

**BRISTOL TENNESSEE MUNICIPAL REGIONAL
PLANNING COMMISSION
MINUTES
August 16, 2021**

Members Present:

Mark Webb, Vice-Chairman
Joel Staton, Secretary
Mahlon Luttrell
Tekai Shu
Jason Booher

Staff Present:

Tim Beavers
Cherith Young
Ross Peters
Heather Moore
Steven Mott
Steve Blankenship

Members Absent:

Margaret Feierabend
Kelly Graham, Chairman
Andrew Snyder
Kevin Buck

Vice-Chairman Mark Webb called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:05 p.m. on Monday, August 16, 2021. Mr. Joel Staton performed roll call, and a quorum was declared present.

APPROVAL OF MINUTES:

There being no changes to the July 19, 2021 Planning Commission meeting minutes, Jason Booher made a motion to approve the minutes as presented and Mahlon Luttrell seconded. The motion passed unanimously by roll call vote.

UNSCHEDULED COMMENTS FROM THE PUBLIC:

None

NEW BUSINESS:

A. Concept Plan – 226 Steven’s Trail

Tim Beavers announced that up for discussion was a Concept Plan for the property located at 226 Steven’s Trail. Mr. Beavers introduced Bill Prince from Burwil Construction to the Planning Commission should they have any questions regarding the property development. Mr. Beavers explained that the property is located between Buddy’s BBQ and Carmax on Steven’s Trail. The tax ID for the subject property is found on Tax Map 19, Parcel 192.68. The parcel is a 1.746 acre site and is zoned PBD (*Planned Business Development District*) requiring submission of a Concept Plan to the Planning Commission for review and approval. The surrounding zoning is listed as PBD District to the north, south, east, and west. Water and sanitary sewer services are available to the property and provided by the City of Bristol Tennessee. The restaurant is proposed to be 8,000 square feet. Mr. Beavers provided the following specific information about the project -

1. Access

Access is proposed from Steven’s Trail via an existing private drive between the proposed developments and existing commercial buildings. The private drive has an access easement agreement.

2. Parking and Lighting

The applicant has provided one hundred nine (109) total spaces with six (6) of those being handicap accessible. The provided spaces exceed the requirement for restaurant or retail use. A photometric plan will be required during the full site plan review and must meet the requirements of the Outdoor Lighting Ordinance.

3. Landscaping

The Zoning Ordinance requires that a landscaping plan be submitted for any new development requiring a site plan under Chapter 10 of the Zoning Ordinance. Landscaping will need to meet the minimum requirements as outlined in Chapters 11 or 11A of the Zoning Ordinance.

4. Signage

All signage must conform to the requirements of the Zoning Ordinance and a sign permit must be obtained.

5. Refuse and Service Areas

A screened in refuse collection area has not been provided. The screening detail will be reviewed during the full site plan review process by staff to ensure conformance to the Zoning Ordinance.

Staff recommended that the Planning Commission approve the conceptual site plan for the one story restaurant building noting conformance to the intent of the Planned Business District provisions as well as The Pinnacle – Phase I Master Plan.

Jason Booher made a motion to approve the concept plan. The motion was seconded by Mahlon Luttrell and passed unanimously by roll call vote.

OLD BUSINESS:

Mr. Beavers suggested postponement of discussion in regards to the Landscape Ordinance and adaptive reuse of commercial buildings in residential zones based on the number of committee members absent. The Planning Commission agreed to the postponement.

OTHER MATTERS:

A. City Council Update

Mr. Beavers announced that City Council passed on second reading, Ordinance 21-10, revising Chapter 7 – Flood Plain Districts of the Zoning Ordinance at their August 3, 2021 meeting. The public hearing was also held at the August 3, 2021 City Council meeting. The revisions became effective on August 20, 2021.

B. FEMA Video

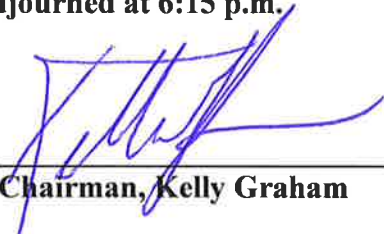
A video was shown to the Planning Commission about flood risks and Flood Insurance Rate Maps (FIRM).

C. Training Update

Tim Beavers reminded the Planning Commission members to pursue the training opportunities available to meet their training requirements. There are general links listed on the training matrix for additional training, please review those and consider those courses for credits. There will be another Property Rights training date scheduled in December. Please update staff on any new training hours gained.

Joel Staton inquired about the January scheduled meeting that falls on the Martin Luther King Jr. holiday. Tim Beavers addressed his question stating the meeting will be brought to the Planning Commission at a later date to be voted on and rescheduled.

With no other business to discuss, the meeting was adjourned at 6:15 p.m.



Chairman, Kelly Graham