SPRING HILL MUNICIPAL PLANNING COMMISSION

Paul Downing, Chairman
Jared Cunningham
Matt Fitterer, Alderman

Paula Hepp, Vice Chairman
James Golias
Brent Legendre
Vincent Fuqua, Alderman

City of Spring Hill 199 Town Center Parkway Spring Hill, TN. 37174

AGENDA
Regular Meeting

January 13, 2020
5:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. CHAIRMAN COMMENTS: Audience members wishing to speak to an agenda item will have the opportunity to speak at the beginning of the agenda and will have five minutes to address the Planning Commission. No rebuttal remarks are permitted.

D. PUBLIC COMMENT (NON-AGENDA ITEMS)

E. PUBLIC COMMENT (AGENDA ITEMS)

F. MINUTES
   1. Approval of Meeting Minutes from the December 9, 2019 Regular Meeting of the Planning Commission.

G. APPROVAL OF THE AGENDA

H. CONSENT AGENDA
   1. PC Resolution 20-01 Reduce Maintenance Bond Harvest Point Ph 3.
   2. PC Resolution 20-02 Reduce Maintenance Bond Harvest Point Ph 4.
   3. PC Resolution 20-03 Release Performance Bond and establish Maintenance Bond Autumn Ridge Ph 8 Sec 1.
   4. PC Resolution 20-04 Establish Maintenance Bond for Crossings North.

I. OLD BUSINESS

J. NEW BUSINESS
   1. STP 781-2019: Submitted by Enfield Group for The Preserve at Spring Hill. The property is located on Buckner Road, east of Main Street. The property is zoned R-6 and contains approximately 44.21 acres. The applicant requests site plan approval for 100 condominium units. Requested by Gregg Harris.
   2. SPM 786-2019: Submitted by Barry Clark for Wellspring Christian Church. The property is located at 1001 Chapmans Crossing. The property is zoned as a Commercial PUD and contains approximately 7.37 acres. The
applicant is requesting modification to the previously approved site plan (STP 620-2018). Requested by Wellspring Christian Church.

3. **STP 787-2019**: Submitted by Catalyst Design Group for the **JCF Residences Headquarters**. The property is located at 2210 Spedale Court, zoned C-4 and contains approximately .87 acres. The applicant is requesting site plan approval for a new 4,570-sf office building. Requested by Catalyst Design Group.

**K. OTHER BUSINESS**

**L. BOARD COMMENT**

**M. STAFF COMMENT**

**N. ADJOURN**
A. CALL TO ORDER

Vice Chairman Paula Hepp called the meeting to order at 5:32 PM.

B. ROLL CALL

Members Present: Chairman - Paul Downing, Vice Chairman - Paula Hepp, Alderman - Matt Fitterer, Alderman - Vincent Fuqua, James Golias, Jared Cunningham and Brent Legendre.

Staff Present: City Attorney, Patrick Carter, Planning Director, Steve Foote, City Engineer, Tom Wolf and Assistant City Administrator, Chuck Downham.

C. CHAIRMAN COMMENTS: Audience members wishing to speak to an agenda item will have the opportunity to speak at the beginning of the agenda and will have five minutes to address the Planning Commission. No rebuttal remarks are permitted.

D. PUBLIC COMMENT (NON-AGENDA ITEMS)

No public comment.

E. PUBLIC COMMENT (AGENDA ITEMS)

No public comment.

F. Approval of Meeting Minutes from the November 12, 2019 Regular Meeting of the Planning Commission.

Alderman Fitterer made a motion to approve the November 12, 2019 Regular Meeting Minutes. Motion seconded by Alderman Fuqua. Motion passed 6-0.

G. APPROVAL OF THE AGENDA

Alderman Fitterer requested that PC Resolution 19-142 be removed from the Consent Agenda. This item was moved to Old Business.

Alderman Fitterer made a motion to approve the agenda as modified. Motion seconded by Alderman Fuqua. Motion passed 6-0.

Chairman Paul Downing arrived to the meeting at 5:36 pm.

H. CONSENT AGENDA

1. PC Resolution 19-141 Release Performance Bond and establish Maintenance Bond for Brixworth Ph 6 Paved Bike Path.
2. PC Resolution 19-142 Release Maintenance Bond for Brixworth Ph 6.
3. PC Resolution 19-143 Release Performance Bond and establish Maintenance Bond for Crooked Creek Sec 2.
4. PC Resolution 19-144 Release Performance Bond and establish Maintenance Bond for Crooked Creek Sec 3.
5. PC Resolution 19-145 Release Performance Bond and establish Maintenance Bond for Villas at Meadowbrook Ph 3 Sec 5.
6. PC Resolution 19-146 Dedication of Road ROW and Public Improvements in Cobblestone Village Ph 2 Sec 1.
7. PC Resolution 19-147 Release Maintenance Bond for Cobblestone Village Ph 2 Sec 1.

**Recommendation**: Staff recommended approval of final plat application FPL 751-2019, subject to the following conditions:

1. Provided that the Final Plat is recorded within one (1) year, approval shall remain valid for a total period of five (5) years from the date of approval, during which time the applicant/developer shall obtain all necessary permits and commence construction. If not signed by the city and recorded within one (1) year the plat expires and is voided.

Alderman Fuqua made a motion to approve the Consent Agenda with all staff associated conditions of approval. Motion seconded by Vice Chairman Hepp. Motion passed 7-0.

I. **OLD BUSINESS**

1. **STP 767-2019**: Submitted by S&ME for Liberty Financial Credit Union. The property is located at 4922 Main Street, zoned C-4 and contains approximately .93 acres. The applicant requests site plan approval for a 5,385-sf financial institution. Requested by Jeff Conar.

**Recommendation**: Staff recommended approval of site plan application STP 767-2019 (Liberty Financial Credit Union) subject to the following conditions:

1. Approval of this site plan shall be valid for a period of three (3) years from the date of Planning Commission approval. Modification to the approved site plan may require Planning Commission Approval.
2. RCP or HDPP storm pipe must be used in all drivable surface areas.

Alderman Fitterer referenced that BOMA Resolution 16-11 is still relevant here and conditions number six (6) and seven (7) within that resolution are not met and asked staff if there is a reason why staff did not include mention of that resolution in their report.

Planning Director Steve Foote responded to Alderman Fitter explaining that there is some interpretation that is being applied to the site in regards to whether this a new development. There is an existing driveway shared by two adjacent tenants that has been there for quite some time. This property has not been viewed as a new development but rather a demolition and reconstruction on the site. Six (6) and seven (7) that Alderman Fitterer referred to talk about left turn lanes or deceleration lanes and a traffic study. Steve Foote deferred to City Engineer Tom Wolf in regards to the traffic study. The existing facility that is there today, is a financial institution and is very much in keeping with the same size that is proposed with this
project. There shouldn’t be any differences in what there’s today versus what’s anticipated to be there in the future as far as traffic analysis is concerned. Staff did not invoke the requirement for the traffic study. City engineer Tom Wolf responded that in his research on the plats and deeds for this property, he saw the easements and did not go any further into the resolution with regards to the access coming out to Main Street. As far as the traffic analysis, it is his understanding that the use is changing very little and whether right or wrong, he did not feel the need for a traffic analysis if we are not changing any volume of traffic.

Alderman Fitterer responded that there is a relevant BOMA Resolution and expects staff to bring all relevant information forward to this body to make decisions on it versus trying to make decisions on behalf of this body. Conditions number six (6) and seven (7) of BOMA Resolution 16-11 are still relevant to the site and are unmet. Regarding the access easement to the property to the north, the request at the November 25, 2019 Planning Commission Work Session was not to construct or create a stub out, it was to simply secure an easement, so in the event the property to the north redeveloped, construction could occur in the future. Alderman Fitterer did not understand why staff chose to misrepresent that information. Regarding the memo from the fire department, Alderman Fitterer thinks the memo is pretty clear that emergency access around the entire building is preferred. To present that as a desired solution or the desired outcome from the fire department is a bit misleading. There are three elements here that are missing from a successful site plan.

Alderman Fuqua made a motion to approve site plan application STP 767-2019 with the two (2) Staff associated conditions of approval. Motion seconded by James Golias.

Alderman Fuqua is not supportive of this and believes the existing structure is of better quality and layout than what is presented on the site plan.

Jared Cunningham further added to the response of Alderman Fitterer about the traffic study. In the past, staff has given out forms that indicates what requires a traffic study. For all intensive purposes this exceeds the 3000 square foot floor area that would require a traffic study.

Vice Chairman Hepp asked if there were any conditions on the motion.

Chairman Paul Downing clarified that the motion included the two (2) staff conditions of approval. Motion failed 2-5 with Alderman Fuqua, Alderman Fitterer, Chairman Paul Downing, Jared Cunningham and Brent Legendre dissenting.

2. PC Resolution 19-142 Release Maintenance Bond for Brixworth Ph 6.

Alderman Fitterer made motion to defer PC Resolution 19-142. Motion seconded Alderman Fuqua. Motion to defer passed 7-0.

J. NEW BUSINESS

1. **FPM 783-2019**: Submitted by Seth Lasater for the Columbia Academy at 756 Beechcroft Road. Property is zoned C-2 and contains approximately 5.02 acres. The applicant requests a minor revision to the approved final plat regarding a Planning Commission added condition of approval. Requested by Seth Lasater.

   **Recommendation**: Based on the provisions of Article 16 the Planning Commission has the ability to modify condition #4 at their discretion. This may include the waiver of the condition and improvement or the deferral of said improvement to a future date or event. Staff has provided a condition below that reflects the Planning Commission discussion on November 25th.
1. Columbia Academy shall construct the required multi-use trail across the frontage of their property within 90 days of the issuance of the certificate of occupancy for the proposed construction at 720 Beechcroft Road (STP 690-2019) or within two years from the date of this revision, whichever occurs first.

2. Prior to the recording of this plat, Columbia Academy shall submit to the City of Spring Hill a bond letter of credit or other appropriate financial security that may be called to construct said multi-purpose trail, if Columbia Academy fails to satisfy condition number one (1). City Engineer shall verify amount of security to cover expected construction cost including appropriate contingency.

Alderman Fitterer asked staff if there was a cost estimate or if the applicant has provided any sort of financial security.

City Engineer, Tom Wolf stated that he had previously provided the applicant with a cost estimate prior to the November 25, 2019 Planning Commission Work Session and has not heard back from the applicant.

Alderman Fitterer made a motion to approve final plat application FPm 783-2019 with the one (1) staff associated condition of approval and adding a second (2) condition to read as above. Motion seconded by Jared Cunningham. Motion passed 7-0.

K. OTHER BUSINESS

1. Lots 1-8 Grand Reserve – Grand Avenue

Alderman Fitterer agrees that the provided plans comply with Article 8.3.M of the Spring Hill Unified Development Code and mentioned covering on the side entries

Alderman Fuqua mentioned adding some type of covering on the two side doors.

Jared Cunningham agrees that this applies with 8.3.M and mentioned that adding landscaping between the parking lot and the road would help the overall appearance.

Brent Legendre had questions regarding the elevations and why shake siding was used in the middle of the right and left elevations. The siding appears to be out of place and would rather see the brick continued. Brent Legendre agreed with the previous comments about covered porches on the sides of the units and thinks it would be appropriate to have some sort of applied trim around those said entries. The trim would give more of a presence to those entries. Additionally, you wouldn’t typically see siding on the front of a dormer and the columns appear to be disproportionate to the height of the pediments. Lastly, Brent Legendre advised that adding more detail across the front porch would make the buildings more attractive at the front entry.

L. BOARD COMMENT

Alderman Fuqua made a general statement about his comments from the November 25, 2019 Planning Commission Work Session regarding Design Review. He appreciates Brent Legendre’s comments and thanked him for his leadership.

M. STAFF COMMENT

No Staff Comment
N. ADJOURN

Chairman Paul Downing made motion to adjourn at 6:00 pm.

____________________________________________________________
Paul Downing, Chairman                                      Steve Foote, P.C. Secretary
DATE: December 18, 2019

REQUEST: Reduce the maintenance bond for Harvest Point Phase 3 for water, sewer, storm water drainage and basins, streets and curbs

SUBMITTED BY: Thomas S. Wolf, P.E. – City Engineer

OVERVIEW:

- A maintenance bond was established for Phase 3 in the amount of $146,454.00 in November 2018.
- Improvements have been constructed for the water lines, sewer lines, streets and curbs.
- Binder was installed in December 2018.

PC ACTION REQUESTED:

- Approve PC Resolution 20-01 to reduce the maintenance bond for Harvest Point Phase 3
RESOLUTION 20-01 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO REDUCE THE MAINTENANCE BOND FOR
HARVEST POINT PHASE 3

WHEREAS, a Surety Letter of Credit is currently in place for said development; and

WHEREAS, the existing Letter of Credit, considered a "maintenance surety" based on current subdivision regulations, guaranteed that the following improvements, which may include but not be limited to, sewer lines, water lines, streets and curbs, would be constructed as per the approved design and function properly; and

WHEREAS, to date, the improvements noted heretofore have been constructed and have been functioning properly for a minimum period of twelve (12) months; and

WHEREAS, it is the recommendation of the City Engineer that the Maintenance Bond for Harvest Point Phase 3 in the amount of $146,454.00 be reduced to $57,600.00.

NOW, THEREFORE BE IT RESOLVED, by the Spring Hill Planning Commission that reduction of the Maintenance Bond for Harvest Point Phase 3 in the amount of $57,600.00 is hereby approved.

Passed and adopted this 13th day of January, 2020.

Paul Downing, Chairman

Steve Foote, Secretary
CERTIFICATE OF SATISFACTORY COMPLETION

Date: 12-16-19
CKP Development LLC
Harvest Point
Phase 3

Development Name: Harvest Point
Phase or Section of Construction: Phase 3
Public Improvements: Water, sewer, streets and curbs

I hereby certify that I have supervised and inspected the improvements to ensure that the design intent has been achieved.

Record Drawings have been submitted by Applicant's engineer to the City pursuant to ordinance requirements.

City of Spring Hill Utility Inspector (signature)

Printed name

Approved By:
City of Spring Hill Engineering Dept.

Thomas S. Wolf, P.E. – City Engineer

199 TOWN CENTER PARKWAY P.O. BOX 789 SPRING HILL, TN 37174
PHONE (931)486-2252 NASHVILLE LINE (615)248-6307 WILLIAMSON CO. (615)599-2614 FAX (931)486-0516
DATE: December 18, 2019
REQUEST: Reduce the maintenance bond for Harvest Point Phase 4 for water, sewer, storm water drainage and basins, streets and curbs
SUBMITTED BY: Thomas S. Wolf, P.E. – City Engineer

OVERVIEW:

- A maintenance bond was established for Phase 4 in the amount of $135,415.00 in August 2018.
- Improvements have been constructed for the water lines, sewer lines, streets and curbs.
- Binder was installed in January 2019.

PC ACTION REQUESTED:

- Approve PC Resolution 20-02 to reduce the maintenance bond for Harvest Point Phase 4
RESOLUTION 20-02 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO REDUCE THE MAINTENANCE BOND FOR
HARVEST POINT PHASE 4

WHEREAS, a Surety Letter of Credit is currently in place for said development; and

WHEREAS, the existing Letter of Credit, considered a “maintenance surety” based on current subdivision regulations, guaranteed that the following improvements, which may include but not be limited to, sewer lines, water lines, streets and curbs, would be constructed as per the approved design and function properly; and

WHEREAS, to date, the improvements noted heretofore have been constructed and have been functioning properly for a minimum period of twelve (12) months; and

WHEREAS, it is the recommendation of the City Engineer that the Maintenance Bond for Harvest Point Phase 4 in the amount of $135,415.00 be reduced to $45,615.00.

NOW, THEREFORE BE IT RESOLVED, by the Spring Hill Planning Commission that reduction of the Maintenance Bond for Harvest Point Phase 4 in the amount of $45,615.00 is hereby approved.

Passed and adopted this 13th day of January, 2020.

Paul Downing, Chairman

Steve Foote, Secretary
CERTIFICATE OF SATISFACTORY COMPLETION

Date: 12-16-19

CKP Development LLC

Harvest Point

Phase 4

Development Name: Harvest Point
Phase or Section of Construction: Phase 4
Public Improvements: Water, sewer, streets and curbs

I hereby certify that I have supervised and inspected the improvements to ensure that the design intent has been achieved.

Record Drawings have been submitted by Applicant's engineer to the City pursuant to ordinance requirements.

City of Spring Hill Utility Inspector (signature)

Printed name

Approved By:
City of Spring Hill Engineering Dept.

Thomas S. Wolf, P.E. – City Engineer
DATE: December 18, 2019

REQUEST: Release the performance bond and establish a maintenance bond for Autumn Ridge Phase 8 Section 1 for sidewalks, street lights, street signs and final topping

SUBMITTED BY: Thomas S. Wolf, P.E. – City Engineer

OVERVIEW:

- A performance bond was established for Phase 8 Section 1 in the amount of $48,896.00 in September 2017. All improvements have been constructed.
- Roads were final topped in November 2019.

PC ACTION REQUESTED:

- Approve PC Resolution 20-03 to release the performance bond and establish a maintenance bond for Autumn Ridge Phase 8 Section 1
RESOLUTION 20-03 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO RELEASE THE EXISTING PERFORMANCE BOND AND TO ESTABLISH AS A MAINTENANCE BOND FOR AUTUMN RIDGE PHASE 8 SECTION 1

WHEREAS, a Performance Bond is in place guaranteeing the completion of certain improvements for Autumn Ridge Phase 8 Section 1 in the amount of $48,896.00; and

WHEREAS, the following improvements are required pursuant to the Final Plat:

Sidewalks, street lights, street signs and final topping to all streets with 1 ½ inches of hot mix asphalt; and

WHEREAS, to date, the improvements have been completed, final topping was placed in November 2019 and approved through inspections by the City and therefore a Maintenance Bond letter of credit is required; and

WHEREAS, a Maintenance Bond letter of credit is guaranteeing the workmanship and materials of certain improvements for Autumn Ridge Phase 8 Section 1 and the repair of such should damage occur during covered period; and

WHEREAS, it is the recommendation of the City Engineer that the Letter of Credit in the amount of $48,896.00 be reduced to 30% according to Section IV 4.3 Spring Hill Subdivision Regulations, establishing a Maintenance Bond letter of credit in the amount of $14,668.00 for a minimum of twelve (12) months from date of final topping.

NOW, THEREFORE BE IT RESOLVED, by the Spring Hill Planning Commission that the existing bond letter of credit be reduced to establish a Maintenance Bond letter of credit for Autumn Ridge Phase 8 Section 1 in the amount of $14,668.00 is hereby approved.

Passed and adopted this 13th day of January, 2020.

Paul Downing, Chairman

Steve Foote, Secretary
CERTIFICATE OF SATISFACTORY COMPLETION

Date: 12-18-91

Donnie Cameron
Autumn Ridge
Phase 8 Section 1

Development Name: Autumn Ridge
Phase or Section of Construction: Phase 8 Section 1
Public Improvements: Water, sewer, storm water drainage and basins, streets, curbs, sidewalks, street signs, street lights, final topping

I hereby certify that I have supervised and inspected the improvements to ensure that the design intent has been achieved.

Record Drawings have been submitted by Applicant’s engineer to the City pursuant to ordinance requirements.

City of Spring Hill Utility Inspector (signature)
Michael W. Stephens
Printed name

Approved By:
Thomas S. Wolf
City of Spring Hill Engineering Dept.
Printed name
DATE: December 18, 2019
REQUEST: Establish a maintenance bond for Crossings North
SUBMITTED BY: Thomas S. Wolf, P.E. – City Engineer

OVERVIEW:

- Final plat was approved on the October 2019 Planning Commission meeting agenda.
- Developer has submitted application and corresponding documentation to establish the bond for final asphalt, curbs and sidewalks.

PC ACTION REQUESTED:

- Approve PC Resolution 20-04 to establish a maintenance bond for Crossings North
RESOLUTION 20-04 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO ESTABLISH A MAINTENANCE BOND FOR CROSSINGS NORTH

WHEREAS, a Maintenance Bond is required to be established for this development prior to recording of a Final Plat; and

WHEREAS, the Maintenance Bond is guaranteeing the workmanship and materials of certain improvements, and the repair of such should damage occur during covered period; and

WHEREAS, the following improvements are required pursuant to the Final Plat:

   Final topping to all streets with 1 ½ inches of hot mix asphalt, curbs and sidewalks; and

WHEREAS, to date, the improvements have been completed, but not accepted by the City and, therefore, a Maintenance Bond is required; and

WHEREAS, it is the recommendation of the City Engineer that a Maintenance Bond be established for a minimum of twelve (12) months, in the amount of $27,458.00; and

WHEREAS, it is anticipated that the date of completion for the above referenced public improvements will be within the time prescribed for the bond and it is required that an automatic renewal clause, to the benefit of the City of Spring Hill, be included within the bond in case such improvements are not completed in a timely manner.

NOW, THEREFORE, BE IT RESOLVED, that the Spring Hill Planning Commission approves the establishment of a Maintenance Bond for Crossings North in the amount of $27,458.00.

Passed and adopted this 13th day of January, 2020.

Paul Downing, Chairman

Steve Foote, Secretary
Utility Information Sheet

Development: CROSSINGS NORT

Phase: N/A  Section: N/A  # of lots: N/A

Cost to install Utility's (Maintenance Bond)

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<th>Item</th>
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<td>Final Asphalt</td>
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<td>Sidewalks</td>
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<td>Curbing</td>
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**BOND AMOUNT = $27,458.00**
## Application for Surety

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<td><strong>Purpose of Surety:</strong></td>
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<tr>
<td><strong>Name of Owner/Developer or Representative:</strong></td>
<td>DAVID PUCKETT</td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>205 594TH AVE N. SUITE 150</td>
</tr>
<tr>
<td><strong>City, State, Zip:</strong></td>
<td>NASHVILLE, TN 37203-6024</td>
</tr>
<tr>
<td><strong>Phone Number:</strong></td>
<td>(52) 249-1400</td>
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<td><strong>Fax Number:</strong></td>
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## Action Request

I (we) request that the following action be taken:

- [Y] Establish New Surety
- [ ] Request Final Inspection and Release of Surety
- [ ] Request Reduction of Surety Amount
- [ ] Request extension of surety for (1) year
- [ ] Request Maintenance Bond

(Please provide proof of difficulty below)

**Explanation for Proof of Difficulty:**

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**Applicant Signature:** [Signature]
**Date:** 12/18/19

**City Staff Signature:** [Signature]
**Date:** 12/18/19
Spring Hill Planning Commission Regular Meeting

TO: Spring Hill Planning Commission
FROM: Steve Foote, AICP, Planning Director
Austin Page, Associate Planner
MEETING: January 13, 2019
SUBJECT: STP 781-2019 (The Preserve at Spring Hill)

STP 781-2019: Submitted by Enfield Group for The Preserve at Spring Hill. The property is located on Buckner Road, east of Main Street. The property is zoned R-6 and contains approximately 44.21 acres. The applicant requests site plan approval for 100 condominium units. Requested by Gregg Harris.

Request: The applicant requests site plan approval for 100 townhomes on the east half of the property. The townhomes are proposed to front on private roadways. The 100 units proposed would keep the total number at the maximum permitted for one access point.

Update: During the December 23, 2019 Planning Commission Work Session, several comments were made by Commission members regarding the project. The following is a summary of these comments and the status of how they have, or have not, been addressed:

1. Ensure compliance with Section 8.3.K.2.a. of the UDC. The exterior materials have been identified as cementitious siding, brick veneer and architecturally shingled roofs. The optional metal roof has been removed and is no longer an option. The applicant has provided percentages of materials for the facades and a color scheme on sheet C-36 for the brick veneer and cement siding.
2. Provide rear-loaded unit elevations for units 96-100. No elevations have been submitted and are required. In the response letter to staff, the applicant has explained that the elevations have not yet been developed but will share a resemblance to the "Roxbury" unit front facade. In the place of the garage will be either one or two windows.
3. Provide a landscape detail for rear-loaded units 96-100. The applicant has provided a detail which shows the extension of foundation landscaping all along the sides, fronts and rears of these units. Additionally, foundation landscaping has been extended along the sides of all other buildings. No foundation landscaping is shown in the rear of the front-loaded units. Landscape details have been provided for front-loaded units. Additional landscaping has been added to guest parking, dog park and fire pit for additional screening.
4. Reduce the area of disturbance on the northern property line to save as many existing trees as possible. The applicant has modified the amount of grading and reduced the disturbed area by approximately .4 acres and has allowed existing trees to remain. Additional landscaping has been provided along the northeastern and eastern property lines to increase the buffer from the adjacent properties.
5. It was requested that split face block not be used on the pumphouse. The applicant has altered the exterior elevations of the pumphouse and has changed the facade from split face block to a brick veneer.
6. A patio or deck shall be provided for each unit. The applicant has added patios and decks to the site plan but has not labeled their dimensions. Response letter indicates that the patios/decks will be 8’x10’.
7. The applicant was asked about whether or not two car garages were possible. The applicant has not made any changes and still proposes one car garages. 32 guest parking spaces have been provided on the site.
8. A question was raised regarding the need for a decel lane on Buckner Road. No revisions have been made.

Property Description and History: This property is located east of Main street, on the north side of Buckner Road and is the location of a City water tower. The applicant has submitted a sketch plan (SKP 551-2018) and site concept plan (SPC 707-2019) application in the past but has faced difficulties in serving utilities to the property due to topographical constraints. The former sketch plan application included the development of the entire site and proposed 163 dwelling units. The whole property is expected to be subdivided. The current proposed project only contains 28.07 acres, instead of 44.21.
The Planning Commission had requested that a Development Agreement be approved by the Board of Mayor and Alderman prior to site plan approval. On December 16, 2019 The Board of Mayor and Alderman approved a Development Agreement that addresses the proposed water system that will be used to supply water to the site. The applicant’s proposed name for the development “The Preserve at Spring Hill” and the two private roads “Preserve” and “Outlook”, have been rejected by Williamson County E-911. No new names have been submitted.

Building and Site Design: The site is designed with front-loaded townhomes that are grouped into buildings ranging from three to seven units. Lots 96-100 are rear loaded lots because of their orientation towards Buckner Road. The submitted plans show compliance with the requirements of 8.3.K.2. Townhomes will be sold under the condominium form of ownership and lots are not proposed. Primary building materials are brick and cementitious siding with architectural shingles.

Four sided architectural plans are required. No rear elevations have been provided. This has been mentioned in the ‘Update’ above and staff has requested rear elevations from the applicant.

Front-loaded units are provided with an 8’x10’ patio or deck depending on the topography. However, the patio dimensions are not shown on the site plan or any other sheet. In response to the Planning Commission comments, revised elevations have been submitted and staff finds that greater variety to the front elevations is possible and appropriate. No elevations have been submitted for the rear-loaded units and are required. Material percentages have been provided and appear to comply with the requirements of the UDC.

The property contains significant typography; including slopes of between 20-25% and exceeding 25%. Areas between 20-25% slopes are permitted one half the normal density and areas over 25% slopes receive no density allotment and are to be preserved. The applicant has provided in the site data table on Sheet C-2.0 information to show compliance with these density reductions.

Zoning: The R-6 district in the Unified Development Code specifies a minimum lot area of 2,500 square feet for townhome lots and a maximum density of 9 du/ac. Proposed density is approximately 3.5 du/ac. Minimum townhome width lot width is 22’. The application indicates that townhome units will be offered for sale as condominium units. Lots will not be platted. The maximum number of dwelling units in one building is limited to eight. A 25’ wide perimeter yard is provided. The site plan is compliant with these requirements.

Access: Access to the property is via a singular driveway on Buckner Road. The applicant is also providing a 50’ access easement and PUDE in the north-east corner of the property for the purpose of providing interconnectivity to the abutting property.

Parking: The proposed plan provides for two parking spaces per unit; one garage and one driveway space. Visitor parking is provided in four different areas of the project. The applicant is required to provide 12 guest parking spaces and is proposing 32. Driveway parking is provided for each townhome unit.

Streets and Sidewalk: The applicant is proposing to construct private streets with sidewalks on both sides. Trails are not presently proposed in the hillside common areas. The two street names “Preserve” and “Outlook” have been rejected by Williamson County. The applicant will need to submit new names to the County for their approval prior to development.

Bulk and Area Requirements: The proposal is compliant with the R-6 zoning district.

Open Space & Amenities: The City’s Unified Development Code requires townhome developments to provide a minimum of 100 sq. ft. of useable open space per dwelling unit. The applicant is providing a dog park, fire pit area and playground. The applicant has added a playground to meet the requirement for a formal recreation area.
There are also three postal pedestals spaced throughout the development to provide for centralized mail delivery. These sites are subject to USPS approval.

**Bicycle and Greenway Plan:** The applicant is proposing to construct the multi-use trail that is called for in the Bicycle and Greenway Plan along Buckner Road. However, due to existing restrictions in the Buckner Road Right-of-Way, the applicant is proposing to have the trail run north of the street and on top of the existing embankment, internal to the property. This will require a public access easement for the trail. It appears that adjustments were made to avoid any overlap with the perimeter yard.

**Neighborhood Meeting:** In accordance with Section 13.6.D.3., a project involving the construction of new townhouses on a parcel of ten acres or more require a neighborhood meeting. The applicant conducted a neighborhood meeting prior to the submittal of a site plan application and has provided staff with an area map and list of addresses within 500 feet. The applicant has provided staff with an attendance list and notes from the meeting as required. Staff has provided those documents in the packet.

**Landscaping and Buffering:** A landscape plan has been provided and exceeds the requirements for the R-6 zoning district of two trees per building. The minimum trees required are 38 (19 buildings) and the plan proposes 66 total trees. Foundation landscaping is now being provided along the front and sides of all buildings and along the fronts of the rear loaded units. No landscaping is provided on the rears of the front-loaded units. Additional landscaping has been added to guest parking, dog park and fire pit for additional screening. Due to the amount of grading near the northeastern and eastern property line, additional landscaping has been provided to increase the buffer from the adjacent property lines. Additional trees saved or undisturbed areas are shown on Sheet C3.0. However, this line does not agree with the information on Sheet L2.0. These plans need to be reconciled with the correct information. The development entrance sign shows substantial landscaping and shows compliance with the requirements of the UDC.

**Traffic Impact Study:** A traffic impact study has been submitted and staff recommends that the applicant should implement all the recommendations of the study.

**Water System:** This development poses challenges for providing adequate fire flow and domestic flow as it pertains to volume and pressures required to serve the proposed units. As mentioned above the Board of Mayor and Alderman have approved a Development Agreement that sets the process and procedure for providing water to this development. The approved agreement is attached. Construction drawings will be reviewed by staff prior to submittal to TDEC for approval.

**Summary:** The current package of plans is lacking building elevations for the rear of units. The tree protection areas on Sheet L-2 are not consistent with other plan sheets. Otherwise, it appears that city comments have been addressed.

**Recommendation:** If the Planning Commission is satisfied with building architecture shown and the lack of rear elevations, and the status of the tree preservation areas as depicted, staff recommends approval of site plan application STP 781-2019 (The Preserve at Spring Hill) subject to the following conditions:

1. The applicant shall provide a separate application for the purpose of dedicating the required right-of-way for Buckner Road, classified as an Arterial Street, in accordance with adopted Major Thoroughfare Plan. The applicant shall construct infrastructure improvements to Buckner Road as required by the Planning Commission.
2. The name “Preserve” at Spring Hill has been rejected by Williamson County. Street names “Preserve” and “Outlook” have also been rejected. The applicant will need to acquire approval for new names from the Williamson County E-911 office.
3. Fencing shown around the pump house and in other areas is subject to permitting and applicable code restrictions.
4. Foundation landscaping should be along the sides of all 19 buildings.
5. The applicant shall implement all the recommendations of the traffic study.
6. Submit rear-loaded elevations to staff for approval.
7. Approval of this site plan shall be valid for a period of three (3) years from the date of Planning Commission approval. Modification to the approved site plan may require Planning Commission Approval.
1. THE CONCERNED PROJECT IS SUBJECT TO A DEED RESTRICTION PLACING A STATIONARY KEMA ON THE PROPERTY SELECTED.
2. THE WATER LINES ARE TO BE PLACED AT THE EAST END OF THE DEVELOPMENT.
3. THE WATER LINES ARE TO BE PLACED AT THE EAST END OF THE DEVELOPMENT.
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7. THE WATER LINES ARE TO BE PLACED AT THE EAST END OF THE DEVELOPMENT.

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Explore Heathered Moss

Explore Rich Espresso

**LIST VIEW**

**STATEMENT COLLECTION™ COLORS**

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- Cobble Stone
- Navajo Beige
- Monterey Taupe

- Khaki Brown
- Timber Bark
- Pearl Gray
- Light Mist

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The Preserve at Spring Hill
Neighborhood Meeting
Attendance List

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
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<tr>
<td>Traci Semphimphelter</td>
<td>Engel &amp; Völkers, 20 Burton Hills Blvd #400</td>
</tr>
<tr>
<td></td>
<td>Nashville, TN 37215</td>
</tr>
<tr>
<td>Vilma V. Greene</td>
<td>2303 Skillman Way, TN 37214</td>
</tr>
<tr>
<td>Baron Gallimore</td>
<td>4750 Columbia Pkwy, Nashville, TN 37217</td>
</tr>
<tr>
<td>Stephen Power</td>
<td>233 Pelham Dr, Brentwood, TN 37027</td>
</tr>
<tr>
<td>Greg Summerlin</td>
<td>120 South 5th St, Nashville, TN 37203</td>
</tr>
<tr>
<td>Gregg Harris</td>
<td>503 East Iris Dr, Nashville, TN 37204</td>
</tr>
<tr>
<td>Chuck Leisure</td>
<td>507 East Iris Dr, Nashville, TN 37204</td>
</tr>
</tbody>
</table>

Meeting Date: November 12, 2019 at 10:00 am
Location: Northfield Workforce Development & Conference Center
5000 Northfield Lane, Spring Hill, Building 400, First Floor Cafeteria
The Preserve at Spring Hill
Neighborhood Meeting
Meeting Notes

Attendees were briefed on the scope of the project. A site plan was shown to everyone detailing the layout of the development and number of units. The developer spoke about the project and the fact that the units were not rentals but for sale. The home builder had color renderings of the proposed units on display for viewing.

Concerns expressed by neighbors at the meeting and via email following the meeting:
Traffic Flow
Drainage
Landscaping
Noise During Construction
Potential Blasting
Amount of Open Space in Development

The concerns were discussed in person and email responses were returned to neighbors with questions.

Meeting Date: November 12, 2019 at 10:00 am
Location: Northfield Workforce Development & Conference Center
5000 Northfield Lane, Spring Hill, Building 400, First Floor Cafeteria
Spring Hill Planning Commission Regular Meeting

TO: Spring Hill Planning Commission
FROM: Steve Foote, AICP, Planning Director
       Austin Page, Associate Planner
MEETING: January 13, 2020
SUBJECT: SPm 786-2019 (Wellspring Christian Church)

SPm 786-2019: Submitted by Barry Clark for Wellspring Christian Church. The property is located at 1001 Chapmans Crossing. The property is zoned as a Commercial PUD and contains approximately 7.37 acres. The applicant is requesting modification to the previously approved site plan (STP 620-2018). Requested by Wellspring Christian Church.

Request: The applicant requests a minor modification to the previously approved site plan to modify the driveway access to Duplex Road. The new request seeks to modify approval condition #2 from STP 620-2018 restricting access to a 'right out only' driveway and to permit full in and out turning movements to/from Duplex Road. The request offers to remove the first access drive on Chapman’s Crossing. The two other access driveways on Chapman’s Crossing shall remain as is.

Update: No new plans or information has been submitted since the December 23, 2019 work session. The proposed driveway onto Duplex Road will contain one exit and one entry lane. The applicant has addressed all staff and Planning Commission comments from the Work Session.

Property Description: This property is located at the northwest corner of Duplex Road and Chapman’s Crossings. A site plan (STP 620-2018) was approved by Planning Commission on December 10, 2018 with the following conditions:

1. Determine if plan note “FEMA Flood Boundary” should say “FEMA Floodway Boundary”? Correct as needed.
2. Access to Duplex Road shall be reconfigured as a right-out only access.
3. Site plan approval shall remain valid for a period of three (3) years, during which time all required permits shall be obtained. Modification to the approved site plan may require Planning Commission approval.
4. Although not required, it is recommended the applicant submit a traffic impact study for consideration by the City that addresses internal circulation and the necessity and justification for an entrance onto Duplex Road.

Driveway Change: The applicant has submitted a Traffic Access Study to support the proposed change. This has been forwarded to the Public Works Department for evaluation. Based on the seven items below, staff concurs that the installation of a full access driveway to Duplex Road, approximately 200 feet west of the Chapman’s Crossing and Secluded Lane intersection will have a minimal effect on the adjacent roadway network.

1. Projected low westbound volumes on Duplex Road when church services are planned would provide sufficient gaps for eastbound and southbound left turning vehicles at the proposed site access.
2. Delays and queues would be minimal on Duplex Road.
3. A full access drive would improve the church’s ability to safely manage the ingress and egress of Sunday service traffic.
4. Conflicts at the non-standard offset intersection of Secluded Lane and Chapman’s Crossing would be reduced.
5. Queues of two (2) vehicles or more in the eastbound left-turn lane would block northbound left-turning vehicles on Secluded Lane and westbound left-turning vehicles on Duplex Road.
6. A significant number of eastbound left-turning vehicles from the left turn lane at Chapman’s Crossings would be redirected to the proposed access reducing the number of vehicles conflicting with westbound left-turning vehicles from Duplex Road onto Secluded Lane and the northbound left-turning vehicles from Secluded Lane onto Duplex Road.
7. Rerouting vehicles from Chapman’s Crossing to the proposed site access would limit disruption to the existing neighborhood to the north by relieving congestion on Chapman’s Crossings.
Streets, Access and Sidewalk: The site utilizes Chapman's Crossings for vehicular access via three existing driveways. Sidewalks exist along the property's frontage on Chapman's Crossings. Currently, the church site plan approved in STP 620-2018 permits a right-out only access on Duplex Road and three access points on Chapmans Crossing. The driveway on Duplex aligns with the driveway to the south and there is a new continuous left turn lane on Duplex Road. This provides the necessary space and stacking length needed for the proposed driveway and for Chapman's Crossings. The new request asks for full in and out access from Duplex Rd. and the removal of the first access drive on Chapman's Crossing. The two other access driveways on Chapman's Crossing shall remain as is.

Parking and Loading: The site contains a total of 230 spaces which exceeds the minimum requirement of 180 spaces. Parking dimensions conform to code. Bicycle parking is provided on the site. No changes to the site are proposed.

Bicycle and Greenway Plan: The present request has no impact on the Plan.

Recommendation: Staff recommends approval of site plan modification SPm 786-2019 (Wellsprings Christian Church) subject to the following conditions:

1. The first drive on Chapmans Crossing shall be closed per the attached exhibit.
2. Approval of this site plan shall be valid for a period of three (3) years from the date of Planning Commission approval. Modification to the approved site plan may require Planning Commission Approval.
PROPOSED DRIVEWAY CLOSURE
WELLSPRINGS CHRISTIAN CHURCH
STP 787-2019: Submitted by Catalyst Design Group for the JCF Residences Headquarters. The property is located at 2210 Spedale Court, zoned C-4 and contains approximately .87 acres. The applicant is requesting site plan approval for a new 4,573-sf office building. Requested by Catalyst Design Group.

Request: The applicant proposes to construct a 4,573-sf office building that will be the headquarters for JCF Residences.

Update: The applicant has addressed all staff and Planning Commission comments from the December 23, 2019 Work Session. The following is a summary of the changes made:

1. The 15’ rear landscape buffer is now labeled on sheet C5.0 (Layout Plan).
2. The 3 street trees shown within 40’ of the overhead power centerline have been replaced with Eastern Redbuds which eliminate the conflict.
3. The location of a 3’ monument sign has been added to the plans and is further than the required minimum distance from the property line.
4. The applicant has replaced the riprap with a matting/block material that allows for turf to grow through the joins. This provides the stability and achieves the aesthetic requested by the Planning Commission.
5. A note has been added to the plans stating that the roof material will not be visible from Spedale Court.

Property Description and History: This property is located at 2210 Spedale Court, on the north side of Spedale Court. The currently vacant site is bordered by a developed commercial property to the west (C-4), vacant commercial property to the east (C-4) and Spring Hill Estates (residential) to the north (R-2).

Building and Site Design: The primary building façade materials are brick and glass with composite wood siding, trim and pre-finished metal for window panels, coping and downspouts. The roof is a low slope roof that will not be visible from the public right-of-way. The applicant has provided percentages of building façade materials that show compliance with the building material restrictions of the C-4 zoning district. The main entrance to the building is located on the south side of the building (front), with two additional doors on the north (rear) and one door on the east.

Access: The site has a single access driveway from Spedale Court. The driveway and drive aisles are shown as two-way but the site does not provide full circulation of the building. Turning templates for fire and refuse trucks have been submitted. There appears to be no issues with refuse accessing the site and enough space has been provided for proper maneuverability. Access for fire and refuse vehicles exceeds access requirements. The Fire Marshall confirms that the layout for fire apparatus access meets all applicable requirements.

Parking and Loading: The site includes 25 parking spaces, which exceeds the minimum requirement of 16 spaces for an office use. The site includes two ADA spaces, with an 8’ crosswalk to the building. All of the parking on the site is 90-degree and provides 25’ of maneuvering and drive-aisle space.

Streets and Sidewalks: A 5’ wide sidewalk is shown along Spedale Court. A 10’ sidewalk connection is shown from Spedale Court to the main entrance of the building. Two-way drive aisles comply with the required minimum width of 25’.
Landscaping and Buffering: The applicant is providing the required 10' landscape strips along internal property lines and a 15' buffer in the rear. The rear landscape buffer is larger due to the fact that a nonresidential zoning is abutting a residentially zoned district. The site is heavily landscaped and the applicant is showing substantial buffering towards the exterior of the site. Landscaping is shown around the dumpster enclosure and the foundation of the building. All landscaping appears to be in compliance with the requirements of the UDC. Street trees are not required on local streets but the applicant has provided three Eastern Redbuds along the frontage on Spedale Court. This frontage contains existing overhead powerlines and these trees are allowed to be planted no closer than 10’ from the overhead power centerlines. No existing vegetation on the site is being preserved because nothing on the site meets the minimum requirement to remain. The applicant has proposed that areas along Spedale Court shall be sodded while other areas of the site shall be seeded with a hybrid fescue seed mix.

Bulk and area requirements: The site complies with the requirements of the C-4 zoning district.

Bicycle and Greenway Plan: This project is not impacted by the Bicycle and Greenway Plan.

Recommendation: Staff recommends approval of site plan application STP 787-2019 (JCF Residential) subject to the following conditions:

6. Approval of this site plan shall be valid for a period of three (3) years from the date of Planning Commission approval. Modification to the approved site plan may require Planning Commission Approval.
### Plant Schedule

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<th>QUANTITY</th>
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<th>SPREAD</th>
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<td>E 9</td>
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### Landscape Trees

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### Concept Plant Schedule

- **AB**: 0.67 ft
- **BT**: 2.25 ft
- **CC**: 2.17 ft