

REGIONAL PLANNING COMMISSION MEETING AGENDA

Thursday, December 21, 2023 at 5:30 PM
City Hall, 415 Broad Street, Montgomery-Watterson Boardroom

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.

- I. INTRODUCTION AND RECOGNITION OF VISITORS
- II. APPROVAL OF THE AGENDA
- **III. APPROVAL OF MINUTES**
 - 1. Approval of the November 13, 2023 Work Session Minutes
 - 2. Approval of the November 16, 2023 Regular Meeting Minutes

IV. CONSENT AGENDA

Consent items are those items that have previously been brought before the Planning Commission, which have been reviewed by the Planning Commission in previous meetings or work sessions or are minor subdivisions and final plats not requiring any variances.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- Lebanon Meadows Preliminary PD (PD23-0357) The Commission is requested to grant contingent Preliminary PD approval for the Lebanon Meadows Preliminary PD plat. (Garland)
- 2. Polo Fields Phase 2 Final PD (PD23-0372) The Commission is requested to grant revised final approval for the Polo Fields Phase 2 Final PD plat. (Garland)

VII. OTHER BUSINESS

1. Receive the November - December 2023 approved subdivisions (Garland)

VIII. PUBLIC COMMENT

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

IX. ADJOURN



REGIONAL PLANNING COMMISSION WORK SESSION MINUTES

Monday, November 13, 2023 at Noon City Hall, 415 Broad Street, Conference Room 226

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.

I. INTRODUCTION AND RECOGNITION OF VISITORS

Commission members present: John Moody, James Phillips, Sam Booher, Anne Greenfield, Chip Millican, Jason Snapp

Commission members absent: Sharon Duncan, Travis Patterson, Tim Lorimer

Staff present: Ken Weems, AICP, Jessica McMurray, Savannah Garland, Garret Burton

II. APPROVAL OF THE AGENDA

III. APPROVAL OF MINUTES

- 1. Approval of the October 16, 2023 Work Session Minutes
- 2. Approval of the October 19, 2023 Regular Meeting Minutes

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.

1. West Gate Phase 2 Cash Bond Release (PLNCOM21-0312) - The Commission is requested to release the cash bond for the West Gate Phase 2 Development. Staff noted that the remaining item for this project is the completion of a small amount of sidewalk. Staff stated that the sidewalk and had been completed to proper standard and recommended release of the cash bond. No official action was taken.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- 1. 1506 Lynn Garden Drive Rezoning (REZ23-0328). The Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of the rezoning request from the R-1B zone to B-3 zone. Staff oriented the Commission to the vicinity location of the request. Staff noted that although the existing building on the property had contained a commercial use for decades, it is zoned R-1B. Staff noted that the applicant is currently in the process of cleaning out the existing structure and would like to utilize the structure for indoor, climate-controlled storage. Staff stated that the requested B-3 zone is the same commercial zone for all surrounding commercial uses in this area of Lynn Garden. Staff noted that one supportive comment had been received by the public on the item. No official action was taken.
- 2. Highway 126 County Rezoning (REZONE23-0339) The Commission is requested to send a positive recommendation in support of the rezoning request from the R-1 zone to PBD/SC zone to the Sullivan County Commission. Staff described the location of the request, adjacent to an existing storage facility owned by the applicant. Staff stated that the commercial zone proposal is consistent with the future land use plan. Staff further stated that the purpose of the rezoning is to expand the storage use for the existing storage facility. Staff noted that no calls had been received on the item. No official action was taken.
- 3. Riverbend Preliminary Planned Development (PD23-0329)) The Commission is requested to approve the Riverbend Preliminary PD plat. Staff stated that the preliminary submittal will result in a new residential street that has a length of 761 feet and will serve 45 new single family homes in the Riverbend Development. The proposal contains 57% open space which allows a maximum of 7.32 units per acre. The proposed density is 6.5 units per acre. Staff noted that no variances are needed for this development and subsequently recommended approval contingent upon approval of the construction plans. No official action was taken.
- 4. E. Main St. Right-Of-Way Dedication Plat (MINSUB23-0351) The Commission is requested to approve the E. Main St. Right-Of-Way dedication plat. Staff explained the need for the proposal, citing a need by the city's water services department to best serve adjacent property. Staff noted that an alley would ultimately be constructed within the street right-of-way, but those plans would not be submitted until after the Main Street rebuild project in complete. No official action was taken.

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5. 2023 Sullivan County ZTA (ZTA23-0338). The Commission is requested to send a positive recommendation in support of the submitted zoning text amendments to the Sullivan County Commission. Staff summarized the proposed zoning text amendment, stating that Sullivan County has identified a need to create a Planned Artisan District. The proposal for this new zoning district would permit new uses such as blacksmithing, art studios, and artisan workshops. City staff noted that dependent upon which is the principal use, these types of businesses can locate inside City limits in either commercial or industrial zones. Staff recommended sending a positive recommendation to the Sullivan County Commission. No official action was taken.

VII. OTHER BUSINESS

1. Approved Oct. - Nov. 2023 Subdivisions

VIII. PUBLIC COMMENT

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

IX. ADJOURN

With no further items to review, the Chairman adjourned the meeting at 12:40 p.m.



REGIONAL PLANNING COMMISSION REGULAR MEETING MINUTES

Thursday, November 16, 2023 at 5:30 p.m.
City Hall, 415 Broad Street, Montgomery-Watterson Boardroom

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.

I. INTRODUCTION AND RECOGNITION OF VISITORS

Commission members present: Sharon Duncan, John Moody, James Phillips, Sam Booher, Anne Greenfield, Chip Millican, Travis Patterson

Commission members absent: Jason Snapp, Tim Lorimer

Staff present: Ken Weems, AICP, Jessica McMurray, Savannah Garland, Garret Burton

Visitors: Danny Karst

II. APPROVAL OF THE AGENDA

A motion was made by Sam Booher, seconded by James Phillips, to approve the agenda as presented. The motion passed unanimously, 7-0.

III. APPROVAL OF MINUTES

- 1. Approval of the October 16, 2023 Work Session Minutes
- 2. Approval of the October 19, 2023 Regular Meeting Minutes

A motion was made by John Moody, seconded by Travis Patterson, to approve the minutes of the October 16, 2023 work session and the October 19, 2023 regular meeting minutes as presented. The motion passed unanimously, 7-0.

IV. CONSENT AGENDA

Consent items are those items that have previously been brought before the Planning

Item III2.

Commission, which have been reviewed by the Planning Commission in previous meetings or whork sessions or are minor subdivisions and final plats not requiring any variances.

1. West Gate Phase 2 Cash Bond Release (PLNCOM21-0312) - The Commission is requested to release the cash bond for the West Gate Phase 2 Development. Staff noted that the remaining item for this project is the completion of a small amount of sidewalk. Staff stated that the sidewalk and had been completed to proper standard and recommended release of the cash bond. A motion was made by James Phillips, seconded by Sam Booher, to approve the consent agenda as presented. The motion passed unanimously, 7-0.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- 1. 1506 Lynn Garden Drive Rezoning (REZ23-0328). The Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen in support of the rezoning request from the R-1B zone to B-3 zone. Staff oriented the Commission to the vicinity location of the request. Staff noted that although the existing building on the property had contained a commercial use for decades, it is zoned R-1B. Staff noted that the applicant is currently in the process of cleaning out the existing structure and would like to utilize the structure for indoor, climate-controlled storage. Staff stated that the requested B-3 zone is the same commercial zone for all surrounding commercial uses in this area of Lynn Garden. Staff noted that one supportive comment had been received by the public on the item. A motion was made by Chip Millican, seconded by Travis Patterson, to send a positive recommendation to the Board of Mayor and Aldermen in support of approving the rezoning request. The motion passed with a vote of 6-0-1, with John Moody abstaining.
- 2. Highway 126 County Rezoning (REZONE23-0339) The Commission is requested to send a positive recommendation in support of the rezoning request from the R-1 zone to PBD/SC zone to the Sullivan County Commission. Staff described the location of the request, adjacent to an existing storage facility owned by the applicant. Staff stated that the commercial zone proposal is consistent with the future land use plan. Staff further stated that the purpose of the rezoning is to expand the storage use for the existing storage facility. Staff noted that no calls had been received on the item. A motion was made by Chip Millican, seconded by Travis Patterson, to send a positive recommendation to the Sullivan County Commission in support of approving the rezoning request. The motion passed unanimously, 7-0.
- 3. Riverbend Preliminary Planned Development (PD23-0329)) The Commission is requested to approve the Riverbend Preliminary PD plat. Staff stated that the preliminary submittal will

Item III2.

result in a new residential street that has a length of 761 feet and will serve 45 new single family homes in the Riverbend Development. The proposal contains 57% open space which allows a maximum of 7.32 units per acre. The proposed density is 6.5 units per acre. Staff noted that no variances are needed for this development and subsequently recommended approval contingent upon approval of the construction plans. A motion was made by James Phillips, seconded by John Moody to grant preliminary approval contingent upon approval of the construction plans. The motion passed unanimously, 7-0.

- 4. E. Main St. Right-Of-Way Dedication Plat (MINSUB23-0351) The Commission is requested to approve the E. Main St. Right-Of-Way dedication plat. Staff explained the need for the proposal, citing a need by the city's water services department to best serve adjacent property. Staff noted that an alley would ultimately be constructed within the street right-of-way, but those plans would not be submitted until after the Main Street rebuild project in complete. A motion was made by Sam Booher, seconded by John Moody, to grant final subdivision approval. The motion passed unanimously, 7-0.
- 5. 2023 Sullivan County ZTA (ZTA23-0338). The Commission is requested to send a positive recommendation in support of the submitted zoning text amendments to the Sullivan County Commission. Staff summarized the proposed zoning text amendment, stating that Sullivan County has identified a need to create a Planned Artisan District. The proposal for this new zoning district would permit new uses such as blacksmithing, art studios, and artisan workshops. City staff noted that dependent upon which is the principal use, these types of businesses can locate inside City limits in either commercial or industrial zones. Staff recommended sending a positive recommendation to the Sullivan County Commission. A motion was made by Travis Patterson, seconded by Chip Millican, to send a positive recommendation to the Sullivan County Commission in support of approving the zoning text amendment. The motion passed unanimously, 7-0.

VII. OTHER BUSINESS

1. Approved Oct. - Nov. 2023 Subdivisions

VIII. PUBLIC COMMENT

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

Mr. Danny Karst made a few comments to the Commission as part of public comment.

Item III2.

IX. ADJOURN

With no further business, the Chairman adjourned the meeting at 5:54 p.m.

Planned Development Repo

PROPERTY INFORMATION Lebanon Meadows Preliminary PD

ADDRESS Lebanon Road

DISTRICT, LAND LOT 14th Civil District, TM 106 & 0920, Group E, Parcel 001.00 & 043.00

OVERLAY DISTRICT Not Applicable

EXISTING ZONING PD

PROPOSED ZONING N/A

ACRES +/-4.46

EXISTING USE Vacant

PROPOSED USE Residential

APPLICANT: Begley Development, LLC

ADDRESS: 104 Dillow Circle Kingsport, TN 37660

REPRESENTATIVE: Highland Engineering

PHONE: 423-926-2007

INTENT

The applicant is requesting preliminary Planned Development plat approval for the Lebanon Meadows located off of Lebanon Road.

The proposal consists of 14 new units located on +/-4.46 acres with 4.04 acres being disturbed.

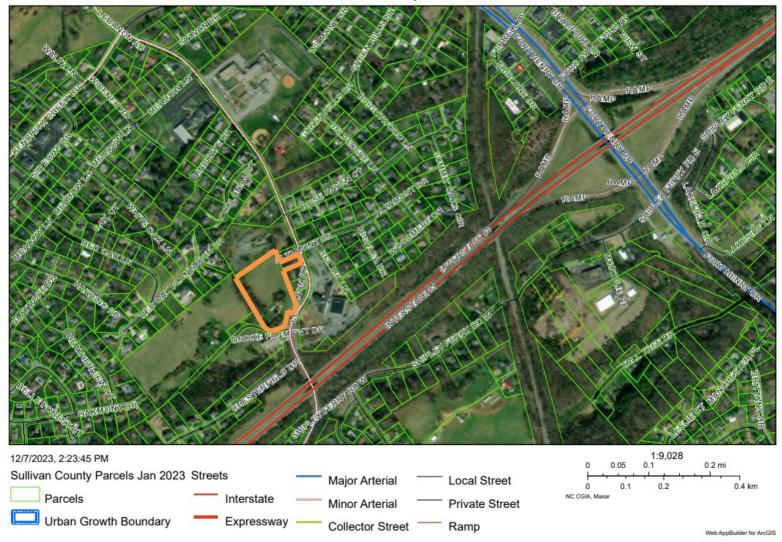
The plan shows 25' periphery setback as well as the areas designated for open space. Required open space for 4 units/acre is 15%. The open space provided is 3.2 units per acre with 28.5% open space. There are 14 total units.

The overall length in street is 795.0' and the cul-de-sac meets the minimum subdivision requirements.

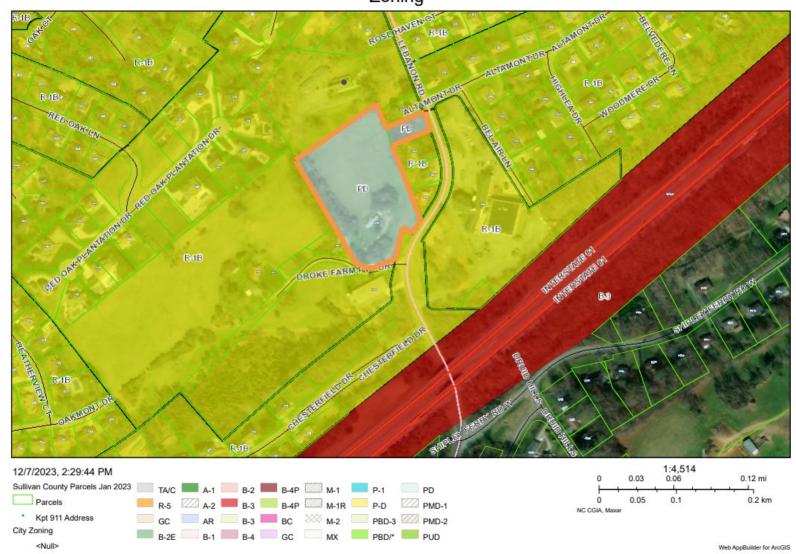
Staff recommends granting preliminary plat approval for the Lebanon Meadows PD development contingent upon the construction plans.

Planned Development Repo

Site Map



Zoning



Future Land Use



Planned Development Repd. PD23-0357

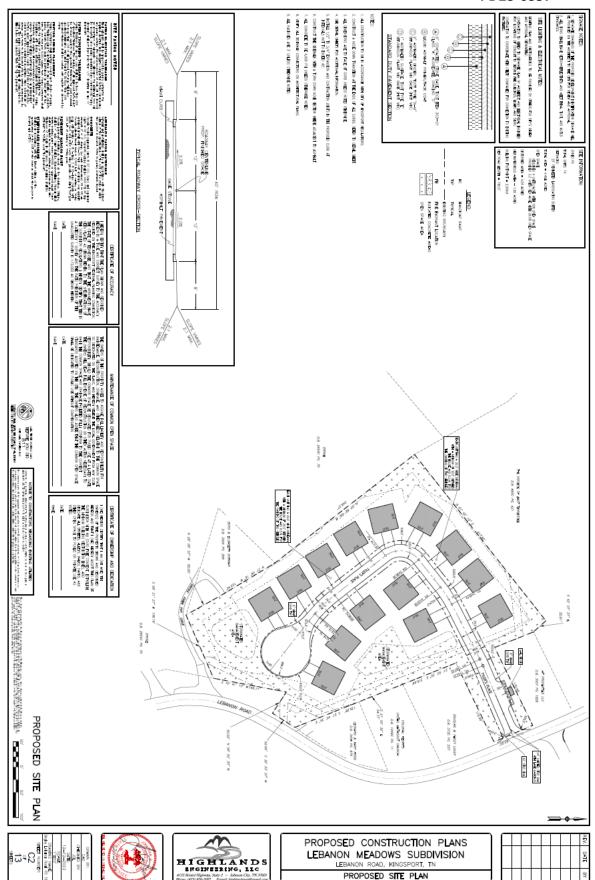
Utilities



12/15/2023

Planned Development Repo

PD23-0357



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Planned Development Repd-PD23-0357





Planned Development Repd.

PD23-0357



Conclusion

Staff recommends granting final PD plat approval for the Lebanon Meadows Development contingent upon the construction plans.

Kingsport Regional Planning Commission

Subdivision Report PD23-0372

| Property Information | Polo Fields Phase 2 – Section A | | | | |
|----------------------------|---------------------------------|-----------------------------------|-------|--|--|
| Address | Downing Place | | | | |
| Tax Map, Group, Parcel | TM 91E, Group A, Parcel 005.00 | | | | |
| Civil District | 13 th Civil District | | | | |
| Overlay District | N/A | | | | |
| Land Use Designation | Single Family Residential | | | | |
| Acres | +/- 2.52 | | | | |
| Major or Minor / #lots | Major - 16 | Concept Plan | | | |
| Two-lot sub | | Prelim/Final | Final | | |
| Owner /Applicant Inform | nation | Surveyor Information | | | |
| Name: Jack McMurray | | Name: Miller Land Surveying | | | |
| Address: P.O. Box 5536 | | Address: 116 Robindale Court | | | |
| City: Kingsport | | City: Kingsport | | | |
| State: TN Zip Code: 37663 | | State: TN Zip Code: 37663 | | | |
| Email: N/A | | Email: jeff@millersurveys.com | | | |
| Phone Number: 423-967-5510 | | Phone Number: 423-552-5300 | | | |
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Planning Department Recommendation

(Approve, Deny, or Defer)

The Kingsport Planning Division recommends final plat approval for the following reasons:

- This is the final part of Polo Fields that is being converted into individual lots instead of common ownership.
- Plat meets the minimum subdivision regulations

A request for final division of lots 1-16 for property zoned Planned Development inside the City Limits has been received. The property is located off of Downing Place.

The submitted plat divides the 2.52+/- acres into sixteen lots. This is phase two section A of the Polo Fields. All lots are zoned PD. Polo Fields final development plan was recorded in 2009, Polo Fields Phase 1 lots 1-8 was recorded in 2012, Polo Fields Phase 3 was recorded in 2012, and Polo Fields Phase 2 units 30-47 was recorded in 2009. The last Polo Fields Final was approved at the June 2023 PC and recorded in June 2023. There is +/-10.296 acres of open space noted on Phase three. A sidewalk/pedestrian mobility path is also noted on the phase one recorded plat. All lots meet the minimum requirements of the Subdivision Regulations as well as the City Zoning Codes.

Staff recommends final plat approval of the Polo Fields Phase two based upon conformance to the Minimum Subdivision Regulations and the PD District standards.

| | | Meeting Date: | Dec. 21 st , 2023 | |
|--|----------|---------------|------------------------------|--|
| | Planner: | Garland | Date: 12/1/2023 | |

Site Map



Zoning

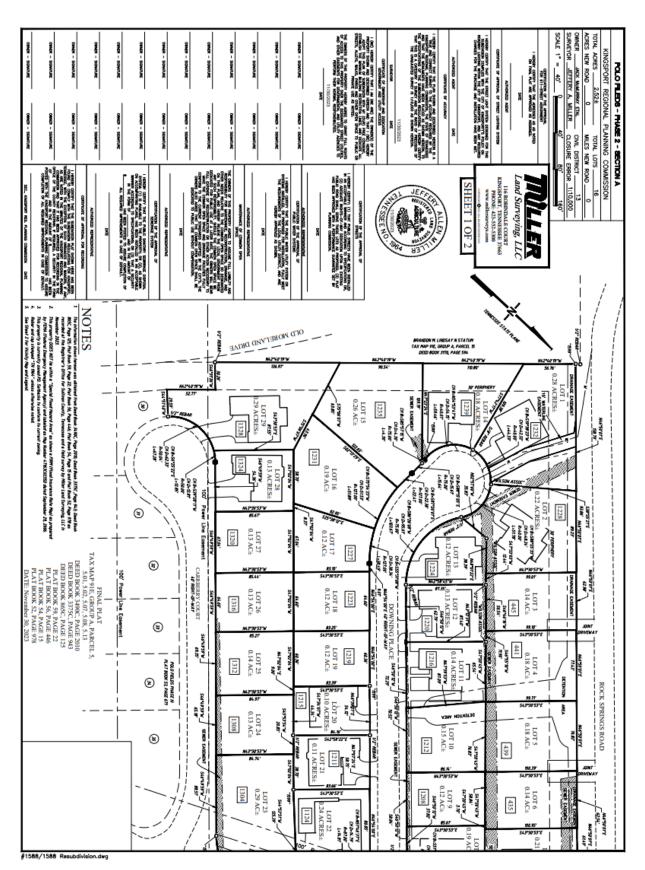


Future Land Use

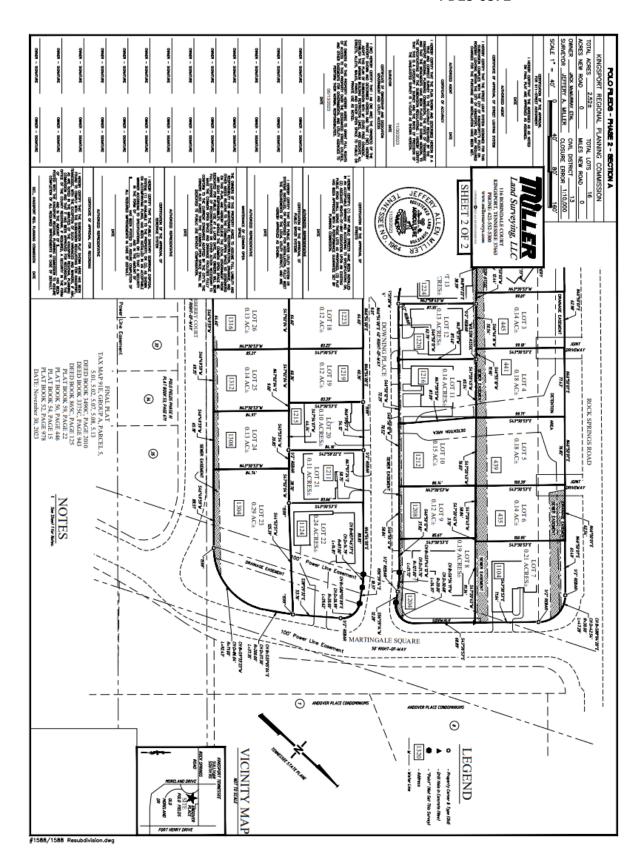


Utilities



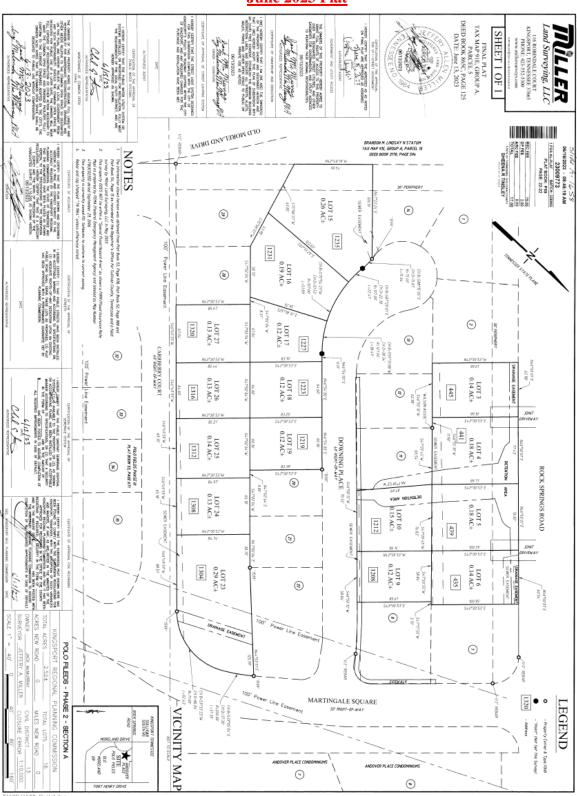


Prepared by Kingsport Planning Department for the Kingsport Regional Planning Commission Meeting on December, $21^{\rm st}$ 2023



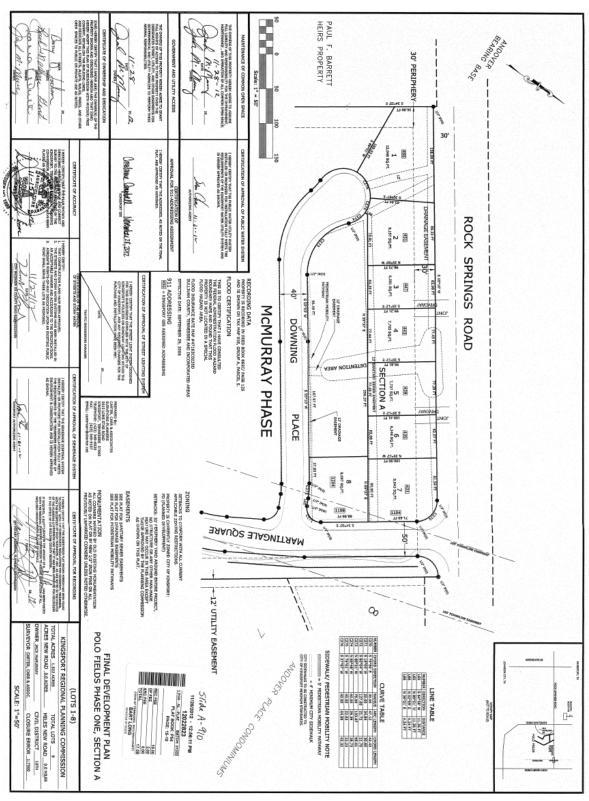
PD23-0372

June 2023 Plat

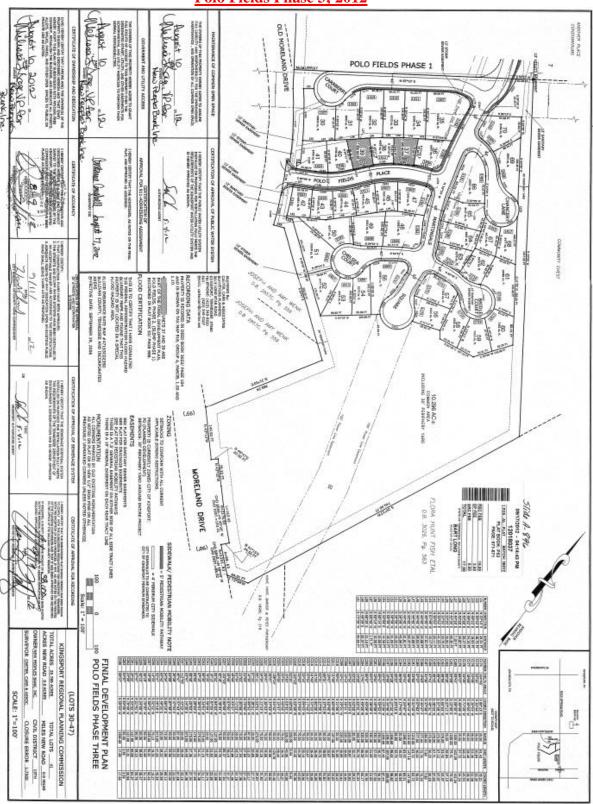


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Final Development Plan lots 1-8; 2012

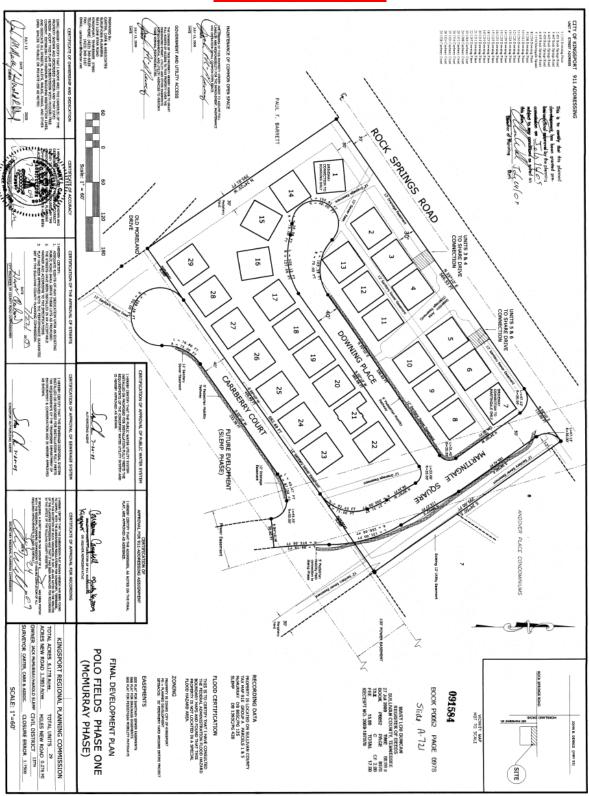


Polo Fields Phase 3; 2012

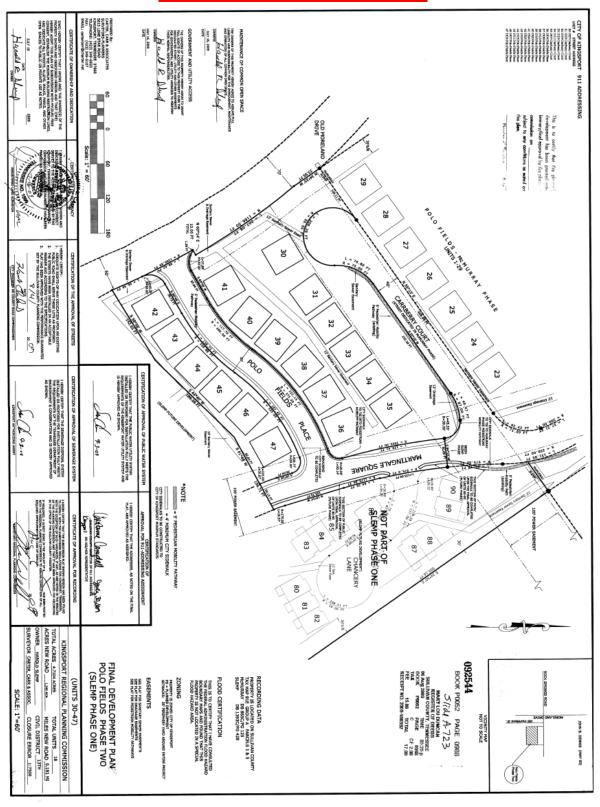


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Polo Fields Phase 1; 2009



Polo Fields Ph 2 units 30-47; 2009









Facing Cranberry Court







Conclusion

Staff recommends final plat approval of the Polo Fields Phase 2 Final based upon conformance to the Minimum Subdivision Regulations and the PD District Standards.



December 21st, 2023

Sharon Duncan, Chairman Kingsport Regional Planning Commission 415 Broad Street Kingsport, TN 37660

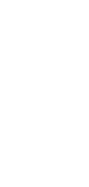
Chairman Duncan:

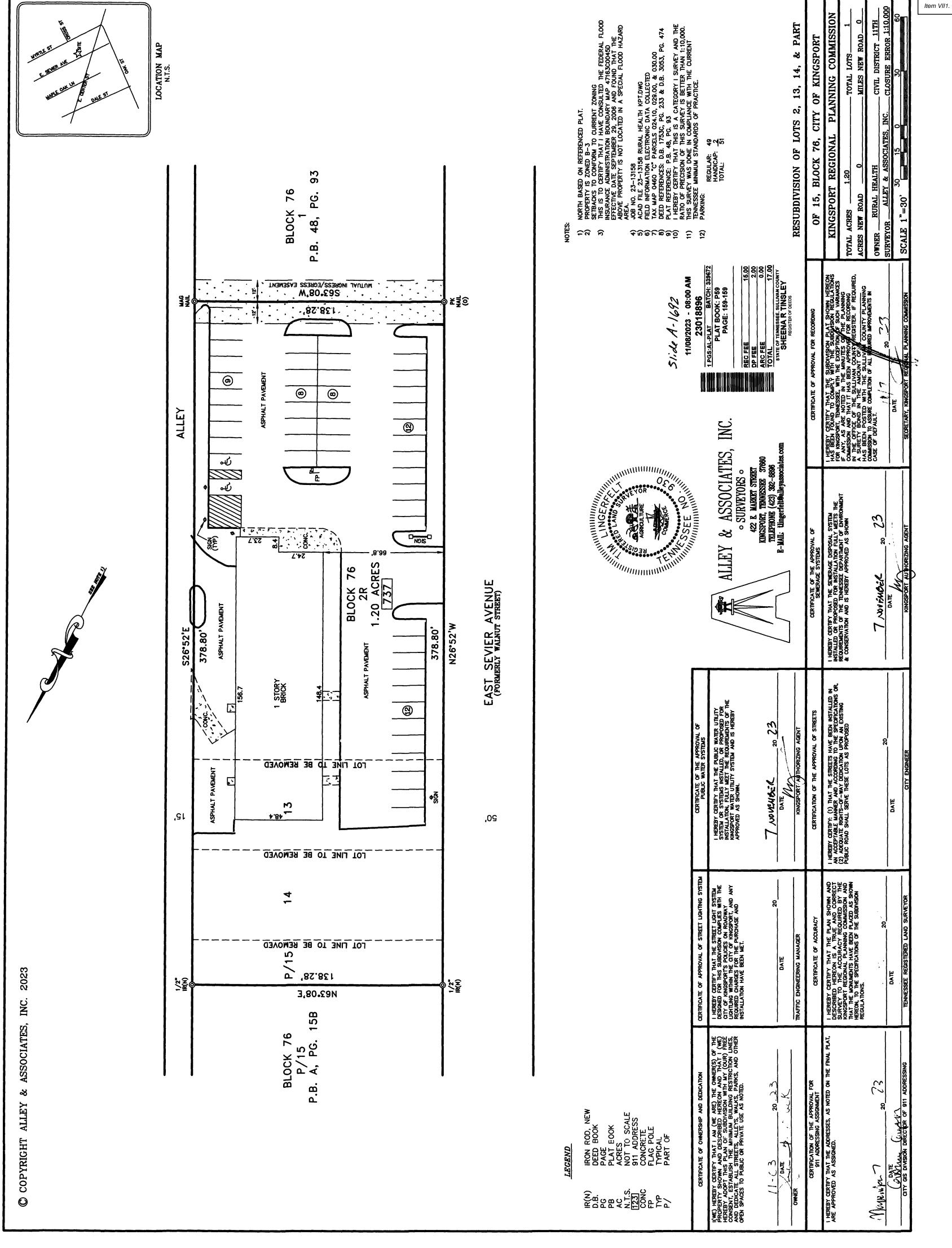
This letter is to inform you that I, as Secretary for the Kingsport Regional Planning Commission, certify the subdivision of the following lots meet(s) the Minimum Standards for Subdivision Development within the Kingsport Planning Region. The staff certifies these plat(s) as acceptable to be signed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

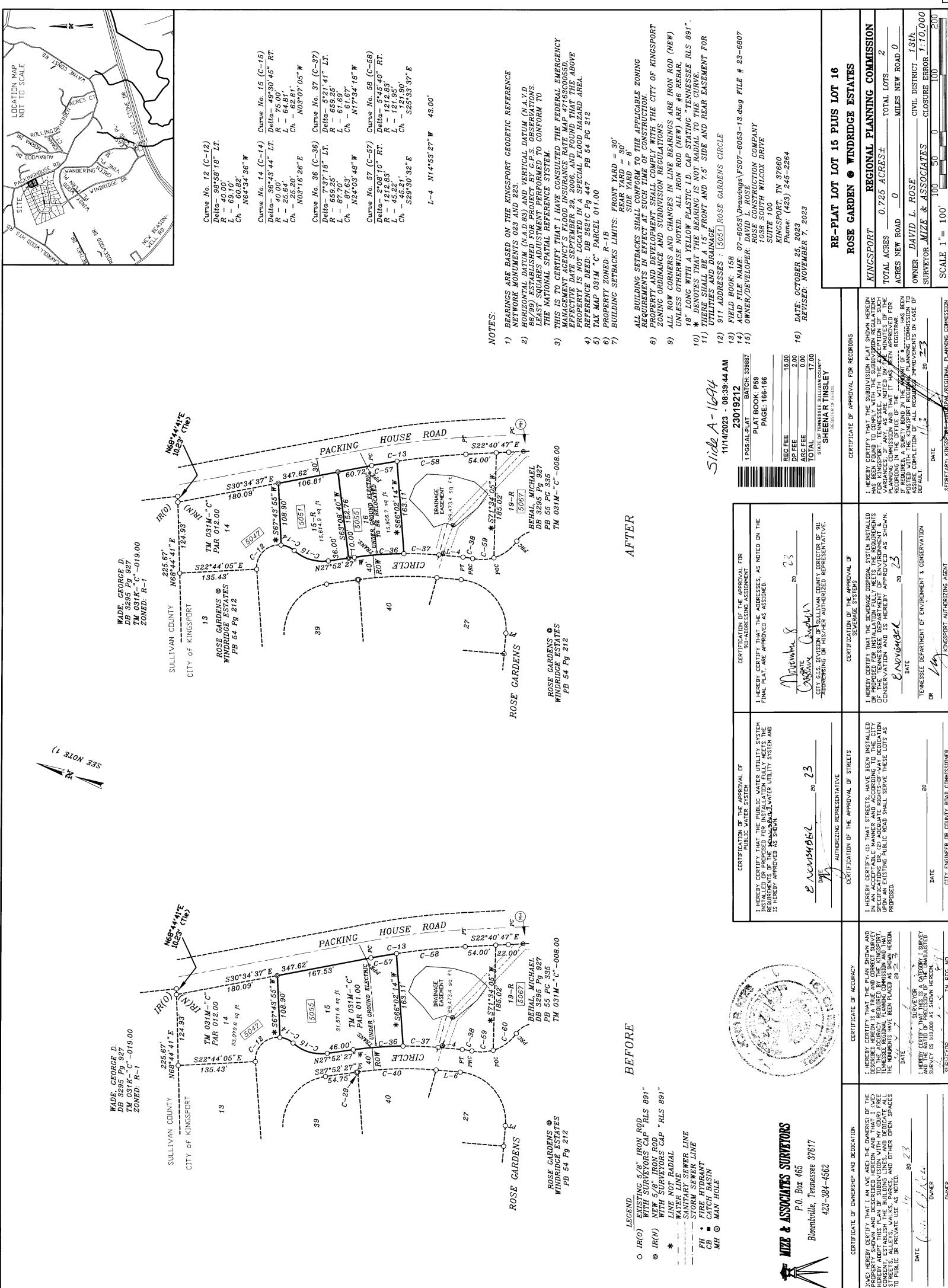
- 1. E. Sevier Avenue
- 2. Rose Gardens Circle
- 3. Vance Street
- 4. Brookside Drive
- 5. Thomas Street
- 6. Lynn Garden Drive
- 7. E. Main St. ROW Dedication
- 8. Anchor Pointe Drive
- 9. Neal Lane
- 10. Anchor Pointe Drive
- 11. Enterprise Place

Sincerely,

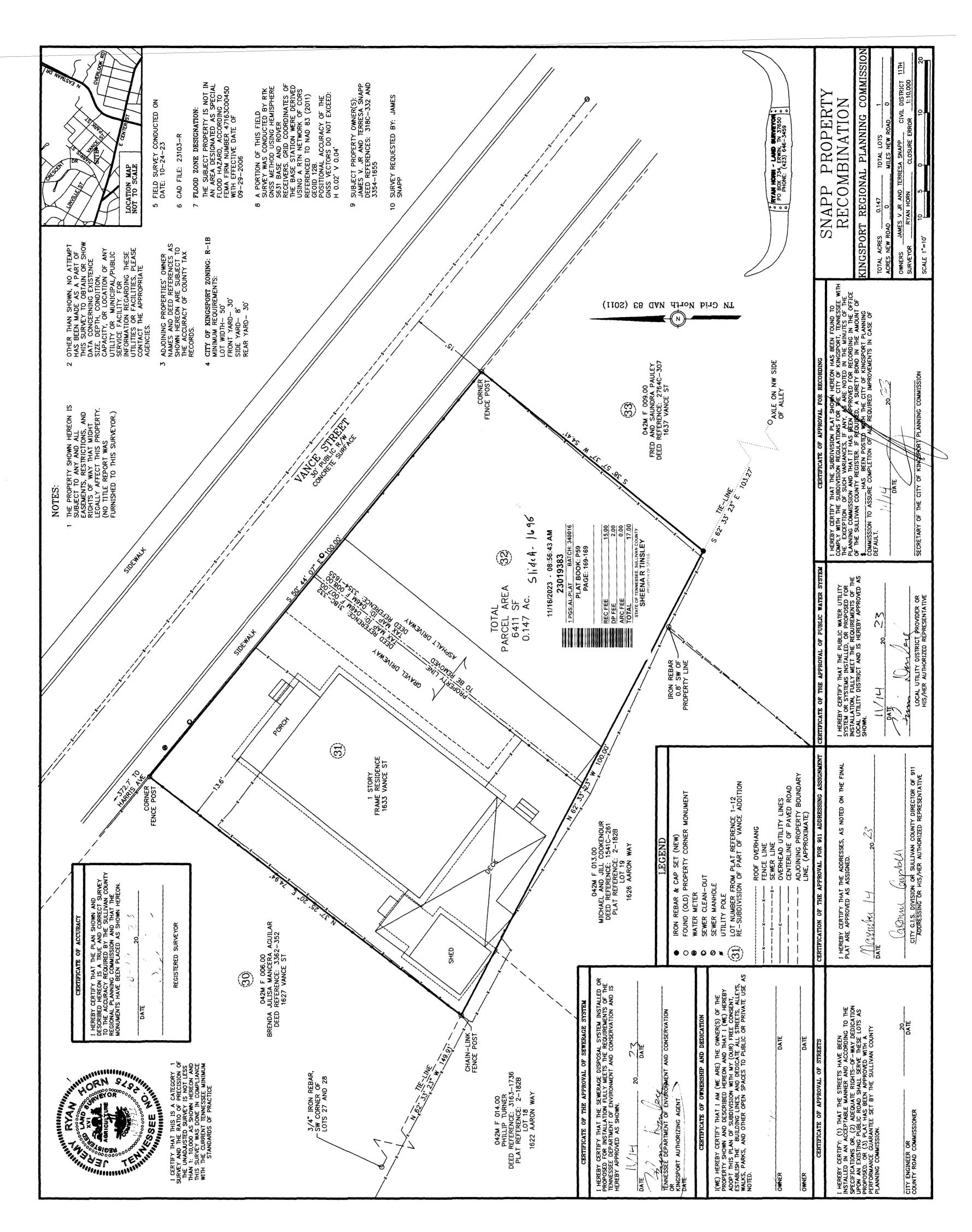
Ken Weems, AICP Planning Manager C: Kingsport Regional Planning Commission

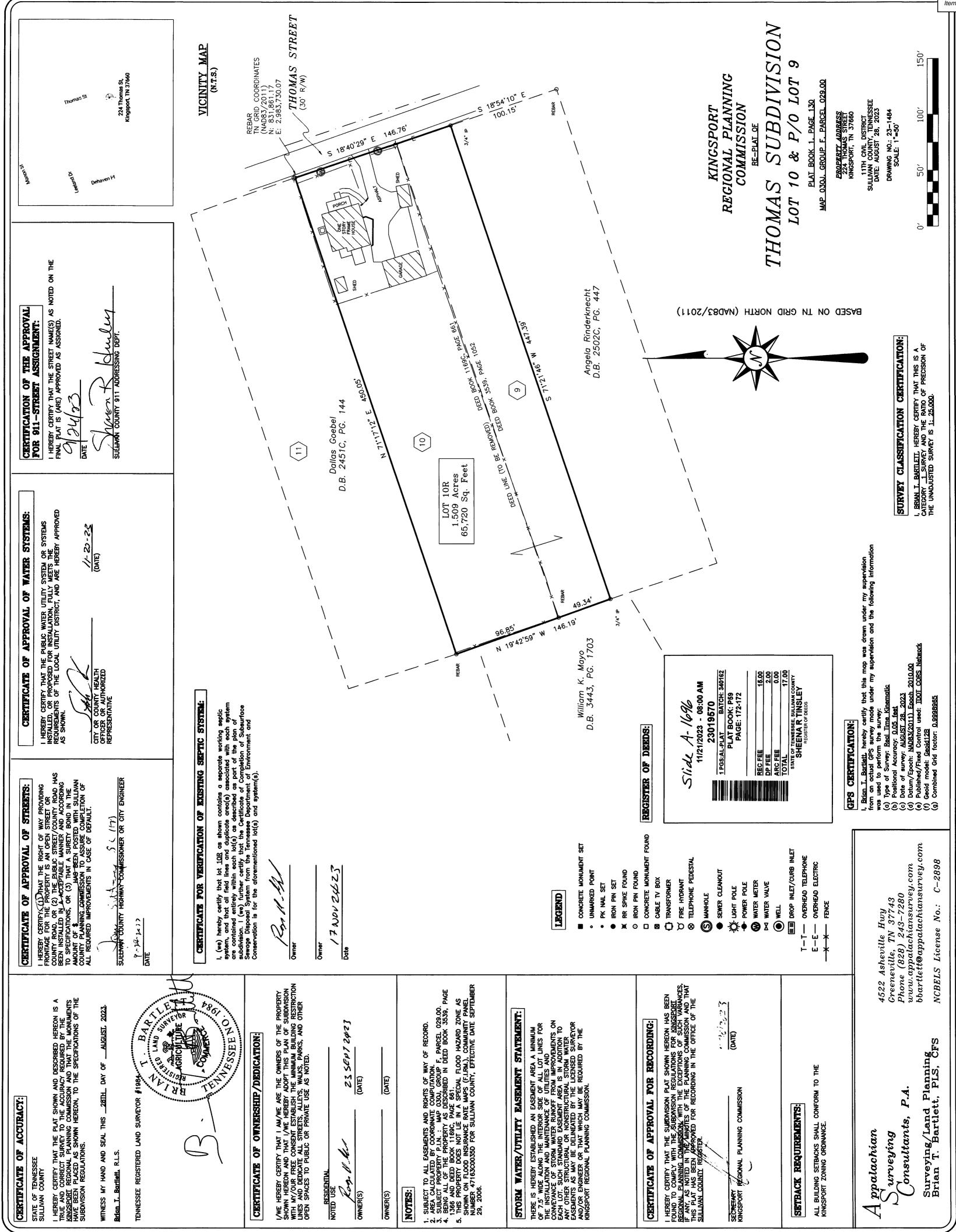




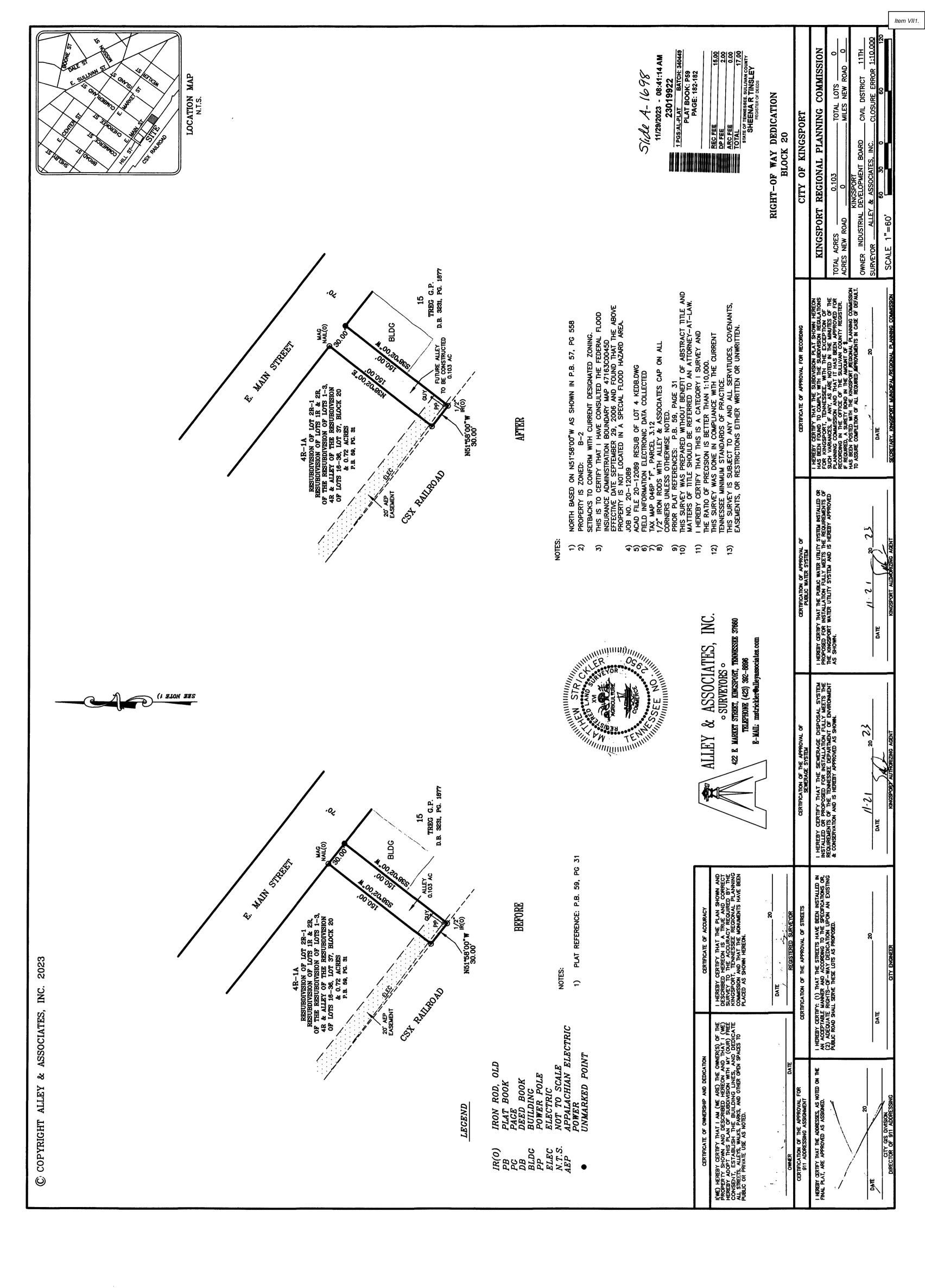


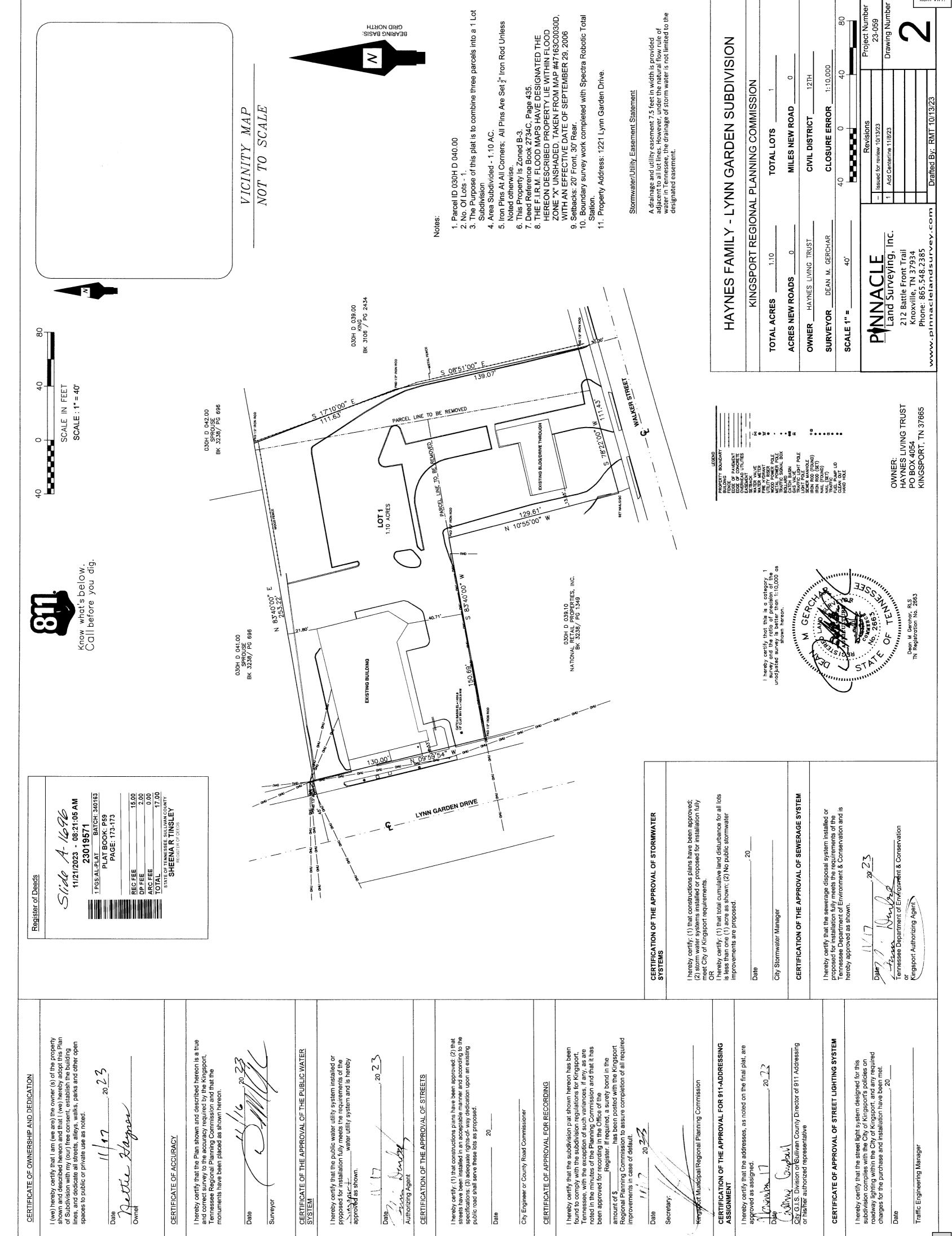
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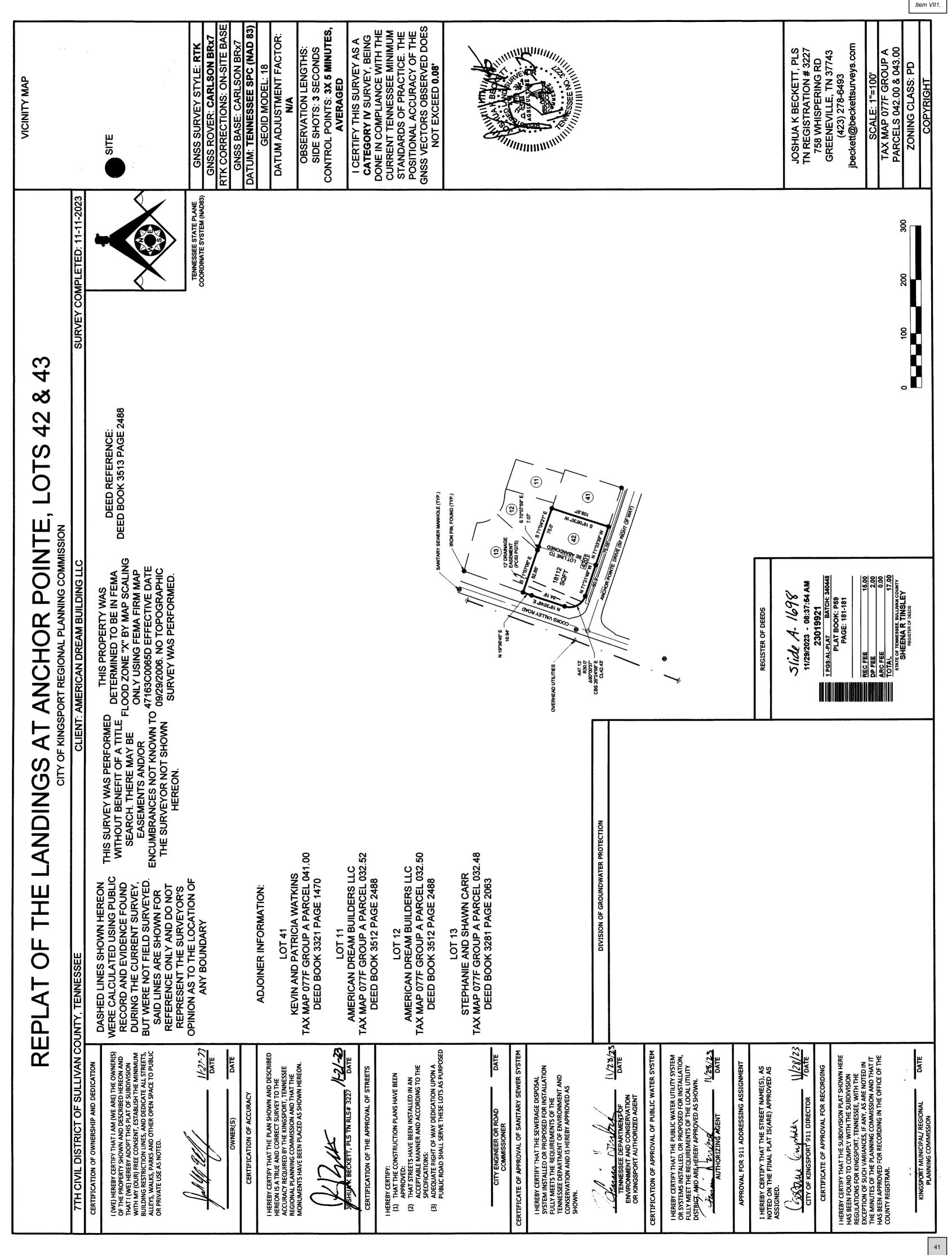




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Slide

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(SEE NOTE 1)

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CIVIL DISTRICT:

OWNER:

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