

**ALCOA MUNICIPAL/REGIONAL
PLANNING COMMISSION MINUTES
July 16, 2020
5:30 P.M.**

The Alcoa Municipal/Regional Planning Commission met in regular session on July 16, 2020, at the Alcoa Municipal Building Council Chambers. Commissioners present were Chairman Clarence Williams, Mark Johnson, John (Rocky) Rochelle and Kathy Thompson. Jeremy Pearson and Ashley Miller were present as city staff. Andrew Jones, *The Daily Times*, was also present.

DETERMINATION OF NECESSITY OF ELECTRONIC MEETING:

Chairman Williams read aloud the following statement:

A determination is needed by the Alcoa Municipal/Regional Planning Commission regarding the necessity of electronic meetings pursuant to the Governor's Executive Order Number 51, extending Executive Order Number 16, executed on June 29, 2020, and recommendations from the Tennessee Comptroller of the Treasury, issued on March 20, 2020, and other applicable laws in effect. The Governor's Order allows government agencies to amend or rescind certain requirements under the Tennessee Open Meetings Act regarding the electronic meetings in lieu of in-person attendance and participation. The Comptroller's Office recommends that boards make a determination regarding the necessity of electronic meetings for continued function of government agencies and to protect public health, safety and welfare during the outbreak of COVID-19. Such determination is to be placed on the record in the Commission's minutes.

Commissioner Rochelle made a motion to approve that the meeting be held electronically, pursuant with the Governor's Executive Order Numbers 16 and 51. Commissioner Johnson seconded the motion, and it passed unanimously.

APPROVAL OF MINUTES:

The minutes of the June 18, 2020, meeting were declared approved, as submitted, and requested to be filed.

ANNUAL REQUIRED ACTIONS:

Election of officers for FY 2021 and review of the by-laws.

Commissioner Rochelle moved to re-elect the current slate of officers, as follows:

- Chairperson/Clarence Williams;
- Vice-Chairperson/Jim Buchanan;
- Secretary/Mark Johnson; and,

reaffirm the current by-laws by acclamation, with Commissioner Thompson seconding. There being no objections voiced by the commission, the slate of officers was approved and by-laws reaffirmed.

Annual report, presentation and adoption of work program.

Staff provided the commission with an annual summary/accounting for the year, including the annual work program. Staff then advised the commission that the annual work program was for adoption and also explained that the work program was intended to be flexible, serving as a staff guide for work to take place during the fiscal year ahead. Commissioner Johnson made a motion to approve the annual work program, with Commissioner Thompson seconding the motion. The motion passed unanimously.

Following passage, Chairman Williams added he was impressed with the volume of work handled by staff and commended staff and the city as a whole for their efforts.

REQUESTS FOR PRELIMINARY/FINAL APPROVAL:

None.

REQUESTS FOR PRELIMINARY APPROVAL:

None.

REQUESTS FOR FINAL APPROVAL:

None.

MISCELLANEOUS REQUESTS OF REQUIRED ACTIONS:

Consideration of a request by Kevin Storie, owner, to annex Tax ID 037B F 016.00, located at 2815 Thomas Drive (Charles C. Clark S/D).

An item at the request of the owner, staff advised that the property was located within the adopted urban growth boundary and pointed out that the reason for the request was to connect to the city's sanitary sewer system. Staff explained that to obtain sewer service, the property owner needed to request annexation into the city for a consideration. Staff also pointed out that per engineering sewer was available in close proximity to the property, but any extension and connection costs shall be at the property owner's expense. Staff noted that at this point in time, however, the property was not adjacent to the corporate limits and could not be attached—even though it was located within the adopted urban growth boundary. Staff recommended approval of PC Resolution 2021-01, recommending that said parcel **NOT** be annexed, due to the request being infeasible and therefore premature at this time.

Commissioner Rochelle made a motion to adopt PC Resolution 2021-01, which recommended said parcel **NOT** be annexed, with Commissioner Johnson seconding. The motion passed unanimously.

Consideration of a request by Andy and Jan Allen, owner, to annex Tax ID 0030 A 018.00, located on Rivertrace Lane (Lot 19, Rivertrace S/D).

An item at the request of the owners, staff advised that the property was located within the adopted urban growth boundary and pointed out that the reason for the request was to connect to the city's sanitary sewer system. Staff advised that the request would involve an extension from the Brannum property annexed into the city in 2019. Staff explained that to obtain sewer service, the property owner needed to request annexation into the city for a consideration. Staff also pointed out that per engineering sewer could be extended to the property, but any extension and connection costs shall be at the property owner's expense. Staff noted that although the request was also located within the Rivertrace Subdivision, and easily attachable from the Little River, the feasibility (at this time) of providing services to this portion of the subdivision was deemed to be premature. Staff added that unlike the Brannum property, the parcel was further removed from the other properties in the area that were within the city (i.e., those part of the Meyers Commercial Court Subdivision). Staff recommended approval of PC Resolution 2021-02, recommending that said parcel **NOT** be annexed, due to the request being infeasible and therefore premature at this time.

Commissioner Rochelle made a motion to adopt PC Resolution 2021-02, which recommended said parcel **NOT** be annexed, with Commissioner Johnson seconding. The motion passed unanimously.

Consideration of a request to amend the minimum façade width for attached buildings within the Planned Commercial Unit Development District “E-1” and Mixed Use District “E-3”.

Staff advised that this item was at the request of staff and was intended to provide for a level of flexibility with respect to minimum lot and façade widths within both the Planned Commercial Unit Development District “E-1” and Mixed Use District “E-3” for attached residential dwelling units. Currently, as staff pointed out, a minimum of 20 feet in width was required. Staff explained that providing for such a minimum width sets the form to aid in the platting of consistent urban lot configurations within medium to high density neighborhoods. Staff noted that considering that these two (2) districts were intended to be flexible, reducing the width was being presented in order to support alternative exterior building designs and layouts that appeal to a mix of demographics within all housing groups from millennials to retirees.

Commissioner Rochelle made a motion to adopt PC Resolution 2021-03, reducing the minimum lot/building/façade width from 20 to 15 feet within both the Planned Commercial Unit Development District “E-1” and Mixed Use District “E-3”. Commissioner Johnson seconded, and the motion passed unanimously.

CONCEPT PLAN APPROVAL:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Consideration of a request by Jeremy Fields (Appalachia Design Services, Inc.) for site plan approval for Food City, Springbrook Farm Development, located on Tesla Boulevard (Tax ID 036K A 002.00) (Project # DEV-20-036).

Staff recommended site plan approval, including approval of the exterior building design, subject to the following:

- 1) A revised site plan, per applicable sheets, denoting—
 - a. Addition of updated driveway alignment at Werner Avenue for Bluedog Capital Partners and labeled “(P) Driveway by Others”;
 - b. Replacement of “Werner Road” labeling with “Werner Avenue”;
 - c. Addition of “Service Entrance” signage to rear access to and from Werner Avenue and specified per a detail;
 - d. Addition of \$200 fine to ADA signage detail;
 - f. Relocation of bicycle racks to southwestern end of building, and adjacent to pedestrian connection, to avoid vehicular conflicts at northernmost entrance;

- g. Revision to "Parking Note" to correct "Required Center Parking" from 218 to 217, with required ADA parking count breakdown to also be included (i.e., 8 required/6 typical/2 van/8 van provided);
 - h. Addition of labeling for solid waste container or compactor location, with said to include a pad and screening detail;
 - i. Addition of bike rack detail;
 - j. Addition of lighting detail (i.e., exterior lighting fixtures and poles);
 - k. Addition of "District to Not Exceed 70% Lot Coverage" to "Impervious Note" and reference that overall coverage for Springbrook Farm development currently totals an impervious surface area of 12.2 (7.16%);
 - l. Removal of conceptual plan sheet (CSP-17) of Springbrook Farm, as said has not been reviewed and approved by the Alcoa Municipal/Regional Planning Commission, and replace with sheet to place site in context with subdivision layout of surrounding area (i.e., area surrounding Centennial Park Boulevard, Werner Avenue, Pauling Street and Faraday Street);
 - m. Revision to the site plan to reflect the layout, to include all projections and recesses, of the architectural plans;
- 2) Revised exterior building elevations that have:
- a. Adequate projections and recesses (horizontal and vertical) shown, with said to be a minimum of 12-36 inches on all elevations in public view from a public roadway (Note that evergreen tree plantings and berms will be considered where said may be practically applied/Note also that said applies to both the principle structure and gas canopy structure);
 - b. Adequate window/glass area shown, with said to be minimum five percent (5%) on all elevations in public view from a public roadway (Note that evergreen tree plantings and berms will be considered where said may be practically applied);
 - c. Modified parapet walls to adequately screen all roof mounted equipment from public view from public roadways (equipment needs to be shadowed onto the elevation drawings);
 - d. Notations identifying that "Signage is to be submitted, reviewed and approved for separate permitting by planning";
- 3) Approval of engineering, including, but not limited to, access and determination of a need for a traffic study, pavement markings for stop bars, crosswalks, etc.;
- 4) Approval of stormwater management and addition of associated easements (where applicable);
- 5) Approval of soils management plan, with detailed reviews occurring as detailed site planning progresses;
- 6) Approval of utilities, with all utilities to be underground (Related to lighting, note that fixtures mounted to buildings or other structures, including pole lighting applications, shall be designed and installed to project light downward);
- 7) Incorporating plan for exterior lighting consistent with Springbrook Farm fixtures and temperature matrix;
- 8) Approval by Fire;
- 9) Approval of landscaping plan by Alcoa Tree Board;
- 10) Approval of solid waste/dumpster location, pad and screening by Public Works and Engineering;

- 11) Approval of bike rack detail by Planning;
- 12) Installation of Werner Avenue roadway and pedestrian improvements, with the same to be completed by others, as well as installation of internal pedestrian circulation to Tesla Boulevard and Werner Avenue to city specifications;
- 13) Review/approval of Final Plat by Alcoa Municipal/Regional Planning Commission, at project's completion, to be recorded and reflect as-built site layout and any necessary public utility easements; and,
- 14) Meeting all other city requirements (including securing the necessary permits for site grading and building construction, as well as review and approval of building plans).

Chairman Williams made a motion to approve the site plan approval, including approval of the exterior building design, subject to staff's stipulations as presented. Commissioner Johnson seconded the motion, and it passed unanimously.

OTHER BUSINESS:

None.

ADJOURNMENT:

There being no further business to come before the commission, Commissioner Thompson made a motion to adjourn the meeting. Commissioner Johnson seconded the motion, and the meeting was adjourned at 6:04 p.m.


Secretary


Chairperson, Alcoa Regional/Municipal
Planning Commission