

**PLANNING COMMISSION
OF THE CITY OF CHESTERFIELD
AT CHESTERFIELD CITY HALL
SEPTEMBER 14, 2020**

The meeting was called to order at 7:00 p.m.

I. ROLL CALL

PRESENT

Commissioner Allison Harris
Commissioner John Marino
Commissioner Debbie Midgley
Commissioner Gene Schenberg
Commissioner Jane Staniforth
Commissioner Steven Wuennenberg
Chair Merrell Hansen

Mayor Bob Nation
Councilmember Dan Hurt, Council Liaison
Mr. Michael Lindgren, representing City Attorney Christopher Graville
Mr. Justin Wyse, Director of Planning
Ms. Annisa Kumerow, Planner
Mr. Christopher Dietz, Planner
Ms. Mary Ann Madden, Recording Secretary

ABSENT

Commissioner Guy Tilman

Chair Hansen acknowledged the attendance of Mayor Bob Nation; Councilmember Dan Hurt, Council Liaison; Councilmember Mary Ann Mastorakos, Ward II; and Councilmember Michael Moore, Ward III.

II. PLEDGE OF ALLEGIANCE

III. SILENT PRAYER

IV. PUBLIC HEARINGS – None

V. APPROVAL OF MEETING SUMMARY

Commissioner Wuennenberg made a motion to approve the Meeting Summary of the August 24, 2020 Planning Commission Meeting. The motion was seconded by Commissioner Schenberg and passed by a voice vote of 6 to 0. (Commissioner Midgley was not present for the vote.)

VI. PUBLIC COMMENT

1. Mr. Daniel Bogaski, Heideman Associates, 240 Larkin Williams Industrial Court, Fenton, MO – representing the Petitioner for **Wildhorse Acres (16931 WHC Road)** stated he was available to answer any questions regarding the Record Plat.
2. Mr. George Stock, Stock & Associates Consulting Engineers, Inc., 257 Chesterfield Business Parkway, Chesterfield, MO – representing the Petitioner for **Downtown Chesterfield** stated he was available to answer any questions regarding the Site Development Concept Plan for the site's infrastructure.

VII. SITE PLANS, BUILDING ELEVATIONS AND PLATS

- A. **Wildhorse Acres (16931 WHC Road)**: A Record Plat for a 2.52 acre tract of land zoned "E-1AC" Estate District located north of Wild Horse Creek Road east of Harvester Road.

Commissioner Schenberg, representing the Site Plan Committee, made a motion recommending approval of the Record Plat for **Wildhorse Acres (16931 WHC Road)**. The motion was seconded by Commissioner Wuennenberg.

Upon roll call, the vote was as follows:

Aye: Commissioner Harris, Commissioner Marino,
Commissioner Midgley, Commissioner Schenberg,
Commissioner Staniforth, Commissioner Wuennenberg,
Chair Hansen

Nay: None

The motion **passed** by a vote of 7 to 0.

- B. **Downtown Chesterfield (Category A and B) SDCP-Infrastructure Only:**
A Site Development Concept Plan for infrastructure only on a 78.4 acre tract of land located south of Wild Horse Creek Road, west of Chesterfield Parkway West, and north and east of Burkhardt Place.

Chair Hansen stated that the Downtown Chesterfield project has been handled by Mike Knight, Assistant City Planner and announced that Mr. Knight is absent tonight due to the arrival of his new baby daughter. On behalf of the Commission, Chair Hansen congratulated Mike and his wife, Jacque.

Chair Hansen then acknowledged all the work and input that has been put into this project from staff, Council and the public, and listed the items that the Commission will be taking note of as the project moves forward:

- Pedestrian resources for walking and biking
- Connectivity
- Lake Front Street parking and medians
- View corridors
- Trees, landscaping, and green space
- Traffic flow, traffic parking, and light trucks

STAFF PRESENTATION

Mr. Justin Wyse, Director of Planning, stated that Category A and B of Downtown Chesterfield comprises approximately 78.4 acres. The site was originally part of a larger area that was zoned “PC&R” Planned Commercial & Residential in 2008. Most recently, City Council approved an amendment to the development criteria for this area, which added the existing Freedom Title building into the development.

Site Development Concept Plan for Infrastructure

Mr. Wyse noted that the Site Development Concept Plan should be reviewed with respect to its conformance to the Preliminary Development Plan approved as part of Ordinance 3314.

The Site Development Concept Plan shows the following:

- The extension of Burkhardt Place from its current terminus near the YMCA to Wild Horse Creek Road;
- Lake Front Street with three connector roadways between Lake Front Street and the exterior roadways;
- On-street parking along Lake Front Street with medians, which are required to be landscaped;
- All internal streets with sidewalks;
- Storm sewer installations to facilitate storm water on the site in conformance with the approved Master Plan for Storm Water;
- Installation of water lines to serve future development in the area;
- Provision of fire hydrants in locations to satisfy the requirements of the Monarch Fire Protection District; and
- Sanitary sewer lines in locations to serve future development.

Traffic Impact Study

The *Traffic Impact Study* has been approved by the Missouri Department of Transportation and St. Louis County Department of Transportation. The study identifies several improvements that are needed to mitigate the impact of the development on the surrounding roadway network.

All offsite improvements have been incorporated into the plans, which include:

- Construction of Burkhardt Place in conformance with the City’s *Travel Demand Model*;
- Installation of three new traffic signals at:
 1. Wild Horse Creek Road and Burkhardt Place;
 2. Wild Horse Creek Road and Old Chesterfield Road; and
 3. Chesterfield Parkway and Burkhardt Place.
- Upgrade of the existing signal at Wild Horse Creek Road and the I-64 off ramp to facilitate the fourth leg onto the intersection.
- Turn lanes off of exterior streets into the development where traffic volumes meet warrants for such lanes.

Coordination with Outside Agencies

Staff has coordinated with other relevant agencies regarding the infrastructure plans, and has received comments and approvals from the Missouri Department of Transportation, St. Louis County, Spirit of St. Louis Airport, Metro, Monarch Fire Protection District, and MSD.

It was noted that because of this agency coordination, a twelve-foot wide, shared-use path has been included along the frontage of Wild Horse Creek Road. This facility was recently recommended in the County's plan for improving non-motorized transportation, and the developer has included this facility into their plans. The maintenance of this path will be the responsibility of the property owner.

Tree Preservation

Under the Unified Development Code, developments are required to maintain 30% of the tree canopy on a site. However, this parcel is subject to a prior agreement that resulted in the establishment of a tree canopy bank based on land donated to the City with existing vegetation on it. The content of this land lies adjacent to the Riparian Corridor and was a key acquisition by the City in its ability to construct the next phase of the Riparian Trail project that will connect from its current terminus at Lydia Hill to Old Chesterfield Road.

The development of Category A and B of Downtown Chesterfield is using approximately 5.25 acres of tree canopy from the tree canopy bank. The result will be that the tree canopy on site will be completely removed, but the property will comply with the requirements under the agreement between the prior property owner and City Council.

Trees to be removed include those trees in the northwest area of the site where Burkhardt Place will be extended to Wild Horse Creek Road, and the trees east of that area in front of the lake. Additionally, the swath of trees on the southwest side of the site will be removed.

It was noted that the existing vegetated Riparian Corridor adjacent to The Reserve subdivision will remain.

Next Steps

Following approval of the infrastructure plans, a full Site Development Concept Plan will be required, including conceptual signage, lighting, and landscape plans. Once approved, individual Section Plans detailing proposed buildings, and plats to subdivide the land can be submitted.

Staff has completed its review and has determined that the plans comply with the Unified Development Code and the site-specific ordinance for the PC&R District, and recommends approval of the Site Development Concept Plan for infrastructure only for Category A & B of Downtown Chesterfield.

PETITIONER'S PRESENTATION

Mr. George Stock, Stock & Associates Consulting Engineers, provided information about the following items.

Storm Water

The site and lake were constructed by Louis Sachs as a remedial storm water management basin built for quantity storage, as well as water quality and volume reduction. Approximately 1/3 of the southwest corner of the site (*Lot 6*) will have an additional storm water management basin in the form of a rain garden. Lot 1 will also have two small rain gardens as part of the permanent development. The new drainage basins are 'nestled rain gardens' to be used as bio-retention basins, which will provide quantity storage and will also function as water quality and volume reduction.

Mr. Stock confirmed that the controlled volume discharge complies with the City's requirement of a minimum of 25% reduction in volume.

During the grading process and construction of the infrastructure, there will be a number of basins and sediment traps constructed along the lake to intercept storm water runoff during construction and will remove any siltation before it enters into the lake.

Storm Water and The Reserve Subdivision

The property was originally designed and constructed with permanent measures in place (*the lake and its overflow structure*) to prevent any downstream erosion. The Reserve is on the other side of the creek and is at a higher elevation so storm water from the subject site goes into a creek, drains to the north, and then goes under Wild Horse Creek Road – it does not drain through The Reserve subdivision. No adverse impact of storm water runoff to The Reserve is anticipated.

Discussion

Public Access

Chair Hansen asked for clarification on how pedestrians will access the amenities, such as the amphitheater, the terrace, and boathouse, considering the existing steep slope of the site.

Mr. Stock replied that the Applicant will be submitting an Amended Site Development Concept Plan later this week showing greater detail of how the site will be developed. There are two primary access points to the public amenities: one from Chesterfield Parkway West in the area of the 300-foot corridor, and one from Proposed Lot 1. In addition, all the lots that will be developed along the lake will have access to the lake.

The amended drawing will detail the specifics of the trail around the lake, the location of the boathouse, the overlook, and the switchback sidewalk down to the overlook.

Slopes

Councilmember Hurt referred to the steep 3:1 slope around the majority of the lake and asked if steps are going to be provided in a variety of areas. Mr. Stock indicated that some additional steps could be implemented in some of the view corridors to access the lake.

ADA Access

Commissioner Schenberg inquired as to whether areas will be ADA compliant in order to access the lake. Mr. Stock confirmed that there will be ADA accessibility from Main Street with the trail around the lake being all ADA accessible.

Landscaping

Chair Hansen noted that because so many trees will be removed from the site, the Landscape Plan will need to be reviewed closely to ensure that it provides a “park-like feel” for the site.

View Corridors

Chair Hansen expressed concern about the nine parking spaces shown on Lake Front Street in the 300-foot wide view corridor. Mr. Stock noted that the vehicles would be below the view of Chesterfield Parkway, and that the spaces provide very convenient parking to the ADA accessible ramp which goes down to the overlook on the lake. It was agreed that this issue would be further reviewed when the Amended Site Development Concept Plan is received.

Councilmember Hurt noted that due to the 10-foot rise of the grades between Wild Horse Creek Road (532) and Lake Front Drive (542), the lake will not be visible in that view corridor. Mr. Stock stated that while the lake may not be seen at this particular point, a large open space area will be seen.

Councilmember Hurt also pointed out that one view corridor is labeled on the plan as '75+/-'. Since the ordinance requires that view corridors must be a minimum of 75 feet wide, the minus sign needs to be removed.

Vote

Chair Hansen asked if the Commission was ready to vote on the Site Development Concept Plan. In order to move the process along and with the understanding that an Amended Plan is being submitted for further review this week, Commissioner Schenberg felt the Commission should vote on the Site Development Concept Plan.

Commissioner Schenberg made a motion recommending approval of the Site Development Concept Plan-Infrastructure Only for Downtown Chesterfield (Category A and B). The motion was seconded by Commissioner Wuennenberg.

Upon roll call, the vote was as follows:

**Aye: Commissioner Marino, Commissioner Midgley,
Commissioner Schenberg, Commissioner Staniforth,
Commissioner Wuennenberg, Commissioner Harris,
Chair Hansen**

Nay: None

The motion passed by a vote of 7 to 0.

VIII. UNFINISHED BUSINESS - None

IX. NEW BUSINESS

A. Discussion on Development Process Flowchart

Planner Annisa Kumerow stated that the *Development Process Flowchart* was requested by the Planning Commission. She explained that the flowchart is an overview of the development process within the City outlining the broad perspective of major steps & phases, and can be used as a snapshot tool to assist with the overall knowledge of the process.

Conventional and Planned Districts

Conventional (straight) zoning districts & planned zoning districts generally follow the same pathway with two primary differences:

1. Straight Districts - The development criteria are specified in the Unified Development code
2. Planned Districts – The development criteria are found in the governing site-specific ordinance.

In addition, both district types have comparable submittal requirements, but are submitted at different phases in the process.

Flowchart Paths

All development processes start and end at the same point on the flowchart, but there are three components that influence a project's pathway through the flowchart:

1. Whether or not the desired use is permitted;
2. Whether or not the development is existing; and
3. Whether the development will be phased or completed at once.

Rezoning Process

If the desired use or the desired development criteria is not permitted in the straight zoning district or the site-specific ordinance, either a *Change of Zoning* or an *Ordinance Amendment* is required. After the submittal is received, Staff reviews the materials against the Unified Development Code, the Comprehensive Plan, site-specific ordinances, and other City codes and regulations. Once the application meets the minimum submittal requirements, Staff completes the public hearing notification process in accordance with statutory requirements. All applicable agencies are also asked to review the submitted plans.

The **Public Hearing** is conducted at which time the petition is presented, the public is given the opportunity to speak, and the Planning Commission raises any issues. After all issues have been addressed, a **Vote Meeting** is held where the Planning Commission may vote to recommend approval, denial, or choose not to vote. Subsequent meetings are held with the **Planning & Public Works Committee** followed by two meetings of **City Council**. If approved, the zoning map amendment is approved.

Plan Review Process

To reach the plan review portion of the flowchart, the desired use must be permitted. If the development is not existing, or if the proposed work impacts the existing building footprint or site design, plan review is necessary.

Staff reviews submitted materials against the Unified Development Code, the Comprehensive Plan, site-specific ordinances, and other City codes and regulations. Comments and approvals are required from all applicable agencies, and comment letters are issued to the applicant to address any deficiencies.

Plan Review Process – Architectural Review Board

If the proposed work consists of new buildings or substantial modifications to existing buildings, Architectural Review Board (ARB) review is required. The ARB reviews the architectural elements of proposed site plans against a set of established Design Standards, and may recommend approval, recommend approval with conditions, or recommend denial. The applicant may also request to hold the project.

The project is then returned to staff for further review in order to address any outstanding staff or agency comments before being placed on a Planning Commission agenda.

Plan Review Process – Planning Commission

Once all staff and agency comments have been addressed, the project proceeds to Planning Commission. The Planning Commission may approve, approve with conditions, or deny the plan.

Power of Review may be called within 72 hours by either City Council Member of the Ward where a development is proposed, the Mayor, or any two City Council members. If *Power of Review* is called, the project proceeds to a Planning & Public Works Committee meeting, and then on to a City Council meeting. When *Power of Review* is called, it adds a minimum of one month to the timeframe. If *Power of Review* is not called, Planning Commission's decision is made final.

Finishing Steps

The *Development Process Flowchart* only represents a piece of the life cycle of a development as several more steps must occur before a *Municipal Zoning Approval* can be issued, including:

- Recording of plans
- Subsequent development plans (such as a Record Plat or Section Plan)
- Improvement Plan applications
- Grading Permit applications
- Agency comments

Once a *Municipal Zoning Approval* is issued, the developer begins the process of securing building, mechanical, electrical, plumbing, and sewer permits through St. Louis County.

Discussion

Prior to the meeting, Commissioner Tilman suggested that the Flowchart be displayed at the back of Council Chambers during public meetings. During discussion, it was also suggested that a slide of the Flowchart be incorporated into Staff's presentation to show where a particular project falls within the review process.

Commissioner Schenberg also requested that a high-resolution PDF version of the Flowchart be forwarded to the Planning Commissioners.

X. COMMITTEE REPORTS - None

XI. ADJOURNMENT

The meeting adjourned at 8:20 p.m.

Gene Schenberg, Secretary