



**CITY OF KIRKWOOD  
PLANNING AND ZONING COMMISSION  
January 21, 2015**

**PRESENT:**

Gil Kleinknecht, Chairman  
Greg Frick, Vice Chairman  
Wanda Drewel, Secretary/Treasurer  
Cindy Coronado  
Dan Stauder  
Jim O'Donnell  
Madt Mallinckrodt  
Allen Klippel

**ABSENT:**

Tad Skelton

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, January 21, 2015, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road. Council Member Tim Griffin, City Attorney John Hessel, City Planner Ryan Spencer, and Administrative Assistant Patti Dodel also attended the meeting.

1. Chairman Gil Kleinknecht called the meeting to order at 7:00 p.m. Mr. Skelton was absent and his absence was excused.
2. Motion was made by Mr. Stauder and seconded by Ms. Coronado to approve the minutes as written for the January 7, 2015, meeting. The motion was unanimously approved by the members present (Mr. Skelton was absent).
3. **PZ-23-15 SITE PLAN REVIEW – 538 LEFFINGWELL AVENUE**  
Submitted: 12-5-14 Automatic Recommendation: 4-4-15  
Petitioner's Agent, Gary Ploesser  
(Subcommittee - Mr. Frick (chair), Ms. Drewel, and Mr. Stauder)

Gary Ploesser, President of St. Louis County Surveying and Engineering, and Scott Lenz, the property owner, were present. Motion was made by Ms. Drewel and seconded by Mr. Frick to approve the site plan to construct an office/warehouse building at 538 Leffingwell Avenue. Mr. Frick and Mr. Stauder read the Subcommittee Report:

**CITY OF KIRKWOOD  
PLANNING AND ZONING COMMISSION  
SUBCOMMITTEE REPORT  
JANUARY 21, 2015**

**PETITION NUMBER:** PZ-23-15

**ACTION REQUESTED:** SITE PLAN REVIEW (OFFICE/DISTRIBUTION WAREHOUSE)

**PROPERTY OWNER:** SCOTT LENZ – C&S PROPERTIES

**PETITIONER’S AGENT:** GARY PLOESSER – ST. LOUIS COUNTY SURVEYING

**PROPERTY LOCATION:** 538 LEFFINGWELL AVENUE

**ZONING:** I-1 LIGHT INDUSTRIAL DISTRICT

**DRAWINGS SUBMITTED:** SITE DEVELOPMENT/LANDSCAPE PLAN, PREPARED BY ST. LOUIS COUNTY SURVEYING & ENGINEERING, INC. STAMPED "RECEIVED JANUARY 15, 2015, CITY OF KIRKWOOD PUBLIC WORKS"

TREE STUDY PREPARED BY DAVEY RESOURCE GROUP. STAMPED "RECEIVED DECEMBER 29, 2014, CITY OF KIRKWOOD PUBLIC WORKS"

PHOTOMETRIC PLAN PREPARED BY LIGHTING ASSOCIATES, INC. STAMPED "RECEIVED JANUARY 14, 2015, CITY OF KIRKWOOD"

**DESCRIPTION OF PROJECT:**

The petitioner is requesting Site Plan Approval to construct a 9,505 square foot building to be divided into potentially six tenant spaces for office/distribution warehouse uses at 538 Leffingwell Avenue. Currently the subject property area consists of three separate properties: two are vacant and one single-family structure occupied as an office located on the property addressed 540 Leffingwell Avenue.

**PARKING & TRAFFIC ANALYSIS:**

Based on the area of the building dedicated to office use (45%), 21 parking spaces, including one ADA parking space, are required. The submitted site plan shows 23 parking spaces, including 1 ADA parking spaces. A 12 foot by 40 foot loading space is required and is located behind the proposed building.

Currently, there are multiple points of access into the subject property from Leffingwell Avenue and East Elliott Avenue. The petitioner is proposing to have one point of access on Leffingwell Avenue, which will serve as the main entrance. One-way traffic will then flow around the front and rear of the building and exit from two separate points on East Elliott Avenue.

#### **SITE ELEMENTS ANALYSIS:**

##### *ARCHITECTURE*

The proposed 9,505 square foot one-story building will be constructed of masonry material with a truss roof and be built-to-suit. The façade of the building will be reviewed by the Architecture Review Board.

##### *LANDSCAPING*

The proposed landscaping plan shows a landscape buffer of varying width (7.5-20 feet) surrounding the property. In terms of new landscaping there are a total of 26 shrubs of 4 different varieties, 5 hostas, 22 canopy trees and 8 evergreen trees. Based on the number of parking spaces, a total of 600 square feet of interior open space is required. The submitted site plan shows a total of 2,428 square feet of interior green space provided.

##### *MISCELLANEOUS*

There will be one enclosure and dumpster pad on site dedicated for disposal of trash and recycling that will be constructed of sight-proof treated, lumber.

The submitted photometric plan indicates that the illumination levels of the site lighting adhere to the Zoning Code standard of 0.1 footcandles (fc) at the property line adjacent to residential uses and 0.5 footcandles (fc) at the property line adjacent to all other uses.

#### **COMPREHENSIVE PLAN:**

This site is designated for Light Industrial use by the Vision 2015 Comprehensive Plan. The proposed development is light industrial in nature and is consistent with the policies presented by the Plan.

#### **LAND USE AND ZONING:**

The subject property is zoned I-1 Light Industrial District and is currently occupied by a light industrial office use. Surrounding land uses and zoning include the following:

To the north: Across East Elliott Avenue are single-family residences zoned I-1, Light industrial District.

To the south: Abutting the site is a utility substation (PZ-06-09) zoned I-1, Light Industrial District.

To the east: Abutting the site are single-family residences zoned I-1 Light Industrial District.

To the west: Across Leffingwell Avenue is A-Mrazek Moving & Storage zoned I-1, Light-Industrial District.

**DEPARTMENTAL/AGENCY COMMENTS:**

Electric: No Comments

Fire: Meet 2009 International Code requirement for Fire Department Access and Fire Flow requirements.

Water: No Comments

MoDOT: N/A

**DISCUSSION:**

Zoning Matters signs were placed on the property on December 30, 2014. The petitioner's representatives presented the plan at the meeting on January 7, 2015, before the Planning and Zoning Commission; discussion was held and a subcommittee was appointed. The subcommittee met at City Hall on January 12, 2015 with Petitioner Scott Lenz, Petitioner's Agent Gary Ploesser and City Planner Ryan Spencer. The discussion focused on internal circulation around the proposed building, the ratio of office vs. warehouse square footage, the need for a buffer on the eastern portion of the property, sidewalks around the site and the orientation of the dumpster.

The subcommittee agreed that the proposed two-way entrance at the eastern access point on East Elliott would be better as a one-way exit so that traffic conflicts would be minimized. The subcommittee also agreed that sidewalks are not necessary given the completed sidewalk on the opposite side of Leffingwell and the lack of sidewalks on East Elliott Avenue. The lighting standards were emphasized with respect to the need to have 0.1 footcandles at the property line adjacent to a residential use. The applicant agreed that lighting located in the soffit of the building would help to reduce glare and lighting trespass.

*Board of Adjustment*

The Board of Adjustment on Monday, October 14, 2014 unanimously granted three (3) variances for the property.

- a. A variance of 9.6 feet from the required 54.3 foot front setback along Leffingwell Avenue to allow a front setback of 44.7 feet.
- b. A variance of 14.6 feet from the required 34.6 foot front setback along East Elliot Avenue to allow a front setback of 20 feet.
- c. A variance of 2.5 feet from the required 10 foot planting area between the parking lot and Leffingwell Avenue to allow a 7.5 foot planting area.

***RECOMMENDATION:***

The Subcommittee recommends that this petition be **approved** with the following conditions:

1. The project shall be constructed and maintained in accordance with the site development plans stamped "Received January 15, 2015, City of Kirkwood Public Services", except as noted herein. Prior to the issuance of a building permit, revised plans that incorporate all conditions of approval herein shall be submitted to the Public Services Department.
2. A performance guarantee in an amount of **\$57,250** shall be submitted to the City of Kirkwood within six months of approval and prior to the issuance of any permits.
3. An administrative fee in the amount of **\$1,945** shall be submitted before acceptance of the performance guarantee by the City. The fee supports site inspection and project administration costs.
4. The parking lot shall be used solely for the parking of passenger vehicles.
5. Enclosures are required to screen all dumpsters and compactors on the site and shall be constructed of sight-proof materials (e.g. masonry, split-faced concrete masonry units, etc.) not less than six feet in height. Latching gates of similar or complementary materials shall be required to completely enclose the dumpster. The exact dimensions, orientation and location of the enclosure shall be approved by the Director of Sanitation prior to the issuance of any permits.
6. All utilities in conflict with the proposed development shall be re-located. All existing utility easements in conflict with the proposed development shall be vacated after the utilities have been re-located.
7. A ten-foot wide utility easement shall be granted to the City for public utilities along the perimeter of the property, including along public right-of-way.
8. A boundary adjustment/consolidation plat approved by the City and recorded in the St. Louis County Office of the Recorder of Deeds shall be filed in the Public Services Department office prior to issuance of a building permit. All required city easements shall be shown on the plat.

9. Signage shall be installed and maintained by the petitioner indicating the following; "Do Not Enter" at the two exit points on East Elliott Avenue and "One Way" at the entrance on Leffingwell Avenue.
10. The maximum gross floor area dedicated to office space shall be 45%.
11. A minimum six foot high, sight-proof wood fence shall be installed on the eastern property line and shall run for approximately 150 feet and terminate no closer than 25 feet to the curb line of East Elliot Avenue.
12. The Architectural Review Board shall approve all signs and building architecture prior to the issuance of any building permits.
13. Any lighting used to illuminate the site shall be designed In accordance with Zoning Code Section A-1040. All exterior building lighting shall be recessed in the soffit of the building structure or be fully-shielded.
14. The petitioner shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

Greg Frick

Wanda Drewel

Dan Stauder

After discussion, the motion to approve the Site Plan was unanimously approved by the members present (Mr. Skelton was absent). Motion was made by Mr. O'Donnell and seconded by Mr. Stauder to approve the Subcommittee Report was read. The motion was unanimously approved by the members present.

#### **4. PZ-18-15 AMEND ZONING CODE - INNOVATIVE DEVELOPMENT**

City Planner Ryan Spencer explained the process being proposed for developments in the B-3 Zoning District. In lieu of variances being granted by the Board of Adjustment for setbacks, number of parking spaces, etc., the Planning and Zoning Commission could review and the City Council would approve the adjustments in conjunction with the proposed site plan. The City Attorney is drafting language to be reviewed and discussed by the Commission on February 4 at 6 p.m.

#### **5. PZ-22-15 AMEND ZONING CODE, SECTION 220 - SITE PLAN REVIEW**

The City Attorney is drafting language to be reviewed and discussed by the Commission.

6. City Planner Ryan Spencer reminded the Commission that the Policy Group will be meeting on January 29 at 7 p.m. If any Commission members have comments or suggestions that they would like to see discussed, they should contact one of the three representatives (Mr. Klippel, Mr. Mallinckrodt, or Mr. O'Donnell) .

There being no further business, the meeting adjourned at 7:45 p.m. The next meeting will be held February 4, 2015, at 7 p.m.

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Gil Kleinknecht, Chairman

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Wanda Drewel, Secretary/Treasurer

Upon request, these minutes can be made available within three working days in an alternate format, such as CD, by calling 314-822-5822. Minutes can also be downloaded from the City's website at [www.kirkwoodmo.org](http://www.kirkwoodmo.org), then click on City Clerk, Boards and Commissions, Planning & Zoning Commission.