

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, May 16, 2024

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on Thursday, May 16, 2024 at Crossville City Hall. Chairman Greg Tabor was present and presiding. He called the meeting to order at 12 p.m.

Roll Call

Present 4 - Greg Tabor, Mayor Pro-tem Rob Harrison, Vice Chair Kevin Poore, and Jerry Wood

Absent 3 - Gordon Atchley, Mayor R.J. Crawford, and Landon Headrick

Others present were City Clerk Baylee Rhea, Kevin Dean, and Ethan Hadley.

Public Comment

There were no comments.

Agenda Items

1. Time for Travel RV Park - Site Plan

The property owners are proposing a 13 site RV campground along Highway 127 South near Trinity Tabernacle at the intersection of Graham Road and Highway 127 South. An "Entrance Only" driveway is proposed for Highway 127 South and an "Exit Only" driveway is proposed for Graham Road. There will be a private drive within the park, private water lines, and service lines, which will be master metered. The developer is proposing two structures on the property, a bathhouse, and an office. A TDOT driveway permit will be required for the proposed driveway to Highway 127 South.

A motion was made by Kevin Poore, seconded by Gordon Atchley, to approve the site plan contingent upon TDOT driveway permit and any required storm water permits. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

Gordan Atchley arrived at 12:01 p.m. at the start of the discussion of Item 1.

2. Small Cell Sites within TDOT ROW - Telecommunications

Crown Castle, the developer of small cell towers, is proposing three new locations.

These three new locations will replace three of the previously approved locations. They are rescinding the applications for the small cell towers that were proposed for the intersection of Northside Drive and Highway 127 North, one located in front of Verizon Wireless, and one near Burger King on Main Street. All three of these locations were proposed for street light pole replacement with the small cell equipment located on top of the light. The three new locations will be in front of Plateau Insurance on Highway 127 North, in front of Charleston Plantation, and at the intersection of Webb Avenue and Genesis Road. The three new locations will be single monopole and not street light poles. The locations near Charleston Plantation and Plateau Insurance are requiring more information in regard to conflict with existing underground utilities. The proposed site at Genesis Road and Webb Avenue has no conflicts.

A motion was made by Gordon Atchley, seconded by Kevin Poore, to rescind approval of the three street light pole locations. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Jerry Wood, to approve proposed locations contingent upon Engineering review of any potential utility conflicts. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

3. Renew financial guarantee for The Gardens Ph 8 Plat 3, Temp Cul-de-sac - Letter of Credit

The developer is requesting an extension on the financial guarantee for the temporary cul-de-sac for The Gardens Phase 8 Plat 3. They have provided a new agreement and letter of credit with the required 10% increase for an additional 12 months.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the release of the previous agreement. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to accept the new financial guarantee agreement. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

4. Renewal of financial guarantee for The Gardens Ph 8 Plat 4a for temporary cul-de-sac - Letter of Credit

The developer is requesting an extension on the financial guarantee for the temporary cul-de-sac for The Gardens Phase 8 Plat 4a. They have provided a new agreement and letter of credit with the required 10% increase for an additional 12 months.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison,

to approve the release of the previous agreement. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to accept the new financial guarantee agreement . The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

5. Release of a Letter of Credit for The Gardens Phase 8 Plat 4a, stormwater structure - Letter of Credit

The developer has completed the required construction of a stormwater structure for The Gardens Phase 8 Plat 4a. The amount of the Letter of Credit is, \$16,500.00.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the release of the letter of credit. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

6. Annexation and Plan of Services for Canary Drive and Tax map 112L C 014.00 - Annexation and Plan of Service

The property owner has requested annexation and a sewer line extension to their property. The sewer line extension is approximately 760 feet. Per the Main Line Utility Extension ordinance, 18-107, the property owner will be responsible for the material cost of the utility line extension. The amount for this extension is \$6,428.10. This amount will need to be paid to the City within 12 months of the approval of annexation. After that 12-month period, a new cost estimate will be required and that amount would need to be paid.

The annexation does include approximately 530 feet of Canary Drive. This portion will be accepted in its current condition. The lot and right of way to the lot does appear on a recorded plat, Plat Book 7 page 64. That plat states the dedication of the right-of-way. So, there should be no conflict of property deeds extending to the center of the road.

This Resolution was approved

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to recommend approval of annexation and plan of services to City Council. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

7. Staff Reports and Other Business

- *In House Plats (In Progress)*
 - o *Luttrell Division, a simple 1 lot subdivision along County Garage Road.*
- *In House Plats (Completed)*
 - o *Anna Pearl Cox, Simple plat, recorded as Plat Book 12 page 655*
 - o *Canelles Division along Peavine Road, recorded as Plat Book 12 page 654*
- *Regular Plats (In Progress)*
 - o *Dayton Ave Plat, proposed 4 lot division with variances. Expected to be on the June agenda.*
- *Regular Plats (Completed)*
 - o *Ivey Land Subdivision Re-submittal, recorded as Plat Book 12 page 658*
- *Other*
 - o *Update on Utility Mainline Extension Ordinance*
 - *A draft copy of the ordinance and policy have been sent to the City Manager and City Clerk to review. Upon their review and suggested changes, a draft will be submitted to Planning Commission to review and make suggested changes.*

Monthly Planning Report: July 1, 2023 to May 8, 2024

- *Planning Items reviewed: 73*
- *Number of Preliminary Lots: 65*
- *Number of Final Lots: 98*
- *Number of New Lots Created: 55*
- *Fees Collected: \$5450.00*
- *Acres Subdivided: 118.876*
- *New Roads: 1675 feet*
- *New Water Lines: 1675 feet*
- *New Sewer Lines: 2235 feet*

A motion was made by Kevin Poore, seconded by Gordon Atchley, accept staff reports as presented. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Vice Chair Poore and Wood

Absent: 2 - Mayor Crawford and Headrick

Adjournment

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to adjourn the meeting at 12:13 p.m. The motion carried unanimously.