

State of Tennessee
County of Marshall

Town Of Chapel Hill
July 19, 2021

The Town of Chapel Hill Planning Commission held their monthly meeting June 28, 2021 at 6:00 P.M. at Chapel Hill Town Hall, 4650 Nashville Highway, Chapel Hill, TN.

Members present: Chairman Marion Joyce, Secretary Stacey Booker, Isaac Zimmerle, Jason Jent, Mayor Michael Faulkenberry.

Also present were Town Administrator Amanda Harrington, Town Recorder Ruth Magallanes and City Attorney Todd Moore.

Item 1) Chairman Joyce called the meeting to order and with all members present a Quorum was established.

Item 2) A change to the minutes was made to reflect that the May meeting was called to order by Chairman Joyce and not Mayor Faulkenberry and this change was accepted and the minutes were then approved with a motion for approval made by Jason Jent and seconded by Stacey Booker. All members voting to approve.

Item 3) There were no public comments.

Item 4)

a. T Square Engineering was represented by Sam Cowan regarding 108 Morningside Drive residential zone. He is asking for clarification on the correct way to submit construction documents to the board. Amanda Harrington introduced herself as new Town Administrator and stated she had spoken with Mr. Cowan earlier. She believes there hasn't been enough time for review on any of the agenda items given the fact that administration changes have been in play. City Attorney Moore stated on this project the preliminary plat was approved by this Board now construction plans should be reviewed by the engineers and unless there is something unusual about them that would affect the plat then it would not need to come back to this Board. Isaac Zimmerle stated he had met with Joseph Baxter (Chapel Hill Water / Wastewater) and Greg Davenport (J R

Wauford Engineer) and that the new sewer system to be installed by the city could dictate how sewer and wastewater could get to the lift stations and new sewer plant. Isaac Zimmerle stated that before any new subdivisions could be approved we would need to decide who is responsible for the grinder pumps, would it be city or property owner, would there be higher sewer fees if using a grinder pump? All this will need to be discussed with Greg Davenport of Hethcoat Davis. Town Administrator Harrington proposed staff reviews and recommendations on all plans after they have been discussed with the engineers. Administrator Harrington will review and if all is well after 2 weeks they can proceed with construction plan and there will be no need to come back to the Planning Commission Board.

b. River Forest final plat has not been reviewed by engineers yet so a motion to defer was made by Isaac Zimmerle and seconded by Mayor Mike Faulkenberry. All members voting to defer. After the motion passed there was discussion led by Isaac Zimmerle reading the requirements that were enforced on Spring Creek Development. Regulations including submitting as built drawings, submitting adequate and acceptable bonds or lines of credit and having approval of those amounts by our engineers and after presenting proposed cost someone from the city reviewing those costs.

Isaac Zimmerle raised the question to Administrator Harrington inquiring if the new rule by the US Postal system regarding mail kiosk would require a bond and by who, city or developer? Mrs. Harrington will look into this and find the correct answer.

c. Jeff Knox representing the Grove stated he has been annexed into Chapel Hill City Limits. He has 70 lots that by county agreement will be supplied sewer service and 70 lots by Chapel Hill City to supply water service. A motion was made to defer final reading of the preliminary by Jason Jent and seconded by Stacey Booker. All members voting yes to defer.

Item 5. Other Business

Tommy Akins with Spring Creek Farms stated he has a delay of bonds. He discussed using cash up to \$300,000 but the Town prefers using Irrevocable Line of Credit or Bonds.

A motion was made by Stacey Booker to adjourn and was seconded by Jason Jent.
All members voting yes. Meeting adjourned.

Signature & Title _____

Date _____

Signature & Title _____

Date _____