

**Oak Ridge Municipal Planning Commission**

**Minutes**

**Meeting date:** December 20, 2012

**Call to Order:** A regular meeting of the Oak Ridge Municipal Planning Commission was held in the Courtroom of the Municipal Building, Oak Ridge, TN on December 20, 2012. The meeting convened at 5:30 p.m. with Terry Domm, Chairman, presiding.

**Members in attendance:** Lauren Biloski, Linda Brown, Kelly Callison, Terry Domm, Charlie Hensley, Claudia Lever, Patrick McMillan, Jane Shelton

**Visitors/Others:** Kahla Gentry, Athanasia Lewis – Staff Representatives, Gene Lackey, Lackey & Associates

**Approval of Agenda:** Agenda was unanimously approved as presented.

**Approval of Minutes:**

Motion was made by Ms. Lever to approve the minutes of the November 15, 2012 meeting as presented. Seconded by Mr. Callison followed by a vote of 8-0 to approve.

**Consent agenda:**

The consent agenda was approved by unanimous vote thereby approving:

- December bond report
- One-Year Renewal Letter of Credit in the Amount of \$1,568,859 for Crossroads at Wolf Creek
- One-Year Renewal Letter of Credit in the Amount of \$54,558.60 for Heritage Center ED-5 East

**Business Items:**

**Site Plan – Pizza Inn, Parcel 477, Block 17-BZ, 1501 Oak Ridge Turnpike, Zoned B-2, Request for landscaping alternative**

- The applicant submitted a site plan for the Pizza Inn to be located at the former Mickey's Produce location. The site plan was approved October 26, 2012. A resubdivision plat was submitted to staff on December 3, 2012. The resubdivision plat creates two (2) lots, separating the Pizza Inn from the existing building (pawn shop and liquor store). However, with the creation of the new lot line, the Pizza Inn would not be able to meet the minimum landscaping requirements. The existing site has numerous utility easements, which limits the placement of the landscaping. The applicant is requesting that the Planning Commission allow the minimum landscaping requirements be met by allowing the plantings to be distributed on the two (2) lots, Parcel 477 and Parcel 477.01. Staff recommends approval.

Motion was made by Mr. Callison to approve the landscape alternative for Pizza Inn.

Seconded by Ms. Brown followed by a vote of 8-0 to approve.

**Amendment to By-laws, Article III, Paragraph B, Meeting time and place.**

- **In order to accommodate the time needed to publish a public notice in the newspaper before City Council consideration of recommendations from the Planning Commission, moving the regular meeting of the Planning Commission from the fourth Thursday of the month to the third Thursday of the month is recommended. This would also change the annual meeting from the fourth Thursday in January to the third Thursday in January. This amendment to the By-laws will also remove the need to have a special exception to move the regular meeting time in November and December to avoid conflict with the holidays.**

Motion made by Ms. Brown to approve amending Article III, Paragraph B of the By-laws to change the annual meeting time to the third Thursday of January and to change the regular meeting dates to the third Thursday of each calendar month.

Seconded by Mr. Hensley followed by a vote of 8-0 to approve.

**CIP Approval and Priority List**

- **It was noted that a correction is needed to the totals for the schools because Jefferson Middle School was omitted in more than one total column. Staff will review the totals and make the necessary corrections.**

Motion made by Mr. Callison to accept the revised CIP with the noted corrections.

Seconded by Ms. Brown followed by a vote of 8-0 in favor.

The Planning Commission voted to prioritize CIP items as shown on the attached list.

**Reports:**

- a. City Council actions – A vote on the Mansfield's request was postponed.
- b. Staff Report – No report
- c. EQAB – No report
- d. TSAB – No meeting
- e. Anderson and Roane County Regional Planning Commissions – No report
- f. Highland View Redevelopment Advisory Board – There is a new member
- g. PlanET – PlanET Symposium on January 9th

**Adjournment:** The meeting adjourned at 6:30 p.m.

  
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Chairman  
Oak Ridge Municipal Planning Commission

1/17/2013  
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Date of Approval