

THE MANCHESTER PLANNING COMMISSION MINUTES

JULY 18, 2016

Chairman Mark Williams called the meeting to order at 5:40 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 JUNE 2016 MINUTES:

Motion by Jim Hollandsworth, seconded by Secretary Bryan, approved unanimously.

Prem./Final: Resubdivision of Lots 23, 24 & 25 in Hannah Grace S/D for Allan Howard. This plat combines three lots into two lots within Hannah Grace S/D. Lot 24 is split and 4,923 sf is combined with Lot 23 and 2,568 sf is combined with Lot 25. The lots are currently vacant. Zoned R-3

Staff recommends approval of the preliminary/final plat subject to the following comments:

1. Change Coffee County Highway Department to Manchester Public Works Department on certification block.

Motion by Jim Hollandsworth to approve, seconded by Mayor Norman, approved unanimously.

Site Plan: Brett Henley-Henley Mini-Storage, Hillcrest Rd. Zoned C-3

This site plan is for the addition of storage buildings on the existing Henley Mini-Storage facility. 6,200 sf of new storage units are being added to the existing 11,200 sf facility. Building 'A' will be adjacent to property currently zoned R-2 and landscaping buffer is proposed. A setback variance has been granted by the BOZA for this area. Building 'B' as proposed requires the dedication of half of the Shady Lane Right-of Way from City to developer. This dedication is still pending. Once the ROW is dedicated, the storage facility will be adjacent to residential property and a landscape buffer is proposed. A setback variance at Building 'B' is being requested in the BOZA meeting.

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

1. Site plan approval is subject to the City abandoning the Shady Lane ROW with dedication of half to Henley.
of half to Henley.

2. Site plan approval is subject to the setback variance being granted by the BOZA for the side near Building 'B'.
3. The site plan should reflect the correct property lines including bearings/distance of the Shady Lane dedication (pending).
4. The fire hydrant coverage exceeds the current coverage requirements. The fire department is requiring that a fire hydrant be installed at the intersection of the driveway and Hillcrest Rd.

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

Final Plat: Arbor Oaks S/D, Ester Lane/Skinner Flat/Al White Drive. This final plat is for the subdivision of one lot into 18 lots. The preliminary plat and construction plans have previously been approved by the Planning Commission. Zoned R-3

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

1. Developer to pay street lighting fee
2. Submit a completed detention maintenance agreement form
3. Post a performance bond.

Motion by Jim Hollandsworth to approve, seconded by Alderman Sain, approved unanimously.

Final Plat: Jacoby Estates S/D, Old Tullahoma Hwy. This final plat is for the subdivision of two lots into 52 lots. The preliminary plat and construction plans have previously been approved by the Planning Commission.

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

1. The developer to pay street lighting fee
2. Submit a completed detention maintenance agreement form
3. Post a performance bond
4. Plat approval is subject to TDEC approval of water and and sewer plans.

Motion by Jim Hollandsworth to approve, seconded by Secretary Bryan, approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 5:55 by Alderman Sain, seconded by Secretary Bryan, approved unanimously.

Chairman

Secretary

**MANCHESTER BOARD OF ZONING APPEALS MINUTES
JULY 18, 2016**

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

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

MEMBERS UNABLE TO ATTEND: Mayor Norman had to be excused from the BOZA meeting.

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: June 2016 MINUTES

Motion by Jim Hollandsworth to approve, seconded by Secretary Bryan, approved unanimously.

BUSINESS:

VARIANCE: Brett Henley request an additional 10 ft. variance with the 15ft. variance that was granted in June on the side for construction of storage buildings. Zoned C-3

Motion by Gary Trail, seconded by Jim Hollandsworth, unanimously approved.

REPORT OF CHAIRMAN: NONE

REPORT OF ENGINEER/CODES DIR.: NONE

Motion to adjourn at 6:00 P.M. by Jim Hollandsworth, seconded by Alderman Sain, unanimously approved.

Chairman

Secretary

