

**REPORT OF MEETING  
BAXTER MUNICIPAL PLANNING COMMISSION  
JULY 7, 2022**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

None

**STAFF PRESENT**

Tommy Lee, UCDD

**OTHERS PRESENT**

John Ramsey  
Megan Reagan, Herald Citizen  
Tony Kennedy  
Silas Stoddart  
James King  
Kerry King  
Lynn McHenry  
Taylor Dillehay, Surveyor  
Greg Gehring  
Matthew White, Fire Chief  
Jonah Hall, Stonecom  
Bob Lane, Building Inspector

**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 July 7, 2022 at 5:15 P. M. at the Baxter City Hall.

**ITEM 2: APPROVAL OF JUNE 2, 2022 MINUTES**

After the meeting was called to order, Chairman Waller asked for approval of the minutes from the June 2, 2022 meeting. Jeff Herald made a motion to approve the minutes as presented and to dispense with the reading. Greg Phillips seconded and the motion passed with a vote of all ayes.

**ITEM 3: CONSIDERATION OF RELEASE OF LETTER OF CREDIT FOR MULTI-FAMILY RESIDENTIAL DEVELOPMENT LOCATED ON NASHVILLE HIGHWAY (IRONCLAD LLC REQUEST)**

At the April 7, 2022 meeting, Chad Gilbert submitted a final subdivision plat on behalf of Ironclad LLC for the purpose of creating thirty-nine (39) residential lots and one (1) common lot from 8.35 acres located on Nashville Highway. The proposed residential lots will consist of 0.06 acres (2,433 square feet) to 0.08 acres (4,005 square feet) with the common lot consisting of 5.51 acres. The proposed residential lots will require a lot size variance and a setback variance from the Board of Zoning Appeals. The proposed new lots will be served by an existing six (6) inch water line, an existing eight (8) inch sewer line, two (2) proposed fire hydrants and a proposed city street (Baylor Court). The proposed new lots would comply with all other requirements of the zoning ordinance and subdivision regulations. Gilbert submitted a letter of credit to guarantee the installation of all public infrastructure. This plat was granted preliminary approval at the March 31, 2022 PC meeting. The plat received lot size and setback variances from the Board of Zoning Appeals at the April 7, 2022 meeting. After discussion, Jeff Herald made a motion to approve the submitted final plat. Peggy Frazier Dyer seconded and the motion passed with a vote of all ayes. At the July 7, 2022 meeting, Gilbert requested that the letter of credit be released. Building Inspector Bob Lane stated that all public improvements had been installed to the existing required specifications. After discussion, Robert Vinson made a motion to release the aforementioned letter of credit. Jeff Herald seconded and the motion passed with a vote of all ayes.

**ITEM 4: CONSIDERATION OF FINAL PLAT FOR PROPERTY LOCATED ON OLAN MAXWELL ROAD (MEADOWS DIVISION 1)**

Staff Planner submitted a final subdivision plat on behalf of Donnie Meadows for the purpose of subdividing 6.38 acres into four (4) proposed new lots for property located on Olan Maxwell Road. Lot 1 would consist of 2.30 acres, Lot 2 would consist of 0.71 acres, Lot 3 would consist of 0.68 acres, Lot 4 would consist of 2.69 acres and all of the proposed new lots are currently vacant. The proposed new lots would be served by an existing six (6) inch water line and an existing sewer line. The proposed new lots are currently zoned C-2 (General Commercial) but Lot 1 has been requested to be rezoned R-3 (Super High Density Residential). After discussion, Mayor John Martin made a motion to approve the submitted final plat pending that all required signatures be obtained. Robert Vinson seconded and the motion passed with a vote of all ayes.

**ITEM 5: CONSIDERATION OF PRELIMINARY PLAT FOR PROPERTY LOCATED ON OLAN MAXWELL ROAD (MEADOWS DIVISION 2)**

Staff Planner submitted a preliminary subdivision plat on behalf of Donnie Meadows for the purpose of subdividing 2.30 acres into sixteen (16) proposed new lots for property located on Olan Maxwell Road. The proposed new lots would range in size from 0.086 acres (3,671 square feet) to 0.18 acres (which will be dedicated as common space) and all of the proposed new lots are currently vacant. The proposed new lots would be served by a proposed six (6) inch water line, a proposed sewer line, a proposed fire hydrant and two (2) proposed city streets (Laura Lane and Vera K Court). The proposed new lots are currently zoned C-2 (General Commercial) but Lot 1 has been requested to be rezoned R-3 (Super High Density Residential). After discussion, Robert Vinson made a motion to approve the submitted preliminary plat. Peggy Frazier seconded and the motion passed with a vote of all ayes.

**ITEM 6: CONSIDERATION OF FINAL PLAT FOR PROPERTY LOCATED ON PEACH STREET (MCHENRY DIVISION)**

Staff Planner submitted a final subdivision plat on behalf of Lynn McHenry for the purpose of subdividing 0.69 acres into two (2) proposed new lots located on Grace Avenue and Peach Street. Lot 1 would consist of 9,890 square feet and is currently vacant. Lot 1 would require a 110 square foot lot size variance from the Board of Zoning Appeals (BZA). Lot 2 would consist of 0.46 acres and is currently vacant. Both of the proposed new lots are zoned R-1 (Low Density Residential) and are served by an existing six (6) inch water line, an existing sewer line and an existing fire hydrant. Both proposed new lots comply with all other requirements of the zoning ordinance and subdivision regulations. This plat was withdrawn by McHenry.

**ITEM 7: CONSIDERATION OF FINAL PLAT FOR PROPERTY LOCATED ON 4<sup>TH</sup> AVENUE SOUTH (BRYANT DIVISION)**

Surveyor Taylor Dillehay submitted a final subdivision plat on behalf of Kenneth Bryant for the purpose of subdividing 3.75 acres into three (3) proposed new lots for property located on 4<sup>th</sup> Avenue South. Lot 1 would consist of 0.82 acres, Lot 2 would consist of 0.98 acres, Lot 3 would consist of 1.95 acres and all of the proposed new lots are currently vacant with the exception of Lot 3 which has an existing structure. The proposed new lots would be served by an existing six (6) inch water line, an existing eight (8) inch sewer line and an existing fire hydrant. The proposed new lots are currently zoned R-1 (Low Density Residential) and would comply with all requirement of the zoning ordinance and subdivision regulations. After discussion, Jeff Herald made a motion to approve the submitted final plat pending that all required signatures be obtained. Greg Phillips seconded and the motion passed with a vote of all ayes.

**ITEM 8: CONSIDERATION OF FINAL PLAT FOR PROPERTY LOCATED ON 4<sup>TH</sup> AVENUE SOUTH (GEHRING DIVISION)**

Greg Gehring submitted a final subdivision plat for the purpose of subdividing 0.80 acres into two (2) proposed new lots located on 4<sup>th</sup> Avenue South. Lot 1 would consist of 0.49 acres, an existing residential structure and an existing accessory structure. Lot 1 would require a seventy-five (75) foot road frontage variance from the PC. Lot 2 would consist of 0.31 acres, an existing residential structure and an existing accessory structure. Both of the proposed new lots are zoned R-1 (Low Density Residential) and are served by an existing six (6) inch water line, an existing sewer line and an existing fire hydrant. Both proposed new lots comply with all other requirements of the zoning ordinance and subdivision regulations. After discussion, Peggy Frazier Dyer made a motion to grant the aforementioned variance and 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 9: CONSIDERATION OF PRELIMINARY PLAT FOR PROPERTY LOCATED ON CHESTNUT STREET (HENRY DIVISION)**

Staff Planner submitted a preliminary subdivision plat on behalf of Bryan Henry for the purpose of subdividing 4.80 acres into nine (9) proposed new lots for property located on Chestnut Street. The proposed new lots would range in size from 0.27 acres to 0.65 acres and all of the proposed new lots are currently vacant. The proposed new lots would be served by a proposed six (6) inch water line, a proposed sewer line, a proposed fire hydrant and a proposed city street (Lowe Farms Lane). The proposed new lots are currently zoned R-1 (Low Density Residential) and would comply with all requirement of the zoning ordinance and subdivision regulations. Henry was not present at the meeting to represent the plat. After discussion, Jeff Herald made a motion to approve the submitted preliminary plat. The motion did not receive a second and thus the motion failed.

**ITEM 10: CONSIDERATION REGARDING A REQUEST TO ANNEX A PORTION OF A PARCEL LOCAED AT 7823 OLD BAXTER ROAD (JARED REQUEST)**

Tony Kennedy presented a request on behalf of Mark Jared to annex a portion of a parcel located at 7823 Old Baxter Road into the corporate limits. Staff Planner stated that a portion of the aforementioned parcel is already a part of the corporate limits. Kennedy stated that the reason for the annexation request is to establish a mixed-use residential development including single-family residential, multi-family residential and townhomes. Kennedy requested that the property be annexed as R-3 (Super High Density Residential). After discussion, Robert Vinson made a motion to recommend to the Board Of Mayor and Alderman that the aforementioned property be annexed into the corporate limits as R-3. Danny Holmes seconded and the motion passed with a vote of all ayes.

**ITEM 11: OTHER BUSINESS AS NECESSARY**

Staff Planner stated that after a review of the subdivision regulations, the road frontage requirements may need to be amended. Staff stated that the current regulations require one hundred (100) feet of road frontage while most jurisdictions require fifty (50) feet of road frontage. After discussion, it was the consensus of the PC that Staff Planner bring examples from other communities that address road frontage requirements.

With no other business to discuss, Robert Vinson made a motion to adjourn. Danny Holmes seconded and the motion passed with a vote of all ayes. The next meeting of the Baxter Municipal Planning Commission will be held on August 4, 2022.

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