

**City of White House
Meeting Minutes of the
Municipal/Regional Planning Commission
Monday, July 12, 2010**

Call to Order: 7:00 pm

Roll Call: Paula Eller, Amanda Brinkley, Scott Wiggins, Mike Arnold, Michael Baxter, Bob Dorris, Clif Hutson

Staff: Addam McCormick, Ron Bailey, David Amonette, City Attorney, and Angie Carrier, City Administrator

Absent:

Approval of Prior Minutes dated: June 14, 2010. Motion to approve by Amanda Brinkley, seconded by Scott Wiggins. Motion passed unanimously.

Approval of Agendas: (Both Consent & Regular Agenda) Motion was made to approve by Michael Baxter, seconded by Scott Wiggins. Motion passed unanimously.

**Chairperson Eller requested to move Item #11 prior to Item # 6 on the regular agenda.*

Annual Election of Chairman/Vice-Chairman: Chairperson Eller opened up the floor for nominations for Chairman and Vice-Chairman. Motion was made by Mike Arnold to nominate Paula Eller as Chairperson and Michael Baxter as Vice-Chairman and that nominations cease. Motion was seconded by Amanda Brinkley. Motion passed unanimously.

CONSENT AGENDA

- Item # 1** **Greystone Subdivision-Phase 1:** Staff requests a (1) one-year Roadway Maintenance Bond Extension.
- Item # 2** **Holly Tree Subdivision-Phase 1:** Staff request a (1) one-year Roadway Maintenance Bond Extension.
- Item # 3** **Cambria Subdivision-Phase 1:** Staff requests a (90) ninety-day Subdivision Improvement Bond Extension.
- Item # 4** **Magnolia Village Subdivision-Phase 4/Section 1:** Staff requests a Subdivision Improvement Bond Reduction and a (90) ninety-day bond extension.
- Item # 5** **Magnolia Village Subdivision-Phase 4/Section 2:** Staff requests a Subdivision Improvement Bond Reduction and (1) one-year bond extension.

AGENDA

- Item # 11** **Staff:** Request Recommendation to the Board of Mayor and Aldermen to amend the Zoning Ordinance, Article 5, Section 5.053.5, C-5, Limited Office/Professional Service District to include permitted uses.

Staff stated that the C-5 zoning was created as a transitional zoning. Staff stated that the Commission had discussed to amend the ordinance to include personal

services with such uses as hair/nail salons. Staff discussed the different uses that are allowed in the C-5 zoning. Staff and Commission discussed that this zoning would be a better fit for a residential transitional zoning area and would allow accessory retail sales for hair salons. Chairperson Eller discussed that a study session was scheduled to discuss how large this transitional zoning area would be and ways to designate the boundaries. Chairperson Eller stated if the Commission was to create guidelines that it would not be binding because of the change in Commissioners as their terms expire. Chairperson Eller stated that the Commission would look at each request case by case to determine how the use would affect the neighborhood and benefit those areas around it.

Motion was made by Amanda Brinkley to approve, seconded by Scott Wiggins.

Motion passed unanimously.

DEFERRED from June 14, 2010 Meeting {Item # 6}

Item # 6 **Olen Lott:** Requests Recommendation to the Board of Mayor and Aldermen to rezone 0.88 acres from R-20, Low-Density Residential to C-3, Neighborhood Service Business District. Property is referenced on Robertson County Tax Map 107-B, Group A, Parcel 5.00 and is located at 116 Calista Road.

Motion was made by Michael Baxter to recommend to the Board of Mayor and Aldermen to rezone property from R-20, Low-Density Residential to C-5, Limited Office/Professional, seconded by Mike Arnold.

Motion passed unanimously.

Staff explained that the Zoning Ordinance Amendment Recommendation for the C-5, Limited Office/Professional Service District would be on the July 15, 2010 Board of Mayor and Aldermen Agenda and the Recommendation to rezone from R-20 to C-5 for the property would be at the August 19, 2010 Board of Mayor and Aldermen Agenda. Staff explained that the second hearing, which would be a public hearing, would be on the September Board of Mayor and Aldermen Agenda.

Item # 7 **Andrew Rickman:** Requests Recommendation to the Board of Mayor and Aldermen for Plan of Services for annexation of 1.83 acres on Pleasant Grove Road. Per White House Zoning Ordinance Section, 5.040 Zoning of Annexed Territory, if the property is annexed then the property will be rezoned to R-20, Low-Density Residential.

Staff explained that Pleasant Grove Roadway is currently in the city limits and Holly Tree Subdivision is inside the city limits. Staff discussed vacant parcels 105 and 106 that were also recently annexed in the city limits. Staff explained that these two tracts are south of the intersection of Holly Lane and Pleasant Grove Road. Staff stated that the annexation of the proposed requested property would create a gap of six properties including existing residences at 3351 and 3341 Pleasant Grove Road. Staff stated the City has an annexation agreement with

Robertson County that requires a majority of the property owners to petition for the annexation. Staff explained that the City already could provide city services to these properties. Staff stated that he could send letters to these property owners to inquire if they would want to be annexed into the city limits. Staff stated that it could take several months to complete the petition process and then a separate plan of services could be created for the remaining properties. Staff stated that the property owner has discussed in the future subdividing the property for an additional one to two new single family residential lots.

Motion was made by Scott Wiggins to approve the plan of services, seconded by Michael Baxter.

Motion passed unanimously.

Item # 8 **Advance Stor Guard/1110 SR 76:** Requests Site Plan Approval for an additional 6,075 sq ft self-storage building.

Staff stated that there are three existing storage buildings on the property. Staff stated the owner is proposing to construct another storage building on the property to match the existing metal building construction. Staff recommended approval with the following stipulations: 1. Provide landscaping tree buffer along north side of rear parking area. Landscape buffer shall consist of evergreen trees planted every 40 ft on-center. 2. Underground utilities from existing over head service to new building. 3. Ron Bailey discussed that improvement to the existing detention pond would need to be completed including the installation of erosion control.

Motion was made by Mike Arnold to approve with staff's stipulations, seconded by Amanda Brinkley.

Motion passed unanimously.

Item # 9 **Dee Cee Laboratories/304 Dee Cee Ct:** Requests Approval for installation of solar panels to produce electricity for on-site industrial use. The solar panels are proposed to be installed in the parking areas and adjacent vacant property. Property is zoned I-1, Light Industrial.

Staff stated the proposal would be to construct solar panels in the parking lot and adjacent vacant industrial lot. Staff stated the panels are to provide on-site electricity for the existing industrial business. Staff stated the solar panels would be regulated as an accessory use to the primary industrial use. Staff recommended approval with the stipulation that the owner submit additional information to city engineer regarding necessary drainage design improvements to handle increased storm water run-off from solar panels on the vacant property. Mike Hester, Dee Cee Laboratories, discussed with the Commission that there are no safety concerns that he is aware of. Mr. Hester stated the panels would be non-reflective and there would be no maintenance required for the panels.

Commission and staff discussed storm water runoff underneath solar panel area. Mr. Hester stated that they would probably put gravel underneath to help with drainage. The Commission asked about the expected life of the solar panels and what would be the disposable method. Mr. Hester stated the solar panels would have a 25 to 30 year life before they lost their effectiveness. Staff stated that the city would not be responsible for the disposal of the panels that would be the property owner's responsibility.

Motion was made by Amanda Brinkley to approve with staff's stipulations, seconded by Scott Wiggins.

Motion passed unanimously.

Item # 10 **White House Crossings Shopping Center/SR 76 Access Approval:** The proposal will be for a right-in and right-out only access on SR 76 for the lots located on SR 76 between the Wilkinson Lane Intersection and the Charles Drive and Hester Road Intersection.

Staff explained the history of the development of this property and when it was developed the city hired a consultant engineer to review plans. Staff stated at that time the proposal was that the primary traffic and roadway connections to Walmart and White House Crossing Center would be from Wilkinson Lane. Staff stated that it was reviewed that in the future Charles Drive would be looked at as a connection when the I-65 ramp and Charles Drive are improved. Staff stated that this request has been discussed with TDOT since they would have the final decision. Staff stated that the City Engineer reviewed a right in and right out proposal in January of this year and made several comments that needed to be addresses with the proposed design. Angie Carrier, City Administrator discussed that City Staff met with the Traffic Manager at TDOT in April of this year. Ms. Carrier stated that the Traffic Manager reviewed the request for the right in/right out onto Highway 76 and offered to allow the right out only on Highway 76. Staff stated the existing access to the proposed lots would be through the Walmart property. Staff and Commission had lengthy discussion on design issues to deter left turn movements in/out of site.

Motion was made by Mike Arnold to approve the right-in/right-out access on Highway 76 as proposed, seconded by Amanda Brinkley.

Motion passed. Amanda Brinkley- voted yes, Scott Wiggins-voted yes, Bob Dorris-voted yes, Mike Arnold-voted yes. Paula Eller-voted no, Michael Baxter-voted no, Clif Hutson-voted no.

Discussion Items:

1. Street light installation and street acceptance policy regarding when street lights are required to be installed and operable: Staff stated in the past the City has received complaints from residents that move into a new subdivision and they live there several years without street lights. Staff stated in some cases subdivision developments might take 3 to 5 years to complete. Staff stated that

currently the City requires with street acceptance that the street lights be installed. Staff stated once public streets are accepted the City sends a notice to CEMC and the street lights are turned on for decorative lights and installed and turned on for overhead lights. Staff stated the City is responsible for the electricity usage and maintenance of the decorative street lights and usage of overhead electric street lights. Staff stated CEMC is responsible for maintenance of over head street lights based on fees paid by the City. Staff stated that he has contacted other local cities for similar policies and other cities either don't have any formal policy or have different policy for public and private streets. Staff recommended that a future policy be discussed and put in place for future subdivision developments. Staff recommended that the City have a separate acceptance policy for street lights as it does for road acceptance. Staff and Commission had lengthy discussion on ways to resolve acceptance policy of street lights. Commission discussed that it should be the responsibility of each homeowner in new subdivisions to make inquires to the City of when they would have street lights.

2. New Business Proposal at 120 Portland Road for a Local Farmers Market:

Staff stated there is an existing metal building on site that the owner is proposing to use for outdoor sales of farm products. Staff stated the proposal would include open canopies adjacent to the existing building. Staff stated the property is within the designated Town Center area. Staff stated the C-6 Town Center Zoning District permits retail sales, but prohibits outdoor storage. Commission discussed other cities that have farmer's markets in their downtown area that look attractive when constructed properly. Staff stated that the structures would have to have permanent roofs to be allowed in the C-6 zoning. Commission discussed that they would like to see materials and design of what is being proposed for the farmer's market.

Staff stated that the Planning Commission By-Laws would be on next month's meeting.

Motion was made to adjourn by Amanda Brinkley. Meeting adjourned at 8:10 p.m.

ATTEST:

Addam McCormick, Secretary

Paul Eller, Chairperson
