

MEETING NOTICES

The Jonesborough Planning Commission and Board of Zoning Appeals will meet in Regular Session at 6:00 p.m., Tuesday, August 20, 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. Variance Request to the setback requirements for property located at 1473 & 1475 Lemongrass Drive – Joesph Ganter
4. Variance Request to the Sideyard setback requirements for properties located at 231-233-235-237-239-241 Union Church Road – BG & MLS Investments
5. Variance Request for a sign at 222 Headtown Road, Ridgeview Family Dentistry

JONESBOROUGH PLANNING COMMISSION

Agenda

Call to Order

1. Public Comments
2. Approval of Minutes
3. Request for a Final Plat Division of Lot 2 of the Baines property located along Thomson Meadow Lane
4. Request for a Monument Sign Replacement Plan for 1000 West Jackson Blvd, Wolfe Development, Owner
5. Request for Change of Site Plan from Multi-Family to Commercial Use
6. Adjournment

JONESBOROUGH BOARD OF ZONING APPEALS

AGENDA PRESENTATION

DATE: August 20, 2024 **AGENDA ITEM #:** BZA-2

SUBJECT: Approval of Minutes

Attached for BZA approval are the minutes of the following meetings:

April 16, 2024 – Regular Meeting
May 21, 2024 – Regular Meeting
June 4, 2024 – Called Meeting
July 23, 2024 – Regular Meeting

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

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES

April 16, 2024

The Jonesborough Board of Zoning of Appeals met in regular meeting on Tuesday, April 16, 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, Bob Williams

Members Absent: Josh Conger, Jim Rhein

Staff Present: Glenn Rosenoff, 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

The minutes of the February 20, 2024 Board of Zoning Appeals meeting was presented for approval. Chairman Tom Foster asked Commissioners if they had any questions or corrections to the minutes. There being none, Frank Collins made the motion to approve the minutes as presented, seconded by Robin Harpe and duly passed.

3. Variance Request to the Rear Setback Requirements for Eastern Eight Development, Kirkland Place, Jonesborough, TN
Presented by: Bill Freman, Project Manager, Eastern Eight Community Development, Johnson City, TN

Request for rear setback variances for Units 1-4 of the Kirkland Place PUD development. The subject property is located on Persimmon Ridge Road and Shell Road in the 15th Civil District. The subject property contains approximately 1.45 acres, is zoned R-3 High Density Residential District, and is further described on Washington County Tax Map 59-E, Group D, Parcel 1.00. The property is located within the R-3 Zoning District with a rear setback requirement of 20 feet, the PUD development regulations require 25 feet. The building (Units 1-4 without the addition of rear

decking) meets the greater setback requirement of 25 feet, however the rear decking per unit falls within the 25 foot area. The building department considers attached decking as part of the building and therefore subject to the 25-foot requirement. The subject of the variance request from the owner/applicant based on the 25-foot requirement is as follows:

Unit 1 (130 Kirk Lane): 9'9"

Unit 2 (132 Kirk Lane): 7'6"

Unit 3 (134 Kirk Lane): 7'6"

Unit 4 (136 Kirk Lane): 6'5"

Bill Freeman said the when the property was surveyed the Surveyor did not put the decks on the plat map, that is the reason Eastern Eight is requesting variance to the setback requirements for the placement of the decks.

Chairman Foster asked if there was anyone present to speak in regard to the Variance request to come forward and state their name and address.

Taylor Heine, 201 Landon Trail, adjoining neighbor to the Eastern Eight Development, addressed the Board of Zoning Appeals, stating she feels her space is being encroached upon and her privacy is nil, things are planned out for reason and there should be a plan that follows rules. Ms. Heine said she would like for there to be either a privacy fence or landscape buffer with possibly Leland Cypress trees planted.

Kim Hayden Heaton, 310 Landon Trail, President of the Homeowner's Association, Old State of Franklin Condos, said they want a solution for everyone and would prefer that trees be planted for a landscape screening between the properties. She said that the height of trees needs to be considered because the Kirkland Place units have an upper second level.

Commissioners held a lengthy discussion in regard the variance request, and Glenn Rosenoff stated that the Board of Zoning Appeals can place conditions on a variance request. The consensus of the BZA members was that Eastern Eight and the residents of the Old State of Franklin Condos, to come up with a reasonable solution for a possible landscape screening between the two developments.

With there being no further discussion, Chairman Foster called for a motion.

Motion: Frank Collins made the motion to table the Variance request for two weeks until the two parties come up with a reasonable solution to bring back to the Board of Zoning Appeals

- 4. Variance Request for a sign at the Jonesborough Elementary School, 710 North Cherokee Street, Jonesborough, TN
Presented by: Rachel Conger, Recreation Capital Project Manager**

The request is for a variance on square feet for the proposed monument sign for the Jonesborough Elementary School. Although the school site is 48.51 acres and the school building is well over 100,000 square feet in size, and contains playgrounds, Tiger Park, etc., the proposed monument sign is 110 square feet, and the current regulations for a monument sign in a residential zoning district is 32 square feet. The variance request is to permit the monument sign to be approved at 110 square feet.

The dimension of the sign is 12 feet in height and 9 feet 4 inches on top and 8 feet 8 inches at the base, which is a little over 100 square feet. The material is a brick base, the same bricks at the school building, a Tiger orange border around the electronic board, and charcoal aluminum metal siding that is in a pattern reflecting the siding design of the school. The lettering designating Jonesborough Elementary School is at the top of the sign and in a font size large enough to be seen from a substantial distance away. The sign location has been selected for the following reasons:

1. The sign can be seen from the new traffic circle as well as the end of the east end of extended Skyline Drive. The plan is to extend Skyline Drive to the Boones Creek Road, and motorists coming up to the school property from the Boones Creek Road need to be able to see and read the school sign from a distance.
2. The visitor and car rider entrance to the school is not from N. Cherokee Street but from extended Skyline Drive, so motorists from N. Cherokee will still see the sign as they come around the traffic circle.
3. The sign has an electronic message board, and the sign location allows the message on the sign to be seen from both extended Skyline Drive as motorists pass as well as the travel lanes within the parking lot as motorists head to the school building.

The size of the message board is based on the size of the font needed to make it easy for motorists driving by the sign to read it without having to take their eyes off the road. The size is also based on allowing a reasonably sized message to be read in one view without the board shifting to the second half of a sentence. Again, this is a safety factor trying to minimize the time eyes are off the road. Also, the message can be read on both sides of the sign so motorists can read it if they do come from the Boones Creek Road. The motorists coming from the traffic circle will be able to read it going both directions.

There is one neighbor at this point which is across Skyline Drive from the sign. That person is Curtis Lynn. He owns the entire length of the property on the other side of extended Skyline Drive, but he does not live on that property. No other neighbor is even close to the sign.

Chairman Foster said that due to the Jonesborough Sign Ordinance regulations, he is requesting that the sign variance request be tabled and brought back to the next Board of Zoning Appeals meeting.

Motion: Terry Countermine made the motion to table the Jonesborough Elementary School sign variance request to the next meeting of the Board of Zoning Appeals, seconded by Richie Hayward and duly passed

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

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

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES

May 21, 2024

The Jonesborough Board of Zoning of Appeals met in regular meeting on Tuesday, April 16, 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 Countermin, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Josh Conger

Staff Present: Glenn Rosenoff, 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 to the Rear Setback Requirements for Eastern Eight Development, Kirkland Place, Jonesborough, TN**

Chairman Tom Foster said this variance request was tabled from the April 16, 2022 meeting of the Board of Zoning Appeals, and an agreement has been reached between Eastern Eight Development and the Old State of Franklin Condominium Home Owners Association for the developer (Eastern Eight) to plant six (6) American Spring Grove Arborvitae, eight (8) feet apart, along the Eastern Eight rear property line that abuts 201 Landon Trail.

The variance request from the owner/applicant based on the 25-foot requirement is as follows: Unit 1 (130 Kirk Lane): 9'9"; Unit 2 (132 Kirk Lane): 7'6"; Unit 3 (134 Kirk Lane): 7'6"; and Unit 4 (136 Kirk Lane): 6'5"

Chairman Foster read the staff recommendation for the approval of the rear variance requests for Units 1-4 based on the PUD 25-foot requirements, and the measurements provided by the Building Inspector, including an agreeable screening/buffering between Unit 4 and 201 Landon Trail (within rear property of Eastern Eight Corporation), as presented. With there being no further discussion, Chairman Foster called for a motion.

Motion: Bill Graham made the motion to approve the variance request for the Eastern Eight Development as presented, seconded by Richie Hayward and duly passed.

3. Variance Request for a sign at the Jonesborough Elementary School, 710 North Cherokee Street, Jonesborough, TN

Chairman Tom Foster said this variance request was tabled from the April 16, 2022 meeting of the Board of Zoning Appeals. Chairman Foster read the staff recommendation which is based on the variance being granted on square feet by the Board of Zoning Appeals, and the Board of Mayor and Aldermen approving the amendment to the sign regulations permitting for electronic message boards in the R-1 zone, the recommendation is for the Planning Commission to approve the school sign proposed by Clark Nexsen.

Chairman Foster asked Commissioners if they had questions or comments, and with there being none called for a motion.

Motion: Jim Rhein made the motion to approve the variance for the new Jonesborough Elementary School monument sign to total 110 square feet, seconded by Richie Hayward and duly passed

**4. Variance Request for Persimmon Ridge Town Homes (PUD), 1541 West Jackson Blvd, Thomas Construction
Presented by: Gerald Thomas, Thomas Construction Company**

Thomas Construction Company, has submitted Construction Plans for Persimmon Ridge Townhomes located at 1541 West Jackson Boulevard. The proposed development is a Planned Unit Development (PUD) and therefore requires that no building be closer than twenty-five feet (25') to the exterior property line. The subject property is further described on Washington County Tax Map 59, Parcel 180.00.

A variance is being requested for a portion of the 25-foot PUD area of the west side of the property. The reason for this request is due to the location of the access easement on the neighboring property being north of where access is needed for the development. The access road must transition in a southerly direction along the westerly property line to serve the residential development. The area of transition is located within a portion of the buffer for this development. The request states that the overall development includes the buildings not being located within the 25-foot exterior boundary. The subject development is located abutting commercial use to the east and the variance would not have an adverse impact on the other land uses. The development adhered in most part to the comprehensive development standards and regulations of the town.

Chairman Foster read the staff recommendation for the approval of the variance request for the limited and identified area within the twenty-five feet (25') exterior property line, as presented. With there being no further discussion, Chairman Foster called for a motion.

Motion: Terry Countermine made the motion, seconded by Jim Rhein, to approve the variance request by Thomas Construction, as presented and recommended by staff. The motion was duly passed.

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

JONESBOROUGH BOARD OF ZONING APPEALS

CALLED MEETING

MINUTES – June 4, 2024

The Jonesborough Board of Zoning Appeals and Jonesborough Planning Commission met in a Called Meeting on Tuesday, June 4, 2024, at 8:00 a.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee. Chairman Tom Foster opened the meetings of the Board of Zoning Appeals and Planning Commission, Terry Countermine led the group in an opening Prayer, and Jim Rhein led the Pledge to the Flag.

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

Members Absent: Frank Collins, Josh Conger, Richie Hayward

Staff Present: Glenn Rosenoff, Donna Freeman, Shawn Jackson

Chairman Tom Foster noted a quorum was present and called the Board of Zoning Appeals to order.

**1. Request for a Variance to the Sideyard Setback Requirements for property located at 198 New Hope Road
Representative: Ron and Judy Cox, 198 New Hope Road, Jonesborough, TN**

The request is for a variance to add an addition to their existing single-family residence in the side yard at 198 New Hope Road, and further described on Washington County Tax Map 59-C, Group D, Parcel 7.00. Variance request is for a 3-foot side yard variance (left side of home), and as the property is zoned Planned Residential District (PRD), the established side yard setback for this planned development is 7 ½ feet. During the site plan process, the PRD developer establishes the minimum setbacks to encourage flexibility in design, and subsequently the planning commission during that site plan approval may accept or deny the developer's request for setbacks (the 7 ½ foot side yard setbacks were approved by planning commission). The 7 ½ side yard setback is the lowest standard in the town's zoning ordinance, with 8 feet being the next lowest setback for high density residential zones. The subject property is part of the Mill Creek Phase 1, Section 1 planned development. In reviewing the subject property, staff found no exceptional topographical conditions or other extra ordinary or exceptional situations or conditions at the property. If the variance is granted, the side yard setback would be reduced to 4 ½ feet. The adjoining residence to the west is estimated at 7 ½ feet to their property line. The recorded plat of the Mill Creek Phase 1, Section 1 notates an established easement area as stated "There shall be a 7.5 FT utility and drainage easement estimated along all interior lot lines and property lines.

Chairman Foster asked if there was anyone present to speak on the request. Tom Flagg, 203 New Hope Rd, owner of the property across the road from the property owners that want the variance. Tom Flagg said he feels this would be too much house for the small lot size and also feels it could be a hazard during a fire to the adjacent houses. Mr. Flagg said they have also added a deck on the house and it appears to be too close the property line. Chairman Foster thanked Tom Flagg for his comments.

Ron & Judy Cox, property owners of 198 New Hope Road. Judy Cox said they are asking for a 10 ft. x 22 ft. addition to the garage to give more room and staying within the boundaries of their property line. Ms. Cox said in regard to the deck being too close to the property line, she does not think that is correct. Ron Cox said none of their next door neighbors next to them and have not shown up at this meeting. Judy Cox said they have checked with their neighbors to see if there were any issues with them and no one seemed to have any issues with the proposed addition. Ron Cox said they are just trying to enjoy their last few years with a house they can enjoy and have the best home they can. Judy Cox said they want to keep the integrity of the neighborhood and keep their home looking good. Chairman Foster thanked Ron and Judy Cox for their comments.

Chairman Foster read the staff recommendation that stated the current 7 ½ foot side yard setback is already considered a low minimum setback for zoning and building purposes; there are no exceptional topographical conditions or other extra ordinary or exceptional situations or conditions at the property; and with the existing established utility and drainage easement of 7 ½ foot, the recommendation is to deny the variance request. Chairman Foster asked Commissioners if they had any questions or comments.

Motion: Bill Graham made the motion to deny the variance request for the Sideyard set back requirements for property at 198 New Hope Road. Bob Williams seconded the motion and it was duly passed.

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

Chairman Tom Foster opened the meetings of the Jonesborough Board of Zoning Appeals and the Jonesborough Planning Commission, Josh Conger led the group in an opening Prayer, and Jim Rhein led the Pledge to the Flag.

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES

JULY 23, 2024

The Jonesborough Board of Zoning of Appeals met in regular meeting on Tuesday, July 23, 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, Josh Conger, Bill Graham, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Terry Countermine, Robin Harpe

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 to the Jonesborough Sign Regulations for Signage at New Halifax Subdivision**
Presented by: Bill Yost, 309 Blount Street, Jonesborough, TN

The New Halifax Homeowners Association requested a variance to permit the installation of a secondary entrance sign at the corner of East Main Street and Blount Street; due to the development having two access points. The major entrance across the street is in close proximity to Jonesborough Senior Center and the other minor entrance off Blount Street. Blount Street is a highly utilized street for residents and visitors (including deliveries) and the HOA desires to have a “minor” entrance sign to better identify the access at Blount Street as New Halifax.

The sign regulations state that following: In addition to the signs permitted by subsection (1)(a) above, a thirty-two (32) square foot sign may be permitted to identify the name of a single-family development at the major entrance thereto. Sign areas larger than thirty-two (32) square feet must be approved by the board of zoning appeals.

The proposed sign is a post type sign, double sided (painted), and measures approximately 6 square feet. It is similar type design as for example a real estate sign. Since this is not a freestanding – monument type sign, the variance would be for location and type of sign used, and this type signage at a secondary/minor entrance appears to be in character with the prominent residential nature of the area.

Bill Yost said the sign design ties together with the current main entrance and it will be placed back approximately 7½ feet so that it will not restrict the view of vehicular traffic pulling out on to Main Street.

Chairman Foster read the staff recommendation to approve the variance request to allow for the location of a secondary (minor) entrance sign for New Halifax and for the sign to be a post type sign and to be located at the intersection of East Main Street and Blount Street, as presented. 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 for the approval of the variance request for a secondary entrance sign at the corner of East Main and Blount streets for New Halifax as presented. Josh Conger seconded the motion and it was duly passed.

3. Variance Request for Division of Property Located at 406 and 408 Spring Street Presented by: Montreal Brown, Property Owner, 406 Spring St, Jonesborough, TN and Daughter Pam Daniels

The request is for a variance on lot size for the Division of the Brown Property. The property is located on Spring Street and further described on Washington County Tax Map 60-B, Group E, Parcels 21.00 and 22.00. The current subdivision plan (before) shows 2 parcels with a residential dwelling being split between Lots 1 and 2.

The issue is that the R-1 zone requires a minimum of 15,000 square feet and therefore a 2-lot division would require a minimum of 15,000 per lot. The “after” plat shows the logical division and each residential structure situated on individual lots, Lot 2 meets the minimum lot size by containing approximately 0.37 acres or 16,117 square feet, however Lot 1 only contains approximately 0.29 acres or 12,632 square feet.

Pam Daniels addressed the Commission and said that the property line went through the Montreal Brown’s residence that divides the properties and that they want the property line to be “cleaned-up” by re-dividing the lines for the two properties.

Chairman Foster read the staff recommendation for the approval of the variance on the minimum lot size totaling 2,368 square feet for Lot 1 of the Division of the Brown Property, 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 the motion to approve the variance of the division of the Brown property as presented. Richie Hayward seconded the motion and it was duly passed.

Jim Rhein recused himself from acting as a Commissioner.

**4. Variance Request to the Setback Requirements for the Front, Side and Rear of Property Located at 210 Spring Street
Presented by: Jim Rhein, Property Owner, 404 West Main Street, Jonesborough, TN**

Jimmy Rhein addressed the Commission to request a rear yard setback variance of approximately 23 feet on the rear building located on Lot 2 and approximately 9 feet on the rear building located on Lot 3.

The property is zoned B-5 Heritage Business District with a rear setback requirement of 25 feet (only parcel in town zoned B-5), and is located on Spring Street and further described on Washington County Tax Map 60-B, Group B, Parcel 12.00. Since this involves a subdivision plan/plat Division of the Mill Spring Leasing Company Inc, the Planning Commission must approve the subdivision plan in order for any setback variance(s) to be approved. The tract of land is also known as the "Watauga Valley Railroad Historical Society and Museum Coach Yard". The impact of the variance does not affect the neighboring properties to the east, west, or south as the greatest impact would be on a future owner of Lot 1 (vacant), however with an approved plan that is recorded with the Register of Deeds, a future owner would have access to the plan prior to purchasing Lot 1 if that did occur.

Chairman Foster read the staff recommendation for the approval of the variance on buildings located on Lot 2 (23 feet) and Lot 3 (9 feet), as presented. Chairman Foster asked Commissioners if they had any questions or comments and with there being none, called for a motion.

Motion: Josh Conger made the motion to approve the variance on buildings located on Lot 2 (23 feet) and Lot 3 (9 feet), as presented. Bill Graham seconded the motion and it was duly passed.

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

JONESBOROUGH BOARD OF ZONING APPEALS

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: BZA-3

SUBJECT: Variance – Setback Requirements for Property Located at 1473
and 1475 Lemongrass Drive

BACKGROUND:

Joseph Ganger has submitted a variance request for properties located at 1473 and 1475 Lemongrass Drive. Mr. Ganger submitted a 2-lot plat for administrative plat approval, however since the plan involves the division of a duplex a variance is needed to recognize that no setbacks between the two units exist. The subject property is zoned PRD and is further described on Washington County Tax Map 59-C, Group I, Parcel 16.00. The duplex meets the PRD established setbacks for front, rear, and sides. Building Inspector JW Greene determined that the duplex joint unit walls have a 2-hour fire resistance rating and a note to that effect is on the subdivision plat.

The staff's review of the Meadows development shows other properties with duplex that have been subdivided and evidence of different owners of units and separate deeds. One example is the duplex located at 1133 and 1137 Lemongrass Drive.

Staff is reviewing possible amendments to the town's Zoning Ordinance and Subdivision Regulation on alternatives to permit the division of land for duplexes without the need for variances, but at present time, staff recommends granting the variance based on the centerline of the 2 units having the 2-hour fire resistance rating and the unit meeting the original setback for the duplex in the front, rear, and sides.

RECOMMENDATION:

Approve the variance request that there are no setbacks between the centerline of the 2 units (duplex), and that the plat notates the centerline of the 2 units has a 2-hour fire resistance rating, 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: Joseph Ganger Phone Number: 423-557-4396

Representative
Attending Meeting: Joseph Ganger Phone Number: 423-557-4396

Site Location/Area: 1473 and 1475 Lemongrass Dr. Jonesborough, TN 37659

Describe reason for Request Review:

- Major Subdivision Plat Site Plan Design Review Rezone Annexation Variance Other
Duplex currently sitting on one parcel, needs to be separated into individual parcels.

Submittals Included:

REPLAT -SIDE SETBACKS CANT BE MET BETWEEN ADJOINING UNITS

FOR STAFF USE ONLY:

Zoning District: PRD Development Type: Single Family Multifamily PUD Commercial
Setbacks: Front 20 Side 7.5 Rear 7.5 Tax Map: 59C Group: 1 Parcel ID: 016.00
Planning Commission Board of Zoning Appeals Design Review Commission BMA
Next Meeting Date & Time: AUGUST 20, 2024 Application Due Date: 8/1/2024

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): \$ 370 Date of Payment: 7/31/24

Owner Signature/Applicant: Joseph Ganger Date: 7/30/24

Receipt # 01270

PAID 7/31/24 CK

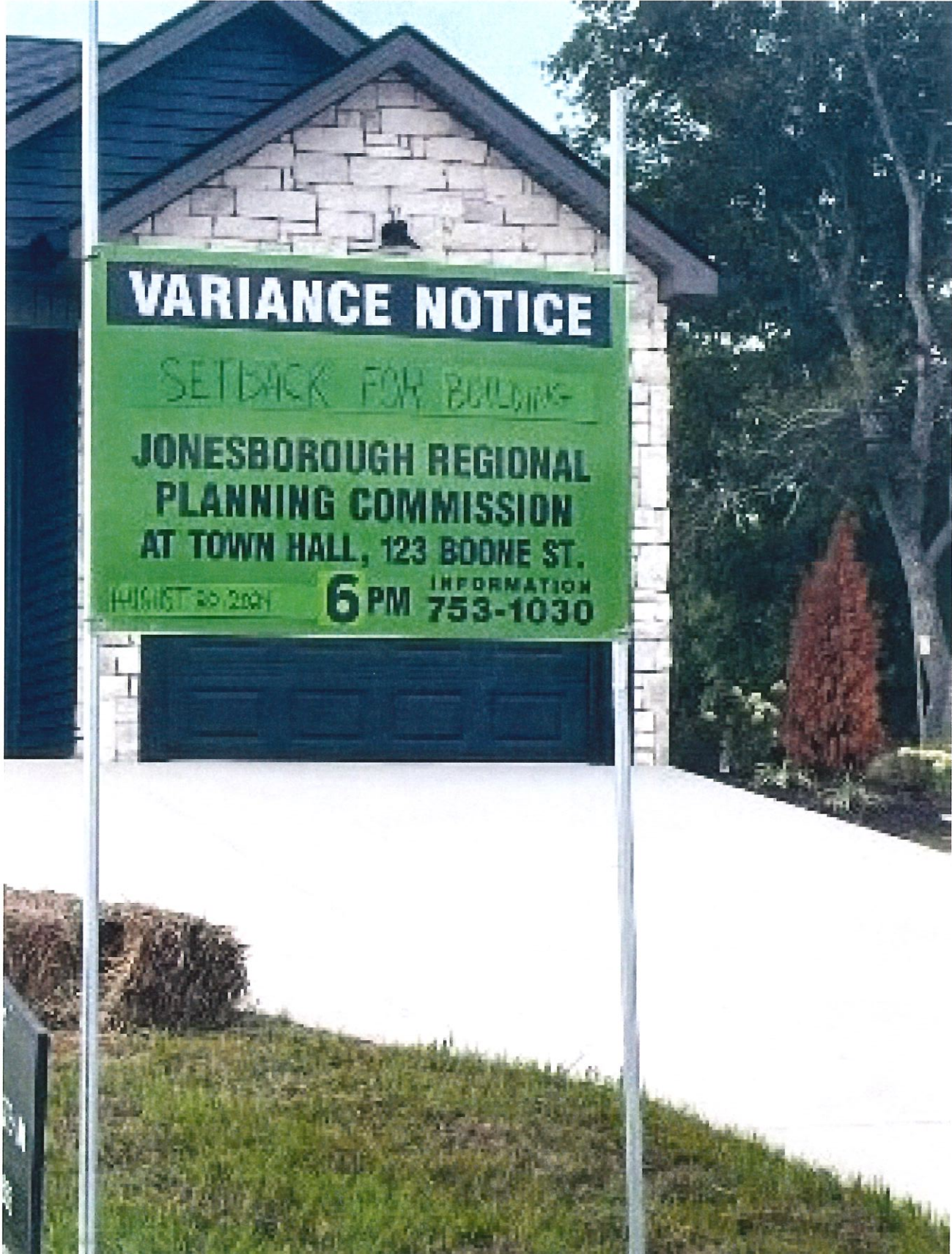
VARIANCE NOTICE

SETBACK FOR BUILDING

**JONESBOROUGH REGIONAL
PLANNING COMMISSION
AT TOWN HALL, 123 BOONE ST.**

HIGHEST 20/2004

6 PM INFORMATION
753-1030



JONESBOROUGH BOARD OF ZONING APPEALS

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: BZA-4

SUBJECT: Variance – Sideyard Requirements for Bradford Park PUD
Phase 4 – Unit 23 & Unit 241

BACKGROUND:

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 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. In similar manner when the planning commission was working on the Kirkland Park Place project, the original development of the 6 units **was not** a Planned Unit Development (PUD) and the setbacks were less restrictive. For instance, the zoning district required a 10-foot side setback for buildings, whereas the PUD (type of development) requires that a freestanding building not be closer than 25 feet to the exterior property line (PUD adds an additional 15 feet to the development for side yard setbacks).

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. Again, if not a PUD the setbacks are met for both Units. 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.

Variances may be granted due to extraordinary or exceptional situations or conditions of a piece of property, the strict application of the provisions of this chapter would result in exceptional and undue hardship upon the owner of such property; provided that such relief may be granted without substantial detriment to the public good and without substantially impairing the intent and purpose of this chapter. In granting a variance the board may attach thereto such conditions regarding the location, character and other features of the proposed building, structure or use as it may deem advisable in furtherance of the purpose of this chapter. Before any variance is granted it shall be shown that special circumstances are attached to the property which do not generally apply to other property in the neighborhood.

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 (not the zoning district – it remains R-1A) to a Planned Unit Development 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

RECOMMENDATION:

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.



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: BG + MLS Investments Phone Number: 423-791-2605

Representative

Attending Meeting: Jeff Jones Phone Number: 423-791-7446

Site Location/Area: 231, 233, 235, 237, 239, 241 Union Church Road

Describe reason for Request Review:

Major Subdivision Plat Site Plan Design Review Rezone Annexation Variance Other

PUD Requires 25' setback from adjoining property. One side is 13.25', other side is 12.84'

Submittals Included: units were built to R-1A zone

FOR STAFF USE ONLY:
Zoning District: R-1A Development Type: Single Family Multifamily PUD Commercial
Setbacks: Front 25' Side 25' Rear 25' Tax Map: 052F Group: D Parcel ID: 006.01, 006.02, 006.03
Planning Commission Board of Zoning Appeals Design Review Commission BMA
Next Meeting Date & Time: Application Due Date:

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: 7/25/2024

Owner Signature/Applicant: [Signature] Date: 07/24/24

VARIANCE NOTICE

SEBACKS-3 duplex to PUD

**JONESBOROUGH REGIONAL
PLANNING COMMISSION
AT TOWN HALL, 123 BOONE ST.**

AUGUST 20, 2024 6 PM INFORMATION
753-1030



JONESBOROUGH BOARD OF ZONING APPEALS

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: BZA-5

SUBJECT: Variance –Sign Regulations for Ridgeview Family Dental

BACKGROUND:

Ridgeview Family Dental owner R.W. Lauderback is requesting a variance to the sign regulations as the sign constructed and installed is not a monument sign. The subject property is located at 222 Headtown Road, and further described on Washington County Tax Map 52, Parcel 193.00.

Monument signs are required to be approved by the Planning Commission. Single tenant commercial signs shall not exceed 100 square feet and not exceed 14 feet in height. The total size of structure is 9'7"H X6'8"W or approximately 65 square feet and the total sign area is 4'H X6'W or 24 square feet. The height and square feet meet the sign regulations.

To conform with a "monument" sign, the same wood construction used for the existing sign can be used to fill in the bottom of the sign and the base thus be on the ground and meet the ground mounted monument sign requirement for the district. Staff concept of current sign conforming to monument signage is provided for discussion purposes.

The current sign was not permitted through the town's Building Department.

RECOMMENDATION:

Deny the current sign as presented and request that owner work with Building Department on a revised plan to fill in the bottom of sign and that the base be on the ground.



FROM WEB SEARCH



NEW SIGN- PIC TAKEN BY STAFF 7/8/2024



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 RIDGEVIEW FAMILY DENTISTRY PHONE: (423) 753-9191

BUS. ADDRESS: 222 HEARTOWN RD Zone: _____

TYPE OF BUSINESS: DENTISTRY

OWNER OF BUSINESS: R.W. LAUNERBACK PHONE: _____

SIGN CONTRACTOR: Self-made PHONE: () _____

TOTAL VALUE OF ALL PROPOSED SIGNAGE: \$ 1200

TYPE OF SIGNAGE

FREE-STANDING

1. Size Of Structure: Height 9'7" x Width 6'8" Illum: No

Sign Area: Height 4' x Width 6' = sq/ft 24
(Yes/No)

Sign Material: Plastic () Metal () Vinyl () Other (u) WOOD + foam board

Structure Material: Stone base _____ Brick base _____ Other STEEL POLES

2. (If two separate streets)

Size Of Structure: Height _____ x Width _____ Illum: _____
(Yes/No)

Sign Area: Height _____ x Width _____ = sq/ft _____

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: REPLACED SMILES DENTIST SIGN BECAUSE OF NEW OWNER AND NAME CHANGE

Signature: *Ralph Williams* Date: 7/6/2024
(Representative of Sign Company/Owner)

Sign Approved _____
Date _____ Building Inspector _____

Permit # _____ Amount \$ _____

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

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: 2

SUBJECT: Approval of Minutes

Attached for Planning Commission approval are the minutes of the following meetings:

- April 16, 2024 – Regular Meeting
- May 21, 2024 – Regular Meeting
- June 4, 2024 – Called Meeting
- June 18, 2024 – Regular Meeting
- June 24, 2024 – Called Meeting
- June 24, 2024 – Design Review Commission - Called Meeting
- July 23, 2024 – Regular Meeting

JONESBOROUGH PLANNING COMMISSION

MINUTES – APRIL 16, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, April 16, 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, Bob Williams

Members Absent: Josh Conger, Jim Rhein

Staff Present: Glenn Rosenoff, 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

The minutes of the February 20, 2024 Called Planning Commission meeting was presented for approval. Chairman Tom Foster asked Commissioners if they had any questions or corrections to the minutes. There being none, Bill Graham made the motion to approve the minutes as presented, seconded by Terry Countermine and duly passed.

3. Washing County Zoning Text Amendment – Event Venues

Presented by: Angie Charles, Planning Director – Washington County

At the March 19, 2024, Planning Commission meeting, much discussion followed regarding the text amendment drafted by Washington County. From town staff perspective, the discussion centered on how the current text amendment as written will impact county property owners (unincorporated only applies here) and distinguishing between what is currently allowed under the county's Agritourism as per the Washington County Zoning Resolution and the zoning text amendment. Town and county planning staff have discussed the amendment.

Angie Charles, Washington County Planning Director, addressed the Commission in regard to the proposed Washington County Zoning Text Amendment in regard to Event Venues.

The proposed text amendment is:

Article II (p.3)

395. Venue – *When not associated with **agritourism** (as defined), an event venue is a place of public assembly used for commercial events. Event venues are subject to a use agreement between a private group or individual and the venue owner. The venue owner may or may not charge a fee for the use of the venue.*

A-1 District (p.69)

601.3. *Uses Permitted Upon Review:*

601.3.1. *Venues. Subject to the following standards:*

1. *They shall operate entirely within an enclosed accessory structure, separate from any residential dwelling space.*
2. *The owner/operator shall live on premise.*
3. *Events hosted shall be limited to seventy-five attendees maximum. The owner/operator shall keep a log book of attendees.*
4. *All events must conclude and vacate the premise by 10 p.m., local time on Friday and Saturday, and by 9 p.m. on other days.*
5. *No concert events shall take place.*
4. *Lot area: two and a half acres (2.5) minimum.*
7. *A site plan shall contain and be subject to the same requirements found in Section 512.B. All structures and associated improvements, including parking areas, shall meet the same setback requirements found in Section 601.2.*
8. *Venues shall be considered a low impact use for Appendix A landscaping requirements, and as a place of public assembly for Sec. 502 parking requirements.*

B-3 District (p.93)

613.1.14. *Venues.*

Planning Commission members help a question and answer discussion with Angie Charles in regard to the proposed text amendments. Chairman Tom Foster read the staff recommendation for the approval of the proposed Washington County Zoning Text Amendment – Event Venues, as submitted by Washington County Planning, as presented. With there being no further discussion, Chairman Foster called for a motion.

Motion: Terry Countermine made the motion, seconded by Bob Williams, to approve the proposed Washington County Zoning Text Amendment – Event Venues, as submitted by Washington County Planning. Upon call of the roll, Commissioners voting Aye were: Terry Countermine, Bob Williams. Commissioners voting Nay were: Frank Collins, Bill Graham, Robin Harpe, Richie Hayward. The motion failed to pass.

5. Monument Sign – Jonesborough Elementary School
Presented by: Rachel Conger, Recreation Capital Project Manager

Chairman Foster noted that the variance of this monument sign for the Jonesborough Elementary was tabled by the Board of Zoning Appeals until their next meeting. The consensus of the Planning Commissioners was to also table the approval of the monument sign.

Motion: Terry Countermine made the motion to table this item until the next meeting of the Jonesborough Planning Commission, seconded by Robin Harpe and duly passed.

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

JONESBOROUGH PLANNING COMMISSION

MINUTES – MAY 21, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, May 21, 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 Counterline, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Josh Conger

Staff Present: Glenn Rosenoff, 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 Release of Performance Security Deposit and Irrevocable Letter of Credit

A. Request for release of the Performance Security Deposit for the Epling Multi-Use Development located off of Highway 11-E behind the Medicine Shop. The site was inspected by Shawn Jackson, Building Inspector, and found the site was stabilized and landscaping installed, and is requesting that the Performance Security Deposit be released.

Chairman Foster read the staff recommendation for the approval of the Performance Security Deposit in the amount of \$4,000.00 be released for the Epling Multi-Use Development located off Highway 11-E, as presented.

B. Request for release of the Irrevocable Letter of Credit #1618 that was issued by Commercial Bank in the amount of \$77,445.00 for Grading Security for the Wilson-Day Townhomes project (Alders Grove) located off Parsons Circle. The site was inspected by Shawn Jackson on May 16, 2024 and he found the site to be stabilized and no problems were seen. The request is for the release of the Irrevocable Letter of Credit. The borrower is identified on the Letter of Credit as Olde Town Partners, GP.

Chairman Foster read the staff recommendation for the approval of the Irrevocable Letter of Credit #1618 in the amount of \$77,445.00 be released for the Wilson-Day Townhomes project (Alders Grove) located off Parsons Circle, as presented.

C. Request for a Bond Reduction for The Cottage at Boones Creek located along Boones Creek Road from \$177,500 to \$31,500. The Cottages at Boones Creek, which is located off Boones Creek Road, received plat approval that included a

bond for completing Slonaker Circle on May 17, 2022 . The bond amount was \$177,500.00 and included: Six Inches (6") Base Stone - 1,412.32 Tons; Two Inches (2") Binder Mix - 462.70 Tons; and One and a Quarter Inches (1.25") of Asphalt Surface - 290.44 Tons. The developer has completed the majority of work identified above and is requesting a reduction in the bond amount from \$177,500.00 to \$31,500.00 based on Summers-Taylor schedule of values remaining on road completion as follows: Two Inches (2") Binder Mix (TDOT ROW) - 45 Tons; One-One Quarter Inches (1.25") of Asphalt Surface (TDOT ROW) - 20 Tons; and One-One Quarter Inches (1.25") of Asphalt Surface (Subdivision) - 187 Tons. Town staff's review of the reduced amount to \$31,500.00 received from Summers-Taylor is reasonable to secure the remainder of road completion.

Chairman Foster read the staff recommendation to the approve reducing the current bonding amount of \$177,500.00 to a total of \$31,500.00, as presented.

Chairman Foster asked Commissioners if they had any questions or comments on Item A, Item B, or Item C, and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the release of the Performance Security Deposit for the Epling Multi-Use Development in the amount of \$4,000.00, the release of the Irrevocable Letter of Credit #1618 in the amount of \$77,445.00 for Wilson-Day Townhomes (Alders Grove), and Bond reduction of \$31,500 for The Cottages at Boones Creek, as presented. Frank Collins seconded the motion and it was duly passed.

3. De-Annexation of Certain Property along Anderson Road Requested by: Whitney Riddle, Property Owner

In May of 2020, the Planning Commission made a recommendation to the Board of Mayor and Aldermen to annex 13.8 acres of an 18.5-acre tract Mr. Whitney Riddle owned off Anderson Road. The property was across Anderson Road from Ashley Meadows, which is within Jonesborough's corporate limits. The intent of the annexation was to develop a new 28 lot subdivision served by Jonesborough water and sewer (known as "Riddle Ridge Subdivision"). The request also included a request to zone the 13.8 acres PRD (Planned Residential Development). The issue is that the map that was used to identify the proposed annexation area showed the entire 18.5 acres rather than the 13.8 acres as requested by the owner. Annexation laws have changed dramatically several years ago whereby the dominant type of annexation is by Owner Consent. Mr. Riddle is requesting de-annexation of a tract of land identified as Washington County Tax Map 51-L, Group C, Parcel 29.00 to reflect the original owner's request. The site plan identifies this tract as containing 4.7 acres.

Chairman Foster read the three staff recommendations:

1. Recommend to the Board of Mayor and Aldermen de-annexation of parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres.

2. Recommend to the Board of Mayor and Aldermen amending the Plan of Services to remove parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres, including right-of-way.
3. Recommend to the Board of Mayor and Aldermen removing said tract of land from the Jonesborough Zoning Map identified as parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres and for zoning to be classified by the Washington County Board of Commissioners after the effective date of de-annexation.

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 to approve the three staff recommendations for the de-annexation of the Whitney Riddle on Anderson Road, as presented. Richie Hayward seconded the motion and it was duly passed.

**4. Site Plan for Persimmon Ridge Town Homes and Grading Security Bond
Developer: Gerald Thomas, Thomas Construction**

The request is for site plan approval for the Construction Plans for Persimmon Ridge Townhomes located at 1541 West Jackson Boulevard and further described on Washington County Tax Map 59, Parcel 180.00. The proposed development is a Planned Unit Development.

Proposed Use: Total of 27 townhomes/residential units.

Density: The proposed development meets the density of the zoning district. Although the zoning district is B-3, the residential density is based on R-3 High Density Residential zoning district.

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

Setbacks: Front 30 feet; Rear 20 feet and Side 10 feet. PUD standards include that no building will be located within 25 feet of all exterior property lines.

Lot Size: 3 acres

Ingress/Egress: The development's major access point is West Jackson Boulevard. Within the development there are internal connecting streets as shown on the site plan.

Streets: The streets proposed are private with 22 feet wide paved, and will be the responsibility of the HOA per the plans.

Parking: 2 spaces are required per unit. The plans meet the minimum parking requirements and have provided 5 additional parking spaces. No parking signs will be installed along the street to keep roadway clear for fire trucks.

Utilities: The developer is responsible for extending the 12-inch water line to the site. Water plans and acceptable sanitary sewer design plans have been reviewed and approved by utility staff.

All utilities will be installed by the developer and placed underground. The site plan includes 2 fire hydrants and meets the minimum standards for fire protection.

Stormwater: A Stormwater Management Plan for the development has been submitted.

Bonding: The Grading Permit Security Calculation Form was completed and totaled \$144,076.00.

Chairman Foster read the staff recommendation to approve the development layout for grading, roads, stormwater, and utility plans, as presented. 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 approve the Persimmon Ridge Town Homes development layout (site plan) for grading, roads, stormwater, and utility plans, as presented. Bill Graham seconded the motion and it was duly passed

Chairman Foster read the staff recommendation to approve the grading security in the amount of \$144,076.00. Chairman Foster 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 grading security in the amount of \$144,076.00 for Persimmon Ridge Town Homes, as presented. Richie Hayward seconded the motion and it was duly passed

5. Amendment to Jonesborough Sign Ordinance Presented by: Glenn Rosenoff

At the April 16, 2024 Planning Commission and Board of Zoning Appeals meetings the new Jonesborough K-8 School monument sign was on the two agendas to approve the design and location, and to grant a variance on signage square footage. Prior to the meetings, it came to staff's attention that electronic message boards were permitted in the B-3 and B-6 zoning districts, but not residential zones. Chairman Tom Foster, with support from the other members, asked that an amendment to the sign regulations was preferred versus the BZA granting a variance to allow an electronic message board in a residential zone as their action may potentially set a precedence. Chairman Foster provided guidance on what type of uses would be permitted to have electronic message boards in residential zones. Many factors considered in the proposed amendment are as follows: (1) The Jonesborough Zoning Ordinance allows for public owned buildings and uses, schools offering general education and churches to be constructed and operated in an R-1 (Low Density) residential district.; (2) Schools, churches, and public buildings frequently use message board signage that provides the general public, parents and students, with important information as they travel by.; (3) With much improved technology, LED signs with digital message boards can increase the ability to communicate more information in an acceptable

manner, without the manpower and the major investment of time involved in taking down and putting individual letters used in a manual message board sign.; and (4) It has been determined that it is in the general public's best interest for illuminated or electrical signs with message boards to be allowed in an R-1 zone in association with government buildings, schools and churches under the guidelines of Section 11-1207(7) and Section 11-1209 of the Jonesborough Sign Ordinance.

Based on these findings, town staff is recommending that Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance is hereby replaced in its entirety as follows:

11-1207(7)(a) The sign is located on property in a B-3 or B-6 zone, or on property associated with a government building or use, school offering general education, or church in an R-1 (Low Density) residential zone or other zone allowing those uses.

With this amendment, the Planning Commission will continue to review and approve the size, location, square footage, and design of monument signs regardless of zoning districts.

Chairman Foster read the staff recommendation to recommend to the Board of Mayor and Aldermen approval of the proposed amendment, Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance, as presented. 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 Board of Mayor and Aldermen approval of the proposed amendment, Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance, as presented. Jim Rhein seconded the motion and it was duly passed.

6. Monument Sign – Jonesborough Elementary School, 720 N Cherokee St

Based on the Board of Zoning Appeals approving the variance on square footage for the monument sign for the new Jonesborough Elementary School, Staff recommends approval of sign design. The design of the sign is the result of discussions with project staff and school personnel, and the look of the sign is intentionally complimentary to the design of the school.

Materials: A brick base, the same bricks at the school building, a Tiger orange border around the electronic board, and charcoal aluminum metal siding that is in a pattern reflecting the siding design of the school.

Lettering: The lettering designating Jonesborough Elementary School is at the top of the sign and in a font size large enough to be seen from a substantial distance away.

Location: There is one school sign even if the school is located along both N. Cherokee Street and extended Skyline Drive. The sign location is just before the western cross connection from extended Skyline Drive to the school parking area and travel lanes along the Tiger Park athletic area. The location has been selected for the

following reasons: (1) The sign can be seen from the new traffic circle as well as the end of the east end of extended Skyline Drive. The plan is to extend Skyline Drive to the Boones Creek Road, and motorists coming up to the school property from the Boones Creek Road need to be able to see and read the school sign from a distance.; (2) The visitor and car rider entrance to the school is not from N. Cherokee Street but from extended Skyline Drive, so motorists from N. Cherokee will still see the sign as they come around the traffic circle.; and (3) The sign has an electronic message board, and the sign location allows the message on the sign to be seen from both extended Skyline Drive as motorists pass as well as the travel lanes within the parking lot as motorists head to the school building.

(Note: The school administration has agreed only one school sign is necessary).

Message Board: The size of the message board is based on the size of the font needed to make it easy for motorists driving by the sign to read it without having to take their eyes off the road. The size is also based on allowing a reasonably sized message to be read in one view without the board shifting to the second half of a sentence. Again, this is a safety factor trying to minimize the time eyes are off the road. Also, the message can be read on both sides of the sign so motorists can read it if they do come from the Boones Creek Road. The motorists coming from the traffic circle will be able to read it going both directions.

Dimensions: The sized of the sign is 12 feet in height and 9 ft 4-inches on top and 8 ft. 8-inches at the base. This is a little over 100 square feet.

Sign Ordinance: The Jonesborough Sign Ordinance allows for a 32 square foot sign in a residential zone. The school property is zoned R-1, so a variance would have to be approved to allow the sign to be constructed. If in a commercial zone, the sign would meet code. A variance has been requested from the Board of Zoning Appeals because only one monument sign is needed, but it needs to be large enough to see from the appropriate distance that allows motorists to know where to turn without having to reverse direction. For example, if a motorist entering the traffic circle from Skyline Drive or Tavern Hill Road can see the sign and read Jonesborough Elementary, if that is their destination they are likely to go around the circle to extended Skyline Drive to enter the school grounds in the right location. If they go down N. Cherokee they will have turn around to get access the school. If coming from Boones Creek Road and you can read the sign, you will likely turn into the parking lot at the earliest location. The centrally located access has a gate that is closed before and after school.

Neighbors: There is one neighbor at this point which is across Skyline Drive from the sign. That person is Curtis Lynn. He owns the entire length of the property on the other side of extended Skyline Drive, but he does not live on that property. No other neighbor is even close to the sign.

Request/Recommendation: Based on the variance being granted on square feet by the Board of Zoning Appeals, and the Board of Mayor and Aldermen approving the amendment to the sign regulations permitting for electronic message boards in the R-1 zone, the recommendation is for the Planning Commission to approve the school sign proposed by Clark Nexsen.

Chairman Foster read the staff recommendation to approve the monument sign for the new Jonesborough Elementary School proposed by Clark Nexsen Architects, as presented. 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 to approve the monument sign for the new Jonesborough Elementary School, 720 North Cherokee Street, as presented. Robin Harpe seconded the motion and it was duly passed.

7. Open Space Request – The Meadows Subdivision

Due to no representation for the Open Space Request, Bill Graham made the motion to defer action on this item until a future meeting, Terry Countermine seconded the motion and it was duly passed.

8. Bond to Complete Phase 2 of Bittersweet Trail – Bradford Park PUD, Phase 2 Developer: Jeff Jones, 685 Shadden Road, Gray, TN

Bradford Park PUD Phase 2 is a total of two (2) lots therefore the plat approval process is internal to Administrative Plat Approval with J.W. Greene signing the Certification of Approval for Recording. Since the developer Jeff Jones is requesting bonding approval for completing the topcoat and sidewalks as part of the project, the Planning Commission is required to approve the bonding amount and the list of improvements being secured. Water and sewer are already installed for Phase 2. The list of improvements to be bonded are as follows:

1. Install asphalt topcoat to complete Phase 2 of Bittersweet Trail in the amount of \$15,315.00. The original quote received by staff was on April 22, 2024 and significant road improvement was performed as of May 15, 2024.
2. Install sidewalk along Bittersweet Trail in the amount of \$14,000.00.
3. Total bonding amount is \$29,315.00.

Staff has been working with the bonding company and underwriter. This process has taken longer than expected due to planning staff delays and not the developer.

Chairman Foster made the motion to approve the total bonding amount of \$29,315.00 to complete the topcoat and sidewalk on Bittersweet Trail for Bradford Park PUD Phase 2, based on Town Attorney approval, 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 the motion to approve the total bonding amount of \$29,315.00 to complete the topcoat and sidewalk on Bittersweet Trail for Bradford Park PUD Phase 2, based on Town Attorney approval, as presented. Richie Hayward seconded the motion and it was duly passed.

9. Site Plan and Grading Security Bond for Wendy's Restaurant, 376 East Jackson Blvd

Presented by: Todd Wood, Engineer, 1804 Galen Drive, Johnson City, TN

A new Wendy's Restaurant is proposed off East Jackson Boulevard (376 E. Jackson Blvd), and further described on Washington County Tax Map 060A, Group D, Parcel 6.02. The total area site area is 1.2 acres.

Attached is the site plan, and the following is a review of the site plan:

Developer: Mainship Properties, LLC is the owner/developer and DTWood Engineering, Inc is the engineering company.

Proposed Use: The proposed use is for a 1,000 square foot restaurant and drive-thru business.

Zone: The property is in the town limits and is zoned B-4.

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

Ingress/Egress: The plans show vehicular access at Jackson Boulevard which is a signalized intersection. Todd Wood said the common access is already in place.

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 Stormwater Management Plan has been submitted as part of the project.

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 \$35,160.00.

The site plan meets the minimum requirements of the regulations.

Chairman Foster read the staff recommendation to approve the Site Plan for the Wendy's Restaurant, including the grading bond in the amount of \$35,160.00, as presented. Chairman Foster 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 Site Plan for the Wendy's Restaurant, including the grading bond in the amount of \$35,160.00, 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 meeting.

JONESBOROUGH PLANNING COMMISSION

CALLED MEETING

MINUTES – June 4, 2024

The Jonesborough Planning Commission met in a Called Meeting on Tuesday, June 4, 2024, at 8:00 a.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Frank Collins, Josh Conger, Richie Hayward

Staff Present: Glenn Rosenoff, Donna Freeman, Shawn Jackson

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

Chairman Foster announced that the request for rezoning a certain portion of property along East Main Street currently zone R-1 (Low Density Residential) and B-3 (Arterial Business) to R-3 (High Density Residential) had been withdrawn by the developer and will not be considered at this meeting. Chairman Foster gave opportunity to those who had signed the Public Comment Sign-Up Sheet to speak.

Joel VanEaton, 871 Vines Farm Lane, Lon Reed, 601 East Main Street, and Tom Flagg, 119 Heritage Court, addressed the Commissioners and voiced their concerns in regard to the large development, complaints about the rezoning signage, better notification on the letters that were mailed out to residents, and the increase of traffic and other issues along East Main Street, Chuck's Alley to East Jackson Blvd.

Chairman Foster noted that the current R-1 Zone, as well as the B-3, does allow for single and multi-family homes with a reduction of the number of units allowed.

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

JONESBOROUGH PLANNING COMMISSION

MINUTES – JUNE 18, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, June 18, 2024, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Josh Conger, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Frank Collins, Terry Counterline

Staff Present: JW Greene, Donna Freeman

Chairman Tom Foster called the meeting to order. Josh Conger led the group in an opening Prayer, and Jim Rhein led the pledge to the Flag.

1. Chairman Foster asked if there were any Public Comments and there were none.
2. **Request for Approval of a Zoning Text Amendment to the R-1 (Low Density Residential) Zoning District**

The purpose of the proposed zoning text amendment is to further establish lower density land uses and the type of housing units in character with traditionally “low density” districts that predominantly allow for single-family residences, versus single family, two-family and multi-family residences. The Town of Jonesborough has experienced historical growth in residential land uses and developments, and parts of the zoning code are decades old on permitted uses within residential zoning districts, and the code needs to redirect focus on neighborhood development compatibilities. Traditional R-1 zones within the region have been the zones whereby lot sizes are larger and typically permit only single family residential land uses to promote low density developments. The current zoning code has many other zoning districts that permit more dense residential land uses that developers can develop within or go through the rezoning process and request higher density land uses within the corporate limits. Moving to a more traditional R-1 zone promoting single family residential uses is in the best interest of the town. For this reason, the recommendation is to amend the R-1 zoning district and eliminate the two-family residences and multi-family residences from said zone, as stated below.

11-513. R-1 (Low Density) Residential District. It is the intent of this district to establish low density residential areas along with open areas that appear likely to develop in a similar manner. The requirements for the district are designed to protect essential residential, historic and aesthetic characteristics of the district and to promote and encourage an environment for family life; and to prohibit all business activities. In order to achieve the intent of the R-1 (Low Density) Residential Districts, as shown on the zoning map of the Town of Jonesborough, Tennessee, the following uses are permitted:

(1) Single-family residences, except mobile homes.

~~(2) Two (2) family residences. (Delete)~~

~~(3) Multi-family residences; provided that a site plan is submitted to the building inspector for review and approval. (Delete)~~

Chairman Foster explained that the changes to the zoning text amendment is to only allow single family residences, except mobile homes; and read the staff recommendation to recommend to the Board of Mayor and Aldermen approval of the zoning text amendment, as presented. Chairman Foster asked Commissioners if they had any comments or questions, and there were none.

Motion: Bill Graham made the motion, seconded by Robin Harpe, to recommend to the Board of Mayor and Aldermen the approval of the zoning text amendment, as presented. The motion was duly passed.

**3. Request for a Temporary Business Permit for Apple Creek Creamy
Representative: Chris Buckland, 1203 Gray Station Sulphur Springs Road,
Jonesborough, TN**

The request is for approval of a temporary business permit for the purpose of serving ice cream located at 211 Forest Circle, Jonesborough, TN. Town staff review of the application finds that the only item lacking is proof of a Jonesborough business license; and has been working with Mr. Buckland for several months to work through the requirements and standards stated in the municipal code for temporary businesses, including staff developing a bona fide application form to help guide applicants of temporary businesses through the process. Staff recommends with the number of months in operation and the number of general public utilizing the facilities that the Planning Commission requiring a portable toilet/porta potty and wash station for sanitary purposes.

Chairman Foster asked Chris Buckland if he would like to address the Commission. Mr. Buckland said he had been by notified by Sarah Shelton Johnson and R. David Mauk (landowners of the property that he has a lease agreement with, that they will be putting the said up for sale in the very near future. Mr. Buckland stated that his lease is up on August 1, 2024.

Chairman Foster read the staff recommendation to approve the Temporary Business Permit for Apple Creek Creamery for a period of eight (8) contiguous months as per the current Jonesborough Municipal Code Title 5, Chapter 1, on condition of verifying proof of a Jonesborough Business License for said business within 48 hours of Planning Commission approval. Chairman Foster noted that the Town offices would be closed on Wednesday, June 19th for a holiday, that he felt Mr. Buckland should be given 72 hours to get the Jonesborough Business License instead of 48 hours. Chairman Foster asked Commissioners if they had any comments or questions, and there were none.

Motion: Josh Conger made the motion approve the Temporary Business Permit for Apple Creek Creamery for a period of eight (8) contiguous months as per the current Jonesborough Municipal Code Title 5, Chapter 1, on condition of verifying proof of a Jonesborough Business License for said business within 72 hours of Planning Commission approval. Richie Hayward seconded the motion and it was duly passed.

4. **Request to rezone property along Miller Drive / West Jackson Blvd, from R-1 (Low Density Residential) and B-3 (Arterial Business) to PRD, Wolfe Development**
Representative: Todd Wood, DTWood Engineering, 1804 Galen Drive, Johnson City, TN

Wolfe Development submitted a rezoning request to rezone 3 tracts of land from R-1 (Low Density Residential to PRD (Planning Residential District) (Parcels 3.04 and 3.03), and B-3 (Arterial Business District) to PRD (Planning Residential District) (Parcel 1.01) off Miller Drive and West Jackson Boulevard. A conceptual plan has been submitted to show a proposed single-family residential development with 20 home sites. (**Note:** The concept plan is not for consideration at this time.) The subject properties are identified on Washington County Tax Map 59-D, Group A, Parcels 3.04, 3.03, and 1.01, totaling approximately 7.15 acres. Single-family residences are consistent with the immediate residential areas. The 20 lots shown on the concept plan is less density if you examine the split zones among the 3 properties, and in particular the B-3 zone permits for High density residential land uses (uses the R-3 zoning density); therefore, the proposed rezoning is reasonable for the combination of lots and density; and the proposed 20-lots for single family development is in character with the immediate area. The PRD zone encourages a residential design that is not based on a minimum lot size, but on a plan that takes into account the terrain, the drainage ways, and the design varies to meet the existing environmental factors. You grade streets and actual house locations, but grading is kept at a minimum. House sizes vary to fit the existing terrain, and there is no required 30-foot front setback that requires so much more grading. The Planning Commission receives a detailed plan of at least five (5) acres that proposes density, lot size, setbacks, street layout, etc. Houses can be clustered and in trade off, there is a requirement for common space. Owners may have less yard, but there are open spaces built into the development. Sidewalks are required on both sides of the street, but a sidewalk only on one side can be allowed if the Planning Commission approves a pedestrian access plan in which a walking trail or other pedestrian way is used as a means to get pedestrians around the subdivision.

Chairman Foster asked if there was any citizens present that had any comments in regard to the proposed rezoning request.

1. John Walker, 901 West College Street, Jonesborough, TN, said he was okay with the proposed development; and expressed his concerns about the possibility of increased flooding, due to the current flooding issues in this area ,and the increase of traffic. Mr. Walker presented a hand-out to the Commission noting drainage

and flooding issues (hand-out is on file with original minutes of this meeting). Chairman Foster thanked John Walker for his comments.

2. Lisa Marker, 1103 Miller Drive, Jonesborough, TN, addressed the Commission about with her concerns about the proposed rezoning and development increasing the traffic volume. Ms. Walker said there is currently traffic problems on Miller Drive especially with vehicles speeding, thru-traffic coming from Ingles Market to West College Street, the children in the neighborhood playing in the streets. Lisa Marker also noted that the rezoning sign was placed on West Jackson Blvd and not on Miller Drive as well. Chairman Foster thanked Lisa Marker for her comments.
3. David Sell, 705 West College Street, Jonesborough, TN, said he was in support of the rezoning and the PRD zone; and expressed his concerns about drainage and flooding issues. Chairman Foster thanked David Sell for his comments.

Chairman Foster said that the PRD zone was very restrictive and better zone for single-housing development, and that the property owner/developer could still build up to twenty (20) homes on lots under the current R-1 and B-3 zones should the PRD zone did not pass. Chairman Fost asked Todd Wood if he had any comments.

Todd Wood said the ingress/egress will be on Miller Drive and not West Jackson Blvd, the sidewalks will be on side of the street, the surrounding 25' perimeter provides flexibility and green space, and the drainage will be addressed in the site plan when it is presented to the Commission for approval at a future meeting.

Chairman Foster read the staff recommendation to recommend to the Board of Mayor and Aldermen the rezoning of Wolfe Development's 3 tracts of land from R-1(Low Density Residential to PRD (Planned Residential District),Parcels 3.04 and 3.03, and B-3 (Arterial Business) to PRD (Planned Residential District) Parcel 1.01, identified on Washington County Tax Map 59-D, Group A, as presented. Chairman Foster asked Commissioners if they had questions or comments and there were none.

Motion: Josh Conger made the motion the approve the rezoning request for Wolfe Development to rezone 3 tracts of land from R-1 (Low Density Residential to PRD (Planning Residential District) (Parcels 3.04 and 3.03), and B-3 (Arterial Business District) to PRD (Planning Residential District) (Parcel 1.01) off Miller Drive and West Jackson Boulevard, as presented and recommended by staff, seconded by Bill Graham and duly passed.

5. Minor Site Plan Revision – Bradford Park, Phase 3
Representative: Jeff Jones, 685 Shadden Road, Gray, TN

The request is for a minor revision to the Bradford Park, PUD Phase 3 from the original site plan by adding one additional unit, which requires Planning Commission approval. The topcoat and sidewalks for Bittersweet Lane are already bonded through the approval of Phase 2 last month. The additional unit meets the density requirements and meets the internal setbacks as well.

Chairman Foster read the staff recommendation to approve the minor revision to the site plan adding one unit which meets the density requirements and setbacks for the overall development. Chairman Foster asked Commissioners if they had questions or comments and there were none.

Motion: Josh Conger made the motion to approve the minor site plan revision for Bradford Park, PUD Phase 3, as presented and recommended by staff. Robin Harpe seconded the motion and it was duly passed.

Chairman Foster announced that Monday, June 24, 2024 at 8:00 a.m., will be the Called Meeting of the Planning Commission and Design Review Commission, and with there being no further business for discussion, the meeting was adjourned.

JONESBOROUGH PLANNING COMMISSION

CALLED MEETING

MINUTES – June 24, 2024

The Jonesborough Planning Commission met in a Called Meeting on Monday, June 24, 2024, at 8:00 a.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: None

Staff Present: Glenn Rosenoff, Donna Freeman, Shawn Jackson, JW Greene

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

**1. Review and Consideration of a Final Plat for Skyline Landing Subdivision
Presented by: Ethan Buckingham, 317 Boulder Court, Gray, TN**

The request is for final plat approval for 20 lots in the Skyline Landing Subdivision (aka original name Giant Oak” located off Skyline Drive with 4 new internal subdivision roads labeled Azure Landing, Middays Rest, Twilight Falls, and Daybreak Crest, and containing approximately 33.72 acres. The subject property is further described on Washington County Tax Map 51-L, Group D, Parcel 1.00. The current owner is RET Partnership, and the surveyor is McCoy Land Surveying. The final plat shows the following details needed for final approval by the Planning Commission and the Secretary of the Planning Commission being able to sign the Certificate of Approval for Recording:

1. In lieu of sidewalks in the amount of \$26,369.00.
2. Estimate on bonding for topcoat of asphalt to complete internal roads.
3. Estimate on sidewalk (one side only) if not complete by time of Planning Commission meeting.
4. Proof that streetlights have been ordered.

Chairman Foster asked Ethan Buckingham if the four listed conditions have been met as recommended by staff. Mr. Buckingham said that they have been working with staff and all the requirements have been met.

Chairman Foster read the staff recommendation for final plat approval due to the four required conditions being met. 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 final plat for Skyline Landing Subdivision, as presented. Jim Rhein seconded the motion and it was duly passed.

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

JONESBOROUGH DESIGN REVIEW COMMISSION

CALLED MEETING

MINUTES – June 24, 2024

The Jonesborough Design Review Commission met in a Called Meeting on Monday, June 24, 2024, at 8:00 a.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: None

Staff Present: Glenn Rosenoff, Donna Freeman, Shawn Jackson, JW Greene

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

**1. Review and Consideration of the Building Design Plan for Wendy’s Restaurant, 376 East Jackson Blvd, Jonesborough, TN
Representative: Tammy Howell, 1819 Bear Cat Road, Catlettsburg, Kentucky**

Glenn Rosenoff, Town Administrator, said staff has had several communications with the Wendy’s representatives over the project and both parties have attempted to reach the minimum 75% exterior wall standards as provided for in the design guidelines (see attached). The front façade has the following materials and percentages proposed:

- Masonry 75%
- Fiber Cement 20%
- Concrete 5%

The proposed façade plan meets the minimum requirements of the design guidelines, primarily by achieving 75% exterior wall material of masonry and stone at the door (left side of building front). The guidelines state the following regarding *Building Facades*:

A minimum of seventy-five percent (75%) of every exterior building wall, excluding glass, which is visible from a public right-of-way or an abutting residential development (if not buffered) shall be comprised from the following materials: natural clay brick; and/or natural quarried stone products. Secondary façade materials, which may be used up to twenty percent (20%) on exterior

building walls include: all-encompassing synthetic stuccos or concrete based products; and/or other materials as approved by the Building Inspector. Painted smooth-faced concrete block, wood, architectural metal, and/or other materials differing from those used as primary and secondary materials may be utilized, in an amount not to exceed five percent (5%).

Exterior building materials for roofed overhangs, porches, porch-ceilings, and soffits are excluded from these design guidelines. The secondary material consisting of fiber cement has been approved by the Building Inspector as an acceptable material to concrete based products representing 20% of exterior materials. The remaining 5% materials consisting of concrete storefront curb, meets the minimum requirements of the design guidelines to not exceed 5%.

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

Motion: Josh Conger made the motion to approve the design of the Wendy'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

MINUTES – JULY 23, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, July 23, 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, Josh Conger, Bill Graham, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Terry Countermine, Robin Harpe

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

Jim Rhein recused himself from acting as a Commissioner.

2. **Subdivision plat for property located along Spring Street** **Presented by: Jim Rhein, Property Owner,**

The request is for final plat approval of a 3-lot subdivision plan division of the Mill Spring Leasing Company Inc for property located on Spring Street and further described on Washington County Tax Map 60-B, Group B, Parcel 12.00. The Board of Zoning Appeals variance request was granted on the rear setbacks for Lots 1 and 3, and the plat meets the remainder of requirements of the Subdivision Regulations.

Chairman Foster read the staff recommendation to approve the final plat of the division of the Mill Spring Leasing Company Inc, subject to the Board of Zoning Appeals granting the rear back setback variances, as presented. Chairman Foster asked Commissioners if they had any questions or comments and with there being none, called for a motion.

Motion: Frank Collins made the motion, seconded by Bob Williams, to approve final plat of the division of the Mill Spring Leasing Company, Inc., as presented. The motion was duly passed.

Jim Rhein rejoined the Planning Commission meeting.

Chairman Foster said the New Halifax sign approved by the Board of Zoning Appeals needs to be added to the Planning Commission agenda. Josh Conger made the motion to add the New Halifax sign to the agenda, seconded by Bill Graham and duly passed

3. New sign for New Halifax Subdivision

Presented by: Bill Yost, 309 Blount Street, Jonesborough, TN

Bill Yost requested approval of the sign for the second entrance of New Halifax subdivision, to be located at Blount Street and East Main Street (Note: Sign was approved by the Board of Zoning Appeals on July 23, 2024.)

Motion: Bob Williams made the motion to approve the new secondary signage for New Halifax subdivision as presented, seconded by Bill Graham and duly passed.

**4. Subdivision Plat – Property located along Miller Drive and Cherry Ridge Road
Representative: Kelly Wolfe, Wolfe Development, Property Owner, 162 Vines Drive, Jonesborough, TN**

The request is for final plat approval of the Division of Lot 2 of the Hicks Property PB-23 PG-34 containing 3 lots, totaling 1.17 acres, and located on Cherry Ridge Drive and Miller Drive. The subject property is located within the town corporate limits, and the subdivision plan meets the minimum requirements of the Jonesborough Subdivision Regulations.

Chairman Foster read the staff recommendation to approve the final plat of the division of Lot 2 of the Hicks Property PB-23 PG-34, as presented. Chairman Foster asked Commissioners if they had any questions or comments and with there being none, called for a motion.

Motion: Josh Conger made the motion to approve the final plat of the division of Lot 2 of the Hicks Property PB-23 PG 34, (owned by Wolfe Development) as presented. Bill Graham seconded the motion and it was duly passed.

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

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: 3

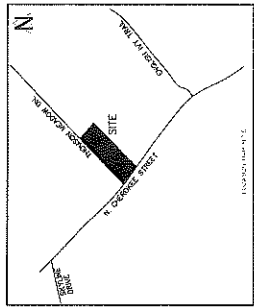
SUBJECT: Final Plat Division Lot 2 Baines Property-Thomason Meadow Lane

BACKGROUND:

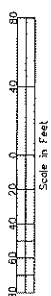
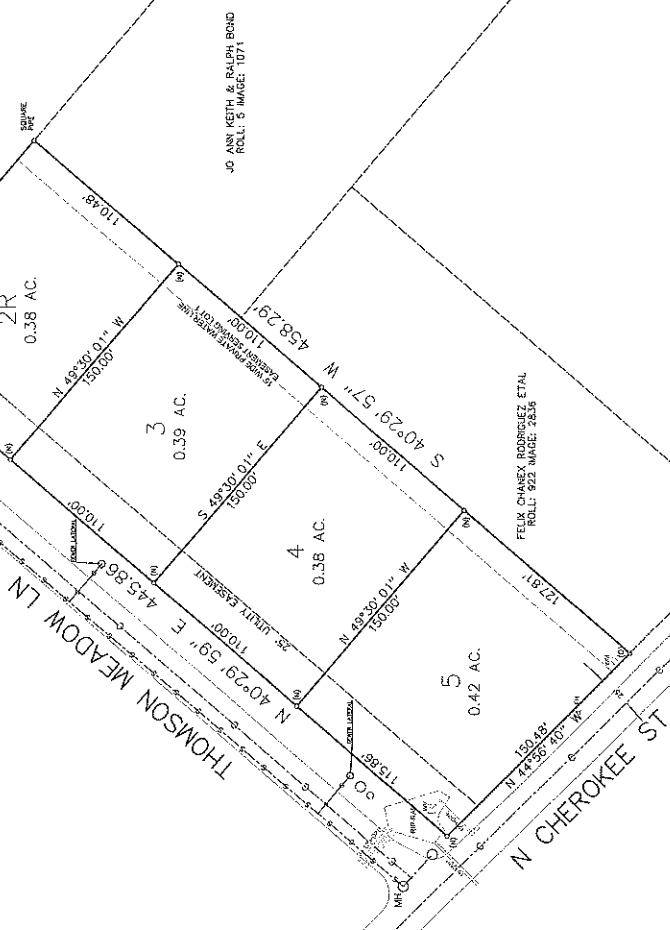
The request is for final plat approval of the Division of Lot 2 of the Baines Property containing 4 lots, totaling 1.57 acres and located on Thomson Meadow Lane (Lot 5 is at the corner of Thomson Meadow Lane and N. Cherokee Street). The owners are Melvin DD and Linda Baines, and the surveyor is Steven Lyons, Lyons Surveying Company. The subdivision plan meets the minimum lot size requirement as per the Zoning Ordinance and meets the minimum requirements of the Subdivision Regulations.

RECOMMENDATION:

Approve the final plat of the Division of Lot 2 of the Baines Property, as presented.



P.R. 23 - PG. 36
ROLL: 899 IMAGE: 1892



LYONS SURVEYING COMPANY
CHATTANOOGA, TENNESSEE 37415
PHONE 423 477-2847

NOTES:
1. REFER TO SHEET P.B. 23 PG. 35 FOR THE BALANCE OF THE SURVEY AND THE BALANCE OF THE PLATS.
2. THE SURVEY WAS MADE BY THE METHOD OF TRIANGULATION AND THE CORRECTION WAS MADE BY THE METHOD OF THE LEAST SQUARES.
3. THE SURVEY WAS MADE BY THE METHOD OF TRIANGULATION AND THE CORRECTION WAS MADE BY THE METHOD OF THE LEAST SQUARES.
4. THE SURVEY WAS MADE BY THE METHOD OF TRIANGULATION AND THE CORRECTION WAS MADE BY THE METHOD OF THE LEAST SQUARES.
5. THE SURVEY WAS MADE BY THE METHOD OF TRIANGULATION AND THE CORRECTION WAS MADE BY THE METHOD OF THE LEAST SQUARES.

ACCEPTANCE OF OVERSEER AND APPROVAL
I, THE UNDERSIGNED, OVERSEER OF THE DISTRICT OF...
DATE: _____

CERTIFICATE OF APPROVAL FOR RECORDS
I HEREBY CERTIFY THAT THE ABOVE SURVEY...
DATE: _____

CERTIFICATE OF APPROVAL FOR RECORDS
I HEREBY CERTIFY THAT THE ABOVE SURVEY...
DATE: _____

CERTIFICATE OF APPROVAL FOR RECORDS
I HEREBY CERTIFY THAT THE ABOVE SURVEY...
DATE: _____

OWNER OF LOT 2 OF THE BANK'S PROPERTY
JONATHAN RICHARD ALBANEY COMMISIONER
DATE: _____

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: 4

SUBJECT: Monument Sign – 1000 West Jackson Blvd – Wolfe Development

BACKGROUND:

Wolf Development is requesting approval to replace the current business multi-tenant monument sign with a new sign to be located at 1000 W. Jackson Boulevard. The subject property is further described on Washington County Tax Map 59-D, Group A, Parcel 5.01.

Commercial signs (single tenant) shall not exceed 100 square feet and not exceed 14 feet in height.

The proposed sign identifies a total of 7 separate businesses within the commercial strip center. The sign regulations state the following for multi-tenant businesses:

Multiple tenant commercial buildings with seven (7) or more tenants may apply for an additional eleven (11) square feet of sign area for each additional tenant above six (6) up to a maximum of one hundred forty-four (144) square feet.

The proposed total size of the sign structure is 14'Hx8'W or 112 square feet and will be internally illuminated. The total sign area is 9'Hx8'W or 72 square feet. The height and sign square feet meet the requirements of the sign regulations.

RECOMMENDATION:

Approve the new monument sign replacement plan for the multi-tenant commercial business at 1000 W. Jackson Boulevard, as presented.

1000

WEST JACKSON BLVD



DELTA NINE
DELIVERY



Little Caesars

**BOONES CREEK
MEDICAL**



STAY ALIGNED
—CHIROPRACTIC—

**MICHAEL
MONGER, D.D.S.**

NT NAILS

Beauty Lounge

LEASE
CALL
FOR MORE INFO







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 Wolfe Development PHONE: () 913-2555

BUS. ADDRESS: 1000 West Jackson Blvd Zone:

TYPE OF BUSINESS:

OWNER OF BUSINESS: Wolfe Development PHONE: 913-2555

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

TOTAL VALUE OF ALL PROPOSED SIGNAGE: \$ 10,500.00

TYPE OF SIGNAGE

FREE-STANDING

1. Size Of Structure: Height 14 x Width 8 Illum: Y (Yes/No)

Sign Area: Height 9 x Width 8 = sq/ft 72

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

Structure Material: Stone base Brick base Other Alum

2. (If two separate streets)

Size Of Structure: Height x Width Illum: (Yes/No)

Sign Area: Height x Width = sq/ft

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: JK FA Date: 8/7/24
(Representative of Sign Company/Owner)

Sign Approved _____ Date _____ Building Inspector _____

Permit # _____ Amount \$ _____

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

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: August 20, 2024 AGENDA ITEM #: 5

SUBJECT: Request for Change of Site Plan from Multi-Family to Commercial

BACKGROUND:

The request is for site plan approval of the Bradford Park self-storage business located off Presidential Drive. The subject property is classified as Lot A containing approximately 1.8 acres, and Lot B containing approximately 3.8 acres, and further described on Washington County Tax Map 052-F, Group D, Part of Parcel 6.00. This site as shown in the plans as submitted was originally planned as a Planned Unit Development with multi-family dwelling units. The owner has made changes to his plans and has submitted a change in site plan from multi-family to self-storage and a commercial building. The zoning permits this type of land use and therefore the site plan must come before the Planning Commission to approve the site plan and recognize the change in development plan.

Attached is the site plan, and the following is a review of the site plan:

Developer/Engineer: Jeff Jones/Todd Wood

Proposed Use: Proposed for Lot A is 18,000 square feet of commercial warehouse with associated office; and proposed for Lot B is self-storage and climate-controlled storage

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

Setbacks: The setbacks are determined as Front: 30 feet, Rear 25 feet, and sides 10 feet. The plan appears to meet the minimum setback requirements.

Ingress/Egress: The site plan shows two means of ingress/egress (access) off Presidential Drive.

Utilities: All utilities are available to the subject property and extensions of said utilities into the site by the developer will be placed underground.

Parking: Parking meets the requirements of town regulations.

Hydrants: The developer will work with the Jonesborough Fire Department to ensure adequate fire protection at the site prior to the issuance of a building permit.

Stormwater: A Stormwater Management Plan prepared by Engineer Todd Wood has been submitted and the cover page identifies "Revision Note" information.

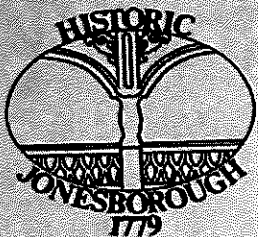
Erosion: The erosion control plan has been included with the overall site plan.

Landscaping: Sheet C1 shows the Site and Landscaping Plan with **significant** buffering identified around the site since the use is commercial and the adjoining land uses are residential in nature. The Planning Commission approves the landscape layout, and the Tree and Townscape Committee will 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 is complete, and the amount submitted is \$31,720.00.

RECOMMENDATION:

1. Approve the change in site plan from multi-family to commercial use.
2. Approve the Site Plan, Grading, and Stormwater.
3. Approve the Grading Permit Security in the amount of \$31,720.00.



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: Jeff Jones Phone Number: 423-791-7446

Representative

Attending Meeting: Jeff Jones/Todd Wood Phone Number: 423-791-4730

Site Location/Area: Bradford Park on Residential Drive
behind Captain D's

Describe reason for Request Review:

Major Subdivision Plat Site Plan Design Review Rezone Annexation Variance Other
site, grading, and stormwater plan to change approval
from townhomes to commercial and self-storage

Submittals Included:

Site Plan, grading security estimate

FOR STAFF USE ONLY:

Zoning District: _____ Development Type: Single Family Multifamily PUD Commercial

Setbacks: Front _____ Side _____ Rear _____ Tax Map: _____ Group: _____ Parcel ID: _____

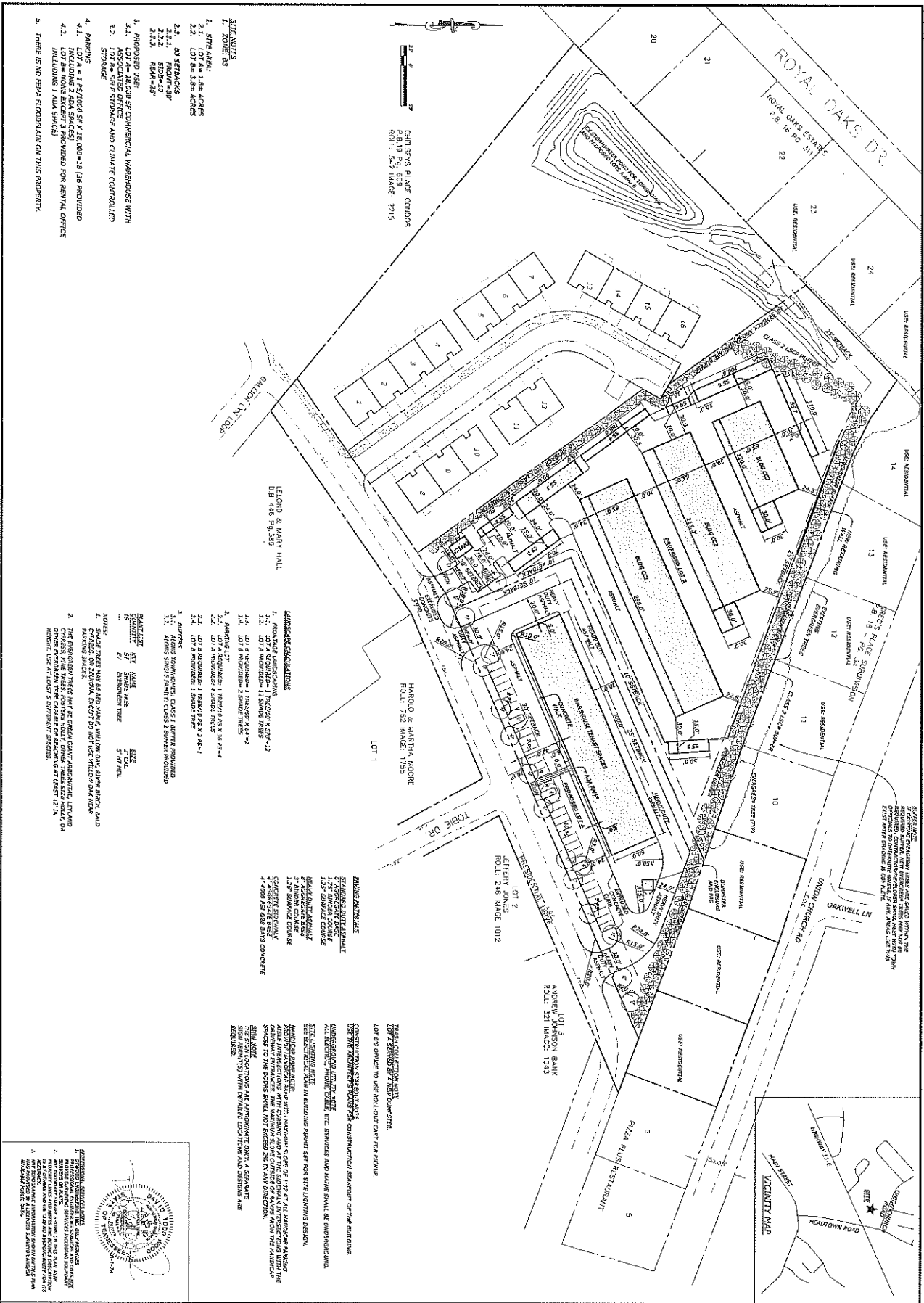
Planning Commission Board of Zoning Appeals Design Review Commission BMA

Next Meeting Date & Time: _____ Application Due Date: _____

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): \$ _____ Date of Payment: _____

Owner Signature/Applicant: _____ Date: _____



- SITE NOTES**
1. COVER 93
 2. SITE AREA:
 - 2.1. LOT 7A: 1.88 ACRES
 - 2.2. LOT 7B: 1.88 ACRES
 - 2.3. LOT 7C: 1.88 ACRES
 - 2.4. TOTAL: 5.64 ACRES
 3. PROPOSED USE:
 - 3.1. LOT 7A: 12,000 SF COMMERCIAL WAREHOUSE WITH 10,000 SF OFFICE
 - 3.2. LOT 7B: 12,000 SF COMMERCIAL WAREHOUSE WITH 10,000 SF OFFICE
 - 3.3. LOT 7C: 12,000 SF COMMERCIAL WAREHOUSE WITH 10,000 SF OFFICE
 4. PARKING:
 - 4.1. LOT 7A = 179/1000 SF X 18,000-19 (18 PROVIDED INCLUDING 2 ADA SPACES)
 - 4.2. LOT 7B = 179/1000 SF X 18,000-19 (18 PROVIDED INCLUDING 2 ADA SPACES)
 - 4.3. LOT 7C = 179/1000 SF X 18,000-19 (18 PROVIDED INCLUDING 2 ADA SPACES)
 5. THERE IS NO FEMA FLOODPLAIN ON THIS PROPERTY.

LANDSCAPE CALCULATIONS

LELOND & MARY HALL
DB 486 P9-389

1. NUMBER OF TREES TO BE PLANTED: 12

2. LOT 7A REQUIREMENT: 12 TREES X 25' X 12' = 3600 SF

3. LOT 7B REQUIREMENT: 12 TREES X 25' X 12' = 3600 SF

4. LOT 7C REQUIREMENT: 12 TREES X 25' X 12' = 3600 SF

5. TOTAL REQUIREMENT: 10800 SF

6. AVAILABLE SPACE: 10800 SF

7. PLANTING RATE: 100% (10800 SF / 10800 SF)

PLANTING SPECIFICATIONS

1. PLANTING SPECIFICATIONS

2. TREE SPECIFICATIONS

3. PLANTING METHOD

4. MAINTENANCE

5. NOTES

MAINTENANCE

1. MAINTENANCE

2. MAINTENANCE

3. MAINTENANCE

4. MAINTENANCE

5. MAINTENANCE

CONSTRUCTION NOTES

1. CONSTRUCTION NOTES

2. CONSTRUCTION NOTES

3. CONSTRUCTION NOTES

4. CONSTRUCTION NOTES

5. CONSTRUCTION NOTES

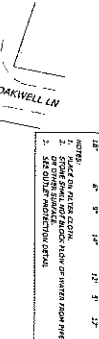
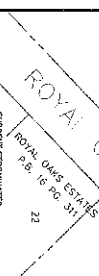
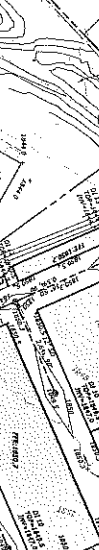
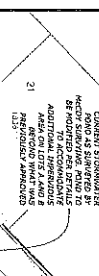
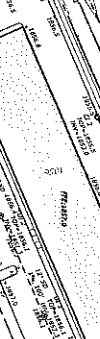
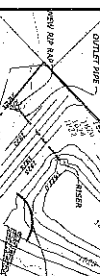
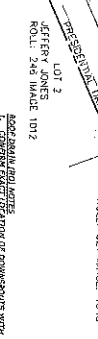
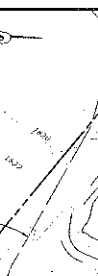
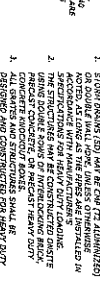
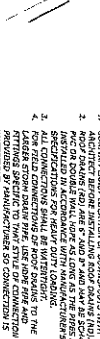
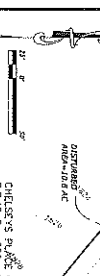
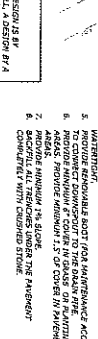
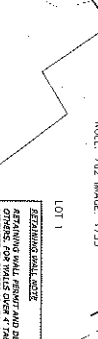
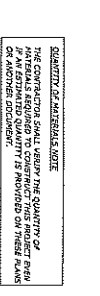
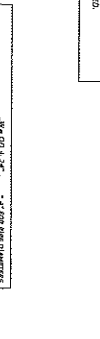
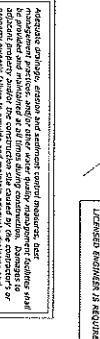
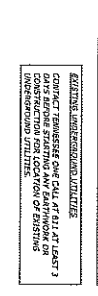
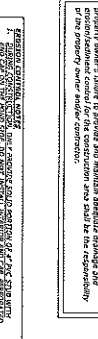
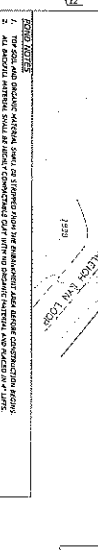
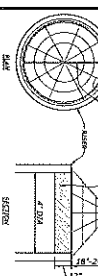
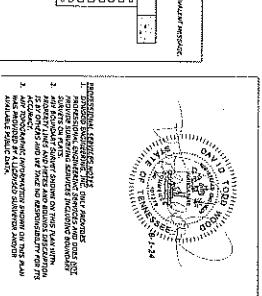
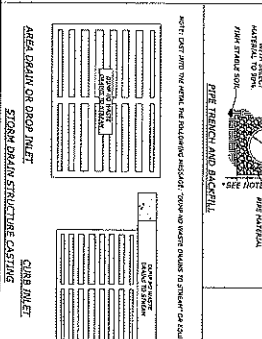
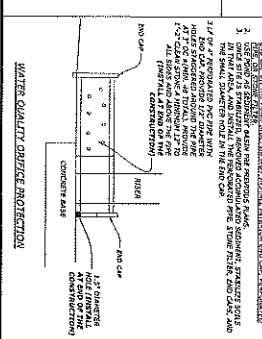
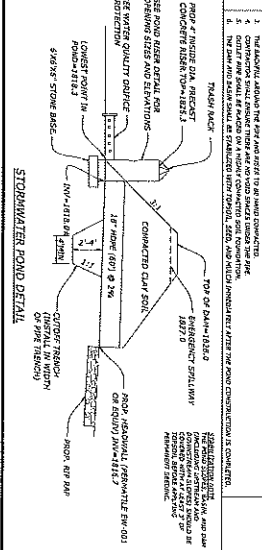
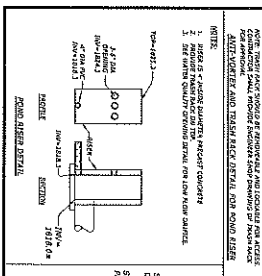
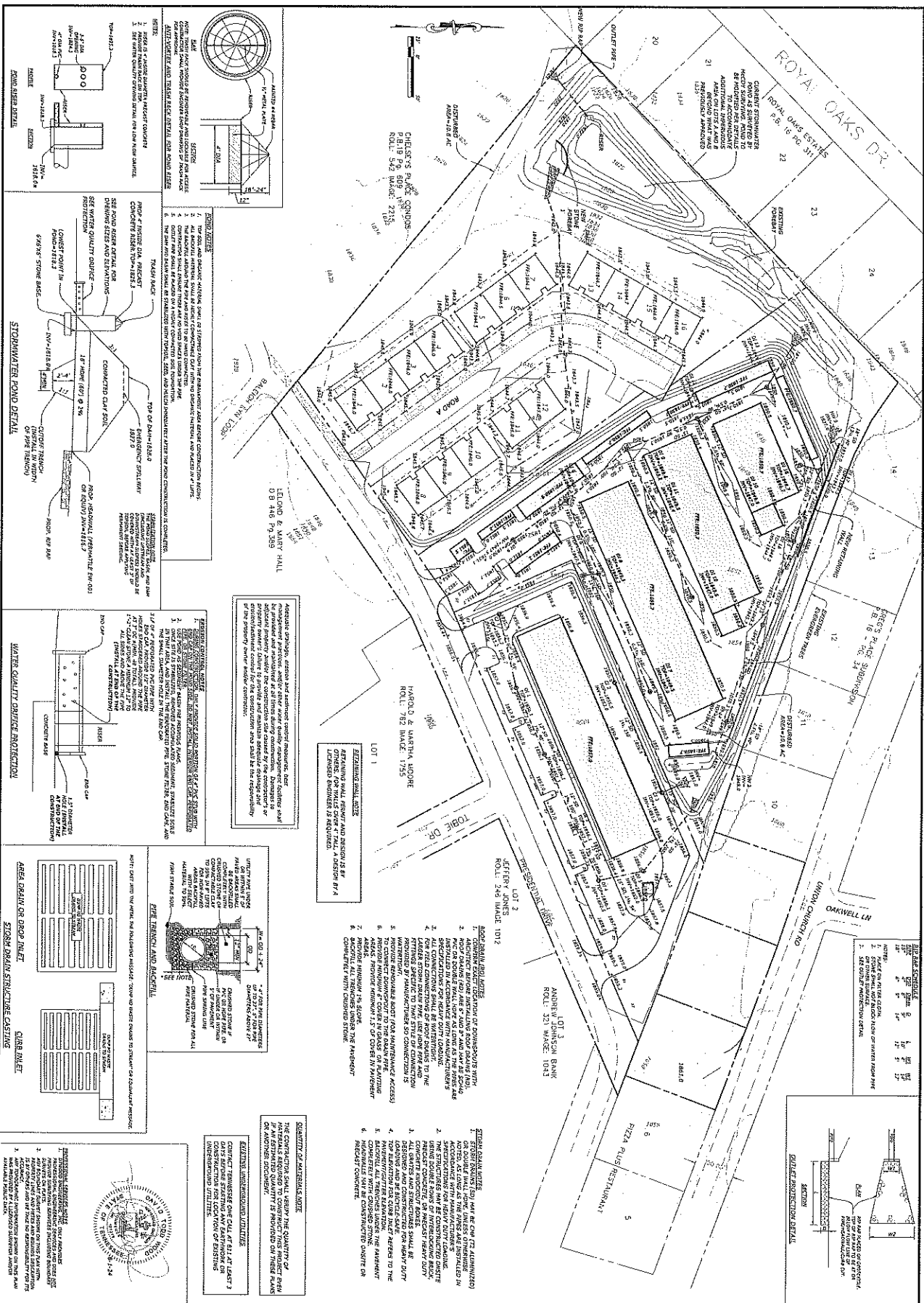
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SITE AND LANDSCAPE PLAN
BRADFORD PARK
PRESIDENTIAL DRIVE
JONESBOROUGH, TENNESSEE



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Land Development Design & Consulting
10 Bon 4373, Johnson City, Tennessee 37602-4373
423-751-4730 fax@dtwoodengineering.com

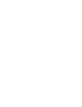
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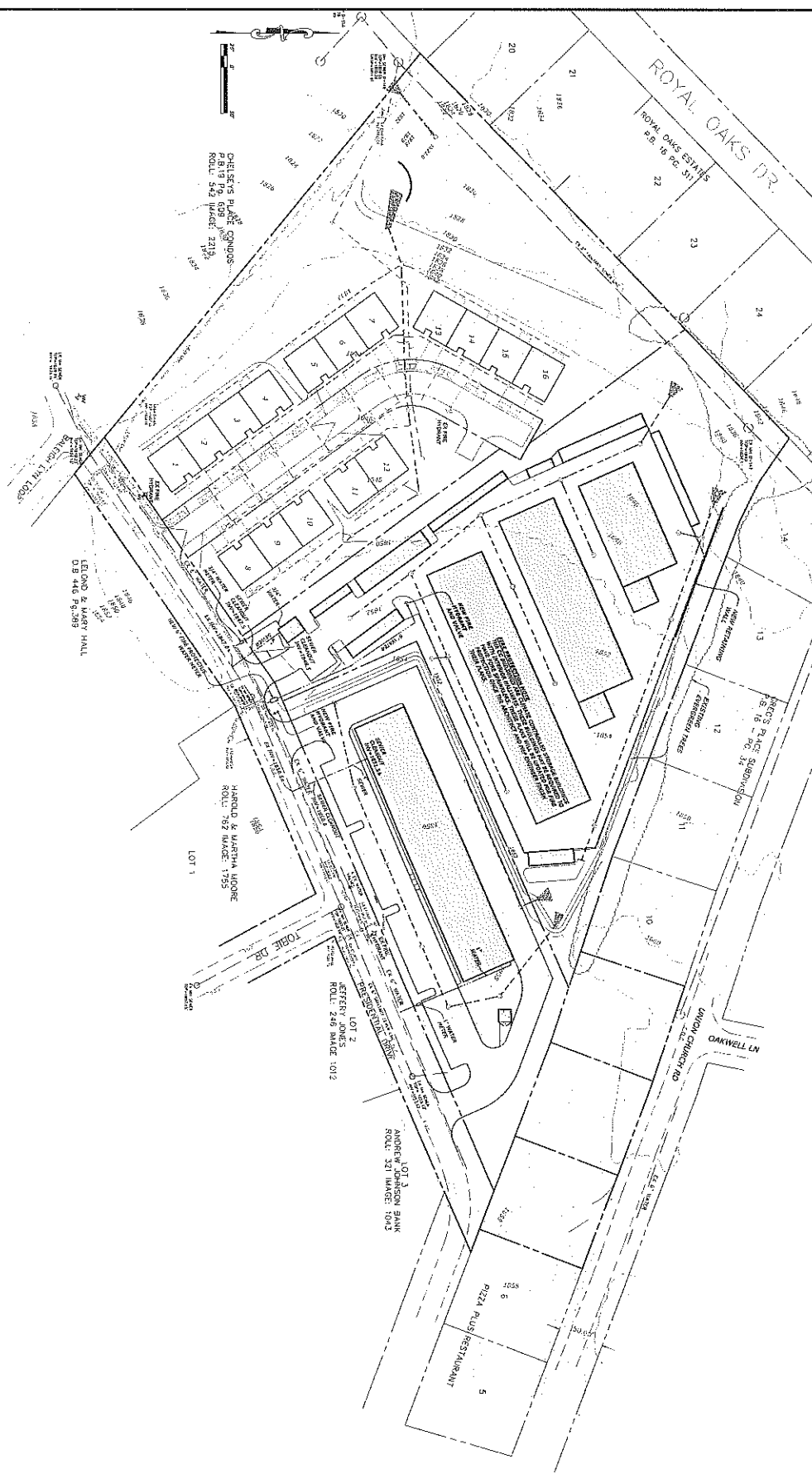
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DATE: 01-22
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GRADING AND DRAINAGE PLAN
BRADFORD PARK
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PO Box 4373, Johnson City, Tennessee 37602-1373
423-751-4731 dtwood@dtwoodengineering.com

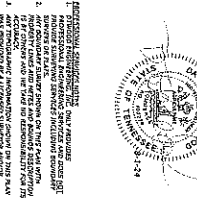


- WATER AND SEWER LINES ARE INDICATED AS FOLLOWS:**
1. THE "W" AND "S" WATER LINE SHALL BE EXTENSION FROM THE MAIN WATER MAIN TO THE PROPERTY.
 2. THE "W" AND "S" WATER LINE SHALL BE EXTENSION FROM THE MAIN WATER MAIN TO THE PROPERTY.
 3. THE "W" AND "S" WATER LINE SHALL BE EXTENSION FROM THE MAIN WATER MAIN TO THE PROPERTY.
 4. THE "W" AND "S" WATER LINE SHALL BE EXTENSION FROM THE MAIN WATER MAIN TO THE PROPERTY.
 5. THE "W" AND "S" WATER LINE SHALL BE EXTENSION FROM THE MAIN WATER MAIN TO THE PROPERTY.

- SEWER LINES TO BE SOWN BY THE CITY:**
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 2. SEWER LINES TO BE SOWN BY THE CITY.
 3. SEWER LINES TO BE SOWN BY THE CITY.
 4. SEWER LINES TO BE SOWN BY THE CITY.
 5. SEWER LINES TO BE SOWN BY THE CITY.

- ELECTRIC AND COMMUNICATION LINES:**
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 2. ELECTRIC AND COMMUNICATION LINES.
 3. ELECTRIC AND COMMUNICATION LINES.
 4. ELECTRIC AND COMMUNICATION LINES.
 5. ELECTRIC AND COMMUNICATION LINES.

- CONTRACT DIMENSIONS UTILITIES:**
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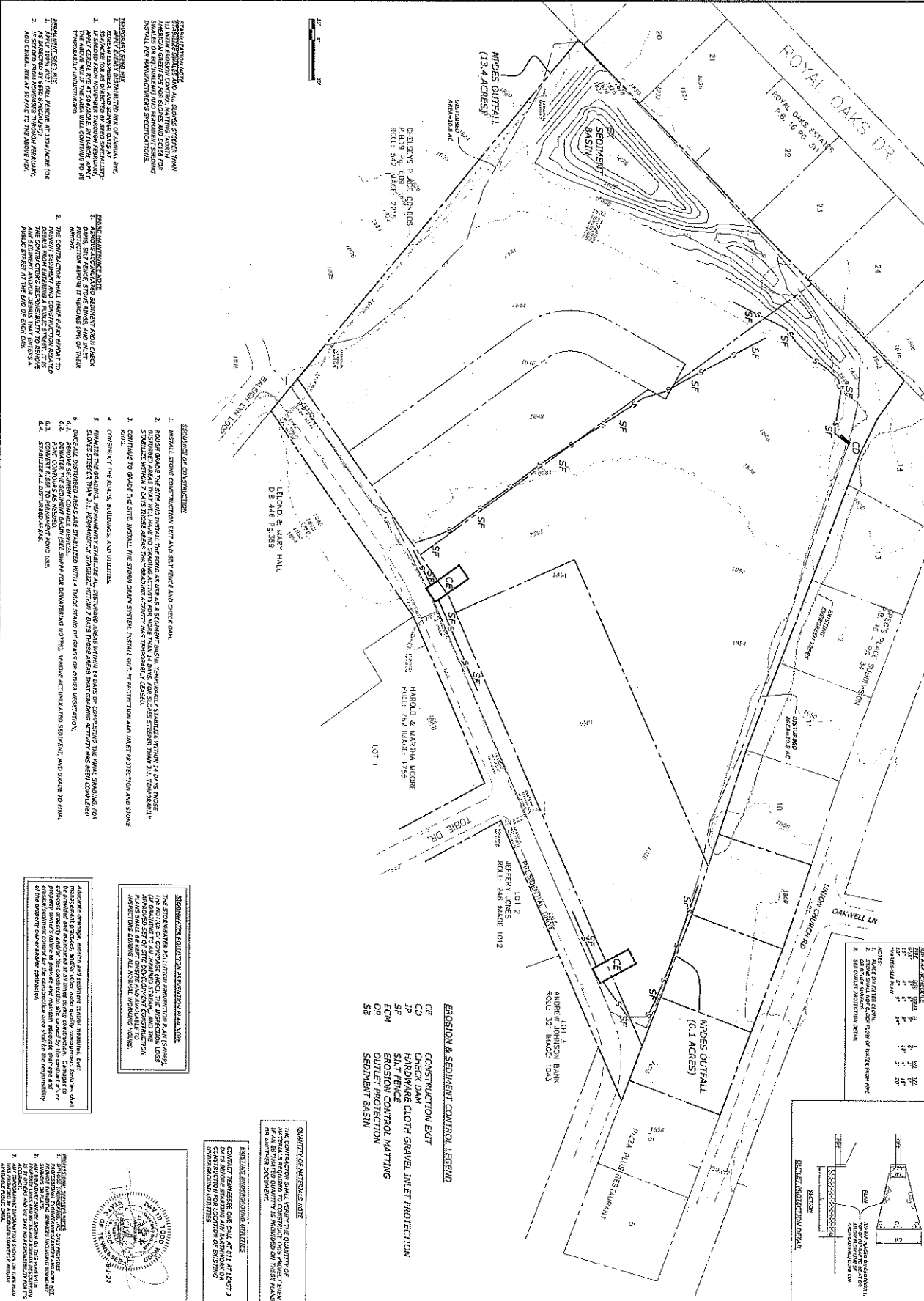


WATER AND SEWER PLAN
BRADFORD PARK
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 JONESBOROUGH, TENNESSEE

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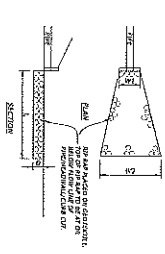


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 Land Development Design & Consulting
 PO Box 4173, Johnson City, Tennessee 37602-4173
 423-751-4130 tced@dtwoodengineering.com



PILE UP PROTECTION

PILE UP PROTECTION	PILE UP PROTECTION	PILE UP PROTECTION	PILE UP PROTECTION	PILE UP PROTECTION	PILE UP PROTECTION
1. 18" x 18" x 18" PILE UP PROTECTION	2. 18" x 18" x 18" PILE UP PROTECTION	3. 18" x 18" x 18" PILE UP PROTECTION	4. 18" x 18" x 18" PILE UP PROTECTION	5. 18" x 18" x 18" PILE UP PROTECTION	6. 18" x 18" x 18" PILE UP PROTECTION



- EROSION & SEDIMENT CONTROL LEGEND**
- CE CHECK DAM
 - CD CONSTRUCTION EXIT
 - JP HARDWARE CLOTH GRAVEL INLET PROTECTION
 - SF SILT FENCE
 - ECH EROSION CONTROL MATTING
 - SLZ SLOPE PROTECTION
 - SB SEDIMENT BASIN

- SEDIMENTATION CONTROL**
1. INSTALL STONE CONSTRUCTION EXIT AND SILT FENCE AND CHECK DAM.
 2. REMOVE GRAVEL FROM THE SITE AND INSTALL THE ROAD AS USUAL AS A SEDIMENT BASIN. APPROPRIATELY STABILIZE WITHIN 14 DAYS THOSE DISTURBED AREAS THAT WILL HAVE TO REMAIN ACTIVE FOR MORE THAN 14 DAYS OR SOILS STEEPER THAN 3:1. TEMPORARILY DISTURBED AREAS / AREAS SHOULD HAVE PROTECTIVE COVERING AND TEMPORARILY COVERED.
 3. STABILIZE THE SITE WITHIN THE STONE BASIN SYSTEM. INSTALL GULCH PROTECTION AND MAT PROTECTION AND STONE MATTING.

- SEDIMENTATION CONTROL**
1. REMOVE GRAVEL FROM THE SITE AND INSTALL THE ROAD AS USUAL AS A SEDIMENT BASIN. APPROPRIATELY STABILIZE WITHIN 14 DAYS THOSE DISTURBED AREAS THAT WILL HAVE TO REMAIN ACTIVE FOR MORE THAN 14 DAYS OR SOILS STEEPER THAN 3:1. TEMPORARILY DISTURBED AREAS / AREAS SHOULD HAVE PROTECTIVE COVERING AND TEMPORARILY COVERED.
 2. STABILIZE THE SITE WITHIN THE STONE BASIN SYSTEM. INSTALL GULCH PROTECTION AND MAT PROTECTION AND STONE MATTING.

- SEDIMENTATION CONTROL**
1. REMOVE GRAVEL FROM THE SITE AND INSTALL THE ROAD AS USUAL AS A SEDIMENT BASIN. APPROPRIATELY STABILIZE WITHIN 14 DAYS THOSE DISTURBED AREAS THAT WILL HAVE TO REMAIN ACTIVE FOR MORE THAN 14 DAYS OR SOILS STEEPER THAN 3:1. TEMPORARILY DISTURBED AREAS / AREAS SHOULD HAVE PROTECTIVE COVERING AND TEMPORARILY COVERED.
 2. STABILIZE THE SITE WITHIN THE STONE BASIN SYSTEM. INSTALL GULCH PROTECTION AND MAT PROTECTION AND STONE MATTING.

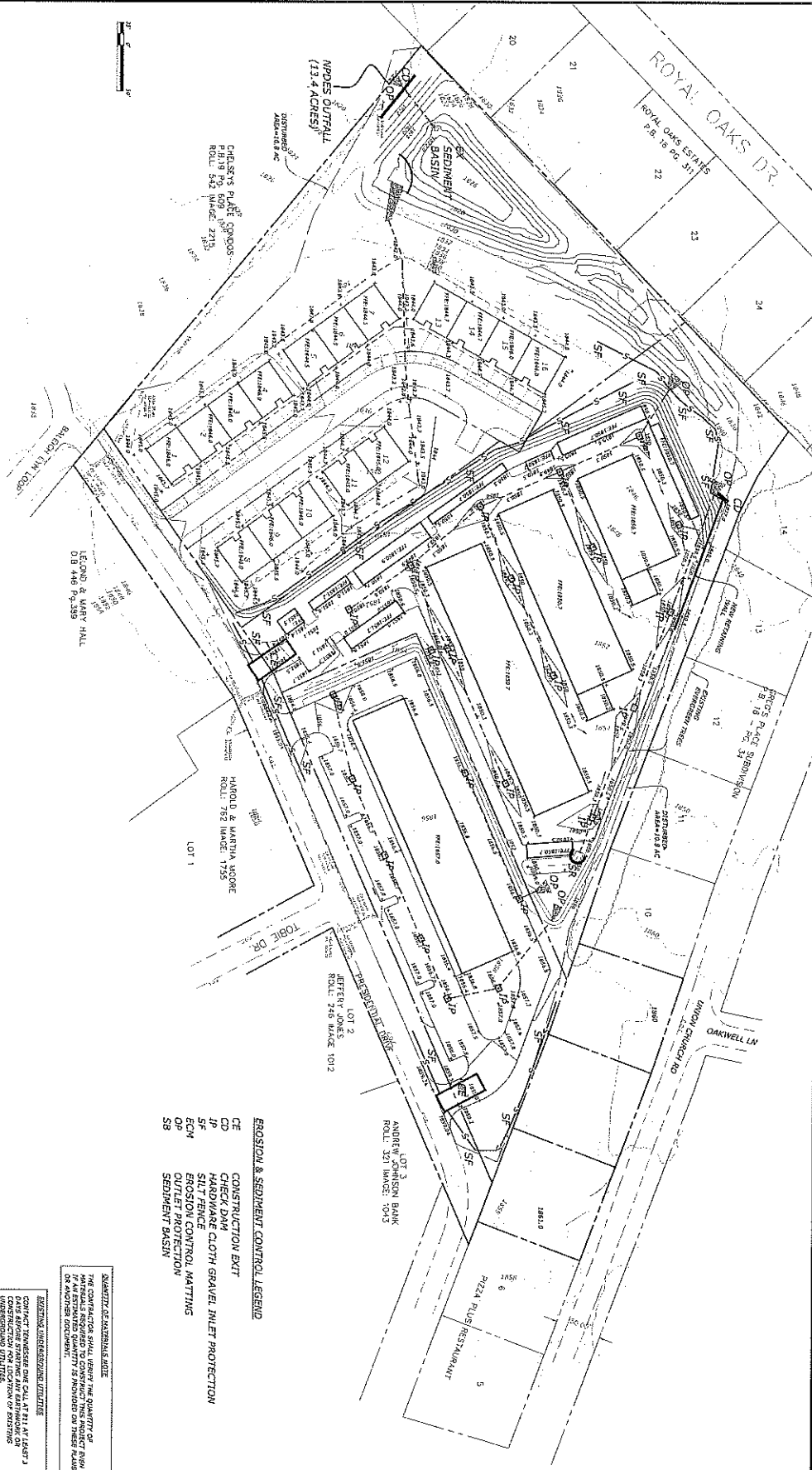
EP & SC PLAN I
BRADFORD PARK
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 PO Box 4373, Johnson City, Tennessee 37602-4373
 423-791-4730 dtwood@dtwoodengineering.com

DATE: 01-24
C4



STABILIZATION NOTE

1. ALL EXPOSED SOILS AND ALL WORKS STREETS SHALL BE STABILIZED WITHIN 14 DAYS OF COMPLETION OF THE WORK. STABILIZATION SHALL BE PERFORMED IN ACCORDANCE WITH THE TRENCHING AND SHIELDING ACTIVITY AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
2. STABILIZATION SHALL BE PERFORMED WITHIN 14 DAYS OF COMPLETION OF THE WORK. STABILIZATION SHALL BE PERFORMED IN ACCORDANCE WITH THE TRENCHING AND SHIELDING ACTIVITY AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.

EROSION & SEDIMENT CONTROL LEGEND

- CE CONSTRUCTION EXIT
- CD CHECK DAM
- HW HARDWARE CLOTH GRAVEL INLET PROTECTION
- SF SILT FENCE
- ECH EROSION CONTROL MATTINGS
- OP OUTLET PROTECTION
- SB SEDIMENT BASIN

SECTION OF CONSTRUCTION

1. INSTALL STONE CONSTRUCTION EXIT AND SILT FENCE AND CHECK DAM.
2. MOULD GRADE THE SITE AND INSTALL THE ROAD AS PER A SEDIMENT BASIN, TEMPORARILY STABILIZE WITHIN 14 DAYS OF COMPLETION OF THE WORK. STABILIZATION SHALL BE PERFORMED IN ACCORDANCE WITH THE TRENCHING AND SHIELDING ACTIVITY AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
3. CONTINUE TO GRADE THE SITE. INSTALL THE STORM DRAIN SYSTEM, INSTALL GUTTER PROTECTION AND INLET PROTECTION AND STONE BASIN.
4. CONSTRUCT THE ROAD, BUILDINGS AND UTILITIES.
5. FINISH THE GRADING, PERMANENTLY STABILIZE ALL DISTURBED AREAS WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING. FOR SLOPES STEEPER THAN 3:1, PERMANENTLY STABILIZE WITHIN 7 DAYS OF COMPLETION OF THE FINAL GRADING. FOR SLOPES FLATTER THAN 3:1, PERMANENTLY STABILIZE WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING.
6. FINISH ALL DISTURBED AREAS AND STABILIZE WITH A THICK STAND OF GRASS OR OTHER VEGETATION.
7. REMOVE ALL EXCESSIVE MATERIAL FROM THE SITE.
8. REMOVE ALL EXCESSIVE MATERIAL FROM THE SITE.
9. REMOVE ALL EXCESSIVE MATERIAL FROM THE SITE.
10. REMOVE ALL EXCESSIVE MATERIAL FROM THE SITE.

EXPOSURE OF EXISTING UTILITIES

THE EXPOSURE OF EXISTING UTILITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE TRENCHING AND SHIELDING ACTIVITY AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. THE EXPOSURE OF EXISTING UTILITIES SHALL BE PERFORMED IN ACCORDANCE WITH THE TRENCHING AND SHIELDING ACTIVITY AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.

QUANTITY OF MATERIALS NOTE

THE CONTRACTOR SHALL VERIFY THE QUANTITY OF MATERIALS REQUIRED TO CONSTRUCT THIS PROJECT FROM THE QUANTITY OF MATERIALS LISTED IN THE SPECIFICATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

CONTRACT TOWNSHIP

CONTRACT TOWNSHIP SHALL CALL AT THE END OF EACH DAY TO REPORT THE PROGRESS OF THE WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.



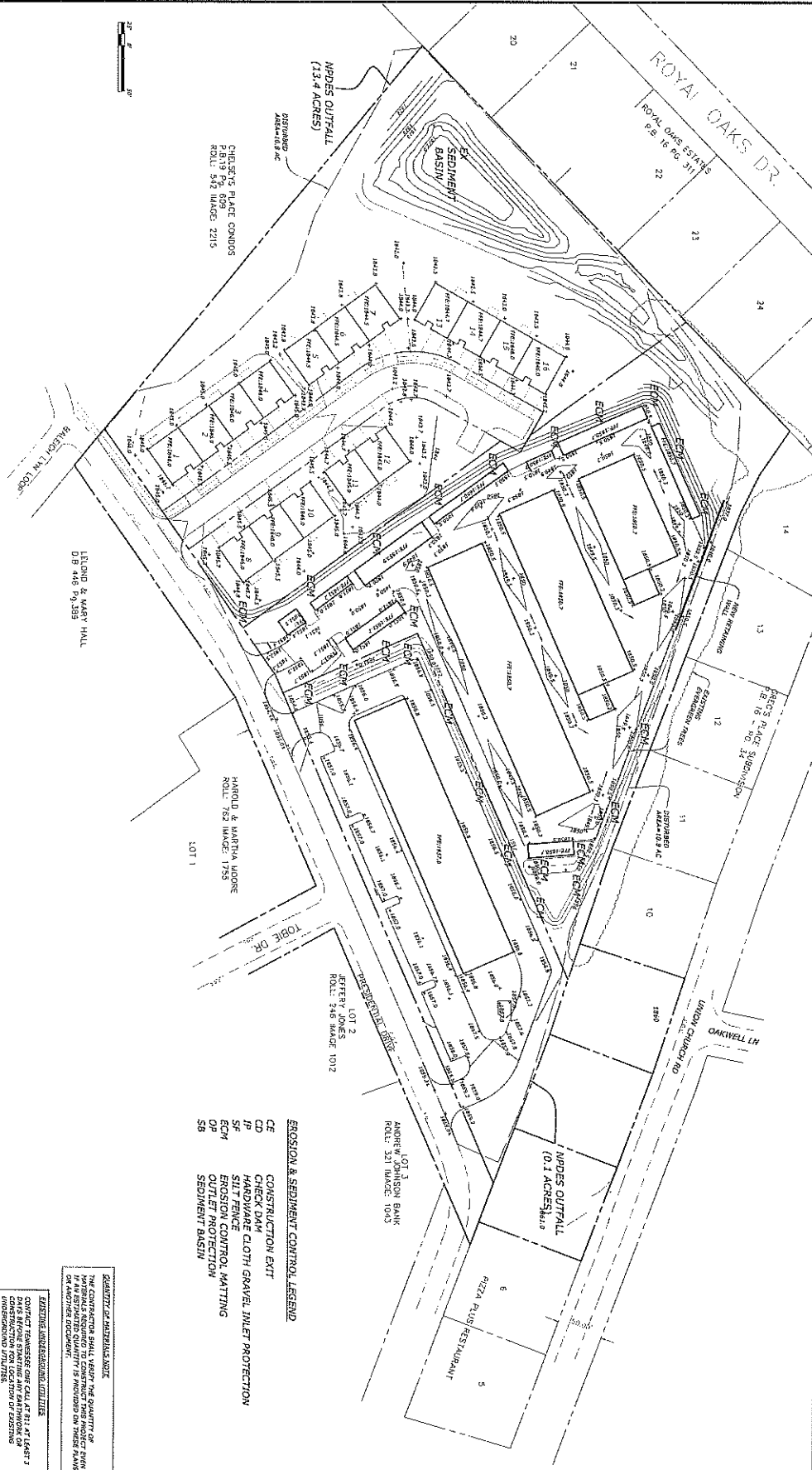
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BRADFORD PARK**
PRESIDENTIAL DRIVE
JONESBOROUGH, TENNESSEE

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Land Development Design & Consulting
405 East 42nd Street, Jonesboro, TN 37603-4372
623-791-4230 1066@dtwoodengineering.com

DATE: 07-13-24
C5



STABILIZATION NOTES

1. STABILIZATION SHALL BE PERFORMED BY A LICENSED EROSION CONTROL SPECIALIST.
2. STABILIZATION SHALL BE PERFORMED WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING FOR EACH DISTURBED AREA.
3. STABILIZATION SHALL BE PERFORMED WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING FOR EACH DISTURBED AREA.

EROSION CONTROL NOTES

1. EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
2. EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.
3. EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED THROUGHOUT CONSTRUCTION.

ROADWAY CONSTRUCTION

1. INSTALL STONE CONSTRUCTION DET AND SILE FENCE AND CHECK DAM.
2. DISTURBED AREAS SHALL BE RESTORED TO ORIGINAL OR BETTER CONDITION WITHIN 14 DAYS OF COMPLETION OF THE ROADWAY.
3. CONTINUE TO GRADE THE SITE. INSTALL THE STORM DRAIN SYSTEM, INITIAL OUTLET PROTECTION AND INLET PROTECTION AND STONE PITS.

REPAIRS AND UTILITIES

1. REPAIR THE EXISTING REPAVEMENT AT ALL DISTURBED AREAS WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING FOR EACH DISTURBED AREA.
2. REPAIR THE EXISTING REPAVEMENT AT ALL DISTURBED AREAS WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING FOR EACH DISTURBED AREA.
3. REPAIR THE EXISTING REPAVEMENT AT ALL DISTURBED AREAS WITHIN 14 DAYS OF COMPLETION OF THE FINAL GRADING FOR EACH DISTURBED AREA.

EROSION & SEDIMENT CONTROL LEGEND

- CE CONSTRUCTION EXIT
- CD CHECK DAM
- CF CHECK DAM WITH SLOTTED FILTER
- CFM CHECK DAM WITH SLOTTED FILTER AND MATTING
- SF SILT FENCE
- ECP EROSION CONTROL PATTING
- OP OUTLET PROTECTION
- SB SEDIMENT BASIN

QUANTITY OF MATERIALS NOTE

THE CONTRACTOR SHALL VERIFY THE QUANTITY OF MATERIALS REQUIRED TO CONSTRUCT THIS PROJECT FROM THE QUANTITY LISTED IN THIS PLAN. ANY VARIATION SHALL BE REPORTED TO THE ENGINEER IMMEDIATELY.

EROSION CONTROL MEASURES

CONTRACTOR SHALL MAINTAIN ALL EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION AND MAINTAIN THEM IN GOOD WORKING ORDER AT ALL TIMES.

PROFESSIONAL ENGINEER'S SEAL

EP & SC PLAN II
BRADFORD PARK
PRESIDENTIAL DRIVE
JONESBOROUGH, TENNESSEE

DATE: 11-13-21

NO. REVISIONS BY DATE

DTWood Engineering, Inc.
Land Development Design & Consulting
PO Box 4171, Johnson City, Tennessee 37602-4571
423-791-4720 6555@dtwoodengineering.com

EP & SC PLAN II
BRADFORD PARK
PRESIDENTIAL DRIVE
JONESBOROUGH, TENNESSEE

DATE: 11-13-21

NO. REVISIONS BY DATE

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423-791-4720 6555@dtwoodengineering.com

EP & SC PLAN II
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PRESIDENTIAL DRIVE
JONESBOROUGH, TENNESSEE

