



THE CITY OF
MANCHESTER
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CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION MEETING MINUTES April 12, 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-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.
- **Ray Overmann**
Olympia Gymnastics
1580 Rishon Hill Dr
St. Louis, MO 63146
 - **Noel Fehr**
NAI DESCO
8112 Maryland Ave
Suite 300
St. Louis, MO 63105
 - **Rick Spector**
L3 Corporation
211 N Lindbergh Blvd
Suite 150
St. Louis, MO 63141
- B. 21-SP-007 606 Joyce Ann Dr.** - Jim Rolwes, applicant and owner of Rolwes Construction, Inc, is seeking approval of a Site Plan to construct a new single-family home to be located at 606 Joyce Ann Drive, zoned R-1 Residential.
- **Jim Rolwes**
Rolwes Construction Inc.
P.O. Box 454
Ballwin, MO 63022
- C. 21-SP-008 801 Hanna Rd.** - Michael Sestak, applicant, and Project Manager at Woods Environmental & Infrastructure Solutions, is seeking approval of a Site Plan to construct a new safety vestibule at the entryway to Parkway South High School and replace the drive aisle and parking pad between the school and the football fields.
- **Michael Sestak**
Wood Environment & Infrastructure Solutions
15933 Clayton Rd
Ballwin, MO 63011

Parkway South High School is located in the City's "R-3" District.

- D. **21-SP-009 630 Woods Mill Rd.** - Bozoian Group Architects, LLC, applicant, is seeking approval of a Site Plan to construct a garage addition to an existing single-family home located at 630 Woods Mill Road, zoned R-1 Residential. The site fronts Woods Mill. The property to the north is outside the City limits, all other adjoining properties are zoned R-1.
 - **Katherine Bozoian**
Bozoian Group Architects, LLC
994 Glenbrook Ave
St. Louis, MO 63122

- E. **21-SIGN-002 The Arbors at Hanna** - John H. Dodge, HOA President & applicant, is seeking approval of a Site Plan to replace the signage on an existing monument sign for The Arbors at Hanna subdivision located at the corner of Hanna Road and Arbor Run Court. The sign is located in the City's "R-4" Single-Family Residential Zoning District.
 - **John Dodge**
977 Arbor Run Ct
Manchester, MO 63021

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of April 12, 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

Commissioner Meyer made the motion to approve the minutes March 22, 2021. Motion seconded by Mayor Clement; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

4. APPROVAL OF AGENDA

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

Ayes	Nays	Abstentions	Excused
8	0	0	0

5. OLD BUSINESS

- A. 21-SUP-001 79 Nationalway Shopping Center** - 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.

Ray Overmann and Noel Fehr presented this case. Mr. Overmann explained that they are wanting to put in a gymnastics center at 79 Nationalway Shopping Center. He continued that their business provides gymnastics, cheerleading, tumbling and ninja classes to children and teenagers. The facility would also host special activities and events related to gymnastics and house a competitive program. Mr. Fehr explained that there would be no modifications to the exterior of the property other than bringing it up to code. Mr. Fehr answered the Commissioner’s questions regarding the maintenance of the property and other tenants in the strip mall. Rick Spector, the seller’s agent, confirmed that the property had been vacant for two years. Mr. Overman answered the Commission’s questions regarding the history of the business, open hours and events that would be held at the facility.

Planning Consultant Streiler explained that the proposed use was not explicitly listed in the uses allowed in the PBD, but that staff found the proposed use fit within the “sports teams and clubs, including karate and martial arts” special use. He explained that the Special Use Permit should only be approved if the Commission deems the location and use consistent with the City’s Master Plan and that they meet the conditions of the Special Use Permit. Planning Consultant Streiler answered the Commission’s questions regarding signage.

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen regarding the Special Use Permit of CASE #21-SUP-001. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

6. NEW BUSINESS

- A. 21-SP-007 606 Joyce Ann Dr.** - Jim Rolwes, applicant and owner of Rolwes Construction, Inc, is seeking approval of a Site Plan to construct a new single-family home to be located at 606 Joyce Ann Drive, zoned R-1 Residential.

No one was in attendance to present the case.

Chairman Truesdell made the motion to table the Site Plan of CASE #21-SP-007. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
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- B. 21-SP-008 801 Hanna Rd.** - Michael Sestak, applicant, and Project Manager at Wood Environmental & Infrastructure Solutions, is seeking approval of a Site Plan to construct a new safety vestibule at the entryway to Parkway South High School and replace the drive aisle and parking pad between the school and the football fields. Parkway South High School is located in the City's "R-3" District.

Michael Sestak presented this case. He explained that Wood Environmental & Infrastructure Solutions is the engineer for the Parkway School District. He explained that the project consisted of replacing the existing drive and upgrading the ADA ramps and front security vestibule for the school. He clarified that this would add an additional set of doors to comply with the school district's new safety standards. Planning Consultant Streiler reported that the project is coming before the Commission because it affects the front elevation of the school and that the applicant had submitted all required documentation.

Mayor Clement made the motion to approve the Site Plan of CASE #21-SP-008. 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

The applicant for Case #21-SP-007 joined the meeting. By consensus, the Commission moved this case to be reviewed next.

- A. 21-SP-007 606 Joyce Ann Dr.** - Jim Rolwes, applicant and owner of Rolwes Construction, Inc, is seeking approval of a Site Plan to construct a new single-family home to be located at 606 Joyce Ann Drive, zoned R-1 Residential.

Jim Rolwes presented this case. He explained that the proposed single family home is consistent with other properties on the street and that no trees will need to be taken down for the construction of the home. Mr. Rolwes answered the Commissioner's questions explaining that the demolition of the previous structure had already taken place. Planning Consultant Streiler reported that the site is already clear, the applicant submitted all required documentation and the proposed single family home meets all the R-1 zoning regulations. Planning Consultant Streiler and Mr. Rolwes confirmed for the Commission that there were no issues with permeable surfaces and drainage for this project.

Mayor Clement made the motion to approve the Site Plan of CASE #21-SP-007. Alderman Hamill 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-009 630 Woods Mill Rd.** - Bozoian Group Architects, LLC, applicant, is seeking approval of a Site Plan to construct a garage addition to an existing single-family home located at 630 Woods Mill Road, zoned R-1 Residential. The site fronts Woods Mill. The property to the north is outside the City limits, all other adjoining properties are zoned R-1.

Katherine Bozoian presented this case. She explained that the project was extending the existing single car garage into a two-car garage. She furthered that the new siding would match the

existing home and that the roof would be replaced so it was consistent for this addition. The addition would be 7ft. 4in. off the set back line. Planning Consultant Streiler reported that the applicant submitted all required documents, and the project meets the R-1 Zoning regulations and that the project was coming before the Commission because it effects the front elevation of the home. Ms. Bozoian answered the Commissioner’s questions about changes in the driveway.

Commissioner Meyer made the motion to approve the Site Plan of CASE #21-SP-009. Alderman Hamill seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
8	0	0	0

- D. 21-SIGN-002 The Arbors at Hanna** - John H. Dodge, HOA President & applicant, is seeking approval of a Site Plan to replace the signage on an existing monument sign for The Arbors at Hanna subdivision located at the corner of Hanna Road and Arbor Run Court. The sign is located in the City’s “R-4” Single-Family Residential Zoning District.

Commissioner Dodge abstained from the vote on the project.

John Dodge presented this case. He explained that the original sign is out of date and the subdivision is wanting to replace it with the proposed sign. Planning Consultant Streiler reported that the applicant had submitted all required documentation and the proposed sign meets all the applicable codes. He furthered that the signs will be using the existing masonry and there is no net increase or decrease in the size.

Chairman Truesdell made the motion to approve the Sign of CASE #21-SIGN-002. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	1	0

6. PLANNING AND ZONING DIRECTOR’S REPORT

City Administrator Perney announced that Director Rippetoe returned to the office Monday, April 12th part-time and would be returning for future meetings.

7. EX-OFFICIO’S REPORT

Alderman Hamill reported that Sergeant Ed Skaggs was promoted to Lieutenant. He also reported that the Board of Aldermen would begin meeting in person again. They plan to host one meeting a month physically and one meeting virtually.

8. MAYORAL REPORT

Mayor Clement reported that closing on the Commerce building would happen at the end of April and that the architectural firm would begin developing final plans for the property after closing. The building will be available for City Staff, board members and commissioners to view after closing and the City hopes to move in 1st quarter 2022. He also notified the Commission that one of the City’s large stormwater projects is winding down. In the City’s effort to be transparent and open the police department has begun a soft roll out of body cameras worn by officers. Mayor Clement updated the Commission on Prop S work to begin in June.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

The Commissioner's discussed the possibility of continuing to meet virtually or with a hybrid format for those who wish to meet in person.

11. ADJOURNMENT

Mayor Clement made the motion to adjourn the Planning and Zoning Commission meeting of April 12, 2021 at 7:58 p.m. 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

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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