**MINUTES OF THE WORK SESSION OF THE**

**KINGSPORT REGIONAL PLANNING COMMISSION**

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

October 17, 2016 12:00 noon

**Members Present** **Members Absent**

Sam Booher, Chairman None

Mike McIntire

Pat Breeding

Sharon Duncan

John Moody

Beverley Perdue

Phil Rickman

Mark Selby

Staff Present Visitor’s

Lynn Tully, AICP Sophia Davidson

Jessica Harmon Walt Hillis

 Greg Muncy

 Arthur Seymour, Jr., Luther Cain

At 12:00 p.m., Lynn Tully called the meeting to order. Lynn Tully asked if there were any changes to the tentative agenda. There being no changes, the agenda will be set for the October 20, 2016 regular meeting. She then asked for any changes for the work session held September 12, 2016 and the regular meeting held September 15, 2016, as well as the Special Called Meeting held on October 3, 2016. With no changes requested, the minutes will be presented at the regular meeting for approval.

IV. CONSENT AGENDA

 None

V. UNFINISHED BUSINESS

 None

**VI. NEW BUSINESS**

10-01 Aggregates USA Rezoning (Sullivan County Rezoning) – (16-101-00010)

The Kingsport Regional Planning Commission is requested to rezone from County M-1 and County B-3 to County M-2 to allow expansion of existing quarry. The property is located outside the corporate limits of the City of Kingsport, 7th Civil District of Sullivan County. Arthur Seymour presented an amended application to withdraw parcel 69.30 so consideration is only for parcels 67 & 68. Walt Hillis stated they are potentially looking at amending the Land Use Plan in the future for a split zoning. Mike McIntire noted this was a County rezoning so the Sullivan County Commission will have ultimate approval authority. Staff recommended rezoning parcels 67 & 68 only. No official action was taken.

**10-02 1331 John B Dennis Hwy, Preliminary Zoning Development Plan/B-4AP – (16-102-00004)**

The Kingsport Regional Planning Commission is requested to receive the Preliminary Zoning Development Plan approval in a B-4P zone for the addition of a second drive-thru lane, removal of 10 parking spaces, and a small building addition to relocate a window to better accommodate traffic. The property is located inside the corporate limits of the City of Kingsport, 13th Civil District of Sullivan County. Jessica Harmon stated this is Preliminary ZDP approval at the intersection of John B. Dennis Highway and Tidewater Court. The intent is to add a second drive thru ordering lane. Staff noted traffic backs to Tidewater Court at times under the current layout. The property is within the Gateway District. Staff noted elimination of 10 parking spaces, however the development still meets the minimum requirements for parking. The landscaping plan has recently been submitted. Staff recommends approval. No official action was taken.

**10-03 Tri Cities Crossing Auto Mall, Preliminary Zoning Development Plan – (16-102-00005)**

The Kingsport Regional Planning Commission is requested to receive the Preliminary Zoning Development Plan approval in a TA/C zone for the construction of an auto mall including 5 dealerships located on Tri Cities Crossing. The property is located inside the corporate limits of the City of Kingsport, 14th Civil District of Sullivan County. Jessica Harmon presented the item, stating the property is located adjacent to I-81 at Tri Cities Crossing. It is located on the North Side of the I-81. The property is Zoned TA/C and within the Gateway Overlay. Staff stated that the proposal had already received a special exception granted by the BZA. The Auto Mall will include five dealers with one auto shop and private roadway. There are 1,411 parking spaces proposed, which exceeds the parking requirement. Mike McIntire questioned whether this will be a gated private road. Luther Cain stated gating the driveway is an option. There is a mixture of landscaping proposed. Staff recommends Preliminary ZDP approval contingent on Gateway approval and landscaping plan approval. Sophia Davidson stated five franchises are looking at moving within the city and the property will be elevated from the roadway with grading for the dealers. No official action was taken.

**10-04 Riverbend South B-4P Preliminary Zoning Development Plan – (16-102-00007)**

The Kingsport Regional Planning Commission is requested to receive the Preliminary Zoning Development Plan approval in a B-4P zone for an assisted living facility with memory care unit and associated outparcels. The property is located inside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. Staff stated there will be a new traffic light at crest of the hill. This will allow development of the undevelopable portion. No official action was taken.

**10-05 Edinburgh South Phase II – Revised – (16-201-00063)**

The Kingsport Regional Planning Commission is requested to recommend revised Preliminary Subdivision Approval contingent upon the approval of the engineering documents and minor corrections noted by staff. The property is located inside the corporate limits of the City of Kingsport, 14th Civil District of Sullivan County. Jessica Harmon presented the item stating the property is zoned PD. This is a revision of the preliminary approval. The submitted plat shows same number of lots with two variances. As presented in the called work session held on October 3, 2016, the variances include the grass swale instead of curb and gutter as well as a mobility path to the rear of the development made of stone as opposed to asphalt. Construction documents are in review and staff recommends with variances contingent on approval from engineering. Mike McIntire asked if staff is still working to include this new street cross section as an option in the subdivision regulations. Staff noted they will consider the conditions for which this option would apply. Mark Selby asked when is engineering anticipated to the done with the review? Staff noted they will hold until engineering approval. Mike McIntire stated that changes to the required storm water regulations are forcing new ideas in how construction is handled. No official action was taken.

**10-06** **1392 Ridgecrest Avenue Annexation – (16-301-00004)**

The Kingsport Regional Planning Commission is requested to recommend to the Board of Mayor and Alderman the annexation, zoning, and Plan of Services for 1392 Ridgecrest Avenue. The property is located outside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. Jessica Harmon presented the item stating this is an owner initiated request for property adjacent to the City limits. The property is served by city utilities and annexation is requested for city school benefit. It is currently zoned R-3A in the county and the proposed zone is R-1B in the City. A full plan of services is recommended. The property complies with the small scale annexation policy. Mark Selby questioned access? Staff noted that public access does not exist, however access through an easement exists. This property had issues with a washing system discharge in the past and there is a deeded row as an existing easement. This is not something staff would recommend as a new development. Sam Booher asked what are the expenses shown on the report? Staff noted that is a typo as the property is currently tapped for water and sewer. Mark Selby questioned the school expense? Mike McIntire noted there is also a receipt from the state that follows the BEP formula where the students are enrolled. Staff noted the landlord wants to rent to persons that want city school access for their children. No official action was taken.

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

**VIII. OTHER BUSINESS**

10-07 Receive a letter of desubdivision of Lots 13-34, Block 11, located on Center Street.

**10-08** Receive a letter of resubdivision of Lot 3, Block C Midfields Addition, located on Granby Road.

**10-09** Receive a letter to certify the resubdivision of Lots 30 & 41 Polo Fields Phase III, located on Polo Fields Place.

**10-10** Receive a letter to certify the resubdivision of Lots 60 & 61 of the Kingsport Townsite Plan, located on Dale Street.

**10-11** Receive a letter to certify that the division of the Howard Property, located on New Beason Well Road.

**10-12** Receive a letter to certify that the resubdivision of lands of Deborah and Jimmie Poole, located on Highpoint Avenue.

**10-13** Receive a letter to certify that the resubdivision of Lots 15, 16, and Part 14 of Kingsport Corp. Property, located on Claremont Street.

**10-14** Receive, for informational purposes only, the September 2016 report from the Building Division.

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at approximately 12:37 p.m.

Respectfully Submitted,

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Ken Weems, Planning Commission Secretary