

CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
AUGUST 10, 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
Melissa Barklage, Recording Secretary

CASES

- A. **CASE #15-SP-006** – A request for Site Plan Approval has been made by Roger Abernathy of Mainstreet Construction on behalf of James & Martha Schlegel for a carport addition at 217 Creve Coeur. The property is zoned R-1 Single Family Residential District.
- B. **CASE #15-SP-008** – A request for Site Plan approval has been made Scott Paul of Vanderbilt Homes, Inc for a new single family dwelling to be constructed at 603 Joyce Ann Dr. The property is zoned R-1 Single-Family Residential District.
- C. **CASE #15-SUB-001** – A request for Preliminary Plat approval is being sought by Sean Flower of Flower & Fendler Homes on behalf of Gertrud Matthews to subdivide the 2.90 acre parcel at 1187 Big Bend Road into nine lots. The property is zoned R-4 Single Family Residential.

REPRESENTATIVES OF CASES

- **Paula Arbuthnot**
6380 Klondike Road
Hillsboro, MO 63050
636-575-6646
- **Scott Paul**
Vanderbilt Homes Inc.
2617 Wynncrest Ridge
St. Louis, MO 63005
314-713-8716
- **Sean Flower**
Flower & Fendler Homes
PO Box 270255
St. Louis, MO 63127
314-596-2587

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of August 10, 2015 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner/Secretary James Labit	Excused	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	Melissa Barklage, Recording Secy	Present

3. APPROVAL OF MINUTES

Commissioner Brown made the motion to approve the minutes of July 27, 2015. Motion seconded by Commissioner Fluchel; 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 Brown made the motion to approve the agenda as presented. Commissioner Fluchel 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-006 - A request for Site Plan Approval has been made by Roger Abernathy of Mainstreet Construction on behalf of James & Martha Schlegel for a carport addition at 217 Creve Coeur. The property is zoned R-1 Single Family Residential District.

Speaking for the case is Paula Arbuthnot on behalf of Roger Abernathy with Mainstreet Construction and the homeowner Martha Schlegel. The proposed addition is a 2 car carport with an attached tool shed area. Ms. Arbuthnot believes that after working with City staff they have met all setbacks and required changes.

City Administrator Hixson provided the staff report. The project meets and exceeds all required minimum yard setbacks. Greenspace requirements are met on all sides of the property.

Commissioner Korte asked what the required minimum side yard setback was. Ms. Arbuthnot stated it was 9 feet side yard setback.

Chairman Truesdell asked if there was a requirement for a deposit on the project. Recording Secretary Barklage stated there was not.

Chairman Truesdell made the motion for approval of the site plan review on CASE #15-SP-006. Commissioner Fluchel 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-007- A request for Site Plan approval has been made Scott Paul of Vanderbilt Homes, Inc for a new single family dwelling to be constructed at 603 Joyce Ann Dr. The property is zoned R-1 Single-Family Residential District.

Representing the case is Scott Paul of Vanderbilt Homes. There is an existing home on the property at 603 Joyce Ann Dr. They are submitting for demolition permit at this time. Plans for the proposed new residence have been provided to the Commission. Vanderbilt Homes is the current owner and will be the contractor for the new come. They do have a contract buyer for the new residence.

City Administrator Hixson provided the staff report for the case. The proposed new dwelling meets and exceeds all required yard setback requirements. The greenspace requirements are met on all sides of the property. Staff recommends approval of the site plan.

Chairman Truesdell asked about the use of impervious surfaces on the property. Mr. Paul answered that the calculations for impervious surfaces is calculated on the site plan and that the percentage has actually been reduced from where it is with the current dwelling. Chairman Truesdell asked if staff felt there was a need for rain barrels. City Administrator Hixson said no.

Alderman Clement asked if Mr. Paul has spoken to the neighbors about the construction work and have ensured there will be no silt run off on to other properties. Mr. Paul answered that he has tried to meet with all adjoining property owners. The property on the west is currently vacant. They have talked to the neighbors on the east and they have asked to take some landscaping items which they have worked with them to allow. Alderman Clement asked if the owners will add landscaping. Mr. Paul stated that some landscaping is on the plan and they will sod the yard but the owners may choose to do their own landscaping after they move in.

Chairman Truesdell asked if they have a demolition permit yet. Mr. Paul said the permit is in process and the abatement has already been done. Chairman Truesdell asked what the construction time frame would be. Mr. Paul stated that it will take about 4 or 5 months from the time they start to dig, weather permitting. Chairman Truesdell asked if Vanderbilt Homes has built any other houses on Joyce Ann. Mr. Paul stated that they have not but they do own a few other lots so they will be back before the Commission for other future projects.

Alderman Clement asked about if a \$1,000 escrow deposit would be required. Recording Secretary Barklage stated that after speaking with the City Attorney it was advised to not charge this escrow deposit on future projects and it would not be advised to add the deposit as a condition of the site plan approval.

Commissioner Fluchel made the motion for approval of the site plan on CASE #15-SP-008. 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-SUB-001-** A request for Preliminary Plat approval is being sought by Sean Flower of Flower & Fendler Homes on behalf of Gertrud Matthews to subdivide the 2.90 acre parcel at 1187 Big Bend Road into nine lots. The property is zoned R-4 Single Family Residential.

Mr. Sean Flower spoke on the case. The property in question was put up for sale by the owners. Flower & Fendler Homes came up with a plan for a nine lot subdivision with retention in the back. The zoning will remain the same so it would not require re-zoning. The plan is for 70 foot lots with houses that are 58 foot wide with 6 foot side yards. The price point on the homes will be in the mid 300,000s. Flower & Fendler Homes will build about 40 new homes this year. Mr. Flower has been around new home construction for several years and has homes that were built in Fenton, Pacific, and Ballwin.

City Administrator Hixson provided the staff report. He stated that all the proposed lots meet the minimum required lot size which is 75,000 sq. ft. No change for zoning is being sought. Staff recommends approval of the preliminary plat plan for the subdivision.

Commissioner Brown asked about the soil content. Mr. Flower stated that they had test borings done and the results did not show the soil to be unstable or anything. Commissioner Brown stated that some of the houses in that area have had a problem with plastic soil. Mr. Flower said that there were no major concerns with the soil. Plastic soil is a possibility but they try to budget out for the likelihood of encountering those issues with the soil. Mr. Flower also stated that they will have to have silt fences. Commissioner Brown asked Mr. Flower about an approximate time frame. Mr. Flower stated that it will take a couple of months to go through St. Louis County for development. Recording Secretary

Barklage stated that after this preliminary plat review Flower & Fendler may go to St. Louis County to prepare the final plat. Final plat approval is reviewed again by the Commission and then goes before the Board of Alderman.

Commissioner Brown asked if they have spoken with any neighbors yet. Mr. Flower said that he has not yet but plans to do so after this preliminary plat is approved. He will first notify all the neighbors by mail and then talk to people individually.

Mayor Willson asked what is currently on the property now. Mr. Flower stated that there is a house on the property and then the rest of the property is woods.

Alderman Clement clarified that the preliminary plat is the concept of the subdivision and if approval is granted he will be able to continue talks with St. Louis County and prepare the final plat. Alderman Clement stated that this development will affect the neighbors and asked if Mr. Flower has spoken with the neighbors. Mr. Flower stated he has not yet spoke with the neighbors as he wanted to make sure he had a solid plan before he approached the neighbors. Alderman Clement suggested that he make sure he does before he comes before the Board of Alderman with the final plat. Alderman Clement commented on the size of the water retention basin and asked if this was engineered. Mr. Flower confirmed that it was.

Commissioner Fluchel asked about the side yard setbacks and why they were different from the prior case. City Administrator Hixson stated that the difference was that the case before was a nine foot side yard setback and this one is a six foot side yard setback.

Commissioner Korte asked if the street would become a city maintained street or if it would be subdivision owned. Mr. Flower stated he didn't know if Manchester accepts their own streets and maintains them. City Administrator Hixson stated that they do accept them if the minimal requirements are met. Commissioner Korte advised Mr. Flower to meet with the City to confirm the requirements.

Alderman Clement suggested that Mr. Flower meet with the West County Fire to confirm that the road is appropriate for fire truck access.

Chairman Truesdell asked if the land they are purchasing has a house currently on the property. Mr. Flower answered that it does. They will demolish the house and leave some trees up around the perimeter. Chairman Truesdell asked what their time frame will be. Mr. Flowers stated that they will be hopng to go through St. Louis County in the next 90 days and hope to come before the Commission again with a final plat in the spring.

Commissioner Fluchel made the motion to approve the preliminary plat for a subdivision on CASE #15-SUB-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

7. PLANNING AND ZONING DIRECTOR'S REPORT

8. EX-OFFICIO'S REPORT

Alderman Clement commented on the brevity of the last Board of Alderman meeting.

9. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

10. ADJOURNMENT

Commissioner Brown made the motion to adjourn the Planning and Zoning Commission meeting of August 10, 2015, at 7:33 p.m. 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

Respectfully submitted by:
Melissa Barklage, Recording Secretary

#