

**Minutes of the  
Design Review Committee  
Eagleville City Hall, Eagleville, TN  
Monday, March 4, 2024 – 6:00 PM**

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**COMMITTEE MEMBERS**

**PRESENT:** Councilman Chris Hendrix  
Christin Bryant  
Phillip Poynor  
Secretary, Dr. Rena Cron

**ABSENT:** Chairman Nick Duke

**STAFF**

Hellyn Riggins, City Manager

Katy Sanderson, City Clerk

**GUESTS**

Adam Pack      John Lewis  
Terry Pack      John Gordon

**CALL TO ORDER**

The meeting was called to order by Dr. Rena Cron at 6:02 p.m.

**ROLL CALL**

Roll was called by City Clerk, Katy Sanderson.

**APPROVAL OF MINUTES**

- a. *Approve or Deny Design Review Committee Minutes of December 4, 2023*

Deferred until next meeting on April 8, 2024

**OLD BUSINESS**

- a. *\*(Continued from \*December 4, 2023 Meeting) Review and Approval/Denial/Continue of Site Plan Amendment for Expansion of Non-Conforming Use. Stonegate Nursery request to create a sales area for the selling of plants and mulch (etc. to be determined) on site at 172 Clark Street.*

*\* Listed as New Business on Agenda; corrected to Old Business.*

*\* Date noted on Agenda as February 5, 2024 was incorrect.*

City Manager Hellyn Riggins stated this is for a proposed plant nursery to come on to the existing Stonegate property. A survey and a revised site plan have been submitted since the last meeting however there have been no changes to architecture or screening. What is in the packet has already been seen, including examples of the greenhouses. The packet along with Staff Notes are for discussion until the applicant gets the updated required paperwork submitted. Once submitted and reviewed, a decision can be made by the Design Review Committee.

- Secretary Dr. Rena Cron stated the description of screening along the residential border is needed.
- Councilman Chris Hendrix agreed and stated the information is too far off to make a decision. The site plan and survey must match to move forward. The building locations and positions differ between the two submissions.
- Applicant Adam Pack stated the survey was completed by Caffey Surveying and they did the majority of the drawing of buildings and the parking lot. The site plan by was completed by engineer John Gordan and really applies to the topography and detention pond.
- Ms. Riggins stated City Engineer Will Owen had notes in blue written on the site plan and she had added them to the Staff Notes as well.
- Mr. Pack explained he had 3D renderings in the packet of the greenhouses, signage, and the offices. Mr. Pack stated he can take the information regarding the detention pond and topography from the site plan and integrate it on the survey. Mr. Pack stated his survey shows what is existing on the site as well as what would be added.
- Councilman Hendrix showed John Lewis and Mr. Pack the differences between the survey and the site plan. Ms. Riggins suggested the conflicts on the survey versus the site plan should be addressed in a meeting with her along with a professional hired by Mr. Lewis in order to get a consolidated plan.
- Mr. Lewis asked if the Committee can just focus on the nursery. Ms. Riggins stated it is more than just the additional storage that is conflicting, it is parking specifications for locations and materials so these things must be addressed.
- Secretary Cron stated that for this meeting the committee is looking at aesthetics of building, screening and materials based on the zoning regulations.
- Mr. Pack stated they would continue the same trees used for screening down Cheatham Springs.
- Member Bryant explained that everything has to be shown on the site plan for approval. The committee then makes recommendations to the Planning Commission based on the information they've been provided.
- Mr. Pack stated that he received the engineer notes and staff notes upon arrival at the meeting so he was unaware of information needed by the Committee.
- Ms. Riggins explained the staff notes were information for the Committee as well as the applicant. For example, the metal framed hoop houses for the greenhouses are not currently within the guidelines. This is the first business of its kind proposed within the City. Ms. Riggins made note of it so the Design Review Committee could determine if/how this could work with the regulations by possibly adding screening to hide the greenhouses.
- There is proposed addition to Stonegate office but not on the survey. Mr. Lewis brought several copies of renderings for the proposed equipment storage building addition from the office.

- The Mulch pits will remain but the loading ramp will be removed. The site plan and survey did not match so clarification was also given regarding the mulch pits remaining where they are.
- John Gordon, civil engineer for the project spoke to say he can combine the detention pond and topography. His understanding was the only engineering work that was needed was for the any grading in the nursery, not Stonegate itself.
- Ms. Riggins asked if the detention pond was dry and Mr. Gordan stated it was dry and would be grass lined and was a small swell. There is a berm to divert water from the parking lot into the detention pond. Mr. Pack stated it needed to be a detention pond to hold water for the plants and Mr. Gordon stated he would have to do some new calculations but it was possible.
- Secretary Cron stated she sees no reason to deny the installation of the hoop houses (greenhouses). Mr. Pack said they would probably start at four of them but could have as many as twenty-two for expansion when needed.
- Member Bryant stated that there needs to be a clearer plan of what is going where and with what materials in order to be able to make a decision. Mr. Pack clarified the locations of the greenhouses and explained where Stonegate's addition would be on the plan.
- Ms. Riggins asked if there was currently a sign on site for Stonegate and was told no. As only one sign is allowed, she wanted to make sure both businesses were aware in case they wanted to have a combined sign.
- Mr. Pack stated the existing screening is shown on the plan but the intention is to add several more trees along Cheatham Springs. Mr. Lewis stated he wasn't opposed to removing and replacing the original trees due to their age and condition so all the screening would be more cohesive. Secretary Cron stated the plans should have these things added.
- Ms. Riggins stated there were shrubs proposed to screen the parking lot from the cabinet shop but no labels as to what they are. Mr. Lewis responded he would put green giant trees there.
- Mr. Lewis asked if they were able to do millings in the parking lot or if they have to use asphalt. Mr. Pack responded that the zoning ordinance states any dustless material.
- Ms. Riggins requested the questions/comments from the city engineer regarding the parking lot be addressed on the revised site plan when submitted.
- There is a metal building proposed to be the office of the nursery. It is approximately 20 ft x 30 ft and will have electricity, water and plumbing for a bathroom. Ms. Riggings reminded that all electricity must be underground. Mr. Lewis responded they already had a pole ready to go for connecting the electricity. The building will be a foot above grade as per FEMA regulations. (Any structure, permanent or otherwise, must be a foot above the floodplain and will need to be certified by an engineer once the pad is laid and again once the structure is complete.) It was discussed moving the building out of the floodplain.
- Secretary Cron stated she was satisfied with the metal building due to the proposed use. Member Phillip Poynor stated the metal building matches what is already on site.
- Mr. Lewis asked if it was required a bathroom be on site. Ms. Riggins stated there was a rule about the distance for an employee to reach a bathroom and suggested speaking with the county building official for answers.
- Ms. Riggins also stated that any building should be ADA compliant.

Motion to agree the hoop houses/greenhouses were an acceptable use as shown on the site plan/survey.

Moved by Member Christin Bryant

Secretary Cron acknowledged the motion and it was approved unanimously

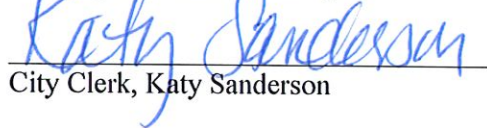
Further discussion to take place at the next Design Review Committee meeting on April 1, 2024

**NEW BUSINESS**

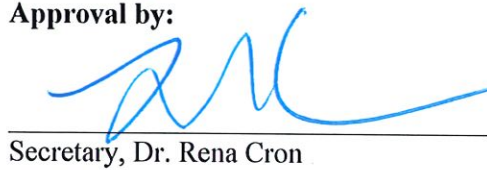
No new business.

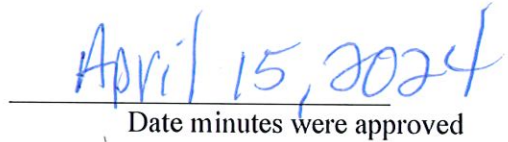
**ADJOURNMENT**

Meeting adjourned at 6:49 p.m.

  
City Clerk, Katy Sanderson

Approval by:

  
Secretary, Dr. Rena Cron

  
Date minutes were approved