

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

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

September 17, 2012

12:00 Noon

Members Present

Dennis Ward, Chairman
Colette George, Vice-Chairman
Alderman Mike McIntire
David Stauffer
Hoyt Denton
George Coleman
"Buzzy" Breeding

Members Absent

Jim Lewis

Staff Present

Lynn Tully
Jason Meredith
Ken Weems
Forrest Koder
Chris Alley
Tim Elsea

Visitor's List

Matthew Lane

At 12:00 p.m., the meeting was called to order by Lynn Tully. Mrs. Tully presented the tentative agenda for the September 20, 2012 meeting of the Planning Commission for discussion. Mrs. Tully requested changes for the minutes of August 13 and 16, 2012 meetings. With there being no changes minutes were submitted as complete.

CONSENT AGENDA

Staff presented for the Planning Commission's review the request for a release of an Irrevocable Letter of Credit for Edinburgh Subdivision Phases 2c-1 and 2c-2, (12-201-00012 and 12-201-00025). Mr. Forrest Koder presented the item stating that all required improvements have been completed and staff will be recommending approval of the bond release.

The Planning Commission heard a presentation regarding the Alta Lamberth, Lamberth Street and Chestnut Hills Drive, final plat, (12-201-00046). The presentation was given by Mr. Forrest Koder regarding the request to consider final plat approval for the subdivision of property along Chestnut Hills Drive to be divided into six lots. No variances or other unusual circumstances exist and staff has recommended approval of the plat as presented. There being no discussion, no official action was taken.

NEW BUSINESS

The Planning Commission heard a presentation regarding the Lamberth Subdivision located on Chestnut Ridge Road, final plat, (12-201-00047). Mrs. Lynn Tully presented the request to consider final plat approval for the property along Chestnut Ridge Road to be divided into seven lots. This property is located outside the corporate limits of the City of Kingsport, but within our Urban Growth Boundary. The subdivision does meet all subdivision regulations and no variances or other unusual circumstances exist. Staff has recommended approval of the final plat as presented. After some discussion regarding topography, lot size, and location, no official action was taken. The Planning Commission requested the item be placed on the consent agenda for the September 20, 2012 meeting.

The Planning Commission heard a presentation regarding Colonial Heights, Area 7 Part C, annexation, zoning and plan of services, (12-301-00008) and Colonial Heights, Area 7 Part D annexation, zoning and plan of services, (12-301-00009). Mr. Ken Weems presented the items together as requested by the Planning Commission. Both properties have been included in overall presentations for annexation in the Colonial Heights, Area 7 proposal. Mr. Weems stated that a public meeting has been held for the annexation on September 13, 2012 at the Kendrick's Creek United Methodist Church. The proposed acreage included in each annexation area is 48+ acres and 35+ acres respectively. Water is currently servicing the areas and upgrades for the water system are required for the annexation. Sanitary sewer will be provided per the plan of services approximately five years from the effective date of annexation. After some discussion no official action was taken.

The Planning Commission heard a presentation regarding the rezoning of 101 Tall Oak Court, (12-101-00003). Mr. Jason Meredith presented the rezoning request noting the request is for rezoning from R-1B, Residential District to a proposed P-1, Professional Offices District. Mr. Meredith reminded the Planning Commission that this rezoning request was previously heard approximately two months ago during which time the Planning Commission requested a site plan be prepared for the proposed use of the building. The property includes 1.65 acres with a single family home located on it currently. The intent is for the property to be used as a professional office for a small computer security business with little foot traffic. The site plan has been prepared by a design professional and submitted for the Planning Commission's consideration. After some questions regarding the existing structure and the proposed driveway onto Ft. Henry Drive, which is a state right of way, no official action was taken.

The Planning Commission heard a presentation regarding Indian Trail Drive – KBM Properties rezoning request, (12-101-00005). Mr. Jason Meredith presented the request for proposed rezoning of B-3, Business District from the existing zoning of M-1R, Light Industrial District. Mr. Meredith stated the intended use for the property includes a movie theatre and retail and restaurant outparcels on the remaining portion of the site. The site is currently vacant. Mr. Meredith stated that staff is currently recommending approval of the rezoning request subject to receipt of an acceptable traffic study before final action by the Board of Mayor and Aldermen. This traffic impact study is pending according to the applicant. Mr. Ken Weems presented the site plan for the Planning Commission's review stating that the majority of the plan meets the regulations of the Kingsport zoning ordinance with some exceptions. The exceptions include the location of the sign and a change to the typical roadway section for a non-residential street. There was much discussion regarding the proposed use of the site and specifically the proposed roadway indicated on the site plan. No official action was taken.

The Planning Commission heard a request for an extension of an Irrevocable Letter of Credit for Cook's Pointe Subdivision, (08-201-00073). Mr. Forrest Koder presented the request for the extension. Staff has reviewed the extension request and noted that this would be the 5th year of extension for this specific request. Further contact with the engineering department has revealed that the minimum requirement for the bond amount has increased for a total of \$19,512. This increase would be based on the increase cost of asphalt in recent years. Staff has requested that the bond not be renewed unless a new amount is

accepted by the developer. Mrs. Fritz has been notified regarding the change in the standards for the bond. Mr. Koder outlined the various options for the Planning Commission to approve with a one year extension to call the bond prior to its expiration date of October 20, 2012 to approve the extension with a new amount of \$19, 512 contingent that this would be the final extension of the bond or to approve the extension with no new amount and no contingency. Mr. Koder recommended that we approve the extension with the new amount and the contingency that this be the final year for this specific bond. After some discussion from the Planning Commission regarding the length of the bond from conception there was no official action taken.

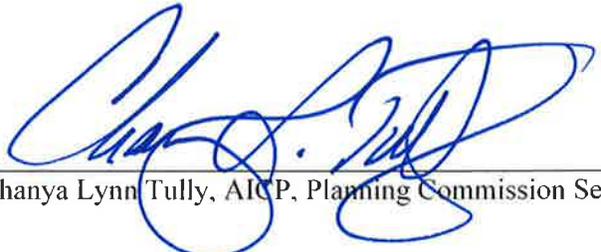
The Planning Commission heard a presentation regarding Edinburgh Phase 2e Subdivision, (12-201-00044 and 12-103-00004) located off Rock Springs Road and Edinburgh Channel Road. Mr. Forrest Koder presented the request stating the Phase 2e subdivision plat is requesting final approval with a bond. The bond amount is estimated at \$161,400. All of the requirements for the subdivision ordinance have been met and staff is recommending approval of the request subject to receipt of the bond for the stated amount. After little discussion, there was no action taken.

The Planning Commission heard a presentation regarding Edinburgh Phase 2f Subdivision, (12-201-00045 and 12-301-00005). Mr. Forrest Koder presented the request off Rock Springs Road and Edinburgh Channel Road for final plat approval subject to receipt of a bond in the amount of \$161,400. The Phases 2e and 2f Subdivision have been bonded together. Staff stated that all regulations and requirements for the subdivision ordinance have been met and no variances have been requested. After little discussion, there was no official action taken. The Planning Commission did request that the Edinburgh Phases 2e and 2f Subdivisions be placed on the consent agenda for the September 20, 2012 meeting.

Mrs. Tully presented items of other business for the Planning Commission's review and no official action was taken.

There being no further changes to the Agenda and no additional discussion, the Work Session was closed at approximately 12:30 p.m.

Respectfully Submitted,



Chanya Lynn Tully, AICP, Planning Commission Secretary