Crossville Regional Planning Commission
July 16, 2009
4:30 p.m.
City Hall

The Crossville Regional Planning Commission met in their regularly scheduled meeting on July 16, 2009 in the Conference Room of City Hall. Those members present were: Dave Burgess Chairman, Mike Moser Vice Chairman, Robert E. Harrison Secretary, France Cunningham, Earl Dean, and Mayor J. H. Graham. Others present were: Mr. Kelly Amber, Ted Meadows City Manager, Sandra Gruber Administrative Assistant, Kevin Dean Local Planner, Jonathan Ward State Planner and Mary Sue Tollett.

The meeting was called to order at 4:30 p.m. by Chairman Burgess.

APPROVAL OF MINUTES OF JUNE 18, 2009 MINUTES.

A motion was made by Frances Cunningham and seconded by Mike Moser to approve the minutes of the June 18, 2009 meeting as written and for inclusion into the permanent record book. Motion carried on voice vote.

APPROVAL OF PRELIMINARY PLAT FOR THE VILLAGE SECTION III-KELLEY AMBER, DEVELOPER.

This plat was represented by Mr. Amber. This is a 13 lot subdivision located to the rear of The Village Apartments on Village Lane off Genesis Road. This subdivision is taking place on 5.49 acres of land. It includes the installation of a new waterline and sewer line, as well as approximately 480 feet of new road. There is a wetland on the development, located on lot 4 of the property. Also, lot 13 is a flag lot that will be used as a multi-building property (apartments/storage structures). The developer is requesting a setback variance from the road frontage from 30 feet to 20 feet. Staff does recommend the approval of the plat, however can see no reason to grant the front setback variance other than to match the existing buildings (which a variance was granted at the March 15, 2007 meeting. With the exception of Lot 4, which the variance should be granted due to the reduced building area caused by the wetland and 25 foot buffer as required by the City's Stormwater Ordinance.

REQUIRED CORRECTIONS TO PLAT:

- Remove the signature blocks. They are not needed on a Preliminary Plat.
- Note stating the buffer for the "Temporary Settling Pond" is listed as a buffer reserved for wetlands, and this area would not be a wetland.
- Number of Lots listed in the title block is 12, when there are 13 lots.

PROPOSED VARIANCE:

- 10 foot front setback variance, bringing the required 30 feet to 20 feet. Reason for the request is purely aesthetic. (However, a variance was granted for the Village Section II on the 15th of March 2007.)

A motion was made by J. H. Graham and seconded by Robert E. Harrison to grant approval for this preliminary plat with the requested variance and all required corrections. Motion carried on roll call vote. Ayes (5) Burgess, Dean, Graham, Harrison and Mayberry. Abstain: (1) Cunningham, Absent (1) Mayberry

Note: Mrs. Cunningham abstained because she is employed by Mr. Amber.

STAFF REPORTS – KEVIN DEAN

In House Approval, In Progress

a. Consulted with 3 developers about possible upcoming developments.

b. Had 4 plats presented to the City Staff for review. All four plats were outside the Urban Growth Boundary of Crossville.

Completed Plats:

a. Re-subdivision of Town Plat of Crossville 71-74 has been recorded and a copy provided to the City. This is the L.P. Shanks building.

Other:

Urban Growth Boundary (UGB) Expansion Update
Sent over 900 letters to property owners, asking if they would like to be included in Crossville's Urban Growth Boundary.
Have an amendment pending to the Planned Growth Committee for an additional section to be added to the Crossville Urban Growth Boundary which will include properties along a corridor on HWY 70 N to "Bakers Crossroads" to the proposed location of the new elementary school.

The Planned Growth Committee will be meeting again on August 3rd.

LETTERS OF CREDIT

All are current and up to date. As a matter of record the Mayor wanted the minutes to reflect that all matters relative to the fire hydrant that was to be put in Eastview Subdivision have been taken care of and all matters have been documented. There is not further action to be taken with this letter of credit.

CONSIDER APPROVAL OF THE ANNUAL REPORT – JONATHAN WARD STATE PLANNER.

State Planner Jonathan Ward presented the Annual Report for the approval of the Crossville Regional planning Commission. A motion was made by Mike Moser and seconded by Frances Cunningham to approve the Annual Report with changes made to the term expiration date on Page 2 for Mr. Harrison. Motion carried on voice vote.

TRAINING FOR 2009

State Local Planner Jonathan Ward held a training session for the members present. This session was to begin to fulfill the 4 hours per year required training for Planning Commission members and 8 hours required by Staff. Mr. Ward covered the new Public Chapter acts for this fiscal year that have been passed by the legislature. Included in the training were: "Procedure on submission of plats and revision of time frame for approval or disapproval of plats by the municipal planning commission" TCA Title 13, Chapter 4, Part 3 "Posting of bonds prior to the final approval of a plat" TCA 13-3-403(b), "Partitioning of property by owners" Amends TCA Title 13, Chapter 3, Part 4.

Mr. Ward will continue to do training sessions during Crossville Regional Planning Commission meetings, in order to comply with the mandatory training of 4 hours for members.

There being no further business the meeting was adjourned at 5:11 p.m.
Motion to adjourn was made by Mike Moser and seconded by Frances Cunningham.

D. Burgess 9/19/09 — R. E. Harrison

Dave Burgess Date — Robert E. Harrison Date
Chairman — Secretary

Respectfully submitted

Sandra Gruber
Administrative Assistant