

**CITY OF KIRKWOOD**

**PLANNING AND ZONING COMMISSION**

**Via Zoom Virtual Meeting**

**February 17, 2021**

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

Jim Adkins, Chairman Jim O’Donnell

James Diel, Vice Chairman

David Eagleton, Secretary/Treasurer

Allen Klippel

Ron Evens

Tom Feiner

Sandy Washington

Mary Lee Salzer-Lutz

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, February 17, 2021, at 7:00 p.m. via Zoom Virtual Meeting. Planning and Development Services Director Jonathan Raiche, Planner II Amy Lowry, and Administrative Assistant Patti Dodel also attended the meeting.

**1.** Chairman Adkins called the meeting to order at 7:00.

Planning and Development Services Director Jonathan Raiche stated for the record that Section 610.015 of the Missouri Sunshine Law provides that members of the Planning and Zoning Commission who are not physically in City Hall 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. The County Executive has issued various orders directing citizens to limit the number of attendees for meetings and gatherings to avoid the spread of the Coronavirus. Therefore, members of the Planning and Zoning Commission have elected to participate in this meeting electronically so that we are compliant with such Orders and for the public health and safety of each other and the general public. Since there aren’t any items on the agenda requiring Site Plan Review and, at this time, the only two participants in the Zoom webinar are a City Council Member and staff, there will not be any public comments during the meeting. Also, please note, that the chat feature of the Zoom meeting will not be monitored by staff or the Commissioners.

Chairman Adkins announced that Commissioner O’Donnell was absent and his absence was excused.

2. Motion was made by Commissioner Feiner and seconded by Commissioner Eagleton to approve the minutes for the December 2, 2020, meeting as written.

Roll Call:

Chairman Adkins “Yes”

Commissioner Klippel “Yes

Commissioner O’Donnell Absent

Commissioner Diel “Yes’

Commissioner Eagleton “Yes”

Commissioner Evens “Yes”

Commissioner Feiner “Yes”

Commissioner Salzer-Lutz “Yes”

Commissioner Washington “Yes”

The motion was unanimously approved by the eight members present.

**3. PZ-07-21 FRAMEWORK PLAN RECOMMENDATION FROM PGAV STUDY**

Director of Planning and Development Services Jonathan Raiche stated the City’s consultant (DPZ Partners) presented the finalized Downtown Master Plan & Parking Study in March, 2018. In May, 2018, the City Council reviewed and revised the Framework Plan. In April, 2019, the City Council added “Multiple Family Dwellings” as a permitted use in the B-2 District when located on a property not designated as Suggested or Mandatory Retail in the Framework Plan. In May, 2019, additional areas were designated as requiring a commercial component.

In January, 2020, the City retained PGAV Planners to conduct a Downtown Commercial Market Study and review the revised Framework Plan. In January, 2021, the City Council revised the Framework Plan to remove the commercial requirement from two small parcels adjacent to the intersection of Clay Avenue and Adams Avenue in conjunction with a Site Plan Review request for a 3-unit condominium project at 144 West Adams Avenue.

Staff is recommending the Framework Plan portion of the Downtown Master Plan & Parking Study be amended as referenced in the Staff memo dated February 17, 2021 (areas as shown on Exhibit A: east and west sides of the 400 block of North Kirkwood Road, north and south sides of the 100 block of West Washington and half the block of 100 East Washington, the northeast and southeast corners of Clay Avenue at Adams Avenue, and the north and south sides of the 100 block of West Monroe Avenue). In addition, text amendments to the Zoning Code would be required.

Chair Adkins advised staff he did not receive his packet in the mail that contains the documents referenced in this meeting and would prefer to vote at the next meeting. Since none of the Commissioners received their packet, this item will be on the March 3 agenda. Staff will email the packet to all Commissioners.

**4.** 2020 - 4th QUARTER UPDATE ON ENVISION KIRKWOOD 2035

Director of Planning and Development Services Jonathan Raiche provide the fourth quarter update of the Comprehensive Plan.

Mobility & Infrastructure Goal 2E (Implement Argonne Drive streetscaping improvements to improve appearance and walkability in the downtown area) – the City did not receive a grant for the Argonne project; however, a grant was awarded to the City for improvements at the Train Station.

Housing & Neighborhoods Goal 1A – Architectural review standards are being addressed in the Zoning Code update.



**5.** Planning and Development Services Director Raiche stated that, on February 4, the City Council approved first reading of the bill adopting the Zoning, Subdivision, and Sign Code updates. Second reading of the bill is scheduled for February 18, and the revised Code would be effective immediately.

Teleo Coffee (PZ-3-21) was approved, and they applied for a permit for a temporary outdoor activity. The restaurant on Manchester Road in front of EZ Storage is proceeding forward. The three-unit condominium building at 144 West Adams Avenue was approved. Starbucks request for a Special Use Permit at 300 South Kirkwood Road was denied. Peppe’s Apartment 2 (PZ-6-21) Special Use Permit Amendment was approved. Opus advised the City they will not be pursing their request for a multi-family building at 300 North Kirkwood Road. Harmony Homes has not submitted an application yet for the property at 600 North Ballas Road, and all Commissioners were advised to provide any information they receive from residents or the applicant to staff.

There being no further business, motion was made by Commissioner Evens and seconded by Commissioner Diel to adjourn at 8:00 p.m. The next meeting will be held via Zoom on March 3, 2021, at 7 p.m.

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Jim Adkins, Chair

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David Eagleton, Secretary/Treasurer

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