



THE CITY OF
MANCHESTER
MISSOURI

CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
July 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
Nelson Nolte, Alderman, Ex-Officio member
Melanie Rippetoe, Director of Planning & Zoning
Cinnamon Mullins, Recording Secretary

CASES

A. 21-SP-014 Whalen Custom Homes, owner, is seeking approval of a Site Plan to construct a new single-family home to be located at 711 Connie Lane, zoned R-1 Single-Family Residential.

REPRESENTATIVES OF CASES

- Michael Whalen
Whalen Custom Homes, Inc.
338 S Kirkwood Rd Suite 103
Kirkwood, MO 63122

1. CALL TO ORDER

Acting Chairman Smith called the Planning and Zoning meeting of July 12, 2021, to order at 7:01 p.m.

2. ROLL CALL

Acting Chairman Smith asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Excused
Commissioner Paula Glaser	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Nelson Nolte	Excused
Commissioner John Dodge	Present	Melanie Rippetoe, Director	Present
Mayor Mike Clement	Present	Cinnamon Mullins, Recording Secy	Present

3. APPROVAL OF MINUTES

Mayor Clement made the motion to approve the minutes June 14, 2021. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	2

4. APPROVAL OF AGENDA

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

Ayes	Nays	Abstentions	Excused
6	0	0	2

5. **OLD BUSINESS**

6. **NEW BUSINESS**

A. 21-SP-014 711 Connie Lane Whalen Custom Homes, owner, is seeking approval of a Site Plan to construct a new single-family home to be located at 711 Connie Lane, zoned R-1 Single-Family Residential.

Michael Whalen presented this case. He explained that the project was originally presented and approved by the Commission in February 2021 as a stock home. The property has since been purchased and he explained that the updated footprint of the home is smaller than the prior proposal and there is more greenspace. Director Rippetoe reported that the applicant had submitted all required documents and the project meets the City’s regulations. Staff had no objections.

Mayor Clement made the motion to approve the Site Plan of CASE #21-SP-014. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	2

7. **PLANNING AND ZONING DIRECTOR’S REPORT**

Director Rippetoe notified the Commission that letters regarding arbor ash trees had been sent out to some residents whose property’s had arbor ash trees in poor or critical condition according to the survey completed in 2016. These letters gave a deadline of September 1st to remove any trees that are dead or dying. Any dead or dying trees remaining after September 1st will receive Notices of Violation from Code Enforcement. Director Rippetoe also updated the Commission on previously presented cases and on Code Enforcement issues in the community.

8. **EX-OFFICIO’S REPORT**

9. **MAYORAL REPORT**

Mayor Clement notified the Commission that the City Administrator, Larry Perney, had accepted a position with St. Charles and would be leaving the City. He furthered that City Clerk, Justin Klocke, would be working as the interim City Administrator and that interviews for the positions were underway. He also updated the Commission on the progress of the new City Hall and annexation meetings. He continued that the City had hired someone for an RFP for the redevelopment of the PBD and that Tyler Jaycox had transitioned from the Assistant Director of Public Works into the Director’s position.

10. **COMMENTS FROM THE PLANNING AND ZONING COMMISSION**

11. ADJOURNMENT

Commissioner Meyer made the motion to adjourn the Planning and Zoning Commission meeting of July 12, 2021, at 7:16 p.m. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	2

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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