



**MINUTES OF THE PUBLIC HEARING OF  
TUESDAY, FEBRUARY 22, 2022  
SPECIAL USE PERMIT TO OPERATE  
AN OFFICE RELATING TO CREMATION SERVICES LOCATED  
AT 14394 MANCHESTER ROAD.**

**CALL TO ORDER**

Mayor Mike Clement called the Public Hearing of the Board of Aldermen to order at 7:04 p.m.

**ROLL CALL AND STATEMENT OF QUORUM**

Roll call showed those present were Alderman Nolte, Aldermen Dodge, Alderman Ottenad, Alderman Huether, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

**PUBLIC HEARING**

The following notice of the public hearing was then read together:

“**CASE #21-SUP-006** – Timothy Johnson, on behalf of Elmer Kowal, owner, is seeking approval of a Special Use Permit to occupy the existing 1,200 square foot building located at 14394 Manchester Road and zoned “PBD” Planned Business District. The proposed use is office relating to cremation services, no additional cremation services or operations are proposed.”

Director of Planning, Zoning and Economic Development Streiler reported that he had looked further into the proposed use and the concerns presented at the Planning & Zoning Commission meeting and the previous public hearing regarding the proposed use. Director Streiler began by analyzing finding #2 of the standards required for a special use permit concerning how uses may affect the neighborhood. Director Streiler also reported on his analysis of finding #6 and #9 regarding adequate parking, congestion, and means of ingress or egress. He explained that the parking necessary for the use would not be enough with the currently operating tenant on the second floor or with the proposed business’ potential employees. He stated that Code Enforcement received complaints from surrounding properties about other businesses overflow parking being an issue. Director Streiler commented that the use does not necessarily follow the intention of the comprehensive plan, which shows a mixed use for the Planned Business District.

Mayor Clement stated that Mr. Johnson, the applicant, had not had a chance to review Director Streiler’s report and at his request the public hearing could be left open until the next Board of Aldermen meeting if he would like time to review it and respond.

Mr. Timothy Johnson, applicant, responded that he would like to continue with the review

process by the Board of Aldermen and not leave the public hearing open.

There were no questions or comments from the Board.

**ADJOURNMENT**

Mayor Clement closed the public hearing at 7:14 p.m.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING  
OF TUESDAY, FEBRUARY 22, 2022  
BY VIDEO CONFERENCING ON ZOOM  
AT 200 HIGHLANDS BOULEVARD DRIVE**

**CALL TO ORDER**

Mayor Mike Clement called the Regular Board of Aldermen Meeting to order at 7:04 p.m.

**ROLL CALL AND STATEMENT OF QUORUM**

Roll call showed those present were Alderman Nolte, Alderman Dodge, Alderman Ottenad, Alderman Huether, Alderman Baumann, Alderman Toben, and Mayor Clement. A quorum was present.

**APPROVAL OF THE MINUTES**

*February 7, 2022 Board of Aldermen Public Hearing*

Alderman Dodge made the motion to approve the minutes of the Monday, February 7, 2022 Public Hearing. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

*February 7, 2022 Regular Board of Aldermen Meeting*

Alderman Ottenad made the motion to approve the minutes of the Monday, February 7, 2022 Regular Board of Aldermen Meeting. The motion was seconded by Alderman Dodge and carried unanimously, with no objections from any members of the Board of Aldermen.

**ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA**

Alderman Dodge made the motion to approve the Order of Items on the Agenda, as presented. The motion was seconded by Alderman Ottenad and carried unanimously, with no objections from any members of the Board of Aldermen.

**CONSIDERATION OF PETITIONS**

*Comments from the Public*

There were none.

**REPORTS FROM THE MAYOR**

*Pace Properties Discussion*

Mayor Clement introduced Ryan Geringer of Pace Properties to explain the potential next steps of the possible redevelopment in the Planned Business District. Mr. Geringer gave

options that Pace could assist the City with regarding reaching out to local businesses. Discussion amongst the Aldermen followed regarding the best options for the City and residents moving forward.

#### Conversation about Proposition U (Use Tax)

Mayor Clement opened discussion regarding the elimination of current trash charges for residents with the revenue that would be collected if Proposition U was passed. The Aldermen discussed language that would be appropriate in explaining this to residents and if reducing the trash prices is the proper use of the funds.

Alderman Ottenad made the motion to approve the use of Proposition U funds to eliminate current trash fees paid by residents. The motion was seconded by Alderman Nolte. The motion was approved with a voice vote of 5-1 with Alderman Dodge as the dissenting vote.

#### Mayoral Reports

Mayor Clement reported that there was a small business luncheon on Friday, February 18<sup>th</sup>. He thanked the elective officials and City Staff who were in attendance.

Mayor Clement notified the Board of Aldermen that there was a scheduled blood drive on February 23<sup>rd</sup> where all time slots had already been booked.

Mayor Clement reported that there were two Eagle Scouts that would be presented with Proclamations on Sunday, February 27<sup>th</sup>.

Mayor Clement informed the Board of upcoming City events including the Missouri Municipal League dinner which would be hosted at the Manchester Parks Facility on March 24<sup>th</sup> and Arbor Day Events on April 23<sup>rd</sup>.

Mayor Clement notified the Commission that Carl Hudon's family would be present for the planting of a tree and donation of a bench in Carl's name on April 30<sup>th</sup> at 10am.

#### Reports from the City Administrator

City Administrator Klocke announced that a snow watch went out to residents for the upcoming snow event. He also notified the Board that in March, in person meetings will be resumed with optional hybrid format.

#### Introduction of Code Enforcement Officer - Carrie Alexander

Code Enforcement Officer John Plowman introduced Carrie Alexander as the City's new Code Enforcement Officer. Carrie will be joining Manchester from Hazelwood where she worked as a Code Enforcement Officer and Inspector.

#### Introduction of Administrative Assistant to Planning & Zoning - Spencer Haeggberg

Director of Planning, Zoning, and Economic Development Todd Streiler introduced Spencer Haeggberg as the City's new Planning & Zoning Assistant. Spencer is currently enrolled in his last semester before earning his MPPA from UMSL.

#### Solicitation Update

City Administrator Klocke gave a presentation for proposed changes to the City of

Manchester's code regarding solicitation. The Board of Aldermen discussed the requirements and concerns about the expansion of commercial solicitation. City Administrator Klocke and City Attorney Seele answered the questions presented by the Aldermen and gave them information regarding precedents set by court decisions and ways to tailor the regulations to the City's needs.

#### New City Hall Report

City Administrator Klocke reported that the new city hall project was moving forward and when new information comes in the Board would be briefed.

#### Annexation Update

City Administrator Klocke reported that annexation efforts are currently focused on businesses and continuing to do public outreach.

#### List of Paid Bills (Warrant dates of 02-07-2022 to 02-20-2022)

There were no questions.

### **Reports from the Committees**

#### Planning and Zoning Commission

Alderman Nolte stated he was absent from the last Commission meeting. Mayor Clement and Director Streiler reported that the Commission reviewed two site plans for single family home and a record plat. They continued that one of the site plans was tabled, awaiting review by the City Engineer for potential water issues. The other two cases were approved.

#### Veterans Commission

Alderman Huether and Mayor Clement stated that the Veterans Commission would meet February 23, 2022.

#### Homecoming Committee

Alderman Ottenad stated they did not meet. The next meeting is scheduled for April 19, 2022.

#### Audit and Finance Committee

Alderman Toben stated they have not met.

#### Tree Advisory Board

Mayor Clement stated they have not met.

### **ACTION ON OLD BILLS**

#### BILL NO. 22-2459

#### Amending Fiscal Year 2021 Budget

Alderman Ottenad read for the second time Bill No. 22-2459, entitled: "AN ORDINANCE AMENDING ORDINANCE NO. 20-2306 THAT ADOPTED AND APPROVED THE 2021 BUDGET AND ORDINANCE 21-2314 THAT AMENDED THE 2021 BUDGET FOR THE CITY OF MANCHESTER FOR THE YEAR JANUARY 1, 2021 THROUGH DECEMBER 31, 2021", by title only.

Alderman Ottenad made the motion that Bill No. 22-2459, become Ordinance No. 22-2344.

The motion was seconded by Alderman Huether.

A poll of the Board showed:

Alderman Nolte – aye  
Alderman Dodge – aye  
Alderman Ottenad – aye  
Alderman Huether – aye  
Alderman Baumann – aye  
Alderman Toben - aye

Mayor Clement announced that the motion passed 6 to 0, with no objections from any members of the Board of Aldermen.

*BILL NO. 22-2460*  
*Amending Celtic Meadows Site Plan*

Alderman Toben read for the second time Bill No. 22-2460, entitled: “AN ORDINANCE AMENDING ORDINANCE 21-2326 APPROVING A FINAL SITE DEVELOPMENT PLAN FOR THE ARBORS AT CELTIC MEADOWS SUBDIVISION BY SUBSTITUTING EXHIBIT B TO INCLUDE ARCHITECTURAL ELEVATIONS”, by title only.

Alderman Toben made the motion that Bill No. 22-2460, become Ordinance No. 22-2345. The motion was seconded by Alderman Ottenad.

A poll of the Board showed:

Alderman Toben – aye  
Alderman Nolte – aye  
Alderman Ottenad – aye  
Alderman Dodge – aye  
Alderman Baumann – aye  
Alderman Huether - aye

Mayor Clement announced that the motion passed 6 to 0, with no objections from any members of the Board of Aldermen.

**INTRODUCTION OF NEW LEGISLATION**

*BILL NO. 22-2461*  
*Special Use Permit for 14394 Manchester Rd*

Alderman Huether read Proposed Bill NO. 22-2461, entitled: “AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO FOUNDATION CREMATION SERVICE TO OPERATE A MORTUARY, WITHOUT A CREMATORIUM, AT 14394 MANCHESTER ROAD, AS PROVIDED FOR IN SECTION 405.285(C)(19) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER”, by title only.

No further action at this time.

*BILL NO. 22-2462*

*Amendment to Chapter 610 – Solicitation*

Alderman Ottenad read Proposed Bill No. 22-2462, entitled: “AN ORDINANCE AMENDING CHAPTER 610 OF THE MUNICIPAL CODE OF THE CITY OF MANCHESTER, MISSOURI PERTAINING TO SOLICITORS AND CANVASSERS”, by title only.

No further action at this time.

*BILL NO. 22-2463*

*Record Plat for Celtic Meadows*

Alderman Baumann read Proposed Bill No. 22-2463, entitled: “AN ORDINANCE APPROVING A FINAL SUBDIVISION PLAT, “ARBORS AT CELTIC MEADOWS PLAT ONE” IN THE CITY OF MANCHESTER, APPROVING SUBDIVISION IMPROVEMENT GUARANTEE AGREEMENTS, AND AUTHORIZING THE FINAL PLAT TO BE RECORDED IN THE OFFICE OF THE RECORDER OF DEEDS OF ST. LOUIS COUNTY, MISSOURI”, by title only.

No further action at this time.

**MISCELLANEOUS**

*Comments from the Public*

There were none.

**ADJOURNMENT**

There being no further business, Alderman Baumann made the motion to adjourn. The motion was seconded by Alderman Nolte and carried unanimously. The meeting adjourned at 8:41 p.m.