

## **JONESBOROUGH PLANNING COMMISSION**

### **MINUTES – July 18, 2023**

The Jonesborough Planning Commission met in a regular meeting on Tuesday, July 18, 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, Bill Graham, Richie Hayward, Jim Rhein

**Members Absent:** Terry Countermine, Hal Knight, Nick Vest

**Staff Present:** Jim Wheeler, Town Attorney, 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 - Meeting of June 20, 2023**

The minutes of the June 20, 2023 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 Richie Hayward and duly passed.

**3. Site Plan Approval for Trushine Car Wash VI, West Jackson Blvd**

**Presented By: William Robinson, Will Robinson & Associates**

**Developer: KBM Commercial Properties**

**Contractor: True Line Construction Co., LLC**

The request is for site plan approval of the Trushine Car Wash VII located on W. Jackson Boulevard. The subject property contains approximately 1.256 acres and is further described on Washington County Tax Map 59, Portion of Parcel 180.01. The following is Staff's review of the site plan:

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

Design Guidelines: The property is located within the town's design overlay district therefore the building design will need to be submitted to the Design Review Commission for approval. Staff provided the guidelines and discussed this phase with the developer's representative Chris Wright, and the Mr. Wright stated that submittal of the design would follow after the site plan is approved by Planning Commission.

Setbacks: Front 30', Side 10', Rear 25

Ingress/Egress: The site plan shows ingress and egress off W. Jackson Boulevard.

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

Hydrants: The site will meet the minimum fire protection requirements.

Stormwater: A Stormwater Management Plan is provided for both peak flow control and water quality and is designed for development of the property. An erosion control plan has also been provided and a permit from TDEC (State) is required before grading can begin.

Erosion: The erosion control plan is attached.

Lighting: A photometric plan has been submitted. Staff reviewed and provided minor comments back to the engineer.

Landscaping: Landscaping plans have been submitted as part of the Site Plan review and approval process. The Tree and Townscape Committee will approve the formal landscape plan, which will occur prior to the design of the building is presented to the Design Review Commission.

Bonding: The Grading Permit Security Calculation Form is complete and the amount recommended by Staff is \$95,307.00.

Dumpster: Dumpsters are to be located in the rear of the property and screened. The engineer has tried to locate the site's dumpster in the rear however there are challenges within this area. A major challenge is a 30' wide stream buffer as identified on the plans. In addition to locating the dumpster in the rear would create an issue for solid waste as there is not sufficient space for a garbage truck to turnaround but instead would have to back out onto Persimmon Ridge Road. Backing out onto Persimmon Ridge Road is a safety concern and not plausible. Staff will continue to work with the developer on a strategic solution for a more robust screening of the dumpster area if the location of the dumpster in the front is approved by the Board of Zoning Appeals (BZA). *(Note: Approved by the BZA – July 18, 2023)*

The developer is working with the adjoining property owner, Douglas Brothers GP, on a construction easement for their project. A signed easement agreement is required to be provided to staff prior to the issuance of a grading permit.

Chairman Foster said there were four staff recommendations which will be presented as separate items.

**Recommendation 1:** Approve the Site Development Plans, subject to addressing all applicable review comments from Staff.

Chairman Foster asked Commissioners if they had any questions on Recommendation 1, with there being none called for a motion.

**Motion:** Josh Conger made the motion to approve Recommendation 1 as presented, seconded by Frank Collins and duly passed.

**Recommendation 2:** Approve the Grading Permit Security in the amount of \$95,307.00.

Chairman Foster asked Commissioners if they had any questions on Recommendation 2, with there being none called for a motion.

**Motion:** Bill Graham made the motion to accept Recommendation 2 as presented, seconded by Josh Conger and duly passed.

Chairman Foster said that Recommendations 3 and 4 will be approved together

**Recommendation 3:** Grading would not be permitted to begin until the building elevation plans/design, upon requirements being met, are approved by the Design Review Commission.

**Recommendation 4:** Require a construction easement agreement between KBM Commercial Properties and Douglas Brothers GP, for the project prior to the issuance of a grading permit.

Chairman Foster asked Commissioners if they had any questions on Recommendation 3 and Recommendation 4. There being no comments, Chairman Foster called for a motion.

**Motion:** Bill Graham made the motion to approve Recommendation 3 and Recommendation 4 as presented, seconded by Josh Conger and duly passed.

**4. Approval of Signage for Saylor's Place, North Cherokee Street**  
**Presented by: Brandon Stamper, Landstar, 367 Hog Hollow Road,**  
**Johnson City, TN**

Saylor's Place is a residential development located off North Cherokee Street and is further described on Tax Map 52, Parcel 29.01. Monument signs are required to be approved by the Planning Commission. These type of residential development signs can be up to 32 square feet, and the sign proposed is estimated at 26.25 square feet. Chairman Foster read the staff recommendation to approve the overall design of the monument sign and sign area. Chairman Foster asked Commissioners if they had any questions or comments, with there being none called for a motion.

**Motion:** Jim Rhein made the motion to approve the overall design of the Saylor's Place monument sign and sign area , as presented. Frank Collins seconded the motion and it was duly passed.

**5. Replat of Hulse Property and Tract 2 of Violet Jackson Property, Vines Drive**  
**Presented by: Lewis Hulse, 211 Vines Drive, Jonesborough, TN**

The request is for final plat approval of the “Replat of the Hulse Property and Tract 2 of the Violet Jackson Property S/D” located on Vines Drive. The subject property contains 3 lots, approximately 2.44 acres, and is further described on Washington County Tax Map 60, Parcels 29.08 and 29.09, and 29.00. Lot 3 is not a stand-alone lot but is being added to the Griesmann property (Parcel 29.00) as noted on the plat. The surveyor is McCoy Land Surveying. The final plat meets the minimum requirements of the subdivision regulations, except that all certifications are required at the time of the Planning Commission meeting.

Chairman Foster read to the staff recommendation for the approval of the final plat for “Replat of the Hulse Property and Tract 2 of the Violet Jackson Property S/D” subject to all certifications being obtained at the time of the Planning Commission meeting, and prior to the Secretary of the Planning Commission signing the Certificate of Approval for Recording. Chairman asked Commissioners if they had any questions in regard to the replat request. There being no comments, Chairman Foster called for a motion.

**Motion:** Bill Graham made the motion to approve the final plat for the Replat of the Hulse property and Tract 2 of the Violet Jackson Property Subdivision, as presented and subject to the notation by Town staff that no sewer is available to this property. The motion was seconded by Josh Conger, and duly passed.

## **6. Release of Bonds and Irrevocable Letter of Credit**

- A. **Wash N Roll, 167 Headtown Road** - Performance Bond #2515392 issued in the amount of \$96,010.00. The site was inspected by JW Greene who found the site to be stabilized and pond installed per plans, and is requesting that the Performance Bond be released.

Chairman Foster read the staff recommendation to approve Bond #2515392 for the Wash N Roll, as presented.

- B. **Ashley Meadows Subdivision – Hwy 81 North** – A Cash Bond was issued in the amount of \$6,900.00 for the Ashley Meadows Subdivision located on Hwy 81 North. The site was inspected by JW Greene and he found the pond to be stabilized and operating as it should and is requesting that the Cash Bond be released.

Chairman Foster read the staff recommendation to approve the Cash Bond be released for the Ashley Meadows Subdivision pond, as presented.

- C. **Story Town Village, Boones Creek Road** – An Irrevocable Letter of Credit was issued in the amount of \$60,000.00 for Story Town Village located on Boones Creek Road. The site was inspected by J W Greene and he found the site to be

stabilized and landscaping installed. He is requesting that the Irrevocable Letter of Credit be released.

Chairman Foster read the staff recommendation to approve the Irrevocable Letter of Credit in the amount of \$60,000.00 be released for Story Town Village, as presented.

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

**Motion:** Jim Rhein made the motion to approve Item 6-A, 6-B, and 6-C as presented and recommended by staff, Josh Conger seconded the motion and it was duly passed.

Chairman Foster said there was a request for an addition to the agenda for signage from First Town Motor, 1601 East Jackson Blvd, to the Planning Commission agenda. The consensus of the Planning Commission members was to add the sign request to the agenda.

Chairman Tom Foster recused himself from acting as a Commissioner, and Vice-Chairman Jim Rhein presided

Tom Foster, Foster Signs, presented the building-mounted sign for First Town Motor, 1601 East Jackson Blvd, Jonesborough, TN. The sign is 7' X 10' (70 sq. feet), 5" thickness and non-illuminated. Vice-Chairman Rhein asked the Commissions if they had any questions or comments. With there being none, Josh Conger made the motion to approve the building-mounted sign for First Town Motor as presented, seconded by Bill Graham and duly passed.

With there being no further business for discussion, Vice-Chairman Jim Rhein called for a motion to adjourn. Frank Collins made the motion to adjourn the meeting, seconded by Josh Conger and duly passed.