



# City of Crossville

392 N. Main  
Crossville, TN 38555

## Minutes Planning Commission

City Hall

Thursday, October 18, 2018

12:00 PM

### Regular Meeting

#### Call to Order

*Chairman Moser called the meeting to order at 12:03 p.m.*

**Present** 5 - Kevin Poore, Gordon Atchley, Rob Harrison, Council Member Pamala Harris, and Chairman Mike Moser

**Absent** 2 - Mayor James Mayberry, and Greg Tabor

*Also present were Lars Olsson, Richard Mullinax, City Planner Kevin Dean, and Malena Fisher.*

#### Agenda Items

Approval of minutes

**A motion was made by Kevin Poore, seconded by Gordon Atchley, to approve the August 16 minutes. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

**A motion was made by Kevin Poore, seconded by Pamala Harris, to approve the October 4 special called meeting minutes. The motion carried by the following vote:**

**Absent:** 2 - Mayor Mayberry and Tabor

Mullinax Small Resubdivision - Greenbriar

*Mr. Mullinax is proposing a resubdivision of his lots along Village Way and Creekway Drive. The end result of the lot line moves results in a 3 lot subdivision. When Creekway was paved and accepted as a city street, a portion of the asphalt was on Mr. Mullinax's property. Under advisement of City staff, Mr. Mullinax had his surveyor to adjust his lot lines to match the paved surface, thus eliminating any potential problems down the line. Staff recommends approval of the plat.*

**A motion was made by Gordon Atchley, seconded by Rob Harrison, to approve the plat. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

### Howard Division - Buchanan Street

*Mr. Howard is proposing to subdivide his lot that partially fronts on Buchanan Street. The lot currently has two residential structures. One of the residences has access on an unimproved alleyway that runs between Webb Ave. and Dogwood Street and has been using the alleyway as a driveway since its construction. A variance would be required to allow the subdivision. Both proposed lots 1 & 2 would be less than the minimum requirements for lot size in the Subdivision Regulations.*

*Staff recommends approval of the variance and the plat. Since both lots already have existing residential structures located on them and both are already on city sewer, staff sees no reason to deny the variance for substandard lot size. Both of the structures match the size and design of the majority of the houses in the area. Also, since the one of the main reasons for minimum lot size is the prevention of extreme high population density and this is an isolated incident and not for an overall development, staff doesn't see that being an issue.*

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

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

**Motion made by Councilmember Harris, seconded by Rob Harrison, to approve the plat. Motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

### Annexation Request for 585, 595, & 623 Prentice Street

*The Crossville Housing Authority has requested the annexation of three homes they own along Prentice Street. They have some issues with the septic systems at these residences and are requesting annexation for the purpose of connection to the City's sewer system. In order to connect these houses to the City's sewer system, a mainline sewer extension would be required. The extension is approximately 1220 feet to reach all three properties. If annexed, the Housing Authority would only be responsible for the material cost and any tap, grinder pumps, taxes and other fees. The cost to them would be \$3,291.17 in material cost with an additional \$4,363.59 per lot for tap fee, grinder pump, taxes, and fees. However, the total cost of extending the line would be, \$25,059.17, of which the city would have to pay the difference, or \$21,768.*

*Staff recommends the denial of annexation, but recommends the approval of outside city sewer. If outside city sewer is approved, the Housing Authority would be required to pay the total cost of the extension, \$25,059.17, which includes all materials, labor, and equipment, plus the per lot expense. Parts of Prentice Street are in the City limits, and corridor annexation is not considered because it would create another county "island" and because of a recent court ruling that raised the issue of potential property ownership to center of the the street. City Planner Kevin Dean said his responsibility is to consider the baseline numbers as well as the investment for the*

*City when considering annexation. Members discussed the services that would be provided if the properties were annexed, including police and fire protection.*

**A motion was made by Kevin Poore, seconded by Rob Harrison, to recommend denial of the annexation and recommend approval of outside city sewer. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

### Release of funds for expired projects

*In a recent Audit Committee meeting, the Planning Commission Surety was brought up. It is a liability line item in the current amount of \$27,480. Of that amount, \$16,080 is for three current, active projects. The remaining \$11,400 is for three long-expired projects for which, for various reasons, the funds were never released. These funds need to be released in order to reduce the City's liability in this line item and project a more accurate total.*

**A motion was made by Rob Harrison, seconded by Council Member Pamala Harris, to return \$2,500 for an uncompleted project to the heirs of Dr. Ivey's estate. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

**A motion was made by Rob Harrison, seconded by Council Member Pamala Harris, to return \$7,900 for an uncompleted project to Homestead Place developers. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

**A motion was made by Kevin Poore, seconded by Rob Harrison, to return \$1,000 for an uncompleted project to the PMP developer. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor

### Staff Reports and Other Business - Kevin J. Dean, Local Planner

- *In House Plats (In Progress)*
  - o *Crossroad Villages Phase IV Unit II, has been submitted and approved. It is a simple two lot subdivision along Deerfield, as part of the overall development in the area. The plat will be recorded with the Register of Deeds before the Planning Commission Oct. Meeting.*
  - o *Simple 2 Lot Resubdivision in The Gardens has been submitted for review.*
- *In House Plats (Completed)*
  - o *Walter Holden Plat, a simple 2 lot subdivision along Wells Rd. has been recorded with the Register of Deeds and a copy is on file in the planning office.*
  - o *Graham Property Plat along Martin Rd. has been recorded with the Register of Deeds and a copy is on file in the planning office.*
- *Regular Plats (In Progress)*

o A small 3 lot resubdivision in The Gardens has been submitted for review and is scheduled to appear on the November Planning Commission meeting.

• Regular Plats (Completed)

o None

• Other

o FYI/Update: Blackberry Court, the short cul-de-sac that was approved as part of Phase II of Blackberry Ridge has been accepted as a City Street by Council. There has been an error noticed after the road had been inspected and approved by staff and by their recommendation by the Planning Commission. The requirements for asphalt surface width with curbs is 22 feet. An error occurred at the time of inspection. The road was approved with curbs at a width of 20 feet of asphalt, which is the width requirement for a road without curbs. The inspectors with the Street Dept. have been informed of the requirements; however, another road that will be coming before the Planning Commission shortly was also inspected and approved with the substandard width. Upon review of the error, staff is recommending the allowance of the substandard width. Both roads are short cul-de-sacs with a small number of residential housing units on them and minimal traffic. When the second road is presented to the Planning Commission, staff will be recommending a variance for the road width, due to the error of inspection by the Street Dept. No action is required at this time by the Planning Commission.

Monthly Planning Report: July 1, 2018 to Oct. 11, 2018

- Planning Items reviewed: 9
- Number of Preliminary Lots: 10
- Number of Final Lots: 16
- Number of New Lots Created: 9
- Fees Collected: \$700.00
- Acres Subdivided: 22.46
- New Roads: 0 feet
- New Water Lines: 0 feet
- New Sewer Lines: 0 feet

## **Adjournment**

Meeting was adjourned at 12:29 p.m.

**Gordon Atchley made a motion, seconded by Kevin Poore, that this meeting be adjourned. Motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Council Member Harris and Chairman Moser

**Absent:** 2 - Mayor Mayberry and Tabor