

# THE MANCHESTER PLANNING COMMISSION MINUTES

FEBRUARY 20, 2017

Chairman Mark Williams called the meeting to order at 5:35 P.M.

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Cheryl Swan, Chairman Mark Williams, Vice Chairman Freda Jones, Gary Trail and Steve Jernigan

**MEMBERS UNABLE TO ATTEND:** Secretary Linda Bryan. Alderman Swan was appointed Secretary by Chairman Williams.

**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 JANUARY 2017 MINUTES:**

Motion by Alderman Swan, seconded by Steve Jernigan, approved unanimously.

### **BUSINESS:**

**Site Plan:** 2030 Murfreesboro Hwy. for J & W Repair for a 30 x 40 open canopy building addition to the existing auto repair shop. The existing building does not meet the front setback requirement and the proposed addition will not meet the front setback either. Due to the site topography, the proposed addition needs to be located as shown on the plat and allow the installation of a drainage ditch at the rear. Also, TDOT acquired right-of-way off the parcel in recent years to allow the realignment of Fredonia Road. These issues are the basis for a variance to the setback requirements as will be discussed during the BOZA meeting. Zoned C-3

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

1. Change zoning of adjacent Andrews property to C-3
2. Approval is subject to the approval of the front setback variance request by the BOZA.

Motion by Steve Jernigan to approve, seconded by Vice Chairman Jones. Approved unanimously

**Prem./Final Plat:** 2 lot S/D 612 Maple Street for Greg Curl. Rezoned from R-3 to R-4 to allow for a personal residence to be constructed. The plat subdivides the one parcel into two parcels. The property was rezoned from R-3 to R-4 in recent meetings of the Board of Mayor and Alderman. Utilities are existing that serve both lots. Fire hydrant coverage is adequate for both lots. The existing house on Lot 1 currently does not meet the front setback requirements.

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

Motion by Alderman Swan to approve, seconded by Steve Jernigan. Approved unanimously

**Rezoning:** .51 acres located at 1210 Oakdale St. for the City of Manchester. Zoned I-1 to C-3 to allow for a headstart building by the Coffee County Head start.

The Planning Commission voted to send to the Board of Mayor and Alderman with a positive recommendation pending the City of Manchester negotiate with the State of Tennessee terms for the property, since the City will be giving the property to the State with no cost involved.

Motion by Steve Jernigan to send to BOMA with a positive recommendation to approve pending negotiation, seconded by Gary Trail. Approved unanimously.

**Rezoning:** 4 lots- 3 located on Madison St. and 1 on Parks St. for a total of 4.73 acres for Pamela Jernigan. If rezoned, plans for the property are for an apartment development. The rezoning does not meet the land use plan for future development.

Motion by Alderman Swan to send to BOMA with a positive recommendation, seconded by Vice Chairman Jones. Approved with Steve Jernigan abstaining from the vote due to personal reasons.

**Zoning Map Approval:**

The Planning Commission was presented an updated zoning map with the zoning changes made as of January 2017.

Motion by Steve Jernigan to approve and send to the BOMA for approval, seconded by Mayor Norman. Approved unanimously.

**Subdivision Sidewalk Regulations:**

It was decided that all residential developments and new commercial buildings would require sidewalks where they adjoin an existing collector or arterial street. Sidewalks will have to be installed if the interior roads are considered an arterial or collector street. There was discussion about how many lots in a subdivision would require sidewalks on one side of the road, would the developer be responsible for construction of Greenway if it is located in the subdivision and various other issues. It was decided to contact developers and have them come in for the meeting on March 20, 2017 for input on the new regulations to be approved.

**Report of Chairman:** Chairman Williams is looking to organize a Thoroughfare Plan Committee to give input and suggestions on updating the Thoroughfare Plan.

**Report of Engineer/Codes Director:** Codes Director Jamie Sain informed the Planning Commission of the State mandated training to take place on March 9, 2017 in the Board Room.

**Motion to adjourn at 6:35 P.M. by Mayor Norman, seconded by Steve Jernigan. Approved unanimously.**

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**Chairman**

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**Secretary**

**MANCHESTER BOARD OF ZONING APPEALS MINUTES  
FEBRUARY 20, 2017**

Chairman Mark Williams called the meeting to order at 6:37 P.M.

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Lana Sain, Chairman Mark Williams, Vice Chairman Freda Jones, Gary Trail and Steve Jernigan.

**MEMBERS UNABLE TO ATTEND:** Secretary Linda Bryan. Alderman Swan was appointed Secretary.

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

**NON-MEMBERS UNABLE TO ATTEND:**

**APPROVAL OF MINUTES:** JANUARY 19, 2017 MINUTES

Motion by Alderman Swan to approve, seconded by Steve Jernigan. Approved unanimously.

**BUSINESS:**

**VARIANCE:** 2030 Murfreesboro Hwy. for J & W Repair for an 8ft. variance on the front of the property. Due to the site topography, the proposed addition needs to be located as shown on the site plan and allow the installation of a drainage ditch at the rear. Also, TDOT required right-of-way off the parcel in recent years to allow the realignment of Fredonia Rd. These issues are the basis for a variance to the setback requirements.

Motion by Alderman Swan to approve, seconded by Steve Jernigan. Approved unanimously.

**REPORT OF CHAIRMAN: NONE**

**REPORT OF ENGINEER/CODES DIR.: NONE**

Motion to adjourn at 6:40 P.M. by Alderman Swan, seconded by Steve Jernigan, unanimously approved.

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Chairman

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Secretary

