

**CITY OF WHITE HOUSE**  
Meeting of the  
**Municipal/Regional Planning Commission**  
**Tuesday October 9, 2012**

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

**Roll call:**

Paula Eller-Chairperson, Clif Hutson, Bob Dorris, Jerry Summers, Eddy Bolton

**Members Absent:** Mayor Mike Arnold, Scott Wiggins

**Staff Members Present:** Jason Reynolds, City Engineer Consultant, Addam McCormick, City Planner, Jerry Herman, City Administrator, and Valerie Webb, City Attorney

**Approval of prior minutes dated:** September 10, 2012. Motion was made to approve by Bob Dorris, seconded by Jerry Summers. Motion passed unanimously.

**Approval of Agenda:**

**Individual Review of Agenda Items**

Chairperson Eller requested that discussion item # 1 from the American Veterans representative be moved to the first of the meeting.

**AM Vets Donation Trailer:**

Tammy Anderson, representative with AM Vet, thanked the Commission and the City of White House for allowing them to be in the City. Ms. Anderson stated that the donation trailers have been very productive in the City. Ms. Anderson stated that they accept most items that would be taken to a thrift store. Ms. Anderson stated that they make pick-ups. Ms. Anderson stated that they pick up donations here two to three times a week. Chairperson Eller discussed that the AM Vet trailer is considered a temporary storage structure, and the City's Zoning Ordinance does not allow it to stay at one location permanently, unless there are improvements made. Ms. Anderson stated that they recently had asphalt put down in front of the donation trailer. Ms. Anderson discussed concerns with putting in potted plants to make the building look more permanent, such as shielding the trailer, and people not seeing them. Ms. Anderson suggested putting in two large potted trees on either side of the trailer so that it would not block the view of the trailer. Staff stated that originally they were told they would need to make the improvements or move the trailer. Staff stated that they have paved the loading/accessing area in front of the trailer. Staff stated they had discussed putting some kind of plantings/landscape screen. Chairperson Eller stated that the city would need to be consistent with requirements as with any other charitable donation organizations. Ms. Anderson stated that they do have a larger building that they could use. Staff stated that it would be considered an accessory building. Mr. Brinkley, the owner of the property where the donation trailer is located, stated that the trailer would look better than the larger blue building. Mr. Brinkley

stated that the trailer could be pulled off the site washed and brought back to the site. Mr. Brinkley stated that he would not want fencing installed due to maintenance up keep and aesthetics. Mr. Brinkley stated that he did not have a problem with potted plants as long as they are maintained. Staff stated if they put in potted plants that it would meet the intention of the ordinance by keeping landscape screening. Staff and Commission had discussion on different types of landscape screening: railroad ties with shrubs or landscape rock with plantings.

## AGENDA

**Item#1     Briarwood Subdivision-Phase 2:** Staff requests a one-year subdivision improvement bond extension.

Staff stated that 2 of the 24 lots have been completed. Staff stated that the current bond is \$70,500. Staff recommended the proposed bond be increased to \$76,000 to include the revised street paving costs based on recent bids received by the city and to include three decorative street lights that was previously not included in the site construction costs. Staff stated the proposed bond amount includes cost plus 6% inflation. Staff stated that this section of road is 5 years old which is about the length of the binder and there are parts where the binder is starting to come apart. Staff and Commission had discussion on how to deal with these types of subdivisions that are taking several years to be 75% completed, and the roadways are beginning to show wear and tear. Staff stated that they could look at requiring a type of seal to extend the life of the road. City Engineer Consultant, Jason Reynolds, discussed looking at amending the Subdivision Regulations.

**Motion was made to approve by Clif Hutson, seconded by Bob Dorris. Motion passed unanimously.**

**Item #2     Zoning Ordinance Amendment:** Staff requests recommendation to the Board of Mayor and Aldermen to amend the Zoning Ordinance to remove conflicting front yard provisions between the Zoning Ordinance and Commercial Design Standards in the C-2, General Commercial, C-4, Office/Professional Service District, and I-1, Light Industrial Zoning Districts. Staff stated that these zoning districts require different setbacks for buildings and a dedicated front yard area. Staff stated that the Commercial Design Standards permit either an eight (8) feet section for landscaping between the property line and the perimeter of the parking lots or a five (5) feet section with the installation of a fence/wall.

**Motion was made to approve as stated by Bob Dorris, seconded by Eddy Bolton. Motion passed unanimously.**

**Item # 3 Karey Sanders/3023 Hwy 31-W:** Requests a variance from the Commercial Design Standards regarding parking lot lighting requirements.

Staff stated that the interpretation used by Staff and Commission with past similar requests is that the intention of the Design Standards is for a decorative or typical parking lot light pole. Staff stated that a typical parking lot pole is 4' black/bronze pole with a shielded shoebox style light fixture mounted at 16 to 20 feet high. Staff stated that Ms. Sander's request is based on using an existing CEMC utility light pole and fixture to reduce the costs to convert the house to commercial use. Staff stated that the owner is installing 4 parking spaces. Staff stated if the Commission, after reviewing the Design Standards provisions determine that due to the small scale size of the development that this request is not against the intention of the Design Standards, then staff would recommend developing an amendment to provide a defined exemption for a smaller scale parking areas instead of granting a variance. Commission discussed that they had denied similar requests on different businesses and would like to remain consistent. Commission discussed if the property owner wanted to look at other alternatives, such as solar lighting, they would be review that option.

**Motion was made to deny request by Eddy Bolton, seconded by Bob Dorris.**

**Motion passed unanimously.**

Karey Sanders, property owner-asked if she would be able to mount lighting to the house. Staff stated that the Commercial Design Standards require a light pole.

**Item # 4 Harold Tate:** Requests recommendation to the Board of Mayor and Aldermen to accept the Center Drive Extension with a one-year maintenance bond.

Staff stated Mr. Tate has completed the final paving. Staff stated that the Public Works Department completed and approved the inspection of the final pavement installation. Staff stated that he and Engineer Consultant, Jason Reynolds inspected the road and only found one minor thing. Staff stated they would need to back fill around the edges of the asphalt. Staff stated that he recommended a maintenance bond based on 10% of the original development cost which would be \$9,400.

**Motion was made to approve with staff's stipulations by Clif Hutson, seconded by Bob Dorris. Motion passed unanimously.**

**Discussion Items:**

**Fall Training Session:** Staff stated there will be a training seminar for Planning Commissioners Monday, October 29, 2012 from 5:00 p.m. until 9:00 p.m. Staff stated as of right now is slated to be at Gallatin's City Hall in the basement. Staff stated the session would be from a speaker that has developed a presentation about the economics of developments. Staff stated the City would pay for Commissioners to attend the training and a meal would be provided. Chairperson Eller stated that the Institute of Art/Architecture would be having a convention in November. Chairperson stated that is the Commissioners could not attend the upcoming training that they could obtain their hours at this event. Chairperson Eller stated that she would send staff a flyer with information.

**Tennessee Economic Development Guide:** Staff stated that he put one of these guides in the Commissioner's packets. Staff stated that the City has an ad in this popular guide that promotes economic development in Tennessee. Staff stated this is the first time the City has placed an ad in the Guide.

Chairperson Eller asked Staff if there was anything the Commission could do or assist him complete before he leaves; as he will be leaving the City to a new position in a few days. Engineer Consultant, Jason Reynolds asked the Commission if they could wait until the City hires a new Planner before proceeding with making any amendments to the Subdivision Regulations regarding what was discussed tonight about roadway completion times. The Commission agreed. Staff and Commission discussed that next month's meeting in November would be Tuesday, November 13, due to City office's closed on Monday in observance of Veterans Day.

Meeting Adjourned at 7:50 p.m.

**ATTEST:**



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Paula Eller, Chairperson

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Addam McCormick, Secretary