

**MINUTES OF THE  
WILLIAMSON COUNTY REGIONAL PLANNING COMMISSION  
MEETING OF APRIL 9, 2020**

**MEMBERS PRESENT**

Robin Baldree  
Steve Lane  
Beth Lothers  
Keith McCord  
Sammie McCoy  
Bryan Richter  
Rhonda Rose

**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  
Christina Collins, Planning Assistant

The Williamson County Regional Planning Commission met in regular session Thursday, April 9, 2020 at 5:30 p.m. via GoToMeeting, online video conferencing.

Planning Director Michael Matteson called the meeting to order. He noted that both the Planning Commission Chairman and Vice-Chairman were not present. He requested that the Planning Commission elect a Temporary Chairman.

Commissioner Baldree nominated Commissioner McCoy to serve as the Temporary Chairman. Commissioner Lothers seconded. Commissioner McCoy accepted the nomination and the motion passed by unanimous roll call vote.

Temporary Chairman McCoy 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 Lothers. The motion was seconded by Commissioner Lane, and passed by unanimous roll call vote.

**CONSIDERATION OF MARCH 2020 MINUTES:**

Chairman McCoy asked for a motion to consider the minutes of the March 12, 2020 Planning Commission meeting.

A motion to approve the March 12, 2020 Minutes was made by Commissioner Lothers. The motion was seconded by Commissioner Richter, and passed by unanimous roll call vote.

**ANNOUNCEMENTS:**

Mr. Horne announced the following:

1. ITEMS 19, 20, 22, and 27 have been withdrawn; and
2. Non-Agenda Item, Final Plat for Arrington Ridge, Section 1. A vote would need to be taken to consider the Item.

There being no further announcements a motion to hear the Non-Agenda Item, Arrington Ridge, Section 1 as Item 28 on the Agenda was made by Commissioner McCord. The motion was seconded by Commissioner Lothers, and passed by unanimous roll call vote.

**CONSENT AGENDA:**

Chairman McCoy asked if any of the Commissioners would like to consider an item for separate discussion from the Consent Agenda. Hearing no request for separate discussion, Mr. Horne read the following into the record:

3. **Blackberry Ridge** – Performance Bond for Roads, Drainage and Erosion Control - \$295,000.  
**Recommendation:** Extend in the current amount for a period of one (1) year.

4. **Clovercroft Preserve, Section 2** – Performance Bond for Wastewater Collection System - \$102,800.  
**Recommendation:** Extend in the current amount for a period of six (6) months.
5. **Falls Grove, Section 1** – Maintenance Bond for Roads, Drainage and Erosion Control - \$290,000.  
**Recommendation:** Extend in the current amount for a period of one (1) year.
6. **Falls Grove, Section 5** – Performance Bond for Wastewater Collection System - \$84,400.  
**Recommendation:** Extend in the current amount for a period of six (6) months
7. **Farms at Clovercroft, Section 3** – Performance Bond for Wastewater Collection System - \$116,000.  
**Recommendation:** Extend in the current amount for a period of six (6) months.
8. **McDaniel Farms, Section 2** – Performance Bond for Landscaping - \$4,125.  
**Recommendation:** Reduce to maintenance in the amount of \$1,500 for a period of six (6) months.
9. **The Grove, Section 8** – Performance Bond for Wastewater Collection System - \$20,200.  
**Recommendation:** Extend in the current amount for a period of six (6) months.
10. **The Grove, Section 9** – Performance Bond for Wastewater Collection System - \$166,200.  
**Recommendation:** Extend in the current amount for a period of six (6) months.
11. **The Grove, Section 11** – Performance Bond for Wastewater Collection System - \$186,500.  
**Recommendation:** Extend in the current amount for a period of six (6) months.
12. **Troubadour Amenity Center** – Performance Bond for Landscaping - \$5,100.  
**Recommendation:** Extend in the current amount for a period of one (1) year.
13. **Troubadour, Section 2** – Maintenance Bond for Roads, Drainage and Erosion Control - \$567,000.  
**Recommendation:** Extend in the current amount for a period of one (1) year.
14. **Troubadour, Section 3** – Maintenance Bond for Roads, Drainage and Erosion Control - \$350,000.  
**Recommendation:** Extend in the current amount for a period of one (1) year.
15. **Vineyard Valley, Section 1** – Performance Bond for Landscaping - \$18,150.  
**Recommendation:** Extend in the current amount for a period of six (6) months.

**FINAL PLATS:**

**ITEM 25**

**FINAL PLAT REVIEW FOR TROUBADOUR GOLF AND FIELD CLUB,  
SECTION 6, CONTAINING 39 LOTS ON 28.54 ACRES IN THE 5<sup>TH</sup> VOTING  
DISTRICT (1-2020-410)**

Staff recommended approval of the Final Plat with the following conditions:

1. Establishment of a performance bond for roads, drainage and erosion control in the amount of \$626,000;
2. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District in the amount of \$230,000;
3. Establishment of a performance bond for the wastewater collection system in the amount of \$40,500;
4. Execution of performance agreements for the above referenced sureties;
5. Revised HOA documents addressing the requirements of Section 17.12: Private Streets of the Zoning Ordinance must be submitted for review and approval by the County Attorney. The approved HOA documents must be recorded at the same time as the recording of the final plat;
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.

**ITEM 26**

**FINAL PLAT REVIEW FOR TROUBADOUR GOLF AND FIELD CLUB,  
SECTION 7, CONTAINING 39 LOTS ON 28.54 ACRES IN THE 5<sup>TH</sup> VOTING  
DISTRICT (1-2020-411)**

Staff recommended approval of the Final Plat with the following conditions:

1. Establishment of a performance bond for roads, drainage and erosion control in the amount of \$625,000;
2. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District in the amount of \$350,000;
3. Establishment of a performance bond for the wastewater collection system in the amount of \$47,250;
4. Execution of performance agreements for the above referenced sureties;
5. Revised HOA documents addressing the requirements of Section 17.12: Private Streets of the Zoning Ordinance must be submitted for review and approval by the County Attorney. The approved HOA documents must be recorded at the same time as the recording of the final plat;
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.

There being no comments, Commissioner Lothers made a motion to accept Staff's recommendation on the Consent Agenda. Commissioner Baldree seconded the motion, and the motion passed by majority roll call vote, with Commissioner McCord abstaining.

**OLD BUSINESS:**

**ITEM 16**

**NON-RESIDENTIAL SITE PLAN REVIEW FOR THE BRIGHTSTONE CAMPUS, ON 139.2 ACRES LOCATED OFF COLUMBIA PIKE IN THE 11<sup>TH</sup> VOTING DISTRICT (5-2020-002)**

Mr. Holmes reviewed the background (see Staff Report), and recommended approval with the following conditions:

1. Prior to issuance of a Zoning Certificate allowing the Change of Use for any of the existing residences or a building permit, whichever occurs first, 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 said treatment and disposal system was installed and is functioning;
  - b) As-built drawings showing the location of all treatment system components and a sealed certification letter from the design engineer indicating that said treatment 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 treatment system and is currently operating same; and
  - d) The posting of a Performance Bond in the amount of \$214,300 for said treatment and disposal system as specified by the County's wastewater consultant.
2. Submission of a revised Site Plan showing the location of all components of the existing septic systems and areas for the four (4) residences located on the properties, and all notes relating to the abandonment of the systems affixed to the revised Site Plan;
3. Establishment of a Performance Bond for Landscaping Improvements in the amount of \$145,750;
4. Execution of performance agreements for the above referenced sureties;
5. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
6. All signage must be approved per Ordinance requirements.

There being no comments, Commissioner Lothers made a motion to accept Staff's recommendation. Commissioner Lane seconded the motion, which passed by unanimous roll call vote.

**ITEM 17**

**CONCEPT PLAN REVIEW FOR HARPERS HOLLOW SUBDIVISION, CONTAINING 33 LOTS ON 70.82 ACRES LOCATED OFF OF ARNO ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2020-200)**

Mr. Holmes reviewed the background (see Staff Report), and recommended approval of this Concept Plan, along with the requests for a 40-foot right-of-way width and a design speed of twenty-five (25) MPH within the subdivision, 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 \$69,000 for the expanded disposal system as specified by the County's wastewater consultant;
  - e) The posting of a Performance Bond in the amount of \$26,000 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. Establishment of a performance bond for roads, drainage and erosion control;
4. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
5. Establishment of a performance bond for the wastewater collection system;
6. Submission of landscaping plans and establishment of a performance bond for landscaping;
7. Execution of Performance Agreements for the above referenced sureties;
8. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and

9. 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.

Mr. Holmes announced that Richard Houze, the design engineer of SEC, is available in the electronic meeting if there are any questions.

Chairman McCoy asked if there was any discussion.

Commissioner Baldree asked about updates regarding road construction for McDaniel and Arno Roads, such as right and left turn lanes onto Meeks Road.

Mr. Matteson responded that the McDaniel Estates subdivision is required to make construction improvements to the intersection prior to approval of the 87<sup>th</sup> Lot of the McDaniel Subdivision. The improvements will include the addition of a turn lane and widening of shoulders.

Commissioner Baldree asked if there will be a right turn lane off Arno onto Meeks Road and left hand turn lane off Arno onto Meeks Road.

Mr. Heflin responded that turn lanes will be constructed with the McDaniel Estates improvements.

Commissioner Baldree voiced concern that this development will increase traffic without a designated traffic light or implementation of turn lanes.

Commissioner Lothers asked Floyd Heflin how many lots must be in a subdivision to require turn lanes.

Mr. Heflin stated this subdivision is under the number of units and lots required was subject to the traffic shed analysis, by under the number requiring an access analysis.

Commissioner Lothers noted that the Planning Commission has to look at what is currently required. These smaller lots, when accumulated, will make an impact that should be looked at in the future.

Commissioner McCord asked how developments share improvements equitably.

Mr. Matteson responded that improvements are determined by the size of the development, and the impact on the roadway network.

Commissioner Lothers inquired as to the removal of two structures and an additional structure being saved as noted on the Plat.

David Taylor representing the developer, stated that one of the structures to be removed is an existing residence along Meeks Road, the other structure is a barn near Arno Road. There is a residence along Arno Road that is being saved and incorporated into the development.

There being no further comments, Commissioner Rose made a motion to accept Staff's recommendation. Commissioner Richter seconded the motion, which passed by a majority roll call vote of six to one, with Commissioner Baldree voting against the motion.

### **ITEM 18**

### **LIBERTY I-840, LOTS 1 & 2, LARGE LOT EASEMENT SUBDIVISION, ON 12.99 ACRES LOCATED OFF LIBERTY ROAD IN THE 1<sup>ST</sup> VOTING DISTRICT (1-2020-404)**

Mr. Sweet reviewed the background (see Staff Report), and recommended approval.

There being no comments, Commissioner Richter made a motion to accept Staff's recommendation. Commissioner Lothers seconded the motion, which passed by unanimous roll call vote.

**PUBLIC HEARING:**

**ITEM 19**

**REVISED CONCEPT PLAN REVIEW FOR THE GROVE, CONTAINING 820 LOTS ON 1,228.6 ACRES LOCATED OFF OF WILDINGS BOULEVARD IN THE 2<sup>ND</sup> VOTING DISTRICT (1-2020-201)**

This Item was withdrawn.

**CONCEPT PLAN:**

**ITEM 20**

**CONCEPT PLAN REVIEW FOR THE DOUG YORK PROPERTY, CONTAINING 3 LOTS ON 10.35 ACRES LOCATED OFF OF MURFREESBORO ROAD IN THE 4<sup>TH</sup> VOTING DISTRICT (1-2020-202)**

This Item was withdrawn.

**PRELIMINARY PLAT:**

**ITEM 21**

**PRELIMINARY PLAT REVIEW FOR ARRINGTON RIDGE, PHASE 2 CONTAINING 43 LOTS ON 42.95 ACRES LOCATED OFF OF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2020-303)**

Mr. Holmes reviewed the background (see Staff Report), and recommended approval of the Preliminary Plat. In conjunction with Final Plat consideration, the following items must be addressed:

1. 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 recorded concurrent with the recording of the Final Plat;
2. Establishment of a performance bond for roads, drainage and erosion control;
3. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
4. Establishment of a performance bond for the wastewater collection system;
5. Submission of landscaping plans and establishment of a performance bond for landscaping;
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.

There being no comments, Commissioner Lothers made a motion to accept Staff's recommendation. Commissioner Richter seconded the motion, which passed by unanimous roll call vote.

**ITEM 22**

**PRELIMINARY PLAT REVIEW FOR THE GROVE, PHASE 10, CONTAINING 55 LOTS ON 49.64 ACRES LOCATED OFF OF WILDINGS BOULEVARD IN THE 2<sup>ND</sup> VOTING DISTRICT (1-2020-304)**

This Item was withdrawn.

**FINAL PLATS:**

**ITEM 23**

**FINAL PLAT REVIEW FOR THE SANCTUARY SUBDIVISION, LARGE LOT EASEMENT, CONTAINING 5 LOTS ON 91.63 ACRES LOCATED OFF GREEN CHAPEL ROAD IN THE 1<sup>ST</sup> VOTING DISTRICT (1-2020-408)**

Mr. Sweet reviewed the background (see Staff Report), and Staff recommended approval of the Final Plat subject to the following:

1. A Notice of Coverage issued by TDEC will be required prior to the signing of the plat;
2. A Land Disturbance Permit must be obtained for the overall development; and
3. Driveway and drainage infrastructure must be complete, consistent with Zoning Ordinance requirements, prior to issuance of building permits.

There being no comments, Commissioner Rose made a motion to accept Staff's recommendation. Commissioner Baldree seconded the motion, which passed by unanimous roll call vote.

**ITEM 24**

**REVISED FINAL PLAT REVIEW FOR TROUBADOUR GOLF AND FIELD CLUB, SECTION 1, CONTAINING 7 LOTS ON 553.07 ACRES LOCATED OFF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2020-409)**

Mr. Holmes reviewed the background (see Staff Report), and Staff recommended approval of the Revised Final Plat with the following conditions:

1. The signatures of all lot owners within this Section shall be required prior to signature and recording of the Final Plat;
2. Prior to issuance of a Land Disturbance Permit for the irrigation pond, the applicant shall provide a No Impact Statement certifying no increase in off-site flood elevations;
3. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
4. 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 Lothers asked about the floodway area on page 2, Lot 7 not being denoted on the Plat.



Aaron Holmes noted that this is an unbuildable Lot located within open space that will be owned by the Homeowners Association.

There being no further comments, Commissioner Lothers made a motion to accept Staff's recommendation with the clarification that future 7.25 acres is open space is reflected on page 2 as being in the floodplain. Commissioner Richter seconded the motion, which passed by unanimous roll call vote.

**ITEM 25**

**FINAL PLAT REVIEW FOR TROUBADOUR GOLF AND FIELD CLUB SECTION 6, CONTAINING 18 LOTS ON 15.71 ACRES LOCATED OFF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2020-410)**

This Item was on the Consent Agenda.

**ITEM 26**

**FINAL PLAT REVIEW FOR TROUBADOUR GOLF AND FIELD CLUB, SECTION 7, CONTAINING 21 LOTS ON 12.83 ACRES LOCATED OFF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2020-411)**

This Item was on the Consent Agenda.

**OTHER BUSINESS:**

**ITEM 27**

**ESTABLISHMENT OF A PERFORMANCE BOND FOR LANDSCAPING IMPROVEMENTS FOR SOUTHALL HAMLET AREA, ON 19.56 ACRES LOCATED OFF CARTERS CREEK PIKE IN THE 9<sup>TH</sup> VOTING DISTRICT (5-2020-003)**

This Item was withdrawn.

**ITEM 28**

**NON-AGENDA ITEM**

**FINAL PLAT REVIEW FOR ARRINGTON RIDGE SUBDIVISION, SECTION 1 (RE-APPROVAL) CONTAINING 33 LOTS ON 93.12 ACRES LOCATED OFF OF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2020-402)**

Mr. Holmes reviewed the background (see Staff Report), and Staff recommended re-approval of the Final Plat with the following conditions:

1. Prior to Final Plat submittal, 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 said treatment and disposal system was installed and is functioning;
  - b) As-built drawings showing the location of all treatment system components and a sealed certification letter from the design engineer indicating that said treatment 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 treatment system and is currently operating same;
  - d) The posting of a Performance Bond in the amount of \$120,000 for said treatment and disposal system as specified by the County's wastewater consultant; and
  - e) The posting of a Performance Bond in the amount of \$50,600 for landscaping improvements.

2. The approved HOA documents must be recorded concurrently with the recording of the Final Plat;
3. Establishment of a Performance Bond for roads, drainage and erosion control in the amount of \$383,000. This is a reduced amount based on work completed;
4. Establishment of a Performance Bond for water improvements in favor of Milcrofton Utility District in the amount of \$192,000;
5. Establishment of a Performance Bond for the wastewater collection system in the amount of \$144,000;
6. Establishment of a Performance Bond for Landscaping in the amount of \$82,500;
7. Execution of Performance Agreements for the above referenced sureties;
8. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
9. 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 Rose inquired as to potential additional Sections after the development of future Section 3.

Richard Houze, of SEC, the design engineer, clarified that the development only includes the three Sections. Section 3 is located south of Interstate 840 and was approved on the Concept Plan.

There being no further comments, Commissioner Lothers made a motion to accept Staff's recommendation. Commissioner Lane seconded the motion, which passed by unanimous roll call vote.

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There being no further business, the meeting was adjourned at approximately 6:32 p.m.

**APPROVED BY A MAJORITY VOTE BY THE WILLIAMSON COUNTY  
REGIONAL PLANNING COMMISSION ON MAY 14, 2020.**

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CHAIRMAN JOHN LACKEY