

**BRISTOL TENNESSEE MUNICIPAL REGIONAL
PLANNING COMMISSION
MINUTES
January 22, 2018**

Members Present:

Kelly Graham, Chairman
Mark Webb, Vice-Chairman
Alison Scanlan, Secretary
Michelle Reuning
Joel Staton
Kevin Buck
Mark Byington, Vice-Secretary
Margaret Feierabend
John Brothers

Staff/Others Present:

Brian K. Rose
Cherith Marshall
Heather Moore
Christy Justice
Steve Blankenship
Blake Ailor

Members Not Present

Mr. Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:00 p.m. on Monday, January 22, 2018. Ms. Alison Scanlan performed roll call and a quorum was declared present.

APPROVAL OF MINUTES:

There being no corrections to the December 18, 2017 Planning Commission meeting minutes, they were approved as presented.

OLD BUSINESS:

A. B-1B Zoning Discussion

Mr. Blake Ailor updated the Planning Commission on the B-1B Zoning Ordinance Text Amendment. Mr. Ailor indicated that at the November 20, 2017, the Commissioners voted unanimously to send a favorable recommendation to the City Council in regards to the following changes to the B-1A District and the B-1B District of the Bristol, Tennessee Zoning Ordinance:

1. Add the use of NAICS Section 452990 – All Other General Merchandise Stores to Section 402 - B-1B District (Neighborhood Shopping/Office Zone).
2. Add the Limited Business/Neighborhood Shopping Overlay to Section 407 – Planned Development Area Overlays.

Mr. Ailor stated that the two modifications listed above were presented at the January 2, 2018 City Council meeting on first reading of Ordinance 18-1, and that after much discussion, City Council decided to accept the Planning Commission's recommendation regarding the Limited Business/Neighborhood Shopping Overlay, but not to accept Planning Commission's

recommendation regarding the addition of General Merchandise Stores to the B-1B District. Mr. Ailor stated that under Tennessee state law, City Council's change to Planning Commission's recommend amendment to the Zoning Ordinance was required to be re-submitted to Planning Commission for their consideration prior to the ordinance enactment. Staff recommended that the Planning Commission recommend approval of the amended Ordinance 18-1 by City Council, reflecting the removal of the proposed addition of "General Merchandise Stores" to the B-1B District, while keeping the creation of the Limited Business/Neighborhood Shopping Overlay.

Ms. Margaret Feierabend made a motion to recommend approval of the amended ordinance; Ms. Alison Scanlan seconded the motion.

Discussion ensued and several Commissioners expressed concern that removing the proposed addition of "General Merchandise Stores" would impact businesses that were considering locating in the B-1B district.

Ms. Amy Williams, 110 Bird Road, Bristol, Tennessee, asked for clarification on "General Merchandise Store." Mr. Mark Webb asked staff for the definition of a General Merchandise Store. Mr. Ailor stated that NAICS would give the definition and he did not have the NAICS guide at the meeting, but he indicated that it included stores such as a trading post or automotive store like Advance or O'Reilly.

Ms. Alison Scanlan expressed concern that allowing General Merchandise Stores to develop in the B-1B zoning district would negatively impact small family owned businesses.

At this time, the Planning Commission members put the motion up for vote, six (6) members voting against the motion and three (3) members voting for the motion. The motion did not pass.

Mr. Brian Rose stated that the City Council would now move forward with their vote at the February meeting, but that they would take the Planning Commission's recommendation into consideration.

NEW BUSINESS:

A. Alley Abandonment – Glendale Street

Mr. David Metzger presented information on the alley abandonment. Mr. Metzger indicated that Bran/Bowie Investments, LLC, was requesting an unopened alley parallel to and between Glen Street and Dale Street, running easterly from Glendale Street to a north/south alley that is open to traffic, between 1043 and 1051 Glendale Street. Mr. Metzger stated that Bran/Bowie Investments, LLC was requesting that the City abandon this unopened east/west alley right-of-way to allow the property at 1051 Glendale Street to be combined with the other three properties and the former unopened alley right-of-way into a single parcel to allow development as a single parcel. Staff recommended that the Planning Commission send a favorable recommendation to the City Council to: (a) abandon the public east/west unopened alley right-of-way, parallel to and between Glen Street and Dale Street, running east from Glendale street between the properties

currently addressed as 1043 and 1051 Glendale Street, and (b) to recommend that stormwater and utility easements not be retained in the former alley right-of-way.

Ms. Michelle Reuning questioned if the alley were to be left open, would it allow for traffic to be used in the alley. Mr. Metzger stated that if the alley were to be left open, then it would not be used for traffic, that it would be just be a space between the buildings.

At this time, Mr. Kelly Graham opened the floor to public comments.

Ms. Amy Williams, 110 Bird Road, Bristol, Tennessee, stated that the property had been in her family since she was a child and that it was her intention to build townhouses on the property, but she concluded that abandoning the alley would help with the project.

At this time, Mr. Graham closed the floor to public comments.

Mr. Kevin Buck made a motion to accept staff's recommendation; Mr. Joel Staton seconded the motion. The motion carried unanimously.

B. Rezoning – Raytheon Road and Vance Tank Road

Mr. Mark Webb stated that the Planning Commission does not rezone property, that they send a favorable or unfavorable recommendation to the City Council who makes the final decision. Mr. Blake Ailor presented information on the rezoning request. Mr. Ailor indicated that the property owners, Mr. Blaine Carter, Mr. Jerimi Waldron and Bristol Tennessee Essential Services were requesting that their property located at 820 Raytheon Road, 96 Vance Tank Drive and 98 Vance Tank Drive, be rezoned from R-1A (Low Density Single Family Residential) to M-1 (Light Industrial/Business Zone). Mr. Ailor indicated that the City of Bristol, Tennessee's Future Land Use Plan indicated the area would be developed primarily as industrial within the requested region, with the eastern portion of the property remaining as low-density residential. Staff recommended that the Planning Commission send a favorable recommendation to the City Council for this request due to the industrial character of the surrounding properties within the region of the rezoning request, the City of Bristol Future Land Use Plan projecting industrial use, and in following Policy 3 & 4 of Bristol's Future Land Use Plan to promote commercial and industrial growth.

Mr. Joel Staton questioned if he should recuse himself from this item due to previously being employed by BTES. Ms. Danielle Kiser stated that since Mr. Staton was no longer an employee at BTES and if the fact that this was his former employer would not sway his decision, then he would be able to vote on this item. Ms. Michelle Reuning questioned if she should recuse herself from this item due to being on the Power Board. Ms. Kiser indicated that it should not be an issue for Ms. Reuning to vote on this item.

Mr. Mark Webb questioned if there would be any advantages to rezone the entire property. Mr. Blake Ailor stated that staff looked at the Future Land Use Plan and decided it was more feasible to leave the upper portion of the property as single family and to rezone the lower portion to

industrial. Mr. Kelly Graham indicated that he planned to vote in favor of the rezoning, but he wanted to state that the Future Land Use Plan should be used as a guide and not as a rezoning document.

At this time, Mr. Graham opened the floor to public comment.

Mr. Johnny Carter, 3474 Weaver Pike, Bristol, TN, stated that the upper portion of the property was mountainous and could not be developed, but he indicated that he felt that the portion of the property that he was requesting to be rezoned could be developed.

Mr. Mark Byington made a motion to follow staff's recommendation and send a favorable recommendation to the City Council to rezone the property as requested; Mr. Mark Webb seconded the motion. The motion carried unanimously.

C. Street Dedication – Hatterdale Farm Road

Mr. Brian Rose presented information on the street dedication. Mr. Rose indicated that construction of the following had been completed and the street was ready for acceptance into the public system:

1. Hatterdale Farm Road from Tee Drive to the eastern connection with the previously dedicated Hatterdale Farm Road (24-feet wide, approximately 1,185-feet long).

Mr. Rose indicated that the street was designed per city standards and the Engineering Division inspected construction to ensure compliance with city construction specifications. Staff requested that the Planning Commission forward a favorable recommendation of acceptance to the City Council.

Mr. Mark Webb made a motion to send a favorable recommendation to the City Council; Mr. Joel Staton seconded the motion. The motion carried unanimously.

OTHER MATTERS:

A. Historic District Awards Program

Ms. Cherith Marshall presented information on the awards program. Ms. Marshall indicated that a part of the 2017 Community Development goal listed in the Annual Budget was for the Community Development staff to establish and administer a Historic Preservation Awards program of the City of Bristol, TN. Ms. Marshall stated that staff had presented an overview of the project to the Planning Commission at the December 18, 2017 meeting with a request for Planning Commission to assist with the appointment of an Awards Committee to guide the effort. Ms. Marshall stated that staff had taken direction from the Planning Commission to contact potential committee members, which, she indicated, was well received. Staff was asking that the Planning Commission assist with the regulations of the Awards Committee and suggested that the Planning Commission consider the summary of committee responsibilities, the membership criteria and the term of the committee membership.

Ms. Margaret Feierabend suggested that the committee be made up of five members, four of which would be appointed by the Planning Commission and one of which the members themselves would appoint. At this time, the Planning Commission members made several nominee suggestions to staff. Ms. Marshall indicated that she would contact those nominees on her list and see if any of them would be interested in serving on the Awards Committee and bring the information back to the Planning Commission at the next meeting.

B. Design Standards Discussion

Ms. Cherith Marshall presented information on the Design Standards Project. Ms. Marshall indicated that during review with City Council of recently proposed zoning amendments, the suggestion for expanded design standards for commercial projects in the City was introduced, and Council members were interested in pursuing the topic. Ms. Marshall indicated that the City currently had four established overlay districts: the Volunteer Parkway Overlay, Central Business District Overlay, Central Business Expansion District Overlay, and the Highway 394 Overlay. Ms. Marshall stated that these districts include a design standard which prohibits certain materials on the exterior façade of buildings in the overlay. Staff presented information to the Planning Commission members on surrounding communities and the design standards that apply in each.

Discussion ensued concerning options for design standards. Mr. Kelly Graham requested that staff take a careful approach in creating the design standards as they could become costly for local small business owners and drive them away. Mr. Mark Byington requested that staff look at the design standards for the Alcoa area.

Staff agreed to take the Planning Commission's ideas and concerns into consideration and planned to create a list of proposed design standards for review at the next Planning Commission meeting.

C. Comprehensive Plan Update

Mr. Brian Rose updated the Planning Commission on the progress of the Comprehensive Plan. Mr. Rose stated that there was a meeting with the consultants on January 9, 2018 and they had a great discussion with the Advisory Committee. Mr. Rose indicated that there was community meeting scheduled for January 25, 2018 at the Slater Center and he invited all the Commissioners to attend.

D. City of Bristol, Tennessee Website Navigation

Mr. Brian Rose indicated that it had been brought to his attention that staff needed to look at different and better ways for the public to access information on the City's website. Mr. Rose asked for the Planning Commission to offer suggestions or feedback over any issues that they may have encountered using the website.

Mr. Kelly Graham asked that staff create a link to the planning page of the webpage that just said "planning" since not everyone would be aware that the Planning Department was part of the Community Development Department.

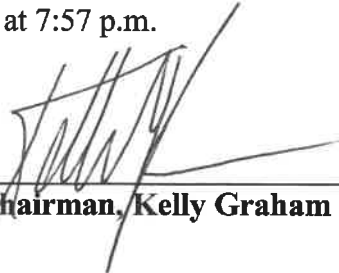
E. Commission Member's State of Tennessee Form Deadline

Mr. Brian Rose stated that staff included a copy of the member's form in the Planning Commissioners packet, but the Commissioners had the option to file the form electronically. Mr. Rose reminded the Commissioners that the form was required to be filed with the State by January 31, 2018.

STAFF UPDATES:

None

With no other business to discuss, the meeting was adjourned at 7:57 p.m.



Chairman, Kelly Graham