



**MINUTES**  
**PLANNING & ZONING COMMISSION**  
**ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376**  
**MEETING OF SEPTEMBER 2, 2015**  
**6:30 P.M.**

**CALL TO ORDER:**

Chairman Keith McNames called the meeting to order at approximately 6:30 p.m.

**INVOCATION:**

A moment of silent prayer was observed.

**PLEDGE OF ALLEGIANCE:**

All in attendance said the Pledge of Allegiance.

**ATTENDANCE:**

Those in attendance were: Chairman Keith McNames; Michael Utter; Steve Snarzky; Janet Shetterly; Bill Yoffie; Marilyn Shaikewitz; Pat Kelley; Larry Sachse; Gary Westhoff; Steven Bailey; Julie Powers; Director of Planning, Community and Economic Development; Ken Braunfeld, Planning Coordinator; Roger Stewart, Building Commissioner; and Melissa Vollmer, Recording Secretary. Chris Winslow, Denise O'Mara and Alderman Judy Bateman were absent.

**MINUTES:**

A motion was made by Mr. Kelley and seconded by Mr. Westhoff to approve the minutes of the August 5, 2015 Planning and Zoning Commission meeting. The motion carried unanimously.

**COMMUNICATIONS AND REPORTS OF OFFICERS:**

Chairman Keith McNames explained the procedures for this evening's meeting. Ms. Powers noted that the items on the agenda requiring Board of Alderman action would be on the September 24th Board of Alderman Meeting Agenda.

**OLD BUSINESS:**

**1. Home Occupations:**

- a. Koexist Creations, LLC (clothing and jewelry): J. Gerardo Padron, 1128 Athena Way.

Mr. Gerardo Padron presented this to the Commission for approval. Mr. Yoffie made a motion and Ms. Shetterly seconded to approve this application with the following contingency:

1. All equipment and supplies must be stored inside the residence.

The motion carried unanimously.

**NEW BUSINESS:**

**1. Home Occupations:**

- a. Only Educators, LLC (online/website for certified educators): William. C. Kircher II, 1917 Scenic Meadow Court.

Mr. William Kircher presented this to the Commission for approval. Mr. Westhoff made a motion and Mr. Kelley seconded to approve this application with no contingencies. The motion carried unanimously.

- b. Kare Reiki (stress relief/relaxation service): Karen Davis, 3022 Valley Ridge Drive.

Ms. Karen Davis presented this to the Commission for approval. Mr. Yoffie made a motion and Ms. Shetterly seconded to approve this application with the following contingency:

1. All customers must park in the driveway.

The motion carried unanimously.

- c. CR Fence Builders (fence company): Carl Canter, 1304 Josh Drive.

Mr. Carl Canter presented this to the Commission for approval. Mr. Westhoff made a motion and Ms. Shaikewitz seconded to approve this application with the following contingencies:

1. No outside storage of materials or equipment shall be permitted.
2. The trailer must be parked behind the fence as indicated on the application.

The motion carried unanimously.

- d. Echo Brand Geeks, LLC (marketing consultants, graphic design, web agency): Andrew Krueger, 470 Benton Drive, Unit E

Mr. Andrew Krueger presented this to the Commission for approval. Ms. Shetterly made a motion and Mr. Kelley seconded to approve this application with no contingencies. The motion carried unanimously.

**2. Other:**

- a. Street Naming – Executive Centre Loop South: South of Veterans Memorial Parkway, east of Executive Centre Parkway.

Mr. Ken Braunfeld presented this to the Commission for approval. Mr. Braunfeld explained that the City has recently completed modifications to the roadway network near Executive Centre Parkway and Veterans Memorial Parkway. The new road connects to Jungermann Circle and also to a new road along the future Marriott Courtyard Hotel. Two roundabouts are included in the new road connection. As part of these improvements, Stille Drive was changed to a dead-end road and now only serves the adjacent users. The road system includes a new connection, which, therefore requires naming. Staff recommends the name match the loop road on the north side of Interstate 70; therefore, staff recommends the name Executive Centre Parkway Loop South for this roadway. Mr. Westhoff made a motion and Ms. Shetterly seconded to recommend approval of this street name to the Board of Aldermen. The motion carried unanimously.

**3. Public Hearings:**

- a. Petition 15-12 – Saint Charles Tattoo, Inc.: A request for a Special Use Permit in the C-3 General Commercial District for a tattoo and body piercing facility on a 1.1 +/- acre parcel. The subject site is located on the north side of North St. Peters Parkway, west of Woodstream Drive, also known as 4211 North St. Peters Parkway.

Mr. Micah Davie and Mrs. Elizabeth Davie, owners, presented this to the Commission for approval. Mr. Davie explained that the proposed tattoo/body piercing facility will be located within an existing retail shopping center, known as Charleston Square. The facility will provide tattoos and piercing to individual clients. Mr. Davie noted that they want to operate an attractive facility that adheres to the highest professional standards including cleanliness. The facility will comply with all State and City license and health requirements related to tattoo and piercing establishments and will be state of the art. Chairman McNames opened the public hearing at 6:58 p.m. and asked anyone wishing to speak on this petition to please come forward. Ms. Peggy Correnti, co-owner of A+ Wigs and Cuts, had concerns regarding the traffic in and out of the plaza as well as the appearance of the proposed business. Ms. Jean Taylor, co-owner of A+ Wigs and Cuts, had concerns with the traffic and appearance of the proposed business as well. Chairman McNames noted the Commission received a letter from Victoria O'Leary, 4243 Weatherton Place, in opposition of this petition; a letter from Mr. Matt O'Leary, 4243 Weatherton Place, in opposition of this petition; and a letter from Lorraine Bornhop, 4228 Weatherton Place in opposition to this petition. Seeing no one else present to comment, Chairman McNames closed the public hearing at 7:01 p.m. Mr. Davie addressed the concerns raised during the public hearing and noted that they will be good neighbors to A+ Wigs and Cuts. Mr. Westhoff made a motion and Ms. Shetterly seconded to adopt staff's Findings of Fact as the Commission's Findings of Fact. The motion carried unanimously. Mr. Kelley made a motion and Mr. Bailey seconded to recommend approval of this Special Use Permit to the Board of Aldermen. The motion carried unanimously.

- b. Petition 15-13 – Didion Orf Recycling, Inc.: A request for a Special Use Permit in the I-2 Heavy Industrial District for a recycling facility/operation on a 5.65 +/- acre parcel. The subject site is located east of Mid Rivers Mall Drive, southeast of Didion Drive.

Mr. Doug Tieman, Pickett Ray & Silver, presented this to the Commission for approval. Mr. Tieman explained that Didion-Orf Recycling has operated from this site for more than thirty years. The existing facility contains an office/scale house building, various warehouses and a large material recycling yard. In 2010, a new 12,000 square foot warehouse building was constructed to accept electronic waste such as computers, monitors, televisions, etc., for recycling. The current request is for a proposed expansion of the facility to the west. The project will include a new 40,000 square foot building and additional drive and parking area on a 3.92 acre lot. The new facility will be used for electronics recycling. In addition to recycling, the general offices of Didion-Orf Recycling will move to this new building. Access to the existing facilities and proposed project will continue to be from the existing drive that connects to Mid Rivers Mall Drive. Chairman McNames opened the public hearing at 7:08 p.m. and asked anyone wishing to speak on this petition to please come forward. Seeing no one present to comment, Chairman McNames closed the public hearing at 7:08 p.m. Mr. Westhoff made a motion and Mr. Kelley seconded to adopt staff's Findings of Fact as the Commission's Findings of Fact. The motion carried unanimously. Mr. Kelley made a motion and Mr. Yoffie seconded to recommend approval of this petition to the Board of Aldermen. The motion carried unanimously.

## Planning and Zoning Commission Meeting Minutes

September 2, 2015

### 3. Record Plats:

- a. Didion-Orf Subdivision: East of Mid Rivers Mall Drive, southeast of Didion Drive.

Mr. Doug Tieman, Pickett Ray & Silver, and Mr. Dean Orf, owner, presented this to the Commission for approval. Mr. Tieman explained that the plat will create three lots. Lot 1 will contain 2.02 acres and front to Mid Rivers Mall Drive and be available for future development. Lot 2 will contain 3.92 acres and allow for the development of a new recycling building. Lot 3 will contain 1.73 acres on which an existing recycling building is located. Access to the properties is from Didion Drive which is a private street. Access between lots 2 and 3 will be contained within a new driveway and parking easement. Mr. Bailey made a motion and Ms. Shetterly seconded to add the following contingency: Coordinate potential right-of-way and easement dedication with the Planning Department. The motion carried unanimously. Mr. Kelley made a motion and Mr. Westhoff seconded to recommend approval of this record plat to the Board of Aldermen with the following contingencies:

1. Coordinate the location of the cross-access driveway, parking easement, and utility easements based on the final layout of the site plan.
2. Note/call out all existing gas and/or hazardous liquid pipelines or pipeline facilities through the subdivision.
3. Items to be provided prior to recording:
  - a. Provide seal and signature.
  - b. Provide verification that the taxes have been paid on the property.
  - c. Provide digital media copy of the plat.
4. Coordinate potential right-of-way and easement dedication with the Planning Department.

The motion carried unanimously.

- b. Barrington Square: South side of Veterans Memorial Parkway, east of Belleau Creek Road.

Mr. Tom Glosier presented this to the Commission for approval. Mr. Glosier explained that the proposed subdivision will be located on the south side of Veterans Memorial Parkway, east of Belleau Creek Road. The development will contain fifty-four single family residential lots on a 13.903 acre tract. Lots will range in size from approximately 5,700 square feet to 17,000 square feet with the majority in the 6,000 to 7,000 square foot range. Access will be from a public street that connects to Veterans Memorial Parkway to be known as Cambridgeshire Drive. The two existing commercial properties along Veterans Memorial Parkway will remain and are not part of this plat. Common ground for the subdivision's storm water detention basin will also be created. Mr. Westhoff made a motion and Ms. Shetterly seconded to recommend approval of this plat to the Board of Aldermen with the following contingencies:

1. Remove the proposed easement vacation language from the plat and note to be vacated by separate document.
2. Verify all lots are a minimum of fifty feet wide measured at the front building line.
3. Coordinate the final road dedication, detention basin, storm water, and general utility easement location and language with the Planning Department.
4. Update the City signature block.
5. Remove note 7 regarding zoning and note 8 regarding the floodplain.
6. Items to be provided prior to recording:
  - a. Provide seal and signature.
  - b. Provide verification that the taxes have been paid on the property.
  - c. Provide digital media copy of the plat. The motion carried unanimously.

**4. Site Plans:**

- a. Didion Orf Recycling, Inc.: East of Mid Rivers Mall Drive, southeast of Didion Drive.

Mr. Doug Tieman, Bax Engineering, presented this to the Commission for approval. Mr. Tieman explained that the owner is proposing a new larger facility, west of their current location. The new facility will include a new 40,000 square foot building and additional drive and parking area on a 3.92 acre lot. In addition to recycling, the general offices of Didion-Orf Recycling will move to this new building. Mr. Tieman noted that an additional 20,000 square foot future addition is also being pre-planned on the site plan. Access to the existing facility and proposed project will continue to be from the existing drive that connects to Mid Rivers Mall Drive. The proposed building design includes a block base and cement board siding along the front with concealed metal panels on the side and rear. The entrance also includes a decorative element over the front door. There was general discussion among the Commission regarding the west elevation of the building and ways to enhance its appearance. Mr. Westhoff made a motion and Mr. Kelley seconded to add the following contingencies: Verify the HVAC equipment will be screened as needed; and Add trees and shrubs along the west property line to soften the sites appearance. The motion carried unanimously. Mr. Snarzyk made a motion and Mr. Utter seconded to approve this site plan with the following contingencies:

1. Label each parcel as proposed lot 1, 2 and 3.
2. Coordinate the location and width of the cross-access driveway and parking easements.
3. Note all future outside storage areas will be screened from public view and contained within a defined area, as approved by the Planning Department.
4. Provide detail of wall mounted downcast light fixtures.
5. Coordinate the final landscape plan with the Planning Department and obtain compliance with Chapter 535 Tree and Landscape requirements.
6. Verify the HVAC equipment will be screened as needed.
7. Add trees and shrubs along the west property line to soften the sites appearance.

The motion carried unanimously.

- b. Lewis Boats: North side of I-70 Service Road North, west of Shady Springs Lane.

Mr. Dennis Orne, LePique and Orne Architects and Mr. Cliff Heitman, Bax Engineering, presented this to the Commission for approval. Mr. Heitman explained that Lewis Boats is proposing an 8,750 square foot expansion to the existing 11,895 square foot building, constructed in 1977. The proposed expansion will be to the rear of the existing facility and enclose a portion of the outside storage yard. The new building will allow for more maintenance and storage of boats to be conducted inside rather than outside. The proposed expansion will require the site to obtain a variance to permit the current ten foot setback to remain. Mr. Orne explained that the proposed addition will be a combination of metal with partial block base. The side of the proposed building that faces the main parking and drive area will have a block base for durability and use concealed fasteners for improved aesthetics. Since the proposed addition is not visible from the street and is adjacent to a self-storage facility on the west and the site's boat storage yard on the south and east, the remainder of the building will be standard metal siding. Mr. Westhoff made a motion and Ms. Shetterly seconded to approve this site plan with the following contingencies:

1. Obtain a variance for existing and proposed side yard encroachment.
2. Verify fire hydrant coverage.
3. Coordinate the final landscape plan with the Planning Department.

The motion carried unanimously.

Planning and Zoning Commission Meeting Minutes  
September 2, 2015

A motion was made by Mr. Bailey and seconded by Ms. Shetterly to adjourn the meeting at 7:35 p.m. The motion carried unanimously.

Respectfully submitted:

---

Melissa M. Vollmer, Recording Secretary

---

Chairman Keith McNames  
Planning and Zoning Commission