

**THE MANCHESTER PLANNING COMMISSION MINUTES
JUNE 21, 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, Secretary Linda Bryan, Gary Trail and David Pennington

MEMBERS UNABLE TO ATTEND: None

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 MAY 17, 2021 MINUTES:

Motion by Vice Chairman Jernigan to approve, seconded by Gary Trail. Approved unanimously.

BUSINESS:

Prem./Final Plat: 2 lots 470 Cat Creek Rd. for Carolyn Clabough in the UGB Zoned RS-1

This preliminary/final subdivides one lot into two lots located in the UGB. There currently are three houses on the one lot. This plat subdivides off one of the houses on its own separate lot meeting all of the minimum Coffee County zoning requirements. Utilities are already serving the existing home.

Recommendation:

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

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

Prem. Plat: 6 lots Country Club Drive and Pinehurst Dr., Country Club Estates Phase 4 Lot Additions for Eugene Driver in the UGB Zoned RS-1

This preliminary plat adds additional property to the rear of Lots 1, 2, 3, 7 and 8 of Country Club Estates Phase 4. An additional 1 acre is added to Lot 1, 2, 3, and 4. An additional 2.0 acres is added to Lot 8. No new lots are being created. The remaining Driver tract is 117 acres. Utilities are already serving these lots.

Recommendation:

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

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

Prem./Final Plat: 2 lots 126/148 Glenburg Dr. Bobby Eddy. Zoned R-3

This preliminary/final plat subdivides one lot into two lots. There currently are two mobile homes on the one lot and the plat places them on separate, conforming lots. Utilities are already serving the two homes.

Recommendation:

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

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

Prem. Plat: 48 Fox Run S/D on Hills Chapel Rd for Allan Howard. Zoned R-2

This preliminary plat creates 48 lots on a 27.81 acre tract on the west side of Hills Chapel Road. The lots abut to the rear of the existing Meadow Grove to the west which is also zoned R-2. It also abuts to the rear of existing lots on Hills Chapel Road which are also zoned R-2. There is a wetland area to the south. Utilities will be extended into the development. Stormwater detention is proposed. Construction plans will be submitted for review following approval of this preliminary plat.

Recommendation:

Staff recommends approval of the preliminary plat subject to the surveyor addressing the following comments:

1. Show layout of proposed water, sewer, and fire hydrants
2. Show any proposed sewer pump stations.
3. Coordinate with MWSD on available sewer capacity for the development
4. Coordinate with MWSD on available water service for the development
5. Show proposed sidewalk layout
6. Show drainage patterns and anticipated easements
7. Show anticipated phasing plan. Show how construction traffic to rear phases will be handled if applicable
8. Provide a form for endorsement of the Planning Commission on the plat
9. Provide a 10 ft. public use easement or right-of-way dedication along Hills Chapel Road
10. For lots that the front setbacks have been increased to meet the minimum lot width, verify with DREMC to make sure these areas can be served with electric.
11. Verify that all corner lots are adequate to build houses as no variances will be issued for the development.
12. Identify where the subdivision sign and community mailbox easement will be located.

Most of the comments will be addressed when the construction plans are submitted.

Motion by Vice Chairman Jernigan to approve subject to the punchlist, seconded by Secretary Bryan. Approved unanimously with Mayor Howard abstaining.

Site Plan: Coffee County Museum on McArthur St. Zoned C-3

This site plan is for a 6,000sf building for the relocation of the Coffee County Museum from its current location at I-24 Exit 114. The site is 2.68 acres located between Clowers Automotive and Flood Brothers Industry.

Recommendation:

Staff recommends approval of the site plan subject to addressing the following review comment:

1. Provide a completed detention maintenance agreement form.

Motion by Alderman Messick to approve subject to the punchlist item, seconded by Mayor Howard. Approved unanimously.

Site Plan: Bartlett Dr. for townhouses for Umbarger/Ross. Zoned R-4

This site plan is for 30 townhouses on a 2.12 acre lot on Bartlett Drive across from C & H Commercial Contractors. The driveways and parking areas remain as a private development with no public right-of-way. 61 parking spaces are provided for the 30 units. Stormwater detention is provided. Sanitary sewer and water are existing with no public main line extensions required.

Recommendation:

Staff recommends approval of the site plan subject to addressing the following review comments.

1. Provide a complete detention maintenance agreement form
2. Obtain TDEC approval on the proposed fire hydrant next to entrance
3. Provide a copy of the SWPPP/NOI for review and approval.

Motion by Vice Chairman Jernigan to approve the site plan subject to the punchlist items, seconded by Mayor Howard. Approved unanimously.

Rezoning: 2165 McMinnville Hwy. for Ricky Howland/Selkey LLC from RS-1 to C-2 in the UGB. Map 067, Parcel 045.00 & 045.02

The owner is requesting rezoning to use the property for office/warehouse space.

Motion by Vice Chairman Jernigan to send to the Board of Commissioners for the County with a positive recommendation, seconded by Secretary Bryan. Approved unanimously.

Rezoning: Perrigan Lane for Abhirup Patra, Map 067P, Group E, Parcel 016.00 from R-3 zone to R-4 zone to allow for townhomes.

A resident from Perrigan Lane voiced concern about if the R-4 zoning was granted it would allow for single wide trailers to be placed on the lot. Codes Director Sain stated that in order for the rezoning to pass, the Land Use Plan would also have to be amended.

Motion by Alderman Messick to send to BOMA with a positive recommendation to rezone the property and amend the Land Use Plan to show the property as high-density residential, seconded by Secretary Bryan. Approved unanimously.

Rezoning: Jaycee Lane/Stroud Dr. from C-3 to R-3 for Glenn Chapman for single family homes. Map 085C, Group B, Parcel 006.00.

The owner is requesting this rezoning to be able to divide the lot into 4 lots for single family homes. Codes Director Sain stated that in order for the rezoning to pass, the Land Use Plan would also have to be amended.

Motion by Vice Chairman Jernigan to send to BOMA with the positive recommendation to rezone the property and amend the Land Use Plan to show the property as medium-density residential, seconded by Alderman Messick. Approved unanimously.

Annexation: Kimberly Lane, Map 084, Parcel 032.04, for Doug and Rita Pope in the UGB with zoning from RS-1 to C-2.

This property is located at the intersection of Kimberly Ln. and Hillsboro Blvd. and has 1.60 acres in the city and 4.08 acres in the county. The owners of the property requests the 4.08 acres in the county be annexed into the city with a C-2 zoning. The owners also request that the portion of Kimberly Ln. right-of-way adjacent to the property be annexed as well. This is approximately 800 feet of right-of-way.

The Plan of Service from each City department was presented to the Planning Commission.

Motion by Vice Chairman Jernigan to send to the BOMA with a positive recommendation to adopt the Plans of Service, annex the property, and zone the property C-2, seconded by Gary Trail. Approved unanimously.

Annexation: 3082 Old Tullahoma Hwy. for Johnny Evans in the UGB with zoning from RS-1 to I-1

This property contains 8.63 acres. The owner is requesting annexation for the purpose of connecting to the City sewer system. He is also requesting an I-1 zoning for the property.

The Plan of Service from each City department was presented to the Planning Commission.

Motion by Vice Chairman Jernigan to send to the BOMA with a positive recommendation to adopt the Plans of Service, annex the property, and zone the property I-1, seconded by Mayor Howard. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Dir.: NONE

Motion to adjourn at 6:15 PM by David Pennington, seconded by Gary Trail. Approved unanimously.

Chairman

Secretary

**MANCHESTER BOARD OF ZONING APPEALS MEETING
JUNE 21, 2021**

Chairman Mark Williams called the meeting to order at 6:16 P.M.

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

MEMBERS UNABLE TO ATTEND: None

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

NON-MEMBERS UNABLE TO ATTEND: None

APPROVAL OF MINUTES: MAY 17, 2021

Motion by Alderman Messick to approve, seconded by Secretary Bryan. Approved unanimously.

BUSINESS:

Variance:

400 Doak Rd., Spring House Estates Phase II for Allan Howard. Request variances to decrease the lot width at the building setback below the required 100 feet due to curves in the interior street. Mr. Howard stated that he would amend the front setbacks on all lots in Phase II from 35 to 40 feet if the variances were approved. The lot numbers this will apply to are 3, 6, 7, 8, 13, 14, 15, 16, 18, 19, 24, 25, 29, and 30 as shown on the Preliminary plat of Spring House Estates.

Motion by Vice Chairman Jernigan to approve, seconded by Secretary Bryan. Approved unanimously with Mayor Howard abstaining.

Report of Chairman: NONE

Report of Engineer/Codes Dir.: NONE

Motion to adjourn at 6:30 PM by David Pennington, seconded by Mayor Howard. Approved unanimously.

Chairman

Secretary