



City of Munford
Planning Commission
April 13, 2021
Munford Municipal Building

AGENDA

City of Munford Planning Commission – Regular Monthly Meeting
Tuesday, April 13, 2021 6:30 p.m.
Municipal Building, 70 College Street, Munford, Tennessee

- I. **CALL TO ORDER & ESTABLISHMENT OF QUORUM**
- II. **Public Hearing – A Resolution to Adopt Underground Electric Requirements in the Munford Municipal Subdivision Regulations**
- III. **Public Hearing – A Resolution to Adopt New Pavement Standards in the Munford Municipal Subdivision Regulations**
- IV. **Public Hearing – A Resolution to Adopt Administrative approval of Minor Subdivision Plats of Two Lots or Less.**
- V. **APPROVAL OF MINUTES** - March 9, 2021 –
- VI. **OLD BUSINESS**
- VII. **NEW BUSINESS**
 - A. **Evins Minor Subdivision Plat**
 - B. **Central Park Subdivision Phase 2 – Final Plat**
 - C. **Walker Meadows North Construction Plat**
 - D. **Resolution to Adopt Underground Electric Requirements in the Munford Municipal Subdivision Regulations**
 - E. **Resolution to Adopt New Pavement Standards in the Munford Municipal Subdivision Regulations**
 - F. **Resolution to Adopt Administrative approval of Minor Subdivision Plats of Two Lots or Less.**

VIII. OTHER BUSINESS

REPORTS

- A. Mayoral comments and issues
- B. Building Inspector – Permitting and Enforcement Report
- C. Report on Outstanding Bonds (Letters of Credit)

Adjourn –



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MEMORANDUM

TO: The Munford Municipal-Regional Planning Commission

FROM: Will Radford, AICP

DATE: April 6, 2021

SUBJECT: Staff Recommendations for the April meeting of the Municipal-Regional Planning Commission.

A. Evins Minor Subdivision Plat

Background

A minor subdivision plat has been submitted on behalf of Christopher and Kellie Evins to combine 3 lots into a 3.99 acre tract. The property is located on McCormick Road. The properties can be further identified as Parcel number 6.01, 7.00 and 8.00 on Tipton County Tax Map #126E, Group A. The properties are zoned R (Residential) and FAR (Forestry, Agricultural, Residential) in the Munford Planning Region. The property does not appear to be located in a federally identified flood hazard area.

Analysis

McCormick Road is a collector street on the Munford Major Road plan and the plat is showing the appropriate amount of right of way currently in existence. (60 feet)

The lots meet the requirements of the R and FAR district.

The plat is showing the necessary certificates for approval.

Recommendation

Staff recommends approval of the plat.

B. Central Park Subdivision Phase 2 – Final Plat

Background

A final subdivision plat has been submitted on behalf of PFMT Holdings, LLC to create 35 lots. The properties are located near Charles Avenue and Laurel Lane. The property can be further identified as Parcel number 79.00 on Tipton County Tax Map #111. The area is zoned R-1 (Low Density Residential) District. The Property does not appear to be located in a federally identified flood hazard area according to FIRM #47167C0310F, effective on 12/19/2006.

Analysis

This phase of the subdivision was part over an overall preliminary plat approval that included 46 lots. The Preliminary and Construction Plats for the entire development were approved in October, 2019.

The lots meet the requirement of the R-2 district. (8,000 sq. ft.)

Construction Plat staff report stated that a development contract was requested by the City prior to final plat approval.

The plat is showing necessary certificates for approval.

Recommendation

Staff recommends approval of the plat.

C. Walker Meadows North Construction Plat

Background

A Planned Residential Development (PRD) Construction Plat has been submitted on behalf of Charles Walker Residuary Trust and Munford Development Company for properties along Doctor Drive and McLaughlin Drive to create 57 lots and new right of way. The properties can be further identified as Parcels 2.00 on Tipton County Tax Map 111. The properties do not appear to be located in a federally identified flood hazard area according to FIRM # 47167C0310F, effective on 12/19/2006.

Analysis

The Construction plans have been received and approved by the City Engineer.

The maintenance of the Detention Pond Areas needs to be clearly articulated in the notes on the final plat.

After installation of improvements, staff recommends the City Engineer inspect the installed improvements to determine the bonding amount that is necessary to cover any uninstalled infrastructure (final wearing surface) and an appropriate warranty period.

City Staff has requested a development contract be entered into with the development and the City prior to final plat approval.

Recommendation

Staff recommends approval of the construction plat provided all above mentioned issues have been adequately addressed.

D. Resolution to Adopt Underground Electric Requirements in the Munford Municipal Subdivision Regulations

Staff has been asked to present Underground Electric requirements for new subdivisions to the Planning Commission. Staff is proposing the following language for Planning Commission review:

Underground electric service is required by the City. With the exception of existing street facing infill development, and they must be approved by the city on a case by case basis. Consult with the Southwest Tennessee Electric Membership Corporation for specific design standards.

Staff has been asked to propose a definition for “infill development”:

"Infill Development" means any case where lots are being divided in an established subdivision or where electric is already installed.

E. Resolution to Adopt New Pavement Standards in the Munford Municipal Subdivision Regulations

Staff is presenting language to be added to the Municipal Subdivision Regulations that would change the pavement standards to the following language:

4. Pavement Base Course

After preparation of the subgrade, the roadbed shall be surfaced with an approved material conforming to the Technical Specifications of the City of Munford. Two (2) options are available to the developer for construction of base course as follows:

a. Alternative A

For streets with rights-of-way less than 80 feet:

Six inches (6”) of grading D limestone over the pavement width installed in two inch (2”) to three inch (3”) compacted lifts per Tennessee Department of Transportation Section 303.

For streets with rights-of-way of 80 feet or more:

Ten inches (10”) of grading D limestone over the pavement width installed in two inch (2”) to three inch (3”) compacted lifts per Tennessee Department of Transportation Section 303.

b. Alternative B

For streets with rights-of-way less than 80 feet:

Six inches (6”) of soil cement over the pavement width, with design mix formula for soil type subject to planning staff approval, installed per Tennessee Department of Transportation Section 304.

For streets with rights-of-way of 80 feet or more:

Ten inches (10”) of soil cement over the pavement width, with design mix formula for soil type subject to planning staff approval, installed per Tennessee Department of Transportation Section 304.

F. Resolution to Adopt Administrative approval of Minor Subdivision Plats of Two Lots or Less.

Staff is presenting language to be added to the Municipal and Regional Subdivision Regulations that would allow for administrative approval of minor subdivision plats of two lots.

4. Whenever subdivision meets the criteria described below, the Secretary of the Munford Municipal-Regional Planning Commission may approve a subdivided plat without the approval of the planning commission.