

**THE CITY OF CHESTERFIELD  
ARCHITECTURAL REVIEW BOARD  
November 8, 2007**

**PRESENT**

Mr. Matt Adams  
Mrs. Mary Brown  
Mr. Rick Clawson  
Mr. Bud Gruchalla  
Mr. Gary Perkins  
Mr. Dave Whitfield  
Ms. Lu Perantoni, Planning Commission Liason  
Mr. Michael Watson, Planning Commission Liason  
Ms. Mara Perry, Senior Planner  
Councilmember Dan Hurt, Ward 4

**ABSENT**

Mr. Bryant Conant

**I. CALL TO ORDER:** Bud Gruchalla, Chair, called the meeting to order at 6:30 p.m.

**II. PROJECT PRESENTATIONS:**

**A. Outdoor Equipment Lot 1 (17485 N. Outer 40):** Amended Site Development Plan, Landscape Plan, Lighting Cut Sheet, Architectural Elevations, and Architect's Statement of Design for an existing warehouse buildings in a "PI" Planned Industrial District located east of Boone's Crossing on the north side of North Outer Forty Road.

Senior Planner Mara Perry presented the project requesting amended architectural elevations and additional parking to the front of the building for an existing 30,600 square foot warehouse building to become retail, office and warehouse use. The exterior building materials and roof will match the existing. There is an option for the elevational change based on the number of entrances to the building. There is a seepage berm in the rear which limits landscaping in that location. This project is currently before City Council for rezoning and will not go to Planning Commission until after approval at City Council. After review of the project, staff is currently working with the petitioner on the landscape plan and the lighting plan.

**Item(s) Discussed:**

- Sign package required for the development
- Shape and size of the new awnings

- Lighting fixture
- Side façade of the building
- Loading spaces in the rear
- Pavement at the rear of the building
- Current state of the block – painted
- Existing structures surrounding the building
- Trees along the eastern edge of the site
- Future Box Culvert location in regards to landscaping
- Handicapped parking spaces on east side of the building
- Tree types according to the tree manual

Staff's Review:

- ✓ Staff is to review need for a handicapped parking space on the east side of the building due to new entrances
- ✓ Tree types – confirm that they are approved in the tree manual.

**Rick Clawson made a motion to forward the project for approval.**

**Gary Perkins seconded the motion.**

**The motion passed by voice vote 6-0**

### **III. APPROVAL OF THE MEETING SUMMARY**

#### **A. October 11, 2007**

**The spelling of Rick Clawson's name in the minutes was to be amended.**

**The meeting summary was approved as amended.**

### **IV. OLD BUSINESS**

- **The Board discussed the authority of the ARB and the lack of an ordinance defining their role.**
- **The Board discussed how it is decided that projects be reviewed by the ARB. The ordinance states that elevations for projects that are going before Planning Commission will be reviewed. Some site specific ordinances have language stating that they will need to be reviewed by ARB prior to going to Planning Commission.**
- **The Board discussed the way to vocalize their motions to make sure that any issues that they have with a project are defined in the motion. The Board will be more descriptive in their motions in the future. There was further discussion about how the issues or concerns can be brought to the Planning Commission. The role of the Planning Commission liaison is to further express any issues that they saw when attending the ARB meeting. The Board can break down the motion into separate votes. The discussion about whether project votes get consensus from the entire Board. The Board discussed the way that projects Staff is going to confirm how projects can be sent back to ARB for further review if necessary.**

- The Board discussed the difference between a sign package and individual signs that come before staff for review.
- The Board discussed the ARB Guidelines that are being rewritten. The new guidelines will be helping to clarify issues and make more definition to guidelines. Staff is working on the draft of the ARB Guidelines. Must be reviewed by Mr. Geisel before coming to the ARB for review and comment.
- The Board discussed how staff needs to make sure that only complete projects are brought before the ARB. Staff is going to make sure that all items will be complete prior to putting them on the agenda. There was a discussion of the schedule of when the ARB meets and how frequently. There is an ability to call a special meeting should a project need to go back to ARB. There was a question about whether a project could be tabled if there are major items missing from the submittal for review. Staff will find out if this is an option available to the Board. Staff will try and address the concerns of the Board that the submittal is complete.

**V. NEW BUSINESS**

**VI. ADJOURNMENT**

**Meeting adjourned at 8:08 p.m.**