

**MINUTES OF A MEETING OF
THE PLANNING COMMISSION
THE CITY OF FOREST HILLS**

July 18, 2013

The Forest Hills Planning Commission (herein also the "Board") held its regular monthly meeting on July 18, 2013 at the City of Forest Hills, Nashville, Tennessee, beginning at 6:00 p.m. Chairman Winston Evans, presided. Also present were Mr. James Gardner, Mr. Sandy Moore, Mr. Em Ghianni, Mr. Blair Meyers, Mayor Coke, Commissioner Hyde, and Vice Mayor Lovell. Others present are shown on the attached sign-in sheet. A copy of the Agenda is also attached to these minutes

1. **Approval of the minutes of the June 20, 2013 meeting.** Chairman Evans made a motion to approve the minutes as submitted. Mr. Myers seconded the motion. The Board voted unanimously to adopt the minutes of the June 20, 2013 meeting.
2. **Letters of Credit: Safe Deposit Box- No action required.** The letter of credit for Steve Johnston was received and placed in the Forest Hills Safe Deposit Box.
3. **Final Plat Approval for Resubdivision of Lot One Johnston Brothers Subdivision.** Bruce Johnston explained the request to approve the final plat to subdivide his property of approximately 2.97 acres in RA zoning into two lots containing 1.72 and 1.25 acres. Mr. Johnston explained that the water line and new fire hydrant will be installed at the same time and by the same contractor being used by his brother, Steve Johnston, for the Johnston Brothers Subdivision. A letter of credit was offered to guarantee that these improvements be completed in a timely fashion. Chairman Evans asked for an opinion from Mr. Matt Foster, City Attorney. Mr. Foster recommended that the final plat be approved but not be recorded until the public improvements were made, reviewed, and signed off on by the City Engineer. Mr. Foster also explained to the board that Mr. Johnston would be unable to sell the lots in his subdivision until the final plat is recorded. Mr. Bruce Johnston had indicated that both brothers had prospective buyers for the lots and wanted to have the plats recorded quickly. Mr. Johnston requested that the final plat be recorded and to let the letters of credit stand as assurance that the public improvements would be made.

Mayor Coke offered the motion to conditionally approve the final plat, with the condition being that the final plat not be recorded until all required public improvements were complete and approved by the City Engineer. Mr. Gardner seconded the motion. The Commission voted unanimously to conditionally approve the final plat, requiring public improvements be made and approved before for final recording.

4. **Final Plat approval of the Hunter's Hill Subdivision.** Mr. Isaac Wantland requested approval for the final plat to consolidate two lots into one. The first lot, containing 6.2 acres, and the second, containing 4.16 acres, after consolidation, would be a 10.36 acre lot. There was a discussion regarding adjacent lots and original homeowner associations. Mr. Wantland stated that the original Homeowners association had been dissolved in 1998 and the surrounding land owner had expressed approval of the consolidation. Commissioner Hyde asked about the street and responsibility of maintenance of the street. Mr. Mort Stein, City Planner, noted that this was not a city street, but it was designed to city

specifications when created. Upon being asked, Mr. Foster, City Attorney, recommended that the final plat of consolidation be approved, subject to the following conditions: (1) correction and clarification of the name of the final plat, (2) Metro Nashville-Davidson County's approval of the abandonment of the public utility and drainage easement between the two lots, (3) the inclusion of city standard notes, (4) the owners of the Hillcrest Heights Subdivision and the Hunter's Hill Subdivision execute and record an agreement outlining responsibility for the private road, and (5) revision of the stated purpose for consolidation. Mr. Brad Bivens, City Engineer, and Mr. Stein agreed with these recommendations.

Mr. Meyers made a motion to approve the consolidation plot subject to fulfilling the conditions recommended by Mr. Foster, Bivens, and Stein. Commissioner Hyde seconded it, and the motion carried by unanimous vote.

5. **Discussion of Updates to Subdivision Regulations.** Mr. Matt Foster explained that he was reviewing and revising the City's subdivision regulations as previously instructed. He asked for any additional comments by the Planning Commission to be submitted in writing. Specifically, the subdivision regulations address the major street plan, subdivision process, and technical design specifications. The new subdivision process would delineate major and minor subdivisions by degree or material changes requested. Minor subdivisions would in part be handled by Forest Hills Staff and major subdivisions would be subject to the planning commission's oversight. Regarding subdivision rules and process, Commissioner Hyde expressed the need for better clarity between major and minor subdivisions. There was also general discussion about the board responsibility to determine major and minor subdivisions. More discussion was planned on this topic.

A Motion to adjourn was moved, seconded, and approved unanimously.