



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

**PLANNING COMMISSION  
REGULAR MEETING  
Monday, September 15, 2025  
6:00 P.M.**

### **Meeting Minutes**

#### **I. Call to Order**

The meeting was called to order at 5:59 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  
Tim Mason, Alderman  
Brian Rettaliata, Secretary  
Peggy Ruth  
Mayor Jeff Smith

Members Absent:

Caleb Johnson

Also present:

Vicky Bumgardner, Building Commissioner  
Ken Dombroski, Consulting Deputy Engineer  
Brian Halma, GNRC Planning Consultant  
Tessa O'Hollaran, Consulting Engineer

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

#### **V. Approve Minutes from meeting on August 18, 2025**

Tim Mason motioned to approve the minutes from August 18, 2025.  
Shane Gordon seconded the motion.

Brian Rettaliata called roll:

Mayor Smith	ABSTAIN, not present for meeting
Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Peggy Ruth	ABSTAIN, not present for meeting
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. William Reeves, 4228 Old Coopertown Rd, application to Rezone 5.02 acres, Map 121, Parcel 257.00 from Agricultural (A) to Rural Residential (RA), Ordinance 2025-016**

Surveyor Steve Artz presented on behalf of William Reeves. He stated the purpose of this rezone is to allow the Mr. Reeves to subdivide the lot into two parcels. Mr. Reeves and his wife are aging so they would like to build a small, one-story home toward the back of the lot; their son would move into the existing home.

Justin Bahorik made a motion to recommend approval to the Board of Mayor and Aldermen.  
Tim Mason seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

**2. W&M Investments, Rezone application for Map 111, Parcel 133.00, .44 acres off Woods Rd, from Agricultural (A) to Rural Residential (RA), part of Wood Reserve, Ordinance 2025-019**

Surveyor Steve Artz presented on behalf of the applicant. This lot is part of the overall Wood Reserve Subdivision. It was purchased after the first rezone was approved.

Brian Rettaliata made a motion to recommend to the Board of Mayor and Aldermen for approval.  
Shane Gordon seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

### **3. Daniel Williams with Premier Builders, Preliminary Plat Application for Wood Reserve Subdivision off Woods Rd and Old Coopertown Rd, Map 111, Parcels 132.00 & 133.00**

Brian Halma shared staff comments. Approval was granted to allow driveway access to Old Coopertown Road (a minor arterial road), approved the plan be labeled as a Preliminary Plat instead of a Concept Plan (no Concept Plan submission required); agreed installing sidewalks at this time made little sense so the builder will post a check with the Town, to be used at a later date to install sidewalks along Woods and Old Coopertown Roads, adjacent to their lots; Lot 2 was approved as a flag lot; HOAs are required for Major Subdivisions however this subdivision is unusual in that there will be no public areas or streets for the Town to accept. No HOA is necessary. Ken Dombroski spoke regarding storm water and drainage on this development. More review will come at the construction plans review phase. He agreed it makes no sense to add sidewalks at this time.

Tim Mason made a motion to approve the Preliminary Plat for Wood Reserve. There's no need for a concept plan, Lot 1's driveway can use Old Coopertown Road, the developer has agreed to pay into an escrow for the sidewalks, Lot 2 is approved as a flag lot, and an HOA is not needed in this case. Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

### **4. Michael Crawley, amended Site Plan application for 6,000 sq. ft. retail building and second Movie screen at 2215 Tom Austin Hwy., Map 122, Parcel 111.01**

Brian Halma presented staff's comments. The site plan that had been granted conditional approval previously utilized the western portion of the site as drain fields for the on-site septic system. This amended site plan now shows a second movie screen and a 6,000 square feet retail space. Additional comments include:

1. Provide percentage of lot area to be landscaped, per 5.051 (4).
2. Add form of endorsement per (8.030 (D) (2) (II) for the Amended Site Plan.
3. Adequacy of traffic flow and impact to Tom Austin Hwy should be re-examined.
4. Confirm there are adequate parking spaces
5. If there is projection onto the second (westernmost) movie screen, how much light intrusion is possible onto Tom Austin Highway?  
Per the applicant, "None the projector is tuned in very specifically to meet the screen specifications."
6. Planning Commission previously approved a grass surface for the parking stalls for the previously approved Screen 1.
7. Add a note to the site plan that the proposed building is subject to Design Review by the Planning Commission prior to the issuance of any building permit.



Josh Lyon with Klobner Engineering presented on behalf of the applicant.

Tim Mason made a motion to approve the site plan with the additions as noted in Staff's comments. Mayor Smith seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

#### **5. Amend Subdivision Regulations Appendix B-Construction, Roadway and Drainage Technical Standards, Drawings ST-1 and ST-2, Resolution SR2025-011**

Tessa O'Hollaran with Delve Underground, the Town's consulting engineering firm, presented new language to be added to the Subdivision Regulations regarding roadway construction. This new language will provide for improved structural capacity and longevity of pavement. And it's the industry standard.

Brian Rettaliata made a motion to start the 30-day public comment period before a final vote in October.  
Justin Bahorik seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

#### **6. Amend Subdivision Regulations Section 3-103 Surety Standards and Requirements reduce Surety reduction amount from 30% of original principal amount to 25%, Resolution SR2025-012.**

Tim Mason made a motion to approve and start 30-day public comment period.  
Shane Gordon seconded the motion.

Peggy Ruth said she wasn't at the last meeting. Why would we lower the percentage? Shane Gordon stated we were well above other communities. And, even with 25% we're still protected.

Brian Rettaliata called roll:

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

The motion passed unanimously.

**7. Amend Zoning Ordinance Section 8.080 to read 21 days public notice required per T.C.A. 13-7-303**

Brian Rettaliata stated this is required by the State; we have to adopt it.

Tim Mason made a motion to approve.  
Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

**8. Review for possible amendments to Mixed Use Residential Commercial (MURC) zone**

Commission members voiced some concern about making an applicant spend thousands of dollars on a plan before they know if the property will be approved for a rezone. It was decided that further discussion is warranted. The topic was tabled in favor of a Working Session on October 8 at 6:00 p.m.

**VIII. Old Business**

**1. Amend Zoning Ordinance Section 3.030 (E), Farmhouse Cluster Zone, Ordinance 2025-017**

Commission reviewed the draft language. Brian Halma will remove 'double bituminous' from #2 and change 'Robertson County' to read 'Coopertown' in #9. The Ordinance will now be forwarded to the Board of Mayor and Aldermen for consideration.

Tim Mason made a motion to recommend to the Board of Mayor and Aldermen for adoption.  
Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

**IX. Comments from Members**

Approve Caleb Johnson's 4.00 hours of annual training after viewing Sam Edwards Planning and Zoning class on July 21, 2025.

**X. Adjournment**


Tim Mason made a motion to adjourn the meeting.  
Mayor Smith seconded the motion.

All in favor signified by saying, "Aye".

The meeting adjourned at 7:50 p.m.

**Original notes generated by Kelly Bohn, City Clerk**

These minutes are respectfully submitted by:

	10/20/25
Chairman	Date