

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

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

November 12, 2012

12:00 Noon

Members Present

Colette George, Vice-Chairman
Alderman Mike McIntire
Mark Selby
“Buzzy” Breeding
George Coleman
Jim Lewis

Members Absent

Dennis Ward, Chairman
Hoyt Denton
David Stauffer

Staff Present

Lynn Tully
Forrest Koder
Karen Combs
Ken Weems
Hank Clabaugh
Chris Alley
Michael Thompson

Visitor’s List

At 12:00 p.m., the meeting was called to order by Lynn Tully. Mrs. Tully made the announcement welcoming Mr. Mark Selby to the Commission; Mr. Selby is one of our new county representatives on the Commission and comes to us with previous Planning Commission experience. Mrs. Tully also announced that new code copies for the zoning code to be available at Thursday evening’s meeting.

Mrs. Tully presented a letter from Mrs. Ambre Torbett regarding a subdivision plat within our Urban Growth Boundary but outside the City limits. The request is to consider a text amendment pertaining to nonconforming lots and subdivision of same. There was much discussion amongst the Commission regarding the current circumstances of the parcel which led to the request as well as similar parcels and areas found in the County and heard by the Planning Commission previously. Mrs. Tully asked that the Commission consider the request and we would discuss it further at the regular meeting on Thursday evening.

Mrs. Tully presented the tentative agenda for November 15, 2012 meeting of the Planning Commission for discussion. Mrs. Tully requested changes for the minutes of the October 15, 2012 work session and October 18, 2012 regular meeting for the Kingsport Regional Planning Commission. There being no changes to the minutes, the minutes will be submitted as complete during the regular meeting on November 15, 2012.

CONSENT AGENDA

11-01 - St. Andrews Garth – Phase 1 – Irrevocable Letter of Credit (ILOC) – (11-103-00001). The Planning Commission heard a presentation from Mr. Forrest Koder regarding the letter of credit for St. Andrews Garth Subdivision – Phase 1. The development is located on Rock Springs Road and a bond is outstanding in the amount of \$47,700 as established by the Engineering dept. previously. Staff noted that the extension being requested would be recommended based on the condition that this would be the last extension for this phase of the development. Based on discussions with the property owners, Phase II of the development is pending and upon completion of Phase I. Staff noted that two motions will be made for the item, one with the conditions as stated above and the second to call the item if necessary as no new bond is submitted. Based on the recommendation of two motions Mrs. Tully asked to remove the item from the consent agenda and place as the first item under new business. There was little discussion from the Planning Commission and no official action was taken.

11-02 - Polo Fields – McMurray Phase – Amended Final for 8 Units – (12-103-00007). Mr. Forrest Koder presented the Polo Fields development located off Rock Springs Road noting that the change is to remove the units from the approved plan and introduce lots in their stead. No density changes have been proposed at this time and all driveway accesses are included as per the original approved plan. After some discussion regarding the project layout and the project approvals for pedestrian mobility, there was no official action taken on this item.

11-03 Chase Meadows – Phase 3 – Final – (12-103-00006). The Planning Commission heard a presentation from Mr. Forrest Koder regarding Phase 3 of the Chase Meadows Subdivision. Mr. Koder noted that a small bond in the amount of \$5,300 remains from the previous phases for completion of the approved pedestrian mobility pathway. Staff stated that the recommendation for final planned development approval for Phase 3 is contingent on a new bond in the amount to cover the new Phase 3 as well as the previous outstanding letter of credit amount. The total bond being requested is \$74,571.53. Mr. Koder further noted that this phase is in compliance with the preliminary plan and meets all other subdivision criteria. After little discussion, the Planning Commission took no official action.

UNFINISHED BUSINESS

None

NEW BUSINESS

11-04 Harmony Ridge Subdivision - Irrevocable Letter of Credit (ILOC) – (10-201-00010). Mr. Forrest Koder presented the Harmony Ridge Subdivision request for extension of the ILOC for the Harmony Ridge Development. Mr. Koder noted that this extension has several issues. In particular, the bond itself has been in place for more than four years and the most recent extension was given with several stipulations. Those stipulations were partially complied with. Mr. Alley noted that the bond amount is currently significantly out of date and should be revised to include more current cost estimates. He noted that the developer made an attempt to correct deficiencies within the site for erosion control and those corrections have only been partially successful. Staff noted that the expiration date for the bond is in December 2012 however, it is prior to the December regular meeting of the Planning Commission therefore they are hearing it now. Mr. Koder asked that the Planning Commission be aware that a new report would be forthcoming on Thursday evening prior to the start of the meeting with a new bond amount being estimated at that time based on current costs. In addition, staff expects to set completion deadlines for the work to be done as a condition of the extension. After much discussion from the Planning Commission regarding the potential success of the project and causes for the extended length of the bond, there was no official action taken.

11-05 North Kingsport Area 1 – Annexation, Zoning, and Plan of Services – (12-301-00014). Mr. Ken Weems presented the request of annexation from petitioners within the Bell Ridge Road area. Mr. Weems noted that approximately three families are involved in the annexation area and that the area is part of a future growth area identified by the most recent annexation presentation to the Board of Mayor and Aldermen. There was much discussion regarding the history of this particular area regarding annexation and the actions and recommendations of the Board and Planning Commission in recent years. It was noted that this annexation is being considered per the petition and no additional properties have been included in the annexation request. Mr. Weems noted that according to the annexation presentation this is a small portion of an area which will be considered for annexation in larger part for the next five years. There was much discussion regarding the annexation area being considered and potential changes to that area as well as the plan of services. It was suggested that a revised plan of services be presented if the petitioners are amenable which would allow a change in the sewer delivery date for those specific parcels; thus reducing the cost of the overall annexation. Mr. Weems stated that he would contact the petitioners and offer that option and proceed if those petitioners are amenable. There being no additional discussion, no official actions were taken.

11-06 and 11-07 rezoning along Union Street - Tourist Accommodation (TA) Districts – (12-101-00010 and 12-201-00011). Mrs. Tully asked if these two items could be presented together due to their proximity and similarity of condition and for the convenience of the Planning Commission. Mrs. Karen Combs presented the rezoning request from TA to R-3 and B-3 zoning districts. Mrs. Combs stated the parcels exhibit characteristics which are incongruous with the new TA/C zoning District as it's currently written. She noted the existing uses on each site as well and that those uses are accommodated within the proposed zoning district. After some discussion, the Planning Commission took no official action.

11-08 – Tourist Accommodation (TA) Districts along W. Stone Drive at the Lynn Garden Intersection – (12-101-00012). Mrs. Karen Combs presented the parcels at the W. Stone Drive / Lynn Garden intersection currently zoned TA for rezoning to B-3 zoning districts. Similarly to the last presentation, the properties appear to be out of compliance with the new TA zoning district and the B-3 zoning district would be in accordance with the current uses and sizes of the properties. Mrs. Combs presented the existing conditions on the sites as well as the rationale for the change. Mrs. Combs recommended the change to B-3 in order to bring the properties into compliance with current zoning regulations. After little discussion, there was no official action taken.

11-09 -Stewart Taylor Properties – Rezoning – (12-101-00009). Mr. Forrest Koder presented a request from Stewart Taylor Properties to rezone properties from B-3, B-4P, R-3, and A-1 and M-1R to TA/C, to accommodate proposed shopping center development within that area. Mr. Koder stated that approximately 335 acres are being requested for rezoning to the new TA/C zoning district. He further noted the parcels have an ongoing road project in the vicinity and are included within the Gateway Zoning Overlay District. Mr. Ken Weems presented the conceptual zoning development plan for the site which includes a variety of retail, strip, and single big-box uses as well as new roadways and a realigned Ford Town Road. Mr. Weems also noted the proposed use of signage is in accordance with the staff's current new draft of the TA signage regulations. There being some discussion regarding the concept plan and new zoning requirements, the Planning Commission took no official action on this item.

11-10 Edinburgh Subdivision – Phase 4 – Preliminary Plan – (12-201-00053). Mr. Forrest Koder presented the preliminary plan for the Phase 4 Edinburgh Subdivision to the Planning Commission. He noted that the new phase will have a fifty foot right-of-way for the main street and a forty foot right-of-way to accommodate the houses along the cul-de-sac street which has yet to be named. No variances have been requested for this phase of the development and the Phase 4 project meets the current subdivision regulations. There was some discussion amongst staff and the Planning Commission

regarding the open space being shown for walkways between the existing phases and the new phase. There being no additional discussion, no official action was taken.

11-11 - Corner of Millennium Drive & Shipley Ferry Road – Surplus Property – (12-601-00007).

Mrs. Karen Combs presented the potential surplus property noting that the site was originally purchased for a new fire station. Since that time additional fire station locations have been constructed which currently serve this area sufficiently. Further, she stated that all City departments have been contacted regarding the potential surplus property and none have responded indicating any need for the property. The Planning Commission asked which stations would be covering that area to which staff replied that the Memorial Drive Station 8 would be a backup and the new Rock Springs Station would also be a backup for this site. There being little discussion, no official action was taken.

Mrs. Tully presented items of other business for the Planning Commission's review – no official action was taken on those items. There being no further changes to the agenda and no additional discussion, the Work Session was closed at approximately 1:30 p.m.

Respectfully Submitted,



Chanya Lynn Tully, AICP, Planning Commission Secretary