



**CITY OF MANCHESTER**

**PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
November 8, 2021**

THE CITY OF  
**MANCHESTER**  
MISSOURI

**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  
Cinnamon Mullins, Recording Secretary  
Justin Klocke, Interim City Administrator  
Todd Streiler, Planning Consultant

**CASES**

A. 21-SUB-003 McBride Homes, on behalf of Elite Development Services, LLC, owner, is seeking approval of a Record Plat for The Arbors at The Highlands located at 322 Highlands Blvd Dr.

**REPRESENTATIVES OF CASES**

• Taylor Stuart  
Elite Development Services  
5091 New Baumgartner Rd  
St. Louis, MO 63129

**1. CALL TO ORDER**

Mayor Clement called the Planning and Zoning meeting of November 8, 2021, to order at 7:00 p.m.

**2. ROLL CALL**

Mayor Clement asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Present
Commissioner Paula Glaser	Present	Commissioner Mark Smith	Excused
Commissioner Joni Korte	Present	Alderman Nelson Nolte	Present
Commissioner John Dodge	Present		
Mayor Mike Clement	Present	Cinnamon Mullins, Recording Secy	Present
Justin Klocke, Interim City Administrator	Present	Todd Streiler, Planning Consultant	Present

**3. APPROVAL OF MINUTES**

Commissioner Meyer made the motion to approve the minutes of October 25, 2021. Motion seconded by Commissioner Dodge; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

**4. APPROVAL OF AGENDA**

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

Ayes	Nays	Abstentions	Excused
7	0	0	1

**5. OLD BUSINESS**

**6. NEW BUSINESS**

- A. **21-SUB-003** McBride Homes, on behalf of Elite Development Services, LLC, owner, is seeking approval of a Record Plat for The Arbors at The Highlands located at 322 Highlands Blvd Dr.

Taylor Stuart presented this case. He explained that the Commission was reviewing the record plat of a 60-lot subdivision. He continued that the escrows for the project had all been set up and all documents had been submitted to the City.

Planning Consultant Streiler reported that the applicant would be seeking a favorable recommendation of the presented record plat located in the Planned Residential District. He continued that this was the record plat of the site development plan approved by Ordinance 21-2311. He clarified that the means of egress would be connections from Warhorse Ln and Gateshead Dr. The connection to Highlands Blvd Dr will only be utilized by emergency vehicles and construction vehicles during the development of the subdivision. Planning Consultant Streiler continued that the plan meets all the City’s regulations and will go on to the Board of Aldermen for final approval.

Planning Consultant Streiler confirmed that plans submitted to the Board of Aldermen would be signed and sealed. Mr. Stuart clarified that the emergency access on Highlands Blvd Dr would be paved and have a gate to allow for pedestrian access while blocking non-emergency vehicle traffic. Mr. Stuart also explained that the restricted areas on the plat were set up by the previous landowner and are only to be utilized to discharge stormwater or remain natural.

Commissioner Meyer made the motion to give a favorable recommendation to the Board of Aldermen regarding the Final Record Plat of CASE #21-SUB-003. Commissioner Dodge seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

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

Planning Consultant Streiler and City Administrator Klocke reported on the status of projects previously approved by the Commission. City Administrator Klocke updated the Commission on the demolition of condemned properties in the City.

**8. EX-OFFICIO’S REPORT**

Alderman Nolte notified the Commission that the Board of Aldermen approved the Special Use Permit for Premier Martial Arts and the stormwater improvement project for Marie Ct and Baxter Acres Dr.

**9. MAYORAL REPORT**

Mayor Clement reported that the Board of Aldermen appointed Justin Klocke as City Administrator. He also updated the Commission on the progress of the new City Hall and the status of the ongoing annexation and RFP projects. Mayor Clement answered the Commission’s questions about timelines for projects that had been previously approved by the Commission.

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

**11. ADJOURNMENT**

Commissioner Meyer made the motion to adjourn the Planning and Zoning Commission meeting of November 8, 2021, at 7:27 p.m. Motion seconded by Commissioner Dodge; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Respectfully submitted by:  
Cinnamon Mullins, Recording Secretary  
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