

## MINUTES OF THE GREENEVILLE MUNICIPAL PLANNING COMMISSION

A regular meeting of the Greeneville Municipal Planning Commission was held on September 9th, 2025, at 9:30 a.m. in the G. Thomas Love Boardroom at the Greeneville Energy Authority building.

### Members Present:

Ben Brooks, Alternate Secretary  
Cal Doty, Mayor  
David Durante, Vice-Chairman  
Brittney Hall  
Ginny Kidwell  
Paige Mengel, Secretary  
Anita Ricker, Chairman

### Members Absent:

Matt Hensley  
Samuel A. "Trey" Ricker III

Staff members present: Justin Schooley, Planning Administrator; Andy Broyles, Director of Development Services; Cathy Osborne, Interim City Manager; David Weems, Fire Marshal; Paula Chandler, Clerk Recorder's Office

Ginny Kidwell called the meeting to order.

Ginny Kidwell presented a list of nominations and asked for any additional nominations for the annual election of the Greeneville Municipal Planning Commission Officers for the 2025-2026 planning year.

2025-2026 Commission Officers. Motions were made, seconded, and carried to elect Anita Ricker, Chairman; to elect David Durante, Vice-Chairman; to elect Paige Mengel, Secretary; and to elect Ben Brooks, Alternate Secretary; as officers of the Greeneville Municipal Planning Commission from September 2025 to August 2026.

Mayor Doty thanked the outgoing officers for their service to the Greeneville Municipal Planning Commission.

Anita Ricker, Chairman of the commission presided going forward.

Motion made, seconded, and carried to approve the meeting agenda.

Motion made, seconded, and carried to approve minutes of special called meeting of August 21<sup>st</sup>, 2025, as written.

Recognition of persons wishing to make public comment or ask questions on any agenda item: Chairman Ricker announced individuals wishing to make public comment or ask questions on any item on the meeting agenda to sign the sheet at the entrance door at this time. NONE

New member Brittney Hall was recognized.

### Staff Report:

Justin Schooley, Planning Administrator, gave updates on various projects in the town.

Mr. Schooley reported that staff met yesterday with JMT Engineers concerning downtown sidewalks and town standards.

Mr. Schooley gave a synopsis of the Greeneville Municipal Planning year 2024-2025; a detailed report will be presented at next meeting.

### FY 24/25:

Final approval – subdivisions - 25  
Plot/Site Plan approvals – 12  
Rezoning – 3  
Road Adoption – 1 (Deborah's Way – Red Tail Landing)  
Variances BZA - 1

Mr. Schooley presented a “concept plan” for a frontage road on the eastern end of U. S. Highway 11-E, South Rufe Taylor Road to the Serral Drive signaled intersection. The purpose of the frontage road will be to provide safer access to businesses along that area. The frontage road will consolidate access points to the 11-E Highway and will be located in the TDOT owned excess right-of-way. Steve Ellis, former contracted engineer for the town designed the plan. Staff presented the concept plan to TDOT earlier this year who was receptive. If the town receives TDOT approval, staff will pursue cost estimates, further engineering, and additional discussions with adjacent property owners. The “concept plan” is still in preliminary stages and has not been granted approval by the town’s city council.

3400 East Andrew Johnson Highway, preliminary approval of site plan for the development of an Express Oil Change. Motion was made, seconded, and carried to grant preliminary approval of a site plan for the development of an Express Oil Change. The use of the development will be for automotive services. The property is zoned B-4 (Arterial) Business which allows for “Auto repair garages and similar operations” (Sec. 711.13 of Zoning Ordinance). The location of the proposed development is a vacant lot located at 3400 East Andrew Johnson Highway (Greene County Tax Map 088, Parcel 097.11). Its adjoining properties include the Fast Pace Health Urgent Care and Ultimate Shine Car Wash.

**Site Plan Summary:**

- Proposed 5,875 Sq. Ft. building.
- Parking lot with 22 spaces, including 1 ADA-compliant handicap space.
- Driveway access proposed to come directly off East Andrew Johnson Highway.
- Landscaping plans proposed to meet Gateway Overlay District landscaping requirements.

**Staff Recommendation:** Staff recommended **Preliminary Site Plan Approval**, which will vest the developer with the right to proceed with detailed design and permitting consistent with the approved preliminary layout and applicable zoning regulations. However, **Preliminary Approval does not constitute Final Site Plan Approval**, and the following items must be addressed prior to final approval:

- Submission of drainage calculations
- Site revisions as identified during staff review
- Payment of site plan, drainage calculations, and grading permits
- Permit approvals from **TDOT** and **TDEC**

Planning Staff are also working with the developer to explore a **shared entrance** with adjoining property owners to provide safer access and traffic movement on E. A.J. Hwy.

The developer stated that the property owner would not be opposed to a frontage road concept.

Chairman Anita Ricker thanked Ginny Kidwell for her time as Chairman.

There being no further business, the meeting adjourned.

Submitted:

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Anita Ricker, Chairman

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Paige Mengel, Secretary

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