

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, May 18, 2023

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on May 18, 2023 at Crossville City Hall. Vice Chairman Kevin Poore was present and presiding. He called the meeting to order at 12:01 p.m.

Rollcall

Rollcall

- Present** 5 - Gordon Atchley, Greg Tabor, Mayor Pro-tem Rob Harrison, Landon Headrick, and Kevin Poore
- Absent** 2 - Chairman Mike Moser, and Mayor R.J. Crawford

Others present were Greg Wood, Kevin Dean, and Baylee Rhea.

Agenda Items

1. Approval of minutes (3/16 and 4/20)

A motion was made by Gordon Atchley, seconded by Landon Headrick, to approve the minutes from 3/16 and 4/20. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

2. Ivey Land Subdivision - Final Plat

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Greg Tabor, to waive the appearance requirement of the property owner. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

The property owners are proposing a 14-lot final plat for their property along Crossroads Drive, known as the Ivey Land. The preliminary plat was approved in September of 2022. All infrastructure is existing.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Greg Tabor, to approve the final plat. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

3. Roane State Expansion - Site Plan

Roane State Community College is proposing a 5,474 square foot expansion on the western side of their building located on Cook Road. It will be new classrooms and teaching labs. New driveways to public roads are not required. There will be new sewer connections and water will be serviced from the existing building.

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

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

4. Acceptance of Letter of Credit for Temporary Cul-de-sac, The Gardens Phase 8 Plat 4a

The developer is requesting the acceptance of a Letter of Credit for a temporary cul-de-sac on Juniper Lane for The Gardens Phase 8 plat 4a. The amount of the Letter of Credit is \$17,537.

A motion was made by Gordon Atchley, seconded by Greg Tabor, to accept the Letter of Credit in the amount of \$17,537. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

5. Release of a Letter of Credit for The Gardens Phase 8 Plat 4a - Completion of Roads

The developer has completed the requirements for The Gardens RV Drive and Juniper Lane, except for a temporary cul-de-sac located at the end of Juniper Lane. The amount of the Letter of Credit is \$125,730.00. The Street Department has inspected and approved these roads.

A motion was made by Gordon Atchley, seconded by Greg Tabor, to release the Letter of Credit in the amount of \$125,730 and to recommend to City Council to accept The Gardens RV Drive and Juniper Lane as City Streets. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

6. Renewal of a Letter of Credit for a temporary cul-de-sac - The Gardens Phase 8 Plat 3

The developer is requesting an extension of the agreement and a new Letter of Credit in the amount of \$8,169 for a temporary cul-de-sac for The Gardens Phase 8 Plat 3, which meets the required increase of 10%.

A motion was made by Greg Tabor, seconded by Gordon Atchley, to accept the new Letter of Credit in the amount of \$8,169 and release the existing Letter of

Credit in the amount of \$7,424 for the temporary cul-de-sac for The Gardens Phase 8 Plat 3. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

7. Accept a new Letter of Credit for Rain Gardens - Sky View Meadow Subdivision Phase 2 and 3

The original developer of Sky View Meadow Subdivision has sold the remaining sections of Sky View Meadow. These sections still have a required number of rain gardens. The new owner is providing a Letter of Credit to cover the cost of the rain gardens for Phase 2 and 3, in the amount of \$45,540.00 and extend the agreement to May of 2024.

A motion was made by Landon Headrick, seconded by Gordon Atchley, to accept the Letter of Credit in the amount of \$45,540. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

8. Release Financial Guarantees for the Rain Gardens for previous owner - Sky View Meadow Phase 2 and 3

A new financial guarantee has been provided and accepted by the Planning Commission for Sky View Meadows Subdivisions Phases 2 and 3. The existing two financial guarantees can be released to the previous owner. A cashier's check was provided and deposited for the rain gardens in Phase 2 for \$26,400.00 and the rain gardens in Phase 3 in the amount of \$16,500.00.

A motion was made by Greg Tabor, seconded by Gordon Atchley, to release the financial guarantees for Phase 2 and Phase 3 in the amount of \$42,900. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

9. Staff Reports and Other Business

In House Plats (In Progress)

- o None*

- In House Plats (Completed)*

- o Lee Subdivision, simple lot line adjustment along Myrtle Avenue. Recorded as Deed Book 1669 page 1800*

- Regular Plats (In Progress)*

- o None*

- Regular Plats (Completed)*

- o Pointe Place, recorded as Plat Book 12 page 546*

- o Patrick Davis Plat, recorded as Deed Book 1669 page 1802*

- Other
- o

Monthly Planning Report: July 1, 2022 to May 12, 2023

- *Planning Items reviewed: 67*
- *Number of Preliminary Lots: 15*
- *Number of Final Lots: 82*
- *Number of New Lots Created: 39*
- *Fees Collected: \$5,000*
- *Acres Subdivided: 117.267*
- *New Roads: 1820 feet*
- *New Water Lines: 520 feet*
- *New Sewer Lines: 545 feet*

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Greg Tabor, to accept Staff Reports as presented. The motion carried by the following vote:

Aye: 5 - Atchley, Tabor, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 2 - Chairman Moser and Mayor Crawford

Adjournment

A motion was made by Gordon Atchley, seconded by Landon Headrick, to adjourn the meeting at 12:15 p.m. The motion carried unanimously.