

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
AUGUST 2, 2022**

The Putnam County Regional Planning Commission met on August 2, 2022 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, Terry Randolph, Ted McWilliams, and Phil Wilbourn.

Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Ron Williamson, Wade Atkins, Bryce Stone, Anthony and Doreen Sherrill, Anthony Leonard, Russell Mullens, Stephen Raper of Vick Surveying, Patricia Saso, Richard Morsemen, Gail Haggard, Jim Herrin with the Herald-Citizen, and Betsy Scarisbrick 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 AUGUST 2, 2022, AGENDA.

Jim Martin moved to approve the agenda for the August 2, 2022 meeting with the addition. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE JULY 5, 2022.

Dale Moss moved to approve the July 5, 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.
- **Window Cliff Road Subdivision**, TARE INC Surveying. Conditional Sketch Approval 7/5/22

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.

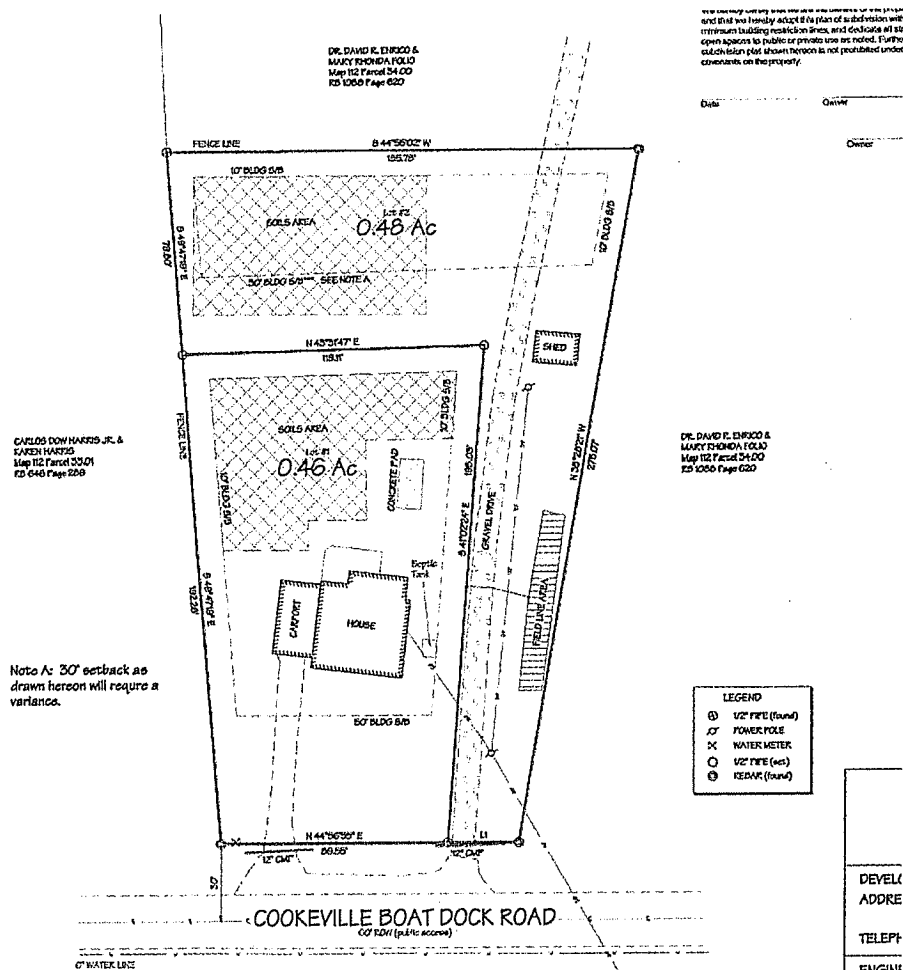
ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS: NONE

ITEM 8: SUBDIVISION PLATS:

A. HOUSTON AND TERRY DUNN PROPERTY DIVISION FINAL PLAT, VICK SURVEYING

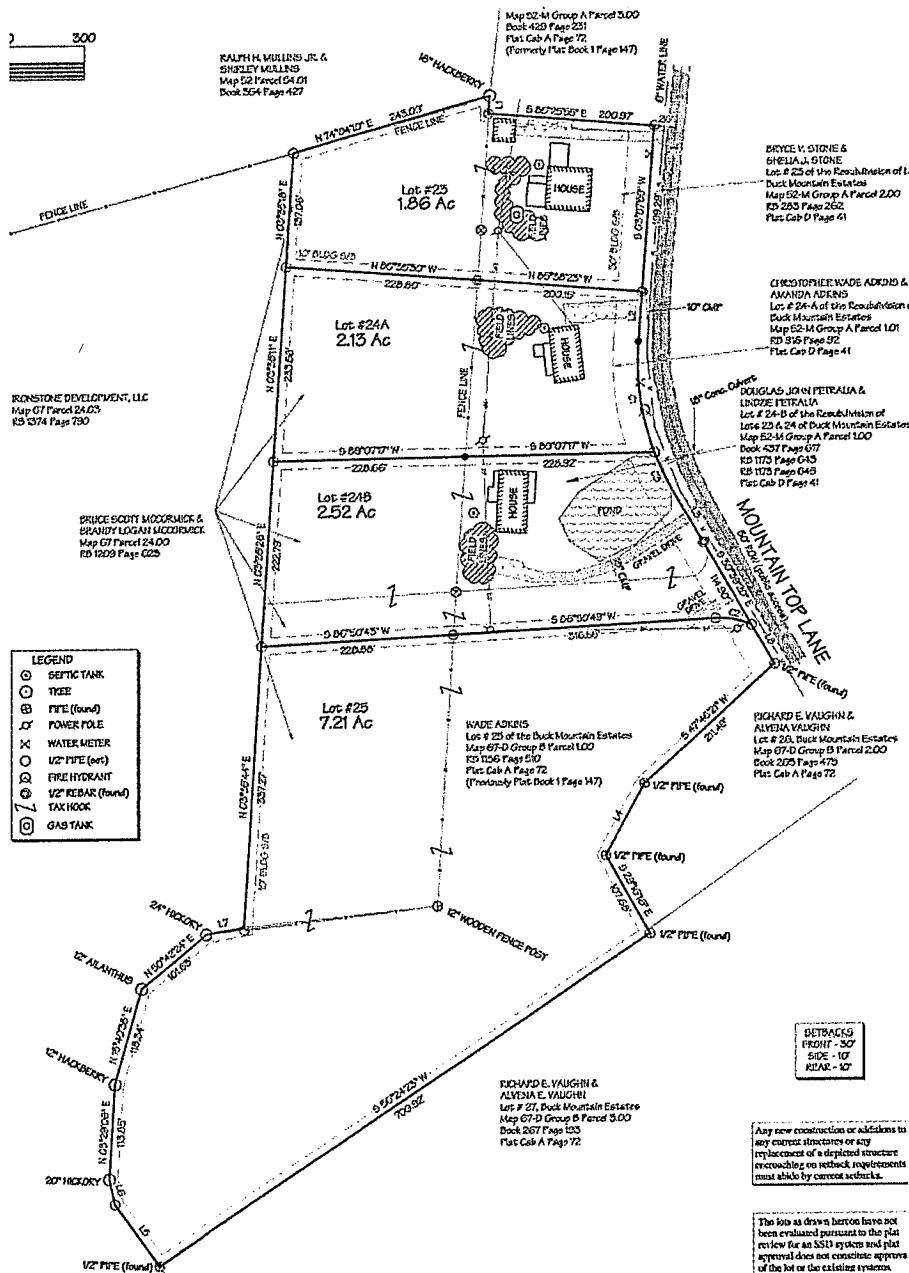
This plat was considered at the December 2021 meeting. From the minutes of that meeting: "This plat is to create two lots from one 0.94-acre tract on Cookeville Boat Dock Rd, specifically parcel 112-034.01. There is a 6-inch water main on Cookeville Boat Dock Rd. There is an existing house and some and outbuilding on the tract. Lot 2 will be a flag lot with "pole" that starts at 27 feet and gets wider at the "flag". There is an old gravel driveway on the proposed pole of the flag lot. The existing septic system for the house on lot 1 is on the other side of the driveway on the pole portion of the flag lot. Lot 2 will have to be soil approved. They are asking to reduce the setback on the flag lot from the required 50 feet to 30 as it will be behind lot 1 and the reduced setback will allow more room for them to build. Staff was concerned if lot 2 was buildable after setbacks. The plat was denied until soil work is completed on each lot to show that septic can be installed on each lot, especially in case of failure on lot 1. Soil work has now been completed on each lot and approved by TDEC. They are asking for a variance from the required 50-foot setback for lot 2 down to 30 feet.



Some discussion revolved around the driveway shown passing thru this lot. Staff stated that the Enrico tract has access to the barn behind lot 2 and an easement is not necessary. Mike Atwood moved to approve the plat with a variance on the setbacks for lot 2, and an easement for the septic of lot 1 to be on lot 2, but no repairs to that system are allowed and a new system would have to be installed on lot 1. Motion was seconded and approved unanimously.

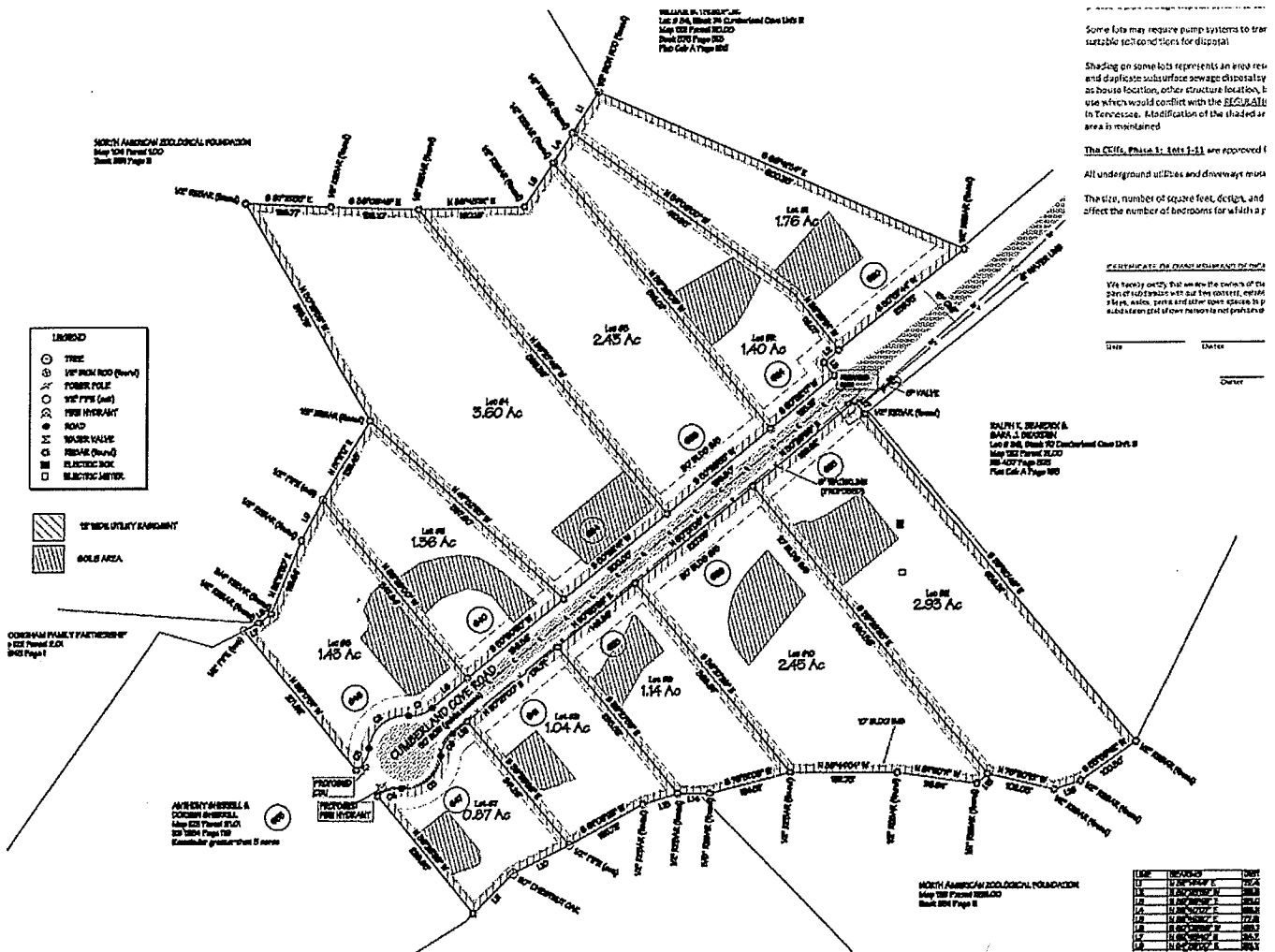
B. REVISED PLAT OF LOTS 23, 24A, 24B, AND 25 OF BUCK MOUNTAIN ESTATES, VICK SURVEYING

This plat is to eliminate Map 067 parcel 024.00 by combining a portion of it with lots 23, 24A, 24B, and 25 of Buck Mountain Estates. This plat combines a parcel adjoining behind lots 23, 24A, 24B, and 25, and will eliminate that tract behind those lots. Access to Ironstone property is off of Dry Valley Road. There was some discussion on a parcel line on lot 24B that did not actually exist and needed to be removed. Dave Mattson moved to approve the plat subject to that line being removed to clear it up. Motion was seconded and approved unanimously.



C. THE CLIFFS FINAL PLAT, VICK SURVEYING

This plat is to create eleven lots at the end of Cumberland Cove Road. An extension of Cumberland Cove Road will be required. One new fire hydrant will also be required. Lots will range from .086 acres to 3.3 acres. They have submitted a plan and profile of the proposed road. According to the surveyor, the existing road right-of-way was wider than regulations specifications and squared at the end as shown on the plat. The family plans to have a farm on the remaining portion of the tract. Plans are for septic to be on individual lots. The developer has submitted a Letter of Credit in the amount of \$80,000 as surety for the completion of the road.



Gail Haggard, member of Cumberland Cove Property Owners Association, stated that the POA has deed restrictions on the surrounding 2200 acre reserve area. Ron Williamson questioned who would be maintaining the road. Staff stated that once the road was completed and Mr. Sherrill formally requested that the county accept it as a county street and sign a Warranty Contract, the Putnam County Highway Dept would maintain the new road and existing road to development. To avoid any confusion, it was suggested that a plat note be added to the plat stating that this subdivision is not part of Cumberland Cove. Mr. Sherrill stated that he did have their own restrictions but did not plan on forming an HOA. Mike Atwood moved to approve the final plat with the addition of the plat note and accept the letter of credit. Motion was seconded and approved unanimously.

ITEM 9: Other Business

A. Public Chapter 994

- The county commission approved the delegation of authority at the last meeting. Just to make sure all the "I"s are dotted, and "T"s crossed, we need to approve the following motion:
- Pursuant to Tennessee Code Annotated 13-3-402, as amended, whereas the Putnam County Commission has approved, by a majority, the delegation of authority to the Planning Staff of the Putnam County Regional Planning Commission, the Putnam County Regional Planning Commission delegates to the Kevin Rush, (Putnam County Director of Planning) the authority to preliminarily approve, finalize the approval of, or certify a subdivision plat of 2 lot subdivision as per Article II Section A.1 of the Putnam County Subdivision Regulations.

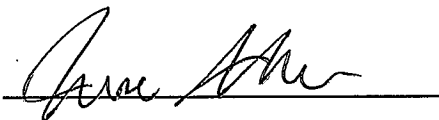
Ted McWilliams moved, pursuant to Tennessee Code Annotated 13-3-402, as amended, whereas the Putnam County Commission has approved, by a majority, the delegation of authority to the Planning Staff of the Putnam County Regional Planning Commission, the Putnam County Regional Planning Commission delegates to Kevin Rush, (Putnam County Director of Planning) the authority to preliminarily approve, finalize the approval of, or certify a subdivision plat of 2 lot subdivision as per Article II Section A.1 of the Putnam County Subdivision Regulations. Motion was seconded and approved unanimously.

ITEM 10: STAFF REPORTS

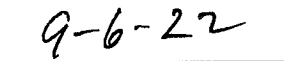
- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: The James White Subdivision was approved in December 2021?? with the installation of sprinklers, but Utility District actually upgraded the lines to the property, and the developer installed a fire hydrant.
- Report from other Members: None

ITEM 10: ADJOURNMENT


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



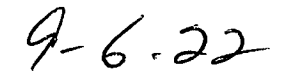
Chairman



Date



Secretary



Date