

OFFICIAL MINUTES OF THE MEETING
GOODLETTSVILLE PLANNING COMMISSION

March 4, 2024

Goodlettsville City Hall

5:00 p.m.

Massie Chambers-Auditorium

Present: Chairman Scott Trew, Jeff Duncan, Cisco Gilmore, Jeff Parnell, Mayor Rusty Tinnin, and Judy Wheeler.

Absent: Grady McNeal

Also Present: Addam McCormick (Staff), Tim Ellis-City Manager, Russell Freeman-City Attorney, Jenni Lester (Staff), Sharon Reed (Staff) and Alex West (Staff).

Scott Trew called the meeting to order and welcomed new member Cisco Gilmore. Gilmore offered prayer.

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

Item #2 Approval of February 5, 2024 Meeting Minutes: Wheeler made a motion to approve the minutes of the February 5, 2024 meeting, Duncan seconded the motion. The motion passed.

Item #3 Trew opened the Public Forum on Planning Related Topics.

John T. Fey – 407 Moss Trail

Fey commented he has concerns with the many zoning changes and no public notice before going to Commission meetings for a vote.

Fey discussed agenda item #9 requests re-zoning and there is no rezoning sign notification for the public to be aware of the request.

Fey stated the public hearing signs should be posted where the public can see and not have to look for the re-zoning signs.

Fey asked where is the public notification for the re-zoning requests?

Fey commented that the entire neighborhood should be notified of re-zoning requests and not just adjacent property owners.

-Trew asked McCormick how neighborhoods are notified of zoning requests?

-McCormick responded on re-zoning public hearing signs for City Commission meetings, and by law advertised in the paper, for issues with the Board of Zoning and Appeals, mailed notices and signs.

-Ellis explained Public Hearings are at the City Commission meetings and this meeting is for public comments.

-Fey asked if signs could be placed and citizens notified of re-zoning requests such as agenda item#9.

-Ellis responded staff will discuss how we can address the issue effectively for you.

Trew asked for any additional comments and no additional comments were received.

Tinnin made a motion to close the public forum, seconded by Parnell. The motion passed unanimously.

The Public Forum was closed.

AGENDA

Item #4 New Heights Church/ Evergreen Site Solutions: Requests site plan approval for 4,500 square feet building and parking lot improvements at 363 Caldwell Drive. The 1.82-acre property is zoned R-15, Medium Density Residential and is referenced as Sumner County Tax Map/Parcel# 143 07300 000. (1-24)

Item Representative: Pastor Brad Arthur and Van Oldham, Site Engineer

Staff Discussion:

- The City's engineer consultant has limited remaining comments regarding storm water design.
- The plan cover sheet includes a statement that the new building will meet the City's Design Guidelines for a community facility in a residential zoning district including a minimum 33% brick and or stone required- other materials permitted include split face block, EIFS, glass, 15% decorative metal, wood or cement fiber board siding.
- The landscape plan includes a requested reduced buffer dimension from twenty-five (25') feet to nine (9') feet along the west property boundary due to the limited area dimension remaining.
- The plans also include a wider buffer directly behind the building with solid evergreen planting instead of a mixture of canopy and understory plantings.
- The Planning Commission can require a solid fence in these two (2) locations in addition to landscaping for the reduced plantings and buffer width proposed.
- Staff Stipulation-Revised plans to be reviewed and approved by City's Engineer Consultant prior to the issuance of land disturbance/grading permit.
- Staff Stipulation-Lighting plan to include a shield or other method to reduce lighting at west property and residential house property boundary to less than 0.10 footcandle intensity.
- Staff Stipulation-Landscaping plan to include additional plantings in the section behind the building and installing additional buffer materials or solid fence along the western edge of the parking lot.
- Staff Stipulation-If proposed building construction requires fire sprinklers, provide fire hydrant meeting the City's Fire Code requirements.
- Motion Option- Approve site plan with staff stipulations including any additional items determined by the Planning Commission.
- Motion Option- Defer request to include additional information as determined by the Planning Commission that requires additional review by the Planning Commission.
- Motion Option- Denial of revised site plan as determined by the Planning Commission.

Planning Commission Discussion:

- Oldham discussed drainage in the parking lot into the bioretention area and outflow pipe.
- Oldham discussed installing a flow spreader and grade or ditch around the area.
- Oldham discussed the landscape buffer and fencing options.
- Arthur discussed the artificial stone for the front and side of the building and do cement fiber board siding only on the back of the building and add this stone requirement to exiting building to have a similar design on site.
- Arthur explained they would like to do a weathered look on both buildings so the entire campus looks the same.
- Parnell discussed the residents next door to the church property and buffer design.
- Arthur responded he has known the residents for years and they communicate with them all the time

and have been since the property was staked over a year ago.

-Duncan recommend fencing for the one side and no fencing for the back of the building.

Motion: Motion by Duncan to approve the request with the four (4) stipulations outlined by staff, seconded by Gilmore. The motion passed unanimously.

Item #5 Scooter's Coffee Site Improvement Plan/Ware Malcomb: Requests site plan approval for a 664 square feet drive thru building and revised site improvements at 801 Rivergate Parkway. The 0.55-acre property is zoned CSL, Commercial Services Limited and is referenced as Davidson County Tax Map/Parcel# 02614002000. Property Owners: Maymee Miller and Harvey Cantrell (2-24)

Item Representative: Mike Lorrain

Staff Discussion:

- Existing site redevelopment includes the removal of an existing 3,730 sq. ft. restaurant facility and replacement with a 664 sq. ft. coffee drive-thru building.
- The property, including the existing building location, is within a recently designated FEMA floodway.
- The new building location is outside the designated FEMA floodway.
- The proposed site alterations including the existing building removal exceed 10,000 sq. ft. in area so a storm water quality facility is required.
- The existing driveways on Rivergate Parkway and Wren Road will be maintained.
- The proposed site layout includes the availability for thirteen (13) vehicles in the drive-thru lane.
- Staff Stipulation-Revised plans to be reviewed and approved by City's Engineer Consultant prior to the issuance of land disturbance/grading permit.
- Staff Stipulation-Dumpster screen to include split face block that is painted/tinted to match building.
- Motion Option- Approve site plan with staff stipulation including any additional items determined by the Planning Commission
- Motion Option- Defer request to include additional information as determined by the Planning Commission that requires additional review by the Planning Commission.
- Motion Option- Denial of revised site plan as determined by the Planning Commission.

Planning Commission Discussion:

- Lorrain stated they are first time franchisees and want to start a business in Goodlettsville.
- Lorrain stated Rivergate parkway prime location for Scooter's Coffee speed of service concept.

Motion: Motion by Parnell for approval with the two (2) stipulations outlined by staff, seconded by Wheeler. The motion passed unanimously.

Item #6 Fast Pace Health / MB Civil Engineering, LLC: Requests revised Dollar Tree site plan per the November 6, 2023 approval for an additional 3,726 medical office building on 2.05 acres at 413-419 S. Main Street and 107 Harris Street. Properties are referenced as Davidson County Tax Map 025 Parcels 018, 019, 020, and 021 and are zoned CSL, Commercial Services Limited/Commercial Core Overlay. Property Owners: Cindy and Rick Morrow (3-24).

Item Representative: Rick Morrow, Property Owner

Staff Discussion:

- The Planning Commission at the November 6, 2023 meeting approved the Dollar Tree site plan

including an area shown for a second building on the property.

-The proposal is for limited site plan revisions and architectural exterior elevations for a medical office building.

-The proposal includes the medical office building being on a separate lot from the Dollar Tree development.

-The shared driveways, sidewalks, and storm water detention facility will be included in easements on the upcoming subdivision plat.

-Motion Option- Approve revised site plan including any additional items determined by the Planning Commission.

-Motion Option- Defer request to include additional information as determined by the Planning Commission that requires additional review by the Planning Commission.

-Motion Option- Denial of revised site plan as determined by the Planning Commission.

Planning Commission Discussion:

-Morrow stated the construction can be completed on both sites at the same time which will be good.

-Duncan complimented Mr. Morrow for the quality of the product.

Motion: Motion by Tinnin to approve the request, seconded by Wheeler. The motion passed unanimously.

Item #7 213 S Main Street Site Plan/R.L Montoya Surveying: Requests conceptual site plan for six (6) attached residential units at 213 S. Main Street. The 0.92-acre property is zoned CSL, Commercial Services Limited/CCO, Commercial Core Overlay/Town Center and is referenced as Davidson County Tax Map/Parcel# 02504009900. Property Owner: First Holding, LLC. (4-24).

Item Representative: No Representative

Planning Commission Discussion:

-Trew stated with no representation we automatically defer, or do we need to discuss the property?

Staff Discussion:

-McCormick stated there are questions remaining on the property, so someone needs to be here to address some comments.

Motion: Motion by Parnell to defer the request, seconded by Duncan. The motion passed unanimously.

Item #8 Burnett Real Estate Group/CSR Engineering, Inc: Requests site plan approval extension for a 2,318 sq. ft. office building at 400 Two Mile Parkway. Planning Commission approval at the December 4, 2017 meeting. The property contains 0.29 acres and is referenced as Davidson County Map/Parcel# 02605013600 and is zoned OP, Office Professional. Property Owner: Matthew Barnett (20-17)

Item Representative: No Representative

Staff Discussion:

-The property owner has requested an extension to start the project.

-The site plan was approved in 2017.

-Due to the State of Tennessee defined project vested rights provisions, the project approval has expired

due to more than three (3) years since plan approval without the property owner obtaining a permit and starting work on the project.

-The site plan for the project appears to include less than 10,000 sq.ft. of site alteration and the site plan was designed to provide a consistent impervious site area with the previous site development.

Planning Commission Discussion:

-Parnell discussed the proposed site plan, building size and parking area.

-McCormick responded the building is a small one (1) story building.

Motion: Motion by Duncan to approve the extension, seconded by Parnell. The motion passed unanimously.

Item #9 Long Hollow Pike Rezone/ Green LID Design: Requests rezoning from R40, Low Density Residential to HDRPUD, High Density Residential Planned Unit Development and preliminary master plan for twenty-four (24) attached residential units and one detached residential unit on 3.9 acres at 775 Long Hollow Pike. Property Owners: Lindsey and Johnathan Runion (5-24).

Item Representative: John Runion, Property Owner

Staff Discussion:

-The proposal is for twenty-four (24) one bedroom attached residential units in four (4) buildings and the existing one family detached dwelling at the back of the property for a total of 6.4 dwellings units per acre.

-The proposal is for a smaller scale version of the Cottage Grove development on Willis Branch Road.

-The Cottage Grove development includes 101 attached units at three (3) dwelling units per acre.

-The proposed preliminary master plan includes proposed twenty (20') feet building setbacks along the north and south property lines.

-The City's Planned Unit Development includes fifty (50') minimum setbacks for multi-family units along property lines.

-The proposed project drive to Willis Branch Road that is within the TDOT SR 174/Long Hollow Pike right of way will also require TDOT review and approval.

-This section of drive within the right of way will be a public street section and will be required to be built as a street section.

-The project drive (outside of public right of way section) design includes private street and parking areas.

-Motion Option- Recommend approval to the City Commission to rezone the property to HDRPUD, High Density Residential Planned Unit Development and preliminary master plan approval to include staff stipulations and other items determined by the Planning Commission during the meeting discussion.

-Motion Option- Recommend denial to the City Commission to maintain the property zoning as R-40, Low Density Residential.

-Motion Option- Deferral to include any additional information or possible other zoning classifications as determined by the Planning Commission during the meeting discussion.

Planning Commission Discussion:

-Runion stated the goal is for a fifty-five (55) plus community the same as College Grove.

-Duncan discussed the preliminary site plan with the parking and logistics in the rear of the units.

-Duncan expressed concern with the high density in a small area and not a comparable project to

College Grove.

- Parnell discussed the property connecting to Willis Branch with traffic issues and prefer connections to Long Hollow Pike.
- McCormick responded TDOT would be involved to connect Willis Branch because it is in the right-of-Way and also on Long Hollow Pike
- Parnell discussed concerns of the development in the area as High Density residential.
- Duncan discussed contour lines and slopes on the site and difficult to develop.
- Wheeler discussed the size of the proposed units compared to College Grove and concerns with pulling out on Willis Branch from Long Hollow.
- Ellis asked Runion if this would be deeded lots or rental property?
- Runion responded as of now it will be rental property but possibly be deeded later.
- McCormick discussed the fifty (50') feet setbacks requirement along the property lines.
- Duncan expressed concern with the site, high density rental scenario and in a neighborhood that currently does not have it.

Motion: Motion by Duncan to defer the request, seconded by Parnell. The motion passed unanimously.

Item #10 Ryan Munding and Jill Gardner, Property Owners: Requests a Subdivision Regulations variance to permit a two (2) lot subdivision of the 3.05-acre property at 120 Connor Drive with property access provided an easement. The property contains a one family detached dwelling. The proposal is to subdivide the property for an additional lot and the construction of a one family detached dwelling unit. The property is zoned R25, Low Density Residential and is referenced as Davidson County Tax Map/Parcel# 02512001000. Subdivision Regulations Section 1-112-109.

Item Representative: Ryan Munding and Jill Gardner, Property Owners

Staff Discussion:

- The City's Subdivision Regulations permits one residential lot to be created with access provided by a fifty (50') feet access easement.
- The City's Zoning Ordinance include the same regulation so a Zoning Ordinance variance request will also be reviewed by the Board of Zoning and Sign Appeals at their Tuesday March 5, 2024 meeting.
- The City's Subdivision Regulations requires lots to have a minimum of fifty (50') feet of public roadway frontage or private street frontage.
- The City requires public and private streets to be constructed to City Standards to provide a quality street foundation and service for resident access, emergency services, and utility services like trash pick-up.
- The ordinance section to permit one lot to gain access by a fifty (50') feet access easement is to provide for a limited residential use and construction to prevent the number of residential lots and residential homes not accessed by a public or private street constructed to city standards to reduce the potential for emergency and utilities services access issues.
- The applicant is requesting to subdivide the existing 3.05-acre property.
- The property is zoned R25, Low Density Residential.
- The minimum lot size in the R-25 zoning district is 25,000 /0.57 acres.
- The applicant's proposed lot dimension would be roughly 120 feet lot width with 35,000 square feet lot area.
- The proposed lot dimension would meet the Zoning Ordinance lot width and size requirements of the R25 zoning district.
- The property deed references the right of way agreement/access easement through the adjacent

property at 118 Connor Drive. If the variance request is approved, the right of way agreement/access easement would need to be altered by both property owners and recorded to include a reference to the new lot and three (3) possible future property owners.

- The Subdivision Regulations includes review criteria for variances. Any motion to approve or deny the request will need to include the variance review criteria used as the basis for the motion.
- Motion Option- Approval of the variance request to permit the subdivision of the property based on the request meeting the Subdivision Regulation variance criteria due to the lot size and location of property and the variance is due to a hardship limiting a reasonable use of the property per the R25 zoning district requirements or other variance criteria determined by the Planning Commission during the meeting.
- Motion Option- Denial of the variance request based on the request not meeting the Subdivision Regulations variance criteria as determined by the Planning Commission during the meeting.
- Motion Option- Defer the request for the applicant to provide additional information or review with staff regulation amendment options instead as determined by the Planning Commission during the meeting.

Planning Commission Discussion:

- Munding stated his mother-in-law lives with them in the basement and they would like to have her on the property in an independent dwelling close to family.
- Tinnin asked if the property owner they share the driveway with now is comfortable with adding a third party?
- Munding responded Ms. Lynn (neighbor) expressed she hopes it works out for them.
- Duncan has concern about creating a land locked lot and discussed options for the subdivision of the lot.
- McCormick discussed the purpose of limiting number of driveways on an easement including quality of the roadways, and maintenance responsibilities for all of the owners accessing the easement.
- Parnell discussed easements for each lot and zoning requirements.

Motion: Motion by Duncan to approve with the stipulation that proper documentation of access and egress is available at the time the lot is created, seconded by Tinnin with the stipulation. The motion passed.

Item #11 Community Development Staff: Requests recommendation to the City Commission to amend the Zoning Ordinance Section 14-206 (7) Interchange Overlay District to expand the uses permitted under the fuel and service station classification. The request is per a business proposal within the INT Overlay District on Long Hollow Pike.

Item Representative: Addam McCormick

Staff Discussion:

- Staff received a request to permit an express oil change facility with the INT Interchange Overlay District.
- The INT overlay districts permits automobile fuel and service stations.
- The applicant discussed under the Zoning Ordinance definition of automobile service stations that (iii) Lubricating services would include an express oil change facility.
- Staff discussed the staff interpretation is that the fuel and service use permitted in the INT overlay was intended for fuel service to be required and any automotive service would be accessory to the fuel

service.

-The applicant's proposal is to add automobile service as a permitted use in the INT overlay since the uses are associated with vehicle travel along interstate I-65.

-Staff presented a Proposed Zoning Ordinance Amendment.

-Motion Option- Recommend approval to the City Commission to amend the Zoning Ordinance to add the automotive servicing use in the INT Interchange Overlay district

-Motion Option- Recommend denial to the City Commission to maintain the INT Interchange Overlay district permitted uses.

-Motion Option- Deferral to include any additional information as determined by the Planning Commission during the meeting discussion.

Planning Commission Discussion:

-Ellis discussed the property's use as an automotive servicing center versus a restaurant establishment and the original intent with the overlay district.

-Parnell expressed in his personal opinion this is the wrong use for Long Hollow Pike and we need to be serving people with more eateries and retail.

Motion: No Motion.

With no further business, the meeting was adjourned at 6:41 pm.

Scott Trew, Chairman

Sharon Reed, Planning Assistant