

MEMORANDUM

TO: Mike Geisel, City Administrator

FROM: Justin Wyse, Director of Planning & Development Services
James Eckrich, Director of Public Works/City Engineer

SUBJECT: Planning & Public Works Committee Meeting Summary
Thursday, April 19, 2018



A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on Thursday, April 19, 2018 in Conference Room 101.

In attendance were: **Chair Michelle Ohley** (Ward IV), **Councilmember Barry Flachsbart** (Ward I), **Councilmember Mary Ann Mastorakos** (Ward II), and **Councilmember Dan Hurt** (Ward III).

Also in attendance were: Mayor Bob Nation; Planning Commission Chair Merrell Hansen; Jim Eckrich, Director of Public Works/City Engineer; Justin Wyse, Director of Planning & Development Services; Jessica Henry, Senior Planner; Cecilia Dvorak, Project Planner; Cassie Harashe, Project Planner; and Kathy Juergens, Recording Secretary.

The meeting was called to order at 5:45 p.m.

I. APPROVAL OF MEETING SUMMARY

A. Approval of the March 22, 2018 Committee Meeting Summary

Councilmember Flachsbart made a motion to approve the Meeting Summary of **March 22, 2018**. The motion was seconded by **Councilmember Hurt** and **passed by a voice vote of 3-0 with Councilmember Mastorakos abstaining**.

II. UNFINISHED BUSINESS

- A. **P.Z. 07-2017 Chesterfield Valley Motor Sports (17501 N Outer 40 Rd)**: A request for an amendment to an existing "C8" Planned Commercial District for a 3.0 acre tract of land located north of North Outer 40 Rd west of its intersection with Boone's Crossing (17U510051) (Ward 4).

STAFF REPORT

Project Planner **Cecilia Dvorak** presented the request for an amendment to an existing "C8" Planned Commercial District for a 3.0 acre tract of land located north of North Outer 40 Road west of its intersection with Boone's Crossing. The request is to remove the restriction of a maximum of six vehicles for the display area directly north and west of the existing building. Additionally, the applicant is requesting to expand the outdoor storage area northeast of the building by approximately 55 feet. The public hearing for this petition was held on April 24, 2017.

At the Planning Commission meeting on March 12, 2018, the Commission recommended approval with the condition that only two vehicles be permitted in the triangular display.

At the March 22, 2018 Planning & Public Works (PPW) Committee meeting, a motion was made to forward the petition back to the PPW Committee and provide a Green Sheet amendment to allow an outdoor display of one vehicle with a footprint no larger than 75 square feet on the triangular area west of the building and to allow an outdoor display of unlimited vehicles along the paved strip wrapped around the building with the condition that all wheels and/or support points must be on concrete.

In addition to these changes, the Committee requested information regarding display vehicles being parked in the parking lot. Staff agreed to provide information regarding what is currently required on the site, what the current UDC would require, and what the Institute of Transportation Engineers (ITE) data would suggest. After careful review, Staff found that all information was consistent, and would recommend the City's typical process be used to ensure consistency throughout the City. The applicant currently has 15 excess parking spaces which can be used for display vehicles, however, when the applicant comes forward with a Site Development Plan, Staff would ask that he comply with the current UDC requirements which would provide the applicant with an excess of 17 parking spaces.

There was a desire at the last meeting to see the display vehicles restricted to a specific area to limit visibility of these vehicles from the road. If the Committee wishes to limit this, Staff would recommend limiting the display vehicles to eight parking spaces in the first row of parking abutting the building and the nine easternmost parking spaces of the northernmost row of parking. Staff also recommends the exhibit depicting the display area be attached to the ordinance as Attachment C and descriptive language be added to the Attachment A: The language will provide flexibility for change on the site and ensures that at no time shall the parking area exceed the display vehicle limit areas described above and shown on Attachment C. For example, should the current or future property owner construct an addition to the building, the additional square footage would increase the amount of required parking and decrease the area permitted to display vehicles. Alternatively, if the site plan was changed to remove square footage, the parking requirement may decrease; however, the area permitted to display vehicles could not increase.

Ms. Dvorak stated that Staff has visited the site at various times during regular business days to ensure compliancy and found that the site has been maintained in compliance with the request.

Ms. Dvorak noted that the Petitioner has submitted a letter addressed to the Committee to provide his request and rationale that the parking area not be regulated.

DISCUSSION

In response to Councilmember Hurt's question regarding the number of parking spaces allotted for display vehicles, Ms. Dvorak confirmed that the red spaces shown on the diagram is Staff's recommendation. The current site plan has an excess of 15 parking spaces. The site will need to undergo an Amended Site Development Plan in order to bring the fence into compliance. At that time, Staff would bring the parking into compliance with the Unified Development Code standards as parking standards have changed since the previous Site Development Plan submitted in the 1990s. At that point, the parking calculation would allow for 17 additional parking spaces and those are depicted on the diagram.

Councilmember Hurt stated he is still in favor of the Committee's Green Sheet language.

Councilmember Flachsbart commented that he likes how Staff incorporated the specific display areas within the parking lot. He realizes that the Petitioner wants to make the display more visible to the public, however, the Committee does not share that same feeling.

On a recent site visit, Chair Ohley noted that the entire front row was filled with vehicles which made it difficult to access the walkway to the building from the parking lot.

Chair Ohley made a motion to accept the Staff recommendation for the Attachment A language to limit the placement of display vehicles in the parking lot and include Attachment C to the Planning & Public Works Green Sheet amendment. The motion was seconded by Councilmember Flachsbart and **passed by a voice vote of 4-0.**

Chair Ohley made a motion to forward P.Z. 07-2017 Chesterfield Valley Motor Sports (17501 N Outer 40 Rd), as amended by the Planning & Public Works Committee, to City Council with a recommendation to approve. The motion was seconded by Councilmember Flachsbart and **passed by a voice vote of 4-0.**

Discussion after the Motion

In response to Councilmember Hurt's question, the Petitioner replied that his manager is now aware of what is required for the site to be in compliance. He further explained his rationale for requesting that the remaining parking spaces in the row adjacent to the building be used for display purposes as needed.

Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the May 7, 2018 City Council Meeting. See Bill #

[Please see the attached report prepared by Justin Wyse, Director of Planning and Development Services, for additional information on P.Z. 07-2017 Chesterfield Valley Motor Sports (17501 N Outer 40 Rd).]

III. NEW BUSINESS

A. Selection of Officers and Committee Assignments

- Chair of Planning & Public Works Committee/Planning Commission Liaison
- Vice Chair of Planning & Public Works Committee
- Chesterfield Historic and Landmarks Preservation Committee
- Board of Adjustment

After considerable discussion, **Councilmember Hurt made a motion recommending the following appointments:**

Planning Commission Liaison – Councilmember Hurt
Vice Chair of Planning & Public Works Committee – Councilmember Hurt
Chesterfield Historic & Landmarks Preservation Committee – Councilmember Mastorakos
Board of Adjustment – Councilmember Flachsbart

The motion was seconded by Chair Ohley and **passed by a voice vote of 4-0.**

- B. **P.Z. 12-2017 15320 Conway (SMS Group, LLC.)**: A request for a zoning map amendment from the “R-3” Residence District to a “PC” Planned Commercial District for a 0.93 acre tract of land located on the south side of Conway Road, approximately 500’ west of the intersection of Conway Road and Chesterfield Parkway (18S310348) (Ward 2).

STAFF REPORT

Project Planner Cassie Harashe presented the request for a zoning map amendment from “R3” Residence District to a “PC” Planned Commercial District for 15320 Conway Road. The site is located between Conway Road and I-64/US40, west of Chesterfield Parkway. The applicant is proposing to develop a one-story building of approximately 11,000 square feet in size.

Uses

A Public Hearing was held on September 25, 2017. At that time, the Applicant was requesting 42 uses. At the April 9, 2018 Planning Commission meeting, there was discussion regarding these uses. There was concern that some of the uses may be too intense for the site. The Petitioner was amenable to reducing the list to the following uses:

Public/Recreational – art gallery, art studio, recreational facility, museum

Office – general, dental, medical

Service – financial institutions-no drive thru, veterinary clinic

Educational – college/university

Open Space

The applicant also requested a modification to the open space requirement of 35%. At the April 9, 2018 Planning Commission meeting, discussion was held comparing the request to the adjacent properties and the Commission approved a motion to reduce the open space to 30%.

The Planning Commission ultimately approved the request at their April 9, 2018 meeting with two changes to the Attachment A. Those changes included reducing the list of permitted uses to 10 and reducing the amount of required open space to 30%.

Ms. Harashe stated the preliminary plan does not reflect the 30% open space requirement. Staff is currently working with the applicant to have a revised plan prior to going before the City Council.

DISCUSSION

Councilmember Flachsbart asked for clarification on what a “recreational facility” use would be as he has concerns about such a use. Ms. Harashe stated it would include facilities such as a Sky Zone or gymnastic facilities. She stated that the Petitioner has a potential tenant for a gymnastics use in the larger section located on the eastern side of the site. Chair Ohley had concerns as to whether a gymnastics facility could fit within a 30-foot high building.

In response to Councilmember Mastorakos’ question regarding the college/university use, Ms. Harashe stated that it would most likely be a satellite campus for a larger college or university.

In response to Councilmember Flachsbart’s question, Ms. Harashe stated there is no restriction on square footage for each permitted use. Councilmember Flachsbart stated that there may be some types of recreational uses that should be restricted and suggested that a limit be imposed on the maximum square footage of the building for that use or a certain percentage of the building.

Councilmember Mastorakos stated that during the Planning Commission meeting, a neighboring property owner expressed concern that the proposed building would limit visibility of her property and asked if the City received any other letters of opposition from other property owners. Ms. Harashe replied that no other property owners expressed a concern. Additionally, the Petitioner has worked with that property owner and showed her how the sight lines would not negatively impact visibility of her property.

Councilmember Hurt made a motion to forward to City Council P.Z. 12-2017 15320 Conway (SMS Group, LLC.), as recommended by the Planning Commission, with the understanding that the Planning & Public Works Committee would like to have the recreational facility use better defined. The motion was seconded by Councilmember Flachsbart and **passed** by a voice vote of 4-0.

Note: One Bill, as recommended by the Planning Commission, will be needed for the May 7, 2018 City Council Meeting. See Bill #

[Please see the attached report prepared by Justin Wyse, Director of Planning and Development Services, for additional information on P.Z. 12-2017 15320 Conway (SMS Group, LLC.).]

- C. P.Z. 13-2017 St. Louis Family Church Campus (St. Louis Family Church):** A request for a zoning map amendment from a “PC” Planned Commercial District, “PI” Planned Industrial District, and “C-8” Planned Commercial District to a new “PC” Planned Commercial District for 35.3 acres located on the southern side of Chesterfield Airport Road 675 feet east of its intersection with Long Road and north of Edison Avenue 575 feet east of its intersection with Long Road. (17U140102, 17U140405, 17U140131, 17U230353, 17U230232, 17U120364) (Ward 4).

STAFF REPORT

Project Planner Cassie Harashe presented the request for a zoning map amendment from a “PC” Planned Commercial, “PI” Planned Industrial, and “C-8” Planned Commercial District to a new “PC” Planned Commercial District for the St. Louis Family Church campus. The subject site is located between Chesterfield Airport Road and Edison, east of Long Road.

The southwest portion of the site is under contract to purchase and as such, one of the primary goals of this petition is to consolidate the church under one governing ordinance. The major components of the preliminary plan include lighted athletic fields in the southwest portion of the site, eventual plans for a new building and parking in the northwest portion, and a new worship center with an 80 foot high fly loft in the central portion of the site.

A public hearing was held on November 13, 2017 where the majority of discussion focused on the uses and of the height of the fly loft portion of the worship center. The petitioner removed the vocational school use request at the March 26, 2018 Planning Commission meeting and then later revised the maximum height request from 80 feet to 70 feet for the worship center only. The Planning Commission voted at their April 9, 2018 meeting to recommend approval 7-1 with a change to the Attachment A to include an additional setback for the 70’ portion of the fly loft. Language reflecting this setback has been added to the Attachment A. Staff is working with the Petitioner to have the preliminary development plan reflect this setback and the height of the worship center in the section profiles prior to this plan going to City Council.

Prior to the April 9, 2018 Planning Commission meeting, the Petitioner submitted their preferred language regarding the height restrictions for the development. This was discussed at the Planning Commission meeting and there were no concerns. However, the Commission did not include the petitioner's preferred language in their motion. The Petitioner would still like to request the amendment to the Attachment A Section I.B.2.Height to allow for transition along the roofline. The roof transition will not be available until a site development section plan is submitted. If the Committee chooses to accept this language, a Green Sheet amendment will be prepared before it reaches Council.

DISCUSSION

Height and Orientation of Building

Councilmember Hurt pointed out that the Planning Commission was concerned about the height of the loft and the location of the building, but not the square footage of the building, which is his main concern. During the Planning Commission meeting, there was discussion related to the size of the building being 40 feet wide and 100 feet long with a maximum height of 70 feet. Councilmember Hurt recommended this language be added to the Attachment A.

Planning Commission Chair Merrell Hansen stated that the Planning Commission's core concern was the location and orientation of the highest portion of the building which ultimately ties to the square footage of the overall building. At the time of the discussion, the Applicant did not have detailed architectural plans as they were presenting a concept.

Mike Doster, Doster Ullom & Boyle, stated that ultimately, the campus will encompass 35 acres. Build out of the campus will occur over a relatively long period of time. Detailed architectural plans have not been developed yet. The purpose of the zoning map amendment is to lay the ground work to understand what the guidelines are as they begin to build out the campus. Building footprints will be provided during the site plan review process. A concept plan of the sky loft was presented to the Planning Commission to emphasize the importance of the loft in relation to the worship center. The ultimate design of the loft has not been developed at this point.

Chair Ohley urged the Petitioner to take into consideration the Planning Commission's concerns along with Councilmember Hurt's concerns when developing the final architectural plan.

Ms. Hansen reiterated that the Planning Commission had strong concerns about the orientation of the building and asked the Petitioner to also take that into consideration when planning and designing the building.

Access

There was discussion regarding the access points and in particular the proposed full access drive on the western portion of the site. Ms. Harashe explained that the middle access drive does not currently exist. However, when the property was rezoned as part of the Monarch Center with a gas station, that Ordinance granted the property three access points. The current plan eliminates one access point on the eastern portion. Ms. Harashe stated that the western access drive can be relocated as long as it meets the City's access management guidelines. At this time, the Petitioner is proposing a full access drive which can always be changed at a later date. Justin Wyse, Director of Planning & Development Services, stated that the location of the access points along the road were previously established in the original right of way dedication agreement and that spacing has been incorporated into Monarch Center Governing Ordinance.

Councilmember Hurt made a motion to forward P.Z. 13-2017 St. Louis Family Church Campus (St. Louis Family Church) to City Council with a recommendation to approve with

the stipulation that the maximum square footage for the sky loft and orientation of the building will be determined prior to the next City Council meeting. The motion was seconded by Councilmember Mastorakos and **passed** by a voice vote of 4-0.

Note: One Bill, as recommended by the Planning Commission, will be needed for the May 7, 2018 City Council Meeting. See Bill #

[Please see the attached report prepared by Justin Wyse, Director of Planning and Development Services, for additional information on P.Z. 13-2017 St. Louis Family Church Campus (St. Louis Family Church).]

D. Brae Lane Parking Restriction (Ward 1)

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated that the Braefield Owners Association has requested a parking restriction on both sides of Brae Lane, from West Drive to Braefield Drive. They have received the required support in accordance with City Policy PW-25 and Staff recommends approval of the ordinance.

Councilmember Flachsbart made a motion to restrict parking along Brae Lane and to forward to City Council with a recommendation to approve the parking restriction. The motion was seconded by Councilmember Hurt and **passed by a voice vote of 4-0.**

Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the May 7, 2018 City Council Meeting. See Bill #

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Brae Lane Parking Restriction.]

E. Removal of Deer from City Right of Way

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated that the City has been notified that effective June 1, 2018, the Missouri Department of Conservation (MDC) will no longer remove deer from the City right of way. Staff has solicited costs for deer removal from area contractors. Animal Care Service (ACS) has submitted the low bid of \$125 for weekday pickup during business hours and \$150 for weekend or non-business hour pickups. Staff estimates that it will be necessary to remove up to 25 dead deer per year from the right of way at an estimated annual cost of \$3,500. The costs for 2018 (estimated to be \$2,000) will be absorbed within the existing street division budget with no budget adjustment requested at this time. However, beginning in 2019, the budget request for contractual services will be increased by approximately \$3,500.

DISCUSSION

In response to Chair Ohley's question, Mr. Eckrich stated that the estimate to remove 25 deer from the right of way is based on previous work orders.

No action was taken as this item was for informational purposes only.

IV. OTHER

V. ADJOURNMENT

The meeting adjourned at 7:07 p.m.