

Minutes

Jefferson City Regional Planning Commission

October 27th, 2025

5:30 P.M.

Members' Present

Jeff Chitwood, Secretary

Kevin Bunch, Vice Mayor

Kyle Cutshaw

Scott McMinn

Spencer Gatlin, Chairman

Bill Newman

Others Present

Jeff Houston, Building Official

Will Kurtz, Codes Enforcement Officer

Mark Brown, The Standard Banner

Libby Moser, Historic Zoning Commission

Sheila Purkey, City Council

Ailene Combs, City Council

Minutes

Chairman Gatlin called the meeting to order at 5:30 P.M. Motion by Mr. McMinn, second by Mr. Cutshaw to approve September 22nd, 2025, Regional Planning Commission minutes. Approved unanimously.

Citizens Comments

None.

Old Business

None.

New Business

Scott Cantrell – 4 Lot Subdivide – Located off Highway 11-E

After a brief discussion the Plat was found to meet the requirements of the Subdivision Regulations and was approved unanimously on a motion by Mr. Bunch and a second by Mr. McMinn.

Scott Cantrell - 3 Lot Subdivide - Located off Lakewood Dr.

Primary discussion centered on the road frontage requirement of fifty feet. Lot 2 does not meet the road frontage requirement. There was also some concern with the shape of Lot 1 and a pole barn structure being built on the proposed property line. Mr. Lamb stated that a neighbor was interested in purchasing a portion of that proposed lot and they were just going to remove the proposed lot 1. The suggestion of a joint access easement allowing fifty feet of access be added between Tract A access and lot 2 to meet the road frontage requirements. Mr. Cantrell and Mr. Lamb were agreeable with this amendment. The item was suspended to allow for the amendments to the plat unanimously, on a motion by Mr. Bunch and a second from Mr. McMinn.

Tanner Drinnen - Performance Bond Submittal for Subdivision - Located off Black Oak Rd.

The bond estimates were approved by the Director of Public works. The bond was accepted unanimously on a motion by Mr. Newman and a second by Mr. Bunch.

Kenneth Wicker - Site Plan Approval for Additional Parking Spaces - Located off N. Highway 92 and Kildare Dr.

The site plan was found to meet all requirements for parking and would be paved. However, the current site plan shows the additional parking would be located on a separate parcel from the primary use for parking. Since parking lots are not an allowed use on an individual parcel in the P-1 zone, these lots will need to be combined to meet zoning requirements. The site plan was approved unanimously with the added contingency that the parcels be combined on a motion by Mr. McMinn and a second by Mr. Bunch.

Frank Leonard - Preliminary Site Plan Approval for 58 - Lot Subdivision - Located off Crooke Rd.

The discussion focused on the change in plan from the initial concept that was presented during the annexation process. Mr. Leonard stated, “the second ingress/ egress was removed due to lack of visibility based on the slope of the land making the plan a single cul-de-sac”. It was pointed out that the preliminary plan did not show any sidewalks, green space, streetlights, and the t-type turnaround driveways seemed small to allow for enough space for residents. Mr. Leonard stated, “the sidewalks could be added along with the streetlights”. Mr. Leonard also stated, “that lot 24 could be subdivided to allow for more usable greenspace for the residents”. Mr. Leonard was asked if he could also provide the standard length of the t-type turnarounds. Mr. Bunch made a motion to table the item so the changes could be made. It was seconded by Mr. Newman. The item was tabled unanimously to allow for the changes to be made and the standard for T-type driveways to be provided.

Brittany Youngblood - Site Plan Review/ Approval for an Express Oil - Located off Broadway Blvd.

After a brief discussion it was pointed out that the site plan was 4 parking spaces short of what is required. Ms. Youngblood pointed out that the spaces were removed due to the fact some customers would be parked inside the oil change bays which would reduce the number of parking spaces needed. The commissioners agreed with Ms. Youngblood and took that into account. The site plan was found to meet all zoning and site plan requirements and was approved unanimously on a motion by Mr. Bunch and a second by Mr. McMinn.

Other Items for Discussion

Adjourn

Having no further business, the meeting was adjourned at 6:43 P.M.