

**REPORT OF MEETING  
BAXTER MUNICIPAL PLANNING COMMISSION  
SEPTEMBER 7, 2023**

**MEMBERS PRESENT**

Richard Waller  
Robert Vinson  
Danny Holmes  
Greg Phillips  
Jeff Herald  
John Martin, Mayor  
Peggy Huddleston

**MEMBERS ABSENT**

None

**STAFF PRESENT**

Tommy Lee, UCDD by phone

**OTHERS PRESENT**

Bob Lane, Building Inspector  
Matt White, Fire Chief  
Jackie Schubert  
John Ramsey, Public Works Director  
Charles Cobb  
Brian Wilmoth  
Tom Bennett, City Engineer  
Shawn Fry, City Attorney  
Jon Kanlan  
Stephen Raper

**ITEM 1: CALL TO ORDER**

Upon determining a quorum was present, the Baxter Municipal Planning Commission (PC) meeting was called to order by Chairman Richard Waller on Thursday September 7, 2023 at 5:00 P. M. at the Baxter City Hall.

**ITEM 2: APPROVAL OF AUGUST 3, 2023 MINUTES**

After the meeting was called to order, Chairman Waller asked for approval of the minutes from the August 3, 2023 meeting. Jeff Herald made a motion to approve the minutes as presented and to dispense with the reading. Robert Vinson seconded and the motion passed with a vote of all ayes.

**ITEM 3: CONSIDERATION OF FINAL SUBDIVISION PLAT OF PHASE 1D FOR PROPERTY LOCATED ON DALE MIRES LANE AND GAINESBORO HIGHWAY (SCHUBERT DIVISION)**

Jackie Schubert submitted a final subdivision plat of Phase 1D which is for the purpose of subdividing 0.66 acres into fifteen (15) proposed new lots for property located on Dale Mires Lane and Gainesboro Highway. The fifteen (15) lots will be for multi-family residential units with zero (0) lot lines. The proposed multi-family residential lots would all consist of 0.05 acres (1,920 square feet) and all of the proposed new lots are currently vacant. The proposed new lots would be served by an existing eight (6) inch water line, an existing eight (8) sewer line and a proposed fire hydrant. The proposed new lots are currently zoned R-3 (Super High Density Residential) and would comply with all other requirements of the zoning ordinance and subdivision regulations. Staff Planner stated that all infrastructure has been approved by Public Works Director John Ramsey and Fire Chief Matt White. After discussion, Danny Holmes made a motion to approve the submitted final plat pending that all required signatures be obtained. Jeff Herald seconded and the motion passed with a vote of all ayes.

**ITEM 4: STAFF REPORT**

Staff Planner presented a report for one (1) subdivision plat that had been administratively approved since the last planning commission meeting. The administratively approved subdivision plat is as follows:

**Schubert Division 1—Final**

Jackie Schubert submitted a final subdivision plat for the purpose of subdividing 3.87 acres into two (2) proposed new lots for property located on Dale Mires Land and Coon Hunt Road. Lot 1 would consist of 2.49 acres and three (3) structures. Lot 2 would consist of 1.38 acres and an existing structure. The proposed new lots would be served by an existing six (6) inch water line, an existing eight (8) sewer line and a proposed fire hydrant. The proposed new lots are currently zoned R-3 (Super High Density Residential) and would comply with all other requirements of the zoning ordinance and subdivision regulations.

**ITEM 5: OTHER BUSINESS AS NECESSARY**

Building Inspector Bob Lane stated that the city should consider screening and buffering requirements for multi-family residential uses and also should consider not allowing multi-family residential uses to have vinyl siding on the front portion of any building. PC member Peggy Frazier Dyer stated that she he received multiple complaints from citizens regarding the Meadows development on Olan Maxwell Road.

With no other business to discuss, Robert Vinson made a motion to adjourn. Jeff Herald seconded and the motion passed with a vote of all ayes. The next meeting of the Baxter Municipal Planning Commission will be held on September 7, 2023.

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