

City of Crossville

*392 North Main Street
Crossville, Tennessee 38555*



Minutes

Thursday, November 20, 2025

12:00 PM

City Hall

Planning Commission

Public Hearing - Annexations

1. Public Hearing - Annexations

A Public Hearing is required regarding the annexations for TMP 112L E 007.00 (Canary Drive), TMP 112D I 010.00 (Tulip Drive), TMP 126H C 010.00 (Jada Drive). Mayor Crawford called the meeting to order at 12:00 p.m.

Mayor Crawford asked those in attendance if there were any comments regarding the property being annexed.

Seeing none, Crossville Regional Planning Commission moved in to their Regular Meeting and adjourned the Public Hearing.

Present 7 - Gordon Atchley, Mayor R.J. Crawford, Landon Headrick, Vice Chair Kevin Poore, James Mayberry, Rob Harrison, and Jerry Wood

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on November 20, 2025 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 12:03 p.m.

Roll Call

Present 8 - Gordon Atchley, Greg Tabor, Mayor R.J. Crawford, Landon Headrick, Vice Chair Kevin Poore, James Mayberry, Rob Harrison, and Jerry Wood

Others present were City Manager Valerie Hale, Bailey Walker, Kevin Dean, Ethan Hadley, Steven Lindberg, and Mike Moser.

Public Comment

There were no comments made.

Agenda Items

1. Approval of minutes (PC 10/16)

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

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

2. Chuck Palmer Building - Site Plan

The property owner has proposed a new 6,000 square foot building to be constructed on the rear portion of their existing property located off Livingston Road. This development will utilize the current site access, new driveway is not required, and all necessary utilities will be tied into the existing private lines already available on the property. A small storm water structure is proposed to the rear of the proposed building.

A motion was made by James Mayberry, seconded by Jerry Wood, to approve site plan contingent upon any required storm water permits. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

3. Tru by Hilton (hotel) - Site Plan

The developers have proposed a new hotel at the corner of Peavine Road and Turner Cemetery Road. The new hotel will be a Tru by Hilton. It is proposed to be 4 stories tall reaching a height of just under 50 feet, and will consist of 98 guest rooms. They have one proposed driveway connecting to Peavine Road with a new water and sewer connection. The development will have an underground stormwater detention system.

A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to approve the site plan contingent upon TDOT driveway permits and any required storm water permits. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

4. 119 Our Way Loop (The Gardens) - Setback Variance

The property owner at 119 Our Way Loop, located within The Gardens development, has requested a 5 foot setback variance to accommodate a new garage addition. While the initial request cited a 4 foot variance, the necessary adjustment was determined after factoring in the overhang of the proposed garage structure. In the area of The Gardens where his lot is located, the front setback is 20 feet. Granting this variance will reduce that front setback to 15 feet. The property owner has permission from The Gardens HOA/POA, as well as his adjacent property owner, which shares the zero lot line common property boundary. The property owner has already been in contact with the City Utility Maintenance Department to coordinate the relocation of his grinder pump and ensured that utilities are not located in the area in which they have proposed the addition.

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

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

5. The Gardens Phase 8-4 Cul-de-sac - Financial Guarantee extension

The developer of The Gardens has requested an extension of the financial guarantee for the cul-de-sac located at the end of Phase VIII-4. They have increased the amount by the required 10% and requested to extend the agreement by another 12 months.

The new letter of credit is in the amount of \$21,219.00

A motion was made by Vice Chair Kevin Poore, seconded by James Mayberry, to release the existing financial guarantee in the amount of \$19,290.00. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to accept the new financial guarantee in the amount of \$21,219.00. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

6.

Homestead Junction - Financial Guarantee Extensions

The developer of Homestead Junction has requested to extend their financial guarantees for the roads and cul-de-sac for their development. There are two separate escrow accounts for the development. They have increased the amount of the escrows by the required 10% and have submitted two new agreements. The amount in escrow should be no less than \$27,117.20 for the roads, grading, base stone, and paving and no less than \$30,032.20 for the temporary cul-de-sac.

Rob Harrison has recused himself from voting due to conflict of interest.

A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to accept a new agreement for Homestead Junction roads, grading, base stone, and paving in the amount of \$27,117.20. The motion carried by the following vote:

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

Recuse: 1 - Harrison

A motion was made by Vice Chair Kevin Poore, seconded by James Mayberry, to accept a new agreement for Homestead Junction temporary cul-de-sac in the amount of \$30,032.20. The motion carried by the following vote:

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

Recuse: 1 - Harrison

7.

31 Canary Drive TMP 112L E 007.00 Annexation - Plan of Service

Staff has presented the Plan of Service for the annexation of 31 Canary Drive to the Planning Commission for recommendation to the City Council. The Plan of Service included the extension of a 2-inch low pressure sewer line by 500 feet and does include approximately 380 feet of Canary Drive. The cost to extend the low-pressure sewer line is the responsibility of the property owner and must be paid within 12 months of annexation. The material cost is \$1,485.19.

A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to recommend approval of the Plan of Services to the Crossville City Council. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

8. 226 Tulip Drive TMP 112D I 010.00 Annexation - Plan of Service

Staff has presented the Plan of Service for the annexation of 226 Tulip Drive to the Planning Commission for recommendation to the City Council. This is a standard Plan of Service, with the addition of a 580 feet low pressure sewer extension to the property. The material cost of \$6,293.56 for the sewer extension must be paid by the property being annexed within 12 months of annexation. There are no roads included in the annexed area.

A motion was made by James Mayberry, seconded by Jerry Wood, to recommend approval of the Plan of Services to the Crossville City Council. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

9. 344 Jada Drive TMP 126H C 010.00 Annexation - Plan of Service

Staff has presented the Plan of Services for the annexation of 344 Jada Drive to the Planning Commission for recommendation to the City Council. This is a standard Plan of Services with the addition of a low pressure line extension of 1,040 feet. The material cost of \$7,965.66 for the extension must be paid by the property owner within 12 months of annexation. This annexation will also include approximately 760 feet of a state road, Pigeon Ridge, and 265 feet of a county road, Jada Drive.

A motion was made by James Mayberry, seconded by Vice Chair Kevin Poore, to recommend approval of the Plan of Services to the Crossville City Council. The motion carried by the following vote:

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

10. Staff Reports & Other Business

- *In House Plats (In Progress)*
- o *None*

- *In House Plats (Completed)*
- o *Obed Riving Landing Phase One, simple two lot subdivision at the corner of Highway 127 and Chuckles Parkway, has been recorded as Plat Book 13 page 24.*
- o *Danny Brown Property, simple two lot division along POW Camp Road., recorded as Plat Book 13 page 30.*
- o *40 Racquet Club Lane, a lot combination at the intersection of Deer Creek Drive and Racquet Club Lane, recorded as Plat Book 13 page 31.*

- *Regular Plats (In Progress)*
- o *Still no resubmittal of the Oakland Farm (Swallows property) subdivision.*

- *Regular Plats (Completed)*
- o *LKM Weigel's Peavine, a simple lot combination at the corner of Peavine Road and Chestnut Hill Road, recorded as Plat Book 13 page 25.*

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

Monthly Planning Report: July 1, 2025 to November 14, 2025

- *Planning Items reviewed: 30*
- *Number of Preliminary Lots: 418*
- *Number of Final Lots: 25*
- *Number of New Lots Created: 0*
- *Fees Collected: \$2,150.00*
- *Acres Subdivided: 40.964*
- *New Roads: 0 feet*
- *New Water Lines: 0 feet*
- *New Sewer Lines: 215 feet*

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

Aye: 7 - Atchley, Mayor Crawford, Headrick, Vice Chair Poore, Mayberry, Harrison and Wood

Adjournment

A motion was made by James Mayberry at 12:13 p.m., seconded by Rob Harrison, to adjourn the meeting. The motion carried unanimously.