



THE CITY OF  
**MANCHESTER**  
MISSOURI

## CITY OF MANCHESTER

### PLANNING AND ZONING COMMISSION MEETING MINUTES

Monday, July 24, 2023. 6:30 p.m.

#### COMMISSIONERS

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

#### CITY OFFICIALS AND STAFF

Mike Clement, Mayor  
Nelson Nolte, Alderman, Ex-Officio member  
Andrea Riganti, Director of Planning, Zoning and Economic Development  
Loriell Campbell, Planning Technician  
Paul Rost, City Attorney

#### CASES

#### REPRESENTATIVES OF CASES

**A. PC-23-VAR-02:** Richard Rognan, owner of 616 Applecross Court, is requesting a variance from Section 405.650(D) Greenspace Requirements of the Zoning Code, to reduce the amount of side yard greenspace below the 50% requirement for the property in the R-4 District for the construction of a driveway.  
LOC#24R340998

- **Richard Rognan**  
616 Applecross Court  
Manchester, MO 63021
- **Neil Bruntrager, Attorney**  
225 S Meramec Ave, Ste 1200  
Clayton, MO 63015

**B. PC-23-SP(AR)-004:** Bill Summers, WS Homes, LLC, representing 702 Joyce Ann Dr., requesting approval or conditional approval for a site plan application in accordance with Section 405.820 Architecture and Site Plan Review.  
LOC#23Q130018

- **Bill Summers**  
6360 Thunder Hill Rd  
Pacific, MO 63069
- **Sharron Kaston**  
702 Joyce Ann  
Manchester, MO 63021
- **Gary Dill**  
702 Joyce Ann  
Manchester, MO 63021

#### 1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning Commission meeting of July 24, 2023, to order at 6:31 p.m. The meeting was held in person at the Manchester Justice Center and virtually via Zoom.

#### 2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Present

Alderman Nolte  
Commissioner Meyer  
Mayor Clement  
Chairman Truesdell  
Commissioner Smith  
Commissioner Streeter

Excused Absence

Commissioner Korte

### 3. APPROVAL OF MINUTES

Chairman Truesdell motioned to approve the minutes of July 10, 2023, seconded by Commissioner Streeter. Motion approved unanimously by voice vote.

### 4. APPROVAL OF AGENDA

Commissioner Truesdell motioned to approve the agenda, seconded by Mayor Clement. Motion approved unanimously by voice vote.

### 5. OLD BUSINESS

#### A. PC-23-VAR-02

Chairman Truesdell introduced case number 23-VAR-02, stating the request is for the consideration of a variance from Section 405.650(D) Greenspace Requirements, to reduce the amount of side yard greenspace below the 50% requirement.

At 6:34 p.m. Commissioner Meyer recused himself from this case, stating that he is the adjacent neighbor to the property involved.

Chairman Truesdell officially opened the public hearing for this case and swore in Mr. Neil Bruntrager, attorney representing the petitioner, and Director Riganti.

Mr. Bruntrager expressed his concern about the absence of Commissioner Korte, who requested calculations on the flo-well system which is proposed to address differential stormwater runoff. Commissioner Korte's attendance is important in the evaluation of the system and variance discussion. Mr. Bruntrager asked for the case to be postponed until Commissioner Korte can attend.

Chairman Truesdell made a motion for the postponement of the case, tentatively for August 14, 2023, seconded by Mayor Clement. Motion carried unanimously by voice vote.

It was agreed that the Planning and Zoning Commission would meet in person at the Manchester Justice Center on August 14 to consider the variance.

### NEW BUSINESS

#### A. PC-23-SP(AR)-004

Chairman Truesdell introduced case number PC-23-SP(AR)-004, stating the request is for architectural review for the renovation and addition to the residence in the R-1 Residential District addressed as 702 Joyce Ann Drive. A vote of the commission is requested.

At 6:41pm Commissioner Meyer re-joined the Commission meeting.

Director Riganti provided background, indicating that the architectural review has been triggered for a proposed addition to the residence, which impacted the façade of the structure. Director Riganti indicated that the Planning and Zoning Commission shall review the request in accordance with Section 405.820 Architecture and Site Plan Review.

Mr. Gary Dill, property owner 702 Joyce Ann Drive, described the proposed addition and design details.

Director Riganti provided the staff report, stating that the proposed addition to the home is compatible with the architectural style of surrounding homes on Joyce Ann Drive. It is in keeping with guidelines of the Zoning Code.

Chairman Truesdell asked if the City's greenspace requirement would be met.

Director Riganti indicated that the greenspace requirements have been exceeded and that greenspace was not a concern post construction.

Chairman Truesdell motioned to approve the request; seconded by Mayor Clement. Motion carried unanimously by voice vote.

**6. PLANNING AND ZONING DIRECTOR'S REPORT**

Director Riganti informed the Commission that a meeting will be held in person on August 14, 2023 to consider the variance request as well as a text amendment.

**7. MAYORAL REPORT**

Mayor Clement reported on upcoming City events. He also mentioned the annexation open houses that took place with more to come, and the progress on new City Hall.

**8. EX-OFFICIO'S REPORT - none**

**9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION - none**

**10. ADJOURNMENT**

Commissioner Nolte made the motion to adjourn the Planning and Zoning Commission meeting of July 24, 2023, at 6:52 p.m. Motion seconded by Mayor Clement. Motion carried unanimously by voice vote.

Respectfully submitted by:  
Loriell Campbell, Planning Technician  
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