



AGENDA

FOR THE

REGULAR BOARD OF ALDERMEN MEETING

OF

MONDAY, SEPTEMBER 21, 2015

AT THE

MANCHESTER POLICE FACILITY
200 HIGHLANDS BOULEVARD DRIVE



REGULAR MEETING OF THE BOARD OF ALDERMEN

NEXT BILL: 15-2234

NEXT ORD: 15-2118

NEXT RES: 15-0538

DATE: MONDAY, SEPTEMBER 21, 2015 – 7:00 p.m.

MEETING TO BE HELD AT THE POLICE FACILITY
200 HIGHLANDS BOULEVARD DRIVE

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<u>PUBLIC HEARING:</u> A Special Use Permit Request for permanent outside displays at 14244-14264 Manchester Road	4
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<u>PUBLIC HEARING:</u> An amendment to the Code modifying regulations of off-street parking requirements	6
<u>PUBLIC HEARING:</u> An amendment to the Code modifying requirements for business signs attached to buildings	7

AGENDA

PAGE NO.

1. Call to Order:
 - a. Pledge of Allegiance to the Flag
 - b. Invocation
2. Roll Call and Statement of Quorum
3. Approval of the Minutes:
 - a. Minutes of the September 8, 2015 Public Hearing regarding the 2015 property tax levy 8
 - b. Minutes of the September 8, 2015 Regular Board of Aldermen meeting 9 - 14
4. Establishment of Order of Items on the Agenda
5. Consideration of Petitions and Comments from the Public
 - a. Liquor License
 1. New liquor license for Discount Liquors, pending approval of item 10 (a) 15
 - b. Comments from the Public
6. Reports from the Mayor
 - a. Mayoral Report
7. Reports from the City Administrator
 - a. List of Paid Bills (Warrant dates of September 6 – September 19, 2015) 16 - 35
8. Reports from Committees
 - a. Planning and Zoning Commission
 - b. Homecoming Committee

- c. Manchester Arts
9. Action on Old Bills
- a. Bill # 15-2232 – an Ordinance establishing the 2015 property tax levy – second reading – Alderman Hamill 36 - 38
10. Introduction of New Bills
- a. Bill approving a Special Use Permit Request for a package liquor store at 701 Big Bend – Alderman Diehl 39 - 48
EMERGENCY LEGISLATION REQUESTED BY PROPERTY MANAGEMENT COMPANY
 - b. Bill approving lot consolidation for 14244-14264 Manchester Road – Alderman Hamill 49 - 51
 - c. Bill approving Special Use Permit for outside propane tank storage at 14244-14264 Manchester Road – Alderman Hamill 52 - 62
 - d. Bill approving Special Use Permit for permanent outside displays a 14244-14264 Manchester Road – Alderman Stevens 63 - 73
 - e. Bill approving Special Use Permit for four seasonal displays and outside retail sales at 14244-14264 Manchester Road – Alderman Stevens 74 - 84
 - f. Bill approving an amendment to the Code modifying regulations of off-street parking – Alderman Baumann 85 - 91
 - g. Bill approving an amendment to the Code modifying requirements for business signs attached to businesses – Alderman Baumann 92 - 97
 - h. Bill amending the Code of Ordinances regarding outdoor smokers – Alderman Diehl 98 - 103
11. Miscellaneous
- a. Comments from the Public

12. Adjournment

Note: Due to ongoing City business, all meeting agendas should be considered tentative.

If you are a person with a disability or have special needs in order to participate in this public meeting, please contact City Administrator Andy Hixson no later than 72 hours before the meeting.

For more information, call:

636-227-1385 VOICE

1-800-735-2966 TDD

1-800-735-2466 RELAY MISSOURI

Posted Friday, September 18, 2015 at 10:00 a.m.

PUBLIC HEARING NOTICE

The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 pm continued to **September 21, 2015** at 7:00PM at Manchester Police Headquarters, 200 Highlands Blvd., at which time citizens may comment on the proposed 2015 Property Tax Levy for the City's General Operating Fund and Debt Service Fund. Specific discussion will be regarding the current year rate ceiling and voluntary rate reduction.

Assessed Valuation	2015		2014		For Information Only 2013
Residential Real Estate	246,489,700		236,192,950	4.4%	235,428,710
Agricultural Real Estate	0		0	0.0%	0
Commercial Real Estate	48,388,740		45,032,910	7.5%	45,247,470
Personal Property	41,840,657		42,412,470	-1.3%	40,933,730
	<u>336,719,097</u>		<u>323,638,330</u>	4.0%	<u>321,609,910</u>

General Operating Fund

	Proposed	
	Proposed Tax Rate General Fund	Property Tax Revenue
Residential Real Estate	0.045	\$ 110,920
Agricultural Real Estate	0.050	\$ -
Commercial Real Estate	0.045	\$ 21,775
Personal Property	0.050	\$ 20,920
		<u>\$ 153,616</u>

Debt Service Fund

	Proposed Tax	
	Rate Debt Service	Proposed Property Tax Revenue
	0.193	\$ 475,725
	0.193	\$ -
	0.193	\$ 93,390
	0.193	\$ 80,752
		<u>\$ 649,868</u>

Note: The Assessed Valuation, as finally equalized has not been received from St. Louis County. The final calculation has not been verified by the State Auditors Office, revenue numbers are subject to change until verification has been received.

Posted: September 11, 2015 at 3:00 PM



City of Manchester
14318 Manchester Road
Manchester, Missouri 63011

(636) 227-1385

PUBLIC HEARING NOTICE

The City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 21, 2015 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

- A. **CASE #15-SUP-013** – A request for a Special Use Permit has been made by Rani, LLC dba Discount Liquors to operate a package liquor retail store at 701 Big Bend Road. The property is zoned C-2 Commercial District.



City of Manchester
14318 Manchester Road
Manchester, Missouri 63011

(636) 227-1385

PUBLIC HEARING NOTICE

The City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 21, 2015 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

CASE # 15-SUP-014: A request for a Special Use Permit has been made by A & R Manchester, LLC, d/b/a Academy Sports, to engage in year-round outdoor storage and sale of portable propane tanks at 14244-14264 Manchester Road. The property is zoned C-1 Commercial District.



City of Manchester
14318 Manchester Road
Manchester, Missouri 63011

(636) 227-1385

PUBLIC HEARING NOTICE

The City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 21, 2015 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

CASE # 15-SUP-015: A request for a Special Use Permit has been made by A & R Manchester, LLC, d/b/a Academy Sports, to engage in year-round outdoor storefront storage and sale of materials, equipment, goods, supplies and/or merchandise at 14244-14264 Manchester Road. The property is zoned C-1 Commercial District.



City of Manchester
14318 Manchester Road
Manchester, Missouri 63011

(636) 227-1385

PUBLIC HEARING NOTICE

The City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 21, 2015 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

CASE # 15-SUP-016: A request for a Special Use Permit has been made by A & R Manchester, LLC, d/b/a Academy Sports, to have four outdoor displays per calendar year of materials, equipment, goods, supplies and/or merchandise at 14244-14264 Manchester Road. The property is zoned C-1 Commercial District.



City of Manchester
14318 Manchester Road
Manchester, Missouri 63011

(636) 227-1385

PUBLIC HEARING NOTICE

The City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 21, 2015 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

- A. **CASE #15-TXT-005** – A text amendment is proposed to Sections 405.290 of the City's Zoning Code to modify the regulations relative to the off-street parking requirements for mixed uses in the City of Manchester.



City of Manchester
14318 Manchester Road
Manchester, Missouri 63011

(636) 227-1385

PUBLIC HEARING NOTICE

The City of Manchester Board of Aldermen shall hold a public hearing on Monday, September 21, 2015 at 7:00 p.m. at the Manchester Police Facility, 200 Highlands Boulevard Drive, to consider the following:

- A. **CASE #15-TXT-006** – A text amendment is proposed to Sections 405.340 of the City’s Zoning Code to modify the regulations relative to the requirements for business signs attached to buildings in the City of Manchester.



**MINUTES OF THE PUBLIC HEARING OF
TUESDAY, SEPTEMBER 8, 2015
AT 200 HIGHLANDS BOULEVARD DRIVE
REGARDING
THE 2015 TAX LEVY**

Mayor David L. Willson called the Public Hearing of the Board of Aldermen to order at 7:05 p.m.

Roll call showed those present were Alderman Clement, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Diehl, Mayor Willson and Attorney Gunn. Alderman Stevens was absent. A quorum was present.

The following notice of the public hearing was then read:

“The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 p.m. on September 7, 2015 at Manchester Police Headquarters, 200 Highlands Boulevard, at which time citizens may comment on the proposed 2015 Property Tax Levy for the City’s General Operating Fund and Debt Service Fund. Specific discussion will be held regarding the current year rate ceiling and voluntary rate reduction.”

City Attorney Patrick R. Gunn stated that there was a small technicality with the public hearing notice and he is requesting that the public hearing be closed and continued to September 21.

Alderman Clement made the motion to close the public hearing. The motion was seconded by Alderman Hamill and carried unanimously, without objection.

Mayor Willson closed the public hearing at 7:10 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MRCC-S
City Clerk

Note: This is a journal of the Public Hearing held Tuesday, September 8, 2015 (summary); not a verbatim transcript. If a recording of the public hearing is desired, please contact City Hall.



**MINUTES OF THE REGULAR BOARD OF ALDERMEN MEETING
OF TUESDAY, SEPTEMBER 8, 2015
AT 200 HIGHLANDS BOULEVARD DRIVE**

1. CALL TO ORDER

Mayor David L. Willson called the Regular Board of Aldermen meeting to order at 7:10 p.m.

2. ROLL CALL AND STATEMENT OF QUORUM

Roll call showed those present were Alderman Clement, Alderman Hamill, Alderman Ottenad, Alderman Baumann, Alderman Diehl, Mayor Willson and Attorney Gunn. Alderman Stevens was absent. A quorum was present.

3. APPROVAL OF THE MINUTES

- a. Minutes of the August 17, 2015 Public Hearing regarding a text amendment to the City's Code of Ordinances regarding a new subsection in the "H" Historic District

Alderman Clement made the motion to approve the Minutes of the August 17, 2015 Public Hearing regarding a text amendment to the City's Code of Ordinances regarding a new subsection in the "H" Historic District. The motion was seconded by Alderman Ottenad and carried unanimously, without objection.

- b. Minutes of the August 17, 2015 Regular Board of Aldermen meeting

Alderman Hamill made the motion to approve the Minutes of the August 17, 2015 Regular Board of Aldermen meeting. The motion was seconded by Alderman Clement and carried unanimously, without objection.

4. ESTABLISHMENT OF ORDER OF ITEMS ON THE AGENDA

Mayor Willson advised he would be introducing a boy scout.

Alderman Clement made the motion to approve the Order of Items on the Agenda as amended. The motion was seconded by Alderman Hamill and carried unanimously without objection.

5. CONSIDERATION OF PETITIONS AND COMMENTS FROM THE PUBLIC

a. Presentation of renovation to the Parks building

Director of Parks and Recreation Eileen Collins reviewed the existing conditions of the parks building. She also reviewed the goals for the parks building expansion.

Director Collins stated primarily they are looking at the restrooms and adding a multipurpose room. She said there are also proposed expansions and renovations that were shown on the preliminary drawings. The cost has not been finalized, and that will probably not be done until the second public forum. After the expansions and renovations, the building will be closer by about 15 feet to Pavilion # 1.

Alderman Clement asked when the second hearing will be, and Director Collins replied that it will be the first meeting in October.

Alderman Clement asked if this is going to be part of the budget proposal reviewed in October, and Director Collins answered affirmatively, that it will be added to the budget discussion. There will be some preliminary budget numbers submitted.

Alderman Ottenad asked how many people the large room will hold.

Director Collins stated that the room would be 42 feet x 55 feet, so it depends on tables, chairs, etc. The basement below will be available for shelter; a primary focus is the addition of a basement for shelter from threatening weather conditions. The building is currently about 60 feet from the large pavilion and it will be shifted about 15 feet. She said the footprint really won't change that much.

Mayor Willson commented about the Lafayette Older Adults meetings in Ellisville. Their room is smaller and they can fit around 100 people in there with the tables and chairs.

Director Collins stated Horner & Shifrin is reviewing the plans now.

b. New Liquor Licenses

1. Sushi Japan
2. Manchester 17, LLC

Alderman Hamill made the motion to approve the new liquor licenses for Sushi Japan and Manchester 17, LLC. The motion was seconded by Alderman Clement and carried unanimously, without objection.

c. Comments from the Public

There were none.

6. REPORTS FROM THE MAYOR

Mayor Willson introduced Boy Scout Chris Williams from Troop 496 who was in the audience. Mayor Willson said he is working on his "Citizenship in the Community" merit badge.

a. Mayoral Report

Mayor Willson reported he attended the Arts photo show opening, attended the Homecoming meeting, and a staff meeting.

Mayor Willson stated Homecoming will be this weekend; the weather should be in the 70's. He said Friday is the anniversary of 9/11. He urged citizens to keep in their thoughts the people who protect us.

7. REPORTS FROM THE CITY ADMINISTRATOR

a. List of Paid Bills (Warrant dates of August 17 – September 5, 2015)

There were no questions.

8. REPORTS FROM COMMITTEES

a. Planning and Zoning Commission

Alderman Clement stated on August 24, they had four cases. One case concerned a patio addition at 17 Nationalway; there was a Special Use Permit Request from a package retail liquor store, and two text amendments which were presented by the City Attorney. Everything was approved by the Commission unanimously.

b. Homecoming Committee

Alderman Ottenad stated the annual Homecoming is this weekend. The parade is Saturday, September 12 starting at 9:00 a.m. at Journey Church and ending at Parkway Southwest Middle School. The Doggie Paddle Party will benefit Gateway Rescue and Shop with a Cop. There are 24 vendors and 32 booths. Arts and Crafts will be back this year with seven vendors, after a number of years without Arts and Crafts. The next meeting will be at 1:00 p.m. on September 10 for setup and at 5:00 p.m., there will be pizza.

c. Manchester Arts

Alderman Clement stated there is a new arts show themed around nature; there are 23 separate artists represented. On September 26 the Manchester ArtsFest will be held from noon until 6:00 p.m. in Schroeder Park. It will bring together visual, performing, and literary artists. There will also be storytellers, poets, and musicians. Also they will have good food.

9. ACTION ON OLD BILLS

a. BILL # 15-2231 - AN ORDINANCE ADDING A NEW SUBSECTION TO THE CITY'S ZONING CODE FOR THE "H" HISTORIC DISTRICT

Alderman Diehl read for Alderman Stevens Bill # 15-2231, entitled: "AN ORDINANCE AMENDING SECTION 405.280.E.4 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER BY ADDING THERETO A NEW SUB-SECTION (N) PERMITTING BEER AND WINE GARDENS IN THE H-HISTORIC DISTRICT OF THE CITY OF MANCHESTER",

by title only.

Alderman Diehl made the motion that Bill # 15-2231 become Ordinance # 15-2116. The motion was seconded by Alderman Clement.

A poll of the Board showed:

- Alderman Hamill – aye
- Alderman Diehl – aye
- Alderman Baumann – aye
- Alderman Ottenad – aye
- Alderman Clement – aye
- Alderman Stevens - absent

Mayor Willson announced the motion passed 5 – 0, with no objections, with one absentee.

10. INTRODUCTION OF NEW BILLS

a. RESOLUTION TO CONTRACT FOR 2015 ASPHALT OVERLAY AND DRAINAGE IMPROVEMENTS PROJECT

Alderman Diehl read Proposed Resolution # 15-0535, entitled: “A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO AN AGREEMENT WITH L.F. KRUPP CONSTRUCTION, INC. IN AN AMOUNT NOT TO EXCEED TWO HUNDRED NINETEEN THOUSAND THREE HUNDRED TWENTY-NINE DOLLARS AND NINETY-FIVE CENTS (\$219,329.95), WHICH INCLUDES A FIVE PERCENT (5%) CHANGE ORDER IN THE AMOUNT OF TEN THOUSAND FOUR HUNDRED FORTY-FOUR DOLLARS (\$10,444.00) TO BE USED FOR UNFORESEEN WORK CONDITIONS, FOR THE ASPHALT OVERLAY ON PORTIONS OF OLD SULPHUR SPRING ROAD AND HANNA ROAD, AND FOR ASPHALT AND DRAINAGE REPAIRS FOR THE PARKING LOT AT PAUL A. SCHROEDER PARK,” by title only.

Alderman Ottenad asked where the construction for the park is going to be. She expressed concern that this area would be where the new construction trucks will be driving. She asked if this is something that could not wait until after the construction.

Director Collins stated that they will have to go on the parking lot; trucks will have to go over the parking lot to do the construction of the parks building.

Director of Public Works Bob Ruck answered that the asphalt project needs to be done now; there is cracking on the surface allowing moisture to get underneath and the asphalt is deteriorating. It is possible when the parks building is done, there may be some further damage.

Director Collins stated they ascertained the opinion of Horner and Shifrin also; they made the recommendation.

Alderman Clement asked how long it would take if this Resolution is approved tonight.

Director Ruck stated they will have to sit down with the contractor, but it will be done this fall.

Alderman Diehl made the motion for approval of Resolution # 15-0535. The motion was seconded by Alderman Clement, unanimously, without objection with one absent.

b. RESOLUTION ACCEPTING A GRANT FROM THE MISSOURI ARTS COUNCIL

Alderman Ottenad made the motion for approval of Resolution # 15-0536. The motion was seconded by Alderman Clement, unanimously, without objection.

Alderman Ottenad read Proposed Resolution # 15-0536, entitled: "A RESOLUTION ACCEPTING A 2015-2016 MONTHLY STRATEGIC PROJECT GRANT FROM THE MISSOURI ARTS COMMISSION AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A GRANT AGREEMENT THEREFOR", by title only.

Alderman Ottenad made the motion for approval of Resolution # 15-0536. The motion was seconded by Alderman Clement, unanimously, without objection and one absentee.

c. RESOLUTION AUTHORIZING PARTICIPATION IN THE MULTI-JURISDICTIONAL DRUG TASK FORCE FOR THE PERIOD OF JANUARY 15, 2016 THROUGH JANUARY 15, 2017

Alderman Baumann read Proposed Resolution # 15-0537, entitled: "A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OF THE CITY OF MANCHESTER TO ENTER INTO A CONTRACT WITH ST. LOUIS COUNTY, MISSOURI, TO PROVIDE FOR THE CITY'S PARTICIPATION IN THE MULTI-JURISDICTIONAL DRUG TASK FORCE FOR THE PERIOD OF JANUARY 15, 2016 THROUGH JANUARY 15, 2017", by title only.

Alderman Baumann made the motion for approval of Resolution # 15-0537. The motion was seconded by Alderman Clement, unanimously, without objection and one absentee.

d. BILL ESTABLISHING 2015 TAX LEVY

Alderman Hamill introduced Bill # 15-2232, entitled: "AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2015" by title only.

No further action at this time.

e. BILL APPOINTING A PLANNING AND ZONING DIRECTOR

Alderman Hamill introduced Bill # 15-2233, entitled: "AN ORDINANCE APPOINTING ERIKA L. KENNETT AS THE DIRECTOR OF PLANNING, ZONING AND ECONOMIC DEVELOPMENT FOR THE CITY OF MANCHESTER, ESTABLISHING A RATE OF PAY FOR THAT POSITION AND, FURTHER, CONFIRMING THE DUTIES AND OBLIGATIONS OF THAT POSITION," by title only.

Alderman Hamill made a motion for approval of emergency legislation. The motion was seconded by Alderman Clement and carried 5 – 0, with no objections and one absentee.

Alderman Hamill read for the second time Bill # 15-2233, entitled: "AN ORDINANCE APPOINTING ERIKA L. KENNETT AS THE DIRECTOR OF PLANNING, ZONING AND ECONOMIC DEVELOPMENT FOR THE CITY OF MANCHESTER, ESTABLISHING A RATE OF PAY FOR THAT POSITION AND, FURTHER, CONFIRMING THE DUTIES AND OBLIGATIONS OF THAT POSITION," by title only.

Alderman Hamill made the motion that Bill # 15-2233 become Ordinance # 15-2117. The motion was seconded by Alderman Clement.

A poll of the Board showed:

Alderman Diehl – aye
Alderman Baumann – aye
Alderman Ottenad – aye
Alderman Clement – aye
Alderman Stevens – absent
Alderman Hamill – aye

Mayor Willson announced the motion passed 5 – 0, with no objections, with one absentee.

11. MISCELLANEOUS

a. Comments from the Public

There were none.

12. ADJOURNMENT

At 7:40 p.m., there being no further business, Alderman Hamill made the motion to adjourn. The motion was seconded by Alderman Clement and carried unanimously, without objection. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Ruth E. Baker, MMC/MRCC-S
City Clerk

Note: This is a journal of the Board of Aldermen meeting held Tuesday, September 8, 2015 (summary); not a verbatim transcript. If a recording of the meeting is desired, please contact City Hall.



MEMORANDUM

TO: Mayor David L. Willson and Members of the Board of Aldermen

FROM: Ruth Baker, City Clerk 

DATE: September 18, 2015

SUBJECT: APPLICATION FOR NEW LIQUOR LICENSE

The Manchester Police Department completed investigation of the following pending new liquor license application, and it is recommended that due consideration be given to the issuance of this license, upon their finalizing their business license requirements for the new location.

NEW LIQUOR LICENSE APPLICATION

Liquor License for the sale of intoxicating liquor and beer in the original package, including Sundays:

Rani, LLC, d/b/a Discount Liquors

(This is a new license because of a change of location from 653 Big Bend to 701 Big Bend.)

Your consideration of this application is appreciated.



Manchester, MO

Check Register

Packet: APPKT00778 - Check Run - 20150909

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
0009	Ameren Missouri	09/09/2015	Regular	0.00	19,620.96	44876
1029	Aramark Uniform Services	09/09/2015	Regular	0.00	150.11	44877
2025	Barco Municipal Products, Inc.	09/09/2015	Regular	0.00	152.56	44878
0047	Barnes Care	09/09/2015	Regular	0.00	151.00	44879
0040	Batteries Plus Bulbs, LLC	09/09/2015	Regular	0.00	45.98	44880
1037	Canon Financial Services, Inc.	09/09/2015	Regular	0.00	149.25	44881
2290	CDD, LLC	09/09/2015	Regular	0.00	179.77	44882
2455	Charter Communications	09/09/2015	Regular	0.00	118.80	44883
0073	City Lighting Products	09/09/2015	Regular	0.00	409.50	44884
0087	Contractor's Welding, Inc.	09/09/2015	Regular	0.00	146.74	44885
0090	County Treasurer - St. Louis Co.	09/09/2015	Regular	0.00	452.00	44886
0094	Dale Sign Service	09/09/2015	Regular	0.00	154.00	44887
1301	Deep Kleen and Maintenance, LLC	09/09/2015	Regular	0.00	1,850.00	44888
2550	Dharma Trading Co.	09/09/2015	Regular	0.00	107.01	44889
2623	Employee Expense Reimbursement	09/09/2015	Regular	0.00	313.53	44890
0113	Erb Equipment Company, Inc.	09/09/2015	Regular	0.00	5.94	44891
1033	GFOA of St. Louis	09/09/2015	Regular	0.00	15.00	44892
0137	Grimco Inc.	09/09/2015	Regular	0.00	1,091.41	44893
0890	Gulf States Distributors	09/09/2015	Regular	0.00	2,628.00	44894
2497	Homecoming Drawing Award	09/09/2015	Regular	0.00	250.00	44895
2496	Homecoming Drawing Award	09/09/2015	Regular	0.00	100.00	44896
2721	Homecoming Drawing Award	09/09/2015	Regular	0.00	200.00	44897
1315	Homecoming Drawing Award	09/09/2015	Regular	0.00	500.00	44898
1031	Horner & Shifrin, Inc.	09/09/2015	Regular	0.00	3,899.93	44899
0153	Industrial Soap	09/09/2015	Regular	0.00	264.50	44900
0803	J. M. Marschuetz Construction Co.	09/09/2015	Regular	0.00	64,289.82	44901
2022	Just Me Apparel	09/09/2015	Regular	0.00	192.50	44902
0183	Leon Uniform	09/09/2015	Regular	0.00	420.20	44903
1087	Menards	09/09/2015	Regular	0.00	36.70	44904
1410	Metropark Communications, Inc.	09/09/2015	Regular	0.00	450.00	44905
0223	Missouri Dept. Of Revenue - County	09/09/2015	Regular	0.00	1,610.25	44906
2388	Missouri Division of Fire Safety	09/09/2015	Regular	0.00	25.00	44907
2041	MO Police Chiefs Charitable Founda	09/09/2015	Regular	0.00	200.00	44908
1330	National Diamond Enterprises	09/09/2015	Regular	0.00	2,453.46	44909
0141	Patrick R. Gunn	09/09/2015	Regular	0.00	5,181.73	44910
1192	Petty Cash by Bob Ruck	09/09/2015	Regular	0.00	32.50	44911
0268	Praxair Distribution Inc.	09/09/2015	Regular	0.00	99.59	44912
1291	R.L. Mueller National Dist. Inc.	09/09/2015	Regular	0.00	615.70	44913
0897	Reliance Automotive, Inc.	09/09/2015	Regular	0.00	170.52	44914
0285	Sam's Club / GECF	09/09/2015	Regular	0.00	827.40	44915
0291	Simpson Construction Material, LLC	09/09/2015	Regular	0.00	87.00	44916
2038	Southern Computer Warehouse	09/09/2015	Regular	0.00	243.91	44917
0449	St. Louis Composting, Inc.	09/09/2015	Regular	0.00	100.00	44918
0308	St. Louis County & Muni. Police Acad	09/09/2015	Regular	0.00	5,700.00	44919
1190	Stericycle, Inc.	09/09/2015	Regular	0.00	160.00	44920
2350	Stock & Associates Consulting Engin	09/09/2015	Regular	0.00	3,200.00	44921
0324	Terrafil Incorporated	09/09/2015	Regular	0.00	240.00	44922
0328	Tire Shredders Unlimited	09/09/2015	Regular	0.00	54.00	44923
0331	Treasurer-State of Missouri	09/09/2015	Regular	0.00	226.00	44924
0337	Valley Material	09/09/2015	Regular	0.00	2,596.20	44925

Check Register

Packet: APPKT00778-Check Run - 20150909

Vendor Number 0338	Vendor Name Vermeer Sales & Service M.I., Inc.	Payment Date 09/09/2015	Payment Type Regular	Discount Amount 0.00	Payment Amount 113.31	Number 44926
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Bank Code APBNK Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	81	51	0.00	122,281.78
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	81	51	0.00	122,281.78



Manchester, MO

Check Register

Packet: APPKT00780 - Check Run - 20150910

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
1029	Aramark Uniform Services	09/10/2015	Regular	0.00	106.56	44927
2496	Homecoming Drawing Award	09/10/2015	Regular	0.00	300.00	44928 <i>VOIDED</i>
0168	Kelly's Engraving & Trophies	09/10/2015	Regular	0.00	262.50	44929
1148	Lawn Systems, Inc.	09/10/2015	Regular	0.00	365.00	44930
2129	The Newsmagazine Network	09/10/2015	Regular	0.00	925.00	44931
0310	Treasurer, St. Louis County	09/10/2015	Regular	0.00	381.40	44932

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	6	6	0.00	2,340.46
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	6	6	0.00	2,340.46



Manchester, MO

Check Register

Packet: APPKT00782 - Homecoming Drawing Award Replacement Ck

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK 2496	Homecoming Drawing Award	09/10/2015	Regular	0.00	300.00	44933

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	300.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	300.00



Manchester, MO

Check Register

Packet: APPKT00787 - Replacement Check - United Healthcare - Sept.

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK 1112	United HealthCare	09/14/2015	Regular	0.00	54,283.17	44934

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	1	1	0.00	54,283.17
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	1	1	0.00	54,283.17

Check Register

Packet: APPKT00791 - Check Run - 20150916



Manchester, MO

By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: APBNK-APBNK						
2608	AFLAC	09/16/2015	Regular	0.00	214.04	44935
1075	Assembled Products Corporation	09/16/2015	Regular	0.00	698.84	44936
0299	AT&T	09/16/2015	Regular	0.00	226.12	44937
0047	Barnes Care	09/16/2015	Regular	0.00	64.00	44938
0040	Batteries Plus Bulbs, LLC	09/16/2015	Regular	0.00	12.25	44939
0050	Blue Chip Exterminating, Inc.	09/16/2015	Regular	0.00	157.00	44940
0489	Blue Tarp Financial, Inc.	09/16/2015	Regular	0.00	39.99	44941
0060	Bussen Quarries, Inc.	09/16/2015	Regular	0.00	156.52	44942
2290	CDD, LLC	09/16/2015	Regular	0.00	37.44	44943
2414	Chuck's Boots	09/16/2015	Regular	0.00	130.00	44944
0960	City of Crestwood	09/16/2015	Regular	0.00	494.57	44945
1688	CK Power Products Corp.	09/16/2015	Regular	0.00	2,110.00	44946
1418	Concannon & Jaeger	09/16/2015	Regular	0.00	150.00	44947
0087	Contractor's Welding, Inc.	09/16/2015	Regular	0.00	70.00	44948
0113	Erb Equipment Company, Inc.	09/16/2015	Regular	0.00	73.80	44949
2173	Family Support Payment Center	09/16/2015	Regular	0.00	400.00	44950
2173	Family Support Payment Center	09/16/2015	Regular	0.00	250.00	44951
2173	Family Support Payment Center	09/16/2015	Regular	0.00	213.70	44952
0171	FedEx Office	09/16/2015	Regular	0.00	6.41	44953
0340	Fred Weber, Inc.	09/16/2015	Regular	0.00	240.60	44954
0125	GFOA of Missouri	09/16/2015	Regular	0.00	95.00	44955
0595	GO2 Partners	09/16/2015	Regular	0.00	175.75	44956
0135	Grainger	09/16/2015	Regular	0.00	22.86	44957
1763	Konica Minolta Business Solutions U	09/16/2015	Regular	0.00	110.85	44958
0197	Metropolitan St. Louis Sewer District	09/16/2015	Regular	0.00	2,198.88	44959
2712	Midwest Sheet Music	09/16/2015	Regular	0.00	352.80	44960
0182	Missouri Lawyers Media	09/16/2015	Regular	0.00	62.64	44961
2041	MO Police Chiefs Charitable Founda	09/16/2015	Regular	0.00	60.00	44962
1108	MPS Industries	09/16/2015	Regular	0.00	134.75	44963
2540	NAPA Auto Parts	09/16/2015	Regular	0.00	57.17	44964
2079	Ozarc/Gas Equipment & Supply, Inc.	09/16/2015	Regular	0.00	21.50	44965
2494	Pace Properties, LLC	09/16/2015	Regular	0.00	5,503.76	44966
1344	S & S Worldwide, Inc.	09/16/2015	Regular	0.00	218.94	44967
2245	Scott Laytham	09/16/2015	Regular	0.00	600.00	44968
2714	Sheraton Kansas City Hotel at Crowr	09/16/2015	Regular	0.00	395.49	44969
2714	Sheraton Kansas City Hotel at Crowr	09/16/2015	Regular	0.00	527.32	44970
0291	Simpson Construction Material, LLC	09/16/2015	Regular	0.00	369.32	44971
2406	St. Louis Area CIT Program	09/16/2015	Regular	0.00	50.00	44972
0601	St. Louis County Treasurer	09/16/2015	Regular	0.00	600.00	44973
0324	Terrafil Incorporated	09/16/2015	Regular	0.00	816.00	44974
2516	The UPS Store #5061	09/16/2015	Regular	0.00	12.13	44975
0310	Treasurer, St. Louis County	09/16/2015	Regular	0.00	95.35	44976
2269	Truck Centers, Inc.	09/16/2015	Regular	0.00	287.48	44977
0337	Valley Material	09/16/2015	Regular	0.00	4,284.40	44978

Agenda Item 7a

Packet: APPKT00791-Check Run - 20150916

Check Register

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1856	Western Oil, Inc.	09/16/2015	Regular	0.00	293.43	44979

Bank Code APBNK Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	57	45	0.00	23,091.10
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	57	45	0.00	23,091.10



Manchester, MO

Board Approval Report

By Vendor Name

Payment Dates 9/6/2015 - 9/12/2015

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/09/2015	03410-04013 - 9/3/15	Lighting Service - 8/01-9/01/15	Lighting Service - 8/01-9/01/15	Street Lighting	10-470-4236	09/03/2015	19,620.96
Vendor: 1029 - Aramark Uniform Services							Vendor 0009 - Ameren Missouri Total: 19,620.96
09/09/2015	452-0166473	Uniforms Cleaned, Mats & Shop towels, Mats- 9/2/15	Mats - 9/2/15	Uniforms & Equipment	10-460-4160	09/02/2015	9.50
09/09/2015	452-0166473	Uniforms Cleaned, Mats & Shop towels, Mats- 9/2/15	Uniforms Cleaned - 9/2/15	Uniforms & Equipment	10-470-4160	09/02/2015	106.66
09/09/2015	452-0166473	Uniforms Cleaned, Mats & Shop towels, Mats- 9/2/15	Mats & Shop towels - 9/2/1	Building - Maintenance & Re	10-470-4295	09/02/2015	33.95
09/10/2015	452-89907670 - 7/15/15	Uniforms cleaned, Mats & shop towels Mats -7/15/15	Mats - 7/15/15	Uniforms & Equipment	10-470-4160	08/01/2015	9.50
09/10/2015	452-89907670 - 7/15/15	Uniforms cleaned, Mats & shop towels Mats -7/15/15	Uniforms cleaned - 7/15/15	Uniforms & Equipment	10-470-4160	08/01/2015	63.11
09/10/2015	452-89907670 - 7/15/15	Uniforms cleaned, Mats & shop towels Mats -7/15/15	Mats & shop towels - 7/15/1	Building - Maintenance & Re	10-470-4295	08/01/2015	33.95
Vendor: 2025 - Barco Municipal Products, Inc.							Vendor 1029 - Aramark Uniform Services Total: 256.67
09/09/2015	IN-216857	(2) 12/24 LED Warning strobe lights - Truck 115	(2) 12/24 LED Warning strobe lights - Truck 115	Vehicle - Maintenance & Rep	10-470-4285	08/14/2015	152.56
Vendor: 0047 - Barnes Care							Vendor 2025 - Barco Municipal Products, Inc. Total: 152.56
09/09/2015	00476133-00	Pre-employment Testing - F. Novy	Pre-employment Testing - F. Novy	Recruitment/Employment	10-420-4157	08/19/2015	151.000
Vendor: 0040 - Batteries Plus Bulbs, LLC							Vendor 0047 - Barnes Care Total: 151.00
09/09/2015	270-373549	(2) 7.4V Li Ion Batteries	(2) 7.4V Li Ion Batteries	Field Supplies	10-440-4220	08/11/2015	45.98
Vendor: 1037 - Canon Financial Services, Inc.							Vendor 0040 - Batteries Plus Bulbs, LLC Total: 45.98
09/09/2015	15205534	Graphics Equip. Lease - 8/1-8/31/15, Usage - July	Graphics Equip. Lease - 8/1-8/31/15, Usage - July	Equipment Rental	10-425-4280	08/13/2015	149.25
Vendor: 2290 - CDD, LLC							Vendor 1037 - Canon Financial Services, Inc. Total: 149.25
09/09/2015	9111017474	Document shredding service Police - 6/15/15	Document shredding service Police - 6/15/15	Equipment - Maintenance &	10-425-4290	08/08/2015	37.44

Board Approval Report

Agenda Item **2a**

Payment Dates: 9/6/2015 - 9/12/2015

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/09/2015	9111017475	Document shredding service - City Hall - 7/6/15	Document shredding service - City Hall - 7/6/15	Equipment - Maintenance &	10-425-4290	08/08/2015	60.17
09/09/2015	9111017476	Document shredding service - Police - 7/13/15	Document shredding service - Police - 7/13/15	Equipment - Maintenance &	10-425-4290	08/08/2015	37.44
09/09/2015	9111017477	Document shredding service - City Hall - 8/3/15	Document shredding service - City Hall - 8/3/15	Equipment - Maintenance &	10-425-4290	08/03/2015	44.77
Vendor: 2455 - Charter Communications							179.77
09/09/2015	8/17/15-8345780320194701	Charter cable service - August	Charter cable service - August	Dues & Subscriptions	10-440-4260	08/17/2015	118.80
Vendor: 0073 - City Lighting Products							118.80
09/09/2015	5864687	(3)NEP LED N148035730E40 Lamps for Manch.Rd. Light	(3)NEP LED N148035730E40 Lamps for Manch.Rd. Light	Streets - Maintenance & Rep	10-470-4310	08/18/2015	409.50
Vendor: 0087 - Contractor's Welding, Inc.							409.50
09/09/2015	81838	Remove bolt from mower head, 1/2"x20" material	Remove bolt from mower head, 1/2"x20" material	Equipment - Maintenance &	10-460-4290	08/17/2015	146.74
Vendor: 0090 - County Treasurer - St. Louis Co.							146.74
09/09/2015	Aug. '15 Dom. Viol. Collectio	Domestic Violence Collections Pmt - August	Domestic Violence Collections Pmt - August	Domestic Violence DV	10-540-5430	08/31/2015	452.00
Vendor: 0094 - Dale Sign Service							452.00
09/09/2015	123473	(7)24"x12" signs - Citizen of the year, Grand Marshal	(7)24"x12" signs - Citizen of the year, Grand Marshal	Public Relations	65-465-4170	08/18/2015	154.00
Vendor: 1301 - Deep Klean and Maintenance, LLC							154.00
09/09/2015	MC/08/15	Janitorial cleaning services - August	Janitorial cleaning services - August	Building - Maintenance & Re	10-470-4295	09/01/2015	1,850.00
Vendor: 2550 - Dharma Trading Co.							1,850.00
09/09/2015	1634233	(10)Asst Fiber reactive Dye, Soda Ash Fixer- 10 lb	(10)Asst Fiber reactive Dye, Soda Ash Fixer- 10 lb	Program Supplies	10-460-4210	08/19/2015	107.01
Vendor: 2623 - Employee Expense Reimbursement							107.01
09/09/2015	R. Baker - MML Bd. Exp.	Reimb. to R. Baker - MML Bd of Dir. Mtg-8/21-22/15	Reimb. to R. Baker - MML Bd of Dir. Mtg-8/21-22/15	Travel/Meetings	10-420-4175	09/08/2015	313.53
Vendor: 0113 - Erb Equipment Company, Inc.							313.53
09/09/2015	84847	(4) Hydraulic hose O-Rings - JD 401K Backhoe	(4) Hydraulic hose O-Rings - JD 401K Backhoe	Vehicle - Maintenance & Rep	10-470-4285	08/18/2015	5.94
Vendor 0113 - Erb Equipment Company, Inc. Total:							5.94

Board Approval Report

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Payment Dates: 9/6/2015 - 9/12/2015	Amount
09/09/2015	1033 - GFOA of St. Louis Lunch/Mtg. - 9/8/15	G.F.O.A. Lunch/Meeting - 9/8/15 - C. Sweeney	G.F.O.A. Lunch/Meeting - 9/8/15 - C. Sweeney	Travel/Meetings	10-430-4175	08/11/2015		15.00
Vendor: 0137 - Grimco Inc.								
09/09/2015	13155751-01	15"x50 yd Blk unpunched, 15"x50 yd Grass Grn Film	15"x50 yd Blk unpunched, 15"x50 yd Grass Grn Film	Program Supplies	10-460-4210	08/19/2015	Vendor 1033 - GFOA of St. Louis Total:	15.00
09/09/2015	13155751-02	24"x50 yd Lem. Yellow Film	24"x50 yd Lem. Yellow Film	Program Supplies	10-460-4210	08/19/2015		155.10
09/09/2015	13155751-03	Die cut hook & loop 23" Length, 10 pk	Die cut hook & loop 23" Length, 10 pk	Program Supplies	10-460-4210	08/19/2015		128.96
09/09/2015	13155751-04	RTape & Film	24"x 50 yds Black Film	Program Supplies	10-460-4210	08/20/2015		24.40
09/09/2015	13155751-04	RTape & Film	24 x 100 RTape Premask	Program Supplies	10-460-4210	08/20/2015		117.32
09/09/2015	13155751-04	RTape & Film	14 x 100 Yd RTape Premask	Program Supplies	10-460-4210	08/20/2015		152.06
09/09/2015	13155751-04	RTape & Film	24" x 50 Yds Dk Red Film	Dues & Subscriptions	10-460-4260	08/20/2015		221.75
09/09/2015	13155751-05	15" x 50 Yd, Lem Yellow unpunched, 15"x50 Yd Dk Red unpunched	15" x 50 Yd, Lem Yellow unpunched, 15"x50 Yd Dk Red unpunched	Program Supplies	10-460-4210	08/20/2015		128.96
								162.86
Vendor 0137 - Grimco Inc. Total:								1,091.41
09/09/2015	1222603-IN	(12) Cases 53652 .40 180gr. TMJ Training Ammo	(12) Cases 53652 .40 180gr. TMJ Training Ammo	Field Supplies	10-440-4220	08/26/2015		2,628.00
Vendor: 1315 - Homecoming Drawing Award (Eagle Bank Contrib.)								
09/09/2015		Drawing Award from Eagle Bank Contrib.	Drawing Award from Eagle Bank Contrib.	Homecoming Donation	65-565-5685	09/02/2015	Vendor 0890 - Gulf States Distributors Total:	2,628.00
Vendor: 2496 - Homecoming Drawing Award Lakeside Academy Donation								
09/09/2015		HC Drawing Award - Lakeside Child. Academy donation	HC Drawing Award - Lakeside Child. Academy donation	Homecoming Donation	65-565-5685	09/02/2015		100.00
09/10/2015		Homecoming drawing award - Commerce Bank Donation	Homecoming drawing award - Commerce Bank Donation	Homecoming Donation	65-565-5685	09/10/2015		300.00
Vendor 2496 - Homecoming Drawing Award Total:								400.00
09/09/2015		HC Drawing Award - Schrader Funeral Home Don	HC Drawing Award - Schrader Funeral Home Don	Homecoming Donation	65-565-5685	09/02/2015		250.00
Vendor: 2497 - Homecoming Drawing Award Uncle Bill's Donation								
09/09/2015		HC Drawing Award from Uncle Bill's Donation	HC Drawing Award from Uncle Bill's Donation	Homecoming Donation	65-565-5685	09/02/2015		200.00
Vendor 2721 - Homecoming Drawing Award Total:								200.00

Agenda Item

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Board Approval Report

Agenda Item

Payment Dates: 9/6/2015 - 9/12/2015

Account Number

Amount

Post Date

Account Name

Description (Payable)

Description (Item)

Payable Number

Vendor: 1031 - Horner & Shifrin, Inc.

09/09/2015

6

3,899.95

08/21/2015

Concrete Street Replacemen

Progress billing - Henry Rd. Project - 7/1-7/31/1

Vendor 1031 - Horner & Shifrin, Inc. Total:

3,899.95

Vendor: 0153 - Industrial Soap

09/09/2015

969293

264.50

08/14/2015

Building - Maintenance & Re

(5) Rolls Polyliner 33x39 Blk

Vendor 0153 - Industrial Soap Total:

264.50

Vendor: 0803 - J. M. Marschuetz Construction Co.

09/09/2015

0007412-IN

64,289.82

08/31/2015

Concrete Street Replacemen

2015 Concrete Street Slab Replacement Project

Vendor 0803 - J. M. Marschuetz Construction Co. Total:

64,289.82

Vendor: 2022 - Just Me Apparel

09/09/2015

2015.08.18DARE

192.50

08/18/2015

Public Relations

(35) Navy T-shirts - DARE program

Vendor 2022 - Just Me Apparel Total:

192.50

Vendor: 0168 - Kelly's Engraving & Trophies

09/10/2015

6892

262.50

09/02/2015

Public Relations

Business of the 'Year, Citizen of the Year Plaques

Vendor 0168 - Kelly's Engraving & Trophies Total:

262.50

Vendor: 1148 - Lawn Systems, Inc.

09/10/2015

136899

365.00

09/03/2015

Streets - Maintenance & Rep

Rnd 5 Fertilizer Applied - Hwy 141/Manchester Rd.

Vendor 1148 - Lawn Systems, Inc. Total:

365.00

Vendor: 0183 - Leon Uniform

09/09/2015

351982

46.85

08/04/2015

Uniforms & Equipment

Leon 5 Star Cap w/ exp. strap - M. Ahal

Vendor 0183 - Leon Uniform Total:

46.85

Vendor: 0183 - Leon Uniform

09/09/2015

355921

196.45

08/04/2015

Uniforms & Equipment

S/S Polo- BL- Johnson, Roybal, Priest, Trouser-Fierc

Vendor 0183 - Leon Uniform Total:

196.45

Vendor: 0183 - Leon Uniform

09/09/2015

357494

107.90

08/04/2015

Uniforms & Equipment

Velcro front gun belt w/basket - D. West

Vendor 0183 - Leon Uniform Total:

107.90

Vendor: 0183 - Leon Uniform

09/09/2015

357495

69.00

08/04/2015

Uniforms & Equipment

(2) Big Easy Wedge - inflatabl

Vendor 0183 - Leon Uniform Total:

69.00

Vendor: 1087 - Menards

09/09/2015

43428

11.82

08/14/2015

Parks-Maintenance & Repair

(6) Wasp & Hornet Spray

Vendor 1087 - Menards Total:

11.82

Vendor: 1087 - Menards

09/09/2015

44423

14.34

08/31/2015

Building - Maintenance & Re

(6) 2x4x8' Stud - for wall repair at Pub. wks bldg

Vendor 1087 - Menards Total:

14.34

Vendor: 1087 - Menards

09/09/2015

44757

10.54

09/04/2015

Building - Maintenance & Re

(2) Dk Gray Prof. Spray Rustoleum

Vendor 1087 - Menards Total:

10.54

Vendor: 1087 - Menards

09/09/2015

44757

36.70

09/04/2015

Building - Maintenance & Re

(2) Dk Gray Prof. Spray Rustoleum

Vendor 1087 - Menards Total:

36.70

Board Approval Report

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Payment Dates: 9/6/2015 - 9/12/2015	Amount
09/09/2015	243054 - #15709	Gold Shield Support Plan Service	Gold Shield Support Plan Service	Equipment - Maintenance & Service	10-425-4290	09/01/2015		450.00
Vendor: 0223 - Missouri Dept. Of Revenue - County Tax Section								
09/09/2015	Aug. '15 CVC Collections	CVC Collections Pmt - August	CVC Collections Pmt - August	Crime Victim Compensation	10-540-5420	08/31/2015		1,610.25
Vendor: 2388 - Missouri Division of Fire Safety								
09/09/2015	E15-65121	Elevator Certificate - Police Facility	Elevator Certificate - Police Facility	Building - Maintenance & Re	10-470-4295	08/20/2015		25.00
Vendor: 2041 - MO Police Chiefs Charitable Foundation								
09/09/2015	2015-16 Dues-T. Walsh	MO Police Chief's 2015-16 Dues - T. Walsh	MO Police Chief's 2015-16 Dues - T. Walsh	Dues & Subscriptions	10-440-4260	08/03/2015		200.00
Vendor: 1330 - National Diamond Enterprises								
09/09/2015	048868	(8) 18" Prem. Concrete blades, (2) Laser Clamshell	(8) 18" Prem. Concrete blades, (2) Laser Clamshell	Concrete Street Replacements	50-470-6310	08/14/2015		2,453.46
Vendor: 0141 - Patrick R. Gunn								
09/09/2015	Excess Retainer - Aug 2015	Excess Retainer - City Atty - August	Excess Retainer - City Atty - August	Professional Fees	10-420-4165	09/01/2015		5,181.73
Vendor: 1192 - Petty Cash by Bob Ruck								
09/09/2015	Aug. 2015 Reimb.	CDL Permit - F. Novy	CDL Permit - F. Novy	Miscellaneous	10-470-4325	08/31/2015		32.50
Vendor: 0268 - Praxair Distribution Inc.								
09/09/2015	53627711	Cylinder Rental - August	Cylinder Rental - August	Equipment Rental	10-470-4280	08/28/2015		32.50
Vendor: 1291 - R.L. Mueller National Dist. Inc.								
09/09/2015	98171	Concession Supplies	2 lb food tray, 12 oz & 16 oz cups, spoonstraws	Concession Supplies	10-450-4230	08/18/2015		136.80
09/09/2015	98171	Concession Supplies	Snickers,M&M Plain,Starburst,	Concession Supplies	10-450-4230	08/18/2015		123.20
09/09/2015	98171	Concession Supplies	Catsup,Cotton Candy	Concession Supplies	10-450-4230	08/18/2015		110.20
09/09/2015	98171	Concession Supplies	Fries, Nacho chips, Jalapeno Cheese Sauce	Concession Supplies	10-450-4230	08/18/2015		245.50
09/09/2015	98171	Concession Supplies	NY Pretzels, Beef Franks, Chick. Breast Strips	Concession Supplies	10-450-4230	08/18/2015		615.70
Vendor: 1291 - R.L. Mueller National Dist. Inc. Total:								

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Board Approval Report

Payment Dates: 9/6/2015 - 9/12/2015

Agenda Item

Amount

Post Date

Account Number

Account Name

Description (Item)

Description (Payable)

Payable Number

Vendor: 0897 - Reliance Automotive, Inc.

Vendor: 0285 - Sam's Club / GEFC

Vendor 0897 - Reliance Automotive, Inc. Total:

Vendor 0285 - Sam's Club / GEFC Total:

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/09/2015	10 259502	(4) Lamp wiring harness - Police interceptor cars	(4) Lamp wiring harness - Police interceptor cars	Vehicle - Maintenance & Rep	10-470-4285	07/08/2015	46.49
09/09/2015	10 024691	Returned (4) Lamp wiring harness - Police intercept (10) Mini lamp, (12) Freon, (12) oil filter	Returned (4) Lamp wiring harness - Police intercept (10) Mini lamp, (12) Freon, (12) oil filter	Vehicle - Maintenance & Rep	10-470-4285	07/08/2015	-53.45
09/09/2015	12779			Vehicle - Maintenance & Rep	10-470-4285	08/26/2015	177.48
Vendor: 0285 - Sam's Club / GEFC							170.52
09/09/2015	002526 - Walmart	Asst. Ice Cream for National Night Out	Asst. Ice Cream for National Night Out	Public Relations	10-440-4170	08/04/2015	29.40
09/09/2015	00422	(3) Cases Bottled Water	(3) Cases Bottled Water	Miscellaneous	10-470-4325	08/24/2015	10.14
09/09/2015	00597	(6) Classic roast coffee	(6) Classic roast coffee	Office Supplies	10-440-4215	08/18/2015	65.88
09/09/2015	03140	Pom Tissue	Pom Tissue	Field Supplies	10-450-4220	08/28/2015	16.98
09/09/2015	04482	Soda, Forks, Towels, 10" Plates	Soda, Forks, Towels, 10" Plates	Office Supplies	10-470-4215	08/17/2015	40.31
09/09/2015	04482	Soda, Forks, Towels, 10" Plates	Soda for machines	Miscellaneous	10-470-4325	08/17/2015	5.98
09/09/2015	05020	Returned (6) 5' Benches	Returned (6) 5' Benches	Recreation Supplies	10-460-4225	08/28/2015	-161.88
09/09/2015	06700	Concession supplies	(2) DumDums, Oven cleaner, 12 oz cups, Hvy Dty Plate	Concession Supplies	10-450-4230	08/06/2015	54.36
09/09/2015	06700	Concession supplies	(20) Hot dog buns, (3) Frying oil, (3) Playtime	Concession Supplies	10-450-4230	08/06/2015	138.51
09/09/2015	06901	(2) Pkg 10" Plates	(2) Pkg 10" Plates	Office Supplies	10-470-4215	08/26/2015	23.72
09/09/2015	07215	(2) 13 Gal. Trash Bags	(2) 13 Gal. Trash Bags	Building - Maintenance & Re	10-470-4295	08/27/2015	25.92
09/09/2015	08517	Windex Glass Cleaner	Windex Glass Cleaner	Building - Maintenance & Re	10-470-4295	08/03/2015	10.38
09/09/2015	08718	(6) Cases Soda for Machines	(6) Cases Soda for Machines	Miscellaneous	10-470-4325	08/04/2015	44.48
09/09/2015	09067	(2) Cases Bottled Water	(2) Cases Bottled Water	Miscellaneous	10-470-4325	08/06/2015	6.76
09/09/2015	09552	(8) 5' Bench, (8) Hot Dog Buns, Nitrite GLO	(8) Hot Dog Buns	Concession Supplies	10-450-4230	08/24/2015	20.64
09/09/2015	09552	(8) 5' Bench, (8) Hot Dog Buns, Nitrite GLO	(8) 5' Bench, Nitrite GLO	Recreation Supplies	10-460-4225	08/24/2015	225.82
09/09/2015	Annual Member Fee	Annual Sam's Club Membership Fee	Annual Sam's Club Membership Fee	Dues & Subscriptions	10-430-4260	08/21/2015	45.00
09/09/2015	Annual Member Fee	Annual Sam's Club Membership Fee	Annual Sam's Club Membership Fee	Dues & Subscriptions	10-440-4260	08/21/2015	45.00
09/09/2015	Annual Member Fee	Annual Sam's Club Membership Fee	Annual Sam's Club Membership Fee	Dues & Subscriptions	10-460-4260	08/21/2015	90.00
09/09/2015	Annual Member Fee	Annual Sam's Club Membership Fee	Annual Sam's Club Membership Fee	Dues & Subscriptions	10-470-4260	08/21/2015	90.00
Vendor 0285 - Sam's Club / GEFC Total:							827.40

Board Approval Report

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Payment Dates: 9/6/2015 - 9/12/2015	Amount
09/09/2015	6226109	(2.0) Tons COMM Asphalt - ticket #42059	(2.0) Tons COMM Asphalt - ticket #42059	Streets - Maintenance & Rep	10-470-4310	08/17/2015		87.00
Vendor: 0291 - Simpson Construction Material, LLC Total: 87.00								
09/09/2015	IN-000278534	Blk Laserjet Cartridge, Magenta Toner, Blk Toner	Blk Laserjet Cartridge, Magenta Toner, Blk Toner	Office Supplies	10-440-4215	08/06/2015		243.91
Vendor: 2038 - Southern Computer Warehouse Total: 243.91								
09/09/2015	351343	(1) Load Yard Waste to Composting Site	(1) Load Yard Waste to Composting Site	Parks-Maintenance & Repair	10-460-4312	08/18/2015		100.00
Vendor: 0449 - St. Louis Composting, Inc. Total: 100.00								
09/09/2015	2015-16 Contin. Ed. Plan	2015-16 Police Academy Continuing Ed Tuition Plan	2015-16 Police Academy Continuing Ed Tuition Plan	Training	10-440-4130	08/20/2015		5,700.00
Vendor: 0308 - St. Louis County & Muni. Police Academy Total: 5,700.00								
09/09/2015	4005758895	5.0 CF Medium Box Disposal	5.0 CF Medium Box Disposal	Miscellaneous	10-440-4325	08/17/2015		160.00
Vendor: 1190 - Stericycle, Inc. Total: 160.00								
09/09/2015	60390	2nd Quarter underground basin inspection - PD Construction Inspection Services North Channel B	2nd Quarter Underground Basin Inspection - PD Construction Inspection Services North Channel B	Building - Maintenance & Re	10-470-4295	09/01/2015		500.00
Vendor: 2350 - Stock & Associates Consulting Engineers, Inc. Total: 500.00								
09/09/2015	000005011	(3) Loads Clean Fill to Landfill	(3) Loads Clean Fill to Landfill	Concrete Street Replacemen	50-470-6310	08/17/2015		144.00
09/09/2015	000005044	(2) Loads Clean Fill to Landfill	(2) Loads Clean Fill to Landfill	Concrete Street Replacemen	50-470-6310	08/18/2015		96.00
Vendor: 0324 - Terrafl Incorporated Total: 240.00								
09/10/2015	2248-090215	Full page color Ad- Homecoming less trade credit)	Full page color Ad- Homecoming (less trade credit)	Newspaper Notices	65-465-4185	09/01/2015		925.00
Vendor: 2129 - The Newsmagazine Network Total: 925.00								
09/09/2015	244241	(36) Passenger tires to recycling	(36) Passenger tires to recycling	Waste Management Progra	10-470-4360	09/04/2015		54.00
Vendor: 0328 - Tire Shredders Unlimited Total: 54.00								
09/10/2015	T08301500094005	(4) House Inspections	(4) House Inspections	Professional Fees	10-475-4165	08/31/2015		381.40
Vendor: 0310 - Treasurer, St. Louis County Total: 381.40								

Agenda Item

Board Approval Report

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/09/2015	155263	POST COM Collections Pmt. - August	POST COM Collections Pmt. - August	Post Commission Fund	10-540-5440	08/31/2015	226800
Vendor: 0331 - Treasurer-State of Missouri							
09/09/2015	155293	(18.0) Cu Yds 7 SK Meramec "C" Asphalt	(18.0) Cu Yds 7 SK Meramec "C" Asphalt	Concrete Street Replacemen	50-470-6310	08/18/2015	1,548.00
09/09/2015	155293	(12)Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Retarder	(12)Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Retarder	Concrete Street Replacemen	50-470-6310	08/19/2015	1,048.20
Vendor: 0337 - Valley Material							
09/09/2015	S27237	Repair to brush chipper	Repair to brush chipper	Equipment - Maintenance &	10-470-4290	08/18/2015	118.31
Vendor: 0338 - Vermeer Sales & Service M.I., Inc.							
09/09/2015	S27237	Repair to brush chipper	Repair to brush chipper	Vermeer Sales & Service M.I., Inc.	50-470-6310	08/19/2015	118.31
Grand Total:							2,596.24
Vendor 0331 - Treasurer-State of Missouri Total:							226800
Vendor 0337 - Valley Material Total:							118.31
Vendor 0338 - Vermeer Sales & Service M.I., Inc. Total:							118.31
Grand Total:							124,622.24



Manchester, MO

Board Approval Report

By Vendor Name

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/16/2015	Vendor: 1075 - Assembled Products Corporation 7638502	(4) Side mount Console, (4) Mounting Plate GK	(4) Side mount Console, (4) Mounting Plate GK	Vehicles	50-440-6460	08/18/2015	698.84
09/16/2015	314A73-06908624-8/25/15	Phone service 8/24-9/24/15	Phone service 8/24-9/24/15	Telephone	Vendor 1075 - Assembled Products Corporation Total:		698.84
09/16/2015	Vendor: 0047 - Barnes Care 00478553-00	Random drug testing - 8/27/15 - J. Gieselman	Random drug testing - 8/27/15 - J. Gieselman	Professional Fees	10-420-4245	08/25/2015	226.12
09/16/2015	Vendor: 0040 - Batteries Plus Bulbs, LLC 270-374716	9V Rechargeable battery for gas pump reader	9V Rechargeable battery for gas pump reader	Equipment - Maintenance &	Vendor 0299 - AT&T Total:	08/31/2015	226.12
09/16/2015	Vendor: 0050 - Blue Chip Exterminating, Inc. 771475	Gen. Pest Control Maint. - City Hall - 9/2/15	Gen. Pest Control Maint. - City Hall - 9/2/15	Building - Maintenance & Re	Vendor 0047 - Barnes Care Total:	08/25/2015	12.25
09/16/2015	Vendor: 0049 - Blue Tarp Financial, Inc. 33613048	Renewed 1 year hotline access - Northern Tool	Renewed 1 year hotline access - Northern Tool	Dues & Subscriptions	Vendor 0040 - Batteries Plus Bulbs, LLC Total:	09/02/2015	12.25
09/16/2015	Vendor: 0060 - Bussen Quarries, Inc. 174928	(16.83) Tons MSD1 Stone	(16.83) Tons MSD1 Stone	Concrete Street Replacemen	Vendor 0047 - Barnes Care Total:	09/02/2015	64.00
09/16/2015	Vendor: 2290 - CDD, LLC 9111021466	Document shredding service - Police - 9/10/15	Document shredding service - Police - 9/10/15	Equipment - Maintenance &	Vendor 0050 - Blue Chip Exterminating, Inc. Total:	08/24/2015	157.06
09/16/2015	Vendor: 2414 - Chuck's Boots 15-8101	Work Boots - B. Elliott	Work Boots - B. Elliott	Uniforms & Equipment	Vendor 0060 - Bussen Quarries, Inc. Total:	09/10/2015	39.96
					Vendor 0489 - Blue Tarp Financial, Inc. Total:	Vendor 2290 - CDD, LLC Total:	37.44
					Vendor 0060 - Bussen Quarries, Inc. Total:	Vendor 2414 - Chuck's Boots Total:	130.00
							130.00

Agenda Item 7a

Board Approval Report

Payment Date: 09/16/2015
 Payable Number: League Swim Officials
 Vendor: 0960 - City of Crestwood
 09/16/2015

Description (Payable): Swim & Dive League Swim Officials
 Description (Item): Swim & Dive League Swim Officials
 Account Name: Swim Team
 Account Number: 10-450-4231
 Post Date: 08/22/2015
 Amount: 494.60

Vendor: 1688 - CK Power Products Corp.
 09/16/2015
 Payable Number: SV1031349
 Description (Payable): Inspection Service Kohler Generator - Police Facil
 Description (Item): Inspection Service Kohler Generator - Police Facil
 Account Name: Building - Maintenance & Re
 Account Number: 10-470-4295
 Post Date: 08/21/2015
 Amount: 935.00

Vendor: 1418 - Concannon & Jaeger
 09/16/2015
 Payable Number: LG 33511
 Description (Payable): Court reporting services - Bd. of Adj. - 9/10/15
 Description (Item): Court reporting services - Bd. of Adj. - 9/10/15
 Account Name: Professional Fees
 Account Number: 10-475-4165
 Post Date: 09/11/2015
 Amount: 150.00

Vendor: 0087 - Contractor's Welding, Inc.
 09/16/2015
 Payable Number: 81862
 Description (Payable): Repair Pool Window
 Description (Item): Repair Pool Window
 Account Name: Building - Maintenance & Re
 Account Number: 10-450-4295
 Post Date: 08/24/2015
 Amount: 70.00

Vendor: 0113 - Erb Equipment Company, Inc.
 09/16/2015
 Payable Number: 85866
 Description (Payable): Hydraulic hose made for backhoe-JD 401K
 Description (Item): Hydraulic hose made for backhoe-JD 401K
 Account Name: Vehicle - Maintenance & Rep
 Account Number: 10-470-4285
 Post Date: 08/21/2015
 Amount: 73.80

Vendor: 0171 - FedEx Office
 09/16/2015
 Payable Number: 469500004336
 Description (Payable): Copy of a map
 Description (Item): Copy of a map
 Account Name: Miscellaneous
 Account Number: 10-470-4325
 Post Date: 08/21/2015
 Amount: 6.41

Vendor: 0340 - Fred Weber, Inc.
 09/16/2015
 Payable Number: 493231
 Description (Payable): (4.01) Tons COML HMA Asphalt - ticket #7146904
 Description (Item): (4.01) Tons COML HMA Asphalt - ticket #7146904
 Account Name: Streets - Maintenance & Rep
 Account Number: 10-470-4310
 Post Date: 08/26/2015
 Amount: 240.60

Vendor: 0125 - GFOA of Missouri
 09/16/2015
 Payable Number: Fall seminar - C. Sweeney
 Description (Payable): GFOA Fall Seminar Registration-C. Sweeney - Oct.16
 Description (Item): GFOA Fall Seminar Registration-C. Sweeney - Oct.16
 Account Name: Travel/Meetings
 Account Number: 10-430-4175
 Post Date: 09/15/2015
 Amount: 95.00

Vendor: 0595 - GO2 Partners
 09/16/2015
 Payable Number: 437716
 Description (Payable): (2) Boxes (500) City Letterhead
 Description (Item): (2) Boxes (500) City Letterhead
 Account Name: Office Supplies
 Account Number: 10-420-4215
 Post Date: 08/22/2015
 Amount: 175.75

Vendor: 0135 - Grainger
 09/16/2015
 Payable Number: 9826008717
 Description (Payable): (2) Qts. Air Compressor Oil
 Description (Item): (2) Qts. Air Compressor Oil
 Account Name: Equipment - Maintenance &
 Account Number: 10-460-4290
 Post Date: 08/25/2015
 Amount: 22.86

Vendor 0960 - City of Crestwood Total: 494.60
Vendor 1688 - CK Power Products Corp. Total: 2,110.00
Vendor 1418 - Concannon & Jaeger Total: 150.00
Vendor 0087 - Contractor's Welding, Inc. Total: 70.00
Vendor 0113 - Erb Equipment Company, Inc. Total: 73.80
Vendor 0171 - FedEx Office Total: 6.41
Vendor 0340 - Fred Weber, Inc. Total: 240.60
Vendor 0125 - GFOA of Missouri Total: 95.00
Vendor 0595 - GO2 Partners Total: 175.75
Vendor 0135 - Grainger Total: 22.86

Board Approval Report

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Payment Dates: 9/13/2015 - 9/19/2015	Amount
09/16/2015	9001694780	Qtrly Copier Maint. - 5/28-8/27/15	Qtrly Copier Maint. - 5/28-8/27/15	Equipment Rental	10-425-4280	08/27/2015		110.85
Vendor: 0197 - Metropolitan St. Louis Sewer District								
09/16/2015	191807	Sewer Services - 7/31-8/31/1	Sewer Services City Hall - 7/31-8/31/15	Sewer	10-420-4255	08/31/2015		39.90
09/16/2015	191807	Sewer Services - 7/31-8/31/1	Sewer Services Police Facility - 7/31-8/31/15	Sewer	10-440-4255	08/31/2015		55.95
09/16/2015	191807	Sewer Services - 7/31-8/31/1	Sewer Services Aquatic Center - 7/31-8/31/15	Sewer	10-450-4255	08/31/2015		1,924.17
09/16/2015	191807	Sewer Services - 7/31-8/31/1	Sewer Services 202 Sulphur Springs- 7/31-8/31/15	Sewer	10-460-4255	08/31/2015		72.00
09/16/2015	191807	Sewer Services - 7/31-8/31/1	Sewer Services 222 Henry Ave - 7/31-8/31/15	Sewer	10-460-4255	08/31/2015		27.06
09/16/2015	191807	Sewer Services - 7/31-8/31/1	Sewer Services St. Joseph La. - 7/31-8/31/15	Sewer	10-460-4255	08/31/2015		23.85
Vendor: 2712 - Midwest Sheet Music								
09/16/2015	36389 - 7/12/15	(5) Different Sheet music for Arts Band	(5) Different Sheet music for Arts Band	Program Supplies	85-485-4210	08/01/2015		352.80
Vendor: 0182 - Missouri Lawyers Media								
09/16/2015	10858201	Public Hearing Notice for 9/21/15 - Spec. Use Perm	Public Hearing Notice for 9/21/15 - Spec. Use Perm	Newspaper Notices	10-420-4185	09/02/2015		62.64
Vendor: 2041 - MO Police Chiefs Charitable Foundation								
09/16/2015	3071	(3) Entry Level - Self Test, POST Self Score Form	(3) Entry Level - Self Test, POST Self Score Form	Training	10-440-4130	09/02/2015		60.60
Vendor: 1108 - MPS Industries								
09/16/2015	Hvy Dty Hand Clnr	Case Cherry Scrub Plus - Heavy Duty Hand Cleaner	Cherry Scrub Plus - Heavy Duty Hand Cleaner	Building - Maintenance & Re	10-470-4295	08/27/2015		134.75
Vendor: 2540 - NAPA Auto Parts								
09/16/2015	123748	(12) Qts Engine oil - Stock	(12) Qts Engine oil - Stock	Gas & Oil	10-470-4315	08/17/2015		47.88
09/16/2015	123871	Chamsis for vehicle maint. - shop supply	Chamsis for vehicle maint. - shop supply	Vehicle - Maintenance & Rep	10-470-4285	08/18/2015		9.19
Vendor 2540 - NAPA Auto Parts Total:								
								57.17
Vendor 1108 - MPS Industries Total:								
								134.75
Vendor 0182 - Missouri Lawyers Media Total:								
								62.64
Vendor 2712 - Midwest Sheet Music Total:								
								352.80
Vendor 0197 - Metropolitan St. Louis Sewer District Total:								
								2,198.88

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Agenda Item 7a

Board Approval Report

Payment Date Payable Number
 Vendor: 2079 - Ozarc/Gas Equipment & Supply, Inc.
 09/16/2015 R00518611

Vendor: 2494 - Pace Properties, LLC
 09/16/2015 Sept. SMTDD Pmt.

Vendor: 1344 - S & S Worldwide, Inc.
 09/16/2015 8734065

09/16/2015 8734065

Vendor: 2245 - Scott Laytham
 09/16/2015 9/25/15 Performance

Vendor: 2714 - Sheraton Kansas City Hotel at Crown Center
 09/16/2015 3 Nights - M. Ottenad

09/16/2015 (4) Nights - R. Baker

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Vendor: 0291 - Simpson Construction Material, LLC
 09/16/2015 6226147

09/16/2015 6226207

Vendor: 2406 - St. Louis Area CIT Program
 09/16/2015 (2) Tickets - 9/21/15 Dinner

Vendor: 0601 - St. Louis County Treasurer
 09/16/2015 75505 - Mental Health Court

Vendor: 0324 - Terrafil Incorporated
 09/16/2015 0000005097

09/16/2015 0000005153

09/16/2015 0000005186

09/16/2015 0000005225

Appendix

Payment Dates: 9/13/2015 - 9/19/2015

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Amount
09/16/2015	R00518611	August Cylinder Rental	August Cylinder Rental	Equipment Rental	10-460-4280	08/31/2015	21,350
09/16/2015	Sept. SMTDD Pmt.	September SMTDD - Traffic light Pmt.	September SMTDD - Traffic light Pmt.	Street Light Installation or Re	Vendor 2079 - Ozarc/Gas Equipment & Supply, Inc. Total: 50-470-6560	09/11/2015	21,498
09/16/2015	8734065	Craft Supplies	Pony Beads, glitter alpha beads, sidewalk chalk	Program Supplies	Vendor 2494 - Pace Properties, LLC Total: 10-460-4210	08/20/2015	5,503.76
09/16/2015	8734065	Craft Supplies	Washable markers, Crayola Crayons	Program Supplies	10-460-4210	08/20/2015	73.96
09/16/2015	9/25/15 Performance	Scott Laytham & Karl Holmes Duo - 9/25/15 Concert	Scott Laytham & Karl Holmes Duo - 9/25/15 Concert	Program Supplies	Vendor 1344 - S & S Worldwide, Inc. Total: 10-460-4210	09/10/2015	144.98
09/16/2015	3 Nights - M. Ottenad	3 Nights lodging - MML Conf 9/20-23/15-M. Ottenad	3 Nights lodging - MML Conf 9/20-23/15-M. Ottenad	Travel/Meetings	Vendor 2245 - Scott Laytham Total: 10-410-4175	09/14/2015	600.00
09/16/2015	(4) Nights - R. Baker	4 Nights Lodging - MML Conf. 9/19-23/15 - R. Baker	4 Nights Lodging - MML Conf. 9/19-23/15 - R. Baker	Travel/Meetings	10-420-4175	09/14/2015	395.49
09/16/2015	6226147	(4.0) Tons COMM Asphalt - Ticket #42143	(4.0) Tons COMM Asphalt - Ticket #42143	Streets - Maintenance & Rep	Vendor 2714 - Sheraton Kansas City Hotel at Crown Center Total: 10-470-4310	08/20/2015	922.81
09/16/2015	6226207	(4.49) Tons COMM Asphalt - Tickets #42395, 42414	(4.49) Tons COMM Asphalt - Tickets #42395, 42414	Streets - Maintenance & Rep	10-470-4310	08/27/2015	174.00
09/16/2015	(2) Tickets - 9/21/15 Dinner	11th Ann. CIT Officers Rec. Dinner 9/21/15	11th Ann. CIT Officers Rec. Dinner 9/21/15	Business Lunch/Dinner	Vendor 0291 - Simpson Construction Material, LLC Total: 10-440-4180	09/11/2015	195.32
09/16/2015	75505 - Mental Health Court	Mental Health Court Costs - St. Louis Co.	Mental Health Court Costs (2) - St. Louis Co.	Professional Fees	Vendor 2406 - St. Louis Area CIT Program Total: 10-480-4165	08/24/2015	369.32
09/16/2015	0000005097	(1) Load Clean fill to Landfill	(1) Load Clean fill to Landfill	Concrete Street Replacemen	Vendor 0601 - St. Louis County Treasurer Total: 50-470-6310	08/20/2015	50.00
09/16/2015	0000005153	(7) Loads Clean Fill to Landfill	(7) Loads Clean Fill to Landfill	Concrete Street Replacemen	50-470-6310	08/20/2015	48.00
09/16/2015	0000005186	(3) Loads Clean Fill to Landfill	(3) Loads Clean Fill to Landfill	Concrete Street Replacemen	50-470-6310	08/24/2015	336.00
09/16/2015	0000005225	(3) Loads Clean Fill to Landfill	(3) Loads Clean Fill to Landfill	Concrete Street Replacemen	50-470-6310	08/25/2015	144.00
					50-470-6310	08/26/2015	144.00

Board Approval Report

Payment Date	Payable Number	Description (Payable)	Description (Item)	Account Name	Account Number	Post Date	Payment Dates: 9/13/2015 - 9/19/2015
09/16/2015	0000005255	(3) Loads Clean Fill to Landfill	(3) Loads Clean Fill to Landfill	Concrete Street Replacemen	50-470-6310	08/27/2015	Amount 144.00
Vendor: 2516 - The UPS Store #5061	00000015335	Shipping to return items - Police	Shipping to return items - Police	Postage	10-440-4265	08/11/2015	816.00
Vendor: 0310 - Treasurer, St. Louis County	T09061500094006	(1) House Inspection	(1) House Inspection	Professional Fees	10-475-4165	09/06/2015	12.13
Vendor: 2269 - Truck Centers, Inc.	F150251876:01	Air Filter, Fuel Filter - Truck 190	Air Filter, Fuel Filter - Truck 190	Vehicle - Maintenance & Rep	10-470-4285	08/21/2015	287.48
Vendor: 1112 - United HealthCare	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-420-4135	09/01/2015	2,880.09
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-425-4135	09/01/2015	463.92
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-430-4135	09/01/2015	1,819.70
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-440-4135	09/01/2015	30,873.67
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-460-4135	09/01/2015	4,445.34
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-470-4135	09/01/2015	10,420.48
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-475-4135	09/01/2015	1,458.03
09/14/2015	0038522222	Sept. Healthcare Premium	Sept. Healthcare Premium	Health Insurance	10-480-4135	09/01/2015	1,921.94
Vendor: 0337 - Valley Material	155307	(10.50)Cu Yds 7 Sk Meramec "C" Asphalt w/1/2% Chlo	(10.50)Cu Yds 7 Sk Meramec "C" Asphalt w/1/2% Chlo	Concrete Street Replacemen	50-470-6310	08/20/2015	919.60
09/16/2015	155386	(3.0) Cu Yds 6 SK Meramec "C" Asphalt	(3.0) Cu Yds 6 SK Meramec "C" Asphalt	Concrete Street Replacemen	50-470-6310	08/25/2015	339.00
09/16/2015	155420	(25.0) Cu Yds 7 SK Meramec "C" Asphalt	(25.0) Cu Yds 7 SK Meramec "C" Asphalt	Concrete Street Replacemen	50-470-6310	08/26/2015	2,150.00
09/16/2015	155445	(10) Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Chlori	(10) Cu Yds 7 SK Meramec "C" Asphalt w/1/2% Chlori	Concrete Street Replacemen	50-470-6310	08/27/2015	875.60
Vendor: 1856 - Western Oil, Inc.	Stmt 8/31/15 - #1371	Gas in Cans - August	Gas in (2) Cars - City Hall pump down	Gas & Oil	10-440-4315	09/01/2015	39.52
09/16/2015	Stmt 8/31/15 - #1371	Gas in Cans - August	Gas in Cans - August	Gas & Oil	10-460-4315	09/01/2015	175.67
09/16/2015	Stmt 8/31/15 - #1371	Gas in Cans - August	Gas in Cans - August	Gas & Oil	10-470-4315	09/01/2015	78.75
Vendor: 1856 - Western Oil, Inc. Total:							293.43
Vendor: 0337 - Valley Material Total:							4,284.14
Vendor 2516 - The UPS Store #5061 Total:							12.13
Vendor 0310 - Treasurer, St. Louis County Total:							95.35
Vendor 2269 - Truck Centers, Inc. Total:							287.48
Vendor 1112 - United HealthCare Total:							54,283.17
Vendor 0337 - Valley Material Total:							39.52
Vendor 1856 - Western Oil, Inc. Total:							76,296.53
Grand Total:							76,296.53

INTRODUCED BY ALDERMAN CLEMENT

BILL NO. 15-2232

ORDINANCE NO. 15-

AN ORDINANCE ESTABLISHING AND LEVYING THE RATE OF TAXATION UPON ALL REAL AND PERSONAL PROPERTY IN THE CITY OF MANCHESTER FOR CALENDAR YEAR 2015.

WHEREAS, by Ordinance No. 14-2094, the Board of Aldermen of the City of Manchester adopted the budget for fiscal year 2015; and,

WHEREAS, it is necessary for the City of Manchester to establish and levy a tax upon all real and personal property in the City to produce the level of revenue projected in the fiscal year 2015 budget; and,

WHEREAS, the fiscal year 2015 budget assumed the imposition of a property tax levy for general municipal purposes; and,

WHEREAS, in 2003, the City sold \$6.5 million in general obligation bonds for the construction of a new police facility, including a public meeting space; and,

WHEREAS, in 2012, the City sold \$3.215 million in general obligation bonds to refund the balance of the outstanding Series 2003 Bonds; and,

WHEREAS, the payment of principal and interest for the outstanding Series 2012 General Obligation Refunding Bonds requires the levying of a property tax for the debt service for said bonds; and,

WHEREAS, the tax rates referenced herein have been calculated and reviewed in accordance with Chapter 137 of the Revised Statutes of Missouri.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: A tax rate of Four and One Half Cents (\$0.045) per One Hundred Dollars (\$100) of assessed valuation upon all residential and commercial property in the City of Manchester is hereby established and levied for calendar year 2015 for general municipal purposes.

Section Two: A tax rate of Five Cents (\$0.050) per One Hundred Dollars (\$100) of assessed valuation shall be established and levied upon all personal property in the City of Manchester for calendar year 2015 for general municipal purposes.

Section Three: There is no tax rate levied on agricultural property, as there is no agricultural property in the City at this time.

Section Four: A tax rate of Nineteen and Three-Tenth Cents (\$0.193) per One Hundred Dollars (\$100) of assessed valuation upon all residential and commercial, as well as personal property in the City of Manchester is hereby established and levied for calendar year

INTRODUCED BY ALDERMAN CLEMENT

BILL NO. 15-2232

ORDINANCE NO. 15-

2015 for the payment of principal and interest of the outstanding Series 2012 General Obligation Refunding Bonds.

Section Five: Penalties for the failure to pay taxes based upon the aforesaid levy shall be the maximum allowed by law.

Section Six: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By: _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM

City Attorney

PUBLIC HEARING NOTICE

The Board of Aldermen of the City of Manchester will hold a public hearing at 7:00 pm continued to **September 21, 2015** at 7:00PM at Manchester Police Headquarters, 200 Highlands Blvd., at which time citizens may comment on the proposed 2015 Property Tax Levy for the City's General Operating Fund and Debt Service Fund. Specific discussion will be regarding the current year rate ceiling and voluntary rate reduction.

Assessed Valuation	2015		2014		For Information Only 2013
	2015	2014	2015	2014	
Residential Real Estate	246,489,700	236,192,950	4.4%	4.4%	235,428,710
Agricultural Real Estate	0	0	0.0%	0.0%	0
Commercial Real Estate	48,388,740	45,032,910	7.5%	7.5%	45,247,470
Personal Property	41,840,657	42,412,470	-1.3%	-1.3%	40,933,730
	<u>336,719,097</u>	<u>323,638,330</u>	4.0%	4.0%	<u>321,609,910</u>

	General Operating Fund		Debt Service Fund	
	Proposed Tax Rate General Fund	Proposed Property Tax Revenue	Proposed Tax Rate Debt Service	Proposed Property Tax Revenue
Residential Real Estate	0.045	\$ 110,920	0.193	\$ 475,725
Agricultural Real Estate	0.050	\$ -	0.193	\$ -
Commercial Real Estate	0.045	\$ 21,775	0.193	\$ 93,390
Personal Property	0.050	\$ 20,920	0.193	\$ 80,752
		<u>\$ 153,616</u>		<u>\$ 649,868</u>

Note: The Assessed Valuation, as finally equalized has not been received from St. Louis County. The final calculation has not been verified by the State Auditors Office, revenue numbers are subject to change until verification has been received.

Posted: September 11, 2015 at 3:00 PM

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO RANI, LLC, DOING BUSINESS AS DISCOUNT LIQUOR, TO OPERATE A PACKAGE LIQUOR STORE AT 701 BIG BEND ROAD, AS PROVIDED FOR IN SECTION 405.250(C)(4)(b) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER.

WHEREAS, RANI, LLC, doing business as DISCOUNT LIQUOR, has heretofore made application for a Special Use Permit to operate a package liquor store at 701 Big Bend Road (the "Property"); and,

WHEREAS, the Planning and Zoning Commission reviewed said application on August 24, 2015; and,

WHEREAS, the Planning and Zoning Commission did, after due consideration, recommend to the Board of Aldermen of the City of Manchester the granting of said Special Use Permit for the Property; and,

WHEREAS, the Board of Aldermen did, on the 21st day of September, 2015, after publication of notice as required by the laws of the State of Missouri and the Ordinances of the City of Manchester, hold a public hearing all in accordance with the provisions of Section 405.550 (D) of the Code of Ordinances of the City of Manchester, and after conducting said public hearing did take the proposed Special Use Permit under advisement; and,

WHEREAS, the Board of Aldermen of the City of Manchester, having fully considered the recommended Special Use Permit, does find that the proposed use would not substantially increase traffic hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, would not overtax public utilities, and the Board of Aldermen does further find that the proposed use is in the best interest of the public welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: A Special Use Permit is hereby granted to RANI, LLC, doing business as DISCOUNT LIQUOR (sometimes referred to herein as "Holder"), to use the property at 701 Big Bend Road for the operation of a package liquor store, as provided in Section 405.250(C)(4)(b) of the Code of Ordinances of the City of Manchester.

Section Two: Holder, by accepting and acting under this Special Use Permit, acquiesces and accepts same subject to the reservations, conditions and restrictions which are made a part hereof, and said Holder, by said action, does agree that any time such requirements are not met, this Special Use Permit may be revoked and terminated, and does further agree that it, its successors and assigns, shall be held to have acquired no special rights, privileges, or

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

immunities by virtue of proceeding to expend money, time or effort in the construction, improvement or maintenance of land herein described and for which this Special Use Permit is granted.

Section Three: The Special Use Permit granted hereunder shall be deemed to have been abandoned one (1) year after the date of the adoption of this Ordinance unless Holder has received from the City of Manchester a business license or its equivalent within such year; except that, for reasonable cause, the Board of Aldermen for the City of Manchester may grant one (1) or more extensions of time for additional periods not exceeding ninety (90) days for each such extension within which period such holder shall receive a business license or its equivalent.

Section Four: This Special Use Permit shall be non-assignable without the expressed consent of the City of Manchester and is contingent upon the compliance with the Code of Ordinances of the City of Manchester, the Zoning Ordinance of the City, all applicable building codes, fire codes and other governmental regulations.

Section Five: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law but is expressly subject to the continuous and ongoing satisfaction of the following specific conditions:

1. Holder's strict compliance with all applicable Federal, State and City of Manchester statutes and ordinances.
2. Holder permitting access to the Property by the City of Manchester at all times requested so as to confirm compliance under Paragraph 1 of this Section Five.

PASSED AND APPROVED THIS ____ DAY OF SEPTEMBER, 2015

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

I, Venkat Nagila, Manager of RANI, LLC, doing business as DISCOUNT LIQUOR, do hereby accept, on behalf of RANI, LLC, doing business as DISCOUNT LIQUOR, the foregoing Special Use Permit from the City of Manchester upon the terms and conditions above stated, and acknowledge the intention and obligation of RANI, LLC, doing business as DISCOUNT LIQUOR to fully comply with the terms and conditions of the aforementioned Special Use Permit.

Dated this _____ day of _____, 2015.

RANI, LLC, d/b/a DISCOUNT LIQUOR

By _____
Venkat Naglia, Manager

**CITY OF MANCHESTER
PLANNING AND ZONING DEPARTMENT
STAFF REPORT**

Project Information

August 24, 2015

Case: #15-SUP-013
Applicant: Rani, LLC dba Discount Liquors
Activity: Special Use Permit to operate a package liquor retail store
Zoning District: C-2 Commercial District
Address: 701 Big Bend Road

Background

The petitioner is seeking a Special Use Permit to re-locate his business from one suite in the Treetop Commercial Center to another suite within the same center. The owner has not yet obtained a Special Use Permit and City staff became aware of this fact when the petitioner came in seeking information for moving his business to a new location. This business, under its current ownership, has been in operation since 2011. Discount Liquors was owned by another owner that ran the business in its current location at 653 Big Bend Road since 2006.

The space that the petitioner wishes to move into is at 701 Big Bend Road near the end cap on the east side of the commercial center. The tenant space is 1,260 sq. ft. in size. The petitioner does not plan to do any interior building work outside of the installation of coolers and shelving. All tenants of the commercial space have access to the open parking in the center. There are approximately 284 parking spaces available which are situation in the center of commercial property facing Big Bend Road.

Attached is a copy of the Special Use Permit application form, a letter of intent from the business owner, a site plan of the interior of the tenant space, a site plan showing parking configuration, a map showing the subject property and its zoning, and photos of the property.

Staff Comments

In the C-2 Commercial District, a retail store with the sale of package liquor is allowed only by Special Use Permit. It appears that when the business first came into the City such a permit was never issued and therefore, is now required due to the petitioner's desire to move to a new location within the City.

No interior changes will be made so it does not appear that any building permits would be required for the space besides the potential need for an electrical permit for the installation of electrical cooler.

It is the Department's belief that this use will not substantially increase traffic hazards or congestion. Additionally, the use will not adversely affect the character of the neighborhood, the general welfare of the community, or the public health and safety as this use has been within our City for some time already. This use will also not overtax the public utilities. Due to these considerations, Staff recommends a favorable recommendation of this Special Use Permit application.



APPLICATION FOR SPECIAL USE PERMIT

City of Manchester, 14318 Manchester Rd., Manchester, MO 63011

Ph: 636 227 1385, Ext. 107; Fax: 636 821 8099

Every application submitted to the Planning and Zoning Commission for review and approval must contain the following:

- A non-refundable fee of \$300.
- Twenty (20) copies of:
 - o A plot survey/sketch/site plan, to scale and showing lot/property in question.
 - o A letter of intent describing the proposed use of the Special Use Permit. Description can include (but is not limited to) the nature of the business, hours of operation, number of employees, etc.
 - o Information on the number of parking spaces assigned to the space.
 - o Any other pertinent information for the Commission to review with your application.
- Completed application with name of applicant (or their representative) that will appear before the Commission and Board.

An incomplete application may result in your case being postponed to another future Commission meeting.

PLEASE PRINT

PROPERTY OWNER	GERSHMAN Commercial Real Estate		
ADDRESS	7801 forsyth, 3rd floor, St. Louis, MO-63105.		
PHONE	314-862-9400	FAX	314-854-9503.

CONTRACTOR/ APPLICANT NAME	NAGILA VENKATESWARLU		
COMPANY NAME	Ravi LLC		
ADDRESS	653 Big Bend Rd, Manchester-63021 (MO)		
PHONE/EXTENSION	636-227-4062.	FAX	
PERMIT TO BE PICKED UP BY	<input type="checkbox"/> Property Owner <input checked="" type="checkbox"/> Applicant/Contractor		

ADDRESS OF SPECIAL USE	701 Big Bend Rd, Manchester, MO-63021
LEGAL DESCRIPTION OF PROPERTY	Discount liquors. selling liquor, Beer,
LEGAL DESCRIPTION OF PROPERTY (continued)	wine, cigarettes, soda, snacks.
PROPOSED SPECIAL USE	selling of liquor, wine, beer, cigarette etc.
- EXISTING ZONING	

I hereby certify that the information contained in this application and accompanying drawings and/or plats are correct, and that I will conform to all applicable laws of the City of Manchester.

Owner/Contractor Venkateswarlu N Date 8/11/2015

PLANNING AND ZONING USE ONLY

Received by [Signature] City of Manchester Permit # 15-SUP-013
 Director, Planning and Zoning and Economic Development Fee Paid On: 8/11/15

CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
AUGUST 24, 2015**

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
Andy Hixson, City Administrator
Kimberly Fels, Recording Secretary

CASES

- A. **CASE #15-SP-009** – A request for Site Plan Approval has been made by Jacob Eldridge of Manchester 17, LLC for an outdoor patio addition at 17 Nationalway Shopping Center. The property is zoned PBD Planned Business District.
- B. **CASE #15-SUP-013** – A request for a Special Use Permit has been made by Rani, LLC dba Discount Liquors to operate a package liquor retail store at 701 Big Bend Road. The property is zoned C-2 Commercial District.
- C. **CASE #15-TXT-005** – A text amendment is proposed to Sections 405.290 of the City’s Zoning Code to modify the regulations relative to the off-street parking requirements for mixed uses in the City of Manchester.
- D. **CASE #15-TXT-006** – A text amendment is proposed to Sections 405.340 of the City’s Zoning Code to modify the regulations relative to the requirements for business signs attached to buildings in the City of Manchester.

REPRESENTATIVES OF CASES

- **Vankit Nagila**
Rani, LLC
653 Big Bend Road
Manchester, MO 63021
636-227-4062
- **Jake Eldridge & Derek Lauer**
Manchester 17, LLC
17 Nationalway Shopping Center
Manchester, MO 63011
314-600-1600
- **City Attorney Patrick Gunn**
14318 Manchester Road
Manchester, MO 63011
636-227-1385
- **City Attorney Patrick Gunn**
14318 Manchester Road
Manchester, MO 63011
636-227-1385

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of August 24, 2015 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Andy Hixson, City Administrator	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of August 10, 2015. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

4. APPROVAL OF AGENDA

Chairman Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

A. **CASE #15-SP-009** – A request for Site Plan Approval has been made by Jacob Eldridge of Manchester 17, LLC for an outdoor patio addition at 17 Nationalway Shopping Center. The property is zoned PBD Planned Business District.

Speaking for the case is owner Jake Eldridge of Manchester 17, LLC and Architect Derek Lauer of Lauer Architecture. The proposed addition is a 25 ft by 45 ft wood-framed sub-structure on concrete piers off the east side of the existing restaurant. The deck would be compiled with pressure treated wood-framing and decking of a western cedar finish. The deck would also be enclosed with a guardrail. This would be a low deck, only 18 inches off the ground. The area where the deck would be is currently on an asphalt paved, already impervious portion of the site. Therefore, there will not be any additional surfaces to the lot.

City Administrator Hixson provided staff report. The project meets and exceeds all required minimum setbacks. The staff has no objections.

Commissioner Korte asked if there was going to be sufficient parking due to the loss of 6 parking spaces to accommodate the deck. City Administrator Hixson affirmed there was enough parking. Commissioner Korte also made note that there was going to be a driveway right along one of the sides of the deck and asked if there would be a curb of some sort to eliminate someone from driving into the deck. Architect Lauer said an asphalt curb should be sufficient and possibly a landscape barrier.

Commissioner Smith questioned if there were any plans for a roof on the deck. Mr. Eldridge said he wanted to get the restaurant up and running before any additions.

Alderman Clement noted there are two single doors for access to the deck from the restaurant and questioned if this would pose a problem for traffic in and out of the restaurant. Mr. Eldridge affirmed there would be direct access to the deck from the outside. Alderman Clement also asked how many tables will be seated outside on the deck. Architect Lauer stated from his recollection there would be around 12 to 16 four-tops. Alderman Clement said outdoor seating is a good idea and suggested some foliage to soften things up.

Chairman Truesdell questioned if smoking would be permitted on the deck. Mr. Eldridge confirmed that one reason why he wanted the deck for outdoor seating was to allow smoking. Chairman Truesdell wanted to make sure there was a reasonable degree of separation between the doors into the restaurant and the smoke from the deck. Mr. Eldridge and Architect Lauer established there is a vestibule area between the doors and the seating area of the restaurant.

Commissioner Labit made the motion for approval of the site plan review on CASE #15-SP-009. Commissioner Smith seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

- B. CASE #15-SUP-013** – A request for a Special Use Permit has been made by Rani, LLC dba Discount Liquors to operate a package liquor retail store at 701 Big Bend Road. The property is zoned C-2 Commercial District.

Mr. Venkat Nagila spoke on the case. Discount Liquors is currently housed at 653 Big Bend Road and desires to move to space 701 Big Bend Road within the same building complex.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.

Commissioner Smith made the motion for approval of the Special Use Permit on CASE #15-SUP-013. 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	0

- C. CASE #15-TXT-005** –A text amendment is proposed to Sections 405.290 of the City’s Zoning Code to modify the regulations relative to the off-street parking requirements for mixed uses in the City of Manchester.

City Attorney Patrick Gunn represented this case. The current text reads 5 parking spaces per 1000 sq ft of retail sales. Many neighboring cities require 4 spaces per 1000 sq ft for retail sales (including St. Louis County). The revised reading would include 1 parking space per 250 sq ft retail space.

Chairman Truesell confirmed that the square footage was determined by actual retail space, not including storage space for merchandise. Attorney Gunn defined this is only applicable to mixed uses business.

City Attorney Patrick Gunn informed that the motivation to this amendment is to acquire more green space and to help eliminate storm water run-off.

Commissioner Korte asked how many “mixed use” businesses are in the City that this would affect. The already built businesses would not be affected. This amendment would affect new builds. This gives the potential for more green space in the future.



September 17, 2015

City of Manchester

Re: Request for Emergency Legislation

To whom it may concern,

As an agent for Treetop Associates, LLC, the ownership of Treetop Shopping Center, I would like to submit a request for emergency legislation for the special use permit for Discount Liquor on the agenda for September 21st. Discount Liquor is currently located at 653 Big Bend and is being relocated to 701 Big Bend Blvd. of Treetop Shopping Center. The tenant is required to vacate the current premises immediately, as a new tenant will be taking the space as of October 1st. Therefore Discount Liquor will not be able to operate until licensing and permitting have been approved.

I appreciate your consideration and attention to this matter.

Sincerely,

A handwritten signature in cursive script that reads 'Michelle Geringer'.

Michelle Geringer
Assistant Property Manager
(314) 746-1453 Phone
(314) 581-2047 Mobile
(314) 854-9503 Fax
mgeringer@gershman.com

Gershman Commercial Real Estate
150 N. Meramec, Suite 500
St. Louis, MO 63105

INTRODUCED BY ALDERMAN HAMILL

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE APPROVING THE CONSOLIDATION OF TWO (2) PARCELS OF PROPERTY DESCRIBED IN EXHIBIT "1" ATTACHED HERETO AND COMMONLY KNOWN AS AND NUMBERED 14224-14264 MANCHESTER ROAD IN THE CITY OF MANCHESTER, MISSOURI.

WHEREAS, the owner of certain properties within the City of Manchester has requested to consolidate such properties, such parcels being more particularly described in Exhibit "1" attached hereto and incorporated herein by reference thereto, and commonly known as and numbered 14224-14264 Manchester Road; and,

WHEREAS, such owner has, in addition, supplied to the City Engineer of the City of Manchester the following documents:

1. Certificates of Title and legal description of the properties to be consolidated, showing their location and extent, points of compass, scale of the plan, and the name of the subdivider and of the surveyor staking the lots;
2. A Certificate that all taxes due have been paid;
3. A Certificate by a surveyor or engineer stating that the lots of such consolidation will conform to the requirements of the zoning district in which they are located; and,

WHEREAS, the City Engineer of the City of Manchester has reviewed all of the said documents to determine if they are in proper order and in conformance with all of the Ordinances of the City of Manchester providing for the regulation and approval of subdivisions, and particularly in regard to the filing and approval of the final plats thereof; and,

WHEREAS, such owner has submitted to the City a consolidation plat for its review and approval.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: The consolidation of parcels of property known as and numbered 14224-14264 Manchester Road, a copy of the plat of which being attached hereto and incorporated herein by reference thereto and marked as Exhibit "2", is hereby found to be in proper order and in conformance with the Ordinances of the City of Manchester providing for the regulation and approval of subdivision, and particularly in regard to the filing and approval of final plats thereof.

INTRODUCED BY ALDERMAN HAMILL

BILL NO. 15-

ORDINANCE NO. 15-

Section Two: Nothing in this Ordinance shall, in any way, effect or discharge any obligation or responsibility imposed upon the owner by any other Ordinance of the City of Manchester concerning the consolidation of the parcels of property described in Exhibit "1" attached hereto and commonly known as and numbered 14224-14264 Manchester Road.

Section Three: The City Administrator of the City of Manchester is hereby authorized to do all things necessary to allow for the recording of the final plat attached hereto as Exhibit "2."

Section Four: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

EXHIBIT "1"

Parcel 1:

Lot A2 of the Resubdivision of Lot A of Malan Plaza, according to the plat thereof recorded in Plat Book 350 Page 108 of the St. Louis County Records

Parcel 2:

Lot B of Malan Plaza, according to the plat thereof recorded in Plat Book 209 Page 55 of the St. Louis County Records

INTRODUCED BY ALDERMAN HAMILL

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO ACADEMY, LTD., TO ENGAGE IN THE YEAR ROUND OUTDOOR STORAGE AND SALE OF PORTABLE PROPANE TANKS AT 14244-14264 MANCHESTER ROAD, AS PROVIDED FOR IN SECTION 405.240(C)(25) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER.

WHEREAS, A & R Manchester, LLC, on behalf of its tenant Academy, Ltd., has heretofore made application for a Special Use Permit to engage in the year round outdoor storage and sale of portable propane tanks at 14244-14264 Manchester Road (the "Site"); and,

WHEREAS, the Planning and Zoning Commission reviewed said application on September 14, 2015; and,

WHEREAS, the Planning and Zoning Commission did, after due consideration, recommend to the Board of Aldermen of the City of Manchester the granting of said Special Use Permit for the Property; and,

WHEREAS, the Board of Aldermen did, on the 21st day of September, 2015, after publication of notice as required by the laws of the State of Missouri and the Ordinances of the City of Manchester, hold a public hearing all in accordance with the provisions of Section 405.550 (D) of the Code of Ordinances of the City of Manchester, and after conducting said public hearing did take the proposed Special Use Permit under advisement; and,

WHEREAS, the Board of Aldermen of the City of Manchester, having fully considered the recommended Special Use Permit, does find that the proposed use would not substantially increase traffic hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, would not overtax public utilities, and the Board of Aldermen does further find that the proposed use is in the best interest of the public welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI AS FOLLOWS:

Section One: A Special Use Permit is hereby granted to Academy, Ltd. (sometimes referred to herein as "Holder") to use the property at 14244-14264 Manchester Road (the "Site") to engage in the year round outdoor storage and sale of portable propane tanks, as provided in Section 405.240(C)(25) of the Code of Ordinances of the City of Manchester. Attached hereto as Exhibit "1" is the legal description for the Site.

Section Two: Holder, by accepting and acting under this Special Use Permit, acquiesces and accepts same subject to the reservations, conditions and restrictions which are made a part hereof, and said Holder, by said action, does agree that any time such requirements are not

INTRODUCED BY ALDERMAN HAMILL

BILL NO. 15-

ORDINANCE NO. 15-

met, this Special Use Permit may be revoked and terminated, and does further agree that it, its successors and assigns, shall be held to have acquired no special rights, privileges, or immunities by virtue of proceeding to expend money, time or effort in the construction, improvement or maintenance of land herein described and for which this Special Use Permit is granted.

Section Three: The Special Use Permit granted hereunder shall be deemed to have been abandoned one (1) year after the date of the adoption of this Ordinance unless Holder has received from the City of Manchester a business license or its equivalent within such year; except that, for reasonable cause, the Board of Aldermen for the City of Manchester may grant one (1) or more extensions of time for additional periods not exceeding ninety (90) days for each such extension within which period such holder shall receive a business license or its equivalent.

Section Four: This Special Use Permit shall be non-assignable without the expressed consent of the City of Manchester and is contingent upon the compliance with the Code of Ordinances of the City of Manchester, the Zoning Ordinance of the City, all applicable building codes, fire codes and other governmental regulations.

Section Five: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law, but is expressly subject to the continuous and ongoing satisfaction of the following specific conditions:

1. Holder's strict compliance with all applicable Federal, State and City of Manchester Statutes and Ordinances
2. Holder permitting access to the Site by the City of Manchester at all times requested so as to confirm compliance under Paragraph 1 of this Section Five.

PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

| INTRODUCED BY ALDERMAN HAMILL

BILL NO. 15-

ORDINANCE NO. 15-

I, Ken Attaway, on behalf of Academy, Ltd., do hereby accept the foregoing Special Use Permit from the City of Manchester upon the terms and conditions above stated, and acknowledge Academy, Ltd.'s intention and obligation to fully comply with the terms and conditions of the aforementioned Special Use Permit.

Dated this _____ day of _____, 2015.

ACADEMY, LTD.

By _____
Ken Attaway
Executive Vice President

EXHIBIT "1"

Parcel 1:

Lot A2 of the Resubdivision of Lot A of Malan Plaza, according to the plat thereof recorded in Plat Book 350 Page 108 of the St. Louis County Records

Parcel 2:

Lot B of Malan Plaza, according to the plat thereof recorded in Plat Book 209 Page 55 of the St. Louis County Records

**CITY OF MANCHESTER
PLANNING AND ZONING DEPARTMENT
STAFF REPORT**

September 14, 2015

Project Information

Case: #15-SUP-014

Applicant: A & R Manchester, LLC

Activity: Special Use Permit to have year round outside storefront storage and sale of propane

Zoning District: C-1 Commercial

Address: 14244 – 14264 Manchester Road

Background

At all times, all propane tanks will be stored in a locked container per the provided safety specifications and only accessed by employees. The proper safety protocols and procedures will be implemented in order to insure public safety and well-being. Additionally, the year round sidewalk display of propane will not impact parking or increase traffic flow in a negative manner. No additional parking spaces other than the general parking for the site will be needed to accommodate this use. Such outdoor displays are typical of such stores and are a widely accepted common practice. No additional employees will be needed for these Sidewalk Displays and so will not be negatively impacted.

Attached is a copy of the Application, Site Plan (see Exhibit "2" at the end of the packet) and a map showing the subject property.

Staff Comments

It is the Department's belief that this use will not substantially increase traffic hazards or congestion. Additionally, the use will not adversely affect the character of the neighborhood, the general welfare of the community, or the public health and safety. This use will also not overtax the public utilities.

Staff has no objections for this Special Use Permit



APPLICATION FOR SPECIAL USE PERMIT

City of Manchester, 14318 Manchester Rd., Manchester, MO 63011 Ph: 636 227 1385, Ext. 107; Fax: 636 821 8099

Every application submitted to the Planning and Zoning Commission for review and approval must contain the following:

- A non-refundable fee of \$300.
- Twenty (20) copies of:
 - A plot survey/sketch/site plan, to scale and showing lot/property in question.
 - A letter of intent describing the proposed use of the Special Use Permit. Description can include (but is not limited to) the nature of the business, hours of operation, number of employees, etc.
 - Information on the number of parking spaces assigned to the space.
 - Any other pertinent information for the Commission to review with your application.
- Completed application with name of applicant (or their representative) that will appear before the Commission and Board.

An incomplete application may result in your case being postponed to another future Commission meeting.

PLEASE PRINT

PROPERTY OWNER	A & R Manchester, LLC		
ADDRESS	c/o Mr. Irwin Ackerman 187 Millburn Avenue, Suite 6, Millburn, New Jersey 07041		
PHONE	973-379-4150	FAX	

CONTRACTOR/ APPLICANT NAME	Stephen L. Kling, Jr.		
COMPANY NAME	Jenkins & Kling, P.C.		
ADDRESS	150 N. Meramec Avenue, Suite 400, St. Louis, MO 63105		
PHONE/EXTENSION	314-721-2525	FAX	314-721-5525
PERMIT TO BE PICKED UP BY	<input type="checkbox"/> Property Owner <input type="checkbox"/> Applicant/Contractor		

ADDRESS OF SPECIAL USE	14244-14264 Manchester Road
LEGAL DESCRIPTION OF PROPERTY	See attached Exhibit "1" for legal description.
LEGAL DESCRIPTION OF PROPERTY (continued)	
PROPOSED SPECIAL USE	Year round outside storefront storage and sale of propane.
EXISTING ZONING	Sec. 405.240(C)(25)- Warehousing, storage or wholesaling of goods, materials or merchandise other than live animals, explosives, toxic materials or flammable gas

I hereby certify that the information contained in this application and accompanying drawings and/or plats are correct, and that I will conform to all applicable laws of the City of Manchester.

Owner/Contractor Date 8/14/15

PLANNING AND ZONING USE ONLY

City of Manchester Permit # 15-SUP-014

Received by _____ Fee Paid On: 9-9-15 \$ 300

Director, Planning and Zoning and Economic Development

CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION
MEETING MINUTES
September 14, 2015

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
Andy Hixson, City Administrator
Kimberly Fels, Recording Secretary

CASES

- A. **CASE #15-SP-010** – A request for Site Plan Approval has been made by Rolwes Construction for a new home to be built at 601 Joyce Ann. The property is zoned R-1 Single Family Residential.
- B. **CASE #15-SP-011** - A request for Site Plan Approval has been made by Jenkins & Kling, P.C. on behalf of A & R Manchester, LLC at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial and is in the South Manchester Transportation Development District.
- C. **CASE #15-SUP-014** – A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have year round outside storefront storage and sale of propane at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.
- D. **CASE #15-SUP-015** - A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.
- E. **CASE #15-SUP-016** - A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have Four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.

REPRESENTATIVES OF CASES

- **Jim Rolwes**
Rolwes Construction Inc.
PO Box 454
Ballwin, MO 63022
314-230-7558
- **G.M. Stock**
Stock & Associates Consulting Engineers, Inc.
257 Chesterfield Business Parkway
St. Louis, MO 63131
636-530-9100
- **Stephen Kling, Jr.**
Jenkins & Kling P.C.
150 N. Meramec Avenue
Clayton, MO 63105
314-721-2525
- **John Keen**
Academy Sports & Outdoors
1800 N. Mason Road
Katy, TX 77449
281-944-6406
- **Abby Schaberg**
Jenkins & Kling P.C.
150 N. Meramec Avenue
Clayton, MO 63105
314-721-2525

PLANNING AND ZONING MINUTES

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of September 14, 2015 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Excused	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Andy Hixson, City Administrator	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of August 24, 2015. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

4. APPROVAL OF AGENDA

Chairman Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

A. CASE #15-SP-010 – A request for Site Plan Approval has been made by Rolwes Construction for a home to be built at 601 Joyce Ann. The property is zoned R-1 Single Family Residential.

There was no representation; therefore, Commissioner Labit made motion to table Case #15-SP-010. Commissioner Brown seconded the motion. It was passed by voice vote and the case was tabled until the end of the night when Jim Rolwes arrived to represent the case. Commissioner Brown, then, motioned to re-open the case. Chairman Truesdell seconded the motion and Case #15-SP-010 was re-opened by voice vote.

Speaking for the case was Jim Rolwes of Rolwes Construction Inc. Mr. Rolwes is seeking Site Plan approval for the construction of a new single family home on a currently vacant lot. The new residence is a ranch style and will be approximately 2600 sq ft.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Site Plan and has no objections.

With all questions from the Commission satisfactorily answered, Commissioner Brown made the motion for approval of the site plan review on CASE #15-SP-010. Chairman Truesdell seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

- B. CASE #15-SP-011** – A request for Site Plan Approval has been made by Jenkins & Kling, P.C. on behalf of A&R Manchester, LLC at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial and is in the South Manchester Transportation Development District.

Stephen Kling, Jr. of Jenkins & Kling, P.C. spoke as representing the applicant A&R Manchester, LLC and introduced the case as well as other representatives: George Stock of Stock & Associates Consulting Engineers, Inc and John Keen of Academy Sports & Outdoors.

George Stock gave a power-point presentation regarding CASE #15-SP-011, CASE #15-SUP-014, CASE #15-SUP-015 and CASE #15-SUP-016. The project description consists of demolition of a portion of the existing retail center and construction of an End-cap to house the new tenant, Academy Sports & Outdoors. The total proposed building footing would be 130,493 sq. ft.; equating to a Floor Area Ratio of 0.29.

The existing storm water basin would remain and be utilized as it is today. The parking lot would be re-constructed to allow for adequate spaces per Manchester's ordinance and include landscaped islands. The re-development of the property will not change the site typography.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Site Plan.

Upon questions raised by the Commission, George Stock confirmed that the parking lot has a shared agreement for use by all tenants. Also, there will not be an infringement on existing businesses. All plans for the building and construction are moving in line with St. Louis County code as well as Metropolitan Sewer District's requirements.

Commissioner Labit made the motion for approval of the site plan review on CASE #15-SP-011. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

- C. CASE #15-SUP-014** – A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A&R Manchester, LLC to have year round outside storefront storage and sale of propane at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.

With the questions from the Commission being answered, Commissioner Brown made the motion for approval of the Special Use Permit on CASE #15-SUP-014. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

CASE #15-SUP-014

A request for a Special Use Permit has been made by Jenkins & Kling, P.C. on behalf of A & R Manchester, LLC to have year round outside storefront storage and sale of propane at

14244 – 14264 Manchester Rd.

The property is zoned C-1 Commercial District.

CASE # 15-SUP-015

A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise at

14244 – 14264 Manchester Rd.

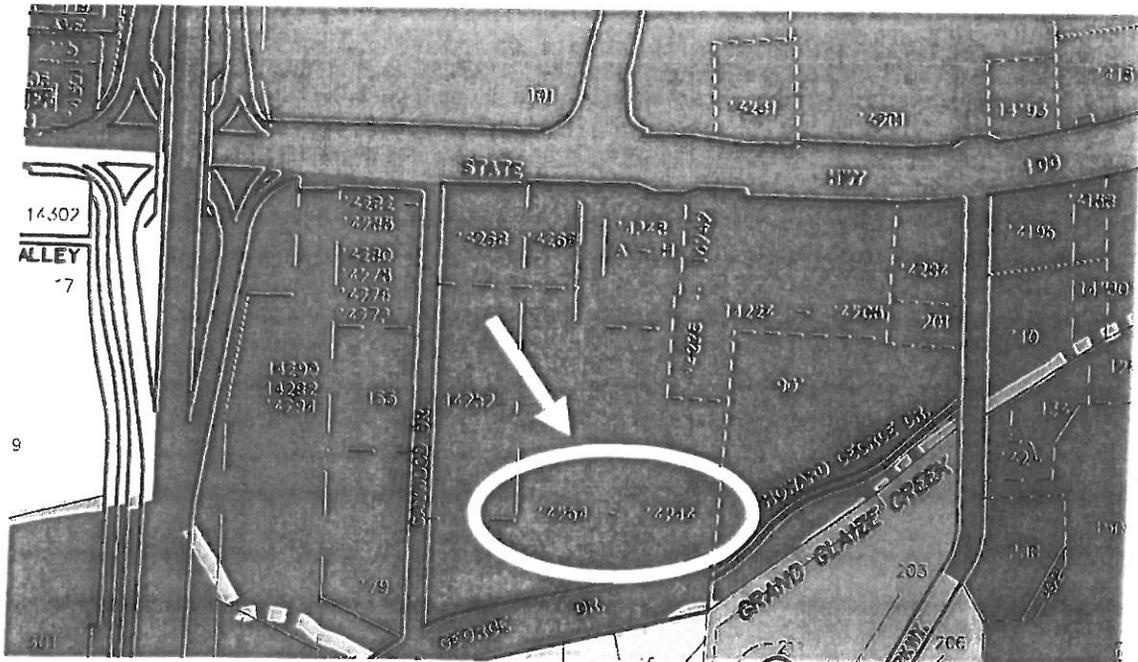
The property is zoned C-1 Commercial District

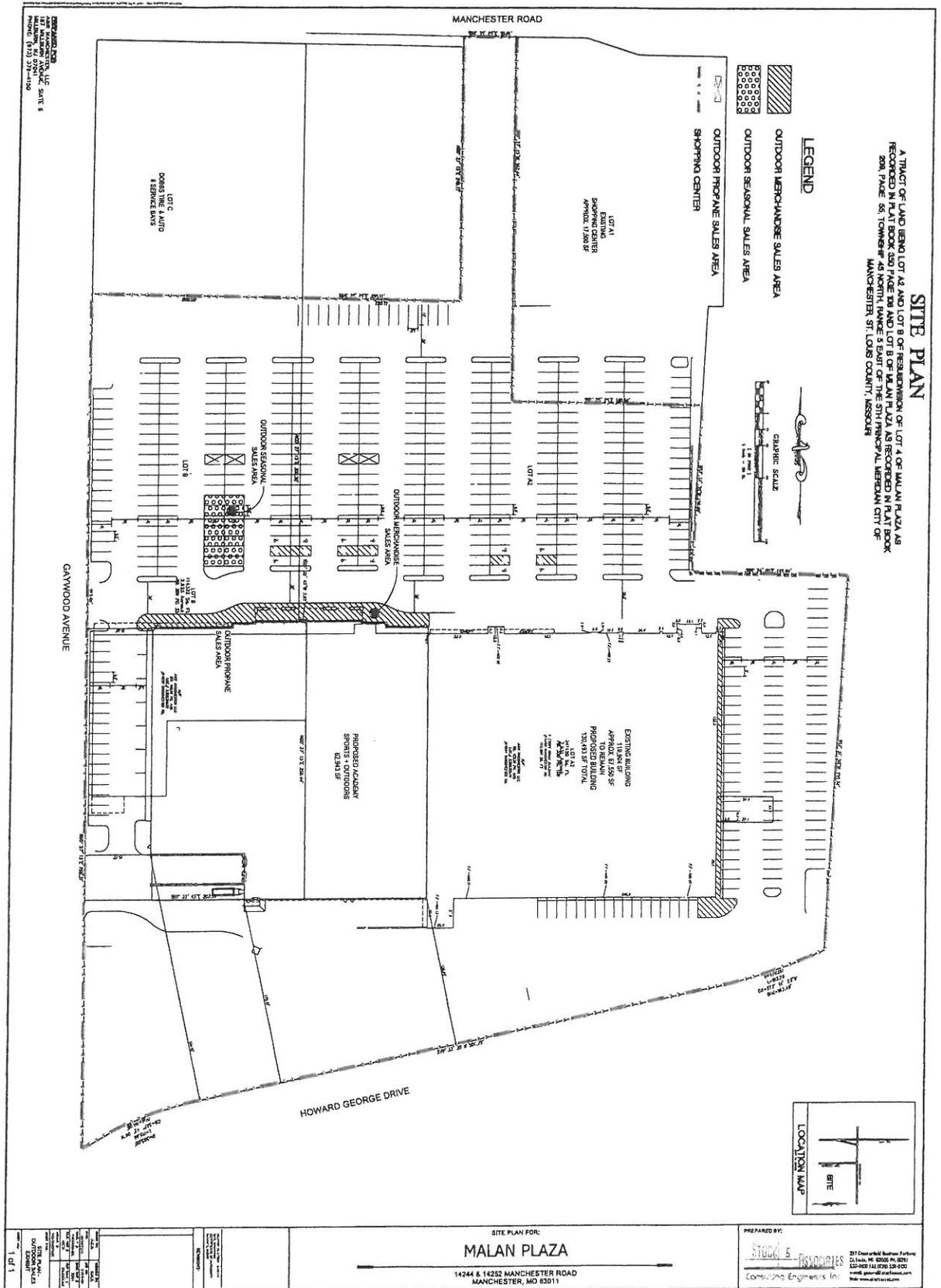
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A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have Four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days at

14244 – 14264 Manchester Rd.

The property is zoned C-1 Commercial District.





62 Exhibit "2"

INTRODUCED BY ALDERMAN STEVENS

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO ACADEMY, LTD., TO ENGAGE IN THE YEAR ROUND OUTSIDE STOREFRONT STORAGE AND SALE OF MATERIALS, EQUIPMENT, GOODS, SUPPLIES, AND/OR MERCHANDISE AT 14244-14264 MANCHESTER ROAD, AS PROVIDED FOR IN SECTION 405.240(D)(1) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER.

WHEREAS, A & R Manchester, LLC, on behalf of its tenant Academy, Ltd., has heretofore made application for a Special Use Permit to engage in the year round outside storefront storage and sale of materials, equipment, goods, supplies, and/or merchandise at 14244-14264 Manchester Road (the "Site"); and,

WHEREAS, the Planning and Zoning Commission reviewed said application on September 14, 2015; and,

WHEREAS, the Planning and Zoning Commission did, after due consideration, recommend to the Board of Aldermen of the City of Manchester the granting of said Special Use Permit for the Property; and,

WHEREAS, the Board of Aldermen did, on the 21st day of September, 2015, after publication of notice as required by the laws of the State of Missouri and the Ordinances of the City of Manchester, hold a public hearing all in accordance with the provisions of Section 405.550 (D) of the Code of Ordinances of the City of Manchester, and after conducting said public hearing did take the proposed Special Use Permit under advisement; and,

WHEREAS, the Board of Aldermen of the City of Manchester, having fully considered the recommended Special Use Permit, does find that the proposed use would not substantially increase traffic hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, would not overtax public utilities, and the Board of Aldermen does further find that the proposed use is in the best interest of the public welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI AS FOLLOWS:

Section One: A Special Use Permit is hereby granted to Academy, Ltd. (sometimes referred to herein as "Holder") to use the property at 14244-14264 Manchester Road (the "Site") to engage in the year round outside storefront storage and sale of materials, equipment, goods, supplies, and/or merchandise, as provided in Section 405.240(D)(1) of the Code of Ordinances of the City of Manchester. Attached hereto as Exhibit "1" is the legal description for the Site.

Section Two: Holder, by accepting and acting under this Special Use Permit, acquiesces and accepts same subject to the reservations, conditions and restrictions which are made a part hereof, and said Holder, by said action, does agree that any time such requirements are not

INTRODUCED BY ALDERMAN STEVENS

BILL NO. 15-

ORDINANCE NO. 15-

met, this Special Use Permit may be revoked and terminated, and does further agree that it, its successors and assigns, shall be held to have acquired no special rights, privileges, or immunities by virtue of proceeding to expend money, time or effort in the construction, improvement or maintenance of land herein described and for which this Special Use Permit is granted.

Section Three: The Special Use Permit granted hereunder shall be deemed to have been abandoned one (1) year after the date of the adoption of this Ordinance unless Holder has received from the City of Manchester a business license or its equivalent within such year; except that, for reasonable cause, the Board of Aldermen for the City of Manchester may grant one (1) or more extensions of time for additional periods not exceeding ninety (90) days for each such extension within which period such holder shall receive a business license or its equivalent.

Section Four: This Special Use Permit shall be non-assignable without the expressed consent of the City of Manchester and is contingent upon the compliance with the Code of Ordinances of the City of Manchester, the Zoning Ordinance of the City, all applicable building codes, fire codes and other governmental regulations.

Section Five: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law, but is expressly subject to the continuous and ongoing satisfaction of the following specific conditions:

1. Holder's strict compliance with all applicable Federal, State and City of Manchester Statutes and Ordinances
2. Holder permitting access to the Site by the City of Manchester at all times requested so as to confirm compliance under Paragraph 1 of this Section Five.

PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

INTRODUCED BY ALDERMAN STEVENS

BILL NO. 15-

ORDINANCE NO. 15-

I, Ken Attaway, on behalf of Academy, Ltd., do hereby accept the foregoing Special Use Permit from the City of Manchester upon the terms and conditions above stated, and acknowledge Academy, Ltd.'s intention and obligation to fully comply with the terms and conditions of the aforementioned Special Use Permit.

Dated this _____ day of _____, 2015.

ACADEMY, LTD.

By _____
Ken Attaway
Executive Vice President

EXHIBIT "1"

Parcel 1:

Lot A2 of the Resubdivision of Lot A of Malan Plaza, according to the plat thereof recorded in Plat Book 350 Page 108 of the St. Louis County Records

Parcel 2:

Lot B of Malan Plaza, according to the plat thereof recorded in Plat Book 209 Page 55 of the St. Louis County Records

**CITY OF MANCHESTER
PLANNING AND ZONING DEPARTMENT
STAFF REPORT**

September 14, 2015

Project Information

Case: #15-SUP-015

Applicant: A & R Manchester, LLC

Activity: Special Use Permit to have year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise

Zoning District: C-1 Commercial

Address: 14244 – 14264 Manchester Road

Background

The year round sidewalk display of merchandise will include such items as grills, children's bicycles, and sporting equipment. Some merchandise will be taken inside at the close of business and some larger items might remain outside overnight. Any items displayed outside will be adequately secured for public safety and only accessible by employees. Additionally, the proper safety protocols and procedures will be implemented in order to insure public safety and well-being. The Sidewalk Displays will not impact parking or increase traffic flow in a negative manner. No additional parking spaces other than the general parking for the site will be needed to accommodate this use. No additional employees will be needed for these Sidewalk Displays and so will not negatively impact parking. Such outdoor displays are typical of such stores and are a widely accepted common practice.

Attached is a copy of the Application, Site Plan (see Exhibit "2" at the end of the packet) and a map showing the subject property.

Staff Comments

It is the Department's belief that this use will not substantially increase traffic hazards or congestion. Additionally, the use will not adversely affect the character of the neighborhood, the general welfare of the community, or the public health and safety. This use will also not overtax the public utilities.

Staff has no objections for this Special Use Permit



APPLICATION FOR SPECIAL USE PERMIT

City of Manchester, 14318 Manchester Rd., Manchester, MO 63011 Ph: 636 227 1385, Ext. 107; Fax: 636 821 8099

Every application submitted to the Planning and Zoning Commission for review and approval must contain the following:

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- Twenty (20) copies of:
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- Completed application with name of applicant (or their representative) that will appear before the Commission and Board.

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PLEASE PRINT

PROPERTY OWNER	A & R Manchester, LLC		
ADDRESS	c/o Mr. Irwin Ackerman 187 Millburn Avenue, Suite 6, Millburn, New Jersey 07041		
PHONE	973-379-4150	FAX	

CONTRACTOR/ APPLICANT NAME	Stephen L. Kling, Jr.		
COMPANY NAME	Jenkins & Kling, P.C.		
ADDRESS	150 N. Meramec Avenue, Suite 400, St. Louis, MO 63105		
PHONE/EXTENSION	314-721-2525	FAX	
PERMIT TO BE PICKED UP BY	<input type="checkbox"/> Property Owner <input type="checkbox"/> Applicant/Contractor		

ADDRESS OF SPECIAL USE	14244-14264 Manchester Road		
LEGAL DESCRIPTION OF PROPERTY	See attached Exhibit "1" for legal description.		
LEGAL DESCRIPTION OF PROPERTY (continued)			
PROPOSED SPECIAL USE	Year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise.		
EXISTING ZONING	Sec. 405.240(D)-Outside storage of materials, equipment, goods, supplies and merchandise is prohibited on any parcel of property in the "C-1" Commercial District.		

I hereby certify that the information contained in this application and accompanying drawings and/or plats are correct, and that I will conform to all applicable laws of the City of Manchester.

Owner/Contractor Date 8/18/15

PLANNING AND ZONING USE ONLY

City of Manchester Permit # 15-SUP-015

Received by _____ Director, Planning and Zoning and Economic Development Fee Paid On: 9-9-15 \$300

CASE #15-SUP-014

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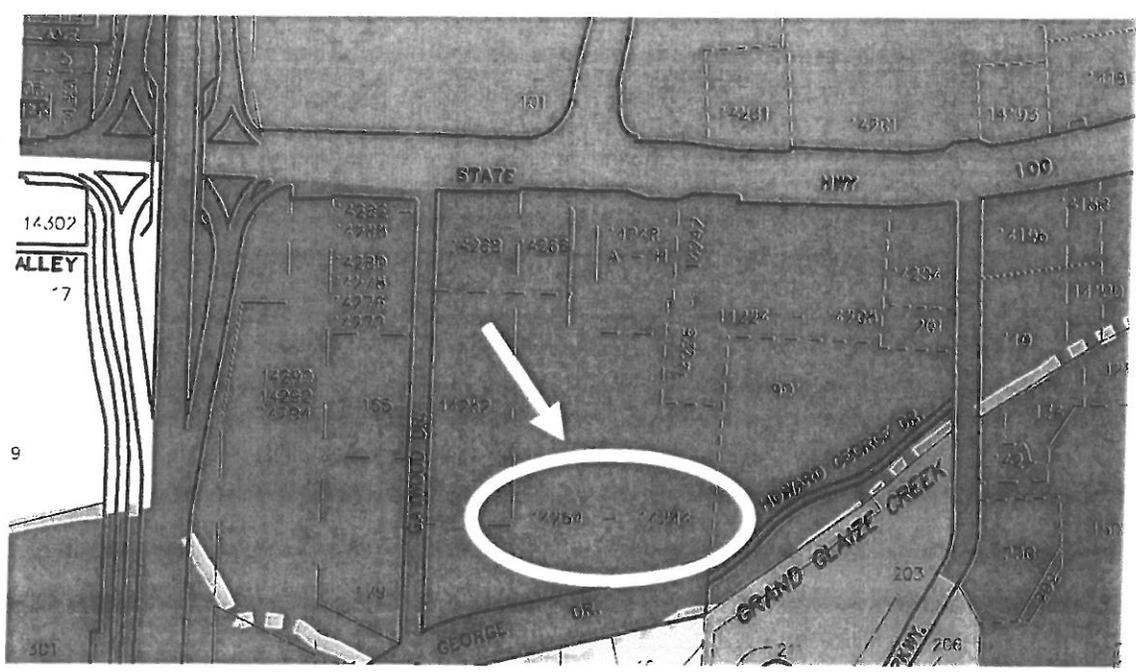
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CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION
MEETING MINUTES
September 14, 2015

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
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CASES

REPRESENTATIVES OF CASES

- A. **CASE #15-SP-010** – A request for Site Plan Approval has been made by Rolwes Construction for a new home to be built at 601 Joyce Ann. The property is zoned R-1 Single Family Residential,
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1. CALL TO ORDER

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2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
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Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Andy Hixson, City Administrator	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of August 24, 2015. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
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6	0	0	1

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A. No Old Business

6. NEW BUSINESS

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City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.

With the questions from the Commission being answered, Chairman Truesdell made the motion for approval of the Special Use Permit on CASE #15-SUP-015. Commissioner Smith seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

~~**E. CASE #15-SUP-016** –A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A&R Manchester, LLC to have four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.~~

~~City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.~~

~~With the questions from the Commission being answered, Commissioner Labit made the motion for approval of the Special Use Permit on CASE #15-SUP-016. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:~~

Ayes	Nays	Abstentions	Excused
6	0	0	1

7. PLANNING AND ZONING DIRECTOR'S REPORT

City Administrator Hixson informed the Commission that a Director for Planning & Zoning has accepted the position and will start soon in October.

8. EX-OFFICIO'S REPORT

Alderman Clement recalled the City of Manchester's Homecoming was a great success with strong crowds and happy vendors.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

10. ADJOURNMENT

Commissioner Brown made the motion to adjourn the Planning and Zoning Commission meeting of September 14, 2015 at 7:42 p.m. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

Respectfully submitted by:
Kimberly Fels, Recording Secretary

###

INTRODUCED BY ALDERMAN STEVENS

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE CREATING A SPECIAL USE PERMIT AND GRANTING THE SAME TO ACADEMY, LTD. , TO ENGAGE IN THE YEAR ROUND OUTSIDE STOREFRONT STORAGE AND SALE OF MATERIALS, EQUIPMENT, GOODS, SUPPLIES, AND/OR MERCHANDISE AT 14244-14264 MANCHESTER ROAD, AS PROVIDED FOR IN SECTION 405.240(D)(1) OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER.

WHEREAS, A & R Manchester, LLC, on behalf of its tenant, Academy, Ltd., has heretofore made application for a Special Use Permit to have four (4) outdoor displays of materials, equipment, goods, supplies, and/or merchandise per calendar year, for a maximum time period of four (4) days each at 14244-14264 Manchester Road (the "Site"); and,

WHEREAS, the Planning and Zoning Commission reviewed said application on September 14, 2015; and,

WHEREAS, the Planning and Zoning Commission did, after due consideration, recommend to the Board of Aldermen of the City of Manchester the granting of said Special Use Permit for the Property; and,

WHEREAS, the Board of Aldermen did, on the 21st day of September, 2015, after publication of notice as required by the laws of the State of Missouri and the Ordinances of the City of Manchester, hold a public hearing all in accordance with the provisions of Section 405.550 (D) of the Code of Ordinances of the City of Manchester, and after conducting said public hearing did take the proposed Special Use Permit under advisement; and,

WHEREAS, the Board of Aldermen of the City of Manchester, having fully considered the recommended Special Use Permit, does find that the proposed use would not substantially increase traffic hazards, would not adversely affect the character of the neighborhood, would not adversely affect the general welfare of the community, would not overtax public utilities, and the Board of Aldermen does further find that the proposed use is in the best interest of the public welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI AS FOLLOWS:

Section One: A Special Use Permit is hereby granted to Academy, Ltd. (sometimes referred to herein as "Holder") to use the property at 14244-14264 Manchester Road (the "Site") to have four (4) outdoor displays of materials, equipment, goods, supplies, and/or merchandise per calendar year, for a maximum period of four (4) days each, as provided in Section 405.240(D)(1) of the Code of Ordinances of the City of Manchester. Attached hereto as Exhibit "1" is the legal description for the Site.

Section Two: Holder, by accepting and acting under this Special Use Permit, acquiesces and accepts same subject to the reservations, conditions and restrictions which are made a part hereof, and said Holder, by said action, does agree that any time such requirements are not

INTRODUCED BY ALDERMAN STEVENS

BILL NO. 15-

ORDINANCE NO. 15-

met, this Special Use Permit may be revoked and terminated, and does further agree that it, its successors and assigns, shall be held to have acquired no special rights, privileges, or immunities by virtue of proceeding to expend money, time or effort in the construction, improvement or maintenance of land herein described and for which this Special Use Permit is granted.

Section Three: The Special Use Permit granted hereunder shall be deemed to have been abandoned one (1) year after the date of the adoption of this Ordinance unless Holder has received from the City of Manchester a business license or its equivalent within such year; except that, for reasonable cause, the Board of Aldermen for the City of Manchester may grant one (1) or more extensions of time for additional periods not exceeding ninety (90) days for each such extension within which period such holder shall receive a business license or its equivalent.

Section Four: This Special Use Permit shall be non-assignable without the expressed consent of the City of Manchester and is contingent upon the compliance with the Code of Ordinances of the City of Manchester, the Zoning Ordinance of the City, all applicable building codes, fire codes and other governmental regulations.

Section Five: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law, but is expressly subject to the continuous and ongoing satisfaction of the following specific conditions:

1. Holder's strict compliance with all applicable Federal, State and City of Manchester Statutes and Ordinances
2. Holder permitting access to the Site by the City of Manchester at all times requested so as to confirm compliance under Paragraph 1 of this Section Five.

PASSED AND APPROVED THIS ____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

INTRODUCED BY ALDERMAN STEVENS

BILL NO. 15-

ORDINANCE NO. 15-

I, Ken Attaway, on behalf of Academy, Ltd., do hereby accept the foregoing Special Use Permit from the City of Manchester upon the terms and conditions above stated, and acknowledge Academy, Ltd.'s intention and obligation to fully comply with the terms and conditions of the aforementioned Special Use Permit.

Dated this _____ day of _____, 2015.

ACADEMY, LTD.

By _____
Ken Attaway
Executive Vice President

EXHIBIT "1"

Parcel 1:

Lot A2 of the Resubdivision of Lot A of Malan Plaza, according to the plat thereof recorded in Plat Book 350 Page 108 of the St. Louis County Records

Parcel 2:

Lot B of Malan Plaza, according to the plat thereof recorded in Plat Book 209 Page 55 of the St. Louis County Records

**CITY OF MANCHESTER
PLANNING AND ZONING DEPARTMENT
STAFF REPORT**

September 14, 2015

Project Information

Case: #15-SUP-016

Applicant: A & R Manchester, LLC

Activity: Special Use Permit to have four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days

Zoning District: C-1 Commercial

Address: 14244 – 14264 Manchester Road

Background

The larger displays taking place four times per year for a maximum time period of four days will impact only sixteen parking spaces. As designed in the comprehensive site plan, the Property and the cross easement allow ample parking in order to accommodate traffic flow on these four days. No additional parking spaces other than the general parking for the site will be needed to accommodate this use. No additional employees will be needed for these Seasonal Sales and so parking will not be negatively impacted. Merchandise sold at Seasonal Sales, such as grills, will be adequately locked into place and only accessible by employees to promote public safety.

Attached is a copy of the Application, Site Plan (see Exhibit "2" at the end of the packet) and a map showing the subject property.

Staff Comments

It is the Department's belief that this use will not substantially increase traffic hazards or congestion. Additionally, the use will not adversely affect the character of the neighborhood, the general welfare of the community, or the public health and safety. This use will also not overtax the public utilities.

Staff has no objections for this Special Use Permit



APPLICATION FOR SPECIAL USE PERMIT

City of Manchester, 14318 Manchester Rd., Manchester, MO 63011

Ph: 636 227 1385, Ext. 107; Fax: 636 821 8099

Every application submitted to the Planning and Zoning Commission for review and approval must contain the following:

- A non-refundable fee of \$300.
- Twenty (20) copies of:
 - o A plot survey/sketch/site plan, to scale and showing lot/property in question.
 - o A letter of intent describing the proposed use of the Special Use Permit. Description can include (but is not limited to) the nature of the business, hours of operation, number of employees, etc.
 - o Information on the number of parking spaces assigned to the space.
 - o Any other pertinent information for the Commission to review with your application.
- Completed application with name of applicant (or their representative) that will appear before the Commission and Board.

An incomplete application may result in your case being postponed to another future Commission meeting.

PLEASE PRINT

PROPERTY OWNER	A & R Manchester, LLC		
ADDRESS	c/o Mr. Irwin Ackerman 187 Millburn Avenue, Suite 6, Millburn, New Jersey 07041		
PHONE	973-379-4150	FAX	

CONTRACTOR/ APPLICANT NAME	Stephen L. Kling, Jr.		
COMPANY NAME	Jenkins & Kling, P.C.		
ADDRESS	150 N. Meramec Avenue, Suite 400, St. Louis, MO 63105		
PHONE/EXTENSION	314-721-2525	FAX	314-721-5525
PERMIT TO BE PICKED UP BY	<input type="checkbox"/> Property Owner <input type="checkbox"/> Applicant/Contractor		

ADDRESS OF SPECIAL USE	14244-14264 Manchester Road		
LEGAL DESCRIPTION OF PROPERTY	See attached Exhibit "1" for legal description.		
LEGAL DESCRIPTION OF PROPERTY (continued)			
PROPOSED SPECIAL USE	Four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days.		
EXISTING ZONING	Sec. 405.240(D)-Two (2) outdoor displays of materials, equipment, goods, supplies and merchandise permitted per calendar year, for a maximum time period of one (1) week.		

I hereby certify that the information contained in this application and accompanying drawings and/or plats are correct, and that I will conform to all applicable laws of the City of Manchester.

Owner/Contractor *[Signature]* Date 9/18/15

PLANNING AND ZONING USE ONLY

City of Manchester Permit # 15-SUP-D16

Received by _____
Director, Planning and Zoning and Economic Development

Fee Paid On: 9.9.15 \$300

CASE #15-SUP-014

A request for a Special Use Permit has been made by Jenkins & Kling, P.C. on behalf of A & R Manchester, LLC to have year round outside storefront storage and sale of propane at

14244 – 14264 Manchester Rd.

The property is zoned C-1 Commercial District.

CASE # 15-SUP-015

A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise at

14244 – 14264 Manchester Rd.

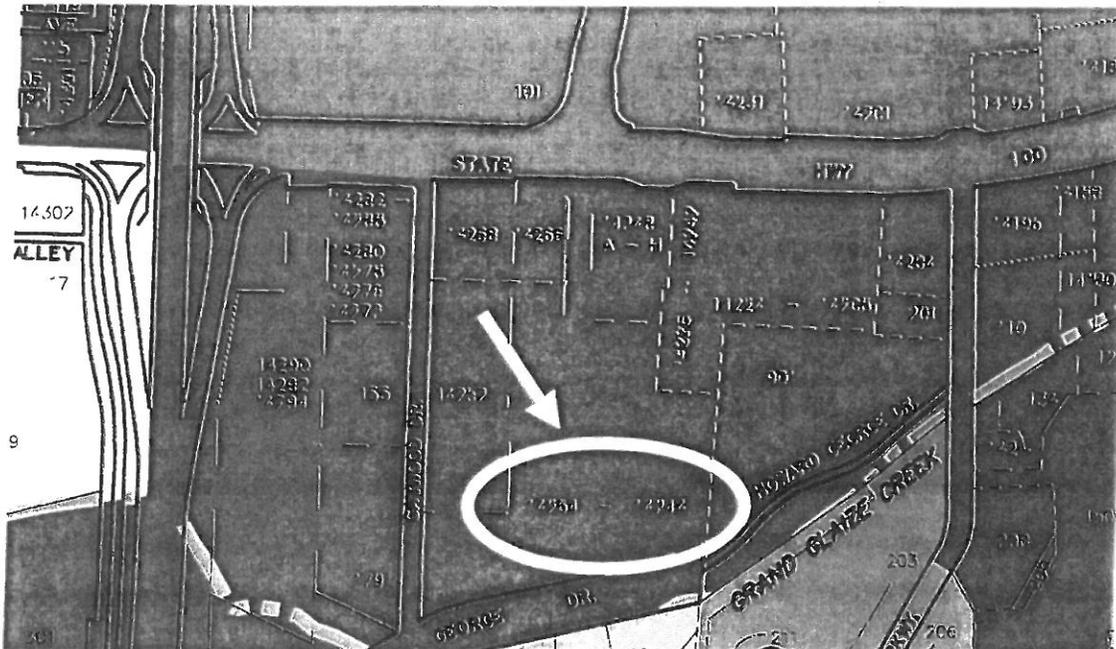
The property is zoned C-1 Commercial District

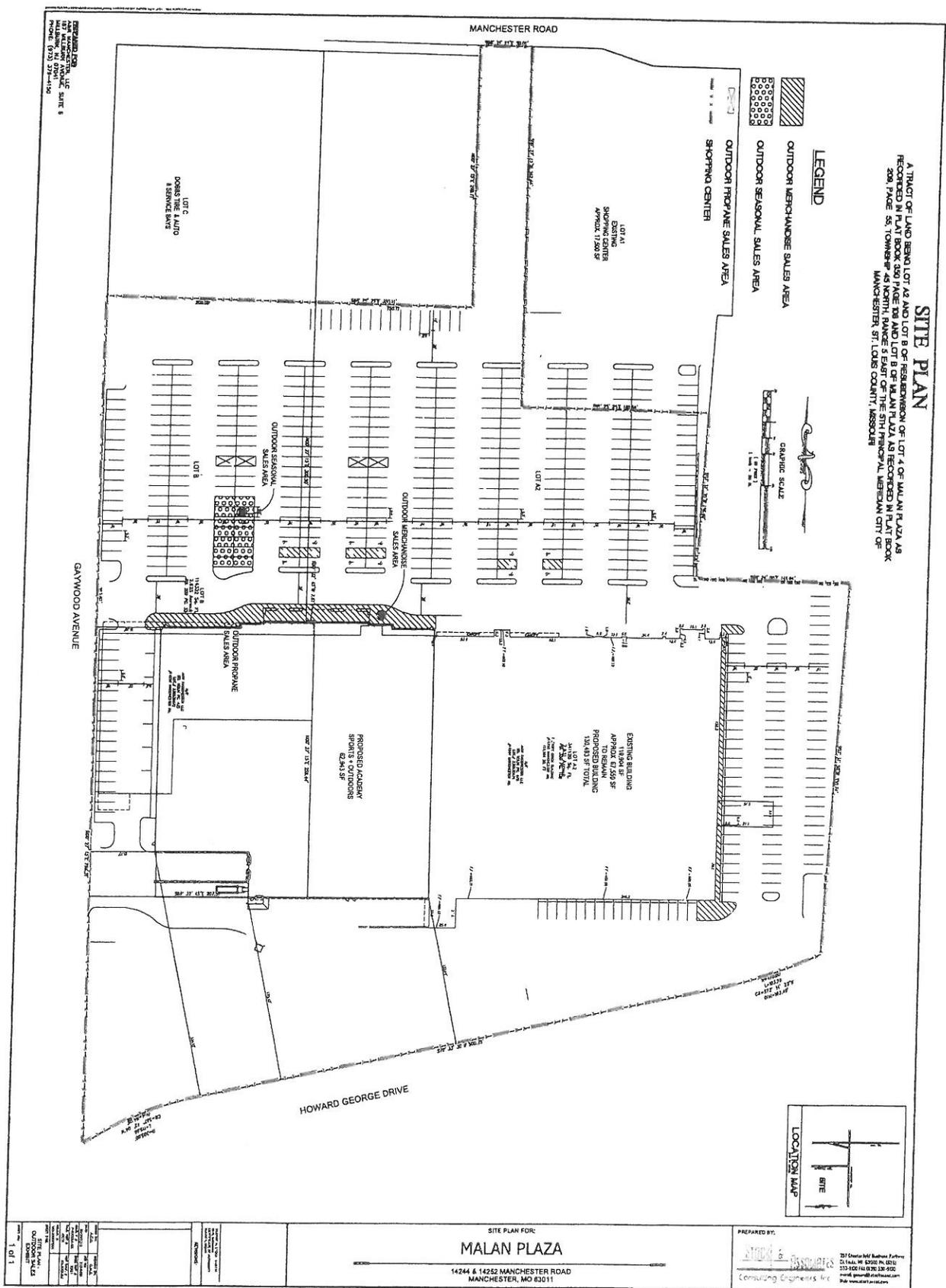
CASE #15-SUP-016

A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have Four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days at

14244 – 14264 Manchester Rd.

The property is zoned C-1 Commercial District.





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Exhibit "2"

CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
September 14, 2015**

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
Andy Hixson, City Administrator
Kimberly Fels, Recording Secretary

CASES

- A. **CASE #15-SP-010** – A request for Site Plan Approval has been made by Rolwes Construction for a new home to be built at 601 Joyce Ann. The property is zoned R-1 Single Family Residential.
- B. **CASE #15-SP-011** - A request for Site Plan Approval has been made by Jenkins & Kling, P.C. on behalf of A & R Manchester, LLC at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial and is in the South Manchester Transportation Development District.
- C. **CASE #15-SUP-014** – A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have year round outside storefront storage and sale of propane at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.
- D. **CASE #15-SUP-015** - A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.
- E. **CASE #15-SUP-016** - A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A & R Manchester, LLC to have Four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.

REPRESENTATIVES OF CASES

- **Jim Rolwes**
Rolwes Construction Inc.
PO Box 454
Ballwin, MO 63022
314-230-7558
- **G.M. Stock**
Stock & Associates Consulting Engineers, Inc.
257 Chesterfield Business Parkway
St. Louis, MO 63131
636-530-9100
- **Stephen Kling, Jr.**
Jenkins & Kling P.C.
150 N. Meramec Avenue
Clayton, MO 63105
314-721-2525
- **John Keen**
Academy Sports & Outdoors
1800 N. Mason Road
Katy, TX 77449
281-944-6406
- **Abby Schaberg**
Jenkins & Kling P.C.
150 N. Meramec Avenue
Clayton, MO 63105
314-721-2525

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of September 14, 2015 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Excused	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Andy Hixson, City Administrator	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of August 24, 2015. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

4. APPROVAL OF AGENDA

Chairman Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

A. **CASE #15-SP-010** – A request for Site Plan Approval has been made by Rolwes Construction for a home to be built at 601 Joyce Ann. The property is zoned R-1 Single Family Residential.

There was no representation; therefore, Commissioner Labit made motion to table Case #15-SP-010. Commissioner Brown seconded the motion. It was passed by voice vote and the case was tabled until the end of the night when Jim Rolwes arrived to represent the case. Commissioner Brown, then, motioned to re-open the case. Chairman Truesdell seconded the motion and Case #15-SP-010 was re-opened by voice vote.

Speaking for the case was Jim Rolwes of Rolwes Construction Inc. Mr. Rolwes is seeking Site Plan approval for the construction of a new single family home on a currently vacant lot. The new residence is a ranch style and will be approximately 2600 sq ft.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Site Plan and has no objections.

D. CASE #15-SUP-015 –A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A&R Manchester, LLC to have year round outside storefront storage and sale of materials, equipment, goods, supplies and/or merchandise at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.

With the questions from the Commission being answered, Chairman Truesdell made the motion for approval of the Special Use Permit on CASE #15-SUP-015. Commissioner Smith seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

E. CASE #15-SUP-016 –A request for a Special Use Permit has been made by Jenkins & Kling, P.C. representing A&R Manchester, LLC to have four (4) outdoor displays of materials, equipment, goods, supplies and/or merchandise per calendar year, for a maximum time period of four (4) days at 14244 – 14264 Manchester Road. The property is zoned C-1 Commercial District.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.

With the questions from the Commission being answered, Commissioner Labit made the motion for approval of the Special Use Permit on CASE #15-SUP-016. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

7. PLANNING AND ZONING DIRECTOR'S REPORT

City Administrator Hixson informed the Commission that a Director for Planning & Zoning has accepted the position and will start soon in October.

8. EX-OFFICIO'S REPORT

Alderman Clement recalled the City of Manchester's Homecoming was a great success with strong crowds and happy vendors.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

10. ADJOURNMENT

Commissioner Brown made the motion to adjourn the Planning and Zoning Commission meeting of September 14, 2015 at 7:42 p.m. Motion seconded by Commissioner Labit; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

Respectfully submitted by:
Kimberly Fels, Recording Secretary

###

INTRODUCED BY ALDERMAN BAUMANN

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE AMENDING SECTION 405.290 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER REGULATING THE OFF-STREET PARKING REQUIREMENTS FOR MIXED USES IN THE CITY OF MANCHESTER.

WHEREAS, City staff has heretofore brought before the City's Planning and Zoning Commission certain issues relating to the off-street parking requirements for mixed uses in the City of Manchester, and

WHEREAS, the Planning and Zoning Commission did, after due consideration, recommend to the Board of Aldermen of the City of Manchester a certain amendment to those zoning regulations, and

WHEREAS, the Board of Aldermen did, on the 21st day of September, 2015, after publication of notice as required by the laws of the State of Missouri and the Ordinances of the City of Manchester, hold a public hearing all in accordance with the provisions of Section 405.770 of the Code of Ordinances of the City of Manchester, and, after conducting said public hearing, did take the proposed amendments under advisement, and

WHEREAS, the Board of Aldermen of the City of Manchester, having fully considered the recommended changes to the current zoning regulations, does find that the proposed changes would be in the best interest of the public welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: Section 405.060 of the Code of Ordinances of the City of Manchester is hereby amended as such Section relates to the off-street parking requirements for mixed uses so that such shall, hereafter, read as follows:

Section 405.290. Off-Street Parking Requirements

- A. Specific Requirements By Use. Except as otherwise provided in this Chapter, when any building or structure is hereafter erected or structurally altered, or any building or structure hereafter erected is converted, accessory off-street parking spaces shall be provided as follows:

When determining the required parking spaces for mixed uses

1 per 250 square feet of area, unless the use involves retail sales, in which event the requirement shall be 1 per 250 square feet of retail sales area, subject to such additional requirements of this Section as may be applicable (as example, warehousing area)

INTRODUCED BY ALDERMAN BAUMANN

BILL NO. 15-

ORDINANCE NO. 15-

Section Two: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION
MEETING MINUTES
AUGUST 24, 2015

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
Andy Hixson, City Administrator
Kimberly Fels, Recording Secretary

CASES

- A. CASE #15-SP-009 – A request for Site Plan Approval has been made by Jacob Eldridge of Manchester 17, LLC for an outdoor patio addition at 17 Nationalway Shopping Center. The property is zoned PBD Planned Business District.
- B. CASE #15-SUP-013 – A request for a Special Use Permit has been made by Rani, LLC dba Discount Liquors to operate a package liquor retail store at 701 Big Bend Road. The property is zoned C-2 Commercial District.
- C. CASE #15-TXT-005 – A text amendment is proposed to Sections 405.290 of the City's Zoning Code to modify the regulations relative to the off-street parking requirements for mixed uses in the City of Manchester.
- D. CASE #15-TXT-006 – A text amendment is proposed to Sections 405.340 of the City's Zoning Code to modify the regulations relative to the requirements for business signs attached to buildings in the City of Manchester.

REPRESENTATIVES OF CASES

- Vankit Nagila
Rani, LLC
653 Big Bend Road
Manchester, MO 63021
636-227-4062
- Jake Eldridge & Derek Lauer
Manchester 17, LLC
17 Nationalway Shopping Center
Manchester, MO 63011
314-600-1600
- City Attorney Patrick Gunn
14318 Manchester Road
Manchester, MO 63011
636-227-1385
- City Attorney Patrick Gunn
14318 Manchester Road
Manchester, MO 63011
636-227-1385

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of August 24, 2015 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Andy Hixson, City Administrator	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of August 10, 2015. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

4. APPROVAL OF AGENDA

Chairman Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

A. CASE #15-SP-009 – A request for Site Plan Approval has been made by Jacob Eldridge of Manchester 17, LLC for an outdoor patio addition at 17 Nationalway Shopping Center. The property is zoned PBD Planned Business District.

Speaking for the case is owner Jake Eldridge of Manchester 17, LLC and Architect Derek Lauer of Lauer Architecture. The proposed addition is a 25 ft by 45 ft wood-framed sub-structure on concrete piers off the east side of the existing restaurant. The deck would be compiled with pressure treated wood-framing and decking of a western cedar finish. The deck would also be enclosed with a guardrail. This would be a low deck, only 18 inches off the ground. The area where the deck would be is currently on an asphalt paved, already impervious portion of the site. Therefore, there will not be any additional surfaces to the lot.

City Administrator Hixson provided staff report. The project meets and exceeds all required minimum setbacks. The staff has no objections.

Commissioner Korte asked if there was going to be sufficient parking due to the loss of 6 parking spaces to accommodate the deck. City Administrator Hixson affirmed there was enough parking. Commissioner Korte also made note that there was going to be a driveway right along one of the sides of the deck and asked if there would be a curb of some sort to eliminate someone from driving into the deck. Architect Lauer said an asphalt curb should be sufficient and possibly a landscape barrier.

Commissioner Smith questioned if there were any plans for a roof on the deck. Mr. Eldridge said he wanted to get the restaurant up and running before any additions.

Alderman Clement noted there are two single doors for access to the deck from the restaurant and questioned if this would pose a problem for traffic in and out of the restaurant. Mr. Eldridge affirmed there would be direct access to the deck from the outside. Alderman Clement also asked how many tables will be seated outside on the deck. Architect Lauer stated from his recollection there would be around 12 to 16 four-tops. Alderman Clement said outdoor seating is a good idea and suggested some foliage to soften things up.

Chairman Truesdell questioned if smoking would be permitted on the deck. Mr. Eldridge confirmed that one reason why he wanted the deck for outdoor seating was to allow smoking. Chairman Truesdell wanted to make sure there was a reasonable degree of separation between the doors into the restaurant and the smoke from the deck. Mr. Eldridge and Architect Lauer established there is a vestibule area between the doors and the seating area of the restaurant.

Commissioner Labit made the motion for approval of the site plan review on CASE #15-SP-009. Commissioner Smith seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

- B. CASE #15-SUP-013** – A request for a Special Use Permit has been made by Rani, LLC dba Discount Liquors to operate a package liquor retail store at 701 Big Bend Road. The property is zoned C-2 Commercial District.

Mr. Venkat Nagila spoke on the case. Discount Liquors is currently housed at 653 Big Bend Road and desires to move to space 701 Big Bend Road within the same building complex.

City Administrator Hixson provided the staff report. Staff gives a favorable recommendation of this Special Use Permit.

Commissioner Smith made the motion for approval of the Special Use Permit on CASE #15-SUP-013. 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	0

- C. CASE #15-TXT-005** –A text amendment is proposed to Sections 405.290 of the City’s Zoning Code to modify the regulations relative to the off-street parking requirements for mixed uses in the City of Manchester.

City Attorney Patrick Gunn represented this case. The current text reads 5 parking spaces per 1000 sq ft of retail sales. Many neighboring cities require 4 spaces per 1000 sq ft for retail sales (including St. Louis County). The revised reading would include 1 parking space per 250 sq ft retail space.

Chairman Truesell confirmed that the square footage was determined by actual retail space, not including storage space for merchandise. Attorney Gunn defined this is only applicable to mixed uses business.

City Attorney Patrick Gunn informed that the motivation to this amendment is to acquire more green space and to help eliminate storm water run-off.

Commissioner Korte asked how many “mixed use” businesses are in the City that this would affect. The already built businesses would not be affected. This amendment would affect new builds. This gives the potential for more green space in the future.

Chairman Truesdell inquired as to the verbiage in Section 405.290 constituting "structurally altered". City Attorney Gunn clarified that structurally altered would impact the integrity of the building, so far as to create or reduce space of the building.

Commissioner Fluchel made the motion for approval of the text amendment on CASE #15-TXT-005. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

D. CASE #15-TXT-006 –A text amendment is proposed to Sections 405.340 of the City's Zoning Code to modify the regulations relative to the requirements for business signs attached to buildings in the City of Manchester.

City Attorney Patrick Gunn represented this case. The City of Manchester's current wall sign regulation is 5 percent of the wall of the building. The staff has proposed that the percentage move from 5 to 8 percent of the wall. This is for buildings that meet the criteria of 400 ft or more away from Manchester Road.

Commissioner Labit questioned the intrinsic benefit this would propose. Attorney Gunn replied visibility is one concern as well as traffic. It is important for the City to have some reasonable sign regulations that are helpful for both businesses and customers to prepare the traffic route.

Alderman Clement raised a concern that there would not be a noticeable difference. Attorney Gunn confirmed that with recent regulations which allow for better measurement and placement on building signs, as well as this proposed increase of 8% wall space, would make the signs more noticeable without being too monumental and consuming.

Commissioner Brown made the motion for approval of the text amendment on CASE #15-TXT-006. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

7. PLANNING AND ZONING DIRECTOR'S REPORT

City Administrator Hixson announced the new Administrative Assistant for Planning and Zoning is Kimberly Fels. Also, Mayor Willson and City Administrator Hixson are conducting interviews for the Director of Planning and Zoning this week.

8. EX-OFFICIO'S REPORT

Alderman Clement commented on a bill text amendment for the Historic District and moving towards beer, wine and coffee tasting that will likely be approved according to the Commission's recommendation.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Two Boy Scouts were attending the Planning and Zoning meeting to prepare for a relevant badge.

10. ADJOURNMENT

**CITY OF MANCHESTER
PLANNING AND ZONING DEPARTMENT
STAFF REPORT**

Project Information

August 19, 2015

Case: #15-TXT-005
Applicant: City Staff
Activity: Text amendment regarding off-street parking requirements for mixed uses
Zoning District: All commercial zoning districts

Background

Over the last six months, City staff has been discussing the current off-street parking requirements for mixed uses in the City. Those requirements presently are 1 space for every 200 square feet of retail space (i.e. 5 spaces per 1,000 square feet). Quite by chance, St. Louis County has recently reduced its off-street parking requirements to 4 spaces per 1,000 square feet of retail space. This change was very much in line with the staff's feelings, as we had considered the off-street parking requirements of several of our neighboring cities and found them to be 4 per 1,000 square feet. Even some of our neighboring cities require less than 4 per 1,000 square feet under some circumstances. Realizing the very large number of essentially unused parking spaces for the vast majority of the year, the staff believes that this amendment is needed and appropriate.

Staff Comments

The staff encourages a favorable recommendation by the Commission to the Board of Aldermen on this text amendment.

INTRODUCED BY ALDERMAN BAUMANN

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE AMENDING SECTION 405.340 OF THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER REGULATING THE REQUIREMENTS FOR BUSINESS SIGNS ATTACHED TO BUILDINGS IN THE CITY OF MANCHESTER.

WHEREAS, City staff has heretofore brought before the City's Planning and Zoning Commission certain issues relating to the requirements for business signs attached to buildings in the City of Manchester, and

WHEREAS, the Planning and Zoning Commission did, after due consideration, recommend to the Board of Aldermen of the City of Manchester a certain amendment to the City's zoning regulations, and

WHEREAS, the Board of Aldermen did, on the 21st day of September, 2015, after publication of notice as required by the laws of the State of Missouri and the Ordinances of the City of Manchester, hold a public hearing all in accordance with the provisions of Section 405.770 of the Code of Ordinances of the City of Manchester, and, after conducting said public hearing, did take the proposed amendments under advisement, and

WHEREAS, the Board of Aldermen of the City of Manchester, having fully considered the recommended changes to the current zoning regulations, does find that the proposed changes would be in the best interest of the public welfare of the community.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: Section 405.340 of the Code of Ordinances of the City of Manchester is hereby amended as such Section relates to the requirements for business signs attached to buildings so that such shall read as follows:

Section 405.340. Business Signs Attached To Buildings

- A. Business signs attached to buildings shall not project beyond such buildings more than eighteen (18) inches horizontally and shall not project above the roof more than five (5) feet.
 - 1. Each business may have one (1) attached business sign whose outline area shall not exceed five percent (5%) of the wall area of the business which fronts a public street or which fronts the main parking area of the development.
 - 2. The total outline area of all business signs shall be calculated based upon the average width and height of the wall upon which the sign will be located.
 - 3. Mansard type roofs shall be considered part of the wall for the purpose of the calculations and regulations of this Section A.

INTRODUCED BY ALDERMAN BAUMANN

BILL NO. 15-

ORDINANCE NO. 15-

- B. In lieu of the provisions of Subsection A of this Section, for purposes of facilitating visibility and improving the flow of traffic, the following provisions shall apply with respect to building signs for any property within a "C-1" Commercial District operated as a retail and/or mixed use center (i) having at least one hundred thousand (100,000) square feet of building floor area on the property, (ii) having a majority of building frontages on the property facing Manchester Road, and (iii) having all buildings on the property located more than four hundred (400) linear feet from Manchester Road:

Business signs attached to these buildings shall not project beyond such buildings more than eighteen (18) inches horizontally, other than canopies and canopy signs which may project up to one hundred thirty-two (132) inches horizontally. Building signs shall not project above the roof more than five (5) feet.

1. Each business may have one (1) or more attached business sign(s) whose aggregate outline area shall not exceed eight percent (8%) of the wall area of that business which fronts a public street or which fronts the main parking area of the development.
2. The total outline area of all business signs shall be calculated based upon the average width and height of the wall upon which the sign will be located.
3. Mansard type roofs shall be considered part of the wall for the purpose of these calculations and regulations of this Section B.

Section Two: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

CITY OF MANCHESTER

PLANNING AND ZONING COMMISSION
MEETING MINUTES
AUGUST 24, 2015

COMMISSIONERS

Jason Truesdell, Chairman (2018)
James Labit, Secretary (2016)
Joni Korte (2016)
Tom Brown (2017)
Jack Fluchel (2019)
Mark Smith (2018)
Dave Willson, Mayor

CITY OFFICIALS AND STAFF

Mike Clement, Alderman, Ex-Officio member
Andy Hixson, City Administrator
Kimberly Fels, Recording Secretary

CASES

- A. ~~CASE #15-SP-009 – A request for Site Plan Approval has been made by Jacob Eldridge of Manchester 17, LLC for an outdoor patio addition at 17 Nationalway Shopping Center. The property is zoned PBD Planned Business District.~~
- B. ~~CASE #15-SUP-013 – A request for a Special Use Permit has been made by Rani, LLC dba Discount Liquors to operate a package liquor retail store at 701 Big Bend Road. The property is zoned C-2 Commercial District.~~
- C. ~~CASE #15-TXT-005 – A text amendment is proposed to Sections 405.290 of the City's Zoning Code to modify the regulations relative to the off-street parking requirements for mixed uses in the City of Manchester.~~
- D. CASE #15-TXT-006 – A text amendment is proposed to Sections 405.340 of the City's Zoning Code to modify the regulations relative to the requirements for business signs attached to buildings in the City of Manchester.

REPRESENTATIVES OF CASES

- Vankit Nagila
Rani, LLC
653 Big Bend Road
Manchester, MO 63021
636-227-4062
- Jake Eldridge & Derek Lauer
Manchester 17, LLC
17 Nationalway Shopping Center
Manchester, MO 63011
314-600-1600
- City Attorney Patrick Gunn
14318 Manchester Road
Manchester, MO 63011
636-227-1385
- City Attorney Patrick Gunn
14318 Manchester Road
Manchester, MO 63011
636-227-1385

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of August 24, 2015 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Present
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Andy Hixson, City Administrator	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of August 10, 2015. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

4. APPROVAL OF AGENDA

Chairman Truesdell asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Brown seconded; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

A. CASE #15-SP-009 – A request for Site Plan Approval has been made by Jacob Eldridge of Manchester 17, LLC for an outdoor patio addition at 17 Nationalway Shopping Center. The property is zoned PBD Planned Business District.

Speaking for the case is owner Jake Eldridge of Manchester 17, LLC and Architect Derek Lauer of Lauer Architecture. The proposed addition is a 25 ft by 45 ft wood-framed sub-structure on concrete piers off the east side of the existing restaurant. The deck would be compiled with pressure treated wood-framing and decking of a western cedar finish. The deck would also be enclosed with a guardrail. This would be a low deck, only 18 inches off the ground. The area where the deck would be is currently on an asphalt paved, already impervious portion of the site. Therefore, there will not be any additional surfaces to the lot.

City Administrator Hixson provided staff report. The project meets and exceeds all required minimum setbacks. The staff has no objections.

Commissioner Korte asked if there was going to be sufficient parking due to the loss of 6 parking spaces to accommodate the deck. City Administrator Hixson affirmed there was enough parking. Commissioner Korte also made note that there was going to be a driveway right along one of the sides of the deck and asked if there would be a curb of some sort to eliminate someone from driving into the deck. Architect Lauer said an asphalt curb should be sufficient and possibly a landscape barrier.

Commissioner Smith questioned if there were any plans for a roof on the deck. Mr. Eldridge said he wanted to get the restaurant up and running before any additions.

Chairman Truesdell inquired as to the verbiage in Section 405.290 constituting "structurally altered". City Attorney Gunn clarified that structurally altered would impact the integrity of the building, so far as to create or reduce space of the building.

Commissioner Fluchel made the motion for approval of the text amendment on CASE #15-TXT-005. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

D. CASE #15-TXT-006 –A text amendment is proposed to Sections 405.340 of the City’s Zoning Code to modify the regulations relative to the requirements for business signs attached to buildings in the City of Manchester.

City Attorney Patrick Gunn represented this case. The City of Manchester’s current wall sign regulation is 5 percent of the wall of the building. The staff has proposed that the percentage move from 5 to 8 percent of the wall. This is for buildings that meet the criteria of 400 ft or more away from Manchester Road.

Commissioner Labit questioned the intrinsic benefit this would propose. Attorney Gunn replied visibility is one concern as well as traffic. It is important for the City to have some reasonable sign regulations that are helpful for both businesses and customers to prepare the traffic route.

Alderman Clement raised a concern that there would not be a noticeable difference. Attorney Gunn confirmed that with recent regulations which allow for better measurement and placement on building signs, as well as this proposed increase of 8% wall space, would make the signs more noticeable without being too monumental and consuming.

Commissioner Brown made the motion for approval of the text amendment on CASE #15-TXT-006. Commissioner Labit seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

7. PLANNING AND ZONING DIRECTOR’S REPORT

City Administrator Hixson announced the new Administrative Assistant for Planning and Zoning is Kimberly Fels. Also, Mayor Willson and City Administrator Hixson are conducting interviews for the Director of Planning and Zoning this week.

8. EX-OFFICIO’S REPORT

Alderman Clement commented on a bill text amendment for the Historic District and moving towards beer, wine and coffee tasting that will likely be approved according to the Commission’s recommendation.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Two Boy Scouts were attending the Planning and Zoning meeting to prepare for a relevant badge.

10. ADJOURNMENT

**CITY OF MANCHESTER
PLANNING AND ZONING DEPARTMENT
STAFF REPORT**

Project Information

August 19, 2015

Case: #15-TXT-006
Applicant: City Staff
Activity: Text Amendment regarding wall signs
Zoning District: C-1 Commercial District

Background

For quite some time, the staff has been considering concerns expressed by business owners who own businesses that are a considerable distance off of Manchester Road. As an example, certain businesses in the Lafayette Center have commented that the Zoning Ordinance's current 5% of the wall area limit is inadequate because of an inability of the motoring public to see their signs from Manchester Road.

As a result of those concerns, the staff has prepared a proposed text amendment to Section 405.340 of the Code of Ordinances which recognizes these unusual circumstances and affords a slightly larger sign (8% of the wall area) on those businesses which meet the very specific conditions of the proposed amendment.

Staff Comments

The staff encourages a favorable recommendation by the Commission to the Board of Aldermen on this text amendment.

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF MANCHESTER, MISSOURI, BY ADDING A NEW SECTION 215.155 RELATING TO OUTDOOR COMMERCIAL COOKING.

WHEREAS, City staff has, after careful consideration, recommended an amendment of the City's Code of Ordinances regarding outdoor commercial cooking; and

WHEREAS, the Board of Aldermen, based on such recommendation, desires to amend the Code of Ordinances by adding a new Section 215.155 to include outdoor commercial cooking within the City, under certain circumstances.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF MANCHESTER, STATE OF MISSOURI, AS FOLLOWS:

Section One: The Code of Ordinances of the City of Manchester is hereby amended by adding a new Section 215.155 which shall, hereafter, read as follows:

SECTION 215.155: OUTDOOR COMMERCIAL COOKING

- A. *Definitions.* For purposes of this section, the following definitions shall apply:

Olfactometer. A scentometer or other device used to detect and measure ambient odor dilution of odors.

Outdoor cooking. Any means of cooking or curing food outside the principal building on a lot through the use of heat or smoke, including, but not limited to, cooking by barbeque grill and meat smokers.

Particulate matter. Particles or subdivisions of solid or liquid matter suspended in a gas or liquid.

Scrubber. A device used to remove particulate matter from smoke emissions.

- B. *Purpose.* These standards and procedures are enacted pursuant to the City's police powers under Section 79.370 RSMo., "to regulate or prevent the carrying on of any business which may be dangerous or detrimental to the public health" and "pass ordinances for the prevention of nuisances and their abatement" in order to enhance the public health, safety and welfare, and prevent the entrance of excessive odorous fumes and particulate matters into the atmosphere and environment of the City of Manchester, and thereby avoid the creation of nuisances and/or presence of disturbing odors which can unreasonably disturb the peaceful enjoyment of property.

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

- C. *Applicability.* The provisions of this section shall be applicable to all outdoor cooking activities in the C-1 and C-2 Commercial Districts of the City by persons and entities engaged in the sale of food or prepared food for sale.

- D. *Exemption.* Outdoor cooking activities conducted by civic, religious and charitable institutions which engage in such activities fewer than two (2) times per calendar year are exempt from the permitting requirements of this section. The Board of Aldermen may also waive the requirements of this section for other infrequent and sporadic outdoor cooking activities associated with charitable or community purposes if the Board believes the frequency, duration, hours of operation, location, surrounding land uses and topography, and other relevant factors make imposition of the permitting requirements hereinafter provided unnecessary.

- E. *Permit required for outdoor commercial cooking activities.* No person or entity that is in the business of selling and/or preparing food shall engage in any outdoor cooking activities without first obtaining an annual permit issued by the City, in accordance with the following standards:
 - 1. The application for the permit or renewal shall be made in writing in form and with such information as is required by the City and an application fee of one hundred dollars (\$100.00).

 - 2. All applications for an initial permit or a renewal application involving a material change in the nature, duration or frequency of the proposed activity or the equipment or location to be utilized shall be accompanied by an odor dissipation study performed by an environmental engineer or other person qualified to complete such a study. An odor dissipation study must consider the following:
 - a. The density and proximity of residential districts to the proposed site of the outdoor cooking activities;

 - b. Prevailing wind patterns, atmospheric conditions and natural barriers such as trees and structures that will affect where and how far odors travel;

 - c. The proximity to existing permitted outdoor cooking activities and the potential effect of cumulative odors;

 - d. The character and strength of the odor;

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

- e. The character and density of any particulate matter that would be produced;
 - f. The frequency and duration of intended outdoor cooking activities;
 - g. The results of any odor measurements taken utilizing an olfactometer or any other device commonly used to detect the strength of odors; and
 - h. The effect of any proposed mitigating device or practice, such as the use of scrubbers.
3. In considering an application for an initial permit or a renewal application involving a material change in the nature, duration or frequency of the proposed activity or the equipment or location to be utilized, the City shall consider the findings of the odor dissipation study and the written report of the Fire Marshal on the question of whether the proposed activity and equipment complies in all respects with best practices in fire prevention and control. In addition, and for renewal applications, the City shall also consider any other factors pertinent to the permit application such as the proximity of other land uses, topography of the area, the potential effect of siting and operation of the proposed facility on traffic, parking and public safety, demands on public services, the availability and proximity of cleaning and drainage facilities, and any other circumstances which the City may find relevant in light of the nature, duration and frequency of the proposed activity and existing uses and structures in the vicinity. The City may also condition the issuance of a permit on compliance with any requirements or recommendations of the Fire Marshal, and/or require the installation of mediation devices such as smoke scrubbers, if the City determines such conditions or devices will assist in ameliorating foreseeable adverse consequences of the proposed outdoor cooking activity. For renewal applications the City shall also consider the manner in which the permitted facility has been operated in the past, whether the permittee has consistently complied with all applicable standards and conditions and operated the permitted facility in a clean and healthful manner, and whether the permitted activity has intruded upon the peaceable enjoyment of nearby properties or caused unreasonable particulate or odor pollution.

F. *Safety standards.*

- 1. Outdoor cooking devices shall be constructed from non-combustible materials and shall be securely affixed to the ground at all times in order

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

to protect against high winds and inclement weather conditions. Outdoor cooking devices shall be insulated by means of exterior "jacketing" with heat-shielding material.

2. Outdoor cooking devices shall be "skirted" around the bottom in order to mitigate against collection of debris, and the areas surrounding outdoor cooking devices shall be kept in a sufficient state of cleanliness at all times and so as not to attract vermin or insects and so as to avoid litter. Provision shall be made for the capture, collection and removal of ash, drippings, bits of food, and other detritus associated with cooking process in such a manner that the same shall not fall upon the ground.
3. Outdoor cooking devices shall be enclosed by fencing using concrete-filled bollards as fence posts for protection from vehicular traffic and for restriction of pedestrian access. In the event that an outdoor cooking device is subjected to graffiti or otherwise vandalized, immediate steps shall be taken to remove the same and remedy the situation. No signs or banners of any kind (other than a discrete manufacturer's name plate and technical data) may be affixed on or to the cooking device or surrounding equipment unless approved as part of the sign regulations applicable to the property where situated or otherwise in compliance with the City's sign regulations.
4. Outdoor cooking devices must be fueled via dedicated underground natural gas lines; no propane tanks or other removable tanks shall be permitted for fueling outdoor cooking devices.
5. Outdoor cooking devices shall not be installed and/or maintained in any one or more marked parking places on the property where situated if to do so will reduce the number of parking spots provided on the property to a number below that required by the City's Municipal Code.
6. An outdoor cooking device must be located at least three hundred (300) linear feet distant from any residential zoning district lying adjacent to the property where situated.
7. An outdoor cooking device must be located (i) at least fifty (50) linear feet distant from the closest exterior portion of any wall (including any window or door opening on or within the wall) of any building(s) within the property where situated or (ii) if there is a sidewalk alongside and serving any building(s) within the property where situated, then at least fifty (50) linear feet from the outside edge (the edge closest to the street or

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BILL NO. 15-

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parking lot) of any such sidewalk alongside and serving any building(s) within the property where situated; provided that, upon request of the person or entity making application for a permit under this section, an outdoor cooking device may be located less than fifty (50) linear feet distant from the closest exterior portion of the wall of the building(s) or the closest sidewalk alongside and serving such building(s), subject to the outdoor cooking device being located to the rear of the building(s) and subject to the approval of the City and the Fire Marshal with jurisdiction over the property where the building(s) is (are) located.

8. In addition to the foregoing safety standards, construction and placement of outdoor cooking devices shall comply with all applicable fire and building codes.

- G. *Revocation of permit.* If, in the opinion of the City, an outdoor cooking device is operated in a manner that is detrimental to the area by allowing unreasonable, excessive, prolonged, or disturbing odor or smoke so as to unreasonably disturb any person or property, the City may revoke or amend the permit to operate the outdoor cooking device and abate the nuisance created thereby in accord with the procedures of this section. Any person or entity aggrieved by any determination of the City pursuant to this section may appeal the decision to the City Administrator by filing with the City Administrator a written request therefor stating wherein and why the decision is in error and specifying the facts in support of the appellant's position within five (5) days of the decision. Judicial review of the City Administrator's decision may be had by filing a petition therefor pursuant to Chapter 536, RSMo., in the Circuit Court for St. Louis County, Missouri, within ten (10) days of the manager's decision.

- H. *Penalty for violations.* Any person or entity found to have violated the provisions of this section shall be subject to the general penalty and remedy provisions set forth in sections 215.170 and 215.180 of the City's Municipal Code.

- I. Wherever the word "City" is used herein, such shall mean the City Administrator or his/her designee.

Section Two: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

INTRODUCED BY ALDERMAN DIEHL

BILL NO. 15-

ORDINANCE NO. 15-

PASSED AND APPROVED THIS _____ DAY OF _____, 2015.

CITY OF MANCHESTER, MISSOURI

By _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO LEGAL FORM:

City Attorney

