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Highlands Planning Department

Serving: Putnam County and the town of Monterey

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AGENDA

PUTNAM COUNTY REGIONAL PLANNING COMMISSION

NOVEMBER 10, 2026

The Putnam County Regional Planning Commission meeting will be November 10, 2026, at the Cookeville Community Center, located at 240 Carlen Dr, Cookeville at 5:30 PM.

ITEM 1: CALL TO ORDER AND ROLL CALL.

ITEM 2: APPROVE NOVEMBER 10, 2026 AGENDA.

ITEM 3: MINUTES OF OCTOBER 13, 2026 MEETING

ITEM 4: REVIEW OF APPROVED PLATS

- **Hwy 70 Baxter Sketch Plat,** Legacy South**.** Conditional concept approval 05/14/2024.
- **Cane Creek Farms at Window Cliff Subdivision Phase II**, Vick Surveying. Conditional preliminary approval 05/14/2024.
- **Scott Farm Concept Plan**, M2 Group. Conditional approval 08/13/24.
- **Revised Horizon Hills Preliminary Plat**, Vick Surveying. Conditional approval 03/11/25.
- **Reese Subdivision Preliminary Plat**, Clinton Surveying. Conditional approval 05/13/25.
- **Town Creek Subdivision Preliminary Plat**, Maples Surveying. Conditional approval 07/08/25.
- **Trinity Trace Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 01/16/2026.
- **Spring Valley Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 02/10/2026.
- **Dale Lane Estates Preliminary Plat**, Whittenburg Surveying. Conditional approval 06/09/2026.
- **The Landing at Falling Water Phase 2 Preliminary Plat**, Maples Surveying. Conditional approval 9/8/2026.
- **James R. & Ernestine F. Maxwell Property Preliminary Plat**, Vick Surveying. Conditional approval 9/8/2026.
- **Ted& Doris Roberts Property Preliminary Plat**, Vick Surveying. Conditional approval 9/8/2026.

___ David Mattson (C) ___ Terry Randolph (V-C) ___ Dale Moss (Sec) ___ Adam Johnson ___ Jeff Jones
___ Jim Martin ___ Ted McWilliams ___ Robert Riddle ___ Phil Wilbourn ___ Patrick Rinks

ITEM 5: ACCEPTANCE OF NEW STREETS:

A. Road(s) with submitted documentation (ready for acceptance)
   a) None
B. Road(s) awaiting completion and/or documentation (NOT ready for acceptance)
   a) Overlook @ the Waterfalls
      i) Waterfall Drive
      ii) Misting Way
      iii) Kayak Loop
   b) The Grove Subdivision
      i) Reed Lane

ITEM 6: OUTSTANDING LETTERS OF CREDIT:

- The Grove Subdivision
  - Roads: $65,000 on Wilson Bank, LOC # 1832 Exp 6/2/27
- Overlook @ The Waterfalls Subdivision
  - Roads: $270,000 on OneBank, LOC # 2026-640 Exp 6/17/27
  - Electric: $301,882 on OneBank LOC # 2026-641 Exp 6/17/27

ITEM 7: ADMINISTRATIVELY APPROVED PLATS:

A. FINAL PLAT: HOWEL PROPERTY LINE ADJUSTMENT ON BUCK MOUNTAIN, WILLET MOUNTAIN SURVEYING
Boundary line adjustment between parcels 042-049.01 and 042-061.00 on Buck Mountain Road.

B. FINAL PLAT: JOHNNY TAYES DIVISION, MAPLES SURVEYING
Boundary line adjustment between parcels 070-034.02 and 070-034.01 on Monterey Hwy.

C. FINAL PLAT: SOUTHFORK – STEWART DIVISION, CLINTON SURVEYING
Created one 0.72-ac lot on Southfork Rd with more than 5-ac remaining from parcel 086-057.02.

D. FINAL PLAT: K & C COOPER DIVISION, CLINTON SURVEYING
Created one 3.57-ac lot on Gainesboro Highway with more than 5-ac remaining from parcel 029-049.05.

E. FINAL PLATEVERRETT BROWN PROPERTY, VICK SURVEYING
Divided parcel 110-029.00 on Lafever Road into two lots.

ITEM 8: SUBDIVISION PLATS (PDF OF EACH PLAT ATTACHED):

A. FINAL PLAT: TRINITY TRACE–VICK SURVEYING

Public Comments:

This plat was preliminarily approved in January of this year. The plat has 22 lots on 14-acres. The subdivision is on Rocky Point Road from parcel 068-039.06.

B. FINAL PLAT: JAMES & ERNESTINE MAXWELL PROPERTY–VICK SURVEYING

Public Comments:

This plat was preliminarily approved in September of this year. The plat has 8 lots on 9.45-acres. The subdivision is on Ditty Road from parcel 064-052.01. There will be some tracts over 5-acres not shown on the plat as they are exempt from the subdivision regulations.

C. PRELIMINARY PLAT: GRADE VIEW–VICK SURVEYING

Public Comments:

This plat has 44 lots on 25-acres on Gainesboro Grade from parcels 017-024.08, 017-024.07 and parts of parcels 017-024.05 and 017-024.06. The subdivision will have one proposed road with 3 very short cul-de-sacs. The proposed entrance is slightly offset from Dyer Long Rd, which was requested by TDOT.

D. FINAL PLAT: TED & DORIS ROBERTS–VICK SURVEYING

Public Comments:

This plat was preliminarily approved last month as a 4 lot subdivision. Due to soils, it was reduced to 3 lots. Property is located on Pippin Road, specifically parcel 039-021.03. The lots range from 0.99-ac to 1.39-ac. Lot 3 is oddly shaped as the lot has approximately 1000-ft of road frontage, but one end of the lot tapers off to a maximum depth of 11.95-ft. The other end of the lot is approximately 191-ft deep with a buildable area there. There is a 2" water line along this section of Pippin Road

ITEM 9: OTHER BUSINESS

ITEM 10: STAFF REPORTS

- Report from Chairman:
- Report from Planning Commission Engineer
- Report from Planning Director:
- Report from other Members

ITEM 11: ADJOURNMENT

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
OCTOBER 13, 2026

The Putnam County Regional Planning Commission met on October 13, 2026, at the Cookeville Community Center at 5:30 PM.

Members present: Chairman David Mattson, Vice-Chairman Terry Randolph, Secretary Dale Moss, Adam Johnson, Jeff Jones, Jim Martin, Ted McWilliams, Robert Riddle, Phil Wilbourn

Members absent: None

Staff present: Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks
Others present: Stephen Raper of Vick Surveying, Charles Whittenburg of Whittenburg Surveying, Anthony Leonard, Jim Herrin with Herald Citizen and Jim Jolly

ITEM 1: CALL TO ORDER AND ROLL CALL.
Chairman David Mattson called the meeting to order after a quorum was established.

ITEM 2: APPROVE OCTOBER 13, 2026, AGENDA.
The agenda was approved by mutual consent of the board.

ITEM 3: MINUTES OF SEPTEMBER 8, 2026, MEETING
Terry Randolph moved to approve September 8, 2026, meeting minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PLATS

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- **Scott Farm Concept Plan**, M2 Group. Conditional approval 08/13/24.
- **Revised Horizon Hills Preliminary Plat**, Vick Surveying. Conditional approval 03/11/25.
- **The Reese Subdivision Preliminary Plat**, Clinton Surveying. Conditional approval 05/13/25.
- **Town Creek Subdivision Preliminary Plat**, Maples Surveying. Conditional approval 07/08/25. Staff reported stone base and binder had been installed on the road.
- **Trinity Trace Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 01/16/2026. Staff reported subgrade would be proof rolled tomorrow morning.
- **Spring Valley Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 02/10/2026.

- **Dale Lane Estates Preliminary Plat**, Whittenburg Surveying. Conditional approval 06/09/2026.
- **The Landing at Falling Water Phase 2 Preliminary Plat**, Maples Surveying. Conditional approval 9/8/2026.
- **James R. & Ernestine F. Maxwell Property Preliminary Plat**, Vick Surveying. Conditional approval 9/8/2026.

ITEM 5: ACCEPTANCE OF NEW STREETS:

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ITEM 6: OUTSTANDING LETTERS OF CREDIT:

- The Grove Subdivision
  - Roads: $65,000 on Wilson Bank, LOC # 1832 Exp 6/2/27
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  - Roads: $270,000 on OneBank, LOC # 2026-640 Exp 6/17/27
  - Electric: $301,882 on OneBank LOC # 2026-641 Exp 6/17/27

ITEM 7: ADMINISTRATIVELY APPROVED PLATS:

A. FINAL PLAT: K AND E PROPERTY ON BUCK MOUNTAIN, VICK SURVEYING
Boundary line adjustment between parcels 042-078.00 and 0472-076.03 on Buck Mountain Road.

B. FINAL PLAT : KIRBY ESTATE DIVISION, MAPLES SURVEYING
Divided one 6.974-ac tract on Glade Creek Road, specifically parcel 133-033.00, into two lots, 2.199-ac and 4.775-ac.

C. FINAL PLAT: LOT LINE REVISION OF LOT 4A AND PART OF LOT 4 OF THE REDIVISION OF LOT 4 CHIMNEY SPTINGS SUBDIVISION, VICK SURVEYING
Revised boundary between parcels on Chimney Springs Rd, specifically parcels 025-022.14 and 025-022.06.

D. FINAL PLAT: BEN SMITH DIVISION, VICK SURVEYING
Adjusted the boundaries between parcels 039-072.00 and 039-072.02 on Thomas Road. Parcel 039-072.02 was made over 5 acres and parcel 0398-072.00 was reduced to 1.25-ac.

E. FINAL PLAT: MIDDLEBROOK AND MIDDLEBROOK LOT LINE ADJUSTMENT – WHITTENBURG SURVEYING

This plat is to adjust the boundary between two lots off of Vivian Dr., specifically parcels 039-064.10 and 039F-C-007.00.

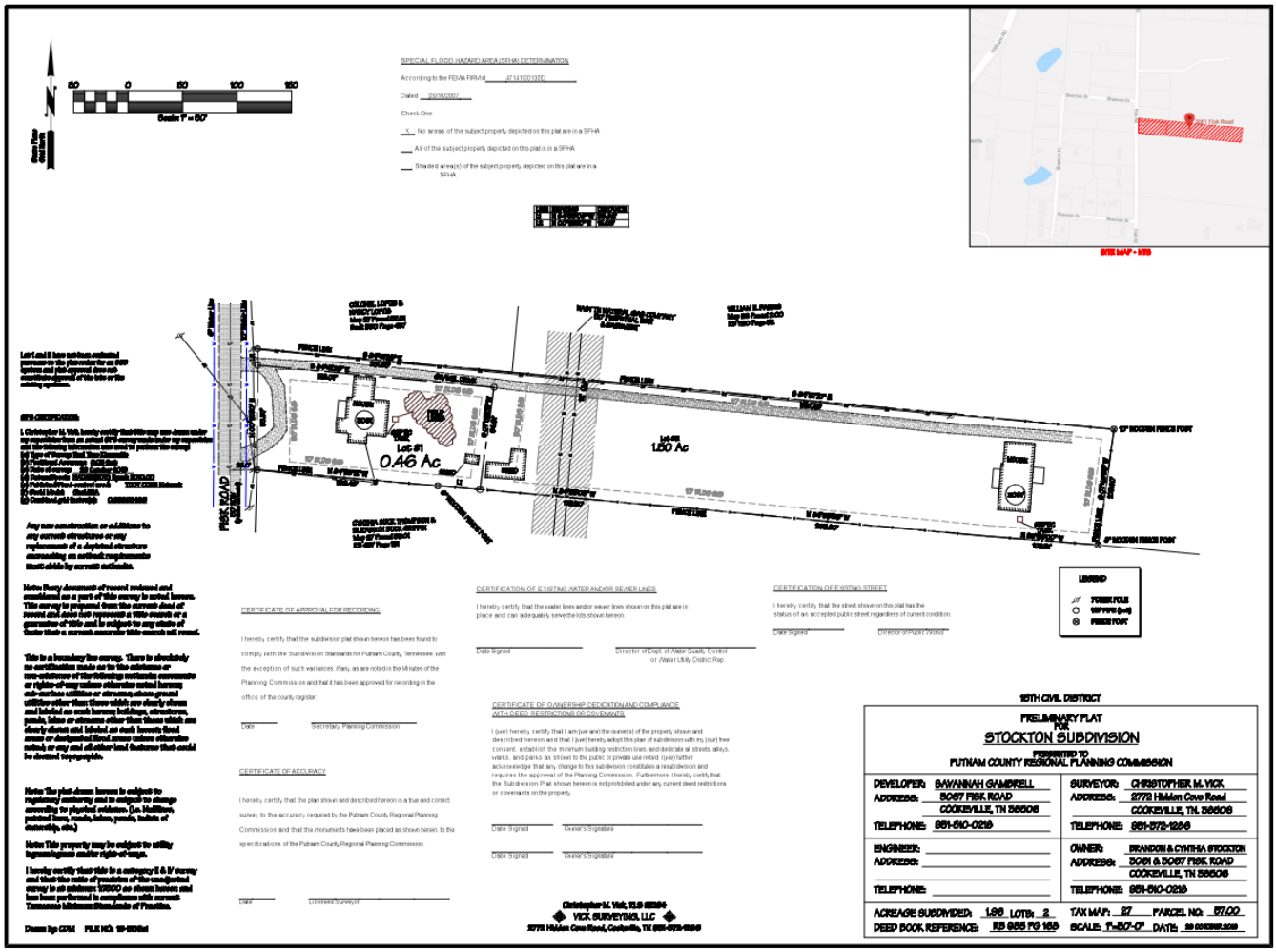
ITEM 8: SUBDIVISION PLATS (PDF OF EACH PLAT ATTACHED):

A. FINAL PLAT: STOCKTON DIVISION - VICK SURVEYING

Public Comments: None

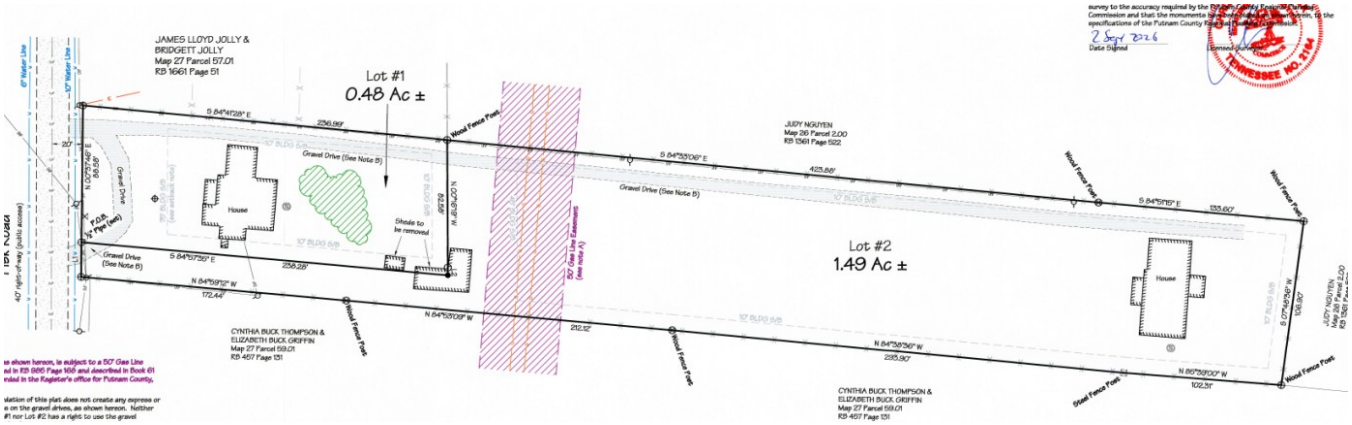
This plat was presented in December 2019 but withdrawn. This is from the December 2019 minutes:

This is to divide one 1.96 acre lot (parcel 027-057.00) on Fisk Road into two lots. The lots currently share a driveway on the north side of the existing lot. There will be a house on each lot. Lot 1 will be 0.46 acres. Lot 2 will be a flag lot behind lot 1 and will be 1.50 acres. The pole portion of lot 2 will be within 2 feet (1.4 feet surveyed) of the existing house on lot 1. During discussion of moving the access to the southern portion line of the lots, it was noted that the house on lot 1 was going to be demolished. Staff recommended to the developers that they finalize the plans and if the house is demolished, then bring the plat back to the planning commission. The developers agreed to withdraw the plat. No action was taken.



It was a proposed flag lot with the pole being along an existing driveway on the north side of the parcel (027-057.00). They have now decided to resubmit the plat with the pole on the south side of the parcel. There are a couple of sheds on the proposed lot 1 that are to be removed. There are no proposed easements on the exiting driveways. The

width of the flag pole is 22.32-ft which will require a variance from the 25-ft minimum width.



Jim Jolly stated that they decided to move the driveway and not have an easement on the driveway. Planning Commission Engineer Rinks stated that sight distance at the driveway on the "pole" is a concern, but clearing brush to the south along the fence line should help. Staff recommended gate in existing driveway be shown on the plat.

Dale Moss moved to approve the plat with a variance on the width of the pole subject to showing the gate on the plat and clearing of the brush along the fence line to improve sight distance. Motion was seconded and approved unanimously.

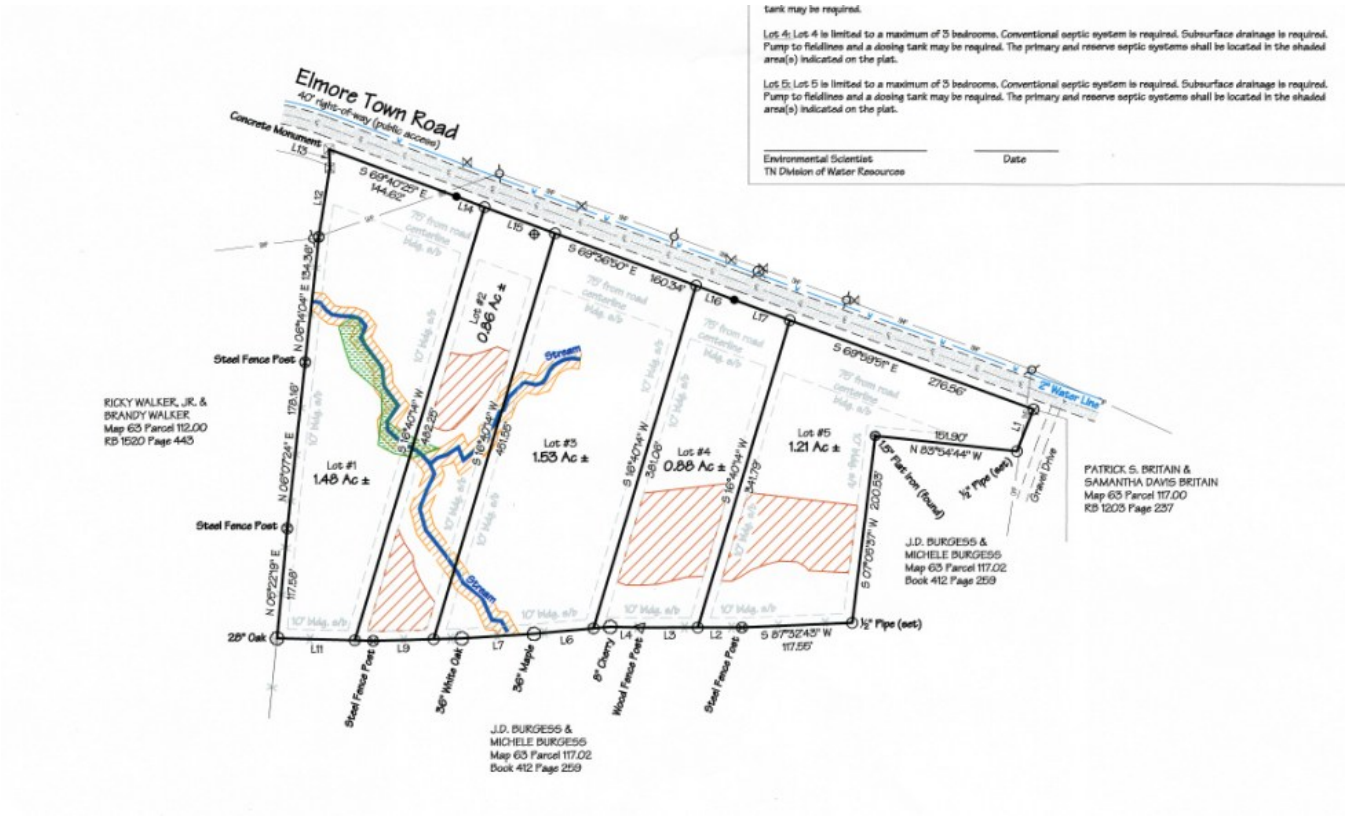
B. FINAL PLAT: SPRING VALLEY SUBDIVISION - VICK SURVEYING

Public Comments: None

This final plat contains 5 lots from parcel 063-113.00 on Elmore Town Road. The preliminary plat showed 8 lots but they lost 3 lots due to soils. There is only a 2-inch water main, so the developer is requesting to use fire suppression sprinkler systems instead of fire hydrants. The required fire sprinkler note is on the plat.

Prior to the meeting, Planning Director Rush informed the surveyor that during site visits, it was noted there was a tile under Elmore Town Rd on lot 3 that needs to be shown and would need a drainage easement. That was updated on the plat brought to the meeting.

Ted McWilliams moved to approve the Spring Valley subdivision plat subject to all signatures. Motion was seconded and approved unanimously.



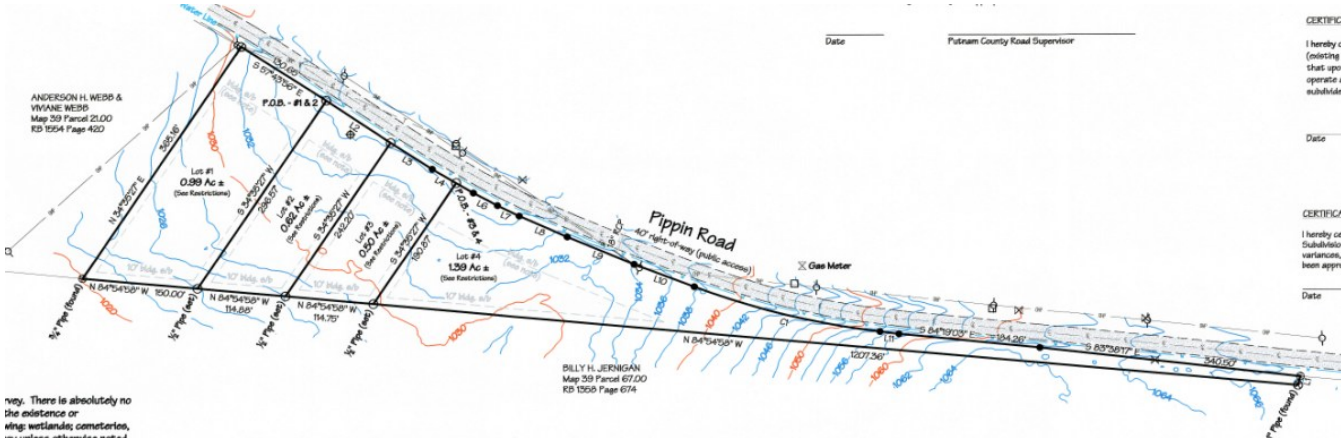
C. PRELIMINARY PLAT: TED AND DORIS ROBERTS – VICK SURVEYING

Public Comments: None

This plat is for 4 lots (0.92-ac each) on Pippin Road, specifically parcel 039-021.03. The lots range from 0.50-ac to 1.39-ac. Lot 4 is oddly shaped as the lot has approximately 1000-ft of road frontage, but one end of the lot tapers off to a maximum depth of 11.95-ft. The other end of the lot is approximately 191-ft deep with a buildable area there. There is a 2" water line along this section of Pippin Road. They are requesting to be allowed to use fire suppression sprinkler systems in each home.

Stephen Raper stated that the Utility District told them that the line was 2" line in this area on Pippin Rd. Planning Director Rush stated that the subdivision regulations require that the main be upgraded if the nearest 6" line is within 500 feet. There is a fire hydrant on Lindsey Lane just to the west of the subdivision. Planning Director Rush stated that using his GIS system it appears the distance is just over 500-ft.

Terry Randolph moved to grant preliminary approval subject to soils and them verifying the distance to the 6" water main. Motion was seconded and approved unanimously.



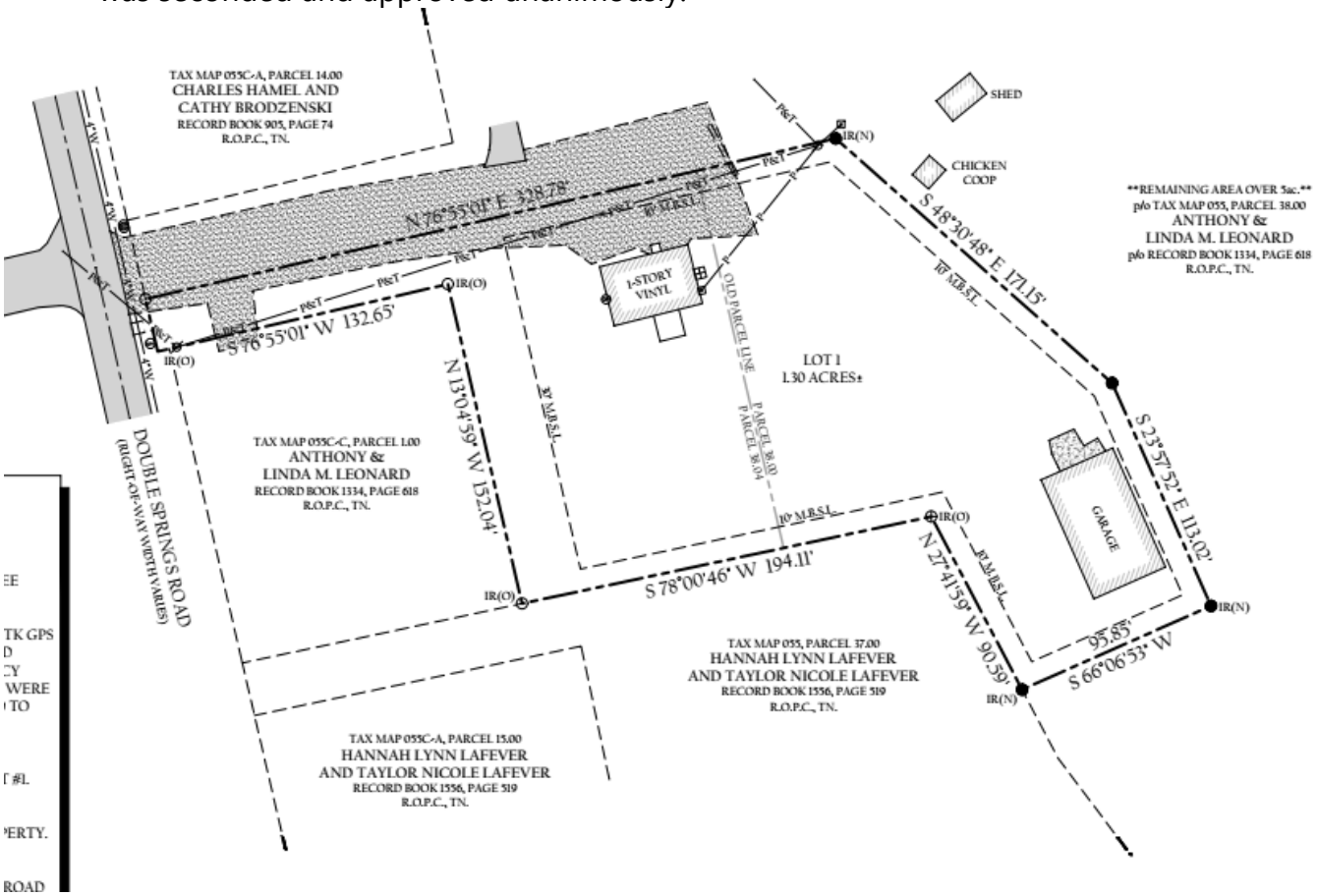
D. FINAL PLAT: DEGROAT SUBDIVISION LOT LINE ADJUSTMENT –WHITTENBURG SURVEYING

Public Comments: None

This plat is to adjust the property line between parcels 055-038.04 and 055-038.00 on Double Springs Rd. Anthony Leonard stated that this is just a line change. He owns the property behind the lot and is just selling an outbuilding. He stated that once the drainage around the house was finished, they would be putting gravel on the driveway/pole of the DeGroat lot.

Planning Director Rush stated that it appears there are several homes using the driveway as shown on the plat. Therefore, either an easement and maintenance agreement are needed or a plat note stated there is no easement on the driveway, nor is one being created by the plat. Anthony Leonard argued that he did not want to do an easement and did not think a plat note would be required, but agreed to add the plat note.

It was explained that the plat note was the easiest way to make all future property owners know that an easement was not created by the plat. Ted McWilliams move the approve the plat with the addition of the plat note, without an easement on the driveway. Motion was seconded and approved unanimously.



ITEM 9: OTHER BUSINESS:

None

ITEM 10: STAFF REPORTS

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: None
- Report from other Members: None
-

ITEM 11: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.

_____ _____

Chairman Date Secretary Date