

**BRISTOL TENNESSEE MUNICIPAL REGIONAL
PLANNING COMMISSION
MINUTES
January 28, 2019**

Members Present:

Kelly Graham, Chairman
Mark Webb, Vice-Chairman
Joel Staton, Secretary
Scott Gaynor
Kevin Buck
Margaret Feierabend
Jack Young

Staff/Others Present:

Tim Beavers
Danielle Kiser
Cherith Young
Ross Peters
Heather Moore
Steve Blankenship
Christy Justice

Members Not Present

Mark Byington

Mr. Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:00 p.m. on Monday, January 28, 2019. Mr. Joel Staton performed roll call and a quorum was declared present.

APPROVAL OF MINUTES:

There being no corrections or additions to the December 17, 2018 minutes, Mr. Mark Webb made a motion to approve the minutes as presented; Mr. Scott Gaynor seconded the motion. The motion carried unanimously.

UNSCHEDULED COMMENTS FROM THE PUBLIC:

None

OLD BUSINESS:

Mr. Tim Beavers updated the Commissioners on the recent activity moving through the City Council at their January 8, 2019 meeting, which included an approval by the City Council to approve a grant application which would fund design guidelines for three historic districts as well as a rezoning request for English Street. Mr. Beavers indicated that the English Street rezoning became effective on January 25, 2019.

NEW BUSINESS:

A. Subdivision – Chadsworth Phase 3 & 4

At this time, Mr. Jack Young joined the meeting. Mr. Ross Peters presented information on the subdivision request. Manchester Group, Inc. requested preliminary approval of a 13.74 acre subdivision being the remainder of the undeveloped lands of Chadsworth. The subdivision is located off of Old Jonesboro Road and Trammel Road and connects to Manchester Place. The property was zoned R-1A, R-1B, and R-2. The subdivision plat proposed to create a total of forty-three (43) lots, with one (1) fronting on Old Jonesboro Road, twelve (12) lots fronting on the proposed extension of Manchester Place, three (3) lots fronting on the existing Manchester Place, and twenty-seven (27) lots fronting on the proposed extension of Kingsley Down Road. Staff concluded that the plat met all the requirements of the Bristol, Tennessee Subdivision Regulations. Staff recommended that the Bristol Tennessee Municipal Regional Planning Commission grant preliminary approval of the Chadsworth Phase III & IV Subdivision plat.

Mr. Kelly Graham asked for a reminder as to why this request was tabled from the November 2018 Planning Commission meeting. Mr. Peters indicated that there was concern about through traffic and the developer agreed to revise the plat to make the changes to the road. Mr. Beavers specified that staff agreed with the revised plat because the subdivision did not require a second entrance due to the amount of lots included in the subdivision.

Mr. Tim Carter, 116 Stonehenge Road, developer, indicated that he tried to connect the road to Old Jonesboro Road, but, he indicated, that if it were developed like that it would take away four lots. Mr. Graham questioned if this would be the last phase of the development. Mr. Carter indicated that this will be the final phase.

Mr. Graham asked if a calming devise would be allowed to be installed in the subdivision to cut down on speeding within the development. Mr. Beavers indicated that calming devises were currently not allowed on roads within the City of Bristol, Tennessee. Mr. Graham questioned why they were not allowed. Mr. Beavers indicated that studies had shown that they traffic calming devises do not slow traffic much, and typically they are used as a ramp for jumping; Mr. Beavers also indicated that, for snow removal purposes, they were problematic.

Mr. Webb questioned if street parking was permitted. Mr. Beavers stated that parking was allowed unless it became a safety issue.

Mr. Jack Young made a motion to grant preliminary approval of the plat with staff's recommendation; Mr. Mark Webb seconded the motion. The motion carried unanimously.

B. Subdivision - Tenneva

Mr. Ross Peters presented information on the subdivision request. Tenneva, LLC was requesting preliminary and final subdivision approval of a 3.266 acre subdivision. The subdivision was located off of W. State Street and Shelby Street between the Volunteer Parkway and 10th Street. The property was zoned B-2E. The subdivision plat proposed to create a total of four (4) lots, with

two (2) lots fronting on W. State Street and two (2) lots fronting on Shelby Street. The purpose of the plat was to prepare for a redevelopment project and future extension of the right turn lane onto Volunteer Parkway. Staff concluded that the preliminary plat met all the requirements of the Bristol, Tennessee Subdivision Regulations. Staff recommended that the Bristol Tennessee Municipal Regional Planning Commission grant preliminary and final approval of the Replat Properties of: TENNEVA, LLC, Fred D. Slaughter, Free Service Tire Company, Inc., and The City of Bristol, Tennessee.

Ms. Margaret Feierabend made a motion to grant preliminary and final approval of the subdivision plat; Mr. Kevin Buck seconded the motion. The motion carried unanimously.

OTHER MATTERS:

A. Signage Standards Discussion

Ms. Cherith Young opened discussion on signage standards. During the December 19, 2018 Planning Commission meeting, Commissioners and staff discussed methods to update and improve Bristol's current sign regulations. Staff indicated that during the December discussion, electronic message boards appeared to stand out as an important element. Thus, the comparative sign matrix included in the January packet focused on electronic message boards. Staff suggested additional follow-up discussion concerning the Commissioners' interest in the formation of a Sign Subcommittee.

Ms. Margaret Feierabend expressed her opinion that she liked the fact that other cities made exceptions for schools and churches to allow electronic message boards with regulations that they had to follow. Ms. Feierabend also indicated that she was interested in the tourist accommodation district for Bristol Motor Speedway and the Bristol Chamber of Commerce. Discussion ensued concerning Bristol, Tennessee's current electronic message board sign regulations and the common concern was if electronic message boards should be allowed in residential areas, specifically for schools and churches. Concern was expressed that the lighting from electronic message boards within and adjacent to residential areas would be disturbing to those neighborhoods. There was some discussion that there wasn't much difference between a lighted sign and an electronic message board sign. Mr. Scott Gaynor suggested that if electronic message board signs were allowed in residential areas that there should be a limit to the hours that the sign be allowed to display and the size of the sign should be limited. Mr. Jack Young suggested that allowing electronic message boards be considered for each zone rather than considering them for specific business such as schools, churches, etc. Ms. Margaret Feierabend expressed her opinion that she preferred that electronic message boards not be allowed in the B-2E zone and the downtown area. Staff agreed to take the Commissioner's suggestions and move forward next month.

Mr. Kelly Graham indicated that he felt as though assigning a subcommittee to update sign regulations would not be necessary due to conflict of interest. Mr. Graham suggested that the Planning Commission was able to make decisions concerning signage. There was agreement among the other Commissioners that a subcommittee was not necessary. The Commissioners also

offered to solicit information from the community to gather their opinions on electronic message board signs.

Discussion ended.

B. Design Standards Project

Mr. Tim Beavers opened discussion on the design standards project. During the meeting on December 17, 2018, the Planning Commission discussed a proposed “menu” of options for architectural elements to be included in the Business District chapter (Chapter 4) of the Zoning Ordinance where the existing design standards are contained. Staff had also suggested that a subcommittee of the Planning Commission review and finalize a menu of architectural design elements to be reviewed by the entire membership once deemed satisfactory by the subcommittee. Staff also proposed the creation of a printed booklet to help communicate the aesthetic design standards to property owners and developers. The Commission had directed staff to consult an architect as they would have knowledge of basic elements for design standards. Staff had discussed the project with local architects and received confirmation that they were willing to help with the project and provide feedback to the Planning Commission and staff. To move forward with this project, staff requested guidance on a few key points; such as a possible work session prior to the meeting on February 18, 2019, suggestions for outreach with the business and development community on the topic of design standards, and finalizing revisions for the B-2E ordinance.

The Commissioners agreed to hold a work session at 5:00 p.m. on February 18, 2019 an hour prior to the regularly scheduled Planning Commission meeting. The Planning Commission discussed the possibility of holding regular work sessions to work on projects and review agenda discussion items.

C. Tiny House Information Discussion

Mr. Tim Beavers opened discussion on tiny houses. During the December 17, 2018 Planning Commission meeting, staff presented a brief overview of tiny houses with a summary of the growing interest in tiny house developments in Bristol and other communities. Staff researched the topic and found that very few municipalities in our region have any specific regulations adopted. The City of Bristol Zoning Ordinance will allow a site-built tiny home anywhere a single family home is allowed but has no means for allowing a development where multiple tiny homes are sited on fee-simple subdivided lots, on condominium lot, or leased lots. Staff concluded that they had discussed the concept of a regional working group on tiny houses during the quarterly meeting of the State of Franklin division of the American Planning Association/Tennessee Chapter meeting on January 18, 2019. Other planners reported that they also received inquiries about tiny house development in their communities but did not have any regulations in place to guide such developments. Several communities were interested in working collectively on the issue and efforts to schedule a first meeting were underway. Staff proposed to bring forward a draft text amendment to include tiny homes within the Mobile Home District for consideration in the near future.

Ms. Margaret Feierabend suggested that green space be included as a requirement for tiny home development districts.

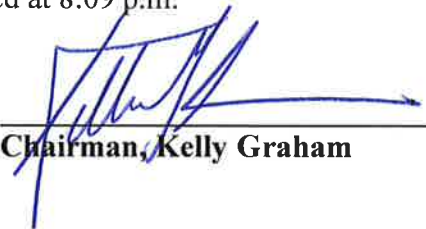
The Commissioners charged staff with drafting an ordinance to include tiny homes. Mr. Kelly Graham requested that staff include, with the draft, staff's decisions on how the draft was formed. Mr. Jack Young suggested that staff also include original literature regarding the pros and cons of tiny home development.

STAFF UPDATES:

Mr. Tim Beavers reminded the Commissioners that their disclosure agreement needed to be completed by January 31, 2019. Mr. Beavers also informed the Planning Commission that there was a Board of Zoning Appeals meeting scheduled for February 21, 2019 because staff received an application for a variance on a drive way.

Mr. Joel Staton inquired as to when the mobile sign located on Volunteer Parkway would be permanently installed. Mr. Beavers indicated that the sign was put in place as a visual for the City Council to look at as a potential for a future directional sign, but that the sign should be removed soon.

With no other business to discuss, the meeting was adjourned at 8:09 p.m.



Chairman, Kelly Graham