

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Thursday, October 19, 2023

12:00 PM

City Hall

**Planning Commission**

**Regular Meeting**

*The Crossville Regional Planning Commission met for its monthly meeting on October 19, 2023 at Crossville City Hall. Secretary Rob Harrison was present and presiding. He called the meeting to order at 12:03 p.m.*

**Call to Order**

**Present** 4 - Mayor R.J. Crawford, Mayor Pro-tem Rob Harrison, Landon Headrick, and Jerry Wood

**Absent** 3 - Gordon Atchley, Greg Tabor, and Kevin Poore

*Others present were City Manager Greg Wood, City Planner Kevin Dean, Baylee Rhea, Katie Ross, Tina Isham Jones, Spencer Walton, Chris Sexton, John Kriscnanits, Roger Breeding, and Sherrie Tippon.*

**Public Comment**

*No comments were received.*

**Agenda Items**

**1.** Approval of minutes (9/21)

**A motion was made by Jerry Wood, seconded by Mayor R.J. Crawford, to approve the minutes. The motion carried by the following vote:**

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Absent:** 3 - Atchley, Tabor and Poore

**2.** Martha W. Selby Division

*The property owners along Birchwood Drive are increasing their lots by subdividing a parcel behind them and adding it to their lots. Tract A, C, and D all have existing houses with working septic systems on them. Tract B does not have an existing system or house. They are requesting a variance for new soils testing for tracts A, C, and D, based on existing systems and the lots increasing in size. Tract B has a certificate from TDEC for new soils and a new system. Water and roads are existing.*

**A motion was made by Mayor R.J. Crawford, seconded by Jerry Wood, to approve the variance. The motion carried by the following vote:**

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Absent:** 3 - Atchley, Tabor and Poore

Quick Index Item

**A motion was made by Mayor R.J. Crawford, seconded by Jerry Wood, to approve the final plat. The motion carried by the following vote:**

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Absent:** 3 - Atchley, Tabor and Poore

**3. Indoor / Outdoor Dog Park and Bar - Site Plan**

*The developer is proposing a 1,900 square foot structure located between Old Lantana Road and Lantana Road. The business will front Old Lantana Road with an open driveway and utility connections. The proposed site will be an indoor/outdoor dog park and bar.*

**A motion was made by Mayor R.J. Crawford, seconded by Landon Headrick, to approve the site plan. The motion carried by the following vote:**

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Absent:** 3 - Atchley, Tabor and Poore

**4. Hickory Hill Cluster Housing - site plan**

*The developer is proposing 4 additional single-family structures to their existing housing development. There are currently 6 structures located at the rear of the property. The proposed new structures will be closer to Webb Avenue. The new structures will tie to existing utilities and utilize the existing driveway and turnaround area.*

**A motion was made by Jerry Wood, seconded by Mayor R.J. Crawford, to approve the site plan. The motion carried by the following vote:**

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Absent:** 3 - Atchley, Tabor and Poore

**5. Nature's Way Main Water Line Extension Request**

*The owner of the Oak Trace Subdivision is requesting a main line water extension into the existing subdivision. The plat was approved by the County in 2000. At the time of approval, no utilities were approved or proposed into the subdivision. The road itself has been approved as a county road. Per the requirements of the mainline utility extension ordinance, the owner would be responsibly for 100% of the cost of the extension and installation. A cost estimate was created by the City of \$280,500.00. A financial guarantee in that amount, plus 10% must be provided to the City after city council approves the extension. This extension will be approximately 6,300 feet of 6 inch water line with 39 service connections and will include 3 fire hydrants.*

**A motion was made by Mayor R.J. Crawford, seconded by Jerry Wood, to recommend approval to Council for the water main line extension, subject to state approved water plans and the submission of the financial guarantee. The motion carried by the following vote:**

*Vice Chairman Kevin Poore entered the meeting at 12:13 p.m. Secretary Harrison*

asked Vice Chairman Poore to continue the meeting acting as Chairman.

6. Staff Reports

- In House Plats (In Progress)
  - o George Haynes, simple lot combination. This plat has been reviewed and approved. Waiting on the owner to come sign the plat so it may be recorded.
  - o Medical Square Amendment, a simple lot division and addition to an existing lot. This plat has been reviewed and approved. Waiting on the owner to come sign the plat so it may be recorded.
  - o
- In House Plats (Completed)
  - o Cotton Patch Division III, plat has been recorded as Plat Book 12 page 602.
- Regular Plats (In Progress)
  - o None
- Regular Plats (Completed)
  - o Panther - Stone Division, plat has been recorded as Plat Book 12 page 601.
- Other
  - o .....

Monthly Planning Report: July 1, 2023 to Oct 13, 2023

- Planning Items reviewed: 26
- Number of Preliminary Lots: 5
- Number of Final Lots: 17
- Number of New Lots Created: 8
- Fees Collected: \$1600.00
- Acres Subdivided: 20.263
- New Roads: 0 feet
- New Water Lines: 560 feet
- New Sewer Lines: 185 feet

**A motion was made by Mayor Pro-tem Rob Harrison, seconded by Jerry Wood, to accept Staff Reports. The motion carried by the following vote:**

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Aye:** 4 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick and Wood

**Absent:** 3 - Atchley, Tabor and Poore

**Absent:** 3 - Atchley, Tabor and Poore

7. Discussion on proposed changes to the Subdivision Regulations

*City Planner Kevin Dean discussed changes, corrections, and possible updates to the City of Crossville Subdivision Regulations. He also provided a tentative timeline to Commissioners for meetings and a Public Hearing regarding the changes.*

**This item was received and filed.**

**Adjournment**

**A motion was made by Mayor R.J. Crawford, seconded by Kevin Poore, to adjourn the meeting at 1:25 p.m. The motion carried unanimously.**

**Aye:** 5 - Mayor Crawford, Mayor Pro-tem Harrison, Headrick, Poore and Wood

**Absent:** 2 - Atchley and Tabor