

CLARKSVILLE-MONTGOMERY COUNTY

HISTORIC ZONING COMMISSION & COMMON DESIGN REVIEW BOARD

December 15, 2025  
3:00 P.M.  
329 MAIN STREET

**REGIONAL PLANNING STAFF:**

Brent Clemmons, Design Review Coordinator  
Daniel Morris, GIS Manager  
Jeff Tyndall, Director of Planning  
Drew Sturdivant, Administrative Specialist

**OTHERS PRESENT:**

**MEMBERS PRESENT:**

Gary Shephard  
Wanda Smith  
Eric Huneycutt  
James Bagby  
Marcia Williams  
Gail Longton  
John Gannon  
Kirk Zeaman  
Doug Jones  
David Smith  
Bert Singletary

John Gannon called the meeting to order at 3:00 P.M. and stated a quorum was present.

Wanda Smith made a motion to approve the minutes from the November 24, 2025 meeting, seconded by James Bagby. All others were in favor and minutes were approved.  
John Gannon explained the public comment process.

**DO-6-2025**

Brent Clemmons presented.

John Gannon opened public hearing.

Lisa Meeks spoke in favor stating she was representing Immaculate Conception Catholic Church and School. The school campus is needing to grow and currently only have three portables behind the school. The portables that are being proposed are the same portables as seen at Clarksville Christian School which were used by Wilson County High Schools. There are portables on the other side of Madison Street and unlike those the proposed portables will not be viewable from Madison Street as we do take pride in the beautification of the school and the Madison Street area.

Wanda Smith asked how many students each portable would hold.

Lisa Meeks answered twenty-five students, or one hundred all together.

Wanda Smith asked if they were at capacity with the current number of students.

Lisa Meeks answered that the merging of the preschool from the current location to the Madison Street location has made them unable to house everyone at the Madison Street location at this time.

Wanda Smith asked how many students would be moving over.

Lisa Meeks answered forty students.

Wanda Smith asked if they had restrooms.

Lisa Meeks answered that they did and they had contacted Roto Rooter to make sure they can be properly connected.

No one spoke against.

Public hearing was closed.

Doug Jones made a motion to approve, seconded by Wanda Smith.

All members voted in favor. Motion passes for approval.

### **Other Business**

Jeff Tyndall made an announcement that new microphones would be implemented next month and they may ask the board to come in fifteen minutes early before the next meeting for a trial run of the new equipment. Additionally, a meeting with City Legal took place to go over the Historic and Downtown zoning guidelines some changes still need to be made but another open house will be held in January or February. We have decided to keep the Design Review Board and the Historic Zoning Commission together instead of separating them; small changes will be made to the agenda, the appeal process, and a few rules.

John Gannon asked if with the new microphone's votes could be cast.

Jeff Tyndall answered he didn't believe so.

Doug Jones asked if with the new guidelines would they revisit what is staff level or doesn't need board approval.

Jeff Tyndall answered that there was a new matrix to help decide what doesn't need prior approval, what can be handled by staff, and what needs board approval.

Wanda Smith asked if the new microphones were similar to the ones used at City Council Meetings where the votes are displayed.

Jeff Tyndall responded that they do not have voting software capabilities.

Marcia Williams asked if they could get an updated list of current members and term expirations.

Jeff Tyndall responded that they would do that.

**Public Comment Period**

John Gannon opened public comment period.

No one spoke.

Public comment period was closed.

Wanda Smith made a motion to adjourn, seconded by Marcia Williams.

All members voted in favor. Meeting was adjourned at 3:13 p.m.

*Vaile Longtin*

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Attest:

