



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
June 22, 2020

COMMISSIONERS

Jason Truesdell, Chairman (2022)
Jerry Meyer (2021)
Joni Korte (2022)
Mark Smith (2022)
Paula Glaser (2024)
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. **20-SP-008** McKelvey Homes, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 520 Connie Lane, zoned R-1 Residential.

- B. **20-SP-009** First Church of Christ, Scientist, owner, is seeking approval of a Site Plan to construct an addition on an existing commercial building to be located at 14386 Manchester Road, zoned PBD Commercial.

- C. **20-SP-010** Tim Carroll, on behalf of PG Carroll, owner, is seeking approval of a Site Plan to construct an addition on an existing single-family home located at 743 La Feil Drive, zoned R-2A Single-Family Residential.

- **Thomas Krieger**
McKelvey Homes
218 Chesterfield Towne Centre
Chesterfield, MO 63005
314-497-0183

- **Keevin Schier**
2989 Clarkson Rd
Chesterfield, MO 63017
847-971-7320

- **Tim Carrol & Anthony Duncan**
743 La Feil Dr
Manchester, MO 63021
314-221-4005

1. CALL TO ORDER

Chairman Truesdell called the Planning and Zoning meeting of June 22, 2020 to order at 7:03 p.m.

2. ROLL CALL

Chairman Truesdell asked the Recording Secretary to take roll.

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

At 7:05pm Chairman Truesdell lost connection with the meeting and Acting Chairman Smith took over the role as chair.

3. APPROVAL OF MINUTES

Mayor Clement made the motion to approve the minutes of May 26, 2020. Motion seconded by Commissioner Meyer; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
6	0	0	2

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
6	0	0	2

5. OLD BUSINESS

At 7:08pm Chairman Truesdell regained connection with the meeting and resumed the role as chair.

6. NEW BUSINESS

- A. **20-SP-008** McKelvey Homes, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 520 Connie Lane, zoned R-1 Residential.

Thomas Krieger presented this case. He explained that they would be constructing a single family home at 520 Connie Ln. Director Rippetoe reported that the applicant had submitted all required documentation and met all the City’s setback and zoning regulations. Staff had no objections.

Mayor Clement made the motion to approve the Site Plan of CASE #20-SP-008. 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	1

- B. **20-SP-009** First Church of Christ, Scientist, owner, is seeking approval of a Site Plan to construct an addition on an existing commercial building to be located at 14386 Manchester Road, zoned PBD Commercial.

Keevin Shier presented this case. He explained that they purchased the building and are proposing renovations including glass frontage of the building to modernize and beautify the

space. The interior renovations are to modernize and adapt the space for use as a retail religious bookstore. Director Rippetoe reported that the proposed addition to the front and other exterior renovations meet all the zoning setback regulations for the Planned Business District. Staff had no objections. Mr. Schier answered questions presented by the Commission and explained that the utilities running through the front of the property will not affect their project. He continued to explain that the main interior space would be a religious bookstore use and there would be a small reading area in the back. Director Rippetoe confirmed that there was sufficient parking for this use.

Chairman Truesdell made the motion to give a favorable recommendation to the Board of Aldermen regarding the Site Plan of CASE #20-SP-009. 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	1

- C. **20-SP-010** Tim Carroll, on behalf of PG Carroll, owner, is seeking approval of a Site Plan to construct an addition on an existing single-family home located at 743 La Feil Drive, zoned R-2A Single-Family Residential.

Tim Carrol and Anthony Duncan presented this case. They explained that the project consists of rehabbing the house to expand the square footage and update the exterior. The addition would go where the existing deck was located in the rear of the house and adds an additional story. Director Rippetoe reported that the project meets all zoning regulations and setback requirements. She explained that the project had to come before the Commission due to the proposed second story affecting the elevation of the home. Staff had no objections. Mr. Carrol answered questions presented by the Commission regarding the height and confirmed that there have not been any negative comments from neighbors about the addition.

Commissioner Meyer made the motion to approve the Site Plan of CASE #20-SP-010. 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	1

7. PLANNING AND ZONING DIRECTOR’S REPORT

Director Rippetoe reported that the Planning & Zoning Department has been busy with permitting during the pandemic. She explained that the department is back in the office full time. Code Enforcement staggers their time in the office and in the field so they can social distance in their cubicle. She also gave the Commission updates on previously presented cases and notified the Commission that next month’s meetings will be held in person.

8. EX-OFFICIO’S REPORT

9. MAYORAL REPORT

Mayor Clement reported on updates on the accreditation process for the Manchester Police Department. He explained that Chief Will will begin to hold Chat with the Chief meetings to further communication with the community. Mayor Clement also talked about St. Louis County’s Small

Business Relief fund and notified the Commission of community events including the food drive for Circle of Concern and an upcoming blood drive.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

Chairman Truesdell commended the Manchester Police for their response during this difficult time.

11. ADJOURNMENT

Commissioner Korte made the motion to adjourn the Planning and Zoning Commission meeting of June 22, 2020 at 7:31 p.m. Motion seconded by Mayor Clement; motion approved by voice vote. The vote taken was recorded as follows:

Ayes	Nays	Abstentions	Excused
7	0	0	1

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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