

**MINUTES OF REGULAR SESSION
PIPERTON PLANNING COMMISSION
November 15, 2016, 6:00 P.M.**

The Piperton Planning Commission met on November 15, 2016 at 6:00 p.m., at City Hall, with Board members: Chairman John Henszey, Mayor Henry Coats, Vice-Mayor Hugh Davis, Commissioner Denise Browder and Commissioner David Crislip present. City Planner Brett Morgan, City Engineer Harvey Matheny, Fire Chief Reed Bullock and City Recorder Beverly Holloway were present along with Vicki Hancock, Preston Trotter, John McCarty, William Meacham, and Fireman James Scott in the audience.

Agenda item 1. Call to order, establish quorum

Action taken: Chairman John Henszey called the meeting to order at 6:00 p.m., and established that a quorum was present.

Agenda item 2. Prayer and Pledge of Allegiance to the American Flag

Action taken: Chairman Henszey led in the opening Prayer and Mayor Henry Coats led in the Pledge of Allegiance to the American Flag.

Agenda item 3. Any changes to Agenda; Motion to adopt Agenda

Action taken: There were no changes to the Agenda and Commissioner David Crislip moved to approve the Agenda, seconded by Commissioner Denise Browder. The Motion received all affirmative votes.

Agenda item 4. Any changes to the Minutes of the October 11, 2016 meeting: Motion to approve Minutes of October 11, 2016.

Action taken: There was no changes to the Minutes of October 11, 2016 and Commissioner Browder moved to approve the Minutes of October 11, 2016, seconded by Vice-Mayor Hugh Davis. The Motion received all affirmative votes.

Agenda item 5. Master Development Plan – Piperton Business Center

Brett Morgan, City Planner, stated this was a request by the owners of lot 7 of the Piperton Business Center, Phase II, PD-O to further subdivide this lot into two lots and this lot has two principal structures (owned by two individual owners) which is allowed in the commercial development and the two individual owners are requesting a subdivision so that the land that is with their building would be under the same ownership as the building so staff has considered this due to the lot being totally built out, the bulk regulations for the PD-O stated that minimum lot area is 1.5 acres, minimum lot width is 200 feet and currently this lot is 2.47 acres and 207 feet so if subdivided it will no longer meet the minimum requirements and bulk regulations of the development but what they want to do is change the bulk requirements of the PD-O for lot 7 only to be a 1 acre minimum of square footage and 100 linear feet at the building line and considering that the net effect of this is zero since it is built out staff feels like this is something that we could do that would not be problematic for the rest of the development and staff recommends if we approve this amendment to the PD-O that this amendment applies to lot 7 only and adds the following condition to the Master Development Plan Conditions that were approved 10/17/2006 which says: First Amendment to Piperton Business Center Phase 2 PD-O with the approval date of Board of Commissioners; Lot 7, and any subsequent subdivision thereof, shall have the following minimum Bulk Requirements:

Minimum Lot Area – 1.0 Acres, Minimum Lot Width – 100 linear feet and the other request was that every owner within the development agree to this and was to provide signatures of that and also their private covenants do not allow for further subdivisions so the signatures of the owners was to approve the amendment to the PD-O for this lot only and to modify the private ccr and staff wants to make one change to the plan that the scale be revised from 1" =120" to 1" =100' and note that lot 7 and any subsequent subdivision thereof, shall be subject to all previously approved restrictions and requirement of the PD-O, meaning setback, common open space requirements etc, staff feels like this is not problematic because it is built out and should anything happen in the future regarding that build out then staff may have to take it back to the original and feels there is no reason to not let them use the land that is under their building.

Vice-Mayor Hugh Davis inquired if the numbering would be 7A and 7B since it is being divided.

Mr. Morgan stated that is correct.

Chairman Henszey stated at the beginning of this process the applicant agreed to some other conditions that they pay for the filing with the County and should those conditions be a part of this.

Mr. Morgan stated we can make any other conditions that we want to be made and this will go from this body to the Board of Mayor and Commissioner because they will have to ultimately have to approve any amendment to a PD-O so if there are other conditions that this Board needs to add and when they made their application they agreed to pay all cost for applications and administration issues.

Mr. John McCarty stated together they owned all the land and thought they would run their individual buildings but they have realized both of these businesses will need to divide and at some point due to various factors will need to sale their individual buildings with the land when they get ready to close their businesses.

Mr. Morgan stated staff recommends approval of that amendment under those conditions knowing that the final approval will rest with the Board of Mayor and Commissioners to amend the PD-O.

Action taken: Mayor Coats moved to approve based on recommendations that staff has listed on page 2, items 1 through 5, seconded by Commissioner Denise Browder. The Motion received all affirmative votes.

Agenda item 6. Subdivision – Piperton Business Center, Lot 7

Mr. Morgan stated this is the second half to this application in which they made a subdivision application as well as the PD-O amendment application, this is the application to subdivide lot 7 into Lot 7A & Lot 7B and staff recommends approval based on the following conditions: 1) Each lot shall be subject to all previously approved restrictions and requirements of the amended PD-O in the Piperton Business Center Phase 2 subdivision. 2) A common access/parking easement will be provided allowing the continuation of shared parking for each lot. 3) Any approval and subsequent recording of the plan and re-recording of the Master Development Plan is contingent on the Board of Mayor and Commissioners' final approval of the PD amendment and so the subdivision will not move forward if the PD amendment doesn't move forward with the Board of Mayor and Commissioners, and so both of these lots will be essentially equal in size and frontage.

Action taken: Vice-Mayor Davis moved that the proposal presented by staff for subdivision aspect for Piperton Business Center Phase 2, lot 7 which would be lot 7A & 7B be approved, seconded by Commissioner Browder, The Motion received all affirmative votes.

Agenda item 7. 84 Lumber Expansion Update – Administrative Site Plan Policy Review

Mr. Morgan stated 84 Lumber Company is requesting permitting for a 10,000 square foot building expansion on the south end of their existing structure and upon review staff concluded this application would be a model case for streamlining the permitting process for business expansion by formulating criteria for administrative approval of such expansion, this will allow business to move

forward with permitting and construction more quickly and staff came up with a list of administrative approved criteria but with the following conditions they can expand: 1) the expansion has to comply with all the bulk regulations that are existing within the zoning district of M1 (Light Industrial), 2) the materials and design of the addition or expansion is consistent with the existing structure, 3) the existing public infrastructure is not altered or affected and 4) the addition or expansion is not really seen from any major thoroughfare, staff sees no reason to make the applicant go through a full application process and so this criteria was written, the infrastructure was the key and will ask Mr. Matheny to speak on this.

Harvey Matheny, City Engineer, stated the point of this expansion is for storage only will not require any additional roadway construction, water, sewer, any utility expansions so there is no impact on public infrastructure with the expansions they are proposing.

Chairman Henszey inquired on fire control fitting into this.

Chief Reed Bullock stated yes and he has their plans and their hydraulic calculation and with their current service it will be sprinkled as per the City's Ordinance and it fits within the current service they have.

Mr. Morgan stated because their building is expanding in square footage they did have to add some parking spaces so with that they did meet all bulk regulations and are not impacting any of the infrastructure and so staff felt like this would give us the ability with other businesses in the future that meet this criteria.

Vice-Mayor Davis inquired on signage on the back of the building, they were limited when they first opened up on the signage on the front.

Mr. Morgan stated they haven't submitted any signage for the back of the building and any more signage would have to be approved.

Chairman Henszey inquired with the expansion, does that change the amount of signage.

Mr. Morgan stated signage is based on linear footage on the front.

Chairman Henszey suggested one addition on number 4, that is should not be seen from any major local thoroughfare so that would eliminate Highway 385 or I-269.

Mr. Morgan stated staff is coming up with a new set of checklists for all the different applications and will make this criteria a part of the checklist for a faster permitting but if it can't be used then the applicant will have to make full application to the Planning Commission and if you are in favor of this then approve this criteria and staff will move forward with incorporating it into the actual documentation for the City.

Action taken: Commissioner Browder moved to allow administrative approval for expansion of existing businesses with the following four revised conditions, seconded by Commissioner Crislip. The Motion received all affirmative votes.

Agenda item 8. Any other old/new business, questions or matters from the audience

Chairman Henszey inquired if Mt. Zion has responded on the offer to change their landscape plan with help.

Mr. Morgan stated he called Pastor Lyons about a week or so ago to see where he was on that and he responded that they were finishing up the plans and he would get them to him but he has not seen the plans as yet and nothing has been submitted to the City and he intends to contact him again, previously gave Mr. Morgan administrative approval unless there is something out of line and feels it needs to come before the Planning Commission.

Mayor Coats inquired if their occupancy is based on their return with landscaping plan.

Mr. Morgan stated that we had talked previously about some kind of a temporary occupancy that the City has done before but he is not familiar with how the City does temporary occupancy and whether or not you wish to stipulate that their landscape plan be approved prior to that or not.

Mayor Coats stated that maybe a question for Tommie, the Building Inspector.

Chairman Henszey inquired who actually controls whether they can do that or not, whether there are liens on the property do other people have to approve before you can get a temporary occupancy.

Mr. Morgan stated Tommie is the one who will issue the occupancy permit so we need to make sure with Tommie and if there is any duration on those occupancy permits.

Agenda item 9. Adjournment

Action taken: Commissioner Browder moved for adjournment, seconded by Commissioner Crislip. The Motion received all affirmative votes, and the meeting was adjourned at 6:37 p.m.

Respectfully submitted,

Beverly Holloway, City Recorder

Approved: _____ date: _____