



**Kingston Springs Regional Planning Commission
Meeting
May 13, 2021**

The meeting was called to order by Tony Campbell at 7:00pm.

1. Roll Call of Voting Members:

Keith Allgood	Present
Tony Campbell	Present
Tom Cullen	Present
Josh Eatherly	Absent
Tony Gross	Present
Brian McCain	Absent
Mike Patenaude	Absent
Chuck Sleighter	Present
Bob Stohler	Present

2. Non-Voting Staff:

Sharon Armstrong	Present
John Lawless	Present
Martha Brooke Perry	Present
Brittney Stanley	Present

3. Declaration of Quorum by Chairperson.

Declaration of Quorum by Co-Chairman Tony Campbell

4. Motion to approve April 8, 2021 Planning Commission meeting minutes.

Motion to approve the April 8, 2021 Planning Commission meeting minutes made by Chuck Sleighter, 2nd by Tony Gross Motion passed unanimously.

5. Motion to approve May 13, 2021 Planning Commission meeting agenda.

Motion to approve May 13, 2021 Planning Commission meeting agenda was made by Chuck Sleighter, 2nd by Tony Gross motion passed unanimously.

6. Community Input

7. Old Business

A. None

8. New Business

A. Carolyn Clark, City Commissioner - Public Notification Discussion – Proposed changes to the Subdivision Regulations, Zoning Ordinance, and Meeting By-Laws for the purposes of revising the requirements for advertisement, public Notice, and signage of properties located in Kingston Springs and the UGB under consideration by the Kingston Springs Regional Planning Commission and City Commission.

City Commissioner Carolyn Clark presented to the Planning Commission ideas to better inform the public of Public Notices. Commissioner Clark has received feedback from Kingston Springs residents that they felt uninformed of Public Notices. Commissioner Clark mentioned ideas such as advertising public notices in the newspaper with clear property locations and descriptions of notices, mail notifications ideally being sent to property owners in proximity to the property of discussion, visible public notification signs and or a community message board with public notifications posted.

B. Preliminary Plat to combine three parcels for the purposes of development of an approved Preliminary Master Plan Multi-Family Apartment Complex containing 40 units, 115 E. Kingston Spring Rd. Adjacent to Stuff It In Storage. Map 96K Group C Parcels 33, 35, 36.01. Zoned R-3 PUD.

Motion to approve preliminary plat to combine three parcels for the purpose of development of an approved Preliminary Plan Multi-Family Apartment Complex containing 40 units, 115 E. Kingston Spring Rd. Adjacent to Stuff It In Storage. Map 96K Group C Parcels 33, 35, 36.01. Zoned R-3 PUD with easement made by Chuck Sleighter, 2nd by Tony Gross motion passed unanimously.

C. Construction Plans, approved Preliminary Master Plan Multi-Family Apartment Complex containing 40 units, 115 E. Kingston Spring Rd. Adjacent to Stuff It In Storage. Map 96K Group C Parcels 33, 35, 36.01. Zoned R-3 PUD.

Construction plans were not available at the time of the Planning Commission Meeting. Motion was made to defer Construction Plans by Tony Gross, 2nd by Chuck Sleighter motion passed unanimously.

D. Consideration of abandonment of 20' Public Utility and Drainage Easement, approved by the Planning Commission on 11/15/2012. Map 99 Parcel 191, Mt. Pleasant Rd., Kingston Springs, TN. Simpkins Subdivision, Lot 1.

City Planner Sharon Armstrong stated the abandonment of the Public Utility and Drainage Easement (P.U.D.E.) would impact adjacent properties on each side of the parcel and remove a publicly held easement for future utility expansion and construction. Abandoning the easement removes buffering of the subsurface sewage

system disposal drain field between the subject parcel and two adjoining parcels at the side property line. Mrs. Armstrong recommended denial of the request to abandon the easement. City Attorney Martha Brooke Perry concurred with the Planning recommendation. Co-Chair Campbell called for a motion and none was presented.

E. UGB recommendation upon application of a request to rezone to the Cheatham County Commission, Map 105, Parcel 219, containing 2.85 acres, Bald Eagle Dr. from E-1 to R-1. Property lies in the Kingston Springs Urban Growth Boundary, within unincorporated Cheatham County.

Motion to table this Item E to the end of the meeting to allow City Planner Armstrong time to review the request made by Bob Stohler 2nd by Keith Allgood motion passed unanimously.

Motion was made by Keith Allgood, 2nd by Chuck Sleighter to recommend the rezone request to the Cheatham County Commission, Map 105, Parcel 219, containing 2.85 acres, Bald Eagle Dr. from E-1 to R-1. Property lies in the Kingston Springs Urban Growth Boundary, within unincorporated Cheatham County. Motion passed unanimously.

F. Flood Development Application, 211 Brookside Dr., Kingston Park Subdivision, Map 96K Group A, Parcel 18.00. Consideration of Zoning Ordinance Floodplain District Regulations.

- a. **4.130.4. Standards for streams without established base flood elevations. It is intended that all construction whether within or adjacent to delineated floodplains, shall be subject to the provisions of these regulations. Exceptions to this standard may be granted on appeal to the Board of Zoning Appeals based on a demonstration that the regulatory elevation is so conservative as to place an unreasonable burden upon developers or property owners.**

For proposed developments located near small streams where no base flood data or floodways have been provided or required under the Federal Flood Insurance Program or by Section 4.120.3, of these regulations, the following provisions apply:

No encroachments, including fill material and structures, shall be located within a minimum distance of twenty-five (25) feet from the top of the stream bank on each side or thirty (30) feet from the centerline of a stream channel, whichever is greater. Work within the floodplain will be subject to the same provisions of this ordinance that apply to streams with established Base Flood Elevations.

- b. **Article 4, 4.130.6. Standards for small streams. watercourses and sinkholes. Located within the Town of Kingston Springs are streams and sinkholes where areas of special flood hazard are neither indicated nor base flood data or floodways provided. Within these areas the following provisions shall apply:**

In areas adjacent to such unmapped streams, no encroachments including fill material or structures shall be located within an area at

least equal to twice the width of the stream along each side of the stream, unless certification by a registered professional engineer or licensed surveyor is provided demonstrating that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood.

City Planner Armstrong has done extensive research on the property at 211 Brookside Drive, and the current elevation certificate states that the property is no longer in a flood zone. Mr. Mapes the current property owner has also agreed to build the home 6 ½ feet above the 2010 flood stage as an extra precaution. City Planner Armstrong is asking that the Planning Commission allow Mr. Mapes to install flow through vents opposed to the one-way vent that is in the current building code.

Motion was made by Chuck Sleighter, 2nd by Tony Gross to allow Mr. Mapes to install flow through vents in the block of the manufactured home, in the event that the water level did reach the home the flow through vents would allow the water to flow. All in favor and the motion passed unanimously.

9. Other (For Discussion Only).

A. John Lawless - Discussion of Utility and Infrastructure – Public Works, Transportation, Parks, Sewer, and Water.

City Manager Lawless presented the Commission with upcoming improvements for the Town of Kingston Springs the sewer department including the mapping of sewer lines with a new GPS system to help with finding problem areas.

B. Planning Commission Training – Schedule Training Date for joint Planning Commission, City Commission, and Board of Zoning Appeals Training.

On June 17th The Planning Commission will meet at 6pm for annual training for the Kingston Springs City Commission, Kingston Springs Regional Planning Commission, and the Kingston Springs Board of Zoning Appeals.

10. Motion to Adjourn.

Motion to adjourn made by Chuck Sleighter 2nd by Tony Campbell motion passed unanimously.

The meeting was adjourned by Tony Campbell at 8:05pm

Mike Patenaude
Planning Commission Chair

Jamie Dupré
City Recorder