

**Minutes for the Meeting of the
City of Dyersburg Municipal-Regional Planning Commission
February 13, 2020
10:00 am
Municipal Courtroom**

Commission Members Present: Eddie Burks, Mayor John Holden, Mark Oakes, Sherry Guthrie, Tony Dement, Brian Ramm, and Commissioners James Baltimore, and Paul Newbill were absent.

Other Staff Present: Will Radford, City Planner, and Tiffany Heard, City Engineer.

Approval of Minutes:

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

Chairman Burks called for approval of the minutes from the December 12, 2019 meeting. The minutes were approved by the Commission on a motion and second by Mayor Holden and Brian Ramm.

New Business:

A. Election of Officers

With it being the first convening of the Planning Commission of the new year, the election of officers occurred. Behind a motion from Ramm and a second from Oakes, the commissioners voted to retain the same officers from the year prior with Burks serving as Chairman, Newbill as Vice Chair, Dement as Secretary, and Guthrie as Assistant Secretary

B. Dyersburg Commons Minor Subdivision

A minor subdivision plat was submitted on behalf of the Dyersburg Commons with the purpose being to create two lots from a 1.73-acre parent tract. The property is zoned PB (Planned Business) District with a PCD (Planned Commercial District) Overlay.

Community Planner Will Radford, of Radford Planning Solutions, mentioned the lots met area requirements of the PB District and recommended approval.

Chairman Eddie Burks declared a conflict and recused himself from voting and the discussion.

City Engineer Tiffany Heard mentioned the drawing showed a sewer line that doesn't exist. She asked for it to be removed.

With no further comments, Dyersburg Mayor John Holden motioned to approve the subdivision plat with a second from Commissioner Tony Dement. The motion passed.

C. Dyersburg commons Lot 2 – Office Site Plan

A site plan was also submitted on behalf of the Dyersburg Commons for an office.

Radford noted the proposed building would be 6,300 square feet and would be created in one of the lots that was addressed under the first item of business.

He added the site plan had adequate number of parking spaces, met all setback and lot requirements of a PB District, was approved by the Dyersburg Fire Department, and approved by the City Engineer in regards to grading and drainage.

Commissioner Mark Oaks asked what would happen, where parking was concerned, and if the function of the building would change.

Radford noted the parking in the site plan exceeds the requirements for an office space, but if a use is proposed that would not satisfy parking it would be handled by Thomas Mullins of the City's Codes Enforcement Department, who would determine whether that proposed use would be allowed in the building.

Heard added shared parking is a part of the plan.

Mullins stated, "If they did have a use that overflowed with what they have, then they could use the adjacent parking."

Prior to voting Chairman Burks again recused himself from voting, declaring a conflict.

Dement motioned to approve the site plan with a second from Commissioner Sherry Guthrie. This motion passed.

D. Cotton Mill Place Subdivision

A subdivision plat was submitted on behalf of CHH Partners LLC to create 8 lots on Tibbs Street known as Cotton Mill Place Subdivision. The property is zoned B-2 (General Trade and Services) District.

Radford said the lots meet the lot area requirements and setback requirements for a B-2 District, but they could only be developed as single family residential lots due to not meeting the requirements for multi-family use in a B-2 District.

He added the City Engineer is requesting additional drainage analysis to be submitted as it is classified as a major subdivision. He recommended approval if approved was obtained from the City Engineer.

Ramm motioned to approve the site pan contingent upon approval from the City Engineer with a second from Dement. The motion passed.

E. Green Village Site Plan

A site plan for Green Village was submitted on behalf of Unionport Association LLC to construct a strip center commercial building at 638 U.S. Hwy 51 Bypass near its intersection with Federal Drive. The property is zoned PB (Planned Business) District.

Radford mentioned a couple of buildings would be demolished on the lot. As for parking, he noted the new proposed parking spaces with the redesigning/restriping of the existing parking spaces would satisfy the parking requirements of the building and future tenants.

The site plan met all setback and lot requirements of a PB District, was approved by the Dyersburg Fire Department, and approved by the City Engineer in regard to grading and drainage.

Heard asked if an additional line that was placed on the site plan drawing could be removed.

Radford recommended approval of the plan contingent upon the removal of the line.

Ramm motioned to approve the site plan contingent upon the line's removal with a second from Dement. The motion passed.

F. Charles Street – street Closure

A request was submitted by Holy Angels Catholic Church to close the western portion of Charles Street in regard to future development of the church.

It was noted the church owns a majority property to the north and south of Charles Street; however, there are other properties along the street.

The closure would include approximately 280 feet of right of way to be abandoned.

“I spoke with the fire department to see if this closure would affect any response times for any adjacent properties. The adjacent properties to the east will still have their frontage on Charles Street, and it should not affect those properties,” Radford stated.

The plans for future development of the church include the installation of a cul-de-sac at the end of Charles Street, which would be required to meet Dyersburg's street standards and construction would be at the expense of the developer.

Mayor Holden asked if anyone has spoken with the homeowners on Charles Street.

Carter Hord of Hord Architects of Memphis noted the church owns all but 3 parcels along Charles Street and added 2 of the 3 are located along King Avenue. The church obtained a letter from the remaining property owner citing their approval.

Radford recommended the planning commission to recommend abandonment of the western portion of Charles Street to the Board of Mayor and Aldermen.

Ramm motioned to recommend closure of the western portion of Charles Street to the Dyersburg Board of Mayor and Aldermen with a second from Oakes. The motion passed.

Old Business: None Presented

Other Business: None Presented

Adjournment: With no further business meeting was adjourned at 11:25am.

Scott Ball, City Recorder

Tony Dement, Secretary