

**Cookeville Municipal Planning Commission Agenda**  
**May 18, 2020**  
**5:30 P.M.**

**Action Items:**

- (1) Consider for approval the agenda as submitted.
- (2) Consider for approval the minutes of April 27, 2020.
- (3) Consider a Resolution, determining that, due to the COVID-19 pandemic, meetings of the Cookeville Municipal Planning Commission shall be by electronic means as permitted by Executive Order No. 16. Request submitted by staff.
- (4) Consider for action closure of an undeveloped alley located between East 10<sup>th</sup> Street and Timber Lane. Request submitted by Chris Vick on behalf of Donnie Suits, Capital Communities, LLC. **Developer has requested that this item be withdrawn.**
- (5) Consider for action the preliminary plat of W.P. Brown Subdivision, 16 lots located at 1501 Bunker Hill Road. Request submitted by Willow Park Partners. **Developer has requested that this item be postponed until the June 22<sup>nd</sup> Planning Commission meeting.**
- (6) Consider for action the rezoning of 2.15 acres located on Buck Mountain Road, Tax Map 52, Parcel 07.00 from RS-10 (Single Family Residential) to PRD (Planned Residential Development). Request submitted by Donnie Suits, Capital Communities. **Developer has requested that this item be postponed until the June 22<sup>nd</sup> Planning Commission meeting.**
- (7) Consider for action the rezoning of approximately 4.86 acre portion of Tax Map 067A, Group F, Parcel 040.00 from CR (Regional Commercial) to RD (Single Family and Duplex Residential). Request submitted by Jerry C. Gaw.
- (8) Hold a public hearing and consider for action a request to close, abandon, and declare as surplus property a portion of undeveloped Poplar Avenue right-of-way. Request submitted by Burton Nelson.
- (9) Consider for action the preliminary plat of Concord subdivision, 18 lots located on East Jere Whitson Road. Request submitted by Dealmakers.
- (10) Consider for action zoning code amendment relative to extending deadlines during a natural disaster or emergency declaration. Request submitted by staff.
- (11) Consider for action the final plat of 700 Broad, Phase II, 27 lots located at 731 East Broad Street. Request submitted by Putnam Properties.

**Study Items:**

- (1) Consider for study the preliminary plat of Kacie Avenue Division, six lots located at 621 West Stevens Street. Request submitted by Bobby & Joy Cunningham.

**Staff Reports:**

- (1) Minor Plats Approved & Recorded
  - Windsor Hill Subdivision Lot #2 Final Plat, 2 lots located at 908 & 910 Nottingham Drive – Ingrid Bertmeyer & Richard Thomen
  - Sycamore Church of Christ Combination Plat, 1 lot located at 1144 Crescent Drive and 451 Ellis Avenue – Sycamore Church of Christ
  - Commonwealth Company Resubdivision of Redivision of Tract 2 – 2 lots located at South Willow Avenue & West Jackson Street – V3 Ventures, Jonathan McNabb

**COOKEVILLE PLANNING COMMISSION  
MINUTES  
APRIL 27, 2020**

The Cookeville Planning Commission met on Monday, April 27, 2020 at 5:30 p.m., in the Council Chambers, 45 E. Broad Street, Cookeville, Tennessee.

**MEMBERS PRESENT:** Jim Cobb, Tracy Cody, Daniel Odom, James Stafne, Kay Starkweather, Chris Wakefield and Eric Walker

**MEMBERS ABSENT:** Judy Jennings, Leslie Sullins Draper

**STAFF MEMBERS PRESENT:** Jon Ward, Ken Young, James Mills and Haley Dickson

**STAFF MEMBERS ABSENT:** None

**OTHERS PRESENT:** Ben Wheeler, Chris Vick and Tom Sergio

**ESTABLISHMENT OF QUORUM:** Chairman Stafne announced that a quorum was present for the meeting.

**CONSIDER FOR APPROVAL MOVING ACTION ITEM #6 AND #7 FROM STUDY TO ACTION.** Kay Starkweather made the motion to approve moving Action Item #6 and #7 from Study to Action. Tracy Cody seconded the motion and the motion carried unanimously. **APPROVED MOVING FROM STUDY TO ACTION.**

**CONSIDER FOR APPROVAL THE AGENDA AS SUBMITTED.** Kay Starkweather made the motion to approve the agenda as submitted. Eric Walker seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR APPROVAL THE MINUTES OF FEBRUARY 24, 2020.** Eric Walker made the motion to approve the minutes of February 24, 2020. Daniel Odom seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER A RESOLUTION, DETERMINING THAT, DUE TO THE COVID-19 PANDEMIC, MEETINGS OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION SHALL BE BY ELECTRONIC MEANS AS PERMITTED BY EXECUTIVE ORDER NO. 16. REQUEST SUBMITTED BY STAFF.** Jon Ward stated that Executive Order 16 issued by Governor Bill Lee is an order to ensure that government continues to function openly and transparently during the COVID-19 emergency, while taking appropriate measures to protect the health and safety of citizens and government officials. The Resolution recognizes that the Cookeville Municipal Planning Commission will conduct the April meeting electronically as authorized by the Order.

Kay Starkweather made the motion to approve the request recommended by staff. Tracy Cody seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR ACTION CLOSURE OF AN UNDEVELOPED ALLEY LOCATED BETWEEN EAST 10TH STREET AND TIMBER LANE. REQUEST SUBMITTED BY CHRIS VICK ON BEHALF OF DONNIE SUITS, CAPITAL COMMUNITIES, LLC. MR. DONNIE SUITS HAS REQUESTED THAT THIS ITEM BE POSTPONED UNTIL THE MAY 18TH PLANNING COMMISSION MEETING.** Jon Ward stated that Mr. Donnie Suits, Capital Communities, LLC submitted a request to close and abandon and declare as surplus property for acquisition a portion of an alley located off East 10<sup>th</sup> Street, between the proposed Brighton Park townhome development and properties located off Timer Lane. The portion of the subject alley closure request is approximately 20 feet wide and extends for approximately 245 feet.

**MR. DONNIE SUITS HAS REQUESTED THAT THIS ITEM BE POSTPONED UNTIL THE MAY 18<sup>TH</sup> PLANNING COMMISSION MEETING.**

Kay Starkweather made the motion to approve the request recommended by staff. Jim Cobb seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR ACTION THE FINAL PLAT OF EDGINGTON COURT, A 24 LOT SINGLE FAMILY ATTACHED DEVELOPMENT LOCATED ON WEST BROAD STREET AND CHESTNUT DRIVE. REQUEST SUBMITTED BY JERRY GAW WITH WEST BROAD PARTNERS.**

Jon Ward stated that Mr. Jerry Gaw with West Broad Partners has submitted for approval the Final Plat of Edgington Court, a 24 lot single family attached development of their property fronting West Broad Street and Chestnut Avenue. The preliminary plat was originally approved on March 27, 2017 and was subsequently extended twice and then reapproved for continued development.

**Analysis:** The subject property is identified on Tax Map 53B Group P as Parcel 005.04. The property is zoned CL, "Local Commercial" and consists of approximately 1.77 acres. Adjacent properties to the north and northeast are zoned MS, "Medical Services", remaining properties to the east are zoned CL as are two (2) parcels to the west. The remaining parcels to the west are zoned CL and RD, "Single-Family and Duplex Residential" respectively. The proposed development consists of 23 building lots and Lot 24 encompasses the remaining common areas. Lots 1-18 front an existing ingress/egress private street proposed to be named Edgington Drive. An additional ingress/egress portion serves as frontage for Lots 19-23. (Public Works previously confirmed that the existing street section had been evaluated and meets city street standards). All units are two (2) bedrooms and off street parking is calculated at the rate of 1.25 spaces per bedroom for a minimum required total of 57 parking spaces. 57 spaces are shown on the plat. The plat depicts a new four (4) foot wide sidewalk that has been constructed along one (1) side of Edgington Drive. There is an existing five (5) foot sidewalk along West Broad Street. Public Works requires that the developer pay \$300 total for the stop signs and street signs.

All of the dwelling units are outfitted with sprinkler systems that meet the National Fire Protection Association design standard 13D. In addition, two (2) existing fire hydrants are within the required proximity for fire protection. Water and sewer lines must be shown on the plat and "as-built" plans for the water system must be submitted to Water Quality Control. In addition, language approved by the Water Quality Control Department shall be added to the plat and the Home Owner Association Agreement (HOA) regarding repair and maintenance of the water system. The Electric Department reports that all electric has been installed underground per CED specifications and easements have been provided.

Solid waste management is to be provided using dumpsters as shown on the plat. Public Works requires that street construction must be completed as well as completion of the two (2) detention ponds depicted on the plat. Furthermore, provision for the maintenance and repair of the detention ponds shall be included in the HOA. All of the property including the driveways, parking areas and other common areas and infrastructure components are private. Repair and maintenance of all common elements will be covered under a homeowner's association agreement that is to be submitted in a timely manner after the final plat is recorded.

**Recommendation:** Conditional approval of the final plat subject to the following:

- Developer must submit water and sewer plans to the Water Quality Control Department
- Plat shall depict the water and sewer lines
- Language added regarding repair and maintenance of the water system shall be added to the plat as well as incorporated in the HOA
- Developer shall provide a draft of the HOA for review by Water Quality Control and Public Works before the plat can be finalized for recording
- Developer to pay Public Works \$300 for signage
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments
- The recorded HOA shall be submitted to the Planning Department in a timely manner after the final plat is recorded

Kay Starkweather made the motion to approve the request recommended by staff. Chris Wakefield seconded the motion and the motion carried unanimously. **APPROVED.**

**HOLD A PUBLIC HEARING AND CONSIDER FOR ACTION RENAMING A PORTION OF WEST 8TH STREET FROM THE TENNESSEE TECH QUADRANGLE WEST TO STADIUM DRIVE AND NAMING A NEW STREET FROM STADIUM DRIVE WEST TO NORTH WILLOW AVENUE TO WINGS UP WAY. TENNESSEE TECH UNIVERSITY HAS REQUESTED THAT THIS ITEM BE MOVED FROM STUDY TO ACTION. MOVING THIS ITEM FROM STUDY TO ACTION REQUIRES THE APPROVAL OF THE PLANNING COMMISSION.** Jon Ward stated that Tennessee Tech University has submitted a request to rename a segment of West 8<sup>th</sup> Street and name a new street to Wings Up Way.

**Analysis:** Tennessee Tech is nearing completion of the new Student Recreation Center located on West 7<sup>th</sup> Street, North Willow Avenue and a newly constructed street north of the new building. The new Student Recreation Center was assigned a temporary address of 255 West 7<sup>th</sup> Street during construction. The main entrance of the new Student Rec Center is located on the new street. Tennessee Tech has requested that the newly constructed street be named Wings Up Way. The newly constructed street is contiguous to the east with a segment of West 8<sup>th</sup> Street that terminates at the Tennessee Tech Quadrangle. Tennessee Tech has requested to change the name of this portion of West 8<sup>th</sup> Street to Wings Up Way. The new street and the portion of West 8<sup>th</sup> Street are private streets owned and maintained by Tennessee Tech University. There are five (5) buildings with street numbers located on this segment of West 8<sup>th</sup> Street, and no addresses other than Tennessee Tech buildings are affected by the proposed change.

The procedure for street naming and renaming is found in Title 16, Chapter 2 of the Cookeville Municipal Code. The Municipal Code requires the Planning Commission to approve naming or renaming of streets within the City. No additional property owners are affected by the request and Putnam County E-911 has reviewed and approved the proposed name change. Approval of naming or street renaming shall become effective thirty (30) days following approval by the planning commission unless otherwise specified at the time of approval.

**Recommendation:** Approval of the request to name a new street from North Willow Avenue to Stadium Drive and rename a segment of West 8<sup>th</sup> Street from Stadium Drive to Quadrangle to Wings Up Way.

Tracy Cody made the motion to approve the request recommended by staff. Chris Wakefield seconded the motion and the motion carried unanimously. **APPROVED.**

**CONSIDER FOR ACTION THE RESERVE PRELIMINARY PLAT PHASES II, III, AND IV, 101 SINGLE FAMILY DETACHED RESIDENTIAL LOTS. SUBMITTED BY DESIGN DEVELOPMENT, LLC. DESIGN DEVELOPMENT, LLC HAS REQUESTED THIS ITEM BE MOVED FROM STUDY TO ACTION. MOVING THIS ITEM FROM STUDY TO ACTION REQUIRES THE APPROVAL OF THE PLANNING COMMISSION.**

Jon Ward stated that Mr. Tom Sergio, on behalf of Design Development of TN LLC, has submitted for approval a Preliminary Plat of the Reserve at the Country Club Phases II, III and IV Subdivision, a proposed 101 lot subdivision located off Reserve Drive adjacent to Phase I. The area proposed for these phases is identified as the remainder of Parcel 027.00 on Tax Map 41 and consists of approximately 26.140 acres. Phase I was started in 2008 and approximately 75% of the lots have been developed to date. In September 2017 the Planning Commission granted conditional approval of a Phase II preliminary plat consisting of 23 lots on approximately 4.11 acres. The developer allowed this plat to expire and resubmitted it for re-approval which was granted in June 2019. Since that time, the developer has encountered topographic constraints on the Phase II property area. Mr. Sergio subsequently requested to withdraw the Phase II plat and to redesign the remainder of the parent tract in its entirety as Phases II, III and IV consisting of 101 lots on approximately 26.140 acres.

**Analysis:** The property proposed for development as well as adjacent areas, are all zoned RS-5, Single Family Residential. Phase II will entail the extension of a new looped section of Nicholas Avenue that will connect into Candyland Drive. A new street proposed as Mountain Reserve Drive is to be built in Phase II and will connect from Reserve Drive to the north and to Eagle Drive in the southwest. A currently unnamed cul-de-sac is proposed for construction in Phase IV off of Reserve Drive. The new phases all involve the extension of water and sewer service, the provision of additional fire hydrant and the installation of underground electrical service. New three (3) foot wide sidewalks are to be constructed along each side of the new streets that will mimic the width of the sidewalks constructed in Phase I. However, Public Works states that the current ADA requirements mandate a five (5) wide passing lane every 200 feet which must be shown on the plat and submitted street plans. Rain gardens are to be constructed on each lot and on the street between the curb and sidewalk as the lots are developed as is underway in Phase I. However, some of the smaller lots on the west side of the property may require treatment in an area outside of any of the building lots. This will be evaluated by Public Works upon the submission of grading and drainage plans before construction on the site may proceed.

There is a wetland area in the proposed subdivision that the developer is currently having delineated as required by Public Works to determine if mitigation is warranted. Public Works further stipulated that a 30' wide wetland buffer will be required. In addition, it was noted that there are known flooding problems to the north of the development and additional measures will be needed to prevent additional flooding in the area of the development that drains to the north.

**Recommendation:** Conditional approval of the preliminary plat subject to the following:

- Developer must schedule and attend a pre-construction meeting with all the appropriate city departments
- Developer must submit a roadway plan and profile with storm sewer and sidewalk details to the Department of Public Works. Plan shall include typical road section, subgrade, base width, asphalt width and 2:1 slopes
- Developer shall submit grading plans including drainage plans, storm water detention and water quality upon request to the Department of Public Works
- Developer must submit state approved water and sewer plans to the Water Quality Control Department

- Developer shall submit plans for the installation of underground electric per the Electric Department design requirements
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments

Kay Starkweather made the motion to accept the items for study. Daniel Odom seconded the motion and the motion carried unanimously. **APPROVED.**

**STUDY ITEMS:**

- (1) Consider for study the rezoning of approximately 4.86 acre portion of Tax Map 067A, Group F, Parcel 040.00 from CR (Regional Commercial) to RD (Single Family and Duplex Residential). Request submitted by Jerry C. Gaw.
- (2) Consider for study request to close, abandon, and declare as surplus property a portion of undeveloped Poplar Avenue right-of-way. Request submitted by Burton Nelson.
- (3) Consider for study the preliminary plat of Concord Subdivision, 29 lots located on East Jere Whitson Road. Request submitted by Dealmakers.
- (4) Consider for study the preliminary plat of W.P. Brown Subdivision, 14 lots located at 1501 Bunker Hill Road. Request submitted by Willow Park Partners.
- (5) Consider for study the rezoning of 2.15 acres located on Buck Mountain Road, Tax Map 52, Parcel 07.00 from RS-10 (Single Family Residential) to PRD (Planned Residential Development). Request submitted by Donnie Suits, Capital Communities.
- (6) Consider for study zoning code amendment relative to extending deadlines during a natural disaster or emergency declaration. Request submitted by staff.

Kay Starkweather made the motion to accept the items for study. Chris Wakefield seconded the motion and the motion carried unanimously. **APPROVED.**

**STAFF REPORTS:**

- (1) Minor plats approved & recorded:
  - 2 lot subdivision for lot 2 of the re-division of Windsor Hills Island Division – Jerry & Paul Gaw
  - 2 lot subdivision for the re-division of lot 1 of Fortis Institute Division – Demontburn Park Holdings & Randolph & Parks (J.D. Parks)

**ADJOURNMENT: 6:01 P.M.**

**SUBMITTED FOR APPROVAL**

**SUBMITTED FOR RECORDING**

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**HALEY DICKSON  
PLANNING ASSISTANT**

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**JIM STAFNE, CHAIRMAN  
COOKEVILLE PLANNING  
COMMISSION**

### ***Action Item 3***

Consider a Resolution, determining that, due to the COVID-19 pandemic, meetings of the Cookeville Municipal Planning Commission shall be by electronic means as permitted by Executive Order No. 16 and No. 34. Request submitted by staff.

## RESOLUTION

**A RESOLUTION OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION DETERMINING THAT, DUE TO THE COVID-19 PANDEMIC, THE MAY 18<sup>TH</sup>, 2020 MEETING OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION SHALL BE BY ELECTRONIC MEANS AS PERMITTED BY EXECUTIVE ORDER NO. 16 AND NO. 34**

**WHEREAS**, Executive Order No. 16 issued on March 20, 2020 and Executive Order No. 34 issued on May 6, 2020 by the Honorable Bill Lee, Governor of the State of Tennessee as a reasonable measure to protect the health and safety of citizens and government officials while ensuring that government business may continue in a manner that is open and accessible to the public, has declared that the provisions of the Open Meetings Act, Tennessee Code Annotated, Title 8, Chapter 44, Part 1, are suspended to the extent necessary to allow a governing body, as defined in Tennessee Code Annotated, Section 8-44-102, including the Cookeville Municipal Planning Commission, to meet and conduct essential business by electronic means, rather than being required to gather a quorum of members physically present at the same location; and

**WHEREAS**, the Cookeville Municipal Planning Commission has determined that meeting electronically is necessary to protect the health and safety of citizens, government officials and staff in light of the COVID-19 pandemic.

**NOW, THEREFORE, BE IT RESOLVED**, that pursuant to Executive Order No. 16 and No. 34 and in a manner consistent with Article I, Section 19 of the Tennessee Constitution, Cookeville Municipal Planning Commission meetings shall be conducted by electronic means and shall be open and accessible to public attendance by electronic means. Executive Order No. 16 and No. 34 do not in any way limit existing quorum or voting requirements under law, and all provisions of Tennessee Code Annotated, Section 8-44-108(c), remain in effect.

ADOPTED AND EFFECTIVE THIS 18th DAY OF MAY, 2020.

\_\_\_\_\_  
Jim Stafne, Chairman, Cookeville Municipal  
Planning Commission

ATTEST:

\_\_\_\_\_  
Haley Dickson, Secretary, Cookeville  
Municipal Planning Commission

#### *Action Item 4*

Consider for action closure of an undeveloped alley located between East 10th Street and Timber Lane. Request submitted by Chris Vick on behalf of Donnie Suits, Capital Communities, LLC. **Developer has requested that this item be withdrawn.**

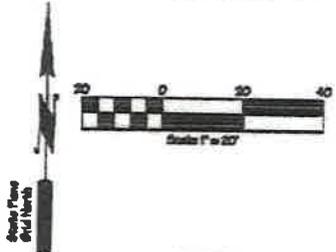
5/8/2020

I would like to request that the alley closure be withdrawn from consideration at this time.

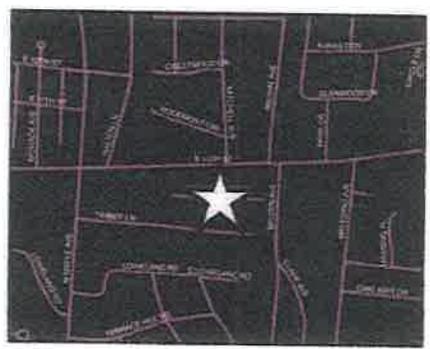
Donnie Suits

A handwritten signature in blue ink, appearing to read "Donnie Suits". The signature is written in a cursive style with a large initial "D" and "S".





**JACKIE BENT**  
 Lots 2-12 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 123  
 Plat 250 Page 87  
 Plat Col A Slide 20  
 Zoned CR



LOCATION MAP

**JAMES K. WILLIAMS**  
 Lots 23-34 & 37-41 of Gene Rogers  
 Subdivision  
 Map 40-N Group D Parcel 125  
 Plat 250 Page 88  
 Plat Col A Slide 20  
 Zoned CR

**LEGEND**

▽	WIRELINE
○	POLE PIPE
⊗	SPRING WATER POINT
⊕	WATER HEAD
○	18" PIPE (cast)
○	WATER (cast)
○	SEWERING PIPE
○	PIPE (cast)

- ASSURANCES**
1. Christopher M. Vick, hereby certifies that this map was drawn under my supervision from an actual GPS survey made under my direction and the following information was used to perform the survey:
    - (a) Type of Survey: Real Time Kinematic
    - (b) Functional Accuracy: 0.025m
    - (c) Date of Survey: 12 January 2014
    - (d) Datum/Height: NAD83(2011) Mean Sea Level
    - (e) Horizontal/Vertical Accuracy: 1:50,000 Horizontal
    - (f) Control Points: Checkpoint
    - (g) Control and Stationing: Geostationary

**OPTIK ENVIRONMENT, LLC**  
 Lot 125-148 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 127  
 Plat 250 Page 200  
 Plat Col A Slide 20  
 Zoned CR

**MICHAEL DANCO &  
 LEAH D. DANCO**  
 Lot 23 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 127  
 Plat 250 Page 170  
 Plat Col A Slide 20

**RYAN E. MCCURRY &  
 JOHANNA M. MCCURRY**  
 Lot 34 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 125  
 Plat 250 Page 405  
 Plat Col A Slide 20

**JERRY V. FOSTER &  
 JUDITH A. FOSTER**  
 Lot 24 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 125  
 Plat 250 Page 204  
 Plat Col A Slide 20

Note: Every document of record related and considered as a part of this survey is noted herein. This survey is prepared from the current deed of record and does not represent a title search or a guarantee of title and is subject to any state of facts that a current accurate title search will reveal.

This is a boundary line survey. There is absolutely no certification made as to the existence or non-existence of the following: easements, encroachments or rights-of-way, unless otherwise noted herein. All surface utilities or structures shown ground surface elevations thereon, unless clearly shown and labeled on each survey, including, structures, poles, lines or easements other than those which are clearly shown and labeled as such herein; flood areas or designated flood zones unless otherwise noted; or any other facts that could be deemed important.

Note: The plat shown herein is subject to regulatory authority and is subject to change according to physical evidence. (i.e. utilities, political lines, roads, lakes, ponds, bodies of water, etc.)

Note: This property may be subject to utility easements and/or other rights-of-way.

I hereby certify that this is a category II & III survey and that the entire or portions of the uncolored survey to an adjacent LOT/DO are shown herein and have been performed in conformity with current Tennessee Uniform Standards of Practice.

Date: 12/1/14 File No: 09-0004-014

Christopher M. Vick, RLS #2164  
**VICK SURVEYING, LLC**  
 2772 Hidden Cove Road, Cookeville, TN 38512-1256

# Alley Closure

## 20 FOOT WIDE ALLEY EXHIBIT

OFF OF EAST TENTH STREET  
 OFF OF TIMBER LANE  
 ROGERS SUBDIVISION  
 1ST CIVIL DISTRICT  
 PUTNAM COUNTY, TENNESSEE  
 PLAT REF: CABINET A SLIDE 38  
 TAX MAP ?? PARCEL ???

### *Action Item 5*

Consider for action the preliminary plat of W.P. Brown Subdivision, 16 lots located at 1501 Bunker Hill Road. Request submitted by Willow Park Partners. **Developer has requested that this item be postponed until the June 22nd Planning Commission meeting.**

## Haley Dickson

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**From:** Kenneth Young  
**Sent:** Tuesday, May 12, 2020 11:59 AM  
**To:** Jack Lynn  
**Cc:** Jonathan Ward; Haley Dickson  
**Subject:** RE: W. P. Brown Preliminary Plat

Thanks for letting me know. I will make sure it is on the 6/22 PC agenda.

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**From:** Jack Lynn [<mailto:jackclynn@gmail.com>]  
**Sent:** Tuesday, May 12, 2020 11:29 AM  
**To:** Kenneth Young  
**Subject:** Re: W. P. Brown Preliminary Plat

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Yes let's hold off for now. We should have everything ready for June.

Thanks for reaching out.

Sent from my iPhone .

On May 12, 2020, at 10:18 AM, Kenneth Young <[kry@cookeville-tn.gov](mailto:kry@cookeville-tn.gov)> wrote:

Jack,

Do you want to hold off on the Planning Commission hearing this next Monday the 18<sup>th</sup> to give you time to have the topo work done? The June meeting will be on the 22<sup>nd</sup>. Please let me know as soon as you can so I can plan accordingly.

Thanks,

Ken

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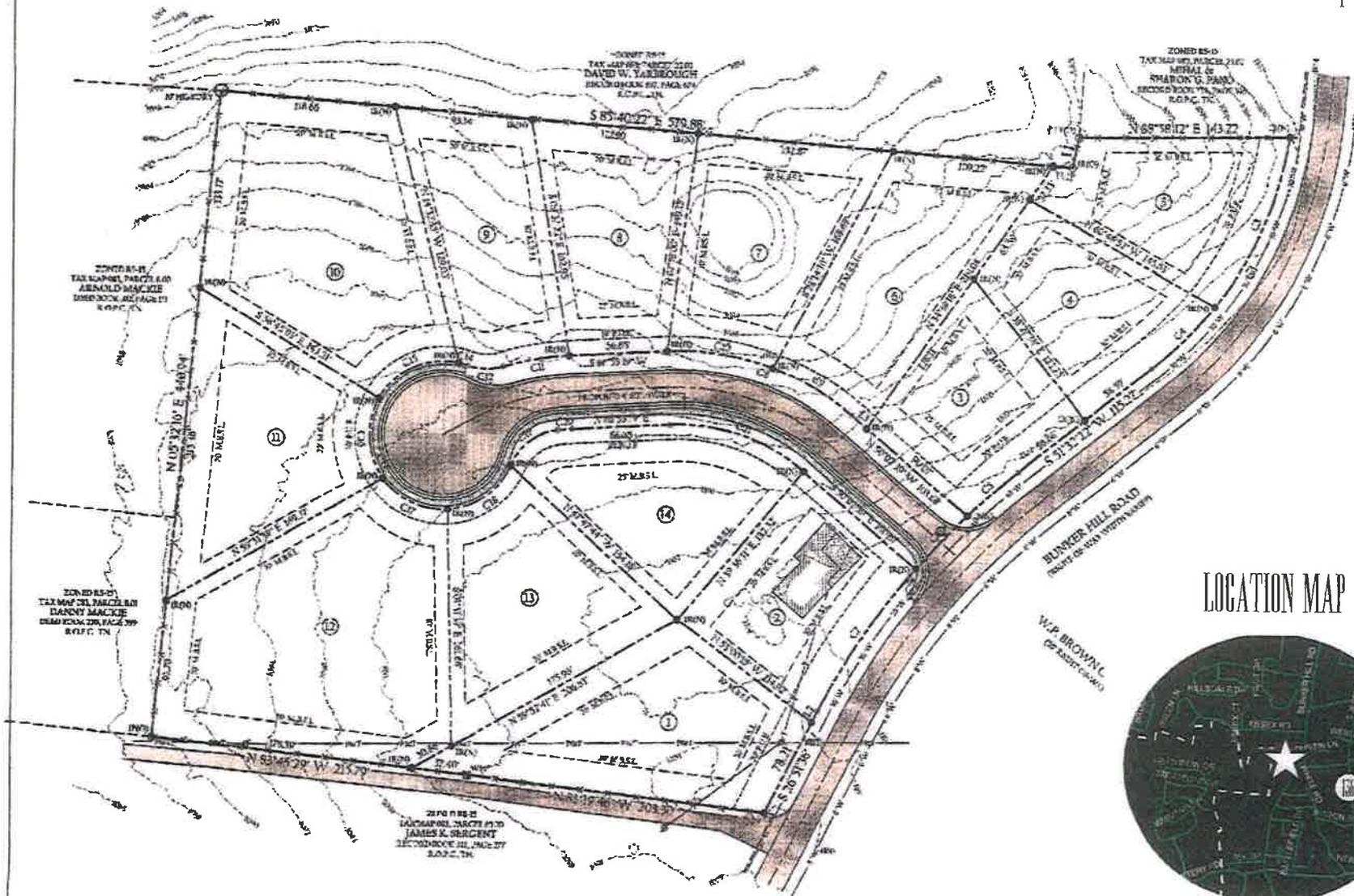
Electronic communications with officials and employees of the City of Cookeville are subject to the Tennessee Public Records Act.

# W.P. Brown Subdivision

## PRELIMINARY PLAT

PLANNING  
DEPARTMENT

4-21-2020



LOCATION MAP



### *Action Item 6*

Consider for action the rezoning of 2.15 acres located on Buck Mountain Road, Tax Map 52, Parcel 07.00 from RS-10 (Single Family Residential) to PRD (Planned Residential Development). Request submitted by Donnie Suits, Capital Communities. **Developer has requested that this item be postponed until the June 22nd Planning Commission meeting.**

## Jonathan Ward

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**From:** Donnie Suits <dfsuits@capital-communities.com>  
**Sent:** Tuesday, May 12, 2020 3:44 PM  
**To:** Jonathan Ward  
**Subject:** zoning postponing

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

John,  
Hello. i'm trying to acquire some adjoining property and will have redesign it. So please postpone mine for next month.  
Thank you, Donnie

Sent from my iPhone





### ***Action Item 7***

Consider for action the rezoning of approximately 4.86 acre portion of Tax Map 067A, Group F, Parcel 040.00 from CR (Regional Commercial) to RD (Single Family and Duplex Residential). Request submitted by Jerry C. Gaw.

# APPLICATION FOR REZONING

## The City of Cookeville

In order to be considered by the Cookeville Planning Commission, this form shall be filed with the Cookeville Planning Department by 12:00 noon on the first Monday of the month during which it is to be considered. All supporting documentation, as well as a filing fee of \$200.00, shall accompany this form. You are urged to consult with the staff of the Cookeville Planning Department in order to determine what documentation will be required.

EXISTING ZONING CR

PROPOSED ZONING RD

### OFFICE ONLY

Date Filed: \_\_\_\_\_

Date taken for Study: \_\_\_\_\_

Planning Commission: Approved Disapproved

Date: \_\_\_\_\_

Date sent to Council: \_\_\_\_\_

Date of Public Notice: \_\_\_\_\_

Ordinance Number: \_\_\_\_\_

1<sup>st</sup> Reading: \_\_\_\_\_

2<sup>nd</sup> Reading: \_\_\_\_\_

Effective Date: \_\_\_\_\_

#### LOCATION OF PROPERTY TO BE REZONED \*

ADDRESS: Highway 111, Oxford Place

TAX MAP NUMBER: 067A, F, 040.00

SUBDIVISION (If applicable): Windsor Hill Isle Division

\* A copy of the Putnam County Tax Map showing the property to be rezoned shall be attached. If available, a survey of the site shall also be attached.

#### OWNER OF PROPERTY TO BE REZONED

NAME: Jerry C. Gaw

ADDRESS: PO Box 1189

CITY: Cookeville STATE: TN ZIP: 38503

PHONE: 931-526-3700

#### AUTHORIZED AGENT \*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

\* If an attorney, real estate agent, family member, or other individual is to serve as agent or spokesman for the property owner, a letter from the owner designating said agent shall accompany this form.

#### LAND USE

EXISTING LAND USE:

Vacant

PROPOSED LAND USE:

Residential

#### REASON FOR REQUESTING REZONING:

Requesting rezoning of the 4.86 +/- acre section of Lot 2 of the "Resubdivision of Windsor Hill Island Division" from CR to RD for a residential development.

REVIEWED BY: \_\_\_\_\_

DATE: \_\_\_\_\_



District Attorney

CL

CR

Site

RD

Proposed

ReZoning

CR ( Regional Commercial )

RD ( Single Family & Duplex Residential )

Cedar Hills  
Retirement Center

Cambridge Ct

Oxford Pl

Nottingham Drive

Windsor Isle Dr

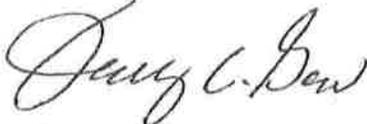
Windsor Hill Dr

Jerry C. Gaw, Inc.  
P.O.Box 1189  
Cookeville, TN 38503  
931-526-3700/Fax 931-528-3480

City of Cookeville  
RE: Rezoning Request

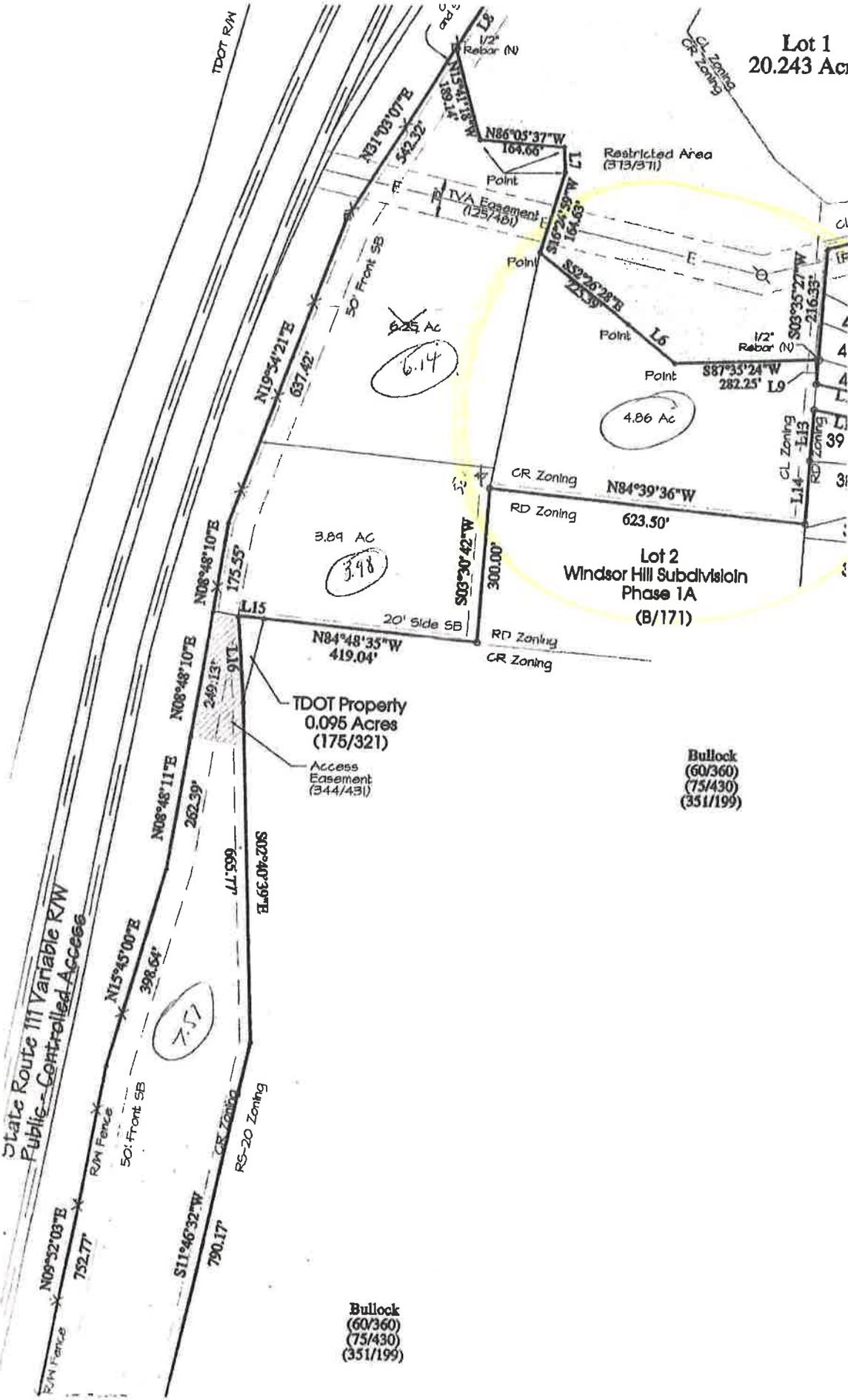
I would like to request rezoning of the 4.86 +/- Acres section of Lot 2 of the "Redivision of  
"Windsor Hill Island Division" from CR to RD. Please call if you have any questions.

Thank you,

A handwritten signature in cursive script that reads "Jerry C. Gaw".

Jerry C. Gaw

Lot 1  
20.243 Ac



Bullock  
(60/360)  
(75/430)  
(351/199)

Bullock  
(60/360)  
(75/430)  
(351/199)

### ***Action Item 8***

Hold a public hearing and consider for action a request to close, abandon, and declare as surplus property a portion of undeveloped Poplar Avenue right-of-way. Request submitted by Burton Nelson.



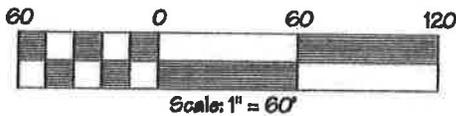
# UNDEVELOPED ROAD SURVEY

CITY OF COOKEVILLE PROPERTY  
 POPLAR AVENUE (UNDEVELOPED)  
 C.E. WILSON SUBDIVISION  
 1ST CIVIL DISTRICT  
 PUTNAM COUNTY, TN  
 TOTAL ACRES: 0.33 AC  
 DATE: 03 APRIL 2020  
 DEED REF: RB 1179 PAGE 711  
 MAP 53-B GROUP G PARCEL 1.00  
 PLAT REF: BOOK 25 PAGE 449

## GPS CERTIFICATION:

I, Christopher M. Vick, hereby certify that this map was drawn under my supervision from an actual GPS survey made under my supervision and the following information was used to perform the survey:

- (a) Type of Survey: Real Time Kinematic
- (b) Positional Accuracy: 0.05 feet
- (c) Date of survey: 11 March 2020
- (d) Datum/Epoch: NAD83(2011) Epoch 2010.00
- (e) Published/Fixed-control used: TDOT CORS Network
- (f) Geoid Model: Geoid12A
- (g) Combined grid factor(s): 0.99999498



LEGEND	
⊙	MANHOLE
⊗	WATER METER
○	1/2" PIPE (found)
⊗	RAILROAD ROW
⊙	REBAR (found)
⊙	CLEAN OUT
⊙	POWER POLE
⊙	CLEAN OUT

Note: The point of beginning is located N 84°04'27" E 31.10 feet from a water meter.

Note: Every document of record reviewed and considered as a part of this survey is noted hereon. This survey is prepared from the current deed of record and does not represent a title search or a guarantee of title and is subject to any state of facts that a current accurate title search will reveal.

This is a boundary line survey. There is absolutely no certification made as to the existence or non-existence of the following: wetlands; easements or rights-of-way unless otherwise noted hereon; sub-surface utilities or streams; above ground utilities other than those which are clearly shown and labeled as such hereon; buildings, structures, ponds, lakes or streams other than those which are clearly shown and labeled as such hereon; flood areas or designated flood zones unless otherwise noted; or any and all other land features that could be deemed topographic.

Note: The plat drawn hereon is subject to regulatory authority and is subject to change according to physical evidence. (i.e. blufflines, painted lines, roads, lakes, ponds, inlets of ownership, etc.)

Note: This property may be subject to utility ingress/egress and/or right-of-ways.

I hereby certify that this is a category II & IV survey and that the ratio of precision of the unadjusted survey is at minimum 1/7500 as shown hereon and has been performed in compliance with current Tennessee Minimum Standards of Practice.

AUXIN DEVELOPMENT  
 Map 53-B Group G Parcel 5.00  
 RB 994 Page 781

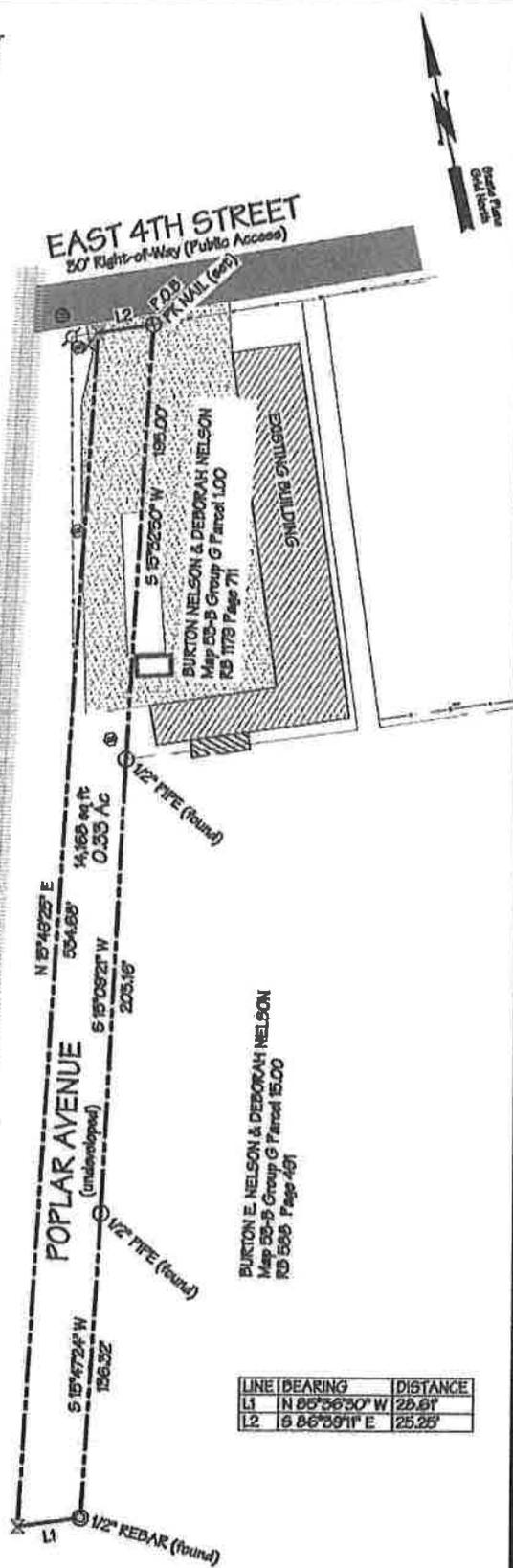
Christopher M. Vick, RLS #2164

VICK SURVEYING, LLC

2772 Hidden Cove Road, Cookeville, TN 38512-1286

Drawn by: CHN File No: 10-92c4

N & E RAILROAD



LINE	BEARING	DISTANCE
L1	N 85°56'30" W	25.61'
L2	S 86°59'11" E	25.25'

### *Action Item 9*

Consider for action the preliminary plat of Concord subdivision, 18 lots located on East Jere Whitson Road. Request submitted by Dealmakers.

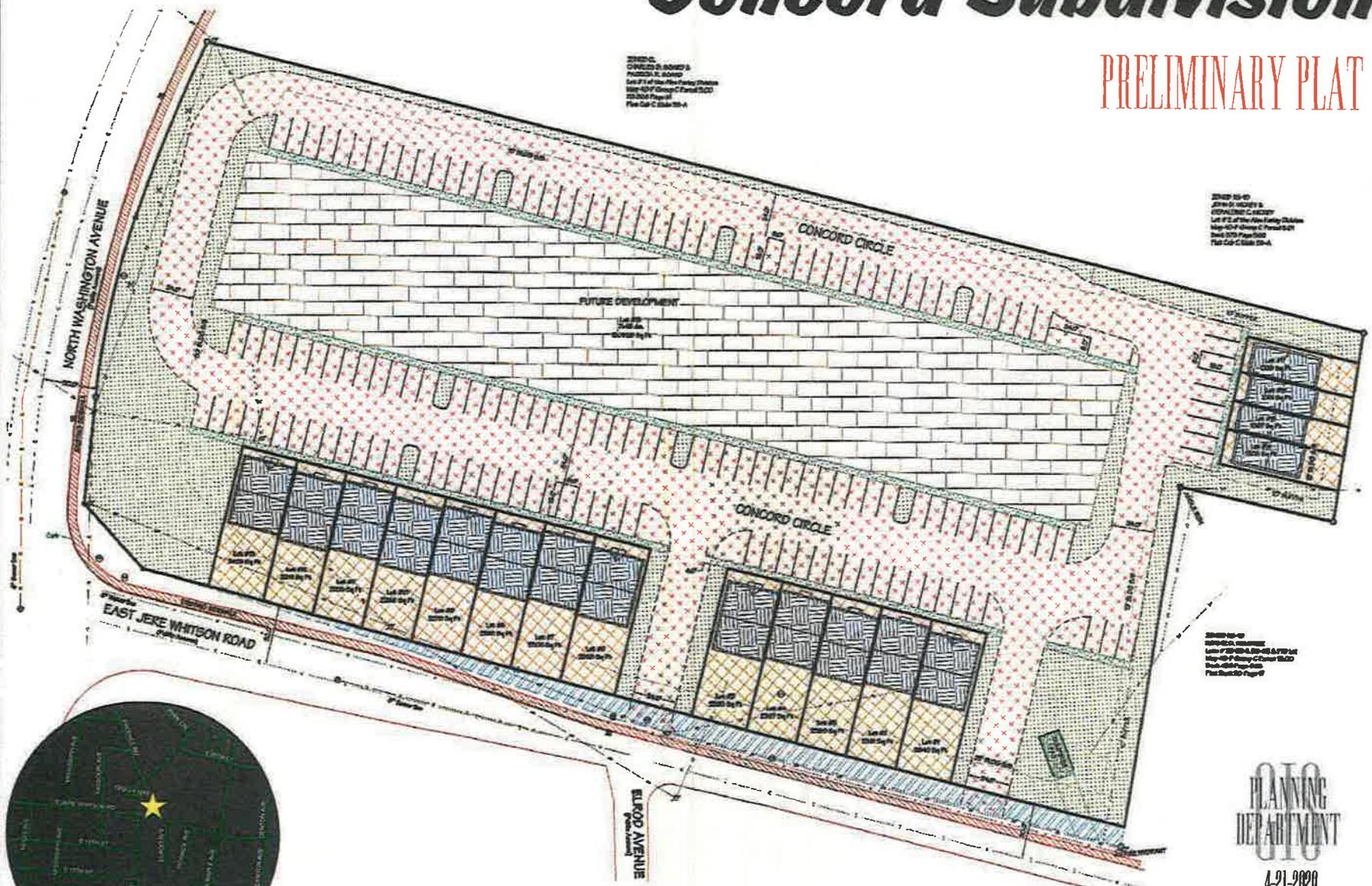
# Concord Subdivision

## PRELIMINARY PLAT

ZONE C  
CONCORD CIRCLE &  
FUTURE DEVELOPMENT  
See 111 of the New Family Division  
Map 407 of Town of Concord  
Book 273 Page 500  
Plan C-10-10-A

ZONE R-10  
CONCORD CIRCLE &  
CONCORD CIRCLE  
See 111 of the New Family Division  
Map 407 of Town of Concord  
Book 273 Page 500  
Plan C-10-10-A

ZONE R-10  
CONCORD CIRCLE &  
CONCORD CIRCLE  
See 111 of the New Family Division  
Map 407 of Town of Concord  
Book 273 Page 500  
Plan C-10-10-A



LOCATION MAP

PLANNING  
DEPARTMENT  
4-21-2020

### ***Action Item 10***

Consider for action zoning code amendment relative to extending deadlines during a natural disaster or emergency declaration. Request submitted by staff.

MEMORANDUM

TO: Cookeville Municipal Planning Commission

FROM: Jon Ward, Planning Director

DATE: May 14, 2020

SUBJECT: Zoning Code Amendment, Approval Extensions due to Emergency Declarations or Natural Disasters

---

Due to the recent COVID-19 pandemic the Planning Department recognizes a need relative to development approval deadlines due to emergency or disaster declarations. The rapidly evolving situation with the pandemic resulted in a last minute cancellation of the March 2020 Planning Commission meeting. If a development approval had been set to expire for the March meeting, the Zoning Code includes no provisions to address extensions due to extenuating circumstances. Also, during the recent safer at home order, many professional businesses have operated at limited capacities. The Planning Department would recommend the Planning Commission consider an amendment to the Zoning Code, Section 233, Administration and Enforcement to add a new section that would allow any pending approval expiration required by the Zoning Code to be extended by administrative approval by the Planning Department for six (6) additional months. The Planning Department would recommend adding the following Section 233.16 to the Zoning Code:

**233.16 EXTENSION OF APPROVAL EXPIRATION DUE TO DISASTER OR EMERGENCY DECLARATION**

In the event of a Disaster Declaration or an Emergency Declaration, extension of development approval may be granted by the Planning Department for an additional six (6) months beyond any expiration date required by the Zoning Code. Requests for extensions due to Natural Disasters or Emergency Declarations must be submitted to the Planning Department prior to the expiration date. The request must include justification that the disaster or emergency declaration has impacted progress on the project and an extension would be a reasonable accommodation.

### *Action Item 11*

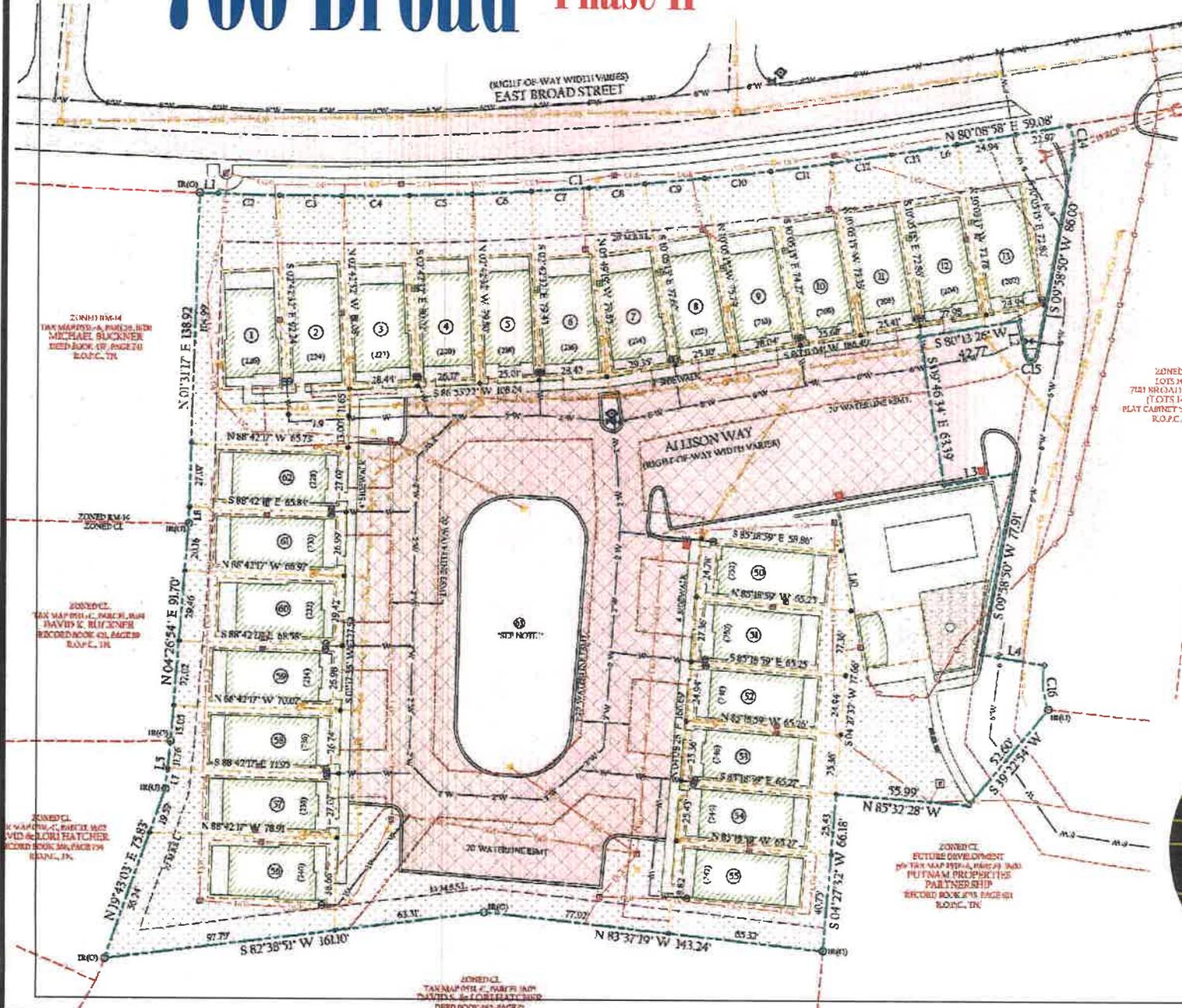
Consider for action the final plat of 700 Broad, Phase II, 27 lots located at 731 East Broad Street.  
Request submitted by Putnam Properties.

# 700 Broad Phase II

PRELIMINARY PLAT

PLANNING  
DEPARTMENT

5-12-2020



ZONED C  
LOTS 1-4  
700 BROAD ST  
PLAT CARRIET 14  
R.O.P.C. 7

LOCATION MAP



OWNER  
EUTURE DEVELOPMENT  
BY TAX MAP 0014, PARCEL 1000  
PUTNAM PROPERTIES  
PARTNERSHIP  
RECORD BOOK 145, PAGE 81  
ROCK, TN

ZONED C1  
TAX MAP 0014, PARCEL 1000  
DAVIDS & FORBATH SUBP  
DEED BOOK 162, PAGE 21

ZONED RM-4  
TAX MAP 0014, PARCEL 1000  
MIDDLEBURY SUBDIVISION  
RECORD BOOK 145, PAGE 21  
R.O.P.C. 7

ZONED RM-4  
ZONED C1  
TAX MAP 0014, PARCEL 1000  
DAVIDS & FORBATH SUBP  
RECORD BOOK 162, PAGE 21  
R.O.P.C. 7

ZONED C1  
TAX MAP 0014, PARCEL 1000  
DAVIDS & FORBATH SUBP  
RECORD BOOK 162, PAGE 21  
R.O.P.C. 7

### ***Study Item 1***

Consider for study the preliminary plat of Kacie Avenue Division, six lots located at 621 West Stevens Street. Request submitted by Bobby & Joy Cunningham.

# Kacie Avenue Division

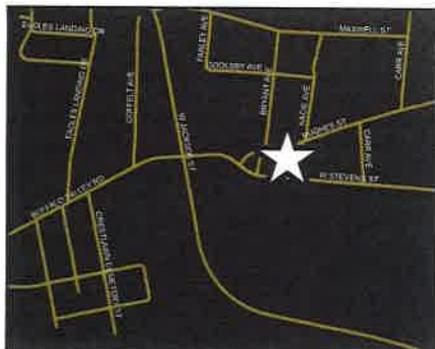
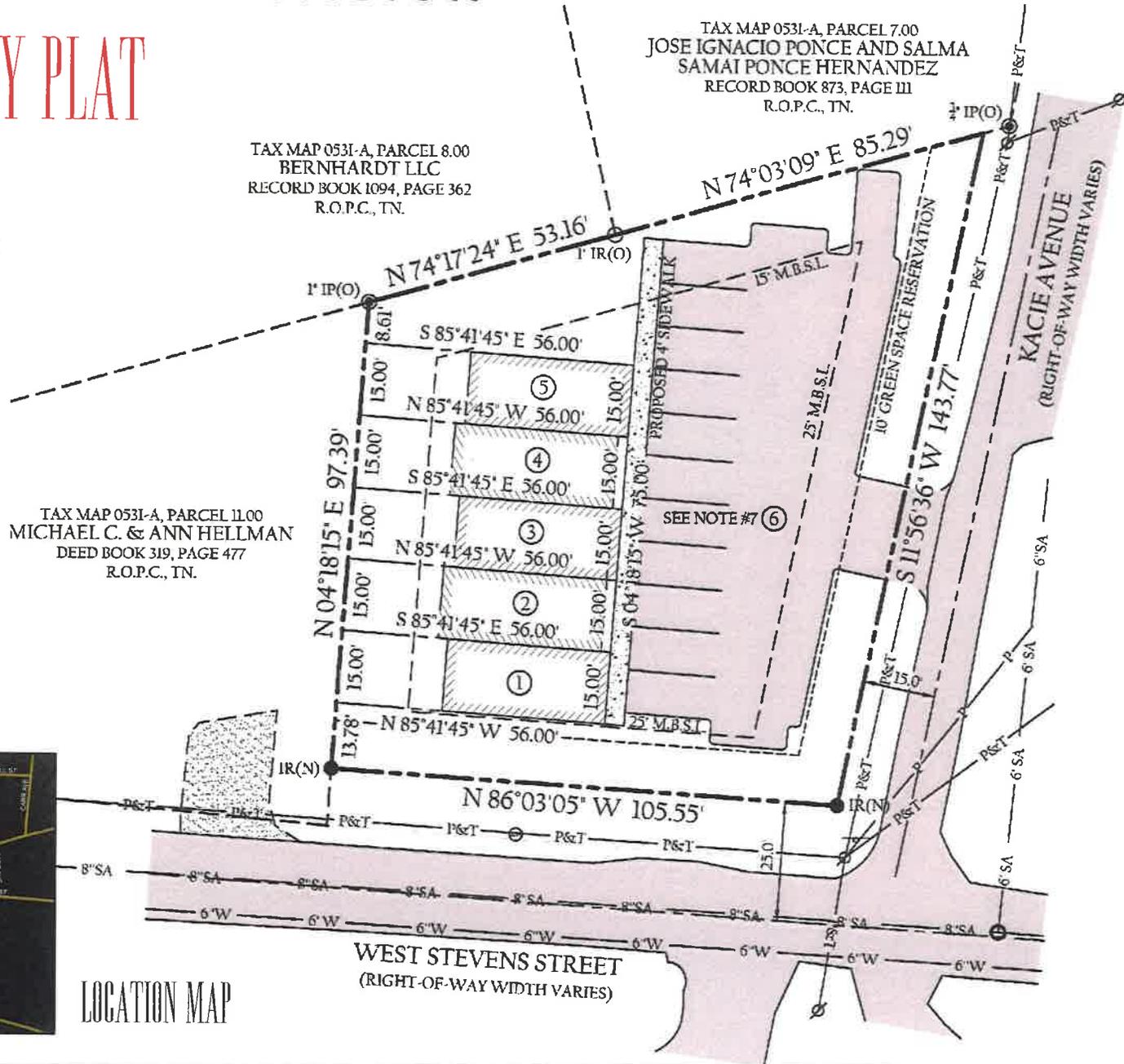
## PRELIMINARY PLAT



TAX MAP 0531-A, PARCEL 8.00  
BERNHARDT LLC  
RECORD BOOK 1094, PAGE 362  
R.O.P.C., TN.

TAX MAP 0531-A, PARCEL 7.00  
JOSE IGNACIO PONCE AND SALMA  
SAMAI PONCE HERNANDEZ  
RECORD BOOK 873, PAGE III  
R.O.P.C., TN.

TAX MAP 0531-A, PARCEL 11.00  
MICHAEL C. & ANN HELLMAN  
DEED BOOK 319, PAGE 477  
R.O.P.C., TN.



LOCATION MAP

COOKEVILLE

---

PLANNING  
COMMISSION

---

*May 18, 2020*

# ACTION ITEMS

CONSIDER FOR APPROVAL

---

***THE AGENDA  
AS SUBMITTED.***

**Cookeville Municipal Planning Commission Agenda**  
**May 18, 2020**  
**5:30 P.M.**

**Action Items:**

- (1) Consider for approval the agenda as submitted.
- (2) Consider for approval the minutes of April 27, 2020.
- (3) Consider a Resolution, determining that, due to the COVID-19 pandemic, meetings of the Cookeville Municipal Planning Commission shall be by electronic means as permitted by Executive Order No. 16. Request submitted by staff.
- (4) Consider for action closure of an undeveloped alley located between East 10<sup>th</sup> Street and Timber Lane. Request submitted by Chris Vick on behalf of Donnie Suits, Capital Communities, LLC. **Developer has requested that this item be withdrawn.**
- (5) Consider for action the preliminary plat of W.P. Brown Subdivision, 16 lots located at 1501 Bunker Hill Road. Request submitted by Willow Park Partners. **Developer has requested that this item be postponed until the June 22<sup>nd</sup> Planning Commission meeting.**
- (6) Consider for action the rezoning of 2.15 acres located on Buck Mountain Road, Tax Map 52, Parcel 07.00 from RS-10 (Single Family Residential) to PRD (Planned Residential Development). Request submitted by Donnie Suits, Capital Communities. **Developer has requested that this item be postponed until the June 22<sup>nd</sup> Planning Commission meeting.**
- (7) Consider for action the rezoning of approximately 4.86 acre portion of Tax Map 067A, Group F, Parcel 040.00 from CR (Regional Commercial) to RD (Single Family and Duplex Residential). Request submitted by Jerry C. Gaw.
- (8) Hold a public hearing and consider for action a request to close, abandon, and declare as surplus property a portion of undeveloped Poplar Avenue right-of-way. Request submitted by Burton Nelson.
- (9) Consider for action the preliminary plat of Concord subdivision, 29 lots located on East Jere Whitson Road. Request submitted by Dealmakers.
- (10) Consider for action zoning code amendment relative to extending deadlines during a natural disaster or emergency declaration. Request submitted by staff.
- (11) Consider for action the final plat of 700 Broad, Phase II, 27 lots located at 731 East Broad Street. Request submitted by Putnam Properties.

**Study Items:**

- (1) Consider for study the preliminary plat of Kacie Avenue Division, six lots located at 621 West Stevens Street. Request submitted by Bobby & Joy Cunningham.

**Staff Reports:**

- (1) Minor Plats Approved & Recorded
  - Windsor Hill Subdivision Lot #2 Final Plat, 2 lots located at 908 & 910 Nottingham Drive – Ingrid Bertmeyer & Richard Thomen
  - Sycamore Church of Christ Combination Plat, 1 lot located at 1144 Crescent Drive and 451 Ellis Avenue – Sycamore Church of Christ
  - Commonwealth Company Resubdivision of Redivision of Tract 2 – 2 lots located at South Willow Avenue & West Jackson Street – V3 Ventures, Jonathan McNabb

CONSIDER FOR APPROVAL

---

***THE MINUTES OF  
APRIL 27, 2020***

# CONSIDER A RESOLUTION

---

*Determining that, due to the COVID-19 pandemic, meetings of the Cookerille Municipal Planning Commission shall be by electronic means as permitted by Executive Order No. 16 & No 34.*

# RESOLUTION

**A RESOLUTION OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION DETERMINING THAT, DUE TO THE COVID-19 PANDEMIC, THE MAY 18<sup>TH</sup>, 2020 MEETING OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION SHALL BE BY ELECTRONIC MEANS AS PERMITTED BY EXECUTIVE ORDER NO. 16 AND NO. 34**

**WHEREAS**, Executive Order No. 16 issued on March 20, 2020 and Executive Order No. 34 issued on May 6, 2020 by the Honorable Bill Lee, Governor of the State of Tennessee as a reasonable measure to protect the health and safety of citizens and government officials while ensuring that government business may continue in a manner that is open and accessible to the public, has declared that the provisions of the Open Meetings Act, Tennessee Code Annotated, Title 8, Chapter 44, Part 1, are suspended to the extent necessary to allow a governing body, as defined in Tennessee Code Annotated, Section 8-44-102, including the Cookeville Municipal Planning Commission, to meet and conduct essential business by electronic means, rather than being required to gather a quorum of members physically present at the same location; and

**WHEREAS**, the Cookeville Municipal Planning Commission has determined that meeting electronically is necessary to protect the health and safety of citizens, government officials and staff in light of the COVID-19 pandemic.

**NOW, THEREFORE, BE IT RESOLVED**, that pursuant to Executive Order No. 16 and No. 34 and in a manner consistent with Article I, Section 19 of the Tennessee Constitution, Cookeville Municipal Planning Commission meetings shall be conducted by electronic means and shall be open and accessible to public attendance by electronic means. Executive Order No. 16 and No. 34 do not in any way limit existing quorum or voting requirements under law, and all provisions of Tennessee Code Annotated, Section 8-44-108(c), remain in effect.

ADOPTED AND EFFECTIVE THIS 18th DAY OF MAY, 2020.

\_\_\_\_\_  
Jim Stafne, Chairman, Cookeville Municipal  
Planning Commission

ATTEST:

\_\_\_\_\_  
Haley Dickson, Secretary, Cookeville  
Municipal Planning Commission

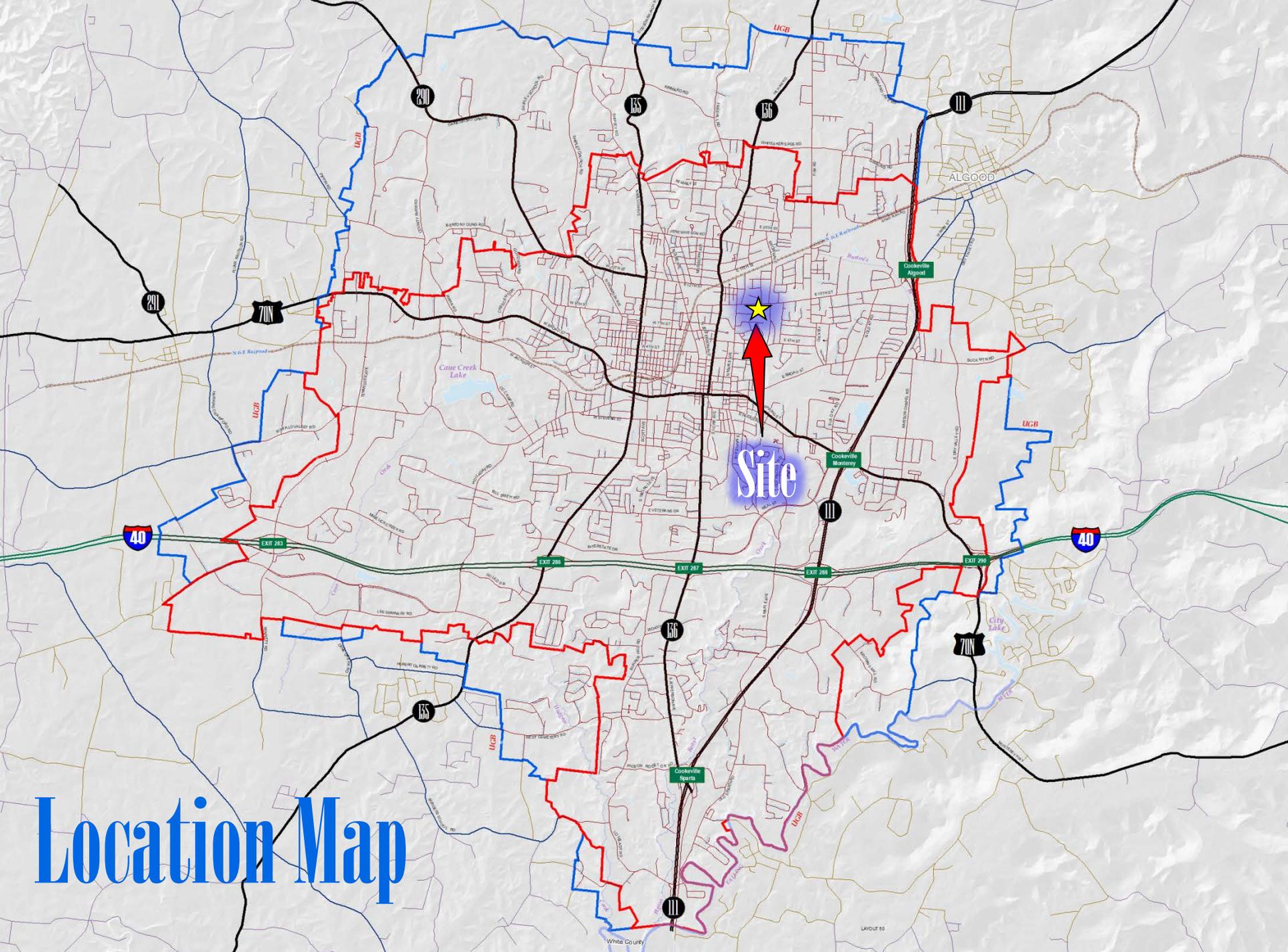
# CONSIDER FOR ACTION

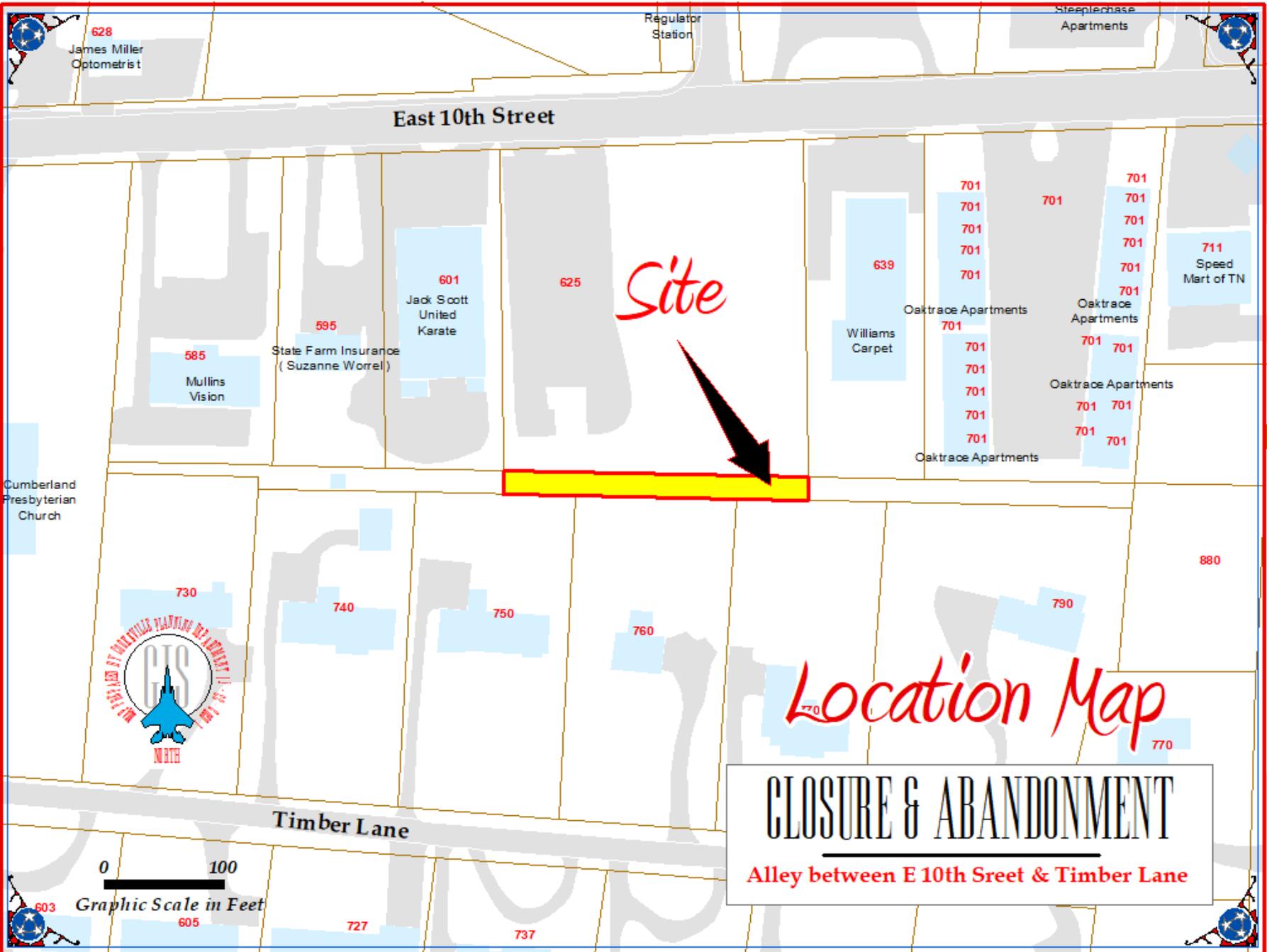
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*Closure of an undeveloped alley located between  
East 10<sup>th</sup> Street and Timber Lane.*

**Developer has requested that this item be withdrawn.**

# Location Map





628  
James Miller  
Optometrist

Regulator  
Station

Steepchase  
Apartments

East 10th Street

*Site*

585  
Mullins  
Vision

595  
State Farm Insurance  
(Suzanne Worrel)

601  
Jack Scott  
United  
Karate

625

639  
Williams  
Carpet

701  
701  
701  
701  
701

701

701  
701  
701  
701  
701

711  
Speed  
Mart of TN

Oaktrace Apartments

Oaktrace  
Apartments

701

701

Oaktrace Apartments

701

701

701

701

701

701

701

701

701

Oaktrace Apartments

Cumberland  
Presbyterian  
Church



730

740

750

760

790

880

*Location Map*

**CLOSURE & ABANDONMENT**

**Alley between E 10th Street & Timber Lane**

0 100

Graphic Scale in Feet

603

605

727

737

770

E 10th Street



625

*Site*



585

Mullins Vision

595

State Farm Insurance (Suzanne Worrel)

601

Jack Scott United Karate

639

Williams Carpet

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

701

730

740

750

760

770

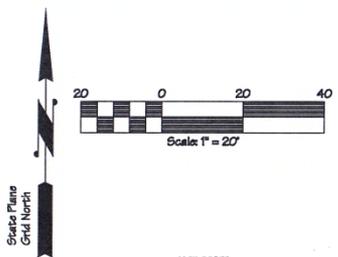
790

770

Timber Lane

**AERIAL VIEW**

*undeveloped alley*



# Survey

JACK SCOTT  
 Lots # 9-12 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 1.15  
 Book 325 Page 57  
 Plat Cab A Slide 38  
 Zoned: CN

JAMES R. WILLIAMS  
 Lots # 22-24 & PTD Lot # 25 of Gene Rogers  
 Subdivision  
 Map 40-N Group D Parcel 1.05  
 Book 325 Page 56  
 Plat Cab A Slide 38  
 Zoned: CN

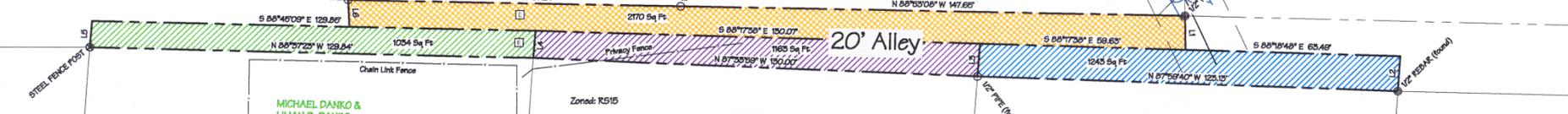
**GPS CERTIFICATION:**  
 I, Christopher M. Vick, hereby certify that this map was drawn under my supervision from an actual GPS survey made under my supervision and the following information was used to perform the survey:  
 (a) Type of Survey: Real Time Kinematic  
 (b) Positional Accuracy: 0.25 feet  
 (c) Date of survey: 15 January 2020  
 (d) Datum/Epoch: NAD83(2011) Epoch 2010.00  
 (e) Published/field-control used: TMD CORS Network  
 (f) Geoid Model: Geoid12A  
 (g) Combined grid factor(s): 0.99999496

LINE	BEARING	DISTANCE
L1	S 00°00'20" E	10.09'
L2	S 00°54'48" W	10.44'
L3	S 04°09'44" W	13.77'
L4	S 00°59'58" W	8.16'
L5	N 04°02'58" E	17.83'
L6	N 02°42'59" E	15.22'

**LEGEND**

- ▽ WATER VALVE
- ⚡ POWER POLE
- ⊗ STEEL FENCE POST
- ⊗ WATER METER
- 1/2" PIPE (set)
- ⊗ REBAR (found)
- ⊞ ELECTRIC BOX
- ⊗ FIRE HYDRANT

CAPITAL COMMUNITIES, LLC  
 Lots #13-16 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 1.01  
 RD 1048 Page 20D  
 Plat Cab A Slide 38  
 Zoned: CN



MICHAEL DANKO &  
 LILLIAN B. DANKO  
 Lot # 33 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 1.07  
 Book 316 Page 179  
 Plat Cab A Slide 38  
 Zoned: RS15

RYAN E. MCQUEEN &  
 JOANNA M. MCQUEEN  
 Lot # 40 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 1.10  
 RD 1158 Page 40G  
 Plat Cab A Slide 38  
 Zoned: RS15

JERRY V. PISTOLE &  
 JUDITH A. PISTOLE  
 Lot # 34 of Gene Rogers Subdivision  
 Map 40-N Group D Parcel 1.06  
 Book 340 Page 281  
 Plat Cab A Slide 38  
 Zoned: RS15

Note: Every document of record reviewed and considered as a part of this survey is noted hereon. This survey is prepared from the current deed of record and does not represent a title search or a guarantee of title and is subject to any state of fact that a current accurate title search will reveal.

This is a boundary line survey. There is absolutely no certification made as to the existence or non-existence of the following: wetlands; easements or rights-of-way unless otherwise noted hereon; sub-surface utilities or streams; above ground utilities other than those which are clearly shown and labeled as such hereon; buildings, structures, ponds, lakes or streams other than those which are clearly shown and labeled as such hereon; flood areas or designated flood zones unless otherwise noted; or any and all other land features that could be deemed topographic.

Note: The plat drawn hereon is subject to change according to regulatory authority and is subject to change according to physical evidence. (I.e. blurriness, painted lines, roads, lakes, ponds, indicia of ownership, etc.)

Note: This property may be subject to utility ingress/egress and/or right-of-ways.

I hereby certify that this is a category II & IV survey and that the ratio of precision of the unadjusted survey is at minimum 1:7500 as shown hereon and has been performed in compliance with current Tennessee Minimum Standards of Practice.

Christopher M. Vick, RLS #2164  
 VICK SURVEYING, LLC  
 2772 Hidden Cove Road, Cookeville, TN 931-372-1286

**20 FOOT WIDE ALLEY EXHIBIT**  
 OFF OF EAST TENTH STREET  
 OFF OF TIMBER LANE  
 ROGERS SUBDIVISION  
 1ST CIVIL DISTRICT  
 PUTNAM COUNTY, TENNESSEE  
 PLAT REF: CABINET A SLIDE 38  
 TAX MAP ?? PARCEL ???

# CONSIDER FOR ACTION

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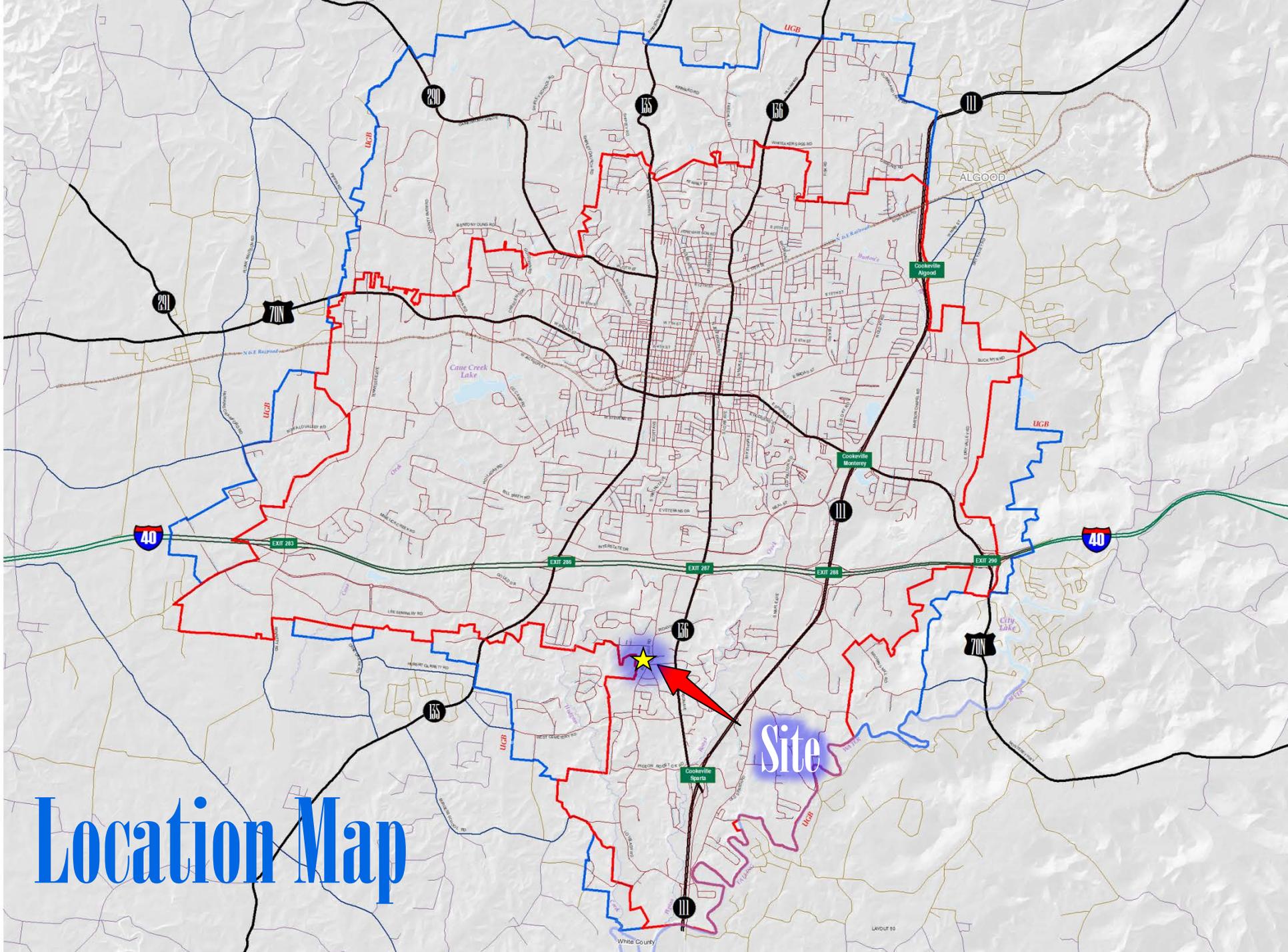
*Preliminary Plat of  
W. P. Brown Subdivision,  
16 lots located at  
1501 Bunker Hill Road.*

**Developer has requested that this item be postponed until the  
June 22<sup>nd</sup> Planning Commission Meeting.**

---

Request submitted by Willow Park Partners.

# Location Map



Site



*1501 Bunker Hill Road*  
***Aerial View***

***Site***

***City Limits***

***Dustin Ln***

***Messenger Road***

***White Road***

***Bunker Hill Road***





# CONSIDER FOR ACTION

---

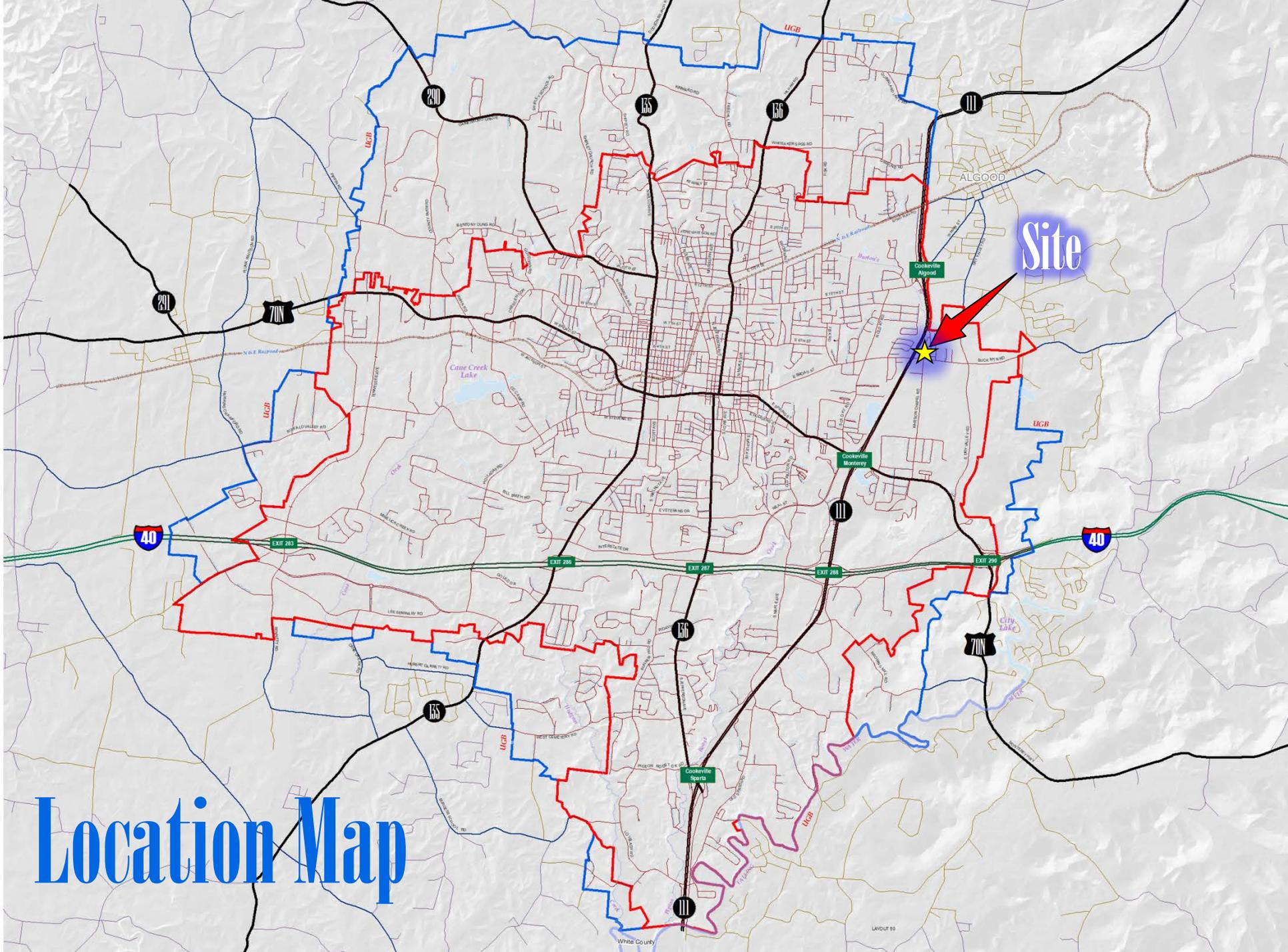
*Rezoning of 2.15 acres located on Buck Mountain Road,  
Tax Map 052, Parcel 07.00 from  
RS10 ( Single Family Residential ) to  
PRD ( Planned Residential Development ).*

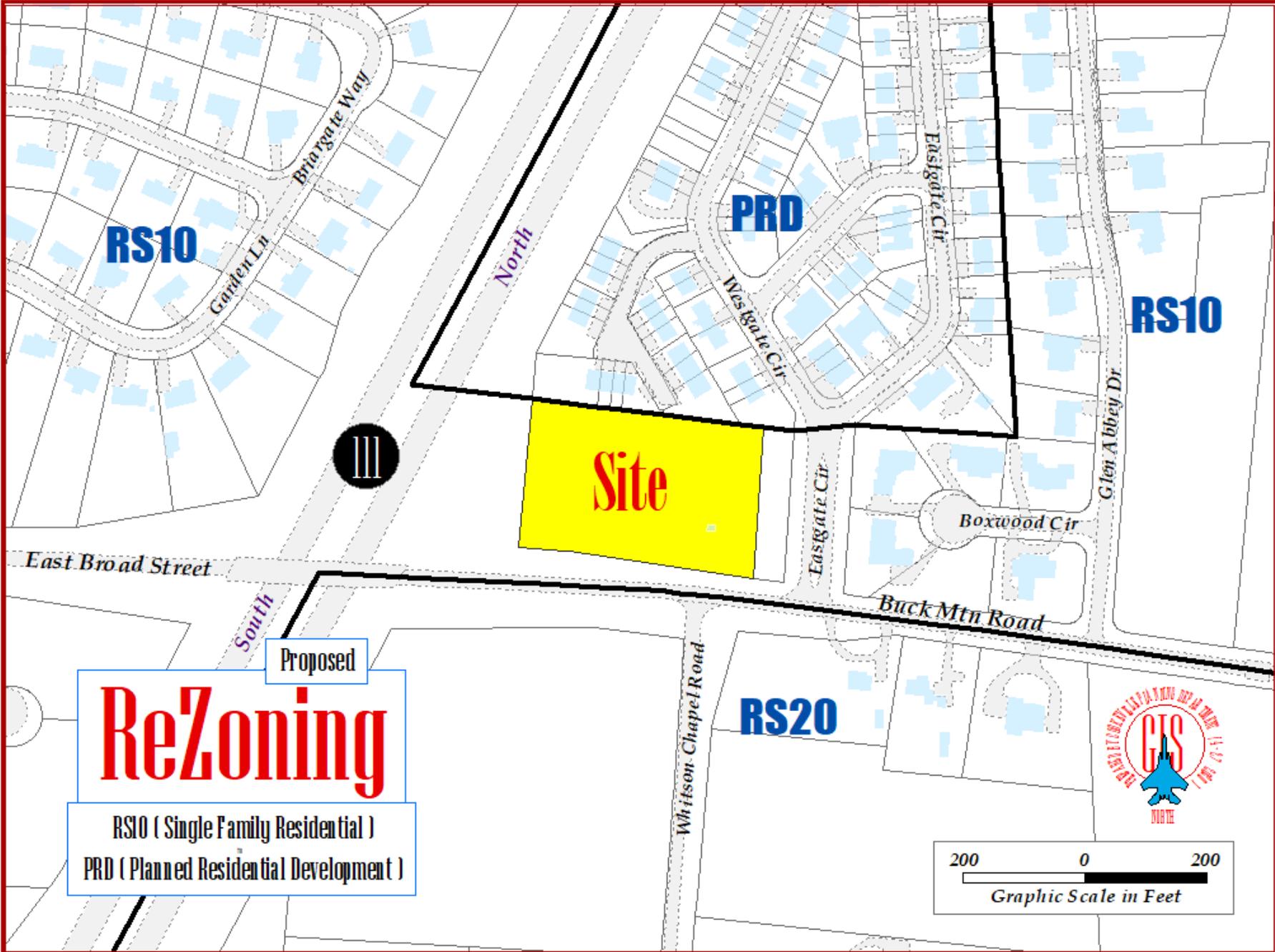
**Developer has requested that this item be postponed until the  
June 22<sup>nd</sup> Planning Commission Meeting.**

---

Request submitted by Donnie Suite, Capital Communities.

# Location Map





STATE HWY 111

STATE HWY 111



Site

WESTGATE CIR

EASTGATE CIR

E BROAD ST

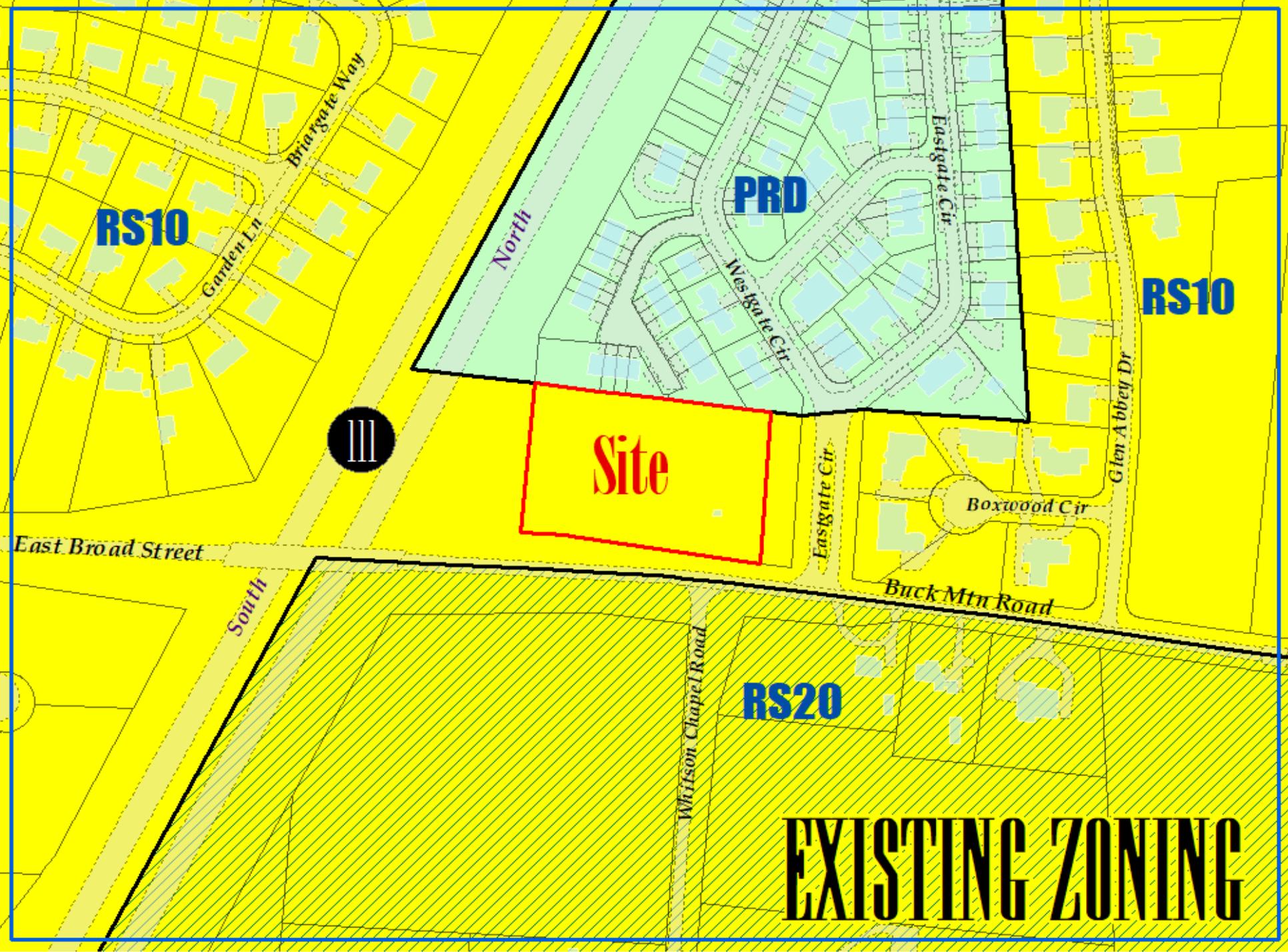
WHITSON CHAPEL RD

BUCK MOUNTAIN RD

BUCK MOUNTAIN RD

Aerial View





**RS10**

**PRD**

**RS10**

**Site**

**III**

**RS20**

**EXISTING ZONING**

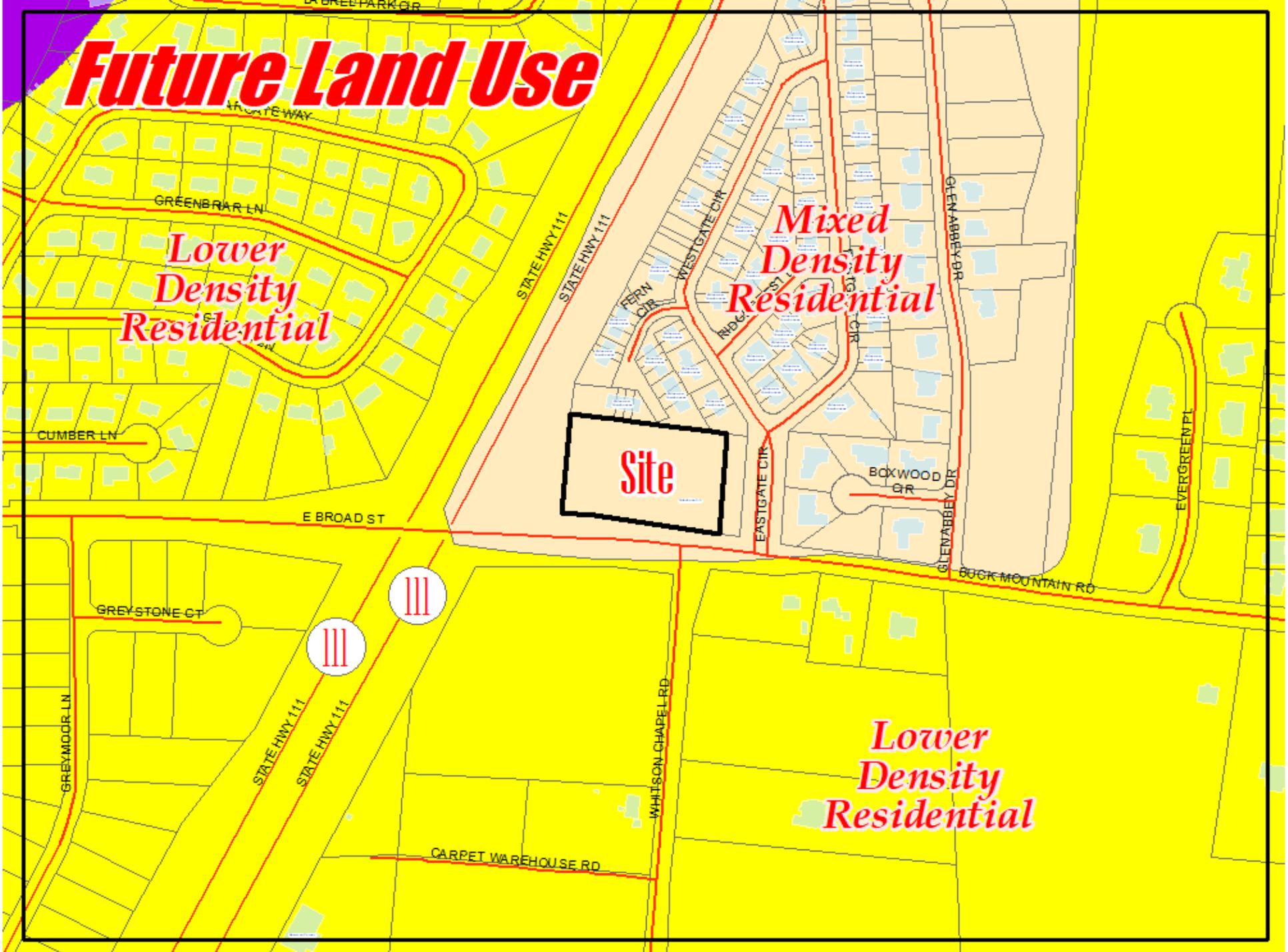
# ***Future Land Use***

***Lower  
Density  
Residential***

***Mixed  
Density  
Residential***

***Site***

***Lower  
Density  
Residential***



# CONSIDER FOR ACTION

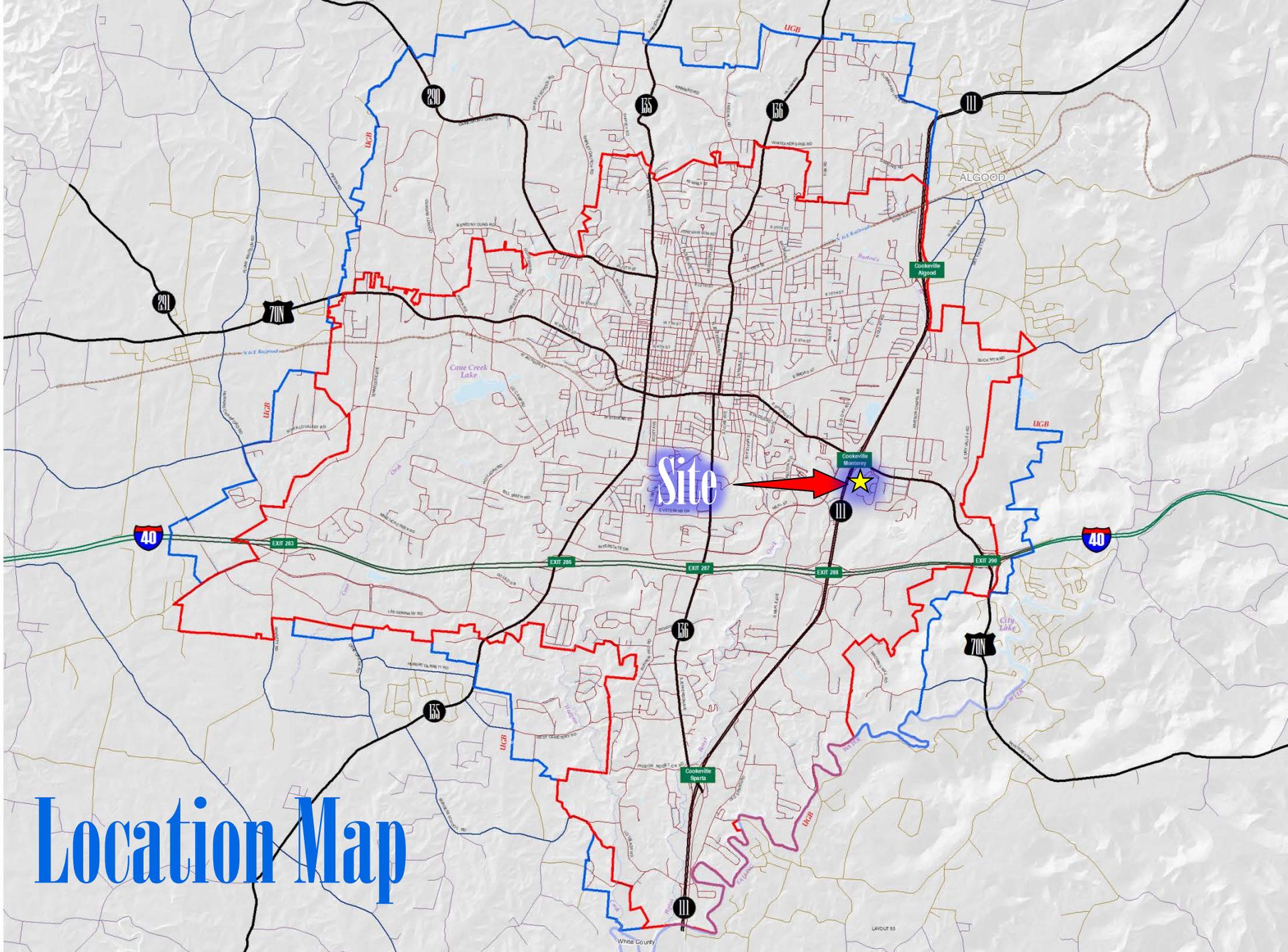
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*Rezoning of approximately 4.86 acre portion of  
Tax Map 067A, Group "F", Parcel 040.00 from  
CR ( Regional Commercial ) to  
RD ( Single Family & Duplex Residential ).*

---

Request submitted by Jerry C. Gaw.

# Location Map



Site

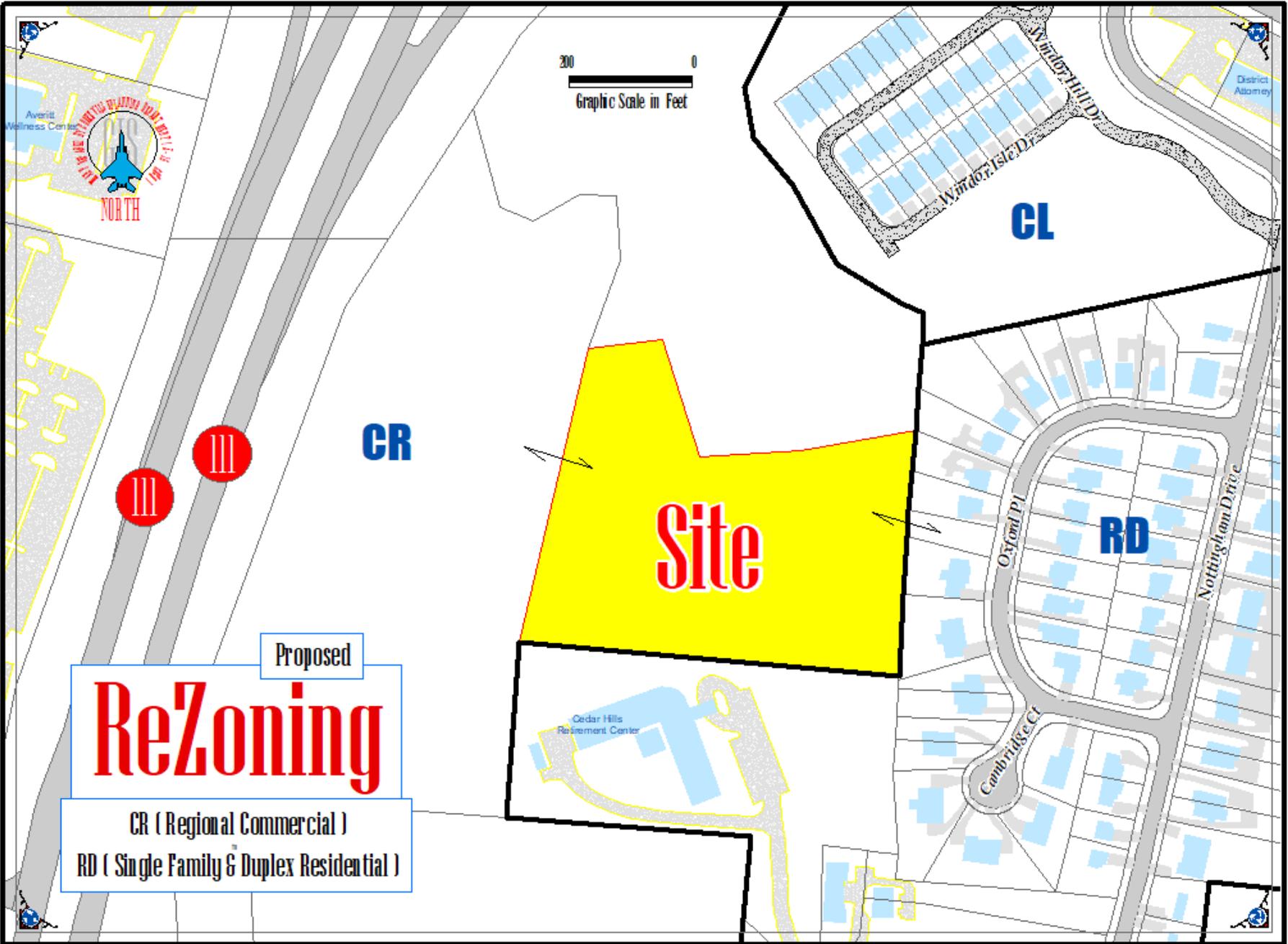


ALGOOD

CITY LAKE

White County

LAVOLF RD



300 0  
Graphic Scale in Feet

Proposed  
**ReZoning**  
CR ( Regional Commercial )  
RD ( Single Family & Duplex Residential )



District Attorney

Cedar Hills Retirement Center

Avenir Wellness Center

CL

CR

Site

RD

*Aerial View*

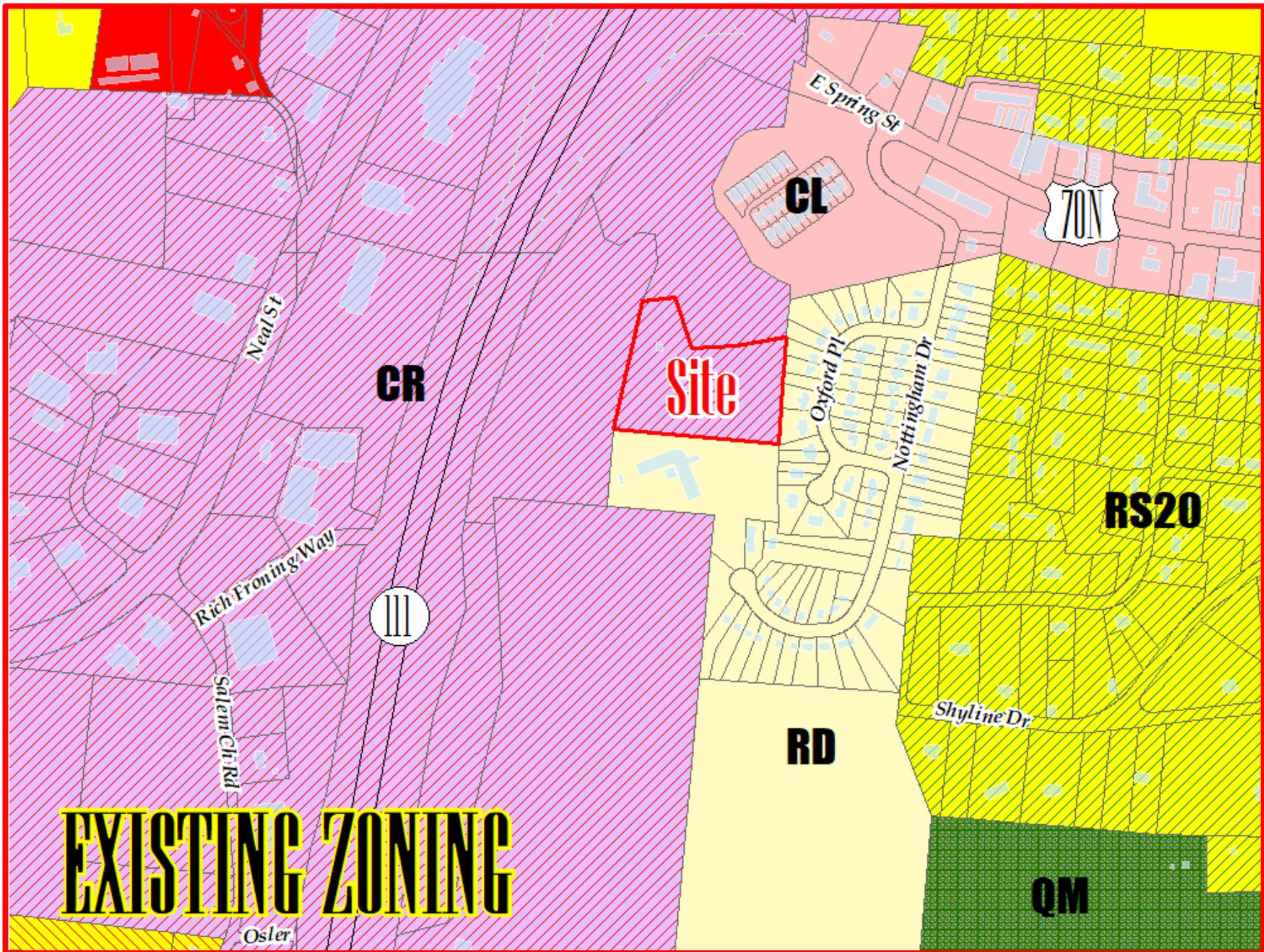
**Site**

*Oxford Pl*

*Nottingham Dr*

*Cambridge Ct*





# ***Future Land Use***

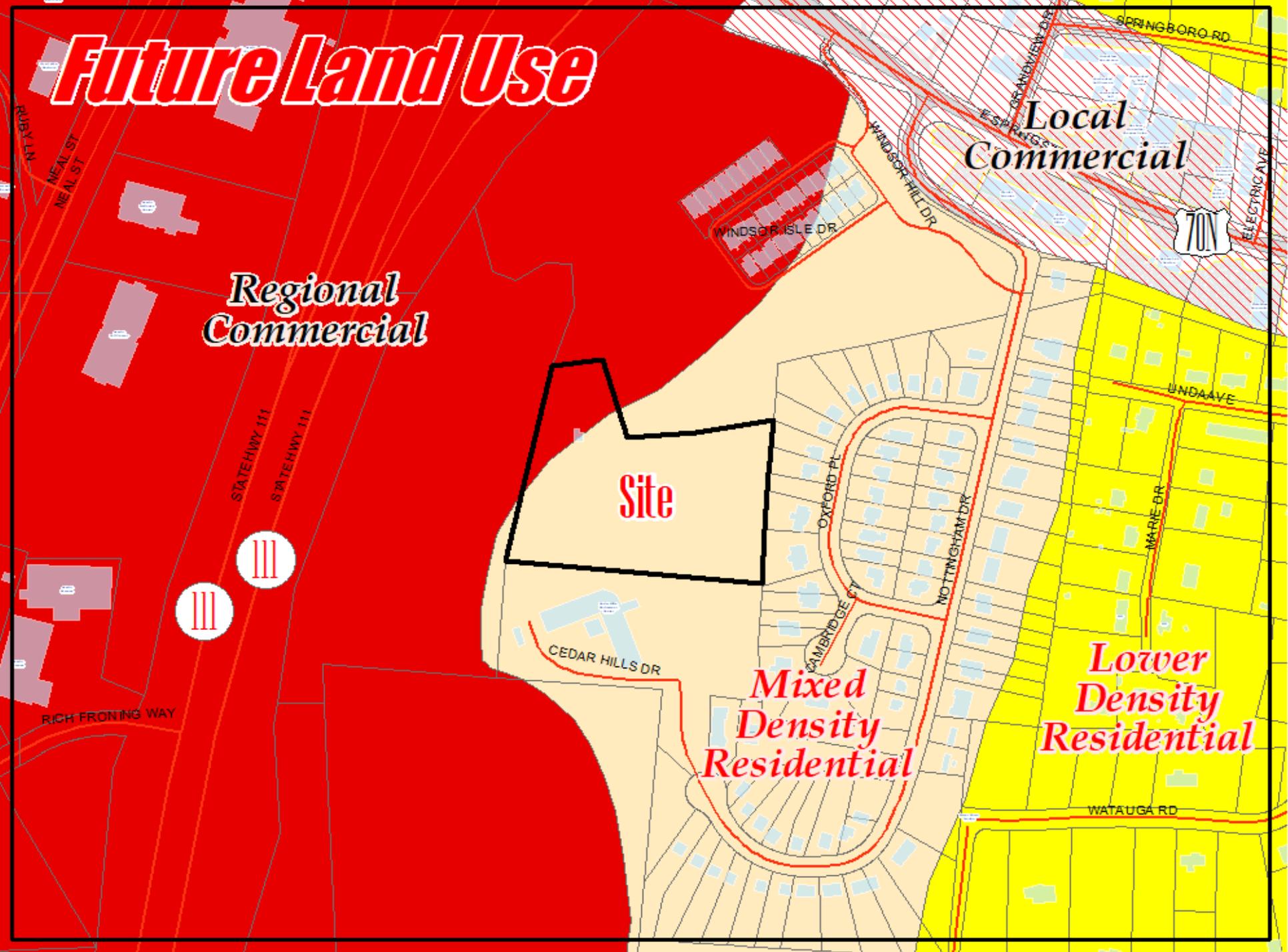
***Regional  
Commercial***

***Local  
Commercial***

***Site***

***Mixed  
Density  
Residential***

***Lower  
Density  
Residential***





CITY OF CORVALLIS  
A RESOLUTION TO APPROVE A  
**REZONING**  
TO ANY PROPERTY CALL  
328-3211

1474





1468

COPY TO ZONING DEPARTMENT  
RECORDING  
BY THE TOWN OF  
100-1000

# HOLD PUBLIC HEARING & CONSIDER FOR ACTION

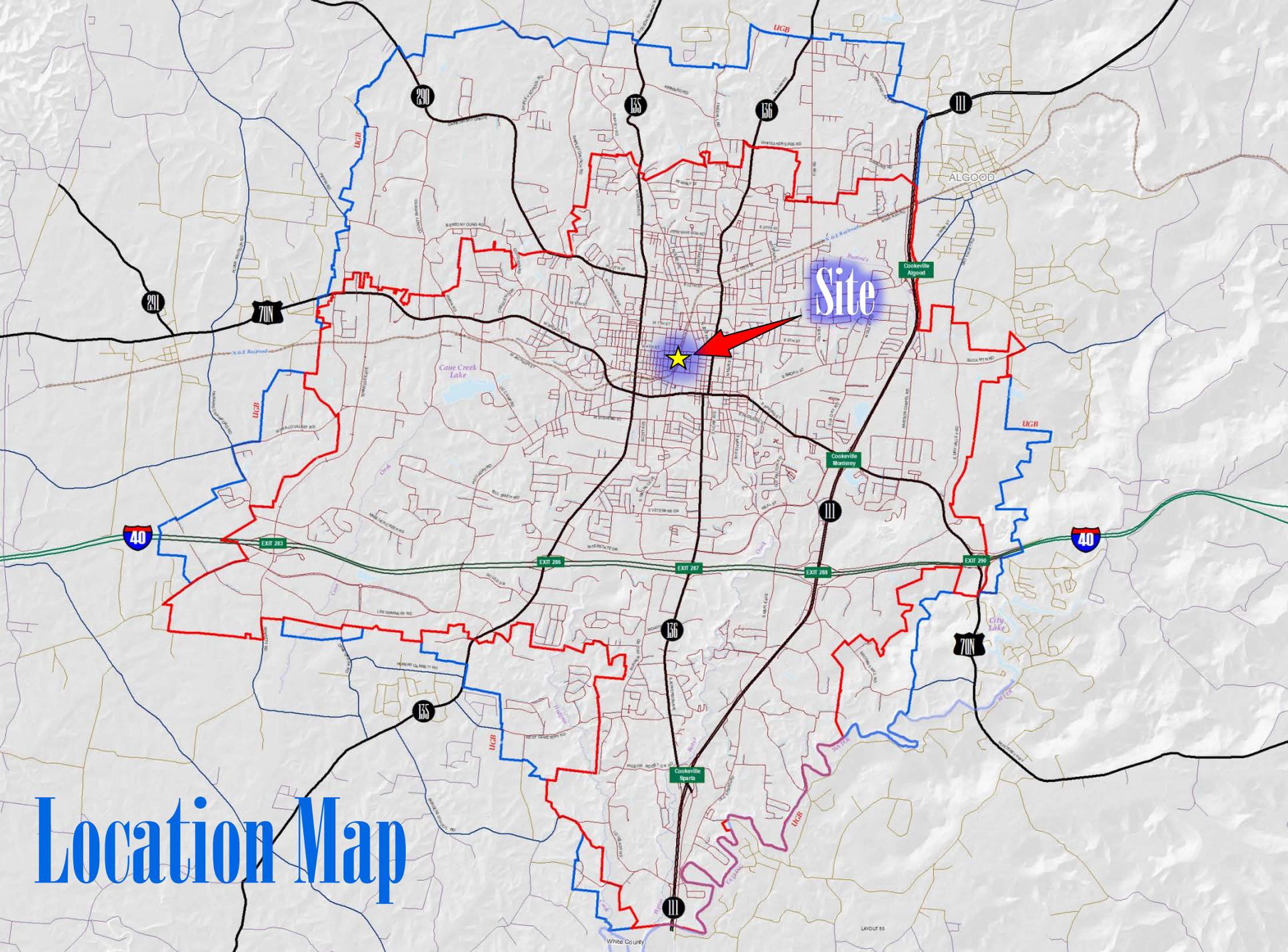
---

*Closure, abandon and declare as surplus property  
a portion of undeveloped  
Poplar Avenue Right-of-Way.*

---

Request submitted by Burton Nelson.

# Location Map

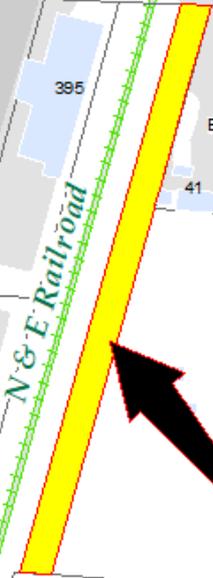




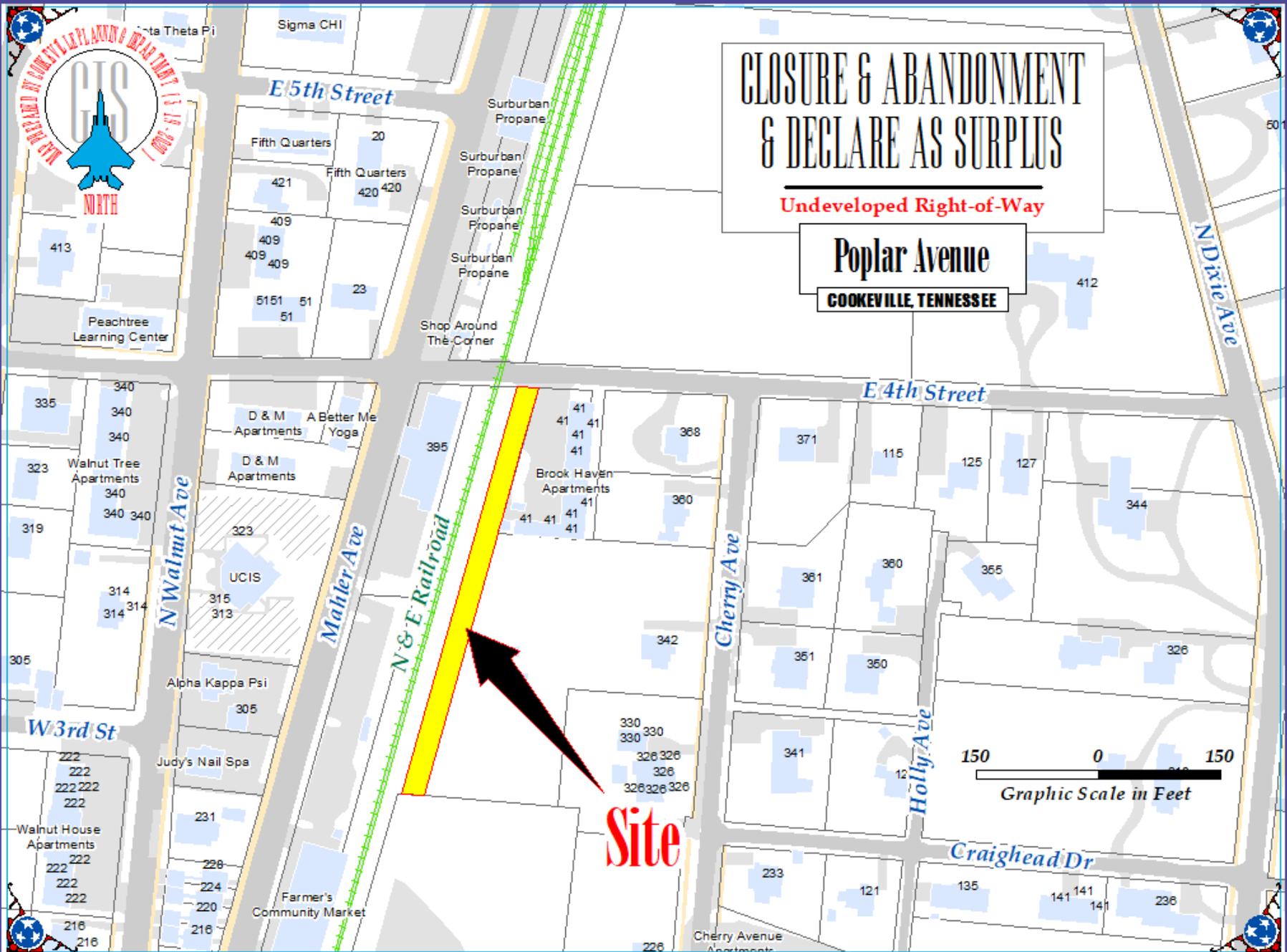
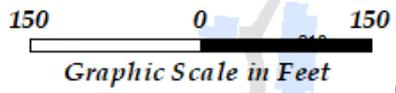
# CLOSURE & ABANDONMENT & DECLARE AS SURPLUS

Undeveloped Right-of-Way

**Poplar Avenue**  
**GOOKEVILLE, TENNESSEE**



**Site**



# Aerial View

Poplar Avenue

(Undeveloped Right-of-Way)

Shop Around  
The Corner

E 4th Street

D & M  
Apartments

A Better Me  
Yoga

D & M  
Apartments

Brock Haven  
Apartments

Mahler Avenue

N & E Railroad

Cherry Avenue

UCIS

Alpha Kappa Psi

Judy's Nail Spa

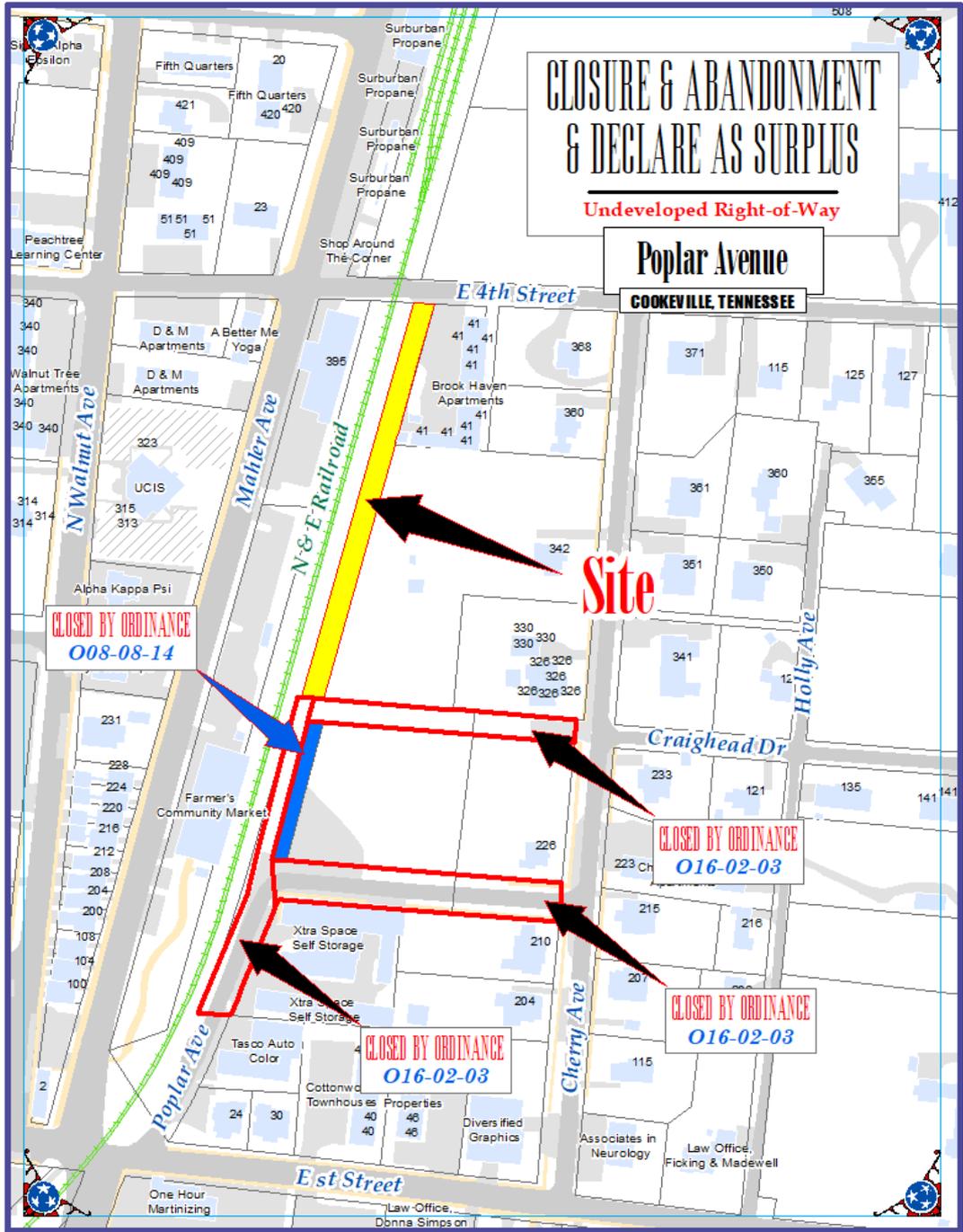
Site



# CLOSURE & ABANDONMENT & DECLARE AS SURPLUS

Undeveloped Right-of-Way

**Poplar Avenue**  
COOKEVILLE, TENNESSEE



CLOSED BY ORDINANCE  
008-08-14

CLOSED BY ORDINANCE  
016-02-03

CLOSED BY ORDINANCE  
016-02-03

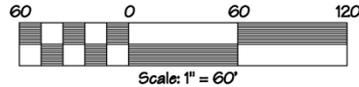
CLOSED BY ORDINANCE  
016-02-03

# UNDEVELOPED ROAD SURVEY

CITY OF COOKEVILLE PROPERTY  
 POPLAR AVENUE (UNDEVELOPED)  
 C.E. WILSON SUBDIVISION  
 1ST CIVIL DISTRICT  
 PUTNAM COUNTY, TN  
 TOTAL ACRES: 0.33 AC  
 DATE: 03 APRIL 2020  
 DEED REF: RB 1179 PAGE 711  
 MAP 53-B GROUP G PARCEL 1.00  
 PLAT REF: BOOK 25 PAGE 449

## GPS CERTIFICATION:

I, Christopher M. Vick, hereby certify that this map was drawn under my supervision from an actual GPS survey made under my supervision and the following information was used to perform the survey:  
 (a) Type of Survey: Real Time Kinematic  
 (b) Positional Accuracy: 0.05 feet  
 (c) Date of survey: 11 March 2020  
 (d) Datum/Epoch: NAD83(2011) Epoch 2010.00  
 (e) Published/Fixed-control used: TDOT CORS Network  
 (f) Geoid Model: Geoid12A  
 (g) Combined grid factor(s): 0.99999496



## LEGEND

- ⊙ MANHOLE
- × WATER METER
- 1/2" PIPE (found)
- ⊗ RAILROAD ROW
- ⊙ REBAR (found)
- ⊙ CLEAN OUT
- ⊙ POWER POLE
- ⊙ CLEAN OUT

Note: The point of beginning is located N 84°04'27" E 31.10 feet from a water meter.

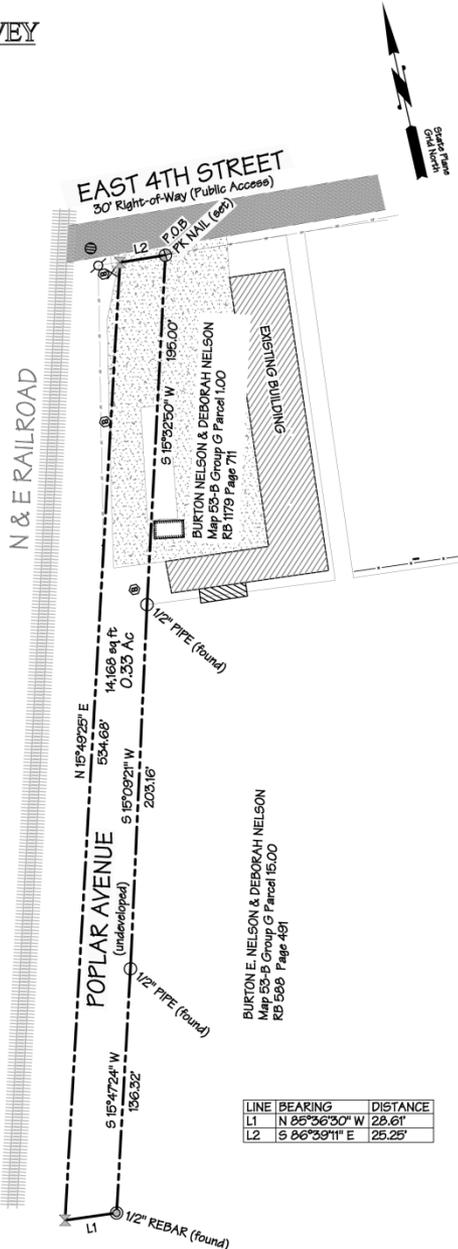
Note: Every document of record reviewed and considered as a part of this survey is noted hereon. This survey is prepared from the current deed of record and does not represent a title search or a guarantee of title and is subject to any state of facts that a current accurate title search will reveal.

This is a boundary line survey. There is absolutely no certification made as to the existence or non-existence of the following: wetlands; easements or rights-of-way unless otherwise noted hereon; sub-surface utilities or streams; above ground utilities other than those which are clearly shown and labeled as such hereon; buildings, structures, ponds, lakes or streams other than those which are clearly shown and labeled as such hereon; flood areas or designated flood zones unless otherwise noted; or any and all other land features that could be deemed topographic.

Note: The plat drawn hereon is subject to regulatory authority and is subject to change according to physical evidence. (i.e. blufflines, painted lines, roads, lakes, ponds, indicia of ownership, etc.)

Note: This property may be subject to utility ingress/egress and/or right-of-ways.

I hereby certify that this is a category II & IV survey and that the ratio of precision of the unadjusted survey is at minimum 1:7500 as shown hereon and has been performed in compliance with current Tennessee Minimum Standards of Practice.



LINE	BEARING	DISTANCE
L1	N 85°26'30" W	29.61'
L2	S 86°39'11" E	25.25'



# CONSIDER FOR ACTION

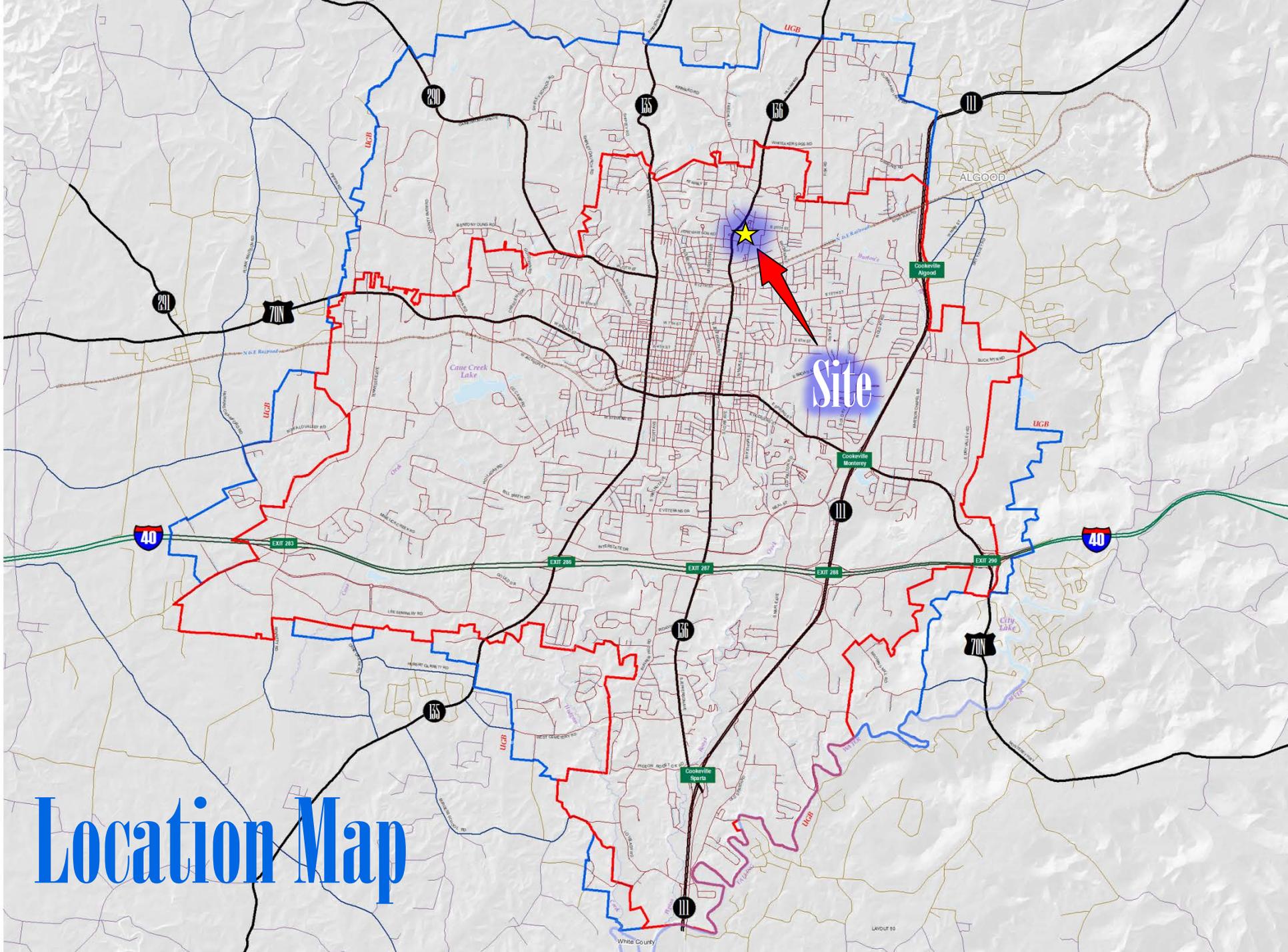
---

*Preliminary Plat of  
Concord Subdivision,  
18 lots located on  
East Jere Whitson Road.*

---

Request submitted by Dealmakers.

# Location Map



Site

ALGOOD

CITY LAKE

White County



# Concord Subdivision

## Aerial View

136

Erwin Rd

Washington Station  
Washington Station

Washington Station  
Washington Station

Latino Supermarket

N Washington Avenue

Erod Ave

East Jere Whitson Road

# Site

1965  
Hometown Respiratory

1975  
Flowers Bread Company

1923  
Scard Properties  
1923  
Scard Properties

1978  
Vac

REMOVED

1969  
Marquette Apartments

1946  
429 431 433 435

407 409 409 401

371 375 377

4819

1838

481

1192

503

515

517

526

538

547

1828

1838

658

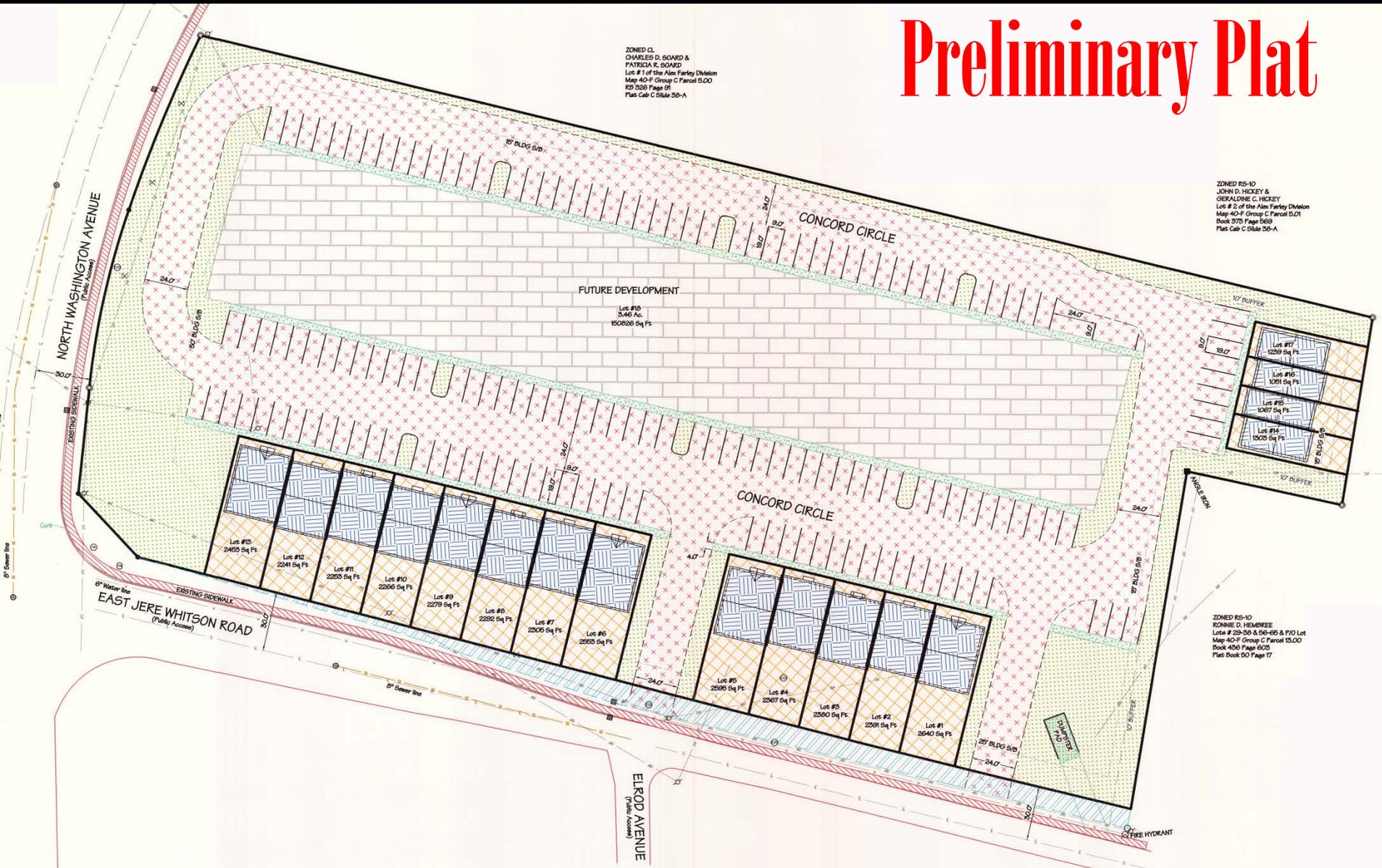
74

# Preliminary Plat

ZONED CL  
 CHARLES D. SOARD &  
 PATRICIA K. SOARD  
 Lot #1 of the Alex Farley Division  
 Map 40-F Group C Parcel 5.00  
 RD 326 Page 01  
 Plat Cab C 5146 36-A

ZONED RS-10  
 JOHN D. HICKEY &  
 GERALDINE C. HICKEY  
 Lot # 2 of the Alex Farley Division  
 Map 40-F Group C Parcel 5.01  
 Book 373 Page 569  
 Plat Cab C 5146 36-A

ZONED RS-10  
 RONNIE D. HEMERKREE  
 Lots # 29-36 & 56-65 & 71D Lot  
 Map 40-F Group C Parcel 13.00  
 Book 456 Page 603  
 Plat Book 150 Page 17

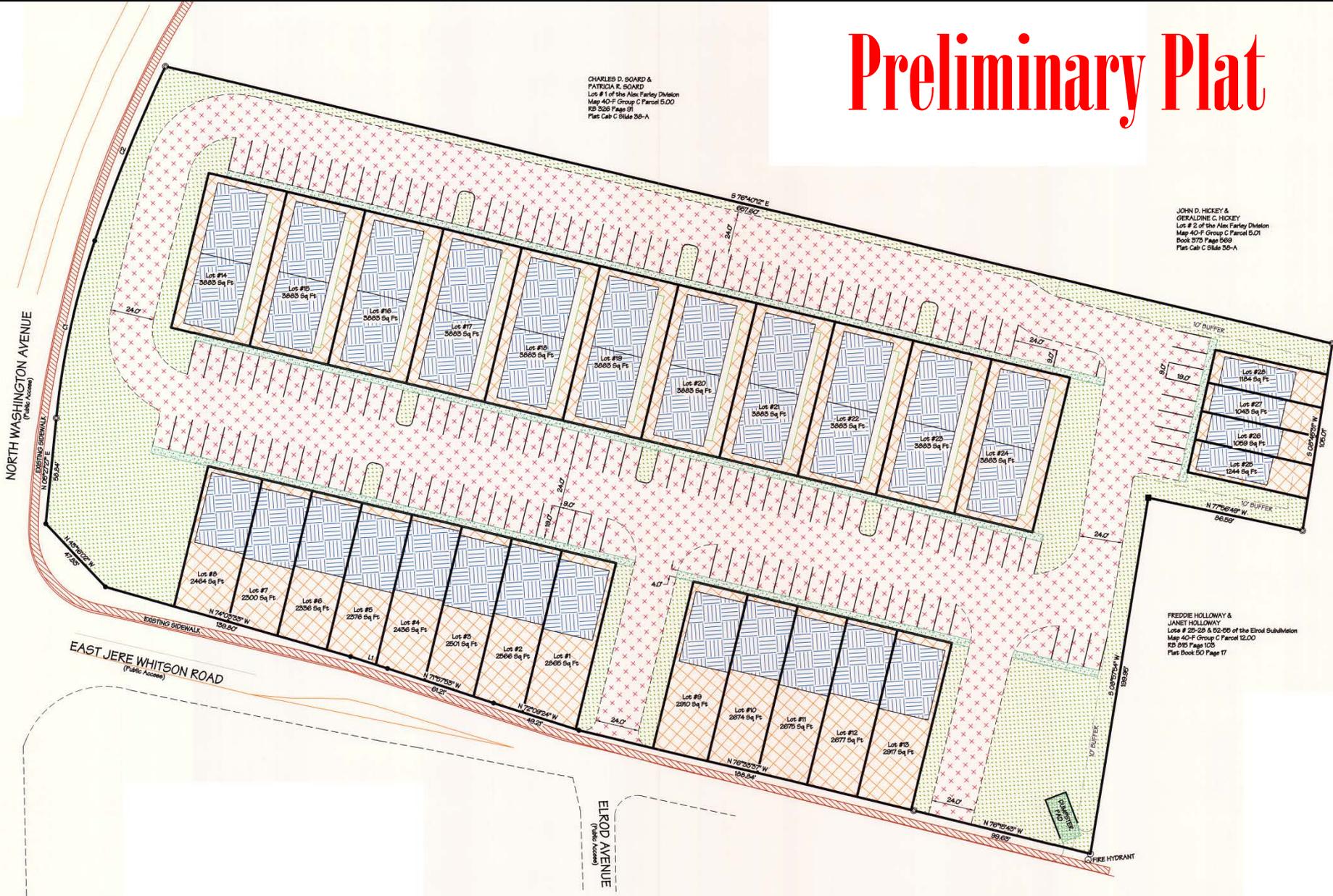


# Preliminary Plat

CHARLES D. BOARD &  
PATRICIA E. BOARD  
Lot #1 of the Alex Farley Division  
Map 40-F Group C Parcel 5.00  
RD 206 Page 91  
Plan Cal C Slide 36-A

JOHN D. HICKEY &  
GERALDINE C. HICKEY  
Lot # 2 of the Alex Farley Division  
Map 40-F Group C Parcel 5.01  
Book 575 Page 559  
Plan Cal C Slide 36-A

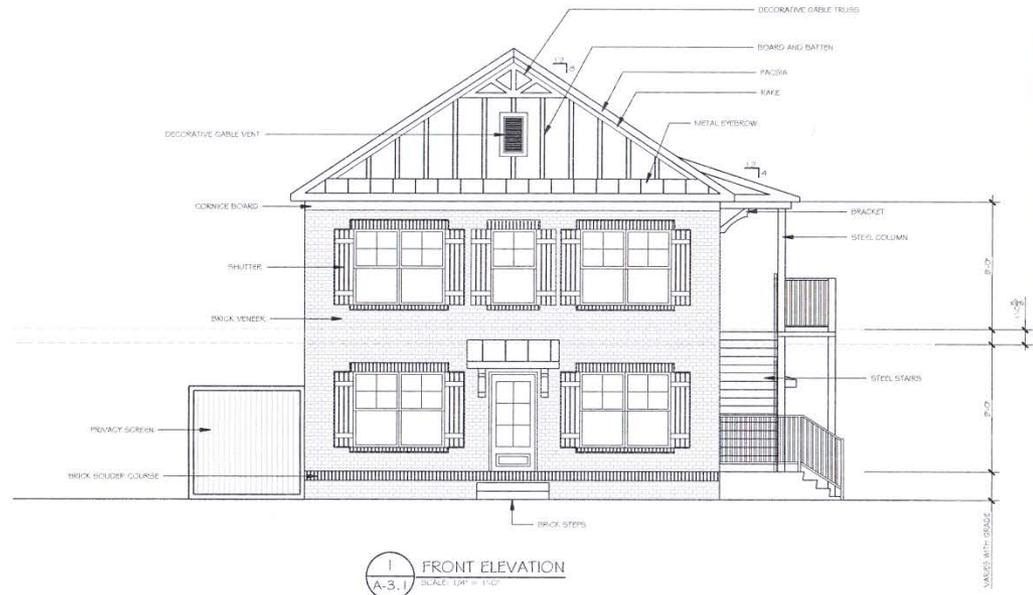
FREDDIE HOLLOWAY &  
JANET HOLLOWAY  
Lots # 25-28 & 52-55 of the Elrod Subdivision  
Map 40-F Group C Parcel 12.00  
RD 195 Page 125  
Plan Book 50 Page 17

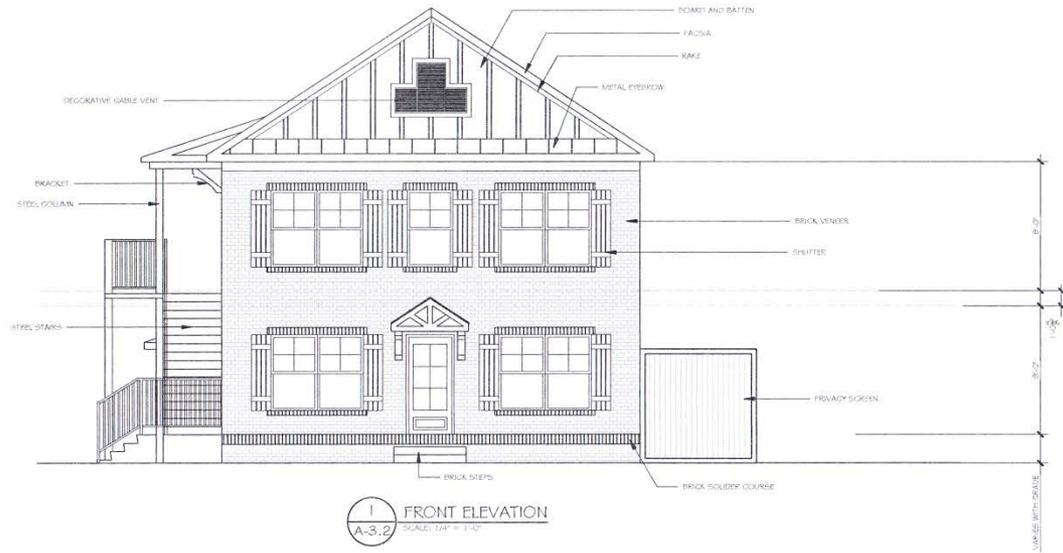


REVISIONS	
1.	
2.	
3.	
4.	
5.	
6.	
8.	

SIGNATURES:	
JOB #	02_20023
DRAWN BY:	JFG
DATE:	3.11.20
SHEET NAME:	
EXTERIOR ELEVATION:	
SCALE:	AS NOTED

SHEET:  
A-3.0





1 FRONT ELEVATION  
SCALE: 1/4" = 1'-0"



2 SIDE ELEVATION  
SCALE: 1/4" = 1'-0"

jGroves design company  
Jon A. Groves  
3617 Cherokee Drive  
Cookeville, TN 38506  
Phone: 931-444-0791  
jgrovesdesign@comcast.net  
www.jgrovesdesigncompany.com

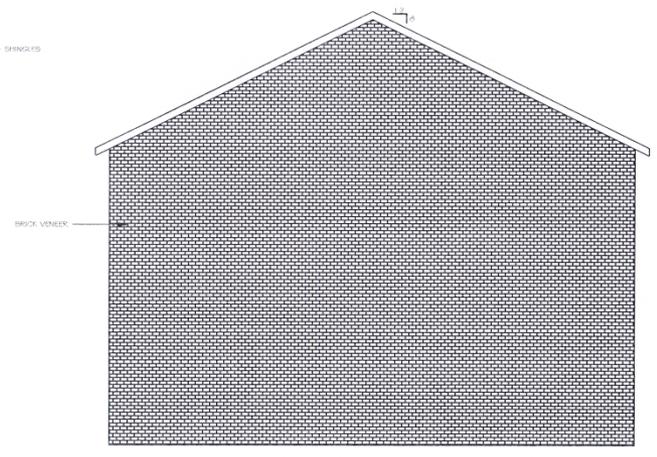
REVISIONS	
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SIGNATURES:  
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DWN BY: KF  
DATE: 3.11.20  
SHEET NAME:  
EXTERIOR ELEVATIONS  
SCALE: AS NOTED

SHEET:  
A-3.2



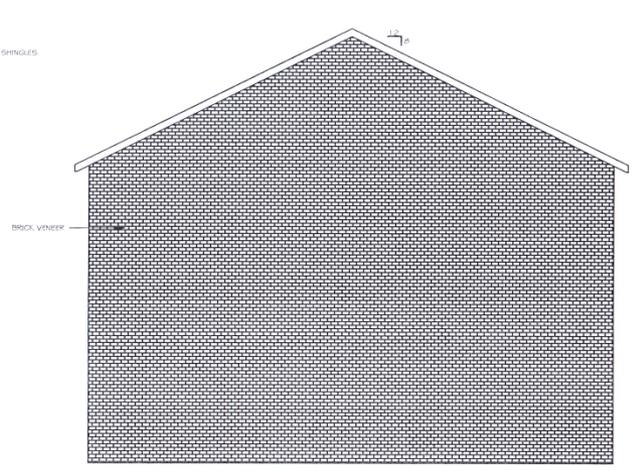
1 FRONT ELEVATION  
SCALE: 1/8" = 1'-0"



3 SIDE ELEVATION  
SCALE: 1/8" = 1'-0"



2 REAR ELEVATION  
SCALE: 1/8" = 1'-0"

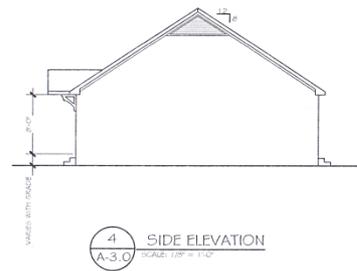
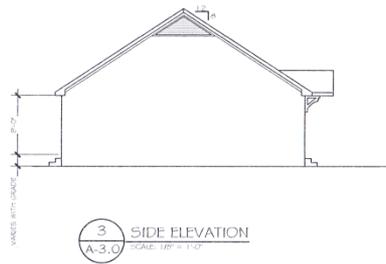
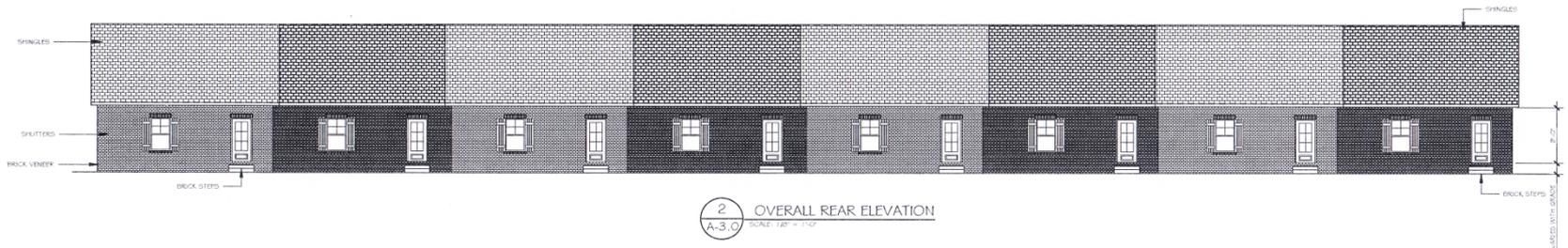


4 SIDE ELEVATION  
SCALE: 1/8" = 1'-0"

REVISIONS	DATE	BY
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		

SIGNATURES:  
JOB # 02\_20023  
DWN BY: KF  
DATE: 3.11.20  
SHEET NAME:  
EXTERIOR ELEVATIONS  
SCALE: AS NOTED

SHHEET:  
A-3.0



REVISIONS	
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8.	

SIGNATURES:

JOB # 02\_20023

DWN. BY: JF

DATE: 3/1/20

SHEET NAME:

EXTERIOR ELEVATIONS

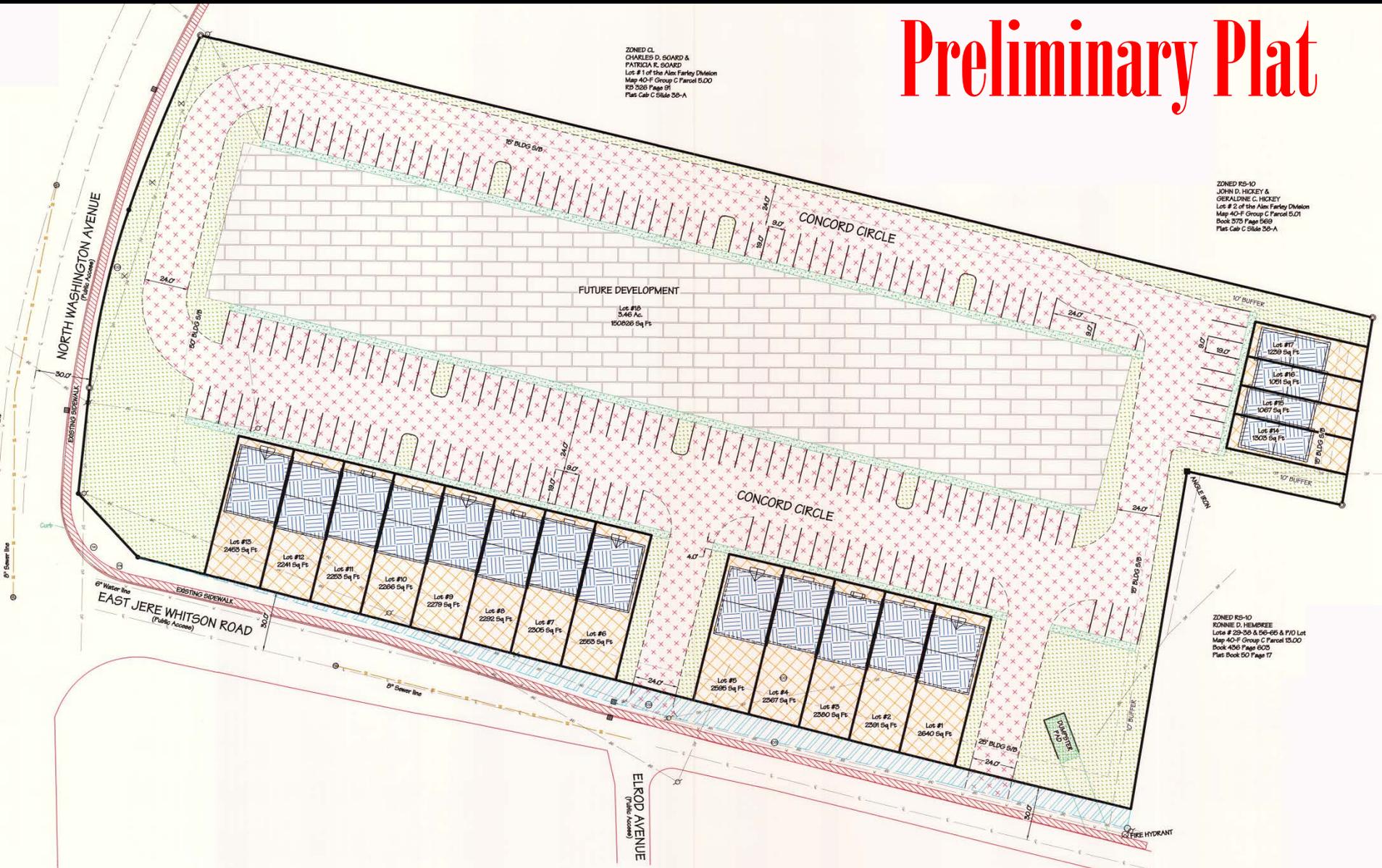
SCALE: AS NOTED

# Preliminary Plat

ZONED CL  
 CHARLES D. SOARD &  
 PATRICIA K. SOARD  
 Lot #1 of the Alex Farley Division  
 Map 40-F Group C Parcel 5.00  
 RD 326 Page 01  
 Plat Cab C State 36-A

ZONED RS-10  
 JOHN D. HICKEY &  
 GERALDINE C. HICKEY  
 Lot # 2 of the Alex Farley Division  
 Map 40-F Group C Parcel 5.01  
 Book 373 Page 569  
 Plat Cab C State 36-A

ZONED RS-10  
 RONNIE D. HEMERKEE  
 Lots # 29-36 & 36-35 & #10 Lot  
 Map 40-F Group C Parcel 13.00  
 Book 456 Page 603  
 Plat Book 150 Page 17



# Concord Preliminary Plat - Conditional Approval

- Developer must schedule and attend a pre-construction meeting with all the appropriate city departments
- Developer must submit a grading plan and obtain a grading permit before beginning construction
- Developer must submit a street construction plan and profile with storm sewer and sidewalk details to the Department of Public Works. Plan shall include typical road section, subgrade, base width, asphalt width and 3:1 slopes
- Typical street section must be shown on plat
- Proposed drainage structures and storm water detention must be added to the plat
- Proposed utilities must be shown on the plat
- Developer must submit state approved water plans to the Water Quality Control Department
- Developer shall submit plans for the installation of underground electric per the Electric Department design requirements
- Developer to provide all conduit for underground communications facilities, CAD files and electrical layout plan to Frontier Communications
- Developer shall provide all utility easements as required by the Electric, Gas and Water Quality Control Departments
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments

# CONSIDER FOR ACTION

---

*Zoning Code Amendment relative to  
extending deadlines during a  
natural disaster or emergency declaration.*

---

Request submitted by Staff.

## 233.16 EXTENSION OF APPROVAL EXPIRATION DUE TO DISASTER OR EMERGENCY DECLARATION

In the event of a Disaster Declaration or an Emergency Declaration, extension of development approval may be granted by the Planning Department for an additional six (6) months beyond any expiration date required by the Zoning Code. Requests for extensions due to Natural Disasters or Emergency Declarations must be submitted to the Planning Department prior to the expiration date. The request must include justification that the disaster or emergency declaration has impacted progress on the project and an extension would be a reasonable accommodation.

# CONSIDER FOR ACTION

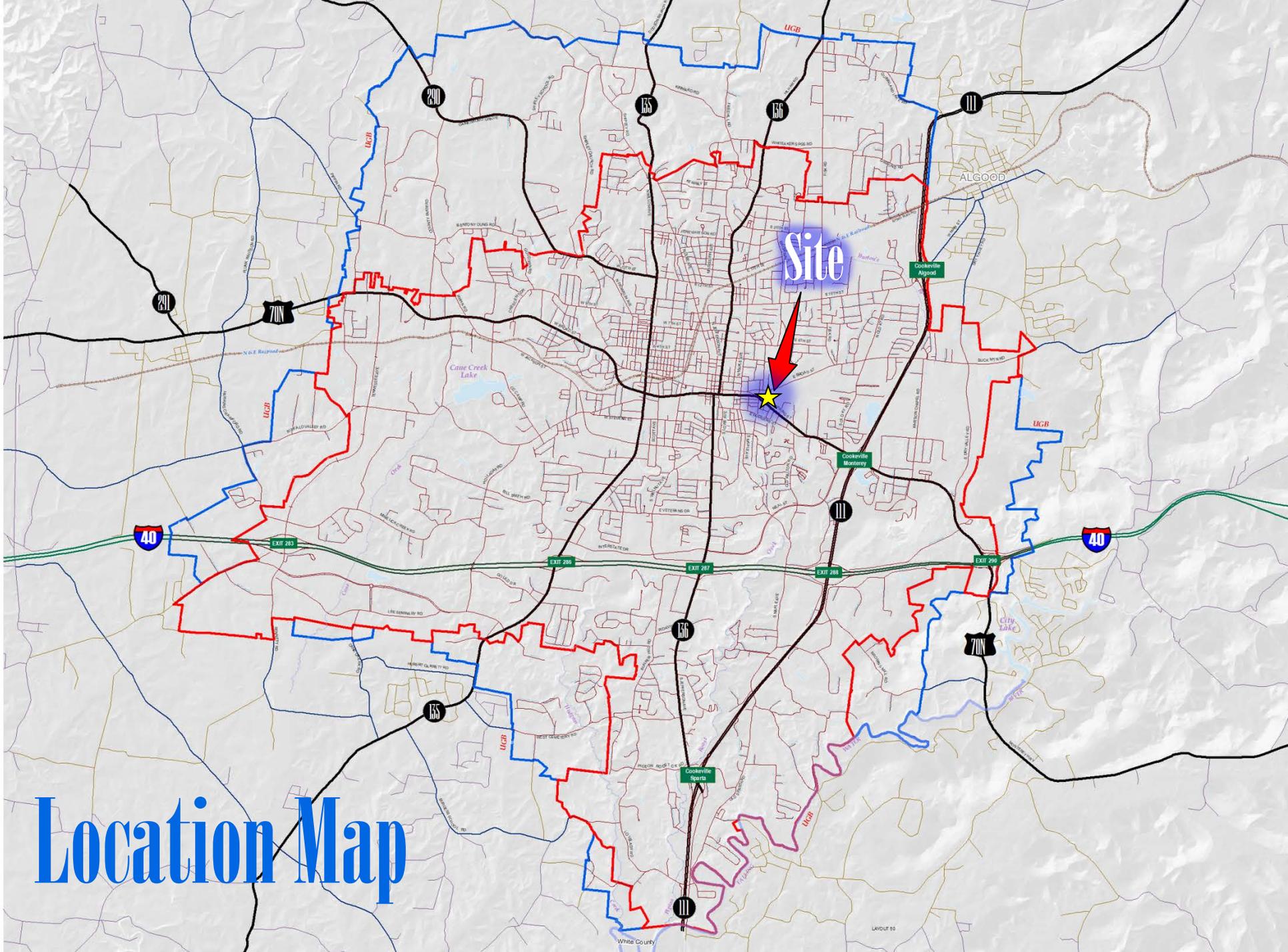
---

*Final Plat of  
700 Broad, Phase II,  
27 lots located at  
731 East Broad Street.*

---

Request submitted by Putnam Properties.

# Location Map



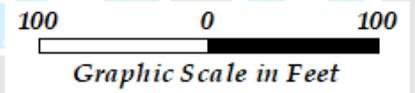
# LOCATION MAP

# 700 Broad

## PHASE II

Site

PHASE I



N Elm Ave

N Ferguson Ave

Terry Ave

East Broad Street

S Elm Ave

Silver Maple Gallery

Oak Hill

Buckner Properties

Paris Winery

Edd's Auto Trim /  
Jones Law Firm /  
Compass Coordination

NCA  
Reprographics

Robinson Dental Care

East Spring Mini-Mall

East Spring Street





N Elm Avenue

N Ferguson Avenue

Terry Avenue

East Broad Street

S Elm Avenue

East Spring Street

Silver Maple Gallery

Oak Hill Apartments

Buckner Properties

Site

Phase I

Aerial View

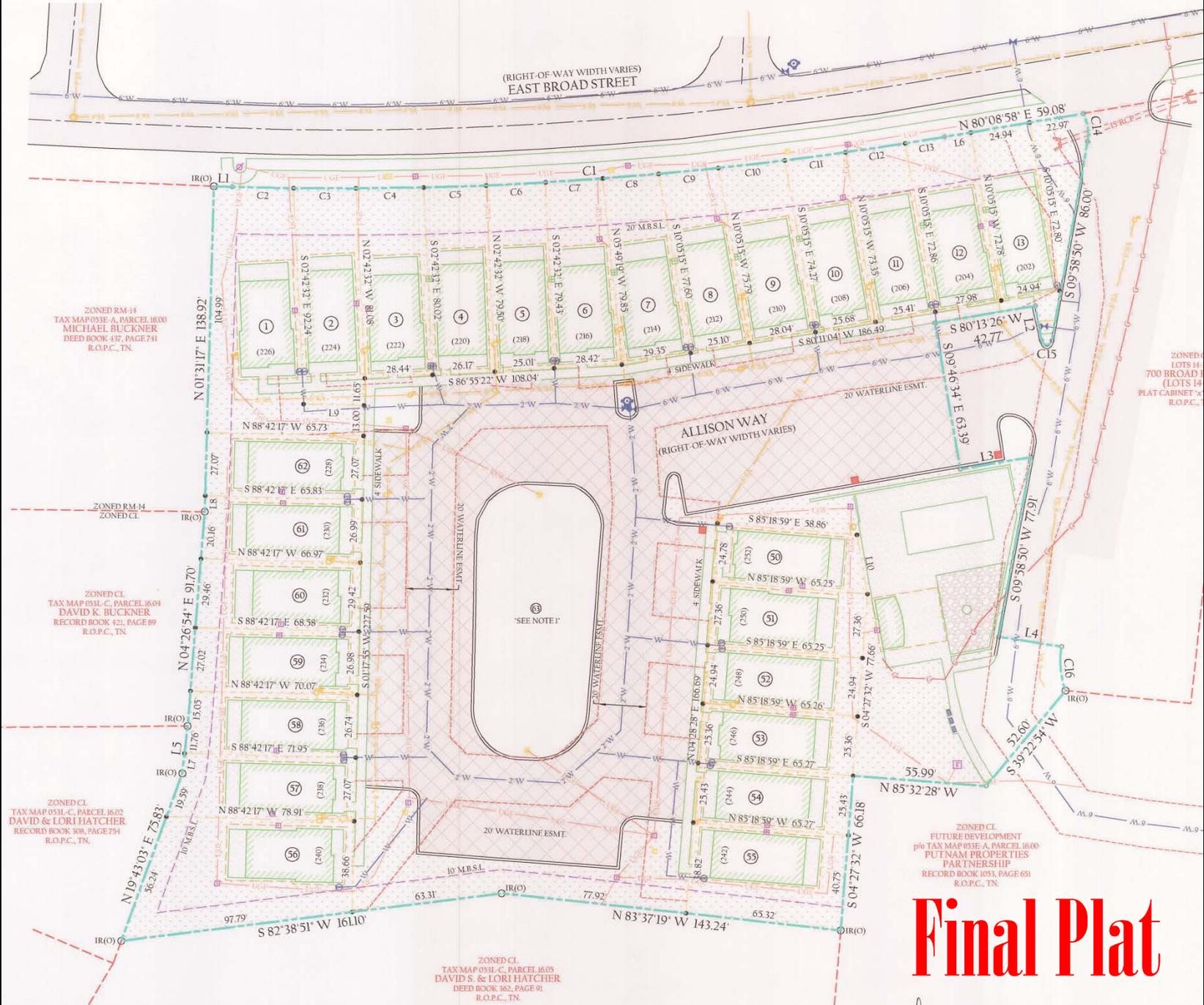
(Phase II)

700 Broad

70N

RE's Place

Robinson Dental Care



ZONED RM-4  
TAX MAP 031-C, PARCEL 1800  
MICHAEL BUCKNER  
DEED BOOK 437, PAGE 741  
R.O.P.C., TN.

ZONED RM-4  
ZONED CL

ZONED CL  
TAX MAP 031-C, PARCEL 1604  
DAVID K. BUCKNER  
RECORD BOOK 421, PAGE 89  
R.O.P.C., TN.

ZONED CL  
TAX MAP 031-C, PARCEL 1602  
DAVID & LORI HATCHER  
RECORD BOOK 308, PAGE 254  
R.O.P.C., TN.

ZONED CL  
TAX MAP 031-C, PARCEL 1605  
DAVID S. & LORI HATCHER  
DEED BOOK 362, PAGE 91  
R.O.P.C., TN.

ZONED  
LOTS 14  
700 BROAD ST  
(LOTS 14)  
PLAT CABINET # 4  
R.O.P.C., TN.

ZONED CL  
FUTURE DEVELOPMENT  
TAX MAP 031-A, PARCEL 1600  
PUTNAM PROPERTIES  
PARTNERSHIP  
RECORD BOOK 1053, PAGE 651  
R.O.P.C., TN.

# Final Plat







































# 700 Broad Phase II Final Plat - Conditional Approval

- Developer shall repair soft spot in street and install final surfacing
- Developer must complete the detention pond as directed by Public Works
- Developer to pay Public Works for stop signs and street name signs
- Developer shall construct slope as required by Public Works adjacent to the Hatcher property
- Developer shall submit “as-built” water plans to the Water Quality Control Department
- Developer shall incorporate specific language as shown on the plat in the HOA agreement pertaining to the water system
- Developer shall submit a two (2) year \$10,000 Warranty of Improvements letter of credit payable to the City of Cookeville, with submission timing and subsequent renewal to be coordinated with Planning Department staff
- Developer shall provide all utility easements as required by the Electric and Water Quality Control Departments
- Developer shall submit a copy of the recorded Homeowner’s Association agreement to the Planning Department as soon as possible after the plat is recorded
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments

# STUDY ITEMS

# CONSIDER FOR STUDY

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*Preliminary Plat of  
Kacie Avenue Division,  
six lots located at  
621 West Stevens Street.*

---

Request submitted by Bobby & Joy Cunningham.

# STAFF REPORTS

# MINOR PLATS APPROVED & RECORDED

---

Windsor Hill Subdivision Lot 2 Final Plat  
2 lots located at 908 & 910 Nottingham Drive -  
Ingrid Bertmeyer & Richard Thomen

---

Sycamore Church of Christ Combination Plat  
1 lot located at 1144 Crescent Drive & 451 Ellis Avenue -  
Sycamore Church of Christ

---

Commonwealth Company Resubdivision of Redivision of Tract 2  
2 lots located at South Willow Avenue & West Jackson Street -  
V3 Ventures, Jonathan McNabb

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