



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

**PLANNING COMMISSION
REGULAR MEETING
Monday, August 18, 2025
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

Brian Rettaliata called roll.

Members present:

Justin Bahorik, Vice Chairman
Shane Gordon, Chairman
Caleb Johnson
Tim Mason, Alderman
Brian Rettaliata, Secretary

Members Absent:

Peggy Ruth
Mayor Jeff Smith

Also present:

Vicky Bumgardner, Building Commissioner
Brian Halma, Planning Consultant
Noel Amell, Consulting Engineer
Ken Dombroski, Consulting Engineer

IV. Public Forum – Sign-in to speak and limit comments to 3 minutes

V. Approve Minutes from meeting on June 16, 2025

Shane Gordon motioned to approve the minutes from June 16, 2025.
Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Caleb Johnson	YES
Brian Rettaliata	YES

The motion passed unanimously.

VI. Status of Letter(s) of Credit/Surety Instruments
Derby Meadows Phase 1A and 1B- Sureties in place

VII. New Business

1. Kyle and McDade, LLC- Final Plat for two buildings lots at 4564 Washington Rd, Map 121K, A, Parcel 003.00, zoned Rural Residential (RA), 5.86 acres

The applicant's surveyor, Steve Artz presented and took questions. Brian Halma shared staff comments. Driveway placement should be across from Woodwind Circle. A shared driveway would be considered but the deeds would need to include a note pertaining to shared maintenance by both lot owners. Steve Artz indicated that would be added to the plat as a note.

Justin Bahorik made a motion to approve Kyle and McDade's final plat request.
Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	ABSTAINED
Caleb Johnson	YES

The motion passed with 4 Yes votes and 1 Abstention.

2. Joe Simmons, 2021 Martins Chapel Church Rd, Site Plan for Simmons Canine Services Dog Training/Boarding, Map 129, Parcel 061.00

The Coopertown Board of Zoning Appeals approved the Use, a kennel, via Special Exception on October 21, 2024.

Mr. Simmons shared his plans for his facility and answered questions. He stated this is not a boarding facility or kennel but dogs he will be training will be housed in the building he plans to construct. There will be no visitors so parking is not an issue. There will be no signage. All adjacent neighbors have been contacted and shared their letters of approval for his business.

Brian Rettaliata made a motion to approve the site plan for a training/boarding facility.
Tim Mason seconded the motion.

Brian Rettaliata called roll:

Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Caleb Johnson	YES
Brian Rettaliata	YES

The motion passed unanimously.

3. Janice Stagner-Morgan, 4418 Washington Rd, request to Rezone 2.61 acres of 23.4 acre parcel off Bush Farm Rd, part of Map 121, Parcel 200.00, from Agricultural (A) to Rural Residential (RA)

The applicant's surveyor, Steve Artz, presented the rezone. Members asked what the owner plans to do with the land once rezoned. Mr. Artz stated one of Ms. Morgan's children plans to build a house. The driveway will come off Bush Farm Road.

Tim Mason made a motion to approve the rezone.
Caleb Johnson seconded the motion.

Brian Rettaliata called roll:

Justin Bahorik	YES
Tim Mason	YES
Caleb Johnson	YES
Brian Rettaliata	YES
Shane Gordon	YES

The motion passed unanimously.

4. Daniel Williams with Premier Builders Preliminary Plat application for Wood Reserve Subdivision off Woods and Old Coopertown Roads, Map 111, Parcels 132.00 and 133.00, Zoned Rural Residential (RA) owned by W & M Investments.

APPLICANT REQUESTED THE APPLICATION BE TABLED TO ALLOW MORE TIME TO PRESENT A MORE DETAILED PLAN

5. Discuss Subdivision Regulations Section 3-103 Surety Standards and Requirements regarding surety reductions when remaining work is less than 30% of original principal amount.

Brian Halma shared information regarding what other municipalities use, which is 25%. Motion was made to write a Resolution to reduce it to 25% so as to be more competitive with surrounding towns.

Tim Mason made a motion to approve moving forward with amending the language.
Justin Bahorik seconded the motion.

Brian Rettaliata called roll:

Caleb Johnson	YES
Brian Rettaliata	YES
Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES

The motion passed unanimously.

6. Sam Edwards planning & zoning training, July 21, 2025, attendees credited 4.00 hrs

Vicky Bumgardner read the names of those Planning Commission members in attendance: Shane, Brian, Justin, Peggy, and Jeff; Tim viewed the video.

Shane Gordon made a motion to approve 4.00 credit hours for all attendees.
Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Caleb Johnson	YES

The motion passed unanimously.

VIII. Old Business

1. Discuss amending Zoning Ordinance Section 3.030 (E) regarding no more than 5 parcels with a lot size of 5 acres or more.

Members discussed the current language and a shared driveway for these five plus acre parcels. Brian Halma will come back in September with an ordinance to review and recommend for adoption by the Board of Mayor and Aldermen.

IX. Comments from Members

Alderman Mason asked Vicky Bumgardner to add to the September meeting agenda the discussion item of Mixed Use Residential Commercial (MURC) zone and the checklist of items an applicant must present for approval.

X. Adjournment

Brian Rettaliata made a motion to adjourn the meeting.
Tim Mason seconded the motion.

All in favor signified by saying, "Aye".

The meeting adjourned at 6:50 p.m.

Original notes generated by Kelly Bohn, City Clerk

These minutes are respectfully submitted by:


Chairman

9-15-2025
Date