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 **Developer has requested that this item be withdrawn.**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

(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.**

(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 10th 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 18TH 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 8th Street and name a new street to Wings Up Way.

Analysis: Tennessee Tech in nearing completion of the new Student Recreation Center located on West 7th 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 7th 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 8th Street that terminates at the Tennessee Tech Quadrangle. Tennessee Tech has requested to change the name of this portion of West 8th Street to Wings Up Way. The new street and the portion of West 8th 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 8th 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 8th 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

HALEY DICKSON
PLANNING ASSISTANT

SUBMITTED FOR RECORDING

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 18TH, 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. 34and 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

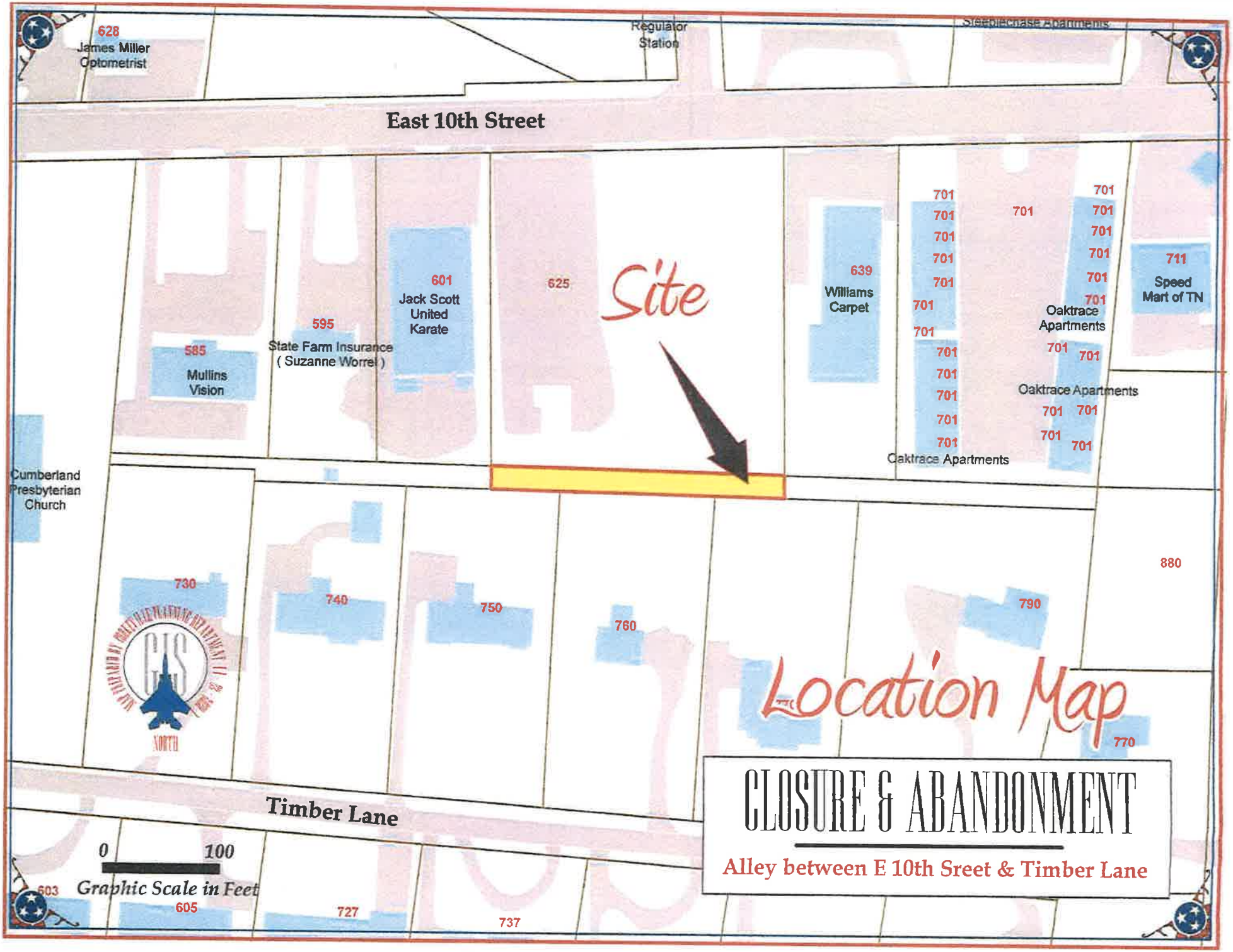
Action Item 4

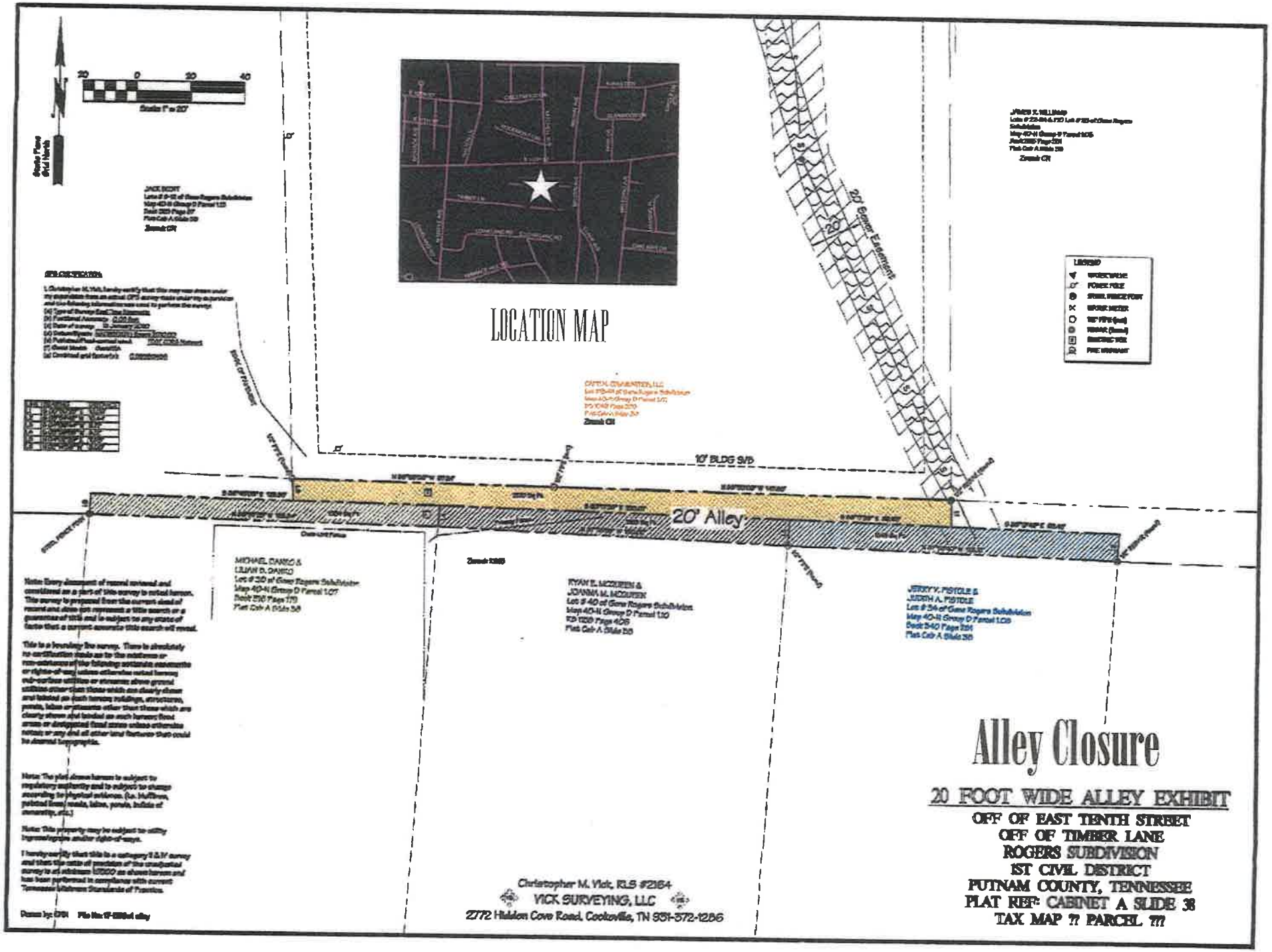
Consider for action closure of an undeveloped alley located between East 10th Street and Timber Lane. Request submitted by Chris Vick on behalf of Donnie Suits, Capital Communities, LLC. **Developer has requested that this item be withdrawn.**

5/8/2020

I would like to request that the alley closure be withdrawn from consideration at this time.

Donnie Suits


628
James Miller
Optometrist
Regulator
Station
Steeplechase Apartments
East 10th Street
601
Jack Scott
United
Karate
625
Site
639
Williams
Carpet
701
711
Speed
Mart of TN
Oaktrace
Apartments
595
State Farm Insurance
(Suzanne Worrel)
585
Mullins
Vision
Cumberland
Presbyterian
Church
Oaktrace Apartments
Oaktrace Apartments
880
730
740
750
760
790
770
Location Map
CLOSURE & ABANDONMENT
Alley between E 10th Sreet & Timber Lane
Timber Lane
0
100
Graphic Scale in Feet
603
605
727
737
NORTH


LOCATION MAP
20' Alley
10' BLDG S/B
20' Sewer Easement
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 ???
Christopher M. Vick, RLS #2164
VICK SURVEYING, LLC
2772 Hidden Cove Road, Cookeville, TN 931-372-1286

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

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.

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> wrote:

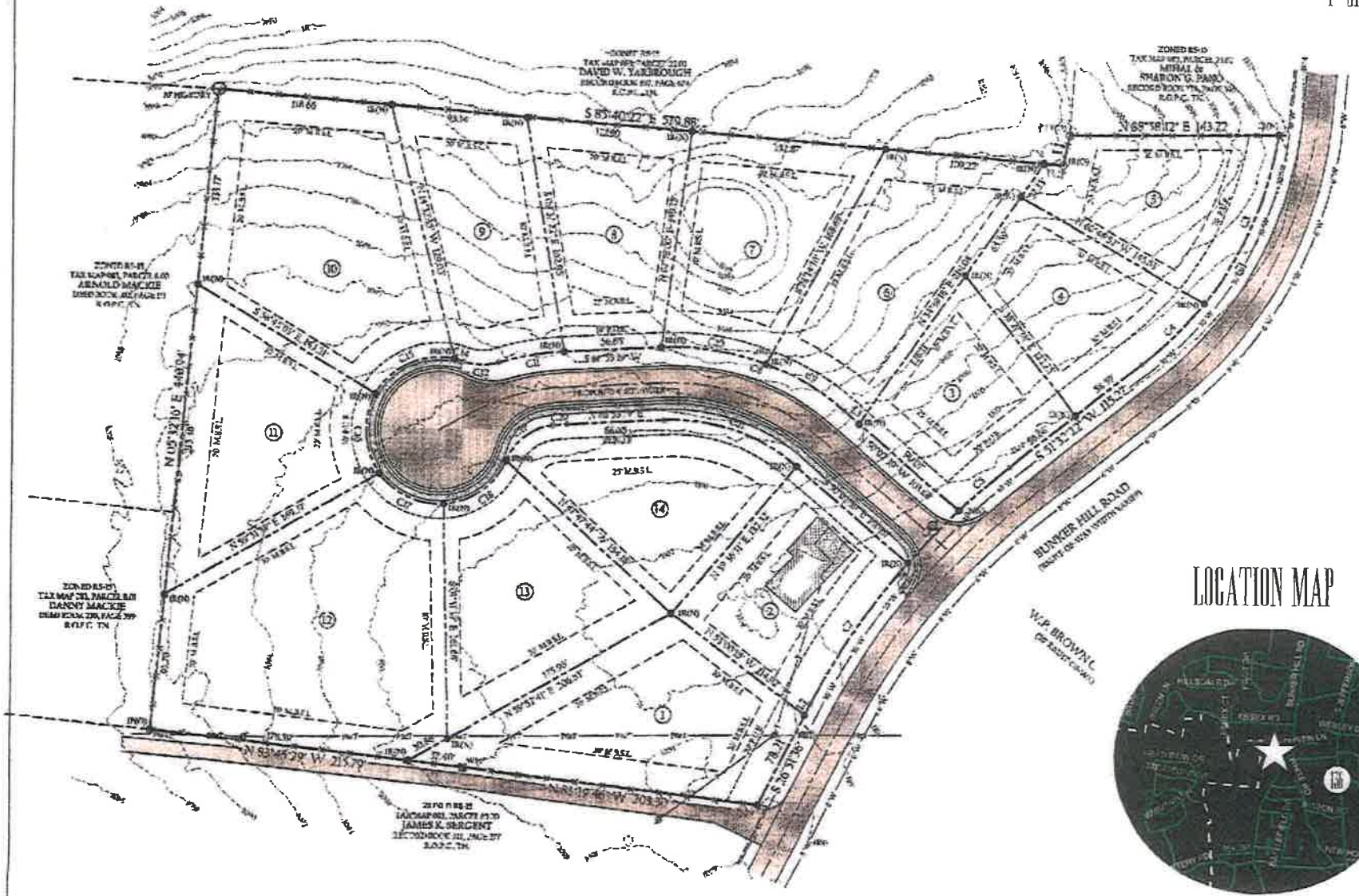
> Jack,
>
> Do you want to hold off on the Planning Commission hearing this next Monday the 18th to give you time to have the topo work done? The June meeting will be on the 22nd. Please let me know as soon as you can so I can plan accordingly.
>
> Thanks,
>
> Ken
>
> ---
>
> Electronic communications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

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

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 RS-10

PROPOSED ZONING PRD

OFFICE ONLY

Date Filed: _____

Date taken for Study: _____

Planning Commission: Approved Disapproved

Date: _____

Date sent to Council: _____

Date of Public Notice: _____

Ordinance Number: _____

1st Reading: _____

2nd Reading: _____

Effective Date: _____

LOCATION OF PROPERTY TO BE REZONED *

ADDRESS: Buck Mountain Road

TAX MAP NUMBER: Tax Map 052, Parcel 07.00

SUBDIVISION (If applicable): _____

* 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: Lawrence Feldhause

ADDRESS: 102 Doral Lane

CITY: Hendersonvill STATE: TN ZIP: 37075

PHONE: _____

AUTHORIZED AGENT *

NAME: Capital Communities, Donnie Suits

ADDRESS: PO Box 3647

CITY: Cookeville STATE: Tn ZIP: 38502

PHONE: 770-231-2114

* 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:
RS-10 (Single Family Residential)

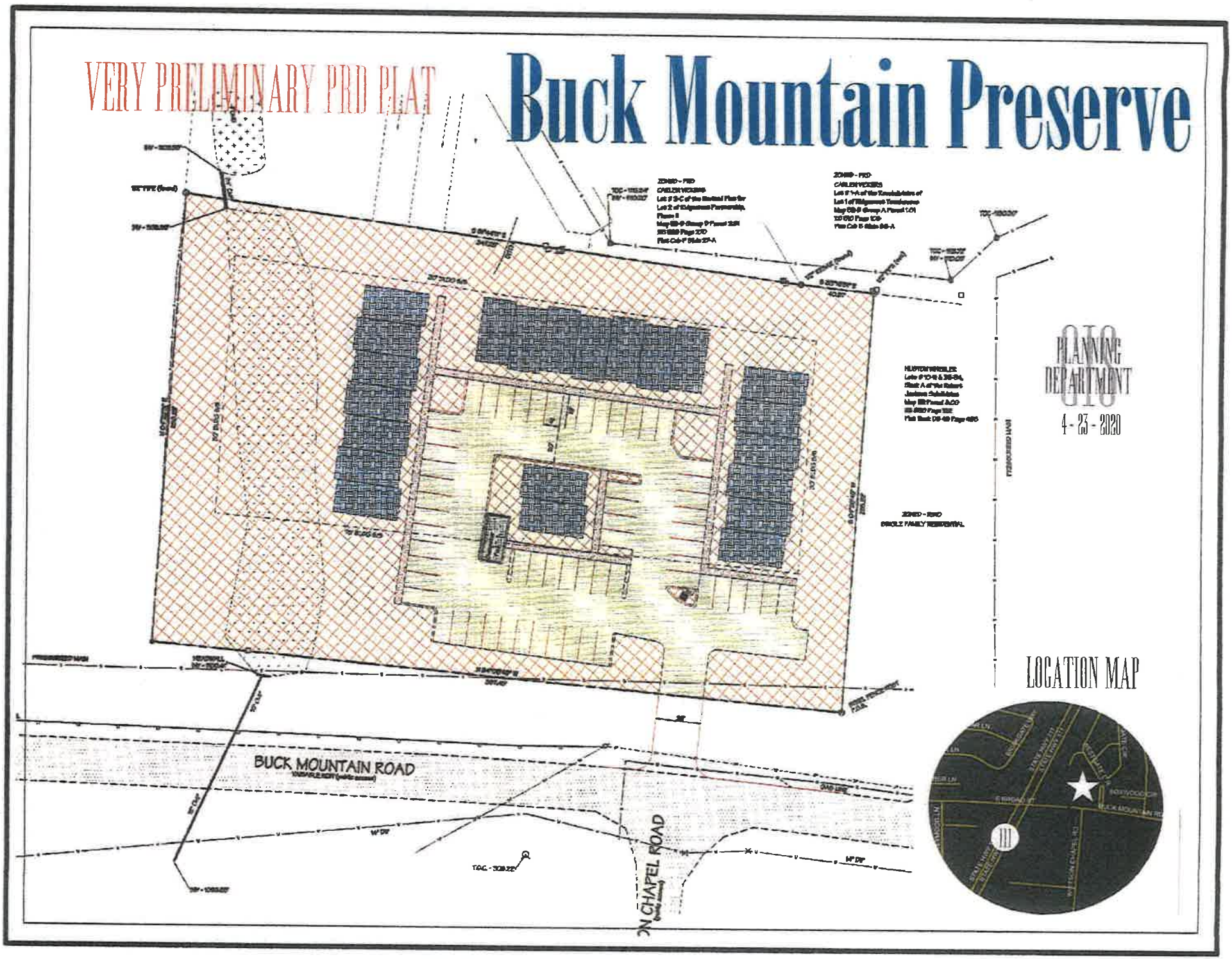
PROPOSED LAND USE:
PRD (Planned Residential Development)

REASON FOR REQUESTING REZONING:
Proposed townhome development

REVIEWED BY: _____ DATE: _____

VERY PRELIMINARY PRD PLAT

Buck Mountain Preserve



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: _____

1st Reading: _____

2nd 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 Divsion

* 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

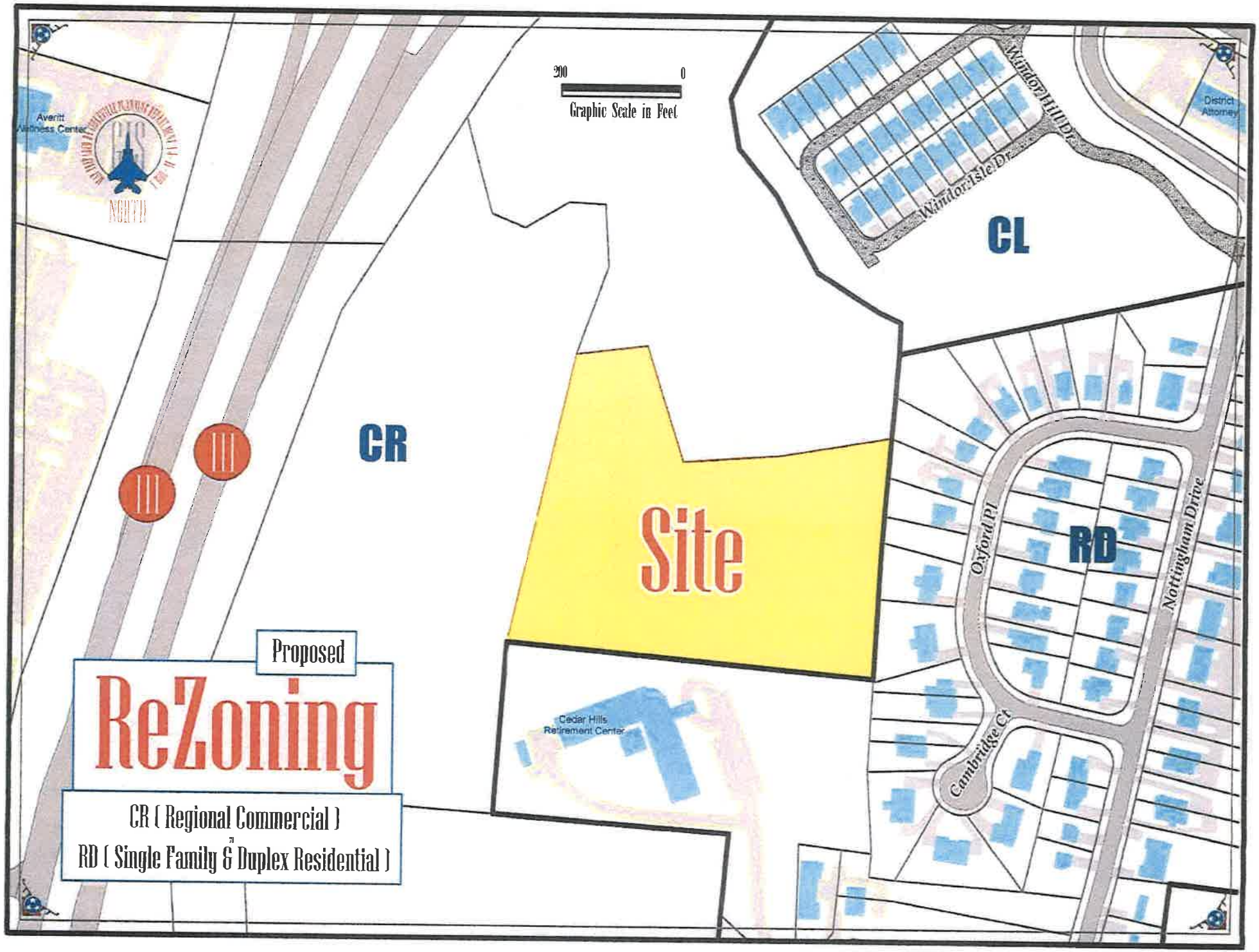
EXISTING LAND USE:
Vacant

PROPOSED LAND USE:
Residential

REASON FOR REQUESTING REZONING:

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

REVIEWED BY: _____ DATE: _____



200
0
Graphic Scale in Feet
Averitt Wellness Center
NORTH
District Attorney
Windor Hill Dr
Windor Isle Dr
CL
CR
III
III
Site
RD
Oxford Pl
Nottingham Drive
Cambridge Ct
Cedar Hills Retirement Center
Proposed
ReZoning
CR (Regional Commercial)
RD (Single Family & Duplex Residential)

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

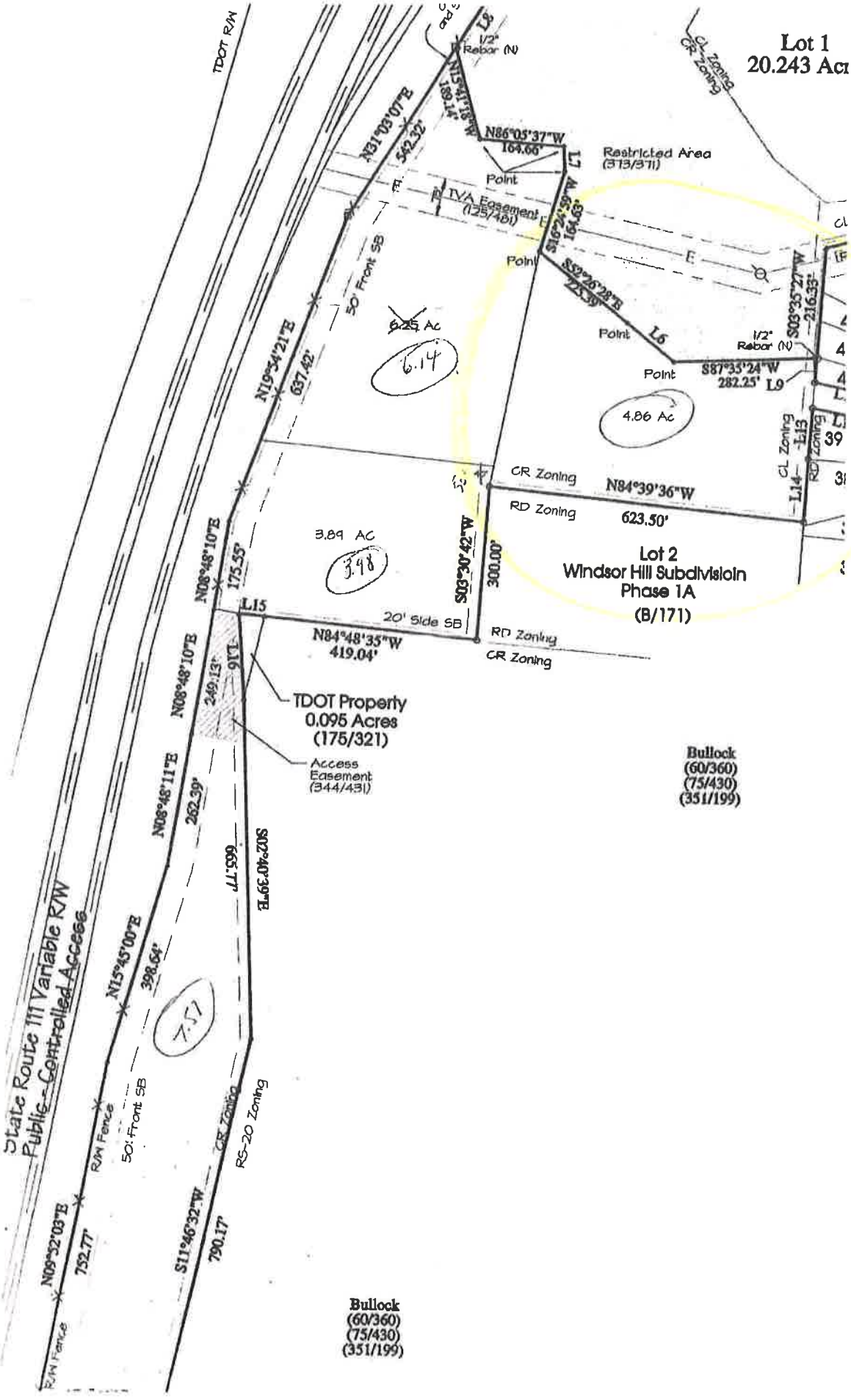
City of Cookeville

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,

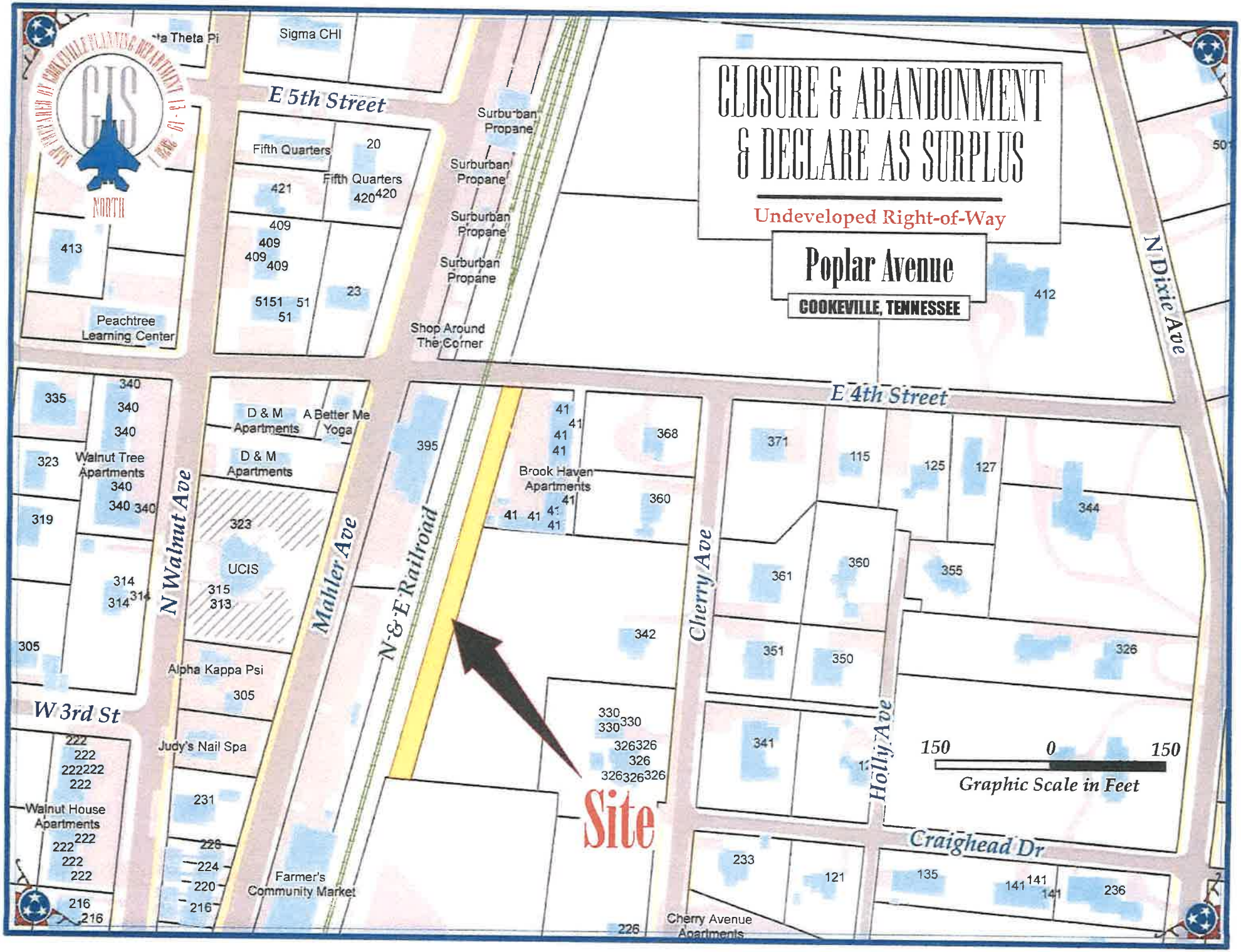
Jerry C. Gaw



Lot 1
20.243 Ac
TDOT R/W
CL Zoning
CR Zoning
1/2" Rebar (N)
N15°41'18"W
189.14'
N31°03'07"E
542.32'
N86°05'37"W
164.66'
L7
Restricted Area
(373/371)
Point
TVA Easement
(125/481)
S16°24'59"W
164.63'
Point
S52°26'28"E
225.39'
L6
Point
1/2" Rebar (N)
S03°35'27"W
216.33'
S87°35'24"W
282.25'
L9
4.86 Ac
50' Front SB
6.25 Ac
6.14
N19°54'21"E
637.42'
CR Zoning
N84°39'36"W
623.50'
RD Zoning
CL Zoning
L13
L14
RD Zoning
39
3.89 AC
3.98
N08°48'10"E
175.55'
S03°30'42"W
300.00'
Lot 2
Windsor Hill Subdivisioin
Phase 1A
(B/171)
L15
20' Side SB
N84°48'35"W
419.04'
RD Zoning
CR Zoning
N08°48'10"E
249.13'
L16
TDOT Property
0.095 Acres
(175/321)
Access
Easement
(344/431)
Bullock
(60/360)
(75/430)
(351/199)
N08°48'11"E
262.39'
665.77'
S02°40'39"E
State Route 111 Variable R/W
Public - Controlled Access
N15°45'00"E
398.64'
7.57
50' Front SB
R/W Fence
CR Zoning
RS-20 Zoning
N09°52'03"E
752.77'
S11°46'32"W
790.17'
R/W Fence
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.


CLOSURE & ABANDONMENT
& DECLARE AS SURPLUS
Undeveloped Right-of-Way
Poplar Avenue
COOKEVILLE, TENNESSEE
NORTH
E 5th Street
E 4th Street
N Walnut Ave
Mahler Ave
N & E Railroad
Cherry Ave
Holly Ave
N Dixie Ave
W 3rd St
Craighead Dr
Site
Sigma CHI
Fifth Quarters
Surburban Propane
Peachtree Learning Center
Shop Around The Corner
D & M Apartments
A Better Me Yoga
Walnut Tree Apartments
Brook Haven Apartments
UCIS
Alpha Kappa Psi
Judy's Nail Spa
Walnut House Apartments
Farmer's Community Market
Cherry Avenue Apartments
150 0 150
Graphic Scale in Feet

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): 0.99989496

60 0 60 120

Scale: 1" = 60'

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.

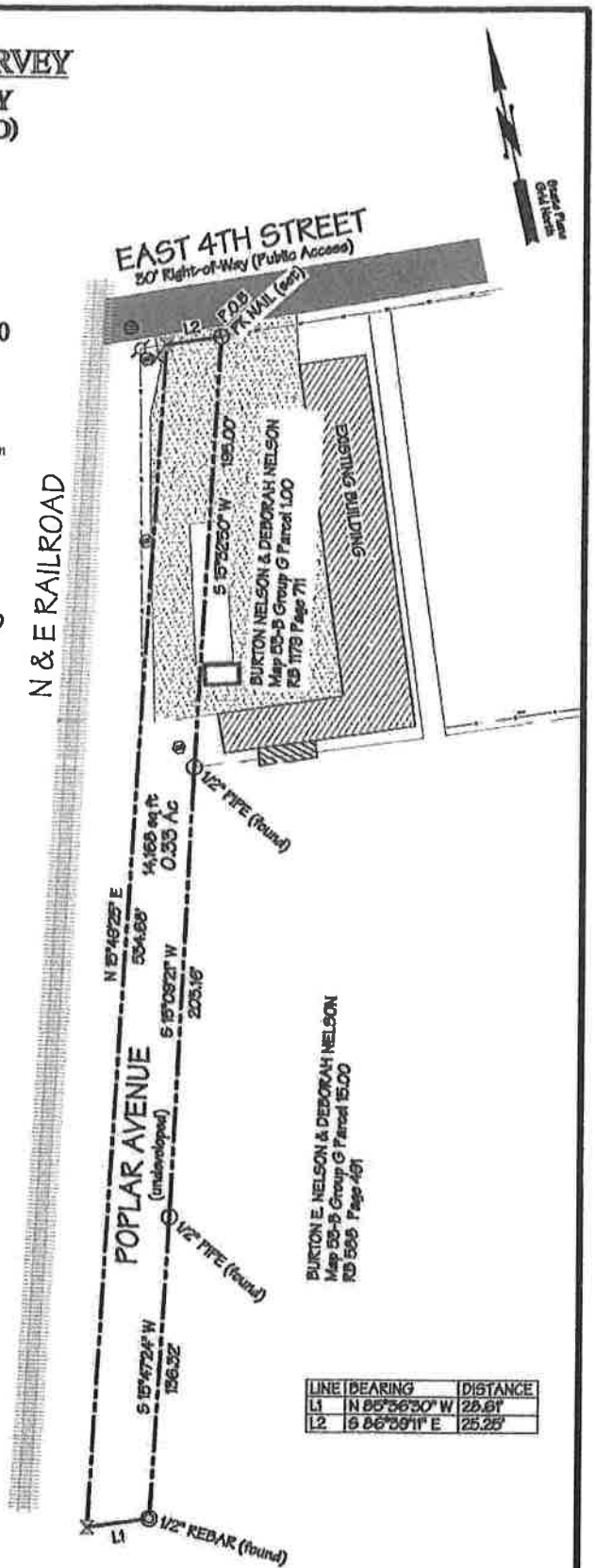
Note: Every document of record reviewed and considered as a part of this survey is noted hereon. This survey is prepared from the current deed of record and does not represent a title search or a guarantee of title and is subject to any state of facts that a current accurate title search will reveal.

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°36'30" W	25.61'
L2	S 86°39'11" E	25.25'

AUXIN DEVELOPMENT
Map 53-B Group G Parcel 3.00
RB 994 Page 751

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

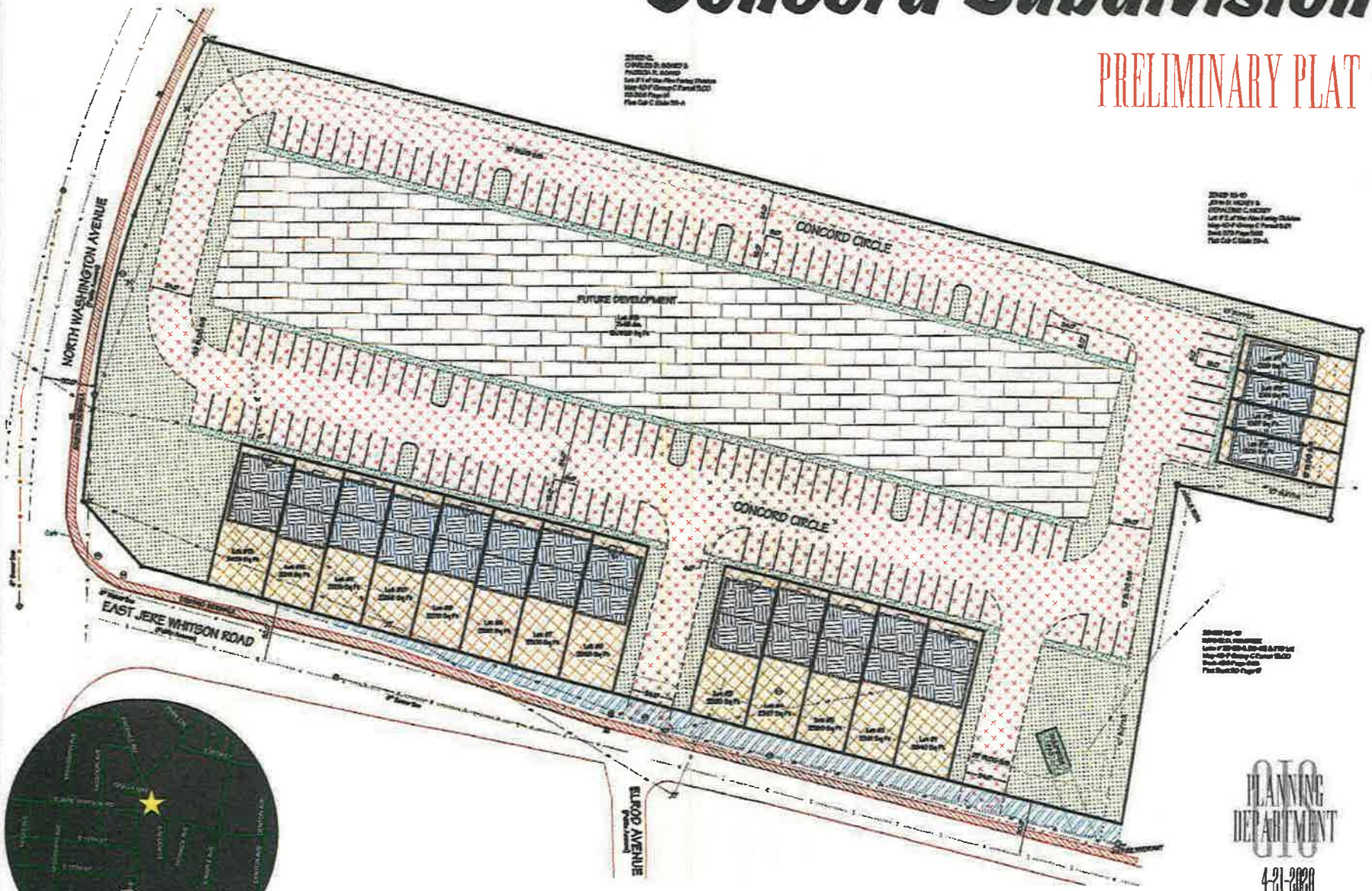
Drawn by: CHN File No: 10-92c4

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



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

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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

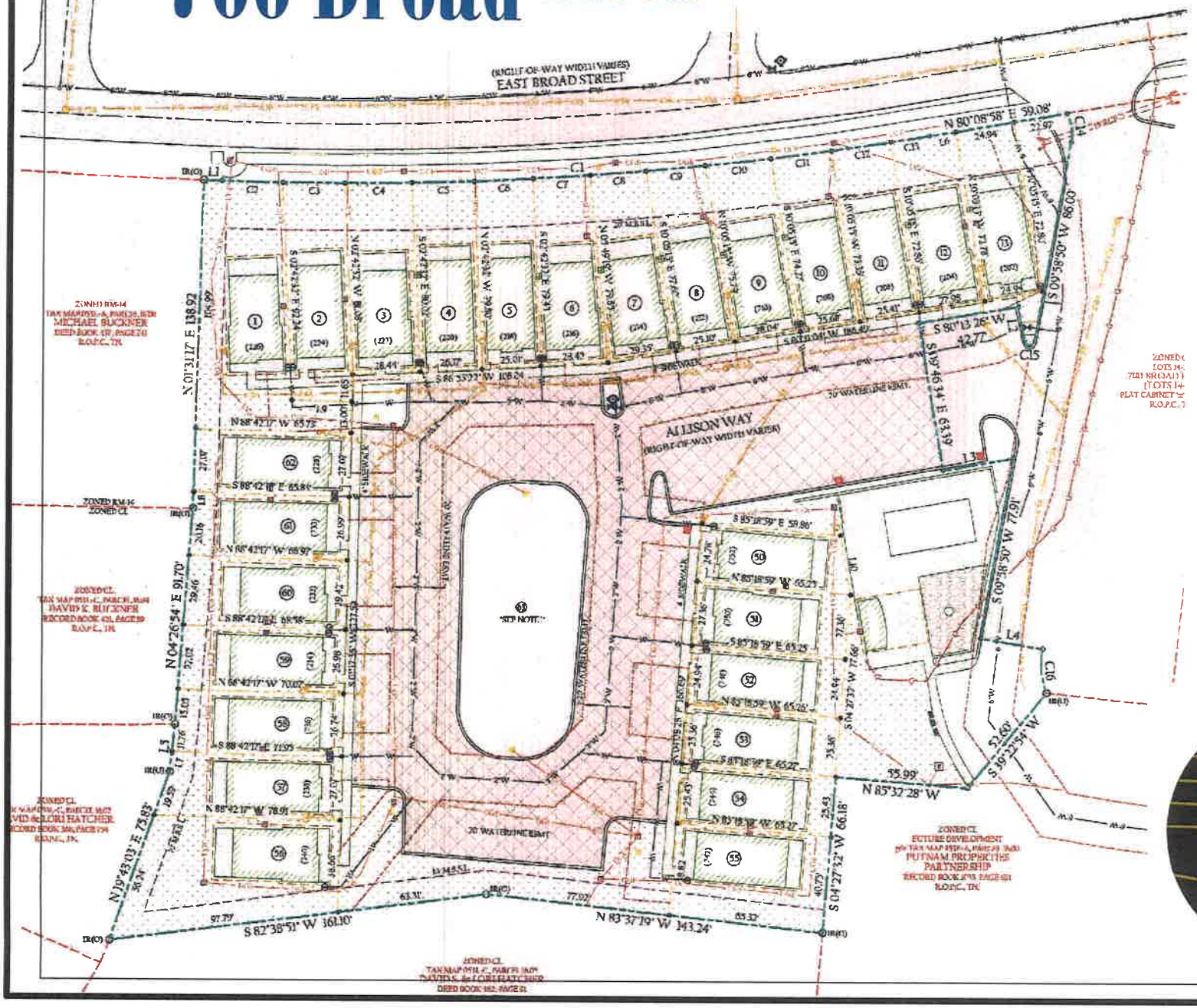
Consider for action the final plat of 700 Broad, Phase II, 27 lots located at 731 East Broad Street. Request submitted by Putnam Properties.

700 Broad Phase II

PRELIMINARY PLAT

PLANNING DEPARTMENT

5 - 12 - 2020



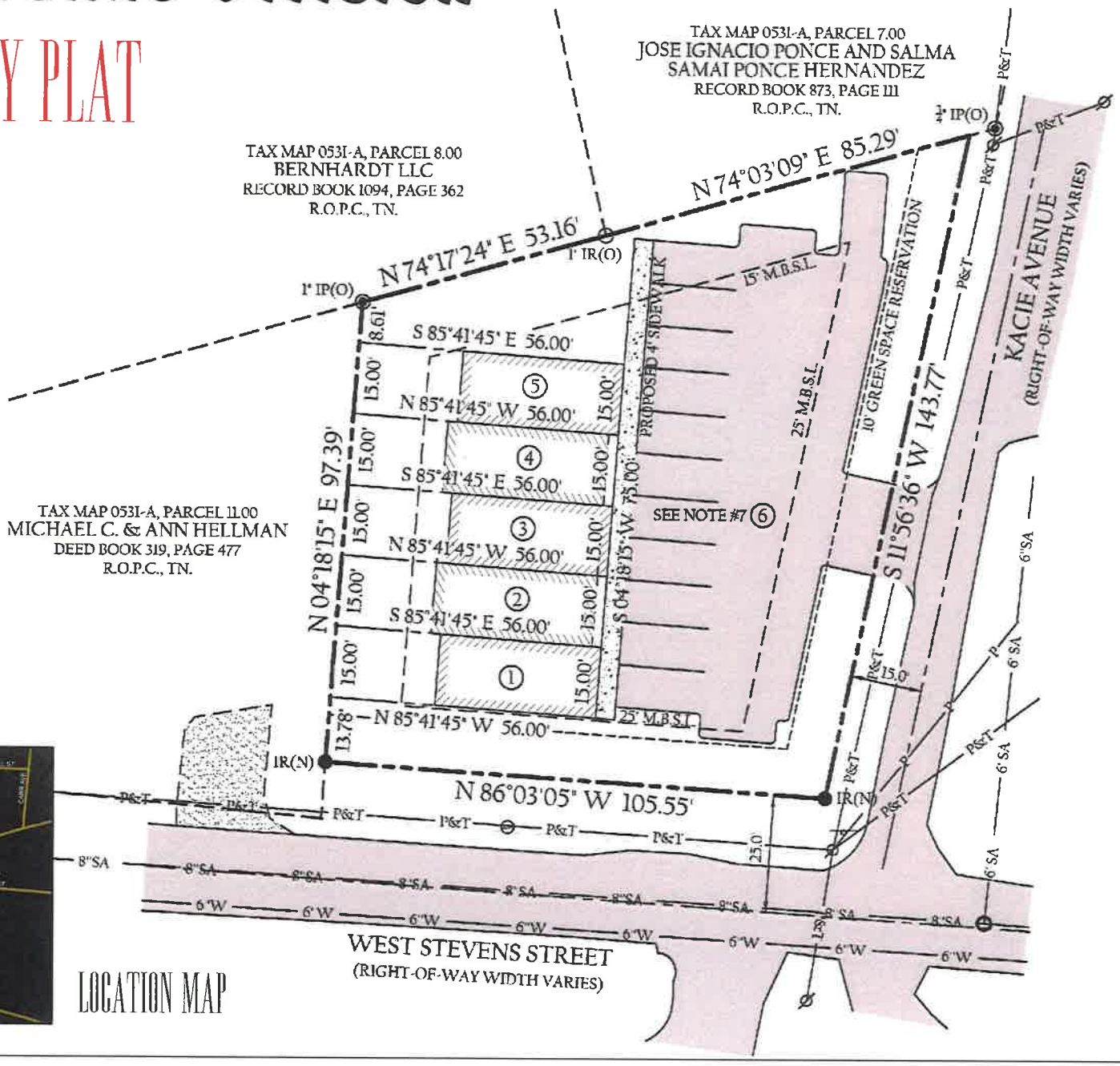
LOCATION MAP

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

PLANNING DEPARTMENT
5-12-2020

LOCATION MAP