



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

**PLANNING COMMISSION  
REGULAR MEETING  
Monday, November 17, 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**

Secretary Brian Rettaliata called roll.

Members present:

Shane Gordon, Chairman  
Caleb Johnson  
Tim Mason, Alderman  
Brian Rettaliata, Secretary  
Jeff Smith, Mayor

Members Absent:

Justin Bahorik, Vice Chairman  
Peggy Ruth

Also present:

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

#### **IV. Public Forum – None**

#### **V. Approve Minutes from meeting on October 20, 2025**

Shane Gordon motioned to approve the minutes from October 20, 2025.  
Tim Mason seconded the motion.

Brian Rettaliata called roll:

Jeff Smith	YES
Shane Gordon	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. Nachilah & Jerry Harris – Rezone 1.41 acres off Old Hwy 431 S., Map 121, Parcel 162.00 from Agricultural (A) to Rural Residential (RA)**

Brian Halma shared staff comments.

Brian Rettaliata made a motion to approve and recommend the rezone to the Board of Mayor and Aldermen.

Shane Gordon seconded the motion.

Brian Rettaliata called roll:

Caleb Johnson	YES
Brian Rettaliata	YES
Shane Gordon	YES
Tim Mason	YES
Jeff Smith	YES

The motion passed unanimously.

**2. RaceTrac – Preliminary Site Plan and Design Plans, located off Joe Dowlen Road, Map 127, Parcel 055.00, 052.01 and 053.02, Zone Interchange Commercial (CB)**

Brian Halma shared staff comments (*copy attached with these minutes*). Noel Amell, Town Engineer, stated he's working to review the construction plans. The primary review will be on Joe Dowlen Road, stormwater and making sure the applicant submits the required State and local permits. Brian Halma added that this is the preliminary site plan and the preliminary design plans only. A final site plan and design plans will need to be submitted for approval.

Several RaceTrac representatives were present to answer questions: Aws Ahmed, P.E. with SEC, Inc. Matt Taylor, Vice President and P.E. with SEC, Inc., and David Rogers, Trident Real Estate

Brian Rettaliata made a motion to approve the preliminary site plan and preliminary design plans subject to final review by the Town's Engineer.

Caleb Johnson seconded the motion.

Brian Rettaliata called roll:

Shane Gordon	YES
Tim Mason	YES
Caleb Johnson	YES
Jeff Smith	YES
Brian Rettaliata	YES

The motion passed unanimously.

**3. Harvester, LLC – Derby Meadows Subdivision, Phase 2A Final Plat for 18 lots, off Hwy 49 W. and York Road**

Brian Halma presented staff comments and advised the Planning Commission that it has 60 days to approve or modify this submission or it's automatically approved.

Tim Mason made a motion to approve the plat subject to a performance & maintenance agreement and having a surety in place.

Shane Gordon seconded the motion.

Brian Rettaliata called roll:

Jeff Smith	YES
Caleb Johnson	YES
Brian Rettaliata	YES
Shane Gordon	YES
Tim Mason	YES

The motion passed unanimously.

**4. Amend Zoning Ordinance Article IV, Section 4-050, D. geophysical investigation requirements for underground fuel pumps and lines**

Noel Amell explained what geophysical investigations involve as well as the benefits.

Brian Rettaliata made a motion to approve and recommend adoption by the Board.  
Jeff Smith seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Shane Gordon	YES
Caleb Johnson	YES
Tim Mason	YES
Jeff Smith	YES

The motion passed unanimously.

**VIII. Old Business**

**1. Amend Subdivision Regulations, Resolution SR2025-013**

- **Chapter 5 – Pavement Design**
- **Chapter 9 – TV Inspection requirements for Sewers**

Noel Amell went over the amendments being made to Chapters 5 and 9.

Tim Mason made a motion to start the public comment period for Resolution SR2025-013.  
Caleb Johnson seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Shane Gordon	YES
Tim Mason	YES
Caleb Johnson	YES
Jeff Smith	YES

The motion passed unanimously.

**2. Amend Subdivision Regulations Section 4-110.2, add maximum lot width; depth ratio, Resolution SR2025-014**

Vicky Bumgardner stated this resolution has been out for public comment, but no comments have been received.

Brian Rettaliata made a motion to approve Resolution SR2025-014.  
Shane Gordon seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Shane Gordon	YES
Tim Mason	YES
Caleb Johnson	YES
Jeff Smith	YES

The motion passed unanimously.

**3. Amend Zoning Ordinance Section 8.070, I.1. (f) and Table 5-A to include primitive rural resorts in the Agricultural (A) district**

Tim Mason made motion to open for discussion.  
Mayor Smith seconded the motion.

Brian Halma shared a draft document to get feedback from members. He discussed adding changes to specify the rules for a commercial district versus an agricultural district for this type of use. The current draft states a minimum of 20 acres would be needed and 20 guest accommodations. For every additional 5 acres they could add 2 cabins/sites with an end total of 50 cabins/sites.

Members thought the minimal acres requirement could increase from 20 to 50 acres, 1 cabin/site per acre and still cluster them.

Members asked Brian to update the draft based on their feedback and bring it back in December.

**4. Amend farmhouse cluster language – Ordinance 2025-017**

At the Board of Mayor and Aldermen's October meeting, rather than voting to approve the ordinance, they voted to send the ordinance back to the Planning Commission for clarification of the language.

Members discussed lot size, number of lots, size of lots, and the difference between a subdivision and a farmhouse cluster. The discussion about whether or not driveways should be paved or not paved was revisited. Brian Halma agreed to revise the ordinance and bring it back in December.

**IX. Comments from Members**

Vicky Bumgardner handed out the 2026 meeting dates.

**X. Adjournment**

Tim Mason made a motion to adjourn the meeting.

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:



Chairman

12.15.25

Date