

A special called meeting of the **Planning Commission** was held Thursday, May 26, 2022, at 5:23 p.m., in the Board Chambers of Town Hall.

Staff members present were: Development Director, Mr. Jay Cravens; Assistant Town Planner, Ms. Nancy Boatwright; Planner, Mr. Scott Henninger; and Administrative Specialist, Sr., Ms. Lynette Denzer.

Pledge of Allegiance

Chairman Cotton led the Pledge of Allegiance.

Roll Call to establish a Quorum

Cotton	Rozanski	Goddard	Given	Jordan	Green	Sunkara	Fletcher	Worley
Present	Absent	Present	Present	Present	Present	Absent	Absent	Present

Quorum Present.

Approval of Minutes

Chairman Cotton stated there are no minutes to approve at this meeting.

Approval of Agenda

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

Ms. Boatwright stated there are no changes to the published agenda.

Chairman Cotton called for a motion to approve the Agenda.

Motion by Commissioner Goddard, and seconded, to approve the agenda as published.

Chairman Cotton asked Ms. Denzer to call the roll.

Roll call:

Jordan	Green	Sunkara	Fletcher	Worley	Rozanski	Goddard	Given	Cotton
Yes	Yes	Absent	Absent	Yes	Absent	Yes	Yes	Yes

Motion Approved.

FORMAL AGENDA

7. a. Case #219128 – Mid-South Gifted Academy – Request approval of a Preliminary Site Plan and a Certificate of Appropriateness for a 10,580 square-foot, two-story, non-residential school building located on 0.80 acres at 220 South Center Street.

Mr. Scott Henninger reviewed the Staff report, which is included in the record as an exhibit. The Planning Commission (PC) deferred this case on March 3, 2022 in order to give the applicant and the Historic District

Commission (HDC) time to consider a change to the layout. The applicant is in agreement with the Conditions of Approval.

Chairman Cotton asked if there were any questions for Staff.

Chairman Cotton asked if the HDC had reviewed the proposed changes. Mr. Henninger stated the HDC met and earlier in the day recommended approval.

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

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

Discussion ensued about directional signage in the parking area and the landscape buffer between the street and building.

Chairman Cotton asked if there were members of the audience that would like to speak.

Ms. Lauren Miller Utterback, 1228 Brayridge Cove, spoke in support of this project, addressing the quality of instruction and importance of this school to the community.

Ms. Claire Van Drimmelen, 8351 Stone Creek Drive, Germantown, spoke in support of this project. She stated this is more than a building; it is about creating relationships with students, families, and the community.

Mr. Cotton stated one eComment in support of the case has been received, and additional communication has been received in opposition of the project at this location.

Motion by Commissioner Worley, and seconded, to recommend the BMA approve a Preliminary Site Plan for a 10,500 square-foot, two-story, non-residential school building at 220 South Center Street, subject to the conditions in Exhibit 2.

Discussion ensued about traffic circulation patterns during drop-off and pick-up, the impact of the school to the community, and the orientation of the building on the lot as it relates to the adjacent public streets.

CONDITIONS OF APPROVAL:

1. This development is subject to all applicable standard conditions of approval as adopted by the Board of Mayor and Aldermen, Resolution 2006-54.
2. The public pedestrian easement required for the sidewalk along E. South Street, which can be created through the instrument method, must be recorded prior to issuance of Certificate of Occupancy.
3. The front yard setback on South Street and the Data Table on the Site Layout Plan (Exhibit 9, Page 3) shall be revised to match the setback recommended by the HDC.
4. All lighting shall meet the Town's Lighting Ordinance §151.190.
5. With the Final Site Plan, include the Trees in the Post Development Condition Chart on the Landscape Plan.
6. Provide pick-up and drop-off directional signage as required by Engineering.
7. The Engineering Division requires the following with the Final Site Plan:
 - a. A Demolition Plan and Traffic Control Plan will be required.

EXHIBITS

The staff report and the following:

1. HDC Conditions of Approval (5/20/22)
2. PC Conditions of Approval (5/20/22)
3. Applicant's Cover Letter (dated 5/4/22)
4. Aerial Photo showing existing and proposed campus
5. Parking Narrative (dated 3/31/22)
6. Traffic Impact Study (dated 5/4/22)
7. Site Circulation Exhibit (5/9/22)
8. Illustrative Site Plan Rendering (5/9/22)
9. Preliminary Site Plans (5/17/22)
10. eComment (5/25/22)

- b. On the Grading & Drainage Plan provide permission letters to connect to the existing inlets and show how the inlet is to be converted.
- c. The Town's Engineering Review is not a comprehensive technical design review. It is the Engineer and/or Surveyor of Record's responsibility to verify all existing and proposed data and property boundaries. Our review is to determine general conformity to Town standards and requirements. It is the Design Professional's responsibility to ensure the plans meet the Town's Specifications. The Town is not responsible for any errors or omissions made by Design Professionals or their employees.
- d. Any additions to previously reviewed plans need to be annotated and specified as part of answers to comments. Only changes that are brought to our attention will be reviewed upon resubmission. Any plan item that was not specifically commented on will be assumed to have remained unchanged from the previously submitted plans.
- e. More detailed information than what is required for Preliminary Approval was submitted. This information was not thoroughly reviewed at this time. It will be reviewed further when the project is submitted for Final Approval and further comments may be made.
- f. Plans are being reviewed by the Engineering Inspector; additional comments may be made.

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

Roll call:

Jordan	Green	Given	Sunkara	Fletcher	Worley	Rozanski	Goddard	Cotton
Yes	Yes	Yes	Absent	Absent	Yes	Absent	Yes	Yes

Motion Approved.

Other Business:

Chairman Cotton asked if there is any Other Business.

Ms. Boatwright stated there is no new business to discuss.

Hearing no further business, Chairman Cotton adjourned the meeting at 5:46 pm.

Secretary, Commissioner Jeremy Given