

Regular Minutes of the
Ashland City Planning Commission
September 13, 2010

The Ashland City Planning Commission met in Special Called meeting on September 13, 2010 at 5:30 p.m. in the Municipal Building.

Chairman Joe Macha called the meeting to order at 5:30 p.m.

Commissioners present: Yvonne Stinnett, Hadley Williams, Dwayne Noe, Chris LaCrosse, Gary Norwood, Joe Macha

Commissioners Absent: Ed Nichols

Others Present: Michael W. Armstrong, Franklin Wilkinson, A. M. Armstrong, Sharon Caton, Ron Wilkinson, Liz Sumrall, Stephen Carr, Greg Allen, Greg Edrington, Stephen Stratton, Phillip Piercy, Daniel Morris, David Curtze, Russ Morris

Approval of Minutes

A motion was made by Noe and 2nd by Mayor Norwood to approve the minutes from the Planning Commission meeting on August 2, 2010 as written. The motion to approve the minutes passed by unanimous voice vote.

A motion was made by Mayor Norwood and 2nd by Williams to approve the minutes from the Planning Commission meeting on August 25, 2010 as written. The motion to approve the minutes passed by unanimous voice vote.

Public Forum:

Stephen Carr addressed the Commission and stated he is trying to get clarity for site plan requirements on his proposed use at 208 North Main Street since it is an existing building and is zoned commercial. Caton stated that if a site plan is older than a year and there is a change in use a site plan would be required to address parking, signage and other details of the building. It would not require a full scale site plan for utilities because we know those exist but it would have to detail the parking and other zoning requirements. The Planning Commission has the latitude to substitute buffering instead of landscape requirements. If the same use was established it would simply be a staff review. The Planning Commission also has to make a recommendation for the appropriate number of parking spaces for the use. The use activity will have to be added to parking regulations as well. Mayor Norwood asked if there are different parking requirements for zero lot line sites in the C-1 zoning. Caton stated that parking requirements are divided into activity types rather than lot appurtenances. After further discussion Mr. Carr stated he is in the process of working out contracted adjacent lot parking with other property owners. Caton stated the pursuit of a site plan is primarily recording and presenting what is on the ground and proposing intents for the site under the new use.

Old Business: None

New Business:

A. Plat Amendment – Map 55C, Group S, Parcel 1.00 & Map 55C, Group S, Parcel 1.00 RFM Development Company, 104 Woodmont Blvd., Nash. TN 37205

Caton presented the plat for review. She stated the revised plat takes in two parcels and a portion of a third parcel. For the purpose of plat requirements and commercial development the Planning Commission has the resistibility of determining whether or not a traffic study is needed. Also, if medical services are provided on the site a State certificate will need to be added to the plat. Dan Morris stated there will be no medical services provided at this location. Caton stated the Planning Commission can set the criteria for the traffic study. Mayor Norwood suggested a 10 day minimum, 24 hour count for the traffic study. After further discussion a motion was made by Stinnett and 2nd by Noe to require a traffic study for the Walgreens site six months after opening for business. Dan Morris offered for his firm to pay the Town of Ashland City for the traffic study and for the traffic study to be accomplished at the discretion of Ashland City as it sees fit. LaCrosse amended the motion and was 2nd by Noe to allow Mayor Norwood to enter a contract with Daniel Morris & RFM Development Company, allowing Mayor Norwood to get the cost of a traffic study, based on a minimum of a ten day / 24 hour time period for the study, to be conducted six months after the opening of Walgreens, and to be paid for in advance by RFM Development Company. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Chris LaCrosse - yes, Gary Norwood - yes, Joe Macha - yes

After further discussion a motion to approve the plat was made by Noe and 2nd by Williams. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Chris LaCrosse - yes, Gary Norwood - yes, Joe Macha - yes

B. Site Plan – Map 55C, Group S, Parcel 1.00 & Map 55C, Group S, Parcel 1.00 RFM Development Company, 104 Woodmont Blvd., Nash. TN 37205

Caton presented the site plan stating that in order for a site plan to be submitted to the Planning Commission it must meet all the requirements of a site plan per the zoning ordinance regulations. This presented site plan has no easements or access to any adjoining lot and traffic flow ingress and egress is conducted at public ways. Greg Edrington addressed the Commission and stated that the drainage calculations meet the State requirements for a 50 year storm event. The developer proposed an off-set detention at the back, grassy area of the lot for building storm drain run-off and some of the surface water run-off from the upper back portion of the lot. Phillip Piercy stated that he does not know the exact draw-down time but the detention pond should not stay wet and will drain completely after about 4 to 6 hours of filling up from a rain event. Greg Edrington stated that before issuing grading permits the ARAP, SWIPP and TDOT permits need to be secured. Caton stated that Walgreens and the adjacent property owners have determined they need an additional access to and from the site. The property owners have drafted a reciprocal agreement for the access. The agreement does not need approval from the Commission. At this time a legal description is lacking for the Stratton Family Properties lot but have been assured it will be provided. It is at the discretion of the Planning Commission to grant the permanent shared access easement between two properties.

After further discussion a motion was made by LaCrosse and 2nd by Mayor Norwood to allow the permanent shared access easement as presented on the revised site plan. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Gary Norwood - yes, Chris LaCrosse - yes, Joe Macha - yes

Caton presented the landscape plan for the site and stated that the plan meets or exceeds landscape requirements for the Town of Ashland City. After further discussion a motion was made by Stinnett and 2nd by Noe to approve the landscape plan. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Chris LaCrosse - yes, Gary Norwood - yes, Joe Macha - yes

Caton presented the Sign & Lighting Plan. Caton stated that the lighting plan meets the design standards for the Town of Ashland City. The sign plan for the site includes a Walgreens trademark to be displayed for view in the store front above the main entrance. The sign ordinance allows for a 40 square foot wall sign and a 40 square foot monument sign. The trademark sign displayed in the upper store front is in addition to the wall and monument sign and will require a variance from the Board of Sign Appeals. After further discussion a motion was made by Noe and 2nd by Mayor Norwood to recommend to the Board of Sign Appeals a variance for the additional signage. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Chris LaCrosse - yes, Gary Norwood - yes, Joe Macha - yes

A motion to accept the sign plan as presented contingent on approval by the Board of Sign Appeals was made by Noe and 2nd by LaCrosse. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Chris LaCrosse - yes, Gary Norwood - yes, Joe Macha - yes

A motion was made by Noe and 2nd by Stinnett to approve the site plan contingent completion of the easement agreement and securing of all State ARAP, SWIPP and TDOT permits and approval from the Board of Sign Appeals of the variance for the signage. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Chris LaCrosse - yes, Gary Norwood - yes, Joe Macha - yes

Greg Edrington stated that the site plan calls for a 16 foot high retaining wall and he has not seen any engineering on the wall. Caton stated the design standards require certain types and colors of materials to be used for the site. Noe asked Daniel Morris if the wall could be constructed using stamped concrete using a pigmented earth tone color. The contractor, David Curtze, said that it could be. Daniel Morris stated that at the time of getting ready to construct the building and retaining wall, a color pallet can be presented to the Planning Commission for review. After further discussion Mayor Norwood appointed Dwayne Noe, Chris LaCrosse & Franklin Wilkinson to acquire from the developer a fence and landscaping plan for the top side of the retaining wall that will provide an adequate safety barrier and buffering from the adjoining residential lots. A motion for the Mayor's designation to review the additional landscaping and buffering and present it back to the Planning Commission was made by Stinnett and 2nd by Mayor Norwood. The motion passed by unanimous voice vote.

C. Amend Plat – Map 62, Parcel 13.03 - Marrowbone Heights Subdivision – Ashland Group LLC – Ron Wilkinson

Caton presented the plat and stated that the intent of the amendment is to add an easement to lot 4, the commercial pod, & lot 5, the single family area, to the rear of the PUD. There was a statement on the original submittal that has been removed and now the plat meets all the requirements of a plat. The legal descriptions will need to be added to the PUD and the shared easement maintenance agreement and submitted to the Planning Commission for approval. After further discussion a motion was made by Noe and 2nd by Williams to approve the plat. The motion passed by roll call vote. Yvonne Stinnett - yes, Hadley Williams - yes, Dwayne Noe - yes, Gary Norwood - yes, Chris LaCrosse - yes, Joe Macha - yes

D. Amend Ordinance #273 Design Review Manual

Caton stated that it has come to her attention there are some discrepancies in the Design Review manual. The Design Review manual requires “The use of materials and colors compatible with buildings adjacent to a site is required”. If there is a new site being constructed and there are no adjacent buildings, built after the adoption of the Design Review Manual, then there is no reference for the design standards for the new site. Also, “The elevation from the arterial street shall not include standard block, metal siding and vinyl”. The word “visible” is vague and is open to interpretation. After further discussion, Caton stated she would re-draft these discrepancies, with the permission of the Planning Commission, and present them at a later date for review.

E. Discussion – Zoning Ordinance, Section 2.036.10 ACTIVITY TYPE - FOOD AND BEVERAGE SERVICE & Section 2.036.11 ACTIVITY TYPE – FOOD SERVICE TAKE-OUT

Caton reviewed the activity types and asked the Commission if this use includes a mobile kitchen unit, parked on site next to a building, and providing food services in the building to the public. After further discussion a motion was made by Mayor Norwood and 2nd by Stinnett that the activity types for food and beverage service and food service take-out does not include the use of mobile kitchen units. The motion passed by unanimous voice vote.

Other: None

Adjournment:

A motion to adjourn was made by Williams and 2nd by Stinnett. The meeting adjourned at 8:16 PM.

Chairman Joe Macha