

**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.

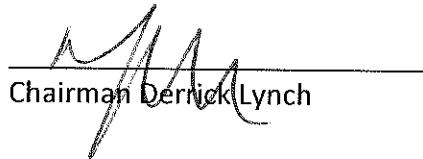
The **MOTION** passed 3-0.

8. CITY MANAGER/CITY PLANNER REPORT

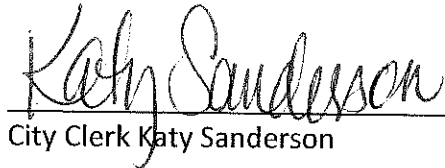
9. ADJOURNMENT

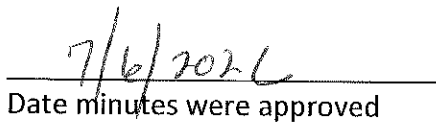
Chairman Lynch adjourned the meeting at 7:20 p.m.

Approved by:


Chairman Derrick Lynch

Submitted by:


City Clerk Katy Sanderson


Date minutes were approved