



MEMORANDUM

TO: Sparta Municipal Planning Commission Members

FROM: Tommy Lee, Staff Planner

DATE: March 24, 2024

SUBJECT: April 2, 2024 Planning Commission Meeting

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The Sparta Municipal Planning Commission will hold its regularly scheduled meeting on Tuesday April 2, 2024 at 4 P. M. in the Sparta City Hall. The agenda for the planning commission meeting is as follows:

1. Call to order.
2. Roll Call.
3. Approval of the March 5, 2024 minutes.
4. Staff Report—Gain Adjustment.
5. Discussion regarding the adoption of new subdivision regulations.
6. Other Business as Necessary.
8. Adjourn.

CTL

**\*See Agenda Review**

Chairman David Vidrine \_\_\_\_\_ Secretary Karen Benningfield \_\_\_\_\_ Mayor Jerry Lowery \_\_\_\_\_ Robert Officer \_\_\_\_\_

John Farris \_\_\_\_\_ Jason Del Toro \_\_\_\_\_ Robert Oakes \_\_\_\_\_ Hoyt Jones \_\_\_\_\_ James Leftwich \_\_\_\_\_ Emilie Roberts \_\_\_\_\_

Building Inspector Mike O’Neal \_\_\_\_\_

Others: \_\_\_\_\_

**Agenda Review**

**Gain Adjustment—Final**

Jeff Gain submitted a final lot line adjustment plat for the purpose of adjusting the common boundary line of two (2) existing parcels located on Hillcrest Drive. After the adjustment, Lot 1 would consist of 0.267 acres and an existing accessory structure. Lot 2 would consist of 0.348 acres, an existing residential structure and an existing accessory structure. The proposed new lots are zoned R-A (Single Family Residential), are served by an existing six (6) inch water line, an existing eight (8) inch sewer line and would comply with both the zoning ordinance and the subdivision regulations.

Chairman David Vidrine \_\_\_\_\_ Secretary Karen Benningfield \_\_\_\_\_ Mayor Jerry Lowery \_\_\_\_\_ Robert Officer \_\_\_\_\_

John Farris \_\_\_\_\_ Jason Del Toro \_\_\_\_\_ Robert Oakes \_\_\_\_\_ Hoyt Jones \_\_\_\_\_ James Leftwich \_\_\_\_\_ Emilie Roberts \_\_\_\_\_

Building Inspector Mike O'Neal \_\_\_\_\_

Others: \_\_\_\_\_

**REPORT OF MEETING  
SPARTA MUNICIPAL PLANNING COMMISSION  
MARCH 5, 2024**

**MEMBERS PRESENT**

Emilie Roberts  
Karen Benningfield  
James Leftwich  
Mayor Jerry Lowery  
John Farris  
David Vidrine

**STAFF PRESENT**

Tommy Lee, UCDD

**OTHERS PRESENT**

Mike O’Neal, Building Inspector  
Tonya Tindle, City Administrator

**MEMBERS ABSENT**

Jason Del Toro  
Robert Officer  
Robert Oakes  
Hoyt Jones

**ITEM 1: CALL TO ORDER**

Upon determining a quorum was present, the regular meeting of the Sparta Municipal Planning Commission (PC) meeting was called to order by Chairman David Vidrine on Tuesday, March 5, 2024 at 4:00 P. M. at Sparta City Hall.

**ITEM 2: APPROVAL OF JANUARY 2, 2024 MINUTES**

After calling the meeting to order, Chairman Vidrine asked for approval of the minutes from the January 2, 2024 meeting. After discussion, Emilie Roberts made a motion that the minutes be approved as submitted. Mayor Jerry Lowery seconded and the motion passed with a vote of all ayes.

**ITEM 3: STAFF REPORT**

Staff Planner presented a report for one (1) subdivision plat that had been administratively approved since the last planning commission meeting. The administratively approved subdivision plat is as follows:

**Buck Combination—Final**

Felicia Buck submitted a final combination plat for the purpose of combining five (5) existing lots into two (2) proposed new lots located on East College Street, North Main Street and East Rhea Street. After the combination, Lot 1 would consist of 1.498 acres, two (2) existing residential structures and two (2) existing accessory structures. Lot 2 would consist of 0.148 acres and an existing structure. The proposed new lots are zoned C-A (Transition Business), are served by an existing six (6) inch water line, an existing eight (8) inch sewer line and would comply with both the zoning ordinance and the subdivision regulations.

**ITEM 4: DISCUSSION REGARDING ADOPTING NEW SUBDIVISION REGULATIONS**

Staff Planner presented the proposed subdivision regulations for review. Staff stated that if adopted the proposed subdivision regulations would replace the existing regulations. Staff stated that during his review, he could not find the specific differences between the two (2) sets of regulations. After discussion, it was determined that the PC should review the existing regulations before the proposed regulations are adopted. It was also determined that the review will take place over the few months beginning with Articles I and II which be reviewed at the next PC meeting.

With no other business to discuss, Karen Benningfield made a motion to adjourn the meeting. Mayor Jerry Lowery seconded and the motion passed with a unanimous vote. The next meeting of the Sparta Municipal Planning Commission is April 2, 2024.

CTL

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, ESTABLISHED THE MINIMUM BUILDING RESTRICTIONS LINES, AND DEDICATED ALL STREET, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE \_\_\_\_\_ OWNER \_\_\_\_\_

DATE \_\_\_\_\_ OWNER \_\_\_\_\_

CERTIFICATE OF ACCURACY

I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON TRUE AND CORRECT SURVEY TO THE ACCURACY REQUIRED BY THE CITY OF SPARTA PLANNING COMMISSION AND THAT THE MONUMENTS HAVE BEEN PLACED AS SHOWN HEREON TO THE SPECIFICATIONS OF THE CITY OF SPARTA SUBDIVISION REGULATIONS.

DATE \_\_\_\_\_ REGISTERED ENGINEER OR SURVEYOR  
RLS #2171

CERTIFICATION OF EXISTING WATER LINES AND/OR UTILITIES

I HEREBY CERTIFY THAT THE WATER LINES AND/OR OTHER UTILITIES SHOWN HEREON ARE IN PLACE.

DATE \_\_\_\_\_ SPARTA SEWER DEPT. SUPERVISOR

CERTIFICATION OF EXISTING STREET(S)

I HEREBY CERTIFY THAT THE STREET(S) SHOWN ON THIS PLAT HAS (HAVE) THE STATUS OF AN ACCEPTED PUBLIC STREET(S) REGARDLESS OF CURRENT CONDITION.

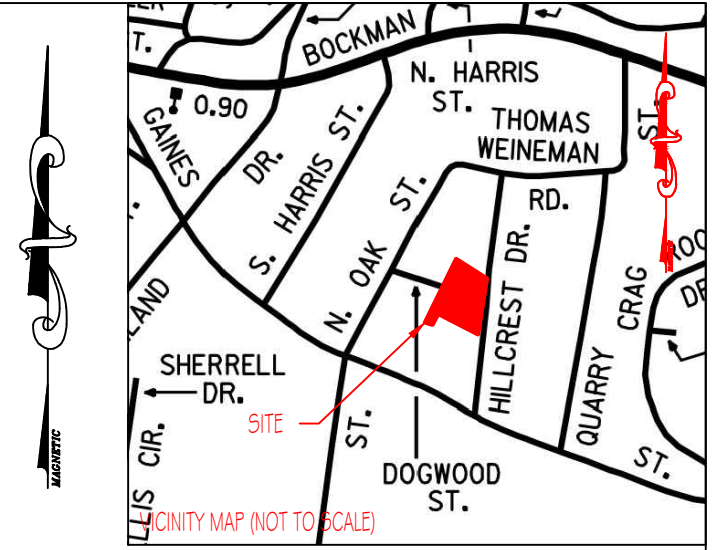
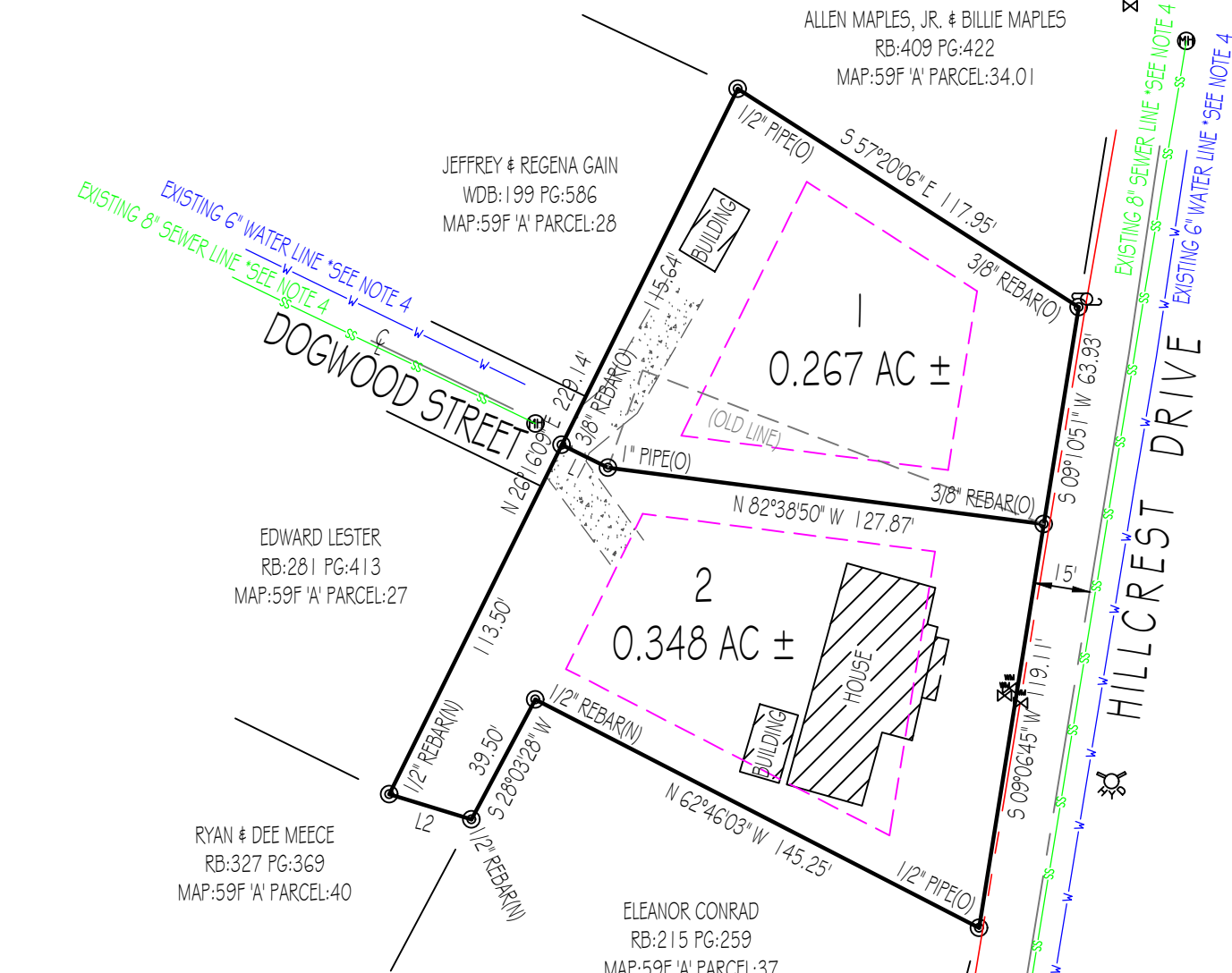
DATE \_\_\_\_\_ SPARTA STREET DEPARTMENT SUPERVISOR

CERTIFICATE OF APPROVAL FOR RECORDING

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE SPARTA PLANNING COMMISSION WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE OFFICIAL MINUTES OF THE SPARTA PLANNING COMMISSION, AND THAT SAID PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE REGISTER OF WHITE COUNTY, TENNESSEE.

DATE \_\_\_\_\_ SECRETARY  
SPARTA MUNICIPAL PLANNING COMMISSION

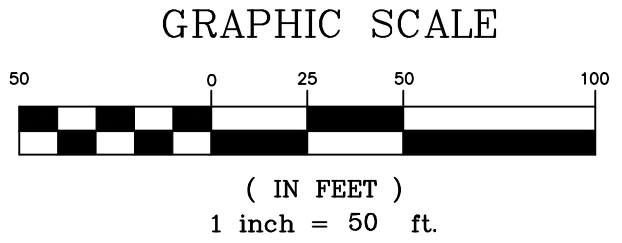
LINE	BEARING	DISTANCE
L1	N 63°29'28" W	15.08'
L2	N 73°01'49" W	25.00'



- NOTES:
1. THIS SURVEY WAS CONDUCTED FROM THE CURRENT DEED OF RECORD AND IS SUBJECT TO ANY INFORMATION WHICH A TITLE SEARCH WOULD REVEAL.
  2. THIS SURVEY IS SUBJECT TO ANY EASEMENTS, RIGHTS OF WAYS, AND/OR LEASES WHICH COULD AFFECT THE PROPERTY.
  3. THIS PROPERTY IS NOT IN A FLOOD ZONE, TO THE BEST OF MY KNOWLEDGE, ACCORDING TO FIRM MAP #47185CO165D, EFFECTIVE SEPTEMBER 28, 2007.
  4. INFORMATION FROM UTILITY COMPANY WILL BE COMBINED WITH OBSERVED EVIDENCE OF UTILITIES TO DEVELOP A VIEW OF THOSE UNDERGROUND UTILITIES. HOWEVER, LACKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED. WHERE ADDITIONAL OR MORE DETAILED INFORMATION IS REQUIRED, THE CLIENT IS ADVISED TO CONTACT THE UTILITY COMPANY OR DIAL 811.
  5. PROPERTY IS LOCATED IN ZONE R-A WITHIN SPARTA CITY LIMITS AND IS SUBJECT TO ALL ZONING REGULATIONS FOR ZONE R-A.
  6. IF THE STRUCTURE IS EVER DESTROYED, IF REPLACED IT MUST BE WITHIN THE BUILDING SETBACKS.
  7. MINIMUM BUILDING SETBACKS ARE AS FOLLOWS:  
FRONT: 30'  
SIDE: 12'  
REAR: 30'



I HEREBY CERTIFY THAT THIS IS A CATEGORY 1 SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS AT LEAST 1:10,000.  
  
ALLEN MAPLES, JR.  
RLS#2171



**LEGEND**

(N)	(NEW)
(O)	(OLD)
—C—	CENTERLINE
⊕	POWER POLE
—W—	WATER LINE
—SS—	SANITARY SEWER
⊕	MANHOLE
⊕	FIRE HYDRANT
⊕	WATER METER

FINAL PLAT FOR	
GAIN & FISHER DIVISION	
PRESENTED TO	
CITY OF SPARTA PLANNING COMMISSION	
OWNER: JEFF GAIN	SURVEYOR: ALLEN MAPLES LAND SURVEYING
ADDRESS: 408 DOGWOOD STREET	ADDRESS: 38 MAYBERRY STREET
SPARTA, TN 38583	SPARTA, TN 38583
TELEPHONE: (931) 510-6582	TELEPHONE: (931) 837-5446
P/L RB:79 PG:643 & RB:176 PG:450	TAX MAP:59F 'A' PARCEL:35 & 36
DATE: 02/28/2024	1ST C.D. - WHITE COUNTY, TN
SCALE: 1"=50'	ACREAGE SUBDIVIDED: 0.615 AC ±
DRAWING #24-058 A3	NUMBER OF LOTS: 2