

Rachel Terrell, Chairman  
Richard Edwards, Vice Chairman  
Gayle Griffith, Secretary  
John Etheridge, Planning Commissioner  
Vickey Roberts, Planning Commissioner  
Lynda Searcy, Planning Commissioner  
Tara Wilson, Planning Commissioner



Kim Foster, City Manager  
Fred McLean, City Attorney  
Jennifer Morris, Community Development  
Lowell Schrader, Building Inspector  
Jessica Crouch, Recording Secretary

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

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**City Hall Courtroom  
June 10, 2021  
6:00 p.m.**

**REGULAR MEETING**

- I. Call to Order:** Rachel Terrell, Chairman
- II. Roll Call:** Jessica Crouch, Recording Secretary
- III. Pledge of Allegiance and Prayer**
- IV. Approval of the Minutes of Previous Meeting:** Regular Meeting on 05-13-21
- IV. OLD BUSINESS**
  - 1. Amendments to Conditional Uses** – Regarding Sales, Storage and Recapping of Tires
  - 2. Amendment to Subdivision Regulations and Zoning Ordinance:** Requirement for As Built Inspections
- V. NEW BUSINESS**
  - 1. Request to Acquire City Property** - Request to acquire a vacant lot owned by the City at 110 Wynn Street
- VI. Adjournment**



**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION MEETING MINUTES**  
**CITY OF PARIS, TENNESSEE**  
**May 13, 2021**  
**6:00 PM**

The Paris Municipal Regional Planning Commission met in regular session at 6:00 p.m. Thursday, March 11, 2021 in the courtroom of City Hall to consider the following business:

**Present:** Chairman Rachel Terrell  
Vice Chairman Richard Edwards  
Commissioner Lynda Searcy  
Commissioner Gayle Griffith  
Commissioner Tara Wilson

**Also Present:** Kim Foster, City Manager  
City Attorney, Fred McLean  
Jennifer Morris, Community Development Director  
Jessica Crouch, Administrative Assistant  
Lowell Schrader, Building Inspector

**Absent:** Commissioner, Vickey Roberts  
Commissioner John Etheridge

**Media:** Shannon McFarlin, WENK/WTPR  
Ken Walker, Paris PI

Chairman 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 – March 11, 2021

**DISCUSSION:** None

**ACTION:** Motion made by Commissioner Gayle Griffith, seconded by Commissioner Tara Wilson to approve the minutes as presented.

**VOTE:** Unanimous

**OLD BUSINESS:** None

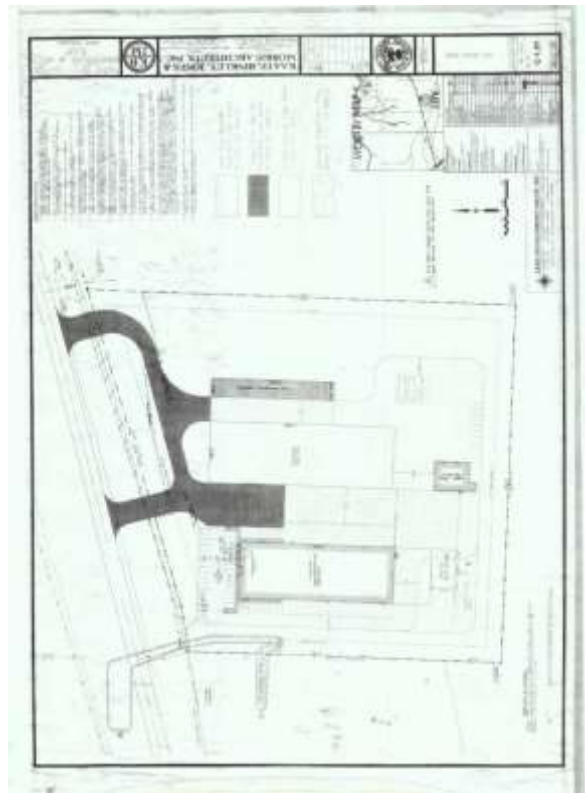
**NEW BUSINESS**

**AGENDA ITEM NO. 1: Minor Site Plan Paris Utility Authority for Accessory Building at 4047 Hwy 218 By-Pass**

**DISCUSSION:** Staff presented a site plan that was previously approved by the Planning Commission for the BPU/Paris Utility Authority. This is a minor site plan for a 30 ft. x 60 ft. (1,800 sq. ft.) structure within their existing development. This was shown on the original site plan as “Future Addition.”

**ACTION:** Motion made by Vice Chairman Richard Edwards, seconded by Commissioner Gayle Griffith to approve the Minor Site Plan as presented.

**VOTE:** Unanimous



**NEW BUSINESS**

**AGENDA ITEM NO. 2: Request to Amend Zoning Ordinance Table of Uses Allow a Car Wash in an SC-1 Zoning District**

**DISCUSSION:** Community Development Director Jennifer Morris presented a request from John Lapointe of Brightwork Real Estate, contacted the City of Paris to purchase the property at Walmart to build a carwash. Upon the request it was understood that carwashes were not allowed in a SC-1 zoning district. At that time John Lapointe requested the City of Paris amend the zoning ordinance to state that carwashes be allowed in SC-1 zoning districts. There are currently three car wash facilities in the City of Paris with two located in a B-1 District and one in an SC-1 District (non-conforming). City Attorney, Fred McLean and Community Development Director, Jennifer Morris believe a clerical error occurred in regards to the carwash that is currently located in an SC-1 zoning district.

**ACTION:** Motion made by Commissioner Tara Wilson, seconded by Commissioner Gayle Griffith to recommend this request to City Commission for Public Hearing to amend Zoning Ordinance table of uses to allow an Auto Wash in a use by right in B-1, B-2, P-B, and add the SC-1 Zoning Districts.

**VOTE:** Unanimous

**NEW BUSINESS**

**AGENDA ITEM NO. 3: Request to Acquire Undeveloped Alley Behind parcels fronting on Chickasaw Road**

**DISCUSSION:** Staff presented a request referred by the City Commission for Ed and Vickey Roberts who wish to acquire the undeveloped alley behind their parcels who own property on Chickasaw Road. There is an undeveloped alley between Powell Street and Curtis Street. Community Development Director, Jennifer Morris states that if the Planning Commission is to approve, there are certain guidelines that will have to be followed. The Keenan Amendment means there is a perpetual agreement for utilities and to not construct anything in the alley. If the owner sells the property then the City of Paris has the first right of refusal to get the property back. The staff sees no use for this alley and no right to attach the Keenan Amendment.

**ACTION:** Motion made by Vice Chairman Richard Edwards, seconded by Commissioner Tara Wilson to recommend to City Commission and to include the Keenan Amendment if necessary.

**VOTE:** Unanimous



**NEW BUSINESS**

**AGENDA ITEM NO. 4: Amendments to Conditional Uses Regarding Sales, Storage and Recapping of Tires**

**DISCUSSION:** Staff requested the Planning Commission study a problem that has existed for many years. The City of Paris has struggled with the accumulation of tires in both a business setting as well as industrial and even residential. This is not only unsightly but a health hazard as well. The staff is requesting to include sales, storage, and recapping of tires in the conditional uses.

City Attorney, Fred McLean states that this would require amending Title 11-907 of the Zoning Ordinance which could change the way current City of Paris businesses sell tires.

**ACTION:** The Planning Commission recommends updating the conditional uses regarding sales, storage, and recapping of tires and that the staff make a change that will reflect a small amount of outside storage of tires and the rest of the tire inventory be moved inside or in an enclosed building.

**VOTE:** Unanimous

**NEW BUSINESS**

**AGENDA ITEM NO. 5: Minor Site Plan Chris Scott Parking Lot on Manley- Tyson Avenue**

**DISCUSSION:** Staff presented a site plan that was previously approved by the Planning Commission for Chris Scott. Mr. Scott is proposing to add an additional parking lot to the rear of the building accessed by Manley Avenue. The building has a basement with the intentions the whole building be utilized from this additional parking lot. With certain guidelines in place, the staff is recommending that the parking spaces and size be added to the site plan.

**ACTION:** Motion made by Vice Chairman Richard Edwards, seconded by Commissioner Gayle Griffith to recommend approval of the minor site plan contingent upon the site plan including parking spaces, sizes, and travel patterns.

**VOTE:** Unanimous



Upon a motion by Commissioner Tara Wilson, seconded by Commissioner Lynda Searcy, the meeting was duly adjourned at 6:44 p.m.

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Secretary

**Paris Municipal Regional Planning Commission  
Regular Meeting  
June 10, 2021**

**Old Business No. 1:**

**Amendment to Conditional Uses – Regarding Sales, Storage and Recapping of Tires**

The Planning Commission reviewed this topic at the May meeting. It was an item presented for discussion and possible recommendation to the City Commission.

In the past, over many years, the City of Paris has struggled with the accumulation of tires in both a business setting as well as industrial and even residential. This is not only unsightly but a health hazard as well.

In an effort to address any existing or future issues we ask that the Planning Commission look at the only requirements we currently have in our Zoning Ordinance under Conditional Uses:

Following discussion the board requested Staff to come back to the Planning Commission at the next meeting with a suggested amendment to the Conditional Uses in the Paris Zoning Ordinance.

Below please find the suggested amendment to 11-907 of the Zoning Ordinance.

**11-907.     Sale, Storage or Recapping of Tires**

- A.     The sale, storage or recapping of tires operation is compatible with other uses on the adjacent or surrounding properties.
- B.     All applicable state and federal standards can be met.
- C.     All operations shall be conducted entirely within an enclosed building.
- D.     No more than 20 tires, new or used, shall be stored outside the building. Any scrap rubber, or any usable or waste materials shall not be permitted.

If the Planning Commission concurs with the Conditional Use section to be amended as shown, this would be sent to the City Commission as a recommendation to amend the Zoning Ordinance, 11-907.

**Paris Municipal Regional Planning Commission  
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**Old Business Agenda Item No. 2:**

**Amendment to Subdivision Regulations: Requirement for As Built Inspections**

This is an item of business that was included on the agenda at the end of 2020. The Planning Commission deferred this business until Staff could do more research on this amendment as well as possible amendments that would address drainage issues.

After much study and consideration Staff is recommending only dealing with the As-Built amendment to the Subdivision Regulations and the Zoning Ordinance. Following is this item of business as it was originally submitted to the Planning Commission.

**Zoning Ordinance Amendments or New Requirements**

As a refresher and for our newest members, any amendments to the Zoning Ordinance must be acted upon by the City Commission through an ordinance with two readings and a public hearing. Prior to considering or enacting any amendments to the Zoning Ordinance the City Commission must refer it to the Planning Commission for a recommendation.

**Development and/or Amendments to the Subdivision Regulations**

Under Tennessee Code Annotated the Planning Commission can establish the regulations or requirements for the development of subdivisions. Therefore, any amendments to the Subdivision Regulations may be made by the Planning Commission with a public hearing and a public notice.

When one plans to develop a subdivision they must follow the requirements found in the Subdivision Regulations. Following is a brief summary of the subdivision process:

- ✓ Developer presents a sketch plan and consults with Staff
- ✓ Prior to making any improvements such as streets, utilities, etc., an engineered Construction Plan is prepared and submitted to the Planning Commission for approval.
- ✓ The developer may submit a final plat for the complete development or only a portion of the subdivision if built in phases. For approval of the Final Plat the improvements must be installed and approved by the appropriate agencies; or, an escrow account or security bond (usually plus 10%) to cover the City in the event the developer does not fulfill the requirements of the plat.
- ✓ Whether before the final plat is presented or at the completion of the construction, inspections must be made and approved on all improvements.
- ✓ After the final plat is approved it is considered a lot of record and the developer may then sell lots.

- ✓ After all improvements are constructed, inspected and approved the escrow or bond may be released by the Planning Commission at the recommendation of Staff. At that time the improvements become the property/responsibility of the City or the responsible utility or agency.

### **Background and Analysis:**

A subdivision plan is created by a licensed engineer. This would include any improvements such as streets, utilities, drainage and any drainage features. As mentioned before, prior to the city or any other agencies with regard to utilities accepting the improvements as constructed, it must be inspected, approved, disapproved or changes made prior to final acceptance.

In the past this was left to staff from the City or other agencies involved. Particularly with regard to the drainage features such as detention ponds, grades, etc., staff may not have the expertise or equipment to offer good judgement on the final product.

Staff is asking the Planning Commission to consider adding a requirement to the subdivision process to require the developer to provide an as built approval from the designing engineer that would certify any drainage, grading or drainage features. Any costs related to this process would be the responsibility of the developer.



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**New Business No. 1:**

**Request to Acquire City Property** - Request to acquire a vacant lot owned by the City next to 110 Wynn Street at the intersection of Wynn Street and North Irvine Street.

The City received a request from Deleon Kendley with an interest in purchasing a vacant lot next to 110 Wynn Street. The property is at the intersection of Irvine and Wynn Street. This property many years ago was a city park and more recently it was placed on a list in conjunction with USDA for affordable housing. The USDA program never really got any traction and none of the vacant lots offered were used.

The Planning Commission should make a recommendation to the City Commission as to whether or not the City should consider this surplus property and convey the property to an interested property owner.

As always if the Planning Commission recommends the sale of the property you must include in your recommendation whether or not to include the Keenan amendments.

