

**CITY OF KIRKWOOD**

**PLANNING AND ZONING COMMISSION**

**JANUARY 16, 2019**

**PRESENT:** **ABSENT:**

Allen Klippel, Chairman

Jim O’Donnell, Vice Chairman

Wanda Drewel, Secretary/Treasurer

James Diel

Madt Mallinckrodt

David Eagleton

Jim Adkins

Ron Evens

Greg Frick

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, January 16, 2019, in the City Hall Council Chambers at 139 South Kirkwood Road. City Attorney John Hessel, City Planner Jonathan Raiche, Assistant Planner Amy Lowry, and Administrative Assistant Patti Dodel also attended the meeting.

**1.** Chairman Klippel called the meeting to order at 7:00 p.m. and stated all Commission members were present.

**2.** Motion was made by Commissioner Evens and seconded by Commissioner O’Donnell to approve the minutes as written for the January 2, 2019, meeting. The motion was unanimously approved.

**3. PZ-18-19 SITE PLAN REVIEW, CELLULAR TOWER – CROWN CASTLE,**

 **12309 OLD BIG BEND ROAD**

Submitted: 12-14-18

Petitioner’s Agent, Megan Flower

(Subcommittee - Commissioners Diel and Frick)

Megan Flower and Mike Stewart from Crown Castle were present. City Planner Jonathan Raiche stated Crown Castle is proposing to replace the 80-foot tall “flagpole” cellular tower with a 95-foot tall monopole to accommodate updates and additional carriers. The proposed tower would be surrounded by a six-foot tall decorative metal fence. The existing tower would be removed within 120 days of the finalized installation of the proposed tower.

The petitioner did not have any comments. In accordance with Section 220.6 of the Zoning Code, Chairman Klippel asked if there was anyone in the audience who had comments concerning the site plan, and no one responded.

Commissioner Frick read the underlined sections of the Subcommittee Report:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### JANUARY 16, 2019

***PETITION NUMBER*:** PZ-18-19

***ACTION REQUESTED*:** SITE PLAN REVIEW – CROWN CASTLE

***PROPERTY OWNER*:** 12309 OLD BIG BEND LLC

***APPLICANT*:** MEGAN FLOWER, CROWN CASTLE USA INC.

***PROPERTY LOCATION*:** 12309 OLD BIG BEND ROAD

***ZONING*:** B-1, NEIGHBORHOOD BUSINESS DISTRICT

 ***DRAWINGS SUBMITTED:*** SITE PLAN PACKET (14 SHEETS) PREPARED BY SSC, STAMPED “RECEIVED JANUARY 8, 2019, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

**DESCRIPTION OF PROJECT:**

The applicant is requesting Site Plan approval for the replacement of an existing 80’ tall disguised (flag pole style) cell tower with a new 95’ tall non-disguised, monopole tower on the property of 12309 Old Big Bend Road. The property, which was previously McDonnell’s Market, is now occupied by BarX CrossFit. The existing cell tower was approved by a Special Use Permit in 1998 and there have been additional approvals for related equipment expansions since that original approval.

Section A-910 of the Zoning Code, which regulates communication antennas and support structures, requires that the one-time replacement of previously-approved cell-towers seek Site Plan approval with review by the Planning & Zoning Commission and City Council. The Zoning Code stipulates that the new tower may not exceed the height of the old tower by more than 20 feet. The new proposed tower is to accommodate updated technology for existing carriers and to provide additional co-location opportunity for additional carriers.

The proposed tower meets the structure setback requirements of the B-1 District and is set back from adjacent residential property a distance equal to or greater than the height of the tower as required by Section A-910. Section A-910.1(4)(d) requires that the tower be surrounded by a minimum 10’ wide landscape strip, but allows for an alternative of a minimum 6’ high decorative fence or wall. The applicant is requesting approval to install a 6’ high decorative metal fence similar to the fence around the existing tower.

**COMPREHENSIVE PLAN, LAND USE AND ZONING:**

The site is designated as Neighborhood Village Land Use on the EnVision Kirkwood 2035 Future Land Use Map. Wireless communication antenna and support structure are permitted in all districts according but subject to the regulations in Section A-910 of the Zoning Code.

Surrounding land uses and zoning include the following:

To the north: There are various properties zoned R-3 with single-family residential uses.

To the south: The Edna Avenue, Big Bend Boulevard, and BNSF railroad rights-of-way are located directly adjacent to the site.

To the east: Across Repetto Drive and Old Big Bend Road, there are properties zoned both R-3 and R-5 with single-family and multi-family residential uses.

To the west: There is one single-family home zoned R-3 followed by the Edna Avenue and I-270 rights-of-way.

**DEPARTMENTAL/AGENCY COMMENTS:**

Forester: The existing tree near the southeast corner of the building should be preserved and protected with proper tree protection fence during construction.

**DISCUSSION:**

Zoning Matters signs were placed on the property on December 28, 2018. The request was introduced at the Planning & Zoning Commission meeting on January 2, 2019. An on-site subcommittee meeting was subsequently held on January 9, 2019. A list of attendees of the subcommittee meeting can be seen in Exhibit B. At the subcommittee meeting, the following items were discussed:

1. All ground equipment will continue to be located in the current fenced enclosure on the west side of the building. It is possible that some of the ground/building mounted equipment would be reduced with the increased ability to have equipment on the new pole.
2. The subcommittee was in favor of the proposed decorative metal fence to enclose the new tower.
3. The subcommittee was in favor of allowing 120 days for the existing tower to be demolished after the new tower is installed.
4. The new tower will have a slightly larger lease area, but there is still adequate parking on-site for the existing business per the Zoning Code regulations.

***RECOMMENDATION:***

The Subcommittee recommends that this application be **approved** with the following conditions:

1. The project shall be constructed and maintained in accordance with the plans referenced in the Drawing Submitted portion of this report, except as noted herein.
2. A performance guarantee in the amount of $10,000.00 shall be submitted to the City of Kirkwood prior to the issuance of any permit.
3. An administrative fee in the amount of $1,000.00 shall be submitted before acceptance of the performance guarantee by the City. The fee supports site inspection and project administration costs.
4. The tower shall be surrounded by a minimum 6’ high decorative metal fence.
5. The existing tower shall be fully removed and the site restored within 120 days of the finalized installation of the new tower.
6. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

James Diel Greg Frick

Commissioner Drewel made a motion and seconded by Commissioner Frick to approve application PZ-18-19 for a site plan approval submitted by Crown Castle to construct a monopole tower at 12309 Old Big Bend Road in accordance with the recommendations in the Subcommittee Report. There being no discussion, the motion was unanimously approved.

**4. PZ-19-19 SITE PLAN REVIEW, KIRKWORK BUILDING – 10727-10741**

 **BIG BEND ROAD AND 126 PROSPECT AVE**

Submitted: 12-14-18

Petitioner’s Agent, Laura Neri Baebler

(Subcommittee - Commissioners Mallinckrodt and Adkins)

Michael Kelly with LNB Architects and Steve Meskill, the petitioner, were present. City PlannerJonathan Raiche stated the petitioner is proposing to consolidate five properties and construct a single-story, 14,500 square foot office building. Modifications are being requested from the Zoning Code for a reduction in front yard setback and reduction in number of parking spaces. A bicycle rack would be located on the site and the site would be landscaped above and beyond the requirement.

In accordance with Section 220.6 of the Zoning Code, Chairman Klippel asked if there was anyone in the audience who had comments concerning the site plan, and no one responded:

Commissioner Adkins read the underlined sections of the Subcommittee Report:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### JANUARY 16, 2019

***PETITION NUMBER*:** PZ-19-19

***ACTION REQUESTED*:** SITE PLAN REVIEW – KIRKWORK BUILDING

***PROPERTY OWNER*:** WEST JEFFERSON PROPERTIES, LLC

***APPLICANT*:** STEVE MESKILL, WEST JEFFERSON

 PROPERTIES LLC

***APPLICANT’S AGENT*:** LAURA NERI BAEBLER,

LNB ARCHITECTURE & INTERIORS

***PROPERTY LOCATION*:** 10727-10741 BIG BEND BLVD &

126 PROSPECT AVENUE

***ZONING*:** B-3, HIGHWAY BUSINESS DISTRICT

 ***DRAWINGS SUBMITTED:*** ENGINEERING SITE PLAN PACKET (4 SHEETS) PREPARED BY WIND ENGINEERING, STAMPED “RECEIVED JANUARY 8, 2019, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

 ARCHITECTURAL PLAN (1 SHEET) AND TREE PRESERVATION PLAN (SHEET L1.1) PREPARED BY LNB ARCHITECTURE AND INTERIORS STAMPED “RECEIVED DECEMBER 14, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

 LANDSCAPE PLAN (SHEET L1.0) PREPARED BY LNB ARCHITECTURE AND INTERIORS STAMPED “RECEIVED JANUARY 8, 2019, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

 LIGHTING PLAN PREPARED BY LIGHTING ASSOCIATES, STAMPED “RECEIVED JANUARY 8, 2019, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

**DESCRIPTION OF PROJECT**

The applicant is requesting Site Plan approval for the redevelopment of four properties on Big Bend Boulevard and one adjacent property with frontage on Prospect Avenue. The subject properties are just over 1 acre in size. The proposal is to demolish the existing structures and build a new one-story office building with 14,500 gross square feet. In addition to the building, there are 54 parking spaces proposed which surround the building on three sides and also are located on the property at 126 Prospect Avenue. The site is proposed with a one-way entrance at the eastern end and an option to exit onto Prospect or to drive around the building in a counter-clockwise direction to exit back onto Big Bend Boulevard. There is also a proposed connection to the existing parking lot at 136 Prospect Avenue; however, this separate property is not being utilized to meet any code requirement but is only being connected to help improve internal circulation between adjacent office buildings.

**COMPREHENSIVE PLAN, LAND USE AND ZONING**

The site is designated as Transition Mix Use on the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use are regional/neighborhood commercial and offices. The proposed expansion is consistent with the uses listed.

The subject property is zoned B-3, Highway Business District. The proposed use, General Office, is a permitted use in this district.

Surrounding land uses and zoning include the following:

To the north: There are various properties zoned B-3 and I-1 which are occupied by a mixture of office and light industrial uses.

To the south: Across Big Bend Blvd are various properties zoned B-5 and are part of the Kirkwood Crossing planned development.

To the east: There are other commercial uses zoned B-3.

To the west: There are additional commercial and office uses zoned B-3.

**DEPARTMENTAL/AGENCY COMMENTS**

Water: Water connection must be installed per City specs.

Engineering: 1. MSD approval required

2. St. Louis County and MoDOT approval required.

3. Location and function of entrances subject to recommendations and approval of traffic impact study.

4. Consider tightening radius at western entrance to restrict right-in movements.

5. Provide “ONE WAY” and “DO NOT ENTER” signage per MUTCD at entrance.

6. Provide ADA compliant sidewalks per St. Louis Co specifications and approval in the ROW along Big Bend. Remove and replace non-compliant sections.

7. Provide additional signage, striping or alter geometrics to deter wrong way traffic from northern lot.

8. Consider narrowing drive lane, using angle parking, restricting left-out movement to promote one way traffic on north parking lot

9. Max slope of driveway approach is 15%.

10. Design apron and grading in ROW to accommodate future ADA compliant sidewalk along Prospect.

11. No more than 1 CFS may discharge across an entrance or public sidewalk.

Forester: No Comments.

**SITE ELEMENTS ANALYSIS**

***Structure & Parking Lot***

The proposed building is located on the south side of the property and respects the required side and rear yard setbacks. The front yard setback is proposed to be even with the existing restaurant building to the east but required a modification. This is discussed further in the modification section of the report. Single-loaded, angled parking surrounds the proposed building on three sides and an additional parking area is provided on the property known as 126 Prospect Avenue. All of the proposed driving lanes are one-way and a condition has been included to ensure that the lanes are all stripped and signed appropriately. The number of parking spaces provided is 54 with 58 spaces required by Code. A modification for the number of parking spaces has been requested and is discussed in the modification section of this report. The development is required to have 1 loading space at 12’x40’ and the applicant is requesting approval that this be allowed to overlap their regular parking due to the fact that loading during office hours is not expected. This consideration is allowed by the parking requirements of the Zoning Code, but is not considered under the same justification as an official modification.

***Landscaping***

Off-site trees are indicated by the tree preservation plan as being protected. The landscape plan includes the various frontage trees required along Big Bend and Prospect Avenue including two additional frontage trees on Big Bend Boulevard. These additional trees along with the enhanced plantings offered in front of the building in the bio-retention area are one justification used for the modifications requested. The landscape plan also indicates that there is 1,575 square feet of interior open space provided which exceeds the 1,200 square feet required which is another justification submitted for the modification requested.

***Lighting***

The proposed lighting plan includes 9 pole-mounted lights and 37 under-canopy lights. The proposed lighting meets the minimum lighting levels required for parking areas and pedestrian areas while also meeting the maximum trespass levels allowed by Code.

**MODIFICATIONS**

The following table indicates the requested modifications for this project:

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Required** | **Provided** | **Difference** |
| Front Yard Setback (Big Bend) | 36.4’ | 25.3’ | 11.1’ |
| Parking Spaces | 58 | 54 | 4 |

As justification for these modifications, the applicant is providing additional trees (2 trees) and other landscaping along the Big Bend Boulevard frontage of the property. The applicant is also providing an additional 375 square feet of interior open space within the parking areas and a bicycle rack to accommodate a minimum of 5 bicycles. They are also providing multiple connections between the interior sidewalks and the sidewalk along Big Bend Boulevard to make the pedestrian connections convenient.

**DISCUSSION**

Zoning Matters signs were placed on the properties on December 28, 2018. The request was introduced at the Planning & Zoning Commission meeting on January 2, 2019. An on-site subcommittee meeting was subsequently held on January 8, 2019. A list of attendees of the subcommittee meeting can be seen in Exhibit B. At the subcommittee meeting, the following items were discussed:

1. The applicant explained the existing easement onto the adjacent property to the east for parking.
2. The adjacent properties to the west are all zoned commercial and occupied by commercial users.
3. The proposed traffic circulation pattern was discussed along with the need for proper signage.
4. The bicycle rack and additional landscaping proposed as justification for the requested modifications were described.
5. The proposed storm water sewer extension to the west corner of the site was explained.

***RECOMMENDATION***

The Subcommittee recommends that this application be **approved** with the following conditions:

1. The project shall be constructed and maintained in accordance with the plans referenced in the Drawing Submitted portion of this report, except as noted herein.
2. A revised lighting plan shall be submitted that is signed and sealed as required by Code.
3. The following modifications shall be approved:
	1. A front yard setback of 25.3’ in lieu of the 36.4’ required.
	2. 54 parking spaces in lieu of the 58 required.
4. An irrigation plan shall be provided prior to issuance of permits.
5. “One Way” and “Do Not Enter” signage and striping shall be required per MUTCD standards as advised by the Public Services Department.
6. Site plan approval from MoDOT and St. Louis County is required prior to issuance of permits.
7. Additional signage, additional striping, and/or revised entrance geometry shall be provided to deter traffic from entering from Prospect Avenue.
8. Parking lot entrances shall be 7” thick concrete and ADA compliant.
9. Adjacent public sidewalks shall be reconstructed as directed by the Public Services Department to be ADA compliant.
10. A bicycle rack accommodating a minimum of 5 bicycles shall be installed on-site.
11. A consolidation plat with easements as required by the City shall be recorded after the demolition of existing structure and prior to the issuance of a building permit.
12. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

Jim Adkins Madt Mallinckrodt

Commissioner Mallinckrodt made a motion and seconded by Commissioner Adkins to approve application PZ-19-19 for a site plan to construct an office building and associated parking on the combined properties of 10727 through 10741 Big Bend Boulevard and 126 Prospect Avenue in accordance with the recommendations in the Subcommittee Report. The motion was unanimously approved.

**5. PZ-14-19 DOWNTOWN MASTER PLAN ROUND 3 – AMEND ZONING CODE,**

 **R5 ZONING DISTRICT**

 (Subcommittee – Commissioners O’Donnell, Eagleton, Mallinckrodt & Evens)

Petitioner, City

City Planner Jonathan Raiche stated this is the third, and final, round of Zoning Code revisions being considered as a result of the Downtown Master Plan and Parking Study. The first report (a) is recommending a reduction in the side yard setback from 12 feet to 5 feet for multi-family buildings in developments within the Downtown Area Boundaries (DAB) that contain eight units or less. The second report (b) removes a requirement for a minimum dwelling unit size and a maximum number of units allowed per floor and per building in the R-5 Zoning District and reduces the lot area per unit in the DAB to 1,000 square feet. The third report (c) recommends increasing the lot coverage percentage for all buildings in the R-5 Zoning District in the DAB from 40% to 60%.

Commissioner Mallinckrodt read the underlined sections of Subcommittee Report PZ-14-19(a):

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### January 16, 2019

***PETITION NUMBER:*** PZ-14-19 (a)

***ACTION REQUESTED:*** AMENDMENTS TO CITY OF KIRKWOOD CODE OF ORDINANCES APPENDIX A: THE CITY OF KIRKWOOD ZONING CODE AS IT PERTAINS TO SIDE YARD SETBACKS IN THE R-5, MULTIPLE FAMILY DISTRICT, SPECIFICALLY SECTION A-440.7(3)(a).

***PETITIONER***: CITY INITIATED

***BACKGROUND/DESCRIPTION:***

The Planning & Zoning Commission formed a subcommittee to consider various code revision recommendations that resulted from the recent Downtown Master Plan & Parking Study that was conducted by DPZ Partners. Staff recommended that the Commission consider the code revisions in three different groupings: B-2 regulations, parking regulations, and R-5 regulations. The first two groupings were previously addressed by the Commission have substantially been passed by the City Council with minor amendments to some portions. The third grouping, R-5 regulations, includes four separate items for consideration:

1. Reduced side yard setbacks,
2. Removing the minimum required unit size and the maximum number of units per floor,
3. Increasing the maximum lot coverage, and
4. Establishing a maximum lot width.

Although four items were discussed, the subcommittee did not believe there was adequate information available to make a recommendation related to a maximum lot width in the R-5 District. The subcommittee decided to address each of the remaining three items in separate reports. Similar to the first two groupings, the subcommittee approached each of these recommendations with a goal of providing language that would facilitate the implementation of and provide consistency with the Downtown Master Plan & Parking Study.

***DISCUSSION:***

The subcommittee held a meeting on November 13, 2018. For a list of attendees at this meeting, see Exhibit A. The subcommittee considered the recommendation that the side yard setback requirement, which is currently the greater of 12’ or 50% of the proposed building height, should be reduced to 5’ for multi-family developments containing up to 6 units.

The subcommittee discussed whether reducing the side yard setback would have negative effects for storm water management. Staff provided feedback that indicated there are districts with small or no required structure setbacks currently and this does not change the fact that developers have to design to accommodate storm water management without causing harm on adjacent properties. The subcommittee also discussed the current list of encroachments that are permitted within the required setback and felt that the current encroachments were appropriate to remain with a reduced setback requirement. The last item discussed was whether the reduction should be revised to correlate to developments containing up to 8 units. The current permitted uses in the R-5 District consider “Single-family row dwellings with not more than 8 dwelling units in one building” as a separate use category than other multi-family dwellings. The subcommittee felt that it would help to be consistent with this threshold of 8-units when providing a reduced side yard setback. This was also clarified that the maximum number of units would be evaluated for the entire development rather than per building.

The benefit in providing the reduced setbacks to multi-family developments with 8-units or fewer would be to encourage the “missing-middle” housing typologies that were recommended heavily throughout the Downtown Master Plan & Parking Study. Downtown Kirkwood has many small parcels that could provide a benefit to the community as small-scale multi-family developments and providing a reduced side yard setback would allow them more opportunity.

***RECOMMENDATION:***

The Subcommittee recommends that the amendment, as detailed in Exhibit B, to Sections A-440.7(3)(a) be ***approved.***

Respectfully submitted,

Jim O’Donnell David Eagleton

Ron Evens Madt Mallinckrodt

There being no discussion, Commissioner O’Donnell made a motion to approve PZ-14-19(a) amending the Zoning Code as it pertains to side yard setbacks in the R-5 Zoning District in accordance with the recommendations in the Subcommittee Report. The motion was seconded by Commissioner Eagleton and unanimously approved.

Commissioner Eagleton read the underlined sections of Subcommittee Report PZ-14-19(b):

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### January 16, 2019

***PETITION NUMBER:*** PZ-14-19 (b)

***ACTION REQUESTED:*** AMENDMENTS TO CITY OF KIRKWOOD CODE OF ORDINANCES APPENDIX A: THE CITY OF KIRKWOOD ZONING CODE AS IT PERTAINS TO MULTI-FAMILY UNIT SIZE AND DENSITY IN THE R-5 MULTIPLE FAMILY DISTRICT AND UNIT DENSITY IN THE B-2 MIXED-USE DISTRICT, SPECIFICALLY SECTIONS A-440.2, 440.9, AND 510.5(2)(b).

***PETITIONER***: CITY INITIATED

***BACKGROUND/DESCRIPTION:***

The Planning & Zoning Commission formed a subcommittee to consider various code revision recommendations that resulted from the recent Downtown Master Plan & Parking Study that was conducted by DPZ Partners. Staff recommended that the Commission consider the code revisions in three different groupings: B-2 regulations, parking regulations, and R-5 regulations. The first two groupings were previously addressed by the Commission have substantially been passed by the City Council with minor amendments to some portions. The third grouping, R-5 regulations, includes four separate items for consideration:

1. Reduced side yard setbacks,
2. Removing the minimum required unit size and the maximum number of units per floor,
3. Increasing the maximum lot coverage, and
4. Establishing a maximum lot width.

Although four items were discussed, the subcommittee did not believe there was adequate information available to make a recommendation related to a maximum lot width in the R-5 District. The subcommittee decided to address each of the remaining three items in separate reports. Similar to the first two groupings, the subcommittee approached each of these recommendations with a goal of providing language that would facilitate the implementation of and provide consistency with the Downtown Master Plan & Parking Study.

***DISCUSSION:***

The subcommittee held a meeting on November 13, 2018. For a list of attendees at this meeting, see Exhibit A. The subcommittee considered the following recommendations under this topic:

1. Remove the requirement in Section 440.2(6) dictating a maximum number of units per story,
2. Remove a minimum floor area requirements in Section 440.9, and
3. Revise the requirement that 3,000 square feet of lot area be provided per dwelling unit.

The subcommittee agreed with the recommendations of the Downtown Master Plan and with the logic that the current regulations would provide and unnecessarily over-regulate the multi-family district, which has resulted in a relatively low amount of multi-family development in Kirkwood in recent years. The subcommittee supports removing the requirements mentioned in numbers 1 and 2 in the preceding paragraph. The minimum lot area was discussed and was compared to the B-2 Mixed-use Development requirement of 1,200 square feet of lot area per dwelling unit. The subcommittee ultimately decided to recommend that the R-5 and B-2 minimum lot areas both be changed to 1,000 square feet per dwelling unit for multi-family and row dwelling developments located within the Downtown Master Plan Study Area to encourage density with flexibility in an effort to implement the vision of the Downtown Mater Plan and Parking Study.

***RECOMMENDATION:***

The Subcommittee recommends that the amendments, as detailed in Exhibit B, to Sections A-440.2, 440.9, and 510.5(2)(b) be ***approved.***

Respectfully submitted,

Jim O’Donnell David Eagleton

Ron Evens Madt Mallinckrodt

Commissioner O’Donnell made a motion and seconded by Commissioner Eagleton to approve PZ-14-19(b) amending the Zoning Code as it pertains to multi-family unit size and density in the R-5 Zoning District in accordance with the recommendations in the Subcommittee Report. There being no discussion, the motion was unanimously approved.

Commissioner Evens read the underlined sections of Subcommittee Report PZ-14-19(c):

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### January 16, 2019

***PETITION NUMBER:*** PZ-14-19 (c)

***ACTION REQUESTED:*** AMENDMENTS TO CITY OF KIRKWOOD CODE OF ORDINANCES APPENDIX A: THE CITY OF KIRKWOOD ZONING CODE AS IT PERTAINS TO MAXIMUM LOT COVERAGE IN THE R-5, MULTIPLE FAMILY DISTRICT, SPECIFICALLY SECTION A-440.8.

***PETITIONER***: CITY INITIATED

***BACKGROUND/DESCRIPTION:***

The Planning & Zoning Commission formed a subcommittee to consider various code revision recommendations that resulted from the recent Downtown Master Plan & Parking Study that was conducted by DPZ Partners. Staff recommended that the Commission consider the code revisions in three different groupings: B-2 regulations, parking regulations, and R-5 regulations. The first two groupings were previously addressed by the Commission have substantially been passed by the City Council with minor amendments to some portions. The third grouping, R-5 regulations, includes four separate items for consideration:

1. Reduced side yard setbacks,
2. Removing the minimum required unit size and the maximum number of units per floor,
3. Increasing the maximum lot coverage, and
4. Establishing a maximum lot width.

Although four items were discussed, the subcommittee did not believe there was adequate information available to make a recommendation related to a maximum lot width in the R-5 District. The subcommittee decided to address each of the remaining three items in separate reports. Similar to the first two groupings, the subcommittee approached each of these recommendations with a goal of providing language that would facilitate the implementation of and provide consistency with the Downtown Master Plan & Parking Study.

***DISCUSSION:***

The subcommittee held a meeting on November 13, 2018. For a list of attendees at this meeting, see Exhibit A. The subcommittee considered the recommendation from the Downtown Master Plan & Parking Study to increase the maximum lot coverage in the R-5 District. The study concluded that the current 40% maximum lot coverage would preclude many of the desirable “missing middle” housing types from being developed especially on the smaller infill lots throughout Downtown. The study suggested 50% or 60% as alternatives and staff provided the following additional information for comparison. Single-family development is currently permitted between 25-30% lot coverage and other commercial development does not have a maximum lot coverage requirement.

After discussing the comparisons with other districts, the subcommittee decided that the 40% maximum lot coverage requirement should remain for R-5 zoned properties outside of the Downtown area, but should be increased to a maximum of 60% when located within the Downtown Master Plan Study Area. Language to this effect has been drafted and is attached in Exhibit B.

***RECOMMENDATION:***

The Subcommittee recommends that the amendment, as detailed in Exhibit B, to Sections A-440.8 be ***approved.***

Respectfully submitted,

Jim O’Donnell David Eagleton

Ron Evens Madt Mallinckrodt

Commissioner Mallinckrodt made a motion and seconded by Commissioner O’Donnell to approve PZ-14-19(c) amending the Zoning Code as it pertains to maximum lot coverage in the R-5 Zoning District in accordance with the recommendations in the Subcommittee Report. There being no discussion, the motion was unanimously approved.

**6. KIRKWOOD ENVISION 2035 - ANNUAL UPDATE**

City Planner Jonathan Raiche presented the 2018 Annual Update of the Kirkwood Envision 2035 comprehensive plan. Of the 18 Goals and 52 Objectives, progress has been made on 16 of the Goals and 30 of the Objectives. Noteworthy areas of progress include: (1) Completion of the Downtown Master Plan and partial implementation of recommendations; (2) Completion of a downtown area parking study; (3) Major capital projects have been completed and are ongoing with Electric and Water Departments; (4) Adoption of infill storm water management ordinance; (5) Construction of traffic calming and bicycle facilities throughout the City; (6) Adoption of tree preservation ordinance; and (7) Groundbreaking of the Performing Arts Center.

7. Commissioner O’Donnell suggested the City Planner provide updates at Planning and Zoning Commission meetings of action taken at City Council meetings.

There being no further business, the meeting adjourned at 8:22 p.m. The next regular meeting will be held on February 6, 2019, at 7 p.m. in the Council Chambers at Kirkwood City Hall.

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 Allen Klippel, Chair

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 Wanda Drewel, Secretary/Treasurer

Upon request, these minutes can be made available within three working days in an alternate format, such as CD, by calling 314-822-5822. Minutes can also be downloaded from the City’s website at [www.kirkwoodmo.org](http://www.kirkwoodmo.org), then click on City Clerk, Boards & Commissions, Planning & Zoning Commission.