

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

June 6, 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 Scott Trew offered prayer.

Minutes of the May 2, 2016 Planning Commission meeting stand approved as written with correction to show Tony Espinosa and Bob Whittaker present at the April 4, 2016 meeting.

Addam McCormick introduced the City of Goodlettsville's new City Engineer, Greg Edrington. Mr. Edrington gave a history of his education and previous work experience and noted that he will look forward to working with the City and the Planning Commission.

**Item#1 Goodlettsville Church of the Nazarene/Perry Engineering, LLC:** Request site plan approval for a 20,851 sq. ft. building addition at 400 Loretta Drive, Property contains acres and is zoned A, Agricultural. Property is referenced as Sumner County Map 143, Parcel 4.01. **(9.1 09-16)**

Staff reviewed and stated this request is for a 20,851 sq. ft. building addition to the Goodlettsville Nazarene Church. The proposed addition will be used for the children's ministry and administrative offices. The property is 20.07 acres and is zoned Agricultural. Mr. McCormick discussed parking and showed that the parking area should be sufficient to accommodate the addition. Staff asked Perry Engineering to provide storm water calculations to show that the existing detention ponds could accommodate additional storm water runoff and still meet requirements. Staff reviewed the landscaping plan and the proposed elevations. Staff also requested Perry Engineering to provide a revised detailed handicap ramp showing handrails on both sides of ramps. Mr. McCormick also explained that the design engineer did not anticipate any increase in traffic since the expansion is for the children's area and administrative offices. John Klaxon with Perry Engineering and Tim Gates, Senior Pastor of the Church represented this request, and agreed with Staff comments. Commissioner Jeff Duncan noted that storm water calculations should be based on the current condition and volume of the storm water detention area. Based upon Staff recommendations and discussion, Jim Driver made a motion for conditional approval to include:

1. Revised Handicap Ramp Detail
2. Submission of Storm Water calculations based on the current volume

of the Storm Water detention area to ensure compliance with regulations.

Mr. David Lynn seconded the motion. The motion passed unanimously 9-0.

**Item#2 Northcreek Business Park Subdivision Lot 4/Ragan Smith:** Requests minor final subdivision plat approval for a 1.52 acre tract on Business Park Circle. Property is Zoned GOPUD, General Office Planned Unit Development, Property is referenced as a portion of Sumner County Map 143J, Group F, Parcel 9.03, Property Owner: Northcreek, LLC. **(9.1 10-16)**

Staff reviewed and explained this is a request for a minor final subdivision plat approval for a 1.60 tract. Staff recommended approval based on plat meeting subdivision regulation requirements. Wes Magill with Ragan Smith represented this request. Based upon Staff recommendations, Mr. Jim Hitt made a motion for approval of the request. Mr. Grady McNeal seconded the motion. The motion passed unanimously, 9-0.

**Item#3 Higgs Pediatric Dentistry/Ragan Smith:** Request site plan approval for 7,438 sq. Ft. building on Business Park Circle adjacent to 3066 Business Park Circle. Property contains 1.52 acres and is zoned GOPUD, General Office Planned Unit Development. Property is referenced as a portion of Sumner County Map 143J, Group F, Parcel 9.03. Project Developer: Dr. Clark Higgs **(9.11-16)**

Staff reviewed and recommended approval based on the site plan meeting zoning and design guideline requirements. Wes Magill with Ragan Smith represented this request. Commissioner, Jeff Duncan noted that utility contact information should be updated on Sheet C4.1. Based upon Staff recommendations, Mr. Tony Espinosa made a motion to approve the request with a condition to update utility contact information on C4.1. Mr. Jim Driver seconded the motion. Motion passed unanimously, 9-0.

**Item#4 Zoning Map Amendment/Amrollah Sharifi & Naiuz Sharif:** Request recommendation to the City Commission to rezone the 0.26 acre property located at 201 West Cedar Street from R-10, High Density Residential to CSL, Commercial Services Limited. Property is referenced as Davidson County Map/Parcel # 0204001300.

Staff reviewed. Addam McCormick explained that this property is located at 201 West Cedar Street and is zoned R-10 (Medium Density Residential). This property is 0.26 acres and is adjacent to existing commercial zoned properties. Mr. McCormick explained that the applicant is requesting the Planning Commission recommend to the City Commission to rezone the property from R-10, High Density Residential to CSL, Commercial Services Limited. Mr. McCormick noted that the Davidson County Tax records still list Wells Fargo as the property owner. Staff verified with a Wells Fargo representative that the property sold last month but the deed has either not been submitted to or processed by the Davidson County Register's Office. Applicant, Sharifi said he is the

current owner and can provide a deed for the property.

Staff recommended approval providing the applicant can confirm in writing they are an authorized agent of the property. Staff's approval recommendation is also based on the area being shown on the City's Land Use Plan as Commercial Concentration and is adjacent to existing commercial zoned properties. Mayor Coombs stated that the area of West Cedar, French Street, and Memorial are considered to be the town square. He stated he would like to know the intent of the owner and what type business would be proposed for this property. Mayor Coombs suggested before recommending a zoning classification change of this property to the City Commission, he would like to know if the proposed business would be in keeping with the vision of the Town Square Plan. Addam McCormick discussed the permitted uses that would be available in the proposed CSL (Commercial Services Limited) district. Mr. McCormick also clarified that if the property did change to CSL, the property could continue to be rented as a duplex residential (under non-conforming provisions) but once it changed to commercial, it can't go back to residential. Amrollah Sharifi represented this request and stated he had no set plan for the property but possibly a small commercial office if rezoned. After discussion with the applicant, Staff, and Planning Commission regarding rezoning processes, adjacent property zonings, and the CSL commercial zoning district, Mr. David Lynn made a motion to disapprove the request for recommendation to the City Commission for rezoning of this property. Mr. Scott Trew seconded the motion. The motion to disapprove the request was unanimous, 9-0.

**Item#5 Zoning Ordinance Amendment/Planning and Development Services Staff:**

Requests recommendation to the City Commission to amend the Zoning Ordinance Sections 14-201. Provisions relating to construction of language and definitions. Section 14-213 Administration and Enforcement, Section 9. Conditional Use Permits (f) Specific Standards for Commercial Activities. And Table I, Land Use Activity Matrix to incorporate provisions for community gardens.

Staff reviewed. Addam McCormick stated that the State adopted a Community Gardening Act to encourage cities to include community gardens. He said Staff researched and found that Metro Nashville has developed detailed regulations to prevent the negative aspects associated with gardens in commercial areas. He stated this recommended provision to the zoning ordinance for commercial garden facilities would be permitted as a conditional use and reviewed by the Board of Zoning and Sign Appeals. The intention is for the gardens to be limited to a community scale and not be a large acreage commercial agricultural use. A community garden facility in commercial areas would provide opportunities for vacant properties temporary and positive land uses and facilities for volunteers and educational programs. Based on discussion and staff recommendation, Mr. Jim Driver made a motion to forward this request to the City Commission. Jim Hitt seconded the motion. The motion passed 9-0.

**Item #6 Zoning Ordinance Amendment/Planning and Development Services Staff:**

Request Recommendation to the City Commission to amend the Zoning Ordinance Section 14-208 Supplementary District Regulations, Section 9. Portable Building Regulations to

incorporate provisions for donation bins.

Staff reviewed. Addam McCormick reviewed the proposal. He explained that due to a Federal District court cases that overturned ordinances that prohibited or greatly limited uses based on first amendment violations, Staff met with the City Attorney to review a draft ordinance including Portable Building Regulations for donation bins. Staff and Commission Members discussed items concerning the donation bins such as: locations allowed, number of bins per property/development, size of the bins, application process and maintenance and violation/penalties. After discussion, Commissioner Jeff Duncan made a motion to modify the proposed amendment option #1:

1. to one (1) donation bin on a property per property
2. Change ordinance to reflect one bin with not to exceed twenty-five (25) sq. ft. in area
3. Remove screen wall verbiage

Scott Trew seconded the motion. The motion passed unanimously 9-0 and will move forward to the City Commission for review.

**Item #7 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, Section (e.) Accessory Buildings Regarding square footage calculations.

Staff reviewed. Mr. McCormick presented to the Planning Commission Members proposed amendments for the zoning ordinance to include revised calculation methods for accessory buildings and limited residential addition connections. He explained the four (4) options and stated the proposed amendment section is separate from the section addressing exterior material requirements. After discussion regarding the purpose of accessory building, different property zoning requirements, maximum lot coverage ratios and maximum floor area ratios, different examples of and ideas of amendment to address the current zoning issues, Scott Trew made a motion to approve the proposed amendment option #1 that was presented.

(e) Accessory Buildings

(vii) In residential districts, total area of accessory building(s) or structure(s) with a roof shall not exceed seventy (70%) percent of the area of the principle building. The maximum Square footage for accessory and principle buildings are also subject to the defined maximum Building lot coverage requirements and maximum floor area rations defined by the ordinance.

(d) Limited Connections

(iii) Be subordinate in area, intent and purpose to such principle use and shall not exceed Seventy (70%) percent of the principle building square footage.

Mr. Jim Driver seconded the motion. The motion passed unanimously 9-0 and will move forward to the City Commission for review.

**Item #8 Allen Road Annexation Plan of Services**

Staff reviewed and explained the City of Goodlettsville’s need to annex 2,100 feet of Allen Road from Long Hollow Pike to Old Stone Road in Copper Creek. The annexation is for the City to control the access and maintenance of the section of roadway with the development of Copper Creek. The roadway is owned by Sumner County. City Staff has attempted to seek permission from the County Executive or Attorney but the County Commission would have to approve the request. The roadway does not meet city standards regarding widths, sidewalks, roadside drainage but it is an existing public roadway section. If annexed, the City will need to install city street signs and over time minor drainage work will be needed due to limited road side ditches. City police and fire service patrols will be extended on this roadway section. Based upon discussion and Staff recommendations, Mr. Jim Hitt made a motion to approve the request and move forward to the City Commission for review. David Lynn seconded the motion. The motion passed unanimously 9-0.

**Discussion Items:**

**Masonic Lodge Addition at 108 Memorial Drive**

Staff discussed the proposal of a building addition to the Masonic Lodge and who to handle zoning requirements due to existing building design and site limitations. Commission discussed landscaping and exterior wall materials.

The meeting adjourned at 6:58 p.m.

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Jim Galbreath, Chairman

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Rhonda Carson, ECD Assistant