

THE MANCHESTER PLANNING COMMISSION MINUTES
December 18, 2023

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

MEMBERS PRESENT: Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Leif Swanson, Ward Johnson, Ken Seuberling, Rob Clutter and Brad Goodwin

MEMBERS UNABLE TO ATTEND: Mayor Marilyn Howard, Secretary Elissa Fletcher

With the absence of Secretary Elissa Fletcher, Chairman Mark Williams appointed Rob Clutter as acting Secretary for the meeting.

NON-MEMBERS PRESENT: City Engineer Scot St. John, Codes Director Brittany Fiske, Office Mgr. Grace Frazier and others.

NON-MEMBERS UNABLE TO ATTEND: NONE

APPROVAL OF October 16, 2023 MINUTES:

Motion by Brad Goodwin to approve, seconded by Ken Seuberling. Approved unanimously.

NO MEETING IN NOVEMBER 2023

COMMENTS FROM CITIZENS:

Sarah Bradley requested to speak on the 100 Red Raider Dr. project when it is presented.

BUSINESS:

Prem./Final Plat: 2 lots at 315 Carr Rd. for Dennis Floyd. Zoned RS-1 in the UGB

This preliminary/final plat splits the Floyd house and 1.83 acres off as a separate lot (Lot 1). The remaining 6.99 acres of Floyd is being combined with the adjacent Shores property. The lots are in the City of Manchester's UGB. A 6" water line is available for water service to the lots. Sanitary sewer is by septic system.

Recommendation:

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

Motion by Vice Chairman Swanson to approve as presented, seconded by Ward Johnson. Approved unanimously.

Page 2

Prem./Final Plat: 2 lots 217 Hidden Valley Lane for Edward Niederhauser. Zoned RS-1 in the UGB.

The preliminary/final plat splits 0.80 ac off of the Niederhauser property on Belmont Rd. to create Lot 1. The remaining Niederhauser tract is approximately 6 acres. The lots are in the City of Manchester's UGB. A 10" water line is available for water service to the lots. Sanitary sewer is by septic system. Note 6 states that it is the owner/developer's responsibility to obtain TDEC approval for a septic system, otherwise it is not a buildable lot.

Recommendation:

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

Motion by Brad Goodwin to approve as presented, seconded by Ken Seuberling. Approved unanimously.

Prem./Final Plat: 2 lots 2004 Old Tullahoma Hwy. for Wesley Brewer. Zoned RS-1 in the UGB.

This preliminary/final plat subdivides one lot into two lots on Old Tullahoma Hwy. The existing house will remain on the front lot, Lot 1. Lot 2 is 4.416 acres and a soil site has been mapped for a septic system. The lots are in the County but within Manchester's Urban Growth Boundary. Public water is available by MWSD. Fire hydrant coverage meeting City standards is currently not provided to the property.

Recommendation:

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

1. Label the plat as a preliminary/final plat.
2. Provide TDEC approval of an adequate soils area for an SSDS on Lot 2.

Motion by Ken Seuberling to approve pending punchlist corrections, seconded by Brad Goodwin. Approved unanimously.

Prem./Final Plat: 2 lots 205 Hulvey Ln. for Matthew Hulvey. Zoned RS-1 in the UGB.

This preliminary/final plat subdivides one lot into two lots on Hulvey Lane. The existing house will remain on Lot 1. Lot 2 is 0.80 acres and a soil site has been mapped. The lots are in the County but within Manchester's Urban Growth Boundary. Public water is available by MWSD. Fire hydrant coverage is currently not provided to the property due to a 2" line serving the property.

Recommendation:

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

Motion by Ward Johnson to approve as presented, seconded by Vice Mayor Messick. Approved unanimously.

Prem./Final Plat: 2 lots at 80 Lakeview St. for Donnie Parsley. Zoned R-2

This preliminary/final plat subdivides one lot into two lots on Lakeview Street. The existing house will remain on Lot 1. The existing garage on Lot 2 will be removed. Public water is available to both lots and existing fire hydrants provide coverage to both lots. The existing house on Lot 1 is served by a sewer force main and grinder pump. A grinder pump will be required on Lot 2 and a force main extended to the existing line.

Recommendation:

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

1. Coordinate with MWSD on the installation by the developer of a sewer grinder pump and force main extension to serve Lot 2. Post bond as required by MWSD.
2. Coordinate with MWSD on available sanitary sewer capacity to serve the new lot due to current sewer system conditions and TDEC directives.

Motion by Vice Chairman Swanson to approve pending punchlist corrections, seconded by Ken Seuberling. Approved unanimously.

Prem./Final Plat: 4 lots 819 S. Spring St. for Jimmy Hollandsworth. Zoned R-3

This preliminary/final plat subdivides one lot into two lots to create the vacant Lot 2. It also subdivides Lot 3 to create Lot 4 in order to place an existing house on its own individual parcel. Public water is available and fire hydrant coverage is met to the lots.

Recommendation:

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

1. Confirm sewer availability to the new undeveloped lot (Lot 2) with MWSD. If required by MWSD, post bond for any public infrastructure improvements to serve Lot 2.
2. Coordinate with MWSD on available sanitary sewer capacity to serve the new lot due to current sewer system conditions and TDEC directives.

Motion by Ward Johnson to approve pending punchlist items are corrected, seconded by Vice Mayor Messick. Approved unanimously.

Prem./Final Plat: 36 lots Hayfield Sq. for Adrian Hale. Zoned R-4

This preliminary/final plat subdivides one lot into 36 lots. All existing residential buildings are being placed on individual parcels. Water and sewer are existing and serve all exiting buildings. No changes to roadway or infrastructure are proposed by this division. Existing streets are on public right-of-way and maintained by the City.

Recommendation:

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

Motion by Ken Seuberling to approved as is, seconded by Brad Goodwin. Approved unanimously.

Site Plan: 100 Red Raider Drive for a CTE Building for Coffee County Board of Education. Zone R-1

This site plan is for a 2,800-sf building to be used as a classroom/workshop.

Sarah Bradley addressed the Planning Commission with concerns about the structure of the building.

Recommendation:

Staff recommends approval as presented.

Motion to approve by Brad Goodwin, seconded by Ken Seuberling. Approved unanimously.

Date of the January meeting: The regular January meeting date is on a holiday it was decided to have the meeting on January 18th, 2023. According to the By Laws of the Planning Commission the election of Officers will take place at the January meeting.

Page 5

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:00 PM by Rob Clutter, seconded by Vice Chairman Swanson.

Approved unanimously.



Chairman



Secretary

**MANCHESTER BOARD OF ZONING APPEALS MEETING
DECEMBER 18, 2023**

Meeting was called to order by Chairman Mark Williams at 6:01 P. M.

MEMBERS PRESENT: Vice Mayor Mark Messick, Chairman Mark Williams, Vice Chairman Leif Swanson, Ward Johnson, Ken Seuberling, Rob Clutter and Brad Goodwin

MEMBERS UNABLE TO ATTEND: Mayor Marilyn Howard, Secretary Elissa Fletcher.

NON-MEMBERS PRESENT: City Engineer Scot St. John, Codes Director Brittany Fiske, Codes Office Mgr. Grace Frazier and others.

NON-MEMEBERS UNABLE TO ATTEND: None

APPROVAL OF MINUTES: NONE

BUSINESS;

1. Special Exception: 105 E. High St. for commercial building to be used for residential. Zoned C-1

Steve West is requesting to use this building that is located in a commercial zone as a personal residence.

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

Variance: 505 Polk St. for Bob Bellamy for 5 ft. variance for accessory structure. Zoned R-2.

Mr. Bellamy is requesting a variance to build a lean to on the side of an existing building.

Motion by Vice Mayor Messick to approve, seconded by Vice Chairman Swanson.
Approved with Ken Seuberling voting no.

Report of Chairman: NONE

Report of Engineer/Codes Director: None

Motion to adjourn at 6:10 by Rob Clutter, seconded by Vice Mayor Messick.

Approved unanimously



Chairman



Secretary