

# THE MANCHESTER PLANNING COMMISSION MINUTES

SEPTEMBER 17, 2018

Chairman Mark Williams called the meeting to order at 5:33 P.M.

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Bill Nickels, Chairman Mark Williams, Gary Trail, Steve Jernigan and David Pennington

**MEMBERS UNABLE TO ATTEND:** Secretary Linda Bryan

With the absence of Secretary Bryan, Gary Trail was appointed Secretary.

**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

With Freda Jones not being on the Planning Commission any longer, Steve Jernigan was appointed Vice Chairman.

**APPROVAL OF AUGUST 2018 MINUTES:**

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

**BUSINESS:**

**Prem./Final Plat:** 2 lot S/D for June Dye Holland, 711 Brandontown Rd. in UGB Zoned RS-1.

This preliminary/final plat subdivides the existing Holland (Dye) property into two parcels. There currently are two houses on the one parcel and this plat splits the property such that each house is on a separate parcel. The property is in the City of Manchester's Urban Growth Boundary but currently outside of the City Limits. The public water is provided by the Manchester Water & Sewer Department. Sewer to each lot is by septic.

Staff recommends approval of the preliminary/final plat. No open punchlist items.

Motion by Vice Chairman Jernigan to approve as presented, seconded by David Pennington. Approved unanimously.

**Prem./Final Plat:** 2 lot S/D for Buster Bush at 315 N. Waite Street. Zoned R-3

This preliminary/final plat splits 2.00 acres of the Bush property at the rear and combines it with the 3.39 acres of Keele property at the front. The Keele parcel will be 5.39 acres and the remaining Bush property is 16.0 acres. There is an existing 30' ingress/egress and utility easement across the Keele parcel to the Bush property. This easement will remain and will be extended to the remaining Bush parcel. A portion of the Keele property is in the floodplain and floodway. No utilities are being impacted by the subdivision of property.

Staff recommends approval of the preliminary/final plat. No open punchlist items.

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

**Final Plat:** 30 lots Elrod Heights, Phase 2, Elrod Lane, off Hills Chapel Rd. for Joel Parker. Zoned R-3

This final plat is for 30 lots in the Elrod Heights Subdivision as developed by Joel Parker. The preliminary plat and construction plans were approved last year by the Planning Commission. Phase 1 final plat for 5 lots was approved earlier this year and construction on the remaining infrastructure has been in progress. This plat is for the remainder of the lots. Stormwater detention is being provided. Public water and sewer serviced by MWSD is being extended to serve the subdivision. There is remaining 2.68 acre parcel that fronts Rogers Circle.

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

1. Post a bond for incomplete infrastructure items
2. Pay street lighting fee to the City

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

**Amendment to Land Use Plan for rezoning of 516 Woodbury Hwy. from C-2 & R-3 to C-3**

There was discussion on the rezoning of this property at the August 20<sup>th</sup> meeting. The Planning Commission sent it to the BOMA with a positive recommendation. After the August meeting, it was found that the Land Use Plan showed the property as residential and commercial. Before the property can be officially rezoned by the BOMA, the Land Use Plan will need to be amended to show the entire property as commercial.

Motion by Mayor Norman to send with a positive recommendation to the BOMA to amend the Land Use Plan, seconded by Vice Chairman Jernigan. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 5:45 by Gary Trail, seconded by Vice Chairman Jernigan. Approved unanimously.

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Chairman

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Secretary

# MANCHESTER BOARD OF ZONING APPEALS MINUTES

## SEPTEMBER 17, 2018

Chairman Mark Williams called the meeting to order at 5:46 P.M.

**MEMBERS PRESENT:** Mayor Lonnie Norman, Alderman Bill Nickels, Chairman Mark Williams, Vice Chairman Steve Jernigan, Gary Trail and David Pennington.

**MEMBERS UNABLE TO ATTEND:** Secretary Linda Bryan  
Chairman Williams appointed Gary Trail to be Secretary.

**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:** AUGUST 2018 MINUTES TO APPROVE.

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

**BUSINESS:**

**VARIANCE:** Joel Parker is requesting variances on Lot 11 and Lot 13 on front setbacks in Elrod Heights Phase 2. Zoned R-3

This variance request is for a 5 ft. front setback variance on Lot 11 and a 7ft. front setback variance on Lot 13. The request for the variance is in compliance with the criteria for granting a variance.

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

**VARIANCE:** 400 Hillsboro Blvd. for D & D Oil, for a 15 ft. setback variance on the rear of the building. Zoned C-3

A variance is being requested for the construction of men's and women's ADA compliant restrooms and a kitchen expansion. The existing building does not currently meet the rear setback requirement, and the additions would further infringe on the rear property line. A variance is required for an addition on the rear of the building. The property was divided before any City ordinance was in effect to establish setbacks regulations. The only bathrooms in the building are not accessible to the public because they would have to go through the kitchen area and regulations set forth by the Health Department will not allow this. The back of the building is the only accessible place that an addition can be located but variances will need to be granted. DREMC has looked at the property and stated that the electric service ties in on the back where the addition would go and that easements from adjacent property owners might be needed. The lot and the building meets criteria for granting a variance, due to codes enforcement not being implemented when the lot was created and ADA restrooms now being required.

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

**VARIANCE:** Lot 7 Millennium Park S/D, Hospitality Blvd. for Blue Ocean (General Partnership) for reduction in required buffer width due to narrowness of the lot and lack of on-site storm drainage. Monument sign distance less than 8'-0" will be located at 3.91' from public right of way.

Blue Ocean started the meeting requesting the variance request for two parking spaces be taken off the agenda due to them finding areas to place the spaces on the site plan. Jasmin Patel, Craig Peavy, and Joe Parks were in attendance for La Quinta. Corinne Knupp, Jim Conley, and Kayla Transue were in attendance for Comfort Suites in opposition of the variances. Walker Nichols and Dan Rogers were in attendance for Holiday Inn in opposition of the variances. Rebecca French with the Conference Center was also in attendance.

After much discussion, there was a motion by Alderman Nickels to approve the variance due to Lot 7 being created when Comfort Suites was developed with a northern side property line placed at an angle and a 30' x 40' utility easement being located on the front of the property. Due to current fire code, a drive had to be placed on all sides of the building. This required the parking layout to change causing the buffer width to be decreased in some areas. The motion was seconded by Mayor Norman. Approved unanimously.

**REPORT OF CHAIRMAN: NONE**

**REPORT OF ENGINEER/CODES DIR.: NONE**

**Motion to adjourn at 7:45 P.M. by Alderman Nickels, seconded by Vice Chairman Jernigan. Unanimously approved.**

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Chairman

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Secretary

