

CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
JANUARY 25, 2016**

COMMISSIONERS **CITY OFFICIALS AND STAFF**

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

Mike Clement, Alderman, Ex-Officio member
Erika Kennett, Director of Planning & Zoning
Kimberly Fels, Recording Secretary

CASES **REPRESENTATIVES OF CASES**

- A. CASE #16-SUB-001** – A request for Preliminary Plat approval is being sought by Sean Flower of Flower & Fendler Homes on behalf of Gertrud Mathews to subdivide the 2.90 acre parcel at 1187 Big Bend Road into eight lots. The property is zoned R-4 Single Family Residential.
- B. CASE #16-SP-001** – A request for Site Plan Approval has been made by Scott Paul of Vanderbilt Homes, Inc. for a new single family dwelling to be constructed at 712 Connie Lane. The property is zoned R-1 Single Family Residential.
- C. CASE #16-TXT-001** – A text amendment is proposed to Section 405.610 of the City of Manchester’s Zoning Code to modify the Fence Types and Height in Residential Zoning Districts.

- **Sean Flower**
Flower & Fendler Homes
PO Box 270255
St. Louis, MO
314-486-0596
- **Scott Paul**
Vanderbilt Homes
2617 Wynncrest Ridge
St. Louis, MO
314-713-8716
- **Director Erika Kennett**
14318 Manchester Road
Manchester, MO 63011
636-227-1385

1. CALL TO ORDER

Acting Chairman Fluchel called the Planning and Zoning meeting of January 25, 2016 to order at 7:00 p.m.

2. ROLL CALL

Acting Chairman Fluchel asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Present	Chairman Jason Truesdell	Excused
Acting Commissioner Jack Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Mike Clement	Present
Commissioner Nelson Nolte	Present	Erika Kennett, Director	Present
Mayor David Willson	Present	Kimberly Fels, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Labit made the motion to approve the minutes of November 9, 2015. Motion seconded by Commissioner Korte; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	1

4. APPROVAL OF AGENDA

Acting Chairman Fluchel asked if there were any changes to the agenda. Commissioner Labit made the motion to approve the agenda as presented. Commissioner Korte 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 #16-SUB-001 – A request for Preliminary Plat approval is being sought by Sean Flower of Flower & Fendler Homes on behalf of Gertrud Mathews to subdivide the 2.90 acre parcel at 1187 Big Bend Road into 8 lots. The property is zoned R-4 Single Family Residential.

Speaking for the case is Sean Flower of Flower & Fendler. Mr. Flower recalled originally presenting the subdivision of the 2.90 acre property in August of 2015. The previous subdivision passed as 9 lots. Upon going to MSD for their approval, Mr. Flower was informed that this area acted as an infill project and the current lot acted as detention for the surrounding properties. The only way to get MSD approval was to remove one of the 9 lots and enlarge the existing detention to support the new subdivision and surrounding properties. So now, with the recommendation of MSD and the Fire District, the Plat will separate into 8 lots with a hammer head shaped turn-around at the end of the street. Mr. Flower summed the project as an 8 lot subdivision with an enlarged detention basin and a hammer head turn-around.

Commissioner Labit asked if one access was ok for this project. Mr. Flower said that this involves judgment of the different cities. With a project of this size, it is very common for a one in, one out access area. Commissioner Labit asked if there were any issues with the City’s Ordinances with the one access point. Director Kennett confirmed that this conformed to the Ordinances of the City. Commissioner Labit wondered if the street for this plat could be connected by a small road to an existing cul-de-sac to allow for a second access point. Mr. Flower confirmed an adjoining road would cut through the detention which MSD requires for this project.

Commissioner Korte asked if there was preliminary approval from MSD and approval from the Fire District for the right dimensions of the turn-around. Mr. Flower confirmed there was a verbal confirmation from MSD and the Fire District has already looked at the plans with approval. Commissioner Korte wanted to clarify that the lights and tree-scape would be provided by Flower & Fendler. Mr. Flower confirmed that they would provide the lights and trees.

Alderman Clement wanted to clarify to the Commission that there were many single-entrance subdivisions existing within the City; many of them being recently built. Alderman Clement questioned if the width of the street was wide enough for the City to maintain the street. Mr. Flower

confirmed it is designed to be dedicated, when completed, to the City. Alderman Clement wanted clarification of the process of approval with this scope of project. Mr. Flower & Director Kennett agreed this was the beginning stage of approving the concept of a subdivision and Mr. Flower would be back for each lot Site Plan approval within the subdivision.

Commissioner Smith made the motion for approval of the preliminary plat on CASE #16-SUB-001. 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

- B. CASE #16-SP-001** – A request for Site Plan Approval has been made by Scott Paul of Vanderbilt Homes, Inc. for a new single family dwelling to be constructed at 712 Connie Lane. The property is zoned R-1 Single Family Residential.

Speaking for the case was Mr. Scott Paul of Vanderbilt Homes. Mr. Paul is seeking Site Plan approval for the construction of a new single family residence. The former house has been demolished and removed. All the trees that are currently on the property will not be disturbed. The new house will be 4000 square feet with a 4 car garage.

Alderman Clement asked for the timeline of building this beautiful home. Mr. Paul answered that he has been waiting for this meeting to occur and is waiting for the approval from the City. Everything with St. Louis County has been set up for approval and Mr. Paul is ready to start work on the house as soon as possible. Alderman Clement wanted to make sure that the neighbors knew of the coming construction. Mr. Paul confirmed they have signs designating the area for construction. Alderman Clement questioned if there was anything that would trigger storm water run-off. Director Kennett confirmed there was nothing alarming. Mr. Paul also confirmed they plan on laying sod for the yard, but that the technical landscaping would be left for another.

Commissioner Labit made the motion for approval of the Site Plan review on CASE #16-SP-001. 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

- C. CASE #16-TXT-001** – A text amendment is proposed to Section 405.610 of the City of Manchester’s Zoning Code to modify the Fence Types and Height in Residential Zoning Districts.

Director Kennett represented this case. Ms. Kennett referenced that the Commission passed an amendment to the City’s Zoning Code, prior to her arrival, which gave definition to “Sight Distance Triangle.” With the adoption of the definition for Sight Distance Triangle, it is proposed to update the City’s Code in the section pertaining to Fence Types and Height in Residential Zoning Districts. The current text reads “On a corner lot, the structure may not extend beyond the building line on either side of the yards adjacent to the two streets”. The revised reading would read “On a corner lot, a fence may not encroach upon the sight distance triangle as defined in Section 405.060 of this Code”.

Commissioner Nolte raised the question for clarification regarding ‘building line.’ Ms. Kennett and Commissioner Labit confirmed that the building line is set forth on the survey as the line which the builder may not build past. Commissioner Nolte was cautious of the possibility for property owners to put their fence up to the property line or wherever they chose to place it, with the removal of the verbiage for building line. Alderman Clement reminded that this Code change is to keep the sight vision open for roadways on corner lots. Alderman Clement also asked how this change could affect fences and home owners that may already be in the sight distance triangle. Ms. Kennett confirmed that

those cases would be grandfathered in as they stand. This change would affect fences from this point forward in time.

Acting Chairman Fluchel and Commissioner Nolte were in favor of keeping the text as written, with the understanding that the building line kept property owners from placing their fence too far out on a corner lot.

Acting Chairman Fluchel made the recommendation to table CASE #16-TXT-001 to gather further information and council from the City Attorney. Commissioner Nolte made the motion to table the text amendment on CASE #16-TXT-001. 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

7. PLANNING AND ZONING DIRECTOR’S REPORT

Director Kennett announced there was a recent staff meeting looking over procedural issues within the Planning & Zoning Department and there will be continued efforts to look for areas of improvement with regards to occupancy permits and a variety of citizen projects. The dinner for the Planning & Zoning Commission is being organized and should be in March. Joey B’s has submitted a sign application and are moving right along. Demolition is near for the old building at 14444 Manchester Road so that Culver’s can begin building; they have been very active in salvaging pieces from the old building with Habitat for Humanity and other organizations. Malan Plaza, also, has started demolition to make way for the new Academy Sports build. Also, Administrative Assistant Kimberly Fels has received her Chancellor’s Certificate in Planning & Zoning.

8. EX-OFFICIO’S REPORT

Alderman Clement said this was one of the first times there was neither Old Business nor New Business on the Board of Alderman Agenda at the previous meeting. There were a couple reports, new police officers were introduced and a brief meeting only. Also, the time for filing for elected office has ended and all incumbents have re-filed with no opponents.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Mayor Willson referenced Lafayette Industries was awarded a grant from Wal-Mart to improve their building. Also, Mayor Willson drew attention to the new fiber art displayed from regional artists. An attending Boy Scout was greeted by the Planning and Zoning Commission; he was preparing for a communications badge.

10. ADJOURNMENT

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of January 25, 2016 at 7:32 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
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