

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Wednesday, August 26, 2020

9:00 AM

Special called via teleconference

via teleconference

**Planning Commission**

### Regular Meeting

#### Call to Order

*Chairman Mike Moser called the meeting to order at 9:04 a.m.*

**Present** 4 - Vice Chair Kevin Poore, Gordon Atchley, Council Member Rob Harrison, and Chairman Mike Moser

**Absent** 3 - Greg Tabor, Mayor James Mayberry, and Landon Headrick

*Others present were City Manager Greg Wood, Kevin Dean, Malena Fisher, and Darrell Hall.*

#### Agenda Items

**1.** Approval of 7/16 minutes

*Rob Harrison noted that he was the secretary of the Planning Commission, and Vice-Chairman Poore noted that he was not present at the July 16 meeting.*

**A motion was made by Gordon Atchley, seconded by Council Member Rob Harrison, to approve the minutes of the 7/16 meeting. The motion carried by the following vote:**

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

**Absent:** 3 - Tabor, Mayor Mayberry and Headrick

**2.** Emerald Leaf Subdivision - Preliminary Plat

*The developer, Take it Easy, LLC, is proposing a 12 lot subdivision along Spruce Loop. All infrastructure, water, sewer, and roads, are existing. Staff recommends approval of the preliminary plat.*

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

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

**Absent:** 3 - Tabor, Mayor Mayberry and Headrick

*Mayor James Mayberry joined the meeting at 9:08 a.m.*

**Present** 5 - Vice Chair Kevin Poore, Gordon Atchley, Council Member Rob Harrison, Chairman Mike Moser, and Mayor James Mayberry

**Absent** 2 - Greg Tabor, and Landon Headrick

**3. The Gardens Phase 8 Plat 3 - Final**

*The developer is proposing the next plat in phase 8. This proposed section consists of 14 lots and approximately 780 feet of new road, water, and sewer. The developer is providing five financial guarantees for the construction of the new infrastructure. Three of the financial guarantees are for 12 months: \$25,000 for stormwater; \$62,000 for the completion of roadway foundations, base stone, and drainage; and \$70,000 to finish the roadway base and trim, asphalt and curbs. Two financial guarantees are for six months: \$62,000 for completion of waterlines; and \$52,000 for completion of sewer lines.*

**A motion was made by Vice Chair Kevin Poore, seconded by Council Member Rob Harrison, to accept the financial guarantees and approve the final plat. The motion carried by the following vote:**

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

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

**Absent:** 2 - Tabor and Headrick

**Absent:** 2 - Tabor and Headrick

**4. Setback Variance for Sam Baisley**

*Mr. Baisley is requesting an 8-foot setback to construct a storage building. His property backs up to the County's Recycling Center. There is a sewer line installed, and the City is requiring that he stays 10 feet from it for construction. The parcel was created in the 1960s and technically doesn't have a recorded setback. However, Mr. Baisley is requesting a variance to have a clear paper trail for any potential future issues. He is currently in the process of discussing the purchase of a small triangle from the county. The building will not interfere with the sewer line.*

**A motion was made by Council Member Rob Harrison, seconded by Vice Chair Kevin Poore, to approve the variance request. The motion carried by the following vote:**

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

**Absent:** 2 - Tabor and Headrick

*Landon Headrick joined the meeting at 9:31 a.m.*

**Present** 6 - Vice Chair Kevin Poore, Gordon Atchley, Council Member Rob Harrison, Chairman Mike Moser, Mayor James Mayberry, and Landon Headrick

**Absent** 1 - Greg Tabor

**5. Carson Road Water Line Extension - Catoosa**

*Fred Stout is requesting a 4 inch water line be extended down Carson Road, approximately 1400 feet. Under the City's Mainline Extension Ordinance, the*

owner/developer will be required to pay for the main line extension at 100% cost (Labor & Materials). Jeff presented the request at the Catoosa Advisory Board meeting on August 21. While the board had some consternation regarding the request according to City Manager Greg Wood, they did approve of it.

Total cost of project would be \$30,800, and Mr. Stout would have to provide a financial guarantee in that amount before any work could commence. Mr. Stout said in his request that he would do the trenching work. If open cut is allowed by the county, he will be reimbursed \$16,690. If a road bore is required, he will be reimbursed \$9,690 for labor. Mayor Mayberry expressed concern with a private individual getting involved with Catoosa/City project, and Chairman Moser said he was concerned with liability in case something goes wrong. Possibly requiring a hold harmless agreement or liability insurance from Mr. Stout was discussed, as was the precedent being set by approving this particular request.

The purpose and exact location of the water line extension was questioned and discussed. City Engineer Tim Begley was brought in to demonstrate on a map where the proposed line would go, and he suggested looking at changes to the Mainline Extension Ordinance to take into consideration the liability of an individual doing part of the work. Mayor Mayberry said he had too many questions and voted against the recommendation, while Chairman Moser voted for it with the request for the issue to be revisited in regard to Planning Commission regulations.

**This Planning Item was recommended for approval**

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

**Nay:** 1 - Mayor Mayberry

**Absent:** 1 - Tabor

**6. Staff Reports & Other Business - Kevin Dean, Local Planner**

- *In House Plats (In Progress)*
  - o *Simpson Division, a simple 1 lot subdivision fronting on Lantana Rd. The plat has been submitted and is under review.*
  - o *Replat of Cedar Ridge Lot 1 & 2, a simple lot line adjustment in the Cedar Ridge Subdivision off Tennessee Ave. The plat has been submitted and is under review.*
  
- *In House Plats (Completed)*
  - o *None*
  
- *Regular Plats (In Progress)*
  - o *None*
  
- *Regular Plats (Completed)*
  - o *Coon Hollow – Elmore Division, as approved at the July Planning Commission meeting, the plat has been recorded as Plat Book 12 page 260. A copy of the recorded plat is on file in the Planning Office.*
  
- *Other*
  - o *.....*

Monthly Planning Report: July 1, 2020 to Aug 20, 2020

- *Planning Items reviewed: 8*
- *Number of Preliminary Lots: 12*
- *Number of Final Lots: 19*
- *Number of New Lots Created: 17*
- *Fees Collected: \$600.00*
- *Acres Subdivided: 13.51*
- *New Roads: 780 feet*
- *New Water Lines: 780 feet*
- *New Sewer Lines: 780 feet*

**A motion was made by Vice Chair Kevin Poore, seconded by Mayor James Mayberry, to accept Staff Reports. The motion carried by the following vote:**

**Aye:** 6 - Vice Chair Poore, Atchley, Council Member Harrison, Chairman Moser, Mayor Mayberry and Headrick

**Absent:** 1 - Tabor

### **Adjournment**

*With no further business to discuss, the meeting was adjourned at 9:42 a.m.*

**A motion was made by Vice Chair Kevin Poore, seconded by Council Member Rob Harrison, to adjourn. The motion carried by the following vote:**

**Aye:** 6 - Vice Chair Poore, Atchley, Council Member Harrison, Chairman Moser, Mayor Mayberry and Headrick

**Absent:** 1 - Tabor