

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Thursday, February 19, 2015

12:00 PM

City Hall

**Planning Commission**

**Regular Meeting**

**Call to Order**

*Chairman Burgess called the meeting to order with the following members present: Gordon Atchley, Rob Harrison, Mayor Pro Tem Pamala Harris, Mayor James Mayberry, Kevin Poore, and Chairman Dave Burgess. Also present were Tim Wilson, Kevin Dean, and Valerie Hale.*

**Agenda Items**

- 1 Approval of minutes 12/18/14

**A motion was made by Kevin Poore , seconded by Rob Harrison, that the minutes for the December 18, 2014 be recommended for approval as presented. The motion carried by an unanimous vote.**

**The Planning Commission met on January 15, 2015; however, there was not any business conducted. The Planning Commission met for the sole purpose of training and one hour of credit was earned for the session entitled, "Subdivision Regulations 101".**

- 2 Annexation of 2.8 acres on Hwy 70E

*A request has been received from James Miller for the annexation of his property (2.8 acres) located at the corner of Hwy. 70E and Milo Lemert Parkway (2516 Hwy 70E, Tax Map 101, Parcel 106)*

**A motion was made by Rob Harrison , seconded by Kevin Poore, that the Plan of Services be accepted and the annexation request be recommended for approval. The motion carried by an unanimous vote.**

- 3 Plan of Services - Oakley (Woodlawn Rd.)

*A request has been received from Millard Oakley for the annexation of approximately 25 acres on Woodlawn Road (Tax Map 87, Parcel 70). Extension of sewer lines would be funded 100% by the owner.*

**A motion was made by Rob Harrison , seconded by Pamala Harris, that the Plan of Services and annexation request be recommended for approval. The motion carried by an unanimous vote.**

- 4 Letter of Credit, The Gardens Phase VI

**A motion was made by Rob Harrison , seconded by James Mayberry, to release the current letters of credit and accept the new letters of credit in the amounts of \$4,775.40 & \$19,837.65 with the agreements expiring July 19, 2015. The motion carried by an unanimous vote.**

- 5 Staff Reports by Kevin Dean, Local Planner & Other Business

- *In House Plats (In Progress)*

- o *Awaiting two plats for "In-House" review, both outside City but within the City's UGB.*
  
- *In House Plats (Completed)*
  - o *Blackberry Ridge, all the lots of the Blackberry Ridge Subdivision has been purchased by a single developer. The new developer combined all 22 lots into a single lot. The roads, water, and sewer are all still public and have been accepted by the City of Crossville. The plat has been reviewed, approved, and recorded as Plat Book 11 page 645. A copy is on file in the Planning Office.*
  
- *Regular Plats (In Progress)*
  - o *Staff has been in contact with the engineer representing Habitat for Humanity's development off Iris Cir. The final plat would have been presented at the February meeting had weather been more cooperative with setting the pins and conducting the final survey. They have shown an interest in requesting a Special Call meeting to get the approval so construction of houses might begin. Staff will keep the Planning Commission apprised should the request come in.*
  
- *Regular Plats (Completed)*
  - o *Resubdivision of Lots 50 thru 56 Harrison Heights as approved at the December 2014 meeting, has been recorded with the Register of Deeds office as Plat Book 11 page 639. A copy is on file in the Planning Office.*
  - o *Rutledge Property Plat as approved at the December 2014 meeting has been recorded with the Register of Deeds office as Plat Book 11 page 640. A copy is on file in the Planning Office.*
  - o *2 Lot Webb Sales Subdivision as approved at the December 2014 meeting, has been recorded with the Register of Deeds as Plat Book 11 page 367. A copy is on file in the Planning Office.*
  - o *Hall Subdivision, The Gardens Revision Phase I as approved at the December 2014 meeting, has been recorded with the Register of Deeds office as Plat Book 11 page 638. A copy is on file in the Planning Office.*
  
- *Other*
  - o *Mid-Year Planning Report*
  - o *TAPA Winter Retreat. Staff will be attending the Tennessee Chapter of the American Planning Association, Winter Retreat on February 26 and 27 at Fall Creek Falls State Park. Staff is requesting approval of the time spent at the Planning Retreat in seminars and classes as time toward Staff's required 8 hours of training per year. This will not be the only training Staff will be attending this year. Rob Harrison made a motion to approve the classes as the annual 8 hours required. Motion was seconded by Kevin Poore and motion carried on voice vote.*

*Monthly Planning Report: July 1, 2014 to*

- *Planning Items reviewed: 18*
- *Number of Preliminary Lots: 50*
- *Number of Final Lots: 56*
- *Number of New Lots Created: 10*
- *Fees Collected: \$ 1400.00*
- *Acres Subdivided: 72.257*
- *New Roads: 1930 feet*
- *New Water Lines: 1670 feet*
- *New Sewer Lines: 1711 feet*
- *Site Plans Reviewed: 57*

## **Adjournment**

A motion was made by Kevin Poore , seconded by Rob Harrison, that this meeting be adjourned. The motion carried by an unanimous vote.