

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

Development Services Center  
201 W. Market Street, Kingsport, TN 37660

July 16, 2012

12:00 Noon

**Members Present**

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

**Members Absent**

Andy Hall  
Hoyt Denton  
“Buzzy” Breeding

**Staff Present**

Lynn Tully  
Forrest Koder  
Jason Meredith  
Ken Weems  
Hank Clabaugh  
Chris Alley  
Michael Thompson  
Dave Edwards

**Visitors List**

At 12:00 p.m., the meeting was called to order by Lynn Tully. Mrs. Tully presented the tentative agenda for Planning Commission discussion for the July 19, 2012 meeting. She directed the Commission’s attention to a change presented for the agenda which included the presentation of Colonial Heights Area 7 Parts A and B together during the meeting. Also she noted the new state requirement for an ethics filing report for all Planning Commissioners who serve the Kingsport Municipal Planning Commission. She asked the commissioners to complete the filing on their own or staff would be happy to online, but in any case to please alert staff when it is complete so that we may track the status annually. Mrs. Tully requested changes to the minutes of the June 21, 2012 meeting. Mr. Coleman asked for a change to the spelling of his name for that regular meeting. No additional changes were proposed for those minutes.

The Planning Commission heard a presentation regarding the Birches, Amended Final Plat. Mr. Forrest Koder introduced the project stating that final subdivision replat approval was granted for the eight lots included in the Birches subdivision. This is simply a revision to the property lines for those condominiums and all property owners had to agree and sign the plat. After little discussion, no official action was taken.

The Planning Commission heard a presentation regarding the Polo Fields, Final Plat as Amended. Mr. Forrest Koder presented the project including a final plat amendment for the Old Slemph Phase of the Polo Fields Development previously approved by the Commission. Mr. Koder pointed out the inclusion of two lots which are currently owned under separate ownership and have residences constructed on them. Based on the current information those residences were construction on lots which were created by deed versus by plat. Mr. Koder pointed out that although numerous attempts have been made to contact and reach

agreement with those two property owners they would be removed from the plat if they are not willing to participate in the replat. After some discussion, there was no official action taken.

The Planning Commission considered the Edinburgh Concept Plan for 2012. Mr. Forest Koder presented the project including an update to the concept plan for the Edinburgh Subdivision which increased the overall green space and maintained the integrity of the PD zoning. After little discussion, there was no official action taken.

The Planning Commission received a report concerning the Amendment to the TA, Tourist Accommodation Ordinance Zoning District. Mr. Forrest Koder outlined the proposed changes to the Tourist Accommodation Zoning District including an expansion of the permitted uses and requirement for Zoning Plan Development approval prior to development. There was some discussion regarding the definitions for "franchised auto sales" as well as "truck stops." Following additional discussion concerning the purpose and intent of the Zoning District, there was no official action taken.

The Planning Commission received a report concerning the Colonial Heights Areas 7 Part A Annexation and Part B Annexation. Mr. Ken Weems presented the report of facts for the annexation, zoning and plan of services for the parcels located within Parts A and B annexation areas. Mr. Weems also reported on the findings and discussion from the public meeting held on July 12, 2012. There was much discussion by the Planning Commission regarding the extension of the plan of services for sewer provision to an eight year plan of service. Additional discussion included concern regarding pursuit of the continued annexation of the Colonial Heights neighborhoods and the timing and financial obligations of the city overall. Following extensive discussion, there was no official action taken.

The Planning Commission received a report concerning the Rezoning of 101 Tall Oaks Court. Mr. Jason Meredith reported the request for professional offices district from an R1B district for a property greater than one acre located off Ft. Henry Drive. Upon hearing the facts, the Planning Commission asked if the property owner would be willing to provide a more detailed site plan to ensure additional protections to the neighborhood surrounding the proposed property. Mr. Meredith reported that he would contact the property owner and advise him of the request as well as his option to withdraw the request if necessary to meet the timeline for submission of a plan. After additional discussion, no official action was taken.

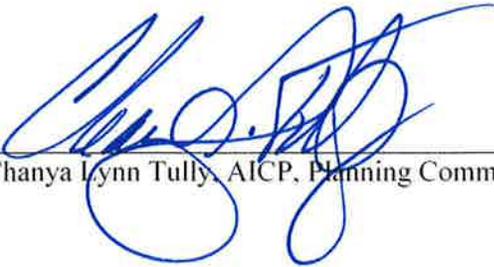
The Planning Commission received a report concerning the Amendment to a Final Zoning Development Plan for Murphy Oil USA, Inc. Mr. Ken Weems presented the facts of the report indicating a change to the Murphy Oil USA, Inc. plan for signage. Based on the report and the Planning Commission's questions, the Planning Commission asked to move the item to the consent agenda for the final draft of the agenda for the July 19, 2012 meeting. There being no additional discussion, no official action was taken.

The Planning Commission received a report concerning an Amendment to the Minimum Subdivision Regulation as it pertains to Residential Sidewalks. Mrs. Tully directed the Planning Commission's attention to a report handed out at their places during the work session. Mrs. Tully presented the proposed revisions to the sidewalk portion of the subdivision regulations which allowed for additional options for sidewalk construction within residential subdivision. The Planning Commission requested that staff consider additional alternatives to include in the subdivision regulations for presentation at the July, 2012 meeting. There being some discussion, the Planning Commission requested that there be only one option for installation of residential sidewalks on a residential type road on a single side of the street only. Staff stated the report would be revised. No official action was taken.

Election of Officers - the Planning Commission was reminded that they will be required to elect the positions of Chairman, Vice-Chairman and Secretary after a report from the nominating committee.

There being no further changes to the Agenda and no additional discussion, the Work Session was closed at approximately 1:55 PM.

Respectfully Submitted,



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Chanya Lynn Tully, AICP, Planning Commission Secretary