



CITY OF MANCHESTER
PLANNING AND ZONING COMMISSION
MEETING MINUTES
 July 27, 2020

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| <u>COMMISSIONERS</u> | <u>CITY OFFICIALS AND STAFF</u> |
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Jason Truesdell, Chairman (2022)
 Jerry Meyer (2021)
 Joni Korte (2022)
 Mark Smith (2022)
 Paula Glaser (2024)
 John Dodge (2022)
 Mike Clement, Mayor

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

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| <u>CASES</u> | <u>REPRESENTATIVES OF CASES</u> |
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- A. **20-SP-011** Jason Lehmann, of Jeff Day and Associates, applicant, on behalf of Carol Berner, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 805 Connie Lane, zoned R-1 Residential.

- B. **20-SP-012** Flower and Fendler Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 411 Ava Renee Dr, zoned R-4 Residential.

- C. **20-TXT-005** City Staff proposes Text Amendments to Articles II and V of Chapter 405 Zoning Regulations pertaining to the sale of tobacco products, electronic smoking devices and associated definitions.

- **Jason Lehmann**
Jeff Day & Associates
 14311 Manchester Road
 Manchester, MO 63011
 314-644-2775

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

1. CALL TO ORDER

Acting Chairman Smith called the Planning and Zoning meeting of July 27, 2020 to order at 7:00 p.m.

2. ROLL CALL

Acting Chairman Smith asked the Recording Secretary to take roll.

| | | | |
|---------------------------|---------|----------------------------------|---------|
| Commissioner Jerry Meyer | Present | Chairman Jason Truesdell | Excused |
| Commissioner Paula Glaser | Present | Commissioner Mark Smith | Present |
| Commissioner Joni Korte | Excused | 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 June 22, 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 Meyer made the motion to approve the agenda as presented. Alderman Hamill seconded the motion. The vote taken was recorded as follows:

| | | | |
|------|------|-------------|---------|
| Ayes | Nays | Abstentions | Excused |
| 6 | 0 | 0 | 2 |

5. OLD BUSINESS

6. NEW BUSINESS

- A. 20-SP-011** Jason Lehmann, of Jeff Day and Associates, applicant, on behalf of Carol Berner, owner, is seeking approval of a Site Plan to construct a new single family home to be located at 805 Connie Lane, zoned R-1 Residential.

Jason Lehmann presented this case. He explained that they would be constructing a new single family home at 805 Connie Ln that would be a story and a half. 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. Mr. Lehmann answered the Commission’s questions and clarified that the home would be a little over 1600 sq. ft.

Alderman Hamill made the motion to approve the Site Plan of CASE #20-SP-011. Mayor Clement seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

| | | | |
|------|------|-------------|---------|
| Ayes | Nays | Abstentions | Excused |
| 6 | 0 | 0 | 2 |

- B. 20-SP-012** Flower and Fendler Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 411 Ava Renee Dr, zoned R-4 Residential.

No one was present to present this case.

Acting Chairman Smith made the motion table the Site Plan of CASE #20-SP-012 to the after the next item on agenda. Alderman Hamill seconded the motion; it was passed by voice vote. The

vote taken was recorded as follows:

| | | | |
|------|------|-------------|---------|
| Ayes | Nays | Abstentions | Excused |
| 6 | 0 | 0 | 2 |

- C. **20-TXT-005** City Staff proposes Text Amendments to Articles II and V of Chapter 405 Zoning Regulations pertaining to the sale of tobacco products, electronic smoking devices and associated definitions.

Director Rippetoe presented this case. She explained that the proposed amendments are to define and address the distance of the sale of tobacco products and electronic smoking devices in relation to schools in the commercial districts. The location will be determined by zoning, rather than requiring additional licensing and will not affect current businesses. The proposed change would not allow for the sale of tobacco products or smoking devices within 1,000 feet of an Elementary or Secondary School. Director Rippetoe answered questions presented by the Commission regarding distance requirements implemented by St. Louis County and current regulations.

Mayor Clement made the motion to give a positive recommendation to the Board of Aldermen regarding the Text Amendment of CASE #20-TXT-005. Alderman Hamill seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

| | | | |
|------|------|-------------|---------|
| Ayes | Nays | Abstentions | Excused |
| 6 | 0 | 0 | 2 |

- B. **20-SP-012** Flower and Fendler Inc., owner, is seeking approval of a Site Plan to construct a new single family home to be located at 411 Ava Renee Dr, zoned R-4 Residential.

No one was present to present this case. Director Rippetoe explained to the Board they could table the case until the applicant was in attendance if they had questions, but the house was standard for the development and the new home construction meets all zoning and setback regulations. Staff had no objections. She explained that the Board could vote for the Site Plan without the applicant present if they chose.

Commissioner Meyer made the motion approve the Site Plan of CASE #20-SP-012. Acting Chairman Smith seconded the motion; it was passed by voice vote. The vote taken was recorded as follows:

| | | | |
|------|------|-------------|---------|
| Ayes | Nays | Abstentions | Excused |
| 6 | 0 | 0 | 2 |

7. PLANNING AND ZONING DIRECTOR'S REPORT

Director Rippetoe reported that there will be a Board of Adjustment Meeting on Thursday, August 13th with three fence cases. She updated the Commission on previously presented cases and explained Code Enforcement has been very busy with storm water issues from the recent storms.

8. EX-OFFICIO'S REPORT

Alderman Hamill reported that Board of Aldermen received a clean audit letter for the 2019 financials. He also reported that the six-month financials were off less than predicted.

9. MAYORAL REPORT

Mayor Clement reported that the City is continuing to push transparency in policing and notified the Commission that Chief Will will be holding Chats with the Chief to answer resident’s questions. He also told the Commission of a recent event with many faith leaders in the community about policing. Mayor Clement reported that he received a list of Manchester businesses that would be eligible for the Small Business Relief from St. Louis County and he hopes that more will be added from the Manchester area.

10. COMMENTS FROM THE PLANNING AND ZONING COMMISSION

11. ADJOURNMENT

Alderman Hamill made the motion to adjourn the Planning and Zoning Commission meeting of July 27, 2020 at 7:20 p.m. Motion seconded by Mayor Clement; motion approved by voice vote. The vote taken was recorded as follows:

| Ayes | Nays | Abstentions | Excused |
|------|------|-------------|---------|
| 6 | 0 | 0 | 2 |

Respectfully submitted by:
Cinnamon Mullins, Recording Secretary
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