

**MINUTES OF THE
WILLIAMSON COUNTY REGIONAL PLANNING COMMISSION
MEETING OF JANUARY 14, 2021**

MEMBERS PRESENT

John Lackey
Robin Baldree
Don Crohan
Sharon Hatcher
Steve Lane
Jessica Lucyshyn
Keith McCord
Bryan Richter
Rhonda Rose
Eddie Sanders

STAFF PRESENT

Joe Horne, Community Development Director
Michael Matteson, Planning Director
Floyd Heflin, County Engineer
William Andrews, County Engineer Assistant
Kristi Ransom, Attorney
Aaron Holmes, Planning Coordinator
Lincoln Sweet, Planner
Dr. Geovanna Torres, Planner
Christina Collins, Planning Assistant

The Williamson County Regional Planning Commission met in regular session Thursday, January 14, 2021 at 5:30 p.m. via GoToMeeting, online video conferencing.

Chairman Lackey called the meeting to order and asked Mike Matteson to call the roll, who confirmed that a quorum was present. At the time of roll call Commissioner Lucyshyn was not present due to audio issues, but she joined the meeting a short time later. Commissioners Lothers and McCoy were unable to attend.

Chairman Lackey asked for a motion to hold the Planning Commission meeting electronically due to the COVID-19 crisis.

A motion to conduct the Planning Commission meeting electronically due to the necessity caused by the COVID-19 crisis was made by Commissioner Rose. The motion was seconded by Commissioner Richter, and passed by unanimous roll call vote. Commissioner Lucyshyn joined the meeting.

Mr. Matteson announced the following:

1. Item 12 has been withdrawn; and
2. Revised Staff Reports for Items 16 and 17.

CONSIDERATION OF DECEMBER 10, 2020 MINUTES:

Chairman Lackey asked for a motion to consider the minutes of the December 10, 2020 Planning Commission meeting.

A motion to approve the December 10, 2020 minutes was made by Commissioner Crohan. The motion was seconded by Commissioner Lane, and passed 9-0. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

CONSENT AGENDA:

Chairman Lackey asked if any of the Commissioners would like to consider an Item for separate discussion from the Consent Agenda. Hearing none, Mr. Matteson read the following Consent Agenda Items into the record:

3. **Burning Tree Farms, Section 1** – Maintenance Bond for Roads, Drainage and Erosion Control - \$125,000
Recommendation: Extend in the current amount for one (1) year.
4. **Falls Grove, Section 1** – Maintenance Bond for Roads, Drainage and Erosion Control - \$290,000
Recommendation: Release the bond.

5. **Hardeman Springs, Section 1** – Maintenance Bond for Landscaping – \$25,245
Recommendation: Extend in the current amount for six (6) months.

6. **Hardeman Springs Wastewater System Area** – Performance Bond for Landscaping - \$63,850
Recommendation: Extend in the current amount for six (6) months and require the landscaping to be installed prior to the next review.

7. **Rondo Pools** – Performance Bond for Landscaping - \$87,230
Recommendation: Extend in the current amount for six (6) months and require the landscaping to be installed prior to the next review.

8. **The Grove, Section 8** – Performance Bond for Wastewater Collection System - \$20,200
Recommendation: Convert to maintenance in the amount of \$6,060 for a period of two (2) years.

9. **The Grove, Section 9** – Performance Bond for Wastewater Collection System - \$166,200
Recommendation: Convert to maintenance in the amount of \$49,860 for a period of two (2) years.

10. **The Grove, Section 11** – Performance Bond for Wastewater Collection System - \$186,500
Recommendation: Convert to maintenance in the amount of \$55,950 for a period of two (2) years.

11. **The Grove, Section 13** – Performance Bond for Wastewater Collection System - \$215,000
Recommendation: Convert to maintenance in the amount of \$64,500 for a period of two (2) years.

FINAL PLATS:

ITEM 22

FINAL PLAT REVIEW FOR DAVENTRY SUBDIVISION, SECTION 3, CONTAINING 24 LOTS ON 19.45 ACRES IN THE 5TH VOTING DISTRICT (1-2021-402)

The Plat is in order, and Staff recommends approval of the Final Plat with the following conditions:

1. The approved HOA documents shall be concurrently recorded with the recording of the Final Plat;
2. Posting of a Performance Bond in the amount of \$370,000 for roads, drainage and erosion control;
3. Posting of a Performance Bond in the amount of \$65,000 for water improvements as specified by Nolensville/College Grove Utility District;
4. The posting of a Performance Bond in the amount of \$54,000 for the wastewater collection system;
5. The posting of a Performance Bond in the amount of \$46,600 for landscaping improvements;
6. Execution of Performance Agreements for the above referenced sureties;

7. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
8. That the applicant provides two copies of the approved Final Plat in .dwg format on recordable media based on the Tennessee State Plane Coordinate System prior to signature and recording of the plat.

There being no comments, Commissioner Rose made a motion to accept Staff's recommendation on the Consent Agenda. Commissioner Baldree seconded the motion, and the motion passed by 9-0. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

OLD BUSINESS:

ITEM 12

FINAL PLAT REVIEW FOR CAYMUS SUBDIVISION, LARGE LOT EASEMENT SUBDIVISION, CONTAINING 5 LOTS ON 29.17 ACRES LOT OFF SOUTH CAROTHERS ROAD IN THE 4TH VOTING DISTRICT (1-2020-426)

This Item was withdrawn.

NON-RESIDENTIAL SITE PLANS:

ITEM 13

REVISED NON-RESIDENTIAL SITE PLAN REVIEW FOR COX LADD NONTRADITIONAL WASTEWATER TREATMENT FACILITY, ON 108.65 ACRES LOCATED OFF COX ROAD IN THE 5TH VOTING DISTRICT (5-2021-002)

Mr. Holmes reviewed the background (See Staff Report), and Staff recommended approval of the revised non-residential Site Plan with the same conditions of approval that were established at the April 2018 meeting (See Attachment 13-4).

There being no comments, Commissioner Sanders made a motion to accept Staff's recommendation on Item 13. Commissioner Richter seconded the motion, and the motion passed 9-0. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

PUBLIC HEARINGS:

ITEM 14

REVISED CONCEPT PLAN REVIEW FOR PINE CREEK SUBDIVISION, CONTAINING 99 LOTS ON 108.65 ACRES LOCATED OFF COX ROAD IN THE 5TH VOTING DISTRICT (1-2021-200)

Mr. Holmes reviewed the background (see Staff Report), and Staff recommended approval of the Revised Concept Plan with the same conditions that were established at the April 2018 meeting (See Attachment 14-3).

Mr. Matteson announced that no speakers were signed up for the Public Hearing.

Chairman Lackey asked if there were questions of Staff. Hearing none, he asked for a motion.

Mr. Holmes announced there was a typographical error in the report. He noted there was reference to the April 2018 meeting and the correction is September 2018 meeting.

Commissioner Crohan made a motion to accept Staff's recommendation on Item 14. Commissioner Richter seconded the motion, and the motion passed 9-0. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

CONCEPT PLANS:

ITEM 15

CONCEPT PLAN REVIEW FOR AMBROSIA ESTATES, CONTAINING 11 LOTS ON 22.8 ACRES LOCATED OFF NOLENSVILLE ROAD IN THE 5TH VOTING DISTRICT (1-2021-201)

Dr. Torres reviewed the background (See Staff Report), and noted that the applicant requested action on this Item be deferred until the March 2021 meeting. Staff concurred with this request.

There being no comments, Commissioner Rose made a motion to accept Staff's recommendation on Item 15. Commissioner Richter seconded the motion, and the motion passed 9-0. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

ITEM 16

CONCEPT PLAN REVIEW FOR BONTERRA SUBDIVISION, CONTAINING 38 LOTS ON 97.64 ACRES LOCATED OFF MEEKS ROAD IN THE 5TH VOTING DISTRICT (1-2021-202)

Mr. Holmes reviewed the background (See Revised Staff Report), and Staff recommended approval of the Concept Plan with the following conditions:

The Preliminary Plat must address the following:

1. Submission of roads, drainage and erosion control plans for review and approval by the County;
2. Submission of water plans for review and approval by Milcrofton Utility District; and
3. Submission of applicable construction plans for required wastewater disposal facilities to TDEC, the County's consultant, and staff.

The Final Plat must address the following:

1. Prior to Final Plat submittal for the first Section of the proposed subdivision, a Zoning Certificate must be obtained for the completed wastewater treatment and disposal system. Prior to issuance of the Zoning Certificate, the applicant shall provide the following:
 - a. A letter from TDEC indicating that the Nontraditional Wastewater Treatment and Disposal System was installed and is functioning;
 - b. As-built drawings showing the location of all system components and a sealed certification letter from the design engineer indicating that said system was constructed in accordance with the approved construction plans and specifications;
 - c. A letter from the owner/utility provider indicating that it has accepted said system and is currently operating same;

- d. The posting of a Performance Bond in the amount of \$117,900 for the Nontraditional Wastewater Treatment and Disposal System as specified by the County's wastewater consultant;
 - e. The posting of a Performance Bond in the amount of \$42,800 for landscaping improvements; and
 - f. Execution of Performance Agreements for the above referenced sureties.
2. Prior to consideration of Final Plat approval, the applicant shall submit HOA documents for review and approval by the County Attorney's office. The HOA documents must be submitted with the Final Plat, and the approved HOA documents must be recorded concurrently with the recording of the Final Plat;
 3. Dedication of a right-of-way twenty-five (25) feet off the center line of the dedication of Meeks Road;
 4. Dedication of a right-of-way of twenty-five (25) feet off the center line Peytonsville-Trinity Road;
 5. Establishment of a performance bond for roads, drainage and erosion control;
 6. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
 7. Establishment of a performance bond for the wastewater collection system;
 8. Submission of landscaping plans and establishment of a performance bond for landscaping;
 9. Execution of Performance Agreements for the above referenced sureties;
 10. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
 11. Submission of the approved Final Plat in .dwg format on recordable media based on the Tennessee State Plane Coordinate System prior to signature and recording of the plat.

Commissioner Baldree expressed that the 25 mph speed limit is a bit fast inside the small subdivision. Instead, she suggested a reduction to 20 mph within the small subdivision and suggested a reduction to 20 mph. She questioned the purpose of the twenty-five foot (25') right-of-way dedication for Meeks Road.

Mr. Holmes replied that the twenty-five foot (25') right-of-way dedication serves as a placeholder should the County widen the road.

Commissioner Baldree noted this is the third subdivision on Meeks Road. In addition to the heavy traffic experienced on Peytonsville-Trinity, Arno, and Meeks Roads, she questioned whether a right-hand turn lane from Peytonsville-Trinity Road onto Meeks Road would enhance traffic safety and better serve the surrounding area of development.

Mr. Holmes noted that a Traffic Shed Analysis was conducted.

Mr. Matteson expanded, stating that the Zoning Ordinance requires a Traffic Shed Analysis be conducted and due to the small number of lots, the Zoning Ordinance does not require any off-site improvements.

There being no further comments, Commissioner Richter made a motion to accept Staff's recommendation on Item 16. Commissioner Sanders seconded the motion, and the motion passed by 9-0. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

ITEM 17

CONCEPT PLAN REVIEW FOR FAIRHAVEN SUBDIVISION, CONTAINING 49 LOTS, ON 55.4 ACRES LOCATED OFF BETHESDA ROAD IN THE 2ND VOTING DISTRICT (1-2021-203)

Commissioner Richter requested to be recused from this Item.

Chairman Lackey acknowledged the recusal.

Dr. Torres reviewed the background (See Revised Staff Report), and Staff recommended approval of the Final Plat with the following conditions:

The Preliminary Plat must address the following:

1. Prior to submittal of the Preliminary Plat, all off-site improvements, as specified in the Traffic Access Analysis review letter from the County's traffic consultant (See Attachment 17-3), must be approved by the County Highway Department or the Tennessee Department of Transportation (TDOT), as applicable;
4. Submission of roads, drainage and erosion control plans for review and approval by the County Engineer;
5. Submission of water plans for review and approval by H.B. & T. S. District; and
6. Submission of applicable construction plans for required wastewater disposal facilities to TDEC, the County's consultant, and Staff.

The Final Plat must address the following:

1. Prior to Final Plat submittal for the first Section of the proposed subdivision, a Zoning Certificate must be obtained for the completed wastewater treatment and disposal system. Prior to issuance of the Zoning Certificate, the applicant shall provide the following:
 - a. A letter from TDEC indicating that the Nontraditional Wastewater Treatment and Disposal System was installed and is functioning;
 - b. As-built drawings showing the location of all system components and a sealed certification letter from the design engineer indicating that said system was constructed in accordance with the approved construction plans and specifications;
 - c. A letter from the owner/utility provider indicating that it has accepted said system and is currently operating same;
 - d. The posting of a Performance Bond in the amount of \$112,500 for the Nontraditional Wastewater Treatment and Disposal System as specified by the County's wastewater consultant;
 - e. The posting of a Performance Bond in the amount of \$77,500 for landscaping improvements; and

- f. Execution of Performance Agreements for the above referenced sureties.
2. Prior to submittal of Final Plat, all off-site improvements, as specified in the Traffic Access Analysis review letter from the County's traffic consultant (See Attachment 17-3), must be completed to the satisfaction of the County Highway Superintendent or the Tennessee Department of Transportation (TDOT), as applicable;
3. Dedication of a right-of-way thirty (30) feet off the center line of the dedication of Bethesda Road;
4. Dedication of a right-of-way of forty-eight (48) feet off the center line of Lewisburg Pike;
5. Prior to consideration of Final Plat approval, the applicant shall submit HOA documents for review and approval by the County Attorney's office. The HOA documents must be submitted with the Final Plat, and the approved HOA documents must be recorded concurrently with the recording of the Final Plat;
6. Establishment of a performance bond for roads, drainage and erosion control;
7. Establishment of a performance bond for water improvements in favor of H.B. & T.S.;
8. Establishment of a performance bond for the wastewater collection system;
9. Submission of landscaping plans and establishment of a performance bond for landscaping;
10. Prior to installation of the Security gate, a permit for the gate will need to be obtained, and all requirements for such gates as outlined in Section 17.11 of the Zoning Ordinance will need to be met;
11. Execution of Performance Agreements for the above referenced sureties;
12. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
13. Submission of the approved Final Plat in .dwg format on recordable media based on the Tennessee State Plane Coordinate System prior to signature and recording of the plat.

There being no comments, Commissioner Sanders made a motion to accept Staff's recommendation on Item 17. Commissioner Lane seconded the motion, and the motion passed by 8-0 with Commissioner Richter recused. Due to audio difficulties Commissioner Lucyshyn was not able to vote.

PRELIMINARY PLATS:

ITEM 18

PRELIMINARY PLAT REVIEW FOR THE GROVE, PHASE 11, CONTAINING 82 LOTS ON 65.97 ACRES LOCATED OFF ARNO ROAD IN THE 5TH VOTING DISTRICT (1-2021-300)

Mr. Holmes reviewed the background (See Staff Report), and Staff recommended approval of the Preliminary Plat with the following conditions, which shall be addressed in conjunction with Final Plat consideration:

1. Establishment of a Performance Bond for roads, drainage and erosion control;
2. Establishment of a Performance Bond for water improvements in favor of Milcrofton Utility District;
3. Establishment of a Performance Bond for the wastewater collection system as applicable;
4. Submission of landscaping plans and establishment of a Performance Bond for landscaping;
5. Execution of Performance Agreements for the above referenced sureties;
6. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
7. Submission of the approved Final Plat in .dwg format on recordable media based on the Tennessee State Plane Coordinate System prior to signature and recording of the plat.

Commissioner Lucyshyn joined the meeting and requested to discuss Item 17.

Chairman Lackey noted that Item 17 had been voted on and that the Commission was considering addressing Item 18.

There being no further comments, Commissioner Rose made a motion to accept Staff's recommendation on Item 18. Commissioner Richter seconded the motion, and the motion passed 9-0. Commissioner Crohan was having audio issues and was not part of the voting process.

ITEM 19

PRELIMINARY PLAT REVIEW FOR KINGS CHAPEL, PHASE 14, CONTAINING 0 LOTS ON 35.57 ACRES LOCATED OFF MEADOWBROOK DRIVE IN THE 5TH VOTING DISTRICT (1-2021-301)

Mr. Holmes reviewed the background (See Staff Report), and Staff recommended approval of the Preliminary Plat with the following conditions, which must be addressed in conjunction with Final Plat consideration:

1. Prior to the submittal of any additional Final Plats for this development, off-site roadway improvements as stipulated in the traffic study review findings provided by the County's traffic engineering consultant (See Attachment 19-3), including the second entrance to the development and associated turn lanes, must be completed to the satisfaction of TDOT;
2. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
3. Providing two (2) copies of the approved Final Plat in .dwg format on recordable media based on the Tennessee State Plane Coordinate System prior to signature and recording of the Final Plat.

There being no comments, Commissioner Richter made a motion to accept Staff's recommendation on Item 19. Commissioner Rose seconded the motion, and the motion passed by unanimous roll call vote.

FINAL PLATS:

ITEM 20

FINAL PLAT REVIEW FOR TIMOTHY GROVE SUBDIVISION, LARGE LOT EASEMENT, CONTAINING 5 LOTS ON 41.88 ACRES LOCATED OFF DRUMRIGHT ROAD IN THE 5TH VOTING DISTRICT (1-2021-400)

Dr. Torres reviewed the background (See Staff Report), and noted that the applicant requested action on this Item be deferred until the February 2021 meeting. Staff concurred with this request.

There being no comments, Commissioner Richter made a motion to accept Staff's recommendation on Item 20. Commissioner Lane seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 21

FINAL PLAT REVIEW FOR DRUMRIGHT HILLS SUBDIVISION, LARGE LOT EASEMENT, CONTAINING 5 LOTS ON 28.94 ACRES LOCATED OFF DRUMRIGHT ROAD IN THE 5TH VOTING DISTRICT (1-2021-401)

Dr. Torres reviewed the background (See Staff Report), and noted that the applicant requested action on this Item be deferred until the February 2021 meeting. Staff concurred with this request.

There being no comments, Commissioner Lucyshyn made a motion to accept Staff's recommendation on Item 21. Commissioner Richter seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 22

FINAL PLAT REVIEW FOR DAVENTRY SUBDIVISION, SECTION 3, CONTAINING 24 LOTS ON 19.45 ACRES LOCATED OFF TULLOSS ROAD IN THE 5TH VOTING DISTRICT (1-2021-402)

This Item was on the Consent Agenda.

There being no further business, the meeting was adjourned at approximately 6:24 p.m.

APPROVED BY A MAJORITY VOTE BY THE WILLIAMSON COUNTY REGIONAL PLANNING COMMISSION ON FEBRUARY 11, 2021.

CHAIRMAN JOHN LACKEY