

**CITY OF KIRKWOOD**

**PLANNING AND ZONING COMMISSION**

**NOVEMBER 20, 2019**

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

Allen Klippel, Chairman James Diel

Jim O’Donnell, Vice Chairman

Wanda Drewel, Secretary/Treasurer

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, November 20, 2019, 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 requiring Site Plan Review that are on the agenda. He announced that Commissioner Diel was absent and his absence was excused.

**2.** Commissioner Eagleton requested Item No. 8, Traffic Calming Discussion, of the November 6, 2019 minutes be amended by adding the following: “Commissioner Eagleton stated that making our community more bikeable and walkable, traffic calming, and the National Association of City Transportation Officials (NACTO) Best Practices are all in our EnVision Kirkwood 2035 Comprehensive Plan.” Motion was made by Commissioner O’Donnell and seconded by Commissioner Eagleton to approve the minutes for the November 6, 2019, meeting as amended by Commissioner Eagleton. The motion to approve the minutes was approved with Commissioner Drewel abstaining.

**3. PZ-13-20 REZONE R3 TO R5 AND SITE PLAN REVIEW - THE TOWNES AT GEYER GROVE, 11204-11224 BIG BEND BOULEVARD**

 Submitted: 10-8-2019 Automatic Recommendation: 1-6-2020

 Petitioner’s Agent, Brad Goss

(Subcommittee - Commissioners Eagleton and O’Donnell)

*Opportunity for Public Comment*

City Planner Jonathan Raiche stated the 1.9 acre site on Big Bend Road west of Geyer Road is currently developed with five single-family homes and is surrounded by R-3 zoning to the west and north, B-3 zoning to the east, and R-1 to the south across the railroad tracks. The comprehensive plan identifies this property as General Residential, which includes attached residential (duplexes/townhomes/garden apartments).

In response to Commissioner Frick’s question, City Planner Raiche reported a fence is not proposed for the western property line; however, a landscape buffer would be provided. Brad Goss added that he met with the owner of the Green Tree Montessori school to the west and that, due to the large number of existing trees to be preserved and new trees to be planted, it would be difficult to install a fence.

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:

Vicki Moran, 811 Marco Drive, believes the development will add more vehicles to the already-congested area. She stated that, during the nine months in a year that the community college is in session, there is an average of three accidents per month along Big Bend Road.

Clyde Ferris, 1231 South Geyer, stated this is the best use that has been proposed for this property.

Commissioners O’Donnell and Eagleton read the underlined sections of the Subcommittee Report:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### NOVEMBER 6, 2019

***PETITION NUMBER*:** PZ-13-20

***ACTION REQUESTED*:** REZONE (R-3 TO R-5) AND SITE PLAN REVIEW

***PROPERTY OWNERS*:** BIG BEND PMR LLC

 4MYCASH.COM LLC

***APPLICANT*:** THE TOWNES AT GEYER GROVE LLC

 CONSORT HOMES LLC

***APPLICANT’S AGENT*:** BRAD GOSS – SMITH AMUNDSEN LLC

***PROPERTY LOCATION*:** 11204 – 11224 BIG BEND BOULEVARD

***ZONING*:** R-3, SINGLE-FAMILY RESIDENTIAL

 ***DRAWINGS SUBMITTED:*** SITE PLAN PACKET (3 SHEETS) PREPARED BY THE STERLING CO. STAMPED “RECEIVED OCTOBER 7, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

 LANDSCAPE PLAN PACKET (3 SHEETS) PREPARED BY LOOMIS ASSOCIATES, INC. STAMPED “RECEIVED OCTOBER 31, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

 LIGHTING PLAN (1 SHEET) PREPARED BY LEC – WARD BURTON & CO. STAMPED “RECEIVED OCTOBER 22, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

 TREE STUDY (7 SHEETS) PREPARED BY TREES, FORESTS AND LANDSCAPES, INC. STAMPED “RECEIVED SEPTEMBER 18, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

 **DESCRIPTION OF PROJECT:**

The applicant is requesting two separate actions for this project which will require two separate recommendations by the subcommittee. The first request is to rezone the subject property from R-3, Single-family Residential to R-5, Multi-family Residential to accommodate the multi-family, attached row-dwelling development.

The second item for consideration is a Site Plan Review for the specific 24-unit row-dwelling development. The existing properties are five lots with one single-family residence located on each lot. Four of the five existing lots are legal non-conforming lots in the R-3 District due to their existing lot area. The proposed development includes 7 separate multi-unit buildings ranging from 2 to 4 units per building with a total of 24 units. The units are oriented so that the rear of all of the structures faces interior to the site with access provided onto an internal driveway that provides access to the units and to parking (both attached garage parking and surface parking).

The proposal includes one vehicular access point to Big Bend Boulevard which is located near the northwestern corner of the site and a centralized pedestrian connection to the public sidewalk along Big Bend Boulevard.

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

The site is designated as General Residential on the EnVision Kirkwood 2035 Future Land Use Map. Attached Residential (Duplexes/Townhomes/Garden Apartments) is listed in this land use category as an appropriate development type. The EnVision Kirkwood 2035 plan does not contain a land use category specifically for multi-family development, but rather, identifies that multi-family development could be appropriate within areas of the General Residential and various commercial land use categories. Multi-family developments have typically been approved near major intersections or as a transition between single-family uses and commercial uses.

The subject properties are currently zoned R-3, Single-family Residential District, but are requested to be rezoned to R-5, Multi-family Residential District. Although the R-5 District allows for row-dwellings, there are a number of modifications to various development requirements within the district to which the applicant is requesting modifications which will be discussed in a later section of this report.

Surrounding land uses and zoning include the following:

To the north: Across Big Bend Boulevard, the property is zoned R-3 with St. Louis Community College – Meramec campus located on the property.

To the south: Across the rail-road right of way, the properties are primarily zoned R-1 with single-family homes located in this area.

To the east: Directly adjacent to the subject site is an existing gas station and car wash which is zoned B-3, Highway Business District.

To the west: These properties are zoned R-3 and contain a Montessori School and single-family residential homes.

**DEPARTMENTAL/AGENCY COMMENTS:**

Electric: No comment.

Water: Water infrastructure to be installed per Water and Fire Department specifications.

Engineering: 1. MSD approval is required.

2. Provide ADA compliant sidewalks per St. Louis Co specifications and approval.

3. Entrances shall be concrete per St. Louis County specifications.

4. Remove all unused curb cuts.

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

6. St. Louis County Department of Transportation approval is required.

7. Prior to issuance of permits, the proposed internal drives shall be labeled as private and widths shall be labeled.

8. If a gate is proposed for this development, the throat depth must be at least 80’ from the south edge of pavement of Big Bend. The entrance shall provide for a turnaround that accommodates the turning radius of a single unit truck. St. Louis County approval is required if a gate is desired.

Building/Fire: 1. A flow test is required.

 2. Maintain adequate Fire Department Access.

 3. Signage and/or striping for prohibited parking along the proposed interior driveway shall be required at the direction of the Fire Department.

**SITE ELEMENTS ANALYSIS:**

***Structure & Pedestrian Circulation***

The proposed buildings are 2-story units with a maximum proposed height of 35’ which meets the requirement of the R-5 District. The closest building to Big Bend Boulevard has its front porch set back 30’ from the right-of-way. Because the Montessori School to the west is set back toward the rear of the lot, the averaging requirement creates a large required front yard setback to which the applicant is seeking a modification. Information provided by a previous applicant indicated the required setback would be 110’ for the subject site.

As previously mentioned, the applicant has provided a centralized connection point where the internal sidewalk network meets the public sidewalk along Big Bend Boulevard. The internal sidewalks primarily provide pedestrian connection within the three groupings of buildings and to the surface parking areas and internal drives.

***Site Access Management***

An access management study was conducted for this site by a previous developer in December of 2018. Due to the recent nature of this study and the fact that the current application has a similarly located access point with a decrease in unit density by 50% compared to the previous project, the City has not required additional studies.

The transportation engineering firm that conducted the original study met with the City Engineering Department and St. Louis County during the process in 2018. At that time, it was determined that the amount of trips generated by the proposed development would warrant a study that focused on access management to ensure the safest placement of access drives into and out of the development. The single proposed drive is located approximately 85’ east of the western property line. Results of the 2018 access management study indicated the following points:

* The trips generated by Greentree Montessori (adjacent to the west) are not an appreciable amount of trips.
* The location of the proposed access drive (close to the current proposal’s location) is the preferred location in order to maximize the separation from the existing gas station to the east which is the higher traffic generating use.
* The proposal eliminates all single-family access drives onto Big Bend Boulevard and reduces the total number of access points from five to one.

St. Louis County provided initial feedback that indicated a positive response to the proposed design. A condition is included later in this report that the Site Plan receives full approval from St. Louis County for the proposed access point prior to issuance of permits.

***Landscaping & Storm water***

A tree study and tree preservation plan were provided on September 18, 2019 and indicated that trees along the eastern and western property line could be preserved. The study also made recommendations for the preservation of the 34” DBH post oak located near the center of the Big Bend Boulevard frontage. The tree study indicates limits of disturbance that conflict with some of the proposed development area along the perimeter of the property. The applicant’s landscape architect provided a landscape plan on October 8, 2019 which still indicates preservation of the large post oak as well as trees along the western, southern, and eastern property lines. The applicant has indicated that the tree study will be revised to include specific recommendations on preservation measures that will be required to provide proper protection for these trees from the limited proposed development. A condition has been added to the recommendation section of this report that requires an updated tree study/preservation plan that reflects this information prior to approval by the City Council.

The proposal meets and exceeds the minimum planting requirements for trees located along Big Bend, along all other property lines, and near the proposed surface parking areas. The applicant has proposed an additional 26 trees and many low-lying plantings that exceed the City’s minimum requirements. The applicant has also proposed caliper and heights of trees that exceed the City’s minimum requirements. These items will be also be mentioned in a later section of this report as the applicant’s proposed justification for various modification requests.

The existing and proposed site conditions are such that storm water will flow from southwest to northeast across the site toward Big Bend and the adjacent gas station. MSD approval of the proposed plan is required. The proposed plan includes multiple water quality basins along the Big Bend Boulevard frontage.

***Lighting***

The lighting plan was received on October 22, 2019 which indicates 8 pole-mounted fixtures and 19 wall-mounted fixtures designed to meet the requirements of the Zoning Code.

***Modifications***

The proposed Site Plan requires 4 modifications and/or variances from the current Zoning Code. A comparison of the proposed and required items is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Topic** | **Required** | **Provided** | **Difference** |
| Front Yard Setback | 110’ | 30’ | 80’ |
| Western Side Yard Setback | 17.5’ | 15’ | 2.5’ |
| Rear Yard Setback | 30’ | 14’ | 16’ |
| Internal Setbacks Between Buildings | 30’50’20’ | 25’44’12’ | 5’6’8’ |

As previously mentioned, the developer is providing the following benefits that help achieve the objectives listed in Section A-220.2 as part of the justification for the above modification requests:

1. Preservation of the existing 34.2” DBH post oak near Big Bend Boulevard.
2. Additional landscaping including native species and larger planting sizes primarily focused along the perimeter of the site.
3. A sight-proof and sound mitigating fence/wall is proposed along the southern property line to be built with cementitious siding or a material comparable to simtek fencing.
4. To promote pedestrian use and access, a sidewalk connection is made from the internal sidewalks to the public sidewalk and the connection includes two proposed benches and a pet water-fountain.
5. A covered bicycle parking shelter is also proposed near the center of the site to provide additional protection to the required bicycle racks.

The subcommittee finds that the justification provided and the circumstances of the modifications requested provide for a better development than might otherwise be realized. The subcommittee has included a recommendation for approval of the requested modifications in the recommendation section of this report.

**DISCUSSION:**

Zoning Matters signs were placed on the property on October 11, 2019. The request was introduced at the Planning & Zoning Commission meeting on October 16, 2019. An on-site subcommittee meeting was subsequently held on October 23rd. A list of attendees of the subcommittee meeting can be seen in Exhibit B. At the subcommittee meetings, the following items were discussed:

1. Clarification from the applicant was provided regarding the proposed tree protection measures for the large post oak tree. The project’s landscape architect indicated that a refined tree preservation plan and methods will be provided to include tree protection fence and root pruning as well as possible fertilization, aeration, and mulching based on recommendations from the project’s arborist.
2. Concerns related to the existing traffic volume on Big Bend Boulevard were raised and the applicant was asked to consider whether or not any traffic calming design could be integrated into their design. Staff met with the applicant and the St. Louis County Department of Transportation and there were no immediate design changes that were a result of the meeting which could be installed with this specific project. Although not contingent on this specific project, City Staff and County Staff discussed the need to collaborate on all future public projects within the area to ensure that safety for all users is considered. St. Louis County expects to conduct a project for the portion of Big Bend Boulevard that is adjacent to this development and indicated that they would like to involve the City in that design process early in an effort to consider all options.
3. The subcommittee discussed the positive effect that evergreens will have as a noise buffer along the railroad right-of-way and also discussed the proposed buffering along the west property line.

***RECOMMENDATIONS:***

The Subcommittee recommends that the rezoning from R-3, Single-family Residential to R-5, Multi-family Residential for the properties located at 11204 – 11224 Big Bend Boulevard be **approved**.

The Subcommittee recommends that the proposed Site Plan for the above referenced properties 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. Based upon the justification submitted per Section 220.2, the following modifications shall be approved:
	1. Front yard setback from approximately 110’ to 30’,
	2. Western side yard setback from 17.5’ to 15’,
	3. Southern rear yard setback from 30’ to 14’, and
	4. Various internal setbacks between buildings as indicated on the site plans referenced above.
3. Site access shall be limited to one entrance as indicated on the proposed plans and is subject to St. Louis County Department of Transportation approval. Said approval must be provided to the City prior to issuance of permits.
4. All existing driveway entrances shall be removed and restored.
5. Prior to issuance of permits, a revised site plan must be submitted which includes labels for the width of the internal drives and labels indicating these drives as private drives.
6. Prior to issuance of permits, adequate Fire Department access must be approved by the Fire Marshal.
7. Signage and/or striping for prohibited parking along the proposed interior drives shall be required at the direction of the Fire Marshal.
8. A minimum 6’ tall sight-proof fence shall be installed along the railroad right-of-way and shall be built with either a cementitious finish or a material comparable to simtek composite material.
9. A revised tree study/preservation plan that addresses the conflicts between the current preservation plan and the site plan shall be submitted prior to approval by the City Council.
10. All proposed public sidewalks shall be constructed so that they terminate in a manner compliant with ADA/PROWAG. Sidewalks within St. Louis County right-of-way shall be ADA compliant and approved by St. Louis County.
11. A consolidation plat shall be required with easements as required by the City prior to issuance of permits.
12. If applicable, proper ground disturbance permits through MDNR shall be obtained prior to issuance of permits from the City.
13. If a gate is proposed for this development, the throat depth must be at least 80’ from the south edge of pavement of Big Bend. The entrance shall provide for a turnaround that accommodates the turning radius of a single unit truck. St. Louis County approval is required if a gate is desired.
14. The applicant shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

David Eagleton Jim O’Donnell

Commissioner O’Donnell made a motion and seconded by Commissioner Evens to approve PZ-13-20, a request to rezone 11204 - 11224 Big Bend Road from R-3 to R-5 in accordance with the recommendations in the Subcommittee Report. Commissioner Eagleton encourages the City to contact St. Louis County regarding traffic calming along Big Bend Boulevard and to apply for a grant being offered by East-West Gateway. The motion to rezone the properties was unanimously approved by the eight members present (Commissioner Diel was absent).

Commissioner O’Donnell made a motion and seconded by Commissioner Frick to approve, PZ-13-20, a request for site plan approval of a 24-unit row-house development at 11204-11224 Big Bend Boulevard in accordance with the site plan and subject to the conditions in the Subcommittee Report.

Chairman Klippel made a motion to amend the Subcommittee Report by adding Condition No. 15 as follows: “The petitioner shall install a four-foot decorative metal fence along the western property line.” The motion was seconded by Commissioner Frick. After discussion regarding the proposed fence conflicting with existing trees, the motion failed by a vote of 1 to 7 with Commissioner Klippel in favor and Commissioners Adkins, Drewel, Eagleton, Evens, Frick, Mallinckrodt, and O’Donnell opposed.

Commissioner Frick made a motion to amend the Subcommittee Report by adding Condition No. 15 as follows: “Prior to City Council approval, a revised landscape plan shall be provided to include an increased landscape buffer that creates a barrier along the western property line. Said plan shall be drafted by the petitioner after consultation with City staff and the owner of the adjacent property to the west”. The motion was seconded by Commissioner Adkins and passed six to two with Commissioners Adkins, Drewel, Eagleton, Frick, Klippel, and Mallinckrodt in favor and Commissioners Evens and O’Donnell opposed.

The motion to approve, PZ-13-20, a request for site plan approval of a 24-unit row-house development at 11204-11224 Big Bend Boulevard in accordance with the site plan and subject to the conditions in the amended Subcommittee Report was unanimously approved.

**4. PZ-16-20 SUBDIVISION, 3 LOTS – CONLEY ESTATES, 608 EAST MONROE**

Submitted: 10-17-19

Petitioner, Michael Conley

(Subcommittee - Commissioners Drewel and Diel)

City Planner Jonathan Raiche stated the property owner submitted a preliminary plat and a final subdivision plat in order to subdivide the site into three lots. A portion of the existing house would be demolished and the remaining portion would be relocated onto Lot 2.

Clay Vance of Vance Engineering was present to answer questions. Commissioner Drewel read the underlined sections of the Subcommittee Report:

CITY OF KIRKWOOD

**PLANNING AND ZONING COMMISSION**

**SUBCOMMITTEE REPORT**

###### November 20, 2019

***PETITION NUMBER:*** PZ-16-20

***ACTION REQUESTED:*** APPROVAL OF PRELIMINARY AND FINAL SUBDIVISION PLATS FOR SUBDIVISION OF 1 LOT INTO 3 LOTS

**APPLICANT:** MICHAEL CONLEY, PROPERTY OWNER

**PROPERTY LOCATION:** 608 E. MONROE AVENUE

**CURRENT ZONING**: R-3 SINGLE FAMILY

**DRAWINGS SUBMITTED:** PRELIMINARY PLAT PREPARED BY VANCE ENGINEERING “RECEIVED OCTOBER 17, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

LANDSCAPE PLAN/TREE STUDY PREPARED BY BAXTER GARDENS STAMPED “RECEIVED NOVEMBER 4, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

FINAL PLAT PREPARED BY SABUR, INC. STAMPED “RECEIVED OCTOBER 25, 2019, CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT”

***DESCRIPTION OF REQUEST:***

The applicant is proposing to subdivide an existing lot of 65,809 sf into three lots that range in size from 20,452 sf to 24,426 sf. Lots 1 and 3 are corner lots and meet the minimum lot width requirement for corner lots of 110’. Lot 2 is an interior lot and meets the minimum lot width requirement of 100’. The proposed lot areas and lot widths meet the minimum requirements of the Subdivision Code. Lots 1 and 2 are proposed with the primary frontage facing Monroe Avenue while Lot 3 is proposed with its primary frontage facing Clark Avenue. The current owner is proposing to demolish the indoor sport-court addition on the eastern portion of the existing home and relocate the remaining main house to the proposed Lot 2. The applicant has already begun the application process for demolition and relocation of the existing home. The Zoning Code would allow for the owner to relocate the existing home as proposed regardless of whether or not the subdivision is approved. The relocation of the existing home has been evaluated by Staff for conformance with required setbacks, lot coverage, and floor area ratio requirements.

The required structure setback along Monroe has been calculated by averaging the adjacent homes within 350’, as required by the R-3 Zoning Code regulations. The secondary frontages for Lots 1 and 3 have been calculated at 20% of the lot width, as required by the R-3 Zoning Code regulations. All remaining setbacks have been assessed per the standard R-3 setback regulations.

**DISCUSSION:**

A Zoning Matters sign was placed on the property November 1, 2019. The proposal was introduced at the November 6, 2019 Planning and Zoning Commission meeting and a subcommittee was appointed. The subcommittee meeting was held on site November 15, 2019. See Exhibit B for a list of people in attendance. Notice of the meetings was properly posted. During the subcommittee meeting, discussion occurred about the owner’s motivations for subdividing and his decision to save and relocate the existing home. The subcommittee walked the site to evaluate the proposal and understand which portions of the existing home would be preserved.

To provide connection to the existing sidewalk on the north side of Monroe, an ADA curb-ramp will be required to be installed as directed by the Public Services Department in the south-east corner of the intersection of Monroe Avenue and Clark Avenue. Sidewalk along the south-side of Monroe Avenue will not be required as it does not connect to existing sidewalk in either direction and is not indicated as a pedestrian route in the City’s Pedestrian and Bicycle Plan.

***LAND USE AND ZONING***:

The subject property is currently zoned R-3 Single Family Residential and the existing lot is host to 1 single-family residential structure. Surrounding land uses and zoning include the following:

To the north: Across Monroe Avenue, there are single-family homes zoned R-1 Single Family Residential.

To the south: Across Scott Avenue, there are single-family homes zoned R-3 Single Family Residential.

To the east: There are single-family homes zoned R-3.

To the west: Across Clark Avenue, there are single-family homes zoned R-3 Single Family Residential.

***DEPARTMENT/OUTSIDE AGENCY COMMENTS:***

**Electric:** No Comments

**Building:** No Comments

**Fire:** No Comments

**Water:** No Comments

 **Forester:** 1. Clarification of tree canopy coverage numbers submitted is needed.

2. Required frontage trees must be located on private property but 5’-10’ from the property line.

**Engineering:** An ADA curb ramp in the south-east corner of the intersection of Monroe Avenue and Clark Avenue is required.

**ANALYSIS:**

The R-3 zoning district requires a minimum lot size of 15,000 sf and a minimum lot width of 100’ (110’ for corner lots). Both of these minimum requirements are exceeded with the proposed subdivision. Although the developer is required to show building locations on the preliminary plat to show that the development is feasible, the exact locations of future buildings may vary within the permissible buildable area as defined by the setback requirements. The proposed building footprints are indicated on the landscape plan, but are not currently indicated on the preliminary plat. A condition has been added to this approval to require that these footprints be included on the preliminary plat prior to approval by the City Council. The Subdivision Code also requires that evidence of MSD approval be provided prior to the City Council approval of the final plat. The applicant has submitted to MSD and anticipates approval soon. Due to the minor nature of the subdivision, the applicant is seeking both preliminary plat and final plat approval at the same time. A condition has been added to the recommendation section of this report that evidence of MSD approval must be provided prior to approval by City Council.

***Landscaping***

The Subdivision Code has very specific standards for landscaping with respect to a new subdivision. The major components of the landscape plan are as follows:

* **Frontage Tree Plantings**: 1 tree for each 50 feet of street frontage. This requirement is proposed to be met through a combination of preserving existing trees and planting new trees.
* **Tree Density:** New and/or existing trees throughout the subdivision are required to provide an average minimum of 1 tree per 2,000 square feet of site area. Included in the overall density requirement, each lot must have a minimum of 1 tree per 4,000 square feet of area. These requirements are proposed to be met through preservation and planting of 41 new trees and 8 on-site preserved trees.
* **Canopy Coverage:** Trees shall be spaced so that each lot has a minimum canopy area of 350 square feet per 1,000 square feet of lot area (35%). The applicant has indicated that each lot with the assumed mature canopy of the proposed new trees in combination with the current canopy of exiting trees. Staff has requested clarification on some of the numbers provided and a condition has been included in the recommendation section of this report regarding this.

***RECOMMENDATION:***

The Subcommittee recommends the preliminary and final plats be **approved** with the following conditions.

1. The subdivision shall be developed in accordance with the documents referenced in the “Drawings Submitted” portion of this report except as noted herein.
2. Evidence of MSD approval shall be provided to the City prior to approval of the final plat by the City Council.
3. Prior to approval by the City Council, a revised preliminary plat shall be provided including estimated footprints of the proposed homes.
4. Prior to approval by the City Council, the following items regarding the Landscape Plan shall be addressed:
	1. A revised plan shall be submitted with required frontage trees located on private property within 5’-10’ of the front property lines.
	2. Clarification regarding the submitted calculations for the 35% tree canopy coverage requirement shall be provided.
5. A performance Guarantee of $49,716 is required and has been provided to insure the completion and protection of required landscaping.
6. An ADA curb ramp in the south-east corner of the intersection of Monroe Avenue and Clark Avenue shall be required.
7. Due to the placement of the existing home overlapping proposed property lines, the existing home shall be relocated prior to execution of the Final Plat by the City.
8. A subdivision plat approved by the City and recorded in the St. Louis Country Office of the Recorder of Deeds shall be filed in the Public Works Director’s Office within 90 days of City Council Approval of the Final Plat.
9. The applicant shall comply with all standard conditions as listed on Exhibit A.

Respectfully submitted,

James Diel Wanda Drewel

Commissioner Eagleton made a motion and seconded by Commissioner Drewel to approve PZ-16-20 in accordance with the preliminary plan and final plat and subject to the conditions in the Subcommittee Report. Commissioner Adkins asked whether the requirement that the final plat be recorded in the St. Louis County Recorder of Deeds office within 90 days of City Council approval would pose an issue with the relocation of the existing home. In response, Mr. Vance stated he believed it could be recorded by then. There being no further discussion, the motion was unanimously approved by the eight members present.

**5. DEVELOPMENT PROJECT UPDATE**

City Planner Raiche stated the construction for the Plaza Tire building has commenced and KirkWork and EZ Storage are making progress. Permits have not been applied for yet for Camp Bow Wow and Audi Kirkwood.

**6. ZONING, SUBDIVISON, AND SIGN CODES REWRITE UPDATE**

City Planner Raiche stated the Steering Committee had their final review meeting last night. A presentation to the Mayor and Council, Planning and Zoning Commission, and the public will be held December 12 at 6 p.m. A Special Meeting will be held January 8, 2020, for the formal presentation to the Commission. After the Planning and Zoning Commission makes a recommendation, the City Council will hold a Public Hearing.

There being no further business, motion was made by Commissioner Drewel and seconded by Commissioner Eagleton to adjourn at 8:15 p.m. The next regular meeting will be held on December 4, 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.