

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

PLANNING & ZONING COMMISSION
AGENDA
NOVEMBER 8, 2017
7:00 P.M.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL Mayor Zucker
Alderman Koch
Chairman Etzkorn
Commissioners:
Brockmann
Shea
Stankovich
Bailey
Rowley
Helms
Wooldridge

OPEN FORUM

PUBLIC HEARINGS

1. Conditional Use Permit Application for approximate 14.630 acres of land commonly known as 7717 Highway N, and being more particularly described in the Conditional Use Permit application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Bax Engineering and Owner St. Charles County Catholic Church Real Estate Trust, Immaculate Conception Dardenne.
2. Rezoning Request and P.U.D. Request - Area Plan for the approximate 32.19 acres of land commonly known as 2450 Technology Drive and being more particularly described in the P.U.D. Request – Area Plan rezoning application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Payne Family Homes, LLC and Owner Dardenne Tech, LLC, David J. Hemsath Living Trust.

NEW BUSINESS

1. Conditional Use Permit Application for approximate 14.630 acres of land commonly known as 7717 Highway N, and being more particularly described in the Conditional Use Permit application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Bax Engineering and Owner St. Charles County Catholic Church Real Estate Trust, Immaculate Conception Dardenne.
2. Rezoning Request and P.U.D. Request - Area Plan for the approximate 32.19 acres of land commonly known as 2450 Technology Drive and being more particularly described in the P.U.D. Request – Area Plan rezoning application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Payne Family Homes, LLC and Owner Dardenne Tech, LLC, David J. Hemsath Living Trust.

APPROVAL OF MINUTES

Approval of 10-11-17 Minutes

COMMISSION COMMUNICATIONS

ADJOURNMENT

MEMO

TO: Dardenne Prairie Planning and Zoning Commission

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

DATE: October 30, 2017

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

Items for consideration at this meeting include:

PUBLIC HEARINGS:

1. **Conditional Use Permit Application for approximate 14.630 acres of land commonly known as 7717 Highway N, and being more particularly described in the Conditional Use Permit application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Bax Engineering and Owner St. Charles County Catholic Church Real Estate Trust, Immaculate Conception Dardenne.** This Conditional Use Permit Application and Rezoning Request were received by the City on October 2, 2017. The present zoning classification of this land is Unincorporated St. Charles County - "R-1B", Single Family Residential. The proposed zoning classification for this land is "R-1D", Single Family Residential with a Conditional Use Permit for "Existing Parking and Soccer Fields."

An annexation petition for this currently unincorporated property has been received by the City from the property owner. This annexation petition has not yet been considered by the Board of Aldermen.

Upon review of the conditional use permit application and associated site plan, the enclosed 1st Review comment letter was sent to the Applicant's engineer on October 13, 2017. On October 20, 2017, the City received the enclosed revised site plan dated 09-28-17 with the latest revision date of 10-20-17 and the enclosed response letter dated October 20, 2017, from the Applicant's engineer. Upon review, the enclosed 2nd Review comment letter was sent to the Applicant's engineer on October 27, 2017.

2. **Rezoning Request and P.U.D. Request - Area Plan for the approximate 32.19 acres of land commonly known as 2450 Technology Drive and being more particularly described in the P.U.D. Request – Area Plan rezoning application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Payne Family Homes, LLC and Owner Dardenne Tech, LLC, David J. Hemsath Living Trust.** This Rezoning Request and P.U.D. Request – Area Plan were received by the City on October 2, 2017. The present zoning classification of this land is "Uptown Zoning District" Mixed Use. The proposed zoning classification for this land is "R-1D", Planned Unit Development, Single Family Residential and "C-3" Retail Commercial with a proposed use of single family residential and commercial

Upon review of the Rezoning Request and P.U.D. Request – Area Plan, the enclosed 1st Review comment letter was sent to the Applicant's engineer on October 18, 2017. On October 26, 2017, the City received the enclosed correspondence, from the Applicant's engineer requesting that this item be postponed until the regularly scheduled Planning and Zoning Commission meeting on December 13, 2017.

NEW ITEMS:

1. **Conditional Use Permit Application for approximate 14.630 acres of land commonly known as 7717 Highway N, and being more particularly described in the Conditional Use Permit application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Bax Engineering and Owner St. Charles County Catholic Church Real Estate Trust, Immaculate Conception Dardenne.** From Public Hearing Item 2 above.
2. **Rezoning Request and P.U.D. Request - Area Plan for the approximate 32.19 acres of land commonly known as 2450 Technology Drive and being more particularly described in the P.U.D. Request – Area Plan rezoning application received by the City on October 2, 2017, on file with the City Clerk, from Applicant Payne Family Homes, LLC and Owner Dardenne Tech, LLC, David J. Hemsath Living Trust.** From Public Hearing Item 2 above.
3. **Submittal and Meeting Calendar for 2018.** A draft Dardenne Prairie Submittal and Meeting Calendar 2018 is enclosed for your consideration.

EXISTING ITEMS:

1. **None.**

INFORMATION ONLY:

2. **None.**

Enclosures

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

PLANNING & ZONING MINUTES

OCTOBER 11, 2017

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 Mayor Zucker, Alderman Koch, Chairman Etzkorn, Commissioners Bailey, Stankovich, Rowley, King, Brockmann and Helms. Commissioner Shea was absent. Also present were City Clerk Kim Clark, City Engineer Luke Kehoe and City Attorney David Hamilton.

OPEN FORUM – No one present to speak.

PUBLIC HEARINGS

1. Amendments to the Municipal Code regarding zoning and land use.
 - a. Proposed amendments to the permitted and conditional uses in the C-3 Retail Commercial District.
 - b. Proposed amendments to Chapter 550 of the Municipal Code enacting a new Section 550.035 regulating City-Approved Drainage Areas.
 - c. Proposed amendments to the Grading Permit Process in Section 410.080 of the Municipal Code.
 - d. Proposed amendments to Street Right-of-Way and Utility Easement Requirements in Section 410.240 of the Municipal Code.

Mayor Zucker & City Engineer Kehoe explained the amendments.

2. Rezoning Request and P.U.D. Request - Area Plan for the approximate 16.706 acres of land located along the north right-of-way line of Missouri Route 364, approximately 300 feet east of Langrove Drive, 700 feet south of Feise Road, and 1300 feet west of Bryan Road and being more particularly described in the P.U.D. Request – Area Plan rezoning application received by the City on September 6, 2017, on file with the City Clerk, from Applicant Payne Family Homes, LLC and Owner Harry V. Gilmer Irrevocable Living Trust U/T/A August 28, 1996, and Katherine R. Gilmer Irrevocable Living Trust U/T/A August 28, 1996.

David Volz of Volz Engineering and Tom Cummings of Payne Homes were in attendance to present the proposal.

A motion was made by Alderman Koch, Seconded by Commissioner Bailey to close the public hearings. Motion passed unanimously.

NEW BUSINESS

1. Amendments to the Municipal Code regarding zoning and land use.
 - a. Proposed amendments to the permitted and conditional uses in the C-3 Retail Commercial District.

A motion was made by Commissioner Rowley, Seconded by Commissioner Brockmann to recommend approval of the amendments to the permitted and conditional uses in the C-3 Retail Commercial District. Motion passed unanimously.

- b. Proposed amendments to Chapter 550 of the Municipal Code enacting a new Section 550.035 regulating City-Approved Drainage Areas.

A motion was made by Commissioner Brockmann, Seconded by Commissioner Rowley to recommend approval of the amendments to Chapter 550 of the Municipal Code enacting a new Section 550.035 regulating City-Approved Drainage Areas. Motion passed unanimously.

- c. Proposed amendments to the Grading Permit Process in Section 410.080 of the Municipal Code.

A motion was made by Alderman Koch, Seconded by Commissioner Bailey to recommend approval of the amendments to the Grading Permit Process in Section 410.080 of the Municipal Code. Motion passed unanimously.

- d. Proposed amendments to Street Right-of-Way and Utility Easement Requirements in Section 410.240 of the Municipal Code.

A motion was made by Commissioner Rowley, Seconded by Commissioner Brockmann to continue the proposed amendments to Street Right-of-Way and Utility Easement Requirements in Section 410.240 of the Municipal Code until the next meeting. Motion passed unanimously.

A motion was made by Mayor Zucker, Seconded by Commissioner Rowley to reconsider the previous motion to continue the proposed amendments to Street Right-of-Way and Utility Easement Requirements in Section 410.240 of the Municipal Code until the next meeting. Motion passed unanimously.

A motion was made by Mayor Zucker, Seconded by Commissioner Brockmann to amend the language in the proposed Section 410.240 by removing the wording "For public streets, an island with a twenty-nine (29) foot radius common ground is recommended in the fifty-five (55) foot radius cul-de-sac" and insert "In cul de sacs with a fifty-five (55) foot radius a common ground center island may be built, provided it shall have a twenty-nine (29) foot radius. Motion passed unanimously.

A motion was made by Mayor Zucker, Seconded by Commissioner Stankovich to recommend approval of the amendments to Street Right-of-Way and Utility Easement Requirements in Section 410.240 of the Municipal Code with the amended language. Motion passed unanimously.

- 2. Rezoning Request and P.U.D. Request - Area Plan for the approximate 16.706 acres of land located along the north right-of-way line of Missouri Route 364, approximately 300 feet east of Langrove Drive, 700 feet south of Feise Road, and 1300 feet west of Bryan Road and being more particularly described in the P.U.D. Request – Area Plan rezoning application received by the City on September 6, 2017, on file with the City Clerk, from Applicant Payne Family Homes, LLC and Owner Harry V. Gilmer Irrevocable Living Trust U/T/A August 28, 1996, and Katherine R. Gilmer Irrevocable Living Trust U/T/A August 28, 1996.

A motion was made by Commissioner Rowley, Seconded by Commissioner Brockmann to recommend approval of the rezoning request and P.U.D. request - Area Plan with the condition the applicant be allowed to comply with cul de sac requirements being considered for adoption. Motion passed unanimously.

APPROVAL OF MINUTES

Approval of 08-09-17 Minutes

A motion was made by Commissioner Bailey, Seconded by Commissioner Rowley to approve the 08-09-17 Minutes. Motion passed unanimously.

COMMISSION COMMUNICATIONS

Commissioner Brockmann requested the commission receive notification at the time they are sent out to the adjoining properties.

ADJOURNMENT

A motion was made by Commissioner Bailey, Seconded by Alderman Koch to adjourn the meeting at 8:45 p.m. Motion passed unanimously.

Respectfully submitted,

Kim Clark, City Clerk