

THE MANCHESTER PLANNING COMMISSION MINUTES
February 17, 2025

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 Ward Johnson, Ken Seuberling, Brad Goodwin, Cheryl Swan

MEMBERS UNABLE TO ATTEND: Mayor Joey Hobbs

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 AGENDA: January 21, 2025

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

COMMENTS FROM CITIZENS: Mrs. Dow Jones stated concerns about growth in the area without the infrastructures being able to handle it.

BUSINESS:

Prem./Final Plat: 2 lots 812 Lynchburg Rd. for Glen Chapman. Zoned R-4

DESCRIPTION:

The proposed preliminary / final plat subdivides one lot into two new lots. The existing house will be on Lot 1 and the existing garage and shed will be on Lot 2. A 6" water line and 8" sewer runs along Lynchburg Road to serve both lots.

RECOMMENDATION:

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

1. Coordinate with MWSD on available sanitary sewer capacity to serve the site due to current sewer system conditions and TDEC directives.
2. The shed and garage that is over the setback line on lot 2 should be noted as "to be removed" on the plat and these buildings should be removed prior to signatures and recording of the final plat.

Motion by Cheryl Swan to approve pending punchlist item, seconded by Ken Seuberling. Approved unanimously.

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Site Plan: 1660 Hillsboro Blvd. for Rekesh Patel at Big Foot Mkt. Zoned C-3

DESCRIPTION:

Planning Commission voted to defer until the March 17, 2025 meeting

Motion by Mark Messick to defer, seconded by Brad Goodwin. Approved unanimously.

Site Plan: 1513 McArthur St., Trinity Baptist Church. Zoned C-3

DESCRIPTION:

The proposed site plan is for a 9,630 square foot building addition on the back side of the existing church building. This addition is for classroom space and does not add any seating capacity to the sanctuary. Utilities and fire protection for this addition will be served from the existing utility lines and fire protection lines currently in or near the existing building. The existing parking lot and on-site drainage system will be modified to accommodate the building addition.

RECOMMENDATION:

Staff recommends approval of the site plan.

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

Site Plan: 861 McArthur St., Citizen Tri County Bank. Zone C-3

Description:

After the Planning Commission discussed the punchlist items a suggestion was made to defer until March 17, 2025 meeting.

Motion made by Secretary Johnson to defer, seconded by Cheryl Swan. Motion passed with 4 members voting yes, Vice Mayor Messick voted no and Brad Goodwin abstained. Motion carried.

Construction Plan: 132 lots Bashaw Creek Rd. for Howard Development. Zoned R-4

DESCRIPTION:

The construction plans are for 132 single-family lots on a portion of Map 068 Parcel 063.00. Access to this subdivision is from one main entrance on Bashaw Creek Road and an

additional secondary entrance on Bashaw Creek Road. Sanitary sewer is provided throughout the subdivision and discharges from the subject subdivision into the sewer system of the Northridge Subdivision to the north. Water lines are provided throughout the subdivision and are proposed to be served from the existing water lines in the Northridge Subdivision. Stormwater detention basins are provided, one being off-site and requiring easement from the adjacent property to the west. Stormwater quality measures in accordance with the Manchester Stormwater Ordinance are provided at each stormwater discharge point. Sidewalks are provided along both sides of the proposed roadways throughout the development. Bashaw Creek Road is a county road/ROW in this location and no request to annex the roadway to the development has occurred.

RECOMMENDATION:

Staff recommends approval of the construction plans subject to the following punchlist items:

1. Coordinate with MWSD on available sanitary sewer capacity to serve the lots due to current sewer system conditions and TDEC directives. Upgrades to the downstream sanitary sewer collection system may be required to serve this development.
2. Coordinate with MWSD on available water system capacity to serve the development. Upgrades to the water distribution system may be required to serve this development.
3. There are technical items on the drainage report that need to be addressed in cooperation with the City Engineer which could slightly change the stormwater system design. Coordinate with the City Engineer regarding these items.

Motion by Brad Goodwin to approve pending punch list items, seconded by Ken Seuberling. Approved unanimously.

Public Hearing: Plans of service acceptance for annexation of 12.81 ac. off Lakeview St. for I.A. and Marilyn Howard.
Owner withdrew.

Annexation: 12.81 acre with R-4 zoning off of Lakeview St.
Owner withdrew.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:30 PM by Ken Seuberling, seconded by Brad Goodwin.
Approved unanimously



Chairman



Secretary

MANCHESTER BOARD OF ZONING APPEALS MEETING
February 17, 2025

Chairman Mark Williams called the meeting to order at 6:31 P.M.

MEMBERS PRESENT: Vice Mayor Mark Messick, Vice Chairman Leif Swanson, Secretary Ward Johnson, Ken Seuberling, Cheryl Swan and Brad Goodwin

MEMBERS UNABLE TO ATTEND: Mayor Joey Hobbs

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

NON-MEMEBERS UNABLE TO ATTEND: None

APPROVAL OF Minutes: January 21, 2025

APPROVAL OF AGENDA:

Motion by Cheryl Swan to approve, seconded by Brad Goodwin. Approved unanimously.

COMMENTS FROM CITIZENS: None

Business:

Variance: James & Melissa Riddle on Mill St. Map 076I, Group C, Parcel 020.00.

Request for variance on lot of record to build a single-family on a noncompliant lot. MMC 14-705 states a variance may be obtained for lots of record. Zoning setback requirements will still be required to be met.

Motion to approve by Secretary Johnson, seconded by Ken Seuberling. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Director: NONE

Motion to adjourn at 6:38 PM by Brad Goodwin, seconded by Cheryl Swan.

Approved unanimously



Chairman



Secretary