

**COOKEVILLE PLANNING COMMISSION
MINUTES
FEBRUARY 22, 2016**

The Cookeville Planning Commission met on Monday, February 22, 2016 at 5:30 p.m., in the Council Chambers, 45 E. Broad Street, Cookeville, Tennessee.

MEMBERS PRESENT: Jim Stafne, Judy Jennings, Chris Wakefield, David Webb, Jim Woodford, Kay Starkweather, Leslie Sullins Draper, and Jim Cobb.

MEMBERS ABSENT: Tracy Cody.

STAFF MEMBERS PRESENT: James Mills, Jayne Barns, Ken Young, and Mike Davidson.

OTHERS PRESENT: Heather Hayes, Jill Bernhardt, Donny Meadows, Aaron Bernhardt, Jerry Gaw, Kate Bernhardt, Hayden Bernhardt, and Laura Militana.

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

CONSIDER FOR APPROVAL THE MINUTES OF JANUARY 25, 2016. Jim Woodford made the motion to approve the minutes of January 25, 2016. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

Jim Stafne wanted to thank the Planning Department for all of their hard work during the past year.

CONSIDER FOR ACTION 2016 ANNUAL REPORT AND PROGRAM DESIGN. REQUEST SUBMITTED BY STAFF. James Mills stated that the Planning Department has completed the 2016 Annual Report and Program Design. The purpose of this report is to review the activities of 2015 and to outline proposed activities for 2016.

Some of the major tasks completed in 2015 included:

- Prepared 9 amendments to the Zoning Code, 6 approved
- Considered 8 requests for rezoning, 6 approved
- Approved 14 final subdivision plats containing a total of 91 lots and 22 minor plats containing 41 lots
- Prepared and submitted TDOT Community Transportation Planning Grant application for traffic flow and signalization study
- Initiated implementation of TDOT Multimodal Access Grant for installing sidewalks along East Spring Street
- Initiated Update of Downtown Parking Study
- Initiated Envision Cookeville

Some of the major work activities proposed for 2016 include:

- Continue implementation of 2030 Plan
- Complete Envision Cookeville
- Complete Update of Downtown Parking Study
- Prepare as necessary amendments to the Zoning Code including possible expansion of areas zoned as CBD and the establishment of annual permit renewal/inspection fee for billboards
- Assist as required with implementation of the Major Street Plan including the Bennett Road extension, 5th I-40 Interchange, South Jefferson Avenue widening and Ridgedale Drive and Stevens Street realignment projects
- Assist with implementation of Multimodal Access Grant for sidewalks along East Spring Street
- Assist with implementation of Community Transportation Planning Grant for traffic flow and signal study if approved by TDOT
- Complete and record revised Final Plat of Highlands Business Park
- Complete and record covenants for Highlands Business Park

Staff recommended approval of the 2016 Annual Report and Program Design.

Leslie Sullins Draper made the motion to approve the 2016 Annual Report and Program Design Jim Woodford seconded the motion and the motion carried unanimously.
APPROVED.

CONSIDER FOR ACTION PRELIMINARY PLAT OF SOMERVILLE PHASE I, 22 LOTS LOCATED ON THE CORNER OF EAST 10TH STREET AND BREEDING AVENUE. REQUEST SUBMITTED BY AARON BERNHARDT. James Mills stated that Aaron Bernhardt has submitted for approval a preliminary plat of Somerville Phase I Subdivision, a 22 lot single family attached development of his property located at the corner of East 10th Street and Breeding Avenue.

The subject property is identified on Tax Map 40M Group B as a portion of Parcel 8.00 and Phase I contains approximately 1.43 total acres. The Phase I portion of the parcel is zoned CL, "Local Commercial" as is the adjacent property to the east. The remainder of the parcel fronting Breeding Avenue is zoned RS-15, "Single Family Residential" as is the adjacent property to the east of that portion. Section 221.3 of the Zoning Code stipulates that single family attached dwellings (townhouses) are allowed in the CL zone as a use permitted on review, subject to the submission of a plat in accordance with the Cookeville Subdivision Regulations. The property is proposed to be fully developed in two (2) phases with Phase II consisting of single family detached dwellings.

Phase I consists of 21 single family attached building lots and the construction of private street with sidewalks and installation of utilities. It should be noted that Lot 22 is the remaining common area and is not a building lot. The private street is proposed with the name Somerville Court. A plat note states that all of the lots will be accessed from the private street with no direct access to Breeding Avenue or East 10th Street in the first phase. The new street

profile must be added to the plat showing the proposed extruded curbing and a four (4) foot wide sidewalk along one side. The developers must submit drainage and street construction plans to the Public Works Department. Water service will connect to the existing six (6) inch water line located in the right-of-way of Breeding Avenue and the lots will be served by a master meter. Sewer will connect to the existing eight (8) inch gravity sewer line also located within the Breeding Avenue right-of-way. The developers must submit water and sewer plans to the Department of Water Quality Control for review and approval prior to construction. There is one (1) existing hydrant on Breeding Avenue and the dwelling units are required to have sprinkler systems. Fire Chief, Roger Fuqua, will be consulted to determine if additional hydrants are needed. The developer has advised that Clinton Engineering is in the process of preparing all required engineering plans for the development. All common areas, streets and other infrastructure improvements are private and will be maintained via a Homeowner Association Agreement that will be required upon final plat recording. No portion of the subject property is located in a Special Flood Hazard Area according to the Flood Insurance Rate Maps for the area, nor are there indications of Sinkhole Retention Areas according to the available GIS data.

Staff recommended conditional approval of the Preliminary Plat subject to the following:

- Developer shall schedule and attend a pre-construction meeting with all the appropriate city departments
- Developer understands and agrees that all right-of-ways must be cleared prior to installation of utilities
- Developer must submit a street plan and profile with storm sewer and sidewalk details to the Department of Public Works for all new streets. Plan shall include typical road section, subgrade, base width and asphalt width
- Developer shall submit a Storm Water Pollution Prevention Plan (SWPPP) to the Department of Public Works
- Developer must submit water (including fire hydrants if required) and sewer plans to the Water Quality Control Department (Fire Chief shall have final say if a new fire hydrant is required on the site)
- Developer shall submit plans for the installation of underground electric per the Electric Department design requirements
- Developer to submit plans for the installation of natural gas to the Gas Department if gas service is desired
- Developer to provide all conduit for underground communications facilities, CAD files and electrical layout plan to Frontier Communications
- Developer shall provide all utility easements as required by the Electric and Water Quality Control Departments
- A note will be added to the plat that all lots shall only have driveway access from the new interior street, and
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments.

Jim Woodford stated that when the first plat was submitted the plat had 2 entrances with one on Breeding and the other one on East 10th Street.

James Mills replied that Mr. Woodford was correct and that the entrance on East 10th Street did not meet the 500' separation requirements from Breeding Avenue. The Public Works Director recommended that the entrance be taken out due to safety issues. Mr. Mills added that since 10th Street is a major street that it is better to limit the number of access points to prevent accidents.

Chris Wakefield made the motion to grant conditional preliminary plat approval of Somerville Phase I, subject to staff's recommendation. David Webb seconded the motion and the motion carried unanimously. **CONDITIONAL PRELIMINARY PLAT APPROVAL.**

CONSIDER FOR ACTION PRELIMINARY PLAT OF COPPER SPRINGS PHASE III, 75 LOTS LOCATED ON EAST SPRING STREET/HIGHWAY 70. REQUEST SUBMITTED BY MEADOWS PROPERTIES. Ken Young stated that Mr. Donnie Meadows with Meadows Properties has submitted for approval a preliminary plat of Copper Springs Phase II Subdivision, a 75 lot single family attached and condominium development of his property located on East Spring Street.

The subject property is identified on Tax Map 52O Group B as Parcels 9.00, 17.00 and 18.00 containing approximately 7.25 acres. The area proposed for development as Phase III is zoned CL, "Local Commercial" as are the adjacent properties to the east and west. The remaining northern portion of the parcel is zoned RS-20, "Single Family Residential" as are properties adjacent to that section. Section 221.3 of the Zoning Code stipulates that single family attached dwellings (townhouses) and condominiums are allowed in the CL zone as a use permitted on review, subject to the submission of a plat in accordance with the Cookeville Subdivision Regulations. Phase III consists of 62 single family attached building lots and 12 condominiums. The development requires the construction of private interior streets and the installation of utilities. It should be noted that Lot 75 is the remaining common area and is not a building lot. No name has been proposed for the new private streets at this time. The street profile must be added to the plat showing the proposed extruded curbing and a four (4) foot wide sidewalk along one side of each new street. Permits for grading, drainage and storm water have been issued by the Public Works Department. The developers must submit street construction plans to the Public Works Department. Water service will connect to the existing fourteen inch water line located in the right-of-way of East Spring Street and the lots will be served by a master meter. The proposed eight (8) inch private sanitary sewer will connect to the existing sewer located in a 20 foot wide easement located along the eastern boundary of the parcel. The developers must submit water and sewer plans to the Department of Water Quality Control for review and approval prior to construction. The dwelling units are required to have sprinkler systems and Fire Chief, Roger Fuqua, will be consulted to determine the number and location of additional hydrants. The developer has advised that Clinton Engineering is in the process of preparing all required engineering plans for the development. All common areas, streets and other infrastructure improvements are private and will be maintained via a Homeowner Association Agreement that will be required upon final plat recording. No portion of the subject property is located in a Special Flood Hazard Area according to the Flood Insurance Rate Map for the area, nor are there indications of Sinkhole Retention Areas according to the available GIS data.

Staff recommended conditional approval of the Preliminary Plat subject to the following:

- Developer shall schedule and attend a pre-construction meeting with all the appropriate city departments
- Developer understands and agrees that all right-of-ways must be cleared prior to installation of utilities
- Developer must submit a street plan and profile with storm sewer and sidewalk details to the Department of Public Works for all new streets. Plan shall include typical road section, subgrade, base width and asphalt width
- Developer shall submit a Storm Water Pollution Prevention Plan (SWPPP) to the Department of Public Works
- Developer must submit water (including fire hydrants if required) and sewer plans to the Water Quality Control Department (Fire Chief shall have final say if new fire hydrants are required on the site)
- Developer shall submit plans for the installation of underground electric per the Electric Department design requirements
- Developer to submit plans for the installation of natural gas to the Gas Department if gas service is desired
- Developer to provide all conduit for underground communications facilities, CAD files and electrical layout plan to Frontier Communications
- Developer shall provide all utility easements as required by the Electric and Water Quality Control Departments
- A note will be added to the plat that all lots shall only have driveway access from the new interior street
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments

Donnie Meadows stated that he did not want the look of dumpsters on the property, so he decided to install compactors and have a private company pick them up.

Ken Young asked Mr. Meadows to explain about the storage units on the development.

Donnie Meadows replied that they will be building mini storage units for the residents only, so they can keep extra items stored and to prevent clutter around the buildings.

Jim Woodford made the motion to grant preliminary plat approval of Copper Springs Phase III, subject to staff's recommendation. Kay Starkweather seconded the motion and the motion carried unanimously. **CONDITIONAL PRELIMINARY PLAT APPROVAL.**

CONSIDER FOR ACTION FINAL PLAT OF JAMES MURPHY DIVISION PHASE II, 3 LOTS LOCATED ON WALL AVENUE. REQUEST SUBMITTED BY ANN ELIZABETH BREEDING AND JAMES MURPHY JR. Ken Young stated that property owners Ann Elizabeth Breeding and James Murphy Jr. have submitted a final plat of the Resubdivision of Lot 1 James Murphy Division Phase II, a three (3) lot single family detached residential development of their property located on Wall Avenue. No preliminary plat is required because fewer than ten (10) lots are proposed and they will all have frontage on an existing road with access to existing utilities.

The subdivision development property is identified on Tax Map 41 as Parcel 51.00 and consists of approximately 1.97 acres. The property is zoned RS-15, "Single Family Residential", as are all adjacent properties. The plat shows the existing right-of-way is 50 feet therefore no additional property dedication for right-of-way is required. The lots will be served by the existing six (6) inch waterline located in the street right-of-way. An eight (8) inch gravity sewer is located in the right-of-way and is available to serve the lots. There is an existing fire hydrant located in the right-of-way in front of the proposed Lot 1-C that will provide coverage for fire protection. No areas of the parcel are shown on FIRM # 47141C0140D as being within a FEMA designated Special Flood Hazard Area. In addition, there are no sinkhole retention areas indicated by the currently available data.

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

Jim Woodford made the motion to grant conditional final plat approval of James Murphy Division, Phase II, subject to staff's recommendation. Chris Wakefield seconded the motion and the motion carried unanimously. **CONDITIONAL FINAL PLAT APPROVAL.**

STAFF REPORTS:

(1) MINOR PLAT APPROVALS:

- COMBINATION PLAT OF BLACKWELL PARK LOTS 7 & 8, 1 LOT LOCATED ON BLACKWELL PARK – TITAN COMMERCIAL HOLDINGS, LLC.

ADJOURNMENT: 5:50 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

**JAYNE BARNS CPS
PLANNING ASSISTANT**

**JIM STAFNE, CHAIRMAN
COOKEVILLE PLANNING
COMMISSION**