

MINUTES  
TOWNSEND MUNICIPAL PLANNING COMMISSION  
JANUARY 14, 2016

Members Present

Sandy Headrick, Chair.  
Michael Talley, Mayor  
Rob Webb, V. Chair.  
Steve Fillmore, Sec.

Members Absent

Alicia McClary  
Becky Headrick

Others Present

Andy Morton  
Don Headrick  
Brenda Yancy

ETDD Staff Representative: Joe Barrett

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Headrick called the meeting to order at 6:00 P.M. on January 14, 2016 at the city hall. The minutes from the last regular monthly meeting in December were reviewed by the members. After review, a motion was made by Mayor Talley and seconded by Rob Webb to approve the December 10, 2015 Planning Commission Minutes as written. The motion passed unanimously.

REPORTS FROM BOARD OF COMMISSIONERS

Mayor Talley reported that the vacancy on the planning commission has not been filled yet, but there are a couple potential candidates. Mayor Talley urged those present to contact him if they had someone in mind to fill the vacancy on the planning commission. The landscaping ordinance will be considered on first reading next Tuesday and the stormwater ordinance is being reviewed by the city attorney.

NEW BUSINESS:

REVIEW HIGHLAND MANOR INN SITE PLAN

A site plan was submitted for review for a proposed expansion of the Highland Manor Inn at 7766 East Lamar Alexander Parkway (Tax Map 96, Parcel 186.00) within a B-1 District. The site plan involves a small expansion of over 400 square feet in the front of the property. The expansion will be within an area that was previously considered state right-of-way, but has been purchased by the property owner. A minor subdivision plat was approved administratively that included adding this area to the property. Consequently, the expansion will not encroach within the front setback or the right-of-way. The site plan checklist was applied to the site plan, but many requirements are not applicable due to the scale of the development. After further discussion, a motion was made by Steve Fillmore and seconded by Mayor Talley to approve the site plan. The motion passed by majority vote with Sandy Headrick abstaining from voting.

### DISCUSS STREET DESIGN OPTIONS

Staff provide a work map for locations that the commission can identify for potential crosswalks. This work map will function as a base map until potential locations are finalized and more detailed mapping with the GIS can be utilized. Following discussion of potential crosswalk locations, there were several areas that were identified. These areas included:

- Near the Barn Event Center
- Intersection of Old Tuckaleechee Road & U. S. 321
- Webb Road/Mountain Road & U.S. 321
- Chestnut Hill Road & U.S. 321
- Near the Visitor Center
- Across Wears Valley Road

There were also two additional potential locations on the edge of the east and west corporate limits of the city. These areas were marked and will be evaluated in greater detail at the next meeting. Meanwhile, staff will confirm with the state that there are no prohibitions for establishing crosswalks across a state highway with permission from the Department of Transportation (TDOT). No action needed at this time.

### OLD BUSINESS:

#### REVIEW COMMERCIAL POLICIES OF LAND USE PLAN

Staff provided members with the revised commercial policies for review. These policies will be contained in the revised Townsend Land Use & Transportation Policy Plan, 2010 and relate to physical development. This will be the final review of the proposed commercial policies before the public hearing is held at the February regular meeting. After further discussion, the consensus of the planning commission was the wording was acceptable. No action needed at this time.

### OTHER BUSINESS:

#### Discussion Pedestrian/Bike Transportation

The Great Smoky Mountains Regional Greenway Council (GSMRGC) met today with a presentation on the Knoxville Urban Wilderness Trail System and an update on the Maryville-to-Townsend Greenway. The GSMRGC will contract with Legacy Parks Foundation for one year. Contracting services will cover marketing and implementation of a funding plan. An Appalachian Regional Commission Grant (ARC) was submitted with the Legacy Parks Foundation as the applicant. The purpose of the grant was for the completion of a Feasibility & Vision Plan that identifies funding sources and establishes a strategic plan for the greenway. The total amount of the grant is \$70,000 with a 50% match from various entities in the county.

Local Administrative Items:

Staff conducted an administrative review for a minor subdivision plat of the Highland Manor Inn property. The subdivision involved adding a strip of land that was previously state right-of-way to the lot. Staff conferred with the applicant, reviewed the plat, and informed the city the plat met all regulations. The plat still needs to be signed by the secretary and then recorded.

Staff was contacted by Holly Burns regarding a possible subdivision of property off Old Tuckaleechee Road (Tax Map 96, Parcel 114.04). The property was subdivided a few years ago into 2 lots with an access easement running across property that was not part of the subdivision. Now, the proposal is to subdivide an additional acre lot off the property. Staff discussed the standards and the process with the representative. There has not been a plat submitted at this time.

Status Reports:

Staff reminded members that their financial disclosure statement needed to be submitted to the state by the end of the month.

At 7:20 PM, with no further business the meeting was adjourned.

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Secretary

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Date