



City of Munford  
Planning Commission  
May 10, 2022  
Munford Municipal Building

**AGENDA**

City of Munford Planning Commission – Regular Monthly Meeting  
Tuesday, May 10, 2022 6:30 p.m.  
Municipal Building, 70 College Street, Munford, Tennessee

- I. **CALL TO ORDER & ESTABLISHMENT OF QUORUM**
- II. **APPROVAL OF MINUTES** - April 12, 2022 –
- III. **OLD BUSINESS**
- IV. **NEW BUSINESS**
  - A. Edmondson Gilt Edge Road Minor Subdivision
  - B. Hayden Edmondson Gilt Edge Road Rezoning Request
  - C. Village of Green Meadows – Phase 4A – Preliminary Plat
  - D. Village of Green Meadows – Phase 4A – Construction Plans
  - E. McCormick Hills Construction Plans
  - F. Munford Storage Site Plan
  - G. Cluster Box Units
- V. **OTHER BUSINESS**
- VI. **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: May 4, 2022**  
**SUBJECT: Staff Recommendations for the May meeting of the Municipal-Regional Planning Commission.**

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**A. Hayden Edmondson Gilt Edge Road Rezoning**

Background

A rezoning request has been submitted on behalf of Edmondson Rentals LLC to rezone property near 89 and 101 Gilt Edge Road from R-1 (Low Density Residential) to R-3 (High Density Residential) District. The property can be further identified as Parcel 2.00 on Tipton County Tax Map 112C, Group A. The properties do not appear to be located in a federally identified flood hazard area according to FIRM #47167C0305F, effective on 12/19/2006.

Analysis

The property has adjacent R-3 zoning to the north.

Gilt Edge Road is classified as an arterial street on the Munford Major Road.

Recommendation

**Staff recommends in favor of the rezoning request**

**B. Edmondson Gilt Edge Road Minor Subdivision**

Background

A minor subdivision plat has been submitted on behalf of Edmondson Rentals LLC to create two lots from a .30 acre parent tract. The properties are located near 89 and 101 Gilt Edge Road. The property can be further identified as Parcel 2.00 on Tipton County

Tax Map 112C, Group A. 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 #47167C0305F, effective on 12/19/2006.

### Analysis

The purpose of the plat appears to be to create two .15 acre lots (6400 sq. ft. approximate) from a .30 parent tract. There appears to be two principle structures existing on the lot.

US. Highway 51 is classified as an arterial street on the Munford Major Road Plan and the plat is dedicating the required 40 feet of right of way from the centerline of the road.

### Recommendation

**Staff recommends approval plat.**

## **C. Village of Green Meadows – Phase 4A – Preliminary Plat**

### Background

A preliminary plat has been submitted on behalf of PFMT Holdings LLC to create 14 lots and new road construction. The property is located on McCormick Road. The property can be further identified as Parcel number 1.00 on Tipton County Tax Map #127. The area is zoned R-1 (Low Density Residential) with a PVD (Planned Village Development) overlay in the Munford Municipal Zoning District. The property does not appear to be located in a federally identified flood hazard area according to Tipton County FIRM panel #47167C0315G, effective on 05/04/2009.

### Analysis

The subdivision is creating 14 lots with new sidewalks as required for new subdivisions.

Stewart Road appears to be created as a Collector Street with a 60 foot right of way.

Construction plans are to be required and submitted to the City Engineer after Preliminary Plat approval and must be approved prior to final plat approval.

### Recommendation

**Staff recommends approval of the preliminary plat.**

## **D. Village of Green Meadows – Phase 4A – Construction Plans**

### Background

Construction plans has been submitted on behalf of of PFMT Holdings LLC to create 14 lots and new road construction. The property is located on McCormick Road. The

property can be further identified as Parcel number 1.00 on Tipton County Tax Map #127. The area is zoned R-1 (Low Density Residential) with a PVD (Planned Village Development) overlay in the Munford Municipal Zoning District. The property does not appear to be located in a federally identified flood hazard area according to Tipton County FIRM panel #47167C0315G, effective on 05/04/2009.

### Analysis

The Construction plans have been received by the City Engineer and are in the process of waiting for City Engineer approval.

Approval of construction plans does not constitute approval of a final plat. A final plat is still to be submitted and approved at a later date.

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 subject to approval by the City Engineer.**

## **E. McCormick Hills Construction Plans**

### Background

Construction Plans have been submitted by REI Capital LLC to create 233 Lots and new road construction along McCormick Road and Campground Road in the recently annexed portion of Munford, TN. The property can be further identified as Parcel 16.00 on Tipton County Tax Map 126. A portion of the property appears to be located in a Zone AE Flood Hazard Area according to FIRM #47167C0315G, effective on 05/04/2009.

### Analysis

The Construction plans have been received by the City Engineer and are in the process of waiting for City Engineer approval.

Approval of construction plans does not constitute approval of a final plat. A final plat is still to be submitted and approved at a later date.

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 subject to approval by the City Engineer.**

**F. Munford Storage Site Plan**

Background

A site plan has been submitted on behalf of ASM Construction to add 40 units to an existing mini-storage facility. The property is located on U.S. Highway 51 between the intersections of Munford Avenue and McLaughlin Drive. 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. The property does not appear to be located in a federally identified flood hazard area.

Analysis

The site appears to be located on lot that does not exist on the Property Assessor’s website. A minor plat should be approved prior to the issuance of a building permit.

The site plan appears to have enough 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*

The City Engineer has reviewed the site plan in regards 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 showing “Landscaped areas with proposed fencing on the site which appears to meet the 10% minimum landscaped area requirement.

**Recommendation**

**Staff recommends approval of the Site Plan.**

**G. Cluster Box Units**

## Background/Analysis

Staff will prevent Cluster Mail Box Regulations recently adopted in Oakland, TN for review by the Planning Commission.