

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Thursday, May 15, 2025

12:00 PM

City Hall

## Planning Commission

## Regular Meeting

### Call to Order

*The Crossville Regional Planning Commission met for its monthly meeting on May 15th, 2025 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 12:00 p.m.*

**Present** 6 - Gordon Atchley, Mayor R.J. Crawford, Vice Chair Kevin Poore, James Mayberry, Rob Harrison, and Jerry Wood

**Absent** 1 - Landon Headrick

### Roll Call

**Present** 6 - Gordon Atchley, Mayor R.J. Crawford, Vice Chair Kevin Poore, James Mayberry, Rob Harrison, and Jerry Wood

**Absent** 1 - Landon Headrick

*Others present were City Manager Valerie Hale, Kevin Dean, Bailey Walker, Ethan Hadley, and Serena Vasudeva, Mike Moser.*

### Public Comment

### Agenda Items

#### 1. Approval of minutes (4/17)

**A motion was made by Vice Chair Kevin Poore, seconded by Jerry Wood, to approve the minutes. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

#### 2. Old Kentucky Stock Road - Water Line Extension

*The property owner at the end of Old Kentucky Stock Road has requested a water line extension. They are planning on building two houses on the property. The existing water line is approximately 460 feet from their property line. A 2-inch water line is being proposed by the City/Catoosa Department. An estimated cost for the extension is \$6,807.26. Since this is located outside the City of Crossville, our ordinance for Main Line Extensions (18-107) states that the total cost of the extension would be the responsibility of the property owner requesting the extension. They can pay the City to install the line or provide a financial guarantee and install the line themselves/hire someone to do it, but to the City specs. If the latter is chosen, then the amount of the financial guarantee would be the cost estimate plus 10% and be good for 12 months.*

*Since there is no defined right of way for Old Kentucky Stock Road, easements will be required. If the property owner cannot obtain the easements themselves then the City will have to obtain them. If the City must obtain the easements, then the requester will have to pay the city \$4,000.00 to obtain the easements.*

**A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to recommend to the Crossville City Council the approval of the water line extension. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

### 3. 794 Genesis Road - Sewer Line Extension

*The property owner at 794 Genesis Road has requested a sewer line extension. There is a developer that is wishing to purchase the property for the purpose of constructing multifamily apartments. There is an existing gravity sewer line located approximately 300 feet to the South of the property along Genesis Road. City Staff is proposing a low-pressure sewer line installation instead of continuing the gravity. The low-pressure line would need to cross the proposed multifamily development to allow any requests for connections to the property to the North of the proposed development. A 2-inch low pressure line would be sufficient for the proposed development as well as any development to the North. Total extension would be approximately 480 feet of 2-inch low pressure sewer line. Under the Main Line Extension ordinance (18-107) the property owner/developer of the multifamily development would be responsible for the total cost of the sewer line extension. The cost estimate for the extension is \$5,798.20. The developer may pay the City for the install or install/hire someone to install the line themselves. If the latter is chosen, then a financial guarantee in the amount of the estimate plus 10% would need to be provided to the city and would be good for 12 months.*

*Easements may need to be acquired for the sewer line extension. If the developer cannot obtain them and requires the City to obtain them, then the developer must pay the city \$3,442.00 for the easements.*

**A motion was made by Rob Harrison, seconded by James Mayberry, to recommend approval of the sewer line extension to the Crossville City Council.. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

### 4. Rutledge Property - Side Setback Variance

*Mr. Rutledge, owner of the properties that include The Stagecoach Restaurant and the property behind it, located off Highway 127 South, near the entrance to the Cumberland Mountain State Park, has requested a side setback variance. He has constructed a detached garage/workshop on the property behind the restaurant and is now wishing to add a 10 foot x 30 foot addition to the garage/workshop. The current building is 14 feet from the adjoining property line that has the restaurant located on it. By adding this addition, the building would be 4 feet from the property line. The closest permanent building, being the restaurant, would be approximately 60 feet from the proposed addition.*

**A motion was made by James Mayberry, seconded by Gordon Atchley, to**

**approve the side setback variance. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

**5. The Gardens Phase VIII-3 cul-de-sac - Financial Guarantee Renewal**

*The Gardens is proposing to extend their financial guarantee for another 12 months. The current letter of credit is in the amount of \$8,985.00. The new one will include a 10% increase for a total of: \$9,883.50.*

**A motion was made by James Mayberry, seconded by Jerry Wood, to release the existing letter of credit in the amount of \$8,985.00. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

**A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to accept new letter of credit and agreement in the amount of \$9,883.50. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

**6. Halstead Annexation Request - Review and Recommendation**

*Staff has received a request for the annexation of a property located on Halstead Drive. Annexing this property would require a corridor annexation. The City would have to annex a portion of Halstead Drive to reach the property. They have requested sewer service, since their septic system at their multifamily apartment building has failed or is failing. Any utility extension associated with the annexation, since it is a multifamily structure, would be at the responsibility of the property owner.*

**A motion was made by Vice Chair Kevin Poore, seconded by James Mayberry, to recommend proceeding with a corridor annexation. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

**7. Martin Property Annexation Rhododendron Cir - Review and Recommendation**

*Staff has received a request for annexation for three properties along Rhododendron Circle for the purpose of sewer extension. This could be a corridor annexation or the properties could be annexed from the rear and not take in any of the road. It would also include a low-pressure sewer line extension.*

**A motion was made by Rob Harrison, seconded by Vice Chair Kevin Poore, to recommend proceeding with an annexation from the rear. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

**8.** Cooper Property, Rhododendron Cir Annexation - Review and Recommendation

*Staff has received a request for annexation of a property along Rhododendron Circle for the purpose of sewer connection.*

**A motion was made by Rob Harrison, seconded by Vice Chair Kevin Poore, to recommend proceeding with an annexation from the rear. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Vice Chair Poore, Mayberry, Harrison and Wood

**Absent:** 1 - Headrick

*Landon Headrick joins the meeting at 12:32 p.m.*

**Present** 7 - Gordon Atchley, Mayor R.J. Crawford, Landon Headrick, Vice Chair Kevin Poore, James Mayberry, Rob Harrison, and Jerry Wood

**9.** Tenth Street Utility Request - Review and recommendation for Abutment

*A potential buyer of three parcels in a "failed subdivision" portion of Tenth Street and Knights Street has requested utility extensions for the purpose of constructing multifamily housing. Per the City ordinance for Main Line Extensions (18-107), utility extensions into a failed subdivision must be handled in certain ways. The portion applicable to this request is that 51% of the properties in the area request improvement by abutment. After Staff's review, the issue of abutment must be addressed prior to any other possible options, as required in the ordinance. Maps of the area, the properties requesting utility connections, and potential properties that would be involved in an abutment project are attached for review. These properties involved could potentially expand. City Engineering Staff has attached an estimated cost of the abutment project.*

**A motion was made by Vice Chair Kevin Poore, seconded by Gordon Atchley, to recommend to staff to not proceed with abutment. The motion carried by the following vote:**

**Aye:** 6 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry and Wood

**Nay:** 1 - Harrison

**10.** Staff Reports and Other Business

· In House Plats (In Progress)

o None

· In House Plats (Completed)

o Highland Miller Plat, simple 2 lot subdivision along Miller Ave, recorded as Plat Book 12 Page 767

· Regular Plats (In Progress)

- o *Elmo Road Division, developer has rescinded submittal to a future time.*
- *Regular Plats (Completed)*
- o *Revision of Valley Road Addition, 931 Properties - Recorded as Plat Book 12 page 771*
- *Other*
- o *A couple of site plans in pre-submittal status and multiple annexations potentially coming up for Public Hearing and Plan of Service review in the next couple months.*

*Monthly Planning Report: July 1, 2024 to May 9, 2025*

- *Planning Items reviewed: 50*
- *Number of Preliminary Lots: 65*
- *Number of Final Lots: 68*
- *Number of New Lots Created: 44*
- *Fees Collected: \$3,350.00*
- *Acres Subdivided: 76.43*
- *New Roads: 740 feet*
- *New Water Lines: 920 feet*
- *New Sewer Lines: 920 feet*

**A motion was made by Vice Chair Kevin Poore, seconded by James Mayberry, to accept Staff Reports as presented. The motion carried by the following vote:**

**Aye:** 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

### **Adjournment**

**A motion was made by Landon Headrick at 12:45 p.m., seconded by James Mayberry, to adjourn the meeting. The motion carried unanimously.**