

**Minutes of the
Eagleville Planning Commission
Eagleville City Hall, Eagleville, TN
Monday, March 3, 2025 – 6:30pm**

1. CALL TO ORDER

Chairman Derrick Lynch called the meeting to order at 6:32 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

Katy Sanderson, City Clerk

3. CITIZEN COMMENTS

4. MINUTES/OTHER BUSINESS

a. Approve or Deny Minutes of Planning Commission Meeting of February 3, 2025

Commissioner Darren Shanks moved to approve the minutes.

Secretary Justin Bryant seconded the motion.

The **MOTION** passed 4-0.

5. DESIGN REVIEW RECOMMENDATIONS

6. OLD BUSINESS

a. Review and Approve/Deny Winterbrook Preliminary Plat (continued from February 3, 2025 meeting)

City Manager Hellyn Riggins stated that she has been told that progress has been made with Consolidated Utility District (CUD) regarding the extension of the water lines but there is no executed agreement at this time.

Rob Molchan with Site Engineering Consultants (SEC) stated that Roger Jenkins, property owner of Winterbrook, and Charles Waite of Stephenson Farms have sent Ms. Riggins a memorandum of understanding regarding their mutual agreement to move forward with the STEP System on the Stephenson Farms property. Mr. Molchan also stated that while Mr. Jenkins has signed his agreement in good faith regarding the water line extension, CUD has not signed it yet.

Commissioner Darren Shanks requested clarification on the STEP System being used and as to who will be taking it on. Ms. Riggins stated that the Bioclere STEP System that Stephenson Farms wants to put in is not a filter accepted by CUD however it is accepted by the State of Tennessee. City Engineer Will Owen has reviewed the Bioclere STEP System that Stephenson Farms wants to use and found it to be acceptable. However, the plan has not been submitted to Tennessee Department of Environment and Conservation (TDEC).

The water line expansion is a separate issue from the sewer. It is an outside party that has said they will extend the water line but an agreement has not been executed yet. With an executed agreement there is no concern that CUD would decide not to do the water line extension.

Secretary Bryant stated that the subdivision regulations require hydrants and until there is an executed agreement the City should not move forward. Ms. Riggins stated that the applicant is able to request a deferral and recommends the referral be until such time there is an executed agreement between all parties.

Mr. Jenkins asked if a will serve letter would suffice so this item could be deferred to the April 14, 2025 meeting. Secretary Bryant stated that because there are other property owners involved, he feels the petitioner can withdraw the proposal or the matter should be deferred until an executed agreement between all property owners has been made. The applicant agreed to the deferral for the record.

Commissioner Shanks moved to defer to such time as a written agreement has been executed between all parties involved.

Councilman Chris Hendrix seconded the motion.

The **MOTION** passed 3-0 with Chairman Lynch abstaining.

7. NEW BUSINESS

a. Review and Recommend to Planning Commission

1. Resolution 2025-001 Annexation Request by John Barclay Moore to Annex Parcel 120 23, Approximately 256.7 Acres
2. Resolution 2025-002 Resolution to Adopt a Plan of Service for John Barclay Moore Property, Parcel 120-23 with Attached Plan of Service

City Manager Hellyn Riggins stated that the items were presented to Council at the February 27, 2025, meeting where it was referred to the Planning Commission. The Planning Commission has to hold a Public Hearing on the annexation and plan of service on April 14, 2025, then it goes back to the Council at the April 24, 2025 meeting. The Public Hearing and Council meeting are still within the required timeline.

Secretary Bryant moved to defer Resolutions 2025-001 and 2025-002 until the Planning Commission Meeting on April 14, 2025.

Commissioner Shanks seconded the motion.

The **MOTION** passed 4-0.

3. Ordinance 2025-001 An Ordinance creating specific criteria in anticipation of annexation of property known as Parcel 120-023.00-000, approximately 256.7 acres, property east of John Windrow Road and 41A intersection, currently owned by John Barclay Moore

City Manager Hellyn Riggins stated that she and Rob Molchan of SEC have been working on this ordinance. There are still updates to be made before the first reading which will take place at the March 27, 2025 City Council meeting. Ms. Riggins stated the ordinance is similar to the Ordinance 2023-10 regarding the previous annexation of the College Grove property.

Secretary Bryant moved to defer this item until the Planning Commission Meeting on April 14, 2025.

Commissioner Shanks seconded the motion.

The **MOTION** passed 4-0.

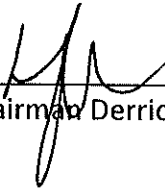
8. CITY MANAGER/CITY PLANNER REPORT

There was no report.

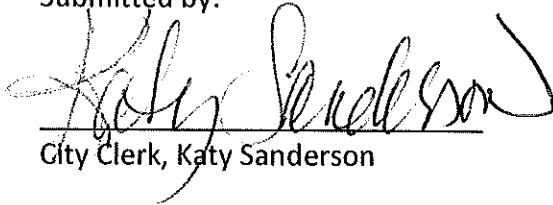
9. ADJOURNMENT

Chairman Lynch adjourned the meeting at 7:06 p.m.

Approved by:


Chairman Derrick Lynch

Submitted by:


City Clerk, Katy Sanderson

Date minutes were approved: 5/5/2025