

MINUTES  
TOWNSEND MUNICIPAL PLANNING COMMISSION  
AUGUST 8, 2013

Members Present

Sandy Headrick, Chair.  
Steve Fillmore, Sec.  
Alicia McClary  
Chester Richardson  
David Wietlisbach

Members Absent

Michael Talley, Mayor

Others Present

Shelia Moss  
Andy Morton  
Ron Palewski

ETDD Staff Representative: Joe Barrett

ELECTION OF VICE-CHAIRMAN

Due to a vacancy for Vice-Chairman, the commission held an election. The floor was opened for nominations. A nomination was made for Chester Richardson as Vice-Chairman, which was then seconded. There were no other nominations and the process was closed. A motion was made for Chester Richardson as Vice-Chairman, which was seconded and passed unanimously.

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Headrick called the meeting to order at 6:00 P.M. on August 8, 2013 at the city hall. The minutes from the last regular monthly meeting were reviewed by the members. After review, a motion was made by Alicia McClary and seconded by Chester Richardson to approve the April 11, 2013 Planning Commission Minutes as written. The motion passed unanimously.

NEW BUSINESS:

REVIEW REVISED CADES COVE WINERY SITE PLAN

The applicant has requested this item be withdrawn until a later date.

REPORTS FROM BOARD OF COMISSIONERS

Reports were provided to the members regarding the TDOT speed limit along U.S. 321, the Recreation Board appointing Jackie Suttles and the appeal to the case involving the Little River as a navigable river.

OLD BUSINESS:

REVIEW TOWNSEND MUNICIPAL PLANNING COMMISSION BYLAWS

Staff presented the bylaws of the planning commission for review. The bylaws were originally drafted and adopted in 1984 and have been amended twice since that time. These have been revised and reviewed by the members. The primary purpose for the original changes was to include a designee for the signing of plats in the bylaws. Staff reviewed the bylaws with the members and some requested revisions regarding notice for special meetings and a quorum were made by members. Staff will make the revisions and submit a revised version at the next meeting. No action taken at this time.

REVIEW DRAFT TRANSPORTATION POLICIES

Staff provided members with copies of the policies. Members will review the policies further and if there are no requested revisions, a public hearing will be scheduled. Staff stated a 30-day public notice will be required due to this being a revision of the long range plan. A motion was made by Steve Fillmore and seconded by Chester Richardson to draft and publish a public notice for the inclusion of revised transportation policies for the 2010-2020 Townsend Land Use & Transportation Policy Plan at the earliest date. Depending on the date of publication, it may be possible to afford a 30-day notice and hold the public hearing at the next meeting. Staff will draft the public notice and coordinate with the town.

REVIEW DRAFT OF ZONING AMENDMENT: SPECIAL EXCEPTIONS FOR CARPORTS

Draft standards for detached carports have been reviewed by the commission at previous meetings and also the two processes for supplementary regulations and conditional uses. The overall intent of the two processes is to provide more flexibility within the local zoning code. The emphasis in the current draft under review was on detached carports in front yards. Staff had drafted some performance standards for permitting detached carports in established front yards as a conditional use/special exception. Staff had drafted these standards to evaluate whether there are any conditions that would be acceptable for allowing carports in front yards. Although the discussion revolved around the allowance of detached carports in the front yard, the consensus of the commission was that consideration of detached carports in the side yards should be reviewed. In addition, the commission decided that a definition of a carport was needed. Staff will revise the draft standards and provide members with a copy at the next meeting. No action taken at this time.

OTHER BUSINESS:

None.

STATUS REPORTS:

Staff reported that he had been contacted regarding placing a second building on the property where the Cowboy Tubing is located. The initial proposed use would be for lodging. Staff will keep members informed if this proposal is to be pursued.

At 7:25 PM, with no further business the meeting was adjourned.

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Secretary

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Date