

**City of Oak Hill**  
**Planning Commission**  
Minutes  
September 5th, 2023

The City of Oak Hill's Planning Commission met on September 5th, 2023, at 6:00 PM in the City of Oak Hill Board Room. Members present were Chairman Wade Hill, Mayor Dale Grimes, Vice-Mayor Winston Evans, Shali Scott, Michael Barry, Robert Diehl, and newly appointed member Debra Woolley. Mitch Barnett was absent. One position is vacant. Staff in attendance were City Engineer Zac Dufour, City Attorney Marshall Albritton, Codes Officer Stephen Snow, Codes Admin Steve Mallory, and City Manager J. Steven Collie acted as Recorder.

**1. Meeting called to Order**

Chairman Hill called the meeting to order at 6:00 p.m.

**2. Introductions**

Chairman Hill asked the Members and City Staff to introduce themselves.

**3. Pledge Of Allegiance**

Chairman Hill led the Pledge of Allegiance.

**4. Approval of Minutes**

Diehl moved, seconded by Grimes, to approve the Minutes as corrected of the August 1<sup>st</sup>, 2023, meeting. Voting AYE: Hill, Grimes, Evans, Scott, Barry, Diehl, and Woolley. Motion carried 9-0

**5. Case 23-22 – 5031 Lakeview Drive, Zone C**

This case was not presented to the Planning Commission. It will be reviewed to return to this board.

**6. Case 23-23 – 4617 Churchwood Drive, Zone C**

Walter Greenleaf presented the case to propose a structurally supported parking pad to be constructed on a steep slope. Dufour's report stated that the proposal was presented as described and supported the proposal conditioned on the geotechnical report. No Public Comments were made. After further discussion, Evans moved for approval with the condition that the Codes Official would determine the health of the trees or determine if what trees appeared to be dead. Seconded by Barry. Voting AYE: Grimes, Evans, Barry, Hill, Woolley, Scott, and Diehl. Motion carried 7-0.

**7. Case 23-24 – 949 Tyne Blvd, Zone F**

Gary Baston from Baston Engineering proposed construction at the rear of the building footprint on a steep slope for this address. The house, pool and pool house are built, and a CO has been approved. The work performed is behind the wall in steep slope and is requesting a new permit to make the corrections and construction behind the wall. No Public Comment was made. Diehl motioned to approve the new work on the steep slope above the retaining wall to include engineering notes. The motion was then withdrawn. After further discussion and clarification, Grimes moved to approve the work already performed above the retaining wall to include backfill, swale and work in the steep slope on the following conditions: 1) Pool drains are to be hard piped into modified French drains or area drains. 2) Existing drainage swales above the retaining wall will be inspected by City Staff to ensure water is not flowing over the wall or trapping against the wall. 3) Geotechnical requirements per Section 14-238 of the Zoning Ordinance will be followed and additional stormwater management as specified in the plans. Also noted in the motion was that the construction drive is temporary. Scott seconded this motion. Voting AYE: Grimes, Evans, Hill, Scott, Woolley, Barry, and Diehl. Vote carried 7-0.

**8. Case 23-28 & 23-29 – 0 Old Hickory Blvd, Zone C**

Steve Ward from Radnor Lake is presenting on behalf of the State of Tennessee's acquisition of 9 acres along the southern boundary of the RLNAIZ for which a plat will be created and reviewed by the PC that will leave two lots without frontage. Dufour reviewed and approved the project and reported that it is part of a consolidation of smaller parcels, that are landlocked and have lot lines changed by Radnor Park, State of Tennessee, and Key Investments. No Public Comments. Each case had separate applicants representing for the same plat. The cases were voted on separately:

Diehl moved to approve Case 23-28, seconded by Grimes. Voting AYE: Grimes, Evans, Hill, Scott, Woolley, Barry, and Diehl. Vote carried 7-0.

Diehl moved to approved Case 23-29, seconded by Scott. Voting AYE: Grimes, Evans, Hill, Scott, Woolley, Barry, and Diehl. Vote carried 7-0.

**9. Case 23-33 – 4600 Franklin Pike, Zone D**


Peter Ramona represented Franklin Road Academy for the proposed demolition of an existing house, driveway, associated structures, return area of demolition to match existing grade, and seed/straw/sod as directed by City Staff. Tree protection and EPSC measures will be installed and inspected prior to the commencement of work. No trees will be removed, and no work will be conducted on a steep slope. No Public Comments were made. Evans moved to accept the proposal, seconded by Grimes. Voting AYE: Grimes, Evans, Hill, Scott, Woolley, Barry, and Diehl. Vote carried 7-0.


**10. Case 23-35 – 5445 Franklin Pike, Zone D**

Owner, Spencer Hart presented the proposed modification to a previously approved steep slope site plan to add additional driveway areas, turnaround, retaining walls, and modified storm water treatment measures. No Public Comments were made. After further discussion, a motion approve was made by Grimes, seconded by Diehl for the previously approved steep slope site plan to add additional driveway areas, turnaround, retaining walls, and modified storm water treatment measures. The motion is contingent on the approval of the plans provided and review of the geotechnical report. Voting AYE: Grimes, Evans, Hill, Scott, Woolley, Barry, and Diehl. Vote carried 7-0.

**11. Adjournment**

Evans moved, second by Grimes, to adjourn the meeting. Voting AYE: Hill, Grimes, Evans, Scott, Barry, Diehl, Barnett, Wooley, and Doyle. Motion carried 8-0. Chairman Hill adjourned the meeting at 9:35 PM.

  
Chair

  
Member