



AGENDA

TOWN OF UNICOI MUNICIPAL PLANNING COMMISSION UNICOI TOWN HALL

April 13th, 2020 6:00 PM

I. Call to Order

II. Invocation & Pledge of Allegiance

III. Roll Call

- | | |
|-----------------------------|------------------------------|
| () Charlene Thomas | () Johnny Lynch, Mayor |
| () Jerry Ramsey | () Dan Buchanan, Vice Chair |
| () Phillis Fox, Secretary | () Todd Hopson, Chair |
| () Doug Hopson, Vice-Mayor | |

IV. Recognition of Virtual Meetings as being in the best interest of the health, safety and welfare of the citizens of the Town of Unicoi

(Y- yes, N-no, ab-absent and A-abstain)

- () Charlene Thomas
- () Jerry Ramsey
- () Phillis Fox, Secretary
- () Doug Hopson, Vice-Mayor
- () Johnny Lynch, Mayor
- () Dan Buchanan, Vice Chair
- () Todd Hopson, Chair

V. Adoption of Virtual Meeting Policies and Procedures

(Y- yes, N-no, ab-absent and A-abstain)

- () Charlene Thomas
- () Jerry Ramsey
- () Phillis Fox, Secretary
- () Doug Hopson, Vice-Mayor
- () Johnny Lynch, Mayor
- () Dan Buchanan, Vice Chair
- () Todd Hopson, Chair

VI. Approval of the March 09th Meeting Minutes

(Y- yes, N-no, ab-absent and A-abstain)

- () Charlene Thomas
- () Jerry Ramsey
- () Phillis Fox, Secretary
- () Doug Hopson, Vice-Mayor
- () Johnny Lynch, Mayor
- () Dan Buchanan, Vice Chair
- () Todd Hopson, Chair

VII. Old Business:

VIII. New Business:

(Y- yes, N-no, ab-absent and A-abstain)

- () Charlene Thomas
- () Jerry Ramsey
- () Phillis Fox, Secretary
- () Doug Hopson, Vice-Mayor
- () Johnny Lynch, Mayor
- () Dan Buchanan, Vice Chair
- () Todd Hopson, Chair

IX. Other Business

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

XI. Adjournment



MINUTES
TOWN OF UNICOI
PLANNING COMMISSION
UNICOI CITY HALL
Monday, March 09th 2020 6:00 PM

- I. Called to Order: @ 6:00pm.**
- II. Invocation & Pledge of Allegiance**
- III. Roll Call**

{ (X) Present (A) Absent }

(X) Charlene Thomas
(X) Dan Buchanan
(X) Phillis Fox, Secretary
(X) Doug Hopson, Vice-Mayor
(X) Johnny Lynch, Mayor
(X) Jerry Ramsey, Vice-Chair
(X) Todd Hopson, Chair

Others in Attendance:
(X) Elizabeth Poczobut, FTDD
(X) Lois Shults, Town Atty.
(X) Debbie Kessler, Town Recorder
(X) Mrs. Eunice Riebe
(X) Carol Miller & owners of 4116 Unicoi Drive

IV. Approval of February 10th, Planning Commission Minutes

Mayor Lynch made the motion to approve the minutes of the February 10th, Planning Commission meeting as written. Vice-Mayor Hopson seconded that motion.

The members voted as follows:
(Y= yes, N=no, Ab=Absent, A=Abstain)

(Y) Phillis Fox, Secretary
(Y) Dan Buchanan
(Y) Charlene Thomas
(Y) Doug Hopson, Vice -Mayor

(Y) Johnny Lynch, Mayor
(Y) Jerry Ramsey, Vice-Chair
(Y) Todd Hopson, Chair

There being seven (7) yesses the minutes were approved.

V. Old Business:

I. Consideration of Extension of Temporary Use Permit for 141 Pine Hill Road

Mrs. Eunice Riebe was in attendance and shared with the Commission that the construction of the primary residence on the property located at 141 Pine Hill Road was slated to be complete at the beginning of May. Mrs. Riebe shared that she was hopeful that they would not need another full six months. There was some discussion on the weather being prohibitive to construction over many of the past six months. Vice-Mayor Hopson made a motion to extend the previously approved Temporary Use Permit for six more months. Said motion was seconded by Mayor Lynch.

(Y- yes, N-no, ab-absent and A-abstain)

(Y) Charlene Thomas

(Y) Johnny Lynch, Mayor

(Y) Dan Buchanan

(Y) Jerry Ramsey, Vice-Chair

(Y) Phillis Fox, Secretary

(Y) Todd Hopson, Chair

(Y) Doug Hopson, Vice-Mayor

There being seven (7) yesses the motion passed.

VI. New Business

I. Discussion and consideration of 4116 Unicoi Drive Re-Zoning Request

Staff introduced the re-zoning and explained that it was being requested by the current property owners to ensure the by-right use of a single family residence. Staff explained that the property was zoned B-2 Central Business District, which does not permit single family residences. Staff further explained that the home was currently considered a legal, non-conforming use in the B-2 District. Originally, the request was to re-zone to R-2 Medium Density Residential due to the main goal being to ensure single-family as a by right use and the presence of the R-2 Zone adjoining the property to the rear.

Carol Miller, real-estate agent for the property addressed the Commission and explained that the initial buyer had backed out and that the new potential buyer was interested in using the property as mixed-use; having a small business and also residing in the residence. Mrs. Miller explained that the owners would like to request that the property be re-zoned to B-1 Neighborhood Business District.

There was some discussion on the differences in R-2 and B-1 and Staff read from the Town of Unicoi Land Use and Transportation Plan which stressed the importance of preserving commercial properties within the town.

Town Counsel Lois Shults was asked for her recommendation and due to the policies outlined in the Land Use Plan and the surrounding business district, Mrs.

Shults recommended that B-1 would be a zone better in line with the goals of the Town.

Vice Mayor Doug Hopson made a motion to recommend re-zoning the property from B-2 to B-1 to the BMA. The motion received a second by Phillis Fox.

(Y= yes, N=no, Ab=Absent, A=Abstain)

(Y) Charlene Thomas	(Y) Johnny Lynch, Mayor
(Y) Dan Buchanan	(Y) Jerry Ramsey, Vice-Chair
(Y) Phillis Fox, Secretary	(Y) Todd Hopson, Chair
(Y) Doug Hopson, Vice-Mayor	

There being seven (7) yesses, the motion passed.

II. Consideration and Pubic Hearing of Subdivision Regulation Amendment 2020-01

Staff introduced the amendment and shared that it was presented to the Commission after the previous meeting's discussion on Staff authority to administratively approve plats. There was some discussion on whether or not this was an existing power of Staff and to what extent. The Commission was not clear on if or how many administratively approved plats were permitted. Staff explained that the requirements for plats would not change, only that minor plats could be approved without the vote of the entire Commission.

There were no citizens in attendance for public comment on the amendment.

Mayor Lynch made a motion to adopt the amendment, and said motion was seconded by Phillis Fox.

(Y= yes, N=no, Ab=Absent, A=Abstain)

(Y) Charlene Thomas	(Y) Jerry Ramsey, Vice-Chair
(Y) Dan Buchanan	(Y) Todd Hopson, Chair
(Y) Phillis Fox, Secretary	
(Y) Doug Hopson, Vice-Mayor	
(Y) Johnny Lynch, Mayor	

There being seven (7) yesses, the motion passed.

VII. Other Business

1. Election of Officers for 2020-2021 Term

Staff explained that the By-Laws of the Planning Commission required that new officers be elected in March of each year.

Phillis Fox made a motion for Todd Hopson to remain Chair. Charlene Thomas seconded the motion. There being no other nominations, Chairman Hopson called for the vote and it was unanimous in favor of the motion.

Charlene Thomas made a motion to retain Phillis Fox as Secretary. Said motion received a second from Dan Buchanan. There being no other nominations, Chairman Hopson called for the vote and it was unanimous in favor of the motion.

Jerry Ramsey made a motion to nominate Dan Buchanan as Vice-Chair of the Planning Commission. Said motion was seconded by Doug Hopson. There being no other nominations, Chairman Hopson called for the vote and it was unanimous in favor of the motion.

VIII. Opportunity for Citizens to Address the Commission

IX. Adjournment

There being no further business, Mayor Lynch motioned to adjourn, and motion was seconded by Doug Hopson. All members voted in favor. Meeting was adjourned by 6:45 pm.

Todd Hopson, Chairman

Date

Phillis Fox, Secretary

Date