

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, March 19, 2026

12:00 PM

City Hall

Planning Commission

Public Hearing - Annexations

Mayor R.J. Crawford called the meeting to order at 12:00 p.m. on March 19, 2026.

Present 5 - Gordon Atchley, Mayor R.J. Crawford, James Mayberry, Jerry Wood, and Rob Harrison

Absent 2 - Landon Headrick, and Kevin Poore

1. Public Hearing - Annexations

A Public Hearing is required regarding the annexation of Bob Tollett Loop (Tax Map 127 Parcel 083.01).

Mayor Crawford asked those in attendance if there were any comments regarding the property being annexed.

Seeing none, Crossville Regional Planning Commission moved in to their Regular Meeting and adjourned the Public Hearing.

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on March 19, 2026 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 12:01 p.m.

Roll Call

Present 5 - Gordon Atchley, Mayor R.J. Crawford, James Mayberry, Jerry Wood, and Rob Harrison

Absent 2 - Landon Headrick, and Kevin Poore

Others present were Mayor Pro-tem Art Gernt, City Manager Valerie Hale, Bailey Walker, Kevin Dean, Ethan Hadley, Mike Moser, Brett Elmore, Justin Baisley, Lee Henry, and Jack Stites.

Public Comment

There were no comments made.

Agenda Items

1. Approval of Minutes (2/19)

A motion was made by James Mayberry, seconded by Gordon Atchley, to

approve the minutes. The motion carried by the following vote:

Aye: 5 - Atchley, Mayor Crawford, Mayberry, Wood and Harrison

Absent: 2 - Headrick and Poore

2. Stone View Phase III - Preliminary Plat

The developer of Stone View subdivision has proposed a preliminary plat for an additional 19 lots along Stone View Drive and River Otter Drive. All roads, water, and sewer infrastructure are existing.

A motion was made by Gordon Atchley, seconded by Jerry Wood, to approve the preliminary plat. The motion carried by the following vote:

Aye: 5 - Atchley, Mayor Crawford, Mayberry, Wood and Harrison

Absent: 2 - Headrick and Poore

Vice Chair Kevin Poore joined the meeting at 12:03 p.m.

Present 6 - Gordon Atchley, Mayor R.J. Crawford, James Mayberry, Jerry Wood, Rob Harrison, and Kevin Poore

Absent 1 - Landon Headrick

3. Hinch Baisley Division - Final Plat

The preliminary plat for this lot was approved at the February 2026 meeting. The final plat shows 2.67 acres being subdivided off a parcel, leaving a remainder greater than 5 acres.

A proposed 12-inch water line across Miller Avenue is being installed as part of an ARPA grant project by the City of Crossville. A required variance was requested by City Staff, as it is not the responsibility of the developer to provide a guarantee for this water line since it is currently a City project.

The developer has provided a financial guarantee in the form of a letter of credit for the installation of a new fire hydrant that is not part of the ARPA grant project. A cost estimate was obtained from the Cumberland Plateau Water Authority for the installation of the fire hydrant, as the proposed water line will be part of their system upon completion of the project. The amount of the quote was \$12,628.95, and a letter of credit in that amount has been received by the City of Crossville.

A motion was made by Rob Harrison, seconded by James Mayberry, to approve the variance. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

A motion was made by James Mayberry, seconded by Rob Harrison, to accept the letter of credit. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

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

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

4. Genesis Road Donnelly Place Road Extension - Final Plat

The developer has proposed an extension of Donnelly Place, measuring approximately 301 feet, with the addition of an offset cul-de-sac at the end. A financial guarantee in the amount of \$47,887 has been submitted in the form of a certified check for the completion of the road extension. This plat also includes the abandonment of a portion of the right-of-way. The abandonment is currently before City Council, as it must be executed by Ordinance. Approval of this plat must be contingent on the passing of the Ordinance on third reading. Once the Ordinance passes its third reading, the plat will be recorded.

A motion was made by James Mayberry, seconded by Rob Harrison, to accept the financial guarantee. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

A motion was made by James Mayberry, seconded by Rob Harrison, to approve the plat contingent on the passing of the right-of-way abandonment Ordinance. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

5. Genesis Plaza Lots 6, 7, and 8 - Final Plat

The developer of Genesis Plaza has proposed a final plat, dividing off Lot 6 (18.49 acres), Lot 7 (2.26 acres), and Lot 8 (1.89 acres). Lots 6 and 7 have existing roads, water, and sewer; Lot 8 does not. The City of Crossville is currently planning an extension of Interstate Drive, which will include water and sewer. Once that project is complete, Lot 8 will have the required access and utilities.

The Crossville City Council has committed to construct approximately 1,350 feet of road, 1,350 feet of water, and 1,050 feet of sewer, contingent upon the approval of STIF (Sales Tax Increment Financing) or other funding sources. A variance was requested to allow the creation of Lot 8 without the currently required access and utilities.

A motion was made by James Mayberry, seconded by Rob Harrison, to approve the variance for the requirement of access and utilities for lot 8 with a special note stating if the conditions of the City's commitments are not met and a proposed development is made for Lot 8, it would be the responsibility of the current property owner of lot 8 to provide the required access and utilities, as stated in Note K on the plat. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

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

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

6. Hinch Baisley - Site Plan

The developer has proposed a 8,500 square foot building for the purpose of retail and services. There is a proposed driveway to Miller Avenue, a State route, and a new water connection to the proposed 12-inch water line across Miller Avenue. A new sewer connection is also proposed to an existing low-pressure sewer line to the north.

A motion was made by James Mayberry, seconded by Jerry Wood, to approve the site plan contingent on required stormwater permits and a TDOT driveway permit. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

7. Upper Cumberland Credit Union Addition - Site Plan

Upper Cumberland Credit Union has proposed a 4,720 square foot addition to their building on Livingston Road, along with additional parking to the rear. This addition will not require a new driveway or utility connections. A storm water pond has also been proposed for the rear of the property.

A motion was made by Gordon Atchley, seconded by Jerry Wood, to approve the site plan contingent on any required stormwater permits. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

8. City of Crossville Fire Station One Addition - Site Plan

The City of Crossville Fire Department has proposed an addition to its existing Fire Station 1. The addition consists of an apparatus bay, a truck bay, and an interconnection hallway, totaling 5,968 square feet. The right-of-way where this addition is proposed, formerly Municipal Avenue, was abandoned several years ago. The City is requesting a setback variance for the proposed addition from Irwin Avenue. The addition will be 21 feet from the property line, requiring a 9-foot setback variance. The proposed addition is in line with the existing fire station structure.

A motion was made by Jerry Wood, seconded by Gordon Atchley, to approve the setback variance. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

A motion was made by Vice Chair Kevin Poore, seconded by Rob Harrison, to approve the site plan. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

9. Bob Tollett Loop TMP 127 083.01 Annexation - Plan of Services

The property owner of Tax Map 127 Parcel 083.01 has requested annexation for the purpose of connecting to City sewer. The property is located on Bob Tollett Loop, a frontage road of Highway 127 South. The approximate acreage, as calculated by GIS, is 6.17 acres. Existing water and sewer lines run along the front of the property. No portion of Bob Tollett Loop is included in the annexation. This is a standard Plan of Services.

This Resolution was recommended for approval

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

10. De-Annexation TMP 101 021.03 - De-Annexation

The property owner of Tax Map 101 Parcel 021.03 has requested to be de-annexed from the City of Crossville. In the request, it is stated that water service is provided through the Cumberland Plateau Water Authority and no sewer service is available to the property. The owner indicates that the only municipal service received for the payment of property taxes is weekly trash pickup.

Mayor Crawford cautioned that approving de-annexation could disrupt the delivery of emergency and public works services. He noted that such approvals often set a precedent, encouraging additional requests and further impacting the City's operations.

Vice Chair Kevin Poore stated that he does not know enough about the de-annexation process, and abstained from voting on this agenda item.

This Resolution was recommended for disapproval

Aye: 5 - Atchley, Mayor Crawford, Mayberry, Wood and Harrison

Absent: 1 - Headrick

Abstain: 1 - Poore

11. Interstate Drive Extension Alignment Study

The City of Crossville has hired an engineering firm to conduct an alignment study for phases 2 and 3 of the Interstate Drive extension project. Plans are currently underway for phase 1. The roadway extension is represented on the City's existing Major Thoroughfare Plan.

A motion was made by Vice Chair Kevin Poore, seconded by James Mayberry, to support the roadway extension project. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

12. Staff Reports and Other Business

- *In House Plats (In Progress)*
 - o *Brad Eldridge Division Lantana, Small 3 lot subdivision*

- *In House Plats (Completed)*
 - o *Tabor Division, simple 2 lot subdivision along Central Avenue recorded as Plat 13 Page 59*
 - o *Price Sawmill Road Division, simple lot combination recorded as Plat 13 Page 63*
 - o *Lot Line Adjustment Hideaway Hills, recorded as Plat 13 Page 64*
 - o *CarFix Bilbrey Street, simple 2 lot subdivision recorded as Plat 13 Page 67*
 - o *Sarah Wyatt Division, simple 1 lot subdivision recorded as Plat 13 Page 69*

- *Regular Plats (In Progress)*
 - o *Still waiting for resubmittal of 400 lot Oakland Subdivision*

- *Regular Plats (Completed)*
 - o *None*

- *Other*
 - o *.....*

Monthly Planning Report: July 1, 2025 to March 13, 2026

- *Planning Items reviewed: 54*
- *Number of Preliminary Lots: 438*
- *Number of Final Lots: 59*
- *Number of New Lots Created: 16*
- *Fees Collected: \$4,400.00*
- *Acres Subdivided: 94.334*
- *New Roads: 1651 feet*
- *New Water Lines: 1350 feet*
- *New Sewer Lines: 1265 feet*

A motion was made by Vice Chair Kevin Poore, seconded by Jerry Wood, to accept staff reports as presented. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Mayberry, Wood, Harrison and Poore

Absent: 1 - Headrick

Adjournment

A motion was made by Vice Chair Kevin Poore at 12:47 p.m., seconded by Jerry Wood, to adjourn the meeting. The motion carried unanimously.