

Rachel Terrell, Chairman
Richard Edwards, Vice Chairman
Gayle Griffith, Secretary
Kathy Ray, Planning Commissioner
Jackie Jones, Planning Commissioner
Lynda Searcy, Planning Commissioner
Tara Wilson, Planning Commissioner



Kim Foster, City Manager
James Smith, City Attorney
Jennifer Morris, Community Development
Jesse Skidmore, Building Inspector
Jessica Crouch, Recording Secretary

**CITY OF PARIS, TENNESSEE
PARIS MUNICIPAL REGIONAL PLANNING COMMISSION**

**City Hall Courtroom
April 13, 2023
5:30 p.m.**

REGULAR MEETING

- I. Call to Order:** Rachel Terrell, Chairman
- II. Roll Call:** Recording Secretary
- III. Pledge of Allegiance and Prayer**
- IV. Approval of the Minutes of Previous Meeting:** Regular Meeting – March 9, 2023
- V. OLD BUSINESS**
- VI. NEW BUSINESS**
 1. Site Plan – Cornerstone Medical – Tyson and Cornerstone Drive
 2. Site Plan – HCHS Wellness Center - South Wilson Street and Harding Road
 3. Site Plan – Patriot Mart – Hwy 641 and Hwy 218
 4. Minor Site Plan – Castle Car Wash – Mineral Wells Avenue
 5. Planning and Zoning Zoom Training
- VII. Adjournment**



**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION MEETING MINUTES
CITY OF PARIS, TENNESSEE
March 9, 2023
5:30 PM**

The Paris Municipal Regional Planning Commission met in regular session Thursday, March 9, 2023, at 5:30 p.m. in the courtroom of City Hall to consider the following business:

Present: Rachel Terrell, Chairman
Richard Edwards, Vice Chairman
Gayle Griffith, Secretary
Kathy Ray, Planning Commissioner
Jackie Jones, Planning Commissioner
Tara Wilson, Planning Commissioner
Lynda Searcy, Planning Commissioner

Also Present: Kim Foster, City Manager
Jennifer Morris, Community Development Director
Jessica Crouch, Administrative Assistant to City Manager
James Smith, City Attorney
Caleb Murnane, Public Works Administrative Assistant

Absent: None

Media: Ken Walker, Post Intelligencer

Chairman Rachel Terrell led the meeting with the Pledge of Allegiance followed by a prayer led by Vice Chairman Richard Edwards.

APPROVAL OF MINUTES: Regular Meeting Minutes – February 9, 2023

DISCUSSION: None

ACTION: Motion made by Commissioner Tara Wilson, seconded by Commissioner Kathy Ray to approve the minutes as presented.

VOTE: Unanimous

OLD BUSINESS:

1.) None

NEW BUSINESS:

1.) Revised Site Plan – Brad Mitchell Duplex Development at Skyview Drive and Hwy 641 S

OLD BUSINESS

NONE

NEW BUSINESS

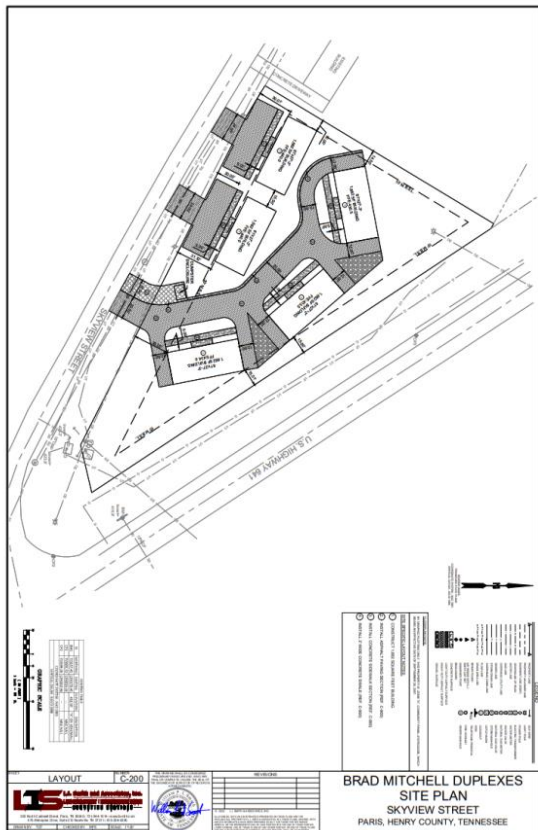
AGENDA ITEM NO. 1: Revised Site Plan – Brad Mitchell Duplex Development at Skyview Drive and 641 S

DISCUSSION: Jennifer Morris, Community Development Director, stated that Brad Mitchell submitted a revised site plan from the approved May 2022 meeting to originally construct five (5) duplexes located at the corner of Hwy 641 South and Skyview Drive. The site plan has been revised to decrease the size of development from 5 duplexes to only 3. Ms. Morris stated that this development is located on a 1.08-acre tract and that all utilities have been approved except for wastewater.

Kim Foster, City Manager, introduced Caleb Murnane, Public Works Administrative Assistant, to the Planning Commission Board. Mr. Murnane has received his Level 1 and Level 2 certification in Stormwater and reviewed the Brad Mitchell Duplex Development with no findings. Ms. Foster stated that Mr. Murnane would be responsible for reviewing all site plans regarding stormwater and drainage moving forward.

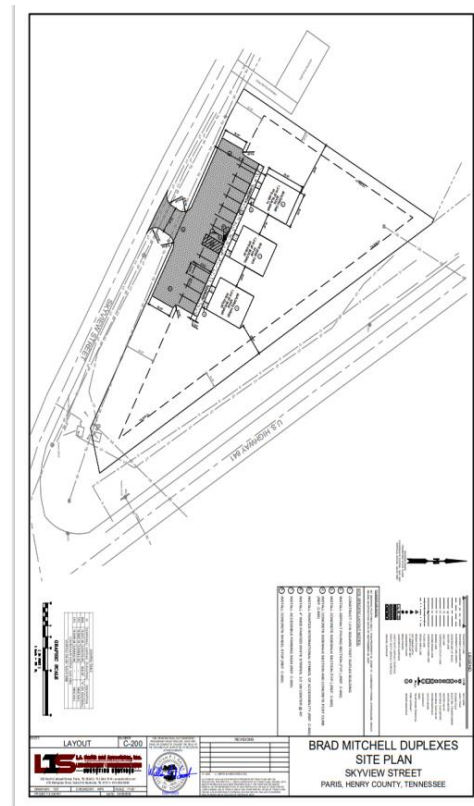
ACTION: Motion made by Vice Chairman Richard Edwards, seconded by Commissioner Gayle Griffith to approve the revised site plan – Brad Mitchell Duplex Development at Skyview Drive and 641 S contingent upon the approval from John Sutton regarding BPU Wastewater.

VOTE: Unanimous



May, 2022

Upon
a



March, 2023

motion by Commissioner Tara Wilson, second by Vice Chairman Richard Edwards, the meeting was duly adjourned at 5:39 p.m.

Secretary

**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION
REGULAR MEETING
April 13, 2023**

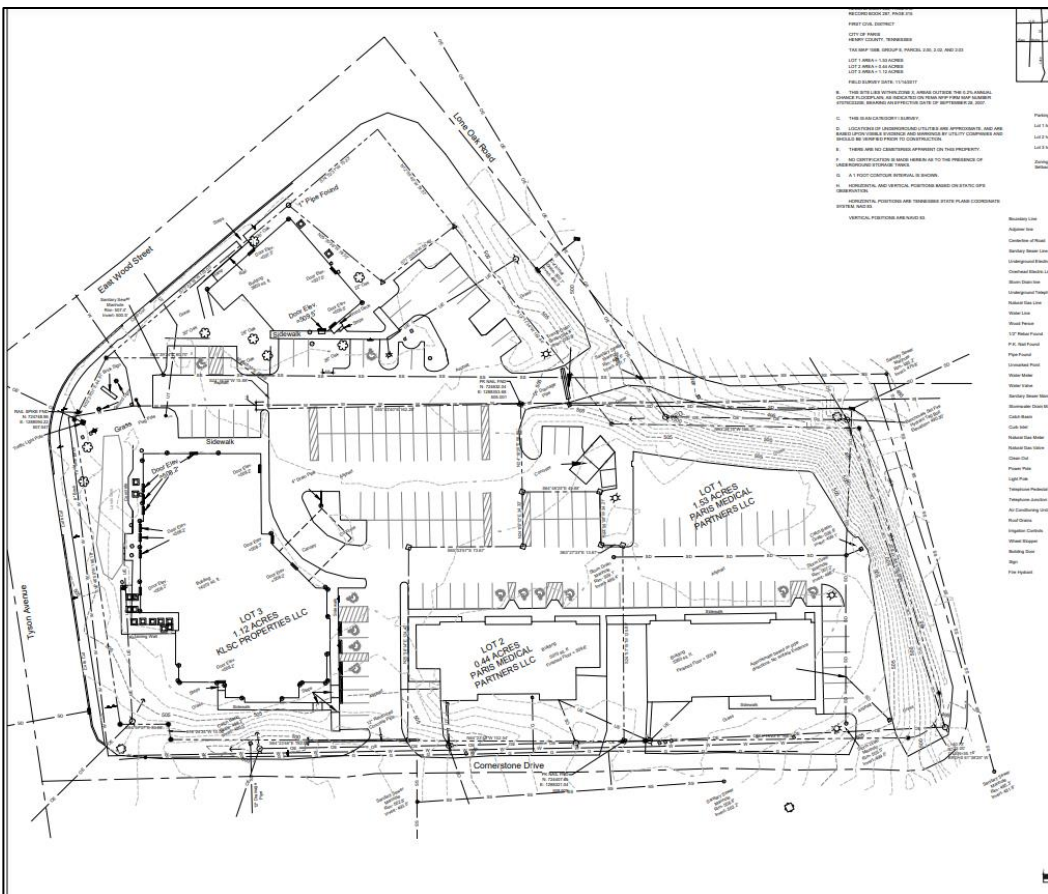
New Business Agenda Item No. 1 Site Plan: Cornerstone Medical – Tyson and Cornerstone Dr.

Background and Analysis:

Cornerstone Medical at the intersection of Wood Street and Tyson Avenue is proposing a 1,601 sq. ft. addition to the surgery center building. This site as you can see by the complete set of plans consists of three parcels. This proposed addition will be utilized for storage related purposes and does not add space that would be used for patient care or office space, therefore, it does not create additional parking requirements.

We have calculated parking by adding all three parcels and the required amount for each building. Based on all calculations the proposed parking will be adequate.

Since the addition will be replacing asphalt and concrete surfaces it will not create additional impervious surfaces.



Existing Conditions

1. All work shall be done in accordance with the latest edition of the International Building Code, International Residential Code, and all applicable codes, ordinances, rules, regulations, and orders of the local, state, and federal government.
2. The contractor shall be responsible for obtaining all necessary permits and approvals from the local, state, and federal government.
3. The contractor shall be responsible for protecting all existing utilities and structures on the site.
4. The contractor shall be responsible for maintaining access to all adjacent properties at all times.
5. The contractor shall be responsible for maintaining the site in a safe and secure condition at all times.
6. The contractor shall be responsible for removing all debris and waste from the site.
7. The contractor shall be responsible for restoring the site to its original condition.
8. The contractor shall be responsible for providing all necessary safety measures for the construction workers.
9. The contractor shall be responsible for providing all necessary safety measures for the public.
10. The contractor shall be responsible for providing all necessary safety measures for the environment.
11. The contractor shall be responsible for providing all necessary safety measures for the community.
12. The contractor shall be responsible for providing all necessary safety measures for the future generations.
13. The contractor shall be responsible for providing all necessary safety measures for the planet.
14. The contractor shall be responsible for providing all necessary safety measures for the world.
15. The contractor shall be responsible for providing all necessary safety measures for the universe.

Project Name: [Project Name]

Location: [Project Location]

Project No.: [Project Number]

Scale: 1/8" = 1'-0"

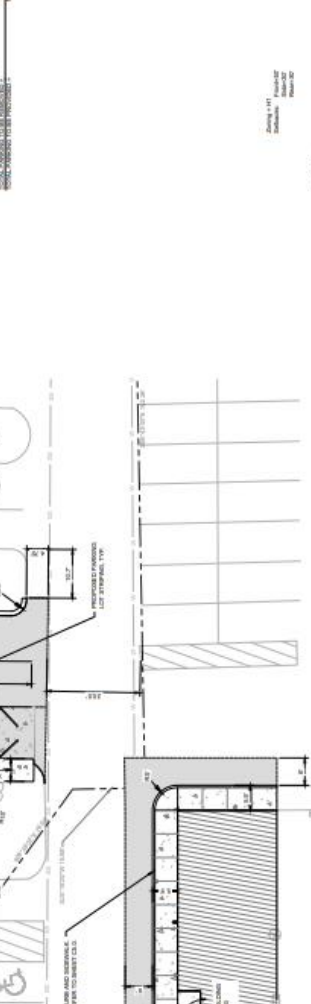
North Arrow: [North Arrow]

DATE: [Date]

DESIGNED BY: [Designer Name]

CHECKED BY: [Checker Name]

APPROVED BY: [Approver Name]



LEGEND

[Solid Grey Box]	PROPOSED LIGHT DUTY PAVING
[Stippled Box]	PROPOSED RETENTION
[Cross-hatched Box]	PROPOSED CONCRETE
[Diagonal Hatched Box]	PROPOSED CLEARING AND RETENTION

PROPOSED SIGNAGE

PROPOSED LIGHTING

PROPOSED FENCING

PROPOSED UTILITY

PROPOSED ACCESS

PROPOSED STRUCTURE

PROPOSED LANDSCAPING

PROPOSED STORMWATER MANAGEMENT

SCALE: 1/8" = 1'-0"

DATE: [Date]

Proposed Site Layout

**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION
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New Business Agenda Item No. 2:

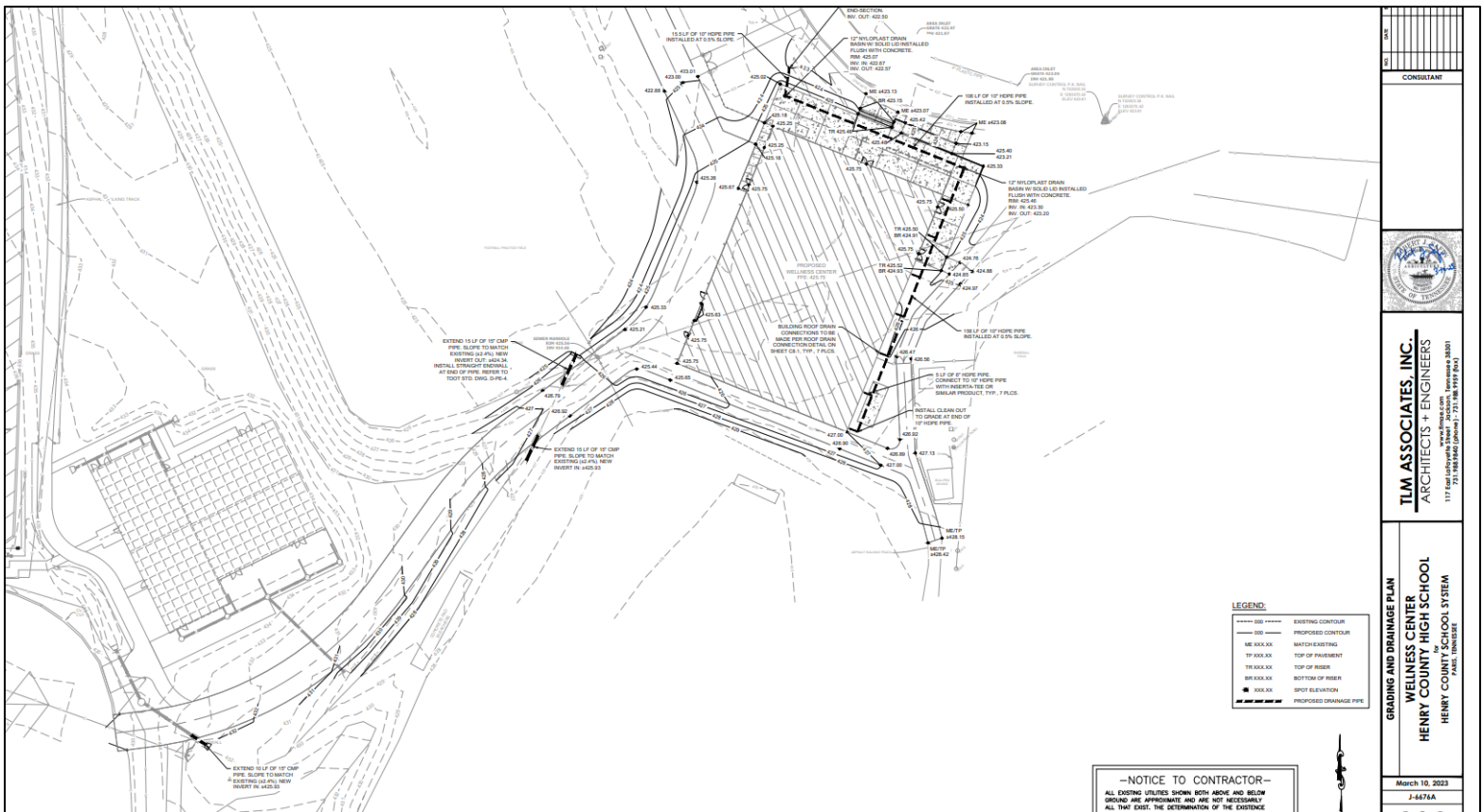
Site Plan – HCHS Wellness Center - South Wilson Street and Harding Road

Background and Analysis:

Henry County Board of Education has submitted a site plan for a wellness center to be constructed at the southwest corner of the football field on the HCHS campus. The proposed building will be constructed over the site of an existing detention pond.

The addition of this building will not increase the enrollment of the school. With that being the case, parking requirements were not reviewed since this will be a building only utilized by students and staff.

The site plan has been reviewed by the City of Paris and local utilities as well as OHM, our reviewing engineer. Attached in the email you will find a complete set of plans as well as comments from OHM. Comments have been sent to the designing engineer, TLM for a response. Any comments from local utilities have been addressed.

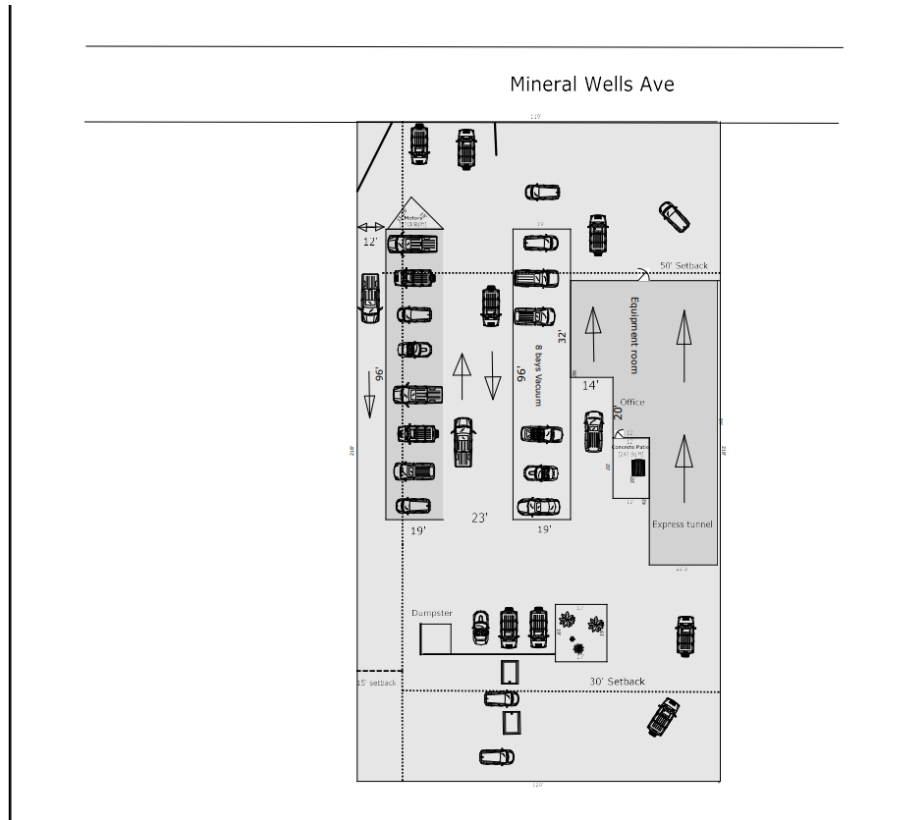


**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION
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New Business Agenda Item No. 4: Minor Site Plan: Castle Car Wash – Mineral Wells Avenue

Background and Analysis:

Castle Car Wash located at 1066 Mineral Wells Avenue is proposing to demolish a portion of the existing structure to install 8 vacuum bays. Due to the fact that this will not create a requirement for more parking or alter the traffic flow, a complete site plan is not required, however, to keep the Planning Commission informed we are placing this on the agenda for your review and approval.



**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION
REGULAR MEETING
April 13, 2023**

New Business Agenda Item No. 5: Planning and Zoning Zoom Training

We were notified of training by MTAS for the upcoming months. There is a Zoom session scheduled for May 3 from 5:00 pm until 7:00 pm entitled Intro to Planning. In the past these sessions were in person and we usually had to travel at a minimum to Jackson and they were offered during the day. This made it difficult for our members to attend. This is a great opportunity for our commissioners to obtain training for both planning commission and board of zoning appeals.

We would like to discuss your availability at the meeting to be a part of this Zoom presentation.

Intro to Planning



May 3 | 5:00 p.m - 7:00 p.m. CT | Zoom
Josh Whitehead
Burch, Porter & Johnson

Whether you are a new or experienced planning commissioner or board of zoning appeals member, join us for an introduction or a refresher on the basic functions of planning and zoning boards, the duties and responsibilities of elected/appointed officials who serve on these boards, and an overview of the planning process. Josh is the former administrator of the planning and zoning departments of Germantown and Memphis/Shelby County and now focuses on land use law including local zoning and subdivision regulations as well as state and federal law at Burch, Porter & Johnson.
