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

BOARD OF ALDERMEN
WORKSHOP AGENDA
FEBRUARY 15, 2017
5:30 p.m.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ITEMS FOR DISCUSSION AND CONSIDERATION

1. Gary Schneider of Grace Hauling – Smaller Trash Bins (Mayor)
2. Authorize Appointment of new Municipal Prosecuting Attorney (Mayor)
3. Short Term Goals (0 – 3 year projects)
4. Long Term Goals (3 – 10 year projects)
5. Review of Board of Aldermen Meeting Agenda (02-15-17)

STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer
3. Staff
4. Aldermen
5. Mayor

CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section _____

Litigation and Privileged Communications (1)
Real Estate (2)
Personnel (3)
Labor (9)
Bid Specs (11)
Audit (17)

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

Kim Clark

From: David Zucker
Sent: Monday, January 30, 2017 12:23 PM
To: Kim Clark
Subject: Agenda for Feb 15 BOa Workshop

Please put Gary Schneider on the agenda to discuss smaller trash bins.

DZ

RBA FORM (OFFICE USE)
MEETING DATE: **February 15, 2017**
Regular (X) Work Session (X)
ATTACHMENT: YES (X) NO ( )
Contract ( ) Ordinance (X) Other ( )

Request for Board Action
By: Mayor ZUCKER

Ward: All

- **Description: Authorize Appointment of a new Municipal Prosecuting Attorney for the City of Dardenne Prairie**

Recommendation: Staff – Approve (X) Disapprove ( )

- The transitions required by Senate Bill 5 and Supreme Court Rule 37 prompted a review of all missions related to enforcement of the City's ordinances in Municipal Court. After discussions with the Municipal Judge, City Attorneys and city staff, the Mayor contacted 5 attorneys who have experience as municipal prosecutors and municipal judges and whose practices bring them into municipal courts.
- Four attorneys were interviewed by the Mayor and Court Administrator who each independently ranked the candidates. The independent rankings were identical.
- Jeff Sandcork was judged the most appropriate candidate and was, by coincidence the lowest 'bidder."
- Informal consultations in the legal community and with the Municipal Judge reinforced the judgments of the Mayor and Court Administrator.
- The new Municipal Prosecutor would take over effective March 1.
- The Prosecutor is to come to City Hall twice a week to sign tickets and process requests for disposition received from defendants, so that work does not stack up. He is to appear once a month for Municipal Court. This comes roughly to about 120 hours per year. The Prosecutor's salary is $13,200 per year (about $110 per hour), well within the budget line item 188, ($20,000 was budgeted). There may be extra work (such as jury trials) for which an hourly rate of $200 would apply.
- An administrative assistant to the prosecutor has been hired effective February 3, 2017. FYI, her costs are covered by Line item 195 in the budget.

- **Budget Impact: Expense to the City is $13,200 in FY 2017 well within budget.**

RBA requested by: Mayor Zucker

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

BOARD OF ALDERMEN
MEETING AGENDA
FEBRUARY 15, 2017
7:00 p.m.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

ROLL CALL
- Mayor Zucker
- Alderman Klingerman
- Alderman Nay
- Alderman Gotway
- Alderman Koch
- Alderman Wandling
- Alderman Santos

OPEN FORUM

CONSENT AGENDA
1. Board of Aldermen Minutes 2-1-17
2. Workshop Summary 2-1-17
3. Expenditures for Approval 2-15-17
4. Escrow Release – Final – McKelvey Homes – Leighton Hollow – Various Lots - $7,798.36

ITEMS REMOVED FROM CONSENT AGENDA

PUBLIC HEARINGS

1. A Conditional Use Permit Application for an approximate 12.26 acres of land more or less commonly known as 1550 Feise Road located south of Feise Road and approximately 900 feet west of Hanley Road and more particularly described in the Conditional Use Permit Application received by the City on January 4, 2017, from Applicant Bax Engineering and Property Owner Wentzville R-IV School District.

NEW BUSINESS

1. **Bill # 17-09**
   AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING OF A CONDITIONAL USE PERMIT FOR PROPERTY ZONED R-1A, SINGLE-FAMILY RESIDENTIAL AND LOCATED AT 1550 FEISE ROAD, AND APPROVING A SITE PLAN FOR SAME

2. **Bill # 17-10**
   AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE APPOINTMENT OF JEFF SANDCORK AS MUNICIPAL PROSECUTING ATTORNEY FOR THE CITY OF DARDENNE PRAIRIE, MISSOURI

STAFF COMMUNICATIONS

1. City Attorney
2. City Engineer
3. Staff
4. Aldermen
5. Mayor

CLOSED SESSION

Roll call vote to hold closed session pursuant to RSMo 610.021 section _____

Litigation and Privileged Communications (1)
Real Estate (2)
Personnel (3)
Labor (9)
Bid Specs (11)
Audit (17)

RETURN TO REGULAR MEETING AGENDA

ADJOURNMENT

The City of Dardenne Prairie Board of Aldermen meeting was called to order at 7:00 p.m. The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance led by Troop 5104 followed by the invocation by Alderman Koch.

Present at roll call were Aldermen Gotway, Santos, Wandling, Klingerman, Koch and Nay. Mayor Zucker was absent. Also present were City Clerk Kim Clark, City Engineer Luke Kehoe and City Attorney John Young. Staff member Jeff Amelong was also in attendance.

OPEN FORUM – No one present to speak.

CONSENT AGENDA

1. Board of Aldermen Minutes 1-18-17
2. Workshop Summary 1-18-17
3. Expenditures for Approval 02-01-17

With no objections, the consent agenda was approved.

NEW BUSINESS

A motion was made by Alderman Wandling, Seconded by Alderman Koch to read Bill #17-8 for the first time by short title only. Motion passed unanimously.

Bill # 17-8

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING ACCEPTING THE PROPOSAL FROM BOTZ, DEAL AND COMPANY, P.C. AS THE LOWEST AND BEST PROPOSAL FOR AUDITING SERVICES, AND AUTHORIZING THE MAYOR TO ENGAGE BOTZ, DEAL & COMPANY, P.C. FOR AUDITING SERVICES

A motion was made by Alderman Klingerman, Seconded by Alderman Gotway to read Bill #17-8 for the second time by short title only. Motion passed unanimously.

A motion was made by Alderman Gotway, Seconded by Alderman Santos to put Bill #17-8 to final vote. Roll call was as follows:

Alderman Koch – Aye	Alderman Klingerman- Aye
Alderman Santos – Aye	Alderman Gotway - Aye
Alderman Nay – Aye	Alderman Wandling - Aye

Acting President of the Board of Aldermen Nay declared Bill #17-8 passed and designated it to be Ordinance #1841.

A motion was made by Alderman Koch, Seconded by Alderman Wandling to accept Resolution #279. Motion passed unanimously.

Resolution #279

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, CONSENTING TO THE MAYOR'S APPOINTMENT OF DALE GROVE TO THE BOARD OF DIRECTORS OF THE BARATHAVEN COMMUNITY IMPROVEMENT DISTRICT

ADJOURNMENT

A motion was made by Alderman Santos, Seconded by Alderman Gotway to adjourn the meeting at 7:05 p.m. Motion passed unanimously.

Respectfully submitted,

_____

Kim Clark
City Clerk

WORKSHOP SUMMARY **FEBRUARY 1, 2017**

The City of Dardenne Prairie workshop session was called to order at 5:30 p.m.
The meeting was held at Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance.

The following were in attendance: Aldermen Gotway, Nay, Santos, Klingerman, Koch and Wandling. Mayor Zucker was absent. Also present were City Clerk Kim Clark, City Engineer Luke Kehoe and City Attorney John Young. Staff member Jeff Amelong was also in attendance.

ITEMS FOR DISCUSSION AND CONSIDERATION

1. Possible Projects for Federal Funding Transportation Improvement Program (Kehoe)
2. Audit Services (Mayor)
3. Short Term Goals (0 – 3 year projects)
4. Long Term Goals (3 – 10 year projects)
5. Review of Board of Aldermen Meeting Agenda (02-01-17)

STAFF COMMUNICATIONS

Staff member Amelong mentioned an application received for a digital upgrade to the billboard located off I-64 on the Ungerboeck property.
Alderman Klingerman mentioned the liquor license procedures.
Alderman Nay mentioned an email from the Mayor regarding an incident at BaratHaven Park.

ADJOURNMENT

A motion was made by Alderman Gotway, Seconded by Alderman Santos to adjourn the meeting 6:25 p.m. Motion passed unanimously.

Respectfully submitted,

_____
Kim Clark, City Clerk

EXPENDITURES FOR APPROVAL
2/15/2017

1	AFLAC	January, 2017	210.36
2	Ameren	Street Lights to 2/2	53.51
3	Ameren	City Hall	1,517.10
4	Ameren	Concession Stand	160.23
5	Ameren	Hanley Traffic Light	10.24
6	Ameren	Hanley Traffic Light 2	50.30
7	Ameren	Ball Park	165.09
8	Ameren	City Hall Park	189.12
9	First Bank	Credit Card Charges	292.54
10	GFI Digital	Switch & Firepower Service	2,425.07
11	GFI Digital	Copies	621.32
12	Insurance: FCL Dental	Dental: March, 2017	196.70
13	LAGERS	January, 2017	3,163.73
14	MACA	Conference: Amelong	225.00
15	McKelvey Homes. LLC	Escrow Releases - Various Lots	7,798.36
16	MO Assoc of Code Administrators	Annual Dues: Amelong	25.00
17	MyGov	February, 2017	720.00
18	Payroll	Payroll: 2-10-17	17,377.88
19	PWSD #2	City Hall Fountain to 1-17-17	30.33
20	PWSD #2	City Hall to 1-17-17	62.49
21	R & R Contracting Service Inc.	Porta Potties - City Hall to 2/23/17	92.00
22	St. Louis Post Dispatch	Public Hearing Notice	401.00
23	Total Lock & Security	Door Locks	181.88
24	West St. Charles County Chamber	2017 Membership	225.00
25	Windstream	Phone Service	628.10
			36,822.35

Approved by Board of Aldermen 2/15/17

Mayor David C. Zucker

DARDENNE
PRAIRIE
www.DardennePrairie.org

City Engineer
Phone 636.978.6008
Fax 636.898.0923
Engineer @DardennePrairie.org

City Hall
2032 Hanley Road
Dardenne Prairie, MO 63368
Phone 636.561.1718
Fax 636.625.0077

February 3, 2017

Mayor David Zucker
City of Dardenne Prairie
2032 Hanley Rd.
Dardenne Prairie, MO 63368

Subject: Construction Deposit Established by McKelvey Homes, LLC - Release No. 8 - Final
Leighton Hollow Lot 3B, 4B, 5B, 6B 9B, 10B, 12B, 13B, 14B, 15B, 17B, 18B, 19B, 21B, 26B, 29B, 30B, 31B, 32B, 33B, 34B, 35B, 36B, 37B, 37B, 38B, 39B, 41B
Dardenne Prairie Project No. 970042

Dear Mayor Zucker:

Per the request of McKelvey Homes, LLC, and our inspection of the subject lots, we recommend a 100% release of the Construction Deposit amount established by McKelvey Homes, LLC and being held by the City for the completion of Leighton Hollow, Lot 35B in the amount of $2,228.11 and a 100% release of the 10% retainage Construction Deposit established by McKelvey Homes, LLC and being held by the City for the completion of all other subject lots for which said escrow was established in the amount of $5,570.25. This is a final release of Construction Deposit established by McKelvey Homes, LLC for the subject development.

The attached deposit account summary form details the total Construction Deposit amounts being held by the City and for the amount recommended for this release.

If you have any questions, please feel free to contact me.

Sincerely,
KEHOE ENGINEERING COMPANY INC.

Luke R. Kehoe

Luke R. Kehoe, P.E., CFM, LEED AP
City Engineer

Attachment

cc: Board of Aldermen
Kim Clark, City Clerk
Jeff Amelong, Building Code Official
James G. Brennan, McKelvey Homes, LLC

DARDENNE PRAIRIE

www.DardennePrairie.org

City Engineer
Phone 636.978.6008
Fax 636.898.0923
Engineer@DardennePrairie.org

City Hall
2032 Hanley Road
Dardenne Prairie, MO 63368
Phone 636.561.1718
Fax 636.625.0077

Deposit Account Summary

Release No.: 8 - Final

970042 Leighton Hollow Subdivision

Last Updated: 02/03/2017

Lot 3B, 4B, 5B, 6B 9B, 10B, 12B, 13B, 14B, 15B, 17B, 18B, 19B, 21B, 26B, 29B, 30B, 31B, 32B, 33B, 34B, 35B, 36B, 37B, 37B, 38B, 39B, 41B

Lot No.	Deposit Posted By McKelvey Homes*		Bldg. Dept. Issued Occ. Permit**	Previously Released Deposit	Recommended		Lot No.
	Date	Amount			Reimbursed This Period	Released To Date	
3B	09/24/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	3B
4B	04/11/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	4B
5B	05/20/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	5B
6B	03/18/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	6B
9B	03/05/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	9B
10B	04/24/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	10B
12B	08/06/2014	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	12B
13B	07/08/2014^	$ -	yes	$ -	$ -	$ -	13B
14B	08/07/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	14B
15B	03/05/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	15B
17B	10/08/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	17B
18B	11/15/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	18B
19B	11/13/2012	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	19B
21B	05/20/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	21B
26B	08/29/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	26B
29B	02/20/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	29B
30B	03/18/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	30B
31B	02/20/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	31B
32B	10/29/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	32B
33B	12/30/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	33B
34B	05/02/2014	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	34B
35B	12/18/2014	$ 2,228.11	yes	$ -	$ 2,228.11	$ 2,228.11	35B
36B	06/10/2014	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	36B
37B	05/14/2014	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	37B
38B	03/06/2014	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	38B
39B	05/14/2013	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	39B
41B	05/14/2014	$ 2,228.11	yes	$ 2,005.30	$ 222.81	$ 2,228.11	41B
Total	-	$ 57,930.86	-	$ 50,132.50	$ 7,798.36	$ 57,930.86	

* as of 12/18/2014 ** as of 12/5/2016 ^no deposit posted

[X] Approved for release by the City Engineer

[ ] Approved for release by the Board of Aldermen

Prepared by: Luke R. Kehoe

Kehoe Engineering Company, Inc.
Luke R. Kehoe, P.E., City Engineer

BILL NO. 17-09

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING OF A CONDITIONAL USE PERMIT FOR PROPERTY ZONED R-1A, SINGLE-FAMILY RESIDENTIAL AND LOCATED AT 1550 FEISE ROAD, AND APPROVING A SITE PLAN FOR SAME

WHEREAS, a Conditional Use Permit Application was submitted to the Board of Aldermen, a copy of which is attached hereto as **Exhibit A** and incorporated by reference herein (the "Application"), by Bax Engineering Company, Inc. (the "Applicant"), to allow the use of certain real property within the City of Dardenne Prairie more particularly described in **Exhibit B**, a copy of which is attached hereto and incorporated by reference herein, (the "Property"), and owned by the Wentzville R-IV School District (the "Owner") as a public elementary school; and

WHEREAS, the property is zoned R-1A, Single-Family Residential; and

WHEREAS, the use of the Property as an elementary school is an allowed conditional uses under the Municipal Code of the City of Dardenne Prairie, Missouri, §405.140(C)(8); and

WHEREAS, the Board of Aldermen of the City of Dardenne Prairie, Missouri, referred the Application to the City's Planning and Zoning Commission; and

WHEREAS, said Planning and Zoning Commission of the City considered the Application and recommended that the Board of Aldermen approve the Application; and

WHEREAS, the Board of Aldermen and the Planning and Zoning Commission held hearings on the proposed conditional use at which interested persons and residents of the City were given an opportunity to be heard on the proposed conditional use; and

WHEREAS, the Planning and Zoning Commission and the Board of Aldermen considered the following:

1. The character of the surrounding area;
2. The traffic conditions of the surrounding area;
3. The public utility facilities;
4. The Comprehensive Plan, a copy of which is available in the office of the City Clerk and incorporated by reference herein;
5. The Application;
6. The City Code, a copy of which is available in the office of the City Clerk and incorporated by reference herein;
7. The Memo from the City Engineer to the Planning and Zoning Commission dated January 27, 2017, a copy of which is attached hereto as **Exhibit C** and incorporated by reference herein;
8. The Site Plan submitted with the Application, prepared by Bax Engineering

Company, Inc., dated 1/04/16, referencing Project Number 03-12502G, and revised as of 1/20/17, which plan is on file in the office of the City Clerk and incorporated by reference herein;

9. The Proposed Elevation attached hereto as **Exhibit D** and incorporated by reference herein (the "Proposed Elevations");
10. The recommendation of the Planning and Zoning Commission;
11. Testimony presented at the hearing before the Planning and Zoning Commission on February 8, 2017, recorded audio of which is on file in the office of the City Clerk and incorporated by reference herein; and
12. Testimony presented at the hearing before the Board of Aldermen on February 15, 2017, recorded audio of which is on file in the office of the City Clerk and incorporated by reference herein;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. Based upon the evidence presented to it, and subject to the conditions stated herein, the Board of Aldermen of the City of Dardenne Prairie, Missouri, does hereby find and determine that the use of the Property as an elementary school:

a. Will not adversely affect the character or the traffic conditions of the surrounding area;
b. Will not adversely affect public utility facilities;
c. Complies with the Comprehensive Plan of the City and with other matters pertaining to the general welfare of its residents; and
d. Meets all of the criteria set forth in § 405.475.B of the City Code.

SECTION 2. The Board of Aldermen of the City of Dardenne Prairie, Missouri, does hereby authorize the use of the Property as an elementary school, subject to the Applicant's and Owner's compliance with all conditions set forth in Section 4 of this Ordinance.

SECTION 3. That in accordance with the ordinances of this City and applicable laws of the State of Missouri, an application was made for a Site Plan approval for the Property, first before the Planning and Zoning Commission and then the Board of Aldermen of the City of Dardenne Prairie, and approval is hereby granted for the Site Plan subject to the developer's compliance with all conditions herein as well as those reflected on the approved Site Plan for the same prepared by Bax Engineering Co., Inc. dated 1/04/17, referencing Project Number 03-12502G, and revised as of 1/20/17, which plan is incorporated by reference herein.

SECTION 4. Conditions of Issuance:

1. Applicant and Owner, having to the best of their knowledge provided the City with all information required by the appropriate sections of the Zoning Ordinance pertaining to R-1A, Single-Family Residential Districts, agree that any information inadvertently omitted will be provided upon request, as soon as it may reasonably be obtained.

2. Applicant and Owner (or their successors in interest) agree that all improvements shall be constructed to meet all applicable federal, state and local codes and shall comply with all of the City's applicable ordinances and construction standards.

3. Applicant and Owner (or their successors in interest) agree that the Property shall be used in compliance with all requirements of the Municipal Code.

4. Applicant and Owner (or their successors in interest) agree that all structures built on the Property shall be constructed in conformance with the Proposed Elevations.

5. The Conditional Use Permit granted by this Ordinance is subject to the Applicant's and Owner's (or their successors in interest) compliance with the conditions reflected on the Site Plan prepared by Bax Engineering Company, Inc., dated 1/04/17, referencing Project Number 03-12502G, and revised as of 1/20/17, which Site Plan is on file in the office of the City Clerk and incorporated by reference herein.

6. Any violation of a requirement, term, condition or safeguard contained herein shall be considered a violation of Chapter 405 of the Municipal Code, subject to the applicable penalties contained therein and grounds for the Board of Aldermen to take all such actions as may be necessary to terminate and cancel the conditional use permit approved pursuant to this ordinance.

SECTION 5. Effective Date: This Ordinance shall take effect and be in force from and after its passage by the Board of Aldermen and its approval by the Mayor of the City of Dardenne Prairie, Missouri.

SECTION 6. Savings Clause: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 7. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK. SIGNATURE PAGE TO FOLLOW]

Read two (2) times, passed, and approved this _____ day of _____, 2017.

_____
As Presiding Officer and as Mayor

Attest:

_____
City Clerk

Approved this _____ day of _____, 2017.

_____
Mayor

Attest:

_____
City Clerk

EXHIBIT A
[APPLICATION]

DARDENNE PRAIRIE

City Hall
2032 Hanley Road
Dardenne Prairie, MO 63368
Phone 636.561.1718
Fax 636.625.0077

CONDITIONAL USE PERMIT APPLICATION

CITY OF DARDENNE PRAIRIE, MISSOURI
www.DardennePrairie.org

APPLICANT:

Bax Engineering
Company Name

Clifford Heitmann, President
Printed Name, Title

221 Point West Blvd
Street Address

St. Charles, MO 63301
City/State/Zip Code

636-928-5552 636-928-1718
Telephone Facsimile

cheitmann@baxengineering.com
Email Address

STREET ADDRESS OF CONDITIONAL USE: 1550 Feise Road - Prairie View Elementary

OWNER (attach additional):

Wentzville R-IV School Dist.
Printed Name

Dr. Curtis Cain
Printed Name

One Campus Drive
Street Address

Wentzville, MO 63385
City/State/Zip Code

636-327-3800 636-327-8611
Telephone Facsimile

curtiscain@wsdr4.org
Email Address

Contract Purchaser/Developer: N/A
Company Name

Printed Name, Title

Street Address

City/State/Zip Code

Telephone Facsimile

Email Address

LEGAL DESCRIPTION OF PROPERTY (other than address) A tract of land being part of Lot 5 of the division of Bates Lands, fractional section 2, township 46 North, Range 2 East

EXISTING ZONING: R-1A PROPOSED ZONING: R-1A

PROPOSED USE: Classroom Additions to existing elementary school

NO. UNITS: 8 classrooms CUP APPLICATION FEE SUBMITTED: $920.00

SITE PLAN REVIEW FEE SUBMITTED: $715.50

CONDITIONAL USE PERMIT APPLICATION

The decision to recommend approval or denial of the proposed conditional use shall be based on the following criteria:

A. The use complies with all applicable provisions of the zoning ordinance.

B. The use at the specified location will contribute to and promote the welfare and convenience of the public.

C. The use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.

D. The use shall not dominate the immediate neighborhood. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to:

   1. The location, nature and height of buildings, structures, walls and fences on the site; and

   2. The nature and extent of proposed landscaping and screening on the site.

E. Off-street parking and loading areas shall be provided in accordance with the standards set forth in the zoning ordinance.

F. Adequate utility, drainage and other such necessary facilities must be provided.

G. Adequate access roads or entrance and exit drives must be provided. (Minimum 25' for 2-way and 14' for 1-way traffic.)

H. In consideration of requests for any conditional use permits, the Planning and Zoning Commission/Board of Aldermen shall require such conditions of use as it deems necessary to protect the best interests of the City and the surrounding property and to achieve the objectives of the zoning ordinance.

I. A time limitation may be required.

Please Note:

- Prior to approval of a Building Permit, a Construction Site Plan must be reviewed and approved by the City Engineer. In addition, the appropriate Fire Protection District will need to review and approve the development.
- Any signage to be placed on the subject property requires a separate Sign Permit or Master Sign Plan.
- Any business occupying the site requires approval of a Business License.
- All plans, architectural drawings, renderings or other materials or visual aids either submitted to the Commission and/or Board of Aldermen or presented at their meeting shall become the property of the City and part of the permanent record of any approval.

[√] CHECKLIST TO COMPLETE THIS APPLICATION

[ ] Two (2) folded copies of a plot survey/sketch/site plan are provided. This plan shall be drawn to scale and prepared on sheet(s) not to exceed twenty-four (24) inches by thirty-six (36) inches and shall show the lot or lots included in the application; show all structures; give appropriate dimensions, utility easements and other information listed on this application.
Additional copies for distribution to Planning and Zoning Commission (P&Z) and Board of Aldermen members will be requested upon review by the City Engineer.

[ ] Electronic and paper copy of legal description of the property are provided. Electronic files may be sent via email to the City Engineer (engineer@dardenneprairie.org).

[ ] Provide a list of the names and mailing addresses of property owners with property within an area determined by lines drawn parallel to and three hundred (300) feet distant from the boundaries of the subject property. Electronic files may be sent via email to the City Engineer (engineer@dardenneprairie.org).

[ ] A good faith effort shall be made by the petitioner to notify by mail all property owners known to the petitioner whose property is within an area determined by lines drawn parallel to and three hundred (300) feet distant from the subject property of the time and place of the public hearings. Such notices shall be postmarked at least fifteen (15) days prior to the date of the hearings.

Date of 1st Public Hearing: 2-8-17 Postmark Deadline: 2-15-17

[ ] The applicant is required to appear before the Planning and Zoning Commission and Board of Aldermen.

Before signing this application, make sure all items above are completed

Applicant's Signature	1/4/17 Date
X Owner's Signature (additional below)	1/3/17 Date

NOTE: By affixing signatures to this application form, the Applicant and Owner hereby verify that: they have reviewed the applicable zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.

EXHIBIT B
[LEGAL DESCRIPTION]

A tract of land being part of Lot 5 of the Division of Bates Lands, Fractional Section 2, Township 46 North, Range 2 East, St. Charles County, Missouri and being more particularly described as follows:

COMMENCING at the Northwest corner of said Lot 5 of the Division of Bates Lands, also being the Northeast corner of property conveyed to Morning Star Church by the deed recorded in Book 2812, Page 1655 of the St. Charles County Records; thence along the North line of said Lot 5, being the South line of Feise Road, South 89 degrees 43 minutes 59 seconds East 272.50 feet to the Point of BEGINNING also being the Northwest corner of property conveyed to Wentzville R-IV School District by the deed recorded in Book 3717 Page 2684 of said records; thence South 89 degrees 43 minutes 59 seconds East 489.39 feet; thence South 00 degrees 00 minutes 00 seconds West 242.15 feet; thence North 90 degrees 00 minutes 00 seconds East 228.85 feet; thence South 00 degrees 00 minutes 00 seconds West 290.00 feet; thence South 45 degrees 18 minutes 27 seconds East 71.20 feet to the Northwest corner of property conveyed to Blattner Family Trust by the deed recorded in Book 6220 Page 808 of said records; thence along the
Western line of said Blattner property, South 32 degrees 59 minutes 57 seconds West 326.51 feet; thence North 83 degrees 10 minutes 16 seconds West 605.67 feet to the southeast corner property line also being along the East line of Morning Star Church; thence along the East line of said Morning Star Church, North 00 degrees 45 minutes 14 seconds East 786.32 feet to the POINT OF BEGINNING, containing 12.26 acres.

EXHIBIT C

[ENGINEER MEMO]

MEMO

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

FROM: **Luke R. Kehoe, P.E., CFM, LEED AP**
Kehoe Engineering Company, Inc. (KEC)

DATE: **January 27, 2017**

SUBJECT: **Planning and Zoning Commission Meeting Scheduled for February 8, 2017**

Items for consideration at this meeting include:

PUBLIC HEARINGS:

1. **A Conditional Use Permit Application for an approximate 12.26 acres of land more or less commonly known as 1550 Feise Road located south of Feise Road and approximately 900 feet west of Hanley Road and more particularly described in the Conditional Use Permit Application received by the City on January 4, 2017, from Applicant Bax Engineering and Property Wentzville R-IV School District.** The enclosed Conditional Use Permit Application was received by the City on January 4, 2017, along with a Site Plan and Building Elevation Plans. The present zoning classification of this land is "R-1A" Single Family Residential. This property was previously developed for use as an elementary school when it was in unincorporated St. Charles County. The Wentzville R-IV School District is proposing to construct an eight-room addition and make other associated modifications to the site as shown in the enclosed site plan.

   Upon review of the applications and plans, the enclosed 1st Review comment letter was sent to the Applicant on January 13, 2017. On January 20, 2017, the City received the enclosed response letter from Bax Engineering dated January 20, 2017, revised site plan and revised building elevation plans. Upon review of the revised plans, the enclosed 2nd Review comment letter was sent to the Applicant on January 26, 2017.

NEW ITEMS:

1. **A Conditional Use Permit Application for an approximate 12.26 acres of land more or less commonly known as 1550 Feise Road located south of Feise Road and approximately 900 feet west of Hanley Road and more particularly described in the Conditional Use Permit Application received by the City on January 4, 2017, from Applicant Bax Engineering and Property Wentzville R-IV School District.** From Public Hearing Item 1 above.
2. **A Site Plan Application for an approximate 12.26 acres of land more or less commonly known as 1550 Feise Road located south of Feise Road and approximately 900 feet west of Hanley Road and more particularly described in the Site Plan Application received by the City on January 4, 2017, from Applicant Bax Engineering and Property Wentzville R-IV School District.** From Public Hearing Item 1 above.
3. **Submittal and Meeting Calendar for 2017.** A draft Dardenne Prairie Submittal and Meeting Calendar 2017 is enclosed for your consideration. The Board of Aldermen has adopted this calendar for their planned 2017 meetings.

EXISTING ITEMS:

1. **None.**

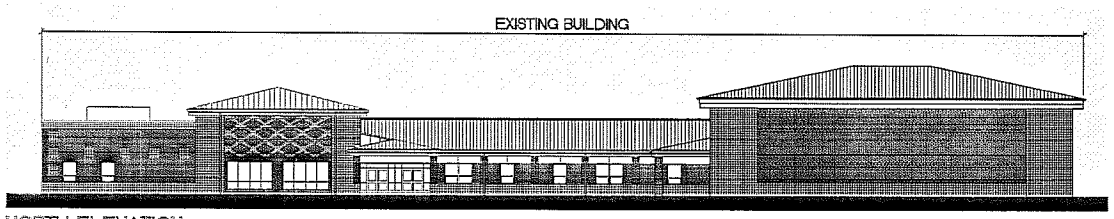
INFORMATION ONLY:

2. **None.**

Enclosures

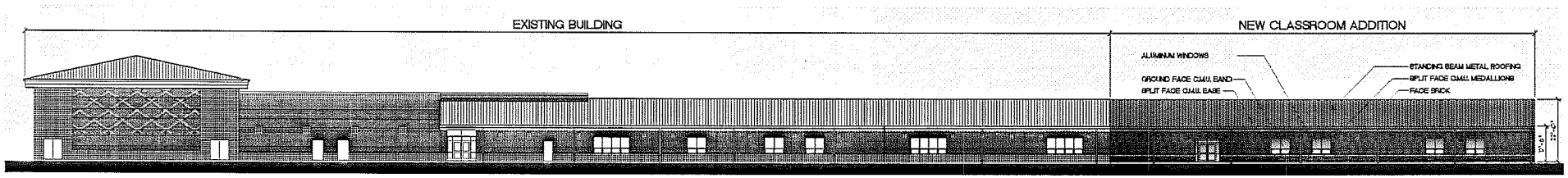
cc: Board of Aldermen
Kim Clark, City Clerk
John Young, City Attorney

EXHIBIT D
[ELEVATION]



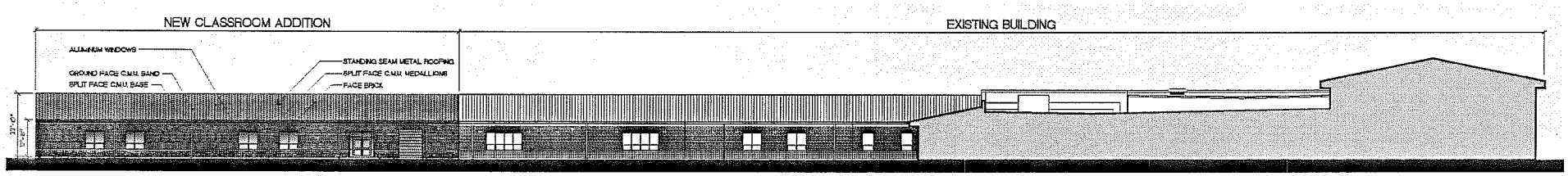
NORTH ELEVATION

SCALE: 1/16" = 1'-0"



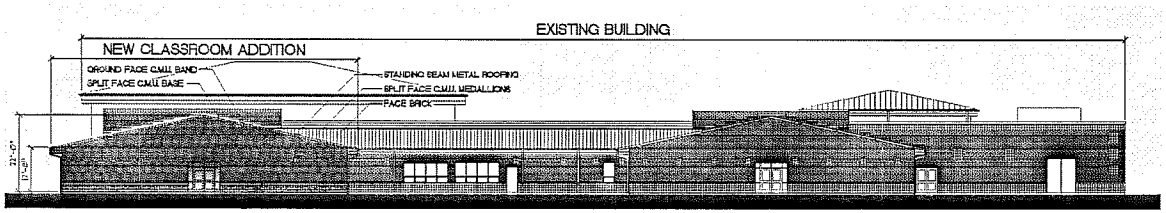
WEST ELEVATION

SCALE: 1/16" = 1'-0"



EAST ELEVATION

SCALE: 1/16" = 1'-0"



SOUTH ELEVATION

SCALE: 1/16" = 1'-0"

BUILDING ELEVATIONS – CLASSROOM WING ADDITION

HOENER ASSOCIATES, INC.
ARCHITECTS ST. LOUIS, MISSOURI
ORIGIN DATE: DEC. 22, 2016 PROJ. NO. 16-06F

CLASSROOM ADDITIONS at PRAIRIE VIEW ELEMENTARY SCHOOL
WENTZVILLE R-IV SCHOOL DISTRICT
WENTZVILLE, MISSOURI

REVISION DATES	
JAN. 9, 2017	

BILL NO. 17-10

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE APPOINTMENT OF JEFF SANDCORK AS MUNICIPAL PROSECUTING ATTORNEY FOR THE CITY OF DARDENNE PRAIRIE, MISSOURI

WHEREAS, Section 479.120 Revised Statutes of Missouri, provides that it shall be the duty of an attorney designated by the municipality to prosecute the violations of the municipality's ordinances before the municipal judges or before the associate circuit judges hearing the violations of that municipality's ordinances. The salary or fees of the attorney and his necessary expenses incurred in such prosecutions shall be paid by the municipality; and

WHEREAS, the Board of Aldermen desire to appoint a Municipal Prosecuting Attorney for the City of Dardenne Prairie in accordance with state statutes and the Dardenne Prairie Municipal Code; and

WHEREAS, the City invited five candidates to apply for the position of Municipal Prosecuting Attorney and four candidates appeared for interviews before the Mayor and city staff; and

WHEREAS, the Mayor recommends to the Board of Aldermen that Jeff Sandcork, Esq. of the Sandcork Law Firm, LLC be appointed Municipal Prosecuting Attorney;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. That the City of Dardenne Prairie, Missouri does hereby appoint and designate Jeff Sandcork, attorney at law, of the Sandcork Law Firm, LLC as Municipal Prosecuting Attorney for the City of Dardenne Prairie, Missouri, effective March 1, 2017, to represent the City of Dardenne Prairie in the prosecution of all violations of the ordinances of the City of Dardenne Prairie in the Municipal Court of the City and all divisions of the Circuit Courts of the State of Missouri.

SECTION 2. That the law firm of Hamilton Weber LLC shall continue to serve as City Attorney for the City of Dardenne Prairie on all other matters and that the transition of cases pending in Municipal and Circuit Courts as of the date of this Ordinance shall be managed in the best interest of the City under the direction of the Mayor.

SECTION 3. The Municipal Prosecuting Attorney shall be paid compensation of $13,200 per annum, payable in monthly installments of $1,100. For extra-ordinary work, mutually agreed upon by the Municipal Prosecuting Attorney and the Mayor, the City shall pay compensation at the rate of $200 per hour.

SECTION 4. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 5. Effective Date: This Ordinance shall be in full force and take effect from and after its final passage and approval.

SECTION 6. Savings: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

Read two times, passed, and approved this _____ day of _____, 2017.

_____
As Presiding Officer and as Mayor

Attest:

_____
City Clerk

Approved this _____ day of _____, 2017.

_____
Mayor

Attest:

_____
Ci