MINUTES
PLANNING AND ZONING COMMISSION
CITY OF TOWN AND COUNTRY
OCTOBER 5, 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, Kuchan McKnight and Omell. Mayor Dalton and Commissioner Mueller were absent.

Craig Wilde, Planning and Public Works Director, 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, October 5, 2016, at the Municipal Center, 1011 Municipal Center Drive.

NEW PLANNING AND ZONING COMMISSION MEMBER

Chairman Sulewski welcomed new commission member, Andy Kuchan Ward 3.

PLEDGE OF ALLEGIANCE

Andy Kuchan, Planning and Zoning Commissioner, led the Pledge of Allegiance.

ROLL CALL

The following members were present for the 7:21 P.M. roll call: Chairman Sulewski, Alderman Meyland-Smith, Commissioners Bolazina, Cima, Kreikemeier, Kuchan, McKnight and Omell. Mayor Dalton and Commissioner Mueller.

Craig Wilde, Planning and Public Works Director, was present.

City Attorney Steve Garrett was present to represent the City.

MINUTES – 8/17/16

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

Chairman Sulewski called for corrections or amendments.

Mr. McKnight moved to amend the minutes, as follows:
(New language **bolded** and **underlined**) (Deleted language shows as ~~strikethrough~~)

Page 4 Paragraph 10:
In response to Mr. Bolazina, Mr. Volz stated they did not ~~extended~~ **extend** the swale further east to maintain the natural landscaping. He added the proposal will reduce the present water runoff.

Page 5 Paragraph 1:
Mr. Wilde explained the pipe system would be maintained by the ~~Missouri~~ **Metropolitan** Sewer District, the basin would be maintain by the Homeowner's Association and the swale would be maintained by the individual property owners.

Mr. Bolazina seconded the motion and a voice vote carried.

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

The minutes of 08/17/16, as amended, were unanimously approved.

NEW BUSINESS

1. **Amendment to the Zoning Code –** Amendment to five sections of Chapter 405: Zoning Regulations of the Municipal Code of the City of Town & Country as it relates to Minor Shopping Centers and Outside Dining

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

Mr. Wilde described the proposal as five amendments to the Zoning Code including the definition of a Minor Shopping Center, parking regulations and allowing outside dining as a permitted use in the Commercial (C) Zoning District.

Discussion ensued regarding the proposed amendments specifically allowing outside dining as a permitted use and clarification of the Minor Shopping Center definition.

Chairman Sulewski called for public comment.

Commissioner Omell suggested Commissioner Bolazina work with staff to revise the outdoor dining ordinance.

Alderman Meyland-Smith suggested Commissioner Bolazina and McKnight work with staff regarding the proposed zoning amendments.

Hearing no further comment, Mr. Bolazina moved to continue the Amendment to the Zoning Code to the December 21, 2016 meeting, seconded by Mr. Kreikemeier.

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

The motion failed 6-2.

Mr. Cima moved to continue the Amendment to the Zoning Code to the October 19, 2016 meeting, seconded by Dr. Omell.

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

The motion to continue to the October 19, 2016 meeting carried 6-2.

2. Amended Final Site Development Plan – Clayton Village Shopping Center – A request by Walmar Investment Company, owner, for approval of an Amended Final Site Development Plan for Clayton Village Shopping Center, located at 14151 Clayton Road, in the Commercial (C) Zoning District – **PUBLIC HEARING**

Alderman Meyland-Smith moved that the proposed amendment be considered "significant", seconded by Dr. Omell..

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

The motion carried unanimously.

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

Chairman Sulewski opened the public hearing.

Craig Wilde, Director of Planning and Public Works, 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 & Zoning Commission, October 5, 2016
4. Amended Final Site Development Plan, Clayton Village, 2 sheets, prepared by Vance Engineering, Inc.
5. Mailing List, Notice of Public Hearing
6. Notice of Public Hearing posted on the property and published in the St. Louis Countian

Edward Heckman, Walmar Investment Company; Mike Kupstas, Katie and Ted Collier, Katie's Pizza & Pasta, were present on behalf of the request.

Mr. Heckman described the proposal as the addition of Katie's Pizza & Pasta to the Clayton Village Shopping Center. He stated the project would use two of the existing spaces and sidewalk.

Discussion was held regarding operating hours and the outdoor dining space.

Alderman Meyland-Smith inquired about the visibility of the western sign. In response, Mr. Heckman explained the western sign is the only visible sign for those turning left into the center.

Mr. Bolazina expressed safety concerns for the outdoor tables and chairs so close to the parking lot.

Chairman Sulewski called for public comment.

Hearing none, Chairman Sulewski closed the public hearing.

Mr. McKnight moved to continue the Amended Final Site Development Plan for Clayton Village to the October 19, 2016 meeting, Mr. Kuchan seconded the motion.

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

The motion to continue carried unanimously.

3. Conditional Use Permit – A request by Larry Walker, owner, for approval of a Conditional Use Permit for a detached garage / studio, located at 412 Cheshire Farm Court, in the Suburban Estate (SE) Zoning District.

Mike Shea, Architect, and Larry Walker, owner, were present on behalf of the request.

Mr. Shea described the proposal as a 336 sq. ft. garage addition with a porte-cochere. He added the materials and roof pitch will match the existing house.

In response to Chairman Sulewski, Mr. Shea explained the addition is 52 feet from the side property line.

Mr. Walker stated the project has trustee approval.

Chairman Sulewski called for public comment.

Hearing none, Mr. Kreikemeier moved to recommend approval of the Conditional Use Permit, with conditions A-G as set forth in the staff report. Mr. Bolazina seconded the motion.

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

The motion to recommend approval of the Conditional Use Permit carried unanimously.

4. Private Street Acceptance – Woodlake Drive

Gary Breneman, trustee, was present on behalf of the request.

Mr. Wilde described the request by the trustees of Woods Mill Subdivision to accept Woodlake Drive for road maintenance by the City. He explained that Woodlake Drive is a commercial street and the policy for private street acceptance does not delineate between residential and commercial streets.
Extensive discussion was held regarding the private street acceptance policy, the condition of the street, and the damage associated with commercial traffic. The Commission continued deliberation at length concerning the merits and disadvantages of accepting a commercial street for maintenance by the City.

Alderman Meyland-Smith moved to continue the Private Street Acceptance of Woodlake Drive indefinitely, Mr. Cima seconded the motion.

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

The motion to continue indefinitely carried unanimously.

Alderman Meyland-Smith moved to direct staff to approach the Board of Aldermen to clarify as to whether the City is willing to accept commercial subdivision streets under the existing street acquisition resolution. The motion was seconded by Mr. McKnight.

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

The motion carried unanimously.

OTHER BUSINESS

REPORT FROM BOARD OF ALDERMEN ON ACTION BY THE BOARD
Alderman Meyland-Smith reported the following items:

- Record Plat for Pinetree Resubdivision was approved
- Record Plat for Summerhill Resubdivision was approved
- Amended Final Site Development Plan and Conditional Use Permit for the Maryville Ball property received first reading through the Board of Aldermen

Alderman Meyland-Smith briefed the Commission on the process and upcoming meetings for the Neighborhood Preservation Initiatives.

ADJOURN
On motion of Dr. Omell, seconded by Mr. Cima, the Commission unanimously voted to adjourn the meeting at 9:17 P.M.

Will McKnight

Will McKnight, Secretary