

**AGENDA
for the
REGULAR MEETING
of the
CITY of KINGSFORT
GATEWAY REVIEW COMMISSION**

**IMPROVEMENT BUILDING
JIMMY WALKER CONFERENCE ROOM**

November 17, 2017

10:00 A.M.

- I. Introductions and recognition of visitors.**
- II. Approval of the Minutes from the October 27, 2017 regular meeting.**
- III. Old Business:**
 - a. Discussion of fence regulations.
 - b. Discussion of boundaries for the Gateway District.
- IV. New Business:**
 - a. Discussion of sign height regulations.
- V. Other Business:**
 - a. Next meeting – December 22nd
- VI. Adjourn**

MINUTES OF THE October 27, 2017 MEETING OF THE KINGSPORT GATEWAY REVIEW COMMISSION

October 27, 2017

10:00a.m.

Members Present

Jim Wright, Co-Chairman
Vivian Crymble, Co- Chairman
Alderman Betsy cooper
Debra Bridwell
John Perdue
Josh Davis

Members Absent

Lynn Tully

Staff Present

Jessica Harmon

Visitors

John Rose

Co-Chairman Crymble called the meeting to order at 10:00 a.m. and welcomed everyone present at the meeting. Co-Chairman Crymble introduced the first item on the agenda and turned the meeting over to staff for presentation.

The minutes of the September 22, 2017 Gateway Review Commission meeting were presented. Chairman Crymble pointed out that both Co-Chairs ran the meeting that month and that in the visitors list, Josh Davis was listed as a Visitor when is on the Commission. Staff agreed to correct the items. The minutes were approved unanimously, 6-0.

NEW BUSINESS

Project #17-105-00005: Consider granting a Certificate of Appropriateness for new construction for a new Kubota Dealership located off New Moore Road

The property owner is requesting a Certificate of Appropriateness to construct a new Kubota Dealership located off New Moore Road. S. Wilcox Drive. Staff explained that the property is zoned B-4P, Planned Business, and the proposed use is allowable under the zoning ordinance.

Staff identified the vicinity of the request, which is located between at the intersection of New Moore Road and Princeton Road. Staff noted that the proposal is a new Kubota Dealership. Staff presented the grading plan, site plan, landscaping plan, lighting plan, architectural renderings, and signage to the Commission. Staff identified the proposal as conforming to gateway district standards with one exception being the use of chain link fencing. Staff explained that the proposal was to utilize black vinyl coated chain link fence around the perimeter of the parking for security and pointed out this request was consistent with previous ones. Staff made a recommendation that some of the evergreens along the south side of the property be relocated to help screen the fence from Princeton Road. Staff explained the signage regulations for the Gateway District and that the District reduces the amount of square footage a sign can be by 50 percent. Staff also went through the elevations provided and detailed that a portion of the building would be using the "Kubota orange" in their color scheme. John Rose was

present to answer any direct questions the Commission had. Mr. Rose stated that Kubota was looking to use this design as the national model if approved by the Gateway Review Commission. The Commission reviewed the plans for compliance. Commissioner Wright asked the question of where the inventory would be located. Mr. Rose responded that the back third of the structure would be a warehouse for inventory storage. Questions around the sign height requirements were presented. Staff explained that there is no real set height restriction on signage. Mr. Rose explained that this was the national model for the Kubota signage. A motion was made by Josh Davis to approve with the recommendations staff made regarding the landscaping. The motion was seconded by John Perdue and approved unanimously, 6-0.

Next on the agenda, under other business, was a discussion of regulations pertaining to chain link fencing. Staff explained that a re-occurring issue with chain link fencing being proposed has been occurring. The regulation was read explaining that chain link fencing is currently not allowed. Staff proposed amending the regulations to allow chain link fencing as long as it is vinyl coated with a dark color and screened with landscaping on all portions of the fence visible from the right-of-way. It was decided that black vinyl coating would be preferred. Staff explained the process of how the regulations would change and that the City Attorney would review the proposal to make sure it is appropriate.

A discussion on the Gateway District Boundaries ensued. It was expressed that there is an interest in investigating the possibility of expanding the Gateway District Boundary to include other areas of the City. Staff explained that they would do some research to see what it would take and we could discuss this and any other issues at the next meeting.

It was also brought up that the Commission would like to explore the possibility of amending the text to include a sign height for monument signs so that it is clear what is allowable and what is not. Staff stated that they would conduct some research and report the findings at the next meeting.

There being no further business, the Commission adjourned at 11:02 a.m.

Respectfully Submitted,

Vivian Crymble Co-Chairman, or Jim Wright Co-Chairman

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A discussion on the Gateway District Boundaries ensued. It was expressed that there is an interest in investigating the possibility of expanding the Gateway District Boundary to include other areas of the City. Staff explained that they would do some research to see what it would take and we could discuss this and any other issues at the next meeting.

It was also brought up that the Commission would like to explore the possibility of amending the text to include a sign height for monument signs so that it is clear what is allowable and what is not. Staff stated that they would conduct some research and report the findings at the next meeting.

There being no further business, the Commission adjourned at 11:02 a.m.

Respectfully Submitted,

Vivian Crymble Co-Chairman, or Jim Wright Co-Chairman



MEMORANDUM

TO: KINGSPORT GATEWAY REVIEW COMMISSION

FROM: JESSICA HARMON, SENIOR PLANNER

DATE: NOVEMBER 17, 2017

SUBJECT: CHAIN LINK FENCING REGULATIONS

Current regulations pertaining to chain link fencing within the Gateway Regulations:

Sec. 114-421(b)(7)(d)

- d. Fencing and Screening. Long fences (50 feet or more) should be broken up by landscaping or undulation in the fence line. Chain link and unfinished wood fences are not allowed.

Proposed regulations pertaining to chain link fencing within the Gateway Regulations:

Sec. 114-421(b)(7)(d)

- d. Fencing and screening. Long fences (50 feet or more) should be broken up by landscaping ~~or undulation in the fence line~~. When necessary to secure outdoor storage, equipment and inventory, chain link fencing, may be permitted on a case by case basis, as long as it is black vinyl coated and screened with landscaping on all portions visible from the right-of-way. ~~and~~ Unfinished wood fences are not allowed.

The City Attorney has reviewed the language and is ok moving forward as proposed. Next steps would include a Public Hearing to be held at the Gateway Review Commission meeting followed by review by the Planning Commission and finally approval by the Board of Mayor and Aldermen.



MEMORANDUM

TO: KINGSPORT GATEWAY REVIEW COMMISSION

FROM: JESSICA HARMON, SENIOR PLANNER

DATE: NOVEMBER 15, 2017

SUBJECT: MONUMENT SIGNS

Current regulations pertaining to monument signs in the Gateway District:

Sec. 114-421(b)(6) Dealing with P-1, TA/C, B-1, B-3, B-4P and BC zoning districts

Signs. Although signs occupy little space, they have a major impact on the image of the Gateway District Overlay. For this reason, signage systems must be designed to create a consistent quality image throughout the district. Specific requirements can be found in article IV of this chapter, signs, additional requirements are set forth in this document that also apply within the Gateway District Overlay. The intent is to create a cohesive image and to consistently decrease the amount of clutter and visual disturbance within the district. Any appeals to the following standards must be presented to the Gateway Review Commission:

- a. Permanent signs will be reduced by up to 50 percent of the square footage in the underlying zoning district by the Gateway Review Commission, and are limited to one freestanding sign and one wall mounted sign.
- b. Monument style signs are required with the sign height and square footage being in scale with the building or site. Signs are required to be indirectly illuminated block letters mounted on a raceway. Backlit letters and indirectly illuminated signs are acceptable. A three-color maximum is allowed for signs with up to two font styles. Ground-mounted building identification signs shall have fully enclosed solid bases of either brick or stone, mounted at the ground plane. No supporting structural members are to be exposed. Specific underlying zoning requirements for signs can be found in article IV of this chapter.
- c. The following signs are prohibited: A-frame signs, roof-mounted signs or portico-mounted signs, bench signs, off-premise signs, captive balloon signs; inflatable signs; portable signs and portable signs converted into permanent locations; lollipop signs; paper, cloth, plastic streamers and canvas; painted signs on primary walls; pendants; traffic sign replicas; high-rise signs;

permanent come-on signs (sale today, stop, look, etc.). Strings with continuous flags shall not be permitted.

- d. Changeable copy signs are allowed for automobile service stations, theaters, and conference centers. Electronic message boards may be considered with the review of the commission if they are allowed by the underlying zoning district.
- e. Landscaped areas are required around the base of the sign. The minimum landscaped area shall not be less than the square footage of the sign. The landscaped area must be protected from vehicular traffic and approved by the city landscape specialist.
- f. Interim signs: While signs of a nonpermanent nature are generally not permitted, any sign that is not permanent in nature and fails to meet permanent sign requirements must meet the following respective specifications:
 - 1. For sale and for lease signs shall be limited to two per parcel. The size shall be limited to one square foot of sign for every four feet of lot road frontage up to a maximum of 64 square feet for one surface, or 32 square feet per side with two faces maximum. Real estate signs shall have a maximum height of six feet, measured from the ground level (average grade).
 - 2. Temporary signs for construction sites shall not exceed 64 square feet total and shall be removed upon completion of construction activity and before occupancy of the building.
- g. Special event signs must be removed following the event and are permitted only on the premises during the event, but in no case longer than 15 days. See section 114-528(2)(d) for size allowances.

Sec. 114-421(c)(6) Dealing with M-1, M-1R and M-2 Districts:

Signage. Signage shall be determined by the underlying zoning district subject to commission review as part of the overall site plan review process.

Sec. 114-421(d)(5) Dealing with MX zoning districts:

Signs. The number and size of signs shall be as permitted with the underlying zoning ordinance. Signs within the district shall be monument style and landscaped.

Examples of Monument Signs in Other Districts:

Sec. 114-194(f)(1) B-2 Central Business District:

Freestanding Signs. Freestanding signs are permitted only for existing buildings with a setback from the front property line of ten feet or greater. Freestanding signs must be monument signs, not to exceed eight feet in height, including the sign base. Maximum sign square footage shall not exceed 50 square feet, with no more than 25 square feet per side. Sign bases should be constructed of brick, stone, or other durable materials.

Sec. 114-385(9) BC Business Conference Center District:

- a. All signs within the district shall be reviewed by the Planning Commission as part of the site plan approval process.
- b. Complex freestanding signs are permitted in the Business Conference Center District as follows:
 1. A complex freestanding sign is permitted on the parcel adjacent to an interstate right-of-way, and only one such freestanding sign may be permitted per lot.
 2. Each business on the same parcel will be allowed on sign on the complex sign supports. Signs allowed placement on the complex base will be classified as a primary sign or a secondary sign as follows:
 - i. Only one primary sign will be allowed and it shall not exceed 150 square feet per side or a maximum of 300 square feet total on all sides.
 - ii. Each additional business will be allowed one secondary sign and it shall not exceed 100 square feet per side or a maximum of 200 square feet total on all sides.
 3. The maximum height of such sign shall be 15 feet above average ground level.
 4. Complex freestanding signs shall not be located closer than ten feet to any public street or permanent easement.
- c. Business identification monument signs may be located within the setbacks of each individual business located on the same parcel. Each business is permitted one business identification sign and the sign shall comply with the following:
 1. The sign shall not exceed 32 square feet per side or a maximum of 64 square feet total of all sides.
 2. The maximum height of such sign shall be eight feet above existing grade and the sign must be a monument sign.
 3. The sign shall not be located closer than ten feet to any public street.
 4. Monument signs shall require landscaping around the base of the monument equal in square footage to both sign faces.

Examples of Monument Signs in Other Districts:

Knoxville, TN: 6-8' max height depending on the type of zoning.

Pigeon Forge, TN: 25' max height **Mt. Juliet, TN:** 10-12' depending on type of zoning

Morristown, TN: 6' max height **Hilton Head:** 8-12' depending on square footage

Franklin, TN: 8' max height

Proposed Amendments to Gateway Regulations:

Sec. 114-421(b)(6) Dealing with P-1, TA/C, B-1, B-3, B-4P and BC zoning districts

Signs. Although signs occupy little space, they have a major impact on the image of the Gateway District Overlay. For this reason, signage systems must be designed to create a consistent quality image throughout the district. Specific requirements can be found in article IV of this chapter, signs, additional requirements are set forth in this document that also apply within the Gateway District Overlay. The intent is to create a cohesive image and to consistently decrease the amount of clutter and visual disturbance within the district. Any appeals to the following standards must be presented to the Gateway Review Commission:

- a. Permanent signs will be reduced by ~~up to~~ 50 percent of the square footage in the underlying zoning district by the Gateway Review Commission, and are limited to one freestanding sign and one wall mounted sign.
- b. **One freestanding monument sign is permitted on the parcel adjacent to an interstate right-of-way and only one such freestanding monument sign may be permitted per lot. The maximum height of such sign shall be 15 feet above the average ground level. On parcels not adjacent to the interstate, one freestanding monument sign is permitted. The maximum height of such sign shall be 8 feet above the average ground level. Monument style signs are required with the sign height and square footage being in scale with the building or site.** Signs ~~are required to~~ **should** be indirectly illuminated block letters mounted on a raceway. Backlit letters and indirectly illuminated signs are **also** acceptable. A three-color maximum is allowed for signs with up to two font styles. Ground-mounted building identification signs shall have fully enclosed solid bases of either brick or stone, mounted at the ground plane. No supporting structural members are to be exposed. Specific underlying zoning requirements for signs can be found in article IV of this chapter.
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- d. Changeable copy signs are allowed for automobile service stations, theaters, and conference centers. Electronic message boards may be considered with the review of the commission if they are allowed by the underlying zoning district.
- e. Landscaped areas are required around the base of the sign. The minimum landscaped area shall not be less than the square footage of the sign. The landscaped area must be protected from vehicular traffic and approved by the city landscape specialist.
- f. Interim signs: While signs of a nonpermanent nature are generally not permitted, any sign that is not permanent in nature and fails to meet permanent sign requirements must meet the following respective specifications:

1. For sale and for lease signs shall be limited to two per parcel. The size shall be limited to one square foot of sign for every four feet of lot road frontage up to a maximum of 64 square feet for one surface, or 32 square feet per side with two faces maximum. Real estate signs shall have a maximum height of six feet, measured from the ground level (average grade).
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Sec. 114-421(c)(6) Dealing with M-1, M-1R and M-2 Districts:

Signage. Signage shall be determined by the underlying zoning district subject to commission review as part of the overall site plan review process.

This would allow for them to be pole mounted signs (not monument style) and be up to 35 feet tall. This section also does not reduce the amount of square footage allowed.

Sec. 114-421(d)(5) Dealing with MX zoning districts:

Signs. The number and size of signs shall be as permitted with the underlying zoning ordinance. Signs within the district shall be monument style and landscaped.

This section does not reduce the amount of square footage allowed and would allow signs to be up to 20 feet tall.