

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**

**City Hall Courtroom
December 12, 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 – November 11, 2021
- V. OLD BUSINESS**
None
- VI. NEW BUSINESS**
 - 1. Minor Site Plan** - Scott McDevitt – Ruff Street
 - 2. Minor Site Plan** – Mineral Wells Animal Clinic – 1116 Volunteer Drive
- VII. Adjournment**



**PARIS MUNICIPAL REGIONAL PLANNING COMMISSION MEETING MINUTES
CITY OF PARIS, TENNESSEE
November 11, 2021
6:00 PM**

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

Present: Chairman Rachel Terrell
Vice Chairman Richard Edwards
Commissioner Tara Wilson
Commissioner Vickey Roberts

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

Absent: Commissioner Gayle Griffith
Commissioner Lynda Searcy
Commissioner John Etheridge

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

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 – October 14, 2021

DISCUSSION: None

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

VOTE: Unanimous

OLD BUSINESS:

1.) Zoning Ordinance Amendment – 11-1201. Walls and Fences

2.) **Minor Site Plan** – Randy Crowder, 1008 E. Wood Street (deferred)

3.) **Request for Change in Density** – Dobbins Street Area

NEW BUSINESS:

1.) **Major Site Plan** – Jamie Orr, 1335 East Wood Street

OLD BUSINESS

AGENDA ITEM NO. 1: Zoning Ordinance Amendment – 11-1201. Walls and Fences

DISCUSSION: Jennifer Morris, Community Development Director, recaps the October Planning Commission where staff was asked to research and provide possible changes or additions to the section of the zoning ordinance with walls, fences, and screening of commercial properties adjacent to residential zoned properties. Listed below are the staff's recommendations regarding section 11-1201 of the Zoning Ordinance regarding screening.

11-201. Walls and Fences. The following requirements shall apply to any nonresidential development which abuts adjacent residential lots:

A. Development Requirements. Development standards shall be as follows:

1. The Paris Planning Commission may recommend screening of a portion of all parking lots, service areas, loading docks, trash receptacles, outdoor storage, outdoor work areas, or similar uses not contained within the building from any residential zoning district located within 150 feet of such uses.
2. Development shall be screened from adjacent residential lots using an opaque fence or wall.
3. Non-residential lots adjacent to residential lots shall be screened on all rear lot lines and alongside lot lines to the intersection of the front building line. Such screen shall be placed and maintained at the expense of the owner or occupant of the lot.

B. Minimum Standards. All screening shall meet the following requirements:

1. Walls shall be designed to facilitate maintenance and shall not modify natural drainage so as to endanger adjacent property.
2. Such screening shall be a minimum of six (6) feet. Screening shall be provided at a height and density to achieve an opacity of 80%.
3. The screen may be composed of view-obscuring vegetation, wall, fence, berm, or any other screen approved by the Planning Commission. The items may be used individually or in combination. Fences constructed of plastic sheets, panels or corrugated sheet-metal or panels chain link, barbed wire, stock

wire, chicken wire, or other similar type fences are not permitted when used for screening.

4. When using vegetation, plant materials shall be at least two (2) feet tall at the time of installation and reach the desired height of six (6) feet within three (3) to five (5) years.
 5. No fence shall be located closer to the street than the right-of-way.
 6. At any street or driveway intersection the provisions of 11-1502. B. will still apply.
- C. Existing Developments. In the case of an existing development, should the use of commercial property change from that originally approved, the Planning Commission shall have the right to review any additional screening as required by this section prior to the issuance of a certificate of occupancy by the City Manager or the City Manager's designee.
- D. Waiver of Requirements. The Planning Commission shall have the authority to grant a waiver of any of the requirements in this Section upon written request, which outlines the rationale for the waiver. The Planning Commission shall review each written request and grant a waiver only: under unusual or extreme circumstances which cause an unreasonable hardship such as the size of the lot; or, when an innovative or alternative approach can be made which still meets the intent and purpose of this Section.

Chairman Rachel Terrell questioned the height of the fencing screening requirement from seven (7) feet to six (6) feet. Jennifer Morris, Community Development Director stated that after researching other cities ordinances that six (6) feet was a median number when requiring fencing for screening.

Kim Foster, City Manager spoke regarding the screening requirements for now and in the future. Ms. Foster reviewed the changes to the ordinance and stated that with the new ordinance, the Planning Commission will have the authority to change screening requirements based on the use of the property.

Jennifer Morris, Community Development Director made a point by stating the amount of footage for screening purposes should be considered for the business owner due to the cost and return of investment for said property.

Fred McLean, City Attorney spoke regarding vegetation for screening requirements and maintaining the standards within the ordinance. Commissioner Vickey Roberts and Chairman Rachel Terrell stated that a timeline should be put in place for maintaining standards regarding screening.

Chairman Rachel Terrell stated that she would like to see more regulations for the Waiver of Requirements regarding screening requirements.

Fred McLean, City Attorney spoke to the board regarding the wordage that is used between the Planning Commission and the Board of Zoning Appeals. Jennifer Morris, Community

Development Director stated the idea of referring a Waiver of Requirement to the BZA board if the developer wishes, the BZA could then grant the waiver or variance.

Community Development Director Jennifer Morris shared with the Commission the feeling of Commissioner John Etheridge to recommend that vegetation be three (3) feet tall instead of two (2) feet tall at the time of installation. Chairman Rachel Terrell questioned the spacing of the vegetation. Ms. Foster stated that under Minimum Standards #2 that screening shall be provided at a height and density to achieve an opacity of 80%. Commissioner Vickey Roberts recommended having a developer and landscaper present to the Planning Commission regarding potential growth of vegetation for screening purposes.

ACTION: Motion made by Vice Chairman Richard Edwards, seconded by Commissioner Tara Wilson to recommend to the City Commission to amend the Zoning Ordinance 11-1201 Walls and Fences, with the following changes to the staff recommendation: add additional verbiage and timeline regarding maintenance of screening; change two (2) feet tall to three (3) feet tall at the time of vegetation installation; if the developer requests to waive the requirements for screening, then it will be referred to the Board of Zoning Appeals.

VOTE: Unanimous

OLD BUSINESS AGENDA ITEM NO. 2: Minor Site Plan – Randy Crowder, 1008 E. Wood Street (deferred)

DISCUSSION: Jennifer Morris, Community Development Director recapped last month's meeting with the following items that needed to be addressed. These are as follows: update of screening guidelines and screening around residential area, a barrier across the residential gravel driveway, and paving to be completed within a year. Mr. Crowder, Developer is in the process of making application to TDOT for his driveway permit. It was verbally confirmed that he would not be allowed to keep the existing drive that circles through from Currier, in front of the building into East Wood and the right-in/right-out drive. should be approved.

In order for the Minor Site Plan to be approved these following changes would need to be made:

- The driveway closest to the Tyson Avenue intersection be removed;
- A certain size island for the right-in/right-out approved by TDOT;
- Notation of paving to be completed within a year;
- Address a barrier to the residential drive;
- A fence on the side of the residential property;
- Screening requirement for the rear property line adjacent to the Oaklawn property.

Chairman Rachel Terrell recommended a solid screening requirement around residential property beside proposed parking lot and vegetation around the remaining of 1008 E. Wood Street property that abuts residential property.

Commissioner Vickey Roberts asked the location of employee parking. Ms. Morris stated that employee parking is included within the parking lot proposed on the minor site plan.

Commissioner Tara Wilson voiced her opinion regarding vegetation screening requirements instead of fencing around the entire residential property.

Building Inspector, Lowell Schrader addressed vegetation and the growth of plants. Mr. Schrader stated that plans for vegetation account for trees at their targeted growth.

ACTION: Motion made by Chairman Rachel Terrell, seconded by Commissioner Vickey Roberts to approve Minor Site Plan contingent upon changes to the Zoning Ordinance regarding screening, fencing along the parking lot adjoining residential property, vegetation around the remainder of the property while planning for the maximum growth, paving to be completed within a year, driveway onto the highway be removed, address a barrier to the drive of the residential property, the required size island for the right-in/right-out approved by TDOT.

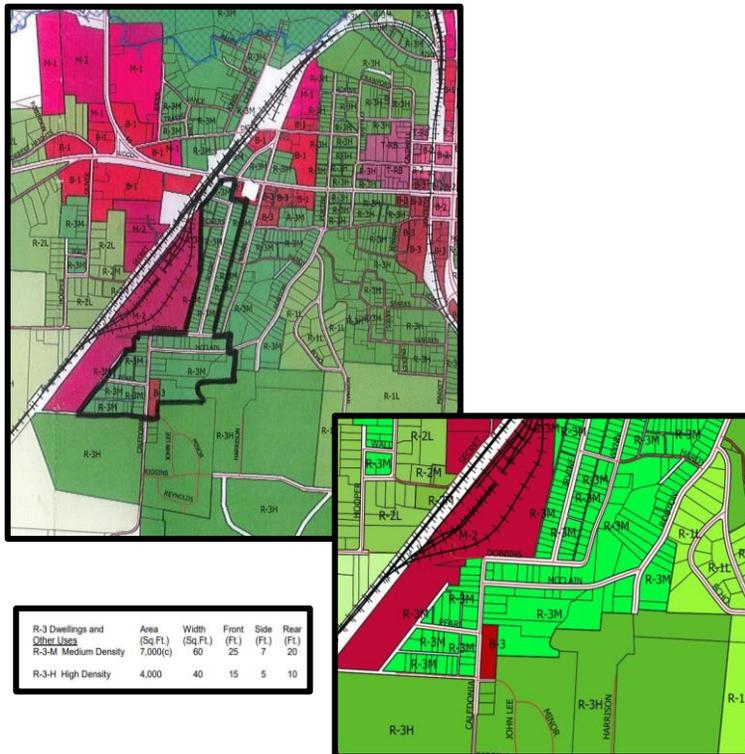
VOTE: Unanimous

OLD BUSINESS AGENDA ITEM NO. 3: Request for Change in Density – Dobbins Street Area

DISCUSSION: At the October meeting the Planning Commission made a motion to amend the density for the Dobbins Street area from medium density to high density as requested. Staff has placed this back on the agenda for confirmation from the Planning Commission that the area in the dark black outline is the area intended for a density change.

ACTION: No motion or votes were made.

VOTE: Unanimous



NEW BUSINESS AGENDA ITEM NO. 1: Major Site Plan – Jamie Orr, 1335 East Wood Street

DISCUSSION: Jamie Orr has presented a site plan for development of his property located at 1335 East Wood Street. The site plan shows a 4,000 sq. ft. building footprint to be divided into two 2,000 sq. ft. first floor spaces. Additionally, the site plan shows another 3,000 sq. ft. for future development. Jennifer Morris, Community Development Director states that parking is more than adequate for this development. All setbacks are shown on the major site plan and are adequate. TDOT will have to approve the permit for the driveway on East Wood Street. There is a five (5) foot strip that is shown along Jean Street that will require screening due to it being adjacent to a residential zone. The plan has been sent to SSR for MS4 and drainage review.

Community Development Director Jennifer Morris informed the Commission that Commissioner John Etheridge recommended the driveway not be in front of the residential property but to the side of it.

Bob Nichols, Engineer with Ashburn Nichols, and Associates out of Union City spoke regarding the site and grading plan and drainage for the developed property. He presented the drainage related to the entrance to the parking lot. Lowell Schrader, Building Inspector stated the main concern is at the corner of Jean Street and the water flow to surrounding roads.

Jamie Orr, Developer stated that he had been in touch with a landscaper and is planning for vegetation around the property and the five (5) foot strip along Jean Street that is adjacent to a residential zone.

ACTION: Motion made by Vice Chairman Richard Edwards, seconded by Commissioner Vickey Roberts to approve the Major Site Plan contingent upon approval of SSR by the City of Paris, TDOT approval of the driveway, and vegetation screening along the adjacent strip to the residential zone.

VOTE: Unanimous

Upon a motion by Vice Chairman Richard Edwards, seconded by Commissioner Tara Wilson, the meeting was duly adjourned at 7:21 p.m.

Secretary

**Paris Municipal Regional Planning Commission
Regular Meeting
December 9, 2021**

New Business Agenda Item No. 1:

Minor Site Plan - Scott McDevitt on Ruff Street

Background and Analysis:

Scott McDevitt has submitted a Minor Site Plan for an addition to his property located on Ruff Street. The 38 ft. x 26 ft. (988 sq. ft.) will be added to the existing building.

This property is located in a TRB (Transitional Residential Business) Zone. Front setbacks are 25 ft.; side setbacks are 10 ft. and rear setbacks are 20 ft.

This proposed addition will meet the setbacks with a 20 ft. 6 in. side setback, 62 ft. front setback and an 83 ft. rear setback.

Recommendation:

Staff would recommend approval of this minor site plan.

**Paris Municipal Regional Planning Commission
Regular Meeting
December 9, 2021**

New Business Agenda Item No. 2:

Minor Site Plan - Mineral Wells Animal Clinic – 1116 Volunteer Drive

Background and Analysis:

Dr. Chadwick Edwards and Dr. William Davis have submitted a Minor Site Plan for an addition to their veterinary clinic property located at 1116 Volunteer Drive. They are proposing a 27 ft. x 12 ft. on both the north and south side of an existing building (648 sq. ft. total).

This property is located in a PB (Planned Business) Zone. Front setbacks are 50 ft.; side setbacks are 20 ft. cumulative and rear setbacks are 25 ft.

This proposed additions will meet the setbacks with a 28 ft. on southside and 58 ft. sidesetback on the north side.

Recommendation:

Staff recommends approval of the minor site plan as presented.

