

KINGSPORT REGIONAL PLANNING COMMISSION

AGENDA

City Hall – Boardroom

415 Broad Street

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.

May 19, 2022

5:30 p.m.

I. INTRODUCTION AND RECOGNITION OF VISITORS

II. APPROVAL OF THE AGENDA

III. APPROVAL OF THE MINUTES OF THE WORK SESSION MEETING ON APRIL 18, 2022 AND THE REGULAR MEETING ON APRIL 21, 2022.

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.

5-01 Sewer Easement Abandonment (MINSUB22-0103)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen to abandon the unused sewer easement. The impacted property is located in the 14th Civil District of Sullivan County. (Garland).

5-02 West Park Development Road Construction, ILOC Extension (2021-201-00009)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of approving the rezoning. The property is located in the 12th Civil District of Sullivan County. (Garland)

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

5-03 Fieldcrest Annexation (ANNEX22-0049)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen for the annexation, zoning, and plan of services for the Fieldcrest Annexation. The property is located in the 7th Civil District of Sullivan County. (Weems).

5-04 Jared Drive Vacating (PLNCOM22-0034)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen to approve the vacating. The property is located in the 13th Civil District of Sullivan County. (Garland)

5-05 Jared Drive Preliminary (PLNCOM22-0034)

The Kingsport Regional Planning Commission is requested to grant preliminary approval for the Jared Drive Right-of-Way Dedication Plat. The property is located in the 13th Civil District of Sullivan County. (Garland)

5-06 Groseclose Development Conceptual Subdivision (PLNCOM22-0090)

The Kingsport Regional Planning Commission is requested to consider elements of conceptual subdivision design for the Groseclose Development Conceptual Subdivision. The property is located in the 11th Civil District of Sullivan County. (Garland)

5-07 Sullivan County Minor Zoning Text Amendment (ZTA22-0047)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Sullivan County Commission to approve the zoning text amendment. The zoning text amendment impacts property under jurisdiction of Sullivan County zoning. (Weems)

VII. OTHER BUSINESS

5-08 Discussion of Potential Change to the Street Frontage Requirements for Apartment Districts. (Weems)

5-09 Receive, for Information Purposes, the April-May 2022 Approved Subdivisions

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

IX. ADJOURNMENT

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

City Hall
415 Broad Street, Kingsport, TN 37660

April 18, 2022

12:00 noon

Members Present

Sam Booher
John Moody
Phil Rickman
Paula Stauffer
Sharon Duncan
James Phillips
Pat Breeding

Members Absent

Travis Patterson
Brad Blackwell

Staff Present

Ken Weems, AICP
Savannah Garland
Jessica Harmon
David Harris

Visitors

Bob Bowman
Tom Hale
Jill Downer
Jerry Petzoldt
Jason Adrian
Nate Compton

At 12:00 p.m., Secretary Weems called the meeting to order. Mr. Weems inquired as to whether anyone on the Commission identified any necessary changes to the minutes from the March 14, 2022 work session, the March 17, 2022 regular meeting, or March 30, 2022 called meeting. Sharon Duncan identified a typo on the motion for the called meeting. Mr. Weems stated that the amended minutes would be presented during the regular meeting for approval. No official action was taken.

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

4-01 Fieldcrest Annexation (ANNEX22-0049)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen for the annexation, zoning, and plan of services for the Fieldcrest Annexation. The property is located in the 7th Civil District of Sullivan County. Staff stated that the applicant for this item has requested that it be pulled from consideration during the March meeting. Staff noted that a motion to amend the agenda would be needed during the regular meeting. No official action was taken.

4-02 Deneen Lane Rezoning (REZONE22-0085)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of approving the rezoning. The property is located in the 12th Civil District of Sullivan County. Staff presented the case to the Commission. Staff stated that the proposal consists of approximately 145 acres from proposed from the current zones of R-1B, R-3, P-1, and A-1 to the M-2 zone. Staff noted that the purpose of the rezoning request is to align zoning with the current use of the property and to add areas for overburden storage and a new concrete plant. Staff stated that the land use plan addresses the area as appropriate for industrial use for the majority of the rezoning area. Staff drew attention to the submitted zoning development plan. Staff noted that the zoning development plan showed the overburden storage areas (existing and new), plus the site of the proposed concrete plant in the vicinity of Deneen Lane. Staff stated that two calls had been received on item, both callers sought further information about the rezoning, without taking a stance in opposition to the item. No official action was taken.

4-03 Princeton Road Rezoning (REZONE22-0086)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of approving the rezoning. The property is located in the 13th Civil District of Sullivan County. Staff stated that the item is approximately 25 acres in size and is a request to rezone from the existing Planned Business District of B-4P to the Mixed Use District of MX. Staff noted that the purpose of the rezoning request is to locate a truck terminal on the property. Staff stated that the submitted zoning development plan shows a sole driveway coming off of New Moore Road, serving a new building that will be for truck washing. Staff described the location of the proposed parking and the surrounding truck parking in the rear of the site. Staff stated that two surrounding property owners had called in opposition to the rezoning. Staff noted that the neighbor concerns addressed potential light, noise, traffic, and flooding problems that may be exacerbated if the rezoning is passed. Staff drew attention to the expansive flood zone along the southern half of the rezoning site, stating that none of the proposed built environment is proposed to be located in the existing flood zone. No official action was taken.

4-04 Legion & Midland Roundabout Right-of-Way Vacating (PLNCOM22-0052)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of the right-of-way vacating. The property is located in the 11th Civil District of Sullivan County. Staff presented the case to the Commission. Staff stated that this vacating supports a cleanup plat that is necessary since the Legion Drive cul-de-sac had been completed. Staff acknowledged the reconfiguration of the streets that serve Dobyns-Bennett High School and stated that the right-of-way that used to connect Legion Drive and Midland Drive is no longer necessary. No official action was taken.

4-05 Ashley Street Property Surplus (SURPLS22-0047)

The Kingsport Regional Planning Commission is requested to declare property located at 2984 Ashley Street as surplus property. The property is located in the 11th Civil District of Sullivan County. Staff stated that all departments had reviewed the property and no future city use can be identified for the location. Staff recommended designating the property as surplus. No official action was taken.

4-06 Granby Place ILOC Extension (2021-201-00008)

The Kingsport Regional Planning Commission is requested to extend the existing Irrevocable Letter of Credit (ILOC) for the Granby Road Development. The property is located in the 12th Civil District of Sullivan County. Staff stated that this proposal is a standard one year extension of the irrevocable letter of credit in place for Granby Place. Staff noted that the amount of the letter is \$83,472.09. Staff noted that the development is progressing and there are already a couple of

homes being built on the property. Staff noted that the new letter of credit will have a performance date of March 30, 2023 and a new expiration date of June 30, 2023. No official action was taken.

4-07 Sullivan County Minor Zoning Text Amendments

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Sullivan County Commission in support of the County zoning text amendment proposals. The proposal impacts property governed by Sullivan County Zoning. Staff stated that this latest zoning text amendment from Sullivan County addresses minimum lot size in an OSRD; a yard limitation for legal, nonconforming uses; minor sign code changes; reduction of technical standards for telecommunications towers; addition of a time limit to rebuild nonconforming structures; adjustment of site plan submittal criteria; and refinement of temporary dwelling unit uses. Staff stated that the items are cleanup in nature and that the City of Kingsport has established processes for dealing with issues similar in nature. No official action was taken.

VII. OTHER BUSINESS

4-08 Discussion of Potential Change to the Street Frontage Requirements for Apartment Districts. Staff noted that the rationale behind the idea would help support the higher densities afforded in the multifamily zones. Staff noted that discussion of a potential advertising date for a subdivision regulation change would be discussed during the May 2022 regular meeting. No official action was taken.

4-09 Receive, for Information Purposes, the March-April 2022 Approved Subdivisions

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

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 1:10p.m.

Respectfully Submitted,
Ken Weems, AICP, Planning Commission Secretary

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

City Hall
415 Broad Street, Kingsport, TN 37660

April 21, 2022

12:00 noon

Members Present

Sam Booher
John Moody
Phil Rickman
Paula Stauffer
Sharon Duncan
James Phillips
Brad Blackwell

Members Absent

Travis Patterson
Pat Breeding

Staff Present

Ken Weems, AICP
Savannah Garland
David Harris

Visitors

Cory Buckner	James Underwood
Tom Hale	Joe Phillips
Jill Downer	Bobby Vaughn
Jerry Petzoldt	Chip Childress
Matthew Thicke	Regina Bell
Nate Compton	John Loven
Jimmie Carson	Amy Boone
April Smith	Hedi Teague
Carol Wagner	Debbie Frazier
Brian Williamson	Travis Olinger
Jason Adreon	Michael Sanders

At 5:30 p.m., Chairman Booher called the meeting to order, introduced the Commission and staff, and summarized meeting procedures. The Chairman called for approval of the agenda. A motion was made by Sharon Duncan, seconded by James Phillips, to approve the agenda as amended, with item 4-01 being removed per the applicant's request. The motion passed unanimously, 6-0. The Chairman Booher inquired as to whether anyone on the Commission identified any necessary changes to the minutes from the March 14, 2022 work session, the March 17, 2022 regular meeting, or March 30, 2022 called meeting. With no further corrections identified, a motion was made by John Moody, seconded by Paula Stauffer, to approve the minutes of the March 14, 2022 work session, the March 17, 2022 regular meeting, or March 30, 2022 called meeting. The motion passed unanimously, 6-0.

- 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**

4-01 Fieldcrest Annexation (ANNEX22-0049)

~~The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen for the annexation, zoning, and plan of services for the Fieldcrest Annexation. The property is located in the 7th Civil District of Sullivan County.~~
REMOVED FROM AGENDA

4-02 Deneen Lane Rezoning (REZONE22-0085)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of approving the rezoning. The property is located in the 12th Civil District of Sullivan County. Staff presented the case to the Commission. Staff stated that the proposal consists of approximately 145 acres from proposed from the current zones of R-1B, R-3, P-1, and A-1 to the M-2 zone. Staff noted that the purpose of the rezoning request is to align zoning with the current use of the property and to add areas for overburden storage and a new concrete plant. Staff stated that the land use plan addresses the area as appropriate for industrial use for the majority of the rezoning area. Staff drew attention to the submitted zoning development plan. Staff noted that the zoning development plan showed the overburden storage areas (existing and new), plus the site of the proposed concrete plant in the vicinity of Deneen Lane. Staff stated that two calls had been received on item, both callers sought further information about the rezoning, without taking a stance in opposition to the item. The Chairman opened the public comment portion of the item. Brian Williamson was the sole speaker on the item. Mr. Williamson stated that he is the Regional Manager for Vulcan Materials. Mr. Williams thanked the Commission for their consideration and stated that the Summers-Taylor concrete plant is the specific concrete plant looking to relocate to the Vulcan Property. A motion was made by Sharon Duncan, seconded by Phil Rickman, to send a positive recommendation to the Board of Mayor and Aldermen in support of rezoning the property. The motion passed unanimously, 7-0.

4-03 Princeton Road Rezoning (REZONE22-0086)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of approving the rezoning. The property is located in the 13th Civil District of Sullivan County. Staff presented the item to the Commission. Staff stated that the item is approximately 25 acres in size and is a request to rezone from the existing Planned Business District of B-4P to the Mixed Use District of MX. Staff noted that the purpose of the rezoning request is to locate a truck terminal on the property. Staff stated that the submitted zoning development plan shows a sole driveway coming off of New Moore Road, serving a new building that will be for truck washing. Staff described the location of the proposed parking and the surrounding truck parking in the rear of the site. Staff stated that two surrounding property owners had called in opposition to the rezoning. Staff noted that the neighbor concerns addressed potential light, noise, traffic, and flooding problems that may be exacerbated if the rezoning is passed. Staff drew attention to the expansive flood zone along the southern half of the rezoning site, stating that none of the proposed built environment is proposed to be located in the existing flood zone. The Chairman opened the item for public input. Debbie Frazier, Amy Boone, Carol Wagner, Michael Sanders, and Hedy Teague spoke against the rezoning. The comments in opposition addressed displacement of wildlife, attraction of vagrants, light, noise, and flooding along Sherry Street. Jerry Petzoldt spoke in favor of the rezoning, stating that Eagle Transfer is a responsible local trucking company and that they want to be good neighbors. A motion was made by Phil Rickman, seconded by John Moody, to send a positive recommendation to the Board of Mayor and Aldermen in support of rezoning the property. The motion passed unanimously, 7-0.

4-04 Legion & Midland Roundabout Right-of-Way Vacating (PLNCOM22-0052)

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of the right-of-way vacating. The property is located in the 11th Civil District of Sullivan County. Staff presented the case to the Commission. Staff stated that this vacating supports a cleanup plat that is necessary since the Legion Drive cul-de-sac had been completed. Staff acknowledged the reconfiguration of the streets that serve Dobyns-Bennett High School and stated that the right-of-way that used to connect Legion Drive and Midland Drive is no longer necessary. A motion was made by Paula Stauffer, seconded by James Phillips, to send a positive recommendation to the Board of Mayor and Aldermen in support for the vacating. The motion passed unanimously, 7-0.

4-05 Ashley Street Property Surplus (SURPLS22-0047)

The Kingsport Regional Planning Commission is requested to declare property located at 2984 Ashley Street as surplus property. The property is located in the 11th Civil District of Sullivan County. Staff stated that all departments had reviewed the property and no future city use can be identified for the location. Staff recommended designating the property as surplus. A motion was made by James Phillips, seconded by Phil Rickman to designate 2984 Ashley Street as surplus property. The motion passed unanimously, 7-0.

4-06 Granby Place ILOC Extension (2021-201-00008)

The Kingsport Regional Planning Commission is requested to extend the existing Irrevocable Letter of Credit (ILOC) for the Granby Road Development. The property is located in the 12th Civil District of Sullivan County. Staff stated that this proposal is a standard one year extension of the irrevocable letter of credit in place for Granby Place. Staff noted that the amount of the letter is \$83,472.09. Staff noted that the development is progressing and there are already a couple of homes being built on the property. Staff noted that the new letter of credit will have a performance date of March 30, 2023 and a new expiration date of June 30, 2023. A motion was made by James Phillips, seconded by Sharon Duncan, to grant the one year extension for the Granby Place irrevocable letter of credit. The motion passed unanimously, 6-0-1, with John Moody abstaining.

4-07 Sullivan County Minor Zoning Text Amendments

The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Sullivan County Commission in support of the County zoning text amendment proposals. The proposal impacts property governed by Sullivan County Zoning. Staff stated that this latest zoning text amendment from Sullivan County addresses minimum lot size in an OSRD; a yard limitation for legal, nonconforming uses; minor sign code changes; reduction of technical standards for telecommunications towers; addition of a time limit to rebuild nonconforming structures; adjustment of site plan submittal criteria; and refinement of temporary dwelling unit uses. Staff stated that the items are cleanup in nature and that the City of Kingsport has established processes for dealing with issues similar in nature. A motion was made by Sharon Duncan, seconded by James Phillips, to send a positive recommendation to the Sullivan County Commission in approve the text amendments. The motion passed unanimously, 7-0.

VII. OTHER BUSINESS

- 4-08** Discussion of Potential Change to the Street Frontage Requirements for Apartment Districts. Staff further discussed the potential for 40 foot wide lots in the City's Multi-family districts of R-3, R-4, and R-5. Staff noted that the rationale behind the idea would help support the higher densities

afforded in the multifamily zones. Staff noted that discussion of a potential advertising date for a subdivision regulation change would be discussed during the May 2022 regular meeting. No other action was taken on the item.

4-09 Receive, for Information Purposes, the March-April 2022 Approved Subdivisions

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

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at approximately 6:45.m.

Respectfully Submitted,
Ken Weems, AICP, Planning Commission Secretary

Property Information	Sewer Easement Abandonment		
Address	2741,2739,2735,2731,2727, & 2723 Rock Springs Road		
Tax Map, Group, Parcel	Easement located on Tax Parcel 076-006.10		
Civil District	14 th Civil District		
Overlay District	NA		
Land Use Designation	Retail/Commercial		
Acres	+/- 2.95		
Applicant 1 Information		Intent	
Name: D R Horton Address: 8081 Kingston Pike Suite 102 City: Knoxville State: TN Zip Code: 37919 Phone Number: 865-338-5650		Intent: <i>To abandon the existing sewer easement.</i>	
Planning Department Recommendation			
<p>(Approve, Deny, or Defer)</p> <p>The Kingsport Planning Division recommends sending a positive recommendation to the Board of Mayor and Aldermen to abandon the sewer easement located along Parcels 001.00-001.11.</p> <ul style="list-style-type: none"> Request reviewed by all city departments Easement no longer needed or used. <p>Staff Field Notes and General Comments:</p> <p>The sewer easement proposed to be abandoned is 15 feet wide and crosses the rear of parcels 001.00 -001.11.</p>			
Planner:	Garland	Date: 5/11/2022	
Planning Commission Action		Meeting Date:	May 19th, 2022
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

PROPERTY INFORMATION**Sewer line Easement Abandonment**

ADDRESS	2741, 2739, 2735, 2731, 2727, & 2723 Rock Springs Rd.
DISTRICT, LAND LOT	Sullivan County 14th Civil District, Parcel 001.00- 001.11
OVERLAY DISTRICT	NA
CURRENT ZONING	R-1B. Residential
PROPOSED ZONING	No Change
ACRES +/-	2.95
EXISTING USE	Utilities
PROPOSED USE	

PETITIONER 1: City of Kingsport
415 Broad St. Kingsport, TN 37660

INTENT

The owner of the parcels has asked the City of Kingsport abandon the 15-ft wide sewer easement.

The City Sewer Department has reviewed the request and agrees that the easement needs to be abandoned due to it not being used. The impacted parcels are already served with sewer along Rock Springs Road.

Site Map



5/11/2022, 2:36:05 PM

- | | | | | | |
|--|---------------------------------------|--|---------------------------------------|--|---------------------------------------|
| Hawkins County Parcels | <input type="checkbox"/> Railroad_ROW | Sullivan County Parcels | <input type="checkbox"/> Railroad_ROW | Washington County Parcels | <input type="checkbox"/> Railroad_ROW |
| <input type="checkbox"/> Lake_Pond | <input type="checkbox"/> River | <input type="checkbox"/> Lake_Pond | <input type="checkbox"/> River | <input type="checkbox"/> Lake_Pond | <input type="checkbox"/> River |
| <input type="checkbox"/> Parcel_Conflict | <input type="checkbox"/> Street_ROW | <input type="checkbox"/> Parcel_Conflict | <input type="checkbox"/> Street_ROW | <input type="checkbox"/> Parcel_Conflict | <input type="checkbox"/> Street_ROW |
| <input type="checkbox"/> Parcels | | <input type="checkbox"/> Parcels | | <input type="checkbox"/> Parcels | |
- * Kpt 911 Address



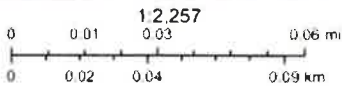
Web AppBuilder for ArcGIS

Zoning



5/11/2022, 2:37:35 PM

Lawrence County Parcels		Sullivan County Parcels		Washington County Parcels	
Lake_Pond	R-1B	Lake_Pond	R-1B	Lake_Pond	R-1B
Parcel_Conflict	R-1P	Parcel_Conflict	R-1P	Parcel_Conflict	R-1P
Parcels	R-1C	Parcels	R-1C	Parcels	R-1C
Railroad_ROW	Street_ROW	Railroad_ROW	Street_ROW	Railroad_ROW	Street_ROW
River		River		River	



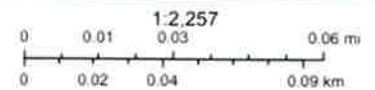
Web AppBuilder for ArcGIS

Utilities



5/11/2022, 2:41:27 PM

Hawkins County Parcels	Railroad_ROW	Sullivan County Parcels	Railroad_ROW	Washington County Parcels	Railroad_ROW
<input type="checkbox"/> Lake_Pond	<input type="checkbox"/> River	<input type="checkbox"/> Lake_Pond	<input type="checkbox"/> River	<input type="checkbox"/> Lake_Pond	<input type="checkbox"/> River
<input type="checkbox"/> Parcel_Conflict	<input type="checkbox"/> Street_ROW	<input type="checkbox"/> Parcel_Conflict	<input type="checkbox"/> Street_ROW	<input type="checkbox"/> Parcel_Conflict	<input type="checkbox"/> Street_ROW
<input type="checkbox"/> Parcels		<input type="checkbox"/> Parcels		<input type="checkbox"/> Parcels	

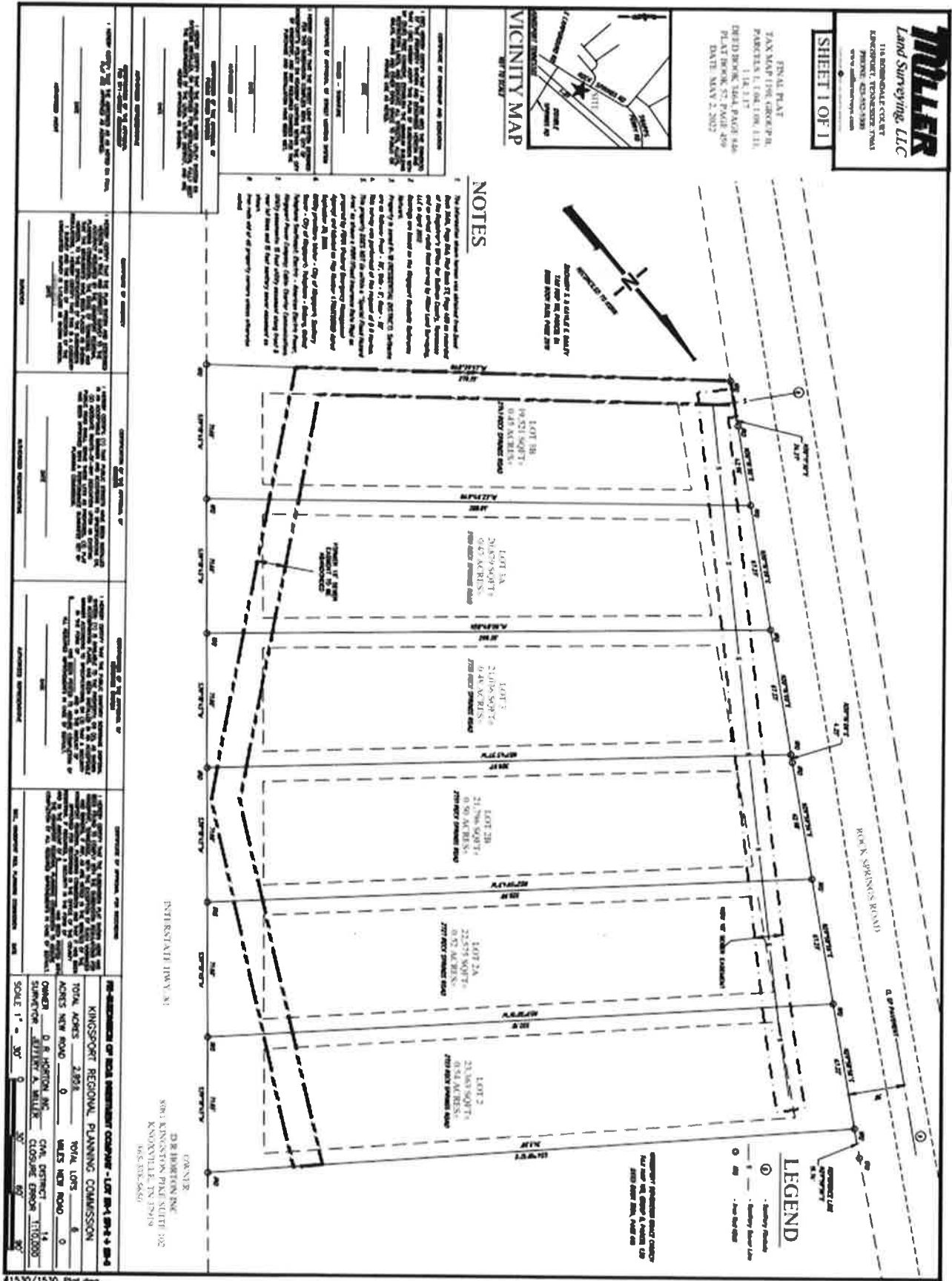


Web AppBuilder for ArcGIS

15' WIDE SANITARY SEWER EASEMENT

SITUATED in District Fourteen (14) of Sullivan County, Tennessee as shown on a drawing titled "Re-Plat Lot 2 & 3 New Lots 2A, 2B, 3A, & 3B Bella Properties LLC" by Barge Design Solutions recorded in Plat Book 57, Page 459 and being more particularly bounded and described as follows:

"BEGINNING" at a point in the divisional line between Lot 2 and The Kingsport Sovereign Grace Church (Deed Book 3354, Page 616), said point being N54°18'12"W 52.95' from a rebar and cap stamped "Barge" in the northwesterly right-of-way line of Interstate 81 corner to Lot 2 and The Kingsport Sovereign Grace Church; thence departing said point and continuing with the centerline of a 15' wide sanitary sewer easement (7.5' each side of centerline) across the land of Lots 2, 2A, 2B, 3, 3A, 3B & 3C the following three calls: S26°52'30"W 199.36' to a point; thence S50°25'00"W 227.38' to a point; thence N49°00'25"W 225.43' to the "TERMINUS" of said easement in the southeasterly right-of-way line of Rock Springs Road, said easement containing 9427 square feet more or less.



RECOMMENDATION:

Staff recommends sending a favorable recommendation to the Board of Mayor and Alderman for the sewer line easement abandonment along 2741, 2739, 2735, 2731, 2727, & 2723 Rock Springs Road.



MEMORANDUM

TO: KINGSPORT REGIONAL PLANNING COMMISSION

FROM: SAVANNAH GARLAND, PLANNER

DATE: MAY 19TH, 2022

**SUBJECT: IRREVOCABLE LETTER OF CREDIT EXTENSION FOR WEST PARK
DEVELOPMENT ROAD CONSTRUCTION**

FILE NUMBER: 2021-201-00009

The City currently holds an Irrevocable Letter of Credit in the amount of \$342,348.14 for West Park development road construction. The City Engineering Division has recalculated an estimate for this extension to cover the cost of the required improvements to meet the Minimum Subdivision Regulations for West Park Development Roadways and Utilities. The new estimate is for the amount of \$382,661.77. An irrevocable letter of credit has been submitted to the City for the amount matching that estimate.

The new Irrevocable Letter of Credit will have an expiration date of May 11, 2023. The Irrevocable Letter of Credit states that the improvements will be completed on or before the Performance Date, which is set to March 30, 2023.

Staff Recommends extension of the Irrevocable Letter of Credit in the amount of \$382,661.77 as calculated by the City Engineering Division, to cover all remaining improvements for West Park Development road construction.

BOND ESTIMATE
Roadways and Utilities - West Park Development

April 28, 2022

FILE NO. 2020-014

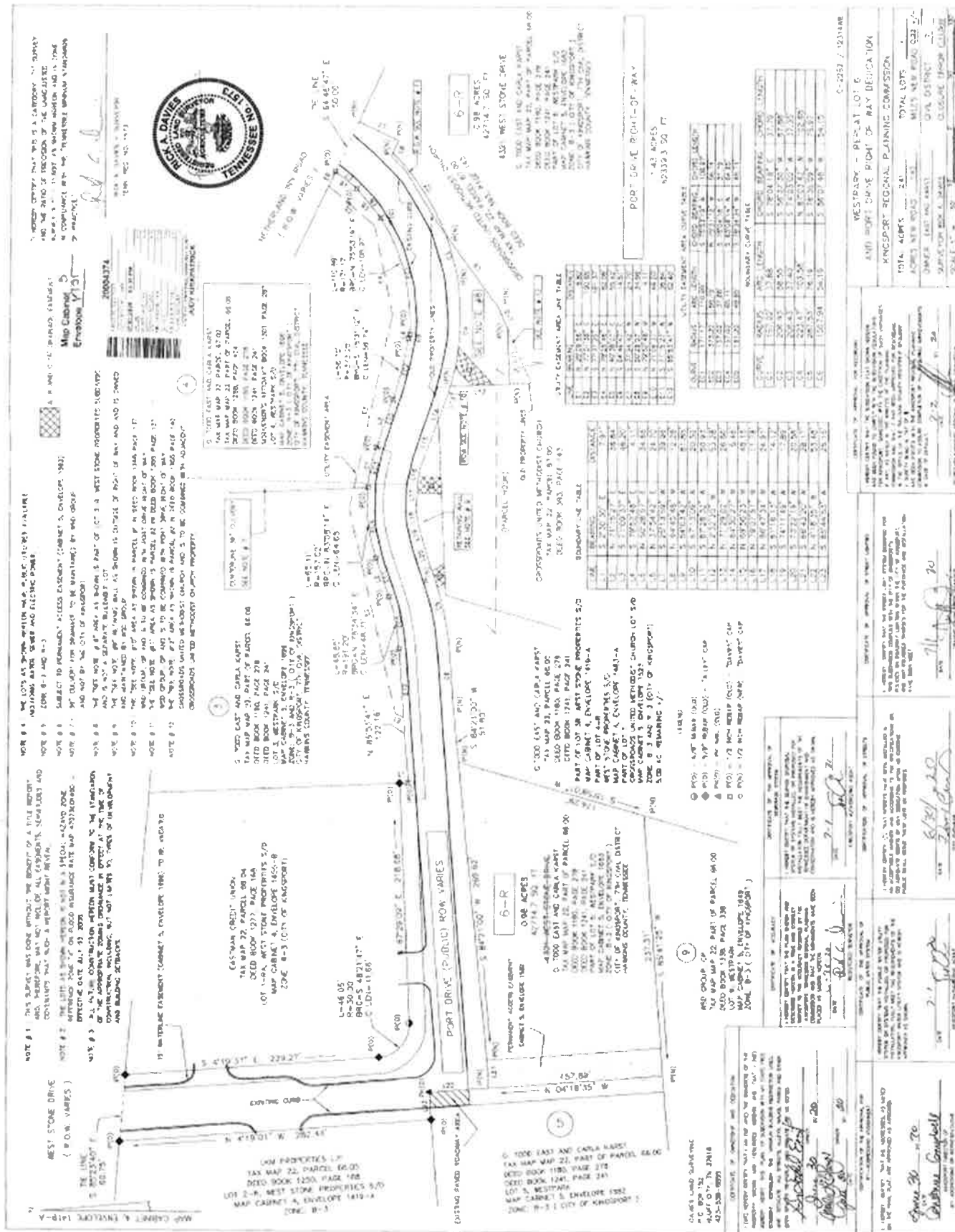
ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
General Items					
1	1	LS	Mobilization	\$ 55,710.13	\$ 55,710.13
2	1	LS	Clearing and Grubbing	\$ 12,000.00	\$ 12,000.00
3	1	LS	Traffic Control	\$ 12,000.00	\$ 12,000.00
4	1	LS	Project Sign	\$ 1,068.00	\$ 1,068.00
5	1	LS	Topsoil, Mulching, Seeding and Strawing	\$ 15,000.00	\$ 15,000.00
6	4	EA	Stop Signs	\$ 40.00	\$ 160.00
7	2	EA	Plastic Pavement Marking (Turn Lane Arrow)	\$ 160.91	\$ 321.82
8	36	LFT	Plastic Pavement Marking (Stop Line)	\$ 10.42	\$ 375.12
9	120	LFT	Plastic Pavement Marking (Cross Walk)	\$ 10.91	\$ 1,309.20
10	1	LS	As-Built	\$ 15,000.00	\$ 15,000.00
Demolition					
11	150	LFT	Removal of Existing Curb and Gutter	\$ 14.18	\$ 2,127.00
12	2,150	LFT	Removal of Existing 6" Curbing	\$ 10.00	\$ 21,500.00
13	24	SY	Removal of Asphalt Pavement	\$ 15.50	\$ 372.00
Utilities - Water					
14	750	LFT	8 inch Ductile Iron Pipe (DIP) Pipe including Fittings	\$ 40.00	\$ 30,000.00
15	3	EA	8 inch Gate Valves and Boxes	\$ 1,400.00	\$ 4,200.00
16	2	EA	Fire Hydrant Assembly - Complete includes Tee, Valve and Hydrant	\$ 3,700.00	\$ 7,400.00
17	4	EA	Service Connection to Existing 3/4" - Short w/ Copper w/ New Motor Box and Setter	\$ 3,910.00	\$ 15,640.00
18	459	TON	8" Mineral Aggregate Base (Type A, Grade D)	\$ 24.72	\$ 11,346.48
Paving					
19	124	TON	8" Mineral Aggregate Base (Type A, Grade D)	\$ 24.72	\$ 3,065.28
20	34	TON	3" Asphaltic Concrete Binder Mix (PG64-22, Grade B-M2)	\$ 127.52	\$ 4,335.68
21	12	TON	2.5" Asphaltic Concrete Binder Mix (PG64-22, Grade B-M2)	\$ 127.52	\$ 1,530.24
22	22	TON	1.5" Asphaltic Concrete Surface Mix (PG64-22, Grade D)	\$ 150.15	\$ 3,303.30
23	333	TON	2" Asphaltic Concrete Surface Mix (PG64-22, Grade D)	\$ 150.15	\$ 49,999.95
Curbing					
24	165	LFT	Sloping Curb	\$ 38.00	\$ 6,270.00
25	280	LFT	6" 30 Curb and Gutter	\$ 46.01	\$ 12,882.01
26	2,100	LFT	6" Detached Curb (TDDI RP VC 10)	\$ 16.78	\$ 35,244.59
27	20	LFT	Corner Curb Ramp	\$ 20.75	\$ 415.00
Sidewalk					
28	1,500	S F	5' Wide, 4" Concrete Sidewalk	\$ 7.79	\$ 11,685.00
				SUBTOTAL	\$ 334,280.81
CONTINGENCIES (6%)					\$ 20,056.85
					\$ 354,337.66
CONSTRUCTION CONTRACT ADMINISTRATION & INSPECTION (8%)					\$ 28,345.32
				TOTAL	\$ 382,682.97


Dave Harris
Civil Engineer I
City of Kingsport

April 28, 2022

Date



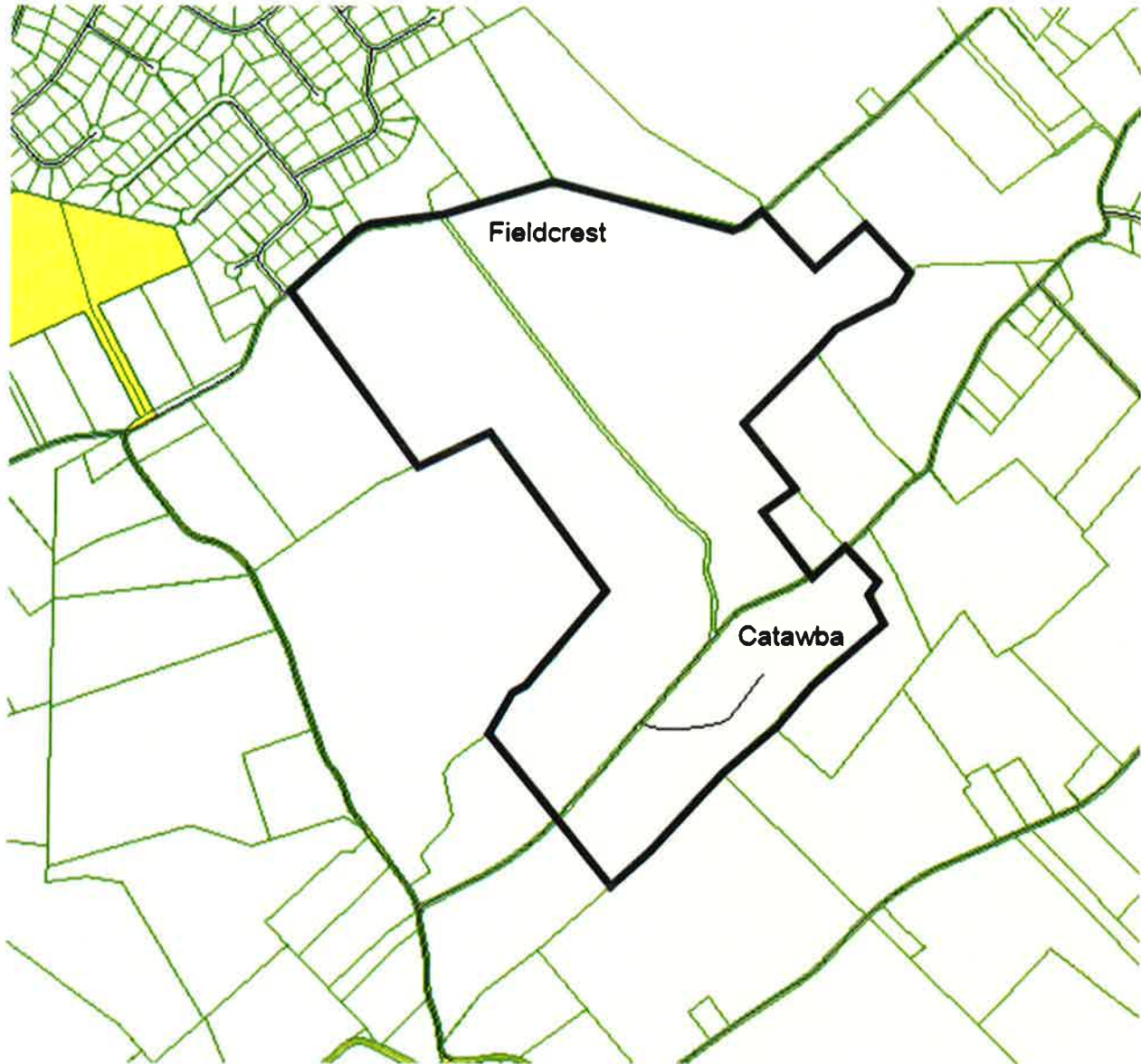


Kingsport Regional Planning Commission
Annexation Report

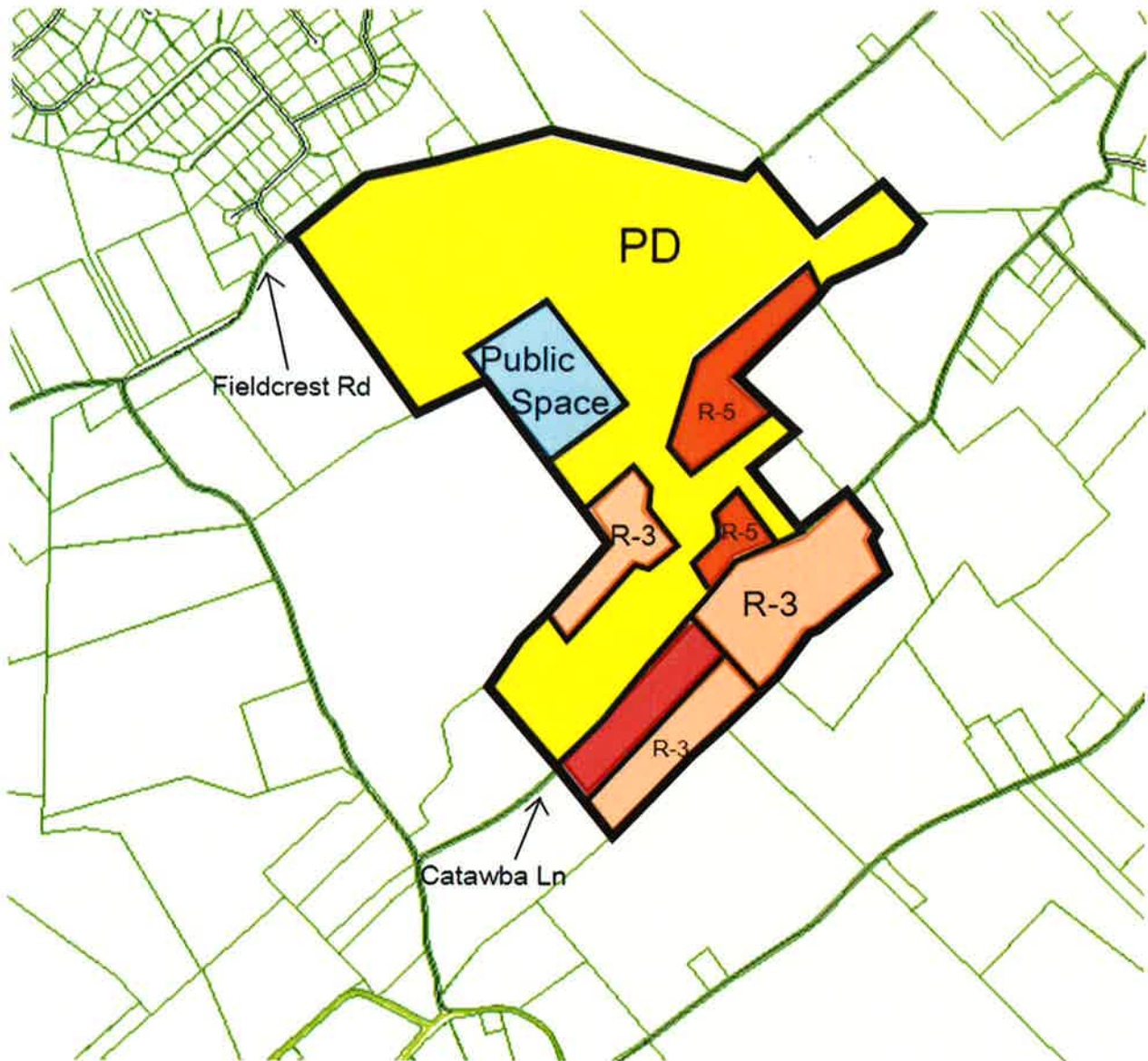
File Number ANNEX2-0049

Property Information	Fieldcrest Property Annexation		
Address	592 Catawba Ln		
Tax Map, Group, Parcel	a portion of Tax Map 063, Parcel 128.00		
Civil District	7 th		
Overlay District	None		
Land Use Plan Designation	Industrial		
Acres	201 acs +/-		
Existing Use	Agricultural	Existing Zoning	County A-1
Proposed Use	Mixed Use	Proposed Zoning	PD, R-3, R-5, B-1
Owner Information		Owner Information	
Name: PARKER EVELYN HOLT SUSAN PARKER Address: 369 ISLAND RD City: Kingsport State: TN Zip Code:37664 Email: tomp3733@gmail.com Phone Number: 423-418-4795			
Planning Department Recommendation			
<p>RECOMMENDATION: APPROVAL to recommend the Annexation, Zoning, and Plan of Services to the BMA</p> <p>The Kingsport Planning Division recommends approval for the following reasons:</p> <ul style="list-style-type: none"> • <i>The City of Kingsport should utilize annexation as urban development occurs and is necessary for present and future growth in an orderly manner.</i> • <i>It is reasonably necessary for the welfare of the residents and property owners of the affected territory.</i> • <i>The City of Kingsport can provide services through its Plan of Services that the County cannot provide to the area.</i> • <i>Annexation spurs economic growth by providing basic services at a reasonable cost and allows those costs to be spread fairly to all who enjoy those services.</i> • <i>It is reasonably necessary for the welfare of the residents and property owners of the municipality as a whole.</i> <p>Staff Field Notes and General Comments: This is a property owner-requested annexation. The annexation is being requested to bring approximately 201 acres of land into the City limits for the purpose of mixed use residential and commercial development. The proposed zones include PD, R-3, R-5 and B-1. The property is currently not served by any City utilities or services. The Planning Commission previously approved the Annexation at their March 30, 2022 meeting. This is a non-contiguous annexation which is allowable per TCA 6-51-104(d) which also requires that a mutual aid agreement be approved by the BMA and County Commission for emergency services and road maintenance for the property between the existing city limits and the annexation site.</p>			
Planner:	Ken Weems	Date:	May 9, 2022
Planning Commission Action		Meeting Date:	May 19, 2022

Location Map



Proposed Zoning Map



CONCLUSION

The Kingsport Planning Division recommends sending a favorable recommendation to the Board of Mayor and Alderman for the annexation, zoning, and Plan of Services for the Fieldcrest Annexation based on the following reasons:

- *The City of Kingsport should utilize annexation as urban development occurs and is necessary for present and future growth in an orderly manner.*
- *It is reasonably necessary for the welfare of the residents and property owners of the affected territory.*
- *The City of Kingsport already provides services to the properties in this area.*
- *Annexation spurs economic growth by providing basic services at a reasonable cost and allows those costs to be spread fairly to all who enjoy those services.*
- *It is reasonably necessary for the welfare of the residents and property owners of the municipality as a whole.*

**Fieldcrest
Plan of Services**

1. Police Protection

- A. On the date of annexation the Kingsport Police Department will respond to all calls for service for police protection, including criminal calls, traffic accidents and traffic related occurrences, and other prevention and interdiction calls for service.
- B. Effective with annexation, all resources currently available within the Kingsport Police Department will become available to the citizens of the area. The Kingsport Police Department has an authorized accredited force of 119 police officers and approximately 43 civilian personnel to provide services 24-hours per day, 365 days a year.
- C. The Kingsport Police Department is accredited with the Commission on Accreditation for Law Enforcement Agencies and has met 363 mandatory and 54 other-than mandatory standards in order to attain this status. Kingsport Police Department was only the third accredited department in the State of Tennessee and the first in northeast Tennessee.
- D. When needed, the Kingsport Police Department will hire additional police officers to provide more response to annexed areas. The officers will undergo approximately 500 hours of basic recruit training before being certified as a police officer. Upon completion of the classroom training, the officers will undergo approximately 696 hours of field officer training where they will work and be trained by designated training officers.
- E. The Kingsport Police Department will provide upon request crime prevention programs, traffic safety education programs and drug education/awareness programs to the citizens of the area. Additional programs include department personnel to address groups on law enforcement topics or concerns, home and business security checks and establishing and maintaining neighborhood watch programs.
- F. The Kingsport Police Department currently maintains an approximate 3 minute and 7 second average response time to emergency and urgent calls within the corporate limits.

2. Fire Protection

- A. On the operative date of annexation, the City of Kingsport will answer all calls for service for fire, disaster, hazardous materials, special rescue and medical first responder. The Kingsport Fire Department goes beyond the basic fire services required of a City Government.
- B. Free fire safety inspections will be available upon request on the effective date of annexation. Water lines will be upgraded within five (5) years after the effective date of annexation to provide needed fire flow to protect the properties.
- C. All structures must be brought into compliance with the City-wide smoke detector ordinance within thirty (30) days of the effective date of annexation. This is strictly to provide residents with the best fire protection service available.
- D. The City of Kingsport Fire Department has a Hazardous Materials Response Team, which has state-of-the-art equipment to handle all calls of an emergency nature dealing with incidents relating to hazardous chemicals. The department also has a Technical Rescue Team that has specialized rescue capabilities and equipment for all types of hazards.
- E. The City of Kingsport Fire Department provides First Responder emergency medical services to all life-threatening medical emergencies resulting from serious illness or injury. We provide advanced life support (paramedics) for victims until ambulance service arrives for transport.

3. Water

- A. Water will be billed at in City rates rather than out of City rates, which will result in a reduction in water rates for annexed citizens already receiving City water. Those not currently receiving City water will be required to obtain a water-tap in order to obtain City water.
- B. Water line upgrades and the installation of fire hydrants will commence for adequate fire protection and will be completed within five (5) years after the effective date of annexation.

- C. The City of Kingsport Water Department meets or exceeds water quality standards set forth by the State of Tennessee and the United States Environmental Protection Agency. The plant has been the recipient of the EPA Partnership for Safe Drinking Water award for nine consecutive years.
- D. The Water Distribution Division is managed with a professional staff who are members of key professional organizations such as: American Water Works Association, Tennessee Association of Utility Districts, National Society of Professional Engineers, American Society of Civil Engineers. Several key members of the staff also hold certificates and licenses in the operations of a distribution system in the State of Tennessee.

4. Electricity

Electric service in this area is currently under the jurisdiction of American Electric Power and is currently available.

5. Sanitary Sewer

- A. City of Kingsport sanitary sewer will be installed and extended to the property within five (5) years after the effective date of annexation. Citizens in the annexed territory will be responsible and required to obtain a sewer-tap from the City of Kingsport before connection to the sanitary sewer system.
- B. Sanitary sewer fees are based on usage of water and are direct reflection of the amount of water used by the resident.
- C. The City of Kingsport operates and maintains a 12.4 MGD wastewater treatment plant, 100 sewer lift stations and approximately 550 miles of sanitary sewer collection lines to provide sewer service to our customers.
- D. The City of Kingsport Wastewater Treatment Plant continually invests in improvements to provide a reliable and dependable infrastructure.
- E. The wastewater treatment plant is staffed with State Certified Operators 24 hours a day, 365 days a year. Treatment plant operators exceed State of Tennessee training requirements, and the Wastewater Treatment Plant is the recipient of multiple operations excellence awards.
- F. The Sewer Collection Division is managed with a professional staff who are members of key professional organizations such as: Water Environment Federation,

Tennessee Association of Utility Districts, National Society of Professional Engineers, American Society of Civil Engineers. Several key members of the staff also hold certificates and licenses in the operations of a collection system in the State of Tennessee.

6. Solid Waste Disposal

Sanitation garbage (routine household refuse), trash (grass clippings, tree trimmings, bulky items), and access to recycling centers will be provided to the annexed area on the same basis as that received by properties located within the existing City Limits. Collection will begin within thirty (30) days following the effective date of annexation. Members of the collection crews receive ongoing training in their fields. The City of Kingsport also owns and operates a demolition landfill that residents can use for a fee. That landfill is supervised by a SWANA certified Manager of Landfill Operations. This supervisor also holds other certifications from SWANA and TDEC.

7. Public Road/Street Construction & Repair

- A. Emergency and routine maintenance of any future streets and street signs, pavement markings and other traffic control devices will begin on the operative date of annexation and once constructed and accepted by the City. Emergency pothole repairs are generally made within 24 hours of notification. Crews are available on a 24 hour basis for major emergency call-outs.
- B. Cleaning of streets of snow and ice clearing on future City streets will begin on the operative date of annexation and once constructed and accepted on the same basis as now provided within the present City limits. This includes major thoroughfares, State highways and emergency route to hospitals as first priority, with secondary/collector streets and finally residential streets in that order as priority II. Snow removal crews receive yearly training to help keep them up to date with changes in procedures and techniques. Snow removal crews also respond on a 24 hour emergency call in basis.
- C. Future streets affected by utility construction will be repaired as soon as possible after the utility construction is completed.
- D. Routine Right of Way maintenance on any future city streets will also be provided on the effective date of annexation and once constructed and accepted. Tasks include Mowing, Tree Maintenance and Weed Control by certified personnel as needed to respond to routine maintenance requests and emergencies.

- E. The Streets and Sanitation Division is managed and supervised by a professional staff who are members in good standing of several Professional Organizations such as the Tennessee Chapter of the American Public Works Association, the national chapter of the American Public Works Association, the Volunteer Chapter of the Solid Waste Association of North America, the national chapter of the Solid Waste Association of North America, the Tennessee Urban Forestry Council, the Tennessee Nursery and Landscape Association, National Arbor Day Association, Tennessee Vegetation Management Association, and the Keep Kingsport Beautiful Council. The staff receives ongoing training through these Professional Organizations. Members of the staff are active in their respective organizations. Members of the staff also serve as trainers and instructors for various training venues.

8. Recreational Facilities

- A. Residents of the annexed area may use existing City recreational facilities, programs, parks, etc. on the effective date of annexation at City rates rather than out of City rates.
- B. Residents of the annexed area may use all existing library facilities and will be exempt from the non-residential fee on the effective date of annexation.
- C. Residents of the annexed area (50 years or older) will be eligible to use the Senior Citizens Center with no non-residential fees and with transportation provided on the effective date of annexation.
- D. The Department of Parks and Recreation has more than 4,800 acres of city-owned land to provide parks and recreation programs to all our citizens. The amenities and programs offered by many of the parks and recreation areas through the Leisure Services Department include playing fields for baseball and softball, basketball courts, play grounds, volley ball, tennis courts, a skate park and concession areas and restrooms to serve these facilities. Other amenities offered include General meeting areas, multi-function areas, Community Centers, senior programs, Theater and Cultural Arts programs. Many of the parks have walking and hiking trails and Bays Mountain, the City's largest park, includes animal habitats, a farm area, camping sites, and a Planetarium.

9. Street Lighting

Within five years of the operative date of annexation the City will take over responsibility (including payment) for dusk-to-dawn lights presently in place that meet City standards. The City will request that AEP install additional streetlights on collector-class and lower streets in accordance with the policy on roadway lighting within five (5) years of the effective date of annexation.

10. Zoning Services

- A. The area will be zoned PD (Planned Development District), R-3 (Low Density Apartment District), R-5 (High Density Apartment District, and B-1 (Neighborhood Business District).
- B. The Kingsport Regional Planning Commission is the comprehensive planning agency and administers zoning and land subdivision regulations for the City of Kingsport as provided in State law. The Kingsport Regional Planning Commission consists of nine (9) commissioners appointed by the Mayor of the City of Kingsport.
- C. The Kingsport Regional Planning Commission will exercise planning and zoning activities for the area being annexed upon the operative date of annexation.
- D. Appeals to the Zoning regulations are heard by the Board of Zoning Appeals and variances are granted if the request meets the criteria established for granting variances under Tennessee Code Annotated.

11. Schools

- A. Upon annexation, children currently attending County schools will be allowed to attend City of Kingsport schools or remain in County schools per the prevailing County policy at the time.
- B. Tuition paid by non-city residents now attending City schools will cease upon the effective date of annexation and those students may continue to attend City schools without charge until graduation.

The previous sections are titled and listed in the order prescribed by Tennessee Code Annotated 6-51-102(b) (2). The following sections are provided by the City of Kingsport in addition to the minimum requirements.

12. Inspection Services

All inspection services now provided by the City on a fee basis (building, electrical, plumbing, gas, housing, sanitation, etc.) will begin in the annexed area on the effective date of annexation. A free safety inspection of plumbing vents will be required at the time sewer connections are made to make sure that proper protection is available to prevent sewer gas from entering houses.

13. Animal Control

Animal control service equivalent to that presently provided within the City will be extended to the annexed area on the effective date of annexation.

14. Storm Sewers

Maintenance of existing storm sewer systems within the public ROW is provided on an as needed basis. Response to emergency storm drainage calls is also provided on a 24 hour call in basis.

15. Leaf Removal

The City will collect loose leaves with the vacuum truck between October 15 and January 15, and it will be provided to the annexation area on the same basis as it is currently provided to other City residents beginning on the effective date of annexation. Bagged leaves are collected year round. Leaves are transported to the City's Demolition Landfill where they are composted and used as an amendment to existing dirt stockpiles. This enhanced dirt is then used on City Projects for backfill and topsoil applications.

16. Graffiti Control

The City's graffiti control program, which is aimed at eliminating graffiti on public rights-of-way such as bridge abutments, street signs, railroad underpasses, and the like, will be extended to the area on the effective date of annexation. It is provided on an "as needed/on call" basis. Response time for "offensive" graffiti removal is generally within 48 hours.

17. Other Services

All other services not classified under the foregoing headings such as Executive, Judicial, Legal, Personnel, Risk Management, Fleet Maintenance, Finance and Administration and other support services will be available upon the effective date of annexation.

Current Annual Revenue (Vacant Property)

Property Tax	\$ -
State Shared Tax	\$ -
Water/Sewer Fees	\$ -
Total Current Revenue (Vacant)	\$ -

Proposed Annual Revenue After Buildout

Property Tax (breakdown below)	\$ 1,099,095
State Shared Tax (breakdown below)	\$ 288,750
Water/Sewer Fees	\$ 582,656
Total Annual Revenue	\$ 1,970,501

Proposed One Time Revenue After Buildout
Water/Sewer Taps (one time) \$ 1,790,250



13-May-22

Fieldcrest Annexation Analysis

Single Family Units	400
Town House Units	250
Apartments	400
Neighborhood Commercial	8 acres

One Time Expenses

Police Department	\$ 788,003
Street Lighting	\$ 89,369
Traffic Controls	\$ 5,810
Water	\$ 1,200,000
Sewer	\$ 2,500,000
Building	\$ 28,000
Sanitation Refuse	\$ 50,634
Recycling	\$ 41,250
Trash	\$ 56,824
Street Sweeping	\$ 2,597
Street Maintenance	\$ 699
Right of Way	\$ 1,538
Leaves	\$ 77,132
Landscaping	\$ 539
Streets/Sanitation Admin.	\$ 3,006
Schools	\$ 125,000

Total One Time Expenses \$ 4,970,402

Annual Expenses

Police Service	\$ 647,364
Street Lighting	\$ 11,369
Traffic Controls	\$ 2,010
Building Department	\$ 58,000
Sanitation Refuse	\$ 55,070
Recycling	\$ 17,781
Trash	\$ 33,187
Street Sweeping	\$ 653
Street Maintenance	\$ 3,203
Right of Way	\$ 1,538
Leaves	\$ 42,071
Landscaping	\$ 827
Streets/Sanitation Admin.	\$ 12,438
Schools	\$ 30,000

Total Annual Expenses \$ 915,511

Yellow highlight denotes expenses outside the General Fund
(Water Fund, Sewer Fund, Schools Fund)

One Time Total Cost	\$ 4,970,402
One Time Revenue After Buildout	\$ 1,790,250
Annual Expenses After Buildout	\$ 915,511
Annual Revenues After Buildout	\$ 1,970,501
Difference in Annual Rev/Exp	\$ 1,054,990

Property Tax Estimates for Total Buildout

# of SF Units	400 Total				Appraised Value	Assessed Value	Assumed Tax Rate	Estimated Property Tax
	Average Appraised Value	\$	285,000	\$	114,000,000	Commercial		
	Assessed Value	\$	71,250	\$	28,500,000			\$ 2,000,000
	Assumed Tax Rate	\$	1.88	\$	535,800			\$ 800,000
# of Townhome Units	250 Total				Appraised Value	Assessed Value	Assumed Tax Rate	Estimated Property Tax
	Average Appraised Value	\$	185,000	\$	46,250,000			\$ 1,880,000
	Assessed Value	\$	46,250	\$	11,562,500			\$ 15,040
	Assumed Tax Rate	\$	1.88	\$	217,375			
# of Multifamily Units	400 Total				Appraised Value	Assessed Value	Assumed Tax Rate	Estimated Property Tax
	Average Appraised Value	\$	110,000	\$	44,000,000			
	Assessed Value	\$	44,000	\$	17,600,000			
	Assumed Tax Rate	\$	1.88	\$	330,880			
Total		\$		\$ 1,099,095				

State Shared Tax for Total Buildout			Total # of Kids		BEP Funding Per Kid		School Breakdown	
Est. State Shared Tax/person	\$	125	2.2	0.4 (SF) 0.3 (TH or Apt)	\$	4,950	Total 355	
Est population/house (census)			1,050				Elementary: 177.5	
Total number of Units			2,310	Schools estimate 1/2 of kids being elementary, 1/4 middle and 1/4 high		1,757,250	Middle: 88.75	
Est population total							High: 88.75	
Total Est. State Shared Tax		\$	288,750					Total Funding for Schools \$1,757,250

Water/Sewer Billing Revenue

Rate	Gallons	Water	Sewer	Combined Total
Single Family	4,000	\$ 16.73	\$	41.77
Townhome	3,000	\$ 13.56	\$	31.25
Apartment (4 100 unit buildings)	250,000	\$ 858.35	\$	2,629.69
Monthly Revenue				3,488
Single Family	400	\$ 6,692.00	\$	16,708.00
Townhome	250	\$ 3,390.00	\$	7,812.50
Apartment (4 100 unit buildings)	4	\$ 3,433.40	\$	10,518.76
Combined Monthly Total				23,400.00
				11,202.50
				13,952.16

Yearly Revenue

SF/TH Water Taps	\$ 635	MF Water Taps	\$ 4,000
650 Water Taps	\$ 412,750	4 Water Taps	\$ 16,000
SF/TH Sewer Taps	\$ 1,950	MF Sewer Taps	\$ 23,500
650 Sewer Taps	\$ 1,267,500	4 Sewer Taps	\$ 94,000
Total SF/TH Tap Fees	\$ 1,680,250	Total MF Tap Fees	\$ 110,000

Total Tap Fees	\$ 1,790,250		
Total Annual Revenue	\$ 1,970,500.92	Total One Time Revenue	\$ 1,790,250

Property Information	Jared Drive Vacating		
Address	Jared Drive		
Tax Map, Group, Parcel	N/A		
Civil District	13 th Civil District		
Overlay District	N/A		
Land Use Designation	M-2		
Acres	Section of road to close +/- 2.667		
Applicant Information	Intent		
Name: Eastman Chemical Company Address: P.O box 511 City: Kingsport State: TN Zip Code: 37662 Phone Number: (423) 229-2504		Intent: <i>To vacate existing City right-of-way abutting Eastman Chemical Property.</i>	
Planning Department Recommendation			
(Approve, Deny, or Defer)			
<p>The Kingsport Planning Division recommends sending a positive recommendation to the BMA.</p> <ul style="list-style-type: none"> Request reviewed by all city departments and County Highway Department. Request reviewed by Utility Providers Request reviewed by TDOT 			
Staff Field Notes and General Comments:			
<p>The applicant for this request owns the property surrounding the proposal. The requested vacating area consists of 2.667 acres/ 1,500 feet of approximate distance of the existing Jared Drive. There are no property owners with land abutting this proposed closed section other than Eastman Chemical Company. This section of Jared Dr. is all within Kingsport's Urban Growth Boundary and zoned M-2 within the City. A Jared Drive through traffic analysis showed data of 4,300 trips driving through Jared Drive that were not going to or stopping at Eastman. The majority of the through movement traffic is experienced between 7AM – 9AM and 4PM – 6PM (peak periods). A time travel analysis was conducted and found alternative routes would add on an additional 1-5 minutes and 0.7-2.4 miles to an overall trip (dependent on the desired destination). For full context, Eastman Chemical Company is working with the state to close a portion of Jared Drive that is state right-of-way located between the proposed city vacating portion and S. Wilcox Dr (map provided in the report).</p>			
<p>All Utility providers and the City water/sewer department have reviewed this project and have responded that their needs have been satisfied. AEP and ATMOS energy have secured their needed utility easements.</p>			
Planner:	Garland	Date: 2/24/2022	
Planning Commission Action		Meeting Date:	May 19th, 2022
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

PROPERTY INFORMATION

Eastman Road Closures

ADDRESS	Jared Drive
DISTRICT, LAND LOT	Sullivan County 13th Civil District
OVERLAY DISTRICT	N/A
CURRENT ZONING	M-2
PROPOSED ZONING	No Change

ACRES +/- 2.667

EXISTING USE Public Road

PROPOSED USE Eastman rail expansion



FIGURE 6: JARED DRIVE THROUGH TRAFFIC

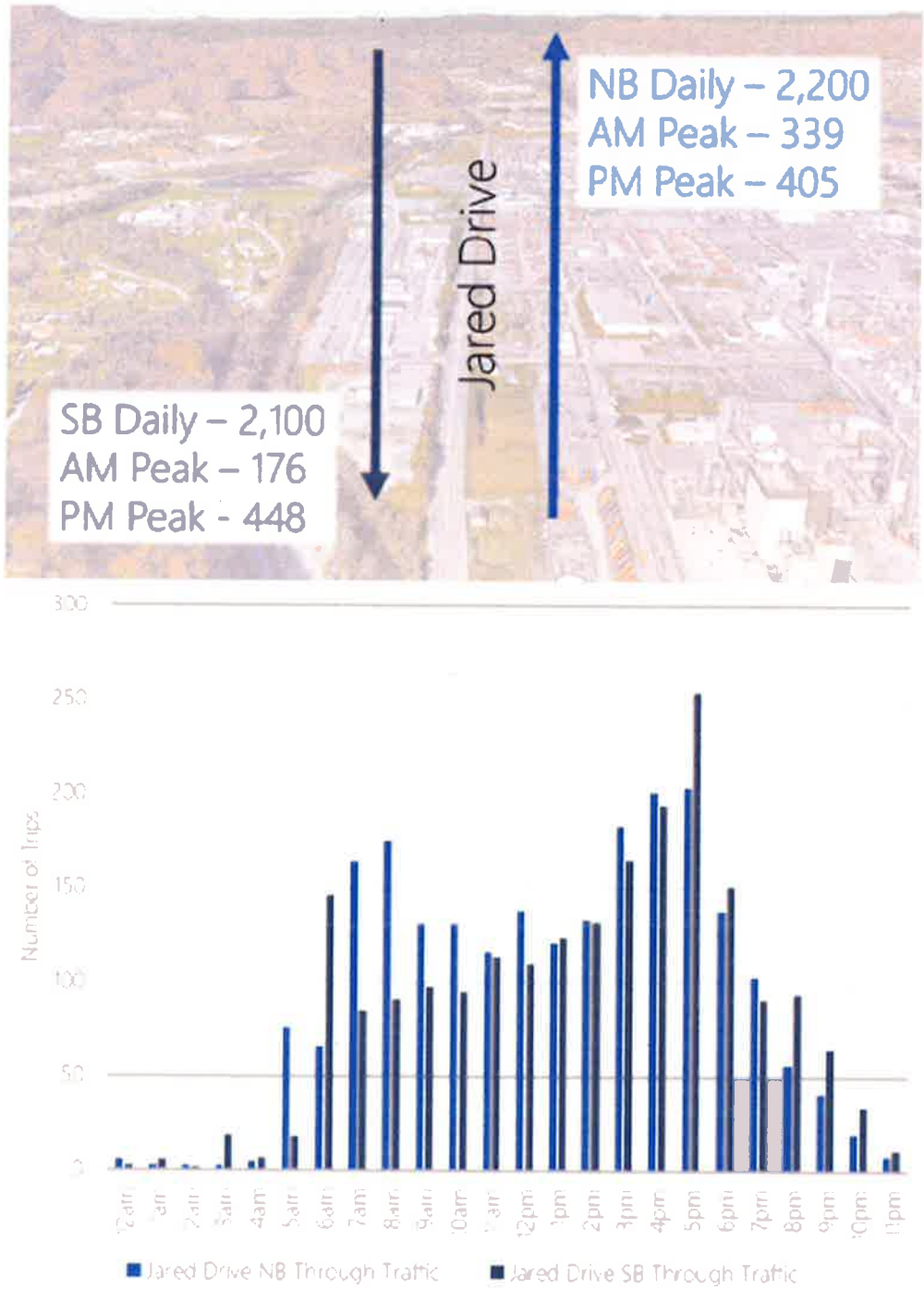


FIGURE 7: JARED DRIVE THROUGH TRIP DISTRIBUTIONS

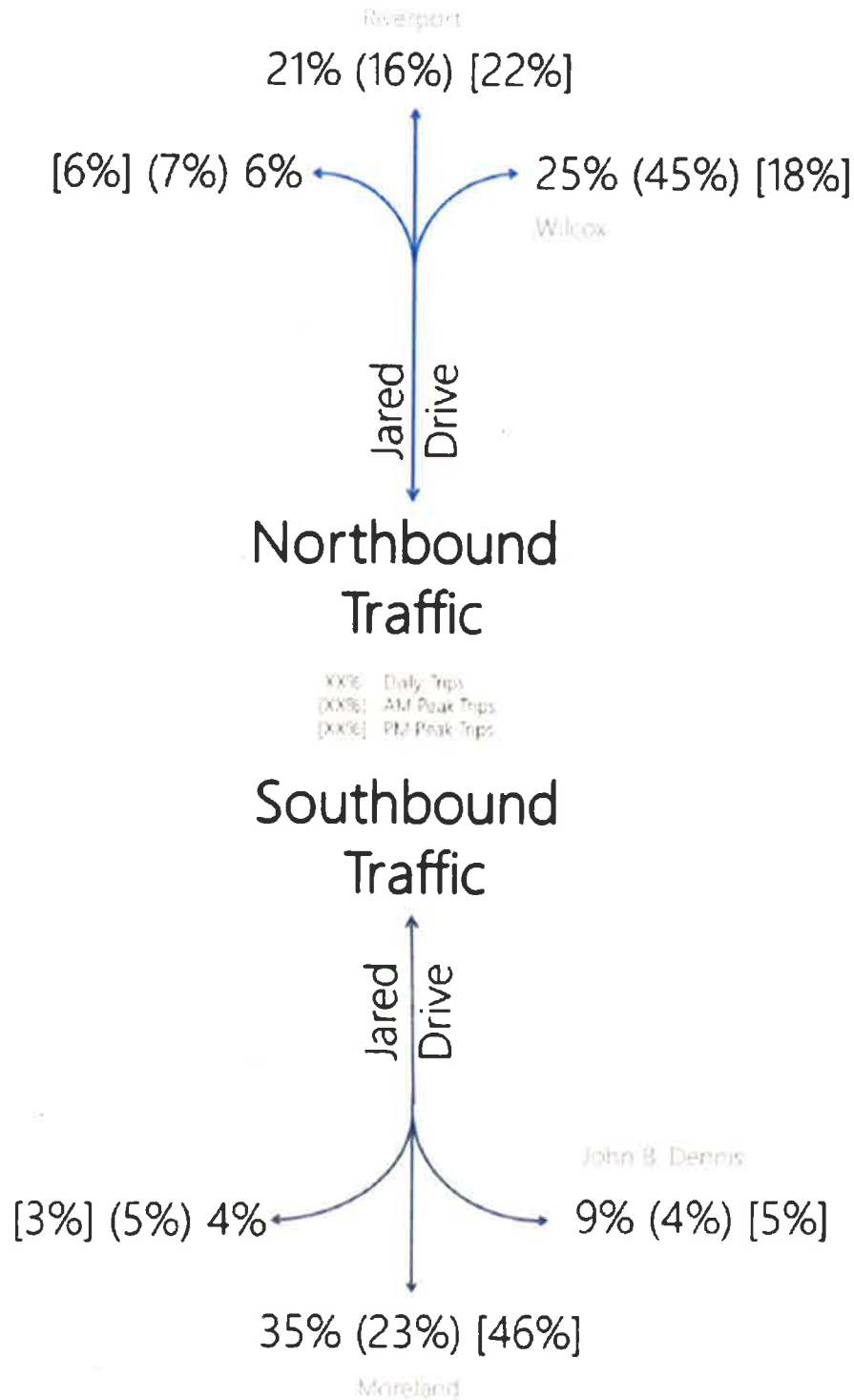
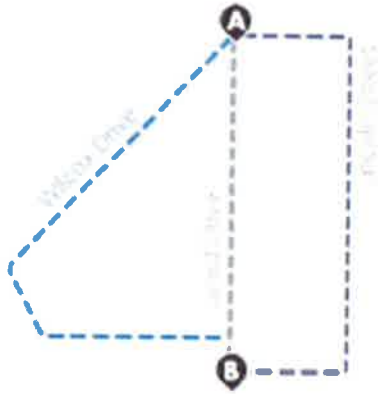


FIGURE 8: TRAVEL TIME COMPARISONS

Origin/Destination	Jared Drive	Lincoln Street	Wilcox Drive
Riverport Rd → Moreland Dr	1.5 miles/2 min	+1.4 miles/+5 min	+1.0 miles/+2 min
Moreland Dr → Downtown	3.4 miles/7 min	+0.7 miles/+2 min	+1.0 miles/+3 min
Moreland Dr → Donstar Shopping	4.1 miles/7 min	+2.4 miles/+4 min	+1.1 miles/+2 min
Riverport Rd → Rock Springs Rd	3.2 miles/6 min	+2.3 miles/+3 min	+0.7 miles/+1 min

EXHIBIT A

<u>TAX MAP</u>	<u>GROUP</u>	<u>PARCEL</u>	<u>STREET ADDRESS</u>
076C	C	021.00	Circle Drive
061O	A	001.00	Jared Drive
061O	A	002.00	Simpson Street
076B	D	020.00	719 S. Eastman Road
076B	C	001.00	1798 Jared Drive
076B	D	001.00	1799 Jared Drive
061J	A	001.00	Jared Drive
061O	B	015.00	1595 Jared Drive
076B	D	013.00	1731 Jared Drive

Survey of the portion of Jared Drive requested for closure is attached.

**PROPOSED RIGHT-OF-WAY ACQUISITION
EASTMAN CHEMICAL COMPANY**

Being a tract of land located in the Thirteenth Civil District of Sullivan County Tennessee, lying on the south side of Wilcox Drive (SR 126) and at the centerline intersection of Jared Drive and Wilcox Drive/South Wilcox Drive (SR 126) (right-of-way Drawing No. 82013-3215-04 Sta. 0+00 to 5+55.0 along Jared Drive), said tract being a portion Jared Drive right-of-way along Jared Drive and being common with Eastman Chemical Company, and being more particularly described as follows:

Beginning at a point in the northeast right-of-way line of Jared Drive proposed right-of-way acquisition at Station 5+55 at 40-feet left of the existing centerline as shown on right-of-way drawings 82013-3215-04 and being common line with Eastman Chemical Company as recorded in Deed Book 965c, page 343 (Tax Map 61J, Group "A" Parcel 1.00);

Thence, along the northern right-of-way line of Jared Drive the following 5 calls, South 37 deg. 58 min. 41 sec. East, 1459.81 feet to a point;

Thence, South 63 deg. 04 min. 42 sec. West, 7.66 feet to a point;

Thence, South 36 deg. 48 min. 02 sec. East, 938.18 feet to a point;

Thence, South 52 deg. 35 min. 18 sec. West, 8.39 feet to a point;

Thence, South 38 deg. 18 min. 27 sec. East, 1204.41 feet to a point, common corner with Harless property;

Thence, leaving the northeast right-of-way line of Jared Drive and crossing the existing right-of-way, South 51 deg. 41 min. 33 sec. West, 90.00 feet to a point in the southwestern right-of-way of Jared Drive, common line with Eastman Chemical Company;

Thence, along the southwestern right-of-way line of Jared Drive and along the common line with Eastman Chemical Company the following 5 calls, North 38 deg. 18 min. 27 sec. West, 1205.81 feet to a point;

Thence, North 38 deg. 38 min. 17 sec. West, 50.04 feet to a point;

Thence, North 36 deg. 48 min. 02 sec. West, 906.63 feet to a point;

Thence, North 63 deg. 04 min. 42 sec. East, 27.65 feet to a point;

Thence, North 37 deg. 58 min. 41 sec. West, 1444.17 feet to a point, common corner with T.D.O.T. right-of-way;

Thence, leaving the said southwestern right-of-way line, crossing Jared Drive, North 52 deg. 01 min. 19 sec. East, 80.00 feet to the point of Beginning.

Containing 319,321 square feet or 7.331 acres as shown on exhibit prepared by Barge Design Solutions, Inc. Bearing File No. 37805-06.



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

REGION 1 RIGHT OF WAY OFFICE
P. O. BOX 58
KNOXVILLE, TENNESSEE 37901
(865) 594-2496

JOSEPH GALBATO, III
INTERIM COMMISSIONER

HILL LIFE
GOVERNOR

**February 15, 2022
CERTIFIED MAIL**

Mayor Patrick W. Shull
225 W Center St.
Kingsport, TN 37660

Subject: Sale of State Owned Real Property @ Fair Market Value
Req. No. 7018
County Sullivan
Project No: FAS-68A(2): 82013-2208-04
Tract No: 1, 2, 3, 4
Requestor: Eastman Chemical Company

Pursuant to TCA 12-2-112, the Tennessee Department of Transportation has been requested to dispose of State owned real property located in Sullivan County (See attached map). It is the Department's practice to notify any local agency that may be impacted by a sale of surplus property. This memo serves as notification of disposal, and you should contact this office if you have any objections to the proposed disposal.

In the event this office has not been contacted by March 7, 2022, the Department will take the necessary steps to follow this transaction.

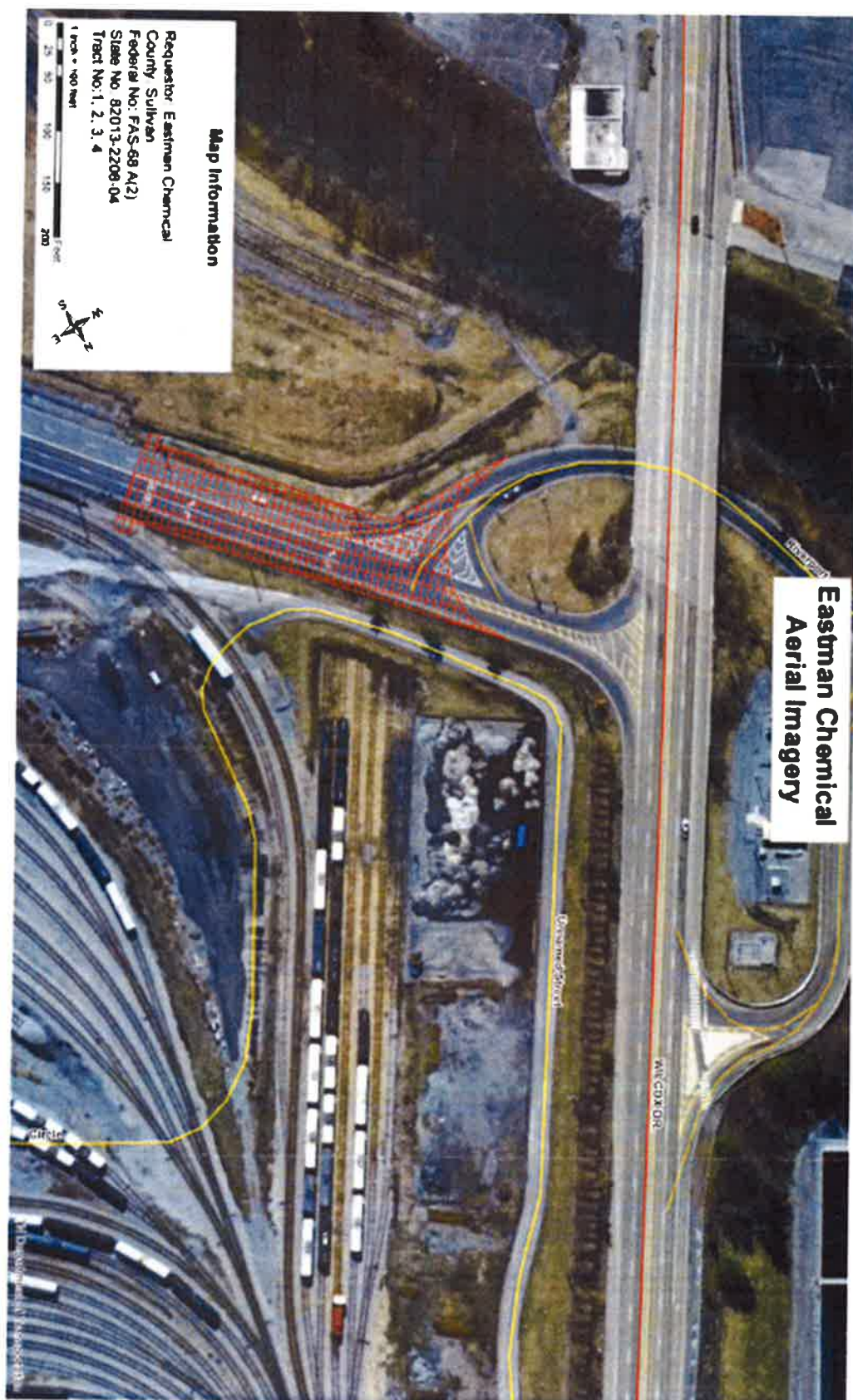
If you have any questions or need additional information regarding this matter, please contact me at 865-594-2658 or whitney.majors@tn.gov.

Sincerely,

A handwritten signature in cursive script that reads "Whitney Majors".

Whitney Majors
Excess Land Coordinator

cc: Excess Land File



City and County Zoning
Site Map



2/17/2022, 10:59:41 AM

Hawkins County Parcels	Railroad_ROW	Sullivan County Parcels	Railroad_ROW	Washington County Parcels	Railroad_ROW
Lake_Pond	River	Lake_Pond	River	Lake_Pond	River
Parcel_Conflict	Street_ROW	Parcel_Conflict	Street_ROW	Parcel_Conflict	Street_ROW
Parcels		Parcels		Parcels	



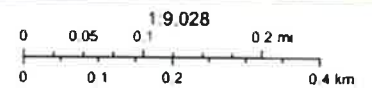
Web AppBuilder for ArcGIS

Future Land Use



2/17/2022, 11:37:39 AM

Hawkins County Parcels	Railroad_ROW	Sullivan County Parcels	Railroad_ROW	Washington County Parcels	Railroad_ROW
Lake_Pond	River	Lake_Pond	River	Lake_Pond	River
Parcel_Conflict	Street_ROW	Parcel_Conflict	Street_ROW	Parcel_Conflict	Street_ROW
Parcels		Parcels		Parcels	



Web AppBuilder for ArcGIS

RECOMMENDATION:

Staff recommends sending a favorable recommendation to the Board of Mayor and Alderman for the proposed vacating.

Property Information	Jared Drive Right-of-Way Dedication		
Address	Jared Drive		
Tax Map, Group, Parcel	n/a		
Civil District	13 th Civil District, Sullivan County		
Overlay District	N/A		
Land Use Designation	Public		
Zoning	M-2; General Manufacturing District		
Area	5,373 square feet of new right-of-way for a new cul-de-sac bulb		
Major or Minor / #lots	Street Dedication	Concept Plan	
Two-lot sub		Prelim/Final	Preliminary
Owner /Applicant Information		Surveyor Information	
Name: Eastman Chemical Company Address: P.O box 511 City: Kingsport State: TN Zip Code: 37662 Email: N/A Phone Number: 423-229-2504		Name: Barge Design Address: 4 Sheridan Square City: Kingsport State: TN Zip Code: 37660 Email: Brian.Hill@bargedesign.com Phone Number: (423)-247-5525	
Planning Department Recommendation			
(Approve, Deny, or Defer) The Kingsport Planning Division recommends APPROVAL of the right-of-way dedication for Jared Drive along with the associated variance: <ul style="list-style-type: none"> • The purpose of this right-of-way dedication is to create a turn-around for the Jared Dr. road closure • The proposal requires a 2,615' dead end street length variance. Staff Field Notes and General Comments: The submitted plat is proposing to dedicate right-of-way off Jared Drive. The total area of dedication is 5,373 square feet in size. This is located within the Kingsport's Urban Growth Boundary and this portion is zoned in the County. The purpose for this right-of-way dedication is to create a turn-around since Jared drive is proposed for closure. The applicant has also met with Sullivan County Highway Department and they are working to approve the associated construction plans. The applicant is also requesting a variance for the new dead end street length. The Subdivision Regulations state that a dead end street shall not be longer than 1,250'. The street is currently 3,865' in length. The variance request is for the 2,615' difference. The variance difference is measured from the intersection of Jared Drive and Moreland Drive. Staff recommends approval of the street dedication plat and associated variance.			
Planner:	Garland	Date: 4/28/2022	
		Meeting Date:	May 19th, 2022



WILSON WORLEY
— ATTORNEYS AT LAW —

WRITER'S E-MAIL ADDRESS:
jcw@wilsonworley.com

May 11, 2022

VIA EMAIL

Mr. Ken Weems
Ms. Savannah Garland
City of Kingsport
225 W. Center Street
Kingsport, TN 37660

RE: Eastman Chemical Company - Jared Drive Closures

Dear Mr. Weems and Ms. Garland:

This firm represents Eastman Chemical Company ("Eastman") in its Application for Vacation of Right of Way of Jared Drive previously filed with your office. As part of this application, the portion of Jared Drive located within the City limits is being requested to be vacated. The portion of Jared Drive not within the City limits, will remain open but will end with a to be constructed cul de sac. Eastman has previously submitted construction drawings showing the proposed road signage, the construction specifications for the cul de sac and a survey showing the location of the cul de sac. Of course, if you have any questions regarding these documents or need anything further please let me know.

We believe the request to end Jared Drive with a cul de sac falls within all applicable subdivision regulations with the exception that Jared Drive as proposed will be in excess of the maximum length of dead end street of 1,250 feet permitted by Article 4-1 (J) of the Minimum Regulations for Subdivision Development within the Kingsport, Tennessee Planning Region ("Regulations"). As proposed, Jared Drive would be approximately 3,865 feet. Accordingly, Eastman is requesting a variance from this requirement.

The proposed partial closure and cul de sac construction on Jared Drive is part of a significant expansion project being proposed by Eastman which would be of substantial economic benefit to Kingsport and the surrounding area. This request is also part of the proposed Meadow Lark Lane State Industrial Access Road extension which was previously approved on January 18, 2022, by the Board Of Mayor and Alderman.

2021 Meadowview Lane • 2nd Floor, Eastman Credit Union Building • Kingsport, TN 37660
P.O. Box 88 • Kingsport, TN 37662-0088 • 423.723.0400 • Fax: 423.723.0430 • wilsonworley.com

A PROFESSIONAL CORPORATION

Prepared by Kingsport Planning Department for the
Kingsport Regional Planning Commission Meeting on May 19th, 2022

Mr. Ken Weems
Ms. Savannah Garland
Page 2
May 11, 2022

Pursuant to Article 6-3 of the Regulations, unique conditions exist to support this variance request. Specifically, Eastman along with one other family are the only owners of property adjacent to Jared Drive. As a result, almost all of the traffic will be using Jared Drive to access Eastman property on Long Island and very few drivers will be using the cul de sac area as a turnaround area regardless of the length of the road. Abundant signage will be placed to instruct drivers that Jared Drive is not a through street in order to minimize errant turns onto Jared Drive.

This variance will not be detrimental to public safety or injurious to other property or improvements in the area. The non Eastman property is more than 2,000 feet from the cul de sac area and should not be negatively impacted by any construction activities. In fact, the creation of the cul de sac will significantly reduce the number of vehicles on Jared Drive and therefore have a positive impact on all property on Long Island.

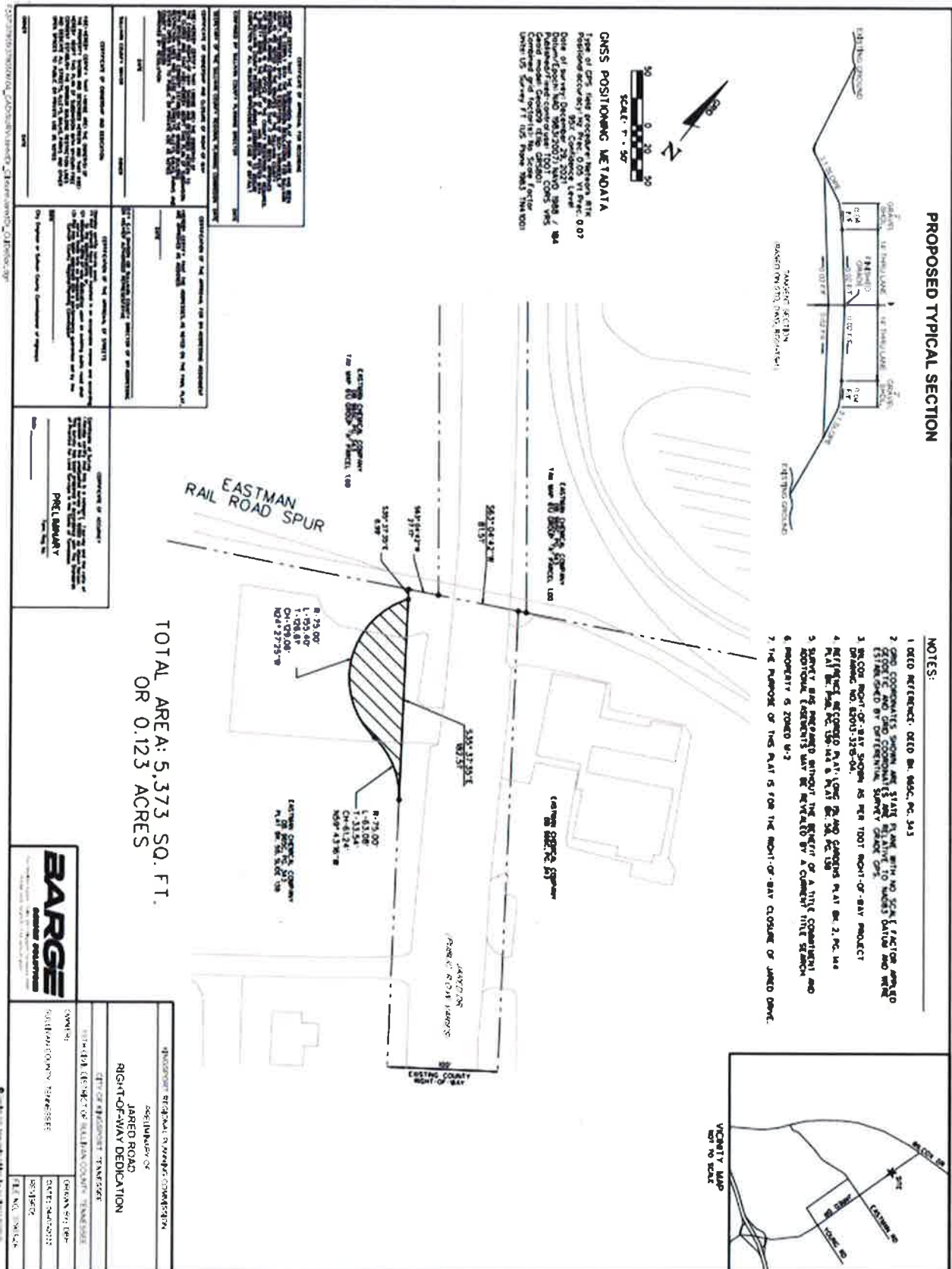
My understanding is that this matter, is currently on the Planning Commission's agenda for its May meeting. If you need any additional information or have any follow up questions to the information in this letter please let me know.

Yours Very Truly,

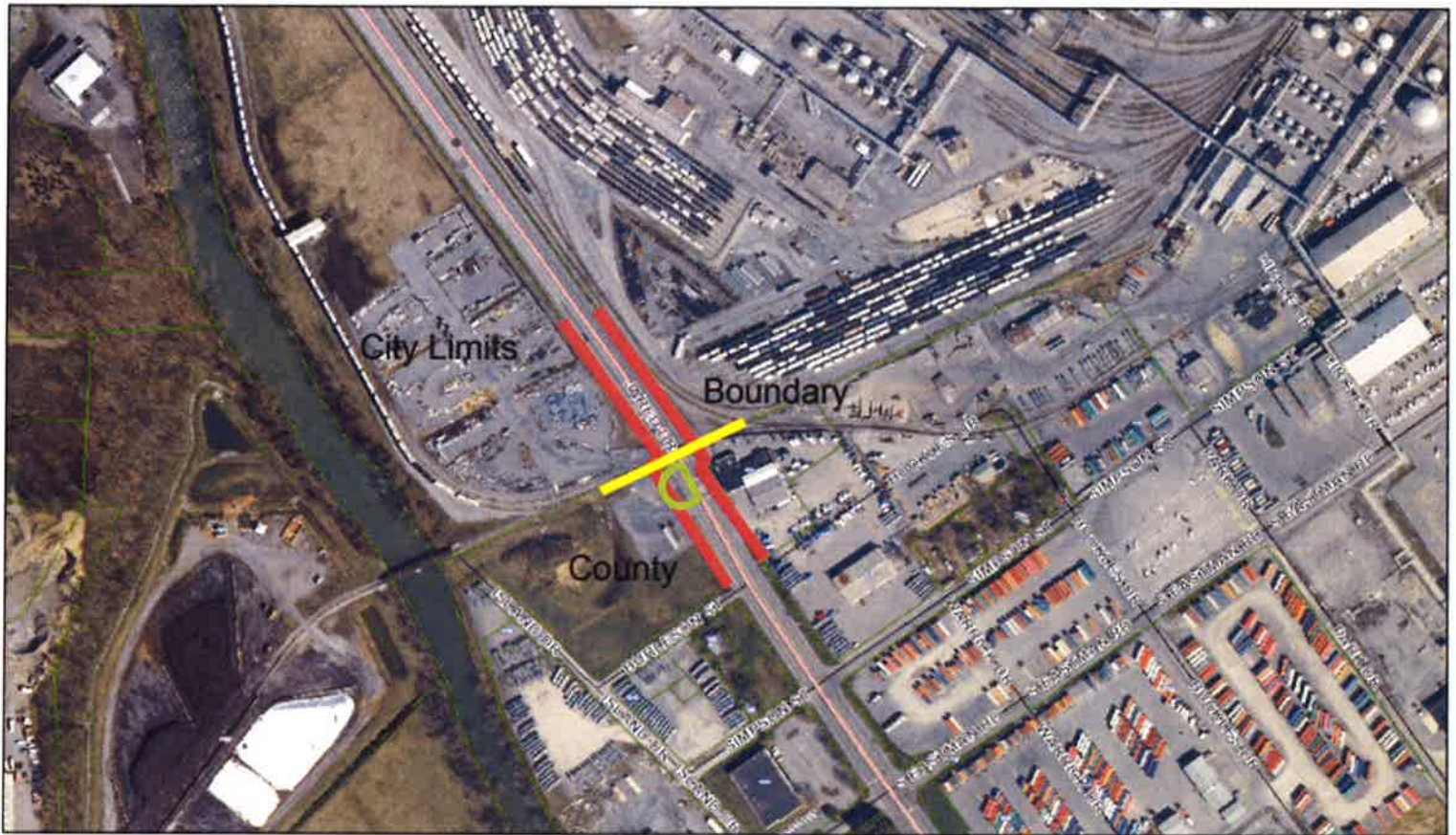
WILSON WORLEY PC

Joel A. Conkin
For The Firm

JAC/pb

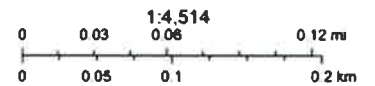


Site Map



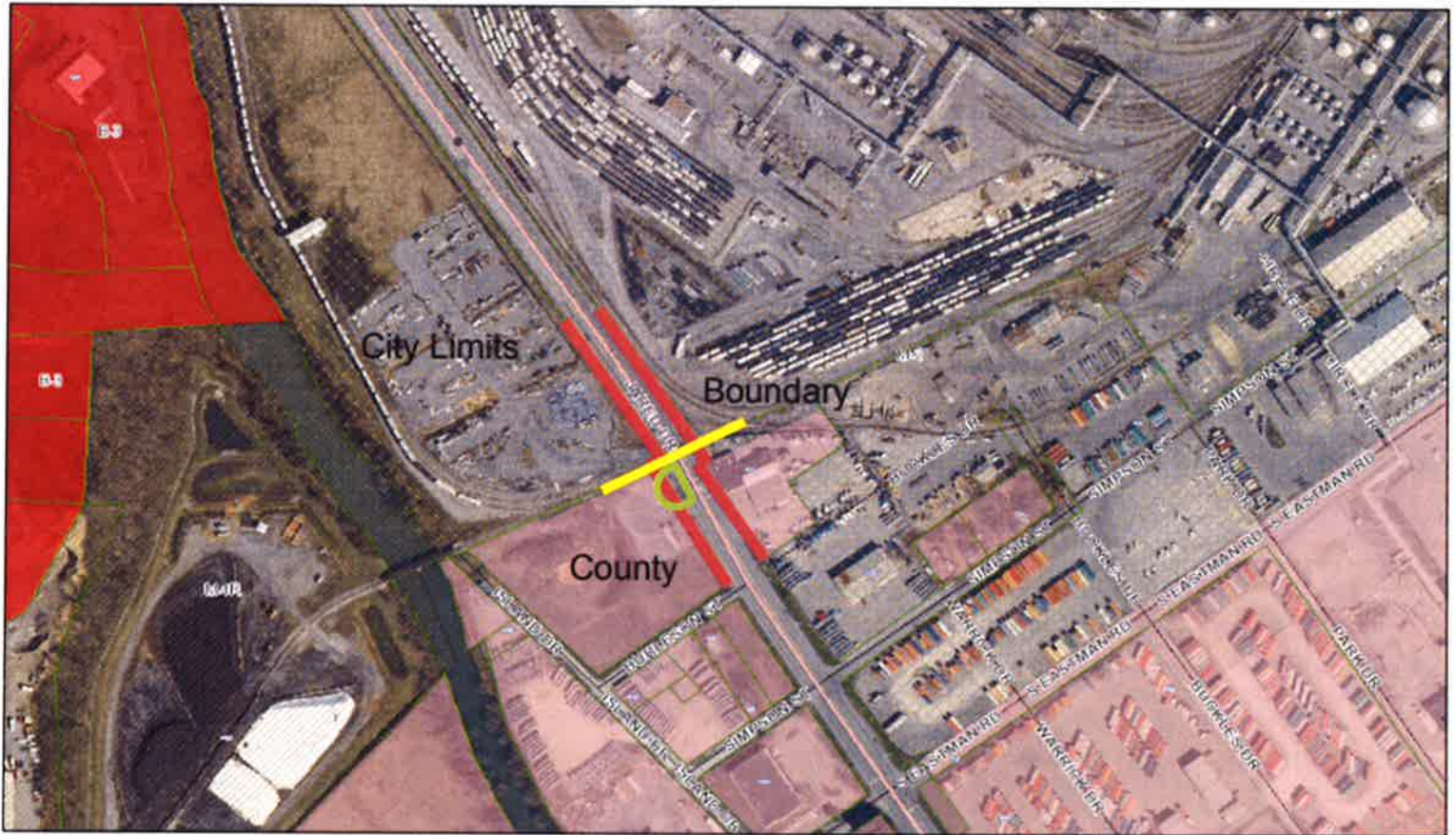
4/28/2022, 2:00:07 PM

Hawkins County Parcels	Railroad_ROW	Sullivan County Parcels	Railroad_ROW	Washington County Parcels	Railroad_ROW
Lake_Pond	River	Lake_Pond	River	Lake_Pond	River
Parcel_Conflict	Street_ROW	Parcel_Conflict	Street_ROW	Parcel_Conflict	Street_ROW
Parcels		Parcels		Parcels	



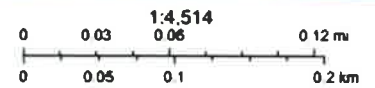
Web AppBuilder for ArcGIS

Zoning Map



4/28/2022, 2:11:50 PM

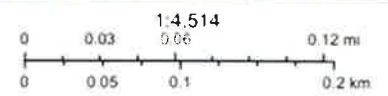
Hawkins County Parcels	Sullivan County Parcels	Washington County Parcels
Railroad_ROW	Railroad_ROW	Railroad_ROW
Lake_Pond	Lake_Pond	Lake_Pond
River	River	River
Parcel_Conflict	Parcel_Conflict	Parcel_Conflict
Street_ROW	Street_ROW	Street_ROW
Parcels	Parcels	Parcels
		Kpt 911 Address



Web AppBuilder for ArcGIS

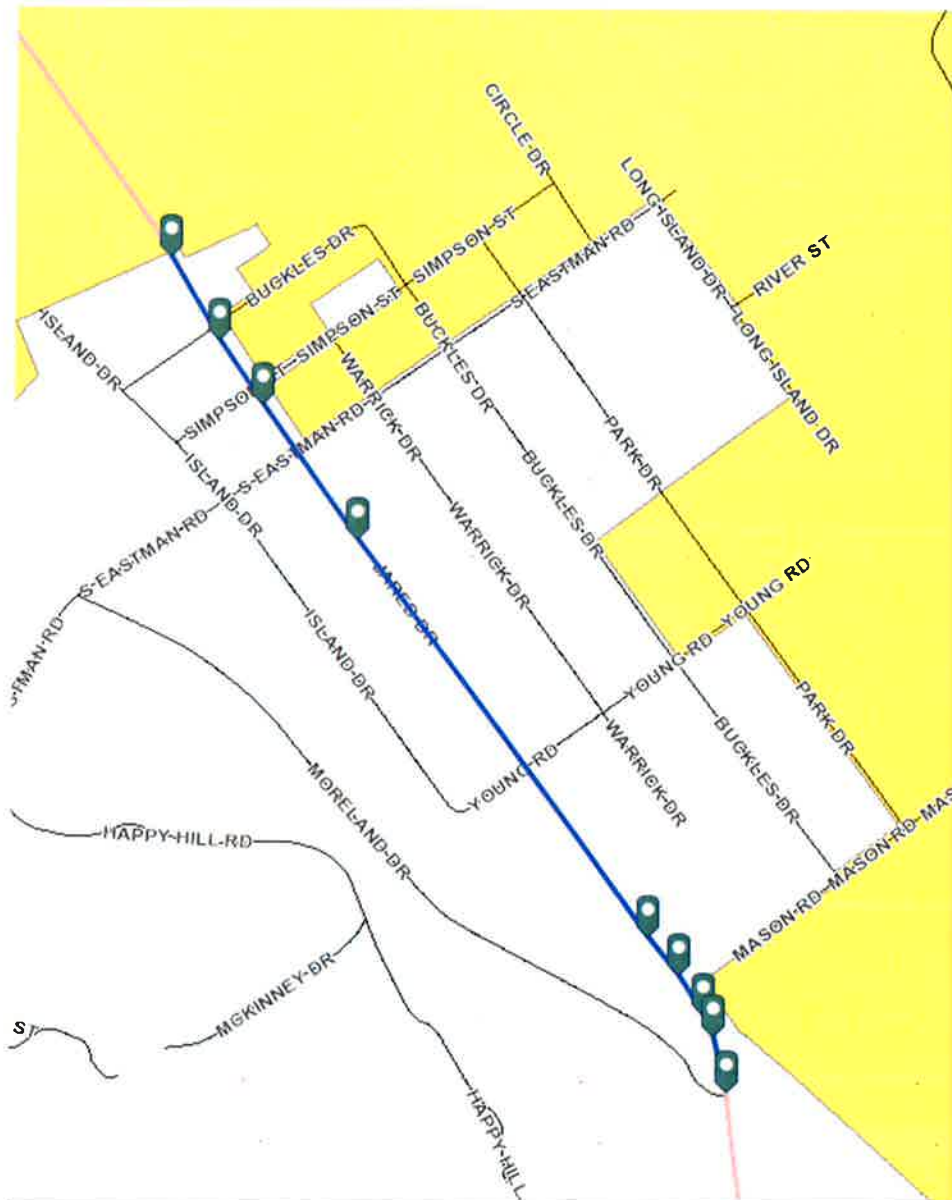
[illegible]

Hawkins County Parcels  Railroad_ROW Sullivan County Parcels  Railroad_ROW Washington County Parcels  Railroad_ROW
 Lake_Pond  River  Lake_Pond  River  Lake_Pond  River
 Parcel_Conflict  Street_ROW  Parcel_Conflict  Street_ROW  Parcel_Conflict  Street_ROW
 Parcels  Parcels  Parcels  Parcels



Web AppBuilder for ArcGIS

Street Length Graphic



Measurement Result

3,865.5 Feet

Clear

Conclusion

Staff recommends approval of the Preliminary Plat for dedication of right-of-way and associated dead end street length variance of 2,615 feet along Jared Drive contingent upon approval of the construction plans.

Property Information	Groseclose Development Conceptual		
Address	Shipp Springs Road		
Tax Map, Group, Parcel	TM 0300, part of Parcel 015.00		
Civil District	11th Civil District		
Overlay District	N/A		
Land Use Designation	County R-1		
Acres	71.23 +/-		
Major or Minor / #lots	Major – 583 Units	Concept Plan	Concept Plan
Two-lot sub		Prelim/Final	
Owner /Applicant Information		Surveyor Information	
Name: Groseclose Heirs Address: 221 Cumberland St. City: Kingsport State: TN Zip Code: 37660 Email: jerrypetzoldt@tcigrop.com Phone Number: 423-677-2486		Name: Mattern & Craig Address: 429 Clay St. City: Kingsport State: TN Zip Code: 37660 Email: djsnapp@matternadncraig.com Phone Number: 423-245-4970	
Planning Department Recommendation			
<p>The Kingsport Regional Planning Commission is requested to provide review, advice, and assistance for this conceptual proposal</p> <ul style="list-style-type: none"> The property is proposed for annexation into the City of Kingsport later in 2022. This conceptual submittal seeks guidance on 4 aspects of the subdivision regulations <p>Staff Field Notes and General Comments: The applicant is requesting conceptual plat approval for the Groseclose Development which is located in the 11th civil district and more fully described as part of Parcel 15 Tax Map 0300 of the Sullivan County Tax Maps. This development is proposed to be annexed into the City off of Shipp Springs Road at a later date and is proposed to be zoned City R-3 as part of the annexation process. The R-3 zone will facilitate mixed-use residential development on the property. This development requires the construction document submittal at the time of submittal of the preliminary plat. Staff offers analysis of four separate conceptual requests in this report.</p>			
Planner:	Garland	Date: 4/27/2022	
		Meeting Date:	May 19, 2022

Concept Plan Submission Subdivision Regulations

3-2 CONCEPT PLAN SUBMISSION

The subdivider may visit the planning offices and discuss the effects of the official planning literature as well as general design standards, zoning and other related matters which might affect the proposed subdivision. In addition, the subdivider may submit pre-application plans and data for review, advice and assistance by the Planning Commission, City staff, County Road Commissioner, Tennessee Department of Environment and Conservation, or appropriate utility agency. Such professional assistance at this early stage may save time and prevent costly revisions to making formal application for plat approval. The concept plan may also be submitted to the Planning Commission for approval at the request of the subdivider. A preliminary plat and construction plans can be prepared and approved based on this concept plan within two years of its approval.

3-3 CONCEPT PLAN CONTENT

The Concept Plan should show the entire tract and contain the following:

- 3.1 The location of the proposed subdivision in relation to the neighborhood in which it is located;
- 3.2 A simple plan showing general layout of lots and streets, major drainage-ways and other features relevant to existing conditions on the site and adjoining street system;
- 3.3 General subdivision data including land characteristics, proposed community facilities and utilities, typical building sites, street widths, street cross sections, total proposed disturbance, and contours where necessary.

An aerial photograph showing a wetland area. A red boundary line is drawn around a central dark, irregularly shaped area, likely a pond or marsh. The surrounding landscape is a mix of yellowish-brown fields and green vegetation. A blue line, possibly a road or canal, runs vertically on the left side. A white line, possibly a road or boundary, runs horizontally across the bottom. The overall terrain appears to be a mix of agricultural and natural land.

Water/Sewer Map



Randy W. Beckner
Bradley C. Craig
Wm. Thomas Austin
David P. Wilson
James E. Voso
Randy L. Dodson
Chad M. Thomas
Jason A. Carder
Brian R. Newman



Edward K. Mattern, Jr. (1949-1982)
Gene R. Cress (1935-2014)
Sam H. McElhee, III (1940-2019)
Stewart W. Hubbell (Retired)
J. Wayne Craig (Retired)
Michael S. Ague (Retired)
Steven A. Campbell (Retired)

April 15, 2022

Mr. Ken Weems, AICP
Planning Manager
City of Kingsport
415 Broad Street, 2nd Floor
Kingsport, TN 37660
(423) 229-9368 - Office
(423) 782-0116 - Cell
kenweems@kingsporttn.gov

Re: Groseclose Subdivision
Concept Plan Submission
Commission No. 4198A

To Whom it May Concern:

Mattern & Craig on behalf of Hospitality Financial Group would like to submit the enclosed concept plan for approval at the May 19th Planning Commission meeting. It is noted a Pre-Development meeting was held with the City, Developer, and Engineer in attendance on March 1st to discuss the project in detail. During this meeting several items that may require future variances request were discussed and are detailed below:

- Deletion of sidewalk along one side of the access road leading to the site from Shipp Springs Rd.
- The "small lots" within the development only have a lot width of 41'. Current City regulations require a minimum 50' lot width. It's our understanding the 50' minimum lot width regulation is up for review/revision and could possibly be reduced to 40' in the future.
- City regulations currently require any vertical curve to begin 25' from the nearest edge of pavement at the intersecting road per section 4-1 (1.6-B) of the Minimum Regulations for Subdivision Development. Due to topography, one intersection within the development will most likely not meet this requirement. It was discussed during the pre-development meeting that the intentions of this regulation are to provide adequate area for sidewalk construction to meet ADA requirements. The area in question does meet the less than 5% grade requirement at intersections and therefore will allow the construction of ADA compliant curb ramp and sidewalks if the vertical curve starts at the edge of travel-way.
- At the appropriate time a variance request will need to be submitted to allow the use of the "Local Street" typical section for the entrance roadway off of Shipp Springs. The allowable trips for a "Local Street" typical section is stated as 3,000. This development is expected to generate approximately 3,800 trips per the submitted TIA. During the pre-development meeting it was discussed the "local street" typical section would most likely be adequate as long as adequate ROW is provided for any future road widening. A 60' ROW width has been provided for the entrance road leading to the site from Shipp Springs Road for that purpose.

429 Clay Street • Kingsport, TN 37660
(423) 245-4970 • Fax (423) 245-5932
www.matternandcraig.com

Prepared by Kingsport Planning Department for the
Kingsport Regional Planning Commission Meeting on May 19th, 2022

Conceptual Pan



Staff Analysis of the Conceptual Request

It is rare that the Commission receives a concept plan submission, so a copy of the portion of subdivision regulations addressing conceptual plan regulations has been provided in this report. The developer is seeking review, advice, and assistance from the Commission on four aspects of the development design.

It is important to note that a preliminary plat and construction plans can be prepared and approved based on this concept plan within two years of its approval.

The four conceptual proposals referenced with this submittal consist of #1 a potential sidewalk variance, #2 lot frontage variance, #3 vertical curve location variance, and #4 the aspect of a local street cross section serving 3,800 trips per day when its listed capacity in the subdivision regulations address a maximum capacity of 3,000 trips per day. The above requests are analyzed further by staff below.

#1 The applicant desires to construct sidewalk along one side of the access road leading to the site from Shipp Springs Road. This section of road will be proposed as a local street cross section with sidewalk on

one side of the road only. The local street cross section, per the subdivision regulations, requires sidewalk on both sides of the street. Staff understands the steep slope issues that will impact the access road from Shipp Springs. It is staff's opinion that any awarded variance to one side of sidewalk would be partially justified by adding a comparable amount of pedestrian mobility in other parts of the development that are not as heavily impacted by slope steepness.

#2 The applicant desires to utilize 41' wide lots for some of the referenced "small lots" proposed for the development. Staff has discussed the issue of reducing minimum lot frontage in the apartment district zones to 40 feet with the Commission for potential future consideration in the recent past. Another round of discussion for this potential change will be conducted during the last agenda item of this May PC meeting.

#3 Current subdivision regulations require any vertical street curve to begin 25' from the nearest edge of pavement at the intersecting road. The applicant's stated desire, due to terrain, is to have the vertical street curve begin at the edge of travel-way for one intersection in the development. Staff reviewed this matter with our Engineering Division for further insight. More information will be needed for proper assessment. Engineering staff will be on hand for the work session and regular meeting to further explore this request.

#4 The applicant has identified an issue of the highest residential capacity street cross section listed in the subdivision regulations, the local street cross section, as not having the needed capacity for the development as designed. A travel impact analysis has been submitted that identifies approximately 3,800 trips per day as compared to the local street maximum listed capacity of 3,000 trips per day. Staff, during a past pre-development meeting for the development, commented that the local street cross section should suffice for the development if added right-of-way is provided for any potential widening. A 60 foot wide right-of-way is being proposed for the local street cross section, where the minimum standard for a local street cross section is a 50 foot wide right-of-way.

View of Property from Western Property Line





View Driving N on Shipp Springs



View Driving S on Shipp Springs



CONCLUSION

Staff recommends exploring pedestrian mobility alternatives to any portion of sidewalk along the entrance street that is proposed to be omitted; Staff recommends moving forward with a subdivision regulation amendment to accommodate the minimum 40 foot wide lots in Apartment Districts; Staff recommends proceeding with discussion in concert with Engineering Dept staff in regard to the vertical curve proposal; It is staff's recommendation, after review of the Traffic Impact Study for the site, to grant conceptual approval of the local street with 60 foot wide right-of-way for the local street standard

Sullivan County Minor Zoning Text Amendment

INTENT
To implement minor zoning text amendments concerning building separation, minimum yards, and minimum lot size in an OSRD (Open Space Residential Development).

Kingsport Regional Planning Commission Sullivan County Minor Zoning Text Amendments

Introduction:

This Sullivan County zoning text amendment addresses building separation, minimum side yards for patio homes, and minimum lot size in an OSRD (Open Space Residential Development). The proposal sets a minimum building separation of 20 feet, includes matching a 10 foot side yard when it abuts against another side yard for patio homes, and sets a minimum lot size of 5,000 square feet for lots served by public sewer. The Sullivan County Planning Commission meeting minutes and the full context of the OSRD zoning regulations are included in this report for context.

Staff recommends sending a positive recommendation to the Sullivan County Commission in support of the proposed county zoning text amendment.

Weems, Ken

From: Ambre Torbett <planning@sullivancountyttn.gov>
Sent: Friday, April 22, 2022 11:57 AM
To: Weems, Ken; Garland, Savannah; Heather Moore; Cherith Marshall
Subject: County minor ZTA
Attachments: OSRD Minor ZTA 04 19 2022 and 06 16 2022 CC.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good morning all,
The County Commission approved all of the Minor Zoning Text Amendments (ADA parking, Vesting Rights, etc) last night. 22 yes / 2 absent.

You should have some minor ones on your agenda Monday and last night respectively that will be heard by the CC next month. Thank you.

But wait, there's more.... Sorry

Attached is a tiny one. In Chapter 3 of the Residential/Agri section, we allow Open Space Residential Development – or cluster housing planned developments. It is not a rezoning but allows for cluster housing. Same density as base zoning. Follows Randall Arendt's book "Growing Greener." This OSRD plan has been in our Zoning Code since 2004 but I have yet to have a developer take advantage of it, until now.

Vic Davis wants to build his proposed Creekside Subdivision off Derby Drive using the OSRD cluster housing and Tim Lingerfelt found a typo. Oops.

Attached you will find the page from our minutes this week and the OSRD zoning code. The highlighted section in yellow is what I need your PCs to consider please. Basically it should read that the maximum density per house lot is 5,000 if served by public sewer; however the base zoning district will govern the overall gross density. The setbacks between houses can be no less than 20 foot apart in the county. I know you all allow less but we do not – still a volunteer fire response for us.

See attached and please schedule at your next PC meeting if you can in May. Thank you all so much.

Ambre M. Torbett, AICP
Director of Planning & Community Development
Sullivan County Planning & Codes Dept.
3425 Hwy. 126 | Historic Snow House
Blountville, TN 37617
423 | 279.2603 (desk)
423 | 323.6440 (main)
www.sullivancountyttn.gov

G. NEW BUSINESS: - PUBLIC HEARING ON THE UPDATED SUBDIVISION REGULATIONS, AS RECOMMENDED LAST MONTH

G1. Minor Zoning Text Amendments: Appendix D – To create ARR Zone for Cabin Developments

- (See attached Appendix D and Land Use Table) – Deferred for more study

G2. Minor Zoning Text Amendment: 3-104.3 – OSRD Development Plan – Part 3 section e –

Staff recommends the minor amendment for the density to match bulk zoning density and setbacks to match R-3B setbacks – currently in conflict. Mrs. Linda Brittenham motioned to approve and forward a favorable recommendation to the city planning commissions and County Commission for this minor text amendment as presented. Dr. Mary Rouse seconded the motion and the vote in favor passed unanimously.

H. OLD BUSINESS: - NONE

I. OTHER MATTERS OF MUTUAL INTEREST:

I1. Next Month's Rezoning Cases: for Sullivan County Regional Planning Commission 05 17-2022

- Little & Gouge Developers: A-1 to R-1 for a Single-Family Subdivision, Elsea Farm off Hwy 11E

I2. Planning Updates

J. UNSCHEDULED PUBLIC COMMENTS: *Anyone wishing to address the Planning Commission on matters of concern other than a scheduled agenda application is welcome to sign in on the list. In the interest of conducting business in a timely manner, citizens shall be limited to 3-5 minutes each. No action shall be made by the Planning Commission on matters otherwise not on the published agenda.*

**K. ADJOURNMENT: *Members adjourned at: 9:05PM.*
*The next regularly scheduled meeting will be held **May 17, 2022 at 6:00PM.*****

Approval of Minutes:

Sign: _____
Secretary of Planning Commission

Date: _____

Attest: _____
Alternate Secretary of the Planning Commission

Date: _____

3-104.3

Open Space Residential Development (OSRD) - The purpose of this section is to provide a permissive voluntary alternative procedure to be utilized in the placement of single-family detached and attached dwellings and multi-family dwellings in the location of open spaces associated therewith. These provisions are intended to provide for variations in lot size, setbacks and open space requirements within the agricultural and residential districts (A-5, A-2, A-1, R-1, R-2, R-2A, R-3A, R-3B or PUD Overlay). The density standards established for individual districts are to be maintained on an overall basis and thereby provide desirable and proper open-air space, tree cover, recreation areas or scenic vistas; all with the intent of preserving the natural beauty of the area, while at the same time maintaining the necessary maximum population density limitations of the district in which this procedure may be permitted.

1. **General Provisions** - The provisions contained within this section are intended to provide a flexible procedure for locating dwellings upon sites. As such, the provisions do not constitute a use but an alternative procedure for the spacing of buildings and the use of open areas surrounding those buildings. It is necessary, however, that the purposes and intent of this resolution be assured, and that proper light, air, and privacy be made available for each dwelling unit. In order to save costs on the installation of public improvements with road and utility extensions, the home sites shall be clustered together while property owners also enjoy the common ownership of open space.

The Site Plan required in Subpart 2, of this section, is intended to provide not only an accurate statement of the development scheme proposed for each such development but an enforceable legal instrument whereby the Planning Commission and Planning & Zoning Department may be assured that the general purposes, standards, et cetera, contained in this resolution are being met.

2. **Site Plan Required**

- a. **Contents** - A Site Plan containing the information required by the provisions of ARTICLE XII, Subsection 12-102.3, Subpart 2, shall be prepared and submitted to the Planning Commission for its review and approval along with a sketch plat as required by the Subdivision Regulations. In addition to the information required to meet the provisions of Subsection 12-102.3, the site development plan shall show:
 - (1) Topographic features, where the slope is 25% or greater, shall be preserved if feasible.
 - (2) Location of any open space that is proposed to be held in common ownership.
 - (3) Proposed ground coverage, general building footprint area, and heights of all multi-family buildings.
- b. **Coordinated Review** - Upon receipt of a site plan and sketch plat containing information as required above, the Planning Commission may:
 - (1) Concurrently review the site plan and sketch plat;
 - (2) Follow the final plat approval process pursuant to the Subdivision Regulations;
 - (3) Jointly approve, approve with modification, or disapprove these documents; and
 - (4) In the instance of approval, or approval with modification, transfer the site development plan to the Building Commissioner for enforcement.
- c. **Enforcement** - Upon approval of a Site Plan, the Building Commissioner shall note the boundary and extent of such development upon the Official Zoning Map and shall become responsible for enforcement of the plan. Only minimal adjustments involving the placement of any structure will be permitted once a site development plan has been approved. Any other change shall require submission of a proposed amendment to the approved plan.

3. **Development Standards** - The following standards and requirements shall apply to all developments subject to the provisions of this section:

- a. **General Standards for Development** - In the interest of promoting the most appropriate and economical use of the land while assuring that the character of the district is maintained, the Planning Commission in its review of a proposed development shall consider the following:
 - (1) The protection of the character, property values, privacy, and other characteristics of the surrounding neighborhood;
 - (2) The provision for surface drainage control, sewage disposal, and water supply, recreation and traffic control; and
 - (3) The preservation and protection of existing trees, ground cover, topsoil, streams, rock outcroppings and scenic or historic sites from dangers and damage caused by excessive and poorly planned grading for streets and building sites.

*Butlerham
motion
Rouse
2nd.*

- b. Availability of Public Utilities - An accessible, adequate, safe and potable supply of water shall be provided in each open space residential development on trunk lines not less than six (6) inches.
- c. Minimum Development Size - No Open Space Residential Development shall be approved that contains less than ten (10) building sites and still achieve the overall yield density of the underlying base zoning. Upon site plan approval from the Planning Commission, the plan may be reduced to no less than five (5) building sites; however, no building permit shall be issued until the homeowners' association agreement and plat is recorded with the county register of deeds.
- d. Permitted Density - The density permitted is intended to be within the range of that permitted within more typical developments offering no common open space. The maximum number of dwelling units permitted shall be computed as follows:
- (1) From the gross acreage available within the development shall be subtracted: any portion of the site, which is within the public rights-of-way and/or private rights-of-way for streets (existing and proposed) and all floodway zones as determined by the best available certified data.
 - (2) The area remaining after the above adjustments shall be divided by the minimum lot area per dwelling unit for the applicable zone district in which the dwelling unit is located. For developments located in more than one zoning district the density shall be computed separately for that portion of the development lying within each district. No developmental density may be transferred across zoning district boundaries. Such calculations shall be included in a table on the site plan. This shall be the assumed yield plan maximizing the basic density as required by traditional development practices.
- e. Minimum Lot Area to Determine Yield Plan - In order to calculate the yield plan, the density shall be calculated subject to the bulk regulations of the base zoning district. A conceptual yield plan shall be submitted as part of the development plan, in order to verify the density restriction. The lots sizes then may be reduced utilizing the cluster design scheme, as long as the dwelling site upholds minimum standards for light and air circulation, surface water absorption, privacy, and security. All structures shall be a minimum of ~~30~~ thirty twenty (20) feet separation. Patio homes shall also have ten (10) ~~fifteen~~ (15) feet single side yard abutting another ten (10) ~~fifteen~~ (15) feet side yard. All residential accessory structures shall be within the rear yard a minimum of eight (8) feet from the property line. Within all developments approved under the provisions of this section the minimum area of lots designated as residential building sites shall be as follows:
- (1) Lots Served by Public Sewer - The minimum size of lots served by public sewer shall be determined by the Planning Commission so as to secure minimum building sites and uphold the purposes of the ordinance stated herein. Under no circumstances shall a lot under the OSRD plan be less than ~~7,500~~ 5000 square feet.
 - (2) Lots Served by On-Site Sewage Disposal Systems - Where public sewer is not available, no lot or housing site may be created which is less than that approved by the county field office of the Tennessee Department of Environment and Conservation (TDEC) – Division of Ground Water Protection and all septic fields for each dwelling unit shall be located within the area of fee simple ownership of said dwelling unit, unless specifically approved by the local TDEC office and an easement is noted on the plat. Under no circumstances shall a lot under the OSRD plan be less than 10,000 square feet.

TABLE 3-104A
DENSITY AND BULK CRITERIA FOR LOTS WITHIN APPROVED
VARIABLE LOT RESIDENTIAL DEVELOPMENTS (OSRD)

ZONE DISTRICT	A-2	A-1	R-1	R-2/R-2A	R-3A/R-3B
Minimum Lot Frontage Per Dwelling (Waiver from Article VIII regardless of lot size)					Required for multifamily projects*
On Publicly Maintained Street or Approved Privately Maintained Street pursuant to Subdivision Regulations	25	25	25	25	25/50*
On Public or Private cul-de-sac (Per Subd. Regs.)	25	25	25	25	25/50*

- f. Access to Dwellings - Access and circulation shall adequately provide for firefighting, other emergency equipment, service deliveries, furniture moving vans and refuse collection.
 - g. Pedestrian Circulation - Any constructed pedestrian circulation system and its related walkways shall be insulated as completely as possible from the street system to provide separation of pedestrian underpasses or overpasses in the vicinity of schools, playgrounds, local shopping areas, and other neighborhood uses which generate a considerable amount of pedestrian traffic.
- 4. Environmental Protection - The following provisions shall apply within all developments approved under the authority of this section.
 - a. Tree Preservation - No clearing of trees greater than six (6) inches in caliper shall be permitted on any portion of the common ownership amenity area that lies beyond the building envelope designated upon said plat.
 - b. Slope Protection - It shall be the general policy of the Planning Commission to discourage alteration of slopes where the natural topography exceeds twenty-five (25) percent. In particular, toe cuts along the base of such slopes shall be avoided.
 - c. Erosion and Sediment Control Plan - A plan of erosion and sediment controls shall be approved for all developments subject to the provisions of this section. Such plan shall be instituted at the time construction activity or land alteration is begun and shall remain in effective operation throughout the entire period when land development is taking place. All plans shall be reviewed by the Planning Department and coordinated with the Tennessee Department of Environment and Conservation, Environmental Assistance Center, Johnson City Field Office prior to any grading or construction.
- 5. Open Space Requirements - Any common open space provided within any development created pursuant to the provisions of this section shall:
 - a. Meet the requirements for quality and improvement established in ARTICLE VIII, of this resolution.
 - b. Be protected by covenants, which in the opinion of the County Attorney are adequate to insure the improvement and continued maintenance of all such properties.
 - c. Serve as recreational area, farming, and/or open space only.
 - d. Be transferred to a private maintenance trust, homeowner association, condominium association or dedicated to the county as part of the Southern Appalachian Greenways Alliance master plan, at a time and in the manner specified by the Planning Commission as a condition of approval of the project.
 - e. Provide for a minimum of twenty-five (25) percent of the site to remain as common open space and not to be further subdivided in the future.
- 6. Uses Permitted on Greenway/Common Open Space Lands
 - a. Conservation of open land in its natural state (for example, woodland, fallow field, or managed meadow).
 - b. Agricultural and horticultural uses, including raising crops or livestock, wholesale nurseries, and associated buildings, excluding residences that are specifically needed to support an active, viable agricultural or horticultural operation. Specifically excluded are commercial livestock operations involving swine, poultry, mink, and other animals likely to produce highly offensive odors.
 - c. Pastureland for horses used solely for recreational purposes. Equestrian facilities shall be permitted but may not consume more than $\frac{1}{4}$ of the minimum required open space land.
 - d. Silviculture, in keeping with established standards for selective harvesting and sustained yield forestry.
 - e. Neighborhood open space uses such as village greens, commons, picnic areas, community gardens, trails, and similar low-impact passive recreational uses specifically excluding motorized off-road vehicles, rifle ranges, and other uses similar in character and potential impact as determined by the Planning Commission.
 - f. Active noncommercial recreation areas, such as playing fields, playgrounds, courts, and bikeways, provided such areas do not consume more than half of the minimum required greenway/open space land or five acres, whichever is less. Playing fields, playgrounds, and courts shall not be located within 100 feet of abutting properties. Parking facilities for the common land shall also be permitted, and they shall generally be gravel-surfaced or other pervious concrete surfaced, unlighted, and property drained; provide safe ingress and egress; and contain no more than ten parking spaces.

- g. Golf courses may constitute up to half of the minimum required open space land but shall not include driving ranges or miniature golf. Their parking areas and any associated structures shall not be included within the 50 percent minimum open space requirement; their parking and access ways may be paved and lighted.
- h. Water supply and sewage disposal systems (field beds, duplicate area only) and stormwater detention areas designed, landscaped, and available for use as an integral part of the open space plan.
- i. Easements for drainage, access, sewer, or water lines, or other public purposes;
- j. Aboveground utility rights-of-way. Aboveground utility and street rights-of-way may traverse conservation areas but shall not count toward the minimum required open space land, unless approved by the Planning Commission.

7. Required Open Space

For each parent tract of land subject to these provisions, a minimum of twenty-five (25) percent of the gross land area shall be reserved as open common space. All floodway zones shall not be calculated as part of such requirement but may be incorporated into the open space area held in common ownership.



May 19th, 2022

Sam Booher, Chairman
Kingsport Regional Planning Commission
415 Broad Street
Kingsport, TN 37660

Chairman Booher:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify the subdivision of the following lots meet(s) the Minimum Standards for Subdivision Development within the Kingsport Planning Region. The staff certifies these plat(s) as acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

1. 275 Old Island trail
2. 406 McKenzie Drive
3. Hickory Tree Manor
4. 201 W. Market St
5. 1524 Cooks Valley Rd

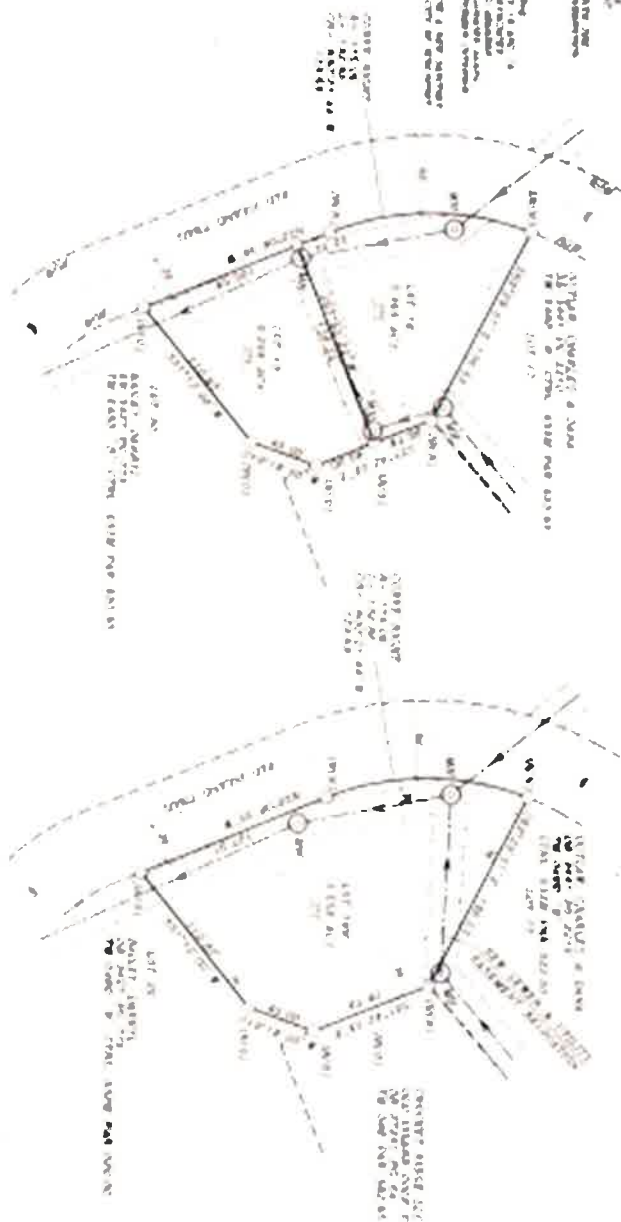
Sincerely,

Ken Weems, AICP
Planning Manager

C: Kingsport Regional Planning Commission

[illegible]

RESEARCH

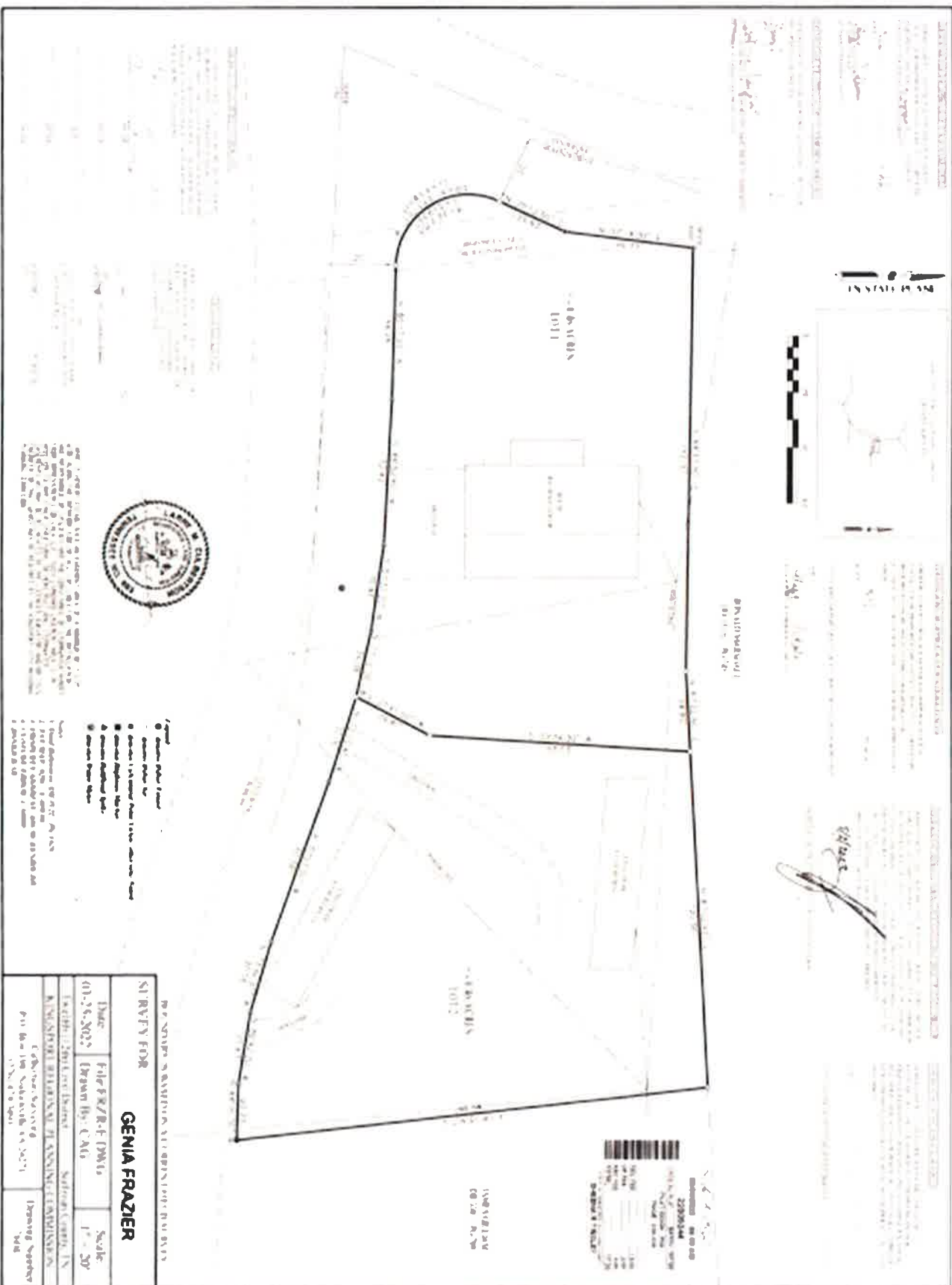


BEFORE

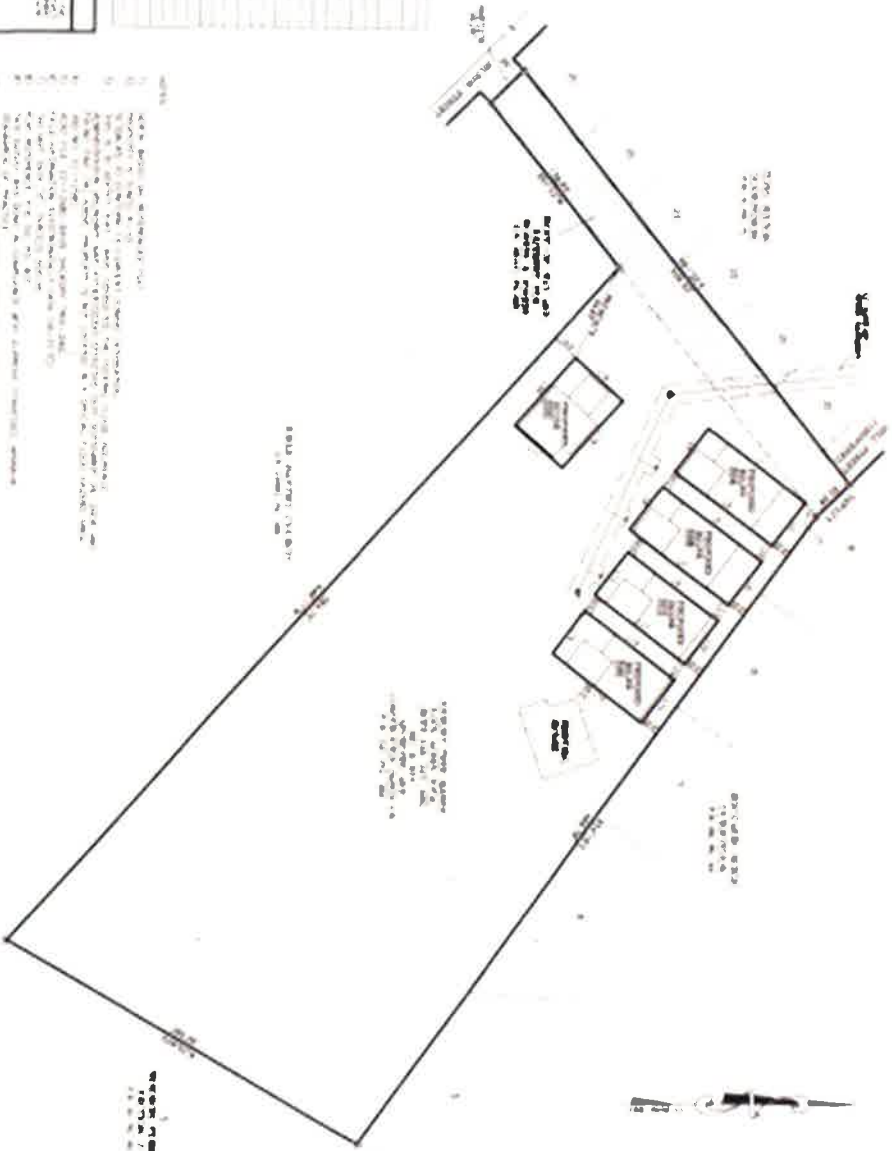
AFTER

ART & ASSOCIATED SERVICES
P.O. Box 400
Riverside, Tennessee 38877
423-354-4322

[illegible]



1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----



THESE PLANS ARE THE PROPERTY OF C COMPANY ALLEY & ASSOCIATES INC. AND ARE NOT TO BE REPRODUCED OR COPIED IN ANY MANNER WITHOUT THE WRITTEN PERMISSION OF C COMPANY ALLEY & ASSOCIATES INC. ANY VIOLATION OF THIS NOTICE SHALL BE SUBJECT TO LEGAL ACTION.

Project Name: *Project Name*
Project Number: *Project Number*
Project Location: *Project Location*
Project Date: *Project Date*

Project Description: *Project Description*

Project Details: *Project Details*

Project Notes: *Project Notes*

Project Comments: *Project Comments*

Project Status: *Project Status*

Project Contact: *Project Contact*



PROJECT NAME, ORIGINATOR, PLAN NO. 11/1/07

PROJECT NAME: *Project Name*

ORIGINATOR: *Originator*

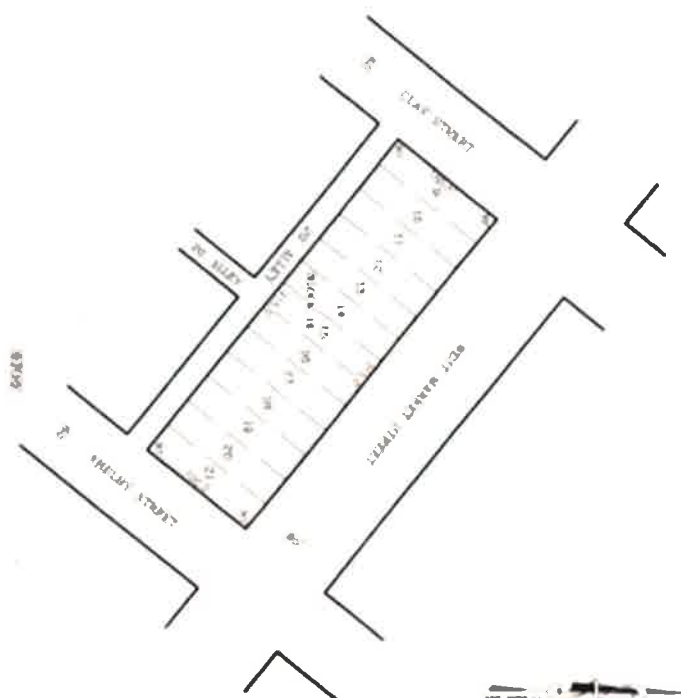
PLAN NO.: *Plan No.*

DATE: *Date*

BY: *By*

CHECKED BY: *Checked By*

APPROVED BY: *Approved By*



WILLIAMSON ENGINEERS INC.
518-832-2121
201 MILL STREET, SUITE 200, NEWTON, MA 02459
TEL: 508-552-0000
E-MAIL: williamson@williamson-engineers.com

[illegible]

1. The first step is to identify the problem. In this case, the problem is that the system is not working properly.

RECEIVED 20 APR 9 21 0102K 10

DISCUSSION: REGIONAL PLANNING CONCEPTS

[illegible]

24

1. $\frac{1}{2}$

10

—

100

...

