

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, March 16, 2023

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting at Crossville City Hall on March 16, 2023. Chairman Mike Moser was present and presiding. He called the meeting to order at 12:02 p.m.

Roll Call

- Present** 4 - Gordon Atchley, Chairman Mike Moser, Mayor Pro-tem Rob Harrison, and Landon Headrick
- Absent** 3 - Greg Tabor, Mayor R.J. Crawford, and Kevin Poore

Others present were City Manager Greg Wood, Brance Beaty, Mitch Beaty, Michael Howard, Ahmad Omar, Kevin Dean, and Baylee Rhea.

Agenda Items

1. Approval of minutes (2/16 and 3/1)

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley to approve the minutes. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

2. Lowe’s Out Parcel Subdivision with Variance Request - Final Plat

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley to waive the requirement of representation for this item. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

Lowe’s is proposing a 0.55 acre lot be cut off from their remaining property. The proposed “out parcel” will not front the public right-of-way or public utilities. They are requesting a variance to the requirement and including an ingress/egress and utility easements as a solution.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley, to approve the plat subject to the owners' signatures. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

3. Sky View Meadow Phase III - Final Plat

The developer and owner of the Sky View Meadow subdivision is proposing the final plat for Phase III of their development. This phase consists of 11 lots and approximately 520 feet of new road, water, and sewer, all of which have been constructed and approved by City staff. There are 5 proposed rain gardens. A financial guarantee in the amount of \$16,500.00 has been provided in lieu of constructing the rain gardens. A few of the “pins” could not be placed due to rip rap slope and the conditions of the bottom of the streams/wetlands. Staff has reviewed those areas and adequate information has been provided (bearing and distances) to locate the points if need be. The survey’s certificate has been modified to reflect such.

A motion was made by Gordon Atchley, seconded by Mayor Pro-tem Rob Harrison, to approve the plat and accept the financial guarantee and make the recommendation to Council to accept Sky View Court as an official City Street. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

4. CCHS Auditorium - Site Plan

Cumberland County Schools is proposing an auditorium to be constructed on the Cumberland County High School complex. No new water and sewer taps will be needed to public lines. They will be connecting to existing water and sewer already located on the school property. No new driveway connections to public right-of-way.

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

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

5. McAlister’s Deli - Site Plan

McAlister’s Deli is proposing to open a restaurant in Crossville. It will be located on an out-parcel in the Lowe’s parking lot. Three new water connections and one new sewer connection are proposed, all which will fall within a dedicated utility easement. No new driveways are being requested, since there will be an ingress/egress easement across Lowe’s parking lot to provide adequate access to the proposed site.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Landon Headrick, to approve site plan subject to the recording of the Lowe’s plat. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

6. Water Service Line Extension down Peachtree - Variance Request

A property owner on Peachtree Drive is requesting a variance to the City’s Policy for Water and Sewer Line Extensions and the Water and Sewer Main Line Extension Ordinance (18-107). Peachtree Drive is in a failed subdivision, a portion of Hide A Way

Hills.

Notable excerpts from the Ordinance and Policy:

City Ordinance 18-107 states, "All water mains installed... shall be of not less than six inches in diameter, unless specified by city staff."

Policy for Water and Sewer Line Extensions states: "Extensions of water lines in a failed subdivision will be approved only under the following circumstances: (3.) If located outside the City Limits, and not adjacent thereto, a developer receives approval from the appropriate planning commission to either install the water lines or re-subdivide the area."

Policy for Water and Sewer Line Extensions states: "Private lines cannot legally be installed in a public right-of-way without the permission of the governing body. Private lines will not be approved in an existing subdivision. For requests located out of the City limits of Crossville, no requests will be reviewed by the City until either:

- 1. Written permission has been given by the county government, or any other private or governmental unit controlling such right-of-way; or*
- 2. Private easements have been obtained from all property owners in the affected area;*

Policy for Water and Sewer Line Extensions states: "Service Lines: Requests for service line extensions will be presented to the Crossville Regional Planning Commission for review, who will make a recommendation to the City Council. Unless otherwise approved by City Council, a service line will extend no further than 75' from a utility main line."

The property owner is requesting to set a meter at the end of the existing water line and run a 1-inch service line to be installed along the unimproved right-of-way of Peachtree Drive, approximately 700 feet from the existing water line to their property at their expense. This private service line would be in lieu of a mainline extension as would be required by the aforementioned ordinance and policy.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley, to recommend for disapproval to the City Council regarding the variance request in order to limit the number of service lines. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

Mayor Pro-tem Rob Harrison suggested to the contractor to obtain an easement from the property owner at the rear of the property to access the main water service line on Sycamore Drive. If both property owners can come to terms with the easement, then a recommendation would be made to City Council to approve a variance to the service line extension that is more than 75 feet.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley, to make a recommendation to the City Council regarding the variance request if an easement is obtained. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

Mayor Pro-tem Rob Harrison recommended a long term solution to the water main line service extension in hopes to avoid future requests like this one. Mayor Pro-tem Harrison suggested an amendment to the Water and Sewer Mainline Extension Ordinance and Policy for water to have a special tap fee like sewer. This would allow for the City to do the extension and property owners pay a special tap fee to cover their portion of the costs instead of one property owner covering the entirety of the cost and others being able to tap in to the service line extension at no cost other than the tap fee.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Landon Headrick, to make a recommendation to the City Council for a long term solution to amend the water and sewer mainline extension ordinance and policy for special tap fees for water. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

7. Staff Reports and Other Business

In House Plats (In Progress)

o None

· *In House Plats (Completed)*

o None

· *Regular Plats (In Progress)*

o *Large Subdivision of the Swallows Property, discussion with the design engineer and developer has been ongoing. The official submission of the preliminary plat is expected within the next couple of weeks.*

· *Regular Plats (Completed)*

o *Holiday Cove Revision to Tract 1, as approved at a Special Call Planning commission meeting, has been recorded as Plat Book 12 page 523.*

· *Other*

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Monthly Planning Report: July 1, 2022 to March 10, 2023

- *Planning Items reviewed: 58*
- *Number of Preliminary Lots: 15*
- *Number of Final Lots: 59*
- *Number of New Lots Created: 22*
- *Fees Collected: \$4,350.00*
- *Acres Subdivided: 56.717*
- *New Roads: 620 feet*
- *New Water Lines: 520 feet*
- *New Sewer Lines: 520 feet*

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley, to accept staff reports. The motion carried by the following vote:

Aye: 4 - Atchley, Chairman Moser, Mayor Pro-tem Harrison and Headrick

Absent: 3 - Tabor, Mayor Crawford and Poore

Adjournment

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley, to adjourn the meeting at 1:04 p.m. The motion carried with a unanimous vote.