**MINUTES OF MEETING OF THE BRENTWOOD PLANNING COMMISSION**

**BRENTWOOD, TENNESSEE**

The regular meeting of the Brentwood Planning Commission met on Monday, July 6, 2020 at 7:00 p.m. at Brentwood City Hall.

Electronically present at roll call were Chairman Janet Donahue, Commissioner Ken Travis, Preston Bain, Chris Clark, Carol Crigger, Michael Kaplan, John Magyar, Brandon Oliver, Stevan Pippin and Sonna Robinson. Staff present electronically were Jeff Dobson, Kirk Bednar, Jay Evans, Kristen Corn, Holly Earls, Mike Harris, Darek Baskin, Lori Lange, Todd Petrowski, and Allison Henry.

In the interest of the health, safety, and welfare of the public, this meeting was held electronically pursuant to Governor Lee’s Executive Order No. 16, 34 & 51. Physical presence of the public was limited, but the meeting was able to be viewed online at [www.brentwoodtn.gov/livestream](http://www.brentwoodtn.gov/livestream).

Mr. Pippin moved for approval of the minutes from the June 1, 2020 meeting as written; seconded by Mr. Oliver. Motion was approved unanimously.

**CONSENT AGENDA**

Item 1: **BPC2006-001 Revised Hillside Protection Overlay Site Plan Review – Witherspoon Subdivision, Section Four, Lot 47, 9252 Lehigh Drive, Zoning**

Schumacher Homes, LLC requested approval of a revised Hillside Protection Overlay Site plan.

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| ***WITHERSPOON, LOT 47 – 9252 LEHIGH DR.*** | |
| *Lot Area (ac)* | *3.43* |
| *Total Area of Home (sf)* | *11,092* |
| *Heated Area (sf)* | *8,110* |
| *Impervious Area (sf)* | *20,386* |
| *Green Space Provided (%)* | *86.34* |
| *Green Space Required (%)* | *40%* |

The proposed house will be painted white brick with dark accents*.*

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

1. A Hillside Protection site plan shall be vested for a period of three years from the date of the original approval.
2. The public water main shall maintain minimum 30" cover at driveway location or other grade change locations on lot.
3. The public water and sewer service lines including meter assembly and cleanout shall be located outside of driveway.
4. The Lot has been provided a 1" meter assembly. A water tap/capacity fee of $7,000 will be required at time of building permit.
5. Add the following note to the Hillside Protection Overlay 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 3, 2022, 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. 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.
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. 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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 2: BPC2006-003 Minor Site Plan Alteration, Monument Signage – Brentwood Church of Christ, 208 Granny White Pike, Zoning SI-1

Harber Architecture, Inc., requested approval to construct a new monument sign at the Brentwood Church of Christ. The sign will be located along the property’s Granny White Pike frontage.

The new sign will be constructed of stone veneer and brick to match the building. Black aluminum dimensional letters will be included. The sign will be externally illuminated using two flood lights. The existing monument sign will be removed.

Additionally, one new stone pedestal, also matching the sign and building fitted with a decorative solar lantern will be placed at each driveway.

Staff recommended approval of the proposed minor site plan revisions 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 March 4, 2022, 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. The required fees shall be used for future infrastructure related improvements required by the proposed development.
5. Deviations from the approved plan 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.
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. Any changes to plans approved by the Planning Commission will require staff review and re-approval by the Planning Commission.
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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 3: BPC2006-006 Revised Hillside Protection Overlay Site Plan Review – Stonehenge Subdivision, Section Three, Lot 117, 1324 Robert E Lee, Zoning OSRD

Mr. Mark Miller requested approval of a Hillside Protection Overlay Site plan that completely modified the exterior of the existing home.

The applicant requested to add approximately 1,929 sf to the home. The changes to the plan included:

1. Addition of a second story with 10 ft. high ceilings;
2. Addition of a 4’ x 26’ rear addition;
3. Paint the existing brick Shoji white;
4. Install new brick, all exterior never-rot trim;
5. Install 6” gutters and downspouts;
6. Install front door gas lights, and up lighting;
7. Accent hardy board areas, and
8. New architectural roof shingles per elevation rendering.

The new area of the home will be approximately 4,633 sf (Basement-1,125 sf, First floor-1,797 sf, Second floor-1,711 sf).

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

1. The front yard does not drain away from the home as required. The elevation of the front yard in some areas is higher than the finished floor elevation. Additional grading will be required.
2. Any modifications or repairs to the driveway as a result of its use during construction shall be completed in accordance to current codes.
3. A Hillside Protection site plan shall be vested for a period of three years from the date of the original approval.
4. Add the following note to the Hillside Protection Overlay 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 July 6, 2023, 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. Add the following note to the plan: “All structures designed for human use and occupancy, including residential dwelling units and garages, shall be protected through an automatic sprinkler system installed in accordance with National Fire Protection Association (NFPA) standards and requirements and approved by the fire chief or his designee.”
5. Following approval by the Planning Commission of the Hillside Protection site plan, a grading permit will be required. The site plan shall be reviewed as a Transitional Lot.
6. All existing trees shall be preserved and protected during construction.
7. Approval of this plan does not constitute approval of the existing drive and garage apron being on adjacent property. Also, current code states that drives must be 5’ from the property line. Any work on the existing drive would require the drive to be brought into compliance.
8. 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.
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. 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.
11. Development of this project shall comply with all applicable codes and ordinances of the City of Brentwood.
12. Approval of the proposed plan shall be limited to the illustrations and plans presented to the Planning Commission for review and approval on July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 4: BPC2006-007 Revised Site Plan – AC Marriott Brentwood, Hill Center Brentwood, Phase II, Zoning C-2

Goodwyn, Mills & Cawood (GMC) requested approval of a revised site plan that added a generator and generator enclosure to the site.

The proposed generator will be a six-cylinder diesel engine with a fuel capacity of 300 gallons. The generator, without the sub-base tank measures 152” x 60” x 71” (12.7’ x 5’ x 6’) The enclosure will be constructed of masonry materials to match the building.

The generator will operate approximately 10 hours with the specified tank capacity. Noise levels are in the 85 dB(A) range when running.

A metal slat screen wall will extend beyond the masonry enclosure. A metal slat gate is also included as part of the proposal. The screen wall and the gate will be painted to match the metal used on the building.

No additional improvements to the building, which is under construction are included as part of the proposal.

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

1. A revised final plat to correct the PUDE encroachment shall be approved and recorded before a final CO/TCO will be issued for the building.
2. The enclosure must completely screen the view of the generator from all sides.
3. A site plan shall be vested for a period of three years from the date of the original approval.
4. 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 March 8, 2022, 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. The required fees shall be used for future infrastructure related improvements required by the proposed development.
5. Deviations from the approved plan 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.
6. Any changes to plans approved by the Planning Commission will require staff review and re-approval by the Planning Commission.
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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 5: BPC2006-010 Revised Building Elevations – Wellington Place, 209 Ward Circle, Zoning C-2

Dr. Raj Kaushal requested approval of revised building elevations that paint the existing red brick an oyster white color.

Staff recommended approval of the proposed revised building elevations 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 July 6, 2023, 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. The required fees shall be used for future infrastructure related improvements required by the proposed development.
5. Deviations from the approved plan 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.
6. Any changes to plans approved by the Planning Commission will require staff review and re-approval by the Planning Commission.
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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Item 6: BPC2006-012 Hillside Protection Overlay Site Plan Review – Taramore Subdivision, Phase 12, Lot 189, 1918 New Bristol Lane, Zoning OSRD

Wilson & Associates, PC requested approval of a revised hillside protection overlay site plan that proposed the following:

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| **TARAMORE, LOT 189 – 1918 NEW BRISTOL LANE** | |
| Lot Area (ac) | 1.00 |
| Building Footprint (sf) | 3,738 |
| Heated Area (sf) | 3,786 |
| Impervious Area (sf) | 5,566 |
| Green Space Provided (%) | 82.7 |
| Green Space Required (%) | 40% |

The exterior of the proposed home will be beige brick, with beige horizontal siding and trim accents.

Staff recommended approval of the proposed hillside protection overlay site plan subject to the following conditions:

1. A hillside protection overlay 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 Hillside Protection Overlay 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 July 6, 2023, 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. Pending HP approval by Planning Commission, a Grading Permit and Building Permit will be required prior to construction. An NOI and SWPPP will be required prior to these permit approvals
5. 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.
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. 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. 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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Mr. Pippen moved for approval of the items on the Consent Agenda. Seconded by Mr. Oliver; motion was approved unanimously.

# REGULAR AGENDA

**Item 1:** **BPC2006-004 Final Plat – Broad Oaks Subdivision, Wilson Pike, Zoning R-2**

Ragan Smith Associates requested approval of a final plat that showed eight lots on approximately 24 acres.

The Geotechnical report noted that the existing fill materials appear to be suitable for support of the roads and parking lots. Each lot was labeled “Transitional” and, as part of the plan submitted for building permit review, a licensed geotechnical engineer shall complete an inspection and prepare a report, which will be provided with the submittal of a plan for building permit review.

Mr. Pippin moved for approval of the proposed final plat subject to the following conditions being met to the satisfaction of staff:

1. Add the following note to the plat: “All lots designated with an asterisk (\*) are transitional and subject to the requirements of the geotechnical report.”
2. Remove the references to “Critical Lot” and replace with “Transitional Lot” on all pages of the plat.
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 five years after approval.
4. Per the approved construction plans, add the minimum Lowest Floor Elevation (L.F.E.) to lots five through eight.
5. An as-built grading plan must be submitted showing compliance with the approved construction plans.  The plat cannot be signed for recording until the as-built grading plan has been approved by the engineering department.
6. Add the following note to all pages of 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. Prior to signing of plat by water services department, the following must be submitted for review and approval: Water and Sewer Construction As-builts (CAD, PDF, Paper); CCTV inspection videos of all gravity sewers with software database file; Water and sewer infrastructure construction cost breakdown summary.
2. Provide the Planning staff with a digital copy of the proposed subdivision. 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, FIPS Zone 4100, NAD 83 datum. The digital copies must be received before the plat may be recorded.
3. 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. The required fees shall be used for future infrastructure related improvements required by the proposed development.
4. Adequate security that meets the requirements of Article VIII of the Brentwood Subdivision Regulations must be provided for all improvements – roadway, drainage, utilities, water, sewer, landscaping, street trees, and signage improvements must be provided for staff review before the plat may be released for recording. The landscaping amount shall be provided at 110% of the total amount of all materials, installation and irrigation improvements.
5. Deviations from the approved plan 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.
6. Any changes to plans approved by the Planning Commission will require staff review and re-approval by the Planning Commission.
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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Mr. Oliver seconded; motion was approved unanimously.

**Item 2:** **BPC2006-005 Revised Site Plan – 5301 Maryland Way, Surface Parking, Zoning C-1**

Gresham Smith & Partners requested approval to rework the existing parking lot. The proposal will increase the off-street parking at the site, adding 147 parking spaces for a total of 862. The area of the building will not be affected.

A traffic impact study was provided as part of the submittal. The City’s traffic engineer has reviewed the study. He did not have any significant comments related to the study.

The proposed off-street parking improvements to the office complex involved the reconfiguration, and resurfacing, of a portion of the existing available parking area. Asphalt pavement, concrete sidewalks, site lights, and ADA signage will be updated, along with improved stormwater infrastructure to treat and detain runoff per the City’s Stormwater Management Program. Erosion Protection & Sediment Control (EPSC) measures will be implemented across the project site and permitted by TDEC.

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| **SITE CALCULATIONS** | |
| Lot Area | 11.99 Acres |
| Building Area | 200,779 Sq. Ft. |
| Parking Required | 669 |
| Existing Spaces | 715 |
| Proposed Spaces | 862 |
| Accessible Spaces Required | 18 |
| Accessible Spaces Provided | 19 |
| Compact Spaces Provided (19%) | 166 |
| Compact Spaces Permitted (20%) | 172 |
| Green Space Existing | 28% |
| Green Space Proposed | 27% |

Construction traffic will enter the site from the south access on Winners Circle.

Section 78-457 of the Code required that sites that provide a total of 501 to 1,000 parking spaces set aside 2% of the total provided spaces or 18 for this site as accessible parking spaces.

Mr. Pippin moved for approval of the proposed revised site plan subject to the following conditions being met to the satisfaction of staff:

1. All water and sewer castings/boxes (manhole lids, valve boxes, cleanouts, etc.) shall be raised to final grade if grading adjustments occur within the grass or pavement.
2. Any construction to the parking areas should not revise or impact the inbound or outbound traffic at each access. Full access shall be maintained upon completion of the parking reconstruction.
3. The internal gates within the parking lots shall be removed. Gates should not be part of the parking reconstruction.
4. A stormwater maintenance plan shall be provided with the future construction submittal, meeting City Code.
5. A right of entry must be secured from the Property Owners Association (POA) for installation of the 15” reinforced Concrete Pipe (RCP). The right of entry shall be secured before any permits will be issued for the project.
6. The applicant shall pay for the traffic impact study review, completed by the City’s transportation consultant, per the requirements of Section 50-29(b) of the Code. Payments must be made before any permits will be issued for the project.
7. A site plan shall be vested for a period of three years from the date of the original approval.
8. 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 July 6, 2023, 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. Remove the note on sheet C101 regarding the likely removal of trees near the entrance.
5. 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. The required fees shall be used for future infrastructure related improvements required by the proposed development.
6. Deviations from the approved plan 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. 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.
8. Any changes to plans approved by the Planning Commission will require staff review and re-approval by the Planning Commission.
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 July 6, 2020. Any changes to Planning Commission approved plans and specifications will require staff review and re-approval by the Planning Commission.

Mr. Oliver seconded; motion was approved unanimously.

# OTHER BUSINESS

**Monthly Security Report**

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

# ADMINISTRATIVE INFORMATION

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

Being no further business, the meeting adjourned at 7:43 pm.

APPROVED: August 3, 2020 Holly Earls \_ Holly Earls, City Recorder