

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Thursday, July 19, 2018

12:00 PM

City Hall

**Planning Commission**

**Regular Meeting**

**Call to Order**

*Secretary Rob Harrison called the meeting to order at 12:02 p.m.*

**Present** 4 - Gordon Atchley, Rob Harrison, Mayor James Mayberry, and Council Member Pamala Harris

**Absent** 3 - Kevin Poore, Greg Tabor, and Chairman Mike Moser

*Others present: Greg Wood, Tom Hudson, Darrell Hall, Kevin Dean, and Malena Fisher*

**Agenda Items**

**1.** Approval of 6/21 minutes

**Motion made by Gordon Atchley, seconded by Mayor James Mayberry, to approve the June 21 minutes. Motion carried by the following vote:**

**Aye:** 4 - Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 3 - Poore, Tabor and Chairman Moser

*Vice-chairman Kevin Poore arrived at 12:04 p.m.*

**2.** Brookheart Subdivision - Preliminary

*Mr. Hopper is proposing a 10 lot subdivision at the corner of South Old Mail Road and Coon Hollow Road. There are existing roads and water. The existing water lines are 4 inch along Coon Hollow Road and a 2 inch along South Old Mail. Both right-of-ways for Coon Hollow and S. Old Mail are only 40 feet. The developer is donating the required 5 feet for their "half" of the required right-of-way. The developer is not proposing any fire hydrants.*

*Planning Staff has consulted with the Engineering Dept. and Utility Dept. in regard to the size of the existing water lines. The Engineering Dept. has requested the developer provide the City of Crossville with a letter, stating that they have had an engineer to conduct an evaluation of the existing waterline sizes and flows, to ensure that they are adequate to handle the increase in structure count. The engineering firm hired has contacted the city, who performed a flow test on the line and provided them with the data, and provided a letter stating that the flow was more than adequate to handle the new subdivision. The recommendation from the Engineering Dept. and Utility Dept. based on the number of houses and usage, are recommending that the existing line sizes remain and the developer is not required to install or upgrade the lines to 6 inch size. In Article III section E subset 3c states, "Within subdivisions all water mains*

*shall be of minimum six (6) inches in diameter unless approved otherwise by the planning commission upon the Utility Company's recommendation." Since the line sizes are less than 6 inches in diameter, fire hydrants cannot be installed. Staff recommends approval of the preliminary plat.*

*Mr. Wood and Kevin Poore asked about future growth in the area and the possible need for larger lines. Future growth would be further south and would not be affected by the water lines in this area.*

**Motion was made by Mayor James Mayberry, seconded by Councilmember Pamala Harris, to approve the preliminary plat. Motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser

### 3. LeeJune Street ROW Closing

*The property owners along the portion of unimproved ROW near LeeJune street have had the area surveyed and come to an agreement on how it is to be split. Mr. Cooper and Dr. Hooie had an agreement to allow Mr. Cooper to obtain all of the other portion in the area, a 22 foot wide unimproved ROW between their properties.*

*Staff recommends the closure of the ROW between Dr. Hooie's and Mr. Cooper's and the ROW between Mr. Cooper's and Les Sherrill's as agreed upon by the property owners, that both be attached to the respective adjacent properties, and that this recommendation be forwarded to the City Council for the August meeting.*

**A motion was made by Rob Harrison, seconded by Council Member Pamala Harris, that this ROW closure as agreed upon by the property owners be recommended for approval to City Council. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser

### 4. Dogwood and Webb Ave ROW Closure Request

*A property owner on Webb Ave requested the ROW in the area to be closed. Staff sent out letters to all adjoining property owners. All property owners that contacted the city voiced their opinion in favor of the closure and wanted their share, with the exception of one. One property owner is currently using the unimproved ROW and has a rental house that has only it as access. He also stated his desire to subdivide the property into two lots. If he does, then the alleyway would be the only access to one of the properties.*

*City staff consulted the city attorney in regard to the existing use of the ROW and the potential pending subdivision. The attorney's opinion was, "I would advise against closing the alleyway as the property owner on the back side now has a vested interest in the public ingress and egress and a history of using the alleyway." Based on the recommendation of the City Attorney, staff recommends denial for the request of closure of the full ROW. City Manager Greg Wood asked if the remaining unused portion could be closed. If the property owners agree and obtain a survey to properly allocate the property, closure of the unused portion of the ROW would be*

*recommended.*

**A motion was made by Rob Harrison, seconded by Mayor James Mayberry, to recommend to City Council denial of the request to close the full ROW. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser

**A motion was made by Rob Harrison, seconded by Mayor James Mayberry, to recommend the closure of the unused portion of ROW and to contact the property owners recommending they retain a survey for the unused portion of ROW to be properly divided. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser

**5. TCAT and Cumberland Good Samaritans Right-Of-Way Closure**

*TCAT has requested the unimproved alleyway between two properties along Miller Avenue be closed for a future expansion project. The other property owner that would be affected is Cumberland Good Samaritans. The property owners have been contacted and no opposition has been received by the city staff.*

*Staff recommends closing the unimproved ROW by standard method, which would be dividing the alleyway down the middle with each half being joined to the adjacent property.*

**A motion was made by Rob Harrison, seconded by Council Member Pamala Harris, to approve the request for the ROW closure and forward the recommendation to the City Council. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser

**6. Education and Training on City Telecommunication Ordinance**

*Under the new City ordinance, the Planning Commission must review all upgrades, changes, and new construction of cellphone towers and devices.*

*A power point training was provided at the meeting by City Planner Kevin Dean.*

**7. Livingston Rd Cell Tower Upgrade Review**

*US Cellular is proposing an upgrade to an existing tower on Livingston Rd. They will be removing the existing 3 antennas and upgrading them with 3 new antennas. Also, they will do wiring upgrades and equipment upgrades in the existing support building located on the property.*

*A copy of their proposed work is available in the Codes Department.*

**A motion was made by Rob Harrison, seconded by Council Member Pamala Harris, to approve the Upgrade. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser

**8.** Education and Training - US Postal Service Review

*New Federal guidelines are in place regarding mail delivery for new developments. A power point presentation was provided by City Planner Kevin Dean on the Developer and Builder's Guide provided by the USPS after the meeting adjourned .*

**9.** Staff Reports & other Business - Kevin Dean, Local Planner

- *In House Plats (In Progress)*
  - o *Working with a developer on a 2 lot subdivision off Tennessee Ave. Plat has not been officially submitted.*
  
- *In House Plats (Completed)*
  - o *None*
  
- *Regular Plats (In Progress)*
  - o *Panther Valley Phase 2 - At the time of the agenda creation, staff has still not received the required financial guarantee for the completion of the roads.*
  
- *Regular Plats (Completed)*
  - o *Hedgecoth Subdivision has been recorded with the Register of Deeds office as Plat Book 12 page 110. A copy is on file in the Planning Office.*
  
- *Other*
  - o *2017/2018 End of the Year Planning Report will be presented at the Aug. meeting.*

*Monthly Planning Report: July 1, 2018 to July 12, 2018*

- *Planning Items reviewed: 2*
- *Number of Preliminary Lots: 10*
- *Number of Final Lots: 0*
- *Number of New Lots Created: 0*
- *Fees Collected: \$200.00*
- *Acres Subdivided: 0*
- *New Roads: 0 feet*
- *New Water Lines: 0 feet*
- *New Sewer Lines: 0 feet*

### **Adjournment**

**A motion was made by Rob Harrison, seconded by Mayor James Mayberry, that this meeting be adjourned. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Harrison, Mayor Mayberry and Council Member Harris

**Absent:** 2 - Tabor and Chairman Moser