

KINGSPORT REGIONAL PLANNING COMMISSION

TENTATIVE AGENDA

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.

December 15, 2016

6:00 p.m.

I. INTRODUCTION AND RECOGNITION OF VISITORS

II. APPROVAL OF THE AGENDA

III. APPROVAL OF THE MINUTES OF THE WORKSESSION HELD ON NOVEMBER 14, 2016 AND THE REGULAR MEETING HELD ON NOVEMBER 17, 2016.

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

None

VI. NEW BUSINESS

12-01 Riverbend Phase 9 Preliminary Plat – (16-201-00090)

The Kingsport Regional Planning Commission is requested to recommend Preliminary Subdivision approval contingent upon the approval of the engineering documents. The property located inside the corporate limits of the City of Kingsport, 11th Civil District of Sullivan County. (Harmon)

12-02 Right-of-Way Vacating – (16-401-00006)

The Kingsport Regional Planning Commission is requested to recommend abandonment of the unimproved right-of-way located off Mellon Street. The property is located inside the corporate limits of the City of Kingsport, 7th Civil District of Hawkins County. (Harmon)

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

VIII. OTHER BUSINESS

12-03 Mini Storage Development Discussion (Weems)

12-04 Receive a letter of subdivision of the Anthony Scott Tomlinson Property, located on Kendrick Street.

12-05 Receive a letter of replat of Lots 1 & 2 William Troutman Subdivision and replat Lot 1 Martha Helvy Property, located on Rock Springs Drive.

12-06 Receive a letter to certify the subdivision of 1.33 AC property partition at Kingsport Pavilion, located on Stone Drive.

12-07 Receive a letter to certify the subdivision of the Fred Herr Property, located on Mill Creek Road.

12-08 Receive, for informational purposes only, the November 2016 report.

X. ADJOURNMENT

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

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

November 14, 2016

12:00 noon

Members Present

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

Members Absent

none

Staff Present

Jessica Harmon
Nathan Woods

Visitor's

none

At 12:00 p.m., Chairman Sam Booher called the meeting to order. The Chairman asked if any corrections were needed for the minutes of the October work session and regular meeting. With no corrections needed, the minutes will be presented for approval during the regular meeting.

IV. CONSENT AGENDA

None

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

11-01 Christ Fellowship Church Subdivision and Right-of-Way Dedication-- (16-201-00061)

The Kingsport Regional Planning Commission is requested to recommend Final Subdivision/Street Dedication approval. The property located inside the corporate limits of the City of Kingsport, 13th Civil District of Sullivan County. Staff presented the item to the Commission. Staff stated that construction has been completed on the project, which received multiple variances during the preliminary approval. Staff stated that the street dead ended in a cul-de-sac, which then creates church access via driveway. No official action was taken.

11-02 Riverwatch Development Street Dedication – (16-201-00082)

The Kingsport Regional Planning Commission is requested to recommend contingent Final Subdivision/Street Dedication approval. The property is located inside the corporate limits of the

City of Kingsport, 7th Civil District of Sullivan County. Staff presented the item to the Commission. Staff stated that all improvements had been completed for the project. Several before and after photos were shown to the Commission. The photos showed the improvements. Staff recalled the variances associated with the development, as well as the 8 foot wide pedestrian mobility path along Netherland Inn Road. No official action was taken.

11-03 Chippendale Square Road Dedication – (16-201-00085)

The Kingsport Regional Planning Commission is requested to recommend Final Subdivision/Street Dedication approval. The property is located inside the corporate limits of the City of Kingsport, 12th Civil District of Sullivan County. Staff presented the item to the Commission. Staff stated that the residents of the development had made significant upgrades to their street, to include stormwater improvements. Staff stated that it had taken several months to complete the street upgrades and that the Engineering Division was satisfied with them. No official action was taken.

11-04 Edinburgh Phase 9 Final – (16-201-00087)

The Kingsport Regional Planning Commission is requested to recommend contingent Final Subdivision approval. The property is located inside the corporate limits of the City of Kingsport, 15th Civil District of Sullivan County. Staff presented the item to the Commission. Staff noted that a bond estimate had been generated, as the developer desired to sell lots prior to completion of the street. Staff stated that a positive recommendation was given to the item, contingent upon a bond in the form of an irrevocable letter of credit being approved by the City Attorney. No official action was taken.

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

VIII. OTHER BUSINESS

11-05 Receive a letter of desubdivision of Lots 24-34 and parts of lots 1-16 and 23, located on Clinchfield Street and West Sullivan Street.

11-06 Receive a letter of replat of Lots 11R & 13R Thompson-Young Subdivision, located on Maple Street.

11-07 Receive a letter to certify the resubdivision of part of tracts 4, 5, & 6 Henry Keys Farm, located on Brookside Drive.

11-08 Receive a letter to certify the resubdivision of Lots 17 & 18 of Rotherwood Estates Section 3, located on Winchester Lane.

11-09 Receive a letter to certify the replat of the Virginia R. Harr Property, located on Old Stage Road.

11-10 Receive, for informational purposes only, the September 2016 report and the 3rd Quarter Comparison 2015-2016 from the Building Division.

X. ADJOURNMENT

Kingsport Regional Planning Commission
November 14, 2016, Work Session

There being no further business, the meeting was adjourned at approximately 12:35 p.m.

Respectfully Submitted,

Ken Weems, AICP Planning Commission Secretary

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

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

November 17, 2016

7:00 p.m.

Members Present

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

Members Absent

none

Staff Present

Ken Weems
Jessica Harmon
Jacob Grieb
Nathan Woods

Visitor's

Leland Leonard
Debbie Bennett
Keith Bennett
Gary Casey
Lisa Casey
Bryan Sauceman
Joe Bologna
Endoro Van DeBirt

At 7:00 p.m., Chairman Sam Booher called the meeting to order, welcomed the audience, introduced the commissioners and staff and summarized the meeting procedures. Chairman Sam Booher asked for approval of the agenda. A motion was made by Commissioner Mark Selby seconded by Commissioner Beverley Perdue to approve the agenda as presented. The motion was approved unanimously, 7-0. Chairman Sam Booher asked for any changes to the minutes of the work session held on October 17, 2016 the regular meeting held on October 20, 2016. A motion was made by Commissioner Mark Selby, seconded by Commissioner Sharon Duncan to approve the minutes as presented. The motion was approved unanimously 7-0.

IV. CONSENT AGENDA

None

V. UNFINISHED BUSINESS

None

VI. NEW BUSINESS

11-01 Christ Fellowship Church Subdivision and Right-of-Way Dedication– (16-201-00061)

The Kingsport Regional Planning Commission is requested to recommend Final Subdivision/Street Dedication approval. The property located inside the corporate limits of the City of Kingsport, 13th Civil District of Sullivan County. Staff presented the item, detailing the 5 separate variances that

had been approved during the January 2016 regular meeting. Staff stated that all improvements had been inspected by the Engineering Department and that the project was complete. On a motion by Pat Breeding, seconded by Phil Rickman, the Commission voted to approve the item. The motion was approved unanimously, 7-0.

11-02 Riverwatch Development Street Dedication – (16-201-00082)

The Kingsport Regional Planning Commission is requested to recommend contingent Final Subdivision/Street Dedication approval. The property is located inside the corporate limits of the City of Kingsport, 7th Civil District of Sullivan County. Staff presented the item to the Commission. Staff recalled the variances granted during preliminary approval. Staff stated that all the proposed improvements had been completed and a recommendation was made to approve the item. Beverley Perdue stated that she likes the walking path along Netherland Inn Road. On a motion by Sharon Duncan, seconded by John Moody, the Commission voted to approve the item. The motion was approved unanimously, 7-0.

11-03 Chippendale Square Road Dedication – (16-201-00085)

The Kingsport Regional Planning Commission is requested to recommend Final Subdivision/Street Dedication approval. The property is located inside the corporate limits of the City of Kingsport, 12th Civil District of Sullivan County. Staff presented the item to the Commission. Staff noted all of the improvements that the residents along the street had made. During public hearing, the Commission heard from two property owners: Keith Barnett, representing the home owners, stated that Pavewell had made all the improvements and that the residents were excited about snow removal. Joe Bologna stated that he had worked with city inspectors and plans reviewers. Staff recommended the item for approval. On a motion by Pat Breeding, seconded by Phil Rickman, the Commission voted to approve the item. The motion passed unanimously, 7-0.

11-04 Edinburgh Phase 9 Final – (16-201-00087)

The Kingsport Regional Planning Commission is requested to recommend contingent Final Subdivision approval. The property is located inside the corporate limits of the City of Kingsport, 15th Civil District of Sullivan County. Staff presented the item to the Commission, which consists of 6 new lots off Monroe Way inside the Edinburgh Development. Staff stated that the City Engineering Department generated a bond estimate for the project in the amount of \$126,400 for the completion of the remaining public improvements. Staff stated that a final approval would have to be contingent upon receiving a bond in the form of an irrevocable letter of credit from the developer to cover the estimate, and that the letter would have to be approved as to form from the City Attorney. Chairman Booher opened the public hearing. Mr. Karst spoke in favor of the item, stating that this is the first time he has ever had to bond anything. On a motion by Mike McIntire, seconded by Sharon Duncan, the Commission voted to approve the final subdivision of Edinburgh Phase 9, contingent upon receiving an irrevocable letter of credit for \$126,400 and review of the letter by the City Attorney for proper form. The motion passed 7-0.

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

VIII. OTHER BUSINESS

11-05 Receive a letter of desubdivision of Lots 24-34 and parts of lots 1-16 and 23, located on Clinchfield Street and West Sullivan Street.

11-06 Receive a letter of replat of Lots 11R & 13R Thompson-Young Subdivision, located on Maple Street.

11-07 Receive a letter to certify the resubdivision of part of tracts 4, 5, & 6 Henry Keys Farm, located on Brookside Drive.

11-08 Receive a letter to certify the resubdivision of Lots 17 & 18 of Rotherwood Estates Section 3, located on Winchester Lane.

11-09 Receive a letter to certify the replat of the Virginia R. Harr Property, located on Old Stage Road.

11-10 Receive, for informational purposes only, the September 2016 report and the 3rd Quarter Comparison 2015-2016 from the Building Division.

IX. ADJOURNMENT

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

Respectfully Submitted,

Ken Weems, AICP, Planning Commission Secretary

Kingsport Regional Planning Commission

Subdivision Report
File Number 16-201-00090

Property Information	Riverbend Phase 9 Preliminary Plat		
Address	Fort Henry Drive		
Tax Map, Group, Parcel	TM 77H, Group C, Parcel 3		
Civil District	11th Civil District		
Overlay District	N/A		
Land Use Designation	Retail/Commercial		
Acres	10.01 (1.37 new road)		
Major or Minor / #lots	Major - 1	Concept Plan	
Two-lot sub		Prelim/Final	Preliminary
Owner /Applicant Information		Surveyor Information	
Name: First Southeast Development LLC. Address: PO Box 1000 City: Abingdon State: VA Zip Code: 24212 Email: Phone Number: (251) 460-0069		Name: Todd Johnson Address: PO Box 5574 City: Johnson City State: TN Zip Code: 37602 Email: tjohnsonrls@comcast.net Phone Number: (423) 943-9223	
Planning Department Recommendation			
<p>(Approve, Deny, or Defer)</p> <p>The Kingsport Planning Division recommends Preliminary Subdivision Approval contingent upon the approval of the engineering documents and minor corrections noted by staff based on the following:</p> <ul style="list-style-type: none"> • The plat meets the intent of the City's minimum regulations for subdivisions. • No variances have been requested • Engineering documents in review at this time <p>Staff Field Notes and General Comments: Request for preliminary plat approval of lot 9 in the Riverbend Development. The submitted plat shows one lot being created along with a new public street. The new street will be a non-residential street with a 60' right-of-way. Engineering documents have been received and are in review at this time. No variances have been requested.</p> <p>Utilities: to be installed by the developer.</p>			
Planner:	Harmon	Date: 12/5/16	
Planning Commission Action		Meeting Date:	December 15, 2016
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

PROPERTY INFORMATION	Lot 9 Riverbend Preliminary Plat
ADDRESS	Fort Henry Drive
DISTRICT, LAND LOT	11th Civil District, TM 77H, Group C, Parcel 3
OVERLAY DISTRICT	Not Applicable
EXISTING ZONING	B-4P and PD
PROPOSED ZONING	No Change
ACRES 10.01 – 1 lot – 0.14 miles of new street	
EXISTING USE	Vacant
PROPOSED USE	Assisted Living

PETITIONER: First Southeast Development LLC
ADDRESS: PO Box 1000 Abingdon, VA 24212

REPRESENTATIVE: Todd Johnson
PHONE: (423) 943-9223

INTENT

The applicant is requesting preliminary plat approval for Lot 9 of the Riverbend Development , which is located in the 11th civil district and more fully described as Parcels 3 of Tax Map 77H, Group C of the Sullivan County Tax Maps.

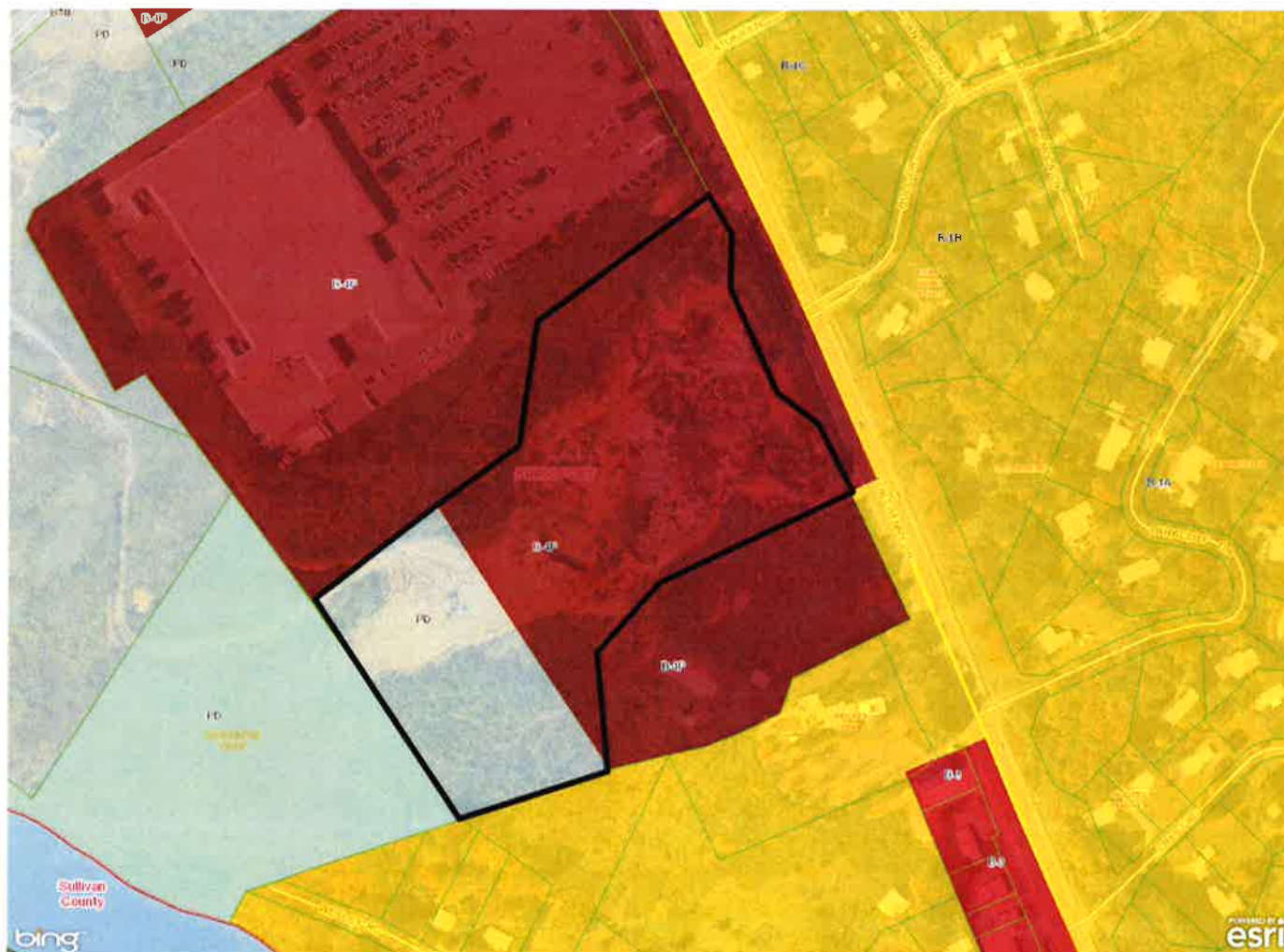
This subdivision creates one 8.64 acre lot and a new public street. The public street will be a non-residential street with a right-of-way width of 60 feet. The Engineering Department has received the construction documents and is in the process of reviewing said documents. The applicant has not stated if the infrastructure will be bonded or built out-right. No variances have been requested for this subdivision.

Staff recommends Preliminary Plat approval for Lot 9 of the Riverbend Development contingent upon approval of the construction documents by Engineering and minor corrections noted by staff.

Area Map



Surrounding Zoning



Future Land Use Map



[illegible]

North (the roof of Walmart is visible above the tree line)



East (view of Fort Henry Drive)



West (toward future assisted living facility location)

Location	Parcel / Zoning Petition	Zoning / Name
North	1	B-4P/Wal-Mart
North, Northeast	2	R-1B / SF Residential Structure
East	3	R-1B / SF Residential Structure
Southwest	4	PD/ Riverbend Park
West	5	PD/Villas At Riverbend



EXISTING USES AND LOCATION

PARCELS SURROUNDING THE RIVERBEND LOT 9 SUBDIVISION ARE ZONED EITHER CITY B-4P, R-1B OR PD. ACCESS IS VIA FORT HENRY DRIVE. UTILITIES ARE BEING CONSTRUCTED BY THE DEVELOPER.

CONCLUSION

Staff recommends Preliminary Plat approval for Lot 9 of the Riverbend Development contingent upon approval of the engineering documents and minor corrections noted by staff.

Property Information	Right-of-Way Vacating		
Address			
Tax Map, Group, Parcel	R-O-W adjacent to Hawkins County Tax Map 22E, Group B, Parcels 6 & 7		
Civil District	7 th Civil District		
Overlay District	N/A		
Land Use Designation	Residential		
Acres	+/- .02 acres		
Applicant #1 Information		Applicant #2 Information	
Name: Jacqueline & Isiah Gray Address: 3412 Stafford St. City: Kingsport State: TN Zip Code: 37660 Email: regina11a@embarqmail.com Phone Number: (423) 392-7363		Name: Jack & Betsy Pierce Address: 326 Louis St. City: Kingsport State: TN Zip Code: 37660 Email: n/a Phone Number: (423) 247-3886	
Planning Department Recommendation			
(Approve, Deny, or Defer) The Kingsport Planning Division recommends abandonment of the unimproved right-of-way located off Mellon Street: <ul style="list-style-type: none"> Request reviewed by all city departments No utilities located in the right-of-way Staff Field Notes and General Comments: The applicants for this request are the adjacent property owners to the subject area. The requested vacating area is approximately 98 feet in length and 12 feet in width. No utilities are present in this area and the right-of-way has never been developed. Utilities: No utilities present in the vacating request area.			
Planner:	Harmon	Date: 12/5/16	
Planning Commission Action		Meeting Date:	December 15, 2016
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

PROPERTY INFORMATION**Right-of-Way Vacating****ADDRESS**

Located off Mellon St

DISTRICT, LAND LOT

Hawkins County

7th Civil District, TM 22E, Group B, Parcels 6 & 7**OVERLAY DISTRICT**

R-1B

PROPOSED ZONING

No Change

ACRES +/- 0.02**EXISTING USE** Vacant**PROPOSED USE** Residential**PETITIONER 1:** Jacqueline & Isiah Gray
3412 Stafford St. Kingsport, TN 37660**PETITIONER 2:** Jack & Betsy Pierce
326 Louis St. Kingsport, TN 37660**INTENT**

The applicants are requesting that the unimproved right-of-way located between their properties be vacated by the City of Kingsport.

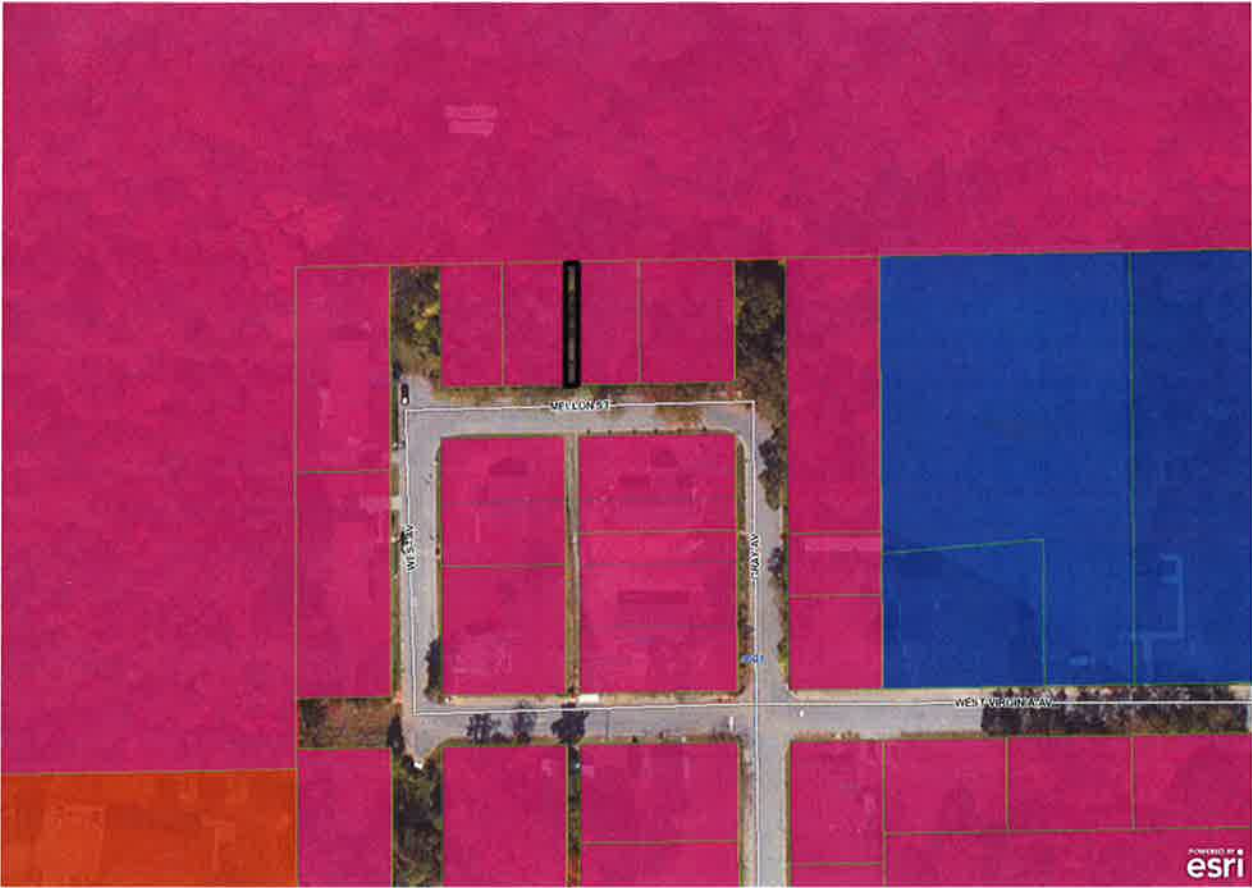
The area requested to be vacated is approximately 98 feet in length and 12 feet in width. It is a platted alleyway that was never developed. No utilities are located within this area and this area does not serve as frontage for any other lots.

This request has been reviewed by all city departments and they have responded that there is no need for this portion of right-of-way from a city perspective.

Surrounding Zoning



Future Land Use Map



North



South



RECOMMENDATION:

Staff recommends sending a favorable recommendation to the Board of Mayor and Alderman for the vacating of 98 feet of unimproved right-of-way located off Mellon Street as City staff sees no future use for the right-of-way.



MEMORANDUM

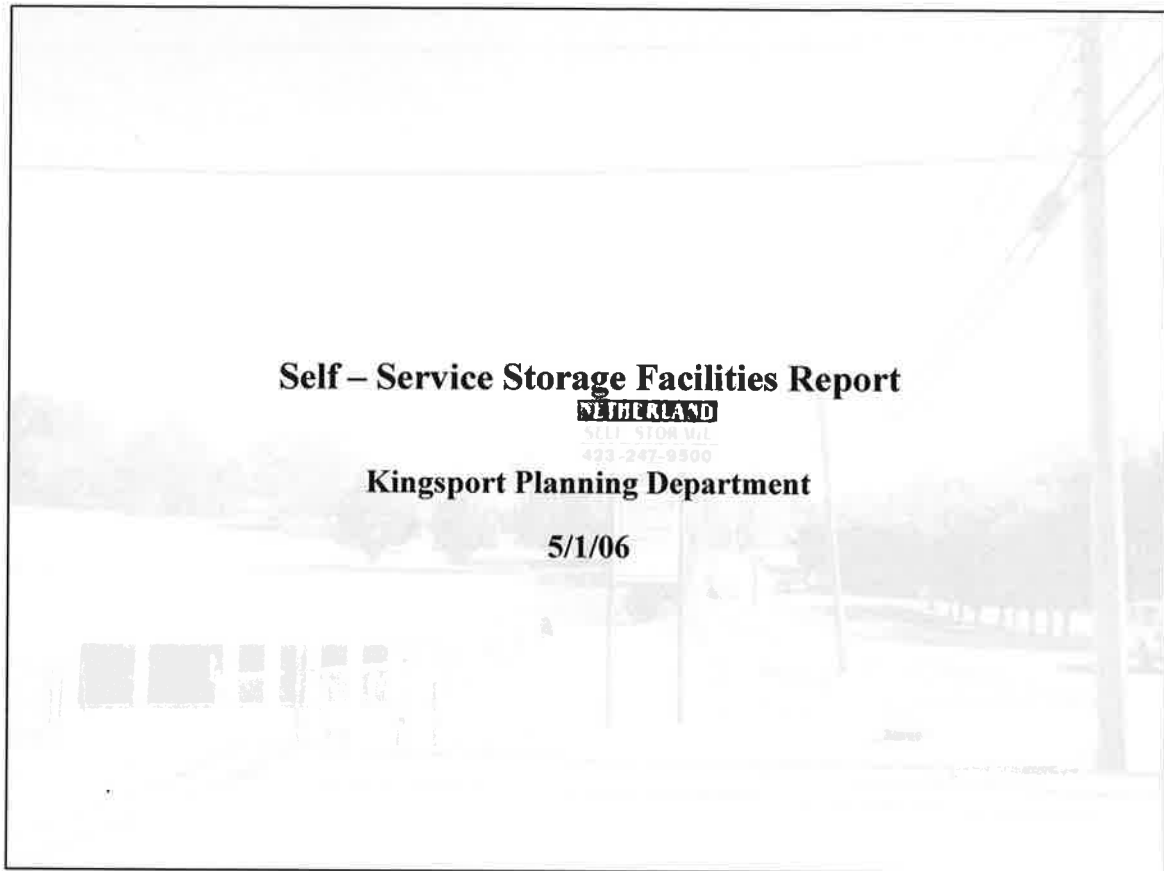
TO: Kingsport Regional Planning Commission

FROM: Ken Weems, AICP, Zoning Administrator

DATE: December 6, 2016

RE: May 1, 2006 Planning Commission Presentation on Mini-Storage Development

Shortly after the end of our November regular meeting, I briefly referenced a decade old report that was received by the Planning Commission concerning mini-storage development. The following pages contain the report and the subsequent minutes that describe the Planning Commission's action. This action led to the indoor, climate-controlled storage allowance we have in our B-3 zone today. Ultimately, the Planning Commission decided against allowing the mini-storage warehouses in our commercial zones, even with special exception requirements. Of note, the minutes address that the Kingsport Board of Zoning Appeals requested that the mini-storage warehouses not be made a special exception in our commercial zones.



Self – Service Storage Facilities Report

SETHKLAND

SELF STORAGE

423-247-9500

Kingsport Planning Department

5/1/06

Karen B. Combs

Kingsport Planning Department

5/01/06

SELF - SERVICE STORAGE FACILITIES ZONING REPORT

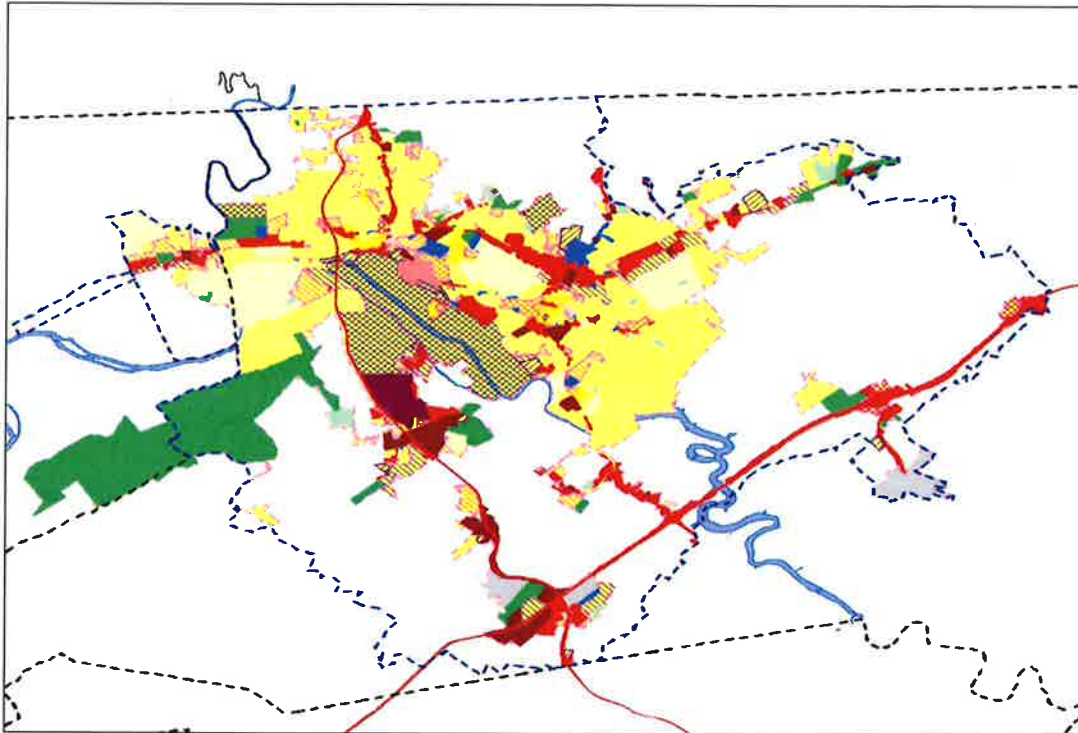
The City of Kingsport Planning Department receives calls concerning the development of self-service storage facilities or mini-warehouses weekly. These types of businesses are called many different things. For clarification purposes the term for these businesses used in this paper is self-service storage facility and is defined as follows:

A building or group of buildings consisting of individual, self contained units leased to individuals, organizations, or businesses for self-service storage of personal property.



Self-service storage facilities present specific problems to planners. They are not like conventional warehouses even though zoning ordinances tend to classify them in the same category. Self-service storage facilities are built to accommodate little traffic, to provide storage not office space or to be used as a buffer between commercial and residential or agricultural areas. In general, self-service storage uses are similar to other commercial uses in that they provide a service to residential and other businesses. Though, the character of the development is similar to that of an industrial development.

Self-service storage facilities are only allowed in the City's industrial districts at this time. These districts tend to be located away from residential areas and generally Industrial zoning is used only for large Industrial Companies or Industrial Parks. Studies have shown that the maximum distance a customer will travel for self-service storage is four miles. So it is desirable that ordinances and regulations are use to create a correct land use mix supporting the demand of self-storage while maintaining the character of the area.



Zoning Map 1

CURRENT REQUIREMENTS

Self-service storage facilities are allowed in Industrial districts. The current requirements for M-1 (Light Industrial) district are:

(1) Minimum requirements

- (a) Lot area, not applicable
- (b) Lot frontage, not applicable
- (c) Front yard, 20 feet
- (d) Each side yard, not applicable
- (e) Rear yard, not applicable
- (f) Usable open space, not applicable
- (g) Signs. See article IV of this chapter for sign provisions
- (h) Parking. See article V of this chapter for parking and loading provisions.

(2) Maximum permitted

- (a) Lot coverage, 85 percent

(b) Building height, not applicable

OTHER CITIES

Bristol, Tennessee allows self-service storage facilities in their B-3 districts as special exceptions. Each site plan is reviewed by staff.

Johnson City, Tennessee allows self-service storage facilities in their B-1 (Neighborhood Business District) as approved by the Board of Zoning Appeals as special exceptions with the following restrictions:

- A. The facility shall be located on an arterial or collector street;
- B. No exterior storage shall be allowed;
- C. The property shall contain a maximum of one-half (1/2) acres;
- D. All exterior lighting must be placed in such a way that does not directly shine into nearby residences;
- E. Noise is to be minimized. Outdoor loudspeakers, public address systems, and similar electronic devices shall not be permitted;
- F. Parking shall only be required for accessory uses (offices, etc.) and shall not be permitted in the required setback areas; and
- G. Minimum side and rear yard setbacks shall be equal to the adjacent zoning district, if different than B-1; provided side yards are a minimum of ten (10) feet.

Self-service storage facilities are also allowed in B-4, Planned Arterial Business District and B-5, Planned Community Business District as Special Exceptions. These facilities are also permitted as a principal use in the I-1, Light Industrial and I-2, Heavy Industrial Districts.

STAFF RECOMMENDATION

Staff would recommend placing self-storage facilities into the B-1, B-3, and B-4P districts as special exceptions, needing the approval of the BZA, with the following restrictions:

- (1) Minimum recommended lot size: As required by the district.
- (2) Yards: As required by the Zoning District.
- (3) Height: No building shall exceed 35 feet in height.
- (4) Driveways:
 - (a) All one-way driveways shall provide for one ten-foot parking lane and one 15-foot travel lane. Traffic directions and parking shall be designated by signing or painting.
 - (b) All two-way driveways shall provide for one ten-foot parking lane and two 12-foot travel lanes.
 - (c) The parking lanes may be eliminated when the driveway does not serve storage cubicles.
- (5) Parking:
 - (a) One space for each ten storage cubicles, equally distributed throughout the storage area.
 - (b) Two spaces for the manager's quarters, if provided.
 - (c) One space for every 25 storage cubicles to be located at the project office for use of prospective clients.
 - (d) All driveways and parking areas shall be paved.
- (6) Lighting: All lights shall be shielded to direct light onto the uses established and away from adjacent property, but it may be of sufficient intensity to discourage vandalism and theft.
- (7) Landscaping: Landscaping shall be in accordance with all applicable Zoning Regulations.
- (8) Fencing and Screening: The entire site shall be completely enclosed by walls, fencing, buildings or landscape screening. The type and placement of screening shall at the direction of the Board. The Board may also require additional buffer when deemed necessary.
- (9) Self-storage facilities shall not be approved in areas or locations when the Board finds it will be a deterrent to existing or future development/

This action responds to the demand of self-service storage facilities while efficiently executing carefully designed plans. The site must be designed for effective use, providing enough aisle space to facilitate smooth traffic flow. The facility should be designed in way as to be an asset and not detract from the surrounding area. The site could be screened from residential areas and other businesses by using landscape materials,

decorative fencing, trees, and shrubs.



Staff has prepared the following so that Self-Service Storage Facilities can be appropriately sited in either industrial or some commercial zones, while maintaining the desired character and function of specific areas. Staff recommends the following actions be approved:

Staff recommends the following definition is added to Section 114-1. Definitions. :

Self-Service Storage Facility is a building or a group of buildings consisting of individual, self contained units leased to individuals, organizations, or businesses for self-service storage of personal property.

Option 1 - Placing self-storage facilities into the B-1, B-3, and B-4P (by special exception) districts permitted uses with exceptions. This would allow the BZA to hear proposals on an individual basis and provide some minimum landscaping standards.

Option 2 - Indoor, climate control self-storage facilities be permitted as a principal use in these districts. This will promote redevelopment of existing, large, vacant structures such as grocery stores and treats new construction the same as all new constructed developments.

Staff recommends **Option 2** based on the following:

1. Individual, outdoor storage units will still be permitted in Industrial Districts.
2. The requirement treats the use equally with all other commercial uses.
3. The change meets a demonstrated need in the community.

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

June 15, 2006

7:00 P.M.

Members Present

Mike McIntire, Chairman
Brian Alderson, Vice-Chairman
John Faust
Dennis Ward
Don Brown
George Coleman

Members Absent

Ken Marsh, Alderman
Colette George
Jim Lewis

Staff Present

Alan Webb
Sharyl Carter
Karen Combs
Forrest Koder

Visitor's List

C. Jeffery
Dwayne Powell
Danny Carr
Pam Carr
David Carter
Amy Carter
Brenda Wilson
Bob Wilson
Helen Brooks
Rusty Brooks
Tom McNutt

Chris Galitz
Don Fluce
Cindy Fluce
Tim Lingerfelt
Joe Barker
Jo McDavid
Joe Parrott

At 7:00 p.m., Chairman Mike McIntire welcomed the audience, introduced the Commissioners and staff, and summarized meeting procedures. Staff advised that there had been no changes to the Tentative Agenda reviewed at the Monday, June 12, 2006, Agenda Review meeting. The Agenda was approved. On a motion by Dennis Ward, seconded by Brian Alderson the minutes of the May 18, 2006, meeting were approved unanimously.

CONSENT AGENDA

Oakley Point Planned Development (06-103-00001) - The Planning Commission considered granting final approval to the Oakley Point Planned Development, located south of Thornton Drive. The Commission had been advised that the property was owned by Mr. Hal Calhoun, and the plat was prepared by Carter, Carr, and Associates. The final plan consisted of 5.09-acres, and 24 residential units, which were decreased from the original 27, as shown on the preliminary plan. The developer was installing a public street to be a continuation of Oakley Place, and utilities to serve the development. Staff stated final plan conformed with a preliminary approval, and no variances were associated with this request.

Preston Park Section 2, Phase 2 (06-201-00040) - The Planning Commission considered granting preliminary approval to Preston Park Section 2, Phase 2, located in the Preston Park Neighborhood. The Commission had been advised the property was owned by Preston Park Development and the plat prepared by Alley & Associates. Staff stated that at its September 1995 meeting, the Planning Commission granted approval for the remainder of the Preston Park Subdivision. Submitted for preliminary approval was the first phase of the development, which consisted of 8-acres to be subdivided into 6-lots, and .05 miles of new road constructed. The new road would be an extension of the existing providence point. The area for the retention pond for the development was also included in this phase and would remain the responsibility of the owners for maintenance. Staff advised that the preliminary construction plats conform with the concept approval and no variances were associated with this subdivision.

On a motion by Don Brown, seconded by George Coleman, the consent agenda was approved unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

Rock Springs Rd. South-Area 1 Annexation (06-301-00003) - The Planning Commission considered the annexation, zoning, and plan of services for an approximate 55-acres adjacent to Rock Springs Road. Staff explained that this annexation would be the first of a series of 5 annexations to the Bridwell parcel at the end of Rock Springs Road. All parcels would front on Rock Springs Road and a total of 25 are included in this report. The surrounding zoning for the County is all R-1 and A-1, while the City zoning is all R-1B. The zoning districts are a reflection of the uses in the area, which is mostly residential and agricultural. Many residents spoke in opposition to the annexation. Ms. Jo McDavid stated traffic was difficult and wanted to know what the City was going to do to handle future traffic. Ms. McDavid also stated an objection to the placement of streetlights by the City if annexed due to light intrusion. Mr. Webb stated the streetlights would add to improving safety on the road and that they can have safety versus not having the ability to see the stars at night, he would have to opt for safety. Bob Wilson also stated traffic was a problem in the area. Mr. Bob Jones stated it was going to be hard to lay sewer lines in the area and it was called "Rock Springs" for a reason. Also wanted to know the projected enrollment for the new school if it was built in the area and would it offer sports and all other activities as the other schools. Ms. Amy Carter again reiterated the name of Rock Springs and why it was called that for a reason. Chairman Mike McIntire stated due to our soils in northeast Tennessee, we all have to deal with rock; it was just a fact on life in this area. Mr. Jones stated it seemed they had no say in this and it was a "done deal". Commissioner Coleman explained that their (residents) vote was cast by their County Commissioner in essence when the County approved the Urban Growth Boundary Area as mandated by the State of Tennessee when Public Chapter 1101 was passed. After through discussion by the residents and the members of the Planning Commission, a motion by George Coleman, seconded by Dennis Ward, the Planning Commission unanimously approved the staff's recommendation.

1609 West Stone Drive Rezoning (06-101-00009) - The Planning Commission considered rezoning and granting preliminary zoning development plan approval for property located adjacent to West Stone Drive in the vicinity of the I-26 interchange. This owner requested rezoning of parcel 1, of Tax Map 45E-A, from an R1-C, Residential District, to a B-3, General Business District, was requested in order to establish a car detailing facility on the site. The site is within the scope of the 2010 Conceptual Land Use Plan, and is recommended for B-3, General Business uses. Water and sanitary sewer are furnished to the site and no extensions are needed. This property is located near the intersections of West Stone Drive and I-26, between Riverside Drive and the dead end portion of Plantation Road. This property is on a level lot, and street access is from both West Stone Drive, Riverside Drive, and Plantation Road. The Planning

Commission accepted staff's recommendation to rezone the property to a B-3, General Business District, and on a motion by Don Brown, seconded by Brian Alderson, the rezoning was approved unanimously, 6-0. On a second motion by Don Brown, seconded by Brian Alderson, the zoning development plan was granted preliminary approval, 6-0.

East Sevier Avenue Rezoning (06-101-00011) - The Planning Commission considered rezoning one lot adjacent to East Sevier Avenue from R-4, Multi-family Residential District, to B-3, General Business District. This owner requested rezoning of parcel 22, of Tax Map 46O-B, from an R-4, Medium Density Apartment District, to a B-3, General Business District, in order to extend a car wash facility presently being built adjacent to this lot and fronting on Center Street. This lot is to be combined with the previous rezoning request and used for the car wash. The site is within the scope of the 2010 Conceptual Land Use Plan and is recommended for B-3, General Business, uses. Water and sanitary sewer are furnished to the site and no extensions are needed. The property is on a level lot and is near the traffic signal at the intersection of Center and Sevier. On a motion by Dennis Ward, seconded by Don Brown, staff's recommendation to rezone from R-4, Multi-family Residential District, to B-3, General Business District, was approved unanimously 6-0.

Granby Road Rezoning (06-101-00008) - The Planning Commission considered a request to rezone approximately 150'x1030' feet of property currently owned by the City of Kingsport and deemed as surplus property from R-3, Multi-family Residential, to B-3, General Business District. This property is currently being purchased by Rachel Birch in order to join the requested property with the current lot she owns. A development plan was presented to the Commission to show how this property is to be incorporated into the development of the entire site plan. This area is for the loading and receiving of the retail establishment. The plan shows the site can accommodate the proposed use in conformance with the zoning regulations for B-3, General Business District. Staff recommended the rezoning so that when the property is joined all the property will be zoned the same; the existing public infrastructure is adequate to accommodate the use and the proposed development will not negatively impact existing public facilities or adjacent property. On a motion by Don Brown, seconded by Brian Alderson, the rezoning was approved unanimously. Also, on a motion by Don Brown, seconded by George Coleman, the preliminary approval was granted for the zoning development plan.

Conceptual Zoning Development Plan – Settler's Ridge (06-102-00006) - The Planning Commission considered concept approval and variances to street cross section for Settler's Ridge Planned Development, located in the East Kingsport Area. Mr. Jeff McKee is the owner and developer of the parcel. The parcel contains a total of 20.52 acres. Staff stated that during the May 2, 2006 Board of Mayor and Alderman meeting, the property was recently annexed and zoned to a PD – Planned Development District designation. This will become effective on June 2, 2006. The developer is requesting conceptual plan approval with the submittal of the conceptual site plan. The roadway system is indicated on the site plan with three separate ingress/egress locations. This is to be a public road system and will be dedicated to the City when it is constructed. A determination will be made concerning the bonding of the roadways prior to the preliminary plan submittal. The street cross section is indicated for a 40-foot right-of-way on the plan. A variance is being sought for the main roadway width (Section 1.3(E), *Local Street*, from the 50-foot of required right-of-way to a 40-foot right-of-way and road width of 24 feet instead of 28 feet. This will meet the minimum *Residential Street* requirements as outlined in Article IV, Section 1.3(F) of the *Minimum Subdivision Regulations for Subdivision Development* for the City of Kingsport. The Traffic Engineer supports the variance request due too the multiple ingress/egress locations, terrain and internal traffic flow as indicated on the site plan. Although the developer is allowed to construct a sidewalk on one side of the street, in support of the variance request, a sidewalk will be required on both sides of the 40-foot right-of-way. A total of 108 units are proposed for development. The conceptual plan indicates 26 duplexes and 57 single-family townhouses or patio homes. There is a 30-foot periphery buffer around the perimeter of the property where no development can occur as stipulated by the zoning district.

Parking is not addressed in this conceptual plan, however 2 spaces per unit will be required as per the Planned Development zoning requirements.

Other items remaining such as the landscape plan, screening around refuse facilities, and utilities will also be addressed in the preliminary and final zoning development plan phases to be presented to the Planning Commission in the future.

On a motion by Brian Alderson, seconded by George Coleman, the Planning Commission unanimously approved the staff recommendation.

Indoor Self-service Storage Facilities Report (06-801-00001) - The Planning Commission considered recommending amendments to the zoning ordinance for self service storage facilities. The City of Kingsport permits self service storage facilities only in the industrial zones. This amendment would allow indoor climate controlled storage facilities to be placed in the B-1, Neighborhood Business District; B-3, General Business District; and B-4P, Planned Business District. This action would respond to the demand of self-service storage needs while promoting the re-development of underutilized existing commercial developments. Staff presented 2 options: **Option 1** - Placing self-storage facilities into the B-1, B-3, and B-4P (by special exception) districts permitted uses with exceptions. This would allow the BZA to hear proposals on an individual basis and provide some minimum landscaping standards. **Option 2** - Indoor, climate control self-storage facilities will be permitted as a principal use in these districts. Outdoor facilities will remain in the Industrial zones. This will promote redevelopment of existing, large, vacant structures such as grocery stores and treats new construction the same as all new constructed developments. Staff recommends **Option 2** based on the following: Individual, outdoor storage units will still be permitted in Industrial Districts; The requirement treats the use equally with all other commercial uses; The change meets a demonstrated need in the community. George Coleman asked based upon this report staff says that studies have shown that the maximum distance a customer will travel for self-service storage is four miles. How many residents are using self-service storage located more than four miles from a facility? Staff didn't know the specific number, however self service storage facilities are located in the industrial zones that typically are away from the residential areas. Mr. Coleman then asked what the vacancy rates were for the existing self-service storage facilities. Staff did not gather that information for this report. This report was generated due to the amount of calls received from developers interested in developing this type of business. How many storage facilities are there in Kingsport? Staff indicated that there were 5 outdoor and three indoor facilities within the city limits. After further discussion, staff reiterated that this is an appropriate use within a commercial district to have a development that is treated the same as any development and that metal buildings with no landscaping is not appropriate in commercial zones. Option2 is a compromise to the original request. Staff explained that qualifiers can not be imposed in regular zoning and that the Board of Zoning Appeals requested that self-service storage not be placed as a special exception into the commercial zones. On a motion by Don Brown, seconded by Brian Alderson, the Planning Commission voted to accept the proposed changes. George Coleman was against the motion.

OTHER BUSINESS

The Chairman of the Planning Commission selected Ken Marsh, Dennis Ward, and Jim Lewis to be a Nominating Committee to propose State of Offices at the July 20, 2006, meeting to serve the Planning Commission for the coming year.

The Planning Commission received a report concerning the Design District proposed for the Downtown Kingsport Association.

The Planning Commission received minutes from the Board of Zoning Appeals meeting held June 1, 2006.

The Planning Commission received minutes of the Gateway Review Commission meeting held May 19, 2006.

The Planning Commission received a report for permits issued by the Building Division for the period of May 1st – 31st, 2006.

The Planning Commission received the current Development Status Report prepared by the Engineering Department. These items were submitted for the Commission's information and required no action.

The Planning Commission received the following minor subdivisions, letters, and maps approved in-house by the Planning Manager:

- Lot 4, Northeast Tennessee Business Park.
- Replat of Lots 6-9, Block 9 Resubdivision to Addition to Sevier Terrace.
- Sheridan Square Subdivision, Lots 4 & 5.
- Sheridan Square Subdivision, Lots 6 & Future Development Area.
- Resubdivision of lots 193-198 of Minton Heights.
- Division of Humpheys Property.
- Subdivision of the Jane H. Karst property.

The Planning Manager advised the Commission that the court case regarding the subdivision of Haven's Ridge and requiring sidewalks have been decided in favor of the property owners. The staff provided a list of questions that it had sent to the City Attorney, regarding the outcome of this decision. The Commission decided to take no action on this until the written decision was presented to the Commission.

ADJOURNMENT

The meeting was adjourned at 10:13 pm.

Respectfully Submitted,



Alan Webb, Planning Commission Secretary



12-04

November 9, 2016

Sam Booher, Chairman
Kingsport Regional Planning Commission
225 W. Center Street
Kingsport, TN 37660

Dear Mr. Booher:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that the division of Anthony Scott Tomlinson property, located on Kendrick Street, surveyed by Steve Lyons, meets the Minimum Standards for Subdivision Development of Major Subdivision within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weems", is written over a horizontal line.

Ken Weems,
Zoning Administrator

C: Kingsport Regional Planning Commission



12-05

November 9, 2016

Sam Booher, Chairman
Kingsport Regional Planning Commission
225 W. Center Street
Kingsport, TN 37660

Dear Mr. Booher:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that the replat of lots 1 & 2 William Troutman Subdivision and replat of lot 1 Martha Helvey property, located on Rock Springs Dr., surveyed by Charles Johnson, meets the Minimum Standards for Subdivision Development of Major Subdivision within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weems", written over a faint, larger signature.

Ken Weems,
Zoning Administrator

C: Kingsport Regional Planning Commission



12-06

November 15, 2016

Sam Booher, Chairman
Kingsport Regional Planning Commission
225 W. Center Street
Kingsport, TN 37660

Dear Mr. Booher:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that the 1.33 AC property partition @ Kingsport Pavillion, located on Stone Drive., surveyed by Charles Johnson, meets the Minimum Standards for Subdivision Development of Major Subdivision within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weems", is written over a faint, larger signature.

Ken Weems,
Zoning Administrator

C: Kingsport Regional Planning Commission



12-07

November 28, 2016

Sam Booher, Chairman
Kingsport Regional Planning Commission
225 W. Center Street
Kingsport, TN 37660

Dear Mr. Booher:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that subdivision of Fred Herr property, located on Mill Creek Rd, surveyed by Danny Carr, meets the Minimum Standards for Subdivision Development of Major Subdivision within the Kingsport Planning Region. The staff certifies the plat is acceptable to be signed by the Secretary of the Planning Commission for recording purposes.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Weems", is written over a horizontal line.

Ken Weems,
Zoning Administrator

C: Kingsport Regional Planning Commission

Building Division Monthly Report
November 2016

<u>RESIDENTIAL PERMITS</u>	COUNT	CONSTRUCTION COST
ACCESSORY STRUCTURES	21	\$166,247
ADDITIONS	1	\$65,000
ALTERATIONS	9	\$290,712
NEW CONDO		
NEW DUPLEX	2	\$240,000
NEW GROUP HOME		
NEW MULTI-FAMILY		
NEW SINGLE-FAMILY	3	\$1,071,040
RESIDENTIAL ROOF	5	\$24,800
<u>COMMERCIAL PERMITS</u>		
ADDITIONS	1	\$50,000
ALTERATIONS	6	\$2,102,126
CHURCH RENOVATIONS		
SCHOOL RENOVATIONS		
NEW CHURCH/RELIGIOUS BUILDINGS		
NEW HOSPITAL/INSTITUTION/NURSING HOME		
NEW HOTEL/MOTEL		
NEW INDUSTRIAL	1	\$13,681,897
NEW JAILS/POST OFFICE/BARNS		
NEW PARKING GARAGE		
NEW PARKS/POOLS/DOCKS		
NEW PROFESSIONAL/MEDICAL/BANK		
NEW PUBLIC WORKS/UTILITY		
NEW RETAIL/RESTAURANT/MALL		
NEW SERVICE STATION		
NEW SOCIAL/RECREATIONAL		
NEW SCHOOL/LIBRARY/MUSEUM	1	\$2,598,000
NEW OTHER NON-HOUSEKEEPING SHELTERS	2	\$395,000
GRADING		
FOUNDATION ONLY		
COMMUNICATION TOWER		
COMMERCIAL ROOF	1	\$12,306
TOTAL	53	\$20,697,128
<u>OTHER MISC PERMITS</u>		
BANNERS	1	
DEMOLITIONS		
MOVE STRUCTURE		
SIGNS	3	
TENTS	1	
TOTAL PERMITS ISSUED	58	
ESTIMATED CONSTRUCTION COST YEAR-TO-DATE		\$107,514,437