

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Thursday, October 19, 2017

12:00 PM

City Hall

Planning Commission

Regular Meeting

Rollcall

Present 4 - Kevin Poore, Gordon Atchley, Rob Harrison, and Greg Tabor

Absent 3 - Mayor James Mayberry, Council Member Pamala Harris, and Chairman Mike Moser

Others present were Darrell Hall, Marvin Otto, Kevin Dean, Malena Fisher, and Valerie Hale.

Call to Order

The meeting was called to order by Vice Chair Kevin Poore at 12:05 p.m.

1 Approval of minutes (09/21/17)

A motion was made by Gordon Atchley, seconded by Greg Tabor, that the minutes of 09/21/17 be approved as presented. The motion carried by the following vote:

Aye: 4 - Poore, Atchley, Harrison and Tabor

Absent: 3 - Mayor Mayberry, Council Member Harris and Chairman Moser

Chairman Moser arrived at 12:06 p.m.

2 Approval of Country Cupboard Setback Variance

The owners of Country Cupboard are requesting a side setback variance of 8 feet, reducing the setback to 2 feet. Due to the layout of the lots and shared parking spaces with an adjacent business, they cannot expand on the other side without losing parking.

Due to the original building not being constructed parallel to the property line and the unique shared parking spaces with an adjacent business, City staff recommends approval of the setback variance.

A motion was made by Rob Harrison, seconded by Kevin Poore, to approve the setback variance. The motion carried by the following vote:

Aye: 5 - Poore, Atchley, Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Council Member Harris

4 Approval of Crossroads Villages Phase II - Unit IV, Final Plat

The developer has submitted a two lot subdivision with a road extension. The water and sewer are existing. The approximate 330 feet of Premier Drive has been inspected and approved by the City Street Department. The developer is providing a Letter of Credit in the amount of \$11,500.00 for a temporary cul-de-sac.

Staff recommends approval of the plat, acceptance of the LOC and requests the Planning Commission to forward a recommendation for street acceptance to the City Council for the approximate 330 feet of Premier Drive, stopping short of the temporary cul-de-sac.

A motion was made by Rob Harrison, seconded by Gordon Atchley, to approve the plat and recommend acceptance of the road to City Council. The motion carried by the following vote:

Aye: 5 - Poore, Atchley, Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Council Member Harris

A motion was made by Kevin Poore, seconded by Rob Harrison, to accept the Letter of Credit from the developer, Glenn Clark & Union Bank, in the amount of \$11,500. The motion carried by the following vote:

Aye: 5 - Poore, Atchley, Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Council Member Harris

3 Approval of Financial Guarantee Release Meadow Creek LLC McHenry Division

The property owner, Timothy McHenry, contacted City Staff and informed them that the proposed waterline has been installed by West Cumberland Utility District and passed inspection. They are requesting the release of their funds in the amount of \$5,000.

A motion was made by Kevin Poore, seconded by Gordon Atchley, to release the Financial Guarantee in the amount of \$5,000. The motion carried by the following vote:

Aye: 5 - Poore, Atchley, Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Council Member Harris

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

- *In House Plats (In Progress)*
 - o *Replat of Forest Hill – A simple 2 lot subdivision at the corner of Sheree and Larissa, plat has been submitted and is under review.*
 - o *DeMarcus Plat – A simple 1 lot subdivision off a parcel greater than 5 acres along Earl Jones Road. The Plat has been submitted and is under review.*
- *In House Plats (Completed)*
 - o *None*
- *Regular Plats (In Progress)*
 - o *Findley Division Wells Road, has been put on hold. Staff is awaiting a correction in*

utility easements not shown on the plat.

- *Regular Plats (Completed)*
 - o *Panther Valley Phase I has been recorded with the Register of Deeds office as Plat Book 12 page 33.*
 - o *Findley Division 4th Street has been recorded with the Register of Deeds office as Plat Book 12 page 34*
 - o *Smith Division on Virgil Smith Rd has been recorded with the Register of Deeds office as Deed Book 1520 page 484*
 - o *Bruce Wyatt, Cotton Patch Subdivision has been recorded with the Register of Deeds office as Plat Book 12 page 35*
 - o *Darwin & Vickie Scarlett plat has been recorded with the Register of Deeds as Plat Book 12 page 36*
 - o *Blackberry Ridge Phase IV has been recorded with the Register of Deeds office as Plat Book 12 page 38*

Monthly Planning Report: July 1, 2017 to October 12, 2017

- *Planning Items reviewed: 21*
- *Number of Preliminary Lots: 6*
- *Number of Final Lots: 50*
- *Number of New Lots Created: 34*
- *Fees Collected: \$1,700.00*
- *Acres Subdivided: 55.525*
- *New Roads: ~1221 feet*
- *New Water Lines: ~635 feet*
- *New Sewer Lines: ~1290 feet*

Rob Harrison commented on developer's cost of building roads, water, and sewer and the significant value of those to the City. Kevin Dean offered to submit a report at the next meeting giving a running total of the value of infrastructure being donated to the City.

A motion was made by Kevin Poore, seconded by Greg Tabor, to accept the Staff Report. The motion carried by the following vote:

Aye: 5 - Poore, Atchley, Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Council Member Harris

Adjournment

A motion was made by Gordon Atchley, seconded by Kevin Poore, that the meeting be adjourned. The motion carried by the following vote:

Aye: 5 - Poore, Atchley, Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Council Member Harris