

Think Quality - Think Future

Blount County Planning Department

Blount County Courthouse - 327 Court Street

Maryville, TN 37804-5906

Tel (865) 273-5750 - FAX (865) 273-5759

e-mail - planning@blounttn.org

MEMORANDUM

TO: Members of the Blount County Planning Commission

FROM: Planning Department (Tel. 273-5750)

DATE: October 2nd - 19th, 2006

SUBJECT: Staff reports on agenda items for the Thursday October 26th, 2006 regular meeting. 5:30 Hearings and Site Plans

Hearings:

- A. Concept Plans: None
- B. Preliminary Plats: Major Subdivisions
- 1. **Highland Springs Unit 2 off of Doc Norton Road by AC Properties GP: 29 proposed small lots along a proposed extension of a new county road (loop road).**

Background:

The preliminary plat was originally approved (as Scenic View) at the May 2002 regular meeting. The Planning Commission approved the Unit 1 final plat as Highland Springs and renewed the preliminary plat at the June 2003 regular meeting and the preliminary expired in 2004.

The Unit 2 Preliminary Plat was submitted to the Planning Commission in April of 2006. Since the time of the first preliminary plat, the minimum lot sizes required in the subdivision regulations had been amended to 30,000 square feet outside of any area of development hindrance, and lots shall have 7,500 square feet of buildable area exclusive of setbacks in any area of a flood hazard zone. A portion of the lots on the lower end of the proposed Unit 2 are impacted by a floodplain and required a revision by the applicant. The Unit 2 preliminary plat was deferred at the April 2006 meeting pending the modification of the lots in the flood hazard area.

Since no revised plat was submitted in June of 2006 the Planning Commission denied the preliminary plat for Highland Springs Phase 2 without prejudice to future resubmission to clear the item from the agenda. The proponent has revised the preliminary plat with this submission per the current minimum lot sizes.

The entire parcel for Unit 1 and Unit 2 contains 63+ acres and the original preliminary illustrated 60 lots total. The Unit 1 final plat contains 25 lots of record and the proposed 29 new lots for Unit 2 will total 54 lots once completed, pending health department approval of lots as shown.

Analysis:

Design of plat, plat description: The parcel is in the R-1 zone and the proposed density is appropriate. All of the lots shown are 30,000 square feet or greater. Those lots in the flood hazard area have been modified to be greater than 30,000 square feet with at least 7,500 square feet (exclusive of setbacks) outside of the flood hazard area as defined in the subdivision regulations. Lot line modifications were required along the floodplain area as identified by the project engineer on the Unit 2 preliminary plat.

The preliminary plat for Highland Springs Unit 2 is a proposed 29 lot subdivision of 30 acres previously identified in the same general configuration of roads and lots on the original preliminary plat. All of the proposed Unit 2 lots are to be served by completion of the loop road (Winding Creek Way) that was stubbed out for Unit 1 final plat approval. The parcel is gently sloping terrain and the drainage will be directed towards the existing drainage facilities, a new drainage basin in Unit 2 and the creek. Particular attention to road and drainage improvements to tie into the existing road and drainage facilities shall be required.

According to the plat all these lots are to be served by public water, underground electric and individual septic systems. The proposed development has been reviewed inclusive of subdivision regulations for small lots along a county road with public water and individual septic systems.

A full preliminary plat has been submitted for Unit 1 previously which has expired and for this Phase 2 preliminary plat, inclusive of these proposed lots, including topographic information. Due to the number of lots proposed an impact assessment was also supplied by the developer during Unit 1. In addition, a road plan with profiles, cross section and proposed road layouts have been submitted again for Unit 2 and there are no major changes to the road plan. The road plans are adequate subject to any modifications during construction.

Drainage information including the location of any and all drainage facilities and drainage calculations has been supplied as well during Unit 1 and an addendum including the utilization of a second detention basin for Unit 2 has been submitted along with up to date calculations.

The subdivision regulations currently allows for up to 120 lots off a single entrance (with internal loops). The number of proposed lots is satisfactory and meets with the original design plan, however the current minimum lot sizes and voiding development hindrances suggests several of the lots may still require lot line modifications due to individual septic requirements of the Environmental Health Department.

County Roads: All of the Unit 2 lots are to be served off of the extension of Winding Creek Way. Highland Springs Subdivision is served off of Doc Norton Road which the county road list shows as 18' average in pavement width. Adding additional lots off of Winding Creek Way is appropriate and meets with the original design intent of the subdivision. The Highway Department has stated that Doc Norton Road is acceptable for this project based on previous improvements made to the road as well and adequate shoulders.

County Schools: The original preliminary and final plats were approved prior to the criteria for schools.

The proposed subdivision is located within the Porter Elementary School, Heritage Middle School, and Heritage High School zones. The school department lists Porter Elementary as "high"; Heritage Middle as "intolerable"; and Heritage High School as "high".

The November 2005 school report being utilized may not reflect the changing school conditions with regard to the "classifications" of the schools. The next report is expected in November of this year. Since the 2005 report was supplied the county commission has funded the school department to address the middle and high school situations and a new elementary school has been completed and occupied.

Staff cannot recommend for more than four lots per 12 month period for any future proposed final plats based on the school criteria under section 6.01(2) of the Subdivision Regulations as of this time. The proponent has the option to provide "compelling evidence" as provided under the same section of the regulations.

Septic, Sanitary Sewer: A preliminary soil map has been reviewed by the environmental health department with the understanding that several lot lines may be modified on the future final plat to accommodate for the 30,000 square foot minimum lot size for non impacted lots and 30,000

square foot minimum lot size with at least 7,500 square feet of buildable area (exclusive of setbacks) outside of the flood hazard area identified on the plat.

The developer should coordinate with the Environmental Health Department as soon as possible to determine how this may affect the overall design plan for the proposed Unit 2 and to determine if lots line modifications, lot combinations or restrictions may be placed on the future final plat.

Drainage and Erosion Controls: Any construction activity, earth moving, or grading that occurs prior to a pre-construction meeting with staff is solely at the risk of the developer.

The developer shall apply for a county grading permit from the Storm Water Coordinator prior to any on-site construction. All erosion control measures shall be in place and inspected by the Storm Water Coordinator prior to any on-site construction as well.

In it is the developer's responsibility to secure a Storm Water Pollution Prevention Plan (SWPPP) permit from the State of Tennessee or any other applicable state permits for grading and clearing prior to commencing construction for Unit 2.

A copy of any applicable state and county grading permits shall be supplied to planning staff prior to the pre-construction meeting with planning and engineering staff.

Particular attention was required for the overall drainage considerations due to the total number of lots proposed once the entire subdivision is completed. The project engineer supplied a drainage plan and calculations during Unit 1 preliminary plat and an updated drainage plan for the remainder of the subdivision. All of the road drainage culverts, tiles, ditches and detention facilities have been constructed for Unit 1 of Highland Springs. The project engineer certified that the detention facilities for Unit 1 were built in accordance with the project engineering plans and specifications as required. A copy of the Aquatic Resources Alteration Permit (ARAP) permit from the State of Tennessee was supplied to staff prior to construction for Unit 1 as required as well for the creek crossing along Doc Norton Road.

The project engineer shall certify that these new lots for Unit 2 have been accommodated in the original plan and the addendum to the drainage plan and that all the actual drainage facilities have been constructed for Unit 2 prior to final plat. All drainage facilities contained outside of the proposed right-of-way are to become the maintenance responsibility of the property

owner's association. Adequate building sites for each lot must avoid drainage swales.

Utilities: Public water and underground electric are proposed to serve all of the Unit 2 lots. All water and electric improvements shall be fully installed to each lot prior to final plat or a surety posted to the appropriate utility prior to final plat (verification that a surety has been posted or the extension of services has been accommodated from the individual utilities will be required in writing prior to final plat). Should a surety be posted for to the water and/or electric utility; the developer shall insure that all road crossings for water lines and electric conduit have been completely installed prior to binder paving application. The subdivision regulations do not allow for borings under the roadway or cutting of the paved surface once the binder surface has been installed.

Property Owner's Association: The developer shall supply an addendum to the Property Owner's Association for Highland Springs Unit 2 for the inclusion of these lots in the maintenance responsibility for the drainage facilities and common elements.

Construction of Improvements: As of this time, all of the road improvements for the previous Unit 1 have been completed except for one platted stub-out street. This platted stub-out shall be constructed as shown on the preliminary plat for future division onto the neighboring parcel, or that platted section shall be removed and Unit 1 re-plat recorded prior to Unit 2 final plat being submitted. In addition, the Unit 1 and Unit 2 plat(s) must be modified to reflect the exact location of the existing drainage basin and drainage easements.

The lots shown for Unit 2 of Highland Springs shall require the completion of all construction activities for county road improvements including grading, binder paving, curbing, wearing surface, backfilling, seeding and covering in straw; in addition to utilities and drainage. All construction activities shall be in accordance with the subdivision regulations, highway department standards and instructions, utility company standards, this staff analysis and the conditions of all required erosion control and grading permits.

In addition, the extension of Winding Creek Way shall be built to county road standard including compaction rates. The proposed new road shall be built according to the project engineering plans and according to county road standards. Both water and electric shall be completely installed to serve these lots prior to final plat for Unit 2 to avoid any unnecessary disturbance to the roadway after completed. Should a surety be posted for the electric and water utility prior to final plat, certification of said surety

shall be required in addition to insuring that conduit has been installed for all road crossings prior to binder surface paving.

The developer shall contact the highway department to schedule a pre-construction meeting prior to any on-site construction for Unit 2.

Planning and engineering staff has reviewed the profiles, road plan, calculations and drainage plan previously submitted for Unit 1 and again for Unit 2 and has made a favorable recommendation for preliminary approval subject to the developer supplying any permits and/or road plan changes in writing.

Notice to Developer and Contractors:

- Construction of all improvements and any necessary county or state permits including a SWPPP permit is the responsibility of the developer to secure. Developer to contact the Tennessee Department of Environment and Conservation at 594-6035 for determination and application of any required permits.
- All erosion control measures shall be in place prior to any on-site construction and in compliance with the approved SWPPP permit and Erosion Control Plan. Contact The Blount County Stormwater Coordinator at 681-9301 for a County Grading Permit.
- Prior to any on-site construction the developer shall contact the Blount County Highway Department at 984-3421 regarding any utility construction to be done within existing public right-of-way(s).
- It is the responsibility of the developer and contractors to contact Tennessee One-Call to verify the locations of all utilities at least 72 hours prior to any construction at 1-800-351-1111.
- The developer shall contact the Blount County Engineering Department at 984-3421 to schedule a pre-construction meeting and to receive instructions on what contractors and project personnel should be present at this meeting. All permits shall be supplied prior to scheduling this meeting with County Staff.
- In accordance with Tennessee Code, no lot shall be advertised or offered for sale prior to recording of a future final plat.

Administrative Considerations: *All road construction and utility construction shall be completed prior to releasing any final plat.*

The proposed Unit 2 preliminary plat was reviewed inclusive of subdivision regulations for small lots along county roads with public water and

individual septic systems. As required, the preliminary plat was supplied with topographic information, road plan, drainage plan and calculations and preliminary soil information.

The comments from the engineering department are included in this staff analysis.

Recommendation: Subject to the comments and instructions in this staff analysis and the notes below planning, engineering, and environmental health department staff recommend for preliminary plat approval.

NOTE 1: POA addendum to be supplied to staff for review.

NOTE 2: Any construction activity, earth moving, or grading that occurs prior to a pre-construction meeting with staff is solely at the risk of the developer. The developer is responsible for acquiring any necessary grading and erosion control permits prior to construction and supplying copies of all required permits to planning staff prior to scheduling a preconstruction meeting.

NOTE 3: A certification letter from a qualified engineer of adequate compaction of the new road sections shall be required for Unit 2 prior to any base stone application.

NOTE 4: Preliminary plat approval is based on the plat design submitted. Any final plat recommendations by staff shall be limited to 4 lots per 12 month period due to the school criteria affecting this particular subdivision at this time.

NOTE 5: Appropriate application of Section 6.01(2) concerning adequate school infrastructure.

C. Final Plats – Major Subdivisions:

1. **Porter Estates off Baumgardner Road by Wesley Kerr: 4 large tracts to be served by a 40' common driveway easement.**

Background: The Preliminary Plat was approved by the Planning Commission in April of 2006. Porter Estates is a proposed 4-lot subdivision containing 28 acres off of Baumgardner Road. A 40' common driveway easement with a gravel surfaced common driveway is planned to serve the 4 lots with a T-turnaround at the end. All four of the lots are greater than 5 acres each.

Design of plat, plat description: The parcel is in the R-1 zone. Since this is considered a minor plat the proposed common driveway proposal is satisfactory with the information supplied and subject to this staff analysis. The parcel is rolling terrain on a mild grade to slightly steeper grade. The parcel is currently vacant of any farming or other use. All of these lots are to be served by public water and individual septic systems. According to the surveyor, none of the parcel is located in a floodplain. The proposed development has been reviewed inclusive of subdivision regulations for a minor plat with large lots to be served by a common driveway, public water, electric and individual septic systems.

Septic, Sanitary Sewer: A preliminary soil map was supplied along with the preliminary plat for the Porter Estates subdivision. The developer opted to provide a soil map for the entire parcel and seek individual septic system approval from the Environmental Health Department for each tract rather than a soil letter. (Lots over 5 acres only require a soil letter be supplied rather than a soil map). The soil scientist identified marginal soil characteristics. The environmental health department has given a favorable preliminary and final recommendation and is prepared to sign the final plat.

Existing County Roads: The road list for the county shows Baumgardner Road has an average 12'-16' paved surface. The Highway Department has indicated that Baumgardner Road is acceptable for this four-lot plat request.

County Schools: Minor Subdivisions of four lots or less are acceptable as per the Subdivision Regulations with respect to school criteria.

Utilities: Public water and electric are to serve all lots for the proposed Porter Estates subdivision. The developer shall set water meters for the four lots on Baumgardner Road and serve each lot. Both water and electric has been installed according to the preliminary approval. Electric is underground although not required, and 1.25 inch water lines have been bundled and installed the length of the common driveway to serve each lot. Both the water and electric utilities are prepared to sign the final plats.

Drainage and Erosion Controls: Minor plat divisions do not require drainage information be supplied. Any drainage swales and the drainage basin constructed by the proponent shall be contained in drainage easements on the final plat.

The developer supplied a copy of the Erosion Control Plan and the Storm Water Pollution Prevention Plan (SWPPP) permit from the State of Tennessee for clearing activities and common driveway construction and a County grading permit as required.

Construction of Improvements: As of this time the construction of the common driveway has been completed as per staff preliminary plat instructions. The common driveway has been installed with a T - turnaround and built on a compacted earth surface with a prepared crowned base. Stone has been installed on the length of the drive as required and all exposed areas have been seeded and covered in straw as well as additional erosion control measures. Since Baumgardner Road is not a collector road, paving of the entrance of the common driveway was not required.

Property Owner's Association: The owner has supplied a Property Owner's Association for the maintenance responsibilities for the common driveway and drainage facilities.

Administrative Considerations: The proposed Porter Estates preliminary plat was reviewed inclusive of subdivision regulations for large tracts served by a common driveway easement with public water, electric and individual septic systems. As required, the preliminary plat was supplied with topographic information and preliminary soil information. The comments from the engineering department and environmental health department are included in this staff analysis.

Recommendation: Subject to the notes below planning, engineering, and environmental health department staff recommend for final plat approval.

NOTE 1: Final copy of POA documentation to be recorded with final plat

NOTE 2: Signature plats and a \$20.00 per lot platting fee.

- D. Preliminary and Final Plats - Major Subdivisions: None
- 1. **Peach Tree Trail off Peach Orchard Road by Ronnie Sharp: 5 lots, 1 served exclusively off a 25' easement.**

Background:

Peach Tree Trail is a proposed 5-lot division containing 4.3 acres off of Peach Orchard Road. A 25' access easement is planned to serve lot 4. Lot 5 is a flag lot. The planning commission does not require a common driveway be constructed for the one lot served exclusively off the easement.

Analysis:

Design of plat, plat description: The parcel is in the R-1 zone. The preliminary and final plat was submitted with soils information and topographic information. The parcel is rolling terrain on a mild grade and is vacant of any farming or other use. The bulk of the property drains away from the county road towards the rear of the parcel.

According to the preliminary plat all these lots are to be served by public water and individual septic systems. According the surveyor, none of the parcel is located in a floodplain. The proposed development has been reviewed inclusive of subdivision regulations for road frontage lots, public water, electric and individual septic systems.

Septic, Sanitary Sewer: A preliminary soil map was supplied along with the preliminary plat for Peach Tree Trail subdivision. The Environmental Health Department has stated the preliminary plat is satisfactory and is reviewing the lots for final approval. The Environmental Health Department is prepared to sign the final plats with no lot restrictions or modifications.

Existing County Roads: The road list for the county shows Peach Orchard Road has an average 17'-18' paved surface. The Highway Department has indicated that the width of the paved surface for Peach Orchard Road is in excellent condition and the shoulders and ditches are well established and firm and recommends for approval of the plat.

Lot 1 will be restricted for driveway access on the Northern boundary and a note added to the final plat.

County Schools: The Proposed Subdivision is located within the Montvale Elementary School, Heritage Middle School, and Heritage High School zones.

The November 2005 School Department Capacity Classification lists Montvale Elementary as "Intolerable", Heritage Middle as "Intolerable"; and Heritage High as "High". The Facility Director of the Blount County Schools has supplied a letter dated October 17th, 2006 stating that with the opening of Carpenter's Elementary School in August that Lanier Elementary and Montvale Elementary are removed from the list of intolerable schools.

The November 2005 school report being utilized may not reflect the changing school conditions with regard to the "classifications" of the schools. The next report is expected in November of this year. Since the 2005 report was supplied the county commission has funded the school department to address the middle and high school situations and a new elementary school has been completed and occupied.

Staff cannot recommend for more than four lots per 12 month period for any future proposed final plats based on the school criteria under section 6.01(2) of the Subdivision Regulations as of this time. The proponent has the option to provide “compelling evidence” as provided under the same section of the regulations.

Utilities: Public water and electric are proposed to serve all lots for the proposed Peach Tree Trail subdivision. Both utilities are prepared to sign the final plat as of this date.

Drainage and Erosion Controls: Since there is no required driveway or utility installation for plat approval, and due to the topography of the site and size of the lots, the engineering department did not require any drainage information.

Special Notes: The following special considerations shall be noted on the final plat.

- Future individual lot owners shall contact the Highway Department at 982-4652 regarding the installation of tiles and driveway construction for all lots prior to construction.
- It is the responsibility of the individual lot owners to contact the Blount County Storm Water coordinator for grading permits prior to driveway construction at 681-9301.
- Driveway Access for Lot 1 shall be contained in a 25' driveway access area on the northern boundary along Peach Orchard Road.

Construction of Improvements: No improvements are required for this preliminary and final plat. Staff recommends the proponent prepare and record a Maintenance Agreement prior to transferring lots 4 and 5 for the purpose of the future construction and maintenance of a shared driveway.

Administrative Considerations: The proposed Peach Tree Trail preliminary and final plat was reviewed inclusive of subdivision regulations for small lots with public water, electric and individual septic systems. As required, the plat was supplied with topographic information and preliminary soil information.

The comments from the engineering department and environmental health department are included in this staff analysis.

Recommendation: Subject to the comments and notes in this staff analysis and the notes below planning, engineering, and environmental

health department staff recommend for preliminary and final plat approval for four (4) lots per twelve (12) months. Note that this will require amendment of the submitted plat to show only four lots for present approval, with the fifth lot expected either in 12 months or as the school situation is resolved.

NOTE 1: Adding the 3 Special Notes to the final plat.

NOTE 2: Signature Plats and a \$40.00 per lot platting fee

E. Preliminary and Final Plats - Minor Subdivisions:

1. Adams Property off Rudd Hollow Road by Resie Adams: 3 lots served by a 25' common driveway easement

Background: The preliminary and final plat for the Adams Property is a proposed 3 lot subdivision containing 11.5 acres located along Rudd Hollow Road. There are still unresolved design issues with the plat, and it would be appropriate to defer plat consideration. Staff will reserve full analysis pending resolution of design issues.

Recommendation: Staff recommends for deferral of the plat.

2. D. A. Best Property off S. Union Grove Road by Dale Best: 3 lots along the existing county road and a remainder greater than 5 acres served off 25' easement.

Design of plat, plat description: The preliminary and final plat for the D. A. Best Property is a proposed 3 lot subdivision containing 3 acres located along S. Union Grove Road with a remainder greater than 5 acres.

The parcel is in the R-1 zone and the proposed density and lots sizes are appropriate. The parcel is vacant, gently sloping, heavily forested and slopes towards the county road. All three lots shown are to have road frontage along the existing county road and the remainder is to be served by a 25' easement (with an existing gravel driveway).

Since this is considered a minor plat the proposed subdivision proposal is satisfactory with the information supplied and subject to staff analysis.

According to the preliminary plat all these lots are to be served by public water and individual septic systems. According the surveyor, none of the parcel is located in a floodplain. The proposed development has been

reviewed inclusive of subdivision regulations for a minor plat served by the existing county road, public water, electric and individual septic systems.

Existing County Roads: Minor Subdivisions of four lots or less are acceptable as per the Subdivision Regulations with respect to road criteria.

County Schools: Minor Subdivisions of four lots or less are acceptable as per the Subdivision Regulations with respect to school criteria.

Septic, Sanitary Sewer: A preliminary soil map was supplied along with preliminary plat for the D. A. Best property as required. The soil scientist has identified marginal soil characteristics. The environmental health department has given a favorable preliminary recommendation and is prepared to sign the final plats.

Utilities: Public water and electric are proposed to serve all lots for the proposed D. A. Best Subdivision. All water and electric improvements shall be fully installed to each lot prior to final plat or a surety posted to the appropriate utility prior to final plat. Both utilities shall sign the final plat that all lots are served by water and electric of provisions have been made by the owner. The lots shown may be served by overhead power.

Drainage and Erosion Controls: Minor plat divisions do not require drainage information be supplied. Due to the topography of the site, special consideration for driveway construction for future homes shall be required. The future lots owners shall secure grading permits from the storm water coordinator.

Construction of Improvements: No improvements are necessary for this division at this time. The electric and water utilities are prepared to sign the final plats.

Administrative Considerations: The proposed D. A. Best plat was reviewed inclusive of subdivision regulations for small lots along the county road with electric, public water and individual septic systems. The 25' easement shown serves the remainder of the Best property. Staff has evaluated the road frontage lots and sight distance for all lots is satisfactory.

Special Notes: The following special considerations shall be noted on the final plat.

- Future individual lot owners shall contact the Highway Department at 982-4652 regarding the installation of tiles and driveway construction for lots 2 and 3 prior to construction.

- It is the responsibility of the individual lot owners to contact the Blount County Storm Water coordinator for grading permits prior to driveway construction at 681-9301.
- A note shall be added to the plat stating that only four lots can be served exclusively off of the 25' easement.

Recommendation: Planning, engineering and environmental health department concur and recommends for preliminary and final plat subject to:

1. Adding *Special Notes* in staff analysis to final plats.
2. Signature plats and a \$20.00 per lot platting fee.

**3. Logan's View (Lots 1-4) off Hutton Ridge Road by J. Dall
Construction: 4 lots along the county road with a remainder greater than 5 acres.**

Design of plat, plat description:

The preliminary and final plat for Logan's View is a proposed 4 lot subdivision containing 3.3 acres located along Hutton Ridge Road with a remainder greater than 5 acres.

The parcel is in the R-1 zone and the proposed density and lots sizes are appropriate. The parcel contains two existing homes, is relatively flat and slopes primarily away the county road. Lots 1 and 2 have road frontage, lot 3 is a flag lot, lot 4 is served by a 25' common driveway easement (with an existing paved driveway) and the remainder is to be served by a flag lot and a 25' easement.

Since this is considered a minor plat the proposed subdivision proposal is satisfactory with the information supplied and subject to staff analysis.

According to the preliminary plat all these lots are to be served by public water and individual septic systems. According the surveyor, none of the parcel is located in a floodplain. The proposed development has been reviewed inclusive of subdivision regulations for a minor plat served by the existing county road, public water, electric and individual septic systems.

Existing County Roads: Minor Subdivisions of four lots or less are acceptable as per the Subdivision Regulations with respect to road criteria.

County Schools: Minor Subdivisions of four lots or less are acceptable as per the Subdivision Regulations with respect to school criteria.

Septic, Sanitary Sewer: A preliminary soil map was supplied along with preliminary plat for Logan's View (Lots 1-4) subdivision as required. The soil scientist has identified marginal soil characteristics. The environmental health department has given a favorable preliminary recommendation and is prepared to sign the final plats.

Utilities: Public water and electric are proposed to serve all lots for lots 1-4 of Logan's View. All water and electric improvements shall be fully installed to each lot prior to final plat or a surety posted to the appropriate utility prior to final plat. Both utilities shall sign the final plat that all lots are served by water and electric of provisions have been made by the owner. The lots shown may be served by overhead power.

Drainage and Erosion Controls: Minor plat divisions do not require drainage information be supplied. Special consideration for driveway construction for future homes shall be required. The future lots owners shall secure grading permits from the storm water coordinator.

Construction of Improvements: No improvements are necessary for this division at this time. The electric and water utilities are prepared to sign the final plats.

Administrative Considerations: The 25' easement to lot number contains a paved surface driveway that is satisfactory. Lot 3 is a flag lot that does not require the driveway be built to serve this one lot. Two easements are platted on either end of the parcel for future re-subdivision of the remainder off of common driveways.

Staff has evaluated the road frontage lots and sight distance for all lots is satisfactory.

Special Notes: The following special considerations shall be noted on the final plat.

- Future individual lot owners shall contact the Highway Department at 982-4652 regarding the installation of tiles and driveway construction for lots 1, 2 and 3 prior to construction.
- It is the responsibility of the individual lot owners to contact the Blount County Storm Water coordinator for grading permits prior to driveway construction at 681-9301.

- A note shall be added to the plat stating that only four lots can be served exclusively off of the 25' easement(s).

Recommendation: Planning, engineering and environmental health department concur and recommends for preliminary and final plat subject to:

1. Adding *Special Notes* in staff analysis to final plats.
2. Signature plats and a \$20.00 per lot platting fee.

II. Misc. Items:

1. James Cantrell Property off Ronjo Drive: Variance request to minimum lot sizes

See plat attached. The Planning Commission has granted variance to lot size to allow existing lots of record that still do not meet present minimum lot size requirements. The owner requests that a variance be granted to allow the lot line adjustment as shown; the variance request is for minimum lot size for both lots. Both lots are less than 30,000 square feet presently and both will remain less than 30,000 square feet.

The previous actions took into consideration that adjustment of lot lines between two lots would be an improvement over the present lots of record situation, and accepted existing right-of-way so that the resulting lot line adjustment would not be adversely affected. The environmental health department has reviewed both lots based on the lot line adjustment and has made a favorable recommendation.

The proposed combination would improve these existing lots of record and allow the garage structure and driveway to become part of the lot it was intended to be part of. The lot line adjustment should not adversely affect the existing road situation.

This item may also require variance of zoning regulations through the Board of Zoning Appeals.

Staff recommends approval of the plat with variances.

2. Appeal by Rick Everett regarding Dunlap Hollow Subdivision.

Subsequent to publication of the agenda, the applicant requested that this item be deleted from the agenda.

3. Set meeting dates in November and December considering holiday schedule.

The November 23 regular meeting date will directly conflict with the Thanksgiving Holiday. The Commission may wish to consider alternative dates of Tuesday, November 21 before the holiday, or Tuesday, November 28 after the holiday, or a fifth Thursday in the month, November 30.

The December meeting could be accommodated on the regular date of December 28, but this is between the Christmas Holiday and New Years. If this will pose a problem to a substantial portion of the Commission, an alternative date of Tuesday, December 19 may be considered.

Staff requests determination of this item to allow proper notice to the public.