

State of Tennessee
County of Marshall

Town of Chapel Hill
May 24, 2021

The Town of Chapel Hill Planning Commission held their monthly meeting May 24, 2021 at 6:00 P.M. at Chapel Hill Town Hall, 4650 Nashville Highway, Chapel Hill, TN.

Members present: Chairman Marion Joyce, Secretary Stacey Booker, Isaac Zimmerle, Jason Jent, Mayor Michael Faulkenberry, Recorder Ruth Magallanes and City Attorney Todd Moore.

Item 1) Mayor Faulkenberry called the meeting to order and with all members present a Quorum was established. Mayor Faulkenberry made a motion to approve the agenda and Isaac Zimmerle seconded. All members approved.

Item 2) The minutes of last months meeting were approved with a motion to approve made by Isaac Zimmerle and seconded by Jason Jent. All members approved.

Item 3) Public comments:

a. The Grove Church wants temporary classroom buildings. Todd Moore will check regulations and if allowed a permit will be issued with an expiration date. First step would be a zoning compliance certificate. Elvis Butler will submit a copy of layout and email it to Stacey Booker and Todd Moore and if it can be approved administratively it shall be.

Item 4) New Business:

a. Ken DeHart revised subdivision request was approved. A motion to accept the revised subdivision plat was made by Jason Jent and seconded by Isaac Zimmerle. All members voting yes to approve.

b. Clint Bowman subdivision request was approved. A motion was made by Jason Jent to approve the subdivision request for Clint Bowman and was seconded by Isaac Zimmerle. All members voted yes to approve.

c. Ryan Perryman subdivision request was approved. A motion to approve was made by Isaac Zimmerle and seconded by Jason Jent. There was discussion that the matter of sidewalks being required for all new built homes be presented to the Board of Mayor and Aldermen.

d. Spring Creek Farms final plat was approved subject to acceptable as-built survey showing real and true location for ALL buried utilities, AND subject to ADEQUATE AND ACCEPTABLE BONDS for many items (erosion, grading, storm water, long term detention basin, long term maintenance of water retention system for whole subdivision, sewer, water, base stone, binder asphalt, asphalt topping, maintenance bond after final paving, emergency cul-de-sac at temp dead ends in the event of default on next phases, ETC, and discussed getting a 3rd party to review and set bonds(or approve amounts) and add 10% for inflation and unknowns). Discussion was also included that the city must have a qualified representative approve amounts prior to accepting and recording. Isaac Zimmerle made a motion to approve with stipulations as stated with Jason Jent seconding. All members voting yes.

e. 108 Morningside Drive revised preliminary plat was approved subject to the city's engineer approving water, sewer, drainage, etc. as this project progresses. Jason Jent made a motion to approve the preliminary plat with regard the stipulations with Stacey Booker seconding the motion. All members voting yes.

f. Jeff Darnell subdivision request approved subject to ADDING P.U.D.E. (public utility and drainage easements) to ALL lot lines of each lot. Lot lines being 15 feet for the front and 5 feet to ALL side lines and rear lines of each lot, no exceptions. The applicant consented and agreed with this contingency. Jason Jent made a motion to approve with this contingency and Stacey Booker seconded. All members voting yes to approve.

g. The Board reviewed and had discussion of submittal fees and tap fees with the following decisions:

Water Tap-\$2,500 plus any costs (bore, cut road, etc.)

Sewer Tap-\$2,500 tap fee plus any costs (bore, cut road, etc.)

Sewer Capacity Fee-\$5,000 PER EACH DOOR + any additional fees the sewer department should incur as the builder/developer should perform all work and the city just doing the inspection.

Site Plan Fee-\$500 minimum or real costs if a more in depth review is required by staff or engineering or legal reviews.

Preliminary Plat Fee - \$300 + additional \$300 per lot and also discussed that a concept plan submittal have a minimum fee of \$300-\$500 or whatever it cost the city for a full review

Board of Zoning Appeals Fee-\$250 per request
\$250 re-zoning + any cost associated with review or study.

Final Plat Fee-\$300 + \$300 per each lot

ANY ZONING REQUEST NOT LISTED ABOVE- \$500 for any review of any kind that requires Planning Commission approval if not listed above

Item 5) a. Digital copies will be required on all plat submittals

b. Sidewalks on ALL new divisions of property. Variance could be granted in certain scenarios, with the applicant requesting a variance from the BZA

c. PUDE (public utility and drainage easements) on ALL new plats moving forward

d. 14 day submittal deadline with NO exceptions. Only accepting complete submittals.

Discussion only of city policy regarding the developer being responsible for all tap installations and locates for new subdivisions and approval from our water/sewer department. No action taken on this only discussion.

Item 6) Stacy Booker made a motion to adjourn with Jason Jent seconding.
Meeting adjourned

Signature _____ Signature _____