

THE MANCHESTER PLANNING COMMISSION MINUTES

AUGUST 20, 2018

Chairman Mark Williams called the meeting to order at 5:40 P.M.

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

MEMBERS UNABLE TO ATTEND: Vice Chairman Freda Jones

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 JULY 2018 MINUTES:

Motion by Secretary Linda Bryan to approve, seconded by Steve Jernigan. Approved unanimously.

BUSINESS:

Prem./Final Plat: 2 lot S/D 3037 Murfreesboro Hwy. for Brent Myers. In UGB Zoned RS-1

This preliminary/final plat subdivides one lot into 2 lots with a 6.42 acre tract remaining. The existing house remains on Tract 1 and Tract 2 is undeveloped. The property is within the Urban Growth Boundary of the City of Manchester and zoned RS-1. The lots will be served by septic systems and public water (MWSD).

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

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

Prem./Final Plat: 2 lot S/D of Lot 11 Heritage Preserve S/D for Allan Howard. Zoned R-3

This preliminary/final plat subdivides Lot 11 into a 0.25 acre parcel for the building lot and 0.65 acre area for the detention basin. The intent is to place the detention basin in common open area to be owned and maintained by the Homeowners Association and not a part of Lot 11 as it was previously platted.

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

1. Provide a copy of the covenants that address the maintenance of the detention basin by the Homeowners Association.
2. Submit a new Detention Maintenance Agreement Form referencing this plat and signed by the new owner (Homeowners Association).
3. Show the greenway easement.
4. The vicinity map should show a larger area.

5. The detention area lot should end at the east lot line of Lot 3, but the lot dimensions are not matching original final plat in this area.
6. Show the entire Lot 11 area. On the original final plat, the lot extends past the 20' utility easement in the southeast corner.
7. In the Certificate of Dedication, it needs to reference Manchester, not Tullahoma.
8. In the Certificate of Recording, it needs to reference the Manchester Regional Planning Commission, not the Coffee County Planning Commission.
9. Clear up the second line of the Certificate of Approval of Public Street.

Motion by Secretary Bryan to approve pending punch list items, seconded by Gary Trail. Approved unanimously.

Final Plat: 26 Lots for Allan Howard in Sweet Grass Estates on the Powers Rd. side. Zoned R-2

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

1. Provide a copy of the covenants that address the maintenance of the detention basin by the Homeowners Association.
2. Revise the building setback envelopes where the overhead electric line passes through the lots or provide a note that the electric line is being removed as part of the construction plans with bond being posted for this incomplete construction item.
3. Show all drainage easements listed on the construction plans. A 20' easement should be provided on these side lot line ditches or storm pipes.
4. Post a bond on incomplete infrastructure.
5. Pay street lighting fee to the City.

Motion by Alderman Swan to approve pending punch list items, seconded by Mayor Norman. Approved unanimously.

Site Plan: Ingram Street for Glenn Chapman for multi-family housing. Zoned R-4.

This site plan is for a multi-family development (townhouses) on a single lot. Four units are proposed. Utilities are available to the lot. The increase in the rate of stormwater runoff is less than 1 cfs and detention is not proposed. The grading plan routes the runoff to the front drainage culvert.

Staff recommends approval of Site Plan. All punchlist items have been addressed.

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

Site Plan: 209 E. Moore St. for Glenn Chapman for storage units. Zoned C-3

This site plan is for mini-storage units at the existing flour mill site. The existing structures are either being removed, or added to. The flour mill building is not being affected. The parking area is to be paved.

Staff recommends approval of the site plan. All review comments have been addressed.

Motion by Mayor Norman to approve, seconded by Steve Jernigan. Approved unanimously.

Rezoning: 516 Woodbury Hwy. for Dwight and Deborah Haggard. Zoned C-2 & R-3 to C-2.

This is an existing lot with a house on the front part of the lot that is zoned C-2. The back part of the lot is zoned R-3 and the owner is requesting all of the lot to be zoned C-2. Codes Director Sain stated that this land was subdivided, but the zoning map was not updated at that time. This will align the zoning map with the property lines as they are now.

The Planning Commission recommends sending this to the BOMA with a positive recommendation.

Motion by Secretary Bryan to send to BOMA with a positive recommendation, seconded by Gary Trail. Approved unanimously.

Right of Way Closure: Remaining Sherwood Dr. right of way of Tanglewood S/D.

Closure of the right of way was requested by Robert Hagemann and Harrison Hill due to houses being located at the end of it that are in Hannah Grace S/D. The City would not be able to extend the road out without removal of houses. Bryan Pennington with the MWSD has requested the 50' ROW be left open as an easement for the sewer line that serves Hannah Grace S/D. The section of the ROW to the Willis property will remain open for future development. There will be 25' of the ROW deeded to each adjacent property owner.

Steve Jernigan abstained from the vote of this matter.

The Planning Commission recommends sending to the BOMA with a positive recommendation due to the ROW not being able to be used without buying and tearing down houses.

Motion by Secretary Bryan to send to BOMA with a positive recommendation, seconded by Alderman Swan. Approved unanimously.

Acceptance of Updates to Transportation Plan Maps:

The updated Transportation Plan Maps were presented to the Planning Commission for approval. Approval from the Planning Commission is being requested so the maps can be put into the Transportation Master Plan that will be presented at a later date to the Planning Commission and the BOMA for adoption.

Motion by Steve Jernigan for approval for them to be used in the Transportation Master Plan, seconded by Alderman Swan. Approved unanimously.

Report of Chairman: Chairman Williams thanked Alderman Swan for her service with the Planning Commission and BOZA and wished her well on her future endeavors.

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:15 by Steve Jernigan, seconded by Alderman Swan. Approved unanimously.

Chairman

Secretary

**MANCHESTER BOARD OF ZONING APPEALS MINUTES
AUGUST 20, 2018**

Chairman Mark Williams called the meeting to order at 6:16 P.M.

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

MEMBERS UNABLE TO ATTEND: Vice Chairman Freda Jones

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: July 2018 MINUTES TO APPROVE.

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

BUSINESS:

VARIANCE: 370 Amelia Dr. in Jacoby Estates S/D for JJP Properties 15' on front setback. Zoned R-3

JJP Properties is requesting the setback variance on Lot 29 due to them shifting the drainage ditch that goes into the detention area to not have to bring down trees used as a buffer and an old fence row, on the back of the property. The property is also located at the cul-de-sac which cuts into the front property line. Phillip McAfee stated that they are wanting to line the house up with existing homes on Amelia Dr. and give the house somewhat of a back yard.

Motion by Steve Jernigan to approve the variance, seconded by Mayor Norman. Approved unanimously.

REPORT OF CHAIRMAN: NONE

REPORT OF ENGINEER/CODES DIR.: NONE

Motion to adjourn at 6:25 P.M. by Alderman Swan, seconded by Gary Trail. Unanimously approved.

Chairman

Secretary

