



City of Munford, Tennessee
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Dwayne Cole, Mayor

Munford Municipal-Regional Planning Commission
July 12, 2022

The regular monthly meeting of the Munford Municipal-Regional Planning Commission met on Tuesday, July 12, 2022, at 6:30 P.M. With the following:

PRESENT: Chairman Roy Meadors, Vice-Chairman David Keeton, Mayor Dwayne Cole, John Moren and Vernon Pairmore.

ABSENT- Secretary Sue Arthur

ALSO, PRESENT, Chad Fischer, Rusty Norville, Wayne Boulter, Planner Will Radford, Building Inspector/Code Enforcement Officer Glenn Stringfellow, and Recording Secretary Barbara Younger.

The meeting was called to order at 6:30 PM by Chairman Roy Meadors. There was a quorum present.

I. APPROVAL OF MINUTES – May 10, 2022

There was a motion by David Keeton, seconded by Vernon Pairmore to approve the minutes from May 10, 2022 as presented. Motion carried all present voting aye

II. OLD BUSINESS - None

III. NEW BUSINESS

A. Ellis Maple Hill Minor Subdivision Plat (Phyllis Y. Roe)

Background

A minor subdivision plat has been submitted on behalf of Phyllis Roe and Robert and Virginia Ellis to resubdivide two lots near 107 and 117 Maple Hill Drive. The properties can be further identified as Parcel 29.00 and 29.01 on Tipton County Tax Map 112D, Group E. The properties are zoned R-1 (Low 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.

Analysis

The purpose of the plat appears to be to resubdivide two parcels between the owners. The new lots meet the Minimum Lot Requirement (12,500 sq.ft.) of the R-1 District.

The existing structure on Parcel 29.01 currently relies on an access easement. This subdivision does not appear to be abandoning the easement but improves the access for the structure by creating more road frontage.

Maple Hill Drive is not classified as an arterial street on the Munford Major Road Plan, but the plat appears to be dedicating the required 25 feet of right of way from the centerline of the road.

Recommendation

Staff recommends approval of the minor Subdivision Plat.

Mayor Cole and Glenn Stringfellow recused themselves. There was a motion by Vernon Pairmore, seconded by John Moren to allow administrative approval of the Ellis Maple Hill Minor Subdivision Plat (Phyllis Y. Roe) as presented. Motion carried, all present voting aye.

B. Parker Minor Subdivision Plat

Background

A minor subdivision plat has been submitted for Parker Properties South to create two commercial lots. The property is located near the intersection of Munford Avenue and Highway 51 in Munford, TN. The property can be further identified as Parcel 12.06 on Tipton County Tax Map 111. The property is zoned P-B (Planned Business) District in the Munford Municipal Zoning 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

The purpose of the subdivision plat is to create a new 1.21 acre tract and a 6.29 acre tract from a 32.37 acre parent tract.

The lot has more than 80 feet of right of way when taking the entirety of Highway 51 into account. Staff seeks coordination with the Tennessee Department of Transportation to ensure the right of way is sufficient.

The Planning Commission has the authority to require sidewalks when deemed necessary to public safety according to the Munford Municipal Subdivision Regulations.

G. CURBS, GUTTERS, SIDEWALKS AND HANDICAP RAMPS

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.

This section of the regulations shall apply to all residential, commercial, and industrial developments within the City of Munford.

Recommendation

Staff recommends approval of the Minor Subdivision Plat.

This item was tabled due to no representation.

C. Need Space Storage – Mini Storage Site Plan

Background

A site plan has been submitted on behalf of Need Space Storage to build a new mini-storage facility with a 2,400 sq. ft. retail space. The entire project consists of 9 buildings. The property is located on Tabb Drive between the intersections of Munford Avenue and U.S. Highway 51 (North of Walgreens). The property can be further identified as Parcel 8.00 on Tipton County Tax Map 111G, Group B. The property is zoned P-B (Planned Business) District. The property does not appear to be located in a federally identified flood hazard area.

Analysis

The site plan is showing 30 parking spaces to meet the following requirement in the Munford Municipal Zoning Ordinance.

Self-Storage/Mini Storage	3 spaces plus 1 space for each 100 units
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The proposed retail use is unknown at this time, staff feels the parking proposed is likely sufficient but seeks assurances that enough parking has been proposed to accommodate all potential retail uses.

The City Engineer has reviewed the site plan in regard to grading and drainage to ensure no additional runoff occurs onto adjacent properties or the TDOT right of way.

The driving lanes and turning radiuses should be reviewed by the Munford Fire Department to determine adequate space for fire protection and maneuvering of public safety vehicles.

The building appears to meet all of the setbacks and lot requirements of the P-B zoning district.

The site plan is claiming 46% of the site is dedicated to “Open Space”

Recommendation

Staff recommends approval of the Site Plan provided all above-mentioned issues (parking) are adequately addressed.

There was a motion by David Keeton, seconded by John Moren to approve the Need Space Storage – Mini Storage Site Plan as presented. Motion carried with all members voting aye.

IV. OTHER BUSINESS

A. Cluster Box Units Discussion

Background/Analysis

Staff will present Cluster Mailbox Regulations recently adopted in Oakland, TN for review by the Planning Commission. A similar resolution is being prepared by staff and a public hearing is scheduled before the Planning Commission at the August, 2022 meeting.

V. REPORTS

Mayor Comments:

- Ortho Express is currently under construction.
- The city received an offer to sell the drive-thru at the old 1st Citizens Bank, this is where the city will develop the Veterans Plaza with a grant that has been awarded to the City.
- The Glenview PRD (Planned Residential Development) passed the Board of Mayor and Aldermen.
- The city had a street survey done by MTAS and the report showed that 13% of the streets need to be completely redone. The city plans to develop a street maintenance and repaving plan.

Building Inspector – Permitting and Enforcement Report

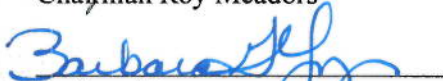
There was a motion by David Keeton, seconded by Vernon Paimore to accept the Building Inspector-Permitting and Enforcement Report as presented. Motion carried, all present voting aye.

There being no further business, the meeting was adjourned at 7:09 PM.



Chairman Roy Meadors

Sue Arthur, Secretary



Barbara Younger,
Recording Secretary