

## **BARTLETT INVESTMENTS LLC**

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July 15, 2026

Mr. Kevin Dean  
City Planner  
City of Crossville Planning Department  
Crossville, Tennessee

### **RE: Request for Variances — Old Mail Road Townhomes**

Proposed 8-Unit Townhome Special Development  
Article IV (Special Developments), Crossville Subdivision Regulations  
Property: 964 Old Mail Road, Crossville, TN | Tax Map 113N, Group A, Parcel 005.00 | approx.  
1.31± acres

Dear Mr. Dean:

On behalf of Bartlett Investments LLC, owner of the property referenced above, I am writing to request approval to submit our proposed eight (8) unit townhome development (the "Old Mail Road Townhomes") as a Special Development under Article IV of the Crossville Subdivision Regulations. This project has already received the City's approval to build, and we are now proceeding with the townhome subdivision plat. Per guidance from the Crossville Planning Department, we respectfully request the two variances described below and provide the accompanying statements in support of our application.

### **Variance Request No. 1 — Development of Less Than Five (5) Acres**

We respectfully request a variance from the five (5) acre minimum area requirement so that this Special Development may proceed on the subject property, which comprises approximately 1.31± acres in total. The property is a compact infill site that is well suited to a small, well-planned townhome community. Its size, location, and access to existing streets and public services make it an efficient use of land that adds quality housing without requiring the extension of significant new infrastructure. Approving development on a parcel of this size allows the City to make productive use of an otherwise underutilized site while maintaining the character and quality of the surrounding area.

### **Variance Request No. 2 — Private Road Right-of-Way of Less Than Fifty (50) Feet**

We respectfully request a variance to allow the private road right-of-way serving the development to be less than the standard fifty (50) feet, at a proposed width of twenty-five (25) feet. The private road is an internal drive that will serve only the eight units within this development, terminating in a cul-de-sac turnaround, and will be owned and maintained by the development's Homeowners'/Property Owners' Association rather than the City. The proposed width is adequate to safely serve the limited traffic generated by eight units, and a narrower right-of-way reduces impervious surface, preserves additional landscaped green space on the site, and is fully in keeping with the compact, pedestrian-friendly character of a townhome community.

### **Statement Justifying the Increase in Population Density**

The density proposed for this development is modest and appropriate for the site and its surroundings. Eight townhome units on this parcel represent a well-planned, efficient use of land that is consistent with the type of quality residential growth the Crossville area is experiencing. Importantly, this project

helps fill a clear and currently unmet need in the local market: there is strong and growing consumer demand for townhome-style housing in the Crossville area, and very little existing supply to meet it. This development directly addresses that gap.

Townhomes of this kind are typically a higher-end product than standard rental housing, and they add to the overall attractiveness of the area by incorporating maintained common areas and dedicated green space for residents to enjoy. Because the units may be offered for sale to individual owners, a well-designed townhome community of this quality also tends to enhance the attractiveness and property values of the surrounding neighborhood. In short, the requested density allows the City to add desirable, quality housing stock that meets real market demand while making efficient use of existing infrastructure and services.

#### **Statement Regarding the Homeowners' / Property Owners' Association**

We will establish a Homeowners'/Property Owners' Association (HOA/POA) that will be responsible for the ownership, maintenance, and upkeep of all common areas within the development, including the private road, drainage facilities, landscaping and green space, and shared utility infrastructure. Each individual unit will be separately and individually metered for both water and electricity, so that each owner or occupant is billed directly for their own utility consumption. The Association's utility responsibilities will therefore be limited to common-area and shared infrastructure, while service to each unit is handled through its own dedicated meter.

#### **Statement Regarding Governing Bylaws**

The HOA/POA will be governed by a set of recorded bylaws, together with associated covenants, conditions, and restrictions, that will govern the operation of the Association and the maintenance of the common areas and utilities. We will submit these bylaws to the City prior to recordation of the final plat.

We believe this development represents a positive addition to the Crossville community and appreciate the Planning Department's consideration of these requests. Please do not hesitate to contact me if you require any additional information or documentation in support of this application.

Sincerely,



**Michael Bartlett**

Bartlett Investments LLC

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