

**MINUTES OF THE
GATLINBURG MUNICIPAL/REGIONAL PLANNING COMMISSION
October 17, 2019
THURSDAY, 5:00 P.M., CITY HALL**

MEMBERS PRESENT

Robert Maples
Larry Claiborne
Bud Ogle
Don Smith

MEMBERS ABSENT

Kirby Smith
Charlie Moore
Jackie Leatherwood

OTHERS PRESENT

Matt Sprinkle
Gary Norvell
Alex Abrahams
Gus Floodquist
Bruce Cantrell

Staff Representatives: David Ball, Building & Planning Director
 Joe Barrett, ETDD

CALL TO ORDER AND APPROVAL OF MINUTES

Chairman Robert Maples called the meeting to order at 5:00 P.M. The minutes of the September 19, 2019 meeting were unanimously approved following a motion by Mr. Larry Claiborne and a second by Mr. Don Smith.

STAFF REPORT

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

OLD BUSINESS

NEW BUSINESS

Review and consideration for a revised PUD site plan for "Laurel Estates, Phase I," being Tax Map 117, Parcel 194 located off Laurel Lane and Reba Lane, R-2 Zone, requested by Norvell & Poe Engineers, LLC.

Staff presented the request for a revised Phase I, PUD site plan approval for "Laurel Estates" located off Laurel Lane and Reba Lane, to incorporate an additional 3 units into the existing Planned Unit Development. Staff explained that the request is for a revised PUD site plan approval for the addition of three (3) units into the existing Laurel Estates PUD. The plan depicts Units 2, 16, and 17 to be relocated on the south side of Anastasia Way and just north of the existing four (4) units that are accessed from Reba Lane. The relocation of the units will not add to the overall unit count of the development of 69 which includes all phases of the development. The project engineer has indicated that a revision to Phase 2 will be submitted due to the inability to construct some of the proposed units on the property due to topography.

Staff noted that the new unit locations will not require any further extension of the water service as the main private water line exists in Anastasia Way. Further, the unit locations appear to be located within property distances to existing hydrants to achieve adequate fire protection for the units. A sewer line installation will be required for the connection to the existing sewer system on the property. Staff added that a drainage plan will be needed for the additional units as well as revised drainage calculations for the units. Staff noted that the final PUD site plan lacks the following: A revised overall PUD plan to show the eliminated units in the previous phases and a

total unit count for the entire PUD Development, revised legal documentation for the development that incorporates all phases and units into the overall development, individual utility lines for the relocated units. After a brief discussion, Mr. Larry Claiborne made a motion to approve the request subject to the lacking items being submitted and Mr. Don Smith provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration of a minor subdivision of the "Greystone Heights," being Tax Map 126K, Group A, Parcels 16,17,18 & 19, located at Campbell Lead Road, R-1 Zone, Requested by Carol Muszik.

Staff presented the request consisting of the re-platting of the interior lot line boundaries that currently exists between three (3) parcels to create a lot. The original subdivision of record actually consists of three (3) lots being part of Lot 14, Lot 9A and Lot 10A. The proposal will now be reduced to a single new lot configuration being "Lot 9A-R."

Staff noted that as proposed, the new lot will consist of .83 acres (36,257 sq. ft.) and will front on Campbell Lead Road. Staff explained that the plat shows two other lots being "Lot 9" and "Lot 10" which are existing lots of record that will not change from their original sizes and configurations. However, because the plat depicts two (2) separate twenty foot access easements to extend from Campbell Lead Road to Lot 9 and 10 for access to the lots from the public street, it is important to depict the lots and easement areas with this subdivision. Staff explained that the proposed lot size of "Lot 9A-R" does not meet the current lot size standards as established in the Municipal Zoning Ordinance due to the slope of the property. However, with the reduction of the number of lots the lot area will improved in size over what is of current record. Additionally, a lot size variance will be reviewed by the Municipal Board of Zoning Appeals in October and therefore any plat approval will need to be subject to the variance. The properties are served with both public water and sewer. Note, the Utility Department has requested that the utility easement area for the public sewer line be shown on the subdivision plat. Staff added that the plat lacks the following information: property improvements including existing utility easements; Owners Signatures, Signatures of approvals for Utilities, Sevier County Electric System, and Signatures for Recording.

After a brief discussion, Mr. Bud Ogle made a motion to approve the request subject to a variance from the Board of Zoning Appeals. Mr. Larry Claiborne provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration for a revised PUD site plan approval for "Westgate Resorts -Phase 14R2," being Tax Map 116, Parcel 195.00, located at 915 Westgate Resorts Way, C-4 Zone, requested by Civil & Environmental Consultants, Inc.

Staff presented the request for a revised PUD site plan approval for "Westgate Smoky Mountain Resort Phase 14 R2" which is a revision to a portion of the original Phase 14. Staff explained that the request consists of a revised PUD site plan approval for site improvements to the existing "Westgate Resorts" Property. The plan indicates that modifications to the existing Phase 14 plan will be made to incorporate a 4-story midrise building and three (3) cabins to the phase. The plan shows that there are 8 units per floor in the midrise for a total of 32 units and that there are 12 units per cabin for a total of 36 units. This would equal a total of 68 units that are being added to Phase 14. The plan also depicts an operations space below Cabins 126 and 127. The plan indicates that there will be a total of 212 parking spaces provided for all the additional units and operations space. However, there is a concern regarding the total number of units related to the midrise units. While the plan indicates a total of 32 units in the building, the parking indicates that the building can

actually be divided into a total of 72 units. Staff noted that the applicant has provided a letter from the corporate offices of Westgate Resorts and the contractor, Mr. Chuck Laney stating that the building will never be rented or occupied by more than 32 units at any given time. The 32 unit limitation is important as it relates to the traffic generated by the development and the impacts of the traffic not only within the development but to the public streets from which the development is accessed. A detailed traffic study was conducted in December of 2014 which provided an assessment of the traffic impacts of the development on the surrounding public roads which was based on the total number of units as identified by the master plan. The traffic study was divided into two parts being a short term and long term traffic projection based on the total number of units planned for the resort. The short term study addressed the existing 692 units at that time plus another 647 units to be developed in Phases 12B, 14, and 15. Of the 647 units, Phase 15 consisted of 288 units. The project engineer has indicated that in 2017 a total of 188 units were added as Phase 19. Those 188 represented a portion of Phase 15 that included a total of 288 units which is now reduced to 100 total units. The current request is to further remove an additional 40 units from Phase 15 with this agenda item and the following agenda item to reduce Phase 15 to a total of 60 units. The objective is to keep the total number of units with the original 647 that was addressed in the short term traffic study. In an effort to verify the proposed development is in keeping with the traffic study numbers, Staff had requested and now received a certified letter from the project engineer stating that the project unit numbers are in keeping with the short term traffic study limitations. Mr. Matt Sprinkle with Civil and Environmental Consulting Services, Inc., was present and verified that the unit numbers are in keeping with the short term traffic study limitations.

Staff stated that the plan indicates that the density of Phase 14-R2 is a .28 floor area ratio and that this phase represents approximately 5.8 acres of the 283.97 acres of development property. The plan shows an extension of Winding Smoky Way of 1,245 linear feet at grades ranging from .5% up to a maximum of 11.60%. The width of Winding Smoky Way Road is 24'. The grading plan shows extensive grading on the south side of the midrise building north of the parking lot area that is located north of Winding Smoky Road. Staff explained a concern related to the midrise building is the exposure of the building from Parkway as it pertains to the Hillside Overlay District provisions. The depicted view shed in the plan indicates that the building will be compliant with screening provisions however, if the area is graded the 75' tall trees will not be present to screen the building as shown. The 1st floor elevation of the building is 1884' which is 4' above the highest grade below the building which will be the Parkway view perspective. Also, the top floor of the proposed cabins will be an additional 21' above the top floor of the midrise building with no vegetation to provide the required screening. The project engineers provided the view shed information and noted that based on the terrain and proposed building locations, it did not appear that the building would be visible. Staff requested that if during construction it was determined that the buildings would not comply with the HOD provisions, additional plantings could be incorporated below the structures to provide screenings. The project engineers stated that the developers has agreed to provide additional plantings if the buildings are not properly screened.

Staff noted that the plan shows multiple retaining walls throughout the development with varying wall heights. No details have been provided on the proposed walls at this time but an engineered design will be required prior to issuance of a building permit for the development. Also, wall heights are limited in Hillside Overlay District and may also be required to be screened from the SLRS's identified in the Zoning Ordinance.

The drainage plan indicates a series of catch basins and drain pipes to capture the runoff from improved impervious areas. The plan indicates that the drainage will be directed to an approximate 12' deep detention pond located north of the proposed parking lot area on the north side of Winding Smoky Way Road. The plan also shows two (2) permanent rip rap outlet protection areas above and below the detention pond area. No storm water calculations have been provided at this time for the proposed storm water systems. Also, a maintenance plan will need to be provided and recorded with the Register of Deeds Office for the developments permanent storm water system controls as required by the adopted Storm Water Ordinance.

The plan shows the extension of the private water and sewer systems to the proposed buildings through an 8" water line and a 15" sewer line. The plan shows the addition of three fire hydrant assemblies to be located to serve the project and buildings. The site plan lacks the following: storm water calculations, a detailed landscape plan, information related to the traffic study limitations, additional information related to the Hillside Overlay District provisions and view shed profiles. After a brief discussion, Mr. Don Smith made a motion to approve the request subject to the lacking items. Mr. Larry Claiborne provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration for a PUD site plan approval for "Westgate Resorts - Pedestal Parking," being Tax Map 116, Parcel 198.00, located at 915 Westgate Resorts Way, R-1 Zone, requested by Civil & Environmental Consultants, Inc.

Staff presented the request consisting of revisions to Phases 8 and 12 to place four (4) 46' x 46' Pedestal Units. Staff noted that the plan depicts that four (4) units will be placed in each phase for a total of eight units addition to the overall development. As with the previous Westgate Resorts agenda item, there is a concern regarding the impact of the additional units to the public infrastructure serving the development. This relates to traffic and sewer service to the property. The Utility Department has requested demand calculations for the additional units due to analyze the sewer flow into the main sewer line that extends from the North Mountain Trail Road area across Hwy. 441 to the Waste Water Treatment Plant. Staff noted that a certified letter from the project engineer has been provided verifying that the total project unit numbers are not in excess of the totals identified within the 2014 Short Term Traffic Impact Study.

The depicted view shed in the plan indicates that the buildings will be compliant with screening provisions. However, due to the loss of vegetation in the area there is a concern as to whether or not the required 75% screening is present through existing vegetation. No building elevations have been provided for the units and therefore, the impact of the building is difficult to determine at this time. The plan indicates that the additional units will be connected to the existing private water and sewer utilities that are located in Winding Smoky Way and Cabin Ridge Way. The area surrounding the units and parking areas appears to be regraded. There is indication of a varying height retaining wall adjoining the lower units but no walls are shown on the upper units. As such, all slopes with no retaining walls will be required to meet the 2:1 horizontal to vertical ratio and an engineered design will be required for all walls prior to issuance of a building permit for the development. The project engineer stated that based on the view shed profiles, the structures will not be visible to any public right-of-way listed in the HOD Regulations. No storm water calculations or drainage plans have been provided at this time to determine the impacts if any, of the site improvements to the existing storm water site conditions. Prior to development permits, the calculations and design for any needed detentions/retention improvements must be provided to the City.

Staff noted that the site plan lacks the following: storm water plan with calculations, a detailed landscape plan, additional information related to the Hillside Overlay District provisions, unit parking calculations, traffic impact information, building elevations, and retaining wall details. After a brief discussion, Mr. Bud Ogle made a motion to approve the request and Mr. Larry Claiborne provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration for a final PUD site plan for "Smith Apartments," Tax Map 117, Parcel 133.0 & 133.06 located at Glades Road at Cashmere Way, C-3 & R 2 Zone, requested by Norvell & Poe Engineers, LLC.

Staff presented the request for a final PUD site plan approval for a proposed 152 unit apartment complex to be located on 4.535 acres. The proposed site consists of two (2) tracts with frontage on both Glades Road and W. Highland Drive. The combined acreage is 4.535 acres for a total of 197,544.6 square feet of land area. Note, a consolidation of the properties will be required prior to development permits to create a single development tract. Also, the property is currently undergoing a rezoning process for the lower portion of the property to change the zoning classification to R-2 to accommodate the additional building height of the four story buildings.

Staff added that the proposed PUD site plan depicts six (6) buildings containing one and two bedroom units with a total unit count of 152 units. The preliminary plan shows that the total floor area ratio for the development will be below the allowable area of .5 or half of the total land area. The plan indicates that the proposed parking for the development is 174 spaces based on the unit square footage which meets the minimum requirements. The plan also indicates that building number 1 will be 4-story building and the remaining five (5) buildings will be 2 and 3-story structures.

The plan depicts underground storm water detention basins to control the water runoff generated by the development. The plan also depicts a drainage swale to the northeast portion of the property to capture the drainage from the adjoining properties. Storm water calculations are needed for the project as well as the maintenance plan and schedule for the permanent storm water system. In addition, the design calculations will be needed for the proposed drainage swale located along the east boundary. The property is served with both public water and sewer utilities. A master meter is shown on the north portion of the property where the public water service will be extended onto the property. The plan depicts the addition of fire hydrants throughout the property for fire protection. The sewer service connection will be made on the southern portion of the property where the public utility line exists in a utility easement area already in existence on the property.

The plan provides for access to the property from both Glades Road and W. Highland Drive. W. Highland Drive adjoins the property to the north and is the public street that is primarily used to access the residential neighborhood to the north. While W. Highland Drive may be used as a secondary means of ingress and egress to the development, it is not adequate to server as the primary access to the property. The primary access will come from Glades Road which is a major collector street. As noted in the preliminary review of the project, there is a concern about the access point on Glades Road via Cashmere Way, with the sight distances from the project entrance to the curvature of Glades Road to the east. In further review with the Police Department and Public Works Department, with the removal of the existing vegetation approximately 200 feet from the proposed entrance, the visibility of vehicular traffic will be improved along Glades Road.

Upon completion of the project, a further review of the situation will be conducted to determine if additional signage or caution signals or a combination of both, will be required along Glades Road. The current location of Cashmere Way is in good alignment with Morton Drive across Glades Road. An internal road profile has been provided that depicts the grades of the through private street serving the development with maximum grades of 6.34% or less. The plan depicts a 24' drive aisle through the development which is more than adequate width for both vehicular and emergency access traffic.

The plan shows a retaining wall to be placed parallel to the parking area between buildings 4 and 6. The wall heights are relatively short with the highest wall projected at 11.5 feet. Also note, the upper portion of the property located at an elevation of 1626' and greater are within the Hillside Overlay District which will require screening of up to 75% of the proposed structures with a vegetative screen. The final PUD site plan lacks the following information: sketch building elevations, plat for lot consolidation, and final rezoning of the property to R-2 District. Staff added that the developer may want to work with the City to develop a sidewalk system from the development up to the trolley stop area located west of the property. After a brief discussion, Mr. Bud Ogle made a motion to approve the request and Mr. Don Smith provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration for a commercial site plan approval for "Robert Weir Accounting Office," being Tax Map 127C, Group A, Parcel 001.00, located on East Parkway, C-2 Zone, requested by Norvell & Poe Engineers, LLC.

Staff presented the request for a proposed site plan approval for "Robert Weir Accounting Offices," to be located on East Parkway. Staff noted that the request consist of a proposed 25' x 50' accounting office building to be constructed on a .452 acre (16,117.2 sq. ft.) lot. The site plan depicts a new office building consisting of approximately 1,250 square foot building and an accompanying 16 space parking area. The site plan proposes access to the site from an existing 24' wide concrete bridge that connects the adjoining property to East Parkway. A copy of the access easement agreement is needed to verify legal access through the adjoining property. Also, a copy of State of Tennessee Department of Transportation's approval of the access will be required prior to issuance of development permits.

The property is located within a Special Flood Hazard Area. The proposed finished floor elevation for the building is 1,457.4 which meets the minimum 1' above the base flood elevation (100 year) requirements. Also, the project engineer has provided a "no rise" certificate for the proposed site improvements due to the requirement to cross through the "floodway" area on the property with the driveway and parking areas. The plan indicates that there will be no fill or elevation change within the designated "floodway" area. There is both public water and sewer available to the site. The Utility Department has requested a plan that details the proposed private utility lines as well as the on-site public sewer line be provided for review. Note, the electrical service will need to be underground unless the Sevier County Electric System determines that underground cannot be installed to the building. The plan indicates that a detention pond will be constructed on the northwest portion of the property however, no detailed drainage plan has been provided at this time. Based on the current undeveloped conditions of the site, it would appear that some means of retention/detention will be required to control the rate of runoff from the pre to post conditions of the site. As such, a revised storm water plan is needed with the calculations to determine what storm water system is needed to address the site runoff. Mr. Gary Norvell was present and stated that the storm water calculations have been completed and provided addressing staff's comments.

Mr. Norvell also stated that additional contact with TDEC would be occurring to discuss the driveway access to the property.

Staff added that the site plan lacks the following information: detailed landscape plan, building elevations to determine height conformity, a solid waste collection plan, dimensions and calls for the eastern boundary line, floor area ratio information, parking calculations, and the ingress and egress legal documentation. After a brief discussion, Mr. Larry Claiborne made a motion to approve the request and Mr. Don Smith provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration for a final PUD site plan for approval for the "Mountain Shadows Resort-Phase 3," being of Tax Map 117, Parcel 236.02, located on Hidden Hills Road, C-2 Zone, requested by the Cantrell Engineering & Surveying, LLC.

Staff presented the request for final PUD site plan approval for "Mountain Shadows Resort -Phase 3," located on Hidden Hills Road. Staff noted that the request consists of a final PUD site plan approval for a proposed 10 unit residential development with pool amenity. The proposed site plan depicts 10 dwelling units to be located on a 3.72 acre tract. The plan shows that an access road will be constructed from Hidden Hills Road and connected to the existing Phase 1 of Mountain Shadows Resort Development. The road profile for the project depicts a road length of approximately 1,072 feet with road grades up to 18% grade. Note, the subdivision regulations establish a maximum grade of 15% with the ability to vary the grade up to a maximum of 18% grade for a short section. The proposed 18% grade is for a length of approximately 200' and begins shortly after entering from Hidden Hills Road. The road width is depicted at 24' wide for the length of the road at 18% and then transitions into a 20' wide road to its intersection with Phase 1 of the Mountain Shadows Resort. The project engineer has provided detailed information on the proposed road grade variance (see attached). The Fire Department has reviewed the plan and does not have an objection to the road grade variance as revised and not to exceed the depicted 18% grade. A utility plan has been provide for the project. The Utility Department has requested that a profile for the 8" sewer line be provided and that the project demands be submitted for review.

The PUD grading plan depicts significant areas of grading and multiple retaining walls along the road and parking areas for the units. No storm water plan drainage calculations have been provided for the development and therefore the detention elements required have not been verified as adequate at this time. The plan does depict two (2) detention ponds to be constructed on the property. A maintenance plan for the permanent storm water elements will be required and must be recorded to ensure post construction maintenance of the project storm water controls. The following lacking items are needed for the final PUD plan: a variance for the road grades; detailed landscape plans, storm water calculations and a storm water maintenance plan, sewer profile information on the 8" sewer line, utility project demands, and project legal documents. Staff noted that the legal documents for the street connection to the Phase I of the Mountain Shadows will also be required prior to issuance of development permits.

Mr. Bruce Cantrell, the project engineer, was present and gave a brief overview and explanation about the challenges to develop the plan within the required road grades. Mr. Cantrell noted that extensive excavation will have to occur to achieve the development and that the pool area may not be feasible once the road is graded to the required limits. After a brief discussion, Mr. Don Smith made a motion to approve the request and Mr. Bud Ogle provided a second which was unanimously approved by the Board with all members voting "aye."

Review and consideration of a final PUD site plan approval for the “Mills Park Village,” being Tax Map 118, Parcels 87.00 & 87.02, located at 130 Mills Park Road, C-2 Zone, requested by Cantrell Engineering & Surveying, LLC.

Staff presented the request for final PUD site plan approval for Phase 1 of the “Mills Park Village” a 42 unit residential housing development to be located on Mills Park Road. Staff noted that the request consist of a final PUD site plan approval for a 42 unit residential development with club house and pool amenities. Staff added that the plan depicts two (2) phases of development but at this time, Staff is not recommending approval of Phase 2 due to Fire Department concerns related to fire protection in the upper portion of the property. As such, this review is based primarily on Phase 1 as depicted on the site plan which contains 35 units and the amenities facilities.

Staff explained that the site plan depicts 35 units with varying sizes to be located throughout the property. The plan shows that new water and sewer lines will be install in the development. The utility plans depicts both 6” and 2” water lines to serve as domestic and fire protection for the development. Note, the units located to the north in Phase 2 are shown to have access to a 2” water line. The 2” line is not sufficient to provide fire protection so a revision will be needed for the final PUD site plan approval of Phase 2 to ensure adequate fire protection. The plan also shows a master meter to be located on the southeast portion of the property near Jay Bird Lane. The site layout plan shows a road system with three access points along Mills Park Road. There is a main loop road (Road A) which is depicted at 20’ in width and approximately 1,000’ in length. The profile for Road A indicates road grades not to exceed 11.5%. Also located in Phase 1 are roads “B” and “C” which form a smaller loop system. These roads are depicted at 14’ in width and consists of varying road grades up to a maximum of 15%. The upper portion of property is served with a dead-end street, “Road D,” with a modified T-turnaround at a proposed length of approximately 800’ in length and serves approximately 7 proposed units. The applicant is requesting variances for the road widths for the roads. The Fire Department has reviewed the plan and determined that the proposed request is acceptable with the recommendation that 2’ compacted shoulders be installed on all roads.

The drainage plan indicates that two (2) detention ponds will be constructed on the property for the storm water. However, no drainage calculations have been provided for the project to determine the needed size of detention. The grading plan does not depict final grading for the entire site however, the design engineer has indicated that there will be minimal grading on the lower portions of the property. The majority of grading will occur on the upper portion of the property which is fairly steep. The units are depicted as various sizes however no decks or outer projections are shown which creates difficulty in determining setback compliance. Also, no specific details have been provided related to the depicted units as to whether they are single family or multiple and/or duplex units. Parking areas have been depicted on the site plan many of which are parallel to the private streets. The number of spaces will be dependent upon the type of structure that will be constructed i.e. single or duplex units.

The project engineer, Mr. Bruce Cantrell was present and gave a brief overview of the project. Mr. Cantrell noted that the upper phase 2 is not intended to be completed at this time. Mr. Cantrell noted that the site plan depicts units in locations similar to the previous trailer park development to limit land disturbances. Mr. Cantrell noted that much of the existing vegetation will remain intact and that additional vegetation will be placed in areas adjoining neighboring properties. Staff noted that the 2’ shoulders along roadways could encroach beyond property boundaries at the entrance area to the property. Staff noted that the road may need to shift to accommodate the shoulder width. Staff also stated that the site plan depicts building footprints and questioned

whether or not the footprints included the unit decks and porch areas. Staff noted that the required building separations are measured from the outer portion of the structure including decks and porches. Mr. Alex Abrahams was present and stated that the buildings will fit within the footprints as depicted on the site plan. Mr. Cantrell noted that some adjustments to the site plan may be required once a final floor plan has been provided for each of the units.

Staff added that the following site plan items are needed for the final PUD plan: building dimension including decks and porches; number and location of parking spaces; revised street widths or variances for street widths of less than 20' width; detailed landscape plan; storm water calculations and design of detention elements; revised setbacks based on PUD Regulations.

After a brief discussion, Mr. Larry Claiborne made a motion to approve the request subject to the lacking items and also approved the proposed road widths as requested based on Fire Department acceptance of the widths. Mr. Don Smith provided a second which was unanimously approved by the Board with all members voting "aye."

Adjournment

The meeting was adjourned at 6:30 p.m. upon a motion by Mr. Don Smith and second by Mr. Larry Claiborne which was unanimously approved by the Board.

Approved:

Gackie Leatherwood
Planning Commission Secretary

11/21/19
Date