REGIONAL PLANNING COMMISSION MEETING MINUTES

Thursday, August 20, 2026 at 5:30p.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

Members Present: Sharon Duncan, Tim Lorimer, Gary Mayes, Tim Dean, BJ Walsh, Jason Snapp, Curtis Montgomery

Members Absent: Chip Millican, Candice Hilton

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

Visitors: Alison Winters, Charles Mowdy, Jennifer Sandvos, Shane McConnell

II. APPROVAL OF THE AGENDA

Staff noted that the 3616 Thornton Drive Minor Subdivision item had been moved to the New Business section of the agenda after work session discussion. A motion was made by Tim Dean, seconded by Curtis Montgomery, to approve the consent agenda as amended. The motion passed unanimously, 7-0.

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. A minor typo issue was resolved. A motion was made by Tim Lorimer, seconded by Gary Mayes, to approve the minutes as amended. The motion passed unanimously, 7-0.

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. Staff noted that the remaining improvement have been completed and inspected by Engineering. Staff recommended releasing the bond from DR Horton in the amount of $106,114.26. A motion was made by Tim Lorimer, seconded by Jason Snapp to release the bond. The motion passed unanimously, 7-0.

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. A motion was made by Gary Mayes, seconded by BJ Walsh, to send a positive recommendation in favor of abandoning the easement. The motion passed unanimously, 7-0.

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. Staff recommended the annexation based upon safety and welfare of the community. A motion was made by Tim Lorimer, seconded by Curtis Montgomery, to send a positive recommendation for the annexation, zoning, and plan of services to the Board of Mayor and Aldermen. The motion passed 6-0-1, with Jason Snapp abstaining from the item and vote.

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. Staff stated that the amended plan still contains a bit over the minimum 15% open space for the development as a whole. A motion was made by Tim Dean, seconded by BJ Walsh, to approve the amendment to the Miller Parke PD Plan. The motion passed unanimously, 7-0.

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. A motion was made by Jason Snapp, seconded by Tim Lorimer, to grant final subdivision approval contingent up on the water service easement being added to the plat. The motion passed unanimously, 7-0.

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 the curved portion of the street frontage for this proposal is dangerous due to existing traffic. A motion was made by Curtis Montgomery, seconded by Tim Lorimer, to grant final subdivision approval. The motion passed 6-1 with Gary Mayes voting against the proposal.

VII. OTHER BUSINESS

1. Approved Subdivisions
   The Subdivisions were reviewed.

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.

The Chairman opened public comment. No public comment was r eceived. The meeting adjourned at 6:15p.m.

IX. ADJOURN