

KINGSPORT REGIONAL PLANNING COMMISSION

TENTATIVE AGENDA

City Hall – Council Room

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, 2021

5:30 p.m.

I. INTRODUCTION AND RECOGNITION OF VISITORS

A determination by the Commission that meeting electronically and limiting the physical presence of the public at the meeting is necessary to protect public health, safety, and welfare, of all concerned in light of the COVID-19 virus.

II. APPROVAL OF THE AGENDA

III. APPROVAL OF THE MINUTES OF THE WORK SESSION MEETING ON JANUARY 19, 2021 AND THE REGULAR MEETING HELD ON JANUARY 21, 2021.

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.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

02-01 Eastman Road Right-of-Way Vacating – (2021-401-00001)

The Kingsport Regional Planning Commission is requested to send a favorable recommendation to the Board Mayor and Alderman for the vacating of the 0.067 acres of N. Eastman Road right-of-way. The property is located inside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. (Garland)

02-02 5848 Orebank Road County Rezoning (2020-101-00008)

The Kingsport Regional Planning Commission is requested to send a favorable recommendation to the Sullivan County Commission to rezone from M-1 to R-1. The property is located outside the corporate limits of the City of Kingsport, 10th Civil District of Sullivan County. (Weems)

02-03 Gibson Springs Phase 2 Final – (2021-103-00001)

The Kingsport Regional Planning Commission is requested to approve the Final Development Plan for Gibson Springs phase 2 based upon conformance to the Planned Development District Design Standards and Minimum Subdivision Regulations. The property is located inside the corporate limits of the City of Kingsport, 14th Civil District of Sullivan County. (Garland)

VIII. OTHER BUSINESS

02-04 Receive, for informational purposes only, the January 2021 Building Department report.

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

IX. ADJOURNMENT

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

Kingsport City Hall, Council Room
225 West Center Street, Kingsport, TN 37660

January 19, 2021

12:00 noon

Members Present

Sam Booher, Chairman
Pat Breeding
James Phillips
Phil Rickman
Brad Blackwell
John Moody

Members Absent

Sharon Duncan
Paula Stauffer
Beverley Perdue

Staff Present

Ken Weems, AICP
Savannah Garland

Visitors

none

At 12:00 p.m., Secretary Weems called the meeting to order. Secretary Weems made the following statement: "A determination by the Commission that meeting electronically and prohibiting the physical presence of the public at the meeting is necessary to protect public health, safety, and welfare of all concerned in light of the Covid-19 virus." The Commission affirmed this statement via role call affirmation, 6-0. Mr. Weems inquired as to whether anyone on the Commission identified any necessary changes to the minutes from the December 2020 work session or regular meeting. With no corrections identified, Mr. Weems stated that the minutes would be presented during the regular meeting for approval. No official action was taken.

IV. CONSENT AGENDA

01-01 Irrevocable letter of Credit Extension for Chase Meadows Ph. 3 & 4 - (2021-201-0003)

The Kingsport Regional Planning Commission is requested to recommend extension of the single Irrevocable Letter of Credit in the amount of \$20,000, as calculated by the City Engineering Division, to cover all remaining improvements for Chase Meadows Phase 3 & Phase 4. The property is located inside the corporate limits of the City of Kingsport, 7th Civil District of Sullivan County. Staff stated that the developer is close to being finished with construction for both phases 3 and 4 of Chase Meadows. Staff noted that the remaining dollar amount of improvements for both phases combined is \$20,000. Staff also stated that the \$20,000 dollar amount for both phases has been combined into one letter of credit for the developer's convenience. Staff recommends the proposed 6 month extension of the combined phases 3 and 4 letters of credit for 6 months as requested by the developer. Staff noted that the performance date of the new letter of credit is April 22, 2021 and the expiration date is July 22, 2021. No official action was taken.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

01-02 Division of lot 1 of the Thomas W. Gray. SR. Subdivision – (2021-201-00001)

The Kingsport Regional Planning Commission is requested to recommend final plat approval of the division of Lot 1 of the Thomas W. Gray, Sr. Subdivision along with the irregular lot shape variance and the street frontage variance. The property is located outside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. Staff described the location of the proposal. Staff noted that the irregular lot shape matched the existing driveway on the parcel. No official action was taken.

01-03 Resubdivision of Kelly's Place and Johnie's Place (2020-201-00002)

The Kingsport Regional Planning Commission is requested to recommend final plat approval of the resubdivision of lot 1 & 2 and the road frontage variance. The property is located outside the corporate limits of the City of Kingsport, 10th Civil District of Sullivan County. Staff described the location of the proposal. Additionally, staff noted that there will be no change in the amount of street frontage that currently exists and that the parcel lines in the middle section of the property were changing. No official action was taken.

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

VIII. OTHER BUSINESS

01-04 Receive, a letter to certify the Resubdivision of Lot 11 the Haynes & Gray, located off of Haynes Rd.

01-05 Receive, a letter to certify the Michael Bare Property, located off of Cedar Branch Rd.

01-06 Receive, a letter to certify the Mary E. Haynes Subdivision, located off of Parker Ln.

01-07 Receive, a letter to certify the Resubdivision of Parts of Lots 2 & 3, Block 10, Kingsport Heights Addition, located off of North Eastman Road.

01-08 Receive, a letter to certify the Resubdivision of Lots 22-A, 22-B, 23-A, and part of 24-A, Block 1, Fairacres Addition, located off of Catawba St.

01-09 Receive, a letter to certify the Resubdivision of Lot 2, Stewart Taylor lots, located off of East Stone Dr.

01-10 Receive, a letter to certify the Replat of Lot 2, Express Inc. Property, located off of John B. Dennis Hwy.

01-11 Receive, a letter to certify the Replat of Lots 906, 907, & 908, located off of Cooper Rd.

01-12 Receive, a letter to certify the Resubdivision of Lots 12 & 13, Anchor Pointe, located off of Anchor Pointe Dr.

01-13 Receive, a letter to certify the Resubdivision of the revision of Lot 2, Springdale Park, located off of Jan Way.

- 01-14** Receive, a letter to certify the Resubdivision of Lots 18-21 and part of 16-17 of the Oliver Farm, located off of Gravely Rd.
- 01-15** Receive, a letter to certify the Division of Phase 1 & 2, The Retreat at Meadowview, located off of Enterprise Pl.
- 01-16** Receive, a letter to certify the Replat of Lot 39R, The Islands at Old Island, located off of Golf Ridge Dr.
- 01-17** Receive, a letter to certify the Johnson Addition to Lynn Garden, located off of Bellridge Rd.
- 01-18** Receive, a letter to certify the Replat of Lots 7 & 8 Echo Valley Section B, located off of Beechwood Dr.

X. ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 12:20 p.m.

Respectfully Submitted,

Ken Weems, AICP, Planning Commission Secretary

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

City Hall
225 West Center Street, Kingsport, TN 37660

January 21, 2021

5:30 p.m.

Members Present

Sam Booher, Chairman
Pat Breeding
James Phillips
Brad Blackwell
Phil Rickman
Paula Stauffer

Members Absent

Beverley Perdue
Sharon Duncan
John Moody

Staff Present

Ken Weems, AICP
Savannah Garland

Visitors

none

At 5:30 p.m., Secretary Weems called the meeting to order and summarized the meeting procedures. Secretary Weems made the following statement: "A determination by the Commission that meeting electronically and prohibiting the physical presence of the public at the meeting is necessary to protect public health, safety, and welfare of all concerned in light of the Covid-19 virus." The Commission affirmed this statement via roll call affirmation, 6-0. The Secretary asked for approval of the agenda. A motion was made by Phil Rickman, seconded by Paula Stauffer, to approve the agenda as presented. The motion was approved unanimously, 6-0 by roll call vote. Secretary Weems asked for approval of the minutes of the work session held on December 14, 2020 and the regular meeting held on December 17, 2020. A motion was made by Pat Breeding, seconded by Phil Rickman, to approve the minutes for the December 14, 2020 work session and the December 17, 2020 regular meeting as presented. The motion was approved unanimously by roll call vote, 6-0.

IV. CONSENT AGENDA

01-01 Irrevocable letter of Credit Extension for Chase Meadows Phases 3 & 4 – (2021-201-00003)

The Kingsport Regional Planning Commission is requested to recommend extension of the single Irrevocable Letter of Credit in the amount of \$20,000, as calculated by the City Engineering Division, to cover all remaining improvements for Chase Meadows Phase 3 & Phase 4. The property is located inside the corporate limits of the City of Kingsport, 7th Civil District of Sullivan County. Secretary Weems described the new combined letter of credit for both phases 3 and 4 that was reviewed during work session and asked the Commission if anyone needed further review. A motion was made by Pat Breeding, seconded by Phil Rickman, to release the two existing letters of credit for both phase 3 and phase 4 and accept the new letter of credit for the combined amount of \$20,000 for both phases. Staff noted that the performance date of the new letter of credit is April 22, 2021 and the expiration date is July 22, 2021. The motion was approved unanimously by roll call vote, 6-0.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

01-02 Division of lot 1 of the Thomas W. Gray. SR. Subdivision – (2021-201-00001)

The Kingsport Regional Planning Commission is requested to recommend final plat approval of the division of Lot 1 of the Thomas W. Gray, Sr. Subdivision along with the irregular lot shape variance and the street frontage variance. The property is located outside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. Staff described the location of the proposal. Staff noted that the irregular lot shape matched the existing driveway on the parcel. A motion was made by Phil Rickman, seconded by Pat Breeding to grant final subdivision approval along with the associated street frontage variance of 25 feet and irregular lot shape variance. The motion was approved unanimously by roll call vote, 6-0.

01-03 Resubdivision of Kelly’s Place and Johnie’s Place (2020-201-00002)

The Kingsport Regional Planning Commission is requested to recommend final plat approval of the resubdivision of lot 1 & 2 and the road frontage variance. The property is located outside the corporate limits of the City of Kingsport, 10th Civil District of Sullivan County. Staff described the location of the proposal. Additionally, staff noted that there will be no change in the amount of street frontage that currently exists and that the parcel lines in the middle section of the property were changing. A motion was made by Phil Rickman, seconded by Pat Breeding to grant final subdivision approval along with the associated street frontage variance to match existing conditions. The motion was approved unanimously by roll call vote, 6-0.

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

VIII. OTHER BUSINESS

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01-18 Receive, a letter to certify the Replat of Lots 7 & 8 Echo Valley Section B, located off of Beechwood Dr.

IX. ADJOURNMENT

There being no further business the meeting adjourned at approximately 5:50 p.m.

Respectfully Submitted,

Ken Weems, AICP, Planning Commission