

# **THE MANCHESTER PLANNING COMMISSION MINUTES**

## **July 20, 2026**

**Chairman Mark Williams called the meeting to order at 5:30 P.M.**

**MEMBERS PRESENT:** Mayor Joey Hobbs, Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Leif Swanson, Secretary Ward Johnson, Brad Goodwin, Paul Thornton, Mitch Umbarger and Cheryl Swan

**MEMBERS UNABLE TO ATTEND:** NONE

**NON-MEMBERS PRESENT:** City Engineer Adam Carter, Codes Director Brittany Fiske, Office Mgr. Grace Frazier and others.

**NON-MEMBERS UNABLE TO ATTEND:** None

**APPROVAL OF June 15, 2026 MINUTES:**

**Motion by Brad Goodwin to approve, seconded by Secretary Johnson. Approved unanimously.**

**APPROVAL OF AGENDA:**

**Motion by Cheryl Swan to approve, seconded by Mitch Umbarger. Approved unanimously.**

**COMMENTS FROM CITIZENS:** None

**BUSINESS:**

**Prem/Final Plat:** 2 lots 4609 Old Tullahoma Hwy., for Carol Molthen. Zoned R-3

**DESCRIPTION:**

The proposed preliminary / final plat modifies the lot line between Tracts 27 and 28. Tract 28 is currently nonconforming with 3 mobile homes. No new nonconformance is being created with this plat.

**RECOMMENDATION:**

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

1. Coordinate with MWSD on available sanitary sewer capacity to serve the lots due to current sewer system conditions and TDEC directives.
2. Provide public use easement along both parcels adjacent to the Old Tullahoma Highway right-of-way for a distance of 30' from the centerline of Old Tullahoma Highway.
3. Make all text legible.
4. Provide the zoning of the subject parcels and adjoining parcels.
5. Provide a 10' PUDE along all property lines.
6. Show the sewer force main as extending beyond the north end of the property.

7. Add owner certification signature line.

**Motion by Vice Chairman Swanson to approve pending punchlist item, seconded by Brad Goodwin. Approved unanimously.**

**Prem./Final Plat: 2 lots 1309 Hills Chapel Rd., for Jane Melton & Jeanne Ball. Zoned R-3**

**DESCRIPTION:**

The proposed preliminary / final plat creates two lots from a single, existing lot. The original lot is a total of 4.49 acres. The proposed Lot 1 is a flag lot totaling 0.73 acres and has a single-family residence. The proposed Lot 2 is 3.76 acres buildable areas in the front and rear of Lot 1. Both Lots are served by an 8" waterline, 8" sewer line, and a 2" gas line which runs along Hills Chapel Road.

**RECOMMENDATION:**

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

1. Coordinate with MWSD on available sanitary sewer capacity to serve lot 2 due to current sewer system conditions and TDEC directives.
2. Provide private utility easement along all utility service lines that cross Lot 2 to serve Lot 1. Gas and electric service lines are shown and called out. However, based on cleanout locations and the water meter location, the water and sewer service lines also likely cross lot 2. They don't have to be shown, but should be noted as having private utility easements across lot 2.

**Motion by Cheryl Swan to approve pending punchlist, seconded by Vice Mayor Messick. Approved unanimously.**

**Prem./Final Plat: 4 lots, Old Tullahoma Hwy., Tax map 093, Parcel 037.01 for Allan Howard. Zoned RS-1 in the UGB.**

**DESCRIPTION:**

The proposed preliminary / final plat creates four new lots along the west side of the Old Tullahoma Highway. These lots are cut from the Howard property which is approximately 250 acres of agricultural land. All 4 of the new lots will be vacant. It appears that lots 1-3 have been evaluated by a soil scientist and there are suitable areas to accommodate a septic system disposal field. It is stated on the plat that Lot 4 is being reserved for a future commercial use. There is a 10" sewer force main along the east side of the Old Tullahoma Highway in front of the lots. However, lots 1-3 are intended to be served by septic systems. The lots are served by a 10" water line running along the Old Tullahoma Highway.

**RECOMMENDATION:**

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

1. A fire hydrant will be required on the west side of the railroad and Old Tullahoma Highway. Coordinate with the Manchester Fire Department and the Manchester Water and Sewer Department regarding the location of the hydrant.

2. The TDEC septic system restrictions block is to be completed prior to recording the plat.
3. Coordinate with the Planning Director and City Attorney regarding the City's process for formally accepting property to be dedicated.

**Motion to approve by Brad Goodwin, seconded by Mitch Umbarger.**

**Approved unanimously.**

**Report of Chairman: NONE**

**Report of Engineer/Codes Director: Director Fiske reminded Planning Commission members that training is scheduled for August 13<sup>th</sup>, 2026.**

**Motion to adjourn at 5:50 PM by Vice Mayor Messick made the motion, seconded by Paul Thornton. Approved unanimously.**

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**Chairman**

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**Secretary**

**MANCHESTER BOARD OF ZONING APPEALS MEETING**

**July 20, 2026**

**NO NEW BUSINESS  
NO MEETING**