



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
July 11, 2022

COMMISSIONERS

Jason Truesdell, Chairman (2026)
Jerry Meyer (2025)
Joni Korte (2026)
Mark Smith (2026)
Paula Glaser (2024)
Adam Streeter (2026)

CITY OFFICIALS AND STAFF

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

CASES

REPRESENTATIVES OF CASES

Old Business:

- A. **22-TXT-002:** City Staff proposes Zoning Text Amendments to Section 405.060 to amend the definition of Mobile Business and to create Article XX Supplementary Regulations under Chapter 405 of the Zoning Code establishing regulations for Special Events.

- **City Staff**
14318 Manchester Rd.
Manchester, MO 63011

New Business:

- B. **22-SIGN-001:** Landmark Sign Company, applicant, on behalf of Elena Smilkova, owner of European Beauty House, is seeking approval of a Sign Permit for a ground sign located at 14388 Manchester Road, in the PBD Zoning District.

- Paige Skinner
175 Chesterfield Industrial Blvd.
Chesterfield, MO 63005

1. CALL TO ORDER

Acting Chairman Smith called the Planning and Zoning meeting of July 11, 2022 to order at 6:37 p.m.

2. ROLL CALL

Acting Chairman Smith asked the Recording Secretary to take roll.

Commissioner Jerry Meyer Excused Chairman Jason Truesdell Excused

Commissioner Paula Glaser	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Nelson Nolte	Excused
Commissioner Adam Streeter	Present	Todd Streiler, Director	Present
Mayor Mike Clement	Present	Spencer Haeggberg, Recording Secy	Present

3. APPROVAL OF MINUTES

Mayor Clement made the motion to approve the minutes of June 27, 2022. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

4. APPROVAL OF AGENDA

Commissioner Korte made the motion to approve an amended agenda with New Business to be heard first. Mayor Clement seconded the motion; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

5. NEW BUSINESS

B. 22-SIGN-001: Landmark Sign Company, applicant, on behalf of Elena Smilkova, owner of European Beauty House, is seeking approval of a Sign Permit for a ground sign located at 14388 Manchester Road, in the PBD Zoning District.

Director Streiler presented the staff report. The property is in the PBD Zoning District, which has its own sign regulations. The sign meets all regulations and the proper application and fees have been submitted.

Paige Skinner noted that the existing sign may create issues, and the owner is willing to remove it if necessary. The owner believes that the existing sign is too small and does not attract in enough attention.

Mayor Clement noted that the business owner has worked very hard on their business and he wants it to succeed. He believes the existing sign should be removed upon completion of the new sign.

Director Streiler and Acting Chairman Smith agrees that the existing sign should be removed upon completion of the new sign.

Acting Chairman Smith made the motion to approve CASE 22-SIGN-001 with the condition that the existing sign be removed upon completion of the new sign. Mayor Clement seconded the motion; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

6. Old Business

- A. 22-TXT-002:** City Staff proposes Zoning Text Amendments to Section 405.060 to amend the definition of Mobile Business and to create Article XX Supplementary Regulations under Chapter 405 of the Zoning Code establishing regulations for Special Events.

Director Streiler noted that last meeting's discussion was very productive. The restriction on inflatables has been struck from the proposed Text Amendment. Non-commercial events held at a neighborhood-owned clubhouse. A definition has for clubhouse has been added.

Mayor Clement asked about events held in the parking lot of a clubhouse.

Director Streiler responded that these events would not be subject to a Special Event Permit.

Mayor Clement asked why food trucks are not permitted to which Director Streiler responded that they will be allowed if properly licensed and an application has been submitted. Food truck regulations will be in Chapter 600 of the Code, which this Commission does not handle.

Director Streiler also mentioned that vehicles parked for less than 30 minutes are not considered food trucks thus allowing ice cream trucks to operate without needing a Special Event Permit.

Commissioner Streeter stated that the language regarding public attractions and public attraction events should be consistent. Additionally, common ground does not appear to be listed as an exemption.

Director Streiler stated that section 405.880 A. covers this exemption. Common ground is not considered "unimproved."

Mayor Clement asked if there is an argument against adding common ground to the exemptions.

Acting Chairman Smith suggested that exemptions should explicitly state that the exemptions are for outdoor events thus including common ground.

Director Streiler will add an exemption for common ground.

Mayor Clement asked whether the proposed text amendment should be tabled again. Director Streiler stated he would rather not table it.

Mayor Clement asked if whether the Commission could give a favorable recommendation with the requirement that the Commission agree with the edits.

Commissioner Korte made note of a couple minor typos to be corrected.

Commissioner Streeter made note that two sections were both incorrectly referred to as 405.890.

Director Streiler mentioned that a hyperlink was added to the application form.

Acting Chairman Smith made the motion to give a favorable recommendation to the Board of Aldermen regarding CASE 22-TXT-002 with the condition that all edits discussed at this meeting be made to the final submission. The edits are to be distributed to the Planning and Zoning Commission. Mayor Clement seconded the motion; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

7. PLANNING AND ZONING DIRECTOR'S REPORT

The proposed care center at 4 Topwood had a public hearing at the last Board Meeting. The Board is taking more time to review the case and has asked for more information.

8. MAYORAL REPORT

The annexation public hearing was held a couple weeks ago. The crowd was bigger than anticipated. Public comments are being accepted until July 19. The City has already responded to two of the County's more egregious oversights. A more detailed response will be submitted at a later time.

A new Planner will be joining the staff soon.

The appreciation dinner will be rescheduled for late August or later.

9. EX-OFFICIO'S REPORT

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Mayor Clement noted that Director Streiler was exited about the conversation that was held during the last meeting regarding food truck regulations.

11. ADJOURNMENT

Acting Chairman Smith made the motion to adjourn the Planning and Zoning Commission meeting of June 27, 2022, at 7:27 p.m. Motion seconded by Commissioner Korte. Motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

Respectfully submitted by:
Spencer Haeggberg, Recording Secretary
#