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Highlands Planning Department

Serving: Putnam County and the town of Monterey

Kevin Rush, Planning Director

67 South Elm Ave. Cookeville, TN 38501

Tel: (931) 372-0070 Fax: (931) 372-0071

Kevin.rush@putnamcountyttn.gov

AGENDA

PUTNAM COUNTY REGIONAL PLANNING COMMISSION

OCTOBER 13, 2026

The Putnam County Regional Planning Commission meeting will be October 13, 2026, at the Cookeville Community Center, located at 240 Carlen Dr, Cookeville at 5:30 PM.

ITEM 1: CALL TO ORDER AND ROLL CALL.

ITEM 2: APPROVE OCTOBER 13, 2026 AGENDA.

ITEM 3: MINUTES OF SEPTEMBER 8, 2026 MEETING

ITEM 4: REVIEW OF APPROVED PLATS

- **Hwy 70 Baxter Sketch Plat**, Legacy South. Conditional concept approval 05/14/2024.
- **Cane Creek Farms at Window Cliff Subdivision Phase II**, Vick Surveying. Conditional preliminary approval 05/14/2024.
- **Scott Farm Concept Plan**, M2 Group. Conditional approval 08/13/24.
- **Revised Horizon Hills Preliminary Plat**, Vick Surveying. Conditional approval 03/11/25.
- **The Reese Subdivision Preliminary Plat**, Clinton Surveying. Conditional approval 05/13/25.
- **Town Creek Subdivision Preliminary Plat**, Maples Surveying. Conditional approval 07/08/25.
- **Trinity Trace Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 01/16/2026.
- **Spring Valley Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 02/10/2026.
- **Dale Lane Estates Preliminary Plat**, Whittenburg Surveying. Conditional approval 06/09/2026.

ITEM 5: ACCEPTANCE OF NEW STREETS:

- A. Road(s) with submitted documentation (ready for acceptance)
 - a) None
- B. Road(s) awaiting completion and/or documentation (NOT ready for acceptance)
 - a) Overlook @ the Waterfalls

___ David Mattson (C)
___ Jim Martin

___ Terry Randolph (V-C)
___ Ted McWilliams

___ Dale Moss (Sec)
___ Robert Riddle

___ Adam Johnson
___ Phil Wilbourn

___ Jeff Jones
___ Patrick Rinks



Highlands Planning Department

Serving: Putnam County and the town of Monterey

- i) Waterfall Drive
- ii) Misting Way
- iii) Kayak Loop
- b) The Grove Subdivision
 - i) Reed Lane

ITEM 6: OUTSTANDING LETTERS OF CREDIT:

- The Grove Subdivision
 - Roads: \$65,000 on Wilson Bank, LOC # 1832 Exp 6/2/27
- Overlook @ The Waterfalls Subdivision
 - Roads: \$270,000 on OneBank, LOC # 2026-640 Exp 6/17/27
 - Electric: \$301,882 on OneBank LOC # 2026-641 Exp 6/17/27

ITEM 7: ADMINISTRATIVELY APPROVED PLATS:

A. FINAL PLAT: K AND E PROPERTY ON BUCK MOUNTAIN, VICK SURVEYING

Boundary line adjustment between parcels 042-078.00 and 0472-076.03 on Buck Mountain Road.

B. FINAL PLAT : KIRBY ESTATE DIVISION, MAPLES SURVEYING

Divided one 6.974-ac tract on Glade Creek Road, specifically parcel 133-033.00, into two lots, 2.199-ac and 4.775-ac.

C. FINAL PLAT: LOT LINE REVISIOIN OF LOT 4A AND PART OF LOT 4 OF THE REDIVISION OF LOT 4 CHIMNEY SPTINGS SUBDIVISION, VICK SURVEYING

Revised boundary between parcels on Chimney Springs Rd, specifically parcels 025-022.14 and 025-022.06.

D. FINAL PLAT: BEN SMITH DIVISION, VICK SURVEYING

Adjusted the boundaries between parcels 039-072.00 and 039-072.02 on Thomas Road. Parcel 039-072.02 was made over 5 acres and parcel 0398-072.00 was reduced to 1.25-ac.

E. FINAL PLAT: MIDDLEBROOK AND MIDDLEBROOK LOT LINE ADJUSTMENT – WHITTENBURG SURVEYING

This plat is to adjust the boundary between two lots off of Vivian Dr., specifically parcels 039-064.10 and 039F-C-007.00.



Highlands Planning Department

Serving: Putnam County and the town of Monterey

ITEM 8: SUBDIVISION PLATS (PDF OF EACH PLAT ATTACHED):

A. FINAL PLAT: STOCKTON DIVISION - VICK SURVEYING

Public Comments:

This plat was presented in December 2019 but withdrawn. This is from the December 2019 minutes:

This is to divide one 1.96 acre lot (parcel 027-057.00) on Fisk Road into two lots. The lots currently share a driveway on the north side of the existing lot. There will be a house on each lot. Lot 1 will be 0.46 acres. Lot 2 will be a flag lot behind lot 1 and will be 1.50 acres. The pole portion of lot 2 will be within 2 feet (1.4 feet surveyed) of the existing house on lot 1. During discussion of moving the access to the southern portion line of the lots, it was noted that the house on lot 1 was going to be demolished. Staff recommended to the developers that they finalize the plans and if the house is demolished, then bring the plat back to the planning commission. The developers agreed to withdraw the plat. No action was taken.

PUTNAM COUNTY & MONTEREY PLANNING DEPARTMENT
SERVING PUTNAM COUNTY, TN & MONTEREY, TN
EST. 1842 & 1893
TENNESSEE

Highlands Planning Department

Serving: Putnam County and the town of Monterey

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STOCKTON SUBDIVISION

LOT 1: 0.46 AC

LOT 2: 1.50 AC

LOT 3: 1.50 AC

LOT 4: 1.50 AC

LOT 5: 1.50 AC

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Highlands Planning Department

Serving: Putnam County and the town of Monterey

It was a proposed flag lot with the pole being along an existing driveway on the north side of the parcel ([027-057.00](#)). They have now decided to resubmit the plat with the pole on the south side of the parcel. There are a couple of sheds on the proposed lot 1 that are to be removed. There are no proposed easements on the exiting driveways. The width of the flag pole is 22.32-ft which will require a variance from the 25-ft minimum width.

B. FINAL PLAT: SPRING VALLEY SUBDIVISION - VICK SURVEYING

Public Comments:

This final plat contains 5 lots from parcel [063-113.00](#) on Elmore Town Road. The preliminary plat showed 8 lots but they lost 3 lots due to soils. There is only a 2-inch water main, so the developer is requesting to use fire suppression sprinkler systems instead of fire hydrants. The required fire sprinkler note is on the plat.

C. PRELIMINARY PLAT: TED AND DORIS ROBERTS – VICK SURVEYING

Public Comments:

This plat is for 4 lots (0.92-ac each) on Pippin Road, specifically parcel [039-021.03](#). The lots range from 0.50-ac to 1.39-ac. Lot 4 is oddly shaped as the lot has approximately 1000-ft of road frontage, but one end of the lot tapers off to a maximum depth of 11.95-ft. The other end of the lot is approximately 191-ft deep with a buildable area there. There is a 2" water line along this section of Pippin Road. They are requesting to be allowed to use fire suppression sprinkler systems in each home.

D. FINAL PLAT: DEGROAT SUBDIVISION LOT LINE ADJUSTMENT – WHITTENBURG SURVEYING

Public Comments:

This plat is to adjust the property line between parcels [055-038.04](#) and 055-038.00 on Double Springs Rd.



Highlands Planning Department

Serving: Putnam County and the town of Monterey

ITEM 9: OTHER BUSINESS

ITEM 10: STAFF REPORTS

- Report from Chairman:
- Report from Planning Commission Engineer
- Report from Planning Director:
- Report from other Members

ITEM 11: ADJOURNMENT

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
SEPTEMBER 8, 2026

The Putnam County Regional Planning Commission met on September 8, 2026, at the Cookeville Community Center at 5:30 PM.

Members present: Chairman David Mattson, Vice-Chairman Terry Randolph, Secretary Dale Moss, Adam Johnson, Jeff Jones, Ted McWilliams, Robert Riddle, Phil Wilbourn

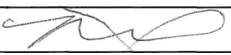
Members absent: Jim Martin

Staff present: Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks

Others present: Stephen Raper of Vick Surveying, Allen Maples of Maples Surveying, Christy Wagner, James Maxwell, Garry Flatt, Todd Bird. There were two unreadable names on the sign

in sheet.

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ITEM 1: CALL TO ORDER AND ROLL CALL.

Chairman David Mattson called the meeting to order after a quorum was established.

ITEM 2: APPROVE SEPTEMBER 8, 2026, AGENDA.

The agenda was approved by mutual consent of the board.

ITEM 3: MINUTES OF AUGUST 11, 2026, MEETING

Terry Randolph moved to approve August 11, 2026, meeting minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PLATS

- **Hwy 70 Baxter Sketch Plat**, Legacy South. Conditional concept approval 05/14/2024.
- **Cane Creek Farms at Window Cliff Subdivision Phase II**, Vick Surveying. Conditional preliminary approval 05/14/2024.
- **Scott Farm Concept Plan**, M2 Group. Conditional approval 08/13/24.
- **Revised Horizon Hills Preliminary Plat**, Vick Surveying. Conditional approval 03/11/25.
- **The Reese Subdivision Preliminary Plat**, Clinton Surveying. Conditional approval 05/13/25.
- **Town Creek Subdivision Preliminary Plat**, Maples Surveying. Conditional approval 07/08/25.
- **Trinity Trace Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 01/16/2026.
- **Spring Valley Subdivision Preliminary Plat**, Vick Surveying. Conditional approval 02/10/2026.

- **Dale Lane Estates Preliminary Plat**, Whittenburg Surveying. Conditional approval 06/09/2026.

ITEM 5: ACCEPTANCE OF NEW STREETS:

- A. Road(s) with submitted documentation (ready for acceptance)
 - a) None
- B. Road(s) awaiting completion and/or documentation (NOT ready for acceptance)
 - a) Overlook @ the Waterfalls
 - i) Waterfall Drive
 - ii) Misting Way
 - iii) Kayak Loop
 - b) The Grove Subdivision
 - i) Reed Lane

ITEM 6: OUTSTANDING LETTERS OF CREDIT:

- The Grove Subdivision
 - Roads: \$65,000 on Wilson Bank, LOC # 1832 Exp 6/2/27
- Overlook @ The Waterfalls Subdivision
 - Roads: \$270,000 on OneBank, LOC # 2026-640 Exp 6/17/27
 - Electric: \$301,882 on OneBank LOC # 2026-641 Exp 6/17/27

ITEM 7: ADMINISTRATIVELY APPROVED PLATS:

A. HAROLD & JOYCE FLATT DIVISION FINAL PLAT, MAPLES SURVEYING

Created one 1.498-ac lot on Kirby Lane specifically parcel from parcel 082-004.05 with more than 5-ac remaining.

B. NOAH MASON DIVISION FINAL PLAT, VICK SURVEYING

Created one 1.11-ac lot on Slim Bray Road, specifically parcel from parcel 084-100.03 with more than 5-ac remaining.

C. GREG FRIZZELL & RAY JOHNSON PROPERTY FINAL PLAT, VICK SURVEYING

Created one 0.58-ac lot on Gainesboro Grade across from Hobert Road specifically parcel from parcel 017-046.01 with more than 5-ac remaining.

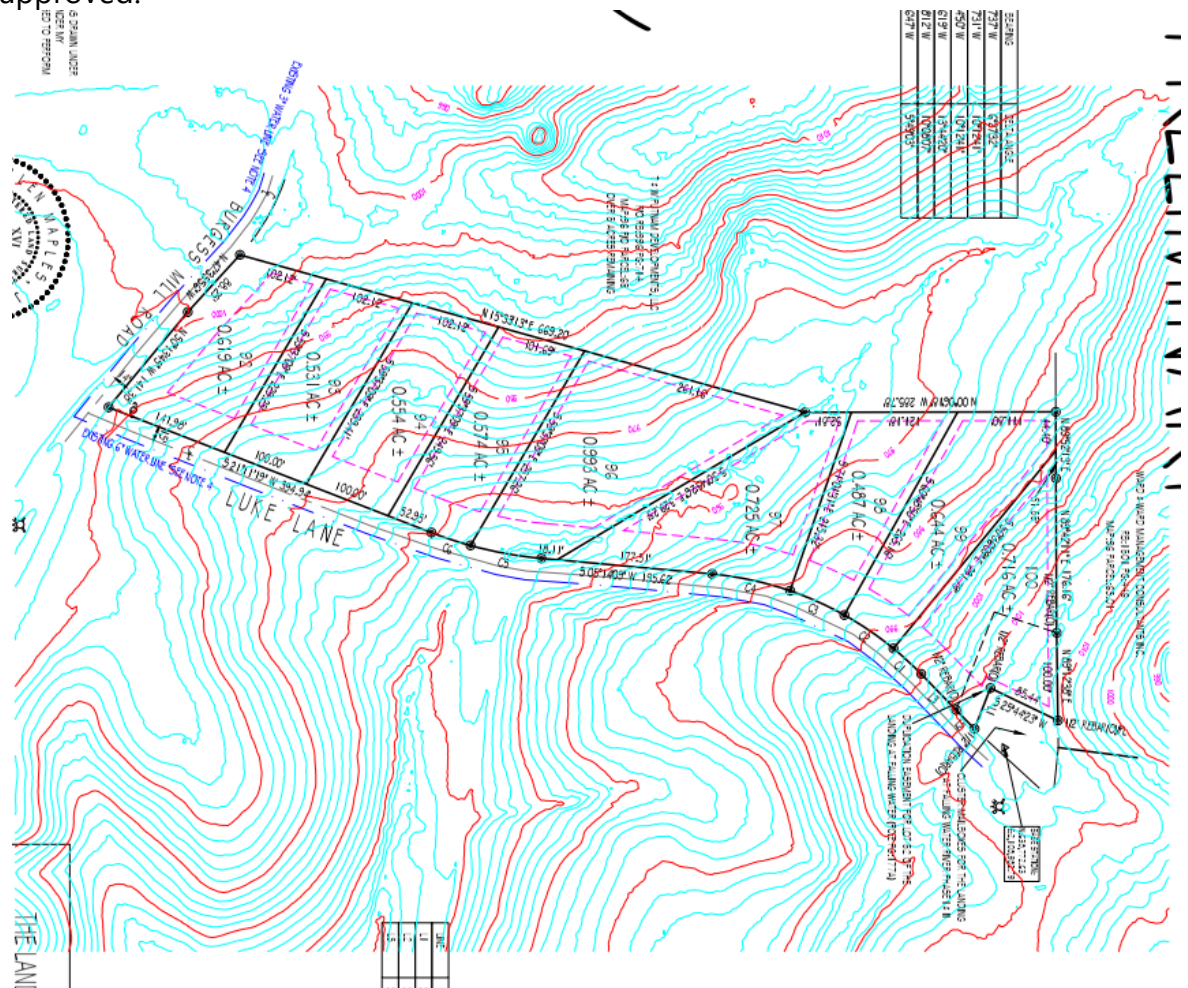
ITEM 8: SUBDIVISION PLATS (PDF OF EACH PLAT ATTACHED):

A. THE LANDING AT FALLING WATER PHASE 2 PLAT - MAPLES SURVEYING

Public Comments: None

This plat is for 9 lots on 5.8-ac on Luke Lane, specifically parcel [096-065.00](#). Lots will range from 0.487-ac to 0.993-ac. There are two existing fire hydrants that were installed for phase 1 of The Landing at Falling Water. The cluster box units for phase 1 are at the northern end of this tract. Lots are numbered 92-100. Lots 95 & 96 appear to be more than 500 feet from the existing hydrants. Remainder of the property will be more than 5 acres.

Planning Director Rush said that during a site visit, a fire hydrant was located on Thompson Creek Lane that may cover the two lots. Allen Maples stated that soils were not back yet and the Cluster Box Units shown are for phase 1 but they will add more for this phase. Staff reported a drainage easement would be required along the drain between lots 96 and 97. Terry Randolph moved to approve the preliminary plat, subject to adding the hydrant to the plat and soils. Motion was seconded and unanimously approved.

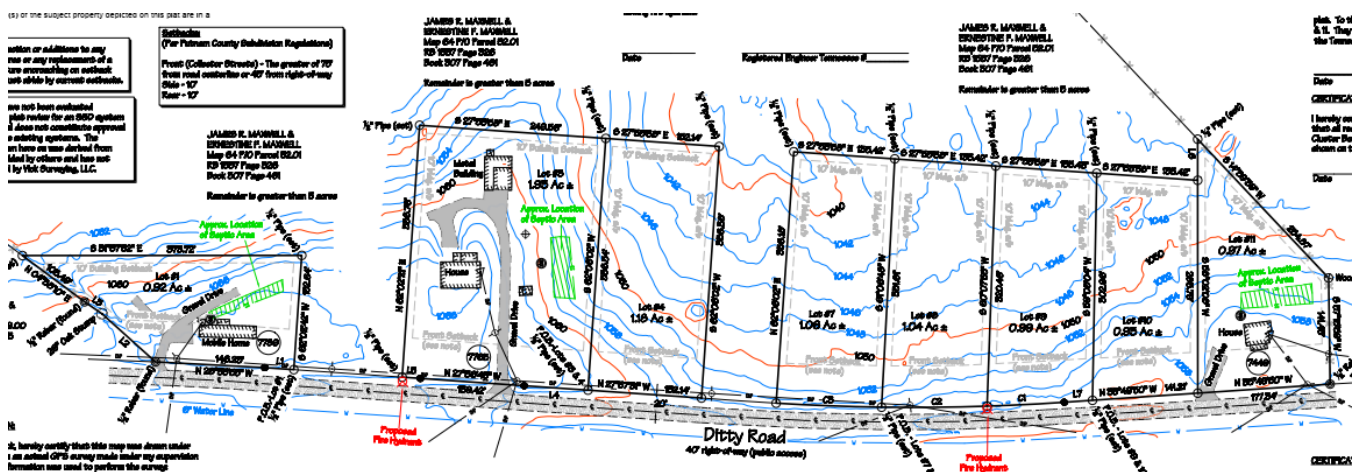


B. JAMES R. & ERNESTINE F. MAXWELL PROPERTY PRELIMINARY PLAT - VICK SURVEYING

Public Comments: None

This plat is for 8 lots on 9.02-ac on Ditty Road, north of Academy Road, specifically parcel [064-022.01](#). The lots are numbered 1, 3, 4, 7, 8, 9, 10, 11. There are gaps where lots 2, 5, and 6 would be located along the road frontage, presumably for large tracts (5.0+ ac). Preliminary plat shows two proposed fire hydrants.

Several existing structures to remain are in the setback. Stephen Raper stated that the water line switches sides if the road, but Baxter Water was not sure of that exact location. Subsequently, the fire hydrant shown at lot 3 will be moved to the other side of the Ditty Road. Planning Commission Engineer Rinks stated was a drain tile under Ditty Road approximately in the middle of lot 7. Planning Director Rush stated that there was not a pronounced drain, so no drainage easement would be required, it just needs to be shown on the plat. Ted McWilliams moved to approve the preliminary plat with variances on the structures encroaching into the setbacks, installation of the proposed fire hydrants, showing the tile, and septic approval. Motion was seconded and passed unanimously.



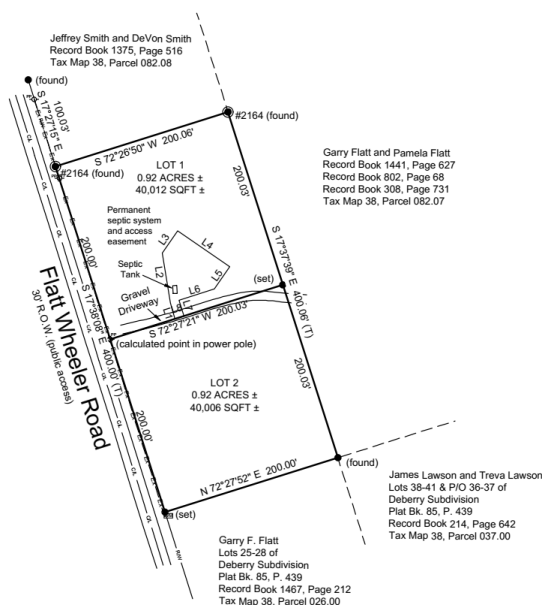
C. LOTS 1 & 2 OF THE GARRY FLATT DIVISION FINAL PLAT – WILLETT MOUNTAIN SURVEYING

Public Comments: None

The plat was withdrawn last month as the owner could not attend the meeting. This plat is for 2 lots (0.92-ac each) on Flatt Wheeler Road, specifically parcel [038-082.00](#). There is an existing septic system on 1 that the developer would like to use for lot 2.

Garry Flatt stated that the proposed house is for his daughter and the old home place was destroyed by the tornado in 2020. He further stated that no other houses would be built on the lots (implying lot 1 would remain vacant) and the septic area depicted on the plat is their best approximation of the field lines. Planning Director Rush questioned the need to subdivide the parcel if there was not going to be any further development. Mr. Flatt stated that he has a son as well. Planning Director Rush recommended against the plat considering there are ways to subdivide that do not require the septic to be on an easement on the other.

After some discussion with regard to soil testing each lot, Robert Riddle moved to approve subject to lot 1 being soil tested and TDEC approval for primary and reserve septic on lot 1 on lot 1, soil testing and TDEC approval of a septic area as a reserve for lot 2 to be on lot 2, and the addition of a plat note stating (exact wording to be determined by staff) "The septic easement shown on lot 1 is only for the continued use of the existing system. If the existing system fails or needs repair, a new system must be installed in the soils area of lot 2.", and all plat signatures. Motion was seconded and unanimously approved.



D. TODD BIRD PROPERTY FINAL PLAT – VICK SURVEYING

Public Comments: None

This plat contains two existing parcels (112-066.02 and [112-065.00](#)) on Old Baxter Road at Cookeville Boatdock Road. The plat divides parcel 112-065.00 into one 0.47-ac lot (lot 2) with an existing house and one 1.51-ac lot (lot 3) with storage units on it. There is a note that restricts the use of lot 3 to uses that do not require septic as the lot has been cut and filled and septic approval for that lot is unlikely. Lot one (parcel 112-066.02) is a lot of record that they are just adding 0.05-ac to make it 0.26-ac.

Stephen Raper stated that lot 1 is an old nonconforming parcel that they are just making a little bigger to meet regulations, lot 2 is a conforming lot, and lot 3 has the following issues: a setback violation and no septic system with the issuance of a septic permit highly unlikely as the lot has been cut and filled extensively for the storage units. The plan is for the building and structure on lot 1, which also violate the setback, to be a business. There is a plat note restricting lot 3 to uses not requiring septic or sewer. Planning Director Rush stated there was a catch basin on lot 3 in the gravel driveway that they need to show along with the associated pipes showing where they discharge and will need the Planning Commission Engineer plat certificate.

Dale Moss moved to approve the plat subject to the signatures with variances for the structures, the addition of the Planning Commission Engineer plat certificate, and showing the catch basin and associated pipes. Motion was seconded and unanimously approved.



ITEM 9: OTHER BUSINESS

ITEM 10: STAFF REPORTS

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: None
- Report from other Members: None

ITEM 11: ADJOURNMENT

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

Chairman

Date

Secretary

Date