

**MINUTES OF A REGULAR MEETING OF
THE PLANNING COMMISSION
CITY OF OAK HILL, TENNESSEE**

April 16, 2009

The Planning Commission of the City of Oak Hill, Tennessee met in the City Office. Planning Commission members in attendance were Mac Rucker, Patricia Carlson, Julia Wesley, Judy Hoover, Mayor Tommy Alsup, Austin McMullen and Mike Allison. Staff present were City Attorney Bob Notestine, City Manager Kevin Helms, Assistant City Manager M. C. Sparks, Acting Engineer Chad Collier and Administrative Assistant Patrick Steiner. Mr. McMullen acted as chair, and Ms. Sparks served as secretary.

The meeting was called to order at 5:06 pm. The following matters came before the Commission and were acted upon as indicated:

1.) Approve the Minutes of the Meetings for January 15, 2009 and February 19, 2009 – On a Motion duly made by Ms. Wesley and Seconded by Mr. Allison, the minutes of the February 19, 2009 minutes were Passed as submitted. The January 2009 minutes were deferred.

2. P-09-2 – Mr. Brad Gulmi (970 Overton Lea Road) – A request was made for a steep slope approval for construction of an addition of a sunroom, which will be 308 square feet. Mr. McMullen recused himself, due the fact that Mr. Gulmi is a client of Mr. McMullen’s law firm. Mr. Allison then chaired the remainder of the meeting. Mr. Collier explained that this is brought in as a critical lot analysis; there are no issues. There will be portions of the wall along the drive removed to allow better water run-off, and gutters will be added to redirect the water from the building. There will be no drain pipe, as the water at that point does not drain toward the existing pipe; the water drain to the west of the property.

Mr. Steve Clifton answered questions regarding size of the addition. It was noted that 1000’ mentioned in the geotech letter is not correct, this was quoted before the plans were finalized.

Ms. Carlson requested that in the future all neighbors be notified though it is not a requirement. Mr. Jerry Shelton, 980 Overton Lea Road, looked at the plans presented, and had concerns regarding expressed water drainage issues, saying removal of impervious surfaces will make water flow onto his lot. He requested that someone come look at his property to make sure there will be no issues not only above ground but underground. In answer to Ms. Wesley’s questions regarding the removing of the wall at the drive, Mr. Collier said removing portions of the wall and adding the gutters will improve the conditions at 980 Overton Lea Road. Mr. Shelton again asked these items to be looked at, and make sure these measures to help alleviate any problems.

Mrs. Wesley questions in the AG&E letter, on page 2, the reference to the fill materials done in 1954, that the house will have to fully penetrate this fill to be supported; it was said this will be done during the building phase. Mr. Helms said signs to be placed at the property for planning cases had been ordered and will begin to be used to notify neighbors.

After discussion, on a Motion properly made by Ms. Hoover, and Seconded by Ms. Rucker, the following Motion was Passed :

“Moved that Planning Commission Case PC-09-02 requesting approval for construction in a steep slope area be approved as presented.

The vote was three in favor / two opposed (Mr. Alsup and Ms. Wesley) and an abstention by Ms. Carlson.

3. Discussion of Sign Ordinances – The question was asked would existing signs be “grandfathered” in under any new sign ordinance passed, so that existing signs remain. The answer is yes they would remain if they are permanent signs. Research should also be done concerning what signs are legal, and the procedure if a sign is additionally destroyed. It was said that Mr. Burdette will inventory existing signs, and then Mr. Helms and Mr. Steiner would review the information to see if the signs are correct.

At the time the Board of Commissioners addresses the ordinance, all churches and schools would be notified, as well as an announcement on the City website.

After discussion, on a Motion properly made by Ms. Rucker, and Seconded by Ms. Carlson, the following Motion was Passed Unanimously:

“Moved that Planning Commission pass on first reading their approval of the updated sign ordinance, and that once corrections are made and attorney Mary Farrar examines the ordinance, the Planning Commission will address this item again for recommendation to the Board of Commissioners.”

Mr. Helms requested that the Planning Commission consider electing a vice chair and secretary for the Planning Commission. At this time the secretary for the Commission is the City Manager, and Mr. Helms has concerns about blurring lines between staff and boards. The offices of secretary and vice chair could be held by the same person..

Also an item that should be examined is the makeup of the Planning Commission according to the ordinances. There are eight appointed members, and the mayor and one of the Board of Commissioners may be selected to serve. Currently all the Commissioners are on the Planning Commission, and this runs contrary to the ordinances. It was suggested that the least second Commissioner serving on the Planning Commission should probably have a term limit set out.

4.) Adjournment - There being no further business, the meeting was adjourned on a motion duly made and seconded at 5:59 pm.

City Recorder

Chair