

THE MANCHESTER PLANNING COMMISSION MINUTES
May 15, 2023

Vice Chairman Leif Swanson called the meeting to order at 5:30 P.M.

MEMBERS PRESENT: Mayor Marilyn Howard, Vice Mayor Mark Messick, Vice Chairman Leif Swanson, Secretary Elissa Fletcher, Ward Johnson, Ken Seuberling, Rob Clutter and Brad Goodwin

MEMBERS UNABLE TO ATTEND: Chairman Mark Williams

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

NON-MEMBERS UNABLE TO ATTEND: NONE

APPROVAL OF April 17, 2023 MINUTES:

Motion by Brad Goodwin to approve, seconded by Ward Johnson. Approved unanimously.

BUSINESS:

Prem./Final Plat: 2 lots Brandontown Rd., Map 104, Parcel 046.00 for Glen Chapman. In the UGB Zoned RS-1

This preliminary/final plat subdivides one lot into two lots. Lot 1, 1.01 ac. will contain the existing house. Lot 2, 3.66 ac. is vacant and a new home will be constructed on it. The property is in the Urban Growth Boundary of the City of Manchester. Coffee County zoning applies which allows a single lot to have access by way of a 50' easement across a frontage lot. The Manchester Fire Chief waived the requirement of a new fire hydrant be added for fire coverage.

Recommendation:

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

Motion by Mayor Howard to approve as presented, seconded by Secretary Fletcher. Approved unanimously.

Prem./Final Plat: 2 lots 2324 Murfreesboro Hwy. for Pam Riddle. In the UGB and zoned RS-1

Withdrawn

Preliminary Master Plan: 82 lots on Hills Chapel Rd., Map 085, Group G, Parcel 022.00 for Oakview Estates, LLC. Zoned R-2

This preliminary PUD plan is for 82 lots on a 32.87 acre parcel on Hills Chapel Road. The lots will be for single family residential use. The PUD plan indicates 16.67 acres of open space will be maintained. Much of the open space contains regulated wetlands. Amenities will include mulched walking trails through the open space. Landscaping, including street trees in ROW, will be provided. The development plan includes the type of structures to be built including exterior material types. A traffic study will be provided prior to construction plan development. Allowable density is not exceeded by the proposed 82 lots of 6,000 sf minimum size.

Recommendation:

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

1. A traffic study must be submitted and approved by the City.
2. Wetland mitigation approvals from TDEC and COE must be provided to the City upon Receipt of those permits.
3. Submit construction plans showing detail of proposed landscaping, retention of pre-existing landscaping, amenities, and other conditions outlined in the response letter from Womble dated 5/11/23.
4. A Homeowner Association (HOA) will need to be formed for the common areas. HOA and CCR documentation will need to be provided to the City for review prior to final plat.
5. Coordinate with MWSD on available sanitary sewer capacity to serve the lots due to current chronic manhole conditions and requirements in the Agreed Order from TDEC.

Motion by Ward Johnson to approve pending punchlist items, seconded by Ben Seuberling. Motion carried with Mark Messick voting no.

Site Plan: 904 Thoma St. for First Baptist Church. Zoned C-3

This site plan is for construction of a 1,500 sf van storage building at the exiting rear parking lot of the Church. An equal amount of asphalt pavement is being removed for the installation of the metal building. Stormwater detention was previously installed as part of the initial parking lot construction.

Recommendation:

Staff recommends approval of the site plan. Review comments have been addressed.

Site Plan: Manchester Industrial Pkwy., Map 084, Parcel 22.00 for CarMax. Zoned I-1

This site plan is for the development of a 27.86 ac lot in the Manchester Industrial Park. Multiple buildings are proposed on the site including a 70,646 sf service building. A 14.21 ac paved vehicle storage area and multiple parking lots for the auction area are proposed. Four detention basins are being constructed to reduce the rate of runoff to the east and to closely match the pre-developed runoff to the west (State Natural Area). Utilities are existing to serve the site.

RECOMMENDATION:

Staff recommends approval of the site plan subject to the following comments:

1. Provide copies of the TDEC Notice of Coverage once received.
2. Provide a copy of the TVA permit once received.
3. Provide a signed copy of the stormwater detention maintenance agreement prior to final plat for recording.
4. Coordinate with the Manchester Fire Department on the final fire line design (PIV locations, valves, valve monitoring, FDCs, alarm panels, etc.) and sprinkler plans prior to construction.
5. Coordinate with MWSD on water metering. It appears that the fire lines and domestic lines are all passing through the same BFP and meter. The accuracy and type of meter needs to be approved.
6. Label sizes on the water and sewer lines, meters, and backflow devices. Show valves.
7. Coordinate with MWSD on available sanitary sewer capacity to serve the site due to current chronic manhole conditions and requirements in the Agreed Order from TDEC.
8. Pond No. 1 has been revised. Provide revised detention calculations for review in addition to the summary sheet provided in the response letter.
9. The Industrial Board of Coffee County should provide an approval of a wet pond design (permanent pool).
10. Review comment #18 asked for the 18" driveway culvert invert elevations to be added. At the south driveway entrance, the southerly culvert invert appears to be too high as it should drain to the south.

Motion by Mayor Howard to approve pending punchlist items, seconded by Vice Mayor Messick. Approved unanimously.

Site Plan: 24 Campground Rd., for Hutton Real Estate Holdings LLC for a WAWA convenience store. Zoned C-2

This site plan is for the construction of a 5,915 sf convenience store on a 4.49 ac site at the old Coffee County Museum location. Stormwater detention is being provided and utilities are available. Three driveway entrances are proposed onto Campground road and Hospitality Blvd. On Hospitality Blvd. modifications to the existing street median openings

are proposed. A traffic study has been presented which reflects impacts to the Level of Service of the intersections. The traffic study is currently being reviewed by TDOT.

Motion by Ward Johnson to approve pending punchlist items, seconded by Brad Goodwin. Approved unanimously.

Construction Plans: 16 Lots Dorsch Rd., Map 068, Parcel 079.00. Zoned RS-1 in the UGB.

This construction plan set is for 16 single-family residential lots on 13.91 acres with 69 acres remaining on the parent parcel. Public water is available on Dorsch Road and the developer is installing 3 new fire hydrants for coverage. Stormwater detention is being provided. The property is in the Manchester Urban Growth Boundary.

Recommendation:

Staff recommends approval of the construction plan set subject to the following items.

1. A community mailbox with parking must be located and designed. Common area and a homeowner's association may be required. Developer to coordinate with USPS and provide written notice if no community mailbox is being required.
2. Post bond or install fire hydrants prior to recording of final plat.
3. Provide a recorded copy of the stormwater detention maintenance agreement for Coffee County prior to final plat.

Motion to approve by Brad Goodwin to approve pending punchlist items, seconded by Secretary Fletcher. Approved unanimously.

Rezoning: 3424 Hillsboro Hwy., for R & R Holdings LLC. Zoned RS-1 to M-1 in the UGB. The owners of the property are requesting the rezoning for manufacturing purpose.

Motion by Vice Mayor Messick to send to the Coffee County Commission with a positive recommendation, seconded by Mayor Howard. Approved unanimously.

Rezoning: 3292 Hillsboro Hwy., for Thomas L. and Karen K. Rice. Zoned RS-1 to be Zoned M-1 in the UGB. The owners of the property are requesting the rezoning for manufacturing purpose.

Motion by Vice Mayor Messick to send to the Coffee County Commission with a positive recommendation, seconded by Mayor Howard. Approved unanimously.

Rezoning: Shelton Rd., Map 076, Parcel 132.04 for 2415 Construction Inc. from R-1 to R-3

The owner of the property would like the rezoning where he can build single family/townhouses on the lots. Several people from the community spoke about different concerns. There was concerns about increasing flooding in the area, increase in traffic, construction traffic and the weight of construction vehicles on the bridge, there are no speed limit signs on the road and in general the people on Shelton Rd. do not want a R-3 zone in the area. They are requesting it be left R-1.

Motion by Mayor Howard to send to BOMA with a negative recommendation, seconded by Brad Goodwin. Approved with negative unanimously.

After discussion with the property owner and he agreed to a R-2 zoning for single family homes a motion was made.

Motion by Vice Mayor Messick to send to BOMA with a positive recommendation to rezone to R-2, seconded by Mayor Howard, with Brad Goodwin and Rob Clutter voting no, the motion passed.

Report of Chairman: NONE

Report of Engineer/Codes Director: June meeting date has been approved for June 22, 2023.

Motion to adjourn at 7:15 PM by Rob Clutter, seconded by Vice Mayor Messick. Approved unanimously.

Chairman

Secretary

**MANCHESTER BOARD OF ZONING APPEALS MEETING
May 15, 2023**

MEMBERS PRESENT: Mayor Marilyn Howard, Vice Mayor Mark Messick, Vice Chairman Leif Swanson, Secretary Elissa Fletcher, Ward Johnson, Ken Seuberling, Rob Clutter and Brad Goodwin

MEMBERS UNABLE TO ATTEND: Chairman Mark Williams

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

NON-MEMEBERS UNABLE TO ATTEND: None

APPROVAL OF MINUTES: April 17, 2023

A motion was not made to approve minutes. Will be approved at the June 22, 2023 meeting.

APPROVAL OF MINUTES: MAY 15, 2023 NO MINUTES

Report of Chairman: NONE

Report of Engineer/Codes Director: None

Chairman

Secretary