



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
January 11, 2021

<u>COMMISSIONERS</u>	<u>CITY OFFICIALS AND STAFF</u>
----------------------	---------------------------------

Jason Truesdell, Chairman (2022)
 Jerry Meyer (2021)
 Joni Korte (2022)
 Mark Smith (2022)
 Paula Glaser (2024)
 John Dodge (2022)

Mike Clement, Mayor
 Paul Hamill, Alderman, Ex-Officio member
 Melanie Rippetoe, Director of Planning & Zoning
 Cinnamon Mullins, Recording Secretary

<u>CASES</u>	<u>REPRESENTATIVES OF CASES</u>
--------------	---------------------------------

- A. **20-SP-018** Doering Engineering, Inc., on behalf of 14417 Manchester Road LLC, owner, is seeking approval of an Amended Site Development Plan to convert an existing showroom/office area into six service bays located at 14437 Manchester Road, zoned C-1 Commercial Zoning District.

- B. **20-SP-019** Flower and Fendler Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 415 Ava Renee Dr, zoned R-4 Residential.

- **Mark Doering**
Doering Engineering Inc.
 4850 Lemay Ferry
 St. Louis, MO 63129

- **Randy Green & Craig Suntrup**
 6000 S Lindbergh
 St. Louis, MO 63123

- **Sean Flower**
Flower and Fendler
 PO Box 270255
 St. Louis, MO 63127

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of January 11, 2021 to order at 7:04 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Excused	Chairman Jason Truesdell	Present
Commissioner Paula Glaser	Present	Commissioner Mark Smith	Present

Commissioner Joni Korte	Present	Alderman Paul Hamill	Present
Commissioner John Dodge	Present	Melanie Rippetoe, Director	Present
Mayor Mike Clement	Present	Cinnamon Mullins, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Dodge made the motion to approve the minutes December 14, 2020. Motion seconded by Commissioner Smith; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

4. APPROVAL OF AGENDA

Alderman Hamill made the motion to approve the agenda as presented. Mayor Clement seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

5. OLD BUSINESS

6. NEW BUSINESS

A. 20-SP-018 Doering Engineering, Inc., on behalf of 14417 Manchester Road LLC, owner, is seeking approval of an Amended Site Development Plan to convert an existing showroom/office area into six service bays located at 14437 Manchester Road, zoned C-1 Commercial Zoning District.

Mark Doering, Randy Green and Craig Suntrup presented this case. They explained that there are a few exterior elevation changes and most of the renovation is interior. They furthered that the exterior would be made to match the current exterior and the interior will go from a showroom to service bays to accommodate for demand of customers. Director Rippetoe reported that the applicants submitted all required documents and met all setback requirements. Director Rippetoe continued that due to the application consisting of minor changes staff recommends that it does not need to go to the Board of Aldermen for a public hearing. Staff had no objections. Mr. Green and Mr. Suntrup clarified that there is no addition of signage.

Chairman Truesdell made the motion to approve the Site Plan of CASE #20-SP-018. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

B. 20-SP-019 Flower and Fendler Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 415 Ava Renee Dr, zoned R-4 Residential.

Sean Flower presented this case. He explained the new single family home and answered the Commissioner’s questions about the progress of the subdivision. Director Rippetoe reported that the plans met all the City’s regulations. Staff had no objections.

Alderman Hamill made the motion to approve the Site Plan of CASE #20-SP-019. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

7. PLANNING AND ZONING DIRECTOR’S REPORT

Director Rippetoe reported on the status of projects that had been previously presented to the Planning & Zoning Commission. She also reported that the Manchester Business Newsletter would be published by the end of the week and that Code Enforcement has started their spring cleaning sweep.

8. EX-OFFICIO’S REPORT

Alderman Hamill reported that the Board of Aldermen approved the purchase of the Commerce building and it will be retrofitted for a City Hall and the city offices will move to this location.

9. MAYORAL REPORT

Mayor Clement explained that the City plans on keeping the Lyceum building; however, the Commerce building will become the new City Hall. Mayor Clement also notified the Commission that there would be an Electronic Recycling Event on Saturday, January 6th from 8am-11am.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

The Commission discussed the possibility of meeting virtually after the pandemic has ended.

11. ADJOURNMENT

Chairman Truesdell made the motion to adjourn the Planning and Zoning Commission meeting of January 11, 2021 at 7:30 p.m. Motion seconded by Mayor Clement; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Respectfully submitted by:
 Cinnamon Mullins, Recording Secretary
 # # #