

AGENDA
JACKSON MUNICIPAL REGIONAL PLANNING COMMISSION
CITY HALL – GEORGE A. SMITH MEETING ROOM
FIRST FLOOR – 109 EAST MAIN STREET – SUITE 107
OCTOBER 4, 2023 – 3:00 P.M.

- I. CALL TO ORDER/DETERMINATION OF QUORUM
- II. APPROVAL OF MINUTES FROM THE SEPTEMBER 6, 2023 MEETING
- III. TEXT AMENDMENT
 - 1. Consideration of an amendment to the text of the Official Zoning Ordinance of the City of Jackson, Tennessee ARTICLE VI, ARTICLE VI, REGULATIONS APPLYING TO A SPECIFIC, TO SEVERAL, OR TO ALL DISTRICTS, SECTION 28. SHORT TERM RENTAL UNITS
- IV. SUBDIVISIONS
 - 1. Consideration of a final plat for The Summit Section 3, comprising 9 lots on 1.97± acres in a RS-1/PRD (Single Family Residential/Planned Residential) District, submitted by Surveying Services, Inc. on behalf of Zeko Properties, LLC
 - 2. Consideration of a final plat for The Summit Section 4A, comprising 20 lots and 1 common area on 4.51± acres in a RS-1/PRD (Single Family Residential/Planned Residential) District, submitted by Surveying Services, Inc. on behalf of Zeko Properties, LLC
- V. OTHER BUSINESS
 - 1. Any other business properly presented
- VI. ADJOURN

MINUTES
JACKSON MUNICIPAL REGIONAL PLANNING COMMISSION
CITY HALL – GEORGE A. SMITH MEETING ROOM
FIRST FLOOR – 109 EAST MAIN STREET – SUITE 107
SEPTEMBER 6, 2023—3:00 P.M.

Members Present: Jerry Day, Chair
Wayne Arnold, Vice Chair
Mandy White
Charles Adams
Alex Reed
Andrew Long
Councilwoman Marda Wallace

Members Absent: Janna Hellums

Staff Present: Stan Pilant, Director of Planning

Others Present: Dan Morris
Addison Coleman

The meeting was called to order upon Chair Jerry Day determining that a quorum was present.

Afterwards, Chair Jerry Day acknowledged Chris Edwards for his years of service to the Planning Commission, Andrew Long for joining the Planning Commission and Alex Reed for representing Mayor Conger.

The minutes of the July 5, 2023 meeting were presented and a call to vote on approval of the minutes as presented was put forth. Hearing no objections, the motion to approve the minutes passed unanimously.

Consideration of an amendment to the text of the Official Zoning Ordinance of the City of Jackson, Tennessee ARTICLE VI, REGULATIONS APPLYING TO A SPECIFIC, TO SEVERAL, OR TO ALL DISTRICTS, SECTION 27. ACCESSORY DWELLING UNITS (ADU) -- Mr. Pilant presented the text amendment to the Planning Commission and discussed the new changes that will be made to the current regulations.

The Planning Staff recommended approval of the text amendment.

A motion was made by Wayne Arnold, seconded by Charles Adams to recommend approval of the text amendment to the Jackson City Council, as recommended by the staff. Motion passed unanimously.

Afterwards, Dan Morris was present and questioned if an accessory dwelling unit could be added to his barn and garage on his property. Mr. Pilant explained that Mr. Morris would be limited to only one accessory dwelling unit.

Addison Coleman was also present and questioned if the maximum size of a detached accessory dwelling unit also included the square footage of the garage. Mr. Pilant explained that the square footage of the garage would be separate from the accessory dwelling unit, which can reach a maximum of eight hundred fifty (850) square feet or seventy-five (75) percent of the gross floor area of the principal dwelling.

Afterwards, there was additional discussion pertaining to accessory dwelling unit setbacks and square footage. Mr. Pilant also highlighted and explained how non-conformity uses are grandfathered in to existing properties.

Consideration of an amendment to the text of the Official Zoning Ordinance of the City of Jackson, Tennessee ARTICLE VI, ARTICLE VI, REGULATIONS APPLYING TO A SPECIFIC, TO SEVERAL, OR TO ALL DISTRICTS, SECTION 28. SHORT TERM RENTAL UNITS -- Mr. Pilant requested that the text amendment be postponed to next month for further review from the Municipal Technical Advisory Service.

A motion was made by Wayne Arnold, seconded by Councilwoman Marda Wallace to table the text amendment to next month, as recommended by the staff. Motion passed unanimously.

Consideration of a preliminary site plan for Serra Kia, proposed to be located at 151 Stonebridge Boulevard, submitted by Brad Hayes on behalf of Serra Works of Jackson, LLC -- Mr. Pilant presented the preliminary site plan for Serra Kia. Using a location map, he explained the location of the site and the components of the site plan.

The staff recommended approval of the preliminary site plan. (See Site Plan Staff Report)

A motion was made by Alex Reed, seconded by Councilwoman Marda Wallace to approve the proposed preliminary site plan for Serra Kia, as recommended by the staff. Motion passed unanimously.

Consideration of a design review application for a new home, proposed to be located at 306 Mobile Street, submitted by Jason Wilson -- Mr. Pilant presented the design review request to the Planning Commission. Using a location map, he explained the location of the site and that the applicant is requesting to build a new home. Mr. Pilant stated that, since the elevations were limited, this first house would be a test to see if the design and construction would be appropriate for use on other lots.

After review, the Planning Staff recommended approval of the design review request since it represents a good design.

A motion was made by Mandy White, seconded by Councilwoman Marda Wallace to approve the proposed design review for a new home located at 306 Mobile Street, as recommended by the staff. Motion passed unanimously.

Consideration of a design review application for A&D Subdivision, proposed to be located at 237 Muse Street, submitted by Davy Lampley -- Mr. Pilant presented the design review request to the Planning Commission. Using a location map, he explained the location of the site and that the applicant is requesting to build two new homes.

After review, the Planning Staff recommended approval of the design review request since it represents a good design with one contingency:

- 1) The submittal and approval of a subdivision plat splitting the lot into two lots. No permits will be issued until the subdivision plat is recorded.

A motion was made by Wayne Arnold, seconded by Pat Ross to approve the proposed design review for A&D Subdivision located at 237 Muse Street, as recommended by the staff. Motion passed unanimously.

Consideration of a use determination request, submitted by Joel Catlin on behalf of Penske, for the operation of a motor vehicle, truck leasing, renting, sales and maintenance business within the I-2 (Manufacturing and Warehousing) District -- Mr. Pilant presented the use determination to the board. Using a location map, he explained the location of the site and that the I-2 (Manufacturing and Warehousing) District allows other uses if the Planning Commission determines that a use is appropriate and similar in nature to the other uses in the district.

Penske is proposing to operate a motor vehicle, truck leasing, renting, sales and maintenance business, including but not limited to, the housing, fueling, collision repair, installation and operation of a paint booth, maintaining to full capacity, and repairing of both passenger cars and motor trucks, tractors and trailers or either as Penske may elect, including outside parking and storage of such vehicles, and for any other lawful purpose. Mr. Pilant explained that the primary use of the property would be a body shop for tractors and trailers, which would be a service use that was meeting the needs of industry and allowed in the district. However, since they have other proposed uses for on site, the Planning Staff felt it would be better for Penske to pursue a use determination to cover the uses that are not clearly permitted in the district.

A motion was made by Alex Reed, seconded by Pat Ross to approve the use determination. Motion passed unanimously.

Other Business: Vice Chair Wayne Arnold announced that he would like to step down from serving on the Jackson-Madison County Historic Zoning Commission and be replaced.

A motion was made by Chair Jerry Day, seconded by Councilwoman Marda Wallace to appoint Janna Hellums to the Jackson-Madison County Historic Zoning Commission. Motion passed unanimously.

There being no further business, the meeting was adjourned.

Stan Pilant
111 E. Main St.
Suite 201
Jackson, Tennessee 38301



Telephone: 731-425-8286
Fax: 731-927-8781
Email: spilant@jacksontn.gov

MEMORANDUM

TO: Jackson Municipal Regional Planning Commission

FROM: Stan Pilant, Planning Director

SUBJECT: Short-Term Rentals

DATE: September 29, 2023

Last Month, we asked the Planning Commission to postpone action on the text amendment for short-term rentals until the next meeting. After reviewing comments from MTAS, and researching various similar ordinances from other cities, it is clear that there are many options when considering short-term rentals and each situation is different. At this time, after many conversations and extensive information gathering, there are still many things to consider and much information that is still left to gather. So, I will be asking the Planning Commission to postpone this item indefinitely to give us time to tailor a solution that addresses Jackson's unique situation.

Scott Conger, Mayor



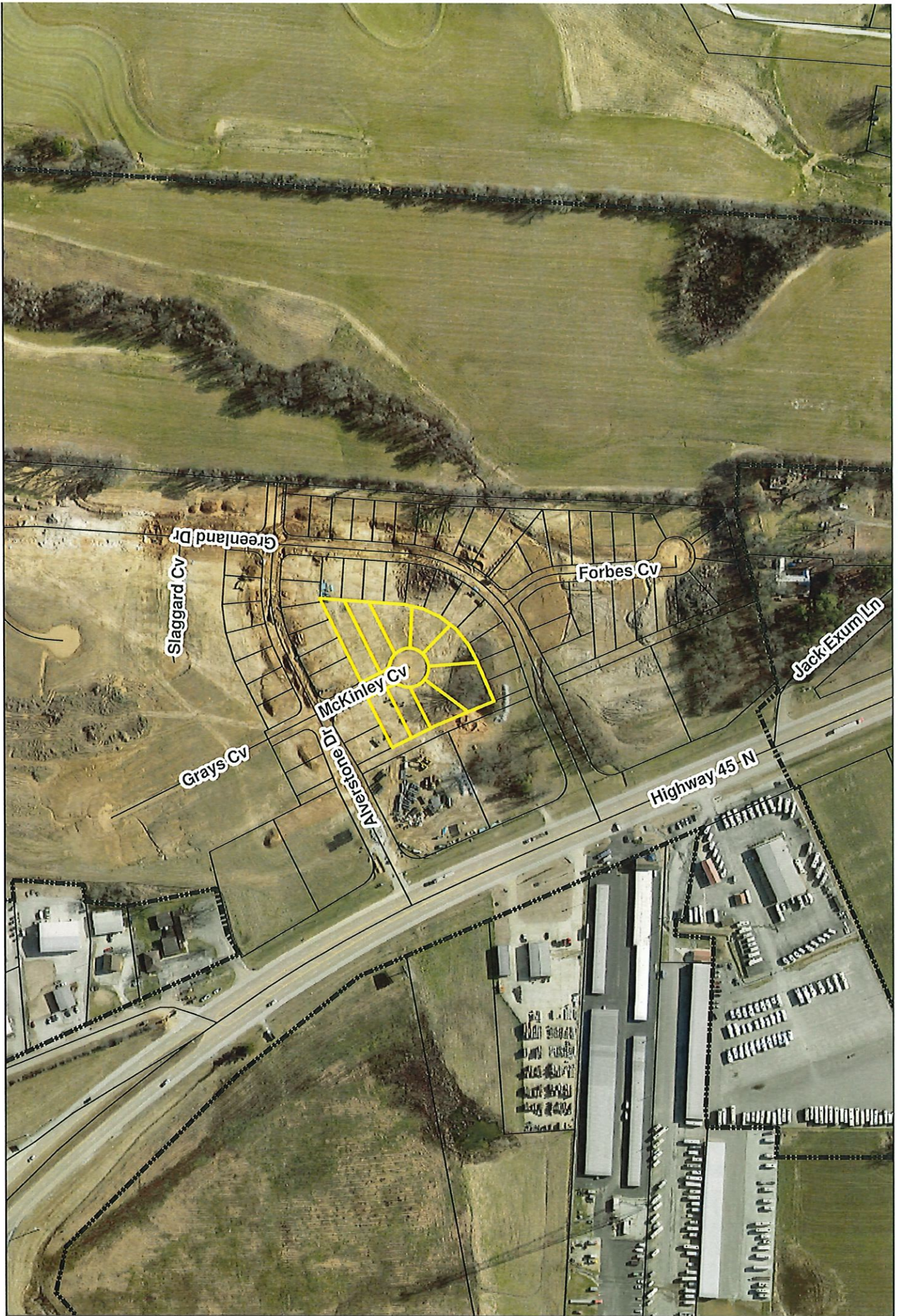
SUBDIVISION STAFF REPORT The Summit Section 3 Final Plat

A final plat has been submitted for Planning Commission review and approval by the property owner, Zeko Properties, LLC. The subdivision creates 9 new building lots by adding McKinley Cove, which is a private street.

After the administrative review, the planning, engineering, and JEA engineering staffs recommend approval of the final plat with the following conditions:

- 1) The developer provides to the Jackson Energy Authority a wastewater system development fee in the amount of \$3,600.
- 2) The developer provides to the Jackson Energy Authority a water system development fee in the amount of \$3,600.
- 3) The developer provides to the City of Jackson a street performance security in the amount of \$4,500.
- 4) All inspections and testing will need to be completed prior to recording the final plat.

SITE LOCATION MAP
FINAL PLAT - THE SUMMIT SECTION 3
MCKINLEY COVE



CERTIFICATE OF OWNERSHIP AND DEDICATION

I, the undersigned, being the owner(s) of the property shown and described herein as indicated in Deed Book 754, Page 1429, in the Register's Office of Madison County, Tennessee, and that I (we) hereby adopt this plan of subdivision for the purpose of subdividing the property shown and described herein into lots, blocks, streets, and other facilities shown herein to provide use as indicated herein, as required by the requirements of the Tennessee Subdivision Control Act, Chapter 129, Tennessee Code Annotated, and the Madison County Planning Commission.

ACKNOWLEDGEMENT OF OWNER(S) SIGNATURE

Date: _____
 State of Tennessee: _____
 County of Madison: _____
 Personally appeared before me, the undersigned, a Notary Public, in and for the State and County mentioned, _____ with whom I am personally acquainted, and who, upon oath, acknowledged such person to be the owner(s) of the property shown and described herein, and that he (she) executed the foregoing instrument for the purpose therein contained, by signing his/her name as owner(s)/developer.

Witness my hand at office, this _____ day of _____, 2011.

My Commission Expires: _____
 Notary Public: _____

CERTIFICATE OF APPROVAL OF WATER SYSTEMS

I hereby certify that the water system has been installed or proposed to be installed meeting the minimum requirements of the Jackson Energy Authority and hereby recommended approval of the final plat.

Date: _____
 Jackson Energy Authority: _____

CERTIFICATE OF APPROVAL OF SANITARY SEWERAGE SYSTEMS

I hereby certify that the sanitary sewerage system has been installed or proposed to be installed meeting the minimum requirements of the Jackson Energy Authority and hereby recommended approval of the final plat.

Date: _____
 Jackson Energy Authority: _____

CERTIFICATE OF APPROVAL OF STREET NAMES AND ADDRESSES

I hereby certify that the street names and addresses indicated on this final plat have been reviewed and approved by the 2011 Administration Office.

Date: _____
 E-911 Administration Office: _____

CERTIFICATE OF RECOGNITION OF PRIVATE STREETS

I hereby recognize that the streets, driveways, improvements, and/or right-of-way applied for on this subdivision plat are private. The responsibility of the subdivision developer and/or future property owners shall be to maintain the streets, driveways, improvements, and/or right-of-way in accordance with the requirements of the subdivision developer and/or future property owners as recorded in the office of the Register of Deeds for Madison County, Tennessee.

Date: _____
 Jackson Municipal Regional Planning Commission: _____

CERTIFICATE OF FINAL PLAT APPROVAL FOR RECORDING

I hereby certify that the final subdivision plat shown herein has been reviewed by all applicable review agencies and has been approved by the Jackson Municipal Regional Planning Commission, and that the subdivision plat is in compliance with the requirements of the Tennessee Subdivision Control Act, Chapter 129, Tennessee Code Annotated, and the Madison County Planning Commission, and that this plat is hereby approved for recording in the office of the Register of Deeds for Madison County, Tennessee.

Date: _____
 Jackson Municipal Regional Planning Commission: _____

CERTIFICATE OF ACCURACY OF SURVEY

I hereby certify by this plat and recording on this plat that it was prepared in accordance with the specifications and requirements of the Jackson Municipal Regional Planning Commission, and that the subdivision plat is in compliance with the requirements of the Tennessee Subdivision Control Act, Chapter 129, Tennessee Code Annotated, and the Madison County Planning Commission, and that this plat is hereby approved for recording in the office of the Register of Deeds for Madison County, Tennessee.

Date: _____
 Jackson Municipal Regional Planning Commission: _____

FINAL PLAT

THE SUMMIT

SECTION 3

CITY OF JACKSON, MADISON COUNTY, TENNESSEE

TAX MAP 27, PARCEL 59.00 - DEED BOOK 754, PAGE 1429

SECTION 3 - 9 LOTS - 1.87 ACRES

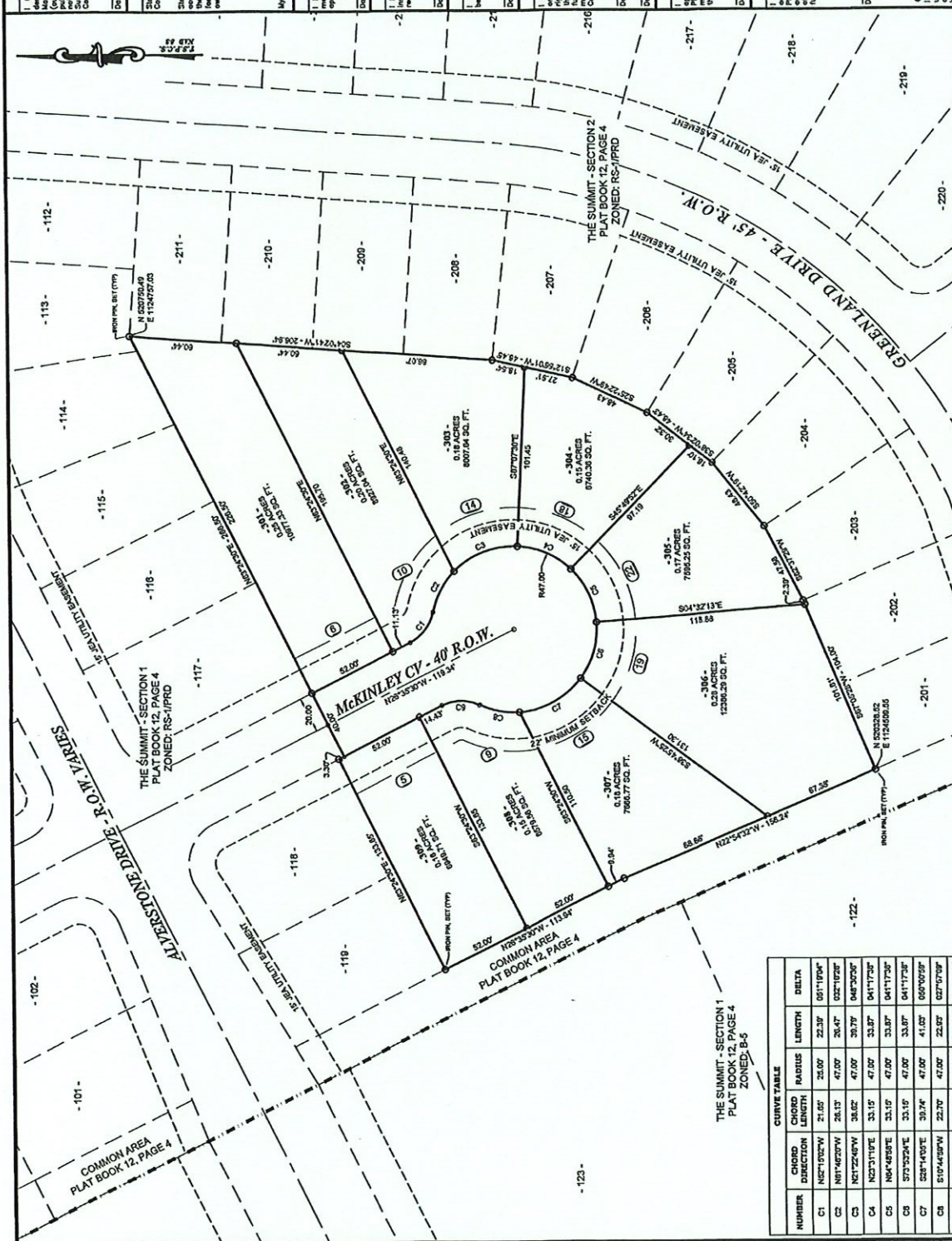
ZONING: RS-1PRD

DRAWN BY: RICHARD N. BROWN DATE: 09/02/2011

SCALE: 1"=40'

DWG. NO. 2011-007-PFS

3000 WOODBURN AVENUE, SUITE 100
 JACKSON, TENNESSEE 38202
 478-484-4444



BENCHMARK NOTE: Property shown herein is May 1941 located near the 124 of The Summit - Section 3, as shown herein. North: 330253.4, East: 1124940.0, Elevation: 451.04.

OWNER INFORMATION:

2220 PROPERTIES, LLC
 1400 N. 10TH AVE., SUITE 100
 ALBANY, TN 38005
 TX MAP 27, PARCEL 59.00
 DEED BOOK 754, PAGE 1429

ZONING INFORMATION:

PLANNED SINGLE FAMILY RESIDENTIAL DISTRICT

STREET INFORMATION TABLE:

STREET	STREET	STREET	STREET	STREET	STREET	STREET	STREET	STREET	STREET
ALVERSTONE DRIVE	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.
MCKINLEY CV	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.	40' R.O.W.
GREENLAND DRIVE	45' R.O.W.	45' R.O.W.	45' R.O.W.	45' R.O.W.	45' R.O.W.	45' R.O.W.	45' R.O.W.	45' R.O.W.	45' R.O.W.

NOTES:

All iron pins set are 1/2" rebar with an identification cap stamped Surveying Services.

This property is not located in a Special Flood Hazard Area per Flood Insurance Rate Map, Map No. 471320151E and 471320152E, Effective Date: August 3, 2009.

The Maintenance Agreement and/or Residuary Covenants for the property shown herein are recorded in Trust Deed Book 2211, Page 1321.

The remainder of the 2220 Properties, LLC property is greater than 5 acres.

There are no Common Areas located within The Summit - Section 3. The total amount of Common Areas located within the entire Summit Development (existing & proposed) is 33.00 acres (41% of the total development of 80.40 acres).

VICINITY MAP

NOT TO SCALE

CURVE TABLE

NUMBER	CHORD	RADIUS	LENGTH	DELTA
C1	152.34	23.07	23.07	90°11'00"
C2	152.34	23.07	23.07	90°11'00"
C3	152.34	23.07	23.07	90°11'00"
C4	152.34	23.07	23.07	90°11'00"
C5	152.34	23.07	23.07	90°11'00"
C6	152.34	23.07	23.07	90°11'00"
C7	152.34	23.07	23.07	90°11'00"
C8	152.34	23.07	23.07	90°11'00"
C9	152.34	23.07	23.07	90°11'00"



SUBDIVISION STAFF REPORT

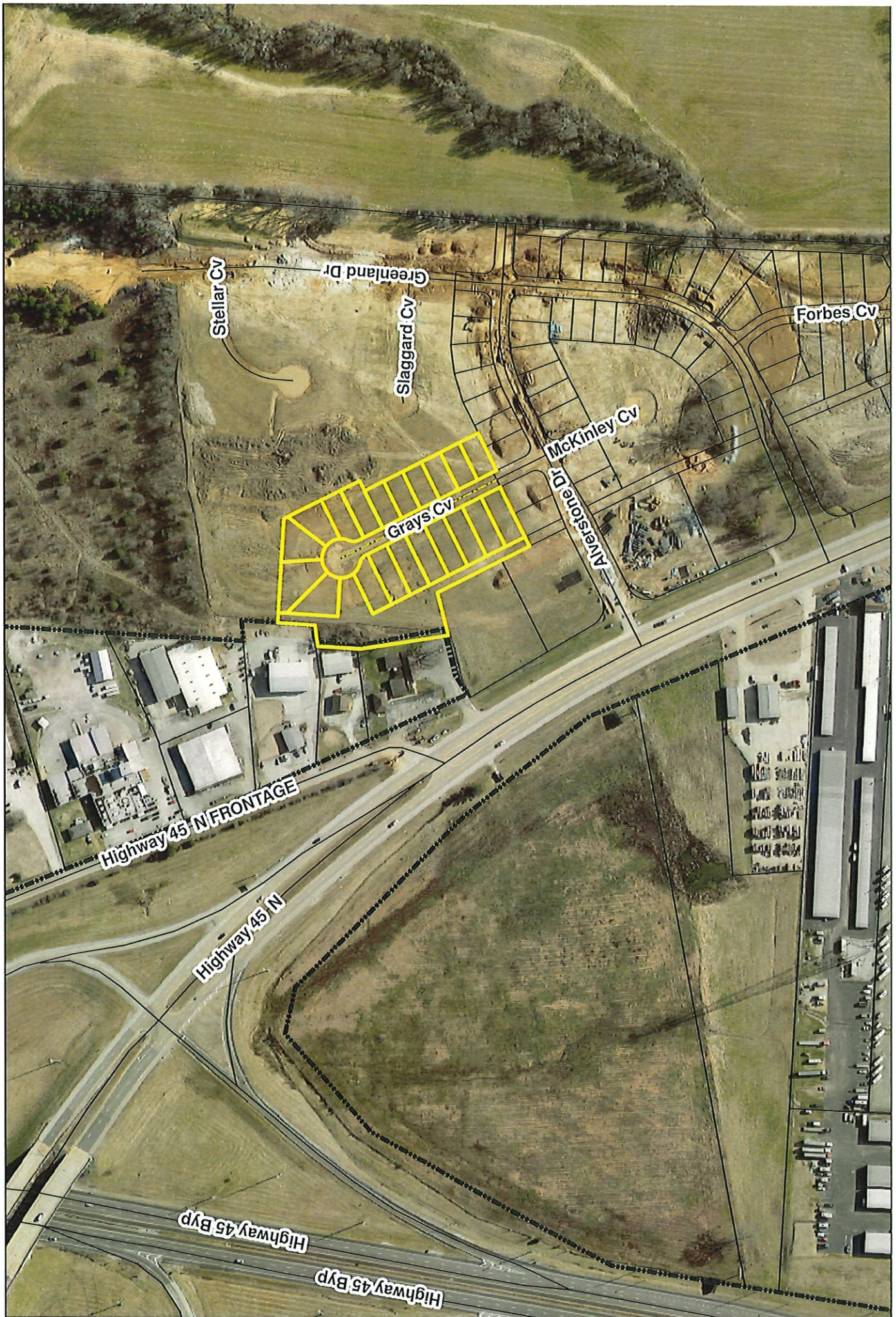
The Summit Section 4-A Final Plat

A final plat has been submitted for Planning Commission review and approval by the property owner, Zeko Properties, LLC. The subdivision creates 20 new building lots by adding Grays Cove, which is a private street.

After the administrative review, the planning, engineering, and JEA engineering staffs recommend approval of the final plat with the following conditions:

- 1) The developer provides to the Jackson Energy Authority a wastewater system development fee in the amount of \$8,000.
- 2) The developer provides to the Jackson Energy Authority a water system development fee in the amount of \$8,000.
- 3) The developer provides to the City of Jackson a street performance security in the amount of \$9,100.
- 4) All inspections and testing will need to be completed prior to recording the final plat.

SITE LOCATION MAP
FINAL PLAT - THE SUMMIT SECTION 4-A
GRAYS COVE



(We) hereby certify that I am (we are) the owner(s) of the property shown and described herein as evidenced in Deed Book 754, Page 1422, in the Register's Office of Madison County, Tennessee, and that I (we) hereby accept this part of subdivision with my (our) understanding that the same will be subject to the provisions of the Subdivision and Land Development Regulations of the Jackson Municipal Regional Planning Commission.

Date

Zeko Properties, LLC

ACKNOWLEDGEMENT OF OWNER(s) SIGNATURE

State of Tennessee

[illegible]

Notary Public _____

My Commission Expires: _____

CERTIFICATE OF APPROVAL OF WATER SYSTEMS

_____ Delta _____ Jackson Energy Authority

CERTIFICATE OF APPROVAL OF SANITARY SEWERAGE SYSTEMS

_____ hereby concur that the sanitary sewerage system has been installed or proposed to be

_____ Date _____

_____ Jackson Energy Authority

CERTIFICATE OF APPROVAL OF STREET NAMES AND ADDRESSES

_____ hereby concur that the street names and addresses depicted on this final plot have been reviewed and approved by the E11 Administrative Office.

herby recognize that the streets, drainages improvements, and/or rights-of-way depicted on this subdivision plat are private. These streets, drainage improvements, and rights-of-way shall remain private and not be accessed by the Governing Authority, and

The future maintenance shall be the responsibility of the subdivision developer and/or future property owners or Home Owners Association in accord with the required maintenance agreement, recorded in the office of the Registrar of Deeds for Madison County, Tennessee.

City of Jackson Engineering Department

heraby certify that the final subdivision plat shown hereon has been reviewed by all applicable review agencies and has been approved by the Jackson Municipal Regional Planning Commission, with the exception of any variances and stipulations noted in the minutes of the Planning Commission and that this plat is hereby approved for recording in the office of the Register of Deeds for Madison County, Tennessee.

CERTIFICATE OF ACCURACY OF SURVEY

_____ Jackson Municipal Regional Planning Commission

I hereby certify by placing my seal and signature on this plat that it was prepared in

in accordance with the specifications and requirements of the Jackson Municipal Regional Planning Commission, and that the accuracy of the survey upon which it is based is in accordance with the requirements of the Standards of Practice as contained in the Rules of the Tennessee State Board of Examiners for Land Surveyors, Category I survey. I further certify that all monuments have been placed as indicated.

9/07/23

CERTIFICATE: I hereby certify that this is a Category 1 Survey and that the ratio of precision of the unadjusted survey is 1:10,000 as shown herein. This survey is compliant with the

FINAL PLAT

**THE SUMMIT
SECTION 4-A**

554

4
SURVEYING SERVICES, INC.
JACKSON, TENNESSEE
41 HERITAGE SQUARE
(731) 564-0857

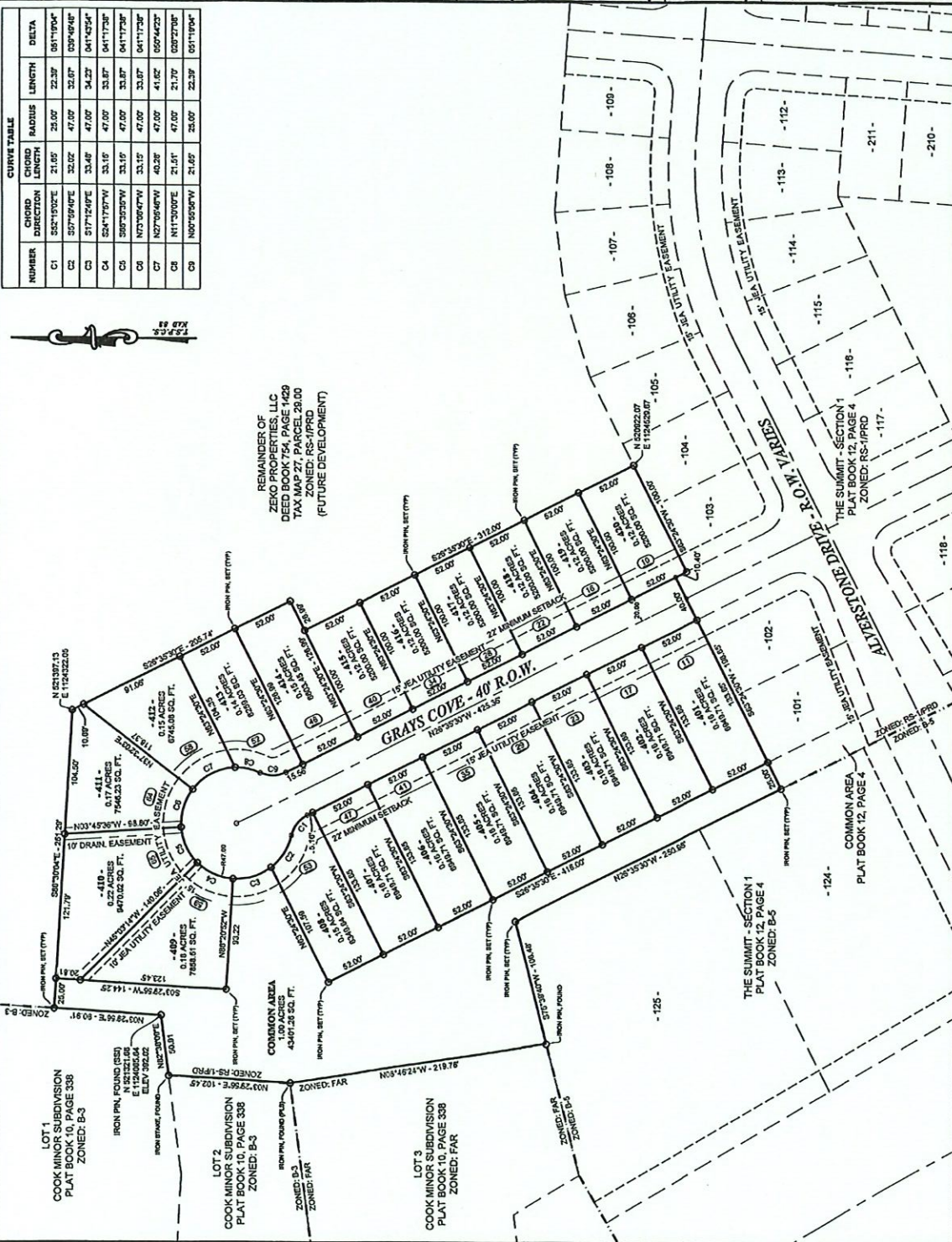
DRAWN BY: RICHARD N. BROWN	DATE: 09/07/2023
SCALE: 1"=60'	DWG. NO: 2019-007-PPMA
0' 60' 150'	

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CURVE TABLE				
	NUMBER	CHORD DIRECTION	CHORD LENGTH	RADIUS
	C1	S32°15'02"E	21.65'	25.00'
	C2	S57°59'46"E	32.02'	47.00'
	C3	S171°24'09"E	33.48'	47.00'
	C4	S34°17'57"W	33.15'	47.00'
	C5	S85°35'35"W	33.15'	47.00'
	C6	N73°56'47"W	33.15'	47.00'
	C7	N27°55'46"W	40.26'	47.00'
	C8	N111°30'00"E	21.51'	47.00'
	C9	N00°55'56"W	21.65'	25.00'



REMAINDER OF
ZEKO PROPERTIES, LLC
EED BOOK 754, PAGE 1428
TAX MAP 27, PARCEL 29.00
ZONED: RS-1/PRD
(FUTURE DEVELOPMENT)



BENCHMARK NOTE: The benchmark for the property shown hereon is an iron pin found with an identification cap stamped Surveying Services located at the southeast corner of Lot 1 of Cook Minor Subdivision as shown hereon. North: 521321.68, East: 1124003.64, Elevation: 392.02.

LEGEND:

○	ENDPOINT OF LINE
○	17F
○	IRON PNL FOUND
○	1PS
○	IRON PNL, SET

CURB-CUTTER	SEMIWALK
LENGTH	AREA
995.63'	17.4

OWNER INFORMATION:
ZEXO PROPERTIES, LLC
P.O. BOX 489
MILAN, TN 38358
TAX MAP 27, PARCEL 29.00

DEED BOOK 794, PAGE 1429

INFORMATION:
ZONED: RS-1/RPD
(PLANNED SINGLE FAMILY RESIDENTIAL DISTRICT)

SETBACKS: 22 FEET MINIMUM
FRONT: 5 FEET MINIMUM
SIDE: 5 FEET MINIMUM
REAR: 10 FEET MINIMUM

STREET INFORMATION TABLE:

STREET NAME	STREET CODE	PAYMENT AREA	PAYMENT WIDTH
GRACE	4236	72	13,38 33', 40"

NOTES:
This survey was prepared without benefit of an abstract of title. No liability is assumed by the undersigned for loss resulting to any matter that might be discovered by an abstract or title search of the property.
All deed book references shown herein are recorded in the Register's Office of Madison

County, Tennessee.

All iron pins set are 1/2" rebar with an identification cap stamped Surveying Services.

This property is not located in a Special Flood Hazard Area per Flood Insurance Rate Map, Map No. 47113C00151E & 47113C00152E. Effective Date: August 3, 2009.

The Maintenance Agreement and/or Restrictive Covenants for the property shown hereon are recorded in Trust Deed Book 2211, Page 1391.

The remainder of the Zeko Properties, LLC property is greater than 5 acres.

There is one Common Area located within The Summit - Section 4A as shown hereon

(1.24% of the total development). The total amount of Common Areas located within the entire Summit Development (existing & proposed) is 33.08 acres (41%) of the total development of 80.40 acres.

