

# THE MANCHESTER PLANNING COMMISSION MINUTES

JUNE 20, 2016

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

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Lana Sain, Chairman Mark Williams, Vice Chairman Freda Jones, Secretary Linda Bryan, Gary Trail and Jim Hollandsworth

**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 MAY 2016 MINUTES:**

Motion by Alderman Sain, seconded by Gary Trail, approved unanimously.

**Prem./Final:** 3 Lots to 2 in Hannah Grace S/D for Allan Howard. Zoned R-3  
DEFERRAL REQUESTED

**Construction Plan Approval:** 18 lot S/D off Baker Street and Woodrow Street, Hillwood S/D, for Allan Howard. Water and sewer extensions are required by the developer to serve the development. Electric is being extended by DREMC to serve the development. The subdivision lots were previously established by a plat with no roadway or utilities available to serve the lots. The developer is installing a roadway on Baker Street up to lot 8 as well as a storm system and utilities. Zoned R-2

Staff recommends approval pending punch list items.

1. Approval is subject to TDEC approval of water and sewer plans.
2. Submit a copy of the SWPPP and TDEC NOC.
3. DREMC is to prepare a street lighting plan. Developer is to pay the City for lighting cost. Submit DREMC cost estimate to City.
4. Revise the note on RP-1 to reflect the correct lots being served by this construction plan set (Lot 1, 11-18 of Block D).
5. Delete the proposed water service to Lot 10 of Block D.
6. Delete the proposed water and sewer service stubbed into the Moore Street right-of-way.
7. Verify length of vertical curves and K-values of Baker Street profile.
8. Add gate valve and 20' of water line stubbed out at end of Baker Street line.
9. Note on the roadway plans that the entire temporary cul-de-sac diameter is to be asphalt paved with the standard roadway pavement section.
10. Dedicate the proposed public utility and drainage easements by plat or easement document.

Motion to approve pending punch list items by Jim Hollandsworth, seconded by Mayor Norman, approved unanimously.

**Construction Plan Approval:** 18 lot S/D, Arbor Oaks, on a parcel at the intersection of Skinner Flat Rd., Al White Drive, and Ester Lane. Water and sewer extensions are required by the developer to serve the development. Electric is being extended along Al White Drive to serve the lots fronting this street. Zoned R-3

Staff recommends approval of the construction plans subject to the following comments:

1. Approval is subject to TDEC approval of water and sewer plans.
2. Submit a copy of the SWPPP and TDEC NOC.
3. DREMC is to prepare a street lighting plan on Al White Drive. Developer is to pay the City for lighting costs. Submit DREMC cost estimate to City.
4. Submit a completed detention maintenance agreement form.

Motion to approve pending punch list items by Secretary Bryan, seconded by Vice Chairman Jones, approved unanimously.

**Construction Plan Approval:** 52 lot S/D, Jacoby Estates on a 14.33 acre parcel on Old Tullahoma Highway just north of Toliver Lake Rd. The property is currently outside of the City Limits of Manchester and annexation has been requested with a desired zoning of R-3. Water is available to the site. A 10" force main is existing along Old Tullahoma Hwy. and a new pump station and force main will be required to be installed along with gravity sewer lines within the subdivision.

Staff recommends approval of the construction plans subject to the following comments:

1. Approval is subject to the rezoning of the property by the BOMA and establishing the zoning as R-3.
2. Approval is subject to TDEC approval of water and sewer plans.
3. Submit a copy of the SWPPP and TDEC NOC.
4. DREMC to prepare street lighting plan. Developer is to pay the City for lighting cost. Submit DREMC cost estimate to City.

Motion to approve pending punch list items by Jim Hollandsworth, seconded by Secretary Bryan, approved unanimously.

**ACCEPTANCE OF STREETS OF MAGNOLIA GLEN DEVELOPMENT: DEFERRED**

**CLOSURE OF SHADY LANE OFF HILLCREST DRIVE:**

Request for closure of undeveloped right-of-way of Shady Lane by an adjacent property owner has been presented to the city. The staff has no issues with this closure and has a positive recommendation to the BOMA.

Motion by Mayor Norman to send to the BOMA with a positive recommendation, seconded by Secretary Bryan, approved unanimously.

**REPORT OF CHAIRMAN: NONE**

**REPORT OF ENGINEER/CODES DIRECTOR: NONE**

**Motion to adjourn at 5:47 P.M. by Gary Trail, seconded by Jim Hollandsworth, unanimously approved.**

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**Chairman**

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**Secretary**

**MANCHESTER BOARD OF ZONING APPEALS MINUTES  
JUNE 20, 2016**

Chairman Mark Williams called the meeting to order at 5:48 P.M.

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Lana Sain, Chairman Mark Williams, Vice Chairman Freda Jones, Secretary Linda Bryan, Gary Trail and Jim Hollandsworth.

**MEMBERS UNABLE TO ATTEND:**

**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:** May 2016 MINUTES

Motion by Alderman Sain to approve, seconded by Gary Trail, approved unanimously.

**BUSINESS:**

**VARIANCE:** Norman Home Builders request a 3ft. variance on the side setback at 61 Cooper Place for construction of a new home. This is a corner lot and therefore would have two front setbacks of 50 ft. Zoned R-1

Motion by Secretary Bryan to approve, seconded by Freda Jones, approved unanimously.

**VARIANCE:** Brett Henley request a 15ft. variance on the side and 30ft. variance on the rear property line for construction of a storage building on his property. This variance is still needed even with the 25ft. of Shady Lane that will be added to the Henley property. The variance will be subject to the closure of Shade Lane by the BOMA.

Motion by Alderman Sain to approve pending the approval of the lane closure by BOMA, seconded by Secretary Bryan, unanimously approved.

**REPORT OF CHAIRMAN: NONE**

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

Motion to adjourn at 6:03 P.M. by Jim Hollandsworth, seconded by Alderman Sain, unanimously approved.

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Chairman

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Secretary

