

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, December 18, 2025

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on December 18, 2025 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 12:00 p.m.

Roll Call

Present 6 - Mayor R.J. Crawford, Landon Headrick, Vice Chair Kevin Poore, James Mayberry, Rob Harrison, and Jerry Wood

Absent 1 - Gordon Atchley

Others present were Bailey Walker, Kevin Dean, and Mike Moser.

Public Comment

There were no comments made.

Agenda Items

1. Approval of Minutes (PC 11/20)

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

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

2. Sparta Highway Retail and Storage - Site Plan

The developers/owners of the property along Highway 70, previously identified as the future site of Fire Station 3, have submitted a new site plan. They previously submitted and received approval for a multifamily apartment complex on the site. They are now proposing a retail development in the front portion of the property with storage units located behind. The proposed driveway, utilities, and stormwater design will remain the same as previously approved. The proposed use and structures have changed. The new site plan includes two retail structures fronting Highway 70, one measuring 10,925 square feet and the other 10,450 square feet, with parking provided in both the front and rear. Additional structures on the property are labeled as "storage units" and measure approximately 11,000; 10,925; 10,450; 10,125; 8,815; 7,100; 7,000; and 3,400 square feet.

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

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

3. Lantana Annexation for 125M A 006.01 - Review and Recommendation

The property owner of Tax Map 125M A 006.01 has requested annexation for the purpose of connection to the City sewer system. There is currently a sewer line across Lantana Road from the property. However, the City is scheduled to bid out a sewer line extension along the same side of the road as the requesting property in 2026. Staff has discussed this with the property owner and they are willing to wait until the line is installed rather than boring Lantana Road. They do wish to move forward with the annexation.

A motion was made by Rob Harrison, seconded by Vice Chair Kevin Poore, to make a recommendation to City Staff to move forward with the annexation process. The motion carried by the following vote:

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

4. Woodlawn Road Annexation for 087 008.00 - Review and Recommendation

The property owner of Tax Map 087 008.00 has requested that the remainder of their property be annexed into the City of Crossville. A portion of the parcel, located to the rear of the existing house, is already inside the City limits. They are requesting the house be annexed for the purpose of connecting to the City sewer system. There is an existing low-pressure sewer line approximately 270 feet from the property. A mainline extension would be required to provide service to the requesting property. Per City Ordinance regarding mainline utility extensions, the property owner would be responsible for the material cost associated with the extension. Roads will not be included in the annexation.

A motion was made by Jerry Wood, seconded by Vice Chair Kevin Poore, to make a recommendation to City Staff to move forward with the annexation process. The motion carried by the following vote:

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

5. Canary Drive Annexation for 112L D 019.00 - Review and Recommendation

The property owner of Tax Map 112L D 019.00 has requested annexation into the City of Crossville for the purpose of water and sewer connection. There is an existing waterline across the street from the property. A sewer line extension has been approved for a property across the street that also requested annexation. Once the line extension has been installed, then sewer services will be available to the requesting property. This portion of Canary Drive is already a City street.

A motion was made by James Mayberry, seconded by Rob Harrison, to make a recommendation to City Staff to move forward with the annexation process. The motion carried by the following vote:

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

6. Canary Drive Annexation for 112L D 021.00 - Review and Recommendation

The property owner of Tax Map 112L D 021.00 has requested annexation into the City of Crossville for the purpose of connection to City sewer. There is an existing house on the property that is currently connected to City water. A sewer line extension has been approved, during a previous annexation request for a property across the street. Once that line extension has been installed, then sewer services will be available to the requesting property. No new roads will be included in this annexation. No new roads will be included in this annexation.

A motion was made by Vice Chair Kevin Poore, seconded by Jerry Wood, to make a recommendation to City Staff to move forward with the annexation process. The motion carried by the following vote:

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

7. Election of Officers for 2026

- *Election for:*
 - o *Chairman (Currently Mayor R.J. Crawford)*
 - o *Vice Chairman (Currently Kevin Poore)*
 - o *Secretary (Currently Rob Harrison)*

Officers will begin serving their position starting at the January 2026 Planning Commission Meeting.

A motion was made by James Mayberry, seconded by Jerry Wood, to nominate the existing officers to continue in their respective roles. The motion carried by the following vote:

Aye: 6 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

8. Staff Reports and Other Business

- *In House Plats (In Progress)*
 - o *None*
- *In House Plats (Completed)*
 - o *Wayne and Laura Warren Division, simple one lot subdivision along West Creston Road, recorded as Plat Book 13 page 40.*
 - o *Highland View Subdivision Lot Combo, lots 115 and 116, simple lot combination along Glenwood Circle, recorded as Plat Book 13 Page 41*
- *Regular Plats (In Progress)*
 - o *No resubmission of the Oakland Subdivision of nearly 400 lots.*

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

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

Monthly Planning Report: July 1, 2025 to December 11, 2025.

- *Planning Items reviewed: 32*
- *Number of Preliminary Lots: 418*
- *Number of Final Lots: 28*
- *Number of New Lots Created: 0*
- *Fees Collected: \$2,250.00*
- *Acres Subdivided: 46.604*
- *New Roads: 0 feet*
- *New Water Lines: 0 feet*
- *New Sewer Lines: 215 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 - Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Absent: 1 - Atchley

Adjournment

A motion was made by Vice Chair Kevin Poore at 12:11 p.m., seconded by Jerry Wood, to adjourn the meeting. The motion carried unanimously.