

**Minutes of the Planning Commission**

**Chapel Hill Town Hall**

**June 26, 2023**

**CALL TO ORDER**

Chairman Marion Joyce called the meeting to order at 6:00 p.m. with a quorum present.

**ROLL CALL**

Marion Joyce – P

Stacey Booker - P

Isaac Zimmerle - P

Jeff Knox - P

Ben Piper - P

**STAFF**

Danny Bingham, Town Administrator

Phillip Dye, Town Recorder

Todd Moore, Attorney

Steve Foster, Engineer

**APPROVAL OF MINUTES – May 22, 2023**

Motion to Approve: Ben Piper

Seconded By: Jeff Knox

Motion Passed: 5-0

**PUBLIC COMMENTS** – None

**OLD BUSINESS**

**Approve or Deny reduction of bond amount for Phase 1 and Phase 2 of River Forest to 20% of current bond amount. Reduction subject to developer getting as-builts and other paperwork turned in to Town Engineer and approval thereafter.**

Motion to Approve: Stacey Booker

Seconded By: Ben Piper

Motion Passed: 5-0

**Approve or Deny request for variance at 202 North Horton Parkway – Paul Lebovitz**

\*\*No action taken. Mr. Libovitz must formally request a variance and pay the zoning fee before a BZA meeting may be set to hear the variance request.

**Consideration of site plan for Day Care Project on Caney Spring Road for JM Phillips Engineering. A discussion of engineering notes and sewer/water systems and traffic study.**

\*\*Several options were discussed on what could be done to connect to the town's existing sewer system. A septic system was also discussed if the town will not let them tie into the sewer system on Hwy 31A. There was also discussion on the traffic study that had been conducted. It was suggested that the study needs to be taken at peak hours when school is in session. JM Phillips said they will set up a meeting with Town Engineer to try to work out details that would also be cost effective for them.

**NEW BUSINESS**

**Hayes and Sons Construction for Mike Chaudhary. Discussion and consideration of approval of site plan and comments for convenience store located at Eagleville Pike and 31A.**

\*\*Drawings of the proposed project were made available and discussed. Builder is in early stages and did not expect any type of approval at this meeting, and will come back at a later date.

Motion to Defer: Isaac Zimmerle

Seconded By: Stacey Booker

Motion Passed: 5-0

**Discussion and consideration of approval of plans for build out or apartment at 110 Central Avenue- Requested by Melissa Jordan.**

\*\*Pictures of existing house and a drawing of a floor plan for addition were made available to the Planning Commission. Since this was an addition onto an existing structure a motion was made to approve going forward with Zoning Compliance and payment of permit fees.

Motion to Deny: Isaac Zimmerle

Seconded By: Ben Piper

Motion Passed: 5-0

**DISCUSSION**

**Presentation of Final Draft of subdivision regulations. Discussion regarding approval and consideration of a Public Hearing.**

\*\* Steve Foster gave a final draft of sub-regs to everyone. It was decided to have a Public Hearing on July 24, and vote to approve or deny the final draft in the meeting to follow.

**Discussion of implementing a water availability letter for development.**

\*\*Danny Bingham presented an example form that Maury County uses. It was suggested to incorporate sewer availability as well.

**Planning Services – Griggs & Maloney**

\*\*Danny Bingham informed the Planning Commission that BOMA had contracted with Griggs & Maloney for Planning and Zoning services, as well GIS services. They will be updating the Zoning Map and mapping all water and sewer lines.

**Water Valuation – Jackson Thornton**

\*\*\*\*Danny Bingham informed the Planning Commission that BOMA had contracted with Jackson Thornton to perform a water rate study and a valuation on the Water Department so we will know how much it is actually worth.

**Discussion Marshall County water lines within new annexation**

\*\*There was discussion on the town's options to acquire the water lines for the new annexation property on 31A north of the current town limits. Some type of interlocal agreement will have to be reached between Chapel Hill and Marshall County. Danny Bingham will contact the Marshall County to see where we need to go from here.

**Rules of Procedure for public comment**

\*\*Town Attorney Todd Moore explained that there has been new legislation on dealing with how to handle public comments. He will draw up some rules and regulations to be adopted by the town. He will have them ready by the next meeting.

**CLOSING REMARKS**

None

**ADJOURNMENT**

Motion to Approve: Ben Piper

Seconded By: Jeff Knox

Motion Passed: 5-0

Meeting ended at 7:30 p.m.

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Marion Joyce, Chairman

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Phillip Dye, Town Recorder

