



MEMORANDUM

TO: Livingston Municipal Planning Commission Members

FROM: Tommy Lee, Staff Planner

DATE: September 19, 2023

SUBJECT: September 25, 2023 Planning Commission Meeting

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The Livingston Municipal Planning Commission will hold its regularly scheduled meeting on Monday, September 25, 2023 at 5:00 pm at Livingston City Hall. The agenda for the planning commission meeting is as follows:

1. Call to order.
2. Approval of the August 16, 2023 minutes.
3. Consideration of final lot line adjustment plat for property located on Windle Street and East Cedar Street (Brown Adjustment)\*
4. Discussion regarding administrative approval of plats during months without a PC meeting.
5. Other Business as Necessary
6. Adjourn.

**\*See Agenda Review**

Chairperson – Philip McCormick \_\_\_\_ Robert Jolley \_\_\_\_ Matilda Speck \_\_\_\_ JJ Hollars \_\_\_\_

Bruce Elder \_\_\_\_ Ricky McDonald \_\_\_\_ Lashell Richardson \_\_\_\_ Phyllis Looper \_\_\_\_ Kristian Mansell \_\_\_\_

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

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**Agenda Review**

**Brown Adjustment—Final**

Kaylee Brown submitted a final lot line adjustment plat for the purpose of adjusting the common boundary line of two (2) existing properties located on Windle Street and East Cedar Street. After the adjustment, Lot 1 would consist of 0.222 acres, an existing structure and an existing accessory structure. Lot 2 would consist of 0.136 acres and an existing commercial structure. Lots 1 would each require a five (5) foot side setback variance for the existing accessory structure from the Board of Zoning Appeals (BZA). The proposed new lots are zoned R-2 (High Density Residential) and are served by an existing six (6) inch water line, an existing sewer line and would comply with all other requirements of the subdivision regulations and the zoning ordinance.

Chairperson – Philip McCormick \_\_\_\_ Robert Jolley \_\_\_\_ Matilda Speck \_\_\_\_ JJ Hollars \_\_\_\_

Bruce Elder \_\_\_\_ Ricky McDonald \_\_\_\_ Lashell Richardson \_\_\_\_ Phyllis Looper \_\_\_\_ Kristian Mansell \_\_\_\_

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

\_\_\_\_\_

**REPORT OF MEETING  
LIVINGSTON MUNICIPAL PLANNING COMMISSION  
AUGUST 16, 2023**

**MEMBERS PRESENT**

Robert Jolley  
JJ Hollars  
Lashell Richardson  
Philip McCormick  
Ricky McDonald  
Bruce Elder

**STAFF PRESENT**

Tommy Lee, UCDD Staff Planner

**OTHERS PRESENT**

Phyllis Looper, City Recorder  
Zach Stephens

**MEMBERS ABSENT**

Matilda Speck

**ITEM 1: CALL TO ORDER**

Upon determining a quorum was present, a special called meeting of the Livingston Municipal Planning Commission (PC) was called to order by Chairman Philip McCormick at 5:00 p.m. on August 16, 2023 at the Livingston City Hall Conference Room.

**ITEM 2: APPROVAL OF JUNE 26, 2023 MINUTES**

After the meeting was called to order, Chairman McCormick asked for approval of the minutes from the meeting held on June 26, 2023. After discussion, Ricky McDonald made a motion to dispense with the reading of the minutes and approve the minutes as presented. Robert Jolley seconded and the motion passed with a vote of all ayes.

**ITEM 3: CONSIDERATION OF FINAL SUBDIVISION PLAT FOR PROPERTY LOCATED ON SCHOOL MOUNTAIN ROAD (STEPHENS DIVISION)**

Zach Stephens submitted a final subdivision plat for the purpose of subdividing 5.19 acres into five (5) proposed new lots for property located on School Mountain Road. Lot 1 would consist of 0.25 acres and an existing foundation of a residential structure. Lot 2 would consist of 0.24 acres and an existing foundation of a residential structure. Lot 3 would consist of 0.24 acres and an existing foundation of a residential structure. Lot 4 would consist of 0.23 acres and an existing foundation of a residential structure. Lot 5 would consist of 4.23 acres and is currently vacant. Lots 1, 2, 3 and 4 were each granted a nineteen (19) foot lot width variance from the Board of Zoning Appeals (BZA) at the July 31, 2023 meeting. The proposed new lots are zoned R-1 (Low Density Residential) and are served by an existing six (6) inch water line, an existing two (2) inch sewer line and would comply with all other requirements of the subdivision regulations and the zoning ordinance. After discussion, Robert Jolley made a motion to approve the submitted final plat pending that all required signatures be obtained. Lashell Richardson seconded and the motion passed with a vote of all ayes.

With no other business to discuss, Robert Jolley made a motion to adjourn. JJ Hollars seconded and the motion passed with a vote of all ayes. The next scheduled meeting of the Livingston Municipal Planning Commission is September 25, 2023.

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**CERTIFICATION OF EXISTING WATER SYSTEM**

I HEREBY CERTIFY THAT THE WATER LINE(S) SHOWN HEREON IS (ARE) IN PLACE AND MAINTAINED BY THE WEST OVERTON UTILITY DISTRICT APPROVAL OF THIS PLAT DOES NOT CONSTITUTE APPROVAL OF ANY FUTURE WATER METER(S) AND IS APPROVED SUBJECT TO ANY SUBDIVISION REGULATIONS/POLICIES IF ANY EXISTS OR IMPROVEMENTS AS REQUIRED BY THIS UTILITY DISTRICT.

GENERAL MANAGER OF WEST OVERTON UTILITY DISTRICT \_\_\_\_\_ DATE \_\_\_\_\_

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

I (WE) HEREBY CERTIFY THAT I(WE) ARE THE OWNERS OF PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I(WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH (MY/OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTION LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND ANY OTHER OPEN SPACES TO PUBLIC AND PRIVATE USE AS NOTED HEREON, ALONG WITH ALL NECESSARY EASEMENTS/RIGHT-OF-WAYS FOR THE CONSTRUCTION OF CUT AND FILL SLOPES, CUT AND FILL RAMP(S), INLET AND OUTLET DITCHES OR CHANNEL CHANGES BEYOND THE RIGHT-OF-WAY LIMITS OF THE ROAD(S).

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

**CERTIFICATE OF APPROVAL FOR RECORDING**

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

SECRETARY, OVERTON COUNTY PLANNING COMMISSION \_\_\_\_\_ DATE \_\_\_\_\_

**CERTIFICATE OF APPROVAL OF STREETS/ROADS**

I HEREBY CERTIFY (1) THAT STREETS AND ROADS HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO OVERTON COUNTY SUBDIVISION REGULATIONS AND SPECIFICATIONS (2) THAT AN ACCEPTABLE SURETY INSTRUMENT IN THE AMOUNT OF \$ \_\_\_\_\_ HAS BEEN PROPERLY POSTED WITH THE PLANNING COMMISSION TO ASSURE COMPLETION OF ALL REQUIRED IMPROVEMENTS IN THE CASE NON-COMPLIANCE DEFAULT, OR (3) THAT THE STREET(S) AND ROAD(S) SHOWN HEREON APPEARS ON THE OFFICIAL OVERTON COUNTY ROAD MAP AND THEREBY HAS (HAVE) THE STATUS OF AN ACCEPTED COUNTY MAINTAINED ROAD(S).

PLANNING COMMISSION ENGINEER OR APPROVED DESIGNATED OFFICIAL \_\_\_\_\_ DATE \_\_\_\_\_

**CERTIFICATE OF EXISTING SEPTIC SYSTEM**

I(WE) (OWNER/OWNERS) AM(ARE) THE OWNER(S) OF THE PROPOSED LOT(S) SHOWN HEREON THIS PRESENTED PLAT AND TO THE BEST OF MY KNOWLEDGE THERE IS AN EXISTING SEPTIC TANK LOCATED ON LOT(S) \_\_\_\_\_ IT (THEY) IS (ARE) IN SATISFACTORY OPERATING CONDITION AND IT (THEY) HAS (HAVE) NOT BEEN EVALUATED BY THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION.

OWNER(S) \_\_\_\_\_ DATE(S) \_\_\_\_\_

**CERTIFICATE OF ACCURACY**

I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON IS A TRUE AND CORRECT SURVEY TO THE ACCURACY REQUIRED BY THE OVERTON COUNTY REGIONAL PLANNING COMMISSION (AS WELL AS THE TENN STATE BOARD OF LAND SURVEYORS) AND THAT THE MONUMENTS HAVE BEEN PLACED AS SHOWN HEREON TO THE SPECIFICATIONS OF THE OVERTON COUNTY REGULATIONS.

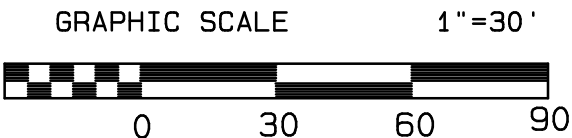
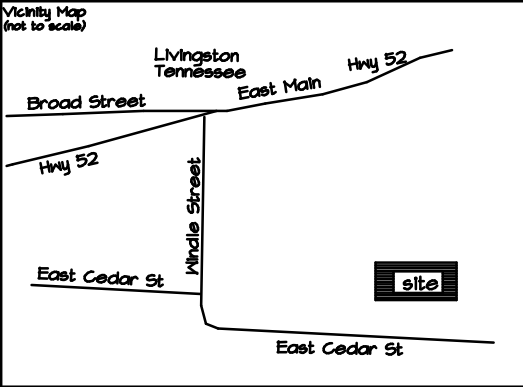
TENNESSEE REGISTERED LAND SURVEYOR \_\_\_\_\_ DATE \_\_\_\_\_

**General Notes**

THIS SURVEY BEING SUBJECT TO ANY EASEMENTS, RIGHT-OF-WAYS AND ANY OTHER CONVEYANCES WHICH MAY AFFECT THE SAME.

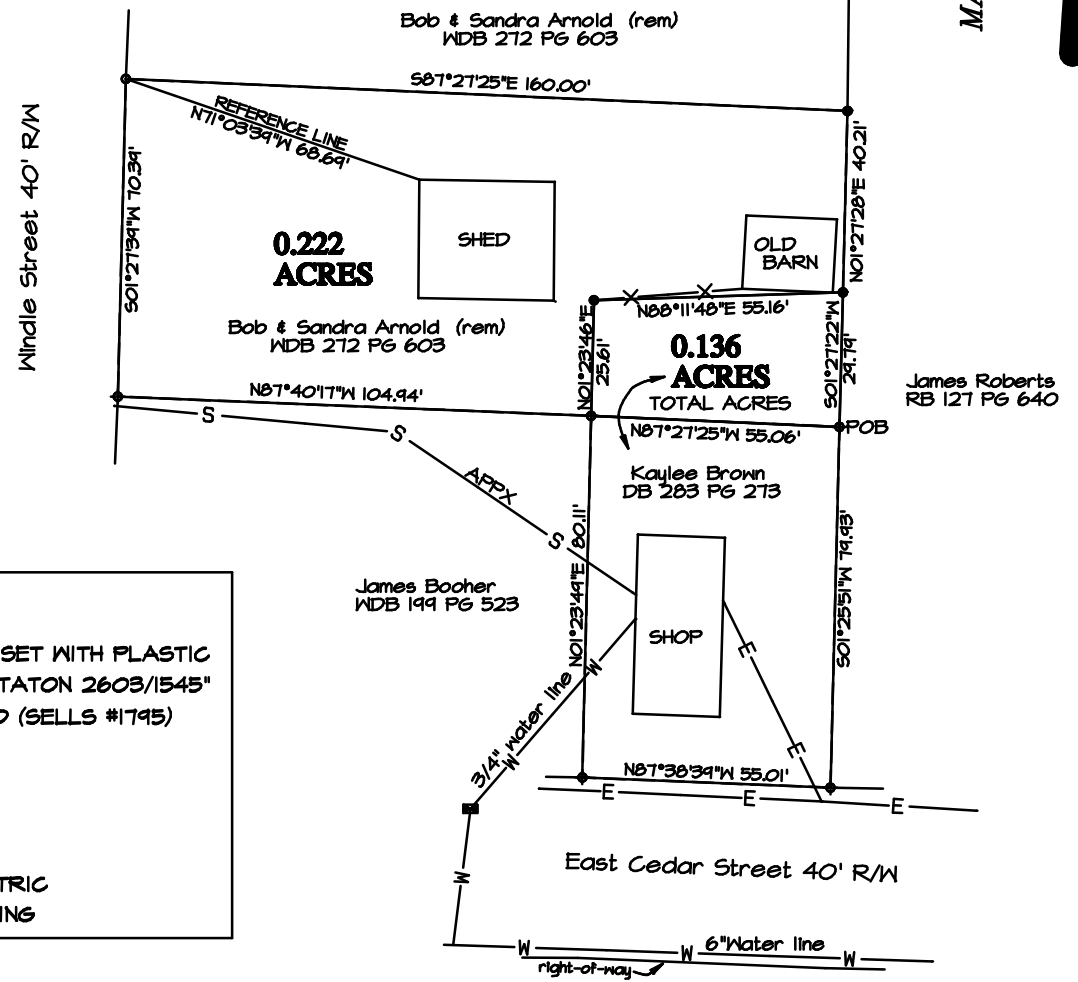
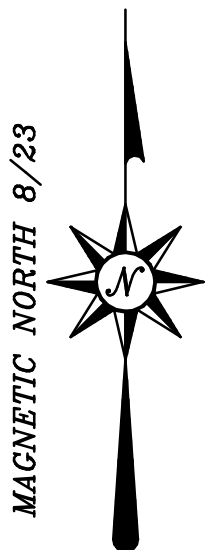
THIS SURVEYED TRACT BEING SUBJECT TO THE RIGHT-OF-WAY WHICH IS SHOWN HEREON IN THE MOST SOUTHEASTERN CORNER OF THE TRACT AND WHICH IS DEPICTED BY THE CALLS IN THE LINE TABLE BELOW.

Being located in the sixth civil district and being parcel # 21, Tax map #054 G of the Overton County Tax Assessor's Office.



**Source of Title**

Being a part of the same lands as described in Warranty deed book 272 page 603, of the Register of deeds of Overton County Tenn.



- Legend**
- 1/2"X1/8" IRON PIN SET WITH PLASTIC CAP STAMPED "STATON 2603/1545"
  - ◆ 1/2" REBAR FOUND (SELLS #1795)
  - MEANDER POINT
  - WATER METER
  - W- WATER LINE
  - S- SEWER LINE
  - E- OVERHEAD ELECTRIC
  - P.O.B. POINT OF BEGINNING

**Certification**

I do hereby certify that this is a category 1 survey and the ratio of precision of the unadjusted survey is 1:15145 as shown hereon and that this survey was done in compliance with current Tennessee Minimum standards of Practice.

\_\_\_\_\_  
J.A. Staton, P.L.S. # 1545 Date \_\_\_\_\_

DATE OF FIELD SURVEY: 08-12-23

|   |          |           |           |
|---|----------|-----------|-----------|
| SURVEY PLAT FOR:  |          |           |           |
| <b>Kaylee Brown</b>   |          |           |           |
| 302 Cedar Street<br>Livingston Tennessee 38570  |          |           |           |
| PLAT PREPARED BY:   |          |           |           |
| <b>Clinton Surveying</b>  |          |           |           |
| J.A. Staton, R.L.S. # 1545<br>498 Ky Hwy 90 West<br>Albany KY 42602<br>Ph. (606)-587-1024 |          |           |           |
| SCALE   | DATE     | DRAWN BY: | DRAWN NO. |
| 1"=30'  | 08/22/23 | R.B.      | 23-121    |