

CITY OF WHITE HOUSE
Meeting of the
Municipal/Regional Planning Commission
Monday, January 13, 2020

Call to order: 7:00 p. m.

Pledge of Allegiance:

Roll call: Richard Berry, Martha Wilkinson, Bob Dorris, Chairman-Scott Wiggins, Clif Hutson

Members Absent: Jerry Summers, Paula Eller

Staff Members Present: Valerie Webb-City Attorney, Gerald Herman, City Administrator, Jason Reynolds-Engineer Consultant, Ceagus Clark-Planning and Codes Director

Approval of prior minutes dated: December 9, 2019. Motion was made to approve by Martha Wilkinson, seconded by Bob Dorris. Motion passed unanimously.

Changes/Additions to Agenda: No changes.

AGENDA

Item # 1 Concord Springs Subdivision-Phase 1Planning/Codes Staff:
Requests a one-year subdivision improvement bond extension.

Staff stated he recommends a one-year bond extension including a (6) six percent increase per the city's Subdivision Regulations.

Motion was made to approve by Bob Dorris, seconded by Clif Hutson.

Motion passed unanimously.

Item # 2 Briarwood Subdivision-Phase 2/Planning/Codes Staff:
Requests a one-year subdivision improvement bond extension.

Staff stated there currently is a cash bond on file in the amount of \$17,000. Staff stated per the City Public Services Director there are

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some remaining asphalt repairs. Staff recommends to hold the cash bond until these repairs are corrected and inspected. Staff stated that city staff has made developer aware of repairs. Staff recommends to extend the existing bond for one-year. City Administrator, Gerald Herman stated once the repairs are made the developer can request acceptance by the Board of Mayor and Aldermen.

Motion was made to approve by Clif Hutson with staff's recommendation, seconded by seconded by Richard Berry.

Motion passed unanimously.

Item # 3 **Josh Russell/DDI Engineering, Inc:** Requests Final Plat Approval for (3) three lots. Property is referenced as Sumner County Tax Map 077, Parcel 100.01. Property is zoned R-20, Low-Density Residential and is located at North Palmers Chapel Road.

Staff stated the request is for (3) three lots at the intersection of North Palmers Chapel Road and Meadows Road. Staff stated the request is for a re-subdivision of (1) one lot into (4) four lots. Staff stated lots 1-3 are .5 acres each. Staff stated the front portion is to be re-subdivided total of 1.5 acres within the city limits. Staff stated the owner is requesting a portion of lot 4 to be subdivided with a (50) fifty-foot access easement to create an access point to the acreage of the lot outside the city limits boundary. Staff stated due to the volume of traffic on North Palmers Chapel Road, he would request the property owner to create an access drive along the rear of the property to provide a safer ingress/egress onto the roadway for the homeowners. Staff stated that the driveway would service all (4) four lots. Commission asked if the driveway would have to meet city street standards. Staff stated it would be a private drive. Staff stated all four properties would use the private drive off of North Palmers Chapel Rd. Commission asked who would be responsible for maintaining the driveway. Staff stated that had not been discussed at this time, but he would recommend a maintenance agreement between all the property owners or a homeowner's agreement. Staff stated the reason to have one driveway to service all four properties is because North Palmers Chapel Road is a fairly busy road and is classified as a collector street per the city's Subdivision Regulations. Commission asked if lot 4 would be considered a flag lot. Staff stated yes. Staff and Commission discussed that a maintenance agreement would have to be recorded that stated that all property owners would have to share in the maintenance of the private driveway.

Staff stated that the city's requirement is that the first 10 ft. of a drive way has to be hard surfaced. Staff stated the property owner would have to meet the city's Public Services storm water and drainage requirements prior to city acceptance and recording of plat. City Engineer, Jason Reynolds stated that there are provisions for private driveways in the city's Subdivision Regulations. Mr. Reynolds discussed that on the plat it shows an easement and not a private drive way. Staff stated that the property owner stated that his intent was to sell the three lots on North Palmers Chapel and build a house on the remaining acreage in the back. Commission and Staff had discussion if the property owner develops the back acreage would the easement off of North Palmers Chapel become the main ingress/egress to the development. City Engineer, Jason Reynolds stated that the right-of-way requirement if it were a city street may require a 60 ft. right-of-way dedication depending on the number of houses built if it were developed. Staff stated the property in the rear is outside of the city and if developed would have to be requested to be annexed into the city. Staff stated that city staff has discussed having a stop sign installed at the intersection of North Palmers Chapel Rd. and into the private drive. Commission asked if the Future Land Use Plan shows a future connection through Meadows Road. Staff stated that would need to be reviewed. Staff and Commission discussed deferring this item until some questions are resolved. Staff stated he wouldn't recommend deferral due to Public Services would require storm water, drainage, and road requirements to be met prior to acceptance and recording of plat. Commission discussed the importance of having a maintenance agreement, or HOA document would need to state the maintenance of the private drive would need to be the responsibility of the homeowners not the city. Commission discussed that there are some questions regarding the access and the possible future development of the back of the properties. Valerie Webb, City Attorney asked if the access would need to be wider for the property owner to develop the back property. Staff stated that they did not know that at this time. Staff stated that he has been working with a third party, and not directly with the owner. Chairman Wiggins reviewed staff's recommendation of approval stipulations: 1. Obtain a sewer availability letter and approval of storm water drainage plans from City Public Services. 2. Planning Director will not sign plat until driveway access meets city specifications. City Attorney recommended that another stipulation would need to be added that states the property owner's responsibility of maintenance agreement of private driveway easement.

Motion was made to defer by Richard Berry, seconded by Bob Dorris.

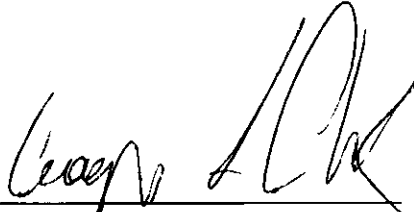
Motion passed unanimously.

Meeting adjourned at 7:24 p.m.

ATTEST:



Scott Wiggins, Chairman



Ceagus Clark, Planning Secretary