

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

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

February 16, 2017

6:00 p.m.

**Members Present**

Sam Booher, Chairman  
Pat Breeding  
Sharon Duncan  
Mike McIntire  
John Moody  
Beverley Perdue  
Phil Rickman  
Mark Selby

**Members Absent**

none

**Staff Present**

Ken Weems  
Jessica Harmon  
Nathan Woods  
Pamela Gilmer

**Visitor's**

Bryan Sauceman  
Ricky Quesenbury  
Roger Phillips  
Mark Freeman

At 6:00 p.m., Chairman Sam Booher called the meeting to order, welcomed the audience, introduced the commissioners and staff and summarized the meeting procedures. Chairman Booher called for approval of the agenda. A motion was made by Mike McIntire seconded by Mark Selby to approve the agenda as presented. The motion was approved unanimously, 8-0. Chairman Booher asked for any changes to the minutes of the work session held on January 16, 2017 and the regular meeting held on January 19, 2017. A motion was made by Mark Selby, seconded by Beverley Perdue to approve the minutes as presented. The motion was approved unanimously 8-0.

**IV. CONSENT AGENDA**

None

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

**02-01 Bays Mountain Baptist Preliminary Zoning Development Plan – (16-102-00008)**

The Kingsport Regional Planning Commission is requested to approve the preliminary zoning development plan of Bays Mountain Baptist Church. The property is located inside the corporate limits of the City of Kingsport, 13<sup>th</sup> Civil District of Sullivan County. Staff presented the case to the Commission. Staff identified the vicinity of the project and identified the preliminary zoning development plan approval need due to the project residing in a TA/C zone. Staff commented that the proposal meets the criteria for preliminary zoning development plan approval and is requesting such. The Chairman opened the item up for public comment. Mark Freeman stated that he

appreciated staff working with him on the project. The Chairman closed public comment. A motion was made by Phil Rickman, seconded by John Moody to grant preliminary zoning development plan approval. The motion passed, 8-0.

**02-02 Edinburgh South Phase II – (16-201-00101)**

The Kingsport Regional Planning Commission is requested to approve the final subdivision contingent upon the receipt of an Irrevocable Letter of Credit (ILOC). The property is located inside the corporate limits of the City of Kingsport, 14<sup>th</sup> Civil District of Sullivan County. Staff identified the two variances received of the project during their preliminary approval in the past. Staff described to the Commission that this final approval will be contingent upon receipt of an ILOC. The Chairman opened the item up for public comment. Bryan Sauceman, the surveyor for the project, stated that he was available for any questions on the project. The Chairman closed the public comment. A motion was made by Mike McIntire, seconded by Pat Breeding to grant final subdivision approval contingent upon receipt of an ILOC in the amount of \$65,872.23. The motion passed, 8-0.

**02-03 Irrevocable Letter of Credit for Edinburgh South Phase II**

The Kingsport Regional Planning Commission is requested to approve the acceptance of an Irrevocable Letter of Credit for Phase II of Edinburgh South. The property is located inside the corporate limits of the City of Kingsport, 14<sup>th</sup> Civil District of Sullivan County. Staff noted that the engineering department generated amount of the ILOC is \$65,872.23. A motion was made by Mike McIntire, seconded by Mark Selby to accept an ILOC in the amount of \$65,872.23 for the remaining public improvements of Edinburgh South Phase II. The motion passed, 8-0.

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

**VIII. OTHER BUSINESS**

**02-05** Receive a letter of resubdivision of Lots 1-5 Block 63, located at the corner of E. Sullivan Street and E. Center Street.

**02-06** Receive a letter of subdivision of Unit 3 Riverwatch, located on Riverwatch Circle.

**02-07** Receive a letter of resubdivision of Unit 26 Riverwatch, located on Riverwatch Circle.

**02-08** Receive, for informational purposes only, the January 2017 Building Department report.

**IX. ADJOURNMENT**

There being no further business the meeting adjourned at approximately 6:44 p.m.

Respectfully Submitted,

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Ken Weems, AICP, Planning Commission Secretary