

Regular Minutes of the
Ashland City Planning Commission
November 7, 2011

The Ashland City Planning Commission met in regular session on November 7, 2011 At 5:30 p.m. in the Municipal Building.

Chairman Chris Lacrosse called the meeting to order at 5:32 p.m.

Commissioners present: Yvonne Stinnett, Hadley Williams, Roger Jackson, Gary Norwood, Chris LaCrosse

Commissioners Absent: Ed Nichols

Others Present: Michael W. Armstrong, Franklin Wilkinson, Steve Stratton, Rick Johnson, Dwyot Thornton, Cherie Akers

Approval of Minutes

A motion was made by Mayor Norwood and 2nd by Williams to approve the minutes from the Planning Commission meeting from September 12, 2011. The motion to approve the minutes passed by unanimous voice vote.

Public Forum: None

Old Business: Mayor Norwood asked for an update on the proposed food take-out site that was up for discussion at the last Planning Commission meeting. Armstrong stated that we are still waiting for him to present a site plan, including TDOT information. After that he should be making a formal application to the Planning Commission and Board of Zoning Appeals.

Mayor Norwood asked for an update on completion of the sign for the Highers mini-storage site. Wilkinson stated the sign had been completed and presented a photograph of the completed sign.

New Business:

Armstrong addressed the Commission and introduced Cherie Akers as the new Planner. Cherie Akers introduced herself stating that she is a certified planner by the Institute of Certified Planners and is employed by the Greater Nashville Regional Council. She has been a planner for 17 years and has worked in the public sector as well as the private sector including engineering firms, developers and local government. Primarily her work experience has been in Florida. She also has a Masters degree in urban regional planning and a bachelors degree in public administration and looks forward to working with Ashland City.

A. Rezone from R-3 to C-2 – 395 South Main St. – Steve Stratton

Cherie Akers presented GIS aerials pictures of the existing property including adjacent properties showing the streets, structures and current zoning. Akers stated the applicant is requesting to rezone from R-3 to C-2. There are no particular negative issues regarding the rezoning. Most of the property along the Main St. corridor is commercial, however this property is over three acres and extends into residential sections. Akers recommended rezoning the first 250 feet commercial and leaving the remainder of the property residential to lessen the impact commercial development may have on the residential properties. Mayor Norwood asked if the applicant was requesting to rezone the entire parcel. Steve Stratton replied “yes”. LaCrosse pointed out that some properties near that location are zoned commercial and are located within two blocks of Main St. If the lot is developed we could address buffering from residential zones at that time. After further discussion a motion to rezone the entire property from R-3 to C-2 was made by Mayor Norwood and 2nd by Williams. The motion passed by roll call vote. Yvonne Stinnett-yes, Hadley Williams-yes, Roger Jackson-yes, Gary Norwood-yes, Chris LaCrosse-yes.

B. Discussion of Mobile Food Vendors

Akers stated she was asked to research the use of mobile food vendors. There have been some inquiries lately from vendors and restaurant owners as to the requirements from the City in regard to regulating or permitting mobile food vendors. Currently the City does not have a policy or laws regarding mobile food vendors. She presented some data on other cities around the country that allow mobile food vendors with restriction and permit fees. If the City allows this use, some things to consider would be location, placement of vehicle, hours of operation and permit fees. In addition to this, the vendors will also have to meet all State Health Department regulations. Minimum requirements for the examples given require a Health Department Permit and a local vending permit. Most of the complaints for mobile food vendors come from “brick & mortar” eating establishments. After further discussion, Lacrosse stated he had requested from the City Recorder and Attorney any information on what the means of sales tax collection would be for these type uses and if we could verify any revenue stream back to the County and City. Akers stated it would be difficult to verify and track sales tax revenue from mobile food vendors. The application of an annual permit fee is a way of dealing with the almost impossible task of tracking sales tax revenue. LaCrosse suggested setting the permit fee based on an estimate of what a mobile food vendor may generate in sales tax revenue to the City. After further discussion the Commission requested for the Planner to draft an ordinance with guidelines for permitting and regulating mobile food vendors and present it at the next Planning Commission meeting for review and discussion.

C. Greater Nashville Regional Council Work Program

Akers addressed the Commission and stated that through the GNRC work program one of the goals is for the Commission to identify how it envisions future growth and development for the City. We are also asking for input on possible changes or amendments to the ordinances based on past experiences or issue that may have come up in the past. In working with the Codes Dept. we are in the process of developing a packet

that will include an explanation of process and requirements outlined for a potential developer including flow charts and check lists. Another topic is the development of the Land Use Plan. At this point the existing plan stopped and is incomplete. The plan needs to be updated. For example, there is no mention of the May 2010 flood. The plan needs to be updated to include current data. Akers recommended incorporating the Land Use Plan into the process for rezoning and future development as a reference guide for future growth. LaCrosse suggested that the Commission member review Chapters 1 thru 5 of the existing plan and work on revisions when the Land Use committee reconvenes. The Commission decided that the Land Use committee will reconvene starting the new calendar year and instead of meeting on a different night from the regularly scheduled Planning Commission meeting to meet on the same night as the regular meeting. LaCrosse suggested that Wilkinson assemble and distribute to the Commission members Chapter 1 thru 5 so we can start the revision in the new year. Akers requested this topic be a discussion item for next month and at that time we can decide how to proceed with the meeting dates and times.

Other:

Adjournment:

A motion to adjourn was made by Mayor Norwood and 2nd by Stinnett. The meeting adjourned at 6:28 PM.

Chairman Chris LaCrosse