

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

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

June 17, 2013

12:00 Noon

Members Present

Dennis Ward, Chairman
Colette George, Vice-Chairman
Alderman Mike McIntire
George Coleman
Jim Lewis
David Stauffer
Mark Selby

Members Absent

Hoyt Denton
"Buzzy" Breeding

Staff Present

Lynn Tully
Forrest Koder
Ken Weems
Corey Shepherd
Chris Alley
Michael Thompson
Tim Elsea

Visitor's List

At 12:00 p.m., the meeting was called to order by Mrs. Lynn Tully. Mrs. Tully presented the tentative agenda for the June 20, 2013 regular meeting of the Planning Commission for discussion. The Planning Commission requested to change the agenda moving the hearing of Brookton Park Subdivision preliminary subdivision to follow the Brookton Park Subdivision rezoning item. There being no further changes to the agenda, Mrs. Tully noted that the revision will be presented at the regular meeting on June 20, 2013. Mrs. Tully also asked for any changes to the minutes of the May 16, 2013 regular meeting of the Planning Commission and the May 13, 2013 work session. There being no changes suggested, the minutes will be submitted as complete during the June 20, 2013 meeting of the Planning Commission.

06-01 Skyland Falls – Final Zoning Development Plan Amendment – (05-102-00011) – The Planning Commission heard a presentation to approve the final zoning development plan amendment for the Skyland Falls final zoning development plan. Mr. Weems presented the item noting that this is a revision to zoning development plans approved in May 2006 as well as November 2005. The latest approval included approximately 68 units within the development plan. Mr. Weems noted the current request is for 70 units raising the density overall to 4.7 units per acre from the previous 4.6 units per acre. Based on the nearby apartments as well as single family zoning within the area, staff noted that the density is consistent with the zoning code as well as the appropriate transition of land use between the existing apartments and single family homes. There was some discussion regarding the specific detailed differences regarding the plan including relocation of the pool and community room. The Planning Commission also asked if the required open-space was included in the current proposal. Staff noted that it is included as was calculated on the previous plan. There being no further questions, there was no official action taken on this item.

06-02 Edinburgh Phase 2f – Minor Amendment to Final Plat – (12-201-00045) – The Planning Commission heard a presentation regarding the approval of an amendment to the final plat for Edinburgh Phase 2f Subdivision. Mr. Forrest Koder presented the item noting that the change is simply a roadway deviation from the previous final plat. There are no other changes to the subdivision plat. There being no questions, the Planning Commission took no official action on this item.

06-03 Brookton Park Subdivision – Rezoning – (13-101-00005) – The Planning Commission heard a presentation regarding approval of the rezoning of Brookton Park Subdivision on Brookhaven Drive from R-1B, Residential District, to R-1C, Residential District. Mr. Ken Weems presented the item noting its location and the requirement differences from the R-1B zoning to the proposed R-1C zoning. Mr. Weems noted that the developer intends to continue to subdivide at the previous R-1B minimum lot sizes however he's looking for more lenient setbacks in the R-1C zoning district. The uses within both districts are essentially the same and very little other change is anticipated. Mr. Weems further noted that the developer intends to build a single story ranch home with a covered back porch. This requires a slightly larger footprint on the lot and therefore creates the need for reduced setbacks. The Commission questioned whether or not the subdivision was a concept or was approved for the entirety of the development. Staff noted that the current subdivision request to be heard by the Planning Commission at the same evening indicates a second phase at the lot sizes as noted, however the third phase is not yet platted. Staff did note however there is a concept plan that has been viewed by staff but not approved by the Planning Commission that does indicate development of all lots in all phases as similar sizes. Additional discussion ensued regarding the potential for reduced lot sizes in the final phases, there was no additional discussion and no official action was taken.

06-06 Brookton Park Subdivision – Preliminary Subdivision – (13-201-00035) – The Planning Commission heard a presentation regarding approval of the preliminary subdivision for Brookton Park Subdivision on Brookhaven Drive. Mr. Forrest Koder presented the item noting the Brookton Park Subdivision is expected to be developed for phase two on 4.396 acres with approximately 17 lots included. He noted that the plat does meet all the requirements for subdivision regulations and no variances have been requested at this time. Mr. Koder further noted that the recommendation is contingent upon the approval of construction documents by the Engineering Department. After little discussion, there was no official action taken on this item.

06-04 Irrevocable Letter of Credit (ILOC) – Netherland Villas – (06-201-00055) – The Planning Commission heard a presentation regarding a request to call the ILOC for Netherland Villas Subdivision in the amount of \$84,840 issued by First Bank and Trust Company. Mr. Forrest Koder presented the item noting that work has been ongoing for this project however it is yet to be completed. The bond is the last remaining extension based on the previous hearing of the Planning Commission. Engineering staff noted that it is anticipated the bond requirements would be satisfied prior to the expiration of this bond. However, staff noted that the expiration date for the bond was prior to the next Planning Commission meeting and therefore the Planning Commission is hearing the item at this meeting. It was further noted that two motions would be necessary - one contingent on the infrastructure being satisfied and complete, and the other if the infrastructure is not complete by the expiration date. There being little discussion, no official action was taken on this item.

06-05 Wheatley Subdivision – Final Subdivision – (13-201-00034) – The Planning Commission heard a presentation regarding approval of the final subdivision for Wheatley Subdivision at Walker Street & Franklin Street. Mr. Forrest Koder presented this item noting approximately four lots on 1.76 acres. Mr. Koder indicated that the division appears to be due to a division of property among heirs. The property is zoned R-3 and includes two apartment unit complexes as well as four single-family unit buildings. Mr. Koder noted that the subdivision itself is not complex however access for each property is somewhat more complicated. Cross access easements will be required for the properties based on the

accesses as currently utilized by the single-family homes as well as the apartment units. There was some discussion regarding the request for subdivision and its configuration. However, no official action was taken on this item.

06-07 The Summitt at Preston Park Subdivision – Preliminary Plat – (13-201-00039) – The Planning Commission heard a presentation regarding the approval of a preliminary plat for The Summitt at Preston Park Subdivision. Mr. Forrest Koder presented the item indicating a preliminary subdivision approval for 18 lots on 33.89 acres. Mr. Koder noted that this would be a final phase to this subdivision and has been approved previously for several variances. These variances run with the land and are still applicable at this time. Included with those variances is a 40 foot wide street right-of-way, a length of street pending in a cul-de-sac variance as well as a sidewalk variance. Mr. Koder noted that any approvals for this site would be subject to approval of the construction documents by the Engineering Dept. There was some discussion regarding the history of site from the Planning Commission as well as history of connections to Brookside and Stage Coach Road. There being little additional discussion, no official action was taken on this item.

06-08 Goad Subdivision – Final Subdivision Plat – (13-201-00040) – The Planning Commission heard a presentation regarding a final subdivision plat for the Goad Subdivision on Memorial Boulevard. Mr. Forrest Koder presented the item noting that the project includes ten lots on approximately 26.16 acres of land. Those ten lots have access off of a variety of different county roads existing. Mr. Koder noted that the seven lots having frontage on Memorial Boulevard follow current city standards of 50 foot width road frontage with the three lots that front off the existing county streets of Robin, Wembeck and Arley having frontage of 40 feet. He further noted that a small water line extension has been requested and instead of being bonded is being proposed to be paid for by the property owner prior to recording. There was some discussion from the Commission regarding the expansion of Memorial Boulevard as per the State roadway plans. Additionally, the Planning Commission asked if the three lots with 40 foot frontage should be required to include a variance request. Staff noted that that was indeed the case and would revise the report to indicate the variance request. In the particular instance the roadways would not likely be upgraded to 50 foot roadways as they originate within the County and dead end into each of these lots. There being little additional discussion, there was no official action taken on this item.

06-09 Shadyside Drive – Annexation, Zoning and Plan of Services – Part 2 – (13-301-00004) – The Planning Commission heard a presentation regarding the recommendation to the Board of Mayor and Aldermen for the annexation, zoning and plan of services for Shadyside Drive property. Mr. Ken Weems presented the item noting that this is an annexation previously heard by the Planning Commission which is being brought back to the Planning Commission on the advice of the City Counsel due to the recent annexation moratorium requirements. As those requirements include a petition of both property owners and residents within the area, the City attorney felt that the issue should be brought back before the Planning Commission with all those signatures included on the petition. Mr. Weems noted that the signatures have been procured as well as City services are currently being provided in order to provide continuity to the citizens as per their previous request. There was some discussion regarding the requirement for rehearing by the State annexation moratorium from the Commission. No official action was taken on this item.

06-10 Bennett - Annexation, Zoning and Plan of Services – (13-301-00006) – The Planning Commission heard a presentation from Mr. Corey Shepherd regarding the Bennett annexation, zoning and plan of services recommendation for the Board of Mayor and Aldermen. Mr. Shepherd presented the item noting its location on Memorial Drive. The property includes 8.8 acres approximately of commercially zoned property being recommended for B-3 Commercial zoning inside the City. Staff noted that the annexation does meet the requirements of the annexation moratorium as commercial

property. Staff noted that the owner has indicated that he intends to develop the property commercially. There was little discussion on this item and no official action was taken.

06-11 Nominating Committee – The Chairman asked Vice Chairman Colette George, Alderman Mike McIntire and Mr. Hoyt Denton to serve on the nominating committee to solicit for positions of Chairman, Vice Chairman and Secretary for the Kingsport Regional Planning Commission 2013-2014 term. A report will be heard from the committee at the July 18, 2013 regular meeting.

Staff noted the items of “Other Business.” Additionally, Mr. Jim Lewis was recognized for his final meeting of the Planning Commission and honored his years of service to the Planning Commission and noted that we will have a formal recognition at the regular meeting.

There being no additional business the meeting was adjourned at approximately 12:57 p.m.

Respectfully Submitted,



Chanya Lynn Tully, AICP, Planning Commission Secretary