



**City of Millersville Planning Commission
Meeting Minutes
Tuesday, February 13, 2018 5:00 pm
Commission Chambers**

1. **Call to Order:** Vice Chairman Petty called the February Meeting of Planning Commission to order at 5:15pm.
2. **Pledge of Allegiance:** Lead by Vice Chairman Petty
3. **Roll Call:** Secretary Gregory called the roll of the Commission; a quorum was present and included the following:

Commissioners Present:

**Mr. Larry Petty
Mr. David Gregory
Mr. Lee Smith
Mr. Keith Bell
Mrs. Deborah Wade**

Staff Present:

**Mr. Michael Barr
Mrs. Michelle Bernard**

4. **Disclosure of Ex-parte Communications:**
Vice Chairman Petty asks the Commission members if anyone has anything to disclose. No comments were made. (**Chairman Fox arrives & joins the meeting**)
5. **Approve the Minutes of the Planning Commission Meeting(s):**
 - a. **January 9, 2018**
Chairman Fox requests the Commission to approve the January 9, 2018 minutes. Mr. Bell made the motion to "approve the January 9, 2018 meeting minutes as presented." Secretary Gregory seconded the motion.
Motion carried. (6-aye, 0-nay, Mr. Uldrich absent for voting)
6. **Public Comments (Limited to 3 minutes per speaker for items on this agenda):**
No comments were made.
7. **Action Item(s):**
 - a. **7673 - 7383 South Swift Rd Request for Rezoning from R-3 to R-5:**
The applicant is requesting to rezone the subject parcel from Residential District

R-3 to Residential R-5 in conjunction with a Minor Subdivision Plat. This rezoning will allow for the platting and development of a total of four single family homes on this approximately one acre parcel. The parcel currently contains one single family house and two (previously three) single-wide mobile homes. The property owner is proposing to remove the remaining mobile homes and build three new single family homes. This proposed zoning is complimentary and transitional with other residential parcels in the immediate area.

Secretary Gregory asks Mr. Barr regarding the lot size/house size. Mr. Bell asks about sidewalks being put in.

Mr. Barr is recommending approval by the Planning Commission to amend the City's Zoning Map for this parcel to Residential R-5. Mr. Bell made the motion to approve 7673 South Swift Rd Request for Rezoning from R-3 to R-5.

Vice Chairman Petty seconded the motion.

(Chairman Fox recognizes Mr. Uldrich arriving & joining the meeting).

Motion carried by Unanimous vote. (7-aye, 0-nay)

b. 7673 – 7683 South Swift Rd Request for Minor Subdivision Plat:

The owner of the subject parcel is requesting to divide the approximately one acre parcel into four parcels. The parcel currently contains one single family residence and two (previously three) single-wide mobile homes. The property owner is proposing to remove the remaining mobile homes and build three new single family homes for a total of four homes. This proposed subdivision with resulting lots is complimentary to the parcels across the street in the Turner's Point Subdivision, as well as other residential parcels in the vicinity.

Mr. Barr is recommending "Conditional" approval by the Planning Commission to subdivide the parcel per the attached Final Plat drawing pending City Commission approval of the associated rezoning to Residential R-5. Mr. Bell made the motion to conditionally approve 7673 South Swift Rd Request for Minor Subdivision Plat.

Secretary Gregory seconded the motion.

Motion carried by Unanimous vote. (7-aye, 0-nay)

c. 182B Flat Ridge Rd Site Plan – Cell Tower Co-location:

The applicant is requesting approval of the Commercial Site Plan for cellular tower improvements associated with a proposed co-location of additional antennas, etc. The Site Plan includes an additional 12'x20' concrete pad with several cabinets and generator and connections to the existing tower.

The proposed Site Plan appears to conform to the City's Transmission and Communications Towers and Stations Standards (Sec. 90-551 to 555). This Site Plan was reviewed and recommend for approval by the City's Engineer. A Building Permit will be required before any site work can begin.

Secretary Gregory asks about base size. Mr. Smith asks about additional antennas.

Mr. Barr is recommending approval by the Planning Commission of the Site Plan for the subject project. Vice Chairman Petty made the motion to approve 182B Flat Ridge Rd Site Plan – Cell Tower Co-location. Mrs. Wade seconded the motion.

Motion carried. (6-aye, 0-nay, 1-abstained; Mr. Smith)

d. 1246 Louisville Hwy Site Plan for Public Works Facility Expansion:

The City is proposing to add covered truck and equipment parking and material storage on a portion of the Public Works Facility. This expansion includes two buildings to be built in phases. Each building will be constructed in the Polc Barn style and enclosed on three sides. These buildings are accessory to the main Public Works Building.

The first building to be constructed is approximately 2,688 sq ft with 8 bays. The second building is approximately 1,536 sq ft with 4 bays. Some adjustments to stormwater and other underground infrastructure are expected as construction progresses. The parcel is zoned Residential R-2 with the Non-profit / government / religious land use overlay district NP-1. The current use is recognized as an existing non-conforming use that allows for expansion of its use per the City Code of Ordinances and State Statutes. The Site Plan appears to meet the underlying Residential Land Use as well as the City's Commercial Development Standards.

The Board of Zoning Appeals approved reduced side setback and landscape buffer dimensions on the south side of the property on January 2, 2018. Additionally, the buildings are proposed to be sided with vertical slat metal sheeting.

Mr. Bell asks Mr. Barr if the building of the Public Works building would interfere with the new construction of City Hall, to which Mr. Barr stated no it would not. Secretary Gregory makes mention in replacing fence to 10 feet and Mr. Smith asks regarding why both buildings cannot be built at the same time? Mr. Barr stated that due to the City's budget, we are only able to construct one at a time.

Mr. Barr is recommending approval by the Planning Commission of the Site Plan and its exterior siding for the subject project. Mr. Bell made the motion to approve 1246 Louisville Hwy Site Plan for Public Works Facility Expansion. Mr. Uldrich seconded the motion.

Motion carried by Unanimous vote. (7-aye, 0-nay)

8. Development Services Department Report:

a. Board of Zoning Appeals Meeting Summary:

Mr. Barr had no updated news to share with the board.

b. Planning & Zoning Activities:

Firstly, Mr. Barr stated that the City has had a lot of Residential permits coming in. Mr. Barr stated that we have a developer who is looking to build some townhomes

up on Bethel Road, which is in additional to a 53 lot subdivision that will be located on the west side of Bethel Road.

Secondly, Mr. Barr stated that coming up in mid-March the Sumner County Council of Governments has asks all our municipal and county Planners to join them for a lunching meeting. This is so that they can bring our Executive's and Major's up to speed on the activities that the planners are working on, including amending the urban growth boundaries and sharing some of our ordinances with one another.

Thirdly, Mr. Barr hands out a print that he took directly out of our Subdivision relegations and passes out to the board members which addresses our variances for subdivision plats. Mr. Barr stated this was just for the board members knowledge to read over.

9. Commissioners Comments & General Discussion:

Secretary Gregory asks Mr. Barr regarding the 90+ townhouses that was mentioned as to where they would be built. Mr. Barr stated that at this time he would rather not give that information. Vice Chairman Petty asks if there will be sidewalks built to which Mr. Barr stated he would recommend that.

10. Public Comments (Limited to 3 minutes per speaker for only items not on this agenda):
No comments were made.

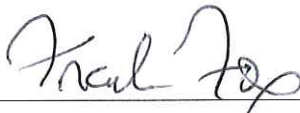
11. Next Planning Commission Meeting is scheduled for March 13, 2018.

12. Adjournment:

Mr. Bell made the motion to adjourn, seconded by Vice Chairman Petty.

Motion carried by Unanimous vote. (7-aye, 0-nay)

Meeting adjourned at 6:15pm.



Chairman Frank Fox



Board Secretary David Gregory



Recording Secretary Michelle Bernard



Approval Date