

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, June 15, 2023

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on June 15, 2023 at Crossville City Hall. Chairman Mike Moser was present and presiding. He called the meeting to order at 12:02 p.m.

Rollcall

- Present** 6 - Gordon Atchley, Greg Tabor, Chairman Mike Moser, Mayor Pro-tem Rob Harrison, Landon Headrick, and Kevin Poore
- Absent** 1 - Mayor R.J. Crawford

Others present were City Manager Greg Wood, Kevin Dean, Baylee Rhea, T.C. Miller, Will Robinson, and Tim Dunaway.

Agenda Items

1. Approval of minutes (5/18)

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the May 18th meeting minutes. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

2. Sparta Drive Sub Phase II, Bruce Cannon - Preliminary Plat

The developer is proposing a 12-lot subdivision with approximately 615.5 feet of new road, 300 feet of new gravity sewer, 115 feet of low-pressure sewer, and 650 feet of new water line, 410 feet of 6 inch and 240 feet of 2 inch.

A motion was made by Kevin Poore, seconded by Gordon Atchley, to approve the preliminary plat. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

3. The Gardens, Warr Setback Variance Request

The Gardens is requesting a setback variance for the Warr property, Tax Map 099C Group C 031.00. The Gardens had previously received a setback on the rear of the property, however there were some changes to the design of the house. Under the new

design, the required egress to meet fire marshal requirements has been moved from the rear of the lot to the side of the lot. They are requesting that the variance that was granted on the rear be rescinded and granted as a side setback. The setback variance request is for 4 feet, which would reduce the side setback from 10 feet to 6 feet. The proposed structure is a small wooden landing with a set of stairs.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Greg Tabor, to rescind the previous action and approve the variance request. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

4. Crossville Airport New Hangars and Terminal Building Expansion

The City of Crossville is proposing the construction of 5 new hangars and an expansion to the existing terminal building. One of the hangars will be 80'x80', proposed on the eastern side of the airport, with a new proposed parking area and stormwater structure. The other 4 hangars will be 60'x60' with a new parking area and a stormwater detention pond. The proposed expansion to the terminal building will extend out approximately 30' and be the width of the existing building. It will house new bathrooms and a classroom to be used for aviation training and education.

A motion was made by Kevin Poore, seconded by Gordon Atchley, to approve the site plans. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

5. Dollar General HWY 70 East - Site Plan

A developer is proposing a new Dollar General store, just past Blackberry Drive fronting Highway 70 East. The proposed development will require a new driveway permit from TDOT and two new utility connections for water and sewer. At the time of the site plan submittal, the developer has not obtained the TDOT driveway permit or the required easements for their proposed sewer connection. There is a small "reserve strip" to the east of Blackberry Drive between the dedicated ROW and the property line. They have been in contact with the property owner and have agreed on an easement to allow the utility crossing as well as land excavation in that area. The City of Crossville has a water line located in the Right of Way of Blackberry Drive. Any excavation in that area must adhere to the utility ordinances of the City that require the proper depth of our utilities. Should their plans cause that depth to change, per the ordinance, they will be required to raise or lower the waterline to maintain that proper depth. A permit has been submitted to TDEC for stormwater; however, it has not been approved.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve site plan subject to required TDOT and TDEC permits. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

6. Welch Street Duplex - Site Plan

The developer is proposing an approximate 60'x32' duplex apartment on Welch Street. This is the site of a previous site-built home that burned. They are proposing using the existing water and sewer connections and adding a second driveway.

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

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

7. Myrtle-Lee Development - Site Plan

The developer is proposing the addition of multiple rental units along Lee Street, which is located between Myrtle Avenue and Lee Avenue. Lee Street is a private drive that is proposed to be a one-way street. It will consist of new private water and sewer lines to be installed within the development. There will be two new fire hydrants installed, one at the intersection of Lee Street and Lee Avenue and the second one at the intersection of Lee Street and Myrtle Avenue. The developer is seeking a variance from the required cul-de-sacs for the cluster housing that is along Lee Street per the ordinance which states any driveway or private drive is required to have a cul-de-sac.

A motion was made by Gordon Atchley, seconded by Greg Tabor, to approve site plan subject to storm water permit or permits and approval of the variance by City Council. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

8. Staff Reports and Other Business

- *In House Plats (In Progress)*
- o *None*

- *In House Plats (Completed)*
- o *None*

- *Regular Plats (In Progress)*
- o *Ivey Land Subdivision was approved by the Crossville Regional Planning Commission at the May 2023 meeting; however, it has not been recorded yet. Staff is still waiting on confirmation for the installation of some property pins.*

- *Regular Plats (Completed)*
- o *None*

- *Other*
- o *New state law that goes into effect on July 1, 2023 will require an official dedicated section of all Planning Commission agendas be set aside for Public Comment. Staff is currently working on an official requirement for the Planning Commission to adopt that will be inline with the policy already in place and used by the Crossville City*

Council. The City Clerk is scheduled to attend a meeting to become better informed on the full requirements of the new law. As of now, the Planning Commission needs to make a motion and approve the addition of Public Comments to be on all agendas moving forth. Once Staff has created the official requirements, the Planning Commission can choose to adopt those requirements for Public Comments.

Monthly Planning Report: July 1, 2022 to June 9, 2023

- Planning Items reviewed: 73*
- Number of Preliminary Lots: 27*
- Number of Final Lots: 82*
- Number of New Lots Created: 39*
- Fees Collected: \$5,500.00*
- Acres Subdivided: 117.267*
- New Roads: 1820 feet*
- New Water Lines: 520 feet*
- New Sewer Lines: 545 feet*

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to vote to add Public Comments to all Planning Commission agendas starting at the July meeting with rules in line with City Council's Public Comment section. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

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

Aye: 6 - Atchley, Tabor, Chairman Moser, Mayor Pro-tem Harrison, Headrick and Poore

Absent: 1 - Mayor Crawford

Adjournment

A motion was made by Greg Tabor, seconded by Gordon Atchley to adjourn the meeting at 12:36 p.m. The motion carried unanimously.