

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
JULY 5, 2022**

The Putnam County Regional Planning Commission met on July 5, 2022 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Jeff Jones, Jim Martin, David Mattson, Terry Randolph, Ted McWilliams, and Phil Wilbourn. Secretary Mike Atwood was absent.

Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Neil Semple with Tare, Inc., Chase Carter, Benjamin Armstrong, and Jim Herrin with the Herald-Citizen, and a representative of Stonecom Communications.

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 JULY 5, 2022, AGENDA.

Staff stated that due to a change in state law, an item will need to be added to the agenda as Item 8C. Jim Martin moved to approve the agenda for the July 5, 2022 meeting with the addition. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE JUNE 7, 2022.

Terry Randolph moved to approve the June 7, 2022 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.
- **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.
- **Forsythia Farms Preliminary Plat**, Whittenburg Surveying. Conditional revised preliminary approval 6/7/2022.
- **Beechtree Park Preliminary Plat**, Vick Surveying. Conditional preliminary approval 6/7/2022.
- **Cane Creek Farms Preliminary Plat**, Batson, Himes, Norvell & Poe Surveying. Conditional preliminary approval 6/7/2022.
- **James Little Property**, Vick Surveying. Conditional preliminary approval 5/10/2022.

ITEM 5: OUTSTANDING LETTERS OF CREDIT:

- **Willow Estates**- Jackie Schubert (\$130,000 Money Order, expiring October 9, 2022, for Knox Ln, Jack Dr, Katie Cir, and Sunbright Cir extension) - Final plat approved 10/5/2021
- **Autumn Woods Phase II**- Gene Alfred & 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. FREGIA / TWIN LAKES PROPERTY, VICK SURVEYING

Created one 0.06 acre lot for Twin Lakes utility use from parcel 008-010.00 on Paran Road at Cynthia St.

B. LOT 1 OF THE SEAN FLATT PROPERTY, VICK SURVEYING

Divided parcel 029-070.02 on J L McBroom Road into one 0.86 acre lot with more than 5 acres remaining.

C. TRACT 3 OF THE EARK NICHOLS PROPERTY, VICK SURVEYING

Divided parcel 026-065.02 Bowser Rd into one 0.46 acre lot and one 4.56 acre lot.

D. COMBINATION OF LOTS 25 & 26 OF TWIN CREEKS SUBDIVISION, WHITTENBURG SURVEYING

Combined lots 25 (parcel 068I A 025.00) and 26 (068I A 026.00) into one 1.75-acre lot on Twin Creeks Drive.

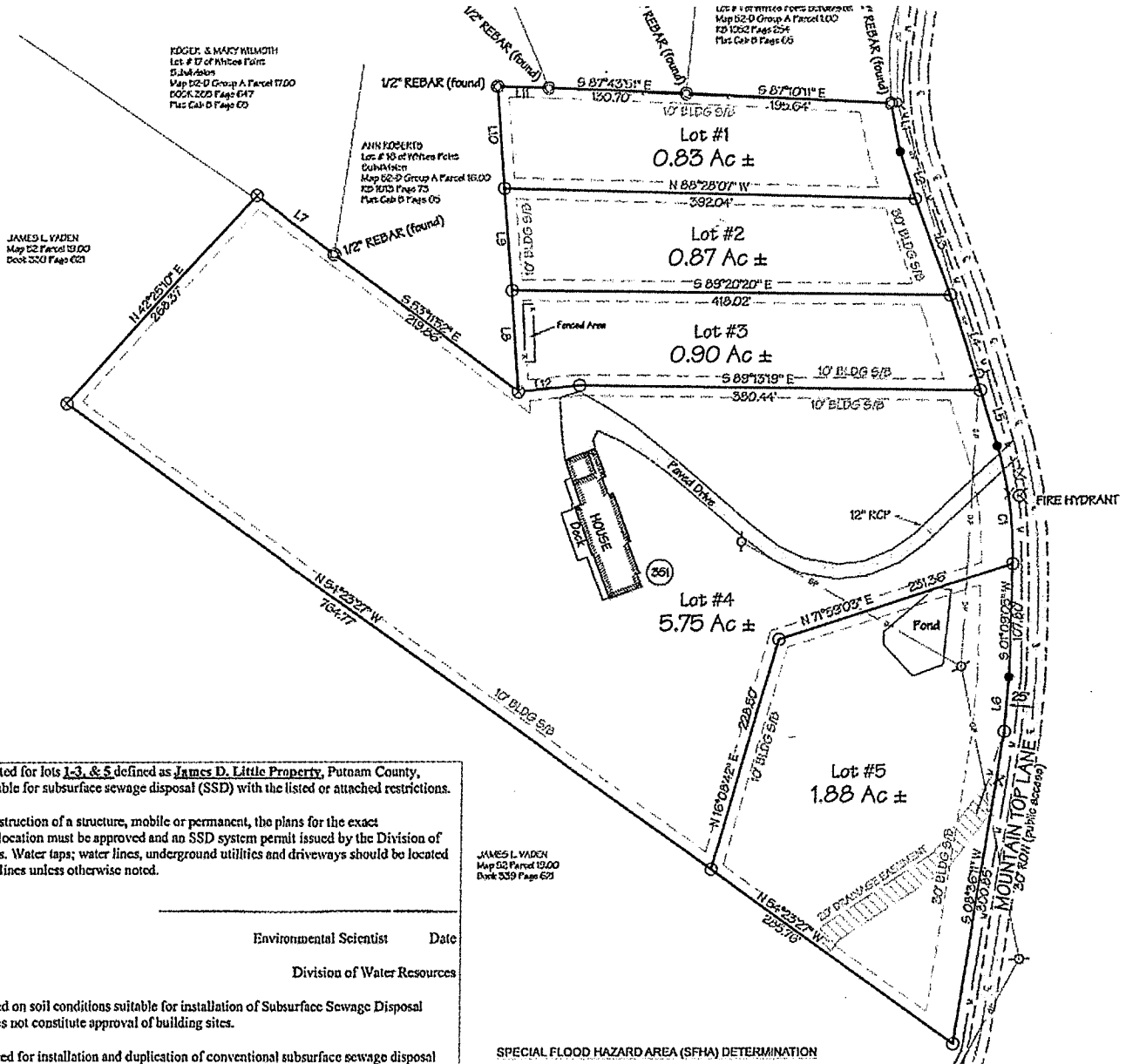
E. LESETTE PIPPIN DIVISION, WHITTENBURG SURVEYING

Adjusted the lines between parcels 037-041.03 and 037-064.01 on Higgenbottom Rd.

ITEM 8: SUBDIVISION PLATS:

A. JAMES LITTLE PROPERTY FINAL PLAT, VICK SURVEYING

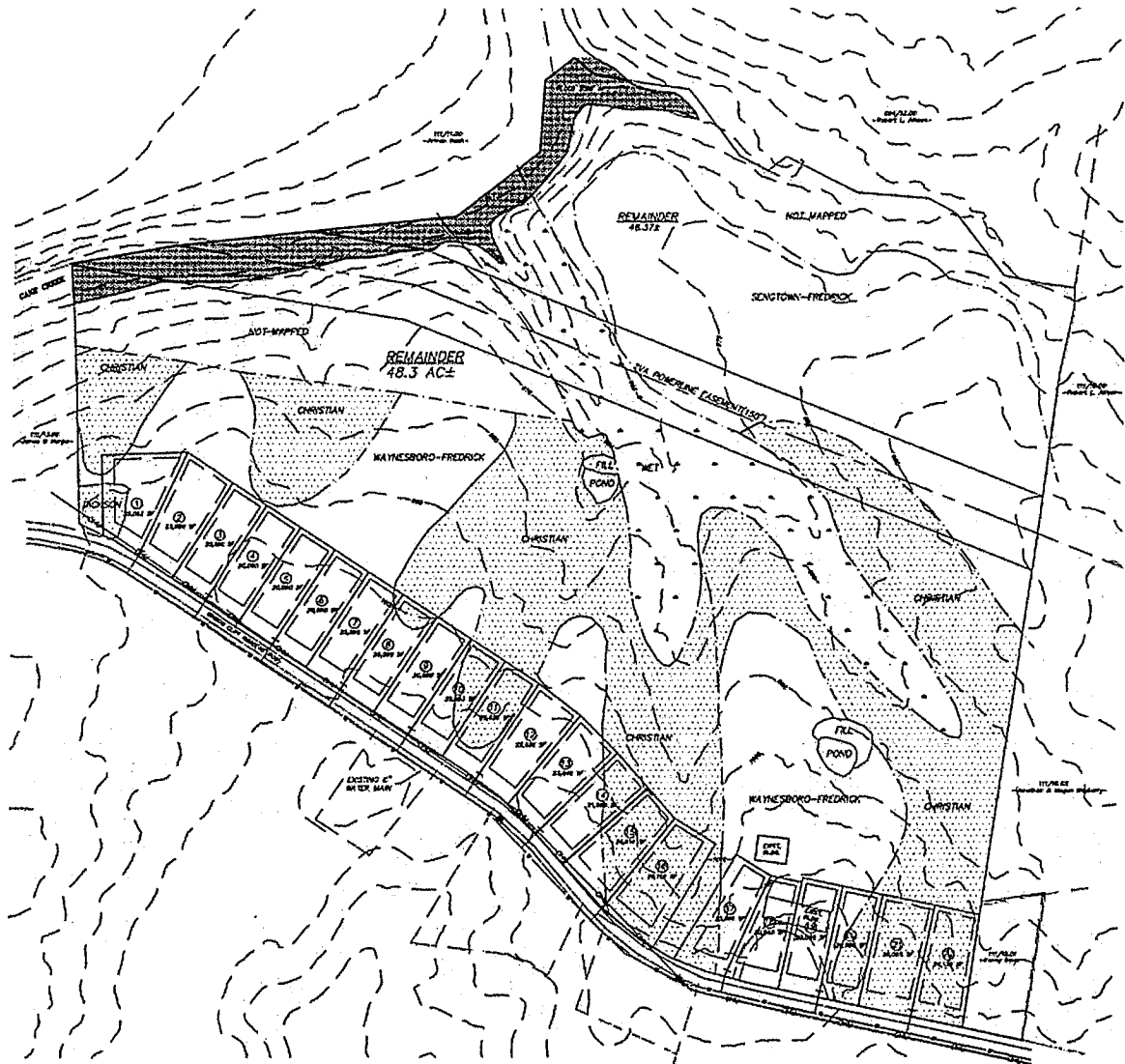
This plat is to create 5 lots (ranging from 0.83 ac to 5.75 ac) on Mountain Top Lane from parcels 051-040.00 and 051-041.00. There is a 6-inch waterline on Mountain Top Lane. The proposed fire hydrant has been installed and the drainage easement was added to the plat.



Rinks pointed out they needed to add the Water Pressure Certification. David Mattson moved to approve the final plat subject to all signatures. Ted McWilliams abstained from voting due to a conflict of interest. Motion was seconded and approved unanimously.

B. WINDOW CLIFF ROAD SUBDIVISION PRELIMINARY PLAT, TARE INC SURVEYING

This plat is to create 22 lots (ranging from 20,060 sq ft to 29,102 sq ft with the typical lot being 85' x 236', 20,060 SF) on Window Cliff Road from parcel 111 014.01. There will be over 48 acres remaining. They have left two 50-foot-wide strips to the remainder for future development. Only one hydrant was shown but surveyor indicated they would add one or two more to meet the spacing requirements. There is a 6-inch waterline on Window Cliff Road. Developer is Jackie Schubert.



Staff stated that during a site visit that day, the lots were not staked off and needed to be. Due to the lack of stakes, the sight distance of the eastern reservation strip was not known. Developer stated that more hydrants would be added to make sure the lots comply with the coverage requirements. The speed limit on Window Cliff Road was unknown. Sight distance could be a problem with some of the driveways. Some of the lots are steep. Jim Martin moved to grant preliminary sketch approval, subject to the lots being staked, and sight

distance being determined for the reservation strips and submittal of a preliminary plat with any required revisions. Motion was seconded and approved unanimously.

ITEM 8C: Public Chapter 994

- Public Chapter 994 changes the staff approval of subdivision. The county commission must now approve the planning commission delegating plat approval. To continue staff approval, County Attorney Jeff Jones recommends that the following motion be approved.
- Pursuant to Tennessee Code Annotated 13-3-402, as amended, the Putnam County Regional Planning Commission recommends to the Putnam County Commission that it approve, by a majority, the delegation of authority to the Planning Staff of the Putnam County Regional Planning Commission to preliminarily approve, finalize the approval of, or certify a subdivision plat.

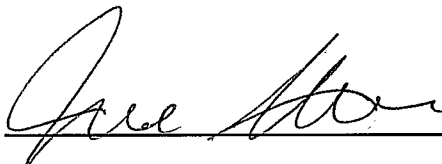
Terry Randolph moved that Pursuant to Tennessee Code Annotated 13-3-402, as amended, the Putnam County Regional Planning Commission recommends to the Putnam County Commission that it approve, by a majority, the delegation of authority to the Planning Staff of the Putnam County Regional Planning Commission to preliminarily approve, finalize the approval of, or certify a subdivision plat. Motion was seconded and approved unanimously.

ITEM 9: STAFF REPORTS

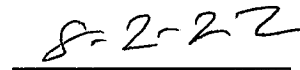
- Report from Chairman: None
- Report from Planning Commission Engineer: Planning Commission Engineer Rinks stated that he and Randy Jones had proof rolled the road in the Cliffs Subdivision. One soft spot was identified, cut out and replace with rock. Rock base has been installed and they may bring in for Final Approval next month.
- Report from Planning Director: None
- Report from other Members: None

ITEM 10: ADJOURNMENT

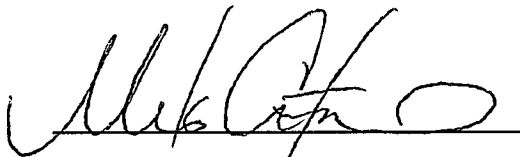
With no further business to discuss, the meeting was adjourned by mutual consent.



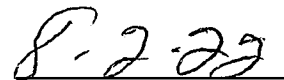
Chairman



Date



Secretary



Date