

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, September 21, 2023

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on Thursday, September 21, 2023 at Crossville City Hall. Chairman Greg Tabor was present and presiding. He called the meeting to order at 11:59 a.m.

Roll Call

- Present** 6 - Gordon Atchley, Greg Tabor, Mayor R.J. Crawford, Mayor Pro-tem Rob Harrison, Kevin Poore, and Jerry Wood
- Absent** 1 - Landon Headrick

Others present were Greg Wood, Kevin Dean, Baylee Rhea, T.C. Miller, Darrel Hall, Jack Stites, and Mike Stone.

Public Comment

No comments were received.

Agenda Items

1. Approval of minutes (8/17)
 - A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the minutes from the August 17th meeting. The motion carried by the following vote:**
 - Aye:** 6 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Poore and Wood
 - Absent:** 1 - Headrick

2. Genesis Plaza Phase II - Preliminary Plat
 - The developer/owner is proposing approximately 1,000 feet of new water and sewer and approximately 800 feet of new road. The new road and utilities will service the lots fronting on Genesis Road, as well as being one of the access points into a larger commercial development. The developer's proposed road will tie into the Interstate Drive Extension that the City is currently in the process of having designed for construction as a City project. The developer has included one additional lot between the new road and Genesis with more planned in the future.*
 - A motion was made by Mayor Pro-tem Rob Harrison, seconded by Kevin Poore, to approve the preliminary plat. The motion carried by the following vote:**
 - Aye:** 6 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Poore and Wood

Absent: 1 - Headrick

3. Panther - Stone Division, Small 3-Lot Final Plat

The property owner/developer is proposing a 3-lot subdivision along Cook Road in front of Stone Memorial High School. All required infrastructure is existing.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the plat. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Poore and Wood

Absent: 1 - Headrick

4. Aviagen Lab Addition - Site Plan

Aviagen is proposing a new lab addition located on their property at the end of Duer Court. The new building will be approximately 1,800 square feet with a driveway and parking area connecting to their existing parking lot. They are proposing a new water and sewer connections to the public lines located on Duer Court.

A motion was made by Kevin Poore, seconded by Jerry Wood, to approve the site plan. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Poore and Wood

Absent: 1 - Headrick

5. Advanced Auto Parts, Genesis - Site Plan

The owner/developer is proposing a new Advanced Auto Parts to be located on Genesis Road across from Buc-ee's. At this time, a TDOT driveway permit has not been issued; however per the plat that was approved at the August Planning Commission meeting, an ingress/egress easement has been provided for access to the property. The developer is in the process of submitting a preliminary plat for the construction of a public street in the location of that easement. As shown on the site plan, the utility connections are proposed to tie into an existing water line and make use of a utility easement to extend a service line to an existing manhole. With the new proposed road to the rear, and potentially new water and sewer services to be constructed along it, City Staff is aware that there is a possibility for the utility connections for this site to change.

A motion was made by Kevin Poore, seconded by Gordon Atchley, to approve the site plan subject to any stormwater permits. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Poore and Wood

Absent: 1 - Headrick

6. Josh Tollett Masonry - Site Plan

The owner/developer is proposing a new office for his masonry business on a lot between County Seat Road and Highway 127 South. There is a proposed driveway to Wells Road. There will be new water and sewer connections. With the property falling

between two roads and adjacent to another local road, the developer/owner is requesting a 5-foot setback variance from County Seat Road. This would reduce the building setback from County Seat Road from 30 feet to 25 feet. The exact location of the proposed driveway has not been established or reviewed by the City Street Department.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Kevin Poore, to approve the variance and site plan subject to any required stormwater permits and the approval of the driveway by the city street department. The motion carried by the following vote:

Aye: 6 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Poore and Wood

Absent: 1 - Headrick

Landon Headrick entered the meeting.

7. Verizon Antenna Upgrade Old Mail Road - Telecomm Review

Verizon Wireless is proposing an upgrade to their existing antenna on the existing cell tower located off Old Mail Road. Per the requirements of the city’s Telecommunication ordinance, the Planning Commission must review and recommend approval of the permit to the Codes Department.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Kevin Poore, to recommend the approval of the permit to the Codes Department. The motion carried by the following vote:

8. Cluster Housing Golf Development off County Garage Rd - Site Plan

The developer/owner is proposing a 16-unit cluster housing development located off County Garage Road. The development includes a 1000x22 feet paved, private drive, a tee box, driving range, entertainment area, and a putting green. The developer is required to extend a 6-inch water line approximately 560 feet across their property to provide fire protection. They will have an additional 500-foot 6 inch “fire line” into the development to install a fire hydrant. The development will be serviced by a master meter and a 2-inch line and private gravity sewer. A cluster mailbox will be installed near the intersection of the private drive and County Garage Road. An additional driveway will connect the main entrance back to County Garage Road for access to the amenity area and two additional housing units. Since this development requires a main water line extension, the approval of that extension must go before the Crossville City Council.

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to approve the site plan. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Poore and Wood

A motion was made by Kevin Poore, seconded by Mayor Pro-tem Rob Harrison, to recommend approval of the waterline extension. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Poore and Wood

9. Staff Reports and Other Business

- *In House Plats (In Progress)*
- o *Cumberland Medical Square Addition has been submitted and approved, but the owner has not come to sign the plat.*

- *In House Plats (Completed)*
- o *Exxon Elite Market 1 - a simple lot line adjustment between adjacent properties, has been recorded as Plat Book 12 page 598*
- o *Ivy Avenue Plat - simple 2 lot subdivision, recorded as Plat Book 12 page 594.*

- *Regular Plats (In Progress)*
- o *Genesis Plaza Phase I - this plat was temporarily placed on hold by the owner due to the possibility that it may need to be changed. Since then, city staff has been contacted and the plat has been released for recording, it will have been recorded before the September meeting.*
- o *Martha Selby Plat - a small subdivision has been submitted and reviewed. At the time of agenda creation, staff was waiting on a corrected plat with TDEC certificate for septic. Staff expects the plat for the October meeting.*

- *Regular Plats (Completed)*
- o *Pointe Landing Lot adjustment has been recorded as Plat Book 12 page 595*

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

Monthly Planning Report: July 1, 2023 to September 14, 2023

- *Planning Items reviewed: 22*
- *Number of Preliminary Lots: 5*
- *Number of Final Lots: 16*
- *Number of New Lots Created: 7*
- *Fees Collected: \$ 1550.00*
- *Acres Subdivided: 15.633*
- *New Roads: 0 feet*
- *New Water Lines: 560 feet*
- *New Sewer Lines: 185 feet*

In other business, City Planner Kevin Dean discussed the upcoming review of the Subdivision Regulations. He asked Assistant City Clerk Baylee Rhea to send them to the Commissioners for their review. Commissioners were informed to make notes on any changes they would like to see in the new regulations or any questions they have about the current regulations that may need clarifying. Mr. Dean provided a timeline of his plan to update the Subdivision Regulations. He would like to review potential changes at the October meeting, present a draft for the November meeting, hold a Public Hearing in December, and have the new Subdivision Regulations voted on by Planning Commission in January.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Kevin Poore, to accept Staff Reports. The motion carried by the following vote:

Aye: 7 - Atchley, Tabor, Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Poore and Wood

Adjournment

A motion was made by Kevin Poore, seconded by Jerry Wood, to adjourn the meeting at 12:18 p.m. The motion carried unanimously.