

Cookeville Planning Commission
Minutes
February 28th, 2022

The Cookeville Planning Commission met on Monday, February 28th, 2022, at 5:30 p.m., in the Council Chambers, 45 E. Broad Street, Cookeville, Tennessee.

MEMBERS PRESENT: Jim Cobb, Chad Gilbert, Judy Jennings, Lauren Metts, Jim Stafne, Kay Starkweather, Eric Walker & Jim Woodford.

MEMBERS ABSENT: Leslie Sullins.

STAFF MEMBERS PRESENT: Jon Ward, Christopher Phillips, Ken Young & Haley Dickson.

STAFF MEMBERS ABSENT: James Mills.

OTHERS PRESENT: Donna & David King, Gary R. Young, Mitzi Medley, Justin Cumby, Mitch Copeland, Tim Davis, Brandy Irish, Kibby Davis, Brandon Coates, John DiCicco, Betsy Scarisbrick, Brant & LaTrisha Billen, Garry McNabb, Tony Baker, Mike & Pam Farris, Jeff Matthews, Elaina Morgan, Jason Matthews & Taylor Dillehay

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

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

CONSIDER FOR APPROVAL THE MINUTES OF JANUARY 24TH, 2022. Jim Cobb made the motion to approve the minutes of January 24th, 2022. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION SIX (6) MONTH EXTENSION OF THE PRELIMINARY PLAT OF NORTH RIDGE PHASE 1, 10 LOTS LOCATED AT NORTH DIXIE AVENUE & KENWAY STREET. REQUEST SUBMITTED BY BERNHARDT CONSTRUCTION. Jon Ward stated that Mr. Aaron Bernhardt has submitted for approval a six (6) month extension for the preliminary plat of North Ridge Phase I, a 10-lot single-family attached development located at North Dixie Avenue and Kenway Street. A proposal for a 19-lot single-family attached development submitted as North Ridge was taken for study by the Planning Commission at the May 20, 2019, meeting and was conditionally approved at the June 24, 2019, Planning Commission meeting. A six (6) month extension was approved at the June 22, 2020, Planning Commission meeting. A preliminary plat for North Ridge Phase I was conditionally approved at the February 22, 2021, Planning Commission meeting.

Analysis: As provided in Article II, Section D, Subsection 9 of the Subdivision Regulations, a six (6) month extension can be applied for by the developer and granted by the Planning Commission provided a \$50.00 fee is submitted with the request. The developer has submitted the fee along with a written request for an extension.

Recommendation: Approval of the request for a six (6) month extension of the preliminary plat subject to all conditions established by the Planning Commission on February 22, 2021.

Jim Stafne made the motion to approve the request submitted by staff. Jim Cobb seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION THE RESUBMITTAL OF THE PRELIMINARY PLAT OF KACIE AVENUE DIVISION, SIX LOTS LOCATED AT 621 WEST STEVENS STREET

(TAX MAP 053-I, GROUP A, PARCEL 012.00). REQUEST SUBMITTED BY ANDY MILTON ON BEHALF OF BOBBY & JOY CUNNINGHAM. Jon Ward stated that Mr. Andy Milton, on behalf of Bobby and Joy Cunningham has resubmitted the preliminary plat for Kacie Avenue Division, a six (6) lot single-family attached development located at 621 West Stevens Street. The Subdivision Regulations provide that up to two (2) six (6) month extensions of preliminary plat approval may be requested by the developer. The initial preliminary plat was conditionally approved by the Planning Commission on June 22, 2020. A six (6) month extension request was granted on June 28, 2021. The second six (6) month extension was not requested, and the preliminary plat expired.

Analysis: The subject property is identified as Tax Map 053I, Group A, Parcel 012.00 and contains approximately 0.31 acres. The property is zoned RM-14, “Multi-Family Residential” as are all adjacent properties. Section 216.3 of the Zoning Code stipulates single-family attached dwellings (townhouses) are allowed in the RM-14 zone as a use permitted on review subject to the submission of a plat in accordance with the Cookeville Subdivision Regulations.

The development consists of five (5) single-family attached building lots and the construction of a private street with four (4) foot wide interior sidewalks and installation of utilities. The remaining lot will be considered common area and is not a building lot.

All common areas, streets, sewer, and other infrastructure improvements are private and will be maintained via a Homeowner Association Agreement that will be required upon final plat recording. No portion of the subject property is in a Special Flood Hazard Area according to the Flood Insurance Rate Maps for the area, nor are there indications of Sinkhole Retention Areas according to the available GIS Data. There are no changes to the plat as previously approved in June 2020. The development is now under construction.

Recommendation: Conditional approval of the preliminary plat resubmission, subject to the original terms and conditions specified at the June 22, 2020, Planning Commission meeting.

Chad Gilbert made the motion to approve the request submitted by staff. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION THE PRELIMINARY PLAT FOR VICKERY SQUARE, 11 LOTS LOCATED AT EAST SPRING STREET, CROCKETT AVENUE & ELIZABETH AVENUE (TAX MAP 053-L, GROUP A, PARCELS 008.00, 009.00, 010.00 & 011.01). REQUEST SUBMITTED BY CAPITAL COMMUNITIES, LLC. Jon Ward stated that Mr. Donnie Suits with Capital Communities, LLC has submitted for approval a preliminary plat of Vickery Square, an 11-lot single-family attached development located on East Spring Street, Crockett Avenue, and Elizabeth Avenue.

Analysis: The subject property is identified as Tax Map 053L, Group A, Parcels 008.00, 009.00, 010.00, and 011.01 and contains approximately 1.40 acres. Parcels 008.00, 009.00, and 010.00 are zoned CL “Local Commercial” along East Spring Street and Parcel 011.01 is zoned RS-5 “Single-Family Residential.” The new construction will occur in the CL zone. Section 221.3A of the Zoning Code stipulates single-family attached dwellings (townhouses) are allowed in the CL zone as a use permitted on review, subject to the submission of a plat in accordance with the Cookeville Subdivision Regulations.

The development consists of 10 single-family attached building lots and installation of utilities. Lots 11 is the remaining common area and is not a building lot. A new five (5) foot wide ADA compliant

sidewalk is required to be constructed along all existing street frontage. All proposed sidewalks should be depicted on the plat.

A new private street is proposed as Vickery Drive to provide access from Crockett Avenue and Elizabeth Avenue. The developer must submit drainage and street construction plans to the Public Works Department. Public water will connect to the ten (10) inch water line located in the East Spring Street right-of-way. Private sewer will connect to the existing eight (8) inch gravity sewer main also located in the East Spring Street right-of-way. Sewer availability was approved in writing by Water Quality Control. The developer must submit state approved water plans to Water Quality Control for review and approval prior to construction. An existing fire hydrant is located to the north of the property across East Spring Street. All dwelling units will have 303D residential sprinkler system and the Fire Chief has stated an additional hydrant is not needed.

The developer has advised that Lauren Engineering is in the process of preparing all required engineering plans for the development including storm water drainage features after the plat is considered by the Planning Commission. The plat depicts carts will be used for trash pickup. This needs to be confirmed and the location and size of the trash cart pickup area needs to be confirmed with Public Works. The developer has confirmed that gas is requested for the development. The location of utilities must be confirmed by the Gas Department. All common areas, sewer, and other infrastructure improvements will be maintained by a Homeowner Association Agreement that will be required upon final plat recording. No portion of the subject property is in a Special Flood Hazard Area according to the Flood Insurance Rate Maps for the area; however, the property does have indications of Sinkhole Retention Areas according to the available GIS data. The developer submitted a sinkhole terrain study completed on July 1, 2020. The study indicated that the property did not contain any sinkhole features but drained by surface drainage to a culvert under East Hudgens Street. Upon evaluation of the submitted sinkhole terrain study by Public Works and consultation with Dr. Evan Hart with Tennessee Tech University, who developed the Sinkhole Report to establish the Sinkhole Retention Area (SRA) Zones, Public Works has concurred with the submitted findings.

Recommendation: Conditional approval of the preliminary plat subject to the following:

- Developer shall submit a street plan and profile with storm water, sewer, and sidewalk details to the Department of Public Works. Plan shall include a typical street section, subgrade, base width, and asphalt width
- Developer shall schedule a preconstruction review with the Planning Department in tandem with a site plan review with the Codes Department
- Plat shall be revised to depict all proposed sidewalks
- Location of required USPS CBU to be shown on the Final Plat
- Developer must submit state approved water plans to the Water Quality Control Department (WQC)
- Developer shall submit plans for the installation of underground electric per the Electric Department design requirements
- Developer shall provide all conduit for underground communications, CAD files, and electrical layout plan to Frontier Communications
- Developer shall provide all utility easements as required
- Completion of corrections or additions to the plat as determined necessary by the Planning Department and/or other appropriate city departments.

Jim Stafne made the motion to approve the request submitted by staff. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION A VARIANCE FOR A FLAG LOT AND FINAL PLAT OF THE KENNETH & CHASITY BRYANT DIVISION, TWO (2) LOTS LOCATED AT 199 LOCUST GROVE ROAD. REQUEST SUBMITTED BY KENNETH & CHASITY BRYANT.

Jon Ward stated that property owners Kenneth and Chastity Bryant have submitted a request for a variance to allow the creation of one (1) flag lot and a final plat of the Kenneth and Chasity Bryant Division final plat located at 199 Locust Grove Road.

Analysis: The subject property is identified as Tax Map 039, Parcel 219.00 and contains approximately 4.83 acres. The property is zoned RS-20, "Single-Family Residential" as are the adjacent properties to the north, east, and south. The property is bordered by the corporate city limits to the west. The plat depicts one (1) single-family dwelling located on Lot 1.

A flag lot is defined in the Subdivision Regulations as, "a lot which is accessed by a strip of land of a width less than the required street frontage and which is located behind another lot which meets the required street frontage." Article X, Section G of the Subdivision Regulations specifies that flag lots shall be permitted only for existing lots of record and upon the approval of a variance by the Planning Commission subject to the following conditions:

- a. The parcel of land proposed for subdivision to include a flag lot shall have depth to width ratio exceeding 2:1.
- b. No access strip shall be less than 25 feet in width for its entire length.
- c. The access strip shall provide access for only one lot and shall be deeded and platted as a part of the building site. No building or structure shall be in the access strip.
- d. The access strip shall not exceed 500 feet in length and no more than two access strips shall be located side-by-side.
- e. The point where the access strip abuts the public street shall be safe for vehicular ingress and egress as far as visibility and grade are concerned since, unlike conventional lots, flag lots have no other alternatives for driveway locations.
- f. All required building setbacks shall apply and be measured from the boundaries of the portion of the lot excluding the access strip.
- g. The developer shall restrict the flag lot from further subdivision unless a street meeting all requirements, including right-of-way, is constructed. Said restriction shall be placed on the Final Plat.

In no case shall a flag lot be used to avoid constructing a street to the required standards.

The property is served by an existing six (6) inch water line located in the Locust Grove Road right-of-way. In addition, there is an existing fire hydrant located approximately 175' to the south of the property. Public sewer is not available in the area. An existing septic system area is depicted on Lot 1 of the plat that serves the existing house. Lot 2 is under evaluation for a separate septic system to serve the new building lot. Right-of-way dedication of 2,362 square feet is depicted on the plat. Current GIS data indicates that no portion of the subject property is located within a Special Flood Hazard Area and no area of the property is in a Sinkhole Retention Area. Water Quality Control and the Gas Department have requested a ten (10) foot easement along the street frontage for utility access.

Recommendation: It is the opinion of the Planning Staff that the petitioner has met the criteria for a flag lot and therefore recommends that the variance be granted. Planning Staff recommends conditional approval of the final plat subject to approval by TDEC for a septic system on Lot 2 and any additions and/or corrections as required by the Planning Department and/or other city departments.

Kay Starkweather made the motion to approve the request submitted by staff. Jim Stafne seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION THE REZONING OF A PORTION OF A PARCEL LOCATED ON EAST SPRING STREET (TAX MAP 053L, GROUP C, PARCEL 017.01) FROM RM-14 (MULTI-FAMILY RESIDENTIAL) TO CL (LOCAL COMMERCIAL). REQUEST SUBMITTED BY GARRY MCNABB. Jon Ward stated that Mr. Gary McNabb has submitted a request to rezone from RM-14, “Multi-Family Residential” to CL, “Local Commercial” a portion of his property located on East Spring Street.

Analysis: The subject property is identified as Tax Map 053L, Group C, Parcel 017.01 and contains approximately 8.90 acres. The property is currently split zoned RM-14, “Multi-Family Residential,” and CL, “Local Commercial.” The entire rezoning area consists of approximately 4.3 acres. The property is bordered by CL, “Local Commercial” to the east, south, and west and by RM-14, “Multi-Family Residential” to the east, north, and west. The property is bordered to the east by an area owned by the Morningside Assisted Living Facility, which includes a reserve strip on the west side of the private access street, Living Hope Road. The application was submitted to create consistent setbacks on the property to allow for future residential development.

The rezoning request is to have the entirety of the property zoned CL, “Local Commercial.” The RM-14 District is intended to provide a high-density multi-family residential environment in areas where public sewer is available. A minimum site of two (2) acres is required for any development within the district. The CL District is intended for small and moderate sized offices, personal and business services, and general retail businesses serving the general population. Various types of residential uses are also permitted in the CL District.

The setback requirements for the RM-14 District and the CL District vary. Rezoning the entire property to CL will establish consistent setbacks along the east and west sides and the north of the property. Setbacks for residential development in the CL District consists of a ten (10) feet rear setback, fifty (50) feet front setback, and ten (10) feet side setbacks for residential development.

The Future Land Use Concept Plan element of the Cookeville 2030 Plan depicts this area as best suited for Local Commercial development and Higher-Density Residential development. The CL District is compliant with the Future Land Use Plan. The rezoning would extend the CL District across the entirety of the property and establish consistent setbacks for the property.

Recommendation: Approval of the rezoning request.

Jim Cobb made the motion to approve the request submitted by staff. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION THE REZONING OF 5411 LOVELADY ROAD (TAX MAP 096, PARCEL 069.00) FROM RS-20 (SINGLE-FAMILY RESIDENTIAL) TO RS-5 (SINGLE-FAMILY RESIDENTIAL). REQUEST SUBMITTED BY TITAN DEVELOPMENT ON BEHALF OF JAMES WRIGHT. Jon Ward stated that Titan Development, on behalf of property

owner James Wright, has submitted a request to rezone from RS-20 “Single-Family Residential” to RS-5 “Single-Family Residential” the property located at 5411 Lovelady Road.

Analysis: The subject property is identified as Tax Map 096, Parcel 069.00 and contains approximately 107 acres. The property is currently zoned RS-20, “Single-Family Residential.” The property is bordered by the corporate city limits to the south and west and RS-20 “Single-Family Residential” to the west, north, and east. The rezoning application was submitted to allow for higher density residential development.

The RS-20 District is intended to provide a low-density single-family residential environment in areas where public wastewater services are or are not available. A minimum land area of 20,000 square feet per dwelling unit is required. The RS-5 District is intended to provide a moderate-density single-family residential environment in areas where public sewer is available, with a minimum land area requirement of 5,000 square feet per dwelling unit.

The Future Land Use Concept element of the Cookeville 2030 Plan depicts this area as best suited for Lower-Density Residential development. The RS-5 District, consisting of primarily single-family detached development has been interpreted as compliant with the Land Use classification. The current City limits consists of approximately 22,964 acres. The single-family residential districts, specifically the RS-20, RS-15, RS-10, and RS-5 Districts consists of 13,672 acres. Of the current acreage, the RS-5 District represents 343 acres or 2.51 percent of the single-family zoning districts. Rezoning this property would increase the percentage of the RS-5 area to approximately 450 acres, or 3.29 percent of the single-family residential districts.

The subject property has approximately 564 feet of street frontage on Lovelady Road and an additional 50-foot access point on South Lovelady Road. Lovelady Road is classified as a Minor Collector Street and South Lovelady Road is classified as a Local Street. Traffic counts from February 2022 on Lovelady Road just east of the property provide an Annual Average Daily Traffic (AADT) count of 537 vehicles per day. Crash data was compiled for the last five (5) years by the Cookeville Police Department for Lovelady Road adjacent to the subject property, including January and February of 2022. Since 2017, a total of six (6) crashes have taken place in the vicinity of the subject property on Lovelady Road. Three (3) of the six (6) crashes were single-vehicle crashes. One (1) crash resulted in an injury, which was also a single-vehicle accident. The existing streets were evaluated by Public Works, and Public Works has provided the opinion that the current street conditions are acceptable to support single-family residential development. Also, Public Works states that accident data does not appear to be a problem. The property provides access to Bunker Hill Road to the west and north. South Jefferson Avenue can be accessed to the east that connects with Highway 111. These multiple ways of egress provide options for households in the development utilizing the existing street network.

Low-pressure sanitary sewer service is in the vicinity of the property as extended in a sewer project to serve the Old Sparta Road area. However, this sewer does not have capacity to serve the property. The developers are currently working with the Water Quality Control Department to extend sewer approximately 5,500 feet from the Hudgens Creek pump station on Bunker Hill Road to provide sewer service for the development. This area was annexed as part of the Southwest Annexation, approved by the City Council on May 1, 1997. The Plan of Services for this annexation area was approved by Resolution R91-04-10 on April 17, 1997. The Plan of Services specified that sewer service would be provided to the annexed area based on the same criteria used to determine the expansion of sewer service in the unserved portions of the community. A sewer extension to serve the subject property would also provide sewer to numerous other parcels on Bunker Hill Road and Lovelady Road through portions of the Rebecca Place/Bunker Hill Road and Bunker Hill Road/Lovelady Road annexation areas. The Plans

of Services for both of these annexation areas specified that sewer service would be provided within 20 years of annexation. Both annexations were effective in 2007, so sewer must be provided by 2027. No development will be approved until adequate sewer service is provided to the property.

The property is also significantly encumbered by the Pigeon Roost Creek floodplain along the eastern portion. The Planning Department estimates that approximately 23 acres of the property is included in floodplain. The property also includes three areas of Sinkhole Retention Areas and two US Fish and Wildlife identified wetlands. Approximately 25.6 acres of the subject property is encumbered with limiting natural factors. A sketch subdivision drawing was provided that depicted a total of 306 residential building lots at the RS-5 designation. Some additional lots will be reserved for amenities for the development and managed by a Homeowner's Association.

The Planning Department recognizes the RS-5 District as providing an option in housing that is a significantly small percentage of the overall area relegated to single-family residential development. The RS-5 District provides a single-family detached housing product with less property to maintain typically at a more affordable price point.

Recommendation: Approval of the rezoning request.

Justin Cumby, project developer, stated that he believes the proposed rezoning is a step towards affordable housing in Cookeville. The development will have houses priced \$375,000 to \$400,000 each with approximately 2,500 square feet. Mr. Cumby stated that at least 25 acres of the parcel are not able to be developed, therefore the RS-5 Zoning District is requested in order to have flexibility on lot size. The proposed development will have a HOA & many amenities. The development will require the installation of sewer lines and is sized for future growth.

Mitch Copeland, 239 Pigeon Roost Creek Road, lives in the general vicinity of the property and is a local realtor. Mr. Copeland recognizes the need for single-family housing. He feels as if project will be important to keep up with growth in Cookeville. Mr. Copeland stated that he has had four (4) calls from different people out of state in one (1) day looking for housing in Cookeville. He stated that the developer will help bring sewer to the area which in turn will increase property value.

Misty Medley, of 675 South Lovelady Road, is concerned about Pigeon Roost Creek & Hudgens Creek. Ms. Medley stated that Hudgens Creek drains into Willow Avenue & Pigeon Roost Creek drains all the way to up Neal Street. Drainage and sinkhole flooding maps show that drainage will flow into Hudgens Creek & Pigeon Roost Creek with any new development.

Randy Richards, 230 South Lovelady Road, stated that he has lived and worked in Cookeville since 1975. Mr. Richards would love to see Cookeville grow but is opposed to the rezoning of this property. He showed the Commission pictures from his back deck. Currently, Mr. Richards stated that he has privacy but if the development goes through, he will be staring at houses from his back yard instead. He stated that he knew that the property was zoned RS-20 when they moved into the neighborhood but was not expecting the property to be rezoned to higher-density.

Lauren Metts asked the audience if they would be satisfied with any RS-20 development and wouldn't mind larger lot development if no changes to zoning.

Mr. Richards stated that he would be in favor of RS-20 development since the property is already zoned for that density.

Chad Gilbert stated that the economics of bringing sewer to the area without density increase is not feasible.

Mr. Richards stated that he has built several houses and believes that a sewer system would be able to be installed with a smaller development.

Ms. Judy Jennings asked if Mr. Cumby has looked at the RS-10 zoning district.

Mr. Justin Cumby stated no due to too many lots being lost.

Mr. Gilbert asked how imposing will the new lots be on existing neighbors.

Mr. Cumby stated that lot sizes will vary from 6,000 to 11,000 square feet with a depth of 115 to 120 feet.

Mr. Tim Dias handed a petition of neighbors against the development to the Planning Commission. Mr. Dias stated that if the development was to be built, he would end up with 30 neighbors behind his property. He stated that he bought his property because of the surrounding lower density. He believes that higher density is designed to be near high development areas with high foot traffic. Mr. Dias stated that the traffic on Lovelady Road, Jefferson Avenue, & Old Sparta Road will increase due to a development being built at that intersection which will increase traffic by 500 to 800 cars. He understands that this property is not in the development stage, rather in the rezoning stage and understands the plan is conceptual right now and believes that more units could be built instead. With the 2030 Plan being updated, Mr. Dias thinks there will be more RS-5 development in more responsible areas and not in the furthest points of the city. Mr. Dias stated that drainage has been a big issue as his property collects the run-off water from his surrounding neighbors. He stated that the widening of Lovelady Road would be needed if the development is built.

Gary Young, of 200 South Lovelady Road, stated that he experiences water runoff and pays taxes for his property to be a floodplain. Mr. Young stated that because of water coming from the surrounding farms, Jefferson Avenue & surrounding areas that his property is exposed to more flooding than usual. He stated that South Jefferson Road is being torn apart and has called numerous times in order to get potholes filled.

Mr. Jim Woodford asked if the submitted plan would be deviated from once development begins.

Mr. Ward stated that the plan is conceptual, and the preliminary plat will have to be approved by the Planning Commission before any development begins.

Mr. Cumby stated that stormwater will be controlled through detention ponds and will follow City requirements that are in place after a plat is approved.

Mr. Ward stated that stormwater will have to be retained to city standards. The City has adopted stricter standards in order to help alleviate the previous issues with water retention.

Mr. Dias asked if a traffic study will be done.

Mr. Ward stated that the Planning Department has consulted with the Public Works Department to review the street network and didn't feel as if it was necessary at the rezoning stage.

David King, 220 S Lovelady, stated that he didn't plan on speaking but heard that the study on traffic counts on Lovelady Road was 500 cars a day and disagrees. He stated that the development alone will have at least 500 cars and will need to allot more cars for usual traffic. Mr. King stated that Highway 111 to South Jefferson Avenue is dangerous. He stated that more cars will increase traffic and the danger of the road and thinks the city needs a study for traffic control.

Mr. Woodford stated that Cookeville has seen unprecedented growth with steady & accelerated growth in the most recent years. When this area was annexed in 1997, farmland was brought in as

RS-20 and other uses were grandfathered in. Mr. Woodford stated that the growth has caused many infrastructure issues. He stated that some housing areas are at capacity with utilities. The current property is RS-20 with 100 acres and with the housing shortage, the city needs to be proactive. He stated that “too many” people is subjective, but the commission needs to look at the request as objective. He believes that every part of city is seeing growth, not just this area. He stated that this vote is a recommendation and will go on to be considered by the City Council.

Mr. Ward stated that the Planning Department presented traffic counts and accident data to the Public Works Department, and it is not of concern at this point.

Brandy Irish, 5301 Hidden Driveway, stated that she was almost hit at least three times this week alone. She stated that only half of the houses in the newest development down the street have been built and has already increased traffic with high speeds. Ms. Irish would like to see enforcement in her area.

Eric Walker stated that he sympathizes with the neighbors on this request and stated that higher zoning levels make the price point today worth development. Mr. Walker stated that with sewer and other expenses, the cost of housing goes up so higher density helps bring the cost down. He stated that growth is coming and asked how we could manage growth. Mr. Walker stated from his perspective, RS-5 has constraints and if this development happened out in the county, it would still be developed. He stated that the benefits with RS-5 are more helpful than detrimental. He stated that the city must address concerns with traffic flow and street improvements.

Chad Gilbert made the motion to approve the request submitted by staff. Eric Walker seconded the motion. The votes on the motion are as follows: Jim Cobb – aye, Chad Gilbert – aye, Judy Jennings – no, Lauren Metts – aye, Jim Stafne – aye, Kay Starkweather – no, & Eric Walker – aye. **APPROVED.**

CONSIDER FOR ACTION AMENDMENTS TO THE OFFICIAL STREET MAP. REQUEST SUBMITTED BY STAFF. Jon Ward stated that amendments to the Official Street Map are necessary due to the construction of seven (7) new streets and abandonment of a portion of one (1) street since 2021. Approximately 3,534 linear feet or 0.67 miles of streets are proposed for addition to the Official Street Map and a small portion of a city street was closed. The purpose of the Official Street Map is to depict the streets for which the City of Cookeville is responsible for maintenance and to reflect the official names of these streets.

Analysis: The recommended amendments are included in your information packet. Raelyn Court, Village Loop, Oak Grove Drive, Brook Hill Drive, Southside Drive, and Cabot Lane were constructed as part of new subdivision developments. Bobby Nichols Drive was extended within new development. Approximately 95 feet of Joff Drive was closed and declared as surplus property and purchased by the adjoining property owner.

Recommendation: Approval of amendments to the Official Street Map.

Kay Starkweather made the motion to approve the request submitted by staff. Jim Stafne seconded the motion and the motion carried unanimously. **APPROVED.**

CONSIDER FOR ACTION THE 2022 ANNUAL REPORT & PROGRAM DESIGN. REQUEST SUBMITTED BY STAFF. Jon Ward stated that the Planning Department has completed the 2022 Annual Report and Program Design. The purpose of this report is to review the activities of 2021 and to outline proposed activities for 2022.

Analysis: Some of the major tasks completed in 2021 included:

- Approved 51 plats, 15 final plats creating 150 lots (excluding minor plats approved by staff)
- Reviewed 35 site plans for various developments in the City
- Considered seven (7) rezoning requests, seven (7) approved
- Readopted and revised Cookeville Zoning Code Architectural Design Requirements
- Developed Subdivision Regulation amendment to require sidewalk installation for subdivisions along existing streets with access to public sewer that are located within 1,000 linear feet of an existing sidewalk
- Prepared CDBG Grant for sewer system improvements in the West End Area (Grant successfully awarded)
- Prepared TDOT Multimodal Grant for sidewalk improvements along East Spring Street (Grant successfully awarded)
- Continued to monitor and assist with TDOT projects including South Jefferson Avenue widening project.
- Continued work with UCHRA to replace and add new bus shelters for public transit routes
- Filled two (2) vacant positions for Planner and GIS Specialist

Some of the major work activities proposed for 2022 include:

- Continue work to update the Cookeville 2030 Plan
- Continue implementation of the Cookeville 2030 Plan
- Continue efforts to maintain and improve rating in FEMA's CRS Program
- Continue to assist with implementation of TDOT Multimodal Grants for installation of sidewalks (East Spring Street and North Willow Avenue/West 12th Street)
 - Prepare as necessary amendments to the Zoning Code
 - Continue communication with TDOT on expected transition to MPO
 - Continue to assist UCHRA with bus shelter project
 - Provide an analysis of current high-density single-family residential developments (townhomes, condominiums, and cluster developments); provide recommendations for any identified changes to the current standards

Recommendation: Approval of the 2022 Annual Report and Program Design.

Kay Starkweather made the motion to approve the request submitted by staff. Jim Stafne seconded the motion and the motion carried unanimously. **APPROVED.**

Study Items:

- (1) Consider for study the rezoning of 14 & 18 Hunter Avenue and 684 Broad Street (Tax Map 053-A, Group G, Parcels 005.00, 006.00 & 007.00) from RS-10 (Single-Family Residential) to CL (Local Commercial)
- (2) Consider for study the rezoning of 50 Scott Avenue, 31 & 61 South Oak Avenue, one parcel located on Scott Avenue, one parcel located on Scott Avenue and two parcels located on West Spring Street (Tax Map 053-G, Group F, Parcels 006.00, 007.00, 007.05, 011.00, 011.01, 013.00 & 014.00) from CL (Local Commercial) to CBD (Central Business District). Request submitted by Aaron Bernhardt on behalf of Elizabeth Fournet.

- (3) Consider for study the rezoning of 1100 South Willow Avenue (Tax Map 065 Parcel 098.00) from CG (General Commercial) to CR (Regional Commercial). Request submitted by Broad Street Properties.

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

Staff Reports:

(1) Minor Plats Approved & Recorded:

- Westco Subdivision Final Plat, one (1) lot located at 4676 Tennessee Avenue – Westco SRB, LLC
- Herrera, Guillermina Combo Plat, one (1) lot located at South Walnut Avenue, Foutch Drive & Clover Hill Drive – Guillermina Herrera
- Whitehead, Gerry Division Lots 1 & 2 Combination Plat, one (1) lot located on Whitson Avenue – Garry Whitehead
- Stroud R.O.W Dedication Final Plat, one (1) lot located on Browns Mill Road & Salem Road – Slade Stroud

(2) Water Quality Control Department Sewer Capacity Fees

Chad Gilbert made the motion to move the request from Water Quality Control from Staff Report to study submitted by staff. Kay Starkweather seconded the motion and the motion carried unanimously. **APPROVED.**

ADJOURNMENT: 7:35 P.M.

SUBMITTED FOR APPROVAL

SUBMITTED FOR RECORDING

Haley Dickson
Planning Assistant

Jim Woodford, Chairman
Cookeville Planning Commission