



The Town of Coopertown
5153 Burgess Gower Rd.
Coopertown, TN 37172
(615) 382-4470

**PLANNING COMMISSION
REGULAR MEETING
Monday, June 15, 2026
6:00 P.M.**

Meeting Minutes

I. Call to Order

The meeting was called to order at 6:00 p.m. by Chairman Shane Gordon.

II. Pledge of Allegiance

III. Roll Call

Secretary Brian Rettaliata called roll.

Members present:

Justin Bahorik
Shane Gordon, Chairman
Caleb Johnson
Tim Mason, Alderman
Brian Rettaliata, Secretary
Peggy Ruth
Jeff Smith, Mayor

Also present:

Vicky Bumgardner, Building Commissioner
Brian Halma, GNRC Sr. Planning Consultant

IV. Public Forum

No one signed in to speak.

V. Approve Minutes from May 18, 2026

Justin Bahorik motioned to approve the minutes from May 18, 2026.

Tim Mason seconded the motion.

Brian Rettaliata called roll:

Mayor Smith	YES
Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Peggy Ruth	ABSTAINED, not present for that meeting.
Caleb Johnson	YES
Brian Rettaliata	YES

The motion passed with 6 Yes votes and 1 Abstention

VI. Status of Letter(s) of Credit/Surety Instruments

Derby Meadows Phase 1A maintenance surety and Phase 1B & 2A sureties in place.

VII. New Business

1. Wilson Kirby application to vacate plat for Lots 1 & 2, Steven Garrett Subdivision, Jack Teasley Road, Map 119, Parcels 068.00 and 069.00, Zoned Agricultural (A)

Applicant wishes to consolidate his two lots in Steven Garrett Subdivision with his 27.6 acres parcel.

Brian Rettaliata made a motion to approve the plat with the condition all signatures are obtained.
Caleb Johnson seconded the motion.

Brian Rettaliata called roll:

Shane Gordon	YES
Justin Baborik	YES
Tim Mason	YES
Peggy Ruth	YES
Caleb Johnson	YES
Brian Rettaliata	YES
Mayor Smith	YES

The motion passed unanimously.

2. Amend Zoning Ordinance and Subdivision Regulations language to accept performance and maintenance bonds

Members discussed the proposed use of performance and payment bonds rather than the current requirement of cash sureties and letters of credit. If the bond is called it's the insurer who is responsible for finishing the project, not the Town. Members agreed not to utilize payment bonds. The Zoning Ordinance and Subdivision Regulations will need to be amended accordingly. Revisions will be made by Staff and shared at the July meeting.

3. Amend zoning Ordinance section 2.020 Definitions and Section 4.042, I, Accessory Apartment, Ordinance 2026-2012

Amendment to involve allowing for an accessory apartment be constructed within a home, or as an addition, without having to come before the Board of Zoning Appeals. Members agreed this should be allowed without BZA approval. Brian Halma is going to work on the language and return a final draft in July.

4. Discuss amendments to current Mixed Use Zoning districts language

Brian Halma suggested the Town add some additional language that would include clarification on which level of road is required for access, environmental site assessments to check for contaminants left on the land, geo technical reports, soil borings and soil pits, an archaeological report, property buffer requirements, including blueline streams which require a more stringent buffer, a riparian buffer plan, a traffic impact study at the final approval stage, and road standards for those roads that do not currently meet the Town's existing requirements. Brian will clean up the language and bring a draft back to the July meeting.

VIII. Old Business

1. Amend Subdivision Regulations Section 2-109.801 Completion and Maintenance of Improvements, to clarify requirements of the warranty period, Resolution SR2026-007

Justin Bahorik made a motion to approve Resolution SR2026-007.
Tim Mason seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Caleb Johson	YES
Justin Bahorik	YES
Shane Gordon	YES
Tim Mason	YES
Peggy Ruth	YES
Mayor Smith	YES

The motion passed unanimously.

2. Discuss amendments to Zoning Ordinance, Section 4.080, Standards for Signs, Billboards, and other Advertising Structures

Tabled, pending draft.

IX. Comments from Members

- Sam Edwards Planning and Zoning training scheduled for Monday, August 17th, 2026.
- Mayor Smith briefly discussed data centers. Coopertown will investigate putting a two-year moratorium on the subject to give us time to research the various types of data centers and to determine the conditions a data center must meet if permitted to build in Coopertown.

X. Adjournment

Shane Gordon made a motion to adjourn.
Mayor Smith seconded the motion.

The meeting adjourned at 7:05 p.m.

Original notes generated by Kelly Bohn, City Clerk

These minutes are respectfully submitted by:


Chairman

7/20/26
Date