

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, June 20, 2024

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on Thursday, June 20, 2024 at Crossville City Hall. Chairman Greg Tabor was present and presiding. He called the meeting to order at 12:00 p.m.

Roll Call

Present 7 - Gordon Atchley, Greg Tabor, Mayor R.J. Crawford, Mayor Pro-tem Rob Harrison, Landon Headrick, Vice Chair Kevin Poore, and Jerry Wood

Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, Kevin Dean, Tammy Sells, Mark Hollingsworth, Abby Cottrell, Brett Abernathy, and Chris Triko.

Public Comments

There were no comments made.

Agenda Items

- 1. Approval of minutes (4/18/, 5/16)

A motion was made by Kevin Poore, seconded by Mayor R.J. Crawford, to approve the minutes. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

- 2. Wells Road Cluster Housing - Site Plan

The developer is proposing a 24, (1008 square feet), single family unit cluster housing development, located off Wells Road. The development will be serviced by two water master meters and a private sewer line. They are proposing a 22-foot-wide paved driveway with a proper cul-de-sac at the rear to allow adequate turnaround. There are 4 proposed stormwater structures. The development also includes a 455-foot fire line and a new fire hydrant to provide proper fire protection.

A motion was made by Kevin Poore, seconded by Jerry Wood, to approve the site plan subject to any required storm water permits. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

- 3. Wyatt Loop - Site Plan

The developer is proposing a 48x96, (4,608 square foot), building on Lot Two of this

subdivision. There are several buildings of this size on different lots of the subdivision. This one will match the others. The building is to be used like the others in this development, for small businesses to have an office, showroom, or storage. The structure will require new water and sewer taps, and a new driveway to Wyatt Loop. The lot is proposed to be a gravel lot, to match the other lots.

A motion was made by Mayor R.J. Crawford, seconded by Kevin Poore, to approve the site plan. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

4. 1776 Coffee - Site Plan

The developer is proposing an 1859 square foot drive through coffee business. It is located at the corner of Highway 127 South and Elmo Drive. They are proposing two driveway entrances and exits to Elmo Drive. There will be new water and sewer connections to the structure. They are proposing one storm water structure, located on the western side of the lot.

A motion was made by Kevin Poore, seconded by Jerry Wood, to approve site plan subject to any required storm water permits. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

5. Iris Lane Cluster Housing - Site Plan

The developer is proposing 8 new single family residential housing units on the property located along Iris Lane. There are 6 existing units on the property. Five of the units will be along a 22 foot of paved private drive that ends in a property cul-de-sac. Those units will have individual meters located along Iris Lane. They will be served by a commercial grinder pump for sewer, that will be connected to a private sewer line that is running to an existing manhole located on Iris Lane. There are an additional three units proposed closer to the intersection of Iris Lane and Braun Street. These units will have individual meters and connect to an existing private sewer line. All three of these units will front on Iris Lane. There are two existing fire hydrants that provide proper coverage. City staff does have some concern over the topography and slope of the proposed connection of the private driveway, and the existing road grade of Iris Lane. A profile of the finished grade has been requested from the engineer. It has not been provided to staff at this time. There is one proposed storm water structure.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the site plan subject to any required storm water permits and the approval of the profile of the proposed intersection by staff. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

6. Plateau Pregnancy Warehouse - Site Plan

Plateau Pregnancy, which is located at the corner of Miracle Lane and Walker Hill Street, is wishing to remove the two existing "temporary" structures, and build a warehouse in their place. The new structure will be 2,448 square feet. There will be no need for a new driveway or water and sewer connections.

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: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

7. A Time 4 Paws Mobile Home - Variance Request

The owner of A Time 4 Paws is requesting two variances to the Mobile Home Ordinance, 14-402(A)(1) and 14-402(A)(4).

14-402(A)(1) states, "The mobile home is new or no more than 20 years old". The mobile home in question is from 1994. They are requesting a variance from this section due to hardship, and that the current condition of the home is good.

14-402(A)(4) states, "The mobile home is placed on a permanent perimeter block foundation built to city's building codes." They are requesting this be waived due to hardship, and that the mobile home will only remain on the property as long as the current resident is living. Upon their passing, the mobile home will be removed from the site.

A new sewer and water tap will be required for the placement of the mobile home.

A motion was made by Landon Headrick, seconded by Kevin Poore, to recommend approval to the City Council of the two variances listed with the attached reasons and conditions. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

8. Dayton Ave Estates - Final Plat

The developer is proposing a 4-lot subdivision along Dayton Ave. The lots range from 0.21 acres to 0.26 acres. They will be serviced by a 6-inch water line across Dayton Ave, and have a sewer line that crosses lots 2, 3, and 4; an easement is shown. The developer has constructed two homes, one on lot 1 and the second on lot 2, and is proposing the same builds for lots 3 and 4. The developer is requesting a variance for the minimum road frontage, and minimum lot width at the setback line. The regulations state that the minimum road frontage is 50 feet and the minimum lot width at the building setback line is 60 feet. Lot 1 does meet the road frontage requirement, but falls short on the minimum width at building setback line. Lots 2, 3, and 4 range from 46 to 48 feet at road frontage and at the building setback line. The developer is looking to maximize their property by being able to provide smaller lots with smaller houses at a more affordable price.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the variances and plat. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

9. Spruce Loop Annexation - Plan of Services and Annexation

The property owner is requesting the annexation of their property along Spruce Loop. In order to annex their property, the City will need to include the Right of Way on Spruce Loop that fronts the requested property. The total area being annexed is 18.62 acres.

This includes approximately 4,000 feet of Spruce Loop. There are existing water and sewer lines along Spruce Loop that will service the annexed area.

A motion was made by Mayor Pro-tem Harrison, seconded by Kevin Poore, to approve the Plan of Services.

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Kevin Poore, to recommend approval to the City Council of area for annexation. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

10. Staff Reports and Other Business

- *In House Plats (In Progress)*
 - o *JPL Properties, a simple 2 lot subdivision with a remainder greater than 5 acres along Lantana Road across from South Cumberland Elementary*
- *In House Plats (Completed)*
 - o *Luttrell Division, a simple 1 lot subdivision with a remainder greater than 5 acres located on County Garage Road, recorded as Plat Book 12 page 665*
- *Regular Plats (In Progress)*
 - o *None*
- *Regular Plats (Completed)*
 - o *None*
- *Other*
 - o *.....*

Monthly Planning Report: July 1, 2023 to June 13, 2024

- *Planning Items reviewed: 80*
- *Number of Preliminary Lots: 69*
- *Number of Final Lots: 104*
- *Number of New Lots Created: 60*
- *Fees Collected: \$5,950.00*
- *Acres Subdivided: 120.996*
- *New Roads: 1,675 feet*
- *New Water Lines: 2,235 feet*
- *New Sewer Lines: 1,860 feet*

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

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Vice Chair Poore and Wood

11. Presentation regarding the Stormwater Ordinance

Stormwater Coordinator Heath Blaylock presented to the Planning Commission the Stormwater Ordinance that must be adopted by Council by September 1, 2024. Mr. Blaylock explained the ordinance is required by TDEC.

Commissioners questioned alternative options to requiring a HOA or POA in subdivisions within the City limits for stormwater structures. Mr. Blaylock explained this is what other cities he looked in to were doing, but he would look in to alternative solutions.

This presentation was received and filed.

12. Presentation regarding the Water and Sewer Connections and Main Line Extension Ordinance

City Planner Kevin Dean informed Commissioners that he, City Manager Valerie Hale, and City Clerk Baylee Rhea had worked together to write this ordinance. He explained it combined four current ordinances and the mainline extension policy as one ordinance. He discussed changes that were made to the current policy based off recurring issues and asked if anyone had any questions or further suggestions.

This presentation was received and filed.

Adjournment

A motion was made by Gordon Atchley at 1:06 p.m., seconded by Kevin Poore, to adjourn the meeting. The motion carried unanimously.