



MEMORANDUM

TO: Sparta Municipal Planning Commission Members

FROM: Tommy Lee, Staff Planner

DATE: February 28, 2024

SUBJECT: March 5, 2024 Planning Commission Meeting

The Sparta Municipal Planning Commission will hold its regularly scheduled meeting on Tuesday March 5, 2024 at 5 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 January 2, 2024 minutes.
4. Staff Report—Buck Combination.
5. Discussion regarding proposed subdivision regulation amendments.
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

Henry Adjustment—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.

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
JANUARY 2, 2024**

MEMBERS PRESENT

Emilie Roberts
Karen Benningfield
Robert Officer
Mayor Jerry Lowery
Hoyt Jones
David Vidrine

MEMBERS ABSENT

Jason Del Toro
James Leftwich
John Farris
Robert Oakes

STAFF PRESENT

Tommy Lee, UCDD

OTHERS PRESENT

Mike O’Neal, Building Inspector
Allen Maples
George Melad
Amgad Solmon
Tonya Tindle, City Administrator

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, January 2, 2024 at 4:00 P. M. at Sparta City Hall.

ITEM 2: APPROVAL OF NOVEMBER 7, 2023 MINUTES

After calling the meeting to order, Chairman Vidrine asked for approval of the minutes from the November 7, 2023 meeting. After discussion, Mayor Jerry Lowery made a motion that the minutes be approved as submitted. Hoyt Jones seconded and the motion passed with a vote of all ayes.

ITEM 3: CONSIDERATION OF REZONING REQUEST FOR PROPERTY LOCATED AT 305 SOUTH YOUNG STREET FROM R-A (SINGLE FAMILY RESIDENTIAL) TO C-D (GENERAL BUSINESS) (SOLMON REQUEST)

Staff Planner presented a request on behalf of Amgad Solmon to rezone property located at 305 South Young Street, from R-A (Single Family Residential) to C-D (General Business). Staff Planner stated that the reason for the rezoning is to establish a commercial use on a property that typically has been used commercially. Building Inspector Mike O’Neal stated that the parcel has been used as a service station for many years but has been recently abandoned. After discussion, Karen Benningfield made a motion to recommend that the city rezone the property located at 305 South Young Street from R-A (Single Family Residential) to C-D (General Business). Mayor Jerry Lowery seconded and the motion passed with a vote of all ayes.

ITEM 4: CONSIDERATION OF FINAL SUBDIVISION PLAT FOR PROPERTY LOCATED ON WINDSOR DRIVE AND LEON DRIVE (DAVIS REQUEST)

Surveyor Allen Maples presented a final subdivision plat on behalf of Tim Davis for the purpose of subdividing 1.056 acres into three (3) proposed new lots for property located on Windsor Drive and Leon Drive. Lot 1 would consist of 0.231 acres and is currently vacant. Lot 2 would consist of 0.230 acres and is currently vacant. Lot 3 would consist of 0.595 acres and two (2) existing structures. The proposed new lots are zoned R-A (Low Density Residential), are served by an existing six (6) inch water line, an existing eight (8) inch sewer line, an existing fire hydrant and would comply with both the zoning ordinance and the subdivision regulations. After discussion, Karen Benningfield made a motion to approve the submitted final subdivision plat pending that all required signatures are obtained. Mayor Jerry Lowery seconded and the motion passed with a vote of all ayes

ITEM 5: 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:

Henry Adjustment—Final

Ray Henry submitted a final lot line adjustment plat for the purpose of adjusting the common boundary line of two (2) existing parcels located on Ellis Circle. After the adjustment, Lot 1 would consist of 0.818 acres, an existing residential structure and an existing accessory structure. Lot 2 would consist of 0.578 acres, an existing residential structure and an existing accessory structure. The proposed new lots are zoned R-B (Multiple 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.

With no other business to discuss, Karen Benningfield made a motion to adjourn the meeting. Robert Officer seconded and the motion passed with a unanimous vote. The next meeting of the Sparta Municipal Planning Commission is February 6, 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.

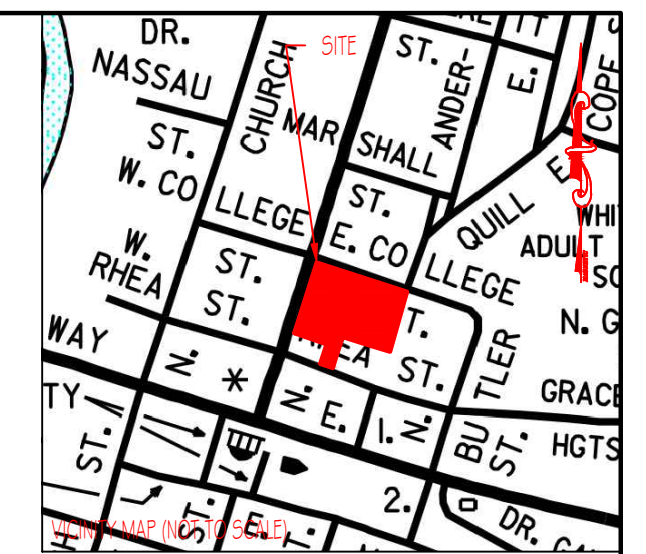
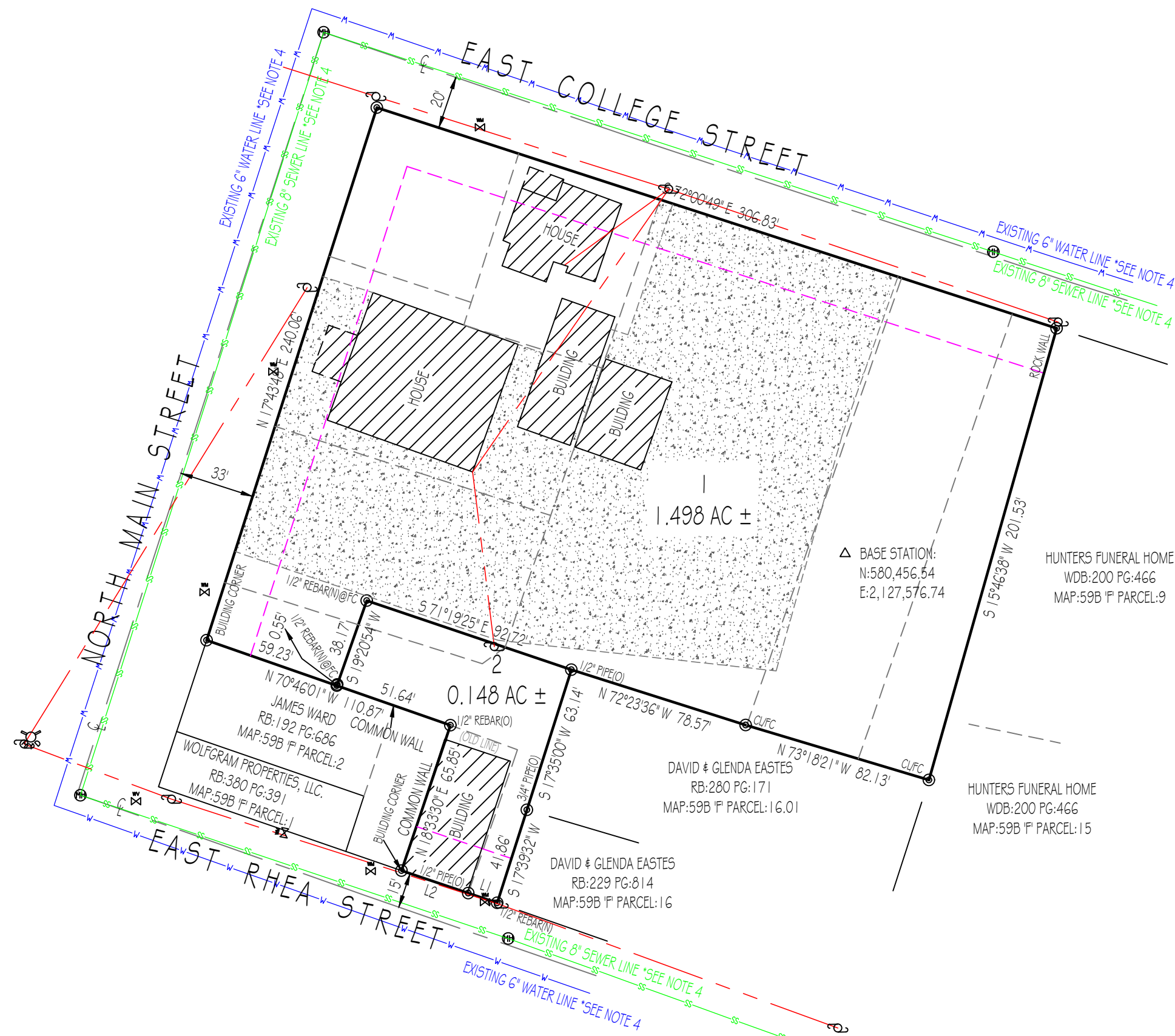
DATE _____ SPARTA STREET DEPARTMENT
SUPERVISOR

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

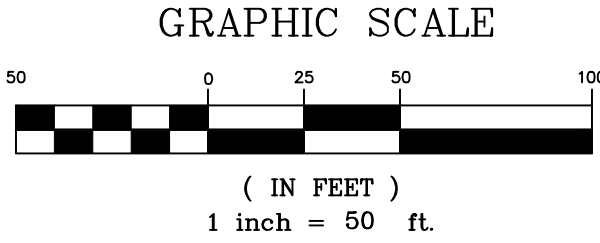
LINE	BEARING	DISTANCE
L1	N 71°33'42" W	13.13'
L2	N 71°22'33" W	30.22'



- 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 #47185(CO) 65D, 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 C-A WITHIN SPARTA CITY LIMITS AND IS SUBJECT TO ALL ZONING REGULATIONS FOR ZONE C-A.
 6. MINIMUM BUILDING SETBACKS ARE AS FOLLOWS:
FRONT: 20'
SIDE: 10'
REAR: 20'

GPS CERTIFICATION:

I, ALLEN MAPLES, JR., HEREBY CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL GPS SURVEY MADE UNDER MY SUPERVISION AND THE FOLLOWING INFORMATION WAS USED TO PERFORM THE SURVEY:
 A: POSITIONAL ACCURACY - 0.05 FEET
 B: TYPE OF GPS FIELD PROCEDURE - REAL TIME KINEMATIC
 C: DATES OF SURVEY - 10/09/2023
 D: DATUM/EPOCH - NAD83 (2011) / EPOCH: 2010.0000
 E: PUBLISHED/FIXED-CONTROL USE - ASSUMED (AS SHOWN ON PLAT)
 F: GEOD MODEL - GEOID 2018
 G: COMBINED GRID FACTOR(S) - 0.99991063
 H: CONVERGENCE ANGLE - 0°18'52"



- LEGEND
- (N) (NEW)
 - (O) (OLD)
 - CENTERLINE
 - POWER POLE
 - FENCELINE
 - FC FENCE CORNER
 - CL CHAIN LINK
 - WATER LINE
 - SANITARY SEWER
 - ⊙ MANHOLE
 - ⊙ WATER METER
 - ⊙ WATER VALVE
 - ⊙ FIRE HYDRANT

FINAL PLAT FOR WARD & THURMAN DIVISION	
PRESENTED TO CITY OF SPARTA PLANNING COMMISSION	
OWNER: FELECIA BUCK	SURVEYOR: ALLEN MAPLES LAND SURVEYING
ADDRESS: P.O. BOX 357 SPARTA, TN 38583	ADDRESS: 38 MAYBERRY STREET SPARTA, TN 38583
TELEPHONE: (931) 316-7280	TELEPHONE: (931) 837-5446
P/L RB:190 PG:898 & RB:493 PG:21	TAX MAP: 59B F/ PARCEL: 3, 5, 6, 7, 8, & 17
DATE: 10/09/2023	1ST C.D. - WHITE COUNTY, TN
SCALE: 1"=50'	ACREAGE SUBDIVIDED: 1.646 AC ±
DRAWING #23-289 C	NUMBER OF LOTS: 2