

**THE MANCHESTER PLANNING COMMISSION MINUTES**  
**February 21, 2022**

Chairman Mark Williams called the meeting to order at 5:35 P.M.

**MEMBERS PRESENT:** Mayor Marilyn Howard, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Steve Jernigan, Secretary Linda Bryan, Leif Swanson and David Pennington

**MEMBERS UNABLE TO ATTEND:** NONE

**NON-MEMBERS PRESENT:** City Engineer Scot St. John, Codes Director Brittany Fiske, Office Mgr. Grace Frazier & others.

**NON-MEMBERS UNABLE TO ATTEND:** NONE

**APPROVAL OF JANUARY 20, 2022 MINUTES:**

Motion by Vice Chairman Jernigan to approve, seconded by Secretary Bryan. Approved unanimously.

**BUSINESS:**

**Prem./Final Plat:** 2 lots 520 McKellar Dr. for Shelia Deadman. Zoned R-4

This preliminary/final plat divides one lot into two lots. Lot 1 will contain the existing house that fronts McKellar Dr. Lot 2 will be vacant and will front Emerson St. A variance was granted by the BOZA in August 2021 that allowed the 27.79' lot frontage to Emerson St. Lot 2 is providing an access for emergency vehicles. This turn around driveway will be required to be constructed by the developer of Lot 2. Sewer for Lot 2 may be required to be by private service line across Lot 1.

**Recommendation:**

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

1. Coordinate with MSWD on sewer service to Lot 2. If service is to be by private easement across Lot 1 to McKellar Dr., this easement needs to be shown on the plat.
2. The developer of Lot 2 will be required to construct a vehicle turn around driveway for emergency vehicles as part of the house construction and prior to a Certificate of Occupancy.

Motion by Vice Chairman Jernigan to approve as presented, seconded by David Pennington. Approved unanimously.

**Prem./Final Plat:** 1406 McArthur St. for Jehu Crouch. Zoned C-3

This preliminary/final plat carves a small triangle portion (0.04ac) off of Lot 2 and combines it with Lot 1. Lot 1 is the existing Clower Automotive business and the lot line at the left side of this parcel is being squared with the building by this plat. Lot 2 contains a commercial business.

Staff recommends approval of the preliminary/final plat. All review comments have been addressed.

Motion by Leif Swanson to as presented, seconded by Mayor Howard. Approved Unanimously.

**Final Plat: 5 lots 1310, 1312, 1314, 1316 McArthur St. and 1316 Willow Dr. for Leif Swanson and Eric Burch. Zoned R-3**

This final plat redivides five lots into five lots in order to create a new 1.63 acre lot at the end of Willow Drive. The existing houses fronting McArthur Drive will remain on individual lots with the back of the lots being carved off to create Lot 5 on Willow Drive. Notes on the plat indicate that the development of Lot 5 will likely require a 6" water line extension with fire hydrant. This is to be addressed on a site plan showing the development plan for that lot with townhouses. The plat includes the creation of right-of-way at the end of Willow Drive for a cul-de-sac to be installed by the Lot 5 owner during the development of that lot. A special exception was granted at the December 2021 BOZA meeting for allowance for multi-family to be constructed on this property. The owner has indicated the long-term goal is to develop the highway frontage lots as commercial in the future, but the houses are to remain at this time and these frontage lots remain as R-3. The owner has requested a rezoning of Lot 5 to R-4 from R-3. The preliminary plat was approved at the January 2022 meeting and presented on this agenda for the final plat.

**Recommendation:**

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

1. Per Note 7, the developer of Lot 5 will be required to extend the 6" water line and install a fire hydrant to provide fire coverage to the setbacks shown on the lot if full depth of the lot is developed.
2. The developer of Lot 5 will be required to install the cul-de-sac at the end of Willow Drive at the time of the lot development.

Motion by Vice Chairman Jernigan to approve pending the punchlist items, seconded by David Pennington. Approved unanimously with Leif Swanson abstaining.

**Rezoning: 514 S. Spring St. from R-3 to R-4. DEFERRED UNTIL THE MARCH 2020 MEETING.**

**Annexation of 56.60 acres on Bashaw Creek Rd. to be Zoned R-4 for Allen Howard.**

**Request to annex 56.60 acres of the 500 acres on Bashaw Creed Rd. to be zoned R-4 by Allan Howard . The 500 acre tract also has access off of Murfreesboro Hwy. The 56.60 acres backs up to Northridge that is zoned R-2 and also a new development on Murfreesboro Hwy., Forrest Ridge S/D that is zoned R-4. Several people from the community spoke to the Planning Commission about concerns of increase of traffic, the city limits being extended, draining issues, using for a trailer park, and the overcrowding of schools. There is city sewer available to the property. All City departments submitted their Plans of Service for the area. The City will also have to take in the right-of-way of Bashaw Creek Rd. The staff recommended R-2A zoning.**

**Motion by Alderman Messick to send to the BOMA with a positive recommendation for the requested R-4 zoning and to accept the plans of service, seconded by David Pennington. Approved unanimously with Mayor Howard abstaining.**

**Annexation of Murfreesboro Hwy., 11.95 acres, Map 068, Parcel 05.301 for 6.157 acres and Parcel 05.302 for 5.79 acres for Allan Howard to be zoned R-4. All City departments have submitted their Plans of Service and the new property can be serviced by the City.**

**Motion by Steve Jernigan to send to BOMA with a positive recommendation with the requested R-4 zoning and to accept the plans of service, seconded by Leif Swanson. Approved unanimously with Mayor Howard and Alderman Messick abstaining.**

**Annexation of 83.06 acres located at 2000, 2128 and 2160 McMinnville Hwy., for Linda Crosslin. The property is to be zoned C-3, R-3 and R-4. All department have submitted Plans of Service and the new property can be serviced by the City.**

**Motion by Vice Chairman Jernigan to send to the BOMA with a positive recommendation to annex and to accept the Plans of Service from each department, seconded by Secretary Bryan. Approved unanimously.**

**The Planning Commission recessed at 6:45 to the BOZA meeting and reconvened at 7:04**

**Standard for indoor gun range. Codes Director, Brittany Fiske, presented to the Planning Commission information that she has collected about the requirements for an indoor gun range. The owner of the range will have to comply with Federal, State and Local requirements related to the use, sale, rental and transport of firearms. The City parking requirements may need to be amended to add parking for gun ranges.**

**Motion to approve by Vice Chairman Jernigan, seconded by Alderman Messick. Approved unanimously.**

**Report of Chairman: NONE**

**Report of Engineer/Codes Dir.: NONE**

**Motion to adjourn at 7:20 PM by Leif Swanson, seconded by Vice Chairman Jernigan. Approved unanimously.**

**MANCHESTER BOARD OF ZONING APPEALS MEETING**  
**February 21, 2022**

**Chairman Mark Williams called the meeting to order at 6:46 P.M.**

**MEMBERS PRESENT: Mayor Marilyn Howard, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Steve Jernigan, Secretary Linda Bryan, Leif Swanson and David Pennington**

**MEMBERS UNABLE TO ATTEND: NONE**

**NON-MEMBERS PRESENT: City Engineer Scot St. John, Codes Director Brittan Fiske, Codes Office Assistant Grace Frazier and others.**

**NON-MEMEBERS UNABLE TO ATTEND: NONE**

**APPROVAL OF MINUTES: January 20, 2022**

**Motion by Mayor Howard to approve, seconded by Leif Swanson. Approved unanimously**

**BUSINESS:**

**Variance: Fredonia Rd, Map 068L, Group A, Parcel 019.00 for Gary Cline. This variance is for a pre existing lot that is narrower than the 100ft at building set back. The variance is requested so that a personal residence can be built on the lot.**

**Motion by Vice Chairman Jernigan to approve, seconded by David Pennington. Approved unanimously.**

**Variance: 1461 McMinnville Hwy. for Darrell and Melinda Walker to construct a 72sq ft. off premise billboard closer than the 1000 feet that is required by ordinance. The bill board that will be the closest is 940ft away. Therefore, a 60 ft variance is requested.**

**Motion by Vice Chairman Jernigan to grant the variance, seconded by David Pennington. Approved unanimously.**

**Report of Chairman: None**

**Report of Engineer/Codes Director: None**

**Motion to adjourn and return to the Planning Commission meeting at 7:03 by Secretary Bryan, seconded by Leif Swanson**

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**Chairman**

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**Secretary**