

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

Jimmy Walker Conference Room  
Development Services Center  
201 W. Market Street, Kingsport, TN 37660

July 14, 2014

7:00 p.m.

**Members Present**

Dennis Ward, Chairman  
Buzzy Breeding  
Hoyt Denton, Vice Chairman  
Dr. Mike McIntire, Vice Mayor  
John Moody  
Beverly Perdue  
Dave Stauffer  
Mark Selby

**Staff Present**

Lynn Tully  
Ken Weems  
Forrest Koder  
Justin Steinmann  
Michael Thompson  
Hank Clabaugh  
Jacob Grieb

**Members Absent**

Dr. Heather Cook

**Visitor's List**

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 asked to move the Short Term annexation policy item further down the agenda to be heard before the election of officers. The change will be reflected on the final agenda for the meeting. She then asked for any changes for the minutes of the work session held June 16, 2014 and the regular meeting held June 19, 2014. There being no changes, the minutes will be presented at the regular meeting for approval.

**CONSENT AGENDA**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**07-01 Inscore Property Surplus - (14-601-00004)**

The Planning Commission considered a request to recommend to the Kingsport Board of Mayor and Alderman that property located at 1115 Highway 93 in Washington County, Tennessee, be officially designated as surplus property. The property is located outside the corporate limits of the City of Kingsport, 7<sup>th</sup> Civil District of Washington County. Corey Shepherd presented the item stating it is a unique agenda item. The property is located in Washington County and behind Fall Branch School and was acquired as part of the acquisition of the Fall Branch Utilities District infrastructure. No City leadership has found a future use for the property. There was nothing left

on the property but an old pump house. There being no further discussion, no official action was taken.

**07-03 Edinburgh Concept Plan Amendment – (14-103-00001)**

The Planning Commission considered a request for approval to amend the previously approved concept plan of 2012 for the remaining portion of the Edinburgh property. The property is located inside the corporate limits of the City of Kingsport, 15<sup>th</sup> Civil District of Sullivan County. Forrest Koder presented the item stating the surrounding zoning includes many areas of R-1B with some PD development further south. Forrest Koder told the commission the overall concept plan is being amended to move some common area to accommodate a private driveway encroachment and also included in the amendment is a change to the commercial area on the original proposal. The change moves the commercial area to an area at the northern portion of the development. There was some discussion on the basis of including the commercial area on the plan and in particular that location. It appeared that the access may come off one of the interior residential roadways. Staff noted that they would contact the developer for more information regarding the commercial location request. There being no further discussion, no official action was taken.

**07-04 Riverbend 2014 Rezoning – (14-101-00009)**

The Planning Commission considered a request for approval to rezone areas from PD to B-4P and B-4P to PD to allow for retail and restaurant use in the proposed B-4P portion and townhome, apartment, and assisted living use for the proposed PD portion. 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 the requested rezoning of approx. 14ac. and conceptual ZDP approval. Ken Weems stated the northern area is commonly known as Wal-Mart slope and is going to be included as the PD portion of the request with other changes on the south side requested for B-4P zoning to accommodate expanded commercial uses. Staff stated the proposal includes a potential city park to the south with apartments looking on to the park area. Mr. Weems told the commission the sign package proposed has smaller individual signs with two large entrance signs which are shared by all entities similar to a multi-tenant center. A PD sign will be included on Ft. Henry Drive via the rezoning of the slope to PD. Commission asked about contact and notice given to the adjoining residential properties in the area. Staff noted that those areas who participated in the recent update to the Future Land Use Plan in the area were contacted via mail and the developer has hosted public meetings on his own as well. There being no further discussion, no official action was taken.

**07-02 Short-Term Annexation Policy – (14-901-00001)**

The Planning Commission considered a request for adopting an interim annexation policy to guide decision-making, while the direction of statewide annexation legislation is determined. Justin Steinmann presented the item giving an overview of annexation by decade and land area and compared annexations by area and case over time. The interim policy is to create a new basis for decision making due to the change in the state law and removal of annexation by ordinance. Staff reviewed previous annexation principles and coordinated those applicable with new principles. Primarily being the requirement of full plan of services for those areas being annexed. Staff is recommending 4 categories of annexations each with similar but slightly adjusted

conditions. These are Small Scale Residential Annexations, Multi-lot Residential, Commercial and Vacant lands, and Emergency Annexations. Staff is looking to require a distance minimum as well as provision of services with fiscal rationale, potential development revenues. There was some question as to the definition of the 250' limit as well as the requirement for contiguous conditions. It was considered that staff should include consideration of future revenues at a more defined and detailed scale. There being no further discussion, no official action was taken.

**07-05 Election of Officers** – Vice Mayor McIntire stated that the nominating committee has completed selection and is prepared to submit Dennis Ward as Chair, Hoyt Denton as Vice- Chair and Lynn Tully for Secretary. There being no further discussion, no official action was taken.

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

There was no public comment made during the work session.

**OTHER BUSINESS**

**07-06** Receive a letter of resubdivision of the Grace McCurry Subdivision, on Cox Hollow Road.

**07-07** Receive a letter of resubdivision of the Main Street Land Development, on Main Street.

**07-08** Receive a letter of resubdivision of Willowbrook Subdivision, Lot 1, on Willowbrook Trace.

**07-09** Receive a letter of resubdivision of Bishop Subdivision Replat, on Island Road.

**07-10** Receive a letter of resubdivision of the Cedar View Addition, Lot 7R, on Gibson Mill Road.

**07-11** Receive a letter of resubdivision of the Cedar View Addition, Lot 8R, on Gibson Mill Road.

**07-12** Receive a letter of resubdivision of the Hunts Crossing, Lot 5, on Shadyside Drive.

**07-13** Receive a letter of resubdivision of Cedar View Addition, Lot 9, on Gibson Mill Road.

**07-14** Receive a letter of resubdivision of Cedar View Addition, Lot 5R, on Gibson Mill Road.

**07-15** Receive a letter of resubdivision of the Poplar Grove Baptist Church Replat, on Poplar Grove Rd.

**07-16** Receive, for informational purposes only, the New Business Report for June 2014 from Jeff Fleming.

**07-17** Receive, for informational purposes only, the May 2014 report from the Building Division.

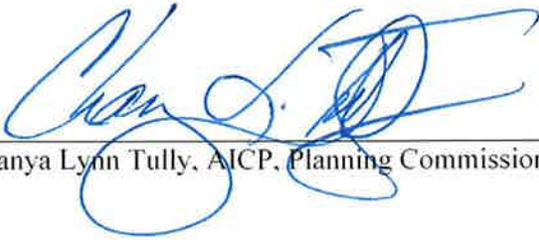
**ADJOURNMENT**

Kingsport Regional Planning Commission  
July 17, 2014, Regular Meeting

Staff noted that there is a request for a special called meeting to hear the final approval of Preston Park Subdivision, commonly known as the Summit. Staff asked that the meeting be held on July 22<sup>nd</sup> at noon in the Jimmy Walker Conference Room to hear the request for the Summit.

There being no further business, the meeting was adjourned at approximately 1:30 pm.

Respectfully Submitted,



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Chanya Lynn Tully, AICP, Planning Commission Secretary