

OFFICIAL MINUTES OF THE MEETING
GOODLETTSVILLE PLANNING AND ZONING COMMISSION

December 4, 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: Addam McCormick, Tim Ellis, Jeff McCormick, Greg Edrington, Rhonda Carson, Mary Laine Hucks, Kimberly Lynn

Chairman Espinosa called the meeting to order and offered prayer.

With no changes or additions to the agenda, David Lynn made a motion to adopt the agenda. Bob Whittaker seconded the motion. Motion passed unanimously.

Motion made by Jerry Garrett to approve the minutes of the November 6, 2017 Planning and Zoning Commission meeting. Grady McNeal seconded the motion. Motion passed unanimously. Minutes stand approved as written.

Item #1 North Creek Commons Lots 23-27/Suiter Surveying & Land Planning, Inc.:
Requests final subdivision plat approval for five (5) lots on Conference Drive across from Windsor Green Boulevard. Property contains 10.10 acres and is referenced as Davidson County Map/Parcel# 02600010600. Property is zoned GOPUD, General Office Planned Unit Development. Property Owner: Armed Services Mutual Benefits Association.
(9.1 #6-17)

Staff reviewed. Director of Planning and Development Services, Addam McCormick stated this request is for a final subdivision plat which the Planning Commission previously approved the preliminary subdivision plat and master plan. He stated Staff has no comments on the final subdivision plat and he discussed the bond requirements needed. He stated the bond is for remaining improvements. The developer currently has a bond of \$365,000 in place with the City for site grading/clearing and storm water improvements. The total estimate for the project was \$545,000. Staff is working with the developer and applicant and the City's engineering consultant for the Conference Drive Streetscape project regarding traffic signalization and turn lane and median alterations at the Conference Drive and Windsor Green Court intersection. Staff also recommended increasing the roadway cost estimate from \$100,000 to \$150,000 and has requested construction estimates for the Conference Drive turn lane and median improvements and the cost of Windsor Green Court (new) street area storm water quality feature.

Staff recommended approval of the plat, and bond to be \$595,000 (including current bond of \$365,000), plus cost for restriping and signalization of the intersection for the traffic signals, and cost of \$35,000 for storm water quality for the road area. Mr. McCormick stated, once the

amounts are determined, they will be added to the \$595,000, plus ten (10%) for overage and that will determine the final bond amount.

Matt Suiter with Suiter Surveying & Land Planning, Inc. represented this request. Mr. Suiter stated he had no other comments on the project and they will wait on estimate for the final bond amount.

Chairman Espinosa called for a motion regarding final subdivision plat approval for five (5) lots on Conference Drive across from Windsor Green Boulevard. He reviewed the stipulations pertaining to the bond as discussed; that the engineering estimate for the Conference Drive/Windsor Green Court intersection traffic signal and turn lane and median alterations and Windsor Green Ct. storm water quality feature be included in the subdivision improvement bond for the project, including the current \$365,000 and to be set at \$595,000.

Based on Staff recommendation, Jerry Garrett made a motion to approve the request with the stipulation as discussed. Judy Wheeler seconded the motion.

Before the vote was taken, Vice Chairman Galbreath asked for clarification that the bond amount could exceed \$595,000 when engineering cost are determined. Addam McCormick and Matt Suiter stated that is correct, the bond amount is \$595,000 plus the items that still need to be determined.

Chairman Espinosa stated that the stipulation needs to include the clarification that Vice Chairman Galbreath has provided. Chairman Espinosa then restated the motion with the clarification that the request be approved for the five (5) lots across from Windsor Green Blvd, based on the stipulation the bond be \$595,000 plus the cost for the signalization of Windsor Green, and possible turn signal and the water quality, plus add ten (10%) for overage for the final bond amount.

Jerry Garrett made the motion to approve the request based on the revised stipulation. Judy Wheeler seconded the motion. The motion passed unanimously 11-0.

Item #2 Burnett Real Estate Group/CSR Engineering, Inc.: Request site plan approval for a replacement 2,318 sq. ft. office building at 400 Two Mile Parkway. Property contains 0.29 acres and is referenced as Davidson County Map/Parcel # 02605013600 and is zoned OP, Office Professional. Property Owner: Living Word Church (9.1 #20-17)

Staff reviewed. Addam McCormick explained this development would include removing the current building on the property which is a church building that burned a couple of years ago. He stated this plan is a very limited design, to which they are trying to keep the same square footage of impervious asphalt building area to keep from having to add any drainage. The new proposed building will be a bit smaller and the parking lot will be a bit larger. The development will have a single entrance from Two Mile Pike with seven (7) parking spaces. Mr. McCormick commented that it will be a great improvement there and staff is glad to see it for the area. Matt Burnett with Burnett Real Estate Group/CSR Engineering, Inc. represented this request. Mr. Burnett provided the Board with pictures of the new proposed building and materials. He had no questions or other comments.

Staff recommended approval with the stipulation the culvert underneath the driveway have headwalls and be sized to meet minimum size requirement of (15”) per the City’s street standards.

Grady McNeal asked where the egress from the second floor would be and if the upstairs second floor would be occupied. Mr. Burnett stated the second floor will be occupied and the egress will be accessed from inside and windows are on both sides. Mr. Burnett also clarified that site will not have a commercial dumpster/dumpster pad since it will be a small office space.

Mayor Coombs asked about the plan showing garage doors and asked if they planned on parking in this garage area. Mr. Burnett stated they would not be parking in that area, and it will be used for storage of real estate signs and supplies.

Based on Staff recommendations, Jim Hitt made a motion to approve the site plan for a replacement 2,318 sq. ft. office building at 400 Two Mile Pike with the following stipulation:

1. Driveway culvert size and headwalls meeting City’s Street Standards.

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

Item # 3 Planning and Development Services Staff requests approval of the 2018 **Planning** Commission Meeting and Planning Commission Meeting and Plan Submittal Schedule

Mr. McCormick reviewed the 2018 Planning Commission calendar and plan submittal schedule. He also discussed the size of revised plans (11” x 17”) submitted for the Planning Commissioners.

David Lynn made a motion to accept the 2018 meeting calendar and plan submittal schedule.

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

Public Forum on Planning Related Topics

No one present to speak at this meeting.

Staff noted that a section of the property boundary of Copper Creek 2-1 and 2-2 is adjacent to a 7.95 acre property outside of the city limits. The Copper Creek master plan includes a landscape buffer between Copper Creek and the adjacent property. Some of the residents of Copper Creek have already installed fences in the back yard of the lots. Meritage has talked with the adjacent property owner and he has agreed for Meritage to install landscaping on his side of the property boundary with trees for landscaping buffers. The Planning Commission members did not have an issue with this, but Vice Mayor Duncan stated that a document should be provided from the adjacent property owner stating they are allowing the trees on their property.

Meeting adjourned at 5:20

Tony Espinosa, Chairman

Rhonda Carson, ECD Assistant