OFFICIAL MINUTES OF THE MEETING
GOODLETTSVILLE PLANNING & ZONING COMMISSION

May 2, 2011 5:00 PM Goodlettsville City Hall
Massie Chambers

Present: Jim Galbreath, City Commissioner John Coombs, Jim Driver, Grady McNeal, Jim Hitt, Scott Trew, Gary Franks, Bubba Willis, City Commissioner Jane Birdwell
Absent: Carol Crews
Also Present: Rick Gregory, Jim Thomas, Tim Ellis, Tom Tucker, Larry DiOrio, Vicky Ignatz, Pat & Frank Schmidt

Item #1 Jim Galbreath called the meeting to order. McNeal offered prayer.

Item #2 9.1 #4-11 Consider request by Atwell, LLC, Two Towne Square, Ste. 700, Southfield, MI for approval of the Final Master Plan for Fifth Third Bank, Caldwell Square, Long Hollow Pike @ Caldwell Road, Sumner County Tax Map 143-I, Group G, a portion of parcel 4.

Staff reviewed. Gregory reported this proposal is for approval of a site plan previously approved for Fifth Third Bank in Caldwell Square. No progress toward construction of the project was made and the one-year approval deadline lapsed. This request for renewal contains no major technical changes from the previously approved site plan; however, based on commission comments the northern elevation architectural features have been improved. During technical review, a few minor items were found that need further attention – parking island reorientation, different selection of shrubs for installation where constant rimming will be require, etc. The developer's engineer informed staff there are no obstacles to making the needed changes as identified. Staff recommends conditional re-approval with those minor technical issues being addressed before a building permit application is submitted.

Willis made a motion for conditional approval of the Final Master Plan for Fifth Third Bank, Caldwell Square, long Hollow Pike @ Caldwell Road, Sumner County Tax Map 143-I, Group G, a portion of parcel 4 based on review of submitted plans, discussion by the Planning Commission, staff recommendation, and the project engineer's intent to make needed changes as identified by staff. McNeal seconded the motion. The motion passed unanimously, 9-0.

Item #3 Consider action on Letter of Credit No. 739 in the amount of $184,200 for installation of infrastructure for Cottage Grove @ Twelve Stones Crossing due to expire 5/8/11. The applicant is Brock Rust, Villa Property, LLC, 509 Indian Hills Mound, Goodlettsville, TN.

Staff reviewed. Gregory reported the applicant has requested a one-year renewal of Letter of Credit No. 739 in the amount of $184,200 for installation of infrastructure and landscaping for Cottage Grove @ Twelve Stones Crossing.
Staff reported that he will discuss with the developer the schedule for final installation of Edmonson Court roadway and recommends the one-year extension of the surety at the current amount of $184,200.

Driver made a motion for a one-year renewal of Letter of Credit No. 739 in the amount of $184,200 for infrastructure/landscaping installation for Cottage Grove @ Twelve Stones Crossing based on the developer's request and staff recommendation for renewal. Hitt seconded the motion. The motion passed unanimously, 9-0.

Item #4 Consider action on Letter of Credit No. 522 in the amount of $215,000 for installation of infrastructure for The Vineyards @ Twelve Stones Crossing, Phase I and II due to expire 5/8/11. The applicant is Brock Rust, Villa Property, LLC, 509 Indian Hills Mound, Goodlettsville, TN.

Staff reviewed. Gregory reported the applicant has requested a six-month renewal of Letter of Credit No. 522 in the amount of $215,000 for installation of infrastructure for The Vineyards @ Twelve Stones Crossing, Phase I and II.
Staff recommends a six-month renewal of the surety based on the remaining on-site stormwater issues to be addressed by the developer.

Hitt made a motion for a six-month renewal of Letter of Credit No. 522 in the amount of $215,000 for installation of stormwater infrastructure for The Vineyards @ Twelve Stones Crossing, Phase I and II based on the developer's request and staff recommendation for renewal. Willis seconded the motion. The motion passed unanimously, 9-0.

<u>Item #5</u> Consider action on Letter of Credit No. 7100089270 in the amount of $450,000 for maintenance of infrastructure for Robert Cartwright Drive, Phase IIA due to expire 6/5/11. Investors Land Partners II, L.P., 100 Winners Circle, Ste. 400, Brentwood, TN 37072 is the developer of the site.

Staff reviewed. Gregory reported that staff has not received a response from the developer relating to the expiration of the surety for Robert Cartwright Drive, Phase IIA. An extension is in order to enable completion of Robert Cartwright Drive. If no extension is requested by the developer, staff requests the Planning Commission to allow for preparations for the calling of Letter of Credit No. 7100089270 prior to the expiration date of 6/5/11.

Driver made a motion for a one-year renewal of Letter of Credit No. 7100089270 in the amount of $450,000for infrastructure for Robert Cartwright Drive due to expire on 6/5/11. Furthermore, if the developer does not respond to the renewal request, staff is directed to make preparations for the calling of the surety for the installation of infrastructure for Robert Cartwright Drive, Phase IIA prior to the expiration date of 6/5/11 based on staff recommendations. Coombs seconded the motion. The motion passed unanimously, 9-0.

<u>Item #6</u> Consider action on Letter of Credit No. 7100085310 in the amount of $160,000 for maintenance of infrastructure for Dry Creek Road, Phase I due to expire 6/5/11. Investors Land Partners II, L.P., 100 Winners Circle, Ste. 400, Brentwood, TN 37072 is the developer of the site.

Staff reviewed. Gregory reported that staff has not received a response from the developer relating to the expiration of the surety. An extension is in order to enable completion of Dry Creek Road. If no extension is requested by the developer, staff requests permission to begin preparations for the calling of surety for the completion of installation of infrastructure for Dry Creek Road. Planning Commission members discussed a need for a time line for completion of Dry Creek Road to Old Dickerson Road and to direct the developer to correct the improper transition from South Dickerson Road to the deceleration lane into the development.

McNeal made a motion for a one-year renewal of letter of Credit No. 7100085310 in the amount of $160,000 for maintenance of infrastructure for Dry Creek Road. Furthermore, if the developer does not respond to the renewal request, staff is directed to make preparations for the calling of the surety for maintenance of infrastructure for Dry Creek Road, Phase I prior to the expiration date of 6/5/11; the developer is to provide a time line for the completion of Dry Creek Road to Old Dickerson Road; and the developer is directed to correct the improper transition from South Dickerson Road to the deceleration lane into the development based on staff recommendations and discussion by the Planning Commission. Driver seconded the motion. The motion passed unanimously, 9-0.

<u>Item #7</u> Consider action to recommend to the Goodlettsville City Commission an amendment to the Goodlettsville Zoning Ordinance relating to Ordinance No. 11-753, Goodlettsville Wind Turbine/Wind Energy Facility.

Staff reviewed. Gregory presented the ordinance for final review and comments. After discussion, the planning commissioners recommended: 1) deletion of Section 14-908, Item 2 - Definitions, No. 9 – Separation of Distance and 2) revision of Section 14-908, Item 2 – Definitions, No. 3 – setback to include "restrict installation of free standing poles to the rear yard of the property.

Willis made a motion to recommend to the City Commission an amendment to the Goodlettsville Zoning Ordinance to include Ordinance No. 11-753 – Goodlettsville Wind Turbine/Wind Energy Facility. The document will be revised to include corrections and deletions as noted in the item discussion. Trew seconded the motion. The motion passed 9-0.

<u>Item #8</u> Consider adoption of the amended Goodlettsville Planning Commission By-Laws.

Staff reviewed. Gregory presented the revised document of the Goodlettsville Planning Commission By-Laws and Rules of Procedure based on last month's recommendations from the commission, City Commissioner John Finch and Russell Freeman, legal consultant. After further discussion, the commission recommended additional revisions:

1) Section I, A. Name - reference Sections 13-3-101 and 13-3-102 Tennessee Code Annotated when citing planning commission name requirements;
2) Section I, C. Membership – reference Sections 13-3-101 and 13-3-102 Tennessee Code Annotated when citing membership requirements;
3) Section I, D. Order of Business – do not include "public comment" in the order of business;
4) Section II, E. Secretary - reference Sections 13-4-302 and 13-3-402 Tennessee Code Annotated when citing secretary duties requirements;
5) Section III, D. Agenda – revise submittal of plans timeline from three (3) weeks to five (5) weeks;
6) Section IV, A. General – sentence No. 2 shall read "Agenda items shall be followed in order of appearance on the printed agenda but additional items not requiring a vote may be placed on the agenda by unanimous consent of the members of the planning commission present at the meeting";
7) Section IV, A. General - sentence No. 3 shall read "Items may be removed from the agenda at the request of the applicant or the order of appearance on the agenda may be changed by majority vote of the planning commission members present at the meeting";
8) Section IV, C. Zoning Amendments - reference 13-7-204 and 13-7-105 Tennessee Code Annotated when citing zoning amendment requirements.
9) Section V, A. Interpretation and Filing – Sentence No. 1 shall read "The Commission shall interpret the meaning of these by-laws and rules."

Staff was directed to make noted changes and present a draft of the Goodlettsville Planning Commission By-Laws and Rules of Procedure at the next available meeting.

Item #9 Commission Comments.

Tom Tucker, Goodlettsville Economic Development Director reported that the current retail/economic development strategy is not productive. The Planning Commission discussed restructuring the economic strategy based on the projected economic climate and review/analyze zoning and land use to correspond to any proposed changes. Suggestions ranged from developing our strength as the northern gateway to Nashville, a boutique style retail destination, establishment of an artisan center to co-exist with the antique district, increased mixed use retail and residential district, provide additional residential retirement site, the addition of a farmers market location. Staff was directed to schedule a meeting with the Planning Commission and City Commission to discuss this issue.

The meeting adjourned at 7:23 PM.

~~Jim~~ Galbreath, Chairman

Vicky Ignatz, Planning Assistant