

**MINUTES**  
**PUTNAM COUNTY REGIONAL PLANNING COMMISSION**  
**NOVEMBER 2, 2021**

The Putnam County Regional Planning Commission met on November 2, 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, Jim Martin, David Mattson, Ted McWilliams and Phil Wilbourn. Ron Williamson was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Taylor Dillehay of Whittenburg Surveying, Ron Brown, Jim Herrin of the Herald-Citizen and Betsy Scarisbrick of Stonecom Radio.

**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 NOVEMBER 2, 2021 AGENDA**

Jeff Jones moved to approve the agenda for the November 2, 2021 meeting. Motion was seconded and approved unanimously.

**ITEM 3: MINUTES OF THE OCTOBER 5, 2021 MEETING**

Ted McWilliams moved to approve the October 5, 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.
- **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.

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

**Willow Estates- Jackie Schubert (\$130,000 Money Order for Knox Ln, Jack Dr, Katie Cir, and Sunbright Cir extension) - Final plat approved 10/5/2021, expires 4/25/2022**

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

**ITEM 7: ADMINISTRATIVELY APPROVED PLATS**

**A. JORDAN & REBEKAH FITZPATRICK DIVISION, WHITTENBURG SURVEYING**

Created one 2.00-acre parcel from 038-030.02 on Claude Loftis Rd. with over 5 acres remaining.

**B. PHILLIP & RENA MOSES DIVISION, WHITTENBURG SURVEYING**

Created one 0.98 acre parcel from 085-004.01 on Academy Rd. with over 5 acres remaining.

**C. TAYSE & JENNINGS DIVISION, WHITTENBURG SURVEYING**

Created one 2.18-acre parcel from 095-024.00 on Burgess School Rd. with over 5 acres remaining.

**D. KEVIN & SHERRI ALLEN DIVISION, WHITTENBURG SURVEYING**

Created one 2.5-acre parcel from 010-037.00 on Hill Rd. with over 5 acres remaining.

**E. GEO MASSA DIVISION, WHITTENBURG SURVEYING**

Created one 4.69-acre parcel from 112-089.00 on Old Mill Rd. with over 5 acres remaining.

**F. CLEMONS, KESLER, & DAVIS DIVISION, WHITTENBURG SURVEYING**

Line adjustment between parcels from 114-003.00 & 114-004.00 on Clemons Ridge Rd.

**G. STEELE & WHITLEY DIVISION, WHITTENBURG SURVEYING**

Line adjustment between parcels from 055B-C-005.01 & 055B-C-005.02 on Westgate Rd.

**H. W.W. JUDD DIVISION, WHITTENBURG SURVEYING**

Line adjustment between parcels from 055C-A-015.00 & 055-037.00 on Double Springs Rd.

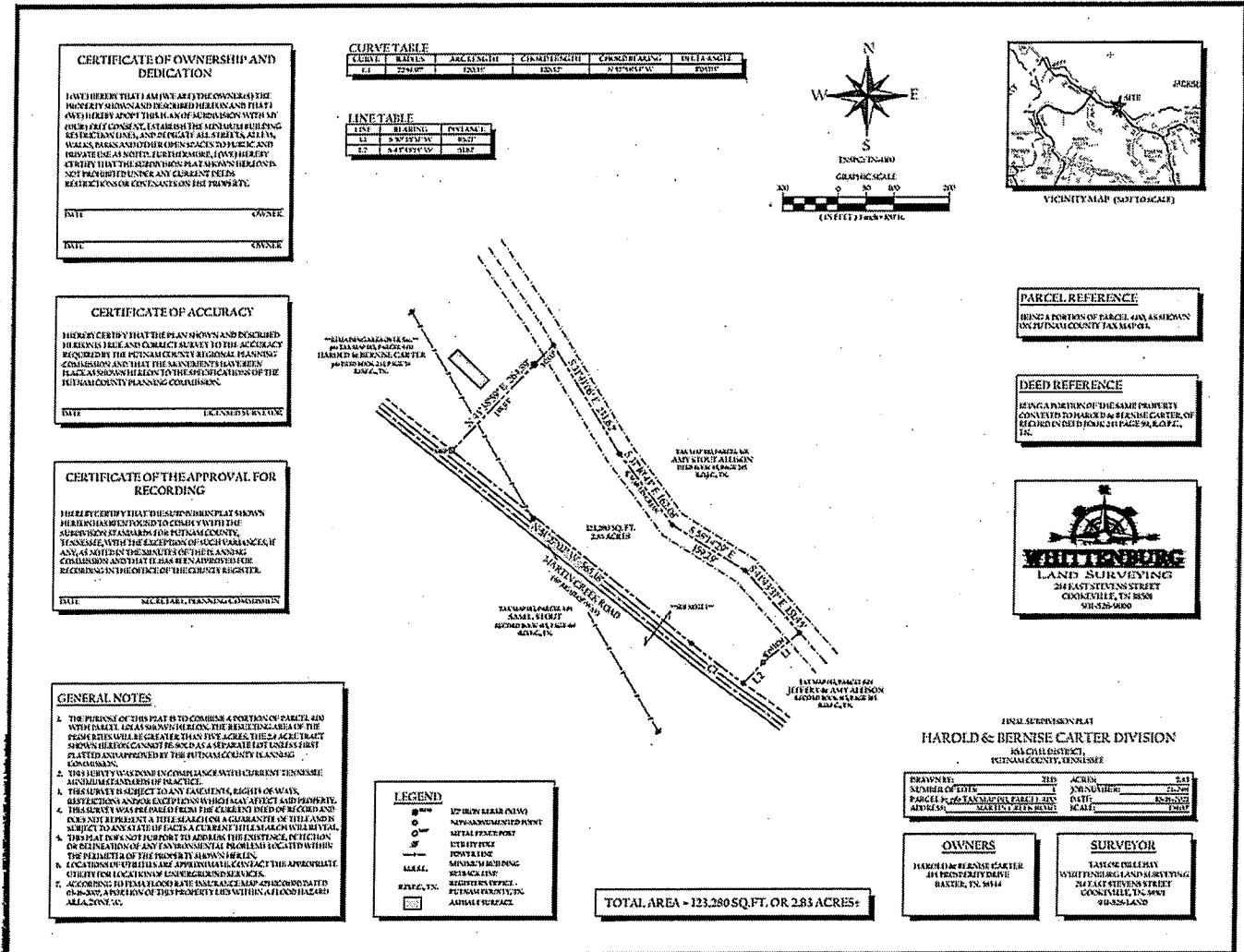
**I. GLEN OAKS PHASE I DIVISION, WHITTENBURG SURVEYING**

Single lot (Lot #10) with existing utilities and road frontage from Glen Oaks subdivision, preliminary plat approved 6/1/2021.

**ITEM 8: SUBDIVISION PLATS:**

**A. HAROLD AND BERNISE CARTER FINAL PLAT, WHITTENBURG SURVEYING**

This plat is to take 2.83-acres from a 20-acre tract (parcel 013-004.00) owned by the Carter's and combine it with 013-004.01 (95-acres), owned by Sam Stout. Both parcels are on Martin Creek Road and will both remain over 5 acres but are on opposite sides of the street. No public utility water is provided in the area. All properties are on wells. This 2.83-acres is in the flood zone. The only reason Mr. Stout is purchasing this is to get power ran to his property on the other side of Martin Creek Road.

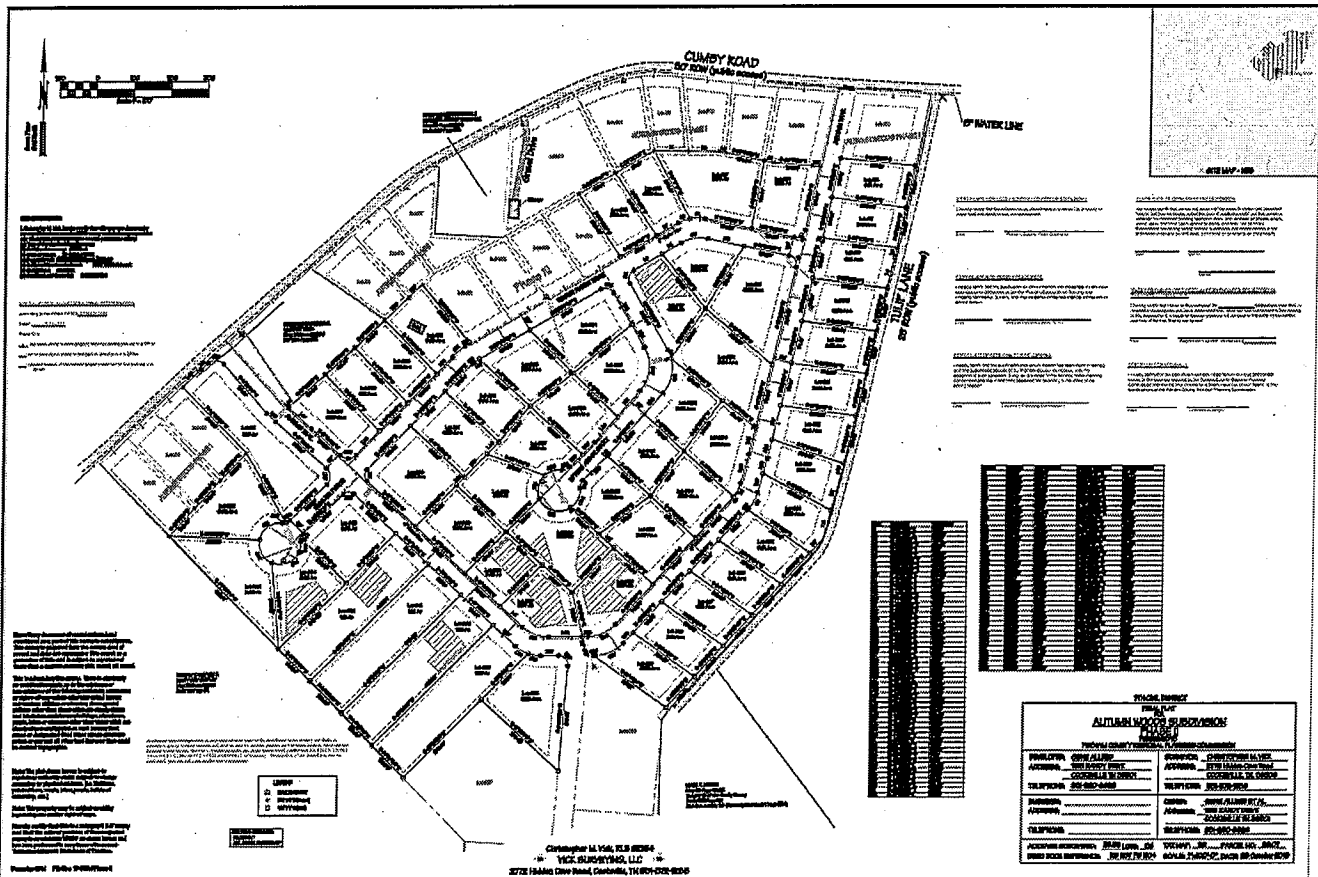


Planning Director Rush and Planning Commission Engineer Rinks questioned the need for this as the stated purpose was to buy this so that electric could be run to the farm on the other side of the road. Taylor Dillehay stated that they are going to buy the lot because UC EMC wanted to move the power lines and add three new poles to serve the farm across the street but the current owner did not want to do an easement.

Mike Atwood moved to approve the final plat as presented. Motion was seconded and approved unanimously.

### B. AUTUMN WOODS SUBDIVISION PHASE II FINAL PLAT, VICK SURVEYING

This final plat for the second phase of Autumn Woods subdivision off of Cumby Road. It contains a total of 56 lots, lot #4 (which was not part of Phase I due to soil work still be done at the time), lot #16-29, #58-70, and #75-102. Lots #71-74 have been moved into Phase III due to more soil work being required on these 4 lots. This phase required several new streets to be constructed. Autumn Trail loops off Cumby Road and connects back into Cumby Road. Winter Haven Dr will circle between one end of Autumn Trail and the other end of Autumn Trail. There are a couple of cul-de-sacs, Spring Arbor Court off of Winter Haven Drive, and Summer Pointe off Autumn Trail at Winter Haven Dr. Phase IV will be a cul-de-sac off Winter Haven Drive extending to the south. The Developers Ron Brown and Gene Alred are going to submit separate letters of credit to cover the rest of the road. Patrick Rinks calculated the amount of the total surety to be \$250,000. Mr. Brown and Mr. Alred have submitted a letter of credit for \$125,000 each. We will hold both letters of credit until the road is completed. In the case of default, we would cash in both at the same time.



Planning Director Rush informed the planning commission that the rock base for the roads has not been installed. Ron Brown stated that the weather had been an issue for them and that as soon as the weather permitted, the rock would be installed. Mr. Brown stated that UCEMC is waiting on final approval to start installation of the electric lines. This has not been a requirement in the past and was not required at Willow Estates, approved in October. Staff noted there are a few things that need to be corrected/added to the plat. Drainage easements are needed along several lots and should follow the contour along these major drains. Also, the fire hydrants need to be checked to make sure they are in the right location on the plat. One area along Spring Arbor Ct had standing water that will need to be addressed (specifically on lots 95, 79, 82, & 102). The east entrance of Autumn Trail will need to be reworked to lower the tile by several inches. Ron Brown stated that

he would like to get final approval subject to the base stone being installed and the other corrections mentioned by staff.

Staff stated that final plat approval usually occurs after 4-inches of rock has been installed on the road with guarantee instruments submitted to cover the rest, but in this case, the plat will not be signed until the rock has been installed and other conditions met.

Mike Atwood moved to approve the plat subject to the following conditions: 4-inches of rock base being installed on the roads per subdivision regulation specifications, the installation of electric lines to serve the subdivision, addressing the issue of standing water along Spring Arbor Ct on lots 95, 79, 82, & 102 and tile at east entrance, addition of required plat certificates that were missing, correction of location of fire hydrants on the plat, field verification of all drainage easement locations and all plat signatures. Motion was seconded and approved unanimously.

**ITEM 9: STAFF REPORTS**

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: Mr. Rush stated that Ron Williamson has resigned from the planning commission. Mr. Williamson cited being appointed to the Cumberland Cove HOA as his reason for resigning. Members were encouraged to suggest someone from the Monterey area to replace Mr. Williamson.
- Report from other Members: None

**ITEM 10: ADJOURNMENT**

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

  
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 Chairman

\_\_\_\_\_  
Date

  
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 Secretary

12-7-21  
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 Date