

OFFICIAL MINUTES OF THE MEETING

GOODLETTSVILLE PLANNING AND ZONING COMMISSION

March 07, 2022

Goodlettsville City Hall

5:00 p.m.

Massie Chambers-Auditorium

Present: Chairman Tony Espinosa, Vice Chairman Scott Trew, Mayor Rusty Tinnin, Jeff Duncan, Grady McNeal, Judy Wheeler

Absent: Jeff Parnell

Also Present: Addam McCormick (Staff), City Manager Tim Ellis, Russell Freeman, Mary Laine Hucks, and Sharon Reed

Espinosa called the meeting to order, and Trew offered prayer.

Espinosa opened the Public Forum on Planning Related Topics

No one requested to speak at the meeting. The public forum was closed.

Duncan made a motion to close the public forum, seconded by Trew. The motion passed.

Item #1 Approval of Agenda: Tinnin made a motion to approve the agenda, Trew seconded the motion. The motion passed.

Item #2 Approval of February 7, 2022 Meeting Minutes: Wheeler made a motion to approve the minutes of the February 7, 2022 meeting, Tinnin seconded the motion. The motion passed.

AGENDA

Item #3 Zoning Ordinance Amendment-Planning Staff: Request recommendation to the City Commission to amend the Zoning Ordinance Sections 14-208 (2) Off-street Parking and Loading Requirements, 14-208 (4) Site and Architectural Design Standards, 14-208 (5) Landscape, Screening, and Buffering, and 14-210 Planned Unit Developments to include revised building design, parking, landscaping, buffering, garage orientation for medium and high density residential and planned unit developments.

Item Representative: N/A

Staff Discussion:

-The City Commission on February 10, 2022 adopted a ninety (90) day moratorium for new planned unit developments submittals.

-The purpose of the moratorium was due to recent issues discussed with planned unit developments projects including building design, perimeter project buffers, garages, parking over public sidewalks, and street yard plantings.

-The proposed amendments do not alter the recent amendment defining the minimum garage interior spaces of twelve (12') x twenty-two (22') feet for a one car garage and twenty-two (22') x twenty-two (22') feet for a two (2) car garage.

-The proposed amendments include limitations to the standard front-loaded garage design and increased off-street parking requirements.

-The proposed ordinance amendments which will require changes to project designs to address the concerns discussed with recent projects.

-The moratorium review also included the recently adopted Regional Center Planned Unit Development ordinance to ensure the Planning Commission agrees with the minimum defined amount and location of commercial with new developments in the Regional Center Planned Unit ordinance.

-Staff presented **Amendment #1 Parking** - Increase minimum number of parking required to allow more off-street parking area. This amendment would apply to all zoning districts including regular residential and planned unit developments.

-Staff presented **Amendment #2 Landscaping** - The amendment defines the minimum street tree plantings for both planned unit developments and regular zoned subdivisions. The amendment also defines street tree spacing and locations in yards and options for private maintenance including in wider planting strips between curb and sidewalk and in roadway medians.

-Trew discussed/questioned the area for planting trees and who owns/maintains the property

-McCormick responded it would be privately maintained and discussed the zone for planting of trees

-Ellis discussed the Tara Lane area in Goodlettsville and the problems with the type and species of trees planted in the area

-Duncan commented if planting is in areas of concern, we need a provision for root barriers.

-McCormick discussed the primary requirement for developments and a planting improvement method.

-McNeal questions if there are trees not allowed to be planted

-McCormick responded the City has a tree board and a list of recommended trees.

-Trew asked if trees cause issues why continue with the requirement

-McCormick discussed no tree is without problems in these type setting but the trees add a development design

-Staff presented **Amendment #3 Residential Design** - The amendment defines minimum required architectural design for planned unit developments and increases the minimum parking requirements for two (unit) duplexes.

- Staff presented **Amendment #4 Design Criteria for Postal Kiosk/Cluster Mailbox** - Amendment includes a reference to the new shared mailbox requirements for new developments. Amendment includes design and location and access general requirements to be reviewed with new development proposals.

-Duncan discussed how other type of deliveries (i.e. amazon) are working with Postal Kiosk/Cluster Mailbox

-McCormick responded not aware of other facilities

-Staff presented **Amendment #5 Planned Unit Development** - Amendment includes reference to State of Tennessee Vested Rights provisions that were adopted since the existing ordinance section was written.

-Staff presented **Amendment #6 Planned Unit Development** - Amendment defines building and architectural design information to be submitted with the preliminary master plan stage for new planned unit development projects.

-Staff presented **Amendment #7 Planned Unit Development** - Amendment replaces section defining the type and *when and if* a commercial component to residential planned unit development is required. The Planning Commission discussed this issue with recent projects along South Dickerson and N. Main Street.

-Staff presented **Amendment #8 Planned Unit Development** - Amendment increases the minimum open space percentage required and includes building setbacks in the medium and high-density projects based on master plan. The garage and parking amendments includes with these amendments will require different designs for low, medium, and high density planned unit projects. The amendment also includes a statement to ensure that the mixed-use density bonus provision is limited to major roadways only.

-Duncan questioned if the setback changes would be for all residential development or just planned unit developments especially if removing minimum dimension

-Staff discussed planned unit developments only and base zoning districts are limited

-Staff presented **Amendment #9 Planned Unit Development** - Amendment revises street requirement for Planned Unit Developments including when private streets are required. The amendment includes a reference to the City's Street Standards also for private streets referencing the design and construction of roadways including material layer thickness and storm water requirements. The amendment removes existing street widths that conflict with the City's Street Standards that were adopted since the existing ordinance was adopted.

-Duncan discussed the public and private street requirements and questioned if the City can require a fund or a maintenance bond for maintaining private streets

-McCormick responded maintenance restrictions are submitted with master plans

-Ellis discussed issue with homeowner associations fund balance over time and lack of funds to maintain streets

-Freeman responded and discussed two (2) issues. #1 the City/agency imposing a public fund and #2 the City/agency impose restrictions on the HOA as part of the PUD requirement

-Duncan responded and recommended a check list advising developments and HOA's of maintenance fees for maintaining private streets.

-Freeman responded not sure the City/agency can regulate an HOA.

-McCormick recommended adding a statement in the PUD regarding the minimum HOA requirements and an annual maintenance provision

-Duncan responded and recommended the Planning Commission serve an advisory role for projects

-McCormick responded the City has the ability if needed to impose a special assessment to maintain roads for emergency and public works vehicles.

-Staff presented **Amendment #10 Planned Unit Development** - Amendment increases perimeter setback from thirty-five (35') to fifty (50') feet when adjacent to a low-density residential zoning district. The project design along streets to be determined by master plan process.

-Staff presented **Amendment #11 Planned Unit Development** - Amendment defines the minimum number of visitor parking spaces required and intention for parking areas to be in central location(s).

-Staff presented **Amendment #12 Planned Unit Development** - Amendment replaces and expands the current requirements for new planned unit developments including limiting entire developments with

front loaded garages when the garage door takes up a larger percentage of the front building elevation. The section requires alternative garage designs. This section and new parking requirements will change typical project designs. The amendment includes the current material requirement and provision to allow limited alternative accent materials.

-Staff presented **Amendment #13 Planned Unit Development** - Amendment includes the landscape requirements defined with amendment#2 also in the Planned Unit Development section of the Zoning Ordinance.

-Staff presented **Amendment #14 Planned Unit Development** - Amendment defines increased perimeter setback along adjacent single family zoning districts and includes a reference to increased number of parking spaces per Amendment #1.

-McCormick asked for comments on requiring garages for townhouse projects.

-Freeman discussed requiring a garage attachment to projects

-Ellis discussed the issue of parking across the sidewalks and questioned the distance between the sidewalk and garage

-McCormick responded with the zoning ordinance minimum parking space dimension and square feet for a garage to sidewalk

-Duncan discussed the need for more clarity on space from garage door to sidewalk

-Freeman questioned and discussed the perimeter setback and driveway

-McCormick responded based on project design of master plan

-McCormick discussed adding additional requirements for parking space from garage to sidewalk and off the sidewalk

-Espinosa thanked the planning staff for all the forward thinking and design of the amendments presented.

Motion: Motion by Duncan to approve the request with additional clarification of the off-street parking referenced in meeting, seconded by McNeal. The motion passed unanimously.

-Staff presented-ORDINANCE 21-1017 AN ORDINANCE TO AMEND ORDINANCE 06-674 AS AMENDED, TO INCLUDE A REGIONAL CENTER PLANNED UNIT DEVELOPMENT SECTION - Type of Developments. There are two (2) types of Regional Center Planned Unit Developments as follows: RC1 High Intensity and RC2 Low Intensity b) General Purpose. The general purpose of the Regional Center Planned Unit Developments is to provide for mixed use commercial and residential uses at a higher density and intensity of development associated with an urban center. The Regional Center design includes pedestrian and streetscape-oriented design with regulations permitting flexibility for design oriented planned unit developments.

-Staff discussed the minimum commercial requirements at certain locations.

-Espinosa asked for additional comments or discussion from the Planning Commission

-McNeal asked Ellis the status of Rivergate Mall?

-Ellis responded with information regarding anchor stores Dillard's and JC Penny's for the past calendar year. Ellis stated that Ms. Hucks, Economic Development/Marketing Director is working on a huge project not located in the mall but outside the mall. Ellis discussed the positive sales taxes generated from the mall area.

- McNeal discussed the potholes in Goodlettsville.
- Ellis responded they can pass along to TDOT when on a state route and review the location on city roadways
- Duncan discussed painting the pothole casting orange to alert drivers even on state routes
- Ellis responded he did not think that would be an issue

With no further business, the meeting adjourned at 6:00 pm.

Tony Espinosa, Chairman

Sharon Reed, Planning Assistant