



WHERE COMMUNITY AND SPIRIT MEET™

SPECIAL ANNOUNCEMENT REGARDING CITY COUNCIL MEETINGS

Under Section 610.015 of the Mo. Sunshine Law provides that members of the City Council who are not physically in the Council Chambers can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

The U.S., and the world, is in a state of emergency due to the Coronavirus—Covid-19. The Missouri Governor and the County Executive directed all citizens to limit meetings and gatherings to a few people to avoid the spread of the Coronavirus. Therefore, members of the City Council have elected to participate in this meeting electronically so that we are compliance with such Orders and for the public health and safety of each other and the general public.

To follow along with the work session of the City Council work session via Zoom please see instructions below:

You are invited to a Zoom webinar.

When: Jan 14, 2021 04:30 PM Central Time (US and Canada)

Topic: January 14, 2021 City Council Work Session

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89172601041>

Or to Join by Telephone:

Dial: +1 301 715 8592 or +1 312 626 6799

Enter Webinar ID: 891 7260 1041

If you are unable to join the webinar the meeting will be live-streamed on the following platforms:

Facebook: www.facebook.com/cityofkirkwoodmo

YouTube: www.YouTube.com/kirkwoodcitymo

Twitter: @KirkwoodCity

****SEE THE FOLLOWING PAGES FOR THE AGENDA**



WHERE COMMUNITY AND SPIRIT MEET™

**Kirkwood City Council Work Session
Agenda
via Zoom
Thursday, January 14, 2021, 4:30 p.m.
(Posted January 12, 2021)**

(Please note that work sessions are for council discussion only and there will be no public comment portion of the meeting. The time for each of the topics are estimates. When a topic is completed the council will immediately move on to the next item on the agenda.)

- I. Approval of the January 7, 2021 Work Session Minutes**
- II. Discussion of Adoption Procedure for Zoning Code Amendments**
- III. Meeting Adjournment**

Kirkwood City Council: Mayor Tim Griffin; Council Members Maggie Duwe, Liz Gibbons, Bob Sears, Wallace Ward, Kara Wurtz, and Mark Zimmer

Contact Information: For full City Council contact information visit www.kirkwoodmo.org/council. To contact the City Clerk call 314-822-5802. To contact the Chief Administrative Officer call 314-822-5803.

Accommodation: The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD by calling 314-822-5802.



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DRAFT

WORK SESSION MINUTES

A work session of the Kirkwood City Council was held via Zoom Virtual meeting on January 7, 2021 at 5:30 p.m. Present were Mayor Griffin, Council Members Duwe, Gibbons, Sears, Ward, Wurtz, and Zimmer. Also in attendance were Chief Administrative Officer Russell Hawes, Assistant Chief Administrative Officer Georgia Ragland, City Clerk Laurie Asche, Deputy City Clerk Kim Sansegraw, Director of Public Services Bill Bensing, Public Information Officer Freddy Doss, and City Attorney John Hessel.

ANNOUNCEMENTS FROM CITY ATTORNEY

City Attorney John Hessel stated for the record that under Section 610.015 of the Mo. Sunshine Law provides that members of the City Council who are not physically in the Council Chambers can participate and vote on all matters when an emergency exists and the nature of the emergency is stated in the minutes.

So, let the minutes reflect that the U.S., and the world, is in a state of emergency due to the Coronavirus—Covid 19. The Missouri Governor and the County Executive directed all citizens to limit meetings and gatherings to a few people to avoid the spread of the Coronavirus. Therefore, members of the City Council have elected to participate in this meeting electronically so that we are compliance with such Orders and for the public health and safety of each other and the general public.

APPROVAL OF DECEMBER 10, 2020 AND DECEMBER 17, 2020 WORK SESSION MINUTES

Motion was made by Council Member Ward and seconded by Council Member Zimmer to approve the December 10, 2020 and December 17, 2020 work session minutes. The motion was unanimously approved.

PARKING SENSORS

Discussion continued from the December 17, 2020 work session regarding the proposal from Fybr to install parking sensors for one year at no cost to the City of Kirkwood. If the City of Kirkwood would wish to continue using the parking sensors after one year, the cost to the City of Kirkwood would be \$16,000 annually. If the City of Kirkwood would wish to discontinue use of the parking sensors after one year, there would be a one-time cost of \$13,000 for Fybr to remove the sensors.

Mayor Griffin stated that the purpose of the parking sensors is to gather data and not for the City of Kirkwood to gain revenue from parking fees and fines.

Motion was made by Council Member Ward and seconded by Council Member Wurtz to authorize the Chief Administrative Officer enter into a contract with Fybr to install parking sensors for one year at no cost to the City of Kirkwood. The motion was unanimously approved.

MOTION TO CLOSE THE MEETING

Motion was made by Council Member Zimmer and seconded by Council Member Gibbons to close the meeting pursuant to RSMo Chapter 610.021 (1 – Legal).

Roll Call Vote as Follows:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Zimmer	“Yes”
Council Member Ward	“Yes”
Council Member Wurtz	“Yes”
Council Member Gibbons	“Yes”
Council Member Sears	“Yes”

The meeting was closed.

MOTION TO OPEN THE MEETING

Motion was made by Council Member Zimmer and seconded by Council Member Gibbons to open the meeting.

Roll Call Vote as Follows:

Mayor Griffin	“Yes”
Council Member Duwe	“Yes”
Council Member Zimmer	“Yes”
Council Member Ward	“Yes”
Council Member Wurtz	“Yes”
Council Member Gibbons	“Yes”
Council Member Sears	“Yes”

The meeting was opened.

There being no further matters to come before the council, the meeting was adjourned.

Laurie Asche, CMC/MRCC
City Clerk

From: [Jonathan D. Raiche](#)
To: [Laurie Asche](#)
Cc: [Russell B. Hawes](#); [Bill E. Bensing](#); [Hessel, John M.](#)
Subject: Kirkwood By Design - Code Update
Date: Wednesday, December 30, 2020 9:23:55 AM
Attachments: [2020-04-02 KirkwoodByDesign Ordinance.docx](#)
[image004.png](#)

Laurie,

I'm not sure whether or not there was a decision to put the development code updates on next week's agenda, but I was asked to make sure you had all of the most recent information to provide to the Council.

I've attached a revised ordinance that will be considered for the adoption. A very similar draft was provided back in February in preparation for the public hearing, but the attached has been updated. I've updated the following items:

- 1) Added a "whereas" clause to acknowledge the delay in the adoption timeline due to COVID.
- 2) Added highlighted dates on page 2 for the various sections of code that are being considered. These dates are the most current versions that the City Council has been provided during previous meetings. These dates remain highlighted because they will ultimately be changed to a date that will coincide with the adoption date and will be tied to the final version once all amendments are incorporated.

I would also remind the Mayor and Council that my memo from 2/20/2020 was intended to provide a summary of the amendments recommended by the P&Z Commission. Similarly, my memo from 12/8/2020 provides a summary of various other amendments for consideration. These two memos are a good place to begin review in preparation for the first reading.

Please provide the updated information to the Mayor and Council when the Mayor determines it is appropriate to be placed on an agenda. Let me know if you have questions or need other information.

Sincerely,

Jonathan D. Raiche, AICP
Planning & Development Services Director
City of Kirkwood
139 S. Kirkwood Rd
Kirkwood, MO 63122
raichejd@kirkwoodmo.org
314-984-5926



WHERE COMMUNITY AND SPIRIT MEET®

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ORDINANCE

AN ORDINANCE AMENDING AND RE-ADOPTING THE PROVISIONS OF CHAPTER 2, ARTICLE VII, DIVISIONS 3 AND 9; CHAPTER 5, ARTICLE II; AND APPENDICES A AND B (HEREINAFTER CHAPTER 25) OF THE CITY OF KIRKWOOD GENERAL CODE OF ORDINANCES.

WHEREAS, the City Council did on the 14th day of March, 2019, appoint Council Members Edman, Luetzow, and Ward to the Steering Committee; and

WHEREAS, the City Council did on the 21st day of March, 2019, by Resolution 45-2019 accept the proposal of Development Strategies for a comprehensive review and update for the Zoning, Subdivision, and Sign Codes; and

WHEREAS, the Planning and Zoning Commission did on the 20th day of March, 2019, appoint Commissioners Drewel, Eagleton, and Mallinckrodt to the Steering Committee; and

WHEREAS, the Steering Committee met with staff and the consultant team on June 26, July 24, August 28 and 29, September 16 and 17, October 28 and 29, November 18 and 19, and December 11 to review specific sections of the revised Code; and

WHEREAS, the City staff and consultant team did on the 27th day of June, 2019, hold an open house for interested parties to review and discuss the amendments to the Code; and

WHEREAS, the City staff and consultant team did on the 12th day of December, 2019, make a presentation to the general public and members of the City Council, Planning and Zoning Commission; and

WHEREAS, the Planning and Zoning Commission did on the 8th day of January, 2020, hold a special meeting to review and discuss the proposed amendments to the Code and to solicit comments from the public; and

WHEREAS, the Planning and Zoning Commission did on the 29th day of January, 2020, hold a second special meeting to discuss and solicit comments from the public and, after hearing comments from the public, recommended approval and adoption of the Final Draft of Chapter 2, Article VII, Divisions 3 and 9; Chapter 5, Article II; and Chapter 25, Zoning and Subdivision Code dated December 18, 2019, with amendments reflected in staff's memos dated January 3, 2020 and January 27, 2020; and as amended at the January 29, 2020, meeting; and

WHEREAS, the Council did on the 27th day of February, 2020, hold a public hearing with respect to the recommended revisions to the General Code of Ordinances after duly advertising and giving proper notice of such hearing; and

WHEREAS, as a result of the COVID-19 pandemic, the Council consideration was delayed; and

WHEREAS, the Council deems it to be in the best interest of the City to adopt amendments to Chapter 2, Chapter 5, and Appendices A and B (hereinafter Chapter 25).

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KIRKWOOD, MISSOURI, AS FOLLOWS:

SECTION 1. Chapter 2 (Administration) Article VII (Boards and Commissions) Division 3 (Architectural Review Board) of the City of Kirkwood General Code of Ordinances is hereby deleted in its entirety and the attached Chapter 2 Article VII Division 3 dated December 17, 2019, is hereby adopted in lieu thereof.

SECTION 2. Chapter 2 (Administration) Article VII (Boards and Commissions) Division 9 (Board of Adjustment) of the City of Kirkwood General Code of Ordinances is hereby deleted in its entirety and the attached Chapter 2 Article VII Division 9 dated December 17, 2019, is hereby adopted in lieu thereof.

SECTION 3. Chapter 5 (Building, Construction, and Housing) Article II (Sign Code) of the City of Kirkwood General Code of Ordinances is hereby deleted in its entirety and the attached Chapter 5 Article II dated February 11, 2020, is hereby adopted in lieu thereof.

SECTION 4. Appendix A (Zoning) and Appendix B (Subdivisions) of the City of Kirkwood General Code of Ordinances are hereby deleted in their entirety and the attached Chapter 25 dated February 11, 2020, as amended is hereby adopted as the Zoning and Subdivision Code in lieu thereof.

SECTION 5. This Ordinance shall be in full force and effect after its passage and approval, as provided by law.

PASSED AND APPROVED THIS ___ DAY OF ____, 2021.

Mayor, City of Kirkwood

ATTEST:

City Clerk
Public Hearing: February 27, 2020
1st Reading:
2nd Reading: