

## **JONESBOROUGH PLANNING COMMISSION**

### **MINUTES – March 21, 2023**

The Jonesborough Planning Commission met in a regular meeting on Tuesday, March 21, 2023, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

**Members Present:** Tom Foster, Frank Collins, Terry Countermine, Richie Hayward, Jim Rhein

**Members Absent:** Josh Conger, Bill Graham, Hal Knight, Nick Vest

**Staff Present:** Todd Wood, Town Engineer, Shawn Marshall, Building Inspector, Donna Freeman

Chairman Tom Foster noted a quorum was present and called the meeting to order.

#### **1. Approval of Minutes - Meeting of February 21, 2023**

The minutes of the February 21, 2023 Planning Commission meeting was presented for approval. Chairman Tom Foster asked Commissioners if they had any questions or corrections to the minutes. There being none, Frank Collins made the motion to approve the minutes as presented, seconded by Terry Countermine, duly passed.

#### **2. Final Plat Approval – Vines Farm, Section 2 – Duplex Division Wolfe Development, Owner Presented By: Todd Wood, representing Wolfe Development**

The request is for final plat approval of the Replat of Lot 20R of Vines on Main Section 2 Subdivision located on Wilson Knob View consisting of 8 units containing a total of 3.61 acres. The zoning is PRD and the subject property is further described on Washington County Tax Map 060C, Group B, Parcel 020.00. Town staff approved an administrative 2-lot plat that was recorded on February 28, 2023 showing lot 7R and 20R. This platting is to approve the location of the 8 units within Lot 20R and to show open space and street references. The plat indicates that all open spaces are to be deeded to the Town of Jonesborough; and that all streets be dedicated to the Town of Jonesborough. The plan reflects the number of units (8) of the original development plan. The plat as presented meets the minimum requirements of the Subdivision Regulations.

Chairman Foster read the staff recommendation to grant final plat approval of the Vines Farm on Main Section 2 Subdivision, subject to all certifications being acquired prior to the Secretary of the Planning Commission signing the "Certificate

of Approval for Recording”. Chairman Foster asked Commissioners if they had any questions or comments. Frank Collins asked if it was advantageous for the Town to take ownership of the of all open spaces. Todd Wood said they did the open space on Phase 1 which has a park in that section. Todd Wood said this probably also has the sewer line that goes through it and a future trail through that open space area and it gives the Town flexibility to whatever they want to do especially in regard to the trail.

**Motion:** Terry Countermine made the motion to grant final plat approval of the Vines Farm on Main Section 2 Subdivision, subject to all certifications being acquired prior to the Secretary of the Planning Commission signing the “Certificate of Approval for Recording” as recommended by staff. The motion was seconded by Jim Rhein and duly passed.

### **3. Preliminary Approval – Spring Ridge Subdivision, Old Boones Creek Road**

**Developer: Orth Construction**

**Engineer: Stephen Ellis, Summit Engineering LLC**

**Presented by: Jordan Hodges, Gateway Development (Orth Homes and Guardian Homes)and partner in the Spring Ridge Development**

Terry Countermine asked if the plat for this development is different than the original one that was previously approved for the original landowner and developer. Todd Wood said yes. Jordan Hughes addressed the Planning Commission and stated this is a different layout and they have cut the total number of units down by 25%.

The request is for preliminary subdivision approval of the Spring Ridge Subdivision development located off Old Boones Creek Road containing approximately 28.078 acres.

Proposed Use: Single family dwellings and Townhomes

Density: Single Family allowable is 4 DU per acre or 112 units - Proposed is 72 houses.

Multi Family allowable is 8 DU per acre or 41 units – Proposed 29 units based on 5.2 acres devoted to multi-family (townhomes).

Zone: The property is in the town limits and is zoned PRD.

Setbacks: There is a 25’ perimeter buffer provided per the PRD regulations. The setbacks are set by the developer and approved by the Planning Commission. The developer is requesting: Front: 24 feet, Rear: 25 feet, Sides: 7.5 feet

Of notes is the 30-foot separation distance between Building A and B, and the same for Building C and D which exceeds are minimum required distance.

Open Space: PRD zone requires 20% minimum open space or for this development an estimated 5.6 acres. The plans exceed the minimum open space at 5.9 acres.

Ingress/Egress: The development's access point is Boones Creek Road. Within the development there are a series of roads for the single-family residences and an internal road system for the townhomes. Some traffic calming is made part of the proposed road system.

Streets/Sidewalks: The main streets showing the single-family lots are served by a 50-foot right-of-way with a 24-foot-wide curbed road and 5-foot-wide sidewalks. The street for the townhomes is a 40-foot right of way with a 22-foot-wide road and 5-foot-wide sidewalks. Only one side of the roads will have sidewalks constructed, therefore a in lieu of sidewalk fee is required. The in lieu of sidewalk estimated amount is \$68,425.00.

Special Notes: There is an additional point of ingress/egress for emergency responders at Louise Lane as part of the development plans. A locked gate will be installed with the key to lock supplied to Town of Jonesborough Fire Department and Homeowner's Association.

The Homeowner's Association shall own and maintain the mail kiosk, stormwater basins and landscaping in the traffic calming island.

Parking: The minimum parking requirement is 2 spaces per unit. The development proposed twice the amount of required parking spaces, and proposes that each house have four (4) off-street parking spaces made up of a 2-car garage and 2 driveway parking spaces. There is a minimum of 20' of driveway length per residential unit.

Utilities: All utilities are available to the subject property and extensions of said utilities into the development by the developer will be placed underground. The plans meet the minimum requirements for fire protection.

Stormwater: A Stormwater Management Plan for the development is provided for both detention and water quality. An erosion control plan has also been provided.

Bonding: The grading and stormwater security estimate is attached and is estimated at \$128,294.00.

The Town of Jonesborough Street Department will conduct a review of the existing road system (Old Boones Creek Road) based on the anticipated additional volume of vehicles from the development and any recommendations on improvements will be forwarded to the Jonesborough Traffic Committee for review.

Chairman Foster said there were three staff recommendations which will be voted on separately. Chairman Foster read Staff Recommendation 1 to approve the development layout for grading, roads, stormwater, and utility plans subject to:

- a. The applicant addressing any additional applicable plan review comments recommended by Staff related to, but not limited to, stormwater management and utilities.

Chairman Foster asked Todd Wood, Engineer, if he is aware of any issues with the plat. Todd Wood said the plans are fine and the sewer and water comments have been addressed.

- b. Planning Commission being comfortable with the amount of parking provided or requesting additional parking.

Jordan Hughes said they have put a specific parking plan. Mr. Hughes said they have 43 single-family detached home parcels and 29 town homes section in the center, and regardless of the unit whether it is a home or a town home they will all have 2-car parking garages and 2 parking spaces behind the garage itself. Mr. Hughes said those parking spaces will be between from the backside of the sidewalk to the garage; and also a 24-foot setback on all the frontage.

- c. Planning Commission being comfortable with the distances from the houses to the right of way lines.

Jordan Hughes said they had met with Todd Wood on the frontend and they incorporated that into their plans, and there are specific no-parking signage in two different locations.

- d. The Fire Chief approving the number and placement of the fire hydrants.

Shawn Marshall, Building Inspector said Fire Chief Phil Fritts reviewed the plans and there was one fire hydrant that he said didn't have to be moved, but he would have liked to have seen the first fire hydrant on the other side of the house, if possible. Jordan Hughes said if they need to move the hydrant it would not be a problem to do so.

Chairman Foster asked Commissioners if they had any questions or comments in regard to Staff Recommendation 1 – a, b, c, and d. There were none.

**Motion:** Jim Rhein made the motion to approve Staff Recommendation 1 – a, b, c, and d, as presented, seconded by Terry Countermine and duly passed.

Chairman Foster read Staff Recommendation 2 to approve the grading security estimate in the amount of \$128,294.00, and asked Commissioners if they had any questions or comments in regard to Staff Recommendation 2. There were none.

**Motion:** Frank Collins made the motion to approve Staff Recommendation 2 as presented, seconded by Richie Hayward and duly passed.

Chairman Foster read Staff Recommendation 3 to approve the in lieu of sidewalk estimated at \$68,425.00 to go into the Town sidewalk fund, and asked Commissioners if they had any questions or comments in regard to Staff Recommendation 3. There were none.

**Motion:** Terry Countermine made the motion to approve Staff Recommendation 3 as presented, seconded by Frank Collins and duly passed.

#### **4. Review of Proposed By-Laws**

Commissioners reviewed the proposed By-Laws as presented, and recommended the following two changes to Town staff:

- Article IV. Member Attendance – *“absent for three (3) consecutive regular meetings the Mayor shall have the authority to remove such member”*, add the wording **“absent for three (3) unexcused consecutive regular meetings”**.
- Article VII. Administrative Procedures – Section 3. Agenda  
*“Copies of the agenda and all supporting materials will be delivered or emailed to each Planning Commissioner at least one (1) week prior to the meeting”*.  
Change wording to **“four (4) days prior meeting date”**.

With there being no further business for discussion, Chairman Tom Foster adjourned the meeting.