

JONESBOROUGH PLANNING COMMISSION

MINUTES – AUGUST 20, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, August 20, 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, Terry Counterline, Robin Harpe, Richie Hayward, Jim Rhein,

Members Absent: Bill Graham, Bob Williams

Staff Present: JW Greene, Shawn Jackson, Todd Wood, 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

Josh Conger made the motion, seconded by Richie Hayward, to approve the minutes of the Jonesborough Planning Commission for the April 16, 2024, May 21, 2024, June 4, 2024, June 18, 2024, June 24, 2024, June 24, 2024 Design Review Commission, and July 23, 2024 meetings as presented. The motion was duly passed.

3. Request for a Final Plat Division of Lot 2 of the Baines property located along Thomson Meadow Lane

Presented by: Aaron Woodacre, 1400 Conestoga Pass, Johnson City, TN

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.

Chairman Foster read the staff recommendation for the approval of the final plat of the Division of Lot 2 of the Baines Property, and asked Commissioners if they questions or comments. Robin Harpe asked which street would the driveway(s) come out on. Aaron Woodacre said the driveways will come out on Thomson Meadow Lane. With there being no further comments, Chairman Foster called for a motion.

Motion: Josh Conger made the motion to approve the final plat of the Division of Lot 2 of the Baines Property as presented. Robin Harpe seconded the motion and it was duly passed.

4. **Request for Change of Site Plan from Multi-Family to Commercial Use – Bradford Park Self-Storage, Located off Presidential Drive
Presented by: Todd Wood, Engineer**

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.

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.

Robin Harpe asked if the entrance is off Presidential Drive. Todd Wood said that is correct. Frank Collins asked if landscaping is in front of the building along Presidential Drive. Todd Wood replied yes.

Chairman Foster said with there being three recommendations from staff and will be addressed and voted on separately. Chairman Foster read staff recommendation (1) to approve the change in the site plan from multi-family to commercial use, and 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 change in the site plan from multi-family to commercial use, seconded by Jim Rhein and duly passed.

Chairman Foster read staff recommendation (2) to approve the Site Plan, Grading, and Stormwater, and 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 Site Plan, Grading, and Stormwater, as presented. Frank Collins seconded the motion and it was duly passed.

Chairman Foster read staff recommendation (3) to approve the Grading Permit Security in the amount of \$31,720.00, and 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 Grading Permit Security in the amount of \$31,720.00, as presented. Richie Hayward seconded the motion and it was duly passed.

5. Request for a Sign Approval for Ridgeview Family Dentistry, 222 Headtown Rd

Ridgeview Family Dental owner R.W. Lauderback is requesting approval of a sign that has been constructed and installed which is not a monument sign. 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, which 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.

Chairman Foster read staff recommendation to 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, and bring back to the Planning Commission for approval. 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 Terry Countermine, to 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 and bring back to the Planning Commission for approval. The motion was duly passed.

Chairman Tom Foster recused himself from acting as a Commissioner and Vice Chairman Jim Rhein chaired the meeting.

6. Request for approval to Replace a Monument Sign at 1000 West Jackson Blvd, Wolfe Development Inc.

Presented by: Tom Foster, Foster Signs, 146 N Lincoln Ave, Jonesborough, TN

Tom Foster said the current monument sign was an electronic message center and struck by lightning and destroyed. Mr. Foster Wolf Development, owner, wants to go with a lighted sign with each businesses name on it; the top part of the sign with the address, 1000 West Jackson Blvd will remain the same and the new section with the businesses name will be under it. The proposed total size of the sign structure is 14'H X 8'W or 112 square feet and will be internally illuminated. The total sign area is 9'H X 8'W or 72 square feet and meets the requirements of the sign regulations.

Vice Chairman Jim Rhein read the staff recommendation for the approval of the new monument sign replacement plan for the multi-tenant commercial business at 1000 W. Jackson Boulevard. Vice Chairman Rhein 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 monument sign replacement plan for the multi-tenant commercial business at 1000 West Jackson Blvd, as presented. Terry Countermine seconded the motion and it was duly passed.

With there being no further business for discussion, Vice Chairman Jim Rhein adjourned the meeting.