

# THE MANCHESTER PLANNING COMMISSION MINUTES

May 21, 2018

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

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Cheryl Swan, Chairman Mark Williams, Vice Chairman Freda Jones, Secretary Linda Bryan, Gary Trail and Steve Jernigan

**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 APRIL 2018 MINUTES:**

Motion by Steve Jernigan to approve, seconded by Gary Trail. Approved unanimously.

**BUSINESS:**

**Prem./Final Plat:** 4 lot S/D on Lynchburg Rd./Woodrow St. for JJP Properties. Zoned R-3

Deferred until the June 18, 2018 meeting.

**Prem./Final Plat:** 3 lot subdivision on Lynchburg Rd., Noel St. and West End Circle for Luis Vado. Zoned R-4

This plat subdivides two lots into three lots. Currently, one lot fronts West End Circle with the other lot fronting both Noel Street and Lynchburg Road. With this proposed resubdivision, Lot 1 fronts West End Circle, but a larger drainage ditch and sewer line requires the access to this lot be across the proposed Lot 2 from Noel Street. Lot 2 will front Noel Street, but only has 40' frontage to this improved street, which requires a variance. Lot 3 will have frontage off of Lynchburg Road only. Noel Street does not have a cul-de-sac at the end of the street and only two existing houses are located on this street with both having lot frontage towards West End Circle. The proposed Lot 1 and 2 will have access off the dead end of Noel Street with no means for garbage trucks or emergency vehicles being able to turn around at the end.

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

1. Show a private sewer easement across Lot 1 or service to Lot 2.
2. Show a reduced building setback envelope on Lot 1 providing 500' minimum coverage from the existing fire hydrant to the entire envelope.

Motion by Steve Jernigan to approve pending punch list items, seconded by Secretary Bryan. Approved unanimously.

**Preliminary Plat: 22 lots in Country Club Estates Phase V on Camille Street off of Country Club Drive in the UGB for Eugene “Tink” Driver. Water lines are existing in the area and MWSD is the provider. The lots will be on individual septic systems.**

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

**Motion by Alderman Swan to approve, seconded by Vice Chairman Jones. Approved unanimously.**

**Construction Plans: 22 lots in Country Club Estates Phase V for Eugene “Tink” Driver. Located on Camille Street off of Country Club Drive in the UGB. The construction plans include roadway, drainage, and utility construction.**

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

- 1. Submit a completed detention maintenance agreement form to Coffee County Codes Department.**
- 2. City of Manchester requires headwalls on storm pipes 18” or larger. Call out on plans for headwalls.**
- 3. Label top of berm elevation on detention basin.**
- 4. The graded drainage ditch between Lots 12/13 is not located in the 20’ drainage easement.**
- 5. Identify if there is a runoff increase to the adjacent Moore property at the point of Lot 12/13 lot line due to this development since no detention basin is provided at Lot 12/13. Show in calculations. The concern is on the point discharge of the drainage ditch towards Moore.**
- 6. Label the proposed radius of the new roadway at the intersection of Camille St./Country Club Circle.**
- 7. The proposed fire hydrant at Lot 4/5 is shown in the center of the sewer easement. Shift the hydrant.**

**Motion by Vice Chairman Jones to approve pending punchlist items, seconded by Secretary Bryan. Approved unanimously.**

**Site Plan: Expressway Drive for Christopher Simerly for Heavy Equipment Sales. Zoned C-2. This site plan is for a 384 sf building and parking are on an undeveloped lot on Expressway Drive. Parking area will be concrete and the area where the equipment will be parked will be gravel due to the heavy equipment causing damage to the concrete. Utilities are available and stormwater detention is provided.**

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

- 1. Provide a completed Detention Maintenance Agreement form.**
- 2. Provide details of erosion control measures.**

**Motion by Alderman Swan to approve pending punchlist items, seconded by Gary Trail. Approved unanimously.**

**Site Plan:** 301 Relco Drive for a restaurant for Maria Mendez. Zoned C-2. This site plan is for a 4,600 sf restaurant on an undeveloped lot on Relco Drive. Utilities are available and stormwater detention is provided.

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

1. List that the street cut for the water service shall be repaired per Street Department specifications.
2. Show the location of the Fire Department Connection (FDC) and confirm 100' coverage from fire hydrant.
3. Provide a completed Detention Maintenance Agreement form.

Motion by Steve Jernigan to approve pending punchlist items, seconded by Secretary Bryan. Approved unanimously.

Report from Chairman: NONE

Report from Engineer/ Codes Director: NONE

Alderman Swan made a request for the sidewalk requirements in subdivisions be added to the June agenda. She feels like the Planning Commission needs to revisit the number of houses in a subdivision that would cause sidewalks to be required.

Motion to adjourn at 6:00 P.M. by Mayor Norman, seconded by Vice Chairman Jones. Approved unanimously.

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Chairman

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Secretary

# MANCHESTER BOARD OF ZONING APPEALS MINUTES

## MAY 21, 2018

Chairman Mark Williams called the meeting to order at 6:02 P.M.

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Cheryl Swan, Chairman Mark Williams, Vice Chairman Freda Jones, Secretary Linda Bryan, Gary Trail and Steve Jernigan.

**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:** APRIL 2018

Motion by Gary Trail to approve, seconded by Secretary Bryan. Approved unanimously.

**BUSINESS:**

**Variance/Other:** Swanson Development has requested clarification of off street parking requirements for a laser tag arena/family arcade games located at 1700 McArthur St. Zoned C-3

The sf. of the building at the above location that would be used for laser tag/arcade contains 8,000 sf. The BOZA has determined that for each 250 sf a parking space should be provided. Therefore, the required parking will be 32 spaces. It was also discussed that a back entrance into the building should be provided.

Motion by Alderman Swan to approve, seconded by Steve Jernigan. Approved unanimously.

**Variance:** Randall Rogers of 506 Riverside Dr. has requested a variance for 14 ft. on the front property line setback where a carport can be attached to the front of his house, leaving a 21 ft. front property line setback. It was mentioned that there are several carports like this in the neighborhood. It was also mentioned that the neighborhood is older and no road widening will occur in the future. Zoned R-2

Motion by Steve Jernigan to approve, seconded by Alderman Swan. Approved unanimously.

**Special Exception:** 146 Interstate Drive for Randy Gilley for a temporary office trailer. Zoned C-2

The owner of the property, Daniel Powers and Ed Holland Trust, did not apply for the Special Exception and did not provide Mr. Gilley with a letter stating that they gave him

permission to act as a designated agent for them on this matter. There was no one at the meeting to represent this request.

Motion to disapprove by Mayor Norman, seconded by Alderman Swan. Disapproved unanimously.

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**Variance:** Sweet Grass Estates on Powers Rd. and Shelton Rd. for a 10' variance on the front property line on lots 1-16 off Powers Rd. and on lots 27-57 off of Shelton Rd. This would reduce the front setback from 35' to 25' on these lots. Mr. Allan Howard is requesting this variance to be able to keep houses as far away as possible from I-24 and existing property surrounding the development. A variance was approved in April's meeting to reduce the front setback to 30' on all lots. Zoned R-2

Randy Ridner with DREMC met with Codes Director Sain and discussed the three phase power lines in the subdivision and the location of the lines. The three phase power lines will abut lots 17-26 and the front setback will remain 30' on these lots. Several neighbors from the Shelton Rd. section of the subdivision was in attendance and voiced concerns of water runoff and traffic. The Preliminary Plat and Construction Plans have already been approved by the Planning Commission in prior months addressing these concerns. Alderman Swan made the suggestion for them to get with Director Sain and setup a meeting with the Street Department and possibly the Street Committee about the concerns of the condition and width of Shelton Road.

Motion by Gary Trail to approve a 10' front setback variance on lots 1-16 and 27-57, seconded by Steve Jernigan. Approved unanimously.

**Special Exception:** 604 College Street for Vernon Sherrill Jr. for a portable classroom for the Coffee County Drug Court Program. Zoned C-3

A request from Mr. Sherrill was for an additional two years until May 2020. Mike Lewis with the Coffee County Drug Court Program stated that they would like to see some type of permanent structure in place of the portable classroom.

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

REPORT OF CHAIRMAN: NONE

REPORT OF ENGINEER/CODES DIR.: NONE

Motion to adjourn at 6:50 P.M. by Alderman Swan, seconded by Steve Jernigan. Unanimously approved.

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Chairman

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Secretary

