



## EAGLEVILLE PLANNING COMMISSION

Eagleville City Hall  
November 10, 2025

108 South Main Street  
6:30 p.m.

*Prior to meeting, please silence all electronic devices.*

- 1) **CALL TO ORDER** – Chairman, Derrick Lynch
- 2) **ROLL CALL / DETERMINATION OF QUORUM**
- 3) **CITIZEN COMMENTS** – Each Citizen will be given up to 3 minutes to speak
- 4) **MINUTES/OTHER BUSINESS**
  - a) Approve or Deny Minutes of Planning Commission Meeting of October 13, 2025
- 5) **DESIGN REVIEW RECOMMENDATIONS**

No Recommendations
- 6) **OLD BUSINESS**
- 7) **NEW BUSINESS**
  - a) Recommendation of Approval or Denial of Zoning Amendment to Council. Ordinance 2025-009, An Ordinance Amending The Zoning Ordinance, More Specifically Sections Pertaining To Industrial One Zone
- 8) **City Manager/City Planner Report**
- 9) **ADJOURNMENT**

**ITEM 4a**

Approve or Deny Minutes of Planning Commission Meeting  
on October 13, 2025

**Minutes of the  
Eagleville Planning Commission  
Eagleville City Hall, Eagleville, TN  
Monday, October 13, 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  
Commissioner Darren Shanks

**STAFF:**

Hellyn Riggins, City Manager/Planner

Katy Sanderson, City Clerk

**3. CITIZEN COMMENTS**

No comments

**4. MINUTES/OTHER BUSINESS**

**a. Approve or Deny Minutes of Planning Commission Meeting of September 8, 2025**

Commissioner Darren Shanks moved to approve the minutes from September 8, 2025.  
Councilman Chris Hendrix seconded the motion.  
The **MOTION** passed 5-0.

**5. DESIGN REVIEW RECOMMENDATIONS**

**a. Approve or Deny Renovations to Outside of Building Including Painting, Signage and Awnings, Crosslin Building Supply, 140 & 138 N. Main Street – Zoning C-1**

City Manager Hellyn Riggins presented Crosslin Building Supply's plan to update the exterior of their two-building campus on Main Street and noted this did get a positive review from Design Review.

- Both buildings will be whitewashed brick; please note the photos are AI generated so the actual buildings will not be quite as white

- The front and sides of each building will be painted, presenting more of a campus type look.
- There will be black powder coated metal awnings labeled Office and Showroom in white.
- The signage will remain the same size and in the same place but will be updated with black background and company logo.

Commissioner Hurter asked if any other elevation of the buildings will be painted other than the front and was told the two sides of each building will be whitewashed as well.

Councilman Hendrix moved to approve the renovations to the outside of the Crosslin buildings based on Design Review recommendation.

Secretary Justin Bryant seconded the motion.

The **MOTION** passed 5-0.

**b. Approve or Deny New Digital Sign at Eagleville Mini Storage - 309 S. Main Street – Zoning C-2**

City Manager Hellyn Riggins presented the request by Eagleville Mini Storage to change the existing changeable copy sign to a digital sign. This got a positive review from Design Review.

- The current sign is a changeable copy sign which has been grandfathered in. A digital sign would be an improvement over the current look of the sign as well as be easier to work with.
- The new sign will sit in the same location and be the same size.
- Digital signs are approved for C-2.
- The sign would be allowed to commercially advertise the mini storage but no other business. It could be used to promote community events.
- The regulations for the sign will be given to the applicant.

Commissioner Erik Hurter moved to approve the new digital sign at Eagleville Mini Storage based on Design Review recommendation.

Commissioner Shanks seconded the motion.

The **MOTION** passed 5-0.

**6. OLD BUSINESS**

**a. Approve or Deny Two Lot Subdivision Final Plat for Sandra Turner, 598 Allisona Road - Zoning R-1 (Continued from Last Meeting)**

City Manager Hellyn Riggins stated she had reviewed an updated site plan last week and submitted Staff Notes to the applicant on Friday. The current site plan was resubmitted today and she did a very quick review of it. She forwarded digital copies to the city

engineer for his review today as well.

Ms. Riggins reviewed the Staff Notes and mentioned the following items.

- The back of the plat where the side setbacks would overlap be labeled on the plat as unbuildable.
- Ms. Turner is working on getting the soil test completed and submitted to Tennessee Department of Environmental Conservation (TDEC). Ms. Riggins is still unaware if the new lot will perk and if so, for how many bedrooms.
- What will happen to the utilities to be relocated?
- Staff to consult with City Engineer regarding Base Flood Elevation (BFE) as only an approximate First Floor Elevation (FFE) was established. (Note – after meeting city engineer advised city planner that if house is shown out of the Flood Plain, no BFE is required.)
- Staff will need to consult with Fire Department for approval of shared driveway width for apparatus ingress and egress.

Chairman Lynch stated that as discussed at the previous meeting, all new utilities are required to be placed underground.

Aaron Forst, the builder of the planned structure, stated the intention is to place all of the electric underground. A pole will be added as a riser to keep electric to the house across the street. Secretary Bryant asked where the electric would be placed and was told by Mr. Forst that it will be on the left side of the driveway and the box will be located where the fence ends. It will then have to come back to the existing structure.

Ms. Riggins asked if there was an easement for this shown on the plat and Chairman Lynch told her there was not but there would need to be an easement for the underground electric. It will depend on where the electric line ends up because the easement will run on either side of the line. The electric will be run close to the soil site but will keep the electric from crossing the driveway twice. Ms. Riggins asked if it would interfere with the proposed placement of the new house and was told it should not. Ms. Riggins stated that she was comfortable with MTE plotting their own easement if the Commission was comfortable. Ms. Riggins stated that she would not want a lot to be sold without showing proper easement if Ms. Turner were to decide to not build and just sell instead. Ms. Riggins stated that as long as the plat gets recorded with at least one easement so a buyer is aware, the buyer should be able to relocate the lines. The old easement will be obsolete once the new lines are run and the new easement will take effect.

Chairman Lynch observed that a utility pole on the north side of the building site is still marked on the plat and needs to be removed.

Ms. Riggins asked that the block for street paving/driveway be added back for future reference that it was not applicable at the time of this subdivision.

These items were noted by Chairman Lynch and need to be updated/reviewed before approval:

- City engineer review and notes
- The Base Flood Elevation (BFE) noted on plat (later determined only if in flood plain)
- Does new lot perk & for how many bedrooms
- Remove note of MTE pole
- Increase driveway easement to show 18ft.
- Driveway/street paving signature block
- Cross hatch rear portion of lot where side setbacks overlap and mark area as unbuildable on the plat

Ms. Riggins stated that the Commission needs to set a policy on whether or not the Commission will approve a lot subject to TDEC approving the site for septic, or waiting until TDEC approval is given.

Councilman Hendrix moved to approve Ms. Turner's subdivision with contingencies noted by Chairman Lynch as well as any engineer notes.

Commissioner Shanks seconded the motion.

The **MOTION** passed 5-0.

## **7. NEW BUSINESS**

### **a. Approve or Deny Planning Commission Calendar**

Commissioner Hurter moved to approve the Planning Commission Calendar for 2026

Councilman Hendrix seconded the motion

The **MOTION** passed 5-0.

### **b. Review of Ordinance 2025-009 for Amendments Regarding Industrial Zone I-1**

City Manager Hellyn Riggins stated that she was bringing Ordinance 2025-009 to the Planning Commission in order to get feedback and help with the drafting of the ordinance amendments. The ordinance will be presented to City Council and then will it come back to the Planning Commission.

The city has been approached by a concrete company and there is not mention of that as an allowable use in the zoning ordinance for Industrial-1. Some of the items amended are:

- Definitions
- Adding concrete plant as an allowable use in zone I-1
- Setbacks increased, including accessory structures
- Parking restrictions added
- Exceptions to height limitations and color
- Amended specific standards for industrial activities

Commissioner Hurter asked the purpose of setbacks increased. Ms. Riggins stated that as the City moves to allowing more intense uses in this zone, some of the uses could have negative impacts and 50 feet did not appear to be enough to mitigate those.

Secretary Bryant asked if there needs to be Department of Transportation (DOT) traffic studies. Ms. Riggins stated the Commission has the ability to request traffic studies as stated in section J, subsection 1b.

Ms. Riggins explained that the height exception was already in the ordinance however she added that the Planning Commission would review structures to ensure minimal impact to the skyline. Ms. Riggins asked if there should be a height limitation on the exceptions as well.

Commissioner Hurter stated that the amendment is written in such a way that the rule of no signage over the height limitation does not apply with the listed exceptions. Ms. Riggins stated she would clarify that before presenting it to council. Her intention is that there can be no signage permitted on anything over the 40 feet height limit, regardless of it being a structure considered as an exception.

Commissioner Shanks asked if a company came in and painted the lower part of the structure multiple colors would they be required to paint the top part or exception part, earth tones. Ms. Riggins stated that would be where Design Review would come in and help guide the applicant through the color process. She also mentioned adding to the amendment that the color should be compatible with the rest of the building.

Commissioner Shanks also mentioned the control of dust and other potential negative impacts to the city. Ms. Riggins stated that when a business presents its site plan to the Planning Commission, the Commission will review to ensure the company is adequately maintaining control over potential nuisance as mentioned in section J, subsection 1f.

Commissioner Shanks asked at what point can we ask who will be repairing any damage to the roads, specifically Hwy 41A/Main St. Ms. Riggins stated that it is a state highway maintained by the State. She also stated that you can't require one company to be responsible for repairing a road when damage could be from multiple factors. If the Commission believes that the infrastructure will not support this type of business, the Commission should not approve it as an acceptable use.

Commissioner Shanks asked if Mt. Vernon Road would be affected. Ms. Riggins stated that she would bring up Mt. Vernon with the company during the site plan process because of it being a possible site hazard.

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

There was no report.

**9. ADJOURNMENT**

Chairman Lynch adjourned the meeting at 7:34 p.m.

Approved by:

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

Submitted by:

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

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

**ITEM 7a**

Recommendation of Approval or Denial of Zoning  
Amendment to Council. Ordinance 2025-009, An Ordinance  
Amending The Zoning Ordinance, More Specifically Sections  
Pertaining To Industrial One Zone

**ORDINANCE NO. 2025-009**  
**AN ORDINANCE AMENDING THE ZONING ORDINANCE,**  
**MORE SPECIFICALLY SECTIONS PERTAINING TO**  
**INDUSTRIAL ONE ZONE**

**Whereas,** the Eagleville Municipal Planning Commission has duly recommended to the Eagleville City Council that the Official Zoning Ordinance of Eagleville, Tennessee, be amended as hereinafter described; and

**Whereas,** the Eagleville City Council has reviewed such recommendation and had conducted a public hearing thereon.

**NOW THEREFORE, BE IT ORDAINED BY THE CITY OF EAGLEVILLE, TENNESSEE,** that the Official Zoning Ordinance of the City of Eagleville, Tennessee, is hereby amended as shown in Attachment A and that this Ordinance shall become effective on \_\_\_\_\_, in accordance with the Charter of the City of Eagleville, Tennessee, and the public welfare demanding it.

**Approved and adopted by the City of Eagleville, Tennessee, Mayor and the Eagleville Councilmembers.**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Chad Leeman, Mayor Tennessee**

**APPROVED AS TO FORM:**

**Date**

\_\_\_\_\_  
**Stephen Aymett, City Attorney**

**Attest:** \_\_\_\_\_  
**Christina Rivas, City Recorder**

**1st Reading** \_\_\_\_\_

**2nd Reading** \_\_\_\_\_

**ATTACHMENT A  
ORDINANCE 2025-009**

**Amend Section 2.020 DEFINITIONS**

Add Definition:

**CONCRETE BATCHING PLANT: “Concrete batching, processing and manufacture, batch plant.” A site where concrete is manufactured on site for use and delivery elsewhere. This includes the ancillary storage of raw materials, maintenance of plant and equipment, and administrative facilities and staff amenities when conducted or located on the same premises. With approval of the planning commission that proper screening will be created, outdoor storage may be permitted. This does not include rock crushing on site.**

**Amend Section 4.010 OFF STREET PARKING REQUIREMENTS, adding M. Concrete Batching Plant.**

**M. Concrete Batching Plant: Not less than one space per concrete truck for any maximum number of trucks that might have overnight stays (spaces should be larger than 9 x 18 to accommodate such truck), one space per each employee on the largest project shift, two spaces for visitors. The applicant can ask for reduced parking if they show it is currently not needed but have the land to accommodate more parking should it be needed, and agree to create such parking should the City determines there is a need. All parking and drive areas shall be paved or concreted, and maintained in good condition.**

**Amend Section 5.060 and 5.061 A-F**

**5.060 INDUSTRIAL DISTRICT REGULATIONS**

The following regulations shall apply in the Industrial Districts established in ARTICLE V, Section 5.010, of this ordinance.

**5.061 I-1, General Industrial District**

**A. District Description**

This district is designed for a wide range of industrial and related uses which conform to a high level of performance standards. This district, **generally located at the southern end of the City**, is intended to provide space for the types of industrial activities which by reason of volume of raw materials or freight, scale of operation, type of structures required, or other similar characteristics, require location relatively well segregated from nonindustrial uses. New residential activities are **not permitted**. Commercial establishments and community facilities which provide needed services for industry and are complimentary thereto are permitted. All new industrial uses shall front on arterial streets as designated on the Eagleville Major Thoroughfare Plan. **Uses are anticipated to properly accommodate wastewater discharges through treatment in a sewer or STEP system. The Planning Commission, through guidance of the City Engineer and City Planner, will determine if wastewater can be adequately handled without sewer or STEP system if not available. However, if sewer or STEP are available in a reasonable distance from the property, the use will be required to connect.**

**B. Uses Permitted**

Uses By Site Plan Approval of the Planning Commission Unless No Change in Use:

1. Food and kindred products manufacturing, except meat products.
2. Textile mill products manufacturing, except dyeing and finishing of textiles.
3. Apparel and other finished products made from fabrics, leather, and similar materials manufacturing.

4. Furniture and fixtures manufacturing
5. Printing, publishing, and allied industries.
6. Fabricated metal products manufacturing except ordnance and accessories.
7. Professional, scientific, and controlling instruments; photographic and optical goods, watches, and clocks manufacturing.
8. Miscellaneous manufacturing including jewelry, silverware, and plated ware, musical instruments and parts, toys, amusement and sporting goods manufacturing, pens, pencils, and other office materials and costume jewelry.
9. Wholesale trade.
10. Office functions only where it is directly related to the industrial establishment in which it is located.
11. Signs and billboards as regulated in ARTICLE IV, Section 4.080
12. Agricultural equipment sales and repair
13. All public utilities, including buildings, necessary structures, storage yards and other related uses.
14. Animal health facilities including veterinary clinics with indoor kennels/runs only.

C. Accessory Uses and Structures

1. Signs in compliance with regulations set forth in ARTICLE IV, Section 4.080.
2. Accessory structures and uses customarily incidental to the permitted uses, provided that such accessory structures and uses are carried out on the same lot and are not otherwise prohibited.
3. Accessory off-street parking and loading facilities as required in ARTICLE IV, Section 4.010.

D. Uses Permitted as Special Exceptions

The following uses may be permitted as special exceptions in the I-1 General Industrial District, after review and approval by the Board of Zoning Appeals, in accordance with ARTICLE VI, Section 7.070.

1. Retail and convenience commercial uses
2. Transmission and Communication Towers and Stations
3. Animal health facilities including veterinary clinics with outdoor kennels/runs allowed
4. Building materials and sales
5. Lumber and wood products manufacturing
6. Automotive service and repairs, including sale of gas, oil, tires and other goods and services required in the operation of automobiles
7. Liquor Stores as per the Municipal Code
8. **Concrete Batching Plants**

E. Uses Prohibited

In the I-1 General Industrial District, any use not permitted by right, by accessory use, or as a special exception as defined above is strictly prohibited.

F. Dimensional Requirements

All uses permitted in the I-1, General Industrial District, shall comply with the following requirements:

1. Minimum Lot Size

Where **adequate** public water and sewer service is available, there shall be required a minimum of two (2) acres. In areas where only public water is available, there shall be a minimum of five

(5) acres. No industrial land uses shall be permitted in areas where a public water supply is not available.

Lot Width at Required Building Setback

250 ft.

Minimum Lot Width at Road Frontage

250 ft. (35 ft. in a cul-de-sac)

2. Minimum Yard Requirements

- a. Front Yard Setback
- b. Side Yard Setback
- c. Rear Yard Setback

100 ft.\*  
75 ft.\*  
100 ft\*

Corner lots will be treated in a way such that all facades facing streets will be held to front setback standards and sides abutting neighboring property will be held to side setback standards. Atypical lots may require Planning Commission interpretation.

**\*A variance for setbacks may be considered if the Board of Zoning Appeals finds that the use is buffered in such a way that the same effect is achieved with a greater setback. In no case shall any setback be less than 50 feet.**

3. Maximum Lot Coverage

On any lot or tract containing one or more structures, the area occupied by all structures, including accessory structures shall not exceed fifty (50) percent of the total area.

4. Height Requirements

No principal structure shall exceed forty (40) feet in height, except as provided in ARTICLE VI, Section 6.030. No accessory structure shall exceed ~~twenty (20)~~ thirty (30) feet in height or one and a half stories.

5. Parking Space Requirements

As regulated in ARTICLE IV, Section 4.010

6. Accessory Structures

- a. With the exception of Signs, **accessory structures shall meet the same setbacks as the principal building**, ~~not be erected in any required front yard.~~
- b. ~~Accessory structures shall be located at least **fifty (50)** feet from any side lot line, from the rear lot line, and from any building on the same lot. except where the side yard abuts or is adjacent to a residential district, in which case the minimum setback for that side yard shall be twenty (20) feet.~~

7. Landscaping

Ten (10) percent of the lot area of a tract shall be landscaped to enhance site appearance. Included in the ten (10) percent coverage, there shall be maintained a landscaped strip at last ten (10) feet wide along street property lines, exclusive of business driveways and walkways, and along any yard which abuts a residential district.

**Amend Section 6.030 Exceptions to Height Limitations**

The height limitation of forty (40) feet of Section 5.061 F 4 shall not apply to church spires, belfies, cupolas and domes not intended for human occupancy; monuments, water towers, transmission towers, windmills, chimneys, smokestacks, conveyors, flag poles, radio towers, masts, silos and aerials. **However, such structures listed above in this section as exempt from the height regulations shall be reviewed by both the Planning Commission and Design**

**Review Committee to ensure minimal impact to the skyline. Earth colors (browns, light blues, grays) are strongly encouraged, with colors being complimentary to the main building. No signage, logo or company color scheme is permitted on any part of any structure that is higher than forty (40) feet. No items listed in this section shall exceed eighty-five (85) feet without a variance and a proven necessity for the height. Additionally, structures shall be reviewed by the Fire Chief or his/her designee to ensure adequate fire protection.**

**Amend Section 7.070 PROCEDURE FOR AUTHORIZING SPECIAL EXCEPTIONS, SECTION J TO BECOME SPECIFIC STANDARDS FOR INDUSTRIAL ACTIVITIES, with remaining sections to be renumbered accordingly.**

J. Specific Standards for Industrial Activities

A special exception shall not be granted for the commercial activities specified below unless the standards established therein are met as a part of the conditions for issuing such permit in the applicable districts.

1. Conditions for Industrial Uses

- a. The location, size, and design of such facilities shall be situated so that the proposed development shall be compatible with the development within the surrounding area thus reducing the impact upon the surrounding area.
- b. The traffic generated by such facility shall be safely accommodated along major streets without traversing local minor streets.
- c. The off-street parking requirements shall be based on the type of use and the needs of the use to adequately accommodate the expected groups of people.
- d. The site plan for such facilities shall be approved by the planning commission taking into account the above conditions as well as any other pertinent factors related to the use and operation of such facilities.
- e. When an application primarily uses trucks to ship in and out materials, the route of trucks shall be considered.
- f. The Applicant shall provide for how the use will not become a nuisance to neighboring properties and overall in the City by showing ways that will be used to mitigate noise, dust, traffic, odor, or any other aspect which could have negative impacts.
- g. The washing of vehicles must be done so in a way as to contain contaminated water so that it does not enter into storm drains or contaminate land.
- h. Accessory structures may be permitted which are incidental and subordinate to the principal structure.
- i. The Planning Commission and/or Board of Appeals may require enhanced landscaping to mitigate and screen areas of concern.