TOWN OF LOUISVILLE, TN
PLANNING COMMISSION
MINUTES

JULY 15, 2025
6:00 PM

Present: Mayor Jill Pugh, Rob Daugherty, Rick Fuller, Fran Hatley, Kent Vaught, Steven Kelley, Mary Wingo

Absent: None

Others Present: Barry Ottinger, Building Official, Hailey Russell- Administrative Assistant, Jordan Rockwell, Planner, Alderman Daniel Franklin, John Loope, & 18 citizens.

Steven Kelley called the meeting to order at 6:00pm.

Mayor Jill Pugh led the Invocation

Steven Kelley led the Pledge of Allegiance

Election of Officers

Prior to holding the election of officers, Mayor Pugh read from the Town of Louisville Zoning Ordinance sections 11-201 and 11-202 to provide insight on who can and cannot serve on the Planning Commission as well as serve as Chairman.
MOTION by Rob Daugherty to elect Kent Vaught as Chairman. Second by Rick Fuller. ABSTAIN: Fran Hatley and Kent Vaught. VOTE: UNANIMOUS. **MOTION PASSES.**
During the discussion for Vice-Chairman several members' names were stated to be considered as options. The members who were suggested for the position were; Rob Daugherty, Rick Fuller, Mary Wingo, and Steven Kelley.
MOTION by Kent Vaught to nominate Steven Kelley for Vice-Chairman. Second by Rob Daugherty. ABSTAIN: Steven Kelley. VOTE: UNANIMOUS. **MOTION PASSES.**
MOTION by Kent Vaught to nominate Steven Kelley for Secretary. Second by Rob Daugherty. ABSTAIN: Steven Kelley. VOTE: UNANIMOUS. **MOTION PASSES.**

At 6:20 p.m., Kent Vaught assumed the role of Chairman and began presiding over the meeting.

Approval of Minutes

MOTION by Mary Wingo to approve the minutes from the June 17, 2025 meeting as written. Second by Fran Hatley. ABSTAIN: Jill Pugh. VOTE: UNANIMOUS. **MOTION PASSES.**

Mayor's Report

Mayor Pugh spoke about continuation of South Blount Utilities replacement, repairs, and upgrades to waterlines within the town. She stated that the project is about 70% completed. She recognized the Recreation Advisory board for being awarded a $250,000 from the Local Parks and Recreation matching grant to add a pavilion, additional ADA parking, and improvements to a secondary entrance/exit to the playground.

Building Officials Report

Building & Codes Official, Barry Ottinger, made the following statement to the members of the Planning Commission:

It's been brought to the attention of everyone who approved the Cloud Properties PUD. The minutes are ambiguous and are not clearly defined leaving doubt and confusion. Moving forward from now on all commercial building permits will have a signature block or stamp for the chairman or secretary of this board to confirm what is being built conforms with what was presented to the board. This will put more than one name on the approval. Furthermore, decisions made by this board will need to be recorded clear and precise in the minutes. It should state the facts in clear language and the actions of the board. Each of you should review the minutes and ask questions or for clarification if you doubt or are confused about anything. You can suggest changes prior to approval by a motion or make additions to a motion with changes.

Ottinger then addressed the board concerning Business Items #2 "Consideration of a request to rezone the property located at 2622 Louisville Road." He stated this item needs to be struck from the agenda due to the not enough information being provided by the requestor. He stated that a rezoning of this nature can be complex and that on page 4 of the Louisville Zoning Ordinance has the procedure for rezoning a parcel of land. 11-110. Amendments 1. Application & 2. Notices to property owners. Secondly, the commission members need to determine what documentation is needed by this board for a proper recommendation to the BMA for approval. Mayor Pugh stated that this needs to be in compliance with the Town's land use plan.

Kent Vaught wanted to clarify what Ottinger had touched on. He asked for clarification on the signature from the planning commission chairman or secretary. Ottinger stated that this will be on all commercial developments that are passed by them so there is no question that it was or was not approved by the Planning Commission.

There was discussion between Chairman Vaught, Mayor Pugh, Jordan Rockwell, and Barry Otttinger on if this needed to be addressed at the next meeting due to it not being an agenda item. It was stated that it did not since it was under the Building Official Report. However, Mayor Pugh did state that there needed to be an ordinance at the next meeting to amend the zoning ordinance to require a signature on the site plan and building permit for all commercial developments that require the Planning Commission's approval. If this commission approves it then it will go to the BMA for approval.

Public Comments on the Agenda Items

Gregg Presnell started with item #3 on the other business items on the agenda and asked if the board could define real estate brokers. He also wanted clarification on if there was a requirement to have a home occupation. Ottinger stated that no you do not have to have a permit for a home occupation. He suggested that there should not be a permit required and that individuals who have a home occupation already have enough permits and fees that they are required. Next he spoke on item #4 and applauded the board by adding square footage and adding more definitions to that section. He stated that Blount County requires ¾ acres for residential lots in R1 with well water and was unsure how the Planning Commission could approve a site plan for less than that when Blount County would

not give a permit for it. He urged the board to consider that when looking at making changes to that section. Item # 5 He spoke on items he would not like to see in this change. Steven Kelley clarified that by putting those items in M1 they still would not be allowed to be built within the Town since we do not have zoning for M1 developments. This provides a safeguard for the Town and it will allow for them to deny any of those to be built outside of M1. He also would like to see Chemical Storage be defined a little more within the ordinance. For Item #6 he wanted better clarification on the changes that were proposed. Jordan Rockwell and Mayor Pugh explained the changes and helped provide more clarification.

Anna Gibson commented that she would like to see more information on what would be going into a parcel when it is part of a requested zoning change.

Business Items

1. **Consideration and approval of the parking lot development at 2948 Topside Rd, site of the Post Office.**

John Loope, owner of the property, spoke as the permit applicant. He provided documentation that the Postal Service had requested additional parking for employees. He also mentioned the town could lose this location as a Post Office in today's changing environment. He said it could be completely removed or relocated into a more densely populated area such as Alcoa. It was explained that he is asking the board for an exception on the paving (required by code) along with completion of a storm water study (also required by the code). Mayor Pugh provided documentation that countered some of John Loope's statements. Town Planner Jordan Rockwell stated that Federal/State law prohibits public entities from needing approval for some projects.
MOTION by Fran Hatley to grant an exception to the paving, marking of spaces and storm water study along with requiring a sign stating "Employee Parking Only". Second by Rick Fuller. VOTE: UNANIMOUS. **MOTION PASSES.**

2. **Consideration of a request to rezone the property located at 2622 Louisville Rd.**

MOTION by Steven Kelley to remove the item from the agenda due to the requester not providing sufficient evidence to consider the request. Second by Mary Wingo. VOTE: UNANIMOUS. MOTION **PASSES.**

3. **Revisiting the tabled item from the September 17, 2024, and October 15, 2024, meeting regarding proposed updates to Zoning Ordinance Section 11-414: Customary Home Occupations.**

Mayor Pugh made the motion that current regulations are adequate and provide ample protections to the residents. 2nd Mary Wingo, motion carried by unanimous consent.

4. **Discussion to recommend amending the Zoning Ordinance section 11-801: Area, Yard and Height Requirements to the BMA.**

After much discussion in which the Town Planner confirmed the minimum lot size for Louisville is 30,000sqft at this date and time if conflicts occur by law, the Stricter standard shall be applied. Fran

Hatley made the motion to recommend the changes to 11-801 as provided. 2nd Mary Wingo, motion carried by unanimous consent.

5. **Discussion to Recommend Amending Section 11-704: M1 Light Industrial District to the BMA.**

Steven Kelley made the motion to recommend the list of permitted uses allowed in M1 Light Industrial District to the BMA. 2nd Rob Daugherty, motion carried by unanimous consent.

6. **Discussion to Recommend Amending Section 11-408: Residential Planned Unit Development to the BMA.**

Building Official Barry Ottinger helped to explain what was provided by the board in supporting documents. Discussion was held about min lot size along with possible exceptions by the board. He also said a copy of the final draft would be provided to the board when ready or no later than prior to second reading by BMA. Rob Daugherty made the motion to recommend to the BMA changes to the 11-408 PUD requirements. 2nd by Fran Hatley, motion carried by unanimous consent.

Public Comments on Items Not on the Agenda

Anna Gibson discussed the process of how exceptions are issued by the board and was looking for more guidance on why someone receives one. She also said 5 year terms for board members seem excessive and recommended 3 year terms.

Bill Mattison does not believe some must commit to or even be required to say what something is for to rezone it.

Nathan Thomas mentioned the storage of hazardous materials could be problematic as equipment and fuels and petroleum products are stored for use by many of our current businesses. Building Officials said the International Building Code has guidelines to the amount of storage of hazardous materials.

Adjournment.

Steve Kelley made the motion to adjourn, 2nd by Rick Fuller, motion passed by unanimous consent.

Secretary, Planning Commission

Chairman, Planning Commission