

Regular Minutes of the
Ashland City Planning Commission
October 1, 2007

DRAFT

The Ashland City Planning Commission met in regular session on October 1, 2007
At 5:30 p.m. in the Municipal Building.

Chairman Joe Macha called the meeting to order at 5:30p.m.

Commissioners present: Ed Nichols, Hadley Williams, Yvonne Stinnett, Joe Macha, Gary Norwood
and Jim Yates

Commissioners Absent: Dwayne Noe

Others Present: Michael Armstrong, Franklin Wilkinson, Sharon Caton

Macha requested a motion to approve the minutes from September 10, 2007. A motion was made by
Williams and 2nd by Stinnett to approve the minutes as written. Minutes were approved by unanimous
voice vote.

Public Forum: None

Old Business: Land Use Plan - Issues & Opportunities.

Sharon Caton addressed the Commission. She requested the Commission members turn in to her the
Issues & Opportunities survey. Sharon requested permission to distribute a simplified version to the
Issues & Opportunities survey to the general public. She will try to get them out and returned by the
next meeting. Mayor Norwood asked how the surveys will be distributed. Sharon Caton said the forms
will be numbered to prevent duplicates and the forms will be available at City Hall. The survey will
only be for citizens of Ashland City. It will include section questions regarding commercial trade,
retail trade and services not available in the city. Also, natural and cultural resources for preservation,
transportation, public facilities, housing and intergovernmental cooperation. At the next meeting we
should plan on about a 30 minute tour. Next each member will receive a demographic package and
maps that help identify land use. A copy of the survey will be available for review before it is sent out
to the public. This will be useful in identifying gaps in services or gaps in commercial business. Mayor
Norwood asked how the surveys will be sent out. An article will run in the local paper along with a
copy of the survey explaining what we are trying to accomplish. It should take about 60 days to receive
the survey information. Macha asked what the minimum number of responses we need to be relevant.
Sharon Caton said we need a 10% response to be relevant and avoid skewing. For the next meeting
Sharon Caton requested each member to bring in three things: 1. Tell five things about the city you
absolutely love. 2. Three things about the city that aggravate you. 3. For the three things that aggravate
you tell us how to fix it. Be prepared for the driving tour at the next meeting. Stinnett asked if the Land
Use Committee meetings will be during the regular Planning Commission meetings? Sharon Caton
said yes and from time to time will have technical experts address the committee.

New Business:

Planning Commission Appointments

Sharon Caton explained that the State of Tennessee passed a law in July 2007 requiring a Regional Planning Commissions to appoint two members to the Commission that reside outside the city. Mayor Norwood asked if the Commission would consider becoming a Municipal Planning Commission. Sharon Caton said she would research the possibilities of Ashland City becoming a Municipal Planning Commission. It would require a action from both the Planning Commission and the City Council.

Global Information System Training

Sharon Caton said training for the GIS system and viewer software is available to all Planning Commission members. Austin Peay State University can provide a free three hour course. Breakfast snacks and coffee are provided and the training can serve as four CEUs for each member that attends. The room can accommodate up to 15 people. Sharon Caton requested that for the next meeting that the Commission pick a date for the training and decide on how many people will attend.

Other: None

A motion to adjourn was made by Stinnett and 2nd by Williams.

Meeting was adjourned at **6:20 P.M.**

Chairman Joe Macha