



REGIONAL PLANNING COMMISSION WORK SESSION MINUTES

**Monday, November 18, 2024 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: Tim Lorimer, Gary Mayes, Anne Greenfield, Sam Booher, Candice Hilton

Members Absent: Sharon Duncan, Jason Snapp, Chip Millican, Travis Patterson

Visitors: none

Staff Present: Ken Weems, AICP, Jessica McMurray, Lori Pyatte, Garret Burton, Sam Cooper

II. APPROVAL OF THE AGENDA

III. APPROVAL OF MINUTES

1. Approval of the October 14, 2024 Work Session Minutes
2. Approval of the October 17, 2024 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.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

1. Summerville/Kendrick Creek Road Rezoning (REZONE24-0237). The Commission is requested to send a positive recommendation to the Board of Mayor and Aldermen in support of the rezoning request from A-1 to R-1C. Staff identified the vicinity of the property, along Summerville Road and Kendrick Creek Road. Staff stated that the requested zone for the 106 acre site is R-1C. Staff noted that the future land use plan indicates single family residential for the site. Staff stated that the site would come back to the Commission when it is time for a preliminary subdivision approval. No official action was taken.
2. Lebanon Meadows Final Planned Development Plat (PD24-0238). The Commission is requested to grant final planned development plat approval for Lebanon Meadows. Staff identified the location of the four acre site off Lebanon Road in the Colonial Heights area of the City. Staff noted that the site received preliminary approval in late 2023. Staff stated that the development is almost finished with construction and that the few remaining items are contained in a guarantee request that will be the next agenda item. Staff noted that there are no variances associated with this final approval. No official action was taken.
3. Lebanon Meadows Irrevocable Letter of Credit (PD24-0238). The Commission is requested to accept an irrevocable letter of credit for the remaining improvements of the Lebanon Meadows development site. Staff identified a \$12,026.52 engineering estimate for this irrevocable letter of credit. Staff stated that the few remaining items on this proposed letter of credit will likely be complete by meeting time this Thursday. Staff noted that if the construction is complete by regular meeting time that the agenda would need to be amended to remove the guarantee from the agenda as there will be no need for it. No official action was taken.
4. 2405 Memorial Boulevard New Outdoor Display Area Preliminary ZDP (COMDEV24-0252). The Commission is requested to grant preliminary zoning development plan approval for a new outdoor display area at the site of a new Rural King store. Staff identified the vicinity of the request, located inside the northeast corner of the Fort Henry Mall parking lot. Staff stated that it is a B-4P zone requirement that the outdoor display area receives zoning development plan approval from the Commission. Staff stated that the sole zoning requirement of a landscaping plan for the site has been approved by the City's Landscaping Specialist. Staff recommended approval for the zoning development plan. No official action was taken.
5. Division of a Part of the Phyllis Moore Property 1600 Childress Ferry Road (MINSUB24-0244): The Kingsport Regional Planning Commission is requested to consider granting final subdivision approval of the Phyllis Moore Property. Staff identified the location of the site, south of the Warrior Falls development and along Childress Ferry Road. Staff stated the

reason for the subdivision coming to the Commission is that the proposal is not served by public water. Staff noted that the subdivision regulations require all new lots to be served with a public water supply. Staff noted that similar requests had been approved by the Commission in the past in this area due to lack of public water being close by. Staff noted that the Water Services Department of the City estimates the cost of eighty thousand dollars to extend water to the site. No official action was taken.

6. 108 Barton Street, Preliminary Zoning Development Plan (MUD24-0254). The Commission is requested to grant preliminary zoning development plan approval for 108 Barton Street. Staff presented the item to the Commission, stating that the PVD zone requires Commission approval for site plans. Staff noted the proposal is a 4 unit townhome and conforms to the established setbacks of the zoning district. No official action was taken.

VII. OTHER BUSINESS

1. Approved Subdivisions

The Commission reviewed the approved subdivisions. 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.

Public comments was conducted. No public comment was received.

IX. ADJOURN