

**Planning Commission**  
**Order of Business/ December 14, 2015**  
**Minutes**

**ORDER OF BUSINESS**

- 1) **Called to Order** by Vice -chairman Edens at 7:00 PM.
- 2) **Roll Call:** Present: Lou Chambers, Melissa McWright, Charles Edens and Charles Morehead. Gene Hannah and Bob Sanders were absent. Also present were Planner Bob Hoge and Clerk Kathy King.
- 3) **Minutes of the Previous Meetings Approval and/or Correction:** October 12, 2015  
*Commissioner Chambers moved to approve the minutes and waive the reading; seconded by Mayor Morehead.* No discussion. **Vote:** All favored; motion carried.
- 4) **Announcements from the Planning Commission Chairman:** None
- 5) **Reports from other Planning Commission members and/or other Town Officers:** None
- 6) **Hearing of person(s) having business with the Commission:** None
- 7) **OLD BUSINESS:** None
- 8) **NEW BUSINESS**
  - 8.1 Site Plan for addition to the Ark, 710 Highway 70  
*Commissioner Chambers moved to discuss; seconded by Mayor Morehead.*  
*Discussion: Surveyor Brian McCain reviewed plans for requested addition to the Ark. There was discussion regarding minimum width for egress only showing 10 feet and will need to be at least 12 feet preferably 15 feet. They will also need a State driveway permit for the egress before approval by the Planning Commission. The number of parking spaces was also addressed with Planner Hoge stating that the number of spaces shown on the newest plat meets the requirements. Hoge stated that all of his review sheet comments have been addressed with the exception of 12 – 15 foot egress, State permit for egress and addition of calculations of building to site plan. Discussion closed.*
  - 8.2 Subdivision application for 5048 Riverview Dr.  
Surveyor Brian McCain explained that this property is zoned R-1 and meets minimum square footage and minimum lot frontage. Major concern is the water line does not extend to lot in question, but Second South Cheatham Utility District is planning to extend water line within a couple of months. Subdivision of lot is based on availability of sewer. The existing house is served by a one inch line from Brakeman Court. When sewer line is run to Elkins two lots at Berryvine Subdivision, it will run in front of 5048 Riverview and at that time the Town of Pegram will add a tap to the front of the property and serve the property from the new sewer line. The new sewer line needs to be in place before approving the plat. Discussion closed.

*Commissioner Chambers moved to defer approval of plat until concrete information is available for water and sewer; seconded by Mayor Morehead. **Vote:** All favored; motion carried.*

- 8.3 Resolution 2015 – 143: Subdivision Regulations, Section 1-112.107 revisions.  
No changes will be made to Subdivision Regulations until after approval of revisions to Zoning Ordinance.  
*Mayor Morehead moved to defer until approval of Zoning Ordinance revision; seconded by Commissioner Chambers. **Vote:** All favored; motion carried.*
- 8.4 Ordinance 2016 - 108: Zoning Ordinance, Section 4.1 revisions  
Commission agreed to Option D with removal of (2) and addition of (B) from Option A with the following change: “thirty (30) foot” to “fifty (50) foot”. Discussion closed.  
*Mayor Morehead moved to forward to the Board of Mayor and Aldermen for review and approval; seconded by Commissioner McWright. **Vote:** All favored; motion carried.*
- 8.5 Discuss having Attorney present at meetings: Commissioner Chambers stated that she thinks that the Commission needs assistance from the Attorney while updating our Subdivision Regulations and Zoning Ordinance. Mayor Morehead thinks the Commission should make the changes and then send to the Attorney for review. There was more discussion with the Commission agreeing that the Attorney will be asked to attend Planning Commission meetings as needed while attending all Board of Zoning Appeals meetings. Discussion closed.
- 8.6 Discuss rewrite of Zoning Ordinance and Subdivision Regulations. Discussion: There was discussion regarding the two manuals not being in sync with each other. The Commission decided that updating these manuals would be a lengthy process, that a work session of thirty minutes should be added to the end of each meeting to review one section at a time of the Zoning Ordinance and Subdivision Regulations. Planner Hoge will send a section for review before each meeting.  
*Commissioner Chambers moved to add a thirty minute work session to each meeting for review and update of the Zoning Ordinance and Subdivision Regulations; seconded by Mayor Morehead. **Vote:** All favored; motion carried.*

- 9) **Adjournment:** *Mayor Morehead moved to adjourn; seconded by Commissioner Chambers.*  
Adjourned at 8:40 PM.

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Charles Edens, Vice-chairman

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Lou Chambers, Secretary

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Date Approved