

**COOKEVILLE PLANNING COMMISSION
MINUTES
APRIL 27, 2015**

The Cookeville Planning Commission met on Monday, April 27, 2015 at 5:30 p.m., in the Council Chambers, 45 E. Broad Street, Cookeville, Tennessee.

MEMBERS PRESENT: Jim Stafne, Dr. Roy Loutzenheiser, Judy Jennings, Chris Wakefield, David Webb, Jim Woodford, Kay Starkweather, Leslie Sullins, and Tracy Cody.

STAFF MEMBERS PRESENT: James Mills, Jayne Barns, Ken Young,

STAFF MEMBERS ABSENT: Mike Davidson.

OTHERS PRESENT: Kay Detwiler, Shawn Detwiler, Deborah Sam, Barry Reese, Charles Whittenburg, and Aaron Bernhardt.

CONSIDER FOR APPROVAL THE AGENDA AS SUBMITTED. Kay Starkweather made the motion to approve the agenda as submitted. Jim Woodford seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR APPROVAL THE MINUTES OF MARCH 25, 2015. Dr. Roy Loutzenheiser made the motion to approve the minutes of March 25, 2015. Leslie Sullins seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION FINAL PLAT OF THE REDIVISION OF LOTS 17-27 AND P/O LOTS 5-12 OF HOLLADAY HEIGHTS, 3 LOTS LOCATED ON THE CORNER OF GAW STREET AND JOHNSON STREET. REQUEST SUBMITTED BY TYLER BROWN. Ken Young stated that property owner Tyler Brown has submitted for approval a Final Plat of the Re-division of Lots 17-27 and a portion of Lots 5-12 of the Holladay Heights Subdivision, a three (3) lot single family detached residential development of his property located on Johnson Street and Gaw Street.

The property proposed for development is identified on Tax Map 54D Group A as Parcel 12.00 and consists of approximately 0.86 acres. Lot 1 contains an existing house and Lot 2 contains a garage. The property is zoned RS-10, single family residential, as are adjacent properties to the south, east and west. The properties to the north are zoned CL, Local Commercial. As per the Subdivision Regulations, the proposal did not require prior preliminary plat approval due to the fact it contains less than 10 lots and all infrastructure is existing. There is an eight-inch gravity sewer line located in the right-of-ways of both Johnson Street and Gaw Street that will serve the lots. The existing waterline in both right-of-ways is currently a one-half inch line. However, the Water Quality Control Department reports that this line is to be upgraded soon and they are comfortable with the subdivision of the property at this time. There is an existing fire hydrant located in the right-of-way of Holder Avenue and another in the right-of-way of West Broad Street that are within the required proximity to provide adequate coverage for fire protection. The plat depicts the

dedication of sufficient right-of-way in order to allow for future road improvements. There is an unnamed stream that crosses near the rear of Lot 1 and along the west side of Lot 3. Public Works Engineer, Tracy Meggs, has stipulated that this stream requires a 30' riparian buffer in which no structures can be erected. There are no other natural geographic constraints on the property, such as sinkholes, wetlands or special flood hazard areas.

Detached garages are classified as accessory structures in the Zoning Code. Section 212.2B of the Zoning Code specifies that in the RS-10 zoning district accessory uses including unattached private garages shall be located on the same lot as the permitted principal use or structure. The subdivision of property cannot create nonconformance with the Zoning Code. Subsequently, the existing garage shown on Lot 2 will have to be removed prior to finalization of the subdivision plat.

Staff recommended conditional approval of the final plat, subject to the removal of the garage on Lot 2 within 90 days and subject to additions and corrections as requested by the Planning Department and/or other appropriate city departments.

Ken Young added that the final plat will not be recorded until the garage on Lot #2 has been removed.

Chris Wakefield made the motion to grant conditional final plat approval, subject to the removal of the garage on Lot 2 within 90 days and subject to additions and corrections as requested by the Planning Department and/or other appropriate city departments. Jim Woodford seconded the motion and the motion carried unanimously. **CONDITIONAL FINAL PLAT APPROVAL, SUBJECT TO THE REMOVAL OF THE GARAGE ON LOT 2 WITHIN 90 DAYS.**

CONSIDER FOR ACTION REVISED PRELIMINARY PLAT OF DOWNTON SQUARE PHASE 1, 8 LOTS LOCATED ON BOWERWOOD CIRCLE. REQUEST SUBMITTED BY JERRY GAW. Ken Young stated that Jerry Gaw and Aaron Bernhardt have submitted for approval a Revised Preliminary Plat of Downton Square Phase I located on East Spring Street. The first phase of the development was initially granted conditional preliminary approval by the Planning Commission on October 28, 2013 as Liberty Place Phase I and consisted of 24 single family attached residential building lots. On June 23, 2014 a revised plat was submitted changing the development name to Downton Square and reducing the number of lots from 24 to 20.

The property proposed for development is identified on Tax Map 53M Group B as Parcel 2.00. The primary changes to the preliminary plat are the reduction in the number of lots in Phase I from 20 to eight (8) and the corresponding reduction of the land area from 2.3 acres to 1.07 acres. The required pre-construction meeting has been held with the developer and all the appropriate city departments and overall construction of the development is proceeding.

Staff recommended approval of the revised preliminary plat as submitted.

Dr. Roy Loutzenheiser made the motion to approve the revised preliminary plat of Downton Square, Phase 1. Jim Woodford seconded the motion and the motion carried unanimously. **APPROVED REVISED PRELIMINARY PLAT.**

CONSIDER FOR ACTION FINAL PLAT OF DOWNTON SQUARE PHASE I, 8 LOTS LOCATED ON BOWERWOOD CIRCLE. REQUEST SUBMITTED BY JERRY GAW. Ken Young stated that Jerry Gaw and Aaron Bernhardt have subsequently submitted for approval the Final Plat of Downton Square Phase I. Planning Commission consideration of the Final Plat is contingent upon the decision by the board relative to the Revised Preliminary Plat considered as Action Item (4) at the meeting held this date.

The subject property is identified on Tax Map 53M Group B as Parcel 2.00. The entire development site consists of approximately 9.18 total acres. Phase I consists of 1.07 acres and eight (8) building lots. All of the dwelling units are being outfitted with sprinkler systems that meet the National Fire Protection Association design standard 13D. In addition, there is one (1) hydrant located near the southeast corner of the property that is within the proximity required by the subdivision regulations.

All of the property including the streets, common areas and infrastructure components are private. Repair and maintenance of the common elements will be covered under a homeowner's association agreement that is to be submitted in a timely manner after the plat is recorded. Public Works Director, Greg Brown, has authorized the developers to submit an irrevocable letter of credit in the amount of \$77,500.00 to guarantee the completion of the two (2) new private streets (Bowerwood Circle and Branson Alley), as well as the sidewalks in this first phase. The developers have submitted Irrevocable Letter of Credit No. 221901035 in the required amount, drawn on First National Bank and valid through April 16, 2016 to guarantee these components. No Warranty of Improvements is required due to the private nature of the infrastructure.

Staff recommended conditional approval of the final plat as submitted, subject to additions and corrections to the plat as requested by the Planning Department and/or other appropriate city departments.

Leslie Sullins made the motion to grant conditional final plat approval, subject to additions and corrections to the plat as requested by the Planning Department and/or other appropriate city departments. Kay Starkweather seconded the motion and the motion carried unanimously. **CONDITIONAL FINAL PLAT APPROVAL.**

Dr. Roy Loutzenheiser made the motion to take the following items for study. Chris Wakefield seconded the motion and the motion carried unanimously. **STUDY ITEMS.**

- (1) **CONSIDER FOR STUDY REZONING 750 WHITSON AVENUE FROM RS15 (SINGLE FAMILY RESIDENTIAL) TO PRD (PLANNED RESIDENTIAL DEVELOPMENT). REQUEST SUBMITTED BY SETH HUDSON ON BEHALF OF BARRY REESE.**

- (2) CONSIDER FOR STUDY AMENDMENT TO ZONING CODE SECTION 208A.4, ARCHITECTURAL DESIGN STANDARDS, TO INSERT PROVISIONS IN SECTION 208A.4B (3) RELATING TO SCREENING FOR ADDITIONS UTILIZING PROHIBITED MATERIALS. REQUEST SUBMITTED BY THE ARCHITECTURAL REVIEW BOARD.**

STAFF REPORTS:

(1) MINOR PLAT APPROVALS:

- **WILSON BANK & TRUST COMBINATION PLAT - 1 LOT LOCATED ON THE CORNER OF SOUTH JEFFERSON AVENUE, EAST STEVENS STREET, AND SOUTH LOWE AVENUE – WILSON BANK & TRUST.**
- **THE REDIVISION OF LOTS 1-5 OF THE HOWARD SAUNDERS SUBDIVISION – 2 LOTS LOCATED ON WEST BROAD STREET AND STEAKLEY DRIVE – SANDRA UPHOLD.**

- (2) James Mills announced that next month's meeting will be moved up one week due to the Memorial Day Holiday and will be held on Monday, May 18, 2015.**

ADJOURNMENT: 5:40 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

**JAYNE BARNS CPS
PLANNING ASSISTANT**

**JIM STAFNE, CHAIRMAN
COOKEVILLE PLANNING
COMMISSION**