#### Crossville Regional Planning Commission March 20, 2014 12:00 p.m. City Hall Room 407

The Crossville Regional Planning Commission met on March 20, 2014 with the following members present: Chairman Dave Burgess, Kevin Poore, Councilman Marlow, Gordon Atchley, Mike Moser, and Rob Harrison. The only member absent was Mayor Graham. Others present were: Denise Cooper, Kim Chamberlain, Louis Tammaro, Robert Ross, Joe Miller, Street Superintendent, Valerie Hale, Assistant City Clerk; Tim Begley, City Engineer; and Kevin Dean, Local Planner.

The meeting was called to order by Chairman Dave Burgess.

#### **APPROVAL OF MINUTES OF REGULAR MEETING FEBRUARY 20, 2014**

A motion was made by Kevin Poore and seconded by Rob Harrison to approve the minutes as presented for the regular meeting February 20, 2014. Motion carried on voice vote. Mike Moser abstained due to his absence on February 20, 2014.

### SETBACK VARIANCE UPPER CUMBERLAND CREDIT UNION

Upper Cumberland Credit Union is requesting a "front" setback variance of 25 feet and "rear" setback variance of 15 feet on a piece of property located between Hwy 127S and Southbend Drive. With the 50 foot setback from the arterial road that is Hwy 127S and 30 foot setback from the local road that is Southbend Drive, the property is very limited on buildable space. It is also an elevated lot sitting above the ROW of Hwy 127S and above the ROW of Southbend Drive. Due to the unusual location of the property, being wedged in between a major arterial road and a local road, and the existing elevation change between the property and both roads, it is recommended to grant the setback variance requests. City staff has also reviewed the TDOT plans for the widening of HWY 127S and the variance request would not interfere with the project.

Mike Moser made a motion to approve the variance request. Motion was seconded by Rob Harrison and motion carried on voice vote.

#### STATE POLICY FOR EXISTING SUBSURFACE SEWER SYSTEMS

There have been several requests recently for variances for the State Environmentalist's signature for lots with existing septic systems. Currently, the County Planning Commission does not require a variance to be granted for an existing septic system. They do require a note to be added, that the existing system has not been evaluated.

The City staff feels that the requirement to look at each lot individually is important to help protect future property owners and that an amendment to the subdivision regulations is needed to indicate a note being added to the plat stating the following:

"This lot has not been evaluated, pursuant to this plat review, for an SSD system and plat approval does not constitute approval of this lot or the existing system."

Staff will prepare an amendment to the subdivision regulations, as well as a few other amendments and bring back to the planning commission for adoption.

#### TAMMARO PROPERTY SUBDIVISION VARIANCE REQUEST

The Tammaro Property subdivision would normally be classified as a simple plat and handled in house; however, the developer is seeking a variance for the requirement of the State Environmentalist's signature. The owner has shown the location of the field lines to the surveyor and the approximate location is shown on the plat.

After discussion about the current and future use of the property, a motion to approve the variance request subject to note about the septic system being placed on the plat was made by George Marlow. Motion was seconded by Gordon Atchley and carried on voice vote. Kevin Poore abstained as his firm has a conflict of interest.

#### UTILITY MAIN EXTENSION POLICY AND ORDINANCE REVIEW

Staff presented final draft of the utility main extension policy. There was a brief

discussion about private lines and clarification about letter of credit expirations. Rob Harrison made a motion to send to the City Attorney for review and then to Council for adoption. Motion was seconded by Kevin Poore and motion carried on voice vote.

### STAFF REPORTS-KEVIN DEAN

# In House Approvals In Progress, In Progress None

# In House Approvals, Completed

• Replat of Lots 3 & 4 Phase IV The Gardens, a simple resubdivision joining two lots into one. Plat was recorded as Plat Book 11, page 588 on 03/06/14. A copy of the recorded plat is on file in the planning office.

Completed Plats, None

# Letters of Credit, None

# <u>Other</u>

Joe Miller reported on the condition of Spruce Loop in reference to the annexation request in February (Map 112N-B-8.00). The culverts are in bad condition and the road is prone to flooding. He recommended upsizing the culverts and raising the road and estimated the cost to be approximately \$50,000 for materials only. Kevin made a motion to deny the annexation request due to the anticipated costs to the City for road improvements. Rob Harrison seconded the motion and motion carried on voice vote.

July 1, 2013 – March 13, 2014

July 1, 2015 March 15, 2011									
Total Number of Reviews	Number of Lots Prelim	Number of Lots Final	No of New Lots	Fee	Acres	Road Footage (City)	Water Footage (City)	Sewer Footage (City)	
12	0	11	6	\$700.00	18.023	1,565 ft.	0	0	

# **Other Business**

Robert Ross addressed the planning commission and voiced his concern over the lack of zoning in Crossville specifically in relation to the Northwest Connector. Councilman Marlow pointed out that the area he is concerned about is not within the City limits. Chairman Burgess suggested that he present his concerns and suggestions formally in writing to the planning commission. He will return with the letter in May 2014.

Mike Moser made a motion to adjourn. Rob Harrison seconded the motion and motion carried on voice vote.

Approved by Planning Commission:

Dave Burgess Chairman

Date

Robert Harrison	
Secretary	

Date