



City of Munford, Tennessee  
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[www.munford.com](http://www.munford.com)  
Dwayne Cole, Mayor

**Munford Municipal-Regional Planning Commission**  
**July 09, 2019**

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, July 9, 2019 at 6:40 P.M. in the Munford Municipal building located at 70 College Street with the following:

**PRESENT:** Chairman Roy Meadors, Secretary Sue Arthur, Jerry Trobaugh, David Keeton, Mayor Dwayne Cole and Vernon Paimore.

**ABSENT:** Vice-Chairman Rick Wilson

**ALSO PRESENT:** Rodney Coulston, Gaylon Combs, Carolyn Combs, Paul Russell, Jeff Colvett, Delwin Berryman, Wayne Boulder, Rusty Norville, Sonny Pittman, Willie Hughes, Sandra Hughes, Planner Will Radford, Code Enforcement /Building Inspector Glenn Stringfellow and Recording Secretary Barbara Younger.

The meeting was called to order at 6:40 PM. There was a quorum present.

**I. APPROVAL OF MINUTES – from June 11, 2019**

*There was a motion by Vernon Paimore, seconded by David Keeton to approve the minutes from June 11, 2019 as presented. Motion carried.*

**APPROVAL OF MINUTES – from June 27, 2019 Special Called**

*There was a motion by Jerry Trobaugh, seconded by Sue Arthur to approve the minutes from June 27, 2019 Special Called meeting as presented. Motion carried*

**II. OLD BUSINESS - None**

**III. NEW BUSINESS**

**A. River of Life – Minor Subdivision Plan**

**Background**

A minor subdivision plat has been submitted on behalf of River of Life Assembly of God to create a .62 acre (approximate) lot. The property is located near 220 Beaver Road. The property can be further identified as Parcel 13.00 on Tipton County Tax Map 112D, Group D. The property 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 #47167C0305F, effective on 12/19/2006.

Analysis

The plat incorrectly states the zoning district as R-4 instead of R-1. This needs to be corrected and the correct setbacks need listed on the plat.

Beaver Road is classified as a Major Arterial Street on the Munford Major Road Plan and is dedicating 40 feet of right-of-way from the centerline.

The lot should have the potential to impact minimum lot requirements (10,000 sq.ft.), Lot width (100 feet), and setback requirements of the R-1 District. The correct setbacks need to be shown on the plat.

The plat has the necessary certificates for approval.

Recommendation

**Staff recommends approval of the plat provided the zoning district is corrected and the correct setbacks are shown on the plat.**

*There was a motion by Sue Arthur, seconded by Vernon Pairmore to approve the River of Life – Minor Subdivision Plan contingent upon both owners signing the plat, a quit-claim deed, and a revised plat showing the abandoned and new property line. Motion carried, all present voting aye. As a member of the River of Life Church, Mayor Cole recused himself from the discussion and the vote.*

**B. Breakfast Cove – Conceptual Site Plan**

Background

A site plan for Breakfast Cove has been submitted on behalf of Ignacio Espinoza for review by the Munford Municipal-Regional Planning Commission. The proposed site plan is located at the intersection of U.S. Highway 51 and Watson Road. The property can be further identified as Parcel 55.03 on Tipton County Tax Map 127. The property is zoned PB (Planned Business) District. The property does not appear to be located in a federally identified flood hazard area.

Analysis

The Planning Commission may require sidewalks to be installed at the developer's expense.

The site plan is showing 27 parking spaces but no designated disabled parking. The Munford Municipal Zoning Ordinance has the following standard for Restaurants:

*Restaurants, Cafes and Cafeterias      1 space per 100 sq.ft of total floor area*

The exact square footage of the proposed building isn't shown on the site plan.

Drainage and grading plans should be approved by the City Engineer. TDOT will seek assurances that no run-off will flow into the state right-of-way.

The access points appear to be existing and likely will not require a new access permit from TDOT. This should be confirmed with TDOT by the developer.

The building appears to meet all of the setbacks and lot requirements of the P-B zoning district when applying the following standard to the corner lot:

*74.54 Corner Lots*

*On corner lots, there shall be a minimum required yard of thirty (30) feet along each street.*

The front setback requirement in the PB district is 50 feet. The above language may be a contradiction or an exception to the 50 feet requirement when developing on a corner lot. Staff advised the developer to require a 30 feet for the front setback.

The site plan does not appear to be showing landscaping plans. This is described in the PD district as follows:

*Commercial streets may be planted. Trees shall not obstruct the visibility of storefronts from the street. Trees shall limb up a minimum of twenty feet (20') at maturity.*

*Parking areas shall have a minimum of ten percent (10%) landscaped area. Landscaping includes, but is not limited to trees, flowers and shrubs.*

Signage and architectural plans have not been reviewed at this time.

**Recommendation**

**No action is required by the Planning Commission at this time. Staff will continue to work with the developers as they progress towards final approval.**

**C. Walker Meadows Subdivision – Phase II – Preliminary Plat (Revised)**

**Background**

A Preliminary Subdivision Plat has been submitted on behalf of Charles Walker Residuary Trust to create 86 lots along Doctor Drive and McLaughlin Drive. The property can be further identified as Parcel 2.00, on Tipton County Tax Map 111. The property is zoned R-2 (Medium Density Residential) District. The properties do not appear to be located in a federally identified flood hazard area according to FIRM #47167C0310F, effective on 12/19/2006.

This is a revision of a previously approved Preliminary Plat that was approved at the April 9, 2019 Planning Commission meeting.

**Analysis**

The Flood note appears to reference the incorrect FIRM panel number. It should state 47167C0310F instead of 47167C0315F.

The notes reference “Millington CATV”. Staff understands that this organization is now referred to as “Ritter Communications”. Is this the proper company that services the area of the subdivision?

All lots appear to meet the lot width, area, and setback requirements of the R-2 District.

McLaughlin Drive is an arterial street and Doctor’s Drive is a “proposed collector” on the Munford Major Road Plan. The Planning Commission may require a dedication of 40 feet from the centerline of McLaughlin Drive and 30 feet from the Centerline of Doctor’s Drive. This dedication was not required by the Planning Commission on the previously approved plat.

Staff has asked that the entrance point, driving aisles, and turning radius' be reviewed by the Fire Department to ensure that adequate emergency management access can be achieved at this site.

Sidewalks, Curb and Gutter are required for new major subdivisions within the City according to Munford's Municipal Subdivision Regulations:

*The developer shall install, at their expense, sidewalks, curbs and gutters, curb cuts and driveway aprons and handicap ramps within the subdivision and within the right-of-way of all existing streets bordering the subdivision, under conditions specified herein.*

*Sidewalks shall be required to be installed by the developer on either or both sides of the street within the right-of- way of all new streets and may be required along any street if so desired by the Planning Commission when the Planning Commission deems it necessary for Public Safety.*

Construction plans are to be required and submitted to the City Engineer after Preliminary Development Plan approval and must be approved prior to final development approval.

#### **Recommendation**

**Staff recommends approval of the plat provided all above issues are adequately addressed.**

*There was a motion by Jerry Trobaugh, seconded by Sue Arthur to approve the Walker Meadows Subdivision – Phase II – Preliminary Plat (revised) as presented. . Motion carried, all present voting aye.*

#### **D. Walker Meadows Subdivision – Phase II – Construction Plat**

##### **Background**

A Construction Plat has been submitted on behalf of Charles Walker Residuary Trust to create 86 lots along Doctor Drive and McLaughlin Drive. The property can be further identified as Parcel 2.00, on Tipton County Tax Map 111. The property is zoned R-2 (Medium Density Residential) District. The properties do not appear to be located in a federally identified 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 are adequately addressed.**

*There was a motion by Vernon Pairmore, seconded by Mayor Cole to approve the Walker Meadows Subdivision – Phase II – Construction Plat as presented. Motion carried, all present voting aye.*

**E. McCullough Farms Section B – Final Plat**

Background

A final subdivision plat has been submitted on behalf of McCullough Farms, LLC to create 16 lots from a 77.85 acre (approximate) parent tract on Campground Road between Hannah Marie Drive and Joe Joyner Road. The property can be further identified as Parcel 16.00 on Tipton County Tax Map 126. The property is zoned FAR (Forestry, agricultural, Residential) District. The property does not appear to be located in a federally identified flood hazard area according to FIRM # 47167C0315F, effective on 5/4/2009.

Analysis

This area was given preliminary approval as part of a larger (44 Lot) subdivision at the May, 2018 Planning Commission meeting. This plat was not labeled as a phased submission at this time. If this is the first phase of the development, staff recommends labeling this as “Phase 1” or to be chosen by the developer. Staff requests to see a revised preliminary with the phases shown to better understand the planned development schedule.

The owner of this parcel is listed as “Homestead Reality, LLC”. Confirmation of the appropriate owner is required.

Campground Road is designated as a Collector Street. The adequate amount of right-of-way is being shown on the plat.

Septic availability areas are not shown on the plat. This is required on a final plat.

No certificates are currently being shown. All Major Subdivision certificated including the septic certification is required.

Recommendation

**Staff is withholding a recommendation of approval at this time until the above mentioned issues are adequately addressed.**

*There was a motion by David Keeton, seconded by Vernon Pairmore to approve the McCullough Farms Section B – Final Plat contingent upon the septic suitability areas shown on the plat, and the plat being signed by Leo Smith (or TDEC) and Shannon Reed, Tipton County Street Superintendent. Motion carried with Jerry Trobaugh voting No.*

**IV. OTHER BUSINESS - None**

V. **REPORTS**

**Mayoral Comments and Issues**


- Celebrate Independence was a great success.
- The Board of Mayor and Aldermen have passed the FY-2020 budget. This budget allows for the hiring of 2 Paramedics, hiring 1 Police Officer, purchasing 3 Police Vehicles, as well as other items that are needed for the City of Munford.
- Paving Glenview should be done shortly then they will begin on Doctors Drive.
- It is good to see the new developments coming to the City of Munford.

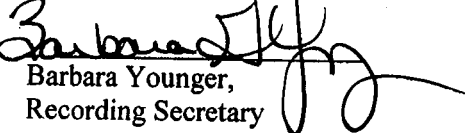
**Building Inspector – Permitting and Enforcement Report**

*There was a motion by David Keeton, seconded by Jerry Trobaugh to accept the Building Inspector-Permitting and Enforcement Report as presented. Motion carried, all present voting aye.*

There being no further business, the meeting was adjourned at 7:40 PM.

  
Roy Meadors, Chairman

  
Sue Arthur, Secretary

  
Barbara Younger,  
Recording Secretary