

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
FEBRUARY 1, 2022**

The Putnam County Regional Planning Commission met on February 1, 2022 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Ted McWilliams, Terry Randolph, and Phil Wilbourn. Jeff Jones, David Mattson, and Jim Martin were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Joshua Gentry, Stephen Raper of Vick Surveying, Jim Herrin, Lisa Phillips, and Samuel Vandagriff.

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 FEBRUARY 1, 2022 AGENDA

Ted McWilliams moved to approve the agenda for the February 1, 2022 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE DEC 27, 2021 MEETING

Phil Wilbourn moved to approve the Dec 7, 2021 Minutes. No meeting was held in January. 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.
- **Pippin Estates Preliminary Plat**, Maples Surveying. Conditional preliminary approval 12/7/2021. Phase II remaining.
- **The Cliffs Preliminary Plat**, Goad Surveying. Conditional preliminary approval 12/7/2021.

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, \$50,000 Certified Check for Electric) - Final plat approved 11/2/2021

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

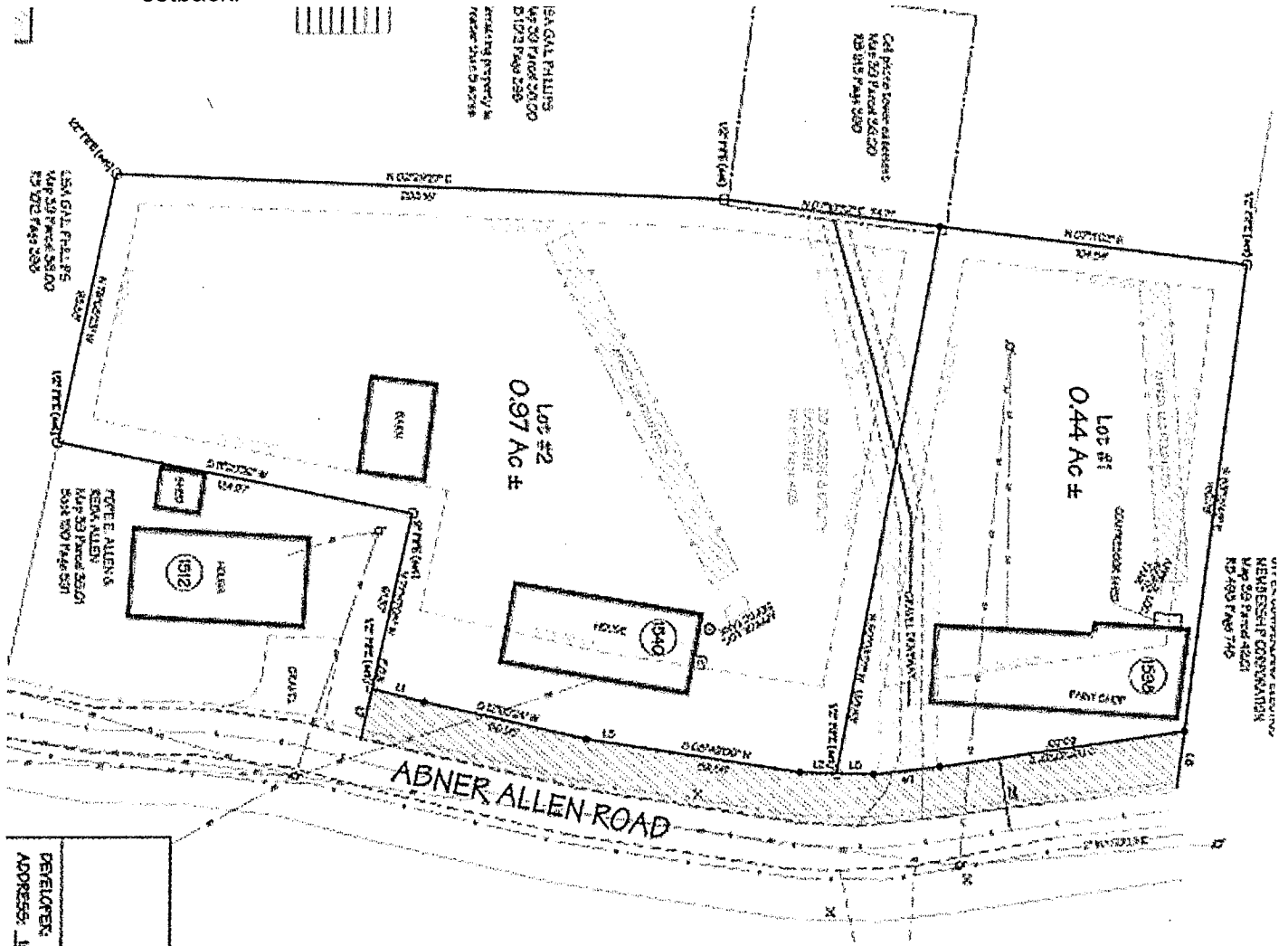
- A. KING, DANIELS, AND FARLEY LINE ADJUSTMENT FINAL PLAT, WHITTENBURG SURVEYING**
Amended boundary between parcels 027-115.01 and 027-115.00 on Shipley Road.
- B. JL AND JEWELL HELEN WATTS FINAL PLAT, WHITTENBURG SURVEYING**
Created one 1.08-acre lot on Hawkins Crawford Road from 055-064.00 with over 5 acres remaining.
- C. 2 LOT DIVISION OF TRACT 3 OF JOHN T WRIGHT SUBDIVISION II FINAL PLAT, VICK SURVEYING**
Divided parcel 006-009.01 into one 0.91-acre lot and one 3.41-acre lot on Hilham Rd.
- D. REVISED LOT LINE FOR POPE ALLEN PROPERTY FINAL PLAT, VICK SURVEYING**
Adjusted line for a shed encroachment between parcels 039-035.01 and 039-036.00 on Abner Allen Road.
- E. LOT 1 OF THE MCLARTY PROPERTY FINAL PLAT, VICK SURVEYING**

Created one 1.71-acre parcel from 108-026.00 on Cherry Creek Rd with over 5 acres remaining.

ITEM 8: SUBDIVISION PLATS:

A. LISA PHILLIPS PROPERTY FINAL PLAT, VICK SURVEYING

This plat is to create two lots from one 1.41-acre tract on Abner Allen Rd, specifically parcel 039-036.00. There is a 2-inch water main on Abner Allen Rd. There are two existing houses and a barn on the tract. There is an ingress/egress easement to a cell tower that will cross both proposed lots. They plat shows a right-of-way dedication so that Abner Allen Rd will have 25 foot right-of-way off center along this tract. The two houses are both in the front setback.

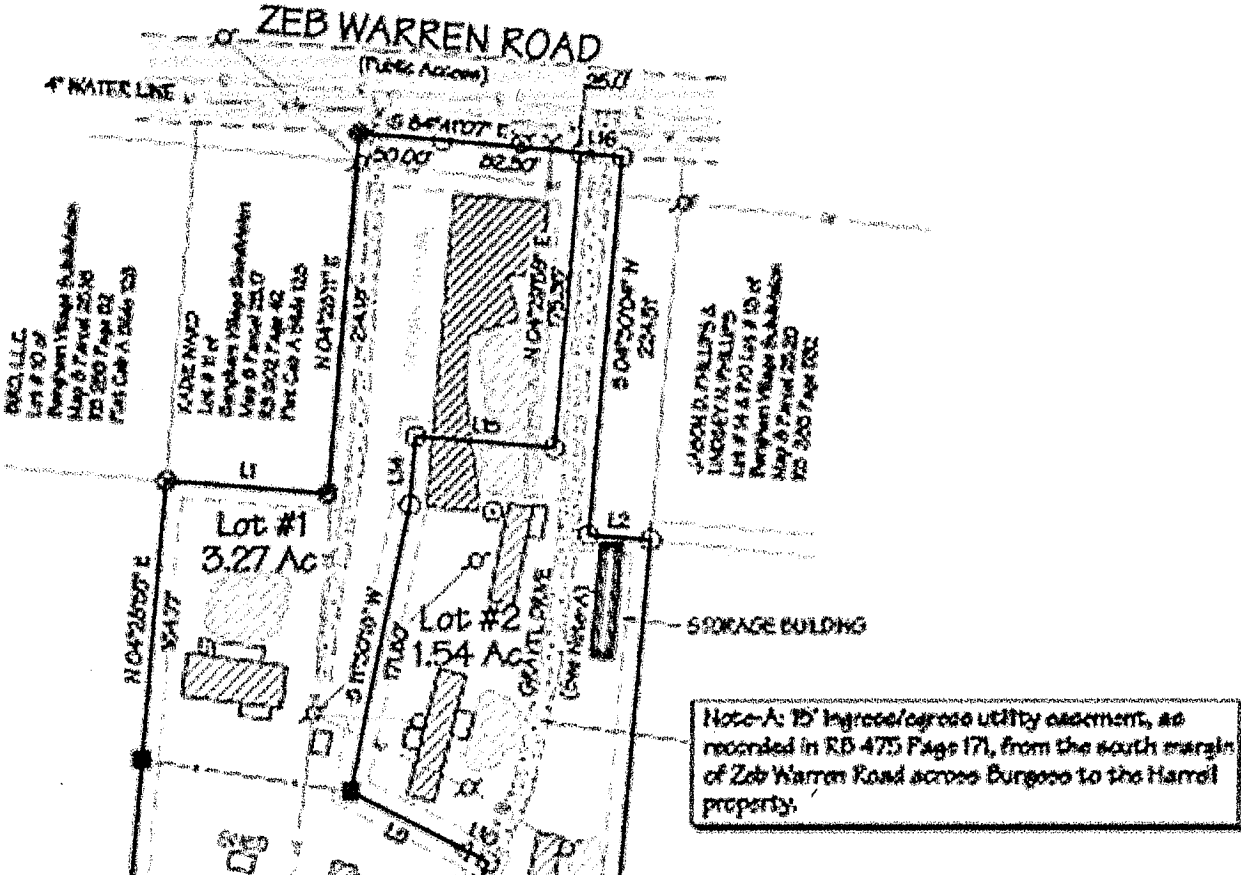
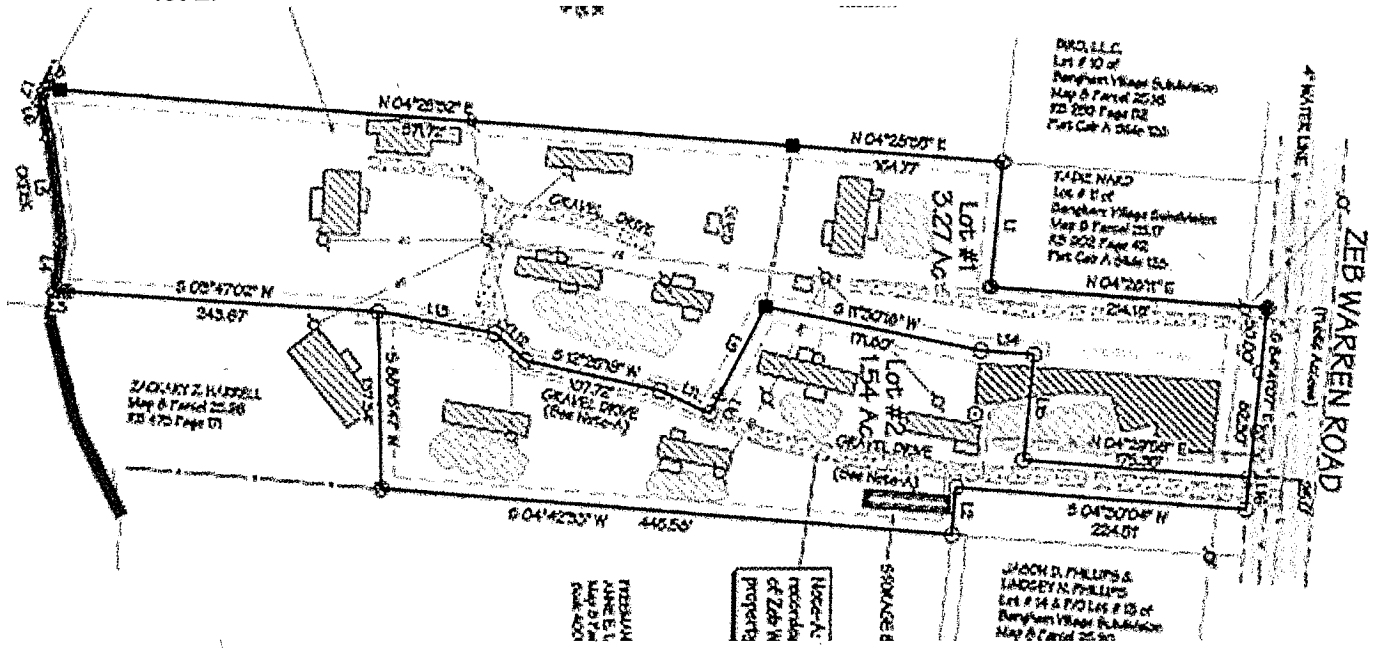


Lot 1 is at end of Abner Allen Road. Staff noted that there was a fence located on the property that needs to be shown on the plat. Stephen Raper stated that the standard setback note for setback violations is already on the plat. Lisa Phillips stated that they plan on keeping lot 1 that has the shop on it and plan on selling lot 2 with an option for the remaining acreage as well. Mike Atwood moved to approve the plat with variance for setback. Motion was seconded and approved unanimously.

B. REVISED 2 LOT SUBDIVISION OF THE BURGESS PROPERTIES FINAL PLAT, VICK SURVEYING

This plat is to revise the lot lines between 2 parcels on Zeb Warren Road. Parcels 008-025.18 and 008-025.19 both have multiple mobile homes. As depicted below, lot one is parcel 025.19

(and was a flag lot) and lot 2 is parcel 025.18 and will become a flag lot with 25 feet of road frontage. Lot 2 has a gravel drive with and ingress/egress/utility easement to a tract owned by Zackary Harrell to the south of these lots. The easement is partially on lot 1 near the rear of the property and is used by five homes on lot 1. Since the original subdivision, a mobile home has been added to the front of lot 2. The proposed boundary will put most of the septic field lines and duplicate area to the new home on lot 1 and the developers would like to place an easement for the septic on the shaded areas depicted on lot 1 on the plat for the house on lot 2.

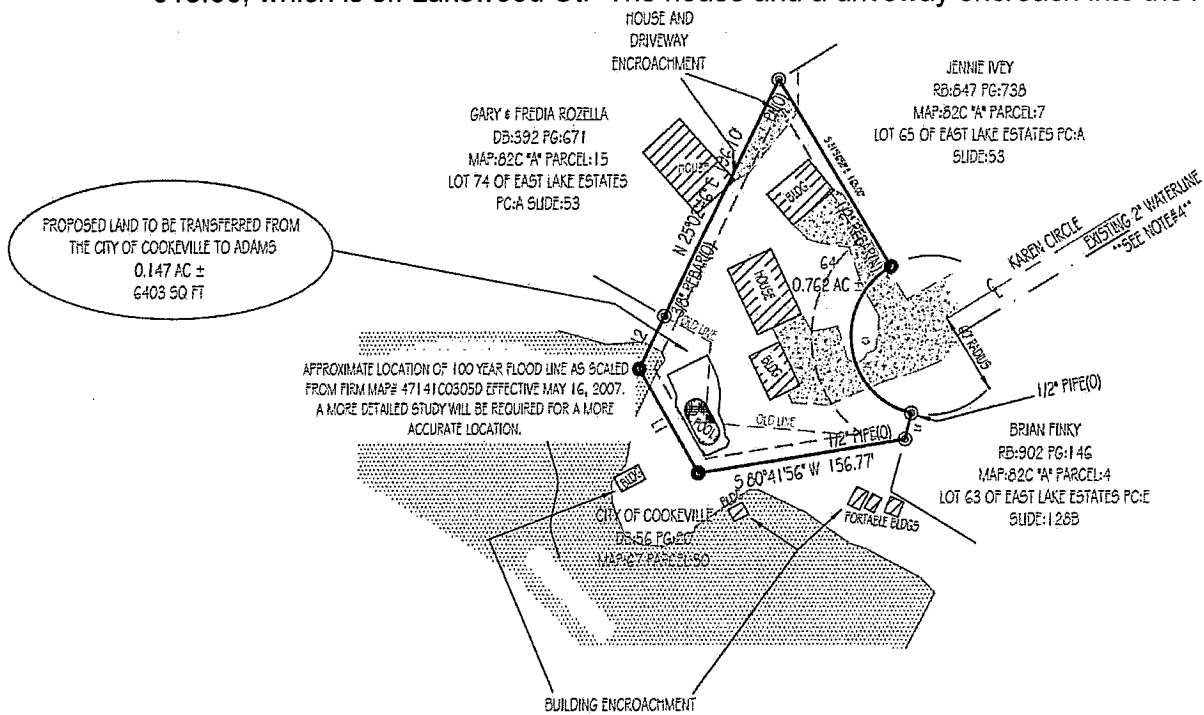


Stephen Raper stated that the reason for this change is that the father and son owners want to locate a storage building on lot 1 next to the reserved soil area for the septic of a new trailer on lot 2, and this will give them more room. Planning Director Rush stated that the way this is drawn, he would not recommend approval since it would place the septic for the new mobile home on another lot, and a better option would be to move that mobile home onto lot 1 so that home and septic stay on the same lot.

Dale Moss moved to defer the plat until the developer resubmits the plat after working with staff on a solution to keep the home and septic on the same lot. Motion was seconded and approved unanimously

C. 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 plat was withdrawn by the surveyor before the meeting.

ITEM 9: STAFF REPORTS

- Report from Chairman: None.
- Report from Planning Commission Engineer: None.
- Report from Planning Director: None.
- Report from other Members: New member Terry Randolph was welcomed on the board. Terry was appointed to fill the vacant seat. With Terry being added to the planning commission, all seats are filled. It was decided to have the election of officers at the next meeting. Mike Atwood informed the planning commission that he intended to step down as secretary of the planning commission and would not accept another term as secretary.

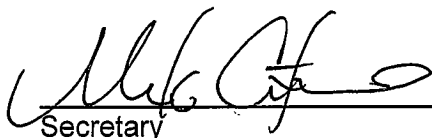
ITEM 10: ADJOURNMENT

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



Chairman

3-1-22
Date



Secretary

3-1-22
Date