TOWN OF JONESBOROUGH Town Hall Board Room 123 Boone Street Jonesborough, TN 37659

MEETING NOTICES

Monday, September 23, 2024, 11:00 a.m.

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 Town Recorder at meetings of the Tree and Townscape Board, 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.

The Jonesborough Tree and Townscape Board will meet at 11 a.m., Monday, September 23, 2024, in the Board Room at Town Hall, 123 Boone Street, Jonesborough, TN, to consider the following agenda:

AGENDA:

- 1. Call to order
- 2. Public Comments
- 3. Approval of Minutes
- 4. Introduction of Lauren Little Open Spaces Coordinator and Urban Forester
- 5. Dairy Queen Landscape Plan
- 6. Persimmon Ridge Townhomes Landscape Plan
- 7. Starbucks Landscape Plan
- 8. Wendy's Landscape Plan
- 9. Zaxby's Landscape Plan



DATE: SEPTEMBER 23, 2024 AGENDA ITEM #: 4

SUBJECT: PERSONAL INTRODUCTION & PARKS UPDATES

Introduction:

Good morning, I am Lauren Little the Open Spaces Coordinator and Urban Forester for the Town of Jonesborough. I graduated from the University of Tennessee in May of this year with a degree in Horticulture Science and Production and a minor in Wildlife and Fisheries.

I am glad to be with you all today to discuss a large part of what makes Jonesborough such a wonderful place to live and recreate. The landscape of this town is important to me as I know it is to you. I hope to bring the knowledge and experience I have gained from my degree to the decisions made on this board and the projects it will inspire. I look forward to collaborating with you all.

Parks and Recreation Update:

I began work for the town in May of this year. Since my time began, I have been involved with the start of many projects. Some of which have already reached completion. The new Jonesborough Elementary School had a setback as some plants in the small courtyard area next to the athletic fields did not establish as planned. We worked with Gardeners and Co., our landscape crew for the town, to re-order and replant what was necessary. So far through thorough and consistent watering, weeding, and trimming, the plants are doing well.

Continuing with the topic of the school, a landscape island on Tiger Way has been revamped to aesthetically match the landscaping at the new school. The weeds are being proactively maintained.

I worked with Chris Kudera, Matt Townsend, and William Russel to repair the hiking trails within Persimmon Ridge Park. The crew cleared fallen trees and debris that were blocking the trails and raked the trails by hand to better define the trail edges. We have received many positive comments about this project.

The Parks and Recreation department has made extensive progress in the betterment of Stage Road Park. We coordinated with the Street Department to remove the debris pit in the center of the park. The excavation revealed 3 wet weather springs. High quality soil and topsoil has been brought in to create a walkable space and a slope down to the water for person and pet access. Seed and straw were laid by the Street Department and are being consistently watered to support grass growth in this area. The newly built area by the springs will be planted with eleven native trees to provide shade and aesthetic value for park attendees as they traverse the trail. Three beds around the playground/pavilion area are planted with native shrubs and perennials to support native wildlife and improve the natural aesthetic appeal of the park. River rock is being laid to border the newly planted beds to prevent mulch spread and grass infiltration.

The certified wetland area in Stage Road Park is currently being cleaned up to remove weeds and make room for the native wetland species being planted on the 25th of this month. By renewing this landscape, I hope to encourage community engagement and education in this special area. I am working on an educational sign to place at the wetland, providing information on what a wetland is and why they are crucial to a properly functioning ecosystem.

Seven river birch are to be planted at Chucky Depot Museum to replace those recently lost.

Gardeners & Co., the town's landscaper, has done an extensive clean-up of Barkley Creek Park, removing invasive species such as Privet, and trimming the banks of Barkley Branch to a minimum of 6 inches for erosion control and wildlife value. I have spoken with Mr. Parrish, the original owner of the land this park now occupies, and he is happy to hear that we are working to clean up the park.

Chris and I are in the beginning stages of creating a calendar for plant maintenance in the spring and fall months to keep plantings healthy and manageable.

Myself and our landscaping crew Gardeners and Co. have performed assessments on the necessary removal of and/or additional landscaping to be done in the spring in various areas of the town including our parks. Specific areas include the medians along E Jackson Blvd., Boone St., Lincoln Park, the Chuckey Depot Museum, and others.

The 2025 Landscape Bid has been reviewed for any updates and/or edits, and the bid will be advertised in the Fall of 2024.

Keep Jonesborough Beautiful:

I have recently joined the Keep Jonesborough Beautiful Council. We have an excellent team of individuals planning events and working to create more opportunities for community involvement and education for the town's beautification. I am also looking forward to involvement with Friends of the Parks, headed by Alderman Terry Countermine and his wife Sandy. Our parks are vital not only for the enjoyment of people but the proper functioning of our environment. By prioritizing native species and the wildlife they serve, we serve a purpose outside of ourselves, giving back to the world we live in.

Conclusion:

In conclusion, I would like to ask the board what you want to see in Jonesborough, what you want to be involved in. I want to provide opportunities for building knowledge and experience where your interests lie. This could include field work such as tagging invasive species in the parks for our crew to remove. Design work such as creating a plan for and implementing a rain garden in a park. Designing signs for the parks that present information on pollinators and wildlife native to Tennessee. These are just a few ideas I have for the committee, and I look forward to hearing your feedback.



DATE: SEPTEMBER 23, 2024

AGENDA ITEM #: 5

SUBJECT: DAIRY QUEEN

BACKGROUND:

The Dairy Queen restaurant will be located at the corner of East Jackson Boulevard and Baleigh Lyn Loop. It is further described on Washington County Tax Map 52-K, Group B, Parcel 3.00. The subject property is zoned B-3 Arterial Business. The Planning Commission approved the site plan on August 1, 2023. The DRC, Design Review Commission, approved the building design on August 7, 2023, subject to the variance of materials being approved by the Board of Mayor and Aldermen (BMA). The BMA granted the variance on materials at their August 7th meeting. The required 75% exterior wall standards were not met; in lieu of this, the sides and rear of the building will be buffered as a class 1 and therefore meet the minimum requirements of buffering from Bailey Lyn Loop.

Buffering:

Adjacent properties to the west are B-3 and to the east across Baliegh Lynn Loop is a R-1 Low Density Residential. A class 2 buffer is required on the northwest portion of the property. The plan has satisfied this requirement by placing a 6' fence with a double row of trees separated by the fence by a minimum of 8' separation and planted max 12' on center. All three sides of the property excluding the road front on E. Jackson Blvd., require a Class 1 buffer due to the use of stucco rather than adhering to the building design regulations for this zone. This trade off was called for by the Planning Commission. The class 2 buffer on the northwest side satisfies this requirement. The class 1 buffer on the southwest side of the property satisfies this requirement. The class 1 buffer on the property satisfies this requirement.

The Class 1 Buffer requirements are:

Option A1

One (1) row of evergreen trees spaced no greater than eight feet (8') on center. Species which may require different spacing standards may be approved; provided adequate documentation is submitted to justify a variation.

Option B1

One (1) row of evergreen trees with a minimum width spaced no greater than twelve feet (12') on center and a minimum of four (4) shrubs provided per tree.

Option C1

A solid barrier brick or masonry wall or wooden fence or equivalent at least six feet (6') in height. Where a landscaped berm is used and would be periodically mowed, for maintenance purposes, no slope shall exceed twenty-five percent (25%). Berms planted with ground cover and shrubs may be steeper; however, no slope shall exceed fifty percent (50%).

- <u>Impact classification</u>.
 - (N) No Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-1 or R-1A zoning district; (2.) Cemeteries; (3.) Golf Courses; (4.) Parks and similar uses.
 - (L) Low Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-2, R-3, R-4, B-1 zoning districts; (2.) Community and neighborhood recreational facilities and similar uses.
 - (M) Medium Impact: (1.) Any use, unless otherwise listed below, which is permitted in the B-3 and B-4 zoning districts; (2.) Gasoline service stations; (3.) Convenience stores; (4.) Parking garages; (5.) Auto repair garages and similar uses; and (6.) Mini-warehouses.
 - (H) High Impact: (1.) Any use only permitted in the M-1 or M-2 zoning districts; and (2.) Any proposed development which would create more than 500 parking spaces.

Proposed Use Classification

Adjoining Use Classification	No Impact (N)	Low Impact (L)	Medium Impact (M)	High Impact (H)
No Impact	None	1	2	3
Low Impact	None	None	1	2
Medium Impact	None	None	None	1
High Impact	None	None	None	None

Example: A new apartment complex (a low impact use) located in an R-3 zoning district will abut an existing single-family residential (a no impact use) area. The developers of the apartment complex (the high impact use) will be responsible for creating and arranging for the maintenance of a Class 1 buffer. However, if this apartment complex were to abut any equal or lower impact use, the developers of the complex would not be responsible for creating any new buffer area.

Parking lot trees:

31 parking spaces have been provided. 1 tree or 2 ornamental trees with at least 2 shrubs is required per every 10 parking spaces. 1 tree/10 spaces x 31 spaces = 3 trees and 6 shrubs.

Provided: Based on parking spaces 3 trees plus 6 shrubs are required and have been provided as stated on the landscape plan.

Road Frontage:

The only existing road frontage requirement is along East Jackson Blvd measuring 196' LF. The frontage requirements include 1 shade tree per 50' or two ornamental trees per 50' with shrubs in between. 1 tree/50' x 196 LF = 4 shade trees

Provided: 4 Autumn Blaze Maple and 26 shrubs. This landscaping satisfies and exceeds the road frontage landscape requirements.

Summary:

The landscape plan meets the minimum requirements of the Chapter 6 Landscape Requirements with a variance of materials approved by the Board of Mayor and Aldermen on August 7th, 2024. The variance permitted the use of a different building material than that required by the Design Review Commission if Dairy Queen placed 3 class 1 buffers on each side of the property facing a public road. The buffers shown on the landscape plan satisfy the variance of materials.

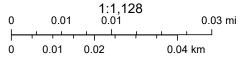
RECOMMENDATION:

Washington County - Parcel: 052K B 003.00



Date: August 21, 2024

County: Washington Owner: D7-5 LLC Address: JACKSON BLVD E Parcel Number: 052K B 003.00 Deeded Acreage: 0 Calculated Acreage: 1.11 Date of TDOT Imagery: 2023 Date of Vexcel Imagery: 2023



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DATE: SEPTEMBER 23, 2024

AGENDA ITEM #: 6

SUBJECT: PERSIMMON RIDGE TOWNHOMES

BACKGROUND:

Persimmon Ridge Townhomes will be located at West Jackson Blvd. and Persimmon Ridge Road. It is further described on the Washington County Tax Map 59 Parcel 180.00. The subject property is zoned B-3, Arterial Business District. The Planning Commission approved this site plan on 5/21/2024.

Buffer:

No buffer is required along any side of the property as all surrounding land use is commercial, as stated in section 11-611, Buffering, of the Landscaping Requirements.

- (4) <u>Impact classification</u>.
 - (N) No Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-1 or R-1A zoning district; (2.) Cemeteries; (3.) Golf Courses; (4.) Parks and similar uses.
 - (L) Low Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-2, R-3, R-4, B-1 zoning districts; (2.) Community and neighborhood recreational facilities and similar uses.
 - (M) Medium Impact: (1.) Any use, unless otherwise listed below, which is permitted in the B-3 and B-4 zoning districts; (2.) Gasoline service stations; (3.) Convenience stores; (4.) Parking garages; (5.) Auto repair garages and similar uses; and (6.) Mini-warehouses.
 - (H) High Impact: (1.) Any use only permitted in the M-1 or M-2 zoning districts; and (2.) Any proposed development which would create more than 500 parking spaces.

Proposed Use Classification

Adjoining Use Classification	No Impact (N)	Low Impact (L)	Medium Impact (M)	High Impact (H)
No Impact	None	1	2	3
Low Impact	None	None	1	2
Medium Impact	None	None	None	1
High Impact	None	None	None	None

Parking Lot Landscaping:

27 parking spaces have been provided. 1 tree or 2 ornamental trees with at least 2 shrubs per 10 parking spaces is required. 1 tree/10 spaces x 27 spaces = 2.7 or 3 trees and 6 shrubs

Provided: 6 trees and 13 shrubs which satisfies and exceeds the parking lot landscaping requirements.

Road Frontage:

West Jackson Blvd.

Road frontage LF: 425'

Required Trees: 1 per 50' or two ornamental trees per 50' with shrubs in between. 1 tree/50' x 425 LF = 9 shade trees

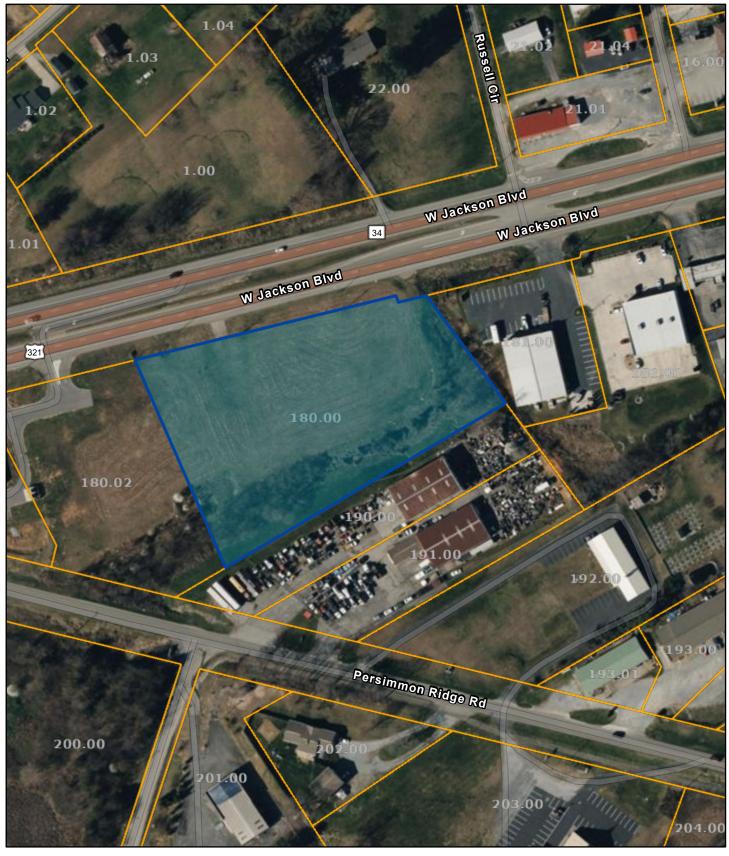
Provided: 9 shade trees including Autumn Blaze Red Maple and Willow Oak

Summary:

The landscape plan meets the minimum requirements as per the town's Landscape Requirements.

RECOMMENDATION:

Washington County - Parcel: 059 180.00



Date: September 18, 2024

County: Washington Owner: P E T W PARTNERSHIP Address: JACKSON BLVD W 1541 Parcel Number: 059 180.00 Deeded Acreage: 0 Calculated Acreage: 3 Date of TDOT Imagery: 2023 Date of Vexcel Imagery: 2023

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0	0.02	0.04	0.09 km

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DATE: SEPTEMBER 23, 2024

AGENDA ITEM #: 7

SUBJECT: STARBUCKS

BACKGROUND:

Starbucks will be located at the corner of East Jackson Blvd. and Head town Rd. It is further described on the Washington County Tax Map 52 parcel 225.03. The subject property is zoned B-3 Arterial Business. The Planning Commission approved the site plan on 9/17/2024. The Design Review Commission approved the building design on 9/17/2024.

Buffering:

Surrounding properties to the north, south and west are commercial land uses thus not requiring a buffer as stated in section 11-611, Buffering, of the Landscaping Requirements. The land use of the property to the east of the Starbucks location is R-1 Low Density Residential. A buffer is not required as the residential land use property is not directly connected to commercial use. However, a buffer has been provided by way of existing vegetation along the eastern property line (Headtown Road), exceeding the buffer requirement. This buffer was part of the overall development plan for the Lowe's

(4)	Impa	ict cl	assi	ficati	on.
			-		

- (N) No Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-1 or R-1A zoning district; (2.) Cemeteries; (3.) Golf Courses; (4.) Parks and similar uses.
- (L) Low Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-2, R-3, R-4, B-1 zoning districts; (2.) Community and neighborhood recreational facilities and similar uses.
- (M) Medium Impact: (1.) Any use, unless otherwise listed below, which is permitted in the B-3 and B-4 zoning districts; (2.) Gasoline service stations; (3.) Convenience stores; (4.) Parking garages; (5.) Auto repair garages and similar uses; and (6.) Mini-warehouses.
- (H) High Impact: (1.) Any use only permitted in the M-1 or M-2 zoning districts; and (2.) Any proposed development which would create more than 500 parking spaces.

Proposed Use Classification

Adjoining Use Classification	No Impact (N)	Low Impact (L)	Medium Impact (M)	High Impact (H)
No Impact	None	1	2	3
Low Impact	None	None	1	2
Medium Impact	None	None	None	1
High Impact	None	None	None	None

project.

Parking Lot Landscape:

38 parking spaces have been provided. 1 tree is required per every 10 parking spaces. 1 tree/ 10 parking spaces x 38 parking spaces = 3.8 or 4 shade trees and at least 8 shrubs.

Provided: The landscape plan states that 4 shade trees, 1 ornamental tree and 20 shrubs have been provided. This landscaping satisfies and exceeds the parking lot landscape requirements.

Frontage Landscape:

All frontage requirements along East Jackson Blvd. and Headtown Rd. have been satisfied by the existing vegetation. Starbucks has placed additional road frontage landscaping along the access road for both Lowe's and Starbucks. This landscaping includes 5 native oak trees and exceeds frontage landscape **requirements**.

Summary:

The landscape plan meets and exceeds the minimum standards as per the town's Landscape Requirements.

RECOMMENDATION:

Washington County - Parcel: 052 225.03



Date: September 18, 2024

County: Washington Owner: MCCOY JOE & ROBERT & Address: HWY 11E Parcel Number: 052 225.03 Deeded Acreage: 4.78 Calculated Acreage: 0 Date of TDOT Imagery: 2023 Date of Vexcel Imagery: 2023

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0	0.02	0.04	0.09 km	

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DATE: SEPTEMBER 23, 2024

AGENDA ITEM #: 8

SUBJECT: WENDY'S

BACKGROUND:

The Wendy's restaurant will be located at 376 East Jackson Blvd. It is further described on Washington County Tax Map 60, Parcel 006.02. The subject property is zoned B-3, Arterial Business District. The Planning Commission approved the site plan on 5/21/2024. The Design Review Commission approved the design on 6/24/2024.

Buffering:

The east, south, and west sides of the property are commercial land uses, thus they do not require a buffer as stated in section 11-611, Buffering, of the Landscaping Requirements.

(4) <u>Impact classification</u>.

- (N) No Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-1 or R-1A zoning district; (2.) Cemeteries; (3.) Golf Courses; (4.) Parks and similar uses.
- (L) Low Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-2, R-3, R-4, B-1 zoning districts; (2.) Community and neighborhood recreational facilities and similar uses.
- (M) Medium Impact: (1.) Any use, unless otherwise listed below, which is permitted in the B-3 and B-4 zoning districts; (2.) Gasoline service stations; (3.) Convenience stores; (4.) Parking garages; (5.) Auto repair garages and similar uses; and (6.) Mini-warehouses.
- (H) High Impact: (1.) Any use only permitted in the M-1 or M-2 zoning districts; and (2.) Any proposed development which would create more than 500 parking spaces.

Proposed Use Classification

Adjoining Use Classification	No Impact (N)	Low Impact (L)	Medium Impact (M)	High Impact (H)
No Impact	None	1	2	3
Low Impact	None	None	1	2
Medium Impact	None	None	None	1
High Impact	None	None	None	None

Road Frontage:

The north side of the property facing E. Jackson Blvd. will require road frontage landscaping. The linear feet listed is 256.69'. The frontage requirements include 1 tree for every 50'. 1 tree/50' x 256.69' = 6 trees.

Provided:

6 shade trees will be either Red Maple, Willow Oak, River Birch, or Zelkova. 29 shrubs with emphasis on native species have been provided in the road frontage. This satisfies and exceeds the road frontage requirements.

Parking Lot:

33 parking spaces have been provided. 1 tree is required for every 10 parking spaces with at least 2 shrubs per tree. 1 tree/10 spaces x 33 spaces = 4 trees and at least 8 shrubs.

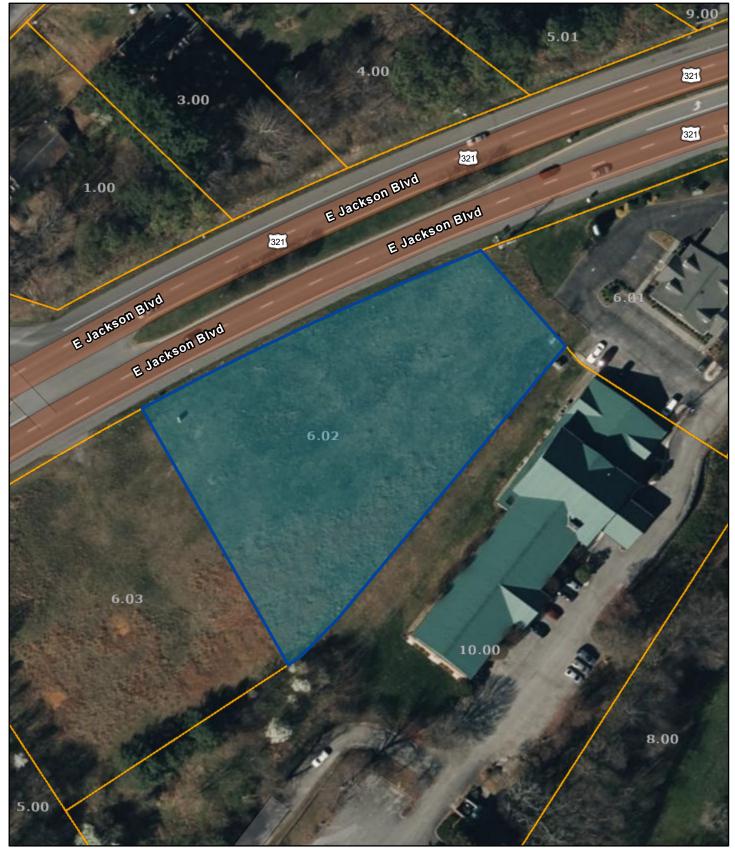
Provided: The landscape plan states 4 trees, and 8 shrubs have been provided.

Summary:

The landscape plan meets the minimum standards as per the town's Landscape Requirements.

RECOMMENDATION:

Washington County - Parcel: 060A D 006.02



Date: September 18, 2024

County: Washington Owner: MAINSHIP PROPERTIES LLC Address: JACKSON BLVD E 376 Parcel Number: 060A D 006.02 Deeded Acreage: 2.36 Calculated Acreage: 0 Date of TDOT Imagery: 2023 Date of Vexcel Imagery: 2023

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DATE: SEPTEMBER 23, 2024

AGENDA ITEM #: 9

SUBJECT: ZAXBY'S

BACKGROUND:

Zaxby's will be located on East Jackson Blvd. beside Regions Bank. It is further described on the Washington County Tax Map 52, Parcel 225.02. The subject property is zoned as B-3 Arterial Business. The Planning Commission approved the site plan on 9/17/2024. The Design Review Commission approved the building design on 9/17/2024.

Buffering:

The surrounding properties east, south, and west of the property are commercial land uses, thus they do not require a buffer as stated in section 11-611, Buffering, of the Landscaping Requirements.

(4) <u>Impact classification</u>.

- (N) No Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-1 or R-1A zoning district; (2.) Cemeteries; (3.) Golf Courses; (4.) Parks and similar uses.
- (L) Low Impact: (1.) Any use, unless otherwise listed below, which is permitted in R-2, R-3, R-4, B-1 zoning districts; (2.) Community and neighborhood recreational facilities and similar uses.
- (M) Medium Impact: (1.) Any use, unless otherwise listed below, which is permitted in the B-3 and B-4 zoning districts; (2.) Gasoline service stations; (3.) Convenience stores: (4.) Parking garages; (5.) Auto repair garages and similar uses; and (6.) Mini-warehouses.
- (H) High Impact: (1.) Any use only permitted in the M-1 or M-2 zoning districts; and (2.) Any proposed development which would create more than 500 parking spaces.

Proposed Use Classification

Adjoining Use Classification	No Impact (N)	Low Impact (L)	Medium Impact (M)	High Impact (H)
No Impact	None	1	2	3
Low Impact	None	None	1	2
Medium Impact	None	None	None	1
High Impact	None	None	None	None

Parking Lot Landscaping:

36 spaces have been provided. 1 tree is required for every 10 parking spaces with at least 2 shrubs per tree. 1 tree / 10 parking spaces x = 3.6 or 4 trees and at least 8 shrubs.

Provided: The landscape plan states that 4 shade trees, 16 ornamental trees, and 42 shrubs have been provided. This landscaping satisfies and exceeds the parking lot landscape requirements.

Road Frontage:

The only existing road frontage requirement is along East Jackson Blvd measuring 221' LF. 1 shade or evergreen tree or 2 ornamental trees are required for every 50 feet of public road frontage. 2 ornamental trees/50' x 221' = 8.8 or 9 ornamental trees.

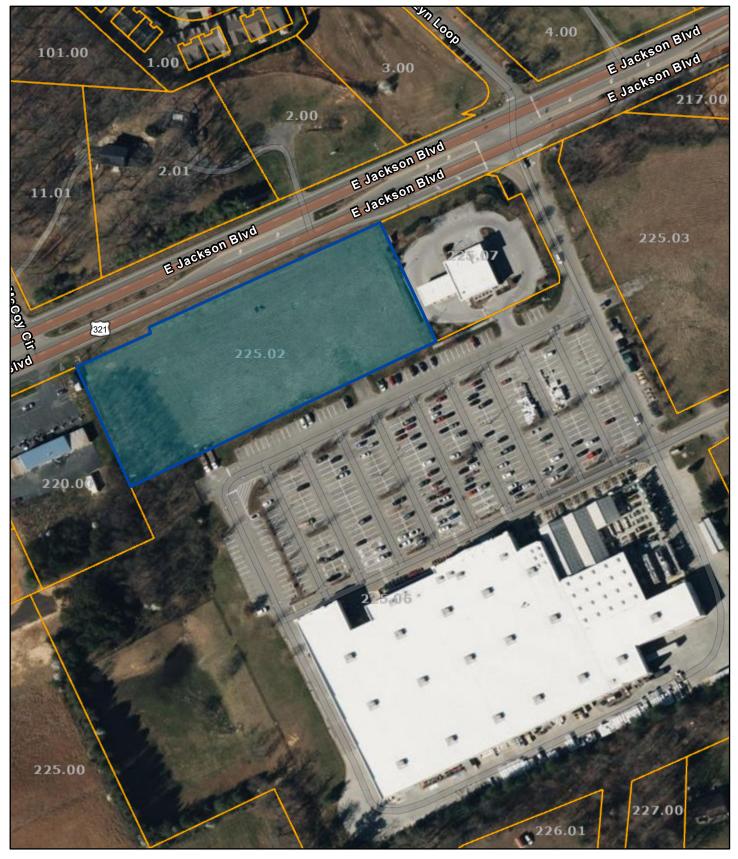
Provided: 9 ornamental trees and 32 shrubs. This landscaping satisfies and exceeds the road frontage landscaping requirements.

Summary:

The landscape plan meets and exceeds the minimum standards as per the town's Landscape Requirements.

RECOMMENDATION:

Washington County - Parcel: 052 225.02



Date: September 18, 2024

County: Washington Owner: MCCOY JOE & ROBERT & Address: HWY 11E 1460 Parcel Number: 052 225.02 Deeded Acreage: 2.56 Calculated Acreage: 0 Date of TDOT Imagery: 2023 Date of Vexcel Imagery: 2023

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