

MINUTES
TOWNSEND MUNICIPAL PLANNING COMMISSION
JUNE 14, 2012

Members Present

Joanne Funk, Chair
Becky Headrick, V. Chair
Steve Fillmore, Sec.
Lisa Stewart
Sandy Headrick
Jackie Suttles

Members Absent

Pat Jenkins, Mayor

Others Present

Shelia Moss
Andy Morton
Don Headrick
Charles King
Jerry Reed
Bill Burkholtz
Ed Thompson
Other interested parties

ETDD Staff Representative: Joe Barrett

Chairman Funk called the meeting to order at 6:00 P.M. on June 14, 2012 at the city hall.

REVIEW OF MINUTES

The minutes from the February, April and May regular meetings were reviewed by the members. There was some discussion of the meetings and a motion was made by Steve Fillmore and seconded by Lisa Stewart to approve the May 10, 2012 Planning Commission Minutes and defer the February and April Minutes. The motion passed unanimously.

NEW BUSINESS:

REVIEW OF PROPOSED ZONING AMENDMENT: WINERIES AS A SPECIAL EXCEPTION IN THE B-1 DISTRICT

Staff was directed at the May regular meeting to draft a zoning amendment to include wineries for review. Therefore, staff provided a proposed zoning amendment to the members for review. Generally, the proposed zoning amendment included a new definition for wineries and permitted wineries in the B-1 District as a special exception/conditional use. Staff reviewed the requirements with the members. Representatives were also present for the proposed Cades Cove Winery and discussed some of the specifics of their proposal. Evidently, according to the representatives, the proposed winery is now planned on being fully operational when finalized as opposed to a start-up phase. This will include the construction of a new building and on-site processing. A discussion ensued regarding the full scope of winery operations. Following this discussion, the zoning amendment will be revised regarding the definition of a winery. A motion was then made by Steve Fillmore and seconded by Sandy Headrick to recommend to the city adoption of the zoning amendment as revised. The motion passed unanimously.

REVIEW OF PROPOSED ZONING AMENDMENT: SITE PLAN CHECKLIST

Staff provided a proposed zoning amendment to the members for review containing a site plan checklist. The purpose of the checklist is to provide a concise list of site plan requirements for applicants and assist in the administration of site plans. Staff reviewed the checklist with the members. After review, some revisions were requested. The revisions included providing numbering for each requirement, including setbacks and a cross reference for the section regulating signage. The commission discussed the need to forward the recommendation to the city with the previous zoning amendment reviewed regarding wineries. Following discussion, a motion was made by Steve Fillmore and seconded by Becky Headrick to recommend to the city adoption of the zoning amendment and forward the recommendation for consideration by the city. The motion passed unanimously.

REPORTS FROM BOARD OF COMMISSIONERS

None.

OLD BUSINESS:

REVIEW DRAFT TRANSPORTATION POLICIES

Staff had provided working copies of transportation policies to the members for review. Staff solicited comments from the members. The members will review the draft policies further and comment at subsequent meetings. No action taken at this time.

OTHER BUSINESS:

Discussion of Pedestrian/Bike Transportation: Lisa Stewart provided information on the Black Bear Solar Institute and potential benefits that could be provided to Townsend. The recent public charging stations in Townsend were discussed and some innovative signage was displayed for the members to review. Some grants for solar initiatives and some advantages of coordinating with a non-profit organization for these types of grants were also discussed.

STATUS REPORTS:

Cedar Bluff Subdivision Final Plat:

The final plat (Tax Map 97, Parcel 54.00) was granted approval in April with contingencies. The plat has been signed off by the health department for both lots. The only remaining contingency is TDOT approval for access off the highway.

The Reserve at Tuckaleechee Cove: Staff provided a conceptual plan that was provided for members to review. Vision Engineering has been discussing this proposal and plan on submitting a preliminary plat in the near future. The original development was approval as a Planned Unit Development, but the recent proposal will involve a more conventional subdivision.

At 7:30 PM, with no further business the meeting was adjourned.

Secretary

Date