

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Thursday, February 16, 2023

12:00 PM

City Hall

**Planning Commission**

### Regular Meeting

#### Call to Order

*The Crossville Regional Planning Commission met for its monthly meeting on February 16, 2023 at Crossville City Hall. Vice Chairman Kevin Poore was present and presiding. He called the meeting to order at 12:01 p.m.*

#### Rollcall

- Present** 7 - Kevin Poore, Gordon Atchley, Gordon Atchley, Greg Tabor, Landon Headrick, Landon Headrick, and Mayor Pro-tem Rob Harrison
- Absent** 2 - Chairman Mike Moser, and Mayor R.J. Crawford

*Others present were City Manager Greg Wood, Kevin Dean, and Baylee Rhea.*

#### Agenda Items

**1.** Approval of minutes for 1/19 and 2/1

**A motion was made by Gordon Atchley, seconded by Greg Tabor, to approve the minutes from January 19 and February 1, 2023. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

**2.** Low Pressure Sewer Mainline Extension - East Ridge Drive

*The property owner of 3 lots along East Ridge Drive, located off Cook Road, is requesting a sewer mainline extension. Due to the topography and suspected rock, City staff is suggesting a low-pressure line to be installed instead of gravity. The extension would be approximately 520 feet and have an estimated cost of \$14,150.29. The property owner is wishing to have the line installed himself. Since the mainline extension will serve multiple properties within the City, 100% of the cost of the extension is covered by the property owner(s). Per the City's ordinance for mainline extension, a financial guarantee in the estimated amount is to be provided to the city. There will also be a Commercial Sewer Tap Fee that will be required in the amount of \$1,250.00.*

*The Planning Commission acts in an advisory role for utility mainline extensions. The final approval or denial is made by City Council.*

**A motion was made by Mayor Pro-tem Rob Harrison, seconded by Landon Headrick, to recommend approval of the sewer mainline extension. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

**3. VEC Site Plan**

*Volunteer Energy Cooperative is proposing a new 49 x 49-foot building to be constructed behind the existing office on O'Brien Drive. A new driveway will not be needed to the public street. There will be new water and sewer connections.*

**A motion was made by Gordon Atchley, seconded by Greg Tabor, to approve the site plan. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

**4. Car Fix Warehouse West Ave and Bilbrey - Site Plan**

*The owners of Car Fix, on West Ave, are proposing a new 150x50 foot building. The new structure will be located on the parcel behind their current building. There will be a new water and sewer connection and the building may have a new driveway connection to Bilbrey Street.*

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

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

**5. Car Fix Service Center, N. Main Street - Site Plan**

*The owners of Car Fix are proposing a new service center located on N. Main Street. The owners are planning to use the existing driveway to HWY 127. There will be new water and sewer connections.*

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

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

**6. Public Works Utility Maintenance Storage Shed - Variance Request**

*The City's Public Works Utility Maintenance Department is wishing to construct a new storage shed along the northern edge of the City's property that fronts on Maryetta Street. The setback from Maryetta Street is 30 feet. They are asking for a setback variance of 20 feet, reducing the setback from Maryetta Street to 10 feet. This is within the fenced in area of the Public Works complex and even with a 10-foot setback the building would still be over 30 feet from the existing road.*

**A motion was made by Mayor Pro-tem Rob Harrison, seconded by Gordon Atchley, to approve the variance. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

7. Public Works Utility Maintenance Storage Shed - Site Plan

*The Utility Maintenance Department for the City of Crossville is proposing a storage shed on the northern edge of their property along Maryetta Street. The proposed shed is 36x100 feet with an open side facing the southern direction. New utility connections and a new driveway is not needed. The proposed shed is within the fenced in area of the Public Works complex.*

**A motion was made by Greg Tabor, seconded by Gordon Atchley, to approve the site plan. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

8. Jan’s Wine & Liquor New Building, West Ave and Central - Variance Request

*Jan’s Wine & Liquor is proposing a new building located at the corner of West Avenue and Central Avenue. It is located next door to the Farm Bureau office. The setback from West Avenue is 50 feet. They are requesting a variable setback variance of 40 feet to 20 feet. This setback is similar to one granted to the new Farm Bureau office next door.*

**A motion was made by Landon Headrick, seconded by Greg Tabor, to approve the variance. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

9. Jan’s Wine & Liquor New Building, West Avenue and Central - Site Plan

*Jan’s Wine & Liquor is proposing a new building located at the corner of West Avenue and Central Avenue, next door to Farm Bureau. New utility connections are proposed as well as a new wide driveway access along Central Avenue. An inlet catch basin is proposed due to the width of the driveway being greater than 40 feet. There is an existing ingress/egress driveway that crosses the site for Farm Bureau.*

**A motion was made by Greg Tabor, seconded by Landon Headrick, to approve the site plan. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

10. Staff Reports & Other Business, Local Planner

*In House Plats (In Progress)*

- o *Simple 2 lot subdivision near McDonald's area along HWY 127 N.*

· *In House Plats (Completed)*

- o *None*

· *Regular Plats (In Progress)*

- o *MCD/Lowe's Out Parcel 1 lot subdivision, this will require a variance and should be*

*on next month's Planning Commission meeting*

- *Regular Plats (Completed)*
  - o *Atkins Pigeon Ridge Road, recorded as Deed Book 1663 page 2123*
  - o *Medley Property Ivey Road, recorded as Plat Book 12 page 512*
- *Other*
  - o *Request for the waiver of the Special Call fee of \$100 in relation to the Special Call that was held on February 1, 2023 for the Ramey Road Sewer Line Extension.*

*Monthly Planning Report: July 1, 2022 to February 10, 2023*

- *Planning Items reviewed: 52*
- *Number of Preliminary Lots: 15*
- *Number of Final Lots: 45*
- *Number of New Lots Created: 10*
- *Fees Collected: \$3650*
- *Acres Subdivided: 52.307*
- *New Roads: 100 feet*
- *New Water Lines: 0 feet*
- *New Sewer Lines: 0 feet*

**A motion was made by Greg Tabor, seconded by Mayor Pro-tem Rob Harrison, to waive the Special Call fee. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

**A motion was made by Mayor Pro-tem Rob Harrison, seconded by Greg Tabor, to accept the staff reports. The motion carried by the following vote:**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford

### **Adjournment**

**A motion was made by Gordon Atchley, seconded by Mayor Pro-tem Rob Harrison, to adjourn the meeting at 12:22 p.m. The motion carried with a unanimous vote.**

**Aye:** 5 - Poore, Atchley, Tabor, Headrick and Mayor Pro-tem Harrison

**Absent:** 2 - Chairman Moser and Mayor Crawford