

MINUTES
TOWNSEND MUNICIPAL PLANNING COMMISSION
OCTOBER 11, 2012

Members Present

Sandy Headrick, Chair.
Michael Talley, Mayor
Steve Fillmore, Sec.
David Wietlisbach
Alicia McClary

Members Absent

Joanne Funk, V. Chair.

Others Present

Shelia Moss
Andy Morton
Tim Byrd
Mike Waller
Ron Palewski
Don Headrick
Richard Maples
Ricky Younger
Charles King
Mary Ann Ashworth

ETDD Staff Representative: Joe Barrett

ANNUAL ELECTION OF OFFICERS

New officers were nominated and elected for the positions of Chairman, Vice-Chairman and Secretary. The new officers are Chairman Sandy Headrick, Vice-Chairman Joanne Funk and Secretary Steve Fillmore.

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Headrick called the meeting to order at 6:00 P.M. on October 11, 2012 at the city hall. The minutes for the regular monthly meetings in August and September were reviewed by the members. After review, a motion was made by Michael Talley and seconded by Steve Fillmore to approve the August 9, 2012 Planning Commission Minutes as written. The motion passed unanimously. A motion was then made by David Wietlisbach and seconded by Steve Fillmore to approve the September 13, 2012 Minutes as written. The motion passed unanimously.

NEW BUSINESS:

THE RESERVE PLANNED UNIT DEVELOPMENT (PUD) PHASE II (LOTS 6-43) FINAL PLAT

A final plat was submitted for property (Tax Map 96, Parcel 93.00) off Bishops Cap Circle within an R-2 District. The phase one of this subdivision has been granted final approval. The proposed phase two subdivision contains the remaining Lots 6-43 of the subdivision. The proposed lots range in size from 6,900 square feet to 14,953 square feet. The lots are proposed to contain detached single-family dwellings on each lot. The water and sewer have been installed and is operational and the private streets have been constructed except for the topcoat. Staff has reviewed the plat prior to the meeting and recommended granting approval contingent upon "Phase Two" being included in the title block and all signatures. A motion was made by Michael Talley and seconded by Steve Fillmore to grant approval subject to the revision on the title block and all signatures. The motion passed unanimously.

THE RESERVE PLANNED UNIT DEVELOPMENT (PUD) PHASE II (LOTS 6-43) SITE PLAN

A final site plan was submitted for property (Tax Map 96, Parcel 93.00) off Bishops Cap Circle within an R-2 District. The proposal includes the remaining property of the development and calls for detached single-family dwellings on each lot with 10-foot separation between units. The units will be 5 feet from the side lot lines and 25 feet from the edge of the private streets. An 8-inch waterline extends into the subdivision and then connects with a 6-inch waterline with fire hydrants installed and an on-site sand filtration system currently operational. Except for the topcoat, the private streets have been constructed. There are also detention ponds evident and drainage structures that have been installed. Staff asked the representatives about an existing drainage structure on Lot 41 that is in the middle of the lot. The location of the structure does not afford an adequate building site and the lots may be re-configured at a later date. Staff has reviewed the site plan prior to the meeting and recommended granting approval contingent upon a fire hydrant symbol being included in the legend and signatures for the two required certifications. A motion was made by Steve Fillmore and seconded by David Wietlisbach to grant approval for the site plan. The motion passed unanimously.

MYERS PROPERTY SUBDIVISION FINAL PLAT

A final plat was submitted for property (Tax Map 96, Parcels 73.05 & 73.08) off Old Highway 73 within an R-1 District. The proposed subdivision calls for subdividing 2 lots of record into 4 lots. All proposed lots will be less than 20,000 square feet in size with an existing septic system on one of the lots. There is an established 50-foot wide easement that runs through the middle of the lots and will provide primary access for two of the lots that do not contain street frontage on the city street. The majority of the property is located within a designated floodplain area. The representative has submitted a septic permit from the health department for property on one side of the easement. Staff has reviewed the plat prior to the meeting and there were some revisions and issues that needed to be addressed. These included revising the certificates for water and accuracy to reference Townsend instead of Blount County, including the certificate for the health department, note the adjoining property owners, correct the lot numbering, include a maintenance agreement notation on the plat and correct the floodplain note. Staff had forwarded these review comments to the representative and corrections have been made to the plat. Staff recommended granting approval contingent upon the flood note referencing the correct FIRM and date and all signatures. A motion was made by Steve Fillmore and seconded by David Wietlisbach to grant approval for the plat subject to the revision of the flood note and all signatures. The motion passed unanimously.

REPORTS FROM BOARD OF COMISSIONERS

Mayor Talley reported that two new members have been appointed to the planning commission. The new member not in attendance is Chester Richardson.

OLD BUSINESS:

REVIEW DRAFT OF ZONING AMENDMENT: EXPIRATION OF SITE PLANS AND BUILDING PERMITS

This item was deferred.

REVIEW DRAFT OF ZONING AMENDMENT: PAIN MANAGEMENT CLINICS

This item was deferred.

OTHER BUSINESS:

None

STATUS REPORTS:

None.

At 6:45 PM, with no further business the meeting was adjourned.

Secretary

Date