



**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
JULY 1, 2015**

PRESENT:

Greg Frick, Chair
Allen Klippel, Secretary/Treasurer
Gil Kleinknecht
Cindy Coronado
Dan Stauder
Jim O'Donnell

ABSENT:

Wanda Drewel, Vice Chair
Madt Mallinckrodt
James Diel

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, July 1, 2015, 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 Frick called the meeting to order at 7:00 p.m. and noted that Ms. Drewel, Mr. Mallinckrodt and newly-appointed member James Diel were absent and their absence was excused.
2. Motion was made by Mr. Kleinknecht and seconded by Ms. Coronado to approve the minutes as written for the June 17, 2015, meeting. The motion was unanimously approved by the six members present (Ms. Drewel, Mr. Mallinckrodt and Mr. Diel were absent).
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 hasn't submitted the parking agreement and granted an extension of the Automatic Approval Date to August 11, 2015.

4. **PZ-01-16 COMMUNITY UNIT PLAN TYPE A, 6-LOT SUBDIVISION PRELIMINARY PLAT, AND REZONE R-3 TO R-4 – PONCA TRAILS, 36-52 PONCA TRAIL AND 100 CATAWBA TRAIL**

Submitted: 4-17-15 Automatic Recommendation: 7-16-15 Revised: 6-5-15
 Petitioner, Clayton Francois
 (Subcommittee: Mr. Klippel (chair), Ms. Drewel, and Mr. Stauder)

Clayton Francois, Mike Lawless, and Dan Wind were present. Motion was made by Ms. Coronado and seconded by Mr. Stauder to approve the rezoning from R-3 to R-4. Motion was made by Mr. Stauder and seconded by Mr. Kleinknecht to approve the preliminary plat for a six-lot Community Unit Plan on Ponca Trail at Catawba Trail. Mr. Klippel and Mr. Stauder read the subcommittee report:

**CITY OF KIRKWOOD
 PLANNING AND ZONING COMMISSION
 STAFF REPORT
 July 1, 2015**

- PETITION NUMBER:** PZ-01-16
- ACTION REQUESTED:** Rezone from R-3 Single-Family District to R-4 Single-Family District with a Community Unit Plan Type A (Ponca Trails – 6 lots)
- PETITIONER:** Clayton Francois
- PROPERTY LOCATION:** 36-52 Ponca Trail, 100 Catawba Trail
- CURRENT ZONING:** R-3 Single Family
- DRAWINGS SUBMITTED:** Preliminary Development Plans prepared by Wind Engineering Company stamped “Received June 10, 2015, City of Kirkwood Public Services”

 Tree Study prepared by Ray’s Tree Service stamped “Received May 15, 2015, City of Kirkwood Public Services”

DESCRIPTION OF REQUEST:

The Petitioner is proposing to rezone 1.66 acres from R-3 Single-Family District to R-4 Single-Family District with an associated Community Unity Plan A. The terrain of the site is very steep with an elevation change of 610 feet to 568 feet or a difference of 42 feet across the property and documented stormwater issues. The original application proposed seven (7) lots, however after discussion with the subcommittee the applicant revised the plans to reflect six (6) lots. The six lots will vary in size from 10,091 to 13,020 square feet. A stormwater facility will be located within easements on lots 3-4. Setbacks for the property will be 20’ front yard, 30’ rear yard and 5’/15’ side yard.

SITE HISTORY:

The subject property was originally platted in 1926 as part of the Osage Hills Subdivision and consisted of eight (8) lots; 50 feet in width and approximately 8,000 to 8,500 square feet in area fronting a future extension of Ponca Trail. Two separate lot consolidation plats were recorded in 2002 and 2012. The current layout of the subject property consists of six (6) lots varying in width (50-100 feet) and size (8,200 to 16,800 square feet).

COMPREHENSIVE PLAN:

This property is designated as Suburban Density Residential by the Vision 2015 Comprehensive Plan and is consistent with the development policies presented by the Plan.

LAND USE AND ZONING:

The subject property is currently zoned R-4 Single-Family District and the existing lots are vacant. Surrounding land uses and zoning include the following:

To the north: Across future Ponca Trail are two single-family homes zoned R-3 Single-Family District.

To the south: Directly abutting the subject property are two single-family homes zoned R-3 Single-Family District.

To the east: Directly abutting the subject property are single family homes zoned R-3 Single-Family District.

To the west: Directly abutting the subject property is a single-family home zoned R-3 Single-Family District.

DEPARTMENT/OUTSIDE AGENCY COMMENTS:

Electric: Not in Kirkwood Service Area

Fire: No Comments

Water: No Comments

MoDOT: Concept Approval – March 9, 2014

DISCUSSION:

A Zoning Matters sign was placed on the property May 13, 2015. The petitioner presented the plan at the May 20, 2015, Planning and Zoning Commission meeting; discussion was held and a subcommittee was appointed. The subcommittee met on site May 27, 2015, with the petitioner. See Exhibit B for a list of people in attendance. Notice of the meetings had been properly posted.

General discussion concerned how the common ground would be maintained, the short width of the side yard setbacks, the overall number of lots being created and the nature of the proposed retaining wall. Following the subcommittee meeting, the applicant revised the plans to reflect six (6) lots.

A second subcommittee meeting was held at City Hall to review and discuss revised plans. General discussion concerned how the proposed homes would be placed on the lots, the length of driveways, how the private r-o-w of Catawba Trail will be maintained and the functionality of the new street as it intersects with Big Bend Road. Residents in the audience expressed concerns about the current stormwater and how it would be addressed, the previous clear-cutting of existing trees and the development of the new portion of Ponca Trail.

RECOMMENDATION:

The community unit application allows for flexibility in the design of subdivisions pertaining to lot sizes, setbacks and the provision of on-site amenities. These flexible standards can provide relief from normal Zoning Code requirements in order to produce a more creative and compatible subdivision design on a specific piece of property.

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

1. The final plat and development plans shall be consistent with the preliminary subdivision plat stamped "Received June 10, 2015, City of Kirkwood Public Services", except as noted herein.
2. A performance guarantee in an amount approved by the Public Services Director shall be submitted prior to submittal of the final development plan guaranteeing the completion of public improvements, to replace public improvements damaged by construction activities and to guarantee significant trees designated to be saved. In addition an administrative fee of 1.25% of the performance guarantee amount and \$600 (\$100 per lot) shall be submitted with the Final Development Plat.
3. Curbs and sidewalks (four feet wide) shall be constructed to City standards along the Ponca Trail street frontage.

4. The Final Landscape Plan shall show compliance with the minimum 34% tree canopy coverage area per Article VII, Section 13(d)(3) of the Subdivision Code. In addition, 5 canopy trees, minimum of 10 feet in height, shall be planted in the Catawba Trail right-of-way under the supervision and cooperation of the Osage Hill Subdivision Board of Trustees.
5. The minimum width of the street pavement shall be 26 feet from back of curb to back of curb. A combination curb and gutter shall be constructed to City standards.
6. Signage and striping as required by the City of Kirkwood shall be installed on Ponca Trail to address potential traffic conflicts.
7. Lot setbacks shall be as shown on plans stamped "Received June 10, 2015, City of Kirkwood Public Services", except for rear setbacks which shall be 40 feet.
8. A copy of the subdivision indentures shall be submitted to the Public Services Department at the time of Final Development Plan/Final Plat application submission.
9. Final Development Plans shall reflect lot grading that directs stormwater to the proposed stormwater management facility. The Building Commissioner shall approve downspout drainage of each individual lot at time of home construction.
10. A copy of the existing land disturbance permit issued by the Missouri Department of Resources (MoDNR) shall be submitted with the Final Development Plan.
11. The applicant shall comply with all standard conditions as listed on Exhibit A.

Respectfully submitted,

Allen Klippel

Dan Stauder

Wanda Drewel

After discussion regarding the subdivision indentures and the new street pavement, the motion to approve the rezoning was unanimously approved by the six members present (Ms. Drewel, Mr. Mallinckrodt, and Mr. Diel were absent). The motion to approve the six-lot preliminary subdivision plat being developed with a Community Unit Plan was unanimously approved by the six members present. Motion was made by Mr. O'Donnell and seconded by Mr. Stauder to approve the Subcommittee Report as read. The motion was unanimously approved by the six members present.

5. **COMPREHENSIVE PLAN – ENVISION 2035**

Mr. Klippel reported that the committee will meet in City Hall on July 9 at 6:30 p.m.

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

With the absence of three Commission members, this item will be continued to the next meeting.

There being no further business, the meeting adjourned at 7:26 p.m. Due to lack of business, the July 1 meeting was cancelled and the next meeting will be held August 5, 2015, at 7 p.m.

Greg Frick, Chairman

Allen Klippel, 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, then click on City Clerk, Boards and Commissions, Planning & Zoning Commission.