

**Minutes of the
Eagleville Planning Commission
Eagleville City Hall, Eagleville, TN
Monday, October 9, 2023 – 6:30pm**

PLANNING COMMISSION

PRESENT: Secretary Derrick Lynch
Commissioner Darren Shanks
Councilman Chris Hendrix
Commissioner Justin Bryant

ABSENT: Chairman Nick Duke

STAFF

Hellyn Riggins, City Manager Present
Katy Sanderson, City Clerk Absent

GUESTS

Rob Mulchan, SEC

CALL TO ORDER

The meeting was called to order at 6:34 p.m. by Acting Chairman/Secretary Derrick Lynch

ROLL CALL

City Manager, Hellyn Riggins called roll with a quorum present.

APPROVAL OF MINUTES/Other Business

a. Approve or Deny Planning Commission Minutes of July 17, 2023

Motion to Approve: Commissioner Darren Shanks
Second: Councilman Chris Hendrix
Approved: 4-0

b. Approve or Deny Planning Commission Minutes of September 11, 2023

Motion to Approve: Commissioner Darren Shanks
Second: Councilman Chris Hendrix
Approved: 4-0

DESIGN REVIEW RECOMMENDATIONS

OLD BUSINESS

Review and Recommend to City Council Annexation Agreement Conditions: Tax Map 120, Parcel 23.03; Tax Map 120, Parcel 23.10; and, Tax Map 120, Parcel 23.12.

City Manager, Hellyn Riggins, stated there were two maps in the packet. One was from the last Planning Commission meeting on September 11, 2023, and the other was a new one being presented at this meeting for the first time. Previously, there were several lots that did not meet the frontage requirement in the current PRD. Rob Mulchan, with SEC, who was at the September meeting is back with the updated map on behalf of the property owners.

- Mr. Mulchan stated that the previous lots that were short on the 90-foot road frontage are now updated to be the required 90-foot frontage on the road. Mr. Mulchan stated the cul-de-sac lots meet the 90-foot requirement at the arc of front setback. The lot count went from 102 lots to 99 lots.
- Ms. Riggins stated there are some scaled back amenities in order to not lose any lots. The mail kiosk and pavilion appear to have less parking compared to the map submitted at the September meeting.
- Ms. Riggins wanted to be clear that the step capacity is set at a 5 bedroom maximum per lot. This cannot be adjusted to one lot only having 3 bedrooms so another lot can take the extra 2 bedrooms added to its 5 bedrooms. Then the total number of bedrooms between the two lots would be 10. This should be very specifically addresses with the maximum written in the ordinance as 5 bedrooms per lot.
- Secretary Lynch expressed his concern that even though the cul-de-sac lots' setback are the 90-foot minimum, this could allow the frontage at the road to be significantly narrower. Mr. Mulchan stated that Consolidated Utility District (CUD) requires a minimum easement around the STEP tank which will address this. Ms. Riggins stated that requiring a minimum width even on cul-de-sacs may be something the Commission wants to consider for this reason. She stated that there could be language added to be worked out with Planning Commission for a reasonable frontage on the arc of the cul-de-sac.

That way the builder and the Commission both have a little leeway. Mr. Mulchan stated the minimum lot width of a squared up lot that CUD will let them get away with is approximately 55-60 feet wide. This accommodates the “halo” around the water box, the “halo” around the STEP box and room for the driveway.

- Ms. Riggins stated that 50 feet would be added as the minimum frontage in a cul-de-sac lot.
- Commissioner Shanks stated the new map had removed the 3-foot berm wall along College Grove Road as well as the stone columns. Mr. Mulchan stated there would be a buffer of landscaping and a fence but they were not trying to match what the Webb Road property had done. Ms. Riggins stated the berm or extensive landscaping along these lots is a requirement. Mr. Mulchan responded that they are planning to do a shrub row, a fence and then a line of trees behind them. This would provide decorative frontage along the road but also hides the backside of the lots on that side. Shrubbery would be a combination of different things that would create a flow and character. Ms. Riggins stated she feels nothing works as well as a berm. While a minimum 3-foot berm would be preferred, these are things the Commission can come back to when they get the site plan. She recommends the Commission suggest to the designers a minimum of a 3-foot berm.
- Commissioner Shanks questioned if there should be required landscape or division between this property and the other property owners that abut the development. Ms. Riggins stated it tends to be something that gets worked out between property owners.
- HOA will take care of the electrical billing.
- Ms. Riggins stated an R2 zone is a maximum of 35-foot height on the buildings. There is no discussion of number of stories.
- Secretary Lynch asked if Ms. Riggins had ever seen a builder put the electrical box(s) on the front of the house due to driveway placement. Ms. Riggins stated that there could be something added that no utilities be on the front plane of the house.

Ms. Riggins stated she will work to get this in ordinance form for the Council to adopt with annexation. She likes to do this so all parties are on the same page with requirements and expectations. She stated it will probably take until November to get this complete and maybe wrapped up in December.

Ms. Riggins wanted to correct in general from the September 11th meeting that the Webb Road development has a 1.07 density per acre and the College Grove development has a 1.4 density per acre. Hopefully in the future it will be a closer 1 to 1 acre density.

Ms. Riggins stated this may be brought back to the Planning Commission once she goes over the annexation requirements that keep changing.

Motion to Recommend for Annexation with Agreements as Modified to
City Council: Commissioner Darren Shanks

Second: Commissioner Justin Bryant

Approved: 4-0

NEW BUSINESS

- a. *Review and Recommend Approval of Ordinance NO. 2023-004, MUNICIPAL FLOODPLAIN ZONING ORDINANCE, AN ORDINANCE ADOPTED FOR THE PURPOSE OF AMENDING THE CITY OF EAGLEVILLE, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF EAGLEVILLE, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM.*

City Manager Riggins stated that this has already been adopted for FEMA guidelines as a stand alone ordinance but now needs to be put into the zoning ordinance.

Motion to Recommend for Approval to City Council:
Councilman Chris Hendrix
Second: Commissioner Darren Shanks
Approved: 4-0

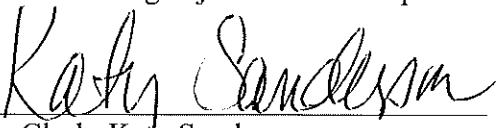
CITY MANAGER/CITY PLANNER

Presentation of Codified Zoning Ordinance


Ms. Riggins was pleased to share that the city’s zoning ordinance has been codified and six years worth of ordinances have been added. Ms. Riggins stated that Mike Walker, our consultant, has put a lot of time into helping her get this project complete. This being completed will make access for citizens and commissioners alike much easier. In the near future Ms. Riggins will go through and make additional changes and updates.
The Commission expressed their gratitude for Mr. Walker’s help with this.

ADJOURNMENT

Motion to Adjourn: Acting Chairman/Secretary Derrick Lynch
Meeting adjourned at 7:20 p.m.



City Clerk, Katy Sanderson

Approval by: 

Chairman Nick Duke

11-6-23
Date minutes were approved