



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
January 27, 2020

COMMISSIONERS

Jason Truesdell, Chairman (2022)
Jerry Meyer (2020)
Joni Korte (2020)
Linda Fluchel (2023)
Mark Smith (2022)
John Dodge (2022)
Mike Clement, Mayor

CITY OFFICIALS AND STAFF

Paul Hamill, Alderman, Ex-Officio member
Melanie Rippetoe, Director of Planning & Zoning
Cinnamon Mullins, Recording Secretary

CASES

REPRESENTATIVES OF CASES

- A. **20-SP-001** Whalen Custom Homes, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 808 Connie Lane, zoned R-1 Single-Family Residential.
 - **Michael Whalen**
Whalen Custom Homes, Inc.
338 S Kirkwood Road
Suite 103
Kirkwood, MO 63122
314-575-7645

- B. **20-SP-002** Barth Holohan, owner, has applied for an Amended Site Development Plan in order to construct the first of three single family style homes in Phase I of a Care Home Complex. The property is located at 351-377 Forest Summit Court, in a PRD - Planned Residential Development Zoning District.
 - **Barth Holohan**
Family Partners
351-377 Forest Summit Ct
Manchester, MO 63021
314-686-4450

- C. **20-SIGN-001** Les Swaney, on behalf of Community Christian Church, owner, is seeking approval of a Sign Permit in order to replace an existing monument sign at the entrance of Community Christian Church located at 623 Meramec Station Road, in the R-4 Single-Family Residential Zoning District.
 - **Les Swaney & Jacob Thorne**
Community Christian Church
623 Meramec Station Rd
Manchester, MO 63021
636-394-2772

1. **CALL TO ORDER**

Acting Chairman Smith called the Planning and Zoning meeting of January 27, 2020 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 Linda Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Paul Hamill	Present
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 of January 13, 2020. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

4. APPROVAL OF AGENDA

Alderman Hamill made the motion to approve the agenda as presented. Mayor Clement 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. 20-SP-001 Whalen Custom Homes, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 808 Connie Lane, zoned R-1 Single-Family Residential.

Mike Whalen presented this case. He explained that the proposed site plan shows a single family home. He continued that the proposed plan reduces the erosion velocity that previously caused issues at this residence. Director Rippetoe reported that the applicant had submitted all required documents and met all zoning requirements. Staff had no objections. Mr. Whalen answered the Commission's questions explaining that the placement of the structure and grading would help with water runoff from the property.

Commissioner Dodge made the motion to approve the Site Plan of CASE #20-SP-001. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

- B. **20-SP-002** Barth Holohan, owner, has applied for an Amended Site Development Plan in order to construct the first of three single family style homes in Phase I of a Care Home Complex. The property is located at 351-377 Forest Summit Court, in a PRD - Planned Residential Development Zoning District.

Barth Holohan presented this case. He explained that the proposed amended site plan is to make minor changes to the first single family style home of a project that was previously approved by the Commission. He explained that after getting soil and rock testing on the site, it was better to change the angle of the first house and remove retaining walls that were on the original plan. These plans would cause less disruption to the current topography and cause less disruption for neighbors.

Director Rippetoe reported that this application was for one section of the original site development plan and that the other two would be coming before the Commission in the future. She reported that the plans have not changed significantly, and all changes meet the City’s regulations. Staff had no objections. Mr. Holohan answered questions presented by the Commission regarding the location of the courtyard and the timeline for the project.

Alderman Hamill made the motion to give a favorable recommendation to the Board of Aldermen regarding the Site Plan of CASE #20-SP-002. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

- C. **20-SIGN-001** Les Swaney, on behalf of Community Christian Church, owner, is seeking approval of a Sign Permit in order to replace an existing monument sign at the entrance of Community Christian Church located at 623 Meramec Station Road, in the R-4 Single-Family Residential Zoning District.

Les Swaney and Jacob Thorne presented this case. Mr. Swaney explained that Community Christian Church had felt they had an outdated sign and they were looking to update. He described the updated sign. He also explained that the current sign did not meet the City’s zoning regulations and that the new sign would. Director Rippetoe reported that the new location would bring the sign into conformity with the 10-foot setback. The proposed sign meets all the City’s regulations. Staff had no objections.

Commissioner Meyer made the motion to approve the Sign of CASE #20-SIGN-001. Commissioner Korte 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

Director Rippetoe reported on some upcoming projects that would be coming before the Planning & Zoning Commission. She also reported on the status of previous and existing developments and gave updates on Code Enforcement issues.

8. EX-OFFICIO’S REPORT

Alderman Hamill reported that election filing had ended for Manchester elected officials. He also reported that the text amendments for Learning Centers and the number of Massage Therapists had been approved by the Board of Aldermen.

9. MAYORAL REPORT

Mayor Clement reported the resignation of Planning & Zoning Commissioner, Linda Fluchel. He thanked her for her service and time dedicated to the City throughout the years. He said the community and the Commission will miss her and hope her well in the future.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

The Planning & Zoning Commission asked about the status of three police patrol cars that were awaiting equipment.

11. ADJOURNMENT

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of January 27, 2020 at 7:30 p.m. Motion seconded by Alderman Hamill; 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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