MINUTES OF MEETING OF THE BRENTWOOD PLANNING COMMISSION

BRENTWOOD, TENNESSEE

The regular meeting of the Brentwood Planning Commission met on Monday, November 6, 2017 at 7:00 p.m. at Brentwood City Hall.

Present were Chairman Janet Donahue, Carole Crigger, Sandi Wells, John Magyar, John Church, Brandon Oliver, Commissioner Ken Travis, Jack Moriarty and Chris Clark. Staff present were Jeff Dobson, Kirk Bednar, Steve Foster, Jay Evans, Katie Jardieu, Todd Petrowski, Mike Harris, Darek Baskin, Holly Earls and Debbie Hedgepath. Stevan Pippin was absent.

Commissioner Crigger moved for approval of the minutes from the October 2, 2017 meeting as written; seconded by Mr. Moriarty. Approval was unanimous.

**CONSENT AGENDA**

Item 1: BPC1709-009 Revised Site Plan – Stewart Builders Supply, 1681 Mallory Lane, Zoning C-3

Stewart Builders Supply requested approval of a revised site plan that proposed the replacement of one lumber storage shed that was destroyed by a wind storm earlier in 2017.

The new shed will be of the same design as the others, but smaller. The building will be open on the long sides, as the existing buildings and include an area of 1,938 square feet. It will be generally placed in its previous location, within the building envelope, adjacent to and south of, the two existing sheds. The existing sheds include an area of 3,045 sq. ft. each.

Staff recommended approval of the proposed revised site plan subject to the following conditions:

1. A site plan shall be vested for a period of three years from the date of the original approval.
2. Add the following note to the site plan;

*This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  If construction is not completed during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period.  The Initial vesting period for this plan expires on November 6, 2020, unless extended by the City of Brentwood.  Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

1. When the construction authorized pursuant to a site plan is not completed within three years from the date of initial approval, but the applicant desires to complete the project proposed for the site, the plan as initially approved for the project or as amended shall be considered a preliminary site plan. If the applicant secures all necessary permits, commences site preparation and obtains approval of a final site plan within the three-year vesting period following approval of the preliminary site plan, then the vesting period shall be extended an additional two years beyond the expiration of the initial three-year vesting period. During the two-year extension, the applicant must commence construction and maintain any necessary permits to remain vested.
2. If necessary permits are maintained and construction, as defined by Section 78-43, has commenced by the end of the two-year extension, then the vesting period shall remain in effect until the Planning and Codes Department has certified final completion of the project, provided the total vesting period shall not exceed ten years from the date of approval of the preliminary site plan.
3. If the construction authorized pursuant to a site plan is completed within three years from the date of approval, the site plan shall then be considered the final site plan for the project.
4. The property owner is responsible for all development fees including water and sewer service and tap fees, building permit fees and Public Works Project Fees
5. Approval of the site plan does not constitute approval of the signage plan. All signs must comply with the Brentwood Sign Ordinance. A comprehensive sign package including all signs (temporary or permanent, wall or ground) must be submitted to the Planning Department for review.
6. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun.
7. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
8. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
9. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on ***November 6, 2017.*** Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 2: BPC1710-001 Minor Revisions to Previously Approved Site Plan– First Farmers and Merchants Bank, 5020 Harpeth Drive, Zoning C-4

H. Michael Hindman Architects requested approval of minor revisions to the previously approved site plan for the First Farmers Bank located at 5020 Harpeth Drive. The proposed plan added a small canopy over the drive-thru teller call box at the rear of the building. The proposed canopy will be painted brown to match the building.

The canopy is supported by a single pole being approximately 10 feet tall. The metal canopy measures approximately 6’ x 7’ and is illuminated using LED lighting.

Staff recommended approval of the proposed minor revisions to the previously approved site plan subject to the following conditions:

1. A site plan shall be vested for a period of three years from the date of the original approval.
2. Add the following note to the site plan;

*This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  If construction is not completed during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period.  The Initial vesting period for this plan expires on June 6, 2019, unless extended by the City of Brentwood.  Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

1. When the construction authorized pursuant to a site plan is not completed within three years from the date of initial approval, but the applicant desires to complete the project proposed for the site, the plan as initially approved for the project or as amended shall be considered a preliminary site plan. If the applicant secures all necessary permits, commences site preparation and obtains approval of a final site plan within the three-year vesting period following approval of the preliminary site plan, then the vesting period shall be extended an additional two years beyond the expiration of the initial three-year vesting period. During the two-year extension, the applicant must commence construction and maintain any necessary permits to remain vested.
2. If necessary permits are maintained and construction, as defined by Section 78-43, has commenced by the end of the two-year extension, then the vesting period shall remain in effect until the Planning and Codes Department has certified final completion of the project, provided the total vesting period shall not exceed ten years from the date of approval of the preliminary site plan.
3. If the construction authorized pursuant to a site plan is completed within three years from the date of approval, the site plan shall then be considered the final site plan for the project.
4. Approval of the site plan does not constitute approval of the signage plan. All signs must comply with the Brentwood Sign Ordinance. A comprehensive sign package including all signs (temporary or permanent, wall or ground) must be submitted to the Planning Department for review.
5. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun.
6. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
7. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
8. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on November 6, 2017. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 3: BPC1710-005 Final Plat – Fox Crest Subdivision, 777 Edmondson Pike, Zoning R-2

James Terry & Associates, Land Surveyors requested approval of a revised final plat showing six lots on approximately 8.28 acres of land. The subject property is located along the east side of Edmondson Pike, north of the Edmondson Elementary School.

The project was formally known as McClendon Acres. A plat for the property was originally recorded in October 2008.

All lots will be provided sewer service via grinder pumps.

Staff recommended approval of the proposed revised final plat subject to the following conditions:

1. Show the correct location / alignment of the low pressure force main at the cul-de-sac.
2. Approval of a final plat by the planning commission shall become effective upon the date of the last signature required on the plat for recording. The initial vesting period shall be for a period of five years after approval.
3. Add the following note to the final plat:

*This final plat is subject to a vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  Upon expiration of the vesting period, development of the property shown on this plat may be subject to standards other than those that were applicable during the vesting period.  The vesting period for this plat expires on \_\_\_\_\_\_\_\_\_\_\_, unless extended by the City of Brentwood.  Persons relying on this plat after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

**(Planning and Codes Department staff will insert the expiration year for the plat at the time the plat is ready for recording and may also make changes to the wording of the above note as necessary to carry out the intent of Standard Requirements 1, 2 and 3 below.)**

1. All applicable security, that meets the requirements of Article Eight of the Brentwood Subdivision Regulations must be received by staff for all required roadway, drainage, street lighting, water, sewer, buffer landscaping, signage and amenity improvements before the plat for the first phase of the project can be signed by the Planning Commission Secretary for recording. The landscaping security shall be posted in an amount equal to one hundred ten percent (110%) of the total cost of the materials and installation of the improvements.
2. Add the following Grinder Pump note to the plat. Modify the language of the note currently shown.
3. In accordance with Section 70-132(d) of the Municipal Code -- Grinder pumps and associated sewer lines shall be installed in accordance with plans approved by the Brentwood Water and Sewer Department. Force mains for grinder pumps shall not be located under structures, driveways, or concrete slabs unless specifically approved by the water and sewer department. The developer shall furnish the City, for all designated lots with pressurized grinder pump sewer, the cash equivalent of $1,900 per pump for each lot subject to the determination of the water/sewer director. The cash is intended to serve as replacement expenses in the future (7-10 years). Payment for replacement of the grinder pumps must be made at the time of the signing of the final mylar.
4. The property owner is responsible for all development fees including water and sewer service and tap fees, building permit fees and Public Works Project Fees.
5. Approval of the site plan does not constitute approval of the signage plan. All signs must comply with the Brentwood Sign Ordinance. A comprehensive sign package including all signs (temporary or permanent, wall or ground) must be submitted to the Planning Department for review.
6. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun.
7. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
8. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
9. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on November 6, 2017. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 4: BPC1710-006 Hillside Overlay Site Plan Review – Traditions Subdivision, Lot 5, 9104 Raindrop Circle, Zoning OSRD

Legacy Homes of TN, LLC requested approval of a Hillside Protection Overlay Site Plan for Lot 5, located at 9104 Raindrop Circle within Section 1 of the Traditions Subdivision.

|  |  |
| --- | --- |
| ***LOT 5, 9104 RAINDROP CIRCLE – TRADITIONS*** | |
| *Lot Area (sf)* | *30,481 sf* |
| *Total Area of Home (sf)* | *7,136 sf* |
| *Heated Area (sf)* | *5,501 sf* |
| *Impervious Area (sf)* | *9,413 sf* |
| *Green Space Provided (%)* | *69.12%* |
| *Green Space Required (%)* | *40%* |

The proposed exterior materials used on the elevations include: painted brick, in a beige color, horizontal siding, brown shingle roof with metal accents.

The future home on the site will require a residential sprinkler system, per the requirements of the Hillside Protection Overlay.

Staff recommended approval of the proposed Hillside Protection Overlay site plan subject to the following conditions:

1. Residential sprinkler plans showing applicable details must be included as part of the plans submitted for building permit review and approval.
2. A Hillside Protection site plan shall be vested for a period of three years from the date of the original approval.
3. Add the following note to the site plan;

*This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  If construction is not completed during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period.  The Initial vesting period for this plan expires on November 6, 2020, unless extended by the City of Brentwood.  Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

1. When the construction authorized pursuant to a site plan is not completed within three years from the date of initial approval, but the applicant desires to complete the project proposed for the site, the plan as initially approved for the project or as amended shall be considered a preliminary site plan. If the applicant secures all necessary permits, commences site preparation and obtains approval of a final site plan within the three-year vesting period following approval of the preliminary site plan, then the vesting period shall be extended an additional two years beyond the expiration of the initial three-year vesting period. During the two-year extension, the applicant must commence construction and maintain any necessary permits to remain vested.
2. If necessary permits are maintained and construction, as defined by Section 78-43, has commenced by the end of the two-year extension, then the vesting period shall remain in effect until the Planning and Codes Department has certified final completion of the project, provided the total vesting period shall not exceed ten years from the date of approval of the site plan.
3. If the construction authorized pursuant to a site plan is completed within three years from the date of approval, the site plan shall then be considered the final site plan for the project.
4. Verify adequate water pressure and flow for sprinkler system. If the lot contains two meter boxes, one is to be used for fire service only, the other used for irrigation/domestic. Contact water department to determine which meter is to be used for fire service if not identified in field.
5. Development of the lot must meet the requirements in the zoning regulations, Chapter 78, Division 14. Provide additional information on the meter and water line service required for a fire sprinkler system.
6. The property owner is responsible for all development fees including water and sewer service and tap fees, building permit fees and Public Works Project Fees.
7. Add the following note to the plans that are to be submitted for building permit review: “This document certifies that the building materials specified in the Planning Commission approval of this project (BPC1710-006) are likewise provided for in the plans submitted. Any deviation from the approved building materials will negate any staff approval of said plans. Proposed changes to project specifications will be submitted to the Planning Commission for further consideration.
8. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun. The required inspections must also be completed before a certificate of completion is issued for the project.
9. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
10. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
11. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on November 6, 2017. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 5: BPC1710-009 Revised Building Elevations – East Park 3 Office Building, 3 Maryland Way, Zoning C-1

ASD I Sky Architects requested approval of revised building elevations for the East Park Three office building.

The proposal included new facades on the north and a portion of the west building elevations. Both improvements will include curtain wall glazing, stucco, composite metal panels and a metal storefront. A new metal canopy is also proposed on the north building elevation. The existing mechanical penthouse will also be painted to match the new facades.

The Williamson County Property Assessor shows a building area of 83,008 sf on a 5.68-acre lot.

Staff recommended approval of the proposed revised site plan subject to the following conditions:

1. A site plan shall be vested for a period of three years from the date of the original approval.
2. Add the following note to the site plan;

*This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  If construction is not completed during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period.  The Initial vesting period for this plan expires on November 6, 2020, unless extended by the City of Brentwood.  Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

1. When the construction authorized pursuant to a site plan is not completed within three years from the date of initial approval, but the applicant desires to complete the project proposed for the site, the plan as initially approved for the project or as amended shall be considered a preliminary site plan. If the applicant secures all necessary permits, commences site preparation and obtains approval of a final site plan within the three-year vesting period following approval of the preliminary site plan, then the vesting period shall be extended an additional two years beyond the expiration of the initial three-year vesting period. During the two-year extension, the applicant must commence construction and maintain any necessary permits to remain vested.
2. If necessary permits are maintained and construction, as defined by Section 78-43, has commenced by the end of the two-year extension, then the vesting period shall remain in effect until the Planning and Codes Department has certified final completion of the project, provided the total vesting period shall not exceed ten years from the date of approval of the site plan.
3. If the construction authorized pursuant to a site plan is completed within three years from the date of approval, the site plan shall then be considered the final site plan for the project.
4. Approval of the site plan does not constitute approval of the signage plan. All signs must comply with the Brentwood Sign Ordinance. A comprehensive sign package including all signs (temporary or permanent, wall or ground) must be submitted to the Planning Department for review.
5. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun.
6. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
7. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
8. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on November 6, 2017. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 6: BPC1710-004 Minor Final Plat – Nicholson Subdivision, 460 Beech Creek Road North, Zoning R-2

Mr. Gregory Nicholson requested approval of a minor final plat that divides the existing 4.87 acres into two lots. The existing residence on Lot One will remain. The new area of Lot One will be 3.87 acres, while Lot Two will have an area of One acre. A total of 829 square feet will be dedicated as additional right-of-way for Beech Creek Road North along the south side of the lot.

The existing driveway will be relocated to serve both lots.

Staff recommended approval of the proposed minor subdivision plat subject to the following conditions:

1. Submit the plat for review and approval by the Williamson County Highway Department. Add a certificate block to the plat for a representative from the Highway Department to sign.
2. Provide the location of the existing water lines to serve these lots.
3. Show the location of low pressure force main and connection box on plat that will provide sewer service to both lots.
4. Revise the plat to show both lots to be served by a joint user access easement. The plat shall meet the requirements of Section 78-486(8) of the Municipal Code regarding shared access easements. Add the following note to the plat:

*“The transfer of lots shall be subject to the provision of such easements which shall provide for a guaranteed unrestricted right of access to all other owners providing such easements. All owners of lots subject to shared access easements shall be required to execute an agreement specifying responsibility for construction and perpetual maintenance of such easements in accordance with the approved access plan. The agreement shall specify that the parties thereto shall hold the city harmless from any and all liabilities resulting from unsafe conditions on the shared access easement. Copies of such agreements from the current owners of all lots through which shared access easements are to run shall be filed with the city manager or his designee. Construction on the shared access easement shall not be commenced until all such agreements are thus filed.”*

1. The plat shall meet the requirements of Section 78-486(14) of the Municipal Code regarding design criteria for residential driveways.
2. Add the following note to the plat – “Future additions to the existing structure shall comply with Section 26-68 of the Municipal Code regarding the installation of an automatic residential fire sprinkler system in structures located 500 feet or more from a public roadway or authorized private roadway.”
3. Approval of a final plat by the planning commission shall become effective upon the date of the last signature required on the plat for recording. The initial vesting period shall be for a period of five years after approval.
4. Add the following note to the final plat:

*This final plat is subject to a vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  Upon expiration of the vesting period, development of the property shown on this plat may be subject to standards other than those that were applicable during the vesting period.  The vesting period for this plat expires on \_\_\_\_\_\_\_\_\_\_\_, unless extended by the City of Brentwood.  Persons relying on this plat after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

**(Planning and Codes Department staff will insert the expiration year for the plat at the time the plat is ready for recording and may also make changes to the wording of the above note as necessary to carry out the intent of Standard Requirements 1, 2 and 3 below.)**

1. All applicable security, that meets the requirements of Article Eight of the Brentwood Subdivision Regulations must be received by staff for all required roadway, drainage, street lighting, water and sewer, improvements before the plat can be signed by the Planning Commission Secretary for recording.
2. The property owner is responsible for all development fees including water and sewer service and tap fees, building permit fees and Public Works Project Fees.
3. Provide the Planning staff with a digital copy of the proposed subdivision section and the entire project. This request is consistent with Article 2.3 of the Brentwood Subdivision Regulations. The file should be in AutoCAD .DWG or .DXF compatible format and CD-ROM. The file shall use the Tennessee State Plane coordinate system, Zone 5301, FIPS Zone 4100, NAD 83 datum. The digital copies must be received before the plat may be recorded.
4. Sewer services must be installed and the appropriate fees paid before the plan can be signed by the City.
5. Add the following Grinder Pump note to the plat:
6. In accordance with Section 70-132(d) of the Municipal Code -- Grinder pumps and associated sewer lines shall be installed in accordance with plans approved by the Brentwood Water and Sewer Department. Force mains for grinder pumps shall not be located under structures, driveways, or concrete slabs unless specifically approved by the water and sewer department. The developer shall furnish the City, for all designated lots with pressurized grinder pump sewer, the cash equivalent of $1,900 per pump for each lot subject to the determination of the water/sewer director. The cash is intended to serve as replacement expenses in the future (7-10 years). Payment for replacement of the grinder pumps must be made at the time of the signing of the final mylar.
7. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun.
8. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
9. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
10. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on November 6, 2017. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Mr. Magyar moved for approval of the items on the Consent Agenda; seconded by Mr. Clark. Approval was unanimous.

# REGULAR AGENDA

Item 1: BPC1710-011 Minor Site Plan Alteration – Springhill Suites, 7109 Town Center Way, Zoning C-4

Pinnacle Brentwood LLC, requests approval of a revised site plan/building elevations for the Springhill Suites hotel, located that the intersection of Town Center Way and Wilson Pike Circle. The project is currently under construction.

The revision includes the removal of a canopy above a walkway that was proposed to run in a north-south direction adjacent to the hotel and directly behind the existing Brentwood Chiropractic office.

Staff recommended approval of the proposed revised site plan, subject to the requirements of the staff report.

Ms. Donahue moved for approval of the minor site plan alteration subject to the following conditions being met to the satisfaction of staff:

1. A site plan shall be vested for a period of three years from the date of the original approval.
2. Add the following note to the site plan;

*This site plan is subject to a three year vesting period, during which the development standards in effect on the date of approval will remain the standards applicable to this plan.  If construction is not completed during the first three years, the original site plan is considered a preliminary site plan and the applicant must obtain approval of a final site plan. Development of the property shown on this plan may be subject to standards other than those that were applicable during the vesting period.  The Initial vesting period for this plan expires on May 4, 2018, unless extended by the City of Brentwood.  Persons relying on this plan after said date should contact the City of Brentwood to determine if development may continue as depicted on the plan.*

1. When the construction authorized pursuant to a site plan is not completed within three years from the date of initial approval, but the applicant desires to complete the project proposed for the site, the plan as initially approved for the project or as amended shall be considered a preliminary site plan. If the applicant secures all necessary permits, commences site preparation and obtains approval of a final site plan within the three-year vesting period following approval of the preliminary site plan, then the vesting period shall be extended an additional two years beyond the expiration of the initial three-year vesting period. During the two-year extension, the applicant must commence construction and maintain any necessary permits to remain vested.
2. If necessary permits are maintained and construction, as defined by Section 78-43, has commenced by the end of the two-year extension, then the vesting period shall remain in effect until the Planning and Codes Department has certified final completion of the project, provided the total vesting period shall not exceed ten years from the date of approval of the site plan.
3. If the construction authorized pursuant to a site plan is completed within three years from the date of approval, the site plan shall then be considered the final site plan for the project.
4. Approval of the site plan does not constitute approval of the signage plan. All signs must comply with the Brentwood Sign Ordinance. A comprehensive sign package including all signs (temporary or permanent, wall or ground) must be submitted to the Planning Department for review.
5. Development of the project shall be consistent with the recommendations of the submitted traffic study and the recommendations as provided by the City’s traffic consultant based upon their review of the traffic study.
6. Complete plans shall be submitted to the Planning and Codes Department for review, approval and issuance of the required permits before any work is begun. Additionally, all required electrical permits, issued by the State of Tennessee must be received before any work is begun.
7. All mechanical equipment including ground and roof level electrical transformers, heat and air conditioning equipment and similar facilities shall be screened from public view per the requirements of Section 78-246 (l) of the zoning ordinance.
8. Deviations from the approved plan/plat in the development of a project or the failure to satisfy any standard requirements or special conditions of approval imposed by the planning commission will be considered a violation of the provisions of the Zoning Ordinance, which shall be subject to punishment as provided in Section 1-9 of the Brentwood Municipal Code. The City may also require the applicant to appear before the Planning Commission to address any deficiencies or unapproved modifications. The project may also be subject to delays in issuance of permits, certificates of occupancy, recordation of plats or other project approvals.
9. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
10. All conditions previously placed on the project by the Planning Commission shall remain applicable to its development.
11. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on November 6, 2017. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Commissioner Travis seconded; motion passed 6-3 with Ms. Donahue, Commissioner Travis and Ms. Wells voting no.

Item 2: BPC1705-008 Revised Preliminary Plan – Tuscany Hills Subdivision, Corner of Ragsdale and Split Log Roads, Zoning OSRD

By request of the developer, this item was deferred from the agenda.

Item 3: BPC1710-008 Revised Site Plan – Scales Elementary School, 6430 Murray Lane, Zoning SI-2

By request of the applicant, this item was deferred from the agenda.

# OTHER BUSINESS

**2018 Planning Commission Meeting Schedule**

Mr. Oliver moved for approval of the 2018 Planning Commission meeting schedule; seconded by Mrs. Wells. Approval was unanimous.

**Monthly Security Report**

Mr. Church moved for approval of the monthly security report; seconded by Mr. Magyar. Approval was unanimous.

# ADMINISTRATIVE INFORMATION

The Planning and Codes monthly report was distributed to the Commissioners.

The November calendar was distributed.

Being no further business, the meeting adjourned at 7:35 pm.

APPROVED December 4, 2017 Holly Earls Holly Earls, City Recorder