

CITY OF PORTLAND
PORTLAND MUNICIPAL PLANNING COMMISSION
MEETING MINUTES

February 10, 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

Chairwoman 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
Luther Bratton
Chirag Patel

MEMBERS ABSENT:

A quorum was established.

STAFF PRESENT:

Nate Heisler-City Planner

Other Interested Parties:

Approval of Agenda

Motion to Approve: Robert Tooker

Second Motion: Jessica Hunter. All were in favor, motion carried.9-0.

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

Absent: No One

Approval of Minutes: January 13, 2026

Motion to Approve: Jessica Hunter

Second Motion: Robert Tooker All were in favor, motion carried. 9-0.

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

Absent: No One

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

Adoption of Updated City of Portland Municipal Subdivision Regulations

No One Spoke

Notice of this public hearing was published in the *Portland Sun* on January 13, 2026, and posted on the municipal website and at City Hall in accordance with state law.

New Business

- A. Richard Graves (applicant) request Final Plat approval for Re-Subdivision of Deer Run Section 3: location: 380, 384A & 384B Three Brothers Way, Portland TN. (Tax Map 033K Parcels 014.00 and 015.00 & Map 33 P/O Parcel 073.00) Sumner County, 0.98 +/- acres. Zoned RM-1(High Density Residential) & R7.5 (Medium Density Residential)

Nate Heisler: Planning Commission approved the rezone to R7.5 back in 2025. The Preliminary Plat was approved in December 2025, and this is the Final Plat. The lot lines changed on lot 20 and lot 21 to create lot 20A, this is to add one duplex to this subdivision.

Motion to approve: Jessica Hunter

Second Motion: Robert Tooker - All were in favor, motion carried.9-0.

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

Absent: No One

Motion Passed: (Voice Vote)

- B. Andy Leath (applicant) request a Site Plan approval for 109 Access at: location 808 Hwy 109 North, Portland TN. (Tax Map 019E Parcel 004.00) Sumner County, 0.67 +/- acres. Zoned GCS (General Commercial Services)

Nate Heisler: This is North of TGT on Hwy 109N, this is the slimmer lot just north of Dollar General. There was a site plan for a commercial complex in 2024, and the staff went through the reviews, but it never got to Planning Commission because the access point on the site plan was denied a TDOT permit because of the spacing between accesses of Highway 109. TDOT requires on state routes certain distances between the access points on 109. Fast forward a couple of months, TDOT got in touch with me through

email and it had gone through their organization and Director, and it came back that in the near future, this portion of Hwy 109 will become a City road, so TDOT will approve the access. **This Site Plan is for Access Only.** The reasoning is when TDOT gave the potential approval, they put a time frame on it. The developer felt like they needed to create a site plan for the access to secure the TDOT permit. After having conversations with the Engineer and the Applicant, they are fully aware if in the future they want to build on this lot, they will have to have another Site Plan, this is exclusive for the access. The engineer will put that as a note on the site plan, so that it will be solidified with an approval.

Jessica Hunter: Have we ever approved a site plan for access only?

Nate Heilser: Not since I have been here, we don't have anything in the regulations against it.

Ted Jernigan: Can the access be modified in the future, if need be?

Nate Heilser: If it is done while it is still a state route it would be difficult. When it becomes a city road, which it will, when the bypass is built, it could potentially be made wider or whatever they would need, but they would have to follow our regulations for that.

Robert Tooker: When I looked at it originally, I was curious what the plan was for this, its an empty lot right now, just some old asphalt.

Jessica Hunter: So, there's no urgency to get it done through TDOT, just through the city?

Nate Heilser: I believe, Allison, you can help me out here, the applicant wanted to secure the TDOT permit as quickly as possible.

Allison Turner with GreenLID: There is a limited timeframe by TDOT, that they have agreed to the potential to this access, subject to the city's approval, its only good for a year a it has been 3 or 4 months now. Mr. Collins was working with a partner to develop this, but he has now moved away from it, but he wanted to go ahead and make sure the access was in place while he tried to find another option for this property. He doesn't want to go back through this fight; it has taken over a year to get to this point.

Jessica Hunter: This just locks it in.

Nate Heilser: In order for TDOT to give approval, they need our Planning Commissions approval, they won't give a permit without it that.

Allison Turner with GreenLID: From this process he will have to go back to TDOT with this plan and have to get their final approval and move forward from that point.

Motion to approve: Jessica Hunter

Second Motion: Jim DiPizza - All were in favor, motion carried.7-0.

Yes: Ted Jernigan, Robert Tooker, Jessica Hunter, Gail Gentry, Jim DiPiazza, Chairwoman Ann Blackburn, Chirag Patel

Abstained: Vice Mayor Megann Thompson, related to owner and Luther Bratton

Absent: No One

Motion Passed: (Voice Vote)

C. Adoption of Updated City of Portland Municipal Subdivision Regulations

Chairwoman Ann Blackburn: There are a few changes I think need to be made, I talked with Nate and we can approve them with the changes made or we can come back.

- The definitions for Minor and Major Subdivisions:
Minor Subdivision: Chapter 2 page 8 has one definition and Appendix A has a different definition; they need to be uniform, exactly the same.
*After discussion minor subdivision in Chapter 2, page 8 will be changed to the same definition as Appendix A definition, its more detailed.
- Major Subdivision: Item H and Appendix number 8 are different.
says Variance and Deviation. In appendix A it says wavier and exception.
*Change the wording in Appendix A to Variance and Deviation like in Chapter 2.
- In Appendix A, it says Land Use Plan and Chapter 2 says Comprehensive Plan.
*Change the wording in Appendix A to Comprehensive Plan
- After discussing page 18 Item 1: Plat filing with County Register, it has been decided to leave it like it is.
- In the whole document, Nates position is listed as City Planner, but on page 20 it is referred to Planning Director, this should be the same as the other references.
- Page 25, section 303, add at the bottom of the last paragraph, sureties may be required concurrently.
- Page 13 section 206, under construction plans, strike out containing 3 or more and have it read construction plans are to be submitted for all major subdivisions **and** for any subdivision where public infrastructure improvements are proposed or required.
- The other things are just typos and spacing errors that will be shared with Nate to have fixed.

Motion to approve with the changes made: Jessica Hunter

Second Motion: Gail Gentry - All were in favor, motion carried. 9-0.

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

Absent: No One

Motion Passed: (Voice Vote)

Old Business-No old Business

Presentation: Portland Development Tracker

City Planner's Comments: Nate Heilser: Corbin and I just went to a Certified Managers Course at the University of Tennessee. In that class you have to create a Capstone Project that has to benefit your organization, The City of Portland. I wanted to pick something; my ultimate goal was to improve transparency for the community and the Planning Department. We have these meetings and things get approved, people forget and you have to go back and dig through agendas. Its hard to keep track of approved projects and construction. The Planning Department gets a lot of calls of "Hey, what's going on?" You have seen me using Google Earth a lot in presentations. I have revamped the development tracker and made a public tracker that we can put on the website. We use near map with this and you can see the project as it goes along.

Some of the information that you will find is:

- Name of the Development
- Year it was submitted to the City
- Quick view of what the development looks like
- Street View
- Elevations for the Commercial Projects
- The Bypass and the plans that TDOT gave us
- Pattern Books with the PUD's (Planned Unit Development's)
- Zoning

This will allow the residents of Portland to see active construction in the City, in real time. This improves transparency for the Planning Department. This may be a valuable during Planning Commission, we can see what is already approved, active projects in the area and how it relates to something like the bypass for Planning Commission decisions. I think it is a pretty powerful tool for the community members. I'm pretty close to releasing to the public and we will be sure to put it on the website. I will send a link to your emails so you can play around with it and if you have any questions, just give me a call.

Planner Comments: After this meeting, at 6:00, there is a neighborhood meeting at Southern Occasions for a new upcoming PUD (Planned Unit Development)

Planning Commission Members Comments:

Luther Bratton: I think that (the Development Tracker) is going to be very helpful, its proactive and I really appreciate that.

Adjournment 5:37PM

Motion to Adjourn: Gail Gentry

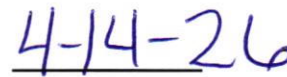
Second Motion: Ted Jernigan- All in Favor, Motion carried 9-0

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

Absent:

Motion Passed: (Voice Vote)


Chairwoman Ann Blackburn


Date


Recording Secretary


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.
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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: 2/10/26 Page Number: 1