



MEMORANDUM

TO: Algood Municipal Planning Commission Members

FROM: Tommy Lee, Staff Planner

DATE: February 19, 2026

SUBJECT: February 26, 2026 Planning Commission Meeting

The Algood Municipal Planning Commission will hold its regularly scheduled meeting on Thursday, February 26, 2026 at 6:00 pm in the Algood City Hall. The agenda for the planning commission meeting is as follows:

1. Call to order.
2. Roll Call.
3. Approval of the January 22, 2026 minutes.
4. Consideration of final site plan to establish office space and warehousing for property located at 2070 Burton Branch Road (Recreational Concepts Site Plan)* (study)
5. Discussion regarding duplexes in the residential zoning districts.
6. Discussion regarding the priorities of the city for the update of the land use plan.
7. Other Business as Necessary.
8. Adjourn.

CTL

***See Agenda Review**

Chairman Marshall Judd ____ Dan Taylor ____ Secretary Ruby Hawkins ____ Buck Fowler ____ Sandy Brecker ____

Jeremy Whitson ____ Danny Richardson ____ City Administrator Keith Morrison ____ Building Inspector Bob Lane ____

Others: _____

Agenda Review

Recreational Concepts Site Plan--Final

Recreational Concepts submitted a final site plan to establish office space and warehousing for property located at 2070 Burton Branch Road. The proposed building would consist of 9,150 square feet. The site plan depicts that 5,040 square feet will be designated for office space and 4,150 square feet designated as warehouse space. According to Article VI, Section 5, subsection B, 14, 30 parking spaces are required and the submitted site plan has thirty-one (31). The lot as it exists is 2.24 acres and the remaining acreage is to be reserved for a parking area and a green space. The lot is served by an existing eight (8) inch sewer line, an existing twelve (12) inch water line and an existing fire hydrant. The site plan complies with all other requirements established in Article VII, Section 2, B, 2 of the Algood Zoning Ordinance. The site plan and the application are included for review.

Chairman Marshall Judd ____ Dan Taylor ____ Secretary Ruby Hawkins ____ Buck Fowler ____ Sandy Brecker ____

Jeremy Whitson ____ Danny Richardson ____ City Administrator Keith Morrison ____ Building Inspector Bob Lane ____

Others: _____

**REPORT OF MEETING
ALGOOD MUNICIPAL PLANNING COMMISSION
JANUARY 22, 2026**

MEMBERS PRESENT

Marshall Judd
Ruby Hawkins
Dan Taylor
Danny Richardson
Sandy Brecker
Jeremy Whitson

STAFF PRESENT

Tommy Lee, Staff Planner
Keith Morrison, City Administrator

OTHERS PRESENT

Bob Lane, Building Inspector
Patt Judd

MEMBERS ABSENT

Buck Fowler

ITEM 1: CALL TO ORDER

Upon determining a quorum was present, a special meeting of the Algood Municipal Planning Commission (PC) meeting was called to order by Chairman Marshall Judd on January 22, 2026 at 6:00 p.m.

ITEM 2: APPROVAL OF DECEMBER 4, 2025 MINUTES

After calling the meeting to order, Chairman Judd asked for approval of the minutes from the December 4, 2025 meeting. After discussion, Dan Taylor motioned that the minutes be approved as presented. Sandy Brecker seconded and the motion passed with a vote of all ayes.

ITEM 3: DISCUSSION REGARDING DUPLEXES AS A PERMITTED USE IN CERTAIN RESIDENTIAL DISTRICTS.

At the August 28, 2025 meeting, Chairman Marshall Judd requested that the PC discuss the possibility of allowing two-family residential structures (duplexes) in certain residential districts at the next meeting. At the September 25, 2025 meeting, Chairman Judd opened the floor for discussion regarding duplexes. Staff Planner stated that currently, duplexes are only permitted in the R-3 (High Density Residential) district but at one time they were a conditional use in both the R-1 (Low Density Residential) and R-2 (Medium Density Residential). During discussion, it was the consensus of the PC that duplexes should be allowed in both the R-1 and R-2 districts at some capacity with certain conditions. After discussion, Chairman Judd requested that the Staff Planner prepare a zoning ordinance amendment to allow duplexes as a conditional use in the R-1 district and a permitted use in the R-2 district, subject to the following requirements: the lot must be at least 15,000 square feet; the minimum front setback must be 35 feet; the duplex must have a minimum of 8 parking spaces; and the maximum lot coverage must be 40 percent. At the October 23, 2025 meeting, Staff Planner presented the following zoning ordinance amendments to the PC for consideration:

SECTION 1: Article V, Section 1, B, 2.a is hereby amended and will read as follows:

Duplexes/Two family residential structures compliant with Article VI, Section 31

SECTION 2: Article V, Section 2.B.1. b. is hereby amended and will read as follows:

Duplexes/Two family residential structures compliant with Article VI, Section 31

SECTION 3: Article VI, Section 31 is hereby added and will read as follows:

SECTION 31 DUPLEXES/TWO FAMILY RESIDENTIAL STRUCTURES

1. *Lot must be a minimum 15,000 square feet*
2. *Minimum front setback of thirty-five (35) feet*
3. *Must have at least eight (8) parking spaces*
4. *Maximum lot coverage of forty (40) percent.*

After discussion, Danny Richardson made a motion to recommend to the city council that they adopt the aforementioned amendments to the zoning ordinance. Buck Fowler seconded and the motion passed with a vote of all ayes. At the January 26, 2026 meeting, City Administrator Keith Morrison stated that the city council had concerns regarding the proposed amendment and that the PC should continue to study the issue. Morrison stated that a more restrictive amendment might be what the council is seeking with regards to the issue. Staff Planner presented several potential revisions to the amendment including but not limited to increased lot sizes, lot widths and setbacks, removing duplexes as a conditional use in R-1 and increasing open space and parking requirements. Morrison stated that City Attorney Danny Rader suggested an overlay district. Staff Planner requested that the PC members study the proposed amendments and continue discussion at the next meeting. Chairman Judd tabled discussion.

ITEM 4: DISCUSSION REGARDING UPDATING THE ALGOOD LAND USE AND TRANSPORTATION PLAN

Staff Planner and City Administrator Keith Morrison addressed the Planning Commission and stated that the Algood Land Use and Transportation plan (LUTP) was in need of an update. Staff Planner stated that the PC has updated the throughfare portion of the LUTP by giving the streets an arterial, collector or local designation. Staff stated that the next step in the update would be to establish priorities for the city. Staff presented five (5) potential areas for priority which were transportation and traffic management, managed urban growth and land use, public facilities and community landmarks, infrastructure resilience and economic development and fiscal health. Staff stated that each proposed priority had multiple recommendations and Staff recommended that the PC members study the proposed areas of priority and suggestions and be prepared to discuss those at the next PC meeting. Chairman Jedd tabled discussion.

With no other business to discuss, Jeremy Whitson made a motion to adjourn the meeting. Ruby Hawkins seconded and the motion passed with a unanimous vote. The next meeting of the Algood Municipal Planning Commission is scheduled for February 26, 2026.

CTL

Chairman

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: Recreational Concepts Phone: 931-303-0227

Owner's Address: 580 South Jefferson Ave., Cookeville, TN

Representative/Developer: Dan Stewart Phone: 941-962-7716

Address of Property under consideration: 2070 Burton Branch Road

Location of Property under consideration (Tax Map Number): 041-060.00

Size Property 2.24 acres Current Zone: I-1

Existing Use: Vacant Parcel

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: _____

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: _____ 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.

_____ **ZONING TEXT AMENDMENT** _____ **FEE: \$125.00**

Reason: _____

_____ **ADMINISTRATIVE REVIEW OR INTERPRETATION** _____ **FEE \$125.00**

Reason: _____

This is reviewed by the Board of Zoning Appeals, when the zoning map may be unclear or ordinance description is confusing, or when a proposed new use is not specifically listed in the Zoning Code.

Names of Adjoining Property Owners:

North Roger Williams Revocable Living Trust

East Big 3 G, LLC

South Big 3 G, LLC

West Burton Branch Road

Office Use: Date Received 11/29/26

Fee Amount: 125.-

(BZA Notice : _____)

Meeting Date _____

Approved? _____

Rezoning: Ordinance Number _____

1st Reading _____

2nd Reading _____

Public Hearing Notice Date _____

Public Hearing Date _____

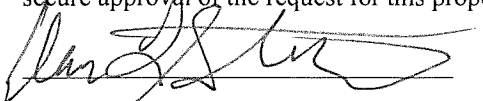
AFFIDAVITS

As of this date, 2/6/26, I am the owner(s) of the record property at
2070 Burtons Branch Road and further

identified on Putnam County Tax Map 041 Parcel 060.00, which is being presented to the

Algood Planning Commission. I authorize Joe Nichols, Clinton Engineering

To represent my property in matters before the Algood Planning Commission and to act on my behalf as my authorized agent.
I will be responsible for all actions required by the Planning Commission and/or those agreed to by my authorized agent to
secure approval of the request for this property.


Agents Signature

580 S Jefferson Ave, Cookeville, TN (941) 962-7716

Address & Phone Number

Acknowledgement

STATE OF TENNESSEE

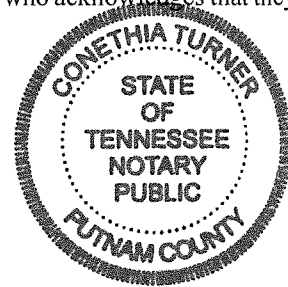
COUNTY OF PUTNAM

Personally appeared before me, Conethia Turner, a Notary Public in and for said
State and County, the within named person, with whom I am personally acquainted and who acknowledges that they executed
the foregoing instrument for the purposes therein expressed and contained.

Witness my hand and seal at Putnam, County on this the
6th Day of February, 20 26

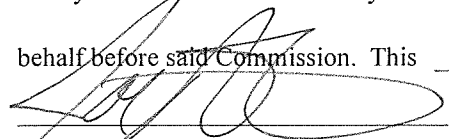
NOTARY PUBLIC

My Commission Expires: 7-1-26



As the authorized agent for the owner(s), I certify that I have been appointed to represent the owner(s) throughout the process
of the matter currently before the Algood Planning Commission concerning the above referenced real property. I further
certify that I have familiarized myself with the property and the Algood Zoning Code and can adequately act in the owner(s)

behalf before said Commission. This 6th day of Feb, 20 26.



380 S. Lowe Ave, Ste 6, Cookeville, TN (931) 372-0427

Agents Signature

Address & Phone Number

Acknowledgement

STATE OF TENNESSEE

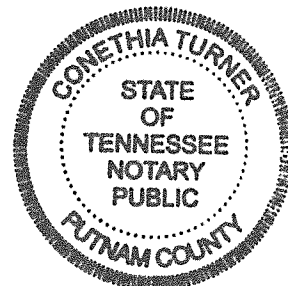
COUNTY OF PUTNAM

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State and County, the within named person, with whom I am personally acquainted and who acknowledges that they executed
the foregoing instrument for the purposes therein expressed and contained.

Witness my hand and seal at Putnam, County on this the
6th Day of February, 20 26

NOTARY PUBLIC

My Commission Expires: 7-1-26



TREE PLANTING SCHEDULE					
QUANTITY	SYMBOL	SCIENTIFIC NAME	COMMON NAME	SIZE REQUIREMENTS	SPACING
8		Quercus Palustris	Pin Oak	2" Cal. min., 12'-14' min. ht.	As shown
0		Acer saccharum	Sugar Maple	2" Cal. min., 12'-14' min. ht.	As shown
0		Liriodendron tulipifera	Yellow Poplar	2" Cal. min., 12'-14' min. ht.	As shown
0		Magnolia grandiflora	Southern Magnolia	2" Cal. min., 12'-14' min. ht.	As shown

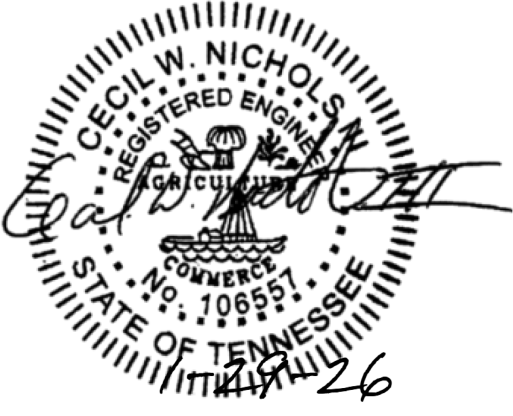
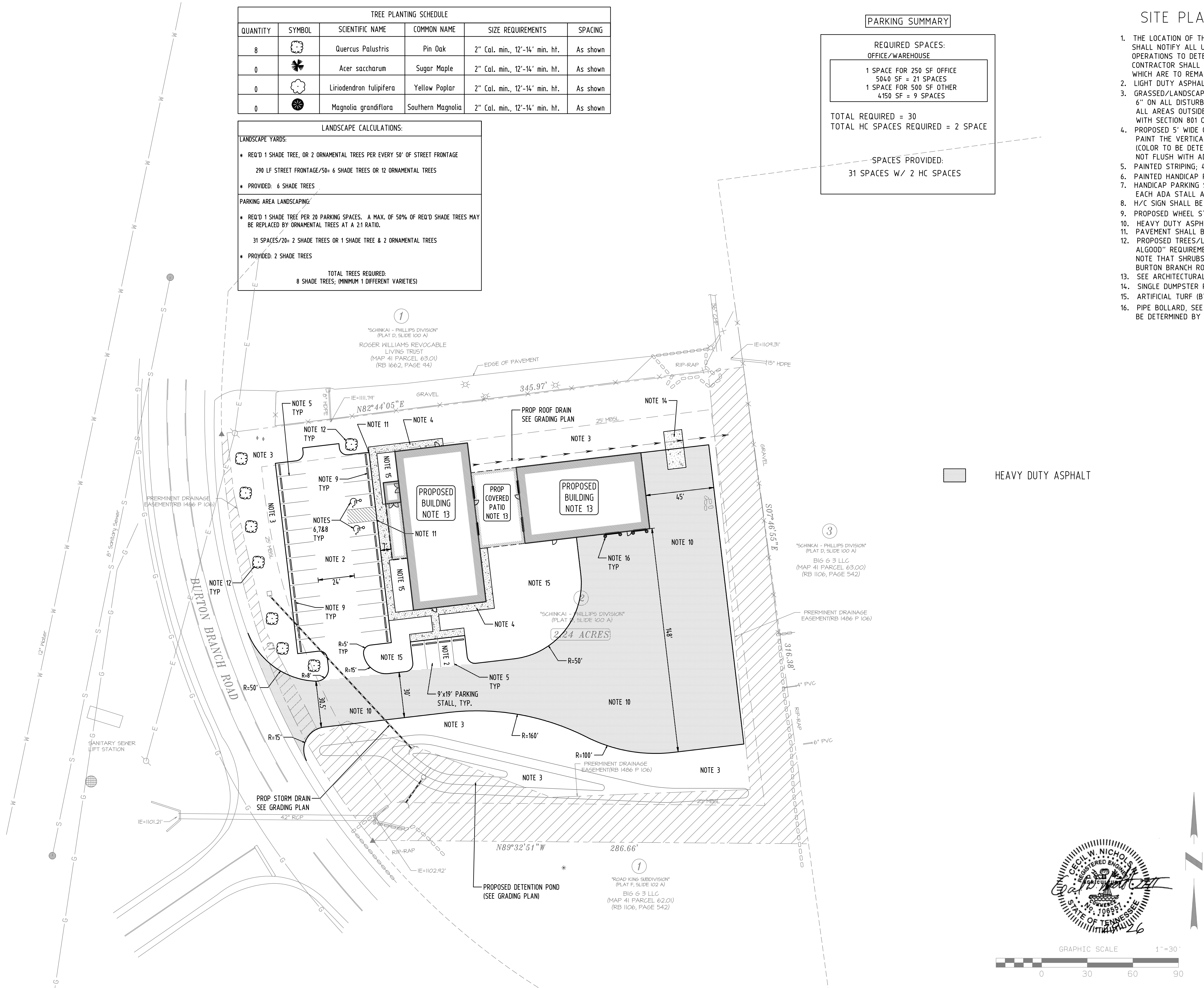
LANDSCAPE CALCULATIONS:	
LANDSCAPE YARDS:	
* REQ'D 1 SHADE TREE, OR 2 ORNAMENTAL TREES PER EVERY 50' OF STREET FRONTAGE	
290 LF STREET FRONTAGE/50= 6 SHADE TREES OR 12 ORNAMENTAL TREES	
* PROVIDED: 6 SHADE TREES	
PARKING AREA LANDSCAPING:	
* REQ'D 1 SHADE TREE PER 20 PARKING SPACES. A MAX. OF 50% OF REQ'D SHADE TREES MAY BE REPLACED BY ORNAMENTAL TREES AT A 2:1 RATIO.	
31 SPACES/20= 2 SHADE TREES OR 1 SHADE TREE & 2 ORNAMENTAL TREES	
* PROVIDED: 2 SHADE TREES	
TOTAL TREES REQUIRED: 8 SHADE TREES; (MINIMUM 1 DIFFERENT VARIETIES)	

PARKING SUMMARY

REQUIRED SPACES: OFFICE/WAREHOUSE
1 SPACE FOR 250 SF OFFICE 5040 SF = 21 SPACES 1 SPACE FOR 500 SF OTHER 4150 SF = 9 SPACES
TOTAL REQUIRED = 30 TOTAL HC SPACES REQUIRED = 2 SPACE
SPACES PROVIDED: 31 SPACES W/ 2 HC SPACES

SITE PLAN - NOTES

1. THE LOCATION OF THE EXISTING UTILITIES IS APPROXIMATE. THE CONTRACTOR SHALL NOTIFY ALL UTILITY OWNERS PRIOR TO BEGINNING OF CONSTRUCTION OPERATIONS TO DETERMINE THE EXACT LOCATION OF EXISTING UTILITIES. THE CONTRACTOR SHALL IDENTIFY AND PROTECT FROM DAMAGE ALL EXISTING UTILITIES WHICH ARE TO REMAIN.
2. LIGHT DUTY ASPHALT PAVEMENT. SEE DETAIL.
3. GRASSED/LANDSCAPED AREA. CONTRACTOR SHALL INSTALL TOPSOIL TO A MIN. DEPTH OF 6" ON ALL DISTURBED AREAS OUTSIDE OF BUILDING/PAVING. CONTRACTOR SHALL SEED ALL AREAS OUTSIDE BUILDING, PAVING AND LANDSCAPE AREAS IN ACCORDANCE WITH SECTION 801 OF THE LATEST TDOT STANDARD SPECIFICATIONS.
4. PROPOSED 5' WIDE CONCRETE SIDEWALK. SEE DETAIL. CONTRACTOR SHALL PAINT THE VERTICAL SURFACE AND 6" WIDTH OF HORIZONTAL SURFACE (COLOR TO BE DETERMINED BY OWNER) AT LOCATIONS WHERE SIDEWALK IS NOT FLUSH WITH ADJACENT SURFACE.
5. PAINTED STRIPING; 4" IN WIDTH.
6. PAINTED HANDICAP PARKING SYMBOL. SEE DETAIL.
7. HANDICAP PARKING SPACES SHALL EACH HAVE A HANDICAP SIGN, SEE DETAIL. EACH ADA STALL AND ACCESS AISLE SHALL BE 9'x19'.
8. H/C SIGN SHALL BE LABELED WITH "VAN ACCESSIBLE". SEE DETAIL.
9. PROPOSED WHEEL STOP. SEE DETAIL.
10. HEAVY DUTY ASPHALT PAVEMENT. SEE DETAIL.
11. PAVEMENT SHALL BE FLUSH WITH SIDEWALK AT THIS LOCATION.
12. PROPOSED TREES/LANDSCAPING SHALL MEET "OFFICIAL ZONING CODE FOR CITY OF ALGOOD" REQUIREMENTS. LOCATIONS ARE APPROXIMATE. NOTE THAT SHRUBS ARE REQUIRED AT 3' CENTERS BETWEEN TREES ALONG BURTON BRANCH ROAD.
13. SEE ARCHITECTURAL PLAN FOR EXACT DIMENSIONS OF BUILDING AND BUILDING DETAILS.
14. SINGLE DUMPSTER PAD CONCRETE PAVING. SEE DETAILS.
15. ARTIFICIAL TURF (BY OWNER). CALCULATED AS IMPERVIOUS AREA FOR POND SIZING.
16. PIPE BOLLARD. SEE DETAIL. EXACT NUMBER AND LOCATION OF PIPE BOLLARDS TO BE DETERMINED BY THE OWNER/ARCHITECT.



DATE	REVISIONS	BY
SITE PLAN RECREATIONAL CONCEPTS 2070 BURTON BRANCH ROAD ALGOOD, TENNESSEE		
 CLINTON ENGINEERING ENGINEERING & SURVEYING SERVICES 380 SOUTH LOWE AVENUE, SUITE 6 COOKEVILLE, TN 38501 931-372-0427		
SCALE: 1"= 30'	DR JUN	CHK PS
PROJ: 25-032	DATE: 1-29-26	C-2.0