

**THE MANCHESTER PLANNING COMMISSION MINUTES  
JANUARY 21, 2021**

Chairman Mark Williams called the meeting to order at 5:30 P.M. The meeting was held in person and via ZOOM.

**MEMBERS PRESENT:** Mayor Marilyn Howard, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Steve Jernigan (via ZOOM), Secretary Linda Bryan, Gary Trail and David Pennington

**MEMBERS UNABLE TO ATTEND:** NONE

**NON-MEMBERS PRESENT:** Codes Director Jamie Sain, Office Mgr. Grace Frazier & others.

**NON-MEMBERS UNABLE TO ATTEND:** City Engineer Scot St. John

**APPROVAL of December 21, 2020 MINUTES:**

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

**BUSINESS:**

**Prem./Final Plat:** 2 lot subdivision 2149 Woodbury Hwy for Lee Nettles. Located in UGB and Zoned RS-1

This preliminary/final plat carves 0.14 acres off of the Nettles lot and combines it with the adjacent New Union Baptist Church lot. The lots are in the Urban Growth Boundary of the City of Manchester

**Recommendation:**

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

Motion by Secretary Bryan to approve, seconded by David Pennington. Approved unanimously.

**Final Plat:** 10 lots at 400 Doak Rd., Spring House Estates, owned by Allan Howard. Zoned R-1A.

This final plat is for Phase I of Spring House Estates and is for 10 lots fronting Doak Road. This phase includes the realignment of Doak Road, as well as new utility installation and utility relocations. The City of Manchester is responsible for the base stone and asphalt pavement on the realigned roadway as per a separate agreement previously approved by the BOMA.

**Recommendation:**

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

1. Post letters of credit on incomplete infrastructure.
2. Coordinate with DREMC on street lights and pay fee to City of Manchester

Two letters of credit will be needed for approval of the plat. One will be needed in the amount of \$62,000 for the installation of sewer lines and a fire hydrant. The other ILOC will be needed in the amount of \$80,000 for grading, pavement removal, erosion control, and sidewalks. Payment will also need to be received for the installation of three street lights.

Motion by David Pennington to approve pending the punchlist items be met, seconded by Secretary Bryan. Approved with five members in favor and Mayor Howard abstaining.

**Site Plan:** 1400 Hillsboro Blvd. for Roman Foneseca, for El Molecajete Restaurant. Zoned C-2

El Molcajete intends to relocate to a new 5,583 sf building which will be constructed adjacent to the existing restaurant building on Hillsboro Blvd. The new 148 seat restaurant site will include stormwater detention, a fire sprinkler system, and 91 parking spaces. The restaurant owners will submit a preliminary/final plat at the February Planning Commission to subdivide the lots in order to place the new restaurant on an individual lot separate from the existing houses.

**Recommendation:**

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

1. Provide copy of TDOT entrance permit once received
2. Submit a subdivision plat for the new lot
3. Submit the NOI, SWPPP, and NOC prior to construction
4. Submit a detention maintenance agreement form

Motion by Vice Mayor Messick to approve pending punchlist, seconded by Gary Trail. Approved unanimously.

**Annexation Request:** 2685 Murfreesboro Hwy., approx. 8 acres to be zoned R-4 for Allan Howard.

The plans for this property are to construct 30 or so individual houses. The exact amount of acreage is to be determined due to a storage building and driveway that will be subdivided and still be owned by Donald Parker. Plans of Service have been submitted by each City department, including the City of Manchester School System. All departments will be able to provide service to the area with a possible rezoning being done by the Manchester School System.

Motion by Secretary Bryan to send to the BOMA with a positive recommendation, seconded by Vice Mayor Messick. Approved with five members in favor and with Mayor Howard abstaining.

**Right-of-way closure Lakeview Dr., as shown on the Hendrixson Lake View S/D plat.**

**Request to defer until the Feb. 15<sup>th</sup>, 2021 meeting.**

**Amendment to Sign Ordinance 14-516, Standards for signs, billboards, and other structures.**

**Director Sain informed the Commission of some of the changes that this amendment proposes to the sign ordinance. A sign committee was formed to help with input on the changes that are being proposed. After discussion of the changes, Vice Chairman Jernigan stated that he did not agree with the change that flags or banners will not be allowed on temporary real estate and auction signs.**

**Motion by Vice Chairman Jernigan to approve with the removal of no flags or banners being allowed on temporary real estate and auction signs. No second.**

**Motion by Vice Mayor Messick to approve as presented, seconded by Mayor Howard. Approved with a vote of 5 to 1 with Vice Chairman Jernigan voting No.**

**Report of Chairman: None**

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

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

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**Chairman**

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**Secretary**

**MANCHESTER BOARD OF ZONING APPEALS MINUTES**  
**January 21, 2021**

**NO BUSINESS FOR THE MONTH OF JANUARY**