MINUTES
PLANNING AND ZONING COMMISSION
CITY OF TOWN AND COUNTRY
JUNE 15, 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 Cima, Kreikemeier, McKnight, Omell and Rivas. Mayor Dalton, Commissioners Bolazina and Mueller were absent.

Craig Wilde, Planning and Public Works Director, and Melanie Rippetoe, City Planner, were present.

In City Attorney Steve Garrett's absence, Attorney Stephanie Karr 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, June 15, 2016, at the Municipal Center, 1011 Municipal Center Drive.

PLEDGE OF ALLEGIANCE

Gussie Crawford, Ward 3 Alderman, led the Pledge of Allegiance.

ROLL CALL

The following members were present for the 7:07 P.M. roll call: Chairman Sulewski, Alderman Meyland-Smith, Commissioners Cima, Kreikemeier, McKnight, Omell and Rivas. Mayor Dalton, Commissioners Bolazina and Mueller were absent.

Craig Wilde, Planning and Public Works Director, and Melanie Rippetoe, City Planner, were present.

Attorney Stephanie Karr was present to represent the City.

MINUTES – 5/18/16

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

Chairman Sulewski called for corrections or amendments.

Hearing none, the minutes of 5/18/16, were unanimously approved by voice vote.

MINUTES – 6/8/16

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

Chairman Sulewski called for corrections or amendments.

Mr. Kreikemeier moved to amend the minutes, as follows:

(New language **bolded** and **underlined**) (Deleted language shows as ~~strikethrough~~)

Page 1 Paragraph 2:
Present at the meeting were Chairman Sulewski, Mayor Dalton*, Alderman Meyland-Smith, Commissioners Bolazina, **Kreikemeier,** McKnight, Mueller, Omell and Rivas. Commissioner Cima was absent. *Mayor Dalton left after opening remarks.

NEW BUSINESS

1. **DAYSPRING BAPTIST CHURCH – AMENDED FINAL SITE DEVELOPMENT PLAN –** A request for approval of an Amended Final Site Development Plan for an addition, reconfiguration of parking and drives and to remove an existing building, on a site of approximately 9.9 acres located at 1001 Municipal Center Drive, in the Suburban Estate (SE) Zoning District. The applicant is Dayspring Baptist Church, owner. **PUBLIC HEARING** (May be canceled if Amendment is found to be "not significant".)

Dr. Omell moved that the proposed amendment be considered "significant", seconded by Mr. Kreikemeier.

The motion carried unanimously by voice vote.

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 to the Planning and Zoning Commission, dated June 15, 2016, titled Agenda Item 1 – 1001 Municipal Center Drive – Amended Final Site Development
4. Dayspring Baptist Church's Amended Final Site Development Plan, submitted on March 1, 2016, last revised on May 18, 2016
5. Mailing List, Notice of Public Hearing
6. Notice of Public Hearing posted on the property and published in the St. Louis Countian

Paul Boyer, CEDC Engineering, and Mat Hartig, Dayspring Baptist Church, were present on behalf of the request.

Utilizing a PowerPoint presentation, Mr. Boyer described the project as a 4,200 sq. ft. addition to the church with matching materials on a 9.9 acre lot. He added there is an existing residence that is to be removed resulting in an increase of greenspace and a relocation of the entrance drive and parking spaces. He explained that while the proposal includes some landscaping additions there is still a deficiency on the property and a variance is required.

Alderman Meyland-Smith commended the proposal for lessening impact on residents, the abundance of open area and greenspace, and architectural changes.

Discussion was held regarding the existing storm water detention on the property and when additional detention is needed.

Chairman Sulewski called for public comment.

In response to Dr. Omell, Mr. Boyer confirmed approval of the proposed conditions.

Chairman Sulewski closed the public hearing.

Dr. Omell moved to recommend approval of the Amended Final Site Development Plan, with conditions A-J as set forth in the staff report. Mr. Cima seconded the motion.

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

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

2. AMENDMENT OF THE ZONING CODE – Review of Neighborhood Preservation Initiatives

Craig Wilde, Planning and Public Works Director, was present on behalf of the request.

Mr. Wilde stated the proposed zoning amendments are comprised of five different elements that were discussed at the previous Planning and Zoning Work Session.

Chairman Sulewski thanked the Zoning Work Group, comprised of Alderman Meyland-Smith, Mr. Bolazina and Mr. McKnight, for their contributions in creating the proposed zoning amendments.

Alderman Meyland-Smith explained the work group was created to review and revise zoning ordinances to reflect the design and amenities that exist with new home construction. He added another goal was to lessen the impact of new construction on adjacent neighbors without limiting the house size that could be built.

Utilizing a PowerPoint presentation, Mr. McKnight compared the five proposed zoning recommendations with the existing regulations and described the result each would have on neighboring properties and potential house design.

Extensive discussion was held regarding each recommendation and the potential effects on new and existing residents.

Chairman Sulewski called for public comment.

Hearing none, Dr. Omell moved to continue the Zoning Code Amendments to the July 20, 2016 meeting, Mr. Kreikemeier seconded the motion.

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

The motion to continue the Zoning Code Amendments carried unanimously.

OTHER BUSINESS

REPORT FROM BOARD OF ALDERMEN ON ACTION BY THE BOARD

Alderman Meyland-Smith stated a Town Forum would be held on June 29, 2016 regarding the proposed zoning amendments and other Code changes proposed by the Public Works Commission and the Architectural Review Board.

Mr. Rivas stated he would be moving out of the state for work at the end of the week. The Commission thanked Mr. Rivas for his contributions to the Planning and Zoning Commission.

ADJOURN

On motion of Dr. Omell, seconded by Mr. Cima, the Commission unanimously voted to adjourn the meeting at 9:03 P.M.

Will McKnight, Secretary