



REGIONAL PLANNING COMMISSION MEETING MINUTES

Thursday, July 17, 2025 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, Anne Greenfield, Candice Hilton, Gary Mayes, Jason Snapp, Curtis Montgomery, BJ Walsh

Members Absent: Chip Millican

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

Visitors: Tim Lingerfelt, Jennifer Helton, Travis Helton, Elizabeth Rowe, Garry Calcott, L. Calcott, Darin Karst

II. APPROVAL OF THE AGENDA

A motion was made by Gary Mays, seconded by Anne Greenfield, to approve the agenda as presented. The motion passed unanimously, 8-0.

III. APPROVAL OF MINUTES

1. Approval of the June 16, 2025 Work Session Minutes
2. Approval of the June 19, 2025 Regular Meeting Minutes

The Commission did not identify any needed changes. A motion was made by Tim Lorimer, seconded by Candice Hilton, to approve the minutes of the June 16, 2025 work session and the June 19, 2025 regular meeting. The motion passed unanimously, 8-0.

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.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

1. Blakley Drive Rezoning (REZONE25-0149). The Commission is requested to send a positive recommendation to the Board of Mayor and Aldermen in support of the rezoning request from R-1B to A-1. Staff reviewed this item in the Rock Springs area of the City. The rezoning request contains 8.32 acres and with a successful rezoning will be proposed as a special exception to the Board of Zoning Appeals for private recreation use. Staff noted that the A-1 zone is appropriate for the area, which is already a low density residential area. Staff noted that the A-1 zone is also appropriate to abut the existing B-4P zone to the east. Staff noted that no public comment has been received on the proposal. A motion was made by Gary Mayes, seconded by Anne Greenfield, to send a positive recommendation to the Board. The motion passed unanimously, 8-0.
2. 5562 Highway 126 County Rezoning (REZONE25-0165). The Commission is requested to send a positive recommendation to the Sullivan County Commission in support of the rezoning request from County R-1 to County A-1 zone. Staff presented the details of the rezoning proposal to the Commission. Staff noted that this portion of Sullivan County is already a low density residential area with adjacent agricultural use and zone. Staff noted that the proposal conforms to both the city and county future land use plan designations. Mr. Gary Calcott spoke against the request, stating that the area residents did not want to see a single wide trailer installed on the property. Staff commented that the listed reason for the rezoning was to match the agricultural land use with the requested A-1 zone. The Commission questioned whether they possessed all of the rezoning effort details. A motion was made by Anne Greenfield, seconded by Candice Hilton to send a negative recommendation to the Sullivan County Commission. The motion passed 5-3.
3. Bancroft Chapel Annexation (ANNEX24-0278). The Commission is requested to send a positive recommendation for the annexation, zoning, and plan of services for the Bancroft Chapel Annexation to the Board of Mayor and Aldermen. Staff stated that the same annexation proposal had been reviewed by the Commission earlier in the year. Additionally, staff noted that due to a delay in the associated developer's agreement, the item required a

fresh recommendation prior to going before the Board of Mayor and Aldermen. Staff noted that annexation proposal recommendations from the Planning Commission could not be any older than 90 days prior to action by the legislative body. Staff reviewed the proposal, which is an owner requested 10-acre site off of Bancroft Chapel Road. Staff noted that the 300-foot portion of Bancroft Chapel Road in front of the annexation site is part of the annexation. Staff noted that the sole expense for the City on this annexation is the sewer cost. Staff noted that the sewer cost amounts to \$375,000. Staff noted that a developer's agreement will accompany the annexation to ensure that the sewer fund is compensated for the extension in a timely manner. Staff noted that the area is proposed to be zoned R-1C and that a standard plan of services is included in the annexation, less street lighting per the applicant's request. A motion was made by Anne Greenfield, seconded by Candice Hilton to send a positive recommendation to the Board of Mayor and Aldermen for the annexation, zoning, and plan of services. The motion passed unanimously, 8-0.

4. Brickyard Village Phase 1B Final Plat (PD25-0170). The Commission is requested to grant final plat approval for the Brickyard Village Phase 1B Final Plat. Staff presented the Brickyard Phase 1B to the Commission. Staff noted that this phase contains 24 single family homes along the new street of Showalter Court and Blair Court. Staff stated that the final proposal conforms to the existing preliminary approval and that a subdivision bond that covers both Phase 1B and Phase 1A is proposed as the guarantee of improvements for this phase. A motion was made by Tim Lorimer, seconded by Anne Greenfield, to grant final plat approval contingent upon receiving the Phase 1 guarantee in a form acceptable to the City Attorney. The motion passed unanimously, 8-0.
5. Brickyard Village Phase 1 Subdivision Bond (PD25-0170). The Commission is requested to accept a Subdivision Bond for the remaining on-site improvements for Brickyard Village Phase 1. Staff stated that this bond guarantee totals \$116,778.59 and covers the remaining improvements for both Phase 1B and Phase 1A. Staff noted that with approval of the new Phase 1 bond, that the existing Phase 1A irrevocable letter of credit will be proposed for release. A motion as made by Jason Snapp, seconded by Tim Lorimer, to accept the subdivision bond in the amount of \$116,778.59 for the remaining improvements to Brickyard Village Phase 1. The motion passed unanimously, 8-0.
6. Brickyard Village Phase 1A Letter of Credit Release (PD25-0170). The Commission is requested to release Edens Investment Inc., from their Irrevocable Letter of Credit for Brickyard Village Phase 1A and accept a new Subdivision Bond for Brickyard Village Phase 1. (Cooper). Staff noted that this existing irrevocable letter of credit for Phase 1A totals \$128,958.21 and will be absorbed by the new Phase 1 bond. Staff stated that the release of

this irrevocable letter of credit is contingent upon receiving the Phase 1 bond in a form acceptable to the City Attorney. A motion was made by Tim Lorimer, seconded by Candice Hilton, to release the Brickyard Phase 1A irrevocable letter of credit contingent upon receipt of the new Brickyard Phase 1 subdivision bond in a form acceptable to the City Attorney. The motion passed unanimously, 8-0.

7. Fieldcrest Acres Phase 1 Final Plat (PD25-0125) The Commission is requested to grant final plat approval for Fieldcrest Acres Phase 1. Staff stated that Phase 1 of Fieldcrest Acres conforms to the existing preliminary approval. Staff stated that the development will contain 48 single family homes and 22 townhome units. Staff stated that the new Chimney View Loop and Holt Way city streets will serve the development. Staff noted that an irrevocable letter of credit and a subdivision bond accompany the request to the combined amount of \$917,004.37. A motion was made by Anne Greenfield, seconded by Tim Lorimer, to grant final plat approval contingent upon receiving appropriate guarantees in the amount of \$917,004.37 in a form acceptable to the City Attorney. The motion passed unanimously, 8-0.
8. Fieldcrest Acres Phase 1 Irrevocable Letter of Credit (PD25-0125) The Commission is requested to accept an irrevocable letter of credit for the remaining improvements for Fieldcrest Acres Phase 1. Staff stated that the developer, Integrity Building Group, proposes an irrevocable letter of credit for the amount of \$660,997.10 for a portion of the remaining improvements for Fieldcrest Acres Phase 1. The performance date for the project is April 17, 2026 and the expiration date for the project is July 17, 2026. A motion was made by Tim Lorimer, seconded by Jason Snapp, to accept an irrevocable letter of credit in the amount of \$660,997.10 for the Fieldcrest Acres Phase 1 guarantee. The motion passed unanimously, 8-0.
9. Fieldcrest Acres Phase 1 Subdivision Bond (PD25-0125). The Commission is requested to accept a subdivision bond for on-site improvements for Fieldcrest Acres Phase 1. Builder D.R. Horton has proposed to provide a subdivision bond in the amount of \$256,656.60 for the remaining improvements of the Fieldcrest Phase 1 development. The performance date for the project is April 17, 2026 and the expiration date for the project is July 17, 2026. A motion was made by Gary Mayes, seconded by Curtis Montgomery, to accept a subdivision bond in the amount of \$256,656.60 for the Fieldcrest Acres Phase 1 guarantee. The motion passed unanimously, 8-0.
10. 1510 South Wilcox Dr. Zoning Development Plan (GATEWY25-0175). The Commission is requested to give zoning development plan approval for additions for the Eastman Credit Union Support Center. Staff provided the details of the project which is located in the Gateway

Overlay with a base zone of BC, Business Conference. Staff noted that all zoning development plan improvements in the BC must have PC approval. Staff noted that ECU is adding a data center storage site onto their campus along with reconfigured outdoor employee break areas. Staff recommended approval based upon adherence to BC zone standards. A motion was made by Gary Mayes, seconded by Anne Greenfield to grant zoning development plan approval. The motion passed unanimously, 8-0

11. Former KATS Transit Garage & Transit Center Surplus (SURPLS25-0181). The Commission is requested to grant approval for the surplus request for the Former KATS Transit Garage & Transit Center parcels. Staff stated that all city departments have reviewed the request and there are no reasons for the City to keep the property. Staff noted that Northeast State would acquire the buildings. A motion was made by Gary Mayes, seconded by Anne Greenfield to declare the requested property surplus. The motion passed unanimously, 8-0.
12. Religious Assembly Zoning Text Amendment (ZTA25-0182). The Commission is requested to send a positive recommendation to the Board of Mayor and Aldermen in support of the proposed zoning text amendment. Staff stated that the proposal would add religious assembly to the M-1, M-1R, and MX zoning districts. Staff stated that this item came about after a rezoning discussion with a local church representative with an M-1R zoned piece of property. Staff noted that Bristol, TN has had this allowance in their M-1 zone for years and hasn't experienced any problems with it. Staff also conducted site visits to several of these zones in the City during typical Sunday service time. Staff stated that activity and traffic were low on Sunday mornings in these areas. Staff recommended sending a positive recommendation to the Board of Mayor and Aldermen. A motion was made by Gary Mayes, seconded by Jason Snapp, to send a positive recommendation to the Board of Mayor and Aldermen in support of approving the text amendment. The motion passed unanimously, 8-0.

VII. OTHER BUSINESS

1. Conduct 2025 Officer Elections for Chairman and Vice Chairman
Staff noted that Officer Elections would take place during the regular meeting with nominations taken from the floor. A motion was made by Anne Greenfield, seconded by Candice Hilton, to nominate and elect Sharon Duncan as Chairman and Tim Lorimer as Vice Chairman. The motion passed 6-0-2 with both nominees abstaining from the vote.
2. Approved Subdivisions
The Commission received the approved subdivisions for the last month.

VIII. ADJOURN

IX. 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.