

**MINUTES OF THE REGULAR MEETING OF THE
KINGSPORT REGIONAL PLANNING COMMISSION**

City Hall
225 W. Center Street, Kingsport, TN 37660

March 21, 2013

7:00 p.m.

Members Present

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

Members Absent

George Coleman
Hoyt Denton
Jim Lewis

Staff Present

Lynn Tully
Karen Combs
Corey Shepherd
Ken Weems
Chris Alley

Visitor's List

Carlton Purvis
Will Righter

At 7:00 p.m., Chairman Dennis Ward called the meeting to order, welcomed the audience, introduced the commissioners and staff and summarized the meeting procedures. Chairman Ward asked for approval of the agenda. There being no changes proposed for the agenda, the agenda was approved on a motion by Mike McIntire seconded by Colette George. The motion was approved unanimously, 5-0. Chairman Ward asked for changes to the minutes. There being none, a motion was made by Mike McIntire seconded by Mark Selby to approve the minutes of the work session held on February 18, 2013 and the regular meeting held February 21, 2013. The motion was approved unanimously, 5-0.

CONSENT AGENDA

None

UNFINISHED BUSINESS

None

NEW BUSINESS

03-01 Zoning Text Amendment – County Wide – Stormwater – (13-801-00002) – The Planning Commission considered approval and a favorable recommendation for the Sullivan County Commission for an amendment to the County's Zoning Resolution Governing Peak Stormwater Management and Erosion and Sediment Control. The text amendment was presented by Mrs. Karen Combs who stated that this amendment is similar to the City's recently approved stormwater ordinance and has been reviewed by

the City's Stormwater Engineer to compare to the current city regulations. Although the regulations are similar the proposal applies only to county properties and not properties within the city limits. Staff did note that stormwater reviews would be conducted by the County with other design requirements being reviewed by the City for subdivision development within the Urban Growth Boundary. Chairman Ward opened the item for public hearing. There being no speakers in favor of or opposition to the request, the public hearing was closed. A motion was made by Mike McIntire seconded by Dave Stauffer to approve and forward a favorable recommendation to the Sullivan County Commission. The motion was approved unanimously, 5-0.

03-02 Shadyside Drive - Annexation, Zoning and Plan of Services – (13-301-00004) – The Planning Commission considered a request to approve and recommend the annexation, zoning, and plan of services for Shadyside Drive (1101, 1105 & 1109), to the Board of Mayor and Aldermen. Mr. Ken Weems presented the item noting the location immediately adjoining the City limits at Hope's Crossing Subdivision. Mr. Weems stated that this is an annexation area which was partially owner requested and includes three parcels. Two of the three parcels being considered have petitioned requesting annexation. Mr. Weems noted that several attempts were made to speak personally with the parcel owner not indicated by petition, however, those have been unsuccessful at this time. The Planning Commission asked if a letter had been sent notifying the property owner of the public hearing and Planning Commission meeting. Staff noted that the property owner has been notified by letter as per state law. Mr. Weems noted that the plan of services is a typical plan of services with all traditional city services existing and present on site. Alderman McIntire asked if the property owner was a caregiver to a family member. Staff noted that neighbors had reported that as being the case, as well as holding down a fulltime job. Chairman Ward asked which tax year the properties will be billed in. Staff noted that the billings would go out in November of 2014 for the previous tax year. There being no further questions, Chairman Ward opened the item for public hearing. Mr. Carlton Purvis spoke in favor of the annexation noting the names of the occupants of all the houses included within the annexation area. In addition, he noted that there were no school-age children within the annexation area. He also reinforced the request for annexation from the McDavid family. There were no further speakers in favor of or opposition to the request. Chairman Ward closed the public hearing and asked for a motion. A motion was made by Mike McIntire seconded by Colette George to approve and recommend the annexation, zoning, and plan of services to the Board of Mayor and Aldermen as recommended by staff. The motion was approved unanimously, 5-0.

03-03 Bicycle Parking Ordinance – (13-101-00001) – The Planning Commission considered a request to approve and forward a favorable recommendation to the Board of Mayor and Aldermen for a change to the Zoning Ordinance regarding bicycle parking. Mr. Ken Weems presented the item. Staff noted that the Bicycle Parking Ordinance is based on several recommendations from previous plans including the Blue Ribbon Task Force and the most recent AARP Active Living Conference. These plans recommend additional pedestrian areas and attention to bicycle planning for Kingsport. The recommendation includes bicycle racks being required within 50 feet of main entrances to commercial projects. Design specifications are also included in the recommendations as well as a number of parking spaces to be required based on the size of the development. There are some administrative options which could be exercised based on the design of the development which would allow the racks to be clustered so as to be more useful for the intended bicyclists. Staff noted as per the work session discussion, a change has been indicated regarding the material required for the racks. The change is to the requirement from stainless steel to a galvanized finish as a minimum material and finish requirement. Commissioner Breeding asked if any of the other cities in our area have done this. Staff stated that this has not been done as a policy by the surrounding cities at this time. Commissioner Selby asked how many bicycles are typically included in one of the minimum standard racks. Staff noted that these are designed for two typically, but they could support up to four depending on the configuration of the parking area. Chairman Ward expressed his opinion that this ordinance may inspire other existing businesses to install these racks. Staff noted

that this ordinance is intended to increase the bike friendliness of the City as a whole. Chairman Ward opened the item for public hearing. There being no speakers in favor of or opposition to the proposal and request, the Chairman closed the public hearing. A motion was made by Colette George seconded by "Buzzy" Breeding to approve the request as presented by staff. The motion was approved unanimously, 5-0.

PUBLIC COMMENT

No speakers.

OTHER BUSINESS

- 03-04** Receive a letter of resubdivision of the Bloomingdale Heights No. 2 Subdivision, on Dahlia Drive.
- 03-05** Receive a letter of subdivision of the Eva Gammon Slaughter Heirs Property, located at 855 Colonial Heights Road.
- 03-06** Receive a letter of subdivision of the Carmel Property, located along McIntosh Drive.
- 03-07** Receive a letter of subdivision of the Adams Acres Subdivision Section 2, located along Adams Street.

ADJOURNMENT

Director Tully noted for the Commission that the fall conference for the Tennessee Planning Association will be at MeadowView and encouraged all Planning Commissioners to attend for their required education credits from the State. The conference is to be held September 25 – 27, 2013. There being no further business, a motion was made by Mike McIntire seconded by Dave Stauffer to adjourn the meeting at approximately 7:24 p.m. There being no further discussion, the motion was approved unanimously, 5-0.

Respectfully Submitted,



Chanya Lynn Tully, AICP, Planning Commission Secretary