

**CITY OF DARDENNE PRAIRIE  
2032 HANLEY ROAD  
DARDENNE PRAIRIE, MO 63368**

**PLANNING & ZONING COMMISSION  
AGENDA  
SEPTEMBER 9, 2020  
7:00 P.M.**

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**CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** Mayor Zucker  
Alderman Wandling  
Chairman Etzkorn  
Commission members:  
Bailey  
Brockmann  
Helms  
Rowley  
Seurer  
Shea  
Stankovich  
Wooldridge

**OPEN FORUM**

**PUBLIC HEARING**

1. Conditional Use Permit Application for 'General Store and Retail Trade' for an approximate 1,146 square feet of Lot 4 of Town Square subdivision that is commonly known as 7849 Town Square Avenue and more particularly described in the Conditional Use Permit Application received by the City on July 30, 2020, from Applicant Shamans Destiny, LLC and Property Owner Dos Lagos Spe, LLC.
2. Rezoning Request for the southernmost 18,128 square feet of the land commonly known as 7231 Highway N and the 1<sup>st</sup> Amended P.U.D. Area Plan for the approximate 10.25 acres of land commonly known as 7231 Highway N and both more particularly described in the Rezoning Request and 1<sup>st</sup> Amended P.U.D. Area Plan received by the City on July 29, 2020, on file with the City Clerk from Applicant and Owner Luetkenhaus Properties.
3. Rezoning Request and P.U.D. Request – Area Plan for the approximate 10.97 acres of land being Outlot B of BaratHaven from Applicant St. Charles Engineering & Surveying, Inc. and Property Owner Simmons First National Bank.
4. Comprehensive Plan.

**NEW BUSINESS**

1. Conditional Use Permit Application for 'General Store and Retail Trade' for an approximate 1,146 square feet of Lot 4 of Town Square subdivision that is commonly known as 7849 Town Square Avenue and more particularly described in the Conditional Use Permit Application received by the City on July 30, 2020, from Applicant Shamans Destiny, LLC and Property Owner Dos Lagos Spe, LLC.

2. Rezoning Request for the southernmost 18,128 square feet of the land commonly known as 7231 Highway N and the 1<sup>st</sup> Amended P.U.D. Area Plan for the approximate 10.25 acres of land commonly known as 7231 Highway N and both more particularly described in the Rezoning Request and 1<sup>st</sup> Amended P.U.D. Area Plan received by the City on July 29, 2020, on file with the City Clerk from Applicant and Owner Luetkenhaus Properties.
3. 1<sup>st</sup> Amended P.U.D. Final Plan for the approximate 10.25 acres of land commonly known as 7231 Highway N and both more particularly described in the Final Plan received by the City on July 29, 2020, on file with the City Clerk from Applicant and Owner Luetkenhaus Properties.
4. Rezoning Request and P.U.D. Request – Area Plan for the approximate 10.97 acres of land being Outlot B of BaratHaven from Applicant St. Charles Engineering & Surveying, Inc. and Property Owner Simmons First National Bank.
5. RESOLUTION NO. 2020-01  
A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI AMENDING, RESTATING AND ADOPTING THE COMPREHENSIVE PLAN FOR THE CITY OF DARDENNE PRAIRIE, MISSOURI

## **APPROVAL OF MINUTES**

Approval of 08-12-20 Minutes

## **COMMISSION COMMUNICATIONS**

## **ADJOURNMENT**

## **RESOLUTION NO. 2020-01**

### **A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI AMENDING, RESTATING AND ADOPTING THE COMPREHENSIVE PLAN FOR THE CITY OF DARDENNE PRAIRIE, MISSOURI**

**WHEREAS**, pursuant to the authority granted under Revised Missouri Statutes Sections 89.300 to 89.490, and Chapter 400 of the Municipal Code of the City of Dardenne Prairie, Missouri, the City of Dardenne Prairie, Missouri desires to amend, restate and adopt a Comprehensive Plan for the City; and

**WHEREAS**, the Planning and Zoning Commission's review and consideration of proposed amendments to the Comprehensive Plan involved months of study and analysis, multiple public meetings at which the Comprehensive Plan could be discussed, input from residents, property owners and other affected parties; and

**WHEREAS**, the Planning and Zoning Commission made careful and comprehensive surveys and studies of existing conditions and probable future growth of the City; and

**WHEREAS**, on September 9, 2020, the Planning and Zoning Commission conducted a Public Hearing on the proposed Comprehensive Plan after having published notice in a newspaper of general publication in the City at least fifteen (15) days' prior to the time and place of such hearing, and posting notice on the City's website, with such posting including a link to a draft copy of the Comprehensive Plan; and

**WHEREAS**, the Comprehensive Plan sets forth policy regarding the physical development of the City; and

**WHEREAS**, the Comprehensive Plan, with accompanying maps, plats, charts and descriptive and explanatory matter, shows the Commission's recommendations for the physical development and uses of land, the general location, character and extent of streets and other public ways, grounds, places and spaces; the general location and extent of public utilities and terminals, whether publicly or privately owned; the acceptance, widening, removal, extension, relocation, narrowing, vacation, abandonment or change of use of any of the foregoing; the general location and extent of relocation and improvement of public buildings; for adequate drainage facilities and control; and for such other matters as may be beneficial to the City; and

**WHEREAS**, the Comprehensive Plan contains a statement of goals, objectives, standards, and principles sought to be embodied therein; and

**WHEREAS**, the Comprehensive Plan seeks to guide and accomplish the coordinated development of the City which, in accordance with existing and future needs, will best promote the general welfare, as well as efficiency and economy, in the community development process.

**NOW THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:**

1. That the Dardenne Prairie Comprehensive Plan, Vision 2020, attached hereto as “Exhibit A” and incorporated by reference herein, be and is hereby amended, restated and adopted as the Comprehensive Plan for the City, and the Commission hereby orders that the Plan be made available to the public.
2. All maps, descriptive matter and other matters in the Comprehensive Plan are intended by the Commission to be a part of the Dardenne Prairie Comprehensive Plan, Vision 2020.
3. That the Chairman of the Planning and Zoning Commission is hereby authorized and directed to certify a copy of the Comprehensive Plan, Vision 2020, to the Board of Aldermen and the City Clerk.
4. The City Clerk of the City of Dardenne Prairie is hereby authorized and directed to:
  - a. Cause a copy of the Comprehensive Plan, Vision 2020, to be filed with the Office of the St. Charles County Recorder of Deeds;
  - b. File the Comprehensive Plan, Vision 2020, in the office of the Commission;
  - c. Give a certified copy of the Comprehensive Plan, Vision 2020, to the Board of Aldermen; and
  - d. Maintain a copy of the Comprehensive Plan on file in the office of the City Clerk for public inspection during normal office hours.

**The Dardenne Prairie Comprehensive Plan, Vision 2020, shall be reviewed periodically by the Planning and Zoning Commission, Board of Aldermen and City Staff to maintain a current and progressive City Plan.**

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Ed Etzkorn, Chairman

\_\_\_\_\_  
Stephanie Brockman, Secretary

EXHIBIT A  
[ATTACH COMPREHENSIVE PLAN]

## PLANNING & ZONING MINUTES

August 12, 2020

The City of Dardenne Prairie Planning & Zoning Commission meeting was called to order at 7:00 p.m. The meeting was held at the Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance.

Present at roll call were Mayor Zucker, Alderman Wandling, Chairman Etzkorn and Commissioners Shea, Bailey, Stankovich, Rowley, Wooldridge, Helms and Seurer. Also present were Deputy City Clerk Carmen Breckenridge, City Administrator Dan Lang, City Engineer Luke Kehoe and City Attorney John Young.

Chairman Etzkorn asked for a motion to move Old Business item 1 up on the agenda and then go to Open Forum. A motion was made by Alderman Wandling, seconded by Mayor Zucker to move Old Business item 1 up on the agenda, followed by the Open Forum. Motion passed unanimously.

### OLD BUSINESS

1. Rezoning Request and P.U.D. Request – Area Plan for the proposed “Dardenne Place Villas” Residential Subdivision from Applicant Riverview Real Estate Company, L.L.C. and Property Owner Dardenne Partnership.

Dale Bax with Bax Engineering and Bill Kemp with Kemp Homes were in attendance to present the proposal.

### OPEN FORUM

The following individuals were in attendance to speak about the proposed “Dardenne Place Villas”:

Brad Barden of 2004 Dardenne Valley Dr.  
Eric Brunner of 33 Barrington Lake Dr  
Sabrina Follett of 1610 Brett Ridge Dr.

A motion was made by Alderman Wandling, seconded by Commissioner Bailey to recommend to the Board of Aldermen that the proposed rezoning and PUD request be approved.

Roll call was follows:

Chairman Etzkorn – Aye	Commissioner Wooldridge – Aye
Alderman Wandling – Aye	Commissioner Rowley – Aye
Commissioner Stankovich – Aye	Commissioner Helms – Aye
Commissioner Bailey – Aye	Commissioner Shea – Aye
Mayor Zucker – Aye	Commissioner Seurer – Aye

### OPEN FORUM

The daughter of property owners of 2540 Technology Drive was in attendance to inquire about the future land use of that property.

**OLD BUSINESS**

**2. Comprehensive Plan**

John Brancaglione of PGAV was in attendance to discuss the Comprehensive Plan.

A motion was made by Commissioner Rowley, seconded by Commissioner Wooldridge to hold a Public Hearing for the Comprehensive Plan on September 9, 2020. Motion passed unanimously.

**APPROVAL OF MINUTES**

Approval of 07-08-20 Minutes

A motion was made by Commissioner Rowley, seconded by Commissioner Bailey to approve the 07-08-20 minutes. Motion passed unanimously.

**COMMISSION COMMUNICATIONS**

Mayor Zucker mentioned his August 10<sup>th</sup> trip with County Executive Steve Ehlmann to Jefferson City to meet with the Lt. Governor to discuss the City's highway projects.

**ADJOURNMENT**

A motion was made by Alderman Wandling, seconded by Commissioner Shea to adjourn the meeting at approximately 8:44 p.m. Motion passed unanimously.

Respectfully submitted,

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Carmen Breckenridge, Deputy City Clerk

## MEMO

**TO:** Dardenne Prairie Planning and Zoning Commission

**FROM:** Luke R. Kehoe, PE, PLS, CFM  
Kehoe Engineering Company, Inc. (KEC)

**DATE:** September 3, 2020

**SUBJECT:** Planning and Zoning Commission Meeting Scheduled for September 9, 2020

Items for consideration at this meeting include:

### PUBLIC HEARINGS:

1. **Conditional Use Permit Application for 'General Store and Retail Trade' for an approximate 1,146 square feet of Lot 4 of Town Square subdivision that is commonly known as 7849 Town Square Avenue and more particularly described in the Conditional Use Permit Application received by the City on July 30, 2020, from Applicant Shamans Destiny, LLC and Property Owner Dos Lagos Spe, LLC.** On July 30, 2020, the City received a conditional use permit application for the proposed use of 'general store and retail trade' for the commercial space at 7849 Highway N (a.k.a. 7849 Town Square Avenue). This land is currently zoned "C-3" Retail Commercial District. A conditional use permit is required for the land use of general store and retail trade.

Upon review of the conditional use permit application, the enclosed "1<sup>st</sup> Review" comment letter was sent to the applicant on August 10, 2020. On August 26, 2020, the City received the enclosed updated conditional use permit application.

2. **Rezoning Request for the southernmost 18,128 square feet of the land commonly known as 7231 Highway N and the 1<sup>st</sup> Amended P.U.D. Area Plan for the approximate 10.25 acres of land commonly known as 7231 Highway N and both more particularly described in the Rezoning Request and 1<sup>st</sup> Amended P.U.D. Area Plan received by the City on July 29, 2020, on file with the City Clerk from Applicant and Owner Luetkenhaus Properties.** On July 29, 2020, the City received the enclosed Rezoning Request and a 1<sup>st</sup> Amended P.U.D. Plan for the proposed "Arden Pointe" residential subdivision. The original P.U.D. area plan for "Arden Pointe" was approved through the Planning and Zoning Commission by the Board of Aldermen via ordinance No. 1993 on December 18, 2019. Since that time, the developer's surveyor discovered that the northern right-of-way line for Highway N is further south than as shown in the currently approved P.U.D. area plan and the applicant has revised the P.U.D. area plan to reflect as such.

Upon review of the amended P.U.D. area plan, the enclosed "1<sup>st</sup> Review" comment letter was sent to the applicant's engineer on August 14, 2020. On August 17, 2020, the City received the enclosed 1<sup>st</sup> Amended P.U.D. Area Plan.

The enclosed rezoning request and 1<sup>st</sup> amended P.U.D. area plan incorporate this additional area into the proposed "Arden Pointe" P.U.D. development. The proposed 1<sup>st</sup> amended P.U.D. area plan is very similar to the original P.U.D. area plan with minor changes, including a shifting of the lots due to the additional approximate 18,128 square feet of proposed development near Highway N and a proposed dry detention basin.



3. **Rezoning Request and P.U.D. Request – Area Plan for the approximate 10.97 acres of land being Outlot B of BaratHaven from Applicant St. Charles Engineering & Surveying, Inc. and Property Owner Simmons First National Bank.** On August 6, 2020, the City received the enclosed Rezoning Request and P.U.D. Request – Area Plan for the proposed “The Courtyards at BaratHaven” residential subdivision. Upon review of the P.U.D. area plan, the enclosed “1<sup>st</sup> Review” comment letter was sent to the applicant’s engineer on August 17, 2020. On August 28, 2020, the City received the enclosed P.U.D. Area Plan. Upon review the enclosed “2<sup>nd</sup> Review” comment letter was sent to the applicant’s engineer on September 3, 2020.
4. **Comprehensive Plan.**

**NEW ITEMS:**

1. **Conditional Use Permit Application for ‘General Store and Retail Trade’ for an approximate 1,146 square feet of Lot 4 of Town Square subdivision that is commonly known as 7849 Town Square Avenue and more particularly described in the Conditional Use Permit Application received by the City on July 30, 2020, from Applicant Shamans Destiny, LLC and Property Owner Dos Lagos Spe, LLC.** From Item 1 above.
2. **Rezoning Request for the southernmost 18,128 square feet of the land commonly known as 7231 Highway N and the 1<sup>st</sup> Amended P.U.D. Area Plan for the approximate 10.25 acres of land commonly known as 7231 Highway N and both more particularly described in the Rezoning Request and 1<sup>st</sup> Amended P.U.D. Area Plan received by the City on July 29, 2020, on file with the City Clerk from Applicant and Owner Luetkenhaus Properties.** From Item 2 above.
3. **1<sup>st</sup> Amended P.U.D. Final Plan for the approximate 10.25 acres of land commonly known as 7231 Highway N and both more particularly described in the Final Plan received by the City on July 29, 2020, on file with the City Clerk from Applicant and Owner Luetkenhaus Properties.** On July 29, 2020, the City received the enclosed 1<sup>st</sup> Amended P.U.D. Request – Final Plan for the proposed “Arden Pointe” residential subdivision. The original P.U.D. final plan for “Arden Pointe” was approved through the Planning and Zoning Commission by the Board of Aldermen via ordinance No. 2029 on June 17, 2020. The proposed 1<sup>st</sup> amended P.U.D. final plan is nearly identical to the currently approved P.U.D. final plan for this development.  
  
Upon review of the amended P.U.D. area plan, the enclosed “1<sup>st</sup> Review” comment letter was sent to the applicant’s engineer on August 14, 2020. On August 17, 2020, the City received the enclosed 1<sup>st</sup> Amended P.U.D. Final Plan.
4. **Rezoning Request and P.U.D. Request – Area Plan for the approximate 10.97 acres of land being Outlot B of BaratHaven from Applicant St. Charles Engineering & Surveying, Inc. and Property Owner Simmons First National Bank.** From Item 3 above.
5. **Comprehensive Plan.** From Item 4 above.

**EXISTING ITEMS:**

1. None.

**INFORMATION ONLY:**

1. None.

Enclosures

cc: Board of Aldermen  
Kim Clark, City Clerk  
John Young, City Attorney