

# **MUNICIPAL PLANNING COMMISSION MINUTES**

October 13, 2020 Regular Meeting at 7 p.m.

**Brandon Butler, Chairman**  
**Mike Anderson, Vice Chair**  
**Daniel Jenkins, 1<sup>st</sup> Secretary**  
**Salvatore Cali, 2<sup>nd</sup> Secretary**

**John Blade, Mayor**  
**Derek Burks, Commissioner**  
**Sheree Qualls**  
**Hayley Schulist**  
**Emilee Senyard**

**Present:** Butler, Jenkins, Anderson, Cali, Burks, Qualls, Schulist, Senyard

**Staff Present:** City Manager Scott Collins, City Engineer Kevin Blackburn, City Planning Staff Micah Sullivan, City Recorder Brandy Johnson

**Absent:** Blade

- Butler called meeting to order at 7:07 p.m.
- Roll call by Johnson

	Present	Absent
Anderson	x	
Blade		x
Burks	x	
Butler	x	
Cali	x	
Jenkins	x	
Qualls	x	
Schulist	x	
Senyard	x	

- Opening Prayer and Pledge led by Butler
- Approval of Agenda

Motion: Anderson

Second: Burks

	YES	NO	ABSTAIN	RECUSE
Anderson	x			
Blade			ABSENT	
Burks	x			
Butler	x			
Cali	x			
Jenkins	x			
Qualls	x			
Schulist	x			
Senyard	x			

- Citizen Comments – none

- Approval of Minutes: September 8, 2020 regular meeting

Motion: Qualls

Second: Burks

	YES	NO	ABSTAIN	RECUSE
Anderson	x	___	___	___
Blade		ABSENT		___
Burks	x	___	___	___
Butler	x	___	___	___
Cali	x	___	___	___
Jenkins	x	___	___	___
Qualls	x	___	___	___
Schulist	x	___	___	___
Senyard	x	___	___	___

### **NEW BUSINESS -**

1. Site Plan, Cumberland Estates, Phase 3A, 9 Building Lots on 2.39 Acres, Map 47, Parcel 66.04, Property Owner: Cumberland Estates, LLC – Butler read staff comments including WADC plan modifications required before their final sign-off, which all construction plans have to have and is a standard comment right now due to the extra review time needed by WADC. The other item required is the general construction permit which we can't allow someone to work without. Both items are required beyond Fairview and have to be completed prior to issuing a grading permit.

Motion: Qualls to approve

Second: Jenkins

	YES	NO	ABSTAIN	RECUSE
Anderson	x	___	___	___
Blade		ABSENT		___
Burks	x	___	___	___
Butler	x	___	___	___
Cali	x	___	___	___
Jenkins	x	___	___	___
Qualls	x	___	___	___
Schulist	x	___	___	___
Senyard	x	___	___	___

### **OLD BUSINESS -** none

### **BONDS AND LETTERS OF CREDIT**

1. Performance Bond, Cumberland Estates, Phases 4 & 5, Performance Bond in the amount of \$1,288,800 – Sullivan noted this is a new bond to be set for the new phase. We had the pre-construction meeting and are ready for the bond so construction can begin soon.

Motion: Jenkins to set a performance bond for Cumberland Estates Phases 4 & 5 in the amount of \$1,288,800

Second: Senyard

YES NO ABSTAIN RECUSE

Anderson	x	___	___	___
Blade		ABSENT		
Burks	x	___	___	___
Butler	x	___	___	___
Cali	x	___	___	___
Jenkins	x	___	___	___
Qualls	x	___	___	___
Schulist	x	___	___	___
Senyard	x	___	___	___

### **Reports for Discussion and Information**

- City Planning Staff – Micah Sullivan thanked the members of the planning commission and Scott Collins for the work sessions and their thoughts tonight to move this project forward as it will help planning staff a lot. Working as a group to accomplish this goal is very beneficial and he thanked Collins for heading up the work sessions.
- City Manager Collins thanked everyone for all the work tonight and upcoming as the next 90 days will be pretty compressed with the amount of work to do.
- City Engineer, Kevin Blackburn, reported a recent productive meeting with TDEC where they brought their directors and all their field staff to address our concerns on erosion sediment control and stormwater management. Having them as an asset moving forward will be helpful as we work toward the MS4 requirement. We are trying to be a step ahead in this rather than trying to fix something already broken. Collins adds that Blackburn did a great job getting everyone together. We plan to put requirements in place that mirror MS4 in advance of the requirement, including the ISR, as discussed previously. These requirements will be strengthened through zoning and ordinances put into place at the Board of Commissioners level. Both Micah and I have certifications for inspections and the state has helped a lot. Our goal is to eliminate future calls with complaints over what happens downstream. We are also looking for sources of revenue to get ahead of the work required to develop the system and action plan. We will ask to adopt policy and develop an action plan to help pay for it. We will also need to remedy and repair as we move forward. After we complete these zoning revisions we will move toward stormwater regulations in the first quarter of 2021.
- City Attorney – none

### **COMMUNICATION FROM THE PLANNING COMMISSION MEMBERS**

- Anderson hopes they can put in a team effort on what they need to do before the next meeting and thanked Collins for what he has done.
- Burks - none
- Butler thanked staff noting they put in a good effort and a lot of work comes from a small group.
- Cali - none
- Jenkins - none
- Qualls complimented Collins on the job he did presenting and hopes they can pull everything together to do a good job too.
- Schulist – none
- Senyard - none

**ADJOURNMENT** – Motion to adjourn by Jenkins at 7:20 p.m.

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City Recorder