

MEMORANDUM

TO: Mike Geisel, City Administrator

FROM: Aimee Nassif, Planning and Development Services Director
James Eckrich, Public Works Director/City Engineer

SUBJECT: Planning & Public Works Committee Meeting Summary
Thursday, September 22, 2016



A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on Thursday, September 22, 2016 in Conference Room 101.

In attendance were: **Chair Dan Hurt** (Ward III), **Councilmember Bridget Nations** (Ward II) and **Councilmember Bruce DeGroot** (Ward IV). Councilmember Barbara McGuinness (Ward I) was absent.

Also in attendance were: Mayor Bob Nation; Planning Commission Chair Stanley Proctor; Jim Eckrich, Public Works Director/City Engineer; Aimee Nassif, Planning & Development Services Director; 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 August 18, 2016 Committee Meeting Summary

Councilmember DeGroot made a motion to approve the Meeting Summary of August 18, 2016. The motion was seconded by Councilmember Nations and **passed by a voice vote of 3-0**.

II. UNFINISHED BUSINESS - None

At the suggestion of Chair Hurt, the New Business items were discussed in reverse order.

III. NEW BUSINESS

D. 2017 Meeting Schedule

Councilmember DeGroot made a motion to approve the 2017 Planning and Public Works Committee Meeting Schedule. The motion was seconded by Councilmember Nations and **passed by a voice vote of 3-0**.

C. Artifact Loan to Barat Academy

STAFF REPORT

Aimee Nassif, Planning and Development Services Director, stated that the City loaned several artifacts to the St. Louis Community College's Wildwood campus to assist with their curriculum. The loan agreement was for a five year period. This past spring, Staff contacted the College to see if they wanted to renew the loan agreement or return the artifacts. Staff was advised that the

professor in charge of the artifacts was now head of science with Barat Academy in Chesterfield and she is still using the artifacts in her teachings. Thus, Barat Academy is now requesting a new loan agreement so that the professor can continue to use the artifacts.

Discussion

Following up on Councilmember McGuinness' question regarding the security of the artifacts, Ms. Nassif stated that Staff has been informed that they are kept in a locked cabinet in the professor's classroom. The professor will be available at the October 5 City Council meeting and has offered to bring the artifacts to the meeting if the Council desires.

In response to Chair Hurt's questions, Ms. Nassif stated there are 35 artifacts, the loan agreement is for 5 years and the City has not placed a monetary value on the items. Ms. Nassif confirmed that the City can request return of the items at any time.

Councilmember Nations stated that she preferred they be used for educational purposes and Chair Hurt concurred.

Councilmember Nations made a motion to continue the Artifact Loan Agreement with Barat Academy and to forward the loan agreement to City Council with a recommendation to approve. The motion was seconded by Councilmember DeGroot and **passed by a voice vote of 3-0.**

[Please see the attached report prepared by Aimee Nassif, Planning and Development Services Director, for additional information on City Owned Artifacts Loan to Barat Academy.]

B. Street Acceptance – Brasher Street and Blue Valley Avenue

Chair Hurt commented that he understands that the streets within the Blue Valley Development were always intended to be public and has no objection to the acceptance of these streets. However, he stated that he feels that these types of streets within a commercial development should not necessarily be public in the future. Chair Hurt suggested that in the future when developers ask for public streets that Staff carefully consider the request.

Councilmember Nations made a motion to forward the Brasher Street and Blue Valley Avenue street acceptances, including the stop signs, to City Council with a recommendation to approve. The motion was seconded by Councilmember DeGroot and **passed by a voice vote of 3-0.**

Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the October 5, 2016 City Council Meeting. See Bill #

[Please see the attached report prepared by Jim Eckrich, Public Works Director/City Engineer, for additional information on Brasher Street and Blue Valley Avenue Street Acceptances.]

A. Public Works and Parks Policies 1-5

STAFF REPORT

Jim Eckrich, Public Works Director/City Engineer, advised that Mike Geisel, City Administrator, has directed Staff review all City Council policies to ensure that the policies are current and do

not need to be modified in any manner. Mr. Eckrich indicated that he will periodically present five policies to the PPW Committee for review. As such, the first five policies are as follows:

1. **Acceptance of streets within residential subdivisions:** No change recommended.
2. **Tree Lawn Maintenance:** This is actually a code provision, however, because it affects nearly every residence in the City, Staff recommends keeping it as a Policy. The Policy basically states that residents are responsible for maintaining the portion of the right of way within the tree lawn in front of their house. The revised Policy also clarifies that subdivisions are responsible for the maintenance of islands within the public right of way.
3. **Erecting Signs:** No change recommended.
4. **Special Use Permit – Tree Planting:** Recommend deleting this Policy. Street trees are installed and maintained by the City so it is no longer necessary for residents to obtain a Special Use Permit.
5. **Street Trees:** This Policy was previously debated by the Planning and Public Works Committee in conjunction with the Ash Tree Removal program. The Policy was revised in February 2016, therefore, no changes are necessary at this time.

Discussion

Chair Hurt suggested that in the future if there are no changes to a policy that perhaps Mr. Eckrich could present up to ten policies at a time and Mr. Eckrich concurred.

Mr. Hurt also suggested that City Council be informed that Policy 4 deletes the requirement of a Special Use Permit for planting a tree, however, residents can still obtain a Special Use Permit at no cost to remove a tree. That provision is included in Public Works and Parks Policy Number 51.

Councilmember DeGroot made a motion to forward Public Works and Parks Policies 1-5, as revised by Staff, to City Council with a recommendation to approve. The motion was seconded by Councilmember Nations and **passed by a voice vote of 3-0.**

[Please see the attached report prepared by Jim Eckrich, Public Works Director/City Engineer, for additional information on Public Works and Parks Policies 1-5.]

IV. OTHER

V. ADJOURNMENT

The meeting adjourned at 5:56 p.m.