

**BRISTOL TENNESSEE MUNICIPAL REGIONAL  
PLANNING COMMISSION  
MINUTES  
June 18, 2018**

***Members Present:***

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

***Staff/Others Present:***

Tim Beavers  
Danielle Kiser  
David Metzger  
Cherith Marshall  
Ross Peters  
Christy Justice

***Members Not Present***

Michelle Denise

Mr. Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:00 p.m. on Monday, June 18, 2018. Ms. Alison Scanlan performed roll call and a quorum was declared present.

**APPROVAL OF MINUTES:**

There being no corrections to the May 21, 2018 Planning Commission meeting minutes, they were approved as presented.

**UNSCHEDULED COMMENTS FROM THE PUBLIC:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

At this time, Chairman Graham amended the agenda to hear Item C (Subdivision – Old Stage Trail) as the first item of the meeting.

**A. Subdivision - Old Stage Trail**

Mr. Kevin Buck recused himself from this item due to his involvement with the property owner. Mr. Ross Peters presented information on the proposed subdivision. Jockey Properties, GP, was requesting preliminary and final subdivision approval of an 8.40 acre parcel within the City's Urban Growth Boundary. The subdivision was located off of Carden Hollow Road, which had frontage on Highway 126, Old Stage Trail, and Carden Hollow Road. The property was zoned R-1, Low Density/Single-Family Residential District. The subdivision plat proposed to create a

total of eight (8) lots, three (3) fronting on Highway 126, and three (3) fronting Old Stage Trail and one (1) fronting on Highway 126 and Carden Hollow Road and one (1) fronting on Old Stage Trail and Carden Hollow Road. The preliminary plat met all the requirements of the Bristol, Tennessee Subdivision Regulations so staff recommended that the Bristol Tennessee Municipal Regional Planning Commission grant preliminary and final approval of the Old Stage Trail Major Subdivision plat noting conformance with the Tennessee Department of Environment and Conservation (TDEC) for subsurface septic systems on all lots. Staff advised the Planning Commission that recording of final plat would not occur until such time as TDEC subsurface septic system was approved.

Mr. Tim Beavers indicated that staff brought the subdivision request before the Planning Commission without TDEC's approval to help the development move forward. Mr. Beavers indicated that he felt as though staff should have TDEC's approval by the end of the week and didn't feel it necessary to hold the plat for another thirty days until the July Planning Commission meeting.

Discussion ensued concerning the Planning Commission's ability to dictate egress and ingress. Mr. Beavers indicated that the Planning Commission was charged with the lot lines, but that TDOT had authority over the ingress/egress concerning the highway.

Mr. John Brothers questioned if sidewalks were required on this plat. Mr. Beavers indicated that the Subdivision Regulations required sidewalks when there was an extension of a road or when building a new road and since this proposed subdivision did not have a new road or wasn't extending the road, then adding sidewalks was not required.

Ms. Margaret Feierabend expressed concern over adding cuts onto Carden Hollow Road and to Highway 126.

At this time, Chairman Graham opened the floor to the public.

Jerran Owens stated he was a Professional Land Surveyor with Baker Construction located at 4533 Highway 11E, Bluff City, TN. Mr. Owens indicated that TDEC deemed the lots that bordered Carden Hollow Road as wetlands and Mr. Owens pointed these areas out on the map provided by staff.

Mr. Joel Staton made a motion to accept staff's recommendation and grant preliminary and final approval with the caveat that the subdivision will conform with TDEC's subsurface septic system approval; Mr. Mark Byington seconded the motion. The motion carried with a 7-0 vote with Mr. Kevin Buck abstaining from voting.

Mr. Beavers indicated that the plat would not be recorded unless staff received TDEC's approval.

**B. Multiple Public Street Abandonments - Windsor Terrace**

Mr. David Metzger, City of Bristol, Tennessee Traffic Engineer, presented information on the proposed public street abandonments. Mr. Metzger presented the Commissioners with a plat of the property for reference. City staff received a request to examine a proposal for abandoning portions of certain rights-of-way in the Windsor Terrace area along the northern base of the Beaver Creek Knobs inside the corporate limits. These abandonments included the western portion of Clifton Road, Floyd Place, Hawthorne Road, the western portion of Rockledge Road and the eastern portion of Somerset Street. After examining the presence of utilities, receiving input from the adjacent property owners and other staff members, and considering the data thus collected, staff requested that the Planning Commission make a favorable recommendation to the City Council to abandon the proposed sections of the public street rights-of-way.

Mr. Ron Harkleroad, 2008 Windsor Avenue, stated that he was the owner of the property and he stated that the reason for this request was to combine his properties to reduce the amount of tax invoices that he receives.

Mr. Tim Beavers stated that if the Planning Commission decided to send a favorable recommendation, then the City Council would discuss the item at the June work session and the item would be before the City Council at the July meeting.

Mr. Mark Webb made a motion to accept staff's recommendation and send a favorable recommendation to the City Council; Mr. Kevin Buck seconded the motion. The motion carried unanimously.

The Commissioners commended Mr. Metzger for his work on this project.

**C. Zoning Ordinance Text Amendment - Surface and Parking Requirements**

Mr. Tim Beavers presented information on the Zoning Ordinance Text Amendment. A 2018 Community Development Department Goal was to review the Zoning Ordinance for potential updates and modifications. The Planning Commission expressed concern that surface requirements were missing from within the Zoning Ordinance, so this topic was classified as a priority item. The Planning Commission reviewed a Zoning Ordinance text amendment on surface requirements and parking dimension requirements in February 2018 and sent a favorable recommendation to the City Council. During the review of the surface requirements and parking dimensions, City Council expressed concern about the cost of surface requirements for industrial properties. The City Council then directed Community Development staff to survey surrounding jurisdictions regarding industrial surface requirements for discussion with the Planning Commission. Staff researched the surrounding community's requirements regarding surface requirements in industrial uses and zones and provided the findings to the Planning Commission at the May 2018 meeting. The Planning Commission reviewed the information and directed staff to amend the current Zoning Ordinance text with their proposed recommendations. Mr. Beavers indicated that a draft of the amendment was provided to the Commissioners in their packets. Staff recommended that the Planning Commission send a favorable recommendation to the

Bristol, Tennessee City Council to approve the addition of surface requirements and parking dimensions within Chapter 2, Section 213 - Off Street Parking within the Bristol Tennessee Zoning Ordinance.

Mr. Mark Byington made a motion to accept staff's recommendation and send a favorable recommendation to the City Council; Ms. Margaret Feierabend seconded the motion. The motion carried unanimously.

**OTHER MATTERS:**

**A. B-2E Rezoning Update**

Mr. Tim Beavers presented information on the B-2E Rezoning. A 2017 Community Development Department goal was to evaluate potential redevelopment strategies for the West State Street corridor from Volunteer Parkway to the Pinnacle Development. To facilitate this goal, a new zoning district, the B-2E District, was created and a portion of West State Street was zoned to B-2E (Central Business Expansion). This rezoning was effective on May 25, 2018. As staff, Planning Commissioners, and City Council worked through the rezoning process, questions were raised regarding specific land uses allowed, or not allowed, in the B-2E District. The most discussed were child daycare, adult daycare, drop off/pick-up only dry cleaning locations and miniwarehouses/self-storage. Planning Commission requested staff to evaluate these uses and to examine the permitted use list to see if any additional changes were warranted. Staff presented information on each item individually.

Discussion ensued and the Planning Commission decided that they preferred that miniwarhouses and self-storage units be allowed in the B-2E District by Special Use Permit. The Planning Commission decided that the use of a child daycare facility and of an adult day care facility and the use of dry cleaning and laundry services should be an allowed use outright in the B-2E District. Staff agreed to re-write the B-2E section of the Zoning Ordinance with the proposed changes and bring the language back before the Planning Commission for review.

Staff discussed other uses that they felt warranted discussion and asked that the Commissioners research the codes on the NAICS website to determine if there were any other uses that they felt needed to be added to the B-2E District.

**STAFF UPDATES:**

None

With no other business to discuss, the meeting was adjourned at 7:50 p.m.



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**Chairman, Kelly Graham**