

Municipal-Regional Planning Commission

Meeting Agenda

Atoka Town Hall
334 Atoka-Munford Avenue

Thursday August 18, 2022
6:30 p.m.

I. Call to Order & Establishment of a Quorum

II. Approval of the Minutes

Regular Commission Meeting – July 21, 2022

III. Reports

Code Enforcement Monthly Activity Report

IV. Old Business

Karen Stokes- 673 Maple Drive Minor Plat

Karen Stokes- 673 Maple Drive – Rezoning Request R(Residential) to NC (Neighborhood
Commerical)

V. New Business

VI. Miscellaneous Items from the Planning Commission

VII. Citizen Concerns.

VIII. Adjourn



Municipal-Regional Planning Commission

Atoka Town Hall
334 Atoka-Munford Avenue

Thursday July 21, 2022
5:30pm

Meeting – Minutes

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

Keith Moore
John Harber

Brett Giannini
Stephen Shopher

Vicki Shipley

Absent: Michael Smith

Also attending:

Amanda Faurbo, Assistant to the Town Administrator
Marc Woerner, Town Administrator
Ben Ledsinger, SSR
Bob Barber, Orion
*Attached Sign In sheet

Chair Shopher called the meeting to order at 5:33pm and established a quorum. Chair Shopher advised the Commission that Commissioner Fortenberry submitted his resignation to the Mayor this week via email.

Approval of the June 16, 2022, Minutes- Commissioner Moore made a motion to approve the June 16, 2022, minutes as presented. Commissioner Giannini seconded. All Approved. Motion carried.

Reports- Code Enforcement Report was available for review and questions. No questions were asked.

Old Business- Minor Plat Beeman Subdivision – Mr. Beeman, property owner presented the minor to the Planning Commission. Bob with Orion advised the Commission that with the circumstances the entire tract would have to be included. Commissioner Moore made a motion to approve the 1-acre lot subdivision including the variance to not include the parent track. Commission Shipley seconded the motion. All Approved. Motion Carried.

New Business Re-Subdivision Lot 17 & 22 Mclaughlin Commercial Phase III (3) Mr. Boulter, property owner presented the minor to the Commission. Commissioner Giannini made a motion to approve. Commission Harber seconded the motion. All Approved. Motion Carried.

Miscellaneous Items from the Planning Commission- None
Citizens' Concerns

Meeting adjourned at 5:42pm.

Stephen Shopher, Chair

Amanda Faurbo, Clerk

PERMIT INFORMATION	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Building Permit - Commercial													0
Building Permit - Industrial													0
Building Permit - Residential - Addition	2												2
Building Permit - Residential - New Build	2												2
Building Permit - Residential - Upstairs Finish	1												1
Misc Permit - Accessory Structure	3												3
Misc Permit - Detached Garage	1												1
Misc Permit - Fence Permit	9												9
Misc Permit - Pool Permit	2												2
Misc Permit - Sign Permit	1												1
TOTAL PERMIT INFORMATION	21	0	0	0	0	0	0	0	0	0	0	0	21

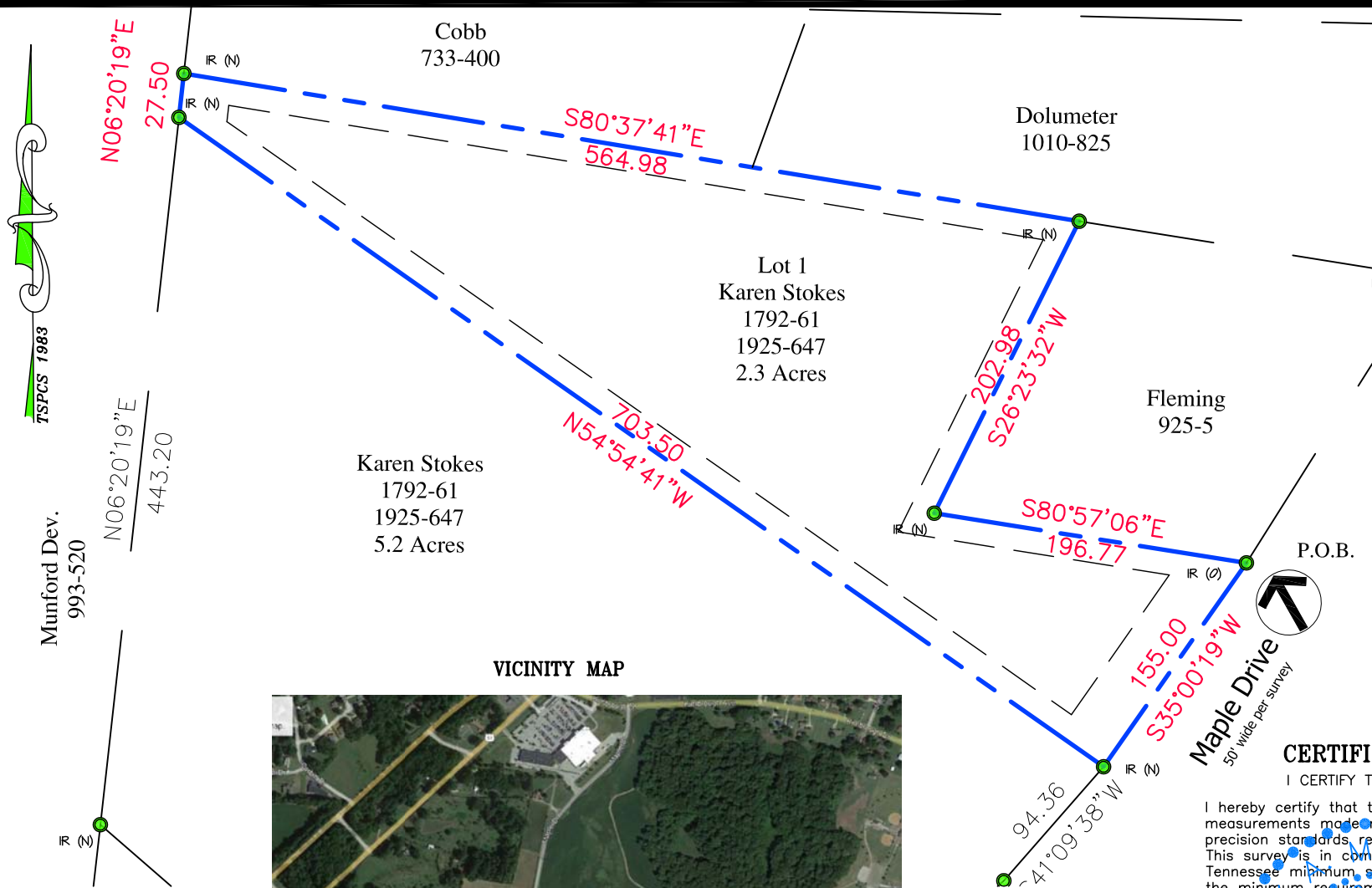
CERTIFICATE OF OCCUPANCY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Certificate of Occupancy - Commercial													0
Certificate of Occupancy - Industrial													0
Certificate of Occupancy - Residential	11												11
TOTAL CERTIFICATE OF OCCUPANCIES	11	0	0	0	0	0	0	0	0	0	0	0	11

BUILDING INSPECTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Form Board / Set Back Inspection	3												3
Footing Inspection													0
Plumbing Inspection	5												5
Sheathing Inspection	4												4
Brick Ties Inspection	4												4
Framing Inspection	11												11
Insulation Inspection	9												9
TOTAL BUILDING INSPECTIONS	36	0	0	0	0	0	0	0	0	0	0	0	36

CODE ENFORCEMENT ACTIONS	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Municipal Court Citations													0
Property Maintenance Complaints - Closed	39												39
Property Maintenance Complaints - Received	7												7
TOTAL CODE ENFORCEMENT ACTIONS	46	0	0	0	0	0	0	0	0	0	0	0	46

PERMIT FEES	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Collected Fees	\$3,366												\$3,366
TOTAL PERMIT FEES	\$3,366	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,366

COMMENTS
Temporary Permits: (Fireworks, Temporary signs, etc...) Fiscal Year:



SURVEY NOTE:

I HEREBY CERTIFY THAT THIS IS A CATEGORY IV SURVEY.

NO ABSTRACT OF TITLE, NOR TITLE COMMENT, OR TITLE SEARCH WERE FURNISHED TO THE SURVEYOR. ALL DOCUMENTS OF RECORD REVIEWED ARE NOTED HEREON. THERE MAY EXIST OTHER DOCUMENTS OF RECORD THAT MAY AFFECT THIS SURVEYED PARCEL.

I/WE HAVE NOT REVIEWED NOR DO WE EXPRESS ANY OPINION AS TO IF THIS PROPERTY LIES WITHIN A SPECIAL FLOOD HAZARD AREA.

NO ATTEMPT HAS BEEN MADE TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY OR LOCATION OF ANY EXISTING UTILITY. ONLY UTILITY STRUCTURES VISIBLE AT THE TIME OF THIS SURVEY WERE LOCATED.

LEGEND:

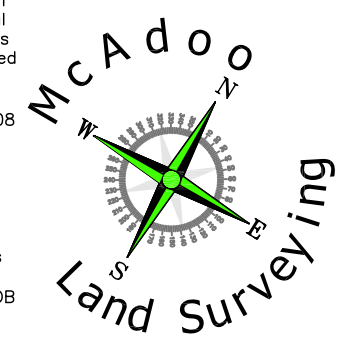
- 4" WOOD POST
- FENCE
- 8"WP (O) - OLD 8" WOOD POST
- IR (N) - 1/2" REBAR WITH CAP
- TP (O) - FOUND T-POST
- SN (N) - NEW SURVEYOR'S NAIL
- IR (O) - 1/2" REBAR FOUND
- E. EAST
- N. NORTH
- P.O.B. POINT OF BEGINNING
- S. SOUTH
- W. WEST

GPS NOTE:

For Boundary aspects of this survey: RTK GPS single vector positional data was observed on the date indicated on the survey utilizing a Trimble R-4 dual frequency receiver. The grid coordinates of the Fixed Station Shown were derived using a VRS network of CORS stations referenced to TCS 83(2011), position (Epoch 2010.0) Transformed from IGS08 (epoch 2005.0) position in Aug 2011.

x = 30960.045 m
Y = -5211272.410 m
Z = 3665051.637 m
ellipsoid height = 64.175 m

Positional accuracy of the GPS vectors does not exceed: H 0.08', V 0.15'
Combined Grid Factor: 0.999966 at POB



PO Box 515
Oakland, TN 38060
901-465-2235

VICINITY MAP



CERTIFICATE:

I CERTIFY TO: Karen Stokes

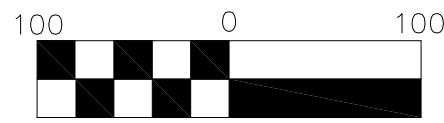
I hereby certify that the precision of the measurements made meet, at a minimum, the precision standards required by applicable state law. This survey is in compliance with the current Tennessee minimum standards of practice, and meets the minimum requirements for a Category IV Survey.



BY Jack A. McAdoo, Jr. RLS Date
Tennessee Certificate No. 1701

MINOR SUBDIVISION PLAT
Karen Stokes
MAP 111 PARCEL 107.00, 107.06
RECORDED IN
1792-61, 1925-647
TIPTON CO., TENNESSEE
DISTRICT 7

SCALE: 1"=100' DATE: JULY 14, 2022



PRELIMINARY
This is the final work product and is only marked as a preliminary due to requirements set forth by the Land Surveyor's Board (820-03-.06(3)). This is an electronic copy of the survey. It was sent as a courtesy to the recipient. The official survey will contain a seal and signature, and should be the only media relied upon.

TDEC APPROVAL:(if required)

STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF WATER RESOURCES
APPROVAL IS HERBY GRANTED FOR LOT 1, DEFINED AS KAREN STOKES MINOR SUBDIVISION, FAYETTE COUNTY, TENNESSEE, AS BEING SUITABLE FOR A CONVENTIONAL SUBSURFACE SEWAGE DISPOSAL SYSTEM (SSDS) WITH THE RESTRICTIONS LISTED BELOW.
PRIOR TO ANY CONSTRUCTION OF A STRUCTURE, MOBILE OR PERMANENT, THE PLAN FOR THE EXACT HOUSE/STRUCTURE LOCATION MUST BE APPROVED AND A SSDS SYSTEM PERMIT ISSUED BY THE DIVISION OF WATER RESOURCES. WATER TAPS, WATER LINES, UNDERGROUND UTILITIES, AND DRIVEWAYS SHOULD BE LOCATED AT THE SIDE PROPERTY LINES UNLESS OTHERWISE NOTED. ANY CUTTING, FILLING, OR OTHER ALTERATION OF THE SOIL CONDITIONS MAY VOID THIS APPROVAL.

DATE
ENVIROMENTAL SPECIALIST
DIVISION OF WATER RESOURCES

RESTRICTIONS
1) THIS APPROVAL COVERS LOT 1 OF KAREN STOKES MINOR SUBDIVISION
2) LOT 1 IS APPROVED FOR INDIVIDUAL CONVENTIONAL SUBSURFACE SEWAGE DISPOSAL SYSTEM TO SERVE A MAXIMUM BEDROOM DWELLING.
3) THE SHADING INDICATES THE AREA SET ASIDE FOR THE ORGINAL AND DUPLICATE SUBSURFACE SEWAGE DISPOSAL SYSTEM ON THE INDIVIDUAL LOT. ANY DISTURBANCES /OR ENCROACHMENT INTO THESE AREAS WILL VOID THIS APPROVAL AND RESULT IN DENIAL OF THE SSDS INSTALLATION PERMIT. ENCROACHMENT INCLUDES, BUT IS NOT LIMITED TO, DRIVEWAYS, BUILDINGS, SHEDS, GARAGES, AND SWIMMING POOLS. DISTURBANCE INCLUDES, BUT IS NOT LIMITED TO, GRADING, FILLING, AND CROSSING WITH UNDERGROUND UTILITIES.
4) THE LOTS IN THIS APPROVAL REQUIRES AN INTERCEPTOR/CURTAIN DRAINS TO REMOVE POTENTIAL SUBSURFACE DRAINAGE FROM THE PURPOSED SSDS AREAS. A NATURAL OUTLET IS CURRENTLY AVAILABLE ON THE LOT. ANY CHANGES TO THIS COULD RESULT IN PERMIT DENIAL.
5) DEPENDING ON FINAL DWELLING LOCATIONS AND PLUMBING OUTLETS, ANY/EACH SYSTEM MAY REQUIRE A PUMP TO ACCESS THE USEABLE SOILS ON THE LOT.
6) PROIR TO ANY CONSTRUCTION BEGINNING ON THE LOT, THE OWNER/BUILDER MUST APPLY FOR AND SECURE A CONSTRUCTION PERMIT FOR THE SUBSURFACE SEWAGE DISPOSAL SYSTEM THRU THE LOCAL WATER RESOURCE OFFICE (731-512-1300)

ENVIRONMENTAL SPECIALIST
DIVISION OF GROUND WATER PROTECTION
DATE

OWNER:

KAREN STOKES
115 W CHERRYBARK DRIVE
ATOKA, TN 38004

ZONING:

R-1
FRONT YARD SETBACK: 35'
SIDE YARD SETBACK: 15'
REAR YARD SETBACK: 30'

PLANNING COMMISSION:

I hereby certify that the subdivisions plat shown hereon has been found to comply with the Tipton County Subdivision Regulations, with the exception of such variances, if any, as are noted in the minutes of the Planning Commission; that the Planning Commission hereby accepts the dedication of the road right-of-way for the benefit and use of Tipton County and the Tipton County Public Works Department, and that this plat has been approved for recording in the Office of the County Register.

, 20
Date Secretary, Planning Commission

SURVEYOR(SUBDIVISION):

I (we) hereby certify that to the best of my (our) knowledge and belief this is a true and accurate survey to the specifications of the Tipton County Subdivision Regulations of the property shown hereon; that this is a Class IV Land Survey as defined in Title 62, Chapter 18, Tennessee Code.

Licensed Land Surveyor Number 1701.

OWNER:

I (we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon as evidenced in Book Number 1792 , Page 61, Book Number 1925 , Page 647, Tipton County Registers Office, and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and that offers of irrevocable dedication for all public ways, utilities, and other facilities have been filed.

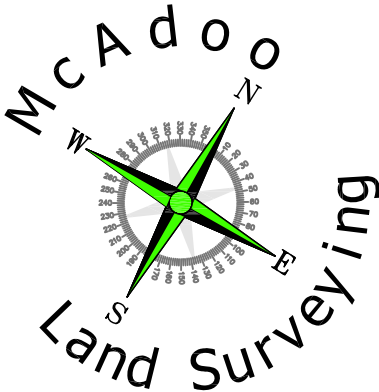
Date Owner

WATER:

I, do hereby certify that I have reviewed the proposed minor subdivision and certify that public water is available.

, 20
Date Name, Title and Agency of Authorized
Approving Agent

Date Owner



PO Box 515
Oakland, TN 38060
901-465-2235

MINOR SUBDIVISION PLAT
Karen Stokes
MAP 111 PARCEL 107.00, 107.06
RECORDED IN
1792-61,1925-647
TIPTON CO., TENNESSEE
DISTRICT 7

SCALE: 1"=100' DATE: JULY 14, 2022

PRELIMINARY
This is the final work product and is only marked as a preliminary due to requirements set forth by the Land Surveyor's Board (820-03-.06(3). This is an electronic copy of the survey. It was sent as a courtesy to the receiptant. The official survey will contain a seal and signature, and should be the only media relied upon.

A -2 - PETITION FOR CHANGE OR RELIEF UNDER THE MUNICIPAL ZONING ORDINANCE OR MAP OF THE TOWN OF ATOKA

1. **Applicant** Name Karen Stokes
Address 115 W Cherrybark Dr Atoka, TN 38004
2. **Owner** Name Karen Stokes
Address 115 W Cherrybark Dr Atoka, TN 38004
3. **Nature of Petition:** Rezoning ☒ Use on Appeal _____ Variance _____
Ordinance Amendment _____ Ordinance Interpretation _____
4. **If requesting a Rezoning, fill out the following section:**
 - a. Street Address: 673 Maple Drive
 - b. Tax Map Number: 111 Parcel Number: 107.06 Area in Acres: 1 Acre
 - c. Vicinity Roads: Kimbrugh Dr - South, Tipton Rod - Northwest
 - d. Zoning: Present: (R-1) (R-2) (R-3) (G-C) (N-C) (M) Requested: (R-1) (R-2) (R-3) (G-C) (N-C) (M)
 - e. Available Utilities: Water (yes) (no) Sewer (yes) (no) Electric (yes) (no)
 - f. Map of affected property (yes) (no)
5. **If requesting a Use on Appeal, fill out the following section:** N/A
 - a. Property address affected _____
 - b. Present Zoning _____
 - c. Reason for request _____
 - d. Attach Site Plan of existing or proposed structure for the use on appeal
6. **Any other request, fill out the following section:** N/A
 - a. Present Zoning: _____
 - b. Reason for request: _____

I, Karen Stokes hereby certify that the statements made here in by me herein and the maps other accompanying data submitted herewith are true and correct. I will be responsible for the cost of publishing and filing this application.

Karen Stokes
Signature of Applicant

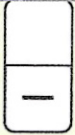


Aerial Photography

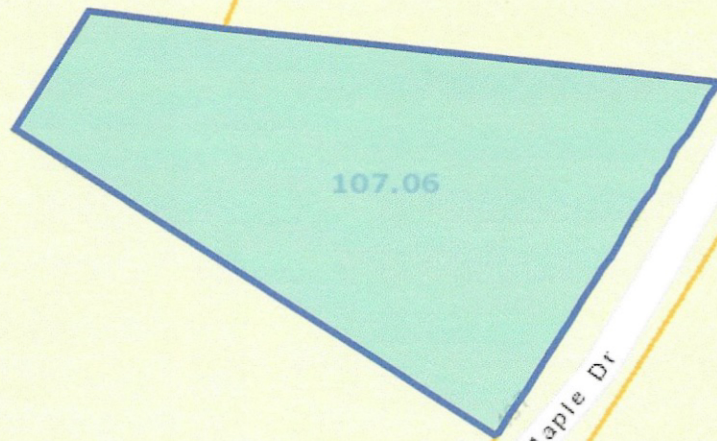
Street Map

Show FEMA DFIRM Flood Map

Hide Property Lines



107.00



107.06

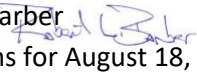
Maple Dr

TN Comptro

Memo

To: Amanda Farbo

Ben Ledsinger

From Robert Barber 

RE: Applications for August 18, 2022

Date: August 15, 2022, **Corrected** August 18

Amanda, we have reviewed the following proposed minor lot subdivision applications to be considered by the Planning Commission agenda for August 18, 2022. Review was based on the basic design requirements of the tracts' zoning category and subdivision regulations.

1. **Karen Stokes Rezoning and Minor Lot Subdivision** - The applicant is requesting that the zoning classification on the subject parcel be changed from R-1 to NC Neighborhood Commercial. The property is located at 673 Maple Drive and is the site of a former residence. The zoning code sets out the following uses as permitted in the NC District:

*"Within the **N-C (Neighborhood Commercial)** District as shown on the Municipal Zoning Map of Atoka, Tennessee, the following regulations shall apply:*

- a. **Intent** - The intent of the N-C (Neighborhood Commercial) District is to provide for suitable areas that provide commercial activities that are not high traffic generators, are located near residential areas and are serviced by all municipal services.*

- b. **Uses Permitted***

- i. Retail trade, limited to:*

General merchandise

Food

Apparel and accessories

Furniture, home furnishings and

equipment Eating and drinking

Other retail trade, except for farm and garden supplies

- ii. Services, limited to:*

Finance, insurance real estate

services Personal services

Business services, including only

Advertising service

Consumer and mercantile credit reporting services, adjustment and collection services

Duplicating, mailing and stenographic

services News syndicate services

Employment services

*Other business services, NEC **

- iii. Professional services*

919 Getwell Road, Hernando, MS 38632 ♦ 901-268-7566 ♦ Bob@OrionPlanningDesign.com

Jacksonville, FL | Hernando, MS | Chattanooga, TN

St. Simons Island, GA | Missoula, MT

- iv. *Contract construction services, offices only*
- v. *Governmental services, excluding correctional institutions and military bases and reservations*
- vi. *Educational services*
- vii. *Miscellaneous services*
- viii. *Recreational Activities, limited to Recreational centers (general), Gymnasiums and athletic clubs."*

Generally, rezoning is justified under one of the following conditions:

- When the requested rezoning is consistent with long range land use plans adopted by the appropriate governing body
- When there was an error or oversight in the original zoning of the property
- When changes have occurred to conditions in the vicinity of the property which prevent the reasonable use of the property as currently zoned

Applicant is requesting that the requested rezoning be given consideration under the changing conditions along Maple Drive.

