

OFFICIAL MINUTES OF THE MEETING
GOODLETTSVILLE PLANNING AND ZONING COMMISSION

November 6, 2017
5:00 p.m.

Goodlettsville City Hall
Massie Chambers

Present: Chairman Tony Espinosa, Vice Chairman Jim Galbreath, Mayor John Coombs, Vice Mayor Jeff Duncan, David Lynn, Grady McNeal, Scott Trew, Jerry Garrett, Judy Wheeler, Jim Hitt, Bob Whittaker

Absent: All present

Also Present: Tim Ellis, Jeff McCormick, Greg Edrington, Rhonda Carson, Mary Laine Hucks, Kimberly Lynn

Chairman Espinosa called the meeting to order and Scott Trew offered prayer.

With no changes or additions to the agenda, Jim Hitt made a motion to adopt the agenda. Scott Trew seconded the motion. Motion passed unanimously 11-0.

Motion made by David Lynn to approve the minutes of the October 2, 2017 Planning and Zoning Commission meeting. Grady McNeal seconded the motion. Motion passed 11-0. Minutes stand approved as written.

Motion was made by Mayor Coombs to move item #1 to the latter part of agenda to allow more time for representation to arrive. Vice Chairman Galbreath seconded the motion. The motion passed unanimously, 11-0. **Meeting began with item #2 on the agenda.**

Item #2 Jackson Crossing/Willow Brook Hendersonville, LLC/Land Solutions Company:

Request final master plan amendment approval for 21,000 sq. ft. commercial center on 2.1 acres at 102 Long Hollow Pike and Jackson Road regarding revised retaining wall and landscaping design and front building setback variance. Property is zoned CPUDL, Commercial Planned Unit Development Limited and is referenced as Sumner County Sumner County Tax Map/Parcels# 143067.00 and 067.04. Property Owner: Willowbrook Hendersonville, LLC
(9.1 #7-17)

Lynn Ealey with Land Solutions Company represented this request. Staff discussed the request and proposed changes to the Jackson Crossing project. Director of Planning & Development Services, Addam McCormick reviewed the progress of the project and stated the site is challenging and has presented obstacles as the developer has moved forward. He reviewed the proposed amendments requested to the final master plan.

- Regrade to limit the need of some of the retaining wall along the wooded floodway boundary of the property and change the design of the wall from a concrete style wall to a Gabion basket design.
- Proposed revised plan includes shifting the 10,000 square foot building closer to Jackson Street for a twenty (20) foot setback instead of the thirty-five (35) foot boundary setback

required by the Planned Unit Development section of the Zoning Ordinance. This variance to be at the very corner of the front building.

He reviewed the minor changes also requested as relocating a drainage culvert catching the off-site Jackson Street drainage from the back of the building into the extension of the drainage culvert through the property. He also reviewed proposed changes to the landscaping.

Staff recommended approval for the request with stipulations. All parking dimensions are to be per Zoning Ordinance requirements of nine (9) ft. parking space width (excluding ADA spaces meeting space and aisle requirements) and to provide screen to back of 10,000 square foot building in area of units 6/8. Staff also requested the Planning Commission allow staff to determine landscape installations at time of planting to permit flexibility in design due to limited space in these areas.

Scott Trew commented on how well the improvements to the site are looking and was in favor of the proposed changes/variance to move the project forward.

Vice Chairman Galbreath asked representative, Lynn Ealey if he acknowledged and agreed to the staff stipulations. Mr. Ealey responded that they are acceptable.

Grady McNeal asked for clarification of the building/handicap space elevation/dimension of back of the handicap ramp to the building. Mr. Ealey stated ten (10) ft. between the ledge of the curb and the building and in that ten (10) ft., will be five (5) ft. of ramp that will allow travel from the asphalt up the ramp (six (6) inch variation between asphalt/concrete sidewalk. Mr. Ealey stated it is a ramp like you would see with any new construction of handicap space.

Based upon staff recommendations, input from the developer and discussion had at this meeting, Scott Trew made a motion to conditionally approve the request. Stipulations to include:

- Parking dimensions to be per Zoning Ordinance
- Additional landscaping to be installed meeting foundation building planting requirements and to provide screen to back of 10,000 square ft. building in area of units 6/8.

Bob Whittaker seconded the motion. The motion passed unanimously 11-0.

Item #1 Copper Creek Phase 1, Section 2A/Debar Land Company, LLC/H&H Land Surveying, Inc.

Requests approval of a revised final subdivision plat for six (6) lots on Allen Road. The Planning Commission previously approved a subdivision plat containing twenty-one (21) lots. The proposed six (6) lots were part of the previously approved subdivision plat. Property is zoned LDRPUD, Low Density Residential Planned Unit Development. Property is referenced as Sumner County Map 143, Parcels 22 and 22.09. Property contains 12.52 acres. Property Owner: Copper Creek, LLC GHERTNER & CO. (9/1#41-07)

Gary Armstrong with Dalamar Homes represented this request. Staff reviewed. Addam McCormick reviewed the history of the previously approved subdivision plat. He stated the Planning Commission extended the previously approved Copper Creek Phase 1/Section 2 final master plan (2006) and final subdivision plat (2007) at the January 2017 meeting. The previous

subdivision plat was approved for twenty-one (21) lots. He explained that the stipulation for approval was contingent upon the developer correcting the pre-existing drainage issue coming from the top of the hill in Copper Creek Phase 1/Section1. He explained the drainage plans have been revised for the drainage culvert directing storm water from Copper Creek Phase 1 sections 1 and 2 to outlet directly into the existing detention pond by Allen Road.

Mr. McCormick discussed the purpose of the revised plat is to permit building construction on the six (6) frontage lots along Allen Road which contain existing road frontage and sewer service. He explained that these lots are part of the original twenty-one (21) lots and the six (6) drain directly to the existing 36" drainage culvert under Allen Road and will not be routed into the existing storm water detention pond. Mr. McCormick reviewed the requests from Public Works Department. They requested the existing thirty-six (36") pipe under Allen Road to be extended with a driveway installed for the Public Works Department to access the detention pond and sewer main. The existing drive on Allen Road will be removed with the construction of the six (6) lots along Allen Road. City Engineer, Greg Edrington requested revised drainage pipe layout that was recently approved to be installed prior to or at the time as the six (6) along Allen Road to ensure that this drainage will be completed. Mr. Edrington reminded the board that the City made a commitment to the adjacent property owner to resolve their drainage issues, and that should be done before any work was done on this plat. Mr. Armstrong with Dalamar Homes stated they are committed to that and agreed with this recommendation.

Mr. McCormick stated there are no concerns with the subdivision plat because they are just doing a portion of the approved twenty-one (21) lots at this time.

Chairman Espinosa read the staff's recommendations and stipulations of approval. He asked Mr. Armstrong if he was in agreement with all. Mr. Armstrong stated that he was in agreement with the stipulations.

Based on staff recommendations, and discussion had at this meeting, Judy Wheeler made a motion to conditionally approve the request based on the following stipulations:

1. Developer to extend existing thirty-six (36) drainage culvert and install a driveway for access to detention pond and sewer main. Location of driveway to be provided by Public Works Department and work to be completed before recording of subdivision plat or bonded per the amount determined by the Public Works Department at the time of plat recording.
2. Approved revised storm drainage culvert location to be completed prior to or concurrently with the construction of the six (6) lots along Allen Road.

Jerry Garrett seconded the motion. The motion passed unanimously 11-0.

Item #3 Zoning Ordinance Amendment/Planning and Development Services Staff:

Request recommendation to the City Commission to amend the Zoning Ordinance Section 14-210(4)(f)(iii)(D) High Density Residential Planned Unit Developments to increase the maximum number of residential units for properties within defined mixed use commercial centers.

Staff reviewed the proposed Zoning Ordinance Amendment:

ZONING ORDINANCE SECTION

14-210 Planned unit development district regulations.

(4) Residential planned unit developments

(iii) High density residential planned unit development.

(D) AMENDED SECTION

(A) The maximum overall densities shall be in terms of the number of dwelling units per gross acre of all the area within said development.

(B) The maximum floor area shall be in terms of a ratio of total floor area per total area within said development, as provided herein.

(C) Yard requirements are waived and the following minimum controls shall be applied.

Maximum density 7/acre Maximum floor area ratio .20 Minimum open space 20 percent

Maximum building height 3 stories.

(D) The Goodlettsville Municipal/Regional Planning Commission and City Commission may authorize a high density residential planned unit development to be increased in density up to fifteen (15) units per acre for projects in commercial center mixed use areas with infrastructure to support the increased density including pedestrian connections to the mixed use commercial center areas. Maximum floor area ratio 1.0, maximum building height four (4) stories but may be increased to be consistent with the adjacent commercial developments in commercial center mixed uses areas. The minimum open space twenty (20) percent and minimum size of site may be reduced in size as determined by Planning Commission and City Commission during master plan review.

(iv) Special high rise projects. The Goodlettsville Municipal/Regional Planning Commission and City Commission may authorize a PUD to be a high rise project if said project is specifically designed for the use and occupancy of persons sixty (60) years old or older. The following requirements shall apply: Maximum density 25/acre Maximum floor area ratio 1.0 Minimum open space 20 percent Maximum building height 6 stories The minimum size of site may be reduced to three (3) acres.

Planning Commission members discussed. Vice Mayor Duncan stated that very few areas in the City would meet this criteria. Mr. McCormick responded the areas would mostly be limited to Conference Drive and the eventual Town Center Area.

Jerry Garrett made a motion to approve the request to amend the Zoning Ordinance Section 14-210(4)(f)(iii)(D) High Density Residential Planned Unit Developments to increase the maximum number of residential units for properties within defined mixed use commercial centers. Recommendation to be forwarded to The City Commission.

Grady McNeal seconded the motion. The motion passed unanimously 11-0.

Discussion Items:

Bed and breakfast and short term rentals

Staff reviewed and followed up on previous discussion regarding short term rentals. Addam McCormick presented examples of surrounding areas and their defined ordinances regarding bed and breakfast and short term rentals. He stated the State of TN should revisit this topic in the spring of 2018 and he hoped it could establish more guidelines. Staff and Planning Commission members discussed and gave feedback and suggestions on short term rentals. Mayor Coombs suggested opening the floor to citizens in the audience to speak on behalf of this discussion. Chairman Espinosa asked if anyone would like to speak.

Frank Schmidt, HOA Secretary of Vineyard/12 Stones Crossing (residing at 166 Tara Lane) came forward to speak. He asked if the Home Owners Association (HOA) will be able to respect and utilize its bylaws/covenants of prohibiting short term rentals regardless of legislations decision. Staff stated they will seek the advice of the City attorney and relay back to Mr. Schmidt. City Manager, Tim Ellis clarified that HOA enforcement is not part of the City's responsibility.

Addam McCormick stated the City has sent violation letters to the known property owners that are operating short term rentals in the City.

Bob Whittaker and members discussed the need for a larger Conference Center within the City.

Sumner County Planning Commission Training Session

Addam McCormick reviewed the Sumner County Zoning and Planning Annual Training Session. The session is scheduled for Monday November 27, 2017 from 5:00-9:00 p.m. at Gallatin City Hall. Dinner to be provided. Preliminary topics to include: horizontal property regime format townhouse and condo type developments property ownerships, housing market trends, and Robert's Rules of Order meeting organization and process procedures. Mr. McCormick reminded the Planning Commission members that State Law requires four (4) hours of training annually. Minutes reflect training opportunities and attendance/hours.

Planning Commission Training: Traffic Calming/Complete Street Designs

Addam McCormick gave a summary of traffic calming designs to incorporate into development designs and planning and engineer design focus on complete streets for all modes of transportation including vehicles, bike, pedestrian, transit, buses, etc.

NOTE:

Sumner County Planners Association November 27th Training Session

4 hours- Private Property Rights, Horizontal Property Regime, Site Design Practice 101

Attendees:

Jerry Garrett, Planning Commission

Scott Trew, Planning Commission

William Carter, Zoning and Sign Appeals

Bob Whittaker, Planning Commission

Tony Espinosa, Planning Commission

David Lynn, Planning Commission

John Coombs, Planning Commission/City Commission

Addam McCormick, Staff

MTAS Planning and Zoning Workshop

4 hours- Subdivision Regulations and Infrastructure

Attendees:

Judy Wheeler, Planning Commission

Grady McNeal, Planning Commission

Zach Young, City Commission

Rhonda Carson, Staff

Addam McCormick, Staff

Meeting adjourned at 5:44

Tony Espinosa, Chairman

Rhonda Carson, ECD Assistant

