

THE MANCHESTER PLANNING COMMISSION MINUTES
February 16, 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, Cheryl Swan, Mitch Umbarger and Paul Thornton

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 January 20, 2026 MINUTES:

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

APPROVAL OF AGENDA:

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

COMMENTS FROM CITIZENS: None

BUSINESS:

Prem/Final Plat: 2 lots Powers Bridge Rd., Map 075, Parcel 028.02 approximately 2.44 acres for Daniel Powers. Zoned RS-1 in the UGB.

DESCRIPTION:

The proposed preliminary / final plat creates a 2.44 acre lot separated from the remaining ±39 acre Powers property. The proposed lot has no structures and will be a vacant lot. The property is served by an 8" water line along Powers Bridge Road.

RECOMMENDATION:

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

1. Complete the TDEC septic restrictions block prior to recording the plat.

Motion by Brad Goodwin to approve with the punchlist item, seconded by Mitch Umbarger. Approved unanimously.

Prem./Final Plat: 2 lots 290 Winstead Rd., for Zachary Harwell. Zoned RS-1 in the UGB.

DESCRIPTION:

The proposed preliminary / final plat creates two lots from a single lot. The existing lot has one residential structure, one large accessory structure, and one mini-barn accessory structure. The mini-barn structure will be moved so that it complies with setback requirements. The septic system disposal field for the residential structure is shown and will remain on the same parcel as the residential structure. There is another existing septic field located on the new, vacant lot but does not appear to be currently in service. It is intended that both parcels be served by water lines located on Riddle R approximately 350' south of the site.

RECOMMENDATION:

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

1. The existing residential structure appears to be served by an existing septic system located on the same parcel so no action is required for this parcel. The existing septic system disposal field located on Lot 1 that is not in use must be evaluated to determine, if it is still suitable, its restrictions, and determine if a suitable duplicate area is available on the lot. Additionally, it appears that a gravel driveway has been built directly over the existing disposal field. Heavy vehicles or equipment could have damaged the existing lines or affected the field absorption rate. There was an evaluation of a septic system at this address on August 25, 2025 which was inconclusive on its condition and no records for the site evaluation or construction approval of the system could be found by TDEC. It is not clear which septic system was evaluated (system for existing house or system on proposed lot) but it appears that it was the system on the proposed vacant lot based on the comment of the septic tank being located 12' north of the utility pole. That description would closely match the septic field in question based on the utility pole location shown on the plat. (TDEC inspection letter attached)
2. It is recommended that the strip of land on the remaining 5 acre parcel south of Lot 1 be 50' wide to allow for future subdivision of the remaining 5 acre parcel and have 50' access to the existing structures from this location.

Staff recommends approval of the preliminary / final plat.

Motion by Secretary Johnson to approve as pending punchlist, seconded by Vice Mayor Messick. Approved unanimously.

Prem./Final Plat: 4 lots 889 Blanton's Chapel Rd. for Gonzales. RS-1 in the UGB.

DESCRIPTION:

The proposed preliminary / final plat creates four lots from a single lot. The existing lot has two agricultural structures. One of the structures will be removed and the other will remain on Lot 2 of the newly created lots. Lots 1, 3, and 4 will have no structures on them. All three properties are served by a 10" water line along Blanton Chapel Road. All four lots have a mapped soil area for a septic system disposal field.

RECOMMENDATION:

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

1. Complete the TDEC septic restrictions block prior to recording the plat.

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

Prem./Final Plat: 3 lots 272 Fairlane Dr. for Glen Chapman. Zoned R-3

DESCRIPTION:

The proposed preliminary / final plat creates three lots from a single lot. The existing lot has a single residential structure which will remain on Lot 1 of the three new lots. Lots 2 and 3 will be vacant lots. All three properties are served by a 6" water line, 8" sewer line, and 2" gas line along Fairlane Drive.

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.

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

Site Plan: 1319 Hills Chapel Rd. for townhouses for Mike Chaudhury. Zoned R-3

DESCRIPTION:

The proposed site plan is for the construction of a townhouse development with three, 6-unit townhouse buildings for a total of 18 units. Detention and water quality measures are provided for the site. Sidewalk is provided throughout the development and extends to the Hills Chapel Road right-of-way. The development will be served by a 6" public water line fed from the existing 8" water line along Hills Chapel Road. It is proposed that the development be served by an existing 8" sewer service line that currently serves the single-family residence in front of the proposed development.

RECOMMENDATION:

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

1. A detention agreement and long-term maintenance plan will be required.
2. Coverage under a construction general permit will be required for this project so a SWPPP should be submitted to the city for review.
3. Coverage under an ARAP will be required for this project. Provide a copy of the ARAP to the city when obtained.
4. It appears that the sidewalk is being constructed at the same grade as the asphalt along the entrance. The sidewalk should be behind elevated curb and at the same elevation as the top of curb to avoid siltation on the back of the sidewalk, discourage vehicles from mounting the sidewalk, prevent drainage across the sidewalk, and enhance pedestrian safety. Curb/sidewalk cuts with steel plates can be provided to allow for proper drainage.
5. It should be verified that a recorded easement exists for the existing sewer service line across the adjacent property to the south. If it does, the easement with instrument reference should be included on the site plan. The connection of 18 townhome units to an existing service line that only serves one house and has done so for many years could constitute overburdening of the easement on the adjacent property. It is recommended that the city attorney be consulted on this issue prior to allowing the proposed sewer connection as shown on the site plan.
6. Coordinate with MWSD on available sanitary sewer capacity to serve the lots due to current sewer system conditions and TDEC directives.
7. Provide turning template for emergency ingress/egress turn around.

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

Site Plan: Stroud Dr. for 3 townhouses for Trevor Taylor, Map 085C, Group C, Parcel 001.00. Zoned R-3

DESCRIPTION:

The proposed site plan is for the construction of a townhouse development with three townhouse units in a single structure. The units will front on Stroud Drive and be served by a 6' water main along Stroud Drive and an 8" sewer line along Sitz Drive. Detention and water quality measures are provided for the site. It should be noted that two parking spaces are required for each dwelling unit by ordinance and the developer is counting the garage as one of those spaces for each unit. Therefore, only one exterior parking space is provided at each unit.

RECOMMENDATION:

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

1. MMC 14-409 (5) states: Where two (2) driveways are provided for one (1) lot frontage, the clear distance between the driveways shall not be less than twenty-five (25) feet.
2. A detention agreement and long-term maintenance plan will be required.
3. Coordinate with MWSD on available sanitary sewer capacity to serve the lots due to current sewer system conditions and TDEC directives.
4. A special exception need to be applied for to allow for the triplex in a R-3 zone.
5. The subdivision plat will need to be registered before any permits can be issued.

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

Rezoning: Doak Rd., Map 085E, Group A, Parcel 012.00, for Willis Trust. Zoned C-2

Mark Willis for Georgia S. Willis Trust, applied for a rezoning on the above property from C-2, Highway Service District to R-3 Medium Density Residential. This rezoning request is not consistent with the land use map.

Motion by Cheryl Swan to send to BOMA with a negative recommendation, seconded by Secretary Johnson. Motion carried with Vice Mayor Messick abstaining.

Public Hearing: Plans of Service for 92, 116 and 138 Toliver Lake Rd. for Lisa Parks, Executrix of the estate of Carolyn Clabough. Zoned RS-1 in UGB

Motion by Secretary Johnson to send to BOMA with a positive recommendation, seconded by Brad Goodwin. Approved unanimously.

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Annexation request: Lisa Parks, Executrix of the Estate of Carolyn Clabough has requested annexation of 92, 116 and 138 Toliver Lake Rd., with a zoning of R-1, large lot residential.

Motion by Secretary Johnson to send to BOMA with a positive recommendation, seconded by Brad Goodwin. Approved unanimously.

Public Hearing: Plans of Service, 500 Cat Creek Rd. DEFERRED

Annexation and zoning: 500 Cat Creek Rd. DEFERRED

Public Hearing: Plans of Service, 39 Perry Rd. DEFERRED

Annexation and zoning: 39 Perry Rd. DEFERRED

Amendment to MMC14-606 (6) (a) lot width at setback, without sewer.

Minimal lot size dimensional requirement for lots with sewer and without sewer to be 100 ft.

Motion by Secretary Johnson to send to BOMA with a positive recommendation, seconded by Vice Chairman Swanson. Approved unanimously.

Report of Chairman: NONE

Report of Engineer/Codes Dir.: NONE

Motion to adjourn at 7:05pm by Paul Thornton, seconded by Secretary Johnson. Approved unanimously.

Chairman

Secretary

MANCHESTER BOARD OF ZONING APPEALS MEETING
February 16, 2026

NO BUSINESS NO MEETING