



MEMORANDUM

TO: Baxter Municipal Planning Commission Members

FROM: Tommy Lee, Staff Planner

DATE: January 29, 2026

SUBJECT: February 5, 2026 Planning Commission Meeting

The Baxter Municipal Planning Commission will hold its regularly scheduled meeting on Thursday February 5, 2026 at 5 P.M. in the Baxter City Hall. The agenda for the planning commission meeting is as follows:

1. Call to order.
2. Approval of December 4, 2025 minutes.
3. Public Hearing and Consideration of subdivision regulation amendment requiring cluster mailboxes for all new street construction.
4. Staff Report—Davis Division. *
5. Other business as necessary.
6. Adjourn.

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See Agenda Review*

Richard Waller___ Robert Vinson___ Jeff Herald___ Greg Phillips ___ Donna Jones___ Susan Swartzentover___

Danny Holmes-Mayor___ Bob Lane-Building Inspector___ John Ramsey-Public Work Director___

Matt White-Fire Chief___ Tom Bennett-City Engineer___

Agenda Review

Davis Division—Final

Eddie Davis submitted a final subdivision plat for the purpose of subdividing 0.90 acres into two (2) proposed new lots for property located on Nashville Highway. Lot 1 (shown as Lot 1A) would consist of 0.54 acres, an existing residential structure and an existing accessory structure. Lot 2 (shown as Lot 1B) would consist of 0.36 acres, an existing residential structure and two (2) existing accessory structures. The proposed new lots are zoned R-1 (Low Density Residential), are served by an existing six (6) inch water line, an existing eight (8) inch sewer line, an existing fire hydrant and would comply with all other requirements of both the zoning ordinance and the subdivision regulations.