

**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION
CITY HALL COURTROOM**

**REGULAR MEETING
February 12, 2015
6:00 P.M.**

I. Call To Order

II. Roll Call

III. Approval of Minutes of Previous Regular Meeting – January 15, 2015

IV. OLD BUSINESS

1. Zoning Ordinance Amendments: Sign Ordinance Revisions

V. NEW BUSINESS

1. Rezoning Request: Property at the Corner of East Wood St. and Hillcrest Drive from Residential to Commercial
2. Minor Subdivision Plat: Mockingbird Lane
3. Minor Site Plan: Griffey – 901 East Wood Street
4. Major Site Plan: Owens Construction of Paris – Volunteer Drive
5. Major Site Plan: Guinn’s Building Addition – Highway 79/East Wood St.
6. Major Site Plan: Eddie Roberts Building Addition – Mockingbird Lane
7. Training Opportunities for Planning Commission Members

VI. Adjournment

MUNICIPAL REGIONAL PLANNING COMMISSION
Regular Meeting Minutes
January 15, 2015

The Paris municipal Regional Planning Commission met in regular session at 6:00 p.m. Thursday, January 15, 2015 in the courtroom of City Hall to consider the following business:

OLD BUSINESS:

- Zoning Ordinance Amendments: Sign Ordinance Revision

NEW BUSINESS:

- Minor Subdivision Plat: Dan Jackson – Highway 77
- Minor Subdivision Plat: Mooney/Owens – Volunteer Drive
- Major Site Plan: McCartney Produce – Culley Drive
- Major Site Plan: Dan Jackson Retail – Highway 77
- Major Site Plan: John Williams Site Plan – Highway 218

Present: Jim Hayes, Presiding
Carlton Gerrell
Dan Veazey
Terry Wimberley
Gayle Griffith
Randy Scholes
Rachel Terrell

Also Present: Kim Foster, Asst. City Manager
Fred McLean, City Attorney
Jennifer Morris, Community Development Director
Kathy Horner, Administrative Assistant

Mr. Hayes called the meeting to order. Mr. Gerrell made a motion which was seconded by Mr. Griffith to approve the minutes from the previous meeting held Thursday, December 11, 2014. The motion carried unanimously.

OLD BUSINESS

Zoning Ordinance:

Ms. Terrell led a discussion on the formation of a committee to review sign ordinances. A decision was made to conduct an open forum prior to the February 12, 2015 meeting. A notice will be sent to the public informing them of the meeting. It was suggested that copies of the sign ordinance be distributed to local sign companies and real estate offices. Copies of the sign ordinance will be provided at the City Hall business office as well.

NEW BUSINESS

Minor Subdivision Plat: Dan Jackson – Highway 77

A minor subdivision plat has been submitted by Dan Jackson. The property is located on Highway 77 adjacent to the Wal Mart property. A motion was made by Mr. Griffith, seconded by Mr. Veazey and approved.

Minor Subdivision Plan: Mooney/Owens – Volunteer Drive

A minor subdivision plat has been submitted by Mickey Mooney and Wyatt Owens. The property is located between Volunteer Drive and the Lankford Road area. There is potential for retail development. Motion was made by Mr. Gerrell, seconded by Mr. Wimberley and approved.

Major Site Plan: McCartney Produce – Culley Drive

McCartney produce submitted a site plan for a new development location on Culley Drive in the Industrial Park. The proposed building is 52,338 sq. ft. Mr. Nichols of Ashburn, Nichols and Associates gave a report on parking and expansion possibilities. Mr. Griffith made a motion, seconded by Mr. Gerrell and approved.

Major Site Plan: Dan Jackson Retail – Highway 77

Dan Jackson has submitted a major site plan for a new development fronting on Highway 77 and adjacent to the minor subdivision plat previously approved. The proposed building will be 4,900 sq. ft. Mr. Griffith made a motion, seconded by Mr. Gerrell and approved.

Major Site Plan: John Williams Site Plan – Highway 218

John Williams submitted a site plan for a new development located on Highway 218 west of Mockingbird Lane. The proposed building is 11,200 sq. ft. Portions of the property lies within a flood zone, however, the site location is outside the flood plain. A motion was made for a conditional approval based on adequate water drainage plans. Motion by Mr. Wimberley, seconded by Mr. Griffith and approved.

Minor Site Plan: Lance and Carla Culley – Cedar Creek Subdivision

A minor site plan has been submitted by Lance and Carla Culley in the Cedar Creek Subdivision to combine two lots. Motion by Mr. Griffith, seconded by Mr. Veazey and approved.

In closing, Ms. Morris mentioned that by the next Planning Meeting staff will have an updated zoning map.

Meeting adjourned at 6:42 pm.

Old Business Agenda Item 1:

Sign Ordinance Revisions

Background and Analysis:

As you are aware a public hearing is scheduled from 4:00 pm until 6:00 pm prior to the Regular Scheduled meeting. The Planning Commission may wish to discuss some of the comments from the public hearing or if there are several you may wish to defer this item of business until which time Staff can compile the comments for your review.

New Business Agenda Item 1:

Rezoning Request for Property at the Corner of East Wood St. and Hillcrest Drive from Residential to Commercial.

Background and Analysis:

Dan Hassell is requesting that his property at the corner of East Wood Street and Hillcrest Drive be rezoned from Residential to Commercial. The property is currently zoned R-1-L (Single Family Low Density Residential).

This property as you can see on the map is adjacent to the Holy Cross Catholic Church property that is also zoned R-1 except that it is classified as High Density. Currently the opposite side of Wood Street is zoned commercial, B-1 and P-B.

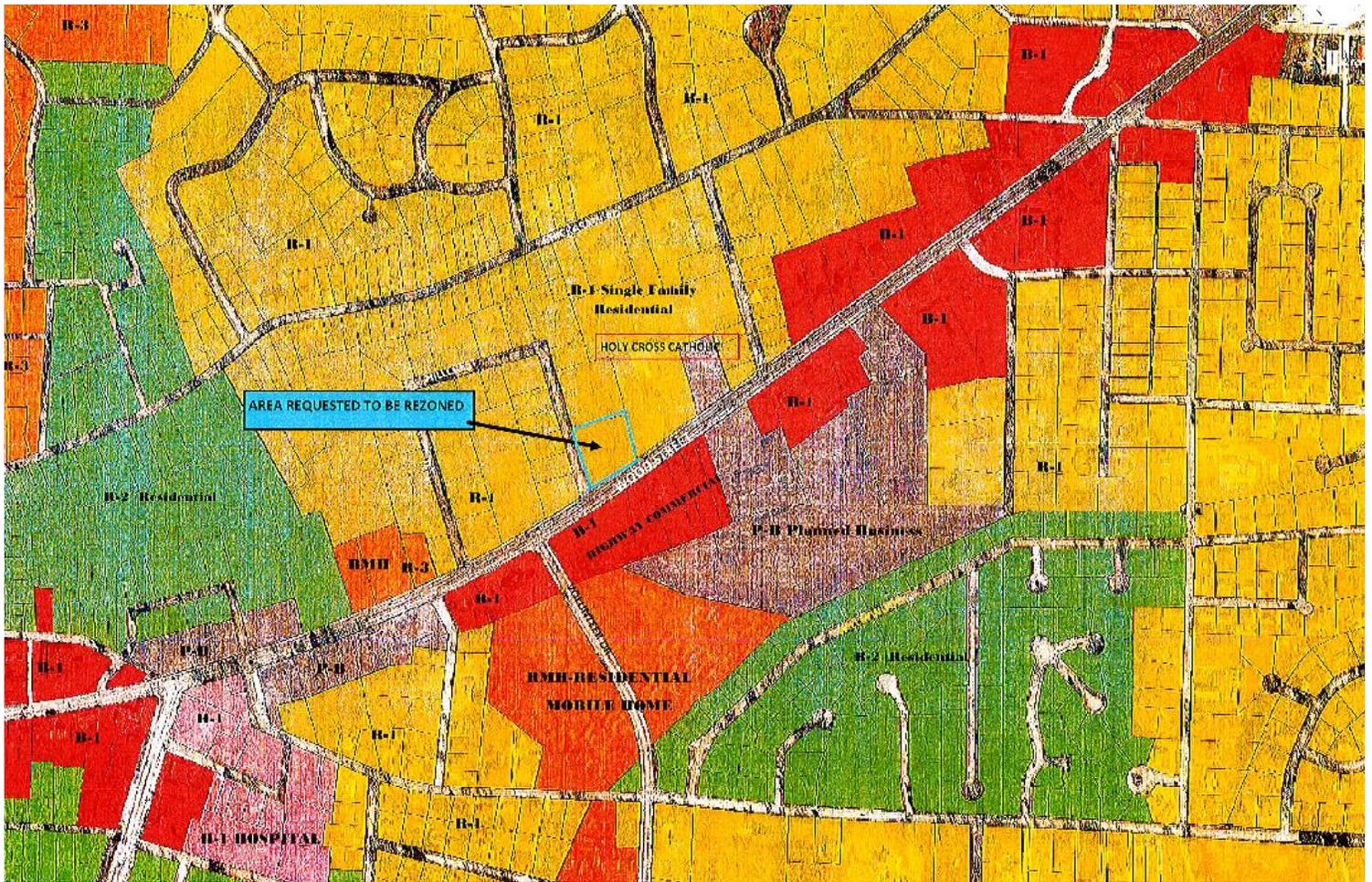
The Commission should consider the following:

- Is the residential area on the north side of Wood Street still viable?
- Should the B-1 District to the east of this property be extended to include all properties fronting Wood Street on the north side of the street?
- Is it in the best interest of the City and the surrounding properties to extend the B-1 District across the street to include this one property?

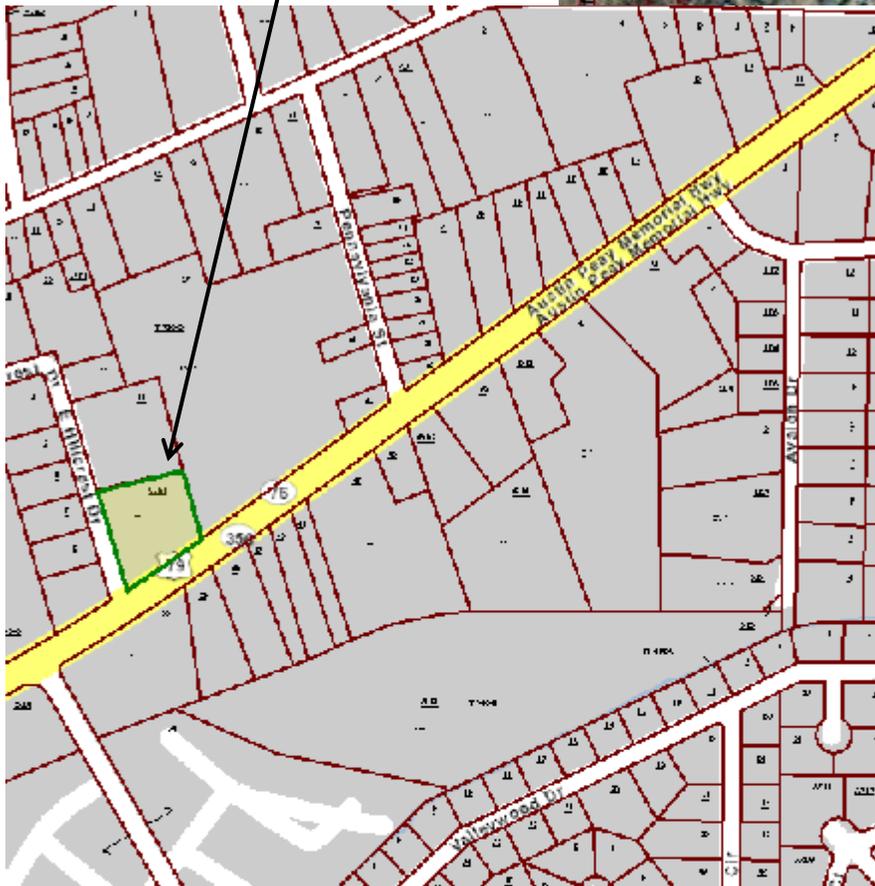
Recommendation:

Should the Planning Commission choose to rezone this property it is recommended that it be zoned B-1 Highway Commercial.

Hassell Rezoning Request from R-1 Single Family Residential to Commercial



Area Requested to be Rezoned from
R-1 Residential to Commercial



New Business Agenda Item 2:

Minor Subdivision Plat for Mockingbird Lane

Background and Analysis:

Tammie Roberts and the Bass Group have submitted a Minor Subdivision Plat for property located on Mockingbird Lane. Lot 1 (Roberts) will be adding a 12 ft. strip to the rear of their property from Lot 2 (Bass).

It should be noted that the side of the building facing Mockingbird Lane encroaches into the front setback. This is existing and does not affect the Minor Subdivision. It should also be noted that after the addition of 12 feet to Lot 1, both lots will maintain enough square footage and road frontage to be considered a conforming lot of record.

The following must be addressed for a Minor Subdivision Plat:

The plat shall be clearly and legibly drawn at a suitable scale and shall contain all information normally required in an official survey with a surveyor's certification plus:

- ✓ the name and address of owner of record:
 - **Tammie Roberts, 4215 Old Union Road, Paris, TN; Bass Group, LLC, 104 Tyson Avenue, Paris, TN.**
- ✓ a vicinity map showing the location and acreage of the subdivision:
 - **vicinity map is included on the plat; 4.42 acres total.**
- ✓ the existing streets, buildings, water courses, utilities and easements
 - **All included**
- ✓ the present zoning classification, if any, on the land to be subdivided and on the adjoining land for the major subdivision plats in Article V and any other certificates deemed necessary by the Planning Commission:
 - **B-1 Highway Commercial**

Recommendation:

Approval of the Roberts/Bass Minor Subdivision Plat is recommended.

New Business Agenda Item 3:

Minor Site Plan for Griffey at 901 East Wood

Background and Analysis:

Carolyn Griffey has submitted a Minor Site Plan for her property located at 901 East Wood Street (corner of East Wood and Lake Street). This is an existing building with parking in the front of the building that backs into oncoming traffic on Wood Street. Parking is also available to the rear of the building with access to the building through the second floor basement.

This site plan is before the Planning Commission for approval of a proposed 5' sidewalk with an 8" curb on the west side of the building adjacent to Lake Street. In addition, four steps leading to the elevation of the front parking lot are also proposed.

As the Commission is aware, the Zoning Ordinance prohibits parking spaces to back into the right of way in a commercial district. As you are also aware, this property was developed long before any zoning existing for the City of Paris.

This proposed sidewalk would not eliminate the parking on Wood Street, however, it could greatly decrease the number of vehicles backing out into traffic at this location. An additional point to make is that this parking is also located at the traffic light and a heavily traveled intersection.

Currently there are no sidewalks on Lake Street; hence, the addition of this sidewalk would provide a safer route for pedestrian traffic along Lake connecting Wood Street.

The property owners have met with the City of Paris and are aware of the specifications for both the sidewalk and curb and gutter.

Recommendation:

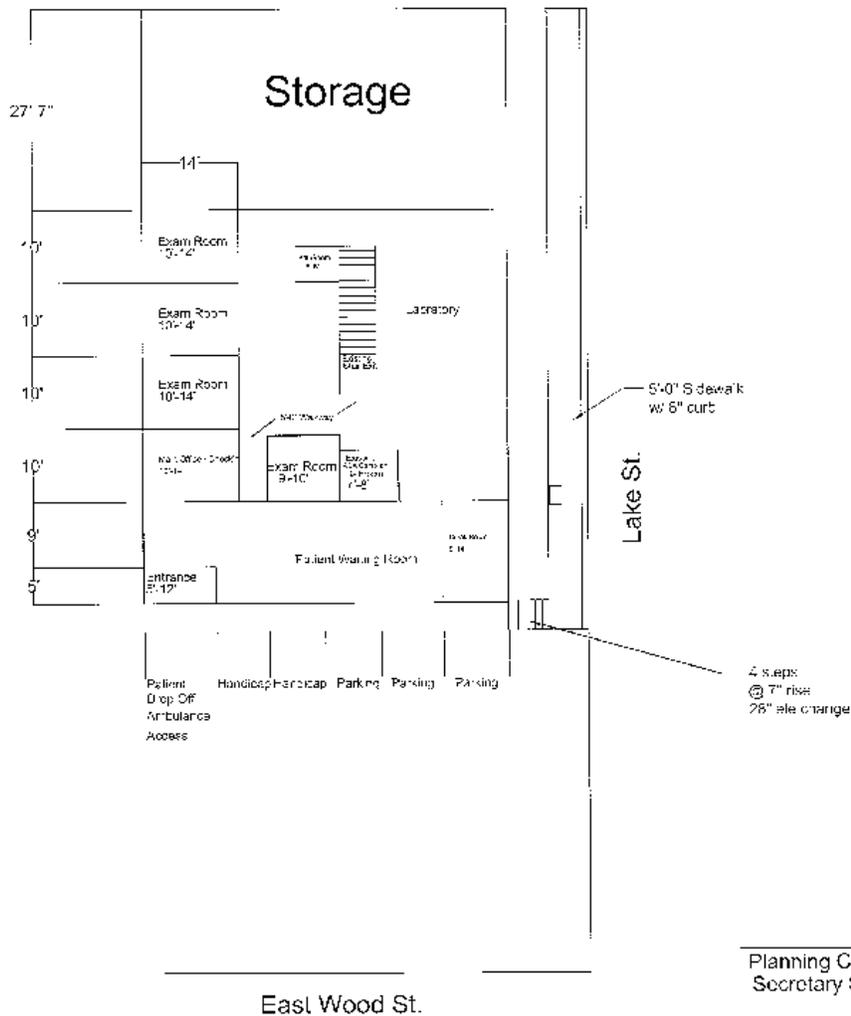
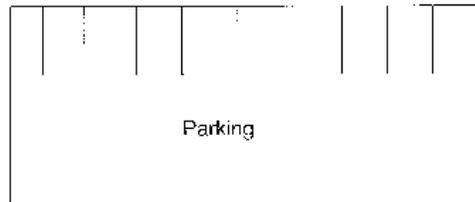
It is recommended that the Griffey Minor Site Plan be approved as presented with a note that the improvements will be built in conformance to the City of Paris specifications.

CedarCreek Medical
 901 E. Wood St.
 Paris TN
 Building Owner--Carolyn Griffey
 Developer/Contractor--Dennis Garcia
 Present Zoning B1 / Abutting Zoning B1
 2/11/15



Scale: 1"=10'

Building Sq. Ft.
 3900



Planning Commission
 Secretary Signature

New Business Agenda Item 4:

Major Site Plan for Owens Construction of Paris on Volunteer Drive

Background and Analysis:

Owens Construction has submitted a Major Site Plan for property located on Volunteer Drive. The plan shows a 24,000 sq. ft. Retail Building plus an additional 1,800 sq. ft. retail building in the rear (east side) of the principal structure.

The entire area is approximately 41 acres. Four acres are proposed for development at this time.

To facilitate future development, a road with a 28 ft. width is proposed adjacent to the existing pond to the north of the proposed building. According to the Subdivision Regulations this is considered a Medium Density Street (*Most minor streets in residential developments involving parking and/or considerable traffic, or as may be directed by the Planning Commission*). Roadway improvements must be built according to the requirements found in Article V, Section 4 of the Subdivision Regulations.

It should be determined whether or not a temporary turn around or cul de sac would be required at the end of the proposed road.

A 28 ft., two way ingress/egress is shown at the north end of the building. In addition, a 36 ft. wide, three lane ingress/egress is noted at the south end of the property. Both are adequate and meet the zoning regulations.

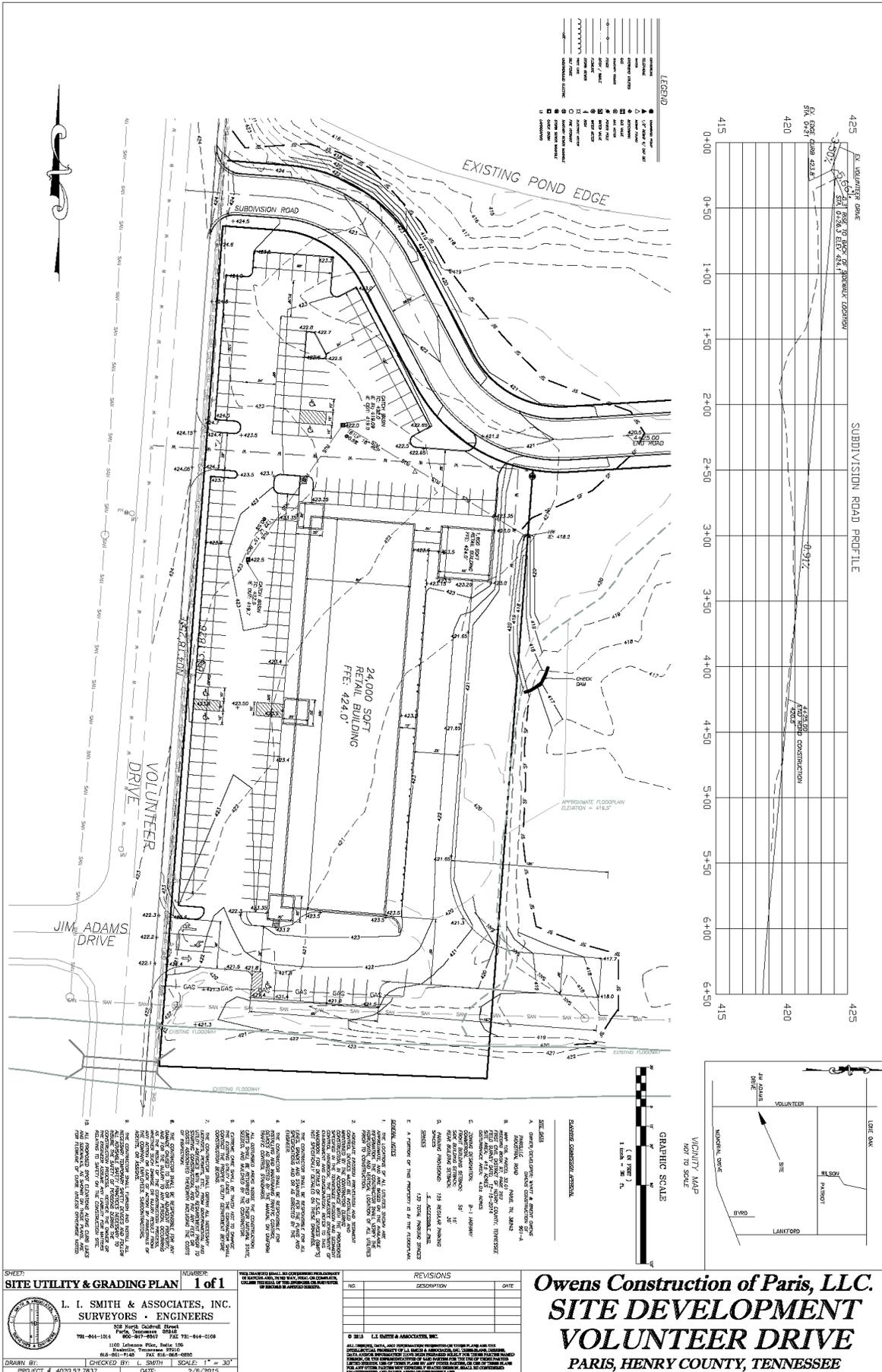
A total of 130 parking spaces are proposed, this is adequate according to the Parking Requirements of the Zoning Ordinance.

The following information should be noted on the plat:

- ✓ 12 ft. area immediately behind the proposed building
- ✓ Pond area should be noted
- ✓ Dumpster pads
- ✓ Backup driveway access on the southeast corner of the development.

Recommendation:

With the aforementioned items addressed, Staff would recommend approval of the Owens Construction Major Site Plan.



SHEET: **SITE UTILITY & GRADING PLAN** NUMBER: **1 of 1**

L. I. SMITH & ASSOCIATES, INC.
 SURVEYORS • ENGINEERS

715 North State Street
 Paris, Tennessee 38242
 706-444-1044 FAX 791-664-0108

1100 Lakeway Plaza, Suite 106
 Knoxville, Tennessee 37916
 615-891-7140 FAX 615-868-0890

DRAWN BY: L. SMITH DATE: 2/6/2015
 PROJECT # 4020.52.7837

REVISIONS

NO.	DESCRIPTION	DATE

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Owens Construction of Paris, LLC.
SITE DEVELOPMENT
VOLUNTEER DRIVE
 PARIS, HENRY COUNTY, TENNESSEE

New Business Agenda Item 5:

Major Site Plan for Guinn's Building Addition on East Wood Street (Highway 79)

Background and Analysis:

Melanie Guinn has submitted a Site Plan for a 48 ft. x 96 ft. (4,608 sq. ft.) addition to their existing building at 1710 East Wood Street. The total site area is 7.14 acres. The proposed addition will consist of .25 acres. The property is located in a P-M (planned industrial) zone and should be noted as such.

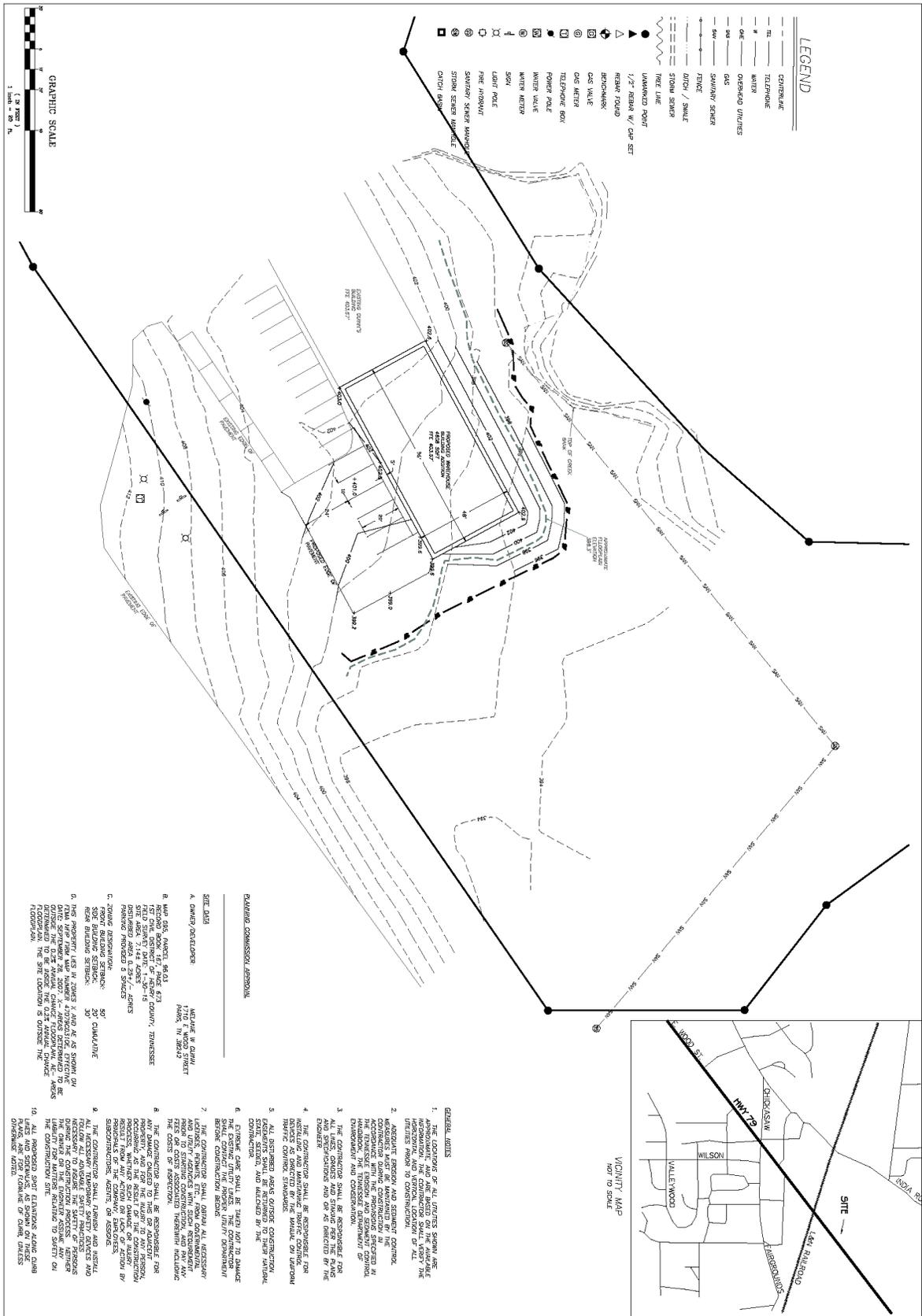
In reviewing the site plan it was determined that the northeast corner of the building is encroaching into a designated floodway. At the time the agenda was prepared this has not been resolved.

Other alternatives are currently being considered for placement of the proposed addition.

Recommendation:

A recommendation will be available at the meeting. However, the following should also be added to the plat:

- ✓ Zoning Designation (M-1)
- ✓ North point reference
- ✓ References to a Water Line
- ✓ Parking should be evaluated after any alterations are made to the site plan for the addition.



SITE & GRADING PLAN NUMBER: **1 of 1**

L. I. SMITH & ASSOCIATES, INC.
 SURVEYORS • ENGINEERS

ONE NORTH CALDWELL BLVD
 PARIS, TENNESSEE 38383
 TEL: 731-542-2828 FAX: 731-544-0828
 1115 W. MAIN ST. SUITE 200
 PARIS, TENNESSEE 38383
 TEL: 731-542-2828 FAX: 731-544-0828

DRAWN BY: LIS CHECKED BY: LIS SCALE: 1" = 20'
 PROJECT # 4020.53.814.3 DATE: 2-5-15

REVISIONS

NO.	DESCRIPTION	DATE

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GUINN'S BUILDING ADDITION
SITE PLAN
HIGHWAY 79
 PARIS, HENRY COUNTY, TENNESSEE

New Business Agenda Item 6:

Major Site Plan for Eddie Roberts Building Addition at 415 Mockingbird Lane

Background and Analysis:

Eddie Roberts is proposing a 2,592 sq. ft. addition to the east side of his existing building. At the time the site plan was presented the addition encroached into the required 30 ft. setback. After reviewing the site plan it was decided that Mr. Roberts would acquire an additional 12 ft. from the adjoining property owner to allow him ample space for his addition.

It should be noted that the existing building has a slight encroachment into the 50 ft. front setback. This was existing prior to the property being annexed into the city limits and should be on record as a non-conforming setback. This has no bearing on the approval of the addition.

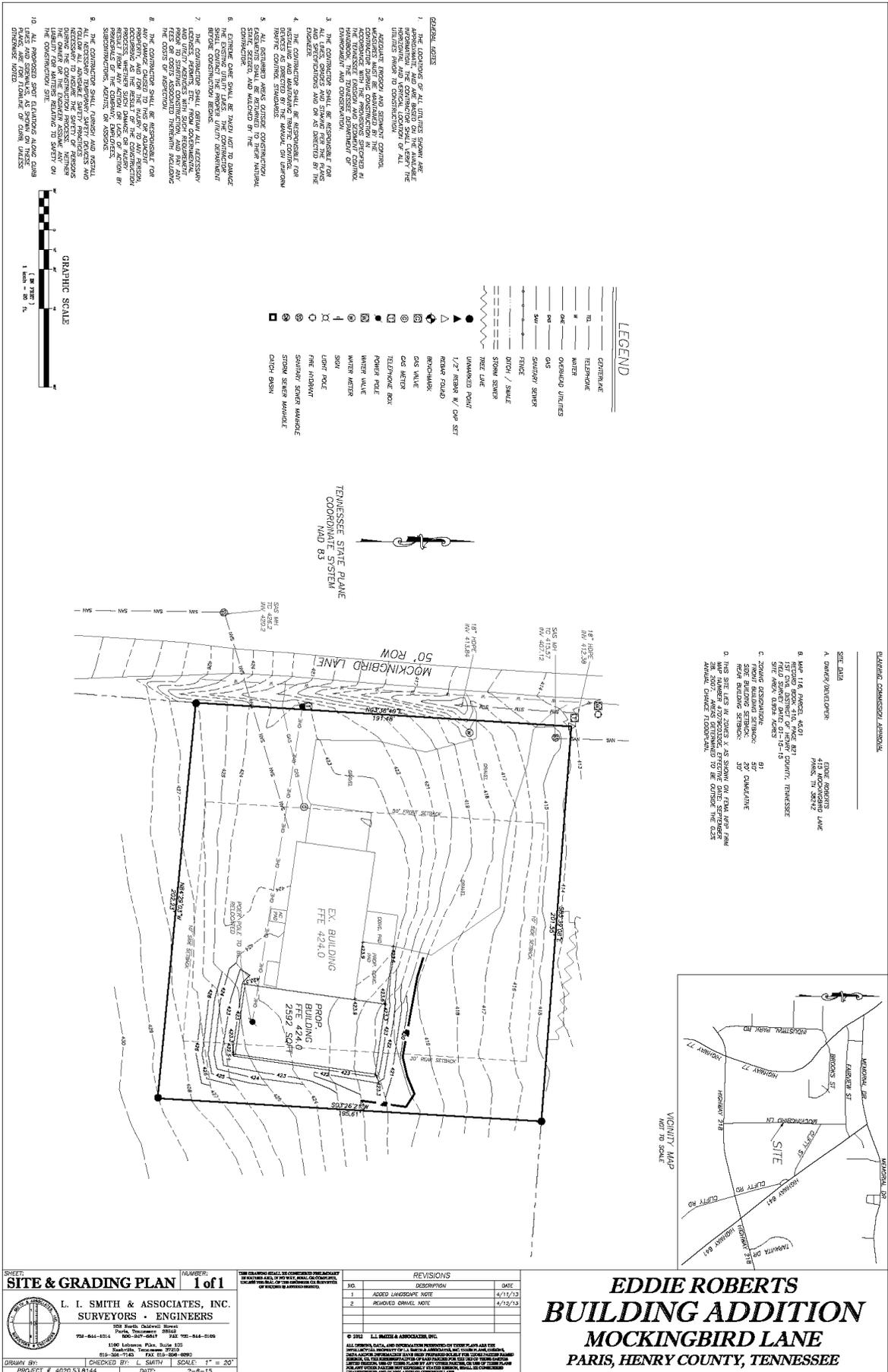
Prior to considering this site plan the Planning Commission will review a proposed Minor Subdivision plat to accommodate the setback encroachment. A revised site plan should be available for consideration by Thursday's meeting.

Recommendation:

The following should be addressed prior to approval of the site plan:

- ✓ Revision to address the additional 12 ft. addition to the property
- ✓ Any existing or proposed parking
- ✓ Existing ingress and egress as well as any internal traffic flow
- ✓ Dimensions of the proposed and existing building

All other information required is found on the plat. With a revised site plan addressing the above notations it is recommended the Site Plan be approved.



- GENERAL NOTES:**
1. THE CONTRACTOR SHALL VERIFY THE ACCURACY OF ALL UTILITIES SHOWN AND APPROVED AND ASSESS THE RISK OF THE EXISTING UTILITIES AND SPECIAL LOCATION OF THE UTILITIES PRIOR TO CONSTRUCTION.
 2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES AND AGENCIES PRIOR TO CONSTRUCTION.
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 10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPLICABLE AGENCIES AND AGENCIES PRIOR TO CONSTRUCTION.

LEGEND

- CONCRETE
- TELEPHONE
- WATER
- OVERHEAD UTILITIES
- GAS
- SEWER/SANITARY SEWER
- FINISH
- DITCH / SWALE
- STORM SEWER
- THREE LINE
- UNARMED POLE
- 1/2" REBAR W/ CAP SET
- REBAR PILE
- BENCHMARK
- GAS VALVE
- GAS METER
- TELEPHONE BOX
- POWER POLE
- WATER VALVE
- WATER METER
- SEWER
- LIGHT POLE
- FIRE HYDRANT
- SEWER MANHOLE
- STORM SEWER MANHOLE
- DITCH BRUSH

GRAPHIC SCALE

1" = 1'

TENNESSEE STATE PLANE
 COORDINATE SYSTEM
 NAD 83

SITE DATA

A. OWNER/DEVELOPER: EDDIE ROBERTS FARM, PARIS, TN 38242

B. MAP 116, PARCEL 4241, 4242, 4243, 4244, 4245, 4246, 4247, 4248, 4249, 4250, 4251, 4252, 4253, 4254, 4255, 4256, 4257, 4258, 4259, 4260, 4261, 4262, 4263, 4264, 4265, 4266, 4267, 4268, 4269, 4270, 4271, 4272, 4273, 4274, 4275, 4276, 4277, 4278, 4279, 4280, 4281, 4282, 4283, 4284, 4285, 4286, 4287, 4288, 4289, 4290, 4291, 4292, 4293, 4294, 4295, 4296, 4297, 4298, 4299, 4300, 4301, 4302, 4303, 4304, 4305, 4306, 4307, 4308, 4309, 4310, 4311, 4312, 4313, 4314, 4315, 4316, 4317, 4318, 4319, 4320, 4321, 4322, 4323, 4324, 4325, 4326, 4327, 4328, 4329, 4330, 4331, 4332, 4333, 4334, 4335, 4336, 4337, 4338, 4339, 4340, 4341, 4342, 4343, 4344, 4345, 4346, 4347, 4348, 4349, 4350, 4351, 4352, 4353, 4354, 4355, 4356, 4357, 4358, 4359, 4360, 4361, 4362, 4363, 4364, 4365, 4366, 4367, 4368, 4369, 4370, 4371, 4372, 4373, 4374, 4375, 4376, 4377, 4378, 4379, 4380, 4381, 4382, 4383, 4384, 4385, 4386, 4387, 4388, 4389, 4390, 4391, 4392, 4393, 4394, 4395, 4396, 4397, 4398, 4399, 4400, 4401, 4402, 4403, 4404, 4405, 4406, 4407, 4408, 4409, 4410, 4411, 4412, 4413, 4414, 4415, 4416, 4417, 4418, 4419, 4420, 4421, 4422, 4423, 4424, 4425, 4426, 4427, 4428, 4429, 4430, 4431, 4432, 4433, 4434, 4435, 4436, 4437, 4438, 4439, 4440, 4441, 4442, 4443, 4444, 4445, 4446, 4447, 4448, 4449, 4450, 4451, 4452, 4453, 4454, 4455, 4456, 4457, 4458, 4459, 4460, 4461, 4462, 4463, 4464, 4465, 4466, 4467, 4468, 4469, 4470, 4471, 4472, 4473, 4474, 4475, 4476, 4477, 4478, 4479, 4480, 4481, 4482, 4483, 4484, 4485, 4486, 4487, 4488, 4489, 4490, 4491, 4492, 4493, 4494, 4495, 4496, 4497, 4498, 4499, 4500, 4501, 4502, 4503, 4504, 4505, 4506, 4507, 4508, 4509, 4510, 4511, 4512, 4513, 4514, 4515, 4516, 4517, 4518, 4519, 4520, 4521, 4522, 4523, 4524, 4525, 4526, 4527, 4528, 4529, 4530, 4531, 4532, 4533, 4534, 4535, 4536, 4537, 4538, 4539, 4540, 4541, 4542, 4543, 4544, 4545, 4546, 4547, 4548, 4549, 4550, 4551, 4552, 4553, 4554, 4555, 4556, 4557, 4558, 4559, 4560, 4561, 4562, 4563, 4564, 4565, 4566, 4567, 4568, 4569, 4570, 4571, 4572, 4573, 4574, 4575, 4576, 4577, 4578, 4579, 4580, 4581, 4582, 4583, 4584, 4585, 4586, 4587, 4588, 4589, 4590, 4591, 4592, 4593, 4594, 4595, 4596, 4597, 4598, 4599, 4600, 4601, 4602, 4603, 4604, 4605, 4606, 4607, 4608, 4609, 4610, 4611, 4612, 4613, 4614, 4615, 4616, 4617, 4618, 4619, 4620, 4621, 4622, 4623, 4624, 4625, 4626, 4627, 4628, 4629, 4630, 4631, 4632, 4633, 4634, 4635, 4636, 4637, 4638, 4639, 4640, 4641, 4642, 4643, 4644, 4645, 4646, 4647, 4648, 4649, 4650, 4651, 4652, 4653, 4654, 4655, 4656, 4657, 4658, 4659, 4660, 4661, 4662, 4663, 4664, 4665, 4666, 4667, 4668, 4669, 4670, 4671, 4672, 4673, 4674, 4675, 4676, 4677, 4678, 4679, 4680, 4681, 4682, 4683, 4684, 4685, 4686, 4687, 4688, 4689, 4690, 4691, 4692, 4693, 4694, 4695, 4696, 4697, 4698, 4699, 4700, 4701, 4702, 4703, 4704, 4705, 4706, 4707, 4708, 4709, 4710, 4711, 4712, 4713, 4714, 4715, 4716, 4717, 4718, 4719, 4720, 4721, 4722, 4723, 4724, 4725, 4726, 4727, 4728, 4729, 4730, 4731, 4732, 4733, 4734, 4735, 4736, 4737, 4738, 4739, 4740, 4741, 4742, 4743, 4744, 4745, 4746, 4747, 4748, 4749, 4750, 4751, 4752, 4753, 4754, 4755, 4756, 4757, 4758, 4759, 4760, 4761, 4762, 4763, 4764, 4765, 4766, 4767, 4768, 4769, 4770, 4771, 4772, 4773, 4774, 4775, 4776, 4777, 4778, 4779, 4780, 4781, 4782, 4783, 4784, 4785, 4786, 4787, 4788, 4789, 4790, 4791, 4792, 4793, 4794, 4795, 4796, 4797, 4798, 4799, 4800, 4801, 4802, 4803, 4804, 4805, 4806, 4807, 4808, 4809, 4810, 4811, 4812, 4813, 4814, 4815, 4816, 4817, 4818, 4819, 4820, 4821, 4822, 4823, 4824, 4825, 4826, 4827, 4828, 4829, 4830, 4831, 4832, 4833, 4834, 4835, 4836, 4837, 4838, 4839, 4840, 4841, 4842, 4843, 4844, 4845, 4846, 4847, 4848, 4849, 4850, 4851, 4852, 4853, 4854, 4855, 4856, 4857, 4858, 4859, 4860, 4861, 4862, 4863, 4864, 4865, 4866, 4867, 4868, 4869, 4870, 4871, 4872, 4873, 4874, 4875, 4876, 4877, 4878, 4879, 4880, 4881, 4882, 4883, 4884, 4885, 4886, 4887, 4888, 4889, 4890, 4891, 4892, 4893, 4894, 4895, 4896, 4897, 4898, 4899, 4900, 4901, 4902, 4903, 4904, 4905, 4906, 4907, 4908, 4909, 4910, 4911, 4912, 4913, 4914, 4915, 4916, 4917, 4918, 4919, 4920, 4921, 4922, 4923, 4924, 4925, 4926, 4927, 4928, 4929, 4930, 4931, 4932, 4933, 4934, 4935, 4936, 4937, 4938, 4939, 4940, 4941, 4942, 4943, 4944, 4945, 4946, 4947, 4948, 4949, 4950, 4951, 4952, 4953, 4954, 4955, 4956, 4957, 4958, 4959, 4960, 4961, 4962, 4963, 4964, 4965, 4966, 4967, 4968, 4969, 4970, 4971, 4972, 4973, 4974, 4975, 4976, 4977, 4978, 4979, 4980, 4981, 4982, 4983, 4984, 4985, 4986, 4987, 4988, 4989, 4990, 4991, 4992, 4993, 4994, 4995, 4996, 4997, 4998, 4999, 5000.



REVISIONS

NO.	DESCRIPTION	DATE
1	ADDED LANDSCAPE NOTE	4/11/13
2	REVISED DRAINAGE NOTE	4/15/13

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EDDIE ROBERTS
BUILDING ADDITION
MOCKINGBIRD LANE
PARIS, HENRY COUNTY, TENNESSEE

SHEET: SITE & GRADING PLAN
NUMBER: 1 of 1

L. I. SMITH & ASSOCIATES, INC.
 SURVEYORS • ENGINEERS

702-644-1016
 1106 Lakeway Plaza, Suite 105
 Knoxville, Tennessee 37922
 615-508-7143 FAX 615-508-0890

DRAWN BY: J. SMITH
 CHECKED BY: J. SMITH
 PROJECT #: 4020.53.8144
 DATE: 2-6-15

New Business Agenda Item 7:

Training Opportunities for Planning Commission Members

Attached you will find information regarding two training sessions helpful to Planning Commission members. The sessions are held in various locations across the State, however, the Jackson sessions are the closest for us to attend. If you are available for either or both of these sessions we would encourage you to attend if possible. Staff would recommend the Wednesday session if you had the ability to choose between the two even though both would be very helpful.

If you think you might be able to attend either of the sessions please contact Jennifer Morris so that we can get you registered. For anyone attending we can make arrangements to meet at City Hall to carpool.

Tuesday, March 24, 2015 – 8:30 am – 12:45 pm

“Property rights, Planning ethics and an overview of Roberts Rules of Order.”

Wednesday, March 25, 2015 – 8:30 am – 12:30 pm

“MTAS will be delivering the “Planning and Zoning and Board of Appeals Meetings” across the state. This class will address how a planning and zoning board meeting is conducted, how a board of zoning appeals meeting is conducted and what each body is responsible for, as far as their scope of authority and purview. Also addressed in this session will be commonly addressed issues in each body.”

2015 Municipal Administration Program (MAP)

Check the box for all courses you want to register for below – please fax or mail both pages.

MUNICIPAL LEGISLATIVE UPDATE

- INSURANCE SERVICES OFFICE FIRE SUPPRESSION RATING SCHEDULE**
 Credits: 7 CEU or 7 OPE/CMFO (Other) (PA)
 January 21 Knoxville 8:30 a.m. – 4:30 p.m. EST
 January 22 Franklin 8:30 a.m. – 4:30 p.m. CST
 January 28 Jackson 8:30 a.m. – 4:30 p.m. CST
 January 29 Collierville 8:30 a.m. – 4:30 p.m. CST

PURCHASING UPDATES

- Credits: 4 CEU or 4 OPE/CMFO (Financial) (PA)
 February 10 Johnson City 8:30 a.m. – 12:30 p.m. EST
 February 11 Knoxville 8:30 a.m. – 12:30 p.m. EST
 February 12 Collegedale 8:30 a.m. – 12:30 p.m. EST
 February 17 Bartlett 8:30 a.m. – 12:30 p.m. CST
 February 18 Jackson 8:30 a.m. – 12:30 p.m. CST
 February 19 Franklin 8:30 a.m. – 12:30 p.m. CST

PLANNING AND ZONING AND BOARD OF ZONING APPEALS MEETINGS

- Credits: 4 CEU or 4 OPE/CMFO (Other) (PA)
 March 10 Johnson City 8:30 a.m. – 12:30 p.m. EST
 March 11 Knoxville 8:30 a.m. – 12:30 p.m. EST
 March 13 Red Bank 8:30 a.m. – 12:30 p.m. EST
 March 24 Franklin 8:30 a.m. – 12:30 p.m. CST
 March 25 Jackson 8:30 a.m. – 12:30 p.m. CST
 March 26 Bartlett 8:30 a.m. – 12:30 p.m. CST

EMPLOYEE ENGAGEMENT

- Credits: 4 CEU or 4 OPE/CMFO (Other) (UM)
 April 7 Knoxville 8:30 a.m. – 12:30 p.m. EST
 April 8 Collegedale 8:30 a.m. – 12:30 p.m. EST
 April 14 Kingport 8:30 a.m. – 12:30 p.m. EST
 April 21 Jackson 8:30 a.m. – 12:30 p.m. CST
 April 22 Franklin 8:30 a.m. – 12:30 p.m. CST

LAYMAN'S APPROACH TO THE REGULATIONS OF POTABLE WATER SYSTEMS – PART 1

- Credits: 4 CEU or 4 OPE/CMFO (Other) (PA)
 April 9 Jackson 8:30 a.m. – 12:30 p.m. CST
 April 16 Alcoa 8:30 a.m. – 12:30 p.m. CST
 April 23 Franklin 8:30 a.m. – 12:30 p.m. CST

DRUG FUND WORKSHOP

- Credits: 4 CEU or 4 OPE/CMFO (Financial) (PA)
 April 7 Collegedale 8:30 a.m. – 12:30 p.m. EST
 April 8 Cookeville 8:30 a.m. – 12:30 p.m. CST
 April 9 Murfreesboro 8:30 a.m. – 12:30 p.m. CST
 April 23 Henry County 1:00 p.m. – 5:00 p.m. CST
 April 28 Johnson City 8:30 a.m. – 12:30 p.m. EST
 April 29 Clinton 8:30 a.m. – 12:30 p.m. EST
 May 5 Jackson 8:30 a.m. – 12:30 p.m. EST
 May 6 Jackson 8:30 a.m. – 12:30 p.m. EST

ADVANCED BUDGETING

- Credits: 4 CEU or 4 OPE/CMFO (Financial) (PA)
 May 4 Kingport 8:30 a.m. – 12:30 p.m. EST
 May 5 Jackson 8:30 a.m. – 12:30 p.m. CST
 May 5 Knoxville 8:30 a.m. – 12:30 p.m. EST
 May 6 Collegedale 8:30 a.m. – 12:30 p.m. EST
 May 7 Nashville 8:30 a.m. – 12:30 p.m. CST

TEAM BUILDING

- Credits: 6 hours OPE/CMFO (Other) (UM)
 May 19 Caryville 9:00 a.m. – 3:00 p.m. EST
 May 21 Burns 9:00 a.m. – 3:00 p.m. CST

GRANT MANAGEMENT 101

- Credits: 4 CEU or 4 OPE/CMFO (Financial) (PA)
 June 10 Knoxville 8:30a.m. – 12:30 p.m. EST
 June 16 Jackson 8:30a.m. – 12:30 p.m. CST
 June 17 Franklin 8:30a.m. – 12:30 p.m. CST



Register online: www.mtas.tennessee.edu

2015 Municipal Administration Program

Please complete the registration form below, and return it to MTAS, or visit www.mtas.tennessee.edu to register online or fax to 865.974.0423

Name: _____
 Municipal Organization / Employer: _____
 Title: _____
 Mailing Address: _____
 City/State/Zip: _____
 Phone: (____) _____ Fax: (____) _____
 E-Mail: _____

Method of Payment

The registration fee for MAP courses for Tennessee city officials is \$50 each. A fee of \$65 is charged for non-city officials. Registration is required. Seating is limited at all sites, so please register in advance. Submit payment with your registration. MTAS will need to receive payment in order to confirm your attendance for the class.

- Check Enclosed (Payable to The University of Tennessee)
- Invoice me

For Title VI and IX compliance, we ask for voluntary disclosure of the following information:

Gender: Male Female

Race: Caucasian African American Other

The University of Tennessee will seek to accommodate all persons with disabilities.

The University of Tennessee
 Municipal Technical Advisory Service
 Attention: MAP Course Registration
 120 Conference Center Building, Knoxville,
 Tennessee 37996-4105
 Fax: 865.974.0423 Web site:
www.mtas.tennessee.edu

If you have any questions about program, please contact
 Kurt Frederick at 615.253.6385 or email
kurt.frederick@tennessee.edu

For registration questions call Patrick Mills at
 865.974.0413 or email patrick.mills@tennessee.edu

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 615.253.6385 or email kurt.frederick@tennessee.edu

For registration questions call Patrick Mills at 865.974.0413 or email
patrick.mills@tennessee.edu



The West Tennessee Section of TAPA 2015 Regional Training Event

Registration Contact:

Thomas Skehan
tskehan@swtdd.org

Cost:

Free. If you wish to join
TAPA, Annual Membership
is \$25.

When:

March 24, 2015
8:30 AM to 12:45 PM

Where:

Southwest Tennessee
Development District
(SWTDD)
102 E. College St.
Jackson, TN 38301
731-668-7112



Who Should Attend?

Planners, Planning Commissioners, Board of
Zoning Appeals Members, City Recorders,
Building Officials, Elected Officials and other
staff charged with development services in your
community.

Agenda:

- 8:30** Introductions
- 8:45** Session I: Property Rights and
New Vesting Laws in Tennessee
(applied for 1.5 CM Law credit)
- 10:15** Session II: Planning Ethics and
the AICP Code (applied for 1.5 CM
Ethics credit)
- 11:45** Session III: Overview of Roberts
Rules of Order (applied for 1 CM
credit)
- 12:45** Conclude

Presenters:

Kristi Dunlop Ransom Esq. Williamson County Attorney

Tim Roach, AICP, Deputy Director Greater Nashville
Regional Council

Jim Volgas - Parliamentarian

Special thanks to SWTDD for the use of their facility.