



MINUTES  
FARRAGUT MUNICIPAL PLANNING COMMISSION

September 16, 2021

**MEMBERS PRESENT**

Rita Holladay, Chairman  
Ed St. Clair, Vice-Chairman  
Ron Williams, Mayor  
Louise Povlin, Vice Mayor  
Michael Bellamy  
Scott Russ  
Jon Greene  
Noah Myers  
Shannon Preston  
Hank Standaert, Youth Representative

**MEMBERS ABSENT**

**Staff Representatives:** Mark Shipley, Community Development Director  
David Smoak, Town Administrator  
Tom Hale, Town Attorney

**1. Approval of agenda**

Staff recommended approval of the agenda as submitted.

*A motion was made by Commissioner Russ to follow staffs' recommendation. Motion was seconded by Mayor Williams and motion passed unanimously.*

**2. Approval of minutes – August 19, 2021**

Staff recommended approval of the minutes as submitted.

*A motion was made by Commissioner St. Clair to follow staffs' recommendation. Motion was seconded by Commissioner Myers and motion passed unanimously.*

**3. Discussion and public hearing on a final plat for Brookmere Phase 3, Parcel 054, Tax Map 152, 34.67 Acres, 52 Lots, Zoned R-1/OSR (Ryan Lynch, Applicant)**

Staff reviewed this item and discussed the status of remaining field related items and the Town Engineer's recommendation regarding the completion of field items prior to him signing the final plat.

Staff noted that the remaining comments on the plat itself are as follows:

- 1) Please only show the area being platted at this time. The applicant should note staffs' comments (that will be sent to the applicant) on the revised plat concerning the area that would be Phase 4 so that they are addressed when this phase is submitted.

- 2) Please submit completion letter of credit for installation of roadway surface for \$65,000.
- 3) If sidewalk is to be completed as homes are constructed, please submit a completion letter of credit for \$76,000.
- 4) Please submit a drainage fee of \$2,080.
- 5) Please complete all items on staff's punch list.
- 6) A letter of credit will be required for all pins that are not currently set. Note #1 on the plat should include a statement that a letter of credit been posted to guarantee the work.
- 7) Please sign and seal final version of plat.
- 8) Please identify what the dashed line is that bisects a portion of Lot 94.
- 9) Please show and identify the 50-foot peripheral building setback line.

*A long discussion ensued. Commissioners discussed adding a comment to reflect the Town Engineer's recommendation that all safety related field items would have to be completed prior to signing the final plat and additional non-safety related items on staffs' punchlist would either have to be satisfactorily completed or a three-month completion letter of credit in the amount of \$100,000 be provided to ensure timely and satisfactory completion of all remaining field items.*

*With this additional comment added to the staffs' original nine comments, a motion was made by Commissioner St. Clair to approve the plat. Motion was seconded by Vice-Mayor Povlin and motion passed 8-1 with Commissioner Greene voting against approval of the plat.*

**4. Discussion and public hearing on a site plan to add a second floor to the First Baptist Concord Church Educational Building, 11704 Kingston Pike, Zoned R-3 (Jeff Jordan, Applicant)**

Staff reviewed this item and recommended approval of the revised site plan.

*After hearing from the applicant, a motion was made by Commissioner Myers to follow staffs' recommendation. Motion was seconded by Vice-Mayor Povlin and motion passed unanimously.*

**5. Discussion on a request to amend the Farragut Municipal Code, Appendix A – Zoning, Chapter 4., Section XIII. – Outdoor site lighting, to allow for baseball and softball field lighting that is custom designed not to affect neighboring properties (Jeff Jordan, Applicant)**

For discussion purposes only.

**6. Discussion on a request to amend the Farragut Municipal Code, Appendix A – Zoning, Chapter 3., Section I. – Agricultural district (A)., to provide for one accessory dwelling unit provided certain criteria can be satisfied (Keri Archer, Applicant)**

For discussion purposes only.

**7. Discussion and public hearing on text amendments to the CLUP associated with the Medium and High-Density Residential land use designations (Town of Farragut, Applicant)**

Staff reviewed this item and recommended approval of Resolution PC-21-12.

*Some discussion ensued. Vice-Mayor Povlin provided some amended language for one of the policy statements related to the "Location" section of the text associated with the Medium Density Residential land use. Commissioners also asked that the lower photograph shown on the proposed Medium Density Residential land use page be replaced.*

*With these two modifications noted, a motion was made by Commissioner Myers to approve Resolution PC-21-12. Motion was seconded by Mayor Williams and motion passed unanimously.*

**8. Discussion and public hearing on amendments to the Penalties section of Chapter 113 – Tree Protection, of the Farragut Municipal Code, to increase penalties for removal of protected trees without permission**

Staff reviewed this item and recommended approval of Resolution PC-21-13 which recommends approval of Ordinance 21-16. Staff noted that a stipulation that would need to be addressed prior to Ordinance 21-16 going to the Board of Mayor and Aldermen would be a review of the language by the Town Attorney.

*With this stipulation noted, a motion was made by Vice-Mayor Povlin to approve Resolution PC-21-13. Motion was seconded by Commissioner St. Clair and motion passed unanimously.*

**9. Approval of utilities**

None.

**10. Citizen Forum**

Christine Horwega spoke regarding school traffic issues.

The meeting adjourned at 10:09 p.m.



Scott Russ, Secretary