

**THE MANCHESTER PLANNING COMMISSION MINUTES
JANUARY 19, 2023**

Chairman Mark Williams called the meeting to order at 5:30 P.M.

MEMBERS PRESENT: Chairman Mark Williams, Mayor Marilyn Howard, Vice Mayor Mark Messick, Vice Chairman Leif Swanson, Ward Johnson, Ken Seuberling

MEMBERS UNABLE TO ATTEND: Secretary Elissa Fletcher.

NON-MEMBERS PRESENT: City Engineer Scot St. John, Codes Director Brittany Fiske and others.

NON-MEMBERS UNABLE TO ATTEND: Codes office manager Grace Frazier

APPROVAL OF December 19, 2022 MINUTES:

Motion by Ward Johnson to approve, seconded by Vice Chairman Leif Swanson. Approved unanimously. At this time Ward Johnson was appointed Secretary for the meeting.

BUSINESS:

Site Plan: 738 Hillsboro Blvd. for Mitch Umbarger. Zoned C-3

This site plan is for a new 2,800 sf office building. The existing building is to be demolished. Defined entrances would be installed for Hillsboro Blvd. and Rye St. An increase in pervious areas are being added by this development and no stormwater detention is being provided. The existing sanitary sewer tap is being utilized for the new building.

Recommendation:

Staff recommends approval of the site plan subject to the following punchlist items:

- 1. Provide a copy of the TDOT entrance permit once obtained**
- 2. The 10' green space area is not met along the Rye Street frontage. Consider allowing this to remain if green space behind the building is provided. Remove an 8' – 10' wide strip of existing asphalt at the rear side of the building adjacent to the northerly and westerly property lines.**
- 3. Show associated aprons at the rear or side doors if applicable.**
- 4. Coordinate with MWSD on available sanitary sewer capacity to serve the site due to chronic manhole conditions.**

Motion by Vice Chairman Swanson to approve pending punch list times are addressed, seconded by Vice Mayor Messick. Approved unanimously.

Site Plan: Summer St., Map 085B, Group C, Parcel 023.00, for Jeff Lowe. Zoned R-4

This site plan is for 7 townhouses to be constructed on an existing lot. Utilities are available along Summer Street. Stormwater detention is being provided.

Recommendations:

Staff recommends approval of the site plan, subject to the following items:

- 1. Submit a signed detention maintenance agreement form**
- 2. Coordinate with MWSD on available sanitary sewer capacity to serve the side due to chronic manhole conditions.**

Motion by Ken Seuberling pending punchlist items, seconded by Vice Chairman Swanson. Approved unanimously.

Prem./Final Plat:: 2 lots at 1406 McArthur St. for Ron Clower. Zoned I-1

This preliminary plat divides one lot into two lots. Lot 1 being 1.30 acres will contain the existing Clower auto repair facility and Lot 2 being 1.00 acres is vacant. There previously was an old house on Lot 2 but it is no longer existing. Water and sewer service to Lot 2 will be by private easements across Lot 1. Lot 2 has frontage onto Spring St, here currently is a driveway on railroad property that gives access to Lot 2 to secure either directly to Spring Street across the railroad or by the existing driveway on railroad property. This driveway on railroad property. This driveway is not a City maintained street or City right-of-way.

Staff recommends approval of the preliminary plat subject to the following items:

- 1. Remove the label of "East End Road" north of Bartlett Drive as it is not a City Street.**
- 2. A proposed fire hydrant is shown to be installed near the intersection of Bartlett Drive and the railroad. Post bond or complete the installation of that fire hydrant.**
- 3. Provide a note on the plat that it is up to the developer of Lot 2 to secure access to the lot either directly to Spring Street across the railroad and with the railroad's approval or by the existing driveway on railroad property from Bartlett Drive with the railroad's approval.**
- 4. Coordinate with MWSD**

Motion by Ward Johnson to approve pending punchlist items, seconded by Mayor Howard. Approved unanimously.

Preliminary Plat: 402 Interstate Dr. 157 lots in Stonehenge S/D for Donald Parker. Zoned R-4

This preliminary plat is for a 157 lot subdivision on Interstate Drive. The lots are for single-family with the majority being 5,000 sf lots. The remaining property not being developed is a 15.16 acre lot containing much of the street frontage and along the TVA

transmission line. Substation road is being upgraded to a public street with access remaining to DREMC substation. Stormwater detention is being provided.

Recommendation:

Staff recommends approval of the preliminary plat subject to the following items:

1. Provide a traffic impact study for the development addressing the need for any traffic improvements (deceleration or acceleration lanes, traffic signal). Evaluate the need for a second point of access (additional entrance) on Interstate Drive. This requirement is due to Interstate Drive being a collector street with the hospital being in the direct vicinity. Or consider a right of way extension at the northern boundary line.
2. Show location of community mailbox kiosk with parking spaces. Provide this in a common area.
3. A Homeowners Association (HOA) will need to be formed for the common areas. Provide a note on the plat to this effect. Documentation will need to be provided to the City for review prior to final plat.
4. A sewer system capacity assessment will need to be provided by the developer and approved by MWSD due to the size of this development. The capacity assessment will need to be approved by MWSD prior to their approval of the preliminary plat.
5. A similar water system capacity analysis will need to be provided by the developer and approved by MWSD due to the size of this development. The capacity assessment will need to be approved by MWSD prior to their approval of the preliminary plat.

Motion by Ken Seuberling to approve pending punchlist items, seconded by Vice Chairman Swanson. Approved unanimously with Mark Messick abstaining.

Rezoning: 210 Woodbury Hwy. for Common John Brewing Company. Zoned R-3 requesting C-3.

This rezoning request is for a portion of the property that was purchased from the Sain property. It is to be added to the Common John property.

Motion by Vice Mayor Mark Messick to send to the BOMA with a positive recommendation, seconded by Mayor Howard. Approved unanimously.

Ordinance amendment: This amendment is for the Carmax Auto Super Store to allow sales of motor vehicles in a I-1 industrial zone. The amendment is to remove part of the ordinance that reads: but excludes sale or storage of motor vehicles, except for parts and accessories. 14-303 (5) Wholesale Sales to also include: Motor vehicles, including parts and accessories.

Motion by Vice Mayor Messick to approve the amendment, seconded by Ward Johnson Approved unanimously

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

**Motion to adjourn at 6:20 PM by Ken Seuberling, seconded by Ward Johnson.
Approved unanimously.**

Chairman

Secretary

MANCHESTER BOARD OF ZONING APPEALS MEETING
January 20, 2023

NO MEETING FOR JANUARY