



ADAMSVILLE MUNICIPAL PLANNING COMMISSION
Adamsville Municipal Complex
May 5, 2026, 5:30 PM

AGENDA

- I. Call to Order / Establishment of a Quorum
- II. Approval of the Agenda
- III. Reading and Approval of the Minutes
- IV. 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.
- V. Old Business
 - A. Any properly presented Old Business
- VI. New Business
 - A. Concept Site Plan – 125 S. Palmer Street
 - B. Any properly presented New Business
- VII. Bond Report – Nothing to report at this time.
- VIII. Other Business
 - A. Any properly presented Other Business
- IX. Adjournment



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MEMORANDUM

TO: Adamsville Municipal Planning Commission
FROM: Thomas Skehan
DATE: April 28, 2026
SUBJECT: Adamsville Municipal Planning Commission – May 5, 2026

NEW BUSINESS

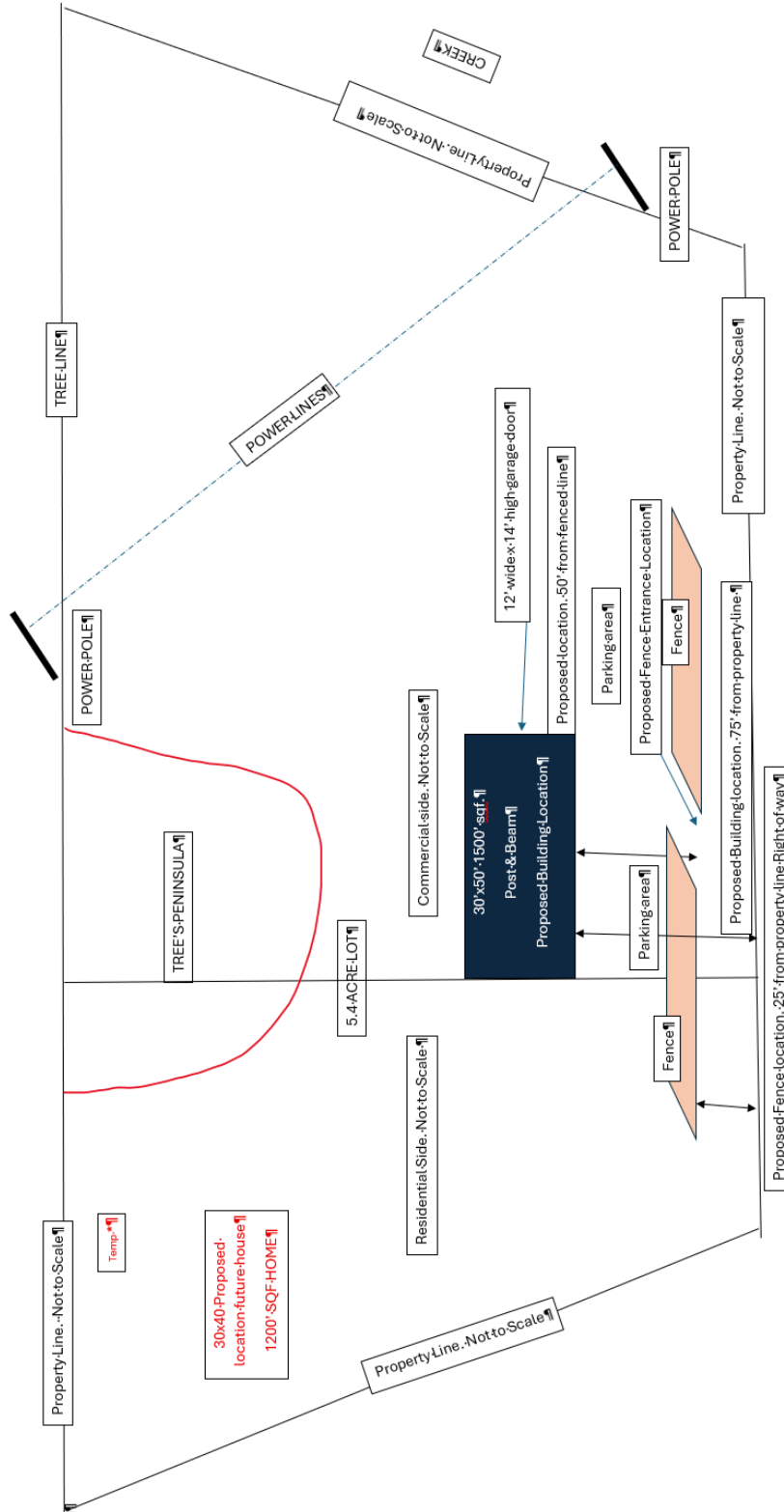
Site Plan Design – 125 South Palmer Street

Background – Cliffhanger Holdings & Investments LLC submitted a concept plan for 30' X 50' (1,500 sq. ft.) post and beam commercial building at 125 South Palmer Street. The lot (Tax Map 055J Group A Parcel 008.04) is Zoned both B-1 (General Business) and R-1 (Low Density Residential). It appears that the northern 350' of the lot running parallel to E. Main Street constitutes the B-1 area and the remaining southern section is zoned R-1. Pages 2 – 5 illustrate the submitted site plan (reorientated to north/south), property assessor's depiction, snapshots from FEMA's Map Service Center's website focusing on the subject property and a snapshot from Adamsville's Zoning Map (B-1 = Orange and R-1 = light green). Most importantly, this lot is encumbered by both an AE Flood zone area and Floodway.

Analysis – The following analysis is based on the staff planner's understanding that the property has not been further subdivided and that the property is to be used for commercial purposes, and that the submitted materials are conceptual.

Flood – The main concern the staff planner has with this submission is that the drawing does not depict the flood boundaries (AE Zone and Floodway). This information is critical to review the plan since Adamsville's compliance with the National Flood Insurance Program (NFIP) is paramount. Failure to comply with NFIP regulations.

Site Plan (reorientated north to south)



Property Assessor's Website

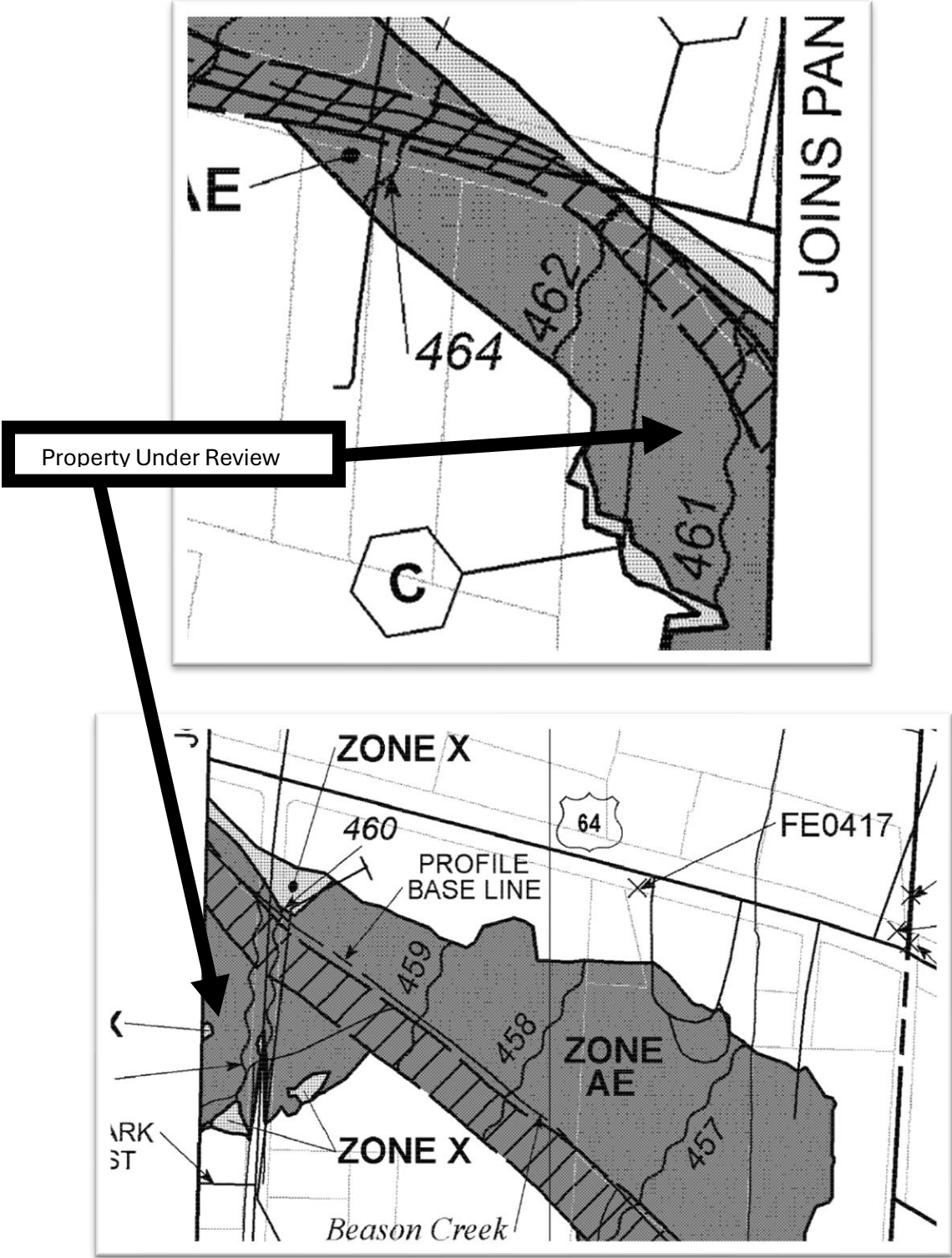


Flood (Zone AE)
Flood with base
flood elevations

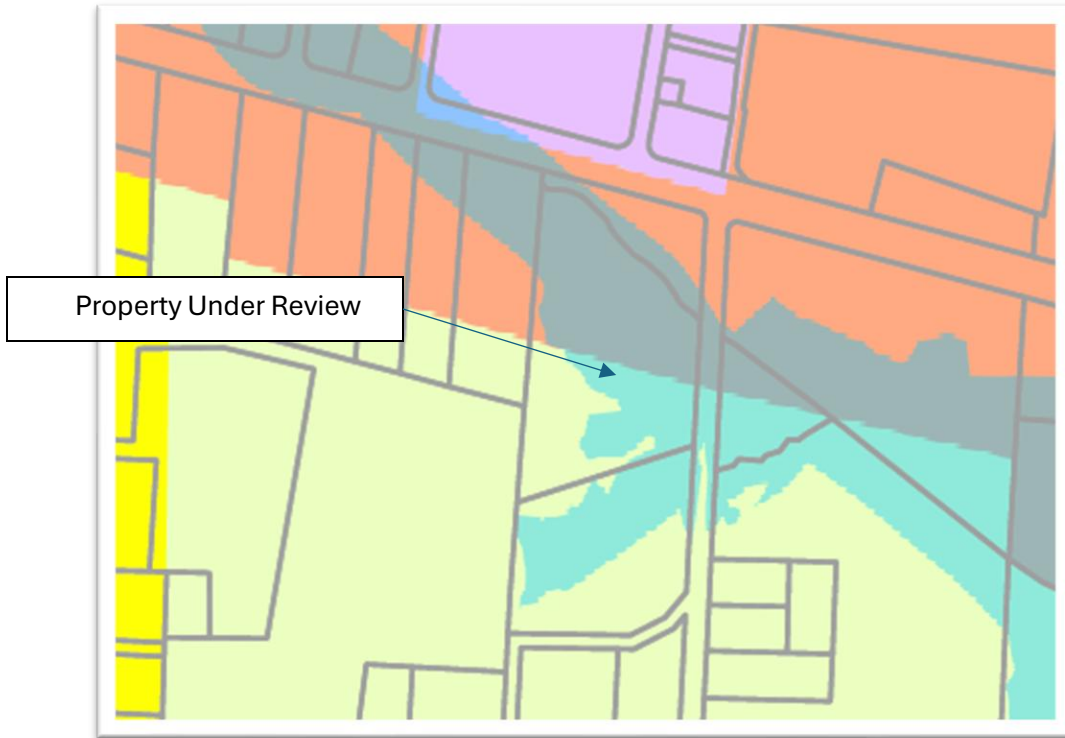
Property Under Review

Floodway

FEMA Map Service Center Images taken from Adamsville's FIRM panels illustrating Flood X (light grey) Zones, AE Zone (dark grey), Base Flood Elevations (464, 462 etc.), Floodway (hatched area) and Flood Insurance Study document references (hexagon with "C").



Zoning Map



Showing this flood information along with accompanying flood elevation data will determine all preconstruction grade elevations.

It is strongly recommended that the developer secure an Elevation Certificate on this property before doing any site preparation work since NFIP regulations in Adamsville’s Zoning Ordinance dictate procedures for any development in a flood zone. Furthermore, development in a Floodway, without securing a No Rise Certificate is prohibited.

The intent of the NFIP is public safety. Not only safety for the occupants of the development but also the safety of those downstream affected by non-compliant development.

Chapter VIII (Provisions Governing Flood Hazard (F-H) Districts, Article IV (Administration) Section A (General Standards) states

“In all flood prone areas, the following provisions are required:

1. New construction and substantial improvements to existing buildings shall be anchored to prevent flotation, collapse, or lateral movement of the structure;
2. Manufactured homes shall be elevated and anchored to prevent flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of

- over-the-top or frame ties to ground anchors. This standard shall be in addition to and consistent with applicable state requirements for resisting wind forces;
3. New construction and substantial improvements to existing buildings shall be constructed with materials and utility equipment resistant to flood damage;
 4. New construction or substantial improvements to existing buildings shall be constructed by methods and practices that minimize flood damage;
 5. All electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;
 6. New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
 7. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters;
 8. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding;
 9. Any alteration, repair, reconstruction, or improvements to a building that is in compliance with the provisions of this Ordinance, shall meet the requirements of "new construction" as contained in this Ordinance; and,
 10. Any alteration, repair, reconstruction, or improvements to a building that is not in compliance with the provision of this Ordinance, shall be undertaken only if said non-conformity is not further extended or replaced."

Chapter VIII (Provisions Governing Flood Hazard (F-H) Districts, Article IV (Administration) Section B Permit Procedures states

“Application for a development permit shall be made to the Administrator on forms furnished by the community prior to any development activities. The development permit may include but is not limited to the following: plans in duplicate drawn to scale and showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, earthen fill placement, storage of materials or equipment, and drainage facilities. Specifically, the following information is required:

1. Application stage
 - a. Elevation in relation to mean sea level of the proposed lowest floor, including basement, of all buildings where BFE's are available, or to the highest adjacent grade when applicable under this Ordinance.
 - b. Elevation in relation to mean sea level to which any non-residential building will be flood-proofed where BFE's are available, or to the highest adjacent grade when applicable under this Ordinance.
 - c. Design certificate from a registered professional engineer or architect that the proposed non-residential flood-proofed building will meet the flood-proofing criteria in Article IV. Section B.

- d. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development.”

At minimum this development (building, accessory structures and all mechanical elements) is required to meet the requirements stated above.

Site Plan

In addition to the discussion below, the staff planner has questions regarding the submitted plan. For example, are the power lines shown on the property for local service only? If so, will they need to be relocated?

Is the line that bifurcates the parcel an intended property line? If so, a subdivision plat is in order. This would also trigger a setback violation of the proposed building since it sits directly on the property line.

The site plan gives the impression that a 1,200 square foot residence and accessory structure will be built. If not, please remove from the site plan.

Chapter VI, 11-601 D, narrates the requirements for approving development in a B-1 District.

These requirements include submitting a scaled drawing of “not less than 100 feet to 1 inch” and,

- a. A drawing to scale showing property lines and dimensions; the gross land area of the site; existing and proposed utilities; easements, streets, and roadway; rail right-of-way and public rights-of-way crossing and adjacent not the subject property.
- b. Location, size, and arrangement of proposed buildings and existing buildings which will remain, including height in stories and in feet, gross floor area in square feet for individual buildings and the total for all buildings.
- c. The proposed use of the land and the buildings.
- d. The location, the dimensions, and the number of all vehicular and all pedestrian circulation elements, including driveway, entrances, driving aisles, sidewalks, and parking spaces.
- e. Any proposed re-grading of the site and any significant natural, topographical, or physical features of this site, including at the least, water courses and trees.
- f. Existing and proposed surface and subsurface drainage facilities.
- g. The location, the size and the arrangement of all outdoor signs and outdoor lighting.
- h. Landscaping and the location and the height of fences or screening plants and the type or kind of building materials or planning to be used for fencing or screening.
- i. When required by law or if required by the Planning Commission a drainage analysis, a soils analysis, and a geologic analysis shall be prepared by a licensed qualified professional in the field and submitted to the Planning Commission prior to reviewing the site.

The submitted site plan does not meet any of these criteria.

Zoning Regulations

The B-1 (General Business) District has permitted uses, uses allowed on appeal and prohibited uses. The staff planner received no information on what the intended use will be. The use must be confirmed as a permitted use and thereby eliminating the possibility that the application needs to go before the Board of Zoning Appeals. Worst case scenario is prohibited complicating issuance of a Certificate of Occupancy. Minimum Lot Size, Minimum Lot Widths and Setbacks are all governed by the Use. The number of parking spaces is also controlled by the use.

Parking – The number of parking spaces cannot be determined since the use is unknown. In addition, the configuration, the total number and the number and location of ADA parking spaces are not illustrated.

Utilities – The location of Electric, Water, Sewer and Gas (?) lines are not illustrated. Also, existing utilities bordering the property are not drawn.

Action – The staff planner cannot give a recommendation on the submitted plan since too many questions abound, and it does not comply with Flood or Zoning requirements.

The staff planner does commend the developer for providing the city and Planning Commission with a concept plan to begin a robust conversation ensuring success in bringing this plan to floriation.

If you ever have questions or concerns, please contact me.

Finally, the following are training links should you wish to explore additional training opportunities. All are free to view.

Ohio APA Sponsored webinars – Upcoming programs do require you to register to receive the webinar credentials. Ohio APA Website has upcoming and past webcasts.

https://ohioplanning.org/aws/APAOH/pt/sp/webcast_home_page

Tennessee APA Recorded Training Sessions – Free. No registration required.

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

Other Training Options.

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

<https://www.youtube.com/channel/UC9Z8ViDiKCt95d53L401y6Q>

BZA TRAINING – Some questions from audience are hard to hear

<https://www.youtube.com/watch?v=tuyx6JRjy6k&t=427s>

Knoxville BZA gavel to gavel tape

<https://www.youtube.com/watch?v=t8RtcVSJVPw>

