

Oak Ridge Municipal Planning Commission

Regular Meeting

August 25, 2011

TIME: 5:30 p.m.

PLACE: Court Room, Municipal Building

PRESENT: Terry Domm, Chuck Agle, Lauren Biloski, Linda Brown, Charlie Hensley, Claudia Lever, Patrick McMillan, Jane Shelton

ABSENT: Kelly Callison, Austin Lance

ALSO

PRESENT: Monica Carroll, Kahla Gentry

Terry Domm, Chairman, called the meeting to order at 5:30 p.m.

Summary of Action

Approval of Agenda

The addition of Zoning Ordinance text amendments was added after FEMA Floodplain Regulation Amendments.

Approval of Minutes

Ms. Lever moved to approve the minutes of the regular meeting held July 28, 2011

(Motion 1) as presented.

Mr. McMillan seconded the motion, passed, 6-0. (Ms. Biloski and Mr. Hensley were not present)

Ms. Lever moved to approve the corrected minutes of the regular meeting held June 23, 2011.

(Motion 2)

Ms. Brown seconded the motion, passed, 6-0. (Ms. Biloski and Mr. Hensley were not present.)

Consent Agenda

The consent agenda was approved by unanimous vote thereby approving:

August Bond Report

One year extension of Letter of Credit for Oak Ridge Summit for infrastructure in the amount of \$299,235.60.

Plat of Correction; Courtyards at Briarcliff; 300 Briarcliff Avenue

Business Items

Amendment to Update Floodplain Regulations, Section 9.07 of the Zoning Ordinance

Staff reported that the updates to the floodplain regulations are required by FEMA in order for the City of Oak Ridge to remain in the Flood Insurance Program. Minor changes have been made throughout the

floodplain ordinance. A copy of the changes with strike through of wording being changed and bold for the new wording was provided to the Commissioners.

Ms. Brown moved to recommend to City Council approval of the revisions to the floodplain (Motion 3) regulations within the Zoning Ordinance as requested by FEMA and presented by staff.

Mr. Agle seconded the motion, passed 7-0. (Mr. Hensley was not present)

Zoning Ordinance Text Amendments

Staff presented the following proposed amendments to provide clarification of requirements.

●Section 3.18 Temporary Use Permits (d) Outdoor Displays, Sales of Seasonal Foods or Merchandise

3. Such merchandise *and/or sales* shall ~~not be displayed on any sidewalks, walkways, fire lanes, loading areas, driveways, or other vehicle ways that are~~ **be allowed only in designated paved parking areas provided that they do not interfere with** ~~essential for~~ safe vehicular circulation on the site;

●Section 13.02 (d) Architectural Character 1. Compatibility With Surroundings

The uses of certain materials as the primary exterior building material are prohibited in all commercial, office and multifamily residential (residential with more than four (4) attached housing units) zones **and for all non-residential uses within residential and special district zones.**

●Section 13.02 (e) Parking Configurations 2. Reduction in Apparent Size and Visibility of Parking Areas

Lines of parking spaces should have a limited run: there shall be no more than 15 contiguous parking spaces between landscaped islands within all commercial, **office, multifamily residential (residential with more than four (4) attached housing units)** zones **and for all non-residential uses within residential and special district zones.**

●Section 13.02 (e) Parking Configurations 3. Design of Parking Configuration Within IND-1, IND-2, and IND-3 Districts

Add the following language:

Within Industrial Districts, parking areas shall have no more than twenty (20) contiguous parking spaces without an intervening landscape island. **80% of all islands shall have at least one (1) tree planted.** Service/delivery areas are to be exempted from the parking configuration requirements. The ratio of Required Landscaped Area per square foot of paved area is eight percent (8%). Basic plantings around the foundation of the building are strongly encouraged and at all entrances into the site. For every 200 square feet of landscaped area, one (1) tree must be planted.

In no instance shall pavement on any site be closer than five (5) feet from a side or rear lot line, with the exception of a joint access easement.

●Section 13.02 (f) Landscape 2. Streetscape

In an effort to minimize the visual impact of parking areas in commercial, office, and multifamily residential (residential with more than four (4) attached housing units) zoning districts, shrub rows shall be planted within the Streetscape area at a minimum height of three (3) ~~feet~~ **feet** high along the boundaries of any parking area visible from public **or private** streets. Species used

shall be evergreen or have dense branching qualities, which provide an effective visual screen in all seasons. Consideration may be given to shrubs with 30-inch height in certain locations, based on species.

●Section 13.02 (f) 4. Maintenance (4)

In all ~~O 1 and O 2 Office Districts and B 2, UB 2 and B 3 Commercial Districts~~ **office, commercial, multi-family residential (residential with more than (4) attached housing units) zones, and for all non-residential uses within residential and special district zones**, either a permanent irrigation system shall be installed or a maintenance bond shall be posted for the first year from the date of the issuance of the Certificate of Occupancy. For all lots on which impervious surfaces, excluding structures, exceeds 7,500 square feet, the irrigation system shall be designed to provide total water coverage to all required planting beds. A plumbing permit must be obtained prior to beginning any installation. In the event a moratorium on water usage is declared this requirement will be suspended for the length of the moratorium.

*Should non-residential uses in residential zones and special district zones be included?

●Section 13.02 (h) 2. Site and Parking Area Lighting

In office zone districts, multifamily residential uses (residential with more than four (4) attached housing units), **and for all non-residential uses within residential and special district zones** the maximum lighting height shall be 24 feet. In all commercial zone districts the maximum lighting height shall be 30 feet. Lighting fixtures should be compatible in style with associated buildings. For non-residential uses in residential districts the maximum height shall be 24 feet.

●Section 14.05 General Requirements

4. Temporary signs, as defined in this article, shall be allowed in all other zoning districts only for special events such as, but not limited to, art and cultural events; recreation and sporting events; city, county or state sponsored events; and appertaining to campaigns, drives or events of civic, philanthropic, educational or religious organizations. This section shall also apply to all non-profit organizations in all zoning districts. Permits for such signs shall not exceed thirty (30) consecutive days. Such signs shall be allowed to be displayed the week prior to the individual special event and removed two (2) days after cessation of the individual special event. Signs may be interchanged to advertise individual activities throughout the thirty (30) day period. Temporary signs shall be non-illuminated and shall not exceed thirty-two (32) square feet of surface display area. One (1) temporary sign on-site and three (3) temporary off-site signs for special scheduled recreation and sporting events shall be allowed. Off-site signs shall not be placed within any public rights-of-way unless written permission is granted by the City and shall be removed the Monday following the scheduled event. Only one (1) permit shall be issued for a given place of business, **school or church** during any ~~four (4)~~ **three (3)** month period. Temporary signs for athletic facilities/fields are defined in Section 14.07.

●Section 14.06 Signs Allowed in All Districts (Exempt Signs)

8. Real estate marketing **or auction** signs provided that only one (1) non-illuminated sign per lot except where the lot fronts two (2) or more streets, one (1) additional sign per lot per street frontage shall be allowed; the total surface display area not to exceed thirty-two (32) square feet for non-residential (commercial and industrial zoning districts), sixteen (16) square feet for office-institutional zoning districts and six (6) square feet for residential zoning districts; shall not be over eight (8) feet in height measured from the ground level; may remain on the property the length of the sale and shall be removed ten (10) business days after the sale; and sign shall be

maintained in good condition. A freestanding sign designed to be viewed from two (2) different directions shall be considered as one (1) sign, provided that the two (2) sign faces are parallel (back-to-back), mounted on the same support structures, and neither side exceeds 16 (sixteen) square feet. For all two-sided signs not mounted parallel (back-to-back), the total surface display area shall not exceed 16 (sixteen) square feet.

Signs for advertising open houses, including directional signs, shall be allowed three (3) days prior to the open house and removed the day after the open house. Note: Off-site directional signs are only allowed for the advertising of an open house and not for the sale of the house or place of business.

●Section 16.12 (a) Uses Requiring Planning Commission Approval

All proposed uses of a parcel/lot in the UB-2, B-1, O-2 and MH-1 zoning districts, except as identified in Sections 16.13 and 16.14 of this ordinance, shall only be permitted after a site plan showing the proposed development of the parcel/lot is reviewed by the City Manager for compliance with all ordinances and regulations and is approved by the Oak Ridge ~~Regional~~ *Municipal* Planning Commission.

Mr. Agle moved to accept the proposed Zoning Ordinance text amendments as presented by (Motion 4) staff.

Ms. Lever seconded the motion, passed 8-0

Other Items:

Comparison Study of Development Policies, Procedures and Regulations

Information was presented by staff comparing the review process for subdivisions. The following cities and counties were compared with Oak Ridge: Farragut, Alcoa, Maryville, Knox County and Anderson County. Oak Ridge compared well with the other local governments in regards to the time required for review, the steps involved in completing the review and the fees charged for the review. (see attached comparison chart)

Reports

- a. City Council actions – No items to report
- b. Staff Report – No items to report
- c. EQAB (C. Agle) – No items to report
- d. TSAB (J. Shelton) – No meeting
- e. Anderson and Roane County Regional Planning Commissions (Staff) – Nothing to report
- f. Highland View Redevelopment Advisory Board (Claudia Lever) – No meeting

Adjournment

The meeting adjourned at 6:30 p.m.

Respectfully submitted,

Terry Domm, Chairman
Oak Ridge Municipal Planning Commission

