

CITY OF PORTLAND
PORTLAND MUNICIPAL PLANNING COMMISSION
MEETING MINUTES

October 14, 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
Ty Crowder
Robert Tooker
Luther Bratton- Vice Chairman
Ted Jernigan
Gail Gentry
Jessica Hunter came in at 5:08

MEMBERS ABSENT:

Mark Harrison

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

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

Absent: Mark Harrison

Approval of Minutes: September 9, 2025

Motion to Approve: Robert Tooker

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

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

Absent: Mark Harrison

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.

No one Spoke

Public Hearings

No Public Hearing

New Business

- A. Chase Kilgore (applicant) request Final Plat approval for Parkside Point Phase 4: location 0 Jim Courtney Road, Portland TN. (Tax Map 20 Part of Parcels 47.04) 11.74 +/- acres. Zoned R-10(Low Density Residential)

Nate Heisler: This property is located off Jim Courtney Road. We have gone through 3 phases, and this is phase 4. This plat has 25 lots, staff has gone through reviews, we do have one open comment with the utility department. The developers contribution will need to be paid prior to approval of the final plat, so it will need to be approved with contingent to open comment.

Motion to approve with staff comment: Robert Tooker

Second Motion: Gail Gentry- All were in favor, motion carried.8-0.

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

Absent: Mark Harrison

Motion Passed: (Voice Vote)

- B. Thomas Steffen (applicant) request Final Plat approval for Coventry Phase 1: location 0 Westland Street, Portland TN. (Tax Map 020P Group B Parcel 001.00) 26.1 +/- acres. Zoned R-10 PUD (Residential Planned Unit Development)

Nate Heisler: This development is located off Westland Street, one of the first PUD's that was approved that came through Planning Commission with our new PUD Ordinance. The Preliminary Plat was approved by Planning Commission back in January of this year. This is phase on of that development. Staff has gone through reviews, there are 6 open comments, all of these are clerical and have been addressed, but does need to be approved contingent to the comments.

Discussion:

Luther Bratton asked Nate is he could talk about the retention ponds and if the developer doesn't start the development in 1- 3 years or if the retention is in phase 3 or 4 and the development stops in phase 1 or 2, who is going to take care of the grass and /or the maintenance.

Nate Heilser: We have a developers agreement with the developer that has already passed with City Council. We can always go back and amend an agreement if we need to. We can discuss adding language into our subdivision language after this meeting, that's what we will be discussing, the regulations.

Motion to approve Contingent on Staff Comments: Ted Jernigan

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

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

Absent: Mark Harrison

Motion Passed: (Voice Vote)

Old Business-No old Business

Discussion:

A. Residential Uses Discussion

Nate Heilser: This is a discussion that we have had a couple of times, the last meeting, the Planning Commission asked me to get a map together with the R-7.5 Residential Districts in the city. City owned Richland Park is one of them. Munday College Street is the biggest one and there are a couple of smaller parcels that are around the College Street development. There are a couple off of North Broadway close to the interstate and there are a couple on the south side off of South Broadway. The majority of the R7.5 are around the city's center. This map is to open the discussion of the residential uses that we have been talking about, mainly how it pertains to duplexes. I have been asked to bring a Resolution to our City Council at the next meeting to discuss maybe even requiring a Planned Unit Development for any rezoning into a residential district that has duplexes inside of it.

With all the discussion between the members, the consensus is to remove duplexes down to RM1 only by most, and it will be triggered by a rezone, most felt its grandfathered in limitlessly and couple said if it sells, that would be a trigger.

City Planner's Comments:

I will be bringing the duplex parking change to Planning Commission next meeting. We talked about moving the spots from 1.5 required spots per unit on duplexes to 2 spots and the percentage, so you will see this next meeting.

Adjournment 6:06PM

Motion to approve: Ted Jernigan

Second Motion: Gail Gentry -All were in favor, motion carried. 8-0.

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

Absent: Mark Harrison

Motion Passed: (Voice Vote)

Luck Brath

Chairwoman Ann Blackburn

11/12/2025

Date

Tracy Sutton

Recording Secretary

11/12/2025

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		
Address		
Print Name		
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The Following Is To Be Filled Out By The Presiding Meeting Clerk

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

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