Crossville Regional Planning Commission January 16, 2014 12:00 p.m. City Hall Room 407

The Crossville Regional Planning Commission met on January 16, 2014 with the following members present: Chairman Dave Burgess, Kevin Poore, Councilman Marlow, Mayor Graham, Gordon Atchley, and Mike Moser. The only member absent was Rob Harrison. Others present were: Darryl Cole, Valerie Hale, Assistant City Clerk; Tim Begley, City Engineer; and Kevin Dean, Local Planner.

The meeting was called to order by Chairman Dave Burgess.

APPROVAL OF MINUTES OF REGULAR MEETING NOVEMBER 21, 2013

A motion was made by Mayor Graham and seconded by George Marlow to approve the minutes as presented for the regular meeting November 21, 2013. Motion carried on voice vote.

REQUEST TO CLOSE REMAINING PORTION OF LILLIAN COURT

A letter was received from Larry Tramel requesting that the undeveloped right of way between his property and Joe Page's property on North Main Street be closed. Closure of this portion would close all access to Lillian Court and lead to a land locked parcel owned by Flynn Sign Company. Darryl Cole is a property owner near Lillian Court and opposes closing Lillian Court. He stated that the closure would not give him any access to Hwy 127N and has spoken with surrounding property owners and they support his position. After a discussion with Mr. Cole, Mayor Graham made a motion to defer any action to Council until written requests from the other property owners have been received. Kevin Poore seconded the motion and motion carried on voice vote.

PROPOSAL FOR CHANGES TO UTILITY EXTENSION PROCEDURES

Planning staff submitted a rough draft proposal for changes to utility extension procedures. There was a discussion about utility extension inside the city and outside the city and prospective rates, also the possibility of capacity development fees. Mayor Graham made a motion that the staff develops an ordinance for utility extensions inside the City and utility extension outside the City with clear definitions and to include examples, but not to include capacity development fees. Motion was seconded by George Marlow. Motion carried on voice vote.

STAFF REPORTS-KEVIN DEAN

In House Approvals In Progress, None

In House Approvals Completed

- Jack O. Smith and Pamela Smith Subdivision Plat has been recorded. Deed Book 1420, page 2143
- Mike Sherrill Property has been recorded. Plat Book 11, page 579

Plats, In Progress

Three property owners have been in for property subdivision consultations. Two of the three simple 2 lot subdivision will require variance requests. As soon as the actual plats are submitted, they will be placed on the next meeting agenda.

Completed Plats

• Selma Division has been recorded. Plat Book 11, page 580

Letters of Credit

 Tim Wilson has requested the release of a Letter of Credit for the Gardens Phase Vi & VII for water line completion in the amount of \$7,300. Work has been successfully completed. Mayor Graham made a motion to release the letter of credit. George Marlow seconded the motion and motion carried on voice vote.

Continuing Education

Four hours of continuing education are required for 2014. Kevin asked for suggestions of topics and hopes to keep the training in house. The topics will be decided at a later date. Some suggestions were capacity development fees, subdivision regulations, annexation moratorium, and zoning.

Kevin Poore reminded everyone to file ethics disclosure by January 31, 2014.

July 1, 2013 - December 31, 2013

Total Number of Reviews	Number of Lots Prelim	Number of Lots Final	No of New Lots	T- ee	Acres	Road Footage (City)	Water Footage (City)	Sewer Footage (City)
7	0	8	5	\$350.00	11.773	0	0	0

Other Business

George Marlow reported that the City Council had voted to not proceed on Northwest Connector sections 2 and 3. He expressed it was a mistake made by City Council and would like for the planning commission to ask City Council to reconsider their action. Gordon Atchley asked for clarification of sections 2 and 3. George expressed concern about The Gardens and their inability to expand if the Northwest Connector isn't finished with sections 2 and 3. Chairman Burgess stated the community is disappointed with the Council's decision and that section 1 is useless without sections 2 and 3, especially section 2. He stated the community would be going backwards if this project stops. Gordon Atchley stated it was a safety issue due to the high amount of traffic on Hwy 70 and Elmore Road. Mike Moser stated he had no interest in any property on the Northwest Connector and made a motion to send a letter to City Council asking for reconsideration. Gordon Atchley seconded the motion, stating he does not have any property on the Northwest Connector. Dave Burgess reiterated it would be a detriment to the community if the project were not completed and also stated he does not own any property on the Northwest Connector. Mayor Graham stated he prepares tax returns for individuals that own property on the Northwest Connector. He is also the trustee of a trust that used to own property on the Northwest Connector but no longer does. He went on to say he has no personal ownership in any property on the Northwest Connector and he does not have a direct conflict in voting for this motion. He may have an indirect conflict due to his tax return business. He does not believe he should recuse himself from voting. Chairman Burgess confirmed he should not recuse himself. Gordon Atchley reiterated this project should be completed for safety, preventing accidents and traffic jams. Kevin Poore stated he does not own property on the Northwest Connector, however doesn't feel comfortable voting since he wasn't aware the item would be discussed and will abstain from the voting process. Motion carried (4 ayes Graham, Moser, Atchley, Marlow; and Burgess; 1 abstention Poore; and one absent, Harrison)

A motion to adjourn was made by Kevin Poore and seconded by Gordon Atchley. Motion carried on voice vote.

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Dave Burgess Chairman	Date	
Robert Harrison Secretary	Date	

Approved by Planning Commission.