

Blount County

Planning and Development Services

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MEMORANDUM

TO: Members of the Blount County Planning Commission

FROM: Planning Department (Tel. 681-9301)

DATE: January 1st – January 21st, 2021

SUBJECT: Staff reports on items to be considered for the Thursday, January 28th, 2021 Regular Meeting. 4:30 PM Electronic Meeting

Hearings:

B. Preliminary – Major Subdivisions:

3. Ronald Moffett Property Subdivision by Ronald Moffett off Salem Road: 4 lots: 1 served off the county road and 3 served off a common driveway easement.

Background: The preliminary plat for the Ronald Moffett Property subdivision is a proposed 4 lot subdivision containing 22.6 acres off Salem Road. In order to meet the requirements of the subdivision regulations a common driveway is planned to serve the four lots exclusively off Salem Road. Lot 4 will have road frontage off Salem Road. Lots 1, 2 and 3 are to be served by the common driveway easement exclusively across lot 4. All four of the lots shall be restricted to driveway access off the common driveway. All the above information shall be noted on the future final plat.

The proposed location of the common driveway at this location is subject to review and approval by the Blount County Engineer. This proposed preliminary plat is subject to Blount County approval for a common driveway access along Salem Road.

The proposed preliminary plat for the Ronald Moffett Lots 1-4 is a major plat per the Blount County Subdivision Regulations since these lots are served by a common driveway and all requirements shall be met as described in this staff analysis. Sight distance improvement including removal of vegetation and other sight distance obstructions may be required as needed at the proposed entrance of the common driveway.

Analysis:

Design of plat, plat description: The parcel is located within the R-1 (Rural District 1) zone and lot sizes and density is appropriate for lots served by individual septic systems pending review and approval of all lots by the Blount County Environmental Health Department.

A private easement containing a common driveway with a t-turnaround is planned to serve all new lots. All the proposed lots are to be served by electric, public water and individual septic systems.

The parcel currently has a residence and barn located on the property. The bulk of the drainage will be directed towards the natural drainage areas. This four-lot plat does not require drainage engineering other than a common driveway plan design from an engineer. Special attention and erosion control measures during all on-site construction shall be required. All the new lots shall all become part of a maintenance agreement for maintenance responsibility for the maintenance responsibility of the common driveway.

Existing County Road(s): Salem Road is 15' to 18' wide according to the county road list and is adequate to accommodate this 4-lot subdivision.

Septic, Sanitary Sewer: All the proposed lots are to be served by individual septic systems. The Blount County Environmental Health Department has reported that preliminary soil information has been supplied as required for preliminary plat consideration. High intensity, lot specific soil information for final plat consideration will be required. The Blount County Environmental Health Department has stated that lot line adjustments, combinations and defined areas for duplication areas may be required pending future high intensity soil information.

Drainage and Erosion Controls: Storm water drainage information is not required for this four-lot preliminary plat. Erosion controls for the construction of the common drive and utilities to each lot may be required by the Blount County Storm Water Manager. *A county grading permit will be issued upon completion of the preconstruction meeting (as applicable).*

All erosion control measures shall be in place and inspected by the Storm Water Supervisor prior to any on-site construction.

Next, the owner shall comply with Section 8.02.1 prior to the removal of topsoil and install all erosion controlling devices as per the Erosion Control Plan in accordance with the Tennessee Erosion and Sediment Control Handbook, 2nd Edition. Planning staff shall inspect and approve on-site erosion controls prior to any earth moving activities. It is further the owner's responsibility to comply with

Section 7.01.9 for all site improvements regarding seeding, matting, ditch treatments and other measures to re-establish vegetative cover on all disturbed areas. Staff shall inspect and approve all final site improvements prior to releasing any final plat.

As applicable, it is the developer's responsibility to secure a Storm Water Pollution Prevention Plan (SWPPP) permit from the State of Tennessee for grading and clearing prior to commencing construction for the common driveway. Any changes in the field shall require as-built information at final plat. A final certification letter from the project engineer shall be required after project completion. Adequate building sites for each lot must avoid drainage areas.

Proposed Road Plan: A common driveway plan with profile, cross section, turn-around and proposed road layout shall be submitted. As-built plans or profiles may be required for this subdivision prior to final plat.

Public Water and Electric Utilities: Public water and electric are proposed to serve all the lots. Existing electric lines along power poles can be used to serve lots along the county road provided the electric utility can provide service, additional electric service shall be underground. 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. Written verification shall be provided that a surety has been posted or the extension of services has been accommodated from the individual utilities prior to any final plat. Conduit must be in place for any utility not installed.

Property Owner's Association: The developer shall supply documentation for a Property Owner's Association or maintenance agreement for the Ronald Moffett Property Lots 1-4 subdivision for staff review prior to final plat inclusive of the common driveway.

Construction of Improvements: As of this time there has been no construction of any improvements on site for the proposed subdivision. All utilities, common driveway construction, drainage tiles and ditches shall be constructed within the proposed common driveway easement or additional utility easements. The grade of the common driveway appears satisfactory. The entrance shall be level with the county road and adequate to accommodate the paved entrance. An entrance grading detail shall be added to the common driveway construction plan. Improvements required for this subdivision include the construction of the common driveway, paving of the common driveway entrance, installation of electric and public water to each lot (or a bond posted to the utility companies).

All on-site improvements shall be made by the owner. The common driveway must be fully installed to the last lot. A T-turnaround shall be constructed at the end of the common driveway to be contained within the easement.

The common driveway shall be constructed as follows:

At the entrance along Salem Road, the common driveway must be level with the county road to promote sight distance as much as possible. This area must be adequate to hold two full size vehicles side by side and have sight distance and access in and out of the common driveway entrance.

The common driveway shall be built on a compacted earth surface void of substandard soil conditions in the sub-grade. The graded surface shall be a prepared crowned surface a minimum of 16 feet wide between ditches and shoulders on both sides of the driveway. The gravel surface application shall be spread a minimum of 2 inches thick of gravel the entire length of the common driveway and be a minimum of 10 feet wide (five feet on either side of crown in sub-grade). The three-foot shoulders on both sides of the 10' wide gravel surface shall also be compacted and seeded and covered in straw as soon as the stone surface is applied.

The driveway entrance shall be paved as described in Section 6.02.5 (a)(1) of the Subdivision Regulations in order to improve turning movements in and out of the site, reduce wheel spin, keep gravel from migrating onto the county road, and to minimize damage to the existing paved edge of the state road. The paved surface shall be built to county road standards and the paving shall extend 30 feet from the edge of the existing pavement along Salem Road. A turning radius shall be constructed at the entrance on both sides of the drive as indicated in the entrance detail on the driveway plan prepared by the project engineer.

The proposed new common driveway and drainage facilities shall be built according to the above requirements. Public water and electric shall be completely installed to serve these lots prior to final plat for any lots and to avoid unnecessary disturbance to the driveways after completed or a surety posted to the appropriate utility. This is also the case for any cable supplier and telephone. Should a surety be posted for the electric, water, cable and phone utility prior to final plat, certification of said surety shall be required in addition to ensuring that conduit has been installed for all driveway crossings. The comments of the Highway Department and Storm Water Supervisor are included in this staff analysis.

Any modifications to the common driveway, drainage and lot design shall be supplied to staff with an updated preliminary plat submission prior to the preconstruction meeting. Prior to any on-site work the owner shall contact the planning office to schedule a preconstruction meeting.

Developer Notice:

- It is the owner's responsibility to contact the local US Postmaster (at this location) to make any arrangements for postal service. Any revised design to

accommodate cluster mailboxes shall be included in the construction plans prior to the preconstruction meeting.

- Any construction prior to a preconstruction meeting with staff or required permits is at the risk of the owner.
- The developer shall supply a full set of construction plans to staff for review to include all the following:
 - Any modifications to preliminary plat design from surveyor including cluster mailbox area (if applicable).
 - All shared driveway, drainage and erosion control plans updated and certified by project engineer (if applicable).
 - All utility plans to staff, including electric, water, natural gas, cable and telephone (as applicable to this development) and certified by the appropriate service provider.
- A full set of construction plans with modifications must be approved by staff prior to on-site construction.
- The owner shall contact the Planning Department at 681-9301 to schedule a preconstruction meeting.
- The owner, developer, surveyor, project engineer, grading and utility contractor and a representative of all utilities shall attend a preconstruction meeting.
- The owner shall apply for a county grading permit from the Blount County Storm Water Manager at 681-9301 (if applicable). All erosion controls must be fully installed and inspected by the Storm Water Manager prior to any on-site construction activities as per the subdivision regulations.
- The developer shall coordinate with the Subdivision Inspector/Storm Water Supervisor at 681-9301 to schedule inspections during construction.
- It is the responsibility of the developer and contractors to contact Tennessee One-Call to verify the location of all utilities at least 72 hours prior to any construction at 1-800-351-1111.

Maintenance agreement for common drive: The owner shall supply a maintenance agreement documentation prior to final plat inclusive of maintenance responsibilities for the common driveway for staff review.

Administrative Considerations: The proposed Ronald Moffett subdivision was reviewed inclusive of subdivision regulations for small lots served by a common driveway easement with public water, electric and individual septic.

Outstanding items to be completed:

1. Proposed common driveway at this location subject to review and recommendations of the County Engineer for sight distance safety.
2. All instructions in this staff analysis including the Developer Notice, utility information, SWPPP permit (if applicable), revised construction plans, preconstruction meeting and construction of all improvements including common driveway and utilities.
3. Supply copy of maintenance agreement documentation to staff for review inclusive of the maintenance of common driveway.
4. Preliminary plat fee.

In accordance with past actions of the Planning Commission in similar situations, the Planning Commission has options to 1) deny preliminary plat due to identified deficiencies, 2) defer preliminary plat approval until deficiencies are addressed, or 3) grant preliminary plat approval subject to meeting all requirements, applying identified conditions, and addressing deficiencies.