



CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
May 13, 2019**

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

- A. **19-SP-007** Brian Ivy, on behalf of Al Manara Academy, owner, has applied for approval of an amendment to a Site Plan in order to construct a building addition and associated parking on an existing building on a property located at 929 Big Bend Road, in the R-4 Single-Family Residential Zoning District.

- B. **19-SP-008** Elena Smilkova, on behalf of European Beauty House LLC, owner, has applied for approval of an amendment to a Site Plan in order to construct a parking lot addition and new access for an existing building on a property located at 14388 Manchester Road, in the PBD Planned Business Development Zoning District.

- C. **19-SP-009** Quality Renovations, LLC, on behalf of Wes and Mindy Wilhoit, owner, is seeking approval of a Site Plan to construct an addition on and existing single family home located at 515 Hanna Road, zoned R-1 Residential.

REPRESENTATIVES OF CASES

- **Rashid Muhammad**
Al Manara Academy
929 Big Bend Rd
Ballwin, MO 63021
309-706-4118

- **Petya Dafova & Elena Smilkova**
European Beauty House
14388 Manchester Road
Ballwin, MO 63011
636-627-9593

- **Wesley & Mindy Wilhoit**
515 Hanna Road
Ballwin, MO 63021
314-495-8243

- D. **19-SP-010** Sean Flower, on behalf of Flower and Fendler, Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 740 Alexander Mark Way, in The Bend at Sulphur Spring Subdivision, zoned R-4 Residential.

- E. **19-SP-011** Sean Flower, on behalf of Flower and Fendler, Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 407 Ava Renee Drive, in The Bend at Sulphur Spring Subdivision, zoned R-4 Residential.

- F. **19-SP-012** Sean Flower, on behalf of Flower and Fendler, Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 451 Ava Renee Drive, in The Bend at Sulphur Spring Subdivision, zoned R-4 Residential.

- **Sean Flower**
Flower and Fendler
 PO Box 270255
 St. Louis, MO 63127
 314-406-0596

1. CALL TO ORDER

Acting Chairman Smith called the Planning and Zoning meeting of May 13, 2019 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 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 April 22, 2019. 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 Korte seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

5. OLD BUSINESS

- A. 19-SP-007** Brian Ivy, on behalf of Al Manara Academy, owner, has applied for approval of an amendment to a Site Plan in order to construct a building addition and associated parking on an existing building on a property located at 929 Big Bend Road, in the R-4 Single-Family Residential Zoning District.

Rashid Muhammad presented this case. He addressed the traffic and landscaping issues from the previous meeting. Director Rippetoe explained the Special Use Permit that was issued to Al Manara specified the requirements for these issues. She also explained that the proposed Site Plan contained greenspace variances that the Commission was capable of granting with approval. Staff had no objections.

Mayor Clement made the motion to approve the amended Site Plan of CASE #19-SP-007 with the required greenspace variances. Commissioner Fluchel seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

6. NEW BUSINESS

- A. 19-SP-008** Elena Smilkova, on behalf of European Beauty House LLC, owner, has applied for approval of an amendment to a Site Plan in order to construct a parking lot addition and new access for an existing building on a property located at 14388 Manchester Road, in the PBD Planned Business Development Zoning District.

Petya Dafova and Elena Smilkova presented this case. They explained that the current parking lot is difficult to navigate and can be dangerous. Director Rippetoe explained that all required documentation was submitted, and that the neighboring property was in favor of this change. She also explained that a greenspace variance would have to be approved by the Commission for the Site Plan approval.

Mayor Clement made the motion to approve the amended Site Plan of CASE #19-SP-008 with the required greenspace variances. Commissioner Meyer 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. **19-SP-009** Quality Renovations, LLC, on behalf of Wes and Mindy Wilhoit, owner, is seeking approval of a Site Plan to construct an addition on and existing single family home located at 515 Hanna Road, zoned R-1 Residential.

Wesley Wilhoit presented this project. He explained the addition to their house and answered the Commission’s questions. Director Rippetoe reported that all the proper documentation was submitted, and the plans meet all the City’s regulations.

Commissioner Korte made the motion to approve the Site Plan of CASE #19-SP-009. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Acting Chairman Smith requested that cases 19-SP-010, 19-SP-011 and 19-SP-012 be presented together.

- C. **19-SP-010** Sean Flower, on behalf of Flower and Fendler, Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 740 Alexander Mark Way, in The Bend at Sulphur Spring Subdivision, zoned R-4 Residential.
- D. **19-SP-011** Sean Flower, on behalf of Flower and Fendler, Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 407 Ava Renee Drive, in The Bend at Sulphur Spring Subdivision, zoned R-4 Residential.
- E. **19-SP-012** Sean Flower, on behalf of Flower and Fendler, Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 451 Ava Renee Drive, in The Bend at Sulphur Spring Subdivision, zoned R-4 Residential.

Sean Flower presented these cases. He explained each proposed new single family home. Director Rippetoe reported that the plans met all the City’s regulations. Staff had no objections.

Alderman Hamill made the motion to approve the Site Plan of CASE #19-SP-010. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Alderman Hamill made the motion to approve the Site Plan of CASE #19-SP-011. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Alderman Hamill made the motion to approve the Site Plan of CASE #19-SP-012. Commissioner Meyer 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 potential new residential projects and updated the Commission on previous cases.

8. EX-OFFICIO'S REPORT

Alderman Hamill reported the election results for the City of Manchester. He also announced that Kat Douglas had been approved as the new Director of Parks, Recreation and Arts in the City of Manchester and the previous Director, Eileen Collins, would retire Friday, May 17th.

9. MAYORAL REPORT

Mayor Clement announced that Manchester Public Works won the Municipal League of Metro St. Louis 2019 Citizen Choice Award for Favorite Public Works Department. He also notified the Commission of upcoming events in Manchester.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

11. ADJOURNMENT

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of May 13, 2019 at 7:30 p.m. Motion seconded by Mayor Clement; 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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