

**BRISTOL TENNESSEE MUNICIPAL REGIONAL
PLANNING COMMISSION
MINUTES**

June 20, 2022

Members Present:

Mark Webb, Vice-Chairman
Kelly Graham, Chairman
Tekai Shu
Jason Booher
Kevin Buck
Margaret Feierabend
Mahlon Luttrell
Andrew Snyder

Staff Present:

Cherith Young, Planning Services Manager
Heather Moore
Ross Peters
Steve Blankenship
Danielle Smith, Attorney
Micah Bray
Carty Leonard

Absent:

Joel Staton, Secretary

Chairman Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:08 p.m. on Monday, June 20, 2022. A roll call was performed, and a quorum was declared present.

APPROVAL OF MINUTES:

Jason Booher made a motion to approve the corrected minutes for the April 18, 2022 meeting and the minutes from the May 16, 2022 meeting. After the motion was seconded, both minutes were approved unanimously.

UNSCHEDULED COMMENTS FROM THE PUBLIC:

Mr. Charles Allen of Johnson City spoke. He owns the business of Stowaway Self Storage on Volunteer Parkway (beside Big Lots). He described his self-storage business and described the architectural character of his facilities as similar to Fresh Market. He is ready to build a third building in the Stowaway Self Storage complex and stated that his review for approval process was halted in the self-storage update process. He understands that there is a current moratorium on self-storage in B-3. He would like to be able to receive a building permit as soon as possible.

NEW BUSINESS:

A. Sullivan County Rezoning – 4195 Island Road

Cherith Young presented the rezoning request of part of Tax Map 35, Part of Parcel 151.10 from B-1 (Convenience Neighborhood Business District) to R-1 (Low Density/Single-Family Residential District). Property owners Randall and Virginia Rhea have requested that part of their property be rezoned “to reconfigure parcel for residential development”.

Ms. Young clarified the rezoning process to be a recommendation made at the current Planning Commission meeting and then sent to Sullivan County Commission. They are scheduled to review it on July 21, 2022. She then presented the Planning Commission with a location map with existing zoning and land use, a contour map of the area, along with additional aerial pictures of the property requested to be rezoned.



Ms. Young summarized the permitted uses and bulk standards allowed in the B-1 and R-1 zones. She provided an overview of the staff analysis included in the staff report. The subject property is the sole property with B-1 zoning in the neighborhood. Properties zoned R-1 surround the site, as well as the remainder of Tax Map 35, Parcel 151.10. Staff analysis of the Sullivan County Zoning Resolution showed that Sullivan County’s B-1 district has permitted uses that include single-family residential, banking, and professional services. The uses allowed in the Sullivan County R-1 district are similar to those of Bristol’s R-1A (Low Density/Single Family Residential District). The main or primary use in Sullivan County R-1 was low-density single-family residential. The R-1 residential district allows single-family detached dwellings as the main or primary residential use.

The planned future residential use of the land with the addition of a home-based business, as described by Sullivan County staff, is in line with uses in Sullivan County R-1 zoning. A comparison of the allowable uses of both zones showed that the list of allowable uses in the proposed R-1 had a shorter list of allowed uses than in the B-1 district. From the allowed use perspective, the rezoning is considered a “downzoning”.

Ms. Young discussed the Future Land Use Map which indicates the property to be area will be developed primarily as low-density residential. The Future Land Use Map is not intended to be a parcel-by-parcel directive for the specific use of each property in the City and its surrounding grown area, but to serve as a general policy guide for the future development of that area. Staff feels that the requested rezoning agrees with the Land Use Plan and Policy.

Ms. Young summarized the staff recommendation for the Planning Commission to send a favorable recommendation to Sullivan County Commission for this request

Jason Booher made a motion to approve staff’s recommendation. Kevin Buck seconded the motion. The motion passed unanimously.

Motion: Approve with staff recommendation			
	YES	NO	NOT PARTICIPATING
Kelly Graham	X		
Mahlon Luttrell	X		
Joel Staton			Absent
Jason Booher	X		
Kevin Buck	X		
Andrew Snyder	X		
Tekai Shu	X		
Mark Webb	X		
Margaret Feierabend	X		

B. Preliminary and Final Subdivision – Replat of the Tony Clark Lot and Rhea Property (Lots 1R, 2 and 3) SUB22-13

Cherith Young described the property and the staff recommendation to the Planning Commission, for preliminary and final subdivision approval of property on Island Road at Tax Map 35, Parcels 151.10 & 151.15, zoned R-1A (Low Density Single Family District) & B-1 Convenience Neighborhood Business District), if the rezoning is approved. The applicants and owners are Mark & Melisa Clark and Randal & Virginia Rhea.



Cherith Young explained the staff recommends that the Bristol Municipal Regional Planning Commission grant preliminary and final approval for Re-plat of the Tony Clark and Rhea Property, with the stipulation that the subdivision plat will not be recorded until the approval of the rezoning request by Sullivan County. She continued that the subdivision plat is in conformance with the Bristol, Tennessee Subdivision Regulations, and once the property is rezoned by the Sullivan County, the subdivision will be in conformance with the Sullivan County Tennessee Zoning Resolution.

Jason Booher made a motion to follow staff recommendation, seconded by Kevin Buck. All voted in favor of the motion.

Motion: Approve with staff recommendation (with the stipulation that the subdivision plat will not be recorded until the approval of the rezoning request by Sullivan County).			
	YES	NO	NOT PARTICIPATING
Kelly Graham	X		
Mahlon Luttrell	X		
Joel Staton			Absent
Jason Booher	X		
Kevin Buck	X		
Andrew Snyder	X		
Tekai Shu	X		
Mark Webb	X		
Margaret Feierabend	X		

C. Sullivan County Text Amendment Campground Recommendation

Cherith Young provided the Commission with the background that on May 17, 2022, the Sullivan County Planning Commission unanimously voted to forward a positive recommendation for the updates to the campground regulations for the county to the Sullivan County Commission. The amendments to Sullivan County Zoning Resolution are proposed to create a special zoning district called Agricultural/Recreational RV Park (ARV) District, and a special zoning district called Rural Retreat & Cabin Development (RRC) District. Guidelines for the proposed districts are included in the Appendix D matrix. This is a substantial update, to create two new zoning districts. A recommendation on the proposed text edits is now requested from the Bristol Municipal Regional Planning Commission as the revisions may impact property within the City’s Urban Growth Boundary.

Sullivan County staff had explained the reason behind the proposed edits to Sullivan County Zoning Resolution. Several landowners have requested special districts to allow for RV Park Model resort developments as distinguished from the traditional seasonal campgrounds. In addition, several cabin developments have been approved over the years and new requests are being submitted. Ambre Torbett, Director of Department of Planning & Codes, stated in communication via email that they feel cabin developments have much different needs for design/layout and accommodations than traditional campgrounds.

A brief description of the update is below –

1. Updates to Chapter 3, Agricultural and Residential District Regulations, to create special zoning districts, called Agricultural/Recreational RV Park (ARV) District and a special zoning district called Rural Retreat & Cabin Development (RRC) District.
 - o The ARV and the RRC districts are included under Residential districts in the updated section. A description of each zone is provided, as well as density standards.
2. Update to Appendix D: Sullivan County Zoning Resolution – Regulations Governing the Various Types of Recreational Campground Facilities, to include the Agricultural/Recreational RV Park (ARV) District and the Rural Retreat & Cabin Development (RRV) District.
 - o The ARV and the RRC districts’ guidelines are included in the Appendix D matrix.

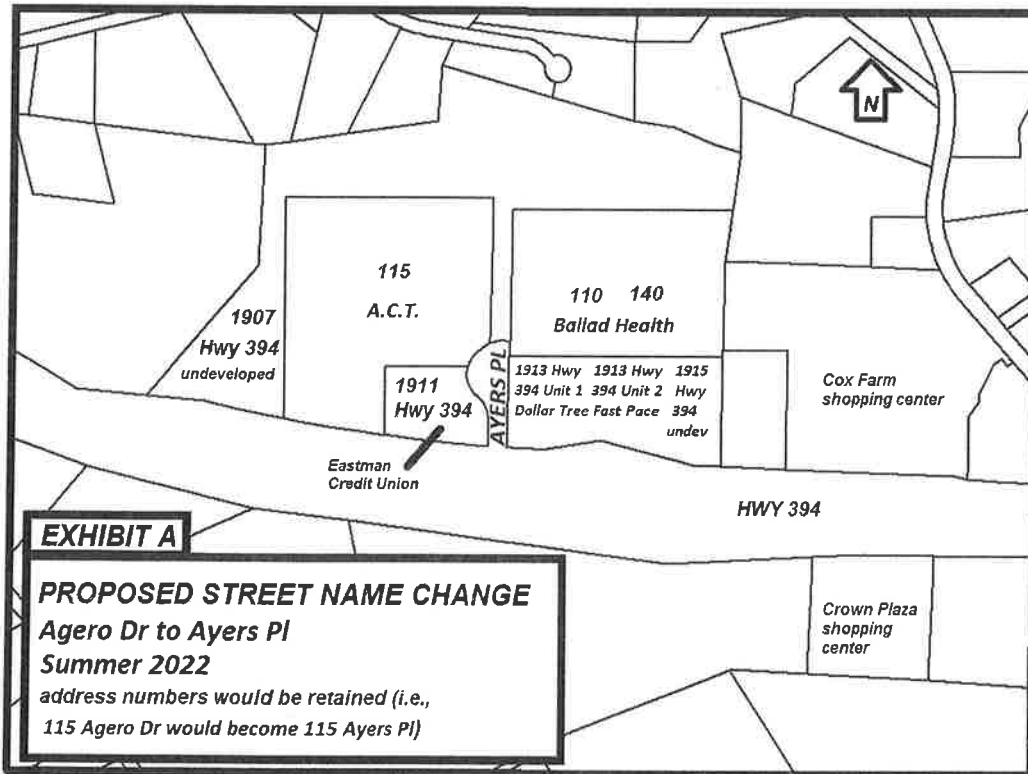
Ms. Young said that Bristol staff recommends that the Bristol Tennessee Municipal Regional Planning Commission forward a favorable recommendation to the Sullivan County Commission to approve the proposed amendments to Sullivan County campground regulations.

Jason Booher made a motion to send a positive recommendation to the Sullivan County Commission, seconded by Mark Webb. Mr. Webb then stated that camping is no longer just tents. Mr. Booher replied that this update is good because it affects us all.

Motion: Approve with staff			
	YES	NO	NOT PARTICIPATING
Kelly Graham	X		
Mahlon Luttrell	X		
Joel Staton			Absent
Jason Booher	X		
Kevin Buck	X		
Andrew Snyder	X		
Tekai Shu	X		
Mark Webb	X		
Margaret Feierabend	X		

D. Proposed Street Renaming from Agero Drive to Ayers Place

Cherith Young explained that the local, one-block, dead-end public roadway to serve the Sprint Telephone facility off of Highway 394 was named Sprint Drive circa 2012. In 2018, the roadway was renamed to Agero drive as Agero’s request. Affected properties have changed since then. She shared staff recommendation, that the Planning Commission recommend to the City Council that the street name of Agero Drive be changed to Ayers Place, to become effective on Oct over 5, 2022.



Motion was made to approve by Jason Booher, and seconded by Margaret Feierabend. The vote to approve was unanimous.

Motion: Approve street name change			
	YES	NO	NOT PARTICIPATING
Kelly Graham	X		
Mahlon Luttrell	X		
Joel Staton			Absent
Jason Booher	X		
Kevin Buck	X		
Andrew Snyder	X		
Tekai Shu	X		
Mark Webb	X		
Margaret Feierabend	X		

E. Historic Preservation Committee

Cherith Young explained that it was time for the Commission to appoint members to this Committee for the new 2-year term, and reminded them that Mr. Andrew Snyder volunteered to represent the Planning Commission on the Committee. Staff had been tasked with confirming interest in appointment or reappointment by those that had previously served on the Committee, as well as the interest in serving by winners of awards in previous programs. The names in green in the chart below shows those who have voiced interest in serving on the committee.

Position	Name
Fairmount Historic District	Susan Tanner
Professional (Architect, Surveyor, Engineer, etc)	Kelly Moran – No Contact
Holston Ave	Becky Wilkerson
Downtown (BIB)	Maggie Bishop
Planning Commission	Andrew Snyder
First TN Development District	Gray Stothart - No
Bristol Historical Association	Linda Kirk - No
Previous Historic Preservation Award winner(s)	Christa McClellan (Fairmount 2019) Kim Noll (City-wide 2018) Debra Kennedy (Holston Ave – 2018)

Kevin Booher made a motion to approve all people shown in the chart in green who have voiced interest in serving. Margaret Feierabend seconded the motion. Then Ms. Feierabend suggested including membership from the historic association, from the development district, and a design professional. She then clarified that the mood is to not vote but to reach out to these groups.

Motion was made and seconded. All agreed.

Motion: Approve with staff			
	YES	NO	NOT PARTICIPATING
Kelly Graham	X		
Mahlon Luttrell	X		
Joel Staton			Absent
Jason Booher	X		
Kevin Buck	X		
Andrew Snyder	X		

Tekai Shu	X		
Mark Webb	X		
Margaret Feierabend	X		

Kelly Graham asked if a non-resident could be involved. Ms. Young answered yes. Ms. Feierabend suggested a page describing the make-up.

Old Business

None

Other Matters

A. Discussion – Indoor Storage facility Uses

Cherith Young presented a proposed update to Indoor Storage Facilities as follows -
A building or group of buildings outfitted with central heating and air conditioning, and containing various sized stalls or lockers for the storage of customer goods. All stalls or lockers are located within an enclosed setting and serviced from inside with no exterior access. Facilities that provide any outdoor storage of property (as opposed to short-term customer vehicle parking), or space for the servicing or repair of motor vehicles, boats, trailers, lawnmowers or any other similar equipment, are not included in the definition of Indoor Storage Facilities.

Staff explained that the use could be considered as a permitted use of special use permit but suggested and additional prohibition in the listed to read:

Indoor Storage Facility – No commercial business is to be operated from individual storage units.

The site of Stowaway Storage was discussed in particular, located in B-3 zoning. Changes to the definition was discussed.

Jason Booher said he supported what staff has presented, and stipulated allowance under SUP (Special Use Permit). Andrew Snyder seconded Mr. Booher’s comments. Mark Webb asked how does this affect Mr. Allen’s project. Cherith Young answered that he would need to apply for a SUP. Kevin Buck requested that the word “individual” be added to the definition. Kelly Graham asked for the “temperature”, if we’re looking for SUP in B-3, not allowed use. Margaret Feierabend agreed with the SUP. Mahlon Luttrell asked Mr. Allen if his expansion would be new construction. Mr. Allen answered yes, at the same location. Tekai Shu stated that some storage places rent trucks and questioned how this should be treated. Cherith Young repeated the definition. Jason Booher stated his objection to rental vehicles.

Kevin Buck stated his objection to running a business out of rented units. Mr. Allen said he has no business out of units. Tekai Shu questioned if a truck rental business a truck terminal? Ross Peters answered that it has a different NAICS code. Kevin Buck said that trucks should be excluded in the definition and truck rental should be prohibited.

Cherith Young went over their amendment –

- 1-Add a word “individual” to the definition
- 2-Add exclusion for rental of motor vehicles.

Jason Booher made a motion that the definition provide that the business can sell related ancillary items but exclude truck rentals outdoor storage, and the use should be approved through the SUP process. Kevin Buck seconded this motion.

Mahlon Luttrell said he doesn't think the Planning Commission should move forward with this tonight. Kelly Graham asked Mr. Allen if he would ever rent equipment to any of his renters? Mr. Allen answered no. It's not that kind of business. He continued that he does not rent or provide trucks.

Mahlon made a motion that the item be tabled. It needs to be slowed down. That motion dies for lack of a second.

Danielle Smith read the new definition with the Planning Commission's edits.

***Indoor Storage Facility** - A building or group of buildings outfitted with central heating and air conditioning, and containing various sized stalls or lockers for the storage of customer goods. All stalls or lockers are located within an enclosed setting and serviced from inside with no exterior access to individual stalls or lockers. Facilities that provide any outdoor storage of property (as opposed to short-term customer vehicle parking), or space for the servicing, repair, or rental of motor vehicles, boats, trailers, lawnmowers or any other similar equipment, are not included in the definition of Indoor Storage Facilities.*

Jason Booher acknowledged the edited definition as supporting his motion.

Motion: To approved the definition as read by City Attorney, Danielle Smith.			
	YES	NO	NOT PARTICIPATING
Kelly Graham	X		
Mahlon Luttrell		X	
Joel Staton			Absent
Jason Booher	X		
Kevin Buck	X		
Andrew Snyder	X		
Tekai Shu	X		
Mark Webb	X		
Margaret Feierabend	X		

B. City Council updates

A public hearing for the Fox Meadows annexation was held on June 7 and the annexation is complete. The PRD zone passed on second reading on June 7th and becomes effective on June 24th.

The rezoning of Fox Meadows to PRD had first reading and passed.

C. Training Updates


Cherith Young reminded the Commissioners to pursue the available training opportunities to meet the training requirement. It was stated that the training chart did not clearly share information on hours needed. Cherith Young stated that staff would present a revised training memo next month, attempting to more clearly show information.

D. Other Matters

Andrew Snyder asked if Planning Commission meetings could be moved to Tuesdays. Danielle Smith answered that the date is set by Planning Commission bylaw.

Kelly Graham stated that voting for Planning Commission officers is next month. He asked if they should wait until after City Council elections take place. Danielle Smith stated that a member of City Council cannot run Planning Commission.

With no other business to discuss, the meeting adjourned at 7:20 p.m.



Chairman, Kelly Graham