

**Minutes for the Meeting of the  
City of Dyersburg Municipal-Regional Planning Commission  
Thursday, December 10, 2020  
10:00 am**

**Dyersburg City Hall (via electronic meeting pursuant to executive order 16)**

- I. **Establishment of a Quorum and Call to Order:** The City of Dyersburg Municipal-Regional Planning Commission convened for a meeting on Thursday, December 10, 2020 via phone conference at 10:00 a.m. The meeting was held pursuant to Governor Bill Lee's Executive Order 16, which permits local governing bodies to conduct meetings electronically. All commissioners were present with the exception of Brian Ramm.

**Commission Member Present:** Mayor John Holden

**Other Staff Present and Via Call-In:** Thomas Mullins, Code Enforcement Officer, Will Radford, Community Planner, and Tiffany Heard, City Engineer.

**Commission Members Present Via Call-In:** Chairman Eddie Burks, Vice Chair Paul Newbill, Tony Dement, James Baltimore, Sherry Guthrie, and Mark Oakes.

**Community Members Present Via Call-In:** Brandon Hutcheson, State Gazette, and Alderman Edward Burks.

- II. **Approval of Previous Minutes:** Mayor Holden called for a motion to approve the minutes from August 13, 2020 meeting. The minutes were approved by the Commission on a motion by Paul Newbill and a second by James Baltimore.

- III. **Old Business:** None presented.

- IV. **New Business:**

**Medical Building Proposed at 2255 Parr Avenue** – A site plan was submitted on behalf of JEP Enterprises and Salsabeel TN Commercial LLC for a medical building proposed at 2255 Parr Avenue. The location of the property was listed as being zoned PB (Planned Business) District.

According to community planner Will Radford, of Radford Planning Solutions, the plan showed 40 parking spaces noting the current Dyersburg Municipal Zoning Ordinance requires five spaces for each physician/dentist at a location.

Additionally, Radford noted the plan met all setback and lot requirements for a PB District, and the plan was also approved by the Dyersburg Fire Department.

He added the site plan was being reviewed by the City Engineer in regard to drainage, grading, and utility access.

City Engineer Tiffany Heard said she had previously asked if the dumpsters were going to remain where it was listed in the site plan, an easement that did not belong to the City of Dyersburg, a letter was needed for permission to allow the dumpsters to remain there. Heard added a letter had been received earlier Thursday morning.

Heard also asked for the easement on the plan to be labeled as a private easement.

Thomas Mullins with the City's Codes Enforcement Department said he had spoken with Rusty Norville, of Civil Engineering Solutions, who presented options to resolve the issues of the easement.

"We would like to carry forward with this, and no permits will be issued until this is resolved," Mullins stated.

Norville said one of the options he presented to the owners was to reduce the number of dumpsters from two to one.

Radford noted staff recommended approval of the site plan.

Tony Dement motioned to approve the plan with a second from Sherry Guthrie. In a roll call vote, all commissioners voted in approval.

V. **Other Business:** Prior to adjournment, both Chairman Burks and Dyersburg Mayor John Holden thanked all staff members for a job well done over the past year and thanked all commissioners for being proactive for the City of Dyersburg.

VI. **Adjournment:** With no further business, the meeting was adjourned at 10:13 a.m.

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Scott Ball, City Recorder

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Tony Dement, Secretary