



**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
OCTOBER 7, 2015**

PRESENT:

Greg Frick, Chair
Wanda Drewel, Vice Chair
Allen Klippel, Secretary/Treasurer
Gil Kleinknecht
Cindy Coronado
Dan Stauder
Jim O'Donnell
James Diel

ABSENT:

Matd Mallinckrodt

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, October 7, 2015, at Kirkwood City Hall, 139 South Kirkwood Road. Council Member Tim Griffin, City Planner Ryan Spencer, and Administrative Assistant Patti Dodel also attended the meeting.

1. Chair Frick called the meeting to order at 7:00 p.m. and noted Mr. Mallinckrodt was absent and his absence was excused.
2. Motion was made by Mr. Stauder and seconded by Mr. Diel to approve the minutes as written for the September 16, 2015, meeting. The motion was unanimously approved by the members present (Mr. Mallinckrodt was 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 was not present. Motion was made by Mr. Klippel and seconded by Ms. Coronado to approve the request for an amendment to the Special Use Permit and approval of the Site Plan for additional outdoor seating at Winfield's Gathering Place at 10312 Manchester Road. Mr. Winfield received a copy of the Subcommittee Report in June and extended the Automatic Recommendation Date of Approval twice. Mr. Winfield had advised staff he would submit a parking agreement. In the absence of the parking agreement, motion was made by Ms. Drewel and seconded by Ms. Coronado to approve the Subcommittee Report recommending denial dated October 7, 2015. The motion to approve failed 7 to 1 (Mr. O'Donnell voted in favor and Mr. Mallinckrodt was absent). The motion to approve the Subcommittee Report passed 7 to 1 (Mr. O'Donnell was opposed and Mr. Mallinckrodt was absent).

4. PZ-04-16 SPECIAL USE PERMIT (BAKERY) – REID’S PASTRY & CHOCOLATE, 11243 and 11245 MANCHESTER ROAD

Submitted: 9-18-15

Petitioner, Nathaniel Reid

{Subcommittee – Mr. Stauder (chair) and Mr. Kleinknecht}

Nathaniel and Lee Lee Reid were present. Mr. Reid stated he is proposing to occupy two units in the multi-tenant building to operate a retail bakery with indoor seating for nine patrons. The store would be open Monday thru Saturday from 7 a.m. to 7 p.m. and would have approximately eight employees. Motion was made by Mr. Stauder and seconded by Mr. O’Donnell to approve the request for a Special Use Permit to operate a restaurant/bakery at 11243/11245 Manchester Road. Mr. Stauder read the subcommittee report:

**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
October 7, 2015**

PETITION NUMBER: PZ-04-16

ACTION REQUESTED: SPECIAL USE PERMIT (RESTAURANT – BAKERY)

PETITIONER: NATHANIEL & LEE LEE REID

PROPERTY LOCATION: 11243/45 MANCHESTER ROAD

ZONING: B-3 HIGHWAY BUSINESS DISTRICT

DRAWINGS SUBMITTED: FLOOR PLAN STAMPED
"RECEIVED OCTOBER 2, 2015, CITY OF KIRKWOOD PUBLIC
WORKS" (Exhibit B)

DESCRIPTION OF PROJECT:

The petitioner is requesting a Special Use Permit to finish out a 1,970 square foot lease space for a quick casual bakery in a multi-tenant building at 11243/45 Manchester Road. Normal business hours will be from 7:00 A.M. to 7:00 P.M. Monday through Saturday. The business would employ approximately 6+ individuals. The retail area of the business will be approximately 500 square feet with seating for 9 customers.

The Board of Adjustment granted a parking variance on May 14, 2012 to permit the building to be fully-leased while providing 81 parking spaces (See Exhibit C).

COMPREHENSIVE PLAN:

This site is designated for General Commercial use by the Vision 2015 Comprehensive Plan. The proposed use is consistent with the policies presented by the Plan.

LAND USE AND ZONING:

The subject property is currently zoned B-3 Highway Business District and is developed with one multi-tenant building. Surrounding land uses and zoning include the following:

To the south: Across Manchester Rd. is a multi-tenant building zoned B-3 Highway Business District.

To the north: Abutting the site are single-family homes zoned R-4 Single-Family District.

To the east: Abutting the site is an automotive use zoned B-3 Highway Business District.

To the west: Directly abutting the site is a middle school zoned R-3 Single-Family District.

DEPARTMENTAL/AGENCY COMMENTS:

Electric: No Comments
Engineering: No Comments
Fire: No Comments
Water: No Comments
No outside agencies applicable.

DISCUSSION:

The subcommittee met on site September 23, 2015, with the petitioner Nathaniel Reid, property manager Tim Boegeman, and City Planner Ryan Spencer. Notice of the meetings had been properly posted. A Zoning Matters sign was posted on the property September 23, 2015.

General discussion concerned the layout of the proposed business, hours of operation, building code requirements, outdoor speakers, deliveries and parking.

With respect to parking, a variance was granted by the Board of Adjustment (Case 11-2012) to allow the multi-tenant Cambridge Building to be fully occupied with the existing eighty-one spaces. The petitioner did submit an updated list of tenants, including the proposed bakery, with a current estimated parking usage of 57-69 spaces. However the various tenants operate at a variety of times throughout the course of a business day. The petitioner stated that peak times for his business would be in the morning before many of the existing tenants are in operation.

RECOMMENDATION:

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

1. A Special Use Permit be granted for a restaurant (bakery) and be limited to the 1,970 square foot lease space at 11243/45 Manchester Road.
2. The project shall be consistent with the floor plan stamped "Received October 2, 2015, City of Kirkwood Public Works Department", except as noted herein.
3. Indoor seating shall be limited to 12 chairs.
4. Outdoor music shall not be permitted.
5. Any new rooftop equipment, air-conditioning units and mechanical equipment related to the project shall be completely screened from view of adjoining properties and right-of-way.
6. The petitioner shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

Dan Stauder

Gil Kleinknecht

The motion to approve the application was unanimously approved by the members present (Mr. Mallinckrodt was absent). Motion was made by Mr. O'Donnell and seconded by Mr. Kleinknecht to approve the subcommittee report. The subcommittee report was unanimously approved by the members present.

5. COMPREHENSIVE PLAN – ENVISION 2035

Mr. Klippel reported that the second open house was held on September 22 at the Community Center with 56 in attendance. Input was received on numerous items, including urban design, historic preservation, tax revenues, and incentives for new businesses. The next meeting is scheduled for October 14 at 6:30 p.m. at City Hall and the next public hearing will be held November 12 at City Hall at 4:30.

6. PZ-22-15 AMEND ZONING CODE, SECTION 220 - SITE PLAN REVIEW

This item had been continued to November 4. The Commission will meet at 6 p.m.

7. 2016 COMMISSION SCHEDULE

The schedule to meet the first and third Wednesdays of every month in 2016 except June, July, and August (the third Wednesday only) and December (the first Wednesday) was reviewed.

There being no further business, the meeting adjourned at 7:30 p.m. Due to lack of business, the October 21 meeting was cancelled; and the next meeting will be held November 4, 2015, at 7 p.m.

Greg Frick, Chair

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.