

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
OCTOBER 5, 2021**

The Putnam County Regional Planning Commission met on October 5, 2021 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, Ted McWilliams and Phil Wilbourn. Secretary Mike Atwood and Ron Williamson were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, County Road Superintendent Randy Jones, Jim Herrin of the Herald-Citizen, Anthony Leonard, Ed Degroat, Pete Scerbo, Jackie Schubert, and Benjamin Armstrong.

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 OCTOBER 5, 2021 AGENDA

Dale Moss moved to approve the agenda for the October 5, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE SEPTEMBER 7, 2021 MEETING

Jim Martin moved to approve the September 7, 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.
- **Willow Estates Subdivision Preliminary Plat**, Clinton Surveying. Conditional preliminary approval 7/7/2020.
- **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: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

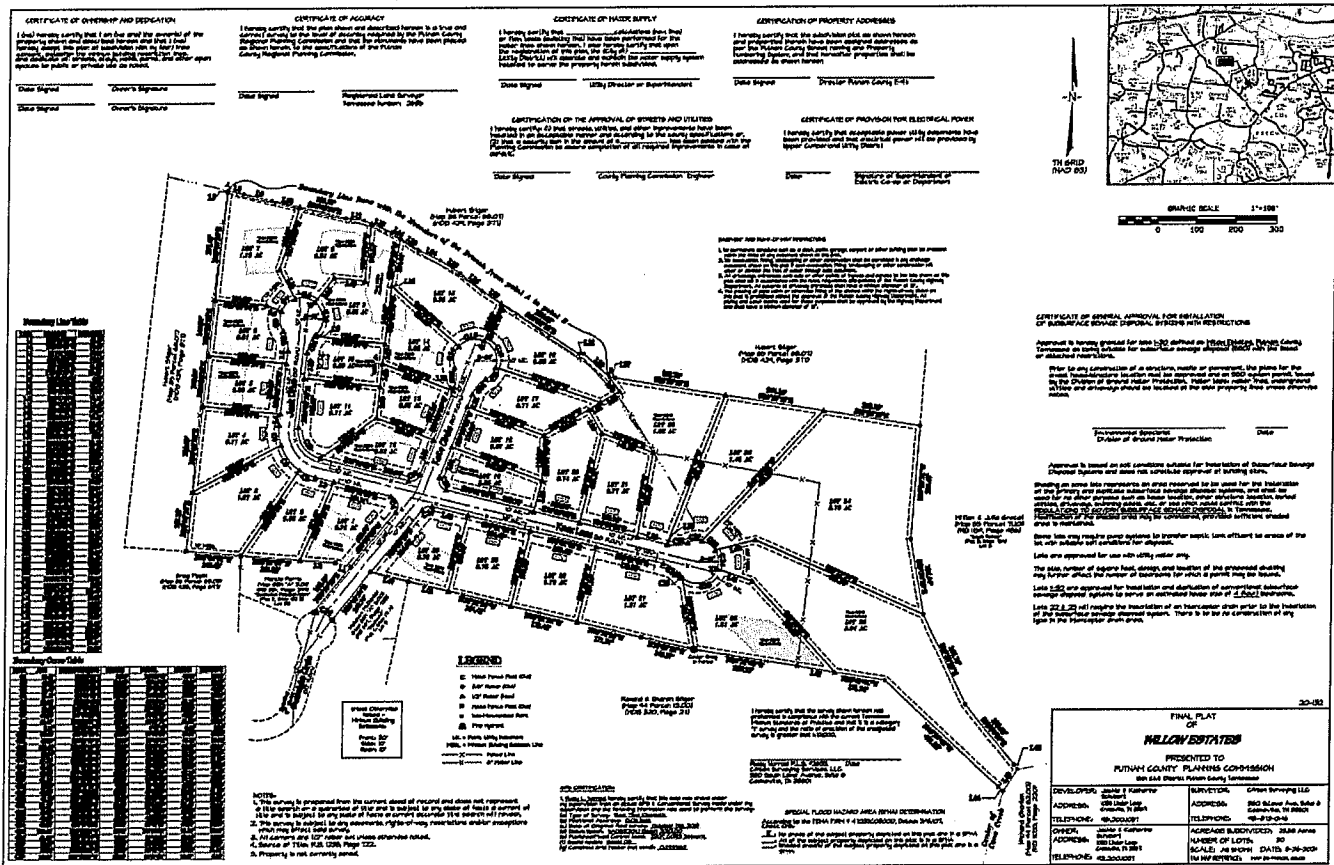
A. THE PARK AT LAKE VALLEY FINAL PLAT, NORTHCUTT SURVEYING

Divided one 2.73 acre parcel (067N-C-001.00) on Lake Valley Drive into a .087 acre lot and a 1.86 acre lot.

ITEM 8: SUBDIVISION PLATS:

A. WILLOW ESTATES FINAL PLAT, CLINTON SURVEYING

This final plat off of Sunbright Circle, divides parcel 085-068.05 into 30 lots. Sunbright Circle will be extended into the tract and then two cul-de-sacs will be added to serve additional lots. During preliminary plat approval in July 2020, a variance was granted to allow the roads to be longer than the maximum length of the subdivision regulations. They plan to submit a surety instrument after 4 inches of rock base have been set on the roads. The three roads are now named Katie Circle, Jack Drive, and Knox Lane.

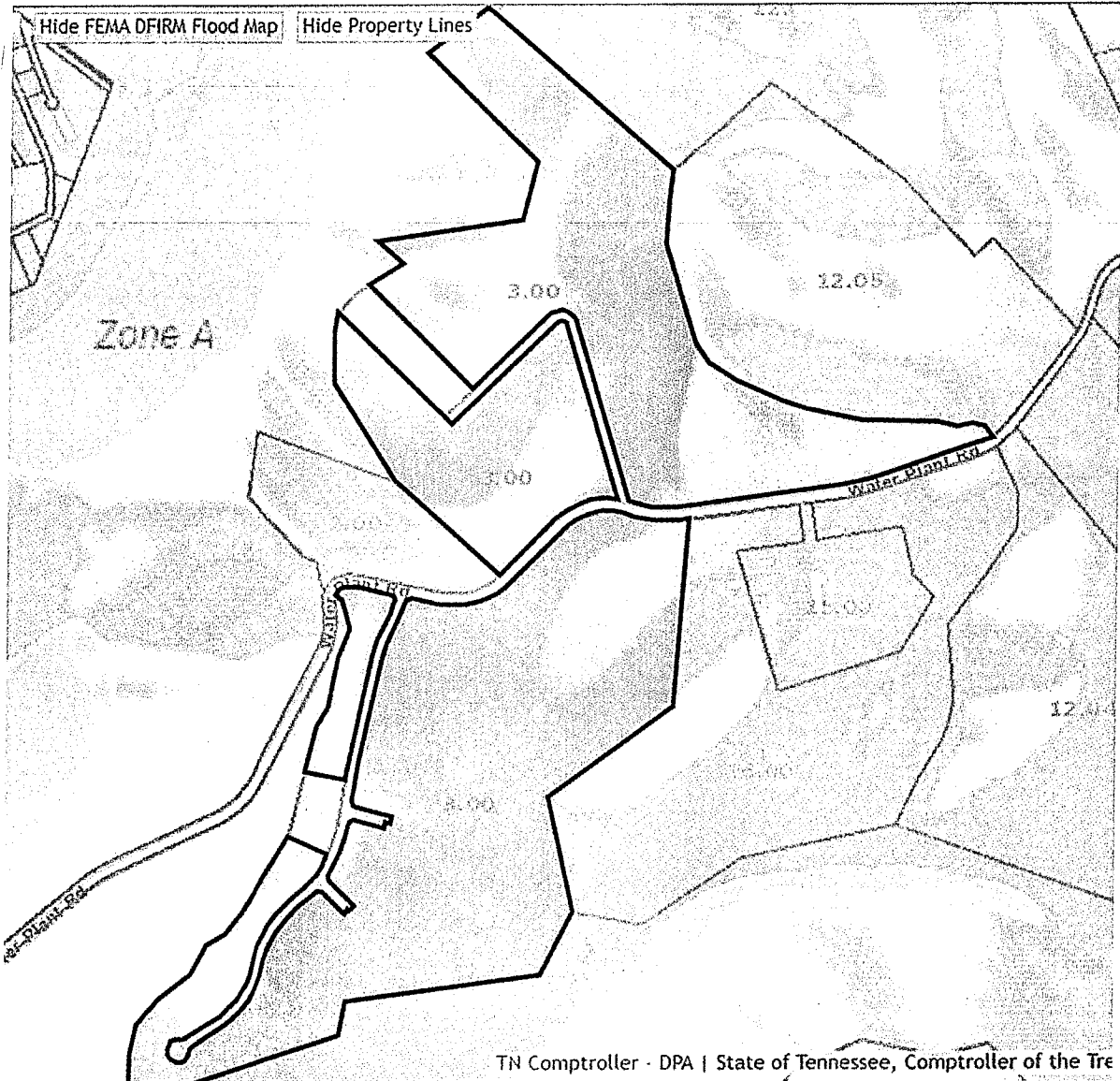


Planning Director Rush stated there were a few issues with the plat that need to be corrected. Issues included location of hydrants, specific wording of certificates, show drainage tiles on plat, adding drainage easements, notation that part of the property is in the flood plain, and others. Planning Director Rush sent a list to the surveyor of all the issues to be corrected. Planning Commission Engineer Rinks stated the road has 4-inches of base rock down and that they plan to pave the street in the spring after it has set over the winter. He noted that the Upper Cumberland Electric had not installed the electric lines and the developer will need to submit a letter of credit in the amount of \$130,000 to complete the base and paving of the road.

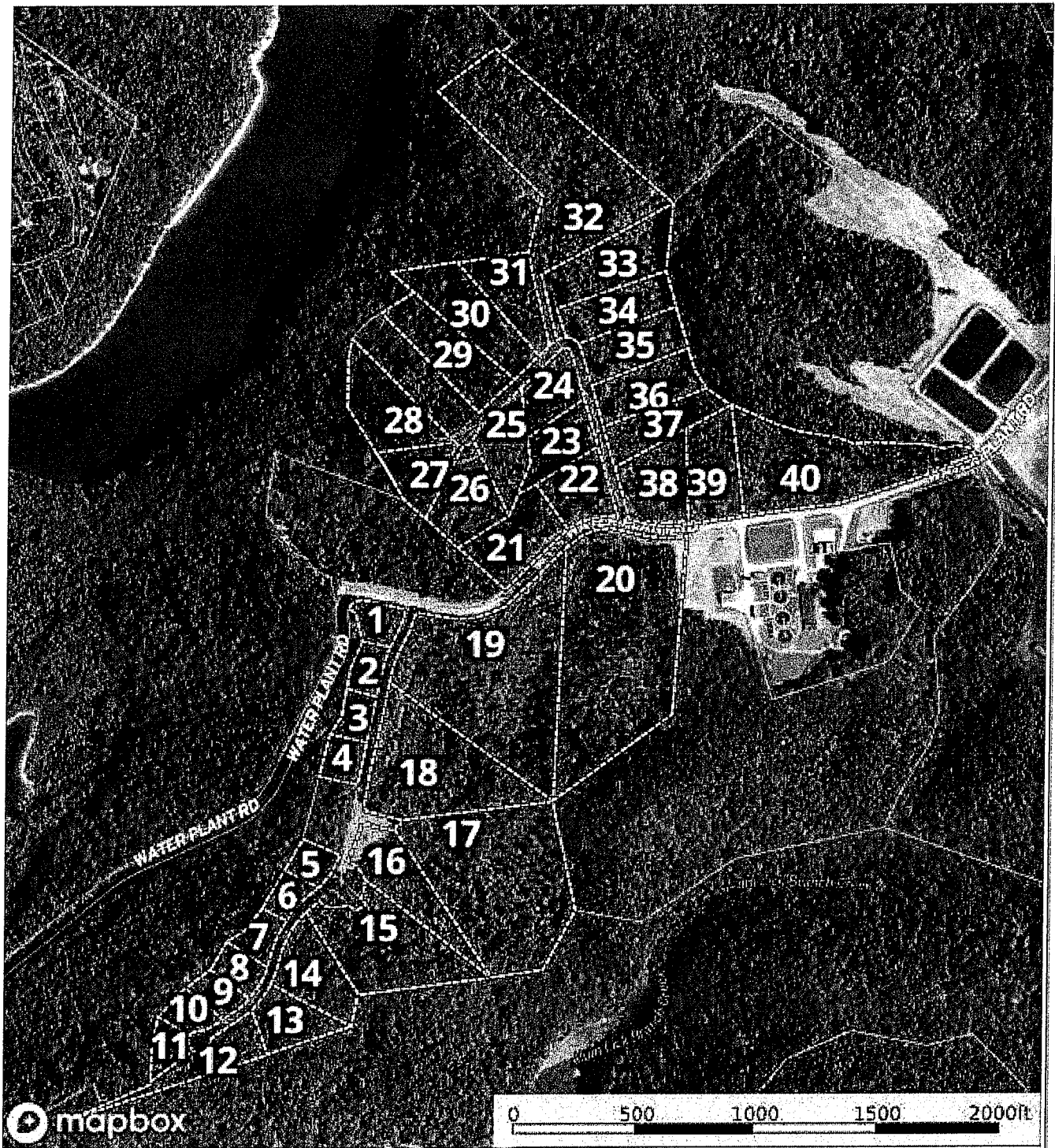
Jim Martin moved to approve the final plat as presented subject to the electric lines being installed, the letter of credit in the amount of \$130,000, and the plat corrections as per staff. Motion was seconded and approved unanimously.

B. DISCUSSION OF POTENTIAL SUBDIVISION ON WATER PLANT ROAD

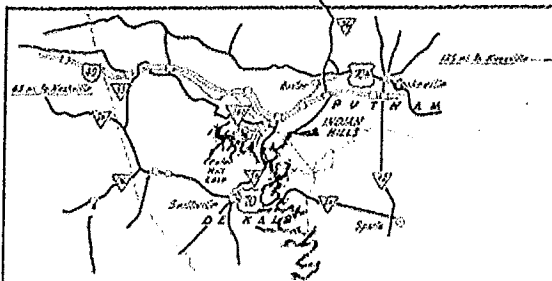
Pete Scerbo represents a development company out of Nashville. He wanted to discuss the possible re-subdivision of an old undeveloped subdivision. The overall plan is to divide parcel 003.00, which is over 80 acres, into approximately 40 lots. There county road stops just before the Cookeville water plant, between the plant on parcel 015.00 shown below and parcel 12.05 which has some water treatment lagoon pools. The developer knows that the two cul-de-sacs would have to be built to our standard. The existing right-of-way was partially developed, with 18-19 feet of tar and chip surfacing. The developer would dedicate additional right-of-way to make it 50 feet wide. They would like to discuss leaving this as is without being required to pave it with asphalt. The developer is working to ensure that what is shown as right-of-way is dedicated right-of-way and not an easement. They intend to make the roads private and have an HOA to maintain the roads.



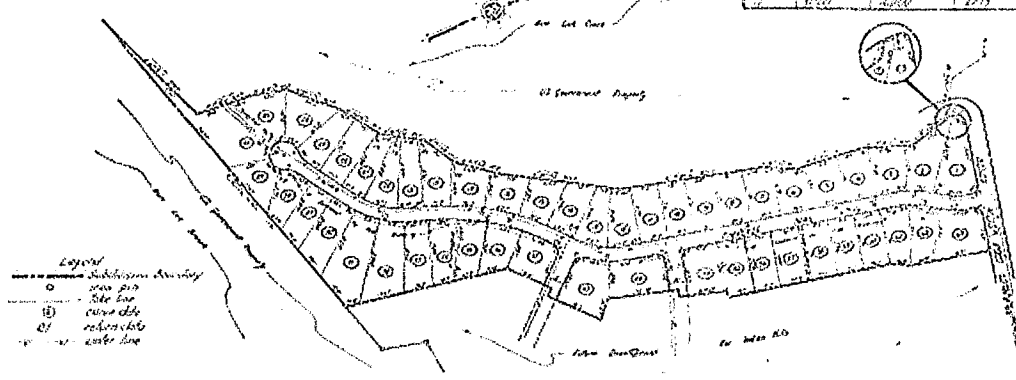
Baxter Water Plant Drive
Tennessee, AC +/-



The City of Cookeville Water Dept sent Chairman Mason the following two old surveys.



Lot	A	B	C	D	E
1	10750	23165	22120	17548	808
2	4752	23165	20765	10564	808
3	3752	23165	23288	18902	808
4	3752	23165	20728	12292	808
5	4752	23165	2155	1222	808
6	4752	23165	11147	1288	808
7	4752	19235	2222	1288	3728
8	4752	19235	2222	1288	1728
9	1754	24337	2814	1722	808
10	2174	22287	2116	167	808
11	2174	21977	2116	222	808
12	2174	21977	1816	1722	808
13	2174	21977	2116	122	808
14	2174	21977	2116	122	1728
15	2174	21977	2116	122	808
16	2174	21977	2116	122	808
17	2174	21977	2116	122	808
18	2174	21977	2116	122	808
19	2174	21977	2116	122	808
20	2174	21977	2116	122	808
21	2174	21977	2116	122	808
22	2174	21977	2116	122	808
23	2174	21977	2116	122	808
24	2174	21977	2116	122	808
25	2174	21977	2116	122	808
26	2174	21977	2116	122	808
27	2174	21977	2116	122	808
28	2174	21977	2116	122	808
29	2174	21977	2116	122	808
30	2174	21977	2116	122	808
31	2174	21977	2116	122	808
32	2174	21977	2116	122	808
33	2174	21977	2116	122	808
34	2174	21977	2116	122	808
35	2174	21977	2116	122	808
36	2174	21977	2116	122	808
37	2174	21977	2116	122	808
38	2174	21977	2116	122	808
39	2174	21977	2116	122	808
40	2174	21977	2116	122	808
41	2174	21977	2116	122	808
42	2174	21977	2116	122	808
43	2174	21977	2116	122	808
44	2174	21977	2116	122	808
45	2174	21977	2116	122	808
46	2174	21977	2116	122	808
47	2174	21977	2116	122	808
48	2174	21977	2116	122	808
49	2174	21977	2116	122	808
50	2174	21977	2116	122	808



Owner Certificate
 I hereby certify that I am the owner of the property shown herein as indicated in Book 1, Page 682 of the Register's Office of Putnam County, Tennessee and adopt the plan of subdivision of the property as shown herein and dedicate all public ways and easements as noted herein to the Indian Hills Development Company, Inc. dated 4-3-77 by the undersigned this 11th day of April, 1977.

Surveyor Certificate
 We hereby certify that we have surveyed the lots as shown herein and that true pins have been placed on lot corners.
 Name: Putnam-Deegan Inc. Date: 4-3-77
 By: James H. Deegan, Jr. Surveyor
 Approved: _____ Book 1, Page 30 of the Register's Office of Putnam County, Tenn.

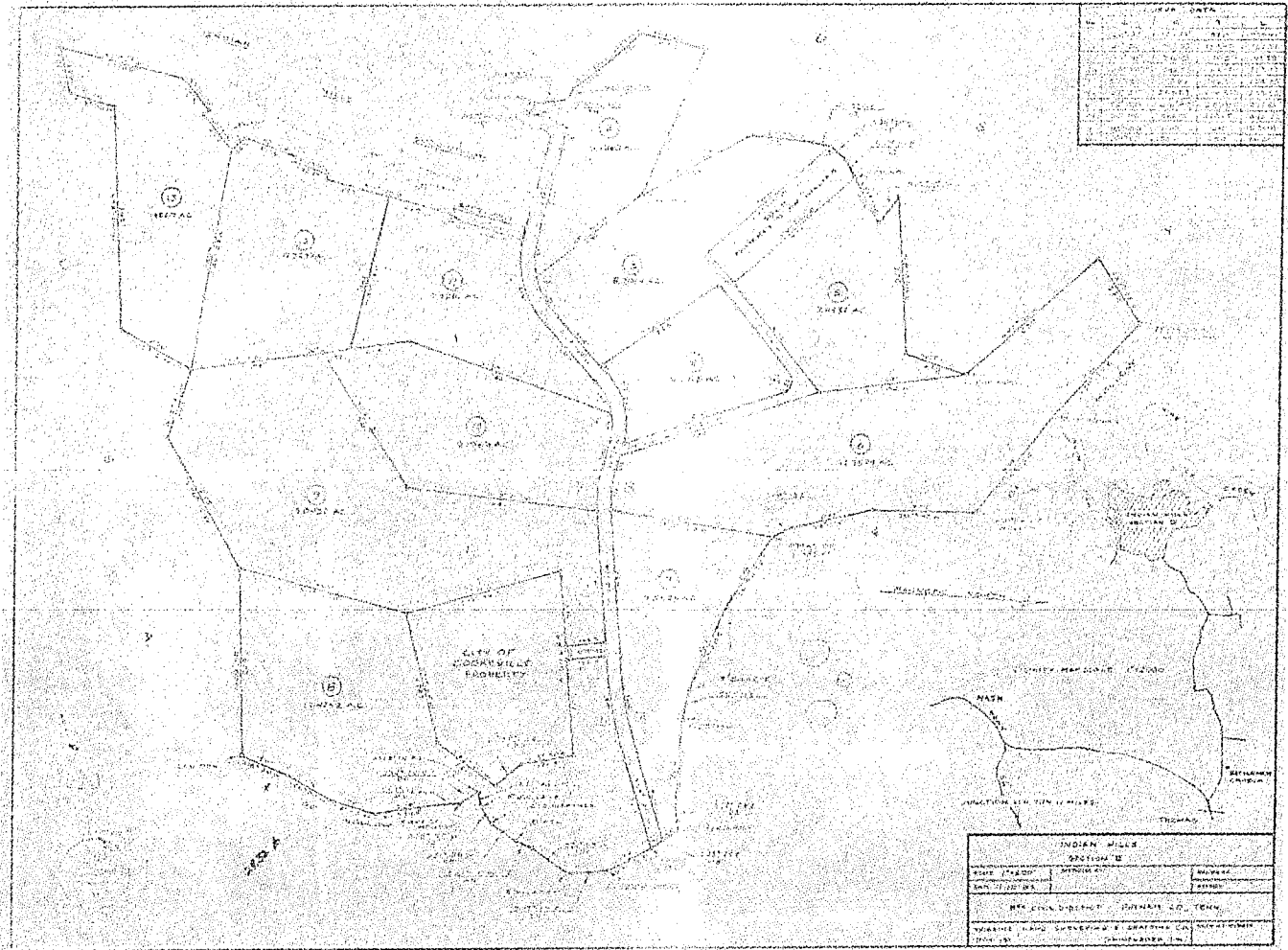
INDIAN HILLS

SECTION - 1
 PUTNAM COUNTY, TENNESSEE
 SCALE: 1" = 200'

PARRISH & RAGAN, INC.
 LAND DEVELOPMENT SERVICES
 4000 HULL STREET
 KANSASVILLE, TENNESSEE 37053

STATE OF TENNESSEE, PUTNAM COUNTY
 I, Clerk of the Court, do hereby certify that the foregoing is a true and correct copy of the original as filed in my office on this 11th day of April, 1977.

 Clerk of the Court



Mr. Scerbo stated that they would dedicate right-of-way to make them 25-foot off center along the property that they own if they proceed. They would like to be able to use the existing road, which is approximately 18-19 foot wide oil and chip road, without being made to upgrade it to asphalt. Photos of the road were shown to the commission. Some asphalt has been placed in front of the water treatment plant. Randy Jones stated the County no longer accepts tar and chip roads and the existing road up to the water treatment plant were in good shape and only from that point on need to be considered. Patrick Rinks stated that the planning commission would really need to know how the existing road was constructed in order to make a decision on the matter. Options, such as doing core samples of the road to see how it was constructed or just adding base and paving over it the existing road, were discussed.

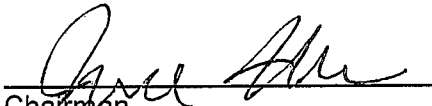
The planning commission did not take any formal action on this as it was a discussion item only. The planning commission stated they would consider, but not necessarily approve, any plat that is presented to them.

ITEM 9: STAFF REPORTS

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: Mr. Rush stated that he would work on some standard forms for letters of credit and escrow accounts and get with County Attorney Jeff Jones and present something to the planning commission as soon as possible. Also, encouraging developers to follow through with the paperwork required to get roads accepted by the County was discussed. In particular, the roads in Pembroke Pines were recommend for acceptance by the Planning Commission last fall, but the developer has not provided the necessary paperwork required by the County. Randy Jones mentioned the road in Hilltop had never been accepted by the County even though the Planning Commission recommended acceptance in 2006.
- Report from other Members: None

ITEM 10: ADJOURNMENT

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


Chairman

11-2-21
Date


Secretary

11-2-21
Date