



MEMORANDUM

Date: March 19, 2026

To: Luke Winchester, Chairman
and Planning Commission

From: Jon Baughman, City Planner
Jill Johnson, Planner I

Re: Secluded Acres (Kheil Property)
191 Second Avenue S., Lot 1
Final Plat
Map – 073L
Group - B
Parcel(s) – 018.00

Request: Submitted by Mina Kheil, the applicant/owner seeks final plat approval for the creation of 3 separate lots, from lot 1, located at 191 Second Avenue South in District 2.

History/Analysis: The property is 2.49 acres along the west side of Second Avenue South. The property is currently a single parcel and includes a single-family home on the north side of the lot. The current zoning is RS-30. The property was approved for a land use amendment from Town Center and Parks and Greenways to Low Density Residential, via ordinance 2022-58, in October 2022. The property was rezoned from RS-40 to RS-30, via ordinance 2022-59, in October 2022. This plat was originally submitted in August of 2022 for review by staff through open tech review but never resubmitted for Planning Commission review.

Summary: The applicant still has several items to address, and those are included within the conditions of approval as noted below.

Recommendation: Staff recommends approval of the final plat for Secluded Valley Acres, Lot 1, at 191 Second Avenue South, subject to the conditions of approval below.

Planning and Zoning:

1. All bulk regulations for RS-30 zoning district shall be adhered to.
2. The lot width at the front setback line shall be at least 100' per RS-30 zoning, label this on the plat.
3. Add a voids and vacates note for the previous recorded Secluded Valley acres plat.
4. Adjust building envelopes to not overlap with utility easements.
5. The surveyor shall sign and stamp the plat prior to the formal recording the final plat.
6. No building permits shall be issued for these lots until the existing home is razed.
7. Add a note that the existing gravel driveway on Lots 2 & 3, are to be removed.
8. Add a note that the existing shed is to be removed on Lot 3 as it violates building setbacks.

9. Provide a table with the lot area, to include the size of each lot in square feet, and acres, a total area for all lots.

Engineering:

1. Proposed Lot 1 does not properly show FEMA Zone AE or Zone X per adopted floodplain maps. Revise floodplain lines accordingly and show a Finished Floor Elevation of +4 Feet above Base Flood Elevation. This shall be completed prior to the signing of the plat.
2. Any fill material on Proposed Lot 1 shall proceed to FEMA approval of a CLOMR-F before any land disturbance can begin. A Floodplain Permit shall be applied before land disturbance can begin.
3. Indicate responsibility for maintenance of drainage easements outside of the ROW.
4. Remove Public Ways plat certificate.
5. Remove Sanitary Sewer plat certificate
6. An ingress/egress easement will be required if the existing gravel driveway is to remain.
7. Surveyor shall stamp and sign this Subdivision Plat.

WWUD:

1. No comments were provided. Coordinate directly with WWUD.

Wilson County Schools:

1. No Comments Received.