

**THE MANCHESTER PLANNING COMMISSION MINUTES**  
**July 18, 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, Leif Swanson and Elissa Fletcher

**MEMBERS UNABLE TO ATTEND:** Secretary Linda Bryan and Ward Johnson. With the absence of Linda Bryan, Elissa Fletcher was appointed Secretary.

**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 June 23, 2022 MINUTES:**

Motion by Vice Mayor Messick to approve, seconded by Mayor Howard. Approved unanimously.

**BUSINESS:**

**Prem./Final Plat:** 2 lots 201 Expressway Dr. for Om Shivaay LLC., DBA Microtel. Zoned C-2

This preliminary/final plat subdivides one lot into two lots. The existing Microtel Hotel remains on Lot 1 of 1.91 acres and Lot 2 is vacant and being 1.00 acres. Utilities are available to the newly created Lot 2. Fire hydrant coverage is currently provided to both lot areas.

**Recommendation:**

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

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

**Prem./Final Plat:** 3 lots, Hillsboro Blvd. & Roberts Blvd., Map 084, parcel 34.09, parcel 34.13 and parcel 34.14 for John Roberts. Zoned C-2

This preliminary/final plat subdivides 3 lots into 2 lots. Both lots are currently vacant. Lot 1 will front US Hwy. 41 S and contain 1.77 acres. Lot 2 will front Roberts Boulevard and contain 1.91 acres. Utilities are available to both lots. Adequate fire hydrant coverage is available to both lots.

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

Motion by Mayor Howard to approve, seconded by Elissa Fletcher. Approved unanimously.

**Final Plat: 22 lots in Country Landing Subdivision Phase 2 for Curl Construction on Cat Creek Rd. Zoned RS-1 & C-1.**

This final plat is for 22 lots off of Cat Creek Road. The preliminary plat and construction plans have previously been approved for 49 lots on 50.0 acres. A final plat for 4 lots fronting Cat Creek Road was previously approved in December 2021. A portion of the subdivision lies in the City of Manchester's Urban Growth Boundary and a portion of the UGB. Public water lines are existing along Cat Creek Road to serve Phases 1 and 2. The lots will be on septic systems. Stormwater detention is being provided. An additional 76.8 acres remain at the rear of this development.

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

1. Provide a completed stormwater detention maintenance agreement
2. Obtain TDEC septic approval of the development prior to final plat recording.
3. Post a bond for incomplete infrastructure.

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

**Site Plans: DOT Foods, 600 Manchester Industrial Parkway. Zoned I-1**

This site plan is for a new food distribution facility in the Manchester Industrial Park at the end of Manchester Industrial Parkway. The main building is 179,382 sf, and the maintenance garage building is 11,380 sf. Public utilities are existing to serve the facility. The site plan has listed 50 trucks per day entering and exiting the facility. This truck traffic along with Great Lakes Cheese truck traffic appears to warrant an evaluation of the need for a traffic signal at US 42/ Manchester Industrial Boulevard by the City and Industrial Board of Coffee County. Stormwater detention is being provided.

**Recommendation:**

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

1. Submit enlarged grading, drainage, erosion control plans with additional detail.
2. Provide drainage/detention calculations for review.
3. Provide the SWPPP prior to full review of the erosion control plan.
4. Provide a signed, completed detention maintenance agreement form.
5. Provide a copy of the TDEC Notice of Coverage once received.
6. Label the typical auto parking space dimensions for regular spaces.
7. Label number of employees on each shift. Label number of parking space required and number provided.
8. List site data table including corrected zoning, building size, building area ratio, green space ratio, and site development ratio.
9. Label proposed domestic water meter assembly size and vault detail.
10. Show DDCVA on fire line in above ground hot box
11. Label existing sewer manhole invert elevations and top of casting elevation data.
12. Show planting schedule within buffer area.
13. Show sewer pump station details/pump type
14. The existing 12" water line at the cul-de-sac is not installed under asphalt pavement as shown on the plans.

15. Label that the proposed sanitary sewer pump station, force main, and service lines are private and to be maintained by DOT Foods.

16. Show a detail on the open cut and pavement repair at the force main installation in Manchester Industrial Parkway.

Motion by Leif Swanson to approve pending punchlist items are addressed, seconded by Mayor Howard. Approved unanimously.

**Annexation and zoning:** 1409 Oakdale Street for Curl Construction. Zoned R-4 and RS-1 in the UGB.

Curl Construction is requesting annexation and zoning of 1409 Oakdale St. There is 13.44 acres total, 12.44 in the UGB and 1 acre in the City Limits with a house on it. The request is to zone RS-1 & R-4 to R-4 for multi-family housing.

Motion by Leif Swanson to send to BOMA with a positive recommendation, seconded by Elissa Fletcher. Approved unanimously.

Amendment to Land Use Plan for Jesus Martinez for Taylor St. and Wood St. to R-4 zoning.

Motion by Leif Swanson with a positive recommendation to amend the Land Use Plan and zone the property R-4, seconded by Mark Messick. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Dir.

**Review of proposed zoning changes:** Amendment to dimensional requirements and addition of a R-5 zoning.

Motion by Leif Swanson to send to BOMA with a positive recommendation, seconded by Elissa Fletcher. Approved unanimously.

Motion to adjourn at 6:35 PM by Elissa Fletcher, seconded by Mark Messick. Approved unanimously.

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Chairman

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Secretary

**July 18, 2022**

**NO MEETING IN THE MONTH OF JULY**