

**MINUTES OF THE
WILLIAMSON COUNTY REGIONAL PLANNING COMMISSION
MEETING OF April 8, 2021**

MEMBERS PRESENT

John Lackey
Don Crohan
Sharon Hatcher
Steve Lane
Beth Lothers
Jessica Lucyshyn
Keith McCord
Sammie McCoy
Bryan Richter
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
Dr. Geovanna Torres, Planner
Christina Collins, Planning Assistant

The Williamson County Regional Planning Commission met in regular session Thursday, April 8, 2021 at 5:30 p.m. via GoToMeeting, online video conferencing.

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 Lothers. The motion was seconded by Commissioner Richter, and passed by unanimous roll call vote.

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

Chairman Lackey asked if Staff had announcements.

Mr. Matteson announced the following:

1. A copy of the revised Subdivision Regulations were included in the packet to review for the May meeting;
2. Update regarding communication with municipalities and working towards a regional growth management plan;
3. If the current Executive Order made by Governor Lee is not extended, April will be the last virtual meeting; and
4. There is a request for two Non-Agenda Items, to consider Re-Approval of two final plats.

Chairman Lackey asked for a motion to hear the Non-Agenda Items as Items 34 and 35 on the Agenda.

A motion to hear the Non-Agenda Items as Items 34 and 35 on the Agenda was made by Commissioner McCoy. The motion was seconded by Commissioner Richter, and passed by unanimous roll call vote.

CONSIDERATION OF MARCH 11, 2021 MINUTES:

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

A motion to approve the March 11, 2021 minutes was made by Commissioner Lothers. The motion was seconded by Commissioner McCoy, and passed by unanimous roll call vote.

CONSENT AGENDA:

Commissioner McCord advised that he was recusing himself 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. Matteson read the following Consent Agenda Items into the record:

3. **Arrington Ridge, Section 1** – Maintenance Bond for Water (Milcrofton) - \$28,500
Recommendation: Defer to the May 2021 meeting.
4. **Arrington Ridge, Section 1** – Performance Bond for Landscaping - \$50,600
Recommendation: Extend in the current amount for six (6) months.
5. **Arrington Ridge, Section 1** – Performance Bond for Wastewater Collection System – \$144,000
Recommendation: Extend in the current amount for one (1) year.
6. **Arrington Ridge, Section 1** – Performance Bond for Roads, Drainage and Erosion Control - \$383,000
Recommendation: Extend in the current amount for one (1) year.
7. **Blackberry Ridge** – Performance Bond for Roads, Drainage and Erosion Control - \$295,000
Recommendation: Extend in the current amount for one (1) year.
8. **Burning Tree Farms, Section 2** – Performance Bond for Landscaping - \$16,610
Recommendation: Reduce to maintenance in the amount of \$5,000 for six (6) months.
9. **Daventry Wastewater Area** – Performance Bond for Landscaping – \$40,920
Recommendation: Extend in the current amount for one (1) year or the bond could be called.
10. **Daventry, Section 1** – Performance Bond for Landscaping - \$81,510
Recommendation: Extend in the current amount for six (6) months or the bond could be called.
11. **Enclave at Dove Lake, Section 1** – Maintenance Bond for Landscaping - \$25,080
Recommendation: Release the bond.
12. **Falls Grove, Section 6** – Performance Bond for Water (Milcrofton) - \$57,600
Recommendation: Defer to the May 2021 meeting.
13. **Falls Grove, Section 6** – Performance Bond for Wastewater Collection System - \$179,600
Recommendation: Extend in the current amount for one (1) year.
14. **Falls Grove, Section 6** – Performance Bond for Roads, Drainage and Erosion Control - \$480,000
Recommendation: Extend in the current amount for one (1) year.

15. **Hardeman Springs, Section 2** – Performance Bond for Landscaping - \$52,100
Recommendation: Reduce to maintenance in the amount of \$15,700 for six (6) months.
16. **Hillsboro Cove** – Maintenance Bond for Roads, Drainage and Erosion Control - \$160,000
Recommendation: Extend in the current amount for one (1) year.
17. **The Mill at Bond Springs, Section 1** – Performance Bond for Water (HB&TS) - \$57,600
Recommendation: Release the bond.
18. **The Mill at Bond Springs, Section 1** – Performance Bond for Roads, Drainage and Erosion Control - \$300,000
Recommendation: Extend in the current amount for one (1) year.
19. **The Mill at Bond Springs, Section 1** – Performance Bond for Landscaping - \$48,200
Recommendation: Reduce to maintenance in the amount of \$14,500 for six (6) months.
20. **Tri-Star Market Triune** – Maintenance Bond for Landscaping - \$7,000
Recommendation: Release the bond.
21. **Troubadour Amenity Center** – Performance Bond for Landscaping - \$5,100
Recommendation: Extend in the current amount for one (1) year.
22. **Troubadour, Section 2** – Maintenance Bond for Roads, Drainage and Erosion Control - \$567,000
Recommendation: Extend in the current amount for one (1) year.
23. **Troubadour, Section 3** – Maintenance Bond for Roads, Drainage and Erosion Control - \$350,000
Recommendation: Extend in the current amount for one (1) year.
24. **Vineyard Valley, Section 1** – Maintenance Bond for Landscaping - \$18,150
Recommendation: Reduce to maintenance in the amount of \$5,500 for six (6) months.

FINAL PLATS:

ITEM 31

FINAL PLAT REVIEW FOR ENCLAVE AT DOVE LAKE, SECTION 2, CONTAINING 70 LOTS ON 40.85 ACRES LOCATED OFF NOLENSVILLE ROAD IN THE 5TH VOTING DISTRICT (1-2021-404)

The Plat is in order, and Staff recommends 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 \$1,100,000;
2. Establishment of a performance bond for the wastewater collection system in the amount of \$167,000;
3. Establishment of a performance bond for water improvements in favor of Nolensville/College Grove Utility District in the amount of \$400,000;

4. Submission of landscaping plans and establishment of a performance bond for landscaping in the amount of \$7,620;
5. The approved HOA documents must be recorded concurrently with the recording of the Final Plat;
6. Execution of performance agreements for the above referenced sureties;
7. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
8. 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 32

FINAL PLAT REVIEW FOR MCDANIEL ESTATES, SECTION 4, CONTAINING 48 LOTS ON 23.815 ACRES LOCATED OFF MCDANIEL ROAD IN THE 11TH VOTING DISTRICT (1-2021-405)

The Plat is in order, and Staff recommends 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 \$693,000;
2. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District in the amount of \$167,876;
3. Establishment of a maintenance bond for water improvements in favor of Milcrofton Utility District in the amount of \$25,181.40;
4. Establishment of a performance bond for the wastewater collection system in the amount of \$202,800;
5. Establishment of a performance bond for landscaping improvements in the amount of \$17,325;
6. Execution of performance agreements for the above referenced sureties;
7. The approved HOA documents must be recorded concurrently with the recording of the Final Plat;
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.

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

PUBLIC HEARING:

ITEM 25

AMENDMENT TO ARTICLES 2, 19 AND 23 OF THE WILLIAMSON COUNTY ZONING ORDINANCE INCORPORATING CHANGES TO THE STATE OF TENNESSEE MODEL FLOODPLAIN ORDINANCE REQUESTED BY THE TENNESSEE EMERGENCY MANAGEMENT AGENCY (TEMA) AND THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) RELATED TO FLOODPLAIN VARIANCE PROCEDURES AND OTHER AMENDMENTS AS REQUIRED FOR CONTINUED PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM (NFIP) (6-2021-601)

Mr. Heflin reviewed the background (see Staff Report), and Staff recommended approval of the proposed amendment, and recommended forwarding the resolution to the County Commission for adoption.

Mr. Matteson announced that no speakers were signed up for the Public Hearing.

Chairman Lackey asked if there were questions of Staff.

Commissioner Crohan requested clarification of the term exceptional hardship.

Attorney Ransom stated that she will be holding a training session for officials and noted that FEMA has prepared guidance documents that explains determination for exceptional hardship.

There being no further comments, Commissioner Crohan made a motion to accept Staff's recommendation on Item 25. Commissioner Richter seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 26

AMENDMENT TO ARTICLE 21 OF THE WILLIAMSON COUNTY ZONING ORDINANCE ALLOWING THE BOARD OF ZONING APPEALS (BZA) TO APPROVE A CHANGE OF USE FROM A NONCONFORMING INDUSTRIAL USE TO A COMMERCIAL USE THAT IS LISTED AS A PERMITTED USE IN THE HAMLET (H) ZONING DISTRICT (6-2021-602)

Mr. Matteson reviewed the background (see Staff Report), and Staff recommended approval of the proposed Text Amendment and the attached Resolution be forwarded to the County Commission for adoption.

Mr. Matteson announced that no speakers were signed up for the Public Hearing.

Chairman Lackey asked if there were questions of Staff. Hearing none, he asked for a motion.

There being no comments, Commissioner Crohan made a motion to accept Staff's recommendation on Item 26. Commissioner Lothers seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 27

AMENDMENT TO ARTICLE 10 OF THE WILLIAMSON COUNTY ZONING ORDINANCE ADDRESSING BUILDING SETBACK REQUIREMENTS IN THE NEIGHBORHOOD CONSERVATION (NC) ZONING DISTRICT (6-2021-603)

Mr. Matteson reviewed the background (see Staff Report), and Staff recommended approval of the proposed Text Amendment and the attached Resolution be forwarded to the County Commission for adoption.

Mr. Matteson announced that no speakers were signed up for the Public Hearing.

Chairman Lackey asked if there were questions of Staff. Hearing none, he asked for a motion.

There being no comments, Commissioner Crohan made a motion to accept Staff's recommendation on Item 27. Commissioner Richter seconded the motion, and the motion passed by unanimous roll call vote.

PRELIMINARY PLAT:

ITEM 28

PRELIMINARY PLAT REVIEW FOR THE GROVE, PHASE 12, CONTAINING 57 LOTS ON 56.02 ACRES LOCATED OFF ARNO ROAD IN THE 2ND VOTING DISTRICT (1-2021-306)

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. Establishment of a Performance Bond for roads, drainage and erosion control;
2. Establishment of a Performance Bond for water improvements in favor of Milcrofton Utility District;
3. Establishment of a Performance Bond for the wastewater collection system as applicable;
4. Submission of landscaping plans and establishment of a Performance Bond for landscaping;
5. Execution of Performance Agreements for the above referenced sureties;
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.

Commissioner Rose asked if there will be additional phases or sections to this development.

Mr. Holmes noted that Staff is aware of three (3) additional phases or sections to be added to this development.

There being no further comments, Commissioner McCoy made a motion to accept Staff's recommendation on Item 28. Commissioner Rose seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 29

**PRELIMINARY PLAT REVIEW FOR BONTERRA SUBDIVISION,
CONTAINING 37 LOTS ON 97.64 ACRES LOCATED OFF MEEKS ROAD IN
THE 5TH VOTING DISTRICT (1-2021-307)**

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 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 \$112,500 for the Nontraditional Wastewater Treatment and Disposal System as specified by the County's wastewater consultant;
 - e. The posting of a Performance Bond in the amount of \$77,500 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 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. Dedication of right-of-way twenty-five (25) feet off the center line of Meeks Road;
4. Dedication of right-of-way twenty-five (25) feet off the center line of Peytonsville-Trinity Road;
5. Establishment of a performance bond for roads, drainage and erosion control;
6. Establishment of a performance bond for water improvements in favor of Milcrofton Utility District;
7. Establishment of a performance bond for the wastewater collection system;
8. Submission of landscaping plans and establishment of a performance bond for landscaping;
9. Execution of Performance Agreements for the above referenced sureties;

10. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
11. 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 if there will be additional parcels or sections to this development.

Mr. Holmes stated there will be no additional parcels or sections added to this development.

There being no further comments, Commissioner Lothers made a motion to accept Staff's recommendation on Item 29. Commissioner Richter seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 30

PRELIMINARY PLAT REVIEW FOR FAIRHAVEN SUBDIVISION, CONTAINING 49 LOTS, ON 55.4 ACRES LOCATED OFF BETHESDA ROAD IN THE 2ND VOTING DISTRICT (1-2021-308)

Commissioner Richter advised that he was recusing himself from participating in the deliberations of Item 30.

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 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 \$117,900 for the Nontraditional Wastewater Treatment and Disposal System as specified by the County's wastewater consultant;
 - e. The posting of a Performance Bond in the amount of \$42,800 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 Final Plat, all off-site improvements, as specified in the Traffic Access Analysis review letter from the County's traffic consultant (see Attachment 30-3), and including the deceleration lane at the site entrance, must be completed to the satisfaction of the County Highway

- Superintendent or the Tennessee Department of Transportation (TDOT), as applicable;
3. Dedication of right-of-way thirty (30) feet off the center line of Bethesda Road;
 4. Dedication of right-of-way forty-eight (48) feet off the center line of Lewisburg Pike;
 5. 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;
 6. Establishment of a performance bond for roads, drainage and erosion control;
 7. Establishment of a performance bond for water improvements in favor of H.B. & T.S.;
 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. Prior to installation of the Security gate, a permit for the gate will need to be obtained, and all requirements for such gates as outlined in Section 17.11 of the Zoning Ordinance will need to be met;
 11. Execution of Performance Agreements for the above referenced sureties;
 12. Execution of a Stormwater Maintenance Agreement and submission of an Operation and Maintenance Plan for stormwater improvements; and
 13. 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 Staff to confirm the topography and landscape for the wastewater system has been reviewed per the Zoning Ordinance.

Mr. Holmes confirmed that Staff has reviewed the topography and landscape of this wastewater system per the Zoning Ordinance and noted that the landscape and topography will shield the wastewater treatment system from nearby properties.

Commissioner Lucyshyn asked for the threshold or total number of Lots to be considered for Public Hearing.

Mr. Holmes stated that if the development is forty-nine (49) Lots or less, it is not subject to Public Hearing, fifty (50) Lots or more are subject to Public Hearing.

There being no further comments, Commissioner Sanders made a motion to accept Staff's recommendation on Item 30. Commissioner Rose seconded the motion, and the motion passed with a 9-1 roll call vote with Commissioner Lucyshyn voting "no" and Commissioner Richter recused.

FINAL PLAT:

ITEM 31

FINAL PLAT REVIEW FOR ENCLAVE AT DOVE LAKE, SECTION 2, CONTAINING 70 LOTS ON 40.85 ACRES LOCATED OFF NOLENSVILLE ROAD IN THE 5TH VOTING DISTRICT (1-2021-404)

This Item was on the Consent Agenda.

ITEM 32

FINAL PLAT REVIEW FOR MCDANIEL ESTATES, SECTION 4, CONTAINING 48 LOTS ON 23.82 ACRES LOCATED OFF MCDANIEL ROAD IN THE 11TH VOTING DISTRICT (1-2021-405)

This Item was on the Consent Agenda.

ITEM 33

FINAL PLAT REVIEW FOR NELSON CREEK RE-APPROVAL, LARGE LOT EASEMENT SUBDIVISION, CONTAINING 5 LOTS ON 26.49 ACRES LOCATED OFF CROCKETT LANE IN THE 5TH VOTING DISTRICT (1-2020-433)

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

1. Establishment of Performance Bonds for water improvements in favor of Nolensville/College Grove Utility District in the amount of \$170,000 for site work and \$100,000 for Horton Highway crossing;
2. A Notice of Coverage issued by TDEC will be required prior to the signing of the plat;
3. A Land Disturbance Permit must be obtained for the overall development; and
4. Driveway and drainage infrastructure must be complete, consistent with Zoning Ordinance requirements, prior to issuance of building permits.

Commissioner Rose asked if there will be additional parcels or sections to this development.

Mr. Sweet noted this is a Large Lot Easement Subdivision with no more than five (5) Lots and no additional sections (proposed/permitted).

There being no further comments, Commissioner Crohan made a motion to accept Staff's recommendation on Item 33. Commissioner Richter seconded the motion, and the motion passed by unanimous roll call vote.

OTHER BUSINESS:

ITEM 34

NON-AGENDA

FINAL PLAT REVIEW FOR TIMOTHY GROVE SUBDIVISION, LARGE LOT EASEMENT, CONTAINING 5 LOTS ON 41.88 ACRES LOCATED OFF DRUMRIGHT ROAD IN THE 5TH VOTING DISTRICT (1-2021-400)

Mr. Sweet reviewed the background (see Staff Report), and noted that the development was approved at the February 2021 meeting, Staff recommended re-approval of the Final Plat with the following conditions:

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 McCoy made a motion to accept Staff's recommendation on Item 34. Commissioner Rose seconded the motion, and the motion passed by unanimous roll call vote.

ITEM 35

NON-AGENDA

FINAL PLAT REVIEW FOR DRUMRIGHT HILLS SUBDIVISION, LARGE LOT EASEMENT, CONTAINING 5 LOTS ON 28.94 ACRES LOCATED OFF DRUMRIGHT ROAD IN THE 5TH VOTING DISTRICT (1-2021-401)

Mr. Sweet reviewed the background (see Staff Report), and noted that the development was approved at the February 2021 meeting, Staff recommended re-approval of the Final Plat with the following conditions:

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 Lothers made a motion to accept Staff's recommendation on Item 35. Commissioner McCoy seconded the motion, and the motion passed by unanimous roll call vote.

There being no further business, the meeting was adjourned at approximately 6:20 p.m.

APPROVED BY A MAJORITY VOTE BY THE WILLIAMSON COUNTY REGIONAL PLANNING COMMISSION ON MAY 13, 2021.

CHAIRMAN JOHN LACKEY