



**Kingston Municipal Planning Commission
Kingston City Hall
Agenda
March 19, 2024
6:00 PM**

Roll Call:

Approval:

Approval of the February 20, 2024 minutes

Reports:

- A. Chair
- B. Mayor/ City Council
- C. Building Official
- D. City Manager
- E. Bonding Committee
- F. Historic Zoning Commission
- G. Board of Zoning Appeals

Public Comments:

Old Business:

New Business:

1. Preliminary Plat-Boundary Line Adjustment, (SOUTH SIDE) (Roane County Tax Map 060, Parcel 010.00, Roane County Tax Map 059, Parcel 024.00)-Owner: Charles & Kathy Brewer, Surveyor: William J. Moore
2. Preliminary Plat-Boundary Line Adjustment, (NORTH SIDE) (Roane County Tax Map 049, Parcels 047.00 and 047.01)-Owner: Charles & Kathy Brewer, Surveyor: William J. Moore
3. Site Plan Review-Part of Roane County Tax Map 058K, Group G, Parcel 13.00)-Owner: Tim Shirran: Surveyor: John "Jake" Greear; Agent Abby Willens

Other Business:

Adjournment:

**KINGSTON MUNICIPAL PLANNING COMMISSION
PUBLIC HEARING
TUESDAY, FEBRUARY 20, 2024 – 6:00 P.M.
KINGSTON CITY HALL**

PUBLIC HEARING

Chair Stephanie Wright opened the public hearing at 6:00 p.m. to hear public comments on the adoption of amendments to the Kingston Subdivision Regulations. With no public comments, the public hearing was closed at 6:10 p.m. The Kingston Municipal Planning Commission met immediately following the public hearing.

**KINGSTON MUNICIPAL PLANNING COMMISSION
REGULAR MEETING
TUESDAY, FEBRUARY 20, 2024 – 6:10 P.M.
KINGSTON CITY HALL**

The Kingston Municipal Planning Commission met in regular session on Tuesday, February 20, 2024 at 6:10 P.M. Chair Stephanie Wright called the Regular Meeting to order. Upon roll call the following members were present: Member Sammy Frogg, Vice-Chair Wade Lovin, Mayor Tim Neal, Member Jim Owens, Secretary Robert Pickel, and Chair Stephanie Wright. Staff present: City Clerk Kelly Jackson, City Manager David Bolling, and Roane County Planning/Building Official Brooke Eubanks. Member Gary Botkin was absent.

APPROVAL OF PREVIOUS MINUTES

A motion was made by Mayor Neal, second by Secretary Pickel to waive the reading and approve as written the minutes of the regular meeting on December 19, 2023 (January 2024 meeting was cancelled)

The motion passed with a unanimous roll call vote. 6 Ayes.

REPORTS-

- Chair/Vice-Chair-None
- Mayor/City Manager-None
- Building Official- None
- Bonding Committee-None
- Historic Zoning Commission-None
- Board of Zoning Appeals- None

PUBLIC COMMENTS: NONE

UNFINISHED BUSINESS: NONE

NEW BUSINESS:

A. Consideration for adoption of amendments to the Kingston Subdivision Regulations

A motion was made by Member Lovin, second by Member Frogg to approve the adoption of amendments to the Kingston Subdivision Regulations

The motion passed with a unanimous roll call vote. 6 Ayes

B. Brief discussion of Zoning Ordinance

Discussion ensued about the ongoing work to update the current Zoning Ordinance of the City of Kingston. Work will continue to prepare a proposed amended Zoning Ordinance later.

Chair Wright adjourned the meeting at 6:47 pm

COMPLETED CHECKLIST MUST BE SUBMITTED WITH PLAT

**CITY OF KINGSTON
PRELIMINARY PLAT CHECKLIST**

Date Submitted 3-7-24

Name of Subdivision Boundary Line Adjustment of Charles & Kathy Brewer Property South Site
060 / D10.00

Location Farmer Road Tax Map & Parcel # 054/024/00 Zoning Dist. C-2

Owner Charles & Kathy Brewer Address P.O. Box 372 Jacksboro, TN Tel. _____

Agent W. J. Moore & Associates Address 192 CABOT LN Rockwood, TN Tel. 865-354-2236

Surveyor Signature William J Moore Tel. _____

Variance Requested-Attach Copy: _____ Action Taken: _____

Plat Checklist: Please (✓) all that apply and (x) those not applicable

- (✓) Verbal description of plat
- (✓) Twelve (12) copies of plat submitted 10 days prior to meeting
- (✓) Plat drawn to 1"=100'
- (✓) Subdivision name & location
- (✓) Owner's name & address
- (✓) Surveyor/engineer name & address
- (✓) Date
- (✓) Approximate north point
- (✓) Graphic scale
- (✓) Location of existing & platted property lines
- (✓) Existing and proposed lot numbers
- (✓) Existing streets
- (✓) Buildings
- (✓) Water courses
- (✓) Sewers
- (x) Bridges
- (✓) Culverts
- (✓) Drain pipes
- (x) Water mains
- (x) Any public utility easement or lines
- (x) Detention basin
- (✓) Present zoning on land to be subdivided & adjoining land

- (✓) Names of adjoining property owners & subdivisions
- (x) Proposed utility (sewer, water, gas, fire hydrants & electricity) layouts & connections
- (x) Proposed street names
- (x) Location & dimensions of proposed:
 - () Streets
 - () Alleys
 - () Easements
 - () Parks
 - () Open spaces
 - () Reservations
 - () Lot lines
 - () Building setback lines
 - () Utilities
- (x) Topographic contours at vertical intervals of not more than five (5) feet
- (✓) Acreage of land to be subdivided
- (✓) Location sketch map
- (✓) Floodway, or note stating property is not located in Floodway
- (x) Street or Road profiles, for any proposed street, drawn to 1"=100' horizontally & 1"=20' vertically
- (x) Storm water drainage plan, for any proposed street

Staff Comments:

COMPLETED CHECKLIST MUST BE SUBMITTED WITH PLAT

**CITY OF KINGSTON
PRELIMINARY PLAT CHECKLIST**

Date Submitted 3-7-24

Name of Subdivision Boundary Line ADJUSTMENT of Charles & Kathy Brewer Property North Site

Location Callahan Road Tax Map & Parcel # 049/047.00 047.01 Zoning Dist. C-2

Owner Charles & Kathy Brewer Address P.O. Box 372 Jacksboro, TN Tel. _____

Agent W.J. Moore & Associates Address 192 Gholston Road TN Tel. 865-354-2234

Surveyor Signature William J. Moore Tel. _____

Variance Requested-Attach Copy: _____ Action Taken: _____

Plat Checklist: Please (✓) all that apply and (x) those not applicable

- (✓) Verbal description of plat
- (✓) Twelve (12) copies of plat submitted 10 days prior to meeting
- (✓) Plat drawn to 1"=100'
- (✓) Subdivision name & location
- (✓) Owner's name & address
- (✓) Surveyor/engineer name & address
- (✓) Date
- (✓) Approximate north point
- (✓) Graphic scale
- (✓) Location of existing & platted property lines
- (✓) Existing and proposed lot numbers
- (✓) Existing streets
- (✓) Buildings
- (✓) Water courses
- (✓) Sewers
- (x) Bridges
- (x) Culverts
- (✓) Drain pipes
- (✓) Water mains
- (✓) Any public utility easement or lines
- (x) Detention basin
- (✓) Present zoning on land to be subdivided & adjoining land

- (✓) Names of adjoining property owners & subdivisions
- (x) Proposed utility (sewer, water, gas, fire hydrants & electricity) layouts & connections
- (x) Proposed street names
- (x) Location & dimensions of proposed:
 - () Streets
 - () Alleys
 - () Easements
 - () Parks
 - () Open spaces
 - () Reservations
 - () Lot lines
 - () Building setback lines
 - () Utilities
- (x) Topographic contours at vertical intervals of not more than five (5) feet
- (✓) Acreage of land to be subdivided
- (✓) Location sketch map
- (✓) Floodway, or note stating property is not located in Floodway
- (x) Street or Road profiles, for any proposed street, drawn to 1"=100' horizontally & 1"=20' vertically
- (x) Storm water drainage plan, for any proposed street

Staff Comments:

CITY OF KINGSTON
SITE PLAN CHECKLIST

COMPLETED CHECKLIST MUST BE SUBMITTED WITH SITE PLAN


Date Submitted: 3/11/24

Name of Development: USDA Service Center

Location: 61 Paint Rock Ferry Road Tax Map & Parcel # Part of 58K-G-13.00 Zoning District: C-2

Owner: Timothy Shirran Address: 1560 River Road, Kingston, TN 37763 Phone# (865) 740-2857

Agent: Abby Willens, JG Willens Building LLC Address: 3732 Rockhill Rd, Birmingham, AL 35222 Phone# (414) 333-5847

Surveyor Signature: John "Jake" Greear, ProE Engineering Services  Phone # (865) 603-2188

Variance Requested (Attach copy): None

Action Taken: _____

Proposed Development:

- Commercial Development Over ½ acre ☒
- Industrial Development Over ½ acre ☐
- Development Affecting Floodplains or Drainage Courses ☐
- Development Involving Extensive Grading or Excavation ☐
- Residential Project Resulting in More Than 6 Dwelling Units/Acre ☐
- Planned Unit Development- Preliminary ☐ final ☐

Site Plan Checklist: Please check all that apply

☒ Ten (10) copies of plan submitted 10 days prior to meeting along with electronic copy

☒ Plan drawn to 1"=30'

☒ Site name & location

☒ Owner's name & address

☒ Surveyor/engineer name & address

☒ Date

☒ Approximate north point

☒ Graphic scale

☒ Existing streets

☐ Buildings

☐ Water Courses

☐ Railroads

☐ Bridges

☐ Culverts

☒ Drain Pipes

☒ Proposed & existing utilities (sewer, water, gas, fire hydrants & electricity) layouts & connections

☐ Alleys

☒ Easements

☐ Lot lines

☒ Building setback lines

☒ Topographic contours at vertical intervals of not more than five (5) feet

☒ Acreage of land in development

☒ Location sketch map

☐ Indication of whether or not site is located in

☐ Floodplain

☒ Stormwater drainage plan

☐ Detention basin

☒ Present zoning of land

Staff Comments: