

THE MANCHESTER PLANNING COMMISSION MINUTES
June 22, 2023

With the absence of Chairman Williams and Vice Chairman Swanson, Mayor Howard made a motion that was seconded by Secretary Fletcher to appoint Ward Johnson as acting Chairman. Motion carried.

Acting Chairman Johnson called the meeting to order at 5:30 P.M.

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

MEMBERS UNABLE TO ATTEND: Chairman Mark Williams and Vice Chairman Leif Swanson

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 MAY 15, 2023 MINUTES:

Motion by Brad Goodwin to approve, seconded by Mayor Howard. Approved unanimously.

BUSINESS:

Prem./Final Plat: 3 lots to 1 1107 McArthur St. for McDonalds Restaurant. Zoned C-3

This preliminary/final plat combines three lots into one lot with a total acreage of 1.77 acres. The lot will be for a new McDonald's restaurant and a site plan is on this June Planning Commission agenda as a separate item. Utilities area to the site.

Recommendation:

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

Motion by Ken Seuberling to approve as presented, seconded by Secretary Fletcher. Approved unanimously.

Site Plan: 1107 McArthur St. for McDonalds. Zoned C-3

This site plan is for a new 67 seat restaurant with 49 parking spaces on a 1.8acre lot. Three lots are being combined into this single lot, and this consolidation plat is separate agenda item. Utilities are available to the site. Stormwater detention is provided. TDOT entrance permits will be required.

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

- 1. Provide a copy of the TDOT permits once received.**
- 2. Provide a completed signed detention maintenance agreement form**
- 3. The site grading is possibly holding water on the Michael Lewis property with the 1073 contour near the front of the property. The storm drainage system in the ROW could be extended to pick up this drainage or other options implemented. This condition should be assessed and additional topo may be needed to properly evaluate it.**
- 4. The site grading along the east lot line may possible be preventing proper drainage of the Michael Lewis site along the entire side property line. This condition should be assessed and additional topo may be needed to properly evaluate it.**

Motion by Ken Seuberling to approve pending punchlist corrections, seconded by Vice Mayor Messick. Approved unanimously.

Site Plan: 1002 Interstate Dr. for addition to Oak Liquors. Zoned C-2

This site plan is for a 1,018 sf building addition to the existing store. An 8' setback variance has previously granted for the north lot line. This building addition was previously approved by the Planning Commission with no construction activity being performed since that submittal.

Recommendation:

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

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

Rezoning: 512 W. Taylor St. from R-3 to R-4 for G & T Construction.

The request to rezone this property is being made to allow for multi-family housing.

Motion to send to BOMA with a positive recommendation by Vice Mayor Messick, seconded by Ken Seuberling. Approved unanimously.

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Rezoning: 811 Lynchburg Rd. from R-3 to R-4 for G & T Construction.

The request to rezone this property is being made to allow for multi-family housing

Motion to send to BOMA with a positive recommendation by Vice Mayor Messick, seconded by Secretary Fletcher. Approved unanimously.

Amendment to Subdivision Regulation: The update the regulations at this time is to update the sidewalk regulation from June 2018 where the requirement if a subdivision has 5 lots or more the sidewalks are required on both sides of the street. As of December 2018 the requirement is only one side of the street. No sidewalks will be required in the UGB unless the City is providing sewer within 18 months of the start of the development.

Motion by Brad Goodwin to approve the amendment, seconded by Ken Seuberling. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:00 PM by Rob Clutter, seconded by Mayor Howard. Approved unanimously.

Chairman

Secretary

MANCHESTER BOARD OF ZONING APPEALS MEETING
June 22, 2023

Meeting was called to order by Ward Johnson at 6:01 P. M.

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

MEMBERS UNABLE TO ATTEND: Chairman Mark Williams and Vice Chairman Leif Swanson

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 to approve April 17, 2023 minutes made by Ken Seuberling, seconded by Secretary Fletcher.

APPROVAL OF MINUTES: MAY 15, 2023 NO MINUTES

BUSINESS;

1. Special Exception: 814 S. Spring St. for Wesley Parker for Multi-family dwelling. Zoned R-3

This special exception will allow for a four unit townhouse on the lot. The owners request this special exception for this purpose rather than subdividing the lot for two duplexes. Several people from the area had concerns about increase in traffic and the way the residents would have to pull out on S. Spring St. Residents was also concerned about the multi-family dwelling changing the aesthetics of the neighborhood from single family homes to allow for multi-family.

Motion by Mayor Howard to approve, seconded by Brad Goodwin. Approved unanimously.

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Report of Chairman: NONE

Report of Engineer/Codes Director: None

**Motion to adjourn at 6:15 by Vice Mayor Messick, seconded by Secretary Fletcher.
Approved unanimously**

Chairman

Secretary