ATTENTION

Due to COVID-19 and public health concerns, the Planning Commission Work Session will be held electronically. Public comments, concerns, and/or questions should be provided via email to Austin Page in the Planning Department at apage@springhilltn.org

All comments received will be forwarded to the Planning Commission following tonight’s meetings for consideration at the Planning Commission voting meeting on April 13, 2020 and will be included as a part of public record.

You can find the live video of the Planning Commission Work Session on the City’s web page www.springhilltn.org under the Video tab.

If you have any additional questions, you can contact the Planning Department at 931-486-2252 ext. 232

Regards,

City of Spring Hill, TN
A. CALL TO ORDER

B. ROLL CALL

C. CHAIRMAN COMMENTS: All items with changes for the next agenda must be resubmitted by 12:00 PM (noon) on March 30, 2020 (both paper and electronic copies).

D. PUBLIC COMMENT (NON-AGENDA ITEMS)

E. BONDS

1. PC Resolution 20-19 Release Performance Bond and establish Maintenance Bond Cherry Grove Addition Ph 7 Sec 1.
2. PC Resolution 20-20 Release Performance Bond and establish Maintenance Bond Southern Springs Ph 5 Sewer Pump Station.
3. PC Resolution 20-21 Release Maintenance Bond Crooked Creek Sec 3 Ph 1.
4. PC Resolution 20-22 Establish Maintenance Bond for Crooked Creek Sec 3 Ph 3.
5. PC Resolution 20-23 Establish Performance Bond for Crooked Creek Sec 3 Ph 3.
9. PC Resolution 20-27 Recommend to call a portion of the Performance Bonds for Kings Creek Ph 5B Sec 1 and Sec 2.

F. OLD BUSINESS

1. ZTA 788-2019: Consider approval of PC Resolution 20-18 to amend the remaining items for Articles 15 & 16 of the Unified Development Code.

G. NEW BUSINESS

1. FPA 810-2020: Submitted by Patsy Burse for 3302 Kedron Road. The properties are zoned C-4 and contain approximately 1.25 acres. The applicant requests approval of a consolidation plat to combine 3306 Kedron Road into 3302 Kedron Road. Requested by Patsy Burse.
2. **STP 812-2020**: Submitted by Crunk Engineering for 5322 Main Street. The property is zoned C-D-C and contains 0.3 acres. The applicant requests site plan approval for the conversion of a residential property to a commercial property. Requested by Adam Crunk.

3. **STP 813-2020**: Submitted by TW Frierson Contractor, Inc. for Spring Hill Industrial Park, located at the southeast corner of Beechcroft Road and Cleburne Road. The total property contains approximately 106 acres, of which, approximately 9.8 are proposed for the development site. The property is zoned I-1. The applicant requests site plan approval for a 115,000-sf industrial building. Requested by Kit Ozburn.

4. **FPL 814-2020**: Submitted by S&ME, Inc. for Harvest Point Phase 8C and 9. The property is located off Cleburne Road, zoned R-2 PUD and contains approximately 11.97 acres. The applicant requests final plat approval for 38 single-family lots. Requested by Eric McNeely.

5. **FPL 816-2020**: Submitted by WES for Crooked Creek Section 3, Phase 3. The property is located off of Port Royal Road, zoned R-2 and contains approximately 15.61 acres. The applicant requests final plat approval for 17 single-family lots. Requested by Allen O’Leary.

6. **PPL 817-2020**: Submitted by WES for Sawgrass Phase 3. Property is located off of Tom Lunn Road, zoned R-2 PUD and contains approximately 6.27 acres. The applicant requests preliminary plat approval for 22 single-family lots. Requested by Allen O’Leary.


H. OTHER BUSINESS


I. ROUND TABLE

J. ADJOURN
DATE: March 18, 2020

REQUEST: Release the performance bond and establish a maintenance bond for Cherry Grove Addition Phase 7 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 7 Section 1 in the amount of $60,940.00 in November 2017. All improvements have been constructed.
- Roads were final topped in November 2019.

PC ACTION REQUESTED:

- Approve PC Resolution 20-19 to release the performance bond and establish a maintenance bond for Cherry Grove Addition Phase 7 Section 1
RESOLUTION 20-19 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
CHERRY GROVE ADDITION PHASE 7 SECTION 1

WHEREAS, a Performance Bond is in place guaranteeing the completion of certain improvements for Cherry Grove Addition Phase 7 Section 1 in the amount of $60,940.00; 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 1/2 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 Cherry Grove Addition Phase 7 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 $60,940.00 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 $18,282.00 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 Cherry Grove Addition Phase 7 Section 1 in the amount of $18,282.00 is hereby approved.

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

Paul Downing, Chairman

Steve Foote, Secretary
CERTIFICATE OF SATISFACTORY COMPLETION

Date: 3/16/20

Don R. Cameron III

Cherry Grove Addition

Phase 7 Section 1

Development Name: Cherry Grove Addition

Phase or Section of Construction: Phase 7 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.

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

Approved By:

Thomas S. Wolf, P.E.
City of Spring Hill Engineering Dept.

Printed name
DATE: March 18, 2020

REQUEST: Release the performance bond and establish a maintenance bond for Southern Springs Phase 5 sanitary sewer pump station

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

OVERVIEW:

- A performance bond was established for Phase 5 sanitary sewer pump station in the amount of $310,442.00 in August 2019. All improvements have been constructed and functioning to city standards.
- Installation and start up was in November 2019

PC ACTION REQUESTED:

- Approve PC Resolution 20-20 to release the performance bond and establish a maintenance bond for Southern Springs Phase 5 sanitary sewer pump station
RESOLUTION 20-20 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 SOUTHERN SPRINGS PHASE 5 SANITARY SEWER PUMP STATIONS

WHEREAS, a Performance Bond is in place guaranteeing the completion of certain improvements for Southern Springs Phase 5 in the amount of $310,442.00; and

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

Installation of sanitary sewer pump station; and

WHEREAS, to date, the improvements have been completed, installation and start up was 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 Southern Springs Phase 5 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 $310,442.00 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 $93,132.00 for a minimum of twelve (12) months from date of installation and start up.

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 Southern Springs Phase 5 sanitary sewer pump station in the amount of $92,132.00 is hereby approved.

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

_______________________________
Paul Downing, Chairman

_______________________________
Steve Foote, Secretary
CERTIFICATE OF SATISFACTORY COMPLETION

Date: 2-25-2020

Pulte Homes of Tennessee
Southern Springs
Phase 5 – Sewer Pump Station

Development Name: Southern Springs
Phase or Section of Construction: Phase 5
Public Improvements: Sewer Pump Station

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 Sewer Collections Superintendent (signature)

James J. Vrdolyak
Printed name

Approved By:

City of Spring Hill Engineering Dept.

Thomas S. West
Printed name

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: March 18, 2020

REQUEST: Release the maintenance bond for Crooked Creek Section 3 Phase 1 for water, sewer, stormwater, streets and curbs

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

OVERVIEW:

- A maintenance bond was established for Crooked Creek Section 3 Phase 1 in the amount of $73,263.00 in September 2018. Binder was installed February 2019.
- Punch list items are completed and a certificate of satisfaction has been signed.

PC ACTION REQUESTED:

- Approve PC Resolution 20-21 to release the maintenance bond for Crooked Creek Section 3 Phase 1
RESOLUTION 20-21 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO RELEASE THE MAINTENANCE BOND FOR
CROOKED CREEK SECTION 3 PHASE 1

WHEREAS, a Maintenance Bond 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, storm water drainage, curbs and streets with asphalt base course, 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 Crooked Creek Section 3 Phase 1 in the amount of $73,263.00 be released.

NOW, THEREFORE BE IT RESOLVED, by the Spring Hill Planning Commission that release of the Maintenance Bond for Crooked Creek Section 3 Phase 1 in the amount of $73,263.00 is hereby approved.

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

Paul Downing, Chairman

Steve Foote, Secretary
CERTIFICATE OF SATISFACTORY COMPLETION

Date: 11/03/20
B & D Homes
Crooked Creek
Section 3 Phase 1

Development Name: Crooked Creek
Phase or Section of Construction: Section 3 Phase 1
Public Improvements: Water, sewer, stormwater, 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: March 18, 2020

REQUEST: Establish a maintenance bond and a performance bond for Crooked Creek Section 3 Phase 3

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

OVERVIEW:

- Final plat is on the April 2020 Planning Commission meeting agenda for approval.
- Developer has submitted application and corresponding documentation to establish bonds.

PC ACTION REQUESTED:

- Approve PC Resolution 20-22 to establish a maintenance bond for Crooked Creek Section 3 Phase 3
- Approve PC Resolution 20-23 to establish a performance bond for Crooked Creek Section 3 Phase 3
RESOLUTION 20-22 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO ESTABLISH A MAINTENANCE BOND FOR
CROOKED CREEK SECTION 3 PHASE 3

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 existing on 17 lots, and the repair of such should damage occur during covered period; and

WHEREAS, the following improvements are required pursuant to the Final Plat:
   Water, Sewer, Storm Water Infrastructure, Streets and Curbs, Street Signs and Street Lights; 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 $39,150.00; 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 Crooked Creek Section 3 Phase 3 in the amount of $39,150.00.

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

Paul Downing, Chairman

Steve Foote, Secretary
Utility Information Sheet

Development _____CROOKED CREEK_____

Section_3_  Phase_3_  #of lots_17_

Cost to install Utility's (Maintenance Bond)

Sewer line_____ $22,000

Water line____ $17,500

Storm Water___ $12,000 (Infrastructure)

Curbing_______ $14,000

Binder_________ $65,000

TOTAL = $130,500.00

30% OF TOTAL = $39,150.00

BOND AMOUNT = $39,150.00
RESOLUTION 20-23 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO ESTABLISH A PERFORMANCE BOND FOR
CROOKED CREEK SECTION 3 PHASE 3

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

WHEREAS, the Performance Bond is guaranteeing the construction of certain improvements on 17 lots; and

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

Sidewalks, Street Lights, Street Signs, Stormwater Surface Maintenance
and Final topping to all streets with 1½ inches of hot mix asphalt; and

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

WHEREAS, it is the recommendation of the City Engineer that a Performance Bond be established in the amount of $90,145.00; 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; and

WHEREAS, upon completion of the public improvements listed above, the Developer will be required to file a “maintenance” bond guaranteeing performance of the public improvements for a minimum of an additional one year period with the Planning Commission after the dedication and acceptance of such public improvements by the Board of Mayor and Aldermen.

NOW, THEREFORE, BE IT RESOLVED, that the Spring Hill Planning Commission approves the establishment of a Performance Bond for Crooked Creek Section 3 Phase 3 in the amount of $90,145.00.

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

Paul Downing, Chairman

Steve Foote, Secretary
Utility Information Sheet

**Development** CROOKED CREEK

**Section 3**  **Phase 3**  **# of lots 17**

Cost to install Utility’s (Performance Bond)

- **Signage** __ $750
- **Street Lights** __ $5,000
- **Storm Water Surface maintenance** __ $3,600 (to include drainage area, ditches, retention and/detention ponds, open spaces)

**30% of storm water infrastructure cost on Maintenance bond sheet**

- **Sidewalks (feet)** __ 5,200'
- **Sidewalks (cost)** __ $28,600
- **Road linear feet** __ 2,600 LF
- **Road width** __ 24'
- **Final Asphalt Topping cost** __ $44,000

**TOTAL = $81,950.00**

**10% OF TOTAL = $8,195.00**

**BOND AMOUNT = $90,145.00**
Application for Surety

<table>
<thead>
<tr>
<th>Property Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name: Crooked Creek Sect. 3 Phase 3</td>
</tr>
<tr>
<td>Phase: 3</td>
</tr>
<tr>
<td>Number of Lots Approved: 17</td>
</tr>
<tr>
<td>Surety Type: Maintenance</td>
</tr>
<tr>
<td>Posted With: Letter of Credit</td>
</tr>
<tr>
<td>Insurance Bond</td>
</tr>
<tr>
<td>Surety Amount: $</td>
</tr>
<tr>
<td>Automatic Renewal Clause included with Surety: Yes / No (Circle One)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Financial Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Financial Institution: First National Bank</td>
</tr>
<tr>
<td>Contact Person: Clay Shirley</td>
</tr>
<tr>
<td>Email: <a href="mailto:clays@firstnational.com">clays@firstnational.com</a></td>
</tr>
<tr>
<td>Address: 2230 Mercury Blvd</td>
</tr>
<tr>
<td>City, State, Zip: Murfreesboro, TN 37129</td>
</tr>
<tr>
<td>Phone Number: (615) 794-4200</td>
</tr>
<tr>
<td>Fax Number:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Owner/Developer or Representative: A-1 Home Builders, Inc.</td>
</tr>
<tr>
<td>Address: 2020 Pin Oak Pkwy, TN 37069</td>
</tr>
<tr>
<td>City, State, Zip: Franklin, TN 37069</td>
</tr>
<tr>
<td>Phone Number: (770) 281-9917</td>
</tr>
<tr>
<td>Fax Number:</td>
</tr>
</tbody>
</table>

Action Request

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

- [ ] 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:

Applicant Signature: [Signature] Date: 3/3/20

City Staff Signature: [Signature] Date:
DATE: January 27, 2020

REQUEST: Establish a maintenance bond and a performance bond for Harvest Point Phase 8C and Phase 9

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

OVERVIEW:

- Final plat is on the April 2020 Planning Commission meeting agenda for approval.
- Developer has submitted application and corresponding documentation to establish bonds.

PC ACTION REQUESTED:

- Approve PC Resolution 20-24 to establish a maintenance bond for Harvest Point Phase 8C and Phase 9
- Approve PC Resolution 20-25 to establish a performance bond for Harvest Point Phase 8C and Phase 9
RESOLUTION 20-24 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO ESTABLISH A MAINTENANCE BOND FOR
HARVEST POINT PHASE 8C AND PHASE 9

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 existing on 38 lots, and the repair of such should damage occur during covered period; and

WHEREAS, the following improvements are required pursuant to the Final Plat:
Water, Sewer, Storm Water Infrastructure, Streets and Curbs, Street Signs and Street Lights; 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 $548,622.00; 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 Harvest Point Phase 8C and Phase 9 in the amount of $548,622.00.

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

Paul Downing, Chairman

Steve Foote, Secretary
Utility Information Sheet

Development ____ HARVEST POINT ____

Phase_8C & 9__  #of lots_38__

Cost to install Utility's (Maintenance Bond)

Sewer line____ $800,807 ________________

Water line____ $265,411 ________________

Storm Water____ $535,233 ________________
(Infrastructure)

Curbing______ $24,150 ________________

Binder_______ $203,139 ________________

TOTAL = $1,828,740

30% OF TOTAL = $548,622.00

BOND AMOUNT = $548,622.00
RESOLUTION 20-25 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO ESTABLISH A PERFORMANCE BOND FOR
HARVEST POINT PHASE 8C AND PHASE 9

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

WHEREAS, the Performance Bond is guaranteeing the construction of certain improvements on 38 lots; and

WHEREAS, the following improvements are required pursuant to the Final Plat: Sidewalks, Street Lights, Street Signs, Stormwater Surface Maintenance and Final topping to all streets with 1 ½ inches of hot mix asphalt; and

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

WHEREAS, it is the recommendation of the City Engineer that a Performance Bond be established in the amount of $197,285.00; 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; and

WHEREAS, upon completion of the public improvements listed above, the Developer will be required to file a “maintenance” bond guaranteeing performance of the public improvements for a minimum of an additional one year period with the Planning Commission after the dedication and acceptance of such public improvements by the Board of Mayor and Aldermen.

NOW, THEREFORE, BE IT RESOLVED, that the Spring Hill Planning Commission approves the establishment of a Performance Bond for Harvest Point Phase 8C and Phase 9 in the amount of $197,285.00.

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

Paul Downing, Chairman

Steve Foote, Secretary
Utility Information Sheet

Development: HARVEST POINT

Phase: 8C & 9  # of lots: 38

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signage</td>
<td>$750</td>
</tr>
<tr>
<td>Street Lights</td>
<td>$18,000</td>
</tr>
<tr>
<td>Storm Water Surface maintenance</td>
<td>$33,000</td>
</tr>
<tr>
<td>(to include drainage area, ditches, retention and/detention ponds, open spaces)</td>
<td></td>
</tr>
<tr>
<td>** 30% of storm water infrastructure cost on Maintenance bond sheet</td>
<td></td>
</tr>
<tr>
<td>Sidewalks (feet)</td>
<td>3,380'</td>
</tr>
<tr>
<td>Sidewalks (cost)</td>
<td>$67,600</td>
</tr>
<tr>
<td>Road linear feet</td>
<td>1,795 LF</td>
</tr>
<tr>
<td>Road width</td>
<td>30'</td>
</tr>
<tr>
<td>Final Asphalt Topping cost</td>
<td>$60,000</td>
</tr>
</tbody>
</table>

TOTAL = $179,350.00

10% OF TOTAL = $17,935.00

BOND AMOUNT = $197,285.00
**Application for Surety**

<table>
<thead>
<tr>
<th>Property Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Name:</strong></td>
<td>Harvest Point</td>
</tr>
<tr>
<td><strong>Phase:</strong></td>
<td>BC &amp; G</td>
</tr>
<tr>
<td><strong>Number of Lots Approved:</strong></td>
<td>38</td>
</tr>
<tr>
<td><strong>Number of Lots Remaining:</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>Surety Type:</strong></td>
<td>X Maintenance, Performance, Restoration</td>
</tr>
<tr>
<td><strong>Posted With:</strong></td>
<td>___ Letter of Credit, Performance Bond, Insurance Bond, Cash</td>
</tr>
<tr>
<td><strong>Surety Amount:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Expiration Date:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Automatic Renewal Clause Included with Surety:</strong></td>
<td>(Circle One)</td>
</tr>
<tr>
<td><strong>Purpose of Surety:</strong></td>
<td>Water, Sewer, Stormwater Infrastructure, Streets &amp; Curbs</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Financial Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Financial Institution:</strong></td>
<td>Liberty Mutual Insurance, Surety #: 23643</td>
</tr>
<tr>
<td><strong>Contact Person:</strong></td>
<td>Jim Huine</td>
</tr>
<tr>
<td><strong>Email:</strong></td>
<td><a href="mailto:jim.huine@libertymutual.com">jim.huine@libertymutual.com</a></td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>175 Brakely Street</td>
</tr>
<tr>
<td><strong>City, State, Zip:</strong></td>
<td>Boston, MA, 02116</td>
</tr>
<tr>
<td><strong>Phone Number:</strong></td>
<td>(617) 357-9500</td>
</tr>
<tr>
<td><strong>Fax Number:</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Owner/Developer or Representative:</strong></td>
<td>Lennar Homes of Tennessee, LLC</td>
</tr>
<tr>
<td><strong>Address:</strong></td>
<td>381 Mallory Station Dr 200, Attn: Kevin Sturgill</td>
</tr>
<tr>
<td><strong>City, State, Zip:</strong></td>
<td>Franklin, TN 37069</td>
</tr>
<tr>
<td><strong>Phone Number:</strong></td>
<td>(615) 465-4328</td>
</tr>
<tr>
<td><strong>Fax Number:</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Action Request**

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

- [X] 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:**

__________________________
Applicant Signature
3/6/2020

__________________________
City Staff Signature
Date
DATE: March 18, 2020
REQUEST: Establish a performance bond for Sawgrass Walking Trail
SUBMITTED BY: Thomas S. Wolf, P.E. – City Engineer

OVERVIEW:

- Final plat for Sawgrass Phase 1 Section 2 was approved on the November 2019 Planning Commission meeting agenda.
- A walking trail crosses Phase 1 Section 2 but has not been completed to date.
- Developer has submitted application and corresponding documentation to establish the bond.

PC ACTION REQUESTED:

- Approve PC Resolution 20-26 to establish a performance bond for Sawgrass Walking Trail
RESOLUTION 20-26 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO ESTABLISH A PERFORMANCE BOND FOR
SAWGRASS WALKING TRAIL

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

WHEREAS, the Performance Bond is guaranteeing the construction of certain improvements in Phase 1 and Phase 3; and

WHEREAS, the following improvements are required pursuant to the Final Plat:
   8' wide paved walking trail, 170' in length; and

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

WHEREAS, it is the recommendation of the City Engineer that a Performance Bond be established in the amount of $4,675.00; 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; and

WHEREAS, upon completion of the public improvements listed above, the Developer will be required to file a "maintenance" bond guaranteeing performance of the public improvements for a minimum of an additional one year period with the Planning Commission after the dedication and acceptance of such public improvements by the Board of Mayor and Aldermen.

NOW, THEREFORE, BE IT RESOLVED, that the Spring Hill Planning Commission approves the establishment of a Performance Bond for Sawgrass Walking Trail in the amount of $4,675.00.

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

Paul Downing, Chairman

Steve Foote, Secretary
Utility Information Sheet

Development SAWGRASS – WALKING TRAIL

Cost to install Utility's (Performance Bond)

Trail feet 170’

Trail width 8’

Final cost $4,250

TOTAL = $4,250.00

10% OF TOTAL = $425.00

BOND AMOUNT = $4,675.00
### Application for Surety

<table>
<thead>
<tr>
<th>Property Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Project Name:</strong> Sawgrass Walking Trail</td>
</tr>
</tbody>
</table>
| **Phase:** Phase 1  
**Section:** Section 2 |
| **Number of Lots Approved:**  
**Number of Lots Remaining:** |
| **Surety Type:** X Performance  
Maintenance  
Restoration |
| **Posted With:**  
Letter of Credit  
Performance Bond  
Insurance Bond  
Cash |
| **Surety Amount:** $  
Expiration Date: / /  |
| **Automatic Renewal Clause Included with Surety:** Yes / No (Circle One) |
| **Purpose of Surety:** |

<table>
<thead>
<tr>
<th>Financial Information</th>
</tr>
</thead>
</table>
| **Name of Financial Institution:**  
**Contact Person:**  
**Email:**  
**Address:**  
**City, State, Zip:**  
**Phone Number:** ( )  
**Fax Number:** ( ) |

<table>
<thead>
<tr>
<th>Contact Information</th>
</tr>
</thead>
</table>
| **Name of Owner/Developer or Representative:** Lennar Homes of Tennessee, LLC  
**Address:** 381 Mallory Station Road, Suite 200  
**City, State, Zip:** Franklin, TN 37067  
**Phone Number:** (615) 465-4330  
**Fax Number:** ( ) |

### Action Request

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

- [X] 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:**

With construction of houses on both sides of the trail, the developer would like to install the entire walking trail at the same time (See Overall Master Plan)

---

**Applicant Signature**  
**Date**  
**City Staff Signature**  
**Date**
DATE: March 18, 2020
REQUEST: Recommendation to call a portion of the bonds for Kings Creek Phase 5B Section 1 and Section 2
SUBMITTED BY: Thomas S. Wolf, P.E. - City Engineer

OVERVIEW:

- Kings Creek Phase 5B Section 1 and Section 2 was walked in April 2019 for bond releases. A punch list was developed and sent to the developer (Shaw Enterprises, LLC) at that time.
- Part of the list of repairs has been completed with the exception of areas of curb repair in front of lots 102 and 103.
- The developer has been sent multiple inquiries of when the curb would be fixed. Tom Wolf also met onsite with the developer to discuss.
- To date, the curb repairs have not been made.
- Section 1 currently has a performance bond in place in the amount of $4,950.00. Section 2 currently has a maintenance bond in place in the amount of $38,325.00 and a performance bond in place in the amount of $32,780.00.
- It is the recommendation of City staff to pull $1,200 of the bonds currently in place to repair the curbs by City efforts.

PC ACTION REQUESTED:

- Approve PC Resolution 20-27 to call a portion of the bonds for Kings Creek Phase 5B Section 1 and Section 2
RESOLUTION 20-27 OF THE
PLANNING COMMISSION
OF THE CITY OF SPRING HILL, TENNESSEE

A RESOLUTION TO RECOMMEND A PORTION OF THE PERFORMANCE BONDS FOR KINGS CREEK PHASE 5B SECTION 1 AND PHASE 5B SECTION 2 BE CALLED

WHEREAS, performance bonds are currently in place for said development and sections in the amount of $4,950.00 for Section 1; $32,780.00 for Section 2; and

WHEREAS, the sections have been 80% built out, a punch list was developed and delivered to the developer (Shaw Enterprises, LLC) in April 2019 and to date, the developer has not made noted repairs to curbing; and

WHEREAS, the City Engineer has allowed ample time and sent multiple notifications to the developer for said repairs; and

WHEREAS, it is the recommendation of the City Engineer that a portion of the Performance Bonds for Kings Creek Phase 5B Sections 1 and 2 be called to offset the cost of curb repairs by the City.

NOW, THEREFORE BE IT RESOLVED, by the Spring Hill Planning Commission that calling of a portion of the Performance Bonds for Kings Creek Phase 5B Sections 1 and 2 in the total amount of $1,200.00 is hereby recommended to the Spring Hill Board of Mayor and Aldermen.

Passed and adopted this 13th day of April, 2020

______________________________
Paul Downing, Chairman

______________________________
Steve Foote, Secretary
TO: Spring Hill Planning Commission

SUBMITTED BY: Chip Moore, P.E., Infrastructure Director

DATE: March 18th, 2020

RE: PC Resolution 20-18: Spring Hill UDC Chapters 15 and 16

ADDITIONAL DOCUMENTS REQUIRED: UDC Chapters 15 and 16

PURPOSE:
To review Chapters 15 and 16 of the Unified Development Code (UDC) for draft clarifications and review of design standards.

REQUEST: UDC Comments and Recommended Edits from Public Works

BACKGROUND:
The City of Spring Hill developed the UDC to create a single 'unified' location for development regulations within the City. This effort was completed in August 2018 and has been used and applied by staff since that time. The Planning Department has recently processed several amendments to the regulations. Public Works staff has now prepared a set of proposed regulation revisions, related to public infrastructure, that are intended to improve and better protect the city. Several items were approved in at the March 9th voting meeting with these five items removed for continued discussion. Staff is requesting Planning Commission review and consideration of the proposed changes.

The remaining requested changes are due to issues witnessed in the field or during plan review. Significant changes include as-built surveys to be required before the asphaltic base course is permitted to be installed and erosion control and drainage items have been updated to better follow the current TDEC Construction General Permit. These suggestions would significantly provide assurances that final products in areas where roads are designed at 1% or less are installed in the correct location and elevation, reducing the issue of ponding on final topping, manhole heights being set at elevations to cause drainage issues, and erosion along ponds and swales.

STAFF RECOMMENDATION:
Public Works Staff requests Planning Commission review, comment and approve the suggested attached edits. Article 15 and 16 are part of the UDC Subdivision Regulations and are subject to Planning Commission review.
Item 1  Article 15.9 Drainage and Stormwater Sewers – Part A.3

Issue & Recommendation:

Inspection of pipe after installation that is over five feet is difficult to inspect. Pipe can shift under loading. This addition will protect inspectors and allow them to ensure the pipe is installed correctly.

Existing Code:

All underground stormwater conveyances will be inspected by the City to ensure proper installation prior to acceptance by the City. All DVD recording, or other electronic format acceptable to the City, and inspection must be performed by the developer for verification.

Proposed Code Addition Incorporating Public Comments:

All underground stormwater conveyances will be inspected by the City to ensure proper installation prior to acceptance by the City. All DVD recording, or other electronic format acceptable to the City, and inspection must be performed by the developer for verification by the City.

Prior to installation of the binder coarse of asphalt, under roads built at 1% or less, any run of pipe between structures that has any part of any joint of pipe with over five (5) feet of cover will be verified with a TV inspection and a copy given to the City for review and approval. Video inspections will verify correct joint construction, review for damages, and manufactures’ installation specifications to review that the finished product is acceptable. All installations shall conform to the manufacturer’s installation requirements.

Item 2  Article 15.9 Drainage and Stormwater Sewers – Part I.6

Issue & Recommendation: To further clarify measures to ensure compliance with the MS4 (Municipal Separate Storm Sewer System) Permit that City has with TDEC (Tennessee Dept of Conservation); staff recommends adding an item g to assist with compliance of slopes in detention ponds where and other areas where seed and straw do not adequately perform. Staff recommends the following addition:

Proposed Code Addition Incorporating Public Comments:

g. All basins, trap embankments, swales, perimeter dikes, and permanent slopes steeper or equal to 3:1 shall be stabilized with sod or other approved stabilization measures, within seven (7) calendar days of establishment. Extensions may be approved by the inspector due to weather. All areas disturbed outside of the perimeter sediment control system must be minimized and
stabilized immediately. Maintenance must be performed as necessary to ensure continued stabilization. Re-stabilization or over-seeding may be required as determined by the City.

Item 3  Article 15.9 Drainage and Stormwater Sewers – Part I.11

Issue & Recommendation:

Staff has to spend a significant amount of additional time and effort to determine how best to correct issues due to the incorrect placement of drainage structures, sanitary sewer, etc. To correct these issues after binder is in place, houses are occupied, landscaping is in place and school is in session amongst other issues is costly, time consuming and frustrating to citizens. Staff recommends with this addition, it would as-builts to be done and verified prior to binder being in place to allow for adjustments to be made without all the additional situations that arise to have it corrected in a more efficient and less costly manner. Staff recommends the following addition:

Proposed Code Addition Incorporating Public Comments:

d: All stormwater sewer improvements under roads constructed at 1% slope or less shall be as built surveyed for verification and a letter provided by the engineer before base stone is applied.

Item 4  Article 15.11 Sanitary Sewer Facilities Part J.4

Issue & Recommendation: Staff has to spend a significant amount of additional time and effort to determine how best to correct issues due to the incorrect placement of drainage structures, sanitary sewer, etc. To correct these issues after binder is in place, houses are occupied, landscaping is in place and school is in session amongst other issues is costly, time consuming and frustrating to citizens. Staff recommends with this addition, it would as-builts to be done and verified prior to binder being in place to allow for adjustments to be made without all the additional situations that arise to have it corrected in a more efficient and less costly manner. Staff recommends the following addition:

Existing Code:

Manhole castings shall be at final topping grade exposing only enough casting to accommodate thickness of final asphalt wearing course. Acceptable materials to adjust manhole castings to fit the grade of the asphalt surface wearing course consists of metal riser ring adjusters or approved equals; brick, grout, or precast adjusters are not allowed.

Proposed Code Change Incorporating Public Comments:

Manhole castings shall be at final topping grade exposing only enough casting to accommodate thickness of final asphalt wearing course. Acceptable materials to adjust manhole castings to fit the grade of the asphalt surface wearing course consists of metal riser ring adjusters or approved equals; brick, grout, or precast adjusters are not allowed. Manhole rim elevation on roads of 1% or less slope shall be surveyed and verified by the engineer and a letter confirming the design sent to the City prior to installation of roadway base stone.
Item 5 Article 16.5.B.5 – Right of Way Design – Right of Way Surfacing

**Issue and Recommendation:** Staff has to spend a significant amount of additional time and effort to determine how best to correct issues due to the incorrect placement of drainage structures, sanitary sewer, etc. To correct these issues after binder is in place, houses are occupied, landscaping is in place and school is in session amongst other issues is costly, time consuming and frustrating to citizens. Staff recommends with this addition, it would as-builts to be done and verified prior to binder being in place to allow for adjustments to be made without all the additional situations that arise to have it corrected in a more efficient and less costly manner. Staff recommends the following addition:

**Existing Code:**

The asphalt binder course must be installed to grade with the stormwater catch basins, manhole castings, or other castings within the roadway as to allow proper surface water drainage prior to installation of the asphalt concrete surface course. The asphaltic concrete wearing course must be installed within three years after the final plat is recorded, unless waived by the Planning Commission.

**Proposed Code Change Incorporating Public Comments:**

The asphalt binder course shall not be installed on roads of 1% or less prior to performing an as-built survey. This survey shall locate all other infrastructure including curb within the roadway and a letter provided by the engineer confirming it is installed at the proper location and grade. The asphalt binder course must be installed to grade with the stormwater catch basins, manhole castings, or other castings within the roadway as to allow proper surface water drainage prior to installation of the asphalt concrete surface course. The asphaltic concrete wearing course must be installed within three years after the final plat is recorded, unless waived by the Planning Commission.
PC RESOLUTION 20-18

A RESOLUTION TO ADOPT REVISIONS TO ARTICLE 15 REQUIRED PUBLIC IMPROVEMENTS AND BONDS, AND ARTICLE 16 RIGHT-OF-WAY DESIGN AND ACCESS MANAGEMENT, OF THE CITY OF SPRING HILL UNIFIED DEVELOPMENT CODE

WHEREAS, the City of Spring Hill staff reviewed the current city’s development regulations to recommend revisions to clarify five sections in Articles 15 and 16; and,

WHEREAS, pursuant to TCA 13-4-301 through 13-4-310(a), et seq, Municipal Planning, authority is granted to the Municipal Planning Commission to adopt regulations governing the subdivision of land and development regulations related thereto; and,

WHEREAS, the subject regulations will facilitate the harmonious and orderly development of land within the city and provide for the proper improvement of public right-of-ways and other required infrastructure; and,

NOW, THEREFORE BE IT RESOLVED, that the City of Spring Hill Planning Commission hereby adopts the amendments to Articles 15 and 16 as attached hereto in Exhibit A, inserting, repealing, and replacing portions of the existing Subdivision Regulations within Article 15 and 16 as shown. The adopted amendments shall become effective upon adoption by the Planning Commission.

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

_______________________
Paul Downing, Chair

_______________________
Steve Foote, Secretary
FPA 810-2020: Submitted by Patsy Burse for 3302 Kedron Road. The properties are zoned C-4 and contain approximately 1.25 acres. The applicant requests approval of a consolidation plat to combine 3306 Kedron Road into 3302 Kedron Road. Requested by Patsy Burse.

Property Description and History: This property is located at the corner of Main Street and Kedron Road (3302 Kedron Road). The property addressed 3302 Kedron Road contains approximately .75 acres, while 3306 Kedron Road contains approximately .5 acres. The combined properties contain approximately 1.25 acres. The properties are zoned C-4, General Commercial District. The current use on the property is an antique shop and the previous use was a used car lot.

Discussion: The current configuration of the two properties places a property line along the east side of the existing building. Staff received a request recently to add an accessory building on the site. Because of the property line and the site being comprised of two properties, the request was not able to be approved. Consolidation of the two properties will remove the property line and resolve the setback issue and provide more areas for the accessory building.

Analysis: This a simple consolidation plat that combines two parcels both owned by Patsy Burse. No changes are being made to the site, with the exception of a storage shed to be placed on the newly combined property. Surrounding properties will not be impacted in anyway. By definition, a subdivision is an action that creates two or more lots. Article 17.4 also provides for the Administrative review of a consolidation plat. Because this is the first consolidation plat processed under the UDC staff is bringing it to the Planning Commission. Future requests will be processed administratively.

Summary: The applicant has discussed the consolidation plat with staff. The items listed below need to be addressed prior to the submittal for Revision Deadline #2 (March 30, 2020).

1. Provide a scale for the plat.
2. Remove the certificate block for septic approval.
3. Remove the certificate block for E-911.
4. Using the same page dimensions, enlarge the drawing.
5. Provide the Map and Tax Parcel Number, current address, and property owner name and address separately for each property. Add a note that the address of 3302 Kedron Road will be retained for the site.
6. Add a note in reference to the current property line between the sites, that says; “Property line to voided and vacated by the recording of this plat.”
PATSY L. BURSE
COMBINATION PLAT

The purpose of this Final Plat is to COMBINE TRACT 1 (PARCEL 2.02) AND TRACT 2 (PARCEL 3.00) INTO LOT 1.

All being the property of Patsy L. Burse at 3302 Kedron Road, Spring Hill, TN 37174, being recorded in Deed Book R2047, Page 1249 in the Register's Office of Maury County, Tennessee. Being Parcel 2.02 on Tax Map 28 and Parcel 3.00 on Tax Map 28A. Located on the East side of US Highway 31 and on the South side of Kedron Road and in the Third (3RD) Civil District of Maury County, Tennessee, being shown more accurately hereon:

CERTIFICATE OF OWNERSHIP AND EASEMENT

I hereby certify that the property shown and described herein is as recorded in Deed Book R2047, Page 1249 and that I (we) hereby adopt this plan of subdivision without any further consent.

Date: ___________ Owner: PATSY L. BURSE

SPECIAL FLOOD HAZARD AREA

This property is not in an area designated as a "SPECIAL FLOOD HAZARD AREA" according to F.S.M.A. Community Panel Number 47110320895 dated ________.

CERTIFICATE OF SURVEY ACCURACY

I hereby certify, to the best of my knowledge and belief, that this is a true and accurate survey of the property shown herein. Plats (k) is a class "B" Land Survey as defined in Title 62, Chapter 20, Tennessee Code Annotated, and that the scale of projection is 1"=100'.00' (1/100' Scale Line).

Date: ___________ Registered Land Surveyor: [Name]

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been recorded in accordance with current local and Government requirements or a sufficient bond or other surety have been filed to guarantee said installation.

Date: ___________ Register of Deeds: [Name]

SPECIAL FLOOD HAZARD AREA

This property is designated as a "SPECIAL FLOOD HAZARD AREA" according to F.S.M.A. Community Panel Number 47110320895 dated ________.

CERTIFICATE OF SURVEY ACCURACY

I hereby certify, to the best of my knowledge and belief, that this is a true and accurate survey of the property shown herein. Plats (k) is a class "B" Land Survey as defined in Title 62, Chapter 20, Tennessee Code Annotated, and that the scale of projection is 1"=100'.00' (1/100' Scale Line).

Date: ___________ Registered Land Surveyor: [Name]

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been recorded in accordance with current local and Government requirements or a sufficient bond or other surety have been filed to guarantee said installation.

Date: ___________ Register of Deeds: [Name]

E-911 APPROVAL

This is to certify that the plat has been recorded and complies with Maury County E-911 Program.

Date: ___________ E-911 Director: [Name]

CERTIFICATE OF SEWER APPROVAL

This is to certify that the sewage system outlined on the plat shown hereon has been installed in accordance with current local and Government requirements or a sufficient bond or other surety have been filed to guarantee said installation.

Date: ___________ Superintendent Spring Hill Sewer Dept.

CERTIFICATE OF SEPTIC APPROVAL

I hereby certify that the sewage system outlined on the plat shown hereon has been installed in accordance with current local and Government requirements or a sufficient bond or other surety have been filed to guarantee said installation.

Date: ___________ Superintendent Spring Hill Sewer Dept.

PUBLIC WAYS OR BOND POSTING

I hereby certify, (1) that the subdivision plat shown hereon has been filed to comply with the City of Spring Hill Subdivision Regulations, and the exception of such variances, if any, as are noted in the minutes of the planning commission, and (2) that this has been approved by recording in the Office of the County Register.

Date: ___________ City Engineer: [Name]

CERTIFICATE OF APPROVAL FOR RECORDING

This property is not in an area designated as a "SPECIAL FLOOD HAZARD AREA" according to F.S.M.A. Community Panel Number 47110320895 dated ________.

CERTIFICATE OF SURVEY ACCURACY

I hereby certify, to the best of my knowledge and belief, that this is a true and accurate survey of the property shown herein. Plats (k) is a class "B" Land Survey as defined in Title 62, Chapter 20, Tennessee Code Annotated, and that the scale of projection is 1"=100'.00' (1/100' Scale Line).

Date: ___________ Registered Land Surveyor: [Name]

CERTIFICATE OF APPROVAL FOR RECORDING

This property is not in an area designated as a "SPECIAL FLOOD HAZARD AREA" according to F.S.M.A. Community Panel Number 47110320895 dated ________.
Spring Hill Planning Commission Work Session

TO: Spring Hill Planning Commission
FROM: Steve Foote, AICP, Planning Director
       Austin Page, Associate Planner
MEETING: March 23, 2020
SUBJECT: Residential Conversion – Downtown – STP 812-2020 (5322 Main Street)

STP 812-2020: Submitted by Crunk Engineering for 5322 Main Street. The property is zoned C-D-C and contains 0.3 acres. The applicant requests site plan approval for the conversion of a residential property to a commercial property. Requested by Adam Crunk.

Request: The applicant proposes to convert a former residence into a retail commercial property.

Property Description and History: This property is located at 5322 Main Street. The current building was recently vacated and was previously used as a residence. The Spring Hill Historic Commission believes that this structure is historically significant to the City of Spring Hill. All surrounding properties share the same C-D-C zoning.

Historic Commission: This item was presented before the Historic Commission on March 5, 2020. Even though the subject property is not on the National Register of Historic Places or the City’s list of Historically-Significant Properties, it was suggested by Commissioner Legendre that the proposal should go before the Historic Commission due to its age. According to the Historic Commission, the home was built by Dr. Gorham Wing between the years of 1825 – 1835. It is perhaps the oldest standing home in Spring Hill and Dr. Wing is buried in the Spring Hill Cemetery. The members of the Historic Commission provided the following comments and concerns:

1. The extension of the parking lot in relationship to the historic home. The proposed parking lot is parallel to the home and not set behind it.
2. Advised other materials for the parking lot to be explored to lower the long-term impact on the property, as compared to blacktop.
3. Aesthetic of the site. The location of the garbage pad is concerning and additional landscaping should be used to block the view of the parking lot from Main Street.
   a) At the time of this meeting, the garbage pad was shown on the south side of the building. Since then, the intent is to have the garbage pad at the rear (east) of the site and out of view.
4. A wrap around drive would not be ideal for this property.
5. There may be additional concerns regarding fire codes and overall safety with the existing proposal.

Access: The site is currently accessible via a single one-lane access driveway from Main Street. The applicant will need to obtain a driveway permit through TDOT prior to construction and all drive and sidewalk slope approaches must meet TDOT standards. The driveway is proposed to be widened and drive aisles are two-way with a width of 24’. Staff has discussed the subject of shared and cross access with adjoining properties with the applicant. The applicant has indicated that adjacent property owners are not willing to provide cross access or to share a driveway to Main Street. Templates for fire, refuse and/or delivery trucks have not been submitted. The Fire Marshal will need to confirm that the design for fire apparatus access meets all applicable requirements.

Streets and Sidewalks: There is an existing 5’ wide sidewalk along Main Street and a sidewalk that connects the building to the sidewalk along Main Street. Two-way drive aisles are shown as 24’ and the minimum is 25’.

Building and Site Design: The applicant is not proposing any changes to the exterior of the building and has provided pictures of the existing building. The building materials are not labeled but the façade appears to be composed of siding
that has been recently painted yellow and brick veneer. The main entrance to the building is located on the south side of the building, adjacent to the parking lot. There are two additional doors on the west (front) and one door on the east.

No dumpster is being proposed for the site. However, the applicant has explained to staff that for a number of sites along main street, rollout trash cans are used. These cans are not rolled out to the street and are housed to the rear of the site. Waste Management will pick up the trash using a standard pickup truck and the site appears to provide more than enough space to properly turnaround and prevents the need to back up into Main Street. The cans will be housed on an existing covered porch located at the rear (east) of the building. The applicant will need to provide the city with something in writing from Waste Management approving his type of refuse collection. Bicycle parking has been provided but appears to restrict pedestrian access.

**Lighting:** No additional lighting is being proposed and the applicant intends to use the four (4) existing lights on the building. A photometric plan has been provided and is in compliance with the requirements of the UDC.

**Parking and Loading:** The site includes 7 parking spaces, which exceeds the minimum requirement of 5 spaces for a retail use. The site includes one ADA space, with a proposed pedestrian path the building. Within the C-D district parking is prohibited in the front yard. All of the parking on the site is shown as 90°. Staff suggests that the driveway be reduced by at least two feet to provide separation between vehicles and the rear wing of the building.

**Landscaping and Buffering:** The applicant is showing three types of shrubs and a total of four (4) Red Maple trees along the northern and eastern property lines. The most northwestern tree on the property is mislabeled as “SP” and has a total amount of nine (9). The tree is shown as the same symbol as the other Red Maple trees but the applicant will need to verify and correct the landscape plan. A few existing trees are to remain on the site. Along the southern property line, there is a row of trees and existing vegetation that lies between the two properties. Majority of the vegetation is on the neighboring property and shall remain. Aerial and street view photos have been provided. A variety of five (5) types of shrubs are shown along the foundation of the building adjacent to Main Street and the parking lot. Additional landscaping is needed along the three eastern parking spaces located at the rear of the site. Even though there is an existing tree and a new tree shown, staff recommends additional landscaping to the west of the first parking stall to provide more of a buffer from Main Street. There is no requirement for the number of on-site trees in the C-D districts. However, one tree per 35’ linear feet is required along any arterial street. A list of recommended street tree species can be found in Appendix A of the UDC.

**Utilities:** The site is currently served by City of Spring Hill Water and Sewer. The applicant must install RP backflow due to the property transitioning from a residential to commercial use.

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

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

**Summary:** The applicant met with staff to discuss the site plan on March 11, 2020. The following items shall be addressed prior to the submittal for Revision Deadline #2 (March 30, 2020):

1. Provide a narrative of the existing building materials.
2. Talk with Fire Department to confirm that access is compliant.
3. Add bike parking to parking requirements under the site data table.
4. Building must install RP backflow due to it going to commercial vs residential status.
5. The requirement for a two-way drive aisle is 25’.
6. The applicant will need to provide a narrative of the refuse collection and a letter from Waste Management approving his type of collection.
7. Add Plant Schedule to Landscape Plan (L1.0).
8. Street trees are required along Main Street. Along an Arterial Street, one tree per 35’ linear feet is required. A list of recommended street tree species can be found in Appendix A of the UDC. Fully screen parking from Main Street.
9. Refuse collection shall only be provided by vehicles that do not back into Main Street.
10. For this site plan approval to be valid and prior to any construction, an approved TDOT Drive permit will be required to improve the existing access at this location, all drive and sidewalk slope approaches must meet TDOT standards.
11. Provide a cross section along the proposed driveway.
12. Provide a 2' green space between the rear wing of the building and the driveway.
13. The applicant must install RP backflow due to the property transitioning from a residential to commercial use.
OVERHEAD POWER

CDC ZONING

EXISTING TREE TO REMAIN

20' OFFSET

CDC ZONING

EXISTING SHRUB TO REMAIN

CDC ZONING

PARCEL: 060036B A 08500

ZHONED CDC

PARCEL: 060036B A 08500

ZHONED CDC

EXISTING TREE TO REMAIN

SITE STATISTICS:

ZONING - CDC

1. INTERIOR TREES REQUIRED - NONE

2. STREET TREES REQUIRED:

   1. PER 35 FT FROM EXISTING TREES: 3 REQUIRED

   PROVIDED:

   1. RESIDENTIAL CONIFEROUS (SHRUBS) (1 CREDIT)

5. FOUNDATION PLANTING REQUIRED:

   SHRUBS @ 3 OC, ALONG 50% OF FRONT FACE AND ALONG FACADE PAVING AREA

   165 SQ. FT OF FACADE + 60 = 225.4 SQ. FT = 33 SHRUBS REQUIRED

   PROVIDED:

   35 SHRUBS @ 3 OC, ALONG FRONT AND SOUTH WEST FACADES

3. FOUNDATION PLANTING REQUIRED:

   PERIMETER LANDSCAPE REQUIRED:

   15' MINIMUM WIDTH ALONG REAR YARD:

   33 SHRUBS

   PROVIDED:

   1. PRESERVED ACES SACCHARUM (1.0 CREDIT)

   33 SHRUBS

4. CANOPY TREES @ 40 OC

   PROVIDED:

   5 CANOPY TREES

5. PLANT DIVERSITY REQUIRED:

   50% MAX. PER VARIETY, MIN. 4 VARIETIES

   7 TREES - 10% MAX. PER VARIETY, MIN. 4 VARIETIES

NOTES:

1. ALL DISTURBED AREAS WITHIN THE LIMITS OF THE PROJECT ARE TO BE SOILED WITH NURSERY GROWN FINE-SLADED FESCUE SEED.

2. REFER TO SHEET L.2 FOR ADDITIONAL NOTES.

3. REFER TO SHEET L.2 FOR ADDITIONAL NOTES.
NO CHANGES ARE PROPOSED FOR THE EXTERIOR OF THE BUILDING
Spring Hill Planning Commission Work Session

TO: Spring Hill Planning Commission
FROM: Steve Foote, AICP, Planning Director
Austin Page, Associate Planner
MEETING: March 23, 2020
SUBJECT: STP 813-2020 (Spring Hill Industrial Park)

**STP 813-2020:** Submitted by TW Frierson Contractor, Inc. for Spring Hill Industrial Park, located at the southeast corner of Beechcroft Road and Cleburne Road. The total property contains approximately 106 acres, of which, approximately 9.8 are proposed for the development site. The property is zoned I-1. The applicant requests site plan approval for a 115,000-sf industrial building. Requested by Kit Ozburn.

**Request:** The applicant has submitted a request for site plan approval for an industrial building on the southeast corner of Beechcroft and Cleburne Road. The development site fronts on Cleburne Road approximately 1,700’ south of Beechcroft Road.

**Property Description and History:** This property is located at the corner of Beechcroft Road and Cleburne Road. The entire property is undeveloped and contains approximately 106.6 acres but this application is only for the disturbance of 9.85 acres. The proposed development site only fronts on Cleburne Road, with approximately 700’ of road frontage. A site plan concept was reviewed by the Planning Commission at the February 24, 2020 Work Session and was withdrawn by the applicant prior to the March 9, 2020 Regular Meeting.

**Zoning:** The I-1 district in the Unified Development Code specifies a minimum lot area of 10,000-sf, minimum lot width of 100’, maximum building height of 50’ and a maximum impervious surface of 80%. The submitted site plan adheres to all of these requirements.

**Bulk and Area Requirements:** The proposal is compliant with these requirements of the I-1 zoning district. No subdivision of the property is proposed at this time.

**Access:** Access to the property is via two driveways on Cleburne Road. The applicant is showing the current right-of-way line and the proposed property line with the 37.5’ of right-of-way dedication required for a Collector Street. Neither driveway is aligned with the Faurecia driveway to the west. The proposed off-set of 168’ does not meet the minimum distance between driveways required by 16.5.D.3. and the off-set needs to be addressed.

**Building and Site Design:** The proposed building is 115,500-sf and is 550’ in length. The proposed building has a height of 37’ and uses variations of tilt-up concrete wall panels on the façade. Buildings with facades over 150 feet in length must incorporate wall projections or recesses, or changes in wall plane a minimum of two feet in depth a maximum of every 75 linear feet. Vertical panels and other architectural elements have been added to provide a change in the wall plane as required but the wall projections are shown as 10”. The applicant will need to increase the projections to meet the 2’ minimum. This pattern is provided on the west (front), north and south (sides) elevations. Primary materials include tilt up concrete wall panels and metal canopies are provided over entrances. Article 6.4.B of the UDC states that no more than 60% of the wall area may be constructed of tilt-up concrete panels. Currently, tilt-up concrete panels account for 100% of the wall area and will need to be reduced unless modified by the Planning Commission acting as the Design Review Commission. The applicant has provided examples of other industrial buildings in the area and is requesting Planning Commission approval for the elevations as shown.

The plans show the location for the dumpster enclosure on the rear of the building, but no detail has been provided to verify compliance. A 16’ access drive is shown at the end of the northern drive which leads west to a pump house and storage tank for fire protection. Public Works Staff and the Fire Marshal have discussed the proposed method of fire protection. The applicant has provided examples of other industrial buildings in the area and is requesting Planning Commission approval for the elevations as shown.
protection and the sprinkler system with the applicant. General acceptance of the systems proposed have been accepted, however, full details will be required prior to permitting. No building elevations or details have been provided for the pump house or the storage tank. A monument sign is shown in the 10' landscape setback on the south side of the north driveway.

**Landscaping and Buffering:** The applicant has provided a substantial amount of landscaping on the site. A single row of plantings and trees are provided on the outer edges of the driveways and extend along the north and south side of the development site. Foundation plantings and trees are provided along the front of the building and parking lot islands meets the 60% maximum outlined in the UDC.

Street trees are provided along Cleburne Road and are currently located in the right of way. These trees will need to be shifted out of the right-of-way and into the 10' landscape setback. Additional street trees will be required along the entire property frontage on Cleburne Road and Beechcroft Road once developed. A single row of plantings is provided along the front (western) side of the parking lot and has 20 additional trees. These additional trees are not necessarily needed in this location due to the street trees and should be moved to the rear (east) of the site where there is currently no landscaping provided. The applicant has also provided a single row of plantings on the western side of the detention pond for additional screening.

**Parking:** The proposed plan provides 102 total parking spaces, which includes 5 ADA spaces and 97 regular spaces. The concept plan provided 100 total parking spaces. Wheel stops have been provided for the parking spaces that front Cleburne Road and a 7' sidewalk with curb has been provided along the building. Five bike racks have been provided and are located off the sidewalk for appropriate use and access of the sidewalk. Details of the bike racks have not been provided and will need to be added to the details sheet. Bike racks must be powder coated or coated with a PVC material in accordance to Articles 10.4 and 10.7 of the UDC.

**Streets and Sidewalk:** The applicant is proposing two 25' wide driveways off of Cleburne Road. The parking lot drive is also shown at 25'. A 7' sidewalk is shown along the entrance of the building with a 7' sidewalk connecting the sidewalk to the building entrances. A 5' sidewalk will be required along the property frontage on Cleburne Road and Beechcroft Road. The applicant is proposing to provide a fee in lieu for the 5' sidewalk along Cleburne Road adjacent to the development. Per the applicant, the development team would like to continue discussions regarding future sidewalks with the City of Spring Hill. The development team is coordinating with Public Works to understand the in-lieu fee sidewalk program and has been advised that it is subject to Planning Commission approval.

**Bicycle and Greenway Plan:** The city's Bicycle and Greenway Plan includes a multi-use trail along the western side of Cleburne Road and the northern side of Beechcroft Road. Neither of these is applicable to the subject site.

**Traffic Impact Study:** The applicant has submitted a traffic impact study with the site plan application to assess any necessary off-site roadway improvements and to identify the roadway design for this development. Public Works is currently reviewing the traffic study.

**Utilities:** A tank system is proposed for fire protection. Details have been provided and the Fire Department has given preliminary approval for this system. No detail has been provided for the pump house or the water tank.

**Summary:** The applicant met with staff to discuss the site plan on March 11, 2020. The following items shall be addressed prior to the submittal for Revision Deadline #2 (March 30, 2020):

1. The applicant is seeking to pay a fee in lieu for the 5' sidewalk required along Cleburne Road for the frontage of the development site. The applicant is requesting to construct or pay a fee in lieu for future sidewalks required along Cleburne Road and Beechcroft Road during future applications.
2. Occupant shall provide an approved water tank and fire pump for fire sprinklers and firefighting purposes. The entire system shall meet or exceed all city requirements prior to permitting. All private fire hydrants shall be factory painted silver.
3. Must show bore & jack under roadway for the new water main connections.
4. Engineer will need to coordinate with the Water Dept. on needed changes for the domestic, irrigation and fire line layout.
5. Article 6.4.B of the UDC states that no more than 60% of the wall area may be constructed of tilt-up concrete panels. Currently, tilt-up concrete panels account for 100% of the wall area and will need to be reduced unless modified by the Planning Commission acting as the Design Review Commission.
6. Buildings with facades over 150 feet in length must incorporate wall projections or recesses, or changes in wall plane a minimum of two feet in depth a maximum of every 75 linear feet. Vertical panels and other architectural elements have been added to provide a change in the wall plane as required but the wall projections are shown as 10". The applicant will need to increase the projections to meet the 2' minimum.
7. Staff suggests moving the trees located in the parking lot perimeter landscaping to the rear of the site along the back of the asphalt.
8. The proposed off-set of 168' does not meet the minimum distance between driveways required by 16.5.D.3. and the off-set needs to be addressed.
9. A single row of plantings is provided along the front (western) side of the parking lot and has 20 additional trees. These additional trees are not necessarily needed in this location due to the street trees and should be moved to the rear (east) of the site where there is currently no landscaping provided.
1. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

2. The landscape contractor shall verify all quantities prior to the commencement of work. All required records shall be submitted to the owner for review.

3. Only engineered plans will be accepted. Plants that are not properly marked will not be accepted.

4. All plant materials shall be erected by a professional landscape contractor who shall be responsible for the installation of all plant materials.

5. Water features shall be placed with caution to prevent damage to existing features.

6. All plant materials shall be placed with caution to prevent damage to existing features.

7. The landscape contractor shall verify all quantities prior to the commencement of work. All required records shall be submitted to the owner for review.

8. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

9. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

10. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

11. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

12. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

13. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

14. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

15. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

16. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

17. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

18. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

19. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

20. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

21. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

22. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

23. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

24. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

25. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

26. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

27. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

28. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

29. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

30. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

31. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

32. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

33. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

34. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

35. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

36. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

37. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

38. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

39. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

40. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

41. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

42. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

43. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

44. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

45. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

46. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

47. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

48. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

49. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.

50. The landscape contractor shall verify the location of all utilities prior to the commencement of work. All required records shall be submitted to the owner for review.
EXAMPLES OF EXISTING BUILDINGS NEARBY
Spring Hill Planning Commission Work Session

TO: Spring Hill Planning Commission
FROM: Steve Foote, AICP, Planning Director
Austin Page, Associate Planner
MEETING: March 23, 2020
SUBJECT: FPL 814-2020 (Harvest Point Phase 8C & 9)

**FPL 814-2020**: Submitted by S&ME, Inc. for Harvest Point Phase 8C and 9. The property is located off Cleburne Road, zoned R-2 PUD and contains approximately 11.97 acres. The applicant requests final plat approval for 38 single-family lots. Requested by Eric McNeely.

**Property Description and History**: This property is located within the Harvest Point development and is west of Phases 8A and 8B, which are the most north portions of the development that abut Cleburne Ave. This current phase is for 38 single-family lots and a common space.

**Discussion**: In August of 2016, the Board of Mayor and Aldermen approved a request to rezone the parent tract, containing more than 473 acres, from R-2 to Planned Unit Development (PUD 199-2016) in order to allow for a mixed-use development of single-family homes, townhomes, and a live-work village with nonresidential uses. In October of 2016, the Planning Commission approved a final development plan (PUD 254-2016) for a portion of the overall PUD to include 557 single-family lots, 234 townhome lots, and the village square. This area of the project boundary is adjacent to Spring Hill Middle School and a creek traverses the west side of the property.

A preliminary plat for Phase 8B and Phase 9 (PPL 645-2019) containing 55 lots was approved by the Planning Commission on March 11, 2019. The approval was subject to the following conditions:

1. Submit landscape plan for Cleburne Road buffer to match phases to the south.
2. A detailed technical review of the construction plans is in process in advance of forwarding same to TDEC for their review and approval.
3. Incorporate on preliminary plat and construction plans and construct new ADA ramp(s) with truncated domes in accordance with new detail (one ramp per corner).
4. Preliminary plat approval shall remain valid for a period of three (3) years, during which time the applicant/developer shall obtain all necessary permits, complete all applicable improvements, and submit final plat applications for review and approval.
5. Modifications to the preliminary plat may require Planning Commission approval prior to submittal of a final plat application.

A final plat for a portion of Phase 8B was approved by Planning Commission on September 9, 2019. That approval included 17 of the 35 single-family lots (in Phase 8B) from the preliminary plat (PPL 645-2019) and was named Harvest Point Phase 8B, Section 1. The remaining 18 lots are included in this plat for Phase 8C and Phase 9. All applicable conditions listed above have been addressed. Condition #1 was addressed on the final plat for Phase 8B (FPL 737-2019).

**Streets and Sidewalks**: The applicant proposes an extension of local street Ewell Farm Drive with a 50' dedicated right-of-way and two local roads interior to the property (Emerald Field Circle and Sassafras Court) that provide 50' of dedicated right-of-way. The applicant is providing 5' sidewalks on both sides of the proposed streets.

**Landscaping and Buffering**: The landscape plan submitted during preliminary plat approval provided street trees and a landscape buffer along the northern property boundary. All landscaping per the master plan and preliminary plat shall be installed.
Bulk and Area: This proposal is compliant with the minimum bulk and area requirements of the City's PUD provisions and the master development plan approved for the project.

Bicycle and Greenway Plan: The Harvest Point PUD master plan proposes almost 4.5 miles of internal trails to provide for internal multi-modal circulation and connections outside of the neighborhood, particularly to the Spring Hill Middle School. These phases do not include any of these trails.

Summary: The applicant met with staff to discuss the final plat on March 11, 2020. The following items shall be addressed prior to the submittal for Revision Deadline #2 (March 30, 2020):

1. Label the “Front” on the corner lot of the detail.
2. All landscaping shown on the Master Plan for street trees and a buffer along the school shall be installed prior to the issuance of a certificate of occupancy for residential lots.
FPL 816-2020: Submitted by WES for Crooked Creek Section 3, Phase 3. The property is located off of Port Royal Road, zoned R-2 and contains approximately 15.61 acres. The applicant requests final plat approval for 17 single-family lots. Requested by Allen O’Leary.

**Property Description and History:** The property is located east of Port Royal Road and north of Rice Road. A concept plan for this project was approved in 2015 and Phase 1 received preliminary plat and final plat approval in 2015 and 2016, respectively. A neighborhood concept plan was approved for Section 3, by the Planning Commission, on June 12, 2017 (NCP 362-2017). The Planning Commission approved a preliminary plat (PPL 740-2019) on September 9, 2019 with the following conditions:

1. Extend sidewalks across Lot 98.
2. A plan for the removal of the hammerhead will be determined prior to final plat approval.
3. Preliminary plat approval shall remain valid for a period of three (3) years, during which time the applicant/developer shall obtain all necessary permits, complete all applicable improvements, and submit final plat applications for review and approval.
4. Modifications to the preliminary plat may require Planning Commission approval prior to submittal of a final plat application.
5. The Right-of-Way dedication for Rice Road shall occur with final plat recording.

**Streets and Sidewalk:** Internal, local streets are shown with 50’ of ROW. Five-foot-wide sidewalks are proposed on both sides of the new streets. Per staff’s request, the applicant has labeled Lot 97 as not buildable until the extension of Cyril Drive into the adjacent property and full access is achieved along the entire property line. A temporary hammerhead turn around has been provided in OS-F, which is subject to Fire Department review and approval. The application indicates that the developer/HOA will be responsible for removing the hammerhead turn around. A clear plan for removing this feature should be determined prior to final plat approval.

**Bicycle and Greenway Plan:** The applicant has provided a 20’ public access easement along Crooked Creek for the future construction of a multi-use trail. Trail construction has not been required on prior phases of Crooked Creek.

**Bulk and Area Requirements:** All proposed lots are shown to be compliant with the minimum criteria of the underlying R-2 zoning district for area and setbacks. No lot is less than 10,000 square feet.

**Buffers and Landscaping:** No landscape buffering is required for this section.

**Summary:** The applicant met with staff to discuss the final plat on March 11, 2020. The following item shall be addressed prior to the submittal for the Revision Deadline #2 (March 30, 2020).

1. A bond shall be provided to the Public Works Department for the removal of the temporary fire department turn around.
TO: Spring Hill Planning Commission
FROM: Steve Foote, AICP, Planning Director
Austin Page, Associate Planner
MEETING: March 23, 2020
SUBJECT: PPL 817-2019 (Sawgrass Phase 3)

PPL 817-2020: Submitted by WES for Sawgrass Phase 3. Property is located off of Tom Lunn Road, zoned R-2 PUD and contains approximately 6.27 acres. The applicant requests preliminary plat approval for 22 single-family lots. Requested by Allen O’Leary.

Property Description and History: This property is located off of Tom Lunn Road, northwest of the intersection of Tom Lunn Road and Port Royal Road.

The BOMA denied a rezoning request in September, 2016, (RZN 239-2016) to rezone the property to R-4, High Density Residential, with 174 single family residential lots (approval was recommended by the Planning Commission).

In April 2017, the BOMA approved the Sawgrass PUD (RZN 300-2017), which was favorably recommended by the Planning Commission. The current zoning designation of the subject property is R-2, PUD.

In January 2018, the BOMA approved an amendment (Ord. 18-03) to the Sawgrass PUD (PUD 414-2017) subject to the conditions below. The request was favorably recommended by the Planning Commission.

PUD 414-2017: Submitted by Anderson, Delk, Epps & Associates, Inc. for property located at 4455 Tom Lunn Rd. The property is zoned R-2, Medium Density Residential, PUD and contains approximately 5.28 acres. The applicant requests approval for a modification to a previously approved PUD.

Staff Conditions:
1. The developer shall be responsible for construction of the privacy fence along the northern property line, behind lots 11 through 23 and the activity/play space.
2. The developer shall pay a fee in lieu of bike lane improvements along the project frontage on Tom Lunn Road.
3. A walking path shall be added between Lots 8 and 9 to access open space.
4. Lot 179 shall be eliminated.

Alderman Fitterer made a motion to approve PUD 414-2017 with staff conditions. Motion Seconded by Commissioner Hepp. Motion passed 6/0.

Commissioner Hepp made a motion to amend motion to add a condition #4. Motion seconded by Alderman Fitterer. Motion passed 6/0.

Commissioner Hepp made a motion to amend motion to add a condition #5. Motion seconded by Mayor Rick Graham. Motion passed 6/0. Staff condition #1 was deleted and conditions #4 and #5 added above became #3 and #4.

In August 2019, The Planning Commission approved ADM 710-2019. This minor amendment approval revised the street design and reduced the number of residential lots by 8.

The surrounding land use and zoning is as follows:

North: Vacant, R-5, Residential District (Apartments); Single-family residential, Agricultural District
South: Vacant (The Cove), R-2, Medium Density Residential District
East: Vacant, Agricultural District
West: Single-family residential, R-2 Planned Unit Development

**Streets and Sidewalks:** All internal streets are public with 50’ R/W. A 5’ sidewalk is shown on both sides of Watson Court, Faldo Drive and Mickelson Way.

**Tom Lunn Road:** The City retained a consultant engineer to prepare construction plans for the widening of Tom Lunn Road. The construction plans have been completed and are undergoing minor refinements to finalize for bidding construction work. City staff will be presenting updated cost estimates for the project to the Board of Mayor and Aldermen to request budget appropriations to cover the cost of temporary construction easement acquisition and construction and related costs including utility relocation and CEI services to be used in combination with developer contributions received from developers along Tom Lunn Road. The developer of Sawgrass was among those developers that advanced the payment of Adequate Facilities Tax funds to be utilized to cover in part the cost of the project creating a public-private partnership approach to funding the widening project.

Depending upon funding appropriations from the Board of Mayor and Aldermen, the City will move forward initially with acquiring temporary construction easements and then will move forward with bidding and contractor selection to initiate construction of the widening project. It is anticipated depending upon funding and easement acquisition that the widening project could begin in FY2020-21.

**Bulk and Area Requirements:** The lots proposed in Phase 3 conform with the minimum lot area and yard and bulk requirements for the R-2, PUD.

**Phasing Plan:** The preliminary plat does match the phasing outlined on the Master Development Plan. The applicant has expressed to staff that during the engineering, the sanitary sewer that is being installed during Phase 2 bisects Phase 3. The phasing line between Phases 3 & 4 was has been shifted to make Phase 3 more of a straight corridor. A purpose note has been added to the preliminary plat to identify which lots changed phases. It’s important to note that the lots removed from Phase 3 have been added to Phase 4 and all lots included in both phases are a part of both preliminary plat applications.

**Open Space and Amenities:** This phase includes a large open space (OS-1) and a walking trail. Under the old development regulations many paths were approved at 5’ wide. The width of the trail in Phase 3 is not labeled. The multi-use trail in Phase 1 was shown as 5’ in width. Staff discussed this with the applicant and they agreed to widen the path to 8’. The path in Phase 1 feeds into Phase 3. Additionally, the trail in Phase 3 was originally designed as a loop around a detention area. The current plans remove the loop in favor of a single link. If the current design is approved staff recommends that the trails be a minimum of 8-10’ wide.

**Bicycle and Greenway Plan:** This Phase of Sawgrass is not impacted by the Bicycle and Greenway Plan. However, the Sawgrass PUD fronts on Tom Lunn Road which is designated as a bike lane route in the Bicycle and Greenway Plan. The design plans prepared by the City for the widening of Tom Lunn Road do not include provisions for a bike lane primarily due to the need to minimize disturbance along the right-of-way corridor and in response to requests from residents located along Tom Lunn Road to preserve the rural character of the road. Staff does not recommend bike lane improvements. Internal multiuse trails are shown in the southwestern corner of the PUD.

**Summary:** The applicant met with staff to discuss the preliminary plat on March 11, 2020. The following items shall be addressed prior to the submittal for Revision Deadline #2 (March 30, 2020):

1. Rename plan sheets from “Site Plan” to “Construction Documents”.
2. Width of the trail should be a minimum of 8’ to match Phase 1. 10’ is preferred.
3. In the site data table, the minimum required setbacks are 7.50’ interior side and 10’ corner side. Please update.

PPL 817-2020 (Sawgrass Ph. 3) ws
4. The applicant will need to coordinate with the USPS regarding centralized mail delivery. A location(s) will need to be added to the preliminary plat.

5. All open space improvements shall be constructed prior to final plat recording.

6. Preliminary plat approval shall remain valid for a period of three (3) years, during which time the applicant/developer shall obtain all necessary permits, complete all applicable improvements, and submit final plat applications for review and approval.

7. Modifications to the preliminary plat may require Planning Commission approval prior to submittal of a final plat application.
MINOR REVISION TO MASTER PLAN

PHASE 2

PHASE 1
UNDER CONSTRUCTION

PHASE 3
PHASE 4

FYLOD STUDY NOTE:

FLOOD STUDY NOTE:

P. U. D. E. NOTE:

WARNING UTILITY LINES:

TYPICAL CORNER LOT

TYPICAL LOT LAYOUT

GRAPHIC SCALE
PPL 818-2020: Submitted by WES for Sawgrass Phase 4. Property is located off of Tom Lunn Road, zoned R-2 PUD and contains approximately 11.12 acres. The applicant requests preliminary plat approval for 59 single-family lots. Requested by Allen O'Leary.

Property Description and History: This property is located off of Tom Lunn Road, northwest of the intersection of Tom Lunn Road and Port Royal Road.

The BOMA denied a rezoning request in September, 2016, (RZN 239-2016) to rezone the property to R-4, High Density Residential, with 174 single family residential lots (approval was recommended by the Planning Commission).

In April 2017, the BOMA approved the Sawgrass PUD (RZN 300-2017), which was favorably recommended by the Planning Commission. The current zoning designation of the subject property is R-2, PUD.

In January 2018, the BOMA approved an amendment (Ord. 18-03) to the Sawgrass PUD (PUD 414-2017) subject to the conditions below. The request was favorably recommended by the Planning Commission.

PUD 414-2017: Submitted by Anderson, Delk, Epps & Associates, Inc. for property located at 4455 Tom Lunn Rd. The property is zoned R-2, Medium Density Residential, PUD and contains approximately 5.28 acres. The applicant requests approval for a modification to a previously approved PUD.

Staff Conditions:
1. The developer shall be responsible for construction of the privacy fence along the northern property line, behind lots 11 through 23 and the activity/play space.
2. The developer shall pay a fee in lieu of bike lane improvements along the project frontage on Tom Lunn Road.
3. A walking path shall be added between Lots 8 and 9 to access open space.
4. Lot 179 shall be eliminated.

Alderman Fitterer made a motion to approve PUD 414-2017 with staff conditions. Motion Seconded by Commissioner Hepp. Motion pass 6/0.

Commissioner Hepp made a motion to amend motion to add a condition #4. Motion seconded by Alderman Fitterer. Motion passed 6/0.

Commissioner Hepp made a motion to amend motion to add a condition #5. Motion seconded by Mayor Rick Graham. Motion passed 6/0. Staff condition #1 was deleted and conditions #4 and #5 added above became #3 and #4.

In August 2019, The Planning Commission approved ADM 710-2019. This minor amendment approval revised the street design and reduced the number of residential lots by 8.

The surrounding land use and zoning is as follows:

North: Vacant, R-5, Residential District (Apartments); Single-family residential, Agricultural District
South: Vacant (The Cove), R-2, Medium Density Residential District  
East: Vacant, Agricultural District  
West: Single-family residential, R-2 Planned Unit Development

**Streets and Sidewalks:** All internal streets are public with 50’ R/W. A 5’ sidewalk is shown on both sides of Southwind Drive, Faldo Drive, Mickelson Way and Irwin Way.

**Tom Lunn Road:** The City retained a consultant engineer to prepare construction plans for the widening of Tom Lunn Road. The construction plans have been completed and are undergoing minor refinements to finalize for bidding construction work. City staff will be presenting updated cost estimates for the project to the Board of Mayor and Aldermen to request budget appropriations to cover the cost of temporary construction easement acquisition and construction and related costs including utility relocation and CEI services to be used in combination with developer contributions received from developers along Tom Lunn Road. The developer of Sawgrass was among those developers that advanced the payment of Adequate Facilities Tax funds to be utilized to cover in part the cost of the project creating a public-private partnership approach to funding the widening project.

Depending upon funding appropriations from the Board of Mayor and Aldermen, the City will move forward initially with acquiring temporary construction easements and then will move forward with bidding and contractor selection to initiate construction of the widening project. It is anticipated depending upon funding and easement acquisition that the widening project could begin in FY2020-21.

**Bulk and Area Requirements:** The lots proposed in Phase 4 conform with the minimum lot area and yard and bulk requirements for the R-2, PUD.

**Phasing Plan:** The preliminary plat does match the phasing outlined on the Master Development Plan. The applicant has expressed to staff that during the engineering, the sanitary sewer that is being installed during Phase 2 bisects Phase 3. The phasing line between Phases 3 & 4 was has been shifted to make Phase 3 more of a straight corridor. A purpose note has been added to the preliminary plat to identify which lots changed phases. It’s important to note that the lots removed from Phase 3 have been added to Phase 4 and all lots included in both phases are a part of both preliminary plat applications.

**Open Space and Amenities:** This phase does not include any additional open space, trails or amenities.

**Bicycle and Greenway Plan:** This Phase of Sawgrass is not impacted by the Bicycle and Greenway Plan. However, the Sawgrass PUD fronts on Tom Lunn Road which is designated as a bike lane route in the Bicycle and Greenway Plan. The design plans prepared by the City for the widening of Tom Lunn Road do not include provisions for a bike lane primarily due to the need to minimize disturbance along the right-of-way corridor and in response to requests from residents located along Tom Lunn Road to preserve the rural character of the road. Staff does not recommend bike lane improvements. Internal multi use trails are shown in the southwestern corner of the PUD.

**Summary:** The applicant met with staff to discuss the preliminary plat on March 11, 2020. The following items shall be addressed prior to the submittal for Revision Deadline #2 (March 30, 2020):

1. Rename plan sheets from “Site Plan” to “Construction Documents”.
2. In the site data table, the minimum required setbacks are 7.50’ interior side and 10’ corner side. Please update.
3. The applicant will need to coordinate with the USPS regarding centralized mail delivery. A location(s) will need to be added to the preliminary plat.
4. Preliminary plat approval shall remain valid for a period of three (3) years, during which time the applicant/developer shall obtain all necessary permits, complete all applicable improvements, and submit final plat applications for review and approval.
5. Modifications to the preliminary plat may require Planning Commission approval prior to submittal of a final plat application.
PRELIMINARY PLAT - PHASE 4