

MINUTES OF THE  
WILLIAMSON COUNTY REGIONAL PLANNING COMMISSION  
MEETING OF MARCH 11, 2021

MEMBERS PRESENT

John Lackey  
Don Crohan  
Sharon Hatcher  
Beth Lothers  
Jessica Lucyshyn  
Keith McCord  
Sammie McCoy  
Rhonda Rose  
Eddie Sanders

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, March 11, 2021 at 5:30 p.m. via GoToMeeting, online video conferencing.

Chairman Lackey called the meeting to order and asked Mike Matteson to call the roll, who confirmed that a quorum was present. Commissioners Baldree, Lane and Richter were not in attendance.

Chairman Lackey requested 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 Crohan. The motion was seconded by Commissioner Lothers, and passed by unanimous roll call vote.

Chairman Lackey asked if Staff had announcements.

Mr. Horne noted that there were no announcements.

**CONSIDERATION OF FEBRUARY 11, 2021 MINUTES:**

Chairman Lackey asked for a motion to consider the minutes of the February 11, 2021 Planning Commission meeting.

A motion to approve the February 11, 2021 minutes was made by Commissioner Crohan. The motion was seconded by Commissioner Sanders, and passed by unanimous roll call vote.

**CONSENT AGENDA:**

Commissioner McCord asked to be recused from participating in the deliberations of the Consent Agenda.

Chairman Lackey asked if any of the Commissioners would like to consider an Item for separate discussion from the Consent Agenda. Hearing none, Mr. Horne read the following Consent Agenda Items into the record:

3. **Arrington Retreat, Section 5** – Maintenance Bond for Roads, Drainage and Erosion Control - \$290,000  
**Recommendation:** Extend in the current amount for one (1) year.
4. **Burning Tree Farms, Section 2** – Performance Bond for Landscaping - \$16,610  
**Recommendation:** Extend in the current amount for six (6) months and require the installation to be completed or the bond could be called.

5. **Clovercroft Preserve, Section 1** – Maintenance Bond for Roads, Drainage and Erosion Control – \$300,000  
**Recommendation:** Extend in the current amount for one (1) year. Staff will make a final review to determine if the bond can be released prior to the one (1) year time frame.
6. **Conduit Church** – Performance Bond for Landscaping - \$39,000  
**Recommendation:** Extend in the current amount and reviewed at the June 2021 meeting.
7. **Falls Grove, Section 4** – Maintenance Bond for Roads, Drainage and Erosion Control - \$295,000  
**Recommendation:** Extend in the current amount for one (1) year.
8. **Hardeman Springs WW System Area** – Performance Bond for Landscaping - \$63,850  
**Recommendation:** Reduce to maintenance in the amount of \$19,200 for six (6) months.
9. **Hardeman Springs, Section 1** – Maintenance Bond for Landscaping – \$25,245  
**Recommendation:** Release the bond.
10. **Southall Rural Retreat** – Performance Bond for Landscaping - \$77,500  
**Recommendation:** Extend in the current amount for one (1) year.
11. **Southall Rural Retreat WW Area** – Performance Bond for Landscaping - \$29,645  
**Recommendation:** Extend in the current amount for one (1) year.
12. **Swanson Ridge, Section 1** – Performance Bond for Landscaping - \$60,000  
**Recommendation:** Extend in the current amount for six (6) months and require the landscaping be completed or the bond could be called.
13. **The Grove, Section 9** – Maintenance Bond for Roads, Drainage and Erosion Control - \$251,000  
**Recommendation:** Extend in the current amount for one (1) year.
14. **Weatherford Estates** – Performance Bond for Roads, Drainage and Erosion Control - \$200,000  
**Recommendation:** Extend in the current amount for one (1) year.

**FINAL PLATS:**

**ITEM 19**

**FINAL PLAT REVIEW FOR ARRINGTON RIDGE, SECTION 2, CONTAINING 43 LOTS ON 50.59 ACRES LOCATED OFF COX ROAD (1-2021-403)**

The Plat is in order, and Staff recommends approval of the Final Plat with the following conditions:

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

1. The approved HOA documents must be recorded concurrently with the recording of the Final Plat;

2. Addition of a note to the Final Plat stating the following: "The six (6') foot privacy fence located along the mutual property line of the properties referenced by Tax Map 114, Parcels 10.01 and 10.03 is to be maintained in perpetuity.";
3. Establishment of a Performance Bond for roads, drainage and erosion control in the amount of \$767,000;
4. Establishment of a Performance Bond for water improvements in favor of Milcrofton Utility District in the amount of \$317,130;
5. Establishment of a Performance Bond for the wastewater collection system in the amount of \$120,000;
6. Establishment of a Performance Bond for Landscaping and Fencing in the amount of \$95,400;
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 noted that Item 19, Section 2 was incorrect on the Consent Agenda located in the Commissioners' packets. He read the correction into the record and the correction is reflected in the Minutes.

There being no further comments, Commissioner Rose made a motion to accept Staff's recommendation on the Consent Agenda. Commissioner Crohan seconded the motion, and the motion passed by unanimous roll call vote.

**OLD BUSINESS:**

**ITEM 15**

**CONCEPT PLAN REVIEW FOR AMBROSIA ESTATES, CONTAINING 11 LOTS ON 22.8 ACRES LOCATED OFF NOLENSVILLE ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2021-201)**

Mr. Holmes reviewed the background (see Staff Report), and noted that the applicant requested action on this Item be deferred until the May 2021 meeting. Staff concurred with this request.

There being no comments, Commissioner Lothers made a motion to accept Staff's recommendation on Item 15. Commissioner McCoy seconded the motion, and the motion passed by unanimous roll call vote.

**PRELIMINARY PLAT:**

**ITEM 16**

**REVISED PRELIMINARY PLAT REVIEW FOR PINE CREEK, PHASE 1, CONTAINING 49 LOTS ON 70.87 ACRES LOCATED OFF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2021-303)**

Mr. Holmes reviewed the background (see Staff Report), and Staff recommended approval of the Preliminary Plat with the following conditions, which shall be addressed in conjunction with Final Plat consideration:

1. Prior to Final Plat submittal for the first Section of the proposed subdivision, a Zoning Certificate must be obtained for the completed 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 \$186,900 for said system as specified by the County's wastewater consultant;
  - e. The posting of a Performance Bond in the amount of \$70,150 for landscaping improvements; and
  - f. Execution of Performance Agreements for the above referenced sureties as they relate to the Nontraditional Wastewater Treatment and Disposal System.
2. Prior to submittal of a Final Plat turn lane improvements on Cox Road must be completed in accordance with the approved plans, which includes both the right and left turn lanes at the site's entrance;
3. 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;
4. Establishment of a performance bond for roads, drainage and erosion control;
5. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
6. Establishment of a performance bond for the wastewater collection system;
7. Submission of landscaping plans and establishment of a performance bond for landscaping;
8. Execution of Performance Agreements for the above referenced sureties;
9. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
10. 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 Crohan made a motion to accept Staff's recommendation on Item 16. Commissioner Hatcher seconded the motion, and the motion passed by unanimous roll call vote.

**ITEM 17**

**PRELIMINARY PLAT REVIEW FOR PINE CREEK, PHASE 2, CONTAINING 50 LOTS ON 37.78 ACRES LOCATED OFF COX ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2021-304)**

Mr. Holmes reviewed the background (see Staff Report), and Staff recommended approval of the Preliminary Plat with the following conditions, which shall be addressed in conjunction with Final Plat consideration:

1. Prior to Final Plat submittal for the first Section of the proposed subdivision, a Zoning Certificate must be obtained for the completed 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 \$186,900 for said system as specified by the County's wastewater consultant;
  - e. The posting of a Performance Bond in the amount of \$70,150 for landscaping improvements; and
  - f. Execution of Performance Agreements for the above referenced sureties as they relate to the Nontraditional Wastewater Treatment and Disposal System.
2. Prior to submittal of a Final Plat turn lane improvements on Cox Road must be completed in accordance with the approved plans, which includes both the right and left turn lanes at the site's entrance;
3. 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;
4. Establishment of a performance bond for roads, drainage and erosion control;
5. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
6. Establishment of a performance bond for the wastewater collection system;
7. Submission of landscaping plans and establishment of a performance bond for landscaping;
8. Execution of Performance Agreements for the above referenced sureties.

9. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
10. 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 Crohan made a motion to accept Staff's recommendation on Item 17. Commissioner Rose seconded the motion, and the motion passed by unanimous roll call vote.

### **ITEM 18**

#### **PRELIMINARY PLAT REVIEW FOR HIGH PARK HILL, PHASE 1, CONTAINING 39 LOTS ON 37.04 ACRES LOCATED OFF MURFREESBORO ROAD IN THE 5<sup>TH</sup> VOTING DISTRICT (1-2021-305)**

Mr. Holmes reviewed the background (see Staff Report), and Staff recommended approval of the Preliminary Plat with the following conditions, which shall be addressed in conjunction with Final Plat consideration:

1. Prior to Final Plat submittal for the first Section of the proposed subdivision, a Zoning Certificate must be obtained for the expanded portion of the King's Chapel wastewater treatment and disposal system, which is to serve this development. Prior to issuance of the Zoning Certificate, the applicant shall provide the following:
  - a. A letter from TDEC indicating said 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 systems were 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 for the expansion of the existing disposal and treatment system in the amount of \$381,600;
  - e. Posting of a Performance Bond for landscaping improvements in the amount of \$12,400; and
  - f. Execution of Performance Agreements for the above referenced sureties as they relate to the expanded portion of the King's Chapel wastewater treatment and disposal system.
2. No more than thirty-nine (39) lots may receive Final Plat approval per year, beginning on the date of Concept Plan approval. This number may be adjusted based on changes to TDOT's projected completion schedule for the widening of Highway 96;
3. 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;

4. Prior to submittal of the first Final Plat, all off-site roadway improvements shall be completed to the satisfaction of TDOT;
5. If a security gate is to be installed, a permit will need to be obtained prior to its installation, and all requirements for such gates as outlined in Section 17.11 of the Zoning Ordinance will need to be met;
6. Establishment of a performance bond for roads, drainage and erosion control;
7. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
8. Establishment of a performance bond for the wastewater collection system;
9. Submission of landscaping plans and establishment of a performance bond for landscaping;
10. Execution of Performance Agreements for the above referenced sureties;
11. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements;
12. 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 asked Staff to define, “\* pad certification required”, as noted on the Site Plan.

Mr. Heflin explained that lots marked, “\* pad certification required”, are assigned this designation to show grading that is to be protected by the builder. Geotechnical letters are required on these lots to show that the lots are suitable for a house pad.

Commissioner Lucyshyn noted that the performance bond for landscaping improvements appears to be less than what has been seen on comparable Preliminary Plats.

Mr. Holmes explained that this Performance Bond is less as it is for an expansion of an existing wastewater treatment and disposal system that is located on the King’s Chapel property. This bond covers the expansion.

Commissioner Lucyshyn inquired to landscaping being applied to this section.

Mr. Holmes noted that landscaping requirements would be applied in the form of a bond and Landscaping Plan would be submitted with the submission of the Final Plat.

Commissioner Lothers noted that the roads were private and inquired to the intention of the developer to have the development gated.

Mr. Holmes announced that Matt Bryant, the consultant for the developer, was on the electronic meeting.

Mr. Bryant with M2 Group, consultant for the developer, noted that the developer is undecided at this time whether to have a gate or not, but that location was being shown on the plat in the event he decided to install a gate.

There being no further comments, Commissioner McCoy made a motion to accept Staff's recommendation on Item 18. Commissioner Rose seconded the motion, and the motion passed by unanimous roll call vote.

**FINAL PLAT:**

**ITEM 19**

**FINAL PLAT REVIEW FOR ARRINGTON RIDGE, SECTION 2,  
CONTAINING 43 LOTS ON 50.59 ACRES LOCATED OFF COX ROAD IN  
THE 5<sup>TH</sup> VOTING DISTRICT (1-2021-403)**

On the Consent Agenda.

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There being no further business, the meeting was adjourned at approximately 5:57 p.m.

**APPROVED BY A MAJORITY VOTE BY THE WILLIAMSON COUNTY  
REGIONAL PLANNING COMMISSION ON APRIL 8, 2021.**

\_\_\_\_\_ CHAIRMAN JOHN LACKEY