# COVINGTON MUNICIPAL - REGIONAL PLANNING COMMISSION MEETING

# JULY 11, 2023 12:00 PM NOON LOWER-LEVEL CONFERENCE ROOM AT CITY HALL



## AGENDA FOR THE RESCHEDULED MEETING OF THE COVINGTON MUNICIPAL-REGIONAL PLANNING COMMISSION July 11, 2023 12:00 PM

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- I. CALL TO ORDER ESTABLISHMENT OF A QUORUM
- II. INTRODUCTIONS

- III. APPROVAL OF THE PREVIOUS MINUTES
- IV. NEW BUSINESS
  - A. Scooter's Coffee Shop Site Plan
  - B. Resolution for Administrative Approval of Two Lots or Less Minor Subdivisions
- V. OLD BUSINESS
- VI. OTHER BUSINESS Multimetco, INC site plan has been withdrawn
- VII. ADJOURNMENT

\*Next Meeting: August 1, 2023\*

The Covington Municipal-Regional Planning Commission met on June 6, 2023, at 12:00 p.m. with the following members present: Chairman Joe Auger, Vice Chairman Sammy Beasley, Secretary Alice Fisher, Commissioners: Sue Rose, C.H. Sullivan, Annette Johnson, Sara Carter, and Louise McBride. Also present were Building Official Lessie Fisher, Planner Will Radford, Code Officer Jennifer Nolen, Fire Inspector Jason Jenkins, Code Technician Phyllis Mayfield, and Rusty Norville.

Meeting was called to order by Chairman Joe Auger.

Motion was made by C.H. Sullivan and seconded by Alice Fisher that the minutes of the preceding meeting be approved. Motion passed.

Site Plan was submitted to convert a former bank site to a new convenience store with new fuel pumps at 3080 Highway 51 South. The property can be described as Parcel 46.01 on Tipton County Tax Map 051. The property is zoned B-2 (Highway Business) District. The property does not appear to be located in a federally identified flood hazard area. The TDOT requirements have been addressed for highway access.

Motion was made by C.H. Sullivan and seconded by Alice Fisher to approve. Motion passed.

Site Plan was submitted to construct a new industrial building described as "Platinum Group Metal Recovery and Refining" near 1845 Highway 54 East (near Highway 54's intersection with Solo Road) in Covington's Planning Region. The property can be further described as Parcel 43.01 on Tipton County Tax Map 42. The property was recently rezoned to I-1 (Light Industrial) District. The property does not appear to be located within a federally identified flood hazard area. Submittals are not ready and the third-party review has not been completed at the time of meeting. Mr. Faulk plans to be at next meeting.

C.H. Sullivan made a motion, seconded by Sammy Beasley to adjourn the meeting. There being no further business, the meeting was adjourned at 12:12 p.m.

Next meeting to be June 27, 2023.



### MEMORANDUM

TO: The Covington Municipal-Regional Planning Commission

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FROM: Will Radford, AICP

DATE: July 5, 2023

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

## A. Scooter's Coffee Shop – Site Plan

A site plan has been submitted to construct a new Scooter's Coffee Shop near 712 U.S. Highway 51 North (Former Krystal's Location). The property can be further described as Parcel 20.01 on Tipton County Tax Map 025N, Group C. The property is zoned B-2 (Highway Business) District. The property does not appear to be located in a federally identified flood hazard area.

### <u>Analysis</u>

The site plan appears to be changing the existing access points onto U.S. Highway 51. The site formerly had two access points which Tennessee Department of Transportation has requested a redesign to reduce the site to one access point. This new design has been approved by the Tennessee Department of Transportation.

A previous site plan was submitted at the March Planning Commission meeting and the Planning Commission expressed interest in adjoining the driveway to the neighboring property to the north. This site plan is not showing an access point to the adjacent property.

The site plan has been reviewed by an engineer independent of the developer in regards to drainage and grading to ensure no increased run-off onto adjacent properties.

Staff is recommending the driveway layout be reviewed by the Covington Fire Department to determine whether the turn-around areas and access to the building is sufficient.

The site plan is showing 10 parking spaces which appears to be meet the parking requirements for Restaurants:

J. Restaurants and Similar One (1) Establishments Serving one-hur Food and/or Beverages square

One (1) space for each one-hundred fifty (150) square feet of gross floor area plus one (1) space for each three (3) employees 4

2. Each parking space shall be equal to an area of at least one-hundred and sixty (160) square feet. The width shall be not less than eight (8) feet and the length shall not be less than nineteen (19) feet.

The proposed building meets all of the setbacks of the B-2 district.

### **Recommendation**

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Staff is withholding a positive recommendation at this time until all the above issues (adjoining access) are adequately addressed.

# B. Resolution for Administrative Approval of Two Lots or Less Minor Subdivisions

### Background/Analysis

Staff has prepared a Resolution in response to "Public Chapter 994" that allows the administrative approval of minor subdivision plats of two lots or less. The resolution states the following criteria for administrative approval:

- 4. Whenever subdivision meets the criteria described below, the Secretary of the Covington Municipal-Regional Planning Commission may approve a subdivided plat without the approval of the planning commission.
  - a. The divided tract involves no more than two (2) lots;
  - b. The planning staff of the planning commission certifies that the subdivision meets all the regulations adopted by the planning commission, and;

- c. No request for variance from the adopted regulations of the planning commission has been made.
- d. Re-subdivision involving no more than 2 (two) lots or establishing new or additional utility easements.

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### **Recommendation**

Staff recommends the Planning Commission send a positive recommendation to the Board of Mayor and Aldermen for the adoption of the Resolution.

#### MEMORANDUM FOR RECORD

### TO: Covington Municipal-Regional Planning Commission

### RE: Performance Bonds and Letters of Credit

The following is a list of performance bonds and letters of credit held by the Covington Municipal-Regional Planning Commission. Sixty (60) days before the expiration date, the Department of Code Compliance staff, will request the developer to renew the financial instrument. If the performance bond or letter is not renewed within two weeks of notice then staff will recommend that the Covington Municipal-Regional Planning Commission "call the bond "or submit a draft on the letter of credit.

Developer	Renewal Date	Notice Date	Expiration Date
Deena, LLC 80 Deena Cove Covington, TN 38019	September 3, 2022	July 24, 2023	September 3, 2023
	Irrevocable Letter of Credit \$17,000.00		
Barry J. & Melody K. Diggs 247 Holly Grove Road	October 4, 2022	August 18, 2023	September 30, 2023
Covington, TN 38019	Irrevocable Letter of Credit \$100,000.00		