

**CITY OF MANCHESTER**

**PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
March 26, 2018**

**COMMISSIONERS**

**Jason Truesdell, Chairman (2018)**  
**Jerry Meyer (2020)**  
**Joni Korte (2020)**  
**Jack Fluchel (2019)**  
**Mark Smith (2018)**  
**Dave Willson, Mayor**

**CITY OFFICIALS AND STAFF**

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

**CASES**

**REPRESENTATIVES OF CASES**

- A. 18-TXT-001**- Fontbonne University proposes a Zoning Text Amendment to Article V of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Section 405.170.C.2. pertaining to Uses Specifically Prohibited in the R-1 Single-Family Residential District
- B. 18-TXT-002** - Fontbonne University proposes a Zoning Text Amendment to Article VII of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Section 405.320.R. pertaining to Construction Requirements of Scoreboards
- C. 18-SP-004** - Fontbonne University, owner under contract, is seeking approval of a Site Plan to modify the Site Plan of 498 Woods Mill Road, in the R-1 Single-Family Residential Zoning District.
- D. 18-SUP-001** - Fontbonne University, owner under contract, is seeking approval of a Special Use Permit for a not-for-profit collegiate educational institution to be located at 498 Woods Mill Road, in the R-1 Single-Family Residential Zoning District.
- E. 18-SUP-002** - Fontbonne University, owner under contract, is seeking approval of a Special Use Permit for athletic fields associated with the University to be located at 498 Woods Mill Road, in the R-1 Single-Family Residential

- **Mike Pressimowe**  
**Fontbonne University**  
6800 Wydown Blvd  
St. Louis, MO 63105  
314-889-1419
- **Lisa Vansickle**  
**Fontbonne University**  
6800 Wydown Blvd  
St. Louis, MO 63105  
314-719-8017
- **Marie Buchel**  
**Fontbonne University**  
6800 Wydown Blvd  
St. Louis, MO 63105  
314-889-4533
- **David Coleman**  
**Cannon Design**  
1100 Clark Avenue  
St. Louis, MO 63102  
314-341-0740

Zoning District.

- F. 18-TXT-003** - City Staff proposes a Zoning Text Amendment to Article VII of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Section 405.060 pertaining to Definitions and Section 405.285.C. pertaining to Special Uses in the PBD Planned Business Development District
- G. 18-SUP-003** - Montana Hilty, on behalf of Nico Properties II LLC, owner, is seeking approval of a microbrewery to be located at 14336 Manchester Road, in the PBD Planned Business Development District
- H. 18-SP-005** - Angelo Bologna, Barghausen Consulting Engineers, Inc, on behalf of Costco Wholesale, owner, is seeking approval of a Site Plan to modify the Site Plan of Costco, located at 301 Highlands Blvd., in PCD Planned Commercial Development Zoning District.

- **Melanie Rippetoe**  
14318 Manchester Road  
Manchester, MO 63011  
636-227-1385 ext. 107
- **Montana Hilty**  
**Time in a Barrel Brewing**  
808 Rauscher Dr  
Ballwin, MO 63011  
660-492-3001
- **Angelo Bologna**  
Barghausen Consulting Engineers  
18215 72<sup>nd</sup> Ave S.  
Kent, WA 98032  
425-656-7447
- **David Rogers**  
**Costco Wholesale**  
999 Lake Dr.  
Issaquah, WA 980277  
425-427-7554

**1. CALL TO ORDER**

Acting Chairman Fluchel called the Planning and Zoning meeting of March 26, 2018 to order at 7:04 p.m.

**2. ROLL CALL**

Acting Chairman Fluchel asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Excused
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
		Melanie Rippetoe, Director	Present
Mayor David Willson	Present	Cinnamon Mullins, Recording Secy	Present

**3. APPROVAL OF MINUTES**

Commissioner Meyer made the motion to approve the minutes of February 12, 2018. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

**4. APPROVAL OF AGENDA**

Acting Chairman Smith made a motion to move cases 18-TXT-003, 18-SUP-003 and 18-SP-005 to the top of the agenda. Commissioner Meyer seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

**5. OLD BUSINESS**

**6. NEW BUSINESS**

**A. 18-TXT-003** City Staff proposes a Zoning Text Amendment to Article VII of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Section 405.060 pertaining to Definitions and Section 405.285.C. pertaining to Special Uses in the PBD Planned Business Development District.

Director Rippetoe explained the text amendment would add the definition of a microbrewery into the zoning regulation and allows for a microbrewery as a special use in the Planned Business District only.

Commissioner Meyer made the motion to make a positive recommendation to the Board of Aldermen regarding the text amendment of CASE #18-TXT-003. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

**B. 18-SUP-003** Montana Hilty, on behalf of Nico Properties II LLC, owner, is seeking approval of a microbrewery to be located at 14336 Manchester Road, in the PBD Planned Business Development District.

Montana Hilty presented this case. Mr. Hilty explained that the microbrewery in question would sell and produce beer. They will be open seven days a week. Director Rippetoe said that there are no foreseen adverse effects. Staff had no objections.

Commissioner Korte made the motion to make a positive recommendation to the Board of Alderman regarding the special use permit of CASE #18-SUP-003. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

- C. **18-SP-005** Angelo Bologna, Barghausen Consulting Engineers, Inc, on behalf of Costco Wholesale, owner, is seeking approval of a Site Plan to modify the Site Plan of Costco, located at 301 Highlands Blvd., in PCD Planned Commercial Development Zoning District.

Angelo Bologna presented this case. Mr. Bologna explained that Costco is expanding their existing gas station to add five additional dispensers. This is to help improve the circulation of the gas station. Director Rippetoe explained that the site plan meets all the City’s regulations. Plans will have to be approved by MSD and West County EMS and Fire before they can build. Staff had no objections.

Discussion ensued among the Planning and Zoning Commission clarifying parts of the site plan.

Commissioner Korte made the motion to approve the site plan of CASE #18-SP-005. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

- D. **18-TXT-001** Fontbonne University proposes a Zoning Text Amendment to Article V of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Section 405.170.C.2. pertaining to Uses Specifically Prohibited in the R-1 Single-Family Residential District

Mike Pressimowe presented the case. Director Rippetoe explained that this change in code would clarify the contradicting sections of the code allowing for colleges and universities in the R-1 Residential District. Fontbonne University does not require this change in the text in order to be approved, as they are already allowed as a Special Use in the R-1 Zoning District. Staff had no objections.

Commissioner Meyer made the motion to make a positive recommendation to the Board of Aldermen regarding the text amendment for CASE #18-TXT-001. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

- E. **18-TXT-002** Fontbonne University proposes a Zoning Text Amendment to Article VII of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Section 405.320.R. pertaining to Construction Requirements of Scoreboards.

Mike Pressimowe presented the case. Director Rippetoe explained that this text amendment would allow universities and colleges to have scoreboards. It would also change the number of scoreboards allowed from one to three and require Planning and Zoning Commission approval for any scoreboard construction. Staff had no objections.

Commissioner Meyer made the motion to change the language of subsection two of the text amendment to limit the number of scoreboards to one per field with a maximum of three per property.

Commissioner Meyer made the motion to make a positive recommendation to the Board of Alderman regarding the altered text amendment of CASE #18-TXT-002. Commissioner Smith seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

- F. 18-SP-004** Fontbonne University, owner under contract, is seeking approval of a Site Plan to modify the Site Plan of 498 Woods Mill Road, in the R-1 Single-Family Residential Zoning District.

Director Rippetoe explained that the site plan has not met the Fire Marshall’s approval. If anything on the site plan changes they will have to come before the Planning and Zoning Commission with the new site plan. Staff had no objections.

Commissioner Korte made the motion to approve the site plan of CASE #18-SP-004. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote was taken and recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

- G. 18-SUP-001** Fontbonne University, owner under contract, is seeking approval of a Special Use Permit for a not-for-profit collegiate educational institution to be located at 498 Woods Mill Road, in the R-1 Single-Family Residential Zoning District.

Mike Pressimowe presented the case. Director Rippetoe explained that the plans met the City’s regulations and staff had no objections, pending comments from MODOT regarding traffic.

Commissioner Korte made a motion to make a positive recommendation to the Board of Aldermen regarding the special use permit of CASE #18-SUP-001. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

- H. 18-SUP-002** Fontbonne University, owner under contract, is seeking approval of a Special Use Permit for athletic fields associated with the University to be located at 498 Woods Mill Road, in the R-1 Single-Family Residential Zoning District.

Mike Pressimowe presented this case. Director Rippetoe explained that the lighting, and sound with the athletic fields had been addressed. Staff had no objections pending comments from MODOT regarding traffic.

Commissioner Meyer made a motion to make a positive recommendation to the Board of Aldermen regarding the special use permit of CASE #18-SUP-002. Commissioner Korte seconded the motion; it was passed by voice vote. The vote was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

**7. PLANNING AND ZONING DIRECTOR’S REPORT**

Director Rippetoe explained that there are a lot of plans that are in the review process and that will come in front of the Commission.

**8. EX-OFFICIO’S REPORT**

Aldermen Clement reported the change in payment method for the City’s Aldermen was passed at the last Board of Aldermen meeting.

**9. MAYORAL REPORT**

Mayor Willson said that preparation for the census was beginning and that there have been many successful events in the City in the past month.

**10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION**

**11. ADJOURNMENT**

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of March 26, 2018 at 8:05 p.m. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	1

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