

*Municipal-Regional Planning Commission*

# Meeting Agenda

Atoka Town Hall  
334 Atoka-Munford Avenue

Tuesday, July 21, 2022  
5:30 p.m.

- I. Call to Order & Establishment of a Quorum**
- II. Approval of the Minutes**
  - Regular Commission Meeting – June 16, 2022
- III. Reports**
  - Code Enforcement Monthly Activity Report
- IV. Old Business**
  - 1. Minor Plat- Beeman Minor Subdivision
- V. New Business**
  - 1. Resubdivision- Lot 17 & 22 McLaughlin Commercial Phase III (3)
- VI. Miscellaneous Items from the Planning Commission**
- VII. Citizen Concerns.**
- VIII. Adjourn**



## ***Municipal-Regional Planning Commission***

### **Public Hearing -Minutes**

Atoka Town Hall  
334 Atoka-Munford Avenue

Thursday June 16, 2022  
6:30pm

### **Meeting – Minutes**

The **Atoka Municipal/Regional Planning Commission** met with the following members present:

Keith Moore  
John Harber

Michael Smith  
Stephen Shopher

Brett Giannini  
Vicki Shipley

Absent: Jonathan Fortenberry  
Also attending:

Amanda Faurbo, Assistant to the Town Administrator  
Marc Woerner, Town Administrator  
\*Attached Sign In sheet

- I. Chair Shopher called the meeting to order at 6:30pm and established a quorum.
- II. **Approval of the May 17, 2022, Minutes-** Commissioner Harber made a motion to approve the February 24, 2022, minutes as presented. Commissioner Giannini seconded. All Approved. Motion carried.
- III. **Reports-** None
- IV. **Old Business-** None
- v. **New Business**

1. Rezoning Request Meade Lake and Walker Parkway Parcel: 084412801000- Kyle Hamm, Wilbanks and Associates presented the rezoning information. He advised that originally the proposal was FAR with a proposed PUD combining R-2 and R-4. The developer is requesting a straight re-zoning to R-2. He identified the two main concerns from the previous meeting. One concern being the traffic concern, an updated traffic study was submitted. The other concern was the sewer capacity. Commissioner Harber asked Mr. Hamm about R-2 allowing duplexes. Commissioner Harber made a statement regarding the City of Munford advising the town that they would recommend the town to inform them of any further development before development is approved. Commissioner Harber also stated the information from the contracted planner's report: A strict re-zoning does not line up with the existing Land Use Plan. Commissioner Harber made a motion to give a negative recommendation based off the Orion memo and the traffic study. Commission Moore seconded the motion. All Approved. Motion Carried.

2. Minor Plat Williamson Subdivision- Mr. Williamson presented the request details to the Commission. Commissioner Moore made a motion to approve the minor plat as presented. Commission Giannini seconded the motion. All Approved. Motion Carried.

3. Minor Plat Beeman Subdivision – Discussion occurred regarding requiring the entire tract. Commissioner Moore stated that the flood plain would be difficult to include. Ben, SSR stated that he generally would prefer the entire tract to be included. Commissioner Harber made a motion to table the minor plat until next month. Commission Shipley seconded the motion. All Approved. Motion Carried.

- V. **Miscellaneous Items from the Planning Commission-** Commissioner Moore presented a status on 47 Jill Cove. He advised the commission that the property had been before the Board of Zoning Appeals and the item was tabled.

VI. **Citizens' Concerns**

**Meeting adjourned at 7:03pm.**

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Stephen Shopher, Chair

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Amanda Faurbo, Clerk

# Atoka Code Enforcement

## Monthly Report - Fiscal Year 2022

PERMIT INFORMATION	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Building Permit - Commercial		1		2			1	1		2		1	8
Building Permit - Industrial													0
Building Permit - Residential - Addition	3	2	3	1	2		1	3	2	4	2	2	25
Building Permit - Residential - New Build	7	5	1	4	15	5	5	3	4	4	4	3	60
Building Permit - Residential - Upstairs Finish	2	1		1							2	1	7
Misc Permit - Accessory Structure	3	1	1	1	7			2	2	2	7	3	29
Misc Permit - Detached Garage					4	3							7
Misc Permit - Fence Permit	1	3	3	1	3	2		5	3	5	3	10	39
Misc Permit - Pool Permit		2	1	1	2		1		2	7	10	4	30
Misc Permit - Sign Permit	1			2				2		2			7
<b>TOTAL PERMIT INFORMATION</b>	<b>17</b>	<b>15</b>	<b>9</b>	<b>13</b>	<b>33</b>	<b>10</b>	<b>8</b>	<b>16</b>	<b>13</b>	<b>26</b>	<b>28</b>	<b>24</b>	<b>212</b>

CERTIFICATE OF OCCUPANCY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Certificate of Occupancy - Commercial								1					1
Certificate of Occupancy - Industrial													0
Certificate of Occupancy - Residential	6	13	3	18	9	12	7	4	5	5	9	11	102
<b>TOTAL CERTIFICATE OF OCCUPANCIES</b>	<b>6</b>	<b>13</b>	<b>3</b>	<b>18</b>	<b>9</b>	<b>12</b>	<b>7</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>9</b>	<b>11</b>	<b>103</b>

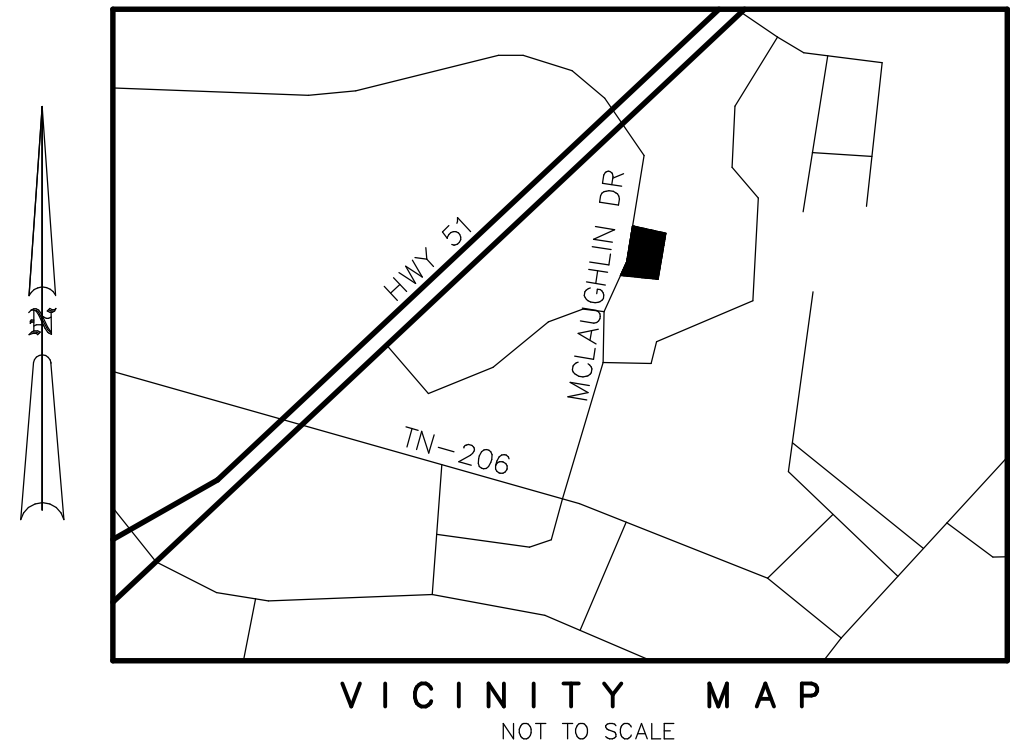
BUILDING INSPECTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Form Board / Set Back Inspection	5	5	1	2	14	3			5		4	4	43
Footing Inspection	2	1	1	1	2	1	4						12
Plumbing Inspection	4	5	4	6	6	11	4	1	8	3	5	4	61
Sheathing Inspection	9	3	4	7	7	6	6	5	5	3	2	7	64
Brick Ties Inspection	12	8	8	19	5	1	1	1	11	9	4	3	82
Framing Inspection	16	8	9	15	7	8	3	9	11	8	6	10	110
Insulation Inspection	4	6	4	15	2	7	5	6	7	9	7	6	78
<b>TOTAL BUILDING INSPECTIONS</b>	<b>52</b>	<b>36</b>	<b>31</b>	<b>65</b>	<b>43</b>	<b>37</b>	<b>23</b>	<b>22</b>	<b>47</b>	<b>32</b>	<b>28</b>	<b>34</b>	<b>450</b>

CODE ENFORCEMENT ACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Municipal Court Citations												1	1
Property Maintenance Complaints - Closed	46	12	49	60	39	49	15	25	28	103	42	28	496
Property Maintenance Complaints - Received	57	15	67	63	93	56	18			120	46	41	576
<b>TOTAL CODE ENFORCEMENT ACTIONS</b>	<b>103</b>	<b>27</b>	<b>116</b>	<b>123</b>	<b>132</b>	<b>105</b>	<b>33</b>	<b>25</b>	<b>28</b>	<b>223</b>	<b>88</b>	<b>70</b>	<b>1073</b>

PERMIT FEES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Collected Fees	\$7,293	\$3,538	\$2,368	\$4,025	\$10,172	\$4,786	\$3,313	\$2,213	\$3,370	\$4,982	\$5,120	\$4,091	\$55,271
<b>TOTAL PERMIT FEES</b>	<b>\$7,293</b>	<b>\$3,538</b>	<b>\$2,368</b>	<b>\$4,025</b>	<b>\$10,172</b>	<b>\$4,786</b>	<b>\$3,313</b>	<b>\$2,213</b>	<b>\$3,370</b>	<b>\$4,982</b>	<b>\$5,120</b>	<b>\$4,091</b>	<b>\$55,271</b>

COMMENTS
Temporary Permits: (Fireworks, Temporary signs, etc..) Fiscal Year: 7      Back Wash Pit Inspections: 3





I, \_\_\_\_\_, THE UNDERSIGNED OWNER OF  
THE PROPERTY SHOWN HEREON, HEREBY ADOPT THIS AS MY PLAN OF  
SUBDIVISION AND DEDICATE THE STREETS, EASEMENTS, RIGHTS-OF-  
WAY, RIGHTS OF ACCESS AS SHOWN AND ALL UTILITIES TO THE CITY  
OF MUNFORD FOREVER, AND HEREBY CERTIFY THAT I AM THE OWNER IN  
FEE SIMPLE, DULY AUTHORIZED SO TO ACT, AND THAT SAID PROPERTY  
IS UNENCUMBERED BY ANY TAXES THAT HAVE BECOME DUE AND  
PAYABLE.

STATE OF TENNESSEE  
COUNTY OF TIPTON

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE  
STATE AND COUNTY AFORESAID, DULY COMMISSIONED AND QUALIFIED,  
PERSONALLY APPEARED \_\_\_\_\_ WITH WHOM  
I AM PERSONALLY ACQUAINTED AND WHO, UPON OATH, ACKNOWLEDGE  
HIMSELF TO BE OWNER OF THE \_\_\_\_\_  
SUBDIVISION, AND HE AS SUCH OWNER, EXECUTED THE FOREGOING  
INSTRUMENT FOR THE PURPOSE THEREIN CONTAINED BY SIGNING HIS  
NAME AS OWNER.

IN WITNESS WHEREOF, I HEREUNTO SET OUT MY HAND AND AFFIX MY  
SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
20\_\_\_\_\_

NOTARY PUBLIC: \_\_\_\_\_

MY COMMISSION EXPIRES: \_\_\_\_\_

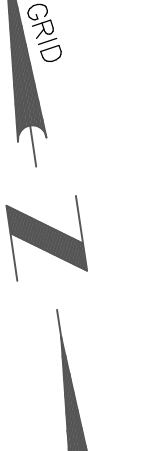
I, \_\_\_\_\_, DO HEREBY CERTIFY THAT I AM  
A REGISTERED LAND SURVEYOR, AND THAT I HAVE SURVEYED THE LANDS,  
EMBRACED WITHIN THE PLAT OR MAP DESIGNATED AS THE  
\_\_\_\_\_, SUBDIVISION, A SUBDIVISION LYING WITHIN  
THE CORPORATE LIMITS OF THE CITY OF ATOKA, TENNESSEE; SAID PLAT  
OR MAP IS A TRUE AND CORRECT PLAT OR MAP OF THE LANDS EMBRACED  
THEREIN, SHOWING THE SUBDIVISION THEREOF ACCORDANCE WITH THE  
SUBDIVISION REGULATIONS OF THE CITY OF ATOKA, TENNESSEE; I FURTHER  
CERTIFY THAT THE SURVEY OF THE LANDS EMBRACED WITHIN SAID PLAT OR  
MAP HAVE BEEN CORRECTLY MONUMENTED IN ACCORDANCE WITH THE SUBDIVISION  
REGULATIONS OF THE CITY OF ATOKA, TENNESSEE.

IN WITNESS WHERE OF, I, \_\_\_\_\_, THE SAID  
REGISTERED LAND SURVEYOR, HEREUNTO SET OUT MY HAND AND AFFIX MY  
SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_,  
20\_\_\_\_.

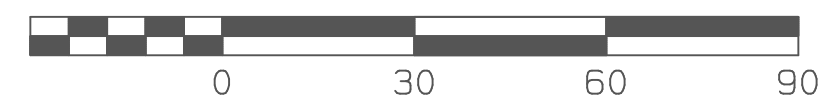
BY: \_\_\_\_\_ DATE \_\_\_\_\_  
 . HARRY P. DIKE, R.L.S.  
 . TENNESSEE CERTIFICATE No. 3025

I, \_\_\_\_\_, DO HEREBY CERTIFY THAT THE CITY OF  
ATOKA'S PLANNING COMMISSION HAS APPROVED THIS FINAL PLAT OF  
SUBDIVISION FOR RECORDING

DATE \_\_\_\_\_ PLANNING COMMISSION SECRETARY,  
CITY OF ATOKA



GRAPHIC SCALE      1"=30'



ATOKA, TIPTON COUNTY, TN

ENGINEER: W. H. PORTER CONSULTANTS, PLLC

6055 PRIMACY PARKWAY, SUITE 115  
MEMPHIS, TENNESSEE 38119  
(901) 363-9453

SCALE: 1" = 30'      DATE: JUNE 10, 2022

ZONED: G-C

SHEET 1 OF 1

I HEREBY CERTIFY THAT THIS IS A CATEGORY "1" SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS 1:10,000 OR GREATER. AND PER THE CURRENT TENNESSEE MINIMUM STANDARDS OF PRACTICE

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
HARRY P DIKE , R.L.S.  
TENNESSEE CERTIFICATE NO. 3025

W. H. PORTER & CO., INC. MAKES NO GUARANTEE, WARRANTY OR CERTIFICATION CONCERNING THE SUITABILITY OF ANY EARTHWORK FILL OR FOUNDATION CONDITION OR SUITABILITY OF ANY LOT IN THIS SUBDIVISION FOR FOUNDATION CONSTRUCTION FOR ANY STRUCTURE PROPOSED HEREIN.

THE CERTIFICATION OF THE FINAL PLAT BY W. H. PORTER CONSULTANTS, PLLC REFERS ONLY TO THE PLAT ITSELF, NOT THE FINAL CONSTRUCTION PROJECT AS A WHOLE.

W. H. PORTER CONSULTANTS, PLLC PERFORMED NO CONTRACT ADMINISTRATION FOR THIS DEVELOPMENT, AND MAKES NO GUARANTEE, WARRANTY OR CERTIFICATION CONCERNING THE SUITABILITY OF ANY EARTHWORK FILL OR FOUNDATION CONDITION, OR THE SUITABILITY OF ANY LOT IN THIS SUBDIVISION FOR ANY CONSTRUCTION.

1. SURVEY PREPARED FOR WAYNE BOULER, MUNFORD DEVELOPMENT CO, P.O. BOX 373 ATOKA, TN 38004
2. DISTANCES AND BEARINGS SHOWN HEREON, EXCEPT AS NOTED, ARE GRID, OBTAINED USING GLOBAL POSITIONING SYSTEM (GPS) EQUIPMENT AND BASED ON TENNESSEE COORDINATE SYSTEM OF 1983, NAD83(1995). GROUND DISTANCES CAN BE DERIVED BY MULTIPLYING THE GRID DISTANCE BY A COMBINED SCALE FACTOR OF 0.999971054. GEODETIC BEARINGS CAN BE DERIVED BY ADDING THE CONVERGENCE ANGLE OF  $(-2^{\circ}12'49")$  TO THE GRID BEARING.
3. W. H. PORTER CONSULTANTS, PLLC HEREBY CERTIFIES THIS SURVEY TO MUNFORD DEVELOPMENT CO. FOR THE SINGULAR PURPOSE OF THE SALE/PURCHASE OF THE SUBJECT PROPERTY. NO LIABILITY IS ASSUMED BY W. H. PORTER CONSULTANTS, PLLC FOR ANY LOSS THAT MAY BE ASSOCIATED WITH THE USE OF THIS SURVEY OTHER THAN FOR THE PURPOSE STATED HEREIN.
4. A TRIMBLE R-12 GNSS DUAL FREQUENCY RECEIVER WAS USED FOR ESTABLISHING CONTROL USING THE TDOT GNSS REFERENCE NETWORK. GPS RTK METHODS WERE USED ALSO USING THE TRIMBLE R-12 RECEIVERS AND CONVENTIONAL METHODS WERE USED USING A TRIMBLE S5 ROBOTIC TOTAL STATION.
5. THE WORD "CERTIFY" OR "CERTIFICATION" AS SHOWN AND USED HEREON MEANS AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THE FACT OF THE SURVEY AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED.
6. THIS PROPERTY IS NOT LOCATED IN THE 100-YEAR FLOOD PLAIN PER F.E.M.A. MAP No. 47167C 0310F, FLOOD INSURANCE RATE MAP, ZONE "X", EFFECTIVE DATE DECEMBER 12, 2006.
7. S.I.P. - SET REBAR WITH YELLOW PLASTIC CAP STAMPED "W. H. PORTER RLS 3025."

# Memo

To: Amanda Farbo

Ben Ledsinger

From Robert Barber

RE: Minor Lot Applications for July 21, 2022

Date: July 15, 2022

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Amanda, we have reviewed the following proposed minor lot subdivision applications to be considered by the Planning Commission agenda for July 21, 2022. Review was based on the basic design requirements of the respective tracts' zoning category and subdivision regulations.

1. **Beeman Minor Subdivision (as tabled from the previous meeting)** – The proposed division (shown below for reference) complies with the basic design provisions for a minor subdivision and the tract's zoning category. In our previous review we stated that the parent tract should be included in its entirety as a part of the plat. However, after review of the minutes and further discussion, the applicant has no intention of further development on the parent tract in the near future. Given this fact, the substantial size of the parent tract, and application to Atoka for any future subdivision, this division is approvable under the Planning Commission's variance criteria in Article 9 of the subdivision regulations, which state:
  - a. *The variance will not be detrimental to the public safety, health, or welfare, or be injurious to other property or improvements in the neighborhood in which the property is located.*
  - b. *The conditions upon which the request for a variance is based are unique to the property for which the variance is sought and are not applicable generally to other property.*
  - c. *Because of the particular physical surroundings, shape, or topographical condition of the specific property involved, a particular hardship (not self-imposed) to the owner would result, as distinguished from a mere inconvenience, if the strict letter of these regulations were carried out.*
  - d. *The variance will not in any manner alter the provisions of the Land Development Plan, the major road plan, or any zoning ordinance.*



