



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

**PLANNING & ZONING COMMISSION
AGENDA
DECEMBER 8, 2021
7:00 P.M.**

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL Alderman Wandling
 Chairman Etzkorn
 Commission members:
 Bailey
 Brockmann
 Detweiler
 Helms
 Rowley
 Shea
 Stankovich
 Wooldridge

OPEN FORUM

NEW BUSINESS

1. P.U.D. Request – Final Plan for the proposed “Inverness Phase 3” for the northwestern approximately 48.70 acres of the land commonly known as 1575 Bryan Road and more particularly described in the P.U.D. Request – Area Plan application received by the City on June 8, 2021, on file with the City Clerk from Applicant McKelvey Homes, LLC and Property Owner Cora Bopp Family Limited Partnership.
2. 2022 Submittal and Meeting Calendar

APPROVAL OF MINUTES

Approval of 11-10-21 Minutes
Approval of 11-30-21 Special Meeting Minutes

COMMISSION COMMUNICATIONS

ADJOURNMENT

MEMO

TO: Dardenne Prairie Planning and Zoning Commission
FROM: James W. Knowles II, City Administrator
DATE: December 8th, 2021
SUBJECT: Planning and Zoning Commission Meeting Scheduled for December 8th, 2021

Items for consideration at this meeting include:

PUBLIC HEARINGS:

1. None.

NEW ITEMS:

1. P.U.D. Request – Final Plan for the proposed “Inverness Phase 3” for the northwestern approximately 48.70 acres of the land commonly known as 1575 Bryan Road and more particularly described in the P.U.D. Request – Area Plan application received by the City on June 8, 2021, on file with the City Clerk from Applicant McKelvey Homes, LLC and Property Owner Cora Bopp Family Limited Partnership. On June 8, 2021, the City received a rezoning request and P.U.D. Request – Area Plan and traffic study.

On July 14th, 2021 the PUD Request was recommended for approval by the P&Z Commission and the Board of Alderman approved said request at the July 21st, 2021 meeting of the Board.

On October 25th, a Final Plan and PUD Request – Final Plan was submitted by the applicant and reviewed by the Interim City Engineer. The City Engineer comments dated November 1st are enclosed. The applicant submitted a revised plan on November 4th which was reviewed and approved by the City Engineer in his enclosed letter dated November 9th, 2021. The applicant submitted the most recent set of Final Plans on November 18th, 2021, they are enclosed in your packet.

EXISTING ITEMS:

None.

INFORMATION ONLY:

1. None.

Enclosures

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



16020 Swingley Ridge Road | Suite 205
Chesterfield, MO 63017
Main 636.519.0900 • Fax 713.966.0044

HRGREEN.COM

November 9, 2021

Mr. Timothy J. Meyer, PE
Volz
10849 Indian Head Inc. Blvd.
St. Louis, Missouri 63132-1166

Re: Inverness -- Phase 3
Final Plan
Review 2

Dear Mr. Meyer:

We received the referenced revised Final Plan and application fees dated November 4, 2021. Based on our review of the revised plan the plan meets the city code requirements; and therefore we are recommending that this be placed on the agenda for the planning and zoning commission and the board of aldermen for consideration.

Please submit 23 copies of the revised plans to city hall. If you have any questions, please contact me at 636.541.6636 or via email at jchojnka@hrgreen.com.

Sincerely,

HR GREEN, INC.

A handwritten signature in black ink, appearing to read 'John Chojnka'.

John Chojnka, PE
Associate
Interim City Engineer – City of Dardenne Prairie

CC: James Knowles, III – City Administrator
Terri Voss – Administrative Coordinator



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► HRGREEN.COM

November 1, 2021

Mr. Timothy J. Meyer, PE
Volz
10849 Indian Head Inc. Blvd.
St. Louis, Missouri 63132-1166

Re: Inverness – Phase 3
Final Plan
Review 1

Dear Mr. Meyer:

We received the referenced Final Plan and the PUD Request – Final Plan application dated October 25, 2021. If the PUD application fee has not been submitted to the city clerk, please do so in the amount of \$1680.05 to the city clerk. We have reviewed the submittal and have the following comments for your consideration:

1. PUD Final Plan

- a. Sheet 1 or 2 – Indicate which lots or north or south villages are to be served by O'Fallon Water and Sewer, PWSD #2 and Duckett Creek Sanitary District.
- b. Sheet 2 – Add a note that no modifications have been made to this final plan from the area plan except the additional information required by the final plan.
- c. Sheet 2 – The Approved Deviations from the Area Plan (approved) indicate the side yard setback is reduced from 10' to 6'. However, the typical Lot layouts indicate a 7' side yard setback. Please have these match or add an explanation why they are different.
- d. Sheet 3 and 4 – Show the proposed finish floor structure elevations (approximate) on the individual lots per section 405.290 A.5 of the city code.
- e. Sheet 3 – On lots 370, 353 and 342 the proposed trail is not shown in the designated common ground areas or within proposed easements. Please correct/clarify.
- f. Sheet 3 – At the Southeast corner of lot 371, there is a callout of an 18" RCP but no pipe is shown. Please clarify.
- g. Sheet 3 and 4 – South of lot 267, there is a callout of a 24" RCP but no pipe is shown. Please clarify.
- h. Sheets 3 and 4 – Indicate the anticipated size of the storm sewers. Some are labeled but several are not.

2. Landscape Plan

- a. Sheet 1 – Add a note indicating: Lots having more than forty percent (40%) open space must have a minimum of ten percent (10%) of the total lot landscaped with trees, shrubs, living ground cover or plant material other than grass. Square foot credits for the purpose of calculating percentages of landscaped area are detailed in the "Arboricultural Specifications Manual", per section 515.100 A.1.b.

Please submit 2 copies of the revised plans and a letter indicating how the above comments have been addressed. If you have any questions, please contact me at 636.541.6636 or via email at jchoinka@hrgreen.com.



HRGreen.

Sincerely,

HR GREEN, INC.

A handwritten signature in black ink, appearing to read 'John Choinka', written over a light blue horizontal line.

John Choinka, PE

Associate

Interim City Engineer – City of Dardenne Prairie

CC: James Knowles, III – City Administrator

▶ Timothy J. Meyer, PE

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November 1, 2021



City of Dardenne Prairie, Missouri Submittal and Meeting Calendar 2022

Planning and Zoning Commission – 2nd Wednesday of the month

Planning and Zoning Commission Meetings begin at 7:00 p.m.

Board of Aldermen – 1st and 3rd Wednesdays of the month

*Board of Aldermen Meetings begin at 7:00 p.m.
(Board of Aldermen Work Sessions are held at 6:00 pm)*

All meetings are held at City Hall located at 2032 Hanley Road, Dardenne Prairie, Missouri 63368

PLANNING & ZONING COMMISSION				
REZONING, CONDITIONAL USE & NEW COMMUNITY PLANS**	PLATS, LOT SPLITS, SITE PLANS & PUD FINAL PLANS			
APPLICATION DEADLINE	SUBMISSION DEADLINE	COMMENTS TO APPLICANT	RESUBMISSION DEADLINE	MEETING DATE
12/06/2021	12/08/2021	12/17/2021	12/23/2021*	01/12/2022
01/03/2022	01/05/2022	01/14/2022	01/21/2022	02/09/2022
02/01/2022	02/02/2022	02/11/2022	02/18/2022	03/09/2022
03/07/2022	03/09/2022	03/18/2022	03/25/2022	04/13/2022
04/04/2022	04/06/2022	04/15/2022	04/22/2022	05/11/2022
05/02/2022	05/04/2022	05/13/2022	05/20/2022	06/08/2022
06/06/2022	06/08/2022	06/17/2022	06/24/2022	07/13/2022
07/05/2022	07/06/2022	07/15/2022	07/22/2022	08/10/2022
08/03/2022	08/10/2022	08/19/2022	08/26/2022	09/14/2022
09/06/2022	09/07/2022	09/16/2022	09/23/2022	10/12/2022
10/03/2022	10/05/2022	10/15/2022	10/21/2022	11/09/2022
11/07/2022	11/09/2022	11/18/2022	11/25/2022	12/14/2022*

BOARD OF ALDERMEN		
MASTER SIGN PLAN, TEMPORARY USE & OTHER AGENDA ITEMS**		
APPLICATION DEADLINE	FIRST MEETING DATE	SECOND MEETING DATE
12/29/2021	01/05/2022	01/19/2022
01/26/2022	02/02/2022	02/16/2022
02/23/2022	03/02/2022	03/16/2022
03/30/2022	04/06/2022	04/20/2022
04/27/2022	05/04/2022	05/18/2022
05/25/2022	06/01/2022	06/15/2022
06/29/2022	07/06/2022	07/20/2022
07/27/2022	08/03/2022	08/17/2022
08/31/2022	09/07/2022	09/21/2022
09/28/2022	10/05/2022	10/19/2022
10/26/2022	11/02/2022	11/16/2022
11/30/2021	12/07/2022	12/21/2022

Note: Variances must be heard by the Board of Adjustment, which meets on an "as-needed" basis.

** Items that require publication must be submitted at least 37 days prior to meeting date

* Denotes Holiday Schedule

PLANNING & ZONING MINUTES

NOVEMBER 10, 2021

The City of Dardenne Prairie Planning & Zoning Commission meeting was called to order at 7:03 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 Alderman Wandling, Chairman Etzkorn and Commissioners Bailey, Brockmann, Detweiler, Helms, Shea, Stankovich and Wooldridge. Commissioner Rowley was absent. Also present were City Clerk Kim Clark, City Administrator James Knowles, acting City Engineer John Choinka and City Attorney John Young.

OPEN FORUM – No one present to speak.

PUBLIC HEARING

1. Rezoning Request and P.U.D. Request – Area Plan for the approximately 9.16 acres of the land commonly known as Hanley Hollow Lot 2 and more particularly described in the P.U.D. Request – Area Plan application received by the City on October 4th, 2021, on file with the City Clerk from Applicant Rolwes Co. and Property Owner Harold P Henke Rev. Living Trust

Adam Baer & Mike Vonderheide were in attendance to present the proposal.

The following individuals were in attendance to speak:

Bob Mueller
Dave Zeizer
Len Meier
Dave Spotanski
Christine Bridges

A motion was made by Commissioner Wooldridge, seconded by Commissioner Brockman to close the Public Hearing. Motion passed unanimously.

NEW BUSINESS

1. Rezoning Request and P.U.D. Request – Area Plan for the approximately 9.16 acres of the land commonly known as Hanley Hollow Lot 2 and more particularly described in the P.U.D. Request – Area Plan application received by the City on October 4th, 2021, on file with the City Clerk from Applicant Rolwes Co. and Property Owner Harold P Henke Rev. Living Trust.

A motion was made by Commissioner Wooldridge, seconded by Commissioner Bailey to recommend denying the request to the Board of Aldermen. Roll call was as follows:

Commissioner Stankovich – Aye	Commissioner Brockmann – Nay
Commissioner Helms – Nay	Alderman Wandling – Aye
Commissioner Detweiler – Aye	Commissioner Shea – Nay
Commissioner Bailey – Aye	Chairman Etzkorn – Nay
Commissioner Wooldridge – Aye	Commissioner Rowley – Absent

APPROVAL OF MINUTES

Approval of 08-11-21 Minutes

PLANNING & ZONING MINUTES

NOVEMBER 10, 2021

A motion was made by Commissioner Shea, seconded by Commissioner Stankovich to approve the amended 08-11-21 minutes. Motion passed unanimously.

COMMISSION COMMUNICATIONS

ADJOURNMENT

A motion was made by Commissioner Bailey, seconded by Commissioner Detweiler to adjourn the meeting at 8:07 p.m.

Respectfully submitted,

Kim Clark, City Clerk

The City of Dardenne Prairie Planning & Zoning Commission special meeting was called to order at 5:30 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 Alderman Wandling, Chairman Etzkorn and Commissioners Bailey, Detweiler, Helms, Rowley, Shea, Stankovich and Wooldridge. Commissioner Brockmann was absent. Also present were City Clerk Kim Clark, City Administrator James Knowles, acting City Engineer John Choinka and City Attorney John Young.

OPEN FORUM – No one present to speak.

NEW BUSINESS

1. Request from Board of Aldermen to reconsider the Rezoning Request and P.U.D. Request – Area Plan for the approximately 9.16 acres of the land commonly known as Hanley Hollow Lot 2 and more particularly described in the P.U.D. Request – Area Plan application received by the City on October 4th, 2021, on file with the City Clerk from Applicant Rolwes Co. and Property Owner Harold P Henke Rev. Living Trust

Adam Baer was in attendance to present the proposal.

Bob Mueller was in attendance and spoke on the proposal.

A motion was made by Commissioner Shea, seconded by Commissioner Bailey to recommend approval to the Board of Aldermen with the following conditions:

Front yard setbacks for Lots 20 and 21, as depicted on the Area Plan, shall be no less than thirty-five (35) feet

The chain link fence located on the property must be removed

Trees shall be planted on the lots and outside of any streets or rights-of-way

Roll call was as follows:

Commissioner Stankovich – Aye
Commissioner Helms – Aye
Commissioner Detweiler – Aye
Commissioner Bailey – Aye
Commissioner Wooldridge – Nay

Commissioner Brockmann – Absent
Alderman Wandling – Nay
Commissioner Shea – Aye
Chairman Etzkorn – Aye
Commissioner Rowley – Nay

ADJOURNMENT

A motion was made by Commissioner Bailey, seconded by Commissioner Shea to adjourn the meeting at 6:00 p.m.

Respectfully submitted,

Kim Clark, City Clerk