

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, March 20, 2025

12:00 PM

City Hall

Planning Commission

Public Hearing - Annexations

1. Public Hearing - Annexations

JoAnn Shaffer and Dale Wilson of 23 Brookstone Drive (near/on Cook Road) discussed the difficulties with school traffic. They stated that every morning and afternoon for school drop-off and pick-up, a traffic jam forms, and no one will allow the residents of Brookstone and other neighboring houses to exit onto Cook Road. They attempted to schedule meetings with the Principal of Stone Elementary School and the County Sheriff's Department, but neither were willing to meet. Currently, there is no traffic control office at the school. Mayor R.J. Crawford stated that he will consult with City Manager Valerie Hale on how to address the current issues that residents are experiencing. Once the City gains more jurisdiction over the road and area, they will discuss having a traffic control officer and making road repairs.

Seeing no other discussion, Mayor R.J. Crawford closed the Public Hearing.

A Public Hearing was held for the annexations for TMP 101 12.03 and 101 A 001.00-008.00 excluding 003.00 (Cook Rd.) and TMP 112D J 001.00, 003.00, 004.00, 042.00 and 112E J 19.00, 021.00 (Palmetto Dr.). Mayor Crawford called the meeting to order at 12:00 p.m., and asked the public for comments.

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on March 20, 2025 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 12:09 p.m.

Roll Call

Present 4 - Mayor R.J. Crawford, Landon Headrick, Rob Harrison, and Jerry Wood

Absent 3 - Gordon Atchley, Vice Chair Kevin Poore, and James Mayberry

Others present were Kevin Dean, Valerie Hale, Bailey Walker, JoAnn Shaffer, Dale Wilson, Stephanie Piegzik, Gary Robbins, and Serena Vasudeva.

Public Comment

There were no comments made.

Agenda Items

1. Approval of minutes (2/20)

A motion was made by Jerry Wood, seconded by Rob Harrison, to approve the minutes. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

2. Whataburger - Site Plan

Whataburger has proposed constructing a store on Genesis Road, across from Buc-ee's and north of Advance Auto. There will be one driveway along Genesis Road and another at the rear along Donnelly Place. The current site plan depicts a proposed water connection to an existing 8-inch water line that crosses Genesis Road. The City agreed to terminate that line so that Whataburger could relocate their driveway south, which would have placed it over the existing water line. The development agency, as well as their civil engineers, have been informed of the necessary change in water connection. The Genesis Plaza developer installed a water and sewer tap along Donnelly Place in the rear. Furthermore, the current site plan does not include plans for a storm water structure. The storm water structure should be considered in the final civil plans.

A motion was made by Rob Harrison, seconded by Landon Headrick, to approve the site plan contingent upon TDOT driveway permits and storm water permits and the change in proposed water connection. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

3. Dr. Clark's Office at Miller and Lantana - Site Plan

Dr. Clark has proposed a 7,000 square foot office building with 33 parking spaces and a single driveway to Lantana Road, a state highway. They have proposed a water connection to West Adams Street and a sewer connection to Lantana Road. The plans show three potential locations for storm water structures; however, only one or two will likely be required when their engineer completes final calculations.

A motion was made by Rob Harrison, seconded by Jerry Wood, to approve the site plan contingent upon TDOT driveway permits and storm water permits. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

4. Simple Life Church Genesis Road - Site Plan

Simple Life Church has proposed an approximately 5,000 square foot addition, to the rear of their existing building. With the exception of a new fire line, new utilities will not be required. There will not be new driveway connections because the building will be accessible via the existing ones.

A motion was made by Landon Headrick, seconded by Jerry Wood, to approve the site plan. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

5. Delk Building Park Lane Spur - Site Plan

Mr. Delk has proposed an approximately 6,000 square foot building to be located on his property at the end of Park Lane Spur. A new driveway access is not required because the existing property is all gravel and backs up to an existing cul-de-sac. There will be new water and sewer connections to existing utilities along Park Lane Spur. An area has been proposed for the construction of a storm water area, if needed.

A motion was made by Rob Harrison, seconded by Landon Headrick, to approve the site plan contingent upon any required storm water permits. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

6. Qualls Family Dentistry Resubmittal - Site Plan

Dr. Qualls has submitted a new site plan for the proposed new office building on Miller Avenue. A site plan for this location was approved previously, however a change in building design and size required a resubmission. The proposed new building measures approximately 10,525 square feet and includes 64 parking spaces. The driveway and utility connections are roughly the same as the previously approved site plan.

A motion was made by Jerry Wood, seconded by Rob Harrison, to approve the site plan contingent upon any required TDOT driveway permits and storm water permits. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

7. 391 Old Lantana Road Division - Plat with Variances

The property owner of 391 Old Lantana Road has proposed to subdivide their property. The property is located at the corner of Old Lantana Road and Hale Drive. There is an existing house facing Old Lantana. A single-wide mobile home was once located at the back of the property. The property owner intends to add a single-wide mobile home near the previous location. According to the City's Mobile Home Ordinance, you cannot have a mobile home and a site-built house on the same parcel without causing a "hardship". The property owner has requested variances to allow a 30-foot setback from Old Lantana. Since Old Lantana is a Collector Road, the standard setback is 40 feet. The house already exists, and adding the "grandfathered" clause to the plat would require anything new on the property to meet the 40-foot setback, making the lot nearly unbuildable. They have also requested a 10-foot setback from Hale Drive. Hale Drive requires a 30-foot setback. Hale Drive is a short dead-end road without traffic. The final variance request is for the minimum lot size for Lot 2. The proposed lot measures 0.12 acres, or 5,227.2 square feet. The minimum lot size, according to Subdivision Regulations, is 6,000 square feet, or 0.14 acres. The property owner has already submitted a building permit for the installation of a single-wide mobile home on the proposed Lot 2.

A motion was made by Rob Harrison, seconded by Jerry Wood, to approve the

requested variances. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

A motion was made by Rob Harrison, seconded by Jerry Wood, to approve the plat. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

8. Cook Road Annexation Glenn Clark Property - Plan of Services

Glenn Clark has requested his property along Cook Road (TMP 101 A C 001.00-002.00, 004.00-008.00, and 101 12.03) to be annexed into the City of Crossville. The total area being annexed is 8.43 acres. Water and sewer are existing. This annexation will include approximately 418 feet of Cook Road.

A motion was made by Rob Harrison, seconded by Jerry Wood, to recommend to the Crossville City Council the approval of the plan of services for the annexation of Cook Road. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

9. Annexation of Properties along Palmetto Drive - Plan of Services

Several property owners along Palmetto Drive, which is located off Myrtle Avenue have requested annexation. The total area proposed for annexation is ~4.12 acres. The annexation will include approximately 960 feet of Palmetto Drive, which will become a City street. The properties along Palmetto Drive that have requested annexation have also requested sewer, which will require an extension of approximately 950 feet of 4-inch low pressure sewer. The cost of the extension will be the responsibilities of those requesting the extension. The sewer line extension is listed in the Plan of Services.

A motion was made by Rob Harrison, seconded by Jerry Wood, to recommend to the Crossville City Council the approval of the plan of services for the annexation of Palmetto Drive. The motion carried by the following vote:

10. Discussion and action regarding June 2025 meeting

The third Thursday of June 2025, which is the regularly scheduled meeting for the Crossville Regional Planning Commission, falls on June 19th, which is the federal holiday Juneteenth, and the City of Crossville offices will be closed. A new meeting date will need to be selected.

A motion was made by Landon Headrick, seconded by Rob Harrison, to change in date for the June 19th, 2025 meeting to June 17th, 2025 at 12:00 p.m. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

11. Staff Reports and Other Business

- *In House Plats (In Progress)*
 - o *None*
- *In House Plats (Completed)*
 - o *Clark-Miller Avenue Combination, combining several lots into one, recorded as Plat Book 12, Page 478*
- *Regular Plats (In Progress)*
 - o *None*
- *Regular Plats (Completed)*
 - o *None*
- *Other*
 - o *....*

Monthly Planning Report: July 1, 2024 to March 12, 2025

- *Planning Items reviewed: 42*
- *Number of Preliminary Lots: 65*
- *Number of Final Lots: 64*
- *Number of New Lots Created: 42*
- *Fees Collected: \$2950.00*
- *Acres Subdivided: 69.11*
- *New Roads: 740 feet*
- *New Water Lines: 920 feet*
- *New Sewer Lines: 920 feet*

A motion was made by Landon Headrick, seconded by Jerry Wood, to accept staff reports as presented. The motion carried by the following vote:

Aye: 4 - Mayor Crawford, Headrick, Harrison and Wood

Absent: 3 - Atchley, Vice Chair Poore and Mayberry

Adjournment

A motion was made by Landon Headrick at 12:30 p.m., seconded by Jerry Wood, to adjourn the meeting. The motion carried unanimously.