



**CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
MAY 4, 2016**

PRESENT:

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

ABSENT:

Dan Stauder

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, April 20, 2016, at Kirkwood City Hall, 139 South Kirkwood Road. City Planner Ryan Spencer and Council Member Nancy Luetzow also attended the meeting.

1. Chair Greg Frick called the meeting to order at 7:00 p.m. and noted Dan Stauder was absent; and his absence was excused.
2. Motion was made by Mr. Diel and seconded by Ms. Drewel to approve the minutes of the April 20, 2016, meeting. The motion was unanimously approved by the members present (Mr. Stauder was absent).
3. **PZ-06-16 SITE PLAN REVIEW – ST. JOHN VIANNEY HIGH SCHOOL, 1311 S KIRKWOOD**
Submitted: 10-14-15 Automatic Recommendation: 6-11-16
Petitioner's Agent, Don Bolinger
(Subcommittee – Mr. Mallinckrodt, Ms. Drewel, Mr. Stauder)

The petitioner was not present. Since the Commission cannot take action by June 11, Vianney will extend the Automatic Recommendation of Approval date.

4. **PZ-01-17 SITE PLAN REVIEW – 10700 AND 10712 MANCHESTER ROAD**
Submitted: 4-4-16 Automatic Recommendation: 8-2-16
Petitioner's Agent, Brandon Harp
(Subcommittee - Mr. Frick, Mr. Kleinknecht, and Ms. Coronado)

Mr. Barr was present. Motion was made by Ms. Coronado and seconded by Mr.

Kleinknecht to approve the request for a site plan review at 10700-10712 Manchester Road. Mr. Kleinknecht read the subcommittee report:

CITY OF KIRKWOOD
PLANNING AND ZONING COMMISSION
SUBCOMMITTEE REPORT
MAY 4, 2014

PETITION NUMBER: PZ-01-17

ACTION REQUESTED: SITE PLAN REVIEW B-3 HIGHWAY BUSINESS DISTRICT (MULTI-TENANT BUILDING)

PROPERTY OWNER: ROBERT GREENE – CHESTLIN, LLC

PETITIONER’S AGENT: BRANDON HARP – CEDC

PROPERTY LOCATION: 10700/10712 MANCHESTER ROAD

ZONING: B-3 HIGHWAY COMMERCIAL DISTRICT

DRAWINGS SUBMITTED: SITE DEVELOPMENT PLAN PACKAGE, PREPARED BY CIVIL ENGINEERING DESIGN CONSULTANTS (CEDC) STAMPED "RECEIVED APRIL 25, 2016, CITY OF KIRKWOOD PUBLIC SERVICES"

DESCRIPTION OF PROJECT:

The petitioner is requesting Site Plan Approval to construct a 16,000 square foot multi-tenant commercial building at 10700/10712 Manchester Road. The building will be divided into 5-7 tenant spaces with square footage of each individual space ranging from approximately 2,500 to 6,000 square feet.

PARKING & TRAFFIC ANALYSIS:

The minimum parking standards for the proposed building are based on the following formula:

- Retail (5.5 per 1,000sf useable area) = 25 spaces
- Medical Clinic (7 per 1,000sf useable area) = 30 spaces
- Restaurant (20 per seating area/2 per 3 employees) = 33 spaces

These 88 parking spaces generate a need of 4 ADA-accessible spaces. The submitted site plan shows 89 parking spaces, including 4 ADA parking spaces. The minimum parking

standards for each individual use shall be evaluated at the time of occupancy for each use to insure that there are an adequate number of available parking spaces.

Currently, there is one point of access into the subject property from Manchester Road and two from N. Taylor Avenue. The petitioner is proposing to have one on Manchester Road which will be located and designed per MoDOT standards. The second point of access will be provided on N. Taylor Avenue and line up with the drive cut provided on the east side of N. Taylor Avenue by Bopp Chapel. The submitted site plan also shows a cross-access drive between the subject property and Fresh Thyme Market to the west.

SITE ELEMENTS ANALYSIS:

ARCHITECTURE

The proposed 16,000 square foot one-story building will have exterior materials that are primarily a combination of structural brick, stucco and architectural block. Exterior architecture will be approved by the Architectural Review Board.

LANDSCAPING

The proposed landscaping plan shows a landscape buffer of varying width (0-20 feet) surrounding the property. In terms of new landscaping there are a total of 165 shrubs of 8 different varieties, 16 canopy trees, 4 understory trees and 6 evergreen trees. Based on the number of parking spaces, a total of 1,580 square feet of interior open space is required. The submitted site plan shows a total of 3,305 square feet of interior green space provided.

FENCING/RETAINING WALLS/DUMPSTER ENCLOSURE

A six-foot high, sight-proof fence will be installed along the south property line. The petitioner's agents have stated it will tie into and match the fence installed by Fresh Thyme Market.

The submitted site plan shows three sections of retaining wall on the property. The first section is approximately 100 feet that generally follows the eastern property line, the second section is approximately 215 feet that generally follows the southeast corner of the property and the final section is approximately 110 feet and generally follows the western property line. The retaining walls will be a maximum height of three to four feet.

There will be one enclosure on site, on the south side adjacent to the bio-retention pond, dedicated for waste disposal that will be constructed of materials matching the proposed building.

LIGHTING

The submitted lighting plan indicates seven, 16-foot high poles in the proposed parking lot. 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 General Commercial use by the Vision 2015 Comprehensive Plan. The proposed development is commercial in nature and is consistent with the policies presented by the Plan.

LAND USE AND ZONING:

The subject property is zoned B-3 Highway Business District and is currently occupied by two-story retail/office building. Surrounding land uses and zoning include the following:

To the north: Across Manchester Road is an automobile dealership zoned B-3, Highway Business District.

To the south: Adjacent to the site are single-family homes zoned R-4, Single-Family District.

To the east: Across North Taylor Avenue is a funeral home zoned B-3 Highway Business District.

To the west: Adjacent to the site is a food store zoned B-4, Planned Commercial District.

DEPARTMENTAL/AGENCY COMMENTS:

Electric: A single-phase transformer shall be installed at the southeast corner of the bio-retention pond to serve adjacent residential properties.

Fire: Must meet fire flow requirements and Fire Dept. Access requirements for the 2009 I.F.C.

Water: N/A

MoDOT: See Exhibit C

DISCUSSION:

Zoning Matters signs were placed on the property on April 13, 2016. The petitioner's representatives presented the plan at the meeting on April 20, 2016, before the Planning and Zoning Commission; discussion was held. The subcommittee met on site April 25, 2016; (see Exhibit B for an attendance list). The discussion focused on the

proposed retaining walls, proposed cross-access drive between the subject property and Fresh Thyme Market, neighborhood outreach and citizen feedback.

BOARD OF ADJUSTMENT:

The Board of Adjustment unanimously granted six (6) variance for the property.

- a. Article X. Section A-1000.2 (7) (k) 8 foot parking setback variance along Manchester Rd.
- b. Article X. Section A-1000.2 (7) (k) 10 foot parking setback variance along N. Taylor Ave.
- c. Article X. Section A-1000.2 (7) (p) 8 foot planting screen variance along Manchester Rd.
- d. Article X. Section A-1000.2 (7) (p) 10 foot planting screen variance along N. Taylor Ave.
- e. Article X. Section A-1020.5 (1) 11 frontage trees variance along Manchester Rd. and N. Taylor Ave.
- f. Article V Section A-520.8 10 foot buffer along residential area variance

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 April 25, 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 cross-access drive shall be established between the subject property and the property to the west of the site (Fresh Thyme Market – 1018 N. Kirkwood Rd). A cross-access agreement shall be approved by the City and recorded in the St. Louis County Office of the Recorder of Deeds and shall be filed in the Public Service Director's office prior to issuance of any building permits.
3. Cart corrals, bike racks or other structures shall not occupy any dedicated parking stalls or drives.
4. The primary construction route and entrance shall be via Manchester Road.
5. A minimum six-foot high, sight-proof fence shall be installed along the south property line. The fence shall be constructed of Trex fencing composite material and match the fencing installed by Fresh Thyme Market at 1018 North Kirkwood Road.

6. The modular block retaining walls shall be textured and colored with a pattern that is compatible with the architecture of the building.
7. The minimum parking standards for each individual tenant space shall be evaluated at the time of occupancy to insure that there are an adequate number of available parking spaces.
8. A 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.
9. The petitioner shall comply with all standard conditions as listed in Exhibit A.

Respectfully submitted,

Cindy Coronado

Greg Frick

Gil Kleinknecht

The motion to approve the application was unanimously approved by the eight members present. (Mr. Stauder was absent).

Motion was made by Mr. Kleinknecht and seconded by Ms. Coronado to amend Recommendation No. 2 as follows: "if a ~~A~~ cross-access drive shall be established between the subject property and the property to the west of the site (Fresh Thyme Market – 1018 N. Kirkwood Rd)- any such ~~A~~ cross-access agreement shall be approved by the City and recorded in the St. Louis County Office of the Recorder of Deeds and shall be filed in the Public Service Director's office prior to ~~issuance of any building permits~~ construction of cross-access drive." The motion to amend the report was unanimously approved.

Motion was made by Ms. Drewel and seconded by Mr. Kleinknecht to amend the fifth paragraph of Site Elements Analysis of the report as follows: "There will be one enclosure on site, ~~on the south side adjacent to the bio-retention pond,~~ dedicated for waste disposal that will be constructed of materials matching the proposed building." The motion to amend the report was unanimously approved. Motion was made by Ms. Drewel and seconded by Mr. Kleinknecht to approve the amended report. The motion to approve the amended subcommittee report was unanimously approved by the eight members present.

8. **COMPREHENSIVE PLAN – ENVISION 2035**

A meeting of the Steering Committee is scheduled for May 26.

There being no further business, the meeting adjourned at 7:30 p.m.; and the next meeting will be held May 18, 2016, 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.