



CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES**

Monday, September 11, 2023. 6:30 p.m.

THE CITY OF
MANCHESTER
MISSOURI

COMMISSIONERS

**Adam Streeter (2026)
Joni Korte (2026)
Paula Glaser (2024)
Jerry Meyer (2025)**

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**

CASES

REPRESENTATIVES OF CASES

A. PC-23-SUP-03: Mike Kelly, Complete Contracting, representing The Diamond Family, requesting a Special Use Permit in accordance with Section 405.550 of the Zoning Code to allow a property located in the C-1 Commercial to construct an accessory structure (shed).
LOC#23R640822

- **Mike Kelly, Contractor**
PO Box 4273
Chesterfield, MO 63006
- **Michael Haddad, Business Owner**
14441 Manchester Rd
Manchester, MO 63011

B. PC-23-TXT-02: Text amendment to various sections of the zoning code relating to comprehensive marijuana.

- **City Staff**

1. CALL TO ORDER

Mayor Clement, serving as Chairman Pro-Tempore called the Planning and Zoning Commission meeting of September 11, 2023, to order at 6:32 p.m. The meeting was held virtually via Zoom.

2. ROLL CALL

Mayor Clement asked the Recording Secretary to take roll.

Present

Alderman Nolte
Mayor Clement
Commissioner Glaser
Commissioner Streeter
Commissioner Korte
Commissioner Meyer

Excused Absent

Chairman Truesdell
Commissioner Smith

3. APPROVAL OF MINUTES

Alderman Nolte motioned to approve the minutes of August 28, 2023, seconded by Commissioner Meyer. Motion approved unanimously by voice vote.

4. APPROVAL OF AGENDA

Alderman Nolte motioned to approve the agenda, seconded by Commissioner Meyer. Motion approved unanimously by voice vote.

5. NEW BUSINESS

A. PC-23-SUP-03

Mayor Clement introduced case number PC-23-SUP-03, stating the request is for the consideration of a Special Use Permit to allow an accessory structure (shed) to be constructed at 14441 Manchester Road.

Michael Haddad, property owner and Mike Kelly, project contractor indicated they were present to respond to questions about the request. Mr. Haddad indicated that due to the expansion of his business, The Diamond Family, additional staff will be hired. Interior office space is needed to accommodate this increase. Offices currently being used as storage will be turned into staff space, leaving a void in the storage area. An outdoor shed is being proposed. Mr. Haddad was also seeking to waive any fence requirement to screen the shed.

Mr. Kelly asked if the Commission was familiar with the location of the shed. Mayor Clement indicated that this information was provided in the staff report.

Director Riganti gave the staff report, stating that the request is to allow the accessory structure on a property located in the C-1 district. The C-1 zoning district requires a Special Use Permit for accessory structures. She indicated that a fence is not an ordinance requirement for the shed. Director Riganti stated that the proposed project meets all SUP criteria, having no negative impact on open space, lighting, buffering, off-street parking, paving, sewage, stormwater, ingress/egress, rubbish, or noise.

Commissioner Streeter asked if the proposed location was paved. Mr. Haddad stated that the location for the structure is on a patch of grass. Commissioner Streeter then asked if the structure would remove too much greenspace. Director Riganti indicated that the proposed structure is not anticipated to negatively affect greenspace.

Commissioner Meyer motioned to approve the request, seconded by Commissioner Streeter. Motion carried unanimously by voice vote.

B. PC-23-TXT-02

Mayor Clement introduced case number PC-23-TXT-02 relating to comprehensive marijuana, stating that the item has been discussed at prior Commission meetings and a vote is being requested this evening.

Director Riganti stated that there were a few changes to the draft that reflected Commissioner comments from the August 28th meeting. The "non-medical" marijuana references were replaced with "adult use recreational" marijuana in the "whereas" clauses of the ordinance. Parking requirements for marijuana uses were added, as prior drafts did not specifically address this matter. Director Riganti researched how adjacent communities regulated parking for comprehensive marijuana. A majority referred to the existing parking requirements for retail uses rather than identifying separate calculations for comprehensive marijuana uses. Therefore, following the same model, the City of Manchester will refer to Section 405.290 Off-Street Parking and Loading Requirements.

Mayor Clement asked Director Riganti if she and the City Attorney were satisfied with the zoning code's conformity with the Missouri State Regulation. Director Riganti responded affirmatively.

Commissioner Streeter motioned to approve the text amendment, seconded by Commissioner Meyer. Motion carried unanimously by voice vote.

6. PLANNING, ZONING AND ECONOMIC DEVELOPMENT DIRECTOR'S REPORT

Director Riganti stated that the Commission will meet on September 25. Thusfar, there are two items on the agenda including a text amendment and a street dedication plat.

7. MAYORAL REPORT

Mayor Clement provided feedback on the homecoming event that occurred September 9th , indicating it was a successful event. He updated the Commission on the City's annexation process and St. Louis County's two open houses on the subject.

8. EX-OFFICIO'S REPORT - none

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION - none

10. ADJOURNMENT

Alderman Nolte made the motion to adjourn the Planning and Zoning Commission meeting of September 11, 2023, at 6:47p.m. Motion seconded by Commissioner Korte. Motion carried unanimously by voice vote.

Respectfully submitted by:
 Loriell Campbell, Planning Technician
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