



City of Munford, Tennessee
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Dwayne Cole, Mayor

Munford Municipal-Regional Planning Commission
May 8, 2018

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, March 13, 2018 at 6:30 P.M. in the Munford Municipal building located at 70 College Street with the following:

PRESENT: Chairman Roy Meadors, Vice-Chairman Rick Wilson, Jerry Trobaugh, David Keeton, Mayor Dwayne Cole, Secretary Sue Arthur, and Vernon Pairmore.

ABSENT: None

ALSO PRESENT: Pat Harcourt, Rich Ali, Steve Brigance, Henry Porter, Wayne Boulter, David Gantt, Troy Marbry, Lance Lamier, Planner Will Radford, Code Enforcement/Building Inspector Glenn Stringfellow and Recording Secretary Barbara Younger.

The meeting was called to order at 6:40 PM. There was a quorum present.

The April 10, 2018 Planning Commission meeting was cancelled. There were no items on the agenda and no business to discuss.

I. APPROVAL OF MINUTES

There was a motion by Jerry Trobaugh, seconded by Vernon Pairmore to approve the minutes from March 13, 2018 as distributed. Motion carried.

II. OLD BUSINESS

None

III. NEW BUSINESS

A. Williams-Walker Field Road Minor Subdivision

Background

A minor subdivision plat has been submitted on behalf of Kippi Williams to create two lots from a 13.5 acre parent tract. The properties are located near 1801 Walker Field Road. The property can be further identified as Parcel 3.13 on Tipton County Tax Map 081. The properties are zoned FAR (Forestry, Agriculture, Residential) District in Munford's Planning Region. The property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C0310F, effective on 12/19/2006.

Analysis

Walker-Field Road is a collector street according to the Munford Regional Major Road Plan and has the adequate amount of right of way dedicated. No additional dedication is required.

The developer has submitted a permit for the installation of a septic system.

The lot meets the setback and area requirements of the FAR District.

The plat has the necessary certificates for approval.

Recommendation

Staff recommends approval of the plat.

There was a motion by David Keeton, seconded by Sue Arthur to approve the Williams-Walker Field Road Minor Subdivision as presented. Motion carried, all present voting aye.

B. Simmons-Campground Road Minor Subdivision

Background

A minor subdivision plat has been submitted on behalf of Buford Lynn and Wanda Simmons to create three lots from two parent tracts consisting of 9.10 acres (approximately). The properties are located near 6497 Campground Road. The properties can be further identified as Parcels 1.02 and 1.03 on Tipton County Tax Map 095. The properties are zoned FAR (Forestry, Agriculture, Residential) District in Munford's Planning Region. The property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C0305F, effective on 12/19/2006.

Analysis

Campground Road is a collector street according to the Munford Regional Major Road Plan and is dedicating the adequate amount of right of way.

There is a new access easement to provide access to the remaining parent tract.

The septic status of all lots needs to be addressed. It is presumed that Lots 3 and 4 have existing septic systems as they appear to have existing structures. This needs to be verified with an owner's affidavit. The remaining 6.58 acres needs to have new septic approval.

The lot meets the setback and area requirements of the FAR District.

The plat has the necessary certificates for approval.

Recommendation

Staff recommends approval of the plat provided the septic issues are addressed.

There was a motion by Jerry Trobaugh, seconded by Vernon Pairmore to approve the Simmons-Campground Road Minor Subdivision as presented. Motion carried, all present voting aye.

C. Bringle-Appleberry Major Subdivision – Preliminary Plat

Background

A preliminary subdivision plat has been submitted on behalf of Add-Van Farms and Company, Inc. to create 7 lots from a 48 acre (approximate) parent tract on Appleberry Road. The property can be further identified as Parcel 7.14 on Tipton County Tax Map 114. The property is zoned FAR (Forestry,

Agricultural, Residential) District. The property does not appear to be located in a federally identified flood hazard area 47167C0305F, effective on 12/19/2006.

Analysis

Appleberry Road is designated as a minor residential street. No additional right of way dedication is required.

The plat is defined as a major subdivision as it involves 6 lots.

The “proposed road” does not need to be labeled as a road as the purpose of this plat is not to dedicate right of way. The 50 foot strip is necessary to provide the necessary road frontage for the parent tract. This will not be a proposed road until future development occurs and right of way is being dedicated.

The lots are showing just the front setbacks. All setback lines need to be shown on the plat.

Septic availability areas are not shown on the plat. This is not required on a preliminary plat but is required on the final plat. The developers may wish to address septic on the preliminary phase to ensure the proposed lot layout will suffice.

Recommendation

Staff recommends approval of the plat provided the above mentioned issues are adequately addressed.

There was a motion by Sue Arthur, seconded by Rick Wilson to approve the Bingle-Appleberry Major Subdivision- Preliminary Plat as presented. Motion carried, all present voting aye.

D. Village of Green Meadows Phase I – Construction Plans

Background

A construction plat has been submitted on behalf of Green Meadows Development Corporation. The property is located on McCormick Road. The property can be further identified as Parcel number 1.01 on Tipton County Tax Map #127. The area is zoned R-1 (Low Density Residential) with a PVD (Planned Village Development) overlay in the Munford Municipal Zoning District. A portion of the property appears to be situated in a Zone AE flood hazard area with no floodway designation according to Tipton County FIRM panel #47167C0315G, effective on 05/04/2009.

Analysis

The Construction plans have been received by the City Engineer and are in the process of waiting for City Engineer approval.

At this time, this area is in the application process for a Letter of Map Amendment that is expected to establish as regulatory floodway in the area. This application is currently being reviewed by the Federal Emergency Management Agency and the results are not available at this time. Approval of these plans must be contingent on the floodway study being completed and final approval should not take place prior to its completion.

After installation of improvements, staff recommends the City Engineer inspect the installed improvements to determine the bonding amount that is necessary to cover any uninstalled infrastructure (final wearing surface) and an appropriate warranty period.

City Staff has requested a development contract be entered into with the development and the City prior to final plat approval.

Recommendation

Staff recommends approval of the construction plat upon City Engineer approval and contingent upon the regulatory floodway being established by FEMA.

There was a motion by Rick Wilson, seconded by Sue Arthur to approve the Village of Green Meadows – Phase I- Construction Plans as presented. Motion carried, all present voting aye.

E. McCullough Farms Major Subdivision – Preliminary Plat

Background

A preliminary subdivision plat has been submitted on behalf of McCullough Farms, LLC to create 44 lots from a 77.85 acre (approximate) parent tract on Campground Road between Hannah Marie Drive and Joe Joyner Road and to build three new roads. The property can be further identified as Parcel 16.00 on Tipton County Tax Map 126. The property is zoned FAR (Forestry, Agricultural, Residential) District. The property does not appear to be located in a federally identified flood hazard area 47167C0315F, effective on 05/04/2009.

Analysis

Campground Road is designated as Collector Street. The adequate amount of right of way is being shown on the plat.

Staff seeks advice from the Tipton County Road Superintendent as to the condition of Campground Road and whether or not it can support the number of lots being proposed.

The lots are showing just the front setbacks. All setback lines need to be shown on the plat. The front setback lines should be 35 feet, they are labeled correctly on the lots, but incorrectly on the zoning table.

Septic availability areas are not shown on the plat. This is not required on a preliminary plat but is required on the final plat. The developers may wish to address septic on the preliminary phase to ensure the proposed lot layout will suffice.

Recommendation

Staff recommends approval of the plat provided the above mentioned issues are adequately addressed.

There was a motion by Sue Arthur, seconded by Jerry Trobaugh to table the McCullough Farms Major Subdivision – Preliminary Plat until the June 12, 2018 Planning Commission meeting.. Motion carried, all present voting aye.

IV. OTHER BUSINESS

A. Munford Municipal Zoning Ordinance

The below section has been asked to be reviewed further by the Board of Mayor and Aldermen:

39.132 Inspection. The Enforcement Officer shall inspect the lot for which each permit for a new sign or for modification of an existing sign is issued during the sixth (6th) month after the issuance

of such permit or at such earlier date as the owner may request. If the construction is not substantially complete at the time of inspection, the permit shall lapse and become void. If the construction is completed, it must be in full compliance with this Ordinance and with the currently adopted Building and Electrical Codes. If the construction is substantially complete but not in full compliance with this Ordinance and applicable codes, the Enforcement Officer shall give the owner or applicant notice of the deficiencies and shall allow an additional thirty (30) days from the date of inspection for the deficiencies to be corrected. If the deficiencies are not corrected by such date, the permit shall lapse. If the construction is then complete, the Enforcement Officer shall affix to the premises the permanent symbol described above.

There was a motion by Rick Wilson, seconded by Mayor Dwayne Cole to send a positive recommendation to the Board of Mayor and Alderman for the adoption of the Munford Municipal Zoning Ordinance after the following two (2) changes are made by staff: 1) 39.132 Delete the sentence: If the construction is then complete, the Enforcement Officer shall affix to the premises the permanent symbol described above. 2) 39.15 delete the sentence: Fees for all new or modified permitted signs shall be based on the ration of one dollar (\$1.00) per square-foot of signage. Motion carried, all present voting aye.

V. REPORTS

Mayoral Comments and Issues

Mayor Dwayne Cole made a few brief comments:

- The old Bull Market building on Tipton Road will be coming down this summer.
- The Emily's Bark Park grand opening will be on June 9, 2018.
- The sidewalk project is under way and should be finished in June.
- The Board of Mayor and Aldermen are working on the budget for FY-2019.
- The City will be starting the process for a Trash vendor since our current contract will be expiring soon.

Building Inspector – Permitting and Enforcement Report

There was a motion by Rick Wilson, seconded by Vernon Paimore to accept the Building Inspector-Permitting and Enforcement Report as presented. Motion carried, all present voting aye.

There being no further business, the meeting was adjourned at 8:16 PM.

Roy Meadors, Chairman

Sue Arthur, Secretary

Barbara Younger,
Recording Secretary