

**COOKEVILLE PLANNING COMMISSION
MINUTES
JUNE 22, 2020**

The Cookeville Planning Commission met on Monday, June 22, 2020 at 5:30 p.m., in the Council Chambers, 45 E. Broad Street, Cookeville, Tennessee and through electronic means via Zoom.

MEMBERS PRESENT: Jim Cobb, Judy Jennings, Daniel Odom, Kay Starkweather, Leslie Sullins, and Chris Wakefield.

MEMBERS PRESENT VIA ZOOM: Tracy Cody and James Stafne.

MEMBERS ABSENT: Eric Walker.

STAFF MEMBERS PRESENT: Jon Ward, Ken Young, and Haley Dickson.

STAFF MEMBERS ABSENT: James Mills.

OTHERS PRESENT: Susan & Greg Vandergriff, Andy Milton, Neil Patel, Hiran Patel, and Douglas Airhart.

OTHERS PRESENT VIA ZOOM: Ben Wheeler and Aaron Bernhardt.

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

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

CONSIDER FOR APPROVAL THE MINUTES OF MAY 18, 2020. Kay Starkweather made the motion to approve the minutes of May 18, 2020. Jim Cobb seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER A RESOLUTION DETERMINING THAT, DUE TO THE COVID-19 PANDEMIC, THE JUNE 22ND, 2020 MEETING OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION SHALL BE BY ELECTRONIC MEANS AS PERMITTED BY EXECUTIVE ORDER NO. 16 AND EXECUTIVE ORDER NO. 34. Jon Ward stated that Executive Order 16 and Executive Order 34 issued by Governor Bill Lee are orders to ensure that government continues to function openly and transparently during the COVID-19 pandemic, 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 June meeting electronically as authorized by the Orders.

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

DUE TO TECHNICAL DIFFICULTIES, CHAIRMAN STAFNE HAD LOST CONNECTION AND WAS UNABLE TO LEAD THE MEETING. JON WARD RECOMMENDED HAVING VICE CHAIRMAN JUDY JENNINGS FILL IN FOR CHAIRMAN STAFNE. Leslie Sullins made the motion to approve the request. Kay Starkweather seconded the motion and the motion carried unanimously.

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). Mr. Donnie Suits has requested that this item be withdrawn from consideration.

Jim Cobb made the motion to approve the request to withdraw this item. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

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 July 27th Planning Commission meeting.

Leslie Sullins made the motion to approve the request to postpone this item until the July 27th meeting. Jim Cobb seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION SIX (6) MONTH EXTENSION OF THE PRELIMINARY PLAT OF HIGHLANDS RESIDENTIAL ROAD DEDICATION, 1 LOT LOCATED AT 761 BUFFALO VALLEY ROAD. REQUEST SUBMITTED BY HIGHLANDS RESIDENTIAL SERVICES. Jon Ward stated that Highland Residential Services has submitted a request for a six (6) month extension of their Highland Residential Road Dedication Preliminary Plat, a one (1) lot new street development located at 761 Buffalo Valley Road. The new public street with the proposed name of Acorn Drive will serve the Oak Tower residential development planned for the site and no additional building lots will be created. The project requires the extension of sewer and improvements to the new street. The single-family structure at 761 Buffalo Valley Road has been demolished. The plat was submitted and taken for study at the May 2019 Planning Commission meeting and was granted conditional approval on June 24, 2019. The Subdivision Regulations allow up to two (2) six (6) month extensions of preliminary plat approval.

Analysis: The subject property is identified on Tax Map 054 as Parcel 027.00 containing approximately 59.86 acres and the portion for the new street is .84 acres. The remainder of the parcel is not required to be surveyed because it is greater than five (5) acres. The entire property is zoned RM8 (Multi-family Residential). Adjacent parcels to the west are zoned RS-10 (Single-family Residential). No screen/buffer will be required until the development is submitted for plans review by the Codes Department. The developer has dedicated additional right-of-way along Buffalo Valley Road to attain a 25' distance to the centerline for a 125' segment as requested by the City for future road improvements. The plat depicts the construction of a new five (5) foot wide sidewalk along the entire length of the Buffalo Valley Road frontage.

The new street is approximately 700' in length and has a 50' right-of-way ending in a temporary cul-de-sac to allow for future development of the remaining property. A new five (5) foot wide sidewalk is proposed for the entire length of the eastern right-of-way of the new street. The cross section and profile including sidewalk and landscape strip of the new street must be added to the plat. New internal driveways are depicted on the plat for future construction reference only and are not part of the new road construction which is the object of the plat under consideration.

The development of the street will also entail the installation of utilities to support the new development. State approved water and sewer plans must be submitted to Water Quality Control Department. The Cookeville Electric Department requires that all utilities be underground as per their specifications and shown on the site utility plan. In addition, street lighting must be installed at the required intervals for the entire length of the new street. There is an existing hydrant (2000+ GPM) located approximately 72' from the southeast corner of the property on the south right-of-way of Buffalo Valley Road. The Gas Department reports that natural gas is available to the site but they will require BTU load and future load calculations in order to determine if the existing lines need to be upgraded. There are no apparent topographic constraints such as sinkholes, wetlands, streams or flood hazard areas indicated by available GIS data in the area proposed for the new street

and utility construction. Initial grading work on the site is currently underway and there have been no changes to the plat as previously approved.

Recommendation: Approval of the request for a six (6) month extension of the Preliminary Plat subject to the conditions established by the Planning Commission on June 24, 2019. The conditions are as follows:

- Developer must submit a street plan and profile to the Department of Public Works. Plan shall include typical road section, subgrade, base width and asphalt width and 3:1 slope
- Street cross section and profile must be shown on the plat
- Developer shall submit a Storm Water Pollution Prevention Plan (SWPPP) 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
- Developer to submit plans for the installation of natural gas to the Gas Department
- 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

Kay Starkweather made the motion to approve the request recommended by staff. Daniel Odom seconded the motion and the motion carried unanimously. **CONDITIONAL APPROVAL.**

CONSIDER FOR ACTION SIX (6) MONTH EXTENSION OF THE PRELIMINARY PLAT OF SPRING HILL TOWN HOUSES, 9 LOTS LOCATED BETWEEN 1546 & 1590 EAST SPRING STREET. REQUEST SUBMITTED BY BERNHARDT CONSTRUCTION.

Jon Ward stated that Developer Aaron Bernhardt has submitted for a request for a six (6) month extension of his Preliminary Plat of Spring Hill Town Houses, a nine (9) lot single family attached development of his property located in the 1500 block of East Spring Street. The plat was submitted and taken for study at the May 2019 Planning Commission meeting and was granted conditional approval on June 24, 2019. The Subdivision Regulations allow up to two (2) six (6) month extensions of preliminary plat approval.

Analysis: The subject property is identified on Tax Map 052P Group C as Parcel 001.07. The vacant property is zoned CL, "Local Commercial" and consists of approximately 0.58 acres. Adjacent properties to the east and west are also zoned CL. The adjacent property to the north is zoned RS-20, "Single-Family Residential". A Type 1 Screen/Buffer is shown on the plat as required along the common boundary with the development property and the RS-20 property to the north. There are no evident topographic constraints indicated on the site.

The development consists of eight (8) building lots and Lot 9 will encompass the remaining common areas. All of these lots front a new private interior parking and ingress/egress proposed as Electric Avenue that terminates in a dead end. The plat depicts a turnaround area toward the front of the property to allow for turning movements for individual cart trash collection and emergency vehicles. A central mailbox unit receptacle (CBU) is shown on the plat for mail pickup and delivery as required by the USPS.

The units all contain two (2) bedrooms, and off street parking is calculated at the rate of 1.25 spaces per bedroom for a minimum total of 20 required parking spaces which are shown on the plat. The plat depicts the proposed construction of a new five (5) foot wide sidewalk along the East Spring Street frontage. A new four (4) foot sidewalk has been constructed internally on the site. The developer was required to get a driveway permit from TDOT as East Spring Street is also a state highway (US 70N).

Each dwelling unit is outfitted with sprinkler systems that meet the National Fire Protection Association design standard 13D. In addition, an existing fire hydrant (1500+ GPM) is approximately 340' from the site which is within the required proximity for fire protection. Water and sewer is connected to the eight (8) inch sewer line and six (6) inch water line located in the street right-of-way. There is an existing 20' wide utility easement running east/west along the front of the parcel as shown on the plat. The Electric Department required that all electric is to be installed underground per CED specifications. Solid waste management is to be provided using individual canisters.

All of the property including the driveway, parking areas and other common areas and infrastructure components are private with the exception of water which will be public. Repair and maintenance of the 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. The development is in the final stages of completion and there have been no changes to the plat as previously submitted.

Recommendation: The Planning Department recommends approval of the request for a six (6) month extension of the preliminary plat subject to all conditions as stipulated at the June 24, 2019 Planning Commission meeting.

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

CONSIDER FOR ACTION SIX (6) MONTH EXTENSION OF THE PRELIMINARY PLAT OF NORTH RIDGE, 19 LOTS LOCATED AT 1973 NORTH DIXIE AVENUE. REQUEST SUBMITTED BY BERNHARDT CONSTRUCTION. Jon Ward stated that Developer Aaron Bernhardt has submitted a request for a six (6) month extension of his Preliminary Plat of North Ridge, a 19 lot single family attached development of his property located at North Dixie Avenue and Kenway Street. The plat was submitted and taken for study at the May 2019 Planning Commission meeting and was granted conditional approval on June 24, 2019. The Subdivision Regulations allow up to two (2) six (6) month extensions of preliminary plat approval.

Analysis: The subject property is identified on Tax Map 027 Group A as Parcel 002.00. The vacant property is zoned CL, "Local Commercial" and consists of approximately 1.26 acres. Adjacent property to the west is also zoned CL. The adjacent properties to the north and east are zoned RS-10, "Single-Family Residential". Codes Director Jeff Littrell approved exempting the requirement for a Type 1 Screen/Buffer requirement along the common boundary with the development property and the adjacent RS-20 property to the north. Public Works Director Greg Brown will make a determination regarding sight distance at the proposed eastern ingress/egress point to Kenway Street due to the slope of the road. Otherwise, there are no evident topographic constraints indicated on the site.

The proposed development consists of 18 building lots and Lot 19 will encompass the remaining common areas. All of these lots will front two (2) new private interior parking and ingress/egress that are named North Ridge and Kate's Way. The plat depicts a hammerhead turnaround in the eastern portion (Kate's Way) of the site that has been approved by Fire and Public Works. A

central mailbox unit receptacle is shown on the plat for mail pickup and delivery as required by the USPS. A dumpster as depicted on the plat that will be used for solid waste management.

The units are planned to all contain two (2) bedrooms and off street parking is calculated at the rate of 1.25 spaces per bedroom for a minimum total of 45 required parking spaces which are shown on the plat. The plat depicts the proposed construction of new five (5) foot wide sidewalks along the Kenway Street frontage and the North Dixie Avenue frontage. New four (4) foot sidewalks will be constructed internally on the site.

Each dwelling unit is to be equipped with sprinkler systems that meet the National Fire Protection Association design standard 13D. There is an existing fire hydrant (1000 - 1499 GPM) located off the North Dixie Avenue frontage approximately 62' from the site. Water and sewer is available to connect to the eight (8) inch sewer line and eight (8) inch water line located in the North Dixie right-of-way. The Electric Department requires that all electric is to be installed underground per CED specifications. The plat does not indicate the engineering service that will prepare the site design. The developer has verbally stated it will be Clinton Engineering.

All of the property including the driveway, parking areas and other common areas and infrastructure components are private with the exception of water which will be public. Repair and maintenance of the 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. No work has begun on the site and there have been no changes made to the plat as previously submitted.

Recommendation: The Planning Department recommends approval of the request for a six (6) month extension of the preliminary plat subject to the conditions established by the Planning Commission on June 24, 2019. These are as follows:

- Add Clinton Engineering to the title block
- Public Works must review and make a decision regarding sight distance for the eastern proposed access point
- 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 roadway 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
- Developer must submit water (State approved) 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
- 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

Leslie Sullins made the motion to approve the request recommended by staff. Daniel Odom seconded the motion and the motion carried unanimously. **CONDITIONAL APPROVAL.**

CONSIDER FOR ACTION THE PRELIMINARY PLAT OF KACIE AVENUE DIVISION, SIX LOTS LOCATED AT 621 WEST STEVENS STREET. REQUEST SUBMITTED BY BOBBY & JOY CUNNINGHAM.

Jon Ward stated that Developer Mr. Andy Milton on behalf of property owners Bobby and Joy Cunningham has submitted for approval a preliminary plat of the Kacie Avenue Division, a six (6) lot single family attached development of their property located at the corner of West Stevens Street and Kacie Avenue. This proposal was taken for study by the Planning Commission at the May 18, 2020 meeting.

Analysis: The subject property is identified on Tax Map 53I Group A as Parcel 12.00 and contains approximately .31 acres. The property is zoned RM-14, "Multi-family residential" as are all adjacent properties. Section 216.3 of the Zoning Code stipulates that single family attached dwellings (townhouses) are allowed in the RM-14 zone as a use permitted on review, subject to the submission of a plat in accordance with the Cookeville Subdivision Regulations.

The development consists of five (5) single family attached building lots and the construction of a private street with four (4) foot wide interior sidewalks and installation of utilities. The plat also depicts improvements to widen Kacie Avenue from West Stevens Street to the entrance to the site off Kacie Avenue. Due to these proposed improvements to the existing street and in consideration of possible future widening of West Stevens Street by the City, the developer has been allowed to pay in to the sidewalk fund in lieu of construction as approved by Public Works Director Greg Brown. Mr. Milton paid \$5,050.00 into the fund on June 12, 2020 as noted on the plat. The existing single-family dwelling at 621 West Stevens Street and two (2) accessory structures are to be demolished and/or removed. Lot 6 is the remaining common area and is not a building lot.

A new private street is proposed as Towne View Drive to provide access off Kacie Avenue. The developer must submit drainage and street construction plans (including improvements to Kacie Avenue) to the Public Works Department. Public water service will connect to the existing six (6) inch water line located in the right-of-way of West Stevens Street and the lots will be served by individual meters set near the street right-of-way. Private sewer will connect to the existing sewer tap located near the southwest corner of the property. The developers must submit state approved water and sewer plans to the Department of Water Quality Control for review and approval prior to construction. There is one (1) existing hydrant located approximately 365 feet to the west near the intersection of West Stevens Street and Hughes Street and the dwelling units will have 303D residential sprinkler systems. Fire Chief Daryl Blair has stipulated that a new hydrant must be installed to provide adequate coverage for fire protection.

The developer has advised that Scott Nicholson with CES is in the process of preparing all required engineering plans for the development including storm water drainage features. A decision has not yet been made concerning trash pickup. All common areas, streets, sewer and other infrastructure improvements are private and will be maintained via a Homeowner Association Agreement that will be required upon final plat recording. No portion of the subject property is located in a Special Flood Hazard Area according to the Flood Insurance Rate Maps for the area, nor are there indications of Sinkhole Retention Areas according to the available GIS data.

Recommendation: Conditional approval of the Preliminary Plat subject to the following:

- Developer shall schedule and attend a pre-construction meeting with all the appropriate city departments
- Developer understands and agrees that all right-of-ways must be cleared prior to installation of utilities

- Developer must submit a street plan and profile with storm sewer and sidewalk details to the Department of Public Works for all new streets. Plan shall include typical road section, subgrade, base width and asphalt width
- Developer shall submit a Storm Water Pollution Prevention Plan (SWPPP) to the Department of Public Works
- Developer must submit state approved water and sewer plans to the Water Quality Control Department
- Developer must work with Public Works to make arrangements for trash pickup
- 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 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

Chris Wakefield asked about the driveway width on the proposed townhomes.

Jon Ward stated that the city requires wider widths for parking on both sides and if there is parking on both sides of the street then the required width is 24 feet but if there is parking on one side then the width can be reduced. He stated that Public Works has reviewed and approved the plat.

Daniel Odom made the motion to approve the request recommended by staff. Kay Starkweather seconded the motion and the motion carried unanimously. **CONDITIONAL APPROVAL.**

CONSIDER FOR ACTION THE FINAL PLAT OF KRISHNA HOSPITALITY PARTNERSHIP PROPERTY, THREE LOTS LOCATED AT 970 SOUTH JEFFERSON AVENUE. REQUEST SUBMITTED BY NEIL PATEL AND THE KRISHNA HOSPITALITY PARTNERSHIP.

Jon Ward stated that Mr. Neil Patel with Krishna Hospitality Partnership has submitted for approval the Final 3 Lot Plat of the Krishna Hospitality Partnership Property, a three (3) lot commercial development located at 970 South Jefferson Avenue and 440 Neal Street, which is currently the location of the Quality Inn and Super 8 hotels. The property has rear access to an unnamed permanent vehicular access easement that also serves four (4) government office buildings. A two (2) lot Krishna Hospitality Partnership Property Final Plat was approved by the Planning Commission on November 25, 2019. The developer has submitted the current plat in order to allow the demolition of a portion of the existing Quality Inn and the construction of a new Hilton branded facility on a separate parcel.

Analysis: The subject property is identified on Tax Map 066 as Parcels 047.00 and 047.01 and contains approximately 5.42 acres. The property is zoned CG (General Commercial) as are adjacent properties. The proposed plat will create an additional lot (Lot 2) where the newest three (3) story section of the existing Quality Inn will remain. Proposed Lot 1 has frontage on South Jefferson Avenue and proposed Lots 2 and 3 will have frontage on the unnamed permanent vehicular access easement. The developer improved this easement to meet city street construction standards with the previous plat. This included widening the pavement to 20', providing additional surfacing, and the construction of a sidewalk. This access easement will remain unnamed. Lot 3 was addressed as 440 Neal Street with the previous plat and proposed Lot 2 with the remaining section of the Quality Inn will also be addressed off Neal Street. All three (3) proposed lots include shared private ingress/egress vehicular easements for interior access and easements for parking, utilities and maintenance.

The existing Quality Inn will be completely demolished from Lot 1 and a portion of Lot 2 and a new five (5) story Hilton property is proposed to be constructed on Lot 1. The developer has indicated that if the plat is approved, demo of the structure will begin later this year. A preliminary site plat indicates the proposed redevelopment will have sufficient parking as required by the Zoning Code and all other requirements of the Zoning Code appear to be met. If the project does not proceed, and the structures proposed for demo are not removed from the property, an amended plat will need to be recorded to bring the property back to the design as included on the plat approved on November 25, 2019.

Recommendation: Conditional approval of the Final Plat subject to the following:

- The easement for the water line must be correctly shown as required by the Water Quality Control
- 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

Jim Cobb asked that since Mr. Ward said that all other requirements of the Zoning Code appear to have been met, if there is anything that needs to be addressed.

Jon Ward stated that this is a preliminary plat and that the developers submitted the plat according to the zoning code. He also stated that the plat will have to go through Site Plan Review and all department heads will have to review and approve it.

Jim Cobbs asked if the buildings on the plat are not demolished by a certain date if the plat reverts back to its previous version.

Neil Patel stated that as soon as they get the plat approved, their plan is to demolish the buildings within 90 days and start construction by the end of this year. He hopes to have the hotel open and operating by March of 2022.

Jon Ward stated that he recommends we revisit the plat at the end of the year for taxation purposes. He proposed to add a condition to have the developer bring in a revised plat at the end of the year to be reviewed administratively.

Jim Cobb recommended to add condition.

Jim Cobb made the motion to approve the request recommended by staff. Leslie Sullins seconded the motion and the motion carried unanimously. **CONDITIONAL APPROVAL.**

CONSIDER FOR ACTION THE REVISED FINAL PLAT OF THE EDD & SALLIE MAE ELDRIDGE HEIRS PROPERTY, FOUR LOTS LOCATED AT LEE SEMINARY ROAD & HOLLADAY ROAD. REQUEST SUBMITTED BY BERNHARDT CONSTRUCTION. Jon

Ward stated that Summary: Aaron Bernhardt on behalf of property owner Burgess Family Partnership has submitted for approval a Final Plat of Edd and Sallie Mae Eldridge Heirs Property Lot 3 Re-division, a four (4) lot subdivision of their property located at the northwest corner of Lee Seminary Road and Holiday Road.

Analysis: The property proposed for development is identified on Tax Map 065 as Parcel 119.00 and which is a vacant parcel containing approximately 2.26 acres. The property is zoned RS-20, single family residential, as are all adjacent properties As per the Subdivision Regulations, the proposal does not require preliminary plat approval due to the fact it contains less than 10 lots and all infrastructure is existing. There is a 12 inch waterline located in the right-of-ways of both roads and a hydrant is located near the intersection of Holladay Road and Lee Seminary Road that

is within the required proximity to serve the lots. Sewer is not available to the property and the developer has had soil work performed to allow the construction of three (3) bedroom houses on each of the new lots served by subsurface sewage disposal (septic) systems as approved by TDEC. There is sufficient right-of-way so no further dedication is required for future road improvements. There are no natural geographic constraints on the property, such as sinkholes, wetlands or special flood hazard areas.

Recommendation: Conditional approval of the final plat as submitted, subject to additions and corrections as requested by the Planning Department and/or other appropriate city departments.

Daniel Odom asked if there are any sewer lines to tie onto the property.

Jon Ward responded there are 8-inch pressure sewer lines but is it not designed to be added on to. Since it's a pressurized line and would require a system shutdown in order to tie onto it and Water Quality is not approving any access to that line for domestic service.

Daniel Odom made the motion to approve the request recommended by staff. Kay Starkweather seconded the motion and the motion carried unanimously. **CONDITIONAL APPROVAL.**

STUDY ITEMS:

- (1) Consider for study the preliminary plat of Prescott Heights Division, seven lots located at West Cemetery Road and White Road. Request submitted by Fowler & Sons Construction, LLC.
- (2) Consider for study amendments to the Cookeville Municipal Code, Title 15, "Motor Vehicles, Traffic and Parking", inserting a new Chapter 9, "Residential Parking Districts". Request submitted by Susan Vandergriff.

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

STAFF REPORTS:

- (1) Minor plats approved & recorded:
 - Dealmakers Property Combination Plat, one (1) lot located at North Washington Avenue & East Jere Whitson Road – Dealmakers (Larry Burgess & David Burnett)
 - TTU/State of TN Combination Plat, one (1) lot located at South Willow Avenue & West 7th Street – TTU/State of TN
 - Highlands Residential Services Division – one (1) lot located at Buffalo Valley Road – Highlands Residential Services
 - Dickerson-Rogers Lots 8-16 Combination Plat, one (1) lot located at S. Willow Ave – Phil Martin
 - Copeland Veterinary Clinic Lot Line Revision, two (2) lots located at E. 10th St & Brown Ave – Dr. John Copeland

ADJOURNMENT: 6:06P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

HALEY DICKSON
PLANNING ASSISTANT

JIM STAFNE, CHAIRMAN
COOKEVILLE PLANNING
COMMISSION