Board of Zoning Appeals Meeting Agenda

October 26, 2026 at 5:30 PM

Jefferson City Municipal Building

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1. **Call to Order**
2. **Approval of Minutes from Previous Meetings**
   a. Minutes from July 27 2026 Meeting
3. **Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)**
4. **Old Business**
5. **New Business**
   a. Eva Larrieu / Springwell Foundation - Seeking Approval for an at home daycare facility in the R-1 (Single Family Residential District) Zone - Located Off Russell Ave. and W. Nelson St.
6. **Other Items for Discussion**
7. **Adjourn**

Minutes

Jefferson City Board of Zoning Appeals

July 27th, 2026

5:30 P.M.

Members' Present

Spencer Gatlin, Chair

Mitch Cain, Mayor

Kevin Bunch, Vice Mayor

Scott McMinn

Jeff Chitwood, Secretary

Kyle Cutshaw

Others Present

Jeff Houston, Building Official

Will Kurtz, Codes Enforcement

Jordan Rockwell, ETDD Planner

James Gallup, City Manager

Mark Brown, Standard Banner

Chairman Gatlin called the meeting to order at 5:42 P.M. Motion by Mr. Cutshaw, second by Vice Mayor Bunch to approve March 23rd, 2026, BZA minutes (unanimous).

Citizens Comments

None.

Old Business - None

New Business

Jorge and Joanitza Aparicio - Conditional Use Permit/Special Exception to allow the use of a single wide trailer/construction office as a storage building in an R-2 Zone - Located Off Old A.J. Highway

Primary discussion focused on the type and use of the structure. Mr. Aparicio stated the trailer was a construction office trailer, which he planned to use to store tools and as an escape from the weather while he was working on the property. Mr. Aparicio went on to explain that the location of the trailer was very hard to see from Old A.J. Highway and plans to improve the appearance of the trailer while development occurred on the parcel. The discussion shifted to allowing the conditional use for a limited amount of time while the parcel was developed. A motion to grant conditional use for a 12-month period which expires after 12 months was made by Mr. McMinn. Vice Mayor Bunch expressed his concern with the precedence of allowing this use may set as the trailer was moved in on wheels and would certainly be seen as a mobile home. Mayor Cain also expressed his concern with the precedence allowing this use could create. Mr. McMinns' motion was seconded by Mr. Chitwood. Chairman Gatlin called for a roll call vote. Mr. Cutshaw – Yes, Mr. Chitwood – Yes, Vice Mayor Bunch – No, Mayor Cain – No, Mr. McMinn – Yes, Chairman Gatlin – Yes. The motion passed.

Mitchel Peterson and Kevin Lamb - Seeking a Conditional Use/Special Exception to perform an alteration turning a Current Office Space into an R-1 Residential Occupancy in the B-3 Zone - Located off Highway 11-E

Primary Discussion centered on the previous use and the allowed uses in the B-3 zone. The structure was last used as an office space for a construction company but was originally constructed as a residential home. Mr. Peterson explained he planned on using some of the structure as an office but wanted to also use it as his primary single-family residence. Although the use as a single-family residence is not an allowed use in the B-3 Zone, the unique construction of the structure originally being a residential home along with the fact that the structure would act as a multi-use structure with some office space. A motion to grant a variance to allow for the single-family with office use was made by Vice Mayor Bunch and a second by Mr. McMinn. The variance was granted unanimously.

Miscellaneous

None.

Adjourn

Having no further business, the meeting was adjourned at 6:45 P.M.

PAID OCT 12 2026 PAID Cash
BY: MA

Jefferson City Tennessee

Application to Appear - Planning Commission / Board of Zoning Appeals / Historic Planning Commission

Application to Appear – Meeting Date 10/26/2026

Date of Application 10/13/2026

Name & Phone Number Spring-Well Foundation (Eva Larrieu)

☐ Planning Commission - $10.00 Fee

☑ Board of Zoning Appeals - $10.00 Fee

☐ Historic Planning Commission - $25.00 Fee

Describe your request and attach documents :

I request use approval of 2025 Russell, Jefferson City TN. 37760, as a childcare service. The above mentioned adress is my residence.

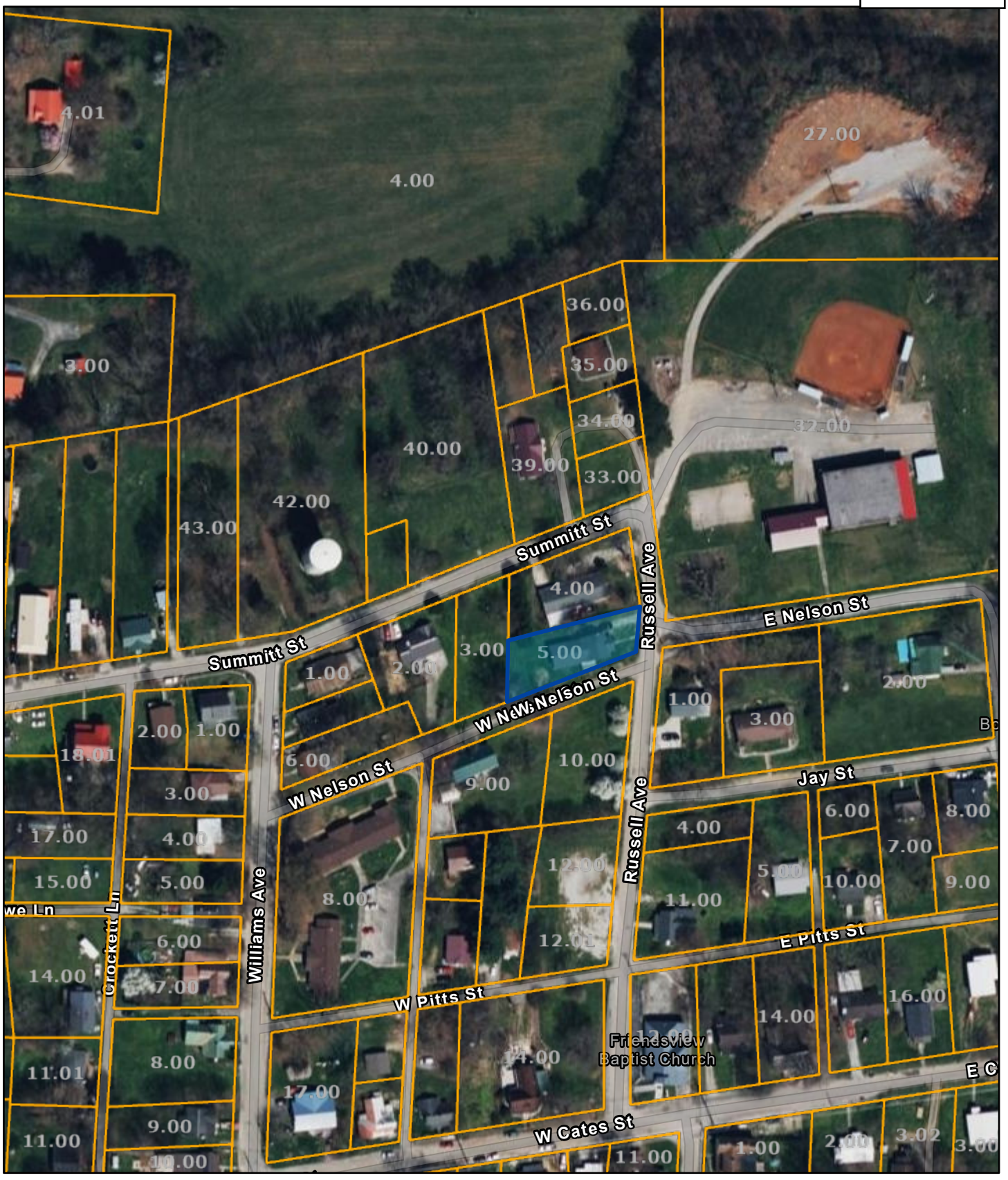
Sign and submit this form with your fee to the Jefferson City Building Official at City Hall in Jefferson City.

Eva Larrieu Eva Larrieu

Applicant Signature

Those interested in subdividing property , developing property, or changing the zoning of a property within the Jefferson City Limit or the Jefferson City Growth Boundary must appear before the Planning Commission, the Board of Zoning Appeals or the Historic Planning

Jefferson County - Parcel: 014L D 005.00



Date: October 15, 2026

County: JEFFERSON
Owner: CHATMAN EVA LARRIE
Address: RUSSELL AVE N 2025
Parcel ID: 014L D 005.00
Deeded Acreage: 0
Calculated Acreage: 0
Vexcel Imagery Date: 2021

1:2,257

0 0.01 0.03 0.06 mi

0 0.02 0.04 0.09 km

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, State of Tennessee, Comptroller of the Treasury, Office of Local Government (OLG)

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.


R-2
N SIZER AV
R-1
SUMMIT ST
E NELSON ST
W NELSON ST
JAY ST
SCHOOL ST
LOWE LN
E PITTS ST