

**MINUTES
PLANNING AND ZONING COMMISSION
CITY OF TOWN AND COUNTRY
MARCH 16, 2016**

OPEN STAFF REVIEW

Commission members and City staff held an open staff review meeting at 6:30 P.M.

Present at the meeting were Chairman Sulewski, Alderman Meyland-Smith, Commissioners Bolazina, Cima, Kreikemeier, McKnight, Mueller and Rivas. Mayor Dalton and Commissioner Omell were absent.

Melanie Rippetoe, City Planner, was present.

City Attorney Steve Garrett was present to represent the City.

The Commission discussed the agenda items. No votes were taken.

REGULAR MEETING

The regular meeting of the Planning & Zoning Commission of the City of Town and Country was held at 7:00 P.M. on Wednesday, March 16, 2016, at the Municipal Center, 1011 Municipal Center Drive.

PLEDGE OF ALLEGIANCE

Commissioner Rivas led the Pledge of Allegiance.

ROLL CALL

The following members were present for the 7:02 P.M. roll call: Chairman Sulewski, Alderman Meyland-Smith, Commissioners Bolazina, Cima, Kreikemeier, McKnight, Mueller and Rivas. Mayor Dalton and Commissioner Omell were absent.

Melanie Rippetoe, City Planner, was present.

City Attorney Steve Garrett was present to represent the City.

NEW PLANNING AND ZONING COMMISSION MEMBER

Chairman Sulewski welcomed new commission member, Jeff Rivas Ward 3.

MINUTES – 1/20/16

Mr. Bolazina moved to approve the minutes, seconded by Alderman Meyland-Smith.

Chairman Sulewski called for corrections or amendments.

Hearing none, the minutes of 1/20/16, were unanimously approved by voice vote.

NEW BUSINESS

1. **PINETREE REBSUBDIVISION PRELIMINARY PLAT** – A request for approval of a Preliminary Plat for a re-subdivision of an existing lot (Lot 10) located at 13321 Pine Creek Drive in a 23.98-acre tract called Pinetree Subdivision, in the Suburban Low (SL) Zoning District. The applicant is seeking to subdivide a 2.13 acre existing

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lot into three lots consisting of .78 acres, .66 acres and .68 acres. Access to the new lots will be from existing Pine Creek Drive. **PUBLIC HEARING**

A court reporter from Midwest Litigation Services was present to record the public hearing.

Chairman Sulewski opened the public hearing.

Melanie Rippetoe, City Planner, entered the following exhibits into the record:

1. Municipal Code
2. Comprehensive Plan
3. Development Office file, as amended from time to time, including staff report titled Agenda Item 1, Planning and Zoning Commission, March 16, 2016
4. Pinetree Resubdivision Preliminary Plat, submitted on December 9, 2015, last revised on February 8, 2016
5. Mailing List, Notice of Public Hearing
6. Notice of Public Hearing posted on the property and published in the St. Louis Countian

Chris DeGuentz, Fischer and Fritchel Homes, was present on behalf of the request.

Mr. DeGuentz described the project as the subdividing of a 2.13 acre lot into three lots less than an acre. He explained Pinetree subdivision was created as a Planned Environmental Unit (PEU) under St. Louis County and then later annexed into Town and Country. He added the PEU allows for smaller lot sizes with large amounts of common area. He stated variances were approved for the proposed lot sizes of less than one acre and to alter the subdivision record plat.

Chairman Sulewski called for public comments.

Alderman Meyland-Smith inquired about the role of the Planning and Zoning Commission since the variances had already been approved. In response, Mr. Garrett stated the Commission is to consider and apply City subdivision regulations. He explained the Board of Adjustment has granted variances for the lot sizes and therefore are no longer in the purview of the Planning and Zoning Commission or the Board of Aldermen.

Robert Wilmering, 630 Pine Creek Drive, spoke in favor of the proposal and would welcome new construction.

Tom Bruno, 631 Pine Creek Drive, stated he is a trustee for Pinetree subdivision and a number of meetings have been held with the trustees and neighborhood regarding this proposal. He added that it was determined the three lots would best meet the subdivision's needs.

Upon inquiry by Alderman Meyland-Smith, Mr. Bruno stated the proposal has trustee approval.

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In response to Chairman Sulewski, Mr. Bruno explained the applicant has agreed to remove the concrete pad within the common area.

Hearing no further comments, Chairman Sulewski closed the public hearing.

Alderman Meyland-Smith applauded the patience and participation from the neighborhood and trustees.

Mr. Kreikemeier moved to approve the Preliminary Plat, Mr. Cima seconded the motion.

The roll call vote was as follows: AYE, Chairman Sulewski, Alderman Meyland-Smith, Commissioners Bolazina, Cima, Kreikemeier, McKnight, Mueller and Rivas; NAY, none; ABSTAIN, none; ABSENT, Mayor Dalton and Commissioner Omell.

The motion to approve the Preliminary Plat carried unanimously.

2. CENTURYLINK – AMENDED FINAL SITE DEVELOPMENT PLAN – A request by Niki Chapman, Digital Realty, on behalf of Digital #1 Savvis Parkway LLC, owner, for approval of an Amended Final Site Development Plan (AFSDP) for a revised landscaping plan for a 10 acre tract of land on a 23.47 acre lot for CenturyLink, located at 1 Solutions Parkway, in the Planned Office Park (POP) Zoning District.
PUBLIC HEARING (May be canceled if Amendment is found to be “not significant”.)

Mr. Cima moved that the proposed amendment be considered “not significant”, seconded by Mr. Kreikemeier.

The roll call vote was as follows: AYE, Chairman Sulewski, Alderman Meyland-Smith, Commissioners Bolazina, Cima, Kreikemeier, McKnight, Mueller and Rivas; NAY, none; ABSTAIN, none; ABSENT, Mayor Dalton and Commissioner Omell.

The motion was approved unanimously.

Jordan Wilkerson, DG2 Design Landscape Architecture, and Niki Chapman, Digital Realty, were present on behalf of the request.

Mr. Wilkerson described the project as an update to the landscape plan with the addition of native plants and prairie grasses. He explained the proposal does not meet the bufferyard requirements along South Outer Forty but those required plantings are distributed throughout the rest of the property.

In response to Alderman Meyland-Smith, Mr. Wilkerson stated the owner wanted to improve the appearance of the property and remove the oak trees before being damaged by the emerald ash borer.

Chairman Sulewski called for public comments.

Hearing none, Mr. Kreikemeier moved to approve the Amended Final Site Development plan with conditions A-F as set forth in the staff report. Ms. Mueller seconded the motion.

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The roll call vote on the motion was: AYE, Chairman Sulewski, Alderman Meyland-Smith, Commissioners Bolazina, Cima, Kreikemeier, McKnight, Mueller and Rivas; AYE, none; ABSTAIN, none; ABSENT, Mayor Dalton and Commissioner Omell.

The motion to recommend approval of the Amended Final Site Development carried unanimously.

OTHER BUSINESS

REPORT FROM BOARD OF ALDERMEN ON ACTION BY THE BOARD

Alderman Meyland-Smith reported on the following items:

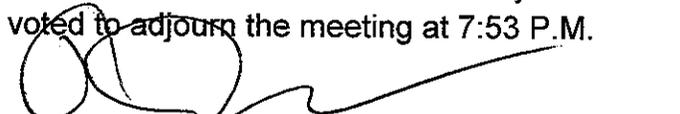
- A Conditional Use Permit for the gate at 12837 Topping Acres was approved unanimously through the Board of Aldermen. He explained the presentation given to Planning and Zoning was incomplete and inaccurate, with the presenter conveying the incorrect number of houses on the street. He added 15 of the surrounding neighbors signed an agreement approving the gate.
- A Conditional Use Permit for the detached garage at 13398 Conway Road had first reading through the Board of Aldermen.

Alderman Meyland-Smith briefed the Commission on the work group created to review City Zoning Codes. He explained the group has met twice and is evaluating a number of residential regulations including how square footage is calculated.

Brief discussion followed.

ADJOURN

On motion of Mr. Cima, seconded by Mr. Kreikemeier, the Commission unanimously voted to adjourn the meeting at 7:53 P.M.



Ron Sulewski, Chairman