

**MINUTES OF THE WORK SESSION OF THE  
KINGSPORT REGIONAL PLANNING COMMISSION**

The Improvement Building  
201 W. Market Street, Kingsport, TN 37660

January 14, 2013

12:00 Noon

**Members Present**

Dennis Ward, Chairman  
Colette George, Vice-Chairman  
Alderman Mike McIntire  
“Buzzy” Breeding  
George Coleman  
David Stauffer  
Mark Selby

**Members Absent**

Hoyt Denton  
Jim Lewis

**Staff Present**

Lynn Tully  
Forrest Koder  
Ken Weems  
Hank Clabaugh  
Michael Thompson  
Tim Elsea

**Visitor’s List**

At 12:00 p.m., the meeting was called to order by Lynn Tully. Mrs. Tully reminded the Commission regarding their requirement to complete a statement of disclosure for the Tennessee Bureau of Ethics by the end of January. She also asked for those who have submitted that statement online to notify the Planning department staff so that we can verify the submittal. There being no other announcements, Mrs. Tully presented the tentative agenda for the January 17, 2013 meeting of the Planning Commission for discussion. Mrs. Tully asked for changes to the minutes for the December 17, 2012 work session and the December 20, 2012 regular meeting. There being no changes, the minutes will be submitted as complete during the regular meeting on January 17, 2013.

**Consent Agenda**

**01-01 - Bailey Ranch Subdivision – Rick Slaughter Court Lots 21, 23, 24 & 25 - Final Approval - (12-201-00072)** – The Planning Commission heard a presentation from Mr. Forrest Koder regarding a final approval plat for the Bailey Ranch Subdivision which includes four lots. The property is a replat of an original five lots and all infrastructure has been installed at this time. Staff has reviewed the plat and has recommended the approval on consent. There was little discussion regarding the existing homes and any new construction currently underway within the subdivision. There was no official action taken.

**01-02 - John Faiz Property Subdivision – Shipley Ferry Road & Montvue Road – Final Approval – (12-201-00073)** – The Planning Commission received a presentation from Mr. Forrest Koder regarding a plat of the John Faiz property off of Shipley Ferry Road & Montvue Road. The property is also bounded by the existing railroad. Mr. Koder noted the current submittal for subdivision includes three lots on 7.91 acres. The lots also show an easement from Shipley Ferry Road for additional access internally.

Mr. Koder reminded the Commission that this is a revised submittal from a previous attempt to subdivide the property which included properties to the South. The property is zoned commercially and the intent is for the property owner to sell the properties for commercial development. Staff's review of the plat notes that it meets the regulation for subdivision and all infrastructure is installed and available at this time. After little discussion regarding the access and odd configuration of lots, there was no official action taken.

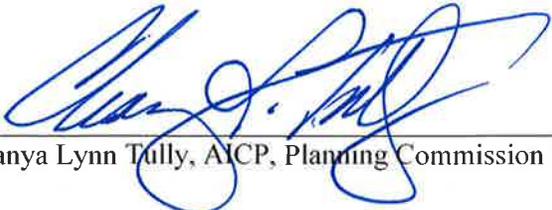
**01-03 - Sign Amendment – Wellmont Urgent Care – (13-201-00001)** – The Planning Commission heard a presentation to consider approving new signage for Wellmont Urgent Care as an amendment to the existing signage in a B-4P zoning district. A presentation was given by Mr. Ken Weems who noted the new signage is proposed on two sides of the building. All wall signage is totaled at 198.45 square feet. The maximum allowable signage for this size building is 200 square feet. Per the B-4P zoning and signage regulation, all signage must be approved by the Planning Commission and therefore the item is being brought before the Commission for review and consideration. Staff does recommend the amendment to allow wall signage as proposed. The Planning Commission asked about the calculation of square footage for the signage. Staff noted that that calculation and interpretation of the sign area is performed by the building administrator. There being little further discussion, no official action was taken. The Planning Commission, upon review of the project, asked that it too be added to the consent agenda for the Planning Commission's regular meeting on January 17, 2013.

#### **Other Business**

Mrs. Tully presented the other items of business for the Planning Commission's review and no official action was taken on these items. Further, Mrs. Tully informed the Commission that Board of Mayor and Aldermen has asked for another joint BMA and PC planning session to discuss annexation. She reminded the Commission that is has been approximately a year since their last joint meeting, and the Board has asked for an update to all work thus far. Mrs. Tully noted that this will be scheduled as soon as possible following a meeting with City management to review the direction and course of the meeting.

There being no further changes to the agenda and no additional discussion, the work session was closed at approximately 12:20 p.m.

Respectfully Submitted,



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Chanya Lynn Tully, AICP, Planning Commission Secretary