



EAGLEVILLE PLANNING COMMISSION

Eagleville City Hall

108 South Main Street

July 6, 2026

6:30 p.m.

IMMEDIATELY FOLLOWING THE PUBLIC HEARING

Prior to meeting, please silence all electronic devices.

- 1) **CALL TO ORDER** – Chairman, Derrick Lynch
- 2) **ROLL CALL / DETERMINATION OF QUORUM**
- 3) **CITIZEN COMMENTS** – Each Citizen will be given up to 3 minutes to speak
- 4) **MINUTES/OTHER BUSINESS**
 - a) Approve or Deny Minutes of Planning Commission Meeting of June 1, 2026
- 5) **DESIGN REVIEW RECOMMENDATIONS**
 - a) Approve or Deny Sign Recommendation for Wayne Brothers Co. at 2055 S. Main St.
- 6) **OLD BUSINESS**
- 7) **NEW BUSINESS**
 - a) Approve or Deny Recommending to Council a Resolution to Annex and Adopt a Plan of Service for Parcel 120.02300, Eagleville, Tennessee 37060 (Moore Property)
- 8) **City Manager/City Planner Report**
- 9) **ADJOURNMENT**

ITEM 4a

Approve or Deny Minutes of Planning Commission Meeting of June 1, 2026

**Minutes of the
Eagleville Planning Commission
Eagleville City Hall, Eagleville, TN
Monday, June 1, 2026 – 6:30pm**

1. CALL TO ORDER

Chairman Derrick Lynch called the meeting to order at 6:30 p.m.

2. ROLL CALL / DETERMINATION OF QUORUM

City Clerk Katy Sanderson called the roll with a quorum present.

PLANNING COMMISSION

PRESENT:

Chairman Derrick Lynch
Secretary Justin Bryant
Councilman Chris Hendrix

ABSENT:

Commissioner Darren Shanks
Commissioner Erik Hurter

STAFF:

Hellyn Riggins, City Manager/Planner

Katy Sanderson, City Clerk

3. CITIZEN COMMENTS

There was no citizen comment.

4. MINUTES/OTHER BUSINESS

a. Approve or Deny Minutes of Planning Commission Meeting of May 4, 2026

Councilman Chris Hendrix moved to approve the Planning Commission minutes of May 4, 2026.

Secretary Justin Bryant seconded the motion.

The **MOTION** passed 3-0.

5. DESIGN REVIEW RECOMMENDATIONS

No recommendations

6. OLD BUSINESS

No old business

7. NEW BUSINESS

- a. Review Ordinance 2026-004 Zoning Amendment for Parcel #120.02300 to Make Recommendations to Council**

This property has been referred to as the Moore Property that is being purchased and developed by Polte Homes. City Manager Hellyn Riggins stated that the ordinance being discussed is regarding what is expected in the Planned Residential Development (PRD). Representatives for Polte homes were present for discussion and questions.

Ms. Riggins stated there are some items of the ordinance that will be revised based on discussion. One item is a typographical error regarding the height of roofs. On number 15 of Architecture, The "minimum height of 35 ft." will be changed to "maximum height of 35 ft." There are also changes referring to the roofs in the same section, under number 14. The statement that "all roofs" will change to "main roofs" regarding pitch as well as "covered porches" being changed to "ancillary/secondary roofs". Ms. Riggins stated that for communication purposes she needs to receive a set of drawings of what Polte plans to build, which may not be exact, but share the same characteristics and style for the entire neighborhood.

Ms. Riggins stated that she also wanted to discuss number 5 of the General Requirement section which refers to building materials of the home elevation. Ms. Riggins suggested that the Planning Commission can allow the change of brick/stone from 25% to something lower based on the architecture of and finishes on the home. The brick/ stone would need to look like it belongs and wasn't just placed there to appease a requirement. She doesn't want the requirement to be removed completely, just allow for some discussion and change without having to amend the ordinance as long as the house fall in line with the other aesthetic guidelines.

Chairman Derrick Lynch began going over the ordinance and invited Kim Storch and Christopher Leavitt of Polte along with Matt Taylor from Site Engineering Consultants (SEC) to speak and answer questions.

Ms. Storch explained that the drawings she is presenting are examples that are indicative of materials, colors and styles of design of the type of houses Polte would build. There will be modifications made by their architects based on the ordinance.

Councilman Hendrix expressed concern about the size of the houses given the 1-acre zoning.

Ms. Riggins asked the commission how they felt about the maximum of one third of the houses being smaller square feet being lowered to one fourth to appease the size concern.

Mr. Leavitt stated that the intent was to build homes as people are buying them as well as have a variety of home sizes available for multiple types of buyers. Chairman Lynch stated that it would be nice if current citizens of Eagleville had housing options they could afford.

Ms. Storch stated that there are porches and sunrooms and windows in such a way as to be attractive on all elevations of the house i.e. they don't want to build a box. Mr. Leavitt shared that Polte's concern is building a home and then adding finishes just to follow the ordinance and have the result be unattractive.

Ms. Riggins suggested that a sentence could be added stating: upon review by the Planning Commission the stone or brick requirement may be waived or modified. This option could come into play when Polte Homes brings plans showing what the general aesthetic will be for multiple houses at once, not for each individual house. She also mentioned that when each plan comes in for permit, she goes over the plan to ensure the plans fall within the ordinance

guidelines. Ms. Storch asked if she could come in with a master style of plans with all the styles available for approval. This would ensure they would all fall within the guidelines. Ms. Riggins stated if there was one later that doesn't conform, it could be brought back to Planning without a submittal deadline being enforced. Secretary Bryant expressed concern with eliminating the 25% brick/stone requirement but was reassured with Ms. Riggins suggestion for wording as follows: The applicant is to come in with a book of styles of houses that Planning Commission will approve and the 25% can be waived if there is a house presented that the Commission feels meets the intent of the ordinance with the architectural elements. Discussion then moved on to Architecture section, number 15 regarding the height of the roofs. Ms. Riggins stated that the main reason the maximum height is set at 35 feet is to maintain accessible fire coverage. Mr. Leavitt stated that in certain circumstances the topography of the property might lend itself to the higher roof. Mr. Leavitt said Polte would prefer to have single slabs if at all possible. Ms. Riggins clarified that if it comes in with the topography requiring the higher roof, it will have to go back to Planning for approval. Ms. Riggins mentioned any lots in the floodplain could cause the height to exceed 35 feet unless the entire lot is raised to be out of the floodplain. Mr. Taylor from SEC stated that the few lots that have building sites in the floodplain will have the entire lot elevation increased to be above the floodplain.

Ms. Riggins revisited number 14 of the same section in regard to roof pitch. She stated that there could not be a gabled roof down the center of the roof line as a loophole regarding the use of the word "main roof" referring to the minimum pitch being 6/12. Mr. Leavitt also mentioned that they are trying to get away from a flat back wall with windows look.

Amendments to be made to the ordinance are as follows:

- General Requirements, number 5 - The applicant is to come in with a book of styles of houses that the Planning Commission will approve and the 25% can be waived if there is a house presented that the Commission feels meets the intent of the ordinance with the architectural elements.
- Architecture, Number 14 - The word "all" in reference to roofs will be changed to "main". "Covered porches" will be changed to "ancillary /secondary" with ancillary/secondary roofs to be no more than 35% of the roof of the building.
- Number 15 - The "minimum height of 35 ft." will be changed to "maximum height of 35 ft."

Secretary Bryant moved to recommend to Council Ordinance 2026-004 subject to amendments discussed.

Councilman Hendrix seconded the motion.

The **MOTION** passed 3-0.

b. Review Main Street Parking Lot Plan to Make Recommendations to Council (TCA 13-4-104)

Ms. Riggins stated that the Planning Commission has to weigh in on any infrastructure changes the Council is proposing to make so she is presenting this plan for them to weigh in on. Ms. Riggins said that two things could possibly be different on the plan that is presented. Ms.

Riggins also stated that the sidewalks may not be done with the paving because of the TAP grant being for sidewalks.

- There could be two long on-street parallel parking areas instead of the on-street parking that is pull in. This would accommodate larger trucks.
- Directly behind City Hall there will be a bid to get an additional 5 spaces paved for staff to be able to park behind the building to be labeled as such.

Councilman Hendrix moved to recommend to Council the Main Street Parking Lot Plan.
Secretary Bryant seconded the motion.

The **MOTION** passed 3-0.

c. Approve Revised 2026 Meeting Calendar

City Clerk Katy Sanderson explained that there will be a change to the submittal deadlines. The October meeting will remain on October 12th due to Fall Break and the November meeting will be moved to November 2nd. Ms. Riggins and Ms. Sanderson will work out updating the submittal deadlines.

Secretary Bryant moved to approve the revised 2026 Meeting Calendar
Councilman Hendrix seconded the motion.

The **MOTION** passed 3-0.

8. CITY MANAGER/CITY PLANNER REPORT

9. ADJOURNMENT

Chairman Lynch adjourned the meeting at 7:20 p.m.

Approved by:

Chairman Derrick Lynch

Submitted by:

City Clerk Katy Sanderson

Date minutes were approved

ITEM 5a

Approve or Deny Sign Recommendation for Wayne Brothers Co. at
2055 S. Main St.

P.O. Box 68
108 South Main Street
Eagleville, TN 37060

City of Eagleville

(615) 274-2992
Fax (615) 274-2977

DESIGN REVIEW
APPLICATION

Applicant's Name: Terry Wayne

Owner's Name: Keith Wayne / Wayne Brothers

Address: 2055 41A South Phone No: _____

Email: _____

Details of Proposed Use: Sign to identify the two different
Buildings No Lights on Sign

Location/Address: 2055 41A South Eagleville TN 37060

Tax Map: _____ Parcel No: _____ Acreage/Size of Tract: _____

FEMA Flood Map _____ Panel Number _____

Use: _____

Project Engineer/Surveyor _____ Fax: _____

Address: _____ Phone: _____

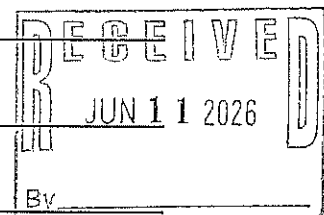
Zoning: _____

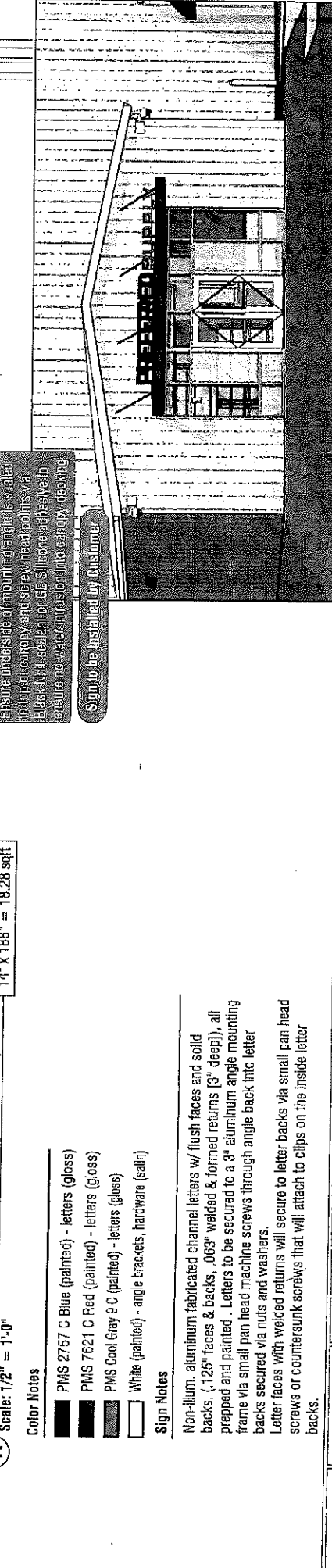
Conditional Use Permit : Yes X No _____

FEE: \$0.00 Paid _____ Receipt No. _____ Date Submitted: _____

If applicant is not property owner, Owner will need to sign.

Terry Wayne
Signature of Applicant/Owner





Customer:	Wayne Brothers preferred Supply
2055 HWY 41-A S EAGLEVILLE, TN 37060 US	Drawing #: 14037
Date: 03/18/26	Revision: 03/23/26CWG
Customer Approval:	
Date:	
Sales: B. Furr PM: A. Vanover	Design: C.W. Gary
Check by: /	
This design is the property of CASCO SIGNS, Inc. and remains our property until sign is purchased. Any attempt to reproduce this design or use by others for any purpose, without written consent is subject to prosecution to the fullest extent allowed by law. All components & installations are approved & listed by  LISTED	
Drawing Type: Production	
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RECEIVED
JUN 11 2026
BY _____



ITEM 7a

Approve or Deny Recommending to Council a Resolution to Annex and Adopt a Plan of Service for Parcel 120.02300, Eagleville, Tennessee 37060 (Moore Property)

RESOLUTION 2026-007

WITH ATTACHMENT A (Plan of Service)

A RESOLUTION TO ANNEX CERTAIN TERRITORY UPON WRITTEN CONSENT OF THE OWNERS AND TO INCORPORATE THE SAME WITHIN THE BOUNDARIES OF THE CITY OF EAGLEVILLE, TENNESSEE.

Parcel #120 02300, 256.6 Approximate Acres Located on the Southeast Corner of John Windrow Road and US 41-A, Eagleville, Tennessee 37060

WHEREAS, the City of Eagleville, having been petitioned by interested persons, proposes the extension of its corporate limits by the annexation of certain territory into the city limits; and

WHEREAS, the property owners of the territory proposed for annexation have given their written consent by notarized petition so that a referendum is not required; and

WHEREAS, a copy of this resolution, describing the territory proposed for annexation, was promptly sent by the City of Eagleville to the last known address(es) listed in the office of the property assessor for each property owner of record within the territory proposed for annexation, with such being sent by first class mail and mailed no later than twenty-one (21) calendar days prior to the scheduled date of the hearing on the proposed annexation by owner consent; and

WHEREAS, this resolution was also published by posting copies of it in at least three (3) public places in the territory proposed for annexation and in a like number of public places in the City of Eagleville, and by publishing notice of the resolution at or about the same time in the Daily News Journal, a newspaper of general circulation in such territory and the City of Eagleville; and

WHEREAS, a plan of services for the area proposed for annexation has been adopted by Resolution 2026-006, which plan of services addresses the same services and timing of services as required in Tennessee Code Annotated § 6-51-102; and

WHEREAS, a zoning district and zoning criteria have been adopted for this area by Ordinance 2026-004 (Attachment A); and

WHEREAS, the proposed annexation and plan of services were submitted to the Eagleville Planning Commission for study, and it has recommended the same; and

WHEREAS, notice of the time, place and purpose of a public hearing on the proposed annexation and the plan of services was published in a newspaper of general circulation in the City of Eagleville not less than twenty-one (21) days before the hearing, which notice included the locations of a minimum of three (3) copies of the plan of services for public inspection during all business hours from the date of notice until the public hearing; and

WHEREAS, a public hearing on the proposed annexation and plan of services was held by the governing body on July 23, 2026.

NOW, THEREFORE, BE IT RESOLVED by the City of Eagleville, Tennessee as follows:

A. That the following territory is hereby annexed and incorporated into boundaries of the City of Eagleville, to be effective as of July 23, 2026, to wit: Parcel #120 02300, 256.6 Approximate Acres Located on the Southeast Corner of John Windrow Road and US 41-A, Eagleville, Tennessee 37060

B. That the plan of services for this territory has been adopted by Resolution 2026-006.

C. That the City Recorder shall cause a copy of this resolution, as well as the adopted plan of services, to be forwarded to the Mayor of Rutherford County.

D. That a signed copy of this resolution shall be recorded with the Rutherford County Register of Deeds, and a copy shall also be sent to the Tennessee Comptroller of the Treasury and the Rutherford County Property Assessor.

E. That a signed copy of this resolution, as well as the portion of the plan of services related to emergency services and a detailed map of the annexed area, shall be sent to any affected emergency communication district.

F. That a revised map of the voting precincts shall be sent to the office of local government and to the office of management information services for the Tennessee General Assembly, following adoption of this resolution.

G. That the Tennessee Department of Revenue shall be notified, for the purpose of tax administration, that the annexation took place.

WHEREUPON, the Mayor declared the resolution adopted, affixed a signature and the date thereto, and directed that the same be recorded.

Chad Leeman, Mayor

Date

Christina Rivas, City Recorder

Date

Approved as to Form and [Legality] this ____ day of _____, 2026

Stephen J. Aymett, Jr, City Attorney

**ATTACHMENT A
OF RESOLUTION 2026-006**

**A PLAN OF SERVICES FOR THE ANNEXATION OF PARCEL 120 02300, LOCATED
ON THE SOUTHEAST CORNER OF JOHN WINDROW ROAD AND US 41A,
EAGLEVILLE, TENNESSEE, APPROXIMATELY 256.6 ACRES**

The Tennessee Code Annotated § 6-51-102 requires that a plan of services be adopted by the municipal governing body prior to passage of an annexation ordinance; and the area proposed for annexation into the City is within the City's Urban Growth Boundary, as required by law, and is described as follows:

ANNEXATION OF PROPERTY

This annexation consists of the following property: Parcel 120 02300, located at the southeast corner of John Windrow Road and Highway 41A, approximately 256.6 acres

Section 1. Pursuant to the provisions of T.C.A. § 6-51-102, there is hereby adopted, for the area bounded as described above, the following plan of services:

A. Police

1. Patrol, response to calls, and other routine police services, using present personnel and equipment, will be provided to this property on the effective date of annexation in the same manner as provided to existing residents of Eagleville.

B. Fire Services

1. Fire protection by the present personnel and equipment of the fire department, within the limitations of available water and distances from fire stations, will be provided to this property on the effective date of annexation in the same manner as provided to existing residents of Eagleville.

C. Water

1. As availability allows, water is provided by the local utility company, Consolidated Utility District, with rates and conditions of approval at the discretion of the utility company.

2. As availability allows, water for fire protection will be provided by the local utility company, Consolidated Utility District, with rates and conditions of approval at the discretion of the utility company.

D. Wastewater

Wastewater will be either by Septic on each parcel, or by an agreement between the property owner and the City of Eagleville for a STEP system. Any STEP sewer system plans must be approved by City of Eagleville before submittal to TDEC.

E. Garbage Collection

The City does not currently offer garbage collection to its residents. There exists a county facility where trash can be taken. The property will be afforded all rights as the current Eagleville Citizens.

F. Streets

1. The City will commence maintenance any new roadway as part of the annexation upon successful completion and acceptance thereof.
2. Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need is established by appropriate study and traffic engineering standards. Initial street signals, signage, street markings and other traffic control devices will be installed by the developer of any new subdivision.

G. Schools

Area to be annexed will remain as part of the Rutherford County Schools System.

H. Inspections and Code Enforcement

Building and Municipal Code Enforcement will be provided by the City of Eagleville or through its contracted provider.

I. Zoning

The property will be assigned a zoning classification of R-1/PRD (Planned Residential District).

J. Street Lighting

1. As necessary, when lighting is needed, the City will work with the property owner to support adequate and necessary lighting of streets or other areas. Initial installation of any new subdivision will be at the cost of the developer.

K. Recreation

1. Any residents of this annexed parcel will have all rights to any public parks afforded to any existing resident.