

**City of White House
Meeting Minutes of the
Municipal/Regional Planning Commission
Monday June 8, 2009**

Call to Order: 6:58 pm

Roll Call: Chairman Bill Thompson, Mayor John Decker, Clif Hutson, Mike Arnold, and Amanda Brinkley.

Staff: Addam McCormick, Angie Carrier, Ron Bailey, and David Amonette.

Absent: Mary McNutt, Paula Eller

Approval of Prior Minutes dated: May 11, 2009. Motion to approve by Amanda Brinkley, seconded by Mayor Decker. Motion passed unanimously.

Approval of Agendas: Motion to approve by Amanda Brinkley, seconded by Mike Arnold. Motion passed unanimously.

Approval of Consent Agenda: Motion to approve by Mayor Decker, seconded by Amanda Brinkley. Motion passed unanimously.

CONSENT AGENDA

Item # 1 **Holly Tree Subdivision-Phase 1:** Staff Requests (1) One-Year Maintenance Bond Extension.

AGENDA

Item # 2 **Staff:** Requests Recommendation to the Board of Mayor and Aldermen to amend Zoning Ordinance Section 4.070, Standards for Signs to permit off-premise advertisement and other sections regarding size of temporary signs.

Motion was made to approve by Mayor Decker, seconded by Amanda Brinkley.

Staff discussed the amendments were discussed at May Study Session. Staff explained the amendments. Staff explained that in residential areas that real estate and construction signs would be allowed to be increased in square footage. Staff stated that real estate signs would not be allowed such as on a corner of a subdivision advertising another property for sale, since they are permitted for on-site advertisement without a permit. Staff discussed that a zoning district including a vacant commercial property would be allowed a 20 ft maximum sq ft sign. Staff stated he is still reviewing the brightness of digital signage and would have proposal at next month's meeting.

Motion passed unanimously.

Item # 3

Staff: Request Recommendation to the Board of Mayor and Aldermen to amend Zoning Ordinance Section 5.056.5, Residential Planned Unit Development District and Section 5.056.7, Design and Development Standards regarding maximum density, garage orientation, exterior building materials and plan submittal requirements.

Motion was made to approve by Mike Arnold, seconded by Amanda Brinkley.

Staff discussed that he proposed on the Suburban Residential Planned Unit Development that 5.0 units per acre be the maximum for single and two-family dwellings and 5,000 sq ft minimum lot size. Staff discussed that Neighborhood Center Residential Planned Unit Development have a 6.0 units per acre maximum for single and two-family dwellings and 14.5 units per acre for multi-family developments. Staff discussed that on exterior material percentages the proposed amendment would be to change from a minimum of sixty (60) percent of the exterior walls to be brick or stone to a minimum of forty (40) percent of the exterior walls to be brick or stone, including hardi-board siding. Staff discussed Suburban Residential Planned Unit Developments and Neighborhood Center Planned Unit Developments. Staff explained that there are two proposals: 1. To combine the two zoning districts into one Residential Planned Unit Development District consisting of a maximum density of six (6) units per acre for single/two family and 14.5 units per acre for multi-family. 2. To increase single/two family residential density in Suburban District from 3.5 to 4.5-5.0 units an acre and Neighborhood Center from 5.5 to 6.0 units per acre. Staff discussed why he recommended option # 2 which would increase density in both districts and make suburban district more viable. Staff discussed the proposed amendment regarding Planned Unit Development Plan Approval Process. Staff stated the current ordinance involves a 7-step process. Staff stated the Commission reviewed ways the process could be condensed. Staff proposed to revise Planning Commission schedule to permit Final Master Plan, Construction Plans, Site Plan and Final Plat at one to two meetings and increase the approval time line from one to two years for developments not under construction with master plans approved. Staff discussed the proposed Deferred Fee Payment which would include permit fees and city impact fees to be collected before a certificate of occupancy is issued for the house. Staff stated that he would have to receive approval from White House Utility District and both Robertson and Sumner Counties. Staff explained that the Board of Mayor and Aldermen would have to pass a resolution permitting a one to two-year trial period to allow deferred payment without changes ordinances. Staff stated that a formal guarantee to the City of payment of fees including a letter of credit by a bank

would be required. Staff proposed the letter of credit have a six (6) month deadline so the City and other agencies would receive money in a defined time regardless of a certificate of occupancy.

Motion was made by Mike Arnold to amend his motion to include staff's proposal regarding Increased Residential Density per Acre-Option #2, seconded by Amanda Brinkley.

Motion passed unanimously.

Item # 4

Linda Zanger/135 Clif Garrett Drive: Requests Planning Commission to permit staff to approve minor site plan for new 1,200 sq ft office building and 3,160 sq ft parking area without submittal of engineer stamped site plan. Property is referenced on Sumner County Tax Map 77-I, Parcel 2, Lot 2 Clif Garrett Subdivision. Property is zoned C-1, Central Business District.

Motion was made to approve by Mike Arnold, seconded by Mayor Decker.

Staff explained the request of the property owner. Staff stated he had reviewed the property owners request and contacted the State of Tennessee Architect and Engineer's Board regarding this request. Staff stated the state does not require engineered stamped plans if the building is less than 5,000 sq ft. Staff stated the City Ordinance requires a site plan be stamped by a licensed engineer, architect, or surveyor. Staff stated the Commission and Board of Mayor and Aldermen approved staff to approve minor site plans. Staff recommended for Zoning Ordinance to be amended if Commission desires for staff to review and approve minor site plans. Ron Bailey, City Engineer stated that this site was pre-developed and drainage calculations have been completed for the entire site. Mr. Bailey stated there would not be any additional storm drainage required and that he did not have a problem with it. Angie Carrier, City Administrator stated that the City's policy would need to be amended to allow the Commission to make decisions regarding staff doing review and approval of smaller site plans. David Amonette, City Attorney, discussed that the amending of the Ordinance would need to be approved before this type of request could be approved by the Commission. Staff stated that he and the City Engineer have discussed that the Ordinance Amendment should have a requirement that the building and parking of a site plan could not be over 5,000 sq ft in a developed subdivision for staff to review for approval. Mayor Decker asked staff about if applicant can appeal staff requirements to Commission or to the Board of Zoning Appeals. Staff explained that this is not a zoning issue, but a procedure that the Commission would need to approve. Staff and Commission discussed this in length.

Motion was made by Mike Arnold to amend his motion to approve pending an approval by the Board of Mayor and Alderman to amend the ordinance based on staff's recommendations, seconded by Mayor Decker.

Motion passed unanimously.

Judge Zanger asked if he would have to wait until the August Board of Mayor and Aldermen meeting to see if ordinance amendment is approved before he can get site plan approved. Mayor Decker stated if they turned in request submittal before the June 18, 2009 Board of Mayor and Aldermen meeting then they could be working on site plan and then second reading would be at the July BMA Meeting.

Item # 5 **Jim Brinkley/Tison Estates:** Requests Reconsideration of (1) one-year extension requirement and to permit final roadway improvements be completed in development prior to 75% development completion.

Motion was made to approve by Mike Arnold, seconded by Mayor Decker.

Staff stated that the City's Subdivision Regulations state that the top and final layer of asphalt cannot be installed until 75% of the lots are completed. Staff stated that this is an unusual request in that when Tison Estates was recorded in 2003 the subdivision included 12 lots, 11 available lots and 1 lot with an existing house of owner. Staff stated that the developer had one of the lots divided into two and now there are 14 lots total. Staff stated under the original 12 lot subdivision the 75% requirement is met with a 14-lot subdivision the requirement is not met, which would only be 64% complete. Staff stated the developer is request is based on the original subdivision bond which was for 12 lots. Staff stated the developer is requesting to install the top layer of asphalt in development for acceptance of streets. Staff stated this request is for a variance from the Subdivision Regulations requirement. Mike Arnold discussed that it would be better for the city to have the developer put top layer of asphalt in, instead of waiting for one more house to be built and the binder set there and deteriorate. City Engineer, Ron Bailey, stated that the City's Sub Reg's require 75% of subdivision completion, but that construction and roadway issues would not be an issue.

Motion passed. Amanda Brinkley abstained.

Discussion Items:

1. Planning Commission Training Seminar on August 31, 2009. Staff stated there would be a Planning Commission Training Seminar on Monday, August 31, 2009 at Gallatin or Hendersonville. Staff stated that the class would provide the 4 hours credit required. Staff discussed that the speaker would be Mr. Arendt, who spoke to the Commission several years ago. Staff stated if the Commission would let him know if they would be attending so he could r.s.v.p in the next two weeks.

Chairman Thompson thanked all the Commissioners and stated that he had enjoyed serving with them. Mike Arnold stated that he appreciated Mr. Thompson's service and is proud of him. Mayor Decker commended Mr. Thompson on all the preparation and study he did while serving on the Planning Commission. Ms. Carrier stated that she appreciated that Mr. Thompson always came prepared for the meetings and asked the right questions and that he will be missed.

Motion was made to adjourn by Mike Arnold.

Meeting adjourned at 7:58 p.m.

ATTEST:

Addam McCormick, Secretary

Chairman, Bill Thompson
