

THE MANCHESTER PLANNING COMMISSION MINUTES

January 24, 2019

Chairman Mark Williams called the meeting to order at 4:33 P.M.

MEMBERS PRESENT: Mayor Lonnie Norman, Alderman Bill Nickels, Chairman Mark Williams, Vice Chairman Steve Jernigan, Secretary Linda Bryan, Gary Trail, and David Pennington

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 DECEMBER 2018 MINUTES:

Motion by Alderman Nickels to approve, seconded by Gary Trail. Approved unanimously.

David Pennington made a motion to add the discussion of meeting time and day to the agenda in the Codes Director report. No action taken.

BUSINESS:

Prem./Final Plat: 254 N. Waite St. for Phillip Davis, 3 lots for lot line adjustment. Zoned R-3

This preliminary/final plat splits a portion off of the Ray property and the Cathey property and conveys it to Davis. A portion of the Ray house is currently constructed over the property line and this will correct the condition.

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 Secretary Bryan. Approved unanimously.

Prem./Final Plat: 2 lot subdivision 1642/1656 Hillsboro Blvd. for Orville Foster. Zoned C-3

This preliminary/final plat subdivides the existing commercial lot into two lots. The existing convenience store will remain on Lot 1 (0.86 ac). Lot 2 (0.64 ac) is undeveloped. Public use easements are being provided on both lots along Summer Street. Private utility easements are provided across Lot 2. The existing canopy at the existing gas station on Lot 1 overhangs into the public use easement.

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

Motion by Secretary Bryan to approve as presented, seconded by Vice Chairman Jernigan. Approved unanimously.

Prem./Final Plat: Haley Dr./Stroud St./Sitz Dr. for Pamela Ham, 4 lots for property line adjustment.

Zoned R-3

This preliminary/final plat subdivides a portion of Lots 2 and 3 and adds this rear strip to Lots 5 and 6. The existing duplexes on Lots 2 and 3 remain on these lots. Haley Drive is an accepted city street and provides access to Lot 5. Sitz Dr. is undeveloped in the area of Lot 6.

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

- 1. Show sewer to Lot 5. The developer may want to look into centralizing a lift station to accommodate for future development.**
- 2. Show water to Lot 6.**
- 3. Submit construction plans for public roadway improvements to Lots 5 and 6. An approved city street with a temporary cul-de-sac will have to be installed to build on Lot 6. The approved city street will have to at least extend 50' past the northwest front property line. The temporary cul-de-sac can be gravel but must be installed for proper turnaround.**

Mark Williams, representative of Pamela Ham, referenced a note on the plat. He thought that it would take care of the punchlist items. The note prevented construction from occurring on Lots 5 and 6 until the punchlist items were met. Codes Director Sain said that this issue would have to be worked out with the Water and Sewer and Public Works Departments before the plat is registered.

Motion by Vice Chairman Jernigan to approve pending punchlist items, seconded by Alderman Nickels. Approved unanimously.

Revision to subdivision regulations regarding sidewalks: The regulations require sidewalks in a subdivision of 5 or more lots on one side of the road. Director Sain had the sidewalk requirements from Tullahoma, Shelbyville, Murfreesboro and Winchester. Winchester was the only one that had no set regulations and would let the Planning Commission decide if sidewalks would be necessary in a subdivision or not. Tullahoma, Shelbyville, and Murfreesboro all require sidewalks in a major subdivision of 5 or more lots with Shelbyville and Murfreesboro requiring sidewalks on both sides of the road. The Planning Commission decided to not make any changes to the regulations. This regulation of 5 or more lots, will also apply in the UGB with sidewalks on one side of the road.

Election of Officers: Mark Williams is currently serving as Chairman, Steve Jernigan is serving as Vice Chairman, and Linda Bryan is serving as Secretary.

Motion by Steve Jernigan to keep the Officers the same, Seconded by Mayor Norman. Approved unanimously.

Report of Chairman: Chairman Williams opened the discussion to change the time for the Planning Commission meeting to 4:30 PM. After discussion it was decided to leave the time the third Monday of the month at 5:30 PM.

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Report of Engineer/Codes Director: NONE

**Motion to adjourn at 5:12PM by Vice Chairman Jernigan, seconded by Gary Trail.
Approved unanimously.**

Chairman

Secretary

**MANCHESTER BOARD OF ZONING APPEALS MINUTES
JANUARY 24, 2019**

Chairman Mark Williams called the meeting to order at 5:13 P.M.

MEMBERS PRESENT: Mayor Lonnie Norman, Alderman Bill Nickels, Chairman Mark Williams, Vice Chairman Steve Jernigan, Secretary Linda Bryan, Gary Trail and David Pennington.

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 MINUTES: DECEMBER 2018

Motion to approve by Alderman Nickels, seconded by Secretary Bryan.
Approved unanimously

BUSINESS: NONE

Motion to adjourn at 5:15PM by Vice Chairman Jernigan, seconded by Secretary Bryan.
Approved unanimously.

Chairman

Secretary

