

CITY OF WHITE HOUSE
Meeting of the
Municipal/Regional Planning Commission
Monday January 9, 2012

Call to order **7:00 p. m.**

Roll call:

Jerry Summers, Bob Dorris, Cliff Hutson, and Paula Eller, Chairperson, Mayor Mike Arnold, Scott Wiggins.

Members Absent: Bob Dorris

Staff Members Present: Jason Reynolds- City Engineer Consultant, Addam McCormick- City Planner, Police Chief Herman,-Interim City Administrator, David Amonette- City Attorney

Approval of prior minutes dated: December 12, 2011 Motion to approve by Scott Wiggins, Seconded by Jerry Summers. Motion approved unanimously.

Approval of Agenda: Approved with no changes.

Individual Review of Agenda Items:

Chairperson Eller stated that Mayor Arnold has asked for a few minutes at the end of tonight's agenda for discussion on some important items.

AGENDA

Item#1 Springbrook Subdivision-Phase 2/Charles Lee:Requests recommendation to the Board of Mayor and Aldermen for the acceptance of roadway, street lighting, and drainage improvements within the phase 2 sections of Spring Brook Blvd and Ravenwood Ct with a one-year maintenance bond. Springbrook Subdivision is located on South Palmers Chapel Road and is zoned Suburban Residential Planned Unit Development.

Staff discussed that the first phase of this subdivision was completed in the early 1990's and the second phase was completed in mid 2000. Staff stated that phase 2 was recorded in 2005 with 11/12 lots completed and one vacant lot was combined with one of the developed lots. Staff stated that improvements that have been completed are: roadway, curbs, street lights, drainage culverts, and swales. Staff stated some items that are remaining are: sidewalk on the north side of Springbrook Blvd, which would include approximately 350 ft section, additional drainage swales, and replacement of two driveway/roadway connections. Staff stated that in phase 1, sidewalks were not installed either they were not required or enforced at that time. Staff stated when the sidewalks were installed in phase 2 it was discussed to install them in phase 1. Staff stated that the homeowners in phase 1 did not want the sidewalks installed. Staff stated that Mr. Charles Lee, project developer/builder, is requesting acceptance of the subdivision with improvements that are in with completion of some minor drainage swales improvements. Staff stated that the previous city engineer inspected the site and sent the developer a list of improvements required prior to acceptance. Staff

Item # 3 Staff: Request recommendation to the Board of Mayor and Aldermen to amend the Zoning Ordinance Section 5.055 Floodway and Flood Fringe districts to include three new definitions and a reference to the updated 2012 Sumner County Flood Maps and Flood Insurance Study.

Staff stated that previously the Commission has discussed revisions to the Sumner County Flood Maps. Staff stated the 2012 maps include only minor changes but some sections of the flood plain are being extended and some properties will have a section of flood plain for the first time especially along Tyree Springs close to the city's sewer pump site. Staff stated the first house at the entrance of Meadowbrook Subdivision will have a section of the yard in the flood plain, but no structures are included. Staff stated that letters were sent to affected property owners to alert them of the revised maps. Staff stated that FEMA requires the City to adopt the 2012 maps and submit the flood ordinance requirements by April 2012. Staff stated in 2010 the City amended the flood plain ordinance based on the latest version of the State of Tennessee model flood plain ordinance meeting FEMA's minimum standards. Staff stated during a recent audit, staff was made aware that three definitions were omitted from the adopted standard ordinance.

Motion was made to approve by Scott Wiggins, seconded by Jerry Summers. Motion passed unanimously.

Discussion Items:

Update on Brookside Village: Staff stated that the walking trail was completed before Christmas. Staff stated that City Consultant Engineer has completed plans for drainage culvert. Staff stated that it should be installed in February or March of this year, weather permitting. Staff there were some minor issues such as restoring lighting to the gazebo and some berm work in the back of phase.

Mayor Arnold discussion: Mayor Arnold discussed redistricting of voting districts in the city, county, and state level and the changes it would involve.

Meeting Adjourned at 8:18 pm.

The following Commissioners attended the training session December 6, 2011 at Goodlettsville Library from 5pm-8pm:

Scott Wiggins

Paula Eller

Clif Hutson

Bob Dorris

Jerry Summers

Addam McCormick-Staff



ATTEST:



Paula Eller, Chairperson



Addam McCormick, Secretary

CITY OF WHITE HOUSE
Meeting of the
Municipal/Regional Planning Commission
Monday March 12, 2012

Call to order 7:00 p. m.

Roll call:

Jerry Summers, Bob Dorris, Cliff Hutson, Paula Eller- Chairperson, Mayor Mike Arnold, Scott Wiggins, Bob Dorris.

Members Absent:

Staff Members Present: Jason Reynolds- City Engineer Consultant, Addam McCormick- City Planner, Police Chief Herman,-Interim City Administrator, Valerie Webb, City Attorney

Approval of prior minutes dated: January 9, 2012. Motion to approve by Mayor Mike Arnold, Seconded by Scott Wiggins. Motion approved unanimously.

Approval of Agenda: Approved with no changes.

Individual Review of Agenda Items

**The public hearing for the advertised rezoning on Clif Garrett was requested by the applicant to be removed from the agenda.*

Chairperson Eller welcomed Eddy Bolton as a new commissioner. Chairperson Eller stated that all of the commissioners are citizen servants and that the City's business must remain transparent, which includes that all emails and phone conversations should be made through Addam McCormick. City Staff. Chairperson Eller stated that the Commissioners should not discuss any of the Planning Commission's agenda items with each other outside of the public forum.

Chairperson Eller also welcomed Valerie Webb, City Attorney.

AGENDA

Item#1 Stones Crossing Subdivision/Staff: Requests a one-year subdivision improvement bond extension.

Staff stated that this is a 10-lot subdivision on Tyree Springs Road. Staff stated that the subdivision was recorded in 2003. Staff stated that it is 60% completed with 6 of the 10 lots completed with the final asphalt layer installed. Staff stated that street lights are already installed. Staff stated that remaining improvements are that three sections of sidewalk on vacant lots, minor drainage grading to remove silt, and minor center line roadway repair issues. Staff stated that estimated cost for the remaining items would be \$9,900.00. Staff stated the current bond amount is \$11,000.00. Eddy Bolton asked staff about lots remaining. Staff explained the location of the four remaining lots and the location of the sidewalks to be installed.

Motion was made by Scott Wiggins to approve a one-year subdivision improvement bond extension for \$11,000.00,

seconded by Bob Dorris.

Motion passed unanimously.

Item #2 Commercial Design Standards Amendment/Staff:

Requests recommendation to the Board of Mayor and Aldermen to amend the Commercial Design Standards, Outdoor Lighting Standards regarding the height of parking lot pole lights.

Staff stated that the amendment has two parts. The first part is to promote and require a unified master plan for decorative lights as approved by the Planning Commission. Staff stated the second part, consists of amending the pole height ranges from 20 to 30 ft to 25 to 30 ft.

Motion was made by Mayor Arnold to approve based on staff's recommendation, seconded by Jerry Summers.

Motion passed unanimously.

Discussion Items:

Design review commission-Authority-Members-Appeal of decisions:

Staff stated in 2008 that the state passed a law that cities could approve Design Standards. Staff stated that the Planning Commission is the sole authority on reviewing design standards, adopting, and amending them. Staff stated that the City adopted the design standards before the law was passed, and the Board of Mayor and Aldermen was the board that approved and adopted the design standards. Staff recommends that the city continue with the Planning Commission/Aldermen review process for amendments to the Commercial Design Standards. Mayor Arnold stated that the Planning Commission should remain the sole authority in reviewing, adopting, and amending the design standards because there are 7 people on the Planning Commission which would be a better representation.

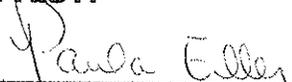
Brookside Village Update: Staff stated that the drainage culverts/headwalls have been ordered for the detention ponds. Staff stated that a contractor has been hired to install the pipes and headwalls. Staff stated weather permitting; work is expected to be completed within two-weeks.

Proposed State Law: Valerie Webb, City Attorney discussed a proposed state law that is currently in the State Legislative committee review process. Ms. Webb stated if approved as written in the attached summary, then zoning and land use control would be dramatically reduced for cities and counties. Staff will report on the status of this and other proposed state

laws currently being reviewed when more information comes available.

Meeting Adjourned at 7:20 p.m.

ATTEST:



Paula Eller, Chairperson



Addam McCormick, Secretary

**City of White House
Municipal Board of Zoning Appeals
MINUTES
Tuesday, December 20, 2011**

Call to order 7:00 p.m.
Roll Call
Members Present **Dolly Peay, Bob Dorris, John Wilkinson, Matthew West, Chairman John Decker**

Members Absent

Others Present **Addam McCormick, Secretary and David Amonette, City Attorney.**

Approval of prior minutes-October 18, 2011: Motion was made to approve by Matthew West, seconded by Bob Dorris. Motion passed unanimously.

Chairman Decker opened the public hearing.

AGENDA

PUBLIC HEARING:

Item # 1 **Jimmy Belcher:** Requests a variance regarding the size of a residential accessory structure. Property is referenced as Sumner County Tax Map 77-J, Group B, Parcel 7.00. Property is zoned R-20, Low-Density Residential and is located at 212 Fischer Drive.

Chairman Decker asked Staff why there are limits for accessory structures on residential lots especially on larger lots as the one that is being requested. Staff stated that the Zoning Ordinance has this restriction in place regarding the size of accessory structures for the appearance in residential areas, for the house to be the primary use for the property, to prevent warehouse size accessory structures, and fire prevention. Staff explained that an accessory structure cannot be larger than 50% of the size of the house on the property. Staff stated that the Zoning Ordinance Section 5.052.2 limits the total area of the primary home and accessory buildings to 35% coverage of the lot in R-20, Low Density Residential areas. Staff stated that Zoning Ordinance Section, 3.100 state accessory use regulations limits the area of accessory buildings at 50% of the size of the primary home structure. Staff stated that this section would include the primary structure (house) and all accessory structures. Staff explained that this issue has come before the Board before that due to the smaller size of

the house the owner is limited to the size of the accessory building that can be built even though he has a large lot. Staff stated that the property is limited by a drainage easement on the rear of the property due to the cross lot drainage. Chairman Decker stated his concerns that this is private property and the advantages of having a garage to store vehicles, boats, etc. is aesthetically more pleasing than being stored outdoors. Chairman Decker stated that the drainage easement in the rear of the property also puts limitations on the size and location of the accessory building. Staff stated in the Zoning Ordinance, 9.060, one of the conditions to grant a variance is the physical condition of the lot which would result in practical difficulty or unnecessary hardship.

Motion was made to approve by John Wilkinson, seconded by Matthew West. Motion passed unanimously.

Staff stated that he would work on an ordinance amendment to develop Review criteria for larger acreage properties. Staff stated he would bring back to the Board for review.

The board expressed appreciation to David Amonette, City Attorney for all his service to the City. Mr. Amonette stated that this would be his last Board of Zoning and Appeals Meeting. Mr. Amonette stated that he had enjoyed working with all the board members.

Motion was made to adjourn by John Wilkinson. Meeting adjourned at 7:20 p.m.

ATTEST:

Addam McCormick, Secretary



Chairman, John Decker

**City of White House
Municipal Board of Zoning Appeals
MINUTES
Tuesday, January 17, 2012**

Call to order 7:00 p.m.
Roll Call
Members Present **Dolly Peay, Bob Dorris, John Wilkinson, Matthew West, Chairman John Decker**

Members Absent

Others Present **Addam McCormick, Secretary and David Amonette, City Attorney.**

Approval of prior minutes-December 20, 2011: Motion was made to approve by Matthew West, seconded by Bob Dorris. Motion passed unanimously.

Chairman Decker opened the public hearing.

AGENDA

PUBLIC HEARING:

Item # 1 **Sandra W. Summers:** Requests a variance from the Zoning Ordinance Section 3.030 regarding the minimum 50 ft road frontage requirement for commercial lots. Property is referenced at Robertson County Tax Map 107-G, Group A, Parcel 37.00. Property is zoned R-20, Low-Density Residential and C-6, Town Center Commercial and is located at 3205 Highway 31-W.

Chairman Decker opened the public hearing. There being no one to speak for or against this item Chairman Decker closed the public hearing.

Chairman Decker discussed that staff's recommendation for approval is due to the irregular shape of the property and since the C-6, Town Center zoning district permits twenty (20 ft) feet lot widths. Staff stated that the variance is requested since the proposed lot would include twenty-three (23ft) feet of road frontage versus the fifty (50ft) feet of frontage required by the zoning ordinance section 3.030.

Motion was made to approve by Dolly Peay due to the irregular shape of the lot and the C-6 zoning requirement of 20 ft lot widths, seconded by Bob Dorris.

John Wilkinson asked staff about the access easement.

Staff stated that the 20 ft section goes out into part of the parking lot from Advanced Auto to the garage. Staff stated that he would recommend that an access easement be designated on the front portion of the property with the required subdivision plat. Staff stated the access easement would permit the existing and future flow of traffic across the section of parking lot on the front of the property.

Motion passed unanimously.

Motion was made to adjourn by John Wilkinson. Meeting adjourned at 7:07 p.m.

The following Board Members attended the training session on December 6, 2011 at the Goodlettsville Library.

John Wilkinson
John Decker
Bob Dorris
Addam McCormick, Staff

ATTEST:

Addam McCormick, Secretary



Chairman, John Decker

