



**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
OCTOBER 4, 2017**

PRESENT:

Allen Klippel, Chair
Jim O'Donnell, Secretary/Treasurer
Greg Frick
Cindy Coronado
Dan Stauder
Madt Mallinckrodt
Kathy Oughton
David Eagleton

ABSENT:

James Diel, Vice Chair

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, October 4, 2017, in the Council Chambers at Kirkwood City Hall, 139 South Kirkwood Road. City Council Liaison Nancy Luetzow, City Planner Jonathan Raiche, Assistant City Planner Amy Lowry, and Administrative Assistant Patti Dodel also attended the meeting.

1. Chairman Allen Klippel called the meeting to order at 7:00 p.m. and noted Commissioner Diel was absent and his absence was excused.
2. Motion was made by Commissioner O'Donnell and seconded by Commissioner Coronado to approve the minutes from the September 20, 2017, meeting. The motion was unanimously approved by the eight members present.
3. **PZ-11-18 SPECIAL USE PERMIT AMENDMENT – CITIZEN KANE'S, 127 & 133 W CLINTON**
Submitted: 9-15-17 Automatic Recommendation: 1-13-18
Petitioner, Frank Kane

Assistant City Planner Amy Lowry stated the petitioner is proposing to amend his Special use Permit for 133 West Clinton by combining the adjacent property at 127 West Clinton. The sale of prepared foods for take-out and consumption in the building or on the patio and retail sales of food, dry goods, and miscellaneous items are proposed. A service bar would be constructed under the staircase on the west side of the building and an electric smoker would be located on the north side of the building. The hours of operation for the proposed uses at 127 West Clinton would be noon to 5 p.m. while the existing restaurant at 133 West Clinton opens at 5 p.m. Plans for site lighting, the service bar, and electric smoker need to be provided.

Ken Burns, the architect, and Frank Kane, the owner, were present. Mr. Burns commented that the two parcels would be combined and that the two businesses would not be open at the same time. The market place would start with being open Thursday thru Saturday from 11 a.m. to 5 p.m. in April, 2018 and may extend the days open through December.

In response to Commissioner Eagleton's question, Mr. Kane stated he would be agreeable to placing a bike rack on the property. Chairman Klippel appointed Commissioners Mallinckrodt and Eagleton to the subcommittee. A subcommittee meeting to be held on the site was scheduled for October 11 at 9 a.m.

4. PZ-07-18 AMEND ZONING CODE – RESIDENTIAL CORNER LOT SETBACKS
(Subcommittee – Mr. Klippel and Mr. Frick)

Chairman Klippel stated the Subcommittee met again but has not prepared a report.

5. NACTO GUIDELINE DISCUSSION

Commissioner Eagleton made a motion that, in order to create Safer Streets, the Planning and Zoning Commission recommends the City Council require Street Design Guidelines that shall include but not be limited to, the National Association of City Transportation Officials (NACTO) Design Guidelines, Best Practices (as recommended on page 66 of the recently passed and approved Comprehensive Plan 2035) in all Scopes of Work, Request for Qualifications, and Request for Proposals, for the design, construction, and maintenance of all streets and sidewalks in Kirkwood, to improve the safety and security of all users of all abilities. Commissioner Mallinckrodt seconded the motion. After discussion, the motion failed by a vote of four to four (In Favor: Commissioners Coronado, Eagleton, Mallinckrodt, and Stauder; Opposed: Commissioners Frick, Klippel, O'Donnell, and Oughton).

6. PUBLIC INPUT PROCEDURE – STAFF RECOMMENDATION

City Planner Jonathan Raiche stated as part of the new Site Plan Review regulations adopted in March by Ordinance 10396, the Planning and Zoning Commission is required to allow other interested parties to make comments; and that his memo dated September 29 to the Commission recommends an organized approach for public input at Planning and Zoning Commission meetings and Subcommittee Meetings. Motion was made by Commissioner Stauder to adopt the guidelines as proposed in the September 29 memo from Mr. Raiche. Commissioner Oughton seconded the motion; and after discussion, the motion was unanimously approved by the eight members present.

There being no further business, the meeting adjourned at 8:44 p.m. The next regular meeting will be held on October 18 at 7 p.m. in the Main Level Conference Room at City Hall.

Allen Klippel, Chair

Jim O'Donnell, Secretary/Treasurer

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