

**CITY OF KIRKWOOD**

**PLANNING AND ZONING COMMISSION**

**DECEMBER 5, 2018**

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

Allen Klippel, Chairman Kathy Oughton, Secretary/Treasurer

Jim O’Donnell, Vice Chairman

James Diel

Madt Mallinckrodt

David Eagleton

Jim Adkins

Ron Evens

Wanda Drewel

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, December 5, 2018, in the City Hall Council Chambers at 139 South Kirkwood Road. City Attorney John Hessel, City Planner Jonathan Raiche, and Administrative Assistant Patti Dodel also attended the meeting.

**1.** Chairman Klippel called the meeting to order at 7:00 p.m. and informed the audience of the Speaker Cards and procedures for making comments regarding items on the agenda. He announced that Commissioner Oughton was absent and her absence was excused.

1. **PZ-13-19 PRELIMINARY COMMUNITY UNIT PLAN, TYPE A – EMMERSON**

**ESTATES, BOAZ-EMMERSON-LILY**

Submitted: 11-9-18

Petitioner’s Agent, Grant Stecher

Chairman Klippel recessed the meeting for the purpose of conducting a public hearing regarding a Community Unit Plan Type A for an eight-lot subdivision at 2040 Boaz Avenue and 2017 Lily Avenue. City Attorney Hessel entered the following exhibits into the record: an Affidavit of Publication in the St. Louis Countian on November 16, 2018, as Exhibit 1; an Affidavit of Publication in the Webster-Kirkwood Times on November 30, 2018 as Exhibit 2, a list of property owners who were sent notice of the public hearing, as Exhibit 3; map showing property owners within 300 feet as Exhibit 4; Application submitted by the petitioner on November 9, 2018, as Exhibit 5; plans and other documents submitted on November 9, 2018, as Exhibit 6; Letter from City Planner Jonathan Raiche to Wind Engineering Company dated November 19, 2018, as Exhibit 7, and City of Kirkwood Code of Ordinances as Exhibit 8.

City Planner Jonathan Raiche stated the City Council rezoned the property from R1 to R3 and approved the preliminary plat in September 2016 and the Planning and Zoning Commission recommended approval of the final plat in June 2017 with conditions. The petitioner was unable to submit the necessary documents for the City Council to approve the final plat and withdrew his project to consolidate the parcel into one lot in order to construct one house on Lot 4. The property was acquired by the current applicant, who has submitted a plan consistent with the preliminary plan. A boundary adjustment between proposed Lots 1, 2, and 3 with 421 Emmerson Avenue is being accomplished.

Dan Wind of Wind Engineering stated the applicant desires to re-activate the prior approval with the same plan.

Jane Ann Forney, 421 Emmerson Avenue, stated she is the architect for the house under construction on proposed Lot 4 and submitted plans to be reviewed on proposed Lot 6. The trees and debris that were illegally dumped on the property have been cleaned up.

Chairman Klippel asked if there were any questions or comments from the audience, and the following responded:

Rob Forney, 421 Emmerson, spoke in favor of the project.

There being no further discussion, Chairman Klippel closed the public hearing and appointed Commissioner Eagleton and himself to the subcommittee. The subcommittee scheduled a meeting at the site for December 7 at 8 a.m.

**3.** Motion was made by Commissioner O’Donnell and seconded by Commissioner Drewel to approve the minutes as written for the November 7, 2018, meeting. The motion was unanimously approved by the eight members present (Commissioner Oughton was absent).

1. **PZ-10-19 PRELIMINARY B4 DEVELOPMENT PLAN, ZONING CODE**

**AMENDMENTS, SPECIAL USE PERMITS - EZ STORAGE,**

**10461 MANCHESTER ROAD**

Submitted: 9-14-18 Public Hearing:10-17 Automatic Recommendation: 12-16-18

Petitioner’s Agent, Robert Klahr

(Subcommittee – Commissioners Klippel, Diel, and Adkins)

Chairman Klippel stated the project is comprised of four parts: (a) amendments to the Zoning Code; (b) a B4 Development Plan; (c) a special use permit for a self-storage use and (d) a special use permit for vehicle storage on the site. He encouraged all to review the “Purpose” clause of the B4 Zoning District for the Zoning Code Amendments and the Corridor Commercial Module Kirkwood Envision 2035 Plan relating to the B4 Development Plan.

City Planner Jonathan Raiche stated the property was rezoned from R3 and B3 to B4 for the Shop ‘n Save development.

The proposed self-storage facility would have a secured-access drive-through entrance and exit, all loading and unloading would take place inside the building, hours of operation would be from 7 a.m. to 10 p.m., and an on-site residence for the manager of the self-storage operations.

A maximum of 270 parking spaces would be available behind the building to be used by an automobile dealership for sales inventory with hours of operation from 8 a.m. to 6 p.m. Monday through Saturday.

Robert Klahr of Armstrong Teasdale stated Steve Nolan had no objection to the conditions in the subcommittee reports.

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 the following responded:

Jeremy Whitt, Vice President and General Counsel for Audi Kirkwood at 10230 Manchester Road, stated the Audi dealership has been in business for 50 years and they hope to store vehicles on the back lot.

Laura Lasater, 1037 Simmons, believes a storage facility should not be located on Manchester Road and very little tax money will be gained by Kirkwood.

Mark Kornfeld, represents St. Agnes Home at 10341 Manchester Road, supports the redevelopment of the property.

Commissioner Adkins read the underlined sections of Subcommittee Report (a) regarding amendments to the Zoning Code pertaining to the addition of a new Special Use category for Self Storage:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### DECEMBER 5, 2018

***PETITION NUMBER*:** PZ-10-19 (a)

***ACTION REQUESTED*:** AMENDMENTS TO CITY OF KIRKWOOD CODE OF ORDINANCES APPENDIX A: THE CITY OF KIRKWOOD ZONING CODE AS IT PERTAINS TO THE ADDITION OF A NEW SPECIAL USE CATEGORY (SELF-STORAGE – FULLY ENCLOSED, DRIVE THROUGH) IN THE B-4 DISTRCIT AND TO THE DEFINITION AND PARKING SECTIONS ACCORDINGLY, SPECIFICALLY SECTIONS 530.3, 140.1, AND 1000.4

***PROPERTY OWNER*:** SUPERVALU HOLDINGS INC. / SHOP ‘N SAVE PROP. LLC

***APPLICANT*:** NOLAN REAL ESTATE INTERESTS, LLC

***APPLICANT’S AGENT*:** ROBERT KLAHR, ARMSTRONG TEASDALE LLP

***PROPERTY LOCATION*:** 10461 MANCHESTER ROAD

***ZONING*:** B-4, PLANNED COMMERCIAL DISTRICT

***BACKGROUND/DESCRIPTION:***

The applicant has submitted a multi-part application which includes the following items: 1) multiple text amendments to the Zoning Code to allow for a new Special Use category in the B-4 district, 2) a Development Plan for the approximately 8.6 acre site located at 10461 Manchester Road, 3) a Special Use Permit for the new category of “Self-storage; fully enclosed, drive through”, and 4) a Special Use Permit for storage of vehicle inventory related to a franchise motor vehicle dealer. These items will be addressed in separate subcommittee reports; however, they are intricately linked to each other. This report will address the first request for multiple text amendments to the Zoning Code to allow for a new Special Use category in the B-4 district.

The requested text amendments include adding “Self-storage; fully-enclosed, drive through” as a Special Use in the B-4 District, defining said use category, and including a parking ratio for said use category. The applicant has proposed the following language to define this use category:

**Self-storage; fully-enclosed, drive-through -** A building having: (i) a minimum of 120,000 square feet; (ii) secured-access drive-through entrance and exit; (iii) all loading and unloading to take place inside of the building; (iv) hours of operation limited to 7:00 a.m. to 10:00 p.m. daily; and (v) an on-site residence for the manager of the self-storage operations. Said building shall be constructed on a minimum five (5) acre planned development that incorporates at least 4,500 square feet of additional permitted and/or special permitted use(s) within the B-4 Planned Commercial District, with access only on a major arterial road with no direct access to residential streets.

The applicant has proposed the following as a minimum required parking ratio for said use category:

One (1) space per thirteen thousand (13,000) square feet of gross building area, which may be located on either the interior or exterior of the building, and a minimum of two (2) additional dedicated spaces located on the exterior of the building.

***STAFF COMMENTS:***

After review of the proposed language, Staff recommends that the following items be considered:

1. Remove hours of operation from the proposed definition and include as a condition in the Self-storage Special Use Permit.
2. The definition should include a description of the activity proposed to occur on-site. As an example, this could be a clause stating “a building or group of buildings divided into separate compartments used to meet the storage needs of individuals or small businesses”.

The Planning & Zoning Commission should consider each clause of the proposed definition carefully and decide if they are comfortable with these conditions being applied to any potential future self-storage business within the City of Kirkwood.

***DISCUSSION:***

Subcommittee meetings were held on October 23rd and November 5th, 2018 (See Exhibit A for a list of attendees). The subcommittee discussed and agreed with Staff’s initial recommendations listed previously in this report. The subcommittee also discussed the following related items related specifically to the proposed text amendments:

1. Definition should prohibit direct, exterior access to individual storage units.
2. Definition should include a minimum structure setback for storage buildings of 300 feet from public right-of-way directly adjacent to the subject site.

***RECOMMENDATION:***

The Subcommittee recommends that the following amendments to the Zoning Code be ***approved:***

1. Section A-140 be amended to include a new definition as follows:

**Self-storage; fully-enclosed, drive-through -** A building or group of buildings divided into separate compartments used to meet the storage needs of individuals or small businesses. Said building(s) shall have: (i) a minimum of 120,000 square feet; (ii) secured-access drive-through entrance and exit; (iii) all loading and unloading to take place inside of the building; (iv) no direct, exterior access to individual storage units; (v) a minimum structure setback from public right-of-way directly adjacent to the subject site of 300 feet; and (vi) an on-site residence for the manager of the self-storage operations. Said building shall be constructed on a minimum five (5) acre planned development that incorporates at least 4,500 square feet of additional permitted and/or special permitted use(s) within the B-4 Planned Commercial District, with access only on a major arterial road with no direct access to residential Streets.

1. Section A-530.3 be amended to include a new Special Use category for “Self-storage; fully-enclosed, drive-through (five acres)”.
2. Section A-1000.4 be amended to include a new category and requirement into “Table 1000-1, Parking Requirements” as follows:

**Self-storage; fully-enclosed, drive-through -** One (1) space per thirteen thousand (13,000) square feet of gross building area, which may be located on either the interior or exterior of the building, and a minimum of two (2) additional dedicated spaces located on the exterior of the building.

Respectfully submitted,

Jim Adkins James Diel Allen Klippel

Commissioner Adkins made a motion and seconded by Commissioner Diel to approve PZ-10-19(a) in accordance with the recommendations in the Subcommittee Report. After discussion, the motion failed 4 to 4 with Commissioners Adkins, O’Donnell, Mallinckrodt, and Diel in favor and Commissioners Evens, Eagleton, Klippel, and Drewel opposed.

Commissioner Diel read the underlined sections of Subcommittee Report (b) approving the B4 Development Plan with conditions:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### DECEMBER 5, 2018

***PETITION NUMBER*:** PZ-10-19 (b)

***ACTION REQUESTED*:** B-4 DEVELOPMENT PLAN REVIEW

***PROPERTY OWNER*:** SUPERVALU HOLDINGS INC. / SHOP ‘N SAVE PROP. LLC

***APPLICANT*:** NOLAN REAL ESTATE INTERESTS, LLC

***APPLICANT’S AGENT*:** ROBERT KLAHR, ARMSTRONG TEASDALE LLP

***PROPERTY LOCATION*:** 10461 MANCHESTER ROAD

***ZONING*:** B-4, PLANNED COMMERCIAL DISTRICT

***DRAWINGS SUBMITTED:*** PRELIMINARY DEVELOPMENT PLAN AND INTERIM DEVELOPMENT PLAN PREPARED BY THE STERLING CO. STAMPED “RECEIVED OCTORBER 16, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

***BACKGROUND/DESCRIPTION:***

The applicant has submitted a multi-part application which includes the following items: 1) multiple text amendments to the Zoning Code to allow for a new Special Use category in the B-4 district, 2) a Development Plan for the approximately 8.6 acre site located at 10461 Manchester Road, 3) a Special Use Permit for the new category of “Self-storage; fully enclosed, drive through”, and 4) a Special Use Permit for storage of vehicle inventory related to a franchise motor vehicle dealer. These items will be addressed in separate subcommittee reports; however, they are intricately linked to each other. This report will address the request for review of a proposed Development Plan in the B-4 district.

The Development Plan process in the B-4 District regulations requires that the developer of a planned commercial district submit a preliminary plan that includes a limited amount of minimum information. More specific Final Site Plans are then required as a separate part of the process before future buildings could be developed. This proposed development plan includes subdividing the existing 8.6 acre tract of land into 4 separate lots.

Lots A and B are the proposed frontage lots along Manchester Road that would contain one commercial building on each lot. Lot A is proposed for a multi-tenant building of approximately 12,000 sf and Lot B is proposed for a single-user building of approximately 2,700 sf.

Lot C is the middle 3.1 acres of the site which includes the existing Shop ‘N Save building of approximately 123,000 sf that would be converted for the proposed EZ Storage operations. This conversion includes the removal of the exiting loading docks, exterior building improvements, an interior office and manager’s apartment area for EZ Storage, and four separate commercial tenant spaces to be leased to other businesses. If the proposed Zoning Code text amendments are approved, this portion of the request will require a separate Special Use Permit that will be addressed in another report.

Lot D is the 2.8 acre back parking lot of the existing site and is proposed to have the parking lot reconstructed for the storage of motor vehicle sales inventory storage. This portion of the Development Plan will also require a separate Special Use Permit that will be addressed in another report.

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

The site is designated as Corridor Commercial Use on the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use include regional/neighborhood commercial. The proposed development is a mixed-use development that includes traditional commercial spaces and the new proposed use of “self-storage; fully-enclosed, drive-through”.

The subject property is zoned B-4, Planned Commercial District. As previously mentioned, the self-storage use and motor vehicle sales storage both require Special Use Permits.

Surrounding land uses and zoning include the following:

To the north: Single-family residential (Warson Woods & Huntleigh) and a portion of St. Agnes Home retirement center.

To the south: Various commercial developments across Manchester Road zoned B-3.

To the east: St. Agnes Home development including a convent, chapel, assisted living, and child care center zoned B-3 and R-3.

To the west: Single-family homes in the Huntleigh Hills Subdivision zoned R-4.

**DEPARTMENTAL/AGENCY COMMENTS:**

Water: Any domestic water service and associated appurtenances for this development shall comply with the City of Kirkwood Service Line Specifications.

Engineering & MoDOT:

1. MSD approval required prior to permit approval.

2. Conduct a traffic study to determine appropriate signal timing for traffic generation by Lots C & D. Lots A & B will require a similar study when the lots develop. Coordinate traffic study scoping meeting with MoDOT and the City of Kirkwood staff.

3. Provide all required easements and additional right-of-way required for the Route 100 project. Permanent easements/ROW to be provided on recorded development plan. TCE or TSCL shall be executed on separate indentures. Coordinate design with MoDOT and TWM, Nick Correnti 314.241.6300.

4. Consider a raised crosswalk for pedestrians crossing the main access road.

5. Consider 5’ wide sidewalks for pedestrian comfort.

6. Provide interim preliminary improvement/phasing plan for the development of Lots C&D.

7. Provide storm water details including pre- and post-development drainage area maps.

8. Record access easement prior to permit approval for the development of Lots C&D.

Forester: No Comments.

Electric: No Comments.

Building & Fire:

1. Fire flow test is required.

2. Proper Fire Department accessibility is required.

**SITE ELEMENTS ANALYSIS:**

***Site Access & Traffic Management & Setbacks***

The applicant proposes to use the existing signalized intersection for the new development. MoDOT and City Staff have provided comments that a limited traffic analysis must be completed to ensure that the signal timing at this intersection is adjusted properly. The internal drive is proposed at a serpentine-style layout going from the middle of the site at Manchester Road to the Eastern property line. A cross access easement will be required to ensure legal access to all proposed lots.

The existing and proposed structures all meet the required side and rear setback for 25’ and the required front yard setback of 40’.

***Buffer Areas, Landscaping, & Lighting***

The Development Plan process does not require detailed landscape plans as those are required during the Final Site Plan and/or Special Use Permit stages as necessary. The Development Plan does require; however, that buffer areas be indicated on the plan and that they meet the minimum width requirements in the B-4 District. Between the side/rear property lines and surface parking areas, a minimum 6’ wide buffer is required and has been provided. Between the front property line and surface parking areas a minimum 15’ wide buffer is required and has been provided.

***DISCUSSION:***

Subcommittee meetings were held on October 23rd and November 5th, 2018 (See Exhibit A for a list of attendees). In regards to the B-4 Development Plan, the subcommittee discussed the desire to include conditions that address the following items:

1. That the existing fences along the west, north, and east property lines shall remain with provision to be replaced with similar as needed.
2. As proposed on the plan, vehicular access into the existing building would be restricted to the south and east sides of the building to isolate this activity from the adjacent residences.

***RECOMMENDATION:***

The Subcommittee recommends that the proposed Development Plan be ***approved*** subject to the following conditions***:***

1. Future Final Site Plans shall be consistent with the Development Plan stamped “Received October 16, 2018, City of Kirkwood Public Works Department”.
2. The operation of self-storage on Lot C and motor vehicle sales inventory storage on Lot D require separate Special Use Permits.
3. The proposed commercial development of Lots A and B shall require Final Site Plans to be submitted according to the requirements of the B-4 District.
4. Parking requirements for unidentified users on Lots A, B, and C shall be assessed when businesses apply for either Final Site Plan or Occupancy/Building Permit for said lots.
5. The existing fences along the west, north, and east property lines shall remain. Any replacement of said fences shall be made with fencing of a similar style and size.
6. Vehicular access into the existing building on Lot C shall be restricted to the south and east sides of the building.
7. MSD approval is required prior to issuance of permits.
8. A traffic study to determine appropriate signal timing for traffic generation by Lots C & D is required. Lots A & B will require a similar study when the lots develop. Said traffic study scoping shall be coordinated with MoDOT and the City of Kirkwood staff.
9. All easements and additional right-of-way required for the Route 100 project shall be provided. Permanent easements/ROW shall be recorded. TCE or TSCL shall be executed on separate indentures.
10. An access easement shall be recorded prior to subdivision to ensure legal access to all proposed lots.
11. The water system shall meet the requirements of the Kirkwood Fire and Water Departments. The Fire Department shall approve the water flow for the project. If satisfactory water flow is not available from the existing water system in accordance with City policy, the applicant shall install the necessary mains and accessories.
12. Proper accessibility for the Fire Department is required as directed by the Kirkwood Fire Department.

Respectfully submitted,

Jim Adkins James Diel Allen Klippel

Commissioner Adkins made a motion and seconded by Commissioner Diel to approve PZ-10-19(b) in accordance with the recommendations in the Subcommittee Report. The motion failed 4 to 4 with Commissioners Adkins, O’Donnell, Mallinckrodt, and Diel in favor and Commissioners Evens, Eagleton, Klippel, and Drewel opposed.

Chairman Klippel read the underlined sections of Subcommittee Report (c) approving the Special Use Permit with conditions for a fully-enclosed self storage facility:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### DECEMBER 5, 2018

***PETITION NUMBER*:** PZ-10-19 (c)

***ACTION REQUESTED*:** SPECIAL USE PERMIT (SELF-STORAGE; FULLY-ENCLOSED, DRIVE-THROUGH)

***PROPERTY OWNER*:** SUPERVALU HOLDINGS INC. / SHOP ‘N SAVE PROP. LLC

***APPLICANT*:** NOLAN REAL ESTATE INTERESTS, LLC

***APPLICANT’S AGENT*:** ROBERT KLAHR, ARMSTRONG TEASDALE LLP

***PROPERTY LOCATION*:** 10461 MANCHESTER ROAD

***ZONING*:** B-4, PLANNED COMMERCIAL DISTRICT

***DRAWINGS SUBMITTED:*** PRELIMINARY DEVELOPMENT PLAN AND INTERIM DEVELOPMENT PLAN PREPARED BY THE STERLING CO. STAMPED “RECEIVED OCTOBER 16, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

TREE STUDY, TREE PRESERVATION PLAN PREPARED BY LOOMIS ASSOCIATES STAMPED “RECEIVED SEPTEMBER 28, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

LANDSCAPE PLAN PREPARED BY LOOMIS ASSOCIATES STAMPED “RECEIVED OCTOBER 31, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

LIGHTING PLAN PREPARED BY VISUAL STAMPED “RECEIVED NOVEMBER 14, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

***BACKGROUND/DESCRIPTION:***

The applicant has submitted a multi-part application which includes the following items: 1) multiple text amendments to the Zoning Code to allow for a new Special Use category in the B-4 district, 2) a Development Plan for the approximately 8.6 acre site located at 10461 Manchester Road, 3) a Special Use Permit for the new category of “Self-storage; fully enclosed, drive through”, and 4) a Special Use Permit for storage of vehicle inventory related to a franchise motor vehicle dealer. These items will be addressed in separate subcommittee reports; however, they are intricately linked to each other. This report will address the request for a Special Use Permit for a “Self-storage; fully-enclosed, drive-through” business on Lot C of the proposed development.

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

The site is designated as Corridor Commercial Use on the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use include regional/neighborhood commercial. The proposed development is a multi-use development that includes traditional commercial spaces and the new proposed use of “self-storage; fully-enclosed, drive-through”.

The subject property is zoned B-4, Planned Commercial District. The self-storage use and motor vehicle sales storage both require Special Use Permits.

Surrounding land uses and zoning include the following:

To the north: Single-family residential (Warson Woods & Huntleigh) and a portion of St. Agnes Home retirement center.

To the south: Various commercial developments across Manchester Road zoned B-3.

To the east: St. Agnes Home development including a convent, chapel, assisted living, and child care center zoned B-3 and R-3.

To the west: Single-family homes in the Huntleigh Hills Subdivision zoned R-4.

**DEPARTMENTAL/AGENCY COMMENTS:**

Water: Any domestic water service and associated appurtenances for this development shall comply with the City of Kirkwood Service Line Specifications.

Engineering & MoDOT:

1. MSD approval required prior to permit approval

2. Conduct a traffic study to determine appropriate signal timing for traffic generation by Lots C & D. Lots A & B will require a similar study when the lots develop. Coordinate traffic study scoping meeting with MoDOT and the City of Kirkwood staff.

3. Provide all required easements and additional right-of-way required for the Route 100 project. Permanent easements/ROW to be provided on recorded development plan. TCE or TSCL shall be executed on separate indentures. Coordinate design with MoDOT and TWM, Nick Correnti 314.241.6300.

4. Consider a raised crosswalk for pedestrians crossing the main access road.

5. Consider 5’ wide sidewalks for pedestrian comfort.

6. Provide interim preliminary improvement/phasing plan for the development of Lots C&D.

7. Provide storm water details including pre and post development drainage area maps.

8. Record access easement prior to permit approval for the development of Lots C&D.

Forester: No Comments.

Electric: An electrical distribution plan is required to be submitted and approved prior to issuance of permits.

Building & Fire:

No Comments

**SITE ELEMENTS ANALYSIS:**

***Site Access & Traffic Management & Setbacks***

The applicant proposes to use the existing signalized intersection for the new development. MoDOT and City Staff have provided comments that a limited traffic analysis must be completed to ensure that the signal timing at this intersection is adjusted properly. The internal drive is proposed at a serpentine-style layout going from the middle of the site at Manchester Road to the Eastern property line. A cross access easement will be required to ensure legal access to all proposed lots.

In addition to the overall development access, the existing building is proposed to include a one-way drive-through entrance into the building on the south side of the building and a one-way drive-through exit on the east side of the building. Ten interior parking spaces are provided along the internal building drive and two exterior parking spaces will be dedicated to the EZ Storage operations.

The existing and proposed structures all meet the required side and rear setback for 25’ and the required front yard setback of 40’.

***Interim Development Plan***

Because the applicant is requesting Special Use Permits for Lots C and D, Staff has evaluated and required the information for these two lots so that the plans may be considered Final Site Plans associated with the Special Use Permits. Part of this requirement was to provide an Interim Development Plan to indicate how the site will function before Lots A and B develop. The general proposal is that the site will primarily function as it does today until Lots A and B develop.

***Landscaping***

A landscape plan has been provided which includes required plantings between the parking area/drive area and the eastern property line. There is a combination of canopy trees and understory trees proposed in this area. The reconstructed 10-space parking lot to the east of the existing building is included on the landscape plan; however, this landscaping will not be installed until a time when the parking lot is reconstructed. The Interim Development Plan indicates that the existing parking lot in this area will be utilized in the interim.

***Lighting***

The applicant has provided a site lighting plan for the pedestrian circulation areas on Lot C and the proposed reconstructed parking lot. As mentioned with the landscaping plan, the 10-space parking lot will have new lighting installed at a time when it is reconstructed but will operate in its existing form in the interim. The proposed lighting plan is a combined plan for Lots C and D and it indicates that all minimum and maximum lighting levels are achieved in accordance with the Zoning Code.

***DISCUSSION:***

Subcommittee meetings were held on October 23rd and November 5th, 2018 (See Exhibit A for a list of attendees). In regards to the SUP for Self-storage, the subcommittee discussed the desire move the proposed hours of operation from the definition to a condition of the Special Use Permit.

***RECOMMENDATION:***

The Subcommittee recommends that the proposed Special Use Permit be ***approved*** subject to the following conditions***:***

1. The Development Plan and Interim Development Plan stamped “Received October 16, 2018, City of Kirkwood Public Works Department”; the Tree Study, and Tree Preservation Plans stamped “Received September 28, 2018 City of Kirkwood Public Works Department”; and the Landscape Plan stamped “Received October 31, 2018 City of Kirkwood Public Works Department” shall be considered the Final Site Plan for Lot C.
2. Vehicular access into the existing building on Lot C shall be restricted to the south and east sides of the building.
3. Hours of operation shall be limited to 7:00 am until 10:00 pm daily.
4. Parking requirements for the unidentified users in the tenant spaces of the existing building shall be assessed when businesses apply for Occupancy/Building Permit.
5. A traffic study to determine appropriate signal timing for traffic generation is required. Said traffic study scoping shall be coordinated with MoDOT and the City of Kirkwood staff.
6. All easements and additional right-of-way required for the Route 100 project shall be provided. Permanent easements/ROW shall be recorded. TCE or TSCL shall be executed on separate indentures.
7. Landscaping indicated on the proposed Landscape Plan near the proposed reconstructed 10-space parking lot shall be installed if and when the lot is reconstructed. Landscaping along the eastern property line on the proposed Landscape Plan shall be installed prior to issuance of final occupancy related to this Special Use Permit.
8. Lighting shall be installed according to the Lighting Plan stamped “Received November 14, 2018, City of Kirkwood Public Works Department”.
9. An electrical distribution plan is required to be submitted and approved prior to issuance of permits.
10. Permits and inspections for the proposed property manager’s residential unit shall meet the City’s Building Code and Section A-1100 of the Zoning Code.
11. The applicant shall comply with all standard conditions as listed in Exhibit B.

Respectfully submitted,

Jim Adkins James Diel Allen Klippel

Commissioner Adkins made a motion and seconded by Commissioner Diel to approve PZ-10-19(c) in accordance with the recommendations in the Subcommittee Report. The motion failed 4 to 4 with Commissioners Adkins, O’Donnell, Mallinckrodt, and Diel in favor and Commissioners Evens, Eagleton, Klippel, and Drewel opposed.

Chairman Klippel read the underlined sections of Subcommittee Report (d) approving the Special Use Permit with conditions for a vehicle storage lot for motor vehicle sales:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### DECEMBER 5, 2018

***PETITION NUMBER*:** PZ-10-19 (d)

***ACTION REQUESTED*:** SPECIAL USE PERMIT (STORAGE OF VEHICLES FOR MOTOR VEHICLE SALES)

***PROPERTY OWNER*:** SUPERVALU HOLDINGS INC. / SHOP ‘N SAVE PROP. LLC

***APPLICANT*:** NOLAN REAL ESTATE INTERESTS, LLC

***APPLICANT’S AGENT*:** ROBERT KLAHR, ARMSTRONG TEASDALE LLP

***PROPERTY LOCATION*:** 10461 MANCHESTER ROAD

***ZONING*:** B-4, PLANNED COMMERCIAL DISTRICT

***DRAWINGS SUBMITTED:*** PRELIMINARY DEVELOPMENT PLAN AND INTERIM DEVELOPMENT PLAN PREPARED BY THE STERLING CO. STAMPED “RECEIVED OCTOBER 16, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

TREE STUDY, TREE PRESERVATION PLAN PREPARED BY LOOMIS ASSOCIATES STAMPED “RECEIVED SEPTEMBER 28, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

LANDSCAPE PLAN PREPARED BY LOOMIS ASSOCIATES STAMPED “RECEIVED OCTOBER 31, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

LIGHTING PLAN PREPARED BY VISUAL STAMPED “RECEIVED NOVEMBER 14, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

***BACKGROUND/DESCRIPTION:***

The applicant has submitted a multi-part application which includes the following items: 1) multiple text amendments to the Zoning Code to allow for a new Special Use category in the B-4 district, 2) a Development Plan for the approximately 8.6 acre site located at 10461 Manchester Road, 3) a Special Use Permit for the new category of “Self-storage; fully enclosed, drive through”, and 4) a Special Use Permit for storage of vehicle inventory related to a franchise motor vehicle dealer. These items will be addressed in separate subcommittee reports; however, they are intricately linked to each other. This report will address the request for a Special Use Permit for storage of vehicle inventory related to a “Motor vehicle and other vehicle sales by a factory franchised dealer, provided that sales of new vehicles shall exceed the sale of used vehicles each year and no streamer lights are used” business on Lot D of the proposed development.

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

The site is designated as Corridor Commercial Use on the EnVision Kirkwood 2035 Future Land Use Map. Development types discussed in this land use include regional/neighborhood commercial. The proposed development is a mixed-use development that includes traditional commercial spaces and the new proposed use of “self-storage; fully-enclosed, drive-through”.

The subject property is zoned B-4, Planned Commercial District. The self-storage use and motor vehicle sales storage both require Special Use Permits.

Surrounding land uses and zoning include the following:

To the north: Single-family residential (Warson Woods & Huntleigh) and a portion of St. Agnes Home retirement center.

To the south: Various commercial developments across Manchester Road zoned B-3.

To the east: St. Agnes Home development including a convent, chapel, assisted living, and child care center zoned B-3 and R-3.

To the west: Single-family homes in the Huntleigh Hills Subdivision zoned R-4.

**DEPARTMENTAL/AGENCY COMMENTS:**

Water: Any domestic water service and associated appurtenances for this development shall comply with the City of Kirkwood Service Line Specifications.

Engineering & MoDOT:

1. MSD approval required prior to permit approval

2. Conduct a traffic study to determine appropriate signal timing for traffic generation by Lots C & D. Lots A & B will require a similar study when the lots develop. Coordinate traffic study scoping meeting with MoDOT and the City of Kirkwood staff.

3. Provide all required easements and additional right-of-way required for the Route 100 project. Permanent easements/ROW to be provided on recorded development plan. TCE or TSCL shall be executed on separate indentures. Coordinate design with MoDOT and TWM, Nick Correnti 314.241.6300.

4. Consider a raised crosswalk for pedestrians crossing the main access road.

5. Consider 5’ wide sidewalks for pedestrian comfort.

6. Provide interim preliminary improvement/phasing plan for the development of Lots C&D.

7. Provide storm water details including pre and post development drainage area maps.

8. Record access easement prior to permit approval for the development of Lots C&D.

Forester: No Comments.

Electric: An electrical distribution plan is required to be submitted and approved prior to issuance of permits.

Building & Fire:

No Comments

**SITE ELEMENTS ANALYSIS:**

***Site Access & Traffic Management & Setbacks***

The applicant proposes to use the existing signalized intersection for the new development. MoDOT and City Staff have provided comments that a limited traffic analysis must be completed to ensure that the signal timing at this intersection is adjusted properly. The internal drive is proposed at a serpentine-style layout going from the middle of the site at Manchester Road to the Eastern property line. A cross access easement will be required to ensure legal access to all proposed lots.

***Interim Development Plan***

Because the applicant is requesting Special Use Permits for Lots C and D, Staff has evaluated and required the information for these two lots so that the plans may be considered Final Site Plans associated with the Special Use Permits. Part of this requirement was to provide an Interim Development Plan to indicate how the site will function before Lots A and B develop. The general proposal is that the site will primarily function as it does today until Lots A and B develop.

***Landscaping***

A landscape plan has been provided which includes required plantings between the parking area/drive area and the eastern property line. There is a combination of canopy trees and understory trees proposed in this area. The reconstructed 10-space parking lot to the east of the existing building is included on the landscape plan; however, this landscaping will not be installed until a time when the parking lot is reconstructed. The Interim Development Plan indicates that the existing parking lot in this area will be utilized in the interim.

***Lighting***

The applicant has provided a site lighting plan for the pedestrian circulation areas on Lot C and the proposed reconstructed parking lot. As mentioned with the landscaping plan, the 10-space parking lot will have new lighting installed at a time when it is reconstructed but will operate in its existing form in the interim. The proposed lighting plan is a combined plan for Lots C and D and it indicates that all minimum and maximum lighting levels are achieved in accordance with the Zoning Code.

***DISCUSSION:***

Subcommittee meetings were held on October 23rd and November 5th, 2018 (See Exhibit A for a list of attendees). In regards to the SUP for storage of vehicles related to Motor Vehicle Sales, the Subcommittee discussed the desire to include conditions that address the following items:

1. That the existing fences along the west, north, and east property lines shall remain with provision to be replaced with similar as needed.
2. As proposed on the plan, vehicular access into the existing building would be restricted to the south and east sides of the building to isolate this activity from the adjacent residences.

***RECOMMENDATION:***

The Subcommittee recommends that the proposed Development Plan be ***approved*** subject to the following conditions***:***

1. The Development Plan and Interim Development Plan stamped “Received October 16, 2018, City of Kirkwood Public Works Department”; the Tree Study, and Tree Preservation Plans stamped “Received September 28, 2018 City of Kirkwood Public Works Department”; and the Landscape Plan stamped “Received October 31, 2018 City of Kirkwood Public Works Department” shall be considered the Final Site Plan for Lot D.
2. Hours of operation shall be limited to 8:00 am until 6:00 pm Monday through Saturday and closed on Sunday.
3. Showing or sales of vehicles shall be prohibited on the subject property.
4. All vehicle deliveries shall occur on-site with no unloading of vehicles occurring in the public right-of-way.
5. A maximum of 270 vehicles shall be stored on the subject site and all vehicles shall be legally parked within the spaces indicated on the proposed Development Plan.
6. Vehicles stored on-site shall be limited to auto sales inventory and shall not include vehicles related to motor vehicle service/repair.
7. Outside of the approved hours of operation, the proposed site lighting shall be dimmed to the minimum amount needed for safety.
8. A traffic study to determine appropriate signal timing for traffic generation is required. Said traffic study scoping shall be coordinated with MoDOT and the City of Kirkwood staff.
9. Landscaping indicated on the proposed Landscape Plan near the proposed reconstructed 10-space parking lot shall be installed if and when the lot is reconstructed. Landscaping along the eastern property line on the proposed Landscape Plan shall be installed prior to issuance of final occupancy related to this Special Use Permit.
10. Lighting shall be installed according to the Lighting Plan stamped “Received November 14, 2018, City of Kirkwood Public Works Department”.
11. The applicant shall comply with all standard conditions as listed in Exhibit B.

Respectfully submitted,

Jim Adkins James Diel Allen Klippel

Commissioner Adkins made a motion and seconded by Commissioner Diel to approve PZ-10-19(d) in accordance with the recommendations in the Subcommittee Report. The motion failed 3 to 5 with Commissioners Adkins, O’Donnell, and Diel in favor and Commissioners Evens, Eagleton, Klippel, Mallinckrodt and Drewel opposed.

**5. PZ-12-19 AMEND SPECIAL USE PERMIT AND SITE PLAN – FREI GLASS,**

**1017 WEST ADAMS AVE**

Submitted: 10-19-18 Automatic Recommendation: 2-16-19

Petitioner’s Agent, Paul Boyer

(Subcommittee – Commissioners Mallinckrodt and Drewel)

City Planner Jonathan Raiche stated the petitioner is requesting an amendment to the Special Use Permit and Site Plan that were approved by the City Council in order to expand the building to the northwest and to provide all of the parking on the west side of the driveway.

Stephen Frei stated the additional area will provide space for the designers.

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 Drewel read the underlined sections of the Subcommittee Report:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### DECEMBER 5, 2018

***PETITION NUMBER*:** PZ-12-19

***ACTION REQUESTED*:** SPECIAL USE PERMIT AMENDMENT (EXPANSION OF A NONCONFORMING USE – ART STUDIO) AND AMENDED SITE PLAN REVIEW – EMIL FREI STAINED GLASS STUDIO

***PROPERTY OWNER*:** ROBERT & FRANCES FREI

***APPLICANT*:** STEPHEN FREI, EMIL FREI STUDIO

***APPLICANT’S AGENT*:** PAUL BOYER, CIVIL ENGINEERING DESIGN

CONSULTANTS, INC.

***PROPERTY LOCATION*:** 1017 WEST ADAMS AVENUE

***ZONING*:** R-1 SINGLE FAMILY RESIDENTIAL DISTRICT

***DRAWINGS SUBMITTED:*** SITE DEVELOPMENT PLAN (3 SHEETS) PREPARED BY CEDC, INC., LANDSCAPE PLAN/TREE STAND DELINEATION/TREE PRESERVATION PLAN (3 SHEETS) PREPARED BY LOOMIS ASSOCIATES, AND PHOTOMETRIC PLAN (1 SHEET) PREPARED BY G&W ENGINEERING CORP. STAMPED "RECEIVED NOVEMBER 27, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

FLOOR PLANS (3 SHEETS) PREPARED BY LINK ARCHITECTURE, LLC STAMPED "RECEIVED OCTOBER 19, 2018, CITY OF KIRKWOOD PUBLIC WORKS DEPARTMENT”

**DESCRIPTION OF PROJECT:**

The applicant was approved for a Special Use Permit and Site Plan for the expansion of a legal non-conforming use in April of 2018 with the approval of Ordinance 10474. Since that time, the applicant has further refined their interior building plans and is requesting an approximately 1,500 sf expansion of the previous approval. The expansion is proposed for the Studio building (northwest of site). In addition to the building expansion, the request includes shifting the parking spaces so that the majority of the parking spaces are located on the west side of the driveway.

The existing use of the residential structure and two accessory buildings is as a liturgical art studio for the production of stained glass, mosaics, and related items. The existing home also serves as a residence. It is also worth noting that the Frei family currently owns two of the five immediately adjacent properties (1021 West Adams Avenue and 432 Gabriel Drive).

In 2014, the use of the property for this purpose was determined to be a legal nonconforming use. As permitted in the Special Uses listed in the R-1 District, the applicant has requested an expansion of their legal nonconforming use for the purposes of demolishing the existing accessory structures to build one new studio/office building at approximately 7,700 sf and a new 2,700 sf accessory structure. Both of these buildings would be in addition to the existing home.

The proposal received the following variances and modifications during the last approval:

1. Reduced number of required parking spaces (modification)
2. The location and size of the proposed accessory building (variance),
3. Rear yard setback (variance), and
4. Lower lighting levels proposed than required by code (variance).

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

The site is designated as Suburban Residential Use on the EnVision Kirkwood 2035 Future Land Use plan. Development types discussed in this land use are single-family residential, parks, and institutional uses (schools, churches, etc.). The studio does not fit into any of these categories which would indicate that it is expected to continue to be a nonconforming use into the foreseeable future.

The subject property is zoned R-1 Single Family Residential District. As previously mentioned, the current use of a stained glass studio is a nonconforming use in this district. The existing use is not considered a home occupation due to the scale of the business.

Surrounding land uses and zoning include the following:

To the north: Single-family homes zoned R-3.

To the south: Single-family homes zoned R-1.

To the east: Single-family homes zoned R-1.

To the west: Single-family homes zoned R-1.

**DEPARTMENTAL/AGENCY COMMENTS:**

Electric: 1. Show transformer on plans in location indicated by Kirkwood Electric. Revise Landscape plan to allow required spacing for transformer.

2. Provide electric load information.

Water: 1. Indicate the proposed water tap location on the plans.

2. The domestic water line is to be installed per Kirkwood Water service specifications.

Engineering: MSD approval required.

Building/Fire: Show water tap and fire line into project on the site plan.

A plan resubmission was received on November 27, 2018 which addressed the above departmental comments.

**SITE ELEMENTS ANALYSIS:**

***Setbacks & Building Height***

The proposed expanded area is located outside of the required side and rear yard setbacks that result from the boundary adjustment included in the previously approved proposal. There are slight increases to the proposed building heights with the accessory structure increasing from 18’9” to 19’ and the annex building from 16’ to 22’.

***Parking***

No change in the number of parking spaces provided is proposed with this amendment. The applicant is proposing 14 spaces plus 2 spaces for the commercial vehicles which received approval through modification with the previous application.

***Landscaping & Tree Preservation***

The amendment shifts the location of proposed trees but still includes preservation of approximately 62% of the existing woodland on the site. In addition to the proposed tree preservation, the applicant is proposing a combination of 16 canopy trees, 15 understory trees, 9 evergreen trees, and various shrubs throughout. The proposal exceeds the minimum code requirements for building additions and parking lots. The applicant has elected to propose a planting screen along the north property line, included in the numbers previously mentioned, to augment the existing woodland in this area to provide a denser buffer.

***Lighting***

Additional detail is required for the proposed lighting plan and conditions are included in the recommendation of this report. However, the previous approval included a lighting plan that created no light trespass issues and had lower lighting levels than required by Code for the parking areas as approved by the Board of Adjustment. It is expected that the lighting plan with this amendment will provide a similar result when clarified.

***Summary of Previous Conditions (Ord. 10474)***

1. Use limited to stained-glass, mosaics, and similar are studio uses.
2. SUP is non-transferable.
3. New buildings not to be used for residential use.
4. Maximum on-site employees of 20 w/ shared parking agreement.
5. Hours of operation from 7am – 9pm.

**DISCUSSION:**

Zoning Matters signs were placed on the property on November 1, 2018. The request was introduced at the Planning & Zoning Commission meeting on November 7, 2018. An on-site subcommittee meeting was subsequently held on November 13, 2018. A list of attendees of the subcommittee meeting can be seen in Attachment B. At the subcommittee meeting, the location of the proposed expansion was discussed in relation to the neighboring properties. Attendees toured the existing residence to view how the residence and commercial functions overlap. The requirement for the applicant to resubmit to MSD was also mentioned.

***RECOMMENDATION:***

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

1. Ordinance 10474 shall remain in effect except that the following conditions shall prevail when conflicting with those conditions found in Ordinance 10474.
2. The project shall be constructed and maintained in accordance with the Site Development Plan, Landscape Plan, Tree Stand Delineation, Tree Preservation Plan, and Photometric Plan stamped “Received November 27, 2018, City of Kirkwood Public Works Department”, except as noted herein.
3. A revised lighting plan with clearly legible fixture labels must be submitted prior to issuance of any permits to ensure compliance with Section A-1040.
4. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

Wanda Drewel Madt Mallinckrodt

Commissioner Eagleton made a motion and seconded by Commissioner Mallinckrodt to approve PZ-12-19 in accordance with the recommendations in the Subcommittee Report. There being no discussion, the motion was unanimously approved by the eight members present.

**6. PZ-15-19 REZONE R3 TO R5 AND SITE PLAN REVIEW – BIG BEND**

**TOWNHOUSES, 11204-11224 BIG BEND**

Submitted: 11-16-18 Automatic Recommendation: 2-14-19

Petitioner’s Agent, Tyler Stephens

City Planner Jonathan Raiche stated the two-part project consists of rezoning five lots from R3 to R5 and Site Plan Review to construct a three-story 48 unit apartment building. Four modifications are being requested: (1) density of 1,685 square feet per unit in lieu of the required 3,000 square feet; (2) 48 units in one building in lieu of 12 units; (3) front yard setback of 40 feet in lieu of the required result of averaging the existing buildings on either side at 128 feet; (4) parking space requirement of 100 in lieu of the 112 required.

John Pennington of Savoy Properties believes this rezoning and project are the highest and best use for this property. Tyler Stevens of Core 10 Architecture stated the market won’t support single-family in this location and that the massing is appropriate. Mark Doering of Doering Engineering stated the majority of the parking lot is being constructed of porous pavement and the rain gardens will be heavily planted. It has not been determined if a manager’s office would be located on site. The monthly rent is estimated to be $1,500 and possibly four or five of the units would be furnished. St. Louis County Department of Transportation was opposed to a crosswalk being installed on Big Bend in front of the property. A charging station for electric vehicles is being discussed with Kirkwood Electric Department.

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 the following responded:

Lisa Frumhoff, 10333 Clayton Road, stated she is the real estate agent for the seller and believes single-family is not feasible at this location and this is a solution for the people who want to rent.

Kimberly Sanchez, 1051 Couch Avenue, believes there is a multitude of apartments in the area and that property values of single family homes will be jeopardized.

Ron Mink, owner of 11224 Big Bend Road, believes his property is obsolete and non-conforming.

Scott Pfister, 1439 Wilton Lane, had questions concerning the elevations, rent control, and the safety of the students at the adjacent school.

Chairman Klippel appointed Commissioners O’Donnell and Adkins to the subcommittee. A subcommittee meeting was scheduled for December 11 at 8 a.m.

**7. PZ-16-19 SITE PLAN REVIEW AND ZONING CODE AMENDMENT –**

**MADISON AND CLAY CONDOMINIUMS, 204 SOUTH CLAY AVE**

Submitted: 11-16-18 Automatic Recommendation: 2-14-19

Petitioner’s Agent, Tyler Stephens

City Planner Jonathan Raiche stated the petitioner is requesting amendments to the Zoning Code and Site Plan Review to construct a 14 unit condominium building. Five modifications are being requested: (1) density of 1,178 square feet per unit in lieu of the required 1,200 square feet; (2) a 20-foot wide driveway in lieu of 22 feet and 9’x18’ parking spaces in lieu of 9x19’; (3) a 7’ front yard setback from Madison and 4’ setback on Clay Avenue in lieu of 29’-4” and 16’-9”; (4) a parking rate of 2 spaces per unit in lieu of 2.25 per unit plus 1 space for every 3 required spaces for visitors; and (5) a building height of 49’-6” in lieu of the maximum of 40 feet.

John Pennington of Savoy Properties stated this type of multi-family is needed in the downtown area. Tyler Stevens of Core 10 Architecture stated the proposed building is similar to their recently-constructed building at 110 West Madison Avenue.

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 the following responded:

Dan Meckes, 1732 Greening Lane, believes there is a need for this type of development in the downtown area.

Chairman Klippel appointed Commissioners Drewel and Diel to the subcommittee. A subcommittee meeting was scheduled for December 12 at 8 a.m.

8. City Planner Jonathan Raiche informed the Commission that the definition of “basement” in the Zoning Code requires an amendment due to a clerical error and that review by the Commission is not required.

There being no further business, the meeting adjourned at 10:05 p.m. The next regular meeting will be held on January 2, 2019, at 7 p.m. in the Council Chambers at Kirkwood City Hall.

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Allen Klippel, Chair

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Kathy Oughton, Secretary/Treasurer

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