

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Thursday, December 19, 2024

12:00 PM

City Hall

Planning Commission

Regular Meeting

Call to Order

The Crossville Regional Planning Commission met for its monthly meeting on December 19, 2024 at Crossville City Hall. Mayor RJ Crawford was present and presiding. He called the meeting to order at 12:00 p.m.

Roll Call

- Present** 5 - Gordon Atchley, Mayor R.J. Crawford, Landon Headrick, Jerry Wood, and James Mayberry
- Absent** 2 - Vice Chair Kevin Poore, and Rob Harrison

Others present were Kevin Dean, Bailey Walker, and Brian Melling.

Public Comment

There were no comments made.

Mayor Pro-tem Rob Harrison joins the meeting at 12:01 p.m.

- Present** 7 - Gordon Atchley, Greg Tabor, Mayor R.J. Crawford, Landon Headrick, Jerry Wood, James Mayberry, and Rob Harrison
- Absent** 1 - Vice Chair Kevin Poore

Agenda Items

1. Approval of minutes (11/21)

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

Aye: 6 - Atchley, Mayor Crawford, Headrick, Wood, Mayberry and Harrison

Absent: 1 - Vice Chair Poore

2. Blueberry Ridge cluster housing - Site Plan

The property owner/developer has proposed 19 new single family rental homes off Genesis Road. The proposed development will include a new private drive to be constructed off the existing private Blueberry Ridge Road. A new 1,500 foot private 6-inch water line will service the development and have two private fire hydrants. The new 6-inch water line will be on a master meter located at Genesis Road. A small

section of private sewer will connect to an existing public sewer system that is located on the property. Each new building is approximately 2,500 square feet. There are two storm water detention areas proposed for the site.

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

Aye: 6 - Atchley, Mayor Crawford, Headrick, Wood, Mayberry and Harrison

Absent: 1 - Vice Chair Poore

3. Election of Officers for 2025

- *Election for:*
- o *Chairman*
- o *Vice Chairman*
- o *Secretary*

Officers will begin serving their position starting at the January 2025 Planning Commission Meeting.

A motion was made by Mayor R.J. Crawford, seconded by Jerry Wood, to elect Mayor R.J. Crawford as Chairman. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Headrick, Wood, Mayberry and Harrison

Absent: 1 - Vice Chair Poore

A motion was made by Mayor R.J. Crawford, seconded by Gordon Atchley, to elect Kevin Poore as Vice Chairman. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Headrick, Wood, Mayberry and Harrison

Absent: 1 - Vice Chair Poore

A motion was made by Mayor R.J. Crawford, seconded by Jerry Wood, to elect Mayor Pro-tem Rob Harrison as Secretary. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Headrick, Wood, Mayberry and Harrison

Absent: 1 - Vice Chair Poore

4. Staff Reports & Other Business

Staff Reports & Other Business

- *In House Plats (In Progress)*
- o *Wattenbarger Subdivision, small subdivision of 3 lots off Wells Road.*
- *In House Plats (Completed)*
- o *None*
- *Regular Plats (In Progress)*
- o *None*

- *Regular Plats (Completed)*
 - o *None*
- *Site Plans (In Progress)*
 - o *Triplex Housing Unit has been submitted, but then rescinded due to their engineering not being able to make the corrections needed in time for agenda creation. They plan on resubmitting sometime after the new year.*

- *Other*
 - o *Ethics forms will be due in February 2025. The Planning Administrative Assistant and/or City Clerk will provide a link or form for all Planning Commissioners to fill out and submit.*

Monthly Planning Report: July 1, 2024 to December 12, 2024

- *Planning Items reviewed: 24*
- *Number of Preliminary Lots: 65*
- *Number of Final Lots: 45*
- *Number of New Lots Created: 34*
- *Fees Collected: \$1,700.00*
- *Acres Subdivided: 42.36*
- *New Roads: 740 feet*
- *New Water Lines: 920 feet*
- *New Sewer Lines: 920 feet*

A motion was made by Mayor Gordon Atchley, seconded by Jerry Wood, to accept staff reports as presented. The motion carried by the following vote:

Aye: 6 - Atchley, Mayor Crawford, Headrick, Wood, Mayberry and Harrison

Absent: 1 - Vice Chair Poore

Adjournment

A motion was made by James Mayberry at 12:09 p.m., seconded by Jerry Wood to adjourn. The motion carried unanimously