



REGIONAL PLANNING COMMISSION WORK SESSION MINUTES

Monday, June 12, 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: Sam Booher, Travis Patterson, John Moody, Sharon Duncan

Commission Members Absent: Phil Rickman, Pat Breeding, Paula Stauffer, James Phillips

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

II. APPROVAL OF THE AGENDA

III. APPROVAL OF MINUTES

1. May 15, 2023 Work Session Minutes
2. May 18, 2023 Regular Meeting Minutes

The Commission reviewed the May 2023 minutes. No changes were identified. 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. Frylee Court Bond Extension (MINSUB22-0162). The Commission is requested to approve a one year extension of the cash bond for Frylee Court. Staff noted that the primary item left on this cash bond was sidewalk. Staff noted that the cash bond is proposed to be renewed for

one year and that the developer is actively building homes at the site. No official action was taken.

2. West Park Development Lot 9 Bond Release (2021-201-00010). The Commission is requested to release the irrevocable letter of credit for the West Park Lot 9 development. Staff noted that all improvements have been completed. No official action was taken.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

1. Brickyard 2023 Rezoning (REZONE23-0197) The Commission is requested to send a positive recommendation to the Board of Mayor and Aldermen in support of the rezoning request. Staff identified the subject area and stated that this proposal would add another ten acres to the already 43 acre Brickyard PD zone. Staff noted that the proposal would be utilized for the future Brickyard development's green space. No official action was taken.
2. Brickyard Preliminary PD (RESDEV22-0064). The Commission is requested to grant contingent preliminary Planned Development plat approval for the Brickyard development. Staff detailed the vicinity and details of the item to the Commission. Staff showed the two local street sections, single residential street section, and proposal alley that will make up the public streets for the development. Staff added that there are two requested variances with the project, the first is a 3 foot reduced travel lane for the local street cross section and the second is a 1' reduction to the travel lane of the alley. Staff noted that the related variance letter cites reduced vehicle speed as the desired outcome of the pavement reduction for the local street cross section and the addition of curb and gutter to the alley as the cause for the alley width reduction. Staff noted that the plan otherwise conforms to residential development regulations. No official action was taken.
3. Brickyard Park Lot 1 Surplus Property (SURPLS23-0187). The Commission is requested to declare 2024 Brickyard Park Drive lot 1 as surplus property. Staff noted that no city departments have a future use for the site. No official action was taken.
4. Brickyard Park lot 2 Surplus Property (SURPLS23-0188). The Commission is requested to declare Brickyard Park lot 2 as surplus property. Staff noted that no city departments have a future use for the site. No official action was taken.
5. Polo Fields Phase 2 (MINSUB23-0190). The Commission is requested to grant final subdivision approval for the Polo Fields Phase 2 development. Staff noted the vicinity of the

request and stated that lots were being proposed for the already approved home sites in the development. Staff noted that similar requests had come before the Commission several items in the past for PD zones. No official action was taken.

6. 452 Island Road Minor Subdivision (MINSUB23-0141). The Commission is requested to approve the Division of Janet Sullivan- Davis along with the accompanying road frontage variance. Staff presented details of the item to the Commission. Staff noted that attempting to create additional road frontage would then create setback variances for the existing home on the property. No official action was taken.
7. 1180 Riverbend Drive Surplus Property (SURPLS23-0186). The Commission is requested to declare 1180 Riverbend Drive as surplus property. Staff noted that no city departments have a use for property. No official action was taken.
8. Sullivan County Landscape Buffer ZTA (PLNCOM23-0185) The Kingsport Regional Planning Commission is requested to send a positive recommendation to the Sullivan County Commission in regard to the proposed minor county zoning text amendment. The proposal impacts property under the jurisdiction of Sullivan County zoning. Staff noted that Kingsport has a landscape ordinance that functions in an effective manner to handle buffering. No official action was taken.

VII. OTHER BUSINESS

1. Approved Subdivisions
2. Chairman appointment of a nominating committee for July officer elections

VIII. ADJOURN