



## **REGIONAL PLANNING COMMISSION WORK SESSION MINUTES**

**Monday, August 12, 2024 at Noon**

**City Hall, 415 Broad Street, Conference Room 226**

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**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, James Phillips, Sam Booher, Jason Snapp

Members Absent: Anne Greenfield, Chip Millican, Travis Patterson

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

Visitors: none

### **II. APPROVAL OF THE AGENDA**

### **III. APPROVAL OF MINUTES**

1. Approval of the July 15, 2024 Work Session Minutes
2. Approval of the July 18, 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.

1. Cox Valley Performance Bond Release (RESDEV22-0226) The Commission is requested to release the performance bond. Staff stated that all required improvements for the Cox Valley

Development have been completed and recommended releasing the performance bond. No official action was taken.

## **V. UNFINISHED BUSINESS**

## **VI. NEW BUSINESS**

1. Old Fall Creek Road Sullivan County Rezoning (REZONE24-0150). The Commission is requested to send a positive recommendation to the Sullivan County Commission in support of the rezoning request from County PBD/SC zone to County R-1 zone. Staff noted that the request impacts 3.54 acres along Old Fall Creek Road. Staff noted the location of the request off of Old Fall Creek Road. Staff stated that the reason for the request is to be able to construct a single family home on the property. Staff described the current zoning map of the area and the PBD/SC zone designation. Staff noted that the County R-1 zone request is compatible with both the County and City Future Land Use Plans. No official action was taken.
2. Saint Andrews Garth Ph 2, Lots 11-18, 29-35 Final Plat (PD24-0114). The Commission is requested to grant final plat approval with a guarantee of improvements for the Saint Andrews Garth Phase 2 development. Staff noted the location of the proposal as being the back half of the existing Saint Andrews Garth development in the Rock Springs area. Staff noted that the final proposal matches the preliminary approval for this site that was granted in March of 2022. Staff stated that this site will add 15 new single family lots to the development. Staff commented on the final submittal, stating that the plan shows the required 25' development periphery setback and appropriate density in accordance with the amount of open space provided. The total amount of open space amounts to 32.3% of the phase. This qualifies the development for a single family density of up to 7 units per acre. The proposed density of both phase 2 and phase 3 combined is 3.6 units per acre. Staff stated that the next item on the agenda is a proposed guarantee of improvements in the form of an irrevocable letter of credit, which is for sidewalks only. No official action was taken.
3. Saint Andrews Garth Ph 2, Lots 11-18, 29-35 Irrevocable Letter of Credit (PD24-0114). The Commission is requested to approve the Irrevocable Letter of Credit in the amount of \$70,834.50 as calculated by the City Engineering Division, to cover all remaining improvements. Staff stated that the sole remaining improvement for the Saint Andrews Garth Ph2 final is the sidewalk construction. Staff noted that the City Engineering Division estimated the cost of the remaining sidewalk work to be \$70,834.50. Staff recommended accepting the

irrevocable letter of credit with a performance date of May 31, 2025 and expiration date of August 31, 2025. No official action was taken.

4. Terry & Alice Malone Property & Division of Anderson/Page Property. (MINSUB24-0149) The Commission is requested to grant final subdivision approval along with an accompanying irregular lot shape variance. Staff described the location of the request at the end of Canongate Road in the Hawkins County portion of Kingsport. Staff stated that the owner is in the process of selling the existing horse barn and desires to subdivide the portion of the land that contains the horse barn. Staff noted that road frontages would be kept the same while the subdivision moved property lines to accommodate the sale. Staff noted that sometimes irregular lot shapes can occur when existing structures are dealt with. No official action was taken.

## **VII. OTHER BUSINESS**

1. Approved Subdivisions

The Commission reviewed the approved subdivisions for the last month. 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**