

THE MANCHESTER PLANNING COMMISSION MINUTES
January 20, 2022

Chairman Mark Williams called the meeting to order at 5:30 P.M.

MEMBERS PRESENT: Mayor Marilyn Howard, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Steve Jernigan, Leif Swanson and David Pennington

MEMBERS UNABLE TO ATTEND: Secretary Linda Bryan

NON-MEMBERS PRESENT: City Engineer Scot St. John, Codes Director Brittany Fiske, Office Mgr. Grace Frazier & others.

NON-MEMBERS UNABLE TO ATTEND: NONE

APPROVAL OF NOVEMBER 15, 2021 MINUTES:

With the absence of Secretary Bryan, Chairman Williams appointed Leif Swanson as acting Secretary.

Motion by Vice Chairman Jernigan to approve, seconded by Leif Swanson. Approved unanimously.

BUSINESS:

Prem./Final Plat: 2 lots Beechwood Dr. for Eldie Ray Morgan. In the UGB zoned RS-1

This preliminary/final plat adjust a lot line between Lots 3 and 4 on Beechwood Drive with no new lots being created. This property is in the Manchester Urban Growth Boundary. There is an existing house and shed on Lot 4 and the shed encroaches onto Lot 3 in the current condition. This plat will carve an equal amount from each lot such that the lot areas remain the same on both lots and the shed will be completely on Lot 4.

Recommendation:

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

Motion by Vice Chairman Jernigan to approve as presented, seconded by David Pennington. Approved unanimously.

Prem./Final Plat: 2 lots 604 College St. for Vernon Sherrill. Zoned C-3

This preliminary/final plat redivides three lots into two lots with the existing buildings remaining as they currently exist. There was a setback variance granted in 1992 as referenced in Note 8 that allowed the construction of the metal building. This plat requires the granting of a variance by the BOZA for an 11' side setback variance for the new Lot 2 side lot line for the metal building.

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

1. Plat approval is subject to the BOZA granting the 11' side setback variance for Lot 2/

Motion by Vice Chairman Jernigan to approve pending BOZA approval of variance, seconded by Vice Mayor Messick. Approved Unanimously.

Prem. Plat: 5 lots 1310, 1312, 1314, 1316 McArthur St. and 1316 Willow Dr. for Leif Swanson and Eric Burch. Zoned R-3

This preliminary plat redivides five lots into five lots in order to create a new 1.63 acre lot at the end of Willow Drive. The existing houses fronting McArthur Drive will remain on individual lots with the back of the lots being carved off to create Lot 5 on Willow Drive. Notes on the plat indicate that the development of Lot 5 will likely require a 6" water line extension with fire hydrant. This is to be addressed on a site plan showing the development plan for that lot with townhouses. The plat includes the creation of right-of-way at the end of Willow Drive for a cul-de-sac to be installed by the Lot 5 owner during the development of that lot. A special exception was granted at the December 2021 BOZA meeting for allowance for multi-family to be constructed on this property. The owner has indicated the long-term goal is to develop the highway frontage lots as commercial in the future, but the houses are to remain at this time and these frontage lots remain as R-3. The owner has requested a rezoning of Lot 5 to R-4 from R-3.

Recommendation:

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

1. Per Note 7, the developer of Lot 5 will be required to extend the 6" water line and install a fire hydrant to provide fire coverage to the setbacks shown on the lot if full depth of the lot is developed.
2. The developer of Lot 5 will be required to install the cul-de-sac at the end of Willow Drive at the time of the lot development.

Motion by Vice Chairman Jernigan to approve pending the punchlist items, seconded by David Pennington. Approved unanimously with Leif Swanson abstaining.

Rezoning: 1310, 1312, 1314,1316 McArthur St. and 1316 Willow Dr. from R-3 to R-4 for Leif Swanson and Eric Burch.

The back portion of the lots on McArthur St. make up Lot 5 with access from 1316 Willow Dr. The front portion of the lots along McArthur will stay R-3 with the new Lot 5 being rezoned to R-4.

Motion by Vice Mayor Messick to send to BOMA with a positive recommendation to rezone to R-4 and to amend the Land Use Plan, seconded by David Pennington. Approved unanimously with Leif Swanson abstaining.

Grant for Manchester Fred Deadman & Dave King Park Ball Field lighting.

The City of Manchester has applied for a grant to replace lights and poles in the Fred Deadman and Dave King Park ball fields. The grant is a \$1,000,000.00 with up to a \$500,000.00 match from the City of Manchester.

Motion by Vice Mayor Messick to continue with the grant, seconded by Vice Chairman Jernigan. Approved unanimously

At this time, 5:53 P M, a motion was made by Vice Chairman Jernigan and seconded by Vice Mayor Messick for a temporary adjournment to discuss an item on the BOZA agenda.

Return back to the Planning Commission meeting at 5:57 P M

Discussion of right-of-way stubs within subdivisions to adjacent vacant properties:

It has been requested that the City create an ordinance that would require a subdivision of 30 or more lots to have two (2) access roads going into the subdivision for emergency entrance and for traffic flow. The Planning Commission discussed the City of Tullahoma Subdivision Regulations that include a Connectivity Index Ratio, the 2018 International Fire Code, Appendix D-Fire Apparatus Access Roads and the City of Manchester Subdivision Regulations. The City of Manchester Subdivision Regulations already has a section that states that proposed streets shall be extended to the boundary lines of the tract to be subdivided, unless prevented by topography or other physical conditions or, unless, in the opinion of the Planning Commission, such extension is not necessary or desirable for the coordination of the subdivision design with the existing layout or the most advantageous future development of adjacent tracts. After the discussion a decision was made to use the current City of Manchester Subdivision Regulations.

Report of Chairman: NONE

Report of Engineer/Codes Dir.: NONE

Motion to adjourn at 6:17 PM by Vice Mayor Messick, seconded by David Pennington. Approved unanimously

Chairman

Secretary

MANCHESTER BOARD OF ZONING APPEALS MEETING
January 20, 2022

Chairman Mark Williams called the meeting to order at 5:54 P.M.

MEMBERS PRESENT: Mayor Marilyn Howard, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Steve Jernigan, Leif Swanson and David Pennington

MEMBERS UNABLE TO ATTEND: Secretary Linda Bryan. Leif Swanson is acting Secretary.

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

NON-MEMEBERS UNABLE TO ATTEND: None

APPROVAL OF MINUTES: December 20, 2021

Motion by Mayor Howard to approve, seconded by Leif Swanson. Approved unanimously

BUSINESS:

Variance: 604 College St. for Vernon Sherrill for 11ft. on the side setback

This request is for variance to the side setback property line to clean up the property lines on 2 lots.

Motion by Vice Chairman Jernigan to grant the variance, seconded by Mayor Howard. Approved unanimously

Report of Chairman: None

Report of Engineer/Codes Director: None

Motion to adjourn and return to the Planning Commission meeting at 5:56 by David Pennington, seconded by Vice Chairman Jernigan. Approved unanimously.

Chairman

Secretary