



City of Crossville

392 N. Main
Crossville, TN 38555

Minutes

Planning Commission

City Hall

Thursday, January 20, 2022

12:00 PM

Regular Meeting

Call to Order

Chairman Mike Moser called the meeting to order at 12:02 p.m.

Present 5 - Vice Chair Kevin Poore, Gordon Atchley, Council Member Rob Harrison, Greg Tabor, and Chairman Mike Moser

Absent 2 - Mayor James Mayberry, and Landon Headrick

Also present were Matt Wilson, City Manager Greg Wood, City Planner Kevin Dean and Malena Fisher.

Agenda Items

1. Approval of 12/16 minutes
A motion was made by Gordon Atchley, seconded by Vice Chair Kevin Poore, to approve the minutes of the December 16 meeting. The motion carried by the following vote:
Aye: 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser
Absent: 2 - Mayor Mayberry and Headrick
2. Financial Guarantee Swap for Maple Glen Phase 2 Temporary cul-de-sac
At the October 21, 2021, the Planning Commission accepted a 12-month extension to the financial guarantee for a temporary cul-de-sac in Maple Glen Phase 2, in the form of a cashier's check. It was discussed that the developer, Habitat for Humanity, would be coming back to switch the financial guarantee from the cashier's check to a letter of credit. The letter of credit was associated with a CD and the bank would not issue a new one until the CD matured. The developer is now presenting a letter of credit to replace the cashier's check. Staff recommends the release of the cashier's check and the acceptance of the new financial guarantee, in the form of a letter of credit. By releasing the cashier's check, the City will need to issue a check to the developer, because all checks written to the City must be deposited and not retained.

A motion was made by Vice Chair Kevin Poore, seconded by Greg Tabor, to release the existing financial guarantee and accept the new one. The motion carried by the following vote:

Aye: 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Headrick

3.

Setback Variances, The Gardens Parcel 99C C 31.00

The property is at the intersection of Red Oak Drive and Holly Tree Drive. The owner is requesting a 4-foot setback variance from Red Oak Drive to allow for porte-cochere to be constructed along a circle driveway that will run from Red Oak to Holly Tree. An additional 2-foot setback variance is requested on the rear of the lot, to allow a set of stairs coming off the back deck. That section is adjacent to a common ground/open space. Staff recommends approval of both variances. The setback off Red Oak Drive should not create a safety concern with any line-of-sight issues. The variance off the rear is for a set of stairs that is being required by the Codes Dept. and with it being a non-buildable lot, there shouldn't ever be a structure built behind the property that would create a fire hazard. Plus, in the current phases of The Gardens, they are only putting a 6-foot setback along common ground, which was approved by the Planning Commission.

A motion was made by Vice Chair Kevin Poore, seconded by Greg Tabor, to approve the two setback variances. The motion carried by the following vote:

Aye: 5 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor and Chairman Moser

Absent: 2 - Mayor Mayberry and Headrick

Landon Headrick arrived at 12:06 p.m.

Present 6 - Vice Chair Kevin Poore, Gordon Atchley, Council Member Rob Harrison, Greg Tabor, Chairman Mike Moser, and Landon Headrick

Absent 1 - Mayor James Mayberry

4.

Staff Reports and Other Business

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

- *In House Plats (Completed)*
 - o *Goose Pointe Lot 13 & 14 Combination, joining of two lots into one along Goose Pointe in the Deer Creek Subdivision, recorded as Plat Book 12 page 381*

- *Regular Plats (In Progress)*
 - o *Working with the HOA/POA on a single lot with possible variances in the Homestead Place Subdivision*

- *Regular Plats (Completed)*
 - o *Brookheart Subdivision has been recorded as Plat Book 12 page 382*
 - o *Lou Morrison - Thompson Lane has been recorded as Plat Book 12 page 383*

- *Other*
 - o *Corrections and suggested changes to the Site Plan Review and Multifamily/Cluster Housing ordinances per Planning Commission have been made and they have been forwarded to the City Attorney for review.*

Monthly Planning Report: July 1, 2021 to Jan 13, 2022

- Planning Items reviewed: 21
- Number of Preliminary Lots: 21
- Number of Final Lots: 74
- Number of New Lots Created: 60
- Fees Collected: \$2,250
- Acres Subdivided: 80.273
- New Roads: 1241 feet
- New Water Lines: 1282 feet
- New Sewer Lines: 2103 feet

The City Attorney reviewed the proposed site plan review ordinance and the multi-family/cluster housing ordinance and had no advised changes. Planning Commission members were given the drafts of the ordinances and asked to bring any proposed changes to Staff before the next meeting.

A motion was made by Vice Chair Kevin Poore, seconded by Greg Tabor, to approve staff reports as presented. The motion carried by the following vote:

Aye: 6 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor, Chairman Moser and Headrick

Absent: 1 - Mayor Mayberry

Adjournment

A motion was made by Vice Chair Kevin Poore, seconded by Greg Tabor, to adjourn The motion carried by the following vote:

Aye: 6 - Vice Chair Poore, Atchley, Council Member Harrison, Tabor, Chairman Moser and Headrick

Absent: 1 - Mayor Mayberry

The meeting was adjourned at 12:09 p.m.

Mike Moser, Chairman

Date

Rob Harrison, Secretary

Date