



MEMO

DATE: May 15, 2018
TO: Planning Commission
FROM: Wendy Deats, Town Planner
SUBJECT: Twice Daily Site Plan review (SP 2018-003; DR 2018-003)

Background

On April 24, 2018, the Planning Commission deferred the request to allow the Board of Mayor and Aldermen consider wastewater approval for commercial uses.

On May 8, 2018, the Board of Mayor and Aldermen has determined that it is the economic interest of the town to consider a policy for permitting taps for non-residential projects and has therefore directed Staff to develop a policy for Board review.

Attached is the staff report from the April Planning Commission meeting. Staff noted that the canopy fascia for the gas pumps does not match the color or materials of the building on site. The canopy fascia design will need to be corrected to move forward with the project. In addition, Staff noted that the building design may not be consistent with the Town's Design Guidelines. The architect has submitted changes to the building architecture and Staff is still working with the applicant on the building design, canopy design and signage. The Design Review meeting will be set for June 13, 2018. The applicant will not be able to proceed with the development until approval is obtained from the DRC.

Recommendation

With contingencies the project will conform to the Town's Land Development Ordinance, therefore, Staff recommends that the Planning Commission approve the site plan subject to the following contingencies:

1. Prior to the approval of a grading or building permit, approval for wastewater shall be obtained from the Board of Mayor and Aldermen.
2. The canopy fascia shall be redesigned to match the colors and materials of the primary building.
3. Prior to the issuance of a building permit, the applicant shall obtain approval from the Design Review Commission.
4. Prior to the issuance of grading or building permits, TDOT approval shall be obtained for access on Columbia Pike (SR6) and a copy of the written approval from TDOT shall be submitted to the Town.
5. Prior to the issuance of grading or building permits, construction plans shall be submitted and approved. Any upgrades to the utility infrastructure for the project shall be incorporated into the construction plans and shall be completed by the applicant in accordance with approvals.

6. Prior to the installation of any signage, the applicant shall obtain approval from the Design Review Commission. All signage shall comply with the standards set forth within the Land Development Ordinance.
7. Prior to the installation of any landscaping, a pre-installation meeting shall occur with staff to confirm all landscaping is installed per approved plans. Irrigation shall be installed in all landscape areas.
8. Any change of use, modification or expansion of the project site shall conform to the requirements set forth within the Land Development Ordinance and shall be approved prior to the implementation of any changes to the project.

Attachments

April Planning Commission Staff Report