

**MINUTES OF THE  
GATLINBURG MUNICIPAL PLANNING COMMISSION  
JULY 20, 2023  
THURSDAY, 4:00 P.M., CITY HALL**

**MEMBERS PRESENT**

Kirby Smith  
Cam Caton  
Larry Claiborne  
Chad Reagan  
Jackie Leatherwood  
Jay Horner

**MEMBERS ABSENT**

Candace Ogle Morton

**OTHERS PRESENT**

James Quarve  
Gus Floodquist

**Staff Representatives:**

Jeff Ownby, Building and Planning Director  
Dalton York, Assistant City Planner  
Joe Barrett, ETDD  
Jodi Bible, Executive Secretary

**CALL TO ORDER AND APPROVAL OF MINUTES**

Chairman Kirby Smith called the meeting to order at 4:00 P.M. The minutes of the May 18, 2023, meeting, were unanimously approved following a motion by Mr. Chad Reagan and a second from Mr. Larry Claiborne.

**STAFF REPORT**

Staff welcomed our new Assistant City Planner, Dalton York, to the Planning Commission Board.

**PETITIONS AND COMMUNICATIONS FROM THE PUBLIC**

**OLD BUSINESS**

**NEW BUSINESS**

**Review and consideration for a revised PUD minor plat approval for “Cambridge Estates, Revision 2,” being Tax Map 117E, Group H, Parcels 1, 2, 3, 4, 5 + 6, located on Johnson Lane and Proffitt Road, R-2 Zone, requested by Cantrell Engineering and Surveying.**

Staff presented the revised PUD minor plat for “Cambridge Estates, Revision 2,” located on Johnson Lane and Proffitt Road. Staff discussed that this original plat was a duplex from the mid-90’s. There are three owners of the twelve (12) unit duplex. This is a re-subdivision that creates parcels for those units, which is how it was done originally as a proposed Planned Unit Development. This revised PUD minor plat is an attempt to simplify parcel ownership.

Following the discussion, Mr. Jay Horner made a motion to approve the request as presented. Mr. Larry Claiborne provided a second with all members voting, “aye.”

**Review and consideration for commercial site plan approval for a laundry addition for “Stony Brook Cabins,” being Tax Map 117, Parcel 238, located at 1665 East Parkway, C-2 Zone, requested by Venture Contracting.**

Staff presented a commercial site plan for a laundry addition for “Stony Brook Cabins,” located at 1665 East Parkway. There is an older house located on the parcel that will be demolished and the laundry addition will be added in its place. The laundry addition is larger than the house footprint, but the addition adheres to all zoning regulations for a C-2 (General Business) District. This will be used by the employees of the rental company and will not be used by patrons. The space will also include additional office spaces.

Following a brief discussion, Mr. Chad Reagan made a motion to approve the request as presented. Mrs. Jackie Leatherwood provided a second with all members voting, “aye.”

**Review and consideration of preliminary site plan for a multi-family development, “Chalet Apartment Complex,” being Tax Map 126O, Group A, Parcel 6, located at Sunset Drive, C-2 Zone, requested by XBT Engineering, LLC.**

Staff presented a preliminary site plan for a multi-family development, “Chalet Apartment Complex,” to be constructed on Sunset Drive. The proposed apartment complex will have twenty-eight (28) units varying between two (2) and three (3) bedrooms. Staff complimented the engineer and architect for their close attention to detail concerning our Hillside Overlay District. This apartment complex will be built into the hillside, and the exterior colors being used on the development allow the complex to seamlessly blend into the hillside. Staff does require some additional information prior to full site plan approval. The items lacking are utility plan, landscaping plan, and any additional engineered retaining wall plans that will be needed as the project ensues.

Following a discussion, Mr. Chad Reagan made a motion to grant preliminary site plan approval for the multi-family development. Mr. Jay Horner provided a second with all members voting, “aye.”

**Review and consideration for commercial site plan approval for “Gatlinburg Apartments 2, LLC,” being Tax Map 126N, Group K, Parcel 34, located at 306 Circle Drive, C-2 Zone, requested by Atlantic Land Companies.**

Staff presented the commercial site plan for “Gatlinburg Apartments 2, LLC,” located at 306 Circle Drive. The commercial site plan is for a twelve (12) unit apartment complex. Staff mentioned that the lot is already paved and currently being used for overflow parking. The aesthetic will match the other Mountain Brook Apartment complex located at 234 Circle Drive. All items required for commercial site plan approval are included in this submission-utilities, landscaping, sanitation, zoning, etc.

Following a discussion, Mr. Chad Reagan made a motion to approve the request as presented. Mr. Jay Horner provided a second with all members voting, “aye.”

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**Review and consideration for commercial site plan approval for “Bigfoot Coffee,” being Tax Map 117, Parcel 221, located at on Glades Road, C-2 Zone, requested by Cantrell Engineering and Surveying.**

This item was removed from the agenda per the applicant.

**Unscheduled Items**

**Adjournment**

The meeting was adjourned at 4:12 p.m. upon a motion by Mr. Larry Claiborne and second by Mr. Chad Reagan.

**Approved:**

*Jacque Leatherwood*  
**Planning Commission Secretary**

9/21/23  
**Date**