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Highlands Planning Department

Serving: Putnam County and the town of Monterey

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AGENDA

PUTNAM COUNTY REGIONAL PLANNING COMMISSION

SEPTEMBER 8, 2026

The Putnam County Regional Planning Commission meeting will be September 8, 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 SEPTEMBER 8, 2026 AGENDA.

ITEM 3: MINUTES OF AUGUST 11, 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



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- 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:

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.



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

Public Comments:

This plat is for 8 lots on 9.02-ac on Ditty Road, north of Academy Road, specifically parcel [064-022.01](#). The lot 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.

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

Public Comments:

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.

D. TODD BIRD PROPERTY FINAL PLAT – VICK SURVEYING

Public Comments:

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.

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
AUGUST 11, 2026**

The Putnam County Regional Planning Commission met on August 11, 2026, at the Cookeville Community Center at 5:30 PM.

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

Members absent: Secretary Dale Moss

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

Others present: Charles Whittenburg of Whittenburg Surveying, Stephen Raper of Vick Surveying, Jim Herrin with the Herald Citizen, Marc Pendel, Tracey Pendel.

ITEM 1: CALL TO ORDER AND ROLL CALL.

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

ITEM 2: APPROVE AUGUST 11, 2026, AGENDA.

The agenda was approved by mutual consent of the board. Planning Director Rush informed the board that Item 8C may be withdrawn. The owner, Garry Flatt called and said he may not make it to the meeting and if he was not there, he would withdraw it and resubmit it next month.

ITEM 3: MINUTES OF JULY 14, 2026, MEETING

Adam Johnson moved to approve July 14, 2026, meeting minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PLATS

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- **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.
- **G & C Properties Subdivision Preliminary Plat**, Maples Surveying. Conditional approval 11/18/25.

- **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.

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 - Electric: \$301,882 on OneBank LOC # 2026-641 Exp 6/17/27

ITEM 7: ADMINISTRATIVELY APPROVED PLATS:

A. RE-DIVISION OF JONATHAN & CONSTANCE KEY DIVISION FINAL PLAT, MAPLES SURVEYING

Created two lots on Southfork Road, specifically parcel from parcel 086-044.07 with more than 5-ac remaining. Originally approved as a three-lot subdivision by the Planning Commission in May 2026, subject to the installation of a fire hydrant. Developer decided to do lots instead of installing a hydrant. The three-lot plat was withdrawn.

B. TAYLOR AND TONYA QUALLS DIVISION FINAL PLAT, MAPLES SURVEYING

Divided one 2.629-ac lot on White Cemetery Road, specifically parcel 038-045.00, into two lots, a vacant 1.270-ac lot and a 1.359-ac lot with an existing house.

C. TERRY FOUTCH DIVISION FINAL PLAT, GOTRO SURVEYING

Created one 2.00-ac lot on Mount Pleasant Road at Rockwell Hollow Road specifically parcel from parcel 051-034.02 with more than 5-ac remaining.

D. LINE ADJUSTMENT FOR LOT 31 & 32 OF CREEKWOOD SUBDIVISION PHASE II FINAL PLAT, VICK SURVEYING

Adjusted the rear boundaries of lots 31 & 32 (parcels 008P-A-031.00 and 008P-A-032.00 respectively) and parcel 008-062.00.

E. 3345 GLADE CREEK ROAD FINAL PLAT, MID-STATE SURVEYING

Amended the boundary line between parcels (124-009.01 and 124-009.02) on Glade Creek Road.

F. JAMES NELSON DIVISION FINAL PLAT, CLINTON SURVEYING

Created one 0.50-ac lot with an existing house on Hawkins Crawford Road, specifically parcel from parcel 064-019.00 with more than 5-ac remaining.

G. MICHAEL AND PATRICIA JACKSON DIVISION FINAL PLAT, VICK SURVEYING

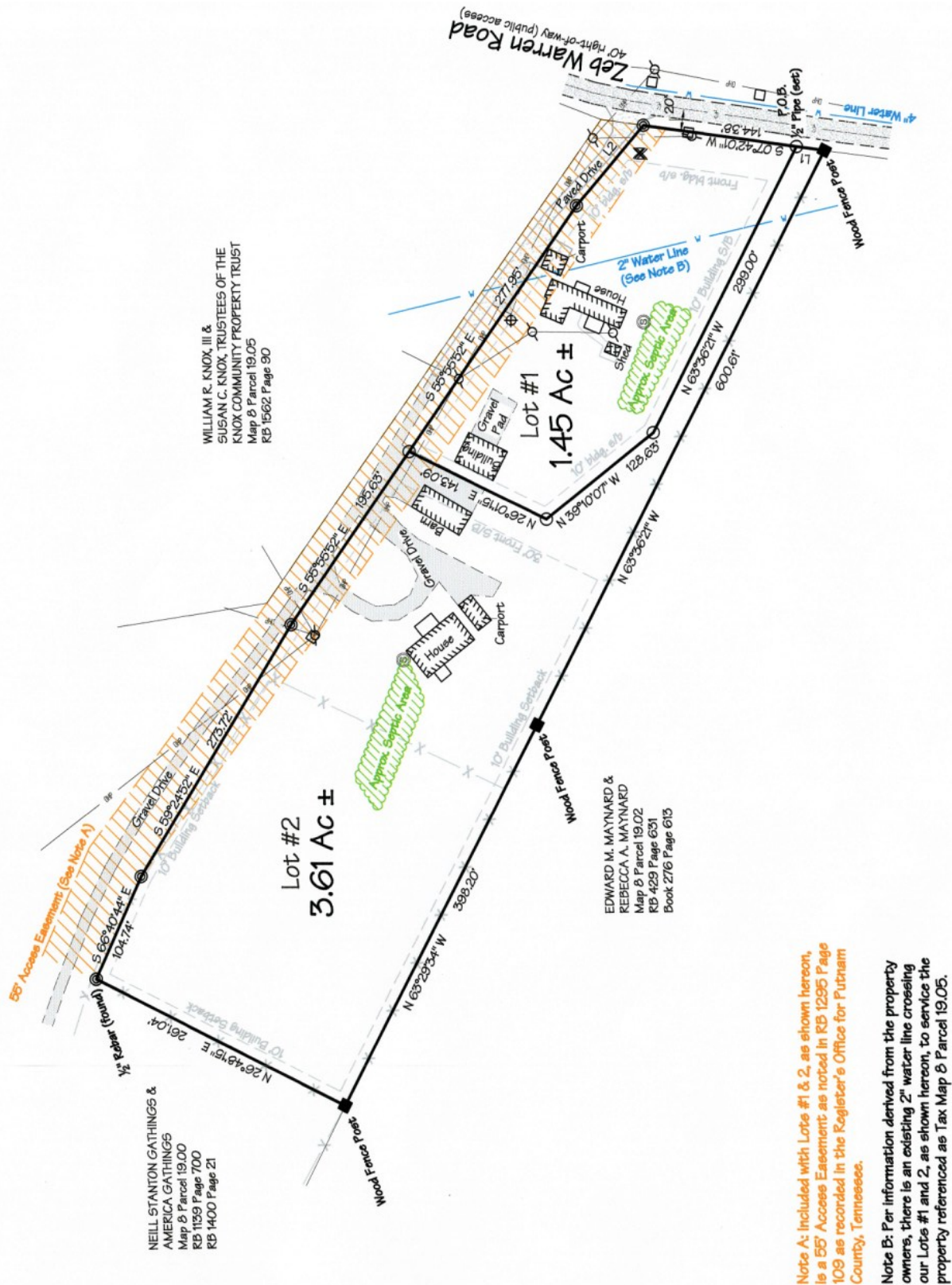
Created one 1.04-ac lot on Shipley School Road, specifically parcel from parcel 028-025.00 with more than 5-ac remaining.

H. TRACY ANDERSON DIVISION FINAL PLAT, VICK SURVEYING

Divided one 4.53-ac flag lot on Tightfit Road, specifically parcel from parcel 062-027.00 in to one 2.53-ac lot with a house and one vacant 2.00-ac lot.

ITEM 8: SUBDIVISION PLATS:
A. PENDEL DIVISION FINAL PLAT - VICK SURVEYING

Public Comments: None



This plat is for 2 lots (1.45-ac and 3.61-ac) on Zeb Warren Road, specifically parcel [008-019.07](#). Both proposed lots have an existing house with a driveway on an existing and recorded 55-ft wide access easement on a driveway on and adjoining parcel. One lot (3.61-ac) will a flag lot with 26-ft of frontage on Zeb Warren Road but use the driveway on the access easement. The "pole" will be 299-ft long before it starts to flare out to the rest of the lot.

Marc Pendel stated that there are three water service lines running in the easement shown with the meters at the road. Planning Director Rush stated that the barn on lot 2 will encroach slightly into the front setback but that proposed property line was the only location that will work between it and the building on lot 1; the carport on lot 1 encroaches in the side setback; and the "pole" of the flag lot will be longer than the 300-foot maximum length. Discussion centered on using the easement for ingress and egress. Stephen Raper stated that the lots will continue to have the right to use the easement unless the property owners decide to relinquish the right to use it. A driveway could be added to lot 2. The waterline that crosses the lots will need an easement as well. Lot 2 could not be further divided without additional road frontage. Staff reported the lot stakes had not been installed.

Ted McWilliams moved to approve the plat with variances for the setback encroachments and flag pole length, adding the easement for the waterline crossing the lots and installing the lot stakes. Motion was seconded and unanimously approved.

Public Comments: None

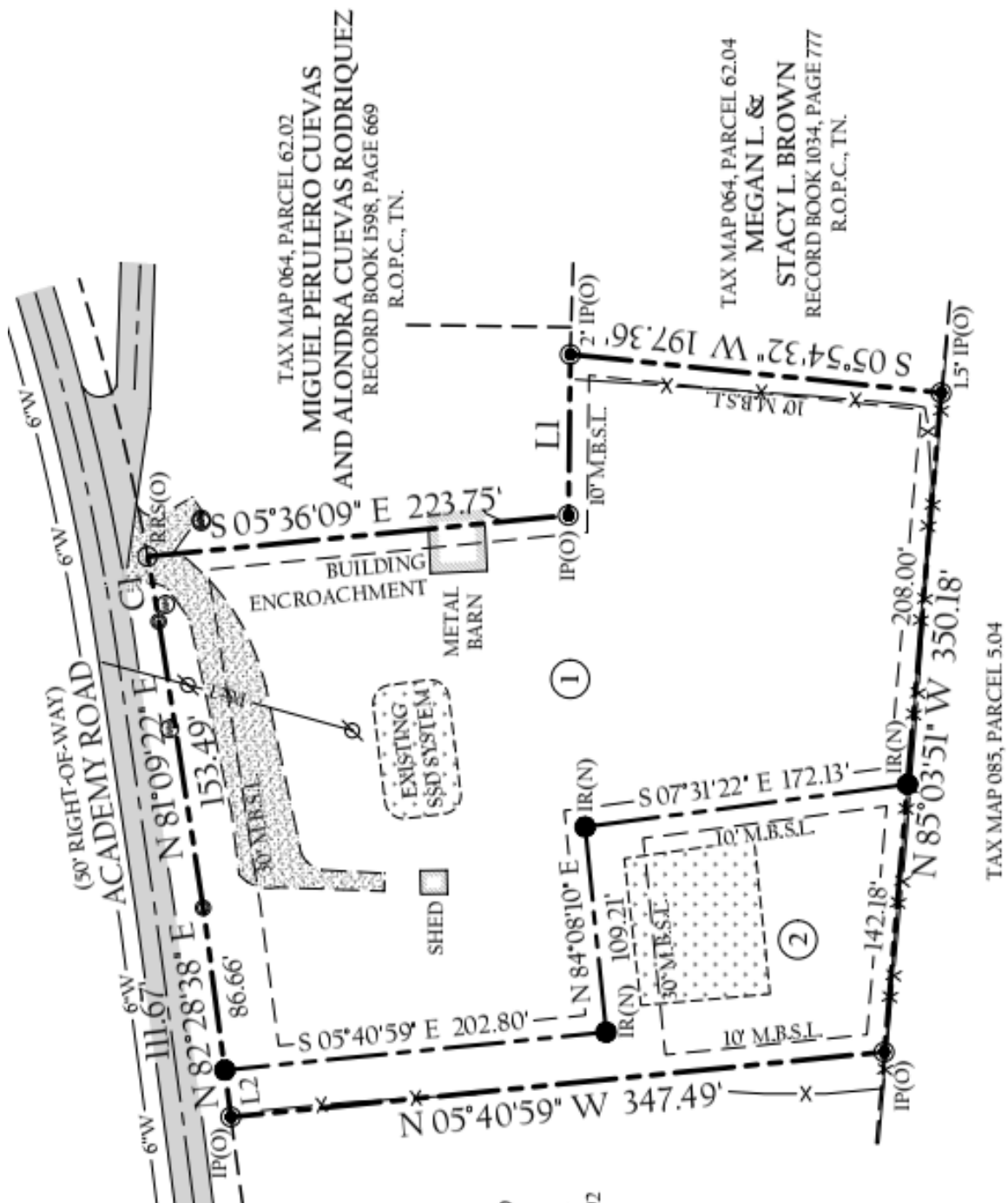




Image of the fence running through the barn on the property line.

This plat is for 2 lots (0.61-ac 2.31-ac) on Academy Road, specifically parcel [064-062.01](#). The 0.61-ac lot will be a flag lot with a 202-foot "pole". There is a metal barn on the 2.31-ac lot that encroaches into the adjoining parcel (064-062.02). There is a fence running along that property line (through the metal barn).

Charles Whittenburg stated that lot 2 is for the owner's granddaughter to put a house on. Planning Director Rush stated that there is a possible wetland/pond on the flag pole that they will need to investigate. Planning Commission Engineer Rinks stated that the sight distance of the flag pole will be limited and should be investigated. Planning Director Rush recommended that plat notes be added to inform potential buyers of the encroachment and sight distance. The encroachment note should say something like "The metal barn depicted on lot 1 encroaching onto tax map 064 parcel 062.02, is a pre-existing structure. Plat approval by the Planning Commission does not address this encroachment, as it is civil matter between property owners." And the other should say something like "Sight Distance of a driveway on lot 2 may be limited." Staff will work with surveyor on the notes.

Robert Riddle moved to approve the plat subject to investigating the possible wetlands and sight distance issues, adding the plat notes as recommended by staff and addressing any regulated wetland on the site. Motion was seconded and unanimously approved.

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

Public Comments:

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. This plat was withdrawn as the owner did not make it to the meeting.

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 _____