

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Thursday, January 17, 2019

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

Secretary Rob Harrison called the meeting to order at 12:03 p.m.

Present 4 - Gordon Atchley, Council Member Rob Harrison, Greg Tabor, and Mayor James Mayberry

Absent 2 - Kevin Poore, and Chairman Mike Moser

Others present were City Manager Greg Wood, Don Cole, Kevin Dean, and Malena Fisher.

Agenda Items

1. Approval of 11/15 minutes

Motion made by Gordon Atchley, seconded by Greg Tabor, to approve the November 15 minutes. Motion carried by the following vote:

Aye: 4 - Atchley, Council Member Harrison, Tabor and Mayor Mayberry

Absent: 2 - Poore and Chairman Moser

2. Elections of Officers

Current chairman is Mike Moser, vice-chairman is Kevin Poore, and secretary is Rob Harrison.

Motion was made by Gordon Atchley, seconded by Mayor James Mayberry, for current officers to remain in place. Motion carried by the following vote:

Aye: 4 - Atchley, Council Member Harrison, Tabor and Mayor Mayberry

Absent: 2 - Poore and Chairman Moser

Chairman Mike Moser and vice-chairman Kevin Poore arrived at 12:05 p.m.

Present 6 - Kevin Poore, Gordon Atchley, Council Member Rob Harrison, Greg Tabor, Chairman Mike Moser, and Mayor James Mayberry

3. Release of a Financial Guarantee, The Gardens Phase 8, Plat 1

The developer has completed the binder paving and curb for The Gardens Phase 8, Plat 1, Holly Tree Drive. Approximately 875 feet of new binder and curbing have been installed, inspected, and accepted by the City Street Department Supervisor. Staff recommends the approval for the release of the financial guarantee, a Letter of Credit

in the amount of \$90,899, and the recommendation to City Council the acceptance of this street as an Official City Street.

A motion was made by Kevin Poore, seconded by Greg Tabor, to approve the release for the financial guarantee and recommend to the City Council that the 875 feet of Holly Tree Drive be accepted as an official City Street. The motion carried by the following vote:

Aye: 6 - Poore, Atchley, Council Member Harrison, Tabor, Chairman Moser and Mayor Mayberry

4. Release of a Financial Guarantee, Panther Valley Phase 2

The developer has completed paving for Panther Valley Phase 2, approximately 1480 feet. The new binder paving has been inspected and approved by the City's Street Department. Staff recommends approval of the release for the financial guarantee for Panther Valley Road, which is in the form of an escrow account in the amount of \$81,134 and recommendation to the City Council the acceptance of this street as an official City Street.

A motion was made by Mayor Mayberry, seconded by Greg Tabor, to approve the release of the financial guarantee and recommend to the City Council that Panther Valley Road be accepted as an official City Street. The motion carried by the following vote:

Aye: 6 - Poore, Atchley, Council Member Harrison, Tabor, Chairman Moser and Mayor Mayberry

5. Staff Reports and Other Business, Kevin Dean - Local Planner

City Planner Kevin Dean presented the Staff Reports:

- *In House Plats (In Progress)*
 - o *None*

- *In House Plats (Completed)*
 - o *The Gardens Ph7 ReSub of Lots 32 & 34, a simple 2 lot resubdivision located on Red Oak Drive, has been recorded as Plat Book 12 page 140*
 - o *The Payne and Isaacson Subdivision a simple 3 lot into 2 lot, located along Pigeon Ridge Road, has been recorded as Plat Book 12 page 138*
 - o *Crossroad Villages PhIV Unit IV, a simple 2 lot subdivision, as part of the preliminary plat, located along Deerfield Road, has been recorded as Deed Book 1538 page 2106.*

- *Regular Plats (In Progress)*
 - o *None*

- *Regular Plats (Completed)*
 - o *The Gardens Ph7 Lots 3-6 Resub, as presented and approved by the Planning Commission at the Nov. 15, 2018 meeting, has been recorded as Plat Book 12 page 139*

- *Other*
 - o *Reminder that all Planning Commissioners must fill out and submit their Statement of Interest form SS8005 (Ethics Form) to the State of Tennessee by January 31st.*
 - o *Training for 2019 – Subdivision Regulations & Private Property Rights*

- *Planning Commission is required to have four hours of training, one hour of which must be on Private Property Rights. Most materials will be covered in several mini-sessions to avoid having a four- hour block taken up on a day, as well as some possible co-training with the County Planning Commission on some topics.*
- o *Subdivision Regulation Revision/Amendment 2020*
- *Staff's goal is to do a revision and/or amendment to the existing subregulations in 2020, which is one reason training on existing subregs will be included in training. The Planning Commission will then be much more familiar with current regulations and help see any corrections or changes necessary.*

Monthly Planning Report: July 1, 2018 to Jan. 11, 2019

- *Planning Items reviewed: 15*
- *Number of Preliminary Lots: 74*
- *Number of Final Lots: 25*
- *Number of New Lots Created: 10*
- *Fees Collected: \$1,200.00*
- *Acres Subdivided: 27.867*
- *New Roads: 0 feet*
- *New Water Lines: 0 feet*
- *New Sewer Lines: 0 feet*

Kevin introduced Don Cole, a PE who has joined the City of Crossville Engineering Department.

Motion was made by Kevin Poore, seconded by Gordon Atchley, to approve the staff report. Motion carried by the following vote:

Aye: 6 - Poore, Atchley, Council Member Harrison, Tabor, Chairman Moser and Mayor Mayberry

Adjournment

A motion was made by Gordon Atchley, seconded by Greg Tabor, to adjourn. The motion carried by the following vote:

Aye: 6 - Poore, Atchley, Council Member Harrison, Tabor, Chairman Moser and Mayor Mayberry