

# **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 21, 2017

6:00 p.m.

### **I. INTRODUCTION AND RECOGNITION OF VISITORS**

### **II. APPROVAL OF THE AGENDA**

### **III. APPROVAL OF THE MINUTES OF THE WORK SESSION HELD ON NOVEMBER 13, 2017 THE REGULAR MEETING HELD ON NOVEMBER 16, 2017.**

### **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.

#### **12-01 Irrevocable Letter of Credit Reduction – Riverbend: Holston Hills Drive (17-201-00077)**

The Kingsport Regional Planning Commission is requested to reduce the Irrevocable Letter of Credit for the Riverbend: Holston Hills Drive Subdivision from \$1,163,200.00 to \$300,298.39. (Harmon)

### **V. UNFINISHED BUSINESS**

None

### **VI. NEW BUSINESS**

#### **12-02 Bays Mountain Park & Planetarium Addition Annexation – (17-301-00002)**

The Kingsport Regional Planning Commission is requested to recommend a favorable recommendation to the Kingsport Board of Mayor and Alderman for the annexation, zoning, and Plan of Services for the Bays Mountain Park and Planetarium Annexation. The property is located outside the corporate limits of the City of Kingsport, 13<sup>th</sup> Civil District of Sullivan County. (Woods)

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

### **VIII. OTHER BUSINESS**

#### **12-03** Receive a letter to certify Minimum Standards for Subdivision Development for Lot 3 Block 8 Devaults Add. To City of Kingsport, located on Devault Street.

- 12-04** Receive a letter to certify Minimum Standards for Subdivision Development for Lots 17 & 18, Sugarwood Sec. 6, located on Birchwood Court.
- 12-05** Receive a letter to certify Minimum Standards for Subdivision Development for Lot 1 Doran Property Subdivision, located on Hood Road West.
- 12-06** Receive, for informational purposes only, the November 2017 Building Department 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 13, 2017

12:00 noon

**Members Present**

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

**Members Absent**

none

**Staff Present**

Lynn Tully, AICP  
Jessica Harmon  
Keith Bruner  
Dee Morgan  
Dave Harris

**Visitors**

none

At 12:00 p.m., Secretary Lynn Tully called the meeting to order. Secretary Tully asked for any corrections to the minutes of the October 16, 2017 work session or the October 19, 2017 regular meeting. Sharon Duncan identified an error in the October 19, 2017 regular meeting minutes. The corrected minutes will be presented for approval during the regular meeting. No official action was taken.

**IV. CONSENT AGENDA**

**11-01 Irrevocable Letter of Credit Release for Edinburgh South Phase 2 – (17-201-00071)**

The Kingsport Regional Planning Commission is requested to release the Irrevocable Letter of Credit for Edinburgh South Phase 2 back to the developer in the amount of \$7,584.30. Staff presented the details of the item to the Commission. Staff stated that the City Engineering Department had reviewed the required improvements and found that all have been installed to standard. Mike McIntire asked how many new homes were at the site. Staff answered that quite a few were either complete or being built. No official action was taken.

**V. UNFINISHED BUSINESS**

None

**VI. NEW BUSINESS**

None

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

**VIII. OTHER BUSINESS**

- 11-02** Tiny Homes Discussion for Work Session Only. Secretary Tully and Keith Bruner discussed challenges in dealing with tiny homes and also covered the State of Tennessee definition of such.
- 11-03** Receive a letter to certify Minimum Standards for Subdivision Development for Unit 28 Riverwatch Subdivision, located on Silk Mill Place.
- 11-04** Receive a letter to certify Minimum Standards for Subdivision Development for Unit 18 Riverwatch Subdivision, Located on Silk Mill Place.
- 11-05** Receive a letter of Replat for Lot 10 and 11 Block 29 Ridgefields, located on Longgreen Road.
- 11-06** Receive a letter of Replat of Lots 1 & 2 of the Division of Wheatly Property, located on Walker Street.
- 11-07** Receive a letter to certify Minimum Subdivision Standards for Edinburgh Phase 10 Subdivision, located on Calton Hill.
- 11-08** Receive a letter to certify Minimum Subdivision Standards for part of the AB Clevenger Property, located on Gravel Top Road.
- 11-09** Receive a letter to certify the Division of Red Hot Properties, LLC, located on Ridgeway Road.
- 11-10** Receive, for informational purposes only, the October 2017 Building Department report.

**X. ADJOURNMENT**

There being no further business, the meeting was adjourned at approximately 12:25 p.m.

Respectfully Submitted,

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Ken Weems, 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 16, 2017

6:00 p.m.

**Members Present**

Sam Booher, Chairman  
Pat Breeding  
Mike McIntire  
John Moody  
Beverley Perdue  
Phil Rickman  
Paula Stauffer

**Members Absent**

Sharon Duncan  
Mark Selby

**Staff Present**

Ken Weems, AICP  
Jessica Harmon  
Nathan Woods  
Dave Harris

**Visitors**

none

At 6:00 p.m., Chairman Sam Booher called the meeting to order. Chairman Booher asked for approval of the agenda. A motion was made by Mike McIntire seconded by Phil Rickman to approve the agenda as presented. The motion was approved unanimously, 6-0. Chairman Booher asked for any changes to the minutes of the work session held on October 16, 2017 and the regular meeting held on October 19, 2017. With no changes identified, a motion was made by Beverley Perdue, seconded by Mike McIntire to approve the minutes as presented. The motion was approved unanimously 6-0.

**I. CONSENT AGENDA**

**11-01 Irrevocable Letter of Credit Release for Edinburgh South Phase 2 – (17-201-00071)**

The Kingsport Regional Planning Commission is requested to release the Irrevocable Letter of Credit for Edinburgh South Phase 2 back to the developer in the amount of \$7,584.30. Chairman Booher asked the Commission if anyone wanted a presentation on the item. With no one requesting a presentation, Mike McIntire made a motion to approve the item. Beverley Perdue seconded the motion. The motion was approved unanimously, 6-0.

**II. UNFINISHED BUSINESS**

None

**III. NEW BUSINESS**

None

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

**V. OTHER BUSINESS**

- 11-02** Receive a letter to certify Minimum Standards for Subdivision Development for Unit 28 Riverwatch Subdivision, located on Silk Mill Place.
- 11-03** Receive a letter to certify Minimum Standards for Subdivision Development for Unit 18 Riverwatch Subdivision, Located on Silk Mill Place.
- 11-04** Receive a letter of Replat for Lot 10 and 11 Block 29 Ridgefields, located on Longgreen Road.
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- 11-08** Receive a letter to certify the Division of Red Hot Properties, LLC, located on Ridgeway Road.
- 11-09** Receive, for informational purposes only, the October 2017 Building Department report.

**VI. ADJOURNMENT**

There being no further business the meeting adjourned at approximately 6:03 p.m.

Respectfully Submitted,

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Ken Weems, AICP, Planning Commission Secretary

**MEMORANDUM****TO: KINGSPORT REGIONAL PLANNING COMMISSION****FROM: JESSICA HARMON, SENIOR PLANNER****DATE: DECEMBER 8, 2017****SUBJECT: IRREVOCABLE LETTER OF CREDIT REDUCTION – RIVERBEND: HOLSTON HILLS DRIVE****FILE NUMBER: 17-201-00077**

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The City currently holds an Irrevocable Letter of Credit in the amount of \$1,163,200.00 for the Riverbend: Holston Hills Drive Subdivision. The Irrevocable Letter of Credit was submitted to the City in January of 2017. The City Engineering Division has inspected all improvements that have been completed and have generated a new bond estimate for the improvements left to be completed at this time. Specifically, the remaining improvements relate to paving, signage, underground electric and signalization. The total amount of the new bond estimate is \$300,298.39.


The Kingsport Regional Planning Commission is asked to reduce the Irrevocable Letter of Credit from \$1,163,200.00 to \$300,298.39 and extend the expiration until December 21, 2018 with a Performance Date of September 21, 2018.

Staff recommends the reduction of the Irrevocable Letter of Credit for Holston Hills Drive to \$300,298.39.

**ENGINEER BOND ESTIMATE**  
**Riverband: Holston Hills Drive**

**December 8, 2017**

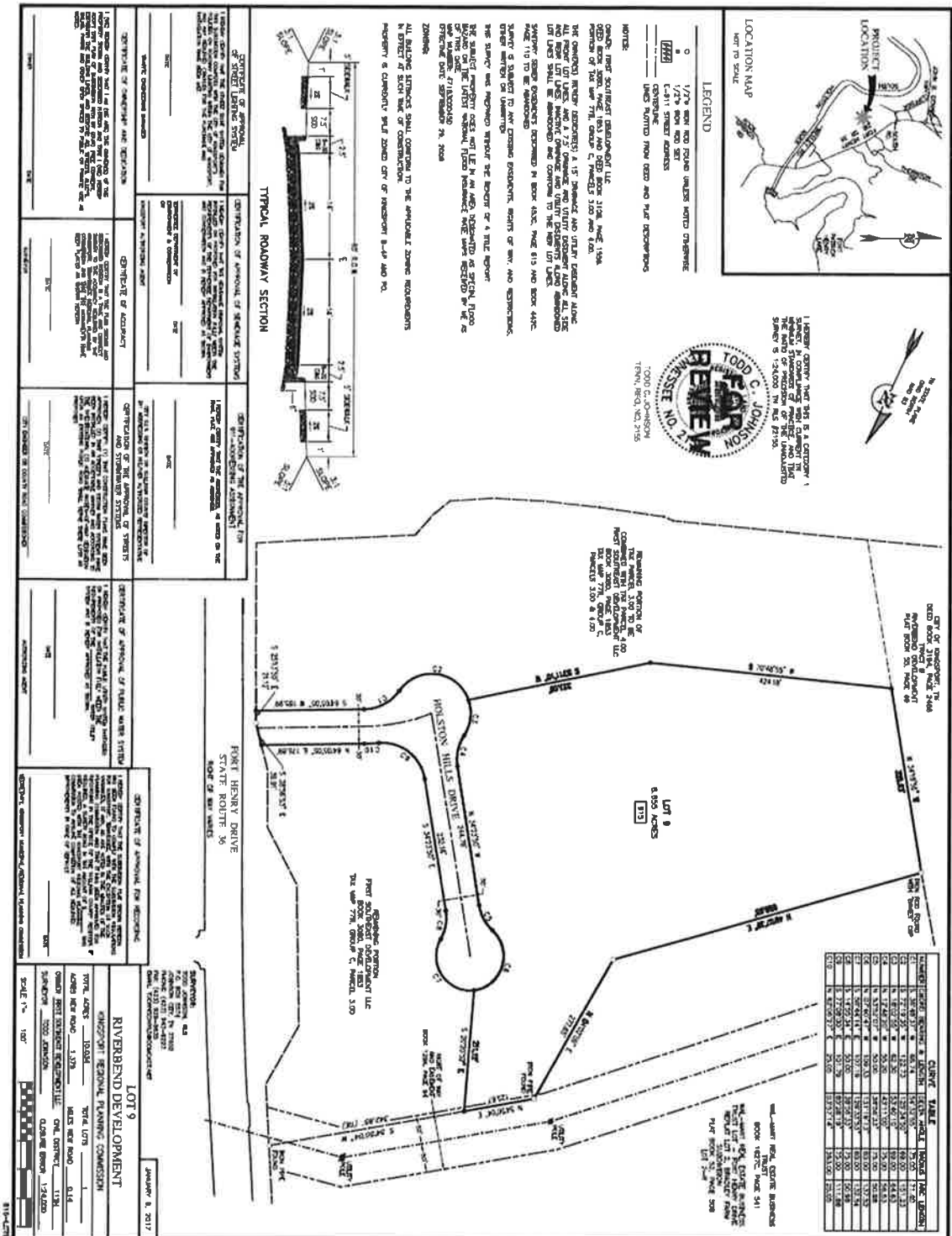
ITEM NO.	QUAN.	UNIT	DESCRIPTION	UNIT COST	TOTAL COST
<b>Paving</b>					
1	188	CY	Surface Course TDOT 411 D/E	\$ 92.00	\$ 17,296.00
2	451	GAL	Asphaltic Tack Coat	\$ 5.00	\$ 2,255.00
3	908	SY	Cold Planing (Pavement Milling) @ 1.25"	\$ 3.00	\$ 2,724.00
4	167	LF	4" Single Solid Yellow Line (Thermoplastic)	\$ 7.00	\$ 1,169.00
5	200	LF	4" Single Solid White Line (Thermoplastic)	\$ 7.00	\$ 1,400.00
6	250	LF	4" Double Solid Yellow Line (Thermoplastic)	\$ 8.00	\$ 2,000.00
7	261	LF	12" Single Solid Yellow Line (Thermoplastic)	\$ 7.00	\$ 1,827.00
8	84	LF	Plastic Pavement Marking (24" Stop Line)	\$ 12.00	\$ 1,008.00
9	8	EA	Solid Left and Right Turn Arrows	\$ 200.00	\$ 1,600.00
10	65	LF	12" Single Solid White Line (Thermoplastic)	\$ 11.00	\$ 715.00
<b>Signs</b>					
11	2	EA	"Round About Ahead" Sign	\$ 200.00	\$ 400.00
12	2	EA	Yield Sign	\$ 200.00	\$ 400.00
<b>Underground Electric</b>					
13	220	LF	3-Inch Conduit Beside 2-Inch (For Traffic Signal Power)	\$ 7.00	\$ 1,540.00
14	3	EA	66" x 22" Primary Cabinet and (3) 3" Conduit Stubouts	\$ 2,163.00	\$ 6,489.00
15	1	EA	48" x 48" Single Phase Transformer for site lighting	\$ 3,254.00	\$ 3,254.00
16	3	EA	(3) 3" PVC Conduits Stub Out (For Future)	\$ 2,323.00	\$ 6,969.00
17	1	LS	(1) 3" PVC From Cabinet to Transformer	\$ 750.00	\$ 750.00
18	9	EA	Stub and Cap 2" PVC Conduits (For Site Lighting)	\$ 241.50	\$ 2,173.50
19	1	LS	Pulling Wire/Installing Main Electrical Service	\$ 22,111.00	\$ 22,111.00
20	1	EA	Tie 2" PVC Site Lighting To Transformer (Both Directions)	\$ 289.00	\$ 289.00
21	1	LS	(9) Site Lights - 150W Utility Post Top Lights Including Placement of Poles & Wiring of Lights From 2" Site Lighting Conduit	\$ 8,012.00	\$ 8,012.00
<b>Signalization</b>					
22	2	EA	Signal Pole with Footer	\$ 9,000.00	\$ 18,000.00
23	110	LF	Mast Arm	\$ 10.00	\$ 1,100.00
24	2	EA	18" x 24" Traffic Signal Pullbox With Traffic Bearing Lid	\$ 1,000.00	\$ 2,000.00
25	1	LS	Traffic Signal (Heads, Cables, Cabinet Controller, Pedestrian Signal Equipment, Video Cameras and Electrical Service Connection)	\$ 120,000.00	\$ 120,000.00
26	7	EA	Video Detection Areas	\$ 1,000.00	\$ 7,000.00
27	979	LF	2" Schedule 80 PVC Conduit (From Proposed Traffic Controller to Existing Traffic Signal Controller)	\$ 6.00	\$ 5,874.00
28	117	LF	3" Schedule 80 PVC Conduit	\$ 7.00	\$ 819.00
29	103	LF	Bore and Jack 3" Schedule 80 PVC Conduit	\$ 30.00	\$ 3,090.00
30	1	LS	Traffic Signal Interconnection	\$ 25,000.00	\$ 25,000.00
					\$ 267,284.50
CONTINGENCIES (6%)					\$ 16,035.87
					\$ 283,300.37
CONSTRUCTION CONTRACT ADMINISTRATION & INSPECTION (6%)					\$ 16,998.02
TOTAL					\$ 300,298.38

  
**Pamela Gilmer, PE**  
**Civil Engineer II**  
**City of Kingsport**

**December 8, 2017**

Date





**Kingsport Regional Planning Commission**  
**Annexation Report**

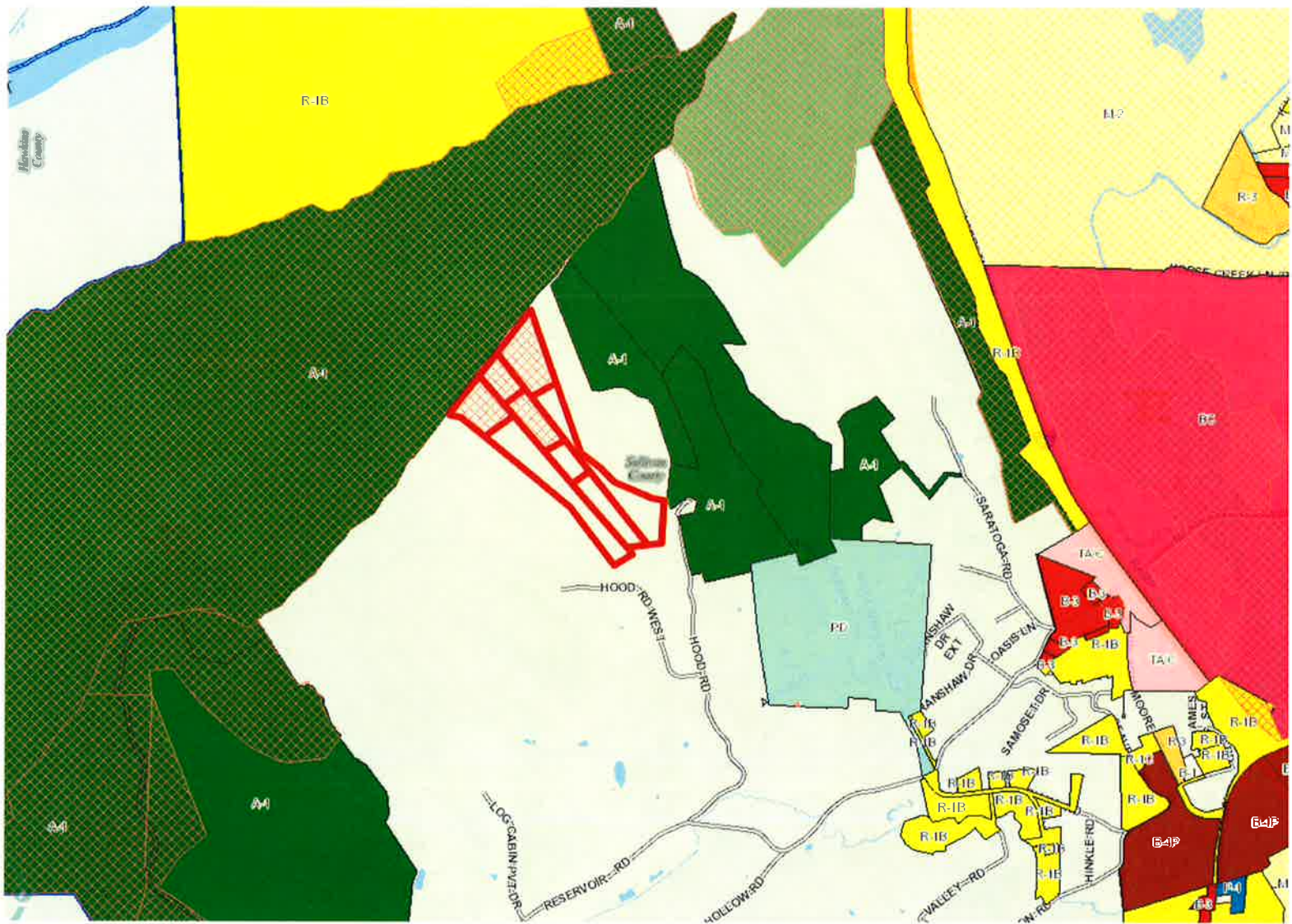
**File Number 17-301-00002**

<b>Property Information</b>	Bays Mountain Park & Planetarium Addition Annexation		
<b>Address</b>	n/a		
<b>Tax Map, Group, Parcel</b>	Tax Map 075, Parcels 031.01, 031.02, 031.03, 031.04, 031.05, 031.06, 031.07, and 031.08		
<b>Civil District</b>	13		
<b>Overlay District</b>	NA		
<b>Land Use Plan Designation</b>	Agricultural/Vacant		
<b>Acres</b>	63.88 +/-		
<b>Existing Use</b>	Vacant	<b>Existing Zoning</b>	County A-1
<b>Proposed Use</b>	Nature Preserve	<b>Proposed Zoning</b>	City A-1
<b>Owner Information</b>		<b>Owner Information</b>	
<b>Name:</b> City of Kingsport <b>Address:</b> 225 W. Center Street <b>City:</b> Kingsport <b>State:</b> TN <b>Zip Code:</b> 37660 <b>Email:</b> <a href="mailto:sidcox@kingsporttn.gov">sidcox@kingsporttn.gov</a> <b>Phone Number:</b> 423-224-2918		<b>Name:</b> <b>Address:</b> <b>City:</b> <b>State:</b> <b>Zip Code:</b> <b>Email:</b> <b>Phone Number:</b>	
<b>Planning Department Recommendation</b>			
<b>RECOMMENDATION: APPROVAL</b> to recommend the Annexation, Zoning, and Plan of Services to the BMA The Kingsport Planning Division recommends approval for the following reasons: <ul style="list-style-type: none"> <li>• <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></li> <li>• <i>It is reasonably necessary for the welfare of the residents and property owners of the affected territory.</i></li> <li>• <i>The City of Kingsport will be required to provide a limited plan of services as the property owner has stated that all major services will be unnecessary because the land will remain part of a natural preserve.</i></li> <li>• <i>Annexation of this property will allow the park to expand and prevent any obtrusive adjacent development in this area.</i></li> <li>• <i>It is reasonably necessary for the welfare of the residents and property owners of the municipality as a whole.</i></li> </ul>			
<b>Staff Field Notes and General Comments:</b> This is a property owner-requested annexation submitted by the City of Kingsport/ Sid Cox. The City recently purchased the property for Bays Mountain Park and Planetarium. The property is adjacent to Bays Mountain Park. The property owner has not requested City Services for this development including: Water, Sewer, and Street Lighting. Currently, the property is zoned County A-1 and staff is proposing City A-1. This annexation meets the criteria set forth by the City Annexation Policy.			
<b>Planner:</b>	Nathan Woods	<b>Date:</b>	December 4, 2017
<b>Planning Commission Action</b>		<b>Meeting Date:</b>	
		<b>December 21, 2017</b>	
<b>Approval:</b>			
<b>Denial:</b>		<b>Reason for Denial:</b>	
<b>Deferred:</b>		<b>Reason for Deferral:</b>	

Kingsport Regional Planning Commission  
Annexation Report

File Number 17-301-00002

Location Map





Current City Zoning Map





Future Land Use Map



**Kingsport Regional Planning Commission**  
**Annexation Report**

**File Number 17-301-00002**

**Cost**

**Bays Mountain/  
Pierce Property**

**Cost Estimate/ tax records as of December 2017**

<b>Revenues</b>	<b>One Time</b>	<b>Reoccurring (annual)</b>
Property Taxes	X	X
State Shared	X	X
Sewer Tap/Water Meter	X	X
Water & Sewer Rev (loss) *	X	X
<b>Total</b>	<b>X</b>	<b>X</b>

<b>Expenses</b>	<b>One Time</b>	<b>Reoccurring (annual)</b>
<b>Operating Budget</b>		
Police & Fire Service	0.00	0.00
Transit Service	0.00	0.00
Street Lighting	0.00	0.00
Traffic Controls	0.00	0.00
Streets & Sanitation	0.00	0.00
Subtotal	0.00	0.00
<b>Capital Budget</b>		
Water	0.00	0.00
Sewer	0.00	0.00
Streets	0.00	0.00
Subtotal	0.00	0.00
<b>Grand Total</b>	<b>0.00</b>	<b>0.00</b>

## Proximity Map



## Existing Surrounding Land Uses

Location	Parcel / Zoning Petition	Zoning / Name
Northwest	1	<u>Zone: City A-1</u> Use: Park "Bays Mountain Park & Planetarium"
East	2	<u>Zone: City A-1</u> Use: Agricultural
Southeast	3	<u>Zone: City PD</u> Use: Single Family Residential "Willowbrook"
West	4	<u>Zone: County A-1</u> Use: Agricultural







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 Bays Mountain Park and Planetarium Addition 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 will be required to provide a limited plan of services as the property owner has stated that all major services will be unnecessary because the land will remain part of a natural preserve.*
- *Annexation of this property will allow the park to expand and prevent any obtrusive adjacent development in this area.*
- *It is reasonably necessary for the welfare of the residents and property owners of the municipality as a whole.*

**Bays Mountain Park and Planetarium Addition  
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 116 police officers and approximately 60 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 358 mandatory and 72 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. Upon annexation, existing police department personnel will be utilized to provide services by expanding the contiguous patrol sections to include the newly incorporated area. Existing police personnel and equipment will be shifted to provide needed coverage of the area. Each section will be patrolled by units of the Kingsport Police Department and will be augmented by other departments and units such as investigators, specialized assigned details etc.
- E. When needed, the Kingsport Police Department will hire additional police officers to provide more response to annexed areas. The officers will undergo 450 hours of basic recruit training before being certified as a police officer. Upon completion of the classroom training, the officers will undergo 480 hours of field officer training where they will work and be trained by designated training officers.
- F. The Kingsport Police Department will provide upon request crime prevention programs, traffic safety education programs, drug education/awareness programs including D.A.R.E. 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.
- G. The Kingsport Police Department currently maintains an approximate 5 minute 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. The City of Kingsport Fire Department is an Internationally Accredited Agency, one of only four in the State of Tennessee. We operate 8 fire stations, housing fire suppression, hazardous materials, rescue and other emergency equipment. Staffed by 106 full-time professional firefighters, 24 hours a day, 365 days a year to provide service. The City of Kingsport maintains a Class 2 insurance rating saving its residents the most possible on their insurance rates. Our response time average is approximately 4 minutes, 53 seconds after we receive the call from our dispatch center.
- C. 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.
- D. 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.
- E. 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.
- F. 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. No Plan of Services to be provided

### **4. Electricity**

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

### **5. Sanitary Sewer**

- A. No Plan of Services to be provided

### **6. Solid Waste Disposal**

- A. No Plan of Services to be provided

### **7. Public Road/Street Construction & Repair**

- A. No Plan of Services to be provided

**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**

- A. No Plan of Services to be provided

**10. Zoning Services**

- A. The area will be zoned A-1 (Agricultural)
- 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.
- C. Children at all grade levels may attend City schools tuition-free. Transportation will be provided for students, whose homes are more than 1.5 miles from their designated school, beginning with the school year following annexation.

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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.

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## **12. Traffic Control**

The City will verify all street name signs and traffic control devices in accordance with the Manual on Uniform Traffic Control Devices.

## **13. 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.

## **14. 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.

## **15. Storm Sewers**

The installation of any needed storm sewers will be accomplished in accordance with existing standards and engineering principles provided for by present City policies. Maintenance of existing storm sewer and drainage systems is also provided on an as needed basis. Response to emergency storm drainage calls is also provided on a 24 hour call in basis.

## **16. 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.

**17. Litter Control**

The City's litter control program will be extended to the area on the effective date of annexation. It is provided on a regular schedule along major routes and on an "as needed" basis throughout the City.

**18. 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.

**19. 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.



November 7, 2017

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 Subdivision of Lot 3 Block 8 Devaults Add. To City of Kingsport, located on Devault Street, 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".

Ken Weems,  
Zoning Administrator

C: Kingsport Regional Planning Commission







November 7, 2017

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 1Replat of Lots 17 & 18, Sugarwood Sec. 6, located on Birchwood Court, 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,

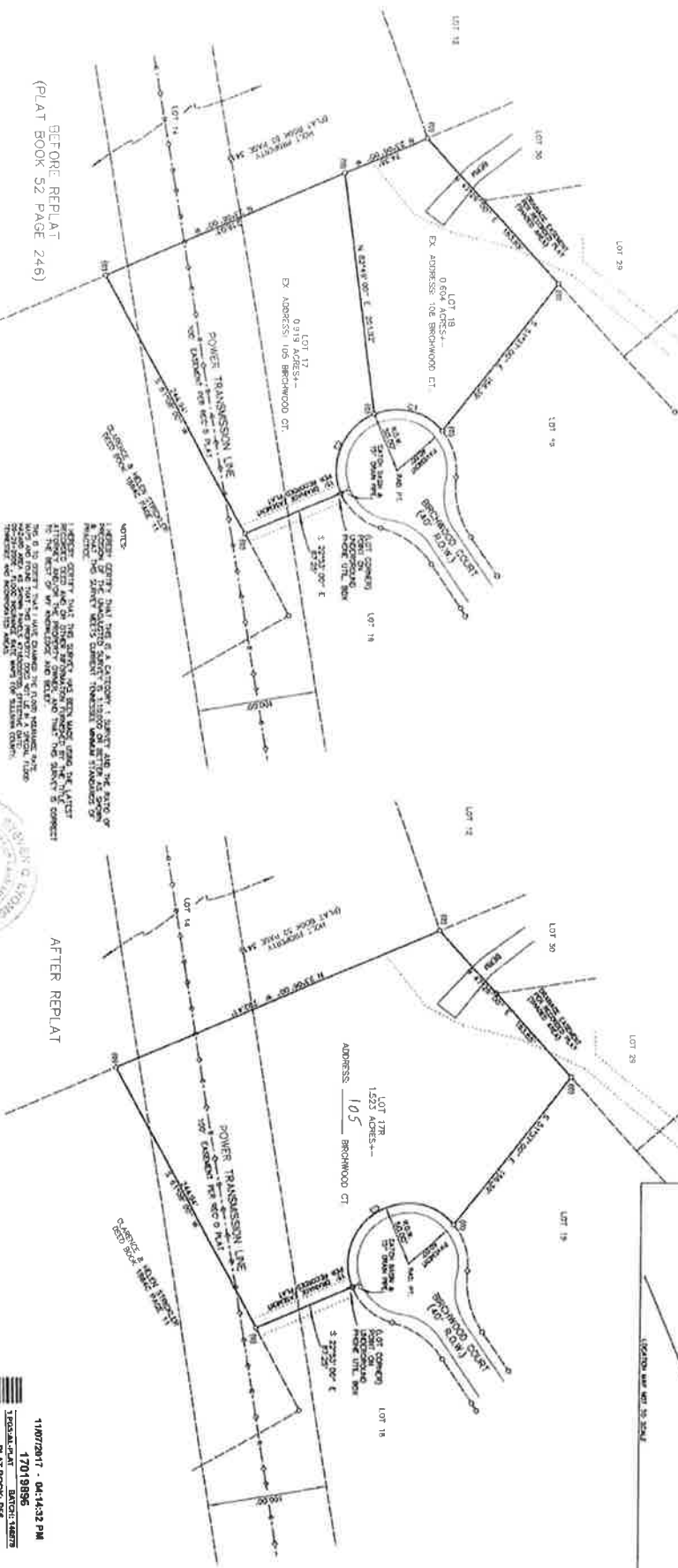
A handwritten signature in black ink, appearing to read "Ken Weems", is written over a printed name.

Ken Weems,  
Zoning Administrator

C: Kingsport Regional Planning Commission

[illegible]

BEFORE REPLAT  
(PLAT BOOK 52 PAGE 246)



AFTER REPLAT



11/07/2017 - 04:14:32 PM	
17019896	
1 POSAL-PLAT	BATCH: 148878
PLAT BOOK: P56	
PAGE: 117-117	
REC FEE	16.00
DP FEE	2.00
ARC FEE	0.00
TOTAL	17.00
STATE OF KANSAS - KANSAS COUNTY	
SHEENA R TINSLEY	
KANSAS STATE AGENT	

17005 PLANNING COMPANY  
112 MONTECAL ROAD, SUITE 3  
DENV, CO 80202-37415  
PHONE: 303-677-2943

LEGEND

(C)	1/2" REBAR FROM PM OLD
(N)	1/2" REBAR W/CLD TYPED FROM PM NEW
X	
C	
	SPICE
	CENTER LINE
	ADJUDICATE LINE
0-ET	OVERHEAD UTILITY LINES

[illegible]

DATE 10-27 20 17

REPORT OF THE MEMBERS OF THE BOARD OF DIRECTORS

CONFIDENTIAL & PROPRIETARY AND UNCLASSIFIED

Coefficient of Absorption

CONTENTS OF THE NUMBER

CERTIFICATION OF THE ADEQUACY OF SELLER'S OFFER

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[illegible]

1. **ORDER CREDIT:** (1) 744 ITEMS HAVE BEEN DETALLED IN AN AUTOMATIC MANNER AND ACCORDING TO THE INSTRUCTIONS ON EXCHANGE NOTICE OF 2003. INFORMATION CAN BE OBTAINED FROM SMALL GROUP NEWS LETTER AT [www.usps.gov](http://www.usps.gov).

I HEREBY CERTIFY THAT THE PUBLIC WATER SYSTEM OR SYSTEMS RETAILED, OR PROPOSED FOR INSTALLATION FULLY MEET THE REQUIREMENTS OF THE LOCAL UTILITY DISTRICT, AND ARE HEREBY APPROVED AS SHOWN

CONTROL & RECORD FOR RECORDING

REPLAT OF LOTS 17 & 18, SUGARWOOD-SECTION 6

	WARRANT RECORD PLACING COVERAGE
TOTAL ACRES	131
SQ. FT.	908,000

<u>W. J. W.</u>	<u>19</u>	<u>75</u>	<u>m.l.</u>
<u>C. A. W.</u>	<u>10</u>	<u>75</u>	<u>m.l.</u>

MOBILE, ALA.  
FAT. 10.11.

DATE Nov 6 2017  
CHS/SLW

DATE 11-3-2012  
LOCAL UTILITY DISTRICT ADDRESS 601 E. 1st St.

11-7-2017  
COPIES BY DIT PLANNING/2017118

NAME	ADDRESS	CITY	STATE	ZIP
JOHN A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
MRS. J. A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
JOHN A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
MRS. J. A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
JOHN A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
MRS. J. A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
JOHN A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
MRS. J. A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
JOHN A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404
MRS. J. A. BROWN	1234 E. 10TH AVE.	MINNEAPOLIS	MINN.	55404



November 30, 2017

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 Lot 1, Doran Property Subdivision, located on Hood Road West, surveyed by Alley and Associates INC., 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,

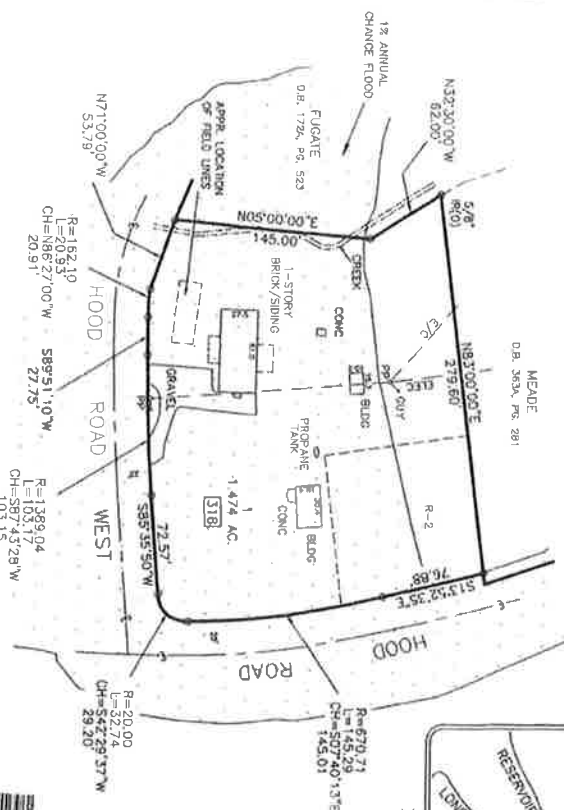
A handwritten signature in black ink, appearing to read "Ken Weems", is written over the typed name.

Ken Weems,  
Zoning Administrator

C: Kingsport Regional Planning Commission



BEFORE



## AFTER

- NOTES

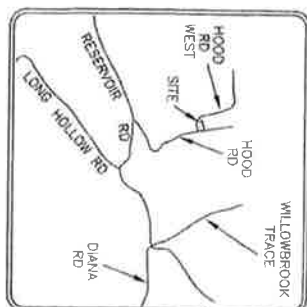
- 1) NORTH BASED ON NEIGHBORHOOD AS SHOWN IN RETROFITTED DEED.
- 2) PROPERTY IS ZONED R-1 AND R-2  
SETBACKS: FRONT 30' AND FRONT 30'  
REAR 12' REAR 30'  
SIDE 12' SIDE 10'
- 3) SETBACKS TO CORNER TO ZONING ORIGINATOR.  
THIS IS TO CERTIFY THAT THE CONVEYANCE OF THE FLOOD INSURANCE ADMINISTRATION PROPERTY HAS EFFECTIVE DATE SEPTEMBER 29, 2006 AND FOUND THAT THE ABOVE PROPERTY IS LOCATED IN A SPECIAL FLOOD HAZARD AREA AS SHOWN.

7/02/2017 - 08:07:09 AM  
17021257

INVOICE NO	DATE	DATE
17021257	17021257	17021257
PLAT BLOK PSC		
PAGE: 120-128		

NO	QTY	PRICE
1	16.00	16.00
2	2.00	2.00
3	5.00	5.00
TOTAL	17.00	17.00

STRTG 08/10/2017, 08:11:09 AM  
SHEENA R TONGLEY  
REVENUE OF 17021257



ALLEY & ASSOCIATES, INC



- 7) FIELD INFORMATION OR DRAINING
- 8) TAX MAP 75, PARCELS - PHYSICALLY DATA COLLECTED
- 9) DEED REFERENCE: D.E. 26906, P.5, 350
- 10) 5/8" ROD ROGS SET ON ALL CORNERS UNLESS OTHERWISE NOTED
- 11) HEREBY CERTIFY THAT THIS IS A CATEGORY 1 SURVEY, AND THE
- 12) RATIO OF PRECISION OF THIS SURVEY IS BETTER THAN 1:10,000.
- 13) THIS SURVEY WAS DONE IN COMPLIANCE WITH THE CURRENT
- 14) PRACTICES AND STANDARDS OF PRACTICE OF THE BOARD OF
- 15) SURVEYING AND MAPPING OF ALABAMA.
- 16) THIS SURVEY MAY BE SUBJECT TO A 30-DAY AGREEMENT'S
- 17) RESERVATIONS AND RESTRICTIONS, WRITTEN AND ORAL/WRITTEN,
- 18) RECORDED AND UNRECORDED.

LOT 1, DORAN PROPERTY SUBDIVISION

TRANSPORT REGIONAL PLANNING COMMISSION

[illegible]

DATE \_\_\_\_\_

NAME \_\_\_\_\_

BILLY NEW MAN

THEODORE H. DOBSON, ET UX  
CIVIL DISTRICT

ON WILEY & ASSOCIATES, INC. CLOSING 156694

60 30 0 30 60

6	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
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Building Division Monthly Report  
November 2017

<b><u>RESIDENTIAL PERMITS</u></b>	<b>COUNT</b>	<b>CONSTRUCTION COST</b>
ACCESSORY STRUCTURES	9	\$108,950
ADDITIONS	3	\$87,327
ALTERATIONS	9	\$233,200
NEW CONDO		
NEW DUPLEX		
NEW GROUP HOME		
NEW MULTI-FAMILY	1	\$25,134,000
NEW SINGLE-FAMILY	6	\$1,596,890
RESIDENTIAL ROOF	3	\$27,069
<b><u>COMMERCIAL PERMITS</u></b>		
ADDITIONS		
ALTERATIONS	3	\$692,396
CHURCH RENOVATIONS		
SCHOOL RENOVATIONS		
NEW CHURCH/RELIGIOUS BUILDINGS		
NEW HOSPITAL/INSTITUTION/NURSING HOME		
NEW HOTEL/MOTEL		
NEW INDUSTRIAL		
NEW JAILS/POST OFFICE/BARNs		
NEW PARKING GARAGE		
NEW PARKS/POOLS/DOCKs		
NEW PROFESSIONAL/MEDICAL/BANK		
NEW PUBLIC WORKS/UTILITY	1	\$4,186,000
NEW RETAIL/RESTAURANT/MALL		
NEW SERVICE STATION		
NEW SOCIAL/RECREATIONAL		
NEW SCHOOL/LIBRARY/MUSEUM		
NEW OTHER NON-HOUSEKEEPING SHELTERS	1	\$25,000
GRADING		
FOUNDATION ONLY		
COMMUNICATION TOWER		
COMMERCIAL ROOF	3	\$89,708
<b>TOTAL</b>	<b>39</b>	<b>\$32,180,540</b>
<b><u>OTHER MISC PERMITS</u></b>		
BANNERS		
DEMOLITIONS		
MOVE STRUCTURE		
SIGNS	7	
TENTS		
<b>TOTAL PERMITS ISSUED</b>	<b>46</b>	
<b>ESTIMATED CONSTRUCTION COST YEAR-TO-DATE</b>		<b>\$114,463,213</b>