

A regular scheduled meeting of the **Planning Commission** was held on Thursday, April 7, 2022, at 6:00 p.m., in the Board Chambers of Town Hall.

Staff members present were: Development Director, Mr. Jay Cravens; Town Planner, Mr. Jaime Groce; Town Attorney, Mr. Nathan Bicks; Chief of Fire Prevention, Mr. Todd Johnson; Town Engineer, Mr. Dale Perryman; Deputy Town Engineer, Mr. Tim Gwaltney; Assistant Town Planner, Ms. Nancy Boatwright; Administrative Specialist, Sr., Ms. Lynette Denzer; and Administrative Specialist, Sr., Ms. Gina Salvatore.

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### **Pledge of Allegiance**

Chairman Cotton led the Pledge of Allegiance.

### **Roll Call to establish a Quorum**

Cotton – Present, Rozanski – Present, Goddard – Present, Given – Absent, Jordan – Present, Green – Present, Sunkara – Present, Fletcher – Present, Worley – Present.

**Quorum Present.**

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### **Approval of Minutes**

Chairman Cotton asked if there were any changes or corrections to the minutes from the March 3, 2022 meeting.

Hearing none, Chairman Cotton called for a motion to approve the minutes from the March 3, 2022 meeting.

*Motion by Commissioner Rozanski, and seconded, to approve the minutes.*

Hearing no discussion, Chairman Cotton asked Ms. Salvatore to call the roll.

#### **Roll call:**

Rozanski – Yes, Goddard – Yes, Jordan – Yes, Green – Yes, Sunkara – Yes, Fletcher – Abstain, Worley – Yes, Cotton – Yes.

**Motion Approved.**

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Chairman Cotton asked if there were any changes or corrections to the minutes from the March 8, 2022 Work Session.

Hearing none, Chairman Cotton called for a motion to approve the minutes from the March 8, 2022 Work Session.

*Motion by Commissioner Goddard, and seconded, to approve the minutes.*

Hearing no discussion, Chairman Cotton asked Ms. Salvatore to call the roll.

#### **Roll call:**

Goddard – Yes, Jordan – Yes, Green – Yes, Sunkara – Yes, Fletcher – Abstain, Worley – Yes, Rozanski – Yes, Cotton – Yes.

**Motion Approved.**

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**Approval of Agenda**

Chairman Cotton asked if there were any additions or deletions to the Agenda.

Mr. Groce stated there is one change to the agenda. Minutes from the March 8, 2022 Work Session were not included on the published agenda but were included in your packets.

Chairman Cotton called for a motion to approve the Agenda as amended.

*Motion by Commissioner Rozanski and seconded, to approve the agenda.*

Chairman Cotton asked Ms. Salvatore to call the roll.

**Roll call:**

Jordan – Yes, Green – Yes, Sunkara – Yes, Fletcher –Yes, Worley – Yes, Rozanski – Yes, Goddard – Yes, Cotton – Yes.

**Motion Approved.**

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**Approval of Consent Agenda**

Chairman Cotton called for a motion to approve the Consent Agenda.

*Motion by Commissioner Worley, and seconded, to approve the Consent Agenda as presented.*

Chairman Cotton asked Ms. Salvatore to call the roll.

**Roll call:**

Jordan – Yes, Green – Yes, Sunkara – Yes, Fletcher –Yes, Worley – Yes, Rozanski – Yes, Goddard – Yes, Cotton – Yes.

**Motion Approved.**

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**CONSENT AGENDA**

**EXHIBITS**

The staff report and the following:

1. Vicinity Map
2. Agreement between BMA and Cara Family Land, LLC
3. Copy of the unexecuted instrument with legal description and survey

**6. a. Case #220820 – Request to vacate a 20-foot sewer easement located at the Southwest quadrant of Houston Levee Rd. and Winchester Rd. on the Cara Family Land, LLC tract.**

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To recommend to the BMA that upon completion of the new sewer line to vacate the 20-sewer easement on as shown in Exhibit 3.

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**FORMAL AGENDA**

**7. a. Case #220880 – Ordinance 2022-05 – Request rezoning approval of 44.85 acres, known as the Humphreys Property, from FAR: Forest Agricultural Residential to R-25 Low Density Residential and R-1 Low Density Residential located on the west side of Fleming Road, south of Midnight Sun Drive.**

**7. b Case #220300 – Resolution 2022-06 – Hinton Preserve Planned Development (PD) – Request approval of a residential PD on 44.85-acre located on the west side of Fleming Road, south of Midnight Sun Drive.**

Ms. Nancy Boatwright reviewed the Staff report, which is included in the record as an exhibit. Ms. Boatwright presented both cases together. The applicant agrees to all Conditions of Approval.

Chairman Cotton asked if there were any questions for Staff.

Hearing no questions, Chairman Cotton asked the applicant to come forward.

Mr. John McCarty, 198 Progress Road, Collierville, came forward and addressed the Commissioners.

Mr. McCarty stated the new Planned Development will have the increased setbacks per the recent amendment to the PD ordinance guidelines and believes the lot sizes will blend well with the other Developments in the area. The Development will dedicate the public access easement and remove the gate along Hinton Park; as well as, create sidewalks along the front of the estate lots along Fleming Road. Currently, the sewer lift station can handle the expected flow from the Planned Development; however, new pumps will be added if needed and it will continue to be monitored as each phase is developed. Lastly, the Major Road Plan calls for Fleming Road to be improved. The applicant will work with the Town as the phases develop on the best way to develop the road improvements whether 4 lanes or 2 lanes and a turning lane.

Mr. Groce stated Town is developing a traffic demand model and it should help the Town know how wide the roads need to be in that area.

***Motion by Commissioner Rozanski, and seconded, to recommend approval Ordinance 2202-05.***

Chairman Cotton asked if there was any discussion.

<b>EXHIBITS</b>	
<b>The staff report and the following:</b>	
1	Applicant’s Rezoning Cover Letters
a)	Request with Grounds for Amendment (1/11/22)
b)	Amended Cover Letter (3/10/22)
2	Applicant’s PD Cover Letters
a)	Request with Exceptions/Justifications (1/28/22)
b)	Amended Cover Letter (3/10/22)
3	Staff Analysis of Grounds for Amendment to Zoning Ordinance (4/1/22)
4	Ordinance 2022-05 with Attachments (4/1/22):
a)	Existing Zoning
b)	Proposed Zoning
c)	Legal Description
5	Future Land Use Map
6	Maximum Gross Residential Density Map
7	Bulk Requirement Comparison
8	Traffic Generation Letter (1/28/22)
9	Property Survey (1/11/22)
10	2040 Plan Excerpt
11	Adequate Transition Policy
12	Applicant’s Yield Plan (2/23/22)
13	Resolution 2022-06
a)	Outline Plan (3/31/22)
b)	Pattern Book (3/10/22)

Hearing no discussion, Chairman Cotton asked Ms. Salvatore to call the roll.

**Roll call:**

Jordan – Yes, Green – Yes, Sunkara – Yes, Fletcher –Yes, Worley – Yes, Rozanski – Yes, Goddard – Yes, Cotton – Yes.

**Motion Approved.**

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*Motion by Commissioner Worley, and seconded, to recommend approval of Resolution 2022-06 (Exhibit 13).*

Chairman Cotton asked if there was any discussion.

Hearing no discussion, Chairman Cotton asked Ms. Salvatore to call the roll.

**Roll call:**

Green – Yes, Sunkara – Yes, Fletcher –Yes, Worley – Yes, Rozanski – Yes, Goddard – Yes, Jordan – Yes, Cotton – Yes.

**Motion Passed.**

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**Other Business:**

Chairman Cotton asked if there was any Other Business.

Mr. Groce introduced Heather Fletcher the new Commissioner who is replacing Cheri Kilmurray.

The Planning Department is undergoing staffing changes. Diana Dubois has retired. Gina Salvatore will be moving to HR Department. Nancy Boatwright is retiring in July.

The BMA recently approved The Parke Planned Development and rezoning.

The PC deadlines are changing to 6 Tuesdays before PC meetings effective in June for the July 2022 PC meeting.

Chipotle is scheduled to go before the BMA April 25.

Chickfila will possibly be relocating to Bray Station and Poplar Avenue and also may be adding another store at Houston Levee and Wolf River. However, they haven't submitted anything.

The Peravali Planned Development will be coming before the PC in May and they are concerned about required road improvements.

Mid-South Gifted Academy has reapplied. It could possibly come to the May PC meeting but would like to know how the Board feels about a called PC meeting to consider the item the same night as the HDC meeting.

People's First Urgent Care was previously deferred and has submitted no revision as of yet.

Baptist Hospital PD is being amended for aa senior housing development that may possibly come before the PC in June

Belfair PD may bring in Phase 2 in May. They are trying to have the Vesta Home Show there this fall.

Lockwood phases 1 and 2 are gearing up.

The Villages at Shelby Station Townhouses across from Lockwood is coming to May PC. They are going to the DRC as a non-voting item next week.

Also, next week Ashby Springs Apartment Homes will be going to the DRC as a non-voting item as well.

Hearing no further business, Chairman Cotton adjourned the meeting at 6:33 pm.

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Secretary, Commissioner Jeremy Given