



**Regional Planning Commission Meeting Agenda  
January 9, 2025 @ 6:00 PM  
Alan King Justice Complex – Court Room**

- I. Call to Order / Determination of a Quorum
- II. Approval of the Minutes
- III. Public Comment – Anyone wishing to address the commission may do so at this time. Speakers must sign in, come forward when called, state their name, and address, and limit their address to 2 minutes.
- IV. Old Business
  - A. Resolution covering November’s Text amendment
  - B. Any other properly presented Old Business
- V. New Business
  - A. Review and Consideration
    1. New Format for Staff Report
    2. Possible Zoning Resolution Text amendments
      - a. Discussion regarding Solar Farms
      - b. Discussion regarding Landscaping requirements
  - B. Any other properly presented New Business.
- VI. Building Official’s Report
  - A. Slum Clearance, Administrative Reviews, Building Permits
- VII. Other Business
- VIII. Adjournment



## MEMORANDUM

**TO:** The Haywood Regional Planning Commission  
**FROM:** Thomas H. Skehan, AICP – Staff Planner  
**DATE:** November 7, 2024  
**SUBJECT:** STAFF MEMO FOR OCTOBER 10, 2024, MEETING

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Tonight’s meeting will include the following:

### OLD BUSINESS

The following is a formalized resolution reflecting the commission’s discussion at their November 2024 meeting.

### A RESOLUTION TO AMEND VARIOUS SECTIONS OF THE TEXT OF THE HAYWOOD COUNTY ZONING RESOLUTION

WHEREAS pursuant to Tennessee Code Annotated, Sections 13-7-101 and 13-7-102, a Zoning Resolution and Map have been adopted by the Haywood County Commission; and,

WHEREAS the Haywood County Planning Commission on November 14, 2024, recommended that the following amendments be made in the text of the adopted Zoning Resolution; and,

WHEREAS pursuant to Tennessee Code Annotated Section 13-3-403c a public hearing notice was published in the Brownsville States Graphic 15 days prior to the meeting and,

WHEREAS pursuant to Tennessee Code Annotated Section 13-7-104, the Haywood County Commission held a public hearing on February x, 2025 at 5:30 PM in the Circuit Courtroom at the Haywood County Justice Complex on said amendment.

**NOW, THEREFORE, BE IT RESOLVED** by the Haywood County Commission:

**SECTION 1.** In order to clarify the term “at”, amend Chapter VIII Section 8.02 by deleting “~~at the intersection~~” and substituting “measuring from the centerline of said intersection extending no more than ¼ mile of said intersection”.

**SECTION 2.** Because of redundancy in Chapter XIX, Section 9.14 is deleted in its entirety.

**SECTION 3.** Based on improved firefighting capabilities, amend the Appendix Note for each District by substituting “The maximum allowed height for all buildings is thirty-five (35) feet or three (3) stories whichever is less” with “The maximum allowed height for all buildings is fifty (50) feet.”

**SECTION 4.** Move all definitions in Chapter V (CAFO), Chapter IX and Chapter XIII into Chapter 2 (Definitions) for simplicity.

**SECTION 5.** Change both references to The Tennessee Department of Economic and Community Development, Local Planning Assistance Office to The Tennessee Department of Military for accuracy.

**Section 6.** In order to reduce negative possible uses, delete references to Not Else Coded in the following Chapters/Sections:

Chapter X Section 10.01 A 8 f., Section 10.01 B 2 f, Section 10.01 B 3 g,  
Section 10.01 B 5 i, Section 10.01 B 8 h, Section 10.01 E 8, Section 10.01 F 2.

Chapter X Section 10.02 D.

Chapter XI Section 11.01 A 7 f, Section 11.01 A 7 f, Section 11.01 H 8 h 5,  
Section 11.01 P.

Chapter XII Section 12.01 F 15, Section 11.01 K 4

**Section 7** Based on recent interpretation issues regarding Mail and Sign Notices, Chapter III Sections 3.08.6D and 3.08. 6 F are to be amended.

Chapter 3 Section 3.08 6 D currently reads, “The Applicant shall provide a copy of the notice, and a copy of those property owners contacted to the County.” The proposed change would read “The Applicant shall provide to the County, a copy of the letter notifying adjacent property owners, showing the property owners and verification receipts of certified mail signed by the property owners.”

Chapter 3 Section 3.08.6 F (2) notes that “Each sign shall be two (2) feet by three (3) feet in size made of waterproof corrugated plastic.” The proposed change would read “Each sign (Illustration 3.08.10-1) shall measure no less than (2) feet by three (3) feet and be made of waterproof corrugated plastic. The sign can be constructed vertically or horizontally.

Additionally, the contents of the illustration will be amended by changing the phone number from (731) 772-1432 to (731) 772-0432.

Section 8. **BE IT FURTHER RESOLVED** that this Resolution shall become effective 30 days after adoption, the public health, safety, and welfare requiring it.

Approved and adopted by the Haywood County Commission on \_\_\_\_\_, 2025.

\_\_\_\_\_  
David Livingston, County Mayor

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Sonya Castellaw, County Clerk

\_\_\_\_\_  
Date

## NEW BUSINESS

New staff report format – The following is an outline of the format I plan to follow when reviewing plats, site plans and rezoning requests.

Background – This section gives the specifics (address, tax map and parcel number, etc.) of the application and the intent (if known).

Analysis – New to this outline is specific reference to our Major Road Plan, Haywood Next and our Growth Policies.

*Current / Proposed Zoning – Current zoning, allowed uses*

*Surrounding Land Uses & Zoning – Compatibility with types of land uses and nearby zoning districts*

*National Flood Insurance Program – Lot or Structure affected by identified flood hazard area*

*Major Road Plan – Type of road property is located*

*Haywood Next – Future Land Use (FLU) Plan – Designation of area per FLU Plan, intent of district and type of uses allowed*

*Growth Policies - Type of development allowed given location of application*

Recommendation – Staff’s recommendation on action. Regardless of the

recommendation, please be sure that your motion is defensible. To do this, always state the reason (Finding of Fact(s)) to your motion.

Solar Farm Regulations – The BZA has recently granted a Conditional Use permit to a very large solar farm application. The staff planner wants to afford the Planning Commission the opportunity to weigh in on the current conditions for granting Solar Farms a Conditional Use permit and the need for the removal or additional safeguards for future solar farm applications.

Landscaping Regulations – Along with County Attorney Ms. Levy, Ms. Sellari and Mr. Battle have explored the idea of adding regulations governing the preservation and replacement trees under the auspices of subdivision plats and site plans.

In essence, their discussion has focused on:

1. To preserve, protect, and enhance valuable natural resources and to protect the health, safety, and welfare of residents of Haywood County.
2. To establish standards limiting the removal of and ensuring the replacement of trees sufficiently to safeguard the ecological and aesthetic environment of the County.
3. To prevent the unnecessary clearing and disturbing of land to preserve the natural and existing growth of vegetation and to replace (if required) removed trees with species, cultivars, and varieties that are non-invasive or noxious according to the following four agencies' latest list:
  - a. USDA National Invasive Species List - <https://www.invasivespeciesinfo.gov/subject/lists>
  - b. The Tennessee Department of Agriculture - <https://www.tn.gov/protecttnforests/invasive-plants.html>
  - c. The Tennessee Invasive Plant Council - <https://www.tnipc.org/invasive-plants/>
  - d. The University of Tennessee Institute of Agriculture - <https://utarboretum.tennessee.edu/invasive-shrubs-vines-and-trees/>
4. To guide the conservation, protection, maintenance, and establishment of trees to maximize the tree canopy coverage across the County and to preserve trees and community forest health.
5. To establish provisions consistent with forestry policy and practice promulgated by the State Division of Forestry in recognition that trees are a part of our heritage and our future, and that they are an essential part of the quality of life within the county.
6. To maximize the benefits of trees and vegetation, including a reduction of heat island effects, more sustainable management of stormwater, and filtration of particulate matter from the air, restoring oxygen to the atmosphere and reducing air pollution.

The staff planner asks the commission to discuss this topic and give advice and direction for possible text amendments to Haywood County's Subdivision Regulations and Zoning Resolution.

If you ever have questions or concerns, please contact me. As a reminder, the following are training links should you wish to explore additional training opportunities.

APA Sponsored webinars – These are free. Upcoming programs do require you to register in order to receive the webinar credentials. Website has upcoming and past webcasts.

[https://ohioplanning.org/aws/APAOH/pt/sp/webcast\\_home\\_page](https://ohioplanning.org/aws/APAOH/pt/sp/webcast_home_page)

TAPA Recorded Training Sessions – Free. No registration required.

<https://tennessee.planning.org/knowledge-center/videos/>

Tennessee Association of Floodplain Managers – Free. No registration required.

<https://www.youtube.com/channel/UC9Z8ViDiKct95d53L40ly6Q>

