

**MINUTES OF THE
GATLINBURG MUNICIPAL PLANNING COMMISSION
MAY 22, 2025
THURSDAY, 4:00 P.M., CITY HALL**

MEMBERS PRESENT

Kirby Smith
Larry Claiborne
Cam Caton
Candance Ogle Morton
Jackie Leatherwood

MEMBERS ABSENT

Jay Horner
Chad Reagan

OTHER PRESENT

Staff Representatives: Dalton York, Planning Director
Ekem Amonoo-Larsen, ETDD

CALL TO ORDER AND APPROVAL OF MINUTES

Planning Commission Chairman, Mr. Kirby Smith, called the meeting to order at 4:05 P.M. The minutes of the April 24, 2025, meeting were unanimously approved following a motion by Ms. Jackie Leatherwood and Mr. Larry Claiborne.

STAFF REPORT

PETITIONS AND COMMUNICATIONS FROM THE PUBLIC

OLD BUSINESS

NEW BUSINESS

Review and consideration of a right-of-way use request for "Westgate," being Tax Map 116N, Group A, Parcels 6 and 6.01, C-2 Zone, located at 219 N. Mountain Trail, requested by Compass Ventures.

Staff presented the request for a proposed right-of-way use for "Westgate," being Tax Map 116N, Group A, Parcels 6 and 6.01, C-2 Zone, located at 219 N. Mountain Trail. The City received a request to utilize a portion of the City right-of-way for the construction of a crosswalk and approximately 145 linear feet of sidewalk. This proposed improvement will enhance safety by providing a dedicated pedestrian path for Westgate development workers, who currently must walk along the roadway of N. Mountain Trail between their parking lot and job sites. Westgate will be responsible for maintaining the new sidewalk. A bond will be required, as the proposed work is within City right-of-way. Required crosswalk signals and signage, which were discussed with the applicant but are not yet shown on the plans, will be installed with a minimum seven (7) foot clearance, as recommended by the Street Department. Both the Gatlinburg Street and Utilities Department have reviewed and approved the request as it's being presented. Applicable regulations include Municipal Code Title 16 (Excavation and Cuts); Section 204 (Bond); Subdivision Regulations, Article III, Section A (Streets), Section H (Planned Unit Developments)

Following a brief discussion, Mr. Larry Claiborne made a motion to recommend the right-of-way use to the Board of Commissioners for their review and consideration. Ms. Jackie Leatherwood provided a second with all members voting, “aye.”

Review and consideration for a right-of-way abandonment at 640 Tank Hill Road, being Tax Map 117E, Group C, Parcel 28, R1-A Zone, requested by Timothy Wallace.

Staff presented the request for a right-of-way abandonment located at 640 Tank Hill Road, being Tax Map 117E, Group C, Parcel 28, R1-A Zone. The item is to abandon approximately 290 square feet of City right-of-way. The request comes following a found violation by the property owner after the requested a survey for the property. Currently, the current dwelling is constructed over the applicant’s property line and is partly located within the City’s right-of-way. The dwelling is an old building and dates back roughly to the early 1980’s. When discussing the matter with the Street Department, it was confirmed that the portion in which the encroachment was found upon is unused and unimproved right-of-way. Public Works has given their approval to proceed with request. Applicable regulations- Article VIII, being the Area, Yard, and Height Requirements.

Following a brief discussion, Ms. Jackie Leatherwood made a motion to recommend the Right-of-Way abandonment to the Board of Commissioners for their review and consideration. Ms. Candance Ogle Morton provided a second with all members voting, “aye.”

Review and consideration for final PUD site plan approval for “Franklin Ridge at the Glades, LLC,” being Tax Map 117D, Group A, Parcel 24, R-2 Zone, located at 811 Franklin Drive, requested by Dustin Cole.

Staff presented the request for final PUD site plan approval for “Franklin Ridge at the Glades, LLC,” being Tax Map 117D, Group A, Parcel 24, R-2 Zone. The proposed development consists of four distinct buildings, housing a total of 22 residential units. The unit breakdown includes two (2) bedroom units and 20 three-bedroom units, which will be available in three different layouts configurations. Parking provisions include 41 spaces, exceeding the minimum requirement of 39 spaces for the unit types offered.

A detailed landscaping plan and the required tree survey have been provided. The plan specifies the creation of five interior landscape islands that will feature 22 trees and shrubs. Furthermore, the plan accounts for the removal of 30 existing trees during construction by proposing 90 replacement trees. Both the submitted landscaping plan and the replanting schedules are in full compliance with the minimum required amounts for the parking area and effectively address the impact of tree removal. Applicable regulations-Article IV, Section 402 (Off-street automobile parking), Section 406 (Planned Unit Development); Article VII, Section 703 (R-2 Medium Density Residential District).

Following a brief discussion, Mr. Larry Claiborne made a motion to approve the final PUD site plan as presented. Mr. Cam Caton provided a second with all members voting, “aye.”

Review and consideration for final commercial site plan approval for “Creek Stone Properties,” being Tax Map 117D, Group A, Parcel 26, C-5 Zone, located at 744 Powdermill Road, requested by Creek Stone Properties LLC.

Staff presented the request for final commercial site plan approval for "Creek Stone Properties," being Tax Map 117D, Group A, Parcel 26 C-5 Zone, located at 744 Powdermill Road. The request involves the conversion of an existing commercial building into three residential units. Previously, the structure served as a single commercial shop. Due to this change of use and the increase in the number of units, Planning Commission final approval is required before permits can be issued. The proposal includes one 2-bedroom unit and two 3-bedroom units, each offered in different configurations. The development provides ten (10) parking spaces, which satisfies the requirement for six spaces based on the unit sizes. A landscaping plan has also been submitted for the Board's review. It is noted that a non-conforming rear setback is visible on the site plan; however, this will not need to be brought into conformity because the decks were existing prior to the previous commercial use. Applicable regulations: Article IV, Section 402 (Off-street automobile parking); Section 407 (Site Plan Regulations for Multi-Family); Article VII, Section 710-C-5 (Crafts Commercial) District.

Following a brief discussion, Mr. Larry Claiborne made a motion to approve the commercial site plan as presented. Mr. Cam Caton provided a second with all members voting, "aye."

Unscheduled Items

A request for final PUD site plan approval for "Winfield Heights," being Tax Map 126O, Group B, Parcels 33 and 34, C-2 Zone, requested by CEC, Inc.

Staff presented a PUD site plan for approval during unscheduled items due to the request not being provided to staff prior to the Planning Commission deadline. The item was presented on May 6, 2025, to the Board of Zoning Appeals for a special exception for a side yard setback encroachment from the required 25' to 17.7'. The special exception was granted to the requestor subject to enhanced landscaping on the western and southern section, but not to infringe upon future roadway, of the commercial PUD. The requestor provided Staff with the updated landscaping plan the morning of the Planning Commission meeting. Due to timing, Staff was still able to confirm the plan was sufficient, and that the request complies with the stipulations of approval. Applicable regulations: Section 406.2.5, Planned Unit Development.

Following a brief discussion, Mr. Cam Caton made a motion to approve the PUD site plan approval as presented. Mr. Larry Claiborne provided a second with all members voting, "aye."

Adjournment

The meeting was adjourned at 4:18 p.m. upon a motion by Mr. Larry Claiborne and a second motion provided by Mr. Cam Caton.

Approved:

Jackie Leatherwood
Planning Commission Secretary

6.19.25

Date

