

MINUTES
TOWNSEND MUNICIPAL PLANNING COMMISSION
JUNE 12, 2014

Members Present

Sandy Headrick, Chair.
Michael Talley, Mayor
Steve Fillmore, Sec.
Rob Webb
Alicia McClary

Members Absent

Chester Richardson

Others Present

Andy Morton
Shelia Moss
Melani Lamar
Chris Latham
Iva Butler
Tim Byrd
Don Headrick
Kathleen Wilson

ETDD Staff Representative: Joe Barrett

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Headrick called the meeting to order at 6:00 P.M. on June 12, 2014 at the city hall. The minutes from the last regular monthly meeting in May were reviewed by the members. After review, a motion was made by Mayor Talley and seconded by Alicia McClary to approve the May 8, 2014 Planning Commission Minutes as written. The motion passed unanimously.

NEW BUSINESS:

REPORTS FROM BOARD OF COMMISSIONERS

Mayor Talley reported that a city recorder has been hired and will begin on July 1, 2014, the zoning amendment for distilleries and breweries passed on second reading and the mayor is talking to a possible new planning commission member.

REVIEW DOLLAR GENERAL (FINAL) SITE PLAN, TAX MAP 96, PARCEL 69.00, BROADWAY GROUP

A revised final site plan was submitted for a proposed Dollar General Store off Lamar Alexander Parkway (U.S. 321) within a B-1 District. An initial site plan was approved in February of 2014 with contingencies. The proposal calls for a newly constructed building over 9,000 square feet in size with parking and landscaping. There are 45 off-street parking spaces proposed with the two handicap parking spaces near the front entrance. There will be an on-site infiltration system to manage the stormwater runoff. The engineer that designed the system was present to discuss the infiltration system. The system will be a chambered system that is designed to collect water and allow re-charge into the ground. When questioned, the engineer stated there may be a limited amount of off-site stormwater runoff for a major storm event. Following installation of the infiltration system, a certified letter from the engineer certifying the system was built to the specifications will be submitted. The health department approval and TDOT approval documents were submitted to the commission for review. There is an existing waterline on the same side of Lamar Alexander Parkway that will provide water service with a proposed fire hydrant to be installed. A lighting plan has also been submitted for review. The proposal is for a metal building with a brick façade. A discussion ensued regarding the building materials and the appearance of the building. The consensus of the planning commission was that more effort should be made to ensure that the building appears compatible with other buildings in Townsend. Members had suggested that a stone façade be constructed instead of the proposed brick façade. There was interest in contacting representatives of Dollar General to voice these concerns. After further discussion, a motion was made by Mayor Talley and seconded by Rob Webb to grant approval for the site plan. The motion passed by majority vote with Alicia McClary voting to deny the site plan.

REVIEW BYRD PROPERTY SUBDIVISION FINAL PLAT, TAX MAP 96, PARCEL 73.01

A proposed subdivision was submitted for review off U.S. 321 near Asher Howard Road within a B-1 District. The proposed subdivision calls for creating 2 lots from an existing lot of record with 2 existing buildings. The result of the subdivision will be for each building to be located on a lot. There is also a septic system easement for both lots for the existing system. There is an established access easement that also exists for through access from U. S. 321 to Old Highway 73. Staff has reviewed the plat prior to the meeting and all needed revisions have been made to the plat. A motion was made by Alicia McClary and seconded by Steve Fillmore to grant approval for the final plat. The motion passed unanimously.

OLD BUSINESS:

REVIEW MODEL LANDSCAPING RREGULATIONS

This item was deferred until next month.

REVIEW MODEL STORMWATER ORDINANCE

This item was deferred until next month.

OTHER BUSINESS:

Discussion of Strategic Vision Plan and Design Guidelines

Some of the members discussed the need for some type of design guidelines for the town. Design guidelines have been discussed at previous meetings, but a full design review board with adopted design guidelines was not the manner in which the city wanted to pursue the issue. There was a Strategic Vision Plan that was also proposed in early 2013, but interest in the plan was not evident. The purpose of the plan was to establish a consensus from local leaders and citizens on the vision of future development within Townsend. Some general guidelines and even alternative standards pertaining to building appearance would be based on this plan. This option would not be as defensible as the process for adopting design guidelines, but the plan would provide a basis to encourage development that supports the overall vision of the city. After further discussion, the consensus of the commission was to develop some surveys to obtain feedback from the commission, city commissioners, the general public and to pursue the plan.

Pedestrian/Bike Transportation

Mayor Talley informed members that the Blount Partnership was considering contributing funding for future road improvements in Townsend. Staff informed members that a meeting had been set up to review and discuss the transportation proposals that were presented by the graduate students at the University of Tennessee. The TPO is sponsoring the meeting at 3p.m. on June 19 at the Talley Ho Inn.

Local Administrative Items

Staff informed members regarding a proposed mobile food truck that was discussed on the phone with the representative. The proposal is for a food truck called "Grubby Mike's Grub Shack" that would be situated in the parking lot of the Marathon off U.S. 321. Staff discussed the details of the proposal with the representative, but the local zoning code does not account for such use. Staff advised the representative attend the planning commission meeting. Members discussed the proposal in detail and other similar type vending operations, but the consensus was not in favor of the proposal. In the past, the city has required a physical building for a business to operate out of before issuing a business license. To date, there has been no application submitted.

Staff also informed members that Building Inspector Morton and staff had met with Earl Brown for the proposed produce stand that was discussed at the last planning commission meeting. There are some issues that need to be finalized with this proposal. The lot for the proposal is under 3,500 square feet in area and the representative was advised to combine two adjoining lots to afford greater area. However, the lots are shallow and a variance has been requested for the rear setback requirement. There are other issues that also need to be addressed with the septic system and parking. The planning commission may review a plat combining the lots and a site plan in the near future.

STATUS REPORTS:

None.

At 7:35 PM, with no further business the meeting was adjourned.

Secretary

Date