MINUTES
MCMINNVILLE REGIONAL PLANNING COMMISSION
JUNE 9, 2014

MEMBERS PRESENT
David Marttala, Chairperson
Anthony Pelham
Jerry Williamson
Jim Brock
Amie Hodges

MEMBERS ABSENT
Jimmy Haley
Jimmy Bonner

STAFF PRESENT
Josh Baker, Codes Official
Rebecca Duncan, P&Z Assistant
David Starnes, Staff Planner

OTHERS PRESENT
Michael Moore, Surveyor
Lisa Hobbs, Southern Standard

PUBLIC HEARING

The McMinnville Regional Planning Commission held a public hearing at 12:00 noon at City Hall concerning an amendment to the McMinnville Subdivision Regulations. This amendment, adding Section L to Article II "Procedures for Plat Approval", would provide for the approval of minor subdivisions with two lots, under certain conditions and without the submission to the Planning Commission, as provided by Section 13-4-302 of Tennessee Code Annotated. In adopting this amendment, two-lot subdivision plats could be approved by the McMinnville Planning and Zoning Director if the subdivision fronts an existing public street, has no planned infrastructure development such as streets, water and sewer lines, and does not require any variances from the standards of the city's subdivision regulations. Following approval of a minor subdivision by the director, the planning commission secretary would then be requested to sign the plat. A report on this action would then be given by the director to the planning commission members at the next scheduled monthly meeting. After discussion between the commission members and staff concerning this proposed amendment, and noting no one in attendance commenting on it, the hearing was closed at 12:05 pm.

Following the public hearing, the June 9, 2014 meeting of the McMinnville Regional Planning Commission was call to order at 12:06 p.m. by Chairperson David Marttala, upon establishing a quorum was present.

APPROVAL OF MAY 12, 2014 PLANNING COMMISSION MEETING MINUTES

A motion was made by Amie Hodges to dispense with reading and approve the minutes from the May 12, 2014 Planning Commission meeting. The motion was seconded by Jim Brock and approved unanimously.

REVIEW FOR ADOPTION---AMENDMENT TO THE CITY SUBDIVISION REGULATIONS CONCERNING APPROVAL OF TWO-LOT MINOR SUBDIVISIONS

After further review and discussion, Jim Brock made a motion for the planning commission to amend the city's subdivision regulations by adding Section L to Article II "Procedures for Plat Approval", subject two typo corrections to the text of Section L that is being added. This motion to provide for two-lot minor subdivision review by the city's planning and zoning director was seconded by Amie Hodges and passed unanimously.

STATUS REPORT---ADJUSTMENT OF RIGHT-OF-WAY LINE FOR THE INDUSTRIAL BOARD PROPERTY ON OMNI DRIVE

At last month's meeting of the Planning Commission, the members had given final approval to a three-lot subdivision fronting Omni Drive. This approval was given pending plat signatures and that issues with the Industrial Board property, that also fronts the drive and adjacent to two of the subdivided properties, be approved by the city's planning and zoning director. At today's meeting, Director Josh Baker reported that his approval had been given. The right-of way issues of the Industrial Board property had been corrected and also approved by members of the Industrial Board. A plat showing this correction, prepared by Surveyor Michael Moore of McMinnville, was presented to the commission members for their review.

EDUCATIONAL TRAINING SESSION

Staff Planner David Starnes held an educational training session with the commission members present on the subject matter found in the first two chapters of the Tennessee Planning Commissioner Handbook, prepared by the state's Local Planning Assistance Office in 2003. This subject matter included the development of planning in the state in regard to early programs and emerging agencies and their roles, and the legal basis for planning as to the powers of both municipal and regional planning commissions. Under the provisions of Tennessee's Public Chapter 862, planning commission and board of zoning appeals members are required to have four hours of continuing education per calendar year.

ADJOURNMENT

With no other business, the meeting was adjourned with a unanimous vote on a motion by Anthony Pelham. Jerry Williamson seconded the motion with the members voting all ayes.

Chairperson Signature _____

Secretary Signature _____

Date Approved: _____