

**Minutes of the Regular, Monthly Meeting of
the Newport Board of Zoning Appeals
June 24, 2025**

Call to Order

The Board of Zoning Appeals met Tuesday, June 24, 2025 at 3:30 p.m. in the City Council room at Newport City Hall, 300 East Main Street, Newport, Tennessee. Chairman Cecil Gilland called the meeting to order and welcomed those Planners present: Rick Carr, Randall Freeman, Jim McSween, and Steve Smith.

Also present was Gary Carver, Community Development Director, Caroline Brawley, Community Development Coordinator; Grant Webb, Buildings & Codes; Kathryn Baldwin, East Tennessee Development District Advisor; and other interested citizens.

Minutes

Minutes of the May 27, 2025 meeting was approved as submitted, after motion by Steve Smith and seconded by Randall Freeman. The minutes were approved unanimously.

With no further business to come before the meeting, it was adjourned.

Minutes prepared by Executive Assistant Regina Thornton

Approved _____
Secretary, BZA

Date _____

**Minutes of the Regular, Monthly Meeting of
the Newport Regional Planning Commission
June 24, 2025**

Chairman Gilland reconvened the meeting as Newport Regional Planning Commission.

Minutes

Minutes of the May 27, 2025 meeting was approved as submitted, after motion by Steve Smith and seconded by Randall Freeman. The minutes were approved unanimously.

Subdivision Off of Morrell Springs

Consideration of subdivision request from Michael McCarter at 825 Morrell Springs Road for a small housing development. This will be a four-lot subdivision. Staff recommendation to approve. Randall Freeman abstained from voting because he did the survey.

Motion was made by Steve Smith and second by Rick Carr to approve the subdivision as presented by Michael McCarter for a four lot subdivision at 825 Morrell Springs Road. Approval of request was unanimous.

Plan of Service Golf Course Road and Tucson Road

Community Development Director Gary Carver stated no action was needed since this was previously approved. There have been no changes made to the plan of service for Golf Course Road and Tucson Road.

There was no action taken.

Inspection Fees

Community Development Director Gary Carver gave a sample for the board to review inspection fees for the City of Newport. Mr. Carver stated he will bring this back next month.

There was no action taken.

ETDD Annual Work Program Agreement

Motion was made by Steve Smith and second by Randall Freeman to suspend the rules and add the ETDD Annual Work Program Agreement to the agenda.

East Tennessee Development District Advisor, Kathryn Baldwin presented the 2025-26 Annual Work Program Agreement between ETDD and the Newport Planning Commission. Ms. Baldwin explained the agreement and the services that ETDD does for the Planning Commission. Staff recommendation to approve as submitted.

Motion was made by Randall Freeman and second by Steve Smith to approve the 2025-26 Annual Work Program Agreement between ETDD and the Newport Planning Commission. Approval of request was unanimous.

Minutes prepared by Executive Assistant Regina Thornton

Approved _____

Secretary, NRPC

Date _____