

**BRISTOL TENNESSEE MUNICIPAL REGIONAL
PLANNING COMMISSION
MINUTES
September 20, 2021**

Members Present:

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

Staff Present:

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

Members Absent:

Chairman Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:00 p.m. on Monday, September 20, 2021. Mr. Joel Staton performed roll call, and a quorum was declared present.

APPROVAL OF MINUTES:

There being no changes to the August 16, 2021, Planning Commission meeting minutes, Mahlon Luttrell made a motion to approve the minutes as presented and Mark Webb seconded. The motion passed 8-0 by roll call vote (Jason Booher was not present at the time of the vote).

UNSCHEDULED COMMENTS FROM THE PUBLIC:

None

NEW BUSINESS:

A. Special Use Permit – 206 Meadowview Road

Tim Beavers introduced the special use item, and Steven Mott stated that a Special Use Permit application for religious organization use for the property at 202 & 206 Meadow View Road (Tax Map 020H, Group A, Parcel 034.00 & Tax Map 019, Parcel 110.00, respectively) had been submitted. The property is zoned R-1A (Low Density Single Family) District, and a principal structure of approximately 2,990 square feet currently exists on the site and is used for religious organization purposes. The church wishes to construct a 1,200 square foot pavilion on the vacant parcel identified as 206 Meadow View Road. A combination replat is required for the two parcels for a non-principal structure to be constructed at the desired location.

1. Ingress/Egress

The collective properties have road frontage along Meadow View Road and Shankle Drive, a private drive. The access drive on Shankle Drive is to be unchanged.

2. Off Street Parking

No additional parking is needed for the proposed structure due to no expansion occurring at the house of worship and the seasonal and recreational nature of the proposed pavilion.

3. Refuse Areas

Refuse collection areas are located on the site and are collected by the City of Bristol through standard solid waste collection service.

4. Utility Availability

Public water and sanitary sewer service by the City of Bristol are currently available. Electricity is through BTES.

5. Screening & Buffering

New screening or buffering is not proposed within the concept plan. The proposed development is located on a parcel (to be combined) that is without any previous development and is adjacent to a residential lot. Staff recommends a Buffer Area Type B be required along the northwestern property line between the vacant parcel where the structure is proposed and the residential parcel located at 214 Meadow View Road.

6. Lighting and Signage

Should site lighting or signage be proposed for the development, it must conform to all City standards. Bristol's Lighting Ordinance requires a maximum of 0.5 foot-candles along all property lines abutting residential properties. A maximum of 2.0 foot-candles are allowed along all other property lines.

7. Setbacks, Maximum Lot Coverage and Density:

The R-1A zoning setback requirements for other permitted structures apply:

- Front Setback: 50 feet minimum
- Rear Setback: 50 feet minimum
- Side Setback: 25 feet minimum
- Maximum Lot Coverage: 30%

Once the parcels are combined, having frontage on both Meadow View Road and Shankle Drive, *Zoning Ordinance Section 210 Corner Lot Side Yard Requirements* results in side yard setback minimum of 37.5 feet. Because the principle structure's building orientation fronts Shankle Drive, along with the ingress/egress being accessible from Shankle Drive, the property line abutting Shankle Drive is viewed by Staff as the front property line. The property line along Meadow View Road would be considered the side yard.

8. General Compatibility:

To meet the intent of the special use definition the proposed project should not detract from the property or integrity of the zoning district. Staff believes that the project continues the compatibility of the use with the types of development within the area of Meadow View Road and its adjacent properties.

The Special Use Permit was advertised in the August 26, 2021, edition of the *Bristol Herald Courier*. Public notification signs were placed in the neighborhood to announce the request and adjacent property owners were notified of the request by letter. As of September 14, 2021, one comment form has been returned to the City. This form expressed approval of the Special Use Permit application. No other comments have been received.

Staff recommended that the Planning Commission approve the special use permit for religious organization use as shown on the concept plan with the following conditions:

- 1) A combination replat for the subject parcels must be approved.
- 2) A Buffer Area Type B required along the property line between the parcel at 206 Meadow View Road and the residential parcel located at 214 Meadow View Road.

Steven Mott shared that representatives for the church were in the audience. Tim Schafer (4105 Highway 106, Bluff City, TN), introduced himself as representing the church. After general discussion, Mark Webb made a motion to approve the Special Use Permit as recommended by staff. The motion was seconded by Kevin Buck, and passed unanimously by roll call vote.

B. Final Plat – The Reserve at Leonard Farms Replat (42, 43, 44 Mountain Vista Drive)

Tim Beavers introduced the next item and Steve Blankenship presented the request for a final plat for The Reserve at Leonard Farms (42, 43, 44 Mountain Vista Drive). The subdivision plat creates three lots located off of Mountain Vista Drive, a private road, within The Reserve at Leonard Farms. The total size of the lots is a 1.91 acres. The property is zoned R-1A (Low Density Single Family District). Water and sanitary sewer is available to the property. Preliminary approval of the plat was granted in 2003. Staff reviewed the plat and it meets the requirements of the Subdivision Regulations and Zoning Ordinance.

Staff recommends that the Bristol Municipal Regional Planning Commission grant final approval for The Reserve at Leonard Farms Subdivision Plat, noting conformance to the Bristol, Tennessee Subdivision Regulations, as well as the Bristol, Tennessee Zoning Ordinance.

After a brief discussion Jason Booher made the motion to approve the final plat. The motion was seconded by Mark Webb, and passed unanimously by roll call vote.

Old Business

A. Discussion – Landscape Ordinance Update

Tim Beavers reopened the topic of possible revisions to the Landscape Ordinance. The Planning Commission previously discussed the possibility of requiring certain colors for buffer fencing. Ms. Young summarized the issue and reported that staff had researched the issue and found no jurisdiction in Tennessee which mandated colors for fencing. Staff obtained sample swatches of paint and or coating for fences from several home improvement store and included them in the packets. Ms. Young offered that the staff concern is that it is hard to define and regulate what might be an acceptable color for a fence. Mr. Beavers echoed the difficulty staff sees in defining and regulating color. The staff suggestion is to not regulate color at this time.

The Planning Commission discussed the topic at length and evaluated the options available ranging from adopting an approved palette, prohibiting certain colors, prohibiting multiple colors on a fence, and removing the fence option from the buffering options all together. The Planning Commission discussed the pros and cons of each option.

Following a discussion, Jason Booher made a motion to regulate color on required buffer fencing utilizing a color pallet range. Margaret Feierabend seconded the motion. Discussion ensued. A roll call vote was taken and the motion failed 5 to 4 with Kelly Graham, Joel Staton, Kevin Buck, Andrew Snyder, and Tekai Shu voting against the motion.

Jason Booher then made a motion to remove fencing as a buffer option. Margaret Feierabend seconded the motion. Discussion ensued. A roll call vote was taken and the motion failed 7 to 2 with Kelly Graham, Joel Staton, Kevin Buck, Andrew Snyder, Tekai Shu, Mark Webb and Mahlon Luttrell voting against the motion.

Staff will bring back a final draft of the ordinance for a vote by the Planning Commission.

B. Discussion – Adaptive Reuse of Commercial Buildings in Residential Zones

Tim Beavers introduced the topic of adaptive reuse of commercial buildings in residential zones and introduced Cherith Young as the presenter. Mrs. Young began the discussion with the topic of a chart that had been distributed previously to the Planning Commission. The chart outlines various residential zoning districts and their existing uses. Mrs. Young continued the conversation by asking how the Planning Commission would like to revise the list.

Mr. Booher asked if this would follow the special use permit type process. Mrs. Young stated that this would go through a similar process unless the Planning Commission directed otherwise. Mr. Beavers expanded on Mrs. Young's statement by saying that it would look at characteristics and criteria similar to the current special use permits, but that when looking at criteria for adaptive reuse that additional criteria would ideally be developed for adaptive reuse.

Mr. Beavers then turned the conversation towards discussing the importance of first establishing what uses the Commission is comfortable with within each zoning district. Mr. Booher stated that he is fine with all of the uses in the list of suggested uses within their packet with the exception of the NAICS code 54 and cited the uses listed under what the category showed on the list. Mr. Beavers stated that the uses under 54 on the list were to be "except for" and highlighted that this would be made clearer for the next planning commission meeting.

Mayor Luttrell continued the topic of adaptive reuse by citing an example of a project within Bluff City where they adapted an old school into a facility with non-profit organizations housed within the project. The different uses within these were discussed among Mayor Luttrell, Mr. Webb, and Mr. Booher. Mr. Beavers asked if planning commission were to look at this if there were certain non-profit uses that they would want to exclude. For example, non-profits where overnight stays may be allowed.

Mrs. Young stated that the last question that she has to discuss is regarding multifamily residential uses within the context of adaptive reuse. She asked Planning Commission if they would consider multifamily developments within districts, which would be tied to a formula restricting the developments within their current maximum unit density, respective to each district. Multiple planning commissioners stated that they would be interested in allowing multifamily under this adaptive reuse process.

Staff requested Planning Commission members to review the use charge and provide feedback. Staff will continue to develop the use chart and maximum residential unit density.

OTHER MATTERS:

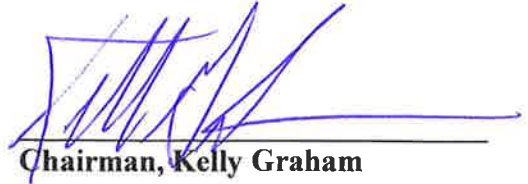
A. City Council Update

Mr. Beavers stated that there were no items for consideration by the City Council at the September City Council meeting.

B. 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 given by Danielle Smith.

With no other business to discuss, the meeting was adjourned at 7:45 p.m.



Chairman, Kelly Graham