SPRING HILL
MUNICIPAL PLANNING COMMISSION
REGULAR MEETING MINUTES
MONDAY JUNE 8, 2020
5:30 P.M.

A. CALL TO ORDER

Chairman Paul Downing called the meeting to order at 5:34 PM.

B. ROLL CALL

Members Present: Chairman Paul Downing, Alderman Matt Fitterer, Alderman Vincent Fuqua, James Golias, and Jared Cunningham. Vice Chairman Paula Hepp and Brent Legendre were not present.

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

C. CHAIRMAN COMMENTS: Audience members wishing to speak to an agenda item will have the opportunity to speak at the beginning of the agenda and will have five minutes to address the Planning Commission. No rebuttal remarks are permitted. If you have any comments regarding agenda and non-agenda items, please submit your public comments to PCPublicComment@springhilltn.org

D. PUBLIC COMMENT (NON-AGENDA ITEMS)

No public comment.

E. PUBLIC COMMENT (AGENDA ITEMS)

No public comment.

F. Approval of Meeting Minutes from the May 11, 2020 Regular Meeting of the Planning Commission.

Alderman Fitterer made a motion to approve the May 11, 2020 Regular Meeting Minutes. Motion seconded by James Golias. Motion to approve the minutes passed 5-0.

G. APPROVAL OF THE AGENDA

Alderman Fitterer made a motion to approve the Agenda. Motion seconded by James Golias. Motion to approve the Agenda passed 5-0.

H. CONSENT AGENDA

1. PC Resolution 20-33 Release Maintenance Bond Harvest Point Ph 5C.
2. PC Resolution 20-34 Release Perf Bond and establish Maintenance Bond Derryberry Estates Sec 4.
4. PC Resolution 20-36 Dedication of Road ROW and Public Improvements at Firestone Complete Auto Care.
5. PC Resolution 20-37 Release Maintenance Bond Firestone Complete Auto Care.
6. PC Resolution 20-38 Dedication of Road ROW and Public Improvements in Kings Creek Ph 5B Sec 1.
7. PC Resolution 20-39 Release Performance Bond Kings Creek Ph 5B Sec 1.

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8. PC Resolution 20-40 Dedication of Road ROW and Public Improvements in Kings Creek Ph 5B Sec 2.
9. PC Resolution 20-41 Release Maintenance Bond Kings Creek Ph 5B Sec 2.
10. PC Resolution 20-42 Release Performance Bond Kings Creek Ph 5B Sec 2.
11. PC Resolution 20-43 Dedication of Road ROW and Public Improvements in 2848 & 2850 Hurt Road.
12. PC Resolution 20-44 Release Maintenance Bond 2848 & 2850 Hurt Road.

Alderman Fitterer made a motion to approve the Consent Agenda with all staff associated conditions of approval. Motion seconded by James Golias. Motion to approve the Consent Agenda passed 5-0.

I. OLD BUSINESS

1. **FPL 802-2020**: Submitted by Civil Site Design Group for Phase 1A of the Wilkerson Place PUD. The planned unit development is located on Buckner Lane and contains approximately 91 acres. The applicant requests final plat approval for 16 lots. Requested by Jonathan Jones of Crescent Homes.

   **Recommendation**: Staff recommends approval of final plat application FPL 802-2020 (Wilkerson Place Phase 1A) subject to the following conditions:

   1. Regarding all forms of bonds or letters of credit proposed for this development, the final plat will not be signed by the city until all infrastructure required for Phase 1A has been installed, bonded, or approved by Letter of Credit, to the satisfaction of the City of Spring Hill.
   2. The applicant shall provide a fee in lieu of public improvement for the center turn lane, deceleration lane, and sidewalk to be constructed, the valuation of which shall be as determined by the City Engineer. The fee in lieu of improvement shall be memorialized with the approval of a Development Agreement between the applicant and the City of Spring Hill outlining the responsibilities of the applicant and the City, and that the fees paid by the applicant are to be utilized by the City for the Buckner Lane widening project. If the applicant utilizes a letter of credit for financial surety, the Board of Mayor and Aldermen will be required to approve that form of surety.
   3. City staff with concurrence from the applicant will initiate an amendment to the approved PUD to remove the condition of approval for the installation of a temporary traffic signal at Spring Station Drive to allow the $70,000 to $80,000 estimated installation cost for the temporary signal to instead be utilized toward the installation of the permanent traffic signal and other related improvements for the Buckner Lane widening project.
   4. All landscaping associated with this phase must be installed or bonded prior to recording of this plat. That includes common areas and around townhome units.
   5. A new road name for Thornhill Drive will need to be selected and reserved. All road and alley names need to be approved by Williamson County E-911 and added to the plat prior to recording.
   6. The prior condition of both the Final Master Plan and preliminary plat requiring Traffic Calming has not been addressed. The final plat will not be recorded until a plan for addressing Traffic Calming has been presented to and approved by the Planning Commission. Construction plans previously approved will be revised as necessary to incorporate traffic calming measures.
   7. Provided that the Final Plat is recorded within one (1) year, approval shall remain valid for a total period of five (5) years from the date of approval, during which time the applicant/developer shall obtain all necessary permits and commence construction. If not signed by the city and recorded within one (1) year the plat expires and is voided.

Alderman Fitterer made a motion to defer final plat application FPL 802-2020 until a Development Agreement and PUD Amendment are approved by the Board of Mayor and Alderman. Motion seconded by Alderman Faqua. Motion to defer passed 5-0.

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2. **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 176,400-sf industrial building. Requested by Kit Ozburn.

**Recommendation**: Staff recommended approval of site plan application STP 813-2020 (Spring Hill Industrial Park) subject to the following conditions:

1. Tilt-up concrete panels account for more than 60% of the façade on each elevation and the pump station. With the approval of STP 813-2020 the Design Review Commission grants approval of the building elevations and exterior façade materials as shown on the Architectural plans submitted.
2. A dedication plat is required for the dedication of right-of-way for Beechcroft Road and Cleburne Road prior to the issuance of building permits for vertical construction.
3. A turn lane template needs to be added to the plans submitted for building permits that shows a Tower 2 fire truck fully able to negotiate the site to the satisfaction of the Fire Marshal.
4. Future phases submitted for site plan review by the Planning Commission will likely require a revised TIS, which may require additional right-of-way improvements, including, but not limited to, left turn and decel lanes.
5. Phase 1 will be required to provide through access to future phases and interconnectivity will be expected throughout the entire 106-acre site. Driveway access points to Beechcroft Road and Cleburne Road will be scrutinized to minimize curb cuts on these roadways.
6. Approval of this site plan shall be valid for a period of three (3) years from the date of Planning Commission approval. Modification to the approved site plan may require Planning Commission Approval.

Alderman Fitterer made a motion to approve site plan application STP 813-2020 with six (6) staff conditions of approval. Motion seconded by James Golas. Motion to approve passed 6-0.

J. **NEW BUSINESS**

1. **FPL 829-2020**: Submitted by Wilson & Associates for Southern Springs Phase 1 & 2. Property is zoned R-4. The applicant is requesting to modify the approved final plat by revising the location of the stub-out for the connection to the future Phase 7. Requested by Joey Wilson.

**Recommendation**: Staff recommended approval of final plat application FPL 829-2020 (Modification Southern Springs Phase 1 & 2 ROW) subject to the following conditions, as noted below:

1. Note #1 shall be revised to say “DEDICATE” and not “DEDICATED” prior to recording.
2. If the new roadway does not meet the 30” minimum of cover over the existing line, plans for lowering the waterline will need to be reviewed and approved by the City of Spring Hill Public Works Department and TDEC prior to construction.
3. Construction plans and details for the proposed roadway connecting to Phase 7 will need to be submitted to and approved by the Public Works Department prior to construction. The curve at the connection of Phase 1/2 to Phase 7 shall be modified to the satisfaction of the City Engineer prior to recording.
4. A left turn lane will be provided in the median along Southern Springs Parkway. The design of the turn lane and stacking length is to be included in the plans submitted in #3 above for Public Works approval.
5. Match lines need to be added to sheet 2 of the final plat.
6. Provided that the Final Plat is recorded within one (1) year, approval shall remain valid for a total period of five (5) years from the date of approval, during which time the applicant/developer shall

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obtain all necessary permits and commence construction. If not signed by the city and recorded within one (1) year the plat expires and is voided.

Alderman Fitterer made a motion to approve final plat application FPL 829-2020 with all six (6) staff associated conditions of approval, modifying the third condition, as recommended by staff, to read as above. Motion seconded by James Golias. Motion to approve passed 5-0.

2. SPM 830-2020: Submitted by Crunk Engineering for JMB Station Hill Offices. The property is located on Station Hill drive, zoned C-4 and contains approximately 1.66 acres. The applicant requests approval of site plan major modification to combine the previously approved buildings into one. The result is an increase of 1,440 sq. ft. for a total building size of 11,280 sf. Requested by Adam Crunk.

Recommendation: Staff recommended approval of site plan application SPM 830-2020 (JMB Station Hill Offices) subject to the following conditions:

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

Alderman Fitterer made a motion to approve site plan major modification application SPM 830-2020 with one (1) staff condition of approval. Motion seconded by James Golias. Motion to approve passed 5-0.

3. STP 831-2020: Submitted by WES Engineers & Surveyors for Listerhill Credit Union. The property is located at 1065 Crossing Circle, zoned C-4 and contains approximately 1.95 acres. The applicant requests site plan approval to construct a 3,621-sf financial institution with drive-through. Requested by Allen O'Leary.

Recommendation: Staff recommended approval of site plan application STP 831-2020 (Listerhill Credit Union) subject to the following conditions, as noted below:

1. Additional landscaping is required on the 3 interior parking lot islands adjacent to the building. The UDC requires that islands must have 60% coverage.
2. Stop bars need to be added for vehicles exiting the drive through lanes.
3. Approval of this site plan shall be valid for a period of three (3) years from the date of Planning Commission approval. Modification to the approved site plan may require Planning Commission Approval.

Alderman Fitterer made a motion to approve site plan application STP 831-2020 with staff associated conditions of approval one (1), three (3) and the deletion of condition number two (2), as recommended by staff. Motion seconded by James Golias. Motion to approved passed 5-0.

4. PPL 832-2020: Submitted by S&ME for Harvest Point Phases 11, 12, 14 & 15. This property is located off Cleburne Road, zoned R-2 PUD and contains approximately 57.12 acres. The applicant requests preliminary plat approval for 111 single-family lots. Requested by Zac Davis.

Recommendation: Staff recommended approval of preliminary plat application PPL 832-2020 (Harvest Point Phases 11, 12, 14, 15) subject to the following conditions, as noted below:

1. if not deleted from the final plat prior to recording, the Note #14 regarding cul-de-sac landscape islands in Phase 11 and 15 will be modified to include the wording “owned and maintained by the HOA”.
2. Revise Note #13 on Sheet 1 to say that all open space will be “owned” and maintained by the HOA.
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.

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4. Modifications to the preliminary plat may require Planning Commission approval prior to submittal of a final plat application.

Alderman Fitterer made a motion to approve preliminary plat application PPL 832-2020 with four (4) staff conditions of approval, modifying condition number one (1), as recommended by staff, to read as above. Motion seconded by James Golias. Motion to approve passed 5-0.

5. PC Resolution 20-45 Establish Maintenance Bond for The Enclave at Brandon Woods.

Alderman Fitterer made a motion to approve PC Resolution 20-45. Motion seconded by James Golias. Motion to approve passed 5-0.


Alderman Fitterer made a motion to adopt PC Resolution 20-46. Motion seconded by James Golias. Motion to approve passed 5-0.

K. OTHER BUSINESS

L. BOARD COMMENT

Chairman Paul Downing discussed that moving forward, items on the agenda need to have complete package submissions and if not provided, they will be left off the agenda.

M. STAFF COMMENT

Planning Director Steve Foote informed the Planning Commission that staff has heard back from Target’s representative and the EIFS material on the front elevation will be changed to stucco. Staff has not yet received an updated plan.

N. ADJOURN

Chairman Paul Downing made motion to adjourn at 6:21 pm.

Paul Downing, Chairman

Steve Foote, P.C. Secretary