

**OFFICIAL MINUTES
MCKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
23 JULY 2015 MEETING
McKENZIE MUNICIPAL COMPLEX @ 7:00 PM**

- I. Call to Order: Chairperson Dean Robb called the 23 July 2015 meeting to order at 7:10 P.M.
- II. Roll Call / Establishment of a Quorum: Quorum of four present.
MMRPC: Dean Robb, Chair; Keith Priestley, Vice-Chair; Garlon Prewitt, Secretary; Gene Hale (Council Liaison)
Absent: Jill Holland, Mayor; Ken Mitchum; Bobby Young
Quorum Present: Yes
Planning Staff: Shelton I. Merrell, Regional Planner, SW TN Development District
Other: David M. Kelly, Codes Officer Consultant; Ed Perkins, Perkins Enterprises
Media: None
- III. Approval of Agenda for 23 July 2015: Reviewed.
Motion by: Gene Hale; Second by: Keith Priestley; Passed: 4-0 (3 absent)
- IV. Reading and Approval of the 23 July 2015 Minutes:
Motion by: Gene Hale; Second by: Keith Priestley; Passed: 4-0 (3 absent)
- V. Municipal Reports:
- A. Codes Consultant:
David Kelly updated the status of the Family Dollar project permit application. Previous permit expired. Kevin Keller, Team Development LLC, representing Family Dollar Stores, contacted Mayor Holland and Codes Consultant Kelly regarding permit renewal indicating to Mayor Holland their intention to resume work on the McKenzie Family Dollar Store under the Dollar Tree umbrella. Mr. Kelly explained the permit renewal fee of 50% of the original permit fee. The permit application has been received but the fee has not been paid as of the MMRPC meeting date. Until the fee is received we only have a permit application and no permits will be renewed without receipt of fees.
- B. Main Street Progress:
Commissioner Prewitt stated the application has not yet been returned, but there have been favorable reports and we expect approval soon. Nancy Williams, Tennessee Main Street Director has been pleased with the McKenzie application and will notify Mayor Holland and/or Jennifer Waldrup, Economic Development Coordinator of the results of their review process.
- VI. Old Business:
- A. Discussion of the 2029 McKenzie Municipal-Regional Future Land Use Amendment:
This topic has been discussed for several meetings and the discussion continued as the commission worked to define priorities for future land use in a fair and workable manner. There seemed to be a general consensus that the main areas of focus pertaining to the desired future land use designations should be centered on U.S. Highway 79 (Highland Drive) and State Route 22.
Other areas of possible action included the following possibilities:
1. Changing four properties at Bethel University from institutional to residential.
 2. Changing the land use designation for the apparent defunct mobile home park on west side of Highway 124 (E. Magnolia) near Little General from residential to high-density.
 3. Keeping the U.S. Highway 79 (Highland Drive) / State Route 22 interchange open for commercial.

4. Changing the land use designation for the properties on State Route 79 (Highland Drive) from office-residential to residential due to all properties except a church and a bank are already well-established residential properties.
5. Changing the area on Cedar Street from the intersection with State Route 20 to a point north towards downtown to office-residential or commercial.

A member of the audience, Ed Perkins, Perkins Enterprises, presented his case for the designation of commercial land use for the properties on Highland Drive; namely, businesses want the HY 79 exposure. No formal action was taken. Shelton I. Merrell, Regional Planner of SW TN Development District, will bring "before and after" maps to our next meeting and discussions will continue.

B. Discussion of the McKenzie Municipal-Regional Planning Commission Agenda and Meetings:

1. As a result of new staff contract obligations, the following was proposed:
 - a. Agenda Meeting: Meet at 5:00 P.M. on the second Wednesday of the month.
 - b. Regular Meeting: Meet at 5:00 P.M. on the fourth Wednesday of the month.

A motion was made to amend the By-Laws to adopt this new schedule pending a search for possible conflicts.

Motion by: Keith Priestley; Second by: Gene Hale; Passed: 4-0 (3 absent)

On Friday 24 July 2015 this vote was determined to be invalid since the 2/3 majority of the entire MMRPC membership did not approve the By-Laws amendment (Article X, Section 2). The By-Laws amendment will be presented at the 26 August 2015 regular meeting of the MMRPC for approval.

C. Discussion of Design Review Commission:

After a lot of discussion regarding the advantages and disadvantages, the matter was tabled until more than just four commissioners were present. It will be put on the agenda for the August meeting, but a brief summary is below:

1. Tennessee Code Annotated 6-54-133 states that McKenzie must have a design review commission (DRC) in order to regulate the appearances of businesses (primarily along Highland Drive). McKenzie's legislative body (Board of City Council & Mayor) can either designate the planning commission to serve as a DRC or create a separate DRC. It is suggested that the makeup of a separate DRC include people from the community and people with architectural and engineering backgrounds. Owners may appeal decisions.
2. The DRC can develop general guidelines for the exterior appearance of said businesses, nonresidential property, multiple family residential property and any entrance to nonresidential property within the municipality.
3. We need to formalize our procedures ahead of time so we are ready for to attract new businesses, most of whom already have set standards for their projects appearance.
4. Any Design guidelines need to prevent indiscriminate building without discouraging business.
5. We need to clarify design guidelines rather than beautification aspects.

VII. New Business: NONE

VIII. Other Business:

A. August Agenda and Regular Planning Commission Meeting Schedule:

Agenda Meeting: Wednesday, 12 August 2015 at 5:00 P.M.

Regular Meeting: Wednesday, 26 August 2015 at 5:00 P.M.

IX. Adjournment:

The 23 July 2015 McKenzie Municipal-Regional Planning Commission meeting adjourned at 8:32 P.M.

Motion by: Keith Priestley; Second by: Garlon Prewitt; Passed: 4-0 (3 absent)