



SUBDIVISION REPORT - CONCEPT

▶ **FILE #:** 3-SE-25-C **AGENDA ITEM #:** 49
 POSTPONEMENT(S): 3/13/2025 **AGENDA DATE:** 4/10/2025

▶ **SUBDIVISION:** ISABEL ESTATES

▶ **APPLICANT/DEVELOPER:** EAGLE BEND DEVELOPMENT, LLC

OWNER(S): Eagle Bend Development LLC

TAX IDENTIFICATION: 20 K B 068, 070 & 071 [View map on KGIS](#)

JURISDICTION: County Commission District 8

STREET ADDRESS: 0 MOONBEAM LN (0 NIGHT SHADE LN)

▶ **LOCATION:** **North, east, and south sides of Moonbeam Ln and Night Shade Ln, north of Tall Shadow Ln**

GROWTH POLICY PLAN: Planned Growth Area

FIRE DISTRICT: Rural Metro Fire

WATERSHED: Beaver Creek

▶ **APPROXIMATE ACREAGE:** 5.67 acres

▶ **ZONING:** PR (Planned Residential) up to 3 du/ac

▶ **EXISTING LAND USE:** Agriculture/Forestry/Vacant Land

▶ **PROPOSED USE:** Detached residential subdivision

SURROUNDING LAND USE AND ZONING: North: Agriculture/forestry/vacant land - A (Agricultural)
 South: Agriculture/forestry/vacant land, single family residential (under construction) - PR (Planned Residential) up to 3 du/ac
 East: Agriculture/forestry/vacant land - A (Agricultural), PR (Planned Residential) up to 3 du/ac
 West: Agriculture/forestry/vacant land - PR (Planned Residential) up to 3 du/ac

▶ **NUMBER OF LOTS:** 24

SURVEYOR/ENGINEER: Robert G. Campbell, PE Robert G. Campbell and Associates

ACCESSIBILITY: Access is via Moonbeam Lane, a local street with 26-ft of pavement width within a 50-ft right-of-way; and via Night Shade Lane, a local street with 26-ft of pavement width within a 50-ft right-of-way.

▶ **SUBDIVISION VARIANCES REQUIRED:** None.

STAFF RECOMMENDATION:

▶ **Approve the modification of condition #3 for the Isabel Estates concept plan (10-SC-21-C) as request by the applicant in condition #1, subject to 2 conditions.**

1) As recommended by the Transportation Impact Study and Knox County Engineering and Public Works, a maximum of 66 lots may be platted before the left turn lane on E. Emory Road has been installed by the applicant, or future improvements to E. Emory Road that includes an eastbound left turn lane at the Brackett Road intersection, are complete, or a signed (executed) Memorandum of Understanding between the applicant

and Knox County, an executed permit has been issued by the Tennessee Department of Transportation, and a notice to proceed has been issued by Knox County.

2) All other aspects of the Isabel Estates concept plan approval (10-SC-21-C) remain unchanged and effective.

COMMENTS:

This request is to modify condition #3 of the approved concept plan for Isabel Estates (10-SC-21-C / 10-E-21-UR), which restricts the subdivision to 66 platted lots before improvements to the E. Emory Road intersection are complete (see below for the full condition). The subdivision was approved for up to 90 lots. The plat for the first phase of Isabel Estates was recorded in November 2023 with 66 lots. The remaining 24 lots cannot be platted until the turn lane is installed on E. Emory Road.

When Isabel Estates was approved in 2021, Knox County had not yet created the Memorandum of Understanding (MOU) process, where off-site improvements are paid for by the applicant, but the work is implemented by Knox County Engineering and Public Works. The requested modification to condition #3 allows an executed MOU between the applicant and the County as an option for allowing the remaining 24 lots to be platted. With this modification, the lots can be platted once the turn lane construction is ready to start.

See Exhibit B for the recommendations and conclusions of the Isabel Estates Transportation Impact Analysis (Study), by Fulghum MacIndoe & Associates, revised 9/24/2021.

Condition #3 – current

As recommended by the Transportation Impact Study and Knox County Engineering and Public Works, a maximum of 66 lots may be platted before the left turn lane on E. Emory Road has been installed by the applicant, or future improvements to E. Emory Road that includes an eastbound left turn lane at the Brackett Road intersection, are complete.

Condition #3 – modification

Add to the end, "... , or a signed (executed) Memorandum of Understanding between the applicant and Knox County, an executed permit has been issued by the Tennessee Department of Transportation, and a notice to proceed has been issued by Knox County."

ESTIMATED TRAFFIC IMPACT: A traffic impact study was prepared by the applicant. The findings of that study were used in formulating the recommendations of this staff report.

ESTIMATED STUDENT YIELD: 10 (public school children, grades K-12)

Schools affected by this proposal: Gibbs Elementary, Gibbs Middle, and Gibbs High.

- Potential new school population is estimated using locally-derived data on public school student yield generated by new housing.
- Students are assigned to schools based on current attendance zones as determined by Knox County Schools. Students may request transfers to different zones, and zone boundaries are subject to change.
- Estimates presume full build-out of the proposed development. Build-out is subject to market forces, and timing varies widely from proposal to proposal.
- Student yields from new development do not reflect a net addition of children in schools. Additions occur incrementally over the build-out period. New students may replace current population that ages through the system or moves from the attendance zone.

Knoxville-Knox County Planning Commission's approval or denial of this request is final, unless the action is appealed to Knox County Chancery Court. The date of the Knox County Chancery Court appeal hearing will depend on when the appeal application is filed.



Request to Postpone • Table • Withdraw

Eagle Bend Development, LLC

3/5/2025

Applicant Name (as it appears on the current Planning Commission agenda)

Date of Request

3/13/2025

Scheduled Meeting Date

	File Number(s)
3-SE-25-C	

POSTPONE

POSTPONE: All applications are eligible for postponement if the request is received in writing and paid for by noon on Thursday the week prior to the Planning Commission meeting. All requests must be acted upon by the Planning Commission, except new applications which are eligible for one 30-day automatic postponement. If payment is not received by the deadline, the item will be tabled.

SELECT ONE: 30 days 60 days 90 days

Postpone the above application(s) until the 4/10/2025 Planning Commission Meeting.

WITHDRAW

WITHDRAW: Applications may be withdrawn automatically if the request is received in writing no later than 3:30pm on Thursday the week prior to the Planning Commission meeting. Requests made after this deadline must be acted on by the Planning Commission. Applicants are eligible for a refund only if a written request for withdrawal is received no later than close of business 2 business days after the application submittal deadline and the request is approved by the Executive Director or Planning Services Manager.

TABLE

**The refund check will be mailed to the original payee.*

TABLE: Any item requested for tabling must be acted upon by the Planning Commission before it can be officially tabled. There is no fee to table or untable an item.

AUTHORIZATION

By signing below, I certify I am the property owner, and/or the owners authorized representative.

	Scott Davis
Applicant Signature	Please Print
(865) 693-3356	swd444@gmail.com
Phone Number	Email

STAFF ONLY

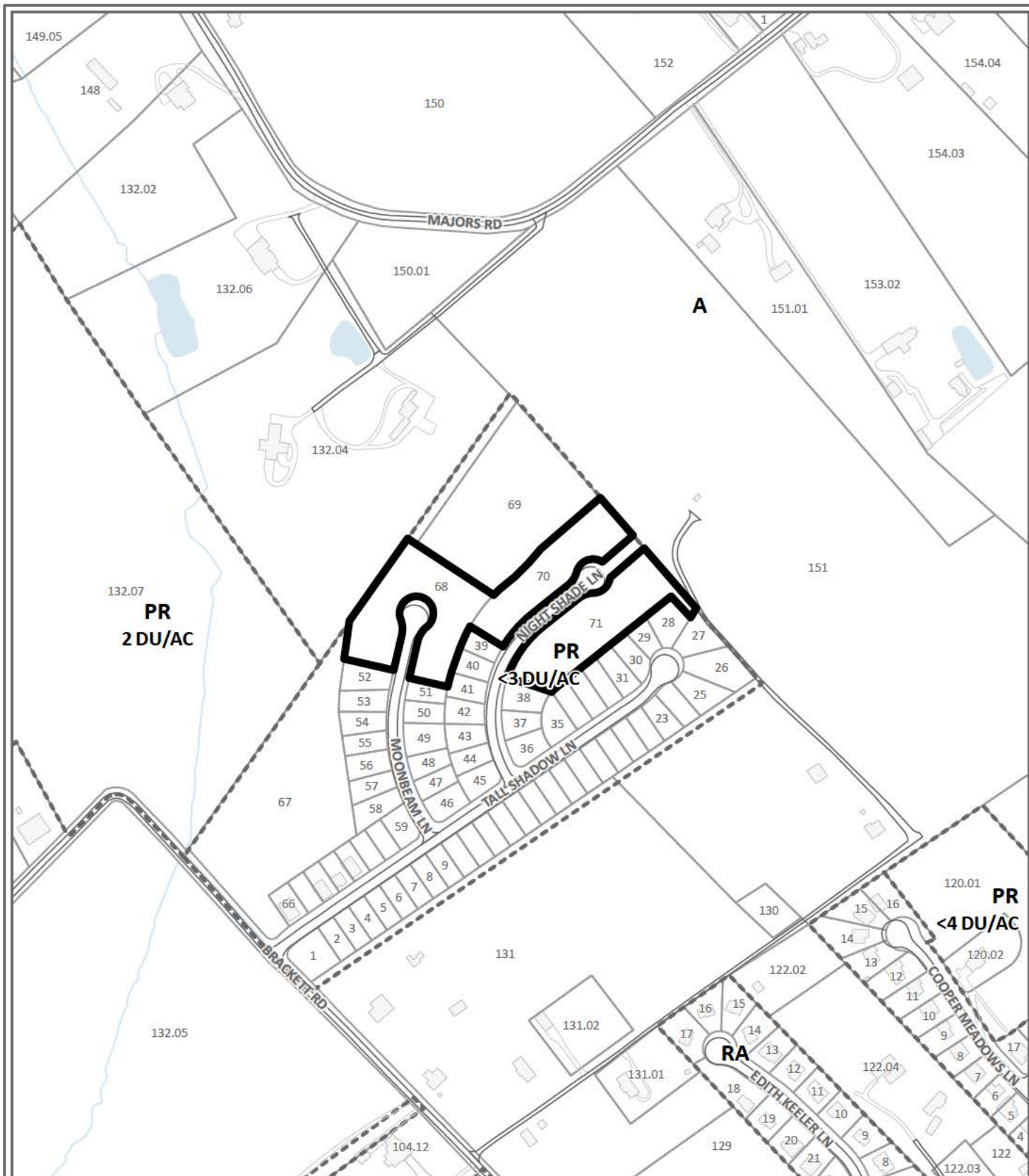
	Michael Reynolds	
Staff Signature	Please Print	Date Paid

No Fee

Eligible for Fee Refund? Yes No Amount:

Approved by: _____ Date: _____

Payee Name _____ Payee Phone _____ Payee Address _____



CONCEPT PLAN

3-SE-25-C

Petitioner: Eagle Bend Development, LLC



Detached residential subdivision in PR (Planned Residential) <3 DU/AC

Map No: 20
Jurisdiction: County

Original Print Date: 1/31/2025
 Knoxville - Knox County Planning Commission * City / County Building * Knoxville, TN 37902

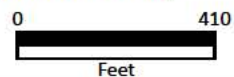
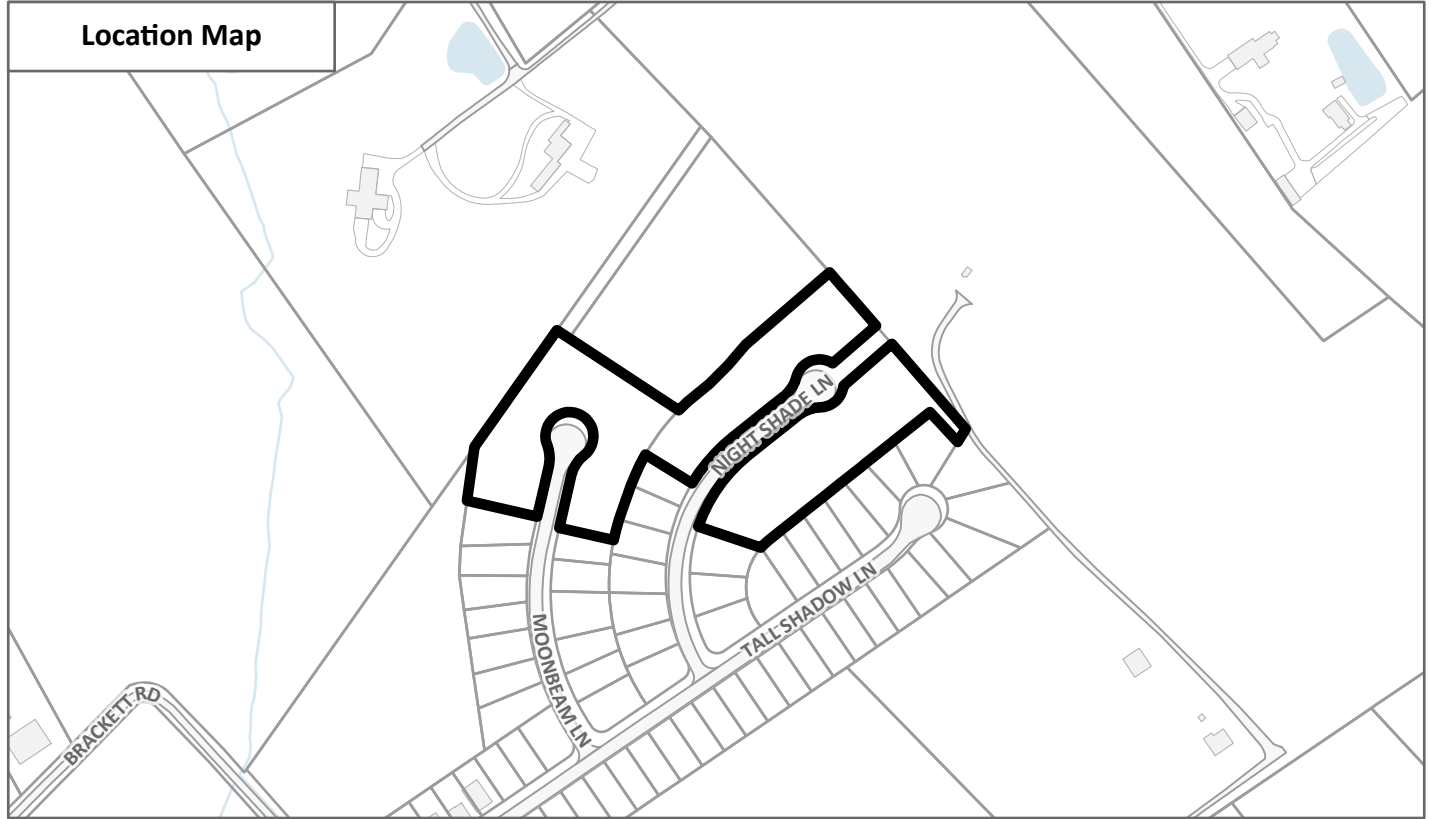
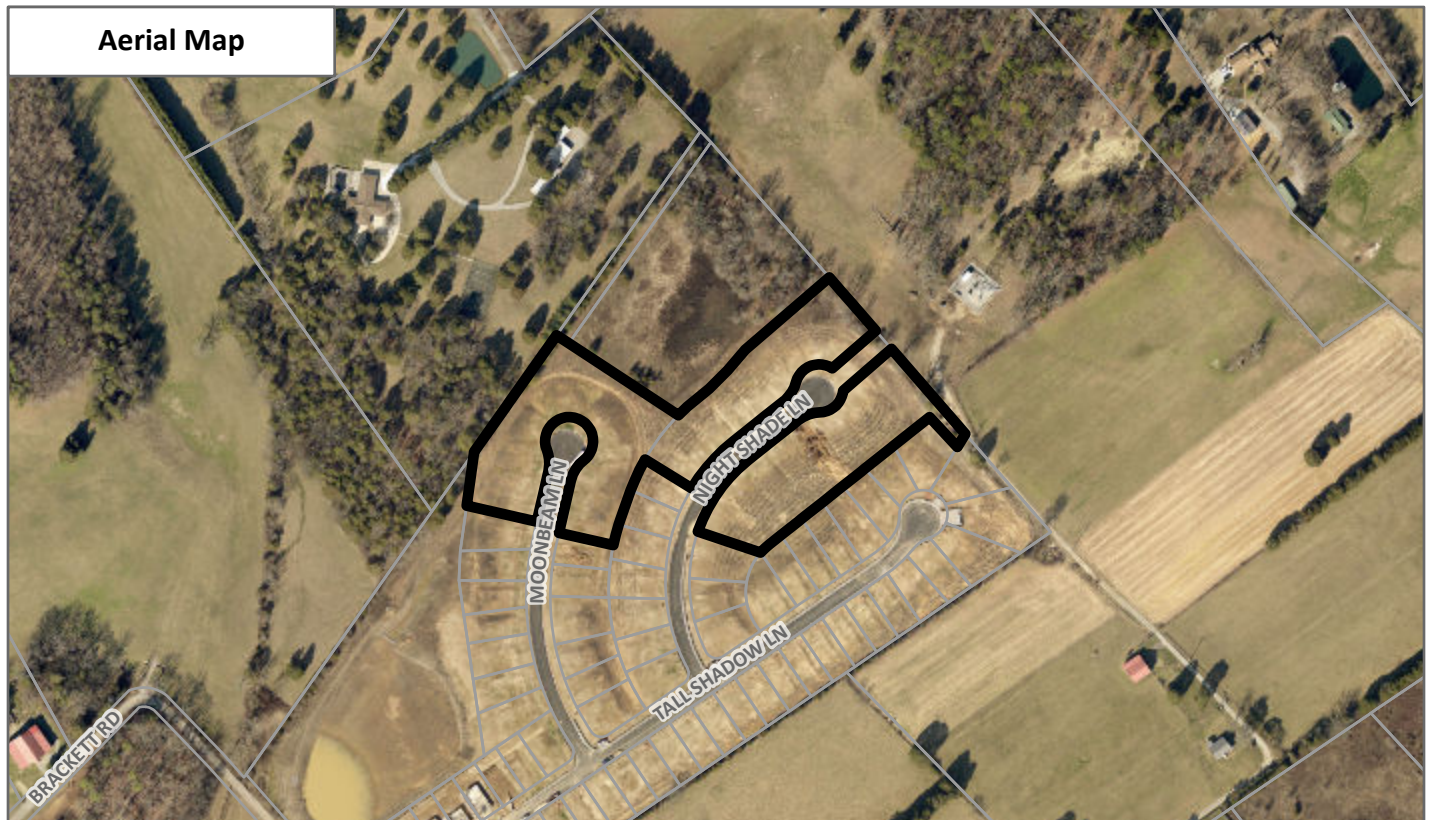


Exhibit A. Contextual Images

Location Map



Aerial Map

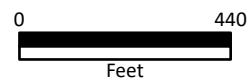


CONTEXTUAL MAPS 1

3-SE-25-C



Case boundary



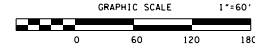
3-SE-25-C submitted 1/24/2025

Certification of Concept Plan.
I hereby certify that I am a registered engineer, licensed to practice engineering under the laws of the State of Tennessee. I further certify that the plan and accompanying drawings, documents and statements conform to all applicable provisions of the Knoxville-Knox County Subdivision Regulations except as has been itemized and described in a report filed with the Metropolitan Planning Commission.

Registered Engineer
Tennessee Certificate No. 105841

NOTES:

- 1) DETENTION PONDS TO BE CONSTRUCTED AS FIRST ITEM AND USED FOR SEDIMENT CONTROL DURING CONSTRUCTION.
- 2) EXISTING CONTOURS FROM K.G.I.S.
- 3) THE HOMEOWNERS ASSOCIATION WILL BE RESPONSIBLE FOR MAINTAINING STORM WATER FACILITIES ON THIS PROPERTY.
- 4) ACCESS TO ALL UNITS FROM INTERNAL ROAD SYSTEM ONLY.
- 5) THE OWNER IS RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF CONSTRUCTION SITE POLLUTION PREVENTION CONTROLS THROUGHOUT THE LIFE OF THE PROJECT.
- 6) A UTILITY AND DRAINAGE EASEMENT EXISTS TEN (10) FEET IN WIDTH INSIDE ALL EXTERIOR LOT LINES ADJOINING STREETS AND PRIVATE RIGHTS-OF-WAY. A UTILITY AND DRAINAGE EASEMENT EXISTS FIVE (5) FEET IN WIDTH ALONG ALL OTHER EXTERIOR LOT LINES AND ALONG BOTH SIDES OF ALL INTERIOR LOT LINES.
- 7) CENTRALIZED CLUSTER MAILBOXES WILL BE COORDINATED WITH THE U.S. POSTAL SERVICE.

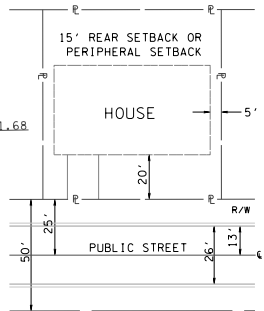


020 132.04
WORLEY, BEVERLY
DEED: 2051/249

020 132.07
PRICE, ROBERT
DEED: 201711220032394

SITE

LOCATION MAP
NO SCALE

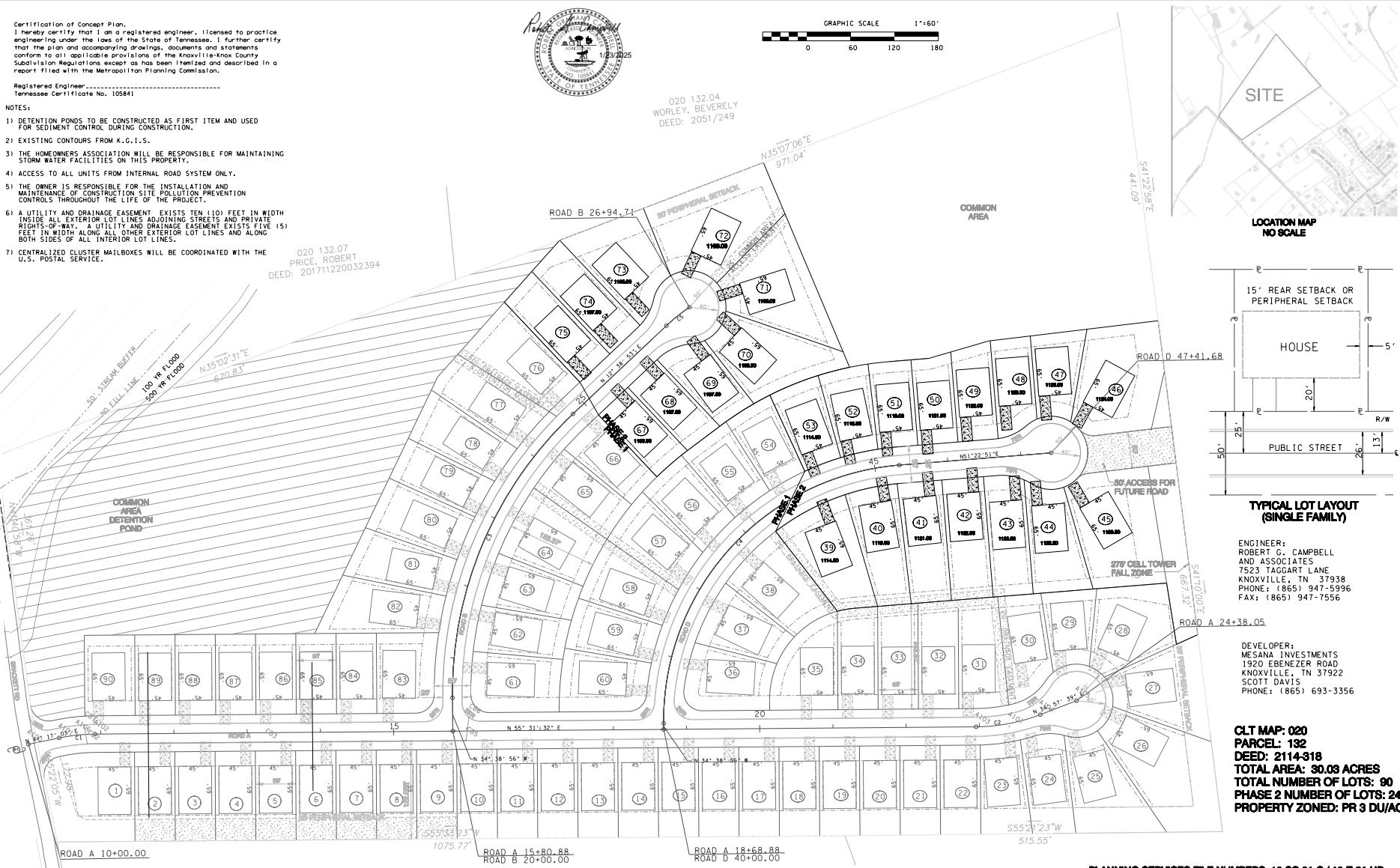


TYPICAL LOT LAYOUT
(SINGLE FAMILY)

ENGINEER:
ROBERT G. CAMPBELL
AND ASSOCIATES
7523 TAGGART LANE
KNOXVILLE, TN 37938
PHONE: (865) 947-5996
FAX: (865) 947-7556

DEVELOPER:
MESANA INVESTMENTS
1920 EBENEZER ROAD
KNOXVILLE, TN 37922
SCOTT DAVIS
PHONE: (865) 693-3356

CLT MAP: 020
PARCEL: 132
DEED: 2114-318
TOTAL AREA: 30.03 ACRES
TOTAL NUMBER OF LOTS: 90
PHASE 2 NUMBER OF LOTS: 24
PROPERTY ZONED: PR 3 DU/AC



PLANNING SERVICES FILE NUMBERS: 10-SC-21-C / 10-E-21-UR

NO.	DATE	DESCRIPTION	DESIGNED BY	CHECKED BY
1	9-18-24	CONCEPT REVISED FOR NEW TIS	EJM	RGC
REVISIONS				

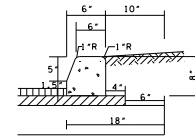


ROBERT G. CAMPBELL & ASSOC., LP.
CONSULTING ENGINEERS
KNOXVILLE, TENNESSEE

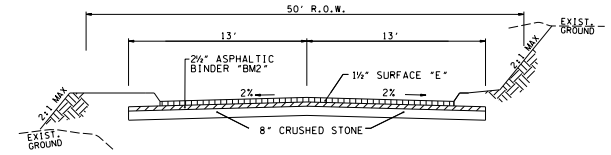
ISABEL ESTATES PHASE 2
CONCEPT PLAN

GENERAL LAYOUT
PLAN VIEW

DESIGNED BY	CHECKED BY	SCALE	SHEET NO.
EJM	RGC	1" = 60'	ONE
DRAWN BY	DATE	FILE NO.	OF
EJM	1-29-25	21187	3



STANDARD DETAIL OF EXTRUDED CURB

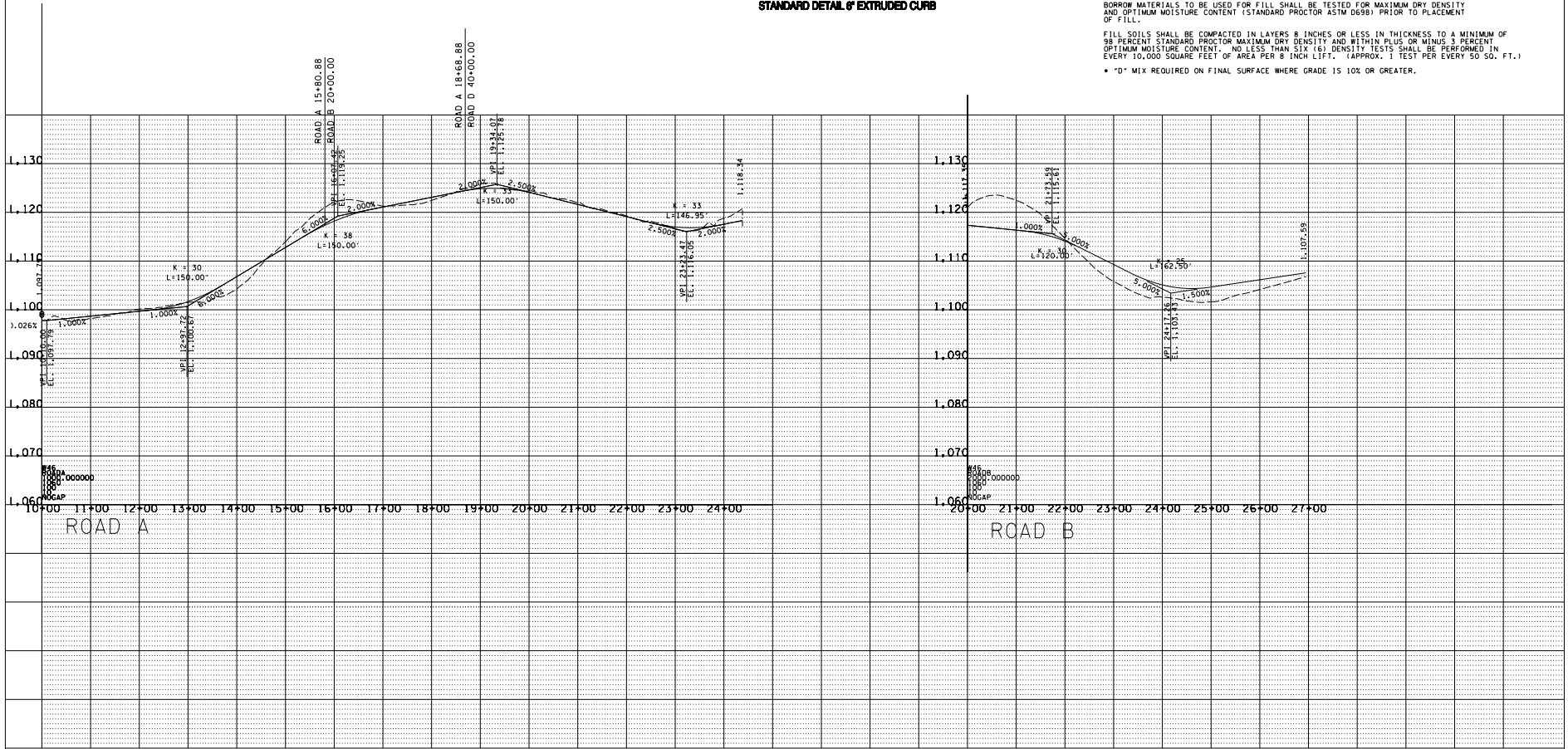


TYPICAL 2 LANE STREET PUBLIC ROADS

BORROW MATERIALS TO BE USED FOR FILL SHALL BE TESTED FOR MAXIMUM DRY DENSITY AND OPTIMUM MOISTURE CONTENT (STANDARD PROCTOR ASTM D698) PRIOR TO PLACEMENT OF FILL.

FILL SOILS SHALL BE COMPACTED IN LAYERS 8 INCHES OR LESS IN THICKNESS TO A MINIMUM OF 98 PERCENT STANDARD PROCTOR MAXIMUM DRY DENSITY AND WITHIN PLUS OR MINUS 3 PERCENT OPTIMUM MOISTURE CONTENT. NO LESS THAN SIX (6) DENSITY TESTS SHALL BE PERFORMED IN EVERY 10,000 SQUARE FEET OF AREA PER 8 INCH LIFT. (APPROX. 1 TEST PER EVERY 50 SQ. FT.)

* "D" MIX REQUIRED ON FINAL SURFACE WHERE GRADE IS 10% OR GREATER.



PLANNING SERVICES FILE NUMBERS: 10-SC-21-C / 10-E-21-UR

1	9-18-24	CONCEPT REVISED FOR NEW T15	EJM	RGC
NO.	DATE	DESCRIPTION	BY	CHKD.
REVISIONS				



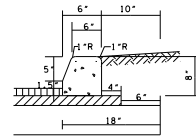
ROBERT G. CAMPBELL & ASSOC., L.P.
CONSULTING ENGINEERS
KNOXVILLE, TENNESSEE

ISABEL ESTATES PHASE 2
CONCEPT PLAN

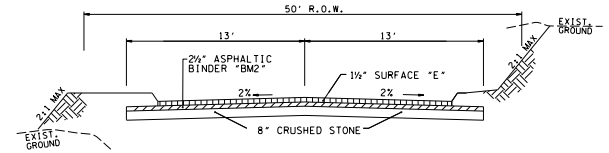
ROAD A & B PROFILES

DESIGNED BY	EJM	CHECKED BY	RGC	SCALE	HORIZONTAL	1"=100'	VERTICAL	1"=10'
DRAWN BY	EJM	DATE	1-25-25	FILE NO.	21187			

SHEET TWO
NO. **2**
OF 3 SHEETS



STANDARD DETAIL OF EXTRUDED CURB

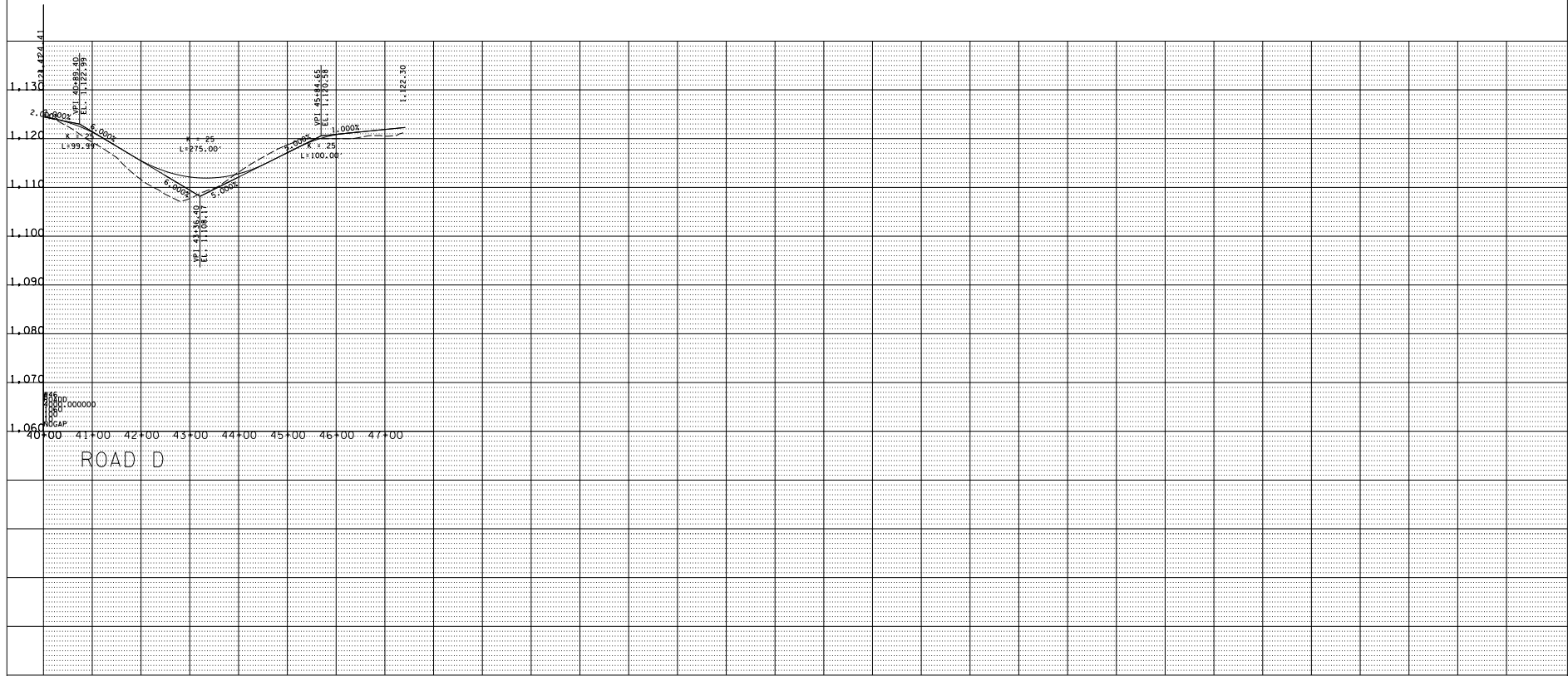


**TYPICAL 2 LANE STREET
PUBLIC ROADS**

BORROW MATERIALS TO BE USED FOR FILL SHALL BE TESTED FOR MAXIMUM DRY DENSITY AND OPTIMUM MOISTURE CONTENT (STANDARD PROCTOR ASTM D698) PRIOR TO PLACEMENT OF FILL.

FILL SOILS SHALL BE COMPACTED IN LAYERS 8 INCHES OR LESS IN THICKNESS TO A MINIMUM OF 98 PERCENT STANDARD PROCTOR MAXIMUM DRY DENSITY AND WITHIN PLUS OR MINUS 3 PERCENT OPTIMUM MOISTURE CONTENT. NO LESS THAN SIX (6) DENSITY TESTS SHALL BE PERFORMED IN EVERY 10,000 SQUARE FEET OF AREA PER 8 INCH LIFT. (APPROX. 1 TEST PER EVERY 50 SQ. FT.)

* "D" MIX REQUIRED ON FINAL SURFACE WHERE GRADE IS 1% OR GREATER.



PLANNING SERVICES FILE NUMBERS: 10-SC-21-C / 10-E-21-UR

NO.	DATE	DESCRIPTION	BY	CKD.
1	9-18-24	CONCEPT REVISED FOR NEW TIS	EJM	RCG
REVISIONS				



ROBERT G. CAMPBELL & ASSOC., L.P.
CONSULTING ENGINEERS
KNOXVILLE, TENNESSEE

ISABEL ESTATES PHASE 2
CONCEPT PLAN

ROAD D PROFILE

DESIGNED BY	CHECKED BY	SCALE	SHEET TWO
EJM	RCG	1"=100' HORZ. 1"=10' VERT.	NO. (2)
DRAWN BY	DATE	FILE NO.	OF 3 SHEETS
EJM	1-23-25	21187	

ISABEL ESTATES
Transportation Impact Analysis
E Emory Road (SR 131)
Knoxville, TN

**A Transportation Impact Analysis for the Isabel Estates
Subdivision**

Submitted to

Knoxville - Knox County Planning

Revised September 23, 2021
August 27, 2021
FMA Project No. 588.012

Submitted By:



3-SE-25-C

[Original concept plan file #
10-SC-21-C / 10-E-21-UR]
TIS Revision 1
9/24/2021

6 Turn Lane Warrant Analysis

The intersection of E Emory Road (SR 131) at Brackett Road was evaluated to determine if a westbound right turn lane or an eastbound left turn lane are warranted. The Knox County Department of Engineering and Public Works handbook, "Access Control and Driveway Design Policy," was used to analyze the information.

A westbound right turn lane is not warranted during either the AM or PM peak hour after the full buildout of the Isabel Estates.

An eastbound left turn lane is warranted during the PM peak hour due to the high volume of existing traffic on E Emory Road (SR 131). During the PM peak hour the through volume on E Emory Road (SR 131) is 600 vehicles per hour which puts the maximum allowed left turns before a warrant is met to between 15 left turns and 20 left turns depending on the assumption for the background growth rate. FMA assumed a conservative 2% growth rate but anything less than 2% would result in an estimated through volume on E Emory Road (SR 131) to be less than 600.

FMA calculated that 44 single family lots will increase the left turns to 15 and 66 single family lots will increase the left turns to 20; therefore, no more than 66 single family homes can be built before a left turn lane will be required at the intersection of E Emory Road (SR 131) at Brackett Road.

The turn lane warrant worksheets and analysis are included in Attachment 8.

7 Conclusions and Recommendations

7.1 E Emory Road (SR 131) @ Brackett Road

The existing, background and full buildout conditions at the unsignalized intersection of E Emory Road (SR 131) at Brackett Road were analyzed using the Highway Capacity Software (HCS7).

The existing and background traffic conditions for the eastbound left turn movement (E Emory Road (SR 131)) operate at a LOS A during both the AM and PM peak hours and the southbound approach (Brackett Road) operates at a LOS C during both the AM and PM peak hours.

After the completion of the Isabel Estates residential development the full buildout traffic conditions for the intersection of E Emory Road (SR 131) at Brackett Road will operate as follows. The eastbound left turn movement (E Emory Road (SR 131)) will

operate at a LOS A during both the AM and PM peak hours. The southbound approach (Brackett Road) will operate at a LOS C during the AM peak hour and a LOS D during the PM peak hour.

The 95% queue length is defined as the queue length that has only a 5-percent probability of being exceeded during the analysis time period. The 95% queue length is typically used to determine the length of turning lanes in order to minimize the risk of blockage.

The unsignalized intersection capacity analysis shows the full buildout 95% queue length for the southbound approach (Brackett Road) of 1.1 car lengths during both the AM and PM peak hours. The distance between E Emory Road (SR 131) and the first driveway connection on Brackett Road is approximately 70 feet, which will allow up to three cars to queue before blocking the driveway connection. Based on the HCS7 queue analysis the existing storage at the intersection of E Emory Road (SR 131) at Brackett Road is adequate and no improvements to the intersection are necessary in order to accommodate the Isabel Estates residential development.

A westbound right turn lane on E Emory Road (SR 131) is not warranted and an eastbound left turn lane is warranted during the PM peak hour per the Knox County Department of Engineering and Public Works handbook, "Access Control and Driveway Design Policy."

FMA recommends that no more than 66 single family lots be built before re-evaluating the warrant for a left turn lane. The need for a left turn lane will be mitigated as long as the TDOT road widening project on E Emory Road (SR 131) remains active and on schedule.

The minimum required sight distance for a road with a posted speed limit of 45 mph is 450 feet in each direction in accordance with the "Knoxville-Knox County Subdivision Regulations" amended through February 13, 2020. FMA measured the sight distance at the existing intersection of E Emory Road (SR 131) at Brackett Road in September 2021. At 15 feet from the edge of pavement the existing sight distance is 400 feet eastbound and 450 feet westbound. The inadequate sight distance eastbound is caused by the existing roadway profile.

7.2 Brackett Road @ Driveway Connection Road "A"

Brackett Road is not classified by the Major Road Plan; therefore, it is considered a local street. The minimum intersection spacing required on a local street is 125 feet per the "Knoxville-Knox County Subdivision Regulations" amended through February 13, 2020. The Driveway Connection Road "A" is located approximately 2,210 feet

north of the intersection with E Emory Road (SR 131) and exceeds the typical minimum separation on a local street; therefore, no change is necessary.

The minimum required sight distance for a road with a posted speed limit of 25 mph is 250 feet in each direction in accordance with the “Knoxville-Knox County Subdivision Regulations” amended through February 13, 2020. FMA measured the sight distance at the proposed intersection of Brackett Road at Driveway Connection Road “A” in August 2021. At 15 feet from the edge of pavement the sight distance at the proposed intersection is greater than 250 feet northbound and southbound; however, the southbound sight distance is partially blocked due to the existing trees and vegetation located within the right-of-way.

FMA recommends that the sight distance be re-evaluated in the field after the completion of the proposed Isabel Estates residential development to ensure that the sight distance complies with the requirements for Knox County Engineering and Public Works.

Road “A”, Road “B”, Road “C” and Road “D” will have a width of 26 feet in accordance with the “Knoxville-Knox County Subdivision Regulations” amended through February 13, 2020.

Any required sight distance easements for the internal subdivision intersections of Road “A”, Road “B”, Road “C” and Road “D” should be coordinated with Knox County Engineering and Public Works and included on the final design drawings prior to construction of the subdivision.

7.3 Brackett Road

Per AASHTO “Guidelines for Geometric Design of Low-Volume Roads” Brackett Road is classified as a Rural Minor Access Road with its sole function to provide access to adjacent property. The minimum required roadway width for a minor access road with a 25 mph design speed is 18 feet. All low-volume roads have a maximum average daily traffic volume of 2,000 vehicles per day or less.

The existing width of Brackett Road between E Emory Road and the driveway connection (Road “A”) varies between 18 feet and 20 feet and the length of Brackett Road between Bell Road and E Emory Road (SR 131) is 6,540 LF.

Print the application and fill out the form at your convenience.
Sign the application digitally (or print, sign, and scan).

OR email it to applications@knoxplanning.org
Knoxville-Knox County Planning offices

[Reset Form](#)



Development Request

DEVELOPMENT

- Development Plan
- Planned Development
- Use on Review / Special Use
- Hillside Protection COA

SUBDIVISION

- Concept Plan
- Final Plat

ZONING

- Plan Amendment
 - SP
 - PA
- Rezoning

Eagle Bend Development, LLC		Owner
Applicant Name		Affiliation
1/24/2025	3/13/2025	File Number(s)
Date Filed	Meeting Date (if applicable)	

CORRESPONDENCE *All correspondence related to this application should be directed to the approved contact listed below.*

Applicant
 Property Owner
 Option Holder
 Project Surveyor
 Engineer
 Architect/Landscape Architect

Scott Davis	Eagle Bend Development, LLC		
Name	Company		
P.O. Box 11315	Knoxville	TN	37939
Address	City	State	ZIP
(865) 693-3356	[REDACTED]		
Phone	Email		

CURRENT PROPERTY INFO

Property Owner Name (If different)	Property Owner Address	Property Owner Phone
Moonbeam Lane / Night Shade Lane	020KB068 / 020KB070 / 020KB071	
Property Address	Parcel ID	
HPUD	HPUD	N
Sewer Provider	Water Provider	Septic (Y/N)

COMMUNITY ENGAGEMENT *Sign and return the Public Notice & Community Engagement form with this application.*

Planning strives to provide community members with information about upcoming cases in a variety of ways. In addition to posting public notice signs, our agency encourages applicants to provide information and offer opportunities for dialogue related to their upcoming case(s). We require applicants to acknowledge their role in this process.

[View Form](#)

DEVELOPMENT REQUEST

- Development Plan
 Use on Review / Special Use
 Hillside Protection COA
 Residential
 Non-Residential

Related City Permit Number(s)

Home Occupation (specify) _____

Other (specify) _____

SUBDIVISION REQUEST

Related Rezoning File Number

Isabel Estates
 Proposed Subdivision Name

11
 Combine Parcels
 Divide Parcel
 Unit / Phase Number

24
 Total Number of Lots Created

Other (specify) _____

Attachments / Additional Requirements

ZONING REQUEST

Pending Plat File Number

Zoning Change
 Proposed Zoning _____

Plan Amendment Change
 Proposed Plan Designation(s) _____

Proposed Density (units/acre) _____

Previous Rezoning Requests _____

Other (specify) _____

STAFF USE ONLY

PLAT TYPE

- Staff Review
 Planning Commission

ATTACHMENTS

- Property Owners / Option Holders
 Variance Request
 Amendment Request (*Comprehensive Plan*)

ADDITIONAL REQUIREMENTS

- Use on Review / Special Use (*Concept Plan*)
 Traffic Impact Study
 COA Checklist (*Hillside Protection*)

Fee 1	Total
Fee 2	
Fee 3	

AUTHORIZATION

By signing below, I declare under penalty of perjury the foregoing is true and correct: **1) He/she/it is the owner of the property AND**
2) The application and all associated materials are being submitted with his/her/its consent. If there are additional owners or options
holders, each additional individual must sign the Property Owners/Option Holders Form.

Applicant Signature

Scott Davis / Owner

1/24/2025

(865) 693-3356

Print Name / Affiliation

Date

Phone Number

Email

Property Owner Signature

Please Print

Date Paid



Public Notice and Community Engagement

Sign Posting and Removal

The Administrative Rules and Procedures of the Knoxville-Knox County Planning Commission require a sign to be posted on the property for each application subject to consideration by the Planning Commission.

Planning staff will post the required sign. If a replacement sign(s) is needed, the applicant is responsible for picking up the new sign(s) from Planning and will be charged \$10 for each replacement.

Location and Visibility

The sign must be posted on the nearest adjacent/frontage street and in a location clearly visible to vehicles traveling in either direction. If the property has more than one street frontage, the sign should be placed along the street that carries more traffic. Planning staff may recommend a preferred location for the sign to be posted at the time of application.

Timing

The sign(s) must be posted not less than 12 days prior to the scheduled Planning Commission public hearing and must remain in place until the day after the meeting. In the case of a postponement, the sign can either remain in place or be removed and reposted not less than 12 days prior to the next Planning Commission meeting. The applicant is responsible for removing the sign after the application has been acted upon by the Planning Commission.

Community Engagement

Planning strives to provide community members with information about upcoming cases in a variety of ways. In addition to posting public notice signs, our agency encourages applicants to provide information and offer opportunities for dialogue related to their upcoming case(s).

Acknowledgement

By signing below, you acknowledge that public notice signs must be posted and visible on the property consistent with the guidelines above and between the dates listed below.

Have you engaged the surrounding property owners to discuss your request?

Yes No

No, but I plan to prior to the Planning Commission meeting

Date to be Posted

Date to be Removed

Applicant Signature

Scott Davis

Applicant Name

1-24-2025

Date

FILE NUMBER