



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

**PLANNING COMMISSION
MEETING
Monday, October 21, 2013
6:00 P.M.**

MEETING MINUTES

I. Call to Order

The meeting was called to order by Chairman, Martha Wall at 6:07 p.m.

II. Pledge of Allegiance

III. Roll Call was conducted by Secretary, Glen Guyor.

Present:

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

Absent:

Ralph White

Also Present:

Bryan Collins, Regional Planner with GNRC
Vicky Bumgardner, Building Commissioner

IV. Approve Meeting Minutes from September 16, 2013

Chairman Wall asked for a motion to approve the meeting minutes of September 16, 2013.

Mayor Childs made the motion to approve the meeting minutes from September 16, 2013.
Secretary Guyor seconded the motion.

All in favor signified by saying, "Aye."

The motion passed with 4 Aye's and 2 abstentions (Peggy Ruth and Barbara Anderson – absent during September 16 meeting).

V. Status of Letter(s) of Credit/Surety Instruments

There are none at this time.

VI. New Business

1. **Michael Ramsey, 2915 Woods Rd., Springfield applications:**
 - a. Subdivide Map 112, Parcel 161.00, 12.82 acres
 - b. Rezone 1.43 acres from Agricultural (A) to Rural Residential (RA)

Regional Planner, Bryan Collins, advised that, according to the Coopertown Land Use and Development Plan, this area is to remain a low density development characterized by agricultural and residential use. The rezoning classification being requested is in character with the Town's proposed land use plan. Rezoning to from the current A (Agricultural) designation to RA (Rural Residential) would be necessary as the subdivision would create a parcel smaller than four acres. There are several parcels nearby already zoned Rural Residential (RA) so this would be in keeping with existing zoning. Mr. Collins stated this rezone could be recommended by the Planning Commission to the Board of Mayor and Aldermen.

There was no further discussion.

Mayor Childs made the motion to accept Michael Ramsey's request to rezone a 1.43 acre parcel from the current Agricultural zoning (A) to Rural Residential (RA) zoning. Barbara Anderson seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

Discussion included the subdivision plat approval is contingent upon the Board of Mayor and Aldermen conducting two readings of the rezone ordinance. Once approved by the Board, the Planning Commission Secretary shall then sign the final plat which is recorded with Robertson County.

Barbara Anderson made a motion to accept the subdivision plat contingent upon the Board of Mayor and Aldermen reviewing and approving the rezone via two readings of the ordinance. The rezone will be reviewed by the Board during their November meeting. If approved, a second reading and Public Hearing will be held during the Board's December meeting.

Glen Guyor seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

2. Merry Belinda Gafford, 2291 Ewell Elliott Rd. Pleasant View applications:

- a. Subdivide Map 119, Parcel 177.00, 2.91 acres
- b. Rezone 1.91 acres from Agricultural (A) to Rural Residential (RA)

Bryan Collins shared staff comments regarding this rezone from agricultural use to residential use. He noted that several nearby parcels are classified Rural Residential (RA). Unlike the Ramsey rezone, this plat is slightly different in that there is not a parcel zoned RA adjacent to it. However, the Future Land Use and Transportation Plan does recommend a low density residential classification which is in keeping with the character of this area on Ewell Elliott Road.

Mr. Collins, advised the request is for the acreage to be rezoned and when/if this has been successfully adopted by final reading of the Board the item that will follow is a minor plat request - recommending that the approval of the plat be subject to the final adoption of the rezoning for the secretary to sign and it's recorded.

He advised that the Ag districts require a minimum lot size of 4 acres and Rural Residential (RA) requires a minimum of 40,000 sq. ft. Ms. Gafford is requesting a rezone of 1.9 acres of her 2.19 parcel – 1.91 acres of which she will retain after transferring the remainder to a neighboring property owner. That neighboring property owner's parcel contains over 5 acres therefore no action must be taken with regard to rezoning that property. The Belinda Gafford request can be recommended to the Board of Mayor and Aldermen.

Chairman Wall asked for a motion to accept Ms. Gafford's application to rezone 1.91 acres that will remain in her name.

Peggy Ruth made the motion to accept the Gafford rezone application.
Diane Clack seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

Further discussion included the subdivide plat being contingent upon approval by the Board of Mayor and Aldermen via two readings of the ordinance and a public hearing at the December meeting.

Mayor Childs made a motion to accept the subdivision plat contingent upon the Board of Mayor and Aldermen's acceptance of the rezone ordinance.
Glen Guyor seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

VII. **Old Business**

1. Sign Ordinance – Subcommittee Status Report

Discussion resumed on the draft sign ordinance. Mayor Childs walked the Commission through several items that he felt needed further reflection. It was suggested to incorporate Bryan's comments as well as each commissioner should take time to review the entire document and ask oneself, why are we including this in the ordinance? and Does it make sense for Coopertown? It was then suggested to encourage input from the Community Development Committee and the Commission for History, Culture & Art to also weigh in. The deadline to complete this item will be January 1.

2. Subdivision Regulations – Proposed Revisions

Mayor Childs asked the members to once again, review their notes and send Vicky their suggestions for improving the current Subdivision Regulations. There are many items that are missing or need clarification. The goal is to help the Town better handle future development problems and take a pro-active approach, rather than a reactive approach to the overall development of the Town.

3. Create guidelines for Interstate Commercial Overlay District

Discussion included the importance of branding, having gateways into our Town, and a plan for dealing with commercial development up by the interstate. Bryan Collins was asked to find examples from other towns that may serve as a template for creating the overlay for Coopertown's Interstate Commercial District.

VIII. Comments from Members and Citizens

Building Commissioner, Vicky Bumgardner, reminded the members of the required 4.00 hours of annual training as a Planning Commission member. The Planning and Zoning MTAS training is scheduled for Friday, November 22, 2013 from 8:30 a.m. – 12:30 p.m. Also, there will be two hours of flood plain training during the next Planning Commission meeting on Monday, November 18, 2013. The Board of Zoning Appeals members will also be asked to attend.

IX. Adjournment

Chairman Wall asked for a motion to adjourn the meeting.

Mayor Childs made the motion to adjourn.
Diana Clack seconded the motion.


All in favor signified by saying, "Aye."

The motion passed unanimously.

The regular meeting adjourned at 8:32 p.m.

Original notes generated by Sharon Allen, City Clerk.

These minutes are respectfully submitted by:


Secretary


Date