



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF APRIL 2, 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; Denise O'Mara; Larry Sachse; Bill Rupp; Gary Westhoff; Chris Winslow; Bill Yoffie; Steven Bailey; Pat Kelley; Marilyn Shaikewitz; Alderman Judy Bateman; Julie Powers, Director of Planning, Community and Economic Development; Roger Stewart, Building Commissioner; Ken Braunfeld, Planning Coordinator; and Melissa Vollmer, Recording Secretary. Janet Shetterly and Liane Sargent, City Engineer, were absent.

MINUTES:

A motion was made by Mr. Westhoff and seconded by Mr. Rupp to approve the minutes of the March 5, 2014 Planning and Zoning Commission meeting as presented. 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 on the agenda requiring Board of Alderman action would be on the April 24th Board of Alderman meeting.

OLD BUSINESS

1. Home Occupations:

- a. Erica Hilson Photography, LLC (photography): Erica Hilson, 403 Ellin Street.

Mr. Dan Hilson, representative for Erica Hilson, presented this to the Commission for approval. Mr. Winslow made a motion and Mr. Rupp seconded to approve this application with the following contingencies:

1. All customers shall park in the driveway.

The motion carried unanimously

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2. Site Plans:

- a. Ultimate Defense Firing Range & Training Facility Building Addition: North side of Brown Road, east of the North Service Road. (site plan re-approval).

Mr. J.R. Smith, Musler Engineering, presented this to the Commission for approval. Mr. Smith explained that the Planning and Zoning Commission approved a site plan for Ultimate Defense a year ago. Mr. Smith noted that they are requesting that the site plan be reapproved as the project has not begun due to a nationwide shortage of supplies (ammunition). Nothing on the site plan has changed since the original approval. Mr. Smith clarified that they did obtain a variance from the Board of Adjustment for the appropriate easements for the building and stairway encroachment. Mr. Westhoff made a motion and Mr. Kelley seconded to re-approve this site plan with the following contingencies:

1. Provide a minimum eight (8) foot tall vinyl coated chain link fence and/or locking gate to prevent access between the existing and proposed building on the north side of the site.
2. Provide verification that Lot 1 will maintain the minimum number of parking spaces as required by City Code.
3. Show the relocation of the trees on the east side of the site and obtain approval for compliance with Chapter 535 Tree and Landscape requirements.

The motion carried unanimously.

- b. St. Peters Memory Care: North side of Executive Centre Parkway, east of St. Peters Centre Boulevard (site plan re-approval).

Mr. J.R. Smith, Musler Engineering, presented this to the Commission for approval. Mr. Smith explained that the Planning and Zoning Commission approved a site plan for St. Peters Memory Care a year ago. Mr. Smith noted that they are requesting the site plan be re-approved as the project has not begun due to delays finalizing the financing. Nothing on the site plan has changed since the original approval. Mr. Smith stated that they did complete the subdivision of the property with a record plat. Mr. Yoffie made a motion and Mr. Winslow seconded to re-approve this site plan with the following contingencies:

1. Coordinate with the Engineering Department on the location of curb cuts on Executive Centre Parkway.
2. Coordinate the water line layout and which lines will be public with the Utility Department.
3. Coordinate the final lighting plan with the Planning Department.
4. Verify compliance with Chapter 535 Tree and Landscape requirements.

The motion carried unanimously.

NEW BUSINESS

1. Home Occupations:

- a. Sweet Start Ministries (non-profit): LaTonya Thomas, 6 Barkwood Trails.

Ms. LaTonya Thomas presented this to the Commission for approval. Chairman McNames made a motion and Mr. Winslow seconded to add the following contingency: All visitors to the business must park in the driveway. The motion carried unanimously. Mr. Winslow made a motion and Mr. Westhoff seconded to approve this application with the following contingency:

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1. All visitors to the business must park in the driveway.

The motion carried unanimously.

- b. Hunt Fencing, LLC (contractor): Bryan Hunt, 3806 Harvest Point Drive.

Mr. Bryan Hunt presented this to the Commission for approval. Mr. Rupp made a motion and Mr. Kelley seconded to approve this item with the following contingencies:

1. Trailer shall be stored in the garage or behind a sight proof fence.
2. All materials and equipment to be stored in the garage or screened from public view.

The motion carried unanimously.

2. Other:

- a. Brewer's True Value Hardware: East side of Jungermann Road, south of Willott Road (use approval – temporary plant sales).

Mr. David Brewer, owner, presented this to the Commission for approval. Mr. Brewer explained that they are requesting the establishment of a temporary outdoor display and sales area for plants, trees and mulch during the spring months. The outdoor sales area will be in place between March 1st and October 30th. The location will be in a portion of the parking lot which is generally in front of the store. No fencing is planned as the outdoor garden area will be framed by an existing curbed landscape island area. Mr. Westhoff made a motion and Mr. Winslow seconded to approve this temporary use with the following contingency:

1. All plants and products shall be contained within the designated area or store.

The motion carried unanimously.

3. Public Hearings:

- a. Petition 14-03 – All Generations Adult and Child Daycare Center: A request for a special use permit in the C-3 General Commercial District to operate an adult day care center on a 1.8 +/- acre tract. The subject site is located on the south side of Veterans Memorial Parkway and east side of Trade Center Drive – 1901 – 1913 Trade Center Drive.

Mr. Ron Rivers and Ms. Tiffany Mays, presented this to the Commission for approval. Ms. Mays explained that they are proposing an adult-day care center facility at the subject site. In the future, they would like to include a child day care center in the building as well. The building was formerly used for an elementary school so it can easily transition to the day care use. Mr. Rivers explained the growing need for adult day care centers as well as the types of activities that would be provided. Chairman McNames opened the public hearing at 7:06 p.m. and asked anyone present that wished to comment on this petition to please come forward. Seeing no one, Chairman McNames closed the public hearing at 7:06 p.m. Mr. Winslow made a motion and Mr. Rupp seconded to adopt staff's Findings of Fact as the Commission's Findings of Fact. The motion carried unanimously. Mr. Westhoff made a motion and Mr. Rupp seconded to recommend approval of this Petition to the Board of Aldermen subject to the Special Use Permit. The motion carried unanimously.

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A motion was made by Mr. Bailey and seconded by Mr. Rupp to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:07 p.m.

Respectfully submitted:

Melissa M. Vollmer, Recording Secretary

Chairman Keith McNames
Planning and Zoning Commission