

A regular scheduled meeting of the **Planning Commission** was held on Thursday, March 7, 2024, at 6:00 p.m., in the Board Chambers of Town Hall.

Staff members present were: Assistant Town Administrator, Mr. Adam Hamric; Town Attorney, Mr. Nathan Bicks; Fire Marshal, Mr. Todd Johnson; Deputy Engineer, Mr. Shane Richardson; Town Planner, Mr. Jaime Groce; Planner, Mr. Josh Hankins; Planner, Ms. Nabanita Nira; Planner, Ms. Maria De Mesa; and Administrative Specialist, Sr., Ms. Angela Gizzarelli

Pledge of Allegiance

Acting Chair Vice Chairman Rozanski led the Pledge of Allegiance.

Roll Call to establish a Quorum

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

Quorum Present

Approval of Minutes

Acting Chair Vice Chairman Rozanski asked if there were any changes or corrections to the minutes from the February 1, 2024, meeting.

Hearing none, Acting Chair Vice Chairman Rozanski called for a motion.

Motion by Commissioner Green, and seconded, to approve the minutes from the February 1, 2024, meeting.

Hearing no discussion, Acting Chair Vice Chairman Rozanski asked to call the roll.

Roll call:

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

Motion Approved

Approval of Agenda

Acting Chair Vice Chairman Rozanski asked if there were any additions or deletions to the Agenda.

Mr. Groce stated there are no additions or deletions to the published Agenda. Mr. Groce stated Consent Agenda item 7a (case #240130) Condition of Approval number 3 has a typing error; The applicant has been made aware; we are correcting the error on record to reflect with the minutes.

Acting Chair Vice Chairman Rozanski called for a motion to approve the Agenda as presented.

Motion by Commissioner Goddard and seconded, to approve the Agenda as presented.

Acting Chair Vice Chairman Rozanski asked to call the roll.

Roll call:

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

Motion Approved

Citizen Comments

Acting Chair Vice Chairman Rozanski called for citizen comments.

Hearing none, Acting Chair Vice Chairman Rozanski moved forward with the meeting.

Approval of Consent Agenda

Acting Chair Vice Chairman Rozanski called for a motion to approve the Consent Agenda.

Motion by Commissioner Goddard, and seconded, to approve the Consent Agenda.

Acting Chair Vice Chairman Rozanski called for Discussion.

Commissioner Green asked about the lot sizes for case #240130 (item 7a).

Mr. Hankins came forward and confirmed that Phase 2 was approved for R-1 zoning and Phase 3 was approved for R-2 zoning, allowing for the smaller lot sizes.

Hearing no discussion, Acting Chair Vice Chairman Rozanski asked to call the roll.

Roll call:

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

Motion Approved.

CONSENT AGENDA

7. a. Case #240130 – Oak Hill Subdivision, Phase 3 Final Plat – Request approval of a Final Subdivision Plat for 34 single-family residential lots on 13.55 acres on the south side of Shelton Road, west of Collierville-Arlington Road.

MOTION: To approve Oak Hill, Phase 3, Final Subdivision Plat, subject to the conditions in Exhibit 1.

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.

PC 3-7-24

<p>EXHIBITS</p> <p>The staff report and the following:</p> <ol style="list-style-type: none"> 1. Conditions of Approval (3/1/24) 2. Cover Letter (1/11/24) 3. Final Plat Recording Checklist 4. Final Plat (1/11/24)

2. This Final Plat must be recorded within one (1) year of approval. You may request an extension, but this must be completed before the date of expiration. If you fail to record the Final Plat within the one (1) year timeframe and you do not have an approved extension, the Final Plat will need to be approved again by the Planning Commission.
3. Provide a note on the plat that states the owners of the lots where the fence modulates twenty inches beyond the property lines along Shelton Road ~~COA~~ COS **the individual property owners** will be responsible for maintaining that portion of the COS inside/south of the fence.
4. Show the building envelope for Lot 105.
5. On Sheet 3, remove the extra “R-1” that is listed for Phase 2.
6. Subdivision Plat Data Chart:
 - a. Remove “R-1” from the Zoning Classification.
7. Show the entire building envelope for Lot 105.
8. Call out the front, side, and rear setbacks on the plat.
9. Prior to recording, a drawing showing the area (square feet) of all public sewer, water, and drainage easements and right-of-way dedicated with this plat shall be submitted to Staff.
10. Add a note stating “All Home Builders are responsible for the proper drainage of their lot. Developers, with proper review from the Town Engineers, have the right to address any issues that may arise that will improve the subdivision until all homes are built. Builders should be aware of other drainage that affects their lot.”
11. Street Signs shall be installed before the plat is recorded. Please contact the Engineering Inspector and the Town’s Sign Shop before installation to verify that all signage meets the current requirements.
12. **The owners of the lots where the fence modulates twenty inches (20”) beyond the property lines along the Shelton Road COS will be responsible for maintaining that portion of the COS inside/south of the fence.**

7. b. Case #240288 – The Grove at Clara’s Ridge Subdivision, Phase 1 Final Plat – Request approval of a Final Subdivision Plat for 30 single-family residential lots on 18.33 acres located on the east side of Sycamore Road, south of Collierville High School.

MOTION: To approve the Final Subdivision Plat for The Grove at Clara’s Ridge Phase 1, subject to the conditions in Exhibit 1A.

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. Provide a common open space (COS) chart with each COS listed with their acreages and the total acreage.
3. The lot numbers on lots #37 to 53 must be revised. After lot #13, numbering should continue with #14 to 30 for the south lots after COS B.
4. Show the entire remainder of the subdivision as a single future development tract within the limits of the plat and do not show future lot lines for Phase 2.
5. The Engineering Division requires the following:
 - a. Prior to plat recording, a drawing showing the area (s.f.) of all public sewer, water, and drainage easements and right-of-way dedicated with this plat must be submitted.
 - b. Show the location of the two required permanent concrete corner monuments and label them as “Found” or “Set”.

EXHIBITS

The staff report and the following:

1. PC Conditions of Approval
 - A. Conditions of Approval for Phase 1 (2/14/24)
 - B. Conditions of Approval for Phase 2 (2/14/24)
2. Applicant’s Cover Letter (1/8/24)
3. Applicant’s Letter re: Connection with Rolling Meadows Subdivision (8/17/23)
4. Applicant’s Letter re: Property line discrepancy with Rolling Meadows Subdivision (2/9/24)
5. Final Plat Recording Checklist (2/28/24)
6. Phase 1 Final Subdivision Plat (1/17/24)
7. Phase 2 Final Subdivision Plat (1/17/24)

- c. The Min. F.F.E.s will be reviewed once the As-Built Topo is submitted.
- d. For the Surveyor's Certificate, change "Class" to "Category" in line 3.
- e. 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.
- f. 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.
- g. Street names shall be approved by MLGW. A copy of the MLGW address assignment shall be submitted to the Engineering Dept.
- h. Street Signs shall be installed before the plat is recorded. Please contact the Engineering Inspector and the Town's Sign Shop before installation to verify that all signage meets the current requirements.
- i. Provide a CAD file.
- j. An updated phased Cost Estimate must be provided so that the calculations for the Letter of Credit (LOC) can be revised. The plat shall not be recorded until the revised/converted LOC is approved by the BMA.
- k. Amend the Development Agreement that was approved for a single-phase subdivision to reflect a two-phase development. The plat shall not be recorded until the Development Agreement is amended and approved by the BMA.

7.c. Case #240289 – The Grove at Clara's Ridge Subdivision, Phase 2 Final Plat – Request approval of a Final Subdivision Plat for 23 single-family residential lots on 14.16 acres located on the east side of Sycamore Road, south of Collierville High School.

MOTION: To approve the Final Subdivision Plat for The Grove at Clara's Ridge Phase 2, subject to the conditions in Exhibit 1B.

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. Provide a common open space (COS) chart with each COS listed with their acreages and the total acreage.
3. The lot numbers must be revised to #31 to 53 to be consistent with the numbering of Phase 1 lots.
4. The Engineering Division requires the following:
 - a. Prior to plat recording, a drawing showing the area (s.f.) of all public sewer, water, and drainage easements and right-of-way dedicated with this plat must be submitted.
 - b. Show the location of the two required permanent concrete corner monuments and label them as "Found" or "Set".
 - c. The Min. F.F.E.s will be reviewed once the As-Built Topo is submitted.
 - d. For the Surveyor's Certificate, change "Class" to "Category" in line 3.

EXHIBITS

The staff report and the following:

1. PC Conditions of Approval
 - A. Conditions of Approval for Phase 1 (2/14/24)
 - B. Conditions of Approval for Phase 2 (2/14/24)
2. Applicant's Cover Letter (1/8/24)
3. Applicant's Letter re: Connection with Rolling Meadows Subdivision (8/17/23)
4. Applicant's Letter re: Property line discrepancy with Rolling Meadows Subdivision (2/9/24)
5. Final Plat Recording Checklist (2/28/24)
6. Phase 1 Final Subdivision Plat (1/17/24)
7. Phase 2 Final Subdivision Plat (1/17/24)

- e. 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.
- f. 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.
- g. Street names shall be approved by MLGW. A copy of the MLGW address assignment shall be submitted to the Engineering Dept.
- h. Street Signs shall be installed before the plat is recorded. Please contact the Engineering Inspector and the Town's Sign Shop before installation to verify that all signage meets the current requirements.
- i. Provide a CAD file.
- j. An updated phased Cost Estimate must be provided so that the calculations for the Letter of Credit (LOC) can be revised. The plat shall not be recorded until the revised/converted LOC is approved by the BMA.
- k. Amend the Development Agreement that was approved for a single-phase subdivision to reflect a two-phase development. The plat shall not be recorded until the Development Agreement is amended and approved by the BMA.

FORMAL AGENDA

8.a. Case #231368 – Alaina Estates Subdivision – Request approval for a Preliminary Subdivision Plat for three (3) single-family residential lots on 2.12 acres located at the southeast quadrant White Road and Byhalia Road.

Ms. Nabanita Nira reviewed the Staff report which is included in the record as an exhibit. Ms. Nira stated the applicant proposes to construct three single-family lots, Lot 2 will have a private drainage easement for the stormwater detention pond. The proposed development will have one dead end public street (Alaina Acres Lane) with an entrance from White Road. The application will add curb, gutter, and a sidewalk on White Rd frontage to comply with the Major Road Plan. Ms. Nira stated that applicant submitted a trip generation study that the development will not have significant impacts on the adjacent roadway, two (2) trips in the AM Peak Hours and three (3) trips in the PM Peak Hours. The proposed landscaping exceeds the Town's requirements. The proposed development includes two common open spaces, which are scheduled for review with the Design Review Commission on March 14, 2024.

The applicant is requesting three waivers from the Subdivision Regulations. The first waiver request is for the proposed stormwater detention pond on Lot 2. Subdivision Regulations state that drainage easements shall be located within common open space and not on private property. The applicant requested the waiver due to the size of the detention pond and the plat. Also, Lot 2 would significantly lose buildable space in the rear and side yards if the detention pond is to be located in a separate common open space. The private drainage easement is proposed to be maintained by the Homeowner's Association. The second waiver request pertains to the sidewalk

EXHIBITS

The staff report and the following:

1. Example Conditions of Approval (3/1/2024)
2. Cover Letter (2/5/2024)
3. Trip Generation Report (5/3/2023)
4. Water & Sewer Availability Form (2/5/2024)
5. Drainage Narrative (5/3/2023)
6. U.S. Postal Service Email (2/5/2024)
7. Preliminary Plat (1/26/2024)
8. Exerts from Construction Drawing (1/26/2024)

requirements. The Subdivision Regulations states in no cases shall sidewalks be waived within a 1,500-foot radius of school, church, park, or other public facilities. The applicant states the residents will have pedestrian access through the existing sidewalk along Byhalia Road and proposed sidewalk on White Road. Due to the size of the subdivision, the proposed Alaina Acres Lane would function similarly to a private driveway. Ms. Nira stated there are two churches (St. Patrick's Presbyterian Church and Faith Lutheran Church) less than 100' from the subject property. Ms. Nira reminded the PC that this waiver request will be a recommendation to the BMA, as the BMA will have to approve such a waiver request. The third waiver request is to reduce the horizontal curb/street centerline radius from 150' to 50' and the street corner face of curb radius from (not less than) 35' to 25'. The applicant proposes improvements along White Rd and a dedication of additional right-of-way to comply with the Major Road Plan, the centerline and curb radius waiver are necessary for the intersection and roadway to be constructed while maintaining residential lots compatible with adjacent properties. Also, the applicant states due to the limited number of lots, the vehicular traffic speed will be lower than in typical dead-end streets and would not be detrimental to the public. Ms. Nira noted the Town Engineer is not concerned about this waiver request.

Acting Chair Vice Chairman Rozanski asked if there were any questions for Staff.

Discussion ensued about the applicant's trip generation study being conducted with four lots and the Preliminary Subdivision Plat is requesting three lots. It was clarified that the reduction of lots was due to accommodate lot size regulations and not decided based on the trip generation study.

Discussion ensued about the proposed Alaina Acres Lane and turning left from White Road into the proposed subdivision. The proposed Alaina Acres Lane will be lined up with St. Patrick's Presbyterian Church private drive. Commissioner Given noted that White Road could have potential concern on Sundays for St. Patrick's Presbyterian Church with the added Alaina Acres Lane. It was suggested the White Road stripping plan be revisited by the Town Engineer.

Discussion ensued about the sidewalk waiver requested. The Subdivision Regulations clearly state the sidewalk requirements. Council confirmed that the Subdivision Regulations preclude the PC from granting the sidewalk waiver request.

Discussion ensued about the detention pond waiver. The request of the waiver is to keep from Lot 2 encroachment towards the detention pond, that if the detention pond were part of Common Open Space A, the property line for Lot 2 would be reduced. The concern of approving the requested waiver would be that future owners of Lot 2 may not understand they are fully responsible for the detention pond. With the HOA in place all lot owners would be aware that they are responsible for the detention pond and Common Open Space A.

Discussion ensued that a HOA is being created for this three-lot subdivision. The plat does state should the HOA dissolve, it would be the responsibility of the three lot owners to support financially the maintenance of the detention pond and Common Open Space A.

Clarification was made that the Collierville Fire Department has no concerns or comments to waiver request for the reduced centerline radius and curb radius.

Hearing no more questions, Acting Chair Vice Chairman Rozanski asked the applicant to come forward.

Douglas Baker, 1755 Lynnfield Rd, Memphis, TN, came forward and is available for questions.

Steve Cooper, 1755 Lynnfield Rd, Memphis, TN, stated Lot 2's parcel size can be configured to meet R-1 zoning by adjusting the Common Open Space of the detention pond by installing a 2' segmented block wall.

Discussion ensued about the centerline radius and curb radius waiver request, and the Town Engineer and Fire Department having no comments or concerns.

Clarification was made that the proposed Aliana Acres Lane will permanently be a dead-end lane due to the design and uses of the Ashby PD on the south side of the proposed development.

Discussion ensued about fencing for the property lines on the south. The property owner of the lot would have the option for 6' cedar fencing. The DRC will review the Preliminary Subdivision Plat and determine fencing is within the Design Guidelines.

Hearing no more discussion, Acting Chair Vice Chairman Rozanski called for a motion.

Motion by Commissioner Goddard, and seconded, to approve the Preliminary Subdivision Plat, with the conditions in Exhibit 1, except for condition 6 being deleted.

CONDITIONS OF APPROVAL:

1. This development is subject to all standard conditions of approval as adapted by the Board of mayor and Aldermen, Resolution 2006-54.
2. The HOA documents shall be recorded before the Final Plat is recorded.
3. Add a note to the Preliminary Plat that the common open spaces are to be maintained by the Homeowner's Association.
4. The storm water detention pond shall be in the common open space maintained by the HOA and not on a private lot.
5. Sidewalks shall be provided internal to the development as required by the Subdivision Regulations.
6. ~~Alaina Acres Lane shall have a minimum of 150 feet horizontal centerline radius and curb radius shall be not less than 35 feet.~~
7. On Sheet 7 update the title box to "White Road Proposed 3 Lots".
8. Street signs shall be installed before the Final Plat is recorded. Please contact the Engineering Inspector and the Town's Sign Shop before installation to verify that all the signage meets the current requirements.
9. Note that the Min. F.F.E.s will be reviewed at the Final Plat stage once the As-Built Topo is submitted.
10. Provide the state approved Sewer Plan to the Engineering Department and Public Services. Note that construction of the sanitary sewer shall not begin until the state approval is received.
11. Provide the state approved Water Plan to the Engineering Department and Public Services. Note the construction of the water shall not begin until the state approval is received.
12. Provide a copy of the NOI, NOC and SWPPP.
13. Submit the MLGW address assignment to the Engineering Dept.
14. Provide an itemized cost estimation to the Engineering Department so a Development Agreement can be prepared.

Acting Chair Vice Chairman Rozanski asked if there was any discussion.

Hearing no further discussion, Acting Chair Vice Chairman Rozanski asked to call the roll.

Roll call:

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

Motion Approved.

Other Business:

Acting Chair Vice Chairman Rozanski asked if there was any Other Business.

9.a. Ordinance 2023-09, An Ordinance to Amend Title XV, Chapter 151, of the Town of Collierville Code of Ordinances by Amending §151.003 Definitions Related to Vesting; §151.024(G)(7)(e) Related to the Maximum Height of Cell Towers; §151.115(D) Related to Off-Site Parking Requirements; §151.171 to § 151.180 Related to Reserved Parking Signage; §151.311 Site Plan Review Related to the Effective Period of Site Plan Approval; §151.155(E) Additional Provisions Related to Vesting; the Creation of § 151.008 Traffic Impact Analysis; and, the Creation of § 151.313 Vesting. Additionally, it is an Ordinance to Amend Title IX, Chapter 92, of the Town of Collierville Code of Ordinances by Amending §92.39 Driveway Curb Cuts.

EXHIBITS
The staff report and the following:
1. Summary of Amendments (3/1/24)
2. Ordinance 2023-09 (3/1/24), with Attachments A through I
3. Target Example of Restricted Parking Signage (9/12/23)

Mr. Jaime Groce reviewed the Staff report which is included in the record as an exhibit. Mr. Groce stated some of the changes to the Zoning Ordinance are due to new laws put in place through State Legislature. Mr. Groce stated there are five separate topics with changes. Traffic Impact Studies regulations are currently in the Subdivision Regulations those regulations will be moved to the Zoning Ordinance, there are no substantive changes to the language for Traffic Impact Studies. The changes will allow a maximum new cell tower’s height to go from 100’ to 150’ if built on nonresidential properties (schools, churches, government offices, etc.) in residential zoning districts. This will better clarify and acknowledge that sometimes nonresidential uses are in residential zoning districts.

Discussion ensued for clarification that currently the Ordinance does allow 150’ maximum height for new cell towers in nonresidential zoning districts.

Mr. Groce continued the Staff presentation. Another change will add a vesting section with the language to be consistent with State Law (TCA 13-4-310). Vesting regulations are applied to approvals after 2015. The change will amend the Zoning Ordinance to include language for reserved parking signage to address proliferation (from the global pandemic) of curbside pickup signage. The amendment will define signage type, prohibits temporary versions of such signs, regulate the color for the pole and base, the size is regulated to be similar to ADA signs, white pavement markings and wheel stops (except ADA will be required), requires sign placement to be shown on site plan, and treats “public signs” (stop, etc.) on private property the same. This approach does not require a permit, regulate content, set a maximum number of signs allowed within a parking lot, limit the number of parking spaces that can be restricted or establish a specific design for signs (which will be placed in the Design Guidelines for the DRC to adopt).

Discussion ensued about the height of the sign, the quantity of signs allowed, and color. The amendment could be changed to include only require signage painted on parking lots to designate spaces. The maximum height of 7’ is to allow the sign to be visible over hoods of vehicles and currently no language states a maximum height. There is a compliance for ADA parking space for a minimum height to ensure safety from a person hitting their head. The color (black, dark green, bronze, or aluminum) for the pole and base is to blend in and to lessen the visual clutter.

Mr. Groce continued Staff presentation on vesting rights and reviewed the table in Attachment H that will be added to the Zoning Ordinance. Mr. Groce provided current approved developments as examples for vesting rights.

Discussion ensued on clarification about an approved Preliminary Development Plan and that is when the vesting date is enabled.

Clarification was made the motion is for recommended approval for the BMA and the comments for tonight will be taken to the BMA for three separate readings, one of which will be a Public Hearing.

Acting Chair Vice Chairman Rozanski asked if there were any questions for Staff.

Affirmation was made that the PC is voting to recommend approval and any discussion from the PC tonight or from the DRC or the BMA's first reading will be made in consideration for changes.

Hearing no more discussion, Acting Chair Vice Chairman Rozanski called for a motion.

Motion by Commissioner Given, and seconded, to recommend approval of Ordinance 2023-09 (Exhibit 2).

Acting Chair Vice Chairman Rozanski asked if there was any discussion.

Hearing no further discussion, Acting Chair Vice Chairman Rozanski asked to call the roll.

Roll call:

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

Motion Approved.

9.b. Planning Commission Resolution 2024-A (Public Hearing) – A resolution of the Planning Commission of the Town of Collierville amending the subdivision regulations as follows: Amend Article I, Section 7 related to Previously Preliminarily Approved Subdivisions or Finally Approved Subdivisions; Amend Article I, Section 9 related to Conditions; Amend Article II, Section 3 related to Preliminary Plat and Subdivision Infrastructure Construction Plans (Major Subdivisions Only); Article II, Section 5 related to Development Agreements Required Prior to Construction; Article III, Section 7 related to Street Design and Improvements; and, Article IV, Section 2 related to the Preliminary Subdivision Plat Application.

EXHIBITS
The staff report and the following:
1. Summary of Amendments (3/1/24)
2. PC Resolution 2024-A (3/1/24), with Attachment A

Mr. Jaime Groce reviewed the Staff report which is included in the record as an exhibit. Mr. Groce stated resolution for tonight is also a Public Hearing and open for any public comment. This resolution is to amend some Subdivision Regulations in five separate topics to be effective May 1, 2024. One is to remove the Traffic Impact Analysis requirements from Subdivision Regulations and place them into the Zoning Ordinance (with Ordinance 2023-09). Another amendment is to move the curb-cut requirements section from Subdivision Regulations to the Town Code of Ordinances. Currently exists in both places, it would be a benefit to keep the requirements in the Town Code of Ordinances. The Engineering Division is responsible for curb-cut permits and inspections and will continue to do so. The BMA approved raising the minimum required initial surety amount for residential subdivision from \$100,000 to \$150,000 which will take effect April 1, 2024. The Subdivision Regulations will need to reflect the increased amount. Several references are being added to the new vesting section being updated in the Zoning Ordinance is consistent with State Law (TCA 13-4-310). Amendments to the effective periods of Subdivision Plat approvals are being made to match the vesting regulations in State Law (TCA 13-4-310).

Acting Chair Vice Chairman Rozanski asked if there were any questions for Staff.

Acting Chair Vice Chairman Rozanski asked if there were any public comments.

Hearing no public comment, Acting Chair Vice Chairman Rozanski closed the Public Hearing and called for a motion.

Motion by Commissioner Fletcher, and seconded, to approve Resolution 2024-A (Exhibit 2).

Acting Chair Vice Chairman Rozanski asked if there was any discussion.

Hearing no further discussion, Acting Chair Vice Chairman Rozanski asked to call the roll.

Roll call:

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

Motion Approved.

Acting Chair Vice Chairman Rozanski asked if there was any further business.

Mr. Groce congratulated Dr. Green on his School Board appointment. The training video from February 1, 2024, will be released soon for viewing for those unable to attend. Future training opportunities are coming, we are working with Josh Whitehead on the topic of Robert's Rules of Order. The April 4th PC tentatively has Conditional Use Permits for Advance Auto and a pharmaceutical distribution warehouse.

Hearing no further business, Acting Chair Vice Chairman Rozanski adjourned the meeting at 7:21 pm.

Secretary, Commissioner Jeremy Given