



MEMORANDUM

TO: Algood Board of Zoning Appeals (BZA) Members

FROM: Tommy Lee, Staff Planner

DATE: October 14, 2025

SUBJECT: October 23, 2025 BZA Meeting

The Algood Board of Zoning Appeals (BZA) will hold a special meeting on Thursday October 23, 2025 at 5:15 PM in the Algood City Hall. The agenda for the BZA meeting is as follows:

1. Call to order.
2. Approval of August 28, 2025 minutes.
3. Close meeting for public hearing to consider the following:

Request for a ten (10) foot front setback variance to establish a residential structure in the R-1 (Low Density Residential) District for the property located at 125 Joy Lane (Cathey request)

4. Re-Open BZA meeting.
5. Consideration of request for a ten (10) foot front setback variance to establish a residential structure in the R-1 (Low Density Residential) District for the property located at 125 Joy Lane (Cathey request)
6. Adjourn.

Chairperson Shawna Whitefield___ Vice-Chairman Bill Bilbrey___ Secretary Bill Benson___ Patt Judd___ Loyd Norris___

City Administrator Keith Morrison___ Building Inspector Bob Lane_____

Others: _____

Cathey Variance Request

Jason Cathey submitted a request for a ten (10) foot front setback variance to establish a residential structure in the R-1 (Low Density Residential) District for the property located at 125 Joy Lane. Article V, Section 1, Subsection C, 3, a, of the Algood Zoning Ordinance requires a thirty-five (35) feet side setback for structures in the R-1 district. Included for review is the variance application.

**REPORT OF MEETING
ALGOOD BOARD OF ZONING APPEALS
AUGUST 28, 2025**

MEMBERS PRESENT

Shawna Whitefield
Patt Judd
Bill Benson
Loyd Norris

MEMBERS ABSENT

Bill Bilbrey

STAFF PRESENT

Tommy Lee, UCDD

OTHERS PRESENT

Keith Morrison, City Administrator
Bob Lane, Building Inspector
Greg Stamps
Ben Saunders
Bob Gore
Jennifer McLearn
Carolyn Norris
Lee Jones
Tom Sergio
Elaina Morgan
Dan Taylor

ITEM 1: CALL TO ORDER

Upon determining a quorum was present, a meeting of the Algood Board of Zoning Appeals (BZA) was called to order by Chairman Shawna Whitefield at 5:30 p.m. on Thursday August 28, 2025 at Algood City Hall.

ITEM 2: APPROVAL OF THE JUNE 26, 2025 MINUTES

After the meeting was called to order, Chairman Whitefield asked for approval of the minutes for the meeting held on June 26, 2025 minutes. Bill Benson made a motion to approve the minutes as presented. Loyd Norris seconded and the motion passed with a vote of all ayes.

Chairman Whitefield closed the BZA meeting in order to open a public hearing on the following BZA request:

Request for a three (3) foot side setback variance to establish a carport roof in the R-1 (Low Density Residential) District for the property located at 195 Raines Circle (McClearran request)

There were no public comments regarding the aforementioned request. Chairman Whitefield reopened the BZA meeting to take-action on the following request:

ITEM 3: CONSIDERATION OF REQUEST FOR A THREE (3) FOOT SIDE SETBACK VARIANCE TO ESTABLISH A CARPORT ROOF IN THE R-1 (LOW DENSITY RESIDENTIAL) DISTRICT FOR THE PROPERTY LOCATED AT 195 RAINES CIRCLE (MCCLEARRAN REQUEST)

Jennifer McLearn presented a request for a three (3) foot side setback variance to establish a carport roof in the R-1 (Low Density Residential) District for the property located at 195 Raines Circle. McClearran presented a letter from the affected adjoining property owner stating that they had no issues with the BZA granting the aforementioned variance request. After discussion, Patt Judd made a motion to grant the aforementioned variance request. Shawna Whitefield seconded and the motion passed with a vote of all ayes.

Chairman Whitefield closed the BZA meeting in order to open a public hearing on the following BZA request:

Request for a special exception to establish a childcare facility in the C-A (General Commercial) District for the property located at 620 East Main Street (VJ Investments request)

There were no public comments regarding the aforementioned request. Chairman Whitefield reopened the BZA meeting to take-action on the following request:

ITEM 4: CONSIDERATION OF REQUEST FOR A SPECIAL EXCEPTION TO ESTABLISH A CHILDCARE FACILITY IN THE C-A (GENERAL COMMERCIAL) DISTRICT FOR THE PROPERTY LOCATED AT 620 EAST MAIN STREET (VJ INVESTMENTS REQUEST)

Elaina Morgan presented a request on behalf of VJ Investments for a special exception to establish a childcare facility in the C-A (General Commercial) District for the property located at 620 East Main Street. Morgan stated that if the request is granted, Little Acorn Academy, which is owned by Benjamin Saunders and Taylor Saunders, would open a childcare facility for approximately twelve (12) children. Morgan stated that the ingress/egress would take place on East Main Street. Staff Planner stated that all of the adjoining property owners were notified regarding the special exception request and he had received no feedback either in favor of or against the request. Staff Planner also stated that if the special exception were to be approved, the facility would have to have a site plan approved by the PC and be in compliance with Article VI, Section 11, C of the Algood Zoning Ordinance. After discussion, Bill Benson made a motion to grant the aforementioned special exception. Patt Judd seconded and the motion passed with a vote of all ayes.

Chairman Whitefield closed the BZA meeting in order to open a public hearing on the following BZA request:

Request for a nine (9) foot height variance to establish a manufacturing facility in the I-1 (Light Industrial) District for the property located at 455 Security Drive (Research Electronics International request)

There were no public comments regarding the aforementioned request. Chairman Whitefield reopened the BZA meeting to take-action on the following request:

ITEM 4: CONSIDERATION OF REQUEST FOR A NINE (9) FOOT HEIGHT VARIANCE TO ESTABLISH A MANUFACTURING FACILITY IN THE I-1 (LIGHT INDUSTRIAL) DISTRICT FOR THE PROPERTY LOCATED AT 455 SECURITY DRIVE (RESEARCH ELECTRONICS INTERNATIONAL REQUEST)

Tom Sergio presented a request on behalf of Research Electronics International for a nine (9) foot height variance to establish a manufacturing facility in the I-1 (Light Industrial) District for the property located at 455 Security Drive. Article V, Section 6, Subsection D, 4, a, of the Algood Zoning Ordinance establishes a maximum height of nine (9) feet for structures in the I-1 district. Building Inspector Bob Lane stated that he had no issue with the variance request. After discussion, Bill Benson made a motion to grant the aforementioned variance request. Patt Judd seconded and the motion passed with a vote of all ayes.

With no other business to discuss, Shawna Whitefield made a motion to adjourn. Bill Benson seconded and the motion passed with a vote of all ayes.

CTL

Chairperson

Date

Secretary

Date



**ZONING REQUEST
APPLICATION**
Director of Economic &
Community Development
Tommy Lee
Phone: (931) 979-2170
Email: tlee@ucdd.org

215 West Main Street
PO Box 49215
Algood, TN 38506
Phone: (931) 537-9545
Fax: (931) 537-9429

DEADLINE for submitting application for BZA is 15 working days prior to the 4th Thursday of each month in order to be considered at next regular meeting. Deadline for APC is 10 days prior to 4th Thursday each month. The Algood BZA meets the 4th Thursday of each month at 5:15pm and Algood Planning Commission meets the 4th Thursday of each month at 6:00pm at Algood City Hall.

Note: Applicant must be present at meeting to represent their zoning request interest. AN AFFIDAVIT MUST BE FILLED OUT IF THEY ARE ACTING ON BEHALF OF AN OWNER

Owners Name: Jason Cethey Phone: 615-533-8262

Owner's Address: 125 Jay Ln, Cookeville TN 38506

Representative/Developer: Guthrie Construction LLC Phone: 615-533-8262

Address of Property under consideration: 125 Jay Ln, Cookeville TN 38506

Location of Property under consideration (Tax Map Number): _____

Size Property _____ Current Zone: _____

Existing Use: Residential

Article VII, Section 11 Planning Fees is hereby created by Ordinance 681-22 and shall be read as follows:
The following fee schedule shall apply to all zoning requests and shall be paid before action is taken on the request:

Please Check The Following Types of Zoning Request (s) Desired?

REZONING: _____ FEE: \$125.00

Desired Zone: _____ Proposed Use: Single Family Residence

Applicant should provide reasons and information to show why the change is needed, and that the change will benefit the general welfare rather than the vested interests of a few persons.

Rezoning is to be considered by the Algood Planning Commission for a recommendation of approval (or denial). If approved by PC, the Algood City Council will have to approve the rezoning by an ordinance on 2 readings and hold a Public Hearing on 2nd reading.

USE UPON APPEAL/SPECIAL EXCEPTION FOR: _____ FEE: \$125.00

Users Permitted on Appeal include Home occupations and Duplexes, and are considered by Board of Zoning Appeals. Uses Permitted on Appeal are listed in the Zoning Code for each zoning district and are the only uses that can be considered under this category. Generally specific criteria or requirements have to be made.

SITE PLAN REVIEW: _____ FEE: \$125.00

✓ VARIANCE: To match Front of House on west side of property FEE: \$125.00

Required: _____ Proposed: _____

Applicant needs to provide a sketch site plan of property with all dimensions and distances of building (s) from property lines. A variance is usually requested for setbacks, parking lot size, etc. and is reviewed by Board of Zoning Appeals. A variance is used when a property has special or unusual conditions, so that meeting the regular requirements of the Zoning Code would result in undue hardship upon the owner.