

BRISTOL TENNESSEE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING MINUTES

Easley Municipal Annex
104 8th Street | Bristol, TN 37620
October 16, 2023
5:00 PM

Members Present:

Jason Booher, Chairman
Mark Webb, Vice-Chairman
David Akard III, Secretary
Tekai Shu, Vice-Secretary
Mahlon Luttrell
Lea Powers
Kelly Graham
Matt Slagle

Staff Present:

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

Members Absent:

Andrew Snyder

CALL TO ORDER AND ROLL CALL

Chairman Jason Booher called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 5:00 PM on Monday, October 16, 2023. A roll call was performed, and a quorum was declared present.

APPROVAL OF MINUTES

Lea Powers motioned to approve the September 18, 2023 meeting minutes. Mahlon Luttrell seconded the motion. The vote in favor was unanimous.

UNSCHEDULED COMMENTS FROM THE PUBLIC

None.

NEW BUSINESS

A. Rezoning

1. Highway 394 / Old Thomas Bridge Road (RZZ23-608)

Representative: Ron Ramsey, Ron Ramsey and Associates

Cherith Young presented a rezoning application and history of the parcel for property located at 3573 Highway 394 and 304 Old Thomas Bridge Road. The property owners originally requested to rezone the property from R-1A to a combination of B-3 and R-3 zoning. The Planning Commission voted unanimously to send an unfavorable request to City Council on this request during the September 18

meeting. The property owners amended their application after the September meeting to request a combination of B-3 and PRD (Planned Residential District). This proposal was presented to City Council during the work session on September 26th. City Council directed staff to present the alternative to the Planning Commission before the Council would consider it at first reading. The revised request consisted of 17 acres designated as B-3 and 62 acres designated as PRD. The new proposal reduced the number of residential units that could be constructed on the property. Ms. Young clarified that the maximum density numbers provided were based on acreage but didn't consider other development factors like topography, setbacks, and utilities. Ms. Young mentioned that public notification signs had been updated, and they had received two letters against the rezoning and three in favor, including one from the property owner. She recommended a favorable recommendation to City Council, highlighting that the proposed rezoning aligned with the future land use plan.

Discussion ensued regarding units per acre, buffering, future land use and setbacks.

Ron Ramsey (500 Dunlap Road) shared details about the history and intention of the rezoning request. He discussed the need to rezone the property and the conversations that took place with city staff. He described the development plans, including the desire for businesses along the front of the property and single-family residential developments in the back, emphasizing that there were no plans for rental properties. Mr. Ramsey shared the property owner's cooperative and transparent approach in the rezoning process. He also indicated the urgency of the matter due to an upcoming option expiration.

Tim Guinn (356 Ridgetop Top Drive) expressed his concerns regarding the proposed PRD District and its impact on the neighborhood. He discussed his desire for high-end developments with open recreational spaces that would enhance the community and increase property values.

Matt Slagle motioned to accept Staff's recommendation to send a favorable recommendation to City Council to rezone the property located at 3573 Highway 394 and 304 Old Thomas Bridge Road to B-3 and PRD. Mahlon Luttrell seconded the motion. The vote in favor was unanimous.

2. 425 Grace Hills Drive (RZZ23-609)

Jason Booher presented a rezoning application for property in the Urban Growth Boundary located at 425 Grace Hills Drive. The applicants, Christopher and Hannah Dover, sought to rezone their property from R-1 to A-5 to allow for a larger accessory structure.

David Akard motioned to accept Staff's recommendation to send a favorable recommendation to the Sullivan County Commission to rezone the property located at 425 Grace Hills Drive to A-5. Mark Webb seconded the motion. The vote in favor was unanimous.

B. Final Plat

1. Hudson Terrace Phase 1A Condo Plat (SUB23-34)

Jason Booher provided an overview of the minor replat. No discussion ensued.

Lea Powers motioned to accept Staff's recommendation to grant final approval for the replat of Hudson Terrace Phase 1A - Condo's Location Overlook Subdivision. Mahlon Luttrell seconded the motion. The vote in favor was unanimous.

2. Fox Meadows Phase 4A, Lots 136 & 152-173 (SUB23-38)

Jason Booher presented an overview of the request. Cherith Young discussed the minor amendment to the preliminary plat involving a slight shift in the stormwater line and easement that was previously presented to the Commission and noted the surety estimate was \$209,086.

David Akard motioned to accept Staff's recommendation to approve the final plat and accept the surety estimate of \$209,686 for Fox Meadows Subdivision, Phase 4A, Lots 136 and 152-178. Mark Webb seconded the motion. The vote in favor was unanimous.

C. Subdivision Regulations Waiver Request: Cemetery Road

Jason Booher presented an overview of the 50-foot road frontage waiver request in the Urban Growth Boundary (UGB) and noted this was a final action item for the Planning Commission.

Tim Lingerfelt (422 East Market Street) thanked Staff and the Planning Commission for their help and cooperation.

Mark Webb motioned to accept Staff's recommendation to approve the waiver request at 36.16 feet. Matt Slagle seconded the motion. The vote in favor was unanimous.

D. Surety Extension: Centre Pointe Plat

Jason Booher discussed the dedication of Centre Pointe Drive and extending the surety for one year. The surety was increased from \$331,843.89 to \$365,028.28.

Lea Powers motioned to accept Staff's recommendation to approve the updated surety extension of \$365,028.28 and extend the period for the required completion of public improvements for up to one year from October 16, 2023. Mahlon Luttrell seconded the motion. The vote in favor was unanimous.

E. Sullivan County Text Amendments

Jason Booher discussed a text amendment to the Sullivan County Zoning Resolution concerning public and temporary events. Staff recommended approving the request, but concerns were raised during the discussion. Several members expressed concerns about the lack of specificity and defined limits for temporary special events. The text amendment removed previous limitations, such as the number of days allowed for certain events. There were also concerns about the role of the Board of Zoning Appeals in the approval process.

Mahlon Luttrell motioned to accept Staff's recommendation to approve the proposed text amendments. Mark Webb seconded the motion. The vote in favor was 1-7 opposing Staff's recommendation. Mark Webb voted in favor. An unfavorable recommendation will be forwarded to the Sullivan County Commission for both text amendments.

F. Street Naming: Tennessee Hills Way

Jason Booher discussed the request to rename "College Drive", an existing private drive to "Tennessee Hills Way". Cherith Young provided additional information about the road's future extension and connection to a TDOT project.

David Akard motioned to accept Staff's recommendation to send a favorable recommendation to City Council to rename "College Drive" to "Tennessee Hills Way". Mark Webb seconded the motion. The vote in favor was unanimous.

G. Planning Commission Bylaws Amendment

Jason Booher discussed his proposed revisions to the Planning Commission Bylaws. These changes were presented in September and a redline copy was included in the packets.

Discussion ensued regarding additional amendments to the language in the bylaws. Danielle Smith stated additional revisions would need to be voted on during the next Planning Commission meeting.

The following amendments were added to be voted on during November's meeting:

1. Article 3, Section 1: Add an amendment to clarify that "officers shall be elected from the appointed members of the planning commission" and that members designated as members of the council are not eligible to serve as officers.
2. Article 4, Sections 2 and 4: Amend Section 4 to reflect the same language as Section 2 for consistency. Use the phrase "majority vote of the entire membership of the planning commission."
3. Article 6, Order of Business: Correct numbering, ensuring a sequential order in Section 6, following 1, 2, 3.
4. Article 9, Amendments: Retain "two-thirds vote of the entire membership of the planning commission" for bylaw amendments, ensuring that bylaws changes require a two-thirds majority of all members, not just those present.
5. Introduce a requirement for a unanimous five-member vote for all final actions, as opposed to simple majority votes for special use permits and similar decisions.

Lea Powers motioned to approve the red-line amendments presented for consideration on October 16 to the Planning Commission Bylaws. Mahlon Luttrell seconded the motion. The vote in favor was unanimous.

OLD BUSINESS

None.

OTHER MATTERS

A. Discussion: Project Updates

1. West State Street Corridor

Cherith Young provided updates on the West State Street Corridor study, indicating that the draft report should be available early next week. Staff is planning a public meeting in early November to discuss the study's options and alternatives, with a subsequent council presentation scheduled for the work session in November.

2. Highway 394

Cherith Young stated Staff is meeting with TDOT staff on October 17, 2023.

B. City Council Update

None.

C. Training Update

Cherith Young canvassed Commissioners for future in-person and virtual training opportunities, highlighting the annual property rights training in December.

D. Site Plan and Subdivision Plats Report

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

ADDITIONAL COMMENTS

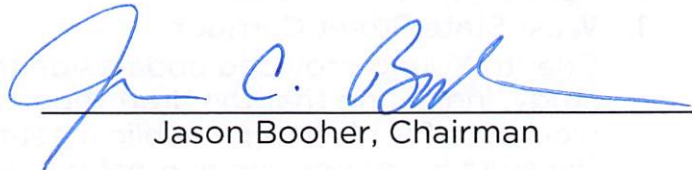
Jason Booher expressed gratitude to Staff for their hard work in transitioning to a new chair and highlighted the importance of maintaining efficient meetings while valuing input and constructive feedback from the Planning Commission members. He clarified that members should feel free to ask for broad or detailed staff presentations, emphasizing that the goal is not to limit discussions when necessary. He also mentioned plans to have a representative from the school system present at next month's meeting to discuss school capacity concerns related to residential development.

David Akard commended Staff on removing the RVs from Cedar Valley and Staff's work on the 394 Rezoning. Additional discussion ensued regarding temporary campgrounds and ordinance amendments to reduce the number of temporary campgrounds.

Kelly Graham inquired about his request for information regarding the de-annexation and the suit against the Planning Commission. Cherith Young clarified the complaint was related to the Planning Commission's denial of the subdivision waiver request on Cant Hook Hill Road. She provided copies of the memo to City Council which summarized the de-annexation process.

ADJOURNMENT

With no other matters to present to the Commission, Chairman Jason Booher adjourned the meeting at 6:39 PM.



Jason Booher, Chairman