



## **REGIONAL PLANNING COMMISSION WORK SESSION MEETING MINUTES**

**Monday, June 17, 2024 at Noon  
City Hall, 415 Broad Street, Conference Room: 226**

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**This meeting is an open and accessible meeting. If interested parties request special assistance or accommodations, please notify the Planning Department three (3) days in advance of the meeting.**

### **I. INTRODUCTION AND RECOGNITION OF VISITORS**

Members Present: Sharon Duncan, James Phillips, Sam Booher, Tim Lorimer, Travis Patterson, Chip Millican

Members Absent: John Moody, Jason Snapp, Anne Greenfield,

Staff Present: Ken Weems, AICP, Jessica McMurray, Garret Burton, Lori Pyatte, Finn Hounshell

Visitors: none

### **II. APPROVAL OF THE AGENDA**

### **III. APPROVAL OF MINUTES**

1. Approval of the May 13, 2024 work session minutes
2. Approval of the May 16, 2024 regular meeting minutes

The Commission reviewed the minutes. No official action was taken.

### **IV. CONSENT AGENDA**

Consent items are those items that have previously been brought before the Planning Commission, which have been reviewed by the Planning Commission in previous meetings or work sessions or are minor subdivisions and final plats not requiring any variances.

1. Guarantee of Improvements reduction for Frylee Court (MINSUB22-0162). The Commission is requested to approve a one year extension and reduction of the cash guarantee of improvements for Frylee Court. Staff noted that the remaining item on the cash guarantee of improvement for the Frylee Court development is sidewalks. Staff noted that the developer is building the sidewalks as they build the homes to prevent tearing up the sidewalks during construction. Staff noted that that the reduction will make the remaining amount of funds to \$13,376.99. Additionally, staff noted that a one year extension has been requested as well, which is a normal progression for development. No official action was taken.
2. Hunt's Crossing Phase 1A Irrevocable Letter of Credit Release (PLNCOM22-0031) The Commission is requested to release the irrevocable letter of credit upon contingent approval. Staff stated that the sole remaining item for the Hunt's Crossing Phase 1A development is 150 feet of sidewalk. Staff noted that the sidewalk is slated to be built and inspected prior to the Thursday regular meeting. Staff stated that the request is currently contingent upon completion of sidewalk and that an update on progress would be made during the regular meeting. No official action was taken.

## **V. UNFINISHED BUSINESS**

## **VI. NEW BUSINESS**

1. Riverbend Drive Rezoning (REZONE24-0108). The Commission is requested to send a positive recommendation to the Board of Mayor and Aldermen in support of the rezoning request from the B-4P zone to the PD zone. Staff stated that the rezoning site is approximately 5.6 acres in size. Staff noted that the owner of the property desires to build townhomes. Staff noted the trend of housing in the back of the Riverbend Development and that the proposal would be similar to the townhome development currently being built adjacent to the rezoning site. Staff noted that several calls from the Cliffside neighborhood had been received and that staff has scheduled a time to meet on-site with the neighbors to discuss the rezoning. No official action was taken.
2. Hunts Crossing Ph2A Contingent Final Plat. The Commission is requested to grant contingent final plat approval for the Hunts Crossing Development. Staff stated that this section of the Hunts Crossing connects phase 1a which originates along Summerville Road and phase 3 which originates along Shadyside Drive. Staff stated that the proposal consists of approximately 800 feet of Hunts Terrace Drive and also contains 6 lots along the new street. Staff noted that the as-built drawings are still needed to complete the project. Subsequently,

staff recommended a contingent final approval with the as-built drawing still being required.  
No official action was taken.

## **VII. OTHER BUSINESS**

1. Approved Subdivisions

## **VIII. PUBLIC COMMENT**

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

## **IX. ADJOURN**