

**MINUTES**  
**PUTNAM COUNTY REGIONAL PLANNING COMMISSION**  
**DECEMBER 7, 2021**

The Putnam County Regional Planning Commission met on December 7, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, David Mattson, Ted McWilliams, and Phil Wilbourn. Jim Martin was absent and there is one vacant seat. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin of the Herald-Citizen, Betsy Scarisbrick of Stonecom Radio, David Bell Jr, William Willhite, Anthony Sherrill, Doreen Sherrill, surveyor Carlen Wiggins Jr, John White, and Travis Peek. Also present were a representative from Maples Surveying and Goad Surveying.

**ITEM 1: CALL TO ORDER AND ROLL CALL**

Chairman Jere Mason called the meeting to order after a quorum was established.

**ITEM 2: APPROVE THE DECEMBER 7, 2021 AGENDA**

Dale Moss moved to approve the agenda for the December 7, 2021 meeting. Motion was seconded and approved unanimously.

**ITEM 3: MINUTES OF THE NOVEMBER 2, 2021 MEETING**

Mike Atwood moved to approve the November 2, 2021 Minutes. Motion was seconded and approved unanimously.

**ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS**

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020. Phases I & II have been approved for final. Phases III & IV remaining.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021. Phase I was a single lot approved administratively. Phase II remaining.

**ITEM 5: OUTSTANDING LETTERS OF CREDIT:**

- **Willow Estates- Jackie Schubert (\$130,000 Money Order, expiring April 25, 2022, for Knox Ln, Jack Dr, Katie Cir, and Sunbright Cir extension) - Final plat approved 10/5/2021**
- **Autumn Woods Phase II- Gene Alred & Ron Brown (two \$125,000 LOCs Expiring October 22, 2022 for Autumn Trail, Winter Haven Drive, Spring Arbor Court, Summer Pointe) - Final plat approved 11/2/2021**

**ITEM 6: ACCEPTANCE OF NEW STREETS: NONE**

**ITEM 7: ADMINISTRATIVELY APPROVED PLATS**

- A. BILLY JOE LEE PROPERTY FINAL PLAT, VICK SURVEYING**  
Amended boundary between two lots at the corner of Randolph Rd and Cherry Creek Rd., specifically parcels 005.00 and 005.02 on Map 108.
- B. REVISED FINAL PLAT OF 1196 SOUTH LOVELADY RD, VICK SURVEYING**  
Amended boundary between two lots at the corner of Bunker Hill Road and South Lovelady Rd., specifically parcels 106.02 and 106.03 on Map 095.
- C. COMBINATION OF LOTS 41 AND 42 OF HIGHLANDS AT BEAR CREEK PHASE II FINAL PLAT, VICK SURVEYING**  
Combined lots 41 and 42 (parcels 008O-B-032.00 and 008O-B-033.00) on Bear Creek Lane.
- D. TRACT 1 OF EARL NICHOLS PROPERTY FINAL PLAT, VICK SURVEYING**  
Created one 2.47-acre parcel from 026-065.00 on Bowser Road with over 5 acres remaining.
- E. DEBRA & JAMES BRYANT PROPERTY FINAL PLAT, WHITTENBURG SURVEYING**  
Created one 1.19-acre parcel from 006-013.00 on Hilham Rd. with over 5 acres remaining.
- F. CAL MAX PROPERTIES DIVISION PROPERTY FINAL PLAT, MAPLES SURVEYING**

Created two lots (2.939 and 2.688 acres) from 112-071.00 on Cookeville Boat Dock Rd. with over 5 acres remaining.

**G. COMBINATION OF LOTS 6 & 7, BLOCK 37, UNIT 5, CUMBERLAND COVE FINAL PLAT, MID-STATE SURVEYING**

Combined parcels 123-159.00 and 123-160.00 on Huckleberry Road into one 8.116 acre tract.

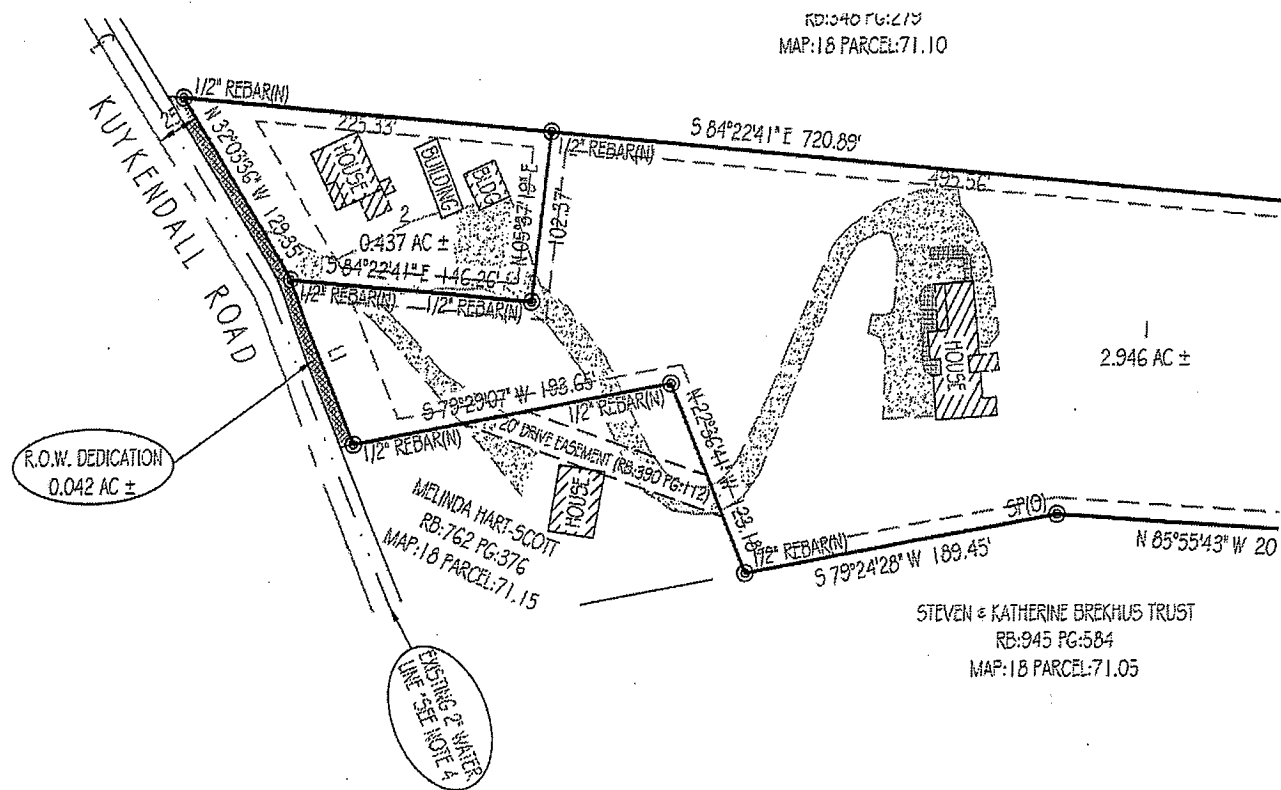
**H. JL & JEWELL HELLEN WATTS DIVISION FINAL PLAT, WHITTENBURG SURVEYING**

Created one 1.18-acre lot from parcel 055-064.00 on Hawkins Crawford Road with over 5 acres remaining.

**ITEM 8: SUBDIVISION PLATS:**

**A. TRAVIS AND MARCY PEEK DIVISION FINAL PLAT, MAPLES SURVEYING**

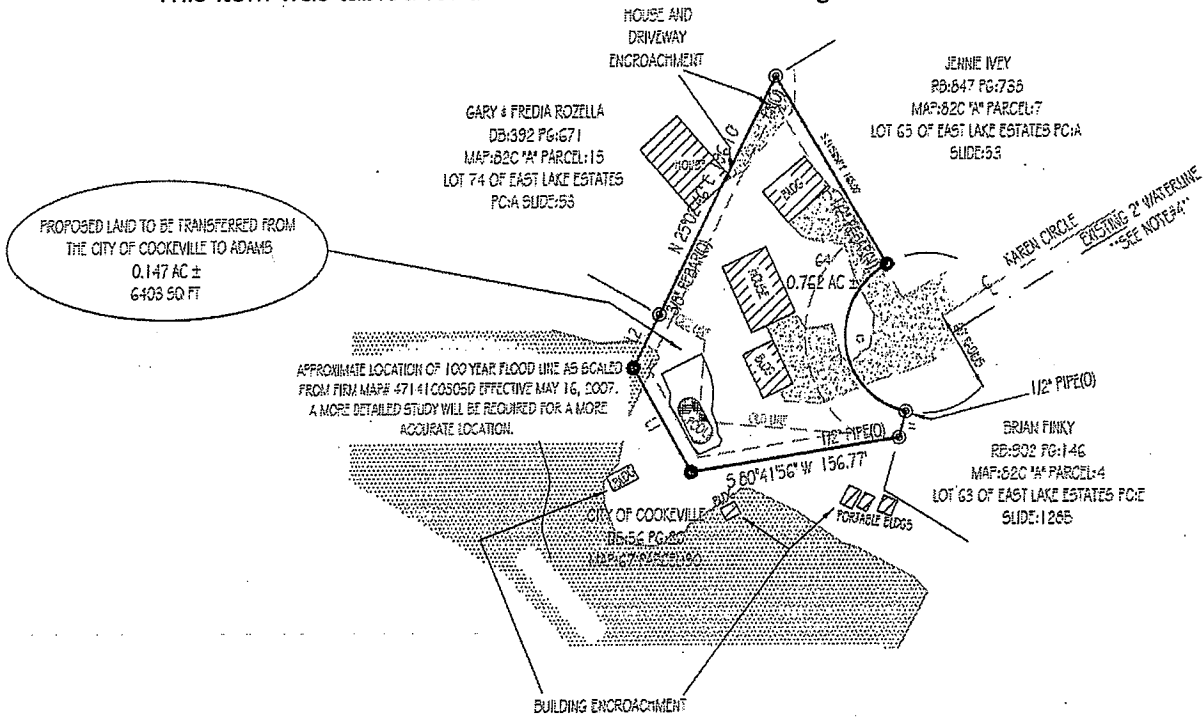
This plat is to create two lots from one 3.38-acre tract on Kuykendall Rd, specifically parcel 018-071.12. There is a 2-inch water main on Kuykendall Rd. There are two existing houses and some out buildings on the tract. The two houses on this tract and a house on parcel 018-071.15 (owned by Melinda Hart-Scott) share a common driveway entrance. There is a driveway easement on the Hart-Scott lot (Map 018-071.15) but that is not where the driveway to second house on the Peek tract is located. Staff stated that topography was an issue on this site. Mike Atwood stated that he did not think we could make the Hart-Scott tract change anything in relation to the easements. Mike Atwood moved to approve contingent on the easements (specifying how the easements are to be maintained) being agreed upon by the owners involved with staff approval. Motion was seconded and unanimously approved.



**B. CHARLES ADAMS DIVISION FINAL PLAT, MAPLES SURVEYING**

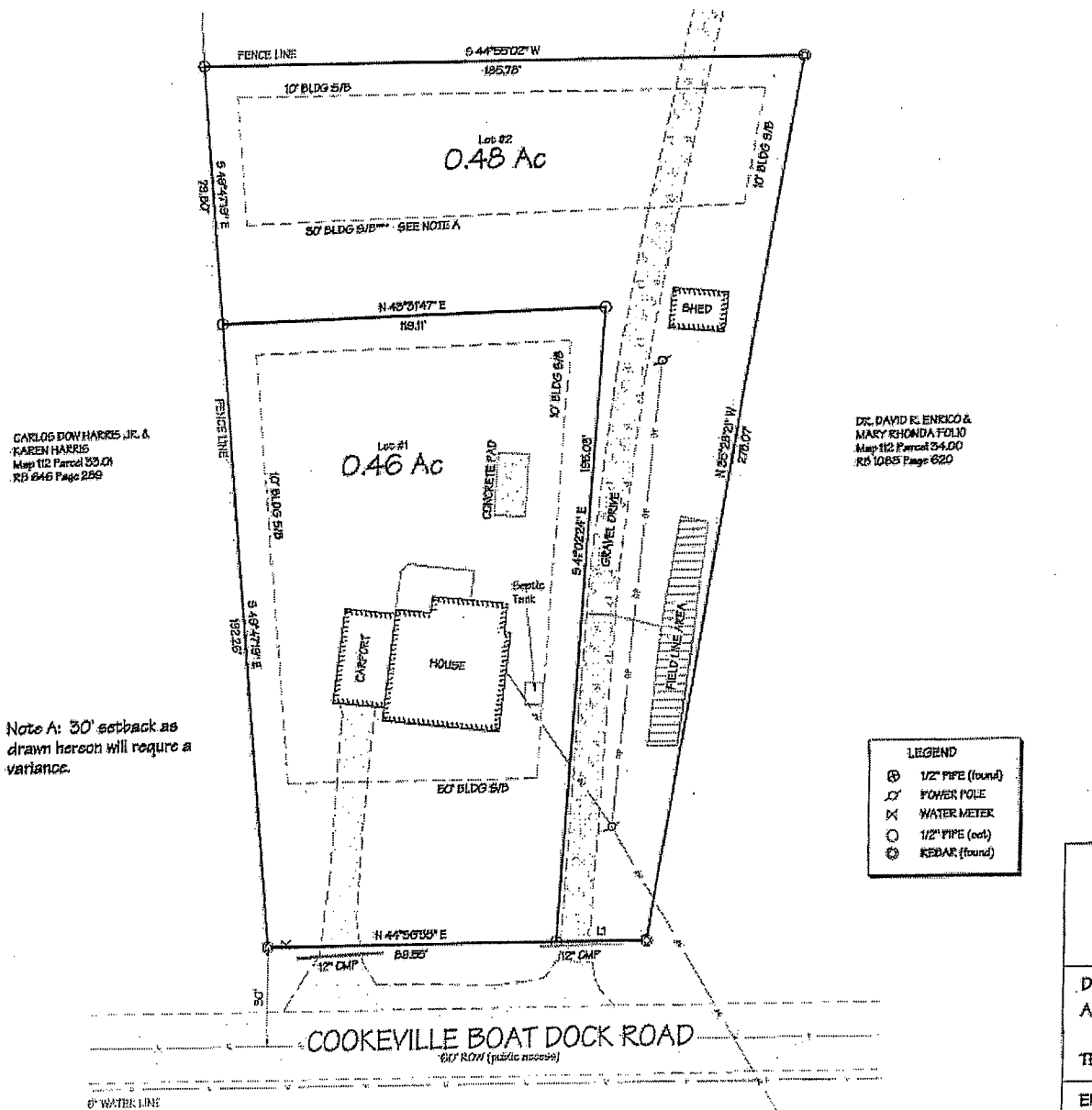
This plat is to correct an encroachment of a pool built into city property surrounding City Lake in the Eastlake Estates. Property is located at the end of Karen Circle. The city has agreed to sell to 6,403 sq ft to Mr. Adams to remedy the encroachment issue. However, there is an encroachment into the Adams lot by an adjoining property. The Rozella's own 082C-A-015.00, which is off Lakewood Ct. The house and a driveway encroach into the Adams lot.

This item was tabled for the owners to work on fixing the encroachment issue.



### C. HOUSTON AND TERRY DUNN PROPERTY DIVISION FINAL PLAT, VICK SURVEYING

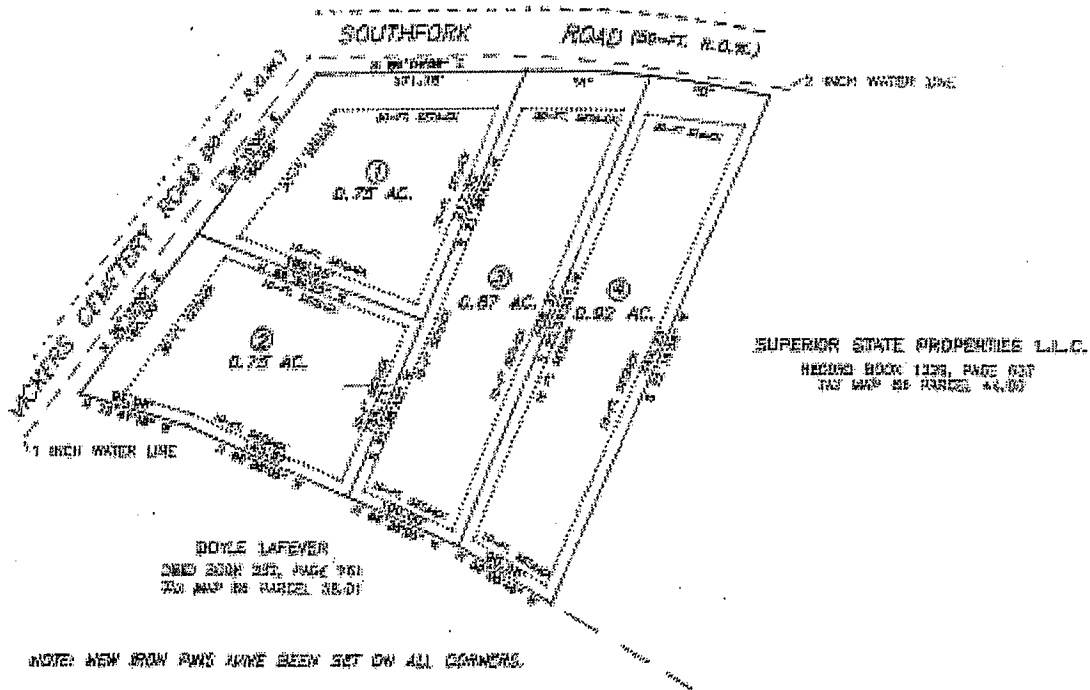
This plat is to create two lots from one 0.94-acre tract on Cookeville Boat Dock Rd, specifically parcel 112-034.01. There is a 6-inch water main on Cookeville Boat Dock Rd. There is an existing house and some and outbuilding on the tract. Lot 2 will be a flag lot with "pole" that starts at 27 feet and gets wider at the "flag". There is an old gravel driveway on the proposed pole of the flag lot. The existing septic system for the house on lot 1 is on the other side of the driveway on the pole portion of the flag lot. Lot 2 will have to be soil approved. They are asking to reduce the setback on the flag lot from the required 50 feet to 30 as it will be behind lot 1 and the reduced setback will allow more room for them to build. Staff was concerned if lot 2 was buildable after setbacks. Mike Atwood moved to deny the plat until soil work is completed on each lot to show that septic can be installed on each lot, especially in case of failure on lot 1. Motion was seconded and unanimously approved.



**D. JOHN C. WHITE PROPERTY DIVISION FINAL PLAT, CARLEN WIGGINS SURVEYING**

This plat is to create four lots from one 3.29-acre tract on Southfork Rd at Vickers Cemetery Rd, specifically parcel 088-044.00. No waterlines are shown on the plat. According to the Cookeville GIS data, there is a 2-inch line on Southfork Road that stops near Vickers Cemetery Rd. Right-of-way is being dedicated to give the roads 25 foot off center. Southfork Road has a right-of-way of 36/40 feet and 18 feet of asphalt surfacing. Vickers Cemetery Road has a right-of-way of 20 foot and 12 foot of tar and chip surface. If the waterlines will not support a fire hydrant, then the houses will require sprinklers and our sprinkler note on the plat.

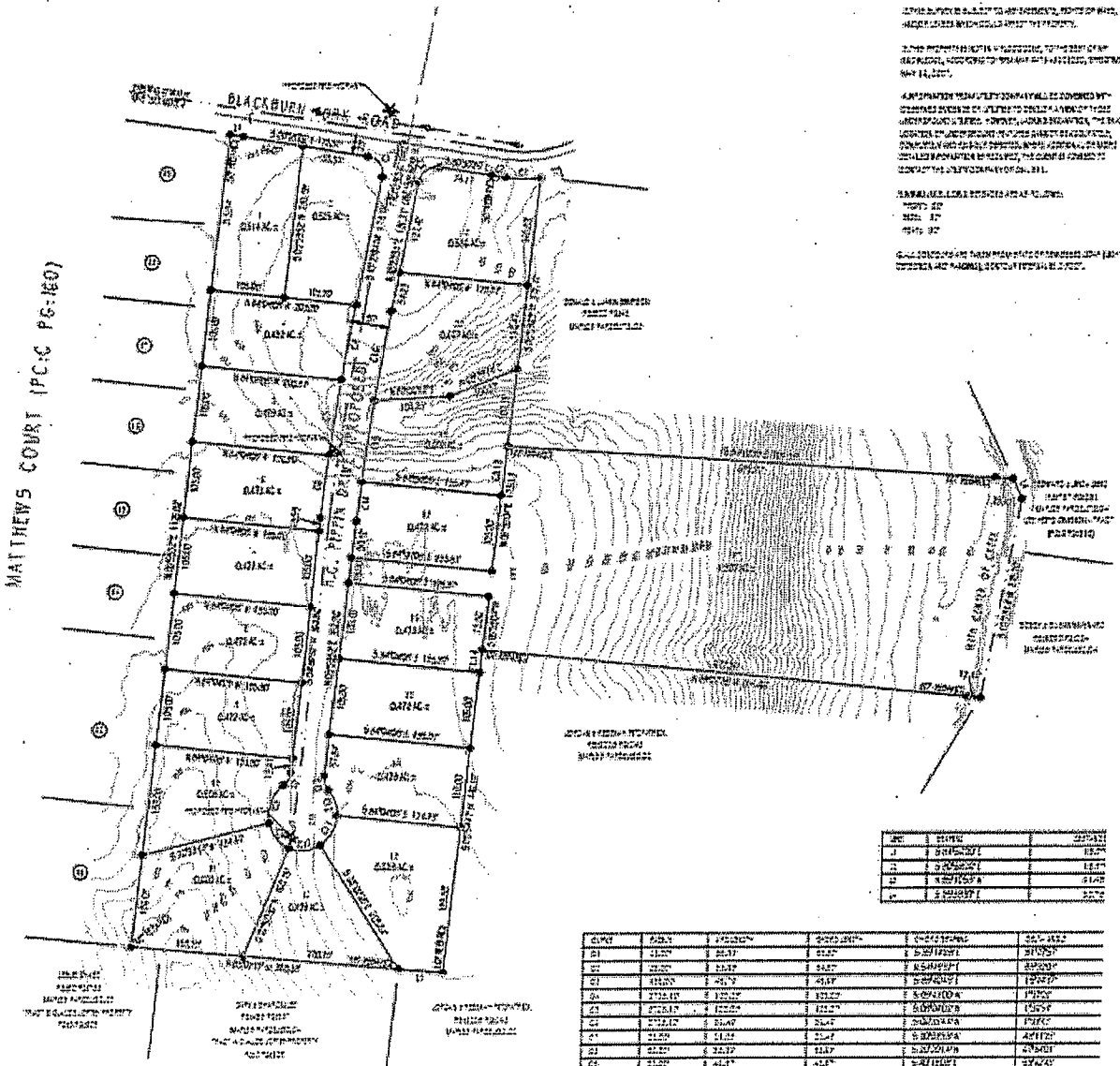
The plat submitted incorrectly identified John Gentry Road as Vickers Cemetery Road. John Gentry Road, according to the county road list, has 36 feet of right-of-way and 16 feet of surfacing. The lots had not been staked in the field Mike Atwood moved to approve the plat with sprinklers being required, septic approval for each lot, install lots stakes and all other signatures. Motion was seconded and unanimously approved.



**E. PIPPIN ESTATES DIVISION PRELIMINARY PLAT, MAPLES SURVEYING**

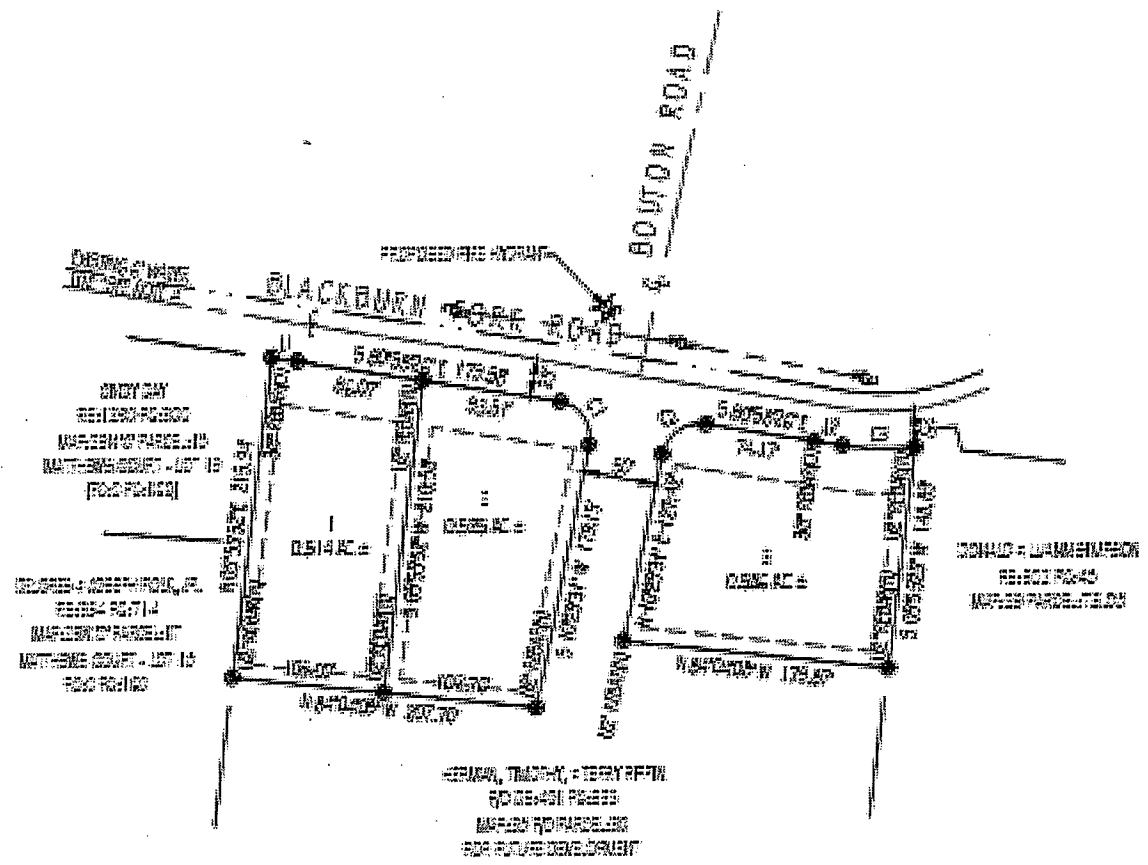
This plat is to create twenty lots on 14.831 acres on Blackburn Fork road from parcel 038-030.00. One new road will be required. The proposed road will be named H C Pippin Drive and will be approximately 1000 foot long. The new roads centerline will match up with the centerline of Bouton Road on the opposite side of Blackburn Fork Road. There are two proposed fire hydrants, one across Blackburn Fork Road from lot 2 and one at the end of the cul-de-sac, between lots 11 and 12. One lot will be 4.907 acres with the rest being in the range of 0.472 acres to 0.66 acres.

Flag lot is not large enough for future road with cul-de-sac. Dale Moss moved to approve the preliminary plat as presented, subject to the plan and profile being submitted. Motion was seconded and unanimously approved.



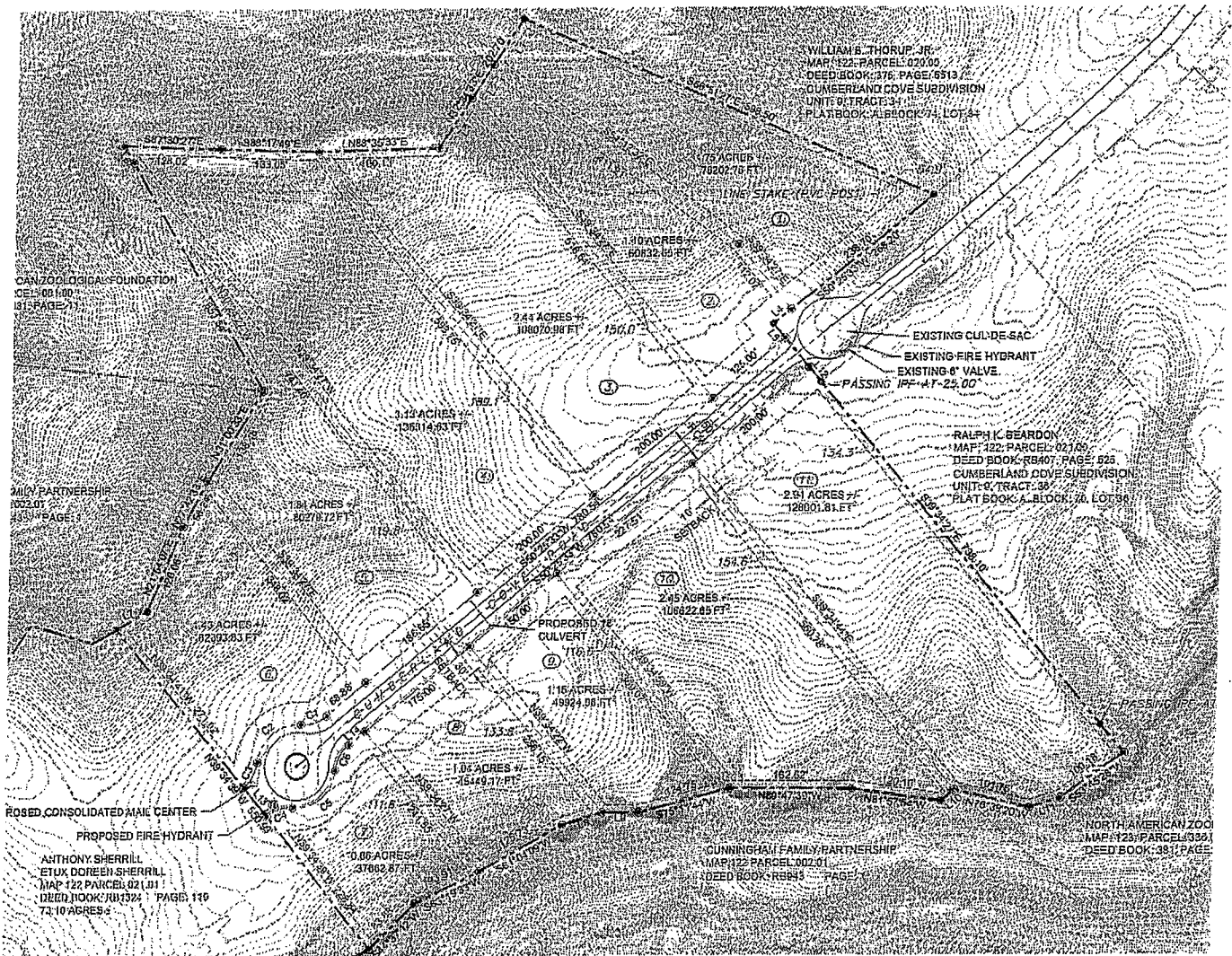
F. PIPPIN ESTATES DIVISION PHASE 1 FINAL PLAT, MAPLES SURVEYING

This is the first three lots of Pippin Estates. These three lots have existing road frontage and utilities. They are going to install a hydrant across Blackburn Fork Rd from lot 2. Phil Wilbourn moved to approve subject to soils, signatures and installation of the fire hydrant. Motion was seconded and unanimously approved.

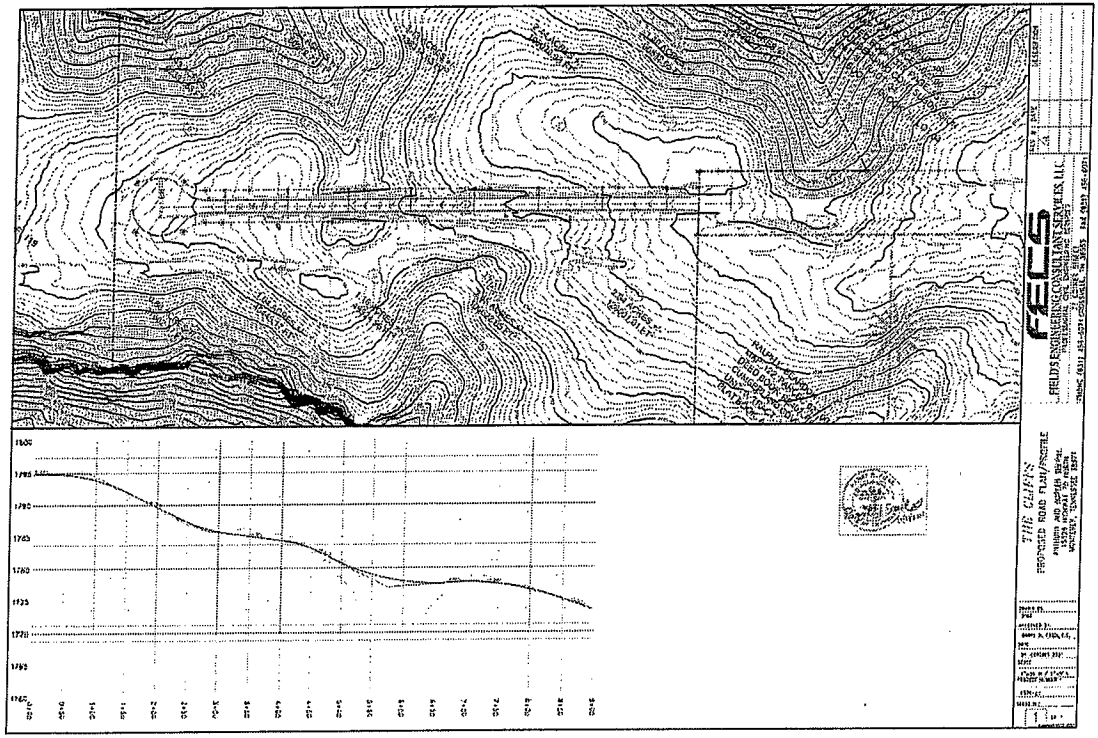
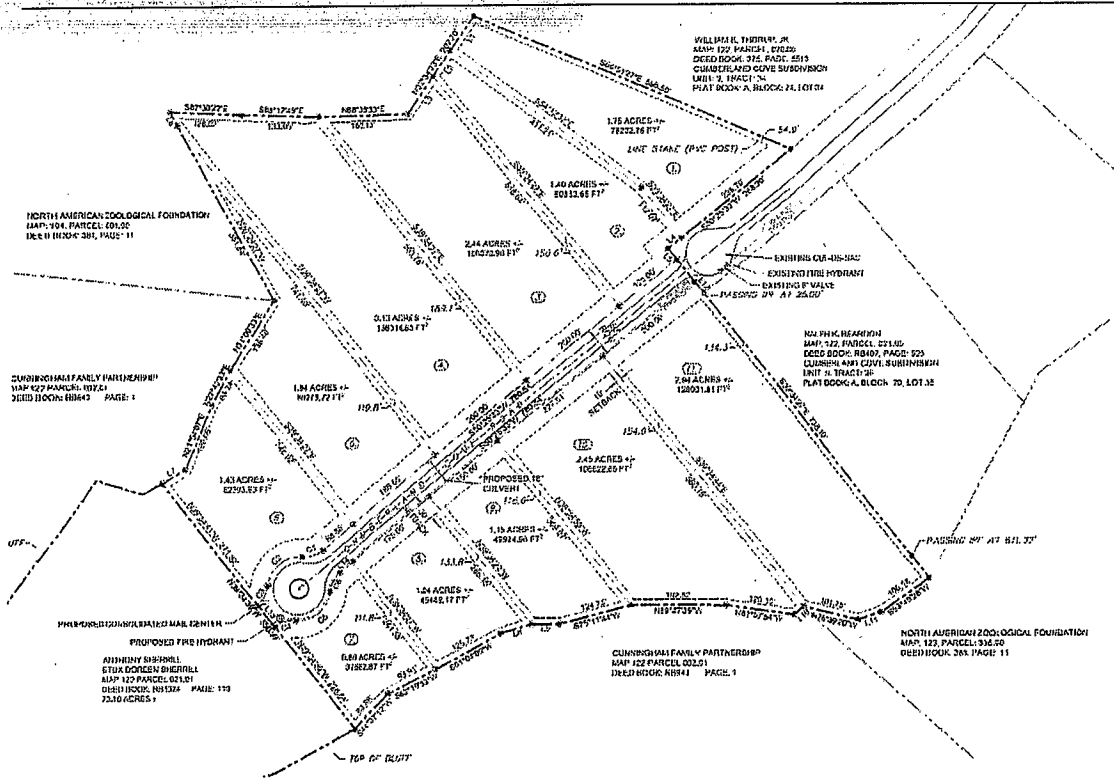


**G. THE CLIFFS PRELIMINARY PLAT, GOAD SURVEYING**

This plat is to create eleven lots at the end of Cumberland Cove Road. An extension of Cumberland Cove Road will be required. One new fire hydrant will also be required. Lots will range from .086 acres to 3.3 acres. They have submitted a plan and profile of the proposed road. According to the surveyor, the existing road right-of-way was wider than regulations specifications and squared at the end as shown on the plat. The family plans to have a farm on the remaining portion of the tract. Plans are for septic to be on individual lots. Soil testing have not been performed yet. Dale Moss moved to approve the preliminary plat as presented. Motion was seconded and unanimously approved.







**FELS**  
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**THE GLEN**  
 PROPOSED ROAD PLAN/PROFILE  
 PUTNAM AND ASHLEY DISTRICT  
 PUTNAM COUNTY, NORTH CAROLINA

DATE: 12/15/2021  
 DRAWN BY: JAC  
 CHECKED BY: JAC  
 IN CHARGE: JAC  
 PROJECT NO.: 21-001  
 SHEET NO.: 1 OF 1


**ITEM 9: STAFF REPORTS**

- Report from Chairman: None.
- Report from Planning Commission Engineer: Patrick Rinks shared that most of the 4" rock had been installed in Autumn Woods, electric has not been installed and still had some drainage issues to work out.

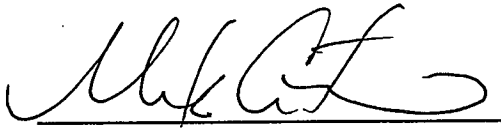
- Report from Planning Director: Planning Director Rush shared that the required documentation to accept the streets in Pembroke Pines has been submitted to the Road Committee of the county commission.
- Report from other Members: None

**ITEM 10: ADJOURNMENT**

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

  
Chairman

2-1-22  
Date

  
Secretary

2-1-22  
Date