

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Thursday, November 18, 2021

12:00 PM

City Hall

Planning Commission

Regular Meeting

Chairman Mike Moser called the meeting to order at 12:05 p.m.

Call to Order

- Present** 4 - Vice Chair Kevin Poore, Council Member Rob Harrison, Chairman Mike Moser, and Landon Headrick
- Absent** 3 - Gordon Atchley, Greg Tabor, and Mayor James Mayberry

Others present were Darrell Hall, Robert Hawkins, City Manager Greg Wood, Kevin Dean and Malena Fisher.

Agenda Items

1. Approval of 10/21 minutes

A motion was made by Vice Chair Kevin Poore, seconded by Landon Headrick, to approve the minutes of the 10/21 meeting. The motion carried by the following vote:

Aye: 4 - Vice Chair Poore, Council Member Harrison, Chairman Moser and Headrick
Absent: 3 - Atchley, Tabor and Mayor Mayberry

2. ReSubmission of Brookheart Subdivision Preliminary Plat

This preliminary plat was submitted and approved by the Crossville Regional Planning Commission at the July 19, 2018 meeting. Since no work on the development has been done, the preliminary plat has expired. The owner/developer is resubmitting the preliminary plat for approval.

A motion was made by Council Member Rob Harrison, seconded by Vice Chair Kevin Poore, to approve the preliminary plat. The motion carried by the following vote:

Aye: 4 - Vice Chair Poore, Council Member Harrison, Chairman Moser and Headrick
Absent: 3 - Atchley, Tabor and Mayor Mayberry

3. Revision of Lots 309a & 310, Sherwood Farms

The property owners are conducting a property line shift between their adjoining parcels. The area of the shift is located on the front of the properties. Since our Subdivision Regulations require soils testing for any "subdivision" and does not give any leeway, they are requesting a variance to the required soils study. The approximate

locations of the field lines are shown on the plat.

A motion was made by Council Member Rob Harrison, seconded by Vice Chair Kevin Poore, to approve the plat and variance. The motion carried by the following vote:

Aye: 4 - Vice Chair Poore, Council Member Harrison, Chairman Moser and Headrick

Absent: 3 - Atchley, Tabor and Mayor Mayberry

5. Staff Reports and Other Business

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

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

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

- *Regular Plats (Completed)*
 - o *Both Haston Properties 1 & 2 have been recorded with the Register of Deeds as PL 12 page 360 and 361*

- *Other*
 - o *.....*

Monthly Planning Report: July 1, 2021 to Nov 15, 2021

- *Planning Items reviewed: 15*
- *Number of Preliminary Lots: 21*
- *Number of Final Lots: 55*
- *Number of New Lots Created: 48*
- *Fees Collected: \$1,850.00*
- *Acres Subdivided: 44.775*
- *New Roads: 1241 feet*
- *New Water Lines: 1282 feet*
- *New Sewer Lines: 1788 feet*

A motion was made by Vice Chair Kevin Poore, seconded by Council Member Rob Harrison, to approve Staff Reports as presented. The motion carried by the following vote:

Aye: 4 - Vice Chair Poore, Council Member Harrison, Chairman Moser and Headrick

Absent: 3 - Atchley, Tabor and Mayor Mayberry

The meeting recessed briefly and then reconvened.

4. Site Plan Ordinance Review

Planning staff presented a rough draft of a proposed site plan ordinance for Planning Commission members to review. The purpose and proposed definitions of commercial

and industrial developments and other terms were discussed. After reviewing and discussing the various components needed for an ordinance, primarily for "cluster housing," it was decided that Planning staff would draft a streamlined version of the site plan ordinance as well as one for cluster housing. Cluster housing is roughly three or more single family residential structures located on a single parcel. Presently, this type of development is not regulated under subdivision regulations, multi-family housing or the City's mobile home ordinance. The safety of such developments was discussed, including the need for access by emergency vehicles and school buses, as well as open space or recreational space. These issues will be addressed in a proposed ordinance. Staff will present two separate ordinances for review at the December meeting.

Vice-chair Kevin Poore left the meeting at 12:51 p.m.

Adjournment

A motion was made by Landon Headrick, seconded by Council Member Rob Harrison, to adjourn. The motion carried by the following vote:

Aye: 3 - Council Member Harrison, Chairman Moser and Headrick

Absent: 4 - Vice Chair Poore, Atchley, Tabor and Mayor Mayberry

The meeting adjourned at 1:02 p.m.