

**MINUTES  
PUTNAM COUNTY REGIONAL PLANNING COMMISSION  
JUNE 7, 2022**

The Putnam County Regional Planning Commission met on June 7, 2022 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jim Martin, David Mattson, Terry Randolph, Ted McWilliams, and Phil Wilbourn. Jeff Jones was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Taylor Dillehay with Whittenburg Surveying, Stephen Raper with Vick Surveying, Anthony Leonard, Ed DeGroat, Peter Medlyn, Justin Hill, and Jim Herrin with the Herald-Citizen.

**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 JUNE 7, 2022, AGENDA.**

Terry Randolph moved to approve the agenda for the June 7, 2022 meeting. Motion was seconded and approved unanimously.

**ITEM 3: MINUTES OF THE MAY 10, 2022.**

Phil Wilbourn asked if changes were covered by the press. Planner Rush briefly described what changed in Regulations. Mike Atwood moved to approve the May 10, 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 preliminary approval 3/1/2022.
- **Heathwood South Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 4/5/2022.

**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 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. LOT 1 OF THE CORA JUDD HEIRS PROPERTY, VICK SURVEYING**  
Created one 0.94 acre lot from parcel 095-069.00 on Eller Ridge Road.
- B. TRACT 3 OF THE EARL NICHOLS PROPERTY, VICK SURVEYING**

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

**C. PENDLETON / HUDDLESTON PROPERTY, VICK SURVEYING**

Adjusted the lot line between parcels 017-017.02 and 017-017.07 on Shipley Rd.

**D. PASCUAL FRANCISCO PROPERTY, VICK SURVEYING**

Divided 0.06 acres off 028-048.01 for a Twin Lakes station on Pippin Road at Glenn Road.

**E. RONNIE LANE PROPERTY, VICK SURVEYING**

Divided parcel 047-011.05 on Hanging Limb Rd into one 2.98 acre lot and one 3.00 acre lot.

**F. CURT BROCK PROPERTY, VICK SURVEYING**

Adjusted the lot line between parcels 092-046.00 and 092-047.00 on Carrs Chapel Rd at Tonce Carter Rd.

**G. BARRETT DIVISION PROPERTY, GOTRO SURVEYING**

Created one 1.501 acre lot from parcel 112-038.00 on Cookeville Boad Dock Rd.

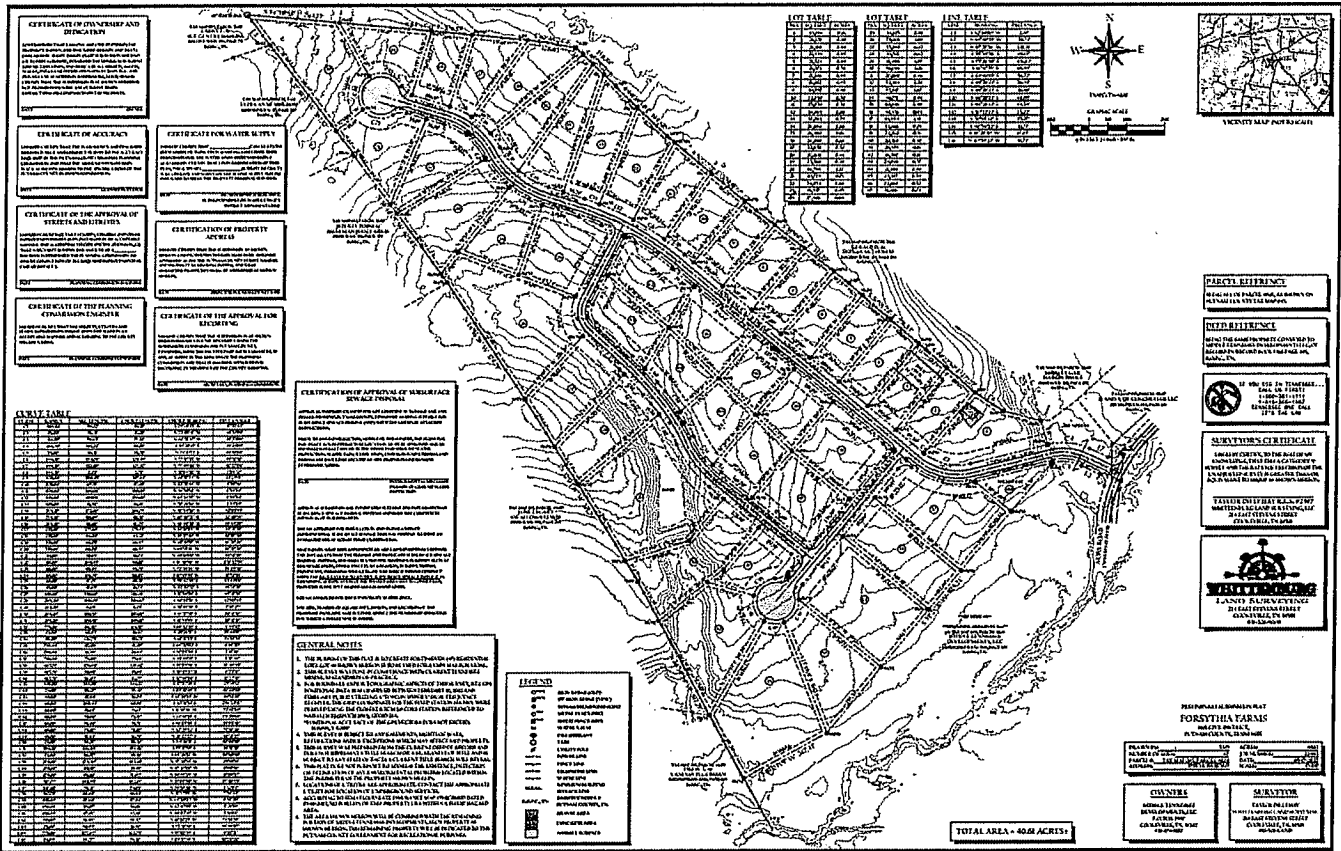
**H. MARGARET ROSE PROPERTY, WIGGINS SURVEYING**

Adjusted the lines between parcels 091-065.04- and 091-065.00 on Center Hill Dam Rd.

**ITEM 8: SUBDIVISION PLATS:**

**A. REVISED FORSYTHIA FARMS PRELIMINARY PLAT, WHITTENBURG SURVEYING**

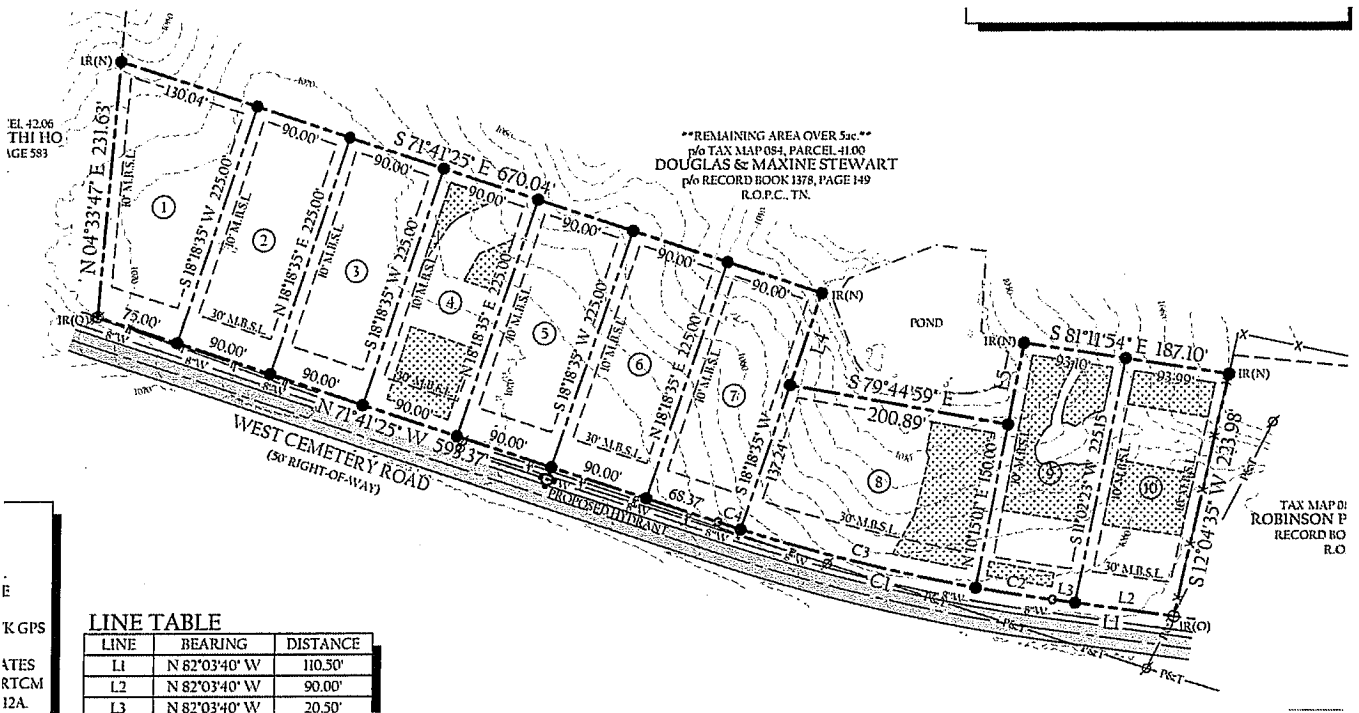
This revised subdivision plat will create 47 lots on 40.61 acres on Moss Road. There are 3 proposed new roads and 7 fire hydrants within the proposed development. There will be one entrance to the subdivision. They are reserving 6 acres at the entrance and are considering dedicating it to the county for a park area.



Planning Director Rush stated that he was ok with the revised plat, but based on pictures of the area during a recent heavy rain, that a note may need to be on the final plat stating that lots may be subject to flash flooding during heavy rains. Planning Commission Engineer Rinks stated that he had talked to the project's civil engineer and that they had designed the roads with respect to the potential for flash flooding. Mike Atwood moved to approve the revised preliminary plat. Motion was seconded and approved unanimously.

**B. HEATHWOOD SOUTH SUBDIVISION FINAL PLAT, WHITTENBURG SURVEYING**

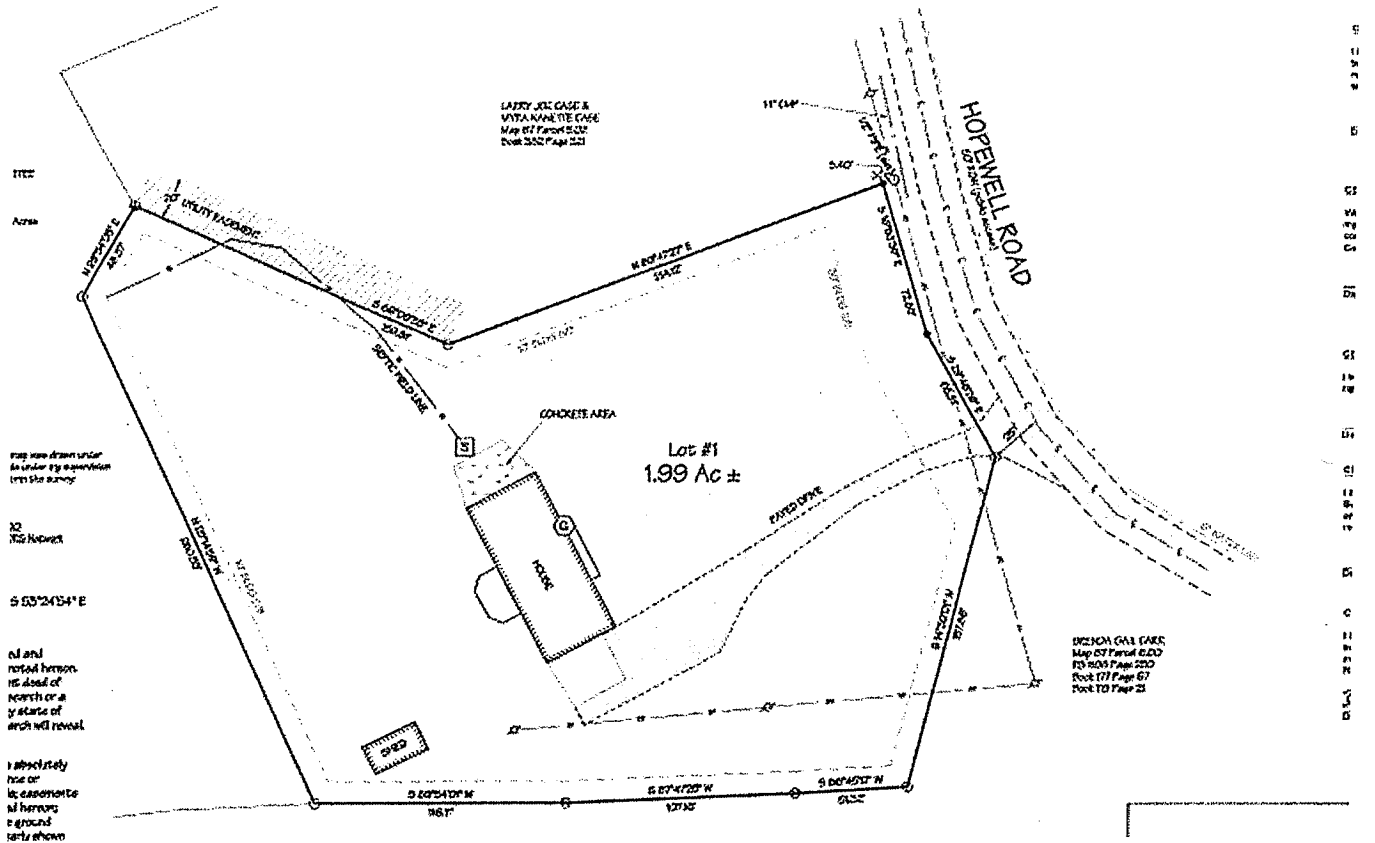
This plat is to create 10 lots (ranging from 0.47 ac to 0.70 ac) on West Cemetery Road from parcel 084-041.00. There will be over 5 acres remaining that is accessed from Heathwood West Dr. One new fire hydrant was required and is between lots 5 and 6. There is an existing fire hydrant on this side of West Cemetery Road at the Long Lane intersection, approximately 350 feet to the east. Developer is Doug Stewart.



Fire hydrant has been installed and soils done. Developer stated that he had contacted the USPS office about the location of the required cluster box unit (CBU) but that he had not gotten a response. A certificate was added and signed by the developer stating that he was aware of the USPS requirement and working to get the location finalized. The water pressure certification was missing from the plat. Mike Atwood moved to approve the final plat subject to the addition of the missing plat certificate. Motion was seconded and approved unanimously.

**C. EUDA KATE SHANKS PROPERTY FINAL PLAT, VICK SURVEYING**

This plat is to create one 1.99 acre lot from 087-005.00 on Hopewell Rd. A small portion of the septic system field lines crosses the property line with an adjoining parcel. They have obtained an easement for that portion. The field lines curve and cross into parcel 087-005.02 before returning into this proposed lot.

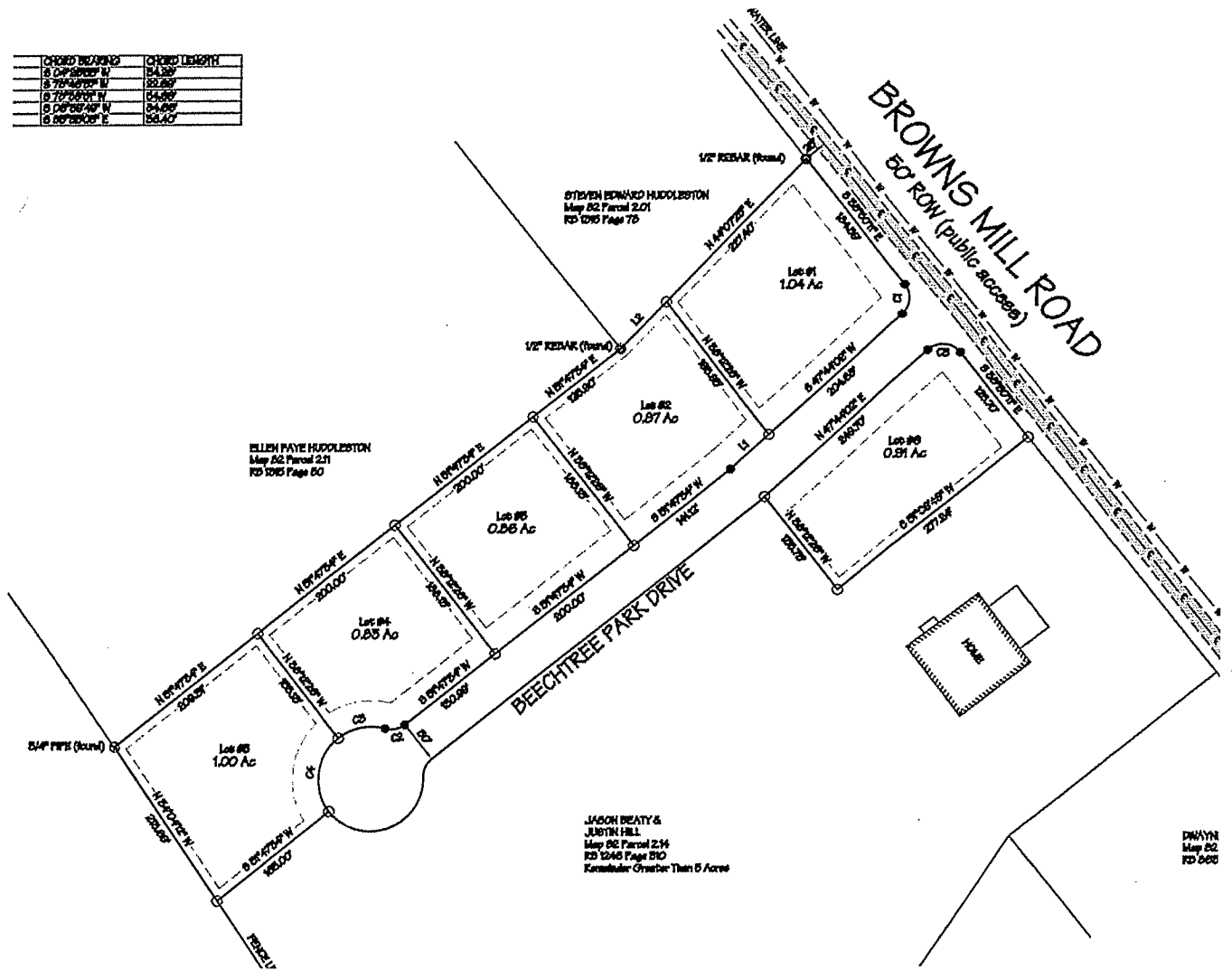


The easement as shown needs to be recorded and the recording information placed on the plat. Dale Moss moved to approve the plat subject to the easement being recorded and the recording information being added to the plat. Motion was seconded and approved unanimously.

**D. BEECHTREE PARK SUBDIVISION PRELIMINARY PLAT, VICK SURVEYING**

This plat is to create 6 lots (ranging from 0.83 ac to 1.04 acre on Browns Mill Road from parcel 082-002.14. There will be over 5 acres remaining with a house. The preliminary plat contains on new road which will be used to access four of the six lots. Lots one and six both front on Browns Mill Rd. and the new street, Developer is Justin Hill.

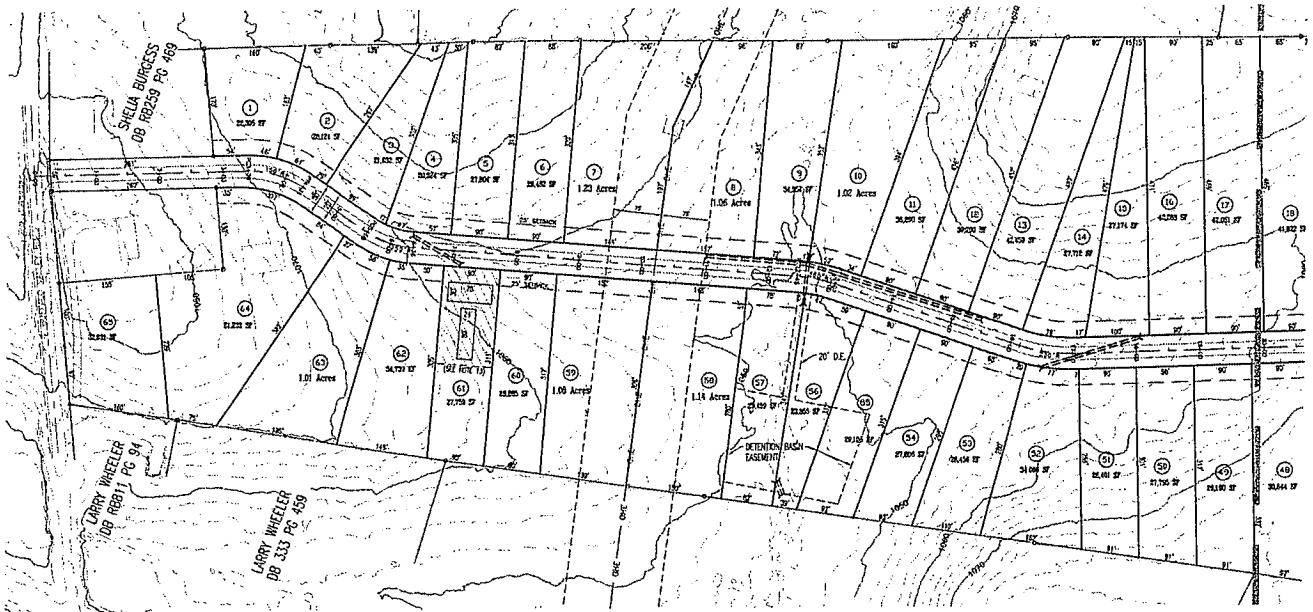
CHORD BEARING	CHORD LENGTH
S 89°45'00" W	54.389
S 79°45'00" W	80.889
S 79°45'00" W	64.889
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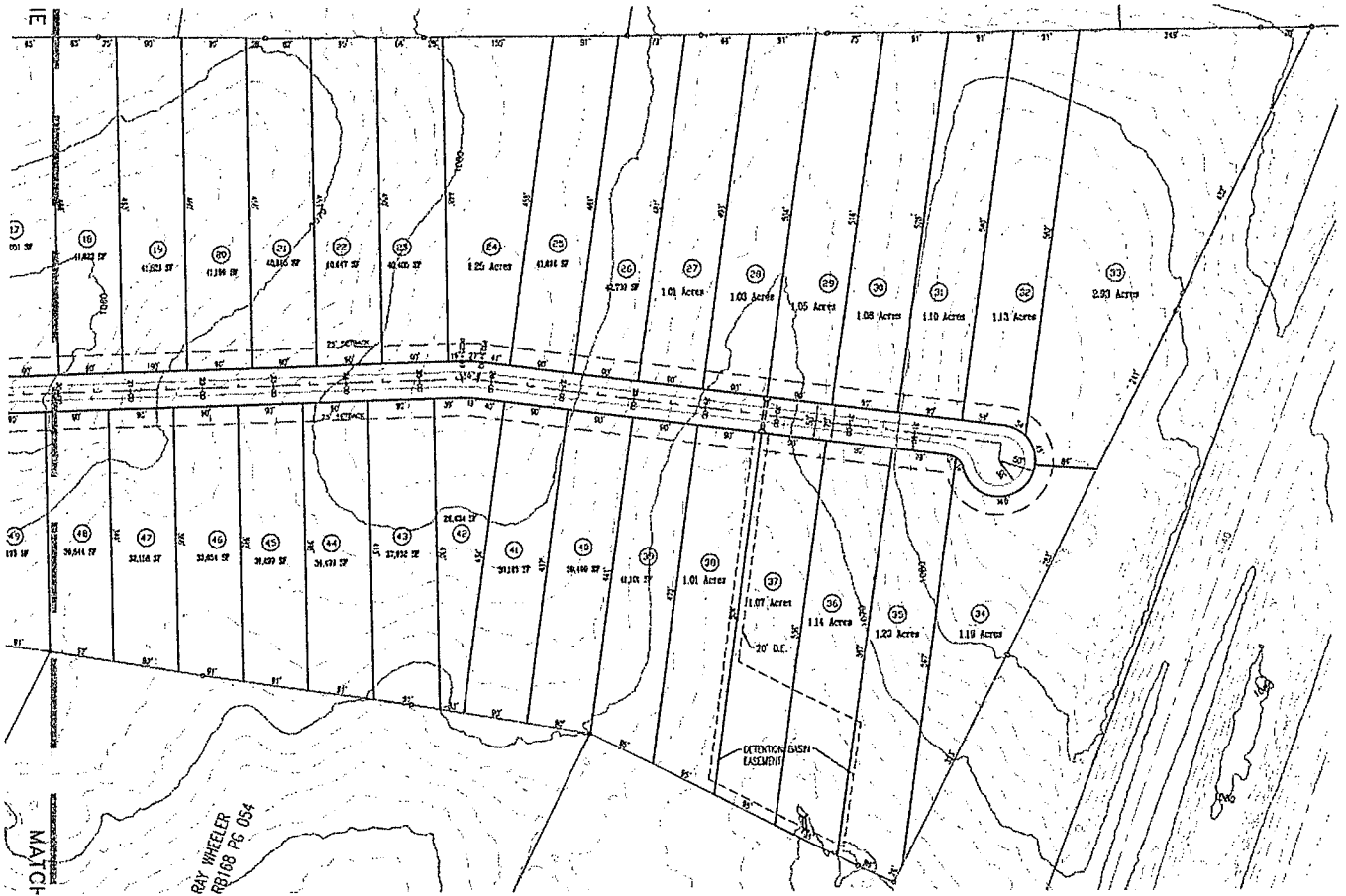


This site is located just outside of the municipal boundary of Cookeville. Staff noted that there could be drainage issues and a potential issue with the road as it appeared to be under construction already. Justin Hill said that they have taken dirt from the new county fairground, expo center, and the new FedEx facility sites and put down rock along the proposed road to be able to move the dirt and remove trees in the property. He stated that the lots have been soil mapped by a soil scientist and will have the septic areas along the rear lines of the lots (along the Huddleston lot lines). Mr Hill stated that these will be commercial lots as there is a cabinet shop, not a house, on the remaining acreage. It was recommended that the Developer retain an Engineer to assist with the road and drainage. Mike Atwood moved to approve the preliminary plat subject to a Plan and Profile of the road and the developer working with staff to resolve the drainage and road issues before the final plat is submitted. Motion was seconded and approved unanimously with Dale Moss abstaining.

**E. CANE CREEK FARMS SUBDIVISION PRELIMINARY PLAT, BATSON, HIMES, NORVELL & POE SURVEYING**

This plat is to create 65 lots (ranging from 20,324 SF to 2.93 ac on Buffalo Valley Rd from parcel 055-095.00. One new road is proposed street that ends in a cul-de-sac. Said road will exceed 1200 feet in length. Plan and profile has been submitted. Developer is McNabb Family Properties.





Peter Medlyn stated that these will all be single family homes. They have engineered drainage basins and sediment ponds and those have been approved by Tennessee Department of Environment and Conservation (TDEC) and are reflected on the plat. The drainage easements and retention areas as well as the cluster box units required by the USPS will be maintained by a home owners association. He stated that he is working with Double Springs Utility on upgrading the water line on Buffalo Valley Road from a 4-inch line to a 6-inch or larger. A minimum of 4 fire hydrants will be required. Phil Wilbourn stated that in the past, we have required a cul-de-sac turnaround every 1200 feet on streets longer than 1200 feet. Sight distance appeared acceptable and Mr. Medlyn stated their engineer had confirmed the sight distance. Jim Martin moved to approve the preliminary plat subject to adequate water supply for domestic use and fire protection and the addition of a cul-de-sac turnaround every 1200 feet along the proposed road with a variance on cul-de-sac length. Motion was seconded and approved unanimously.

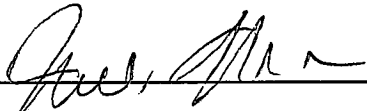


**ITEM 9: STAFF REPORTS**

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- 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

7-9-2022  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date