



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF AUGUST 6, 2014
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; Bill Yoffie; Larry Sachse; Bill Rupp; Gary Westhoff; Janet Shetterly; Chris Winslow; Steven Bailey; Pat Kelley; Marilyn Shaikewitz; Alderman Patrick Barclay; Julie Powers, Director of Planning, Community and Economic Development; Roger Stewart, Building Commissioner; Ken Braunfeld, Planning Coordinator; Liane Sargent, City Engineer, and Melissa Vollmer, Recording Secretary.

MINUTES:

A motion was made by Mr. Kelley and seconded by Mr. Rupp to approve the minutes of the July 2, 2014 Planning and Zoning Commission meeting, with a typographical error change made to pages 4 and 5. The motion carried unanimously.

COMMUNICATIONS AND REPORTS OF OFFICERS:

Chairman Keith McNames explained procedures for this evening's meeting. Ms. Powers noted that the items agenda requiring Board of Alderman action would be on the August 28th Board of Alderman meeting. Ms. Powers also noted that joint work session will be held on Monday, August 18th.

OLD BUSINESS:

1. Public Hearings:

- a. Petition 14-07 – Verizon Wireless: A request for an amended Special Use Permit (SUP) in the I-1 Light Industrial District for a monopole communications tower and compound on a 0.06 acre tract. The subject site is located on the north side of North St. Peters Parkway, east of Kisker Road and west of Central School Road.

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Mr. Derek McGrew, Verizon Wireless, presented this to the Commission for approval. Mr. McGrew explained that Verizon Wireless is proposing the extension of a communications tower (wireless support structure) located on the north side of North St. Peters Parkway, east of Kisker Road. The wireless support structure will continue to be a traditional monopole which will be extended to one hundred thirty eight feet tall. The related equipment will be screened by a fence. In 2001, the site was zoned and approved for a wireless support structure of one hundred feet. A building permit was also issued in 2001 and the tower was constructed. Since that time, the structure has been extended and exceeds the 100 feet allowed by the original Special Use Permit. The current proposal includes the addition of antennae that will add a third user to the wireless support structure. The site is served by a gravel access road. To be consistent with current code standards, the drive will be paved. Chairman McNames opened the public hearing at 6:45 p.m. and asked anyone present to comment to please come forward. Seeing no one present to comment, Chairman McNames closed the public hearing at 6:45 p.m. There was general discussion regarding the sight-proof fence enclosure. Mr. Winslow made a motion and Alderman Barclay seconded to adopt staff's Findings of Fact as the Commission's Findings of Fact. The motion carried unanimously. Mr. Winslow made a motion and Mr. Westhoff seconded to recommend approval of the Special Use Permit to the Board of Aldermen with the following two changes made the draft Special Use Permit: B. General Requirements 2. All equipment compounds and shelters, except for the wireless support structure, shall be completely screened from view by a sight-proof fence enclosure or landscape buffer and chain link fence as shown on Exhibit C. Equipment shall not be visible above the enclosure., and B. General Requirements 4. The access drive shall be paved by July 31, 2015 or returned to a grass like condition. The motion carried unanimously.

NEW BUSINESS

1. Home Occupations:

- a. Gateway to Success, LLC (internet web development and marketing): Brandon Vagner, 528 Queens Court Place.

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

- b. Rubber Duck Pond (web-based business): Robin and Daryl Bowman, 16 Garden Gate Court.

Mrs. Robin Bowman presented this to the Commission for approval. Mr. Kelley made a motion and Mr. Bailey seconded to approve this application with the following contingencies:

1. All products shall be stored inside the garage or residence.

The motion carried unanimously.

- c. Lawn Services Plus (landscaping/lawn maintenance): Ronald Hayes, 1436 Cave Springs Estates Drive.

Mr. Ronald Hayes presented this to the Commission for approval. Mr. Kelley made a motion and Ms. Shetterly seconded to approve this application with the following contingencies:

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1. No outside storage of materials or equipment shall be permitted.
2. No employees shall meet at the residence.
3. No cleaning of equipment shall be done at the residence.
4. All equipment stored on any business vehicle brought to the residence must be screened from public view with an appropriate cover.
5. The utility trailer shall be stored off site.

The motion carried unanimously.

- d. A Guy with tools (handyman and odd jobs): Michael Gorzel, 2508 Spring Valley Drive.

Mr. Dennis Hohl presented this to the Commission for approval. Mr. Winslow made a motion and Mr. Sachse seconded to approve this application with the following contingencies:

1. No outside storage of material or equipment shall be permitted.
2. All vehicles used for the business must be parked in the driveway or garage.
3. All equipment stored on any business vehicle must be screened from public view with an appropriate cover.

The motion carried unanimously.

2. Other:

- a. Halloween Express: South side of Suemandy Drive, east of Mid Rivers Mall Drive – former JoAnn Fabrics – 190 Mid Rivers Center (use approval – temporary Halloween store).

Mr. Matt Goebel, Halloween Express, presented this to the Commission for approval. Mr. Goebel explained that the proposed temporary use will be a Halloween Store, open between August 15th and November 10th. The sales activity will be located completely within a portion of the vacant JoAnn Fabrics store in Mid Rivers Center. The hours of operation will be from 10:00 a.m. to 9:00 p.m. Ms. Shetterly made a motion and Mr. Rupp seconded to approve this temporary use with the following contingencies:

1. No outside storage or display of any merchandise shall be permitted.
2. All exterior signage shall be removed by November 10, 2014.

The motion carried unanimously.

- b. Street Vacation – Jungermann Circle: South side of Veterans Memorial Parkway, west of Jungermann Road.

Ms. Julie Powers presented this to the Commission for approval. Ms. Powers explained that the subject street right-of-way vacation involves excess right-of-way which will result with a new road relocation project. The new road will align with the existing alignment of Jungermann Circle and will provide access to Veterans Memorial Parkway and to the existing businesses in this area. A new road connecting to Veterans Memorial Parkway will be created next to the future Marriot hotel planned for this area. The new plan will include two roundabouts. With the new alignment, several pieces of existing right-of-way remain which are no longer needed. Chairman McNames opened the public hearing at 7:07 p.m. and asked anyone present to comment to please come forward. Seeing no one present to comment, Chairman McNames closed the public hearing at 7:07 p.m. Mr. Westhoff made a motion and Mr. Kelley

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seconded to recommend approval to the Board of Aldermen. The motion carried unanimously.

3. Record Plats:

a. Harpo Business Park: South side of Main Street, west side of North Church Street.

Ms. Jessica Hargrave, Bax Engineering, presented this to the Commission for approval. Ms. Hargrave explained that this 0.83 +/- acre property currently contains a retail building (Michael's Flooring) and a house with a detached garage, both fronting to Main Street. The property is currently divided into five lots. The plat will re-subdivide the property into two lots. Lot 1 will contain the existing house and lot 2 will contain the existing Michael's Flooring building and the proposed 10,000 square foot expansion. Mr. Winslow made a motion and Mr. Rupp seconded to recommend approval to the Board of Aldermen with the following contingency:

1. 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.

b. Farrell Center: West side of Jungermann Road, north side of Sutters Mill Road.

Ms. Jessica Hargrave, Bax Engineering, presented this to the Commission for approval. Ms. Hargrave explained that the 2.647 acre property currently contains one office/retail building fronting to Jungermann Road. The plat will subdivide the property into two lots. Lot 1 will be available for future development. Lot 2 will contain the existing office/retail building. The parking and driveway of the existing office building extends through lot 1; therefore, the plat will establish a cross-access easement to allow for its continued use. Mr. Westhoff made a motion and Mr. Kelley seconded to recommend approval to the Board of Aldermen with the following contingencies:

1. Revise the label and script language of the cross access easement to include parking.
2. Show only one total acreage and one label for lot 1.
3. Provide a 10 foot general utility easement along north property line.
4. Shift the proposed general utility easement over the eastern cross-access easement to the west property line cross access easement.
5. Remove the building outline and side and rear building line setbacks from the plat.
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.

c. The Pointe at Heritage Crossing Resubdivision of Lots 53A-56-A: West side of Calvert Place, south of Heritage Crossing.

Ms. Jessica Hargrave, Bax Engineering, presented this to the Commission for approval. Ms. Hargrave explained that the Pointe at Heritage Crossing record plat was originally created in 2006. Subsequent to the development of the subdivision, it was determined that Lots 53A through 56A would be converted

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into common ground. Therefore, the proposed plat will combine lots 53A through 56A and convert them into a single piece of common ground which will then be transferred to The Pointe at Heritage Crossing Home Owners Association. Alderman Barclay made a motion and Mr. Rupp seconded to recommend approval to the Board of Aldermen with the following contingencies:

1. Remove The Pointe at Heritage Crossing Home Owners Association signature block.
2. 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

A motion was made by Mr. Bailey and seconded by Ms. Shetterly to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:15 p.m.

Respectfully submitted:

Melissa M. Vollmer, Recording Secretary

Chairman Keith McNames
Planning and Zoning Commission