



CITY OF MANCHESTER

**PLANNING AND ZONING COMMISSION
MEETING MINUTES
February 11, 2019**

COMMISSIONERS

Jason Truesdell, Chairman (2022)
Jerry Meyer (2020)
Joni Korte (2020)
Linda Fluchel (2023)
Mark Smith (2022)
John Dodge (2022)
Mike Clement, Mayor

CITY OFFICIALS AND STAFF

Paul Hamill, Alderman, Ex-Officio member
Melanie Rippetoe, Director of Planning & Zoning
Cinnamon Mullins, Recording Secretary

CASES

REPRESENTATIVES OF CASES

- A. **19-SP-004** Ahmed Jakupovic, applicant, on behalf of 7703 Jerome, LLC, owner, is seeking a Site Plan Approval in order to close off a garage on an existing single family home located at 960 Hanna Road, in the R-4 Single-Family Residential Zoning District.

- B. **19-TXT-001** City Staff proposes a Zoning Text Amendment to sections of Article I of Chapter 400 of the Code of Ordinances of the City of Manchester regarding Administration. The proposed changes will affect Section 400.020 pertaining to Composition and Section 400.060 pertaining to Quorum.

- **Ahmed Jorkupovic**
7703 Jerome LLC
960 Hanna Road
Manchester, MO 63021
314-560-7067

- **Director Melanie Rippetoe**
City of Manchester
14318 Manchester Rd.
Manchester, MO 63011
636-227-1385

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of February 11, 2019 to order at 7:01 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

Commissioner Jerry Meyer	Present	Chairman Jason Truesdell	Present
Commissioner Linda Fluchel	Present	Commissioner Mark Smith	Present
Commissioner Joni Korte	Present	Alderman Paul Hamill	Present
Commissioner John Dodge	Present	Melanie Rippetoe, Director	Present
Mayor Mike Clement	Present	Cinnamon Mullins, Recording Secy	Present

3. APPROVAL OF MINUTES

Mayor Clement made the motion to approve the minutes of January 14, 2019. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

4. APPROVAL OF AGENDA

Commissioner Korte made the motion to approve the agenda as presented. Commissioner Meyer seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

5. OLD BUSINESS

6. NEW BUSINESS

- A. **19-SP-004** Ahmed Jakupovic, applicant, on behalf of 7703 Jerome, LLC, owner, is seeking a Site Plan Approval in order to close off a garage on an existing single family home located at 960 Hanna Road, in the R-4 Single-Family Residential Zoning District.

Ahmed Jakupovic presented this case. He explained the project and answered the Planning and Zoning Commissions questions. Director Rippetoe reported that the plans meet all zoning regulations and staff had no objections.

Mayor Clement made the motion to approve the Site Plan of CASE #19-SP-004. Commissioner Korte 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. **19-TXT-001** City Staff proposes a Zoning Text Amendment to sections of Article I of Chapter 400 of the Code of Ordinances of the City of Manchester regarding Administration. The proposed changes will affect Section 400.020 pertaining to Composition and Section 400.060 pertaining to Quorum.

Director Rippetoe presented this case. She explained that this change would allow the Aldermanic Liaison to vote on the Planning and Zoning Commission and would change the number of members needed for a quorum. The Commission discussed the language of the

text amendment and the specification of the term period for elected officials on the Commission.

Chairman Truesdell made the motion to table the Text Amendment of CASE #19-TXT-001 pending discussion with the City Attorney of requested specifications. 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

7. PLANNING AND ZONING DIRECTOR’S REPORT

Director Rippetoe reported updates on Code Enforcement cases and on cases that had previously come before the Planning and Zoning Commission.

8. EX-OFFICIO’S REPORT

9. MAYORAL REPORT

Mayor Clement updated the Commission on the Better Together proposal and upcoming meetings with small businesses and veterans.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Chairman Truesdell welcomed Linda Fluchel to the Planning and Zoning Commission.

11. ADJOURNMENT

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of February 11, 2019 at 7:35 p.m. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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