

**REPORT OF MEETING  
BAXTER MUNICIPAL PLANNING COMMISSION  
OCTOBER 3, 2024**

**MEMBERS PRESENT**

John Martin, Mayor  
Robert Vinson  
Richard Waller  
Greg Phillips  
Jeff Herald  
Thomas Daniels

**MEMBERS ABSENT**

Peggy Huddleston

**STAFF PRESENT**

Tommy Lee, UCDD Planner

**OTHERS PRESENT**

Bob Lane, Building Inspector  
Matt White, Fire Chief  
Tom Bennett, City Engineer  
John Ramsey, Public Works Director  
Josh Phipps  
Susan Swartzentover  
Taylor Dillehay  
Stephen Raper  
Marcia Lee

**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 October 3, 2024 at 5:00 P. M. at the Baxter City Hall.

**ITEM 2: APPROVAL OF SEPTEMBER 5, 2024 MINUTES**

After the meeting was called to order, Chairman Waller asked for approval of the minutes from the September 5, 2024 meeting. Robert Vinson made a motion to approve the minutes as presented and to dispense with the reading. Jeff Herald seconded and the motion passed with a vote of all ayes.

**ITEM 3: CONSIDERATION OF PRELIMINARY SUBDIVISION PLAT FOR PROPERTY LOCATED ON CHESTNUT STREET (MCCARTNEY DIVISION)**

Taylor Dillehay submitted a preliminary subdivision plat on behalf of Luke McCartney for the purpose of subdividing 4.80 acres into ten (10) proposed new lots for property located on Chestnut Street. The lots would range in size from 0.23 acres (10,051 square feet) to 0.64 acres and all of the proposed new lots are currently vacant. The proposed new lots are zoned R-1 (Low Density Residential) and are served by a proposed eight (8) inch water line, a proposed six (6) inch water line, a proposed fire hydrant, a proposed city street and would comply with all other requirements of both the zoning ordinance and the subdivision regulations. Building Inspector Bob Lane stated that there were some concerns regarding stormwater runoff that would need to be addressed before final approval could be granted. Staff Planner stated that all infrastructure should be installed or a surety instrument should be submitted to guarantee the installation of all infrastructure before final approval could be granted. After discussion, Jeff Herald made a motion to approve the submitted preliminary plat. Robert Vinson seconded and the motion passed with a vote of all ayes.

**ITEM 4: CONSIDERATION OF FINAL SUBDIVISION PLAT FOR PROPERTY LOCATED ON DALE MIRES LANE AND GAINESBORO HIGHWAY (SCHUBERT DIVISION)**

Stephen Raper presented a final subdivision plat on behalf of Jackie Schubert for Phase II-A the purpose of subdividing 7.37 acres into seventy-three (73) proposed new lots for property located on Dale Mires Lane and Gainesboro Highway. Fifty (50) lots will be for multi-family residential units with zero (0) lot lines and

twenty-three (23) lots will be for single-family homes. The proposed lots would range in size from 0.06 acres (2,000 square feet) to 0.18 acres (8,072 square feet) 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 eight (8) sewer line, three (3) proposed fire hydrants and three (3) proposed city streets. 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. The plat was granted preliminary approval at the November 2, 2023 meeting. The presented final plat will consist of fifty-seven (57) proposed new lots. Fifty (50) lots will be for multi-family residential units with zero (0) lot lines and seven (7) lots will be for single-family homes. During discussion, Fire Chief Matt White stated that London Court (a proposed city street) must be extended to Coon Hunt Road to allow sufficient ingress and egress for the residences. Public works Director John Ramsey stated that a fire hydrant must be installed at the end of Dale Mires Lane to provide adequate fire protection. Building Inspector Bob Lane stated that there is a Tennessee Valley Authority (TVA) powerline located just north of Lots 93 and 94. Lane stated that TVA should identify the location of their power line easement so that a structure could not be built to encroach upon the easement. Lane also stated that a very small portion of the southwest corner of Lot 61 needs to be deemed non-buildable due to an encroachment of a stream buffer. After discussion, Greg Phillips made a motion to approve the submitted final plat pending that all required signatures be obtained and that all of the aforementioned conditions were met. Jeff Herald seconded and the motion passed with a vote of all ayes.

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 November 7, 2024.

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