

THE MANCHESTER PLANNING COMMISSION MINUTES
March 18, 2024

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, Secretary Elissa Fletcher, Ward Johnson, Ken Seuberling, Rob Clutter and Brad Goodwin

MEMBERS UNABLE TO ATTEND: Mayor Marilyn Howard

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 FEBRUARY 19, 2024 MINUTES:

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

COMMENTS FROM CITIZENS;

Citizen voiced concerns on PC member terms and the number of members on the BOZA.

BUSINESS:

Site Plan: 97 Walker St. for Coffee County Highway Dept. for a storage building. Zoned R-3

This site plan is for a 3,000 sf open equipment storage building located on the 1.58 ac lot of the Coffee County Highway Department. Utilities are existing for service to the site and no utilities are proposed for the new equipment shed.

Recommendation:

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

Motion by Ken Seuberling to approve as presented, seconded by Vice Mayor Messick. Approved unanimously.

Site Plan: 1410 Hillsboro Blvd. for Brian Biggs for a medical office. Zoned C-3

The site plan is for a 5,500 sf building located on a 0.81 ac lot. The use is medical office. Utilities are existing for service to the site. Stormwater detention including water quality are met by the proposed detention basin on site.

Recommendation:

1. Provide a copy of the TDOT entrance and grading permit once received.
2. Provide calculations indicating water quality requirements are met.
3. On the pervious concrete pavement detail, call out the aggregate types for the leveling layer and base layer.
4. Provide a completed, signed detention maintenance agreement form for recording.
5. Coordinate with MWSD on available sanitary sewer capacity to serve the new building due to current sewer system conditions and TDEC directives.

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

Site Plan: Interstate Dr. for Swanson Dev., Map 067, Parcel 097.00. Zoned C-3

The site plan is for 3 buildings containing a total of 28,400 sf located on a 3.47 ac lot. The use is commercial and warehousing. A fire hydrant is being added for coverage and a public sewer line extension is proposed to extend through the site. Stormwater detention requirements, including water quality, are met by the two proposed detention basins on site.

Recommendation:

Staff recommends approval of the site plan subject to the following punchlist items:

1. List building height in the Site Data Table.
2. Provide TDEC approval for the public water line extension and new fire hydrant.
3. On 8" sewer line extension, coordinate with MWSD to prepare an easement document on the 20' public utility easement for recording.
4. Submit the sewer line extension to TDEC for approval.
5. Provide a SWPPP and Long Term Maintenance Agreement for review and approval.
6. Provide the retaining wall design details.
7. Provide 5' concrete sidewalk across the remaining parking lot frontage and driveway. Also, extend the sidewalk to the easterly property line.
8. Provide a completed, signed detention maintenance agreement form and Long Term Maintenance Agreement for recording.
9. Coordinate with MWSD on available sanitary sewer capacity to serve the units due to current sewer system conditions and TDEC directives.
10. Revise the water quality calculations to meet the City of Manchester's requirements for 80% TSS removal including a revision to the Water Quality Rainfall quantity.

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

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Rezoning: St. Bede's Drive., Map 076, Group G, Parcel 028.00 for Jim and Julia Rouvelas. Request from R-1 zone to C-3 zone.

This request is being made by the property owner to utilize the property for business, mercantile or assembly.

Motion to approve the rezoning by Brad Goodwin, seconded by Elissa Fletcher. Approved unanimously.

Rezoning: Ragsdale Rd. for Swanson Development, Map 67, Parcel 81.08 and a portion of 60.00. Parcel 81.08 is currently zoned R-1 and Parcel 60.00 is currently part of the lot being annexed into the city from the Urban Growth Area with no present zoning. The request to rezone is from R-1 to R-2, R-3, and R-4 for mixture of residential detached and attached single-family homes. Some of the residence in the area had concerns: James Simonton and Kimla Weeks stated concerns of increase of traffic, overcrowded schools and the sewer system. Scot St. John stated that a traffic study will be required for the project. Mrs. Weeks had questions at to how much of the property will back up to the Wellington S/D.

Motion to send to BOMA with a positive recommendation by Vice Chairman Swanson, seconded by Ward Johnson. Motion carried with Brad Goodwin voting no.

Construction Plans: Murfreesboro Hwy. Laurel View S/D for Howard Development LLC. Zoned R-4

This construction plans are for a 99 lot subdivision. The property has recently been annexed and zoned to R-4. A preliminary plat was previously approved by the Planning Commission. Utilities are being extended to serve the development. Stormwater detention is being provided by four basins. TDOT approval is required for the proposed street connection to US Hwy 41.

Recommendation:

- 1. Per the recommendations of the Traffic Impact Study, the City of Manchester should implement the speed limit reduction (shifting of the posted 40 mph zone) to the City Limits by Northridge S/D.**
- 2. Clearly show all easements on LP-1 and grading plans. Show drainage easement on the detention basins.**
- 3. Provide calculations indicating water quality requirements are met.**
- 4. Provide a SWPPP/NOI and Long Term Maintenance Agreement for review. Final review of the erosion control plan will not be completed until this is received.**
- 5. Provide completed, signed stormwater detention maintenance agreement form and long term maintenance plan for recording prior to final plat.**

6. Coordinate with DREMC on a street lighting design and developer to pay fees to City
7. Coordinate with MWSD on available sanitary sewer capacity to serve the development due to current sewer system conditions and TDEC directives.
8. Coordinate with MWSD on participation in sewer system upgrades in this area including upsizing of Fredonia Road Pump Station resulting from the development.
9. Consider additional hydrant per Fire Chief's request. Coordinate with Manchester Fire Chief.

Motion by Brad Goodwin to approve, seconded by Vice Chairman Leif Swanson.
Approved unanimously.

Annexation: 2514 McMinnville Hwy., Map 67, Parcel 60.00 and 81.06 with various zones of R-1, R-2, R-3, R-4, C-2, C-3 and I-1. The parcels consist of approximately 300 +/- acres. The McMinnville Hwy. area does not meet the current Land Use Plan, therefore an amendment to the Land Use Map will have to be voted and approved. Several residences in the area stated concerns of water issues, sewer issues, and school overcrowding. Murry Gheesling requested a negative recommendation because of the location of the project.

Motion by Vice Mayor Messick to send to BOMA with a positive recommendation, seconded by Vice Chairman Swanson. Motion carried with Brad Goodwin voting no.


Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:57 PM by Rob Clutter, seconded by Ken Seuberling.
Approved unanimously.



Chairman



Secretary

**MANCHESTER BOARD OF ZONING APPEALS MEETING
March 18, 2024**

Meeting was called to order by Chairman Mark Williams at 6:58 P. M.

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

MEMBERS UNABLE TO ATTEND: Mayor Marilyn Howard

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 FEBRUARY 19, 2024 MINUTES

**Motion by Vice Mayor Messick to approve, seconded by Ken Seuberling.
Approved unanimously**

BUSINESS: NONE

**Report of Chairman: NONE
Report of Engineer/Codes Director: NONE**

**Motion to adjourn at 7:01 by Rob Clutter, seconded by Secretary Fletcher.
Approved unanimously**

Chairman

Secretary