



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
March 22, 2021

COMMISSIONERS

Jason Truesdell, Chairman (2022)
Jerry Meyer (2025)
Joni Korte (2022)
Mark Smith (2022)
Paula Glaser (2024)
John Dodge (2022)

CITY OFFICIALS AND STAFF

Mike Clement, Mayor
Paul Hamill, Alderman, Ex-Officio member
Melanie Rippetoe, Director of Planning & Zoning
Larry Perney, City Administrator
Todd Streiler, Planning Consultant
Cinnamon Mullins, Recording Secretary

CASES

REPRESENTATIVES OF CASES

- A. **21-SP-005** Sean Flower, applicant and owner of Flower & Fender, Inc, is seeking approval of a Site Plan to construct a new single-family home to be located at 744 Alexander Mark Way, zoned R-4 Residential.
- B. **21-SUP-001** Ray Overmann, a prospective buyer is requesting, on behalf of the owner, a Special Use Permit (SUP) to allow “sports teams and clubs, including karate and martial arts” at 79 Nationalway Shopping Center which was previously Office Depot in the “PBD” Planned Business Development Zoning District.
- C. **21-SP-006** Susan Albrecht, owner/applicant, is seeking approval of a Site Plan to construct a second level to her existing single-family ranch style home located at 834 Mayfair Park Court, zoned “R-2A” Single Family Residential.

- **Sean Flower**
Flower and Fendler
PO Box 270255
St. Louis, MO 63127
- **Ray Overmann**
Olympia Gymnastics
1580 Rishon Hill Dr
St. Louis, MO 63146
- **Susan Albrecht & Katie Davis**
834 Mayfair Park Ct
Manchester, MO 63021
- **Will Wright**
Will Wright Architect
6752 Walsh St
St. Louis, MO 63109

1. **CALL TO ORDER**

Chairman Truesdell called the Planning and Zoning meeting of March 22, 2021 to order at 7:00 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	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	Excused
Mayor Mike Clement	Present	Cinnamon Mullins, Recording Secy	Present
Larry Perney, City Administrator	Present	Todd Streiler, Planning Consultant	Present

3. APPROVAL OF MINUTES

Mayor Clement made the motion to approve the minutes March 8, 2021. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

4. APPROVAL OF AGENDA

Chairman Truesdell made the motion to move Case #21-SUP-001 to the first item of new business on the agenda. Alderman Hamill seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

5. OLD BUSINESS

6. NEW BUSINESS

- B. 21-SUP-001** Ray Overmann, a prospective buyer is requesting, on behalf of the owner, a Special Use Permit (SUP) to allow “sports teams and clubs, including karate and martial arts” at 79 Nationalway Shopping Center which was previously Office Depot in the “PBD” Planned Business Development Zoning District.

Chairman Truesdell recommended tabling the Special Use Permit for 79 Nationalway Shopping Center based on a letter received from the City Administrator stating that with the Director of Planning & Zoning out on leave the City needed more time to review the project. Ray Overman, applicant, stated he was aware of this and would present at a future meeting.

Chairman Truesdell made the motion to table the Special Use Permit of CASE #21-SUP-001. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

- A. **21-SP-005** Sean Flower, applicant and owner of Flower & Fender, Inc, is seeking approval of a Site Plan to construct a new single-family home to be located at 744 Alexander Mark Way, zoned R-4 Residential.

Sean Flower presented this case. He explained the new single family home and answered the Commissioner’s questions regarding the timeline of the project. Planning Consultant Streiler reported that the project is currently an undeveloped site and the proposed single family home is compliant with the R-4 Zoning District regulations. He answered the Commission’s questions stating that there were no issues with the amount of impervious surfaces on the lot and recommended approval of the site plan as presented.

Mayor Clement made the motion to approve the Site Plan of CASE #21-SP-005. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

- C. **21-SP-006** Susan Albrecht, owner/applicant, is seeking approval of a Site Plan to construct a second level to her existing single-family ranch style home located at 834 Mayfair Park Court, zoned “R-2A” Single Family Residential.

Sue Albrecht and Katie Davis presented this case. Ms. Albrecht explained that she has lived at the residence for 29 years and after consideration wants to add a second story to the existing footprint to allow for her daughter’s family to move in. Will Wright, the architect on the project, explained the project would remodel the first floor and add a second floor with additional rooms. He explained that the second story would consist of three bedrooms and a guest bedroom, there would be no kitchen on the second floor.

Planning Consultant Streiler reported that the property is in the R-2A Zoning District and is a legal non-conforming site where the house encroaches in the front and both side yard setbacks. He explained that the proposed addition is not expanding on the nonconforming conditions but would need to go before the Board of Adjustment for three variances for the addition. He continued that the project was brought to the Commission because the front elevation is affected, and the addition increases the floor area by over 50%. Planning Consultant Streiler reported that the applicant submitted all required documents, and besides the needed variances, the addition meets all of the City’s regulations and can be approved conditional upon variances being granted by the Board of Adjustment.

Chairman Truesdell made the motion to approve the Site Plan of CASE #21-SP-006 contingent upon the three variances approval by the Board of Adjustment. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

7. PLANNING AND ZONING DIRECTOR’S REPORT

City Administrator Perney and Planning Consultant Streiler notified the Commission that there were a handful of projects that would come before the Commission in the future.

8. EX-OFFICIO'S REPORT

9. MAYORAL REPORT

Mayor Clement reported that at the last Board of Aldermen meeting the Board had the first reading for the purchasing of the Commerce building. They also passed a resolution for Proposition S work to be done by M&H Concrete Contractors Inc and applied for a grant for improvements on Dougherty Ferry. He also answered the Commission's questions about CARES funding received by the City and notified the Commission that the aquatic center would be open for the 2021 season for normal programming.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

11. ADJOURNMENT

Mayor Clement made the motion to adjourn the Planning and Zoning Commission meeting of March 22, 2021 at 7:29 p.m. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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