



## **REGIONAL PLANNING COMMISSION MEETING MINUTES**

**Monday, February 17, 2025 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, Sam Booher, Candice Hilton, Gary Mayes, Jason Snapp,

Chip Millican

Members Absent: Travis Patterson, Anne Greenfield, Tim Lorimer

Staff Present: Ken Weems, AICP, Jessica McMurray, Sam Cooper, Lori Pyatte, Garret Burton

Visitors: none

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

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

1. Approval of the January 13, 2025 Work Session Minutes
2. Approval of the January 16, 2025 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. Saint Andrews Garth Ph. 2, Lots 11-18, 29-35 Irrevocable Letter of Credit Replacement (PD24-0114). The Commission is requested to approve the replacement of an existing Letter of Credit for a Subdivision Bond and increase penalty rider totaling \$70,834.50, to cover all remaining improvements. Staff explained the item to the Commission. Staff stated that the developer of the property desires to sell Saint Andrew;s Garth Ph2, Lots 11-18, 29-35 to homebuilder DR Horton. As a part of this sale, the developer also desires to transfer the bond estimate items for this development to DR Horton. Staff stated that the prosed bond and rider has been approved as to form by the City Attorney. Staff noted that the existing instrument of guarantee is the existing irrevocable letter of credit for the site, which is proposed to be released with the next consent item. Staff noted that the bond estimate and amount have remained the same with the bond total of \$70,834.50. No official action was taken.
2. Saint Andrews Garth Ph 2, Lots 11-18, 29-35 Bond Replacement Memo (PD24-0114). The Commission is requested to release the Irrevocable Letter of Credit with Todd Stevens and accept D.R. Horton's Subdivision Bond. Staff noted that it is proper to have this second item to draw clear distinction between accepting a bond for the site and releasing the irrevocable letter of credit for the site. Staff recommended releasing the irrevocable letter of credit. No official action was taken.

## **V. UNFINISHED BUSINESS**

## **VI. NEW BUSINESS**

1. Bancroft Chapel Annexation (ANNEX24-0278). The Commission is requested to send a positive recommendation for the annexation, zoning, and plan of services for the Bancroft Chapel Annexation to the Board of Mayor and Aldermen. Staff identified the vicinity of the request along Bancroft Chapel Road. Staff stated that the annexation area is approximately 10 acres in size and includes approximately 300 feet of Bancroft Chapel Road. Staff confirmed that the annexation is owner-requested. Staff noted that the current zone of the parcel is Sullivan County R-1. Staff stated that the proposed City zone for the site is R-1B, which is comparable to the current county zone. Staff noted that Bloomingdale Utility controls the water at the site and that it is available. Staff noted that the street lights had been omitted from the plan of services at the applicant's request. Staff stated that the sole major expenditure for this annexation is from the sanitary sewer fund. Staff noted that they are working with the City Attorney and the City's Utility Manager to create a developer's agreement that would make the City's sewer fund whole if the developer does not build in a timely manner. Staff stated that this developer's agreement would accompany the annexation when it goes to the Board of Mayor and Aldermen for approval. No official action was taken.

## **VII. OTHER BUSINESS**

### 1. Approved Subdivisions

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

## **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**

With no further business, the meeting adjourned at 12:20p.m.