

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
OCTOBER 4, 2022**

The Putnam County Regional Planning Commission met on October 4, 2022 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Adam Johnson, Jeff Jones, Jim Martin, David Mattson, Ted McWilliams, Terry Randolph, and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jackie Schubert, Megan Reagan, Jason Ray, Larry Stone, and Taylor Dillehay of Whittenburg Surveying.

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 4, 2022, AGENDA.

Staff informed the planning commission that item 8B had been withdrawn by the developer. Ted McWilliams moved to approve the agenda for the October 4, 2022 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE SEPTEMBER 6, 2022.

Terry Randolph moved to approve the September 6, 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.
- **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:

The surety instruments for both Willow Estates and Autumn Woods are set to expire in October, the 9th and 22nd respectively. Staff has talked to both and they both plan to have the paving finished by those dates. If the paving is not completed, both developers are aware that new letters of credit will need to be submitted before the meeting.

- **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.
- **The Cliffs-** Anthony Sherrill (\$80,000 LOC, Expiring July 1, 2023) for extension of Cumberland Cove Road. Final Plat approved August 2, 2022.

Before the meeting, Jackie Schubert presented a Letter of Credit for \$130,000 expiring July 1, 2023 to replace the Money Order that expires on October 9, 2022. Rinks reported base stone

had been installed and paving was planned to be installed this week. Rinks recommended Letter of Credit amount for Autumn Woods be reduced to \$25,000 to cover shoulder stone and a catch basin grate. Dale Moss moved to allow the developers of Autumn Woods to extend the letters of credit for up to 1 year in the amount of \$25,000. Motion was seconded and unanimously approved.

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS:

A. SMITH, DELK, & FLATT DIVISION FINAL PLAT, MAPLES SURVEYING

This plat is to amend the boundary between parcels 038-082.07 and 038-082.06 on Clemmons Road.

B. HABIF LOT LINE ADJUSTMENT FINAL PLAT, WHITTENBURG SURVEYING

Amended the boundary line between parcels 009-073.02 and 009-076.00 On Dobson Branch Road.

C. LOT LINE ADJUSTMENT FOR TRACT #2 AND #3 OF THE EARL NICHOLS PROPERTY FINAL PLAT, VICK SURVEYING

Amended the boundary line between parcels 026-065.02 and 026-064.01 on Bowser Road.

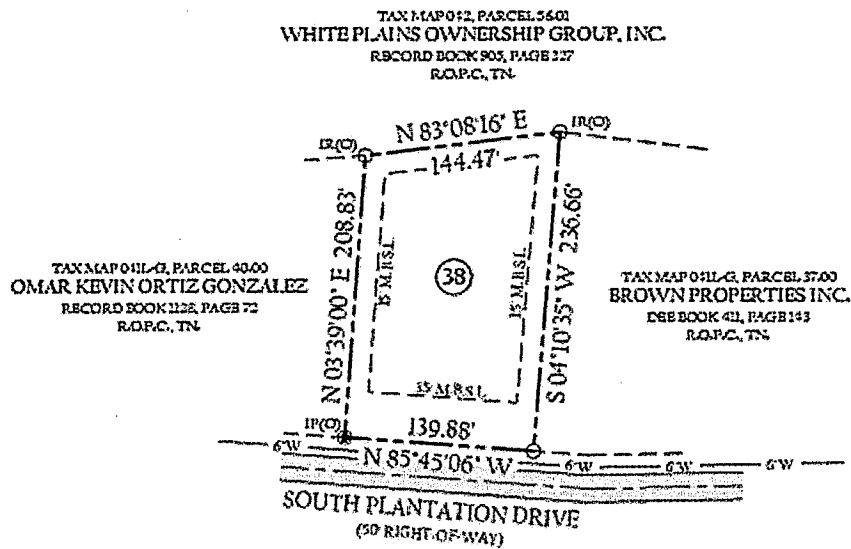
D. CARYN AND JENNIFER WRIGHT PROPERTY FINAL PLAT, VICK SURVEYING

Divided parcel 039-212.01 into two lots. Tract is located on two roads, West Broad and Locust Grove Road. Tract is partially in the city limits of Cookeville. New lot boundary is all in the county.

ITEM 8: SUBDIVISION PLATS:

A. LOT 38 WHITE PLAINS PLANTATION PHASE VI FINAL PLAT, WHITTENBURG SURVEYING

This plat is to create one 0.72 acre lot on South Plantation Drive. This lot was never officially approved on any of the final plats for White Plains Subdivision. Staff explained that on the plat for the surrounding phases of White Plains, this lot was not officially approved by the Algood Planning Commission. After some discussion on how the lot was missed due to an oversight, Planning Director Rush stated that he could only speculate on how it was not included but that it needs to be corrected now. Staff recommended the plat be approved. Ted McWilliams moved to approve the plat as submitted. Motion was seconded and approved unanimously.



B. BRENCE BEAN DIVISION FINAL PLAT, WHITTENBURG SURVEYING

This plat is to create 5 lots on Bowser Rd from parcel 026-065.00. Two of the lots will be a flag lot and once of those will be over 5 acres. One new hydrant will be required. No hydrants are shown on the plat.

US FIRST!
-351-1111
-366-1987
EE ONE CALL
THE LAW

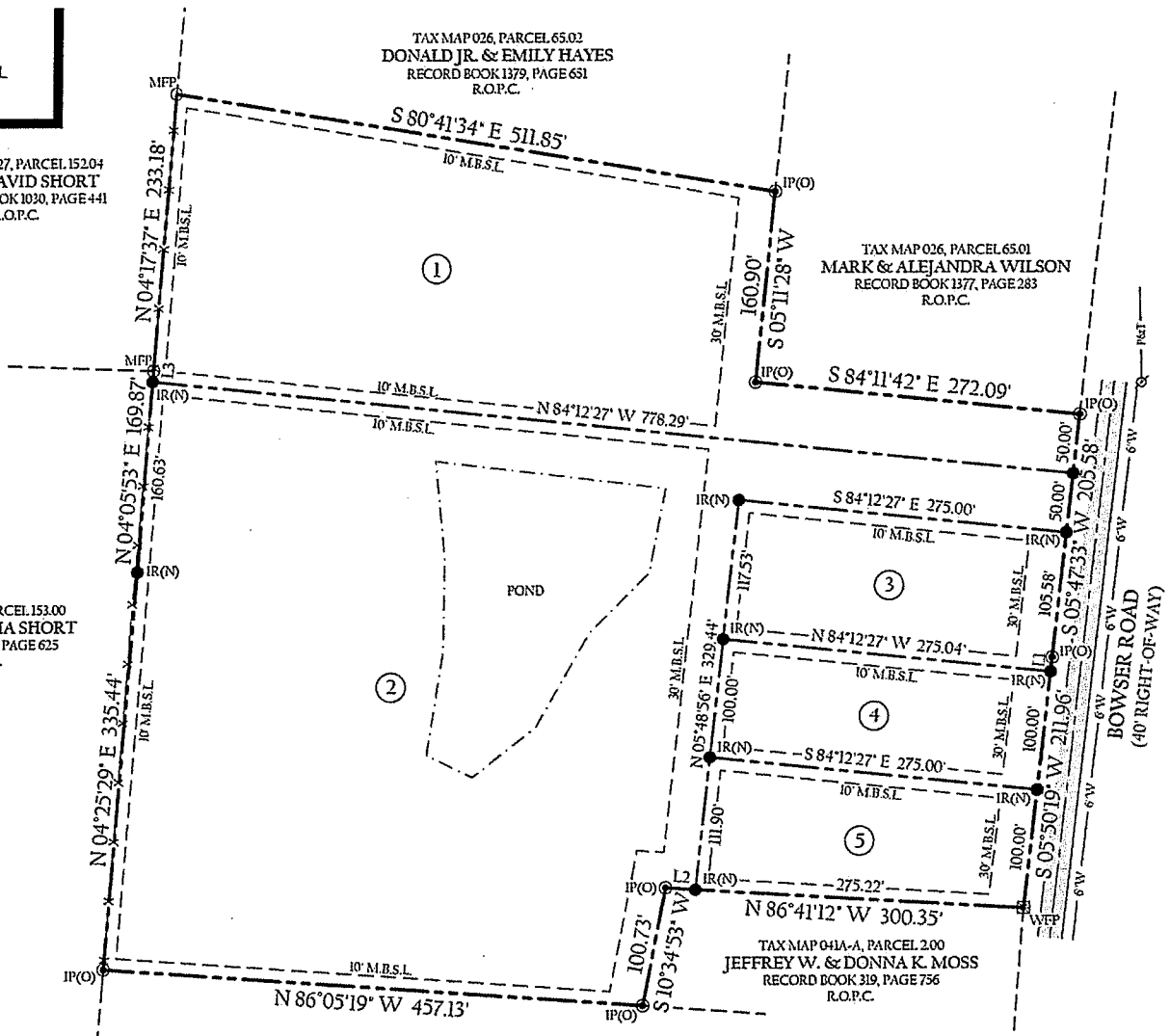
TAX MAP 027, PARCEL 152.04
JOHN DAVID SHORT
RECORD BOOK 1020, PAGE 441
R.O.P.C.

TAX MAP 027, PARCEL 153.00
JOHN & LETITIA SHORT
DEED BOOK 408, PAGE 625
R.O.P.C.

TAX MAP 026, PARCEL 65.02
DONALD JR. & EMILY HAYES
RECORD BOOK 1379, PAGE 651
R.O.P.C.

TAX MAP 026, PARCEL 65.01
MARK & ALEJANDRA WILSON
RECORD BOOK 1377, PAGE 283
R.O.P.C.

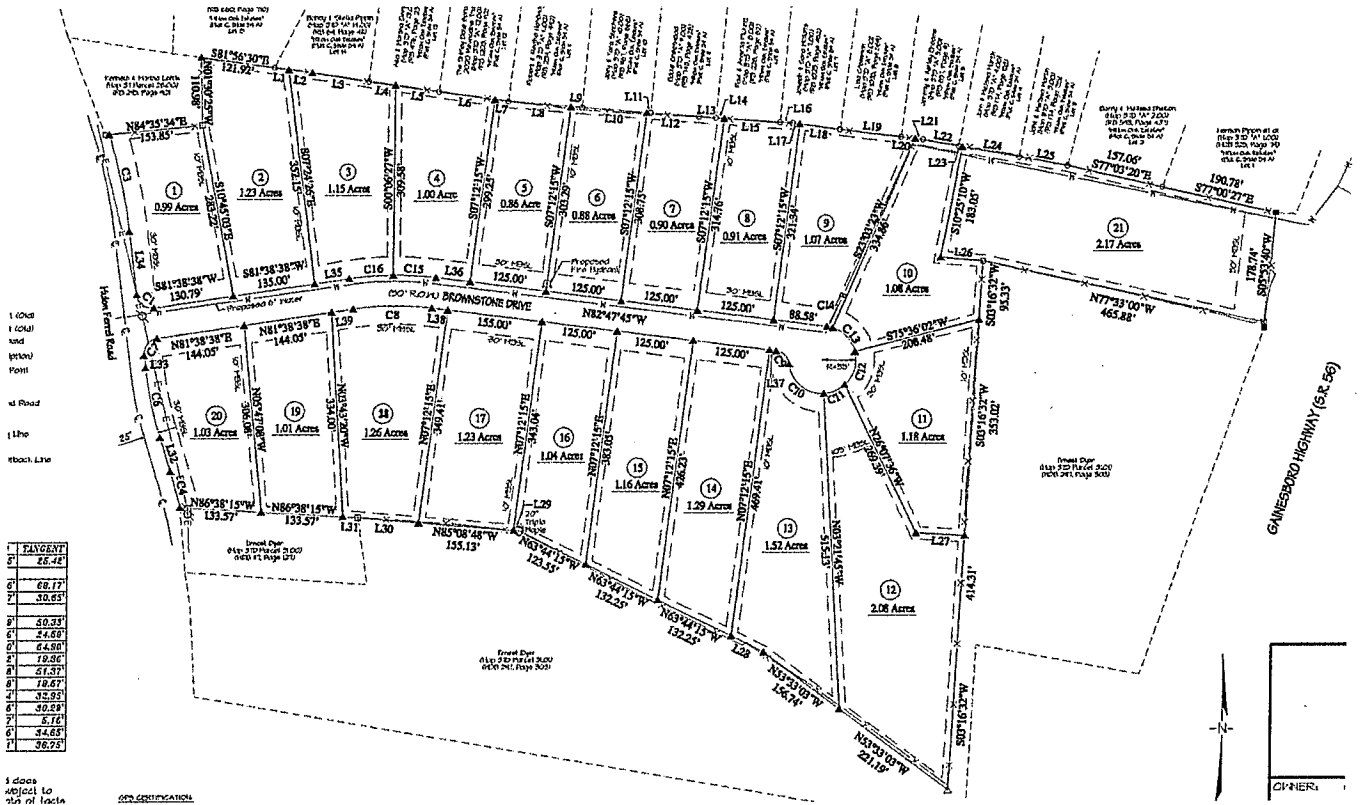
TAX MAP 041A-A, PARCEL 200
JEFFREY W. & DONNA K. MOSS
RECORD BOOK 319, PAGE 756
R.O.P.C.



Plat was withdrawn by the developer.

C. BROWNSTONE ESTATES PRELIMINARY PLAT, CLINTON SURVEYING

This plat is to create 21 lots on 25.19 acres from parcel 031-029.02. Parcel has a proposed new road currently named Brownstone Drive. This new road will be off Hulon Ferrell Rd. There is one proposed fire hydrant. There is one proposed lot that will have access from Gainesboro Highway (Hwy 56). This lot will not access the proposed road and the developer intends to build storage sheds on this tract. The proposed road, Brownstone Drive, is approximately 1200 feet long. Staff mentioned that TDOT will have to approve the driveway of lot 21 which will be off of Gainesboro Hwy (State Route 56). The water lines will connect to a 6 inch line on Hwy 56 and then connect to a 4 inch line on Hulon Ferrell Rd. One fire hydrant will serve the development. Lot 21 is proposed to be used as a mini-storage facility with no residential use on the lot. Discussed whether wanted septic on Lot 21, which can be decided at final approval. Dale Moss moved to approve the preliminary plat as presented. Motion was seconded and unanimously approved.



ITEM 9: Other Business

Vacancy in Secretary position: Since Mike Atwood is no longer on the planning commission, we need to elect a new secretary. Terry Randolph nominated Dale Moss as the secretary of the planning commission. Not sure who made motion to cease nominations and approve Dale Moss as Secretary by unanimous voice acclamation. Motion was seconded and unanimously approved. Upon being appointed secretary, Dale Moss resigned from vice-chairman position. Seeing as the Vice-chairman position was vacant, Dale Moss nominated Terry Randolph as Vice-Chairman. Adam Johnson made motion to cease nominations and approve Terry Randolph as Vice-Chairman. Motion was seconded and unanimously approved.

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 10: ADJOURNMENT

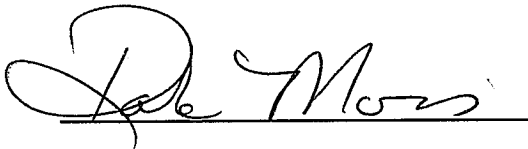
With no further business to discuss, the meeting was adjourned by mutual consent.



Chairman

11-1-22

Date



Secretary

11-1-22

Date