

**MINUTES OF A REGULAR MEETING OF
THE PLANNING COMMISSION
CITY OF OAK HILL, TENNESSEE**

October 15, 2009

The Planning Commission of the City of Oak Hill, Tennessee met in the City Office. Planning Commission members in attendance were Mac Rucker, Art McWilliams, Austin McMullen, Julia Wesley and Mike Allison. Staff present were City Attorney Bob Notestine, City Manager Kevin Helms, Assistant City Manager M. C. Sparks, Chief Building Official Bill Burdette, and Administrative Assistant Patrick Steiner. Mr. McWilliams acted as chair, and Ms. Sparks served as secretary.

The meeting was called to order at 5:03 pm. The following matters came before the Commission and were acted upon as indicated:

1.) Approve the Minutes of the Meetings for September 17, 2009 – On a Motion duly made by Ms. Hoover, and Seconded by Mr. McMullen the September 2009 Minutes of the Meeting were approved as corrected.

2.) Case P-09-5: Ms. Mary Jean Hamilton, 852 Battery Lane – A request was made to combine two lots of 1.14 acres and .93 acres: both are currently owned by Ms. Mary Jean Hamilton, 852 Battery Lane. A small subdivision is requested to sell a portion to neighboring lot at 4432 Curtiswood Circle; this sale would not reduce the acreage of 852 Battery Lane below zone requirements.

Mr. Helms pointed out that this also helps with location and ownership on the placement of an existing fence, which crossed property lines when the fence was built some years ago.

Mr. Lotochinski questioned the presence of an easement and size of portion of the sale – the easement will never be affected.

After discussion, the following Motion was duly made by Mr. Rucker and Seconded by Mr. Allison, was Passed Unanimously:

“Moved that the request for combination of the lots at 852 Battery and sale of the portion subject to the conditions of the report of the city engineering firm report being met on the plat.”

3.) Election of Vice-Chair – The members present declined to be considered, so this item was deferred by a Motion made by Mr. Allison and Seconded by Ms Wesley until the November meeting; said Motion Passed Unanimously.

4.) Election of Secretary - After discussion, the following Motion was duly made by Mr. Allison and Seconded by Mr. McMullen.”

“Moved that Ms. Patricia Carlson be appointed as secretary for the Planning Commission.”

5.) Discussion of Meeting Time and Date – Mr. Notestine discussed his experience at other cities, which generally do not have the Planning Commission and the City Commission meet on the same evening. Mr. Helms recommended that the fourth Tuesday of the month might be the best time for the Planning Commission. This would allow for a common review by the staff and the City engineers of information for both the Board of Zoning Appeals and the Planning Commission.

Ms. Mary Wherry commented that people are not able to attend meetings at 5:00 pm, so more interested parties may attend. Mr. Bradshaw seconded Ms. Wherry’s comments, and said he feels that there will be more community participation

After discussion, on a Motion made by Ms. Rucker and Seconded by Mr. McWilliams, the following was voted upon:

“Moved that the Planning Commission meeting be moved to the fourth Tuesday of the month and the time for the meeting be at 6:00 pm.”

The vote was four members in favor, one abstention – the motion Passed.

6.) Adjournment - There being no further business, the meeting was adjourned on a motion duly made and seconded at 5:35 pm.

City Recorder

Chair