

# KINGSPORT REGIONAL PLANNING COMMISSION

## TENTATIVE AGENDA

This meeting is an open and accessible meeting. If interested parties request special assistance or accommodations, please notify the Planning Department three (3) days in advance of the meeting.

February 18, 2016

7:00 p.m.

**I. INTRODUCTION AND RECOGNITION OF VISITORS**

**II. APPROVAL OF THE AGENDA**

**III. APPROVAL OF THE MINUTES OF THE WORK SESSION HELD ON JANUARY 25, 2016, THE REGULAR MEETING HELD ON JANUARY 28, 2016.**

**IV. CONSENT AGENDA** – Consent items are those items that have previously been brought before the Planning Commission, which have been reviewed by the Planning Commission in previous meetings or work sessions, or are minor subdivisions and final plats not requiring any variances.

**02-01 Performance Bond Reduction – Autumn Woods Subdivision Phase 3 – (16-201-00009)**

The Kingsport Regional Planning Commission is requested to approve the reduction of the Performance Bond for Autumn Woods Subdivision- Phase 3, located off Fall Creek Road. (Shepherd)

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

**02-02 Westfield Drive Rezoning – (16-101-00003)**

The Kingsport Regional Planning Commission is requested to recommend rezoning from R-1B (Residential District) to P-1 (Professional Offices District) to accommodate a professional office use in the existing on-site building. The property is located inside the corporate limits of the City of Kingsport, 13<sup>th</sup> Civil District of Sullivan County. (Weems)

**02-03 Dale Street Surplus Request– (16-401-00001)**

The Kingsport Regional Planning Commission is requested to recommend to the Kingsport Board of Mayor and Alderman that the two parcels located along Dale Street be officially designated as surplus property. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. (Montgomery)

**VII. PUBLIC COMMENT (Speakers are limited to 5 minutes per item.)**

**VIII. OTHER BUSINESS**

**02-04** Receive a letter of replat of Lots 13-15 of plat book 5 page 179, on Arch Street.

**02-05** Receive a letter of resubdivision of the Parkers Chapel Church Property, on Parker Drive.

**02-06** Receive a letter of certification final subdivision of Phase 7 of Edinburgh, on London Road.

**02-07** Receive, for informational purposes only, the January 2016 report from the Building Division.

**X. ADJOURNMENT**

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

Jimmy Walker Conference Room – Improvement Building  
201 West Market Street, Kingsport, TN 37660

January 25, 2016

12:00 noon

**Members Present**

Dennis Ward, Chairman  
Dr. Mike McIntire  
Sam Booher  
Jim Moody  
Beverley Perdue  
Phil Rickman  
Dave Stauffer  
Mark Selby

**Members Absent**

**Staff Present**

Corey Shepherd  
Curtis Montgomery  
Ken Weems  
Justin Steinmann  
Lynn Tully  
Jacob Grieb

**Visitor's**

At 12:00 p.m., Director Tully called the meeting to order. Director Tully asked if there were any changes to the tentative agenda. The Commission chose to move the Interim Chairman election to the first item under Other Business. Additionally, the Commission chose to reorder the sequence of the last three items under New Business to 01-04, 01-05, and 01-03. The revised agenda will be set for the January 28, 2016 meeting. She then asked for any changes for the minutes of the work session held December 14, 2015 and the regular meeting held December 17, 2015. With no changes requested, the minutes will be presented at the regular meeting for approval.

**IV. CONSENT AGENDA**

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

**01-01 Arch Street Rezoning – (16-101-00001)**

The Kingsport Regional Planning Commission heard a request to consider rezoning from R-4 to R-5 to accommodate an 18 dwelling unit apartment building. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. Ken Weems presented the item, stating that the request is an owner requested rezoning of 1.17 acres behind Food City near Roller Street. The property is currently zoned R-4. A text amendment in 2013 changed the density requirements from floor area ratio (FAR) to dwelling units per acre (du/a).

Staff stated that prior to the zoning text change, this proposed density would not require a rezoning. Sufficient parking area is available for all units proposed. Discussion followed regarding difference of new zoning to the original allowance. There being no further questions on the item, no official action was taken.

**01-02 City Zoning Text Amendment: Historic Zoning Commission Chairman Expedited Approvals (In-House) (15-801-00006)**

The Kingsport Regional Planning Commission heard a request to consider amending Section 114-242 to establish in-house approval procedures for the Kingsport Historic Zoning Commission. Corey Shepherd outlined the in-house approval process change vs. major change approvals that go to the HZC. All in-house approvals are included in each monthly packet for transparency purposes. Staff stated this change will formally spell out the changes which further substantiate the authority of the HZC for in-house approvals. The wording has been reviewed and recommended by the City Attorney. This is a process that staff has used for many years according to the by-laws of the HZC. Staff explained the appeal process from the HZC decision. The HZC is a quasi-judicial board so appeals are to the court. There being no further discussion on the item, no official action was taken.

**01-03 B-2 Central Business District Zoning Text Amendment - (16-801-00001)**

The Kingsport Regional Planning Commission heard a request to amend Chapter 114, Article III of Kingsport's Zoning Code to better accommodate existing and proposed uses downtown. Justin Steinmann presented the item, stating that this item contains the same changes as the B2E for fenestration of offices, with options at 10%, 15% and 30%. There are exceptions for institutional uses as well – schools, government offices and others. There being no discussion on the item, no official action was taken.

**01-04 B-2 Central Business Edge District Zoning Text Amendment – (16-801-00002)**

The Kingsport Regional Planning Commission heard a request to amend Chapter 114, Article III and IV of Kingsport's Zoning Code to create the B-2E Central Business District Edge District to better accommodate existing and proposed uses on the periphery of downtown. Justin Steinmann presented the item stating this is a follow up to an April 2015 change to the B-2 District. Staff presented an outline of boundaries of the proposed district. The east area and a west area are distinctly bounded. The proposed changes allows climate –controlled storage in existing buildings only. It allows setback of 20 feet for selected uses. It lowers the fenestration requirement for retail and office uses. There will be a freestanding sign allowance for new construction. Parking will be limited by setback and other zoning requirements. Staff noted some flexibility for public space provision. Discussion included some added uses such as legal offices, educational institutions, and museums. There being no further questions on the item, no official action was taken.

**01-05 B-2E Central Business Edge District Rezoning (16-101-00002)**

The Kingsport Regional Planning Commission heard a request to consider rezoning from B-2, Central Business District to B-2E, Central Business Edge District to better accommodate existing and proposed uses in downtown. Justin Steinmann presented the item stating they are rezoning simultaneously with the zoning district creation. The boundaries include areas that are available for transition while maintaining as much of the downtown core buildings as possible. Discussion

ensued regarding enlarging the district along Press Street for existing businesses and of adding Roller Street as a separate rezoning item. Staff noted there may be some changes once redevelopment happens especially on the west side. Staff is looking at including RCAM and its expansion. There being no further discussion on the item, no official action was taken.

**VII. PUBLIC COMMENT (Speakers are limited to 5 minutes per item.)**

**VIII. OTHER BUSINESS**

- 01-06** Receive a letter of replat of Lots 36, 37, and 38 of Glenwood Heights Addition, on Virginia Ave.
- 01-07** Receive a letter of recertification of a boundary line adjustment of the property of First Bank and Trust Co. and William and Dana Cox, on Wesley St.
- 01-08** Receive a letter of certification that the abandonment of water line easement, on Lynn Garden Dr.
- 01-09** Receive a letter of division of the O'Neill Property, on Rock Springs Rd.
- 01-10** Receive a letter of replat of Lots 1 and 2, Dinsmore Estates & Michael T. Hickman Property, on Old Stage Rd.
- 01-11** Receive a letter of resubdivision of Lots 5, owned by Fort Robinson Realty Associates, on Minnich Trail.
- 01-12** Receive a letter of resubdivision of Lot 5, Block D Historic Hills and 4.59 acres, on Historic Hills Rd.
- 01-13** Receive a letter of resubdivision of Michael Clark Property, on John B. Dennis Hwy.
- 01-14** Receive a letter of resubdivision of Century Square, on Fort Henry Dr. and Lebanon Rd.
- 01-15** Receive a letter of replat of Phase 5 Lots 135, 135A, and the periphery boundary in Edinburgh on Calton Hill.
- 01-16** Receive a letter of replat of the 33.75 acre tract on, 2300 Tri-Cities Crossing.
- 01-17** **Election of Interim Chair of the Kingsport Regional Planning Commission.**
- 01-18** Receive, for informational purposes only, the December 2015 report from the Building Division.
- 01-19** Receive, for informational purposes only the 4<sup>th</sup> Quarter Comparison Report for 2014-2015.

**IX. ADJOURNMENT**

There being no further business, the meeting was adjourned at approximately 1:01 p.m.

Kingsport Regional Planning Commission  
January 25, 2016, Work Session

Respectfully Submitted,

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Chanya Lynn Tully, AICP, Planning Commission Secretary

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

City Hall Council Room  
225 West Center St., Kingsport, TN 37660

January 28, 2016

7:00 p.m.

**Members Present**

Dennis Ward, Chairman  
Sam Booher  
Dr. Mike McIntire  
John Moody  
Beverley Perdue  
Phil Rickman  
Dave Stauffer

**Members Absent**

Mark Selby

**Staff Present**

Lynn Tully  
Ken Weems  
Corey Shepherd  
Justin Steinmann

**Visitor's**

Jeannine Morris	Pat Houchens
Larry Ward	Leland Leonard
James Phillips	Harold Walker
Rupert Bland	Ron Zimmerman
Jerry Houchens	Danielle Zimmerman

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. A motion was made by Commissioner Mike McIntire seconded by Commissioner Jim Moody to approve the agenda as presented. The motion was approved unanimously, 6-0. Chairman Ward asked for any changes to the minutes of the work session held December 14, 2015. A motion was made by Commissioner Beverley Perdue seconded by Commissioner Phil Rickman to approve the minutes as presented. The motion was approved unanimously, 6-0. Chairman Ward asked for any changes to the minutes of the regular meeting held December 17, 2015. A motion was made by Commissioner Jim Moody seconded by Commissioner Mike McIntire to approve the minutes as presented. The motion was approved unanimously 6-0.

**IV. CONSENT AGENDA**

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

**01-01 Arch Street Rezoning – (16-101-00001)**

The Kingsport Regional Planning Commission heard a request to consider rezoning from R-4 to R-5 to accommodate an 18 dwelling unit apartment building. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. Ken Weems presented the item stating several parcels off Roller Street are included in the property owner's request, to include some existing apartment projects as well as the vacant property proposed for development. Similar apartment units built by the same developers already exist in the rezoning

area. A text amendment that changed density from floor area ratio to dwelling units per acre was approved during the process we have found that it is a disbenefit to developments of small apartment units on small lots. The proposed development is located on a .5 acre site. Staff is recommending the rezoning to bring all of the property into conformance with the new zoning. No calls were received by the office about the rezoning effort. Ken Weems stated the density is under the maximum allowed in an R-5 district. The public hearing was opened but then closed due to no speakers. There being no further discussion a motion was made by Mike McIntire, seconded by Dave Stauffer to recommend the item to the Kingsport Board of Mayor and Alderman. The motion passed unanimously, 6-0.

**01-02 City Zoning Text Amendment: Historic Zoning Commission Chairman Expedited Approvals (In-House) (15-801-00006)**

The Kingsport Regional Planning Commission heard a request to consider amending Section 114-242 to establish in-house approval procedures for the Kingsport Historic Zoning Commission. Corey Shepherd presented the item, stating it is for an in-house approval text amendment procedure. The current procedure for items of full approval process was outlined to the commission versus the shorter approval used for minor alterations and maintenance. History regarding the approval is that it is consistent with other areas of the state and best practices promoted by the Tennessee Historic Commission. Staff noted typical approvals for the in-house procedure are maintenance, paint in approved colors and roofs. This procedure has been used for many years and although not specifically formalized it was not out of compliance with the regulations. The change formalizes and grants specific authority to staff to conduct the in-house approvals. Staff recommends approval. Dennis Ward stated similar action is currently taken by the Planning Commission on minor subdivisions. The Public Hearing was opened but then closed due to no speakers. There being no further questions a motion was made by Mike McIntire, seconded by Buzzy Breeding to approve the item. The motion passed unanimously, 6-0.

**01-04 B-2E Central Business Edge District Zoning Text Amendment – (16-801-00002)**

The Kingsport Regional Planning Commission heard a request to amend Chapter 114, Article III and IV of Kingsport's Zoning Code to create the B-2E Central Business District Edge District to better accommodate existing and proposed uses on the periphery of downtown. Justin Steinmann presented the item pointing out the connection of the text amendment and the following rezoning item. Previously completed and updated to the current downtown zoning, in the past it was discussed and anticipated that there would be a transitional zoning area for the areas leading up to the core of the downtown. Key points for the B-2E district are new uses which include a setback of 20 feet maximum allowed and a 15 percent fenestration requirement for retail and office uses. The new district allows architectural metal as a primary material. Staff noted signs are allowed as freestanding monuments. Parking should be screened by the building, however this will be controlled by the setback requirements. There is an additional allowance for reduction in planting if public space is included. Staff recommends approval. Dennis Ward asked how does this effect current property owners in the B-2E district? Staff answered most property owners will find it more flexible than the previous zoning. Sam Booher asked how did we arrive at the limit of 12 units for parking? Staff stated it is based on the most redeveloped area in a downtown project at once. That was a maximum of 9 units so we rolled up to the 12 units for a good balance. Phil

Rickman asked if screening changes will still require screening in parking areas. Staff answered yes, there will be screening by the building. The public hearing was opened. Larry Ward asked how does this effect his lot at Unicoi and E. Main St. Mike McIntire stated it allows more options than previously therefore raising the value. Ron Zimmerman stated he wants to expand his tire business to provide some parking near the oxygen supply. He stated that staff has been great to work with and they want to continue the same style building in any new addition near Appalachian Ironworks. No other speakers were present so the public hearing was closed. There being no further discussion a motion was made by Mike McIntire seconded by Dave Stauffer to recommend the item to the Kingsport Board of Mayor and Alderman. The motion passed unanimously, 6-0.

**01-05 B-2E Central Business Edge District Rezoning (16-101-00002)**

The Kingsport Regional Planning Commission heard a request to consider rezoning from B-2, Central Business District to B-2E, Central Business Edge District to better accommodate existing and proposed uses in downtown. Justin Steinmann presented the item stating it is in concert with the previous action. This includes approximately 86.88 acres in the far reaches of downtown. The southeast area includes most of Sullivan Street to Center Street and all that is encompassed by the south side of Center to Wexler and Main Streets. West end areas include the Press and Food City developments and the Academic Village. Staff sent 320+ zoning letters and several phone calls have been received. There was one request to consider including property at Revere Street in the new zone. Beverley Perdue asked if staff is going to add the property on Revere Street? Mike McIntire stated he hoped that we would consider separately adding some of the property on Press Street, Revere and Pal's Way. Staff is expecting a portion of those areas to redevelop in a more urban fashion. Justin Steinmann stated if we don't see any changes after the Bray development happens then we may reconsider. Sam Booher asked what is the parking behind Food City? Mike McIntire stated the parking is for ETSU facility which has been recently paved. The public hearing was opened but then closed due to no speakers. There being no further discussion a motion was made by Beverley Perdue seconded by Mike McIntire to recommend the item to the Kingsport Board of Mayor and Alderman. The motion passed unanimously, 6-0.

**01-03 B-2 Central Business District Zoning Text Amendment - (16-801-00001)**

The Kingsport Regional Planning Commission heard a request to approve an ordinance amending Ordinance 6475, the B-2 Central Business District, to better accommodate existing and proposed uses downtown. Justin Steinmann presented the item referencing the ordinance vs. the code as it has not been recodified since adoption in April 2015. Staff noted changes include a clarification of the permitted and prohibited uses, reducing the fenestration requirement for office uses from 30% to 15%, clarify when the fenestration requirements apply, and others to be compatible with the B-2E district. Staff recommends approval of the changes. The public hearing was opened and then closed due to no speaker. There being no further discussion a motion was made by Sam Booher seconded by Phil Rickman to recommend the item to the Kingsport Board of Mayor and Alderman. The motion passes 6-0-1, Dennis Ward abstained.

**VII. PUBLIC COMMENT (Speakers are limited to 5 minutes per item.)**

**VIII. OTHER BUSINESS**

**01-17 Election of Interim Chair of the Kingsport Regional Planning Commission.**

Beverley Perdue stated on behalf of the nominating committee she would recommend Mike McIntire for Interim Chair for a maximum of one year and Sam Booher for Vice Chair. There being no discussion a motion was made by Beverley Perdue seconded by Dave Stauffer to elect. The motion passed unanimously, 6-0.

- 01-06** Receive a letter of replat of Lots 36, 37, and 38 of Glenwood Heights Addition, on Virginia Ave.
- 01-07** Receive a letter of recertification of a boundary line adjustment of the property of First Bank and Trust Co. and William and Dana Cox, on Wesley St.
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- 01-16** Receive a letter of replat of the 33.75 acre tract on, 2300 Tri-Cities Crossing.
- 01-18** Receive, for informational purposes only, the December 2015 report from the Building Division.
- 01-19** Receive, for informational purposes only the 4<sup>th</sup> Quarter Comparison Report for 2014-2015.

**IX. ADJOURNMENT**

Kingsport Regional Planning Commission  
January 28, 2016, Regular Meeting

There being no further business, a motion was made by Mike McIntire and seconded by Beverley Perdue to adjourn the meeting at approximately 8:00 pm. This motion passed unanimously, 6-0.

Respectfully Submitted,

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Chanya Lynn Tully, AICP, Planning Commission Secretary

# Memorandum

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**To:** Kingsport Regional Planning Commission  
**From:** Corey Shepherd, Planning Division  
**Date:** 2/8/2016  
**Re:** Performance Bond Reduction – Autumn Woods Subdivision – Phase  
3  
**Case:** 16-201-0009

The Kingsport Regional Planning Commission is requested to approve the reduction of the Performance Bond for Autumn Woods Subdivision – Phase 3, located off of Fall Creek Road, drawn on Lexon Insurance Company to the new amount of \$29,610. This is the second bond reduction for Autumn Woods Phase 3 with the last reduction occurring last May. Engineering has inspected the installed improvements and has agreed to reduce the existing \$108,760 bond to a new amount. Specifically, the installation of a water quality basin, as-built drawings, and the construction of approximately 1,000 square feet of sidewalk remain.

Staff supports the recommendation to accept the reduced amount for infrastructure improvements. Should the Kingsport Regional Planning Commission approve the reduction, staff will secure a new bond and return the previous one.

February 8, 2016





**Kingsport Regional Planning Commission**  
**Rezoning Report**

File Number 16-101-00003

**Westfield Drive Rezoning**

<b>Property Information</b>			
<b>Address</b>		252 Westfield Drive, Kingsport, TN 37664	
<b>Tax Map, Group, Parcel</b>		Map 105, parcel 93	
<b>Civil District</b>		13	
<b>Overlay District</b>		Gateway	
<b>Land Use Designation</b>		Retail	
<b>Acres</b>		2.5 acres +/-	
<b>Existing Use</b>		<b>Existing Zoning</b>	R-1B
<b>Proposed Use</b>		<b>Proposed Zoning</b>	P-1
<b>Owner /Applicant Information</b>			
<b>Name:</b> City of Kingsport <b>Address:</b> 225 W. Center St. <b>City:</b> Kingsport <b>State:</b> TN <b>Zip Code:</b> 37660 <b>Phone:</b> (423) 229-9485		<b>Intent:</b> <i>To rezone from R-1B (Residential District) to P-1 (Professional Offices District) to accommodate a professional office use in the existing on-site building.</i>	
<b>Planning Department Recommendation</b>			
<p>The Kingsport Planning Division recommends approval for the following reasons:</p> <ul style="list-style-type: none"> <li>This parcel was annexed in 2009 as part of the Rock Springs Area 6 annexation and assigned an R-1B zone in the process. Prior to annexation this parcel held a County B-1 (neighborhood business) zoning designation. This rezoning action is staff-initiated in an effort to restore a business zone that is more consistent with the previously held county zone (prior to annexation).</li> <li>The rezoning proposal is consistent with the future land use plan (retail use).</li> </ul> <p><b>Staff Field Notes and General Comments:</b></p> <ul style="list-style-type: none"> <li>The rezoning site contains a structure that operated as a day care facility until November, 2014.</li> <li>Ingress/egress to the rezoning site will be from Westfield Drive.</li> <li>As of February 8, 2016, the Planning Department has not received any public comment about the rezoning effort.</li> <li>The property owners are currently trying to sell the property to someone interested in a professional office use for the building.</li> </ul>			
<b>Planner:</b>	Ken Weems	<b>Date:</b>	February 8, 2016
<b>Planning Commission Action</b>		<b>Meeting Date:</b>	<b>February 18, 2016</b>
<b>Approval:</b>			
<b>Denial:</b>		<b>Reason for Denial:</b>	
<b>Deferred:</b>		<b>Reason for Deferral:</b>	

**PROPERTY INFORMATION**

<b>ADDRESS</b>	252 Westfield Dr., Kingsport, TN 37664
<b>DISTRICT</b>	13
<b>OVERLAY DISTRICT</b>	Gateway
<b>EXISTING ZONING</b>	R-1B (Residential District)
<b>PROPOSED ZONING</b>	P-1 (Professional Offices District)
<b>ACRES</b>	2.5 +/-
<b>EXISTING USE</b>	former day care facility
<b>PROPOSED USE</b>	professional office

**PETITIONER**

**ADDRESS**                    **225 W. Center St., Kingsport, TN 37660**

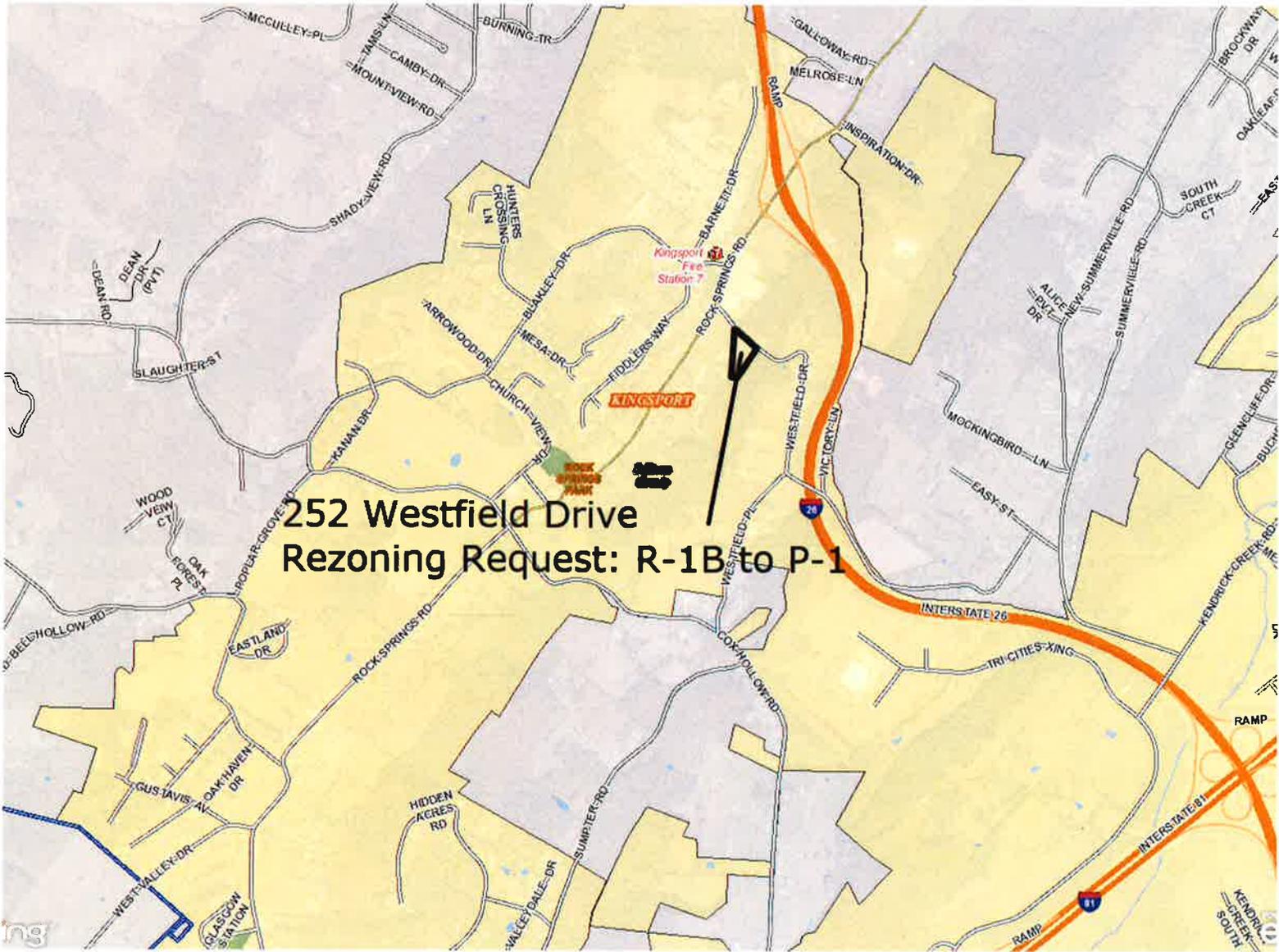
**REPRESENTATIVE**

**PHONE**                      **(423) 229-9485**

**INTENT**

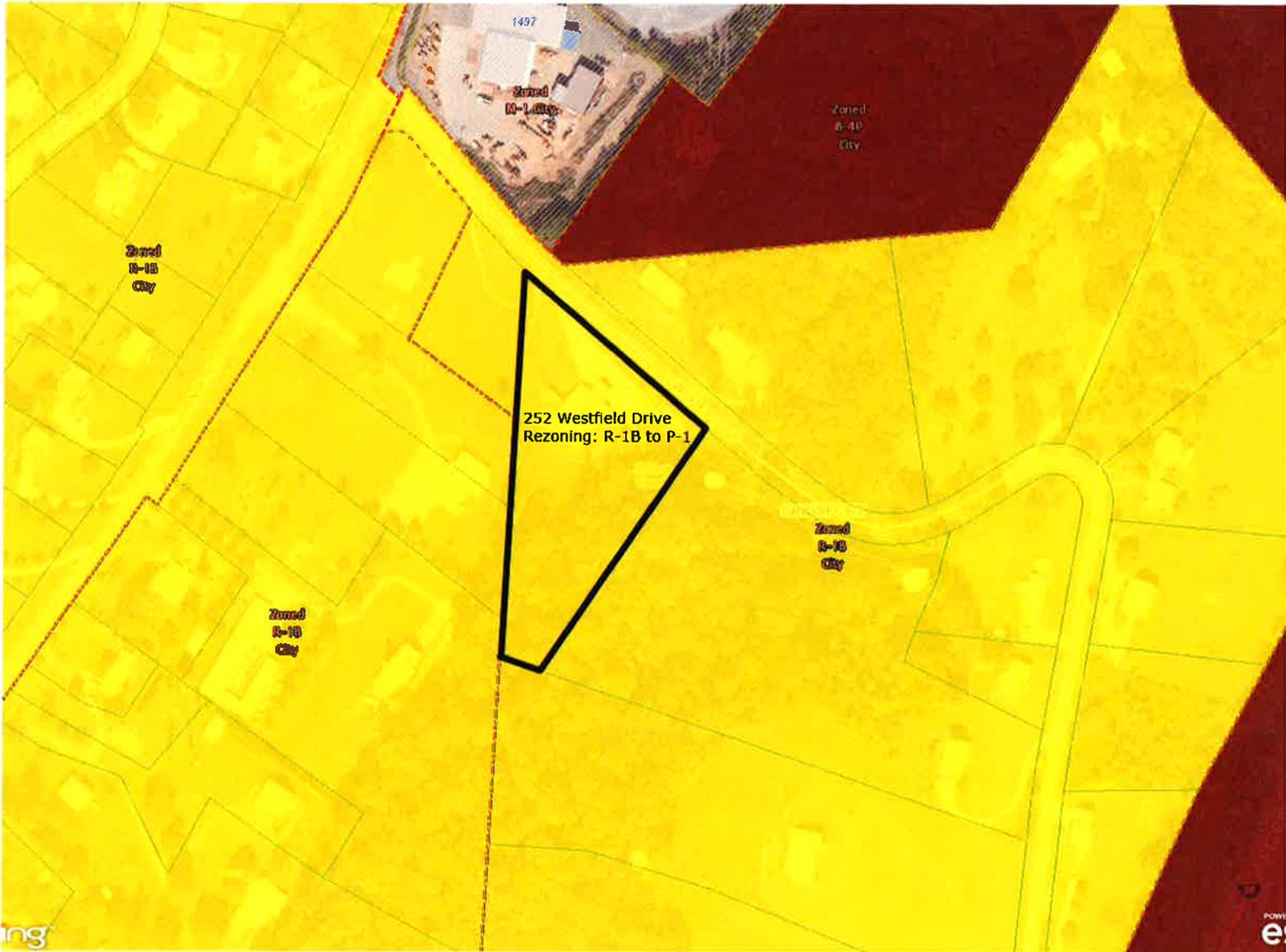
*To rezone from R-1B (Residential District) to P-1 (Professional Offices District) to accommodate a professional office use in the existing on-site building.*

Vicinity Map



252 Westfield Drive  
Rezoning Request: R-1B to P-1

Surrounding Zoning Map



Future Land Use Plan 2030



Aerial



North View (Toward Westfield Drive)



South View



**East View**



**West View (Toward Rock Springs Road)**



Existing Uses Location Map



**Kingsport Regional Planning Commission**  
**Rezoning Report**

File Number 16-101-00003

**Existing Uses Information Chart**

<b>Location</b>	<b>Parcel / Zoning Petition</b>	<b>Zoning / Name</b>	<b>History Zoning Action Variance Action</b>
North, East, Northwest	<b>1</b>	<u>Zone: City R-1B</u> Use: church	Annexed in 2009 as part of the Rock Springs Area 6 Annexation
Further North and Northwest	<b>2</b>	<u>Zone: City M-1</u> Use: heavy equipment rental	Annexed in 1992 as part of the Rock Springs Annexation
East	<b>3</b>	<u>Zone: City R-1B</u> Use: single family	Annexed in 2009 as part of the Rock Springs Area 6 Annexation
Further East	<b>4</b>	<u>Zone: City R-1B</u> Use: single family	Annexed in 2009 as part of the Rock Springs Area 6 Annexation
Southeast and South	<b>5</b>	<u>Zone: City R-1B</u> Use: single family	Annexed in 2009 as part of the Rock Springs Area 6 Annexation
Further South	<b>6</b>	<u>Zone: City R-1B</u> Use: single family	Annexed in 2009 as part of the Rock Springs Area 1 Annexation
West	<b>7</b>	<u>Zone: City R-1B</u> Use: church	Annexed in 2009 as part of the Rock Springs Area 1 Annexation

**Standards of Review**

Planning Staff shall, with respect to each zoning application, investigate and make a recommendation with respect to factors 1 through 10, below, as well as any other factors it may find relevant.

1. **Whether or not the proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property?** The proposal will permit a use that is suitable with adjacent property. The site contains a building that is designed for commercial use and has been used for commercial use for some time.
2. **Whether or not the proposal will adversely affect the existing use or usability of adjacent or nearby property?** The adjacent and nearby property will not be adversely affected by the proposal. The site is buffered from adjacent residential use by steep topography and existing hardwood forest.
3. **Whether the property to be affected by the proposal has a reasonable economic use as currently zoned?** The property has a reasonable economic use as currently zoned. There is also a reasonable economic use for the proposed zone and future professional office use.
4. **Whether the proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities or schools?** The proposal will cause no additional impact.
5. **Whether the proposal is in conformity with the policies and intent of the land use plan?**

**Proposed use:** future professional office

**The Future Land Use Plan Map recommends** Retail use

6. **Whether there are other existing or changed conditions affecting the use and development of the property which gives supporting grounds for either approval or disapproval of the proposal?** The existing conditions support approval of the proposed rezoning.
7. **Whether the zoning proposal will permit a use which can be considered environmentally adverse to the natural resources, environment and citizens of the City of Kingsport?** There are no adverse uses proposed. Any future commercial proposals will be evaluated for the potential of adverse environmental issues.

8. **Whether the change will create an isolated district unrelated to similar districts:** The change will be an appropriate transition zone from adjacent industrial and high intensity commercial zone. The proposed P-1 zone will further the Future Land Use Plan as well.
9. **Whether the present district boundaries are illogically drawn in relation to existing conditions?** The present district boundaries are logically drawn.
10. **Whether the change will constitute a grant of special privilege to an individual as contrasted to the general welfare?** The change will not allow a special privilege to an individual as contrasted to the general welfare. The rezoning will permit furtherance of the Future Land Use Plan 2030.

### CONCLUSION

Staff recommends APPROVAL to rezone from R-1B to P-1. The proposed P-1 zone is consistent with the future land use plan as a retail use.

**MEMORANDUM**

**TO:** Kingsport Regional Planning Commission  
**FROM:** Curtis Montgomery, Planner  
**DATE:** February 1, 2016  
**SUBJECT:** Dale Street Surplus Request  
**PROJECT #:** 16-401-00001

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**INTRODUCTION**

The Commission is requested to recommend to the Kingsport Board of Mayor and Alderman that two parcels located along Dale Street be officially designated as surplus property. These parcels are located within the 11<sup>th</sup> Civil District.

**PRESENTATION**

The owner of Lot 3 (below) has requested that the City of Kingsport abandon 918 Dale Street and 926 Dale Street to facilitate the future expansion of his property on Lot 3. These two parcels were acquired in 2010 as tax defaulted properties. The subject properties to be surplus do meet the minimum subdivision requirements. Thus, they will require an appraisal for public auction. All City departments reviewed the surplus request and staff sees no future use for this property.

Under TCA 13-4-104, the Kingsport Regional Planning Commission is required to designate City owned property as surplus before the City can dispose of the property. The Planning Commission is asked to deem this property surplus for the purpose of returning this property back to private ownership.

**OPTIONS**

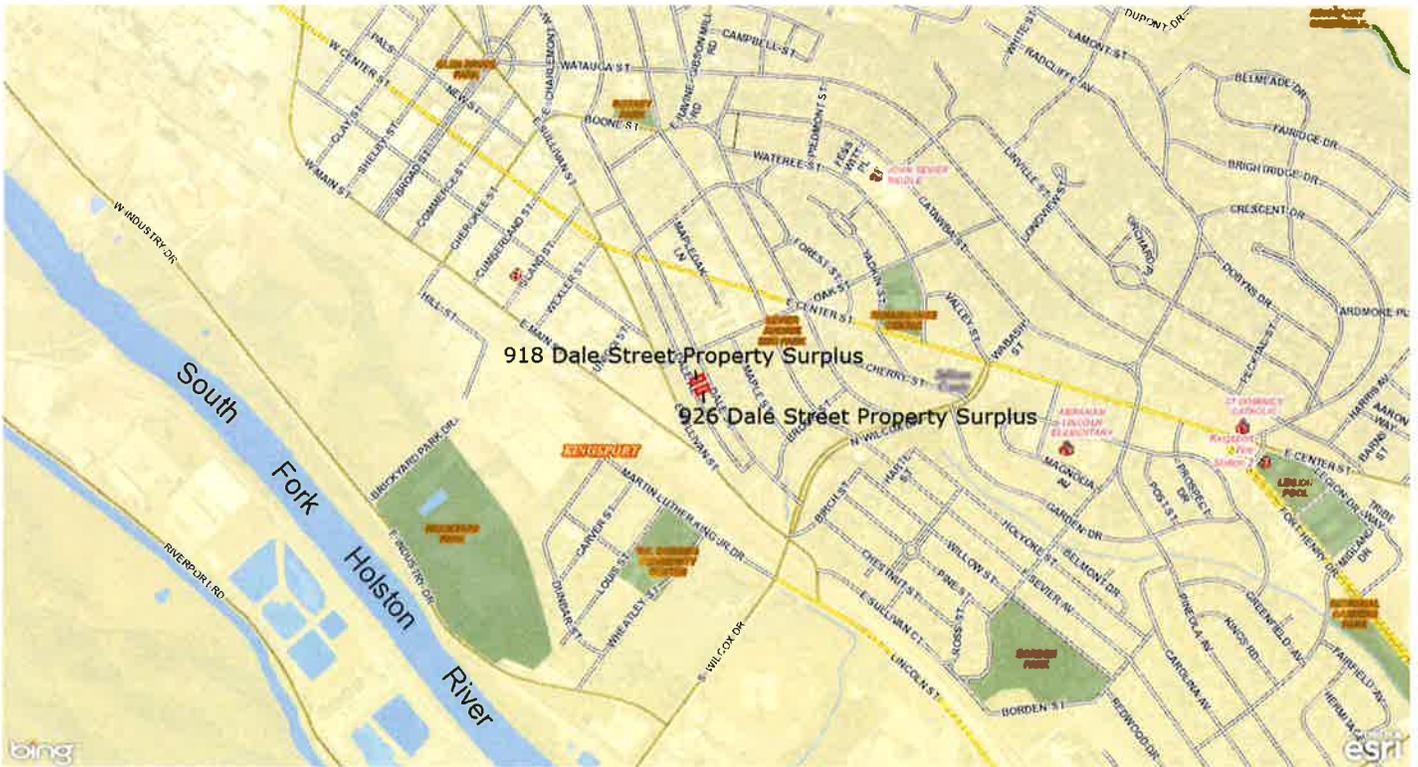
The Planning Commission's Options are as follows:

1. Declare subject parcels as surplus, and recommend its abandonment and subsequent sale as requested to the Kingsport Board of Mayor & Aldermen.
2. Determine it is not in the best interest of the City of Kingsport to recommend this abandonment.
3. Postpone action pending receipt of additional information.

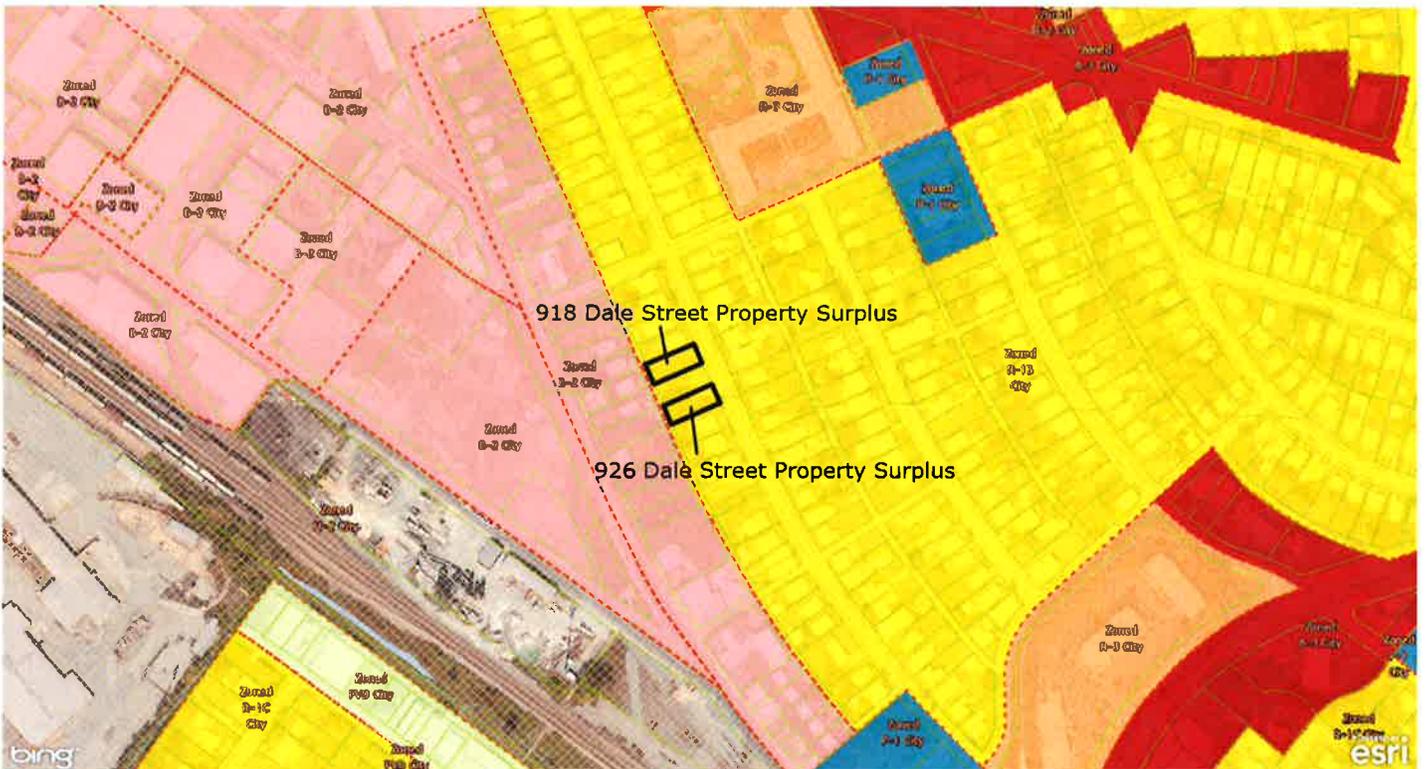
**RECOMMENDATION**

Staff recommends Option 1 as City staff sees no future use for this property.

### Vicinity Map



### Zoning Map



Aerial Lot View





## CITY OF KINGSPORT, TENNESSEE

January 28, 2016,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that the replat of Lots 13-15 of plat book 5 page 179, on Arch Street, surveyed by Charles T. Johnson of TN. Professional Surveying, Inc., RLS, meets the Minimum Standards for Subdivision Development of Major Subdivision Within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

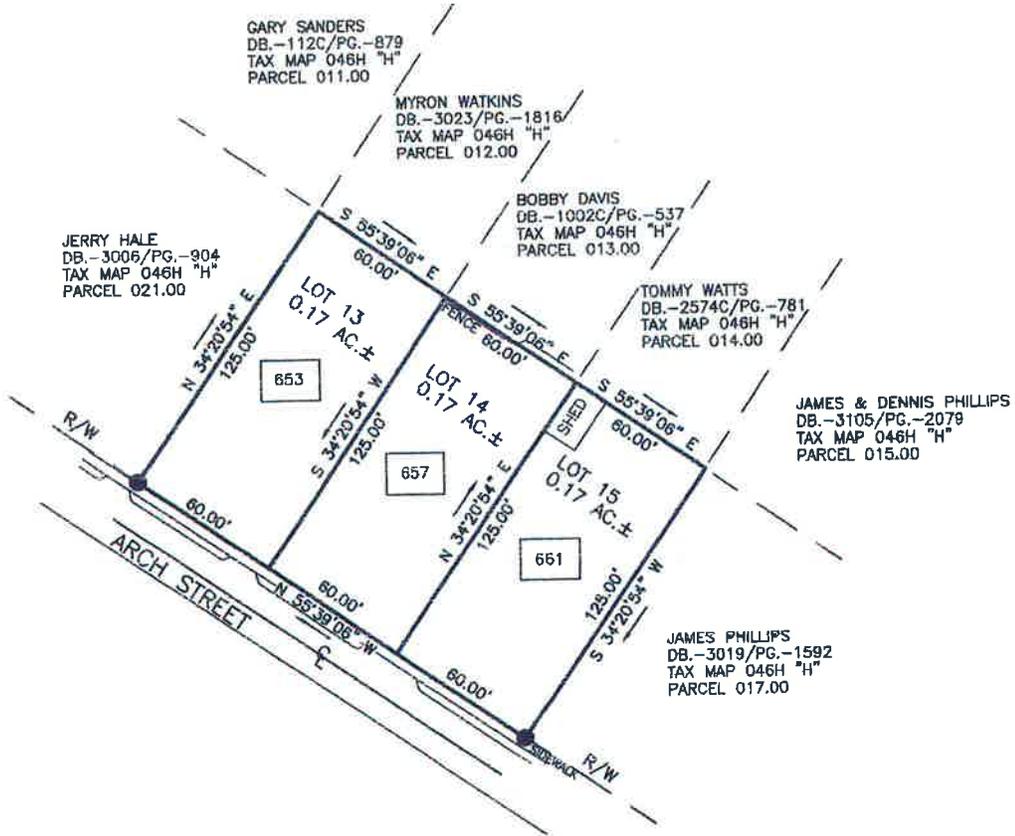
Sincerely,

Chanya L. Tully  
Development Services Director

C: Kingsport Regional Planning Commission



MAGNETIC NORTH



**FLOOD NOTE:** By graphic plotting only, this property is in Zone(e) of the Flood Insurance Rate Map, Community Panel No. 47163C0040D, which bears an effective date of 09-29-2006 and is not in a Special Flood Hazard Area.

01/27/2016 - 04:10:46 PM  
16001317

1 PGS:AL-PLAT BATCH: 102643  
PLAT BOOK: P65  
PAGE: 262-262

REC FEE	15.00
DP FEE	2.00
ARC FEE	0.00
<b>TOTAL</b>	<b>17.00</b>

STATE OF TENNESSEE, SULLIVAN COUNTY  
**SHEENA R TINSLEY**  
REGISTER OF DEEDS

**CERTIFICATE OF THE APPROVAL FOR 911-STREET ASSIGNMENT**

I HEREBY CERTIFY THAT THE ADDRESSES, AS NOTED ON THE FINAL PLAT, ARE APPROVED AS ASSIGNED.

DATED: 1-12-16

Sheena R Tinsley  
CITY GIS DIVISION OR SULLIVAN COUNTY DIRECTOR OF 911 ADDRESSING OR HIS/HER AUTHORIZED REPRESENTATIVE

---

**CERTIFICATE OF THE APPROVAL OF SEWERAGE SYSTEMS**

I HEREBY CERTIFY THAT THE SEWERAGE DISPOSAL SYSTEM INSTALLED, OR PROPOSED FOR INSTALLATION, FULLY MEET THE REQUIREMENTS OF THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION, AND IS HEREBY APPROVED AS SHOWN.

DATED: 1-12-16

Sheena R Tinsley  
TENNESSEE DEPARTMENT OF ENVIRONMENT & CONSERVATION  
KINGSPORT AUTHORIZING AGENT

**CERTIFICATE OF APPROVAL OF STREET LIGHTING SYSTEM**

I HEREBY CERTIFY THAT THE STREET LIGHT SYSTEM DESIGNED FOR THIS SUBDIVISION COMPLIES WITH THE CITY OF KINGSPORT'S POLICIES ON BOWDWAY LIGHTING WITHIN THE CITY OF KINGSPORT, AND ANY REQUIRED CHARGES FOR THE PURCHASE AND INSTALLATION HAVE BEEN MET.

DATED: \_\_\_\_\_

\_\_\_\_\_  
TRAFFIC ENGINEERING MANAGER

BEFORE

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

(WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THE (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY(OUR) FREE CONSENT, ESTABLISH THE BUILDING LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATED: 1/27

**CERTIFICATE OF ACCURACY**

I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON IS A TRUE AND CORRECT SURVEY TO THE ACCURACY REQUIRED BY THE KINGSPORT REGIONAL PLANNING COMMISSION AND THAT THE MONUMENTS HAVE BEEN PLACED AS SHOWN HEREON.

17 70 15

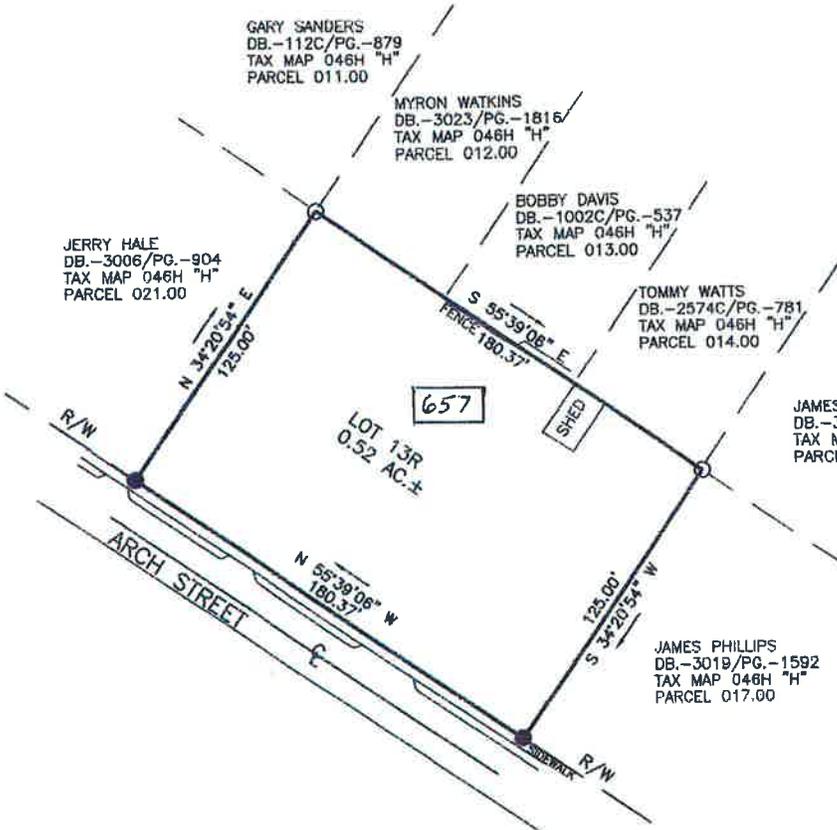
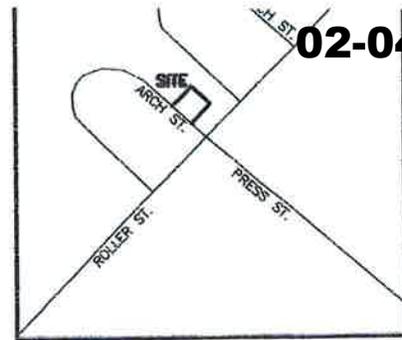
**CERTIFICATION OF THE APPROVAL OF STREETS AND STORMWATER SYSTEMS**

I HEREBY CERTIFY: (1) THAT CONSTRUCTION PLANS HAVE BEEN APPROVED (2) THAT STREETS AND STORM WATER SYSTEMS HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO THE SPECIFICATIONS (3) ADEQUATE RIGHTS-OF-WAY DEDICATION UPON AN EXISTING PUBLIC ROAD SHALL SERVE THESE LOTS AS PROPOSED.

**CERTIFICATE OF APPROVAL**

I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON FULLY MEETS THE REQUIREMENTS OF THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION AND IS HEREBY APPROVED AS SHOWN.

DATED: 1-12-16



**LEGEND**

- IRON PIN SET
- IRON PIN FOUND
- × POINT ON RIGHT-OF-WAY

**MISCELLANEOUS NOTES:**

THE BUILDING SET-BACK LINES SHALL BE AS PER THE PARTICULAR ZONING ORDINANCE IN EFFECT UPON THE SUBJECT PROPERTY.

THIS SURVEY SUBJECT TO ANY AND ALL EASEMENTS, COVENANTS, OR RESTRICTIONS EITHER WRITTEN OR UNWRITTEN.

THE SEPTIC PERMIT WAS ISSUED TO \_\_\_\_\_ DATED \_\_\_\_\_

THIS SITE RECEIVES WATER FROM \_\_\_\_\_ UTILITY DISTRICT.



SURVEY BY: CHARLES T. JOHNSON  
 NUMBER: 1555  
 PROJECT: 15204  
 DATE: 11-30-2015

I HEREBY CERTIFY THAT THIS IS A CATEGORY I SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS 1:10000 AS SHOWN HEREON.

**PROPERTY REFERENCE:**

- JAMES PHILLIPS TAX MAP 046H "H" PARCEL 018.00 DB.-3146/P.G.-2100
- ZINCANES TN GENERAL PART. TAX MAP 046H "H" PARCEL 019.00 DB.-2158/P.G.-1151
- ZINCANES TN GENERAL PART. TAX MAP 046H "H" PARCEL 020.00 DB.-2158/P.G.-1154

**PSI** TN. PROFESSIONAL SURVEYING INC.

HWY 107 JONESBOROUGH, TN. (423)753-8857

WATER SYSTEMS  WATER UTILITY INSTALLATION, FEES, AND IS	<b>CERTIFICATE OF APPROVAL FOR RECORDING</b>  I HEREBY CERTIFY THAT THE SUBMISSION PLAT SHOWN HERE HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS FOR KINGSFORT, TENNESSEE, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE KINGSFORT REGIONAL PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGISTRAR. IF REQUIRED, A SURETY BOND IN THE AMOUNT OF \$ _____ WAS POSTED WITH THE KINGSFORT REGIONAL PLANNING COMMISSION TO ASSURE COMPLETION OF ALL REQUIRED IMPROVEMENTS IN CASE OF DEFAULT.  _____ 3/13/14
---	--

<b>KINGSFORT REGIONAL PLANNING COMMISSION</b>	
<b>CITY OF KINGSFORT</b>	
<b>REPLAT OF LOTS 13-15 PLAT BOOK 5 PAGE 179</b>	
TOTAL ACRES <u>0.52</u>	TOTAL LOTS <u>1</u>
ACRES NEW ROAD <u>0</u>	MILES NEW ROAD <u>0</u>
COUNTY <u>SULLIVAN</u>	CIVIL DISTRICT _____
SURVEYOR <u>CHARLES T. JOHNSON</u>	CLOSURE ERROR <u>1-10000</u>

50' 100'



## CITY OF KINGSPORT, TENNESSEE

January 28, 2016,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that resubdivision of the Parkers Chapel Church Property, on Parker Drive, surveyed by Jonathan Willis of Willis Surveying, RLS, meets the Minimum Standards for Subdivision Development of Major Subdivision Within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

Sincerely,



Chanya L. Tully  
Development Services Director

C: Kingsport Regional Planning Commission







## CITY OF KINGSPORT, TENNESSEE

January 28, 2016,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that Phase 7 of Edinburgh, on London Road, surveyed by David B. Hill of Barge Waggoner Sumner & Cannon, Inc., RLS, meets the Minimum Standards for Subdivision Development of Major Subdivision Within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

Sincerely,

Chanya L. Tully  
Development Services Director

C: Kingsport Regional Planning Commission





Building Division Monthly Report  
January 2016

<u>RESIDENTIAL PERMITS</u>	<u>COUNT</u>	<u>CONSTRUCTION COST</u>
ACCESSORY STRUCTURES	6	\$93,700
ADDITIONS	4	\$199,192
ALTERATIONS	2	\$48,360
NEW CONDO		
NEW DUPLEX		
NEW GROUP HOME		
NEW MULTI-FAMILY		
NEW SINGLE-FAMILY	6	\$1,539,645
RESIDENTIAL ROOF	3	\$17,400
<u>COMMERCIAL PERMITS</u>		
ADDITIONS	1	\$300,000
ALTERATIONS	6	\$1,321,200
CHURCH RENOVATIONS		
SCHOOL RENOVATIONS		
NEW CHURCH/RELIGIOUS BUILDINGS		
COMMUNICATION TOWER	1	\$10,000
NEW HOSPITAL/INSTITUTION/NURSING HOME		
NEW HOTEL/MOTEL		
NEW INDUSTRIAL		
NEW JAILS/POST OFFICE/BARNS		
NEW PARKING GARAGE		
NEW PARKS/POOLS/DOCKS		
NEW PROFESSIONAL/MEDICAL/BANK		
NEW PUBLIC WORKS/UTILITY		
NEW RETAIL/RESTAURANT/MALL	1	\$692,000
NEW SERVICE STATION		
NEW SOCIAL/RECREATIONAL		
NEW SCHOOL/LIBRARY/MUSEUM		
NEW OTHER NON-HOUSEKEEPING SHELTERS		
GRADING	1	\$309,340
FOUNDATION ONLY		
COMMERCIAL ROOF	1	\$8,500
<b>TOTAL</b>	<b>32</b>	<b>\$4,539,337</b>
<u>OTHER MISC PERMITS</u>		
BANNERS	1	
DEMOLITIONS	1	
MOVE STRUCTURE		
SIGNS	4	
TENTS		
<b>TOTAL PERMITS ISSUED</b>	<b>38</b>	
<b>ESTIMATED CONSTRUCTION COST YEAR-TO-DATE</b>		<b>\$4,539,337</b>