

CITY OF PORTLAND
PORTLAND MUNICIPAL PLANNING COMMISSION
MEETING MINUTES

January 13, 2026

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
Jessica Hunter
Robert Tooker
Ted Jernigan
Gail Gentry
Jim DiPiazza

MEMBERS ABSENT:

Ty Crowder
Luther Bratton

A quorum was established.

STAFF PRESENT:

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

Other Interested Parties:

Drew Ferguson, Zach Wilkinson, Ben Patton.

Approval of Agenda

Motion to Approve: Robert Tooker

Second Motion: Jessica Hunter. All were in favor, motion carried. 7-0.

Yes: Ted Jernigan, Vice Mayor Megann Thompson, Jim DiPiazza, Robert Tooker, Gail Gentry, Jessica Hunter, Chairwoman Ann Blackburn

Absent: Ty Crowder, Luther Bratton

Approval of Minutes: December 9, 2025

Motion to Approve: Jessica Hunter

Second Motion: Ted Jernigan. All were in favor, motion carried. 7-0.

Yes: Ted Jernigan, Vice Mayor Megann Thompson, Jim DiPiazza, Robert Tooker, Chairwoman Ann Blackburn, Jessica Hunter, Gail Gentry

Absent: Luther Bratton, 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.

Public Hearings

No One Spoke/Closed the Public Hearing

New Business

- A. Andy Leath (applicant) requests Preliminary Plat approval for Ruby Springs: location: 780 College Street, Portland, TN. (Tax Map 034 Parcels 072.07, 072.09 and Parcel 072.10) Sumner County, 30.85+/acres. Zoned R-15 PUD (Residential Planned Unit Development).

Nate Heisler: This was originally approved by Planning Commission in 2023. The last meeting in December Planning Commission approved an amendment to this PUD to change lot orientation on the internal part of the development. This is the start to the plating process, and we will see final plats later on. This is the Preliminary Plat, 46 lots that are single family. Staff has done reviews on this, and it meets the regulations for the PUD that was approved.

Motion to approve: Robert Tooker

Second Motion: Jessica Hunter - All were in favor, motion carried. 7-0.

Yes: Vice Mayor Megann Thompson, Ted Jernigan, Robert Tooker, Jessica Hunter, Gail Gentry, Jim DiPiazza, Chairwoman Ann Blackburn

Absent: Luther Bratton, Ty Crowder

Motion Passed: (Voice Vote)

- B. Ben Patton (applicant) request a Site Plan Minor Amendment approval for Fred White Blvd Boat and RV Storage, Location: 0 Fred White Blvd. (Tax Map 026, Parcel 001.00), Robertson County, 6.15 +/- acres. Zoned IG (Industrial General).

Nate Heisler: This site plan had come through the Planning office as a minor site plan and was approved. What we have here is a plat amendment request for the landscaping. When the site plan originally came through with the landscaping, it was approved per the City's regulations. After the approval, the applicant gotten with the Planning Department and requested to make changes to the landscaping ordinance based off contact from CEMC. The email from the Operations Manager at CEMC it was based off high voltage industrial lines on the front of the property. The city's zoning ordinance requires a mixture of trees and shrubbery on the frontage of properties. On the new site plan the trees have been removed but the shrubbery is still showing. Nate shows the Planning Commissioners the email that was received from CEMC Operations Manager. The existing trees that are on the front near the entrance are going to stay.

Vice Mayor Megann Thompson: I think we need to look at partnering with CEMC for

future site plans and things like this, so they don't come up.

Nate Heisler: That is one thing we have discussed at staff level, is if there are pre app meetings for site development plans for empty lots, talking with CEMC and seeing if they can include a representative from their department to join us, maybe virtually, so we can find out everything we need to know on the front end.

Motion to approve: Robert Tooker

Second Motion: Ted Jernigan - All were in favor, motion carried. 7-0.

Yes: Vice Mayor Megann Thompson, Ted Jernigan, Robert Tooker, Jessica Hunter, Gail Gentry, Jim DiPiazza, Chairwoman Ann Blackburn

Absent: Ty Crowder, Luther Bratton

Motion Passed: (Voice Vote)

- C. Jessica Hood (applicant) request a Site Plan approval for Zaxby's: location 409 Hwy 52W, Portland TN. (Tax Map 034E Parcel 018.10) Sumner County, 2.489 +/- acres. Zoned GCS (General Commercial Services)

There were people coming for the Zaxby's project, they were delayed by Nashville traffic and missed the meeting.

Nate Heisler: This location is off Hwy 52; Zaxby's will be between Waffle House and Scooter's Coffee. One of the topics of conversation we have had with the applicant is the shared access. One of the access showing is the shared access with Waffle House and an additional access on the one on the side. We were able to pull together a meeting with TDOT, it was my understanding they wanted to have one access only, shared with Waffle House. The second meeting with TDOT confirmed that TDOT wanted it to be one access. On the plan that you are looking at, it shows two accesses, the only thing that will change is it will be one access, and it will be widened off of Hwy 52, to 36 feet to accommodate for Zaxby's. The parking does meet the requirements, they actually went over on parking, per our ordinance. There are a couple of comments left, so approval would need to be contingent to a TDOT permit and staff comments.

There was representation coming for the Zaxby's project, they were delayed by Nashville traffic and missed the meeting.

Motion to approve Contingent with TDOT Approval- Permit and Staff Comments: Robert Tooker

Second Motion: Gail Gentry - All were in favor, motion carried. 7-0.

Yes: Vice Mayor Megann Thompson, Ted Jernigan, Robert Tooker, Jessica Hunter, Gail Gentry, Jim DiPiazza, Chairwoman Ann Blackburn

Absent: Ty Crowder, Luther Bratton

Motion Passed: (Voice Vote)

- D. Zach Wilkinson (applicant) request Final Master Development Plan (FMDP) approval: Location 304-310 Fowler Ford Road, Portland TN (Tax Map 033J Parcels 001.00, 011.00 and 012.00) Sumner County, 3.37 +/- acres Zoned RM-1 PUD (Planned Unit Development)

Nate Heisler: This property is located off Hwy 52; it has split zoning. The Preliminary Development Plan and Pattern Book was approved September 9, 2025, and approved by City Council October 20, 2025. This is the Final Master Development Plan; this is the last step before PUD zoning is granted. After the FMDP is approved by Planning Commission, the plating process starts. This is the last step for the PUD zoning process. Staff has gone through review on this FMDP, it meets all the criteria of the original PUD and stipulations that were agreed to at the

Planning Commission and the City Council. This is a duplex development; there are access points off of Hwy 52 and to the South also.

Motion to Approve: Gail Gentry

Second Motion: Jessica Hunter -All were in favor but one, motion carried. 6-0.

Yes: Vice Mayor Megann Thompson, Jim DiPiazza, Robert Tooker, Jessica Hunter, Gail Gentry, Chairwoman Ann Blackburn

No: Robert Tooker

Absent: Ty Crowder, Luther Bratton

Motion Passed: (Voice Vote)

- E. Zach Wilkinson (applicant) request Gateview Drive Concept approval: Location 1035 Gateview Drive and 1041 Gateview Drive, Portland TN (Tax Map 034 Parcels 131.00 and 132.00) Sumner County, 5.18 +/- acres Zoned RM-1(High Density Residential)

Nate Heisler: This is off Gateview Drive, it was rezoned back in 2021 to straight zone RM1, the zoning is already there for this property. This is the Conceptual Plan for a subdivision process. This process is Conceptual, Preliminary Plat and then Final Plat. When we were looking at the plans, this is more of a technical review, based off RM1 zoning. This is 22 units off of Gateview Drive, the road is proposed at a public road and does meet the requirements for lane widths and right of way requirements. One thing you will notice is it is a hammerhead, not a typical Cul de sac. During the review phase and going through the pre app meetings, we wanted to make sure this was appropriate for emergency services. There were comments from Fire to extend the hammerhead and after speaking with Fire Marshal Tyson and the Engineer addressed the comments, Fire is ok with this specific Hammerhead. Public Works, Corbin, is good with the trash truck side of it also. There are 2 spaces per unit for parking

Vice Mayor Megann Thompson: When you went back to 2021, was there a proposal attached to the straight rezone, what they wanted to do with it?

Nate Heisler: I went back and watched both City Council and the Planning Commission voted 9/0, there were no objections and they just showed the lots, that's all you needed for a rezone.

Motion to approve: Ted Jernigan

Second Motion: Jessica Hunter - All were in favor, motion carried. 7-0.

Yes: Vice Mayor Megann Thompson, Ted Jernigan, Robert Tooker, Jessica Hunter, Gail Gentry, Jim DiPiazza, Chairwoman Ann Blackburn

Absent: Ty Crowder, Luther Bratton

Motion Passed: (Voice Vote)

Old Business-No old Business

City Planner's Comments: Nate Heisler: I had expected to have the new subdivision regulations on this meeting, but we had a hiccup with advertising. We got with the newspaper, and we will for sure have that as an action item on the February meeting.

Adjournment 5:33PM

Motion to Adjourn: Jessica Hunter

All in Favor: Vice Mayor Megann Thompson, Robert Tooker, Jessica Hunter, Gail Gentry, Ted Jernigan, Chairwoman Ann Blackburn, Jim DiPiazza

Absent: Ty Crowder, Luther Bratton

Motion Passed: (Voice Vote)


Chairwoman Ann Blackburn

2-10-2024
Date


Recording Secretary

2/23/2026
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		
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The Following Is To Be Filled Out By The Presiding Meeting Clerk

Board/Committee Planning Commission Meeting Date: Jan 13, 2026 Page Number: 1

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