



City of Munford  
Planning Commission  
July 12, 2022  
Munford Municipal Building

**AGENDA**

City of Munford Planning Commission – Regular Monthly Meeting  
Tuesday, July 12, 2022 6:30 p.m.  
Municipal Building, 70 College Street, Munford, Tennessee

- I. **CALL TO ORDER & ESTABLISHMENT OF QUORUM**
- II. **APPROVAL OF MINUTES** - May 10, 2022 –
- III. **OLD BUSINESS**
- IV. **NEW BUSINESS**
  - A. Ellis Maple Hill Minor Subdivision Plat (Phyllis Y. Roe)
  - B. Parker Minor Subdivision Plat
  - C. Need Space Storage - Mini Storage Site Plan
- V. **OTHER BUSINESS**
  - A. Cluster Box Units Discussion
- 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:** July 7, 2022

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

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### **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 or 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 plat.**

## **B. Parker Minor Subdivision Plat**

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) 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 plat.**

## **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

