

BRISTOL TENNESSEE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING MINUTES

Easley Municipal Annex
104 8th Street | Bristol, TN 37620
June 19, 2023
6:00 PM

Members Present:

Kelly Graham, Chairman
Mark Webb, Vice-Chairman
David Akard III, Vice-Secretary
Jason Booher
Lea Powers
Andrew Snyder
Tekai Shu

Staff Present:

Cherith Young
Danielle Smith
Kelli Bourgeois
Ross Peters
Heather Moore
Carty Leonard
Bretta Morenings

Members Absent:

Joel Staton, Secretary
Mahlon Luttrell

CALL TO ORDER AND ROLL CALL

Chairman Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:00 PM on Monday, June 19, 2023. A roll call was performed, and a quorum was declared present.

APPROVAL OF MINUTES

Jason Booher motioned to approve the minutes from the May 15 meeting. Lea Powers seconded the motion. The vote in favor was unanimous.

UNSCHEDULED COMMENTS FROM THE PUBLIC

Zach Mullins, representing wrecker services, inquired about the status of the B-4 District.

NEW BUSINESS

A. Site Plan: 456 Meadow View Road

Cherith Young presented an overview and imagery of the parcel and the property owner's proposal to construct a home in the Planned Business District (PBD). Approval of site plans by the Planning Commission is required because the property is zoned PBD.

Discussion ensued regarding setbacks, lot size, easements, and notifying adjacent property owners of the pending construction.

Ms. Young discussed existing protocols for notifying adjacent property owners and asked the Commission to provide specific feedback regarding information they would like to see to move forward with Staff's recommendation.

Staff recommended the Bristol Municipal Regional Planning Commission approve the site plan for any single-family dwelling unit in compliance with the Bristol Tennessee Zoning Ordinance.

Lea Powers motioned to reject Staff's recommendation and requested it be reviewed during a later meeting when the following information is provided: a survey, easement regulations, public notice, topo, and a site plan with the building spotted on the property. Jason Booher seconded the motion. The vote in favor was unanimous.

B. Rezoning Request: 91 Old Jonesboro Road (Sullivan County)
Representative: Reverend John R. Branch Sr.

Cherith Young presented an overview and imagery of the parcel and discussed the rezoning process and noted staff received one phone call opposing this request.

Staff recommended the Bristol Tennessee Municipal Regional Planning Commission send an unfavorable recommendation to the Sullivan County Commission.

Discussion ensued regarding the proposed and future use, zoning, special use permits and building design.

Lea Powers motioned to accept Staff's recommendation. Andrew Snyder seconded the motion. The vote in favor was unanimous.

C. Subdivision Plat: Centre Pointe Drive
Representative:

Cherith Young presented an overview and imagery of the parcel and discussed the sewer lift, pump station and surety.

Staff recommended the Bristol Tennessee Municipal Regional Planning Commission grant preliminary and final approval for the Subdivision of Centre Pointe, LLC Property, and the approval of the surety amount for the lift station in the amount of \$331,843.89.

David Akard motioned to accept Staff's recommendation. Mark Webb seconded the motion. The vote in favor was unanimous.

D. Condominium Plat: Hudson Terrace Phase 1A
Representative: George Smith
Danny Karst
Brandon Stamper

Cherith Young presented an overview of the condominium plat and site plan.

Discussion ensued regarding a traffic study. George Smith stated TDOT required a turn lane, but no traffic study.

Staff recommended the Bristol Municipal Regional Planning Commission grant final approval for the condominium plat for Hudson Terrace Phase 1A, noting conformance to the Bristol, Tennessee Subdivision Regulations, and the Bristol, Tennessee Zoning Ordinance.

David Akard motioned to accept Staff's recommendation. Lea Powers seconded the motion. The vote in favor was unanimous.

E. Buffer Code Text Amendment (Sullivan County)

Jason Booher motioned to accept Staff's recommendation to forward a favorable recommendation to the Sullivan County Commission to approve the text amendments to the Sullivan County Resolution with no discussion. Mark Webb seconded the motion. The vote in favor was unanimous.

OLD BUSINESS

None.

OTHER MATTERS

A. Discussion: Non-conforming Residential Uses/Pennsylvania Avenue Extension

Cherith Young presented an overview of the area in question and discussed the non-conforming ordinance, zoning, and possible rezoning of residential properties in a section of the Pennsylvania Avenue Extension.

The following options were presented for consideration:

1. Rezone the homes in question to a residential zone.
2. Allow single-family homes in the industrial district.
3. Re-write the non-conforming section of the ordinance.

Ms. Young stated the non-conforming ordinance should be reviewed and revised.

Discussion ensued regarding non-conforming residential use, adjacent land use, future land use, and potential re-zoning of property without the owner's consent. Staff will continue working with the property owner and realtors and may bring forward a rezoning request in the future. Staff will also consider rewriting the non-conforming section and an ordinance to formalize who may initiate amendments to the Zoning Ordinance or Zoning Map.

B. Discussion: Manufacturing in B-3

Cherith Young reviewed City Council's action regarding Ordinance 23-8 and noted it was amended to remove Section E of the Ordinance. This section refers to the manufacturing uses permitted in the B-3 District.

Discussion ensued regarding square footage caps and special use permits. Lea Powers discussed Council's position regarding the maximum square footage for manufacturing facilities selling retail on-premises.

Danielle Smith reviewed state law and stated the ordinance would move forward at second reading as amended but the law requires the Planning Commission to weigh in on the removal of Section E. She advised the Commission to either accept or reject the severance of Section E from the ordinance.

Andrew Snyder motioned to accept the severance of Section E from Ordinance 23-8. Mark Webb seconded the motion. The vote in favor was unanimous.

C. Discussion: Signs

Jason Booher discussed non-permanent and off-premises signs, seasonal decoration timeframes, sign lighting temperature, quantity of signs, and political signage, as well as his opposition to removing feather banners from the ordinance.

Discussion ensued regarding feather banners, political signs, non-permanent signs, permanent and non-permanent off-premises signs, and enforceability. Lea Powers suggested political signage should not exceed 32 square feet, have a display period of no longer than 90 days, and be removed no later than 10 days post-election. Danielle Smith stated that additional criteria must be added to the ordinance should the Commission require permitted off-premises permanent signs and noted the ordinance could be amended to prohibit permanent off-premises signs. She discussed examples of non-permanent off-premise signs and advised the Commission it would be unwise to prohibit them. Ms. Young stated once the ordinance is concrete, community education will be vital to enforceability and inquired about the best way to move forward. Staff will workshop the off-premises issue based on Planning Commission feedback and bring back a final version for consideration.

D. Discussion: Project Updates

1. West State Street Corridor

Cherith Young stated the project continues to progress.

2. Highway 394

Cherith Young stated TDOT was presented with a concept and Staff is awaiting feedback.

E. City Council Update

Cherith Young noted the text amendment update, reviewed earlier in the meeting, would go to City Council for second reading in July.

F. Training Update

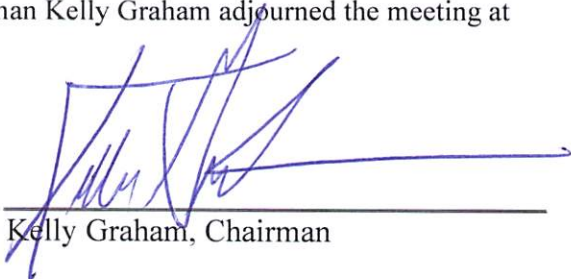
Cherith Young discussed virtual training opportunities Staff sent to Commissioners.

G. Site Plan and Subdivision Plats Report

Cherith Young briefly reviewed the Site Plan and Subdivision Plats Report with the Commission.

ADJOURNMENT

With no other matters to present to the Commission, Chairman Kelly Graham adjourned the meeting at 7:53 PM.



Kelly Graham, Chairman