



**CITY OF MANCHESTER**  
**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
**May 11, 2020**

<u>COMMISSIONERS</u>	<u>CITY OFFICIALS AND STAFF</u>
----------------------	---------------------------------

Jason Truesdell, Chairman (2022)  
 Jerry Meyer (2021)  
 Joni Korte (2022)  
 Mark Smith (2022)  
 Paula Glaser (2024)  
 John Dodge (2022)  
 Mike Clement, Mayor

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

<u>CASES</u>	<u>REPRESENTATIVES OF CASES</u>
--------------	---------------------------------

A. **20-SP-006** Thomas Krieger, on behalf of McKelvey Homes, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 805 Joyce Ann Drive, zoned R-1 Single-Family Residential.

- **Thomas Krieger**  
**McKelvey Homes**  
 218 Chesterfield Towne Centre  
 Chesterfield, MO 63005  
 314-497-0183

**1. CALL TO ORDER**

Acting Chairman Smith called the Planning and Zoning meeting of May 11, 2020 to order at 7:00 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 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 April 27, 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. Commissioner Meyer 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-006** Thomas Krieger, on behalf of McKelvey Homes, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 805 Joyce Ann Drive, zoned R-1 Single-Family Residential. The site fronts on Joyce Ann Drive to the south and abuts properties zoned R-1 Residential to the north, east, and west.

Thomas Krieger presented this case. He explained that they would be constructing a new single family home. Director Rippetoe reported that the plans met all of the City’s setback and zoning regulations. Staff had no objections. Mr. Krieger answered questions presented by the Commission regarding the trees on the property, maintaining the cleanliness of the property and MSD requirement. He explained that MSD had no additional requirements for the differential created by this project.

Mayor Clement made the motion to approve the Site Plan of CASE #20-SP-006. 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 the status of projects previously approved by the Planning & Zoning Commission. She also reported that there would be two signs going before the Board of Adjustment on May 14, 2020 and that Planning & Zoning Department has been very busy with an influx of residential permit applications during the pandemic. Director Rippetoe notified the Commission that though some restrictions are being lifted on May 18<sup>th</sup>, upcoming Planning & Zoning Commission meetings may still be held via Zoom since social distancing is difficult to do on the dais.

**8. EX-OFFICIO’S REPORT**

Alderman Hamill reported that the Board of Aldermen voted to close the pool this summer and cancel other events including the 4<sup>th</sup> of July celebration and concerts in the park.

**9. MAYORAL REPORT**

Mayor Clement expanded on Alderman Hamill’s report explaining that the cancellations are due to the predicted drop in the general revenue fund from lack of sales. He explained that the City is working on readjusting funds and saving money where possible. At the upcoming Board of Aldermen meeting on May 18<sup>th</sup>, the City Administrator will further explain changes to the City budget. Mayor Clement expressed that the City of Manchester is likely to come out of this pandemic better than some cities, but adjustments will still have to be made to ensure this.

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

Commissioner Korte gave thanks to the Manchester Parks, Recreation & Arts Department for their drive by scavenger hunts during the pandemic.

**11. ADJOURNMENT**

Alderman Hamill made the motion to adjourn the Planning and Zoning Commission meeting of May 11, 2020 at 7:18 p.m. 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

Respectfully submitted by:  
Cinnamon Mullins, Recording Secretary  
# # #