

**OFFICIAL MINUTES OF THE MEETING**  
**GOODLETTSVILLE PLANNING & ZONING COMMISSION**

March 4, 2013

5:00 p.m.

Goodlettsville City Hall  
Massie Chambers

**Present:** Jim Galbreath, Jim Driver, Bob Whittaker, Scott Trew, Grady McNeal, Garry Franks  
Commissioner Jeff Duncan, Mayor John Coombs

**Absent:** Jerry Garrett, Jim Hitt, David Lynn

**Also Present:** Rick Gregory, Tim Ellis, Larry DiOrio, Mike Bauer, Guy Patterson, Tom Tucker,  
Vice Mayor Jane Birdwell, Commissioner Zach Young, Rhonda Carson

Chairman Jim Galbreath called the meeting to order. Mr. Scott Trew offered prayer.

**Item #1** Minutes of the February 4, 2013 Planning Commission meeting stand approved as written.

**Item #2** Consider request by Tommy Walker, P.O. Box 495, Ridgetop, TN 37152 for approval of Final Plat of the Goodlettsville Church Lots property, Davidson County Tax Map 26-1, Parcels 15,23,25,26,27,32 and 38, owned by Goodlettsville Cumberland Presbyterian Church and United Methodist Renewal Services Fellowship, Inc. (9.1 #1-13)

This request is to relocate property lines between properties of the Goodlettsville Cumberland Presbyterian Church and United Methodist Renewal Services Fellowship, Inc.

Tommy Walker represented the church properties.

Staff reviewed. Mr. Gregory stated that this a proposal to move lot lines between two properties on South Main Street and East Avenue. He stated that during technical review, a few minor issues were identified and need to be addressed. Staff recommends approval with correction of minor technical items.

Mayor John Coombs recused himself from discussion and voting on this issue.

Based upon Staff recommendations, Scott Trew made a motion to conditionally approve the request. Garry Franks seconded the motion. The motion passed 7-0.

**Item #3** Consider request by Arnold Consulting Engineering Services, Inc., P.O. Box 1338 Bowling Green, KY 42101 for approval of Final Plat of the Rivergate Executive Park Subdivision, Davidson County Property Map 34-2, Parcels 10 and 104 owned by Rivergate Executive Park, LLC. (9.1 #2-13)

A representative from Arnold Consulting Engineering Services was not present at the time the discussion started for Item #3. Chairman Galbreath stated that it is the Board's policy to have a representative

available before they can consider approval. Mr. Gregory stated that he had been in constant contact with the representatives and felt comfortable moving forward. Mayor Coombs recommended deferring the item until the end of the agenda to allow more time for a representative to arrive. Mr. McNeal seconded the motion. The motion passed 8-0.

The item was moved to later in the meeting. A representative still had not arrived and Staff moved forward with presenting the item to the Board members. Staff recommended a conditional approval with a variance for the standard 50 ft. easement width. Commissioner Duncan questioned if building "D" had enough parking spaces. Mr. Gregory advised that all these buildings were built prior to the City having parking lot regulations. Mr. Jim Driver made a motion for conditional approval with a variance for the standard 50 ft. easement width. Commissioner Duncan seconded the motion. The motion passed 8-0.

**Item #4 Consider request by Dale and Associates, 516 Heather Place, Nashville, TN 37204 for approval of a Revised Final Master Plan for Rivergate Meadows, Alta Loma Road, Davidson County Tax Map 34-1, Parcel 9 owned by Wilkinson Nashville I, LLC. (9.1 #3-13)**

Mr. Michael Garrigan represented Dale and Associates. Staff reviewed. Mr. Gregory stated that this is a request to revise the Final Master Plan. This revision involves the relocation of a dumpster within the Rivergate Meadows apartment PUD. The relocation of the dumpster would be from the entrance near the clubhouse and pool to the northeast corner of the property near the railroad tracks. Mr. Gregory stated that the new location was not the first choice, but it was the best location to meet the requirements. Mr. Gregory stated that the only concern with the request was the fencing of the property. Mr. Garrigan stated that the fencing would be replaced after the dumpster is installed and would match the current fencing that is on the property. Staff recommended conditional approval upon final location of the fencing. Based upon Staff recommendations, and input from the representative, Mr. Grady McNeal made a motion to conditionally approve the request upon final location of the fencing. Mr. Jim Driver seconded the motion. The motion passed 8-0.

**Item #5 Consider action on Letter of Credit No. 522 in the amount of \$53,750 for infrastructure for The Vineyards @ Twelve Stones Crossing, Phases I & II due to expire 04/10/13. The applicant is Villa Property, LLC**

Staff reviewed. Mr. Gregory stated that this is a request to release the Letter of Credit No. 522 in the full amount of \$53,750. Mr. Gregory explained that he had met with engineers and the Homeowners Association and understood that all parties concerned are interested in the infrastructure being finalized and the Letter of Credit released. He stated that the issue the City has is with the installation of trees. He stated that some of the original trees installed had not survived and some trees were never installed according to the plan. He stated that the developer has been working to complete the installation of trees. He also stated that he had not been to the site in a few days and could not verify that the installation of the trees has been completed, but he will ensure completion before releasing Letter of Credit. City Manager Tim Ellis stated to the Commission that a whole section of sidewalk is still missing, therefore it is not ready to release. Public Works Director, Guy Patterson stated that the section of sidewalk has been missing for 7 years, and for public safety reasons would not recommend releasing the bond until all items had been addressed and corrected. Scott Trew and City Commissioner Jeff Duncan stated that a letter

should be sent to the developer expressing the specific public related requests the City has to finalize this project. There was more discussion between the Board regarding the inefficiencies that are public related and releasing The Letter of Credit. After staff review and input from representatives, Mr. Jim Driver made a motion to defer this request to the next meeting date of April 1, 2013. Upon deferring the request, The City will notify and communicate with the developer on the specific public related infrastructure items that need completion, and have the developer defend or finalize the request by the next meeting date of April 1, 2013. Bob Whittaker seconded the motion. The motion passed 8-0.

City Manager, Tim Ellis informed the Commission of updated documents regarding active Letters of Credit. A copy of this information was provided for each member. The Commission discussed this information.

#### **Item # 6 P.C. 101-Planning Commission Fundamentals**

Mr. Rick Gregory conducted a Planning Commission training seminar on the fundamentals and ethics of a Planning Commission. The members were advised they are to avoid Ex-Parte contact with members of the public. This would include e-mail, text messaging, twitter, and phone calls. The members should refer any information pertaining to an item brought before the Planning Commission to the Planning Department. Planning Commission decisions should be based on what is heard at the meeting.

#### **Item #7 Commission comments**

Scott Trew asked about the Planning Commission's policy on public comments. Mayor Combs advised that parameters and guidelines are needed as part of the Planning Commissions business. Jim Driver stated that the Planning Commission needs to have an adopted policy concerning public comments. He stated that it needed to be a written policy, not a verbal policy.

Scott Trew asked staff where we stand on the review of the out buildings. Staff advised that he was still working on it.

Grady McNeal brought up some traffic control device concerns to the Commission on Conference Drive in the area for Vietnam Vets Parkway. Planning Commission members discussed the matter and Staff advised that they have had a request in to enlarge the turning lane, but it has been cost prohibitive.

Chairman Galbreath thanked Tom Tucker on behalf of the Planning Commission for his work at The City of Goodlettsville. He congratulated him on his upcoming retirement.

The meeting adjourned at 6:35 p.m.

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Jim Galbreath, Chairman

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Rhonda Carson, ECD Assistant

