

**ALCOA MUNICIPAL REGIONAL
PLANNING COMMISSION MINUTES
February 19, 2026
5:30 P.M.**

The Alcoa Municipal Regional Planning Commission met in regular session on February 19, 2026, at the Alcoa Municipal Building Council Chambers. Commissioners present were Chairman Tracey Cooper, John "Rocky" Rochelle, Bruce Applegate, Orlando LoMascolo, and Kathy Thompson. Jeremy Pearson, Ashley Miller, and Brandon Altman were present as city staff.

APPROVAL OF MINUTES:

The minutes of the January 15, 2026, meeting were declared approved, as submitted, and requested to be filed.

CITIZEN COMMENTS:

None.

REQUESTS FOR PRELIMINARY/FINAL APPROVAL:

Consideration of a request by David Mullins (Civil Environmental Consultants, Inc.) for a plat of correction to plat all utility easements and site improvements for Hickory Workforce Development, located at 125 Kent Place (Tax ID 046C A 045.00) (Project #DEV-24-015).

Staff recommended preliminary and final plat approval, subject to the following:

- 1) A revised plat denoting –
 - a. Revision to the 10-foot perimeter buffer encroachment, once corrected in the field (Note, no encroachments shall be within the 10-permieter buffer other than the driveway connection at Kent Place and the sidewalk connection to the east);
 - b. Removal of "DRAFT" prior to obtaining signatures;
- 2) Approval by engineering;
- 3) Approval of utilities (Note that this plat is still under review for utilities);
- 4) Execution of the necessary signatures and recording of plat; and,
- 5) Meeting all other city requirements.

Commissioner Rochelle made a motion to approve the preliminary and final plat, subject to staff's stipulations as presented. Commissioner Thompson seconded the motion, and it passed unanimously.

Consideration of a request by David Poe (Baston, Himes, Norvell, & Poe) to replat one (1) lot to absorb a portion of public right of way, located on Northpark Boulevard (Tax ID 027 001.08) (Project #DEV-25-044).

This item was withdrawn.

REQUESTS FOR PRELIMINARY APPROVAL:

None.

REQUESTS FOR FINAL APPROVAL:

None.

MISCELLANEOUS REQUESTS OF REQUIRED ACTIONS:

Review and consideration of amendments to the Alcoa Sign Ordinance.

This item remains in progress and was deferred.

CONCEPT PLAN APPROVAL:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Consideration of a request by William Robinson (Will Robinson & Associates) for site plan approval for an office/warehouse development, located at 3100 Northpark Boulevard (Tax ID 027 001.08) (Project #DEV-25-044).

Staff recommended site plan approval, subject to the following:

- 1) Submittal of a revised site plan set denoting—
 - a. Incorporation of TDOT's designed improvements that adjoin this property for context with the proposed changes demonstrated by this proposal (Note that it is recommended to demonstrate the current TDOT design in relation to this proposal by incorporating a separate detail sheet into the plan set. TDOT's plan incorporates a public turnaround within public right-of-way to address a created termination or dead-end condition for Northpark Boulevard. Sheet C102 does not fully incorporate TDOT's current design for this area adjoining this property, which should include the changes to the Northpark Boulevard intersection with Regal Drive.);
 - b. Approval of fire truck template sheet by Alcoa Fire Department;
 - c. Approval of dumpster truck template sheet, identifying dumpster service access route by City of Alcoa Engineer;
 - d. Revision to the mailbox pad to be on-site as a consolidated mail center to serve both buildings;
 - e. Revision to the zoning to be Heavy Industrial "G" on Sheet C102;;
 - f. Revision to the Tax Parcel ID;
 - g. Revision to the required bicycle parking to be 8;
 - h. Addition to the Site Layout Notes to identify the square footage of each building being proposed;
- 2) Obtaining a variance for the location of a driveway to have been part of a previously acquired public right-of-way, precipitating the need for an additional variance from the front yard 10-foot visibility strip/perimeter buffer (Note, this item is to be considered by the Alcoa Board of Zoning Appeals at the February 26, 2026, meeting);
- 3) Installation of accessible sidewalk along Lot 2's public road frontage, excluding the parkway, with said to be installed at a minimum width of 5 feet and to all other city specifications, or provide an appropriate equivalent in lieu thereof (Note that it is recommended a contribution into the City of Alcoa's sidewalk reserve occur for an equitable exchange.);
- 4) Approval by TDOT, including City of Alcoa Engineering, for modification of the property's public access (as proposed) by applicant and otherwise not in conformance with the applicable stage of the Alcoa Highway Relocated project;
- 5) Favorable adoption of a public right-of-way abandonment by the Alcoa Board of Commissioners, with a recommendation to be provided by the Alcoa Municipal Regional Planning Commission of which shall (i) be in conjunction with their consideration of a replat of the property to absorb said abandoned right-of-way; and, (ii) not occur until such time TDOT has closeout of the applicable stage(s) of the Alcoa Highway Relocated project;

- 6) Approval of engineering, to include, but not limited to, pavement markings such as stop bars, crosswalks, etc.;
- 7) Approval of stormwater management and addition of associated easements;
- 8) Approval of utilities, with all utilities to be underground (Related to lighting, note that fixtures mounted to buildings or other structures, including pole lighting applications, shall be designed and installed to project light downward);
- 9) Approval by Fire for on-site circulation/access to city specifications;
- 10) Approval by E911 for addressing of the two (2) buildings (i.e., property is addressed for a single building location);
- 11) Approval of mailbox location by US Postal Service, the local Post Master;
- 12) Submittal of a replat (at project's completion) for review and approval by Alcoa Municipal Regional Planning Commission for its recording (Note that this replat is to capture the legal boundary map changes resulting from TDOT's acquisition of a portion of this Lot 2 for public right-of-way. Note also that this replat is to show all existing and newly as-built conditions, including, where applicable, lines/structures and easement widths for public utilities and stormwater management.);
- 13) Approval of a landscaping plan, to include a tree replacement from a to be provided tree survey, for placement of the same of record with the Alcoa Tree Board (Note, there is a balance to be paid into the Tree Fund for the trees based on species and caliper inches removed from the side);
- 14) Installation of vegetative landscaping buffer in conformance with to be submitted, reviewed and approved landscaping plan, with said to be installed prior to the issuance of a FINAL Certificate of Occupancy;
- 15) Meeting all other city requirements (including, but not limited to, building plan review and securing the necessary permits for site grading and building construction)

Commissioner Applegate made a motion to approve the site plan, subject to staff's stipulations as presented. Commissioner LoMascolo seconded the motion. William Robinson of Will Robinson & Associates was present to answer questions. Discussion ensued after Chairman Cooper invited Mr. Robinson to the podium to provide an overview of the project. After Mr. Robinson's overview, Ashley Miller reminded both Mr. Robinson and the Commission that the right-of-way affecting access along Northpark Boulevard was acquired by TDOT as part of the Alcoa Highway Relocated Project. Jeremy Pearson added that site plan approval is contingent upon TDOT's approval. Mrs. Miller advised Mr. Robinson to contact Stacy Weaver from TDOT for guidance on state approval. Mr. Robinson confirmed he is working with TDOT to obtain a letter of approval. Mr. Pearson further noted that a grading permit from TDOT would also be required for state approval. Following discussion, Chairman Cooper called for the vote. The motion passed unanimously.

Consideration of a request by Corey Boss (Michael Graves Architecture & Design, Inc.) for revised site plan approval to modify a commercial building, Building 2 of Topside Square, located at 2132 Topside Road (Tax ID 017 031.02) (Project #DEV-25-008).

Staff recommended that this item be approved as an addendum to the exterior building design for Building 2, with all other site plan and exterior design stipulations approved from the March 20, 2025, planning commission meeting to remain standing.

Commissioner Rochelle made a motion to approve the addendum, subject to staff's stipulations as presented. Commissioner Applegate seconded the motion, and it passed unanimously.

Consideration of a request from Corey Boss (Michael Graves Architecture & Design, Inc.) for site plan approval for a medical office, Alcoa Dermatology, located at 246 N. Rankin Road (Tax ID 046L B 015.00) (Project #DEV-26-004).

Staff recommended approval of the exterior building design, including the building footprint, subject to the following:

- 1) Submittal of revised exterior building design elevations addressing and maintaining the following:
 - a. Addition of sheet notation stating that "Signage is to be submitted, reviewed and approved separately by the City of Alcoa Planning.";
 - b. Addition of window percentage calculations to elevations in public view from public roadways (i.e., South Elevation, portion of East Elevation and West Elevation);
 - c. West Elevation that demonstrates 12 to 36 inch projections/recesses every 30 to 60 feet;
- 2) Addition of updated site layout sheet to serve as a supplement to approved plan set stamped for construction by the City of Alcoa Engineering, Dakota Gentry, on February 7, 2024;
- 3) Maintaining of roof mounted mechanical units as being adequately screened from public view from public roadways; and,
- 4) Meeting all other city requirements (i.e., building plans review and issuance of building and trades permit.

Commissioner LoMascolo made a motion to approve the exterior building design, including the building footprint, subject to staff's stipulations as presented. Commissioner Thompson seconded the motion, and it passed unanimously.

Consideration of a request by Tim Shaw (Hagen Engineering) for site plan approval for an apartment development, Views at Topside Apartments, located at 1528 Topside Road (Tax IDs 008 099.06, 099.13 and 099.15) (Project# DEV-26-001).

Staff recommended site plan approval, including the exterior building design, subject to the following:

- 1) A revised site plan denoting—
 - a. Addition of reference to all parcels and lots being impacted by the proposed development (Note, this shall include Lot 3);
 - b. Revision to the Site Data Table:
 1. Revision to include all lot numbers;
 2. Revision to include all zoning districts;
 - c. Addition of the Gross Floor Area to the Parking Summary Table to show the required and provided bicycle parking;
 - d. Addition of minimum tree required based on impervious areas to the site plan sheet;
 - e. Addition of cross-walks through the development where sidewalks cross drive aisles;
 - f. Addition of all sight visibility triangles (Note, these need to be shown at the access points to Road B and additionally reflected on the landscape plan);
 - g. Addition of parking termination islands dimensions;
 - h. Addition of the wall pack fixture detail to the lighting plan (Note, all exterior lighting shall be directed downwards);

- i. Addition of the remaining area on Lot 3 which is outside of the dry pond and the storm sewer proposed to be installed (Note, the remaining lands shall be a minimum of one acre);
 - j. Removal of the ground signs shown (Note, all signage is per separate approval and ground signage for this development shall be contained on Lot 1);
 - k. Replacement of Road B with a road name of Poplar Views Drive*;
- 2) Exterior building elevations revised, and or verified, and further stipulated, as follows:
- a. Addition of linear wall dimensions;
 - b. Removal of note from all architectural sheets:
"Material selection subject to change. Final material selection to be determined at a later date."
(Note, any changes to the exterior building elevations post Alcoa Municipal Regional Planning Commission approval shall be resubmitted to the board for review and consideration);
- 3) Landscape plan revisions, and or verification, and further stipulations, as follows:
- a. Addition of visibility triangles to the \ access points to Road B;
 - b. Addition of referenced Sheets L3.00, TP1.00 and TP2.00;
 - c. Revision to the Tree Removal Plan to reflect the total removal in caliper inches (Note, after planting credits are applied, an amount will be due to the Alcoa Tree Fund for the excessive removal);
- 4) Approval of engineering (Note, all utilities are still under review);
- 5) Approval of stormwater management and addition of associated easements (Note, all utilities are still under review);
- 6) Approval of utilities, with all utilities to be underground (Related to lighting, note that fixtures mounted to buildings or other structures, including pole lighting applications, shall be designed and installed to project light downward/Provide lighting plan);
- 7) Approval by fire for site access and circulation (Note, fire circulation is still under review);
- 8) Review and approval of a detailed landscaping and tree replacement plan for placement of the same of record with the Alcoa Tree Board;
- 9) Approval of solid waste/compactor location, pad and screening by Public Works and Engineering;
- 10) Installation of private roadway and accessible pedestrian sidewalk improvements within Lot 4, including onsite pedestrian connections thereto (i.e., between Lot 1 and Lot 4), to city specifications;
- 11) Installation of public sidewalks along all road frontages, or provide for appropriate equivalent, which is shown to occur in this case, designed to city specifications, with said to include pedestrian connections thereto, be ADA accessible and incorporate any necessary truncated domes;
- 12) Approval by TDOT for any work to occur within the Topside Road Right-of-Way, including acceptance of the same;
- 13) Review and approval of "plat of correction", at project's completion, to be recorded and reflect as-built site layout and the necessary public utility easements;
- 14) Addressing by E-911 Addressing, to include approval of the mail delivery method and location by the U.S. Postal Service, with 1k to be referred to above for identification of a road name for Road B;

- 15) Execution of plat notes on Plat 4331A (Note, the removal of several non-conforming items, signage, etc., including the need for sight distance improvements, with items to be executed prior to the issuance of FINAL Certificate of Occupancies/Note also that Covenant Health's Peninsula Hospital sign can be replaced for conformance with a sign following MUTCD guidelines/This will need to be per City of Alcoa Engineering review and approval);
- 16) Certification of all retaining walls, once constructed, with said to be provided to the Building Official; and,
- 17) Meeting all other city requirements (including securing the necessary permits for site grading and building construction, as well as review and approval of building plans, any future signage, etc.).

During the reading of the stipulations, the commission was informed of the proposed name for Road B as "Poplar Views Drive". The commission was further informed that Ardmore Residential has obtained approval from GIS and E911 for the proposed name.


Commissioner Rochelle made a motion to approve the site plan, including the exterior building design, subject to staff's stipulations as presented, with this including the road name approval of Road B as Poplar Views Drive*. Commissioner LoMascolo seconded the motion. Justin Tinder, President of Ardmore Residential, was present to answer questions. Discussion ensued after Chairman Cooper invited Mr. Tinder to the podium. Chairman Cooper asked Mr. Tinder whether Ardmore Residential had any plans for the Peninsula Hospital sign located at the corner of Topside Road and E. Old Topside Road. Mr. Tinder advised that he was not aware of any internal discussions regarding the sign. Commissioner LoMascolo noted the steep grade of E. Old Topside Road near the proposed access point and asked if it would complicate construction of the dry pond. Mr. Tinder advised he doesn't anticipate significant complications, as that area of the property is relatively flat. Following discussion, Chairman Cooper called for the vote. The motion passed unanimously.

OTHER BUSINESS:

None.

ADJOURNMENT:

There being no further business to come before the commission, Commissioner Rochelle made a motion to adjourn the meeting. Commissioner LoMascolo seconded the motion, and the meeting was adjourned at 6:27 p.m.



Acting Secretary



Chairperson, Alcoa Municipal Regional
Planning Commission