



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

**PLANNING COMMISSION
MEETING
Monday, April 15, 2013
6:00 P.M.**

MEETING MINUTES

I. Call to Order

The meeting was called to order by Chairman, Martha Wall at 6:15 p.m.

II. Pledge of Allegiance

III. Roll Call was conducted by Chairman Wall.

Present:

Barbara Anderson
Mayor Childs
Diana Clack
Glen Guyor
Peggy Ruth
Martha Wall
Ralph White

Also Present:

City Planner, Bryan Collins
Building Commissioner, Vicky Bumgardner

IV. Approve Meeting Minutes from March 18, 2013.

Chairman Wall asked for a motion to approve the meeting minutes from March 18, 2013. Discussion regarding Bryan Collins comments about the three things to consider when composing a sign ordinance (Time, Place and Manner) was determined to be missing and should be added to the minutes.

Barbara Anderson made the motion to approve the meeting minutes from March 18, 2013 with revisions.

Peggy Ruth seconded the motion.

All in favor signified by saying, "Aye".

The motion passed unanimously.

V. Status of Letter(s) of Credit/Surety Instruments – None at this time.

VI. Old Business

1. Coopertown Ordinance RE: Accessory Apartment

The Board reviewed the document. Questions regarding setbacks (Section 2) and a distance of 35 feet placement to the primary structure being too restrictive, were both discussed.

After much deliberation, Chairman Wall asked for a motion to table further discussions until modifications can be made.

Barbara Anderson motioned to table until the next meeting.
Glen Guyor seconded the motion.

All in favor signified by saying, "Aye".

The motion passed unanimously.

VII. Sign Ordinance – Subcommittee Status Report.

Mayor Childs suggested the subcommittee travel to the City of Franklin, Tennessee to meet with their sign administrator. The intent is to ask them what works and what would they like to see changed in their sign ordinance, as well as discuss legal issues that have arisen in their city. Vicky Bumgardner will call and arrange a meeting.

Chairman Wall asked for a motion to table until the next meeting.

Mayor Childs motioned to table the topic.
Glen Guyor seconded the motion.

All in favor signified by saying, "Aye".

The motion passed unanimously.

VII. New Business

1. Appoint an Acting Secretary

Recently, the Secretary was out-of-town when an applicant wished to file a subdivision plat. This situation brought to light the need to have a backup person available in the event the Planning Commission Secretary was unavailable.

Chairman Wall asked that, for the record, a motion be made allowing for the Chairman or Vice Chairman (if the Chairman is unavailable) to sign documents during the Secretary's unforeseen absence.

Mayor Childs made the motion that the Chairman, or the Vice Chairman in the absence of the Chair, sign for the Secretary when unavailable.

Barbara Anderson seconded the motion.

All in favor signified by saying, "Aye".

The motion passed unanimously.

2. Amend Current Flood Plain Ordinance with updated State of TN copy.

Chairman Wall asked for a motion to recommend to the Board of Mayor and Alderman, replacing the current Flood Plain Overlay District regulations in Zoning Ordinance Article 6 with the State's updated version.

Ralph White made the motion to recommend to the Board adoption of new Flood Plain Overlay District regulations found in the Zoning Ordinance, Article 6.
Barbara Anderson seconded the motion.

All in favor signified by saying, "Aye".

The motion passed unanimously.

VIII. Comments from Members and Citizens - None

IX. Adjournment

Chairman Wall asked for a motion to adjourn the meeting.

Ralph White made the motion to adjourn.

Diana Clack seconded the motion.

All in favor signified by saying, "Aye".

The motion passed unanimously.

The meeting adjourned at 7:55 p.m.

Original notes generated by Sharon Allen, City Clerk.

These minutes are respectfully submitted by:


Secretary


Date