

MEETING NOTICES

The Jonesborough Planning Commission and Board of Zoning Appeals will meet in Regular Session at 6:00 p.m., Tuesday, October 29, 2024, in the Board Room at the Town Hall, 123 Boone Street, Jonesborough, TN.

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423-753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 4:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the Town Recorder at meetings of the Board of Mayor and Aldermen, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.

Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the meeting's Agenda

Opening Prayer

Pledge to the Flag

BOARD OF ZONING APPEALS

Agenda

Call to Order

1. Public Comments
2. Approval of Minutes
3. Request for a variance for the side yard requirement for an accessory building apartment located at 118 Charlem Hills Road

JONESBOROUGH PLANNING COMMISSION

Agenda

1. Call to Order

1. Public Comments

2. Approval of Minutes

OLD BUSINESS

3. Request for approval of a revised grading bond for the new Starbucks, East Jackson Boulevard

NEW BUSINESS

4. Request for approval to rezone the Green Property, 252 Ridgecrest Road, Washington County, TN from R-1 (Low Density Residential) to A-1 (General Agricultural District)

5. Request for approval of an accessory building apartment located at 118 Charlem Hills Road

6. Request for approval of a final plat for Sangid Property Subdivision located on Tavern Hill Road and Hairetown Road

7. Request for approval to Rescind Partial Release of Irrevocable Letter of Credit #520 for Skyline Landing Development

8. Request for approval of a Monument Sign for Skyline Landing Development

9. Adjournment

JONESBOROUGH BOARD OF ZONING APPEALS

AGENDA PRESENTATION

ATE: October 29, 2024 AGENDA ITEM #: BZA-2

SUBJECT: Approval of Minutes

Attached for approval are the minutes of the September 17, 2024 Board of Zoning Appeals meeting.

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES

SEPTEMBER 17, 2024

The Jonesborough Board of Zoning of Appeals met in regular meeting on Tuesday, September 17, 2024 at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Bill Graham, Frank Collins, Terry Countermine, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Josh Conger

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

Chairman Tom Foster noted a quorum was present and called the meeting to order.

1. **Public Comments** – There were no Public Comments
2. **Variance Request for Sideyard Setback Requirements for Units 231 and Units 241 of Bradford Park PUD Phase 4**
Presented by: Jeff Jones, 685 Shadden Road, Gray, TN

BG & MLS Investments has requested a setback variance to the exterior “side” property lines to the west and east, and more specifically Units 231 and 241 of the Bradford Park PUD (Planned Unit Development) Phase 4. The subject property is located on Union Church Road and further described on Washington County Tax Map 52-F, Group D, Parcels 6.01, 6.02, and 6.03. The property contains approximately 0.90 acres, is zoned R-1A Low Density Residential District, and the original development of the 6 units was not a Planned Unit Development (PUD) and the setbacks were less restrictive. Based on the R-1A zoning, the units meet the side yard setbacks however under PUD, a variance would need to be granted for Unit 231 (setback ranges between 12.09 and 12.84) would require a variance of 12.91 feet; and Unit 241 (setback at 13.28 feet) would require a variance of 11.72 feet. In Staff’s review of the history of development of the subject property, developing under only the R-1A setback requirements, and then changing the development to a PUD but under the same Homeowner’s Association of the other phases of Bradford Park that have been approved by the Planning Commission, do not find the variances to negatively impact the neighboring properties to the west and east, and the PUD process would provide for more private restrictions on the subject units

Chairman Foster read the Staff recommendation to approve the side yard variance requests for Unit 231 of 12.91 feet, and Unit 241 of 11.72 feet as part of the Bradford Park PUD Phase 4 plan, as presented. Chairman Foster asked Commissioners if they had any questions or comments and with there being none, called for a motion.

Motion: Bill Graham made to motion to approve the variance for the Sideyard setback requirements for Units 231 and 241 of the Bradford Park PUD (Planned Unit Development) Phase 4, as presented. Richie Hayward seconded the motion and it was duly passed.

3. Approval of Minutes – Meeting of August 20, 2024

Terry Countermine made the motion, seconded by Robin Harpe, to approve the minutes of the Board of Zoning Appeals for the August 20, 2024 meeting as presented. The motion was duly passed.

With there being no further business for discussion, Chairman Foster adjourned the meeting.

JONESBOROUGH BOARD OF ZONING APPEALS

AGENDA PRESENTATION

DATE: October 29, 2024 **AGENDA ITEM #:** BZA-3

SUBJECT: Variance for Side Yard of a Accessory Building Apartment

BACKGROUND:

Eva LaFountain Garrett is requesting a variance to locate an accessory building apartment located at 118 Charlem Hills Road in the side yard. Accessory buildings are required to be in the rear yard. The subject property is further described on Washington County Tax Map 59-E, Group B, Parcel 6.00, contains approximately 41,000 square feet (0.94 acres), and the zoning is R-1. The building is to be constructed for a 2-car garage with storage, and an apartment above (mother-in-law quarters).

The single-family residence is located far back into the property with insufficient space to locate an accessory building in the rear of the home. The proposal is that the accessory building be in the **side** yard and parallel with the existing single-family home. The building measures 30'x40' or 1,200 square feet, and a height of 25 feet.

This type of use requires Planning Commission approval; however, the PC may not approve unless the variance is granted by the Board of Zoning Appeals. Staff does not find that locating the accessory building parallel to the existing home is detrimental to the public or have a negative impact on the immediate neighbors. The proposed accessory building, like the home, is quite a distance from the public road with a large front yard open space.

RECOMMENDATION:

Grant the variance for the accessory building apartment to locate in the side yard, as presented.



TOWN OF JONESBOROUGH

123 BOONE STREET
JONESBOROUGH, TN 37659
TELEPHONE (423) 753-1030
FAX (423) 753-1074

Jonesborough:

**Planning Commission; Board of Zoning Appeals;
Design Review Commission; Board of Mayor & Alderman**

Owner/Applicant: Eva LaFountain Garrett Phone Number: 208-659-9777

Representative
Attending Meeting: Eva LaFountain Garrett Phone Number: 208-659-9777

Site Location/Area: 118 Charlem Hills Rd Jonesborough 37659

Describe reason for Request Review:

Major Subdivision Plat Site Plan Design Review Rezone Annexation Variance Other

REQUEST FOR APPROVAL TO CONSTRUCT MOTHER-IN-LAW SUITE OVER GARAGE

Submittals Included:

PERMIT REQUEST & ARIAL VIEW OF APPROX. LOCATION OF NEW STRUCTURE

FOR STAFF USE ONLY:

Zoning District: R-1 Development Type: Single Family Multifamily PUD Commercial

Setbacks: Front 30 Side 15 Rear 25 Tax Map: 059E Group: B Parcel ID: 006.00

Planning Commission Board of Zoning Appeals Design Review Commission BMA

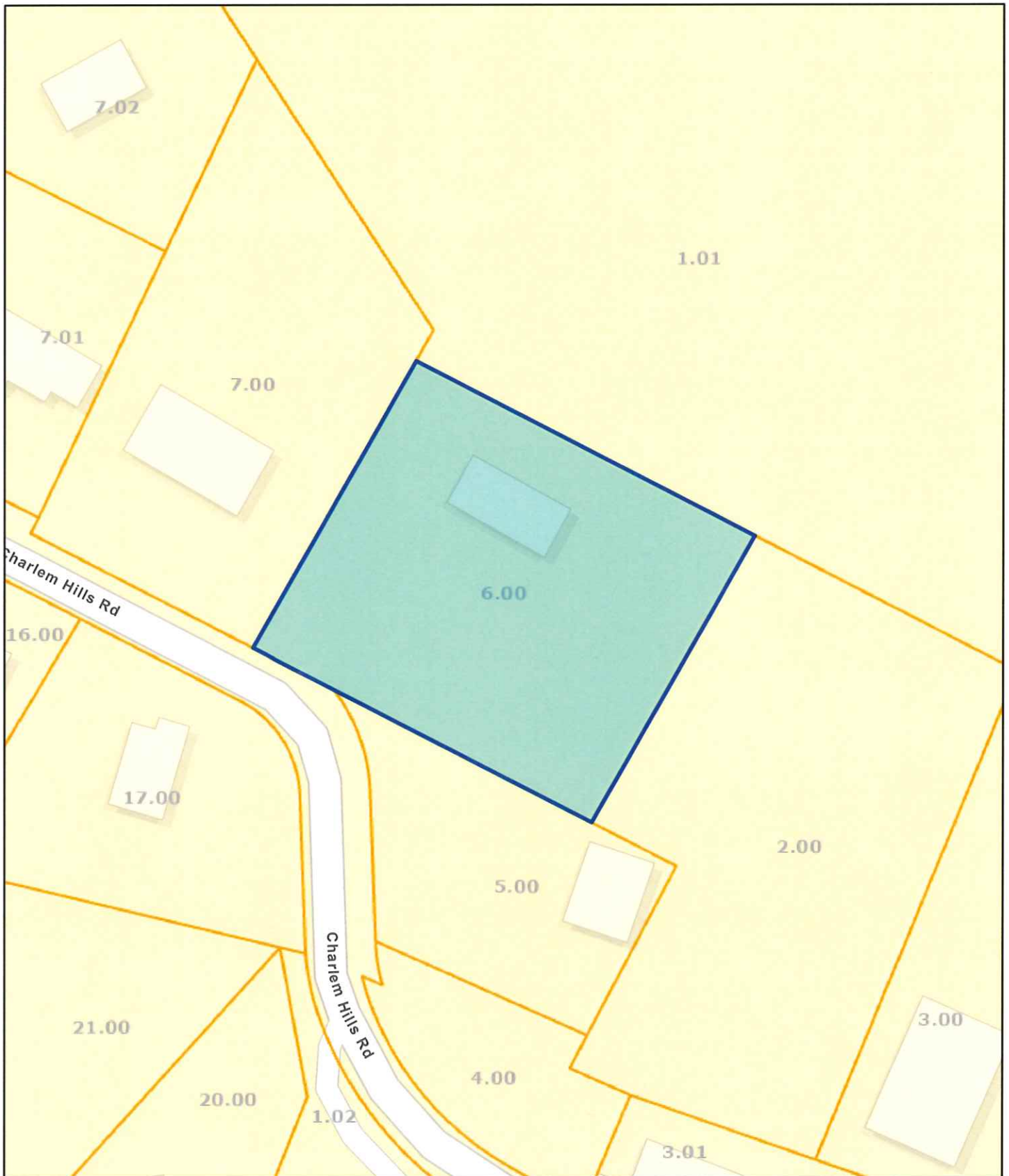
Next Meeting Date & Time: OCTOBER 29, 2024 Application Due Date: 10/1/2024

Owner/Applicant declares that by signing below that the information given on this application is accurate and that they are affirming that the owner/ applicant/ representative will be present at the meeting on the above date.

Fee (see fee schedule): \$ 300 Date of Payment: 10/3/2024

Owner Signature/Applicant: Eva LaFountain Garrett Date: _____

Washington County - Parcel: 059E B 006.00



Date: October 24, 2024

County: Washington
Owner: GARRETT EVA LAFUONTAIN

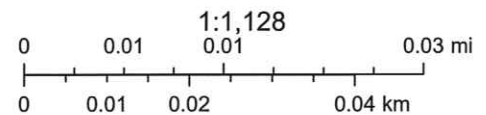
Address: CHARLEM HILLS RD 118

Parcel Number: 059E B 006.00

Deeded Acreage: 0

Calculated Acreage: 0

Date of TDOT Imagery: 2023



State of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, City of Johnson City, TN, State of North Carolina DOT, Tennessee STS GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau,

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property

ATTON
DEREK
JAMES

GARRETT
EVA
LAFOUNTAIN

30'x40' garage with
mother-in-law
apartment above
garage. Owned and
occupied by owner

POLLMAN
MICHAEL
H &

SAULTS
ROBERT
M &
NORMAN
J



ATTON
DEREK
JAMES

GARAGE
EVA
LAFOUONTAIN

30'x40' garage with
mother-in-law
apartment above
garage. Owned and
occupied by owner
Egress and ingress
Parking

SAULTS
ROBERT
M &
NORMAN
J

POLLMAN
MICHAEL
H &





VARIANCE NOTICE
The Public Hearing is on
**JONESBOROUGH REGIONAL
PLANNING COMMISSION**
AT TOWN HALL, 123 BOONE ST.
6 PM 753-1030

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 2

SUBJECT: Approval of Minutes

Attached for approval are the minutes of the following meetings:

Planning Commission – September 17, 2024

Design Review Commission – September 17, 2024

JONESBOROUGH PLANNING COMMISSION

MINUTES – SEPTEMBER 17, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, September 17, 2024, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Frank Collins, Terry Countermine, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Josh Conger

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

Chairman Tom Foster noted a quorum was present and called the meeting to order.

1. Public Comments – There were no Public Comments

2. Approval of Minutes

Frank Collins made the motion, seconded by Bill Graham, to approve the minutes of the Jonesborough Planning Commission for the August 20, 2024 meeting as presented. The motion was duly passed.

3. Request to Rezone the Neilson Property, 527 Hairetown Road, Jonesborough, TN (Washington County rezone) from R-1 to A-1

Presented by: David Neilson, 527 Hairetown Road, Jonesborough, TN

David and Allyson Neilson are requesting rezoning of a tract of land from R-1 Low Density Residential District to A-1 General Agriculture District. The subject property is located at 527 Hairetown Road, and further described on Washington County Tax Map 43, Parcel 69.00, and containing 5.95 acres. The property is located outside the town limits but within the Jonesborough Planning Region. The purpose of the rezoning is to permit the property owners to use the land with nearly 6 acres for more agriculture compatible uses. The immediate surrounding zoning and land use is provided below:

Surrounding Zoning	Surrounding Land Use
North: R-1 District	Vacant (9.3 acres)
South: A-1/R-1 Districts (across street is Predominantly A-1 District)	Single Family, Barns, etc.
East: A-1 District	Vacant (part of the 9.3 acres)
West: R-1 District	Agriculture and Single Family (24.5 acres)

Chairman Foster read the staff recommendation that based on the land use analysis and the immediate area with a mixture of R-1 and A-1 zoning districts, as well as large areas zoned A-1 district, the recommendation is to rezone the subject tract from the R-1 (Low Density Residential District) to the A-1 (General Agriculture District), to the Washington County Board of Commissioners. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Terry Countermine made the motion to recommend to the Washington County Board of Commissioners that Neilson property, 527 Hairetown Road, Jonesborough, TN be rezoned from R-1 (Low Density Residential District) to A-1 (General Agricultural District) as presented. Jim Rhein seconded the motion and it was duly passed.

4. Request for approval of a Washington County Zoning Text Amendment – Event Venues – Parking

Washington County Planning Director Angie Charles, AICP, is requesting a text amendment to the Washington County Zoning Resolution, Appendix A, Landscape Manual, relative to venues, and Section 502, Required Parking Spaces. Ms. Charles is recommending “Venues” be considered a low impact use for Appendix A landscaping requirements and have a minimum parking requirement. The recommendation is to amend Appendix A and amend the “Transitional Yards” impact classifications to include venues:

Low impact (L):

All permitted uses in the following zones are considered to have a low impact, unless a specific use is listed elsewhere; R-2, R-2A, and B-1, the following uses shall be considered to have a low impact, regardless of zoning classification; churches, day-care centers, community recreational facilities, neighborhood recreational facilities, public buildings, **and** schools, and **venues**.

Section 502. Required Parking Spaces

The recommendation is to amend Section 502.3.1., to include venues as follows:

Venues: One (1) space per four (4) seats or **attendees**.

Chairman Foster read staff recommendation to approve the proposed Washington County Zoning Text Amendments as submitted by the Washington County Planning; and asked Commissioners if they had any questions or comments, Discussion took place in regard to the proposed amendments being only in the County and does not affect inside Jonesborough town limits. With there being no further discussion Chairman Foster called for a motion.

Motion: Jim Rhein made the motion to recommend approval of the proposed Washington County Zoning Text Amendments as submitted by Washington County Planning, as presented. Robin Harpe seconded the motion and it was duly passed.

5. Request for approval of Proposed Fence/Landscape Plan for Dairy Queen, located along East Jackson Blvd

The new Dairy Queen Restaurant was approved in August 2023. The property is located at the corner of East Andrew Jackson Blvd and Baileigh Lyn Loop and is further described on Washington County Tax Map 52-K, Group B, Parcel 3.00. Since the subject property/project was within the Design Overlay District, the Design Review Commission had to review the plan. Since the design did not meet the required 75% primary materials and the subject property was located along Baileigh Lyn Loop, a buffering plan was required in addition to the normal landscaping requirements of commercial projects. Staff worked with Dairy Queen representatives for months to find a plan that was agreeable, and the latest plan dated August 21, 2024 satisfies Town staff overall. This buffering is high density for this size project; and of further importance is the 6 ft. tall screen fence identified on the plans at the north (Baileigh Lyn Loop) and north-western property lines. The fence does serve to screen areas whereby the buffering trees on the landscape plan did not block or screen view.

Chairman Foster read Staff recommendation #1 for the approval of the fence as identified on the landscape plans. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Jim Rhein made the motion, seconded by Frank Collins, to approve the Dairy Queen fence as presented. The motion was duly passed.

Chairman Foster read Staff recommendation #2 for the approval of the overall Dairy Queen landscape plans subject to Tree and Townscape approval. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Richie Hayward made the motion, seconded by Robin Harpe, to approve the overall Dairy Queen landscape plans subject to Tree and Townscape approval, as presented. The motion was duly passed.

6. Request for approval of a monument sign for Crosspoint Church, 306 Forest Dr Presented by: Denise Hensley, 220 Creekmore Drive, Jonesborough, TN

Crosspoint Church is requesting approval for a monument sign to be located at 306 Forest Drive which is the former Jonesborough Elementary School property. In the B-1 district, a monument size may not exceed 100 square feet in sign area, and not exceed 14 feet in height at ground level. The proposed sign is less than 9 feet in height and less than 36 square feet in sign area.

Denise Hensley addressed the Commission, and said that Crosspoint Church is undergoing renovations and is temporarily relocating to the former elementary school. Ms. Hensley said the sign will not be illuminated, and will be mounted on existing poles with a cover at the bottom of the signage.

Chairman Foster read the staff recommendation for the approval of the monument sign for Crosspoint Church located at 306 Forest Drive, as presented. Vice Chairman Rhein asked Commissioners if they had any questions or comments; and with there being none called for a motion.

Motion: Frank Collins made the motion to approve the monument sign for Crosspoint Church, as presented. Terry Countermine seconded the motion and it was duly passed.

7. Request for approval of a Partial Release of an Irrevocable Letter of Credit #520 for Skyline Landing

An Irrevocable Letter of Credit #520 was issued for the Skyline Landing residential development project located off Skyline Drive. The site was inspected by Shawn Jackson on September 3, 2024, and he found the erosion and sediment, storm drain system, and stormwater management system to be installed per plans. The request is for the partial release of the Irrevocable Letter of Credit. The total security bond was for \$142,400.00. Out of this amount, \$105,000.00 was designated to secure "Soil Stabilization". Mr. Jackson is recommending maintaining a total of \$50,000.00 for soil stabilization purposes.

Chairman Foster read the staff recommendation for the approval of the partial release of the Irrevocable Letter of Credit #520 for Skyline Landing residential development off Skyline in the amount of \$92,400.00, and maintaining the balance of the original \$142,400.00 for soil stabilization purposes in the amount of \$50,000.00. Chairman Foster asked Commissioners if they had any questions or comments; and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the partial release of the of the Irrevocable Letter of Credit #520 for Skyline Landing, as presented. Richie Hayward seconded the motion and it was duly passed.

8. Request for approval of a Site Plan for Starbucks, East Jackson Blvd

A new Starbucks is proposed off East Jackson Boulevard across from Region Bank to the east at the traffic signal, and further described on Washington County Tax Map 52, Part of Parcel 225.03. The total area site area is 2.33 acres.

Engineer: Bowman

Proposed Use: The proposed use is for a 2,540 square foot coffee shop/restaurant, and drive-thru business.

Zone: The property is within the town limits and is zoned B-3.

Setbacks: The plans meet the minimum setbacks as per the Zoning Ordinance.

Ingress/Egress: The plans show vehicular access from Jackson Boulevard at the traffic signal, then through the Lowe's Home Improvement site with a recorded access easement (PB 19, PG 906).

Utilities: All utilities are available to the subject property and said utilities are underground.

Hydrants: The development will meet the minimum requirements for fire protection.

Stormwater: A grading and drainage plan has been submitted as part of the site plan process. Staff continue to work with the project's engineer on stormwater management.

Erosion: The erosion control plan is attached.

Landscaping: The plans as presented show details for landscaping. The Planning Commission will approve the general layout, and the Tree and Townscape Committee will review and approve the formal landscape plan.

Bonding: Bonding is required as part of the site plan approval process for grading. The Grading Permit Security Calculation Form was received in the amount of \$2,023.00.

The site plan meets the minimum requirements of the regulations.

Chairman Foster said there was not a lighting plan included in the proposed plan and contacted (via phone) a representative of Starbucks to discuss their photometrics plan, who stated that the poles are 22 ft. in height which also includes the base.

Chairman Foster said recommendation #1 included the grading bond, lighting and landscape plan, and called for a motion.

Motion: Terry Countermine made the motion to approve the grading bond in the amount of \$2,032.00, the lighting plan subject to staff receiving the plan and reviewing and approving the plan, and the landscape plan as presented with Tree and Townscape review and approval of the formal landscape plan. Jim Rhein seconded the motion and it was duly passed.

Chairman Foster read recommendation #2 to approve the site plan for Starbucks, including working with Town staff on stormwater management, and asked Commissioners if they had any questions or comments; and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the site plan for Starbucks, including working with Town staff on stormwater management, as presented. Robin Harpe seconded the motion and it was duly passed.

9. Request for approval of a Site Plan for Zaxby's Restaurant, East Jackson Blvd

A new Zaxby's Restaurant is proposed off East Jackson Boulevard (next to Regions Bank), and further described on Washington County Tax Map 52, Parcel 225.02. The total area site area is 1.11 acres.

Engineer: Carter Engineering

Proposed Use: The proposed use is for a 56-seat, 1,836.50 square foot restaurant, and drive-thru business.

Zone: The property is within the town limits and is zoned B-3.

Setbacks: The plans meet the minimum setbacks as per the Zoning Ordinance.

Ingress/Egress: The plans show vehicular access from Jackson Boulevard at the traffic signal, then through the Lowe's Home Improvement site with a recorded access easement (PB 19, PG 906).

Utilities: All utilities are available to the subject property and said utilities are underground.

Hydrants: The development will meet the minimum requirements for fire protection.

Stormwater: A grading and drainage plan has been submitted as part of the site plan process. Staff continue to work with the project's engineer on stormwater management.

Erosion: The erosion control plan is attached.

Landscaping: The plans as presented show details for landscaping. The Planning Commission will approve the general layout, and the Tree and Townscape Committee will review and approve the formal landscape plan.

Bonding: Bonding is required as part of the site plan approval process for grading. The Grading Permit Security Calculation Form was received in the amount of \$36,211.00.

The site plan meets the minimum requirements of the regulations.

Town staff said the lighting plan calls for 25 ft. high poles with a 3 ft. base which brings the total height of the poles to 28 feet. Chairman Foster said contacted (via phone) a representative of Zaxby's in regard to the height of the poles. The Zaxby's representative said that the poles/base can be adjusted to meet the 25 ft. height requirement.

Chairman Foster said recommendation #1 is to approve the site plan including working with staff on stormwater management and called for a motion.

Motion: Bill Graham made the motion to approve the site plan for Zaxby's Restaurant, including working with Town staff on stormwater management, as presented. Frank Collins seconded the motion and it was duly passed.

Chairman Foster said recommendation #2 is to approve the grading bond in the amount of \$36,211.00 and called for a motion.

Motion: Terry Countermine made the motion to approve the grading bond for Zaxby's Restaurant in the amount of \$36,211.00, as presented. Robin Harpe seconded the motion and it was duly passed.

Chairman Foster said recommendation #3 is to approve the generally layout landscape plan and that the Tree and Townscape Committee will review and approve the formal landscape plan, and called for a motion.

Motion: Jim Rhein made the motion to approve the landscape plan for Zaxby's Restaurant, as presented, and subject to the approve of the Tree and Townscape Committee. Robin Harpe seconded the motion and it was duly passed.

**10. Request for approval of a Final Plat for Spring Ridge Subdivision Phase 2
Presented by: Jeff Jones, 685 Shadden Road, Gray, TN**

The request is for final plat approval for 32 lots for "Spring Ridge Subdivision Phase 2" located on old Boones Creek Road and includes the internal road, Marigold Lane. The subject phase contains approximately 7.401 acres (total development is 28.078 acres), 0.245 miles of new road, and is further described on Washington County Tax Map 52, Part of Parcel 77.00. Preliminary construction plans were approved by the Planning Commission on March 21, 2023. The remaining portion of the subject property is clearly labeled Future Development (6.897 acres) on the subdivision plat. Also, the notes include the depth of driveways must be a minimum of 20 feet (to minimize issues with parked cars encroaching into the public road), and the note about the 25' Landscape Buffer. (Note: Staff has the original final plat without the word "Preliminary" written through the surveyor's seal.) As with other developers we have worked with, they have requested bonding of the following and included is the estimated costs:

Breakdown of the Bond regarding top coat and sidewalks:

Road Topcoat (Phase 2):	\$48,462.50
1775 Linear Feet (Phase 2 both sides of street):	\$62,000.00

The total road profile for Phase 2 was priced by Summers Taylor at \$145,262.50; however, the developer has completed most of the road except for the topcoat, thus the bonding amount of topcoat at \$48,462.50.

A final plat approval allows the owner to record the plat and the ability to start selling lots for ownership and or building purposes therefore it is important to assess the impact of incomplete elements of the subdivision when considering bonding and what the Planning Commission desires to bond to secure those incomplete elements and that those elements are completed within a required amount of time.

Chairman Foster read recommendation #1 to approve the final plat for 32 lots for "Spring Ridge Subdivision, Phase 2" as built, and called for a motion.

Motion: Terry Countermine made the motion, seconded by Bill Graham, to approve the final plat for 32 lots for "Spring Ridge Subdivision, Phase 2" as built, as presented. The motion was duly passed.

Chairman Foster read recommendation #2 to include bonding of the road topcoat for Marigold Lane in the amount of \$48,462.50, and called for a motion.

Motion: Jim Rhein made the motion, seconded by Richie Hayward, to approve the road topcoat for Marigold Lane in the amount of \$48,462.50, as presented. The motion was duly passed.

Chairman Foster read recommendation #3 for the bonding of the sidewalks, which are on both sides, for Marigold Lane, in the amount of \$62,000.00, and called for a motion.

Motion: Jim Rhein made the motion, seconded by Terry Countermine, to approve the bonding of the sidewalks for Marigold Lane, on both sides, in the amount of \$62,000.00, as presented. The motion was duly passed.

11. Request for approval of the Bradford Park PUD Phase 4 Planned Unit Development Plan

Presented by: Jeff Jones, 685 Shadden Road, Gray, TN

BG & MLS Investments has requested approval of the Bradford Park PUD Planned Unit Development plan consisting of a total of 6 residential units located on Union Church Road. The subject property is on a single tract of land, zoned R-1A, containing approximately 0.90 acres, and is further described on Washington County Tax Map 52-F, Group D, Parcels 6.01, 6.02, and 6.03. Although the tract of land is zoned R-1A, the development type is a PUD, requiring that a freestanding building not be closer than 25 feet to the exterior property line. The development's infrastructure and residential units are already built, and upon review all units meet the minimum setbacks for the R-1A zone, however, does not meet the 25 feet PUD standard for Unit 231 and Unit 241. Unit 231 has a setback range between 12.09 and 12.84) and would require a variance of 12.91 feet; and Unit 241 has a setback at 13.28 feet and would require a variance of 11.72 feet. Unit 231 is neighbor to 227 Union Church Road and the setback between both buildings is greater than 32 feet; and Unit 241 is neighbor to 211 Headtown Road (Pizza Plus) and the setback between both buildings is greater than 70 feet. Staff finds that Units 231 and 241 are set back safely from adjoining property lines. PUDs are a very solid type of development for home ownership and mortgages with established Homeowner's Association. The subject 6-

unit Planned Unit Development will be under the same Homeowner's Association (HOA) as the other phases of Bradford Park that have been approved previously by the Planning Commission. PUDs are a very solid type of development for home ownership and mortgages with HOAs.

Chairman Foster read staff recommendation to approve the Bradford Park PUD Phase 4, 6-unit Planned Unit Development plan, subject to the Board of Zoning Appeals granting variances for side yards for Unit 231 of 12.91 feet, and Unit 241 of 11.72 feet. Chairman Foster asked Commissioners if they had questions or comments. With there being none, called for a motion.

Motion: Bill Graham made the motion to approve the Bradford Park PUD Phase 4, 6-unit Planned Unit Development plan, subject to the Board of Zoning Appeals granting variances for side yards for Unit 231 of 12.91 feet, and Unit 241 of 11.72 feet, as presented. Richie Hayward seconded the motion and it was duly passed.

12. Change of meeting date of the October 15, 2024 regular meeting

Chairman Foster said Town staff has requested changing the date of the October 15th regular meeting to October 29th. Upon the consensus of the Commissioners, the October meeting will be held at 6:00 p.m., Tuesday, October 29, 2024, at the Town Hall

With there being no further business for discussion, Chairman Tom Foster adjourned the meeting.

Chairman Tom Foster opened the meetings of the Jonesborough Design Review Commission, the Jonesborough Planning Commission and the Jonesborough Board of Zoning Appeals, Terry Countermine led the group in an opening Prayer, and Robin Harpe led the Pledge to the Flag.

JONESBOROUGH DESIGN REVIEW COMMISSION

MINUTES – September 17, 2024

The Jonesborough Design Review Commission met in a regular meeting on Tuesday, September 17, 2024, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Bill Graham, Frank Collins, Terry Countermine, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Josh Conger

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

Chairman Tom Foster noted a quorum was present and called the meeting to order.

- 1. Public Comments** – There were no Public Comments
- 2. Review and Consideration of the Building Design Plan for Starbucks, East Jackson Blvd, Jonesborough, TN**

Starbucks is proposed to be located within the Design Overlay District and details of façade building materials are being presented for consideration and approval. Starbucks is proposed off East Jackson Boulevard across from Regions Bank to the east at the traffic signal, and further described on Washington County Tax Map 52, Part of Parcel 225.03. The total area site area is 2.33 acres.

The proposed façade plan meets the minimum requirements of the design guidelines, primarily by achieving 75% exterior (actually 77%) wall material of brick. The secondary façade materials, which may be used up to twenty percent (20%) on exterior building walls include cast in place concrete (2%); prefinished metal coping (6%); and wood siding (15%), with all such materials approved by the Building Inspector.

Chairman Foster read the staff recommendation to approve the design of the building, as presented, and asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Frank Collins made the motion to approve the design of the Starbucks building, as presented. Richie Hayward seconded the motion and it was duly passed.

3. Review and Consideration of the Building Design Plan for Zaxby's Restaurant, East Jackson Blvd, Jonesborough, TN

Zaxby's is proposed to be located within the Design Overlay District and details of façade building materials are reviewed for Design Review Commission consideration and approval. A new Zaxby's Restaurant is proposed off East Jackson Boulevard (next to Regions Bank), and further described on Washington County Tax Map 52, Parcel 225.02. The total area site area is 1.11 acres.

Town Staff had several communications with Zaxby's representatives over the project and to reach the minimum 75% exterior wall standards as provided for in the design guidelines. The front façade has the following materials and percentages proposed. Glass at 20% is not considered as part of the primary 75% materials therefore staff calculated the overall front elevation square footage at 540 square feet (670.5 sq. ft. – 130.5 sq. ft. (glass) = 540 square feet). Brick consists of 86% of the primary materials used for the exterior wall. The proposed façade plan meets the minimum requirements of the design guidelines, primarily by achieving 75% exterior (actually 86%) wall material of brick. (Note: Exterior building materials such as the 10% Architectural Metal on the plans as part of the roofing system is excluded from the design plans.)

Chairman Foster read the staff recommendation to approve the design of the building, as presented, and asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Terry Counterline made the motion to approve the design of the Zaxby's Restaurant building, as presented. Robin Harpe seconded the motion and it was duly passed.

With there being no further business for discussion, Chairman Tom Foster adjourned the Jonesborough Design Review Commission meeting.

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 3

SUBJECT: Increased Grading Bond for Starbucks, East Jackson Blvd

BACKGROUND

On September 17, 2024, the Planning Commission approved the site plan for the new Starbucks located off East Jackson Boulevard across from Region Bank to the east at the traffic signal, and further described on Washington County Tax Map 52, Part of Parcel 225.03. The total area site area is 2.33 acres.

There were questions regarding the amount received in the Grading Permit Security Calculation Form it the amount of \$2,023.00. Staff pursued Starbucks regarding the perceived low dollar amount for grading security, and as such Starbucks recalculated the project and the revised amount increased to \$6,596.80.

RECOMMENDATION

Approve the revised increased grading bond amount of \$6,596.80 for the Starbucks project, as presented.



TOWN OF JONESBOROUGH

123 BOONE STREET
 JONESBOROUGH, TN 37659
 TELEPHONE (423) 753-1030
 FAX (423) 753-1074

Grading Permit Security Calculation Form

The purpose of this form is to calculate the security amount needed to protect adjoining and downstream properties and streams in case the development fails to complete the required improvements and the site is left in an un-stabilized condition.

Erosion and Sediment Control Devices

(perimeter plus any items associated with storm drain or stormwater management systems noted below)

- 1. 1 construction exits @ \$500/EA = \$500
- 2. 409 LF of silt fence @ \$3/ LF = \$1,227
- 3. check dams @ \$100/ EA =
- 4. stone filter rings @ \$100/ EA =
- 5. 3 inlet protection @ \$100/ EA = \$300
- 6. @\$ / =

Storm Drain System

(only items, if any, needed to protect adjoining and downstream properties)

- 1. LF of " pipe @ \$ / LF =
- 2. LF of " pipe @ \$ / LF =
- 3. inlets @\$ / EA =
- 4. manholes @\$ / EA =
- 5. CY of rip rap @\$ / CY =
- 6. @\$ / =

Stormwater Management System

(only items, if any, associated with detention)

- 1. pond grading @\$ / EA =
- 2. riser @\$ / EA =
- 3. LF of " outlet pipe @ \$ / LF =
- 4. CY of rip rap @\$ / CY =
- 5. @\$ / =

Soil Stabilization

- 1. 45,738 SF of disturbed area @\$0.10 / SF = 4,573.8

TOTAL SECURITY REQUIRED = \$6,596.8

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 4

SUBJECT: Rezone Property from R-1 & A-1 to all R-1 (Wash. Co. Rezoning)

BACKGROUND:

The rezoning request is for property not located within the town’s city limits but within the town’s Planning Region, and as such, the Jonesborough Planning Commission makes recommendation to the Washington County Board of Commissioners on rezoning matters within the region.

Daniel Green is requesting rezoning of a tract of land from R-1 Low Density Residential District to A-1 General Agriculture District. The subject property is located at 252 Ridgecrest Road, and further described on Washington County Tax Map 68, Parcel 1.10, and containing 9.52 acres. The current land use of the subject property is Vacant.

The purpose of the rezoning is to permit the property owners to place a second **single-family dwelling unit** on the property for a parent to live on the property. The Washington County Zoning Resolution only permits one single family dwelling within the R-1 zone, however their A-1 zoning district allows for a second single family dwelling. With 9.52 acres, the placement of a second single family dwelling is highly reasonable, and would not have a negative impact on the immediate area.

The immediate surrounding zoning and land use is provided below:

Surrounding Zoning	Surrounding Land Use
North: R-1 District	Vacant (2 Tracts totaling 17.23 acres)
South: R-1 District (across street at Ridgecrest Road)	Single Family, Manufactured Home
East: R-1 District	Agriculture/Single Family (35 acre tract)
West: R-1 District	Single Family (1.97 acres) Vacant (13.71 acres)

RECOMMENDATION:

Based on the land use analysis and the immediate area with a mixture of R-1 and A-1 zoning districts, as well as large areas zoned A-1 district, the recommendation is to rezone the subject tract from the R-1 Low Density Residential District to the A-1 General Agriculture District, to the Washington County Board of Commissioners.

Washington County, Tennessee Zoning Office
APPLICATION FOR REZONING

REZONING FEE: \$455.00 (CHECK PAYABLE TO RICK STOREY, TRUSTEE)

PROPERTY OWNER & AGENT INFORMATION:

Owner Daniel Green Phone 8503980497 Email wingless7@gmail.com
Address 252 Ridgecrest Rd City Jonesborough State TN Zip 37659

If Applicable:

Agent _____ Phone _____ Email _____

SITE INFORMATION

Address 252 Ridgecrest Rd, Jonesborough, TN 37659
Civil District 15 Tax Map 068 Group _____ Parcel 001.10 Lot Size 9.52

STAFF USE ONLY:

File # 24WC-00717

PLANNING REGION: Washington Co. Jonesborough Johnson City

Existing Zoning/Use R-1 Proposed Zoning/Use A-1

Adjoining Zoning Classification: North R-1 South R-1 East R-1 West R-1

MEETING INFORMATION

I agree to attend all meetings that concern this request as follows:

Washington County Tennessee Regional Planning Commission: Date _____ Time 4:00 PM
(Historic Courthouse, Jonesborough)

Jonesborough Regional Planning Commission: Date 10/15/24 Time 6:00 PM
(Town Hall, Jonesborough)

Johnson City Regional Planning Commission: Date _____ Time 6:00 PM
(City Hall, Johnson City)

Washington County Commission: Date 10/28/24 Time 6:00 PM
(George P. Jaynes Justice Center, Courtroom 7, Jonesborough)

I understand that I must post a sign on the property 10 days prior to the meeting and I must maintain the sign on the subject parcel until after all meetings are concluded. Upon completion of all meetings, I will return the sign. Should the sign go missing, I will contact the Zoning Office immediately for a replacement.

Applicant Signature [Signature] Date 9Sept2024

An Electronic Signature is a valid form of signature for this application. This application is not considered complete unless the required fees have been paid at the time of submission of the application.

STAFF USE ONLY:

Received on 9/19/24 by [Signature]

R E C E I P T

Ticket #: 00001680001 @@

TOWN OF JONESBOROUGH
Town Recorder

123 BOONE STREET
JONESBOROUGH TN 37659

REZONING FEES
HAIRETOWN / TAVERN HILL
PLANNING REVIEW

JOE WILSON

Date : 9/27/2024
Register: KL / QPADEV000C
Trans. #: 03259
Dept #: RZ10
Acct# :

Previous Principal
Balance \$ 800.00

Principal Being Paid \$ 800.00
Penalty \$.00
Interest \$.00

Amount Paid \$ 800.00

*Balance Due \$.00

Pd by JOE WILSON
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 9/2024

BRYAN SANGID OR JOE WILSON
3901 BRISTOL HWY SUITE 204
JOHNSON CITY TN 37601

9/26/24
Date

CHECK AMOUNT
87-7128/2642

Pay to the Order of Town of Jonesborough \$ 800.00
Dollars

Eight Hundred Dollars and 00/100



ELIZABETH FEDERAL SAVINGS BANK
304 SUNSET DR.
JOHNSON CITY, TN 37604

For Planning review of Tavern Hill + Hairtown
1133



PANEL
47179C0163D
eff. 9/29/2006

PANEL
47179C0163D
eff. 9/29/2006

RIDGECREST RD



- County Boundaries
- Municipal Boundaries
- Subject Parcel
- Waterlines
- FIRM Panels
- Cross-Sections
- Limit Lines
- NP
- SFHA / Flood Zone Boundary
- Flowage Easement Boundary
- Flood Hazard Boundaries
- 1% Annual Chance Flood Hazard
- Regulatory Floodway
- Special Floodway
- Area of Undetermined Flood Hazard
- 0.2% Annual Chance Flood Hazard
- Future Conditions 1% Annual Chance Flood Hazard
- Area with Reduced Risk Due to Levee
- Area with Risk Due to Levee



User Name: cpape
 Date: 9/19/2024
 Author: Christopher A. Pape, GISP



Prepared by the Washington County, Tennessee Zoning Office.
 This map is not for engineering purposes.

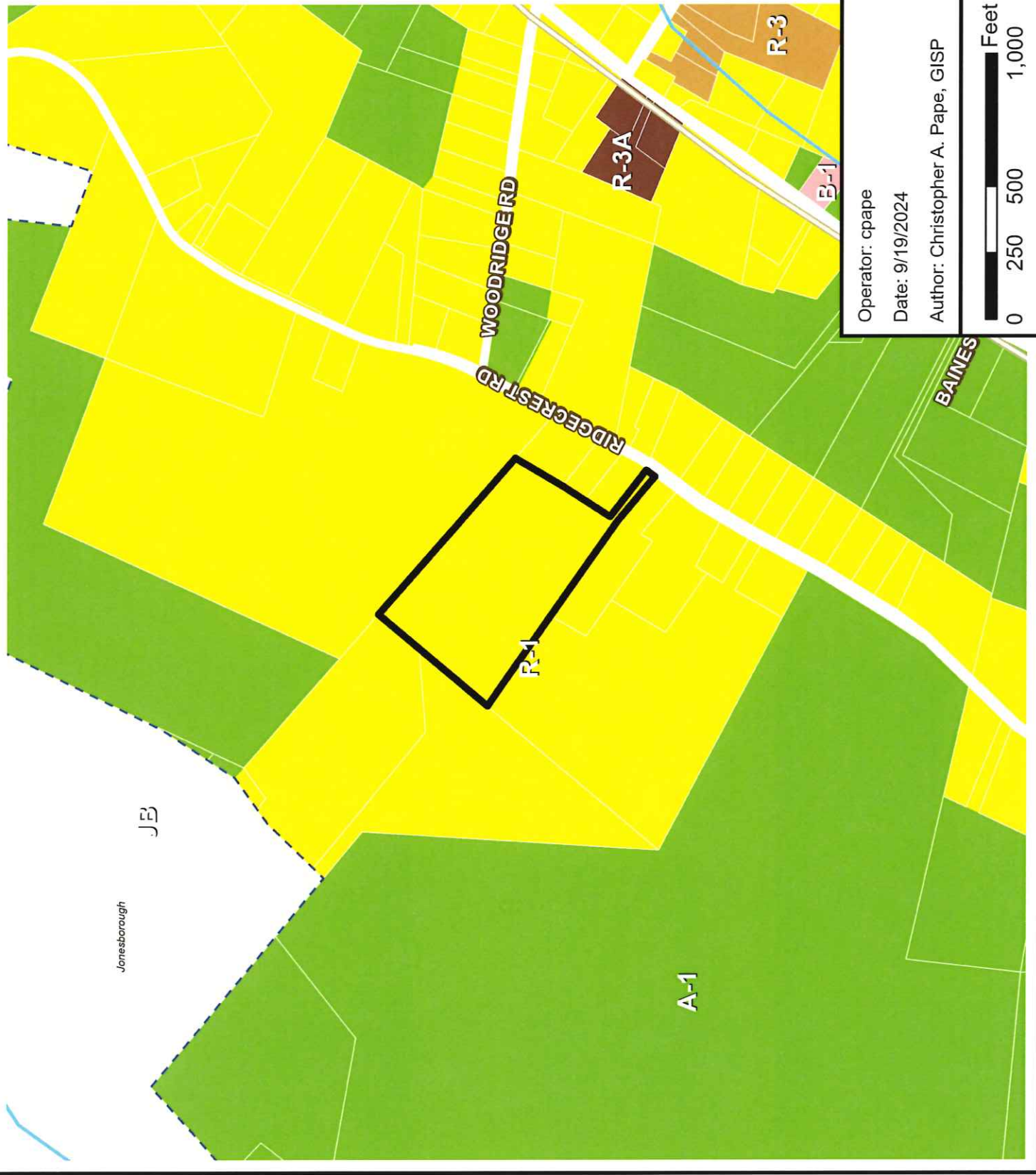
Daniel & Cheyenne Green Request, 15th Civil
 District, Tax Map 068, Parcel 001.10



- County Boundaries
- Municipal Boundaries
- Subject Parcel
- Railroads
- Waterbody
- Waterlines
- Boones Creek Overlay

Zoning

- A-1
- A-2
- A-3
- B-1
- B-2
- B-3
- B-4
- M-1
- M-2
- PBD-1
- PBD-2
- PMD
- PR-BD
- PRD-1
- PRD-2
- PRD-3
- R-1
- R-1A
- R-1B
- R-2
- R-2A
- R-3
- R-3A



Operator: cpape
 Date: 9/19/2024
 Author: Christopher A. Pape, GISP

0 250 500 1,000 Feet



REZONING NOTICE

From to
Will Be Considered By The
Jonesborough Regional
Planning Commission
At Town Hall, 123 Boone St.
For information Call
6PM 423-753-1030

October 19

NOTICE
THIS PROPERTY IS
BEING CONSIDERED
FOR REZONING
WASHINGTON COUNTY
PHONE: 753-1713

COMPASS
REAL ESTATE
423-753-6477

252

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 5

SUBJECT: Accessory Building Apartment – 118 Charlem Hills Road

BACKGROUND:

Eva Lafountain Garrett is requesting approval of an accessory building apartment located at 118 Charlem Hills Road. The subject property is further described on Washington County Tax Map 59-E, Group B, Parcel 6.00, contains approximately 41,000 square feet (0.94 acres), and the zoning is R-1. The building is to be constructed for a 2-car garage with storage, and an apartment above (mother-in-law quarters).

The accessory building is to be located in the **side** yard and parallel with the existing single family home. The building measures 30'x40' or 1,200 square feet, and a height of 25 feet.

The total square footage of the accessory building, including the first and second floor, is 2,400 square feet. The total square footage is evenly divided between the first and second floor.

Staff reviewed the request and the apartment above the garage is no more than the remaining floor space of the first-floor garage area; there is appropriate ingress/egress; the garage and apartment must meet the building codes; and the garage is incidental or subordinate to the principal structure which is the residential home. Staff finds that the proposal meets the intent of the regulations pertaining to accessory building apartments, other than the location of the garage in the side yard. Garage apartments are required in the rear yard. Therefore, staff recommends approval of the garage subject to the Board of Zoning Appeals granting a variance to locate said garage in the side yard.

RECOMMENDATION:

Approve the accessory building apartment subject to the Board of Zoning Appeals granting a variance to allow the building in the side yard.

AITON
DEREK
JAMES



GARAGE
EVA
LAFOUNTAIN

30'x40' garage with
mother-in-law
apartment above
garage. Owned and
occupied by owner

Garage and in-law

SAULTS
ROBERT

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 6

SUBJECT: Final Plat for Sangid Property Subdivision

BACKGROUND:

The request is for final plat approval of the Sangid 8.69 AC.+/- Property Partition containing 12 lots, totaling 8.69 acres, located on Tavern Hill Road and Hairetown Road, and further described on Washington County Tax Map 43, Parcel 78.05. The subject property is located within the Jonesborough Planning Region. The subdivision plan meets the minimum requirements of the Jonesborough Subdivision Regulations.

RECOMMENDATION:

Approve the final plat of the Sangid 8.69 AC.+/- Property Partition, as presented.

DIVISION OF GROUNDWATER PROTECTION

REGISTER OF DEEDS

LINE BEARING	DISTANCE
1 S 19°54'00" W	51.63
2 S 87°28'17" W	20.30
3 S 77°30'43" E	37.17
4 N 37°28'17" E	53.18

- LEGEND**
- IRON PIN SET
 - IRON PIN FOUND
 - x POINT ON RIGHT-OF-WAY
 - Z INDICATES MUTUAL OWNERSHIP
 - R/W MONUMENT

MISCELLANEOUS NOTES:

THE BUILDING SET-BACK LINES SHALL BE AS PER THE PARTICULAR ZONING ORDINANCE IN EFFECT UPON THE SUBJECT PROPERTY.

THIS SURVEY SUBJECT TO ANY AND ALL EASEMENTS, COVENANTS, OR RESTRICTIONS, EITHER WRITTEN OR UNWRITTEN.

SURVEY WAS DONE IN COMPLIANCE WITH CURRENT TENNESSEE MINIMUM STANDARDS AND PRACTICE.

CERTIFICATE OF APPROVAL OF PUBLIC-SANITARY SEWERAGE SYSTEM

I hereby certify that the public sanitary sewerage disposal system, (1) is available to the property, or (2), as shown on the plan attached hereto, has been fully constructed, installed, tested, and accepted for use, and that the security of the form of the system, and in the amount of \$_____ has been posted to secure completion of all required improvements in case of default.

Date _____ 20____
Owner _____
(print name) _____
Sewer Director or Authorized Representative _____
(City) _____

CERTIFICATE OF OWNERSHIP AND OBLIGATION

I (we) hereby certify that I (we and the owner(s) of the property shown and described hereon and that I (we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction line, and describe all streets, alleys, walks, paths and other open space to public or private use as noted. I (we) certify that the Washington County 911 Addressing Department has approved the subdivision name and street name(s).

Date _____ 20____
Owner _____
(print name) _____

CERTIFICATE OF APPROVAL FOR RECORDING

I hereby certify that the subdivision plat shown here has been found to comply with the requirements of the Tennessee Subdivision Act, and that the plat has been approved for recording by the Tennessee Planning Commission and that it has been approved for recording in the Office of the County Register. I received a security in the form of _____ and in the amount of _____ to assure completion of all required improvements in case of default.

Date _____ 20____
Owner _____
(print name) _____
Secretary of the Jonesborough Regional Planning Commission _____

CERTIFICATE OF ACCURACY

I hereby certify that the plat shown and described herein is a true and correct copy of the accuracy required by the Jonesborough Planning Commission and the State of Tennessee and that the property and boundary markers have been placed as shown herein, to the specifications of the subdivision regulations.

Date _____ 20____
Owner _____
(print name) _____
Tennessee Registered Land Surveyor _____

EASEMENT NOTICE

THERE IS HEREBY ESTABLISHED AN EASEMENT AREA A MINIMUM OF 7.5' WIDE ALONG THE INTERIOR SIDE OF ALL LOT LINES FOR THE INSTALLATION AND USE OF A PUBLIC SANITARY SEWERAGE SYSTEM. SUCH STANDARD EASEMENT AREA IS IN ADDITION TO ANY OTHER EASEMENTS AS MAY BE DELINEATED ON THE FINAL PLAT. NO PRIMARY OR CUSTOMARY ACCESSORY EASEMENTS SHALL BE LIMITED TO FENCES AND PLANTER BOXES MAY BE LOCATED WITHIN THE EASEMENTS BUT THEY MUST NOT BLOCK, RESTRICT, OR OVERTHE THE FLOW OF STORMWATER.

PERMITS NOTICE

1. GRADING AND BUILDING PERMITS ARE REQUIRED FROM WASHINGTON COUNTY FOR EACH LOT PRIOR TO STARTING CONSTRUCTION ON THE LOT.
2. A DRIVEWAY ENTRANCE PERMIT IS REQUIRED FROM THE WASHINGTON COUNTY HIGHWAY DEPARTMENT PRIOR TO STARTING CONSTRUCTION FOR ANY LOT WITH DRIVEWAY ACCESS ONTO A COUNTY OWNED ROAD.
3. A DRIVEWAY ENTRANCE PERMIT IS REQUIRED FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION PRIOR TO STARTING CONSTRUCTION FOR ANY LOT WITH DRIVEWAY ACCESS ONTO A STATE OWNED ROAD.

FLOODING NOTICE

BY GRAPHIC PLOTTING ONLY, THIS PROPERTY IS IN ZONES "X" OF THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL # 21770215D WHICH BEARS AN EFFECTIVE DATE OF 5/22/2008, AND IS NOT IN A SPECIAL FLOOD HAZARD AREA.

CERTIFICATION OF THE APPROVAL OF STREETS AND STORM DRAIN SYSTEM

I hereby certify (1) that public streets and public storm drain systems have been installed in an acceptable manner and according to the specifications approved by the Jonesborough Commission or (2) adequate rights-of-way dedication, street width, and drainage upon an existing public road that serve these lots as proposed.

Date _____ 20____
(print name) _____
County Road Commissioner or Authorized Representative _____

CERTIFICATE OF THE APPROVAL FOR BILLS/STREET ASSIGNMENT

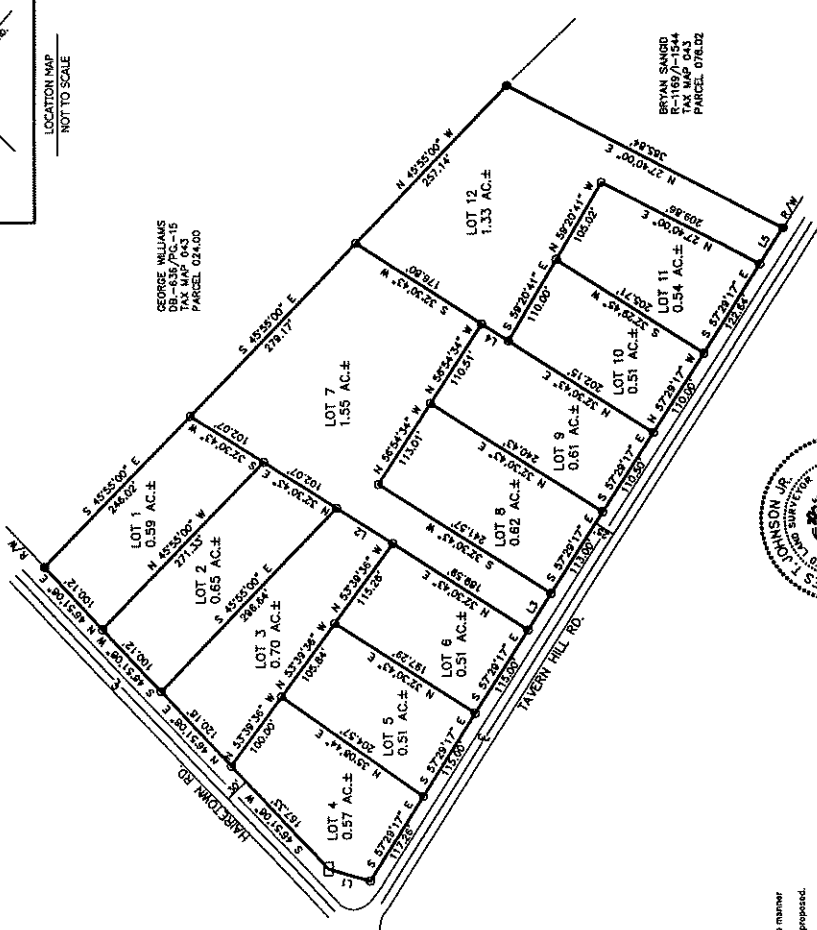
I hereby certify that the street name(s), as noted on the final plat, is (are) approved as assigned.

Date _____ 20____
(print name) _____
Washington County 911 Addressing Department _____

CERTIFICATE OF THE APPROVAL OF PUBLIC WATER SYSTEMS

I hereby certify that the public water utility system or systems installed, or proposed for installation, fully meet the requirements of the local utility district, and as hereby approved as shown.

Date _____ 20____
(print name) _____
Water Director or Authorized Representative _____
(City) _____



PROPERTY REFERENCE:
BRYAN & WHITNEY SANDIG
ROLL-1169/IMAGE-1548
TAX MAP C43
PARCEL 078.05

JONESBOROUGH TN REGIONAL PLANNING COMMISSION	
SANGED 8.69 AC.± PROPERTY PARTITION	
TOTAL ACRES	8.69
TOTAL LOTS	12
ACRES NEW ROAD	0
MILES NEW ROAD	0
COUNTY	WASHINGTON
CIVIL DISTRICT	14TH
SURVEYOR	CHARLES T. JOHNSON, JR.
CLOSURE ERROR	1=10000
SCALE	1" = 100'

TPSI
TN, PROFESSIONAL SURVEYING INC.
405 N BOONE STREET
JOHNSON CITY TN, 37604 423-915-1136

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 7

SUBJECT: Rescind Partial Release of Irrevocable Letter of Credit #520

BACKGROUND:

At the September 17, 2024, Planning Commission meeting, the agenda had a request from developer Ethan Buckingham to reduce the amount of the Irrevocable Letter of Credit #520 for the Skyline Landing residential development project located off Skyline Drive. The Planning Commission did vote to approve the request for reduction. On September 23, 2024, Mr. Buckingham contacted the Jonesborough Building Inspector and copied our Chairman Tom Foster requesting to keep the original bond amount. Mr. Buckingham's bank that issued the irrevocable letter of credit advised him that it would cost more money to issue a new letter of credit for the decreased amount, and the bank further advised him that he should wait until the project is fully complete and request full release of the letter of credit at that time.

The request is to rescind the previous action of the Planning Commission on September 17th and reinstate the original bond amount of \$142,400.00.

RECOMMENDATION:

At the request of developer Ethan Buckingham, approve rescinding the partial release of the Irrevocable Letter of Credit #520 for Skyline Landing residential development off Skyline received on September 17, 2024, and reinstate the original bond amount of \$142,400.00, as presented.

 Outlook

Re: Bond Reduction Approval/Development Sign

From Ethan Buckingham <buckinghamdvl@gmail.com>
Date Mon 9/23/2024 8:23 AM
To Shawn Jackson <sjackson@JonesboroughTN.org>
Cc Tom Foster <tom@fostersigns.com>; J.W. Greene <JayG@jonesboroughtn.org>

Yes keep original bond

Ethan Buckingham
President/COO
Buckingham Development LLC.

On Sep 23, 2024, at 8:19 AM, Shawn Jackson <sjackson@jonesboroughtn.org> wrote:

Good morning. I see that you are being advised to not move forward with the bond reduction, as it would be an unnecessary expense. Please respond to this email and indicate that you are seeking to rescind your request to have your bond reduced, so that we can put that in your file. Thank you.

From: Ethan Buckingham <buckinghamdvl@gmail.com>
Sent: Wednesday, September 18, 2024 12:23 PM
To: Shawn Jackson <sjackson@JonesboroughTN.org>
Subject: Fwd: Bond Reduction Approval/Development Sign

Ethan Buckingham
President/COO
Buckingham Development LLC.

Begin forwarded message:

From: Ford Davis <ford.davis@citizensbank24.com>
Date: September 18, 2024 at 12:11:33 PM EDT
To: Ethan Buckingham <buckinghamdvl@gmail.com>
Subject: RE: Bond Reduction Approval/Development Sign

Ethan,

I think we just leave things alone until this bond requirement fully goes away. To issue a new L/C for \$50k is going to cost you more money. I can do it if we have to but otherwise, I'd say let's just ride the one we have out as long as we can. Hopefully, they will fully release this bond soon.

<image001.png>

citizensbank24.com

Ford Davis

EVP, Commercial Lending

Citizens Bank

Phone: 423-610-3006

Email: ford.davis@citizensbank24.com

3028 Peoples Street, Johnson City, TN 37604

From: Ethan Buckingham <buckinghamdvl@gmail.com>
Sent: Wednesday, September 18, 2024 11:40 AM
To: Ford Davis <Ford.Davis@citizensbank24.com>
Cc: Shawn Jackson <sjackson@jonesboroughtn.org>
Subject: Fwd: Bond Reduction Approval/Development Sign

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Ethan Buckingham
President/COO
Buckingham Development LLC.

Begin forwarded message:

From: Shawn Jackson <sjackson@jonesboroughtn.org>
Date: September 18, 2024 at 10:52:35 AM EDT
To: Ethan Buckingham <buckinghamdvl@gmail.com>
Subject: RE: Bond Reduction Approval/Development Sign

Good morning. Please be advised that the Planning Commission met yesterday evening and approved to reduce your bond \$50,000, as indicated in the attached recommendation letter and agenda item.

Also, it appears that a monument sign has been erected in the median near the entry of the development. You will need to complete the attached application for this project, as prior approval is required. Thank you.

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: OCTOBER 29, 2024 AGENDA ITEM #: 8

SUBJECT: Monument Sign – Skyline Landing Development

BACKGROUND:

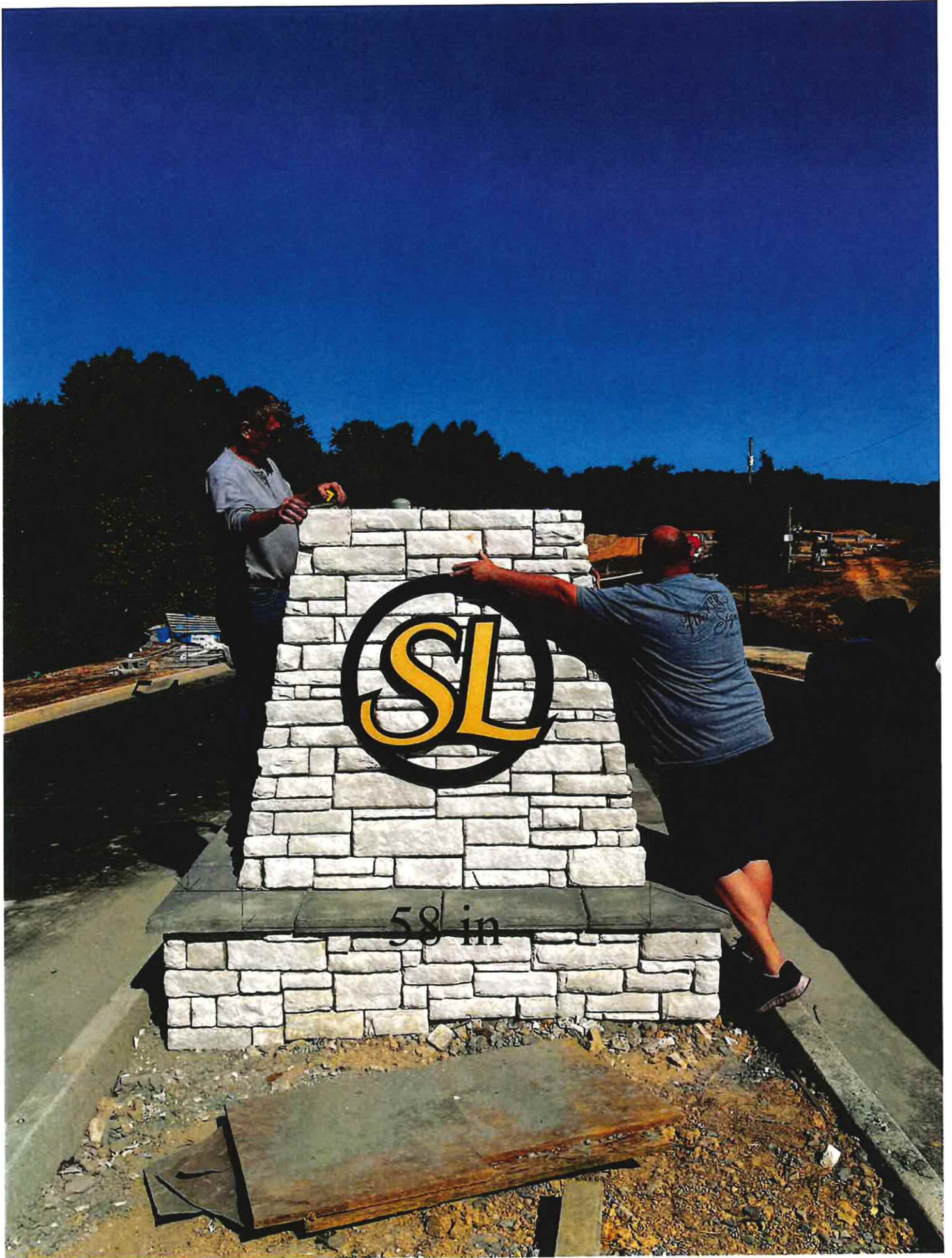
Skyline Landing is a residential development located off Skyline Drive and is further described on Tax Map 51-L, Group D, Parcel 1.00. Monument signs are required to be approved by the Planning Commission. These types of residential development signs can be up to 32 square feet, and the sign proposed is estimated at 6.25 square feet sign area. The total structure area is approximately 21.6 square feet, consisting of 4.5 feet in height (less than the maximum height of 8 feet), and 4.8 feet in width. The proposed sign is internally illuminated with halo type lighting. The Municipal Code states the following regarding residential signage:

illumination, if used, shall be what is known as white and not colored light, and shall not be blinking, fluctuating, or moving. Light rays shall shine only on the sign or upon the property where the sign is located and shall not spill over the property line in any direction except by indirect reflection.

Staff's understanding of the proposed illumination is that it is internally illuminated with a halo white colored light, which provides a "backlit" effect. Light will not spill over the property line.

RECOMMENDATION:

Approve the overall design of the monument sign and sign area, as presented.





TOWN OF JONESBOROUGH

123 BOONE STREET
JONESBOROUGH, TN 37659
TELEPHONE (423) 753-1030
FAX (423) 753-1074

SIGN REQUEST

(ALL SIGN REQUESTS, EXCEPT TEMPORARY, MUST BE APPROVED BY THE PLANNING COMMISSION)

BUS. NAME Skyline Landing PHONE: () _____

BUS. ADDRESS: Skyline Rd Zone: _____

TYPE OF BUSINESS: Subdivision

OWNER OF BUSINESS: Ethan Buckingham PHONE: 647-4003

SIGN CONTRACTOR: Foster Signs PHONE: () 423-753-6585

TOTAL VALUE OF ALL PROPOSED SIGNAGE: \$ 900

TYPE OF SIGNAGE

FREE-STANDING

1. Size Of Structure: Height 54 x Width 58 Illum: Halo

Sign Area: Height 30^{ft} x Width 30^{ft} = sq/ft 6.25 sqft (Yes/No)

Sign Material: Plastic Metal Vinyl () Other () _____

Structure Material: Stone base Brick base _____ Other _____

2. (If two separate streets)

Size Of Structure: Height _____ x Width _____ Illum: _____

Sign Area: Height _____ x Width _____ = sq/ft _____ (Yes/No)

Sign Material: Plastic () Metal () Vinyl () Other () _____

Structure Material: Stone base _____ Brick base _____ Other _____

WALL MOUNTED (Length of Store Front: _____)

1. Wall Height; _____ Wall Width: _____ Illum. _____
(Yes/No)

Select One

a. Letter Size: (box each letter and add) Total sq. ft of Lettering: _____
Height of tallest letter: _____ Thickness _____

b. Sign Area: (4 sided box-all letters) Height _____ x Width _____ = Sq. ft. _____
Thickness _____

Sign Material: Plastic () Metal () Vinyl () Other () _____

2. Wall Height; _____ Wall Width: _____ Illum. _____
(Yes/No)

Select One

a. Letter Size: (box each letter and add) Total sq. ft of Lettering: _____
Height of tallest letter: _____ Thickness _____

b. Sign Area: (4 sided box-all letters) Height _____ x Width _____ = Sq. ft. _____
Thickness _____

Sign Material: Plastic () Metal () Vinyl () Other () _____

BRACKET MOUNTED (Projecting Sign)

1. Size: Height _____ x Width _____ = _____ sq/ft Illum: _____
(Yes/No)

Sign Material: Plastic () Metal () Vinyl () Other () _____

2. Size: Height _____ x Width _____ = _____ sq/ft Illum: _____
(Yes/No)

Sign Material: Plastic () Metal () Vinyl () Other () _____

CHANGEABLE MESSAGE SIGNS (Billboards)

1. Existing Size: Height _____ x Width _____ = sq. ft. _____

2. Proposed Size: Height _____ x Width _____ = sq. ft. _____

3. Nits per day____

4. Nits per night ____

TEMPORARY SIGN:

1. Size: Height: _____ Width: _____

Sign Material: _____

NOTE: Before Sign Request can be processed, you must provide the following:

1. **FREE STANDING SIGN: SITE PLAN SHOWING PROPOSED LOCATION, FOOTING DETAIL, EXISTING SIGNAGE, PICTURE(S) OF SIGN. SIGN MUST BE GROUND MOUNTED OR MONUMENT SIGN NO HIGHER THAN 14 FEET. A SECOND FREE-STANDING SIGN IS ONLY ALLOWED IF THERE ARE ENTRANCES TO THE DEVELOPMENT FROM TWO DIFFERENT AND SEPARATE STREETS.**

2. **WALL MOUNTED SIGN: PHOTO/DRAWING SHOWING PROPOSED SIGN DESIGN, LOCATION ON STRUCTURE, EXISTING SIGNAGE. BUILDING MOUNTED SIGNS CAN BE SIZED BY COMPLETING FOUR SIDED BOX AROUND ALL THE LETTERS, OR BOXING EACH LETTER, SIZING EACH BOX, AND TOTALING THE SQUARE FOOTAGE FOR ALL THE LETTERS. (PLEASE IDENTIFY WHICH METHOD IS BEING USED)**
 - The sign square footage is based on the building frontage. Please provide a layout of the building frontage. Identify width of the building and /or of the individual shop.
 - Letter size can be increased if the building is 200 feet or more from the front street. Please identify this footage. _____
 - Typically one (1) square foot of sign area on the building for each linear foot of building frontage occupied by each tenant.

3. **BRACKET SIGN (Projecting Sign): PHOTO/DRAWING SHOWING PROPOSED SIGN DESIGN, LOCATION OF BRACKET ON STRUCTURE, EXISTING SIGNAGE.**

4. **CHANGEABLE MESSAGE SIGN (BILLBOARDS). PHOTO OF EXISTING BILLBOARD. MUST PROVIDE SIGN SPECIFICATIONS.**

5. **TEMPORARY SIGN: Must get prior approval from Building Inspector** ___

Give details if yes was checked on Illum.:

- Please identify lighting as external or internal. External lighting can cause glare/light pollution, so the fixtures need to be located, on the location map, to see if there might be a safety issue. _____

Additional Information if needed: _____

Signature: JKJ Date: 9/18/24
(Representative of Sign Company/Owner)

Sign Approved _____ Date _____ Building Inspector _____

Permit # _____ Amount \$ _____

12/8/07, 4/14/10, 1/19/11

THE OLDEST TOWN IN TENNESSEE