

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: April 27, 2026

FROM: Sheila Hatchett, Planner

SUBJECT: Easement Vacation for Hidden Creek Phase 1, Lots 23 and 24, Case #253295

INTRODUCTION:

Steven Williams (Crew Development LLC) requests approval to vacate utility easements on two (2) lots (23 and 24) within Phase 1 of the Hidden Creek Subdivision (see Exhibit 2). The property is located on the west side and the terminus of Bailey Station Road (see Exhibit 1). The property is surrounded by R-1: Low Density Residential to the north and west, R-2: Medium Density Residential to the south, and R-L1: Large Lot Residential (1 Acre Minimum) zoning districts to the east. Hidden Creek Planned Development (PD) is a 180-lot single-family residential subdivision on 80.54 acres constructed in 5 separate phases.

BACKGROUND:

The Board of Mayor and Aldermen (BMA) approved the Hidden Creek Planned Development Outline Plan with conditions in 2018. The Preliminary Subdivision Plat and Construction Drawings for this phase were approved in 2019. Currently, both lots are vacant, and the future property owner intends to combine the two (2) lots into one (1) to build a single-family dwelling. On April 6, 2026, the Planning Commission (PC) recommended approval of the request to vacate the utility easements on Lots 23 and 24. The revised Final Plat for the subject property currently pending administratively (see Exhibit 7) must also be approved and recorded before a building permit can be issued for the new dwelling.

In June 2025, a similar "consolidation plat" for Lots 5 and 6 of Hidden Creek Phase 1, was administratively approved after the BMA approved a similar easement vacation request on May 27, 2025, also related to the construction on a single-family dwelling on combined lots.

DISCUSSION:

1. The subdivision regulations require a five (5) foot utility easement around all lots along all property lines.

- The applicant intends to vacate the 5-foot side yard utility easements running along the shared lot line between Lots 23 and 24 (see Exhibits 6 & 7). Both easements combined are 1,193 square feet.
- Once the easements have been established, they can only be eliminated by the BMA after a recommendation from the PC.
- According to the applicant, an existing pad mount transformer will be retained until the future property owner deems it necessary to relocate (see Exhibit 2). Memphis Light, Gas and Water Division (MLGW) is aware of this and had provided approval (see Exhibit 4, Pages 3-12).
- AT&T, Comcast, MLGW, and the Town's Department of Public Services have all provided written approval of eliminating the easements (see Exhibits 3 & 4).

2. All other easements on these two (2) lots, except the two (2) requested for vacation, will remain (see Exhibit 7).

STAFF RECOMMENDATION: Approval is recommended of the easement vacation as there are no adverse impacts from vacating the easements and the request meets the Criteria for Easement Vacation (see Exhibit 5).

ATTACHMENTS:

- Exhibit 1 - Vicinity Map - 3-27-25.pdf
- Exhibit 2 - Cover Letter - 12-01-25.pdf
- Exhibit 3 - Public Services Approval - 2-5-26.pdf
- Exhibit 4 - Utility Provider Approval Letters - 2-06-26.pdf
- Exhibit 5 - Easement Staff Analysis - 3-27-26.pdf
- Exhibit 6 - Proposed Easement to be Vacated - 12-01-25.pdf
- Exhibit 7 - Proposed Final Plat Lots 23 & 24 - 12-01-25.pdf

PROPOSED MOTION:

To vacate the two (2) five-foot utility easements between Lots 23 and 24 of the Hidden Creek PD, Phase 1, as depicted in Exhibit 6.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						