

CITY OF PORTLAND
PORTLAND MUNICIPAL PLANNING COMMISSION
MEETING MINUTES

September 9, 2025

5:00 PM

LIVE VIDEO ON THE CITY OF PORTLAND WEBSITE

City of Portland City Hall
100 South Russell Street- Room 111
Portland TN 37148

Call To Order

Roll Call

Ann Blackburn asks for roll call at 5:00 pm.

MEMBERS PRESENT:

Ann Blackburn-Chairwoman
Vice Mayor Megann Thompson
Mark Harrison
Robert Tooker
Luther Bratton- Vice Chairman
Ted Jernigan
Gail Gentry
Jessica Hunter

MEMBERS ABSENT:

Ty Crowder

A quorum was established.

STAFF PRESENT:

Nate Heisler-City Planner
Tracey Griffin-Planning Asst.
Zech Rowley- Utilities Department
Corbin Keen- Assistant Public Works Director
Carlton Cobb- Public Works Director
John Bradley-City Attorney

Other Interested Parties:

Andy Leath, Zack Wilkinson, Jay Vincent for Troy Gardner

Approval of Agenda

Motion to Approve: Gail Gentry

Second Motion: Jessica Hunter. All were in favor, motion carried. 8-0.

Yes: Ted Jernigan, Vice Mayor Megann Thompson, Luther Bratton, Robert Tooker, Mark Harrison, Gail Gentry, Chairwoman Ann Blackburn

Absent: Ty Crowder

Approval of Minutes: August 12, 2025

Motion to Approve: Robert Tooker

Second Motion: Mark Harrison. All were in favor, motion carried. 8-0.

Yes: Ted Jernigan, Vice Mayor Megann Thompson, Luther Bratton, Robert Tooker, Mark Harrison, Jessica Hunter, Gail Gentry, Chairwoman Ann Blackburn

Absent: Ty Crowder

Public Comments

In accordance with Resolution #25-41, public comments are allowed when those comments are germane to agenda items, except where otherwise prohibited. The number of individuals speaking and/or the allotted time to speak may be limited by the presiding officer to ensure opposing viewpoints are fairly represented. Each speaker is limited to a maximum of 5 minutes for public comment and must sign-up to speak in person before the start of the meeting. Sign-up sheets will be available just before the start of each meeting in the same room where the meeting is being held.

1. Sue Charl 320 Fowler Ford Road, Portland TN 37148, spoke in Zach Wilkinson's RM-1 PUD (Residential Planned Unit Development)

The concerns were:

- Duplexes on Fowler Ford Road
- No turn arounds for duplexes and you would have to pull in and back out into Fowler Ford Road.
- Duplexes on a street that is single family homes and it bringing down the value of their homes

Public Hearings

- A. Troy Gardner (applicant) request Final Master Development Plan approval at location Hwy 109 North Broadway, Portland TN. (Tax Map 19, Parcels 039.00, 039.01, 040.00 & 040.01) 38.68 +/- acres. Zoned Residential Planned Unit Development.

****No one Spoke****

OLD BUSINESS

- A. A request by Zach Wilkinson (applicant) request rezone approval: location 304-310 Fowler Ford Road, Portland TN (Tax Map 033J, Parcels 001.00, 011.00 & 012.00) 3.37 +/- acres. Zoned R-15 (Low Density Residential) and GCS (General Commercial Services to PUD RM-1 (Residential Planned Unit Development)

Nate Heisler: This is a Planned Unit Development located between Hwy 52E and Fowler Ford Road. This was an action item at the last Planning Commission that was deferred due to parking and location of the buildings. The new plans have more parking, was 39 spots now, it is 60 parking spa and the positioning of the buildings.

Zach Wilkinson: The major takeaways for the last meeting was parking and the location of the buildings relative to the drive isle. By shifting the buildings back, it allows us to accommodate a lot more parking, well over 2 spots per unit. The closest building now from the drive isle is 27 foot or so, the parking actually separated the building from the drive isle. The two concerns were complementary to the way we addressed it. The other thing, the

concern I would like to address is the backing up onto Fowler Ford Road, The original PUD did show units on Fowler Ford. Those properties have been taken out of this and will be kept at the base zoning and developed into single family homes. None of these would never back up into Fowler Ford. None of the duplexes will be fronting Fowler Ford either, they will be fronting the private drive isle.

Megan Thompson: Thank you for addressing the concerns. I was going to address what you had addressed, the homes on Fowler Ford are going to be single family to match the surrounding area so I hope that addresses the concerns of the citizen that spoke. I think this lays out a lot better.

Robert Tooker: Before we had issue that citizens concerned about it being a cut through road. You had a neat concept to kind of wind that through and make it hard for people to shoot through there, now all that's gone. I recognize that you needed to do that to get additional parking, we have 5' in the back yards, I think it's just too dense, just not enough space for all of the real estate that's proposed there.

Zach Wilkinson: The traffic calming, to make cut through traffic less enticing, we still kept the speed humps, and the landscape islands are narrowed down it forces you to slow down. We still have more options to deter cut through traffic.

Gail Gentry: Will there be signage that says, "no thru traffic"?

Zach Wilkinson: We don't have that showing, that's a really good, we can definitely add that.

Mark Harrison: How many speed humps? I think I see 2.

Zach Wilkinson: There is 2 but we can add more.

Robert Tooker: This is a PUD, allowing this much density in that amount of space, what's the benefits to the city?

Zach Wilkinson: The amenities we are showing is a gazebo and a community grill station, making improvements to the cafeteria at the gym, repaint, new cabinets, new ceiling, grease trap, its laid out on page 6.0 of what we are doing.

Carlton Cobb: We do have some localized flooding in that area and that detention pond is going to help with that.

Ann Blackburn: Zach, do you want to go over your design?

Zach Wilkinson: Based on the initial impute from this body and city council, they don't want a bunch of units that look identical. To address that we got a variety mixture of materials and we found buildings that will have 4 different facades with different material make-up to make them look individualized and not the same style units. They are all masonry products, a mixture of brick, hardy and stone.

Ted Jernigan: So, every adjacent unit will be different?

Zach Wilkinson: Yes.

Megan Thompson: I think that gives a sense of individuality and ownership of living in a community like that.

Motion to Approve: Luther Bratton

Second Motion: Mark Harrison-Motion carried. 7-1

Yes: Megann Thompson, Ann Blackburn, Ted Jernigan, Mark Harrison, Jessica Hunter, Gail Gentry, Luther Bratton

No: Robert Tooker

Absent: Ty Crowder

Motion Passed: (Voice Vote)

New Business

1. Troy Gardner (applicant) request Final Master Development Plan approval at location Hwy 109 North Broadway, Portland TN. (Tax Map 19, Parcels 039.00, 039.01, 040.00 & 040.01) 38.68 +/- acres. Zoned Residential Planned Unit Development

Nate Heisler: Location is off Hwy 109 in between TGT Road and Oak Hill Drive. This has been approved at Preliminary stage by Planning and City Council. It consist of 123 Single Family Homes and 74 Town Homes for a total of 197 units. The date of approval for City Council is May 5, 2025, with conditions.

1. The wet pond is to be graded 25% more volume than what was said in the preliminary master development plan.
2. Developer donates \$35,000.00 to the Portland Parks Department.
3. Developer installs a traffic signal on North Broadway at site access.

We are in the final step, the Final Master Development Plan, of the PUD zoning approval process.

Luther Bratton: Does the entrance front the service road or the new bypass?

Nate Heisler: It fronts on the current 109. The current 109 will become a local road when the bypass is built and there will be access to the bypass on TGT Road.

****There was discussion of the signal and when it would be put in and after everyone decided that where it was initially decided for phase one, that is still the best time. The approval is for the revised August 13th, 2025, Pattern Book and the reason for the revision was for all the City Council changes and Nate asked the developer's engineer to add it to the Pattern book.**

Motion to approve: Ann Blackburn

Second Motion: Jessica Hunter- All were in favor, motion carried.8-0.

Yes: Megann Thompson, Chairwoman Ann Blackburn, Ted Jernigan, Luther Bratton, Robert Tooker, Mark Harrison, Chairwoman Ann Blackburn, Jessica Hunter, Gail Gentry

Absent: Ty Crowder

Motion Passed: (Voice Vote)

2. Andy Leath (applicant) request approval for the C&C Munday College Street Concept Subdivision located at 405 College Street (Tax Map 033A, Group A, Parcel 005.01) a parcel of 9.08 acres +/- Zoned R-7.5 (Medium Density Single Residential)

Nate Heisler: This location is off of College Street, and the history is originally this site came in as a Planned Unit Development of townhomes, it went through Planning Commission and failed at Council. This property is already zoned R7.5 and what we are looking at is a conceptual plan on platting and geared toward the regulations on the already existing zoning on the property. This is conceptual and after it will move to preliminary plats and then to final plats. What we are looking at is 18 buildings that are duplexes on R7.5 lots, 36 units and 72 parking spaces. We have gone through the review process, and it checks all the boxes on our conceptual plan review that we have. One thing I've met with GreenLID and Andy on is adding future access to this property to the additional adjoining property. That is one of the contingencies I'd like the Planning Commission to add to this, and we'd be looking on the left side. Andy had agreed to that to meet our subdivision regulations with how many units are in this development. This is the conceptual and next will be the preliminary plat.

The first approval was for the approval, contingent to side street being built, this was amended and then it is as follows:

Motion to approve on contingent upon approval of side street being built and utilities taken

with it: Ted Jernigan

Second Motion: Robert Tooker- All were in favor, motion carried.8-0

Yes: Megann Thompson, Chairwoman Ann Blackburn, Ted Jernigan, Luther Bratton, Robert Tooker, Mark Harrison, Chairwoman Ann Blackburn, Jessica Hunter, Gail Gentry

Absent: Ty Crowder

Motion Passed: (Voice Vote)

3. Jason McCoy (applicant) request Preliminary Plat approval for CDJ Farms, Sections 1, 2 & 3 located on Jim Courtney Road, Portland TN. (Tax Map 20 Parcel 40.00) 25.92 +/- acres. Zoned R-10(Low Density Residential)

Nate Heisler: This property is located off Jim Courtney Road. A little history the Preliminary plat went through review process with the city along with construction plans and was approved back in 2020. The developer had asked a couple years later for an extension. Once a plat has expired (June 2025) it has to come back to Planning Commission as a Preliminary Plat approval again. The developer has met with me; he has gotten with a large-scale national builder and feels really strongly that he can finish this subdivision out in the next year or two. With the preliminary plat being expired this is a request for the preliminary plat to be re approved for the 3-year term to finish this subdivision. A couple of things from the city side of things we would like to see a couple of conditions added with this approval

- Amend the Developer's Agreement which would go through City Council
- Renew the Letters of Credits
- Detention Pond to be graded and completed- Spread 4 to 6 inches of topsoil over the pond, sides, top and bottom. Install erosion control ECM over the whole pond. If ECM isn't preferred then Hydroseed may be used and stabilizing before October 31, 2025.

If the Planning Commission approves it will be for another 3 years and from the city's side, we want to see this subdivision finished and we feel this is the best path forward for that.

Motion to approve with staff comments: Robert Tooker

Second Motion: Mark Harrison- All were in favor, motion carried.8-0.

Yes: Megann Thompson, Chairwoman Ann Blackburn, Ted Jernigan, Luther Bratton, Robert Tooker, Mark Harrison, Chairwoman Ann Blackburn, Jessica Hunter, Gail Gentry

Absent: Ty Crowder

Motion Passed: (Voice Vote)

Discussion:

A. Duplex Parking Requirements

Nate Heisler: The group asked us to get with other local cities to find out what they require for parking: they require 2 parking spaces per unit. Some based on square footage of the buildings and do not count the garages.

The Planning Commission board decided that the regulations should read 2 parking places **per unit** plus 10% and garages will not be counted as parking spaces.

B. Residential Uses Discussion

Nate Heisler: A discussion on moving the use of duplexes out of most of our residential uses and moving it to RM1 exclusively. From the last discussion there were some legal questions, so we got John Bradley here for that.

There was discussion and Nate is going to get some maps together to let the board see where the R7.5 and the R10 properties are in the city and bring them back to the next meeting for a discussion.

City Planner's Comments:

We haven't had any minor plats or minor plans since I last talked with you last.

Adjournment 7:57PM

Motion to approve: Ann Blackburn

Second Motion: Ted Jernigan -All were in favor, motion carried. 8-0.

Yes: Ann Blackburn, Megann Thompson, Ted Jernigan, Luther Bratton, Robert Tooker, Mark Harrison, Jessica Hunter, Gail Gentry

Absent: Ty Crowder

Motion Passed: (Voice Vote)



Chairwoman Ann Blackburn

10/14/25

Date



Recording Secretary

10/14/25

Date

City of Portland Public Comment Sign-In Sheet

- In accordance with Resolution #25-41, public comments are allowed when those comments are germane to agenda items (*this includes public hearings*), except where otherwise prohibited.
- Comments are limited to a maximum of 5 minutes per individual, and the number of speakers and/or allotted time may be limited by the presiding officer to ensure opposing views are heard.

Sign up before the start of the meeting to speak on public hearings and other agenda items.

Speaker Information		List which public hearing and/or agenda item you would like to speak on.
Print Name		
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NO ONE SPOKE

The Following Is To Be Filled Out By The Presiding Meeting Clerk

Board/Committee Planning Commission Meeting Date: 10/14/25 Page Number: 1