

Regional Planning Commission Agenda

July 28, 2025 at 5:30 PM
Jefferson City Municipal Building

- 1. Call to Order
- 2. Approval of Minutes from Previous Meetings
 - a. Minutes from 06 23 2025 Meeting
- 3. Citizen Comments (Citizens should state their name, address, and limit comments to five minutes.)
- 4. Old Business
 - <u>a.</u> Jeff Houston Preliminary Plat Approval for McQueen Subdivision Cannon's Crossing Located off Old A.J. Highway and Black Oak Rd.
- 5. New Business
 - <u>a.</u> Billy Knight 3 Separate Plat Review/ Approvals Located off Fate Rankin Rd. in Growth Boundary
- 6. Other Items for Discussion
- 7. Adjourn

Minutes

Jefferson City Regional Planning Commission

June 23rd, 2025

5:30 P.M.

Members' Present

Spencer Gatlin, Chairman

Jeff Chitwood, Secretary

Mitch Cain, Mayor

Kevin Bunch

Bill Newman

Others Present

Jeff Houston, Building Official

Will Kurtz, Codes Enforcement Officer

Shiela Purkey, Councilwoman

Ailene Combs, Councilwoman

James Gallup, City Manager

Ekem Amonoo-Lartsen, ETDD Planner

Matt McQueen

Chairman Gatlin called the meeting to order at 5:31 P.M. Motion by Mr. Chitwood, second by Mr. Newman to approve May 19th, 2025, Regional Planning Commission minutes. Approved unanimously.

Citizens Comments

None.

Old Business

None.

New Business

Frank Leonard - Review of Plan of Services for proposed annexation - Located off Crooke Rd.

After a brief discussion on the Plan of Services the commission found the Plan of Services to be acceptable. The Plan of Services was approved unanimously on a motion by Mr. Chitwood and a second by Mr. Bunch.

<u>Paul Tambe - Seeking Approval for Plan Alteration on Building Arrangement - Located in the Cherokee Bay Development</u>

Mr. Houston Explained that the approved plans throughout the development process to this point has had some deviations from the plans and the concern is the Final Plat would not closely mirror the preliminary plat as required. Another concern is that when the engineered stamped approved plans are altered or not adhered to, could not be relied upon for safety and compliance with all applicable building codes or stormwater requirements. Mr. Tambe explained the need to alter dwelling locations and sometimes reduce a 4-unit condominium down to 3-4 individual dwelling units based on client needs. Mr. Amonoo-Lartsen explained this deviation is permissible if an engineered approved and stamped letter stating the alteration does not interfere with compliance is provided before the deviation. After a brief discussion on the amount of time these letters would take and the difficulty this could create for the developer, the need for safety and compliance was strongly reenforced. Mr. Tambe's request for the ability to deviate from the approved plans was approved unanimously contingent upon receiving an engineered stamped letter, approving the alteration for each deviation from the approved plans on a motion by Mayor Cain and a second by Mr. Newman.

<u>Chris Sharp - Preliminary Plan Review/ Approval for 61-Lot Subdivision - Located Off Black</u> <u>Oak Rd. and Old A.J. Highway</u>

The item was represented by Mr. McQueen. It was pointed out that there were a couple minor issues with the plans. The T-Turnarounds did not meet the length requirement of the 40-foot length requirement from the centerline and were only 22-foot from the centerline. The houses located on Black Oak Rd. had driveways that would require them to back out onto the primary roadway. The commission was also concerned with the increased traffic and wanted to know if this plan had TDOTs approval. The Plans meet all other subdivision regulations and zoning requirements. After a brief discussion a Motion to approve contingent upon TDOTs approval,

Lengthening the T-Turnarounds to 40-foot from the centerline, and altering the driveways off Black Oak Rd. to prevent backing onto the roadway was made by Mr. Chitwood, seconded by Mr. Bunch. The item was approved unanimously with contingencies.

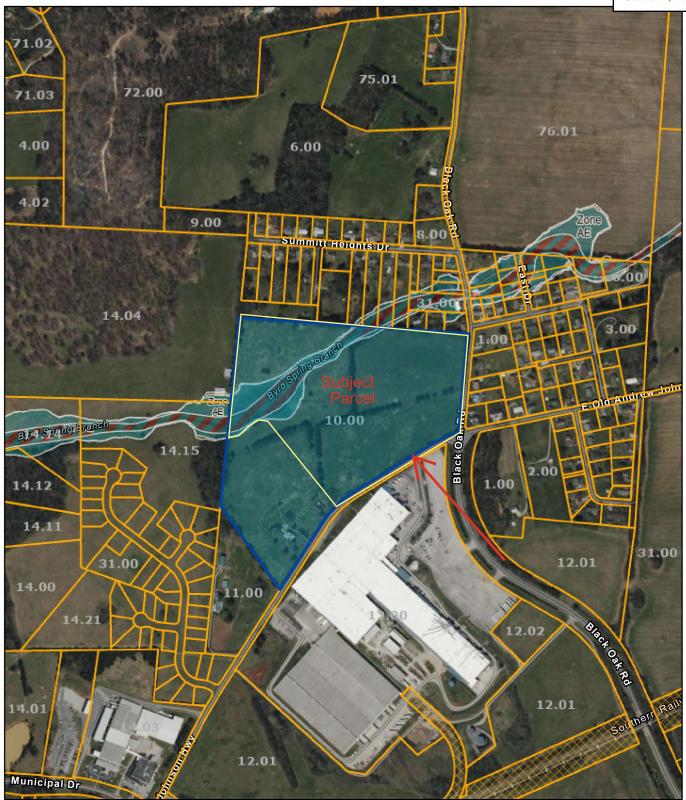
Stephanie Rustin - Review/ Consideration of County Resolution 2025-14 - A resolution to reflect certain prohibited uses and permitted uses in the A-1, R-1, R-2, RR and C-2 zoning Districts.

After a brief discussion about how this County Resolution would affect Jefferson City and its growth boundary. It was determined if an annexation for an RV Park or Resort were requested, then the zoning of the property would be Jefferson Cities discretion. Mayor Cain asked Mr. Houston if he would review Jefferson City's current zoning ordinance and where RV parks and resorts are allowed and if needed, possibly amend the ordinance to both protect citizens from single unkept RV locations but allow for a planned RV park/resort in areas most likely to be a desirable location. Determining that ultimately the County Resolution would not directly affect Jefferson City, County Resolution 2025-14 was approved unanimously, on a motion by Mayor Cain and a second by Mr. Bunch.

Other Items for Discussion

<u>Adjourn</u>

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

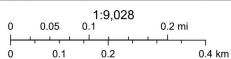


Date: June 10, 2025

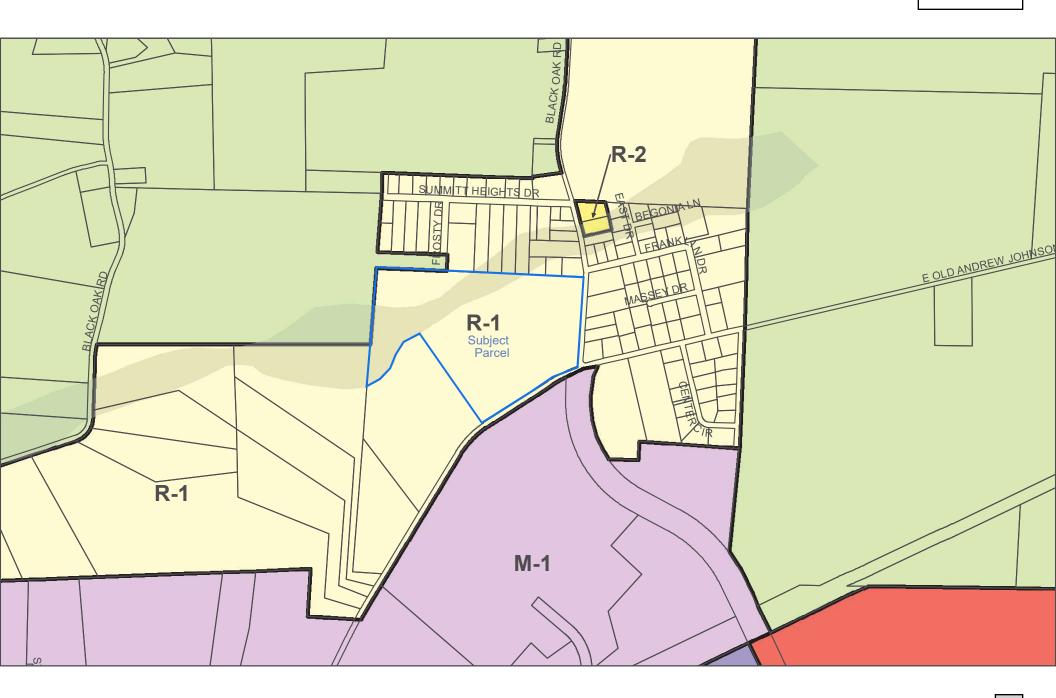
County: JEFFERSON

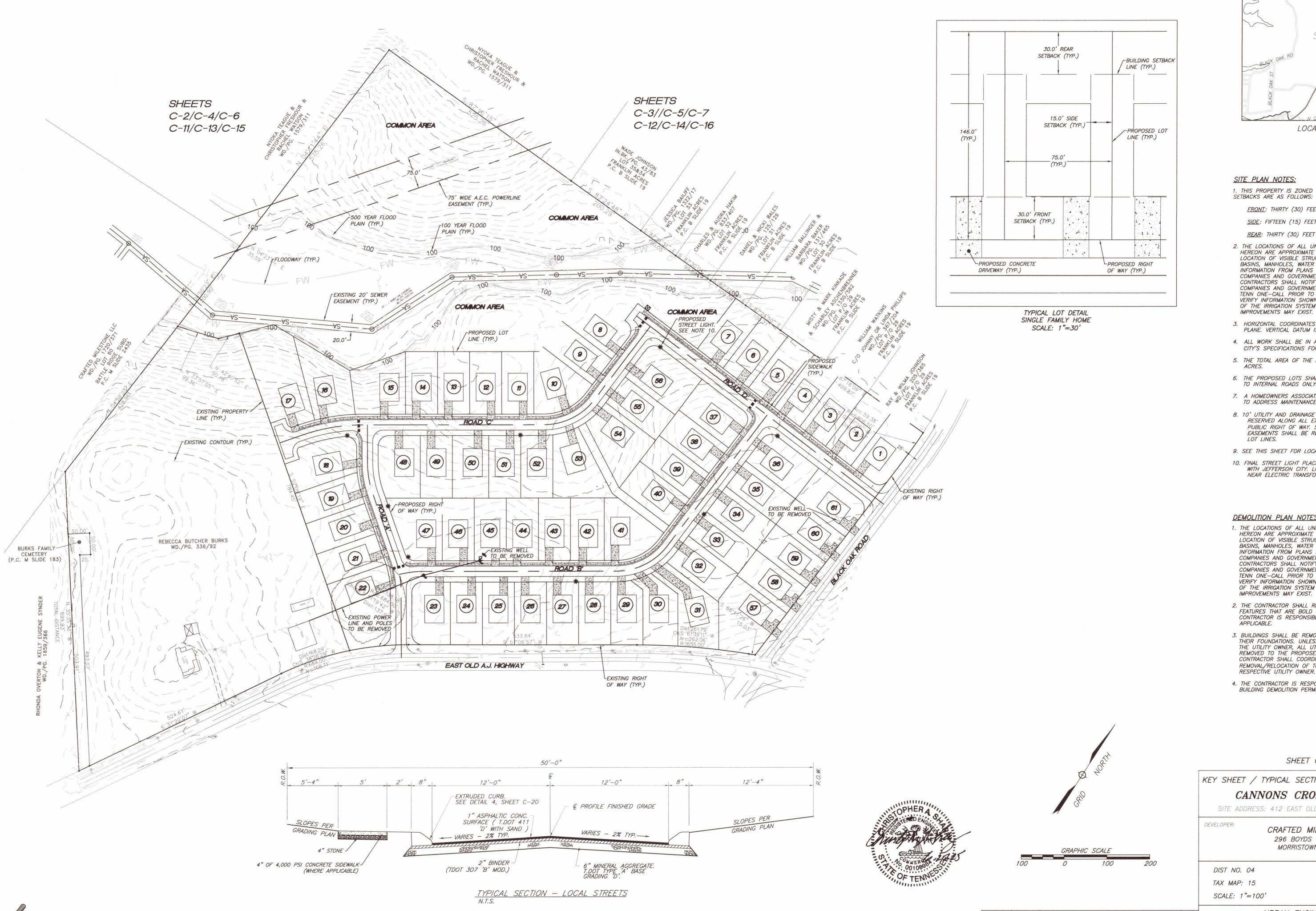
Owner: BURKS REBECCA BUTCHER

Address: OLD A J HWY E 412 Parcel ID: 015 010.00 Deeded Acreage: 44.3 Calculated Acreage: 0 Vexcel Imagery Date: 2023



State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS





LIBERTY RD LOCATION MAP

SITE PLAN NOTES:

1. THIS PROPERTY IS ZONED 'R-1'. REQUIRED BUILDING SETBACKS ARE AS FOLLOWS:

FRONT: THIRTY (30) FEET

SIDE: FIFTEEN (15) FEET

REAR: THIRTY (30) FEET

2. THE LOCATIONS OF ALL UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED ON FIELD LOCATION OF VISIBLE STRUCTURES SUCH AS CATCH BASINS, MANHOLES, WATER VALVES, ETC., AND COMPILING INFORMATION FROM PLANS SUPPLIED BY VARIOUS UTILITY COMPANIES AND GOVERNMENT AGENCIES. THE CONTRACTORS SHALL NOTIFY IN WRITING ALL UTILITY COMPANIES AND GOVERNMENT AGENCIES AND ALSO CALL TENN ONE-CALL PRIOR TO ANY EXCAVATION WORK, TO VERIFY INFORMATION SHOWN AND DETERMINE THE LAYOUT OF THE IRRIGATION SYSTEM AND IF ADDITIONAL

- 3. HORIZONTAL COORDINATES ARE TENNESSEE STATE PLANE. VERTICAL DATUM IS NAVD88.
- 4. ALL WORK SHALL BE IN ACCORDANCE WITH JEFFERSON CITY'S SPECIFICATIONS FOR SITE DEVELOPMENT.
- 5. THE TOTAL AREA OF THE DEVELOPMENT IS 32.477± ACRES.
- 6. THE PROPOSED LOTS SHALL HAVE VEHICULAR ACCESS TO INTERNAL ROADS ONLY.
- 7. A HOMEOWNERS ASSOCIATION SHALL BE ESTABLISHED TO ADDRESS MAINTENANCE OF THE COMMON AREAS.
- 8. 10' UTILITY AND DRAINAGE EASEMENTS SHALL BE RESERVED ALONG ALL EXTERIOR BOUNDARY LINES AND PUBLIC RIGHT OF WAY. 5' UTILITY AND DRAINAGE EASEMENTS SHALL BE RESERVED ALONG ALL INTERIOR LOT LINES.
- 9. SEE THIS SHEET FOR LOCAL STREETS TYPICAL SECTION.
- 10. FINAL STREET LIGHT PLACEMENT TO BE COORDINATED WITH JEFFERSON CITY. LIGHTS TO BE PLACED AT OR NEAR ELECTRIC TRANSFORMER LOCATIONS.

DEMOLITION PLAN NOTES:

- 1. THE LOCATIONS OF ALL UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED ON FIELD LOCATION OF VISIBLE STRUCTURES SUCH AS CATCH BASINS, MANHOLES, WATER VALVES, ETC., AND COMPILING INFORMATION FROM PLANS SUPPLIED BY VARIOUS UTILITY COMPANIES AND GOVERNMENT AGENCIES. THE CONTRACTORS SHALL NOTIFY IN WRITING ALL UTILITY COMPANIES AND GOVERNMENT AGENCIES AND ALSO CALL TENN ONE-CALL PRIOR TO ANY EXCAVATION WORK, TO VERIFY INFORMATION SHOWN AND DETERMINE THE LAYOUT OF THE IRRIGATION SYSTEM AND IF ADDITIONAL IMPROVEMENTS MAY EXIST.
- 2. THE CONTRACTOR SHALL REMOVE AND DISPOSE OF ALL FEATURES THAT ARE BOLD ON THIS SHEET. THE CONTRACTOR IS RESPONSIBLE FOR DISPOSAL FEES IF APPLICABLE.
- 3. BUILDINGS SHALL BE REMOVED TO THE BOTTOMS OF THEIR FOUNDATIONS. UNLESS OTHERWISE DIRECTED BY THE UTILITY OWNER, ALL UTILITY SERVICES SHALL BE REMOVED TO THE PROPOSED RIGHT OF WAY LINE. THE CONTRACTOR SHALL COORDINATE THE REMOVAL/RELOCATION OF THE SERVICE LINES WITH THE RESPECTIVE UTILITY OWNER.
- 4. THE CONTRACTOR IS RESPONSIBLE FOR ATTAINING BUILDING DEMOLITION PERMITS, IF REQUIRED.

SHEET C-1

KEY SHEET / TYPICAL SECTION / DEMOLITION PLAN

CANNONS CROSSING S/D

SITE ADDRESS: 412 EAST OLD A.J. HIGHWAY (37760)

CRAFTED MILESTONE, LLC 296 BOYDS SCHOOL ROAD

MORRISTOWN, TN 37813

TAX MAP: 15

JEFFERSON CITY, TN PARCEL: 10.00

URBAN ENGINEERING, INC. (865) 966-1924

DWN: CLM

CAS

CAS

GENERAL REVISIONS

GENERAL REVISIONS

GENERAL REVISIONS

DESCRIPTION

6/27/25

6/20/25

6/19/25

REVISION DATE

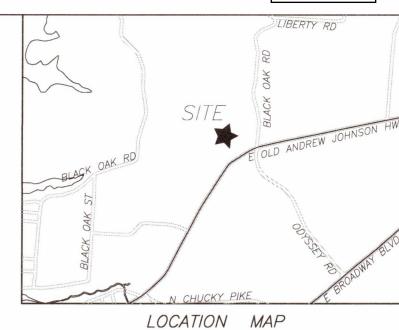
REFERENCE:

DEED BOOK: 363, PAGE: 92

10330 HARDIN VALLEY RD, #201 KNOXVILLE, TENNESSEE 37932 CHK: CAS DWG. NO. 2505010

JUNE 4, 2025





SITE PLAN NOTES:

1. THIS PROPERTY IS ZONED 'R-1'. REQUIRED BUILDING SETBACKS ARE AS FOLLOWS:

FRONT: THIRTY (30) FEET

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REAR: THIRTY (30) FEET

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COMPANIES AND GOVERNMENT AGENCIES AND ALSO CALL

TENN ONE-CALL PRIOR TO ANY EXCAVATION WORK, TO VERIFY INFORMATION SHOWN AND DETERMINE THE LAYOUT

OF THE IRRIGATION SYSTEM AND IF ADDITIONAL IMPROVEMENTS MAY EXIST.

3. HORIZONTAL COORDINATES ARE TENNESSEE STATE

PLANE. VERTICAL DATUM IS NAVD88.

- 4. ALL WORK SHALL BE IN ACCORDANCE WITH JEFFERSON
- CITY'S SPECIFICATIONS FOR SITE DEVELOPMENT. 5. THE TOTAL AREA OF THE DEVELOPMENT IS 32.477±
- ACRES.
- 6. THE PROPOSED LOTS SHALL HAVE VEHICULAR ACCESS TO INTERNAL ROADS ONLY.
- 7. A HOMEOWNERS ASSOCIATION SHALL BE ESTABLISHED TO ADDRESS MAINTENANCE OF THE COMMON AREAS.
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- 9. SEE SHEET C-1 FOR LOCAL STREETS TYPICAL SECTION.

REFERENCE: DEED BOOK: 363, PAGE: 92





6/20/25

REVISION DATE

SHEET C-2

SITE PLAN

CANNONS CROSSING S/D

SITE ADDRESS: 412 EAST OLD A.J. HIGHWAY (37760)

CRAFTED MILESTONE, LLC 296 BOYDS SCHOOL ROAD MORRISTOWN, TN 37813

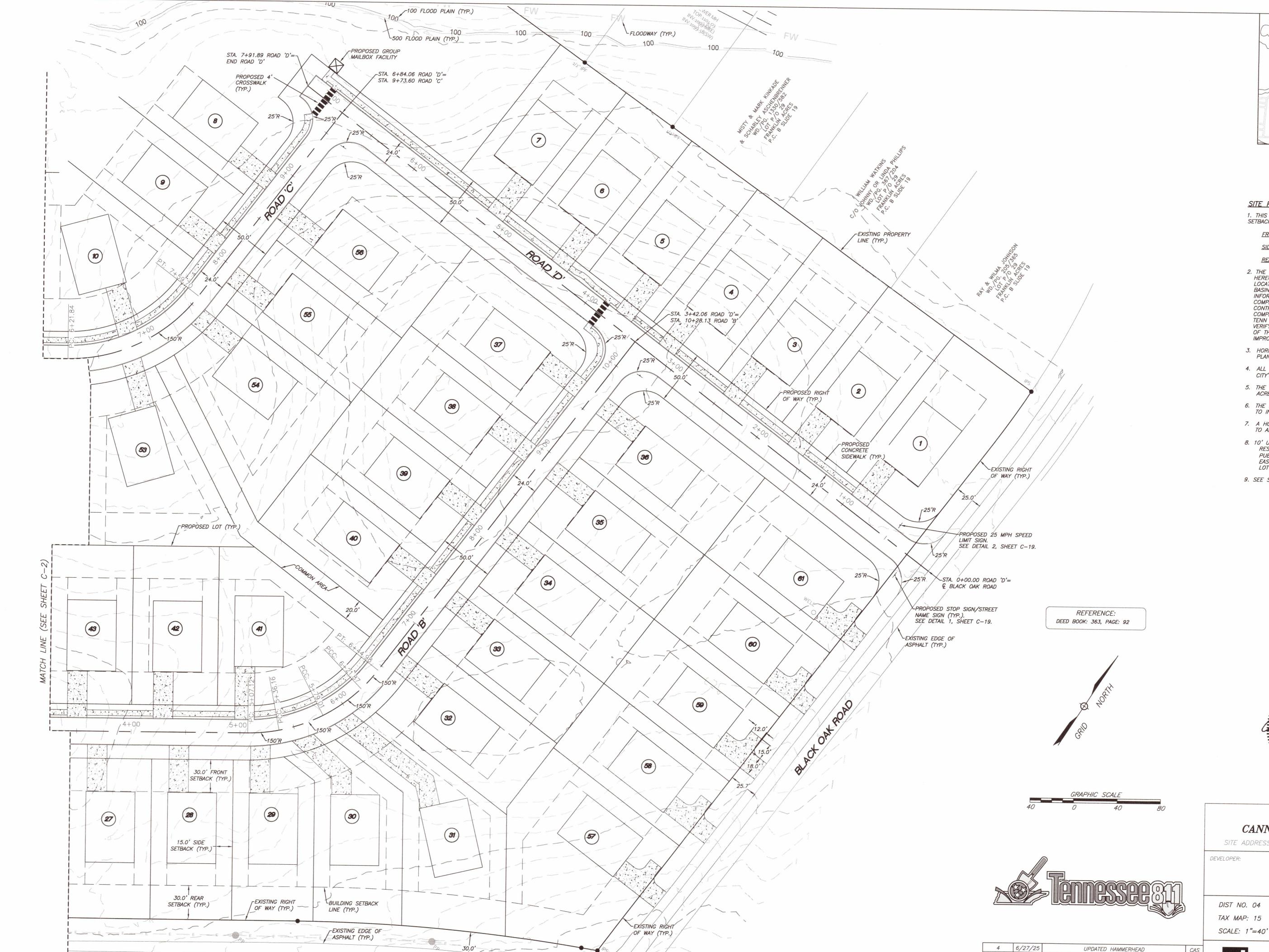
DIST NO. 04 TAX MAP: 15

JEFFERSON CITY, TN PARCEL: 10.00 JUNE 4, 2025

SCALE: 1"=40'

URBAN ENGINEERING, INC. 10330 HARDIN VALLEY RD, #201 KNOXVILLE, TENNESSEE 37932 (865) 966-1924 CHK: CAS DWG. NO. 2505010

E GENERAL REVISIONS DWN: CLM **DESCRIPTION**



EAST OLD A.J. HIGHWAY

()

LOCATION MAP

SITE PLAN NOTES:

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- 9. SEE SHEET C-1 FOR LOCAL STREETS TYPICAL SECTION.



SHEET C-3

SITE PLAN

CANNONS CROSSING S/D

SITE ADDRESS: 412 EAST OLD A.J. HIGHWAY (37760)

DEVELOPER:

CRAFTED MILESTONE, LLC 296 BOYDS SCHOOL ROAD MORRISTOWN, TN 37813

DIST NO. 04 TAX MAP: 15

JEFFERSON CITY, TN PARCEL: 10.00 JUNE 4, 2025

E

DWN: CLM

CAS

BY

UPDATED HAMMERHEAD

MODIFIED BLACK OAK DRIVEWAYS

GENERAL REVISIONS

GENERAL REVISIONS DESCRIPTION

3 6/24/25

2 6/20/25

1 6/19/25 REVISION DATE

URBAN ENGINEERING, INC. 10330 HARDIN VALLEY RD, #201 KNOXVILLE, TENNESSEE 37932 (865) 966-1924

CHK: CAS DWG. NO. 2505010

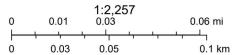




Date: July 20, 2025

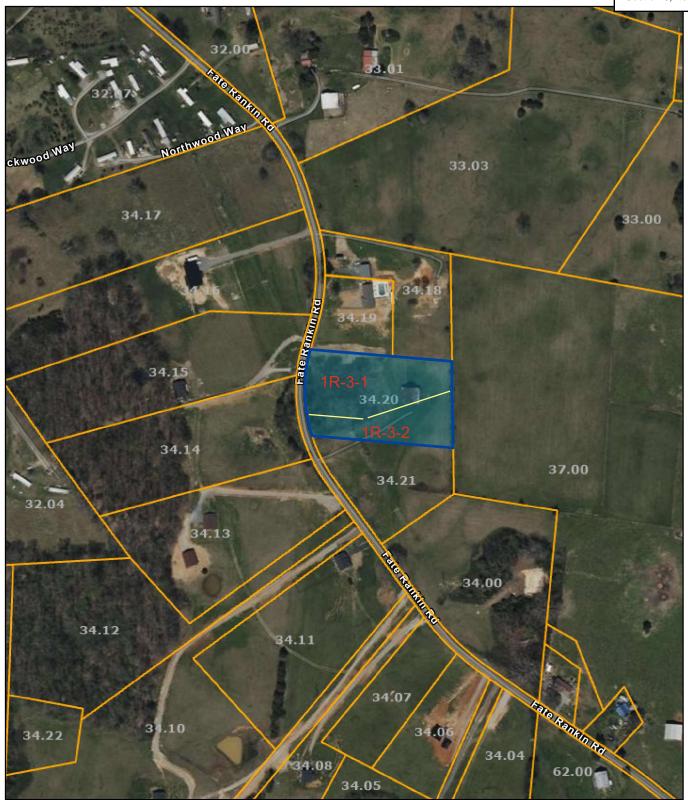
County: JEFFERSON Owner: FLORES MARTIN Address: FATE RANKIN RD 1126

Parcel ID: 024 034.00 Deeded Acreage: 5.42 Calculated Acreage: 0 Vexcel Imagery Date: 2023



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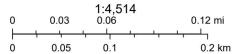




Date: July 20, 2025

County: JEFFERSON Owner: FLORES MARTIN Address: FATE RANKIN RD 1140

Parcel ID: 024 034.20 Deeded Acreage: 3.21 Calculated Acreage: 0 Vexcel Imagery Date: 2023



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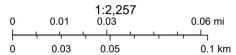




Date: July 20, 2025

County: JEFFERSON Owner: FLORES MARTIN Address: FATE RANKIN RD 1160

Parcel ID: 024 034.21 Deeded Acreage: 2.27 Calculated Acreage: 0 Vexcel Imagery Date: 2023

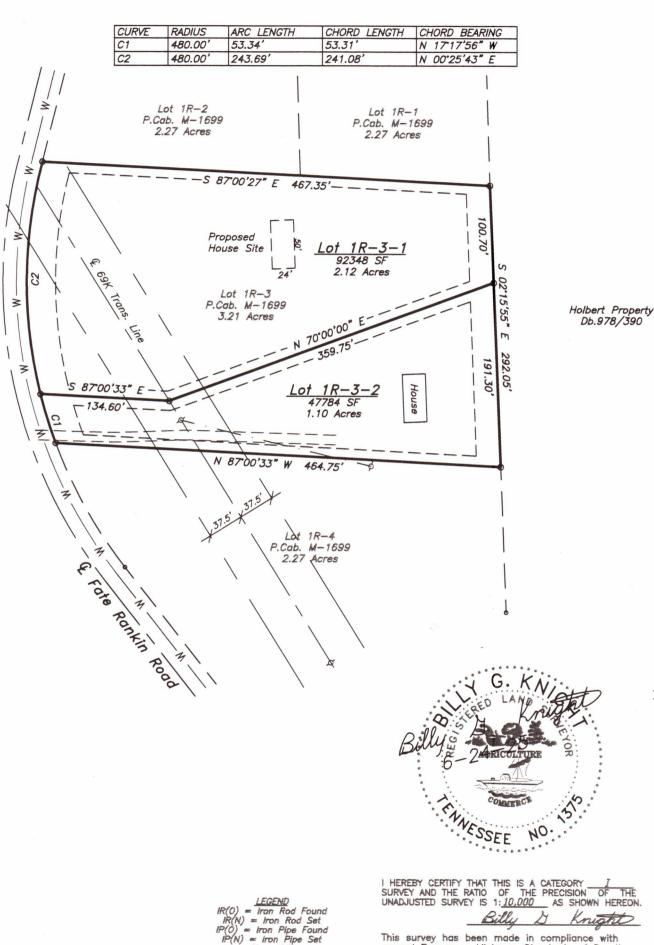


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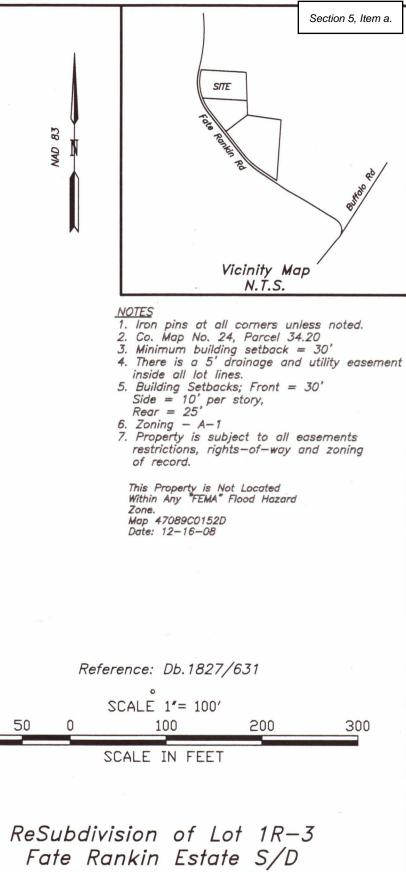
CERTIFICATE OF OWNERSHIP I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building setback lines, and dedicate all streets, rights-of-way, walks and easements to public use, and parks and other open spaces to public or private use as noted. CERTIFICATE OF ACCURACY I hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by the JEFFERSON CITY PLANNING COMMISSION and that the monuments have been placed as shown hereon to the specifications of the subdivision regulations. June 24 Date CERTIFICATE OF APPROVAL OF WATER SYSTEMS This is to certify that the existing water system fully meet the requirements of the Tennessee State Health Department, and is hereby approved as shown. Authorized Representative CERTIFICATE OF APPROVAL OF STREET NAMES AND PROPERTY NUMBERS (E-911) This is to certify that (1) the names of existing pupilic streets/roads shown on this subdivision plat are correct: (2) the names of any new roads, whether public or private, do not duplicate any existing names; and (3) the property numbers of the lots shown on this plat are in conformance with the E-911 System. Authorized Representative CERTIFICATION OF APPROVAL FOR RECORDING I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision standards for the Jefferson City Planning Commission, with the exception of such variances, if any, as are noted in the minutes of the planning commission, and that it has been approved for recording in the offices of the county register. Dote Secretary, Jefferson City Planning Commission CERTIFICATION BY HEALTH DEPARTMENT *Approval is hereby granted for lots____ defined as____ County, Tennessee, as being suitable for sub-surface sewage disposal (SSD) with the limited or attached Prior to any construction of a structure, mobile or permanent, the plans for the exact house/structure location must be approved and SSD system permit issued by the Division of Ground Water Protection. Water taps, water lines, underground utilities and driveways should be located at the side property lines unless otherwise noted. Any cutting, filling or alterations of the soil conditions may void this approval."

Environmental Specialist

Division of Ground Water Protection



N = Nail



Plat Cab. M-1699

District No. Four - Jefferson County, Tenn. Date: 6-24-2025 Scale: 1" = 100'By: Billy G. Knight RLS PO Box 13 White Pine, Tn. 37890 Ph. 865-368-0384

100

This survey has been made in compliance with current Tennessee Minimum Standards of Praction

Section 5, Item a.

CERTIFICATE OF OWNERSHIP I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building setback lines, and dedicate all streets, rights-of-way, walks and easements to public use, and parks and other open spaces to public or private use as noted. Date CERTIFICATE OF ACCURACY hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by the JEFFERSON CITY PLANNING COMMISSION and that the monuments have been placed as shown hereon to the specifications of the subdivision regulations. June 24

CERTIFICATE OF APPROVAL OF WATER SYSTEMS

Date

This is to certify that the existing water system fully meet the requirements of the Tennessee State Health Department, and is hereby approved as shown.

2025 Authorized Representative

CERTIFICATE OF APPROVAL OF STREET NAMES AND PROPERTY NUMBERS (E-911)

This is to certify that (1) the names of existing pupilic streets/roads shown on this subdivision plat are correct: (2) the names of any new roads, whether public or private, do not duplicate any existing names; and (3) the property numbers of the lots shown on this plat are in conformance with the E-911 System.

Authorized Representative

CERTIFICATION OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown hereon has been found to comply with the subdivision standards for the Jefferson City Planning Commission, with the exception of such variances, if any, as are noted in the minutes of the planning commission, and that it has been approved for recording in the offices of the county register.

Secretary, Jefferson City

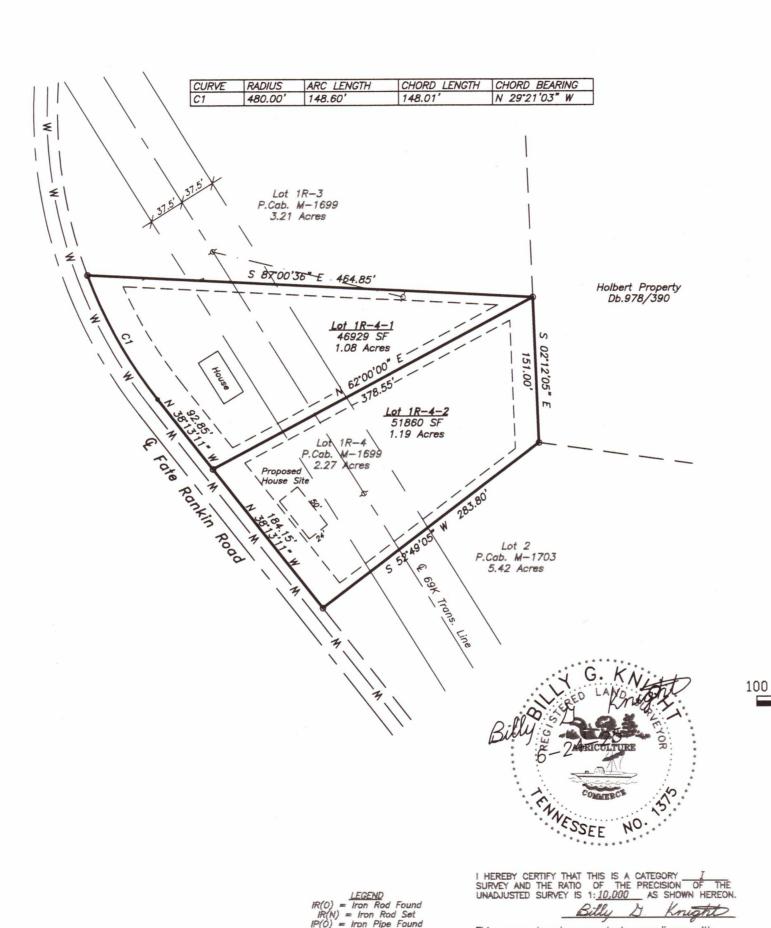
CERTIFICATION BY HEALTH DEPARTMENT "Approval is hereby granted for lots_

County, Tennessee, as being suitable for sub-surface sewage disposal (SSD) with the limited or attached

restrictions. Prior to any construction of a structure, mobile or permanent, the plans for the exact house/structure location must be approved and SSD system permit issued by the Division of Ground Water Protection. Water taps, water lines, under-

ground utilities and driveways should be located at the side property lines unless otherwise noted. Any cutting, filling or alterations of the soil conditions may void this approval."

> Environmental Specialist Division of Ground Water Protection



N = Nail

N & C = Nail & Cap

This survey has been made in compliance with current Tennessee Minimum Standards of Practice.

Section 5, Item a. SITE Vicinity Map N.T.S.

83

NAD

- 1. Iron pins at all corners unless noted.
- 2. Co. Map No. 24, Parcel 34.21
- 3. Minimum building setback = 30'
- 4. There is a 5' drainage and utility easement inside all lot lines.
- 5. Building Setbacks; Front = 30' Side = 10' per story, Rear = 25'
- 6. Zoning A-1
- 7. Property is subject to all easements restrictions, rights-of-way and zoning of record.

This Property is Not Located Within Any "FEMA" Flood Hazard Zone. Map 47089C0152D Date: 12-16-08

Reference: Db.1827/628

SCALE 1"= 100' 50

200 100

SCALE IN FEET

ReSubdivision of Lot 1R-4 Fate Rankin Estate S/D Plat Cab. M-1699

District No. Four - Jefferson County, Tenn. Date: 6-24-2025 Scale: 1" = 100'By: Billy G. Knight RLS PO Box 13 White Pine, Tn. 37890 Ph. 865-368-0384

300