

**OFFICIAL MINUTES OF THE MEETING**  
**GOODLETTSVILLE PLANNING AND ZONING COMMISSION**

August 1, 2016 5:00 PM

Goodlettsville City Hall  
Massie Chambers

**Present:** Vice Chairman Jim Driver, Commissioner Jeff Duncan, Mayor John Coombs, Scott Trew, Grady McNeal, David Lynn, Tony Espinosa, Jerry Garrett

**Absent:** Chairman Jim Galbreath, Bob Whittaker, Jim Hitt

**Also Present:** Addam McCormick, Tim Ellis, Greg Edrington, Commissioner Zach Young, Jeff McCormick, Rhonda Carson, and others

Vice Chairman Jim Driver called the meeting to order and Mr. Grady McNeal offered prayer.

Minutes of the July 11, 2016 Planning Commission meeting stand approved as written.

**Item#1 Zoning Map Amendment/Randall Vaughn:** Requests recommendation to the City Commission to rezone the 1.03 acre property on Alta Loma Road adjacent to the Cobblestone development entrance from R-25, Low Density Residential to R-10, Medium Density Residential. Property is referenced as Davidson County Map and Parcel 03401000700.

Staff reviewed. Addam McCormick showed the property on the map and explained that the 1.03 acre lot is located to the right as you enter the Cobblestone Development. He showed the adjacent zoning districts to this lot. The first included HDRPUD, High Density Residential Planned Unit District for the Cobblestone townhome development and Rivergate Meadows apartment complex. The second zoning district is R-15, Medium Density Residential for the Gateway area across Alta Loma. He explained that the current zoning of the property is R-25, low density residential and zoning only permit a single family dwelling unit. The applicant has requested to construct two (2) duplex units for a total of four (4) residential units on the 1.03 acre property. The request is to rezone it to R-10, Medium Density Residential, subdivide the lot into two properties, and construct two (2) duplex units. Addam McCormick reviewed the options based on the property size, the following densities would be permitted based on the different zoning classifications:

- R-25, Low Density Residential: One single family dwelling unit
- R-15, Medium Density Residential: One-two (2) unit duplex or one single family unit
- R-10, Medium Density Residential: Subdividing the lot into two properties, a total of either two (2) single family dwelling units or two (2) duplex units-four (4) total residential units.
- HDRPUD, High Density Residential Planned Unit Development: Seven (7) multi-family dwelling units with a defined master plan approval process

Property owner Randall Vaughn represented the request. He stated to the Planning Commission Members that he bought the property a couple of years ago and would like to develop two (2) duplex units on the property. Commissioner Jeff Duncan asked if the units would be required to face Alta Loma Road since they would come off the side road (entrance to Cobblestone).

Addam McCormick stated, Yes they would face Alta Loma Road. Mayor Coombs asked where the proposed duplexes would be on the property and if they would share one driveway. Mr. Vaughn stated one would sit on the front of the property and the other would be behind it, and they would share a driveway for all 4 units. They discussed the different options for the property. Mayor Coombs discussed how rezoning to R-15, would allow one two-unit duplex or one single family dwelling and it would be in keeping with the integrity of the community. Commissioner Duncan asked if the Gateway Subdivision is zoned R-15. Mr. McCormick clarified that it is zoned R-15. Staff recommended zoning the property to R-15, Medium Density which would be consistent with the zoning across Alta Loma which would permit one duplex building or two residential units which would still be consistent with the existing character of the homes on the north side of Alta Loma. Staff also discussed with Mr. Vaughn that if the request is approved, the duplex will need to match the design of the other homes in the area including primary brick construction. Based on staff recommendations, input from the owner, and discussion at this meeting, Commissioner Jeff Duncan made a motion to rezone the property to R-15. Mr. David Lynn seconded the motion. The motion passed unanimously 8-0.

**Item#2** **Copper Creek Section 2-Phase 4/Ragan Smith:** Requests final master plan approval For forty-seven (47) lots and revised side building setbacks. Property is zoned MRPUD, Medium Density Residential Planned Unit Development. Property is referenced as a portion of the 57.80 acre property referenced as Sumner County Map 143, Parcel 37. Property Owner: Meritage Homes of Tennessee Inc. (9.1 14-16)

Staff reviewed. Addam McCormick showed on the map the area where Copper Creek Section 2- Phase 4 is located. The request is for final master plan for forty-seven (47) lots and revised setbacks. Staff discussed as with phase 2-3 there was a difference between the original preliminary master plan side setback requirements which included five (5') feet minimum side setbacks and fifteen (15') feet separation between structures. The developer would like flexibility on the setback requirement... Staff recommended to review approving the revised five (5') side setbacks with each phase to ensure the side setbacks are an issue with the future phase. Addam McCormick discussed some additional notations and changes that Staff requested. The Fire department has requested a temporary cul-de-sac be installed at the end of lots 146/207 For a turnaround due to the length of the roadway section without a turn around and the design of the roadway curve/alternative type cul-de-sac design along lots 148-150.

Addam McCormick discussed ten (10) items that were noted on Staff comments:

1. Revised drainage culvert headwalls 3/19 to have energy dissipators installed to reduce ditch erosion.
2. Provide notation on plans regarding geotech compaction reports required in fill areas.
3. Provide additional construction installation details of proposed bollard installation or swing gate at sewer service access drive between lots 148/149.
4. Provide notation on plans about maximum 10% driveway slope.
5. Provide small ditch along sewer service access road directed to detention pond to prevent erosion along the access road and to route a section of roadway drainage to the detention pond.
6. Approval of five (5') feet side setbacks.
7. Drainage calculations to be stamped.

8. Detention pond spillway pad design to be changed to concrete with a rock rip-rap apron on the downstream side of pond bank.
9. Ensure grading will allow maintenance access to detention pond thru sewer service access road between lots 148/149.
10. Provide street light location on layout sheets.

Addam McCormick stated that these items had been discussed with Mr. Vincent representing Ragan Smith and they understood these comments and had no questions. Mr. Vincent was not present for the meeting. Mr. Thomas Steffen with Meritage Homes of Tennessee, Inc. represented this request. Mr. Thomas stated that Meritage Homes is discussing with White House Utility District options concerning the shown access road in the sewer easement. City Engineer, Greg Edrington stated that access to the detention pond would be required for maintenance. Based on the information Mr. McCormick provided and discussion, Mr. Jerry Garrett made a motion for conditional approval with the 10 stipulations that are listed. Mayor Coombs seconded the motion. The motion passed unanimously 8-0.

**Item#3 North Creek Commons Lots 23-27/Suiter Surveying:** Requests preliminary subdivision plat approval for five (5) lots on Conference Drive across from Windsor Green Boulevard. Property contains 9.29 acres and is referenced as Davidson County Map/Parcel # 02600010600. Property is zoned GOPUD, General Office Planned Unit Development. Property Owner: Armed Services Mutual Benefits Association.

**(9.1 15-16)**

Mr. Suiter presented the request. Staff reviewed and explained the request is for a preliminary subdivision plat for commercial lots and a new commercial roadway section. Staff discussed the new phase of the development process including construction plans and a final subdivision plat. Staff discussed a request to provide an internal access easement between new roadway and lot 27 to provide internal private drive connections. Staff and Commission discussed that this would not be a street and the easement could be limited in width. Staff discussed the owner has requested to define the easement/drive location further in the process when more detailed site work is completed. Staff discussed the proposed roadway includes adequate width for three travel lanes and that lot 27 is proposed to have a direct access to Conference Drive. Staff discussed this access location was defined with a Conference Drive curb cut. Staff and the Commission discussed using the existing site detention pond that was constructed by TDOT with the Conference Drive Project. Staff discussed the pond is used then it will need to follow TDOT standards due to potential future undisclosed issues with Conference Drive. Staff and Commission stated engineering date will be needed to ensure the use of the existing pond but there was concern with two adjacent ponds and possible limitations of internal access connection. Commissioners discussed possibilities of redesigning the detention pond to remove the need for chain link fence which is a maintenance issue. Staff's recommendation is for approval with at the internal access easement being defined later in the development plan process but the plat meets preliminary plat requirements.

Based on staff report and recommendation, Motion to approve by Mr. Jeff Duncan, Seconded by Mr. Tony Espinosa. Motion passed unanimously, 8-0.

**Item#4 Copper Creek Section 2-Phase 1 \$645,000 Subdivision Performance Bond Expiration.** Planning and Development Services staff request review of bond extension.

Staff reviewed. Addam McCormick updated the Planning Commission Members on the current status of the performance bond for Copper Creek Section 2-Phase 1 which is to expire September 11, 2016. Mr. McCormick discussed items that need to be addressed before the last 10% of building permits are issued or any other defined time frame with phase 2-1 are: street lights, landscaping, and clubhouse/open area sidewalk improvements. He discussed expectations for final asphalt surface installation on the roadways in section 2-1. Staff recommended a one year extension at current amount (\$645,000), building permits be held for for final (10%) of lots (or other defined time frame) in section 2-1 until the street lighting, remaining landscaping, and sidewalk installation in common open space/amenity areas be completed within the next one-year bond period.

Thomas Steffan represented Meritage Homes of Tennessee. Mr. Steffan updated the Commission on the status of the remaining items. He informed that the sidewalks for amenity area/common area for section 2-1 and 2-2 are contracted to be completed later in August. Mr. Steffan stated Meritage Homes is working with NES (Nashville Electric Service) and hopes to have the street lights activated sometime this fall (October). He discussed plans for landscaping and should have the remaining amenity landscaping features in by the end of October. Staff and Commission members discussed the improvements (resurfacing asphalt surface) of Allen Road and other streets in the development. Commissioner Jeff Duncan stated he had rather have binder down, do the construction, get a milestone buildout that they are pleased with and then pave the final topping. He suggested Allen Road be the last to finish the final topping due to heavy construction traffic. Addam McCormick suggested doing the other streets one section at a time when that particular area is 75%-85% completed.

After discussion, Mayor John Coombs made a motion to extend the bond in the full amount of \$645,000 for one year, and have the amenity items discussed completed by October 2016 to include: Featured landscaping, street light, and sidewalks. Mr. Grady McNeal seconded the motion. The motion passed unanimously, 8-0.

**Item#5 Vineyard Phase 3 \$6,500 Subdivision Letter of Credit Expiration.** Planning and Development Services staff requests review of bond extension or release.

Addam McCormick stated this is a small bond regarding an area at the end of True Vine. The bond was to ensure landscaping trees survived the initial planting season and to ensure a small section of sidewalk to be completed. Addam McCormick stated the trees appeared to be faring well. He discussed two sections of sidewalks still need to be completed and the developer, Brock Rust planned to have those sections completed by the end of the month before the bond Expires. Staff recommended releasing the bond if sidewalks are completed by October 1, 2016. If not completed, the City will use the remaining bond amount to complete the sections of sidewalks. Commissioner Jeff Duncan made a motion to pull the bond (\$6,500) on the expiration date if the party holding the bond does not abide by the sidewalk requirements by October 1, 2016. Mr. Scott Trew seconded the motion. The motion passed unanimously, 8-0.

**Item #6 Comprehensive Land Use Plan Amendment:** Planning and Development

Services staff requests an amendment to define the Town Center area including sections of Main Street, Moncrief Avenue, French Street, Memorial Drive, McCoin Drive, West Cedar Street, and Jones Ave.

Addam McCormick discussed the streets to be included in the amendment to define the Town Center Area. The streets include: sections of Main Street, Moncrief Avenue, French Street, Memorial Drive, McCoin Drive, West Cedar Street, and Jones Avenue. He stated the goal is to put all these properties under the extension of the Commercial Core Overlay zoning section. Mr. Jerry Garrett made a motion to approve the amendment to define the Town Center area with sections of the streets listed. Mr. Tony Espinosa seconded the motion. The motion passed unanimously, 8-0.

**Item #7 Zoning Map Amendment:** Planning and Development Services staff requests Recommendation to the City Commission to amend the Zoning Map to extend the CCO, Commercial Core Overlay District to the defined Town Center Area as referenced in Item #6.

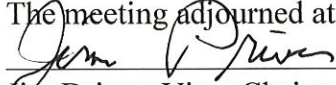
Addam McCormick explained that this is a zoning amendment to extend the CCO Commercial Core Overlay area to include the defined Town Center area and would need to be forwarded to the City Commission. He explained once this is set up, the property owners would be able to develop their properties with reduced and flexible setbacks with the zoning uses permitted per the specific property defined zoning district.

After discussion, Mayor Coombs made a motion to amend the zoning map to extend the CCO, Commercial Core Overlay to the defined areas discussed in item #6. Mr. David Lynn seconded the motion. The motion passed unanimously 8-0.

**Item #8 Zoning Ordinance Amendment:** Planning and Development Services Staff requests recommendation to the City Commission to amend the Zoning Ordinance Section 14-210 Planned Unit Development Districts, Item 5. Commercial Planned Unit Developments and Table I, Land Use Activity Matrix to remove the transient habitation hotel land activity from The permitted uses in the GOPUD, General Office Planned Development District.

Staff discussed the current hotels in the area, mainly the new development of hotels on Conference Drive in the GOPUD, General Office Planned Unit District. He explained that the looking at different options, Staff is proposing to remove hotels from the permitted land uses in the GOPUD district. The justification of the proposed amendment is to help support the stability of the existing nine (9) and four (4) new hotels in the area of Conference Drive/Long Hollow Pike, and to ensure a variety of commercial land uses in the Conference Drive area zoned GOPUD. Mr. McCormick explained the only two areas to be impacted are Conference Drive and an area behind Publix Supermarket (Long Hollow Pike). Motion made by Jerry Garrett to approve an amendment to the zoning ordinance to remove the transient habitation hotel land activity from the permitted uses in the GOPUD, General Office Planned Development District. Mr. Grady McNeal seconded the motion. The motion passed unanimously, 8-0.

The meeting adjourned at 6:00 p.m.

  
Jim Driver, Vice- Chairman

  
Rhonda Carson, ECD Assistant