



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

**PLANNING COMMISSION  
REGULAR MEETING  
Monday, December 15, 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  
Justin Bahorik, Vice Chairman  
Tim Mason, Alderman  
Brian Rettaliata, Secretary  
Peggy Ruth

Members Absent:

Caleb Johnson  
Jeff Smith, Mayor

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 November 17, 2025**

Tim Mason motioned to approve the minutes from November 17, 2025.  
Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Peggy Ruth	ABSTAINED due to not being present for the meeting.
Brian Rettaliata	YES

The motion passed with 4 Yes votes, 1 Abstention.

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

**VII. New Business**

**1. Trey Sherrod - Final Plat application to create two building lots off Hwy 49 W, Map 111, Parcel 044.11, Zone Rural Residential (RA)**

Peggy Ruth shared concern about flooding and environmental concerns from lead shots in field from the Coopertown Men's Club's 30 years of the turkey shoot. Vicky Bumgardner shared Coopertown's regulations for an unstudied stream, such as nearby Caleb's Creek. The flood regulations do not prohibit the construction of a house in a flood area nor require the property owner to elevate. However, no structures are to be located within an area of at least twice the width of the stream, measured from the top of each stream bank.

Justin Bahorik motioned to approve with the conditions that the surveyor stamps the plat and the signature blocks are signed.

Tim Mason seconded the motion.

Brian Rettaliata called roll:

Brian Rettaliata	YES
Shane Gordon	YES
Justin Bahorik	YES
Tim Mason	YES
Peggy Ruth	ABSTAINED

The motion passed with 4 Yes votes, 1 Abstention.

**2. Daniel Williams with Premier Builders, Final Plat application for 8 homes in Wood Reserve subdivision located off Woods Road and Old Coopertown Rd, Map 111, Parcels 132.00 and 133.00 zoned Rural Residential (RA)**

Brian Halma presented staff comments. This is a Major Subdivision but all lots will have access from an existing street. Lots 2 & 3 will share driveways – this needs to be indicated on the plat; shared maintenance is required. Stormwater requirements are still being reviewed by the Town's engineer. The Planning Commission needs to decide if you want the developer to reserve area for a sidewalk off Old Coopertown Road, Lot 1. Steve Artz stated lots 5 and 6 will share a driveway as well. Those lots are very close to Cherokee Trail. He stated they've discussed the sidewalk ROW and it will be added because it won't affect the setbacks for the lot.

Tim Mason asked about the drainage issue along Woods Road. The drainage is a concern.

Brian Halma stated the stormwater review for the entire site still needs to be reviewed. Steve Artz said there's an existing culvert along Woods Road that the Town is looking to replace next year. The culvert along Woods Road will need to be upsized. All that needs to be coordinated with the Town.

Tim Mason made a motion to approve with the condition that the stormwater plans be approved. Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

### **3. Amend Subdivision Regulations Appendix B, 4, Street Construction, 4.8 Undercutting, 4.8.3 Backfill and 4.9.3 Soil Placement**

Ken Dombroski presented the new language emphasizing the importance of having a stable subgrade. These changes will extend the life of your streets.

Tim Mason made a motion to approve the language and put it out for a 30-day public review. Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

Ken stated that when he and Tessa went over drawings ST-1, ST-2, and Chapter 5, they realized that ST-8 has conflicts. A new drawing and table are needed to help contractors. He proposed putting ST-8 out for a 30-day public review.

Tim Mason made a motion to approve and put out for 30-day public review. Brian Rettaliata seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

## **VIII. Old Business**

### **1. Amend Subdivision Regulations Chapter 5 – Pavement Design and Chapter 9 – TV Inspection requirements for Sewers, Resolution SR2025-013**

Already out for 30-day review; no comments heard.

Justin Bahorik made a motion to approve.  
Tim Mason seconded the motion.

Brian Rettaliata called roll:

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

The motion passed unanimously.

**2. Amend Zoning Ordinance Section 8.07, I.1.(f) and Table 5-A to include primitive rural resorts in the Agricultural (A) District**

Members tabled agenda item due to other commission members not being present.

**3. Amend Farmhouse Cluster Language – Ordinance 2025-017**

Brian Halma shared other municipalities farmhouse language.

Members voiced concerns about someone building homes for non-family members, or someone saying they're family only to find out later they were not. Other concerns were voiced regarding road construction requirements - at what point do they pave, or not pave? Members agreed that shared driveways need to have a maintenance agreement. Current regulations allow up to three (3) homes if zoned Agricultural and exceed 15 acres. Members discussed the possibility of adding more houses to that particular section of the Zoning Ordinance.

Shane stated his original understanding was that this language would allow a family to build a house(s) on their property for their child(ren).

Tim Mason suggested we speak with the Town's Attorney to get his advice on defining 'family' and whether or not the Town can adopt language that excludes someone who doesn't meet the definition of 'family'. Members decided to table further discussion.

Tim Mason motioned to table further discussion.

Brian Rettaliata seconded the motion.

**IX. Comments from Members**

Ken Dombroski reminded members that Delve Underground will be catering a holiday luncheon on December 16<sup>th</sup> at 11:30 a.m. at Town Hall.

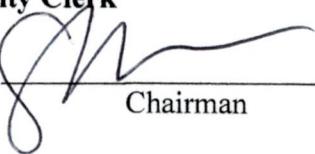
**X. Adjournment**

Brian Rettaliata made a motion to adjourn the meeting.  
All in favor signified by saying, "Aye".

The meeting adjourned at 7:15 p.m.

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

These minutes are respectfully submitted by:



Chairman

1-12-26

Date