

**ALCOA MUNICIPAL/REGIONAL
PLANNING COMMISSION MINUTES
August 17, 2023
5:30 P.M.**

The Alcoa Municipal/Regional Planning Commission met in regular session on August 17, 2023, at the Alcoa Municipal Building Council Chambers. Commissioners present were Chairman Clarence Williams, Vice Chairperson Tracey Cooper, Mark Johnson, John “Rocky” Rochelle and Kathy Thompson. Jeremy Pearson and Ashley Miller were present as city staff.

APPROVAL OF MINUTES:

The minutes of the July 20, 2023, meeting were declared approved, as submitted, and requested to be filed. Chairman Williams thanked Vice Chairperson Cooper for chairing the July meeting and thanked staff for the annual report.

CITIZEN COMMENTS:

None.

REQUESTS FOR PRELIMINARY/FINAL APPROVAL:

Consideration of a request by Chris Rosser (Sterling Engineering, INC.), to replat two (2) parcels into one (1) lot, located at 246 North Rankin Road (Tax ID 046L B 015.00) (Project # PLT – 23-024).

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

- 1) A revised plat denoting—
 - a. Addition of the area to be absorbed into Lot 1 from the deeded area;
 - b. Addition of the centerline measurement for N. Rankin Road;
 - c. Revision to the following plat notes:
 1. Revision to Plat Note #2 to reflect the General Business District “E” as the effective zoning district;
 2. Revision to Plat Note #3 to update the setbacks to be those of the General Business District “E”;
 - d. Addition of plat notes stating:
 - a. Flood Insurance Rate Map verification;
 - e. Removal of the CERTIFICATE OF STORMWATER MAINTENANCE CONTROL (Note, this will be needed for the final as-built plat for the site);
- 2) Approval of utilities, with all utilities to be underground;
- 3) Approval of engineering;
- 4) Execution of the necessary signatures and recording of plat; and,
- 5) Meeting all other city requirements.

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

Consideration of a request by Stefan Claar (Turner Homes LLC) for a “plat of correction” to Clover Ridge Phase 1, located off Middlesettlements Road (Tax ID 46 27.00,27.01, and 046J C 001.0-017.00) (Project # PLT-21-006).

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

- 1) A revised plat denoting—
 - a. Addition of “Plat of Correction of Final Plat of” in lieu of “Corrective Final Plat of” to both sheets;

- b. Revision to the surveyor's certificate on both sheets to reflect 2023;
 - c. Addition of expanded sanitary sewer easement to Sheet 1 of 2, as this correction is only being reflected on Sheet 2 of 2;
 - d. Addition of the following to Plat Note #6:
"This Plat of Correction is to add (i) a portion of the sanitary sewer easement not previously shown at a width of 15 feet and impacting Blocks H-J and (ii) detention basin #2 also not previously shown.";
- 2) Approval of utilities, with all utilities to be underground;
 - 3) Approval of engineering;
 - 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 Cooper seconded the motion, and it passed unanimously.

REQUESTS FOR PRELIMINARY APPROVAL:

None.

REQUESTS FOR FINAL APPROVAL:

None.

MISCELLANEOUS REQUESTS OF REQUIRED ACTIONS:

Consideration of a request by Austin Wilson (RealtyLink) for approval of an addendum to the adopted sign package for Springbrook Farm for the two multi-tenant buildings located at the corner of Marconi and Tesla Boulevard (Tax ID 036K A 012.00).

Staff recommended approval of an addendum to the sign package approved on March 19, 2020, for wall signs above the commercial leased spaces within the two multi-tenant buildings located at the corner of Tesla Boulevard and Marconi Boulevard, located on Lot 2R1 of Springbrook Farm (Tax ID 036K A 012.00), as follows:

- 1) That the building-mounted signs be permissible above the commercial tenant spaces for placement above wall awnings and architectural panel mouldings;
- 2) That the signage shall not be illuminated in such a way as to create a nuisance to the residential tenants;
- 3) That approval be provided by the master developer as an addendum to the adopted sign package (Note that the guidelines adopted are part of an approved packaged previously provided by the master developer, approved by the planning commission, and structured to have an approval authority also by a design review committee.

Commissioner Johnson made a motion to approve the addendum to the sign package, subject stipulations as presented. Commissioner Thompson seconded the motion, and it passed unanimously.

CONCEPT PLAN APPROVAL:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

Consideration of a request by Susan Davis (Cope Architecture) for an addition for storage/warehousing for Twin City Auto, located 3046 Airport Highway (Tax ID 026 031.01) (Project # DEV-23-037).

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

- 1) A revised site plan denoting—
 - a. Addition of the design professionals (architect, engineer and/or surveyor) seal and signature to all plan sheets;
- 2) Exterior design elevations that:
 - a. Adequately screening for any roof mounted equipment in view from a public roadway;
 - b. Notation of the percentage of window area being provided for on the elevation in view from a public roadway;
- 3) Addition of accessible public sidewalk along the property's Buick Drive frontage, or an appropriate equivalent, with said to be a minimum of five (5) feet in width and to city specifications (Note that a contribution into the city's sidewalk reserve in lieu of its construction is recommended);
- 4) Approval of engineering, to include stormwater management, if applicable;
- 5) Approval of utilities, with all utilities to be underground;
- 6) Approval by Fire for access and circulation;
- 7) Submission and approval of a landscaping plan by the Alcoa Tree Board;
- 8) Meeting all other city requirements, including building plans review and issuance of the necessary permits.

Commissioner Cooper made a motion to approve the site plan, to include exterior building elevations, subject to the staff's stipulations as presented. Commissioner Rochelle seconded the motion, and it passed unanimously.

Consideration of a request by Jonah Bollinger (Adkins Way MHC, LLC) for relocation of a modular home, located at 269 Adkins Way (Tax ID 017 088.04, 088.05 and 092.01) (Project # DEV-23-036).

Staff recommended site plan approval, subject to the following:

- 1) A revised site plan denoting—
 - a. Addition of "To Be Removed" to the Old Modular unit;
 - b. Revision to the new modular unit to meet the minimum 10-foot side yard setback (Note, the new modular unit shall not be placed across an interior property line);
 - c. Revision to the Certificate of Survey Accuracy to reflect a Category IV survey due to the GPS notation;
 - d. Revision to the following site plan notes:
 1. Revision to Note #3 to reflect the zoning district name and denote per Blount County Zoning and remove Parcel 088.04 from note;

2. Revision to Note #4 to reflect the zoning district name and denote per City of Alcoa Zoning and add Parcel 088.04 to said note;
3. Revision to Note #6 to clarify the acreage noted (Explain is the disturbed area or where this acreage is derived);
- e. Addition to the following site plan notes:
 1. Old Modular unit located at 269 Adkins Way is to be removed prior to the issuance of a building permit for the new modular unit;
 - 2) Approval of engineering;
 - 3) Approval of Alcoa Fire Department for access;
 - 4) Approval of utilities, with all utilities to be underground; and,
 - 5) Meeting all other city requirements, including securing necessary grading and building permits.

Staff noted that should the applicant wish not to relocate the building to comply with the side yard setback minimum, another option available would be to dissolve the interior lot line between the two parcels to combine them into one (1) lot. Staff explained that this would require the submittal of a plat for review and approval at a future meeting.

Commissioner Thompson made a motion to approve the site plan, subject to the staff's stipulations as presented. Commissioner Cooper seconded the motion, and it passed unanimously.

OTHER BUSINESS:

Informational item for improvements to the Chix- Fil-A drive thru, located at 1031 Hunters Crossing.

Staff advised that the item was for information only, as Chick-fil-A was requesting to add a staff-only service door and a Tormax Automatic door to service the drive-thru. It was pointed out by staff that the building footprint would not be changed, only the exterior façade with the new doors and minor site modifications. Specifically, staff informed that the crosswalk was being expanded to align with the new staff-only door to improve visibility as a safety enhancement. Staff added that a safety railing section would also be added for employees exiting the building out to this drive-thru area.

ADJOURNMENT:

There being no further business to come before the commission, Commissioner Rochelle made a motion to adjourn the meeting. Commissioner Johnson seconded the motion, and the meeting was adjourned at 5:51 p.m.



Chairperson, Alcoa Regional/Municipal
Planning Commission


Secretary