



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

**PLANNING COMMISSION
MEETING**
Monday, November 18, 2013
5:30 P.M.

MEETING MINUTES

I. Call to Order

The meeting was called to order by Chairman Martha Wall at 5:35 p.m.

II. Pledge of Allegiance

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

Present:

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

Absent:

Peggy Ruth

Also Present:

Bryan Collins, GNRC Regional Planner
Vicky Bumgardner, Building Commissioner
R.D. Huffines, Building Inspector

IV. Approve Meeting Minutes from October 21, 2013

Chairman Wall asked for a motion to approve the meeting minutes of October 21, 2013.

Mayor Childs made the motion to approve the meeting minutes from October 21, 2013.
Secretary Guyor seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

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

There are none at this time.

VI. New Business

1. Select a subcommittee to begin work on Commercial Design Guidelines:

Mayor Childs advised the Commission of the importance of creating design standards immediately for the interstate commercial area near I-24. Several people have inquired

about building commercial businesses in the I-24 area so development is coming. Design standards and/or overlays need to be created as soon as possible for the historic and industrial districts, as well. City Planner, Bryan Collins further explained that Coopertown's Land Use Plan already has much of the Exit 24 area identified for commercial use. In order for that area to develop commercially, the rezoning process will need occur. Once created, the commercial design standards will act as a blueprint for developers to design their building(s), sign(s) and landscape. Having these standards allows the Town to manage the aesthetic appearance of that area as well as in the overlay districts. The current goal is to create design standards for two areas: Town Center and interchange/gateway.

Further discussion included checking with the other Coopertown Committees for input and to possibly create a subcommittee or committees to begin work on the design guidelines. Example, the Commission for Culture, History & Art can work on the historic district overlay.

At this point in the meeting Secretary Glen Guyor made a motion to count the 2 hours from the National Flood Insurance Program (NFIP) training conducted by Mike and Sharon Armstrong of Plans and More, LLP, at Coopertown Middle School on November 5, 2013, toward members' annual required training hours. That training event was attended by Barbara Anderson, Mayor Childs, Diana Clack, Glen Guyor, Peggy Ruth, Ralph White, Vicky Bumgardner and R.D. Huffines.

Barbara Anderson seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

Secretary Guyor made a motion to count the 5 hours credit from the TVA Local Insider Seminar in Murfreesboro on September 25, 2013 attended by Mayor Childs, & Secretary Guyor.

Barbara Anderson seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

Secretary Guyor further suggested that at the December meeting, a motion should be made to count tonight's floodplain training hours toward the annual requirement, too.

At this point in the meeting Mid-TN Rural Planning Organization Coordinator Transportation Planner, Antonio Johnson, was introduced and spoke about his organization. He provided a hand out explaining what the Mid-TN Rural Planning Organization's purpose is and advised that he is our representative regarding transportation needs and at this point will be working with us regarding the intersection of Hwy 49 and Hwy 257.

At this point in the meeting, the Planning Commission adjourned the meeting so that floodplain training could begin for Planning Commission members and the Board of Zoning Appeals members (Martha Wall, Tom King and Jim Bice. Peggy Ruth absent due to the passing of her mother).

VII. Old Business

None

VIII. Comments from Members and Citizens

IX. Adjournment

Chairman Wall asked for a motion to adjourn the meeting.

Diana Clack made the motion to adjourn.
Secretary Guyor seconded the motion.

All in favor signified by saying, "Aye."

The motion passed unanimously.

The meeting adjourned at 6:25 p.m.

*Mike and Sharon Armstrong presented floodplain training from 6:26 – 8:15 p.m.
Credit hours = 5, per attendee.*

Original notes generated by Sharon Allen, City Clerk.

These minutes are respectfully submitted by:

 
Secretary Date