

# 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 18, 2014

7:00 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 17, 2014 AND THE REGULAR MEETING NOVEMBER 20, 2014.**

**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**

**12-01 720 & 728 Lynn Garden Drive Preliminary Zoning Development Plan - (14-102-00001)**

The Planning Commission is requested to consider approval of the Preliminary Zoning Development Plan in a B-4P zone for new commercial/retail center. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. (Weems)

**12-02 Morin Right-Of-Way Dedication– (14-201-00084)**

The Planning Commission is requested to consider final approval for a right-of-way dedication for an area staff refers to as “Morin right-of way” off of Clinchfield Street. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. (Shepherd)

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

**VIII. OTHER BUSINESS**

**12-03** Receive a letter of resubdivision of the Cookenhour Property, on Darnell Drive.

**12-04** Receive a letter of resubdivision of The Islands at Old Island, on Golf Ridge Drive.

**12-05** Receive a letter of resubdivision of the Flanary Property, on East Stone Drive.

**12-06** Receive a letter of resubdivision of the Jericho Property, on Jericho Drive.

**12-07** Receive a letter of resubdivision of the E Stone Drive City-owned Property, on East Stone Drive.

**12-08** Receive a letter of resubdivision of the Shekinah Church Property, on Rocky Branch Road.

**12-09** Receive a letter of resubdivision of the Childress Property, on Russell Street.

**12-10** Receive a letter of resubdivision of the Thacker Property, on Spurgeon Road.

**12-11** Receive a letter of resubdivision of the Ava Gammon Slaughter Property, on Colonial Heights Road.

**12-12** Receive, for informational purposes only, the New Business Report for November 2014 from Lynn Tully.

**12-13** Receive, for informational purposes only, the November 2014 report from the Building Division.

**12-14** Receive for informational purposes only, the October 2014 Development Services Focus.

**IX ADJOURNMENT**

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

Jimmy Walker Conference Room  
201 W. Market Street, Kingsport, TN 37660

November 17, 2014

12:00 p.m.

**Members Present**

Dennis Ward, Chairman  
Buzzy Breeding  
Dr. Heather Cook  
Hoyt Denton  
Dr. Mike McIntire, Vice Mayor  
John Moody  
Mark Selby  
Dave Stauffer

**Staff Present**

Lynn Tully  
Ken Weems  
Corey Shepherd  
Justin Steinmann  
Curtis Montgomery

**Members Absent**

Beverley Perdue

**Visitor's List**

At 12:00 p.m., Director Tully called the meeting to order. Director Tully began with the introduction of Curtis Montgomery as an intern for the next 6 months. Director Tully stated the TACIR Draft Report was received and will be disseminated at the November meeting. Director Tully also noted the Highland Area Community Meeting is scheduled for this Wednesday night. Director Tully asked if there were any changes to the tentative agenda. There being no changes submitted the agenda will be set for the November, 2014 meeting. She then asked for any changes for the minutes of the work session held October 13, 2014 and the regular meeting held October 16, 2014. With no changes requested, the minutes will be presented at the regular meeting for approval.

**CONSENT AGENDA**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**11-01 Beechwood Drive Rezoning - (14-101-00012)**

The Planning Commission heard a presentation to consider rezoning from R-1B to UAE to allow construction of accessory structures consistent with mini-farm land use. The property is located inside the corporate limits of the City of Kingsport, 14<sup>th</sup> Civil District of Sullivan County. The Property has requested the rezoning for barns and accessory uses. The adjoining residents are not opposed and are used to the current farm animals found on the site. Staff stated he is planning to change the driveway configuration to allow easier to access to rear of the property. He is looking to replace his bee hives inside the barn to keep them from freezing. UAE will allow larger accessory structures and manage his farm animals. Staff also looked at previous zoning under

county as well and they could go ahead if they were still under county zoning. There being no further discussion, no official action was taken.

**11-02 Downtown B-2 Rezoning– (14-101-00013)**

The Planning Commission heard a presentation to consider rezoning from M-1 and M-2 to B-2 to accommodate existing and future commercial uses. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. Staff initiated rezoning to fill in the gaps in B-2 where it was originally M-1 & M-2. Trending of recent uses towards commercial recreation and other retail uses so we have been pre-emptively looking at this rezoning. Staff reported property owners are in support of the rezoning request. Discussions with Public Works have noted that CSX intends to continue keep the railroad wye. There being no further discussion, no official action was taken.

**11-03 Larry Neil Rezoning – (14-101-00014)**

The Planning Commission heard a presentation to consider rezoning from R-3 and A-1 to B-3 to allow medical office (orthopedic office) use of the property. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. Staff stated the property is off Bloomingdale Pike where the parcel is 3 differing zones - portions of B-3, R-3 and A-1. The proposed use is a medical office. Staff noted steep grades from the south to the north end of the parcel. Businesses in front of the property include a strip commercial center with a lingerie store. Staff reported it is a nice road for access however steep, and the location is convenient to the hospital campus. There are no issues with proposed landscaping, etc. There being no further discussion, no official action was taken.

**11-04 CVS Replat - (14-201-00075)**

The Planning Commission heard a presentation to consider recommendation for Preliminary Subdivision Approval at 4400 West Stone Dr. and C.E. Brooks Way. The property is located inside the corporate limits of the City of Kingsport, 7<sup>th</sup> District of Hawkins County. The property is located in Hawkins County next to Allandale Marketplace. The parcel currently includes a Taco Bell and Valero Gas Station and it will Combine 5 lots into 3. Staff stated the property is surrounded by public roads. One vacant lot will be used for new CVS retail facility and one other will be used for existing Taco Bell with the other sold for future development. Staff noted CVS will be on the Northeast corner of the plat with a retaining wall currently at rear of the Valero. There being no further discussion, no official action was taken.

**11-05 Subdivision Vesting Text Amendment – (14-801-00004)**

The Planning Commission is requested to consider amending the Minimum Regulations for Subdivision Development within the Kingsport, Tennessee Planning Region to include vesting rights for preliminary plats. Staff noted public notice has been given and similar changes are being recommended for subdivision regulations and zoning regulations. Staff reported changes to the original proposal based on the recommendation of the City Attorney. This approval stops at the Planning Commission. There being no further discussion, no official action was taken.

**11-06 Vesting Zoning Text Amendment – (14-801-00005)**

The Planning Commission is requested to consider amending the Kingsport Code of Ordinances to include vesting rights for preliminary zoning development plans and planned developments. The Board of Mayor and Alderman will hear this amendment. Staff noted it mirrors the recommendation for the Subdivision regulations amendment for zoning development plans. There being no further discussion, no official action was taken.

**11-07 B-4P Periphery Yard Zoning Text Amendment – (14-801-00007)**

The Planning Commission is requested to consider amending Division 3 of Kingsport's Zoning Code to clarify elimination of the 30-foot development-free periphery yard requirement along public streets in B-4P districts. Staff states this change is to allow exemption that we have by default in practice allowed. This clarifies whether the periphery yard is to be required at the public ROW. Staff noted it will reference the landscaping requirements from the landscaping ordinance. There being no further discussion, no official action was taken.

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

No speakers present for public comment.

**OTHER BUSINESS**

**ADJOURNMENT**

**11-06** Receive a letter of resubdivision of the Westmoreland Property, on Kenridge St.

**11-07** Receive a letter of resubdivision of the Cowden Property, on Arapahoe Drive.

**11-08** Receive a letter of resubdivision of the Carroll & Barnett Property, on Lynn Road.

**11-09** Receive a letter of resubdivision of the Jericho Property, on Jericho Drive.

**11-10** Receive a letter of resubdivision of the Donovan Property, on Ridgeway Drive.

**11-11** Receive a letter of resubdivision of the Barker Property, on Woodclift Drive.

**11-12** Receive a letter of resubdivision of the Copas Property, on Sumpter and Snapps Ferry Roads.

**11-13** Receive, for informational purposes only, the New Business Report for October 2014 from Lynn Tully.

**11-14** Receive, for informational purposes only, the October 2014 report from the Building Division.

**11-15** Receive for informational purposes only, the September 2014 Development Services Focus.

Kingsport Regional Planning Commission  
November 17, 2014, Work Session

There being no further business, the meeting was adjourned at approximately 12:54 pm.

Respectfully Submitted,

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Lynn Tully, AICP, Planning Commission Secretary

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

City Hall  
225 W Center Street, Kingsport, TN 37660

November 20, 2014

7:00 p.m.

**Members Present**

Dennis Ward, Chairman  
Buzzy Breeding  
Hoyt Denton, Vice Chairman  
Dr. Mike McIntire, Vice Mayor  
John Moody  
Mark Selby  
Dave Stauffer

**Staff Present**

Lynn Tully  
Corey Shepherd  
Ken Weems  
Justin Steinmann  
Jacob Grieb

**Members Absent**

Heather Cook  
Beverly Perdue

**Visitor's List**

Matthew Pitts	Regina LaRosa
Bob McKissick	Josh Lashley
Marvin Silvia	Pamela Lashley
Charlie Dotson	Bob Winstead
David Taylor	
Debbie Taylor	
Joe LaRosa	

At 7:00 p.m., Chairman Dennis Ward called the meeting to order, welcomed the audience, introduced the commissioners and staff and summarized the meeting procedures. Chairman Ward asked for approval of the agenda. A motion was made by Vice Mayor McIntire seconded by Commissioner Breeding to approve the agenda as presented. The motion was approved unanimously 6-0. Chairman Ward asked for any changes to the minutes of the work session held October 13, 2014 and the regular meeting held October 16, 2014. A motion was made by Vice Mayor McIntire seconded by Commissioner Denton to approve the minutes as presented. The motion was approved unanimously 6-0.

**CONSENT AGENDA**

None

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**11-01 Beechwood Drive Rezoning - (14-101-00012)**

The Planning Commission considered a request to approve rezoning from R-1B to UAE to allow construction of accessory structures consistent with mini-farm land use. The property is located inside the corporate limits of the City of Kingsport, 14<sup>th</sup> Civil District of Sullivan County. Ken Weems presented the item stating approximately 7 acres are being requested for rezoning for the purpose of construction of a barn. The City Zoning is R-1B with adjoining A-1, Agricultural Zoning. Staff checked into County zoning in light of the recent annexation of this property and previous County zoning would have allowed all the requested uses without change. One neighbor did call staff to express opposition

to the rezoning based on his belief that the animals would not be taken care of sufficiently. Commissioner Denton asked if the owner had discussed the intent for future animals on the property. Mr. Weems answered the focus is on bees and hives currently with possibly an additional goat in the future. Commissioner Breeding asked if there are restrictions on the animals in UAE? Staff answered it does limit the numbers and fencing, etc. of the animals. Commissioner Selby asked what animals are allowed in R-1B? Mr. Weems stated R-1B doesn't specify, however the animal ordinance is the only regulating document other than nuisance codes. Staff stated the petitioner does not live at this address, but the use is requested for the renter. The renter intends to purchase the property in the future. Staff recommends the rezoning. With no more questions the public hearing was opened. No one in favor spoke. Joe LaRosa who is opposed is a neighbor and is aggravated by bees and stated they infringe on his ability to use his pool. The rear of the property is unusable. He stated goats have been tied to a tree and chickens in the yard. The rooster disturbs his sleep. He stated this is too close to other residences. Josh Lashley is opposed and an adjoining property owner. He stated goats are in a garage, along with chickens, pigs and dogs. His active young family find the bees a nuisance. Bees fly straight out, with no barriers. He expected to live in city not on a farm. He stated he believes that this will diminish his ability to sell in the future. Debbie Taylor is opposed and has issues with the animals; however this rezoning appears to be much more restrictive on animals than the original zone. It was stated that the only thing that could be done would be to take the property renter to court to change the situation. She stated she is wondering if the new zoning would be better. Joe LaRosa stated the neighbors below him had dogs that barked and the neighbors were incensed to just buy more dogs once they were turned in to the police. There is no enforcement by animal control in their opinion. With no further comments the public hearing was closed. Mike McIntire stated that code enforcement has had a concerted effort to improve and that will continue, however we are hampered by limit on the fine amounts by state constitution. One of the reasons to create this zone is that it allows us to assert some control on the animal conditions. Buzzy Breeding stated the resident intends to build a structure that is currently allowed. Ken Weems answered he wants to store the bee hives inside the structure. Marvin Sylvia, the renter spoke in favor stating that he immediately moved or got rid of the animals once the complaint was received from his neighbors. The bee hives originally were dry hives. No animals or other agricultural uses will be in the front yard. The barn is intended to be located in the rear of the property and will house bees and process honey. He stated goats will not be located on the property. The original hives were located at the Southwest corner of the home. Joe LaRosa asked if it was approved whether we would be funding the uses via licenses. Josh Lashley asked what prevents goats and other animal from being in the front yard? Ken Weems stated that none of the housing for animals is allowed in the front yard. Debbie Taylor asked isn't this the only way we could call Code Enforcement? Mike McIntire asked if there was a barrier

required for the zoning regulations. Mark Selby stated he was not comfortable with the information differentiating the zoning districts and asked if we can table? It was noted that the heart of the problem is whether or not there is irresponsible animal ownership. There being no additional comments the public hearing was closed. A motion was made by Hoyt Denton seconded by Mike McIntire to approve the request. The motion was approved 4-1-1 with Buzzy Breeding voting “no” and Mark Selby abstaining.

**11-02 Downtown B-2 Rezoning– (14-101-00013)**

The Planning Commission considered a request to approve rezoning from M-1 and M-2 to B-2 to accommodate existing and future commercial uses. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. Ken Weems presented the item stating the City initiated request for properties on Main Street from M-1 & M-2 to B-2. The City is trying to create more marketable property for future uses. Staff reported one owner called and is in support of the rezoning request. Staff recommended the rezoning. The public hearing was opened. No speakers were present so the public hearing was closed. Hoyt Denton questioned if someone else other than the property owner could request rezoning. Staff stated only the City could initiate without the direct consent of the property owner. There being no additional questions, a motion was made by Mark Selby seconded by John Moody to approve the request. The motion was unanimously approved, 6-0.

**11-03 Larry Neil Rezoning – (14-101-00014)**

The Planning Commission is requested to consider rezoning from R-3 and A-1 to B-3 certain property to allow medical office (orthopedic office) use of the property. The property is located inside the corporate limits of the City of Kingsport, 11<sup>th</sup> Civil District of Sullivan County. Ken Weems presented the item stating the property owner requested the rezoning for a proposed medical office. A small portion of the property is currently zoned B-3 with adjoining property being zoned R-3 and A-1 as well as B-3. Mr. Weems stated the site plan meets the standards for development as shown. He noted that there is a considerable steep grade and you move northward on the property. Staff mentioned there was one call from an adjacent property owner in Cobblestone and they were simply asking questions regarding the request. There was a letter from other property owners in favor of the rezoning request. Staff recommends the request. Public hearing was opened and there were no speakers. The public hearing was then closed. There being no comments, a motion was made by Mike McIntire seconded by Buzzy Breeding to approve the request. The motion was unanimously approved, 6-0.

**11-04 CVS Replat - (14-201-00075)**

The Planning Commission is requested to consider recommendation for Preliminary Subdivision Approval at 4400 West Stone Dr. and C.E. Brooks Way. The property is

located inside the corporate limits of the City of Kingsport, 7<sup>th</sup> District of Hawkins County. Corey Shepherd presented the item stating the request is by Carlson Consulting Engineers with 3 lots shown. This will facilitate the use of a new development of a CVS retail store. Mr. Shepherd stated one lot was to be sold for future development and another to continue to house Taco Bell. One easement is to be vacated on the site. Plat meets the requirements for subdivision approval and Staff recommends the subdivision. The Public Hearing was opened and Matt Pitts engineer for the request spoke in favor. After no further comments, the public hearing was closed. A motion was made by Hoyt Denton seconded by Mike McIntire to approve the request. The motion was unanimously approved, 6-0.

**11-05 Subdivision Vesting Text Amendment – (14-801-00004)**

The Planning Commission conducted a public hearing in consideration of amending the Minimum Regulations for Subdivision Development within the Kingsport, Tennessee Planning Region to include vesting rights for preliminary plats. Ken Weems presented the item stating this effects preliminary plat approvals and adjusts vesting periods as per the new vesting legislation enacted by the state. The single phase is approval for 10 years with multi-phase approval allowable for 15 years. Vesting includes all development standards, engineering standards, zoning codes, design regulations etc. There are some limitations for vesting rights if they violate the provisions. They do have time to redress the violation. Ken Weems stated that this protects the developer for a specified period once they receive approval. The public hearing was opened for questions. Bob Winstead asked why this was instituted. Mike McIntire stated it came about at the end of this recession due to empty or abandoned subdivisions to continue to pick up where they left off several years ago once development returned. Bob Winstead questioned does the city have any choice in this? Staff stated no. The public hearing was closed. There being no further comments, a motion was made by Hoyt Denton and seconded by mike McIntire to approve the request. The motion was unanimously approved, 6-0.

**11-06 Vesting Zoning Text Amendment – (14-801-00005)**

The Planning Commission considered a request to amending the Kingsport Code of Ordinances to include vesting rights for preliminary zoning development plans. Ken Weems presented the item stating it is the same as previous item with changes being applied to preliminary zoning development plans and PD plans. The public hearing was opened. Bob Winstead asked what is PD? Staff answered explaining the Planned Development zoning designation. The Public Hearing was closed. There being no further questions, a motion was made by Hoyt Denton seconded by Mike McIntire to approve the request. The motion was unanimously approved, 6-0.

**11-07 B-4P Periphery Yard Zoning Text Amendment – (14-801-000007)**

The Planning Commission considered a request for amending Division 3 of Kingsport's Zoning Code to clarify elimination of the 30-foot development-free periphery yard requirement along public streets in B-4P districts. Ken Weems presented the item stating it amends the B-4P District to match what traditional practice included. Thereby clarifying any more stringent interpretations. He stated it adds text to the district which indicates an exemption of the requirement along public streets. He noted that all other landscaping requirements shall remain in effect. Staff recommends the changes. Public hearing was opened and there were no questions and no speakers. There being no comments, a motion was made by Hoyt Denton seconded by John Moody. The motion was unanimously approved, 6-0.

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

**VIII. OTHER BUSINESS**

**IX. ADJOURNMENT**

**11-08** Receive a letter of resubdivision of the Westmoreland Property, on Kenridge St.

**11-09** Receive a letter of resubdivision of the Cowden Property, on Arapahoe Drive.

**11-10** Receive a letter of resubdivision of the Carroll & Barnett Property, on Lynn Road.

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**11-13** Receive a letter of resubdivision of the Barker Property, on Woodclift Drive.

**11-14** Receive a letter of resubdivision of the Copas Property, on Sumpter and Snapps Ferry Roads.

**11-15** Receive, for informational purposes only, the New Business Report for October 2014 from Lynn Tully.

**11-16** Receive, for informational purposes only, the October 2014 report from the Building Division.

**11-17** Receive for informational purposes only, the September 2014 Development Services Focus.

Training is available on Robert's Rules of Order on December 5 at the KCHE. Alison will send notice to PC and BZA for additional response. All PC Members are current on training hours. The Christmas Luncheon will be held at Vito's on Main Street on December 12. Alison will send notice out via email. There being no further business, a motion was made by Hoyt Denton and seconded by Mike McIntire to adjourn the meeting at approximately 8:05 pm. This motion passed unanimously, 6-0.

Respectfully Submitted,

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Chanya Lynn Tully, AICP, Planning Commission Secretary

**720 & 728 Lynn Garden Drive Preliminary Zoning Development Plan**

<b>Property Information</b>			
Address	720 & 728 Lynn Garden Drive		
Tax Map, Group, Parcel	29M, H, 014.00		
Civil District	11		
Overlay District	n/a		
Land Use Designation	Commercial/ Retail		
Acres	+/- 6.01		
Existing Use	Shopping Center	Existing Zoning	B-4P
Proposed Use	Same	Proposed Zoning	Same
<b>Owner /Applicant Information</b>			
<b>Name:</b> Polestar Development, LLC <b>Address:</b> 736 Cherry Street <b>City:</b> Chattanooga <b>State:</b> TN <b>Zip Code:</b> 37402 <b>Email:</b> tconway@hutton.build <b>Phone Number:</b> 423-771-0316		<b>Intent:</b> To receive Preliminary Zoning Development Plan approval in a B-4P zone for a new commercial/retail center.	
<b>Planning Department Recommendation</b>			
The Kingsport Planning Division recommends APPROVAL for the following reasons: <ul style="list-style-type: none"> <li>• The submitted preliminary zoning development plan meets the development standards of the B-4P zone without need for a variance.</li> <li>• The future land use plan supports retail development for the parcel.</li> </ul> Staff Field Notes and General Comments: <ul style="list-style-type: none"> <li>• The site contains the old Parkway Plaza Shopping Center.</li> <li>• The portion of the site that abuts residential use and zoning is geographically separated by a steep bluff contained within the boundary of the site. This provides excellent natural buffering from adjacent residential uses, which supports the intent of the B-4P district.</li> </ul> Utilities: Both City water and sanitary sewer are available to the property.			
Planner:	Ken Weems	Date:	1 December 2014
<b>Planning Commission Action</b>		<b>Meeting Date:</b>	<b>18 December 2014</b>
Approval:			
Denial:		Reason for Denial:	
Deferred:		Reason for Deferral:	

**PROPERTY INFORMATION**

**ADDRESS: 720 and 728 Lynn Garden Dr.**

**DISTRICT: 11th**

**OVERLAY DISTRICT: n/a**

**EXISTING ZONING: B-4P**

**ACRES: +/- 6.01**

**EXISTING USE: Shopping Center**

**PROPOSED USE: Shopping Center**

**PETITIONER**

**ADDRESS 736 Cherry St., Chattanooga, TN 37402**

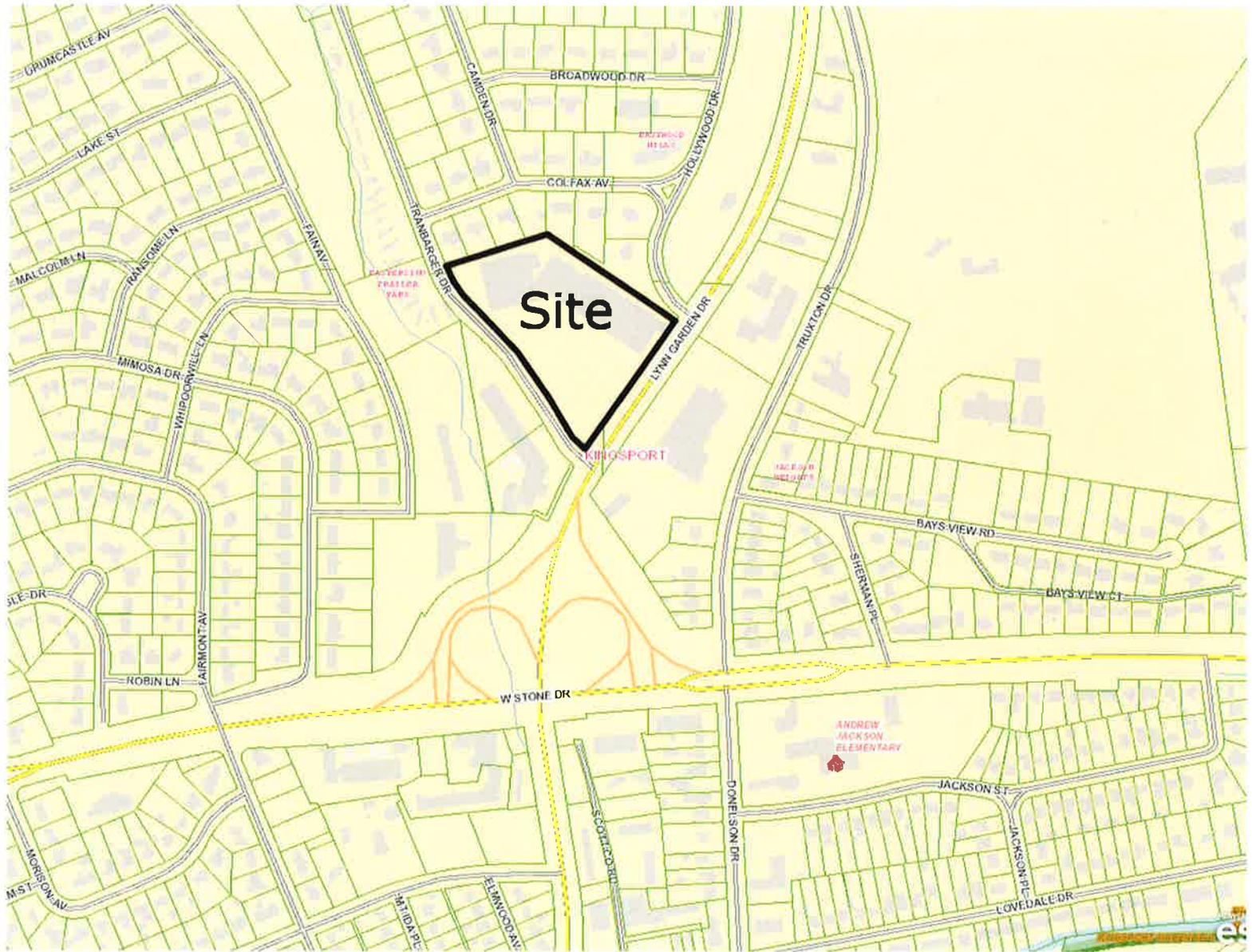
**REPRESENTATIVE**

**PHONE (423) 771-0316**

**INTENT**

**To receive Preliminary Zoning Development Plan approval in a B-4P zone for a new commercial/retail center.**

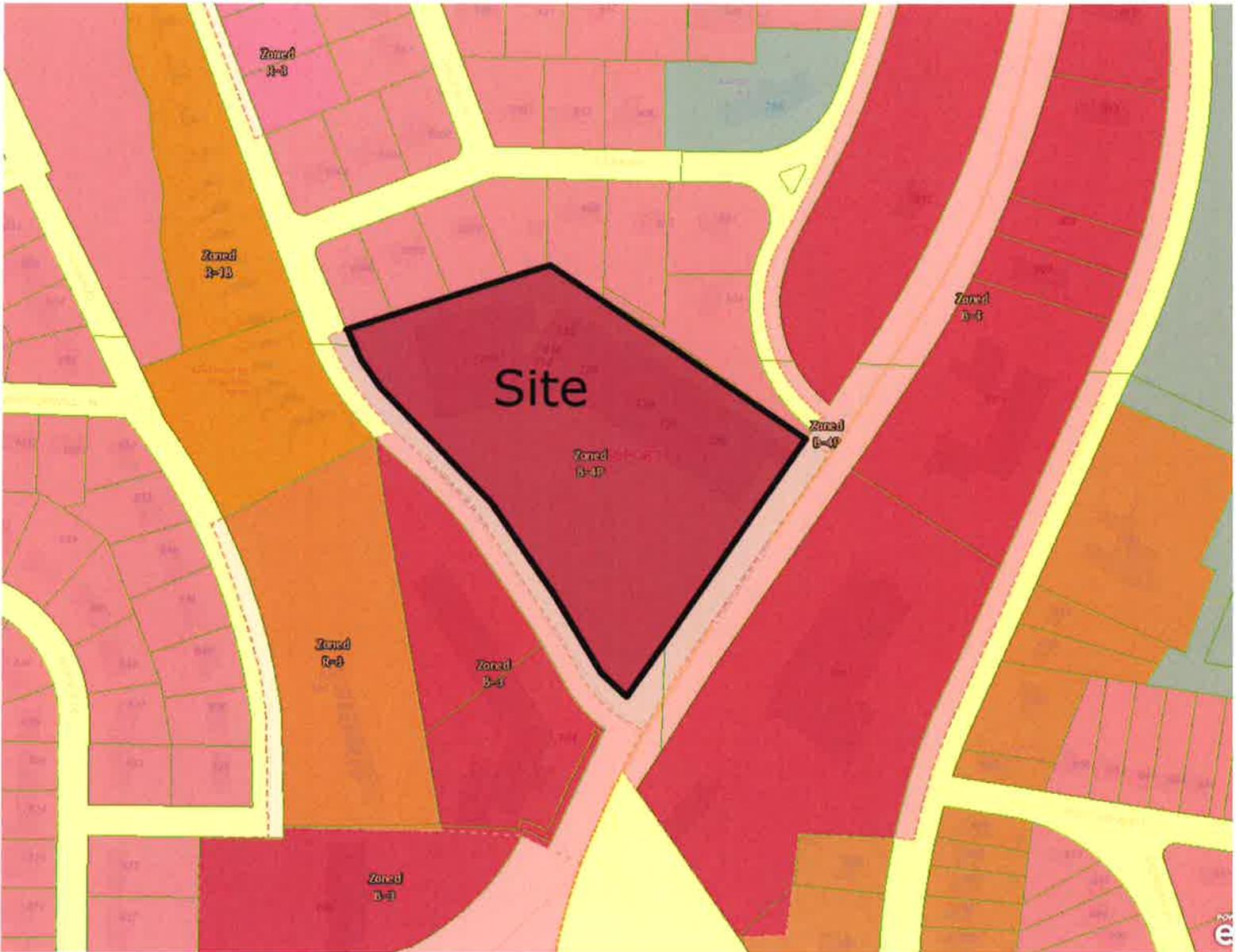
LOCATION MAP



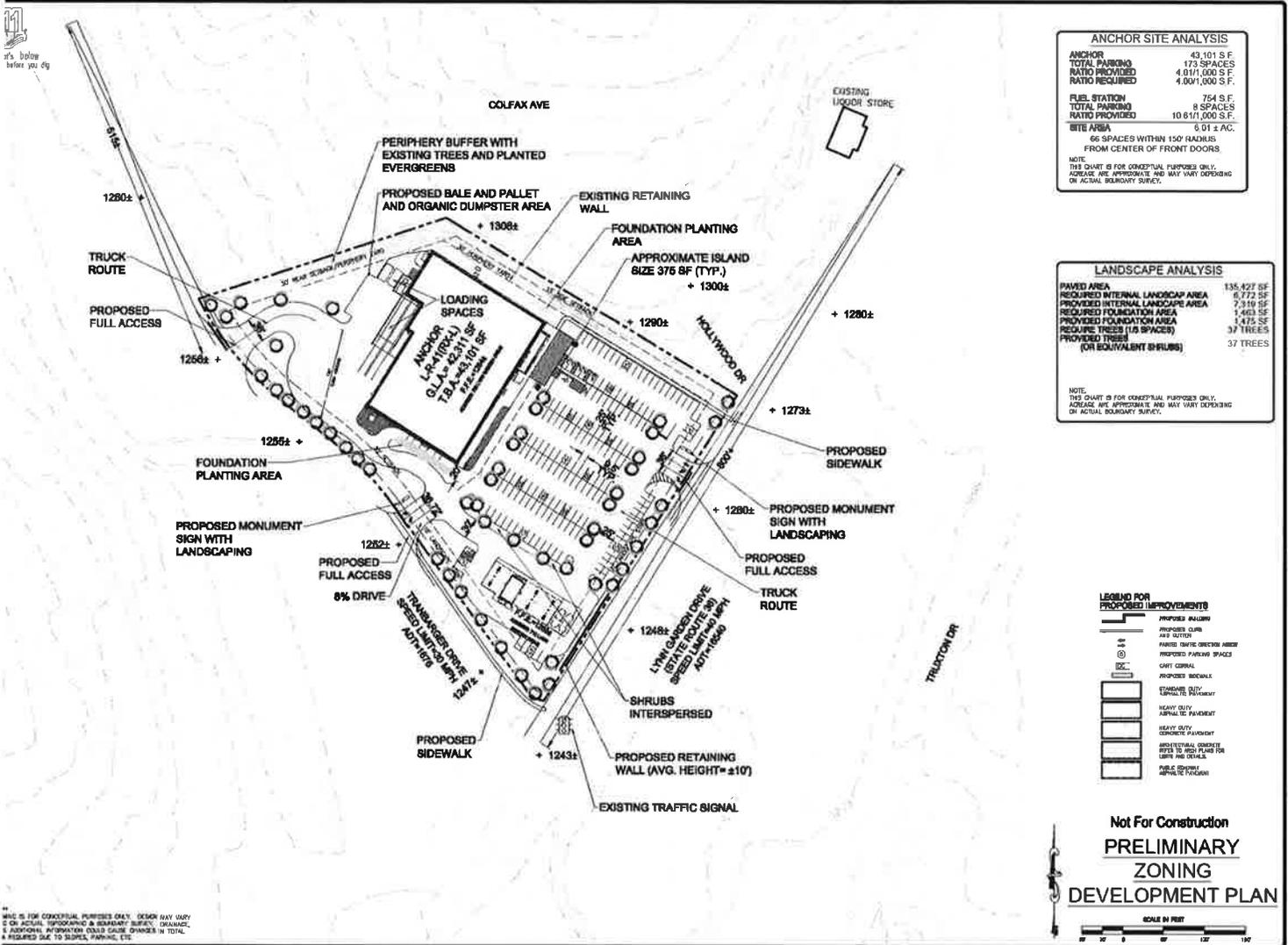
**CURRENT ZONING MAP**



**FUTURE LAND USE PLAN MAP (RETAIL USE)**



ZONING DEVELOPMENT PLAN



REVISION

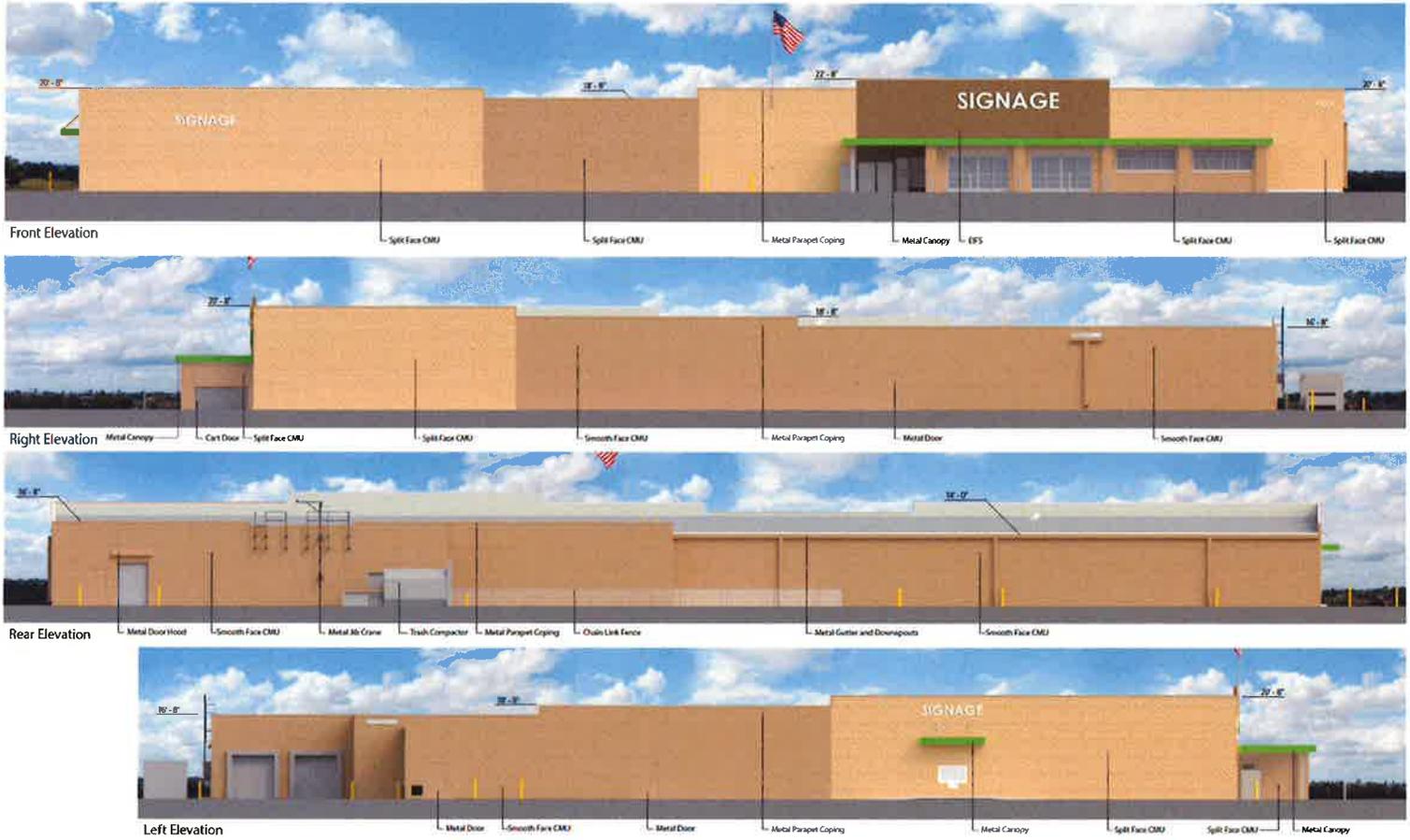
DDG  
DUALITE DESIGN GROUP, LLC  
1400 Parkway Dr., Suite 200, Dallas, TX 75244  
www.ddgpc.com  
James T. Prater, P.E. 409.482.9298

PROPOSED COMMERCIAL DEVELOPMENT  
KINGSFORT, SULLIVAN COUNTY, TN

FOR: POLSTAR DEVELOPMENT, LLC

DESIGNED BY: DDG  
ISSUED DATE: 11/13/2014  
ISSUED FOR: CONCEPTUAL REVIEW  
PROJECT NO: 14-102-01  
FILE: KINGSFORT ZDP  
SHEET: P-3

**Elevations**



November 2014

Kingsport, TN

Color Elevations

1

**Pictures of site and surrounding area**

**North**



**South**



**East**



<b>Location</b>	<b>Number Designation</b>	<b>Zoning / Use</b>
North, East, Northwest	<b>1</b>	Zone: R-1B Use: Single Family
Further North and Northwest	<b>2</b>	Zone: R-1B Use: Single Family
East	<b>3</b>	Zone: B-3 Use: Hotel
Further East	<b>4</b>	Zone: R-1B Use: Cemetery
Southeast and South	<b>5</b>	Zone: B-3 Use: Newspaper Office
Further South	<b>6</b>	Zone: B-3 Use: Retail & Hotel
West	<b>7</b>	Zone: R-3 Use: Apartments

EXISTING USES AND LOCATION



## ZDP ANALYSIS

Based on the applicant's site plan submitted to the Planning Department on 11 November 2014, Staff offers the following considerations:

### DEVELOPMENT STANDARDS FOR THE B-4P DISTRICT

- Front yard – 30'
- Side yard – 15'
- Rear yard- 30'
- Minimum lot frontage – 150'
- The area of the footprint of all buildings and parking shall not exceed 30 percent of the total land area.

The ZDP indicates compliance with the development standards.

### Streetscape and Landscape Strips-

Front adjacent to Lynn Garden Drive: 10'

Side adjacent to Tranbarger Drive: 10'

Periphery along all non-street sides: 30'

The site plan submitted complies with the requirements for streetscape and landscape strips of the B-4P District.

### Parking Requirements

The site plan submitted indicates a total of 181 parking spaces, conforming to the parking requirements for the new commercial retail building and gas station.

### DESCRIPTION OF PROPERTY FEATURES

The existing conditions of the site will change with the removal of the current buildings on the property. A natural buffer exists along both the rear and side of the property abutting residential use. This buffer consists of a steep rise in topography, with the abutting residential uses rising significantly above the subject parcel.

### CONCLUSION

Staff recommends APPROVAL of the Zoning Development Plan.

**MEMORANDUM**

**TO:** KINGSFORT REGIONAL PLANNING COMMISSION  
**FROM:** Corey Shepherd, PLANNER  
**DATE:** December 2, 2014  
**SUBJECT:** MORIN RIGHT-OF-WAY DEDICATION  
**PROJECT #:** 14-201-00084

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**INTRODUCTION**

Consider granting final approval for a right-of-way dedication for an area staff refers to as “Morin right-of-way” located off of Clinchfield Street in the 11<sup>th</sup> Civil District in Sullivan County and owned by Morin Enterprises, LLC. The plat was submitted by the City of Kingsport as part of the Safe Routes to School Initiative.

**PRESENTATION**

The City of Kingsport has requested that the Planning Commission grant final approval for the dedication of the area called “Morin right-of-way” off of Clinchfield Street, approximately .12 acres, as public right-of-way. The portion of the property owned by Morin Enterprises, LLC would be dedicated public to facilitate the development of a connector from existing public right-of-way, Clinchfield Street sidewalk, to the Greenbelt. This request is part of the Safe Routes to School Initiative. All City departments have reviewed this right-of-way dedication request and have no objections.

**OPTIONS**

The Planning Commission’s options are as follows:

1. Grant final approval to the right-of-way dedication as requested.
2. Deny approval and state the deficiency in the plat.
3. Postpone action with consent of the property owner until additional information is presented.

**RECOMMENDATION**

Staff recommends granting final approval for the Morin right-of-way dedication as requested.

Area Map



Aerial Map







CITY OF KINGSPORT, TENNESSEE

November 17, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that replat of the Cookenhour Property, on Darnell Drive, surveyed by Jonathan Wayne Willis, RLS, 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,



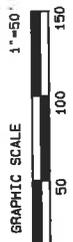
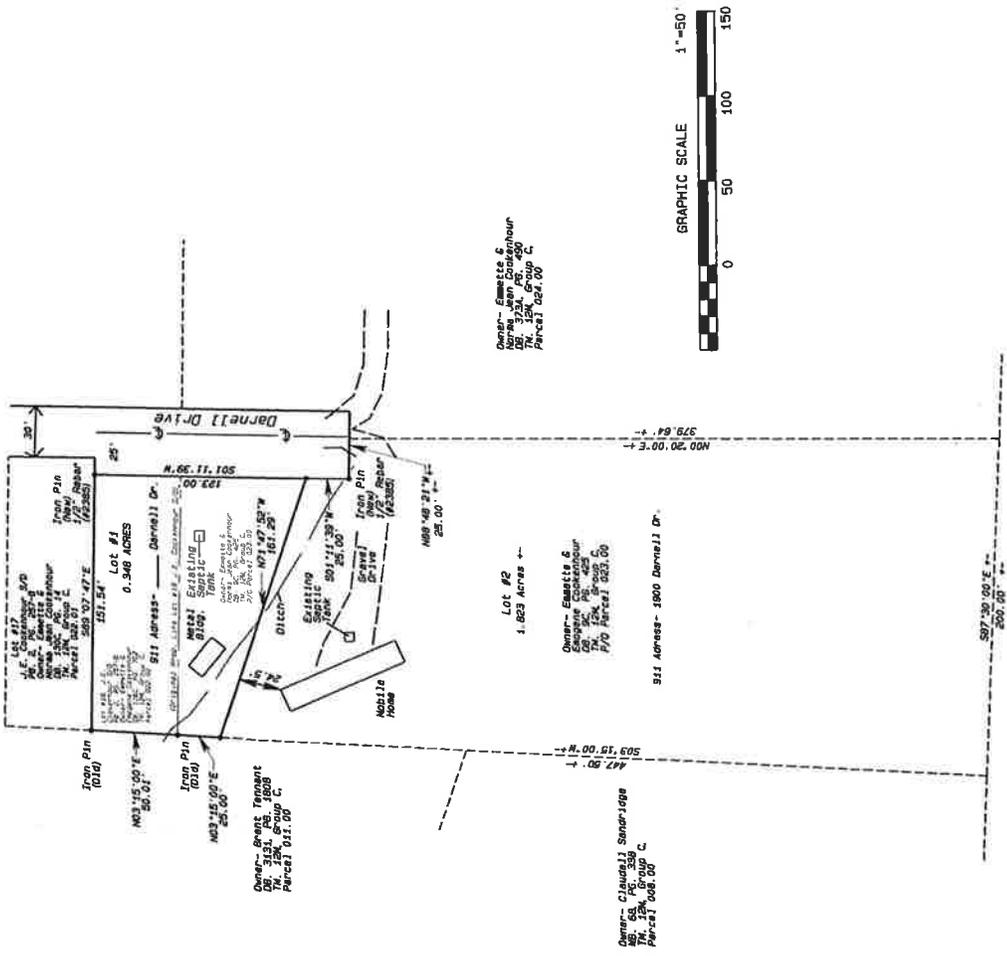
Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission





PB. 2  
PG. 257-B



- NOTES**
- This survey is based upon existing monuments and boundaries which were found in the field as of the date of this survey.
  - No title information was furnished to this surveyor.
  - This boundary survey is subject to all right-of-ways and easements shown on the plat.
  - All future construction will conform to the regulations of construction and zoning ordinance in effect at the time of construction.
  - Along the interior side of all lot lines of 2' maintenance of utilities and the convenience of storage is in addition to any other structural or non-structural, storage, assessments or easements shown on the plat.
  - This plat is not intended to be a Social Flood Hazard Area.
  - For Flood Insurance Rate Map (FIRM) Effective Date Sheet, 2000 from the Federal Emergency Management Agency (FEMA).
  - From time found on all corners unless otherwise noted.
  - Existing Sepsic Systems in place and operating properly.

<b>CERTIFICATE OF THE APPROVAL FOR SITE ADDRESSING</b> I HEREBY CERTIFY THAT THE ADDRESSING ON THIS PARCEL ACCORDS WITH THE REQUIREMENTS OF THE LOCAL UTILITY DISTRICT AND THE UTILITY DISTRICT HAS BEEN ADVISED OF THE ADDRESSING.	
DATE	_____
BY	_____
<b>CERTIFICATE OF DIMENSION AND DEDICATION</b> I HEREBY CERTIFY THAT I AM NOT PROVIDING OF THE DIMENSION AND DEDICATION OF THE LOT AND THE LOT IS NOT SUBJECT TO ANY OTHER STRUCTURAL OR NON-STRUCTURAL, STORAGE, ASSESSMENTS OR EASEMENTS SHOWN ON THE PLAT.	
DATE	_____
BY	_____
<b>CERTIFICATE OF APPROVAL FOR RECORDING</b> I HEREBY CERTIFY THAT THE INFORMATION ON THIS PLAT IS TRUE AND CORRECT AND THAT I AM NOT PROVIDING OF THE DIMENSION AND DEDICATION OF THE LOT AND THE LOT IS NOT SUBJECT TO ANY OTHER STRUCTURAL OR NON-STRUCTURAL, STORAGE, ASSESSMENTS OR EASEMENTS SHOWN ON THE PLAT.	
DATE	_____
BY	_____

**CERTIFICATE OF AGENCY**

DATE \_\_\_\_\_

BY \_\_\_\_\_

ADDRESSING NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_

**CERTIFICATE OF APPROVAL OF PUBLIC WATER SYSTEMS**

DATE \_\_\_\_\_

BY \_\_\_\_\_

ADDRESSING NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_

**CERTIFICATE OF APPROVAL OF SEWERAGE SYSTEM**

DATE \_\_\_\_\_

BY \_\_\_\_\_

ADDRESSING NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_

**CERTIFICATE OF APPROVAL OF STREETS**

DATE \_\_\_\_\_

BY \_\_\_\_\_

ADDRESSING NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_

**LOTS 1 & 2 HAVE NOT BEEN EVALUATED PURSUANT TO THIS PLAT REVIEW FOR AN SDS SYSTEM AND ARE LOTS ON THE EXISTING SYSTEM**

RECORD ON FILE AT TDCR OFFICE

FILE \_\_\_\_\_

DATE \_\_\_\_\_

**CERTIFICATE OF APPROVAL OF STREETS**

DATE \_\_\_\_\_

BY \_\_\_\_\_

ADDRESSING NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_

**OWNER: EMMA E. COOK**  
 170 LAKEVIEW LANE,  
 GRAY, TN. 37615  
 (423) 202-8667

**OWNER: CHARLES S. SENOR**  
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12-04

CITY OF KINGSPORT, TENNESSEE

November 17, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that replat of The Islands at Old Island, on Golf Ridge Drive, surveyed by Barge, Waggoner, Sumner & Cannon, RLS, 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.

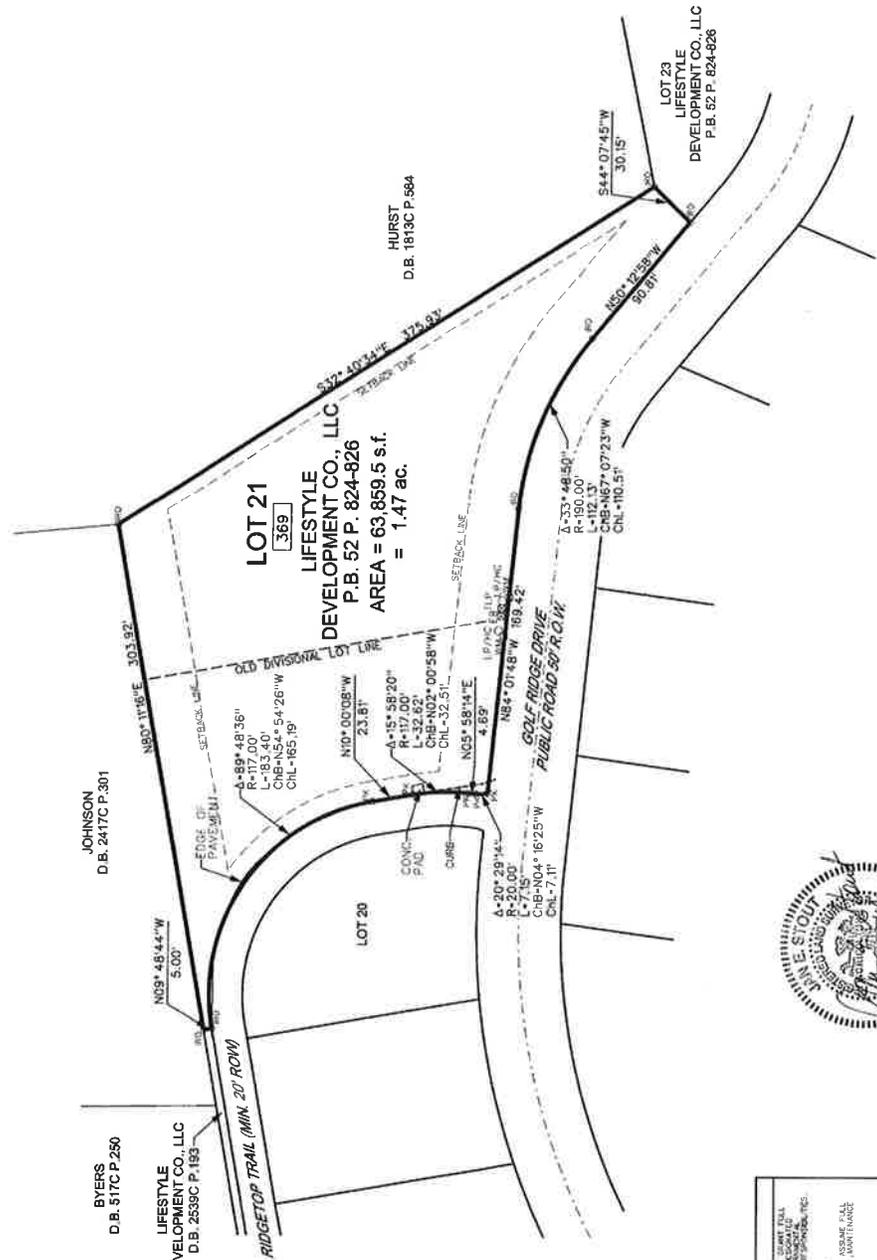
Sincerely,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission



- LEGEND**
- ⊗ TLP Telephone Pedestal
  - ⊗ EB Electrical Box
  - ⊗ WM Water Meter
  - L.P.H.C. Lower Pressure Sewer House Connection



**LOT 21**  
**LIFESTYLE DEVELOPMENT CO., LLC**  
**P.B. 52 P. 824-826**  
**AREA = 63,859.5 s.f.**  
**AREA = 1.47 ac.**

**LOT 20**  
**LIFESTYLE DEVELOPMENT CO., LLC**  
**P.B. 52 P. 824-826**

**LOT 23**  
**LIFESTYLE DEVELOPMENT CO., LLC**  
**P.B. 52 P. 824-826**

**HURST**  
**D.B. 1813C P. 984**

**JOHNSON**  
**D.B. 2417C P. 301**

**BYERS**  
**D.B. 517C P. 260**

**LIFESTYLE DEVELOPMENT CO., LLC**  
**D.B. 2638C P. 193**

**NOTES:**

1. BEARINGS ARE BASED ON PREVIOUSLY RECORDED DEEDS.
2. DEED REFERENCES:  
 TAX MAP 33P GROUP A  
 7th CIVIL DISTRICT  
 PARCELS 40 & 41  
 PLAT BOOK 52 PAGE 825
3. PROPERTY ZONED: R1-B RESIDENTIAL  
 SETBACKS: 30' FRONT & REAR  
 8' SIDE
4. FLOOD INS. #7903000700, EFFECTIVE DATE SEPT. 2006.  
 FLOOD HAZARD DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA.
5. UTILITY PROVIDERS:  
 WATER: CITY OF KINGSPORT  
 SEWER: CITY OF KINGSPORT  
 TELEPHONE: ENERGEN  
 ELECTRIC: AMERICAN ELECTRIC POWER  
 CABLE: CHARTER COMMUNICATIONS
6. 369 - 911 ADDRESS
7. UTILITY EASEMENTS:  
 15 FOOT UTILITY EASEMENT ALONG FRONT LOT LINES.
8. IRON RODS NEW SET AT ALL PROPERTY CORNERS UNLESS OTHERWISE NOTED.



**BWSC**  
 BARBE WAGGONER  
 SUMNER & DANFORD, INC.  
 1000 EASTERN AVENUE, SUITE 100, KINGSPORT, TENNESSEE 37660  
 423-266-1100  
 www.bwscgroup.com

GOVERNMENT AND UTILITY AGENCIES THE OWNERS OF THIS PROPERTY HEREBY AGREE TO OBTAIN FINAL STREETS UTILITIES AND OTHER EASEMENTS FROM GOVERNMENT AND UTILITY AGENCIES TO SUPPORT THEIR PROPOSED DEVELOPMENT. MAINTENANCE OF COMMON OPEN SPACE THE OWNERS OF THIS PROPERTY HEREBY AGREE TO ASSUME FULL AND OBLIGATION OF ALL COMMON OPEN SPACE.	DATE: _____ OWNER: _____
CERTIFICATE OF APPROVAL FOR 911 ADDRESSING ASSIGNMENT I HEREBY CERTIFY THAT THE ABOVE ADDRESSES AS NOTED ON THE FINAL PLAT, HAVE BEEN PREPARED AS REQUIRED.	DATE: _____ OWNER: _____
CERTIFICATE OF OVERSEER AND INSPECTION I HEREBY CERTIFY THAT THE ABOVE ADDRESSES AS NOTED ON THE FINAL PLAT, HAVE BEEN PREPARED AS REQUIRED AND THAT THE SAME ARE IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND OTHER CITY ORDINANCES AND THAT THE SAME ARE IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND OTHER CITY ORDINANCES.	DATE: _____ SUPERVISOR: _____
CERTIFICATE OF APPROVAL OF PUBLIC WATER SYSTEM I HEREBY CERTIFY THAT THE ABOVE WATER UTILITY SYSTEM INSTALLED OR PROPOSED FOR THE ABOVE PROPERTY IS IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND IS HEREBY APPROVED.	DATE: _____ AUTHORIZING AGENT: _____
CERTIFICATION OF THE APPROVAL OF STREETS I HEREBY CERTIFY THAT THE ABOVE STREETS HAVE BEEN LAYED OUT IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND THAT THE SAME ARE IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND OTHER CITY ORDINANCES.	DATE: _____ CITY ENGINEER OR COUNTY ROAD COMMISSIONER: _____
CERTIFICATION OF THE APPROVAL OF SEWERAGE SYSTEM I HEREBY CERTIFY THAT THE ABOVE SEWERAGE SYSTEM INSTALLED OR PROPOSED FOR THE ABOVE PROPERTY IS IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND IS HEREBY APPROVED.	DATE: _____ TENNESSEE DEPARTMENT OF ENVIRONMENT & CONSERVATION OR KINGSPORT AUTHORIZING AGENT: _____
CERTIFICATE OF APPROVAL FOR RECORDING I HEREBY CERTIFY THAT THE ABOVE PLAT IS IN ACCORDANCE WITH THE CITY OF KINGSPORT, TENNESSEE, ORDINANCES AND IS HEREBY APPROVED.	DATE: _____ RECORDING AGENT: _____

RE-PLAT LOT 21, DISSOLUTION LOT 22 THE ISLANDS AT OLD ISLAND KINGSPORT REGIONAL PLANNING COMMISSION TOTAL ACRES 1.47 TOTAL LOTS 1 ACRES NEW ROAD/ALLEYS 0 MILES NEW ROAD 0 OWNER: LIFESTYLE DEVELOPMENT CO., LLC CIVIL DISTRICT 7th SURVEYOR: JAN STOUT CLOSURE ERROR: 1:10,000 SCALE: 1" = 50'	DATE: _____ SIGNATURE: _____
---	---------------------------------



CITY OF KINGSPORT, TENNESSEE

November 17, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that resubdivision of the Flanary Property, on East Stone Drive, surveyed by Dennis Pierce of Pierce Land Surveying, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission







12-06

CITY OF KINGSPORT, TENNESSEE

November 18, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that the revision of the Jericho Property, on Jericho Drive, surveyed by Bill Phillips of Bill Phillips, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission



THIS IS A PRELIMINARY PLAT. IT IS SUBJECT TO THE REVIEW AND APPROVAL OF THE KANSAS DEPARTMENT OF REVENUE AND THE KANSAS STATE BOARD OF LAND COMMISSIONERS. THE PLAT IS NOT TO BE USED FOR ANY PURPOSES WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR.

PLAT MAP 20'  
 BAR VELD 30'  
 JOB VELD 0'

SECONDO HARVEST FOOD BANK  
 JERICHO PROPERTY INC. 1100 JERICHO DRIVE  
 KANSAS CITY, MO 64116  
 (413) 373-1823

PIERCE-HARVEST SUBDIVISION  
 PUT BOX 53  
 1020 JERICHO DRIVE  
 TAX MAP 78  
 PARCEL 98.80

LOT 1  
 8.26 AC.  
 1000 JERICHO DR.  
 ZONE B-3

LOT 2  
 9.95 AC.  
 + 1.23 AC.  
 = 11.18 AC.

JERICHO INC.  
 D.B. 494 C RE 562  
 TAX MAP 79  
 PARCEL 38.50

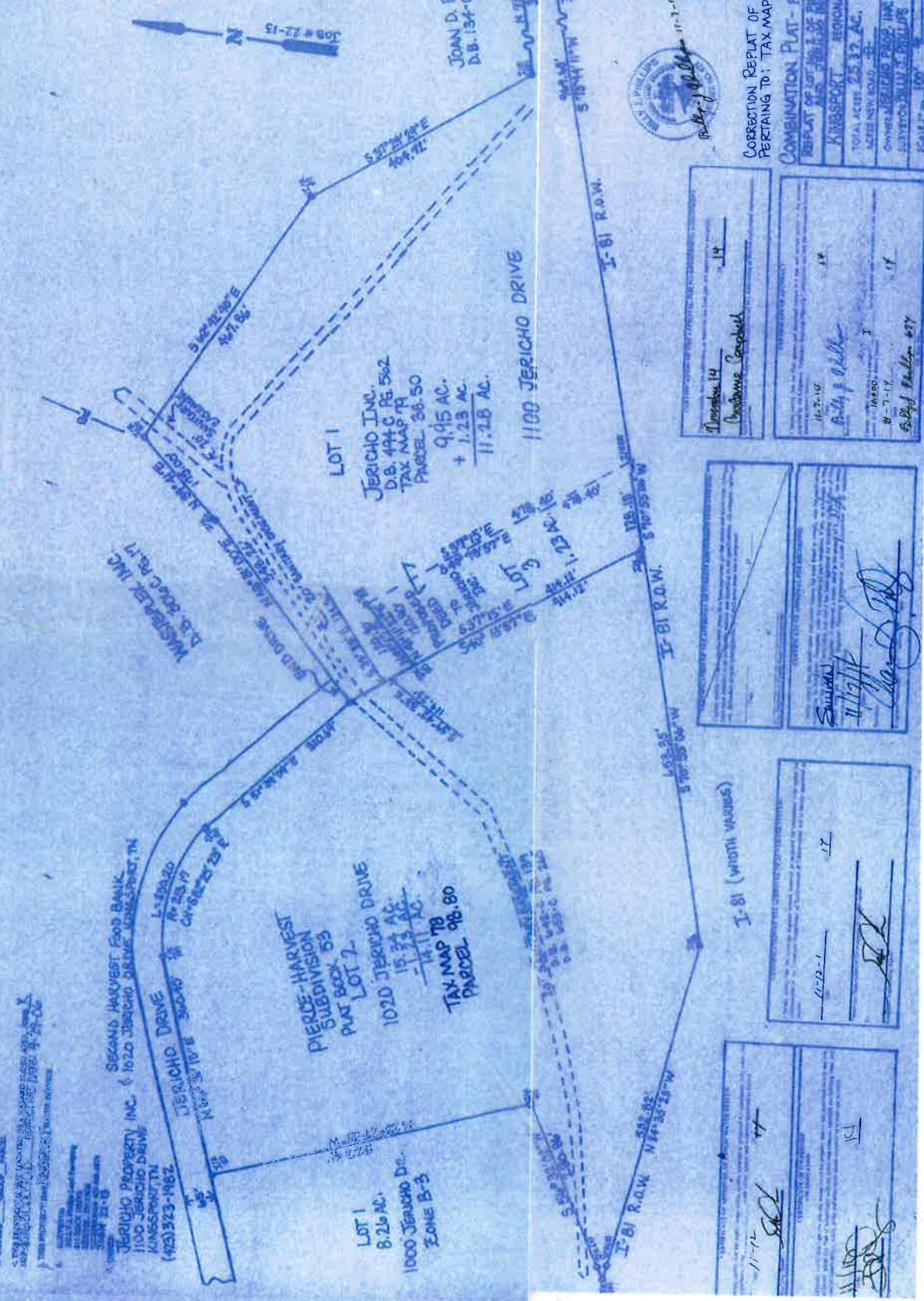
JOHN D. BISHOP  
 D.B. 134-C RE 941



11/17/2014 04:21:30 PM  
 14019541  
 1.235 PLAT  
 PLAT BOOK P54  
 PAGE 542-542

BASE FEE	15.00
DP FEE	2.00
ANG FEE	2.00
TOTAL	17.00

THE SURVEYOR'S TITLE COMPANY  
 SURVEYOR OF MISSOURI



CORRECTION REPLAT OF P.B. 54 RE. 525  
 PERTAINING TO TAX MAP 78 PARCEL 98.80 ON LOT 2

COMBINATION PLAT - P.B. 53 RE. 141 & P.B. 115-C RE. 27  
 REPEAT OF LOT 1 OF P.B. 53 RE. 141 & P.B. 115-C RE. 27  
 KANSAS CITY REGIONAL PLANNING COMMISSION  
 TOTAL ACRES 25.17 AC.  
 ACRES NEW ROAD 58  
 OVERSEEN BY KANSAS STATE BOARD OF LAND COMMISSIONERS  
 SURVEYOR JOHN D. BISHOP

12-06

14  
 14  
 14

11-2-14  
 11-2-14  
 11-2-14

11-12-11  
 11-12-11  
 11-12-11

11-12-11  
 11-12-11  
 11-12-11



CITY OF KINGSPORT, TENNESSEE

November 24, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that subdivision of the E Stone Drive City-owned Property, on East Stone Drive, surveyed by Tim Lingerfelt of Alley and Associates, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission







CITY OF KINGSPORT, TENNESSEE

November 24, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that resubdivision of the Shekinah Church Property, on Rocky Branch Road, surveyed by Steve Pierce of Pierce Land Surveying, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission







CITY OF KINGSPORT, TENNESSEE

December 8, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that resubdivision of the Childress Property, on Russell Street, surveyed by Tim Lingerfelt of Alley and Associates, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission

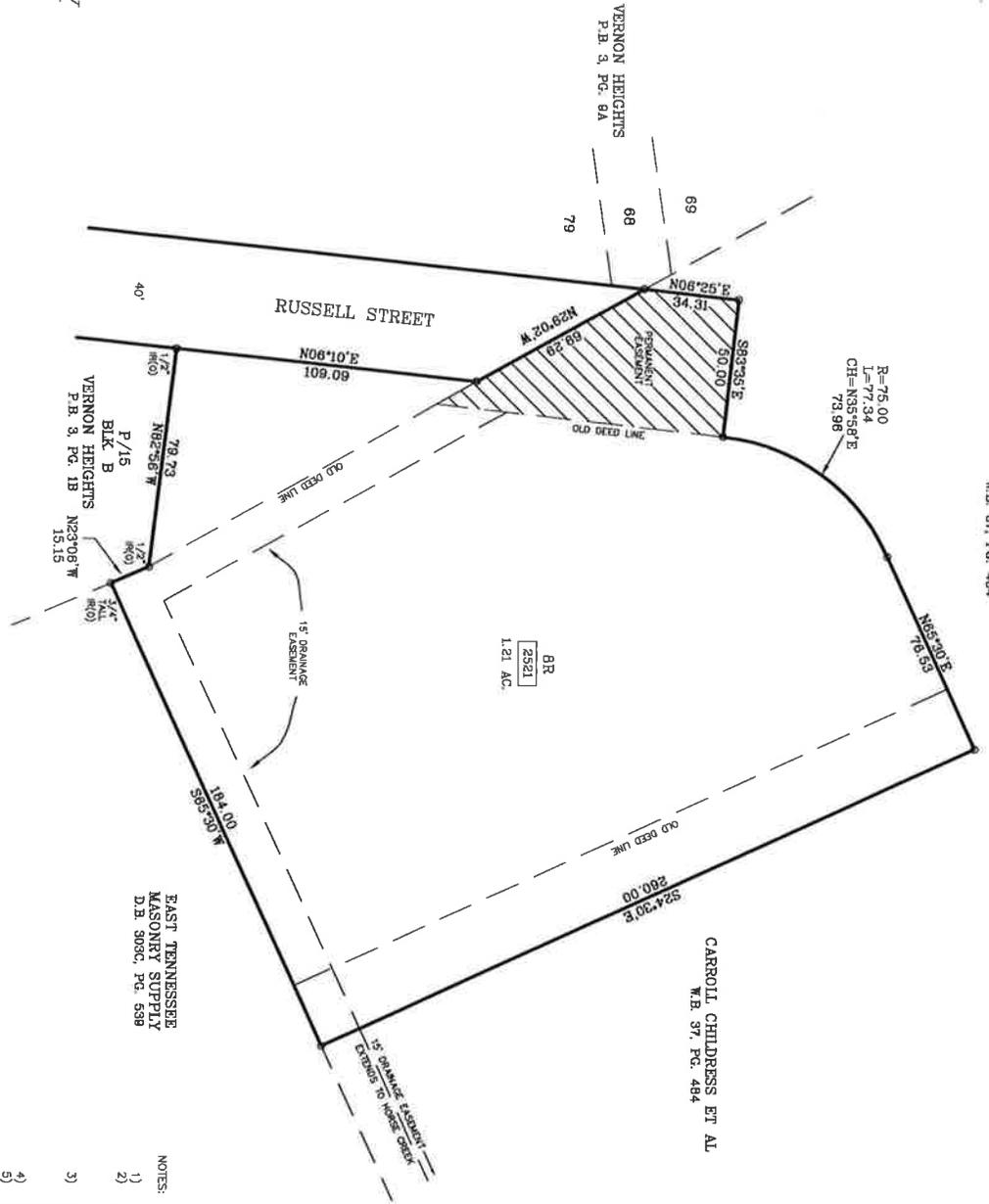




CARROLL CHIDRESS ET AL  
W.B. 37, PG. 484



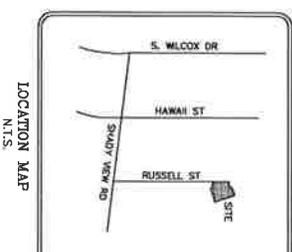
**LEGEND**  
 IR(G) IRON ROD(OLD)  
 P.B. PLAT BOOK  
 D.B. DEED BOOK  
 W.B. WILL BOOK  
 P.C. PAGE  
 A.C. ACRES  
 BLK. BLOCK  
 [128] 917 ADDRESS



CARROLL CHIDRESS ET AL  
W.B. 37, PG. 484

EAST TENNESSEE  
 MASONRY SUPPLY  
 D.B. 509C, PG. 539

- NOTES:**
- 1) NORTH BASED ON REFERENCED PLAT
  - 2) PROPERTY IS ZONED M-1R
  - 3) SETBACKS:  
 FRONT 50'  
 REAR 15'
  - 4) THIS IS TO CERTIFY THAT I HAVE CONSULTED THE FEDERAL FLOOD FLOOD INSURANCE ADMINISTRATION BOUNDARY MAP 47165002300 EFFECTIVE DATE SEPTEMBER 29, 2006 AND FOUND THAT THE ABOVE PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA
  - 5) AOB NOT E-149653 CHILDRESS, DMC
  - 6) FIELD INFORMATION ELECTRONIC DATA COLLECTED
  - 7) TAX MAP 76 PARCEL 1.40 & PART OF PARCEL 1.50
  - 8) PRIOR PLAT REFERENCE: P.B. 35, PAGE 28 & P.B. 3, PAGE 18
  - 9) DEED REFERENCES: D.B. 2209C, PG. 685 & W.B. 37, PAGE 484
  - 10) 5/8" IRON RODS SET ON ALL CORNERS UNLESS OTHERWISE NOTED.
  - 11) HEREBY CERTIFY THAT THIS IS A CATEGORY 1 SURVEY AND THE RATIO OF PRECISION OF THIS SURVEY IS BETTER THAN 1:10,000.



<p><b>CERTIFICATE OF CORNER AND RESURVEY</b></p> <p>1. HEREBY CERTIFY THAT I AM ONE OF THE OWNERS OF THE PROPERTY SHOWN AND RESURVEY HERON AND THAT I HAVE CONSENTED TO THE SURVEYING AND THE PLACEMENT OF CORNERS AND MARKERS ON THE BOUNDARY LINES, AND RESURVEY THE PLAT BY REVEALING THE CORNERS TO THE SURVEYOR.</p> <p>DATE: _____</p> <p>CITY: _____</p>	<p><b>CERTIFICATE OF APPROVAL OF ADJACENT</b></p> <p>1. HEREBY CERTIFY THAT THE SURVEYOR HAS BEEN ADVISED OF THE PROPERTY SHOWN AND RESURVEY HERON AND THAT I HAVE CONSENTED TO THE SURVEYING AND THE PLACEMENT OF CORNERS AND MARKERS ON THE BOUNDARY LINES, AND RESURVEY THE PLAT BY REVEALING THE CORNERS TO THE SURVEYOR.</p> <p>DATE: _____</p> <p>CITY: _____</p>	<p><b>CERTIFICATE OF APPROVAL OF STREET LIGHTING SYSTEM</b></p> <p>1. HEREBY CERTIFY THAT THE STREET LIGHT SYSTEM SHOWN ON THIS SURVEYING PLAT IS IN ACCORDANCE WITH THE CITY OF MEMPHIS' REQUIREMENTS FOR STREET LIGHTING SYSTEMS AND THAT THE SYSTEM HAS BEEN DESIGNED TO MEET THE CITY'S REQUIREMENTS.</p> <p>DATE: _____</p> <p>CITY: _____</p>	<p><b>CERTIFICATE OF APPROVAL OF SEWER SYSTEM</b></p> <p>1. HEREBY CERTIFY THAT THE SEWER SYSTEM SHOWN ON THIS SURVEYING PLAT IS IN ACCORDANCE WITH THE CITY OF MEMPHIS' REQUIREMENTS FOR SEWER SYSTEMS AND THAT THE SYSTEM HAS BEEN DESIGNED TO MEET THE CITY'S REQUIREMENTS.</p> <p>DATE: _____</p> <p>CITY: _____</p>	<p><b>CERTIFICATE OF APPROVAL FOR RESURVEY</b></p> <p>1. HEREBY CERTIFY THAT THE SURVEYOR HAS BEEN ADVISED OF THE PROPERTY SHOWN AND RESURVEY HERON AND THAT I HAVE CONSENTED TO THE SURVEYING AND THE PLACEMENT OF CORNERS AND MARKERS ON THE BOUNDARY LINES, AND RESURVEY THE PLAT BY REVEALING THE CORNERS TO THE SURVEYOR.</p> <p>DATE: _____</p> <p>CITY: _____</p>
<p><b>RESURVEYING OF LOT 8 SOUTH KINGSPORT DEVELOPMENT WEST (LOT 8 AND A PERMANENT EASEMENT) AND PART OF LOT 15, BLOCK B RESURVEYING OF LOT 79, BLOCK B VERNON HEIGHTS</b></p> <p><b>KINGSPORT REGIONAL PLANNING COMMISSION</b></p> <p>TOTAL ACRES: 1.21      TOTAL LOTS: 1</p> <p>ACRES NEW ROAD: 0      LOTS NEW ROAD: 0</p> <p>OWNER: CARROLL CHIDRESS ET AL, CIVIL, DEPOSIT 13TH</p> <p>SURVEYOR: ALLEY &amp; ASSOCIATES, INC., CLAYTON BERRY, 110.000</p> <p>SCALE: 1" = 30'</p>				

**ALLEY & ASSOCIATES, INC.**  
 SURVEYORS  
 248 & MARKET STREET  
 MEMPHIS, TENNESSEE 38102  
 TEL: (901) 382-8888  
 FAX: (901) 382-8889  
 E-MAIL: [info@alleyandassociates.com](mailto:info@alleyandassociates.com)



CITY OF KINGSPORT, TENNESSEE

December 8, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that resubdivision of the Thacker Property, on Spurgeon Road, surveyed by William Henson of Henson Land Surveys, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission







CITY OF KINGSPORT, TENNESSEE

December 8, 2014,

Mr. Dennis Ward, Chairman  
Kingsport Regional Planning Commission  
225 W. Center Street  
Kingsport, TN 37660

Dear Mr. Ward:

This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify that resubdivision of the Ava Gammon Slaughter Property, on Colonial Heights Road, surveyed by Danny Carr of Carter, Carr, and Associates, RLS, 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,

Lynn Tully  
Development Services Director

C: Kingsport Regional Planning Commission



\*Approval is hereby granted for lots SEE RESTRICTIONS defined as Subplots 1 thru 3, 2&3 (Cultural Rights E&J) in Sullivan County, Tennessee, as being suitable for subsurface sewage disposal with the listed or unlisted restrictions:

Prior to any construction of a structure, mobile or permanent, the plans for the exact location of the septic system and an SSD system permit issued by the Division of Water Resources. Water taps, water lines, underground utilities and driveway should be located in site property files as shown on the site plan. Any settling, filling or alteration of the soil conditions may void this approval.

Professional Engineer  
 Division of Water Resources  
 Date: \_\_\_\_\_

The following restrictions apply to the installation of a conventional subsurface sewage disposal system on this property:

A) A permit for the installation of the subsurface sewage disposal system must be obtained from the Tennessee Department of Environment and Conservation's Division of Water Resources before any construction begins.

B) Lot 2 has adequate suitable soil to install and duplicate a 2 bedroom conventional subsurface sewage disposal system. A pump system may be required for approval.

C) Lot 3 has adequate suitable soil to install and duplicate a 3 bedroom conventional subsurface sewage disposal system. A pump system may be required for approval.

D) Lots 2&3 have specific areas designated for the SSD system. House location, floor plans, odd shaped configurations, excavated basements, as well as topography of property may affect its retention. Prior to construction, the property owner shall contact this office in order to insure proper house site location.

E) There shall be a 50-foot setback between all wells or springs and all SSD systems or duplication area.

F) Lot 2: The front 100 feet of this lot shall be reserved for installation of SSDs, also a pump will be required to utilize this area.



**LINE TABLE**

NUMBER	DIRECTION	DISTANCE
L1	N 41°28' E	42.32 FT

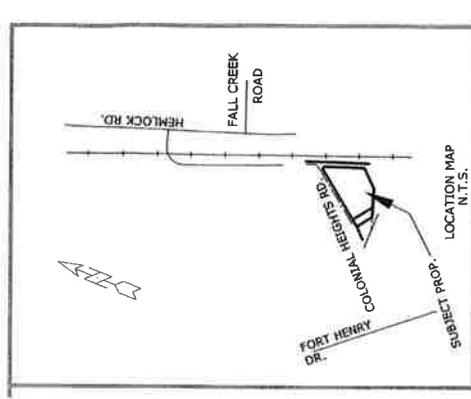
12/06/2014 - 04:31:36 PM  
 14020575  
 PLAT BOOK: P54  
 PAGE: 662-663

REG FEE	DISP FEE	ARC FEE	TOTAL
15.00	15.00	0.00	30.00
SHEENA R. TRILEY REGISTERED SURVEYOR 10/15/2010			

**CURVE TABLE**

NUMBER	CHORD DIRECTION	RADIUS	ASC LENGTH	CHORD LENGTH
C1	N 42°45' E	1090.68	49.94	49.93
C2	S 77°09' E	113.52	28.97	23.74

<p><b>CERTIFICATION OF APPROVAL OF PUBLIC WATER SYSTEM</b></p> <p>I HEREBY CERTIFY THAT THE SUBSURFACE UTILITY SYSTEM INSTALLED OR PROPOSED FOR INSTALLATION FULLY MEETS THE REQUIREMENTS OF THE KINGSPORT WATER UTILITY SYSTEM AND IS HEREBY APPROVED AS SHOWN.</p> <p><i>[Signature]</i>          AUTHORIZING AGENT          11-24-14</p>	<p><b>CERTIFICATION OF APPROVAL OF SEWERAGE SYSTEM</b></p> <p>I HEREBY CERTIFY THAT THE SEWERAGE DISPOSAL SYSTEM INSTALLED OR PROPOSED FOR INSTALLATION FULLY MEETS THE REQUIREMENTS OF THE KINGSPORT SEWERAGE SYSTEM AND IS HEREBY APPROVED AS SHOWN.</p> <p><i>[Signature]</i>          AUTHORIZING AGENT          11-24-14</p>	<p><b>CERTIFICATION OF APPROVAL OF STREET LIGHTING SYSTEM</b></p> <p>I HEREBY CERTIFY THAT THE STREET LIGHTING SYSTEM INSTALLED OR PROPOSED FOR INSTALLATION FULLY MEETS THE REQUIREMENTS OF THE KINGSPORT STREET LIGHTING SYSTEM AND IS HEREBY APPROVED AS SHOWN.</p> <p><i>[Signature]</i>          AUTHORIZING AGENT          11-24-14</p>	<p><b>CERTIFICATION OF APPROVAL OF STREETS AND STORM WATER SYSTEMS</b></p> <p>I HEREBY CERTIFY THAT THE STREETS AND STORM WATER SYSTEMS INSTALLED OR PROPOSED FOR INSTALLATION FULLY MEETS THE REQUIREMENTS OF THE KINGSPORT STREETS AND STORM WATER SYSTEMS AND IS HEREBY APPROVED AS SHOWN.</p> <p><i>[Signature]</i>          AUTHORIZING AGENT          11-24-14</p>	<p><b>CERTIFICATION OF OWNERSHIP AND DEDICATION</b></p> <p>I HEREBY CERTIFY THAT I (WE) AS THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY AGREE TO THE BEING AND SURRENDER ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.</p> <p>7-19  <i>[Signature]</i>          OWNER</p>	
<p><b>CERTIFICATION OF APPROVAL FOR RECORDING</b></p> <p>I HEREBY CERTIFY THAT THE SUBPLOTS SHOWN HEREON AND BEEN HEREON DESCRIBED IN THIS INSTRUMENT HAVE BEEN FULLY MEASURED AND THE CORNER MONUMENTS AS NOTED OR BY NEWLY SET IRON PINS ON ALL PREVIOUSLY UNMARKED CORNERS UNLESS OTHERWISE NOTED.</p> <p><i>[Signature]</i>          SURVEYOR          11/23/14</p>		<p><b>CERTIFICATE OF ACCURACY</b></p> <p>I HEREBY CERTIFY THAT I AM A LICENSED SURVEYOR AND THAT I HAVE PERSONALLY CONDUCTED A VISUAL INSPECTION OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HAVE BEEN ADVISED BY THE OWNER(S) THAT THE PROPERTY SHOWN AND DESCRIBED HEREON IS THE PROPERTY OF THE OWNER(S) AND THAT THE PROPERTY SHOWN AND DESCRIBED HEREON IS NOT SUBJECT TO ANY OTHER INTERESTS OR ENCUMBRANCES.</p> <p><i>[Signature]</i>          SURVEYOR          11/23/14</p>		<p><b>CERTIFICATE OF OWNERSHIP AND DEDICATION</b></p> <p>I HEREBY CERTIFY THAT I (WE) AS THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY AGREE TO THE BEING AND SURRENDER ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.</p> <p>7-19  <i>[Signature]</i>          OWNER</p>	



**RECORDING DATA**  
 PROPERTY RECORDS AT DEED BOOK 36152/PAGE 63  
 AND IS SHOWN ON TAX MAP 77, PARCELS 31.25

**ABBREVIATIONS AND SYMBOLS**

- CON (MONO) - CONCRETE HIGHWAY MON. (OLD)
- IPCO - IRON PIN OLD AND FOUND, SIZE AS NOTED
- IPCN - 1/2" IRON PIN NEW AND SET
- - CENTERLINE UTILITY LINES
- - RIGHT OF WAY
- - SANITARY SEWER LINE
- - WATER MAIN LINES
- - UP-UTILITY POLE

**FLOOD CERTIFICATION**  
 THIS IS TO CERTIFY THAT I HAVE CONSULTED THE FEDERAL FLOOD INSURANCE RATE MAP AND FOUND THAT THE AREA ABOVE THE FLOOD EASEMENT IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA.

FIRM MAP # 471630233D  
 SULLIVAN COUNTY, TENNESSEE AND INCORPORATED AREAS  
 EFFECTIVE DATE: SEPTEMBER 29, 2006

**ZONING**  
 SETBACKS TO CONFORM WITH ALL CURRENT APPLICABLE ZONING RESTRICTIONS.

PROPERTY IS CURRENTLY ZONED SULLIVAN COUNTY P.B.D.3  
 SETBACKS: 30' FRONT/25' SIDE/7.5' REAR

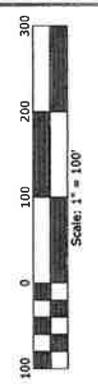
**MONUMENTATION**  
 MONUMENTS BY OLD POSTING  
 MONUMENTATION AS NOTED OR BY NEWLY SET IRON PINS ON ALL PREVIOUSLY UNMARKED CORNERS UNLESS OTHERWISE NOTED.

**911 ADDRESSING**  
 [855] - SULLIVAN COUNTY 911  
 EXISTING ADDRESS ASSIGNMENT

**LOT 2 & LOT 3**  
**AVA GAMMON SLAUGHTER**  
**HEIRS PROPERTY**

**KINGSPORT REGIONAL PLANNING COMMISSION**  
 TOTAL ACRES 4.976 AC± TOTAL LOTS 2  
 ACRES NEW ROAD 0 MILES NEW ROAD 0  
 OWNER: RICK WAUGHN CIVIL DISTRICT 14TH  
 SURVEYOR: CARTER, CARL & ASSOC. CLOSURE ERROR: 1/7500

SCALE: 1" = 50'



PREPARED BY:  
 CARTER, CARL & ASSOCIATES  
 2601 LONE STAR ROAD  
 KINGSPORT, TENNESSEE 37660  
 TELEPHONE: (423) 249-2557  
 FAX: (423) 249-2557  
 EMAIL: carl@carlcarter.com

New Businesses - City of Kingsport, Tennessee  
30-Nov-14

Business Name	Address	Owner Name	Address 1	Address 2	City	State	Zip	Area Code	Phone #	License Date
TIPTONS PAINTING AND HARDWOOD	1125 FAIRVIEW AV	TIPTON, WILLIE	1125 FAIRVIEW AV		KINGSPO	TN	37660	423	4083221	141125
FIRST CALL RESTORATION	1243 BLOOMINGDALE PKE	JENKINS, RANDY	1243 BLOOMINGDALE PKE		KINGSPO	TN	37660	423	3901311	141124
SOUTHERN ADVERTISING & SIGN SE	BTA OUT OF TOWN ADDRESS	RICHEY, LAWRENCE	90W 28TH ST		CHATTANOOGA	TN	37408	423	2689778	141124
VISIONS HAIR STUDIO	2749 E CENTER ST	DEERING, PAI	2749 E CENTER ST		KINGSPO	TN	37664	423	2461044	141123
UNDERHILE HEATING & COOLING	BTA OUT OF TOWN ADDRESS	UNDERHILE, JESSE	624 WEBB RD		TOWNSEND	TN	37882	865	4480945	141121
ARDENT SERVICES LLC	BTA OUT OF TOWN ADDRESS		170 NEW CAMELIA, BLVD STE 200		COVINGTON	LA	70433	985	7923000	141118
FERMENTED	180 COMMERCE ST	BAGWELL, MARTIN L	180 COMMERCE ST		KINGSPO	TN	37660	423	2881616	141117
WHITE HORSE SPORTS	4346 W STONE DR		%COLGARD OUTDOOR SPORTS	PO BOX 757	NORTON	VA	24273	865	6617384	141115
MENEES & SONS, INC. DBA SIGNS	CONTR. OUT OF TOWN ADDRESS	MENEES, JEREMY	1701 E MORRIS BLVD		MORRISTOWN	TN	37813	423	5876658	141114
D'S HOME IMPROVEMENTS	BTA OUT OF TOWN ADDRESS	PHILLIPS, DALE	3310 GLEN ALPINE RD		KINGSPO	TN	37660	423	5794873	141112
RED BEAR RESTORATION	BTA OUT OF TOWN ADDRESS	MYERS III, JIMMY C	%THE RED BEAR RESTORATION CO	1616 WESTGATE CIRCLE	BRENTWOOD	TN	37027	615	4676312	141112
JIMMY'S CYCLE CITY	801 E MARKET ST	SMITH JR, JAMES A	801 E MARKET ST		KINGSPO	TN	37660	423	2939936	141111
DANNY DAVIS ELECTRICAL CONTRAC	BTA OUT OF TOWN ADDRESS	DAVIS, DANNY L	111 EVERETT AV		MARYVILLE	TN	37804	865	9844885	141110
SMART MARKET TANGIBLE MEDIA	2618 E CENTER ST	PRICE, MIKE	%SMART MARKET	609 PALMYRA DR	KINGSPO	TN	37663	423	5717200	141110
ELECTRICAL SOLUTIONS	364 MORELOCK ST	HAWKINS, ADAM	%ADAM HAWKINS	364 MORELOCK ST	KINGSPO	TN	37660	423	8394446	141107
IVAN HAWKINS ELECTRIC	BTA OUT OF TOWN ADDRESS	HAWKINS, IVAN	1125 SKELTON BLUFF RD		KINGSPO	TN	37660	423	2681378	141107
WINKLER CONTRACTING, INC	BTA OUT OF TOWN ADDRESS		147 PECANWOOD DR		KINGSPO	TN	37659	423	8399678	141107
GO CALENDARS & GAMES	2101 FORT HENRY DR	BROWN, LYNDA	2101 FORT HENRY DR #132		KINGSPO	TN	37664	423	7477841	141106
PROTECTION ONE ALARM/MONITORIN	BTA OUT OF TOWN ADDRESS		1035 N 3RD STREET, STE 101		CHURCH HILL	TN	37642	423	9631727	141104
LOCKWOOD'S HEATING & AIR	BTA OUT OF TOWN ADDRESS	LOCKWOOD, JESSE CARTER	%LOCKWOOD, JESSEE CARTER	734 ORDANANCE DR, APT E6	LAWRENCE	KS	66044	801	4379018	141105
BABY BOUTIQUE	2104 E SEVIER AV	WHITSON, KELLY	%KELLY WHITSON	2104 E SEVIER AVE	KINGSPO	TN	37664	423	7851211	141101
CASEY CONSTRUCTION	508 E CENTER ST	CASEY, DARRELL M	508 E CENTER ST		KINGSPO	TN	37660	423	8177049	141101
GREY WOLF TRADERS	2101 FORT HENRY DR	SHELBY, MICHAEL E	%MICHAEL SHELBY	PO BOX 3182	KINGSPO	TN	37664	803	3705138	141101
SKIN LASER & MED SPA AT MMC/AE	1000 E CENTER ST	TAYLOR, LINDA CHER	1000 E CENTER ST		KINGSPO	TN	37660	423	3676785	141101
SKIN LASER & MED SPA AT MMC/MA	1000 E CENTER ST	JOSEPH, JACQUELINE	1000 E CENTER ST STE 200		KINGSPO	TN	37660	423	3676785	141101
UNCORRED LLC	316 BROAD ST STE 102	HUGHES, TONY	PO BOX 7639		KINGSPO	TN	37664	423	3678727	141101

Building Division Monthly Report  
NOVEMBER 2014

<u>RESIDENTIAL PERMITS</u>	COUNT	CONSTRUCTION COST
ACCESSORY STRUCTURES	10	\$383,653
ADDITIONS	2	\$69,000
ALTERATIONS	9	\$101,786
NEW CONDO		
NEW DUPLEX		
NEW GROUP HOME		
NEW MULTI-FAMILY		
NEW SINGLE-FAMILY	10	\$2,489,330
RESIDENTIAL ROOF	96	\$1,024,282
<u>COMMERCIAL PERMITS</u>		
ADDITIONS		
ALTERATIONS	5	\$880,918
CHURCH RENOVATIONS		
SCHOOL RENOVATIONS		
NEW CHURCH/RELIGIOUS BUILDINGS		
COMMUNICATION TOWER		
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	1	\$947,000
NEW PUBLIC WORKS/UTILITY		
NEW RETAIL/RESTAURANT/MALL		
NEW SERVICE STATION		
NEW SOCIAL/RECREATIONAL		
NEW SCHOOL/LIBRARY/MUSEUM		
NEW OTHER NON-HOUSEKEEPING SHELTERS		
GRADING		
FOUNDATION ONLY		
COMMERCIAL ROOF	3	\$33,670
<b>TOTAL</b>	<b>136</b>	<b>\$5,929,639</b>
<u>OTHER MISC PERMITS</u>		
BANNERS	2	
DEMOLITIONS	1	
MOVE STRUCTURE		
SIGNS	7	
TENTS		
<b>TOTAL PERMITS ISSUED</b>	<b>146</b>	
<b>ESTIMATED CONSTRUCTION COST YEAR-TO-DATE</b>		<b>\$71,211,979</b>



▶ RESIDENTIAL PERMITS  
 NUMBER..... 401  
 TOTAL VALUE... \$3.35M  
 NEW HOMES..... 5



▶ COMMERCIAL PERMITS  
 NUMBER..... 17  
 TOTAL VALUE... \$875,000



▶ INSPECTIONS.....733  
 PERMITS TO NOTE:

- GATEWAY PARK GRADING FOR NEW INDUSTRIAL
- NEW SUBWAY @ CLINCHFIELD FOOD CITY MARKETS

○ OCTOBER | ○ BMA | ○ 2014

# Development

# Services

# focus

ADDRESSING THE NEEDS OF DEVELOPMENT AND PLANTING THE SEEDS FOR A VIBRANT FUTURE.

*A FOLLOW UP MEETING is being planned for the Spring of 2015 to highlight the progress of the projects mentioned in our first meeting. A more thorough canvas of the area will be performed with increased promotion of the event to increase the number of attendees.*

## Highland Area Neighborhood Meeting

City of Kingsport Officials and Community Volunteers presented services and opportunities available to the Highland Area Neighborhood on November 19, 2014. Topics included Keep Kingsport Beautiful, DB Horticulture class presentation, Area safety and emergency response, MTOP potential

project crosswalk/bulb outs, Community Development plans for Residential Rehabilitation, Building Department recent hearings on area properties requiring demolition and Area code enforcement.

**THANK YOU to all departments and partners who helped this neighborhood feel cared for!**



## STORM CLEANUP...

**BUILDING PERMIT FACT:** Since the storm on July 27, we have sold more than 512 storm damage related permits valued at over \$5.4 million. The average residential roof permit is valued at approximately \$9,800. An average of 170 roof and damage repair permits have been issued each month in addition to the increase in new residential development and commercial permitting.

*planning*

*economic  
development*

*geographic  
information  
services*

*codes  
enforcement*

*sustainability*

*cdbg funds*

*building  
permits  
and inspections*

# Development

# Services

# focus

## PLANNING & Zoning

Items of interest include:

- CVS Replat and St. Eric's Court Replat work
- Chippendale Square Road Dedication Research work prepared
- 4 active right-of-way vacatings and street dedications
- Work on several Zoning Text Amendments for next month's introduction
- Continuing Food Truck Ordinance Research and Preparation



## Economic Dev.

▶ <b>ACTIVE PROSPECTS</b>	
NUMBER.....	11
LOCATED KPT BUSINESS YR. TO DATE.....	3
▶ <b>BUSINESS RETENTION EXPANSION</b>	
BUSINESS VISITS.....	5
ACTION ITEMS.....	5
REFERRAL ITEMS.....	5
▶ <b>BUSINESS VISIT COMMENTS</b>	
TELE-OPTICS – PRAISED THE NEW REVAMP OF THE LEADERSHIP KINGSFORT PROGRAM. "LEADERSHIP KINGSFORT HAS BECOME A JEWEL AND NO OTHER COMMUNITY LEADERSHIP PROGRAM CAN COME CLOSE TO IT."	
▶ <b>ATTENDED INTERNATIONAL ECONOMIC DEVELOPMENT COUNCIL CONFERENCE</b>	

## GIS Mapping

▶ <b>WORK ORDERS</b>	
NUMBER.....	55
DEPARTMENTS SERVED.....	12
▶ <b>INTERDEPARTMENTAL USES</b>	
SUPPORT TO MPO AND VDOT FOR SIGNAGE ON HISTORIC DANIEL BOONE WILDERNESS TRAIL	

## UPCOMING Plans and Training

- Presentation of Downtown consolidated plan to DKA Executive Committee
- Review of Economic Corridors Plan (with Transportation Planning-MPO)
- Preparing updated Annexation Fiscal Analysis for future use
- Attended International Council for Shopping Centers Southeast Conference

## PARTNERSHIPS

- CDBG Work: Consolidated Annual Performance and Evaluations Report (CAPER) approved by Knoxville HUD Office for FY 14/15
- Held Kingsport Community Planning Day with much success
- Presented Consolidated Downtown Masterplan for Planning Commission and DKA Exec. Committee

## Neighborhood Sustainability & CODES

- Presented to BMA on the current progress of Code Enforcement with Recommendations
- Continuing research on Land Banking Authority and Citizen Review Board
- Processing Codes Enforcement complaints within the Development Services office – **109** new cases in September with **139** cases closed