



CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
June 24, 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- TXT-009** City Staff proposes a Zoning Text Amendment to sections of Article II Definitions and Article V District Regulations of the Zoning Regulations of the City of Manchester in order to create, define and permit Care Home as a Special Use.

- B. **19-REZ-001** Barth Holohan, owner under contract, has applied for approval of a Rezoning of 351-377 Forest Summit Court in order to construct a Care Home Complex, consisting of three single-family style homes. The lots located at 351-365 Forest Summit Court were previously zoned C-1 Commercial and lots 369-377 Forest Summit Court were zoned R-1 Residential.

- C. **19-SUP-002** Barth Holohan, owner under contract, has applied for approval of a Special Use Permit for a Care Home Complex, consisting of three single-family style homes to be located at 351-377 Forest Summit Court, in a proposed Planned Residential Development Zoning District.

REPRESENTATIVES OF CASES

- **Melanie Rippetoe**
City of Manchester
14318 Manchester Road
Manchester, MO 63011
636-227-1385

- **Barth Holohan**
Family Partners
12880 Manchester Road
Suite 201
St. Louis, MO 63131
314-518-9949

D. **19-SP-013** Barth Holohan, owner under contract, has applied for approval of a Preliminary Site Development Plan in order to construct a Care Home Complex, consisting of three single-family style homes to be located at 351-377 Forest Summit Court, in a proposed Planned Residential Development Zoning District.

E. **19-SP-014** Jason Brunk, of The Goddard School, on behalf of CCE Properties LLC, owner, has applied for approval of an amendment to a Site Plan in order to construct a building addition and associated improvements for an existing school on a property located at 1108 Sulphur Spring Road, in the C-2 Commercial Zoning District.

- **Jason Brunk**
The Goddard School
 1108 Sulphur Spring Road
 Manchester, MO 63021
 636-686-7277

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of June 24, 2019 to order at 7:03 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Present
Commissioner Linda Fluchel	Excused	Commissioner Mark Smith	Present
Commissioner Joni Korte	Excused	Alderman Paul Hamill	Excused
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 June 10, 2019. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

4. APPROVAL OF AGENDA

Commissioner Dodge 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
5	0	0	3

5. OLD BUSINESS

6. NEW BUSINESS

- A. **19- TXT-009** City Staff proposes a Zoning Text Amendment to sections of Article II Definitions and Article V District Regulations of the Zoning Regulations of the City of Manchester in order to create, define and permit Care Home as a Special Use.

Director Rippetoe presented this case. She explained that this text amendment defined the term Care Home in the Manchester Zoning Regulations. The text amendment also outlined where Group Homes could be located, in accordance with State Statute, as well as Care Homes as a Special Use.

Chairman Truesdell made the motion to table the Text Amendment of CASE #19-TXT-009 pending the presentation on the Care Home. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

Director Rippetoe recommended that cases 19-REZ-001, 19-SUP-002 and 19-SP-013 be presented together.

- B. **19-REZ-001** Barth Holohan, owner under contract, has applied for approval of a Rezoning of 351-377 Forest Summit Court in order to construct a Care Home Complex, consisting of three single-family style homes. The lots located at 351-365 Forest Summit Court were previously zoned C-1 Commercial and lots 369-377 Forest Summit Court were zoned R-1 Residential.
- C. **19-SUP-002** Barth Holohan, owner under contract, has applied for approval of a Special Use Permit for a Care Home Complex, consisting of three single-family style homes to be located at 351-377 Forest Summit Court, in a proposed Planned Residential Development Zoning District.
- D. **19-SP-013** Barth Holohan, owner under contract, has applied for approval of a Preliminary Site Development Plan in order to construct a Care Home Complex, consisting of three single-family style homes to be located at 351-377 Forest Summit Court, in a proposed Planned Residential Development Zoning District.

Barth Holohan presented these cases. He explained the background of the project and answered the Commission’s questions on Care Homes. He explained that the rezoning would condense eleven lots into one and there would be three Care Homes built on the lot. Director Rippetoe explained that the Rezoning would be specific to this plan in the Planned Residential District.

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen for the Text Amendment of CASE #19-TXT-009. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen for the Rezoning of CASE #19-REZ-001. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen for the Special Use Permit of CASE #19-SUP-002. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen for the Site Plan of CASE #19-SP-013. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

- E. **19-SP-014** Jason Brunk, of The Goddard School, on behalf of CCE Properties LLC, owner, has applied for approval of an amendment to a Site Plan in order to construct a building addition and associated improvements for an existing school on a property located at 1108 Sulphur Spring Road, in the C-2 Commercial Zoning District.

Jason Brunk presented this case. He explained that this project consists of an addition to the existing school and additional improvements on the property. Director Rippetoe reported that staff had no objections.

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen for the Site Plan of CASE #19-SP-014. Commissioner Dodge seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
4	0	1	3

7. PLANNING AND ZONING DIRECTOR'S REPORT

Director Rippetoe reported that Code Enforcement has been busy, and that staff had been working on revamping processes. She also reported that the Code Enforcement Officer, Dave Fox, had been moved to IT and the City would be looking for a new Code Enforcement Officer in the following weeks.

8. EX-OFFICIO'S REPORT

9. MAYORAL REPORT

Mayor Clement commented on Code Enforcement issues. He also reported that there would be a Town Hall on June 25, 2019 with the County Assessor discussing the property reassessments.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

11. ADJOURNMENT

Mayor Clement made the motion to adjourn the Planning and Zoning Commission meeting of June 24, 2019 at 8:08 p.m. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
5	0	0	3

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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