



REGIONAL PLANNING COMMISSION WORK SESSION MINUTES

Monday, August 17, 2026 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

Members Present: Sharon Duncan, Tim Lorimer, Gary Mayes, Candice Hilton, Tim Dean, BJ Walsh

Members Absent: Chip Millican, Jason Snapp, Curtis Montgomery

Staff Present: Ken Weems, AICP, Jessica McMurray, JoAnn Williams, Sam Cooper, Garret Burton

Visitors: Alison Winters

II. APPROVAL OF THE AGENDA

III. APPROVAL OF MINUTES

1. Approval of the July 13, 2026 Work Session Minutes
2. Approval of the July 16, 2026 Regular Meeting Minutes

The Commission reviewed the minutes. No official action was taken.

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. The Arbor Townhomes Performance Bond Release (PD24-0280). The Commission is requested to release a performance bond for The Arbor Townhomes due to a completion of all required improvements. The amount of the DR Horton Bond is \$106,114.26. Staff noted that the remaining improvement have been completed and inspected. Staff recommended releasing the bond. No official action was taken.
2. 2020 Springfield Avenue Sewer Line Easement Abandonment (VACATE26-0213). The Commission is requested to send a positive recommendation to the Kingsport Board of Mayor and Aldermen to vacate a sewer line easement for 2020 Springfield Avenue. Staff noted that the existing easement was incorrectly located and does not contain a sewer line or a need for a future sewer line. Staff stated that the incorrectly located easement is proposed to be abandoned. No official action was taken.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

1. Airport Parkway Annexation (ANNEX26-0192). The Commission is requested to send a positive recommendation for the annexation, zoning, and plan of services for the Airport Parkway Annexation to the Board of Mayor and Aldermen. Staff reviewed the annexation area with the Commission. Staff noted that this owner-requested annexation area is being combined with the parent parcel that abuts the area to the south. Staff noted that a proposed MX zone is recommended for the property. Staff noted that services are available once the subdivision plat combination occurs. Staff noted that the size of the annexation area is approximately 1.7 acres. No official action was taken.
2. Miller Parke Plan Amendment (PD26-0143). The Commission is requested to approve an amendment to the Miller Parke development plan. Staff stated that the request is from the owners of the property, the Home Owner's Association (HOA) for Miller Parke. Staff noted that the HOA desires to reduce the amount of open space in the development to the minimum required in the zoning code. Staff stated that the HOA desired to integrate some of the former open space into existing private property lots in order to expand them. No official action was taken.
3. 1309 E. Stone Drive (MINSUB26-0194). The Commission is requested to grant final subdivision approval for 1309 E. Stone Drive along with the accompanying street frontage variance. Staff stated that the proposed combination plat requires a variance due to no existing road frontage. Staff noted that the resulting parcel would be more in conformance

with existing subdivision regulations once combined. Staff noted that water services requires an easement to sign for water service availability. No official action was taken.

4. 3616 Thornton Drive (MINSUB26-0153). The Commission is requested to grant final subdivision approval for an 8-lot subdivision in accordance with the Minimum Subdivision Regulations. Staff stated that this minor subdivision proposal requires Commission approval due to being over 5 lots. Gary Mayes stated that he lives near the site and anticipates added danger to the area streets due to the traffic the proposal would generate. No official action was taken.

VII. OTHER BUSINESS

1. Approved Subdivisions

The Subdivisions were reviewed. No official action was taken.

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