

MEETING NOTICE

The Jonesborough Planning Commission will meet in Regular Session at 6:00 p.m., Tuesday, January 20, 2026, 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, 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

JONESBOROUGH PLANNING COMMISSION

1. Call to Order
2. Approval of Minutes
3. Request for Approval of Washington County Zoning Resolution Text Amendment Definitions for Slaughterhouse and Meat Products Manufacturing
4. Request for Approval of Final Plat for the Division of Tucker Home Builders LLC Subdivision
5. Request for Approval of Final Plat for the Hensley Property Partition Subdivision
6. Adjournment

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: January 20, 2026 **AGENDA ITEM #:** 2

SUBJECT: Approval of Minutes

Attached for Planning Commission approval are the minutes of the December 16, 2025 meeting.

JONESBOROUGH PLANNING COMMISSION

MINUTES – December 16, 2025

The Jonesborough Planning Commission met in a regular meeting on Tuesday, , 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Jim Rhein – Vice Chairman, Josh Conger, Terry Countermeine, Bill Graham, Robin Harpe, Richie Hayward

Members Absent: Tom Foster - Chairman, Frank Collins, Darrell Fowler

Staff Present: Angie Charles, Washington County Planning Director, Glenn Rosenoff, Town Administrator, Kevin Fair, JW Greene, Donna Freeman

Due to the absence of Chairman Tom Foster, Vice Chairman Jim Rhein presided, called the meeting to order, and noted that a quorum was present. Josh Conger led the opening Prayer and Vice Chairman Rhein led the pledge to the Flag.

1. Public Comments – There were none.

2. Approval of Minutes – Meeting of November 18, 2025

The motion to approve the minutes of the November 18, 2025 meeting was made by Bill Graham, seconded by Josh Conger and was duly passed.

Vice Chairman Rhein read a Proclamation in memory of Bob Williams for his service on the Jonesborough Planning Commission and honoring his dedication and volunteerism to the Town of Jonesborough.

3. Request for Final Plat approval for Syalar's Ridge Subdivision

Presented by: Todd Wood, DTWood Engineering

The proposed subdivision consists of 23.35 acres. The plat depicts 19 lots with a new public street (Parker Ct), located off Hairetown Road, and is located outside the Town's corporate limits. The property is zoned R-1 in Washington County, within the Urban Growth Boundary, which places subdivision authority with the Town's Planning Commission. All lots exceed the minimum 15,000-sq.ft. lot size requirement. The lots are served with public water and will have individual private sewer (septic) systems. Parker Ct is 0.27 miles in length and has a 24-ft pavement width within a 50-ft right-of-way. In keeping with the Preliminary Plat approval, there are no sidewalks, as the property is unlikely to be annexed into the Town in the near future. Due to the size of

the development, stormwater controls and water quality devices are required; therefore, a stormwater pond is located on Lot 3. There are no variances to the Subdivision Regulations associated with the plat.

Vice Chairman Jim Rhein read the staff recommendation for the approval of Saylor's Ridge Subdivision final plat as submitted. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Terry Countermeine made the motion to approve Saylor's Ridge Subdivision final plat as submitted. Robin Harpe seconded the motion and it was duly passed.

4. Request for a Revised Site Plan and Grading Permit Security for Bradford Park Development

Developer: Jeff Jones

Presented by: Todd Wood, DTWood Engineering

A site plan for this property for a commercial warehouse self-storage development was previously approved by the Planning Commission in August 2024. Adjustments have been made to the site layout and include separating one large building into two buildings on Lot A, adding a large climate-controlled building to Lot B, and realigning other buildings to allow for more parking and add space to accommodate a fire lane. The request is for revised 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.

Proposed Use: Proposed for Lot A are two commercial warehouse 60-ft x 150-ft buildings (two 9,000-sq.ft. buildings); and proposed for Lot B are multiple various-sized self-storage units and a 260-ft x 160-ft (31,200-sq.ft.) climate-controlled storage building.

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 Town's requirements.

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

Stormwater: A stormwater management pond designed and sized to accommodate this development presently exists, and no modifications are necessary.

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 remains unchanged from the amount submitted and previously approved in 2024, \$31,720.00.

Vice Chairman Rhein read the staff recommendation as follows: 1) Approve the site plan as submitted, and 2) approve the Grading Permit Security for \$31,720.00. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the site plan as submitted and the Grading Permit Security for \$31,720.00, Robin Harpe seconded the motion and it was duly passed.

**5. Request for approval of a Site Plan and Grading Permit Security for Trailblazer Coffee Restaurant, 376 East Jackson Blvd
Presented by: Sophia Davidson, Architect for the Project.**

The site plan accommodates a proposed commercial development on a 1.13-acre tract on East Jackson Blvd, zoned B-3 (Arterial Business). The plan shows the location of a proposed new building, 900-sq.ft in size. The building is located within the setbacks (30-ft front, 10-ft side, 25-ft rear) and a drive-thru only restaurant is an allowed use in the zoning district. A grading permit security in the amount of \$47,980 is also associated with the development. The plan reflects two parking areas and a drive thru travel aisle. The code requires three spaces, and thirteen are provided. One of the spaces is handicap (ADA) accessible. The entrance is located on a divided highway, ingress and egress is restricted to right turn movement driveway permit from TDOT will be required as East Jackson Blvd is a state highway road. Due to the size of the development, stormwater controls and water quality devices are required. A stormwater basin is to be located on the easterly of the property, between the driveway and the rear property line. The construction plans have been reviewed by Todd Wood, P.E., and are recommended for approval, meeting all requirements. The development will have landscaping, with six new shade trees along East Jackson Blvd and four more around the parking areas. The parking lot will also be landscaped with seven additional shrubs.

Vice Chairman Rhein read the staff recommendation as follows: 1) Approve the Trailblazer Coffee site plan as submitted, subject to approval from the Tree and Townscape Board of the landscaping plan, and 2) approve the Grading Permit Security in the amount of \$47,980.00. Vice Chairman Rhein asked Commissioners if they had any questions or comments. Robin Harpe asked about the egress of the development. Sophia Davidson said there is a shared access point with Wendys and egress will be the same as the current one at Wendys. Vice Chairman Rhein asked if there was any further questions, and with there being none called for a motion.

Motion: Terry Countermeine made the motion to approve the Trailblazer Coffee site plan as submitted, subject to the approval from the Tree and Townscape Board, and the grading permit security in the amount of \$47,980.00. Josh Conger seconded the motion and it was duly passed.

6. Request for Approval of Vesting Legislation – Text Amendment

Presented by: Angie Charles

Angie Charles said during the 2025 legislative session, two bills were passed regarding vesting rights. The proposed amendments are intended to bring the Town's Zoning and Subdivision Regulations into compliance with the new regulations. Ms. Charles said the first legislation (SB1313/HB1326) changes the starting date of the vesting period; and vesting rights allow a development project to continue to construction regardless of whether the Town's codes or zoning have changed before work has begun. Ms. Charles said under the Town's current regulations, the three-year vesting period for a site plan or subdivision begins on the date it receives approval. Angie Charles said for example, the vesting period for a subdivision begins on the date the preliminary plat is approved by the Planning Commission. Under the State's new legislation, the vesting period would begin on the date the development plans (site plan/subdivision) are submitted to the Town for approval.

Angie Charles said the second legislation (SB773/HB735) prevents the vesting period of an approved development plan or building permit from expiring because it was held up due to litigation. If there is litigation, the clock on the vesting period stops until all litigation has been settled. Once the appeals period has expired, the vesting clock starts up again. Ms. Charles said a public hearing needs to be scheduled in regard to the Vesting Legislation and the zoning text amendment and there needs to be a 30-day notice for public hearing.

Vice Chairman Rhein read the staff recommendation as follows: 1) Approve the Planning Commission forward the zoning text amendment on to the Board of Mayor and Aldermen; and 2) the Planning Commission advertise and schedule a public hearing to consider the text amendment to the Subdivisions Regulations. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and there being none called for a motion.

Motion: Terry Countermeine made the motion to approve the Planning Commission forwarding the zoning text amendment on to the Board of Mayor and Aldermen; and the Planning Commission advertise and schedule a public hearing to consider the text amendment to the Subdivisions Regulations, as presented. Bill Graham seconded the motion and it was duly passed.

7. Request for approval of a Free-Standing Sign for Crockett's Landing, 183 Old State Route 34, Jonesborough, TN.

The proposal is for a freestanding ground-mounted sign for the Crockett's Landing (formerly Colonial Apartments) multi-family development, located at 183 Old SR 34. The property is 5.41-ac in size, and zoned R-3 (high-density residential). The sign meets the requirements outlined in Chapter 12 (Business and Advertising Signs), Section 11-1214.(1) for multi-family dwellings in residential districts. The sign will meet or exceed the 7.5-ft setback from the property line, extend no more than 8-ft above the ground, and not exceed 32-sq.ft. in area.

Vice Chairman Rhein read the staff recommendation for the approval of the free-standing sign as submitted. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Richie Hayward made the motion, seconded by Robin Harpe, to approve the free-standing sign for Crockett's Landing at 183 Old State Route 34, as presented. The motion was duly passed.

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

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: January 20, 2026 AGENDA ITEM #: 3

SUBJECT: Washington County Zoning Resolution Text Amendment – Definitions for Slaughterhouse and Meat Products Manufacturing

BACKGROUND:

Pursuant to T.C.A. 13-7-105, the Planning Commission is asked to consider a proposed amendment to the Washington County Zoning Resolution. While the amendment does not impact properties located within the Town's corporate limits, the County's zoning applies to properties outside of the limits but within the Town's Urban Growth Boundary.

The following text amendment is recommended to the Washington County Zoning Resolution. The purpose of this amendment is to improve existing definitions of Slaughterhouse and Meat Products Manufacturing. This is executed by explicitly stating the uses as distinct from one another, clarifying repeated or similar phrasing, as well as allowing retail components within Meat Product Manufacturing operations.

RECOMMENDATION:

Town staff recommend approval of the amendment to the Washington County Board of County Commissioners.

Proposed Amendment to the
Washington County Zoning Resolution

ARTICLE II
DEFINITIONS OF TERMS USED IN RESOLUTION

321. Meat Products Manufacturing – A building ~~where animals are killed and processed; and/or a building~~ where meat, poultry, or eggs are cooked, smoked, or otherwise processed or packed ~~but does not include a butcher shop or rendering plant~~. Such buildings may include retail sales associated with the products processed on-site, refining of animal byproducts, and Slaughterhouse, as defined.

368. Slaughterhouse – A ~~facility~~ building for the slaughtering and processing of animals ~~and the refining of their byproducts~~. A Slaughterhouse is not Meat Products Manufacturing, as defined.

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: January 20, 2026 **AGENDA ITEM #:** 4

SUBJECT: Final Plat – Division of Tucker Home Builders LLC Subdivision

BACKGROUND:

The proposed subdivision consists of 2.3 acres. The plat depicts five lots, located off Allison Drive, and further described on Washington County Tax Map 51-M, Group C, Parcel 44.00. The property is situated within the Town's corporate limits, zoned R-1. All proposed lots exceed the minimum 15,000-sq.ft. lot size requirement. This is a minor plat, as no new infrastructure is proposed. The lots will be served by an existing public street, and public water and sewer.

RECOMMENDATION:

Staff recommends approval of the Division of Tucker Home Builders LLC final plat as submitted.



JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: January 20, 2026 **AGENDA ITEM #:** 5

SUBJECT: Final Plat – Hensley Property Partition Subdivision

BACKGROUND:

The proposed subdivision consists of 2.24 acres. The plat depicts four lots, located off Mt. Zion Church Rd, and further described on Washington County Tax Map 68, Parcel 162.00. The property is situated outside the Town's corporate limits, zoned R-1 in Washington County. All proposed lots exceed the minimum 15,000-sq.ft. lot size requirement. This is a minor plat, as no new infrastructure is proposed. The lots will be served by an existing public street, public water, and private (septic) sewer.

RECOMMENDATION:

Staff recommends approval of the Hensley Property Partition final plat as submitted.

