

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Thursday, December 18, 2014

12:00 PM

City Hall

**Planning Commission**

**Regular Meeting**

**Call to Order**

*Chairman Burgess called the meeting to order with the following members present: Gordon Atchley, Rob Harrison, Mayor Pro Tem Harris, Mayor Mayberry, Kevin Poore, and Dave Burgess. Also present were Tim Wilson, Richard Smith, Sue Patton, Anthony Findley, David Rutledge, Kevin Dean, and Valerie Hale.*

**Agenda Items**

**1** Approval of minutes 11/20/14

**A motion was made by Rob Harrison , seconded by James Mayberry, that the minutes of November 20, 2014 meeting be approved as presented. The motion carried by an unanimous vote.**

**2** Two Lots Webb Sales Subdivision - Final Plat

*This plat was submitted and denied due to lack of representation on November 20, 2014. The Planning Commission voted to waive the resubmittal fee if the property owner returns to the planning Commission for approval.*

*This is a two lot subdivision. The developer is requesting a variance for the requirement of the State Environmentalist's signature. The developer had plans to build two homes on the single lot. On August 13, 2014, the developer had two soil studies conducted and obtained two permits for construction of two subsurface sewage systems on one lot. The developer now wishes to subdivide the lot into two lots, with an existing house on each lot. Due to the requirements of the State of Tennessee, the developer would be required to pay the State Environmentalist fee again to get their signature on the plat, even though the permits were issued 4 months ago. The developer is requesting a variance to the requirement for the State Environmentalist's signature on the plat.*

**VARIANCE REQUEST:**

- *Requirement of the State Environmentalist's signature: Based on the data and existing permits, the developer is requesting a variance to the requirement for the State Environmentalist's signature on the plat. Staff Recommendation: With the permits being presented and the septic systems being located on each lot in their entirety, staff recommends approval of the variance.*

**A motion was made by Kevin Poore, seconded by Pamala Harris, that this Planning Item be recommended for approval. The motion carried by the following vote: Ayes: Atchley, Moser, Burgess, Harrison, Harris, Mayberry, and Poore.**

**3** Rutledge Property (Final)

*This is a two lot subdivision located on Highway 127 South near the entrance to Cumberland Mountain State Park. The existing lot is located outside the City of Crossville, but does have a low pressure sewer line across the front of the property.*

*Under the current policy, the City does not allow for residences or businesses to access the City's sewer system if they are outside its corporate boundary. Mr. Rutledge had a soils analysis conducted for both proposed lots. According to Mr. Rutledge, the business located on proposed lot 2, does have a working septic system. He will be installing a new septic system on proposed lot 1. A subsurface permit has been obtained by Mr. Rutledge for the proposed lot 1 from the State and the State Environmentalist has signed off it. As noted on the plat, Lot 2 has not been evaluated. Mr. Rutledge is requesting a variance for the requirement of the State Environmentalist's evaluation and signature for lot 2. His reason for requesting the variance is based on the fact, according to Mr. Rutledge, of the existing working septic system and the location of the City's low pressure sewer line. Mr. Rutledge has stated in his request that if the existing septic system fails, then he would request that is be annexed in the City of Crossville to access the low pressure sewer line that is located on his property.*

*VARIANCE REQUEST: Requirement for State Environmentalist's evaluation and signature*

- *Mr. Rutledge is requesting a variance for the required evaluation and signature of the State Environmentalist on the grounds of his claim that the septic system on the proposed lot 2 is a working system and should that system ever fail, that the property could be annexed and tied on to City sewer.*
  - o *Staff Recommendation: Since the regulations do require the evaluation and signature and there is no guarantee that the City Council would accept the request for annexation, staff must recommend denial of the variance request. If the variance is denied, then the plat must be denied as well.*

*Chairman Burgess asked if the State would issue a permit on lot 2. Kevin Dean pointed out that the State historically will not issue a permit if sewer is accessible and/or available. The sewer line is on Mr. Rutledge's property, and he actually gave the City an easement in exchange for a sewer tap when the sewer line to the State Park was built.*

*Kevin Dean also pointed out that if the septic system fails and the State doesn't issue a new permit, and City Council refused to annex the property, the business currently located on the property would have to close.*

**A motion was made by Rob Harrison, seconded by Kevin Poore, that the variance be granted because of the accessibility of sewer, and subject to state environmentalist's signature on Lot 1. The motion carried by the following vote: Ayes: Atchley, Burgess, Harrison, Harris, Mayberry, and Poore.**

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#### **Plat Revision Lots15 &16 Phase I The Gardens**

*This is a 1 lot subdivision that is combining two lots into one. The lots are part of Phase I of the Gardens, which is very different from the rest of the development. The original concept was to create footprint structures surrounded by common open space. Through the years their model has changed. The developer and owner of the two lots are working to change part of the original footprint idea to meet closer to the current model of development. When the original plat was created, there were no setbacks on the lots, however, by combining the two lots into one, the standard setbacks are required by the Crossville Regional Planning Commission's subdivision regulations. The common ground open space that surrounds the lots was intended to be the "buffer" between structures. The developer is requesting a variance to the required setbacks.*

**VARIANCE REQUEST:**

- **4 foot setback on the south western and north eastern side of the property bring**

the side setbacks, from 10 foot to 6 foot and a 10 foot variance on the rear of the property, bringing the rear setback from 10 foot to zero.

The developer/owner is requesting a variance to the required setbacks and allow the property to be developed as it was initially intended and approved by the Planning Commission, with the exception that a single family structure be constructed instead of the planned duplex. The developer does have a plan to join the common ground open space to the existing lots in Phase I and make each lot bigger. When this occurs, the majority of lots in the development will meet the required setbacks. The variance is being requested for these lots due to the time needed to achieve the overall change in the phase, and the desire to move forward with the construction of the new home by the owner.

**STAFF RECOMMENDATION:**

- With the existing common ground, proper separation is achieved for adequate fire protection. The exception to this being Lot 17. Lot 17 is directly adjacent to the existing Lot 16 without any common ground or open space. Lot 17 does have a structure already built on it that is located approximately 20 from the common property line.
  - o With the zero lot lines that had previously been approved by the Planning Commission and the location of the structure already on lot 17 being 20 feet from the common property line, staff recommends approval of the variance.

**A motion was made by Rob Harrison, seconded by James Mayberry, that this variance request be recommended for approval. The motion carried by the following vote: Ayes: Atchley, Burgess, Harrison, Harris, Mayberry, and Poore.**

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#### Harrison Heights Resubdivision of Lots 50-56 (Final)

*This is a small resubdivision, of PB1 page 93, combining 7 lots into 3 lots with one lot line adjustment, located off Hollis Lane. All water, sewer, and roads are in place and each final lot has access to each. After initial staff review, two notes were needed to be added to the plat. One concerning an existing setback encroachment on lot 50 and the note stating any Flood Plain location. The surveyor and developer decided to add two stickers to the plat in lieu of having to completely redraw the plat and obtain all the owners signatures before official submission to the Planning Commission. Staff does not have a problem with this correction, but felt it was necessary to make note of the added stickers in the minutes, should any question arise to when they were added to the plat.*

**A motion was made by Gordon Atchley, seconded by James Mayberry, that lots 50-56 be combined into 3 lots. The motion carried by the following vote: AYES: Atchley, Burgess, Harris, Mayberry, and Poore. Harrison abstained due to a conflict of interest, Sue Patton is his cousin.**

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#### Community Transportation Planning Grant

*City Council approved a resolution at the December 9, 2014 meeting for an 90/10 grant opportunity to assist in the cost of a transportation study. The City is seeking to develop a Traffic Flow Study inside its Urban Growth Boundary, which will provide a better understanding of county wide community traffic patterns. The study will include a ranking system for all traffic signals that will yield an optimized timing plan showing which signals are in need of synchronization. The study will also provide a base to build future land use planning and potential changes to the City's Major Thoroughfare Plan.*

*The City staff is asking for the Planning Commission to review the application and make a recommendation in favor of the grant to provide the City with this much*

*needed study.*

**A motion was made by Rob Harrison , seconded by Kevin Poore, that a letter of support be sent to TDOT in regards to a grant opportunity to assist in the cost of a transportation study. The City is seeking to develop a traffic flow study inside its urban growth boundary, which will provide a better understanding of county wide community traffic patterns. The motion carried by an unanimous vote.**

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**Staff Reports & Other Business: Kevin Dean, Local Planner**

- *In House Plats (In Progress)*
  - o *Collins Acre: A simple 1 lot subdivision located off Hillsway in the Greenbriar Subdivision, cutting 1 acre off an adjoining property and adding it to lot 17. This plat has been reviewed and approved and should be recorded by the time of the meeting.*
  
- *In House Plats (Completed)*
  - o *Bottoms Up Subdivision: This plat was submitted and denied at the November Planning Commission meeting. However, a variance was granted in regard to the 30 foot driveway of the flag lot for a commercial development, so the plat could then be handled as in In-House plat upon resubmission. The secondary review fee was also waived. The plat was resubmitted with the proper soils analysis and State Environmentalist's signature. It was recoded at the Register of Deeds as Plat Book 11 page 636.*
  
- *Regular Plats (In Progress)*
  - o *Staff is currently working on a regular resubdivision plat for Phase I of the Gardens. The plat should be ready by the January Planning Commission.*
  
- *Regular Plats (Completed)*
  - o *None*
  
- *Other*

*Monthly Planning Report: July 1, 2014 to December 11, 2014*

- *Planning Items reviewed: 17*
- *Number of Preliminary Lots: 50*
- *Number of Final Lots: 55*
- *Number of New Lots Created: 31*
- *Fees Collected: \$1,350.00*
- *Acres Subdivided: 52.797*
- *New Roads: 1930 feet*
- *New Water Lines: 1670 feet*
- *New Sewer Lines: 1711 feet*

*Other Business: None*

**The staff report was received and is on file with the planning office.**

**Adjournment**

**A motion was made by Rob Harrison , seconded by Gordon Atchley, that this meeting be adjourned. The motion carried by an unanimous vote.**