

# MEETING NOTICES

The Jonesborough Planning Commission will meet in Regular Session at 6:00 p.m., Tuesday, June 18, 2024, in the Board Room at the Town Hall, 123 Boone Street, Jonesborough, TN.

## **PUBLIC COMMENTS REGARDING AGENDA ITEMS**

*Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423-753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 3:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the Town Recorder at meetings of the Board of Mayor and Aldermen, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.*

*Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the meeting's Agenda*

## **JONESBOROUGH PLANNING COMMISSION**

### ***Revised Agenda***

1. Call to Order
2. Opening Prayer
3. Pledge to the Flag
4. Public Comments
5. Approval of Minutes
6. Request for approval of a Zoning Text Amendment to the R-1 Zoning District
7. Request for approval of a Temporary Business Permit for Apple Creek Creamery
8. Request to rezone property along Miller Drive from R-1 & B-3 to PRD, Wolfe Development
9. Request for approval of a minor site plan revision to Braford Park Phase 3
10. Adjournment

# JONESBOROUGH PLANNING COMMISSION

## *AGENDA PRESENTATION*

DATE: June 18, 2024 AGENDA ITEM #: 5

SUBJECT: Approval of Minutes

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The minutes of the April 16<sup>th</sup> and May 21<sup>st</sup> Planning Commission meeting will be presented for approval at the next regular meeting.

# JONESBOROUGH PLANNING COMMISSION

## AGENDA PRESENTATION

DATE: June 18, 2024 AGENDA ITEM #: 6

SUBJECT: Zoning Text Amendment to the R-1 Zone

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### **BACKGROUND:**

The purpose of the proposed zoning text amendment is to further establish lower density land uses and the type of housing units in character with traditionally "low density" districts that predominantly allow for single-family residences, versus single family, two-family and multi-family residences. The town of Jonesborough has experienced historical growth in residential land uses and developments, and parts of the zoning code are decades old on permitted uses within residential zoning districts, and the code needs to redirect focus on neighborhood development compatibilities. Traditional R-1 zones within the region have been the zones whereby lot sizes are larger and typically permit only single family residential land uses to promote low density developments.

The current zoning code has many other zoning districts that permit more dense residential land uses that developers can develop within or go through the rezoning process and request higher density land uses within the corporate limits. Moving to a more traditional R-1 zone promoting single family residential uses is in the best interest of the town. For this reason, the recommendation is to amend the R-1 zoning district and eliminate the two-family residences and multi-family residences from said zone, as stated below.

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

- (1) Single-family residences, except mobile homes.
- (2) Two (2) family residences.
- (3) Multi-family residences; provided that a site plan is submitted to the building inspector for review and approval.

### **RECOMMENDATION:**

Recommend to the Board of Mayor and Aldermen approval of the zoning text amendment, as presented.

# JONESBOROUGH PLANNING COMMISSION

## *AGENDA PRESENTATION*

DATE: June 18, 2024 AGENDA ITEM #: 7

SUBJECT: Temporary Business Permit Apple Creek Creamery

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### **BACKGROUND:**

Chris Buckland, business owner of Apple Creek Creamery, is requesting approval of a temporary business permit for the purpose of serving ice cream located at 211 Forest Circle, Jonesborough, TN. Staff review of the application finds that the only item lacking is proof of a Jonesborough business license.

Town staff have been working with Mr. Buckland for several months to work through the requirements and standards stated in the municipal code for temporary businesses, including staff developing a bona fide application form to help guide applicants of temporary businesses through the process. As you can see by the application provided as part of the agenda packet, the application flows well to help applicants.

Staff recommends with the number of months in operation and the number of general public utilizing the facilities that the Planning Commission requiring a portable toilet/porta potty and wash station for sanitary purposes.

### **RECOMMENDATION:**

Approve the Temporary Business Permit for Apple Creek Creamery for a period of eight (8) contiguous months as per the current Jonesborough Municipal Code Title 5, Chapter 1, on condition of verifying proof of a Jonesborough Business License for said business within 48 hours of Planning Commission approval.



**Town of Jonesborough**  
**Temporary Business Permit Application**

**Instructions:** Each question must be completed for your application to be considered for approval - Please attach any additional page(s) and exhibit(s) with titles to clearly describe the purpose of your request.

Completed applications are to be returned to the Town Recorder. Final approval of a temporary business permit shall be made by the Jonesborough Planning Commission for approval. **Incomplete applications will be returned to the address you have provided without further consideration until a complete application, including exhibits, is filed.**

**Person(s) completing application:**

Date: May 23, 2024

Name(s): Chris Buckland

Address: 1203 Gray Station Sulphur Springs Rd. Jonesborough, TN 37659

Phone: 423-946-5993

Email: applecreekcreamery@yahoo.com

Name & title of current employer (if applicable): Apple Creek Creamery

Address: 1203 Gray Station Sulphur Springs Rd Jonesborough, TN 37659

Description of business or merchant activity including food, goods, or merchandise to be sold or promoted:

Ice Cream

Length of time the authorization to do business is desired (maximum 8 months under Temporary Business):

8 months

A schematic providing the information required in the Jonesborough Zoning Ordinance, Title 11, Chapter 5 [11-518(6) and 11-519(7)]: Schematic Attached with Application Yes ☐ No ☐

Address of any previous locations in which the business was in operation during the last three (3) years:

Mobile Unit, various locations

Certification of property owner that authorizes business on premises submitted (letter from property owner):

Certification Attached with Application Yes ☒ No ☐

Schematic of any signage to be used in association with temporary merchant activity: Schematic Attached with Application Yes ☐ No ☒

Verification that the proposed premises is properly zoned for the temporary merchant activity intended. What is the current zoning of the subject premises? Zoning District\*           

\*Temporary business permits are prohibited in the B-2 zone within the H-1 or H-2 historic zones

Verification of active Jonesborough business License: Yes ☒ No ☐

Verification of current sales tax number from Tennessee Department of Revenue: Yes ☒ No ☐

Verification of the acquisition of any permit(s) that may be required from the Washington County Health Department or other regulatory, if applicable: Attached with Application Yes ☒ No ☐  
Verification from the building inspector and fire marshal that the temporary business activity creates no apparent safety or code issues: Attached with Application Yes ☒ No ☐

Justification that the structure(s) associated with the temporary business does not need to be moved each night: Attached with Application Yes ☒ No ☐

Proof of liability insurance coverage of one million dollars (\$1,000,000.00) or such figure satisfactory to the planning commission: Attached with Application Yes ☒ No ☐

### **Temporary Permit Requirements**

1. Temporary permits issued will be good for eight (8) contiguous months and may not be renewed for at least sixteen (16) months. Permit holders may choose to deactivate the business activity for some period of time during the permit period, however if the temporary business activity is re-activated the operation and set-up must meet all the criteria and conditions established and approved by the planning commission initially when the permit was issued. While the eight (8) month limitation with a temporary business permit issued is intended to govern the business use and not the location of the temporary business, the planning commission reserves the right to also consider the business owner and location when receiving a permit application that could be considered a request for a temporary business permit renewal.
2. There is a limit of five (5) temporary business permits that can be issued at the same time, within the town limits.
3. There is a limit of one temporary business permit per property or parcel, and temporary business permit locations must be at least five hundred feet (500') apart.
4. At the end of the permit period, all non-permanent site improvements must be removed within five (5) days from the final day of the permit period.
5. Temporary business permits must be displayed or exhibited in a prominent location on the temporary premises at all times business activity is open or available to the general public.

### **Municipal Code (Temporary Business Section)**

Title 5, Businesses, Professions, and Occupations

Chapter 1, Miscellaneous

Section

5-101. "Going out of business" sales.

5-102. Business license required.

5-101. "Going out of business" sales. It shall be unlawful for any person falsely to represent a sale as being a "going out of business" sale. A "going out of business" sale, for the purposes of this section, shall be a "fire sale," "bankrupt sale," "loss of lease sale," or any other sale made in anticipation of the termination of a business at its present location. When any person after advertising a "going out of business" sale adds to his stock or fails to go out of business within ninety (90) days, he shall prima facie be deemed to have violated this section. [Code of 1982]

5-102. Business license required. (1) Any vocation, occupation, business or business activity engaging in sales as enumerated, described or referred to in 67-4-708(1)-(3) of the Tennessee Code Annotated is hereby subject to a privilege tax not to exceed the rates fixed and provided for in said code.

(2) All requirements for payment documentation, collecting, etc. in the ordinance are intended to coincide with provisions established in the Business Tax Act as currently adopted and as may be further amended by the state legislature from time to time.

(3) The business license, except as exempted with transient business and other temporary businesses, shall be renewable on an annual basis.



(4) Those businesses or occupations designated in Tennessee Code Annotated, § 67-4-712 are hereby exempted from the payment of the business privilege tax including but not limited to:

(a) Persons selling livestock, horses, poultry, nursery stock or farm products provided said sales are made directly by the producer, breeder or trainer of said products.

(b) Businesses having a total volume of sales of less than \$3,000.

(c) Any institution operated for religious or charitable purposes with respect to any profits which are earned from the sale of items contributed to the institution or articles produced by the institution from each contributed item.

(d) "Business" includes any activity engaged in by any person, or caused to be engaged in by the person, with the object of gain, benefit, or advantage, either direct or indirect. "Business" does not include occasional and isolated sales or transactions by a person not routinely engaged in business.

(5) In the case of antique malls, flea markets, craft shows, antique shows, gun shows and auto shows, as described in Tennessee Code Annotated, § 67-4-709, the owner, manager, operation or promoter of the facility shall be required to obtain a business license and shall collect and submit to the town recorder one dollar (\$1.00) fee per day per booth from each exhibitor at the promotion location. In the case of a flea market, exhibitors shall have the option of remitting the business tax in accordance with Tennessee Code Annotated provisions or may remit a one dollar (\$1.00) fee per booth per day to the flea market operators. Those obtaining an annual license shall provide evidence of such license to the operator before conducting business.

(6) Transient vendors shall pay a tax of fifty dollars (\$50.00) for each fourteen-day period in which said vendor sells or offers to sell merchandise or for which they are issued a business license in Jonesborough. Such tax shall be paid prior to the first day of engaging in business.

(a) "Transient vendor" is defined as any person who brings into temporary premises and exhibits stocks of merchandise to the public for the purpose of selling or offering to sell the merchandise to the public. "Transient vendor" does not include any person selling goods by sample, brochure or sales catalog for future delivery, or to sales resulting from the prior invitation to the seller by the owner or occupant of a residence. For the purpose of this definition, "merchandise" means any consumer item that is or is represented to be new or not previously owned by a consumer, and "temporary premises" means any public or quasi-public place, including a hotel, rooming house, storeroom, building or part of a building, tent, vacant lot, railroad car or motor vehicle which is temporarily occupied for the purpose of exhibiting stocks of merchandise to the public. Premises are not temporary if the same person has conducted business at those premises for more than six (6) consecutive months or has occupied the premises as the person's permanent residence for more than six (6) consecutive months.

(b) Although there are no other guidelines other than those adopted in the Business Tax Act governing the acquisition of a transient business license, the following conditions must be met before a transient vendor or operator begins conducting business:

(i) Must have been issued a transient business by the town recorder.

(ii) The vendor must fill out an application for a transient business permit with the application listing the person(s) operating the business, nature of business, specific location, contact numbers, and set-up details.

(iii) The temporary premises must be properly zoned for the business and not be located on public right-of-way.

(iv) The building inspector must review the intended temporary business operation for any code requirements, including but not limited to stormwater/sedimentation concerns, lighting glare and trespass, structural issues, and shall reserve the right to require said transient vendor to provide proof that the operation meets health department standards or is not required to meet any such standard.

(v) The public safety director must review the intended temporary business operation to determine if any public safety hazards may exist due to traffic or pedestrian ingress and egress.

(vi) The building inspector must issue a transient business permit in lieu of a certificate of occupancy to the applicant for only one approved location listed on the application form. The transient vendor must display the permit on the business premises in a location easily seen by the public.

(c) Temporary businesses exempted from the transient vendor permit criteria established in 5-102(6)(b) include:

(i) Vendors allowed to set up in the boundaries established for a special event and approved by the board of mayor and aldermen through the special event permit process.

(ii) Garage sales provided said sales meet any requirements for garage sales established by the town.

(iii) Sales of one motor vehicle by the owner(s).

(iv) Bake sales, car washes, and other non-profit organizations (optional) except that no such fund raising activities shall be allowed within a special event boundary approved by the board of mayor and aldermen without a vendor permit issued by the sponsor of the event unless the activity is being conducted by the owner of a business property within the boundary that is properly licensed and permitted to carry out such business.

(d) Temporary businesses located on business property that are not operated through the records of the existing properly licensed business must obtain a separate transient business permit before they conduct business.

(7) Temporary business permit required. It shall be unlawful for any temporary business to be engaged in their trade within the town corporate limits without first obtaining a permit in compliance with the provisions of this section.

(a) "Temporary business" shall be defined as any person who engages in the giving away, the selling or offering for sale food; of goods, wares or merchandise (defined as all variety of merchandise items, whether handmade or manufactured, but not necessarily limited to souvenirs, gifts, prizes, art, school supplies, cloth, clothing or wearing apparel, toys, balloons, novelties, small appliances, works of art or crafts, tools or mechanical, devices of any nature); or who solicits patronage for any person, business, or service by word of mouth, gesture, or by use of electrical, mechanical or sound-making devices, to entice or persuade anyone to buy, sell or accept goods, wares or merchandise within the corporate limits of Jonesborough, where the above mentioned activities are conducted from a temporary premises or location. A temporary business can also be defined as a business that is open to the public on the same parcel as a regular business but is not in a permanent structure, sells or promotes a substantially different product, and is owned or managed by someone different from the other regular business(es), or a temporary business that is in a multi-store complex and the temporary premises is not immediately adjacent to the business owner.

(b) "Temporary premises" shall mean any vacant lot, building or part of a building, tent, private parking area, or other such space not owned by the town or other governmental entity in which a merchant temporarily occupies for the purpose of exhibiting stocks of merchandise to the public for sale. No town right-of-way or open space shall be considered temporary premises to be used for temporary business merchant activity, except as may be authorized through special events permits or other chapters in the municipal code. A temporary premises does not include an outside sales or display area used on a regular or on-going basis that is under the general cover of the associated building, or a location approved for outside sales that is on an approved site plan.

(c) Application for permit: Applicants for a temporary business permit under this section must file with the town recorder an application containing the following for each itinerant merchant:

✓(i) Name of applicant - each party involved in the management of the merchant activity.

✓(ii) Address of applicant(s) and contact information including local contact number(s) if applicant is not local.

(iii) If employed, name of employer, title or position with employee, and address and contact information of employer.

✓(iv) Description of business or merchant activity including food, goods or merchandise to be sold or promoted.



- ✓ (v) Length of time the authorization to do business is desired.
- ✓ (vi) A schematic providing the information required in the Jonesborough Zoning Ordinance. Title 11, chapter 5, §§ 11-518(6) and 11-519(7):

**MOBILE** (vii) Address of any previous locations in which the business was in operation during the last three (3) years.

- ✓ (viii) Certification of property owner that authorizes business on premises submitted.
- ✓ (ix) Schematic of any signage to be used in association with temporary merchant activity.
- ✓ (x) **ONLY SIGNAGE IS FIXED ON UNIT**  
B6 Verification that the proposed premises is properly zoned for the temporary merchant activity intended.
- (xi) Verification of active Jonesborough business license.  
**IS THIS REQUIRED FOR A TEMPORARY PERMIT?**
- ✓ (xii) Verification of current sales tax number from Tennessee Department of Revenue.

**N/A**(xiii) A certificate of appropriateness from the historic zoning commission if the premises to carry out the merchant activity is within the historic district, and if a business with a temporary business permit is allowed.

- ✓ (xiv) Verification of the acquisition of any permit(s) that may be required from the Washington County Health Department or other regulatory agency, if applicable.
- ✓ (xv) Verification from the building inspector and fire marshal that the temporary business activity creates no apparent safety or code issues.  
**NO VISIBLE ISSUES OBSERVED VIA BUILDING INSPECTOR**
- ✓ (xvi) Justification that the structure(s) associated with the temporary business does not need to be moved each night.
- ✓ (xvii) Proof of liability insurance coverage of one million dollars (\$1,000,000.00) or such figure satisfactory to the planning commission.

(d) Exceptions: Except as may be required in some other section of this chapter, the terms of the section regarding permitting temporary merchants shall not be applicable to persons selling wholesale to dealers, to licensed merchants who deliver goods in the regular course of business, nor to newspaper sales, nor for garage or yard sales, nor to a person receiving authorization to engage their trade through a special event permit or outdoor use permit.

(e) Application approval: Applications shall be submitted to the town recorder who will undertake an initial review. Final approval of a temporary business permit shall be made by the Jonesborough Planning Commission after reviewing a complete application submittal.

(f) Temporary permits issued will be good for eight (8) contiguous months and may not be renewed for at least sixteen (16) months. Permit holders may choose to deactivate the business activity for some period of time during the permit period, however if the temporary business activity is re-activated the operation and set-up must meet all the criteria and conditions established and approved by the planning commission initially when the permit was issued. While the eight (8) month limitation with a temporary business permit issued is intended to govern the business use and not the location of the temporary business, the planning commission reserves the right to also consider the business owner and location when receiving a permit application that could be considered a request for a temporary business permit renewal.

(g) There is a limit of five (5) temporary business permits that can be issued at the same time, within the town limits.

(h) There is a limit of one temporary business permit per property or parcel, and temporary business permit locations must be at least five hundred feet (500') apart.

(i) At the end of the permit period, all non-permanent site improvements must be removed within five (5) days from the final day of the permit period.

(j) Temporary business permits must be displayed or exhibited in a prominent location on the temporary premises at all times business activity is open or available to the general public.

(8) Due dates for taxes shall be those established in § 67-4-714 and 67-4-715 of the Tennessee Code Annotated, except as otherwise provided for transient vendors, craft shows, etc. in Tennessee Code Annotated, § 67-4-709.

(9) Collection of delinquent taxes composed shall be as established in Tennessee Code Annotated, § 67-4-719, which states:

(a) That business tax due shall be delinquent and payable twenty (20) days after such opening or commencement of said business.

(b) March 1, for tax due previous December 31 (Classification 1)

June 1, for taxes due previous March 31 (Classification 2) September 1, for taxes due previous June 30 (Classification 3)

December 1, for taxes due previous September 30 (Classification 4)

March 1, for tax due previous December 31 (Classification 5)

(c) In addition to all other available methods of collection, the town recorder may retain, by written contract, an attorney or agent to collect or to institute proceedings to collect delinquent business taxes, interest and penalties, upon such terms as the recorder deems appropriate. The costs of collection, including, but not limited to, the court costs and the reasonable compensation for the attorney or agent, as approved by the court, are the responsibility of the delinquent tax payer. Upon receiving a business tax disbursement from the court, the recorder shall disburse such taxes according to the disbursement formula established by law.

(d) The recorder, in cases of taxes owed to the town under this part, shall notify the taxpayer by mail to the taxpayer's last known address fifteen (15) days prior to turning delinquent taxes over to an attorney or agent retained for collection or instituting proceedings to collect such taxes. The notice shall state that the tax is delinquent and if not paid within ten (10) days will be subject to additional costs of collection including court costs. The notice shall also include the rate of penalty and interest.

(e) If the recorder retains an attorney or agent to assist in the collection of taxes imposed by this part, the attorney or agent is deemed to be a tax collector for the purpose of having access to all statements, reports or returns of a taxpayer and is subject to Tennessee Code Annotated, § 67-4-722 which governs access to taxpayers' records. (Ord. #92-13, Sept. 1992, as replaced by Ord. #2004-04, Dec. 2004, and amended by Ord. #2012-04, April 2012)

Below, please find a list of the reasons why the trailer for Apple Creek Creamery must stay parked during the season in which it is open.

- Our hours of operation keep us open past sunset. This trailer is not equipped with running lights, creating a hazard when pulling on the roads at night.
- Our main product of ice cream must remain frozen at night when we are closed. If we pull the trailer out of it's location it will require generators to keep power. Generators cannot supply enough power to run the necessary freezers in the summer heat even at night.
- If there is inclement weather, this can cause the trailer to not be able to be pulled out of the location due to mud, etc.
- Front deck where customers stand would require alterations in order to make it removable. This would create a gap in between the deck and ordering window which would be a hazard for customers.



**LEASE AGREEMENT**  
**211 Forest Circle, Jonesborough, TN 37659**

This agreement is between Sarah Shelton Johnson and R. David Mauk (landowners) and Chris Buckland, Tradewinds Inc./DBA Apple Creek Creamery (tenant) for the lease of land located at 211 Forest Circle, Jonesborough, TN 37659.

The lessee must provide certificate of liability insurance and owners must be named as additional insured.

The term of this lease will be August 1, 2023-August 1, 2024, with the option to renew yearly.

The tenant agrees to pay a lease fee of \$500 per month to the landowners.

The tenant is permitted all normal activities associated with the use of the land and agrees to employ standard management practices.

The landowners agree to pay taxes on the property.

Either party may terminate this lease at any time with a 90 day notice to the other party.

The terms of this lease may be amended by mutual consent.

The landowners and their families/heirs retain the right to access the property as needed and necessary.

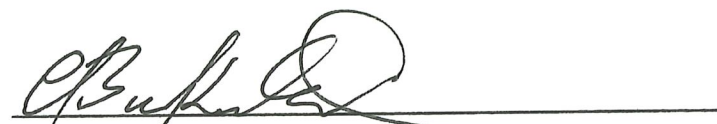
Signed:

  
Sarah Shelton Johnson, landowner

7/31/23  
date

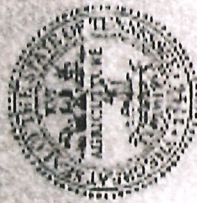
\_\_\_\_\_  
R. David Mauk, landowner

\_\_\_\_\_  
date

  
Chris Buckland, tenant

7-31-2023  
date





# HEALTH PERMIT

STATE OF TENNESSEE

DEPARTMENT OF HEALTH

ANDREW JOHNSON TOWER - 4TH FLOOR

710 JAMES ROBERTSON PARKWAY

NASHVILLE TENNESSEE 37243

Food Service Establishment

HE 605307752

ATTN: Apple Creek Sweets MV # 2

Apple Creek Sweets MV# 2

1203 Gray Station/Sulphur Springs Road

Jonesborough TN 37659

CAPACITY: 0

COUNTY: Washington

This Permit Expires  
on 06/30/2024

13500898

*I do hereby certify that above operator has made application and paid the sum prescribed by law, and is hereby authorized to conduct said business.*

*In Witness Whereof I have affixed my Hand at Nashville, Tennessee*

Ralph Alvarado, MD, FACP  
Commissioner

Lori LeMaster



STATE OF TENNESSEE  
DEPARTMENT OF REVENUE

**Business Tax Filing Status Certificate**

April 14, 2024



TRADEWINDS INC DBA APPLE CREEK SWEETS  
PO BOX 4402  
JOHNSON CITY TN 37602-4402

Letter ID: L0824939840  
Account ID: 1000622132-BUS  
Account Type: Business Tax

Dear TRADEWINDS INC:

This certificate confirms the business tax filing status of Retailer for the above-named taxpayer. The certificate is valid beginning April 15, 2024 and expiring on April 15, 2025 for the following location:

Location ID: 1000426741  
Location Address: CHRIS OR LINDA BUCKLAND  
TRADEWINDS INC DBA APPLE CREEK SWEETS  
211 N ROAN ST  
JOHNSON CITY TN 37601-4734

**According to Tenn. Code Ann. § 67-4-720, a vendor that receives a certificate from a customer shall not owe additional tax, nor be refunded tax, based on a retroactive change in the customer's filing status as a wholesaler or retailer during the certificate's effective period.**

The taxpayer may furnish its supplier(s) with a **COPY** of the enclosed certificate upon vendor(s) request. Vendors may rely on the certificate for transactions occurring during the certificate's effective period for the purpose of determining their business liability. The original certificate should be retained **for the taxpayer's records**. The vendor must maintain a file copy as evidence of their business tax filings.

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Tennessee Department of Revenue

**Business Tax Filing Status Certificate**

Location Address:  
CHRIS OR LINDA BUCKLAND  
TRADEWINDS INC DBA APPLE CREEK SWEETS  
211 N ROAN ST  
JOHNSON CITY TN 37601-4734

Effective Period Begin: April 15, 2024  
Effective Period End: April 15, 2025  
Filing Status: Retailer  
Location ID: 1000426741





**Washington County  
Business Tax Standard License**

April 25, 2024

TRADEWINDS INC DBA APPLE CREEK SWEETS  
PO BOX 4402  
JOHNSON CITY TN 37602-4402

Letter ID: L0309501248  
Expiration Date: 15-May-2025  
Return Due By: 15-Apr-2025

The business tax license printed below certifies the receipt and approval of your business tax license application or the renewal of a license for your existing business. The license is valid until the expiration date noted above. Your license number is 1000426741 and your classification is 3. The certificate must be displayed publicly at the location for which it is issued.

All business tax returns are required to be filed and the payment remitted electronically. Your return is due on April 15, 2025. Please visit [www.tn.gov/revenue](http://www.tn.gov/revenue) for additional information.

**Note: This license does not permit operation unless properly zoned and/or in compliance with all other applicable state, county, or city laws, rules and regulations. Also, as required by Tenn. Code Ann. § 39-17-1801 et seq., businesses must comply with all provisions of the Tennessee Non-Smoker Protection Act.**

**DETACH LICENSE BELOW AND DISPLAY IN PUBLIC AREA**

✂ .....

**Washington County  
Business Tax Standard License**

**This certificate must be publicly displayed.**

TRADEWINDS INC DBA APPLE CREEK SWEETS  
211 N ROAN ST  
JOHNSON CITY TN 37601-4734



Date Issued: 25-Apr-2024  
Classification: 3  
Letter ID: L0309501248  
License Number: 1000426741  
Expiration Date: 15-May-2025

5/28/2024 1:23:55 PM



# CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)  
**05/28/2024**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION is WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	KEVIN TAYLOR	CONTACT NAME:	
	1103 BOONES CREEK RD	PHONE (A/C, No, Ext):	FAX (A/C, No):
	JONESBOROUGH, TN 37659	E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Tennessee Farmers Mutual Ins Co	15245
INSURED	CHRISTOPHER J BUCKLAND	INSURER B:	
	LINDA D BUCKLAND	INSURER C:	
	PO BOX 4402	INSURER D:	
	JOHNSON CITY, TN 37602-4402	INSURER E:	
		INSURER F:	

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY		3144870	04/05/2024	04/05/2025	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					PERSONAL & ADV INJURY \$ 1,000,000
	OTHER:					GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO					BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED \$	RETENTION \$				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N				OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. EACH ACCIDENT \$
A	WATERCRAFT LIABILITY					E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$
						EACH OCCURRENCE \$
						MED EXP (Any one person) \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ICE CREAM MFG LRO

## CERTIFICATE HOLDER

## CANCELLATION

 TOWN OF JONESBOROUGH  
 117 BOONES STREET  
 JONESBOROUGH, TN 37659

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Trish Dotson, CSP*

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2020 SATELLITE VIEW  
PRE UNIT

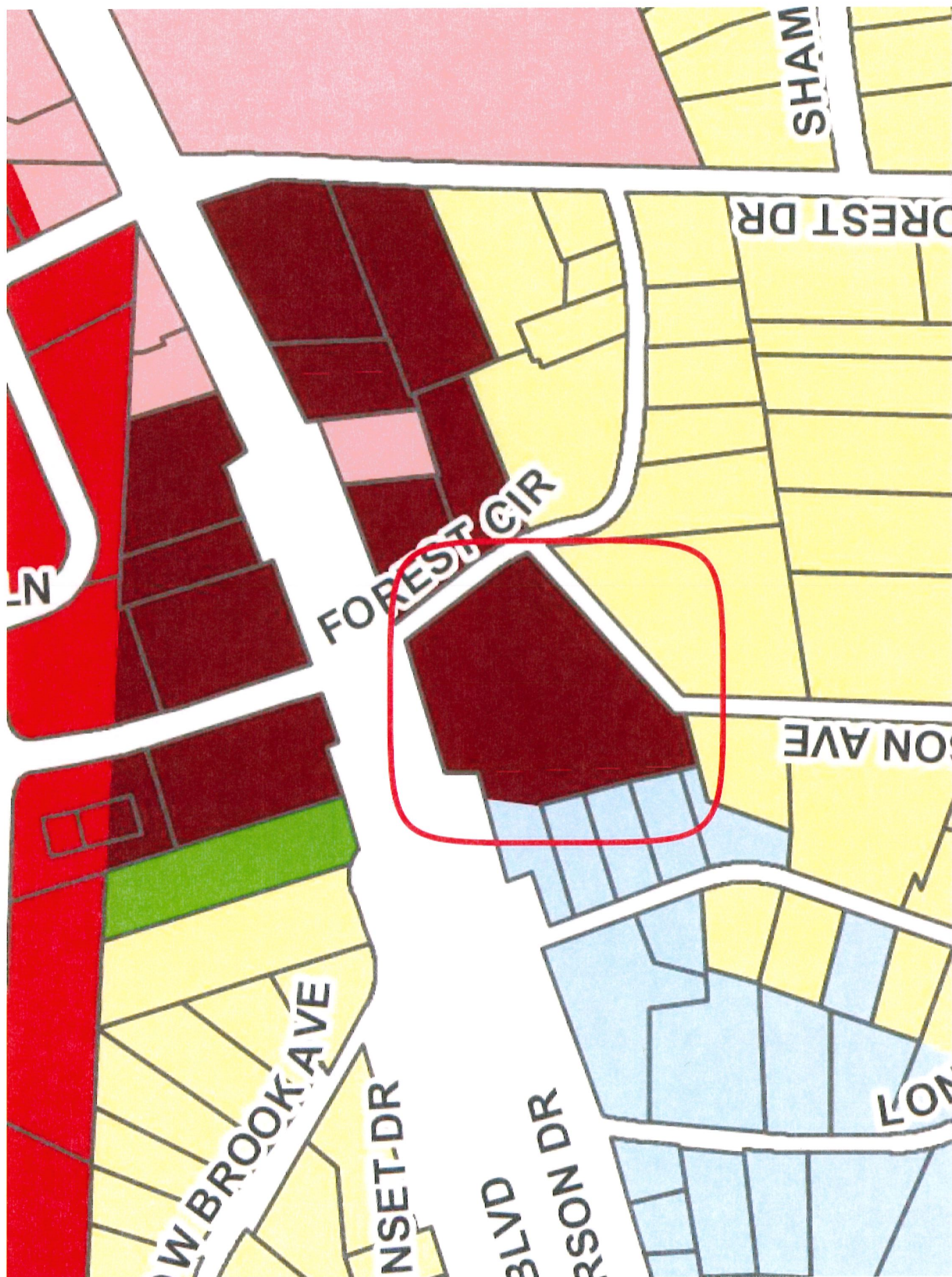
UNIT

Forrest Circle

E Jackson Blvd

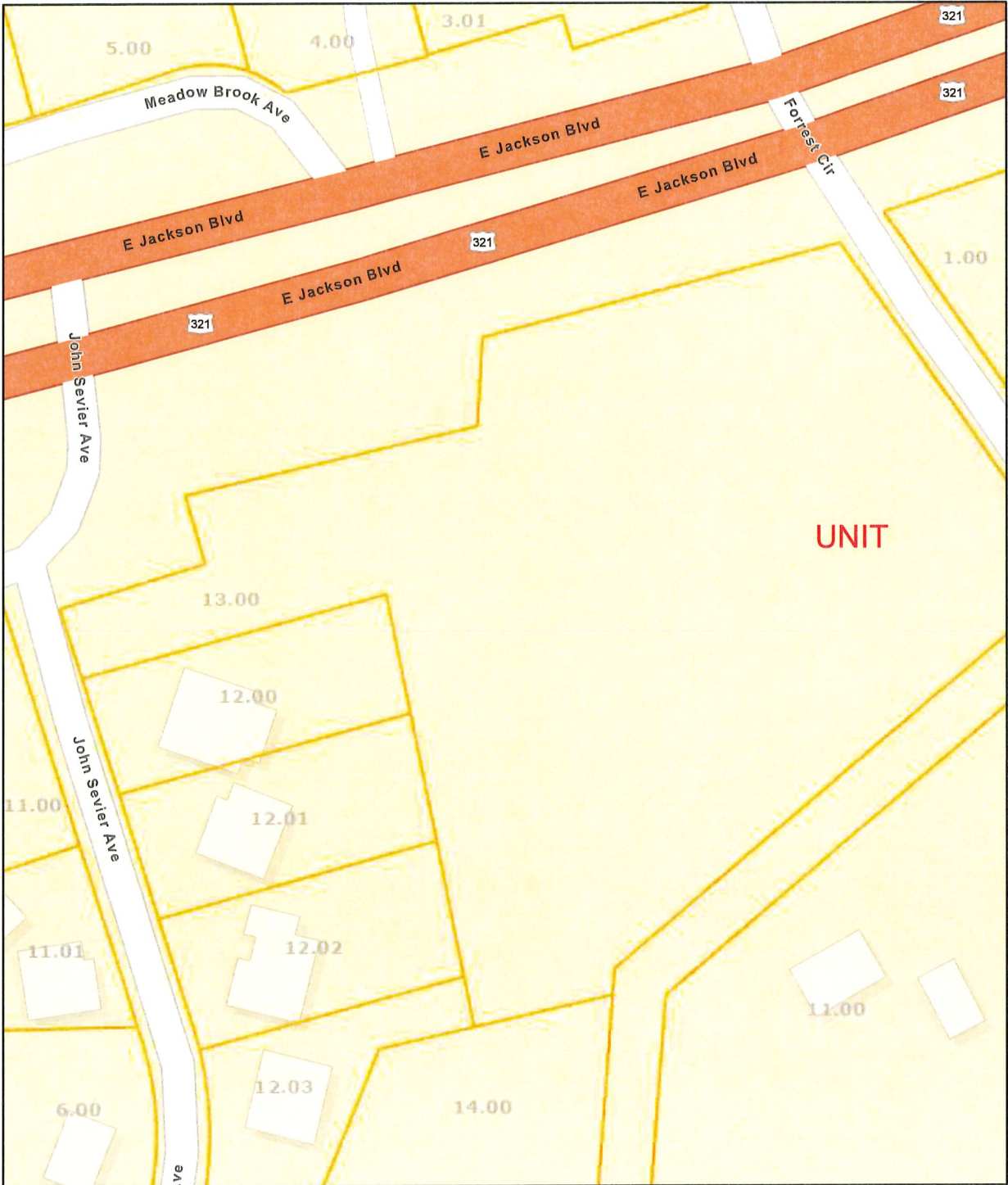






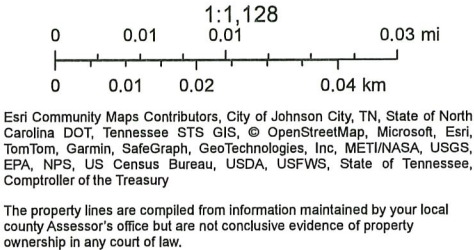


Washington County - Parcel: 060A E 024.00



Date: June 3, 2024

County: Washington  
Owner: 101 E. MAIN ST. LLC  
Address: MAIN ST E 101  
Parcel Number: 060A E 024.00  
Deeded Acreage: 0  
Calculated Acreage: 0  
Date of TDOT Imagery: 2023  
Date of Vexcel Imagery: 2023



# JONESBOROUGH PLANNING COMMISSION

## AGENDA PRESENTATION

DATE: June 18, 2024 AGENDA ITEM #: 8

SUBJECT: Rezoning of Property Along Miller Drive from R-1 & B-3 to PRD

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### BACKGROUND:

A rezoning request has been received from Wolfe Development to rezone 3 tracts of land from R-1 to PRD (Parcels 3.04 and 3.03), and B-3 to PRD (Parcel 1.01) off Miller Drive and West Jackson Boulevard. The PRD is a Planned Residential Development District. A conceptual plan has been submitted to show a proposed single-family residential development with 20 home sites. The concept plan is not for consideration at this time. The subject properties are identified on Washington County Tax Map 59-D, Group A, Parcels 3.04, 3.03, and 1.01, totaling approximately 7.15 acres. Single-family residences are consistent with the immediate residential areas. If the rezoning were to go through the Planning Commission and Board of Mayor and Aldermen, then the development plan/site plan is required to go through the Planning Commission for final approval prior to grading and construction activities. The 20 lots shown on the concept plan is less density if you examine the split zones among the 3 properties, and in particular the B-3 zone permits for High density residential land uses (uses the R-3 zoning density); therefore, the proposed rezoning is reasonable for the combination of lots and density.

The PRD zone was established to encourage a residential design that is not based on a minimum lot size, but on a plan that takes into account the terrain, the drainage ways, and the design varies to meet the existing environmental factors. You grade streets and actual house locations, but grading is kept at a minimum. House sizes vary to fit the existing terrain, and there is no required 30-foot front setback that requires so much more grading. The Planning Commission receives a detailed plan of at least five (5) acres that proposes density, lot size, setbacks, street layout, etc. Houses can be clustered and in trade off, there is a requirement for common space. Owners may have less yard, but there are open spaces built into the development. Sidewalks are required on both sides of the street, but a sidewalk only on one side can be allowed if the Planning Commission approves a pedestrian access plan in which a walking trail or other pedestrian way is used as a means to get pedestrians around the subdivision.



Again, the request for a rezoning to PRD is a reasonable request and the proposed 20 lots for single family development is in character with the immediate area.

**RECOMMENDATION:**

Recommend to the Board of Mayor and Aldermen the rezoning of Wolfe Development's 3 tracts of land from R-1 to PRD (Parcels 3.04 and 3.03), and B-3 to PRD (Parcel 1.01) identified on Washington County Tax Map 59-D, Group A, as presented.





# TOWN OF JONESBOROUGH

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

Jonesborough:

Planning Commission; Board of Zoning Appeals;  
Design Review Commission; Board of Mayor & Alderman

Owner/Applicant: Kelly Wolfe Phone Number: 423-791-1349  
Representative  
Attending Meeting: Todd Wood (engineer/agent) Phone Number: 423-791-4730  
Site Location/Area: 909 Miller Dr. (parcel 3.04) plus parcels  
3.03 and 4.01

## Describe reason for Request Review:

☐ Major Subdivision Plat ☐ Site Plan ☐ Design Review ☒ Rezone ☐ Annexation ☐ Variance ☐ Other

rezone from R1/B3 to PRD for single family houses  
(between 5 and 20 acres)

## Submittals Included:

Concept Plan

## FOR STAFF USE ONLY:

Zoning District: R-1 TO B-3 Development Type: ☒ Single Family ☐ Multifamily ☐ PUD 3.04 ☐ Commercial 3.03

Setbacks: Front 20' Side 7.5' Rear 25' Tax Map: 059D Group: A Parcel ID: 1.01

☒ Planning Commission ☐ Board of Zoning Appeals ☐ Design Review Commission ☐ BMA

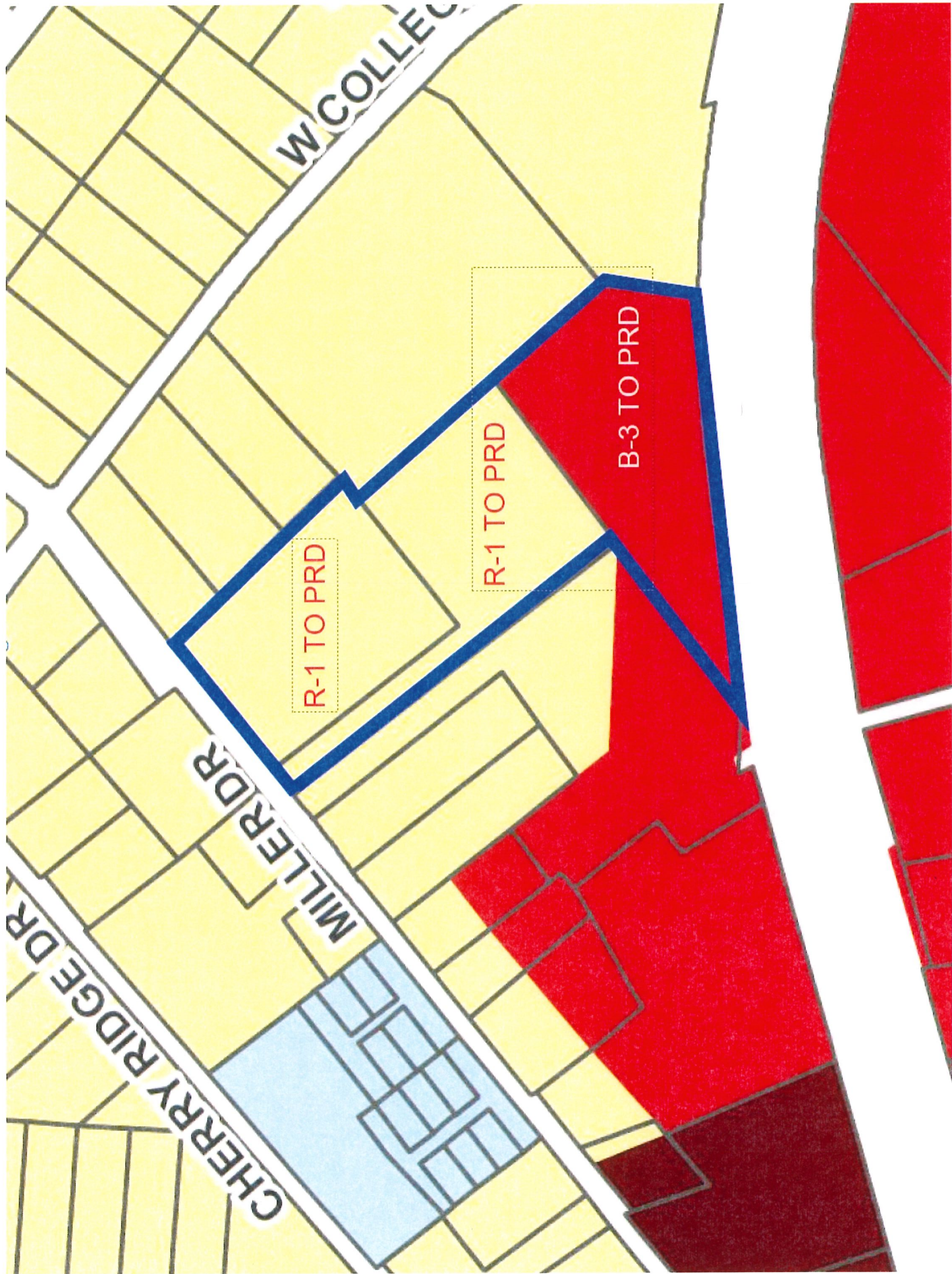
Next Meeting Date & Time: JUNE 18, 2024 Application Due Date: 6/1/2024

Owner/Applicant declares that by signing below that the information given on this application is accurate and that they are affirming that the owner/ applicant/ representative will be present at the meeting on the above date.

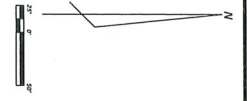
Fee (see fee schedule): \$ 400 Date of Payment: \_\_\_\_\_

Owner Signature/Applicant: [Signature] for Kelly Wolfe Date: 6/5/24









**SITE NOTES**

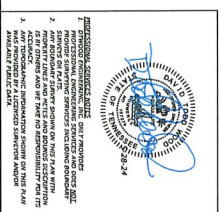
**CURRENT ZONE:**

- \* R1 MINIMUM LOT SIZE: 15,000 SF
- \*\* MINIMUM LOT WIDTH=60'
- \*\*\* SETBACKS
- \*\*\* FRONT=30'
- \*\*\* SIDE=15'
- \*\*\* REAR=25'

- \* B3 (HIGHWAY FRONTAGE, USE R3 FOR RESIDENTIAL)
- \*\* MINIMUM LOT SIZE: 6,000 SF
- \*\*\* MINIMUM LOT WIDTH=50'
- \*\*\* SETBACKS
- \*\*\* FRONT=30'
- \*\*\* SIDE=10'
- \*\*\* REAR=25'

**PROPOSED ZONE:**

- \* PRD
- \*\* MINIMUM LOT SIZE: NONE
- \*\*\* MINIMUM LOT WIDTH=NONE
- \*\*\* SETBACKS
- \*\*\* FRONT=20' TO FRONT FACING GARAGE, 7.5' TO NON-FRONT LOADED GARAGE HOUSES
- \*\*\* SIDE=7.5'
- \*\*\* REAR=25'



**SITE CONCEPT PLAN-PRD ZONING**  
**WOLFE-MILLER DRIVE**  
MILLER DRIVE  
JONESBOROUGH, TENNESSEE

DATE: 5-28-24  
C1

NO.	REVISIONS	BY	DATE



**DTWood Engineering, Inc.**  
Land Development Design & Consulting  
PO Box 4373, Johnson City, Tennessee 37602-4373  
423-791-4790    [info@dtwoodengineering.com](mailto:info@dtwoodengineering.com)



# REZONING NOTICE

From RI&B3 to PRD

*Will Be Considered By The  
Jonesborough Regional  
Planning Commission*

At Town Hall, 123 Boone St.

JUNE 18

6PM

For Information Call  
423-753-1030



**Jonesborough Regional Planning Commission Meeting  
Revised Agenda – Adding Bradford Park PUD Phase 3  
June 18, 2024 at 6:00 PM  
Jonesborough Town Hall**

**Agenda Item Number 9**

**BACKGROUND:**

Bradford Park PUD Phase 3 is a total of one lot with 3 units therefore the plat approval process is internal to Administrative Plat Approval with J.W. Greene signing the Certification of Approval for Recording. Since the developer Jeff Jones is requesting a minor revision to the original site plan by adding one additional unit, the Planning Commission needs to approve the revision. The topcoat and sidewalks for Bittersweet Lane are already bonded through the approval of Phase 2 last month. The additional unit meets the density requirements and meets the internal setbacks as well; therefore staff recommends approval of the minor revision to the site plan.

**RECOMMENDATION:**

Approve the minor revision to the site plan adding one unit which meets the density requirements and setbacks for the overall development.

[illegible]