

THE MANCHESTER PLANNING COMMISSION MINUTES
June 23, 2022

Chairman Mark Williams called the meeting to order at 5:35 P.M.

MEMBERS PRESENT: Vice Mayor Mark Messick, Chairman Mark Williams, Secretary Linda Bryan, Leif Swanson, Ward Johnson and David Pennington

MEMBERS UNABLE TO ATTEND: Mayor Marilyn Howard

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 MAY 18, 2022 MINUTES:

Motion by Leif Swanson to approve, seconded by Elissa Fletcher. Approved unanimously.

BUSINESS:

Prem./Final Plat: 2 lots Spyglass Lane for Judy Jackson Driver in the UGB zoned RS-1

This preliminary/final plat subdivides one lot into two lots. This is the remaining area carved off of Simply Southern Estates subdivision. The Lot 2 area is being combined with the existing Jeromy Anderson lot. Lot 1 is a newly created flag lot. An ingress/egress easement is shown for Truesdale's existing driveway.

Recommendation:

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

1. Provide TDEC approval of the septic for Lot 1
2. Ensure that Thormaehlen signs the plat or provides an easement document for the 30' Private Utility & Drainage Easement Servicing Lot 1
3. Revise the 20' Utility Easement to 20' Public Utility Easement which is intended for the 6" water line to be dedicated to MWSD
4. Label fire hydrant coverage to the rear of Lot 1 building envelope

Motion by Leif Swanson to approve pending punchlist items are corrected, seconded by Ward Johnson. Approved unanimously.

Prem./Final Plat: 3 lots, 384 Hunt St., for Jeff Lowe. Zoned R-3

This preliminary/final plat subdivides one lot into three lots. The existing single-wide mobile home is to be removed from the site. Lots 2 and 3 will be flag lots with building envelopes behind Lot 1. Utilities are existing and will serve the three lots.

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

Motion by Linda Bryan to approve, seconded by Elissa Fletcher. Approved unanimously.

Final Plat: 36 lots Forrest Ridge Subdivision, for Allan Howard. Zoned R-4
Zoned R-3

This final plat is the 36 lot subdivision off of US Hwy 41 North that has received preliminary plat approval and construction plan approval

Staff recommends approval of the final plat subject to the following punchlist items.

1. Post bond on incomplete public infrastructure
2. Obtain TDOT approval of entrance
3. Provide a completed detention maintenance agreement form
4. Pay street lighting fee to City
5. Provide a copy of TDEC approval of sewer system.

Motion by Vice Mayor Messick to approve pending punchlist items are addressed, seconded by Ward Johnson. Approved unanimously.

Construction Plans: Simply Southern Estates for Jeff Lowe. Zoned R-4

The construction plans are for a 76 lot subdivision at the end of Country Lane. The property has recently been annexed into the City Limits and then rezoned to R-3. Water is available. Sanitary sewer is being provided by gravity sewer, pump station, and a force main. Stormwater detention is being provided.

Recommendation:

Staff recommends approval of the construction plans subject to the revision of plans to address the following punchlist items.

1. Submit the SWPPP for review. Final review of erosion control will be done once the SWPPP is submitted. Provide a copy of the Notice of Coverage once received from TDEC
2. Submit a signed detention maintenance agreement form prior to final plat.
3. WP-1, Provide calculations meeting requirements of Ordinance 1617 Section H subsection 1 (750gpm fire flow). Show any proposed easements for off-site water line installation. Coordinate with MWSD for their direction and approval.
4. SSP-1, Provide details/specs on the sewer pump station. Show the force main connection to existing force main with check valves as required by MWSD. Coordinate with MWSD.
5. Sewer to the development is subject to approval by TDEC. Coordinate with MWSD.

Motion by Ward Johnson to approve pending punchlist items are corrected, seconded by Vice Mayor Messick. Approved unanimously.

Rezoning: 727 Coffee St. for Danny Davis from R-3 to R-4 for multi-family housing. The Land Use Plan will also need to be amended with the rezoning.

Motion by Vice Mayor Messick to send to BOMA with a positive recommendation and to amend the Land Use Plan, seconded by Leif Swanson. Approved unanimously.

The following items were on the agenda for rezoning and was deferred until a later date:

Interstate Drive from C-2 to R-4

2903 Hillsboro Blvd. from C-2 to R-4

Asbury Rd. Map 084, Parcel 025.02 from C-2 to R-4

McArthur St. Map 085H, to Parcel 021.00 from C-3 to R-4

Madison St. Map 076P, Parcel 023.01 from R-3 to R-4

815 Mill St. from R-3 to R-4

Report of Chairman: NONE

Report of Engineer/Codes Dir. The Land Use Committee is looking at the zoning ordinance and is looking at changing the ordinance and maybe adding another zone.

**Motion to adjourn at 7:39 PM by Elissa Fletcher, seconded by Leif Swanson.
Approved unanimously.**

Chairman

Secretary

**MANCHESTER BOARD OF ZONING APPEALS MEETING
June 23, 2022**

Chairman Mark Williams called the meeting to order at 7:40 P.M.

MEMBERS PRESENT: Vice Mayor Mark Messick, Chairman Mark Williams, Secretary Linda Bryan, Leif Swanson, Elissa Fletcher and Ward Johnson.

MEMBERS UNABLE TO ATTEND: Mayor Marilyn Howard

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: May 16, 2022

Motion by Secretary Bryan to approve, seconded by Ward Johnson. Approved unanimously

BUSINESS: NONE

Report of Chairman: None

Report of Engineer/Codes Director: None

Motion to adjourn at 7:42 P.M. by Vice Mayor Messick , seconded by Ward Johnson. Approved unanimously

Chairman

Secretary