



**EAGLEVILLE  
BOARD OF  
ZONING APPEALS  
AGENDA**

Eagleville City Hall      108 South Main Street  
May 5, 2025                      6:30 p.m.

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

***Immediately following Design Review Committee***

- 1) **CALL TO ORDER** – Chairman, Derrick Lynch
- 2) **ROLL CALL / DETERMINATION OF QUORUM**
- 3) **APPROVAL OF MINUTES**
  - (a) Approval of Minutes from September 9, 2024 Meeting.
- 4) **OPEN PUBLIC HEARING** – Public Comments
  - (a) Request for a Temporary Fire Works Stand at 140 N. Main Street
- 5) **Close Public Hearing**
- 6) **NEW BUSINESS** –
  - (a) Approve/Deny Request for a Temporary Fire Works Stand at 140 N. Main Street
- 7) **Adjournment**

**ITEM 3a**

Approval of Minutes from September 9, 2024 Meeting.

**Minutes of the  
Board of Zoning Appeals Meeting  
Eagleville City Hall, Eagleville, TN  
September 9, 2024 – 6:30 PM**

---

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Roll was called by City Clerk, Katy Sanderson, with a quorum present.

**BOARD MEMBERS**

**PRESENT:**

Chairman Derrick Lynch  
Councilman Chris Hendrix  
Commissioner Erik Hurter

Commissioner Darren Shanks  
Secretary Justin Bryant

**STAFF:**

Hellyn Riggins, City Manager and City Planner  
Katy Sanderson, City Clerk

**GUESTS:**

Brittney Leonard	Jeanie Whaley	Lake Middleton
Jackie Javor	Mike Javor	Justin Nelson
Charlie Waite	Rob Molchan	Corey Craig
Roger Jenkins	Aaron (last name illegible)	

**3. APPROVAL OF MINUTES**

Approval of Minutes from June 3, 2024 Meeting.  
Councilman Hendrix moved to approve the minutes  
Commissioner Shanks seconded the motion.  
The **MOTION** passed 5-0.

**4. OPEN PUBLIC HEARING – Public Comments**

The meeting was adjourned at 6:31 pm.

**NEW BUSINESS – Deliberation of Board**

There was no new business.

**ADJOURNMENT**

Chairman Derrick Lynch confirmed there was no further business for the Board of Zoning Appeals.  
Councilman Hendrix moved to adjourn the meeting.  
The meeting was adjourned at 6:31 pm.

Approved by:

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

Submitted by:

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

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

**ITEM 4a**

Public Hearing for Temporary Firework Stand at 140 N. Main  
Street

**ITEM 6a**

Approve/Deny Request for Temporary Firework Stand at 140 N.  
Main Street

CITY OF EAGLEVILLE  
SPECIAL EXCEPTION  
APPLICATION FORM  
Eagleville Board of Zoning Appeals  
Submit to the City Hall  
108 South Main Street, PO Box 68, Eagleville, TN 37060  
(615) 274-2922 • Fax (615) 274-2977  
citymanager@eaglevilletn.gov

**SECTION I**

Please return this completed form to City Hall with:

1. A concept plan/site plan
2. A copy of the deed to the property under consideration.
3. If applicant is not the owner, then he/she must submit a notarized designation as Attorney-in-Fact.
4. An application fee \$350.

Submitted By: Eagleville Football Boosters

Applicant's Address: 500 Old Hwy 99

City: Eagleville State: TN Zip Code: 37060

E-mail Address: leemanch@reschals.net

Phone Number: Cell: 931-205-7548 Other: \_\_\_\_\_

Property Owner: Crossin

Address of Subject Property: 140 N. Main St.

City: Eagleville State: TN Zip Code: 37060

Tax Map \_\_\_\_\_ Group \_\_\_\_\_ Parcel \_\_\_\_\_ Deed Book \_\_\_\_\_ Page \_\_\_\_\_

How is the subject property presently used? Commercial

What is the present zoning of the subject property? \_\_\_\_\_

What is the size of the subject property? 0.176 acres

*Need  
approval letter  
from Crossin.  
(ok to be on his prop)*



*Owes  
\$100.00  
(not for profit -  
covers cost of ad)*



Explain in detail what you propose to do with property, i.e. a clear definition of the proposed use, the hours and days of operation, the number of employees (if any), the number of vehicles, types of vehicles, the number and size of buildings, whether or not there will be outdoor storage, and any other information you wish to supply to aide in expediting your request. Please be very specific about the activity you are proposing to do on this property so that there is a clear understanding by the Planning Commission. You may submit this description on another page.

Fireworks Stand for Football Team

A concept plan, drawn to scale, showing all existing and proposed buildings, septic system and field line areas, driveways, and any other pertinent information regarding the application should be submitted with this form.

Do you plan to have a sign? \_\_\_\_\_  
If yes, how many? \_\_\_\_\_ What size(s)? \_\_\_\_\_

Will you employ anyone? Volunteers If yes, how many? \_\_\_\_\_

Will any employees come to this site? yes

Who provides water service to this property? n/a

What fire department serves the property in question? Eagleview

Where is the nearest fire hydrant in relation to this property? on site

Is the parking lot to be paved? Yes \_\_\_\_\_ No X N/A

Will the Parking Lot have continuous curbing or individual wheel stops along the perimeter of the portion of the parking lot which abuts the street right-of-way? Yes \_\_\_\_\_ No \_\_\_\_\_

Please note: This is the first step in completing your Conditional Use Permit request. A site plan must be approved prior to obtaining any building permits. Under some circumstances, a professional site plan will have to be submitted and reviewed by the Planning Commission before any building permits are issued. By signing this application, you are acknowledging this requirement. We look forward to processing your application as soon as possible

Applicant's Signature: \_\_\_\_\_

Today's Date: 4/7/25



**Applicant Deferral/Withdrawal Policy:** If an applicant requests deferral or withdrawal after processing has begun, fees are non-refundable. Re-application following an applicant's request for deferral/withdrawal will require a new application fee.

Applicant Initials\_\_\_\_\_ Date \_\_\_\_\_

Submit to the Town of Eagleville City Hall

PO Box 68

108 South Main Street

Eagleville, TN 37060

Date: \_\_\_\_\_

If applicant is not owner of the property, applicant must provide a letter from owner consenting to application being presented.

SECTION III



**ACCESS AFFIDAVIT**  
**NOTIFYING APPLICANT OF INTENT TO ENTER PROPERTY**  
**Submit to Eagleville City Hall with Application**  
**108 South Main Street, Eagleville, TN 37060**  
**(615) 274-2922 fax (615) 274-2977**

I, \_\_\_\_\_, the applicant and requestor of this Zoning appeal process, hereby grant the employees of the Town of Eagleville Planning Commission and the Town of Eagleville Board of Zoning Appeals full access to the property under consideration for the purpose of conducting on site investigations, take the necessary photographs and videos, (applicant to) place a zoning sign, and conduct any other business necessary to complete the requested application and review of the same. I further understand that if the employees of the Eagleville Planning Commission and the Eagleville Board of Zoning Appeals are prevented from conducting the above investigations, taking the necessary photographs and video, placing a zoning sign, or conducting any other business necessary to complete the requested application and review that my request will be removed from the appropriate meeting agenda. I further understand that my application will not be placed back on to the appropriate meeting agenda until such time as the employees of the Town of Eagleville Planning Commission and the Eagleville Board of Zoning Appeals can enter the property and conduct the necessary on site investigations, take the necessary photographs and video, place a zoning sign, or conduct any other business necessary to complete my application and review of the same. I further agree to hold Town of Eagleville, the Town of Eagleville Planning Commission, and the Town of Eagleville Board of Zoning Appeals, their agents, employees, and members harmless for any damages caused to person or property connected in any way with their entry upon my property for the purposes set forth herein.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

## SECTION II

This form is to be completed by the Eagleville Codes Administrator prior to submission of any application to Eagleville City Hall. Contact City Manager.

An evaluation has been done by Town of Eagleville Codes Administration for compliance for the following proposed use:

Proposed Use: Firework Stand - temporary  
Address: 140 N. Main St.

☐ A Building Permit will be required upon approval *no*

☒ This proposed use will NOT require a building permit *no*

☐ A set of engineered plans will be required for plan review at least three (3) days prior to issuance of the building permit *no*

☐ An inspection of the site upon completion will be required *yes / Fine*

☒ This proposed use will NOT require a site inspection

☐ The Rutherford County Development Tax shall be assessed upon arrival prior to issuance of the Building Permit *no*

☒ This proposed use will NOT require payment of the Rutherford County Development Tax. *no*

Additional Remarks: Sign approval + Inspection needed

NOTE: All public buildings shall be required to comply with the American Disabilities Act (ADA) for handicap accessibility.

Signature: 

Title: City Manager / Codes Administrator

## CHECKLIST

Before we can accept your rezoning, conditional use permit, or variance application, please make sure you have all the items listed below:

\_\_\_ A completed application.

\_\_\_ A concept plan drawn to scale.

N/A (Show where lots join a prop)

\_\_\_ A copy of the deed to the property.

N/A

\_\_\_ A Letter of Attorney-in-Fact if submitted by anyone other than current land owner.

N/A

\_\_\_ A form completed and signed by a Rutherford County Building Codes Official. Their hours are 8:00 a.m. until 4:30 p.m., Monday through Friday.

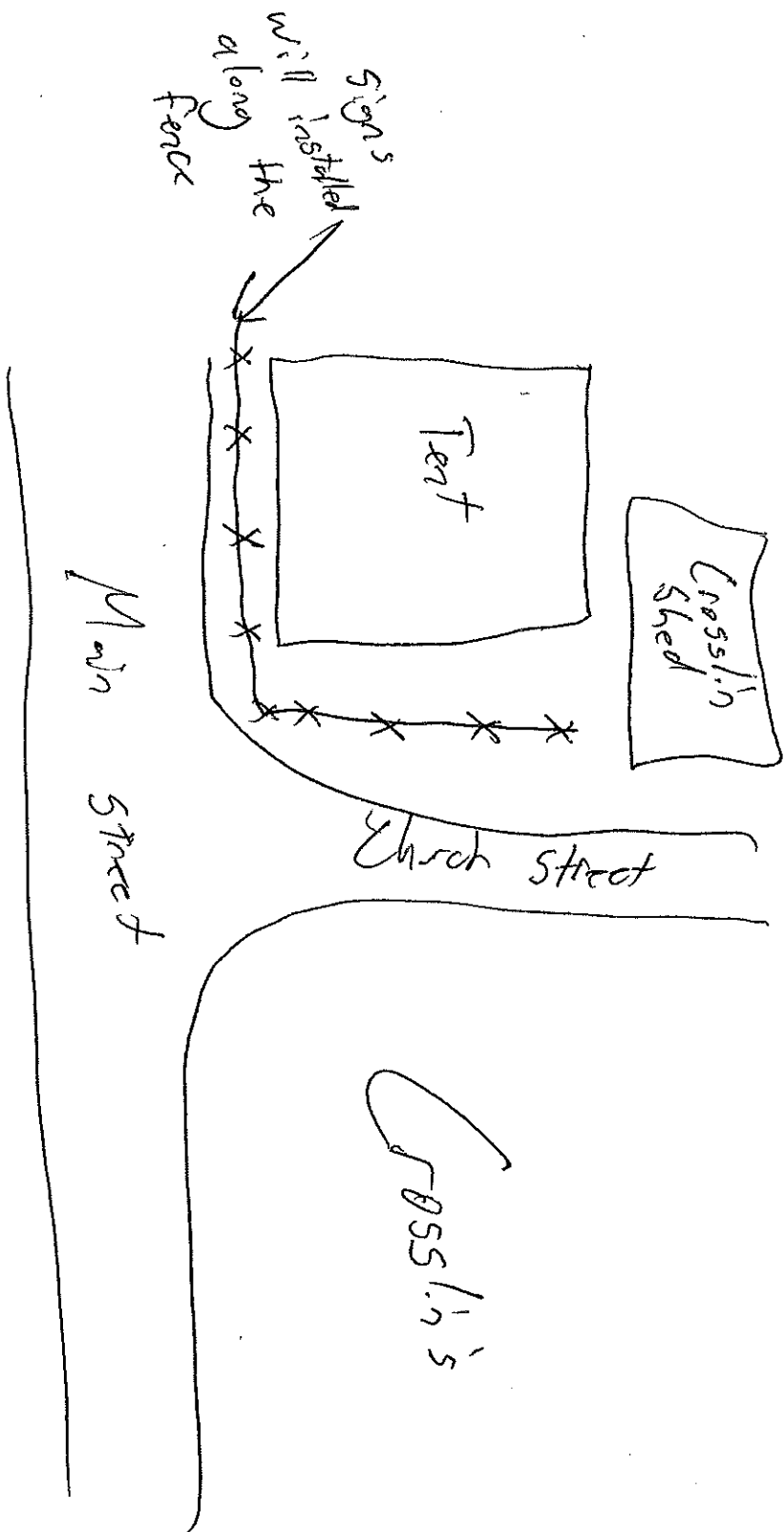
N/A

\_\_\_ A signed and notarized access affidavit. Notary services are available in our office at no charge.

N/A

\_\_\_ ~~\$350.00~~ application fee.

\$100.00



Staff Notes  
May 5, 2025

**Request by Eagleville Football to Have a Fireworks Stand at 140 N. Main Street – Zoning C-1.**

1. Temporary signs shall be limited to 2 per lot. Portable signs are prohibited. Maximum sign area is 32 square feet. Max height is 6 feet. Not to be located in the right of way or block driver vision. (Signs inside tent area with cost of products are not regulated provided they are not visible from the road.) Applicant is proposing signs all along the fence but did not specify how many. This will need to be discussed with the Board of Zoning Appeals.
2. Form for owner of property still needs to be signed.
3. Parking will be on the street, and not on the grass.
4. An inspection will be performed by Fire Chief and City Planner.
5. Dates of sale not given. Need to specify dates of sale. Also hours of operation.

**Request by Kisten Mackinzie to Open Nest Boutique at 115B North Main Street – Zoning C-1.**

1. Applicant is proposing a new and vintage clothing boutique that also carries accessories and gifts. The applicant is also proposing a grab and go cooler. The clothing/gift/accessory part of the proposal is like for like. The grab and go cooler adds an element that the Planning Commission needs to determine is retail, which was the previous use. The applicant states that the cooler will hold: grab and go drinks such as yerba mate, juices, kombucha; and, prepackaged food such as gluten free protein bars, granola, manufactured products only, no homemade foods. This is a retail establishment and there is not parking to add in food service that in any way would function as a restaurant. Therefor eating at the boutique or on the porch of the boutique would render this request a restaurant and not purely retail. No tables or chairs will be allowed. Please note that the city does not review foods and is only looking at this from a zoning perspective...not from the Health Department's view.
2. Planner has discussed with the applicant that no alcohol can be allowed to be in this retail space. The alcohol is sold in the adjoining space and it could cause the capacity of the alcohol area to exceed the limits of a non-sprinklered area. Please note that the applicant does intend to leave the door open between it's area and Grindstone. Applicant will need to commit to monitoring what drinks are coming into the area.
3. Sign: New sign proposed is Metal, Matte Black, 67 x 16, non internally illuminated except by lighting above sign. Sign appears to match theme of building and is compliant with size and lighting. This was only sign submitted thus it is the only sign that is being considered for approval.