



**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
May 6, 2015**

PRESENT:

Wanda Drewel, Secretary/Treasurer
Cindy Coronado
Dan Stauder
Jim O'Donnell
Madt Mallinckrodt
Allen Klippel

ABSENT:

Gil Kleinknecht, Chairman
Greg Frick, Vice Chairman
Commission lacking the appointment of
one member

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, May 6, 2015, at 7:00 p.m. at Kirkwood City Hall, 139 South Kirkwood Road. Council Member Tim Griffin, City Attorney John Hessel, Public Services Director Bill Bensing, City Planner Ryan Spencer, and Administrative Assistant Patti Dodel also attended the meeting.

1. In the absence of Chairman Gil Kleinknecht and Vice Chairman Greg Frick, Secretary/Treasurer Wanda Drewel called the meeting to order at 7:00 p.m. Mr. Kleinknecht's and Mr. Frick's absence was excused. The Commission is also lacking the appointment of one member.
2. Motion was made by Mr. Stauder and seconded by Mr. Mallinckrodt to approve the minutes as written for the April 15, 2015, meeting. The motion was unanimously approved by the members present.
3. **PZ-26-15 AMEND SPECIAL USE PERMIT AND SITE PLAN REVIEW – WINFIELD'S GATHERING PLACE, 10312 MANCHESTER**
Submitted: 3-13-15 Automatic Recommendation: 7-11-15
Petitioner, Mark Winfield
(Subcommittee - Ms. Coronado (chair), Mr. Mallinckrodt, and Mr. Frick)

The petitioner was not present. Ms. Coronado reported that a revised site plan was submitted today. The proposed patio has been relocated to the east side of the building and will result in the loss of three parking spaces. The petitioner had indicated he contacted the property owner on the southeast corner of Woodlawn at Manchester to lease ten parking spaces for his employees. Mr. O'Donnell commented that the parking study submitted for the proposed Starbucks (PZ-24-15) indicated a surplus of 30 parking spaces on the site. The fire department connection requires three feet of clearance and the site plan indicates there are five feet. The proposed patio encroaches into the front yard setback by approximately nine feet; therefore, a variance from the Board of Adjustment would be required.

4. COMPREHENSIVE PLAN – ENVISION 2035

Mr. Klippel reminded the Commission that the first open house will be held at Nipher Middle School on May 19 from 5 p.m. to 8 p.m. A website (kirkwood2035.org) is available to provide information to the public.

5. Acting Chair Wanda Drewel stated that she and Chairman Gil Kleinknecht met with Police Chief Plummer regarding enforcement of conditions of approval for site plans and special use permits. Enforcement of alleged violations is complaint based. Two recent examples cited were the overnight parking of trucks on the Walmart parking lot and the excessive amount of vehicles at GT's Automotive on Holmes at Big Bend. City Attorney Hessel stated it is difficult to enforce from a practical standpoint and that a public hearing by the City Council is required to revoke a Special Use Permit. This item will be added to the May 20 agenda.

**6. PZ-22-15 AMEND ZONING CODE, SECTION 220 - SITE PLAN REVIEW and
7. PZ-18-15 AMEND ZONING CODE - INNOVATIVE DEVELOPMENT**

City Attorney Hessel stated that criteria needs to be established in order to have the City Council engage in Site Plan Review. The Commission members that were present submitted their opinion to the "Innovative Site Plan Considerations" chart prepared by the City Planner, and Mr. Kleinknecht and Mr. Frick will be contacted to obtain their opinion. The chart will then be distributed at the May 20 meeting for discussion.

The Commission reviewed the chart prepared by Ms. Drewel of her analysis of the proposed Section A-220. Mr. Stauder commented that 220.6 [4] should be revised to state that, if the City Planner chooses to waive submission of an item, the Commission reserves the right to require that item. Any items waived by the City Planner should be reported to the Commission.

City Planner Ryan Spencer stated that Section 220.13 [1] should be revised to require the performance guarantee and administrative fee before the issuance of the permit but no later than 12 months from the date of approval.

8. Acting Chair Wanda Drewel stated a public hearing will be held at the next meeting regarding a Community Unit Plan for a seven-lot subdivision on Ponca Trail and the Election of Officers will be held.

There being no further business, the meeting adjourned at 8:15 p.m. The next meeting is scheduled for May 20, 2015, at 7 p.m.

Wanda Drewel, Secretary/Treasurer

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