



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF NOVEMBER 6, 2013
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; Marilyn Shaikewitz; Bill Rupp; Janet Shetterly; Pat Kelley; Larry Sachse; Steven Bailey; John Durajczyk; Gary Westhoff; Alderman Judy Bateman; Julie Powers, Director of Planning, Community and Economic Development; Ken Braunfeld, Planning Coordinator; Liane Sargent, City Engineer; Roger Stewart, Building commissioner and Melissa Vollmer, Recording Secretary. Mr. Chris Winslow and Mr. Bill Yoffie were absent.

MINUTES:

A motion was made by Mr. Westhoff and seconded by Ms. Shetterly to approve the minutes of the October 2, 2013 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 November 21st Board of Alderman meeting. Mr. Bill Rupp invited everyone to attend the Veterans Day Celebration on Monday, November 11th at 10:00 a.m. at City Hall.

NEW BUSINESS

1. Home Occupations:

- a. SJK Enterprises, LLC (internet based engraving and personalization): Steven James Kleekamp, 266 Montecito Terrace.

Mr. Steven Kleekamp presented this to the Commission for approval. Mr. Rupp made a motion and Ms. Shetterly seconded to approve this item with the following contingency:

1. All equipment and materials shall be stored inside the residence.

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The motion carried unanimously.

- b. Devinar, LLC (consulting and training): Devin Kelley, 18 Suncrest Drive.

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

- c. Dream Clean Enterprizes, LLC (residential cleaning): Cameron Pierce, 406 Hidden Lake Drive.

Mr. Cameron Pierce presented this to the Commission for approval. Mr. Kelley made a motion and Mr. Rupp seconded to approve this item with the following contingency:

1. Employees shall meet at the cleaning sites, not the subject residence, except for one weekly meeting.

The motion carried unanimously.

2. Other:

- a. Petition 13-14 – Philscc, LLC, DC III Office Properties, LLC, and Samorgan Enterprises, LLC: West side of Kisker Road, south side of Central School Road. CPD Amendment.

Chairman McNames made a motion and Mr. Westhoff seconded to postpone this item until the end of the agenda. The motion carried unanimously.

3. Public Hearings:

- a. Intent to establish zoning for newly annexed properties: Discovery Church, north side of Mexico Road, west of Belleau Creek Road.

Ms. Julie Powers presented this to the Commission for approval. Ms. Powers noted that staff is recommending C-2 Community Commercial Zoning for this site. Mr. Westhoff made a motion and Mr. Durajczyk seconded to recommend approval to the Board of Aldermen. The motion carried unanimously.

- b. Petition 13-15 – OHM Donut, LLC: A request for a Special Use Permit in the C-2 Community commercial District for a 2.25 acre parcel. The subject site is located on the south side of Mexico Road, west of South Church Street (7337 Mexico Road). Proposed use: drive through freestanding restaurant.

Mr. Mike Meiners, St. Charles Engineering and Surveying, presented this to the Commission for approval. Mr. Meiners explained that OHM Donut, LLC is proposing the development of a drive through fast food restaurant on the south side of Mexico Road, west of South Church Street. The user will be Dunkin Donuts. The proposed project will include a new building with a drive through lane; it will be located on the western part of the larger site which will be subdivided. Access will be via an entrance drive near the west end of the site and the exit will be near the new lot line which will split the larger lot from Hatfield and McCoy's. The two lots will be connected with cross access drives and the detention area will be modified and the future maintenance shared by both owners of both parcels. Chairman McNames opened the public hearing at 6:52 p.m. and asked that anyone wishing to speak on this petition to please come forward. Seeing no one present to comment, Chairman McNames closed the public hearing at 6:52 p.m. Chairman McNames made a motion and Ms.

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Shetterly 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 Special Use Permit to the Board of Aldermen. The motion carried unanimously.

4. Record Plats:

- a. Aspen Trails Lot Spilt: West side of Salt Lick Road, north of Boschert Landing Boulevard.

Ms. Tammy Creason, Gardner Development, presented this to the Commission for approval. Ms. Creason explained that the proposed lot split will subdivide the existing larger lot into Lot 1 and Lot 2. Lot 1 will contain phase I, which is under construction, and Lot 2 will contain the future phase 2 portion of the development. Mr. Westhoff made a motion and Ms. Shetterly seconded to approve this item. The motion carried unanimously.

- b. Mexico Road-GNG: South side of Mexico Road, west of South Church Street.

Mr. Mike Meiners, St. Charles Engineering and Surveying, presented this to the Commission for approval. Mr. Meiners explained that the owner is splitting the parcel into two lots; one will remain developed with Hatfield and McCoy's restaurant; the other will be developed with a new drive-through Dunkin Donuts restaurant. The plat includes a cross access, parking and detention easement which will allow traffic to travel between the two developments without using Mexico road. Mr. Kelley made a motion and Mr. Rupp seconded to recommend approval to the Board of Aldermen with the following contingency:

1. Prior to recording:
 - a. Verify all taxes on the property have been paid.
 - b. Provide covenants (if there are any) for City files.
 - c. Provide any escrows required for public improvements.
 - d. Provide a digital media copy of the plat.

The motion carried unanimously.

5. Site Plans:

- a. Dunkin Donuts/Baskin Robbins: South side of Mexico Road, west of South Church Street.

Mr. Mike Meiners, St. Charles Engineering and Surveying, presented this to the Commission for approval. Mr. Meiners explained that OHM Donut, LLC is proposing the development of a drive through fast food restaurant on the south side of Mexico Road, west of South Church Street. The user will be Dunkin Donuts. The proposed project will include a new building with a drive through lane; it will be located on the western part of the larger site which will be subdivided. Access will be via an entrance drive near the west end of the site and the exit will be near the new lot line which will split the larger lot from Hatfield and McCoy's. The two lots will be connected with cross access drives and the detention area will be modified and the future maintenance shared by both owners of both parcels. Mr. Westhoff made a motion and Mr. Kelley seconded to approve this item with the following contingencies:

1. Provide a final lighting plan for Planning Department review prior to final plan approval.
2. Obtain final landscape plan approval.
3. Coordinate with the Utility Department regarding final plan details.
4. Coordinate stormwater issues with the Engineering Dept. on the construction plans including the direction of water.

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5. Obtain a Letter of Map Revision (LOMR) for the modified flood plain.

The motion carried unanimously.

- b. BJC St. Peters Medical Office Building: East side of BJC St. Peters Drive, north of Wellness Drive.

Mr. George Stock, Stock & Associates and Mr. Chris Chiodini, Chiodini Associates, presented this to the Commission for approval. Mr. Stock explained that the proposed development includes a two-story ,34,580 square foot medical office building with 170 parking spaces on a 6.477 acre tract. The project also includes a proposed future 24,000 square foot building expansion and additional parking. The project is designed to be integrated into the proposed one-way outer road project. The proposed building will be two stories, constructed of brick with large tinted glass windows, and provide a covered drop-off area. Mr. Westhoff made a motion and Mr. Rupp seconded to approve this item. The motion carried unanimously with no contingencies.

1. Other (continued):

- a. Petition 13-14 – Philscc, LLC, DC III Office Properties, LLC, and Samorgan Enterprises, LLC: West side of Kisker Road, south side of Central School Road. CPD Amendment.

Mr. Don Collier III, DC III Properties, LLC, presented this to the Commission for approval. Mr. Collier explained that at the October 2nd Planning and Zoning Commission the Commission approved a CPD to allow C-3 General Commercial District uses as well as the sale of used merchandise. At that time a dog kenneling facility was also proposed at 1565 Kisker Road. Subsequent to the October 2nd meeting, the request to include dog kenneling for 1565 Kisker Road was withdrawn by the applicant. Therefore, Mr. Collier noted that he is requesting that CPD Ordinance 6004 be amended to include 1565 Kisker Road., the dog kenneling/grooming owner has withdrawn their proposal at this location. Mr. Westhoff made a motion and Mr. Durajczyk seconded to recommend approval of the CPD amendment to the Board of Aldermen. The motion carried unanimously.

A motion was made by Mr. Rupp and seconded by Ms. Shetterly to adjourn the meeting. The motion carried unanimously and the meeting was adjourned at 7:20 p.m.

Respectfully submitted:

Melissa M. Vollmer, Recording Secretary

Chairman Keith McNames
Planning and Zoning Commission