



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
April 25, 2022

<u>COMMISSIONERS</u>	<u>CITY OFFICIALS AND STAFF</u>
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Jason Truesdell, Chairman (2022)
 Jerry Meyer (2025)
 Joni Korte (2022)
 Mark Smith (2022)
 Paula Glaser (2024)

Mike Clement, Mayor
 Nelson Nolte, Alderman, Ex-Officio member
 Todd Streiler, Director of Planning & Zoning
 Amy Starck, Planner
 Spencer Haeggberg, Recording Secretary

<u>CASES</u>	<u>REPRESENTATIVES OF CASES</u>
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- A. **22-SP-004:** Rolwes Construction, Inc., owner, is seeking approval of a Site Plan to construct a new single-family home to be located at 517 Joyce Ann Drive and zoned "R-1" Single-Family Residential District.

- B. **22-SP-005:** Keith Johnson, owner/applicant, is seeking approval of a Site Plan to construct a covered porch addition to an existing single-family residence at 905 Woodside Village Lane. The property is zoned "PRD" Planned Residential District.

- **Jim Rolwes**
PO Box 54, Ballwin, MO 63022

- **Keith Johnson**
905 Woodside Village Ln,
Manchester, MO 63021

1. CALL TO ORDER

Mayor Clement called the Planning and Zoning meeting of April 25, 2022 to order at 7:01 p.m.

2. ROLL CALL

Mayor Clement asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Excused
Commissioner Paula Glaser	Excused	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Nelson Nolte	Present
		Todd Streiler, Director of	Present
Mayor Mike Clement	Present	Amy Starck, Planner	Present
		Spencer Haeggberg,	Present
		Recording Secy	

3. APPROVAL OF MINUTES

Commissioner Meyer made the motion to approve the minutes of April 11, 2022 with the vote on CASE #22-SP-003 amended to reflect Commissioner Meyer seconding the motion. Motion

seconded by Commissioner Smith; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	2

4. APPROVAL OF AGENDA

Commissioner Meyer made the motion to approve the agenda as presented. Commissioner Korte seconded the motion; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	2

5. OLD BUSINESS

6. NEW BUSINESS

- A. 22-SP-004:** Rolwes Construction, Inc., owner, is seeking approval of a Site Plan to construct a new single-family home to be located at 517 Joyce Ann Drive and zoned “R-1” Single-Family Residential District.

Jim Rolwes provided context for the request. The home will be a little over 2,500 square feet. Vance Engineering determined that water runoff would increase, so they plan on building a dry well on the property. The lot is a little over a quarter of an acre.

Planner Starck noted that the site plan included with the application meets all setback requirements and zoning regulations.

Commissioner Korte made the motion to approve the Site Plan of CASE #22-SP-004. 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	2

- B. 22-SP-005:** Keith Johnson, owner/applicant, is seeking approval of a Site Plan to construct a covered porch addition to an existing single-family residence at 905 Woodside Village Lane. The property is zoned “PRD” Planned Residential District.

Keith Johnson provided context for the request. Mr. Johnson noticed there are very few overhangs in the neighborhood which can allow for water damage. He noticed two houses in the neighborhood with “L” shaped porches which provides a covered route to the garage and prevents water from running down the front of the house. He also believes it will look nicer.

Planner Starck noted that Planning and Zoning Commission review is required due to the porch affecting the front elevation. The plans show that the roof and gutters will match the existing structure. Staff found no concerns during review and the plan meets all setback requirements.

Mayor Clement asked Mr. Johnson if he had discussed the plans with the neighborhood’s Architectural Review Board. Mr. Johnson responded that City staff has the letter of approval from the board.

Commissioner Meyer made the motion to approve the Site Plan of CASE #22-SP-005. 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	2

7. PLANNING AND ZONING DIRECTOR'S REPORT

Director Streiler noted that there is a case involving a monument sign for the Arbors at Celtic Meadows that is pending. This will likely be on the next meeting's agenda along with their final plat.

8. MAYORAL REPORT

Mayor Clement noted that there will be a new Planning and Zoning Commission appointee, Adam Streeter, to the vacant Ward One position. He is a second-generation Manchester resident. He has been very active in supporting local food drives.

Three current Commissioners are up for reappointment, and Mayor Clement will be asking all of them to accept the renomination.

An appreciation banquet for the Commission is being planned.

The City is looking at initiating a LAGERS retirement program. The Mayor is meeting with Aldermen to determine how to move forward. Applicants often look for this plan as it is very common in the public sector.

9. EX-OFFICIO'S REPORT

Alderman Nolte noted that Special Use Permit for Movement 4 Life had a public hearing and first reading at the last Board of Aldermen meeting.

The boundary adjustment for the Fruit Stand was approved under emergency legislation.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

11. ADJOURNMENT

Commissioner Meyer made the motion to adjourn the Planning and Zoning Commission meeting of April 25, 2022, at 7:19 p.m. Motion seconded by Alderman Nolte. Motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	2

Respectfully submitted by:
Spencer Haeggberg, Recording Secretary
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