



## City of White House, Tennessee

### **Planning and Codes Department**

105 College Street • White House, TN 37188

[www.cityofwhitehouse.com/yourgovernment/planning-and-codes](http://www.cityofwhitehouse.com/yourgovernment/planning-and-codes)

Phone (615) 672-4350 ext. 2121 • Fax (615) 616-1050

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# Memo

To: City of White House Planning Commissioners

From: Ceagus Clark, Director of Planning & Codes

Date: 6/5/2024

Re: Cover Page for the Planning Commission Staff Notes; meeting scheduled 6/10/2024

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There are two items on the agenda:

- Item # 1** Sage Road Retail/Klober Engineering: Request Site Plan approval
- Item # 2** Sage Farms-Phase 2/Klober Engineering: Request Final Plat approval

Don't hesitate to give me a call.

615-672-4350 Ext 2119

Ceagus Clark  
Director, Planning and Codes



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### Item # 1: Sage Road Retail/Klober Engineering

Applicant or Representative-  
**Alton Payton**

Location  
**Sage Road**

Tax Parcel and ID  
**Robertson County Tax Map  
106, Parcel 103.02**

Zoning  
**C-2 General Commercial**

#### Finding of Fact:

The site is zoned appropriately C-2 for this proposed commercial use, staff has reviewed and found this site plan sufficient to site plan criteria.

#### Motion Options:

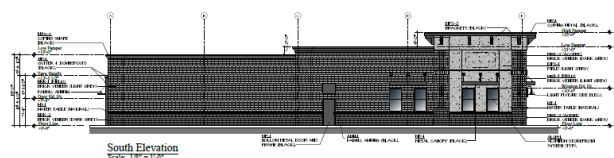
- A) **Approve** the site plan based on the fact that it meets site plan requirements under Article 3, Section 3.110
- B) **Deny** with basis it does not meet site plan requirements under Article 3, Section 3.110.
- C) **Defer** the request to include additional site plan information as determined by the Planning Commission during the meeting discussion.

### Staff Overview

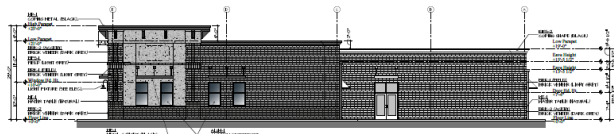
This is a proposal for 13,196 square feet of new retail space on Sage Rd, just north of Deja Moo and Unipress retail/offices. The proposal contains a site plan which includes all features required under site plan criteria checklist. A traffic analysis was completed and a determination was made that a full Traffic Study was not needed due to the low volume of traffic that this site will produce. Currently an unnamed dance studio will occupy a portion of the space. The analysis showed that at peak times, there would be 31 trips in the AM and 95 trips in the PM peak hours.



East Elevation (Facing Sage Rd.)  
Scale: 1/8" = 1'-0"



South Elevation  
Scale: 1/8" = 1'-0"



City of White House Planning Commission Project		
Item	Description	Action
1	Staff Report	Staff Report
2	Planning Commission Meeting	Planning Commission Meeting
3	City Council Meeting	City Council Meeting
4	Final Decision	Final Decision

Exterior Material & Finish Chart		
Item	Description	Color
1	Exterior Wall	Light Gray
2	Roof	Dark Gray
3	Windows	White
4	Doors	White
5	Trim	White
6	Signage	White
7	Landscaping	Green
8	Paving	Gray
9	Furniture	White
10	Lighting	White



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### Item # 2: Sage Farms Phase 2/Klober Engineering

#### Applicant or Representative- **Stagecoach Development**

Location:  
**Sage Road**

Tax Parcel and ID  
**Robertson County Tax Map  
106, Part of Parcels 193 & 196**

Current Zoning  
**NCRPUD- Neighborhood  
Center Planned Unit  
Development**

#### Finding of Fact:

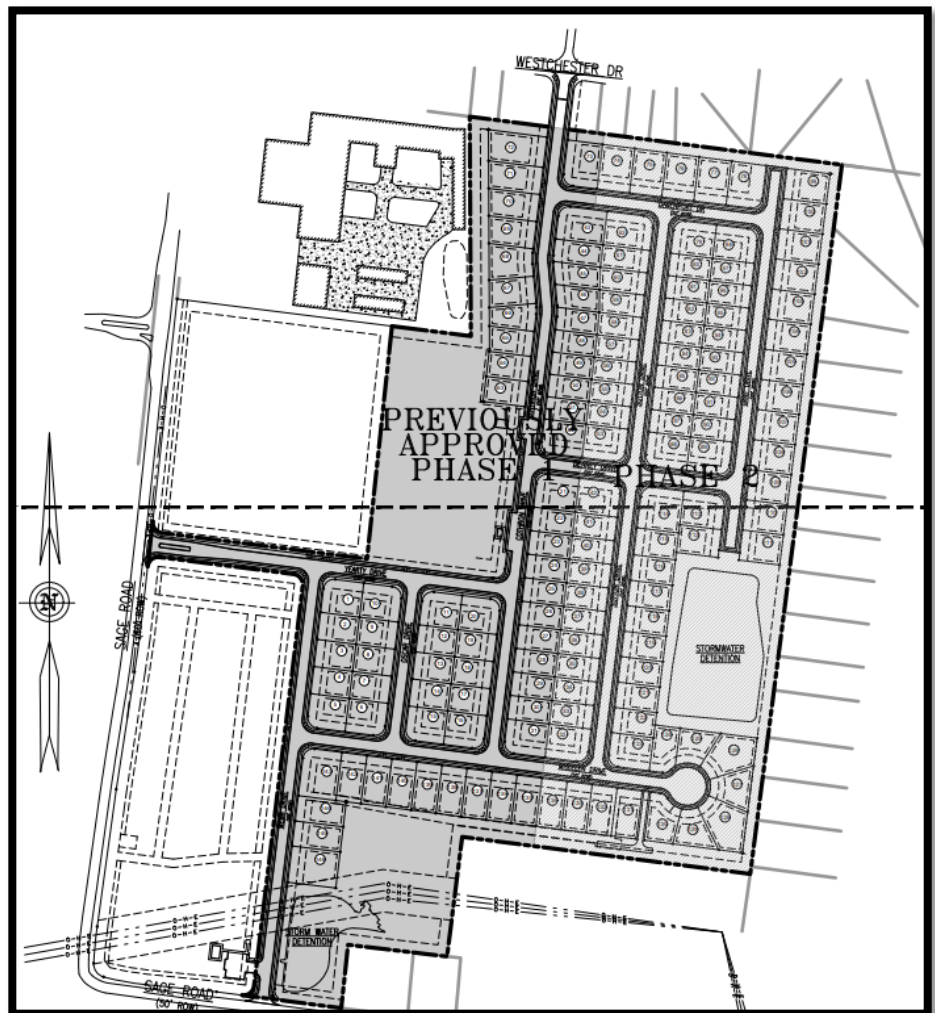
Construction Plans have been approved, the Final Plat matches the intent of the approved FDMP and the final plat adheres to subdivision regulation under 5-104.

#### Motion Options:

- A) **Approve** the Final Plat *based* on the fact that it meets Subdivision regulation requirements under Article 5, Section 5-104
- B) **Deny** with *basis* it does not meet Final Plat requirements under Subdivision regulation requirements under Article 5, Section 5-104.
- C) **Defer** the request to include additional Final Plat information as determined by the Planning Commission during the meeting discussion

#### Staff Overview

Request Final Plat approval for Phase 2 of Sage Farms Residential. There are 143 single-family homes approved for Sage Farms, and 100 multi-family units. Phase 2 consists of the remaining portion of single-family homes.





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## **5-104 Final Subdivision Plat**

### **5-104.1 General**

The final subdivision plat shall be prepared on transparent drafting material at a scale no smaller than fifty (50) feet to the inch on sheets of county register plat book size. The use of an appropriate smaller scale may be permitted for lots larger than two (2) acres. When more than one (1) sheet is required, an index sheet of the same size shall be filed showing the entire subdivision with the sheets numbered in sequence.

Construction plans, if required as described in Section 5-103, of these regulations, shall have been approved prior to Planning Commission approval of the final subdivision plat.

### **5-104.2 Features**

The final plat shall include:

1. The location of the property to be subdivided with respect to surrounding property(s) and public ways.
2. The names of all adjoining property owners of record or the names of adjoining developments.
3. The names of adjoining public ways.
4. The exact boundary lines of the tract, determined by a field survey, showing angles to the nearest minute and distance to the nearest one hundredth (1/100) of a foot. The adjusted accuracy of the survey shall meet or exceed the standards set forth in Title 62, Chapter 18, of the Tennessee Code, for a Category II (Suburban Subdivision). The survey shall be tied into the Tennessee Grid Coordinate System.

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## **ACCURACY OF SURVEYS**

### **Average Lot Size**

**One (1) Acre or Less  
Greater than One (1) Acre,  
but Less than Ten (10) Acres  
Ten (10) Acres or More**

### **Unadjusted Accuracy**

**Category I, Suburban Land Survey  
Category II, Rural Land Survey  
  
Category III, Farm Land Survey**

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A distance and bearing shall be provided which will link a point on the boundary of the subdivision to a monument in the right-of-way of the nearest prominent public way intersection.

5. The location of all public ways, easements, water bodies, large streams or rivers, railroads, parks, and cemeteries.





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6. The limits of floodway, the floodway elevation, and floodway fringe areas (100-year flood line(s)) and the regulatory flood elevation; as well as the location and elevation of any required fill lines.
7. The location and width of all easements and rights-of-way for public ways, as well as the building setback lines on all lots.
8. The location, dimensions, and area of all lots. All dimensions shall be field run to the nearest one hundredth (1/100) of a foot and angles to the nearest minute. Lot areas shall be shown to the nearest tenth (1/10) of a square foot.
9. The location, area, and dimensions, to the accuracy set forth in Item 8, above, of all property to be set aside for park or playground use or other public or private reservation, with a designation of the purpose thereof, and conditions, if any, of the dedication or reservation.
10. The final plat of a condominium subdivision shall contain, in addition to the other information required by this section:
  - (a) an "as-built" building location and boundary survey, to "American Land Title Association" or other similar standards, showing complete and accurate dimensions and angles of the boundary of the parcel(s) on which the condominium is located, together with exterior dimensions and locations relative to those boundaries of the building(s) which constitute the condominium subdivision;
  - (b) some sort of datum plane or other suitable vertical location reference. In meeting these requirements, it is only necessary that the upper and lower limits of each level of each condominium unit be identified specifically in relation to the vertical reference, (e.g., an appropriate permanent monument or other acceptable reference datum or fixed known point). Elaborate exterior elevations and architectural detail are not necessary to satisfy this requirement; and
  - (c) copies of deed covenants, the charter and by-laws of any homeowners' association established; and special information which the Planning Commission may require to protect the rights of future owners of the condominium or the public in general.
11. The name and address of the owner(s) of the land being subdivided.
12. The name and address of the subdivider if other than the owner.
13. The name and stamp of the land surveyor or other person preparing the plat.
14. The date of the plat, approximate true north point, scale, and title of the subdivision.
15. Sufficient data to determine readily the location, bearing, and length of all lines necessary to reproduce such lines upon the ground. This shall include the radius, central angle, and tangent distance for the center line of the curved public ways and curved property lines that are not the boundary of curved public ways. The location of all monuments and pins shall be indicated on the plat.



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16. The names of all public ways; and designation of all residential collector and community collector streets.
17. The zoning classification of all lots within the subdivision, as well as of all adjacent properties, as well as an indication of uses other than residential proposed by the subdivider.
18. The total acreage within the subdivision.
19. Lot numbers.
20. The line size and location of all existing and proposed water and sewer facilities.
21. The location of all fire hydrants.
22. The diameter and width of all driveway culverts.
23. The designation of any lot containing topographic slopes of fifteen (15) percent or greater (see Subsection 4-102.103).
24. For any lot where public sewer or water system is not available, the following shall be shown:
  - (a) areas to be used for sewage disposal; and
  - (b) water wells (existing and proposed).
25. Notation of required "as-built" plans for streets and associated stormwater drainage structures and improvements (see Subsection 2-105.1, 2) and all other required notations as subsequently cited, herein, in Subsection 5-104.2.
26. Applicable certifications in the form reproduced in this section shall appear upon the final plat. All required certificates shall bear the signature of the approving or authorizing agent at the time of application for final plat approval, except that the form for endorsement of the Planning Commission's approval for recording shall appear unsigned at the time of application for approval.
26. State Department of Environment and Conservation, public water and sewer design layout and approval stamps, if applicable; also, actual design plans for filing in appropriate governmental representative's office.
27. Commitment notes may be printed or stamped on the final plat reflecting location and dimension of easements, or extent of other agreements or factual data, in lieu of drafted illustration, when applicable, and as approved by the Planning Commission.
28. The minimum finish floor elevation (FFE). This elevation shall be 1 foot above the highest building envelope corner elevation as shown on the Grading and Drainage Plans.



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### **3.110 Site Plan Requirements (Deleted and Replaced by Ordinance 03-10, August 21, 2003) (Amended by Ordinance 06-28, July 20, 2006)**

The purpose of this provision is to prevent undesirable and inadequate site development. The White House Regional Planning Commission, except for one-two family dwellings and plans listed under Item C. Staff Approval of Site Plans, is required to review a project prior to issuance of a building permit. Design Review occurs in the context of the review of the site plan.

A preapplication conference with the Planning Director shall be required prior to any submittal for review. At the preconference meeting, applicants will be advised of the details of the Planning Commission review procedures. It is the responsibility of the applicant to become familiar with the regulations, policies, and procedures of the city. At the meeting, the applicant shall designate one (1) contact person to work with the Planning Department for the duration of the project.

#### **Item # A. Plan Design and Submittal Requirements:**

The annual Planning Commission schedule lists date of meetings, number of plans required, and submittal dates. Plans shall be prepared by surveyor, engineer, architect, or landscape architect, according to particular types of development proposal. Except that development types referenced under Item C. **(Amended by Ordinance 06-28, July 20, 2006)**

1. The name and address of the development.
2. The name and address of the owner and applicant.
3. The site plan shall be designed and sealed by a Tennessee Registered Engineer. The site plan shall include the name, address, and contact information of the Registered Engineer(s) sealing the Site Plan. **(Amended by Ord. 17-21, June 29, 2017).**
4. The actual shape, location, and dimensions of the lot (acreage and square footage).
5. Date, scale, north point and any revisions dates.
6. Location map drawn, which shall include streets, and corporate limit lines within a one-half (1/2) mile radius of the site.
7. Civil district, county map and parcel info, and lot number.
8. Existing zoning of the property and abutting property.
9. Names and addresses of the abutting property owners.
10. Notation about relation to current flood maps.
11. Notation about maximum building height.
12. The shape, location, and dimensions of all building, structures existing and proposed with uses of buildings and structures noted.
13. List of all building setbacks.



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14. List minimum parking requirements and parking provided.
15. Statement that plans meets all applicable handicap rules and regulations.
16. Existing and proposed topographical features at two (2) foot intervals with reference datum mean-sea-level. For areas proposed not to be disturbed, contours may be at larger intervals. Contours shall extend onto abutting properties to determine drainage patterns.
17. Location and dimensions of all right-of-ways, and streets.
18. Location, size, and availability of servicing utilities, including existing overhead utilities and fire department connections to sprinkler systems.
19. Existing and proposed means of surface drainage, (retention/detention ) with supporting drainage calculations prepared and stamped by an engineer. The surface drainage shall be designed and constructed in accordance with the City of White House Regulations.
20. Exterior building elevations for all primary and accessory buildings, including all building materials that are colored to illustrate their appearance.
21. Location and details about all signage and lighting proposed to be attached to building(s).
22. Location, type, size, and details of proposed freestanding signs, including monument, pole signs, and on-site directional signs.
23. Location of all vehicular and pedestrian access into and within site. Including, but not limited to, drives, streets, sidewalks, traffic calming, radius and widths, etc.
24. Location, design, and dimensions of all parking areas, loading zones, fire lanes, and landscape breaks.
25. Location and screening methods of dumpsters.
26. Location of all open space and proposed site amenities.
27. Location of all walls, fences with indication of their height and construction materials.
28. The lighting plan shall be designed by a lighting design professional and include the following information: (1) A grid photometric lighting plan showing pole locations and maintained horizontal luminance at grade shall be provided that shall extend until 0.0 foot-candle is maintained. (2) Detail drawings of poles and fixtures shall be provided. (3) The detail shall denote the color and height of each pole and fixtures.
29. Location of existing vegetation including all trees over four (4) inch in caliper and all trees over one (1) inch in caliper and six (6) feet in height in all public right-of-ways. Masses of existing trees shall indicate significant perimeter trees surveyed and average caliper size noted.
30. Location and types of all erosion control and tree protection methods.





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31. Landscape plan in compliance with Section 3.120, of Zoning Ordinance and the Commercial Design Standards, completed by a State of Tennessee licensed landscape architect, engineers, surveyors, and architects are permitted to complete the landscape plan for site developments as determined by state requirements.
32. Location of all environmentally or historically sensitive areas, including but not limited to, slopes exceeding fifteen (15) percent, streams, historic structures, wetlands, trees masses and strands, caves, rock outcrops, cemeteries, areas subject to flooding, etc.
33. Location of all finished floor elevations for all structures.
34. All twenty (20) percent slopes and floodplain areas shall be designated on plans.
35. Location and details of any on-site streetscape furnishings. Trashcans, benches, bikes racks, etc.
36. Location of all proposed outdoor merchandise and storage areas.
37. Location and methods for temporary construction entrances.
38. Provide detail sheet for items, including, but not limited to: headwalls, detention structures, pavement, curb, and sidewalk thickness, etc.

Item B. Expiration of Site Plan Approval **(Added by Ordinance 04-14, September 16, 2004)**

From the date a site plan has been approved, construction must begin within an eighteen (18) month period. If eighteen (18) months pass after the approval of a site plan and no construction has taken place, the site plan becomes null and void and a new site plan must be submitted to the White House Planning Commission for review and approval.

If a building or grading permit is issued and construction begins and becomes inactive for a period of one (1) year, then the site plan shall become null and void. The Planning Commission shall hear all requests for site plan approvals and extensions.

Item C. Staff Approval of Site Plans **(Added by Ordinance 06-28, July 20, 06)**

Minor site plans, meeting the requirements listed in item A, Item # A.

Plan Design and Submittal Requirements: shall be approved by City Engineer and/or Zoning Administrator. The following items are considered as minor site plans for staff approval.

1. Building additions not to exceed 10% of the existing size of building up to 2,500 square feet.
2. Parking lot expansion not to exceed 25% of existing parking area up to 20,000 square feet of parking area.
3. New accessory buildings or uses which do not change use or property and Do not exceed 1,000 square feet.
4. Minor exterior building renovations.



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5. Minor amendments to approved plans that would not alter or expand use of approval.
6. Any other associated items determined by staff to be minor.
7. New site developments not exceeding 5,000 sq ft of building and parking area and not required to provide grading plans, drainage calculations, or detention requirements due to property being within development or due to existing site conditions.

Applicants may appeal staff requirements to Planning Commission or to Board of Zoning Appeals when required in Article IX of this ordinance.

### **3.120 Landscaping and Screening Provisions (Amended by Deleting and Replacing by Ordinance No. 99-14, November 18, 1999)**

#### **3.120.1 Purposes and Intents**

The purposes and intents of this section are to preserve and promote the health, safety and general welfare of the public; to facilitate the creation of a convenient, attractive and harmonious community; to conserve natural resources including adequate air and water; to conserve properties and their values; to preserve the character of an area by preventing the harmful effects of prejudicial uses; and to encourage the appropriate use of land. More specifically, this section is intended to make incompatible uses compatible by requiring a screen or buffer between the uses in order to minimize the harmful impact of noise, dust and other debris, motor vehicle headlight glare or other artificial light intrusion, and other objectionable activities or impacts conducted on or created by an adjoining or nearby use. Additionally, this section is intended to require the landscaping of parking lots in order to reduce the harmful effects of wind and air turbulence, heat and noise, and the glare of motor vehicle lights; to preserve underground water reservoirs and to permit the return of precipitation to the ground water strata; to act as a natural drainage system and ameliorate storm water drainage problems; to reduce the level of carbon dioxide and return pure oxygen to the atmosphere; to prevent soil erosion; to provide shade; and to enhance the blighted appearance of parking lots.

#### **3.120.2 Emergency and/or Disastrous Situations**

In the event of emergencies and/or disastrous situations, which may include, but are not limited to, ice and rain storms, tornadoes, floods and similar natural disasters which cause excessive tree and landscape damage throughout the community, the Mayor may suspend these landscaping regulations.