

Cookeville Municipal Planning Commission Agenda
January 26, 2025
5:30 P.M.

Election of Officers

Action Items:

- (1) Consider for approval the agenda as submitted.
- (2) Consider for approval the minutes of December 22nd, 2025.
- (3) Consent Agenda:
 - a. Consider the six (6) month extension of the preliminary plat for Turnberry Subdivision, 61 lots located on Hawkins Crawford Road (Tax Map 064, a portion of Parcel 018.08). Request submitted by Capital Communities, LLC.
- (4) Consider for action the final plat of Roy and Beer Division, four (4) lots located on Mine Lick Creek Road & Taylor Road (Tax Map 065, Parcels 079.00 & 079.01). Request submitted by Frances B. Roy & Dana Beer.
- (5) Consider for action the 2025 Annual Report & Program Design. Request submitted by Staff.
- (6) Consider for action amendments to the Official Street Map. Request submitted by Staff.

Study Items:

- (1) Consider for study rezoning property located at 69 Messenger Road (Tax Map 083, Parcel 080.18) from RS-10, "Single-Family Residential" to CG, "General Commercial." Request submitted by Ken Stone, on behalf of Preferred Properties.
- (2) Consider for study rezoning property located on Boyd Farris Road (Tax Map 083, Parcel 057.00) from CI, "Commercial-Industrial Mixed-Use" and RS-20, "Single-Family Residential) to RS-5, "Single-Family Residential. Request submitted by Stefan Claar, on behalf of Brian Hartbarger.
- (3) Consider for study and schedule a Public Hearing for the February 23rd, 2026, Planning Commission Meeting, Review and recommendation on the proposed Dodson Branch Road Annexation Plan of Services. Request submitted by Staff.

December 22nd, 2025 Minutes

**Cookeville Planning Commission
Minutes
December 22nd, 2025**

The Cookeville Planning Commission met on Monday, December 22nd, 2025, at 5:30 p.m., in the Council Chambers, 45 E. Broad Street, Cookeville, Tennessee.

Members Present: Councilman Ali Bagci, Jim Cobb, Bob Faulhaber, Jason Fowler, Judy Jennings, Lauren Metts, Mallie Rogers. Kay Starkweather & Jim Woodford.

Members Absent: None.

Staff Members Present: Christopher Phillips, Haley Stevenson, & Jon Ward.

Staff Members Absent: Ken Young.

Others Present: Gary McCorkle, Seamus Lewis, Chad Gilbert, Matthew Bledsoe, Lee Bledsoe

Establishment of Quorum: Chairman Woodford announced that a quorum was present for the meeting.

Consider for Approval the Agenda as Submitted. Jim Cobb made the motion to approve the agenda as submitted. Councilman Bagci seconded the motion, and the motion carried unanimously. **Approved**

Consider for Approval the Minutes of November 24th, 2025. Kay Starkweather made the motion to approve the minutes of November 24th, 2025. Councilman Bagci seconded the motion, and the motion carried unanimously. **Approved**

Consider for action the final plat of River Ranch at Cookeville Phase I, 16 lots located on Mine Lick Creek Road (Tax Map 065, Parcel 005.00). Request submitted by Bailey Lane. Mr. Jon Ward stated that Mr. Bailey Lane has submitted for approval the final plat of River Ranch at Cookeville Phase I, a 16-lot single-family detached development located on Mine Lick Creek Road. A preliminary plat for the development consisting of 49 lots was approved at the April 2024 Planning Commission meeting. The development was previously known as the Bungalows at Cookeville.

Analysis: The subject property is identified as portion of Parcel 005.00 on Tax Map 065 and contains approximately 64.91 acres. Phase I of the development consists of approximately 13 acres. The property is zoned RS-20, "Single-Family Residential" as are all adjacent properties.

The submitted final plat depicts 16 single-family detached lots within Phase I of the overall development. A new public street identified as Citico Drive is depicted on the plat providing access to Mine Line Creek Road. The binder has been installed along the Phase I section of Citico Drive. The plat depicts five (5) foot sidewalks along Mine Lick Creek Road from the western property boundary to Citico Drive and along the western edge of Citico Drive. The Cookeville Water Quality Control Department has confirmed water has passed pressure testing. Sewer will be tested with the completion of the development or as determined by Water Quality Control. The Planning Division has requested that the distance from centerline be shown on Mine Lick Creek Road, as additional right-of-way may need to be dedicated. The Cookeville Energy Department has noted that no gas service was requested for the development, and that the streetlighting to be installed will be wooden poles. The existing TVA easement must be dimensioned correctly on the final plat. Public Works has requested that both proposed stormwater management features be shown on the final plat. The final plat depicts 24.6 feet from centerline along Mine Lick Creek Road. Collector streets require 60 feet of right-of-way. Right-of-way dedication of 5.4 feet would provide the adequate right-of-way. The development would be held harmless from the right-of-way dedication.

The Cookeville Fire Department has concerns with the depicted median along Citico Drive. During preliminary plat approval, comments were provided concerning the radius needed for firetrucks to turn around. Approval of the preliminary plat was granted with a condition of a divided median with 12-foot travel lanes. The split-median provided redundancy in access for the development. The divided median was proposed due to the length of the dead-end street and cul-de-sac to mitigate the requirement for providing additional ingress/egress for the development. The depicted median is shown as a grass median and the Cookeville Fire Chief notes that this may cause issues with the stabilization of the outriggers on fire trucks during an emergency. Now that the street has been constructed, the pavement section is approximately 32' in width and allows for stabilization and area to turn a fire truck around safely. Installing the median on the

street could create issues for the fire trucks. The Fire Department requests omitting the grass median. The developer also requests that the grass median be excluded, providing wide travel lanes to accommodate traffic and fire truck safety. In the opinion of the Planning Division, the wide street would provide more than sufficient ingress/egress for local street serving a residential subdivision development as previously contemplated with the grassed median concept. The developer has proposed including an eight (8) foot landscaped median for a length of 50-feet for aesthetics at the entrance to the new development.

The developer has also requested to guarantee the installation of curbs once the development/phase is complete to alleviate any curb destruction caused during the construction phase. Public Works has confirmed the amount for the guarantee from the developer.

A plat review meeting was held on December 9, 2025. All relevant city departments were present and provided comments on the final plat.

Recommendation: 90-day conditional approval of the final plat subject to the following:

- Show distance to Mine Lick Creek Road center line on the plat
- Developer must submit a two (2) year \$10,000.00 Warranty of Improvements to the Planning Division; guarantee shall be either by check or an irrevocable letter of credit drawn on a local bank
- Developer must submit a financial guarantee of \$39,000 for curb installation to the Planning Division; guarantee shall be for a minimum of one (1) year and shall be by check or an irrevocable letter of credit drawn on a local bank
- Submit \$42,000 payment for final street surfacing to the Planning Division
- Sidewalk in lieu of improvements guarantee in the amount of \$43,000 shall be submitted to the Planning Division; minimum term is one (1) year, and maximum term is five (5) years; guarantee shall be either by check or an irrevocable letter of credit drawn on a local bank
- Submit \$250 payment to Public Works for street signage
- Stormwater Maintenance Agreement note required on plat
- Contact Public Works for all inspections prior to installation
- Completion of corrections or additions to the plat as determined necessary by Planning and/or other appropriate city departments

Lauren Metts made the motion to approve the request recommended by staff. Councilman Bagci seconded the motion, and the motion was carried unanimously. **Conditional Approval**

Consider for action the final plat of Highbury Phase III, nine (9) lots located on Neal Street and East Veterans Drive (Tax Map 066, a portion of Parcel 032.09). Request submitted by Ironclad Highbury LLC. Mr. Jon Ward stated that Mr. Chad Gilbert, on behalf of Ironclad Highbury LLC., has submitted for approval the final plat of Highbury Subdivision Phase III, a nine (9) lot single-family attached development located on Neal Street. The final plat of Phase I was recorded in April 2024. The Phase II final plat was approved in September 2024. The overall development consists of 139 units.

Analysis: The subject property is identified as portion of Parcel 032.09 on Tax Map 066 and contains approximately 0.36 acres. The property is zoned CG, “General Commercial” as are the adjacent properties to the west, south, and east. The property is bordered by CR, “Regional Commercial” to the north.

The Phase III final plat depicts nine (9) single-family cluster townhomes. Phase III of the development depicts access to East Veterans Drive through a new private street named Meridan Street. The segment of Meridan Street included on the plat extends past the intersection of Belfair Street, the other private street in the development, that provides access Neal Street. An HOA was submitted and recorded for the overall development along with the Phase I final plat. Sidewalk installation along East Veterans Drive has been discussed with the Public Works Department. An in-lieu of fee will be accepted due to the storm water drainage and ditches along East Veterans Drive and may be accepted with a future phase of the development.

All relevant city departments have been provided the plat for comments for conditional approval of the final plat.

Recommendation: Conditional 90-Day approval of the final plat subject to the following:

- As-builts to be submitted to Water Quality Control prior to final plat signing
- In lieu of fee for sidewalk construction along East Veterans Drive to be determined by Public Works
- Completion of corrections and/or additions to the plat as determined necessary by Planning and/or other appropriate city departments.

Councilman Bagci made the motion to approve the request recommended by staff. Kay Starkweather seconded the motion, and the motion was carried unanimously. **Conditional Approval**

Consider for action rezoning property located on North Willow Avenue (Tax Map 040G-B-001.00) from RM-8 (Multi-Family Residential) to CL (Local Commercial). Request submitted by Greg Deweese. Mr. Jon Ward stated that Mr. Greg Deweese has submitted for approval a request to rezone a portion of property located on North Willow Avenue from RM-8, “Multi-Family Residential” to CL, “Local Commercial.”

Analysis: The subject property is identified as Parcel 001.00 on Tax Map 040G, Group B and contains approximately 0.37 acres. The portion of the property requested for rezoning, including rights-of-way, contains approximately 3,123 square feet or 0.07 acres. The property is currently split-zoned CL, “Local Commercial” and RM-8, “Multi-Family Residential.” The property is bordered by CL to the south and east, and by RM-8 to the west and north. The application notes the rezoning request is to allow for commercial development.

The RM-8 District is intended to provide a moderate-density multi-family, two-family, and single-family residential environment in areas where public sewer is available. The CL District is intended for small and moderate sized offices, personal and business services, and general retail businesses serving the general population of the city. The maximum square footage of individual developments is restricted and is determined by street classification.

An undeveloped portion of Park Street right-of-way was closed, abandoned, and declared as surplus property in April 2024. The petitioner submitted a request to close the portion of right-of-way and the adjacent property owner agreed to allowing the petitioner to purchase the closed portion in its entirety. Combining the undeveloped right-of-way with the subject parcel resulted in split zoning of the parcel. The request to rezone the RM-8 Zoned portion to CL will provide consistent zoning for the property.

The Future Land Use Plan designates the subject property as best suited for Local Commercial development. CL Zoning would comply with this designation.

Current GIS data shows no natural factor encumbrances or sinkhole retention areas on the subject property.

Recommendation: Approval of the rezoning request.

Jim Cobb made the motion to approve the request recommended by staff. Bob Faulhaber seconded the motion, and the motion was carried unanimously. **Approved**

Hold a public hearing and consider for action review and recommendation for annexation, and Plan of Services for the Dodson Branch Annexation Area. Request submitted by Staff. Mr. Jon Ward stated that at the May 2025 Planning Commission meeting, Planning Staff presented a request to review and recommend for annexation, and Plan of Services for the Dodson Branch Annexation Area. The Planning Commission recommended approval of the request. The City Council, through Resolution #R25-06-09, held public hearings on the annexation by referendum for the request. During discussions with City Council, more requests for property to be included in the annexation were submitted to the Planning Division. The Planning Division discussed the timing of the referendum with the Putnam County Election Commission and decided that holding the referendum with the May general primary election rather than holding a special

election was the more feasible and cost-effective route for the City. Resolution R25-11-17 directed the Planning Division to take the necessary steps to bring back consideration of an annexation referendum for the May 2026 election.

The Planning Division have revised the Plan of Services to include the total number of parcels presented for annexation and have corrected the Plan of Services to reflect the most accurate information as provided by all city departments providing public services.

Analysis: The revised Dodson Branch Road Area consists of 56 parcels consisting of 280.58 acres, including rights-of-way. The Planning Division initiated the study, including a total of 25 parcels consisting of 129.81 acres. City Departments were contacted and provided costs estimates to provide city services to the subject area. Upon receipt of these responses, it was determined that a larger area could be annexed without increasing costs significantly. The annexation area was expanded to include a total of 56 parcels.

The petitioner indicated the primary reason for requesting annexation is to bring sewer services to the area. The area is identified in the Cookeville 2030 Plan as being best suited for Rural Residential and Mixed-Density Residential uses. Zoning of this area will be initiated upon the annexation becoming effective.

A Referendum must be held for the proposed annexation due to the City initiating annexation for parcels that had not requested annexation by owner's consent. Only the qualified voters in the annexation area would vote and a simple majority would be required for annexation.

A Plan of Services for the area has been prepared as follows:

PLAN OF SERVICES
DODSON BRANCH ANNEXATION AREA

Introduction

The City of Cookeville has received a petition requesting annexation from an owner of a property within the Urban Growth Boundary. A territory has been identified to annex the property requested for annexation, including adjacent properties contiguous with the City Limits. The purpose of this document is to present a Plan of Services for the territory. For identification purposes the territory has been designated as the Dodson Branch Annexation Area. This document was prepared by the Cookeville Community Development Department – Planning Division with consultation with applicable city departments.

Description of Area

The original area considered for annexation extends north from the current Cookeville corporate limits running along with Dodson Branch Road. The area consisted of a total of approximately 129.81 acres of land. At the present time, the proposed annexation area can be generally characterized as residential development with some undeveloped areas. Topographically the area can be described as level to gently rolling. There are identified sinkholes located in the area.

The study area included 25 parcels in their entirety comprising a total of approximately 129.81 acres. Located on these 25 parcels of land are 24 occupied single-family residential housing units and 116 multi-family housing units. Using the 2020 Census estimate of 2.25 persons per household indicates that the area contains approximately 315 persons. The estimated population results in an average density of 2.43 people per acre. Also located in the area is commercial structure which is currently identified as a body shop located along with a single-family residential unit. The area also included an estimated 1.71 acres of right-of-way from Dodson Branch Road.

An expanded annexation area included a total of 42 parcels in their entirety comprising a total of approximately 247.58 acres. Located on these 42 parcels of land are 30 single-family residential housing units and 327 multi-family housing units. Using the 2020 Census estimate of 2.25 persons per household indicates that the expanded area contains approximately 803 persons. The estimated population results in an average density of 3.24 people per acre. The expanded study area included an estimated 0.81 acres of right-of-way from Kinniard Road.

A third Revised Dodson Branch Annexation Area scenario included a total of 55 parcels in their entirety comprising a total of approximately 275.58 acres, including street rights-of-way. Located on these 55 parcels of land are 37 single-family residential housing units and 337 multi-family residential housing units. Using the 2020 Census estimate of 2.25 persons per household indicates that the revised annexation area contains approximately 842 persons. The estimated population results in an average density of 3.13 people per acre.

The third Revised Dodson Branch Annexation Area was proposed for study. This area also included an estimated 1,129 linear feet and 0.03 acres of right-of-way from Shipley Road and 256 linear feet and 0.006 acres of right-of-way from Forrest Road.

During the public hearing process, a property owner located adjacent to the proposed annexation area requested consideration to being included within the Dodson Branch Annexation Area. The final revised annexation area being considered for review and recommendation contains approximately 280.58 acres and includes additional right-of-way along Crabtree Circle.

Plan of Services

A. Police Protection

Patrolling, radio responses to calls, and other routine police services, using present personnel and equipment, will be provided upon the effective date of annexation.

B. Fire Protection

Fire protection by present personnel and equipment of the fire fighting force, within the limitations of available water supply and distances from existing fire stations; will be provided upon the effective date of annexation.

C. Water

Water service is currently provided to the annexation area by the City of Cookeville and will be provided at city rates upon the completion of annexation. Improvements to provide fire hydrants necessary to provide fire protection to the area are to be completed within 5 years after the effective date of annexation.

D. Sanitary Sewer

Sanitary sewer service will be provided to the annexation area by the City of Cookeville when economically feasible and based on the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits.

E. Solid Waste Collection and Disposal

The same regular refuse collection service now provided within the city shall be extended to the annexed area within sixty (60) days after the effective date of annexation.

F. Streets

Emergency maintenance of streets (repair of hazardous chuckholes, measures necessary for traffic flow, etc.) will begin on the effective date of annexation.

Routine maintenance, on the same basis as the present city, will begin in the annexed area on the effective date of annexation.

Reconstruction and resurfacing of streets, installation of storm drainage facilities, construction of curbs and gutters, and other major improvements will be accomplished under the current policies of the city.

Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need is established by appropriate study and traffic standards.

G. Inspection Services

All inspection services now provided by the city (building, plumbing, gas, housing, fire etc.) will begin on the effective date of annexation.

H. Planning and Zoning

The planning and zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City planning will thereafter encompass the annexed area. An Ordinance establishing zoning for the area shall be adopted following the referendum on annexation.

I. Recreational Facilities

Residents of the annexed area may use all existing recreational facilities, parks, etc. on the effective date of annexation. The same standards and policies now used in the present city will be followed in expanding the recreational programs and facilities in the enlarged city.

J. Electrical Service and Street Lighting

Electric service for domestic, commercial, and industrial use to the annexed area will continue to be provided by the Upper Cumberland Electric Membership Cooperative. The City of Cookeville will provide street lighting improvements within two years of annexation.

K. Natural Gas Service

Natural gas is provided by the City of Cookeville in the annexation area and is available. Natural Gas will be extended based on customer demand and when economically feasible.

Recommendation: Approval of the Plan of Services and recommend annexation by referendum for the Dodson Branch Annexation Area.

Councilman Bagci made the motion to approve the request recommended by staff. Kay Starkweather seconded the motion, and the motion was carried unanimously. **Approved**

Study Items:

- (1) Consider for study the 2025 Annual Report & Program Design. Request submitted by Staff.
- (2) Consider for study amendments to the Official Street Map. Request submitted by Staff.

Kay Starkweather made the motion to accept the above items for study. Jim Cobb seconded the motion, and the motion was carried unanimously. **Approved**

Staff Reports:

- (1) Minor Plats
 - Shelton Living Trust Combination Plat, one (1) lot located on West Broad St (Tax Map 053G, Group A, Parcels 030.00 & 030.04) – Michael R Shelton Jr.
 - McCrary, Albert Division Tract #2 Revised Final Plat, three (3) lots located on Miller Avenue (Tax Map 066B, Group B, Parcel 018.00) – Sean Feheley / Premiere Oxford Fund 2, LLC

Adjournment: 5:51 P.M.

Submitted for Approval

Submitted for Recording

Haley Stevenson
Planning Assistant

Jim Woodford, Chairman
Cookeville Planning Commission

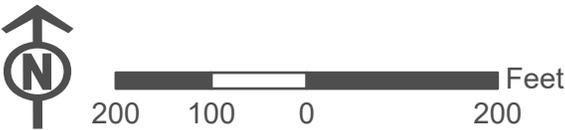
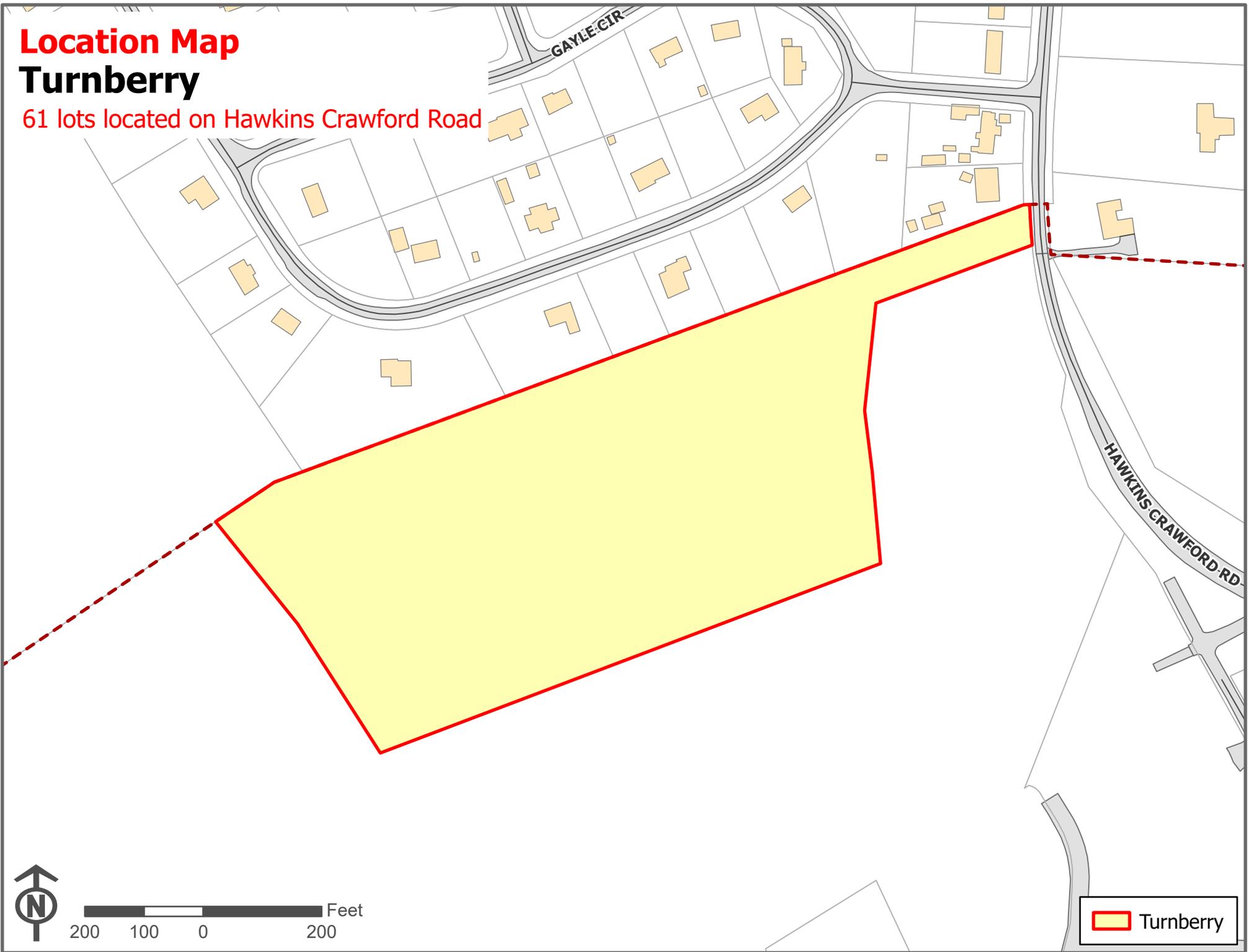
Action Item 3

Consent Agenda

Consider the six (6) month extension of the preliminary plat for Turnberry Subdivision, 61 lots located on Hawkins Crawford Road (Tax Map 064, a portion of Parcel 018.08). Request submitted by Capital Communities, LLC.

Location Map Turnberry

61 lots located on Hawkins Crawford Road



Turnberry

Aerial View
Turnberry

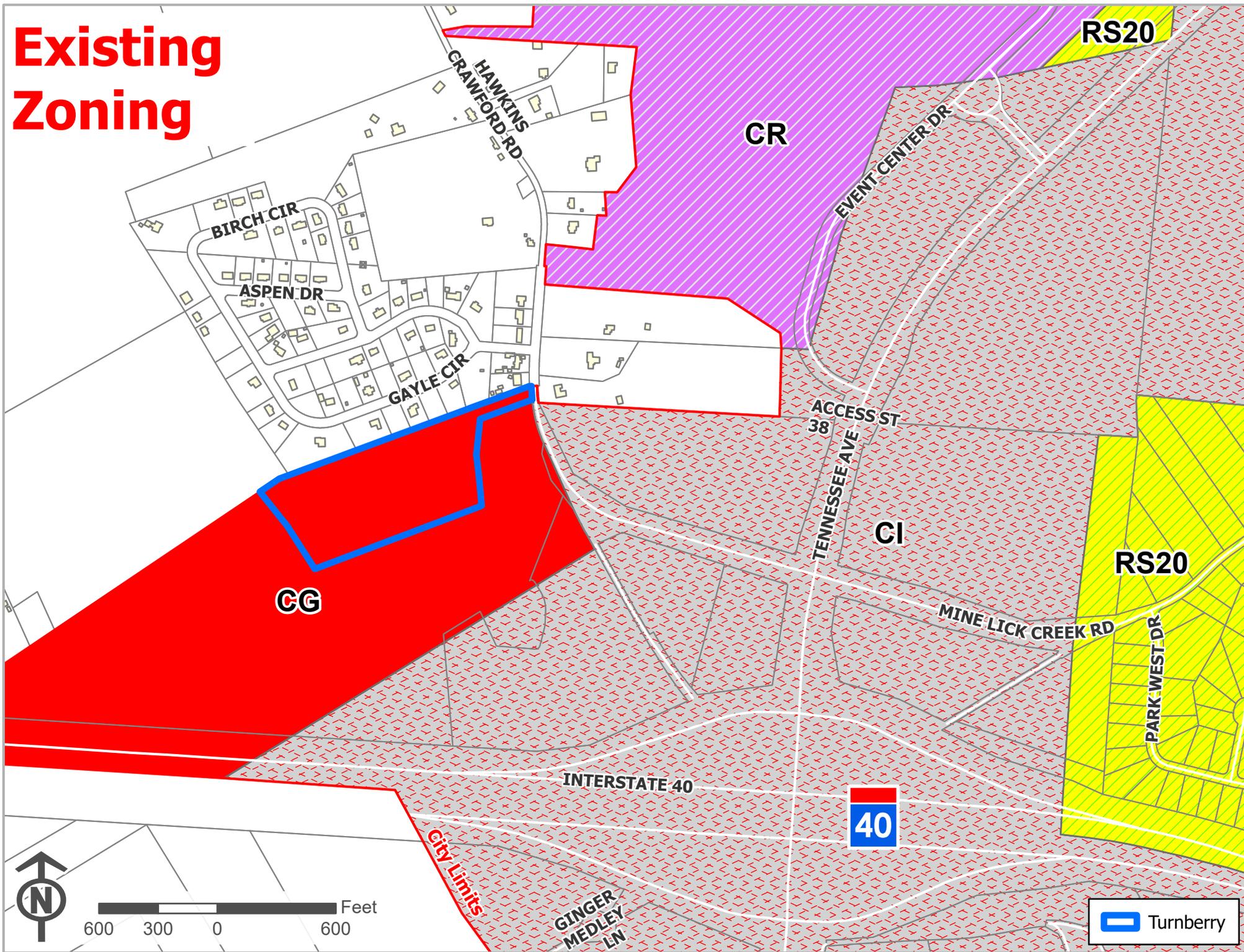
GAYLE CIR

City Limits

HANKINS
GRAMFORD RD



Existing Zoning



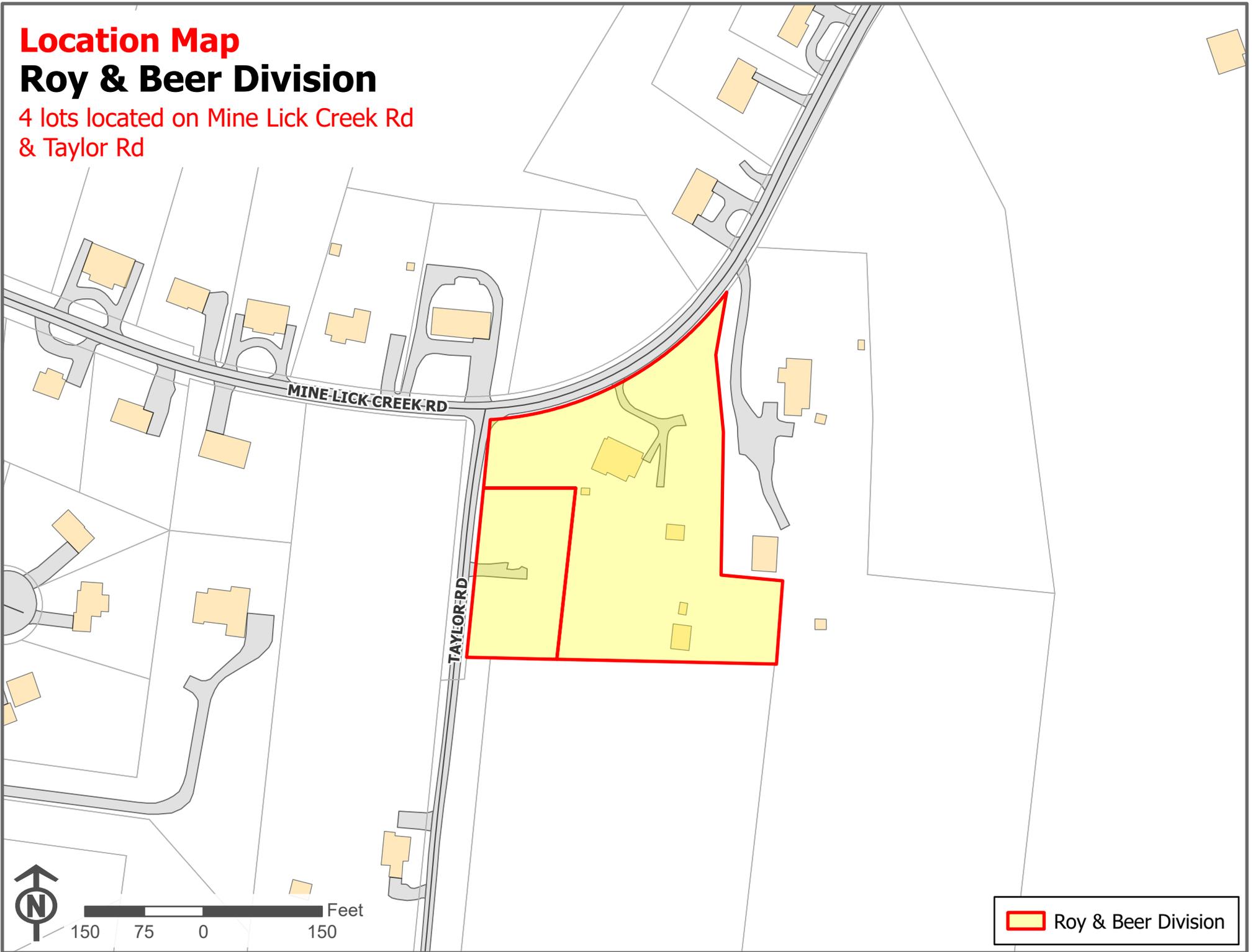
Action Item 4

Consider for action the final plat of Roy and Beer Division, four (4) lots located on Mine Lick Creek Road & Taylor Road (Tax Map 065, Parcels 079.00 & 079.01). Request submitted by Frances B. Roy & Dana Beer.

Location Map

Roy & Beer Division

4 lots located on Mine Lick Creek Rd
& Taylor Rd



 Roy & Beer Division

Aerial View
Roy & Beer Division

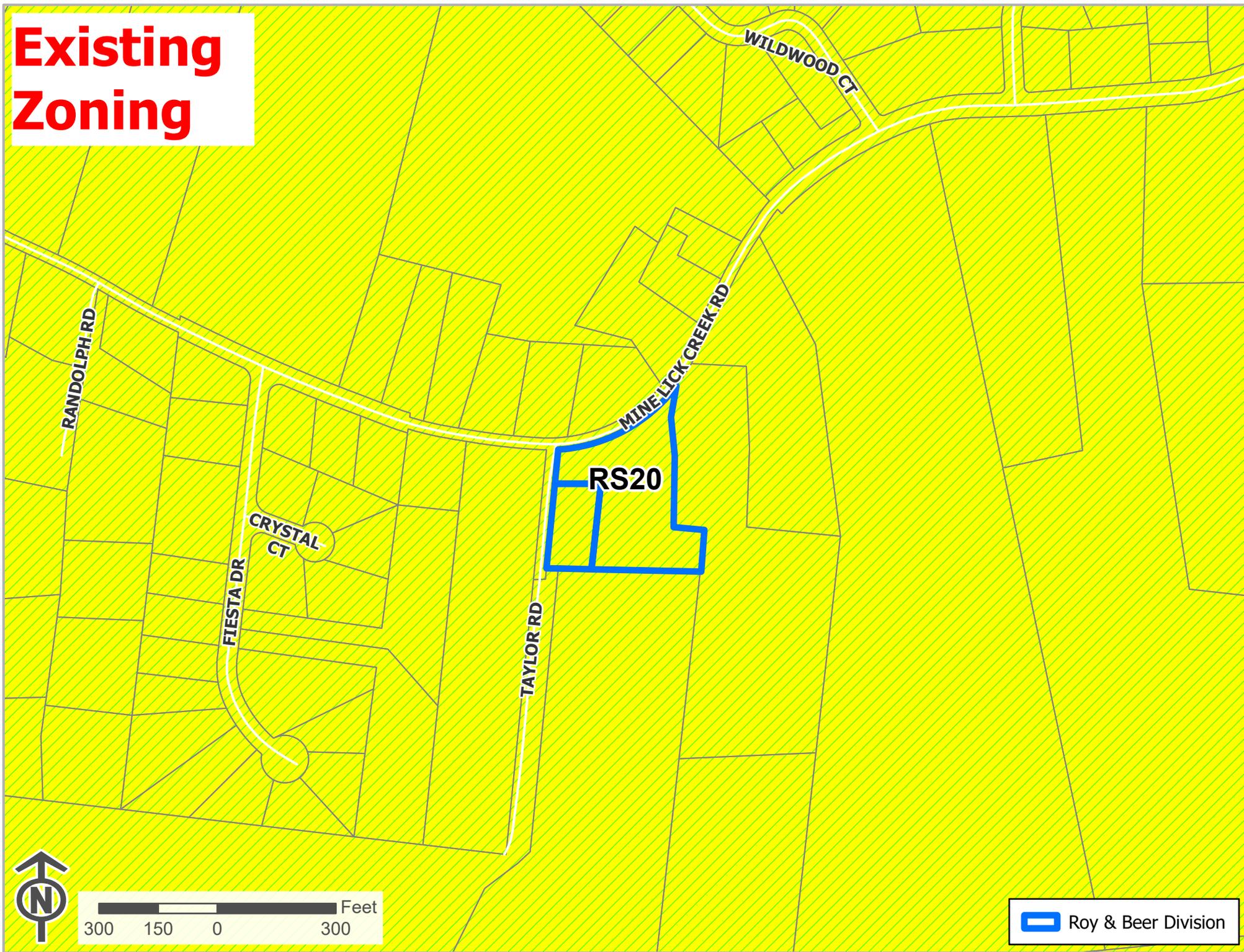


MINE LICK CREEK RD

TAYLOR RD



Existing Zoning



 Roy & Beer Division

CERTIFICATE OF OWNERSHIP, DEDICATION AND COMPLIANCE WITH DEED RESTRICTIONS OR COVENANTS

I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) 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 RESTRICTION LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, AND PARKS AS SHOWN TO THE PUBLIC OR PRIVATE USE NOTED I (WE) FURTHER ACKNOWLEDGE THAT ANY CHANGE TO THIS SUBDIVISION CONSTITUTES A RESUBDIVISION AND REQUIRES THE APPROVAL OF THE PLANNING COMMISSION. FURTHERMORE, I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON IS NOT PROHIBITED UNDER ANY CURRENT DEED RESTRICTIONS OR COVENANTS ON THE PROPERTY.

DATE: _____ OFFICER: _____

CERTIFICATE OF APPROVAL OF SIDEWALKS

I HEREBY CERTIFY THAT (I) THE SIDEWALKS SHOWN ON THIS PLAN ARE INSTALLED IN AN ACCEPTABLE MANNER, IN CONFORMANCE WITH THE REGULATIONS AND SPECIFICATIONS ON THE CITY OF COOKEVILLE AND THE COOKEVILLE PLANNING COMMISSION OR (2) A SATISFACTORY SURVEY IN THE AMOUNT OF \$_____ HAS BEEN POST WITH THE CITY OF COOKEVILLE PLANNING COMMISSION TO ASSURE COMPLETION OF ALL REQUIRED IMPROVEMENTS IN CASE OF DEFAULT.

DATE: _____ DIRECTOR OF PUBLIC WORKS: _____

CERTIFICATE OF APPROVAL OF POWER EASEMENTS

I HEREBY CERTIFY THAT ACCEPTABLE POWER UTILITY EASEMENTS HAVE BEEN PROVIDED ACCORDING TO THE REQUIREMENTS OF THE COOKEVILLE ELECTRIC DEPARTMENT.

DATE: _____ DIRECTOR OF COOKEVILLE ELEC. DEPT: _____

SPECIAL FLOOD HAZARD AREA (SFHA) DETERMINATION

ACCORDING TO FEMA FIRM # 474K020D, DATED: 09-16-07

CHECK ONE:
 NO AREAS OF THE SUBJECT PROPERTY DEPICTED ON THIS PLAN ARE IN A SFHA.
 ALL OF THE SUBJECT PROPERTY DEPICTED ON THIS IS IN A SFHA.
 SHADDED AREAS OF THE SUBJECT PROPERTY DEPICTED ON THIS PLAN ARE IN A SFHA.

DATE: _____ DIRECTOR OF PLANNING: _____

EASEMENT AND RIGHT-OF-WAY RESTRICTIONS

- NO PERMANENT STRUCTURE SUCH AS A DECK, PATIO, GARAGE, CARPORT OR OTHER BUILDING SHALL BE ERRECTED WITHIN THE LIMITS OF ANY EASEMENT SHOWN ON THIS PLAN.
- NO EXCAVATION, FILLING, LANDSCAPING OR OTHER CONSTRUCTION SHALL BE PERMITTED IN ANY DRAINAGE EASEMENT SHOWN ON THIS PLAN IF SUCH EXCAVATION, FILLING, LANDSCAPING OR OTHER CONSTRUCTION WILL ALTER OR DIMINISH THE FLOW OF WATER THROUGH SAID EASEMENT.
- ALL DRIVEWAYS, ENTRANCES, CURB CUTS OR OTHER POINTS OF INGRESS OR EGRESS TO THE LOTS SHOWN ON THIS PLAN SHALL BE IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE CITY OF COOKEVILLE. CONTACT THE DEPARTMENT OF PUBLIC WORKS FOR INFORMATION.
- THE PLACING OF PIPE WITHIN OR OTHERWISE FILLING OF DITCHES WITHIN THE RIGHT-OF-WAY SHOWN ON THIS PLAN IS PROHIBITED WITHOUT THE APPROVAL OF THE CITY OF COOKEVILLE. CONTACT THE DEPARTMENT OF PUBLIC WORKS FOR INFORMATION.

CERTIFICATE OF APPROVAL FOR RECORDING

I HEREBY CERTIFY THAT THE SUBDIVISION PLAN SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE COOKEVILLE MUNICIPAL PLANNING COMMISSION WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE OFFICIAL MINUTES OF THE COOKEVILLE PLANNING COMMISSION, AND THAT SAID PLAN HAS BEEN APPLIED FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF PUTNAM COUNTY, TENNESSEE.

DATE: _____ DIRECTOR OF PUBLIC WORKS: _____

DATE: _____ SECRETARY, COOKEVILLE MUNICIPAL PLANNING COMMISSION: _____

CERTIFICATION OF APPROVAL OF SUBSURFACE SEWAGE DISPOSAL SYSTEMS

GENERAL RESTRICTIONS:
 APPROVAL IS HEREBY GRANTED FOR LOTS 1-4 PRESENT AS ROY AND BEER PROPERTY. LOCATED IN PUTNAM COUNTY, TENNESSEE ARE NOT SUITABLE FOR SUBSURFACE SEWAGE DISPOSAL (SDD) WITH THE LOTS OR ATTACHED BUILDINGS. LOTS HAVE BEEN EVALUATED AND FOUND TO BE (1) SINGLE FAMILY DWELLING PER LOT. APPROVAL IS BASED ON SDD RESTRICTIONS SET FORTH FOR INSTALLATION OF SDD SYSTEMS AND DOES NOT CONSTITUTE APPROVAL OF BUILDING SITES.

PRIOR TO ANY CONSTRUCTION, MOBILE OR PERMANENT, THE PLAN FOR THE EXACT HOME STRUCTURE LOCATION MUST BE APPROVED AND AN SDD SYSTEM PERMIT ISSUED BY THE DIVISION OF GROUND WATER PROTECTION, WATER LAND, WATER LINES, UNDERGROUND AND INFRASTRUCTURE DIVISION OF THE DEPARTMENT OF REVENUE. ALL INFRASTRUCTURE SHOULD BE LOCATED AT SITE PRIOR TO LOTS UNLESS OTHERWISE NOTED. SMALL TIGHTENING BELT AND TIGHTENING OF THE SOIL CONDITIONS MAY VIOLATE THIS APPROVAL.

IF SHOWN, SHADING ON SOME LOTS REPRESENTS AN AREA RESERVED TO BE USED FOR THE INSTALLATION OF THE PRIMARY AND DUPLICATE SURFACE STORAGE TANK SYSTEMS, AND SHALL BE USED FOR NO OTHER PURPOSES SUCH AS HOUSE LOCATION, OTHER STRUCTURE LOCATION, DRIVEWAYS, DRIVEWAYS, SWIMMING POOLS, ETC. OR USE WHICH WOULD CONFLICT WITH THE *REGULATIONS GOVERNING SURFACE STORAGE TANKS* IN TENNESSEE. SUBSTITUTION OF THE SHADING AREA MAY BE CONSIDERED, PROVIDED SUFFICIENT SHADING AREA IS MAINTAINED.

LOT RESTRICTIONS:

LOT 1:
 LOT 1 IS LIMITED TO A MAXIMUM OF 2 BEDROOMS. CONVENTIONAL SEPTIC SYSTEM IS REQUIRED. NO BATH OR FACE DRAINAGE IS REQUIRED. THE PRIMARY AND RESERVE SEPTIC SYSTEMS SHALL BE LOCATED IN THE SHADDED AREAS INDICATED ON THE PLAN.

LOT 2:
 NOT APPROVED. THIS LOT HAS NOT BEEN EVALUATED. PERSUASION TO THIS PLAN MAY BE FOR ANOTHER PROJECT AND DOES NOT CONSTITUTE APPROVAL OF THIS LOT OR THE EXISTING SYSTEM.

LOT 3:
 LOT 3 IS LIMITED TO A MAXIMUM OF 2 BEDROOMS. CONVENTIONAL SEPTIC SYSTEM (RED) PUMP TOWER (RED) AND WASHING TANK (MAY BE REQUIRED). THE PRIMARY AND RESERVE SEPTIC SYSTEMS SHALL BE LOCATED IN THE SHADDED AREAS INDICATED ON THE PLAN.

LOT 4:
 LOT 4 IS LIMITED TO A MAXIMUM OF 2 BEDROOMS. CONVENTIONAL SEPTIC SYSTEM (RED) PUMP TOWER (RED) AND WASHING TANK (MAY BE REQUIRED). THE PRIMARY AND RESERVE SEPTIC SYSTEMS SHALL BE LOCATED IN THE SHADDED AREAS INDICATED ON THE PLAN.

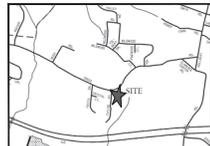
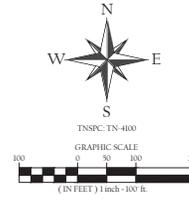
DATE: _____ ENVIRONMENTAL SPECIALIST, DIVISION OF GROUND WATER PROTECTION: _____

CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	20.00	26.86	24.68	N 44° 23' 47" E	78° 12' 37"
C2	430.00	332.88	334.60	N 60° 21' 30" E	44° 21' 08"
C3	430.00	94.97	94.78	N 76° 12' 36" E	12° 39' 16"
C4	430.00	159.16	159.97	N 62° 36' 27" E	14° 12' 42"
C5	430.00	122.71	126.25	N 46° 09' 31" E	17° 59' 26"

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 09° 36' 47" W	73.05
L2	S 84° 20' 27" E	78.36



VICINITY MAP (NOT TO SCALE)

PARCEL REFERENCE

BEING ALL OF PARCELS 79.00 & 79.01, AS SHOWN ON PUTNAM COUNTY TAX MAP 08/05.

DEED REFERENCE

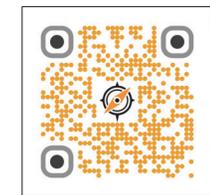
BEING THE SAME PROPERTY CONVEYED TO FRANCIS R. ROY AND DANA BEER, OF RECORD IN RECORD BOOK 1867 PAGE 747, R.O.P.C., TN.

PLAT REFERENCE

BEING LOTS 1 & 2 OF A PLAT ENTITLED "THE REDIVISION OF THE EDWARD JARRED DIVISION," ON RECORD IN PLAT CABINET "D", SLIDE 1214, R.O.P.C., TN.

ZONED RS-20

SINGLE FAMILY RESIDENTIAL DISTRICT
 SETBACKS:
 FRONT - 30'
 REAR - 30'
 SIDE - 30' (ONE AND TWO STORY BUILDINGS)



FINAL SUBDIVISION PLAT
ROY AND BEER DIVISION
 1st CIVIL DISTRICT,
 PUTNAM COUNTY, TENNESSEE

DRAWN BY:	TLD	ACRS:	2-61
NUMBER OF LOTS:	4	JOB NUMBER:	3-327
PARCEL #:	MAP/PA. PAR. 79.00 & 79.01	DATE:	11-01-2023
ADDRESS:	2294 MINI LK & CREEK ROAD	SCALE:	1"=80'

OWNERS	SURVEYOR
FRANCIS R. ROY AND DANA BEER 1888 COOKEVILLE BOATDOCK RD BAXTER, TN 38544 931-267-0337	TAYLOR WILLEHAY WHITTEMBER LAND SURVEYING, LLC 214 EAST STEVENS STREET COOKEVILLE, TN 38501 931-267-0337

CERTIFICATE OF ACCURACY AND PRECISION

I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON IS A TRUE AND CORRECT SURVEY TO THE LEVEL OF ACCURACY REQUIRED BY THE COOKEVILLE PLANNING COMMISSION. I FURTHER CERTIFY THAT THE DEGREE OF PRECISION (LINEAR AND ANGULAR) MEETS THE STANDARDS REQUIRED OF AN (URBAN AND SUBURBAN) AS ESTABLISHED BY THE TENNESSEE BOARD OF EXAMINERS FOR LAND SURVEYORS. I ALSO HEREBY CERTIFY THAT THE MONUMENTS AND PINS HAVE BEEN PLACED AS SHOWN HEREON, TO THE SPECIFICATIONS OF THE COOKEVILLE PLANNING COMMISSION.

DATE: _____ SURVEYOR: _____

CERTIFICATION OF EXISTING STREET

I HEREBY CERTIFY THAT THE STREET SHOWN ON THIS PLAN HAS THE STATUS OF AN ACCEPTED PUBLIC STREET REGARDLESS OF CURRENT CONDITION.

DATE: _____ DIRECTOR OF PUBLIC WORKS: _____

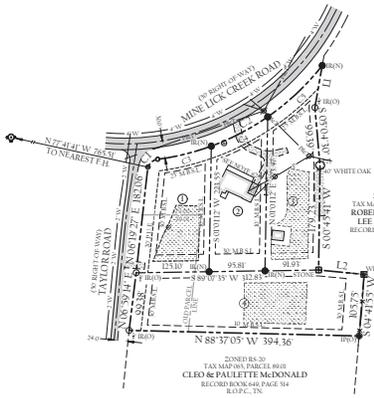
CERTIFICATE OF EXISTING FIRE HYDRANTS

I HEREBY CERTIFY THAT THE FIRE HYDRANTS SHOWN ON THIS PLAN ARE IN PLACE AND CAN ADEQUATELY SERVE THE LOTS SHOWN HEREON.

DATE: _____ COOKEVILLE FIRE CHIEF: _____

GENERAL NOTES

- THE PURPOSE OF THIS PLAN IS TO CREATE FOUR (4) RESIDENTIAL LOTS.
- AFTER THE APPROVAL OF THIS PLAN, THE EXISTING STRUCTURES SHOWN HEREON WILL BE DEMOLISHED AND REMOVED.
- THIS SURVEY WAS DONE IN COMPLIANCE WITH CURRENT TENNESSEE MINIMUM STANDARDS OF PRACTICE.
- GNS INFORMATION:
 GNS EQUIPMENT: PHEIL FREQUENCY TOPCON HIPER XR
 GNS SURVEY REAL TIME KINEMATIC (RTK)
 DATES OF OBSERVATION: OCTOBER 22, 2023
 HORIZONTAL DATUM: NAD83(2011) EPOCH: 2010
 VERTICAL DATUM: GCG02 NAD 83 GEOID 12A
 ORIGIN POINT: (N) 657,856.4400 (E) 2,200,312.7730
 COMBINED SCALE FACTOR: 1.0000941575
 GNS PRECISION: GNS VECTORS DO NOT EXCEED 11 (0.03) V (0.08)
 DISTANCES SHOWN HEREON GROUND
- THIS SURVEY IS SUBJECT TO ANY EASEMENTS, RIGHTS OF WAYS, RESTRICTIONS AND/OR EXCEPTIONS WHICH MAY AFFECT SAID PROPERTY.
- THIS SURVEY WAS PREPARED FROM THE CURRENT DEED OF RECORD AND DOES NOT REPRESENT A TITLE SEARCH OR GUARANTEE OF TITLE AND IS SUBJECT TO ANY STATE OF FACTS A CURRENT TITLE SEARCH WILL REVEAL.
- THIS PLAN DOES NOT PURPORT TO ADDRESS THE EXISTENCE, DETECTION OR DELINEATION OF ANY ENVIRONMENTAL PROBLEMS LOCATED WITHIN THE PERIMETER OF THE PROPERTY SHOWN HEREON.
- LOCATIONS OF UTILITIES ARE APPROXIMATE. CONTACT THE APPROPRIATE UTILITY FOR LOCATIONS OF UNDERGROUND SERVICES.



LOT 1 AREA - 23,239 SQ. FT. OR 0.53 ACRES+
 LOT 2 AREA - 22,675 SQ. FT. OR 0.52 ACRES+
 LOT 3 AREA - 26,710 SQ. FT. OR 0.61 ACRES+
 LOT 4 AREA - 41,470 SQ. FT. OR 0.95 ACRES+
TOTAL AREA = 2.61 ACRES+

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THIS CATEGORY 1 SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS GREATER THAN OR EQUIVALENT TO 1:10,000 AS SHOWN HEREON.

TAYLOR WILLEHAY R.L.S. #2597
 WHITTEMBER LAND SURVEYING, LLC
 214 EAST STEVENS STREET
 COOKEVILLE, TN 38501

Action Item 5

Consider for action the 2025 Annual Report & Program Design. Request submitted by Staff.

Annual Report & Program Design

City of Cookeville Planning Department



2026

I. PURPOSE OF REPORT

This Annual Report and Program Design has four primary purposes. First, it presents the status of memberships of the Planning Commission, Board of Zoning Appeals, and Historic Zoning Commission. Second, it summarizes the meetings of these bodies from the previous year. Third, it provides an annual assessment of the city's planning program, including the activities of the Planning Commission, Board of Zoning Appeals, Historic Zoning Commission, and the Planning Department. Fourth, it establishes a general schedule of future work activities for the Planning Commission and its staff.

II. MEMBERSHIP STATUS

A. Planning Commission 4-year & 5-year terms appointed by City Council

<u>Member</u>	<u>Appointed</u>	<u>Term Expires</u>
Jim Woodford, <i>Chairman</i>	12/2020	01/2029
Judy Jennings, <i>Vice-Chairman</i>	09/2014	01/2027
Ali Bagci (<i>Council Member</i>)	09/2022	08/2026
Jim Cobb	11/2015	01/2028
Bob Faulhaber (<i>Mayor's Representative</i>)	08/2022	08/2026
Jason Fowler	12/2023	01/2028
Lauren Metts	01/2021	01/2031
Kay Starkweather	01/2013	01/2030
Mallie Rogers	12/2022	01/2029

B. Board of Zoning Appeals 3-year terms appointed by City Council

<u>Member</u>	<u>Appointed</u>	<u>Term Expires</u>
James Dial, <i>Chairman</i>	02/2014	1/2029
Elwood Ervin, <i>Vice-Chairman</i>	02/2015	1/2027
Nancy Bohannon	11/2016	1/2027
Michael Detwiler	03/2021	1/2029
Connie McCormick	9/2019	1/2028

C. Historic Zoning Commission 5-year terms appointed by Mayor

<u>Member</u>		<u>Term Expires</u>
Cathy Lamb, <i>Chairman</i>	Cream City Representative	01/2031
Megan Atkinson	Local Preservation Organization	04/2030
Peter Metts	Architect	04/2026
Susan Vandergriff	Local Patriotic Organization	04/2027
Lee Carney	E. Broad & Freeze St Rep.	01/2031
Judy Jennings	Planning Commission Member	04/2029
Jenna Hillis	Community in General	05/2028

III. 2025 MEETING SUMMARIES

A. Planning Commission (January - December)

Meetings Held	12
Special Called Meetings Held	0
Meetings Cancelled	0
No Quorum Meeting	0

B. Summary of Planning Commission Meetings

January 27th, 2025:

Approved:

- Southland Heights Addition, Redivision of Lots 1 & 2 final plat and right-of-way dedication variance, 2 lots located at 325 Highland Ave
- Revised Nelson Townhomes Final RAO and Preliminary Plat, 10 lots located on North Hickory Ave, W 2nd St & Montgomery Ave

Postponed

- West End Neighborhood, Phase IV preliminary plat, 10 lots located on Ealey Ave, Jake Hoot Dr, and Public Alley
- Big Oak Tree Commons preliminary plat, 101 lots located on S Jefferson Ave & Old Sparta Rd

Minor Plats:

- Cada Combination Plat, 1 lot located at 1325 Sherwood Ln
- Lewis, James Division, 1 lot located on Holladay Rd & Buffalo Valley Rd
- McKenzie & Crabtree Property Final Plat, 4 lots located on E 20th St & Denton Ave

February 24th, 2025:

Approved:

- Johnny Hammock Division preliminary plat 6-month extension, 16 lots located on Huddleston Dr
- Stewart Cemetery Road ROW Dedication final plat, 1 lot located on Highlands Park Blvd
- Rezoning property on W Broad St & Ridgedale Dr from RS-20 to CL
- Rezoning of 1211 S Jefferson Ave from CR to CG
- Request to declare as surplus property a portion of 125 Chestnut Ave
- Amendments to the Official Street Map
- 2025 Annual Report & Program Design

Withdrawn

- West End Neighborhood, Phase IV preliminary plat, 10 lots located on Ealey Ave, Jake Hoot Dr, and Public Alley
- Big Oak Tree Commons preliminary plat, 101 lots located on S Jefferson Ave & Old Sparta Rd

Minor Plats:

- Perimeter Place Phase II Re-division of Lots 4 & 5, 2 lots located on Perimeter Place
- Liberty 1 Lot Final Plat, 1 lot located at Salem Church Rd & England Dr

March 24th, 2025:

Approved:

- Callie Square preliminary plat resubmission, 5 lots located on S Jefferson Ave

- Northpointe Preserve preliminary plat 6-month extension, 5 lots located on W Jere Whitson Ave

Conditional Approval:

- Maple Heritage Homes Subdivision preliminary plat, 12 lots located on S Maple Ave
- Sergeant Properties Combination Plat final plat, 1 lot located on Bunker Hill Rd
- Lone Oak Townhomes final plat, 15 lots located on Lone Oak Dr
- Event Center Drive Right-of-Way Dedication final plat, 1 lot located on Tennessee Ave
- Red Bud Village final plat, 1 lot located on Eagles Landing Dr

Minor Plats:

- Mitchell James Blk A Lots 7-14, 32-40 & 58-66, 2 lots located on S Jefferson Ave
- Polly Drive Division, 2 lot located on Polly Dr
- Windle Subdivision Final Plat, 2 lots located on W Broad St
- Westbrook Farms Phase II Lots 1-3 Amendment, 3 lots located on Cora Rd
- Young & Metzgar Combination Plat, 1 lot located at 725 & 735 Locust Grove Rd
- Hawkins Crawford Division, 1 lot located at 2175 Hawkins Crawford Rd

April 28th, 2025:

Approved:

- Calia Subdivision, (formerly Frontier) preliminary plat 6-month extension, 22 lots located at Hughes St & S Franklin Ave
- Franklin Court preliminary plat 6-month extension, 5 lots located on S Franklin Ave & Hughes St
- Brook View Phase I preliminary plat 6-month extension, 4 lots located on Cora Rd
- Brook View Phase II preliminary plat 6-month extension, 16 lots located off Cora Rd
- River Ranch at Cookeville (formerly the Bungalows at Cookeville) preliminary plat six-month extension, 49 lots located on Mine Lick Creek Rd
- Ellington Subdivision, Phase II preliminary plat resubmission, 5 lots located on Wall Ave & Inglewood Dr

Conditional Approval:

- Madewell & Springdale Lot Revisions flag lot variance and final plat, 4 lots located on Springdale Dr & CC Camp Rd
- Reserves at the Country Club Phase VI final plat, 31 lots located on Couple Dr & Nicholas Ave
- Variance for two flag lots and the final plat of J&S Construction Subdivision, 3 lots located on Kenway St

Denied:

- Rezoning property located at 36 Gibson Ave from RS-10 to CG

Minor Plats:

- Wheeler, Trudy & Earl Combination Plat, 1 lot located at 55 Paris St
- McCrary, Albert Property Tract #2 Division, 3 lots located on Miller Ave

May 19th, 2025:

Approved:

- Liberty Subdivision preliminary plat 6-month extension, 68 lots located on England Dr & Salem Church Rd
- Emerald Forest Estates preliminary plat resubmission, 73 lots located on Shag Rag Rd

- Amendment to the Zoning Code regarding drive-thru restaurants as a use permitted within the CN District, as established by Ordinance O18-05-10
- Review and recommendation for annexation, and Plan of Services for the Dodson Branch Annexation Area, 42 parcels consisting of a total of 252.74 acres located on Dodson Branch Rd

Conditional Approval:

- Michael Cunningham South Jefferson Avenue Division final plat, 8 lots located at 5320 S Jefferson Ave
- West Side Connection final plat, 21 lots located at S Oak St, S Cedar Ave & W Spring St

Minor Plats:

- McKenzie & Crabtree Lots 1 & 4 Division, 3 lots located on E 20th St & Denton Ave

June 23rd, 2025:

Approved:

- Creek Side preliminary plat resubmission, 9 lots located on Holder Ave
- Rezoning of property located on Bill Smith Road from RS-20 to RS-5
- Review and recommendation for annexation, and Plan of Services for the revised Dodson Branch Annexation Area, 55 parcels consisting of a total of 269.17 acres located on Dodson Branch Rd

Conditional Approval:

- Watts Family Townhomes preliminary plat, 12 lots located at E 12th St, Maddux Ave & Woodland Ave
- Maple Heritage Homes Subdivision revised preliminary plat, 14 lots located on S Maple Ave
- Ashbury Farms Phase I revised preliminary plat, 51 lots located on W Broad St
- Timberwalk Subdivision, Phase V final plat, 44 lots located on Mason Way, Chestnut Oak Cove & Rock Cairn Rd

Minor Plats:

- Elliot Partners & Tier One Properties Lot Line Adjustment, 1 lot located on W Jackson St
- Waller – Cronk Lot Line Adjustment, 2 lots located on County Farm Rd

July 28th, 2025:

Approved:

- Turnberry Subdivision preliminary plat 6-month extension, 61 lots located on Hawkins Crawford Rd
- Variance for a flag lot and the final plat of Waverly East, 2 lots located on S Walnut Ave
- Amendment to the Zoning Code regarding drive-thru restaurants as a use permitted within the CN District, as established by Ordinance O18-05-10
- Rezoning of property located at 1630 Blackwell Rd from LM to CI
- Rezoning of a portion of the property located at 2034 W Broad St from CI to CL

Denied:

- Review and approval of access to a street of lower classification for a double-frontage lot not used for single-family residential purposes, for the proposed Church of Jesus Christ of Latter-Day Saints located at 750 Neal St

Minor Plats:

- Neal Street LLC Development, 2 lots located on Neal St
- LDS Combination Plat, one lot located on Neal St

- City of Cookeville-CRMC Willow Ave Lot Line Revision, 2 lots located at 125 Chestnut Ave & 150 N Willow Ave
- Speedway Subdivision Phase I, Re-division of Lot 2, 2 lots located on S Jefferson Ave & Fairgrounds St
- Highland Terrace Lots 1, 2, 13-15 Revision Plat, 3 lots located on Grandview Dr, E Spring St, & Springboro Dr
- Kensington Lots 29 & 30 Lot Line Revision, 2 lots located on Kensington Cir & Beacon Way
- Bowker Lot Line Adjustment, 2 lots located on E 10th St

August 25th, 2025:

Approved:

- Johnny Hammock Division preliminary plat six-month extension, 16 lots located on Huddleston Drive
- Saxony Phase IV preliminary plat six-month extension, 123 lots located on E Spring St
- Conexus Park Subdivision preliminary plat six-month extension, 27 lots on S Jefferson Ave & Old Sparta Rd
- Western Hills Subdivision final plat, four lots located at 225 Holder Ave
- Amendment to the Zoning Code Illustration 24 – Dumpster Detail
- Amendment to the Zoning Code Section 205.9 relative to driveway surfacing requirements for residential developments

Conditional Approval:

- Variance to the right-of-way dedication for the final plat of Danny & Permelia Elmore Trust Division, 2 lots located on W Spring St, S Franklin Ave & Carr Ave

Postponed:

- Amendment to the Zoning Code relative to subdividing commercial suites on individual lots

Minor Plats:

- Park West Phase II Lots 134-136 Redivision, 2 lots located on Mine Lick Creek Rd & Nova Cir
- Twin Lakes Lot on Bunker Hill Road, 1 lot located on Bunker Hill Rd
- Fansler-Fowler Lot Line Revision, 2 lots located on Winterhill Rd
- Lot Line Revision #1-3, Block B, C. E. Wilson and Lot #1 & P/O Lot #2, Block 3 of the Freeze Addition, 2 lots located on Cherry Ave
- Combination Plat for Sweetland Property, 2 lots located on W Jackson St & Buffalo Valley Rd
- Shepherd Hill Rd 359 Final Plat, 2 lots located at 359 Shepherd Hills Rd
- Fowler Division on Winterhill Drive, 3 lots located on Winterhill Dr & Woodlake Trace
- Villa, Felix Division, 2 lots located on Massa Ave

September 22nd, 2025:

Approved:

- Northpointe Preserve preliminary plat 6-month extension, four lots located at 214 W Jere Whitson Ave
- Jason, Michael, & Madeleine Wyatt Division flag lot variance and the final plat, 2 lots located on N Dixie Ave
- Request to close a portion of Baron Court
- Amendment to the Zoning Code relative to subdividing commercial units on individual lots

Minor Plats:

- Metts & Jermakowicz Lot Line Adjustment, 2 lots located on E 4th St & Holly Ave

- Lot Line Revision, Lots 3 & 4, Block C of Darwin Park, 2 lots located at 1522 Barnes Dr
- Cookeville RaceTrac Combination Plat, 1 lot located on S Willow Ave
- Stewart Cemetery Final Plat, 1 lot located on Stewart Cemetery Rd

October 27th, 2025:

Approved:

- Calia preliminary plat 6-month extension, 22 lots located on Hughes St & S Franklin Ave
- Grand Cascades preliminary plat 6-month extension, 23 lots located on S Maple Ave
- Franklin Court preliminary plat 6-month extension, 5 lots located on S Franklin Ave & Hughes St
- River Ranch preliminary plat 6-month extension, 49 lots located on Mine Lick Creek Rd
- Brook View Phase I preliminary plat resubmission, 4 lots located on Cora Rd
- Brook View Phase II preliminary plat resubmission, 12 lots located on Cora Rd
- Rezoning of 208 East Stevens Street from RD to CL

Conditional Approval:

- Ann Murphy Breeding Division final plat ROW dedication variance, 4 lots located at 1260 E 10th St

Denied:

- Request to close, abandon, and declare as surplus property a portion of the undeveloped right-of-way located at 348 South Walnut Ave

Minor Plats:

- Gaw Bros & Staley Lands Combination Plat, 1 lot located at Maddux, E 12th St & Woodland Ave
- RKB Group Lot Line Adjustment, 2 lots located on Neal St, Salem Church Rd & Guardian Way

November 24th, 2025:

Approved:

- Liberty Subdivision preliminary plat resubmission, 67 lots located on England Drive & Salem Church Rd
- Request to close and abandon a portion of Baron Ct
- Amendment to the Zoning Code relative to subdividing commercial units on individual lots
- Updating the City of Cookeville's Urban Growth Boundary

Conditional Approval:

- Morris Hills Division (formerly the Johnny Hammock Division) final plat, 12 lots located on Sharon Ave & Morris Ln

Minor Plats:

- South Jefferson Avenue 250 Properties, 1 lot located at South Jefferson Ave & Proffitt St
- Buckner Property on North Dixie Avenue, 1 lot located on North Dixie Ave & E 18th St
- Farley, Ann Lots 49-53 Revision, 2 lots located on Kacie Ave & Hughes St
- Farley, Ann Lot 1 of Lots 49-53 Revision, 2 lots located on Kacie Ave & Hughes St
- Wright Heirs Property Amended Plat Re-Subdivision, 1 lot located at 950 E Broad St

December 22nd, 2025:

Approved:

- Rezoning property located on N Willow Ave from RM-8 to CL
- Review and recommendation for annexation, and Plan of Services for the Dodson Branch Annexation Area

Conditional Approval:

- River Ranch at Cookeville Phase I final plat, 16 lots located on Mine Lick Creek Rd
- Highbury Phase III final plat, 9 lots located on Neal St & E Veterans Dr

Minor Plats:

- Shelton Living Trust Combination Plat, 1 lot located on West Broad St
- McCrary, Albert Division Tract #2 Revised Final Plat, 3 lots located on Miller Avenue

C. Board of Zoning Appeals (January - December)

Meetings Held	11
Meetings Cancelled	1
No Quorum Meetings	0
Special Called Meetings	0

D. Summary of Board of Zoning Appeals Meetings

January 9th, 2025:

Approved:

- Variance to the grades for parking lots to allow portions of parking areas to exceed 5% for the property located at 777 South Jefferson Ave
- Variance to the maximum width of driveways to allow a driveway width of 50 feet on the property located at 777 South Jefferson Ave

February 13th, 2025:

Approved:

- Variance to the Zoning Code Section 204.8I to allow a proposed accessory structure over 400 sq ft to be constructed of corrugated metal, a material prohibited but compatible with the principal structure, for the property located at 2678 Lee Seminary Rd
- Variance to the side yard setback requirement on the street side corner lot from 30 feet to 27 feet, for a total variance of 3 feet for a proposed single-family detached development for the property located at 528 N Walnut Ave
- Variance to reduce the parking requirements from 29 to 26 for a total variance of 3 parking spaces for the property located on E 10th St

March 13th, 2025:

Approved:

- Variance to the side yard setback requirement from 10 feet to 2 feet for a total variance of 8 feet to expand an existing nonconforming structure located at 595 E 10th St
- Variance to the location requirement for a free-standing on-premises sign from 15 feet to 0 feet for a total variance of 15 feet for the property located at 1400 Salem Rd

April 10th, 2025:

Approved:

- Variance to reduce the minimum lot width at the setback line from 75 feet to 70 feet for a total variance of 5 feet for 2 proposed new lots located at 645 E 20th St

May 8th, 2025:

The Board did not meet in May.

June 12th, 2025:

Approved:

- Variance to reduce the minimum parking requirements for a total variance of 24 parking spaces for the property located at 707 Mahler Ave
- Variance to reduce the rear yard setback for a total variance of 13.5 feet for a proposed covered patio for the property located at 941 Stonebridge Cir
- Variance to reduce the rear yard setback for a total variance of 3 feet for a proposed covered patio for the property located at 62 Womack Ave
- Variance to reduce the minimum parking requirements for a total variance of 1 parking space, and consider a variance to the screening and buffer requirements, and consider a variance to reduce the side yard setback on street side corner lot for a total variance of 12 feet for a proposed roof over an existing deck, and consider a variance to allow the reconstruction of

the front entry canopy within the front yard setback for the property located at 511 North Peachtree Ave

July 10th, 2025:

Approved:

- Variance to reduce the side yard setback for a total variance of 4 feet for a proposed new pool deck for the property located at 125 E 4th St
- Variance to reduce the rear yard setback for a total variance of 17 feet for a proposed new single-family residential home on the property located at 634 Longstreet Dr
- Variance to the Zoning Code Section 206.11G subject to requiring 2 points of access to a public street for a multi-family development consisting of 50 or more dwelling units for the Ashbury Farms Subdivision Phase I

Denied:

- Administrative review to appeal the Building Official's denial of a building permit for an attached pavilion/ pergola and a variance to reduce the side yard setback for the proposed attached pavilion/ pergola for the property located at 531 North Dixie Ave

August 14th, 2025:

Approved:

- Variance to reduce the rear yard setback for a total variance of 20 feet, for a proposed new single-family residential home on the property located at 3900 Stonewall Dr

Postponed:

- Variance to the Zoning Code Section 205.11D requiring a bypass lane with a minimum width of 12 feet for a proposed restaurant drive-through for the property located at 1151 South Willow Ave

September 11th, 2025:

Approved:

- Variance to the Zoning Code Section 205.11D requiring a bypass lane with a minimum width of 12 feet for a proposed restaurant drive-through for the property located at 1151 S Willow Ave
- Special exception to allow a childcare center within the MS, "Medical Services" Zoning District subject to meeting the Additional Standards Section 206.7 of the Zoning Code for the property located at 135 W 2nd St

Postponed:

- Variance to reduce the front yard setback for a total variance of 29 feet, for a proposed commercial structure located at 540 Ruby Ln

October 9th, 2025:

Approved:

- Variance to reduce the front yard setback from for a total variance of 29 feet, for a proposed commercial structure located at 540 Ruby Ln

November 13th, 2025:

Approved:

- Special exception to allow a recycling center – private within the LM, "Light Manufacturing" Zoning District for the property located at 20 CC Camp Rd
- Variance to the minimum lot widths at the setback line from 75 feet to 71.46 feet for 3 proposed lots located at 1701 Womack Ave

December 11th, 2025:

Approved:

- Variance to the minimum lot requirements within the RD, “Single-Family and Duplex Residential” Zoning District for a total variance of 759 square feet for a proposed duplex located at 348 S Walnut Ave

Postponed:

- Variance to the Zoning Code Section 206.11G requiring 2 access points to a public street for a multi-family development consisting of 50 or more dwelling units for the Upper Cumberland Christian Home development located on State St

E. Historic Zoning Commission (January - December)

Meetings Held	2
Meetings Cancelled	10
No Quorum Meetings	0
Special Called Meetings	0

F. Summary of Historic Zoning Commission Meetings

January 14th, 2025: There was no meeting in January.

February 11th, 2025: There was no meeting in February.

March 11th, 2025: There was no meeting in March.

April 8th, 2025:

Approved:

- Supporting the nomination of placement on the National Register, Ralph’s Donut Shop, located at 59 South Cedar Ave

May 13th, 2025: There was no meeting in May.

June 10th, 2025: There was no meeting in June.

July 8th, 2025:

Denied:

- Certificate of Appropriateness for the construction of a new deck/patio addition to the existing single-family residence located at 531 N Dixie Ave in the North Dixie Avenue Historic District

August 12th, 2025: There was no meeting in August.

September 9th, 2025: There was no meeting in September.

October 14th, 2025:

Tabled:

- Certificate of Appropriateness for the construction of a new deck/patio addition to the existing single-family residence located at 531 N Dixie Ave in the North Dixie Avenue Historic District

November 11th, 2025: There was no meeting in November.

December 9th, 2025: There was no meeting in December.

2025 PLANNING PROGRAM EVALUATION

A. Long Range Planning

1. Comprehensive Plan

- The Cookeville 2030 Plan was completed by the Planning Commission in 2010 and adopted by the City Council through Ordinance No. O10-11-14, effective 12/13/10. It replaced the Cookeville Comprehensive Future Land Use Plan adopted by the City Council through Resolution No. R00-10-29, effective October 5, 2000.
- Amendments to the Future Land Use Element relating to Bennett Road Extension Project adopted by City Council by Ordinance #012-06-08, effective 8/17/12.
- Resolution R17-12-18 accepting Cookeville Corridor Analysis and Major Street Plan update prepared by WSP and funded with TDOT Transportation Planning Grant 2017.
- Amendments to the Future Land Use Element relating to the 10th Street Planned Commercial Development, including a new classification, Commercial-Planned, adopted by the City Council by Ordinance #O18-11-31.
- Resolution R20-01-01 accepting Cookeville Bicycle and Pedestrian Circulation Plan update prepared by Gresham Smith and funded with TDOT Transportation Planning Grant 2019.
- Amendments to the Future Land Use Element relating to an area located north of West Broad Street in the vicinity of County Farm Road and Royal Oak Drive as being appropriate for Local Commercial development, adopted by the City Council by Ordinance #O21-03-05, effective May 21, 2021.
- Amendment to the Future Land Use Concept Plan to classify an area located north of Bennie Drive as appropriate for Lower-Density Residential Development, adopted by the City Council by Ordinance #O22-08-19, effective October 21, 2022.

2. Major Street Plan

- Revised Major Street Plan adopted and recorded in 2010, replacing 1999 Plan.
- Amended Major Street Plan approved by Planning Commission on 5/12/2012 and recorded on June 12, 2012. Amendments included access points and proposed connecting streets relative to the Bennett Road Extension Project.

3. Envision Cookeville

- Status Report prepared in 2017.

4. Putnam County Multi-Jurisdictional Hazard Mitigation Plan

- Plan updated by Resolution R22-09-30.

5. Putnam County Multi-Jurisdictional Transportation Plan

- Assisted in development a Top 10 list for improvements on state routes.
- Submitted Community Transportation Planning Request to TDOT for the following Cookeville projects:
 - South Jefferson Avenue (HWY 136) Bunker Hill Road intersection improvements
 - South Jefferson Avenue (Hwy 136) - Interstate 40 intersection improvements – Provide dual eastbound left-turn lanes at the eastbound ramp; Improve channelization of the two right-turn lanes, implement no right-turn on red. Consider converting inner right-turn lane to share right-left turn lane.
 - South Jefferson Avenue (Hwy 136), from I-40 intersection to Interstate Drive-Neal Street intersection –Add dual northbound left-turn lanes on South Jefferson Avenue

- South Jefferson Avenue (Hwy 136)-Interstate Drive-Neal Street, intersection improvements – Add dedicated southbound right-turn lane on Jefferson Avenue; Add dual eastbound turn lanes on Interstate Drive; Add dual westbound left-turn lanes on Neal Street.
- South Willow Avenue (SR 135) from Gould Drive to West Cemetery Road. Widen from two (2) lanes and three (3) lanes to five (5) lanes.
- New east-west route north of Cookeville, including grade separated interchange at SR 111/Quinland Lake Road to Hilham Rd (SR 136)
- East Spring Street (Hwy 70N) widen from two (2) lanes to three (3) or five (5) lanes from East Broad Street to Highway 111.
- East 10th Street at SR 111 northbound ramp. Provide additional northbound right-turn lane. Restrict right turns on red.
- New Route to connect Hwy 70 at the Tennessee Ave to Gainesboro Grade (Hwy 290)
- City Street Projects on State Routes
- Prepared and presented street improvement projects priorities to TDOT
 - South Jefferson Avenue/Interstate Drive/Neal Street Intersection Improvements
 - South Jefferson Avenue (SR 136), from I-40 intersection to Interstate Drive-Neal Street intersection - Add dual northbound left-turn lanes on South Jefferson Avenue. South Jefferson Avenue (SR 136)-Interstate Drive-Neal Street, intersection improvements - Add dedicated southbound right-turn lane on Jefferson Avenue; Add dual eastbound left-turn lanes on Interstate Drive; Add dual westbound left-turn lanes on Neal Street.
 - South Willow Avenue (Sr 135) Interstate Drive/Foreman Drive Intersection Improvements
 - South Willow Avenue (SR 135)/Foreman Drive intersection, add dedicated right-turn lane on Foreman Drive. Add dual southbound left turn lanes on South Willow Avenue onto Interstate Drive.
 - Interstate 40 From MM 283 To MM 290
 - Putnam County, City of Cookeville, Interstate 40 within city limits
 - South Willow Avenue/Burgess Falls Road (Sr 135) Improvements
 - South Willow Avenue (SR 135) from Gould Drive to West Cemetery Road. Widen from two (2) lanes and three (3) lanes to five (5) lanes.
 - East Spring Street (SR 24, US Hwy 70N)
 - East Spring Street (SR 24, US 70 N) widen from two (2) lanes to three (3) or five (5) lanes from East Broad Street to Highway 111.
 - East Spring Street (US Hwy 70N) Improvements
 - East Spring Street (SR24, US 70 N) widen from two (2) lanes to three (3) or five (5) lanes from Highway 111 to Interstate 40.
 - West Broad Street (US Hwy 70N) Improvements
 - West Broad Street (SR 24, US 70 N) widen from two (2) lanes to three (3) or five (5) lanes from West Spring Street to City Limits.
 - Bunker Hill Road/South Walnut Avenue Bridge/Tunnel Construction
 - Bunker Hill Road and South Walnut Avenue bridge/tunnel constructed over/under Interstate 40
 - South Jefferson Avenue 1-40/Bunker Hill Road/Ferrell Drive/South Walnut Avenue/Dubois Street Intersection Improvements

- South Jefferson Avenue (SR 136) Bunker Hill Road intersection improvements - Needs to include solution for One 9 Truck Stop access. South Jefferson Avenue (SR 136) - Interstate 40 intersection improvements - Provide dual eastbound left-turn lanes at the eastbound ramp; Improve channelization of the two right turn lanes, implements no right-turn on red. Consider converting inner right-turn lane to share right-left turn lane.
- Northern East-West Connector
 - New east west route north of Cookeville, including grade separated interchange at SR 111/Quinland Lake Road to Hilham Rd (SR 136)
- North South Connector
 - New Route to connect SR 24, US 70 N at Tennessee Ave to Gainesboro Grade (SR 290)
- S Willow Avenue (SR 135)/S Jefferson Avenue (SR 136) Connecting Street Construction
 - New east/west route connecting S Willow Avenue (SR 135) to Bunker Hill Road and S Jefferson Avenue (SR 136)
- Interstate 40 from MM 291 to MM 300
 - Putnam County, City of Cookeville, Interstate 40 from MM 291 to MM 300

B. Strategic Planning

1. Streets and Right-of-Ways

a. Official Street Inventory and Assessment

- New streets added in 2025, the Official Street Inventory will be updated in February 2026.

b. Official Street Map

- Most recent map adopted by Ordinance #O24-02-02.

c. TDOT Community Transportation Planning Grant

- Cookeville Corridor Analysis and a Major Street Plan update completed by WSP and approved in 2017.
- Cookeville Bicycle and Pedestrian Circulation Plan Update completed by Gresham Smith and approved 2019

d. Street Construction/Improvement Projects

- Assist with East 10th Street improvement project relative to the 10th Street PCD
- Assist with East 10th Street improvement project from terminus of Phase I to Fisk Road
- Assist with West Stevens Street improvement project from South Willow Avenue to Hughes Street.

e. Street Naming

- Street Name Changes: *None (0)*
- New Streets Named: *Six (6)*

f. Requests for Street Closure/R.O.W. Closure and Abandonment and Declaring as Surplus

- Requests for Street/ROW closure, abandonment and declaring as surplus: *two (2)*.
 - *portion of 125 Chestnut Avenue*
 - *portion of Baron Court*

g. Center Hill Rural Planning Organization.

- Technical Committee Member (City Manager), guest (Planning Director)
- Attended all 2023 RPO meetings.
- Widening of State Highway 136 (South Jefferson Avenue) recommended as priority for FY12 - FY13 (ROW), project currently under construction phase, project bid has been let and completion estimated in 2024.
- Widening of US 70N (Spring Street) recommended in 2009 for Transportation Planning Report (TPR).
- North Willow Avenue widening endorsed by RPO in 2016, currently in the Preliminary Engineering Phase.
- Submitted Top 10 projects from Putnam County Joint Transportation Committee 2019.
- North Willow Avenue was reapproved as top-priority projects for Center Hill RPO 2022.

h. Sidewalks/Multimodal

- Continued implementation of TDOT Multimodal Access Grant Application for installing sidewalks along State Route 24 (East Spring Street) from Broad Street to Neal Street, grant approved in 2015.
- Provided technical assistance for sidewalk installation along Interstate Drive and South Jefferson Avenue, no timetable for construction.

- TDOT Community Transportation Planning Grant to update Pedestrian and Bicycle Circulation Plan awarded, Plan Update completed 2019.
- Awarded TDOT Multimodal Access Grant (MMAG) for installation of sidewalks along North Willow Avenue and West 12th Street 2018, currently in NEPA evaluation phase.
- Submitted a TDOT Multimodal Access Grant (MMAG) application for sidewalk construction along West 12th Street and along N. Willow Avenue. Sidewalk grant preapplication was not approved.
- Sidewalk project on East Spring Street was broken into phases, submitted a TDOT Multimodal Access Grant (MAG) application in 2021 for a second phase of the sidewalk project for State Route 24 (East Spring Street). Grant application was awarded in January 2022 for \$950,000.00 to construct sidewalks along the north-side of East Spring Street.
- Submitted TDOT Multimodal Access Grant (MMAG) for Phase 3 of East Spring Street Sidewalk project. Grant was not awarded.

i. Downtown Parking

- Study completed in 2016 updating inventory & analysis of parking prepared in 2004.
- Parking Utilization Study completed in 2018.

j. MPO Designation

- Urbanized area did not meet population thresholds for Metropolitan Planning Organization (MPO) designation. Total population of urbanized area – 49,011, which was 989 persons short of 50,000 population threshold.

k. Census

- Planning Division Staff completed extensive analysis of the designated Urbanized Area provided by the US Census Bureau. Total population of urbanized area – 49,011, which was 989 persons short of 50,000 population threshold. Staff corresponded with Census Bureau staff and had held a virtual meeting to review the urbanized designations.

2. Annexation

- Annexation Studies prepared: *One (1)*.
- Plan of Services prepared: *One (1)*.
- Annexation by Referendum approved: *None*.
- Comprehensive Zoning for Annexation Area: *One (1)*.
- Plan of Services Annual Progress Report prepared & published in January 2025 for 13 areas annexed from 2000 - 2024.

3. Surplus Property Requests

- Request for Declaration of streets as surplus: *None*.
- Request for Declaration of right-of-way as surplus: *Two (2)*.
- Request for Declaration of undeveloped right-of-way as surplus: *None*.
- Request for Declaration of alley as surplus: *None*.
- Request for Declaration of property as surplus: *One (1)*.

4. Deeds

- Quit Claim Deeds prepared: *Two (2)*.
- ROW Deeds prepared: *None*.
- Warranty Deeds prepared: *None*.
- Deed of Correction: *None*.

C. Land Use Controls

1. Municipal Zoning Code

Current Zoning Code and Map originally adopted by Ordinance #O01-11-15, effective 1/4/02.

a. Amendments

- Amendments to the Cookeville Zoning Code approved by Planning Commission:
 - *Relative to drive-thru restaurants as a use permitted within the CN District*
 - *Relative to Illustration 24 – Dumpster Detail*
 - *Relative to driveway surfacing requirements for residential developments*
 - *Relative to subdividing commercial suites on individual lots*
- Amendments to the Cookeville Zoning Code adopted by City Council: *Four (4)*
 - *O25-06-10, Relative to drive-thru restaurants as a use permitted within the CN District*
 - *O25-09-16, Relative to Illustration 24 – Dumpster Detail*
 - *O25-09-17, Relative to driveway surfacing requirements for residential developments*
 - *O25-10-18, Relative to subdividing commercial suites on individual lots*
- Amendments to the Cookeville Zoning Code sent back to Planning Commission by City Council: *Two (2)*.
 - *O25-06-10, Relative to drive-thru restaurants as a use permitted within the CN District*
 - *O25-10-18, Relative to subdividing commercial suites on individual lots*
- Amendments to the Cookeville Municipal Code: *None*.
- Amendments to the Cookeville Municipal Code adopted by City Council: *None*.
- Amendments pending approval by City Council: *None*.

b. Rezoning Requests

- Rezoning requests approved by Planning Commission: *seven (7)*.
 - *West Broad Street and Ridgedale Drive from RS-20 to CL*
 - *1211 South Jefferson Avenue from CR to CG*
 - *Property on Bill Smith Road from RS-2 to RS-10*
 - *1630 Blackwell Road from LM to CI*
 - *2034 West Broad Street from CI to CL*
 - *208 East Stevens Street from RD to CL*
 - *Property on North Willow Avenue from RM-14 to CL*
- Rezoning requests conditional approval: *None*.
- Rezoning requests denied: *One (1)*.
 - *36 Gibson Avenue from RS-10 to CG*
- RAO'S (Redevelopment Area Overlay District): *None*.
- RAO's Withdrawn: *None*.
- Rezoning requests postponed: *None*.
- Rezoning requests withdrawn: *None*.
- Ordinances adopted by City Council: *10*
 - *O25-03-01, Amendments to the Official Street Map*
 - *O25-03-02, Rezoning property on W Broad Street & Ridgedale Drive from RS-20 to CL*
 - *O25-03-03, Rezoning property at 1211 South Jefferson Avenue from CR to CG*
 - *O25-06-10, Amendment to the Zoning Code to remove drive-thru restaurants as a permitted use within the CN District*
 - *O25-07-11, Rezoning property located on Bill Smith Road from RS-20 to RS-10*

- *O25-08-12, Rezoning property located at 1630 Blackwell Road from LM to CI*
 - *O25-08-13, Rezoning property located at 2034 West Broad Street from CI to CL*
 - *O25-08-14, Authorizing a public street access point on Tennessee Avenue for properties located north of the Nashville Eastern Railroad and authorizing a public street access point on Tennessee Avenue for the Putnam County Fairgrounds and proposed Putnam County Bus Garage and Highway Department*
 - *O25-09-16, Amending the Zoning Code, Illustration 24 - Dumpster Detail*
 - *O25-09-17, Amending the Zoning Code relative to driveway resurfacing requirements for residential developments*
 - Ordinance pending City Council approval:
 - *O25-10-18. Amending the Zoning Code, Section 221 CL, "Local Commercial" and Section 222, CG, "General Commercial" to permit subdividing commercial units on individual lots upon review by the Planning Commission.*
 - *O25-10-19, Closing and abandoning a portion of Baron Court*
 - *O25-11-20, Rezoning 208 E. Stevens Street from RD to CL*
 - Ordinance denied by City Council: *None.*
 - Requests appealed to the City Council: *None.*
 - Requests revised by the City Council: *None.*
 - Expiration of PRD Zoning: *None.*
 - Rezoning Repealed: *None.*
 - PCD Planned Commercial Development: *None.*
- c. Zoning Appeals considered:**
- Variances: *24 approved; One (1) denied*
 - *777 South Jefferson Avenue, Variance to the grades for parking lots to allow portions of parking areas to exceed 5%*
 - *777 South Jefferson Avenue, Variance to the maximum width of driveways to allow a driveway width of 50 feet*
 - *2678 Lee Seminary Road, Variance to the Zoning Code Section 204.8I to allow a proposed accessory structure over 400 square feet to be constructed of corrugated metal, a material prohibited but compatible with the principal structure*
 - *528 North Walnut Avenue, Reduction of the side yard setback requirement on the street side corner lot from 30 feet to 27 feet for a proposed single-family detached development*
 - *East 10th Street, Reduction of the parking requirements from 29 to 26 spaces*
 - *595 East 10th Street, Reduction of the side yard setback requirement from 10 feet to 2 feet for an expansion to an existing nonconforming structure*
 - *1400 Salem Road, Reduction of the location requirement for a free-standing on-premises sign from 15 feet to zero feet*
 - *645 East 20th Street, Reduction of the minimum lot width at the setback line from 75 feet to 70 feet 2 proposed new lots*
 - *707 Mahler Avenue, Reduction of the minimum parking requirements from 36 to 12*
 - *941 Stonebridge Circle, Reduction of the rear yard setback from 25 feet to 11.5 feet for a proposed covered patio*

- 62 Womack Avenue, *Reduction of the rear yard setback from 20 feet to 17 feet for a proposed covered patio*
- 511 North Peachtree Avenue, *Reduction of the minimum parking requirements from 24 spaces to 23 spaces*
- 511 North Peachtree Avenue, *Variance to the screening and buffer requirements*
- 511 North Peachtree Avenue, *Reduction of the side yard setback on street side corner lot from 30 feet to 18 feet for a proposed roof over an existing deck*
- 511 North Peachtree Avenue, *Variance to allow the reconstruction of the front entry canopy within the front yard setback*
- 125 East 4th Street, *Reduction of the side yard setback from 10 feet to 6 feet for a proposed new pool deck*
- 634 Longstreet Drive, *Reduction of the rear yard setback from 30 feet to 13 feet for a proposed new single-family residential home*
- Ashbury Farms Subdivision, Phase I, *Variance to the Zoning Code Section 206.11G subject to requiring 2 points of access to a public street for a multi-family development consisting of 50 or more dwelling units*
- 531 North Dixie Avenue, *Reduction of the side yard setback for the proposed attached pavilion / pergola*
- 3900 Stonewall Drive, *Reduction of the rear yard setback from 30 feet to 10 feet for a proposed new single-family residential home*
- 1151 South Willow Avenue, *Variance to the Zoning Code Section 205.11D requiring a bypass lane with a minimum width of 12 feet for a proposed restaurant drive-through*
- 540 Ruby Lane, *Reduction of the front yard setback from 30 feet to 1 foot for a proposed commercial structure*
- 1701 Womack Avenue, *Reduction of the minimum lot widths at the setback line from 75 feet to 71.46 feet for 3 proposed lots*
- 790 State Street, *Variance to the Zoning Code Section 206.11G requiring 2 access points to a public street for a multi-family development consisting of 50 or more dwelling units for the Upper Cumberland Christian Home development*
- 348 South Walnut Avenue, *Reduction of the minimum lot requirements within the RD Zoning District of 10,000 square feet to 9,241 square feet for a proposed duplex*
- Special Exceptions: *Two (2) approved; None (0) denied.*
 - 135 West 2nd Street, *To allow a childcare center within the MS Zoning District subject to meeting the Additional Standards Section 206.7 of the Zoning Code*
 - 20 CC Camp Road, *To allow a recycling center – private within the LM Zoning District*
- Administrative Interpretations: *None (0) approved; One (1) denied.*
 - 531 North Dixie Avenue, *Request for an administrative review to appeal the Building Official's denial of a building permit for an attached pavilion / pergola*
- Nonconforming Use Changes: *None (0) approved; None (0) denied.*

d. Historic Zoning

- Requests for Historic Overlay Zoning: *None*.
- Proposals for expansion of Historic District: *None*.
- Certificates of Appropriateness issued by Board: *One (1) approved; One (1) denied; One (1) Tabled*.
 - 59 South Cedar Avenue, *Supporting the nomination of placement on the National Register, Ralph’s Donut Shop (approved)*
 - 531 North Dixie Avenue, *Certificate of Appropriateness for the construction of a new deck/patio addition to the existing single-family residence (denied)*
 - 531 North Dixie Avenue, *Certificate of Appropriateness for the construction of a new deck/patio addition to the existing single-family residence*
- Certificates of Appropriateness issued by Staff: *None*
- Submitted materials to Tennessee Historical Commission to maintain status in Certified Local Government Program.

e. Sign Regulations

- Billboard permits issued: *1*
- Billboard permits denied: *1*
- Billboard permit fees: *\$1,344*

f. Flood Plain Regulations

- Current Floodplain Regulations adopted in 2009 by Ordinance #O09-07-13, replacing 2007 regulations.
- Floodplain Regulations (Section 230 Zoning Code) amended in 2018 by Ordinance #O18-03-05
- Community Rating System (CRS) recertification submitted in 2024
- Base Flood Elevation determinations discontinued 2018 at direction of TEMA/FEMA
- Elevation Certificates Issued: *None*
- Staff earned four (4) credit hours for CFM Certification
- Completed CRS (Community Rating System) recertification March 27, 2025.

g. Zoning Confirmation Letters

- Zoning confirmation letters prepared: *31*

h. Zoning Database

- Rezoning, Board of Zoning Appeals & Historic Zoning activities updated.

2. Subdivision Regulations

Current Subdivision Regulations adopted on 4/24/00 superseding and replacing previous regulations adopted on 9/25/89. Amended 3/25/02, 5/23/05, 3/23/09, 6/27/11, 6/26/17, 10/25/2021, & 10/28/2024

a. Amendments

- Subdivision Regulations amendments: *None (0)*.

b. Subdivision Plats

- Final plats: *20 containing 183 lots (excluding minor plats approved by staff)*.

	Final Plat Name	Number of Lots	Date of Approval
1	Southland Heights Addition, Redivision of Lots 1 & 2	2	1/27/2025
2	Stewart Cemetery Road Right of Way Dedication	1	2/24/2025

3	Sergeant Properties Combination Plat	1	3/24/2025
4	Lone Oak Townhomes	15	3/24/2025
5	Event Center Drive Right-of-Way Dedication	1	3/24/2025
6	Red Bud Village	1	3/24/2025
7	Madewell & Springdale Lot Revisions	4	4/28/2025
8	Reserve at the Country Club Phase VI	31	4/28/2025
9	J & S Construction Subdivision	3	4/28/2025
10	Cunningham, Michael S Jefferson Ave Division	8	5/19/2025
11	West Side Connection RAO	21	5/19/2025
12	Timberwalk Subdivision, Phase V	44	6/23/2025
13	Waverly East	2	7/28/2025
14	Elmore, Danny & Permelia Trust Division	2	8/25/2025
15	Western Hills Subdivision	4	8/25/2025
16	Wyatt, Jason, Michael, & Madeleine Division	2	9/22/2025
17	Breeding, Ann Murphy Division	4	10/27/2025
18	Morris Hills Division (formerly Johnny Hammock)	12	11/24/2025
19	Highbury Phase III	9	12/22/2025
20	River Ranch at Cookeville Phase I	16	12/22/2025

- Final plats denied: *None*.
- Final plat extensions: *None*.
- Final plat revisions: *None*.
- Resubmittal of final plat: *None*.
- Preliminary plats: *two (2) containing 24 lots*.

	Preliminary Plat Name	Number of Lots	Date of Approval
1	Maple Heritage Homes Subdivision	12	3/24/2025
2	Watts Family Townhomes	12	6/23/2025

- Preliminary plat extensions: *17 approved containing 515 lots*.

	Plat Name	Number of Lots	Date of Approval
1	Hammock, Johnny Division	16	2/24/2025
2	Northpointe Preserve	5	3/24/2025
3	Calia Subdivision (formerly Frontier)	22	4/28/2025
4	Franklin Court	5	4/28/2025
5	Brook View Phase I	4	4/28/2025
6	Brook View Phase II	16	4/28/2025
7	River Ranch at Cookeville (formerly the Bungalows at Cookeville)	49	4/28/2025

8	Liberty Subdivision	68	5/19/2025
9	Turnberry Subdivision	61	7/28/2025
10	Hammock, Johnny Division	16	8/25/2025
11	Saxony Phase IV	123	8/25/2025
12	Conexus Park Subdivision	27	8/25/2025
13	Northpointe Preserve	4	9/22/2025
14	Calia Division	22	10/27/2025
15	Grand Cascades	23	10/27/2025
16	Franklin Court	5	10/27/2025
17	River Ranch	49	10/27/2025

- Revised preliminary plats: *two (2) approved containing 75 lots.*

	Preliminary Plat Name	Number of Lots	Date of Approval
1	Nelson Townhomes	10	1/27/2025
2	Maple Heritage Homes Subdivision	14	6/23/2025
3	Ashbury Farms Phase I	51	6/23/2025

- Preliminary Plats withdrawn: *Two (2)*
 - *West End Neighborhood, 10 lots located on Ealey Ave, Jake Hoot Dr, & Public Alley*
 - *Big Oak Tree Commons, 101 lots located on S Jefferson Ave & Old Sparta Rd*
- Preliminary Plats postponed: *none (0).*
- Minor plats: *46 containing 82 lots approved.*

	Minor Plat Name	Number of Lots	Date of Approval
1	Cada Combination Plat	1	1/27/2025
2	Lewis, James Division	1	1/27/2025
3	McKenzie & Crabtree Property final plat	4	1/27/2025
4	Perimeter Place Phase II Re-division of Lots 4 & 5	2	2/24/2025
5	Liberty 1 Lot Final Plat	1	2/24/2025
6	Mitchell, James Block A Lots 7-14, 32-40 & 58-66	2	3/24/2025
7	Polly Drive Division	1	3/24/2025
8	Windle Subdivision Final Plat	2	3/24/2025
9	Westbrook Farms Phase II Lots 1-3 Amendment	3	3/24/2025
10	Young & Metzgar Combination Plat	1	3/24/2025
11	Hawkins Crawford Division	1	3/24/2025
12	Wheeler, Trudy & Earl Combination Plat	1	4/28/2025
13	McCrary, Albert Property Tract #2 Division	3	4/28/2025
14	McKenzie & Crabtree Lots 1 & 4 Division	3	5/19/2025
15	Elliot Partners & Tier One Properties Lot Line Adjustment	1	6/23/2025

16	Waller – Cronk Lot Line Adjustment	2	6/23/2025
17	Neal Street LLC Development	2	7/28/2025
18	LDS Combination Plat	1	7/28/2025
19	City of Cookeville-CRMC Willow Ave Lot Line Revision	2	7/28/2025
20	Speedway Subdivision, Phase I, Re-division of Lot 2	2	7/28/2025
21	Highland Terrace Lots 1, 2, 13-15 Revision Plat	3	7/28/2025
22	Kensington Lots 29 & 30 Lot Line Revision	2	7/28/2025
23	Bowker Lot Line Adjustment	2	7/28/2025
24	Park West, Phase II Lots 134-136 Redivision	2	8/25/2025
25	Twin Lakes Lot	1	8/25/2025
26	Fansler-Fowler Lot Line Revision	2	8/25/2025
27	Wilson, C. E. Lot Line Revision #1-3, Block B, & Lot #1 & P/O Lot #2, Block 3 of the Freeze Addition	2	8/25/2025
28	Sweetland Property combination plat	2	8/25/2025
29	Shepherd Hill Rd 359 Final Plat	2	8/25/2025
30	Fowler Division on Winterhill Drive	3	8/25/2025
31	Villa, Felix Division	2	8/25/2025
32	Metts & Jermakowicz Lot Line Adjustment	2	9/22/2025
33	Darwin Park Lot Line Revision, Lots 3 & 4, Block C	2	9/22/2025
34	Cookeville RaceTrac Combination Plat	1	9/22/2025
35	Stewart Cemetery Final Plat	1	9/22/2025
36	Gaw Bros & Staley Lands Combination Plat	1	10/27/2025
37	RKB Group Lot Line Adjustment	2	10/27/2025
38	Gaw Bros & Staley Lands Combination Plat	1	10/27/2025
39	RKB Group Lot Line Adjustment	2	10/27/2025
40	South Jefferson Avenue 250 Properties	1	11/24/2025
41	Buckner Property on North Dixie Avenue	1	11/24/2025
42	Farley, Ann Lots 49-53 Revision	2	11/24/2025
43	Farley, Ann Lot 1 of Lots 49-53 Revision	2	11/24/2025
44	Wright Heirs Property Amended Plat Re-Subdivision	1	11/24/2025
45	Shelton Living Trust Combination Plat	1	12/22/2025
46	McCrary, Albert Division Tract #2 Revised Final Plat	3	12/22/2025

- Variance for a Flag Lot: *four (4) approved containing 11 lots.*
 - *Madewell & Springdale Lot Revisions, 4 lots on Springdale Dr & CC Camp Rd*
 - *J & S Construction Subdivision, 3 lots on Kenway St*
 - *Waverly East, 2 lots on S Walnut Ave*
 - *Wyatt, Jason, Michael, & Madeleine Division, 2 lots on N Dixie Ave*

- Resubmittal of preliminary plat: 7 approved containing 175 lots.

	Plat Name	Number of Lots	Date of Approval
1	Callie Square	5	3/24/2025
2	Ellington Subdivision, Phase II	5	4/28/2025
3	Emerald Forest Estates	73	5/19/2025
4	Creek Side	9	6/23/2025
5	Brook View Phase I	4	10/27/2025
6	Brook View Phase II	12	10/27/2025
7	Liberty Subdivision	67	11/24/2025

- RAO Redevelopment Concept Plan: *None*.
- PRD Concept Plan Denied: *None*.

c. Financial Guarantees, Warranties, Street Surfacing Fees

- Financial guarantees, totaling \$67,250 accepted.
- Financial guarantees, \$15,160.00 released.
- Financial guarantees, totaling \$468,225.24 currently held.
- Warranty of improvements, totaling \$20,000 accepted.
- Warranty of improvements, totaling \$90,000 currently held.
- Warranty of improvements, \$40,000 released
- Final street surfacing fees received: \$83,000.

d. Subdivision database maintained

D. Community Development

- Completed updates to Average Daily Traffic Count Map, map published on the Planning Department website.
- Updated Major Street Plan Map
- Updated Cookeville Regional Medical Center property map
- Completed updates to City Owned Property Map.
- Completed updates and maintenance of Planning Department section of Civic Plus website.
- Maintained and updated street closure database
- Coordinated with Upper Cumberland Human Resource Agency on public transportation routes
- Provided staff support to the Tree Board
- Attended four (4) meetings of the Tree Board.

1. GIS Activities

- Reconfigure replicas from utilities and county servers to better safeguard against future replica breaks.
- Update and maintain Planning Department GIS datasets, including billboards, zoning, streets, building footprints, City of Cookeville Corporate Limits, edge of pavement and sidewalks.
- Publish online maps from our local server to serve City employees and the general public.
- Provide Economic Development with web applications and paper maps upon request

- Administer ArcGIS online organizational account by managing user accounts and troubleshooting issues when they arise.
- Use Phantom 4 quadcopter to take aerial photos in preparation for Board of Zoning Appeals, City Council, Planning Commission and other meetings.
- Digitize features like street pavement, line striping and building footprints from aerial photographs on Google Maps.
- Continued implementation of data sharing agreement and a non-disclosure agreement to ensure a consistent product including AutoCAD, shapefiles and hard copy formats are delivered in a timely fashion to contractors, developers and government entities.
- Produce maps for seasonal events and other events that require road closures and emergency personnel presence.
- Renew three (3) year Enterprise License Agreement with ESRI (2023)
- Use Network Analyst to find best location for a potential fire station by analyzing the service locations and drive time to residences and businesses 1.5 miles from the potential location.
- Utilized ArcGIS Business Analyst to provide additional information for various projects.
- Provide finance department with taxable businesses in the city limits and locations of public housing.
- Export data collection for Codes department to use in a form auto fill application
- Rezoning of various properties.
- Update annual daily traffic map & database.
- Update subdivision plats database.
- Worked on Comp Plan Updates and Illustrations
- Assisted Leisure Services with grant maps, data collection apps, and web maps.
- Assisted Police Department with GIS troubleshooting, mapping, and other requests.
- Assisted other departments with data familiarization for newly hired GIS staff.
- Acquired, reviewed, and analyzed 2020 Census data as it pertains to the City of Cookeville's Urban Area delineation.
- Provide Public Works with Field Maps / Mobile Apps for data collection and mapping.
- Provide Meter Reading Staff with updated maps for efficient routing.
- Developed location tracking/mapping solutions for City of Cookeville vehicles to be integrated with our GIS data and mapping.
- Submitted Boundary and Annexation Survey (BAS) changes.
- Researched and developed the best method and provided assistance for consolidating GIS Databases for the Energy Department.
- Held GIS Day at the Leslie Town Center.

2. Assisted with various Economic Development Activities/Projects.

E. Planning Commission Training

- Completed four (4) hours of required annual training thru MTAS and/or the Tennessee Chapter of the American Planning Association (TAPA)

F. Department Staff

- The Departments of Codes and Planning along with the Economic Development arm of the City were combined into a new Department of Community Development.

IV. 2026 PROGRAM DESIGN

A. Comprehensive Plan

- Continue implementation of Cookeville 2030 Plan.
- Monitor, assist and review as required implementation of Major Street Plan, including the following projects:
 - South Jefferson Avenue widening
 - North Willow Avenue widening
 - East 10th Street Widening (Fisk Road to Highway 111)
- Continued work activities directed at updating the Cookeville 2030 Plan

B. Strategic Planning

- Update Street Inventory and Assessment as necessary.
- Submit Amendments to Official Street Map as necessary.
- Continue representation on Center Hill Rural Transportation Planning Organization.
- Prepare Studies, Plan of Services, Resolutions, and other materials necessary for any other Annexations.
- Complete annual and 6-month progress reports, and schedule Public Hearings for any uncompleted plan of services.
- Continue efforts to maintain and improve rating in FEMA's CRS Program.
- Assist with implementation of TDOT Multimodal Access Grant (State Route 24, Highway 70 sidewalks and N. Willow Ave (Highway 135) and W. 12th Street Sidewalks).
- Continue to assist with implementation of TDOT STBG projects
- Assist with street improvement projects on local streets and State Routes
- Work with West Side downtown property owners to establish West Side Historic District

C. Land Use Controls

- Continue adequate enforcement and administration of regulations.
- Prepare as necessary, amendments to Zoning Code
- Update Zoning Map to reflect 2023 amendments.
- Update Zoning Atlas as necessary.
- Maintain Inventory and Database of Billboards.
- Study parking requirements and determine need for a Zoning Code amendment.

D. Community Development Services

- Update and maintain Traffic Count Map.
- Update and maintain Map of City Owned Properties.
- Maintain and update Planning Department section on City of Cookeville website.
- Continue to provide Tree Board with staff support and assistance as needed.
- GIS Activities
- Continue development and maintenance of GIS system
- Assist with transition to ArcGIS Pro software

E. Planning Commission Training

- Complete the required four (4) hours of annual training.

Adopted this ___ day of _____ 2025.

Chairman, Cookeville Planning Commission

Date

Cookeville City Manager

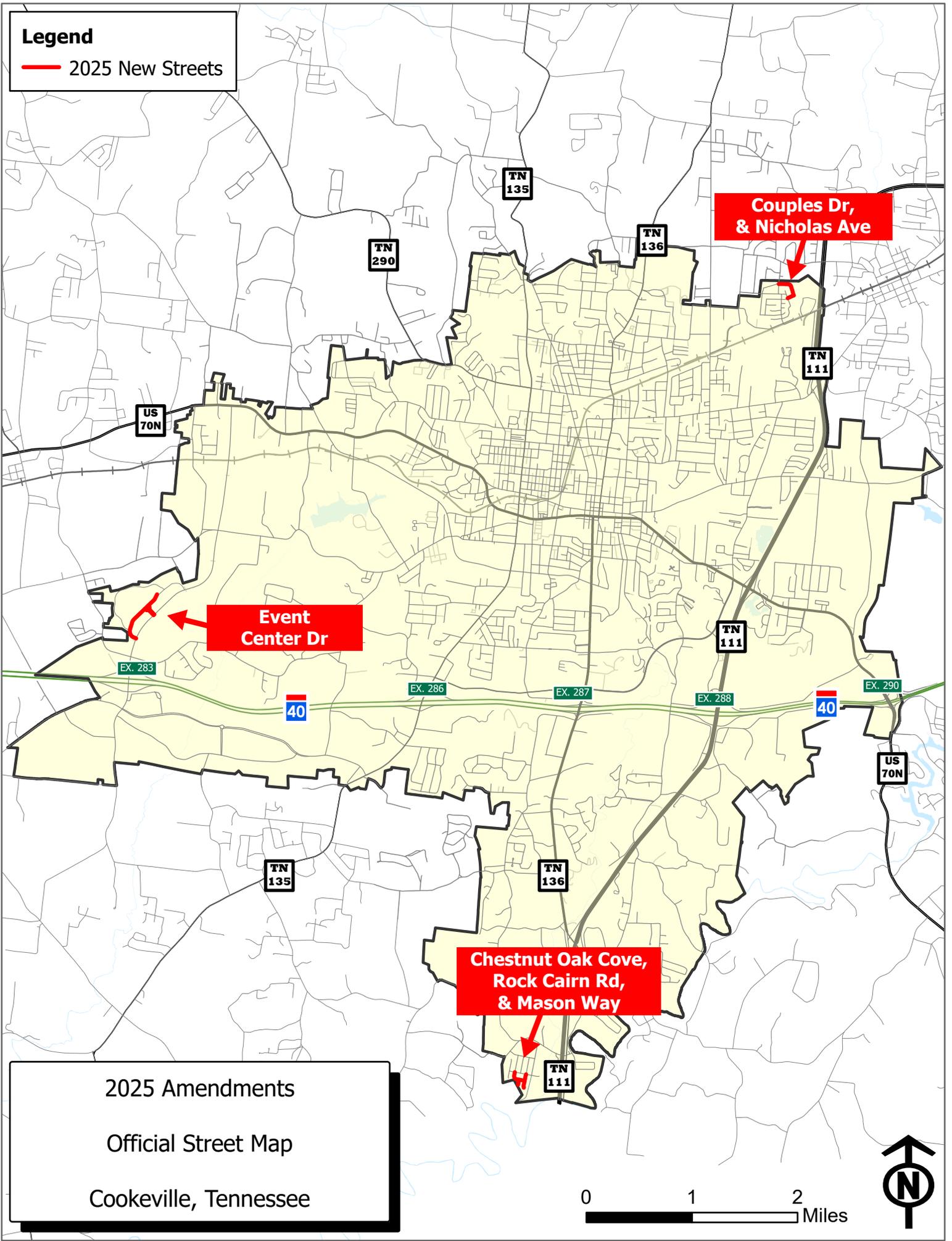
Date

Action Item 6

Consider for action amendments to the Official Street Map. Request submitted by Staff.

Legend

 2025 New Streets



Event Center Dr

Couples Dr, & Nicholas Ave

Chestnut Oak Cove, Rock Cairn Rd, & Mason Way

2025 Amendments
Official Street Map
Cookeville, Tennessee

0 1 2 Miles



Study Item 1

Consider for study rezoning property located at 69 Messenger Road (Tax Map 083, Parcel 080.18) from RS-10, "Single-Family Residential" to CG, "General Commercial." Request submitted by Ken Stone, on behalf of Preferred Properties.

APPLICATION FOR REZONING

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.

Location of Property to be Rezoned: 69 Messenger Rd

Tax Map Identification Number: 083 080.18

Existing Zoning: RS-10 Proposed Zoning: CG

Property Owner

**Person Making Request
(Authorized Agent*)**

Name: Preferred Properties

Name: Ken Stone

Address: 1571 Clemmons Rd

Address: 850 Providence Rd

Cookeville, TN 38501

Cookeville, TN

(City, State, Zip)

(City, State, Zip)

* 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.

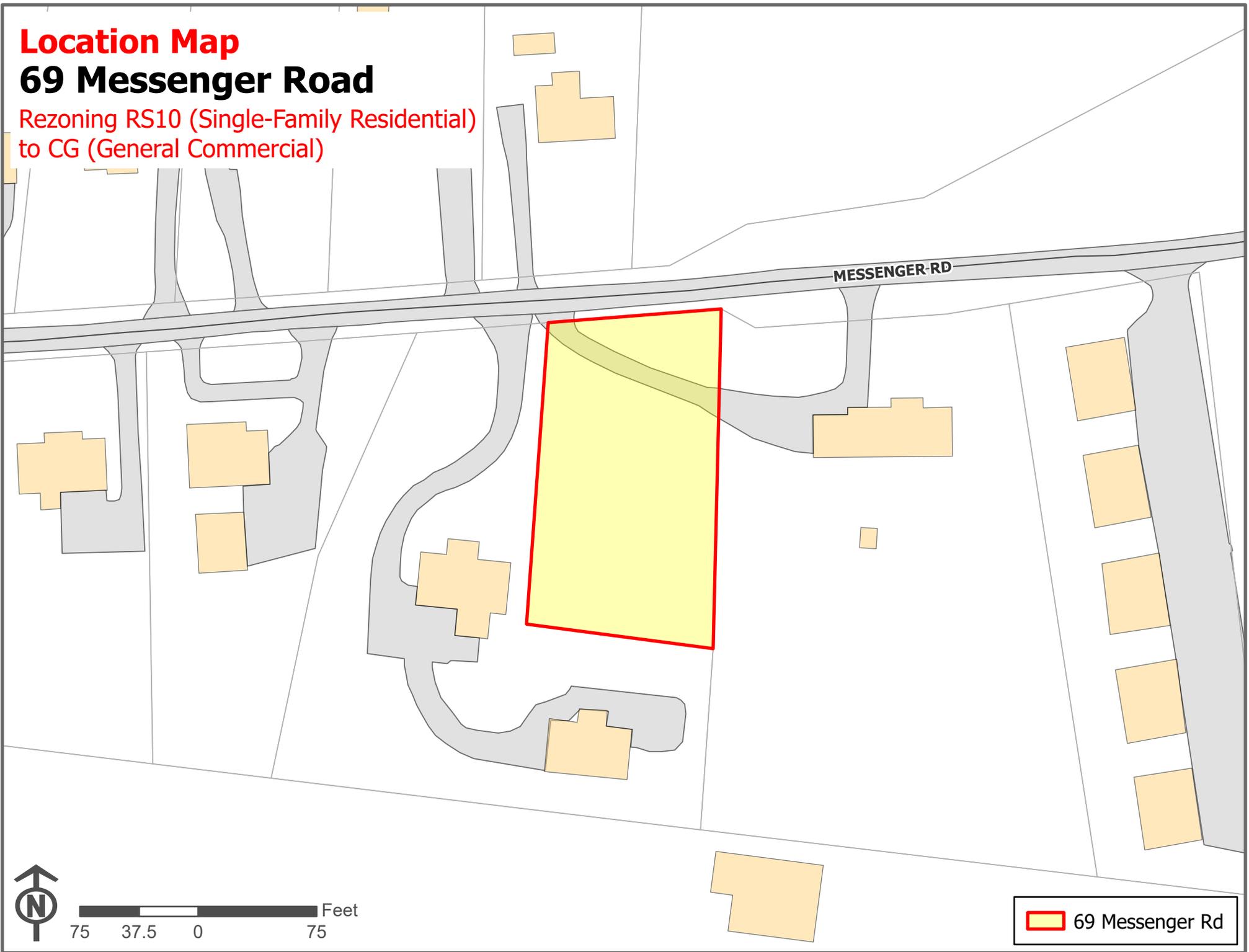
Reason for Requesting Rezoning:

Requesting rezoning from RS-10 to CG, Future Land Use designates property as best suited for lower-density residential AND Regional Commercial. Rezoning request to allow for town home development

Location Map

69 Messenger Road

Rezoning RS10 (Single-Family Residential)
to CG (General Commercial)



75 37.5 0 75 Feet

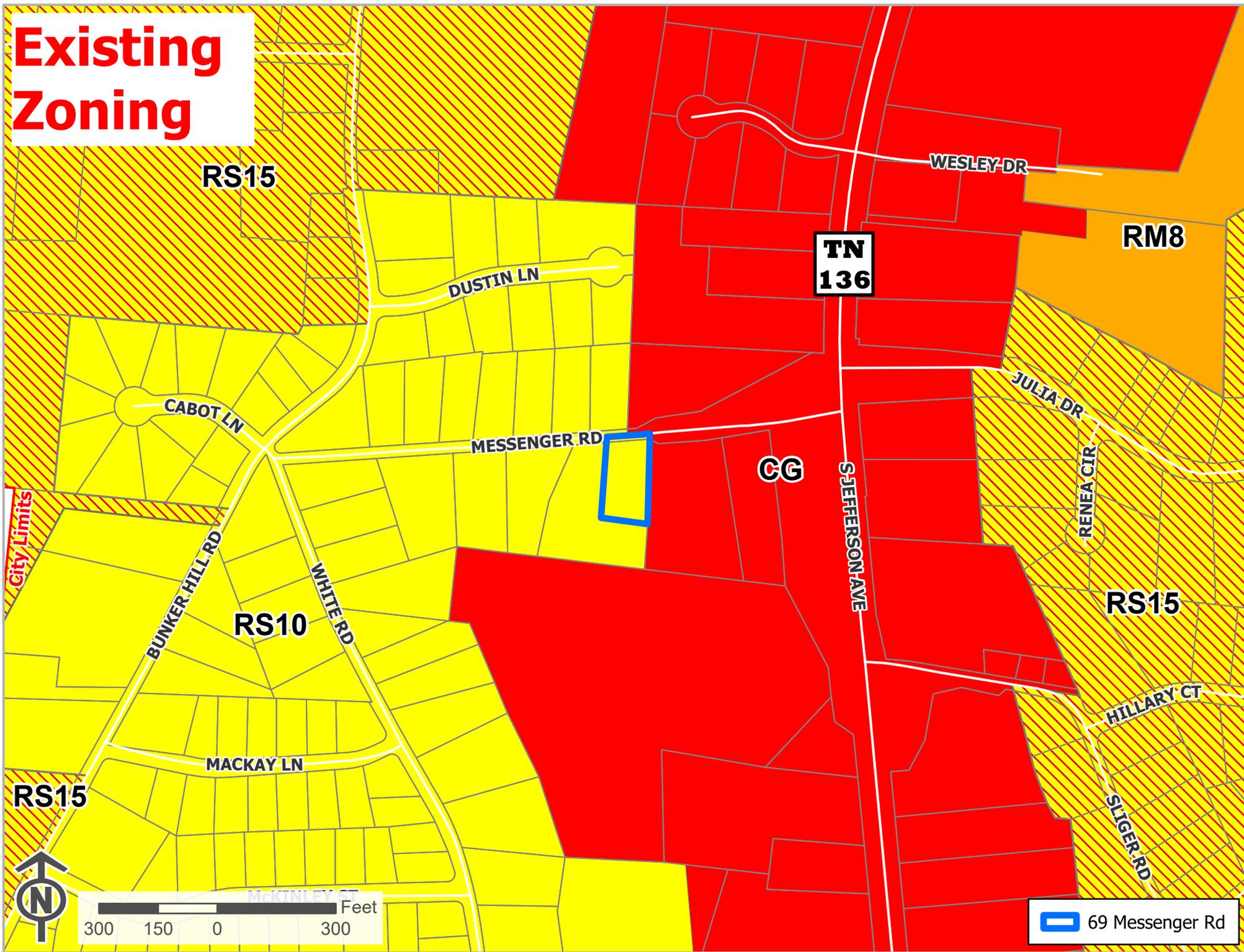
69 Messenger Rd

Aerial View
69 Messenger Rd

MESSENGER RD



Existing Zoning



Future Land Use

PUBLIC/SEMI-PUBLIC/INSTITUTIONAL

REGIONAL COMMERCIAL

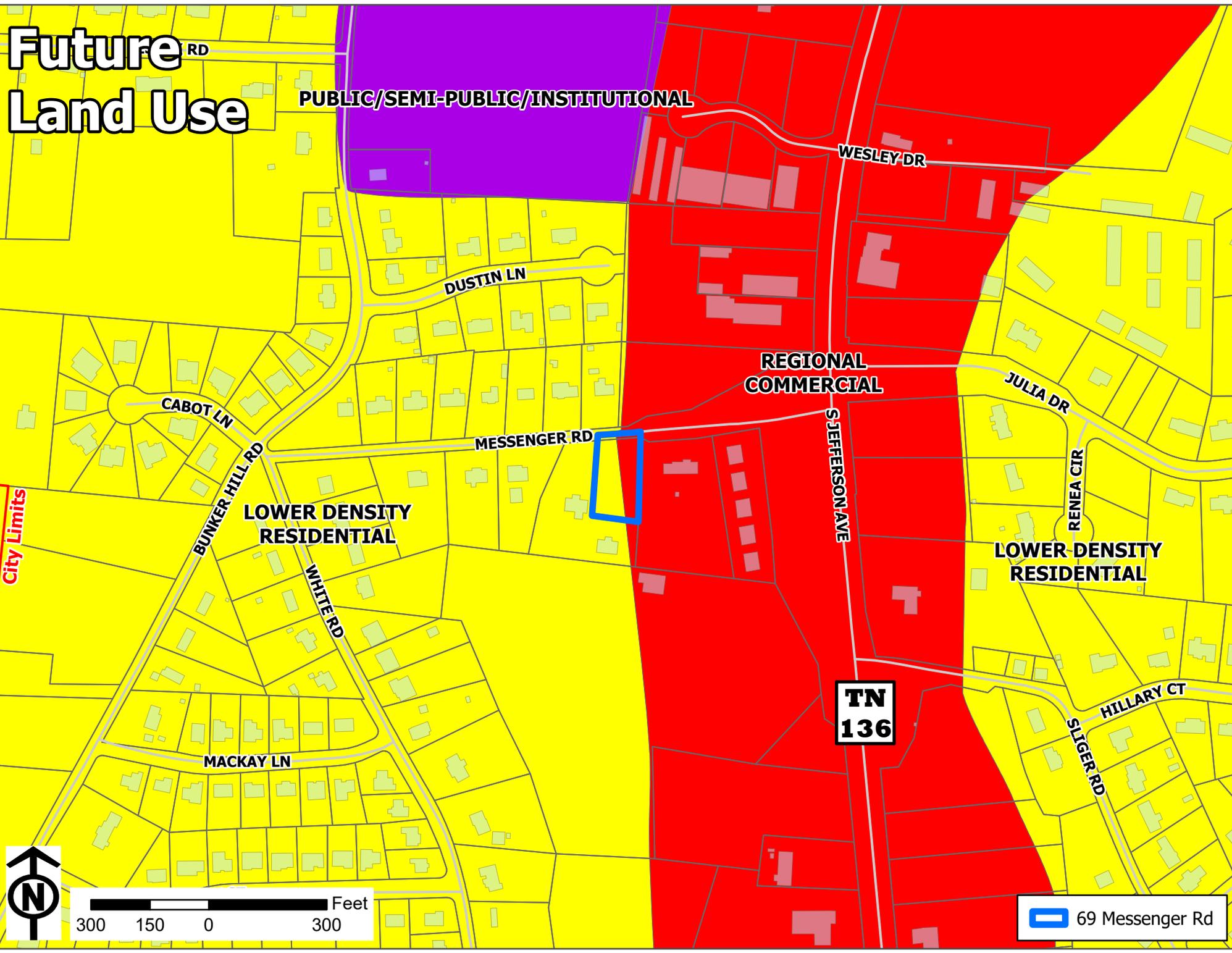
LOWER DENSITY RESIDENTIAL

LOWER DENSITY RESIDENTIAL

City Limits

TN 136

69 Messenger Rd



Study Item 2

Consider for study rezoning property located on Boyd Farris Road (Tax Map 083, Parcel 057.00) from CI, “Commercial-Industrial Mixed-Use” and RS-20, “Single-Family Residential) to RS-5, “Single-Family Residential. Request submitted by Stefan Claar, on behalf of Brian Hartbarger.

APPLICATION FOR REZONING

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.

Location of Property to be Rezoned: Boyd Farris Rd

Tax Map Identification Number: 083-057.00

Existing Zoning: CI & RS-20 Proposed Zoning: RS-5

Property Owner

**Person Making Request
(Authorized Agent*)**

Name: Brian Hartbarger

Name: Sefan Claar

Address: 807 4th Avenue

Address: 300 Letterman Rd

Parkersburg, IA 50665

Knoxville, TN 37919

(City, State, Zip)

(City, State, Zip)

* 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.

Reason for Requesting Rezoning:

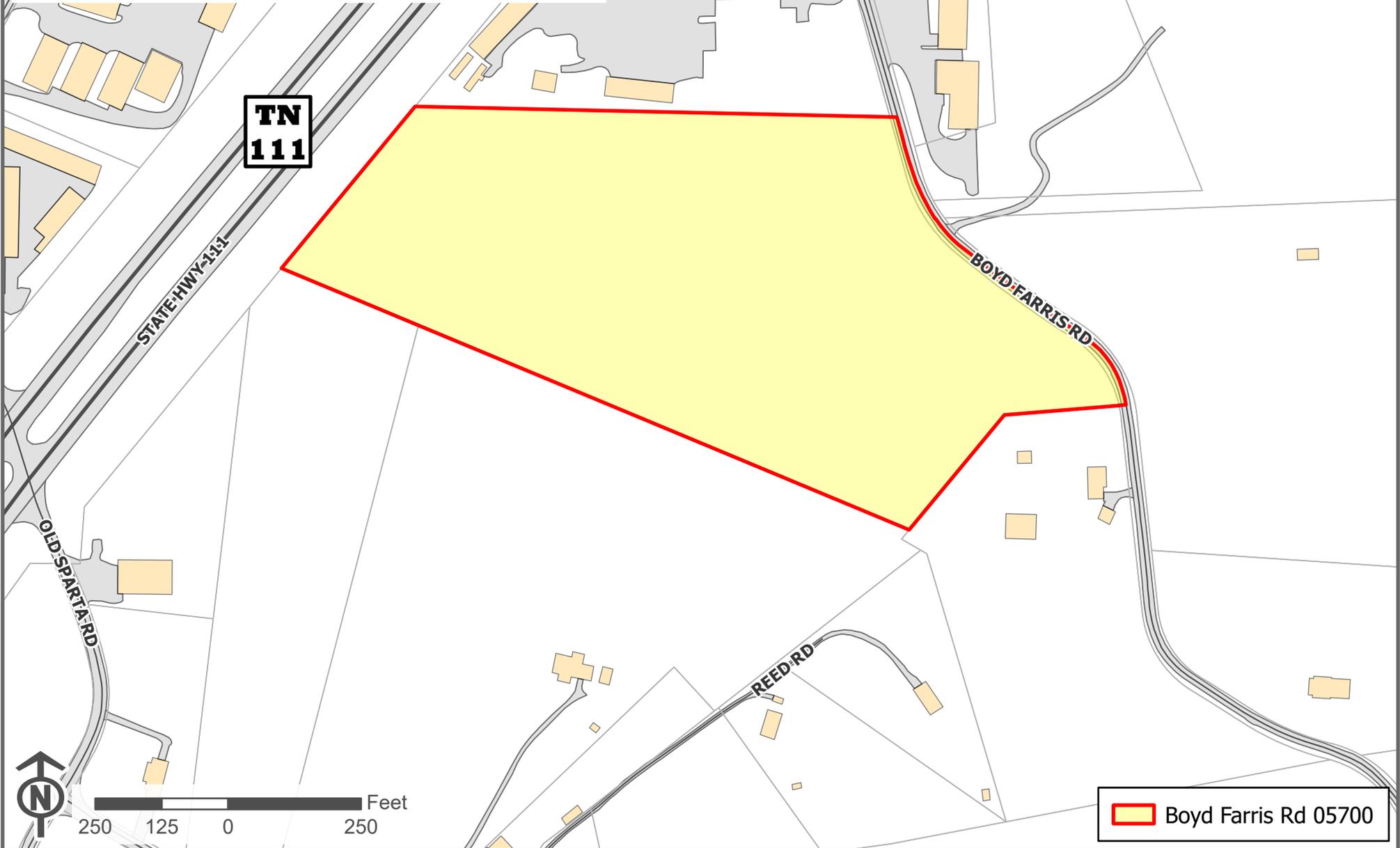
Requesting rezoning for the ability to develop a single-family home neighborhood that is fee simple for sale and contains one level ranch homes with attached garages.

*Sewer: We have received approval from COC for up to 40 homes and to exceed it is noted that 2,200 LF of low pressure forced main will need to be upgraded. We plan to perform this upgrade at our own cost and at the discretion of the City of Cookeville Utility.

Location Map

Boyd Farris Rd property

Rezoning CI (Commercial-Industrial Mixed-Use)
& RS20 (Single-Family Residential)
to RS5 (Single-Family Residential)



Aerial View
Boyd Farris Rd 05700

STATE HWY 111

STATE HWY 111

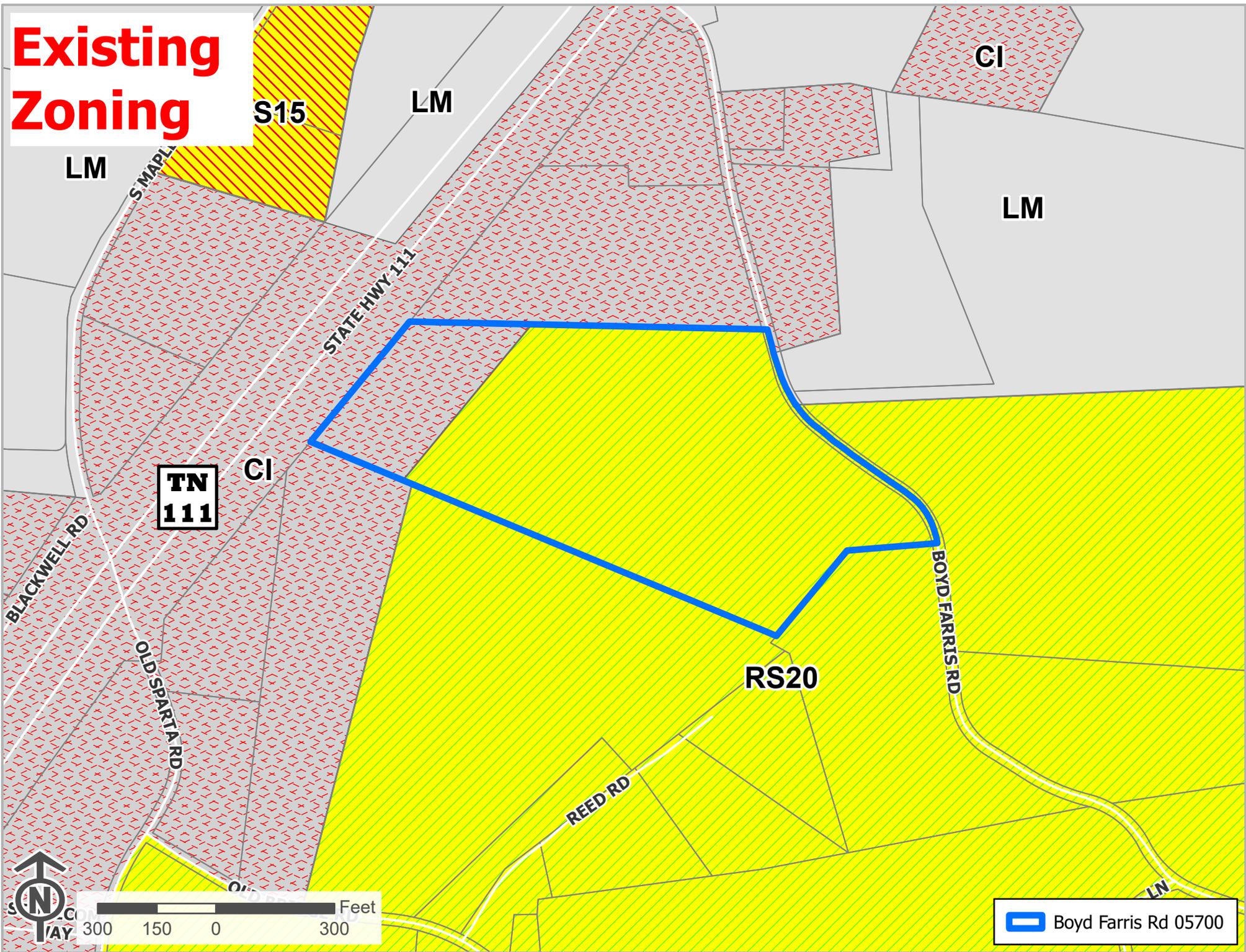
TN
111

BOYD FARRIS RD

REED RD



Existing Zoning



 Boyd Farris Rd 05700

Future Land Use

LOWER DENSITY RESIDENTIAL

TN
111

GENERAL INDUSTRIAL

MIXED USE -
COMMERCIAL/INDUSTRIAL

LOWER DENSITY RESIDENTIAL

S MAPLE LN

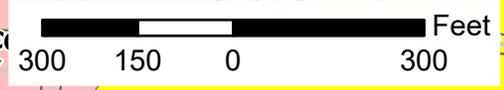
STATE HWY 111

BLACKWELL RD

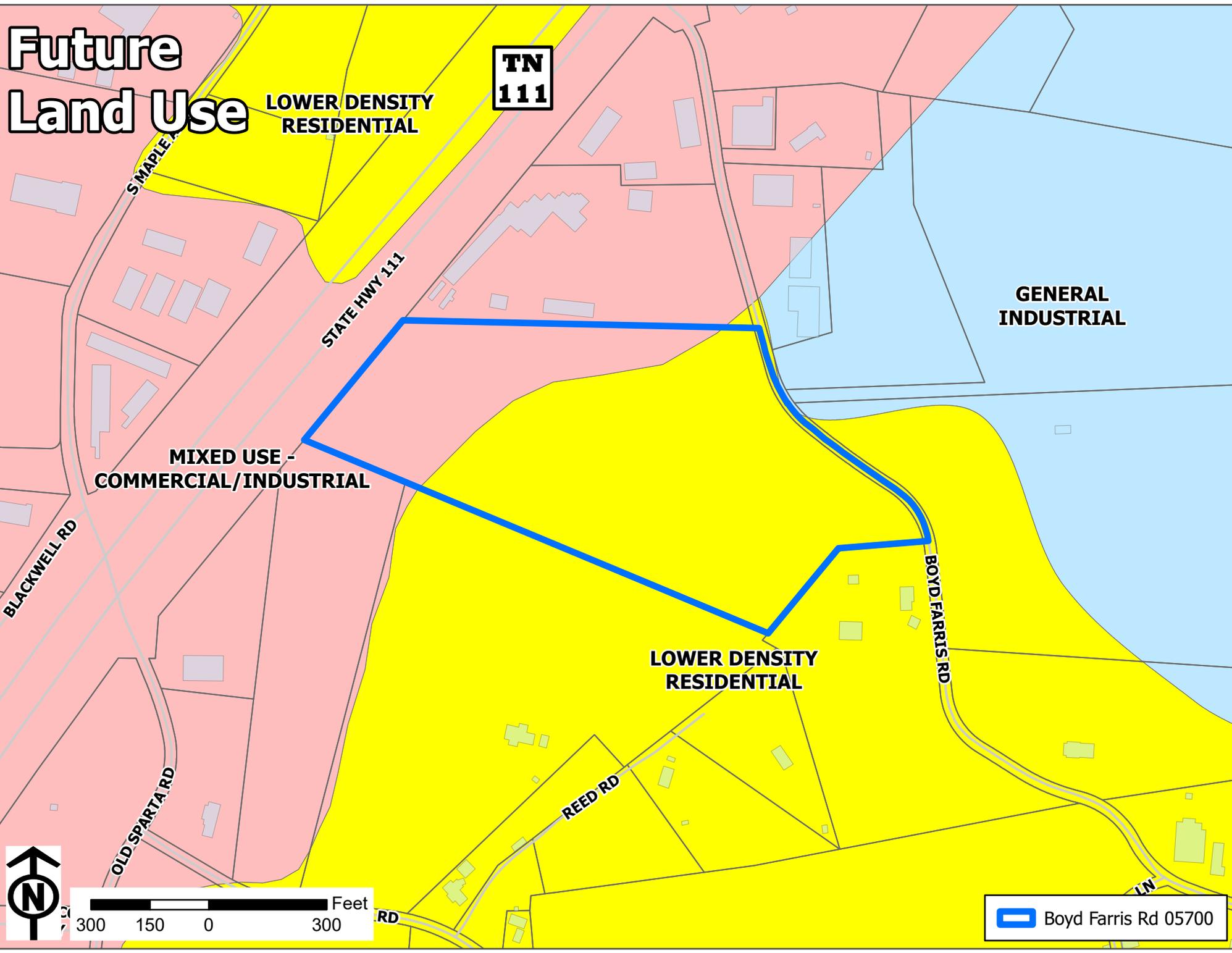
BOYD FARRIS RD

OLD SPARTA RD

REED RD



 Boyd Farris Rd 05700

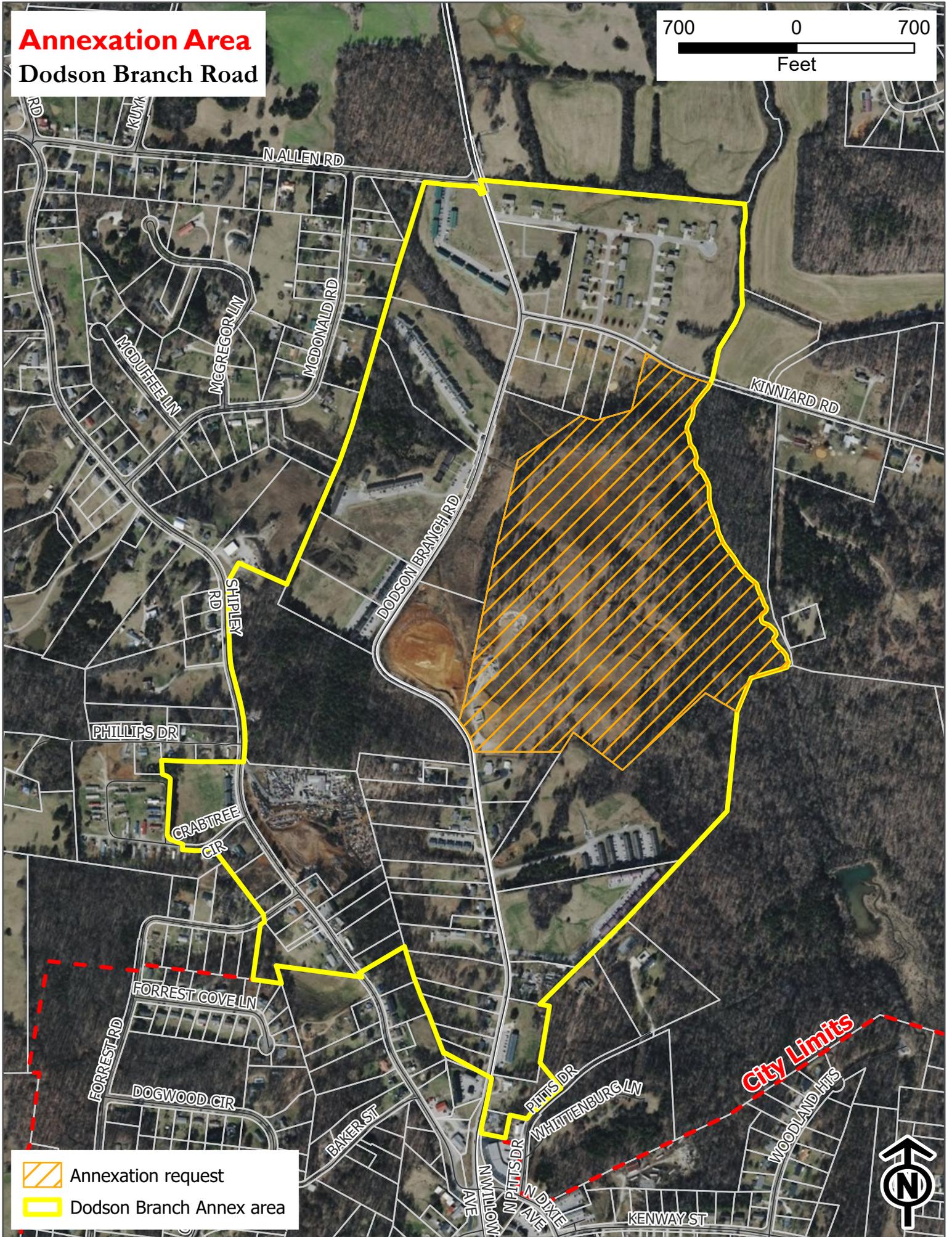
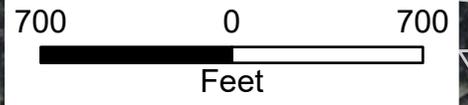


Study Item 3

Consider for study and schedule a public hearing for the February 23, 2026, Planning Commission Meeting, review and recommendation on the proposed Dodson Branch Road Annexation Plan of Services. Request submitted by Staff.

Annexation Area

Dodson Branch Road



-  Annexation request
-  Dodson Branch Annex area

PLAN OF SERVICES
DODSON BRANCH ANNEXATION AREA

Introduction

The City of Cookeville has received a petition requesting annexation from an owner of a property within the Urban Growth Boundary. A territory has been identified to annex the property requested for annexation, including adjacent properties contiguous with the City Limits. The purpose of this document is to present a Plan of Services for the territory. For identification purposes the territory has been designated as the Dodson Branch Annexation Area. This document was prepared by the Cookeville Community Development Department – Planning Division with consultation with applicable city departments.

Description of Area

The original area considered for annexation extends north from the current Cookeville corporate limits running along with Dodson Branch Road. The area consisted of a total of approximately 129.81 acres of land. At the present time, the proposed annexation area can be generally characterized as residential development with some undeveloped areas. Topographically the area can be described as level to gently rolling. There are identified sinkholes located in the area.

The study area included 25 parcels in their entirety comprising a total of approximately 129.81 acres. Located on these 25 parcels of land are 24 occupied single-family residential housing units and 116 multi-family housing units. Using the 2020 Census estimate of 2.25 persons per household indicates that the area contains approximately 315 persons. The estimated population results in an average density of 2.43 people per acre. Also located in the area is commercial structure which is currently identified as a body shop located along with a single-family residential unit. The area also included an estimated 1.71 acres of right-of-way from Dodson Branch Road.

An expanded annexation area included a total of 42 parcels in their entirety comprising a total of approximately 247.58 acres. Located on these 42 parcels of land are 30 single-family residential housing units and 327 multi-family housing units. Using the 2020 Census estimate of 2.25 persons per household indicates that the expanded area contains approximately 803 persons. The estimated population results in an average density of 3.24 people per acre. The expanded study area included an estimated 0.81 acres of right-of-way from Kinniard Road.

A third Revised Dodson Branch Annexation Area scenario included a total of 55 parcels in their entirety comprising a total of approximately 275.58 acres, including street rights-of-way. Located on these 55 parcels of land are 37 single-family residential housing units and 337 multi-family residential housing units. Using the 2020 Census estimate of 2.25 persons per household indicates that the revised annexation area contains approximately 842 persons. The estimated population results in an average density of 3.13 people per acre.

The third Revised Dodson Branch Annexation Area was proposed for study. This area also included an estimated 1,129 linear feet and 0.03 acres of right-of-way from Shipley Road and 256 linear feet and 0.006 acres of right-of-way from Forrest Road.

During the public hearing process, a property owner located adjacent to the proposed annexation area requested consideration to being included within the Dodson Branch Annexation Area. The final revised annexation area being considered for review and recommendation contains approximately 280.58 acres and includes additional right-of-way along Crabtree Circle.

Plan of Services

A. Police Protection

Patrolling, radio responses to calls, and other routine police services, using present personnel and equipment, will be provided upon the effective date of annexation.

B. Fire Protection

Fire protection by present personnel and equipment of the fire fighting force, within the limitations of available water supply and distances from existing fire stations; will be provided upon the effective date of annexation.

C. Water

Water service is currently provided to the annexation area by the City of Cookeville and will be provided at city rates upon the completion of annexation. Improvements to provide fire hydrants necessary to provide fire protection to the area are to be completed within 5 years after the effective date of annexation.

D. Sanitary Sewer

Sanitary sewer service will be provided to the annexation area by the City of Cookeville when economically feasible and based on the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits.

E. Solid Waste Collection and Disposal

The same regular refuse collection service now provided within the city shall be extended to the annexed area within sixty (60) days after the effective date of annexation.

F. Streets

Emergency maintenance of streets (repair of hazardous chuckholes, measures necessary for traffic flow, etc.) will begin on the effective date of annexation.

Routine maintenance, on the same basis as the present city, will begin in the annexed area on the effective date of annexation.

Reconstruction and resurfacing of streets, installation of storm drainage facilities, construction of curbs and gutters, and other major improvements will be accomplished under the current policies of the city.

Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need is established by appropriate study and traffic standards.

G. Inspection Services

All inspection services now provided by the city (building, plumbing, gas, housing, fire etc.) will begin on the effective date of annexation.

H. Planning and Zoning

The planning and zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City planning will thereafter encompass the annexed area. An Ordinance establishing zoning for the area shall be adopted following the referendum on annexation.

I. Recreational Facilities

Residents of the annexed area may use all existing recreational facilities, parks, etc. on the effective date of annexation. The same standards and policies now used in the present city will be followed in expanding the recreational programs and facilities in the enlarged city.

J. Electrical Service and Street Lighting

Electric service for domestic, commercial, and industrial use to the annexed area will continue to be provided by the Upper Cumberland Electric Membership Cooperative. The City of Cookeville will provide street lighting improvements within two years of annexation.

K. Natural Gas Service

Natural gas is provided by the City of Cookeville in the annexation area and is available. Natural Gas will be extended based on customer demand and when economically feasible.