

MUNICIPAL PLANNING COMMISSION

March, 12, 2019, Regular Meeting at 7 p.m.

Brandon Butler, Chairman
Daniel Jenkins, V Chairman
Mike Anderson, 1st Secretary
John Blade, Mayor

Derek Burks, Commissioner
Salvatore Cali, 2nd Secretary
Jim Power
Sheree Qualls

Present: Butler, Jenkins, Anderson, Blade, Burks, Cali, Power

Absent: Qualls

Others Present: City Manager Scott Collins, City Engineer Will Owen, City Attorney Andrew Mills, Building Inspector Micah Sullivan, Codes Clerk Sharon Hall

- Butler Called Meeting to Order at **7:00PM**
- Opening Prayer and Pledge –**Butler led Prayer and Pledge**
- Approval of Agenda –**Blade made a motion for approval. Burks Seconded. Vote taken. All were in favor.**
- Citizen Comments (limited to the first five citizens to sign in and three minutes each)
 1. **Barbara Denman lives at 7110 Horn Tavern Road** moved here two years ago, bought in Fairview because it was a quite little town and after moving from Phoenix it was a pleasant change. She has a couple concerns about the construction that is going on and what it's going to mean for Horn Tavern Road in the future. For herself she already has a problem with litterers and loiterers in the cemetery, she's having to call the cops at 1 and 2:00 in the morning because there's people drinking and smoking marijuana. With all the new construction where will all these people go. The other thing is all the trees that have been clear cut with all the new construction going on, are there plans to reestablish all the growth that has been cut down. She is in the middle of putting in a major construction project and spent eight months planning around the trees on her own property spent a fortune trying to protect a 200-year-old oak, also if they are going to be widening Horn Tavern, she is in danger of losing a 100-year-old oak on the highway. She would like to know what she could do as a citizen to protect those trees.
- Approval of Minutes: **February 12, 2019 – Regular Meeting**
Butler stated Slaughter wasn't present at this meeting, if that could be correct. Anderson made a motion for approval. Burks Seconded. All were in favor.

NEW BUSINESS

1. Officer Election: Vacant Position of 2nd Secretary

STAFF COMMENTS: Mike Anderson was appointed to 1st Secretary during the February 2019 meeting, vacating the 2nd secretary seat.

Burks made a motion for Mr. Cali to be 2nd Secretary. Anderson Seconded. Butler ask Cali would he accept. Cali stated yes. Vote taken. All were in favor.

2. Development Plan, Willow Crest Subdivision, Phase II. Four Proposed Lots on 2.74. Property located on Willow Crest Drive (Map 22, Parcel 66). R-20 Zoning District. Property owned by Habitat for Humanity of Williamson County.

STAFF COMMENTS: NONE

Anderson stated about a year ago we approved a development for them that had about 6 lots, have they completed them. Butler stated he believes this was another subdivision that was off 100. Sullivan stated Habitat only has another one-off Highway 96, this is completely separate, this is a continuation of Willow Crest that is currently there. All the infrastructure has been installed, this is the 2nd phase that is being complete. Burks asked was this the final phase. Sullivan stated yes. Power made a motion for approval. Burks Seconded. Vote taken. All were in favor.

3. Final Plat, Otter Creek Springs, Phase I, Section I. Sixteen lots on 11.9 acres. Property located on Old Nashville Hwy (Map 42, Parcels 78 & 79). R-20 Zoning District. Property owned by Otter Creek Holdings, LLC.

STAFF COMMENTS: Adjoining property, Map 42, Parcel 78, should be shown as RS-40 zoning.

Butler stated for information, prior to the meeting there was a question of what that zoning is, whether it is R-20 or RS-40, he doesn't believe that's going to affect tonight's vote but staff is going to dig into the minutes after the meeting to try to find answer. Burks stated that property was annexed, correct. Butler stated yes. Burks stated he believes everything that is annexed into the City comes in as RS-40. Butler stated yes that's correct but the applicant believes the rezoning was submitted with the rezoning but they will dig into the minutes to find the answer. Power asked are these temporary turn arounds going to become cull-de-sacs. Butler stated Mr. Cavender is present to answer questions. Sullivan stated he doesn't believe Phase I, Section I has any temporary cull-de-sacs on it, if he's wrong let him know. Burks made a motion to approve. Cali Seconded. Vote taken. All were in favor.

4. Final Plat, Otter Creek Springs, Phase I, Section II. Sixteen lots on 11.9 acres. Property located on Old Nashville Hwy (Map 42, Parcels 79). R-20 Zoning District. Property owned by Otter Creek Holdings, LLC.

STAFF COMMENTS: Adjoining property, Map 42, Parcel 78, should be shown as RS-40 zoning.

Tony Cavender present to answer questions. Butler stated staff will review later on the zoning to confirm. Butler stated this is the one that shows those two-temporary cull-de-sacs, the road will eventually continue through that area correct. Cavender stated yes those will continue on, they anticipate following through simultaneously bringing before the Board the remainder of the subdivision which will be phased out, they will be bringing those in simultaneously without any break in the construction. Burks made a motion to approve. Power Seconded. Vote taken. All were in favor.

BONDS AND LETTER OF CREDIT –

1. Cumberland Estates, Phase One, Irrevocable Standby Letter of Credit, Expiration date: 3/28/2019.

Butler stated the developer Jason Beavers was just here saying they will be renewing in the morning; standard protocol would be to move to call it by expiration date if not renewed. Burks made a motion to call the Irrevocable Standby Letter of Credit if not renewed by the expiration date. Jenkins Seconded. Vote taken. All were in favor.

2. Willow Crest Subdivision, Reclamation Bond, Expiration 3/19/2019

Tasha Towry stated she is a construction manager for Habitat for Humanity and she is now a City Director Construction for Habitat. She made some phone calls in the last couple of days to follow up on this, she does have a copy of the email that was sent from their Director of Finance at the time that is no longer with the company. She was able to get that information from Sharon Hall to verify that they do have this bond, she has contacted the company and apparently there is another person that's over this for them, same company different person that verified that this bond is in fact in place and will not need to be renewed until they send a letter for completion. So, she asked them to send her verification for that and she said they said she would have it by this Thursday or Friday. Burks made a motion to call the Reclamation Bond, either if it's not renewed or there's no proof provided that it's still in effect. Jenkins Seconded. Vote taken. All were in favor.

Reports for Discussion and Information

- City Planning Staff – **Sullivan stated two things, 1) getting their packets out to them he hopes in a timely manner. Butler stated yes. Sullivan stated it is nice that they look over them during the week, if they have any questions his phone, email is always open, same with the whole staff. If they have any questions specifically about something they see, locations other things that go along with that, let us know we can work through anything that they do at the City, appreciates anyone that looks into this before the meeting it does make a big difference here. 2) In reviewing and looking at our documents we've looked at RS-40 zoning, our lot width is actually wider than the required lot width for County property with the same designation, so we're in talks of bringing forward a change to our Zoning Ordinance for the RS-40 reducing that lot width down to be comparable with the what the County has as theirs so that they could kind of mirror each other if one side of the road is one and one side of the road is opposite and etc. that way we kind of have that same mirror guideline. Butler asked what is that width. Sullivan stated their width 130' ours is 150', we're either going to that 130' or something similar is our plan to bring to them.**
- City Manager – **Scott stated he emailed earlier the draft of the Comprehensive plan that process has went on for about a year, the schedule is, they're working on a date that they can present the Comprehensive plan to the Planning Commission. The process would be that the Planning Commission receives it, reviews it, refers it to the BOC for acceptance and adoption, that**

process would be 1st that the City reviews the document, accepts the document as presented. They would do that by resolution, that would be their working document, once they put together a financial plan for the Comprehensive plan and their road conditions report then they would go back to the BOC and ask that the Comprehensive plan be adopted by ordinance. Collins stated that provides two things, #1 stability for the length of the plan so they know going forward this is the plan that the City will have through 2040 as our City grows the 2nd thing it does is add a layer of protection to the plan in that people that come after us be it the Planning Commissions, Board of Commissioners, City Managers, Staff, the only way that the City would be able to vary from that plan through it's expiration date would be via ordinance, you couldn't simply abandon the plan and choose to do something else. Once the ordinance is adopted then that's the City's growth plan that goes forward, that's very important for the work that's been done for the plan and for the protection of it long term. The 2nd thing they will do as a part of this is review and present to them our Zoning overlay. There are going to be portions of the plan particularly the land use that identify certain area of the City that over the next 20 years that should be commercial, should be residential, should be various types of zoning. What they want to do is bring that back to the Planning Commission to look at offer a recommendation to the Board of Commissioners so they can adopt a land use plan as part of the Comprehensive plan. There will be some overlay and overlap of some of those zonings, what's residential today may be commercial 10, 20 years from now, what's commercial may be residential depending on where you are. What they want to do is adopt an overlay of that so we know going forward if someone brings to them an annexation or a rezoning that they will have a defined document in front of them that tells them what the land use plan pursuant to the comprehensive plan will be. That's very important going forward, there will be a couple of steps, their plan right now is to get them the draft for their consideration in April, take the Comprehensive plan to the BOC in May for its 1st Adoption by Resolution. So, if they would look at the plan, make sure they have read through it, the first 3rd of the draft plan is basically a rehash of how they got to where they are, it's really an eye-opening document as it relates to where they are today compared to where they were 20 years ago when the 1st plan was adopted, not been a lot of change. Where they are today pursuant to the 1999 plan is pretty similar, their focus as a staff is to make sure that when the next decision makers for The City of Fairview looks at the comprehensive plan for 2040 that they can check items off the list that they accomplished with the 2020 plan that's our goal. There is also a website fairview2040.com, they can pull up this website, it gives information to the draft, so they can see the process that it went through. We appreciate them taking the time to look at that and thank them in advance for the work that's going to be done during this calendar year, 2019 year is going to be an exceptionally busy, exceptionally fast calendar year but it will set the stage for Fairview going forward for quite some time. So, thank you for your work on that.

- City Engineer – **Nothing**
- City Attorney – **Nothing**
- **COMMUNICATION FROM THE PLANNING COMMISSION MEMBERS**

Qualls- **Not present**

Anderson – **Nothing**

Power – **Nothing**

Cali – **Nothing**

Burks – **Burks stated he did have the opportunity to read through the draft of the Comprehensive plan today and it's pretty in-depth, its interesting, there's good and bad with it, he highly recommends everyone read through it and give them some feedback, if possible. Also, if they see any of these huge pot holes let the City know where they are so they can try to address those, he's managed to find a couple of those himself. Also Mr. Sullivan thank you for doing a great job, when he says he available by phone he is, he had called him the other day and he was somewhere in central America.**

Blade – **Nothing**

Jenkins- **Jenkins stated thank you to all the citizens that did show up for the 2040 meeting, they had a great turn out. Now they as a Planning Commission will hopefully have a solid plan and a guide to be able to use to base their decisions on, that's huge, he's really excited.**

Butler- **Butler stated he echo's the Comprehensive plan make sure they read it, it's active on line for everybody else to read. Ms. Denman thanks for coming and speaking tonight, the next meeting probably will be a lot of discussion with the Comprehensive plan and road report of kind of where that plan is going forward so she might join them next month. Butler stated they also have an open seat on The Planning Commission so they will accept applicates on line if anyone is interested.**

ADJOURNMENT – Butler stated he would entertain a motion for adjournment. Burks made a motion to adjourn. Butler so moved. Adjourned at 7:30p.m.

Chairperson

Secretary