



**AGENDA**  
**UNICOI MUNICIPAL PLANNING COMMISSION**  
**UNICOI CITY HALL**  
November 14, 2016 5:30 PM

**I. Call to Order**

**II. Roll Call**

- |                              |                             |
|------------------------------|-----------------------------|
| ( ) Todd Hopson, Chair       | ( ) Johnny Lynch, Mayor     |
| ( ) Jerry Ramsey, Vice-Chair | ( ) Doug Hopson, Vice-Mayor |
| ( ) Gaye Norman, Secretary   | ( ) Billy Harkins           |
| ( ) Bob Sahli                | ( ) Pauline Stierwalt       |
| ( ) Lyle Wilcox              |                             |

**III. Approval of the October 10, 2016 Regular Meeting Minutes**

**IV. Opportunity for Citizens Not on the Agenda to Address the Planning Commission**

**V. Old Business: None**

**VI. New Business:**

- 1) Discussion and consideration of a subdivision regulations amendment to remove the requirement to show building setback lines and replace it with a required building setback note on final plats.
- 2) Discussion of Planning Commission jurisdiction over burned structures.

**VII. Other Business: None**

**VIII. Staff Reports**

**IX. Adjournment**



**MINUTES**  
**UNICOI MUNICIPAL PLANNING COMMISSION**  
**UNICOI CITY HALL**  
October 10, 2016 5:30 PM

Members Present:

Todd Hopson, Chair  
Gaye Norman, Secretary  
Johnny Lynch, Mayor  
Doug Hopson, Vice Mayor  
Billy Harkins  
Bob Sahli  
Pauline Stierwalt  
Lyle Wilcox

Members Absent:

Jerry Ramsey, Vice-Chair

Others Present:

Mike Housewright, Recorder  
Lois Shults-Davis, Town Attorney  
Cory Osborne, Planning Staff  
Mr. and Mrs. Van Dyke

Chairman Hopson called the meeting to order at 5:30pm. A motion was made by Bob Sahli to approve the minutes of the September 12, 2016 meeting and seconded by Doug Hopson. The vote to approve was unanimous.

**Opportunity for Citizens**

**Not on the Agenda to Address the Planning Commission**

No citizens not on the agenda were present for the meeting.

**Old Business:**

**New Business:**

- 1) Discussion and consideration of a subdivision plat entitled “Replat of Lot 1 & 2 Van Dyke Property and Lots 1 & 2 Carter Property,” consisting of 3 lots totaling 2.794 acres on Poplar Road and Meadowstone Drive (Unicoi Tax Map 005D, Group A, Parcels 017.00, 017.01, and 001.01).**

Planning staff presented the plat and noted that the property owners were dedicating additional right-of-way on Poplar Road in order to ensure that no part of the pavement was located on private property. Planning staff also noted that the surveyor had not sketched building setback lines on the plat due to concern that any future changes in the building setback requirements or the zoning district of the property would be invalidated by the presence of the old lines on the plat. Staff indicated that this was a valid concern that had been expressed before, and proposed to bring a draft Subdivision Regulations amendment next month to fix the issue. Following discussion, planning staff recommended approval of

the subdivision plat as presented. Doug Hopson made a motion to approve the plat, which was seconded by Bob Sahli and passed unanimously.

**Other Business:**

**1) Discussion of previously recommended zoning ordinance amendment**

Planning staff noted that there was a discrepancy in the language to amend the Zoning Ordinance to allow accessory structures for churches and cemeteries in the A-1 between the version recommended by the Planning Commission in July and the version approved by the Board of Mayor and Aldermen. Staff indicated that any changes to the language recommended by the Planning Commission had to come back before the Commission before it could be considered by the Board of Mayor and Aldermen. Following discussion, Doug Hopson made a motion to recommend the following language be added to Article VII of the Town Zoning Ordinance:

“701.4. Churches, cemeteries, and their customary incidental accessory buildings provided the customary structure is located to the side, or to the rear of the church or in the rear of the cemetery and no closer than 12 feet to any lot line.”

The motion was seconded by Bob Sahli and passed unanimously. The Town Attorney noted that a vote to amend the agenda of the Planning Commission was required. Johnny Lynch made a motion to amend the agenda to add discussion of the A-1 zoning language, which was seconded by Pauline Stierwalt and passed unanimously.

**Staff Reports:**

The City Recorder spoke about several projects and issues ongoing in the Town. The Town Attorney and planning staff discussed the effectiveness of the Town’s current code enforcement procedure and the role of the Planning Commission in it.

**Adjournment**

There being no further business, Bob Sahli made a motion to adjourn, which was seconded by Doug Hopson and passed unanimously. The meeting was adjourned at 6:00pm.

\_\_\_\_\_  
Todd Hopson, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Gaye Norman, Secretary

\_\_\_\_\_  
Date

**AMENDMENT TO THE TOWN OF UNICOI SUBDIVISION REGULATIONS**

**AMENDMENT NO. \_\_\_\_\_**

AN AMENDMENT TO REVISE THE SUBDIVISION REGULATIONS OF UNICOI, TENNESSEE BY REMOVING THE REQUIREMENT TO SHOW BUILDING SETBACK LINES FOUND IN ARTICLE II, SECTION C, NUMBER FIVE AND ADDING A REQUIREMENT TO INCLUDE A BUILDING SETBACK NOTE ON FINAL PLATS.

WHEREAS, The Town of Unicoi Planning Commission has duly considered that the subdivision regulations of Unicoi, Tennessee be amended as hereinafter described; and

WHEREAS, the Town of Unicoi Planning Commission has reviewed such recommendation and has conducted a public hearing thereon.

NOW THEREFORE, BE IT ORDAINED BY THE TOWN OF UNICOI PLANNING COMMISSION, AS FOLLOWS:

That the Subdivision Regulations of Unicoi, Tennessee, are hereby amended by altering Article II, Section C, Number Five, subsection (a) to **REMOVE** the following underlined portion:

“a. The lines of all streets and roads, alley lines, building setback lines, lots numbered in numerical order, reservations for easements, and any areas to be dedicated to public use or site for other than residential use with notes stating their purpose and any limitations.”

The Subdivision Regulations of Unicoi, Tennessee, are hereby further amended by altering Article II, Section C, Number Five to **ADD** subsection (i), which shall read:

“ i. A note stating that building setbacks shall conform to local zoning regulations for future buildings or the restrictive covenants, whichever is more restrictive.”

This amendment shall be effective from and after its passage, the public welfare requiring it.

Public Hearing held on: \_\_\_\_\_

Approved and Adopted by the Unicoi Planning Commission: \_\_\_\_\_

Approved:

\_\_\_\_\_  
Todd Hopson, Chairman

Attest:

\_\_\_\_\_  
Gaye Norman, Secretary