



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF JANUARY 8, 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: Chairman Keith McNames; Bill Yoffie; Lori Tainter; Steve Snarzyk; Janet Shetterly; Steven Bailey; Gary Westhoff; Larry Sachse; Pat Kelley; Joseph Markus, Alderman Terri Violet; Julie Powers, Director of Planning, Community and Economic Development; Ken Braunfeld, Planning Coordinator; Melissa Vollmer, Recording Secretary; Mark Kersten, Building Commissioner and Liane Sargent, City Engineer.

MINUTES:

A motion was made by Mr. Westhoff and seconded by Mr. Kelley to approve the minutes of the December 4, 2019 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 January 23rd Board of Alderman Agenda.

NEW BUSINESS

1. Home Occupations

- a. Bernhardt Flute Studio (private music teacher): Paula Bernhardt, 1145 Treeshade Drive.

Ms. Paula Bernhardt presented this to the Commission for approval. Mr. Kelley made a motion and Ms. Shetterly seconded to approve this home occupation with the following contingencies:

1. All clients/customers must park in the driveway.

The motion carried unanimously.

- b. J. Alexander & Co. Public Relations (public relations consultant): Jill Alexander, 1422 Shale Ct.

Ms. Jill Alexander presented this to the Commission for approval. Mr. Westhoff made a motion and Ms. Tainter seconded to approve this home occupation with no contingencies. The motion carried unanimously.

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- c. Prevailing Wage Consulting, LLC (consulting): Heather Torretta, 1151 Carrington Drive.

Ms. Heather Torretta presented this to the Commission for approval. Mr. Yoffie made a motion and Mr. Snarzyk seconded to approve this home occupation with no contingencies. The motion carried unanimously.

2. Record Plats:

- a. Bold on Blvd. Apartments: west side of St. Peters Centre Blvd, south of Executive Centre Pkwy.

Mr. Tyler Bowers, TWG Development, presented this to the Commission for approval. Mr. Bowers explained that this plat will establish the needed easements for the future Bold on Boulevard Apartments planned for the west side of St. Peters Centre Boulevard, south of Executive Centre Parkway. The easements will accommodate standard utilities and the planned bike trail which will align the southern property line and the west side of St. Peters Centre Boulevard. Mr. Kelley made a motion and Mr. Bailey seconded to recommend approval of this record plat to the Board of Aldermen with the following contingencies:

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 a digital media copy of the plat.

The motion carried unanimously.

- b. Clarendale of St. Peters: south side of Mexico Road, east of DuBray Drive.

Mr. Jeff Moon, Bax Engineering, presented this to the Commission for approval. Mr. Moon explained that the proposed plat will establish the needed utility easements for the utilities servicing the Clarendale senior housing development under construction on Mexico Road. The easements will accommodate all standard utilities serving the subject development. Mr. Westhoff made a motion and Ms. Shetterly seconded to recommend approval of this record plat 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.

- c. Alpine Heights: south side of Central School Road, west of Kisker Road.

Mr. William Levinson, Benton Homebuilders, presented this to the Commission for approval. Mr. Levinson explained that the proposed plat will establish the needed roadway and utility easements for the access drive and utilities serving the Alpine Heights development under construction on Central School Road. The plat also establishes an easement for the retaining wall along Central School Road; with this easement, the future Homeowners Association will have access to the wall and the responsibility of maintenance. The easements will accommodate all standard utilities serving the subject development. Mr. Yoffie made a motion and Mr. Westhoff seconded to recommend approval of this Record Plat to the Board of Aldermen with the following contingency:

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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.

- d. Weekends Only St. Peters: west side of Mid Rivers Mall Drive, north of Mexico Road.

Mr. Jim DuBois, Premier Design Group, presented this to the Commission for approval. Mr. DuBois explained that the proposed plat will create a new outlot along Mid Rivers Mall Drive from an un-used portion of the Weekends Only parking lot. Lot 1 (4.08 acres) will contain the existing Weekends Only building with lot 2 (0.45 acres) for the proposed Imo's Pizza retail building. A cross access and parking easement will be created over and between the two lots for access to the public streets, to facilitate internal traffic flow, and to provide limited joint parking. It is noted that access to the two developments will be from an existing curb cut to Mid Rivers Mall Drive and curb cuts to Mexico Road through the adjacent bank and retail parking lot. Mr. Westhoff made a motion and Mr. Kelley seconded to recommend approval of this record plat to the Board of Aldermen with the following contingencies:

1. Coordinate the final cross-access drive and parking easement language.
2. Provide perimeter general utility easements around the existing lot 1 and proposed lot.
3. Items to be provided prior to recording:
 - a. Provide seal and signature.
 - b. Provide digital media copy of the plat.

The motion carried unanimously.

3. Site Plans:

- a. Imo's St. Peters: west side of Mid Rivers Mall Drive, north of Mexico Road.

Mr. Jim DuBois, Premier Design Group, presented this to the Commission for approval. Mr. DuBois explained that proposed 3,990 square foot three tenant retail building will be located on the west side of Mid Rivers Mall Drive, north of Mexico Road in a half-acre portion of Weekends Only parking lot. Access to the site will be from an existing curb cut to Mid Rivers Mall Drive and existing curb cuts to Mexico Road through the adjacent bank and retail center parking lot. The Imo's pick-up window can accommodate approximately four queued vehicles, which would provide ample stacking for this activity. Ample parking is provided. The overall design of the building is attractive and includes a wainscot of stone with predominately brick walls and decorative awnings. The inclusion of brick soldier courses, roll locks, and decorative light fixtures also provides additional interest to the building. Mr. Kelley made a motion and Ms. Shetterly seconded to approve this site plan with the following contingencies:

1. Clarify the location of the proposed utility and cross-access drive and parking easements.
2. Coordinate the final lighting plan with the Planning Department including the fixture design.
3. Obtain compliance with Tree and Landscape requirements 535.
4. Coordinate the final architectural design with the planning department.

The motion carried unanimously.

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4. Election of Officers:

A motion was made by Ms. Shetterly and seconded by Mr. Bailey to keep the Officers as they are: Keith McNames as Chairman, Gary Westhoff as Vice Chairman and Pat Kelley as Secretary. The motion carried unanimously.

Chairman McNames made a motion and Ms. Shetterly seconded to adjourn the meeting at 6:56 p.m. The motion carried unanimously.

Respectfully submitted:



Melissa M. Vollmer,
Recording Secretary



Chairman Keith McNames,
Planning and Zoning Commission