

MINUTES  
TOWNSEND MUNICIPAL PLANNING COMMISSION  
MAY 12, 2016

Members Present

Sandy Headrick, Chair.  
Michael Talley, Mayor  
Steve Fillmore, Sec.  
Becky Headrick  
Eric Stein

Members Absent

Alicia McClary  
Rob Webb, V. Chair.

Others Present

Andy Morton  
Don Headrick  
Brenda Yancey  
Charles King  
Leslie Bales-Sherrod

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 May 12, 2016 at the city hall. The minutes from the last regular monthly meeting in April were reviewed by the members. After review, a motion was made by Steve Fillmore and seconded by Eric Stein to approve the April 12, 2016 Planning Commission Minutes as written. The motion passed unanimously.

REPORTS FROM BOARD OF COMMISSIONERS

None.

NEW BUSINESS:

DISCUSSION OF VENDING MACHINES/STORAGE PODS IN BUSINESS DISTRICT

The planning commission discussed the requirements for accessory buildings under the zoning code. Evidently, there has been an accessory structure that have been placed in the front yard of a gas station off U.S. 321 involving firewood sales that has brought the issue to the attention of the planning commission. Generally, the current regulations require accessory structures to be located in the rear yard at least five feet from a property line, but there are some specific provisions for garages and carports. Following further discussion, the consensus of the planning commission was to draft some requirements to review that specifically limit some specific accessory structures. No action needed at this time.

OLD BUSINESS:

DISCUSS STREET DESIGN OPTIONS

The majority of the planning commission and staff met with TDOT representatives on April 28<sup>th</sup> to discuss crosswalks across U.S.321. During the meeting, the policies of TDOT were discussed and preliminary crosswalk locations reviewed. Based on the location criteria of TDOT, many of the proposed locations would be discouraged. Following this meeting, some of the street design options that were finalized for Townsend in the past can be re-visited. No action needed at this time.

DISCUSS VISIONING SURVEY

Staff distributed the revised draft of the visioning survey to members for review. This particular survey is crafted for the general public. Staff has revised the survey based on the feedback from the last meeting. The seven categories have been consolidated to five categories. These include "Quality of Life", "Growth and Development", "Transportation and Public Services", "Recreation and Aesthetics", and "Business Development". Staff revised the general info on the "Quality of Life" survey. Staff provided the commission with a map of the 37882 Zip Code area and Census Tract 114. The census tract was the area included in the adopted long-range plan, but the consensus of the commission was the zip code area would be more effective for distributing the survey. Staff provided members with some demographic data from the zip code area. Staff will continue to draft the "Transportation and Public Services", "Recreation and Aesthetics" surveys for review next month. No action needed at this time.

OTHER BUSINESS:

Discussion Pedestrian/Bike Transportation

Staff briefly updated the commission on the most recent meeting of the Great Smoky Mountains Regional Greenway Council (GSMRGC). A committee for the Maryville-to-Townsend Greenway has been formed, but additional membership on the committee is still being sought. There are representatives of Maryville and Alcoa on this committee, but it would be beneficial to have a representative from Townsend on the committee also. A presentation by a TPO representative was given at the meeting regarding the proposed updates on sidewalk requirement in Knoxville and some initiatives to encourage more pedestrians.

Local Administrative Items:

Building Inspector Morton addressed the commission regarding a request to replace an existing sign on the Apple Valley Shopping Center. The request is to remove an existing wall sign and replace it with another of comparable size. The commission then discussed the sign regulations in general. Following this discussion, some of the legislative representatives on the commission took the stance that there is an excessive amount of signage in the development and if the existing wall sign is removed, another sign cannot be established. Staff discussed the sign regulations in more detail regarding non-conforming uses and some protections from the state enabling legislation. Following this discussion, the representative of the development will be contacted and informed that if the sign is removed it cannot be replaced.

Status Reports:

None.

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

  
Secretary

7/14/2016  
Date