

**Minutes of the  
Eagleville Planning Commission  
Eagleville City Hall, Eagleville, TN  
Monday, June 2, 2025 – 6:30pm**

**1. CALL TO ORDER**

Chairman Derrick Lynch called the meeting to order at 6:30 p.m.

**2. ROLL CALL / DETERMINATION OF QUORUM**

City Clerk Katy Sanderson called the roll.

**PLANNING COMMISSION**

**PRESENT:**

Chairman Derrick Lynch  
Secretary Justin Bryant  
Councilman Chris Hendrix  
Commissioner Erik Hurter

**ABSENT:**

Commissioner Darren Shanks

**STAFF:**

Hellyn Riggins, City Manager/Planner

Katy Sanderson, City Clerk

**3. CITIZEN COMMENTS**

Mindy Trantham stated that she and her husband are gifting their daughter and daughter-in-law property to be closer to them and help take care of their farm, thus there us a request for a subdivision of their property on the agenda.

**4. MINUTES/OTHER BUSINESS**

**a. Approve or Deny Minutes of Planning Commission Meeting of May 5, 2025**

Councilman Chris Hendrix moved to approve the minutes.

Secretary Justin Bryant seconded the motion.

The **MOTION** passed 4-0.

**5. DESIGN REVIEW RECOMMENDATIONS**

**a. Review and Approve/Deny recommendation of Design Review Committee for sign at Nolo Medspa, 351 S. Main Street – Zoning C-2**

City Manager Hellyn Riggins stated that the Design Review Committee found that the sign design for the monument and wall was compliant with the regulations.

Secretary Bryant moved to approve recommendation from Design Review of the sign for Nolo Medspa.

Commissioner Erik Hurter seconded the motion.

The **MOTION** passed 4-0.

6. OLD BUSINESS

7. NEW BUSINESS

a. **Acknowledge for Record that the Business Nolo Spa is an Approved Use at 351 S. Main Street – Zoning C-2**

City Manager Hellyn Riggins stated that this was a matter of confirming that the Commission and property owner were all of like mind regarding the property use. When Dr. Welsh originally proposed the building, it was with the plan of having another medical use in the adjoining space. Aside from ensuring parking was sufficient, everything remains the same as what was originally approved for the site plan of the property.

Secretary Bryant moved to acknowledge that Nolo Medspa is a medical business and approved use at 351 S. Main Street.

Commissioner Hurter seconded the motion.

The **MOTION** passed 4-0.

b. **Review of Like for Like Business to be expanded into 138 N. Main Street – Zoning C1.**

City Manager Hellyn Riggins stated that Mr. Crosslin, the building owner, was unable to attend however provided a letter regarding his plan for use on the property. He will be expanding his retail lumber business into 138 N. Main which is currently the retail business of Revive Us Again. Mr. Crosslin has not decided if he will have a sign for the building but understands should he choose to install one, it will need to come before the Design Review Committee for approval.

Councilman Hendrix moved to approve the Like for Like use of business for 138 N. Main Street.

Commissioner Hurter seconded the motion.

The **MOTION** passed 4-0

c. **Review and Approve/Deny Final Plat, Trantham Subdivision, 889 Allisona Road, Map 143, Parcel 21.04 for a two-lot subdivision.**

City Manager Hellyn Riggins stated that the applicants are present and may speak if needed for clarification as she explains the application. She stated that the surveyor has been very easy to work with and she advised him not to make any further changes based on the staff notes until the Planning Commission had their say in order to avoid unnecessary cost. Once approved by the Commission, the applicant will present a final plat for Ms. Riggins and the city engineer to go over for approval. Ms. Riggins has asked the surveyor to note the setbacks on the plat. She has also requested more information regarding the plat before approval:

- Before a building permit is issued, the City must know how many bedrooms the site perks for on both lots.
- There needs to be a Base Flood Elevation (BFE) established due to the flood plain.
- Add the Federal Emergency Management Agency (FEMA) BFE line of 808 to be shown on the map.
- Add a note that any new driveway(s) connecting to Allisona Rd. must be approved by the City as well as Tennessee Department of Transportation (TDOT).
- Easement language for the shared driveway is needed.

Ms. Riggins stated that the city engineer, Will Owens, advised that when Tennessee Department of Environment and Conservation (TDEC) approves and signs the plat, it also means that Lot 2 will perk. Ms. Riggins shared that she is not comfortable with just assuming that is what TDEC means when they sign the plat so she has asked for specific confirmation as to the number of bedrooms Lot 2 will perk for.

Chairman Derrick Lynch shared that his only concern was making sure there was enough room on the property in case the original perk site failed

Councilman Hendrix moved to approve the plat subject to staff notes and that the plat won't be recorded until TDEC provides assurances that both the old site and new site perk for the number of bedrooms existing, and to be constructed.

Commissioner Hurter seconded the motion.

The **MOTION** passed 4-0.

## **8. CITY MANAGER/CITY PLANNER REPORT**

There was no report.

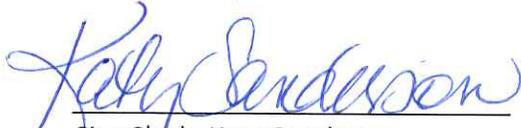
9. **ADJOURNMENT**

Chairman Lynch adjourned the meeting at 6:54 p.m.

Approved by:

  
\_\_\_\_\_  
Chairman Derrick Lynch

Submitted by:

  
\_\_\_\_\_  
City Clerk, Katy Sanderson

Date minutes were approved: 7/7/2025

Staff Notes (Planner)  
Final Plat Lot 1  
Trantham Subdivision  
No Date/Received May 1, 2025

1. These notes are by City Planner. City Engineer to also review.
2. Need letter from owner of property acknowledging request for subdivision.
3. To surveyor: Should this not be Lot 2?
4. Add setbacks to plat. F-35', S-15', R-20'. Plat shows rear at 25. That is fine with City but only 20 required.
5. Add frontage 100' minimum
6. Setbacks, lot size and frontage are all of single-family house not on STEP or sewer.
7. Label rear portion as only buildable area.
8. Planning cannot approve lot without knowing that it perks for at least one bedroom. Before building permit is issued, then city must know how many bedrooms land will perk.
9. Must also know that by cutting off this lot from main lot, main lot still perks for the number of existing bedrooms.
10. FEMA note to be approved by City's engineer. BFE will have to be established and approved.
11. Title block as wrong parcel number. Needs to be corrected.
12. Easement language for ingress/egress will need to be created for rear lot or new driveway shown on plan.