

City of Oak Hill
Planning Commission
Minutes
February 6, 2024

The City of Oak Hill's Planning Commission met on February 6, 2024, at 6:00 PM in the Board Room. Members present were Vice-Chairman Robert Diehl, Vice-Mayor Winston Evans, Shali Scott, Michael Barry, Mitch Barnett, Hedy Morrison, and Deborah Woolley. Mayor Dale Grimes and Chairman Wade Hill were absent. Staff present were City Engineer Zac Dufour, City Attorney Marshall Albritton, Codes Officer Stephen Snow, Codes Admin Henry Pieri, Administrative Assistant Desiree Lohr, and City Manager J. Steven Collie, acting as Recorder.

1. Meeting Called to Order

In the absence of Chairman Wade Hill and presiding over the meeting, Vice Chairman Robert Diehl called the meeting to order at 6:05 PM.

2. Introductions

Chairman Diehl asked the Members and Staff to introduce themselves.

3. Pledge of Allegiance

Chairman Diehl led the Pledge of Allegiance.

4. Approval of Minutes

Shali Scott motioned to approve the December 5, 2023, Minutes, seconded by Barnett. Voting AYE: Evans, Scott, Barry, Morrison, Diehl, and Barnett. Motion carried 6 -0.

5. Executive Session:

Vice Chairman Diehl asked for motion to move to Executive Session. Motion by Scott, second by Barry. Voting AYE were Evans, Scott, Barry, Morrison, Diehl, and Barnett. Motion carried 6 -0. Commissioners moved to the outside office for the session.

After the Executive Session, the commissioners returned to the chamber. Motion was made to come out of Executive Session by Scott, seconded by Barry. Voting AYE were Evans, Scott, Barry, Morrison, Diehl, and Barnett. Motion carried 6-0.

6. Case 23-40 – 4707 Churchwood Drive - Zone C (Nonconforming)

Chairman called this case to the floor. The case was presented by Catlin Shirock with the proposed construction on a site that is nonconforming regarding Max. Lot Coverage. The existing lot coverage before proposed construction is 13,920 sf, and lot coverage will be 13,773 sf after proposed construction is complete. While this post-construction lot coverage is a reduction from the existing, pre-construction lot coverage, it still exceeds the Max. Lot Coverage allowed for Zone C which is 13,000 sf for lots less than the min. lot size of 1 acre. Vice Chairman Diehl opened the Public Hearing and hearing no comments for or against the project, he closed the Public Hearing. After more discussion from the Planning Commission, Barry made a motion to approve the project, seconded by Scott. Voting AYE were Evans, Scott, Barry, Morrison, Diehl, Woolley and Barnett. Motion carried 7 -0.

7. Case 24-01 – 823,824 Nanearle Place & 865,873 Forest Acres Drive - Zone C (Resubdivision Plat)

Vice Chairman Diehl called this case to the floor. Kyle Fisher and John Reece representing the request made brief comments and asked Zac Dufour to discuss the plat. This request is to approve a plat to abandon City right-of-way at: 823 & 824 Nanearle Pl. and 865 & 873 Forest Acres Drive. Zac Dufour, City Engineer took to the floor to explain the request resulted in the petition of the applicants requesting the abandonment of this ROW. Zac also made clarifications on the plat and asked for questions or comments concerning the plat and the request. He further explained that the request had passed First Reading at the

Board of Commissioners and would return for final, and Second Reading by the BOC once approved by the Planning Commission. The Public Hearing was opened by the chair. No comments were offered for or against the project and the Public Hearing was closed. A motion was made by Winston Evan to approve the plat and send to the BOC for Second Reading and his motion was contingent on the following 1) the plat would not be recorded until the passage of Second Reading by the BOC; 2) this exchange is an abandonment and not a Quit-Claim deed to the applicants; 3) it would stipulate there would remain the 50 foot easement showing 25ft on each side of the centerline toward each property owner.; 4) must be signed by each property owner before it's recorded. Mr. Barry seconded the motion. All those voting AYE were Evans, Scott, Barry, Morrison, Diehl, Woolley and Barnett. Motion carried 7 -0.

8. Case 24-03 – 4000 Franklin Pike - Zone E (CUP - sitework not affecting use)

Presented by Kale Noel of the Tennessee Glen Leven Land Trust. The applicant is proposing a new fence around the front and north-side property lines of the subject-lot per submitted plan.

After a short discussion, the chairman opened the Public Hearing. One citizen spoke up to make comments not so much against but to express concerns that fence work began before getting a permit and that this had happened before concerning permits. Hearing no other comments for or against the project the Public Hearing was closed. Barry made the motion to approve, seconded by Morrison. Voting AYE were Diehl, Evans, Scott, Barry, Morrison, Woolley, and Barnett. Motion carried 7-0.

9. Case 24-04 – 5040 Villa Crest Drive - Zone C (RLNAIZ)

This case was presented by Jack Urbano for full renovation of existing house in RLNAIZ. All work will be on the interior except for some window repairs. The house sits on a steep slope, but no work is proposed on the slope. After discussion, the Chairman opened the floor for Public Comment. There being no comments for or against the project, Public Hearing session was closed.

Evans motioned to approve based on strict compliance with RLNAIZ and that no work will be conducted in steep slope, seconded by Woolley. Those Voting AYE were Evans, Scott, Barry, Morrison, Woolley, Diehl, and Barnett. Motion carried 7-0.

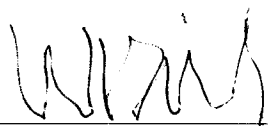
10. Case 24-05 – 1045 Overton Lea Road - Zone F (Nonconforming)

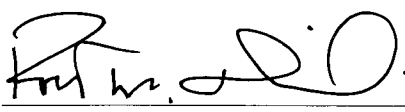
Burt Nowers presented this case. The property is nonconforming regarding Maximum Lot Coverage exceeding the current standard by 7%. Applicant proposes to remove portions of existing impervious pool deck and replace a portion of removed area with grass and construct a stone-column arbor with stone floor in the remaining portion. The project will result in adding 137 sq. ft of pervious area. Vice Chairman Diehl opened the Public Hearing and hearing no comments for or against the project, he closed the Public Hearing. Motion to approve was made by Barry, seconded by Scott.

Those voting AYE were Diehl, Evans, Scott, Barry, Morrison, Woolley, and Barnett. Motion carried 7-0.

11. Adjournment

Motion to adjourn made by Barry, seconded by Scott. Voting to approve were Diehl, Evans, Scott, Barry, Morrison, Woolley, and Barnett. Motion carried 7-0 and the meeting was adjourned at 7:37 PM.

 3/5/24
Chair

 3/5/2024
Member