

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Thursday, March 21, 2019

12:00 PM

City Hall

**Planning Commission**

**Regular Meeting**

**Call to Order**

*Chairman Mike Moser called the meeting to order at 12:04 p.m.*

**Present** 5 - Vice Chair Kevin Poore, Gordon Atchley, Council Member Rob Harrison, Greg Tabor, and Chairman Mike Moser

**Absent** 1 - Mayor James Mayberry

*Others present: City Manager Greg Wood, Planning Commission appointee Landon Headrick, Darrell Hall, Kevin Dean, and Malena Fisher*

**Agenda Items**

Approval of 2/21 minutes

**A motion was made by Gordon Atchley, seconded by Kevin Poore, to approve the February 21 minutes. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser

**Absent:** 1 - Mayor Mayberry

Financial Guarantee for The Broadleaf at River Oaks

*The developer, Take It Easy, LLC, is requesting an extension by way of a new financial guarantee of an additional 12 months. This request is for the plat, Broadleaf at River Oaks – Resubdivision that was approved by the Planning Commission at the April 19, 2018 meeting and recorded as Plat Book 12 page 95. The original guarantee was a cashier’s check in the amount of \$3,080.00. Since they are requesting an additional 12 months, the new amount must be for 10% more than the original. The developer provided a check to the City of Crossville in the amount of \$308.00, to bring the total amount to \$3,388.00.*

**A motion was made by Kevin Poore, seconded by Council Member Rob Harrison, to accept the new financial guarantee and release the previous one on file. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser

**Absent:** 1 - Mayor Mayberry

Sewer Extension and Annexation 426 Valley Lane

*Mr. Wallace Hughes is requesting sewer and annexation for his residence at 426 Valley Lane. Valley Lane is part of the small subdivision on the backside of Brookhaven. It is located outside the City Limits, but within the urban growth boundary. This request*

does meet the requirements for the Special Tap Fee section of the City ordinances for utility mainline extensions. The Special Tap Fee (STP) is a fee that must be paid by the individual property owners before being able to tie on to the city's sewer system. The STP is calculated by the City staff based on the total number of lots that can be served by the sewer line extension. For example, if 10 lots could be served and the total cost for the city to run the sewer line is \$20,000.00, each property owner would be required to pay \$2,000.00, in addition to the normal tap fee, before attaching to the sewer system. They would ONLY be required to pay the STP when they request to tie on to the sewer line. It is NOT a mandatory fee paid by those not wishing to be connected. Special Tap Fee Reference: Crossville, TN Code of Ordinances, 18-107(C)(4)

In this case, there are 28 lots along Valley Lane and Towering Trail that do not have sewer accessible or available to them. The total cost of extending sewer to those lots is, \$84,554.74. The STF for any lots wishing to tie on to the City's sewer line would be \$3,019.81.

**Motion was made by Gordon Atchley, seconded by Councilmember Rob Harrison, to approve the sewer extension for the Valley Lane area with the Special Tap Fee of \$3,019.81 Greg Tabor and Kevin Poore abstained, citing confusion about the Special Tap Fee concept and being uncomfortable voting on an issue they didn't fully understand. Motion carried by the following vote:**

**Aye:** 3 - Atchley, Council Member Harrison and Chairman Moser

**Absent:** 1 - Mayor Mayberry

**Abstain:** 2 - Vice Chair Poore and Tabor

**A motion was made by Council Member Rob Harrison, seconded by Gordon Atchley, to recommend the annexation to the City Council subject to City Council approving the Special Tap Fee. Chairman Mike Moser said the Special Tap Fee should not be an additional clause in the annexation recommendation. The motion carried by the following vote:**

**Aye:** 4 - Vice Chair Poore, Atchley, Council Member Harrison and Tabor

**Nay:** 1 - Chairman Moser

**Absent:** 1 - Mayor Mayberry

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

- *In House Plats (In Progress)*
  - o *None*
  
- *In House Plats (Completed)*
  - o *Resub of Thomas Dunbar Sub 2, a simple two lot resubdivision at the corner of Miller Ave and Dunbar Lane. Mr. Dunbar cut off an existing metal building that fronts on Miller Ave from the lot that has his residence on it. This plat was recorded as Deed Book 1545 page 1220 with the Register of Deeds. A copy is on file in the planning office.*
  
- *Regular Plats (In Progress)*
  - o *Staff has been in discussion with the surveyor for a small 7 lot development. The preliminary plat is expected to be submitted for the April meeting.*

- *Regular Plats (Completed)*
  - o *Crossroad Villages Phase IV Unit V, as approved at the February 2019 Planning Commission meeting has been recorded as Plat Book 12 page 158. A copy is on file in the planning office.*
  - o *Cantrell Division, as approved pending signatures at the February 2019 Planning Commission meeting has been recorded as Plat Book 12 page 157. A copy is on file in the planning office.*

- *Other*
  - o *None*

*Monthly Planning Report: July 1, 2018 to March 15, 2019*

- *Planning Items reviewed: 23*
- *Number of Preliminary Lots: 112*
- *Number of Final Lots: 36*
- *Number of New Lots Created: 18*
- *Fees Collected: \$1800.00*
- *Acres Subdivided: 42.697*
- *New Roads: 350 feet*
- *New Water Lines: 350 feet*
- *New Sewer Lines: 350 feet*

**A motion was made by Councilmember Rob Harrison, seconded by Greg Tabor, to accept Staff Reports. The motion carried by the following vote:**

**Aye:** 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser

**Absent:** 1 - Mayor Mayberry

*Mayor Mayberry has appointed Landon Headrick to the Planning Commission. He was present and welcomed by the group.*

### **Adjournment**

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

**Aye:** 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser

**Absent:** 1 - Mayor Mayberry