



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF DECEMBER 3, 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; Cindy Carpenter; Gary Westhoff; Janet Shetterly; Bill Yoffie; Michael Utter; 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. Larry Sachse, Steven Bailey and Bill Rupp were absent.

MINUTES:

A motion was made by Mr. Westhoff and seconded by Mr. Kelley to approve the minutes of the November 5, 2014 Planning and Zoning Commission meeting. 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 December 18th Board of Alderman meeting. Alderman Barclay invited everyone to attend the Pearl Harbor Day Ceremony on December 7th, held at City Hall.

OLD BUSINESS

1. Home Occupations:

- a. The Steeping Pot (online sale of e-cigarettes & accessories): Charles Forrester, 1301 Woodridge Dr.

Mr. Charles Forrester requested that his application be withdrawn. Mr. Winslow made a motion and Ms. Shetterly seconded to withdraw this application. The motion carried unanimously.

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Mr. Winslow made a motion and Mr. Westhoff seconded to suspend the order of the agenda and move item 2.a. under Old Business until after item 2.a. under New Business. The motion carried unanimously.

3. Public Hearings:

- a. Petition 14-11 – SBA Telecommunications, LLC: A request for a Special Use Permit in the R-1 Single Family Residential District for a wireless support structure on a 5.45 +/- acre parcel. The subject site is located on the west side of Mid Rivers Mall Drive, south of Countryside Drive, also known as 837 Mid Rivers Mall Drive (Buchholz Mortuary).

Mr. Joe Markus, Black & Veatch, presented this to the Commission for approval. Mr. Markus explained that at the November 5th Planning and Zoning Commission meeting, the Commission held action on the application to allow the applicant to review an alternate location closer to the parking lot. Mr. Markus explained that they did review this with the property owner who indicated they are considering a parking lot expansion at some time and, therefore, do not want to shift the wireless support structure closer to the existing parking lot. Mr. Markus showed the Commission additional photo simulations which show the proposed facility from other adjacent locations to the north and south of the site. Mr. Markus also addressed questions raised by neighbors during last month's Public Hearing. Mr. Winslow 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 Ms. Shetterly seconded to recommend approval of this application to the Board of Aldermen. The motion carried unanimously.

NEW BUSINESS:

1. Home Occupations:

- a. Trees, Bushes & Shrubs, LLC (tree work): Greg Jennings, 21 Michelle Lane..

Mr. Greg Jennings presented this to the Commission for approval. Mr. Jennings explained that he would only be taking phone calls for his business at his home. All equipment is stored off-site. Chairman McNames opened the public comments and Ms. Cathy Hesterberg, 19 Michelle Lane, spoke in opposition to this petition citing issues with parking of equipment and vehicles in the street. Mr. Brad Blevens, 23 Michelle Lane, spoke in favor of this petition. Seeing no one else present to comment, Chairman McNames closed the public comments. Mr. Winslow made a motion and Mr. Westhoff seconded to add the following contingency: The Commission will review this business in 6 months if complaints are received. The motion carried unanimously. Mr. Winslow made a motion and Mr. Westhoff seconded to approve this application with the following contingencies:

1. No outside storage of materials or equipment shall be permitted.
2. All equipment stored on or in the business vehicle shall be screened from public view with an appropriate cover.
3. Only one business vehicle shall be permitted at the residence and it shall be parked in the driveway.
4. All employees must meet at customer locations; no employees shall meet at the home.
5. No cleaning of equipment shall be done at the residence.
6. The Commission will review this business in 6 months if complaints are received.

The motion carried unanimously.

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- b. OFC Corporation (e-commerce sales): Annie Atolikian, 13 Crystal Lake Drive.

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

- c. HandyVets, Inc. (professional handyman service): Ben Murphy, 49 Countrywood Drive.

Mr. Ben Murphy presented this to the Commission for approval. Alderman Barclay made a motion and Mr. Winslow seconded to enter the letter from the homeowner into the record of tonight's meeting. The motion carried unanimously. Mr. Winslow made a motion and Alderman Barclay seconded to approve this item with the following contingencies:

1. No outside storage of materials or equipment shall be permitted.
2. No construction materials shall be delivered to the home.
3. All equipment stored on or in the business vehicle shall be screened from public view with an appropriate cover.
4. Only one business vehicle shall be permitted at the residence and it shall be parked in the driveway.
5. All employees must meet at customer locations; no employees shall meet at the home.

The motion carried unanimously.

2. Public Hearings:

- a. Petition 14-13 – Ken's Tattoo Alley: A request for an amendment to a Planned Urban Development (PUD) to permit body piercing on a 5.27 acre parcel. The subject site is located on the north side of Mexico Road, east side of Grand Teton Drive (Dollar Tree Plaza).

Mr. Ken Azar, owner of Ken's Tattoo Alley, presented this to the Commission for approval. Mr. Azar explained that at the November 3, 2014 Planning and Zoning Commission meeting, the Commission reviewed the proposal for body piercing as an accessory use to the tattooing business and as a minor amendment to the PUD agreement. At that time, the Commission determined that a full amendment to the PUD agreement was needed to allow the applicant to offer piercing services to a majority of clients. Chairman McNames opened the public hearing at 7:11 p.m. and asked anyone present to comment to please come forward. Mr. Don Musler, 4 Kimberly Lane, spoke in opposition to this petition. Seeing no one else present to comment, Chairman McNames closed the public hearing at 7:13 p.m. Mr. Winslow made a motion and Ms. Shetterly seconded to recommend approval to the Board of Aldermen. The motion carried unanimously.

OLD BUSINESS

2. Other:

- a. Eldorado Plaza: North side of Mexico Road, east side of Grand Teton Drive (Dollar Tree Plaza) – Amended Planned Urban Development (PUD).

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Chairman McNames made a motion and Ms. Shetterly seconded to withdraw this item from the agenda. The motion carried unanimously.

NEW BUSINESS

3. Record Plats:

- a. CVS at Mexico and Jungermann Plat: South side of Mexico Road, west of Jungermann Road.

Mr. John King, Attorney, and Mr. Matt Fogarty, Premier Civil Engineering, presented this to the Commission for approval. Mr. King explained that the subject plat is located at the southwest corner of Mexico Road and Jungermann Road and will create a new 1.39 acre lot for the proposed CVS Pharmacy. The creation of the new lot will include properties all within various ownership groups. Mr. Kelley made a motion and Alderman Barclay seconded to recommend approval to the Board of Aldermen with the following contingencies:

1. Clarify the lot lines, bearing/distances, and the acreage of the new lot 6 of Kindred Hill.
2. Clarify the ownership of the parcel conveyed to Arlie and Jacqueline Jungermann by book 2597 page 1057.
3. Coordinate the final right-of-way dedication and utility easement language.
4. Verify a signature block is provided for all property owners associated with the plat.
5. 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. Fifth Third Bank: East side of Mid Rivers Mall Drive, south of St. Peters Square – site plan re-approval.

Mr. Scott Hathaway, GPD Group, presented this to the Commission for approval. Mr. Hathaway explained that this site plan and building architecture were previously approved by the Planning and Zoning Commission on January 5, 2011, December 7, 2011 and December 4, 2013. City Code requires re-approval of a site plan if construction of the development has not started within one year of approval. Since the development has not begun within one year, the developer is requesting re-approval of the site plan. Mr. Westhoff made a motion and Ms. Shetterly seconded to approve this item with no contingencies. The motion carried unanimously.

- b. CVS Pharmacy: South side of Mexico Road, west of Jungermann Road.

Mr. John King, Attorney, and Mr. Matt Fogarty, Premier Civil Engineering, presented this to the Commission for approval. Mr. King explained that the proposed 13,225 square foot CVS Pharmacy project will be located on a 1.39 acre tract at the southwest corner of Mexico and Jungermann Roads. The redevelopment of the site will include the removal of the existing Mobil gas station and the enlargement of the tract to the west and south to accommodate the new CVS. In addition, redevelopment of the site

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will accommodate a proposed dedicated right-turn lane for eastbound Mexico Road to southbound Jungermann Road. The proposed CVS Pharmacy will be similar to the existing facility at Mexico Road and Mid Rivers Mall Drive. The building will be constructed of two colors of structural brick which will enhance the overall design of the building. Mr. Westhoff made a motion and Mr. Winslow seconded to approve this item with the following contingencies:

1. Coordinate the type and color of fence and guard rail to be extended on top of the retaining wall.
2. Coordinate the final layout of the infrastructure with the Engineering Department.
3. Obtain compliance with Chapter 535 Tree and Landscape Code.
4. Provide verification the roof-top utilities are screened from view on all sides.

The motion carried unanimously.

c. Restoration Church: North side of Mexico Road, east of West Sunny Hill Boulevard.

Mr. Mike Baalman, Confluence Design Group, presented this to the Commission for approval. Mr. Baalman explained that Restoration Church is proposing a 5,446 square foot addition. The addition will include a fellowship hall with a small kitchen for weddings, meetings and other activities. The existing parking lot and entrance will not change with the proposed addition. However, the church recently purchased the home in front of the church which is currently located in unincorporated St. Charles County. The church has indicated they may annex the property containing the house into the City of St. Peters in the future. Therefore, as part of this site plan, the church is also showing potential future entrance modifications to Mexico Road. The new addition will match the existing materials of the church including the front brick façade creating a more finished appearance to the Church. Ms. Shetterly made a motion and Mr. Winslow seconded to approve this item with no contingencies. The motion carried unanimously.

I. Election of Officers:

Mr. Yoffie made a motion and Ms. Shetterly seconded to keep the Officers as they are: Keith McNames, Chairman; Chris Winslow, Vice Chairman; and Pat Kelley, Secretary. All in favor, the motion carried.

A motion was made by Mr. Westhoff and seconded by Chairman McNames to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:40 p.m.

Respectfully submitted:

Melissa M. Vollmer, Recording Secretary

Chairman Keith McNames
Planning and Zoning Commission