

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

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

August 18, 2014

12:00 p.m.

Members Present

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

Staff Present

Lynn Tully
Ken Weems
Corey Shepherd
Justin Steinmann
Mark Haga
Jacob Grieb
Hank Clabaugh

Members Absent

Hoyt Denton

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. There being no changes submitted the agenda will be set for the August 21, 2014 meeting. She then asked for any changes for the minutes of the work session held July 14, 2014 and the regular meeting held July 17, 2014 as well as the Special Called Meeting July 22, 2014. The July 22, 2014. Special Called Meeting needed a title change in that 'Special Called Meeting' is in the title. With that change, the minutes will be presented at the regular meeting for approval.

CONSENT AGENDA

None

UNFINISHED BUSINESS

None

NEW BUSINESS

08-01 3401 Memorial Boulevard Rezoning - (14-101-00010)

The Planning Commission heard a presentation for a request to rezone from P-1 to B-3 to allow for an electronic message board as part of the freestanding sign at 3401 Memorial Boulevard. The property is located inside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. Ken Weems presented the item noting that the property line splits the building on the site and zoning is split between B-3 and P-1. Mr. Weems stated property owners in the vicinity have been notified and all calls received have been in favor. The rezoning will allow an electronic message board. Mark Selby asked if there were studies on electronic message boards as to message, light intensity, etcetera? Staff answered that studies are available and the current

electronic message board portion of the ordinance addresses the primary issues that could cause a detriment to a neighbor. There being no further discussion, no official action was taken.

08-02 Edinburgh Subdivision Phase 5 Preliminary Plan – (14-201-00053)

The Planning Commission heard a presentation for preliminary plat approval for Phase 5 of the Edinburgh Subdivision. The property is located inside the corporate limits of the City of Kingsport, 15th Civil District of Sullivan County. Corey Shepherd presented the item noting that this 12 lot subdivision will extend Calton Hill Road as per the approved concept plan. The new roads included are London Rd. and Monroe Way with 50' ROW and 40' ROW respectively. Mr. Shepherd stated all approvals are in process from the engineering department for civil plans. There being no further discussion, no official action was taken.

08-03 Ridgecrest Annexation – (14-301-00007)

The Planning Commission heard a presentation for annexation by request of the subject parcel on Ridgecrest Rd. The property is located outside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. Corey Shepherd presented the item stating this is a single Parcel annexation meeting criteria of emergency annexation. All plan of services items are included in the proposed annexation. Mr. & Mrs. Wright requesting the annexation based on the need for sewer. TDEC has given notice to the owner of same. Staff noted that there is an error in the outline of costs and revenues that will be recalculated for the regular meeting. Additionally staff pointed out that several other lots will have to tap on to the sewer line upon installation as the homes will be within the minimum distance to the line. Staff has not been in contact with the other property owners regarding annexation yet. Discussion ensued regarding whether staff should try to annex the entire block. Staff noted that this would need to be petitioned by the property owners in that area. Further, there is some immediacy necessary due to the TDEC issue. Planning Commission asked staff to be in contact with those property owners as soon as the Board is comfortable with the annexation. There being no further discussion, no official action was taken.

08-04 2014 Community Development Annual Action Plan/Public Services

The Planning Commission heard a presentation to recommend to the Board of Mayor and Alderman the Public Service Agency Funding under the 2014 Consolidated Plan for Housing and Community Development. Mark Haga presented the item stating all other items for the CD Action plan have been approved by the PC and the BMA. This brings only the Public Service Agency portion back for recommendation. Mr. Haga stated that included in the process is a new citizen review committee as well as scoring criteria. The application process was reinstated and the HOPE program application was received in addition to the original 3 applications. The committee included former Mayor Blazier, CeeGee McCord and Paul Montgomery. Once reviewed, the committee agreed to fund Learning Centers of KHRA and CASA at the original budget recommendation, with \$2500 each for Sons & Daughters of Douglass as well as HOPE. Mr. Haga noted that all applications were funded in part and there is an adjusted focus by HUD on funding for new programs. Staff said that the process will be advertised through more channels in the future. Both the Sons & Daughters and HOPE project are recommended for funding

through the South Central Development Center versus public agency funds in future years. There being no further discussion, no official action was taken.

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

No speakers present for public comment.

OTHER BUSINESS

ADJOURNMENT

- 08-05 Receive a letter of resubdivision of the Cedar View Addition, Lot 6R on Gibson Mill Road.
- 08-06 Receive a letter of resubdivision of the Cedar View Addition, Lot 10R on Gibson Mill Road.
- 08-07 Receive a letter of resubdivision of the Hickory Hills Replat, on Ronald Drive.
- 08-08 Receive a letter of resubdivision of the Edinburgh Subdivision, Lot 71A on Edinburgh Channel Road.
- 08-09 Receive a letter of resubdivision of the Barker Subdivision Replat, on Edens View Road.
- 08-10 Receive a letter of resubdivision of the Cedar View Addition, Lot 11R on Gibson Mill Road.
- 08-11 Receive a letter of resubdivision of the Cedar View Addition, Lot 1 Block 3 on Gibson Mill Road.
- 08-12 Receive a letter of resubdivision of the Ridgefields, Lot 36 on Westwind Drive.
- 08-13 Receive a letter of resubdivision of Westmoreland Property, on Kendridge Street.
- 08-14 Receive a letter of resubdivision of the Rotherwood Lot 36 & 37 Replat, on Parham Place.
- 08-15 Receive a letter of resubdivision of the Crockett Property on John B. Dennis Highway.
- 08-16 Receive a letter of resubdivision of the Clark Property on John B. Dennis Highway.
- 08-17 Receive, for informational purposes only, the New Business Report for July 2014 from Lynn Tully.
- 08-18 Receive, for informational purposes only, the July 2014 report from the Building Division.

A reminder was given about the training class offered October 8th. There being no further business, the meeting was adjourned at approximately 1:02 pm.

Kingsport Regional Planning Commission
August 18, 2014, Work Session

Respectfully Submitted,



Chanya Lynn Tully, AICP, Planning Commission Secretary