

# BRISTOL TENNESSEE MUNICIPAL REGIONAL PLANNING COMMISSION MEETING MINUTES

Slater Community Center  
325 McDowell Street | Bristol, TN 37620  
March 20, 2023  
6:00 PM

## **Members Present:**

Kelly Graham, Chairman  
Mark Webb, Vice-Chairman  
Joel Staton, Secretary  
David Akard III, Vice-Secretary  
Lea Powers  
Tekai Shu  
Mahlon Luttrell  
Andrew Snyder  
Jason Booher

## **Staff Present:**

Cherith Young  
Danielle Smith  
Ross Peters  
Carty Leonard  
Steve Blankenship  
Bretta Morenings

## **CALL TO ORDER AND ROLL CALL**

Chairman Kelly Graham called the Bristol Tennessee Municipal Regional Planning Commission meeting to order at 6:01 PM on Monday, March 20, 2023. A roll call was performed, and a quorum was declared present.

## **APPROVAL OF MINUTES**

Mark Webb motioned to approve the February 20, 2022, meeting minutes. David Akard seconded the motion. The vote in favor was unanimous.

## **UNSCHEDULED COMMENTS FROM THE PUBLIC**

None.

## **NEW BUSINESS**

### **A. R-3 Special Use Permit Amendment**

Cherith Young presented an overview of the R-3 District and discussed Staff's Zoning Ordinance criteria and redline recommendations to add a restaurant use to the R-3 district as a special use permit (SUP) to the Zoning Ordinance. She noted B-1A and B-1B allow for full-service, limited-service and special food service restaurants. She discussed drive-thru allowance, screening, hours of operation, recreation/performance areas and setbacks.

Discussion ensued regarding NAICS code 7223, food trucks on public and private property, mobile temporary vending unit regulations in the Zoning Ordinance, special use permits, proposed stipulations and pick-up and drive-thru window services.

Staff recommended to add the restaurant use to the R-3 district as a special use permit (SUP). Lea Powers motioned to approve the staff recommendation (with the following revision – Remove NAICS code 7223 from the SUP.) David Akard seconded the motion. The vote in favor was unanimous.

## **OLD BUSINESS**

Jason Booher discussed the Commission’s history with the sign ordinance. He stated the existing ordinance was not enforceable as written and asked Staff to propose a recommendation next month.

## **OTHER MATTERS**

### **A. Discussion: Sign Ordinance**

Cherith Young presented Staff’s suggestion for hosting a work session.

Discussion ensued regarding steps involved to create and enforceable ordinance and proposed work session dates. Jason Booher discussed enforceable options with the Commission. Lea Powers requested Staff develop a concise, enforceable strategy. Danielle Smith advised the Commission the review process is a difficult process. Ms. Young discussed Staff’s current enforcement strategy and challenges with conveying the ordinance to the community.

Jason Booher requested that his comment on signs be included in the meeting minutes, repeating that taking “scissors” to the ordinance should be a simple and quick process. Discussion ensued regarding potential meeting times and timelines for completing a draft ordinance. Ms. Powers advised the Commission to come prepared for the work session and requested Staff send proposed meeting times.

Ms. Smith suggested Staff hold a special called meeting instead of a work session so the Commission could act if the draft is approved during the first meeting, and noted public notice must be published beforehand.

### **B. Discussion: B-4 District**

Cherith Young discussed the procedure to create a new zone requested by the Planning Commission and presented regulations and permitted uses for the proposed B-4 District

Discussion ensued regarding B-3, M-1 and M-2 Districts and their permitted uses, proposed location of B-4 districts, NAICS codes, and potential businesses to remove from B-3 Districts. Lea Powers stated the B-4 District creates additional difficulties as B-3 and M-1 Districts that contain similar businesses currently exist and noted creating a B-4 zone may further complicate the Zoning Ordinance.

Kelly Graham reviewed the initial intent for creating B-4 Districts and stated rezoning to a B-4 district would be by request. Jason Booher inquired about moving certain businesses in B-3 to industrial districts instead of creating a new district. The Commission agreed to move forward with removing specific business types from B-3 and to not pursue creation of a B-4

district at this time. Ms. Young discussed additional options for the Commission to consider and confirmed Staff would share prospective B-4 areas at the request of Lea Powers.

Zach Mullins, 776 Old Jonesboro Road, asked the Commission to review the 6,500 ft<sup>2</sup> lot requirement as a car requires approximately 43 ft<sup>2</sup>, and noted buses and tractor-trailers take up considerably more space, which limits wrecker services on the quantity and size of vehicles they can service. Ms. Powers inquired about relocating wrecker services to the Urban Growth Boundary as there is more space and requested information regarding the police department's (PD) policy requiring wrecker services be located in the city. Danielle Smith stated the Zoning Ordinance has no bearing on the PD's policies and said they could reconsider their wrecker service policy.

Discussion ensued regarding relocating wrecker services within the Urban Growth Boundary, PD's policies, Sullivan County's rezoning moratorium, and junkyard code enforcement updates. Ms. Powers asked Ms. Young to review the budget and ensure the codes enforcement department is properly staffed to handle future enforcement initiatives.

#### **C. Discussion: B-1A and B-1B**

Cherith Young presented the history of general merchandise stores and B-1A and B-1B, noting City Council did not move forward with adding the item to the Council's March agenda for the required first and second readings, and public hearing.

Discussion ensued regarding City Council's processes and locations of similar general merchandise stores. Jason Booher stated the Commission should not take further action since City Council did not adopt their recommendation. Danielle Smith stated no action was required by Planning Commission if the Commission does not have additional recommendations to City Council on this subject. Lea Powers discussed the number of similar stores and zoning districts in the city. She then reviewed an excerpt from the Kiplinger Letter regarding blocked dollar store proposals in multiple municipalities.

Kelly Graham asked if there was any objection to calling the question. Hearing none, Jason Booher motioned to rescind his recommendation from February to include NAICS code 452990 in B-1A and B-1B Districts to City Council. David Akard seconded the motion. The vote in favor was 8-0. Kelly Graham abstained.

#### **D. Discussion: Project Updates**

##### **1. West State Street Corridor**

Cherith Young stated the corridor study is progressing. She noted over 500 individuals completed the survey and encouraged the Commission to complete the survey.

##### **2. Highway 394**

Cherith Young stated Staff is working on mapping and will schedule additional meetings and review the prospect of hiring a consultant. Lea Powers stated Council met with state legislators regarding the corridor and was advised to act on the study as expeditiously as

possible and discussed the use of a consultant. Ms. Young stated Staff would meet as quickly as possible and discuss the consultant bid process.

**E. City Council Update**

Cherith Young noted that the Ardent/Galloway annexation passed seconding reading in March. She discussed the first readings for two ordinances – one to assign zoning for the Ardent/Galloway annexed properties and the second was for the Golf Street rezoning.

**F. Training Update**

Cherith Young stated Staff will plan an in-person training after the sign ordinance is complete.

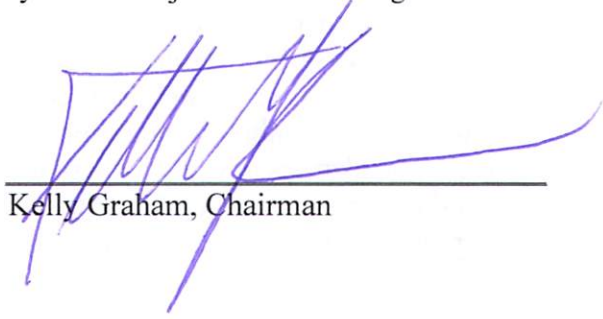
**G. Site Plan and Subdivision Plats Report**

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

David Akard asked the Commission to complete a survey Sullivan County created for feedback on the Holston River and South Holston Dam.

**ADJOURNMENT**

With no other matters to present to the Board, Chairman Kelly Graham adjourned the meeting at 7:44 PM.



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Kelly Graham, Chairman