

**Minutes for the Meeting of the
City of Dyersburg Municipal-Regional Planning Commission
February 17, 2011
10:00 am
Municipal Courtroom**

Commission Members Present: Mayor John Holden, Eddie Burks, Tony Dement, Alderman Bart Williams, Brian Ramm, Sherry Guthrie, Paul Newbill, Vince Haymon, and John Pressler.

Staff and Others Present: Carmen Cupples, Kim Morgan LPAO Principal Planner, Justin Avent, City Engineer, Vanessa Cain, State Gazette Reporter, Thomas Mullins, and Kevin Joslin.

Mayor Holden opened the meeting by stating that this was the first Municipal-Regional Planning Commission meeting for the year 2011. Due to inclement weather the February 10, 2011 was rescheduled to today. Mayor Holden paid tribute to former Commissioner, Mr. Freeman Dudley, praising his years of service and dedication to the Commission and the citizens of Dyersburg. A moment of silence was observed in Mr. Dudley's memory.

The Mayor informed the commission that there would be two meetings on this date with the first one to elect new officers and recognizing any new or old business to come before the Commission. The second would be to address the formally prepared agenda of new and old business, and reports. Mayor Holden stated that Mr. Brian Ramm and Mr. John Pressler were appointed to three year terms, and Alderman Bart Williams was appointed to this Commission.

Mayor Holden declared that a quorum was present and called the meeting to order. Mayor Holden called for a motion to approve the minutes of the December 10, 2010 Commission meeting. The motion was made by Mr. Pressler, with second by Mr. Newbill. The motion passed and minutes were approved.

As order of new business was the election of officers. Mayor Holden opened the floor for nominations for Chairman.

A motion was made by Mr. Newbill to elect Mr. Burks as Chairman, with second by Mr. Dement. No other nominations received, and Mr. Burks was elected by acclamation, with Mr. Burks abstaining.

The Mayor opened the floor for nominations for Vice-Chairman. A motion was made by Mr. Presslor nominating Mr. Newbill as Vice-Chairman. The motion was seconded by Mr. Haymon. No other nominations received, and Mr. Newbill was elected by acclamation, with Mr. Newbill abstaining.

The Mayor opened the floor for nominations for Secretary. A motion was made by Ms. Guthrie nominating Mr. Presslor as Secretary. The motion was seconded by Mr. Newbill. No other nominations received, and Mr. Presslor was elected by acclamation.

Mayor Holden called for any New, Old, or Other Business to come before the Commission. Mayor Holden welcomed the new City Recorder Bob Jones to the commission and stated that Mr. Jones would be responsible for the minutes and official records of this Commission.

Mayor Holden turned the meeting over Chairman Burks and the meeting was adjourned at 10:06 a.m.

John Holden, Mayor

Robert C. Jones, City Recorder

**Minutes for the Meeting of the
City of Dyersburg Municipal-Regional Planning Commission
February 17, 2011
10:15 a.m.**

Commission Members Present: Mayor John Holden, Eddie Burks, Tony Dement, Alderman Bart Williams, Brian Ramm, Sherry Guthrie, Paul Newbill, Vince Haymon, and John Pressler.

Staff and Others Present: Carmen Cupples, Kim Morgan LPO, Justin Avent, Vanessa Cain, State Gazette Reporter, Thomas Mullins, and Kevin Joslin.

I. Establishment of a Quorum and Call to Order.

Chairman Burks established that a quorum was present and a called the meeting to order.

II. Approval of Previous Minutes: the Chairman stated that minutes of the prior meeting would be approved at the next regularly scheduled meeting of the Commission.

Chairman Burks paid tribute to the recently retired City Recorder, Mr. Glenn Twilla for his many years of service and dedication provided by him to the Planning Commission.

III. New Business

A. Discussion of Rice-Millsfield Hwy Minor Subdivision Plat.

Overview: the main focus of the discussion is a two lot subdivision plat located on the east side of the road intersection of Millsfield Highway and Mall Boulevard. The plat is located south of the Nissan Car Dealership. Kim Morgan stated that the proper signatures were still required, that the parcel, zoned as planned business, is within the flood zone, both of which the developers were aware. The Commission recognized the need for requested easement adjustments, the elevation of existing sewer manholes, flood plain elevations, and overall traffic safety entering onto Millsfield Highway. Staff did recommend approval of the plat when finalized, and, if the required signatures are obtained. The Engineer agreed with the recommendation of Kim Morgan.

On a motion by Mayor Holden, and a second by Mr. Pressler the Commission voted to approve the plat.

- B. Discussion of West TN Medical Office-Conceptual Site Plan.
Rusty Norville, of Civil Engineering Solutions, presented the conceptual site plan for the Commission's general approval. After significant presentation and discussion, Mr. Pressler moved, with second by Mr. Haymon, to amend municipal zoning offsite parking standards. Motion was approved, and will be presented to the Mayor and Alderman Board meeting on February 21, 2011.
- C. Discussion of Conceptual Plans for Stoncreek Subdivision.
The commission heard presentations by Mr. Craig Barron, Ms. Morgan, and Mr. Chris Young regarding the Conceptual Plans for Stoncreek Subdivision. The Commission reviewed all current engineering and design issues that will require modification by the developers for future Commission review.
- D. Any new business that may be accepted by the Planning Commission.
None presented.

IV. Old Business:

- A. Any old business that may be accepted for discussion by the Planning Commission. None presented.

V. Other Business/Reports:

- A. Discussion of Subdivision Regulations-Application deadline.
The regulation submission deadline date will be requested to be submitted (8) days prior Commission meetings. This is recognized as an administrative decision and function of the City, and all appropriate staff involved in the Subdivision Regulations-Application process. The Commission agreed that Wednesday, one week prior to the regularly scheduled Commission meetings, will be the deadline day for accepting applications.

B. Discussion of Proposed Sign Ordinance.

The commission heard ongoing discussion regarding the current proposed sign ordinance currently awaiting Mayor and Alderman Board approval. The Mayor expressed that the Aldermen had some concerns about specific wording regarding “UL approved” that may add additional costs to local businesses displaying signs and to those local businesses that make signs. Some language changes may be required in the ordinance that will be sent to Alderman in the next several days. The Commission agreed to change the language in their proposed ordinance to state “UL approved or equivalent” language.

C. Administrative Reports.

None reported.

D. Any other business that may be accepted for discussion by the Planning Commission. None Reported.

VI. The meeting adjourned at 11:12 a.m.

John Pressler, Secretary

Robert C. Jones, Recorder