



**MINUTES
PLANNING & ZONING COMMISSION
ST. PETERS JUSTICE CENTER, 1020 GRAND TETON DR, ST PETERS, MO 63376
MEETING OF DECEMBER 2, 2020 6:30 P.M.**

CALL TO ORDER:

Chairman Keith McNames called the meeting to order at approximately 6:30 p.m.

INVOCATION:

A moment of silent prayer was observed.

PLEDGE OF ALLEGIANCE:

All in attendance said the Pledge of Allegiance.

ATTENDANCE:

Those in attendance were: Chairman Keith McNames, Alderman Judy Bateman; Lori Tainter; Steve Snarzyk; Janet Shetterly; Steven Bailey; Larry Sachse; Pat Kelley; Bill Yoffie; Joseph Markus; Gary Westhoff;; Mark Kersten, Building Commissioner; Melissa Vollmer, Recording Secretary; Ken Braunfeld, Planning Coordinator and Liane Sargent, City Engineer. Julie Powers, Director of Planning, Community and Economic Development was absent.

MINUTES:

A motion was made by Mr. Westhoff and seconded by Mr. Kelley to approve the minutes of the November 4, 2020 Planning and Zoning Commission meeting. The motion carried unanimously.

COMMUNICATIONS AND REPORTS OF OFFICERS:

Chairman Keith McNames explained the procedures for this evening's meeting. Mr. Braunfeld that the items on the agenda requiring Board of Alderman action would be on the December 17th Board of Alderman Agenda.

OLD BUSINESS

1. Home Occupations:

- a. Hallows Construction, LLC (construction): James Hallows, 169 Thornway Drive.

The applicant was not in attendance. Chairman McNames made a motion and. Mr. Snarzyk seconded to postpone this item until the end of the agenda. The motion carried unanimously

NEW BUSINESS

- a. Botanica7 (consulting): Margarita Groark, 2 Allie Marie Court.

The applicant was not able to attend the meeting and asked that her application be postponed until the January 6th Planning and Zoning Commission meeting. Chairman McNames made a motion and. Mr. Westhoff seconded to postpone this item until the January 6, 2021 meeting. The motion carried unanimously

2. Public Hearings:

- a. Street Vacation – Spencer Road: north side of Highway 370, east of Spencer Road.

Mr. Ken Braunfeld presented this to the Commission for approval. Mr. Braunfeld explained that Premier Business Park was originally platted in 2006 – Plat One included the area south of Highway 370. At that time, the area to the north was privately owned; the plan was to create smaller industrial lots with an extension of Spencer Road down the middle of the lots, extending east to west and connect with Lakeside Park Drive. The road base was constructed and utilities were installed in the original alignment. The north area was platted with Plat Two in 2017. The first development in the north area of Premier 370 Business Park, known as “Project Smile” was approved in August 2020. At that time it was determined that the alignment of Spencer Road east of the Project Smile site should be shifted to create larger lots; these have become more in demand than the smaller lots previously platted. Therefore, the balance of the road will be shifted to the south as indicated on the exhibit. Chairman McNames opened the public hearing at 6:37 p.m. and asked anyone wishing to speak on this street vacation to please come forward. Seeing no one present to comment, Chairman McNames closed the public hearing at 6:37 p.m. Mr. Westhoff made a motion and Mr. Bailey seconded to recommend approval of this street vacation to the Board of Aldermen. The motion carried unanimously.

- b. Update to Title IV land Use (Chapter 405) of the St. Peters Municipal Code.

Mr. Ken Braunfeld presented this to the Commission for approval. Mr. Braunfeld explained that earlier this year the City modified the licensing code and other parts of the City Code regarding tattoo activities, modifying the reference to “body art”. To be consistent with these changes, the Zoning Code (Chapter 405) warrants updating to provide the new terminology. Chairman McNames opened the public hearing at 6:40 p.m. and asked anyone wishing to speak on this Code change to please come forward. Seeing no one present to comment, Chairman McNames closed the public hearing at 6:40 p.m. Mr. Kelley made a motion and Mr. Westhoff seconded to recommend approval of these code changes to the Board of Aldermen. The motion carried unanimously.

3. Record Plats:

- a. Woodstone Apartments: south side of South St. Peters Parkway, west of Harvester Court and east of Woodstone Drive.

Mr. Cliff Heitmann, Bax Engineering, presented this to the Commission for approval. Mr. Heitmann explained that the subject plat will subdivide the Steinmann-Justus property to accommodate the proposed Woodstone Apartments as well as a future commercial parcel. Lot 1 will be 2.825 acres and is available fo future commercial development. Lot 2 will be 9.088 acres and will be used for the Woodstone Apartment project that was approved by the Planning and Zoning Commission at the May 6, 2020 meeting. Lot 3 contains an existing single-family home facing Harvester Court which will remain. Lot 4 will contain the detention basin. Mr. Yoffie made a motion and Ms. Tainter seconded to recommend approval of this record plat to the Board of Aldermen, with the following contingencies:

1. The following items are to be provided prior to recording:
 - a. Provide seal and signature.
 - b. Provide verification that all taxes have been paid.
 - c. Provide escrows or make public improvements.
 - d. Provide a digital media copy of the plat.

The motion carried unanimously.

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- b. Woodstone Seniors: west side of Woodstone Drive, north of Harvester Road

Mr. Matthew Kriete, Engineering Surveys & Services, presented this to the Commission for approval. Mr. Kriete explained that the subject site is located at the northwest corner of Woodstone and Harvester Road. This plat will combine two existing deeded lots into one 6.71 acre lot to accommodate an independent, assisted and memory care senior living facility that was approved by the Planning and Zoning Commission at the November 4, 2020 meeting. As part of this plat, a ten foot wide general utility easement will be created around the perimeter of the lot. Mr. Westhoff made a motion and Ms. Shetterly seconded to recommend approval of this record plat to the Board of Aldermen with the following contingencies:

1. The following items are to be provided prior to recording:
 - a. Provide signature and seal.
 - b. Provide verification that all taxes have been paid.
 - c. Provide escrows or make public improvements.
 - d. Provide a digital media copy of the plat.

The motion carried unanimously.

4. Site Plans:

- a. St. Peters Ambulatory Surgical Center/Clinic: north side of Executive Centre Parkway, east of St. Peters Centre Boulevard

Mr. Matt Fogarty, Premier Design Group, presented this to the Commission for approval. Mr. Fogarty explained that the proposed St. Peters Ambulatory Surgical Center/Clinic will be located within the St. Peters Special District, on the north side of Executive Centre Parkway, between the St. Peters Memory Care Facility and the Napleton Chrysler/Jeep parking lot. The project will include a one-story 47,585 square foot building on a 5.59 acre lot. The new medical building will include doctor offices, surgery facilities, a physical therapy center, and imaging facilities. Access to the site will be to Executive Centre Parkway, which will include the construction of an east bound left turn lane. The facility will have two hundred fifty-eight parking spaces well in excess of the required one hundred and ninety-one spaces. The proposed building will be very modern with clean fresh lines and include a rectangular glass atrium element. The building will be architecturally treated on all four sides with a combination of brick block, architectural metal panels, and large glass windows. Mr. Kelley made a motion and Ms. Tainter seconded to approve this site plan with no contingencies. The motion carried unanimously.

1. Home Occupations (continued):

- a. Hallows Construction, LLC (construction): James Hallows, 169 Thornway Drive.

The applicant was not in attendance. Chairman McNames made a motion and Ms. Shetterly seconded to postpone this item until the January 6, 2021 Planning and Zoning Meeting. The motion carried unanimously.

Ms. Tainter made a motion and Ms. Shetterly seconded to adjourn the meeting at 7:04 p.m. The motion carried unanimously.

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Respectfully submitted:



Melissa M. Vollmer,
Recording Secretary



Chairman Keith McNames,
Planning and Zoning Commission