

**Minutes of the  
Eagleville Planning Commission  
Eagleville City Hall, Eagleville, TN  
Monday, September 8, 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 Darren Shanks

**ABSENT:**

Commissioner Erik Hurter

**STAFF:**

Hellyn Riggins, City Manager/Planner

Katy Sanderson, City Clerk

**GUESTS:**

Sandra Turner                      Jared Forst

**3. CITIZEN COMMENTS**

No comments

**4. MINUTES/OTHER BUSINESS**

**a. Approve or Deny Minutes of Planning Commission Meeting of August 4, 2025**

Councilman Chris Hendrix moved to approve the minutes from August 4, 2025.

Secretary Justin Bryant seconded the motion.

The **MOTION** passed 4-0.

**5. DESIGN REVIEW RECOMMENDATIONS**

No recommendations.

**6. OLD BUSINESS**

## 7. NEW BUSINESS

### a. **Approve or Deny Two Lot Subdivision Final Plat for Sandra Turner, 598 Allisona Road – Zoning R-1**

Chairman Derrick Lynch and Secretary Bryant explained that prior to submitting the plat for subdividing, Ms. Sandra Turner applied to have the lot rezoned. After much discussion at the previous meeting, it was suggested that by subdividing instead of rezoning it would be easier to meet the requirements.

City Manager Hellyn Riggins confirmed with Chairman Lynch that there is nothing on the plat regarding the connecting to the City sewer or soil tests. Ms. Riggins stated that the required signature block for the Tennessee Department Environmental Conservation (TDEC) to sign off on regarding the site perking for septic is not on the plat.

Ms. Turner stated that she does have the soil sample completed and in hand. Chairman Lynch stated the commission needed clarification that the perk site as well as the alternate site for each proposed tract be located on said plat. Ms. Turner stated that her septic tank and fill lines are behind the current house and not near the second proposed tract. Jared Forst, the proposed contractor for Ms. Turner, stated that the intention was not to connect to the City sewer but to have a septic tank for the proposed tract.

Ms. Turner submitted the plat that shows the soil test results.

Ms. Riggins explained that the soil test plat should be given to the surveyor to be superimposed on the plat to be submitted to the City. Once approved, the State will approve it by signing the signature block.

Chairman Lynch observed that a utility pole is marked on the plat to be moved however it does not match the plan from Middle Tennessee Electric (MTE) that has been submitted. The plan from MTE just shows the lines being moved and not the pole. The plat also does not show the power line easement. These may be errors by the surveyor.

Ms. Riggins clarified the power line requirements.

- The City requires any utilities to a new structure be run underground.
- The plat is showing power lines to be relocated that are currently above ground. If any lines are relocated, it falls under the new requirement for all utilities, once leaving the right of way, to be located underground. From the right of way to tract 2, the utilities would need to run underground. The established power line that is above ground is currently grandfathered in as it stands. If it must be moved, it will then need to be placed underground.

In the R-1 zone, the setbacks are 60 ft. on the front, 30 ft. on the sides and 25 ft. on the rear. Chairman Lynch stated that it was not the intent of the Commission for Ms. Turner to create a flag lot when they recommended subdividing her property versus rezoning. She stated it was done that way to get the minimum required 2 acres required for her to subdivide.

Ms. Riggins finds that the plat does not meet the intent of the zoning ordinance because it leaves half of the created lot unbuildable with the back setbacks overlapping. The tail on the back of the lot is 58 ft. wide and the required setbacks for both lots is 30 ft. so they overlap for 2 ft.. Ms. Riggins asked Ms. Turner what she envisioned being the use for this small strip of land at the back of the tract and she answered she envisioned a wildlife refuge that she most likely would continue to mow.

The intention is to share the driveway between the two tracts.

Secretary Bryant asked about the flood plain on the plat. Ms. Riggins stated that because the required contours are not on the plat, you cannot tell what the elevation is for the flood plain.

To summarize, these items need to be added to the plat before approval:

- Contours
- The Base Flood Elevation (BFE)
- MTE clarification on moving the lines and/or the pole
- The septic overlay & information
- The barn behind the house crosses into the setback so there would need to be a lot line adjustment and there needs to be dimensions for the barn
- The setbacks that overlap need to be corrected
- TDEC signature block

Ms. Riggins stated that due to zoning and state statute giving the City 60 days to approve a plat, there must be a mutual decision to extend the time frame for the decision or deny the subdivision. Chairman Lynch explained that if they did not come to an agreement then Ms. Turner would have to start the process all over.

Secretary Bryant stated he was in agreement on an extension as long as everything is added to the plat so the commission can make a decision. Because the adjustments to be made will impact the layout of the lots, Chairman Lynch suggested the Commission wait to decide if the current layout falls within the intent of the zoning ordinance. Secretary Bryant agreed and asked Ms. Riggins to clarify what would happen if the plat was brought back to the next meeting with the required additions; would the Commission have to approve or deny the proposed subdivision or could there be an additional extension if needed? Ms. Riggins stated that the Commission can deny the plat at any time and tell the applicant to come back when every requirement has been met.

Ms. Turner stated the extension is the only option she has and will agree to an extension.

Commissioner Shanks moved to continue the matter of Ms. Turner's subdivision at the next regularly scheduled Planning Commission meeting with a quorum.  
Secretary Bryant seconded the motion.  
The **MOTION** passed 4-0.

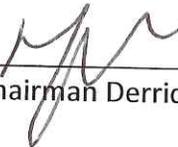
8. CITY MANAGER/CITY PLANNER REPORT

There was no report.

9. ADJOURNMENT

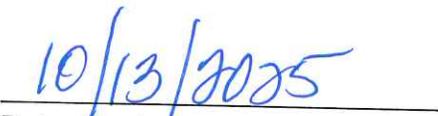
Chairman Lynch adjourned the meeting at 7:22 p.m.

Approved by:

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

Submitted by:

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

  
\_\_\_\_\_  
Date minutes were approved: