

**OFFICIAL MINUTES**  
**McKENZIE MUNICIPAL REGIONAL PLANNING COMMISSION**  
**28 AUGUST 2014 MEETING**  
**McKENZIE MUNICIPAL COMPLEX @ 4:30 PM**

**I. Call to Order:**

Chairperson Dean Robb called the 28 August 2014 meeting to order at 4:34 P.M.

**II. Roll Call / Establishment of a Quorum:**

MMRPC: Dean Robb (Chair), Jill Holland (Mayor), Garlon Prewitt (Secretary), Ken Mitchum, Keith Priestley (Vice-Chair), Jessie Townes (Council Liaison), Bobby Young.

**Quorum present.**

Planning Staff Present: Shelton I. Merrell, Regional Planner, SW TN Development District

Other: David M. Kelly (Codes Officer Consultant),

Jennifer Waldrup (Economic Development Coordinator)

Absent: Garlon Prewitt, Ken Mitchum, Keith Priestley.

Media: None

**III. Approval of Agenda for 28 August 2014:** Reviewed

Motion by: Jill Holland Second by: Jessie Townes **Passed: 4-0** (3 absent)

**IV. Reading and Approval of the 24 July 2014 Minutes:** Reviewed

Motion by: Jessie Townes Second by: Jill Holland **Passed: 4-0** (3 absent)

**V. Reports:**

A. Bobby Young, newly appointed planning commissioner, Oath of Office administered by Mayor Holland.

B. Mayor's Report:

Ted Townsend, Chief of Staff for the Tennessee Department of Economic and Community Development was the guest speaker at the McKenzie Industrial Leadership Breakfast. He highlighted resources, support and cooperation available from the State of Tennessee to help local communities be successful in recruiting and retaining the businesses and industries for promoting and securing a healthy local and state economy.

MainStreet Progress:

The McKenzie MainStreet Application being prepared by Garlon Prewitt & others is nearly complete and should be ready before the next application deadline.

C. Economic Development Report by Jennifer Waldrup:

Notification of a \$25,000 grant from the current round has just been received. The split, 70/30, 60/40 or other has not been determined, but the process will be similar to previous grants. Future grant rounds will be rotated so all participating communities that apply will get grant monies. The grant rotation will restart after everyone eligible has been selected.

D. Codes Officer Consultant Report:

Boyd's (former Rural King location) has received a permit for interior renovations to prepare for their future opening.

Magnolia Manor (Ken Miller, Jr.) is very close to hiring an approved general contractor to address the "punchlist" items.

Family Dollar worksite has seen little progress since the structural steel was delivered. City of McKenzie capped the exposed rebar ends that were a safety concern. Merger & Acquisitions (M&A) publicity and financial activity has likely affected job site progress. (Family Dollar / Dollar Tree / Dollar General)

**VI. Old Business:**

- A. Review of the McKenzie Municipal Regional Planning Commission Annual Report and Planning Program Design was presented by Shelton I. Merrell, Regional Planner, SW TN Development District. The report covered the fiscal/planning year from 1 July 2013 thru 30 June 2014. Details covered were number of meeting (regular, called, agenda), commissioner attendance & certified training hours, zoning ordinances/maps prepared, etc. Planning program design was presented and training and goals suggestions solicited for the coming 2014-2015 year. Brief discussion followed.

Motion to accept and approve the 2013-2014 Annual Report and Planning Program Design.

Motion by: Bobby Young Second by: Jessie Townes **Passed: 4-0** (3 absent)

**VII. New Business: NONE**

**VIII. Other Business:**

- A. New Commissioner Education & Training:

Jennifer Waldrup will contact former Commissioner Lisa Norris for Planning Commissioner Handbook and any other commissioner education & training materials/information she may in her possession for transfer to new commissioner Bobby Young.

- B. Meeting Dates:

Agenda Meeting: Thursday, 11 September 2014 at 2:30 P.M.

Regular Meeting: Thursday, 25 September 2014 at 4:30 P.M.

- IX. Adjournment:** The 28 August 2014 McKenzie Municipal-Regional Planning Commission meeting adjourned at 4:54 P.M.

Motion by: : Jill Holland Second by: Jessie Townes **Passed: 4-0** (3 absent)

**NOTE:** Commissioner training subject was presented after adjournment by Shelton I. Merrell, Regional Planner, SW TN Development District.

“Board of Zoning Appeals: History, Authority, Powers, Duties, Responsibilities”