

Hartsville/Trousdale Planning Commission

Regular Meeting

Meeting Minutes

Mar 9th, 2026 - 7:00 P.M. – Trousdale County Courthouse – 2nd Floor Courtroom

Present: John Kerr, David Thomas, AB Harper, David Nollner, Cal Welch, Mitch Gregory, Heather Bay, Rosalie Myhan, Amanda Harrington.
Absent: Amanda Carman, Katie Dillon
Others Present: Jim Carman, Ron Patel, Cody Joe Haynes, Craig Moreland, Amber Reyes

Roll Call

Chairman Kerr called the meeting to order at 7:05 P.M.

Approval of Minutes

Chairman Kerr asked for review of the Feb 9th, 2025, meeting. Cal Welch made a motion to approve the minutes David Nollner seconded the motion to approve the minutes as presented.

MOTION CARRIED

REZONING REQUEST – Applicants: Cody Joe Haynes and Trent Massen

Location: (map 019K Group B Parcel 019.02)

Rezone request for approximately 0.787 acres from C-1/I-1 to C-1

Mitch Gregory Recused himself as he was the previous owner of this property.

Presentation The applicants requested rezoning of approximately 0.787 acres located on Broadway from split zoning (C1 and I-1) to C1 zoning across the entire parcel. Mr. Haynes stated the purpose of the request is to develop the property with three commercial units at the front of the lot and four town homes at the rear. The design was described as compatible with the property size and layout.

Staff Report: Mrs. Myhan reviewed the zoning map and explained that the property currently contains two zoning designations. Staff noted that surrounding properties along Broadway are largely zoned C1, including nearby parcels near the intersection of Broadway and White Oak. She also indicated that C1 zoning would be consistent with nearby zoning patterns and the ongoing expansion of downtown commercial development. Mrs. Myhan also referenced the approved multimodal sidewalk project along Broadway extending toward McMurray Boulevard, noting the rezoning would align with anticipated corridor improvements.

Mrs. Harrington had nothing additional to add to this request.

Motion by Heather Bay to forward the Rezoning request to the County Commission with a favorable recommendation, seconded by David Thomas.

6 yes 0 No MOTION CARRIED

SITE PLAN REVIEW – Applicant: Ronak Patel

Location: 515 Hwy 25 W (Map 029 Parcel 004.01)

Request: Site Plan Review (Phase 1)

Acreage:5.06 acres

Presentation: Mr. Patel presented a request to amend a previously approved site plan. This would be noted as phase 1. The original approval included a 1,129 square foot building addition. The revised proposal increases the addition to approximately 1,373 square feet and references a future second phase that may include a 10,079 square foot building

Staff report: Mrs. Myhan and Mrs. Harrington reviewed the submitted site plan and identified several deficiencies that must be corrected before approval can be granted.

These are the required corrections that must be addressed:

- Topography: Provide five-foot topographic contour lines on the site plan.

- Labeling: Remove the “word proposed” labeling and clearly identify the previously approved 4,816 square foot building.
- Parking: Verify the total number of parking spaces (34 spaces are required).
- Landscaping: Provide parking lot landscaping equal to at least 10 percent of the parking area, in accordance with zoning requirements.
- Loading: Identify a designated off-street loading area.
- Setbacks: Correct the front and side setbacks to 30 feet, as required by the zoning ordinance.
- Lot Coverage: Provide total lot coverage calculations, ensuring the project remains within the 20 percent maximum coverage limit.

Staff recommended deferring the request until the applicant submits a revised plan addressing these issues.

Motion to defer until the applicant submits a revised plan with corrections made by David Thomas Seconded by Cal Welch **MOTION CARRIED**

SITE PLAN REVIEW – Applicant: Ronak Patel

Location: 515 Hwy 25 W (Map 029 Parcel 004.01)

Request: Site Plan Review (Phase 2)

Acreage: 5.06 acres

Mr. Patel also discussed a proposed future phase development, which may include a 10,079 square foot retail or commercial building located on the same property.

Staff Report: Mrs. Myhan Spoke about wanting to know the distance from septic field to the parking lot also the distance between the parking lot and existing underground fuel tank to the parking lot also the height of the retaining wall.

Mrs. Harrington advised that if both phases are intended for the same parcel, it would be beneficial to submit a single comprehensive site plan clearly showing both phases of development. This would allow staff and the Commission to verify parking requirements, setbacks, and other zoning compliance measures.

Staff identified several additional items required for review, including:

- Verification of adjacent property zoning
- Confirmation of 50 total required parking spaces
- Provision of 10 percent parking lot landscaping
- Identification of off-street loading and service areas
- Identification and details for on-site signage
- Adjustment of the front setback to 30 feet
- Calculation of total lot coverage (maximum 40 percent)
- Labeling of driveway width along Highway 231 North (maximum 35 feet)
- Labeling of driveway width for 90-degree parking aisles (maximum 25 feet)

Staff also noted that site plan approvals expire after three years if construction has not commenced.

A motion was made by David Thomas and seconded by David Nollner to defer review of the future phase site plan until a comprehensive site plan is submitted reflecting all required information. **MOTION CARRIED**

SITE PLAN REQUEST – Applicant: Craig Moreland

Location: Hwy 10 (Map 020 Parcel 024.02)

Acreage: 5.72 acres

Presentation: Jim Carman & Craig Moreland presented a proposal to construct a workshop facility used for maintenance and service of company vehicles and equipment. A future office component may be added to the site later. Jim stated that the site currently sits at approximately 490 feet in elevation, while the floodplain elevation is approximately 489 feet. The proposed development plan includes raising the

building pad above the floodplain elevation to meet floodplain requirements. Craig also stated that current outdoor equipment storage will be moved inside the building once construction is complete, and that site cleanup will occur as part of the development. Jim mentioned that Craig has built up the pad 1 foot above the floodplain, but they are happy to get the stormwater taken care of and they will be building out in each direction eventually coming straight off the road and it will all be level to the shop. Jim noted that the closest hydrant is 0.23 miles from the property

Staff Report: Mrs. Myhan noted they do have a bathroom on the plans asking if they already know what the soils will perk for she also asked if they will have ADA parking spots as required by our Ordinances, She addressed she will need the approvals for the septic, the plans for the office, the stormwater information from the engineer when they are ready to go forward with the permit process. Amanda stated that just receiving the plans at the meeting she will need to check the information against the check list in the Trousdale County Zoning Resolution. She notes that she sees that the drive width is 16 feet and that the drive meeting Hwy 10 will need to be noted on the Site Plan.

Staff noted that several items remain outstanding, including:

- Completion of soil percolation testing for septic system placement
- Submission of stormwater engineering documentation
- Verification of compliance with the site plan checklist outlined in the zoning resolution

Motion to defer was made by David Thomas seconded by Cal Welch until such time the information can be turned in & verified. 5 yes 1 no *Heather Bay* **MOTION CARRIED**

PRELIMINARY PLAT REQUEST – Applicant: Lewis Cass Beasley III

Location: 1275 Hwy 141 N (Map 007 Parcel 014.00)

Request: Sketch Plat/Major Subdivision of 7 Lots

Acreage 9.97 acres

Presentation: Jim Carman was present to speak about the request. He stated this will require a fire hydrant at the North end for lots 4 -7

Staff Report: Mrs. Myhan asked if the dates had been corrected on the Preliminary Plat. Jim Stated it was corrected in the certificate spot. Mr. Carman has made the Lines, lot frontage and length to width for the 5:1 Ratio or less very visible.

Mrs. Harrington stated that all three questions that she had asked have been addressed.

Staff respectfully recommend approval of the Plat.

Motion to Approve Preliminary Plat was made by Cal Welch by seconded by Mitch Gregory
MOTION CARRIED

FINAL PLAT REQUEST – Applicants: Barnes & Anderson

Request: Final Plat of approximately 6.65 ac of 11 Lots

Location: Herod Ln / Cemetery Ln

Zoning: R-2, within the Urban Services District

Presentation: Jim Carman was present to speak about the Final Plat.

Staff Report: Mrs. Myhan spoke about the last two times this Plat has been brought to Planning that it is noted where the locations of the Sewer going down Cemetery Ln/Herod Ln, the man holes there designated by the MH, the proposed Fire Hydrant located on Lot 1 and also on Lot 11 they already have some existing fire hydrants out there also that there will be fire suppression along Herod Ln.

Mrs. Harrington wanted to once again note for the record that per plat note number 5 due to slopes exceeding 15% that the owner has imposed a self-imposed restriction on those lots marking those lot unbuildable. This is a self-imposed restriction.

Staff respectfully recommends approval of the Final Plat.

Motion to Approve Sketch Plat was made by David Thomas seconded by Heather Bay.
6 yes 0 no **MOTION CARRIED**

FINAL PLAT REQUEST – Applicants: James Byrnes

Location: Stonehill Ln (Map 019M Group C Parcel 017.02)
Request: Final Plat Major Subdivision of 21 Lots
Acreage: 7.15 acres

Presentation: Jim was present to speak about this Final Plat noting this Subdivision has never been recorded stating he was waiting for them to come back to him to continue and no one came back he states it went through all 3 meetings, Sketch, Preliminary & Final receiving approval through each step.

Staff Report: Mrs. Myhan speaks about the history of this Subdivision noting that a road was never put in, utilities were never installed, water lines was not installed so they could not record this subdivision until all of the signatures have been obtained which means they would have been inspected, approved, and plat recorded. Mid Tenn Engineering received approval from Hartsville Water that the subdivision would have the infrastructure available. Mid-Tenn Engineering met with TDOT to obtain approval for the entrance. Mid Tenn Engineering has said that their plans are there for viewing but not for construction purposes so it will all have re-certified to make sure everything in that engineering design meets current TDOT regulations. The present owner and potential new owner are aware the TDOT and Engineering process will need to be updated.

Mrs. Harrington noted the corrections that need to be made.

1. Please correct the name of the plat in the Certificate of Approval of Water and Sewer Systems.
2. Please correct the PUDE to 20' (Subdivision Regulations, Article 4, Section 4-109).
3. Please place a legend with symbology on the plat, including labels for fire hydrants labeled appropriately.
4. 2-103.5 Public Improvements The planning commission may require that all public improvements be installed and dedicated prior to the signing of the final subdivision plat by the secretary of the planning commission. If the planning commission does not require that all public improvements be installed and dedicated prior to signing of the final subdivision plat, an adequate performance bond shall be approved. The amount of such bond shall be established by the planning commission based upon the recommendation of the appropriate government representative or by receipt of cost bids from two (2) or more independent contracting firms equal to the cost of all necessary improvements, plus an additional ten (10) percent to cover inflation shall be added. It is the subdivider's responsibility to furnish these estimates to the planning commission. Such bond shall be submitted by the applicant at the time of application for final subdivision plat approval. The planning commission shall require the applicant to indicate on the plat all public ways and improvements to be dedicated; all districts for water, fire, and utility improvements which shall be required to be established or extended; and any other special requirements deemed necessary by the planning commission in order for the subdivision plat to conform to the major street or road plan and the land development plan for the jurisdictional area.
5. Is the new street to be public or private? 4-103.104 Private Streets Where the ownership, control and maintenance of any street is proposed to remain in private ownership such streets shall be constructed to the design and construction standards for public ways as herein provided. A permanent access easement over such streets shall be provided to each and every parcel or lot which is to gain access therefrom. All such private improvements shall be maintained by the developer/owner or by a legally established homeowners' association or other similar group approved by the planning commission. The legal documents establishing ownership and maintenance of the easement shall be submitted with the final plat for review and approval and shall be recorded with the final plat.

6. All engineering and civil plans need to be recertified as they have expired since their last approval.

Recommendation: Staff respectfully recommend deferral of the final plat, given the incomplete nature of the submittal.

Motion to defer was made by David Thomas Seconded by David Nollner MOTION PASSED

Mrs. Myhan expressed her thanks to the members who were able to attend the recent training meeting.

As a reminder, all members are required to complete four hours of training per year. Next month, everyone will receive their training attendance records to help determine if anyone needs to make up any time to meet this requirement.

Adjourn

David Nollner made a motion to adjourn seconded by AB Harper

MOTION CARRIED