

SUMNER COUNTY PLANNING COMMISSION
MINUTES
NOVEMBER 24, 2020 5:00 P.M.

MEETING WAS HELD ELECTRONICALLY PURSUANT TO THE 2020 EXECUTIVE ORDERS ISSUED BY THE GOVERNOR OF THE STATE OF TENNESSEE

MEMBERS PRESENT:

**BILLY GEMINDEN, VICE-CHAIRMAN
MIKE HONEYCUTT
JERRY KIRBY
TOM TUCKER
JIM WILLIAMS
GENE RHODES**

MEMBERS ABSENT:

**LUTHER BRATTON, CHAIRMAN
CHRIS TAYLOR**

STAFF PRESENT:

**JOSH SUDDATH, DIRECTOR OF DEVELOPMENT SERVICES
KATHY YOUNG, ASSISTANT TO THE DIRECTOR
LEAH MAY DENNEN, COUNTY ATTORNEY
BEN ALLEN, STAFF ATTORNEY
RICHARD JONES, COUNTY ENGINEER**

Mr. Geminden opened the meeting.

Mr. Tucker made a motion to approve the October 2020 Planning Commission meeting minutes, seconded by Mr. Honeycutt. Motion passed unanimously.

There being no changes to the Agenda, Mr. Rhodes made a motion to accept the Agenda as presented, seconded by Mr. Kirby. Motion passed unanimously.

Mr. Suddath explained that the published agenda stated that anyone from the public, wishing to comment on any agenda item, must contact the Development Services office before noon today. Mr. Suddath stated that no one contacted the office to provide any comments.

Mr. Geminden turned the meeting over to Mr. Suddath for staff presentation.

- 1. RESUB OF LOT 1 OF ANN MARIE THOMPSON – SKETCH PLAT (Major) – Represented by Richard Graves – 1st Commission Voting District (Terry Wright and Moe Taylor) – Applicant is requesting Sketch Plat approval for a 4-lot subdivision located at 4155 Hwy 31E, Bethpage, TN, 37022, on Tax Map 064, p/o Parcel 025.04, contains 3.99 acres, is zoned Rural Residential (RR).**

Mr. Suddath provided a brief history of the property, stating that the Planning Commission approved a Preliminary Plat for this item in July 2020. Mr. Suddath stated that, given that a Preliminary Plat had previously been approved for this item, the applicant is requesting that current zoning regulations requiring establishment of an HOA and dedication of Common Open Space not apply. Mr. Suddath displayed the Plats that were previously submitted, ending with the

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current Sketch plat submittal, showing a cul-de-sac which provides access to the properties, instead of individual curb cuts.

Mr. Suddath then highlighted the following, regarding the Sketch Plat:

- Utilities and Fire Protection: No hydrants depicted upon the Plat.
 - A fire hydrant will be necessary for this development. If one cannot be installed, then the applicant will need to make equivalent dedication to further the goal of fire protection in the County.
 - Water/Fire Pressure Availability letter due with Preliminary Plat
- Roads: Adequate ROW is shown along US-31E
 - Sketch Plat shows a cul-de-sac proposed that will provide access onto US-31E for all lots. This cul-de-sac is proposed to become a public road
- Drainage: Revised Construction Plans need to be submitted to the County Engineer.

Mr. Suddath stated that if the Sketch Plat is approved, submittal of a Preliminary Plat and Construction Drawings will be required, followed by construction of cul-de-sac, then a Final Plat submittal to the Planning Commission, for approval.

Mr. Suddath completed his presentation with example motions.

Mr. Honeycutt made a motion to approve a Sketch Plat for Resubdivision of Ann Marie Thompson, Section 2, with the following conditions:

- a) Applicant shall submit Construction Plans depicting all drainage improvements, as well as drainage calculations and Erosion Prevention and Sediment Control plans concurrent with submittal of a Preliminary Plat for this development, in accordance with the County's Subdivision Regulations.**
 - b) Applicant shall obtain signed approval from County Engineer for required Construction Plans prior to issuance of a Land Disturbance Permit.**
 - c) Applicant shall either install a fire hydrant to service these lots, provide proof of payment of hydrant escrow funds to the County, or make a comparable dedication per Article III, Section N of the County Subdivision Regulations upon submittal of any Final Plat for this phase,**
- seconded by Mr. Williams. Motion passed unanimously via a roll call vote.**

Mr. Geminden turned the meeting over to Mr. Suddath for staff presentation.

- 2. CLAYPOOL ESTATES – FINAL PLAT (Major) – Represented by Richard Graves – 1st Commission Voting District (Terry Wright and Moe Taylor) – Applicant is requesting Preliminary Plat approval for a 4-lot subdivision located on Claypool Road, Bethpage, TN, 37022. Subject property is Tax Map 050, p/o Parcel 024.00, contains 4.75 acres and is zoned Rural Residential (RR).**

Mr. Suddath provided an overview of the property, displaying the Preliminary Plat and Final Plat. Mr. Suddath explained the following regarding the Final Plat:

- Roads: Utilities and Fire Protection: No hydrants depicted upon the Final Plat.

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- A fire hydrant will be necessary for this development. If one cannot be installed, then the applicant will need to make equivalent dedication to further the goal of fire protection in the County.
 - Adequate ROW shown dedicated along Hickory Corner/Claypool Road
 - Proposed lot widths meet all requirements.
 - Required open space depicted upon the plat.
 - Drainage: Construction Plans have been approved by County Engineer.
 - A Notice of Coverage from TDEC will be required.
- Mr. Suddath completed his presentation with example motions.

Mr. Honeycutt made a motion to approve a Final Plat for Claypool Estates, with the following conditions:

- a) Applicant shall obtain signed approval from County Engineer for required Construction Plans prior to issuance of a Land Disturbance Permit.**
 - b) Applicant shall either install a fire hydrant to service these lots, provide proof of payment of hydrant escrow funds to the County, or make a comparable dedication per Article III, Section N of the County Subdivision Regulations prior to recording of the Final Plat.**
 - c) An HOA shall be chartered and established for this development in accordance with Chapter 8 of the County Zoning Resolution, and shall have ownership and maintenance responsibility for any and all Common Open Space Depicted upon the Plat. Staff shall review these items in order to determine whether Zoning Requirements are met prior to recording,**
- seconded by Mr. Williams. Motion passed unanimously via roll call vote.**

Mr. Geminden turned the meeting over to Mr. Suddath for staff presentation.

3. SUMNER COUNTY REGIONAL PLANNING COMMISSION RESOLUTION 2020-05: A RESOLUTION FORWARDING THE SUMNER COUNTY PARKS MASTER PLAN TO THE SUMNER COUNTY BOARD OF COMMISSIONERS

At this time, Mr. Suddath stated that he would turn the meeting over to Mr. Josh Bethea with CSDG (Civil Site Design Group) for a presentation.

Mr. Josh Bethea presented the updated Sumner County Parks Master Plan, stating that since his presentation to the Planning Commission last month, they have held four public meetings, presentations at two Civic Groups and a follow-up meeting with Planning Directors from different municipalities throughout the county. Mr. Bethea stated that there have been 830 responses received from the public, through a public survey. Mr. Bethea expressed thanks to all have contributed to creating this document.

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Mr. Bethea reviewed the Master Plan, highlighting the conservation locations, school locations, the four county-operated facilities and their needs. Mr. Bethea displayed the Blue Way trails within the County, projected county growth, civic input, community input, and staffing, funding and maintenance.

Next, Mr. Bethea provided an overview of the Master Plan Goals; including the short-term (2-3 years), mid-term (3-10 years) and long-term goals for the Bledsoe Fort Historical Park, Bridal House, The Douglass-Clark House, Station Camp Greenway, the multi-modal trails system expansion, Parker Cabin, and the William and Martha Brown Memorial Park at Liberty Creek. Mr. Bethea then displayed the Implementation Plan, Environmental Guidance and Funding Strategies.

Next, Mr. Bethea provided a summary of projected capital improvement costs, adding that these costs should be monitored, evaluated and updated every couple of years.

Mr. Suddath stated that the Resolution before the Planning Commission acknowledged the hard work of many people, including Kim Norfleet, when creating this high-quality plan. Mr. Suddath went on to inform the Board members that statutes recommend that Planning Commissions be involved in the approval process of such Master Plans. Mr. Suddath explained that the Planning Commission has had the opportunity to review the plans and to provide input, and is now being asked to forward this document on to the County Commission.

Mr. Suddath provided example motions.

Mr. Geminden stated that this is a great plan and thanked everyone for the work on this project.

Mr. Suddath added that Mr. Tucker, a County Commissioner, serves on the Parks and Recreation Advisory Board, thanking him for his part in creating this Plan.

Mr. Rhodes made a motion to approve Planning Commission Resolution 2020-05, and to forward the Sumner County Parks Master Plan as presented to the Sumner County Board of Commissioners, seconded by Mr. Williams. Motion passed unanimously by roll call vote.

At this point, Mr. Suddath added that Commissioner Deanne Dewitt, who served as the Vice-Chair for the Parks and Recreation Advisory Board, is in attendance for this meeting.

Ms. Dewitt stated that it has been a pleasure to work on this project with Tom Tucker and the CSDG group. Ms. Dewitt added stated that Kim Norfleet has done a great job getting this project pulled together.

Mr. Geminden turned the meeting over to Mr. Suddath fro staff presentation.

- 4. SUMNER COUNTY REGIONAL PLANNING COMMISSION 2020-06: A RESOLUTION REQUESTING THAT THE SUMNER COUNTY BUDGET COMMITTEE AND BOARD OF COMMISSIONERS CONSIDER ALLOCATING RESOURCES IN THE UPCOMING BUDGET YEAR IN ORDER TO UPDATE THE SUMNER COUNTY COMPREHENSIVE PLAN.**

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Mr. Suddath displayed the cover page of the County Comprehensive Plan, and provided a brief history and changes within the County..

Mr. Suddath stated that the County's current Comprehensive Plan, entitled 2035 Comprehensive Plan: Sumner County's Blueprint to the Future, was adopted July 27, 2010 by the Sumner County Regional Planning Commission, and on September 20, 2010 by the Sumner County Board of Commissioners. Since then, Mr. Suddath added, the County has experienced considerable growth and demographic change.

Mr. Suddath added that other changes have occurred which may necessitate a plan update, including:

- Planned and completed construction and improvements to key transportation corridors such as State Route 109 and State Route 386;
- Construction of new County and School facilities;
- Adoption of new County Zoning and Subdivision Regulations;
- Adoption of a unique Historic Overlay District in Castalian Springs in 2013.

Mr. Suddath explained that in addition to these factors, all electronic and shapefile documents, related to the original plan, have apparently been lost over the years. Mr. Suddath stated that this makes it difficult for County Staff to bring any requested updates to the existing plan document, to the Planning and County Commissions, and to make changes in the plan document.

Therefore, Mr. Suddath explained, the result has been that the Comprehensive Plan document has essentially been "frozen in time" for some years, even as existing conditions have changed across the County.

Mr. Suddath stated that the County Development Services Department Staff has reached out to leadership from the Greater Nashville Regional Council (GNRC) in order to explore the possibility of them providing assistance in conducting an update of the County's Comprehensive Plan. Mr., Suddath explained that the mission of the GNRC is to *"Assist local communities and state agencies in the development of plans and programs that guide growth and development in the most desirable, efficient, and cost-effective manner, while ensuring the continued long-term livability of the region."*

Mr. Suddath stated that at this time, the GNRC is assisting the City of Gallatin with updates to their Comprehensive Plan, and is doing the same for Rutherford County.

Mr. Suddath added that Sumner County currently is a member of the GNRC, and is allowed, by State law, to enter into contracts for services with that organization, as an Interlocal agreement. Mr. Suddath stated that a proposal related to these Comprehensive Plan updates was included in the Planning Commissioners packet.

Mr. Suddath went on to explain that he has talked with staff from Rutherford County and the City of Gallatin, and found that the proposed costs of \$250,000 are comparable to what those entities paid for similar services from GNRC. Mr. Suddath explained that there is a lot of effort and public outreach that goes into creating these Comprehensive Plans.

Mr. Suddath stated that it should be noted that funding for such a plan update could likely be spread across two fiscal years, due to the length of time involved for the process to be completed.

Mr. Suddath stated that funds, of approximately \$30,000, are available in the Development Services Department Budget this year, to assist in offsetting the costs of this project.

Mr. Suddath stated that if desired, this could be bid out to independent firms.

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Mr. Suddath stated his desire to work on updating the County Comprehensive Plan, now that the Zoning Code and Subdivision Regulations have been updated.

Mr. Honeycutt made a motion to approve Planning Commission Resolution 2020-06, related to a request from the Planning Commission that the County Budget Committee and County Commission consider allocating resources in order to update the County Comprehensive Plan, seconded by Mr. Kirby. Motion passed unanimously by roll call vote.

Ms. Dennen asked if this should go to the Budget Committee now or wait until the next fiscal year.

Mr. Suddath stated that he would like to speak with the Budget Committee chair to see how to proceed early next year.

There being no further business, Mr. Tucker made a motion to adjourn, seconded by Mr. Rhodes. The meeting adjourned at 5:57 pm.

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