

**CITY OF MANCHESTER  
PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
JUNE 23, 2014**

<u>COMMISSIONERS</u>	<u>CITY OFFICIALS AND STAFF</u>
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Jason Truesdell, Chairman (2018)  
 Dave Willson, Mayor  
 James Labit, Secretary (2016)  
 Joni Korte (2016)  
 Tom Brown (2017)  
 Jack Fluchel (2015)  
 Mark Smith (2018)

Mike Clement, Alderman, Ex-Officio member  
 Franz Kraintz, Planning and Zoning Director  
 Melissa Barklage, Recording Secretary

<u>CASES</u>	<u>REPRESENTATIVES OF CASES</u>
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**NUMBER**

A. **CASE #14-SUP-005** – A request is made by Mr. Ray Hernandez, representative for Lakeshore Learning Materials, for a Special Use Permit to open an educational and teacher supply store involved in the sale of books and videos at 14336 Manchester Road. The property is zoned PBD Planned Business District.

**Ray Hernandez**  
*Lakeshore Learning Materials*  
 2695 E Dominguez  
 Carson, CA 90895  
 310-537-8600

**1. CALL TO ORDER**

Secretary Labit, presiding over the meeting in the absence of Chairman Truesdell, called the Planning and Zoning meeting of June 23, 2014 to order at 7:03 p.m.

**2. ROLL CALL**

Secretary Labit asked the Recording Secretary to take roll.

Chairman/Secretary James Labit	Present	Chairman Jason Truesdell	Excused
Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Tom Brown	Present	Director Franz Kraintz	Present
Mayor David Willson	Excused	Melissa Barklage, Recording Secy	Present

**3. APPROVAL OF MINUTES**

Commissioner Brown made the motion to approve the minutes of June 9, 2014. Motion seconded by Commissioner Fluchel motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

**4. APPROVAL OF AGENDA**

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

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

5. OLD BUSINESS

A. No Old Business

6. NEW BUSINESS

A. CASE #14-SUP-005

Ray Hernandez represents the Special Use case for Lakeshore Learning before the Commission today. The request is for an educational store at 14336 Manchester Road. Lakeshore Learning is a family owned company that has been in business for about 60 years. They are one of the largest retailers of educational materials and educational toys. The store environment is set up to be warm and inviting and encourages children to learn through play. The products sold in the stores are developed by educators. They are excited to come into the City of Manchester and begin partnering with the City.

Director Kraintz then provided the staff report. He stated that the sale of educational products is not specifically listed in the PBD Zoning District. However, the products sold by Lakeshore Learning can fall into the category of either being permitted uses such as Arts & Crafts, Hobby Supply and Toy Stores, and Stationary and Office Supply Stores or specially permitted uses such as Book Stores and Video Stores. All these uses are allowed in the PBD Zoning District. After consultation with the City Attorney, while Lakeshore Learning had certain permitted uses, it was decided they still needed to apply for a Special Use Permit to cover the specially permitted uses or products that Lakeshore Learning sells. Otherwise, the business does comport with zoning requirements. If approved, Lakeshore Learning will occupy the space next to the proposed Sincerely Yours Bridal in the former Floor Trader building.

Commissioner Fluchel then asked if this would be Lakeshore Learning’s first store in Missouri. Mr. Hernandez confirmed that it would be. Otherwise they have 59 stores throughout the United States. Commissioner Fluchel inquired about what their hours of operation would be. Mr. Hernandez confirmed they would be open Monday thru Saturday from 9am to 8pm. Sunday from 11am to 6pm..

Commissioner Korte asked where the company is based. Mr. Hernandez stated that Lakeshore Learning is based in Carson, CA and they are preparing to open their 60<sup>th</sup> store in Albuquerque, NM. They do not have a final timeline on when they want to open the store in Manchester, MO.

Commissioner Brown asked Mr. Hernandez to elaborate on what would be available for children at the store. Mr. Hernandez stated that there will be quite a few items out for the children to try out before purchase. They also do a Free Crafts for Kids every Saturday and encourage children to spend about 30 mins making the craft and experience different products. Commissioner Brown asked if they would plan to do any of the events outside. Mr. Hernandez stated the activities remain inside the building.

Commissioner Smith inquired about the signage for the business. Mr. Hernandez stated that they would have an exterior sign on the building that would comply with our sign requirements. They also have clinging window signs for inside the building.

Alderman Clement asked how many employees they plan to hire at this location. Mr. Hernandez replied that typically there would be 12 to 15 employees in the building. They will hire around 15 to 18 employees during their busy season. They tend to hire locally from candidates with retail experience as well as an education background.

Director Kraintz stated that the public hearing for this case would be on July 21<sup>st</sup>.

Commissioner Fluchel made the motion to make a favorable recommendation to the Board of Alderman on CASE #14-SUP-005. Commissioner Korte seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

**7. PLANNING AND ZONING DIRECTOR’S REPORT**

Director Kraintz stated that there will be a public hearing on July 7<sup>th</sup> for Sincerely Yours Bridal and U-Haul rental at the Ship & Mail Center.

The assisted living project in Valley Park was successfully expedited and the concerns of some Manchester residents were addressed.

**8. EX-OFFICIO’S REPORT**

Alderman Clement was impressed with how Valley Park Planning & Zoning handled the situation with the assisted living facility.

He also announced about the band concert on Sunday July 6, 2014.

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

**10. ADJOURNMENT**

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of June 23, 2014, at 8:02 p.m. Motion seconded by Commissioner Fluchel; motion approved by voice vote. The vote taken was recorded as follows:

<u>Ayes</u>	<u>Nays</u>	<u>Abstentions</u>	<u>Excused</u>
5	0	0	2

Respectfully submitted by:  
Melissa Barklage, Recording Secretary

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