

MINUTES
MONTEAGLE REGIONAL PLANNING COMMISSION
OCTOBER 4, 2022
6:00 PM

PRESENT: **CHAIRMAN, MICHELLE RUSSELL**
 RICHARD BLACK
 JANET MILLER-SCHMIDT
 PETER BEASLEY
 ED PORVOST
 MARILYN RODMAN

ABSENT: **DORRAINE PARMLEY**

APPROVAL OF MINUTES

Mr. Richard Black made a motion to approve the minutes of September 15, 2022. Ms. Marilyn Rodman seconded the motion and it passed 6/0.

STAFF AND COMMUNITY REPORTS

Bear Den Subdivision – Combination of 2 lots – not approved yet

Maxwell Estates – Minor Subdivision A – Not approved yet

NEW BUSINESS

Building Permit Expiration Zoning Code Amendment – There was discussion on the permit time limit. There were several suggestions and this will be sent to MTAS for their recommendations then SETDD will do an ordinance.

Permitting Storage Facilities as Special Exceptions Use in C-3 – SETDD will put together an ordinance.

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Changing Zoning Ordinance requirements for paved parking lots only for site plans –Discussing conditions for allowing gravel parking lots – There was discussion and they decided not to change this.

Mr. Nate Wilson discussed water meters for ADU's. This will be discussed at the city council workshop as well as discussion for a building inspector.

There being no other business the meeting adjourned at 6:29 pm.

Respectfully submitted,



Chairman Michelle Russell



City Recorder Debbie Taylor

Monteagle Regional Planning Commission
Tuesday, October 4th, 2022, 6:00pm CST

Town Hall
24 Dixie Lee Avenue
Monteagle, TN 37356

Agenda

- Iva Michelle Russell, Chairman
- Richard Black, Vice-Chairman
- Janet Miller-Schmidt, Secretary
- Ed Provost Dorraine Parmley
- Peter Beasley Marilyn Rodman, Mayor

I. Call to Order

II. Approval of Previous Meeting Minutes

- A. September 15th, 2022

III. Staff and Community Reports

- A. Bear Den Subdivision – Combination of 2 lots
 - a. Not approved yet
- B. Maxwell Estates – Minor Subdivision A
 - a. Not approved yet

IV. Old Business

- A. None

V. New Business

- A. Building Permit Expiration Zoning Code Amendment (Nate Wilson)
- B. Permitting Storage Facilities as Special Exceptions Use in C-3
 - a. Discussing conditions for allowing
- C. Changing Zoning Ordinance requirement for paved parking lots only for site plans
 - a. Discussing conditions for allowing gravel parking lots

VI. Hearing of Persons Having Business Before the Commission

VII. Adjournment

Next Regularly Scheduled Meeting: November 1st, 2022

**Monteagle Regional Planning Commission
Tuesday, October 4th, 2022, 6:00pm CST**

*Town Hall
24 Dixie Lee Avenue
Monteagle, TN 37356*

Agenda

- Iva Michelle Russell, Chairman
- Richard Black, Vice-Chairman
- Janet Miller-Schmidt, Secretary
- Ed Provost Dorraine Parmley
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I. Call to Order

II. Approval of Previous Meeting Minutes

- A. September 15th, 2022

III. Staff and Community Reports

- A. Bear Den Subdivision – Combination of 2 lots
 - a. Not approved yet
- B. Maxwell Estates – Minor Subdivision A
 - a. Not approved yet

IV. Old Business

- A. None

V. New Business

- A. Building Permit Expiration Zoning Code Amendment (Nate Wilson)
- B. Permitting Storage Facilities as Special Exceptions Use in C-3
 - a. Discussing conditions for allowing
- C. Changing Zoning Ordinance requirement for paved parking lots only for site plans
 - a. Discussing conditions for allowing gravel parking lots

VI. Hearing of Persons Having Business Before the Commission

VII. Adjournment

Next Regularly Scheduled Meeting: November 1st, 2022

Monteagle Regional Planning Commission Meeting Minutes
Thursday, September 15, 2022 – 6:00 P.M. CST

Town Hall
24 Dixie Lee Avenue
Monteagle, TN 37356

- I. Call to Order
Chairman Iva Michelle Russell called the meeting to order at 6:03 P.M. Ms. Russell called the roll of the Commissioners. Richard Black, Vice-Chairman; Janet Miller-Schmidt, Secretary; Ed Provost; Dorraine Parmley; Peter Beasley; Marilyn Rodman, Mayor. All Present.
- II. Mr. Jim Waller made previous arrangements with Ms. Russell to have the floor for a video presentation for the first 15 minutes of the Planning Commission Meeting. Ms. Miller-Schmidt set a timer. Mr. Waller's presentation was about stopping pollution of Laurel Lake, the source of the City Water. When the timer went off, Ms. Russell asked Mr. Waller to stop his presentation. Mr. Waller asked if she wanted him to stop, she responded, "we had an agreement didn't we, Jim." Mr. Waller responded, "yes." The presentation was terminated.
- III. Approval of Previous Meeting Minutes
 1. Ms. Parmley made a motion, seconded by Mr. Black to approve the minutes of the August 2, 2022 Monteagle Regional Planning Commission as distributed. The motion was approved unanimously.
- IV. Staff and Community Reports
 - A. Dixie Lee Avenue (Dean Lay) – minor Subdivision B
 1. Anya Shalun, explained the subdivision of the property near Dixie Lee Avenue was done and in order and had been approved by the Southeastern Tennessee Development District.
 - B. Maxwell Estates – Minor Subdivision A
 1. Not approved yet by Southeastern Tennessee Development District.
- V. Old Business
 - A. Joint IDA-IES Model Lighting Ordinance
 1. Ms. Shalun explained she wants to discuss further with Alderman Wilson and the state regarding the ordinance. Ms. Miller-Schmidt made a motion to table the Ordinance, seconded by Mr. Provost. The motion carried.
- VI. New Business
 - A. Parcel 022G A 015.00 Rezoning Request (R-1 to C-2) (Brian Masterson)
 1. Ms. Shalun explained to the commissioners all of the property around and near the above-named property is zoned C-2. All of the neighboring property owners have been notified of Mr. Masterson's request to rezone this property. Mr. Masterson wants to build an RV and Boat Storage facility. Ms. Russell ask Mr. Tony Gilliam, if he had any thoughts or objections to Mr. Masterson's plan. He replied, "No objections." Mr. Gilliam said he would discuss with Rebecca Todd, a neighbor.
 2. Mr. Provost made a motion to recommend to the Town Council the Parcel 022G A 015.00 be rezoned from R-1 to C-2, seconded by Mr. Black. The motion carried unanimously.
 - B. Mountain Graphics site Plan (Jason Tate/John Childers) The plan has been pulled.
 - C. Accessory Dwelling Unit Ordinance
 1. All Commissioners have read the ordinance that was written after the special workshop meeting to discuss ADU's held September 15, 2022 t 12:30 P.M. in the Town Hall.
 2. Mr. Provost made a motion to recommend the ADU ordinance for approval to the Town Council, seconded by Ms. Miller-Schmidt. The motion carried unanimously.
- VII. Hearing of Person having Business Before the Commission
 - A. Mary Beth Best
 1. Given 3 minutes to speak. Mrs. Best explained she had spoken with Jennifer Innes at TDEC about whose responsible for the Storm Water. She said she was told it is the towns responsibility, She had contact on these dates concerning the storm water issues 8/1, 8/17 and 9/15. She expressed she was upset that the Mayor had responded to her concerns on Facebook rather than directly.
 - B. Nate Wilson
 1. Mr. Wilson an Alderman on the Town Council, said he had sent to Ms. Russell a recommendation to change an ordinance concerning building permits to add a sentence with a hard date to expire after 6 months if nothing has been done on the building site. Mr. Provost asked if the Vesting Law of the state would affect this change for local Building Permits. It would not.
 2. After some discussion, it was determined the whole ordinance, discussed by Mr. Wilson, would be brought to the Commission for the October 4, 2022 Monteagle Regional Planning Commission for further study. Mr. Provost asked if RBT had and extension, no response as Mr. Geary, code officer was not present. Mr. Wilson and Mr. Provost will confer with Ms. Shalun regarding the Building Permit Ordinance. Ms. Russell asked if anyone knew if the RBT was having a Supply issue. No one responded.
- VIII. Adjournment
 - A. Ms. Parmley made a motion to adjourn the meeting, seconded by Mr. Black. The motion carried. The meeting was adjourned at 6:38 P.M.
 - B. The next regular meeting of the Monteagle Regional Planning Commission will be held October 4th, 2022 at 6:00 P.M. Prior to the regular meeting there will be open workshop at 5:30 P.M. in the Town Hall.

Iva Michelle Russell, Chairman

Janet Miller-Schmidt, Secretary

From: [Nate Wilson](#)
To: [Annva Shalun](#)
Subject: Fwd: zoning code amendment
Date: Friday, September 16, 2022 11:38:39 AM

FYI

----- Forwarded message -----

From: Nate Wilson <diospyros42@gmail.com>
Date: Wed, Aug 17, 2022 at 5:02 PM
Subject: zoning code amendment
To: Mayor Rodman <rodmanmayor@benlomand.net>, Sam Elliott <selliott@gearhiserpeters.com>, iva <iva@ivamichellerussell.com>

Marilyn,

Per the recommendation of the codes review committee, I would like to recommend we amend the zoning ordinance to limit the number of times a building permit can be renewed without substantial progress to one. The current ordinance (section 1203) currently reads as follows:

**To
this end, the application for a building permit for excavation, construction, moving or alteration shall
be accompanied by a site plan approved by the planning commission, where required, or a sketch plan
showing sufficient detail to enable the enforcement officer to ascertain whether the proposed
excavation, construction, moving, or alteration is in conformance with this ordinance.
If the proposed excavation, construction, moving, or alteration as set forth in the application is in
conformity with the provisions of this ordinance, the zoning officer shall issue a building permit for
such excavation, construction, moving, or alteration. If an application for a building permit is not
approved, the enforcement officer shall state in writing on the application the cause for such
disapproval. Issuance of a permit shall in no case be construed as waiving any provisions of this
ordinance. Building permits shall be void after 6 months from the date of issuance unless
substantial
progress on the project has been made by that time.**

I would like to add some variation to the following language. : **The enforcement officer may extend a building permit for an additional 6 months at their discretion. If no substantial progress has been made on the project after 12 months, the building permit will be void and the project site or sketch plan must be updated and resubmitted to the planning commission prior to issuance of a new building permit.**

I think the recommendation from this change must originate from the planning commission, so I have cc'd the chair as well.

Storage Facilities

Self-Storage Facilities

A building or group of buildings that contain varying sizes of individual, compartmentalized, and controlled-access stalls or lockers for the dead storage of a customer's goods or wares, and from which no sales, service, or repair activities other than the rental of dead storage units are conducted.

INDUSTRIAL USES	C-1	C-2	C-3	I-1	R-1	R-2	R-3	R-4	I-D	Additional Requirements
General warehouses				•						
Hazardous and flammable materials sales and storage				•						Section 520
Heavy vehicle and equipment service facilities				•						
Industrial uses and services				•						
Junkyards				•						Section 522
Self-storage facilities		•		•						Section 532
Wrecker services				•						Section 542

532 Self-Storage Facilities

Self-storage facilities shall comply with all applicable general provisions of this zoning ordinance and the requirements of this section. Where there is a conflict with another regulation or dimensional requirement, the standard specified in this section shall control.

- A. Units shall not be used to house or conduct sales, service, or repair activities on the premises.
- B. Self-storage facilities abutting a residential district shall add 10 feet to the setback required by the base zoning district.
- C. Facilities with exterior units shall be access-controlled and enclosed by an approved security or screening fence as set forth in Section 715.
- D. In addition, a landscaped screen as outlined in Section 706 shall be planted on the exterior of the fence as to conceal the fence and the compound from public view.

Site Plan Parking Lot Requirements

612 Paving Requirements

Parking areas with 20 or more spaces shall be surfaced with a suitable paving material such as asphalt, concrete, brick, or specialty pavers; nonpermanent groundcover such as gravel, dirt, crushed stone, and grass shall not be permitted for such lots.

Things to Consider:

- Retail vs. industrial/commercial use? (Permit gravel lots for non-traffic generating businesses)
- Needs to be paved for ADA-compliance
- Needs paved transition to road to prevent gravel spread
- Permit gravel for C-2/C-3 for 20-spaces or less of non-major traffic generating businesses with proper gravel barrier to prevent erosion and spread of gravel.