

**THE MANCHESTER PLANNING COMMISSION MINUTES
MARCH 15, 2021**

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

MEMBERS PRESENT: Mayor Marilyn Howard, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Steve Jernigan, Gary Trail and David Pennington

MEMBERS UNABLE TO ATTEND: Secretary Linda Bryan. With the absence of Linda Bryan, Gary Trail was appointed Secretary.

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

NON-MEMBERS UNABLE TO ATTEND: NONE

APPROVAL of February 22, 2021 MINUTES:

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

BUSINESS:

Prem./Final Plat: 2 lot subdivision 2829 Powers Bridge Rd. for Roger Ribar. In the UGB, Zoned RS-1

This preliminary/final plat resubdivides 1.01 acres off of the Ribar parcel and combines it with the adjacent Overman property. Lot 1 contains the existing Ribar house and Lot 2 contains the existing Overman house. The existing houses on both lots are over the front setback line, but no new setback violations are created by this plat.

Recommendation:

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

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

Prem./Final Plat: 2 lots 2685 Murfreesboro Hwy. for Allan Howard. Zoned RS-1/R-4

This preliminary/final plat subdivides 0.20 acres off of the Howard parcel and combines it with the adjacent Parker property. Lot 1, being 8.50 acres, contains an existing mobile home that is to be removed from the property. Lot 2 is the Parker tract and with the additional 0.20 ac is approximately 6.0 acres. The Howard property has been recently annexed into the City Limits and is proposed as R-4 zoning with approvals pending at the Board of Mayor and Aldermen.

Recommendation:

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

Motion by David Pennington to approve, seconded by Gary Trail. Approved with a vote of 5-0, with Mayor Howard abstaining.

Annexation Request: 2787 Murfreesboro Hwy. in the UGB, zoned RS-1 to be zoned R-2 requested by Lafredo Ramirez.

Mr. Ramirez is requesting annexation to be able to connect to the City of Manchester sewer system that is located on Murfreesboro Hwy. in front of his property. Currently, there is a house on the property that he plans to demolish and construct a new home at this location. The size of the property is approximately 0.58 acre. The request for the R-2 zoning would tie the property in with Northridge Subdivision that is located nearby. The Plans of Service from all the City Departments states that they will be able to serve this property with current staff, employees, and infrastructure. The only effect on the City (if any) is a possible Manchester City Schools zone change.

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

Annexation Request: 756 Campground Rd. for New Era Farm, LLC and New Era Farm II, LLC.

The owners request annexation of the following property map and parcel numbers as listed: 085-01200-000085, 085-01200-001085, 076-05800-000076, 076-05802-000076, 076-05901-001076, 077-02094-000077, 084-00101-000084. The total acreage of the parcels is approximately 618 acres. The zoning of the property will be C-2 and R-1. The C-2 section would be the piece of the property that is commonly referred to as Centeroo (i.e. where commercial transactions occur) as well as where the office space is at 756 Campground Rd. The rest of the property would be R-1. Each City department submitted Plans of Service for the property (Exhibit A). A summary of each City department's Plan of Service as presented to the Planning Commission is as follows:

Manchester Water and Sewer Department

Potable water is available to these properties through multiple MWSD-owned mains located within the property boundaries. It would be the responsibility of the owner/developer to extend necessary water services and mains within the development. A 16 inch sewer main is available approximately 500 feet from the northwest corner of the property. It would be the responsibility of the owner/developer to extend sewer from the current location to within the development. All sewer extensions must be reviewed and approved by the MWSD and the State of Tennessee. All pretreatment regulations must be met.

Manchester Fire Department

The department can adequately serve the properties with necessary staff overtime pay, use of the reserve fire engine, and the rental/purchase of necessary equipment shown in Exhibit A.

Manchester Planning and Zoning Department

Any inspection services now provided by the City will begin in the annexed area on the effective date of annexation. The department is not adequately staffed to enforce all adopted codes during large events. The department has been in contact with the State Fire Marshal's Office regarding this matter and they have offered their assistance during large events to help enforce all applicable fire and building codes.

Manchester Finance Department

The department can adequately serve the annexed area.

Manchester City Schools

As long as the use on the properties does not change, the department can adequately serve the annexed area. If the annexed area is ever developed for a residential purpose, a new school building will possibly have to be built. The school system will need at least three years to plan for such growth.

Manchester Police Department

The department can adequately serve the properties with necessary staff overtime pay and possible utilization of officers from outside agencies. The department requests that the owner/developer cover the expense of officers from outside agencies. In the past, the department has submitted a separate budget to Bonnaroo each year and provided services with no cost to the City's tax base.

Manchester Parks and Recreation Department

The department can adequately serve the annexed area.

Manchester Street Department

The department can adequately maintain the Interstate 24 right-of-way currently. In order for the private roads on the Bonnaroo property to be maintained by the department, the roads will have to be brought up to minimum city standards and accepted as a city street. Powers Road is currently tar and chip and will possibly have to be repaved in the future. Campground Road is currently tar and chip and will possibly have to be repaved and widened in some areas in the future. The City intends to apply for State of Tennessee Local Interstate Connector funding and request Federal bridge rehabilitation funds to widen New Bushy Branch Road to three lanes from State Route 55 to the property to be annexed. If the widening does not occur, the department can adequately maintain the existing right-of-way.

Coffee County Sheriff Chad Partin was also in attendance. Sheriff Partin requested that a portion of I-24 not included currently in the annexation, be included, to prevent jurisdictional confusion between departments.

Motion by Vice Mayor Messick to send to the BOMA with a positive recommendation to approve the Plans of Service, annexation, and zoning with the addition of the section of I-24 discussed by Sheriff Partin, seconded by David Pennington. Approved unanimously.

Discussion of architectural design standards: Copies of the ordinances that were previously adopted was given to each member to review. Chairman Williams ask for members to go over the ordinances at the April meeting.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:25 PM by David Pennington, seconded by Gary Trail. Approved unanimously.

Chairman

Secretary

MANCHESTER BOARD OF ZONING APPEALS MINUTES
March 15, 2021

NO BUSINESS FOR THE MONTH OF MARCH