



TOWN OF ASHLAND CITY

Planning Commission Meeting

March 07, 2022 5:30 PM

Agenda

Chairman: Steven Stratton

Committee Members: Steve Allen, Vivian Foston, Gerald Greer, Mike Smith, Mike Stuart

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) February 07, 2022 Planning Commission Meeting Minutes

CALL TO ORDER

ELECT OFFICERS

PUBLIC FORUM

OLD BUSINESS

NEW BUSINESS

1. Zoning and Future Growth Discussion
- [2.](#) Plat Amendment Parcel 064-011.01
- [3.](#) Minor Subdivision Application
- [4.](#) Site Plan Approval 2437 Bell Street
- [5.](#) Site Plan Approval 1209 Hwy 12S
- [6.](#) Amend By-Laws and Rules of Procedure

OTHER

ADJOURNMENT

Those with disabilities who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting, should contact the ADA Coordinator at 615-792-7553, M-F 8:00 AM – 4:00 PM. The town will make reasonable accommodations for those persons.



TOWN OF ASHLAND CITY
Planning Commission Meeting
February 07, 2022 5:30 PM
Minutes

CALL TO ORDER

Vice-Chairman Greer called the meeting to order at 6:17 p.m.

ROLL CALL

PRESENT

Committee Member Steve Allen
Committee Member Vivian Foston
Committee Member Gerald Greer
Committee Member Michael Smith
Committee Member Mike Stuart

ABSENT

Chairman Steven Stratton

APPROVAL OF AGENDA

A motion was made by Committee Member Stuart, seconded by Committee Member Allen, to approve the agenda. All approved by voice vote.

APPROVAL OF MINUTES

1. January 03, 2022 Planning Commission Meeting Minutes

A motion was made by Committee Member Stuart, seconded by Committee Member Foston, to approve the January 3, 2022 Planning Commission Meeting Minutes. All approved by voice vote.

PUBLIC FORUM

None.

OLD BUSINESS

2. Temporary Use Permits Discussion

Vice-Chairman Greer stated that this went before the Council in Ordinance form and it was sent back to the Planning Commission to make some changes. Mr. Kevin Thompson stated that he reached out to other cities to get more guidance. He stated that most of the cities he spoke with stated that they charge \$25.00 for the permit and that most had a limitation on how many they issue per year. Vice-Chairman Greer stated that there needed to be specific requirements so that these are not popping up everywhere. After much discussion, the committee members requested that the following changes be made: one (1) permit per location per year, the permit will be issued to the location on the application, the permit will be issued for April 1st thru November 1st from 7:00 a.m. to 7:00 p.m. daily, all temporary structures shall be removed daily, all temporary structures shall be set back no less than 30 feet, adequate off-road parking must be provided, current Cheatham County and Ashland City business license must be provided. A motion was made by Committee Member Stuart, seconded by Committee Member Smith, to approve the temporary use permit with changes. Voting Yea: Committee Member Allen, Committee Member Foston, Committee Member Greer, Committee Member Smith, Committee Member Stuart.

NEW BUSINESS

3. Parking spots for Financial and Real Estate Offices Discussion

Ms. Valerie Kemp stated that they purchased the lot between Kangaroo and KFC and they have now sold the property to Legends Bank on a contingency. She stated that the building will be

2,064sq feet and the drawing shows ten (10) parking spaces. Ms. Kemp stated that the reason she is coming before the board is because the zoning ordinance states that financial institutions and real estate offices are required to have a parking space for every 200sq foot of building space plus one (1) space per employee. She stated that if going by the current law, the bank would need fifteen (15) spaces to meet this requirement, and we are proposing that the law be changed to one (1) space per 450sq foot plus one (1) per employee. Ms. Kemp stated that the branch will have four (4) full-time employees with a possible fifth part-time employee. She stated that if we looked at all the bank parking lots, we would see that a lot of them are empty since the majority of banking needs can be done online or through a mobile device. Ms. Kemp stated that a recent US internet banking survey stated revealed that only 20% of consumers reported physically going into a bank in the last twelve (12) months. She stated that with the change her site plan would qualify. Mr. Gregory stated that parking standards are based on studies done nationwide and they are on an irregular basis. He stated that the most lenient parking requirements we have are for consulting and administrative services at 400sq feet. Mr. Gregory stated that if that would work for what she is doing he would recommend that. Ms. Kemp stated that would work. A motion was made by Committee Member Stuart, seconded by Committee Member Smith, to request an amendment. Voting Yea: Committee Member Allen, Committee Member Foston, Committee Member Greer, Committee Member Smith, Committee Member Stuart.

4. Site Plan Approval: Ashland City C-Store

Mr. Gregory stated that this was approved a year ago for the same property and the same size building at the same location. He stated that there were a few items that we asked them to address then and it was water quality, details concerning the bridge box culvert geometric functionality, structural integrity should be reviewed, add signage, striping and any other construction details to the plan, and add specifications for sewer pump requirements. Mr. Gregory stated that those were the engineer's comments then. He stated that on the plans they submitted this time, the landscaping is in the State right-of-way so they need to clean that up and comply with our landscaping requirements. Mr. Gregory stated that the sign is shown at the right-of-way and needs to be moved back to ten (10) feet, and their legend shows only 29 parking spaces required and should show 43. Vice-Chairman Greer stated that he is concerned about the creek and any spillage of toxic chemicals would go directly into our water supply. He asked if they are grading this so that it goes away from it. Mr. Gregory confirmed that they are. Vice-Chairman Greer asked if this was approved last year. Mr. Gregory stated that it was with those corrections. A motion was made by Committee Member Stuart, seconded by Committee Member Foston, to approve the site plan as long as the engineer and planner's suggestions are met. Voting Yea: Committee Member Allen, Committee Member Foston, Committee Member Greer, Committee Member Smith, Committee Member Stuart.

OTHER

Mr. Gregory stated that we did not renew the officers at the January meeting and it will need to be added to next month's agenda.

Vice-Chairman Greer stated that our Bylaws need to be amended to match TCA and the Municipal Code. He stated the amendment would be for item F under section II.

ADJOURNMENT

A motion was made by Committee Member Stuart, seconded by Committee Member Smith, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 7:26 p.m.

CHAIRWOMAN MELODY SLEEPER

CITY RECORDER ALICIA MARTIN



Ashland City Fire, Building & Life Safety Department

101 Court Street
Ashland City TN 37015
Fire & Life Safety: (615) 792-4531 – Building Codes (615) 792-6455

SUBDIVISION APPLICATION

APPLICANT NAME: Hussaen Ismail

ADDRESS: Highway 12 s / Caldwell rd
64/11.01 Tax Map / Parcel

TELEPHONE: 615 440 0419

PROJECT NAME: Highway 12 s / Caldwell rd

NUMBER OF LOTS: 2

PLANNING COMMISSION FEES: \$150

Minor Subdivision (Four lots or less): \$150.00

Plat Amendment: \$150.00

Major Subdivision: \$250.00

Note: Mylar shall be presented at the time of Final Subdivision Plat Approval and must be signed by all parties except for Secretary of the Planning Commission.

Having submitted plans for review by the Ashland City Planning Commission, I understand that I am responsible for all review fees incurred by the Town of Ashland City. I understand that the fee paid at the time of submittal is not applicable for the fees incurred through review. With my signature, I verify that I fully understand that I am responsible for said fees, and that I have received a copy of Ordinance #165.


Applicant's Signature

2-14-22
Date



101 Court Street
 Ashland City TN 37015
 Fire & Life Dept (615) 782-4541 - Building Codes (615) 782-6471

SUBDIVISION APPLICATION

APPLICANT NAME: _____
 ADDRESS: _____
 TELEPHONE: _____
 PROJECT NAME: _____
 NUMBER OF LOTS: _____
 PLANNING COMMISSION FEE: _____

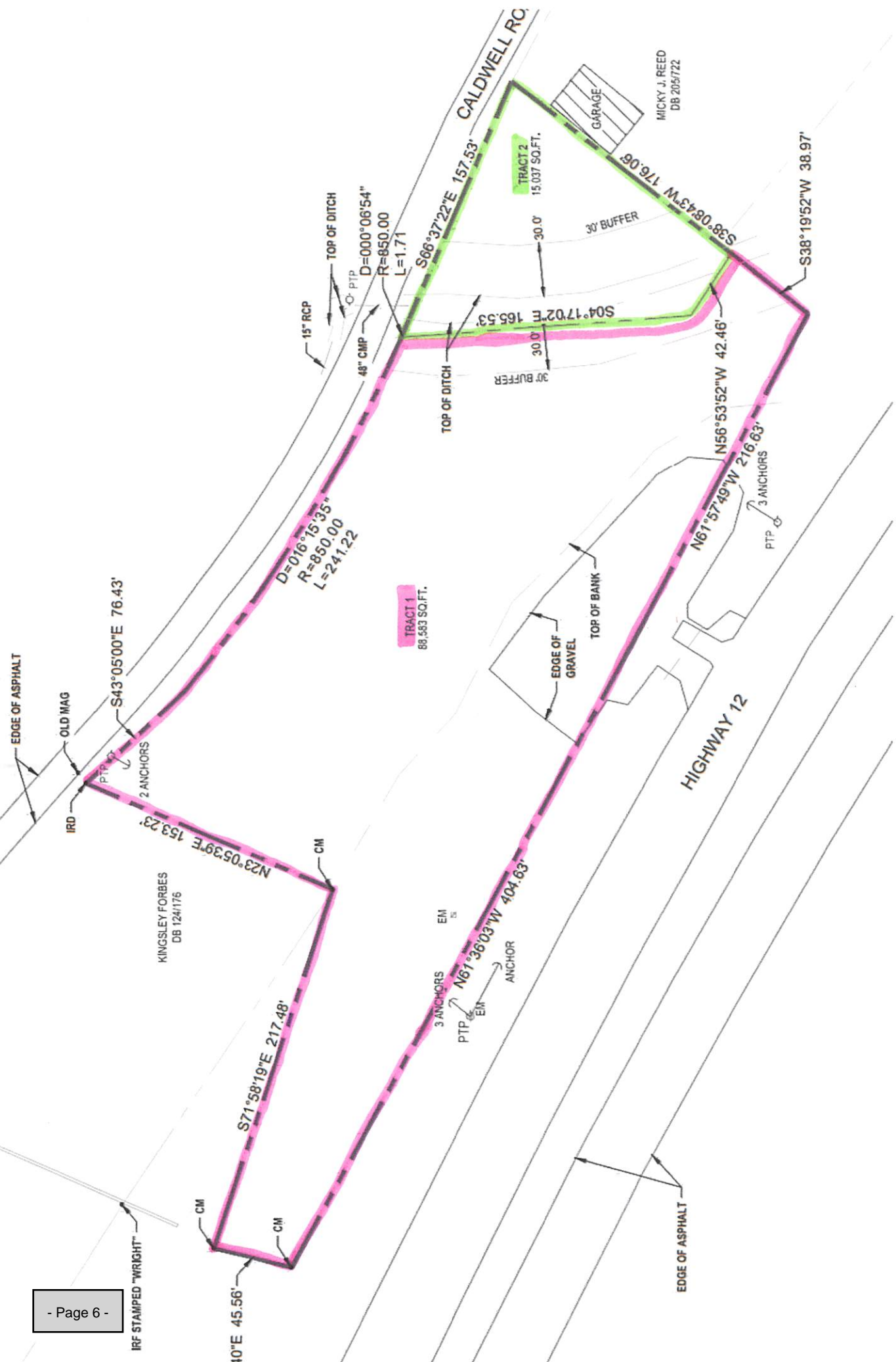
Minor Subdivision (Four lots or less): \$150.00
 Plat Amendment: \$150.00
 Major Subdivision: \$250.00

Note: Applicant shall be present at the final Subdivision Plat and must be ready to sign the Plat and receive the final Plat from the Secretary of the Planning Commission.

Having read and signed the Subdivision Plat and received a copy of the Plat from the Secretary of the Planning Commission, I hereby certify that the Plat is correct and that I have received a copy of the Plat from the Secretary of the Planning Commission.

 Date

 Applicant's Signature



BELLE LAND SURVEYING
 1104 PARQUE ROAD
 ASHLAND CITY, TN 37019
 (615) 842-9746
 CASE NO. 17-60
 DATE: DECEMBER 01, 2021
 ASHLAND CITY, CHEATAM COUNTY, TENNESSEE
 DEDICATION MAP/PLAN/RECORDING NO. 482
 TAX MAP/PARCEL/64/11.01

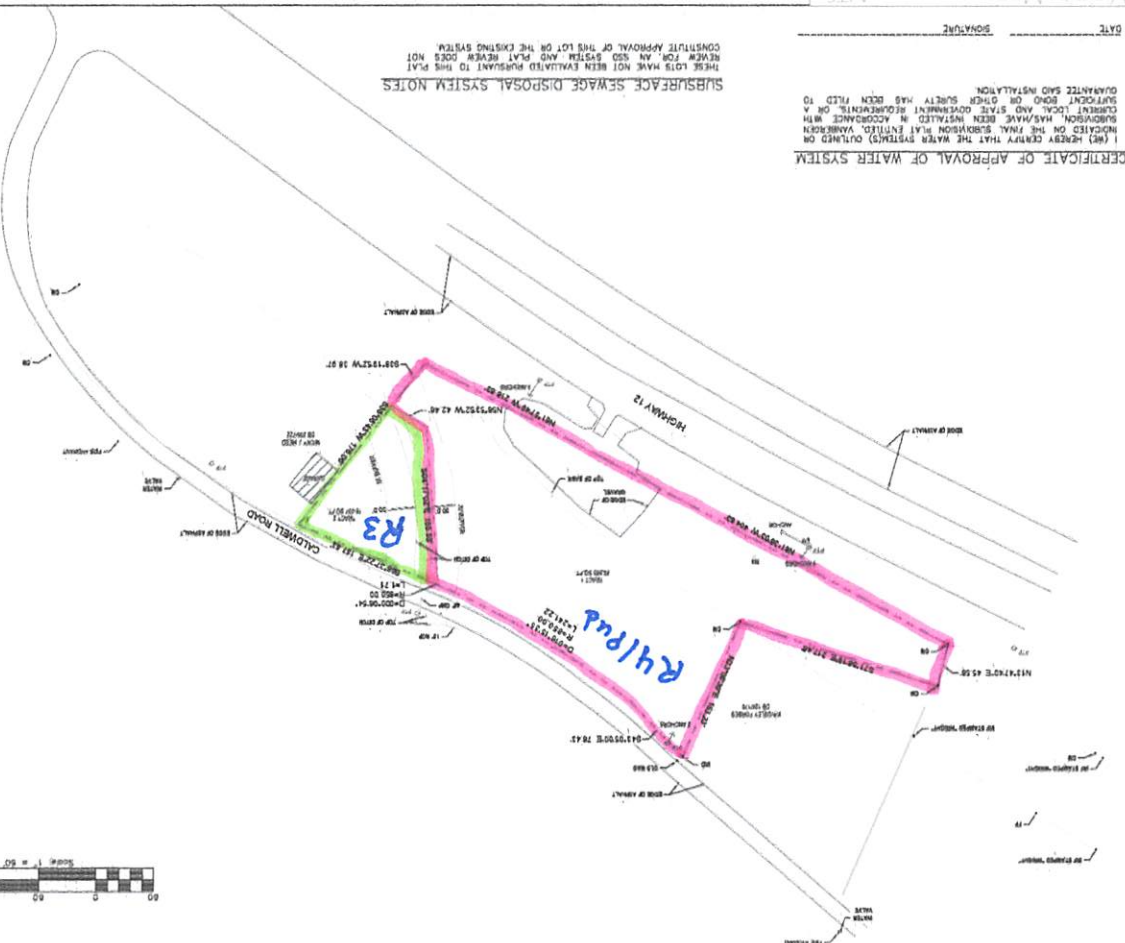


HIGHWAY 12 SUBDIVISION



CERTIFICATE OF APPROVAL OF WATER SYSTEM
 I HEREBY CERTIFY THAT THE WATER SYSTEM(S) OUTLINED ON THIS SURVEY HAS/HAVE BEEN INSTALLED IN ACCORDANCE WITH CURRENT LOCAL AND STATE DEPARTMENT REQUIREMENTS. ON A SUBDIVISION, HAS/HAVE BEEN INSTALLED IN ACCORDANCE WITH DEPARTMENT REQUIREMENTS FOR AN SSO SYSTEM AND PLANT INSEWER DOES NOT QUANTITATE SAID INSTALLATION.
 DATE: _____ SIGNATURE: _____

SUBSURFACE SEWAGE DISPOSAL SYSTEM NOTES
 THIS LOT HAS NOT BEEN EVALUATED FOR THIS PLANT INSEWER APPROVAL OF THIS LOT FOR THE EXISTING SYSTEM.



CERTIFICATE OF OWNERSHIP AND DEDICATION
 I HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AS EVIDENCE IN BOOK NUMBER 528, PAGE 482, COUNTY REGISTERS OFFICE, AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTION LINES, AND THAT OFFERS OF IRREVOCABLE DEDICATION FOR ALL PUBLIC WAYS, UTILITIES, AND OTHER FACILITIES HAVE BEEN FILED.
 Name: _____ Hussain Ismail, Phone: 615-440-0419
 2121 Highway 12 South, Unit 104
 Ashland City, TN 37019
 Date: _____

SURVEYOR'S CERTIFICATE
 I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS IS A TRUE AND ACCURATE SURVEY OF THE PROPERTY SHOWN, HEREON; THAT THIS IS A CLASS "A" LAND SURVEY AS DEFINED IN TITLE 62, CHAPTER 18, TENNESSEE CODE ANNOTATED, AND THAT THE RATIO OF PRECISION IS GREATER THAN OR EQUAL TO 1:10,000.
 Name: STEVEN D. BELLE
 Date: DECEMBER 1, 2021

COMMISSION APPROVAL
 I HEREBY CERTIFY THAT THE SUBDIVISIONS PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS.
 WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION, AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGISTER.
 DATE: _____
 SECRETARY, PLANNING COMMISSION

GENERAL NOTES
 1. THE PURPOSE OF THIS PLAT IS TO CREATE TWO TRACTS EXAMINERS FOR LAND SURVEYOR'S FOR THE STATE OF TENNESSEE, DATED SEPTEMBER 29, 1980.
 2. THIS SURVEY MEETS THE REQUIREMENTS OF AN "URBAN LAND SURVEY" AS PER CHAPTER 08220-3 OF STANDARDS OF PRACTICE AS ADOPTED BY THE BOARD OF EXAMINERS FOR LAND SURVEYOR'S FOR THE STATE OF TENNESSEE.
 3. ALL LOTS ARE TO BE SERVED BY PUBLIC WATER AND SANITARY SEWER INDIVIDUAL WATER AND SANITARY SEWER SERVICE LINES ARE REQUIRED FOR EACH PARCEL. MINIMUM BUILDING SETBACKS ARE DETERMINED BY THE CHEATAM COUNTY ZONING REGULATIONS. PROPERTY IS ZONED R1 LOW DENSITY RESIDENTIAL.
 4. THE PROPERTY SHOWN HEREON CONTAINS 107,724 SQUARE FEET OR 2.473 ACRES OF LAND, MORE OR LESS.
 5. PROPERTY CORNERS SHOWN THUS -0- ARE MARKED BY IRON RODS.
 6. THE PROPERTY SHOWN HEREON IS NOT LOCATED IN A FLOOD ZONE.
 7. THE PROPERTY SHOWN HEREON IS NOT LOCATED IN A FLOOD ZONE PER THE LATEST FLOOD INSURANCE PROGRAM MAP PANEL NO. 47021C-0251D, EFFECTIVE SEPTEMBER 17, 2010.
 8. BEARINGS SHOWN ARE ON THE SURVEY ARE STATE PLANE.



Ashland City Fire, Building & Life Safety Department

101 Court Street
Ashland City TN 37015
Fire & Life Safety: (615) 792-4531 – Building Codes (615) 792-6455

SUBDIVISION APPLICATION

APPLICANT NAME: Richard A. Johnson

ADDRESS: 475 Gloria Circle
Ashland City, TN 37015

TELEPHONE: 615-417-4878 ~~615-417-4878~~

PROJECT NAME: Johnson Lots

NUMBER OF LOTS: 3

PLANNING COMMISSION FEES: _____

Minor Subdivision (Four lots or less): \$150.00

Plat Amendment: \$150.00

Major Subdivision: \$250.00

Note: Mylar shall be presented at the time of Final Subdivision Plat Approval and must be signed by all parties except for Secretary of the Planning Commission.

Having submitted plans for review by the Ashland City Planning Commission, I understand that I am responsible for all review fees incurred by the Town of Ashland City. I understand that the fee paid at the time of submittal is not applicable for the fees incurred through review. With my signature, I verify that I fully understand that I am responsible for said fees, and that I have received a copy of Ordinance #165.

Richard A. Johnson

Applicant's Signature

2/22/22

Date



CERTIFICATE OF APPROVAL FOR RECORDING
 I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HERON HAS BEEN FOUND TO COMPLY WITH THE ASHLAND CITY SUBDIVISION REGULATIONS, WITH THE EXCEPTION OF SUCH WARRANTIES, IF ANY, AS ARE NOTED IN THE MAPS OF THE PLANNING COMMISSION, AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGIS-

DATE _____

RECEIVED _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

STATE OF TENNESSEE, COUNTY OF CHEATHAM
 REGISTERED
 I HEREBY CERTIFY THAT I AM (WE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HERON AS INDICATED IN BOOK NUMBER _____ PAGE _____ AND THAT I (WE) HAVE RECEIVED ALL NECESSARY PERMITS AND APPROVALS FROM THE ASHLAND CITY SUBDIVISION REGULATIONS, WITH THE EXCEPTION OF SUCH WARRANTIES, IF ANY, AS ARE NOTED IN THE MAPS OF THE PLANNING COMMISSION, AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGIS-

DATE _____

RECEIVED _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

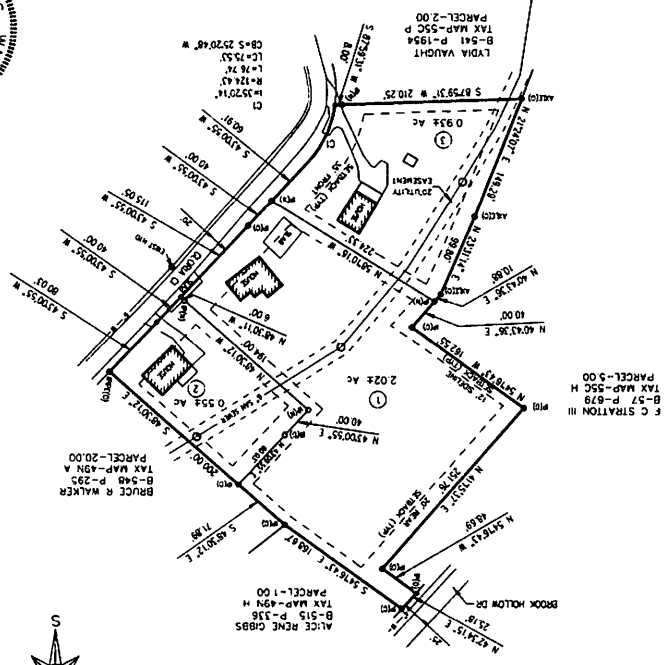
CERTIFICATE OF APPROVAL OF SEWER SYSTEM
 I HEREBY CERTIFY THAT THE SEWER SYSTEM OUTLINED OR INDICATED ON THE FINAL SUBDIVISION PLAT ENCLOSED OR HAS/HAVE BEEN INSTALLED IN ACCORDANCE WITH CURRENT LOCAL AND STATE GOVERNMENT RECORDING REQUIREMENTS, OR A SURVEY OF OTHER SURETY HAS BEEN FILED TO GUARANTEE SAID INSTALLATION.
 MAKE TITLE AND AGENCY OR AUTHORITY ZED APPROX NO AGENT NUMBER 1070
 DATE _____

CERTIFICATE OF APPROVAL OF WATER SYSTEM
 I HEREBY CERTIFY THAT THE WATER SYSTEM(S) OUTLINED OR INDICATED ON THE FINAL SUBDIVISION PLAT ENCLOSED OR HAS/HAVE BEEN INSTALLED IN ACCORDANCE WITH CURRENT LOCAL AND STATE GOVERNMENT RECORDING REQUIREMENTS, OR A SURVEY OF OTHER SURETY HAS BEEN FILED TO GUARANTEE SAID INSTALLATION.
 MAKE TITLE AND AGENCY OR AUTHORITY ZED APPROX NO AGENT NUMBER 1070
 DATE _____

NOTES
 1. THE PURPOSE OF THE PLAT IS TO CREATE A THREE LOT SUBDIVISION.
 2. THE BASE OF THE BENCHMARK SHOWN ARE TRUE NORTH.
 3. A FIRST HIGHLIGHT IS LOCATED WITHIN 500' OF PROPERTY.
 4. SUBJECT PROPERTY DOES NOT LIE WITHIN A 100-YEAR FLOODPLAIN OR FLOODWAY ACCORDING TO FIRM MAP 47021001703C, DATED 2-28-2021

I HEREBY CERTIFY THAT THIS SURVEY WAS DONE IN COMPLIANCE WITH THE CURRENT TENNESSEE MINIMUM STANDARDS OF PRACTICE AS ADOPTED BY THE TENNESSEE STATE BOARD OF EXAMINERS FOR LAND SURVEYORS FOR A CATEGORY I SURVEY AND THE RATIO OF PROVISION OF THE UNADJUSTED SURVEY IS 1:157,179 AS SHOWN HERON.
 WINSTON GAFFRON JR.
 CIVIL ENGINEER AND LAND SURVEYOR
 8841 ROLLING HILLS DR
 NASHVILLE, TN 37221
 615-848-6073

WINSTON GAFFRON JR TN NO 1070



LEGEND
 (S) IRON PIN (OLD)
 (M) IRON PIN (NEW)
 (N) PK NAIL (NEW)
 (P) PIPE (OLD)
 (O) POST (OLD)
 (D) STAKE (OLD)
 (C) STAKE (OLD)
 (P) PLANNED STONE (O)
 * POINT
 x FENCE

FINAL PLAT
 RICHARD A JOHNSON THREE LOT SUBDIVISION
 OWNER AND DEVELOPER: RICHARD A JOHNSON
 110 GLORIA DR
 ASHLAND CITY, TN 37015
 615-417-4878
 TAX MAP-49N H PARCEL-5.02
 TAX MAP-49N H PARCEL-5.03
 TAX MAP-55C P PARCEL-1.00
 PROPERTY ZONED R3
 GLORIA CIRCLE
 SUBDIVISION AREA= 3.504 AC
 ASHLAND CITY
 CHEATHAM COUNTY TENN
 10-20-2021

DATE _____

CERTIFICATE OF APPROVAL OF WATER SYSTEM
 I HEREBY CERTIFY THAT THE WATER SYSTEM(S) OUTLINED OR INDICATED ON THE FINAL SUBDIVISION PLAT ENCLOSED OR HAS/HAVE BEEN INSTALLED IN ACCORDANCE WITH CURRENT LOCAL AND STATE GOVERNMENT RECORDING REQUIREMENTS, OR A SURVEY OF OTHER SURETY HAS BEEN FILED TO GUARANTEE SAID INSTALLATION.
 MAKE TITLE AND AGENCY OR AUTHORITY ZED APPROX NO AGENT NUMBER 1070
 DATE _____

DATE _____

CERTIFICATE OF APPROVAL OF SEWER SYSTEM
 I HEREBY CERTIFY THAT THE SEWER SYSTEM(S) OUTLINED OR INDICATED ON THE FINAL SUBDIVISION PLAT ENCLOSED OR HAS/HAVE BEEN INSTALLED IN ACCORDANCE WITH CURRENT LOCAL AND STATE GOVERNMENT RECORDING REQUIREMENTS, OR A SURVEY OF OTHER SURETY HAS BEEN FILED TO GUARANTEE SAID INSTALLATION.
 MAKE TITLE AND AGENCY OR AUTHORITY ZED APPROX NO AGENT NUMBER 1070
 DATE _____

DATE _____

CERTIFICATE OF SURVEY ACCURACY
 I (WE) HEREBY CERTIFY THAT TO THE BEST OF MY (OUR) KNOWLEDGE AND BELIEF THIS IS A TRUE AND ACCURATE SURVEY OF THE PROPERTY SHOWN HERON. THAT THIS IS A CATEGORY II LAND SURVEY AS DEFINED IN TITLE 82, CHAPTER 18, ASHLAND CITY SUBDIVISION REGULATIONS, WITH THE EXCEPTION OF SUCH WARRANTIES, IF ANY, AS ARE NOTED IN THE MAPS OF THE PLANNING COMMISSION, AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGIS-

DATE _____

OWNER _____

DATE _____

OWNER _____

DATE _____

OWNER _____

WINSTON GAFFRON JR.
CIVIL ENGINEER AND LAND SURVEYOR
8441 ROLLING HILLS DRIVE
NASHVILLE, TN 37221

DEED DESCRIPTION
RICHARD A JOHNSON THREE LOT SUBDIVISION
TRACT 1
2.02+/- ACRES
11-11-2021

COMMENCING AT AN IRON PIPE, THE SOUTHEAST CORNER BRUCE R WALKER
(TAX MAP-49N A PARCEL-20.00),

THENCE, S 43°00'55" W, A DISTANCE OF 120.03' TO A POINT ON A CONCRETE SLAB,
THE POINT OF BEGINNING, IN THE WESTERLY MARGIN OF GLORIA CIRCLE, BEING TWENTY
FEET FROM THE CENTER OF SAID ROAD AND BEING THE SOUTHEAST CORNER OF TRACT 2;

THENCE, WITH THE WESTERLY MARGIN OF GLORIA CIRCLE,
S 43°00'55" W, A DISTANCE OF 115.05' TO AN IRON PIN AND
S 43°00'55" W, A DISTANCE OF 40.00' TO AN IRON PIN;

THENCE, WITH THE NORTHERLY LINE OF TRACT 3,
N 58°10'16" W, A DISTANCE OF 224.33' TO AN IRON PIN;

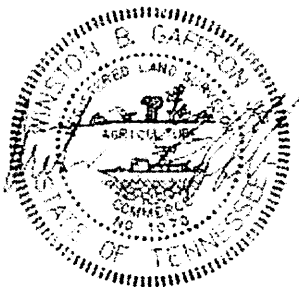
THENCE, WITH THE LINES OF F C STRATTON III (TAX MAP-55C H PARCEL-5.00),
N 40°43'36" E, A DISTANCE OF 40.00' TO AN IRON PIN,
N 54°16'43" W, A DISTANCE OF 162.55' TO AN IRON PIN,
N 41°15'37" E, A DISTANCE OF 251.76' TO AN IRON PIN AND
N 54°16'43" W, A DISTANCE OF 48.69' TO AN IRON PIN;

THENCE, WITH THE EASTERLY MARGIN OF BROOK HOLLOW ROAD, BEING TWENTY FIVE FEET
FROM THE CENTER OF SAID ROAD,
N 42°34'15" E, A DISTANCE OF 25.18' TO AN IRON PIN;

THENCE, WITH THE SOUTHERLY LINE OF ALICE RENE GIBBS
(TAX MAP-49N H PARCEL-1.00),
S 54°16'43" E, A DISTANCE OF 168.67' TO AN IRON PIN;

THENCE, WITH THE SOUTHERLY LINE OF BRUCE R WALKER
(TAX MAP-49N A PARCEL-20.00),
S 48°30'12" E, A DISTANCE OF 71.89' TO AN IRON PIN;

THENCE, WITH THE LINES OF TRACT 2,
S 43°00'55" W, A DISTANCE OF 80.03' TO AN IRON PIN,
S 43°00'55" W, A DISTANCE OF 40.00' TO AN IRON PIN,
S 48°30'12" E, A DISTANCE OF 194.00' TO AN IRON PIN AND
S 48°30'11" E, A DISTANCE OF 6.00'
TO THE POINT OF BEGINNING, CONTAINING 2.02 ACRES, MORE OR LESS.





Ashland City Fire, Building & Life Safety Department

101 Court Street
Ashland City TN 37015

Fire & Life Safety: (615) 792-4531 – Building Codes (615) 792-6455

APPLICATION FOR SITE PLAN APPROVAL

Date Received: 2/10/2022

Property Address: 2437 BELL ST
ASHLAND CITY, TN 37015

Map # 55E Parcel # _____ Acreage: 6.51

Property Owner(s): B001.00
ASHLAND RENTALS LLC
3699 SWEETHOME RD

Phone: STEVE 615-504-8762 ASHLAND CITY, TN 37015

Description of project being reviewed: _____

WE HAVE (2) NEW CONSTRUCTION BUILDS GOING
HERE AND NEED TO AMEND THE PUD IN ATTEMPT
TO BUILD (6) MORE HOUSES.

Having submitted plans for review by the Ashland City Planning Commission, I understand that I am responsible for all review fees incurred by the Town of Ashland City. In understand that the fee paid at the time of submittal is not applicable for the fees incurred through review. With my signature, I verify that I fully understand that I am responsible for said fees, and that I have received a copy of Ordinance #165.

ASHLAND CITY PLANNING COMMISSION SITE PLAN REVIEW FEE: \$100.00

NEXT SCHEDULED MEETING: _____

[Signature]
Applicant's Signature

2/10/2022
Date

DATE PLOTTED: 12/14/2006 10:53 AM

SHEET C2.1
DATE: 6-9-17
SCALE: 1" = 50'
DRAWN BY: DCM
CHECKED BY: KAC/0017
PROJECT: 150071705004-ADDITION
LANS

TITLE
SITE GEOMETRICS PLAN
MULTI-FAMILY SITE PLAN FOR
2543 BELL ST TOWNHOMES
ASHLAND CITY, CHEATHAM COUNTY, TENNESSEE



FellerFinch
6 ASSOCIATES, INC.
Engineers & Land Planners

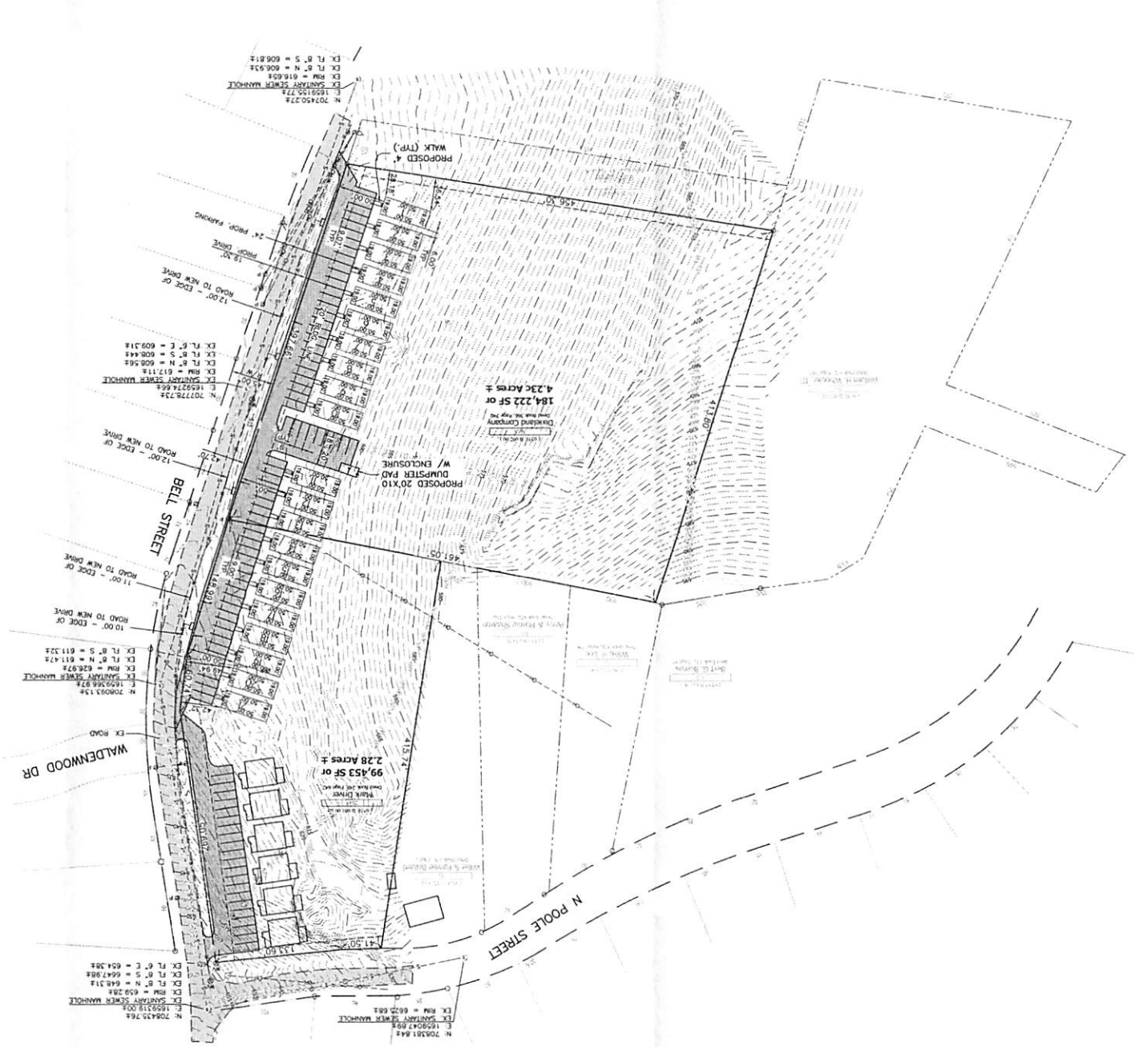
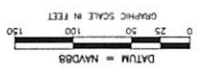
725 Cool Springs Blvd., Suite 600
Franklin, Tennessee 37077
Phone: (615) 943-0020
www.fellerfinch.com



DATE REVISION YOU DID

LEGEND

[Hatched Box]	PROPOSED ASPHALT
[Dashed Line]	EXISTING WATERLINE
[Dashed Line]	EXISTING OVERHEAD ELECTRIC
[Dashed Line]	EXISTING TELEPHONE
[Dashed Line]	EXISTING CABLELINE
[Dashed Line]	EXISTING SANITARY SEWER
[Dashed Line]	EXISTING STORM SEWER





Fire, Building & Life Safety
Department

Ashland City Fire, Building & Life Safety Department

101 Court Street
Ashland City TN 37015
Fire & Life Safety: (615) 792-4531 – Building Codes (615) 792-6455

SUBDIVISION APPLICATION

APPLICANT NAME: Action TN Construction LLC

ADDRESS: 1209 Hwy 12 S.

Ashland City, TN 37015

TELEPHONE: 615-417-7659 Mark / 615-604-5713 Mike

PROJECT NAME: Hwy 12 & Marrowbone

NUMBER OF LOTS: 39

PLANNING COMMISSION FEES: _____

Minor Subdivision (Four lots or less): \$150.00

Plat Amendment: \$150.00

Major Subdivision: \$250.00

Note: Mylar shall be presented at the time of Final Subdivision Plat Approval and must be signed by all parties except for Secretary of the Planning Commission.

Having submitted plans for review by the Ashland City Planning Commission, I understand that I am responsible for all review fees incurred by the Town of Ashland City. In understand that the fee paid at the time of submittal is not applicable for the fees incurred through review. With my signature, I verify that I fully understand that I am responsible for said fees, and that I have received a copy of Ordinance #165.

Applicant's Signature

2/24/22

Date

The first of the two main parts of the book is a historical survey of the development of the theory of the firm. This part is written in a very readable style and is a good starting point for those who are new to the subject. The second part is more technical and deals with the theory of the firm in a more formal way. It is written in a more rigorous style and is more suitable for those who are already familiar with the subject.

The book is written in a very readable style and is a good starting point for those who are new to the subject.

SITE PLAN FOR

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

HIGHWAY 12 SOUTH
ASHLAND CITY, TN
CHEATHAM COUNTY

SHEET INDEX

NOTE	PROJECT NOTES
C1.01	DEMO AND INITIAL EP&SC
C1.02	SITE LAYOUT
C1.03	GRADING PLAN
C1.04	DRAINAGE PLAN
C1.05	INTERMEDIATE EP&SC
C1.06	UTILITY LAYOUT
C1.07	FINAL STABILIZATION
C2.01	CONSTRUCTION DETAILS
C2.02	CONSTRUCTION DETAILS
C2.03	CONSTRUCTION DETAILS
C2.04	CONSTRUCTION DETAILS
C2.03	CONSTRUCTION DETAILS



3070 GLENVIEW AVENUE, SUITE 200
MEMPHIS, TN 38117
PH: (901) 502-2000 FAX: (901) 502-4149
www.klobere.com



JOSHUA A. YORK, P.E. No. 113123

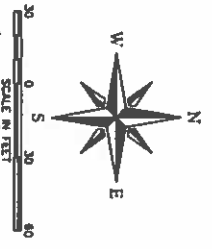
NOT FOR CONSTRUCTION



Vicinity Map

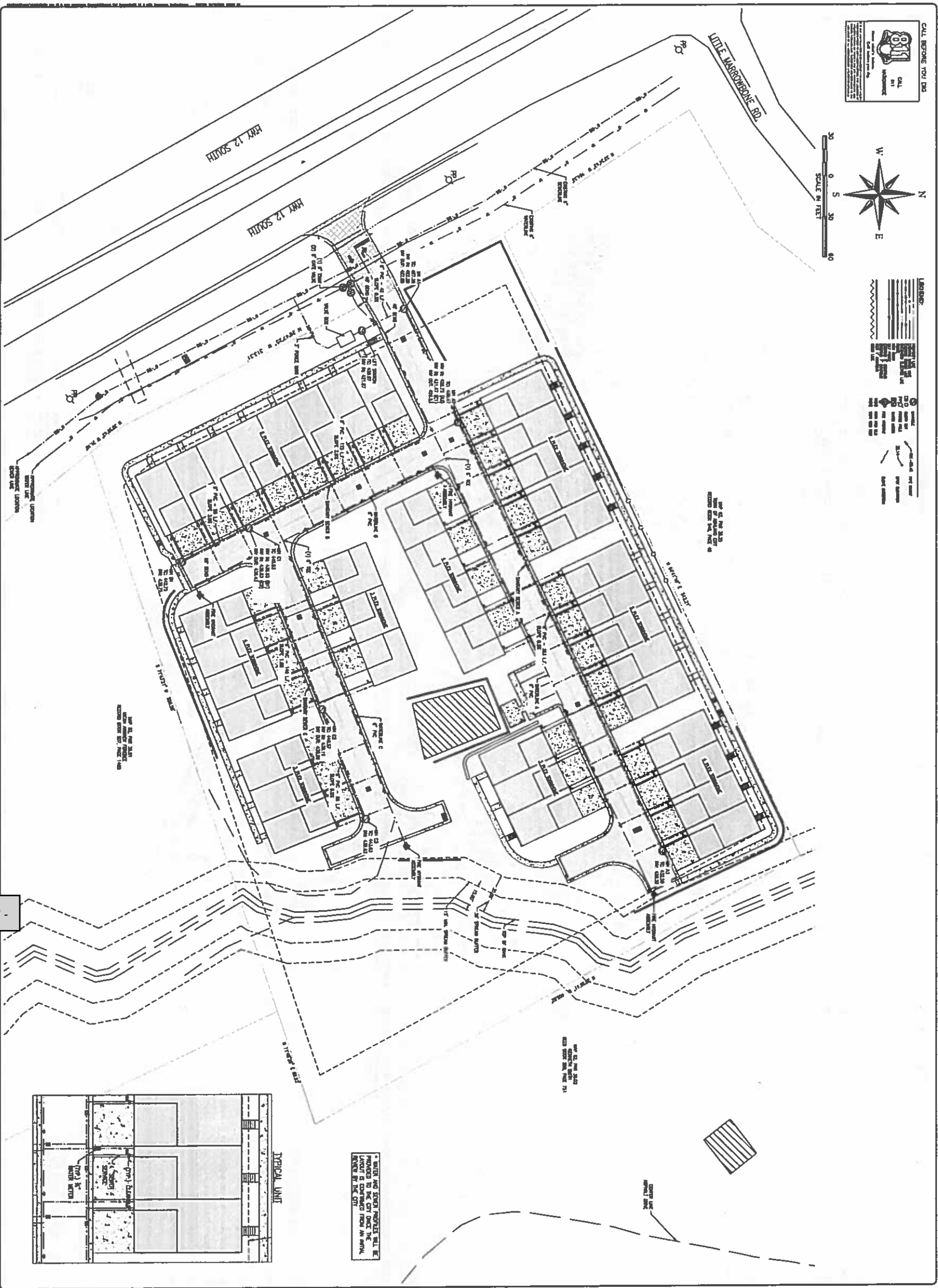
DATE: 12/15/2021

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

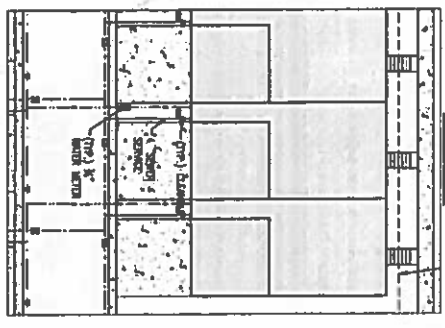


LEGEND

[Symbol]	Proposed Building Footprint
[Symbol]	Proposed Driveway
[Symbol]	Proposed Walkway
[Symbol]	Proposed Utility Line
[Symbol]	Proposed Storm Sewer Line
[Symbol]	Proposed Water Main Line
[Symbol]	Proposed Gas Line
[Symbol]	Proposed Sewer Line
[Symbol]	Proposed Easement
[Symbol]	Proposed Right-of-Way
[Symbol]	Proposed Survey Boundary
[Symbol]	Proposed Elevation
[Symbol]	Proposed Spot Elevation
[Symbol]	Proposed Contour
[Symbol]	Proposed Spot Contour
[Symbol]	Proposed Spot Elevation
[Symbol]	Proposed Spot Contour
[Symbol]	Proposed Spot Elevation
[Symbol]	Proposed Spot Contour



- Page 17 -



* WATER AND SEWER MAINS SHALL BE PROVIDED TO THE CITY DUCT THE MAINS IS TO BE PROVIDED FROM AN ADJACENT STREET TO THE CITY.

DRAWN BY: _____
 CHECKED BY: _____
 PROJECT NO.: _____
 SHEET NO.: _____
C1.06
 UTILITY LAYOUT

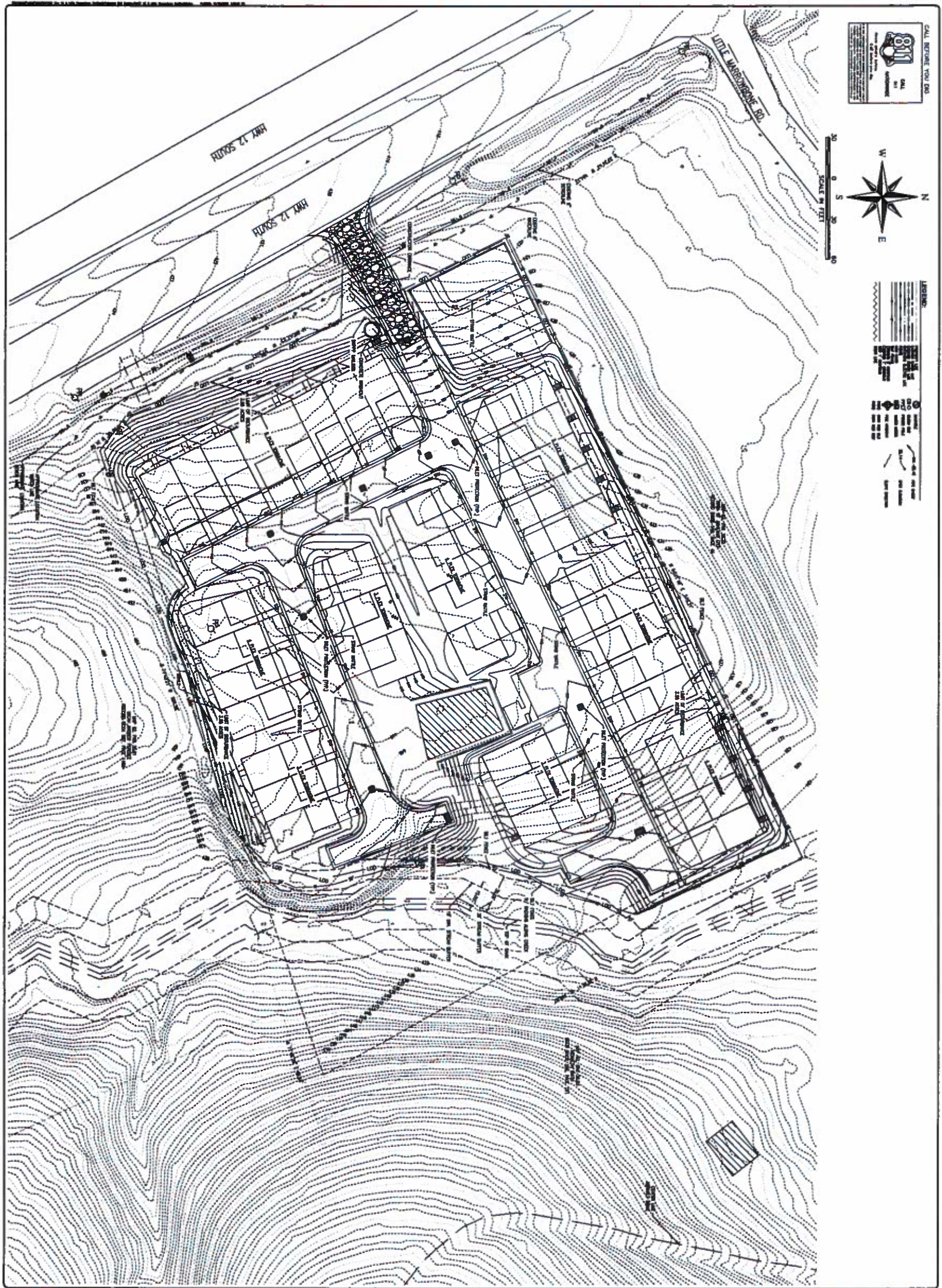
HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES
 1107 HIGHWAY 12 SOUTH
 ASHLAND CITY, TN
 CHEATAM COUNTY

NOT FOR CONSTRUCTION
 JOURNAL & LOCK, P.E. (No. 1231)

REVISIONS		
NO.	DATE	DESCRIPTION

KLOBER ENGINEERING SERVICES
 SERVING CLIENTS WITH CIVIL, ENGINEERING & LAND DEVELOPMENT SERVICES
 3040 TOM ALSTON HWY., SUITE 1, SPRINGFIELD, TN 37172
 PHONE (615) 342-2900 FAX (615) 374-4448
 www.kloberses.com

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- Page 18 -

DRAWN BY:
 CHECKED BY:
 PROJECT NO.:
 SHEET NO.:
C1.05

**HIGHWAY 12 &
 LITTLE MARROWBONE
 TOWNHOMES**
3897 HIGHWAY 12 SOUTH
 ASHLAND CITY, TN
 CHEATHAM COUNTY

**NOT FOR
 CONSTRUCTION**
STATE OF TENNESSEE
 REGISTERED PROFESSIONAL ENGINEER
 0000000000

NO.	BY	DATE	DESCRIPTION

KLOBER
 ENGINEERING SERVICES
SERVING CLIENTS WITH CIVIL, ENGINEERING & LAND DEVELOPMENT SERVICES
 2648 TOWN HOLLOW DRIVE, SUITE 1, SPRINGFIELD, TN 37172
 PHONE: (615) 562-7000 FAX: (615) 573-4488
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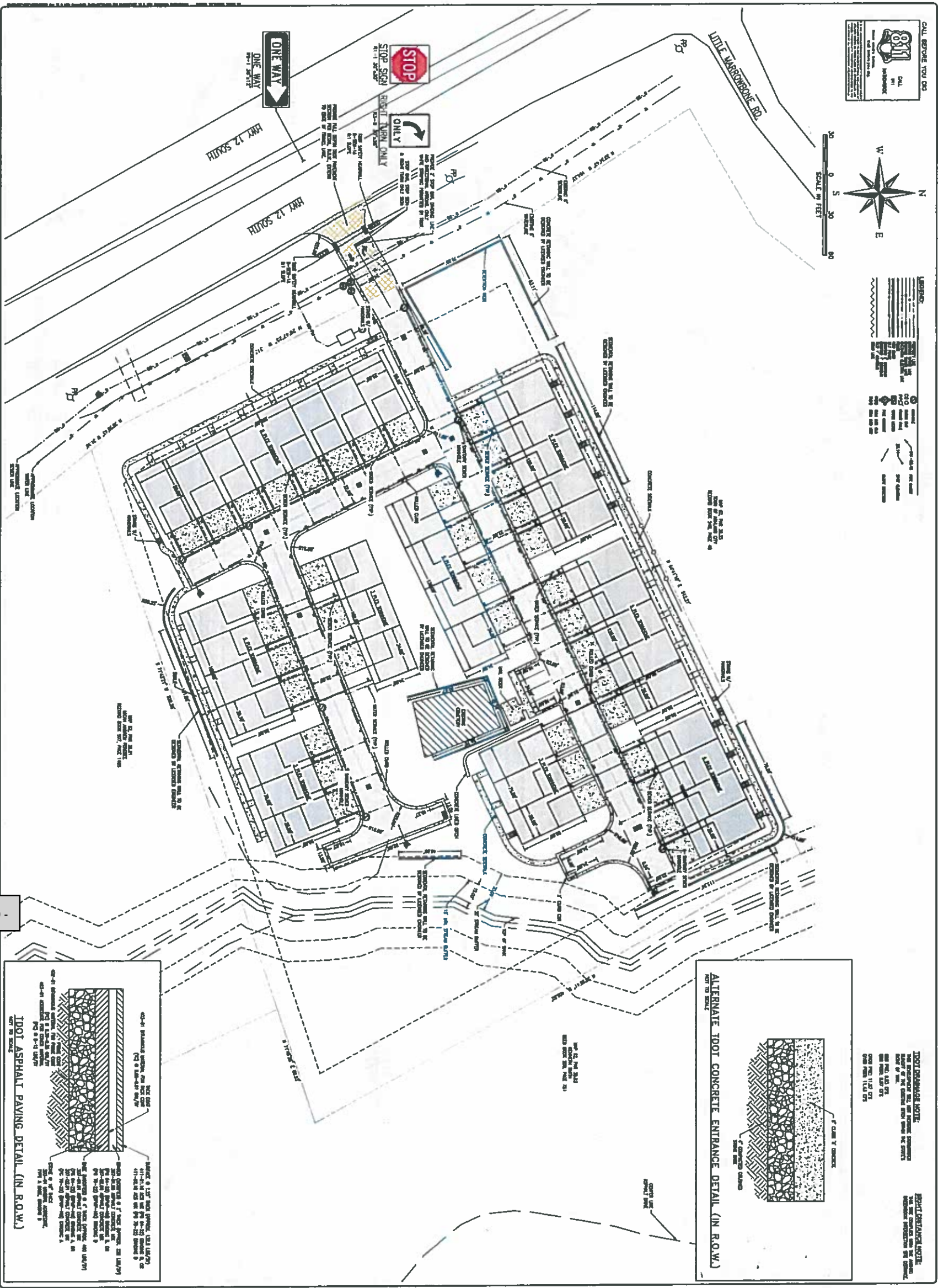


SCALE IN FEET
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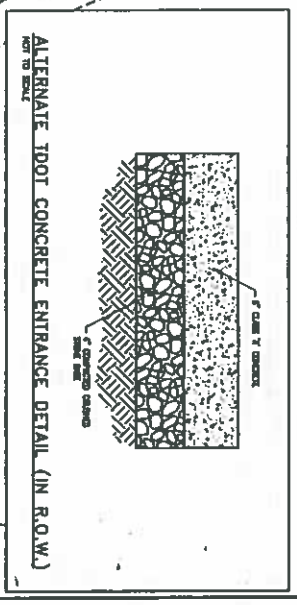
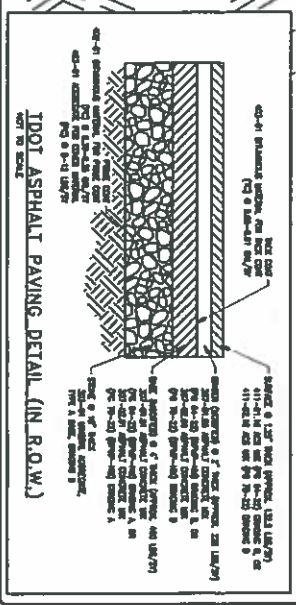


LEGEND

	PROPOSED ROAD
	EXISTING ROAD
	PROPOSED DRIVEWAY
	EXISTING DRIVEWAY
	PROPOSED SIDEWALK
	EXISTING SIDEWALK
	PROPOSED PARKING SPACE
	EXISTING PARKING SPACE
	PROPOSED UTILITY LINE
	EXISTING UTILITY LINE
	PROPOSED STRUCTURE
	EXISTING STRUCTURE
	PROPOSED FENCE
	EXISTING FENCE
	PROPOSED TREE
	EXISTING TREE
	PROPOSED LANDSCAPING
	EXISTING LANDSCAPING



- Page 19 -



REVISIONS

NO.	BY	DATE	DESCRIPTION

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

1807 HIGHWAY 12 SOUTH
ASHLAND CITY, TN
CHEATHAM COUNTY

NOT FOR CONSTRUCTION

DESIGNER

KLOBER ENGINEERING SERVICES

SERVING CLIENTS WITH CIVIL, ENGINEERING & LAND DEVELOPMENT SERVICES

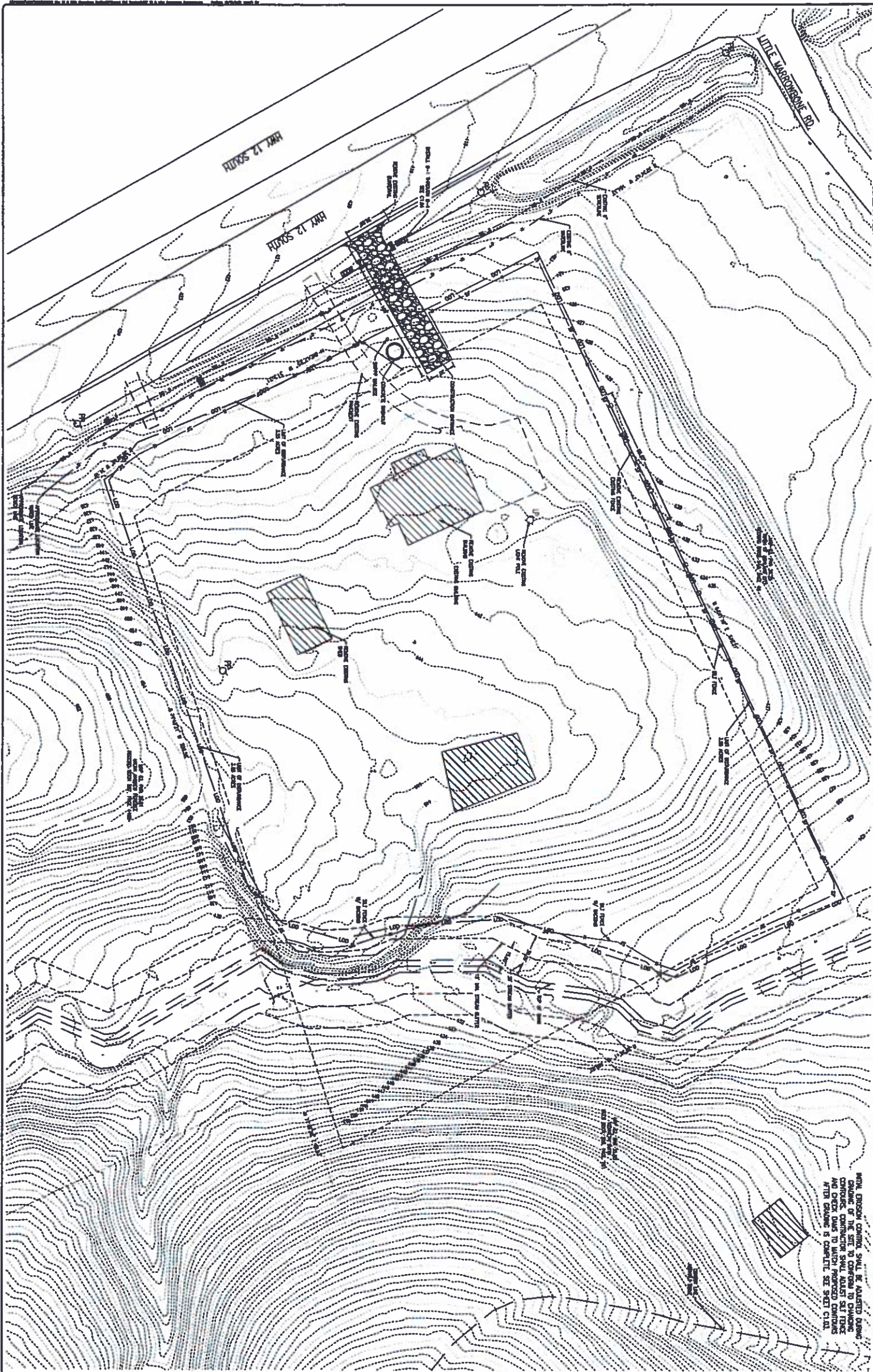
3446 TOM ALSTON HWY., SUITE 1, SPRINGFIELD, TN 37172
PHONE: (615) 343-2888 FAX: (615) 373-4448
www.klobers.com

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LEGEND

[Symbol]	Proposed Road
[Symbol]	Proposed Utility
[Symbol]	Proposed Structure
[Symbol]	Proposed Foundation
[Symbol]	Proposed Wall
[Symbol]	Proposed Fence
[Symbol]	Proposed Driveway
[Symbol]	Proposed Walkway
[Symbol]	Proposed Patio
[Symbol]	Proposed Deck
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[Symbol]	Proposed Pond
[Symbol]	Proposed Stream
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[Symbol]	Proposed Wetland
[Symbol]	Proposed Easement
[Symbol]	Proposed Right-of-Way
[Symbol]	Proposed Boundary
[Symbol]	Proposed Survey
[Symbol]	Proposed Contour
[Symbol]	Proposed Spot Elevation
[Symbol]	Proposed Utility Marking
[Symbol]	Proposed Structure Marking
[Symbol]	Proposed Foundation Marking
[Symbol]	Proposed Wall Marking
[Symbol]	Proposed Fence Marking
[Symbol]	Proposed Driveway Marking
[Symbol]	Proposed Walkway Marking
[Symbol]	Proposed Patio Marking
[Symbol]	Proposed Deck Marking
[Symbol]	Proposed Pool Marking
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[Symbol]	Proposed Wetland Marking
[Symbol]	Proposed Easement Marking
[Symbol]	Proposed Right-of-Way Marking
[Symbol]	Proposed Boundary Marking
[Symbol]	Proposed Survey Marking
[Symbol]	Proposed Contour Marking
[Symbol]	Proposed Spot Elevation Marking



NOTE: ENGINEER'S OFFICE SHALL BE ADVISED OF ANY CHANGES OF THE SITE TO CORRECT TO CHANGE. CONTRACTOR SHALL VERIFY ALL TIE POINTS AND CHECK DATA TO MATCH PROVIDED CONDITIONS. AFTER CHANGE IS COMPLETE, SEE SHEET C1.01.

- Page 20 -

PROJECT NUMBER
C1.01

DEMO AND INITIAL EP&SC

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

1807 HIGHWAY 12 SOUTH
ASHLAND CITY TN
CHATHAM COUNTY

NOT FOR CONSTRUCTION

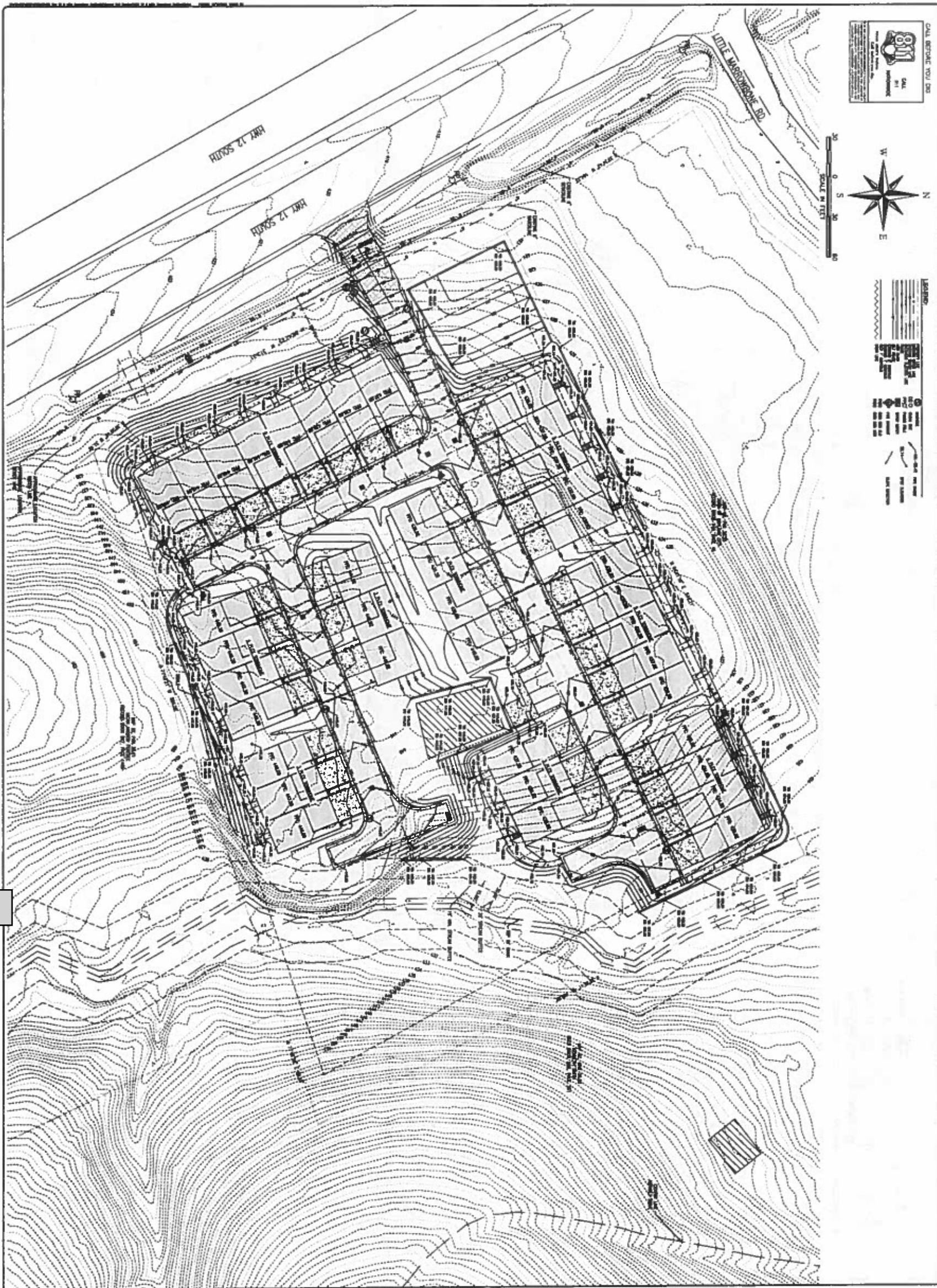
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KLOBER ENGINEERING SERVICES

SERVING CLIENTS WITH CIVIL, ENVIRONMENTAL & LAND DEVELOPMENT SERVICES

3634 TOM ALSTON HWY. SUITE 1, SPRINGFIELD, TN 37172
PHONE: (615) 363-7000 FAX: (615) 373-4426
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PROJECT NUMBER
C1.03

GRADING PLAN

DATE: 01/11/11
 CHECKED BY: JMS
 DRAWN BY: JMS

**HIGHWAY 12 &
 LITTLE MARROWBONE
 TOWNHOMES**

1107 HIGHWAY 12 SOUTH
 ASHLAND CITY, TN
 CHEROKEE COUNTY

NOT FOR
 CONSTRUCTION

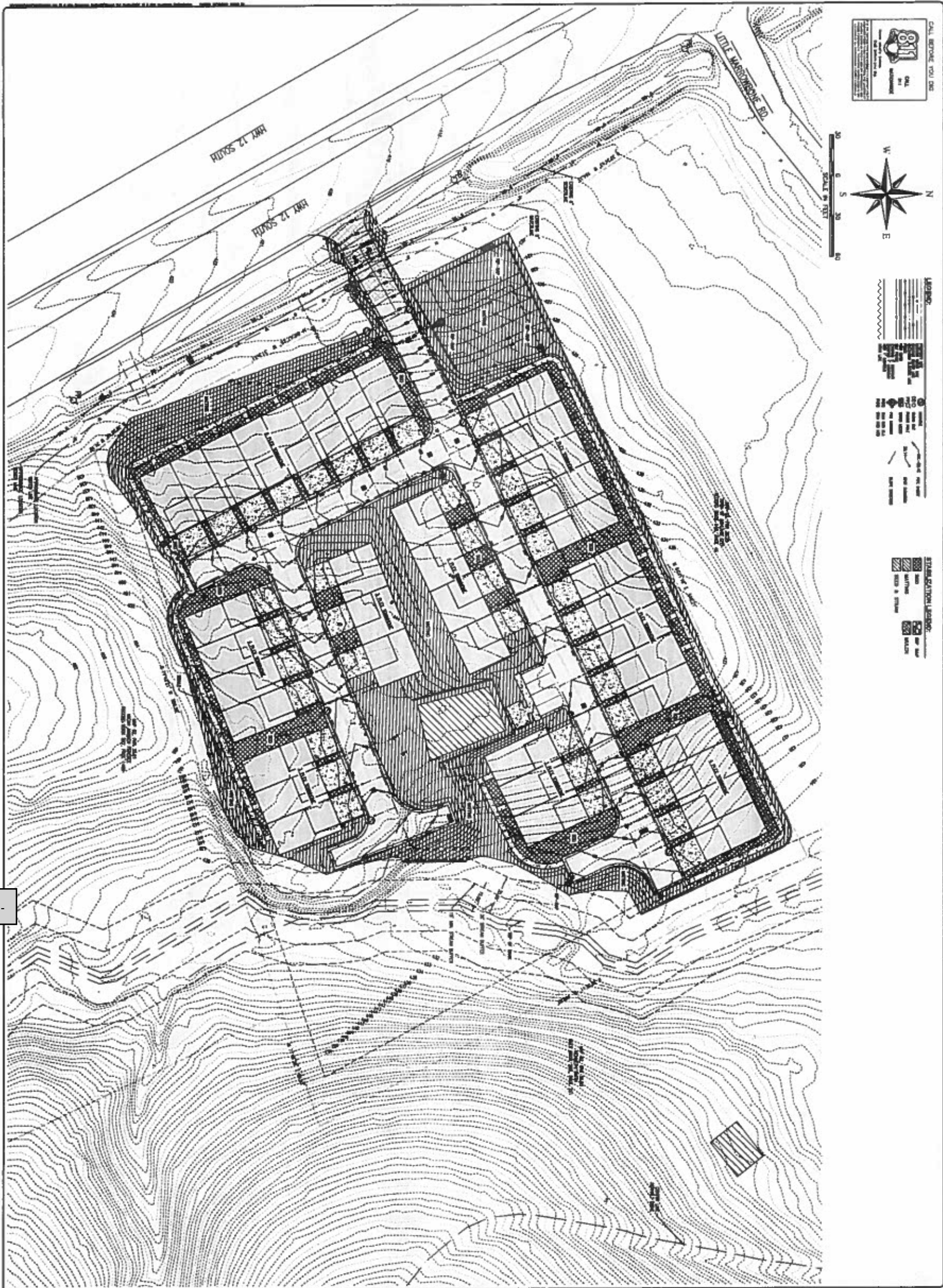
REGISTERED PROFESSIONAL ENGINEER
 STATE OF TENNESSEE
 LICENSE NO. 3741

REVISIONS		
NO.	DATE	DESCRIPTION

KLOBER
 ENGINEERING SERVICES

SERVING CLIENTS WITH CIVIL, ENGINEERING & LAND DEVELOPMENT SERVICES
 1848 TOWN AUSTIN PARK, SUITE 1, SPRINGFIELD, TN 37172
 PHONE: 615.375.2000 FAX: 615.375.2000
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- Page 23 -

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 CHECKED BY: []
 PROJECT NO.: []
 SHEET NO.: []
FINAL STABILIZATION
C1.07

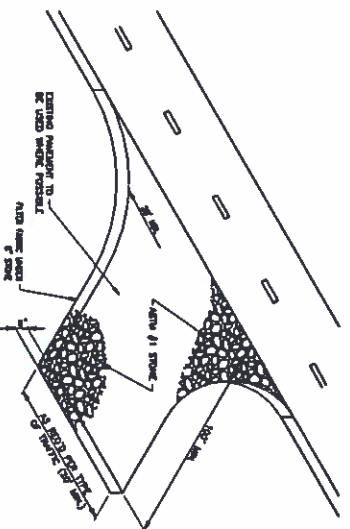
HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES
 1807 HIGHWAY 12 SOUTH
 AIRE AND CITY, TX
 CHRISTIAN COUNTY

NOT FOR CONSTRUCTION
 JOHN W. KLOBER, P.E., REG. 12121

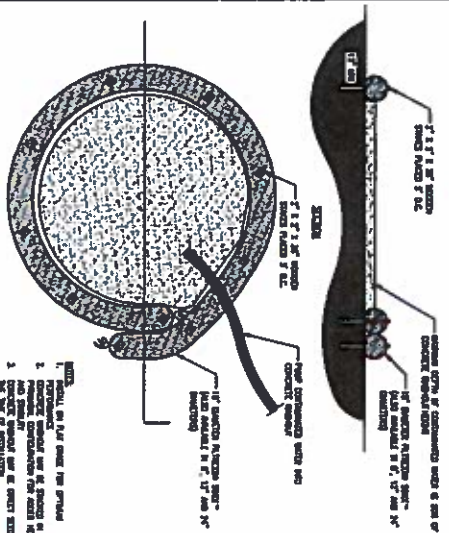
NO.	REV.	DATE	DESCRIPTION

KLOBER ENGINEERING SERVICES
 SERVING CLIENTS WITH CIVIL, ENVIRONMENTAL & LAND DEVELOPMENT SERVICES
 2001 TOM AUSTRIN HWY. SUITE 1, SPRINGFIELD, TX 77172
 PHONE (979) 343-2200 FAX (979) 373-4448
 WWW.KLOBERENGINEERING.COM

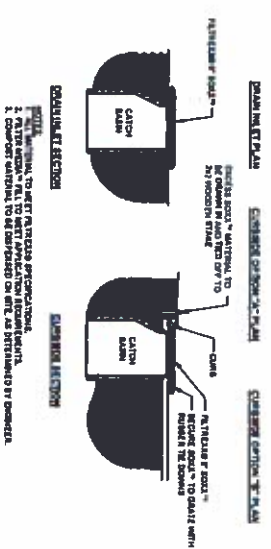
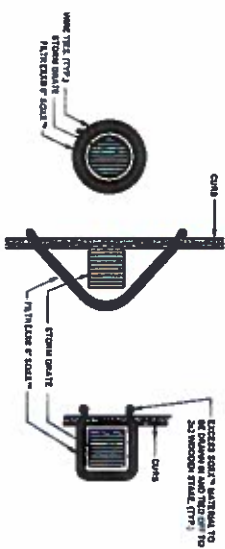
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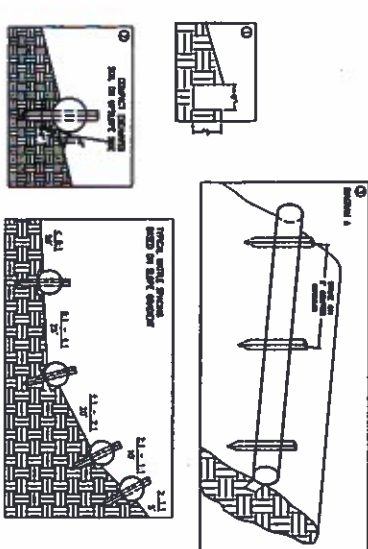
TEMPORARY CONSTRUCTION ENTRANCE DETAIL
NOT TO SCALE
KLEBER ENGINEERING SERVICES MANUAL, P204-23



EXPOSED CONCRETE WASHOUT
NOT TO SCALE



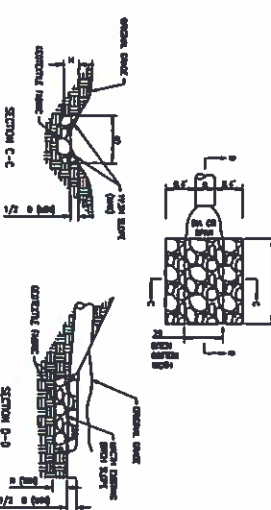
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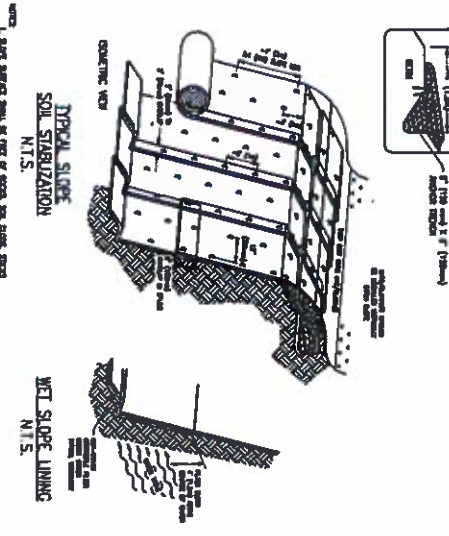
STRAW MATTING ON SLOPE
NOT TO SCALE

OUTLET WITH DITCH
PROTECTIVE APRON DIMENSIONS AND ESTIMATED QUANTITIES

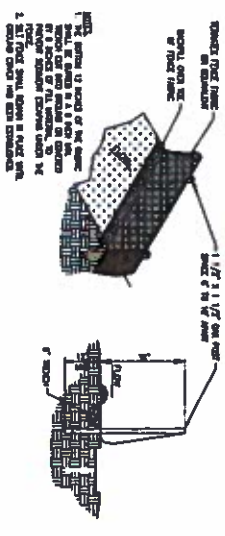
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12	4	48	48
12	5	60	60
12	6	72	72
12	7	84	84
12	8	96	96
12	9	108	108
12	10	120	120
12	11	132	132
12	12	144	144
12	13	156	156
12	14	168	168
12	15	180	180
12	16	192	192
12	17	204	204
12	18	216	216
12	19	228	228
12	20	240	240



TYPICAL RIP-RAP APRON AT HEADWALL
NOT TO SCALE



GRASS MATTING PLACEMENT
NOT TO SCALE



TEMPORARY SILT FENCE WITH BACKING
NOT TO SCALE

KLOBER
ENGINEERING SERVICES

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3540 TOWN AUSTIN HWY. SUITE 1, SPRINGFIELD, TN 37172
PHONE: (615) 363-2888 FAX: (603) 373-4886
www.klober.com

KEYS

NO	BY	DATE	DESCRIPTION

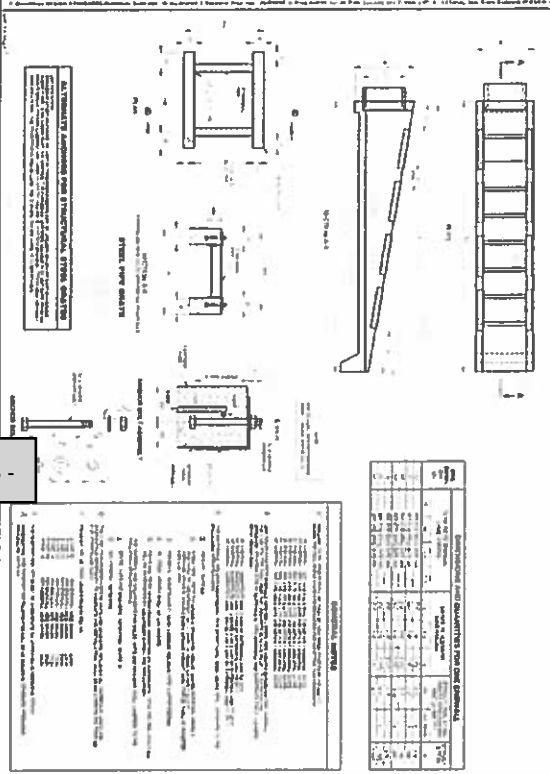
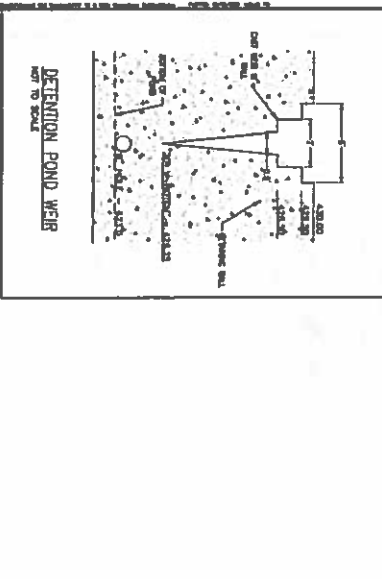
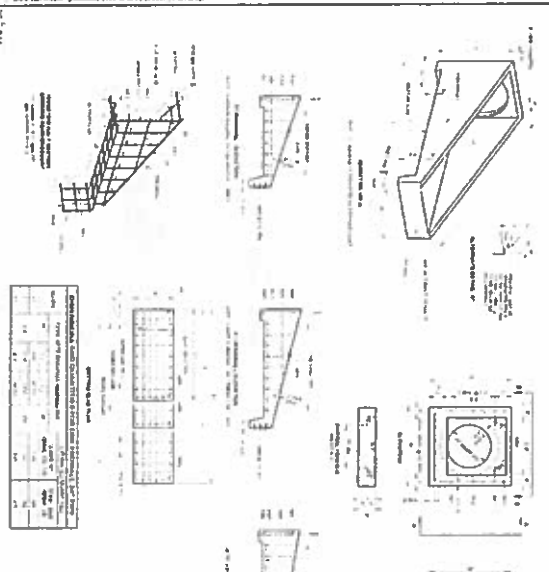
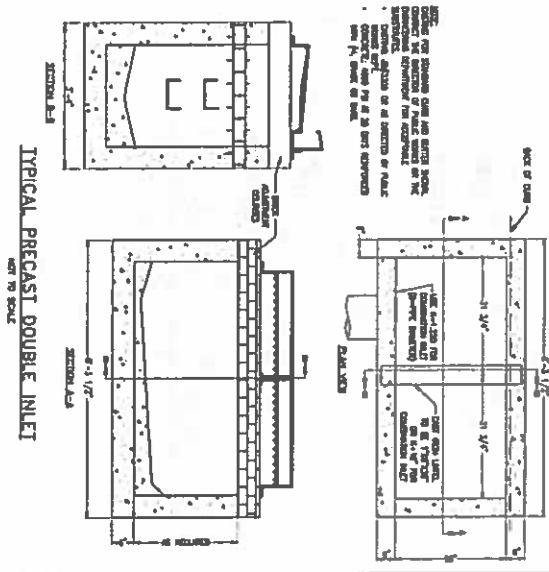
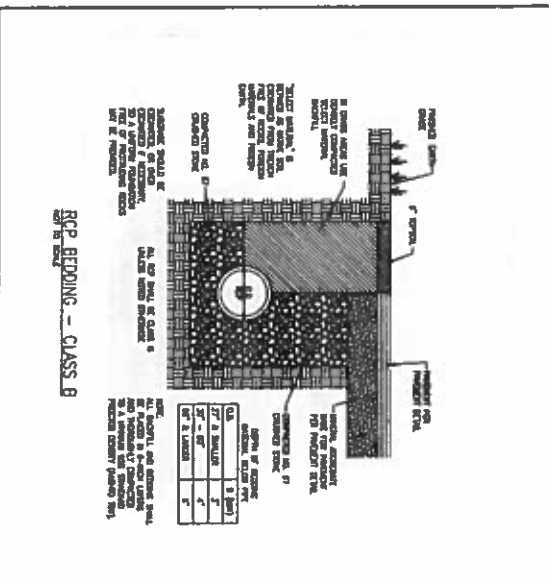
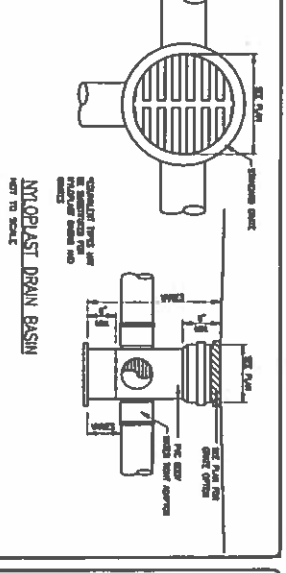
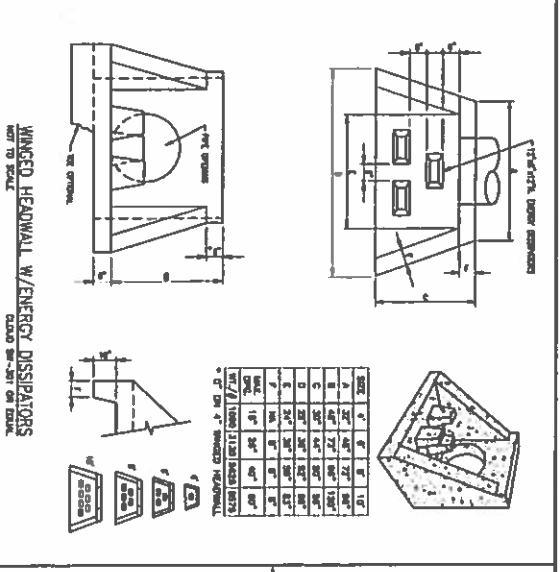
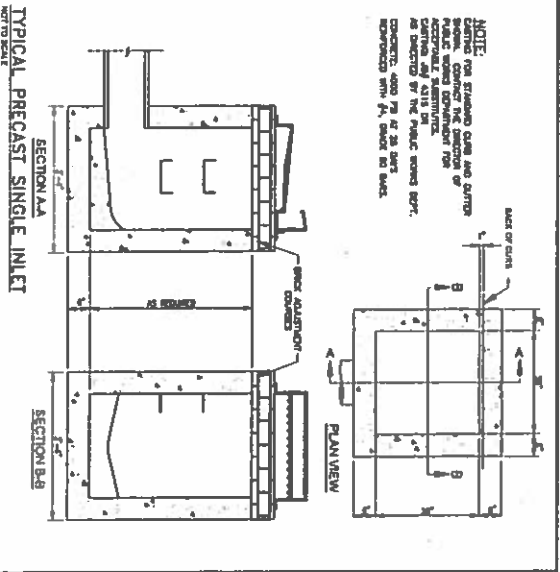
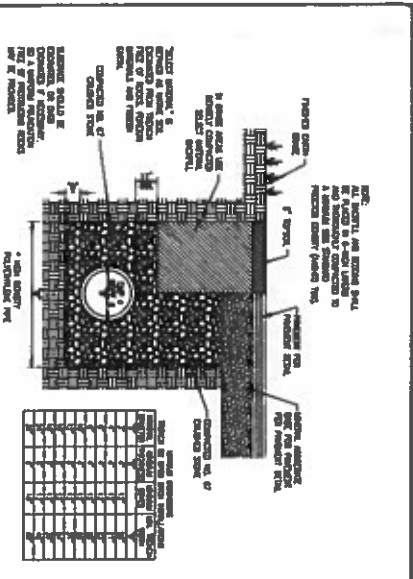
REGISTERED PROFESSIONAL ENGINEER
STATE OF TENNESSEE
KLEBER ENGINEERING SERVICES
1000 N. LYNCH, P.O. BOX 12345
MEMPHIS, TN 38103

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

1807 HIGHWAY 12 SOUTH
ASHLAND CITY, TN
CHATHAM COUNTY

CONSTRUCTION DETAILS
C2.01

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NO.	REVISIONS
1	ISSUED FOR PERMIT
2	REVISED FOR CONSTRUCTION

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2848 TOM ARNOLD HWY, SUITE 1, SPRINGFIELD, TN 37172
PHONE: (615) 362-2888 FAX: (615) 373-4486
www.klobereng.com

NO.	BY	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

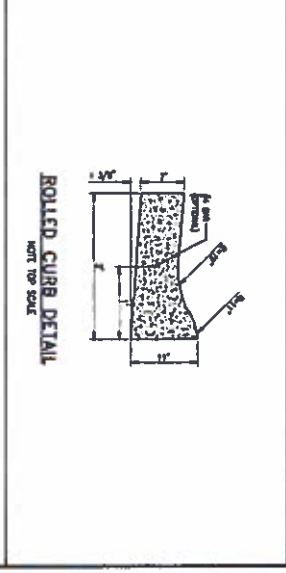
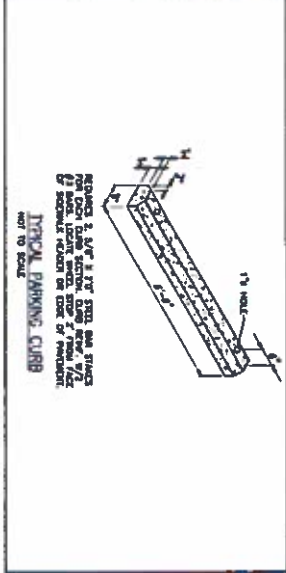
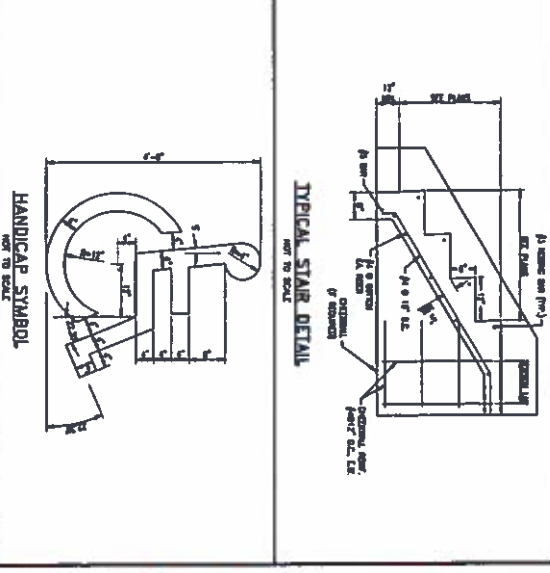
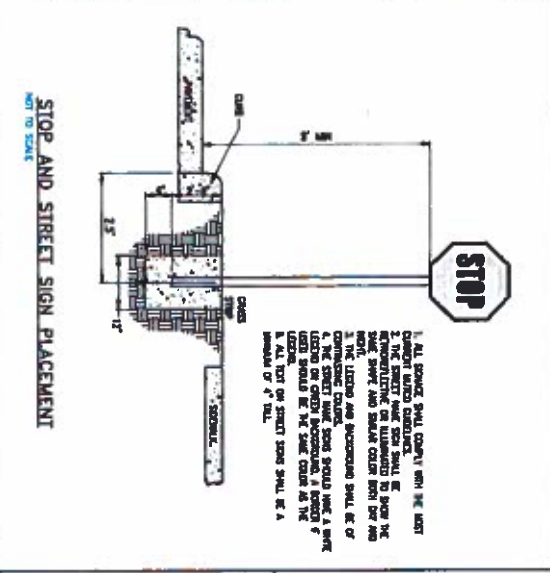
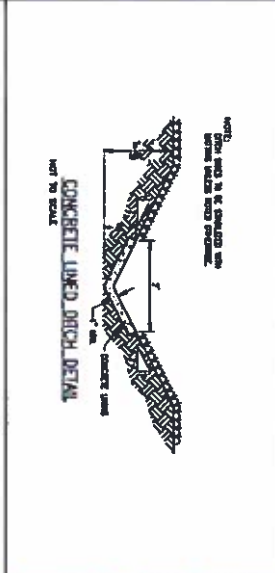
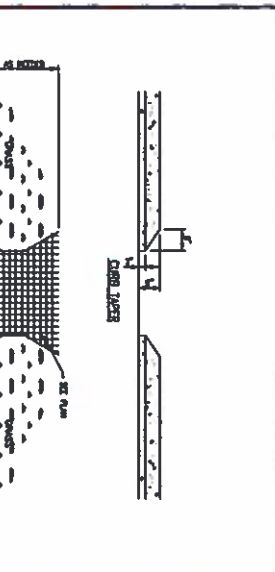
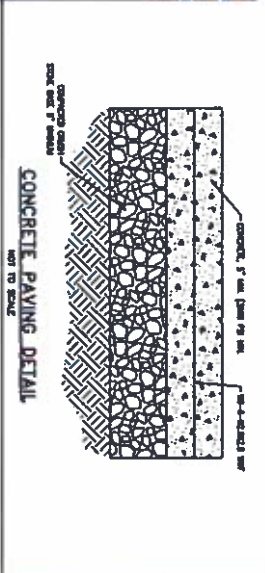
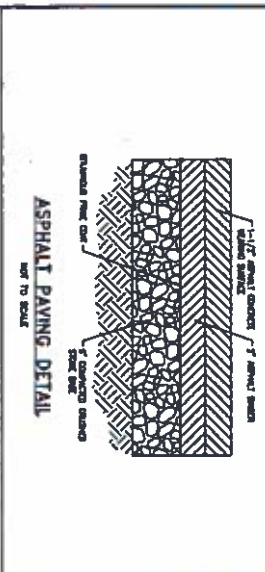
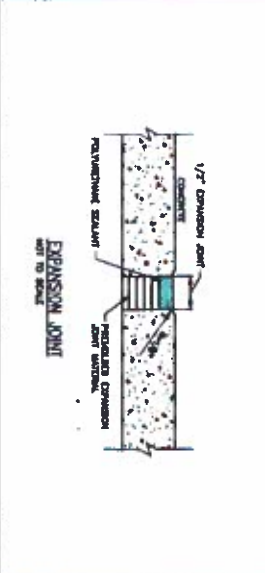
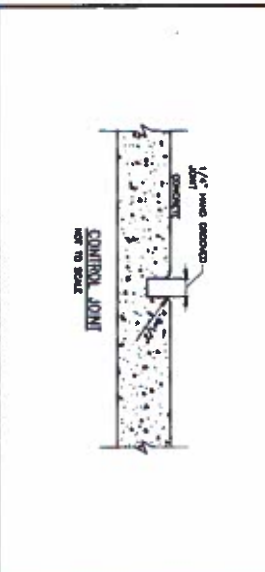
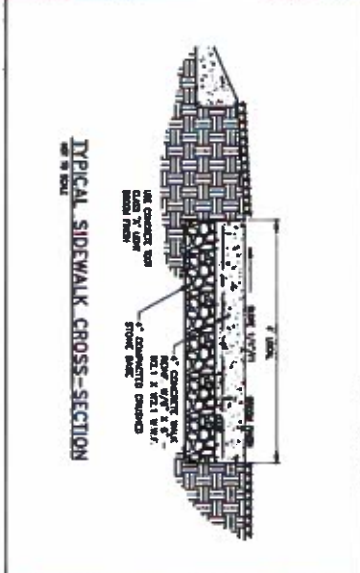
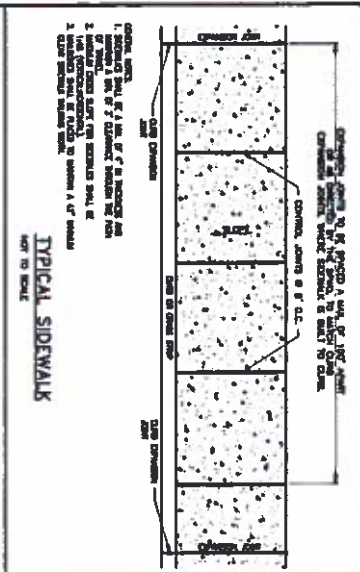
REGISTERED PROFESSIONAL ENGINEER
STATE OF TENNESSEE
JERRY W. LYNCH, P.E. (No. 12345)

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

1507 HIGHWAY 12 SOUTH
ASHLAND CITY, TN
CHEATAM COUNTY

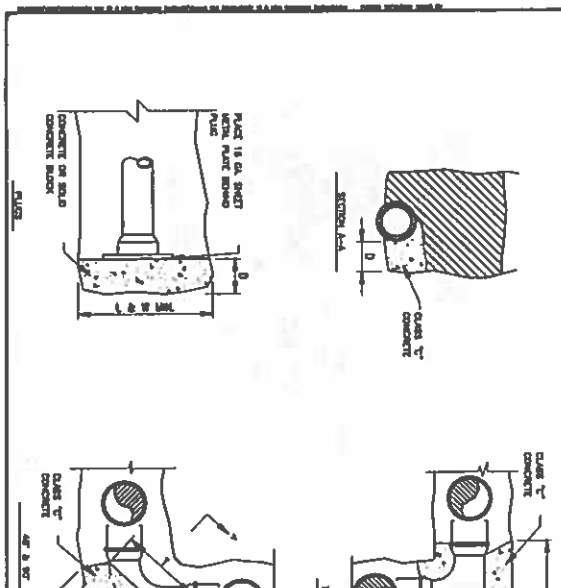
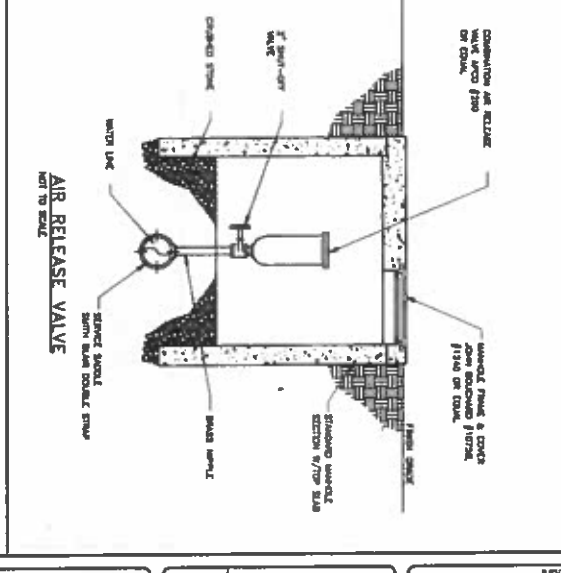
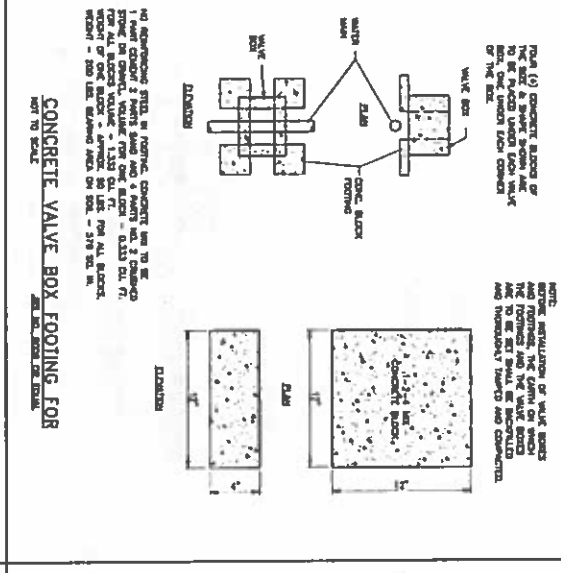
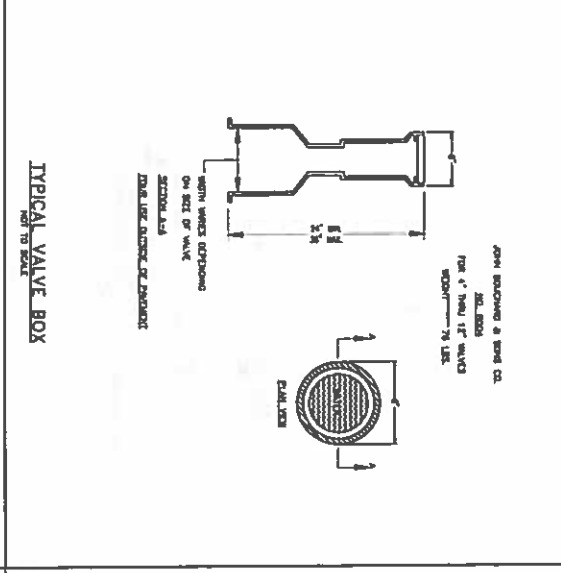
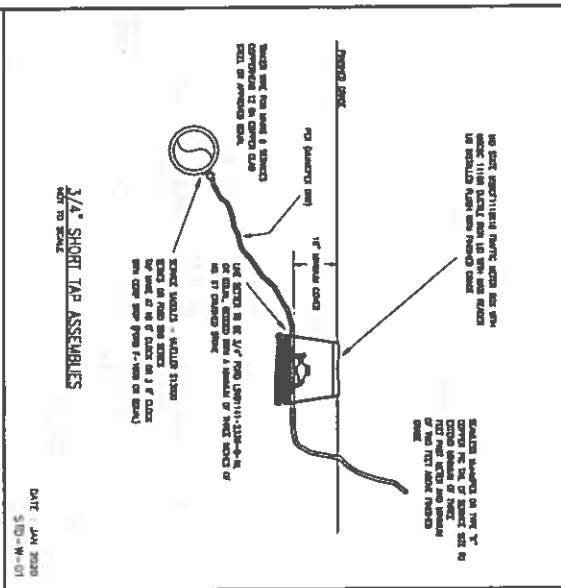
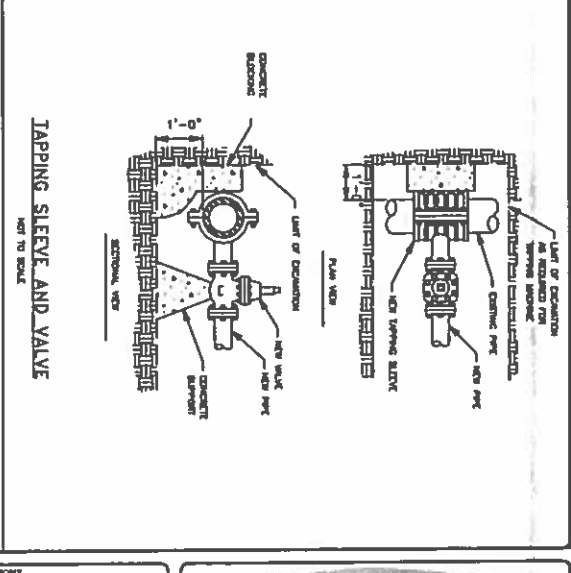
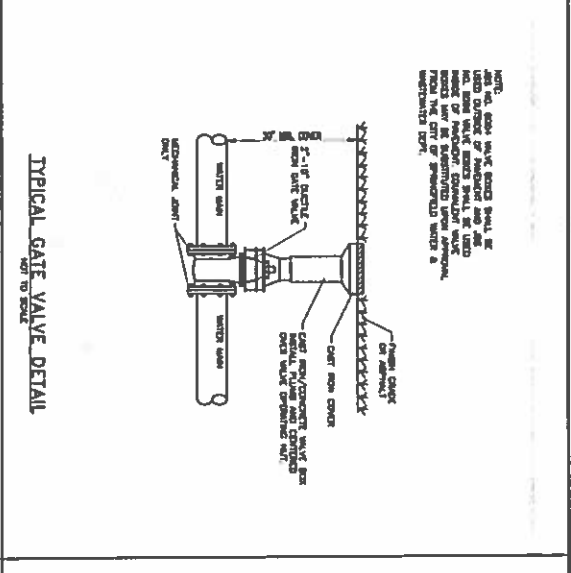
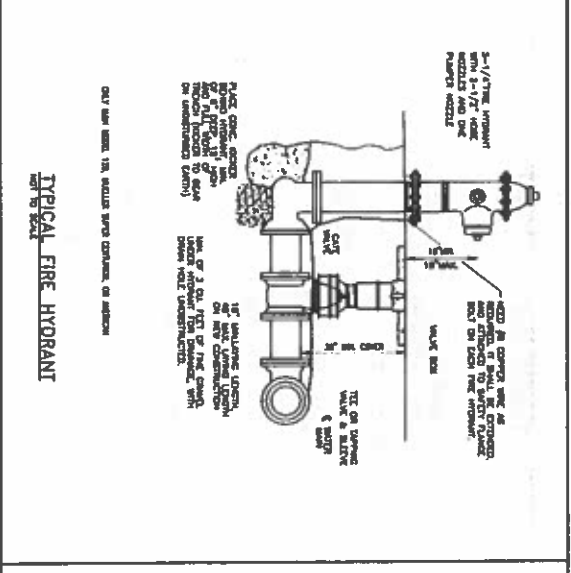
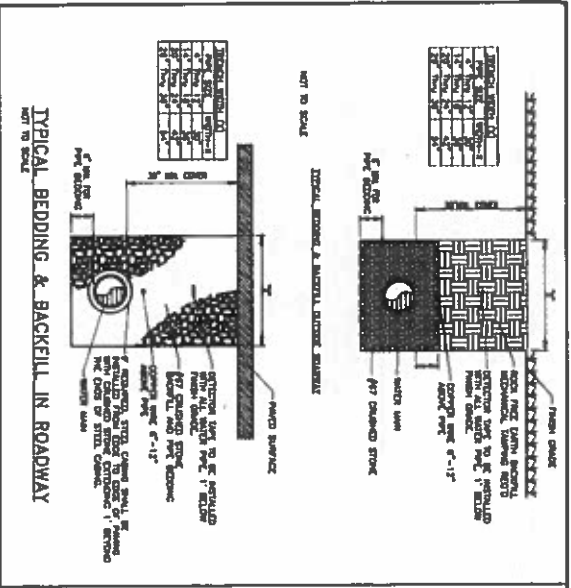
C2.03

CONSTRUCTION DETAILS



C2.02 SHEET NUMBER	CONSTRUCTION DETAILS	DRAWN BY: JAL CHECKED BY: JAL PROJECT NO.: 081811	KLOBER ENGINEERING SERVICES BEYOND CLIGHTS WITH CIVIL, ENGINEERING & LAND DEVELOPMENT SERVICES 1666 TOM ARISTON HWY. SUITE 1, SPRINGFIELD, TN 37172 PHONE: (615) 242-5888 FAX: (615) 274-4488 www.klobereng.com
		HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES 1807 HIGHWAY 11 SOUTH ASHLAND CITY, TN CIBATHAM COUNTY	
		NOT FOR CONSTRUCTION	
		APPROVAL & SEAL: [Professional Engineer Seal]	

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PLATES & TEES

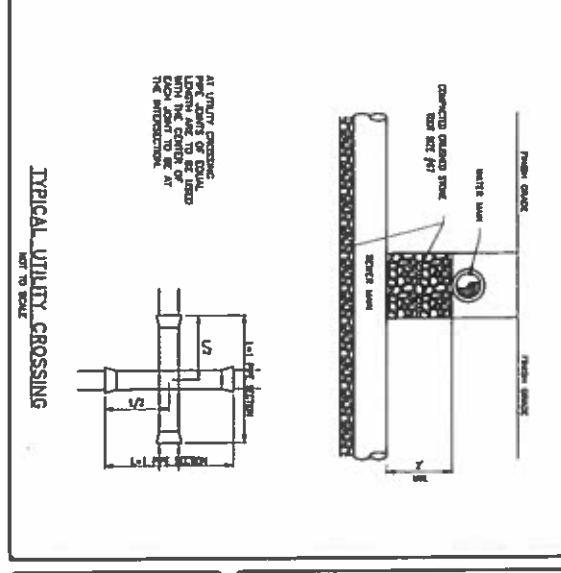
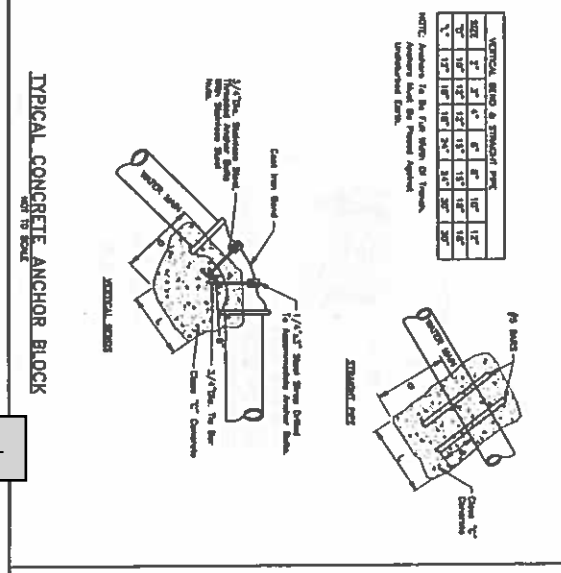
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NOT FOR CONSTRUCTION

JOHN H. LYON, P.E. (11/12/21)

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

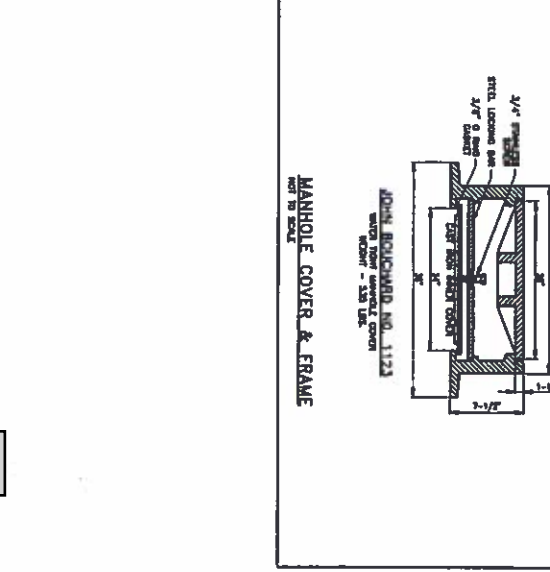
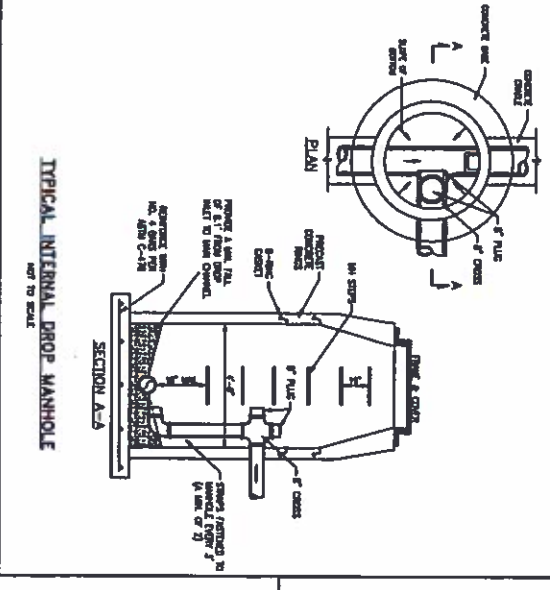
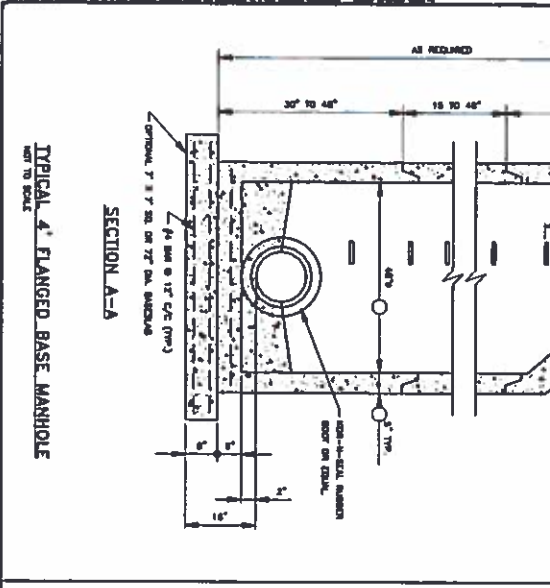
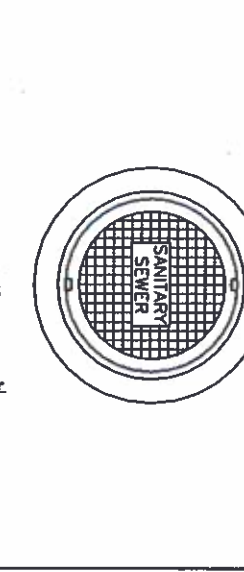
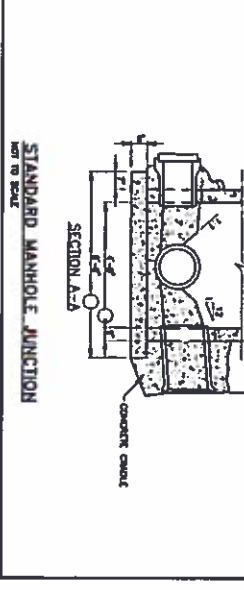
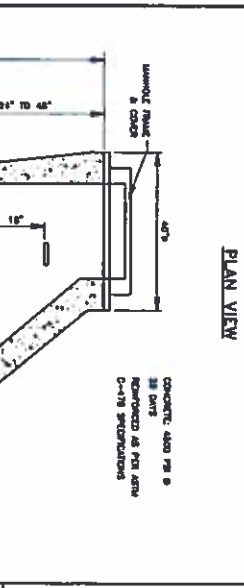
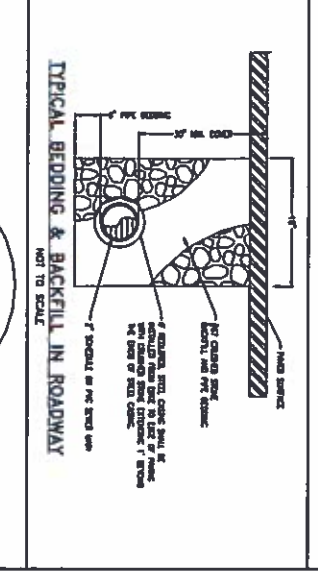
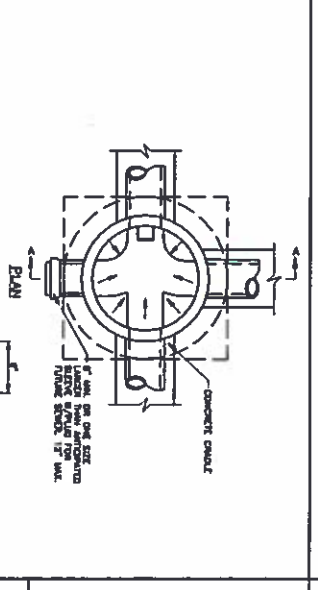
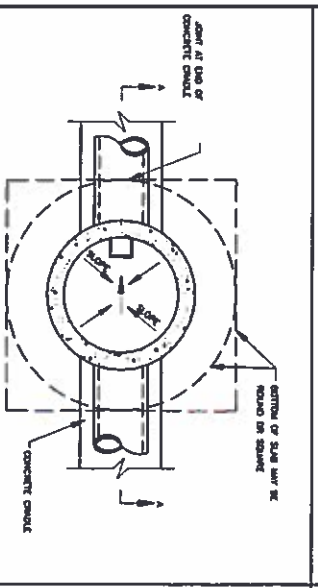
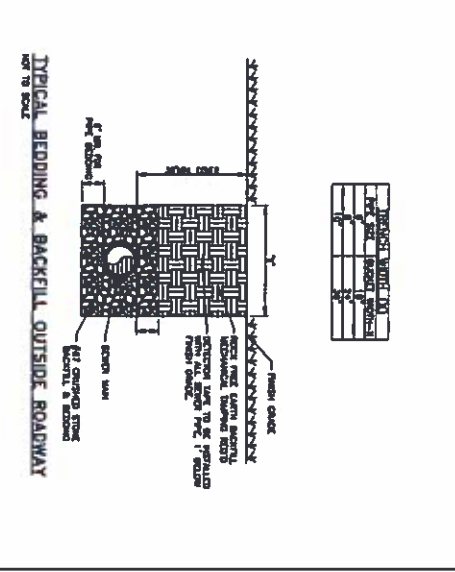
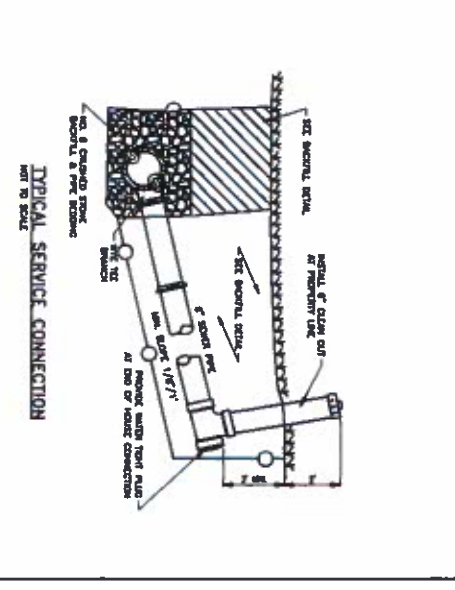
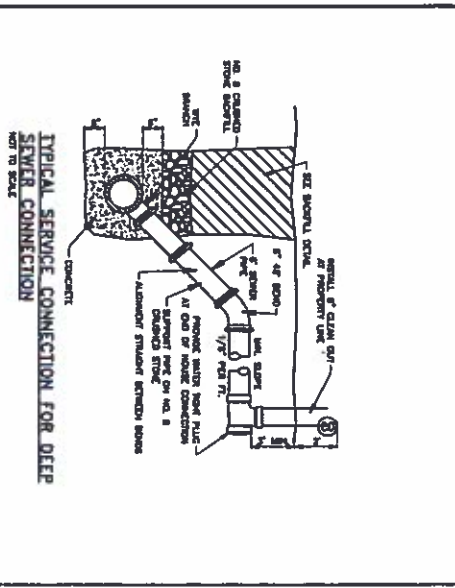
1107 HIGHWAY 12 SOUTH
ASHLAND CITY, TN
CHATHAM COUNTY

KEYWORDS

NO.	DATE	DESCRIPTION

3846 TOM ALSTON HWY. SUITE 1 ASPENWOOD, TN 37112
PHONE: (615) 582-9888 FAX: (615) 575-4466

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REVISIONS		
NO.	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

APRIL 11, 2008, P.E. T.M. 1111331

HIGHWAY 12 & LITTLE MARROWBONE TOWNHOMES

1807 HIGHWAY 12 SOUTH
ASHLAND CITY, TN
CHATHAM COUNTY

CONSTRUCTION DETAILS

C2.05

SHEET NUMBER

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BY-LAWS AND RULES OF PROCEDURE

ASHLAND CITY MUNICIPAL PLANNING COMMISSION

I. THE COMMISSION

A. Name. The name of the Commission shall be the "Ashland City Municipal Planning Commission" as established and provided by Section 13-4-101, Tennessee Code Annotated. It may also be known as the "Planning and Zoning Board".

B. Records. The records of the Commission shall be kept in City Hall and be available to the public during all normal business hours.

C. Membership. The membership of the Commission shall conform to the requirements of Section 13-4-101, Tennessee Code Annotated.

D. Order of Business

1. Approval of Agenda
2. Presentation and approval of minutes of previous meeting
3. Public Forum
4. Old business
5. New business
6. Adjournment

II. OFFICERS

A. Officers. The officers of the Commission shall be a Chairman, Vice-Chairman, and Secretary.

B. Elections. The chairman, vice-chairman, and secretary shall be elected at the January meeting of the Commission. In accordance with Section 13-4-102, Tennessee Code Annotated, the chairman shall be elected from among the appointive members. All officers shall serve for a term of one year and shall be eligible for re-election.

C. Chairman. The chairman shall preside at all meetings of the Commission and shall perform such other duties as the Commission shall authorize. The chairman may exercise his/her voice and vote as a member of the Commission.

D. Vice-Chairman. In the absence of the chairman, the vice-chairman shall perform the duties of the chairman.

E. Secretary. The secretary shall maintain accurate minutes of the proceedings of the Commission. The secretary shall also perform such other duties as the Commission may direct,

including the certification of official records and transcripts and subdivision plats as required in Section 13-4-302, Tennessee Code Annotated. The Commission may elect a staff member of the Town of Ashland City as secretary.

F. Vacancies. Should any office become vacant, **the Mayor shall elect successors to serve for the unexpired term of said office.**

III. MEETINGS

A. Regular Meetings. Regular meetings of the Commission shall be held on the first Monday of each month at 5:30 PM in City Hall of Ashland City or at such other place as designated by the chairman. Public notice of all regular meetings shall be posted and/or duly advertised in order to meet the legal requirements of Section 8-44-101, Tennessee Code Annotated. All meetings shall be open to the public, however, not all meetings are public hearings. Comments or testimony from the general public on any issue may be heard at the option of the Commission.

B. Special Meetings. The chairman may, and shall upon the request of two members, call a special meeting of the Commission for the purpose of transacting any business. Special meetings shall meet the public notice requirements as noted in Section III A above.

C. Quorum. A constitutional majority of the membership of the Commission shall constitute a quorum for the purpose of conducting the business of the Commission. Approval of any item of business shall require a favorable vote of a majority of the members in attendance.

D. Agenda. The secretary shall have prepared for each meeting an agenda specifying the order in which the items of business shall appear before the Commission. All items shall be submitted to the secretary at least three weeks prior to the meeting at which they are to appear on the agenda. This time period may be waived by special request to the Commission and by unanimous consent of all members present at such meeting.

E. Conflict of Interest. Any member who considers their personal interest involved in any matter before the Commission shall make a disclosure of such interest and be excused from voting on such matter. In such event, the member shall not be regarded as a member of the Commission for quorum or majority purposes on that particular vote. It shall be the responsibility of the Commission members to disclose any conflict of interest.

IV. PROCEDURES

A. General. Each item of business shall be introduced with a factual analysis by the city staff. Then, the applicant may present any information or exhibits to support the case. If there is opposition to the matter, the Commission may elect to hear the opponents. All testimony or questions shall be directed to the Commission, and cross examination shall not be permitted. All questions from any party shall be directed to the chairman.

B. Subdivision Plat and Site Plans. The steps for approval of a subdivision plat shall be in accord with the Subdivision Regulations. Site plans shall be reviewed in accord with the standards contained in the Zoning Ordinance.

C. Zoning Amendments. The Commission shall review all requests for zoning amendments as required by Section 13-7-204, Tennessee Code Annotated. If the proposed amendment involves the text of the ordinance, the applicant shall submit in writing a statement detailing the section of the ordinance suggested for change. If the proposed amendment involves a change in zoning on the official zoning map, the applicant shall:

1. file a map of the area proposed for rezoning showing the subject property and adjoining properties with accurate property lines,
2. file a statement which identifies the applicant's legal interest in the property and if the applicant is other than the owner, a statement of the owner agreeing to such change.

In all cases, the burden of proof to justify a change is on the applicant.

V. INTERPRETATION AND FILING

A. The Commission shall be the final authority as to the meaning of these by-laws and rules. The Commission may, in extraordinary cases, make an exception by majority vote. In any parliamentary matter not covered herein, Roberts Rules of Order shall apply.

B. Upon adoption, these by-laws and rules of procedure shall be filed in the office of the City Recorder.