



SMYRNA MUNICIPAL PLANNING COMMISSION

MEETING MINUTES JANUARY 9, 2025

The regular meeting of the Smyrna Municipal Planning Commission was called to order at 5:00 p.m. on Thursday, January 9, 2025 by Chairman Tim Morrell. The meeting was held in the Council Chambers at Smyrna Town Hall, 315 South Lowry Street, Smyrna, Tennessee. The invocation was given by Councilman Steve Sullivan and the Pledge of Allegiance was led by Vice-Mayor Marc Adkins.

The following Planning Commission members/staff were present/absent:

Present: Steve Sullivan, Councilman; Marc Adkins, Vice-Mayor; Matthew Carver; Salena Scott; Amy Wise; Tim Morrell; Charles Scurr, PhD

Staff Present: Dave Santucci, Town Manager; Todd Spearman, Assistant Town Manager; Jeff Peach, Town Attorney; Kevin Rigsby, Town Planner; Mitchell Wensman, Planner; Kathryn Smith, Office Coordinator; Scott Byers, Fire Dept. Captain; Charles King, Engineer; Kristi Worrell, Building Official; James Hardison, Utilities Project Engineer

1. Citizens' Comments:

"The Town's Public Comment Period shall be reserved for those citizens that have signed up to address a Board or Committee, at least twenty-four (24) hours in advance of the meeting, pursuant to the Town's Public Comment Policy. Speakers are limited to three (3) minutes. Additional comments may be submitted in writing".

2. Approval of Minutes of the December 5, 2024 meeting

Motion by Amy Wise, seconded by Matthew Carver to approve the Minutes of the December 5, 2024 meeting

Vote: 6 - 0 Passed - Unanimously

3. Public Hearing:

a. Plan of Services for Greengate Place

Chairman Morrell opened the public hearing regarding the Plan of Service. No one spoke at the public hearing.

Motion by Councilman Steve Sullivan, seconded by Salena Scott to recommend approval to the Town Council the Plan of Services for Greengate Place.

Vote: 7 - 0 Passed - Unanimously

4. Old Business:

a. Annexation, Zoning, and Plan of Service Request:

1. Joe Haddix - **Requested to be deferred two months**

Bill France Road & Interstate 840

Annexation & I-2, C-2, & R-3 Zoning Request

An Annexation & I-2, C-2, and R-3 Zoning request was submitted for Bill France Road & I-840. This property can be further referenced by Rutherford County Tax Map: 11, Parcels: 5.00, 6.00, and 9.01, is comprised of 818.3 acres, and is is zoned RM. The surrounding zoning is RM in Rutherford County. The Land Use Plan for the area is the 840 Gateway character area along 840, which would support hospitality, restaurant, retail, high density residential, and industrial/warehousing uses. The eastern portion of the requested area is Mixed Industrial, which would support industrial and warehousing uses. The Major Thoroughfare Plan designates Bill France Road as a Principal Arterial. The Plan also shows a future Minor Arterial connecting Bill France Road to Hickory Grove Road and eventually to Jefferson Pike. The following staff comments were made:

1. Development of these properties would require dedication of right-of-way and construction of this improvement.
2. Sewer will not exist until the Fall Creek trunk line is in place. This will be approximately 2 years at a minimum.
3. This would require either a noncontiguous annexation or the annexation of several miles of existing County and State road right-of-way. The amount of right-of-way required to be annexed to create continuity would be 1 mile of W. Jefferson Pike and .9 mile of Bill France Road, which are State roads, and 4.2 miles of Mona Road, .8 mile of Allen Barrett Road, and 2.2 miles of Powell's Chapel Road, which are County roads. All distances are approximate. A noncontiguous annexation would require an interlocal agreement between the Town of Smyrna and Rutherford County with regards to emergency response and road maintenance for the area between the existing Town limits and the newly annexed area.
4. Staff is concerned that a portion of the requested area may not be located within Rutherford County. In discussions with Rutherford County staff, there is not a reliable map of the County boundary in this area. Staff is aware of efforts to better define this boundary.
5. The off-site improvements required to serve the annexed and rezoned areas have been determined by CUD and were approved for CUD to participate in for cost sharing. The developer(s) must enter and execute a legal contract with CUD for required cost sharing for water infrastructure improvements. Once off-site improvements are completed according to CUD, each property owner/developer should submit a separate water service availability request to [CUDengineering@cudrc.com](mailto:CUDengineering@ cudrc.com) for individual analysis to determine feasibility. Water availability to all annexed and rezoned areas is dependent on ALL conditions of said contract and required water infrastructure improvements being strictly adhered to.
6. Once available, submit full set of plans directly to [CUDengineering@cudrc.com](mailto:CUDengineering@ cudrc.com) for further review and comment.

Motion by Vice-Mayor Marc Adkins, seconded by Amy Wise to defer the Annexation & I-2, C-2, and R-3 Zoning request for Bill France Road & I-840 for two months to the March meeting.

Vote: 7 - 0 Passed - Unanimously

5. New Business:

a. Annexation, Zoning, and Plan of Service Request:

1. Robert Tresider
Greengate Place
Annexation & R-3 Zoning Request

An Annexation & R-3 Zoning was submitted for Greengate Place. This property can be further referenced by Rutherford County Tax Map: 54, part of Parcel: 14.03, is comprised of 1.7664 acres, and is zoned RM. The surrounding zoning is PRD (Bankside, Westover) in Town and RM in Rutherford County. The Land Use Plan would support Medium Density Single Family Residential development in this area. No roads shown on the Major Thoroughfare Plan are affected by this request. The following staff comments were made:

1. CUD has existing 8" water mains along Byres Court and Morton Lane to serve the annexed property.
2. CUD's existing infrastructure should be adequate to meet 1,000 GPM flow requirements in this vicinity.
3. Owner must submit a Water Service Availability request to [CUDengineering@cudrc.com](mailto:CUDengineering@ cudrc.com) to receive a Will Serve letter from CUD.

Motion by Amy Wise, seconded by Vice-Mayor Marc Adkins to recommend approval to the Town Council the Annexation & R-3 Zoning request located at Rutherford County Tax Map: 54, part of Parcel: 14.03 with the above listed staff comments.

Vote: 7 - 0 Passed - Unanimously

b. Preliminary Plats:

1. Estates at Williamsport
Williamsport Drive
Owner / Developer: RMG Development

A Preliminary Plat for Estates at Williamsport located on Williamsport Drive was submitted. This property can be further referenced by Rutherford County Tax Map: 28, Parcel: 103.01, is comprised of 43.03 acres, is zoned R-3, and consists of 73 lots. The following staff comments were made:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. A NPDES permit will be required for land disturbance activities greater than one acre. The Town of Smyrna must have a copy of the NOC (Notice of Coverage) prior to issuance of any grading or building permits.
3. No roads shown on the Major Thoroughfare Plan are affected by this request.
4. A grading permit fee of \$4,688.00 will be required.
5. Signs will require a separate permit.
6. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and

- referenced on the final plat.
7. The required minimum fire flow is 1,000 GPM @ 20 PSI. Any homes over 3,600 sq. ft. would have an increased fire flow requirement. Adequate fire flow at this location may be an issue due to the topography. The engineer will be required to provide fire flow calculations to staff.
 8. No burn permits will be issued for this site.
 9. Any retaining walls greater than 4' will require a building permit from the Codes Dept.
 10. Show Williamsport Drive on the southern side of this property extending into the site to connect to Bonifay Drive where Spearing Court is shown. The existing portion of Williamsport Drive on the southern side of this development will be required to be renamed and every house along it will be required to change the address.
 11. Submit road names & E911 approval for those road names.
 12. Show and label all easements with measurements.
 13. Do not show existing structures without a mass grading permit.
 14. Add a fire hydrant at the end of Road "A".
 15. Locate the fire hydrant outside of the sidewalk at Lots 4 & 49.
 16. Add the water and sewer line sizes.
 17. Since the Finished Floor Elevation of this project is below the rim elevation of the next upstream sewer manhole, the sewer exiting the first floor of this building must pass through a backwater valve in compliance with section 714 of the International Plumbing Code (2018 ed.). Note that plumbing from the upper stories may NOT pass through this backwater valve. Note backwater valves on the drawings.

Motion by Vice-Mayor Marc Adkins, seconded by Amy Wise to defer the Preliminary Plat for Estates at Williamsport one month to the February meeting.

Vote: 7 - 0 Passed - Unanimously

2. Mable Farms

Rock Springs Road

Owners / Developer: Morgan Mable, John Morgan, Mike & Teresa Wray, Joe Morgan, Josh Miller / Century Communities of Tennessee, LLC

A Preliminary Plat for Mable Farms was submitted for Rock Springs Road. This property can be further referenced by Rutherford County Tax Map: 32, Parcels: 29.00, 29.02, 29.03, 29.04, 29.05, is comprised of 40.34 acres, and is zoned PRD. The following staff comments were made:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. A NPDES permit will be required for land disturbance activities greater than one acre. The Town of Smyrna must have a copy of the NOC (Notice of Coverage) prior to issuance of any grading or building permits.
3. A grading permit fee of \$4,419.00 will be required.
4. Signs will require a separate permit.
5. The Major Thoroughfare Plan designates Rock Springs Road as a collector. Adequate right-of-way is shown to be dedicated for this street.
6. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and referenced on the final plat.
7. The required minimum fire flow is 1,000 GPM @ 20 PSI for the houses and 1,500 GPM @ 20 PSI for the amenity center.
8. Any retaining walls greater than 4' will require a building permit from the Codes Dept.
9. An ARAP will be required for each road and utility crossing.

10. All architectural requirements of the PRD will be required to be met when building permits are issued.
11. A separate site plan will be required for review of the amenity center.
12. The sewer main extension to the western property line may need to be relocated due to topography in the area where it is shown.
13. Add a crosswalk across Triana Lane to connect the sidewalks together.
14. Please reference CUD Will Serve Letter for Cooks Lane 2 issued 4/21/2024 for detailed information regarding water line connections and existing flow available to site. CUD can only meet 500 GPM flow requirement and homes will be required to be fire-sprinkled.
15. Plans have been submitted to CUD and are currently in queue to be reviewed by CUD.
16. All easements labeled "PUDAE" should be labeled "PUDE" on all sheets.

Motion by Amy Wise, seconded by Salena Scott to approve the Preliminary Plat for Mable Farms with the above listed staff comments.

Vote: 7 - 0 Passed - Unanimously

c. Final Plats:

1. Sam Davis Center

Intersection of Sam Davis Road & Nissan Drive

Owner / Developer: Grand Salkhi Properties, LLC / Salkhi Properties, LLC

A Final Plat for Sam Davis Center located at the intersection of Sam Davis Road & Nissan Drive was submitted. This property can be further referenced by Rutherford County Tax Map: 27, Parcel: 6.08, is comprised of 4.00 acres, is zoned C-2, and consist of 3 lots. The following staff comments were made:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. Signs will require a separate permit.
3. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and referenced on the final plat.
4. Provide cross access easements for all three lots to be able to access each other.
5. Add the owner's signature prior to submittal for recording.
6. Show the proposed fire hydrant location.
7. Show the correct spelling of the owners' names for Tax Map 27, Parcel 31.

Motion by Amy Wise, seconded by Charles Scurr, PhD to approve the Final Plat for Sam Davis Center with the above listed staff comments.

Vote: 7 - 0 Passed - Unanimously

d. Site Plans:

1. 7 Brew

SW Corner of President Place & Isabella Lane

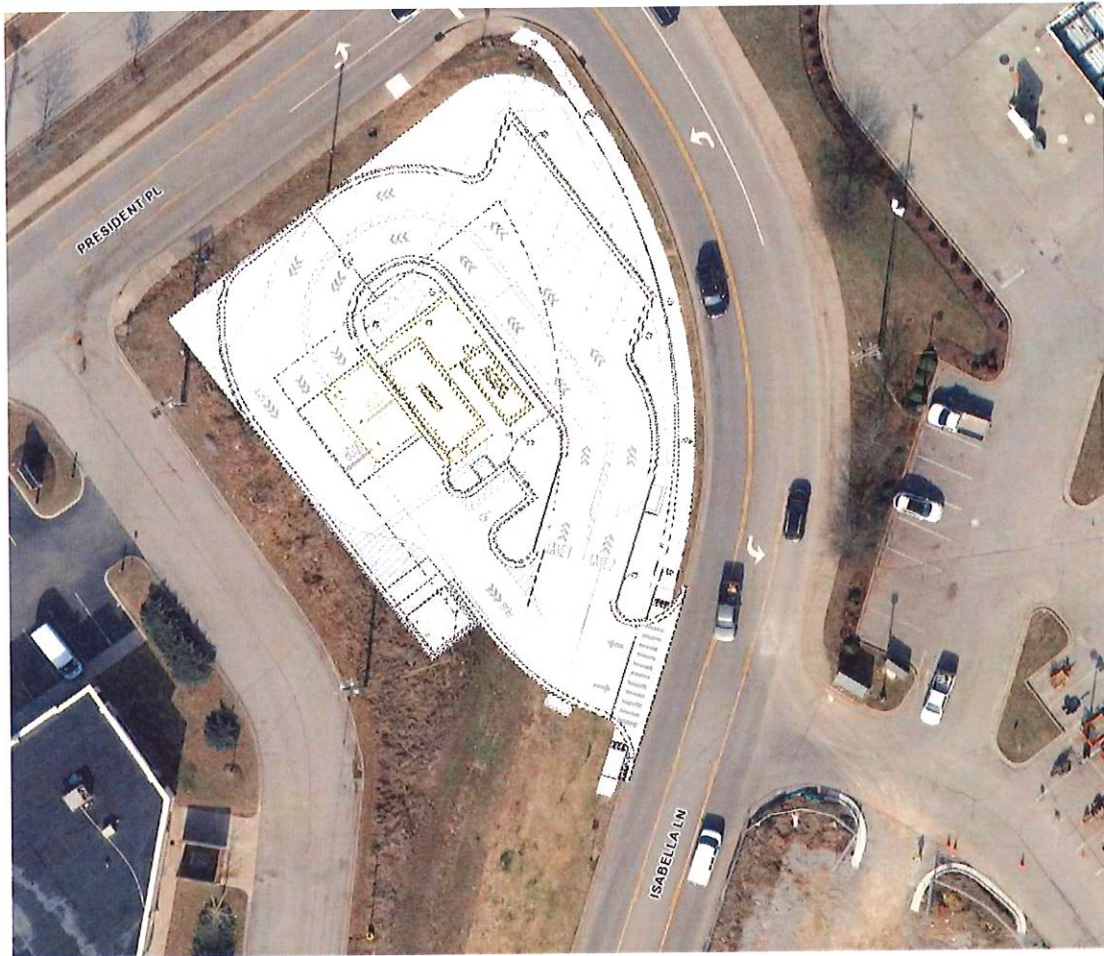
Owner / Developer: Who Brew, LLC

Location: 800 Isabella Lane	Applicant: Who Brew LLC
Tax Map/Parcel: 28/72.00	Property Owner(s): JLJ Strategic Realty LLC
Zoning: C-2	Use Classification: Restaurant

Proposal

A. Location Analysis

7 Brew Coffee is proposing a new facility at the corner of Isabella Lane and President Place. The building would be 747 square feet and drive-through only. Queuing would accommodate approximately 23 vehicles in two stacking lanes. As shown, there would be one ingress and egress point of access off of Isabella Lane aligned across from the entrance to Home Depot and Champy's Chicken.



Development Standards

	Required	Proposed
Square Footage of Vehicular Use Area	N/A	11,054 SF
Square Footage of Open Space/Landscaping	1,105 SF	2,727 SF
Total Parking	8 Spaces	10 Spaces
Handicapped Parking Space(s)	1 Space	1 Space

B. Landscaping

Landscape plan shows boxwood shrubs planted throughout the site with sugar maple and willow oaks. As shown, the landscape plan does not meet Design Review Manual requirements for streetscaping.

C. Design Review

Architectural elevations show the building to be finished with a mixture of brick, glass/glazing, fiber cement siding and metal. All sides of the building must meet the Design Review Manual requirement of a minimum 75% primary materials due to the visibility from all road frontages. The elevations will need to be further detailed to determine if requirements are met.

Standard Comments:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. A NPDES permit will be required for land disturbance activities greater than one acre. The Town of Smyrna must have a copy of the NOC (Notice of Coverage) prior to issuance of any grading or building permit.
3. A grading permit fee will be required.
4. Signs will require a separate permit and may not be located within any easements.
5. The Major Thoroughfare Plan designates President Place and Isabella Lane as collectors. Adequate right-of-way exists for both streets.
6. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and referenced on the final plat.
7. The required minimum fire flow is 1,500 GPM at 20 PSI.

Staff Comments:

1. Approval of this site plan would be subject to the approval of the rezoning request to C-2 by the Town Council.
2. Submit the required water load sheet for water meter sizing.
3. There is a left turn lane conflict with Home Depot. This conflict must be addressed.
4. Revise the landscape plan to meet the Design Review Manual.
5. A sidewalk is required along the entire lot frontage along Isabella Lane.
6. Provide building material percentages for each wall elevation as well as the entire building.
7. Revise architectural elevations to meet Design Review. All four sides of the building are required to be 75% primary materials. Concrete siding is not a primary material. Please detail what is meant by "siding" for the materials used and show the percentage for each material.
8. Sewer service shall be 6".
9. Submit hard copies of the elevations.

Staff Recommendation: Staff recommends deferral or denial due to the site work required to be modified with the comments listed above.

Motion by Councilman Steve Sullivan, seconded by Matthew Carver to defer the Site Plan for 7 Brew one month to the February meeting.

Vote: 7 - 0 Passed - Unanimously

2. Harts Branch Clubhouse
Off of Rock Springs Road
Owner / Developer: Regent Development, LLC

Location: 461 Backlin Drive	Applicant: Regent Homes
Tax Map/Group/P/O Parcel: 28E/A/16.00	Property Owner(s): Harts Branch, LLC
Zoning: PRD	Use Classification: Amenity Center

Proposal

A. Location Analysis

The Harts Branch townhome subdivision is proposing to construct a clubhouse building in an amenity area near the intersection of Backlin Drive and Sturdee Circle. The clubhouse area is to be approximately 1,417 square feet with 155 square feet of covered patio space, yielding a total square footage of 1,572. The building is to be finished with a mixture of brick and fiber cement board, which is consistent with other buildings within the development.



Development Standards

	Required	Proposed (Site Total)
Square Footage of Vehicular Use Area	N/A	4.04 Acres
Square Footage of Open Space/Landscaping	0.41 Acres	0.55 Acres

B. Landscaping

Landscape plan shows a variety of shrubbery and trees planted at the base of the proposed clubhouse building.

C. Design Review

Architectural elevations show the clubhouse to have a mixture of brick, glass/glazing and fiber cement siding. As presented, the materials shown for the clubhouse match the materials for townhomes within the development.

Standard Comments:

1. No roads shown on the Major Thoroughfare Plan are affected by this request.
2. Signs will require a separate permit. Signs may not be located within any easements.
3. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and

- referenced on the final plat.
4. The required minimum fire flow is 1,500 GPM at 20 PSI.
 5. Submit required water load sheet for water meter sizing.
 6. The clubhouse will need a separate grading permit as it is not covered under the current grading permit.

Staff Recommendation: Staff recommends approval with the above listed comments.

Motion by Vice-Mayor Marc Adkins, seconded by Amy Wise to approve the Site Plan for Harts Branch Clubhouse with the above listed staff comments.

Vote: 7 - 0 Passed - Unanimously

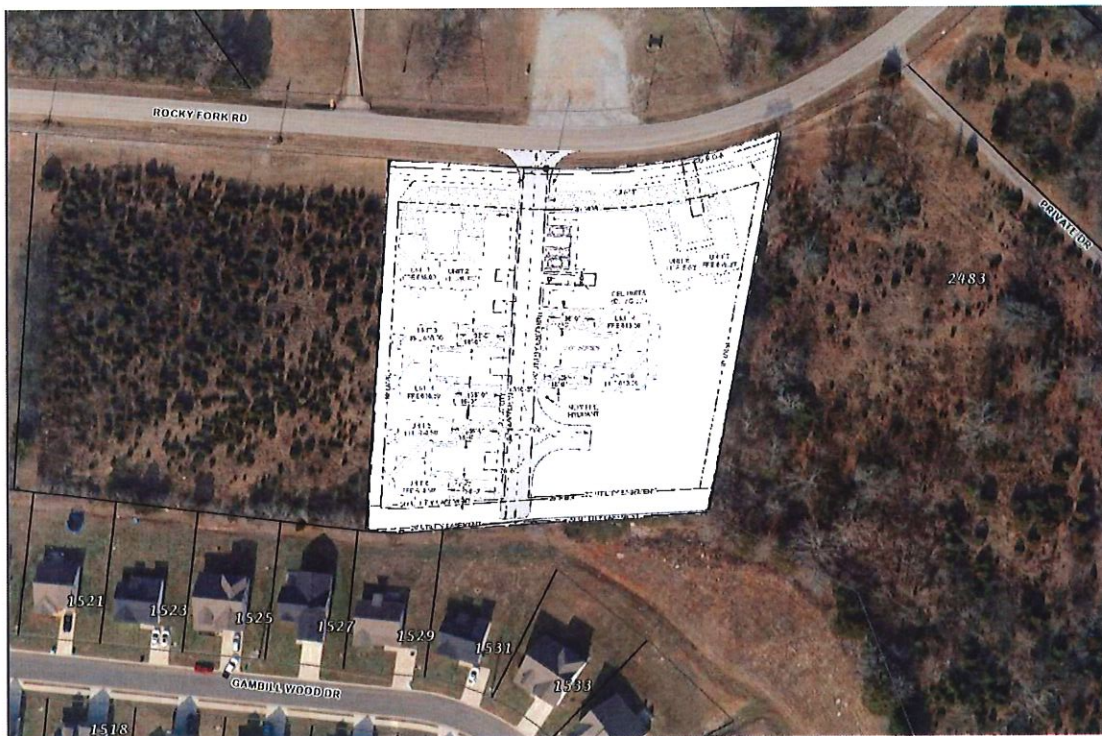
3. Janet Ibrahim
Rocky Fork Road
Owner / Developer: Janet Ibrahim

Location: Rocky Fork Road	Applicant: Rhodes Engineering
Tax Map/Parcel: 33/73.03	Property Owner(s): Philo Construction LLC
Zoning: PRD	Use Classification: Duplexes

Proposal

A. Location Analysis

A new duplex development is planned on Rocky Fork Road following a recent approval by the Town Council for a rezoning to PRD in November 2024. The development would consist of 5 duplexes/10 units on 2.10 acres with one ingress/egress point off of Rocky Fork Road.



Development Standards

	Required	Proposed
Square Footage of Vehicular Use Area	N/A	9,981 SF

Square Footage of Open Space/Landscaping	998 SF	9,974 SF
Total Parking	45 Spaces	45 Spaces
Handicapped Parking Space(s)	N/A	1 Space

B. Landscaping

Landscape plan shows a Type A landscape buffer along the eastern and western lot lines abutting the adjacently zoned R-3 property. Willow Oak trees are shown along Rocky Fork Road with shrubbery planted between the trees. There is preserved vegetation shown in the southwestern corner of the property with no vegetation shown on the remainder of the southern lot line due to the presence of underground utilities and easements. Additional shrubbery and trees are shown within the development.

C. Design Review

Architectural elevations show the units to be finished with a mixture of brick, glass/glazing and fiber cement boards. The front elevations show to be entirely brick on the first floor with primarily fiber cement board on the second floor and windowed eaves to be brick. The right and left elevations mirror one another with the front half being single story shown as brick and the entire second half of the side elevations are to be fiber cement board. The rear of the units are entirely fiber cement board.

Standard Comments:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. A NPDES permit will be required for land disturbance activities greater than one acre. The Town of Smyrna must have a copy of the NOC (Notice of Coverage) prior to issuance of any grading or building permit.
3. A grading permit fee of \$555.00 will be required.
4. Signs will require a separate permit and may not be located within any easements.
5. The Major Thoroughfare Plan designates Rocky Fork Road as a collector. Adequate right-of-way is required to be dedicated for this street.
6. The required minimum fire flow is 1,000 GPM at 20 PSI.
7. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and referenced on the final plat.

Staff Comments:

1. Submit the required water load sheet for water meter sizing.
2. Submit and record the final plat prior to receiving building permits. Show right-of-way dedication and utility easements on the plat.
3. How is the drainage going to the detention pond? Please show on the plans.
4. Provide documentation where the developer has permission from the adjacent property owner to extend the sewer through the easement.
5. Submit architectural elevations to match what is shown on the approved PRD.
6. Landscape and storm structures cannot overlap. Out fall running through the buffer.
7. Provide parking details.
8. Show all existing utilities around offsite sewer tie-in.
9. The maximum run of a sewer main from manhole to manhole is 350 feet.
10. Submit profile pages for proposed water and sewer mains.
11. Submit a full set of construction plans.
12. Submit a plan showing proposed lighting and screening consistent with the requirements of the Enon Springs Overlay.

13. Show the existing tree canopy area including which portion of it will be preserved.
14. Provide a color palette for the proposed buildings.
15. Show the existing water, sewer and gas mains on Gambillwood Drive.
16. Why are existing trees being shown on top of sewer lines?
17. No trees are allowed within sewer easements.
18. Show all proposed easements and offsite sewer easements.
19. Submit road name and E911 approval of that road name.
20. Show crosswalk where truncated domes are located.

Staff Recommendation: Staff recommends denial or deferral due to the list of outstanding comments remaining.

Motion by Vice-Mayor Marc Adkins, seconded by Amy Wise to defer the Site Plan for Janet Ibrahim one month to the February meeting.

Vote: 7 - 0 Passed - Unanimously

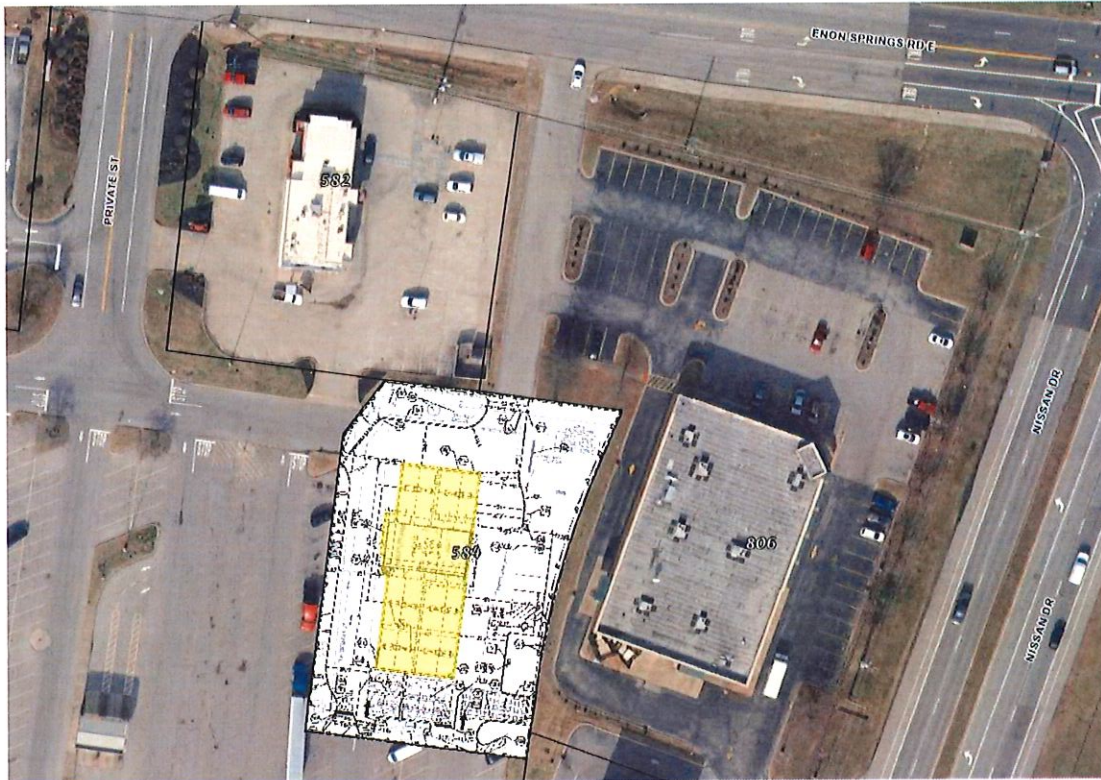
4. Murphy USA
584 Enon Springs Road, East
Owner / Developer: Murphy Oil USA, Inc.

Location: 584 Enon Springs Road E.	Applicant: Greenberg Farrow
Tax Map/Group/Parcel: 34C/A/2.02	Property Owner(s): Murphy Oil USA Inc.
Zoning: C-2	Use Classification: Fuel Center

Proposal

A. Location Analysis

Murphy USA is proposing a redevelopment of their existing facility within the Walmart parking lot. The existing building is approximately 123 square feet with a 2,688 square foot canopy and 8 fuel pumps. The proposed plans show an approximately 1,400 square foot building with a 5,658 square foot canopy and 12 fuel pumps. Building orientation on the property and canopy is proposed to stay consistent with the existing facility, but enlarged.



Development Standards

	Required	Proposed
Square Footage of Vehicular Use Area	N/A	14,869 SF
Square Footage of Open Space/Landscaping	1,487 SF	3,169 SF
Total Parking	14 Spaces	18 Spaces
Handicapped Parking Space(s)	1 Space	1 Space

B. Landscaping

Landscape plan shows existing vegetation remaining on the site in non-disturbed areas. Additional shrubbery and a tree is proposed to be planted in the southeastern corner of the site where the parking is to be reconfigured and dumpster enclosure added.

C. Design Review

Architectural elevations submitted show a mixture of brick, glass/glazing and architectural composite metal panels (ACM). Percentages have not been shown to verify whether the elevations meet Design Review requirements.

Standard Comments:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. A NPDES permit will be required for land disturbance activities greater than one acre. The Town of Smyrna must have a copy of the NOC (Notice of Coverage) prior to issuance of any grading or building permit.
3. A grading permit fee will be required.
4. Signs will require a separate permit and may not be located within any easements.
5. No roads shown on the Major Thoroughfare Plan are affected by this request.
6. The required minimum fire flow is 1,500 GPM at 20 PSI.

Staff Comments:

1. Provide architectural elevations with percentages on each wall face and building as a whole.
2. The relocation of the fuel tanks requires a State permit.
3. Provide a 6 inch sewer service.
4. Water service needs a backflow preventer with a hot box.
5. Provide sewer cleanouts at a maximum of 75'.
6. Use water and sewer details from the Town of Smyrna water and sewer specifications.

Staff Recommendation: Staff recommends approval with above listed comments.

Motion by Councilman Steve Sullivan, seconded by Salena Scott to approve the Site Plan for Murphy USA with the above listed staff comments.

Vote: 7 - 0 Passed - Unanimously

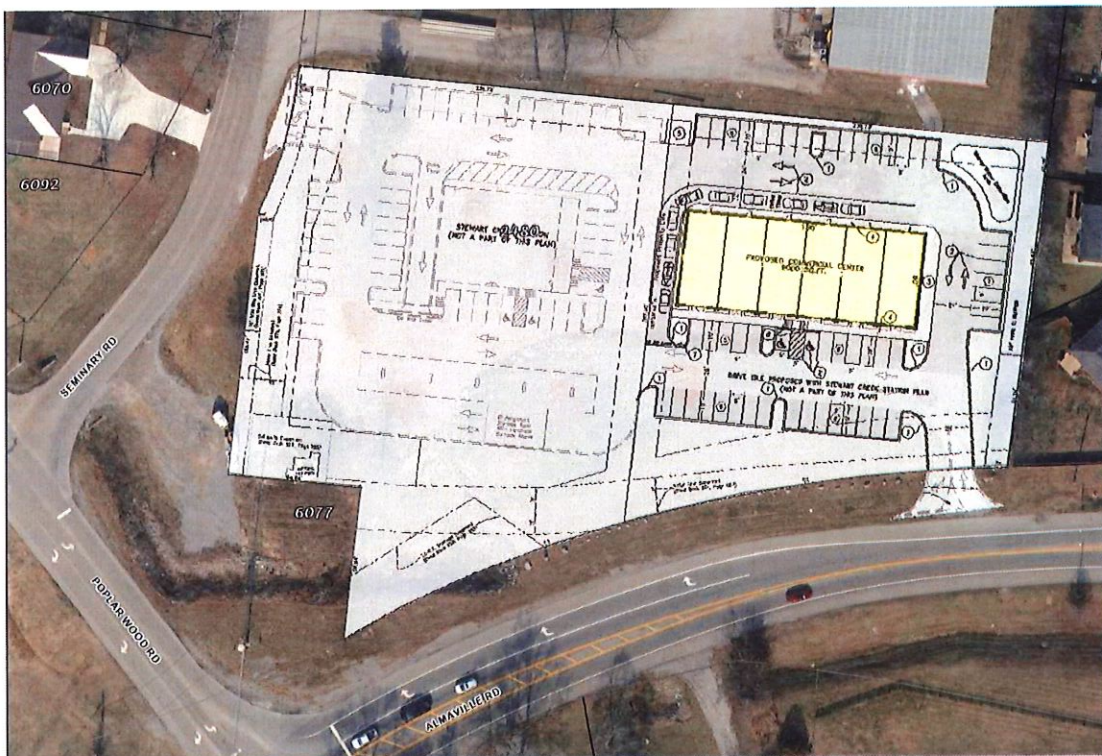
5. Stewart Creek Retail
Intersection of Poplarwood Drive & Almadale Road
Owner / Developer: Mayan 2022, Inc.

Location: Corner of Almadale Rd & Poplar Wood Rd	Applicant: Hardik Patel
Tax Map/Part of Parcel: 55/7.02	Property Owner(s): Mayan 2022 Inc
Zoning: C-2	Use Classification: Retail

Proposal

A. Location Analysis

Stewarts Creek Retail is proposing to build a 9,000 square foot general commercial building near the intersection of Almadale Road and Poplarwood Road. There would be a single right in/right out off of Almadale Road with additional access from the future parcel to the west. Upgrades to Almadale Road and intersections in the vicinity are proposed with the development of the adjoining gas station.



Square Footage of Vehicular Use Area	N/A	0.61 Acres
Square Footage of Open Space/Landscaping	2,667 SF	2,750 SF
Total Parking	45 Spaces	51 Spaces
Handicapped Parking Space(s)	3 Spaces	3 Spaces

B. Landscaping

Landscape plan shows a Type C landscape buffer along the eastern property line abutting the single family residences in Belmont Subdivision with shrubbery continuing along the rear lot line. Additional streetscaping is shown along Almaville Road with trees in landscaped islands throughout the site.

C. Design Review

Architectural elevations show the building to be finished with a mixture of brick, tile and glass/glazing. As presented, revised elevations meet Design Review with all four wall faces to be finished with at least 75% primary materials.

Standard Comments:

1. A Development Agreement will be required prior to any construction activity beginning with this section per Smyrna Municipal Code Title 14, Chapter 7.
2. A NPDES permit will be required for land disturbance activities greater than one acre. The Town of Smyrna must have a copy of the NOC (Notice of Coverage) prior to issuance of any grading or building permit.
3. A grading permit fee of \$512.00 will be required.
4. Signs will require a separate permit and may not be located within any easements.
5. The Major Thoroughfare Plan designates Almaville Road as a minor arterial. Adequate right-of-way exists for this street.
6. The required minimum fireflow is 2,000 GPM at 20 PSI.
7. A Stormwater Control Measure Long Term Maintenance Agreement designed to the specifications of the Long Term Maintenance Plan must be completed, recorded, and referenced on the final plat.

Staff Comments:

1. Submit required water load sheet for water meter sizing.
2. Submit final plat to be recorded prior to receiving building permits.
3. Add a raised curb at the right-in and right-out only access point off of Almaville Road.
4. Owner must submit a Water Service Availability request to CUDengineering@ cudrc.com to receive a Will Serve letter from CUD.
5. CUD has an existing 12" water main along Almaville Road that should be able to meet the 1,500 GPM flow requirement to this site.
6. Once available, for specific comments, submit full set of plans directly to CUDengineering@ cudrc.com for future review and comment.

Staff Recommendation: Staff recommends approval with the above listed comments.

At this time, Chairman Tim Morrell acknowledged Town Engineer Charles King to speak regarding this request.

Motion by Councilman Steve Sullivan, seconded by Matthew Carver to approve the Site Plan for Stewart Creek Retail with the consideration of curbed entrances and the above listed staff

comments.

Vote: 7 - 0 Passed - Unanimously

6. Zoning Ordinance Amendment:

- a. Amendments to the Zoning Ordinance: Article II, Article IV, Article V, and Article VII regarding Special Institutional Care Facilities

Motion by Councilman Steve Sullivan, seconded by Charles Scurr, PhD to approve the Amendments to the Zoning Ordinance: Article II, Article IV, Article V, and Article VII regarding Special Institutional Care Facilities.

Vote: 7 - 0 Passed - Unanimously

- b. Amendment to the Zoning Ordinance: Article IV, Section 4.073

Motion by Amy Wise, seconded by Matthew Carver to approve the Amendment to the Zoning Ordinance: Article IV, Section 4.073.

Vote: 7 - 0 Passed - Unanimously

7. January Bond Review Report

Motion by Vice-Mayor Marc Adkins, seconded by Amy Wise to approve the January Bond Review Report with staff recommendations.

Vote: 7 - 0 Passed - Unanimously

8. Staff comments and/or other business

At this time, Kevin Rigsby made an announcement to remind everyone of the upcoming joint Planning Commission and Town Council meeting on January 28, 2025 at 5:00pm at the Event Center to discuss the Safe Streets for All Plan and the Mobility Plan.

At this time, Kevin Rigsby made an announcement to remind everyone of the upcoming joint Planning Commission and Town Council meeting on January 30, 2025 at 3:00pm at Town Hall to discuss various issues.

At this time, Vice-Mayor Marc Adkins welcomed Councilman Steve Sullivan to the Planning Commission, and thanked Tim Morrell for his continued service to the Planning Commission.

At this time, Town Manager Dave Santucci addressed the closing of Town Hall and only operating with essential employees for Friday, January 10, 2025.

At this time, Kevin Rigsby reminded everyone of the survey for the Mobility Plan that is located at the top of the Town website as a banner at the top of the page.

9. Adjournment

Respectfully submitted:



Kevin Rigsby
Secretary

Certified by:



Tim Morrell
Chairman