



The Town of Coopertown  
2525 Burgess Gower Road  
Springfield, TN 37172  
615 382-4470

**PLANNING COMMISSION  
MEETING  
Monday, November 19, 2012  
6:00 P.M.**

**MEETING MINUTES**

**I. Call to Order**

The meeting was called to order by Interim Chairman, Martha Wall, at 6:00 p.m.

**II. Pledge of Allegiance**

**III. Roll Call** was conducted by Mayor Childs.

Present:

Martha Wall  
Ralph White  
Mayor Childs  
Glen Guyor

Absent:

Barbara Anderson  
Peggy Ruth

Also Present:

Building Commissioner, Vicky Bumgardner  
City Planner, Bryan Collins  
City Engineer, Mike Delviziis

**IV. Approve Meeting Minutes from October 15, 2012.**

Chairman Wall asked for a motion to approve the October 15, 2012 meeting minutes.

Mayor Childs motioned to approve the October 15, 2012 meeting minutes.

Glen Guyor seconded the motion.

All in favor signified by saying 'Aye'.

The motion passed unanimously.

**V. New Business**

1. Jimi Chappell application to rezone from AG to Rural Residential (RA), 2 parcels located at 2628 Woods Rd., splitting residence from Chappell Acres Chapel.

Surveyor, Jeff Chandler of Chandler Surveying spoke on behalf of Jimi Chappell. Brief discussion occurred regarding the application. It was determined that the plat included all requirements including driveway access for both lots. Planner Bryan Collins indicated that upon Board approval the applicant should return to the Planning Commission with a subdivision plat and to include all pertinent signatures.

Chairman Wall asked for a motion to approve recommendation of Jimi Chappell's request to rezone to the Board of Mayor and Aldermen which would allow her to rezone both of her lots from AG to RA, Rural Residential.

Ralph White motioned to recommend the rezone to the Board of Mayor and Aldermen.

Martha Wall seconded the motion.

All in favor signified by saying 'Aye'.

The motion passed unanimously.

## **VI. Old Business**

### **1. Planning Work Program for New Fiscal Year**

GNRC Planner, Bryan Collins, presented the new list of work items as taken directly from the Planning Work Program document created for the Town of Coopertown. The list consists of critical issues Coopertown's Planning Commission will tackle in the new fiscal year.

Interim Chairman Martha Wall asked for a motion to accept the Planning Work Program as outlined by Planner Collins.

Ralph White made a motion to accept the Planning Work Program.

Glen Guyor seconded the motion.

All in favor signified by saying 'Aye'.

The motion passed unanimously.

- Sign Ordinance – DRAFT

Discussion delayed until the new year.

### **2. Subdivision Regulations – Begin updating.**

Mike Delvizi read a list of his initial thoughts for improving Coopertown's current Subdivision Regulations.

Chairman Wall asked for a motion to allow Mike Delvizi to present an estimate to the Town for a rework of the current Subdivision Regulations and Zoning Ordinance.

Glen Guyor made the motion to allow Mr. Delvizi to present an estimate to revise the Subdivision Regulations and Zoning Ordinance.

Ralph White seconded the motion.

All in favor signified by saying 'Aye'.

The motion passed unanimously.

*At this point in the meeting Glen Guyor pointed out that the committee had overlooked the agenda item dealing with the Sign Ordinance.*

Mayor Childs recommended tabling discussion of the Sign Ordinance draft until January.

Glen Guyor made the motion to table discussion of the Sign Ordinance.

Ralph White seconded the motion.

All in favor signified by saying 'Aye'.

The motion passed unanimously.

**VII. Comments from Members and Citizens**

Vicky Bumgardner advised that she and Bryan Collins had worked on next year's schedule for the Planning Commission's meeting dates. In January and February there were Holidays coming up that would conflict with meeting dates; March – December meetings would be held on the regularly scheduled third Monday of every month. She also advised that the Planning Commission may want to discuss whether or not they will meet in December this year. She also mentioned that not all members have met the 4 hours of required annual training to hold a seat on the Planning Commission. To meet the January 1 deadline for completion the December agenda will include two hours of training time – topic to be determined.

Mayor Childs noted one vacancy on the Planning Commission that needs to be filled and that the number of members in the By-Laws may also need to be changed and should be put on the Agenda for the next meeting.

**VIII. Adjournment**

Chairman Martha Wall asked for a motion to adjourn the meeting.

Ralph White made the motion to adjourn.

Glen Guyor seconded the motion.

All in favor signified by saying 'Aye'.

The motion passed unanimously.

The meeting adjourned at 7:05 p.m.

**Original notes generated by Sharon Allen, City Clerk.**

These minutes are respectfully submitted by:

*Martha Wall*

Secretary

*12/17/12*

Date