

THE MANCHESTER PLANNING COMMISSION MINUTES

May 20, 2019

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

A request was made by Alderman Nickels to amend the agenda and add a request for annexation by JJ Manchester LLC of 2.25 acres of the 13.67 acre parcel at the end of Hospitality Blvd., Tax Map 085, Parcel 020.00. This will be item 8 on the agenda.

Motion by Alderman Nickels to amend the agenda, seconded by Vice Chairman Jernigan. Approved unanimously.

APPROVAL OF APRIL 2019 MINUTES:

Motion by Mayor Norman to approve, seconded by Alderman Nickels. Approved unanimously.

BUSINESS:

Prem./Final Plat: 748/818 Riddle Rd. 2 lot S/D for Southern Custom Building. This property is in the UGB and Zoned RS-1

This property is within the UGB of the City of Manchester. This preliminary/final plat subdivides one lot into two lots. Tract 1 is 4.90 acres and Tract 2 is a 3.99 acre lot with a house and outbuildings. In October 2018, a 1.00 acre parcel with house was subdivided off (surrounded by Tract 1). At that time, it was discussed that Hillsville Utility District only has a 4" water line on the road and it does not support fire protection. It should be noted that the same conditions exists for this subdivision.

Recommendation:

The Planning Commission should acknowledge that the minimum fire protection requirements of the City are not being met with this plat. A future subdivision of the 4.90 acre parcel or the 3.00 acre parcel could require the installation of fire hydrants with line upgrades to meet the City requirements. On Tract 2, the house is existing and no changes to the current fire hydrant coverage is being proposed.

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

1. The Certificate of Recording should reference the “Manchester Subdivision Regulations”, instead of “Coffee County Subdivision Regulations”.

Motions by Vice Chairman Jernigan to approve pending the punchlist item and waive the requirement for fire protection due to water line size in the area, seconded by Alderman Nickels. Approved unanimously.

Prem./Final Plat: 2 lot S/D for line adjustment 325 Hendrixson Dr. for Carlton Smith. Zoned R-3

This preliminary/final plat subdivides one lot into two lots. Lot 1 is 0.29 acres with house and Lot 2 is a 0.41 acre lot.

Recommendation:

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

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

Prem./Final Plat: 2 lot S/D 440 Shelton Rd. for Manchester Investments LLC. to Smotherman on Oak Hollow Rd. Zoned R-1 & R-2

This preliminary/final plat splits 0.81 acres off of a larger parcel on Shelton Rd. owned by Manchester Investment LLC and combines it with an existing house with lot on Oak Hollow Rd. owned by Smotherman. The new lot of Smotherman is 1.25 acres. The remaining owned by Manchester Investments LLC is 7.1 acres. The 0.81 ac is zoned R-1 and the existing lot of Smotherman is zoned R-2. The Smotherman lot will have two zonings.

Recommendation:

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

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

Prem./Final Plat: 2 lot S/D for Bobby Walker on Duck River Rd. & Post Rd. in River Chase S/D. Zoned R-2

This preliminary/final plat subdivides one lot into two lots. Lot 1 is 0.33 acres and Lot 2 is 0.28 acres. Utilities are available to both lots. Lot 1 is required to have the house fronting Post Rd. as per Note 3.

Recommendation:

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

Motion by Mayor Norman to approve, seconded by Gary Trail. Approved unanimously.

Prem./Final Plat: 3 lot S/D for Allan Howard on Forrestwood Dr./John Mark Court.
Zoned R-4

This preliminary/final plat subdivides one lot into three lots. Lots 1 and 2 are 0.17 acres and Lot 3 is 4.93 acres. Utilities are available to both lots 1 and 2. Lot 3 will be subdivided further in the future. There is an undeveloped right-of-way along the frontage of the development. The base flood elevation's 1048' and both lots are partially at the 1048' elevation and partially below the 1048' contour. The majority lot Lot 3 is below the 1048' contour and future development of this lot will require placement of fill and submittal of a map revision request to FEMA.

Recommendations:

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

1. Lot 2 does not have frontage to an improved city street. However, Forrestwood Drive is immediately adjacent diagonally from the front of the lot. The Planning Commission could require the developer to extend the public roadway in this phase along one of the property lines of Lot 2, or the Planning Commission could allow it to be extended in the next phase.
2. Since a portion of Lots 1 and 2 are below the FEMA Base Flood Elevation of 1048', less than 1' of fill will likely be required to elevate the lots above the flood plain. The next phase of development on this lot will also require fill to elevate the lots and would require a FEMA submittal for the floodplain alterations. The developer should submit the necessary FEMA application to address Lots 1, 2 and 3 at this time.
3. Provide construction plans for the necessary grading on the lots.

Motion by Vice Chairman Jernigan to approve, pending the punchlist items and a waiver of requirement of public roadway frontage at this time for Lot 2, seconded by Secretary Bryan. When Lot 3 is developed, Lot 2 will have adequate road frontage. Approved unanimously.

Rezoning: 3014 Hillsboro Blvd. owned by FJS Partnership in the UGB.
Zoned RS-1 to C-2.

This property is located in the City of Manchester UGB. The property is being used as commercial property and the owner would like the property rezoned to C-2, which is commercial. Since this property is in the UGB, the City Regional Planning Commission will have to make a recommendation before it is sent to the County Commissioners for a rezoning.

Motion by Alderman Nickels to send to the County with a positive recommendation to rezone, seconded by Vice Chairman Jernigan. Approved unanimously.

Rezoning: 3204 McMinnville Hwy. for Richard and Olga Brindley in the UGB.
Zoned RS-1 and rezone to C-2.

This property is located in the City of Manchester UGB. The property has been used for commercial purpose in the past. The present owner would like the property rezoned to C-2 which is commercial so that it can be used for an office for a construction company.

The property consists of 2 lots, Map 066 Group H Parcel 018.01 and Parcel 018.00. After discussion from residents that abuts the Parcel 018.00 that have concerns of it being rezoned to commercial because it extends so far into the residential area, the property owner agreed to amend his request to rezone the entire parcel and request to rezone only the first 150' from the Hwy. 55 ROW back. The rest of Parcel 018.00 will remain RS-1 at this time.

Motion by Alderman Nickels to send to the County Commissioners with a positive recommendation to rezone all if Parcel 018.01 and the first 150' of Parcel 018.00, seconded by Vice Chairman Jernigan. Approved unanimously.

Annexation: A request was made by Alderman Nickels to amend the agenda and add a request for annexation by JJ Manchester LLC of 2.25 acres of the 13.67 acre parcel at the end of Hospitality Blvd., Tax Map 085, Parcel 020.00. Plans of Service has been received by all City Departments, including the City of Manchester Public Schools. The property has City water and sewer available. JJ Manchester is also requesting the property be rezoned to C-2

Motion by Alderman Nickels to send to the BOMA with a positive recommendation for the annexation, plans of service, and zoning of C-2, seconded by Secretary Bryan. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:18 PM by Alderman Nickels, seconded by Vice Chairman Jernigan. Approved unanimously.

Chairman

Secretary

MANCHESTER BOARD OF ZONING APPEALS MINUTES
May 20, 2019

Chairman Mark Williams called the meeting to order at 6:20 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: None for April 2019

BUSINESS:

1. **Variances: 1767 Hillsboro Hwy. for Tim Boyce at Mr. Bubbles Carwash.**
Request a 12 ft. variance on the side setback and variance on greenspace landscape area requirement for construction of a mechanical room addition.
Zoned C-3

The commercial building that is next door to the carwash, when it was constructed, was built on a rise that was built up above the grade of the carwash. This causes run off water to enter the existing mechanical room. If the setback variance is granted, the owner plans to construct a larger mechanical room with a block foundation to divert some of the water that runs into the building. With the additional mechanical room and the plans for additional improvements to the carwash their landscaped area will fall below the required 10% coverage. A variance is also being requested for the total landscaped area to be below the required 10%.

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

Report of Chairman: None

Report of Engineer/Codes Director: None

Motion to adjourn at 6:25 by David Pennington, seconded by Alderman Nickels. Approved unanimously.

Chairman

Secretary

