



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF SEPTEMBER 2, 2020 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: Gary Westhoff; Alderman Judy Bateman; Lori Tainter; Steve Snarzyk; Janet Shetterly; Steven Bailey; Larry Sachse; Pat Kelley; Bill Yoffie; Joseph Markus; Julie Powers, Director of Planning, Community and Economic Development; Mark Kersten, Building Commissioner; Melissa Vollmer, Recording Secretary; Liane Sargent, City Engineer and Ken Braunfeld, Planning Coordinator.

MINUTES:

A motion was made by Mr. Kelley and seconded by Mr. Westhoff to approve the minutes of the August 5, 2020 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 27th Board of Alderman Agenda.

NEW BUSINESS

1. Home Occupations:

- a. Distinct Home Solutions (home remodel): Micah Toler, 3023 Almond Tree Drive.

Ms. Jessie Toler, representative for Distinct Home Solutions, presented this to the Commission for approval. Mr. Yoffie made a motion and Mr. Snarzyk seconded to approve this home occupation with the following contingencies:

1. All materials and equipment must be stored inside the residence or garage.
2. All business related vehicles must be parking the garage/driveway.
3. Items stored in the vehicle must be screened.

The motion carried unanimously.

- b. Wishing Well Photography (photography): Tiffany Mayfield, 61 Brookshire Drive.

Ms. Tiffany Mayfield presented this to the Commission for approval. Mr. Westhoff made a motion and Mr. Kelley seconded to approve this application with the following contingency:

1. All clients must park in the driveway.

The motion carried unanimously.

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2. Other:

- a. 308-314 Mid Rivers: east side of Mid Rivers Mall Drive, south of McMenemy Road – amended building elevations, 308-314 Mid Rivers Mall Drive.

Mr. Tyler Ruckman, Tao Lee Associates, presented this to the Commission for approval. Mr. Ruckman explained that the subject building is located on Mid Rivers Mall Drive, south of McMenemy Road. The building is adjacent to another center which was updated in the last several years; the subject building was constructed in 1981. The applicant is proposing an updated façade – an extended front feature, painted brick and a short canopy are planned. The proposed changes will significantly improve the appearance of the building and the general area along Mid Rivers Mall Drive. Mr. Kelley made a motion and Mr. Westhoff seconded to approve the amended building elevations with the following contingency:

- 1. Work with staff to finalize building elevations.

The motion carried unanimously.

- b. Mascots, LLC: north side of Main Street, west of North Church Street – 111 Main Street – use approval/temporary business.

Mr. Rob and Mrs. Jen Stanley, owners of Mascots, presented this to the Commission for approval. Mrs. Stanley explained that Mascots is a local business on Mexico Road which also operates a food truck. They are proposing a food truck location at 111 Main Street. This will be a Saturday operation on an open lot in Old Town. They would like to continue to do this, weather permitting, indefinitely. Their plans are to operate from 11:00 a.m. until dark on Saturdays. Mr. Westhoff made a motion and Alderman Bateman seconded to approve this temporary business with the following contingencies:

- 1. The food truck activity shall be permitted as generally indicated in the attached photo. Additional structures – tables, tents, etc. – shall be as approved by the Planning Department on a sketch plan.
- 2. The food truck activity may continue as long as approved by the Property Owner. If the City receives a complaint or there are site/operation issues, the use may be referred back to the Planning Department.

The motion carried unanimously.

2. Public Hearings:

- a. Petition RZ 10-06 – Luetkenhaus Properties: a request for a rezoning from the R-1 Single Family Residential District to a Planned Urban Development (PUD) for a 9.09 +/- acre tract of ground. The subject site is located on the west side of Spencer Road, north of Willott Road (724 Spencer Road). Proposed use: Multiple Family (attached) residences.

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

- b. Intent to establish zoning for newly annexed property. Foster, 1 Pine Drive.

Owner	Description	Approximate Acreage	Recommended Zoning
Foster	1 Pine Drive	0.45+/-	R-1 Single-Family Residential

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Mr. Ken Braunfeld presented this to the Commission for approval. Mr. Braunfeld explained that staff is recommending R-1 Single Family Residential Zoning for this property. Chairman McNames opened the public hearing at 6:58 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 6:58 p.m. Mr. Westhoff made a motion and Ms. Shetterly seconded to recommend R-1 Single Family Residential Zoning of this property to the Board of Aldermen. The motion carried unanimously.

4. Record Plats:

- a. Resubdivision of Readjusted Lot 6 and parcel within Lot 6 of the Boundary Adjustment Plat of Lots 6 and 7 of Premier 370 Business Park Plat Two: north side of Spencer Road, north of Highway 370.

Ms. Julie Powers, City of St. Peters, presented this to the Commission for approval. Ms. Powers explained that the subject plat further establishes and modifies the lot for Project Smile which was approved by the Commission in August. The project will include a one-story 142,670 +/- square foot office/warehouse distribution facility. The boundary between Lots 6 and 7 was adjusted by a Boundary Adjustment Plat which is approved administratively. The subject plat will establish easements along the new lot line. This plat will also consolidate a small lot in the middle of the lot that is owned by the City with the balance of the lot. Mr. Kelley made a motion and Ms. Shetterly seconded to recommend approval of this Record Plat to the Board of Aldermen with the following contingency:

1. Prior to recording the following must be addressed:
 - a. Verification that the taxes have been paid.
 - b. Provide escrows or make public improvements.
 - c. Provide a digital media copy of the plat.

The motion carried unanimously.

- b. Sonship Plantation: west side of Sunnyside Drive, east of Birdie Hills.

Mr. Wes and Ms. Tiffany Ham, owners, presented this to the Commission for approval. Mr. Ham explained that the subject property is an approximately 4 acre tract that is developed with Celebration Church. The church is accessed from Birdie Hills Road. The rear portion of the property, Lot 2, will be 1.943 acres; it is oriented to Sunnyside Drive. The church will be on the front 2.142 acre tract - Lot 1. Mr. Westhoff made a motion and Alderman Bateman seconded to recommend approval of this Record Plat to the Board of Aldermen with the following contingencies:

1. Coordinate the final plat language with staff.
2. Verify the acreage in general note 1.
3. Add minimum 5 foot perimeter utility easements to both lots where easements are not shown.
4. Prior to recording the following must be addressed:
 - a. Verification that the taxes have been paid on the property.
 - b. Provide escrows or make public improvements, if applicable.
 - c. Provide a digital media copy of the plat.

The motion carried unanimously.

5. Site Plans:

- a. Andy's Custard: west side of Mid rivers Mall Drive, south of Mexico Road.

Mr. Brandon Harp, CEDC, presented this to the Commission for approval. Mr. Harp explained that the proposed project is a 1,647 square foot Andy's Frozen Custard building. The development will be located on a 1.2 acre outlot tract adjacent to the St. Peters Square development, anchored by Schnucks. In 2019, the adjacent property was rezoned from C-3 General Commercial District to a residential Planned Urban Development. This property is now being developed with single-family houses under the name Village Point. Access to the site will be from a

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commercial driveway leading to Mid Rivers Mall Drive, which also serves St. Peters Square and Village Point. The site will include 35 parking spaces, six more than required. Customers will order from an outside window, adjacent to a patio area. No indoor customer ordering or dining is provided; however, eleven vehicles with a separate by-pass lane will be provided. In the event the drive-through lane backs up, the site can easily accommodate an additional four vehicles before it would substantially block parking or impact St. Peters Square. A six foot tall sight proof fence will be installed between this development and the residential development. In addition, a second row of trees will be planted between the fence and the Andy's Frozen Custard building to provide additional buffering. The proposed architecture creates a contemporary design of a retro drive-up restaurant with car hops. The building will be brick with a large glass front and a wainscot of block. In addition, their signature red decorative architectural element will extend perpendicular from the front glass portion of the building. Mr. Snarzyk made a motion and Ms. Tainter seconded to approve this site plan with no contingencies. The motion carried unanimously.

b. 1555 Cornerstone (Elite Lawn and Sprinkler): west side of Cornerstone Drive, south of Old Highway 94.

Mr. Ryan Meeks, THD Design Group, presented this to the Commission for approval. Mr. Meeks explained that The project will be located on Lot H of the Cornerstone subdivision on a 16,210 square foot (0.372 acre) tract. The proposed project includes a one-story 1,325 square foot office/warehouse building with one man door and two overhead garage doors. Access will be to Cornerstone Drive formerly known as Jody Drive. Other site improvements include a new masonry trash enclosure and a site proof vinyl fence along the west property line. It is noted that these adjacent properties are located in unincorporated St. Charles County and are zoned residential; however they are developed with commercial uses. The project will also include tree plantings along the north and south side of the project. Also as part of this project, the grading and drainage behind the existing building will be improved to todays standards. The proposed storage building will be constructed of metal with a blue awning over the door. Mr. Snarzyk made a motion and Ms. Shetterly seconded to approve this site plan with no contingencies. The motion carried unanimously.

c. Park Place Townhomes: west side of Spencer Road, north of Willott Road (Dallavalle tract).

Chairman McNames made a motion and Ms. Shetterly seconded to withdraw this application from the agenda, at the request of the applicant. The motion carried unanimously.

Ms. Tainter made a motion and Ms. Shetterly seconded to adjourn the meeting at 7:21 p.m. The motion carried unanimously.

Respectfully submitted:



Melissa M. Vollmer,
Recording Secretary



Chairman Keith McNames,
Planning and Zoning Commission