OFFICIAL MINUTES OF THE MEETING
GOODLETTSVILLE PLANNING AND ZONING COMMISSION

July 11, 2016 5:00 PM

Goodlettsville City Hall
Massie Chambers

Present: Chairman Jim Galbreath, Vice Chairman Jim Driver, Commissioner Jeff Duncan, Mayor John Coombs, Scott Trew, Grady McNeal, David Lynn, Tony Espinosa, Jim Hitt
Absent: Jerry Garrett, Bob Whittaker
Also Present: Addam McCormick, Tim Ellis, Greg Edrington, Commissioner Zach Young, Jeff McCormick, Rhonda Carson, and others
Chairman Jim Galbreath called the meeting to order and Mayor Coombs offered prayer.

Minutes of the June 6, 2016 Planning Commission meeting stand approved as written.

Item#1 Zoning Map Amendment/Glenda Tinnin: Requests recommendation to the City Commission to rezone the 0.28 acre property at the corner of Springfield Highway/Hwy 41 and Forks Road to remove the INT, Interchange Commercial District Overlay from the CS, Commercial Services property zoning designation. Property is referenced as Sumner County Map 142, Parcel 6.03

Staff reviewed. Addam McCormick explained that the property on Springfield Hwy/Forks Rd. is approximately three tenths of an acre and currently zoned CS Commercial Services and within the INT, Interchange Commercial Zoning District Overlay. Mr. McCormick reviewed a similar request that was approved at the March 2016 meeting for the property across from Forks Road (845 Springfield Hwy.) He stated that these properties are more associated with Springfield Highway than the I-65 interchange area. He explained the permitted uses in the property base zoning of (CS, Commercial Services) which includes a variety of uses. The INT Overlay permits restaurants, convenience markets, fuel, hotels and telecommunication facilities (Cell/radio towers and antennas). Staff recommended approval based on the property fronting Springfield Highway and the building location and design could provide for a variety of Commercial uses associated with the CS Commercial Services zoning classification.
Property Owner, Glenda Tinnin represented this request. She said she has owned the property for over forty years without any revenue. She requested removing the INT zoning because it limits the uses for this property and rezoning it to CS which would allow for a proposed small car lot. Based on Staff recommendations, Mr. Jim Driver made a motion to approve the request to remove the INT, Interchange Commercial District Overlay from the 0.28 acre property and forward to the City Commission. Jim Hitt seconded the motion. The motion passed unanimously 9-0. Will be forwarded to the Goodlettsville City Commission.

Item#2 Northcreek Business Park Subdivision Lot 4/Ragan Smith: Requests final master plan approval for seventeen (17) lots on Sydney Drive. 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. Property Owner: Meritage Homes of Tennessee Inc. **(9.1 12-16)**

Staff reviewed. Addam McCormick stated this is for approval of Final Master Plan at Copper Creek Subdivision Section 2 Phase 3 for seventeen (17) lots on Sydney Drive. He explained that Copper Creek was originally approved with the preliminary master plan to have five (5') feet minimum side setbacks for interior lots and for a minimum fifteen (15') separation between houses. He stated that Copper Creek Phase 2-1 and 2-2 were approved and platted with only the five (5') feet minimum side setback requirement. He stated that due to the design of the development regarding lot width and house size, staff recommends the five (5') feet minimum setback remain in place and the 15ft. separation requirement be deleted to be consistent with the new phases of the development since the first two phases were completed without out. He Stated Staff recommendation is to go forward and meet with Meritage to get an amendment to correct the issue. Mr. McCormick stated the second issue with the Final Plat is a small area of open space behind lots 8-11 that does not have access to it. Staff recommends an access easement to be listed on the final subdivision plat to provide access for maintenance and limited access. He stated the items discussed could be installed on the final subdivision plat. Jake Vincent with Ragan Smith represented this item. Mr. Vincent stated that they would work with Staff to address any access easement issues or correcting the Master Plan.
Based on Staff recommendations, and input from developers, Commissioner Jeff Duncan made a motion to approve Final Master Plan for Copper Creek Subdivision Section 2 Phase 3 with the following conditions:

1. At August meeting, Planning Commission to vote on a minor amendment to the Master Plan to formally delete the minimum fifteen (15') feet separation between houses. If not approved, the fifteen (15'ft.) separation will remain and be recorded on the Final Plat.
2. An access easement to be added for the open space area behind lots 8-11

Mr. Scott Trew seconded the motion. The motion passed unanimously 9-0.

Item#3 Cobblestone Townhomes/Civil Site Design Group: Requests a minor amendment to the final master plan regarding private street design installation requirements. Property is zoned HDRPUD, High Density Residential Planned Unit Development. Property is referenced as Davidson County Map/Parcel #034010E90000CO and is located at 604 Alta Loma Drive. Property Development: Music City Investments, LLC. Property Owner: O.I.C Cobblestone Townhomes. **(9.1 36-07)**

Staff reviewed. In 2008 the Cobblestone Townhomes were approved with the stipulation that the private streets have heavy duty pavement. The goal was to have the main drive, the loop and the drive aisles paved to this standard. This request is to change the paving requirements for the rest of the loop and parking lots to a standard that is currently acceptable for the city streets of Goodlettsville. The request is to change the prior stipulation for and 8"rock base, 4" asphalt binder and 2" asphalt surface, to a

currently acceptable city roadway standard of 8" rock base, 2" binder and 1.5 asphalt [illegible] City Engineer, Greg Edrington advised that since the dumpster pads have concrete [illegible] to protect the pavement, he was agreeable with this change. Commissioner Jeff Duncan requested clarification as to if the site will have dumpster pads. He thought the City was currently picking up the trash at this location. City Manager, Tim Ellis stated that Cobblestone was not the subdivision where the city had to step in and pick up the trash. It was pointed out that the dumpster pad was not built yet, but there was a temporary dumpster on site for residents to use. Staff recommended approval. Mr. Jim Hitt made a motion to approve this request. David Lynn seconded the motion. The motion passed 9-0.

Item#4 Goodlettsville Masonic Lodge 271: Requests site plan approval for a 1,261 sq. ft. building addition at 108 Memorial Drive. Property is zoned CSL, Commercial Service Limited and is within the CCO, Commercial Core Overlay. Property contains 0.37 acres and is referenced as Davidson County Map/Parcel # 02504008700. **(9.1 13-16)**

Mr. Kenny Norman with the Goodlettsville Masonic Lodge represented this request. He addressed the Planning Commission Members and explained that the Lodge is seeking approval for a 1,261 sq. ft. building addition. He stated the need for the addition is to improve the restrooms and make them handicap accessible and also make general updates to the building. Staff reviewed. Addam McCormick stated this is an existing building of 2,654 sq. ft. with a proposed building addition of 1,261 sq. He discussed the stipulations required and also flood requirements for the building. The property currently does not have any City of Goodlettsville flood requirements for the building, but Mr. McCormick explained that FEMA is in the process of adopting the new Flood Insurance Rate Maps. He discussed the requirements that will have to be met if building starts after the new Flood Maps are adopted. Staff and Planning Commission members discussed flood elevations, exterior covering of the building, roof materials, survey of the site plan, design standards and landscaping requirements of the proposed addition. Staff recommended approval with stipulations. Based on Staff recommendation and discussion, Commissioner Jeff Duncan made a motion to Conditionally approve the request with the following conditions:

1. Brick to be installed along the front of the building including the small offset along the existing sidewall between the existing building front and proposed addition front. Brick to be consistent with existing brick color.
2. Other walls to be split face block tinted or painted to match existing sidewalls.
3. Roof materials to be consistent with existing materials.
4. A surveyed site plan be completed with building permit application to confirm minimum fifteen (15') feet side setback requirements and sixty (60ft) feet rear stream buffer.
5. Landscaping strip to be extended along the front of the building addition area and new consistent decorative landscaping (shrubs and small understory trees) be installed along the existing and extended landscape strip.
6. Public sidewalk to be extended to the limits of the new addition.

Mr. Grady McNeal seconded the motion, the motion passed unanimously 9-0. City Manager, Tim Ellis reminded Mr. Norman that the updated FEMA flood maps could be adopted as early as fall.

Item#5 Zoning Ordinance Amendment/Planning and Development Services Staff: Requests recommendation to the City Commission to amend the Zoning Ordinance Section 14-208 Supplementary District Regulations, Item D. Off Street Parking Lot Design Standards, Part (iii) Access Control to amend existing standards and incorporate additional standards.

Addam McCormick discussed the proposal to amend the zoning ordinance to include additional standards for driveway access. He reviewed the current access ordinance. The proposed amendments include defined limitations for both residential and commercial. He discussed the changes, which included:
*Maximum number of driveways
*Separation from intersections
*Minimum 10ft. residential paved/concrete driveway requirement
*defined sight distance
*Separation between driveways
*Increased entrance curve radius based on roadway speed
*Provisions for traffic study for certain size developments
He stated the amendments include a provision to allow the Planning Commission based on City Engineer and City Planner recommendations to reduce or extend the requirements based on the roadway traffic and visibility conditions.
He stated this is a very involved ordinance, but thinks this is a good base to address some of the intentions the City has concerning driveway access. He discussed TDOT's recently amended driveway standards and explained that any project on TDOT roadways would require both City and State approval. Chairman Galbreath asked if a certain request prompted the many changes to the current ordinance. Addam McCormick stated that a previous lawsuit was one of the reasons for the change. He said the intentions of the City were good, but the current ordinance did not back it up. Chairman Galbreath asked for clarification on the 10ft. residential paved/concrete driveway. Mr. McCormick stated the goal for residential is to have a surface where rocks and dirt are not coming off the driveway and also for a level area for pulling out. Mr. Tony Espinosa made a motion to include these additional standards recommended by Staff and to forward this on to City of Goodlettsville Commission. Jim Driver seconded the motion. The motion passed unanimously, 9-0.

Item #6 Zoning Ordinance Amendment/Planning and Development Services Staff: Requests recommendation to the City Commission to amend the Zoning Ordinance Section 14-206 Commercial District Regulations, Item (6) Commercial Core Overlay District to include provisions for a Town Center area along W Cedar, French, and Memorial Streets.

Addam McCormick discussed the goals of the City to define a Town Center area. The area will include; Main Street from Moncrief Ave. to Jones Street and sections of West Cedar and limited lots on McCoin Drive. Staff's intention of the Town Center is to have an area with mixed uses of residential and commercial, with the buildings closer to the street with parking in the rear when possible. He stated the amendment to the Zoning Ordinance would add a section to the existing Commercial Overlay Zone for the Town Center area. The additional provisions will allow flexibility to reduce setbacks and site design for the designated area. He discussed how the City will need to adopt a streetscape design for the area. He stated a public hearing is scheduled for August 1st to define the mapping area. City Manager, Tim Ellis

discussed the City's vision for this area and stated this a long term project, not something that will happen next month. He said the City is trying to put a plan in place so in the future, everyone who looks at this area will know what is required and what the City's goals are. Mayor Coombs discussed having a designated area for parking to enhance the service ability of this area. After discussion and based on Staff recommendations, Mr. Grady McNeal made a motion to approve the request. Mr. David Lynn seconded the motion. The motion passed 9-0. Addam McCormick noted that at the August meeting the comprehensive plan will be defined for this area.

Discussion Items:

Proposed carwash site development on Long Hollow Pike

Addam McCormick discussed a request for a fully automated car wash and dog wash station on Long Hollow Pike in front of the Publix shopping center. The property is currently zoned CPUDL, Commercial Planned Unit Development Limited which does not permit this use. He explained that the Reynold's (applicant) requested to present the idea for discussion to determine if the zoning ordinance should be amended to allow this use. George and Camille Reynolds presented an overview of a proposed business that is environmentally friendly, affordable and convenient for a car wash and dog washing facility. They stated it would furnish jobs and be an asset to the community. The proposed location is on the corner of Loretta and Long Hollow Pike. After the presentation and discussion, Addam McCormick clarified this item is only for discussion and a formal request could be made by the applicant to move forward.

Proposed property subdivision on North Creek Blvd and North Gate Circle and front building setback requirements

Addam McCormick stated Staff had received a request to subdivide the existing 2.33 acre Lot (Hampton Inn property). He explained the limited development of this property due to setbacks. The property is zoned CPUD, Commercial Planned Unit Development which includes a 60ft. front building setback requirement. He explained that since the property is on a corner lot then two front setbacks are required, which reduces the buildable area of the property. The applicant asked for the Planning Commission to discuss the setback requirements and the applicant asked about a setback variance/alteration to increase the buildable area of the proposed lot. Mayor Coombs stated he would like to see a workable business opportunity for the lot before moving forward with subdividing. Mr. McCormick stated that Staff had not heard anything back from the applicant, and at this time, it was on a discussion item.

Proposed Planning Commission By-Laws amendment regarding successive site development plan applications

Addam McCormick discussed a proposed Planning Commission By-Laws amendment regarding denied administrative items like site plans and concept and preliminary subdivision plats. He gave an example of the amendment and noted Staff will move forward on creating the changes.

The meeting adjourned at 6:40 p.m.

Jim Galbreath, Chairman

Rhonda Carson, ECD Assistant