



**CITY OF MANCHESTER**

**PLANNING AND ZONING COMMISSION  
MEETING MINUTES  
February 24, 2020**

**COMMISSIONERS**

Jason Truesdell, Chairman (2022)  
 Jerry Meyer (2021)  
 Joni Korte (2022)  
 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**

- A. 19-TXT-010** Discount Tire ad RCP-N, LLC, applicants, propose a Zoning Text Amendment to a section of Article V of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Zoning Regulations.
- B. 19-SUP-003** Todd Mosher, RA Smith, Inc., applicant, on behalf of Halle Properties, LLC, contract purchaser, has applied for approval of a Special Use Permit for Discount Tire, retail sales of auto parts and tires with service facilities, to be located at 14356 Manchester Road in the "PBD" Planned Business Development Zoning District.
- C. 19-SP-019** Todd Mosher, RA Smith, Inc., applicant, on behalf of Halle Properties, LLC, contract purchaser, has applied for approval of a Site Plan for Discount Tire, retail sales of auto parts and tires with service facilities, to be located at 14356 Manchester Road in the "PBD" Planned Business Development Zoning District.
- D. 19-SUB-003** RCP-N, LLC, on behalf of H&L Property Management, LLC, owner under contract, has applied for approval of a Boundary Adjustment in order to consolidate 4 lots into 1 lot located at 14365 Manchester Road, in a in the "PBD" Planned Business Development Zoning District.

**REPRESENTATIVES OF CASES**

- **Steve Noles**  
**Noles Properties RCP-N LLC**  
 11361 Olive  
 Creve Coeur, MO 63141  
 314-997-2515
- **Stephen L. King, Jr.**  
**Jenkins & King, P.C.**  
 150 N Meramec Ave  
 Clayton, MO 63105  
 314-721-2525
- **Todd Mosher**  
**RA Smith**  
 1245 E Diehl Rd  
 Suite 102  
 Naperville, IL 60563  
 847-682-9421

E. **20-SUP-002** Janet Escamilla, applicant, on behalf of Stonegate Center Partnership, owner, has applied for approval of a Special Use Permit to allow a restaurant serving alcohol in a grocery store to be located at 25 Stonegate Center, in the "C-2" Commercial Zoning District.

- **Janet Escamilla  
El Jarocho**  
25 Stonegate Center  
Valley Park, MO 63088  
314-780-3049

**1. CALL TO ORDER**

Chairman Truesdell called the Planning and Zoning meeting of February 24, 2020 to order at 7:00 p.m.

**2. ROLL CALL**

Chairman Truesdell asked the Recording Secretary to take roll.

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

**3. APPROVAL OF MINUTES**

Mayor Clement made the motion to approve the minutes of February 10, 2020. 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**

Chairman Truesdell made a motion to move CASE #20-SUP-002 to be reviewed first. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

Alderman Hamill made the motion to approve the agenda as amended. Mayor Clement seconded the motion. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

5. OLD BUSINESS

- E. **20-SUP-002** Janet Escamilla, applicant, on behalf of Stonegate Center Partnership, owner, has applied for approval of a Special Use Permit to allow a restaurant serving alcohol in a grocery store to be located at 25 Stonegate Center, in the “C-2” Commercial Zoning District.

Janet Escamilla presented this case. She explained that she is opening a Mexican grocery store that will serve some food and alcohol. Director Rippetoe reported that the applicant had submitted all required documents and had sufficient parking for the proposed use. Staff had no objections.

Alderman Hamill made the motion to give a favorable recommendation to the Board of Aldermen regarding the Special Use Permit of CASE #20-SUP-002. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	0

Cases 19-TXT-010, 19-SUP-003, 19-SP-019 and 19-SUB-003 were presented together.

- A. **19-TXT-010** Discount Tire ad RCP-N, LLC, applicants, propose a Zoning Text Amendment to a section of Article V of Chapter 405 of the Code of Ordinances of the City of Manchester regarding Zoning Regulations.
- B. **19-SUP-003** Todd Mosher, RA Smith, Inc., applicant, on behalf of Halle Properties, LLC, contract purchaser, has applied for approval of a Special Use Permit for Discount Tire, retail sales of auto parts and tires with service facilities, to be located at 14356 Manchester Road in the “PBD” Planned Business Development Zoning District.
- C. **19-SP-019** Todd Mosher, RA Smith, Inc., applicant, on behalf of Halle Properties, LLC, contract purchaser, has applied for approval of a Site Plan for Discount Tire, retail sales of auto parts and tires with service facilities, to be located at 14356 Manchester Road in the “PBD” Planned Business Development Zoning District.
- D. **19-SUB-003** RCP-N, LLC, on behalf of H&L Property Management, LLC, owner under contract, has applied for approval of a Boundary Adjustment in order to consolidate 4 lots into 1 lot located at 14365 Manchester Road, in a in the “PBD” Planned Business Development Zoning District.

Stephen King, Jr., Steve Noles and Todd Mosher presented this case. Mr. King explained that they changed the wording of the previously presented text amendment. He explained that the special use referenced in the text amendment would be for a tire store only and that other similar uses are currently approved in the Planned Business District. He noted the hours of operation for the Discount Tire would be 8am to 6pm Monday through Saturday and would be closed on Sundays.

Steve Noles continued that since the last Planning & Zoning meeting they met with Manchester elected officials for feedback on the project. He continued that they revised the Site Plan after hearing their input. The development would have one entrance to Manchester Road and there would also be a shift in the entrance that was proposed on Old Sulphur Spring Rd to an entrance on 2<sup>nd</sup> Street. Along with this there would be more pavers, landscaping, antique benches and a large clock added to the site to make it a more walkable area.

Director Rippetoe reported that the applicants had changed the Text Amendment and amended the Special Use Permit and Site Plan to include the new definition from the Text Amendment. She continued that the Special Use Permit and Site Plan are contingent upon approval of the Text

Amendment. She explained that the Site Plan would require a greenspace variance, similar to other businesses in the district, but meets all other City regulations if the Text Amendment and Special Use Permit are approved. Director Rippetoe continued that the Boundary Adjustment consolidation meets all the City’s regulations and does not require approval of the other cases to approve.

Mr. Noles, Mr. King and Mr. Mosher answered questions presented by the Commission about landscaping, entrances to the facilities and the design of the structure in the context of the Planned Business District. Director Rippetoe answered the Commission’s questions about the process of approval.

Commissioner Dodge made the motion to give a favorable recommendation regarding the Text Amendment for the of CASE #19-TXT-010. Commissioner Meyer seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

The roll call vote was as follows: AYE, Commissioner Dodge, Meyer, and Smith; NAY, Commissioner Korte, Chairman Truesdell, Mayor Clement and Alderman Hamill; ABSTAIN, none; ABSENT, none.

	Ayes	Nays	Abstentions	Excused
	3	4	0	0

Chairman Truesdell made the motion to table the Special Use Permit of CASE #19-SUP-003. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

	Ayes	Nays	Abstentions	Excused
	7	0	0	0

Chairman Truesdell made the motion to table the Site Plan of CASE #19-SP-019. Alderman Hamill seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

	Ayes	Nays	Abstentions	Excused
	7	0	0	0

Chairman Truesdell made the motion to table the Boundary Adjustment of CASE #19-SUB-003. Alderman Hamill seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

	Ayes	Nays	Abstentions	Excused
	7	0	0	0

**6. NEW BUSINESS**

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

Director Rippetoe reported the status of projects previously approved by the Planning & Zoning Commission. She also notified the Commission that the City is working on revising the nuisance regulations. Additionally, she provided updates in Code Enforcement and upcoming projects.

**8. EX-OFFICIO’S REPORT**

Alderman Hamill reported that two new police officers were introduced at the last Board of Aldermen meeting. He also reported that the Parks, Recreation and Arts Department is in the process of getting a rock-climbing wall for the pool.

**9. MAYORAL REPORT**

Mayor Clement updated the Commission on events and meetings going on in Manchester including the Veteran’s Resource event on February 27<sup>th</sup>.

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

The Planning & Zoning Commission asked for updates on City litigation, questions about signage for businesses and redevelopment in the area.

**11. ADJOURNMENT**

Alderman Hamill made the motion to adjourn the Planning and Zoning Commission meeting of February 24, 2020 at 7:43 p.m. Motion seconded by Commissioner Korte; 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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