

MEETING NOTICE

The Jonesborough Planning Commission will meet in Regular Session at 6:00 p.m., Tuesday, November 18, 2025, 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

Amended Agenda

Call to Order

1. Public Comments
2. Approval of Minutes

Old Business

3. Discussion and possible action on Public Chapter 994, Tennessee Code Annotated Sections 13-3-402 and 13-4-302 as amended relative to Planning Commissions

New Business

4. Discussion and possible action on amending the H-1 and H-2 Overlay Map

5. Discussion and possible action on Washington County zoning text amendment regarding Assisted Living Facilities
6. Discussion and possible action on Jonesborough zoning text and map amendment regarding Hemp-Derived Cannabinoids (HDC)
7. Discussion and possible action on Preliminary Plat approval regarding the Jones Subdivision located off Highway 81-S
8. Discussion and possible action on Preliminary Plat approval regarding the Wolfe-Miller Drive Subdivision located off Miller Drive and W. College Street
9. Discussion and possible action on commercial Site Plan approval on Old Boones Creek Road
10. Adjournment

**JONESBOROUGH PLANNING COMMISSION
MINUTES - October 21, 2025**

The Jonesborough Planning Commission met in a regular meeting on Tuesday, October 21, 2025, 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 Countermine, Darrell Fowler, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein

Members Absent:

Staff Present: Kevin Fair, Building Inspector,
Brandi Miller, Administrative Assistant

1. Public Comments

2. Approval of Minutes – September 16, 2025

Motion: Bill Graham made a motion, seconded by Darrell Fowler, to approve the September 16, 2025, minutes as presented. Motion carried unanimously.

3. Request for approval of new location for the monument sign for Starbucks located at 1504 East Jackson Boulevard.

Starbucks, located on a 2.33-acre site, is requesting a revision to the previously approved site plan. The revision depicts changes to the proposed freestanding signage location.

The ground-mounted monument-style sign will be 70 square feet in size and 14-feet in height, which does not exceed the maximum requirements of the sign regulations. The sign will be 7.5 feet from the property lines; therefore, it is not anticipated to cause issues with sight distance.

Motion: Darrell Fowler made a motion, seconded by Terry Countermine, to approve the site plan revision as requested. Motion carried unanimously.

4. Request for final plat approval of the Replat of the Johns and Cobham Properties located on Thistledown Circle.

Owners requested final-plat approval for the Replat of the Johns and Cobham Properties, which contains three (3) lots and 0.79 acres. The property is located inside the Town's limits. The proposed lots have frontage on Thistledown Circle and Sweetgrass Lane, local residential streets. The zoning is PRD, and the lots conform to the approved site plan.

There is a variance to the Subdivision Regulations (p. 18, Art.III.C.1.b.1) associated with the plat to allow reduced road frontage for the flag lot on Thistledown Circle. The lot as shown has 14.33 feet of frontage, and the regulations require a minimum of 25 feet. As the amount of road frontage provided on Thistledown is unchanged from a prior approved plat, staff recommends approving the plat, with a variance to road frontage.

Motion: Bill Graham made the motion, seconded by Robin Harpe, to approve the plat with a variance to road frontage as presented. Motion carried unanimously.

5. Request for initiating the approval process regarding Public Chapter 994 relative to Subdivision Regulations.

With the passage of Public Chapter 994, T.C.A. Section 13-3-402 and Section 13-4-302 are amended relative to planning commissions.

Section 3 of Public Chapter 994 adds new language for subdivisions. A regional planning commission may now delegate the responsibility for approval of a subdivision plat that includes:

- (A) No more than twenty-five (25) lots and only if the development received preliminary plan approval through the regional planning commission; or
- (B) No more than five (5) lots if the development did not require preliminary plan approval through the regional planning commission; provided

Section 3 further stipulates that delegating this responsibility must also be approved by a majority vote of the legislative body. For adherence, the Town of Jonesborough Board of Mayor and Aldermen must first approve such delegation.

If approval is granted by the legislative body, amendments to the Subdivision Regulations would be presented for compliance with the Public Chapter. Specifically, the amendments affect Article II. (Procedure for Plat Approval) Section D.6. (Final Plat).

As the Subdivision Regulations are within the authority and jurisdiction of the planning commission, a Public Hearing is required as part of the amendment process; therefore, a Public Hearing Notice would be advertised accordingly.

Staff recommended initiating the approval process of compliance with Public Chapter 994, and subsequent amendments to Article II. Section D. of the Subdivision Regulations of the Town of Jonesborough.

There was discussion amongst the Commissioners regarding the proposed amendment. Chairman Tom Foster started the discussion by explaining the amendment. Commissioner Bill Graham voiced concerns that the amendment would reduce what the Planning Commission (PC) looks at and that if Staff approve without PC involvement, then the PC would not be able to intervene if they had issues with the plans. Commissioner Jimmy Rhein discussed whether the PC would get a report from Staff regarding what had been approved administratively. Building Inspector Kevin Fair stated that Staff could provide a report of approvals to the PC. Commissioner Frank Collins read sections of the amendment and stated that the PC would be reviewing the preliminary plans and only then could Staff approve final plans without the PC. Commissioner Robin Harpe asked that since the Governor signed the legislation into law, does the PC have the power to say "no"? Commissioner Graham responded and said "yes" as it is "our jurisdiction". Commissioner Josh Conger stated that the PC really needed planning staff to be available to explain more about the amendment and that the item should be tabled until then.

Motion: Robin Harpe made a motion, seconded by Frank Collins, to table taking action on Public Chapter 994 to allow time for staff to educate and provide further clarification. Motion carried unanimously.

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

JONESBOROUGH PLANNING COMMISSION

MINUTES - AUGUST 1, 2023

Chairman Tom Foster opened the called meeting of the Jonesborough Planning Commission, Josh Conger led the group in an opening Prayer, and Tom Foster led the Pledge to the Flag.

The Jonesborough Planning Commission met for a called meeting on Tuesday, August 1, 2023, 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 Countermine, Bill Graham, Richie Hayward, Nick Vest

Members Absent: Hal Knight, Jim Rhein

Staff Present: Glenn Rosenoff, Town Administrator, Jim Wheeler, Town Attorney, Donna Freeman

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

Approval of Site Plan, Dairy Queen Restaurant, Corner of East Jackson Boulevard and Baleigh Lynn Loop

Dairy Queen Representative: Nick Johnson (via phone)

Owner/Developer: Fourteen Foods, Steve Giorgi

Request for approval of Site Plan for the Dairy Queen Restaurant, at the corner of East Andrew Jackson Blvd and Baleigh Lynn Loop, as described on Washington County Tax Map 52-K, Group B, Parcel 3.00. The Dairy Queen is located within the Design Overlay District and therefore additional details of façade building materials are reviewed by the Design Review Commission. Staff report includes the following:

Owner/Developer: Fourteen Foods, Steve Giorgi

Proposed Use: The proposed use is for a 3,113 square foot Dairy Queen restaurant.

Zone: The property is zoned B-3.

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

Ingress/Egress: The site plan shows one access off Bailey Lyn Loop.

Interconnectivity Note: The Dairy Queens Civil Plans contain an “Interconnectivity Note” referencing “Dairy Queen” Property (Parcel 3.00) and Wolfe Development GP Property (Parcel 2.00) as stated below:

Interconnectivity Note:

The owner/developer of the "Dairy Queen" tract of land located at the corner of East Andrew Jackson Boulevard and Bailey Lyn Loop, and further described on Washington County Tax Map 52-K, Group B, Parcel 3.00 shall allow future private drive connection to their parking lot/drive aisle by the owner/developer of the adjoining tract of land to the west, Tax Map 52-K, Group B, Parcel 2.00, if and when it develops. The exact location of the connection to be coordinated and approved by the "Dairy Queen" owner/developer. The cost of the construction is not the responsibility of the "Dairy Queen" owner/developer.

Nick Johnson
Owner "D7-5, LLC"

08/07/2023
Date

The interconnectivity plan helps create smoother access connectivity between properties, and in particular commercial land uses, or in this case Dairy Queen, Parcel 3.00, and the future development of Parcel 2.00. As stated in the Note, the exact location of the connection to be coordinated and approved by the "Dairy Queen" owner/developer. Dairy Queen Representative Nick Johnson signed the Owner "D7-5, LLC" following the Planning Commission's approval.

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

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

Stormwater: The stormwater plan was submitted. More updates will be provided at the time of the meeting.

Erosion: The erosion, stormwater, and drainage plans are included.

Lighting: Lighting meets minimum requirements per the code with maximum height at 25 feet.

Landscaping: Staff continue to work with the developer on finalizing a buffer plan that will serve to satisfy the buffering requirements as per the Jonesborough Design Guidelines based on visual impacts from Bailey Lyn Loop.

Bonding: The Grading Security Calculation form is complete and estimated the cost for grading at \$46,020.00.

RECOMMENDATION:

1. Approve the development layout for grading, internal drives, stormwater, utility plans, and the plan for interconnectivity as marked on the Civil Plans "Interconnectivity Note".
2. Approve the Grading Security amount at \$46,020.00.

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

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** 3 **Old Business**

SUBJECT: Public Chapter 994

BACKGROUND:

This item was tabled by the Planning Commission at their October 21, 2025, meeting. Planning Staff will be present at the meeting to provide additional technical information and to answer any questions and/or concerns regarding the proposed amendment. It is worth mentioning that the Washington County Planning Commission adopted this same amendment back in 2022 once Public Chapter 994 was signed into law by Governor Lee.

With the passage of Public Chapter 994, T.C.A. Section 13-3-402 and Section 13-4-302 are amended relative to planning commissions.

Section 3 of Public Chapter 994 adds new language for subdivisions. A regional planning commission may now delegate the responsibility for approval of a subdivision plat that includes:

- (A) No more than twenty-five (25) lots and only if the development received preliminary plan approval through the regional planning commission; or
- (B) No more than five (5) lots if the development did not require preliminary plan approval through the regional planning commission; provided, ...

Section 3 further stipulates that delegating this responsibility must be also be approved by a majority vote of the legislative body. For adherence, the Town of Jonesborough Board of Mayor and Aldermen (BMA) must first approve such delegation.

If approval is granted by the BMA, amendments to the Subdivision Regulations would be presented for compliance with the Public Chapter. Specifically, the amendments affect Article II. (Procedure for Plat Approval) Section D.6. (Final Plat).

(Note: As the Subdivision Regulations are within the authority and jurisdiction of the planning commission, a Public Hearing is required as part of the amendment process; therefore, a Public Hearing Notice would be advertised accordingly.)



State of Tennessee

PUBLIC CHAPTER NO. 994

HOUSE BILL NO. 2534

By Representatives Tim Hicks, Carr

Substituted for: Senate Bill No. 2692

By Senators Briggs, Bailey, Bowling

AN ACT to amend Tennessee Code Annotated, Section 13-3-402 and Section 13-4-302, relative to planning commissions.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 13-3-402(a)(1), is amended by deleting the language "no more than two (2) lots" and substituting "no more than twenty-five (25) lots if the development received preliminary plan approval through the regional planning commission, or five (5) lots if the development did not require preliminary plan approval through the regional planning commission"; and is further amended by deleting the language "upon certification by the planning staff of the regional planning commission" and substituting "and upon certification by the regional planning commission, or by the planning staff of the regional planning commission if the commission has delegated this responsibility to its planning staff pursuant to subsection (c).".

SECTION 2. Tennessee Code Annotated, Section 13-3-402(b), is amended by deleting the first sentence and substituting:

A county register shall not receive, file, or record a plat of a subdivision, or an amendment, modification, or correction to a recorded plat of a subdivision, without the approval of the regional planning commission, or the planning staff of the regional planning commission if this responsibility has been delegated to the planning staff pursuant to subsection (c), when and as required by this part.

SECTION 3. Tennessee Code Annotated, Section 13-3-402(c), is amended by designating the existing language as subdivision (c)(1) and adding the following new subdivisions:

(2) A regional planning commission may only delegate the responsibility for approval of a subdivision plat that includes:

(A) No more than twenty-five (25) lots and only if the development received preliminary plan approval through the regional planning commission; or

(B) No more than five (5) lots if the development did not require preliminary plan approval through the regional planning commission; provided, that:

(i) The subdivision complies with such regulations governing a subdivision of land as adopted by the regional planning commission pursuant to § 13-3-403;

(ii) No request for a variance from such regulations has been requested; and

(iii) A division of land requiring new road or utility construction is not approved by the planning staff under this subsection (c) unless the plan received preliminary approval by the regional planning commission.

(3) A regional planning commission shall not delegate to its planning staff the authority to preliminarily approve, finalize approval of, or certify a subdivision plat, regardless of the number of lots proposed for the subdivision plan, consistent with the

parameters of this section, unless each county and municipal legislative body, lying in whole or in part within, and subject to, the jurisdiction of the regional planning commission, approves such delegation by a majority vote of their respective legislative bodies.

SECTION 4. Tennessee Code Annotated, Section 13-4-302(a), is amended by deleting the language "no more than two (2) lots" and substituting "no more than twenty-five (25) lots if the development received preliminary plan approval through the municipal planning commission, or five (5) lots if the development did not require preliminary plan approval through the municipal planning commission"; and is further amended by deleting the language "upon certification by the planning staff of the municipal planning commission" and substituting "upon certification by the municipal planning commission, or by the planning staff of the municipal planning commission if the commission has delegated this responsibility to its planning staff pursuant to subsection (d).".

SECTION 5. Tennessee Code Annotated, Section 13-4-302(c), is amended by deleting the first sentence and substituting:

A county register shall not file or record a plat of a subdivision of land, or an amendment, modification, or correction to a recorded plat of a subdivision, within the municipality without the approval of the municipal planning commission, or the planning staff of the municipal planning commission if this responsibility has been delegated to the staff as provided in subsection (d), as required by this part.

SECTION 6. Tennessee Code Annotated, Section 13-4-302, is amended by adding the following new subsection (d):

(d)

(1) A municipal planning commission may delegate the responsibility for approval of a subdivision plat to the planning staff of the municipal planning commission by a majority vote of the municipal planning commission that is taken at a public meeting after being placed on the municipal planning commission's meeting agenda and notice being provided as required for other matters before the municipal planning commission.

(2) This delegation may only include subdivision plats that include:

(A) No more than twenty-five (25) lots and only if the development received preliminary plan approval through the municipal planning commission; or

(B) No more than five (5) lots if the development did not require preliminary plan approval through the municipal planning commission; provided, that:

(i) The subdivision complies with such regulations governing a subdivision of land as adopted by the municipal planning commission pursuant to § 13-4-303;

(ii) No request for a variance from such regulations has been requested; and

(iii) A division of land requiring new road or utility construction is not approved by the planning staff under this subsection (d) unless the plan received preliminary approval by the municipal planning commission.

(3) A municipal planning commission shall not delegate to its planning staff the authority to preliminarily approve, finalize approval of, or certify a subdivision plat, regardless of the number of lots proposed for the subdivision plan, consistent with the parameters of this section, unless the municipal legislative body approves such delegation by a majority vote of the legislative body.

HB2534

SECTION 7. This act takes effect upon becoming a law, the public welfare requiring it.

HOUSE BILL NO. 2534

PASSED: April 14, 2022



CAMERON SEXTON, SPEAKER
HOUSE OF REPRESENTATIVES



RANDY MCNALLY
SPEAKER OF THE SENATE

APPROVED this 4th day of May 2022



BILL LEE, GOVERNOR

Tenn. Code Ann. § 13-3-402**Copy Citation**

Current through the 2024 Regular Session.

Tennessee Code Table of Contents PAW- ET TABLE OF CONTENTS Title 13 Public Planning And Housing Chapter 3 Regional Planning Part 4 Regional Planning Regulations

13-3-402. Regional planning commission platting authority — Recording plat by county register — Variances.

(a)

(1) From and after the time when the regional planning commission of any region, as defined and created by the department of economic and community development, has adopted a regional plan which includes at least a major road plan or has progressed in its planning to the state of the making and adoption of a major road plan, and has filed a certified copy of such major road plan in the office or offices of the county register or registers of the county or counties lying in whole or in part in such region, then no plat of a subdivision of land within such region, other than land located within the boundaries of any municipal corporation, shall be filed for record or recorded until it has been approved by such regional planning commission or the staff of the regional planning commission if this responsibility has been delegated to the staff by the regional planning commission as provided in subsection (c), and such approval endorsed in writing on the plat by the secretary of the commission or by another designee of the regional planning commission; provided, that if the plat of subdivision divides the tract into no more than twenty-five (25) lots if the development received preliminary plan approval through the regional planning commission, or five (5) lots if the development did not require preliminary plan approval through the regional planning commission, the approval may be endorsed in writing on the plat by the secretary of the commission or by another designee of the regional planning commission without the approval of the regional planning commission, and upon certification by the regional planning commission, or by the planning staff of the regional planning commission if the commission has delegated this responsibility to its planning staff pursuant to subsection (c), that the subdivision complies with such regulations governing a subdivision of land as have been adopted by the regional planning commission pursuant to § 13-3-403; provided further, that no request for variance from such regulations has been requested.

(2) No plat shall be submitted to or approved by the regional planning commission or the staff of the regional planning commission if this responsibility has been delegated to the staff by the regional planning commission as provided in subsection (c) unless it is submitted by the owner of the property to be subdivided by the plat, or a governmental entity. "Owner," for purposes of this section, means the legal or beneficial owner or owners of all the land proposed to be included in the proposed subdivision, or the holder of a written option or contract to purchase the land, or the attorney or authorized representative of any of the aforementioned.

(b) A county register shall not receive, file, or record a plat of a subdivision, or an amendment, modification, or correction to a recorded plat of a subdivision, without the approval of the regional planning commission, or the planning staff of the regional planning commission if this responsibility has been delegated to the planning staff pursuant to subsection (c), when and as required by this part. Each such plat so filed shall include the most recent recorded deed book number and page number for each deed constituting part of the property being platted. Notwithstanding this subsection (b), an easement or survey attached to an easement granted to the state, a county, municipality, metropolitan government, or entity of the state, county, municipality or metropolitan government, shall not constitute an amendment, modification, or correction of a recorded plat of a subdivision.

(c)

(1) A regional planning commission may delegate the responsibility for approval of a subdivision plat to the staff of the regional planning commission by a majority vote of the regional planning commission that is taken in a public meeting after being placed on the regional planning commission's meeting agenda and notice being provided as required for other matters before the regional planning commission.

(2) A regional planning commission may only delegate the responsibility for approval of a subdivision plat that includes:

(A) No more than twenty-five (25) lots and only if the development received preliminary plan approval through the regional planning commission; or

(B) No more than five (5) lots if the development did not require preliminary plan approval through the regional planning commission; provided, that:

(i) The subdivision complies with such regulations governing a subdivision of land as adopted by the regional planning commission pursuant to § 13-3-403;

(ii) No request for a variance from such regulations has been requested; and

(iii) A division of land requiring new road or utility construction is not approved by the planning staff under this subsection (c) unless the plan received preliminary approval by the regional planning commission.

(3) A regional planning commission shall not delegate to its planning staff the authority to preliminarily approve, finalize approval of, or certify a subdivision plat, regardless of the number of lots proposed for the subdivision plan, consistent with the parameters of this section, unless each county and municipal legislative body, lying in whole or in part within, and subject to, the jurisdiction of the regional planning commission, approves such delegation by a majority vote of their respective legislative bodies.

(d) A regional planning commission may grant variances to subdivision regulations, if such variances are adopted at a public meeting of the commission.

Subdivision Regulations Amendments - Article II.D.

With the passage of Public Chapter 994, T.C.A. Section 13-3-402 and Section 13-4-302 are amended relative to planning commissions.

Section 3 of Public Chapter 994 adds new language for subdivisions. A regional planning commission may now delegate the responsibility for approval of a subdivision plat that includes:

- (A) No more than twenty-five (25) lots and only if the development received preliminary plan approval through the regional planning commission; or
- (B) No more than five (5) lots if the development did not require preliminary plan approval through the regional planning commission; provided, ...

Section 3 further stipulates that delegating this responsibility must be also be approved by a majority vote of the legislative body. For adherence, the Washington County Board of Commissioners passed Resolution No. 22-07-01 (resolution locally adopting Tennessee Code Annotated Section 13-3-402 and Section 13-4-302 pursuant to Public Chapter No. 994 of the 112th General Assembly).

Amendments to the Subdivision Regulations are now being presented for compliance with the Public Chapter. Specifically, the amendments affect Article II. (Procedure for Plat Approval) Section D. (Final Plat) as found on p.6.

As the Subdivision Regulations are within the authority and jurisdiction of the planning commission, a Public Hearing is required as part of the amendment process. The Public Hearing Notice was advertised accordingly in the Johnson City Press.

Staff recommends approval of the amendments to Article II. Section D. of the Subdivision Regulations of Washington County, TN as proposed.

D. Final Plat

1. The final plat shall conform substantially to the preliminary subdivision plan as approved, and, if desired by the subdivider, it may constitute only that portion of the approved preliminary subdivision plan which he proposes to record and develop at the time, provided, however, that such portion conforms to all requirements of these regulations. If a proposed subdivision fronts upon an existing public road and no, or minor, public road, public utility, and/or public drainage improvements are needed, the planning commission, based on a recommendation from the Washington County Departments, may waive the requirements for the preliminary approval, and permit the developer to submit only a final plat. See also Article III.A.5.
2. For projects that require public improvements, an as-built survey of the public improvements including, but not necessarily limited to, pavement, curbing, storm drain, and other utilities shall be provided to the Washington County Zoning Administrator and the Highway Department for review and approval before final plat approval. The as-built survey shall be prepared by a licensed land surveyor and/or professional engineer. The required elements of the as-built shall be determined by the Washington County Departments and the Utility Providers.
3. Prior to the approval of a final plat, the following minimum inspections of improvements shall be performed and written documentation provided to the Zoning Administrator:
 - a. Public road improvements including pavement and curbing by the Washington County Highway Department.
 - b. Public drainage improvements including inlets, catch basins, headwalls, pipes, and swales by the Washington County Highway Department and the Stormwater Program Manager or designee.
 - c. Public water and sanitary sewer lines by the Utility Provider.
 - d. Stormwater management facilities-both public and private-by the Stormwater Program Manager or designee
 - e. Erosion and Sediment Control measures and stabilization of the disturbed areas by the Stormwater Program Manager or designee.
4. In order to allow the planning commission technical staff and utilities heads time to review and prepare recommendations to the planning commission, the final plat shall be submitted to the planning commission at least thirty (30) days prior to the meeting at which it is to be considered. The subdivider shall submit four (4) copies (black and white prints or blue line prints), and a digital version, PDF document or other acceptable format if requested, of the drawings, together with other plans that may be required by the planning commission. At the time of such submission the secretary of the planning commission shall issue a receipt acknowledging said submission.
5. The final plat shall be presented to the planning commission at its next meeting by the secretary or acting secretary of the planning commission for consideration for approval or disapproval; provided that if the plat of subdivision divides the tract into no more than two (2) ~~five (5)~~ lots, ~~or no more than twenty-five (25) lots if the development received preliminary plan approval through the regional planning commission,~~ the approval may be endorsed in writing on the plat by the secretary of the commission without the approval of the regional planning commission, upon certification and endorsement in writing on the plat by the planning staff of the regional planning commission that the subdivision complies with the Subdivision Regulations of Washington County; provided, further, that no request for a variance from said regulations has been made.
6. The plat shall be drawn to a scale of one inch equals one hundred (100) feet on sheets eighteen (18) by twenty-four (24) inches or of an approved size to correspond to local plat book dimension; ~~provided that subdivisions containing no more than two (2) lots may be drawn at such scale as may be required by the planning staff on a sheet eight and one half (8.5) by fourteen (14) inches and registered as an attachment to the deeds of the property and placed in the deed books in the Registrar's Office of Washington County.~~ When more than one sheet is required, an index shall be provided showing the entire subdivision with the sheets lettered in alphabetical order as a key or other means such as labeling each sheet "Plat Sheet 1 of 2, Plat Sheet 2 of 2, etc".

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** New Business
4

SUBJECT: Zoning Map Amendment - Historic Overlay (H-1 and H-2) Zones

BACKGROUND:

The Historic Zoning Commission (HZA) has found inconsistencies in the Town's official zoning map, which has occurred over time and a series of map readoptions, beginning from the point in time when the maintenance of the map transitioned from the Local Planning Office to the Town and its subsequent digitization.

Accordingly, the HZA has initiated the process to amend the map and is asking the Planning Commission to consider its request.

RECOMMENDATION: Staff recommends approval of the Zoning Map amendments to the H-1 and H-2 Districts as presented by the HZA.

☐ Parcels

Adopted by the Board
Reading Date:

Janet Jennings, Town Recorder

Effective Date and Ordinance Number

Effective Date and Ordinance Number

Tom Foster, Chair

Robin Harpe, Secretary

Frank Collom, Chair

Deborah Haas Gurettini

From: [Glenn Rosenoff](#)
To: [Annie Charles](#)
Subject: FW: Corrections to the County H-1/H-2 Overlay Zone Map
Date: Monday, November 10, 2025 3:55:12 PM
Attachments: [Difference in HZC map v2.docx](#)

From: Frank Collins <frank.collins@gmail.com>
Sent: Friday, July 11, 2025 8:40 AM
To: Glenn Rosenoff <GRosenoff@jonesboroughtn.org>
Cc: wekennedymd@gmail.com; Nita Van Til <nita.vantil@gmail.com>; Amy Collins <amy.collins@gmail.com>; Brandi Miller <Brandim@JonesboroughTN.org>
Subject: Corrections to the County H-1/H-2 Overlay Zone Map

Hi Glenn,

From checking the earlier H-1/H-2 overlay maps, I suspect when a County clerk digitized the maps, they overlooked certain edges where the diagonal line denoting H-1/H-2 was not as prominent.

Below and attached shows the accurate H-1/H-2 maps as it currently stands and was shown on earlier versions (2004/2009/2014) of Jonesborough and County H-1/H-2 overlay zone maps. Not sure if the County can just correct this since it looks more like a clerical error than an actual discrepancy. Or the MBA can issue a stamp of approval to reconfirm the boundary and we can have the County fix the inconsistencies.

1. Direct the County to re-include these on the H-1 map.

These properties were on the County's H-1, H-2 overlay zone maps in 2004, 2009 and 2014, but have disappeared on their 2023 map. Dr. Kennedy confirmed these are in the H-1 overlay zone. We have multiple HZC forms in our Certificate of Appropriateness files.

200 W College St
205 W College St
208 W College St
301 W College St
421 W College St
204 N 2 nd Ave
206 N 2 nd Ave
208 N 2 nd Ave
210 N 2 nd Ave (Rhea Masonic Lodge)

2. Direct the County to follow the property lines for these H-1/H-2 properties:

The county has put the dividing line in the middle of these properties instead of following the property lines. The structure is shown in the H-1/H-2 overlay zone, but a dividing line cuts off the rear of the property. The county needs to follow the property lines.

H-1:

201 Oak Grove Avenue (a small part in the back)

508 W Main St

510 W Main St

512 W Main St

518 W Main St

703 W Main St

H-2:

147 N Lincoln Ave

216 Sabin Dr (County Inn and Suites building is included, but the parking lot is not shaded)

3. Direct the County to follow the property lines for these H-1 properties:

The following properties have the house in the H-1 district, but the rear part of the property in the H-2 district.

201 E Main St

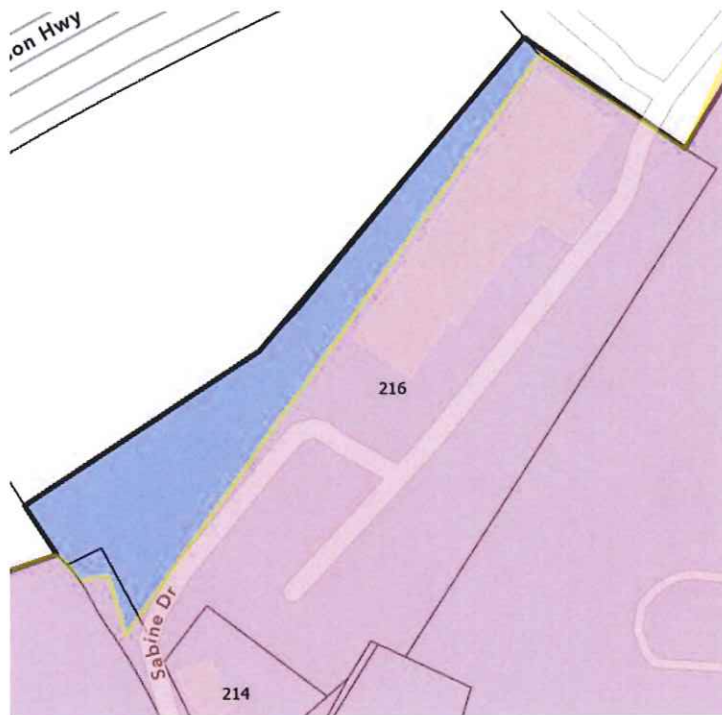
211 E Main St

213 E Main St

4. Direct the County to remove from the H-1 map.

The following property is listed as being in the H-1 district on the county map. However, it is not considered to be part of the H-1 district.

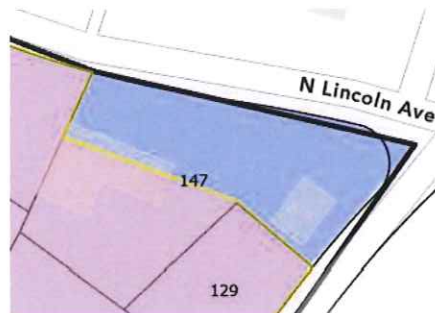
401 W Jackson Blvd (First Horizon Bank)



216 Sabin Drive

Parcel Id: 060A D 010.00, owned by Arya Hospitality LLC

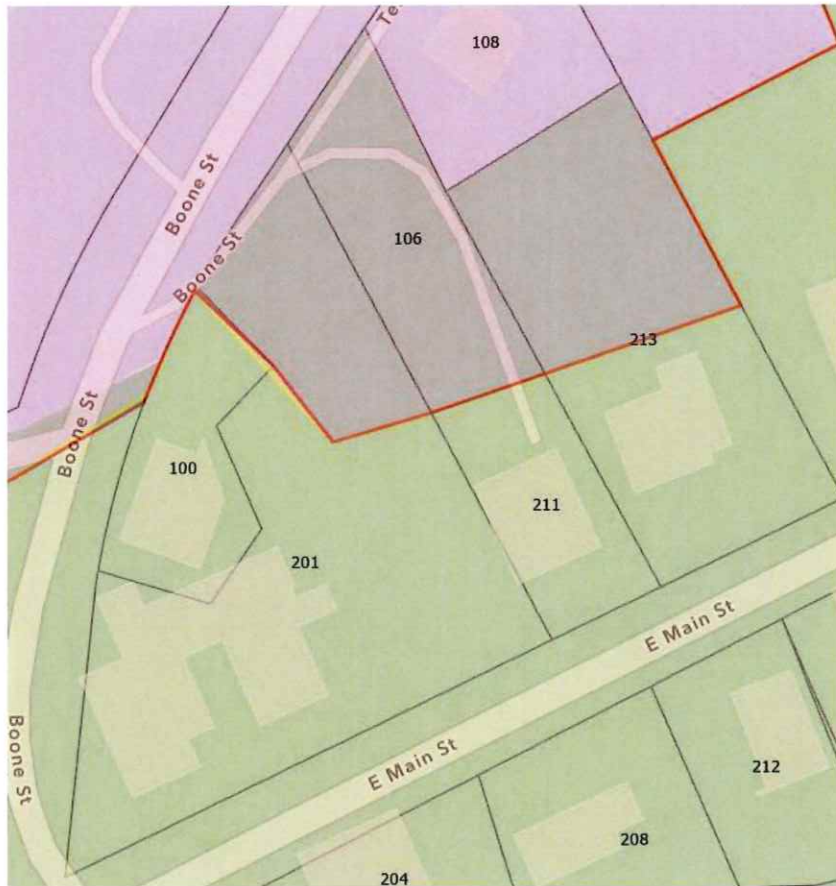
County should follow property lines, most of property is H2 (including structure).



147 N Lincoln Avenue

Parcel Id: 052O B 017.00, owned by Roy & Marjorie Foster

County should follow property lines, part of property is H2



201 E Main Street

Parcel Id: 0520 B 039.00, First Baptist Church

Most of property is H1, but a small piece is H2. The entire property should be H1.

106 Boone Street

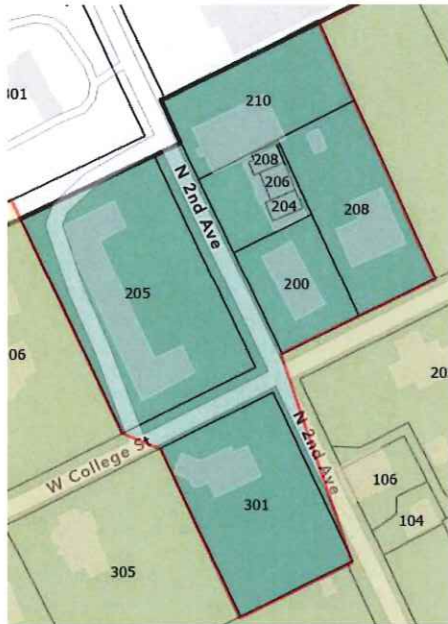
Parcel Id: 0520 B 038.01, owned by Lester & Khristine Morelock

This is the driveway for 211 Main Street which is H1. Both properties should be H1.

213 E Main Street

Parcel Id: 0520 B 037.00, owned by Lawrence & Karen Childress

Part of property is H1 and part is H2. Entire property should be H1.



301 W College Street

Parcel Id: 060A C 010.00, owned by Joe Florence and Lea Florence

Should be part of H1. 2004 & 2009 maps show property as H1.

205 N Second Avenue

Parcel Id: 060A A 008.00, owned by Boatyard LLC

Should be part of H1. 2004 & 2009 maps show property as H1.

200 N Second Avenue

Parcel Id: 060A D 020.00, owned by Leory & Gaye Griffith

Should be part of H1. 2004 & 2009 maps show property as H1.

204, 206, & 208 N Second Avenue

Parcel Id: 060A D 020.01, Town Place Condos

Should be part of H1. 2004 & 2009 maps show property as H1.

210 N Second Avenue

Parcel Id: 060A D 019.01, Rhea Lodge

Should be part of H1. 2004 & 2009 maps show property as H1.



401 W Jackson Blvd.

Parcel Id: 060A A 003.01, First Horizon Bank

On county map as H1. Should not be in H1 district.



421 W College Street

Parcel Id: 060A B 005.00, owned by William Murray

Should be part of H1.

201 Oak Grove Avenue

Parcel Id: 060A B 006.00, owned by Glenn & Lori Rosenoff

Most of property is H1. County map should follow property lines.



516 W Main Street

Parcel Id: 060A B 029.00, owned by Gary Gerhart & Cassandra Moore

Part of property is H1. Should follow property lines and all be in H1 district.

512 W Main Street

Parcel Id: 060A B 028.00, owned by James Cooper and Marie Nelson

Part of property is H1. Should follow property lines and all be in H1 district.

510 W Main Street

Parcel Id: 060A B 027.00, owned by Tony Hylmon

Part of property is H1. Should follow property lines and all be in H1 district.

508 W Main Street

Parcel Id: 060A B 026.00, owned by John Shanks

Part of property is H1. Should follow property lines and all be in H1 district.



Willow Creek Lane, 101, 102, & 103

Parcel Id: 0601A 019.02, Willow Creek Condos

Part of property is H1. Should follow property lines and all be in H1 district.

103 S Third Avenue

Parcel Id: 0601A 022.02

A small section of the property is H1. The property should not be in the H1 district.



703 W Main Street

Parcel Id: 0601A 019.01, owned by Matthew & Crystal Kehn

Part of property is H1. Should follow property lines and all be in H1 district.

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** New Business
5

SUBJECT: Washington County Zoning Resolution Text Amendment – Assisted
Living Facilities

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 proposed amendment would apply to Article V, Section 515, and would permit assisted living facilities in the County's PR-BD (Planned Residential-Business) zoning district.

RECOMMENDATION: Town staff recommends approval of the amendment to the Washington County Board of County Commissioners.

ASSISTED LIVING FACILITY AMENDMENT

The purpose of the amendment is to permit an Assisted Living Facility in the PR-BD zoning district, as the use is presently allowed in various other planned districts.

515. Assisted Living Facility (~~Amended 07/05~~)

Assisted Living Facilities shall be permitted in the following Zoning Districts:

MS, PRD-1, PRD-2, PRD-3, PBD-1, and PBD-2 and PR-BD

Assisted Living Facilities shall meet the provisions of the Zoning Resolution, the density standards of the Zoning District, and the following regulations:

- i. should be designed so as to cluster the residential units and associated buildings based on the net density and provide sufficient open space and amenities area;
- ii. one and one-half (1.5) parking per unit shall be provided. Ten percent of the total parking spaces shall be designated as handicap accessible. The Planning Commission reserves the right to require overflow parking area(s);
- iii. development shall be located on an arterial street or collector street as shown on the zoning map of Washington County, Tennessee;
- iv. all buildings shall be set back from the street right-of-way and from all property lines as required by the zoning district within which the development is located except: where adjacent to the A-1, R-1, R-1A, or R-1B zoning districts, the minimum setback shall be 50 feet. Where adjacent to a state highway, the minimum setback shall be 50 feet;
- v. a planted buffer strip along the side and rear lot lines; and
- vi. no certificate of occupancy shall be issued prior to the issuance of required permits and certificates by federal, state, and local agencies and all required conditions of approval by the Planning Commission.

JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** New Business
6

SUBJECT: Zoning Ordinance Text Amendment & Zoning Map Amendment -
HDC Overlay Zone

BACKGROUND:

The Board of Mayor & Aldermen is considering an amendment to the current Municipal Code to effectively regulate the zoning, manufacture, sale, and enforcement of new state laws on Hemp Derived Cannabinoid manufacturing and retail sales.

Pertinent to this Commission is consideration of the recommendation of amendment to Title 11, Chapter 5, Section 11-517 of the Zoning Ordinance. The proposed amendment would add a subsection to create an overlay zone for HDC manufacturing and retail as follows:

11-517E. HDC (HDC Manufactory and Retail Store) Overlay Zone. This district intends to allow HDC manufactories and retail stores to be located in areas that provide the best opportunity for the manufactories and stores to be successful with the least negative impact on the Jonesborough community.

Accordingly, the associated map depicting the applicable locations for the HDC Overlay Zone, as currently being considered, is also presented for recommendation of amendment.

RECOMMENDATION: Staff recommends approval of the Zoning Ordinance text amendment and the Zoning Map amendment as submitted.

11-517C. RLS (Retail Liquor Store) Overlay District. It is the intent of this district to allow retail liquor stores, as defined in title 2, chapter 1, § 2108(1) of the Jonesborough Municipal Code, to be located in areas that provide the best opportunity for the stores to be successful with the least negative impact on the Jonesborough community. (as added by Ord. #2010-12, Dec. 2010, and replaced by Ord. 2016-02, Feb. 2016 Ch 12_04-09-18)

11-517D. Distilling Company Overlay District. It is the intent of this district to provide suitable locations for the possible operation of a distilling company meeting all state and federal requirements that legally manufactures and sells intoxicating liquors within the corporate limits of the Town of Jonesborough.

(1) These facilities are defined as follows: A facility that manufactures intoxicating liquors including alcohol, spirits, liquors, wines and every liquid or solid, patented or not, containing alcohol, spirits, liquor or wine, and capable of being consumed by human beings, but nothing in this section shall be construed or defined as including or relating to the manufacture of any beverage with alcohol content of five percent (5%) or less.

(2) In order to achieve the intent of the Distilling Company Overlay District, the requirements of this overlay district are established to locate any manufacturer of intoxicating liquors in an appropriate location that is deemed suitable for such purpose; enhancing the local economy, increasing the potential of the town, while ensuring the safety and general welfare of visitors and residents. 1State law reference Tennessee Code Annotated , § 57-2-102. The privilege tax payment of one thousand dollars (\$1,000.00) is established by ordinance 2014-02, March 2014 in order to be licensed with the town to engage in the manufacturing of intoxicating liquors.

(3) The DC Overlay District when approved will be shown on the zoning map of Jonesborough.

(4) The underlying properties of the overlay zone will normally be a business or manufacturing zone.

(5) The DC overlay may be within the historic district, especially when the operation is developed to accommodate tourists, and there is a retail component that can enhance the economic well-being of Jonesborough's historic downtown area.

(6) provided: Distilling company facilities can be located in the DC overlay zone;

(a) The manufacturing facility meets all state and federal requirements for the legal manufacture and sale of intoxicating liquors.

(b) The manufacturing building is five hundred feet (500') from an active church or school, as measured directly from building to building, unless in a B-2 Central Business District where this distance requirement building to building is one hundred fifty feet (150'). (c) A site plan and map is submitted to the Jonesborough Regional Planning Commission for approval providing the following information:

(i) The availability of parking.

(ii) Adequate pedestrian access.

(iii) Schematic of building showing location on property, setbacks, street access, exterior lighting, any changes impacting drainage and stormwater management and utilities.

(iv) Odor control plan.

(v) General overview of business plan including any area for retail liquor sales.

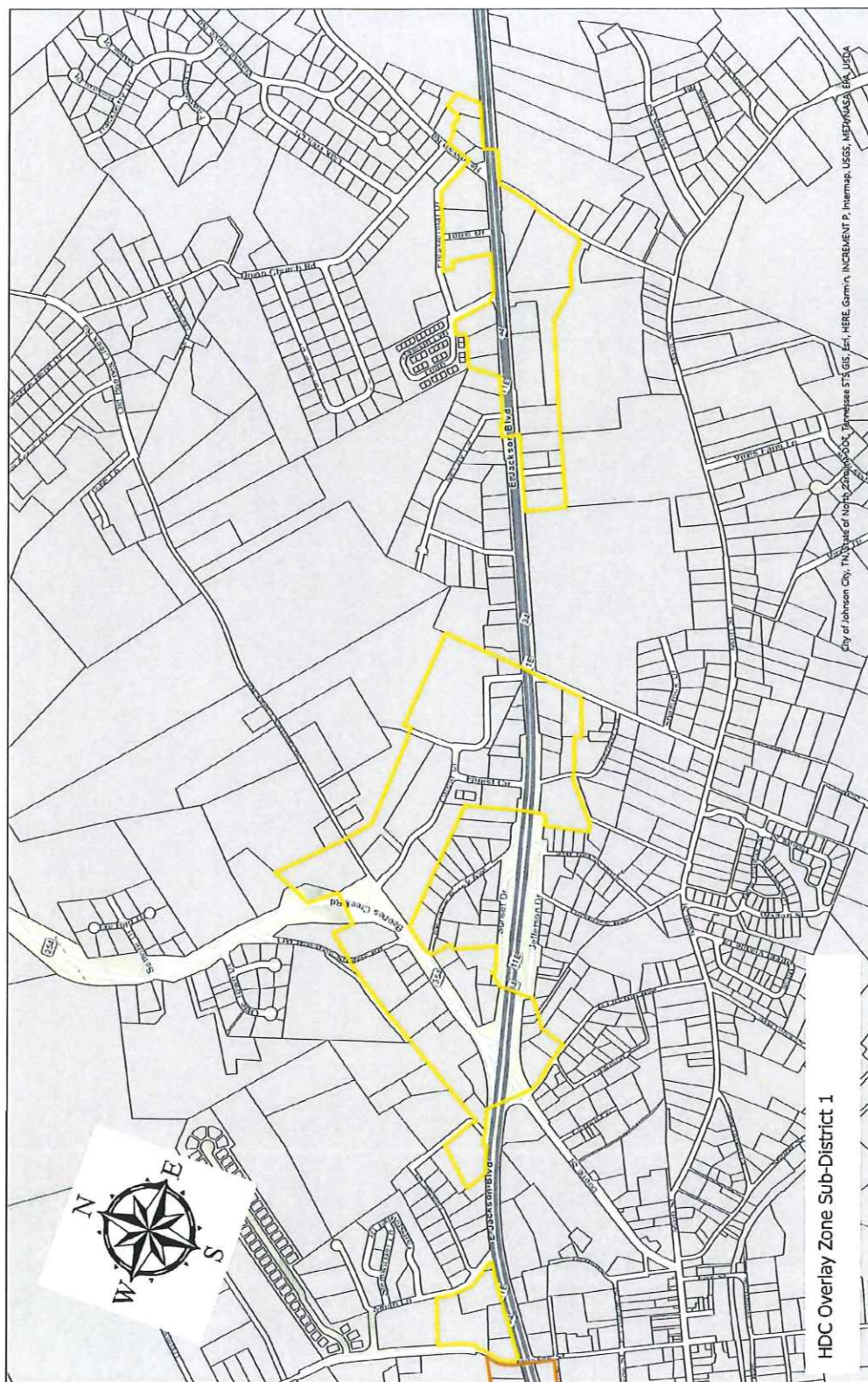
(vi) If in the historic district, approval is required from the historic zoning commission on any exterior building improvements and signage.

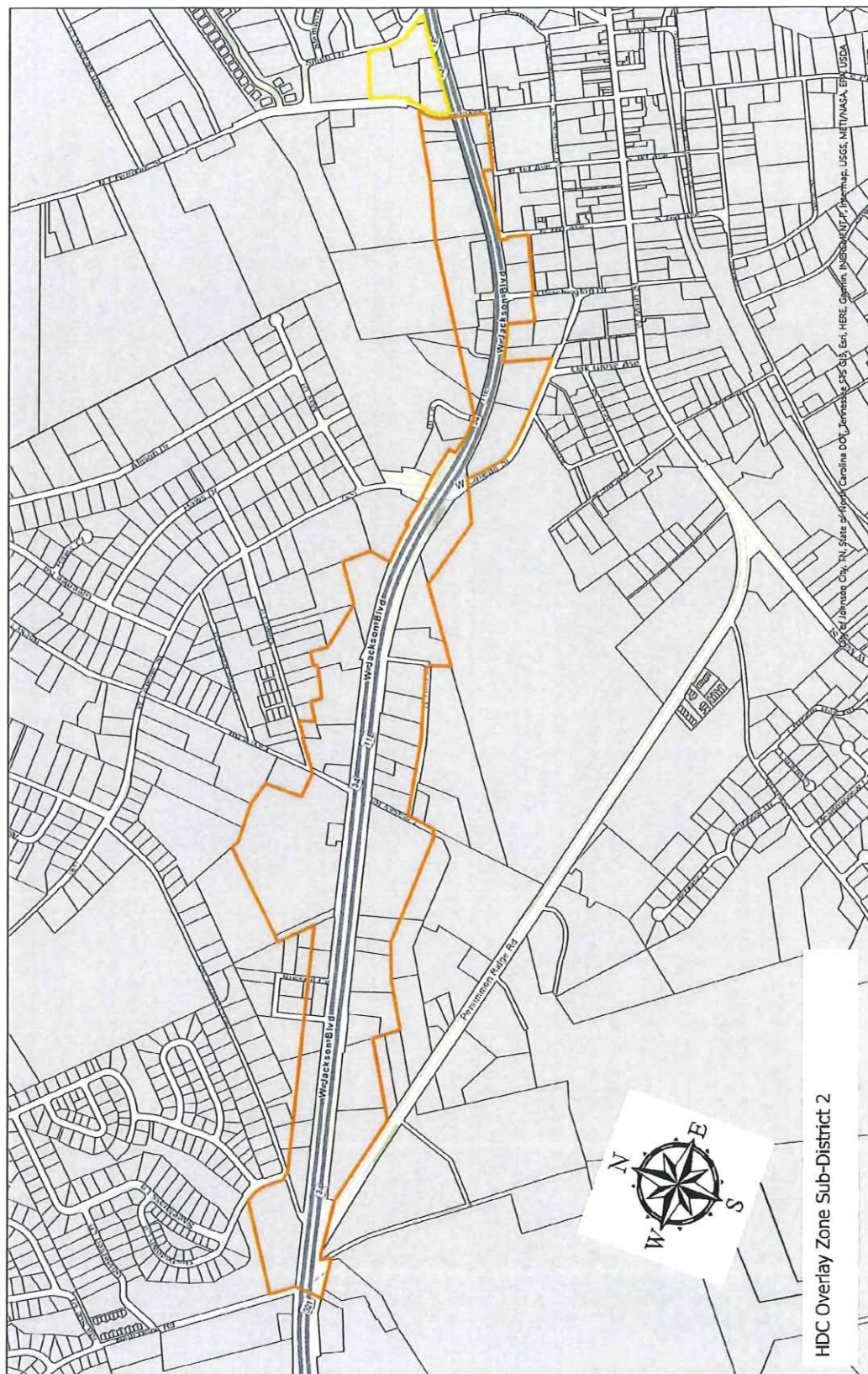
(d) The Jonesborough Regional Planning Commission reviews and approves the site plan and the use of the property for a distilling company manufacturing intoxicating liquors.

(e) A landscape plan must be submitted to the tree and townscape board and be approved before a regular certificate of occupancy is issued. (as added by Ord. #2014-02, March 2014)

11-517E. HDC (HDC Manufactory and Retail Store) Overlay Zone. It is the intent of this district to allow HDC manufactories and retail stores to be located in areas that provide the best opportunity for the manufactories and stores to be successful with the least negative impact on the Jonesborough community.

11-518. B-1 (Neighborhood) Business District. It is the intent of this district to establish business areas to serve surrounding residential districts. The district regulations are intended to discourage strip business development and encourage grouping of uses in which parking and traffic congestion is reduced to a minimum. In order to maintain and enhance the unique historic and aesthetic characteristics of the community and achieve the intent of the B-1 (Neighborhood Business) District, site plans shall be required for all new





JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** 7 **New Business**

SUBJECT: Preliminary Plat - Jones Subdivision

BACKGROUND:

The proposed subdivision consists of 39.9 acres. The plat depicts 34 lots and 2 new public streets, located off Highway 81-S. The property is located outside the Town's corporate limits, zoned R-1 in Washington County, within the Urban Growth Boundary, which places subdivision authority with the Town's Planning Commission. The subject property is further described on Washington County Tax Map 68, Parcel 42.00. All proposed lots exceed the minimum 15,000-sq.ft. lot size requirement.

The lots will be served with public water and private sewer. Both new streets will have 24-ft pavement width, Road A within a 50-ft right-of-way, and Road B within a 40-ft right-of-way. The maximum grade depicted on the road profiles is 8.72%, which is within the stated allowable 15% (Article III.A.7.).

The Planning Commission is asked to approve the subdivision without sidewalks, as the property is unlikely to be annexed into the Town in the near future. This is allowable as per Article III.J.8. of the Subdivision Regulations.

Due to the size of the development, stormwater controls and water quality devices are required. There are 4 stormwater ponds shown on the plans. Pond 1 is located on Lot 1, Pond 2 on Lot 29, Pond 3 on Lots 7 & 8, and Pond 4 on Lots 16 & 17. The construction plans have been reviewed by one of the Town's consultant engineers (Pamela Gilmer, P.E.), and are recommended for approval, having met all requirements.

RECOMMENDATION:

Staff recommends approval of the Jones Subdivision preliminary plat as submitted.



RECEIVED FILE:
DATE: 10/12/2021

NO.	REVISIONS	DATE

OVERALL SUBDIVISION LAYOUT

JONES SUBDIVISION S.R.-B1
ADJOINING 2121 S.R. 81
WASHINGTON COUNTY, TENNESSEE

C1.0
DATE: 10/12/2021

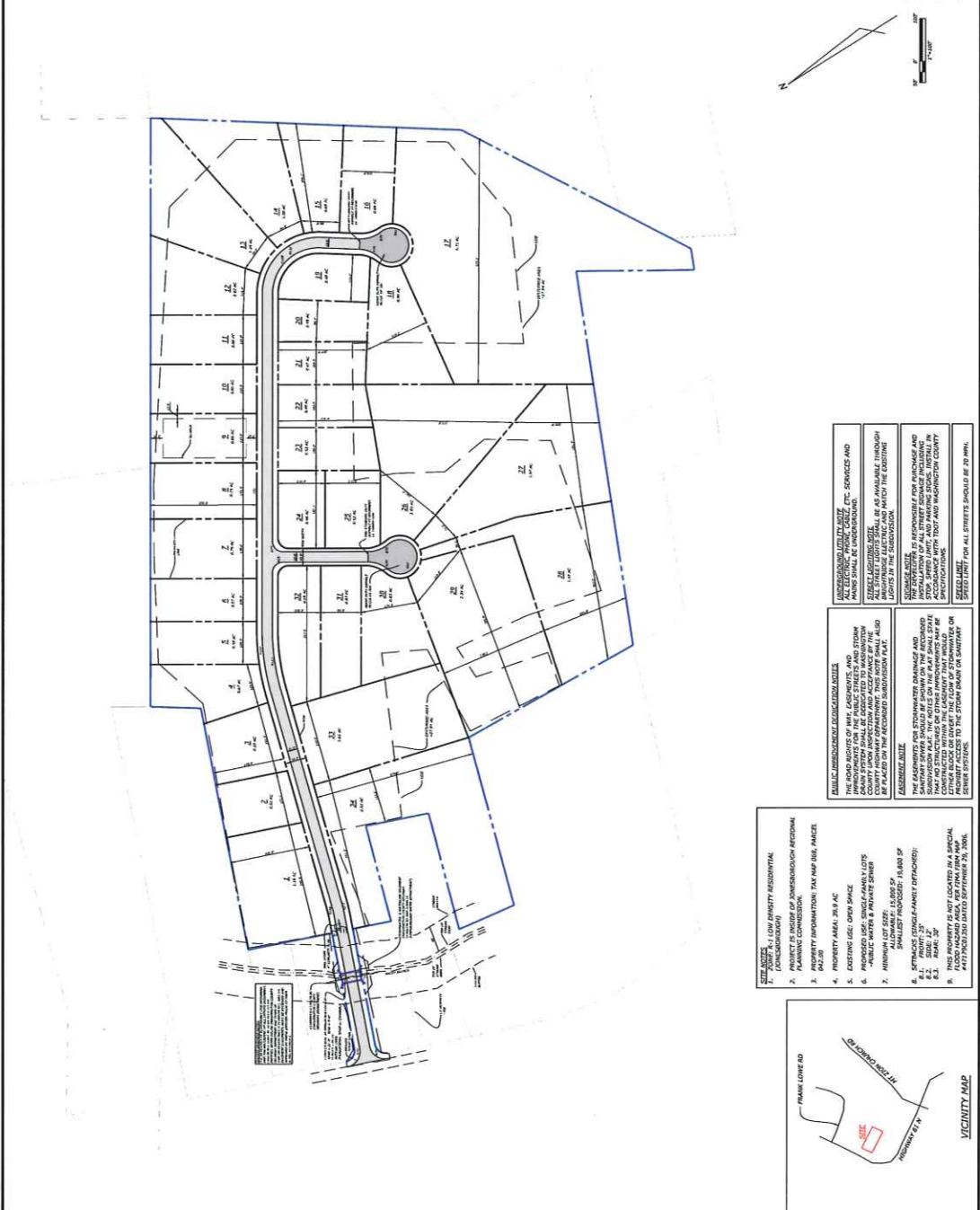
- SHEET INDEX**
- C1.0 TOTAL SITE PLAN
 - C1.1 SITE PLAN
 - C1.2 SITE PLAN
 - C1.3 SITE PLAN
 - C1.4 CROSS-SECTIONS
 - C1.5 GRADING PLAN
 - C1.6 GRADING PLAN
 - C1.7 GRADING PLAN
 - C1.8 EPC PHASE 1
 - C1.9 EPC PHASE 1
 - C1.10 EPC PHASE 1
 - C1.11 EPC PHASE 2
 - C1.12 EPC PHASE 2
 - C1.13 EPC PHASE 2
 - C1.14 EPC PHASE 2
 - C1.15 EPC PHASE 2
 - C1.16 EPC PHASE 2
 - C1.17 EPC PHASE 2
 - C1.18 EPC PHASE 2
 - C1.19 EPC PHASE 2
 - C1.20 EPC PHASE 2
 - C1.21 EPC PHASE 2
 - C1.22 EPC PHASE 2
 - C1.23 EPC PHASE 2
 - C1.24 EPC PHASE 2
 - C1.25 EPC PHASE 2
 - C1.26 EPC PHASE 2
 - C1.27 EPC PHASE 2
 - C1.28 EPC PHASE 2
 - C1.29 EPC PHASE 2
 - C1.30 EPC PHASE 2
 - C1.31 EPC PHASE 2
 - C1.32 EPC PHASE 2
 - C1.33 EPC PHASE 2
 - C1.34 EPC PHASE 2
 - C1.35 EPC PHASE 2
 - C1.36 EPC PHASE 2
 - C1.37 EPC PHASE 2
 - C1.38 EPC PHASE 2
 - C1.39 EPC PHASE 2
 - C1.40 EPC PHASE 2
 - C1.41 EPC PHASE 2
 - C1.42 EPC PHASE 2
 - C1.43 EPC PHASE 2
 - C1.44 EPC PHASE 2
 - C1.45 EPC PHASE 2
 - C1.46 EPC PHASE 2
 - C1.47 EPC PHASE 2
 - C1.48 EPC PHASE 2
 - C1.49 EPC PHASE 2
 - C1.50 EPC PHASE 2
 - C1.51 EPC PHASE 2
 - C1.52 EPC PHASE 2
 - C1.53 EPC PHASE 2
 - C1.54 EPC PHASE 2
 - C1.55 EPC PHASE 2
 - C1.56 EPC PHASE 2
 - C1.57 EPC PHASE 2
 - C1.58 EPC PHASE 2
 - C1.59 EPC PHASE 2
 - C1.60 EPC PHASE 2
 - C1.61 EPC PHASE 2
 - C1.62 EPC PHASE 2
 - C1.63 EPC PHASE 2
 - C1.64 EPC PHASE 2
 - C1.65 EPC PHASE 2
 - C1.66 EPC PHASE 2
 - C1.67 EPC PHASE 2
 - C1.68 EPC PHASE 2
 - C1.69 EPC PHASE 2
 - C1.70 EPC PHASE 2
 - C1.71 EPC PHASE 2
 - C1.72 EPC PHASE 2
 - C1.73 EPC PHASE 2
 - C1.74 EPC PHASE 2
 - C1.75 EPC PHASE 2
 - C1.76 EPC PHASE 2
 - C1.77 EPC PHASE 2
 - C1.78 EPC PHASE 2
 - C1.79 EPC PHASE 2
 - C1.80 EPC PHASE 2
 - C1.81 EPC PHASE 2
 - C1.82 EPC PHASE 2
 - C1.83 EPC PHASE 2
 - C1.84 EPC PHASE 2
 - C1.85 EPC PHASE 2
 - C1.86 EPC PHASE 2
 - C1.87 EPC PHASE 2
 - C1.88 EPC PHASE 2
 - C1.89 EPC PHASE 2
 - C1.90 EPC PHASE 2
 - C1.91 EPC PHASE 2
 - C1.92 EPC PHASE 2
 - C1.93 EPC PHASE 2
 - C1.94 EPC PHASE 2
 - C1.95 EPC PHASE 2
 - C1.96 EPC PHASE 2
 - C1.97 EPC PHASE 2
 - C1.98 EPC PHASE 2
 - C1.99 EPC PHASE 2
 - C1.100 EPC PHASE 2

DESIGNER:
DANIEL J. WOOD
REGISTERED PROFESSIONAL ENGINEER
NO. 10000
STATE OF TENNESSEE
10/12/2021



NOTES:

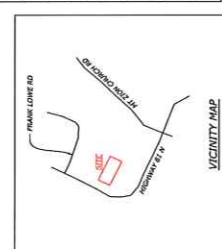
1. THE SUBDIVISION LAYOUT IS BASED ON THE INFORMATION PROVIDED BY THE CLIENT AND THE DESIGNER HAS CONDUCTED A VISUAL INSPECTION OF THE SITE.
2. THE SUBDIVISION LAYOUT IS BASED ON THE INFORMATION PROVIDED BY THE CLIENT AND THE DESIGNER HAS CONDUCTED A VISUAL INSPECTION OF THE SITE.
3. THE SUBDIVISION LAYOUT IS BASED ON THE INFORMATION PROVIDED BY THE CLIENT AND THE DESIGNER HAS CONDUCTED A VISUAL INSPECTION OF THE SITE.

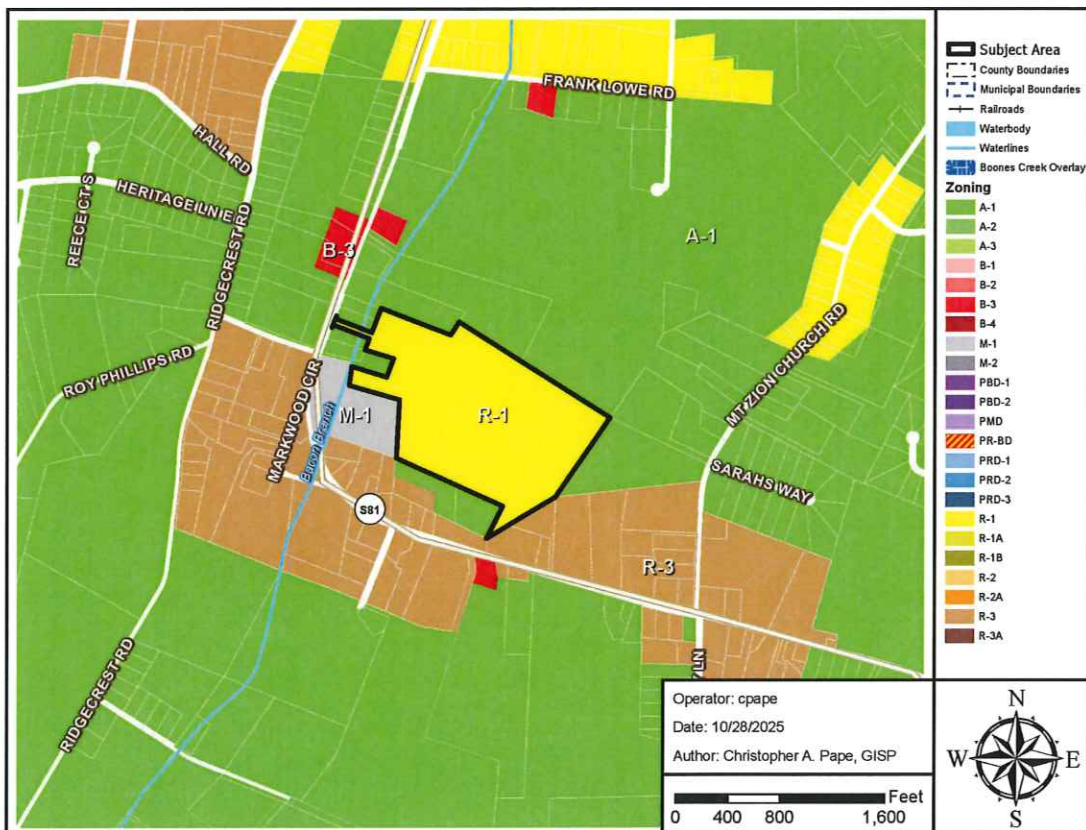
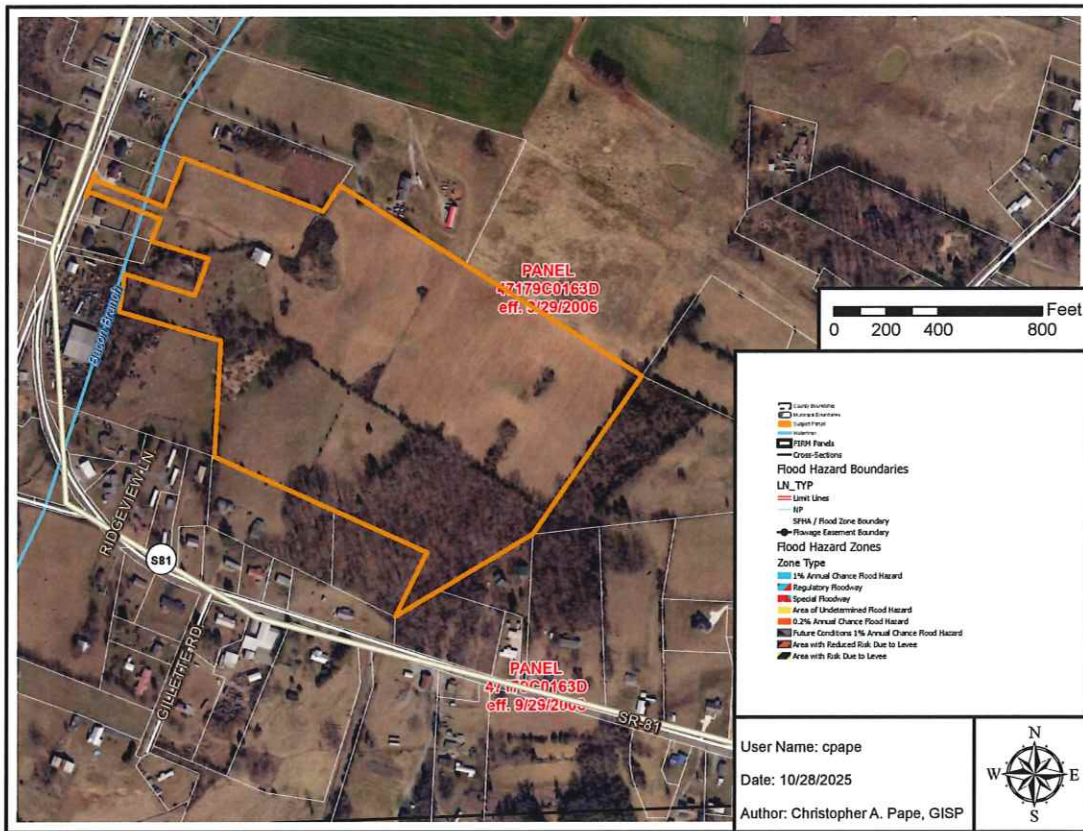


UNDERGROUND UTILITY NOTE:
ALL ELECTRIC, PHONE, CABLE, ETC. SERVICES AND
ALL OTHER UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.
ALL UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.
ALL UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.

SEWERAGE NOTE:
THE ROAD RIGHTS OF WAY, EASEMENTS, AND
ALL OTHER UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.
ALL UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.
ALL UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.

SEWERAGE NOTE:
THE ROAD RIGHTS OF WAY, EASEMENTS, AND
ALL OTHER UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.
ALL UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.
ALL UTILITIES SHALL BE AS AVAILABLE THROUGH
THE STREET LIGHTING SYSTEM.





JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** New Business
8

SUBJECT: Preliminary Plat, Comprehensive Development Plan & Grading
Security Deposit – Wolfe Miller Dr Subdivision

BACKGROUND:

The proposed subdivision consists of 10.53 acres. The plat depicts 17 single-family lots, located off Miller Dr, with a large lot accommodating multi-family unit buildings located off the cul-de-sac of a new public street, and 2 additional single-family lots on W. College St. The property is located inside the Town's corporate limits, zoned PRD. The single-family lots and multi-family units are within the PRD density requirements. There is a \$100,600 grading security deposit and \$7,198 sidewalk fee in lieu payment associated with the request.

The lots will be served with public water and sewer. The new street will have 24-ft pavement width, within a 50-ft right-of-way, and a sidewalk on one side. The maximum grade depicted on the road profiles is 10.61%, which is within the stated allowable 15% (Article III.A.7.).

With consideration of approval for the plat, the Planning Commission is also asked to jointly approve as a Comprehensive Development Plan, which is a requirement of the PRD zoning district. The focus area of the plan is the larger lot where the multi-family units are located. Vehicular access to the units will be from the new cul-de-sac street off Miller Dr, and a golf cart path will be provided from the shared driveway entrance off W. College St. The golf cart path will also provide for a method of pedestrian access as well. A landscaping buffer is required for a northeasterly corner portion of this lot due to an adjoining an existing single-family residence. Mature vegetation in other areas of the lot will remain to provide additional screening.

Due to the size of the development, stormwater controls and water quality devices are required. There is a stormwater pond located on the large lot (labeled Lot 18) with the multi-family unit buildings. The construction plans have been reviewed by one of the Town's consultant engineers (Pamela Gilmer, P.E.), and are recommended for approval, having met all requirements.

RECOMMENDATION:

1. Staff recommends approval of the Wolfe Miller Dr Subdivision preliminary plat and Comprehensive Development Plan as submitted, subject to approval from the Tree & Townscape Board.
2. Staff recommends approval of the associated grading permit security amount of \$100,600.
3. Staff recommends approval of the \$7,198 sidewalk fee in lieu payment, as sidewalk is proposed on one side of the new street.



TOWN OF JONESBOROUGH

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

Grading Permit Security Calculation Form

Wolfe-Miller Dr Subdivision

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

Erosion and Sediment Control Devices

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

- | | |
|---|-----------|
| 1. 1 construction exit @ \$500/EA | = \$500 |
| 2. 200 LF of wire backed silt fence @ \$5/ LF | = \$1,000 |
| 3. 700 LF of silt fence @ \$3/ LF | = \$2,100 |
| 4. 1 stone rings @ \$200/EA | = \$200 |

Storm Drain System

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

- | | |
|---|------------|
| 1. 1040 LF of 24" HDPE pipe @ \$30 / LF | = \$31,200 |
| 2. 5 manholes @ \$1800/EA | = \$9,000 |
| 3. 3 headwalls @ \$500/EA | = \$1,500 |
| 4. 30 CY of rip rap @ \$20 / CY | = \$600 |

Stormwater Management System

(only items, if any, associated with detention)

- | | |
|---|------------|
| 1. 1 pond grading @ \$20,000 / EA | = \$20,000 |
| 2. 1 riser @ \$1000 / EA | = \$1,000 |
| 3. 40 LF of 18" HDPE outlet pipe @ \$25/ LF | = \$1,000 |

Soil Stabilization

- | | |
|---|------------|
| 1. 325,000 SF of disturbed area @ \$0.10 / SF | = \$32,500 |
|---|------------|

TOTAL SECURITY REQUIRED = \$106,600

THE OLDEST TOWN IN TENNESSEE



DTWood Engineering, Inc.

Land Development Design & Consulting

December 1, 2024

Mr. Glenn Rosenoff
Town Administrator
Town of Jonesborough

RE: Sidewalk Fee in Lieu
Wolfe-Miller Dr

Dear Mr. Rosenoff:

We are requesting the Planning Commission approve the construction of a sidewalk along one side of the new street in the Wolfe-Miller Dr subdivision. Below is the calculation to determine the fee in lieu for the other side of the street in accordance with the Town's ordinance.

Quantities

Total length of sidewalk waived=655'

Sidewalk width=5'

Sidewalk area=655' x 5'=3275 sf

Stone base volume (4" thick)=3275 sf x 0.33'=1081 cf

Stone base weight=1081 cf x 95#/cf=102695# /2000# per ton=51 tons

Concrete volume (4" thick)=3275 sf x 0.33'=1081 cf / 27 cf per yard=40 cy

Cost

Compacted stone base=51 tons x \$18/ton=\$918

Concrete=40 cy x \$157/cy=\$6280 (unit price from Summers Taylor, Inc. in November 2024 for Wolfe Development)

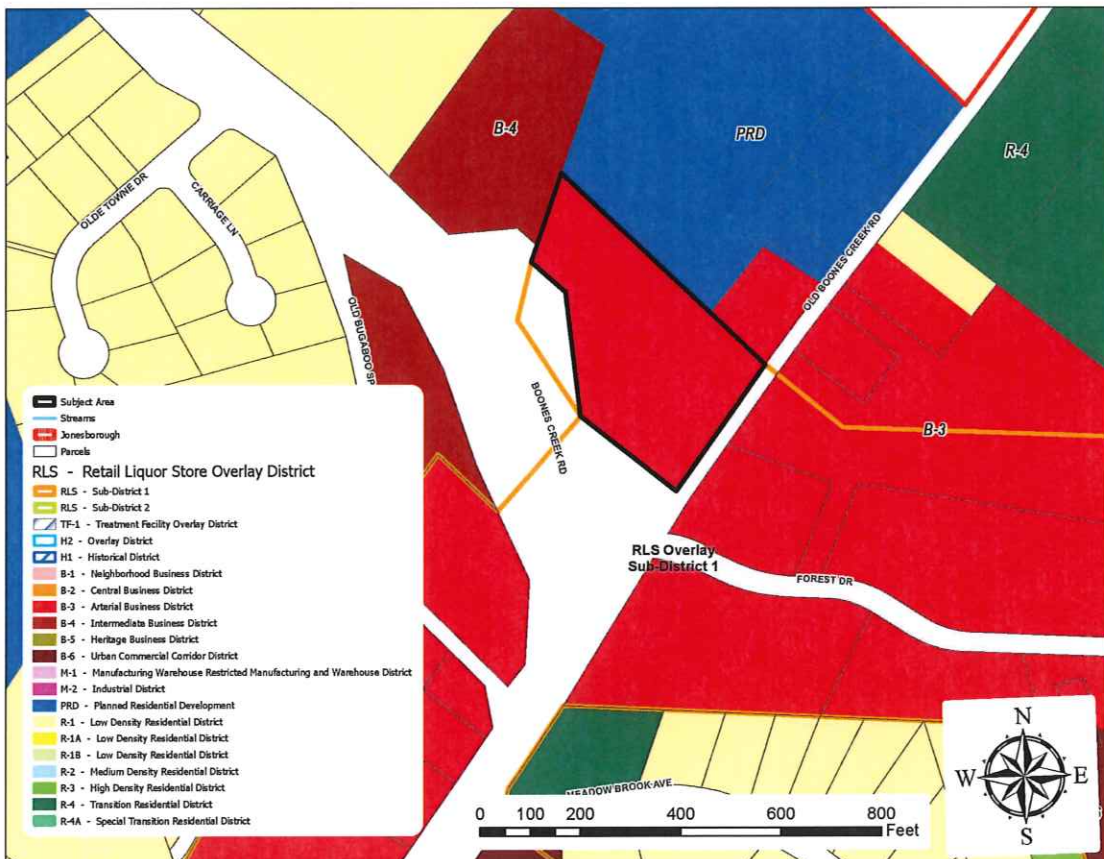
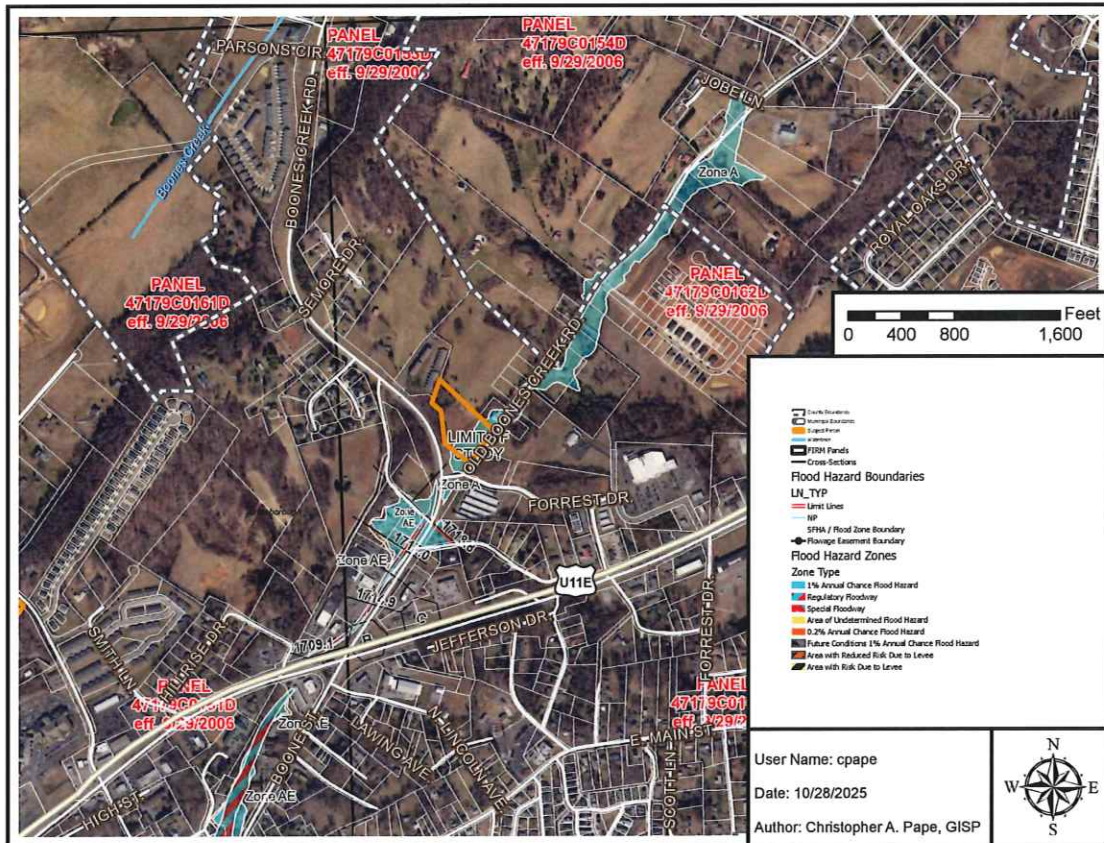
Total=\$7198

Please contact me if you have any questions or require additional information. Thank you.

Sincerely,

D. Todd Wood

D. Todd Wood, P.E.
President



JONESBOROUGH PLANNING COMMISSION

AGENDA PRESENTATION

DATE: November 18, 2025 **AGENDA ITEM #:** New Business 9

SUBJECT: Site Plan & Grading Permit Security – Wolfe Commercial

BACKGROUND:

The site plan accommodates a proposed commercial development on a 2.98-acre tract on Old Boones Creek Rd, zoned B-3 (Arterial Business). The plan shows the location of 2 new buildings, each being 4,800-sq.ft in size. The buildings are located within the setbacks (30-ft front, 10-ft side, 25-ft rear) for the zoning district. A grading permit security in the amount of \$38,560 is also associated with the development.

Along with the location of the buildings, the plan reflects a parking area. The code requires 48 spaces, and 49 are provided. Two of the spaces are handicap accessible. As the entrance is within a flood zone (Zone A) for Little Limestone Creek, a total of 9 culverts (36" diameter each) will be placed underneath to accommodate and allow for the continued flow of water without creating a more than 1-foot rise in elevation in the designated area. On behalf of the Town, a flood study has been reviewed by Pamela Gilmer, P.E., and no revisions to the design are necessary.

Due to the size of the development, stormwater controls and water quality devices are required. There is a stormwater pond to be located on the front of the property, between the parking lot and Old Boones Creek Rd. The construction plans have been reviewed by Pamela Gilmer, P.E., and are recommended for approval, meeting all requirements.

The development will have landscaping, with 6 new shade trees along Old Boones Creek Rd and 6 more on the side property line adjoining the Boones Creek Rd right-of-way. The parking lot will be landscaped with shade trees and shrubs, and a landscape buffer will be installed along the easterly side property line to lessen the impact on the neighboring PRD-zoned residential property. Existing trees located along the westerly side and rear property lines are to remain to provide additional mature vegetative screening for the development.

RECOMMENDATION:

1. Staff recommends approval of the Wolfe Commercial site plan as submitted, subject to approval from the Tree & Townscape Board.
2. Staff recommends approval of the associated grading permit security amount of \$38,560.



TOWN OF JONESBOROUGH

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

Grading Permit Security Calculation Form

Wolfe-Commercial Old Boones Creek Rd

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

Erosion and Sediment Control Devices

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

- | | |
|---|----------|
| 1. 1 construction exit @ \$500/EA | = \$500 |
| 2. 180 LF of wire backed silt fence @ \$5/ LF | = \$900 |
| 3. 260 LF of silt fence @ \$3/ LF | = \$780 |
| 4. 2 check dams @ \$200/EA | = \$400 |
| 5. 5 inlet protection @ \$200/EA | = \$1000 |
| 6. 200 cy rip rap @ 20/CY | = \$4000 |

Storm Drain System

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

Stormwater Management System

(only items, if any, associated with detention)

- | | |
|---|------------|
| 1. 1 pond grading @\$20,000 / EA | = \$20,000 |
| 2. 1 riser @\$1000 / EA | = \$1,000 |
| 3. 20 LF of 12" HDPE outlet pipe @ \$20/ LF | = \$400 |

Soil Stabilization

- | | |
|--|-----------|
| 1. 95,800 SF of disturbed area @ \$0.10 / SF | = \$9,580 |
|--|-----------|

TOTAL SECURITY REQUIRED = \$38,560

THE OLDEST TOWN IN TENNESSEE

