

**CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
AGENDA**

**July 7, 2026, at 6:30 pm
City Hall Board Room
5:30 pm BOMA Work Session**

1. ROLL CALL:

2. INVOCATION:

3. PLEDGE TO THE FLAG

4. APPROVAL OF AGENDA

5. MINUTES

6-2-26 BOMA Meeting Minutes & BOMA Beer Board Meeting Minutes; 6-16-26 BOMA Special Call Minutes

6. COMMENTS FROM CITIZENS

7. COMMENTS FROM MAYOR

8. COMMITTEE AND COMMISSION REPORTS

*Safety *Finance *Street *Water & Sewer *Recreation *Tourism *Planning & Zoning
*Historic Zoning

9. RESOLUTIONS AND ORDINANCES

Resolutions:

- a) A resolution to approve a contract in the amount of Three Hundred Ninety-Seven Thousand Eight Hundred and Seven and 50/100 Dollars (\$397,807.50) for Project # 102-131, SR-2 Signalization Project; sponsored by Alderman Parsley.
- b) A resolution to approve an agreement between the City of Manchester, Tennessee and Coffee County, Tennessee for the coordination of road maintenance and emergency services; sponsored by Vice Mayor Messick.
- c) A resolution adopting a Plan of Services preliminary to annexation of 1.49 acres and 4.07 acres of property owned by Carolyn Clabough, located on Cat Creek Road and Perry Road; sponsored by Vice Mayor Messick.
- d) A resolution annexing 1.49 acre and 4.07 acres of property owned by Carolyn Clabough, located on Cat Creek Road and Perry Road; sponsored by Vice Mayor Messick.
- e) A resolution to authorize the amendment of the City's 457 and 401K Deferred Compensation Plans; sponsored by Alderman Crosslin.

Ordinances:

- a) 2nd reading of an ordinance to amend Manchester Municipal Code 18-201, 18-202, and 18-203 regarding Water, Sewer, Service, and Equipment Fees; sponsored by Alderman Parsley.
- b) 2nd reading of an ordinance rezoning property at 1309 Hills Chapel Rd for Jeanne Ball and Jane Melton from R-2 to R-3; sponsored by Vice Mayor Messick.
- c) 2nd reading of an ordinance rezoning property at 1310, 1312, 1314, & 1316 McArthur St. for Sven Leif Swanson from R-3 to C-3 (Map 085H, Group A, Parcels 012.00, 013.00, 014.00, & 015.00); sponsored by Vice Mayor Messick.
- d) 1st reading of an ordinance zoning that property owned by Carolyn Clabough, located on Cat Creek Road and Perry Road to R-1 and recently annexed into the City; sponsored by Vice Mayor Messick.

- e) 1st reading of an ordinance of the City of Manchester, amending MMC 1-111 and adopting rules for Public Comments, pursuant to Tennessee Code Annotated 8-44-112; sponsored by Alderman Crosslin.

10. OLD BUSINESS

11. NEW BUSINESS

- Housing, Education, & Health Board Appointments
- Historic Zoning Appointment
- Tourism Commission Appointment
- Tourism Director

12. ITEMS FROM THE BOARD OF MAYOR AND ALDERMAN

12. ADJOURNMENT:

TOWN HALL MEETING Wednesday, July 8, at 5:30 PM

www.cityofmanchestertn.com

LIVE STREAMING <https://www.youtube.com/@CityOfManchesterTennessee>

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMEN
Meeting Minutes
June 2, 2026, @ 6:30 pm
City Hall Board Room

The Board of Mayor and Aldermen met in regular session at 6:30 p.m. in the Board Room at Manchester City Hall. The meeting was presided over by Mayor Hobbs. Present for the meeting were Mayor Hobbs, City Attorney Johnson, Vice Mayor Messick, Alderman Anderson, Alderman Parsley, Alderman Crosslin, Alderman Threet, Alderman French, Executive Administrative Assistant Keele, Finance Director Burrows, Community Development & Zoning Director Brittany Fiske, Senior Accountant Kelley Weber, MWSD Director Foley, Parks/Rec. Director Fox, I.T. Manager Erica Scott, MPD Chief Floied, Assistant Director Public Works Kristina Moore, and City Engineer Adam Carter. Absent Public Works Director Gannon. Meeting opened with a prayer by Pastor Jackson, and the pledge to the flag was spoken in unison. Mayor Hobbs called the meeting to order.

ROLL CALL:

Called via open meetings.

MOTION TO APPROVE AGENDA: Alderman Crosslin made a motion to approve, and seconded by Alderman French. Alderman French made a motion to amend to add entering into a class action lawsuit regarding firetrucks under new business and seconded by Alderman Crosslin. Mayor Hobbs called for the roll and the amended motion passed 6-0. Mayor Hobbs called for the roll on the original motion and it passed 6-0.

APPROVAL OF MINUTES: Alderman French made a motion to approve the 5-5-26 BOMA Meeting Minutes and BOMA Beer Board Meeting Minutes. Seconded by Alderman Parsley and the motion passed 6-0.

CORRESPONDENCE: none

COMMENTS FROM CITIZENS: Coffee County Resident Sarah Bradley discussed the Bond Resolution. Scott Gibson with Cumberland Securities discussed the Bond Resolution. City resident Stuart McLaren discussed the Bond Resolution.

COMMENTS FROM MAYOR: Mayor Hobbs

Safety Committee- MFD Chief Chambers discussed his May report. MPD Chief Floied discussed his May report. Next Safety meeting is June 8. Safety Coordinator Fiske discussed her May report.

Finance Committee- Director Burrows discussed his departments May report. Finance Committee meeting is 6-16-26.

Street Committee- Assistant Director Moore discussed her May report and next meeting will be June 9.

Water /Sewer Commission- Director Foley discussed the MWSD May report. Next meeting will be 6-4-26.

Recreation Commission- Director Fox discussed May events and upcoming June events. Next meeting will be on 6-10-26

Tourism- Mayor Hobbs stated they did not meet in May due to a lack of quorum.

Planning & Zoning Commission- Director Fiske stated Planning and Zoning Commission meeting meets 6-15-26, and discussed May report.

Historic Zoning Commission- Director Fiske stated they will meet 6-4-26.

RESOLUTIONS AND ORDINANCES

Resolutions:

- a) A resolution updating the MWSD Industrial Pretreatment Program Enforcement Response Plan; sponsored by Vice Mayor Messick. Alderman French made a motion to approve and

seconded by Vice Mayor Messick. Mayor Hobbs opened the floor to a public hearing and called for the roll. The resolution passed 6-0.

- b) A resolution approving a contract with Dukes Root Control, Inc., in the amount of, and not to exceed, \$263,760.00 for Flow Monitoring, and other services; sponsored by Alderman Crosslin. Alderman French made a motion to approve and seconded by Alderman Anderson. Mayor Hobbs opened the floor to discussion. Mayor Hobbs called for the roll. The resolution passed 6-0.
- c) An initial resolution authorizing the issuance of not to exceed \$20,000,000.00 Water and Sewer System Revenue and Tax Bonds of the City of Manchester, Tennessee; sponsored by Mayor Hobbs. Alderman Crosslin made a motion to approve and seconded by Alderman French. Mayor Hobbs opened the floor to a public hearing. A discussion ensued between the BOMA and Cumberland Securities Representative Scott Gibson. Mayor Hobbs called for the roll. The resolution passed 6-0.
- d) A resolution authorizing the issuance of not to exceed \$20,000,000.00 in aggregate principal amount of Water and Sewer Revenue and Tax Bonds, Series 2026 of the City of Manchester, Tennessee; making provision for the issuance, sale and payment of said Bonds; establishing the terms thereof and the disposition of proceeds therefrom; providing for the collection and disposition of revenues from the Water and Sewer system of the municipality; and making provision for the operation of said system; sponsored by Mayor Hobbs. A discussion ensued between the BOMA and Cumberland Securities Representative Scott Gibson. Mayor Hobbs called for the roll. The resolution passed 5-1 with Alderman Anderson voting nay.

Ordinances:

- a) 1st reading of an ordinance rezoning property owned by Sven Leif Swanson on 1310, 1312, 1314, and 1316 McArthur Street from R-3 to C-3; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to discussion and called for the roll. The ordinance passed first reading 6-0.
- b) 1st reading of an ordinance rezoning property owned by Jeanne Ball and Jane Melton on 1309 Hills Chapel Road, From R-2 to R-3; sponsored by Vice Mayor Messick. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to discussion and called for the roll. The ordinance passed first reading 5-1 with Alderman Anderson voting nay.
- c) 1st reading of an ordinance to amend Manchester Municipal Code 18-201, 18-202, and 18-203 regarding Water, Sewer, Service, and Equipment Fees; sponsored by Alderman Parsley. Alderman Crosslin made a motion to approve and seconded by Alderman Parsley. Mayor Hobbs opened the floor to discussion and called for the roll. The ordinance passed first reading 5-1 with Alderman French voting nay.
- d) 1st reading of an ordinance for the City of Manchester, Tennessee amending Budget Ordinance No. 1743 for FY 2025-2026; sponsored by Alderman Crosslin. Vice Mayor Messick made a motion to approve and seconded by Alderman Anderson. Mayor Hobbs opened the floor to discussion and after none called for the roll. The ordinance passed first reading 6-0.
- e) 1st reading of an ordinance of the City of Manchester, Tennessee adopting a Budget for the Fiscal Year July 1, 2026 through June 30, 2027; sponsored by Mayor Hobbs. Alderman Crosslin made a motion to approve and seconded by Alderman Parsley. Mayor Hobbs opened the floor to discussion and called for the roll. The ordinance passed first reading 5-1 with Alderman Anderson voting nay.
- f) 1st reading of an ordinance amending provisions to Manchester Municipal Code 1-111 regarding Citizens Comments; sponsored by Alderman Crosslin. Alderman French made a motion to approve and seconded by Alderman Anderson. Mayor Hobbs opened the floor to discussion and called for the roll. The ordinance passed first reading 6-0.

OLD BUSINESS- none

NEW BUSINESS -

- Duck River Utilities Commission Board Appointment – Alderman French made a motion to appoint Nelson Watson on the DRUC board and seconded by Vice Mayor Messick. The motion passed 4-2 with Alderman Anderson and Alderman Crosslin voting nay.
- Authority to enter into a contract with an outside Attorney representing the City in a Class Action Lawsuit regarding Firetrucks – Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs called for the roll and the motion passed 6-0.

COMMENTS FROM BOMA:

Mayor Hobbs asked if anyone had any comments. Mayor Hobbs acknowledged DOT Foods in their outstanding partnership with the City and community. Mayor Hobbs stated there would be a Special Call BOMA meeting on 6-16-26 at 5:30 pm.

ADJOURNMENT:

- Being no further business to discuss, Mayor Hobbs asked for a motion to adjourn and Alderman French made the motion. The motion was seconded by Alderman Crosslin. The motion to adjourn was passed 6-0. The meeting adjourned at

SIGNATURES:

Mayor Joey Hobbs

Executive Administrative Assistant Keele

City of Manchester
Board of Mayor and Alderman
Beer Board Minutes
June 2, 2026

Immediately Following the Mayor and Aldermen Board Meeting

Call the Meeting to Order:

Approval of Agenda: Alderman French made a motion to approve agenda and seconded by Alderman Parsley. Mayor Hobbs called for the roll, and the motion passed 7-0.

Citizen Comments: none

Application(s):

1. Name of Business: Cracker Barrel # 3; Business Address: 103 Paradise St, Manchester, TN 37355; Previous Name of Business: N/A; Name of Owners: Cracker Barrel Old Country Store Inc., 305 Hartmann Dr., Lebanon, TN 37087; Name and Address of Property Owner: same as owner; Name of Applicant: Brittini Phillips Murfreesboro, TN 37129: Application is for On-premises consumption and retail. Assistant Police Chief Robertson stated the applicant has met all requirements and is favorable for permit. Alderman French made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs opened the floor to discussion and called for the roll. The motion to approve the application passed 7-0.

Adjournment: Alderman French made a motion to approve and seconded by Vice Mayor Messick. The motion passed 6-0.

Joey Hobbs, Mayor

Sage Keele, Executive Admin. Assist.

www.cityofmanchestertn.com
LIVE STREAMING <https://www.youtube.com/@CityOfManchesterTennessee>

CITY OF MANCHESTER
BOARD OF MAYOR AND ALDERMAN
SPECIAL CALL BOARD MEETING Minutes
Manchester City Hall Board Room
June 16, 2026
5 P.M.

CALL THE MEETING TO ORDER:

Pursuant to a call by Mayor Hobbs, there will be a Special Called Board of Mayor and Alderman Board Meeting on Tuesday, June 16, at 5:30 p.m. The meeting was called to order by Mayor Hobbs. Mayor Hobbs read the call sheet and the agenda. Present for the meeting were Mayor Hobbs, Alderman Anderson, Vice Mayor Messick, Alderman Crosslin, Alderman Threet, Alderman Parsley, Alderman French Executive Administrative Assistant Keele, Finance Director Burrows, Public Works Director Gannon, Fire Chief Chambers, Parks & Rec. Director Fox, Water & Sewer Director Foley, Assistant Police Chief Robertson, and Accounting Specialist Kelley Weber.

ROLL CALL: All present

COMMENTS FROM CITIZENS City resident Stuart McLaren discussed Ordinance (c) Citizen's Comments.

ORDINANCES

- a) 2nd reading of an ordinance for the City of Manchester, Tennessee amending Budget Ordinance No. 1743 for FY 2025-2026; sponsored by Alderman Crosslin. Alderman Anderson made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing. After none, Mayor Hobbs called for the roll. The ordinance passed second and final reading 6-0.
- b) 2nd reading of an ordinance of the City of Manchester, Tennessee, adopting a budget for the Fiscal Year beginning July 1, 2026 and ending June 30, 2027; sponsored by Mayor Hobbs. Vice Mayor Messick made a motion to approve and seconded by Alderman Crosslin. Mayor Hobbs opened the floor to a public hearing. After none, Mayor Hobbs called for the roll. The ordinance passed second and final reading 5-1 with Alderman Anderson voting nay.
- c) 2nd reading of an ordinance amending provisions to Manchester Municipal Code 1-111 regarding Citizens Comments; sponsored by Alderman Crosslin. Alderman Anderson made a motion to approve and seconded by Vice Mayor Messick. Mayor Hobbs opened the floor to a public hearing. Mayor Hobbs called for the roll and the ordinance passed second and final reading 6-0.

ADJOURNMENT: Alderman French made a motion to adjourn and seconded by Vice Mayor Messick. The motion passed 6-0.

SIGNATURES:

Mayor Joey Hobbs

Executive Administrative Assistant Keele

RESOLUTION NO. _____

A RESOLUTION TO APPROVE A CONTRACT IN THE AMOUNT OF THREE HUNDRED NINETY SEVEN THOUSAND EIGHT HUNDRED AND SEVEN AND 50/100 DOLLARS (\$397,807.50) FOR PROJECT # 102-131, SR-2 SIGNALIZATION PROJECT

WHEREAS the City of Manchester solicited bids for Project #102-131, Signalization of SR2, East of Doak Road to West of Campground Road; and

WHEREAS only one bid was received and then reviewed by the City's Engineer firm's representative and the Finance Department and after said review, Stansell Electric Company Inc.'s bid was found to be responsive to the requirements of the bidding documents, reflective of the current market conditions, and considering the specialized nature of the work was considered reasonable and to the best advantage of the City, and by letter, the City engineer firm's representative recommended acceptance of the sole bid of Stansell Electric Company, Inc., for the signalization of SR2; and

WHEREAS Manchester Municipal Code Section 5-703(4) of the City of Manchester requires any obligation of the City on any contract in excess of \$50,000 to be approved by resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester enter into a contract with Stansell Electric Company, Inc., for the signalization of SR2. Project # 102-131 for the bid of Three Hundred Ninety-Seven Thousand Eight Hundred and Seven and 50/100 Dollars (\$397,807.50).

Resolved this _____ day of July, 2026.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

RESOLUTION NO. _____

A RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE CITY OF MANCHESTER, TENNESSEE AND COFFEE COUNTY, TENNESSEE FOR THE COORDINATION OF ROAD MAINTENANCE AND EMERGENCY SERVICES

WHEREAS the City of Manchester, Tennessee is annexing certain non-adjointing land within in its Urban Growth Boundary (UGB), and

WHEREAS the City of Manchester, Tennessee and Coffee County Tennessee, wish to enter into an Interlocal Agreement for the City of Manchester to provide Emergency Protection and other services upon request, between current City boundaries and the newly annexed property as required by T.C.A. 6-51-104, pursuant to the agreement attached hereto as Exhibit “A;” that was recently approved by the Coffee County Commission, and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the City of Manchester, Tennessee enter into the attached agreement with Coffee County, Tennessee, to provide certain services pursuant to T.C.A. 6-51-104

BE IT FURTHER RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Mayor is authorized to execute this agreement.

Resolved this ____th day of July, 2026.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

Resolution No. 2026-11

A RESOLUTION TO APPROVE AN AGREEMENT BETWEEN THE CITY OF MANCHESTER, TENNESSEE AND COFFEE COUNTY, TENNESSEE FOR THE COORDINATION OF ROAD MAINTENANCE AND EMERGENCY SERVICES

WHEREAS the City of Manchester, Tennessee is annexing certain non-adjoining land within in its Urban Growth Boundary (UGB), and

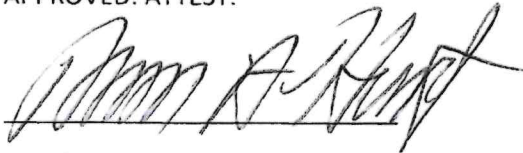
WHEREAS the City of Manchester, Tennessee and Coffee County Tennessee, wish to enter into an Interlocal Agreement for the City of Manchester to provide Emergency Protection and other services upon request, between current City boundaries and the newly annexed property as required by T.C.A. 6-51-104, pursuant to the agreement attached hereto as Exhibit "A;" and

NOW, THEREFORE, BE IT RESOLVED BY THE COFFEE COUNTY COMMISSION that Coffee County, Tennessee enter into the attached agreement with the City of Manchester, Tennessee, to provide certain services pursuant to T.C.A. § 6-51-104

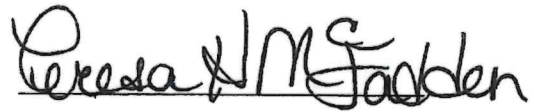
BE IT FURTHER RESOLVED BY THE COFFEE COUNTY COMMISSION that the County Mayor is authorized to execute this agreement.

APPROVED this 6th day of June, 2026

APPROVED: ATTEST:

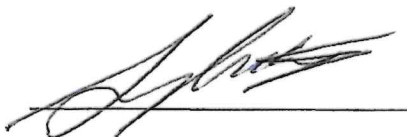


Dennis Hunt, County Mayor



Teresa H. McFadden, County Clerk

SPONSORS:



RESOLUTION NO. _____

**A RESOLUTION ADOPTING A PLAN OF SERVICES PRELIMINARY TO
ANNEXATION OF 1.49 ACRES AND 4.07 ACRES OF PROPERTY OWNED BY
CAROLYN CLABOUGH, LOCATED ON CAT CREEK ROAD AND PERRY ROAD**

WHEREAS Carolyn Clabough, owns certain property located at on Cat Creek and Perry Road, which she has requested the City to annex, described as follows:

PORTIONS OF MAP 086 Parcel 008.13 AND 008.14, respectively

BEGINNING at a capped rebar found in the west margin of Cat Creek Road, being the southeast corner of Ruedas (WDB. 418, pg. 746) and the northeast corner of the property herein described; thence proceeding along the margin of said road, S 26°56'26" W, 261.52 ft. to a 1 / 2-inch capped rebar set, being the northeast corner of Clabough (WDB. 393, pg. 487) and the southeast corner of the property herein described; thence leaving the margin of said road and proceeding along the north line of Clabough, N 62°36'05" W, 249.65 ft. to a 1 / 2-inch capped rebar set, being the southwest corner of the property herein described; thence leaving the north line of Clabough and proceeding through the lands of Clabough, N 26°55'07" E, 259.43 ft. to a capped rebar found, being the southwest corner of Ruedas and the northwest corner of the property herein described; thence proceeding along the south line of Ruedas, S 63°04'53" E, 249.74 ft. to the POINT OF BEGINNING, containing 1.49 Acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being a portion of the property described in WDB. 393, pg. 460, ROCCTn.

And

BEGINNING at a point at the intersection of the west margin of Cat Creek Road and the south margin of Perry Road, being the northeast corner of the property herein described; thence proceeding along the margin of Cat Creek Road, S 27°08'46" W, 306.77 ft. to a capped rebar found, being the northeast corner of Ruedas (WDB. 418, pg. 746); thence leaving the margin of said road and proceeding along the north line of Ruedas, N 63°04'53" W, 250.13 ft. to a capped rebar found; thence proceeding through the lands of Clabough, the following calls: thence N 75°32'51" W, 415.70 ft. to a 1 / 2-inch capped rebar set; thence N 04°01'39" E, 231.14 ft. to a 1 / 2-inch capped rebar set in the south margin of Perry Road; thence proceeding along the margin of Perry Road, S 76°53'05" E, 769.38 ft. to the POINT OF BEGINNING, containing 4.07 acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being portions of the properties described in WDB. 172, pg. 646 & WDB. 223, pg. 458, ROCCTn.

and

WHEREAS, prior to annexation, the City of Manchester is obligated by T.C.A. 6-51-102 to formulate a Plan of Services to this area; and

WHEREAS the Plan of Services is set forth in the attached documents generated by the Water and Sewer Department dated February 10, 2026, Police Department dated January 30, 2026; Manchester Fire-Rescue dated 30 January 2026; City of Manchester Street Department provided in February, 2026; Finance Office dated February 6, 2026; Health and Codes Department dated February 3, 2026; Manchester City Schools dated February 2, 2026 and the Manchester Parks and Recreation Department dated February 6, 2026; and

WHEREAS the Plan of Services was studied by the Manchester Regional Planning Commission at its meeting May 18, 2026, and it generated its written report dated June 11, 2026, as required by T.C.A. 6-51-102, a copy of which is attached hereto; and

WHEREAS the Board of Mayor and Aldermen of the City of Manchester conducted a public hearing on both the Plan of Services and annexation on July 7, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Plan of Services attached hereto be adopted in conjunction with the annexation of the following described property owned by Carolyn Clabough:

PORTIONS OF MAP 086 Parcel 008.13 AND 008.14, respectively

BEGINNING at a capped rebar found in the west margin of Cat Creek Road, being the southeast corner of Ruedas (WDB. 418, pg. 746) and the northeast corner of the property herein described; thence proceeding along the margin of said road, S 26°56'26" W, 261.52 ft. to a 1 / 2-inch capped rebar set, being the northeast corner of Clabough (WDB. 393, pg. 487) and the southeast corner of the property herein described; thence leaving the margin of said road and proceeding along the north line of Clabough, N 62°36'05" W, 249.65 ft. to a 1 / 2-inch capped rebar set, being the southwest corner of the property herein described; thence leaving the north line of Clabough and proceeding through the lands of Clabough, N 26°55'07" E, 259.43 ft. to a capped rebar found, being the southwest corner of Ruedas and the northwest corner of the property herein described; thence proceeding along the south line of Ruedas, S 63°04'53" E, 249.74 ft. to the POINT OF BEGINNING, containing 1.49 Acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being a portion of the property described in WDB. 393, pg. 460, ROCCTn.

And

BEGINNING at a point at the intersection of the west margin of Cat Creek Road and the south margin of Perry Road, being the northeast corner of the property herein described; thence proceeding along the margin of Cat Creek Road, S 27°08'46" W, 306.77 ft. to a capped rebar found, being the northeast corner of Ruedas (WDB. 418, pg. 746); thence leaving the margin of said road and proceeding along the north line of Ruedas, N 63°04'53" W, 250.13 ft. to a capped rebar found; thence proceeding through the lands of Clabough, the following calls: thence N 75°32'51" W, 415.70 ft. to a 1 / 2-inch capped rebar set; thence N 04°01'39" E, 231.14 ft. to a 1 / 2-inch capped rebar set in the south margin of Perry Road; thence proceeding along the margin of Perry Road, S 76°53'05" E, 769.38 ft. to the POINT OF BEGINNING, containing 4.07 acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being portions of the properties described in WDB. 172, pg. 646 & WDB. 223, pg. 458, ROCCTn.

Resolved this _____ day of July 2026.

Joey Hobbs Mayor

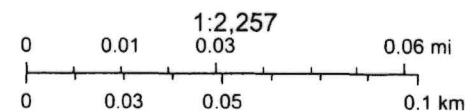
Anthony Burrows, Finance Director

Coffee County - Parcel: 086 008.13



Date: February 19, 2026

County: COFFEE
Owner: CLABOUGH CAROLYN C
Address: /520 CAT CREEK RD 500
Parcel ID: 086 008.13
Deeded Acreage: 5.49
Calculated Acreage: 0



Slate of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc. METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS



CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
107 Hillsboro Blvd.
Manchester, Tennessee 37355
931-723-1464



February 3, 2026

Re: Plan of service for the proposed annexation of property owned by Estate of Carolyn Clabough. Property located at 500 & 520 Cat Creek Rd., portion of Map 086, parcel 008.13. This property contains approximately 1.49 acres.

Planning, Zoning and Inspection Services:

The Planning and Zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City Planning will thereafter encompass the annexed area.

Any inspection services now provided by the City (Building, mechanical, plumbing, gas, housing, etc.) will begin in the annexed area on the effective date of annexation.

Sincerely,

Brittany Fiske
Community Development and Zoning Director

PLAN OF SERVICE

City of Manchester Public Works Department

The City of Manchester Public Works would be able to provide the following services upon annexation of the 1 parcel, 5.49 acres, /520 Cat Creek Rd 500, owned by Carolyn F Clabough.

1. Provide Sanitation Service (Contracted presently through Republic Services)
2. Provide pickup service of Brush and Junk
3. Provide Leaf Service to the annexed property
4. Provide signs for street names, stop signs, speed limit etc. (If Applicable)
5. Provide clearing of storm drains as necessary. (located on City Property)
6. Provide animal control in this area.
7. Remove litter and debris from road shoulders as needed. (on City Property)
8. Mow road shoulders as needed. (on City Property)
9. Maintain roadway (once roadway meets city standards)

Note: The current ROW appears to only be 30ft. The minimum required city ROW is 50ft. An additional ROW acquisition may be necessary to allow for roadway and shoulder maintenance. Resurfacing /paving of acquired ROW costs would bear significant additional budgeting to the city

THESE SERVICES WOULD BE PROVIDED AS SOON AS THERE IS FINAL BOARD APPROVAL.

.....

200 West Fort St.
Manchester Tennessee 37355
931-728-2099
931-728-4673
931-723-1591 Fax

Manchester Police Department

January 30, 2026

To: Brittany Fiske

From: Adam Floied
Chief of Police

Ref: Plan of service for Cat Creek Road

This is a response to a Plan of Service request for property owned by Carolyn Clabough, property located on Cat Creek Road (Map 086, Parcel 008.13), Manchester, TN, of approximately 5.49 acres. Manchester Police patrol, response to calls, and other routine police services, using present personnel and equipment, will be provided on the effective date of annexation. The present level of police services throughout the city will be adequate to provide the same services to the newly annexed area.

Respectfully,



Adam Floied
Chief of Police

.....



City of Manchester
Finance Office
200 W. Fort Street
Manchester, Tennessee 37355

February 6, 2026

To: Brittany Fiske

From: Anthony Burrows

Re: Plan of Service for the annexation of property located at Perry Road, Tax Map 086, Parcel 008.14; Cat Creek Road, Tax Map 086 Parcel 008.13, and Tolliver Lake Road, Tax Map 086, Parcel 058.03 all owned by Carolyn Clabough.

The Finance Department's Plan of Service will be for the collection of property taxes and any other taxes or fees associated with this property. The Finance Department will accept payment of these property tax payments coordinated through the City Tax Office and authorized by the City of Manchester.

If you have any questions or need additional information, please let me know.

Sincerely,

Anthony Burrows
Finance Director



736 W. HIGH STREET
MANCHESTER, TN 37355

WAREHOUSE (931) 728-1273

BILLING OFFICE (931) 728-7171

February 10, 2026

Brittany Fiske
Community Development and Zoning Director
107 Hillsboro Blvd.
Manchester, TN 37355

Re: Plan of Service for Proposed Annexation of Properties owned by Carolyn Clabough located on Cat Creek Rd. (Map 086, Parcel 008.13)

Ms. Fiske,

Water

There is an 6" water main that runs along Perry Rd. on the opposite side of the roadway. There is also a 24" water main that runs along Cat Creek Rd. on the opposite side of the roadway.

Sewer

As shown on the attached map, sewer is not available for the property. The nearest 8" gravity main is at the dead end of Remington Place approximately 0.56 miles east of site side of Perry Rd.

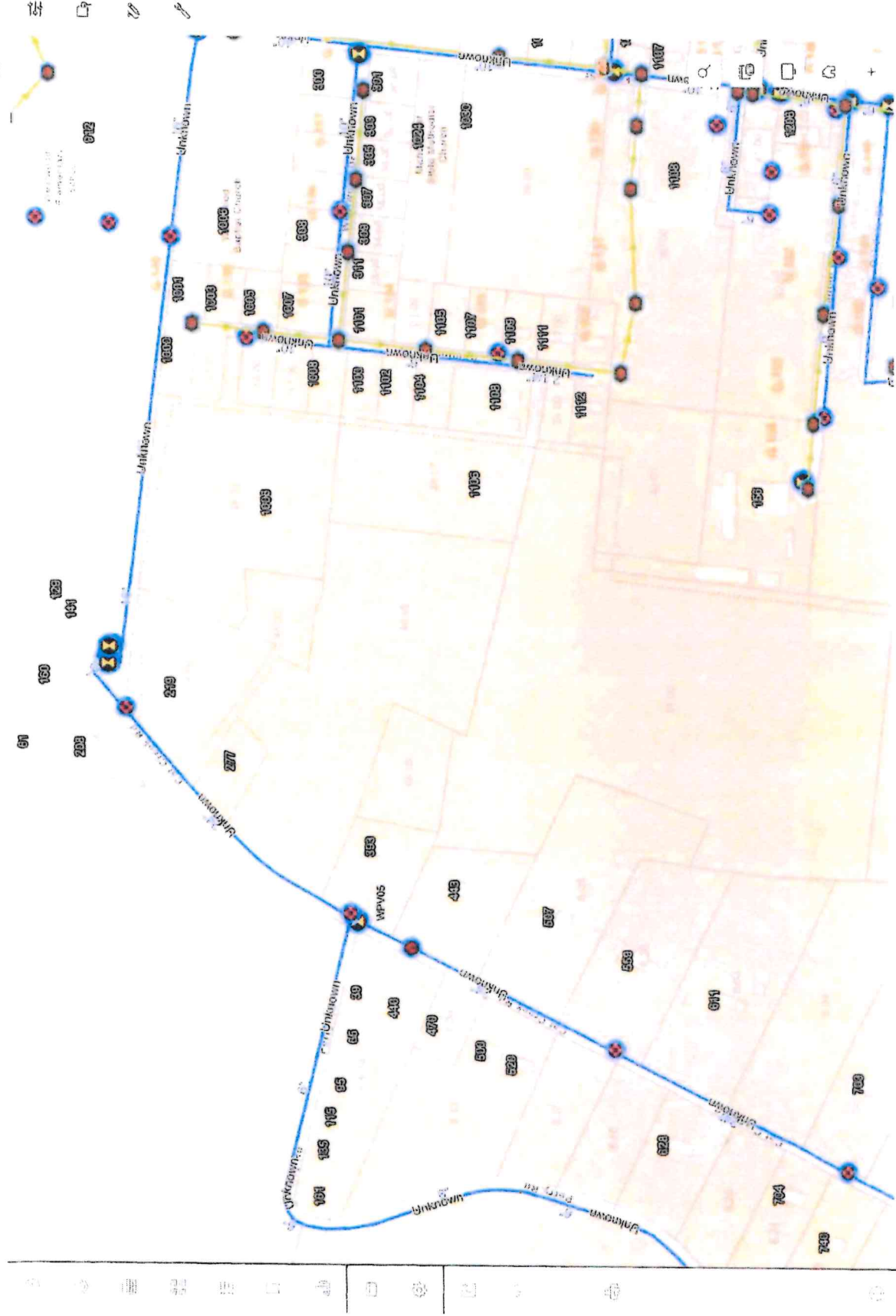
Any easements needed for a project would be the developer's responsibility. Prior to acceptance of any infrastructure, those easements would need to be conveyed to the City of Manchester Water & Sewer Department.

A map of the approximate location of the utilities has been attached for reference.

**** Note:** 1) No demand numbers were indicated for this annexation. It would be necessary for any developers to generate the demand for any proposed project and with the concurrence of the City Engineer, make the determination if the infrastructure is adequate. Any necessary upgrades to the infrastructure would be at the cost of the developer.

**** Note:** 2) Every new connection to the sewer system requires state approval. Recently the response time from the State has been increased. Based on recent experience; it is not possible for the City to predict when the State may act on an approval request. The City is under an Agreed Order with the Tennessee Department of

Environment and Conservation (TDEC) due to the existing condition of some portions of the system. There is an area of concern directly downstream of this proposed property annexation; therefore, TDEC will be reviewing closely the design plans as well as the proposed sewer volume submitted for approval to TDEC by your firm. MWSD will provide any requested information to TDEC as they review your design plan including recent sewer rehabilitation efforts in the area to help support your submittal; however, MWSD cannot give a commitment that TDEC will approve connection of the proposed development.





MANCHESTER FIRE-RESCUE

1509 Hillsboro Blvd
Manchester, TN 37355
Phone 931-728-2999

30 Jan 2026

REPLY TO

ATTN OF: Community Development and Zoning Director

FROM: Manchester Fire-Rescue, Chief Chambers

SUBJECT: Plan of Service for Annexation of property on Cat Creek Rd Map ID 086
Parcel 008.13 with approximately 5.49 acres into the City Limits.

Manchester Fire-Rescue can provide fire protection services to this area when annexed into the City of Manchester. Should the land be used for something in the future, then there may be other requirements associated with the new proposed land use.

For any questions, feel free to contact me at the Fire Department at 728-2999.

Respectfully,


GEORGE J. CHAMBERS III
Chief, Manchester Fire-Rescue



Manchester City Schools

Dr. Joey Vaughn, Director
800 Park Street
Manchester, TN 37355
Office: (931)728-2316 Fax (931)728-7075

February 2, 2026

Ms. Brittany Fiske
Community Development and Zoning Director
107 Hillsboro Blvd.
Manchester, TN 37355

RE: Plan of Service - Property Owned by Carolyn Clabough

Dear Ms. Fiske:

If the property being annexed (Cat Creek Road, Map 086, Parcel 008.13) is developed residential, below are the needs to support the Plan of Service.

- The property is zoned for Westwood Elementary and Westwood Middle.
- Currently WMS is at capacity with over 500 students.
- WES has an enrollment of 517 and would have limited space for growth.

We will do our best to serve and accommodate these new families with the assistance of the Mayor and Aldermen in the future.

Sincerely,

Dr. Joey Vaughn
Director of Schools

JV



557 N. Woodland St.
Manchester, TN 37355
Office: (931) 728-0273
Email: ajfox@cityofmanchestertn.gov

Brittany Fiske
Community Development and Zoning Director
107 Hillsboro Blvd.
Manchester, TN 37355

February 6, 2026

Re: Plan of Service for Property Owned by Carolyn Clabough – Parcel Identified as Tax Map
086, Parcel 008.13 – Located on Cat Creek Road

Dear Community Development and Zoning Director Fiske,

The Parks and Recreation Department will deliver the same level of service to the owner of this property as provided to other city property owners/residents.

Sincerely,

A handwritten signature in blue ink that reads "A.J. Fox".

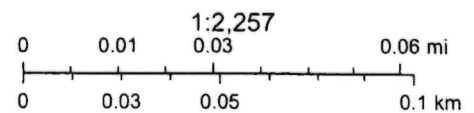
A.J. Fox
Parks and Recreation Director

Coffee County - Parcel: 086 008.14



Date: February 19, 2026

County: COFFEE
Owner: CLABOUGH CAROLYN F
Address: PERRY RD 39 / 65 / 95
Parcel ID: 086 008.14
Deeded Acreage: 4.05
Calculated Acreage: 0



Slate of Tennessee, Comptroller of the Treasury, Division of Property Assessments (DPA), Esri Community Maps Contributors, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS



CITY OF MANCHESTER
HEALTH AND CODES DEPARTMENT
107 Hillsboro Blvd.
Manchester, Tennessee 37355
931-723-1464



February 3, 2026

Re: Plan of service for the proposed annexation of property owned by Estate of Carolyn Clabough. Property located on Perry Rd., .Map 086, parcel 008.14 This property contains approximately 4.05 acres.

Planning, Zoning and Inspection Services:

The Planning and Zoning jurisdiction of the city will extend to the annexed area on the effective date of annexation. City Planning will thereafter encompass the annexed area.

Any inspection services now provided by the City (Building, mechanical, plumbing, gas, housing, etc.) will begin in the annexed area on the effective date of annexation.

Sincerely,

Brittany Fiske
Community Development and Zoning Director

PLAN OF SERVICE

City of Manchester Public Works Department

The City of Manchester Public Works would be able to provide the following services upon annexation of the 1 parcel, 4.05 acres of with 3 addresses, 39 Perry Rd, 65 Perry Rd, 95 Perry Rd, owned by Carolyn F Clabough.

1. Provide Sanitation Service (Contracted presently through Republic Services)
2. Provide pickup service of Brush and Junk
3. Provide Leaf Service to the annexed property
4. Provide signs for street names, stop signs, speed limit etc. (If Applicable)
5. Provide clearing of storm drains as necessary. (located on City Property)
6. Provide animal control in this area.
7. Remove litter and debris from road shoulders as needed. (on City Property)
8. Mow road shoulders as needed. (on City Property)
9. Maintain roadway (once roadway meets city standards)

Note: The current ROW appears to only be 30ft. The minimum required city ROW is 50ft. An additional ROW acquisition may be necessary to allow for roadway and shoulder maintenance. Resurfacing /paving of acquired ROW costs would bear significant additional budgeting to the city

THESE SERVICES WOULD BE PROVIDED AS SOON AS THERE IS FINAL BOARD APPROVAL.



MANCHESTER FIRE - RESCUE

1509 Hillsboro Blvd
Manchester, TN 37355
Phone 931-728-2999
George J. Chambers III, Chief

30 Jan 2026

REPLY TO

ATTN OF: Community Development and Zoning Director

FROM: Manchester Fire-Rescue, Chief Chambers

SUBJECT: Plan of Service for Annexation of property on Perry Road Parcel ID 086 008.14, with approximately 4.05 acres into the City Limits

Manchester Fire-Rescue can provide fire protection services to this area when annexed into the City of Manchester. Should the land be used for something in the future, then there may be other requirements associated with the new proposed land use.

For any questions, feel free to contact me at the Fire Department at 728-2999.

Respectfully,

GEORGE J. CHAMBERS III
Chief, Manchester Fire-Rescue



Manchester City Schools

Dr. Joey Vaughn, Director
800 Park Street
Manchester, TN 37355
Office: (931)728-2316 Fax (931)728-7075

February 2, 2026

Ms. Brittany Fiske
Community Development and Zoning Director
107 Hillsboro Blvd.
Manchester, TN 37355

RE: Plan of Service - Property Owned by Carolyn Clabough

Dear Ms. Fiske:

If the property being annexed (Perry Road, Map 086, Parcel 008.14) is developed residential, below are the needs to support the Plan of Service.

- The property is zoned for Westwood Elementary and Westwood Middle.
- Currently WMS is at capacity with over 500 students.
- WES has an enrollment of 517 and would have limited space for growth.

We will do our best to serve and accommodate these new families with the assistance of the Mayor and Aldermen in the future.

Sincerely,

Dr. Joey Vaughn
Director of Schools

JV

.....

200 West Fort St.
Manchester Tennessee 37355
931-728-2099
931-728-4673
931-723-1591 Fax

Manchester Police Department

January 30, 2026

To: Brittany Fiske

From: Adam Floied
Chief of Police

Ref: Plan of service for Perry Road

This is a response to a Plan of Service request for property owned by Carolyn Clabough, property located on Perry Road (Map 086, Parcel 008.14), Manchester, TN, of approximately 4.05 acres. Manchester Police patrol, response to calls, and other routine police services, using present personnel and equipment, will be provided on the effective date of annexation. The present level of police services throughout the city will be adequate to provide the same services to the newly annexed area.

Respectfully,



Adam Floied
Chief of Police

.....



City of Manchester
Finance Office
200 W. Fort Street
Manchester, Tennessee 37355

February 6, 2026

To: Brittany Fiske

From: Anthony Burrows

Re: Plan of Service for the annexation of property located at Perry Road, Tax Map 086, Parcel 008.14; Cat Creek Road, Tax Map 086 Parcel 008.13, and Tolliver Lake Road, Tax Map 086, Parcel 058.03 all owned by Carolyn Clabough.

The Finance Department's Plan of Service will be for the collection of property taxes and any other taxes or fees associated with this property. The Finance Department will accept payment of these property tax payments coordinated through the City Tax Office and authorized by the City of Manchester.

If you have any questions or need additional information, please let me know.

Sincerely,

Anthony Burrows
Finance Director



736 W. HIGH STREET
MANCHESTER, TN 37355

WAREHOUSE (931) 728-1273

BILLING OFFICE (931) 728-7171

February 10, 2026

Brittany Fiske
Community Development and Zoning Director
107 Hillsboro Blvd.
Manchester, TN 37355

Re: Plan of Service for Proposed Annexation of Properties owned by Carolyn Clabough located on Perry Rd. (Map 086, Parcel 008.14)

Ms. Fiske,

Water

There is an 6" water main that runs along Perry Rd. on the opposite side of the roadway. There is also a 24" water main that runs along Cat Creek Rd. on the opposite side of the roadway.

Sewer

As shown on the attached map, sewer is not available for the property. The nearest 8" gravity main is at the dead end of Remington Place approximately 0.50 miles east of site side of Perry Rd.

Any easements needed for a project would be the developer's responsibility. Prior to acceptance of any infrastructure, those easements would need to be conveyed to the City of Manchester Water & Sewer Department.

A map of the approximate location of the utilities has been attached for reference.

**** Note: 1)** No demand numbers were indicated for this annexation. It would be necessary for any developers to generate the demand for any proposed project and with the concurrence of the City Engineer, make the determination if the infrastructure is adequate. Any necessary upgrades to the infrastructure would be at the cost of the developer.

**** Note: 2)** Every new connection to the sewer system requires state approval. Recently the response time from the State has been increased. Based on recent experience; it is not possible for the City to predict when the State may act on an approval request. The City is under and Agreed Order with the Tennessee Department of

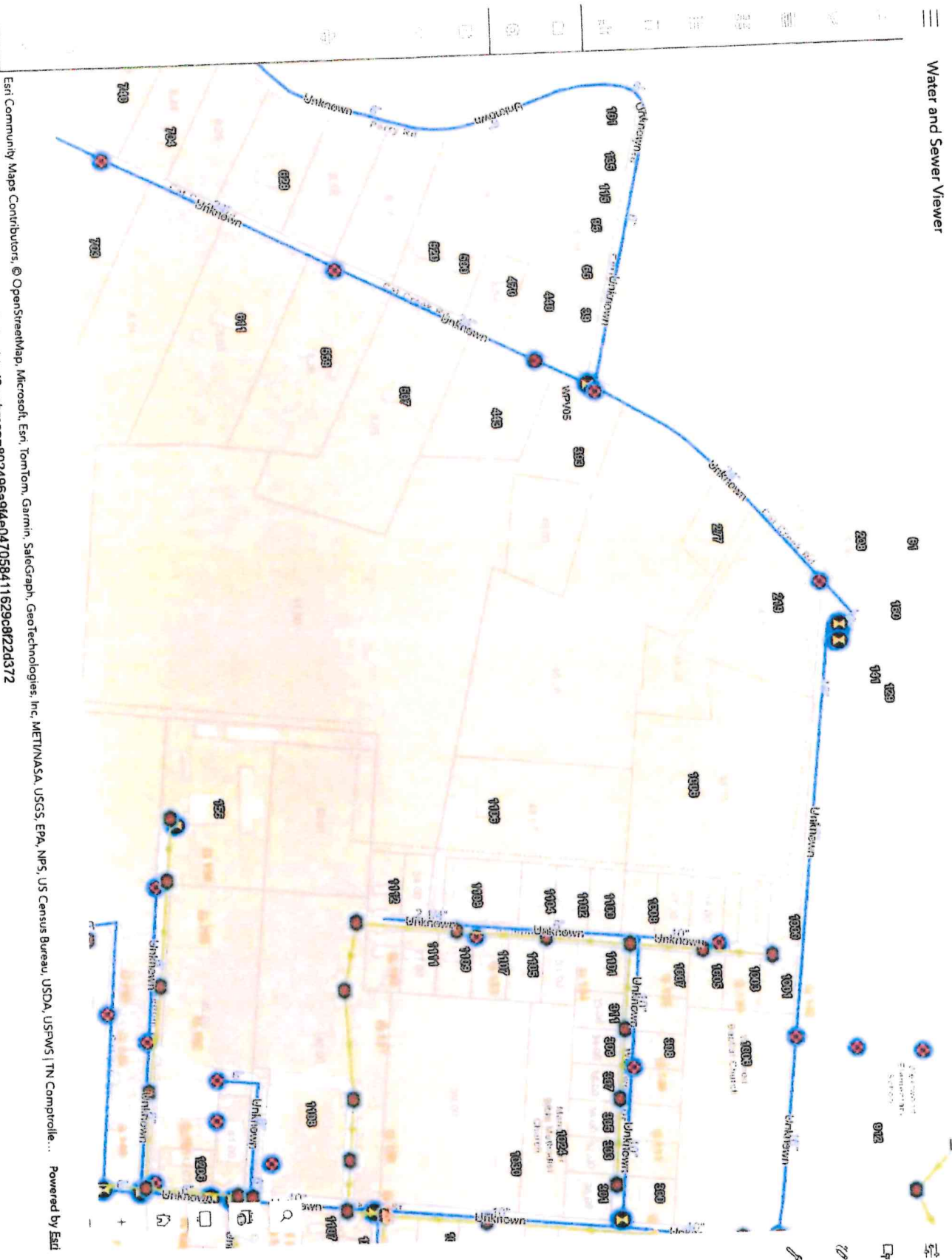
Environment and Conservation (TDEC) due to the existing condition of some portions of the system. There is an area of concern directly downstream of this proposed property annexation; therefore, TDEC will be reviewing closely the design plans as well as the proposed sewer volume submitted for approval to TDEC by your firm. MWSD will provide any requested information to TDEC as they review your design plan including recent sewer rehabilitation efforts in the area to help support your submittal; however, MWSD cannot give a commitment that TDEC will approve connection of the proposed development.

Water and Sewer Viewer

Water and Sewer Viewer



Lonnie Foley
lfoley_mwsd





557 N. Woodland St.
Manchester, TN 37355
Office: (931) 728-0273
Email: ajfox@cityofmanchestertn.gov

Brittany Fiske
Community Development and Zoning Director
107 Hillsboro Blvd.
Manchester, TN 37355

February 6, 2026

Re: Plan of Service for Property Owned by Carolyn Clabough – Parcel Identified as Tax Map
086, Parcel 008.14 – Located on Perry Road

Dear Community Development and Zoning Director Fiske,

The Parks and Recreation Department will deliver the same level of service to the owner of this property as provided to other city property owners/residents.

Sincerely,

A handwritten signature in blue ink that reads "A.J. Fox".

A.J. Fox
Parks and Recreation Director

RESOLUTION NO. _____

**A RESOLUTION ANNEXING 1.49 ACRES AND 4.07 ACRES OF PROPERTY
OWNED BY CAROLYN CLABOUGH, LOCATED ON CAT CREEK ROAD
AND PERRY ROAD**

WHEREAS Carolyn Clabough owns certain property, being 1.49 acres located on Cat Creek Road, and 4.07 acres located on Cat Creek and Perry Roads, which she has requested in writing that the City annex described as follows:

PORTIONS OF MAP 086 Parcel 008.13 AND 008.14, respectively

BEGINNING at a capped rebar found in the west margin of Cat Creek Road, being the southeast corner of Ruedas (WDB. 418, pg. 746) and the northeast corner of the property herein described; thence proceeding along the margin of said road, S 26°56'26" W, 261.52 ft. to a 1 / 2-inch capped rebar set, being the northeast corner of Clabough (WDB. 393, pg. 487) and the southeast corner of the property herein described; thence leaving the margin of said road and proceeding along the north line of Clabough, N 62°36'05" W, 249.65 ft. to a 1 / 2-inch capped rebar set, being the southwest corner of the property herein described; thence leaving the north line of Clabough and proceeding through the lands of Clabough, N 26°55'07" E, 259.43 ft. to a capped rebar found, being the southwest corner of Ruedas and the northwest corner of the property herein described; thence proceeding along the south line of Ruedas, S 63°04'53" E, 249.74 ft. to the POINT OF BEGINNING, containing 1.49 Acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being a portion of the property described in WDB. 393, pg. 460, ROCCTn.

And

BEGINNING at a point at the intersection of the west margin of Cat Creek Road and the south margin of Perry Road, being the northeast corner of the property herein described; thence proceeding along the margin of Cat Creek Road, S 27°08'46" W, 306.77 ft. to a capped rebar found, being the northeast corner of Ruedas (WDB. 418, pg. 746); thence leaving the margin of said road and proceeding along the north line of Ruedas, N 63°04'53" W, 250.13 ft. to a capped rebar found; thence proceeding through the lands of Clabough, the following calls: thence N 75°32'51" W, 415.70 ft. to a 1 / 2-inch capped rebar set; thence N 04°01'39" E, 231.14 ft. to a 1 / 2-inch capped rebar set in the south margin of Perry Road; thence proceeding along the margin of Perry Road, S 76°53'05" E, 769.38 ft. to the POINT OF BEGINNING, containing 4.07 acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being portions of the properties described in WDB. 172, pg. 646 & WDB. 223, pg. 458, ROCCTn.

WHEREAS, as a condition of annexation, the City of Manchester is obligated by T.C.A. 6-51-102 to formulate a Plan of Services to this area; and

WHEREAS, by separate Resolution, the Board of Mayor and Aldermen adopted a Plan of Services preliminary to annexation of the hereafter described property; and

WHEREAS the Board of Mayor and Aldermen of the City of Manchester conducted a public hearing on the annexation on July 7, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that pursuant to the request of the current owner, Carolyn Clabough, that same property now owned by her, and described as follows, be annexed into the City of Manchester:

Resolved this _____ day of _____ 2026.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

***NORTHCUTT & ASSOCIATES
LAND SURVEYING, INC.***

***409 WOODBURY HWY,
MANCHESTER, TN 37355
(931) 728-9500***

01-22-2026

CLABOUGH ESTATE ANNEXATION REQUEST

CAT CREEK ROAD / PERRY ROAD

4.07 Acres

BEGINNING at a point at the intersection of the west margin of Cat Creek Road and the south margin of Perry Road, being the northeast corner of the property herein described; thence proceeding along the margin of Cat Creek Road, S 27°08'46" W, 306.77 ft. to a capped rebar found, being the northeast corner of Ruedas (WDB. 418, pg. 746); thence leaving the margin of said road and proceeding along the north line of Ruedas, N 63°04'53" W, 250.13 ft. to a capped rebar found; thence proceeding through the lands of Clabough, the following calls: thence N 75°32'51" W, 415.70 ft. to a 1 / 2-inch capped rebar set; thence N 04°01'39" E, 231.14 ft. to a 1 / 2-inch capped rebar set in the south margin of Perry Road; thence proceeding along the margin of Perry Road, S 76°53'05" E, 769.38 ft. to the POINT OF BEGINNING, containing 4.07 acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being portions of the properties described in WDB. 172, pg. 646 & WDB. 223, pg. 458, ROCCTn.

***NORTHCUTT & ASSOCIATES
LAND SURVEYING, INC.***

***409 WOODBURY HWY,
MANCHESTER, TN 37355
(931) 728-9500***

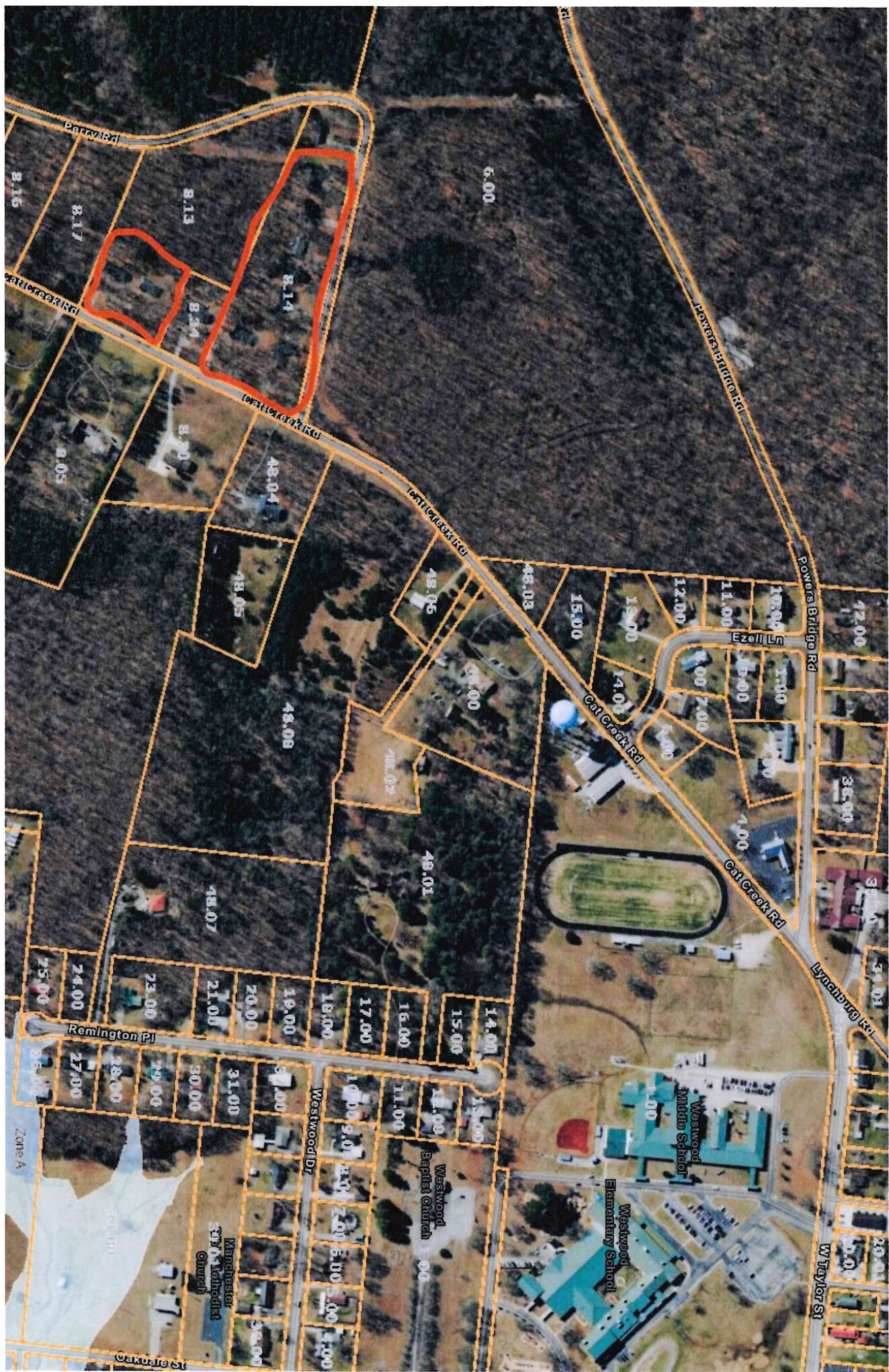
01-22-2026

CLABOUGH ESTATE ANNEXATION REQUEST

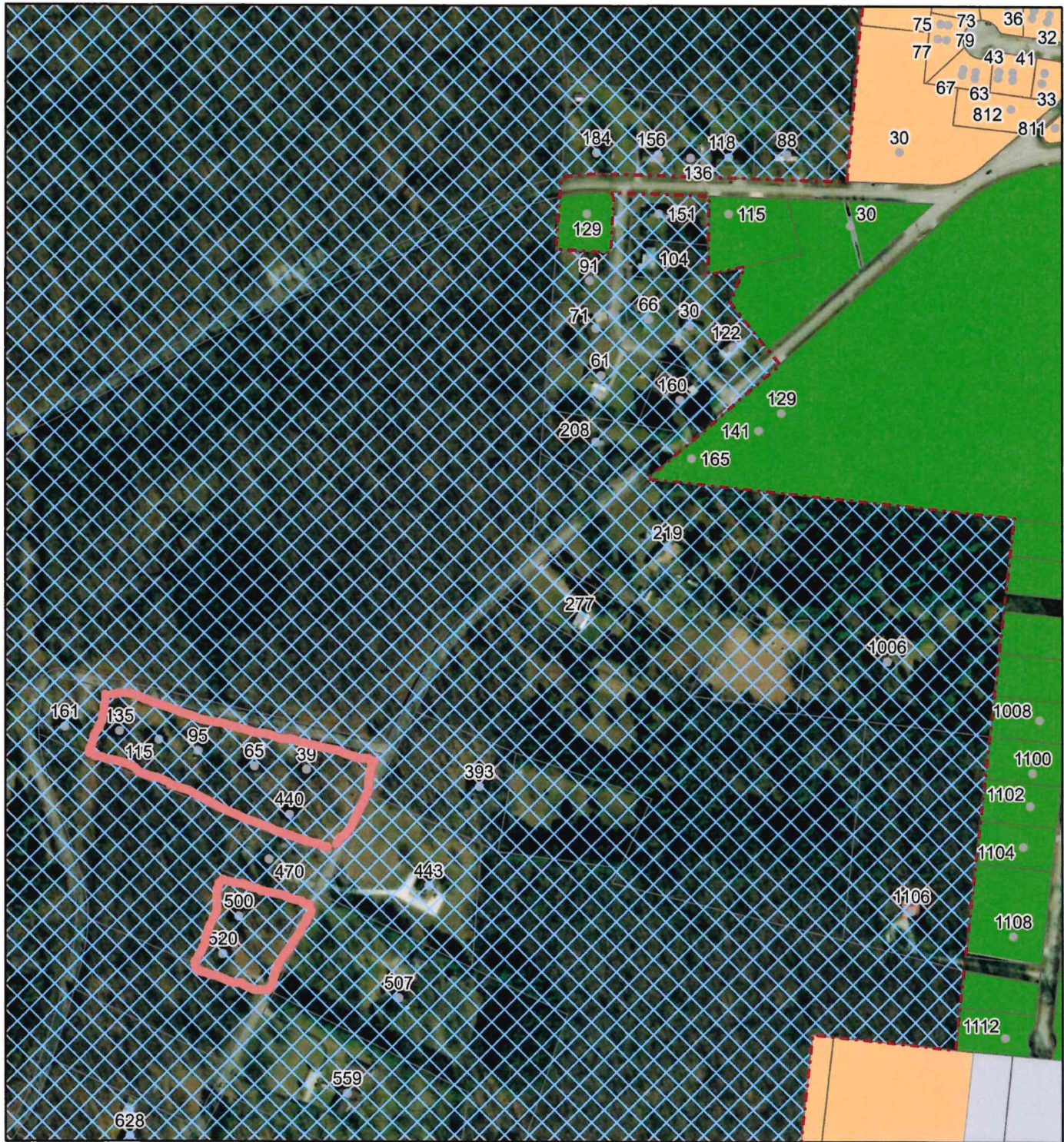
CAT CREEK ROAD / PERRY ROAD

1.49 Acres

BEGINNING at a capped rebar found in the west margin of Cat Creek Road, being the southeast corner of Ruedas (WDB. 418, pg. 746) and the northeast corner of the property herein described; thence proceeding along the margin of said road, S 26°56'26" W, 261.52 ft. to a 1 / 2-inch capped rebar set, being the northeast corner of Clabough (WDB. 393, pg. 487) and the southeast corner of the property herein described; thence leaving the margin of said road and proceeding along the north line of Clabough, N 62°36'05" W, 249.65 ft. to a 1 / 2-inch capped rebar set, being the southwest corner of the property herein described; thence leaving the north line of Clabough and proceeding through the lands of Clabough, N 26°55'07" E, 259.43 ft. to a capped rebar found, being the southwest corner of Ruedas and the northwest corner of the property herein described; thence proceeding along the south line of Ruedas, S 63°04'53" E, 249.74 ft. to the POINT OF BEGINNING, containing 1.49 Acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being a portion of the property described in WDB. 393, pg. 460, ROCCTn.

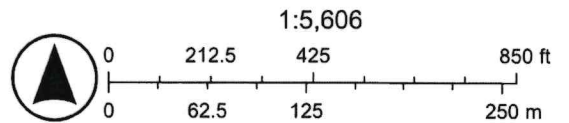


Annexation



7/2/2026, 11:51:12 AM

- | | | |
|-----------------------|-----|----------------------------|
| Manchester City Limit | C-2 | R-2A |
| Coffee UGB | C-3 | R-2M |
| MANCHESTER | C-4 | R-3 |
| TULLAHOMA | C-5 | R-4 |
| Coffee Parcels | I-1 | Manchester Historic Zoning |
| Coffee Addresses | I-2 | |
| Manchester Zoning | R-1 | |
| C-1 | R-2 | |



Coffee County, TN - Property Assessor's Office, Andrew Ragland
William F. Ayers & Associates LLC
office: 931-967-4570, Vantor

CITY OF MANCHESTER, TENNESSEE

DEPARTMENT OF HEALTH AND CODES

200 W. Fort Street

Manchester, TN 37355

931-723-1464

Email: gfrazier@cityofmanchestertn.com

REZONING APPLICATION

FEE: \$200

DATE: 1/22/26

MEETING DATE: 2/14/26

CASE #: 04-2026

TIME OF MEETING: 5:30 P.M.

LOCATION: CITY HALL MEETING ROOM

☒ APPROVAL 717727 Positive to Boma
☐ DISAPPROVAL See note
☐ NO ACTION TAKEN

MANCHESTER PLANNING COMMISSION

Name of Property Owner: Lisa Parks, Executrix of the Estate of Carolyn Clabough

Address of Owner: 740 Cat Creek Road

Home Phone: 931-434-1718

Work Phone: _____

I hereby request to the Planning Commission:

☐ Rezoning Annexation to R-2 R-1

Intended Use: Residential

Address of Property: 39 Perry Road

Property Tax Map No: _____ Group: _____ Control Map: 086 Parcel No. 008.14

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0- 0203C

Map Revised: August 4, 2008.

Note: *Contingent upon a interlocal Agreement with the County to
Present to Boma yes 3 No 2

I do hereby, certify that the information given above is accurate/correct to the best of my knowledge

[Signature] for Lisa Parks

Signature of Owner/Authorized Agent

- ☐ Rezoning instruction sheet received
☐ Site Plan checklist received



Property Detail

County

COFFEE

Owner

CLABOUGH CAROLYN F

Property Address

PERRY RD 39 / 65 / 95

Parcel ID

086 008.14

Deeded Acreage

4.05

PROPERTY ASSESSMENT DATA

CLICK HERE IF YOU HAVE A CONCERN ABOUT THIS PROPERTY

Parcel Highlight

CITY OF MANCHESTER, TENNESSEE

DEPARTMENT OF HEALTH AND CODES

200 W. Fort Street

Manchester, TN 37355

931-723-1464

Email: gfrazier@cityofmanchestertn.com

REZONING APPLICATION

FEE: \$200

DATE: 1/22/26

MEETING DATE: 2/16/26

CASE #: 05-2026

TIME OF MEETING: 5:30 P.M.

LOCATION: CITY HALL MEETING ROOM



APPROVAL



DISAPPROVAL



NO ACTION TAKEN

117725

Positive to BOMA
(see note)

MANCHESTER PLANNING COMMISSION

Name of Property Owner: Lisa Parks, Executrix of the Estate of Carolyn Clabough

Address of Owner: 740 Cat Creek Road

Home Phone: 931-434-1718

Work Phone: _____

I hereby request to the Planning Commission:



~~Rezoning~~

Annexation

to

R-2 R-1

Intended Use: Residential

Address of Property: 500 Cat Creek Road

Portion of

Property Tax Map No: _____ Group: _____ Control Map: 086 Parcel No. 008.13

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0- 0203C

Map Revised: August 4, 2008.

Note:

* Contingent upon a inter local agreement with the County to
present to BOMA Vote 3 yes 2 no

I do hereby, certify that the information given above is accurate/correct to the best of my knowledge



for Lisa Parks

Signature of Owner/Authorized Agent



Rezoning instruction sheet received



Site Plan checklist received



Property Detail

County	COFFEE
Owner	RUEDAS JORGE A MARTINEZ ETUX MARIA DEL
Owner 2	ROSARIO MARTINEZ
Property Address	CAT CREEK RD 470
Parcel ID	086 008.34
Deeded Acreage	0.8
Subdivision	CLABOUGH CAT CREEK RD
Subdivision Lot	1

PROPERTY ASSESSMENT DATA

RESOLUTION NO. _____

A RESOLUTION TO AUTHORIZE THE AMENDMENT OF THE CITY'S 457 AND 401K DEFERRED COMPENSATION PLANS

WHEREAS the City of Manchester has numerous employees that participate in retirement and deferred compensation plans through their City employee benefit package; and

WHEREAS the City of Manchester believes it to be in the best interest of all its employees to have access to such plans; and

WHEREAS the City of Manchester lost its third-party benefits administrator of its 457 and 401K deferred compensation plans and it requested proposals for a new third party administrator that were reviewed by the Finance Director and Finance Committee, and the committee heard the benefits of the proposals and believes National Benefit Services is the best organization that can provide these services to all City employees

WHEREAS the following is a formal record of action taken by the governing body of City of Manchester (the "City"). With respect to the amendment and restatement of the City of Manchester 457 Deferred Compensation Plan and 401K deferred compensation retirement account (the "Plans"), the following resolutions are hereby adopted:

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that the Plans be amended respectively and restated in the forms attached hereto, which Plans are hereby adopted and approved; and

BE IT RESOLVED FURTHER: That _____ is hereby appointed as the Trustee of the Plans; and

BE IT RESOLVED FURTHER: That the officers of the City be, and they hereby are, authorized and directed to take any and all actions and execute and deliver such documents as

they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports, documents or other information as may be required under applicable law.

BE IT RESOLVED FURTHER. That any resolution inconsistent herewith, be amended to cover the City’s obligation under this resolution.

BE IT RESOLVED FURTHER. That the Mayor and Finance Director are authorized to execute the necessary documents to enter into these plans.

Resolved this _____ day of _____ 2026.

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

ORDINANCE NO. _____

AN ORDINANCE TO AMEND MANCHESTER MUNICIPAL CODE 18-201, 18-202, and 18-203 REGARDING WATER, SEWER, SERVICE, AND EQUIPMENT FEES

WHEREAS Manchester Municipal Code Section 18, Chapter 2, currently sets forth the policies, and fees governing the provision of water and sewer services; and

WHEREAS, the Manchester Water and Sewer Department (MSWD), upon review and recommendation of the Manchester Water and Sewer Commission, and the Board of Mayor and Alderman of the City of Manchester believes it to be in the best interest of the City to revise those policies and rates due to the costs of administration and operations relative to requests for these services.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 18-201 shall be deleted in its entirety and amended as follows to add:

“18-201. Monthly payments for water and sewer services required.

Every water customer shall pay the established rates for water supplied on or before the due day on the bill. If payment is not received before the next day of the month a charge of fifteen percent (15%) will be added to the net bill (both water and sewer), and if not paid within fifteen (15) days after due date the water will be cut off and shall not be turned on again until all arrearages (both water and sewer) shall have been paid in full and the customer shall have paid a sum of \$100.00 for turning the water on again; said \$100.00 charge to be applicable to and payable where it has been necessary for authorized personnel of the water and sewer department to travel to the customer's premises for the purpose of cutting the water off and said personnel upon arrival accepting payment of all charges and arrearages. Failure of the customer to receive the bill will not be considered an excuse for non-payment.”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 18-202 shall be amended to delete (1) in its entirety and add the following:

“(1) For temporary service, up to a maximum of thirty (30) days, there shall be a non-refundable service connection fee of fifteen dollars (\$15.00). If service is not terminated within thirty (30) days, the fee for permanent service will be charged.”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 18-202 shall be amended to delete (2) in its entirety and add the following:

“(2) For each new permanent service, there shall be a non-refundable service connection fee of one hundred dollars (\$100), except when an existing customer transfers service directly to a new location, there will be a non-refundable transfer fee of thirty-five dollars (\$35.00).”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 18-202 shall be amended to delete the first sentence of (3) and add the following:

“(3) In addition to the non-refundable service connection fee, applicants for residential service must post a refundable deposit of one hundred fifty dollars (\$150.00) when requesting service.”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF MANCHESTER, TENNESSEE that Manchester Municipal Code 18-203 shall be amended to delete the second and third sentences of (3) and add the following:

“...There will be a twenty-dollar (\$20.00) charge for returned checks. In addition, there will be a fee of one hundred dollars (\$100.00) for reinstatement of services ...”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMAN OF THE CITY OF MANCHESTER, TENNESSEE, that this ordinance shall take effect on and after its publication, passage, and public hearing, the public welfare of the City of Manchester requiring it, and that all ordinances in conflict herewith are hereby repealed to the extent of such conflict.

PASSED FIRST READING: _____ June 2 _____, 2026

PASSED SECOND AND FINAL READING: _____, 2026

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

ORDINANCE NO. _____

**AN ORDINANCE REZONING PROPERTY OWNED BY JEANNE BALL AND JANE
MELTON ON 1309 HILLS CHAPEL ROAD, FROM R-2 TO R-3**

WHEREAS the City of Manchester has a currently enacted a Zoning Ordinance and a Zoning Map; and

WHEREAS, pursuant to Tennessee Law, since the zoning of real estate is accomplished by ordinance: it must be amended by ordinance rather than by resolution; and

WHEREAS the Manchester Planning Commission, at its meeting May 18, 2026, considered the rezoning request that the property owned by Jeanne Ball and Jane Melton, described below, be rezoned from R-2 to R-3, and voted to send that request to the Board with a positive recommendation; and

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 6, Section 1 of the Manchester Municipal Code be, and it is hereby amended to apply the zoning classification of R-3 Residential to the following described property owned by Jeanne Ball and Jane Melton at 1309 Hills Chapel Road:

Map 085G, Group A, Parcel 003.00

Being all of the acreage Tract #10 in the L. E. Summers Subdivision as of record in Trust Deed Book 59. Page 486, ROCCT

Being the same property conveyed to the Ball and Melton by deed of record in Deed Book 438, Page 668, Register's Office, Coffee County, Tennessee

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 2 of the Manchester Municipal Code entitled Zoning Map be amended to show this property as R-3; and

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

This ordinance is presented and passed with the positive recommendation of the Manchester Planning Commission obtained at its meeting on May 18, 2026.

PASSED FIRST READING: _____ June 2 _____, 2026

PASSED SECOND AND FINAL READING: _____, 2026

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

FEE: 200⁰⁰

DATE: 3/26/26

MEETING DATE: 4/20/26

CASE#: _____

TIME OF MEETING: 5:30 P.M.

LOCATION: City Hall Meeting Room

☒ APPROVAL Positive to BOM A

☐ DISAPPROVAL

☐ NO ACTION TAKEN

MANCHESTER PLANNING COMMISSION

NAME OF PROPERTY OWNER: Jeanne K. Ball & Garre A. Melton

ADDRESS OF OWNER: 1309 Hillschapel Rd

PHONE: (Home) 770-560-3242 (Work) _____

I hereby request to the Manchester Planning Commission:

Ø Rezoning R-2 to R-3

Intended use: single family - townhomes

ADDRESS OF PROPERTY: 1309 Hillschapel Rd.

Property Tax Map No. 085 Group 6 Control Map A Parcel No. 003.00

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0- _____
Map Revised: August 4, 2008.

NOTE: _____

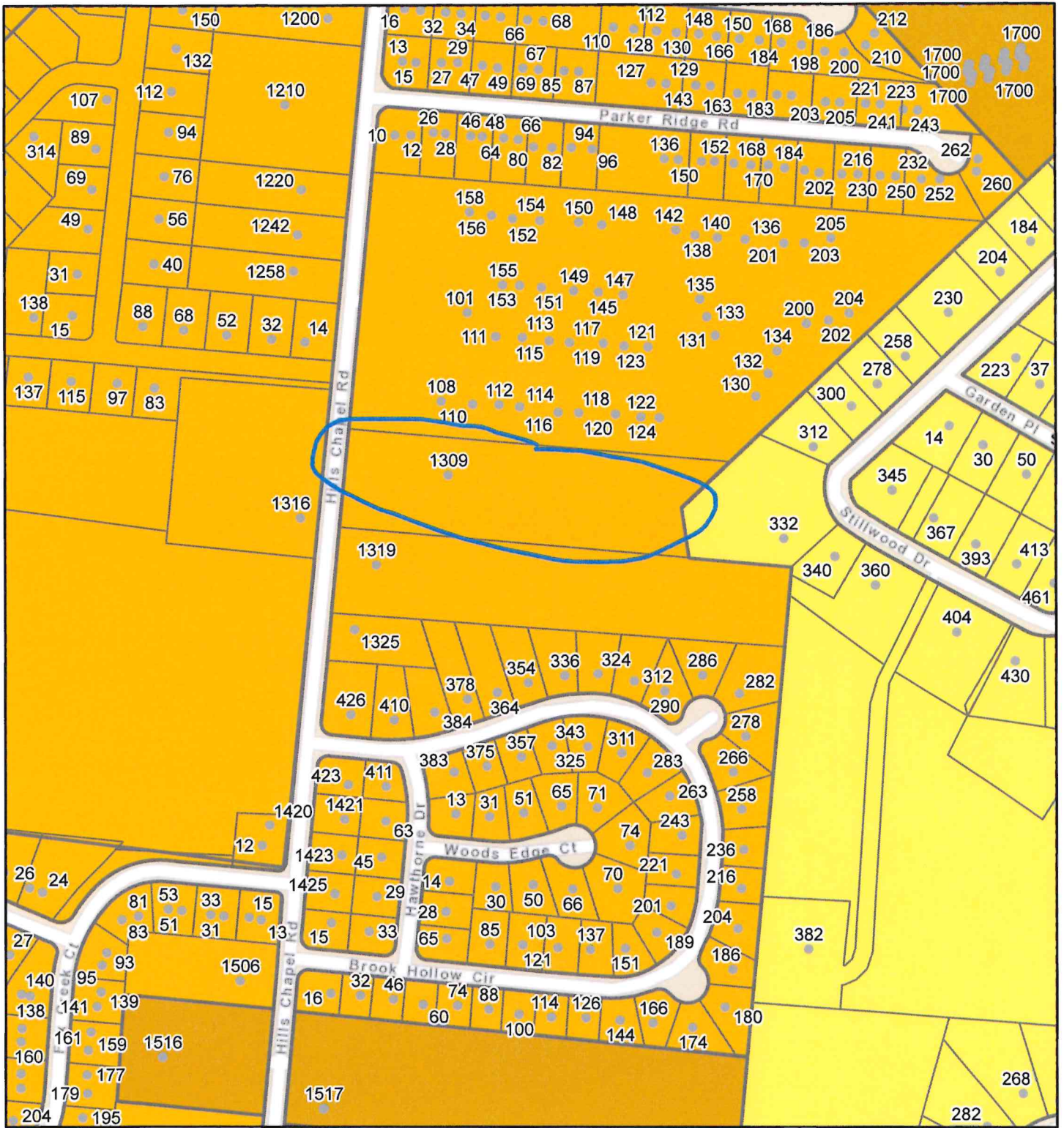
I do hereby certify that the information given above is accurate/correct to the best of my knowledge.

Jeanne A. Melton
Signature of Owner / Authorized Agent
Jeanne K. Ball

Ø Rezoning instruction sheet received _____

Ø Site Plan checklist received _____

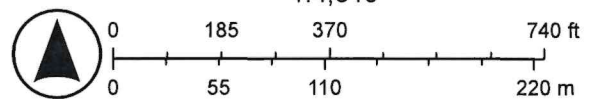
Hills Chapel Land Use



5/19/2026, 9:30:50 AM

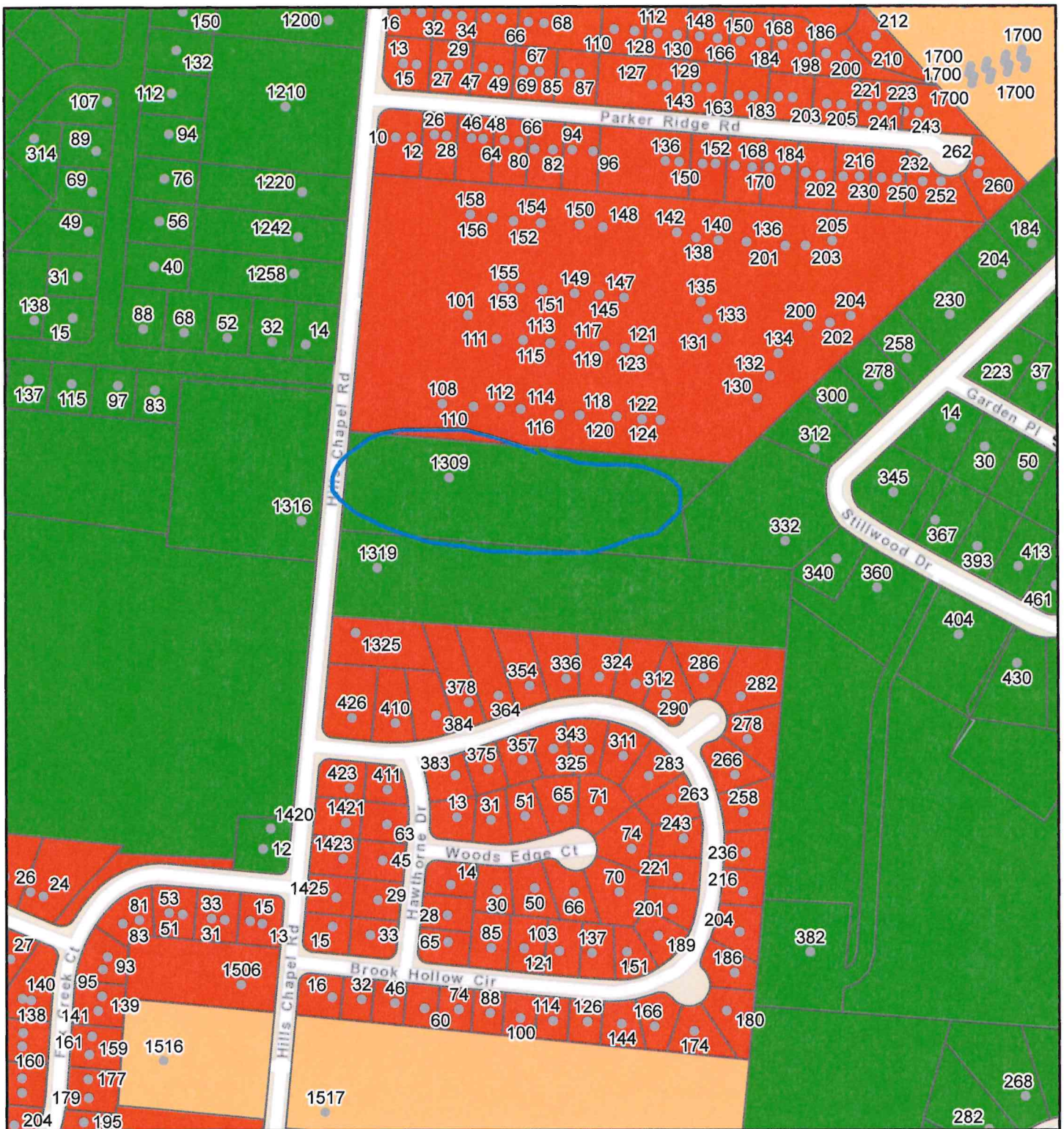
- Manchester City Limit
- Coffee UGB
- X MANCHESTER
- X TULLAHOMA
- Coffee Parcels
- Coffee Addresses
- Manchester Historic Zoning
- Manchester Landuse
- Commercial, Central and General Neighborhood

- Industrial, Heavy
 - Industrial, Light
 - Institutional and Other Public
 - Recreational and Open Space
 - Residential Low Density / Single Family Duplexes
 - Residential Medium Density / Single Family Duplexes
 - Residential High Density Multi-Family
 - High Density Mobile Home
- World_Street_Map



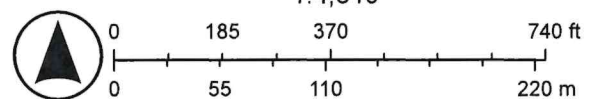
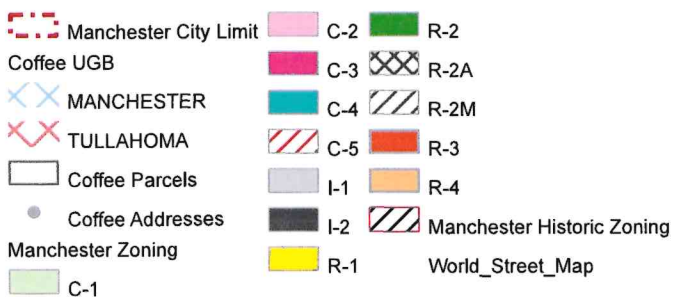
Tennessee STS GIS, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

Hills Chapel zoning



5/19/2026, 9:31:50 AM

1:4,819



Tennessee STS GIS, Esri, HERE, Garmin, INCREMENT P, NGA, USGS

ORDINANCE NO. _____

**AN ORDINANCE REZONING PROPERTY OWNED BY SVEN LEIF SWANSON ON
1310, 1312, 1314 AND 1316 MCARTHUR STREET FROM R-3 TO C-3**

WHEREAS the City of Manchester has a currently enacted a Zoning Ordinance and a Zoning Map; and

WHEREAS, pursuant to Tennessee Law, since the zoning of real estate is accomplished by ordinance: it must be amended by ordinance rather than by resolution; and

WHEREAS the Manchester Planning Commission, at its meeting May 18, 2026, considered the rezoning request that the property owned by Sven Leif Swanson at 1310,1312,1314, and 1316 McArthur St. described below, be rezoned from R-3 to C-3, and voted to send that request to the Board with a positive recommendation; and

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 6, Section 1 of the Manchester Municipal Code be, and it is hereby amended to apply the zoning classification of C-3 to the following described property owned by Sven Leif Swanson at 1310, 1312, 1314, and 1316 McArthur Street:

Map 085H, Group A, Parcels 012.00, 013.00, 014.00, and 015.00

Beginning at a ½" Iron Rod found being a point on the westerly boundary of McArthur Street [TN Highway 55] (100' R/W), the northeasterly corner of L. Cleveland (255/224), the southeasterly corner of the herein described tract and also the **POINT OF BEGINNING**; thence leaving the westerly boundary of McArthur Street and along the northerly boundary of Cleveland, S 88°38'04" W a distance of 182.60 feet to a ½" Iron Rod found being a point on the northerly boundary of Cleveland, the southwesterly corner of M. Omoumi (437/433) and the southwesterly corner of the herein described tract; thence leaving the northerly boundary of Cleveland and along the easterly boundary of Omoumi the following calls: N 17°29'39" E a distance of 115.28 feet to a ½" Iron Rod found, N 25°45'15" E a distance of 185.37 feet to a ½" Iron Rod found and N 07°17'15" W a distance of 63.54 feet to a ½" Iron Rod found being a point on the southerly boundary of Willow Drive (50' R/W) and a point on the easterly boundary of Omoumi; thence leaving the easterly boundary of Omoumi and along the southerly boundary of Willow Drive the following calls: with a curve to the left having an arc length of 35.34 feet and a radius of 60.00 feet [chord: N 38°57'27" E a distance of 34.83 feet] and N 19°51'58" E a distance of 11.10 feet to a ½" Iron Rod found being a point on the southerly boundary of Willow Drive, a point on the southerly boundary of R. Howard (246/553) and the northwesterly corner of the herein described tract; thence leaving the southerly boundary of Willow Drive and along the southerly boundary of Howard, S 89°43'58" E a distance of 194.74 feet to a ½" Iron Rod found being a point on the westerly boundary of McArthur Street, the

southeasterly corner of Howard and the northeasterly corner of the herein described tract; thence leaving the corner of Howard and along the westerly boundary of McArthur Street the following calls: S 22°16'47" W a distance of 100.13 feet to a ½" Iron Rod found, S 21°00'46" W a distance of 99.88 feet to a ½" Iron Rod found, S 20°59'04" W a distance of 99.98 feet to a ½" Iron Rod found and S 20°51'35" W a distance of 99.47 feet to the Point of Beginning and containing 1.59 Acres of Land [69,114 SqFt] (more or less) according to a survey (Job # 260020) by John A. Best (TN RLS # 2444), 273 Haynes Hollow Road, Winchester, Tennessee, on 6 February, 2026.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 2 of the Manchester Municipal Code entitled Zoning Map be amended to show this property as C-3; and

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

This ordinance is presented and passed with the positive recommendation of the Manchester Planning Commission obtained at its meeting on May 18, 2026.

PASSED FIRST READING: _____ June 2 _____, 2026

PASSED SECOND AND FINAL READING: _____, 2026

Joey Hobbs, Mayor

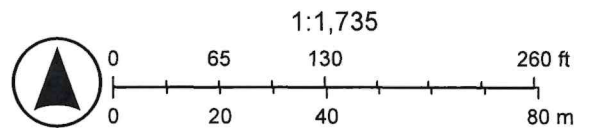
Anthony Burrows, Finance Director

McArthur St. Zoning



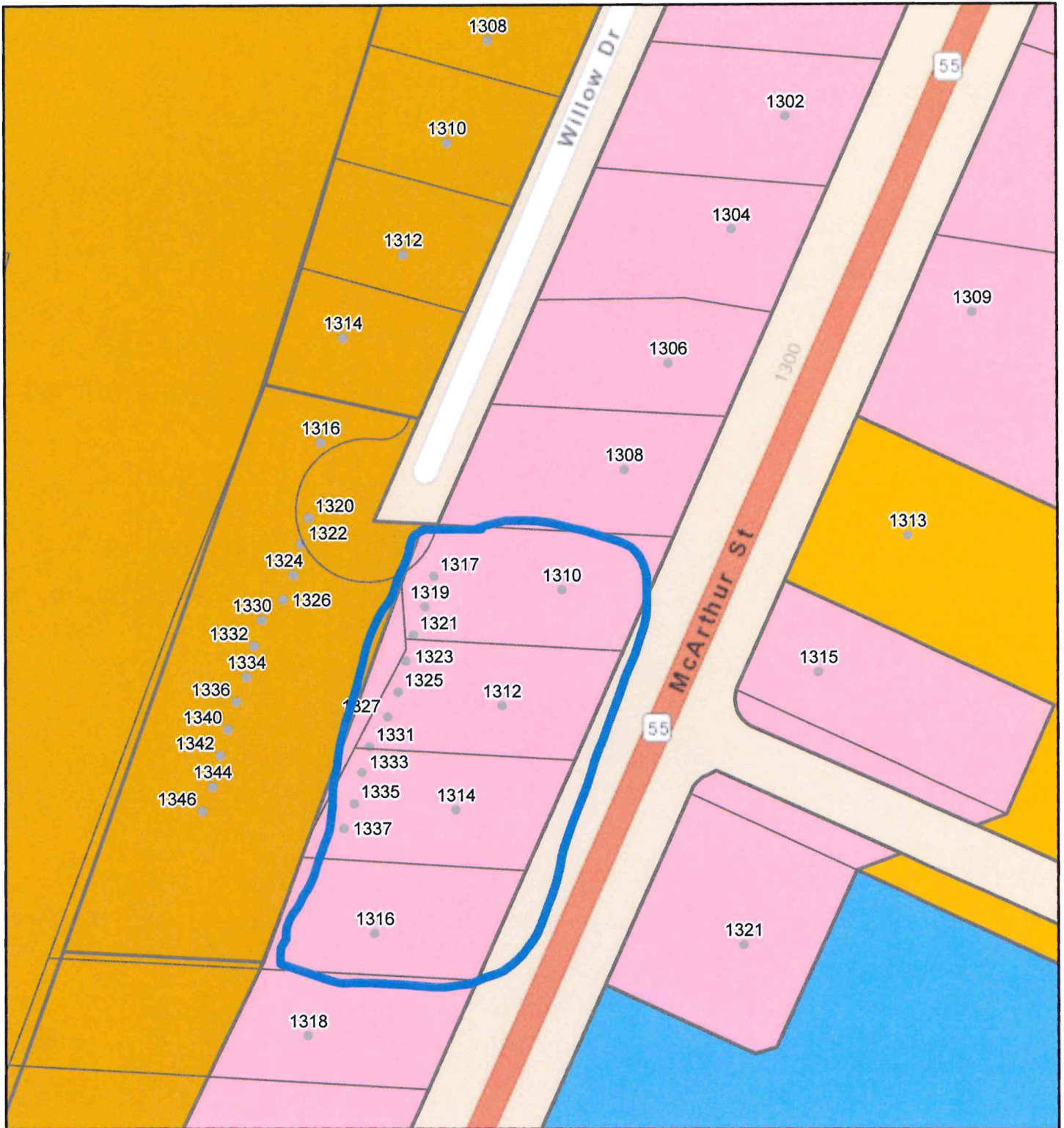
5/19/2026, 9:20:27 AM

- | | | | | | |
|--|-----------------------|--|-----|--|----------------------------|
| | Manchester City Limit | | C-2 | | R-2 |
| | Coffee UGB | | C-3 | | R-2A |
| | MANCHESTER | | C-4 | | R-2M |
| | TULLAHOMA | | C-5 | | R-3 |
| | Coffee Parcels | | I-1 | | R-4 |
| | Coffee Addresses | | I-2 | | Manchester Historic Zoning |
| | Manchester Zoning | | R-1 | | World_Street_Map |
| | C-1 | | | | |



Tennessee STS GIS, Esri, HERE, Garmin, INCREMENT P, Intermap, NGA, USGS

McArthur St. Land Use



5/19/2026, 9:22:48 AM

Manchester City Limit

Coffee UGB

MANCHESTER

TULLAHOMA

Coffee Parcels

Coffee Addresses

Manchester Historic Zoning

Manchester Landuse

Commercial, Central and General Neighborhood

Industrial, Heavy

Industrial, Light

Institutional and Other Public

Recreational and Open Space

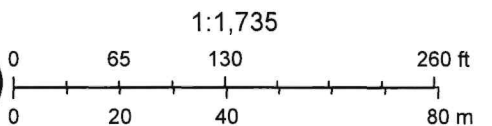
Residential Low Density / Single Family Duplexes

Residential Medium Density / Single Family Duplexes

Residential High Density Multi-Family

High Density Mobile Home

World_Street_Map



Tennessee STS GIS, Esri, HERE, Garmin, INCREMENT P, Intermap, NGA, USGS

FEE: 200⁰⁰

DATE: 4/23/26

MEETING DATE: 5/18/26

TIME OF MEETING: 5:30 P.M.

LOCATION: City Hall Meeting Room

CASE#:

- ☒ APPROVAL Positive to Bona
☐ DISAPPROVAL
☐ NO ACTION TAKEN

MANCHESTER PLANNING COMMISSION

NAME OF PROPERTY OWNER: Leif Swanson

ADDRESS OF OWNER: 1423 McArthur St.

PHONE: (Home) 581-3595 (Work) _____

I hereby request to the Manchester Planning Commission:

Ø Rezoning R-3 to C-3

Intended use: Commercial

ADDRESS OF PROPERTY: 1310-1316 McArthur St.

Property Tax Map No. 085 Group H Control Map A Parcel No. 1310-012.00
1312-013.00
1314-014.00
1316-015.00

Is this property in a Flood Hazard Area per FIRM Map No. 47031C0-
Map Revised: August 4, 2008.

NOTE: 1310-1316 McArthur St. houses to be demolished

I do hereby certify that the information given above is accurate/correct to the best of my knowledge.



Signature of Owner / Authorized Agent

Ø Rezoning instruction sheet received _____

Ø Site Plan checklist received _____



DESCRIPTION OF SWANSON TRACT:

Beginning at a ½" Iron Rod found being a point on the westerly boundary of McArthur Street [TN Highway 55] (100' R/W), the northeasterly corner of L. Cleveland (255/224), the southeasterly corner of the herein described tract and also the **POINT OF BEGINNING**; thence leaving the westerly boundary of McArthur Street and along the northerly boundary of Cleveland, S 88°38'04" W a distance of 182.60 feet to a ½" Iron Rod found being a point on the northerly boundary of Cleveland, the southwesterly corner of M. Omouri (437/433) and the southwesterly corner of the herein described tract; thence leaving the northerly boundary of Cleveland and along the easterly boundary of Omouri the following calls: N 17°29'39" E a distance of 115.28 feet to a ½" Iron Rod found, N 25°45'15" E a distance of 185.37 feet to a ½" Iron Rod found and N 07°17'15" W a distance of 63.54 feet to a ½" Iron Rod found being a point on the southerly boundary of Willow Drive (50' R/W) and a point on the easterly boundary of Omouri; thence leaving the easterly boundary of Omouri and along the southerly boundary of Willow Drive the following calls: with a curve to the left having an arc length of 35.34 feet and a radius of 60.00 feet [chord: N 38°57'27" E a distance of 34.83 feet] and N 19°51'58" E a distance of 11.10 feet to a ½" Iron Rod found being a point on the southerly boundary of Willow Drive, a point on the southerly boundary of R. Howard (246/553) and the northwesterly corner of the herein described tract; thence leaving the southerly boundary of Willow Drive and along the southerly boundary of Howard, S 89°43'58" E a distance of 194.74 feet to a ½" Iron Rod found being a point on the westerly boundary of McArthur Street, the southeasterly corner of Howard and the northeasterly corner of the herein described tract; thence leaving the corner of Howard and along the westerly boundary of McArthur Street the following calls: S 22°16'47" W a distance of 100.13 feet to a ½" Iron Rod found, S 21°00'46" W a distance of 99.88 feet to a ½" Iron Rod found, S 20°59'04" W a distance of 99.98 feet to a ½" Iron Rod found and S 20°51'35" W a distance of 99.47 feet to the Point of Beginning and containing 1.59 Acres of Land [69,114 SqFt] (more or less) according to a survey (Job # 260020) by John A. Best (TN RLS # 2444), 273 Haynes Hollow Road, Winchester, Tennessee, on 6 February, 2026.

MINOR SUBDIVISION PRELIMINARY/FINAL PLAT

SWANSON / BURCH / MCARTHUR ST

OWNER: LEIF SWANSON
OWNER: ERIC BURCH
ADDRESS: "SEE NOTE 8"
CIVIL DISTRICT: 1ST
CITY: MANCHESTER
COUNTY: COFFEY
STATE: TENNESSEE
ZONED: R-3

BEING PROPERTY DESCRIBED IN:
DB. 376, P. 200
PLAT C&B 1195A
MANCHESTER, COFFEY COUNTY, TENNESSEE
JOB NUMBER: 200020
FILE NAME: SWANSON.DWG
DATE: 6 FEBRUARY 2026
SHEET: 1 of 1

TAX MAP: "NOTE 8"
GROUP: "NOTE 8"
PARCEL: "NOTE 8"
SCALE: 1" = 50'
DATE: 6 FEBRUARY 2026

OWNER'S ADDRESS:
LEIF SWANSON & ERIC BURCH
200 SOUTH WOODLAND STREET
MANCHESTER, TN 37325

BEST
LAND SURVEYING
ANDY BEST
22444
931-608-4715
jbestsurvey@gmail.com
www.bestlandsurveying.com
273 HANES HOLLOW RD
MANCHESTER, TN 37325

LINE	BEARING	DISTANCE
L1	S 22°16'47" W	100.13'
L2	S 21°00'46" W	99.88'
L3	S 20°59'04" W	99.98'
L4	S 20°51'35" W	99.47'
L5	N 07°17'15" W	63.54'
L6	N 19°51'58" E	11.10'

Registrar's Stamp



I (WE) HEREBY CERTIFY THAT TO THE BEST OF MY (OUR) KNOWLEDGE AND BELIEF, THIS IS A TRUE AND ACCURATE SURVEY OF THE PROPERTY SHOWN HEREON. THAT THIS IS A CLASS II LAND SURVEY AS DEFINED IN TITLE 62, CHAPTER 18, TENNESSEE CODE, AND THAT THE RATIO OF PRECISION IS GREATER THAN OR EQUAL TO 1:7500.

REGISTERED LAND SURVEYOR
NUMBER 2444

DATE

NOTES--

- CURRENT SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A FULL TITLE SEARCH. PARCEL IS SUBJECT TO ANY EASEMENTS, ENCUMBRANCES, OR FURTHER INFORMATION SAID SEARCH WOULD REVEAL.
- BEST LAND SURVEYING IS THE AUTHOR AND OWNER OF THE ATTACHED PLAT AND DRAWINGS, AND HEREBY RETAINS ALL COMMON LAW, STATUTORY AND OTHER RESERVED RIGHTS, INCLUDING COPYRIGHTS. DO NOT COPY, ALTER OR DISTRIBUTE WITHOUT THE EXPRESSED WRITTEN CONSENT OF BEST LAND SURVEYING.
- THIS PLAT IS INVALID IF IT DOES NOT BEAR A STAMPED SEAL AND ORIGINAL SIGNATURE OF THE SURVEYOR.
- PROJECT IS NOT LOCATED IN A DESIGNATED FLOOD ZONE AS SHOWN ON PANEL 47031 C0204C, EFFECTIVE DATE OF 4 AUGUST, 2008.
- LOCATION AND SHOWN UNDERGROUND UTILITIES IS AN ESTIMATE BASED ON MARKINGS FOUND ON-SITE AND INFORMATION SUPPLIED BY THE MANCHESTER SEWER AND WATER DEPARTMENT AND ELK RIVER PUBLIC UTILITY DISTRICT.
- THE OVERHEAD POWERLINES SHOWN HEREON HAVE A 40' UTILITY EASEMENT, 20' BOTH SIDES OF THE 20' UTILITY EASEMENT. ANY UNDERGROUND POWERLINE, EVEN THOSE NOT SHOWN ON THIS PLAT, HAVE A 20' UTILITY EASEMENT. 10' BOTH SIDES OF THE EXISTING UNDERGROUND POWERLINE. THE UNDERGROUND SEWER AND WATER LINES SHOWN HEREON HAVE A 20' UTILITY EASEMENT. 10' BOTH SIDES OF THE EXISTING UTILITY LINE.
- DWELLING AND ACCESSORY STRUCTURES WILL BE REMOVED.
- TAXID & ADDRESSES:
B.1. 08SHA-012.00, 1310 MCARTHUR STREET
B.2. 08SHA-013.00, 1312 MCARTHUR STREET
B.3. 08SHA-014.00, 1314 MCARTHUR STREET
B.4. 08SHA-015.00, 1316 MCARTHUR STREET

MINIMUM BUILDING SETBACK REQUIREMENTS

FRONT = 25'
SIDE = 10'
REAR = 15'
UTILITY & DRAINAGE
EASEMENTS
FRONT = 10'
SIDE = 10'
REAR = 10'
(UNLESS OTHERWISE SPECIFIED)

CERTIFICATE OF OWNERSHIP AND DEDICATION

I (WE) HEREBY CERTIFY THAT I (AM WE AND THE OWNERS OF THE PROPERTY SHOWN AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTION LINES, AND THAT OFFERS OF IRREVOCABLE DEDICATION FOR ALL STREETS, UTILITIES, AND OTHER FACILITIES HAVE BEEN FILED.

OWNERS: DATE

OWNERS: DATE

CERTIFICATE OF APPROVAL OF PUBLIC STREETS FOR BOND POSTING

I HEREBY CERTIFY THAT ALL DESIGNATED STREETS ON THE FINAL SUBDIVISION PLAT HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO THE SPECIFICATIONS OF THE MANCHESTER SUBDIVISION REGULATIONS. OR (2) THAT A PERFORMANCE BOND OR OTHER SURETY HAS BEEN POSTED WITH THE PLANNING COMMISSION TO GUARANTEE COMPLETION OF ALL REQUIRED IMPROVEMENTS IN CASE OF DEFAULT.

NAME, TITLE & AGENCY OR AUTHORIZED APPROVING AGENT DATE

CERTIFICATE OF APPROVAL OF WATER & SEWER SYSTEMS

I HEREBY CERTIFY THAT THE WATER & SEWER SYSTEMS OUTLINED OR INDICATED ON THE FINAL SUBDIVISION PLAT HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO THE SPECIFICATIONS OF THE MANCHESTER SUBDIVISION REGULATIONS, OR (2) THAT A PERFORMANCE BOND OR OTHER SURETY HAS BEEN POSTED WITH THE PLANNING COMMISSION TO GUARANTEE COMPLETION OF ALL REQUIRED IMPROVEMENTS IN CASE OF DEFAULT.

NAME, TITLE & AGENCY OR AUTHORIZED APPROVING AGENT DATE

CERTIFICATE OF APPROVAL FOR RECORDING

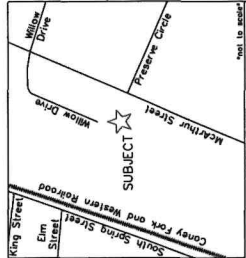
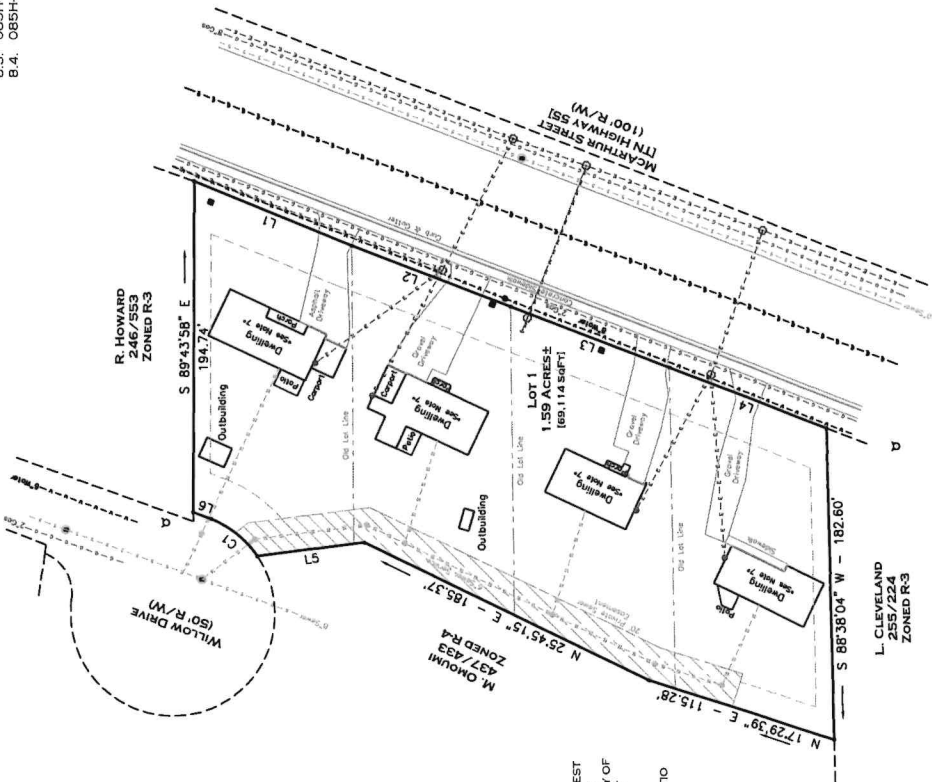
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE MANCHESTER SUBDIVISION REGULATIONS, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION, AND IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGISTER.

SECRETARY, PLANNING COMMISSION DATE

LEGEND

THESE STANDARD SYMBOLS WILL BE FOUND IN THE DRAWING.

- SEWER MANHOLE
- SEWER CLEANOUT
- UTILITY POLE
- ELECTRIC METER
- GUY ANCHOR
- WATER METER
- FIRE HYDRANT
- 1/2" IRON ROD FOUND



ORDINANCE NO. _____

**AN ORDINANCE ZONING THAT PROPERTY OWNED BY CAROLYN CLABOUGH,
LOCATED ON CAT CREEK ROAD AND PERRY ROAD TO R-1 AND RECENTLY
ANNEXED INTO THE CITY**

Whereas, prior to 2012, cities were empowered to annex territory by ordinance; and

Whereas the Tennessee General Assembly revised the annexation statutes, which now provide that annexation by written consent be accomplished by resolution; and

Whereas the City of Manchester recently annexed certain property owned by Carolyn Clabough; and

Whereas the City of Manchester has a currently-enacted Zoning Ordinance and Zoning Map; and

Whereas, pursuant to Tennessee law, since the zoning of real estate is accomplished by ordinance; it must be amended by ordinance rather than resolution; and

Whereas the Manchester Planning Commission recommended that the property owned by Carolyn Clabough be zoned to R-1 according to and as described below.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 1 of the Manchester Municipal Code be, and it is, hereby amended from RS-1 to apply the zoning classification of R-1 to the following described properties owned by Carolyn Clabough:

PORTIONS OF MAP 086 Parcel 008.13 AND 008.14, respectively

BEGINNING at a capped rebar found in the west margin of Cat Creek Road, being the southeast corner of Ruedas (WDB. 418, pg. 746) and the northeast corner of the property herein described; thence proceeding along the margin of said road, S 26°56'26" W, 261.52 ft. to a 1 / 2-inch capped rebar set, being the northeast corner of Clabough (WDB. 393, pg. 487) and the southeast corner of the property herein described; thence leaving the margin of said road and proceeding along the north line of Clabough, N 62°36'05" W, 249.65 ft. to a 1 / 2-inch capped rebar set, being the

southwest corner of the property herein described; thence leaving the north line of Clabough and proceeding through the lands of Clabough, N 26°55'07" E, 259.43 ft. to a capped rebar found, being the southwest corner of Ruedas and the northwest corner of the property herein described; thence proceeding along the south line of Ruedas, S 63°04'53" E, 249.74 ft. to the POINT OF BEGINNING, containing 1.49 Acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being a portion of the property described in WDB. 393, pg. 460, ROCCTn.

And

BEGINNING at a point at the intersection of the west margin of Cat Creek Road and the south margin of Perry Road, being the northeast corner of the property herein described; thence proceeding along the margin of Cat Creek Road, S 27°08'46" W, 306.77 ft. to a capped rebar found, being the northeast corner of Ruedas (WDB. 418, pg. 746); thence leaving the margin of said road and proceeding along the north line of Ruedas, N 63°04'53" W, 250.13 ft. to a capped rebar found; thence proceeding through the lands of Clabough, the following calls: thence N 75°32'51" W, 415.70 ft. to a 1 / 2-inch capped rebar set; thence N 04°01'39" E, 231.14 ft. to a 1 / 2-inch capped rebar set in the south margin of Perry Road; thence proceeding along the margin of Perry Road, S 76°53'05" E, 769.38 ft. to the POINT OF BEGINNING, containing 4.07 acres, as surveyed by Northcutt and Associates Land Surveying, Inc., 409 Woodbury Highway, Manchester, Tn 37355, Job # 21C-122, dated 01-22-2026, and being portions of the properties described in WDB. 172, pg. 646 & WDB. 223, pg. 458, ROCCTn.

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that Title 14, Chapter 6, Section 2 of the Manchester Municipal Code entitled "Zoning Map" be amended to show these properties zoned R-1 as described above; and

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage and public hearing, the public welfare of the City of Manchester, Tennessee requiring it and that all ordinances in conflict be repealed to the extent of this conflict.

This ordinance is presented and passed with the positive recommendation of the Manchester Regional Planning Commission obtained at its meeting February 16, 2026.

PASSED FIRST READING: _____, 2026

PASSED SECOND AND FINAL READING: _____, 2026

Joey Hobbs, Mayor

Anthony Burrows, Finance Director



ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF MANCHESTER, AMENDING MMC 1-111 AND
ADOPTING RULES FOR PUBLIC COMMENTS, PURSUANT TO TENNESSEE CODE
ANNOTATED § 8-44-112**

WHEREAS, the State of Tennessee General Assembly previously enacted into law Tennessee Code Annotated § 8-44-112, requiring periods for public comment during local government meetings, with certain exceptions; and

WHEREAS the Tennessee Legislature has further defined citizen's right to speak in Paragraph (a) of said statute and the Board of Mayor and Aldermen believes it in the best interest of the City of Manchester that a certain amendment be made to those procedures in MMC 1-111; and

WHEREAS, Paragraph (b) of the public comment law provides that a governing body may put reasonable restrictions on the period for public comment; and

WHEREAS, this Board has determined that restrictions are appropriate in order to ensure and balance the multiple competing interests of public involvement in local government, the orderly and efficient conduct of local government meetings, and the representation of opposing viewpoints.

BE IT THEREFORE ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that there be an amendment to MMC 1-111 by deleting it in its entirety and substituting the following:

“1-111. Citizen's comments. During every board, committee, and commission meeting within city government there shall be reserved a period for public comment to provide the public with the opportunity to comment on matters that are germane to the items on the agenda for the

meeting; and on any matter that is germane to the jurisdiction of the governing body, regardless of whether such matter is an item on the agenda for the meeting. The following rules and restrictions shall govern the application of the above:

- (1) Any member of the public signing up for comment shall be required to review these restrictions.
- (2) A declaration of the item the comment will address is required at signup.
- (3) The Public Comment segment is limited to an aggregate of **ten (10)** comments on matters germane to the items on the agenda or jurisdiction of the governing body.
- (4) In order to provide for a more diverse pool of comments, priority among those signing up shall be given to members of the public who have not commented during the preceding **two (2)** meetings.
- (5) The maximum duration of any comment shall be **(5)** minutes, unless the body votes to permit more time for speakers and their comments.”

BE IT FURTHER ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER, TENNESSEE that this ordinance shall take effect on and after its publication and passage, the public welfare of the City of Manchester, Tennessee requiring it.

PASSED FIRST READING: _____, 2026

PASSED SECOND AND FINAL READING: _____, 2026

Joey Hobbs, Mayor

Anthony Burrows, Finance Director

**CITY OF MANCHESTER
CITIZEN PARTICIPATION FORM
OFFICE 931-728-4652
Email: mayor@cityofmanchestertn.com**

The City of Manchester relies heavily upon citizen participation on the Boards and Commissions that help Manchester serve its residents. The assistance received from the groups greatly assists the City in making Manchester a better place to live.

We greatly encourage citizen participation in serving on one of the Boards or Commissions listed below. If you feel you could devote sufficient time, please volunteer for your selected Board or Commission. Please complete the form and return to the Board of Mayor and Aldermen, City Hall, 200 West Fort Street, Manchester, TN 37355. Email form to mayor@cityofmanchestertn.com.

Please circle the Board or Commission that you wish to serve:

Planning and Zoning Commission

Recreation Commission

ADA Compliance Committee

Tourism Commission

Health, Education, & Housing Facility Board

Stormwater/Building Codes Board of Appeals

Manchester Public Building Authority

Other _____

Water & Sewer Commission

Manchester Housing Authority

Duck River Utilities Commission

Historic Zoning Commission

Greater Manchester Economic Development Board

Coffee County Industrial Board (City Seat)

Coffee County 911 Board (City Seat)

Name: Stephen Scarborough

Home Phone: _____ Business Phone: _____

Cell Phone: 9015910025 Email Address: sdscarborough@gmail.com

Address: 404 Oak St, Manchester TN 37355

Education: BAS Information Security Occupation: Gig worker

Are you: ☒ Manchester resident () Elector in Manchester () Manchester Business Owner

() Coffee County Resident () Elector in Coffee County () Coffee County Business Owner

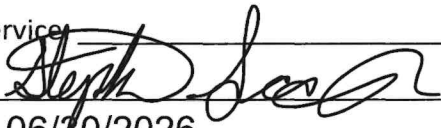
Why do you want to serve on the Board or Commission circled above?

I am wanting to give back to my community and help make Manchester
A great place to live

Have you served on a Board or Commission before? If yes, please specify.

No

Dates of Service: _____

Signature: 

Date: 06/30/2026

***Please return by mail, email, or deliver to Mayor's Office at City Hall**