



**Carter County Planning Commission Meeting Minutes  
February 22, 2022**

**Members Present**

Steve Burrough  
Kelly Collins  
Sonja Culler  
Bobbie Dietz  
Ginger Holdren  
Amy Murray  
Jerry Smith

**Members Absent**

Dr. Robert Acuff

**Office Staff in Attendance**

Chris Schuettler, Director  
Kristin Powell, Compliance Coordinator, Floodplain Technician, Stormwater Coordinator  
Tony Gouge, Chief Building Official  
Cindy Wolford, Administrative Assistant

1. **Roll Call.** Quorum met. Director Chris Schuettler presided over today's meeting.
2. **Adoption of the Agenda.** Director Schuettler stated that item #5, **David Mills, Mills Family Farms, Rezone from Agriculture to Residential**, will be deleted from today's agenda. We will add it to our March 22, 2022 agenda. Dr. Mills did not fill out the paperwork for his rezone request. Motion to approve by Sonja Culler. Second by Kelly Collins. Motion passed unanimously.
3. **Approval of January 25, 2022 Meeting Minutes.** Motion to approve by Bobbie Dietz. Second by Sonja Culler. Motion passed unanimously.
4. **Shalom Drive Right of Way.** Director Schuettler presented a plat for this property. The current owners spoke to Road Superintendent, Roger Colbaugh and asked if the highway department would adopt the right of way. Changes were made to the plat, and a final copy was presented to and adopted by Mr. Colbaugh. Commissioners Sonja Culler, Kelly Collins, and Ginger Holdren, who serve on the Highway Committee, stated they have never seen the plat presented by Director Schuettler. Director Schuettler explained that he had been

working on this for almost three months. He made edits to the 50-foot cul-de-sac turn around and Mr. Colbaugh okayed the final plat. Motion to approve and send back to the Highway Committee by Sonja Culler. Second by Ginger Holdren. Motion passed unanimously.

5. **David Mills, Mills Family Farms, Rezone from Agriculture to Residential.** Director Schuettler stated that Dr. Mills did not fill out his rezoning paperwork. We will add this to our March 22, 2022 agenda.
6. **Dwayne DeYoung, Heaton Creek, adding eight sites to an existing Campground.** Director Schuettler presented a drawing of this existing campground. Their soils were approved, and they meet the criteria. Motion to approve by Sonja Culler. Second by Bobbie Dietz. Motion passed unanimously.
7. **Family Campground, Carver Crabtree Rd, adding two spaces.** Director Schuettler presented a drawing of this family owned and used campground. Motion to approve by Ginger Holdren. Second by Amy Murray. Motion passed unanimously.
8. **Jack Hampton Report.** Tony Gouge presented the report for fiscal year 2021/2022 where \$109,262.00 has been deposited into the general fund. The following month was reported: January 2022 total \$14,523.00. This has a fiscal year running total of \$131,152.00.
9. **Codes Enforcement Report.** Kristin Powell presented the report for December 2021 and January 2022 which included Litter, 48 hour and Stormwater violations. Sandra Colbaugh Street, Highway 19E has a court date in March 2022. There are three property violations which may end up being turned over to Attorney Hardin. Motion to approve by Amy Murray. Second by Steve Burrough. Motion passed unanimously.

10. **Director's Report and Budget.**

Director Schuettler's Report:

- a. The old building is almost cleaned out.
- b. We are reviewing outdoor entertainment, wedding venue, and tiny home resolutions.
- c. I spoke to the GIS Department at East Tennessee State University, and they have someone who is interested in working as our GIS Mapper two days a week.

Planning Budget:

- a. We need to add the sale of two jeeps.
- b. Reduced office equipment, other salaries and wages, postage, and travel.
- c. We added \$19,952 for Dude Solutions.
- d. Our pensions/insurance, part-time personnel, and pest control increased.
- e. The janitor vacuums, mops and cleans our bathrooms once a week. I'm requesting an increase for data processing personnel so our secretary can maintain cleaning all other times during the week.
- f. Tony Gouge's pay will increase after he passes the electrical inspection test.
- g. Our 2022/2023 proposed budget for Flood Control is \$1,950.
- h. Our 2022/2023 proposed budget for Planning and Zoning is \$396,135.19.

Motion to approve by Sonja Culler. Second by Bobbie Dietz. Motion passed unanimously.

11. **Adjournment.** Motion to adjourn by Sonja Culler. Second by Bobbie Dietz. Motion passed unanimously. Meeting adjourned.