



AGENDA
PLANNING AND ZONING COMMISSION MEETING
CITY OF CREVE COEUR, MISSOURI
MONDAY, JULY 6, 2015
7:00 PM

Mr. Tim Carney
Mr. James Faron
Mr. Ken Howard
Ms. Beth Kistner
Mr. Charles Pullium
Mr. Gene Rovak
Mr. Carl Lumley, City Attorney
Ms. Whitney Kelly, City Planner
Ms. Jessica Stutte, Planning Assistant
Ms. Deborah McLaughlin, Recording Secretary

Pursuant to Section 610.022 RSMO, the Planning and Zoning Commission could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. and/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

Reports, documents, plans, and related materials are available for examination at the Creve Coeur Government Center, 300 North New Ballas Road, prior to the meeting.
Special disabled service may be arranged by contacting the Office of the City Administrator in advance.

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ACCEPTANCE OF THE AGENDA**
- 4. APPROVAL OF MINUTES**
 - A. Draft Minutes for the Meeting of June 1, 2015**
- 5. PUBLIC COMMENT**

6. UNFINISHED BUSINESS**A. Application #15-001: Approval Of The Site Development Plan Of An Office Building At 844 N. New Ballas Court**

An application has been submitted for a new 16,432 sq. ft., three-story office building at the southeast corner of East Rue De La Banque and North New Ballas Court. The Applicants are seeking a site coverage bonus for the proposed 69.3% site coverage by providing seating and landscaping. The subject property is Lot 12 within the CityPlace development and was originally to be phase two of the City Place Condominiums. Section 405.370(G)(1)(a) states that any development and/or redevelopment plans for properties within the area bounded by the City limit on the north, Olive Boulevard on the south, Craig Road on the east, and I-270 on the west, requires Planning and Zoning Commission and City Council review and approval.

Applicant: Jack D. Whaley Architect
1529 S. Old Hwy 94, Suite 201
St. Charles, MO 63303

Property Owner: Vanchi Properties LLC
546 N. Warson Road
St. Louis, MO 63141

B. Application #15-011: Approval Of Text Amendments To Chapter 400, Planning, And Various Sections Of Chapter 405, The Zoning Ordinance

The Director of Community Development, on behalf of the City of Creve Coeur, Planning Division has requested several amendments that include a variety of technical corrections and clarifications to Chapter 400, Planning Ordinance, and Chapter 405, Zoning Ordinance. The amendments address changes to the State statutes, correct outdated terminology, delete blind references, add greater precision to vague language and modify notification procedures. Public hearing was held on June 15 and matter continued for further discussion.

7. NEW BUSINESS**A. Election Of Vice-Chair****B. #15-016: Approval Of A Minor Site Plan For A Fence Within The Front-Yard Setback Along Mason Road For The Property 823 Coulange Court**

Keith Uhrig, of Chesterfield Fence, on behalf of Rahu and Theckla Mehta, homeowners of 823 Coulange Court, has submitted a request for a minor site development plan for an opaque 4-foot tall wood fence along the north property line along Mason Road. The subject property is zoned A Single-Family Residential that has a front yard setback of 50 feet.

Applicant: Keith Uhrig
Chesterfield Fence
620 Spirit Valley East Dr.
Chesterfield, MO 63005

Property Owner: Rahu and Theckla Mehta
823 Coulange Court
Creve Coeur, MO 63141

C. Application #15-019: Approval Of A Minor Site Plan For An Awning Over The Roof-Top Filming Platform On The Football Locker Room Building For Missouri Baptist University

An application has been submitted by Rick W. Keisker, of Ittner Architects, on behalf of Missouri Baptist University, for a minor site plan for an awning over the roof-top filming platform on the new football practice field in the southwest corner of the campus. Section 405.1080 requires minor site plan approval for any proposed alteration that would significantly affect the exterior of a building by the Planning and Zoning Commission. The site development plan for the locker room building was reviewed and approved by the Planning and Zoning Commission on April 21, 2014, and is currently under construction.

Applicant: Rick W. Keisker
Wm B. Ittner, Architects, Inc.
611 N. 10th Street
St. Louis, MO 63101

Property Owner: Missouri Baptist University
1 College Park Drive
Creve Coeur, MO 63141

D. Application #14-022: Approval Of A Revised Site Development Plan At The Shoppes At Westgate Located At 12410-12428 Olive Boulevard. Request To Hold Until August 3, 2015

An application has been submitted to revise the site development plan for the Shoppes at Westgate including the renovation of the exterior of the building, new landscaping, and additional parking spaces. Included in the request is the purchase and location of artwork to be coordinated with the City's Arts Committee in consideration of site bonus coverage to 66.8%. The Applicants are working with the Arts Committee on the possibility for establishing a loan program for artwork, and has requested to hold this item while they work with the Committee on the details on an agreement for such a program.

Applicant: Jim Hall
Hall + Associates, LLC
424 S. Clay
St. Louis, MO 63122

Property Owner: The Shoppes at Westgate, LLC
c/o Alliance Management Group, LLC
1 320 North Bemiston Blvd.
Clayton, MO 63105

8. WORK AGENDA

9. DEPARTMENT REPORTS

- A. City Planner
- B. City Attorney

10. ADJOURNMENT

Posted: _____

Whitney Kelly
City Planner

PLANNING AND ZONING COMMISSION MEETING

Monday, June 15, 2015
7:00 P.M.

A public hearing and regular meeting of the Planning and Zoning Commission of the City of Creve Coeur, Missouri was held on Monday, June 15, 2015, at the Creve Coeur Government Center, 300 North New Ballas Road. Chairman Tim Madden called the meeting to order at 7:00 p.m.

MEMBERS PRESENT: Mr. Tim Madden, Chair
Mr. James Faron
Mr. Ken Howard
Mr. Tim Carney
Ms. Beth Kistner
Mr. Charles Pullium
Mr. Gene Rovak

OTHERS PRESENT: Mr. Carl Lumley, City Attorney
Mr. Paul Langdon, Director of Community Development
Ms. Whitney Kelly, City Planner
Ms. Jessica Stutte, Planning Assistant
Deborah McLaughlin, Recording Secretary

1. Call to Order
2. Roll Call
3. ACCEPTANCE OF THE AGENDA
All voted aye.
4. APPROVAL OF MINUTES
 - A. Draft Minutes for the Meeting of June 1, 2015.
Ms. Kistner moved to approve. Mr. Faron seconded the motion. All voted aye.

5. PUBLIC COMMENT

None.

6. UNFINISHED BUSINESS

Application #15-001: Approval of the Site Development Plan of an Office Building at 844 N. New Ballas Court.

Applicant: Jack D. Whaley Architect
1529 S. Old Highway 94, Suite 201
St. Charles, MO 63303

Property Owner: Vanchi Properties LLC
546 N. Warson Road
St. Louis, MO 63141

Mr. John King represented Dr. Jacobs.

Mr. King indicated there are three major points: One is the architectural style and materials on the building; the second thing is the additional landscaping to be located on this site, and the last thing would be the coverage of 69.4 percent, as opposed to the required coverage of a maximum of 63 percent.

Mr. King discussed and showed the materials that will be used for the building.

Mr. King indicated he had received a letter from the neighbors requesting a fence, and the applicant will agree to place a 3 foot or 4 foot high fence at that location.

Mr. King indicated they have gardens located with a tremendous amount of landscaping on this site, and they would like for the Commission to consider that, and if the Commission has problems with it, they'd like to know it and move forward with it.

Mr. King indicated there's several other matters within the neighbors' letter, which they have dealt with and have been unsuccessful. They discuss parking on additional parking lots and areas. Mr. King indicated they have talked to both, condominium owners adjacent to us and to businesses adjacent to us, and none of them will lease any parking spots. Mr. King said they have tried to get additional parking, cause that would have meant they could have had additional square footage to be used by the owners of the building or to be leased by the owners of the building.

Ms. Kistner inquired about number of staff that will be parking at the business, and Ms. Kistner also inquired about the landscaping.

Mr. Carney asked about an alarm on the garage to warn when cars are exiting and for pedestrians. Mr. King indicated they have no problem with that.

Mr. Faron inquired about the architecture of the building and landscaping.

Dan Rocchio, 842 North New Ballas Court, inquired about the trash container and landscaping to screen trash container. Mr. Rocchio discussed parking spaces and a no parking zone.

Ken Alexander, 842 North New Ballas Court, talked about screening the parking lot and additional landscaping.

Mr. Alexander also commented on the building materials.

Mr. Langdon discussed the building materials, the position and size of the building and landscaping.

After discussion concerning a continuance, Ms. Kistner made a motion to continue until the next meeting.

Mr. Howard seconded the motion. There being no further discussion, the resultant vote was as follows:

Ms. Kistner-aye	Mr. Carney-aye	Mr. Howard-aye
Mr. Faron-aye	Mr. Rovak-aye	Mr. Pullium-aye
Chairman-aye		

Mr. King thanked the Commission for the consideration of all that they've given us tonight, and we certainly have a way to go. But what I really would like to tell you is I think you're losing a good man in the City of Creve Coeur. I've dealt with Paul Langdon for, I guess, 20 or 25 years when he was in Maryland Heights and other occasions, and Creve Coeur's loss is somebody else's gain. I think he's done a wonderful job for you. Chairman Madden agreed.

7. New Business

Public Hearing. Application #15-011: For Text Amendments to Chapter 400, Planning, and Various Sections of Chapter 405, the Zoning Ordinance.

Applicant: Paul Langdon

Director of Community Development

Mr. Langdon indicated that from time to time we accumulate changes to the state law, as well as experiences that either we have to recognize in the Zoning Code, or if we find it appropriate, to incorporate it in the Zoning Code. What you have tonight is a proposed amendment that covers some of both.

In the cases of the state law changes, I think the wording is fairly clear and simple, and most of those, it's fairly minor. Some of the larger, more complicated issues are the ones that come out of our experience in working with the code.

Mr. Langdon spoke about apodments.

They don't fit in with what we consider appropriate housing in single-family areas. They don't even fit in with what we consider appropriate housing in multifamily areas. They're a dormitory. They're a rooming house. They're not what fall into our definition as it applies to a single-family house or a multifamily house. So rather than get into some complex means of trying to limit them, we've simply turned the definition to family, and said there are some versions of housing, which you can argue over how they go up, but we don't really care, we're just saying we know that. They're not what we have in mind. They include dormitories, fraternities, sororities, motel, hotels, rooming houses, boarding houses, and now suggesting that it should say apodments. Perhaps a definition of what that means, but I think that anything that follows this model of having a common kitchen, but multiple rooms of unrelated people is really what we're talking about. It's that rooming house or dormitory type of setting.

Mr. Langdon spoke about minimum district size and discussion was had.

Mr. Langdon spoke about notification. Discussion was had concerning email, newsletter and posted notices.

Linda Rezny, 104 Graeser Acres, sent an email to the Commission, and also discussed her opinions on the text amendment.

Joe Levy, 1100 Dautel, thanked Mr. Langdon for his service.

Mr. Levy expressed to the Commission his opinions concerning notification and about the amount of time that would be taken for printing. That's quite a long time. I'd say you shouldn't take that long for printing.

Mr. Levy indicated that the newsletter makes the Planning Commission more accessible and less opaque.

Discussion was had among the Commission concerning the text amendment.

8. Work Agenda
None.

9. DEPARTMENT REPORTS

A. Community Development Director

This is Mr. Langdon's last P&Z meeting, and Mr. Langdon told the Commission it has been a pleasure. You guys do great work. Witness tonight's discussion a lot of times, text amendments are dull and they're not interesting, but you guys pay attention to every change, and you should be proud of that.

It's been a great experience for me. I'm very honored to have served the City for this long. Hope I've made a positive change.

Certainly thank all of you for the very generous comments and compliments you've given me. It makes it even more difficult to say good-bye, but I'm not leaving town. I'll still be around, and I'll still be dropping by once in a while to see how things are going.

And I certainly wish you all, and the rest of the City, and the Council great success. And the staff that remain are some of the best folks that I've worked with, and I hope that you maintain the positive relationship with them that exist today, because they work hard and deserve a pat on the shoulder once in a while.

B. City Attorney

Mr. Lumley commented on Mr. Langdon's and Mr. Madden's service.

Since this is Chairman Madden's last P&Z meeting, Mr. Faron spoke on behalf of the Commission in thanking Chairman Madden. Mr. Madden told the Commission it was an honor and pleasure serving with all of you and all the people that came before. Mr. Madden indicated he guessed there was a possible 216 meetings while he was on the Commission. Some of them we didn't have, but I think I missed maybe a total of three or four out of 216.

10. ADJOURNMENT

There being no further business to come before the Planning & Zoning Commission, the meeting was adjourned at 9:36 p.m.

Tim Madden, Chairman

Produced by: Deborah K. McLaughlin, Court Reporter



city of

CREVE COEUR

6.1.a

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

APPLICATION TO PLANNING AND ZONING COMMISSION #15-001 FOR SITE DEVELOPMENT PLAN OF AN OFFICE BUILDING AT 844 N. NEW BALLAS COURT

FOR THE MEETING OF: July 6, 2015

LOCATION: 844 New Ballas Court

REQUEST: An Application has been submitted for a new three story office building at the corner of E. Rue De La Banque and N. New Ballas Court. The item was tabled at the March 16th Planning and Zoning Commission meeting pending resolution regarding the building setback from Rue De La Banque. The Board of Adjustment granted the variance for a 25-foot setback. The Applicant's has revised the site plan and building elevations for review.

ADDITIONAL INFORMATION: The subject property is Lot 12 within the CityPlace development and was originally to be phase two of the City Place Condominiums. Section 405.370(G)(1)(a) states that any development and/or redevelopment plans for properties within the area bounded by the City limit on the north, Olive Boulevard on the south, Craig Road on the east, and I-270 on the west, requires Planning and Zoning Commission and City Council review and approval.

Key Issues:

- Does the request further the goals and/or implement the Comprehensive Plan?
- Does the request follow the Design Guidelines?

Comprehensive Plan References

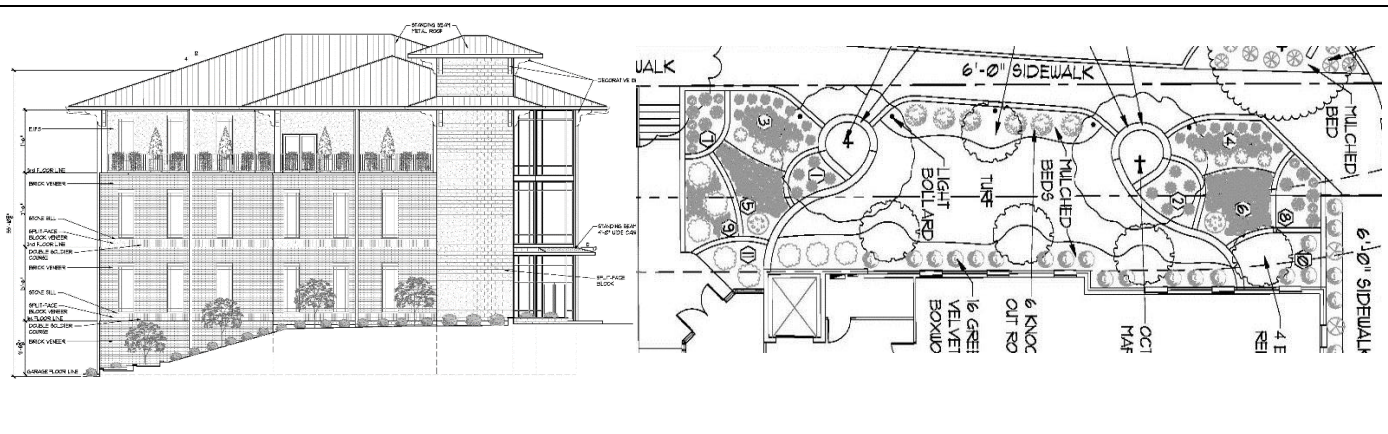
- Central Business District Action Area
- Design Guidelines

Zoning Code References

- Section 405.370: "CB" Core Business District
- Section 405.540: Landscaping
- Section 405.680: Lighting
- Article VII Off-Street Parking and Loading Requirements
- Section 405.1080: Site Concept, Site Development and Minor Site Plan Approval

APPLICANT: Jack D. Whaley
1529 S. Old Hwy 94, Suite 201
St. Charles, MO 63303

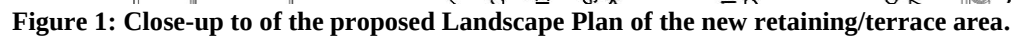
PROPERTY OWNER: Vanchi Properties LLC
546 N. Warson Road
St. Louis, MO 63141



REPORT PREPARED BY: Whitney Kelly, AICP, City Planner
DATE: July 1, 2015
ATTACHMENTS: Revised Drawings submitted July 1, 2015

Attachment: Staff Report.7-6-2015 (1401 : 844 N. New Ballas Court)

Based upon the discussion of the June 15th Planning Meeting, the Applicant has revised the drawings to address the two remaining items regarding the building material and site coverage bonus. The revised elevations indicate that the buildings will be brick with the exception of the inset of the top floor to the EIFS, and the revised landscape plan shows additional plantings and curved terraced walls along the west elevation that will vary in height of between 12 inches to 20 inches above grade. Additionally, the prior Staff Report indicated that an opaque wall or fence at least 30 inches tall but no more than 48 inches tall shall be constructed between the entire east side of the parking lot and the proposed evergreen hedge. The Applicant has included a 40 inch high brick wall that weaves between the hedge to provide greater interest and allow room for doors to swing open. Below are details from the Applicant's drawings:



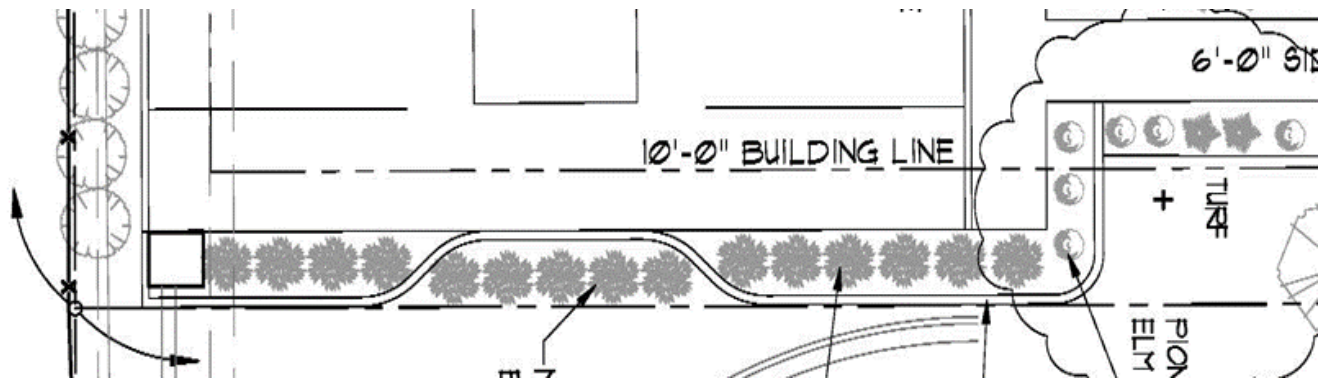


Figure 3: Close-up of the proposed 40" brick wall along to the east of the parking lot.

STAFF REVIEW AND RECOMMENDATION

A complete review of the project against the Comprehensive Plan, Design Guidelines and Zoning Code was presented more fully in the prior Staff Reports and should still be taken into consideration. The only significant change and the point of review is the landscaping elements that are proposed for a site coverage bonus of 69.4%. The elevation drawings lack sufficient detail to get a sense of how the design will be viewed from the street. The Applicants are having the color renderings revised to assist the Commission's review of the design, however, they will not be available until the meeting. If after reviewing the Applicant's presentation, the Commission finds that the proposed changes meet with the intent of unique landscaping features, addresses the grade changes appropriately and creates a significant interest along E. Rue De La Banque Street, they should make a motion for a recommendation to City Council for the proposed plans as submitted. Staff recommends the following conditions be incorporated in any such motion.

1. The Applicant is required to submit a Building Permit application, as required by Article II of the Building Code. Exterior elevations shall be in substantial conformance with the "Exterior Elevations" and "Landscape Plan" received July 1, 2015 and "Parking Lot light fixtures" and "Photometric Plan" submitted on December 24, 2014 as bound together and submitted in conjunction with Application #15-001 by Jack Whaley, Architect.
2. The Applicant is required to submit a Site Improvement Permit application, showing all exterior improvements, as required by Section 420.070 of the Land Disturbance Code. The permit application shall be in substantial conformance with the "Civil Site/Striping Plan" received July 1, 2015 as bound together and submitted in conjunction with Application #15-001 by Jack Whaley, Architect.
3. The maximum site coverage allowed for the site shall be 69.4% in recognition of the proposed landscaping and cross-access easement on North New Ballas Court.
4. An underground irrigation system shall be installed as required under Section 405.540(10). All landscaping shall be maintained per the approved Landscape Plan and any vegetation that is totally or predominantly dead and/or disfigured due to disease or injury shall be replaced as needed and in a prompt and workmanlike manner as dictated by accepted horticultural standards.

If the Commission proceeds with a motion, a draft resolution will be prepared based on the Commission members' decision. The following is an example of an appropriate motion for this application, if the Commission wishes to make a recommendation to the City Council at the June 15th meeting:

"I move to recommend approval of the site development plans and landscape plans as bound together with Application #15-001, as presented to the Planning and Zoning Commission, subject to the conditions contained in the staff report for the meeting of July 6, 2015" (conditions may be added, eliminated, or modified by preceding motion).

APPENDIX 1: COMPREHENSIVE PLAN

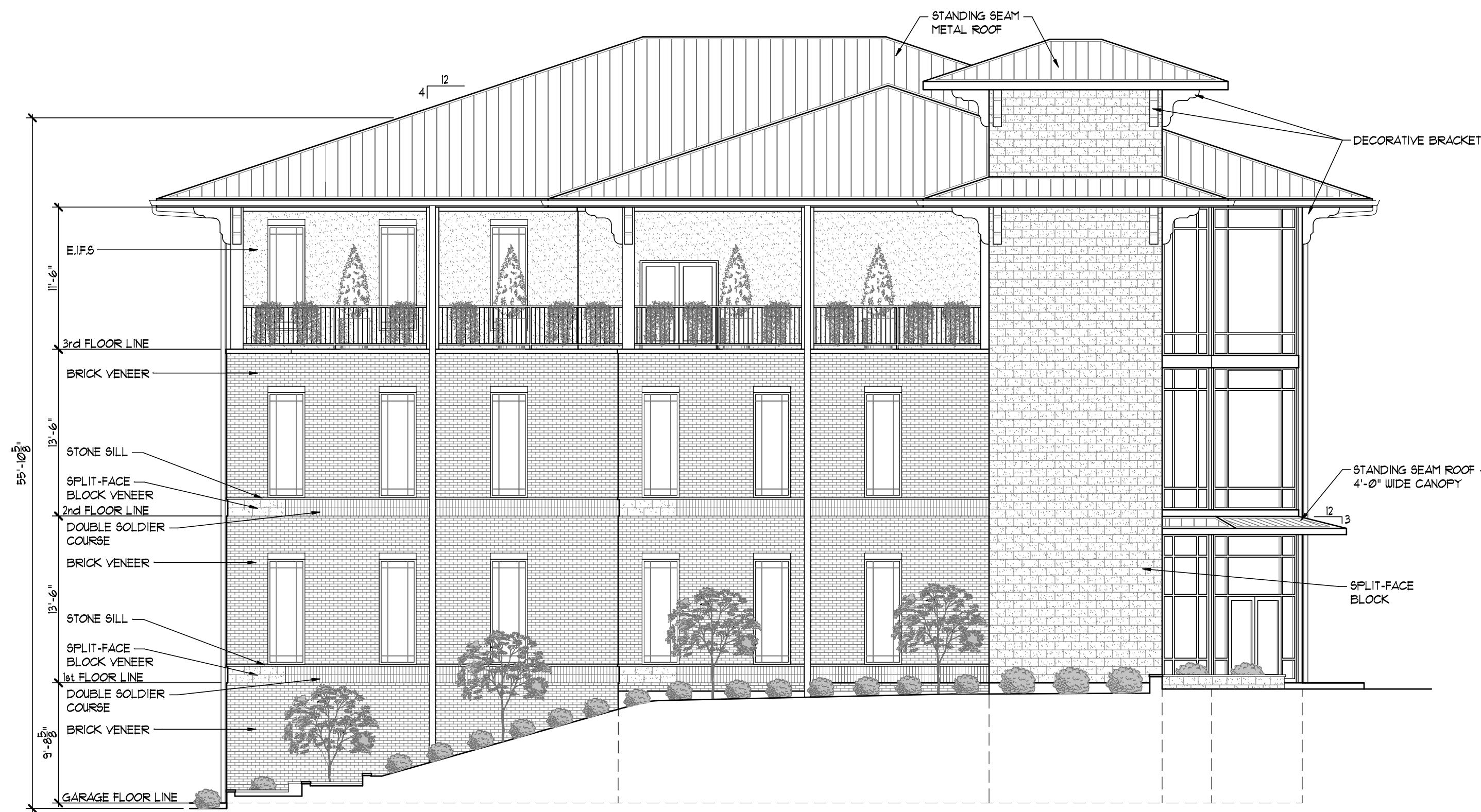
Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

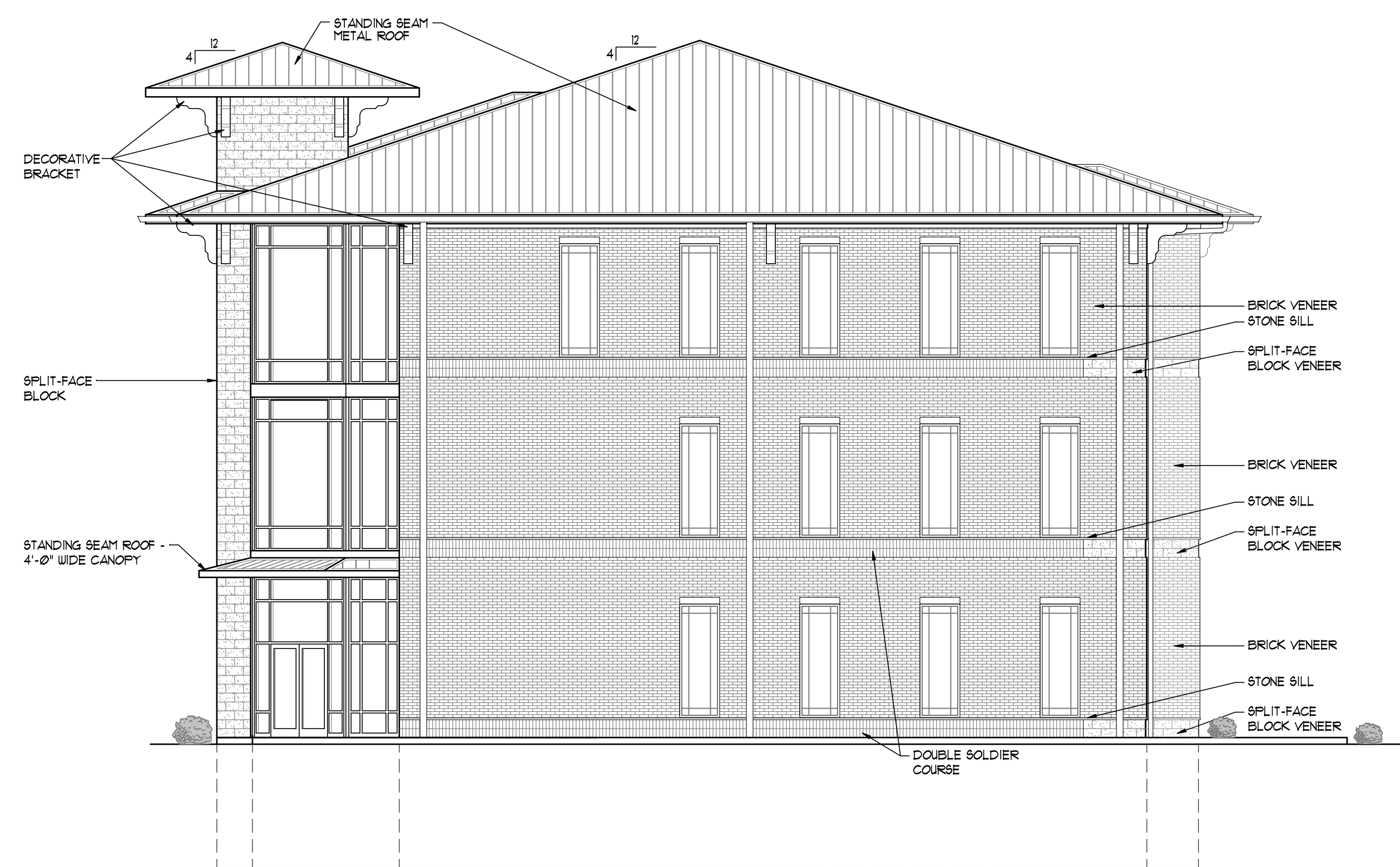
Included and attached by reference. See body of report for specific excerpts.



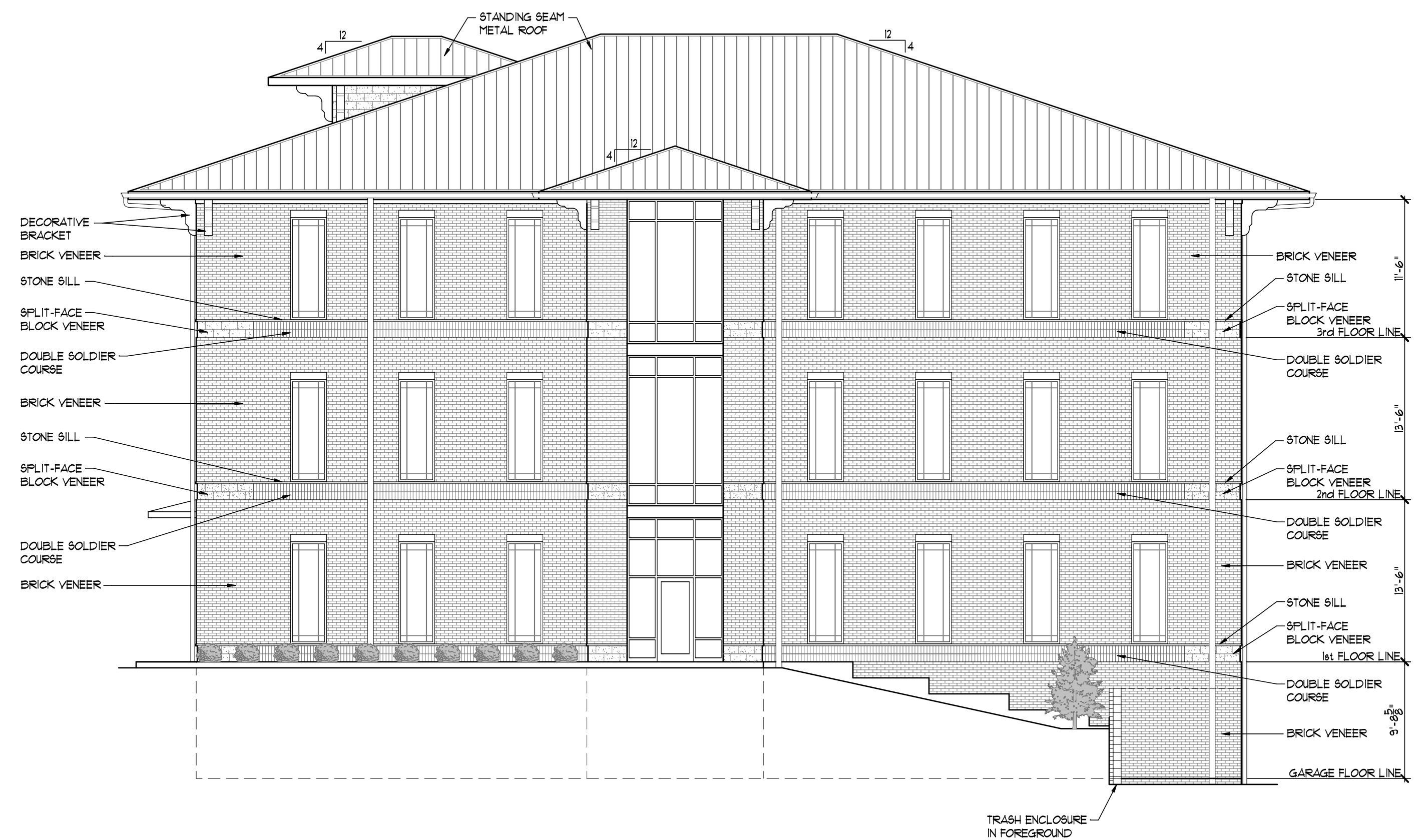
WEST ELEVATION
Scale: 1/4" = 1'-0"



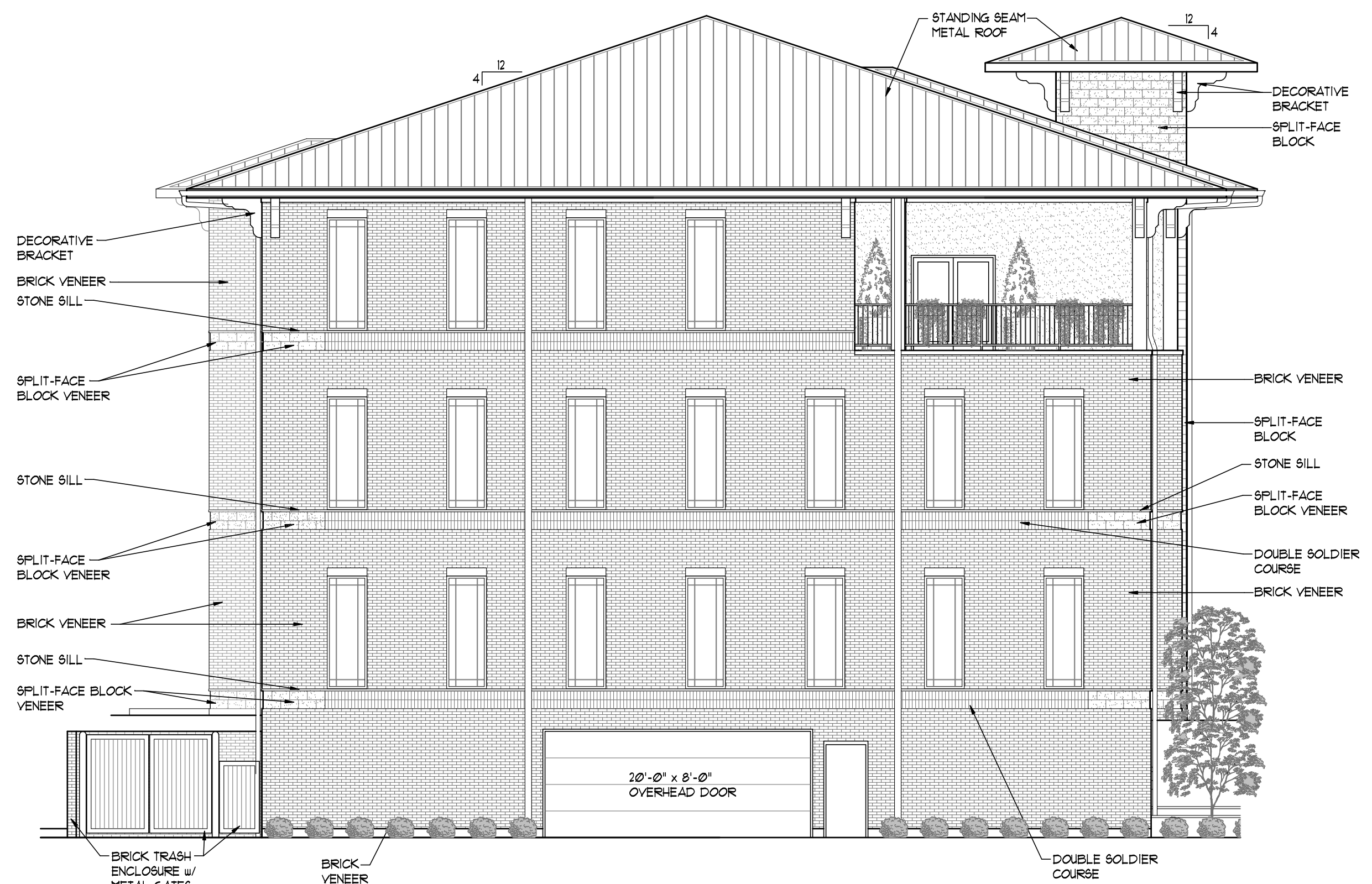
WEST ELEVATION
Scale: 1/8" = 1'-0"



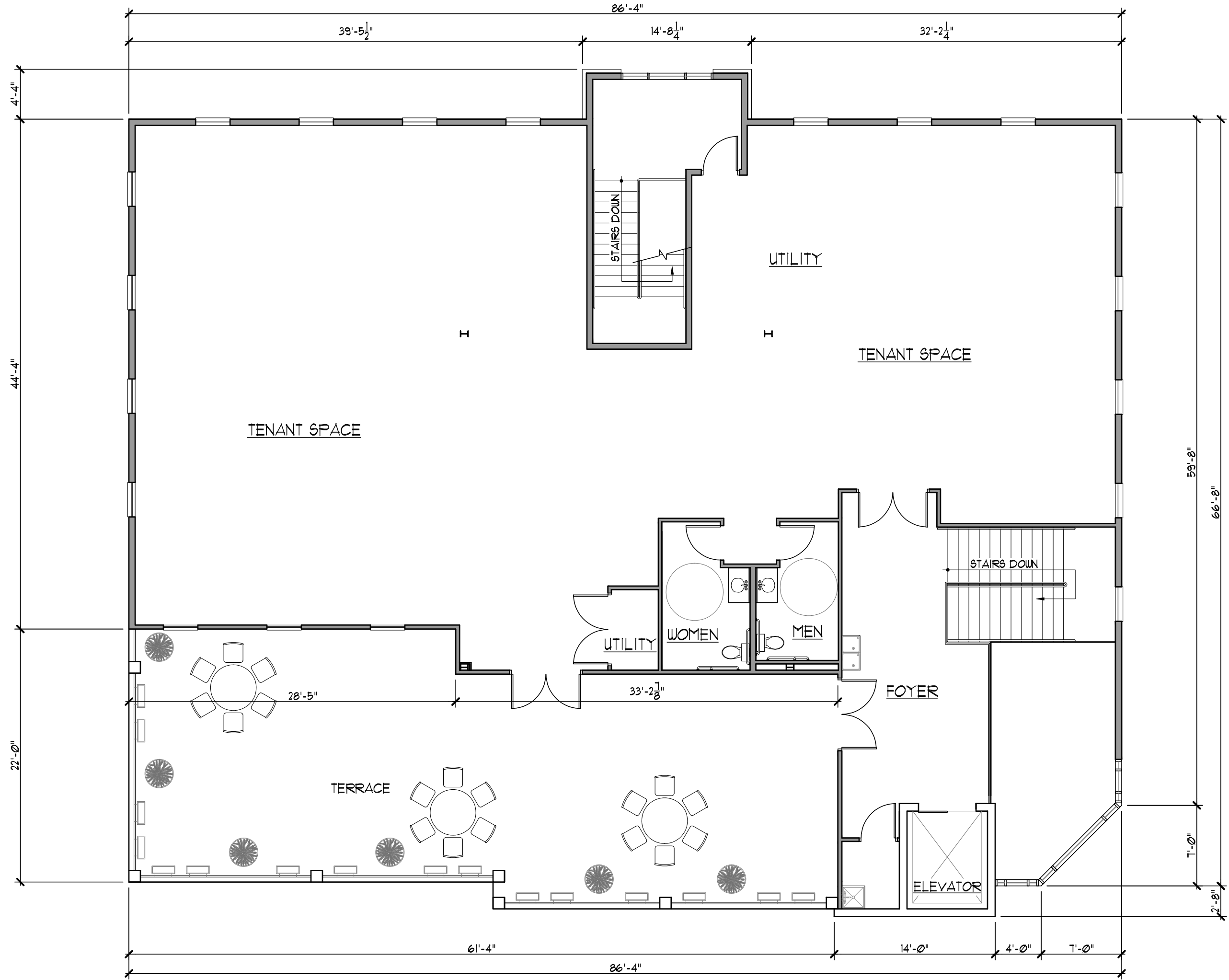
SOUTH ELEVATION
Scale: 1/8" = 1'-0"



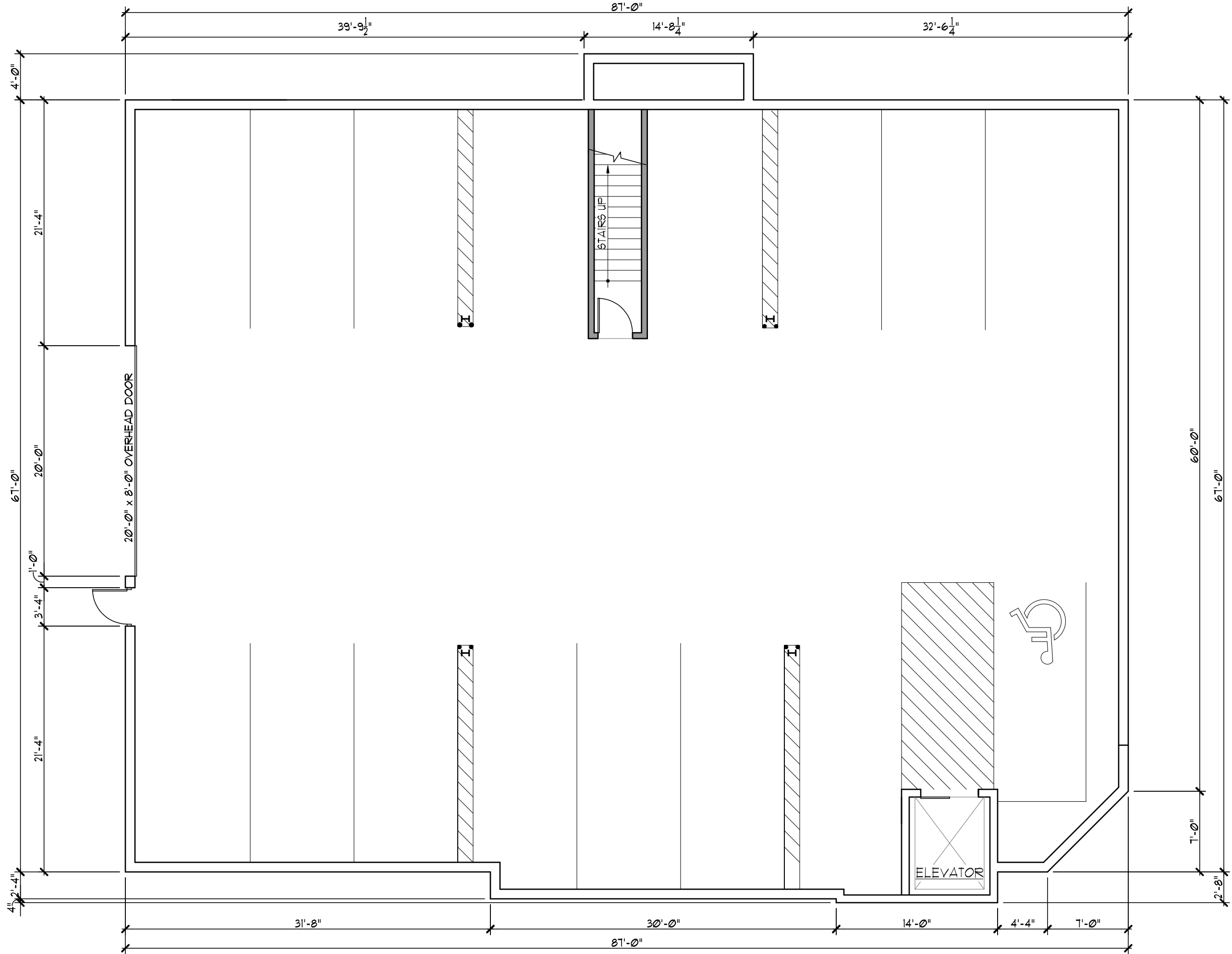
EAST ELEVATION
Scale: 1/8" = 1'-0"



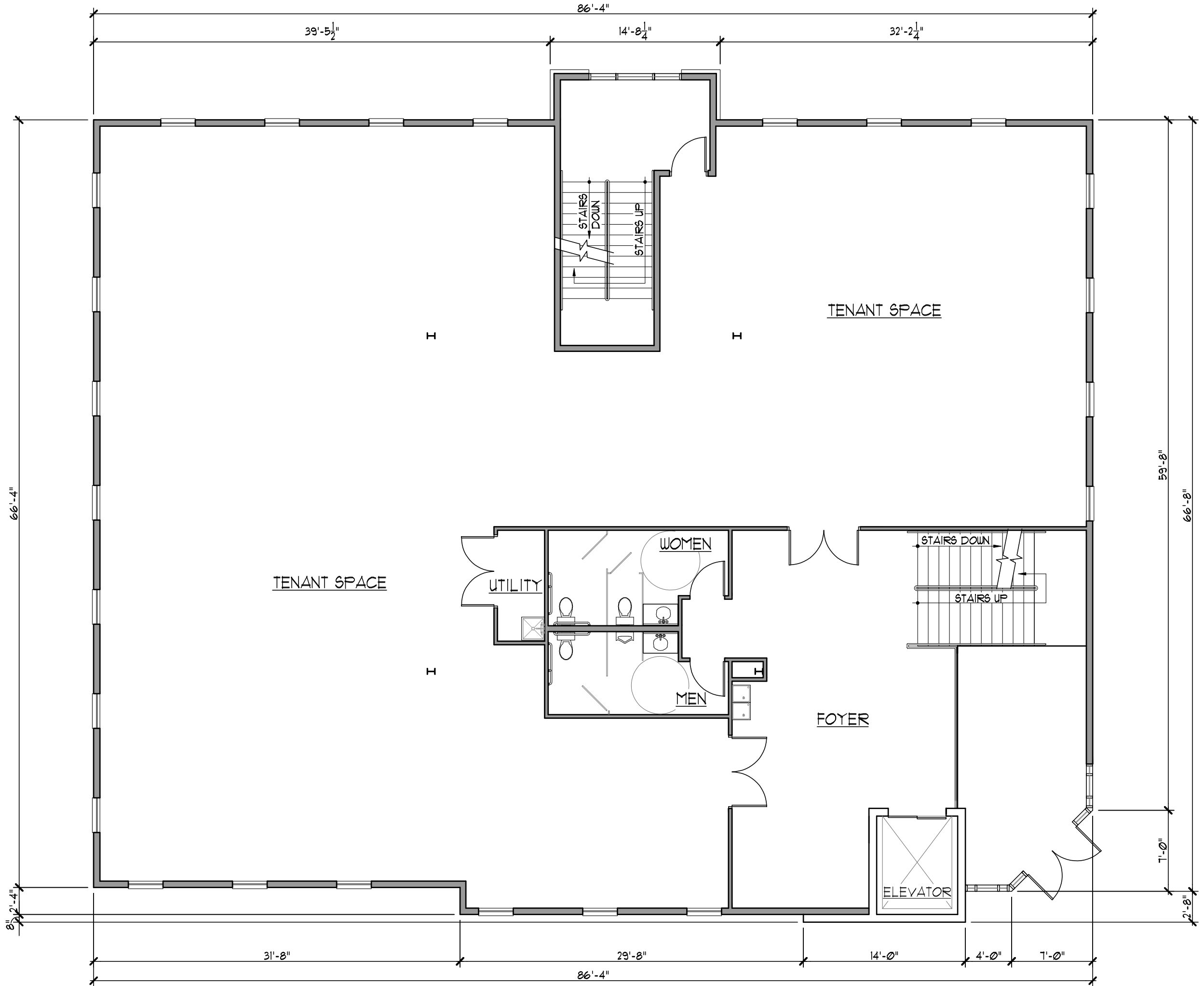
NORTH ELEVATION
Scale: 1/8" = 1'-0"



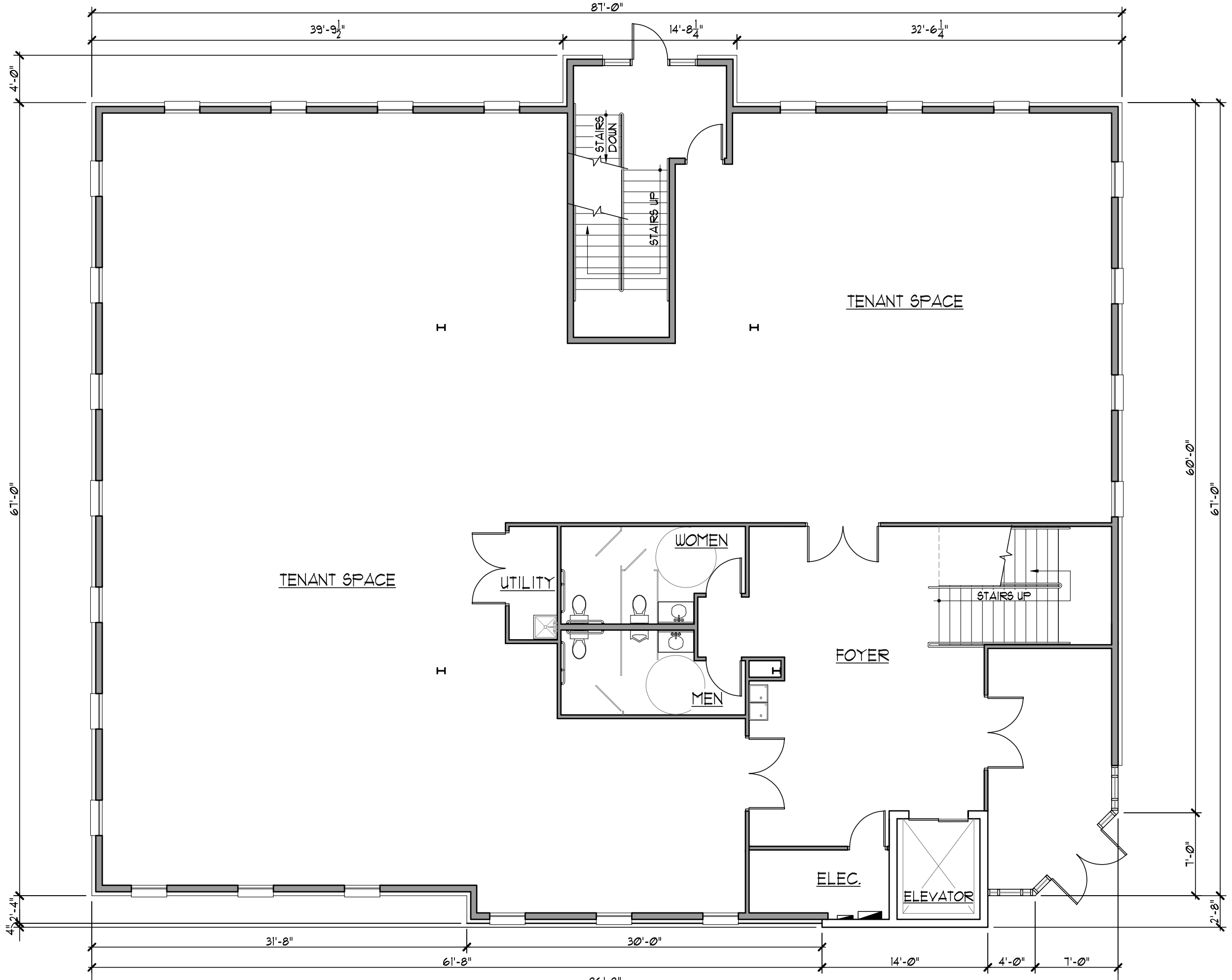
THIRD FLOOR PLAN
Scale: 1/8" = 1'-0"
Building: 4584 Square Feet
Leasible Space: 3175 Square Feet



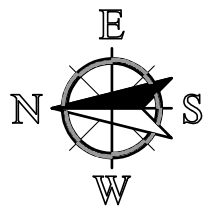
GARAGE FLOOR PLAN
Scale: 1/8" = 1'-0"

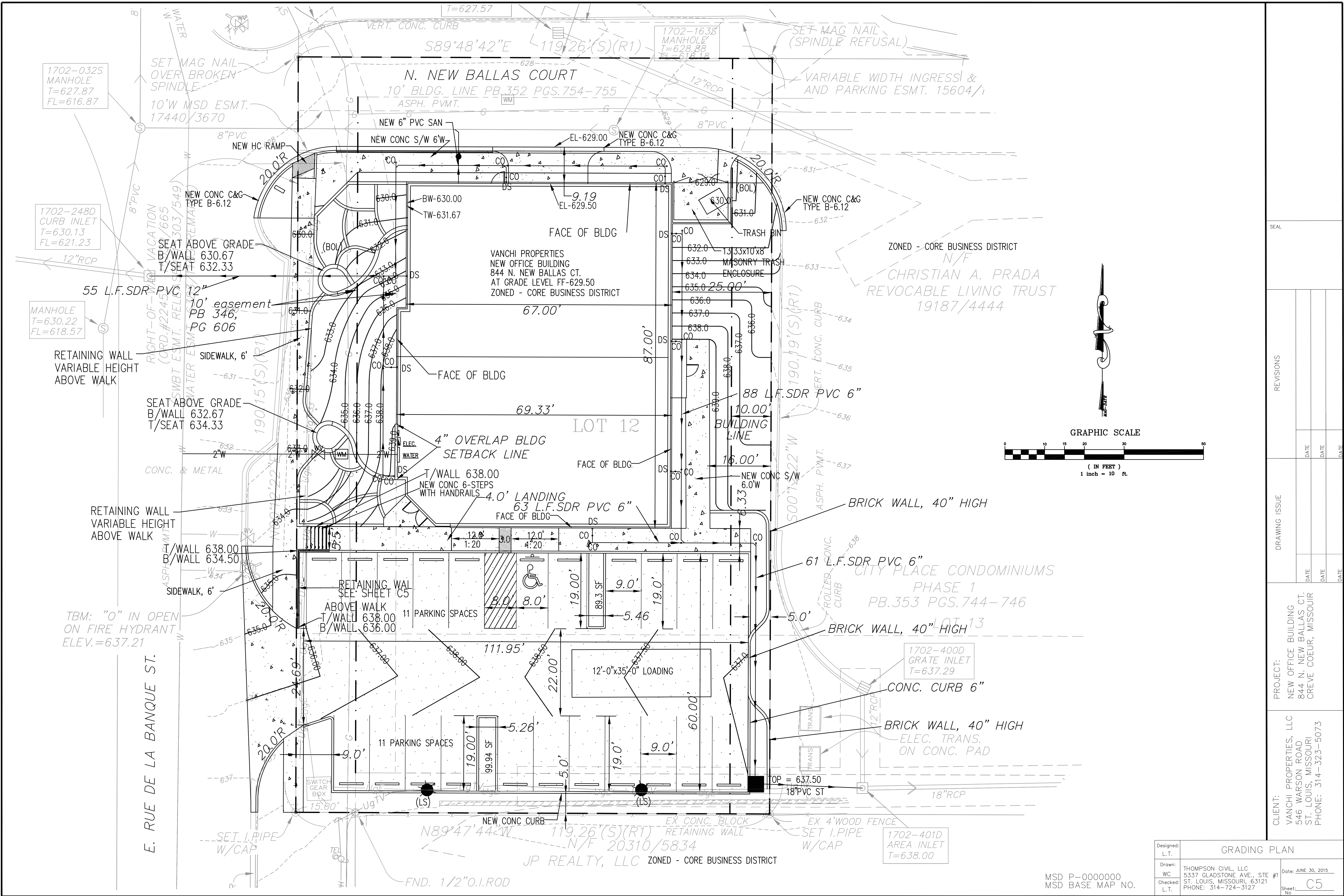


SECOND FLOOR PLAN
Scale: 1/8" = 1'-0"
Building: 5880 Square Feet
Leasible Space: 4163 Square Feet



FIRST FLOOR PLAN
Scale: 1/8" = 1'-0"
Building: 5967 Square Feet
Leasible Space: 4163 Square Feet





MARK	LANDSCAPING AND GRADE ELEVATION - TERRACED PLANTERS
①	SEABROOK JUNIPER - GRADE ELEVATION = 635.67
②	SEABROOK JUNIPER - GRADE ELEVATION = 633.67
③	LOW BUSHES - EVERGREEN AND DWARF ALBERTA SPRUCE w/ IVY - GRADE ELEVATION = 635.0
④	LOW BUSHES - EVERGREEN AND DWARF ALBERTA SPRUCE w/ IVY - GRADE ELEVATION = 632.67
⑤	BLUE RUG JUNIPER - TO EXTEND OVER WALL AND SMALL TREE - GRADE ELEVATION = 635.67
⑥	BLUE RUG JUNIPER - TO EXTEND OVER WALL AND SMALL TREE - GRADE ELEVATION = 634.67
⑦	LOW BUSHES AND EUONYMUS - GRADE ELEVATION = 637.0
⑧	LOW BUSHES AND EUONYMUS - GRADE ELEVATION = 631.0
⑨	GREEN MOUNTAIN BOXWOODS w/ GROUND COVER - GRADE ELEVATION = 638.0
⑩	GREEN VELVET BOXWOODS AND EASTERN RED BUD - GRADE ELEVATION = 632.0
⑪	GREEN MOUNTAIN BOXWOODS - GRADE ELEVATION = 638.5

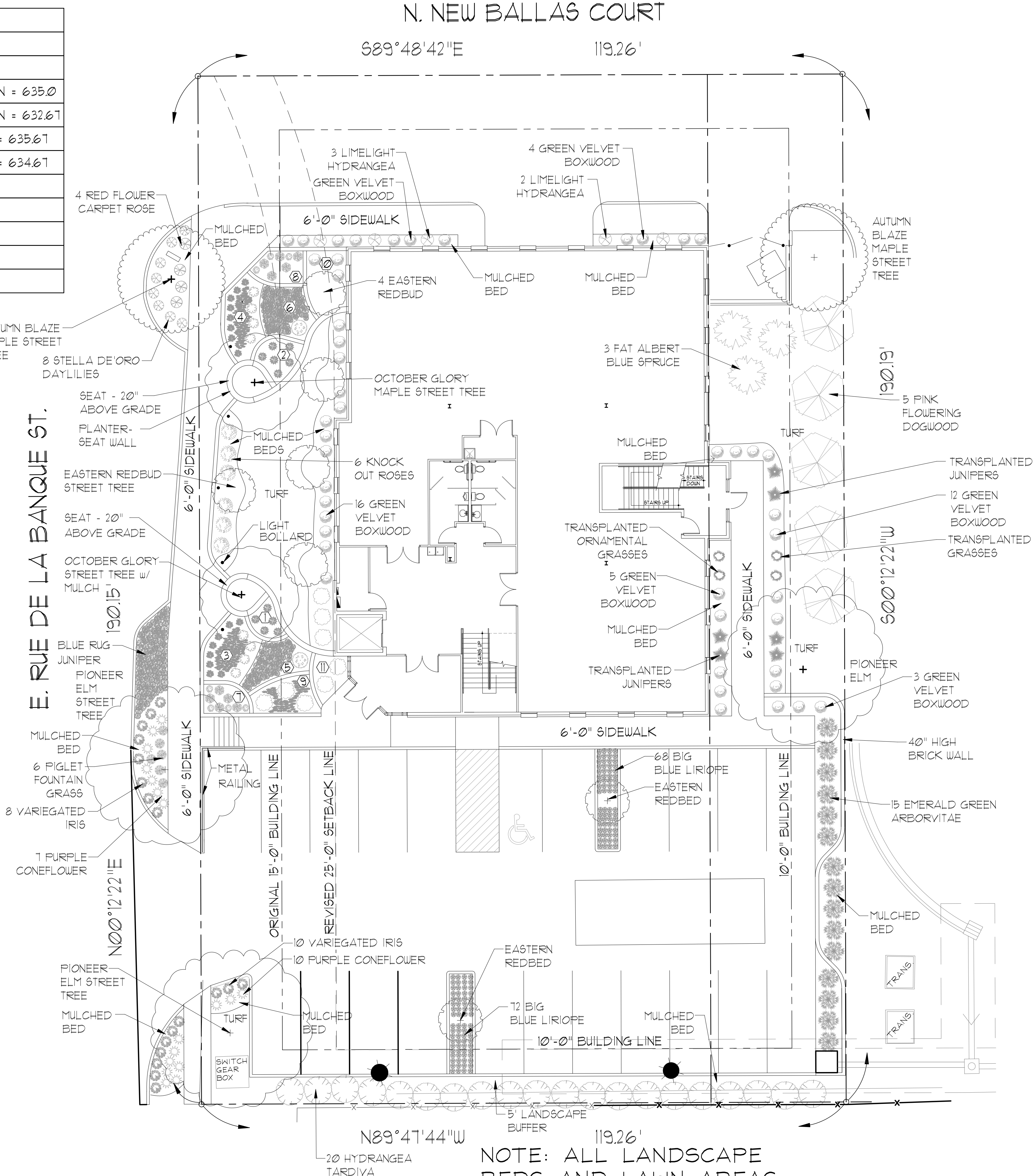
- NOTES:
- WALLS DIVIDING LANDSCAPE AREAS ARE LOW VERSALOK WALLS.
 - AREAS NOT COVERED w/ GROUND COVER (IVY OR BLUE RUG JUNIPER) TO BE MULCHED.

PLANT SCHEDULE

SHADE TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	Notes
	2	AUTUMN BLAZE MAPLE/ACER X FREEMANII 'JEFFERSRED'	3" CAL	STREET TREES
	3	PIONEER ELM/ULMUS 'PIONEER'	3" CAL	2 ARE STREET TREES
	2	OCTOBER GLORY MAPLE/ACER RUBRUM 'OCTOBER GLORY'	3" CAL	STREET TREES
EVERGREEN TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	3	COLORADO BLUE SPRUCE/PICEA PUNGENS 'FAT ALBERT'	6'-7'	
	14	EMERALD GREEN ARBORVITAE / THUJA OCCIDENTALIS 'EMERALD GREEN'	6'-7'	
FLOWERING TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	8	EASTERN REDBUD / CERIS CANADENSIS	3" CAL	3 ARE STREET TREES, 2 ARE PARKING LOT TREES
	5	PINK FLOWERING DOGWOOD / CORNUS FLORIDA RUBRA	6'-7'	
SHRUBS	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	6	BOXWOOD /BUXUS X 'GREEN MOUNTAIN'	24" - 30"	
	20	TARDIVA HYDRANGEA / HYDRANGEA PANICULATA 'TARDIVA'	5 GAL	
	X 5	BOXWOOD /BUXUS X 'GREEN VELVET'	18 - 24"	
	X 7	LIMELIGHT HYDRANGEA	5 GAL	
PERENNIALS/ORNAMENTAL GRASSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	18	PURPLE CONEFLOWER / ECHINACEA PURPUREA 'MAGNUS'	1 GAL	
	8	STELLA DE ORO DAYLILLY / HERMERCALLUS HYBRID 'STELLA DE ORO'	1 GAL	
	19	VARIGATED IRIS / IRIS PALLIDA 'VARIEGATA'	1 GAL	
	7	PIGLET DWARF FOUNTAIN GRASS / PENNISTETUM 'PIGLET'	1 GAL	
	140	Big Blue Liriope	1 Cb.	
ROSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	4	FLOWER CARPET ROSE RED/ ROSA X 'NOARE'	2 GAL	
	6	KNOCKOUT ROSE / ROSA 'KNOCKOUT'	5 GAL	

*NOTE: STREET TREES & PARKING LOT TREES - PROVIDE MIN 6' CLEAR BRANCHING HEIGHT.

E. RUE DE LA BANQUE ST.



NOTE: ALL LANDSCAPE BEDS AND LAWN AREAS TO BE IRRIGATED

NEW OFFICE BUILDING
844 NEW BALLAS CT.
CREVE COEUR, MO
63141

Landscape Plan
1" = 10'-0" 3-30-2015
This Landscape Plan is the exclusive property of Horstmann Brothers, LLC Landscape Services.
Any reproduction of this plan without expressed written permission from Horstmann Brothers, LLC Landscape Services is strictly prohibited.

Horstmann
Brothers
LLC
Landscape Contractors

JUNE 30, 2015

LANDSCAPE GUIDELINE SPECS:

GENERAL:

- 1.) All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against injury to public. The landscape contractor shall be responsible for any coordination with other site related work being performed by other contractors. Refer to architectural drawings for further coordination of work to be done.
- 2.) Underground facilities, structures and utilities must be considered approximate only. There may be others not presently known or shown. It shall be the landscape contractor's responsibility to determine or verify the existence of and exact location of the above (Call 1-800-DIG-RITE).
- 3.) Plant material are to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth minimum and graded smooth immediately before planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
- 4.) It shall be the landscape contractor's responsibility to:
 - A.) Verify all existing and proposed features shown on the drawings prior to commencement of work.
 - B.) Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
 - C.) Stake the locations of all proposed plant material and obtain the approval of the owner's representative or landscape architect prior to installation.
- 5.) Items shown on this drawing take precedence over the material list. It shall be the landscape contractor's responsibility to verify all quantities and conditions prior to implementation of this plan. No substitutions of types or size of plant materials will be accepted without written approval from the landscape architect.
- 6.) Provide single-stem trees unless otherwise noted in plant schedule.
- 7.) All plant material shall comply with the recommendations and requirements of ANSI Z60.1 "American Standards for Nursery Stock".
- 8.) It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect prior to acceptance. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
- 9.) All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be a unit price contract.
- 10.) All plant material to be transplanted shall be transplanted according to guidelines set by AAN standards. Transplanted material will not be guaranteed by the landscape contractor.

INSURANCE:

- 1.) The landscape contractor shall submit certificates of insurance for workman's compensation and general liability.

MULCH:

- 1.) All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
- 2.) No plastic sheeting or filter fabric shall be placed beneath shredded bark mulch beds. Myrafil fabric shall be used beneath all gravel mulch beds.
- 3.) Edge all beds with spade-cut edge unless otherwise noted.

MAINTENANCE:

- 1.) Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
- 2.) Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.

TOPSOIL:

- 1.) Topsoil mix for all proposed landscape plantings shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss as per planting details. Roto-till topsoil mix to a depth of 6" minimum and grade smooth.
- 2.) Provide a soil analysis, as requested, made by an independent soil-testing agency outlining the % of organic matter, inorganic matter, deleterious material, pH and mineral content.
- 3.) Any foreign topsoil used shall be free of roots, stumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material.
- 4.) Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of shredded bark mulch.

MISC. MATERIAL:

- 1.) Provide stakes and deadmen of sound, new hardwood, free of knotholes and defects.
- 2.) Tree wrap tape shall be 4" minimum, designed to prevent borer damage and winter freezing. Additionally, only 3-ply tying material shall be used.

TURF:

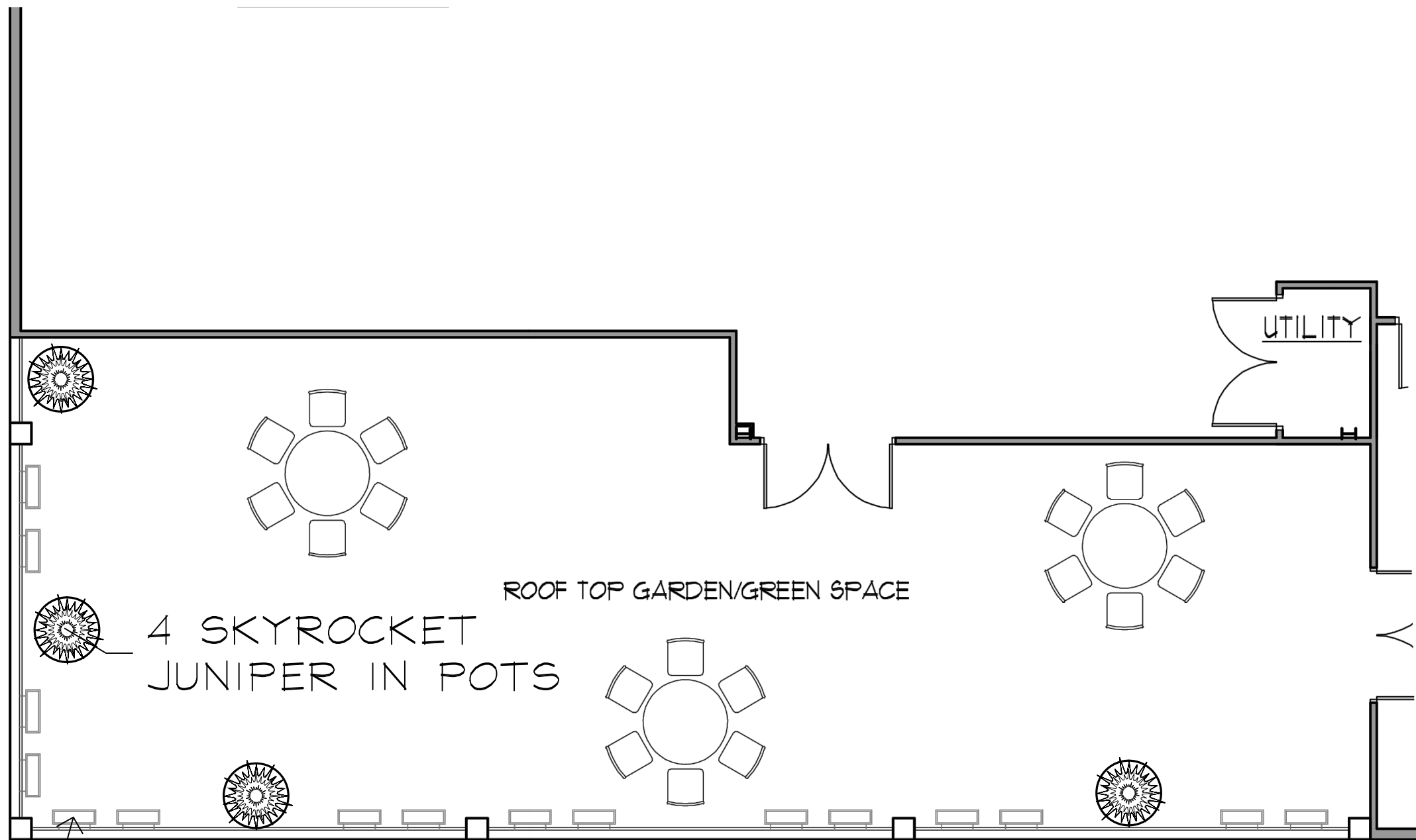
- 1.) All disturbed lawn areas to be seeded with a mixture of Turf-Type fescue (300# per acre) and bluegrass (18# per acre). Lawn areas shall be unconditionally warranted for a period of 90 days from date of final acceptance. Bare areas more than one square foot per any 50 square feet shall be replaced.
- 2.) Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted.
- 3.) Any points carrying concentrated water loads and all slopes of 15% or greater shall be sodded.
- 4.) All sod shall be placed a maximum of 24 hours after harvesting.
- 5.) Recondition existing lawn areas damaged by Contractor's operations including equipment/material storage and movement of vehicles.

WARRANTY:

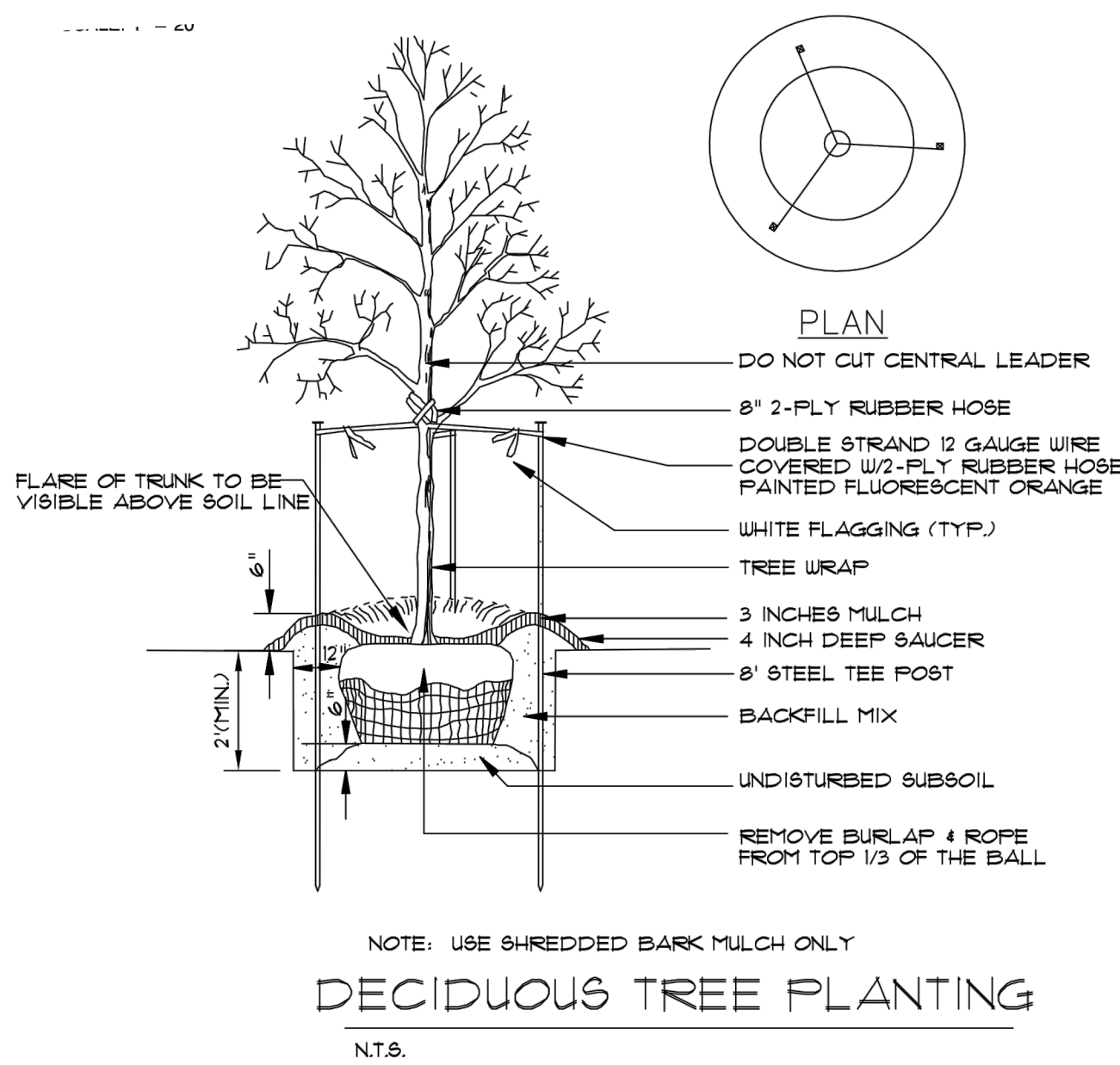
- 1.) All plant material (excluding ground cover, perennials and annuals) are to be warranted for a period of 12 months after installation at 100% of the installed price.
- 2.) Any plant material found to be defective shall be removed and replaced within 30 days of notification or in growth season determined to be best for that plant.
- 3.) Only one replacement per tree or shrub shall be required at the end of the warranty period, unless loss is due to failure to comply with warranty.
- 4.) Lawn establishment period will be in effect once the lawn has been mowed three times. Plant establishment period shall commence on the date of acceptance and 100% completion.

LANDSCAPE REQUIREMENTS

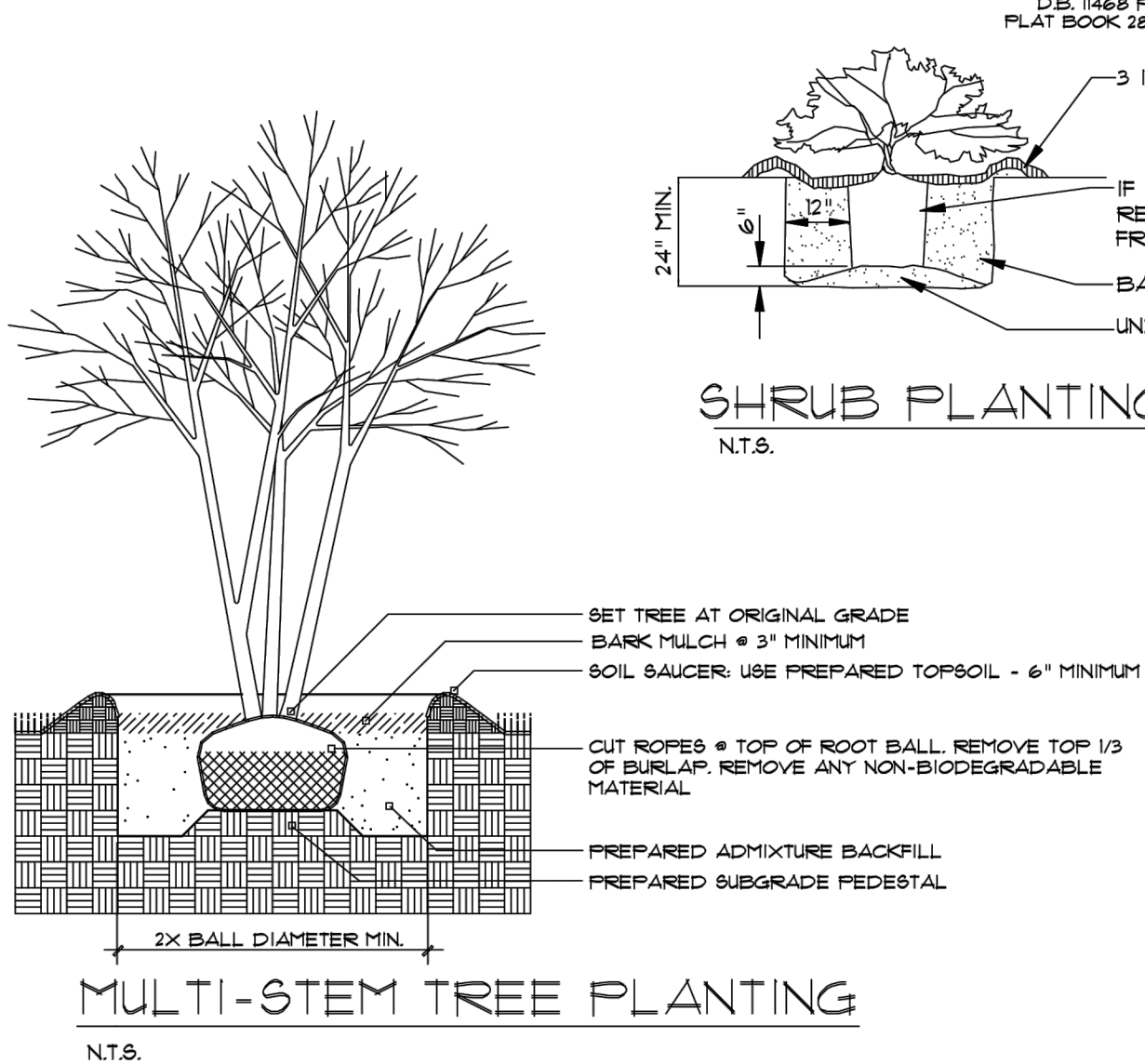
(1) street tree per 30' of frontage or part thereof
105 L.F. frontage along E Rue De La Banque therefore 4 trees required and 7 provided
115 L.F. frontage along New Ballas Ct, therefore 4 trees required and 2 provided
City of Creve Coeur requested owner to add sidewalk on North side of building & so limited planting space is remaining along Ballas Ct. Total Qty of street trees between E. Rue De La Banque and New Ballas Ct exceeds requirement
Continuous opaque screen between parking lot and adjoining residential facility: Requirement Met
Minimum of 10 SF interior parking lot landscaping for every 350 SF of paved area. 6623 SF Paved Area. 189 SF Required. 189 SF Provided
(2) deciduous shade trees within and up to every 100 LF of parking for each parking row
100 L.F. parking row therefore 2 deciduous trees required and 2 provided within the lot, and 2 street trees at the entrance to the lot, and 1 tree in the lawn next to the lot
5' Min landscape buffer between parking lot and property line of abutting property. Requirement met
In-ground automatic irrigation system is required and will be provided as a condition of development (by others)



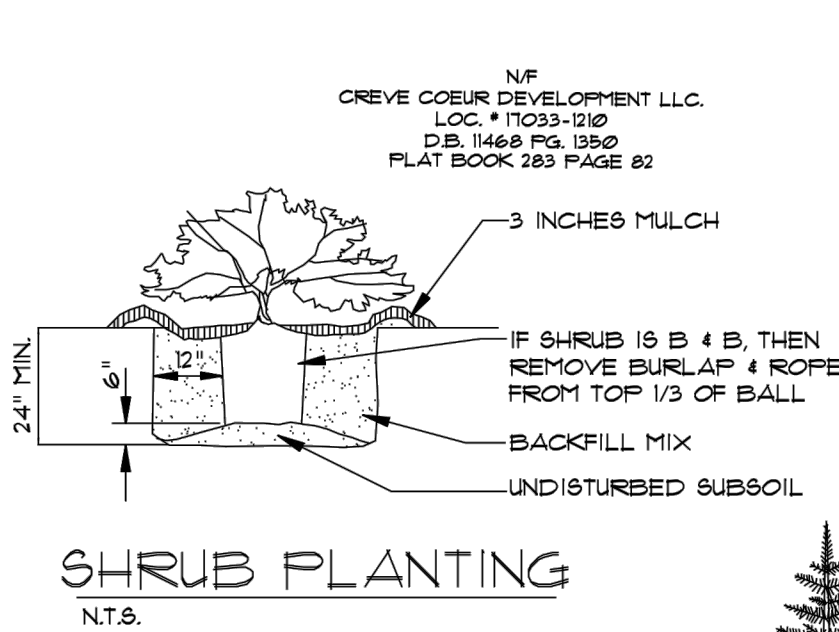
PLANTER BOXES
FILLED WITH TRAILING
VINES - MIX OF
FLOWERING & GREEN.
ANNUALS AND/ OR PERENNIALS
EG: SWEET AUTUMN CLEMATIS,
SWEET POTATO VINE,
TRAILING PETUNIAS, IVY



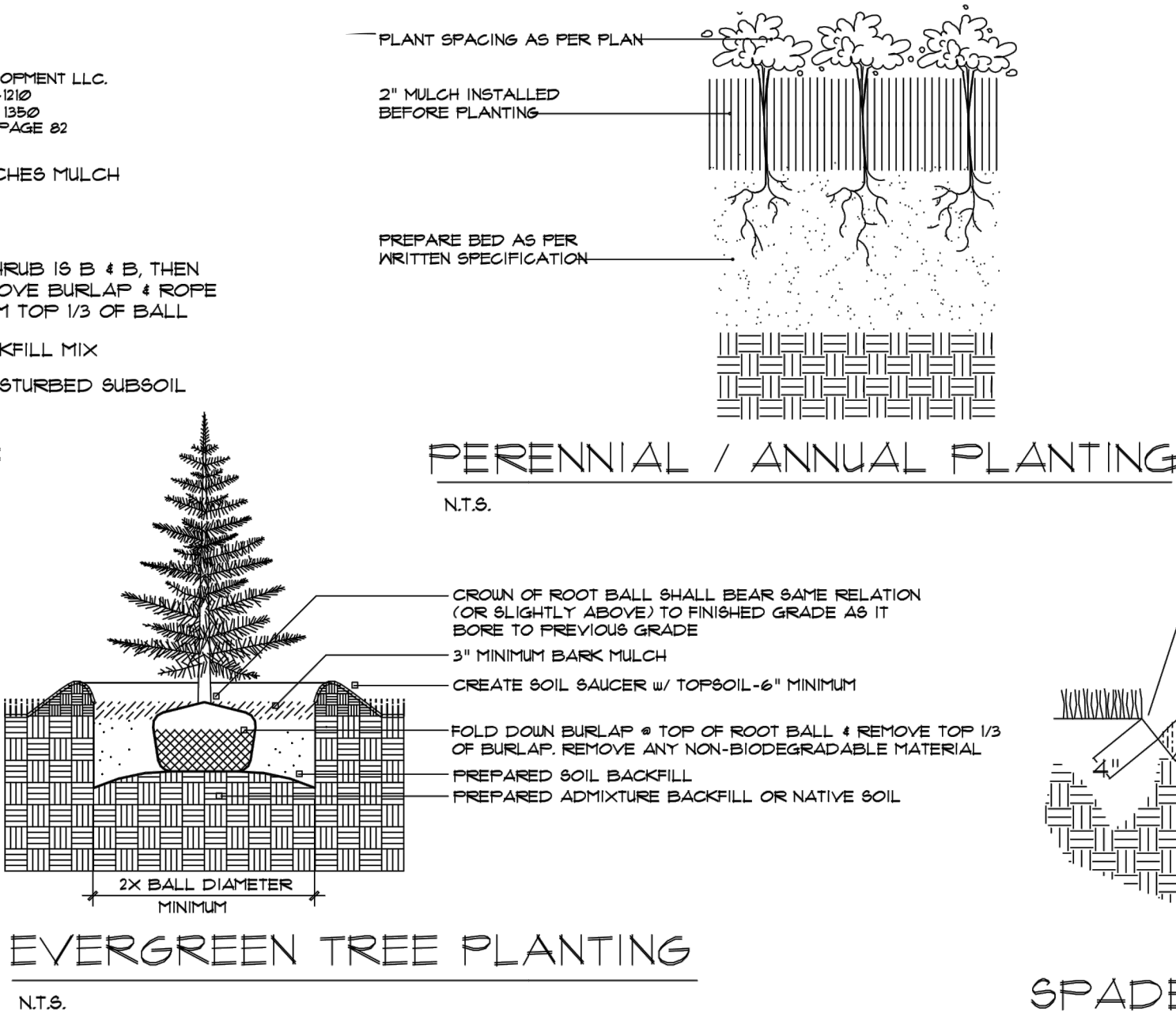
NOTE: USE SHREDDED BARK MULCH ONLY
DECIDUOUS TREE PLANTING
N.T.S.



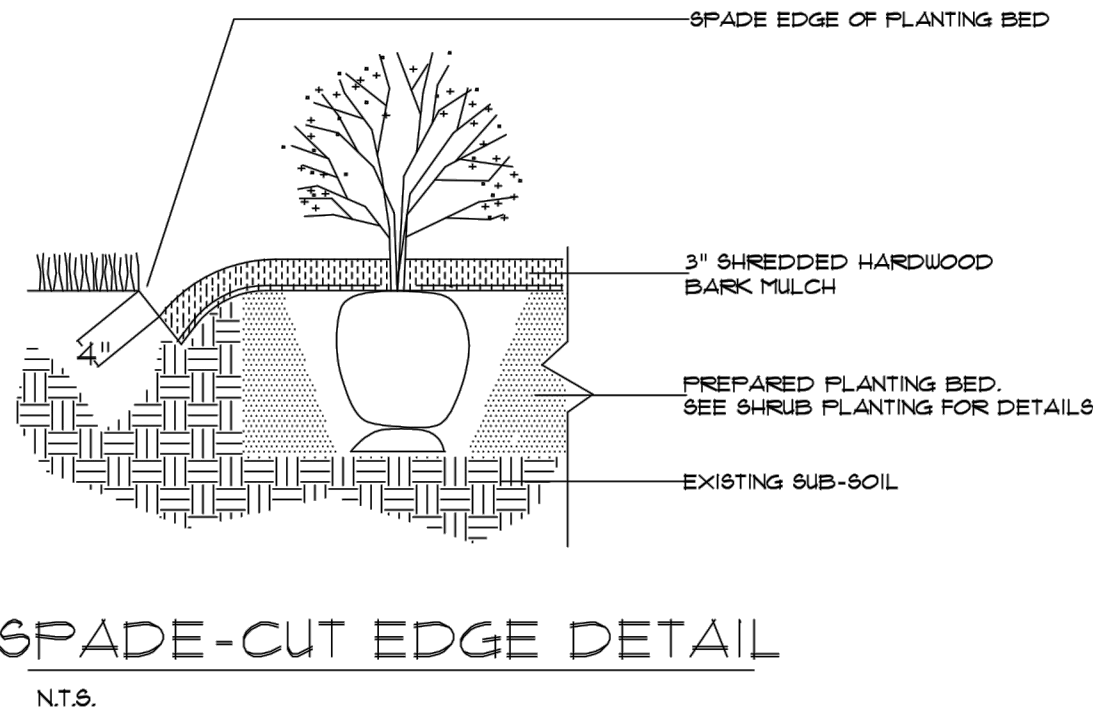
MULTI-STEM TREE PLANTING
N.T.S.



SHRUB PLANTING
N.T.S.



EVERGREEN TREE PLANTING
N.T.S.



SPADE-CUT EDGE DETAIL
N.T.S.

SEAL

REVISIONS

DRAWING ISSUE

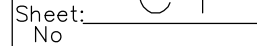
PROJECT:

New Office Building
844 N. New Ballas Ct.
Creve Coeur, Missouri

CLIENT:

Vanchi Properties, LLC
3880 MLK DR. 63113
St. Louis, MO.
Phone: 314-389-7820
Fax: 314-388-7889

Designed:	LANDSCAPE NOTES/DETAILS	
Drawn:		Date: 3-10-2015
Checked:		Mark: [Signature]



TO: Creve Coeur Planning and Zoning Commission

**From: Board of Directors of CityPlace Condominiums: Linda Rotskoff, President
Ken Alexander, Vice-President; Valarie Wilson, Treasurer; Dan Rocchio, Secretary**

RE: Requests Regarding Plans for the Construction of a New Office Building at 844 North New Ballas Ct. We request that this document be entered into the minutes of the June 15, 2015 Meeting.

DATE: 6-15-2015

We look forward to the proposed new office building at 844 North New Ballas Court. The requests included herein are meant to insure that the proposed building is consistent with the quality of the neighboring City Place buildings. We hope that you understand that one of key goals of our requests is to insure the financial investment of each City Place owner. In addition we hope that the Planning Commission and the proposed new owner understand that our requests are made by residents who live in this neighborhood 24/7 and we wish to nurture a safe and welcoming neighborhood that meets the needs of all its residents.

We appreciate that the owner of the proposed building has improved the plans by

- developing a more pronounced entrance to the building
- carefully studying the safety issue related to cars exiting the lower level garage onto North New Ballas Ct.; the 9 ft. distance from the edge of the garage to the street appears sufficient to meet our safety issues
- the addition of landscaping to the east of the proposed building along E. Rue De La Banque.

We still have some concerns related to traffic safety, parking, the traffic enclosure, privacy, building design, and landscaping. Given the principles outlined in the “Comprehensive Plan” and the “Design Guidelines” we respectfully present the following requests for your consideration.

Screening of Trash Areas, Loading and Parking

Request #1: We agree with the staff’s recommendation (p. 5 of the staff report) that the trash enclosure should be made of brick so that it is consistent with the building material. In addition we request that the approved plan include the planting of the three green velvet boxwoods and three limelight hydrangea to the east side of the trash container.

Rationale: The trash enclosure screening material used that close to the office building should be consistent with the design of the building, therefore it should be brick. Trash enclosures should be located in the least conspicuous part of the site, and sufficiently screened. The addition of the landscaping material will provide an additional screen for

the trash receptacle and make the landscaping plan more consistent with the landscaping design of the east side of the building.

Parking

Request #2: We ask that the Commission require that the Applicant enter into a contract with CityPlace 5 that includes some shared parking between 844 North New Ballas Ct. and City Place 5. Daily observations by City Place Condominium residents indicate that the top levels of the CityPlace 5 garage are almost always empty. We want to take this opportunity to make it clear to the Planning and Zoning Commission that we are not willing to enter into a shared parking arrangement with the new building, in that we require the availability of these parking spaces to meet our own visitor/residents needs. When these patients cannot find parking that is close to the building, they will attempt to park in the City Place Condominium lot or in condominium lot to the west of the proposed building.

Rationale: Please note that the loading zone has been moved to the south parking lot. It would appear that office deliveries during office hours will take up at least 2-3 parking spaces, thus further limiting available parking. If there are 2 offices on each floor or 6 doctor's offices total and each office has 7 patients/office, that would require a minimum of 42 spaces.

Traffic Safety Issues

Request #3: We request that the approved plan for 844 Building should specify the requirement of "no parking" on the street along North New Ballas Ct. adjacent to the new building and City Place 5. We request that the owner of the proposed office building acquire a written agreement with City Place 5 to place "no parking" signs on the north side of North New Ballas Court. The only street parking allowed would be along North New Ballas Ct. in front of the City Place Condominium on the south side of the street. We realize that North New Ballas Ct. at the present time is a private street so that the no parking signs would have to be supplied by the owners of the proposed building or CityPlace 5.

Rationale: One problematic situation not accounted for in the staff's review of 844 plan is the current parking of cars along the north side of North New Ballas Ct. from the corner of North New Ballas Ct. and East Rue De La Banque to the corner of the CityPlace Condominiums. This happens on a daily basis. In addition, trucks use the south door into City Place 5 along North New Ballas Ct. for loading even though it is not designated as a loading area. Without this "no parking" limitation, North New Ballas Ct. will have one lane of passable traffic.

Request #4: We request that the approved plan include a 40 inch high brick wall along the east side of the south parking lot to screen the parking lot from the view of residents at CityPlace Condominiums. *We noticed that the originally proposed (i.e., March 2015 proposal) 30" versalock wall was eliminated from the revised plans of June 15, 2015.*

This wall would be in addition to the plan's landscaping (i.e., 14 Emerald Arborvitae). We request that these Arborvitae be planted at least 6-8' high. Further, we would request that the applicant utilize single leader trees, because they grow taller, have a longer life, and withstand the stress of heavy snows better than multi-trunk trees.

Rationale: The Design Guidelines (i.e., p. 19) suggest the following: “ Decorative elements such as fences and walls, walls extensions, plantings, and topographic features should be used to screen parking and loading areas.” A 40” wall is **the minimum height necessary to screen out the headlights of suvs.** We request a brick wall so that it would be consistent with the design quality of the building.

Request #5: We request that the approved plans include additional plantings to supplement the landscaping on the east side of the building. This would enhance the view of the condominium residents facing west, and maintain the high quality appearance of the landscaping planned for the east side of the building.

- on the turf side facing east between the row of five dogwoods and the mulched bed along the employee sidewalk, four red buds to be planted in an alternating row with the dogwoods, allowing for complementary coverage as well as understory protection for the dogwoods.
- in the mulched beds surrounding the employee sidewalk to the east of the building we would like to request the commission require limelight hydrangeas and green velvet boxwood as shown on the north side of the property in lieu of transplanted junipers, green velvet boxwood, and transplanted grasses,.
- the plans for the parking lot show a 5 foot landscape buffer planted with 20 hydrangea Tardiva along the south side of the parking area. We would like to request consideration of a landscape buffer in the north east corner of the parking lot just south of the pioneer elm (two parking spaces facing north), perhaps three of the hydrangea tardiva for consistency or 3 to 5 of the limelight hydrangea.

Rationale: The westward facing views of residential condominium owners will be blocked and be replaced with an uninteresting view of the side of the new office building. Additional landscaping should be added to ensure that CityPlace residents don't lose aesthetically appealing views provided by trees and sunsets. Decisions concerning land use and development should not be detrimental to the positive character and identity of our existing residential neighborhood.

Building Materials

Request #6: We request that the approved plans specify that all three floors of the building be constructed with brick panels, but preferably brick.

Rationale: We agree with the Staff's report "there seems to be a lack of a distinct design style, where the Design Guidelines recommend incorporating a clear and well-articulated design concept regarding building materials." The Design Guidelines recommend complementary building style, form, size, color and materials between buildings and their neighboring areas." The use of architectural panels is not consistent with the building materials used at City Place 4, City Place 5, and City Place Condominiums.

Request #7: Related to Construction: We realize that this may not be the appropriate venue for these concerns. If they are inappropriate here, we ask you to please submit them to the appropriate agency or office.

1. Construction vehicles enter and exit the construction site from East Rue De La Banque and North New Ballas Ct.
2. Daily cleaning of adjacent streets of dirt and other debris that result from construction.
3. Construction be limited to weekdays and take place only at the following times: 7:30 am- 4:30 p.m.
4. Construct 2 ft. erosion abatement walls to prohibit dirt and other foreign materials from flowing onto the adjacent streets and the CityPlace Condominiums West Parking Lot.

We would greatly appreciate acknowledgement of receipt of this document.

Thanks for your consideration.



city
of

CREVE COEUR

6.1.d

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

APPLICATION TO PLANNING AND ZONING COMMISSION #15-001 FOR SITE DEVELOPMENT PLAN OF AN OFFICE BUILDING AT 844 N. NEW BALLAS COURT

FOR THE MEETING OF: June 15, 2015

LOCATION: 844 New Ballas Court

REQUEST: An Application has been submitted for a new three story office building at the corner of E. Rue De La Banque and N. New Ballas Court. The item was tabled at the March 16th Planning and Zoning Commission meeting pending resolution regarding the building setback from Rue De La Banque. The Board of Adjustment granted the variance for a 25-foot setback. The Applicant's has revised the site plan and building elevations for review.

ADDITIONAL INFORMATION: The subject property is Lot 12 within the CityPlace development and was originally to be phase two of the City Place Condominiums. Section 405.370(G)(1)(a) states that any development and/or redevelopment plans for properties within the area bounded by the City limit on the north, Olive Boulevard on the south, Craig Road on the east, and I-270 on the west, requires Planning and Zoning Commission and City Council review and approval.

Key Issues:

- Does the request further the goals and/or implement the Comprehensive Plan?
- Does the request follow the Design Guidelines?

Comprehensive Plan References

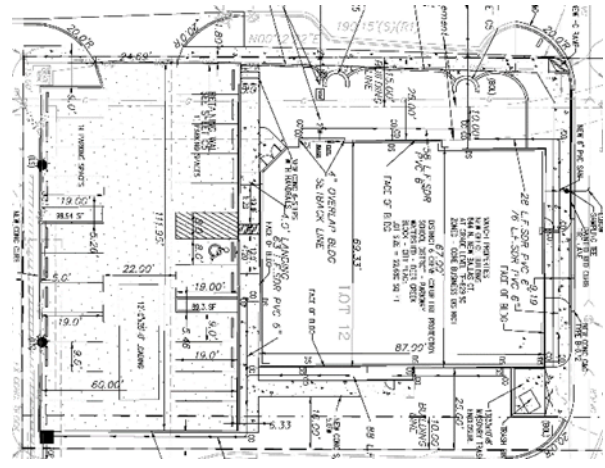
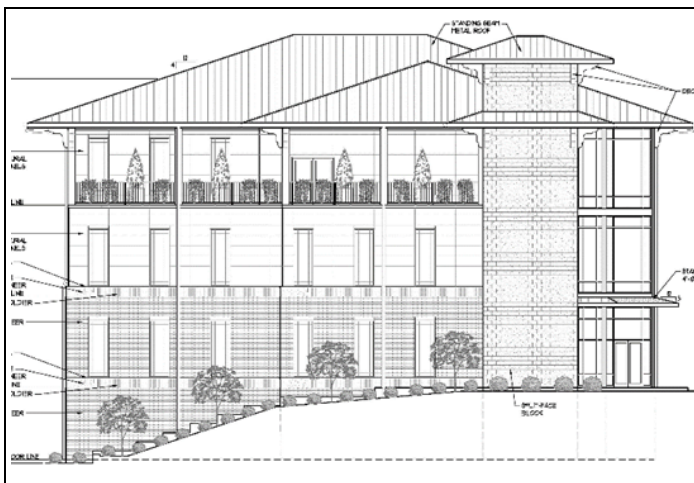
- Central Business District Action Area
- Design Guidelines

Zoning Code References

- Section 405.370: "CB" Core Business District
- Section 405.540: Landscaping
- Section 405.680: Lighting
- Article VII Off-Street Parking and Loading Requirements
- Section 405.1080: Site Concept, Site Development and Minor Site Plan Approval

APPLICANT: Jack D. Whaley
1529 S. Old Hwy 94, Suite 201
St. Charles, MO 63303

PROPERTY OWNER: Vanchi Properties LLC
546 N. Warson Road
St. Louis, MO 63141



REPORT PREPARED BY: Whitney Kelly, AICP, City Planner Date

ATTACHMENTS: Applicant's revised drawings received June 2, 2015.
Staff Report from March 16, 2015 Planning and Zoning Commission meeting.
Staff Report from February 17, 2015 Planning and Zoning Commission meeting.

Attachment: Staff Report.06-15-2015 (1401 : 844 N. New Ballas Court)

CHANGES SINCE PRIOR MEETING

The revised drawings submitted are generally the same as the prior drawings, with the following exceptions: The Applicant has revised the building floor plans to increase the common, non-leasable area and thus lowering the leasable space to 11,501 square feet. This has the effect of also lowering the required number of parking spaces to 38 which is equal to the number of spaces shown on the site plan. The site plan also shows a new site coverage of 69.4%, compared to the prior request of 69.3%. This is a result of some slight adjustments to the footprint of the building.

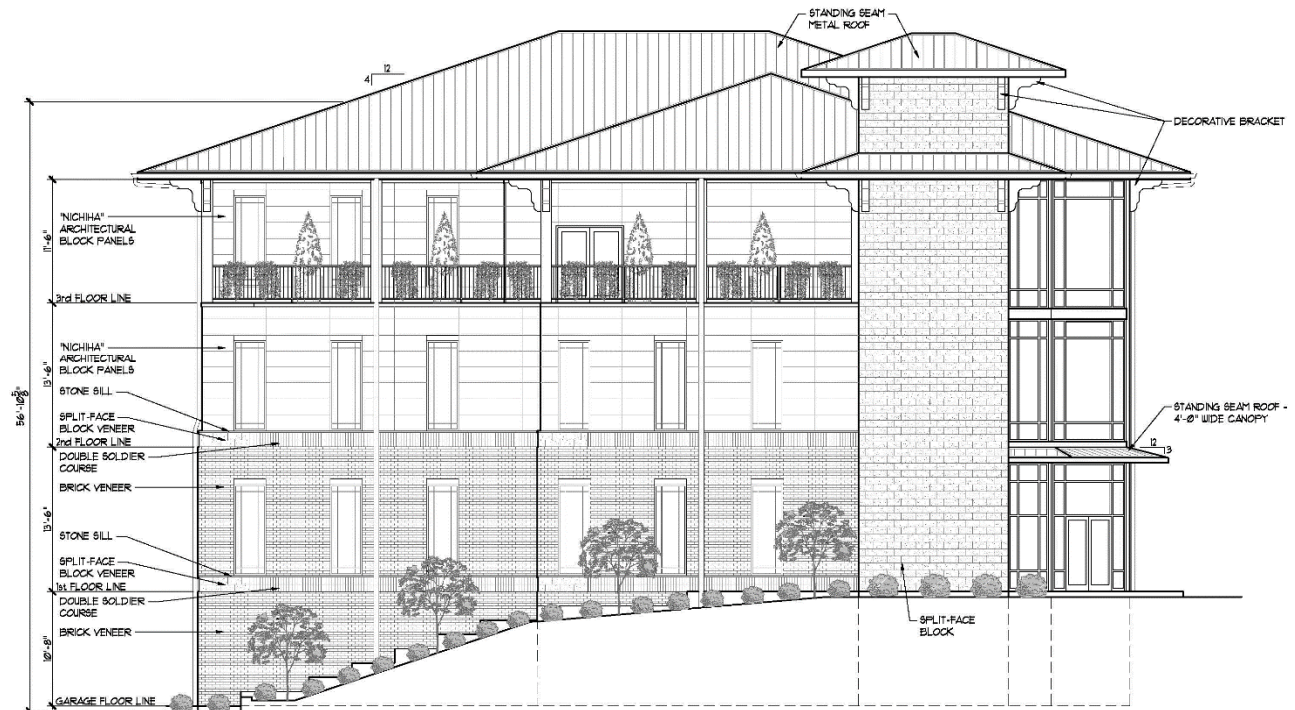


Figure 1: Proposed West Elevation

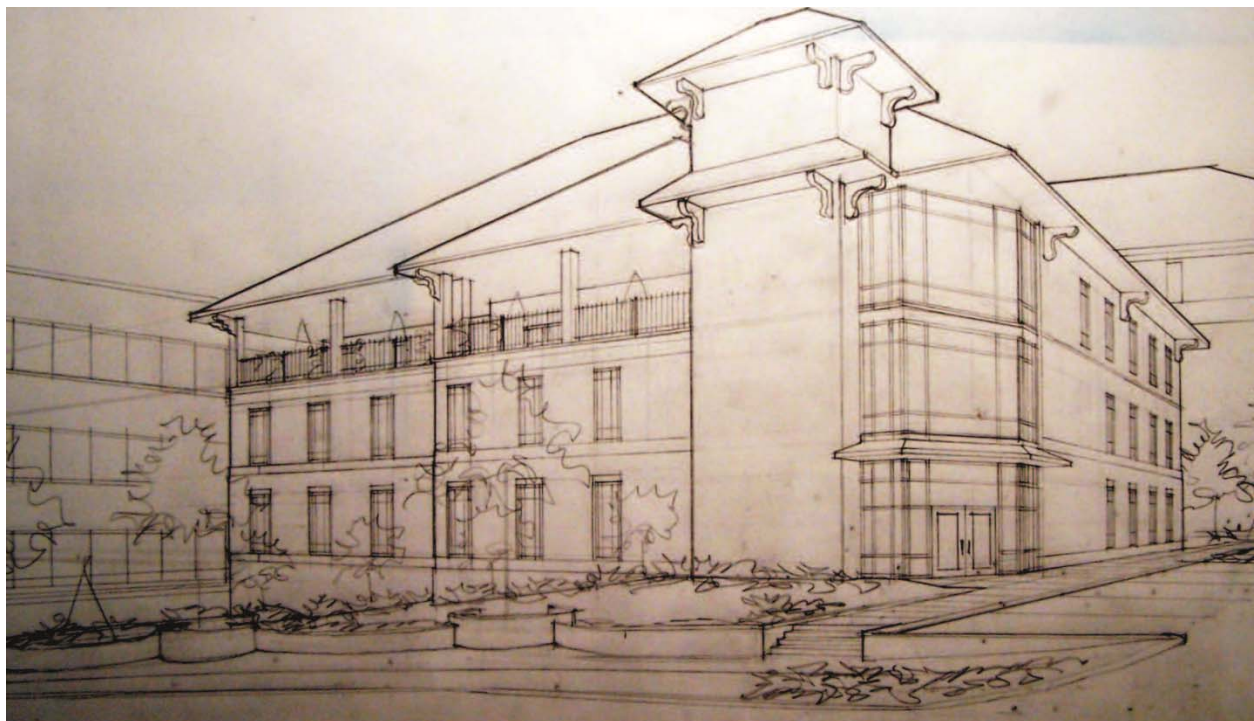


Figure 2: Artist Rendering Block Out of Proposed Building

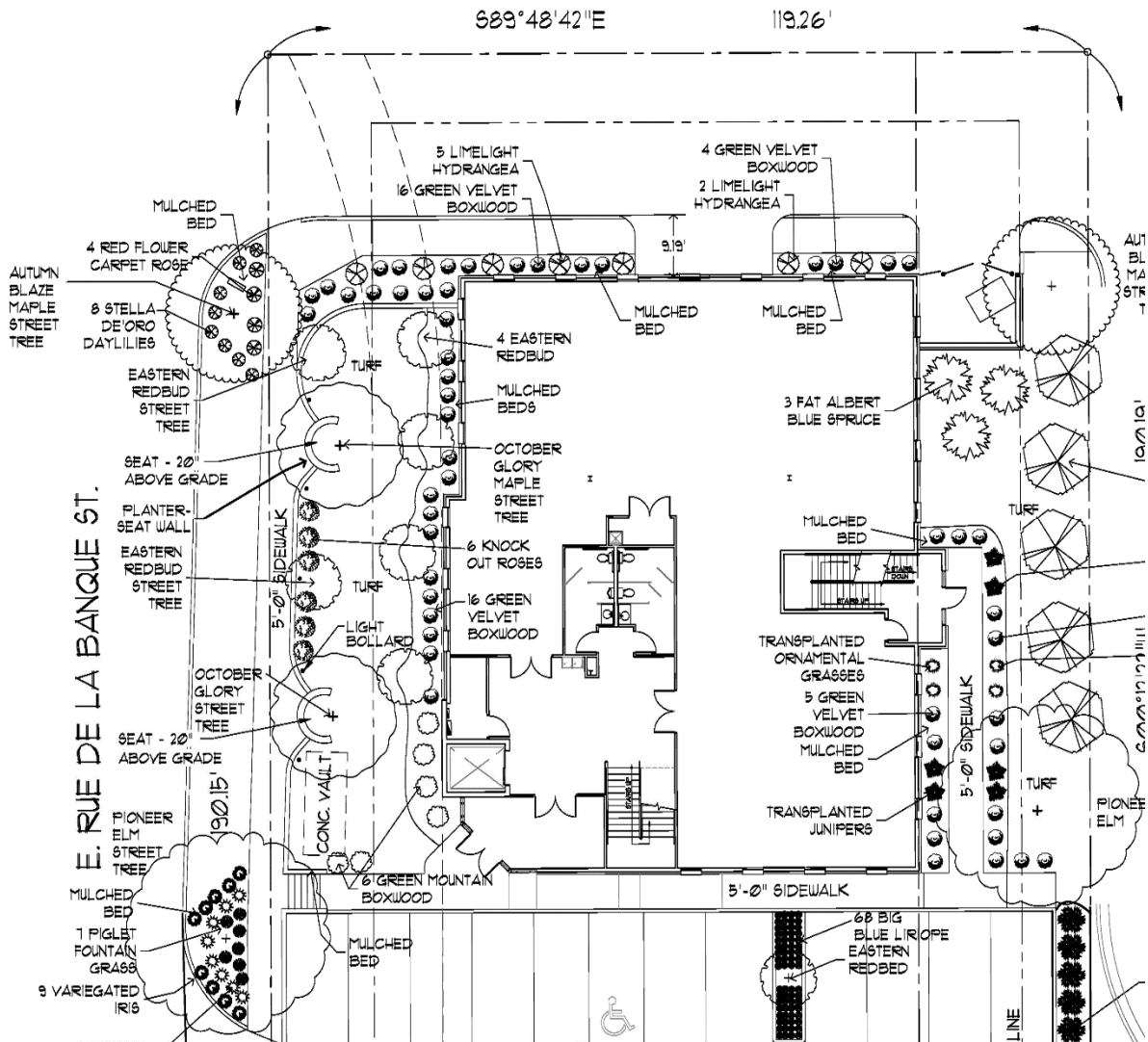


Figure 3: Close-up of the proposed Landscape Plan.

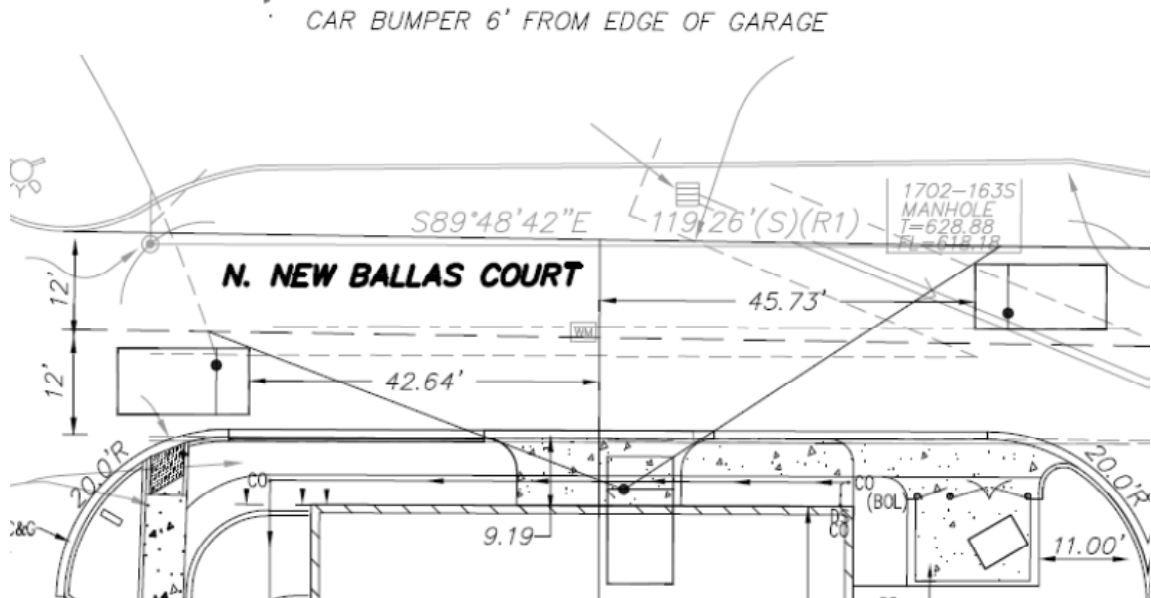
STAFF REVIEW

A complete review of the project against the Comprehensive Plan, Design Guidelines and Zoning Code was presented more fully in the prior Staff Reports and should still be taken into consideration. Staff comments below are in response to the proposed changes:

1. The materials of the building are the same as prior review consist, brick and split-face block, and architectural panels for the second and third floor. The roof is still a standing-seam metal roof. There seems to be a lack of a distinct design style; a mix of traditional residential design and modern office elements that the Applicant refers to as "fusion architecture." The Design Guidelines recommend incorporating a clear and well-articulated design concept. The Applicant's assertion that they are following the example set by the Danforth Plant Science Center misses the overall concept of the building wherein the Danforth Center is utilizing a modern-looking terracotta panel in a modern design throughout, versus the Applicant's use of the similarly modern "Nichiha" Architectural Block Panels on a traditional building form. On the other hand, the example of the PNC Bank exterior utilizes the more traditional brick finish on the traditional building style. Staff finds that the overall style of the building would be greatly enhanced if it were to be all a more traditional finish such as stone and brick.
2. *Building Setback:* On May 21, 2015, the Board of Adjustment granted a variance allowing a 25-foot setback from Rue de la Banque due to a 2" gas line that Laclede Gas did not want to r

The west elevation has been redesigned to have 44 feet of the building façade setback 25 feet from the property line, with 31 feet setback an additional 2.5 feet. This helps to create additional interest in the elevation and meets with the Zoning Ordinance requirement that 50% of the building be within the maximum building setback (as modified by the variance).

3. **Visibility:** The Applicants have revised the building from N. New Ballas Court to be 9.19 feet from the prior 8.19 feet to allow for visibility of traffic when exiting the garage. Prior discussion included the neighbors request that it be setback 15 feet, while staff recommended a minimum 10-foot offset between the road and the entryway to allow for proper viewing of oncoming traffic. Recessing the garage entry could also provide some interest to this side of the building which is, as identified before, rather tall and plain from the street. The Applicant's submittal includes an analysis of the viewing distances from the garage.



4. **Landscaping:** As discussed in the prior Staff Report, the Applicant's Landscape Plan meets with the minimum requirements regarding the number of street trees and screening of the parking lot. Additional landscaping has also been included within the parking lot and the terraced retaining walls next to the building. However, as discussed at the February 17th meeting, the addition of a low fence or wall would greatly improve the efficacy of the screen and should be considered by the Planning and Zoning Commission. A related condition of approval has been recommended below.
5. **Trash Enclosure:** The Applicant has adjusted the location of the trash enclosure to be attached to the main building to fit onto the site and minimize the turning movement of the trash truck. Staff recommended in the prior report that, preferably, it should be relocated away from the road to within the parking area or underneath the building in the underground parking. This could be in greater compliance with the Design Guidelines but would require the removal of one or two parking spaces and entering into a joint parking agreement with adjacent properties. The Applicant has indicated that they do not wish to pursue these options. Given that neither solution is ideal, staff suggest that either solution is acceptable.
6. **Sidewalks:** Section 405.730(A)(2) of the Zoning Ordinance states that the minimum width of internal sidewalks in non-residential developments shall be at least six feet or eight feet if used as a curb stop. The site plan indicates that the sidewalks are five feet in width. Staff has included a condition of approval that all internal sidewalks are to be 6 feet.
7. **Parking:** The Applicant has indicated that a total of 38 spaces are required and 38 spaces are provided.

8. *Site Coverage Bonus:* The revised site plans show a proposed site coverage of 69.4%. As indicated in the prior Staff Reports, coverage over 63% is acceptable only if the Planning Commission and City Council believe the proposed site contains special or outstanding landscape and site planning features. The Applicant has indicated that the proposed landscaping and third-floor patio plantings, along with the existing cross-access easement on North New Ballas Court along the northern part of their property should justify the bonus coverage over 63%. The site is small and the coverage attributed to the easement represents 13% of the total site. If the Planning and Zoning Commission members do not believe that the site coverage bonus has been justified, they should provide further direction on the expectation of “special or outstanding landscape and site planning features,” beyond the minimum expectations of the Design Guidelines that would qualify for a total coverage of 69.4%. If the Commission members find that the Applicant has provided sufficient reasoning for the bonus coverage, they should make a recommendation to Council for the proposed coverage.

ACTION AND MOTION

Based on the discussion above, the following items still represent specific decision points for the Planning Commission:

- The conformity of the architectural design with the Design Guidelines.
- Justification for the site coverage bonus.

At such time as the Commission members believe that further review is unnecessary, they must make a motion for a recommendation to City Council for the proposed plans as submitted. Staff recommend the following conditions be incorporated in any such motion.

1. The Applicant is required to submit a Building Permit application, as required by Article II of the Building Code. Exterior elevations shall be in substantial conformance with the “Exterior Elevations” and “Landscape Plan” received June 2, 2015 and “Parking Lot light fixtures” and “Photometric Plan” submitted on December 24, 2014 as bound together and submitted in conjunction with Application #15-001 by Jack Whaley, Architect (except as modified by the Commission’s action).
2. The Applicant is required to submit a Site Improvement Permit application, showing all exterior improvements, as required by Section 420.070 of the Land Disturbance Code. The permit application shall be in substantial conformance with the Landscape Plan and Grading Plans to be approved by the Zoning Administrator (except as modified by the Commission’s action).
3. The maximum site coverage allowed for the site shall be 69.4% in recognition of the proposed landscaping and cross-access easement on North New Ballas Court.
4. An opaque wall or fence at least thirty (30) inches tall but no more than forty-eight (48) inches tall, as measured from the grade immediately adjacent to the wall or fence, shall be constructed between the entire east side of the parking lot and the proposed evergreen hedge.
5. Trash enclosure shall be of materials consistent with the main building.
6. All internal sidewalks shall be a minimum of six feet in width.

If the Commission proceeds with a motion, a draft resolution will be prepared based on the Commission members’ decision. The following is an example of an appropriate motion for this application, if the Commission wishes to make a recommendation to the City Council at the June 15th meeting:

“I move to recommend approval of the site development plans and landscape plans as bound together with Application #15-001, as presented to the Planning and Zoning Commission, subject to the conditions contained in the staff report for the meeting of June 15, 2015” (conditions may be added, eliminated, or modified by preceding motion).

APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.

Vanchi Properties LLC
546 North Warson Road, St. Louis, MO, 63141
Phone: 314 323 5073, email; Jacobs@vanchiproperties.com

June 2, 2015.

Mr. Timothy Madden

Chairman, Planning and Zoning Commission

City of Creve Coeur, 300 North New Ballas Road

Creve Coeur, MO, 63141.

Re: Site Development plan of office Building at 844 N. new Ballas Court

1. City Staff review dated 2/13/2015 and 3/13/2015
2. Letter to City dated 3/16/2015 by Jack D Whaley, Architect

Dear Mr. Madden,

Thank you for your letter dated March 17, 2015.

It is with great pleasure that I submit before you and the Members of the Planning and Zoning commission the proposal to build a 3 story medical office building in the above referenced site. I am sure that you and the members will agree that this building once built will be a great addition to the beautiful buildings in our City and will complete the last undeveloped lot in the City Place CB district.

I have divided my proposal into the following sections; **1. Site and its unique challenges, 2. Site plan, 3. Building plan, 4. Landscape plan and 5. Summary.**

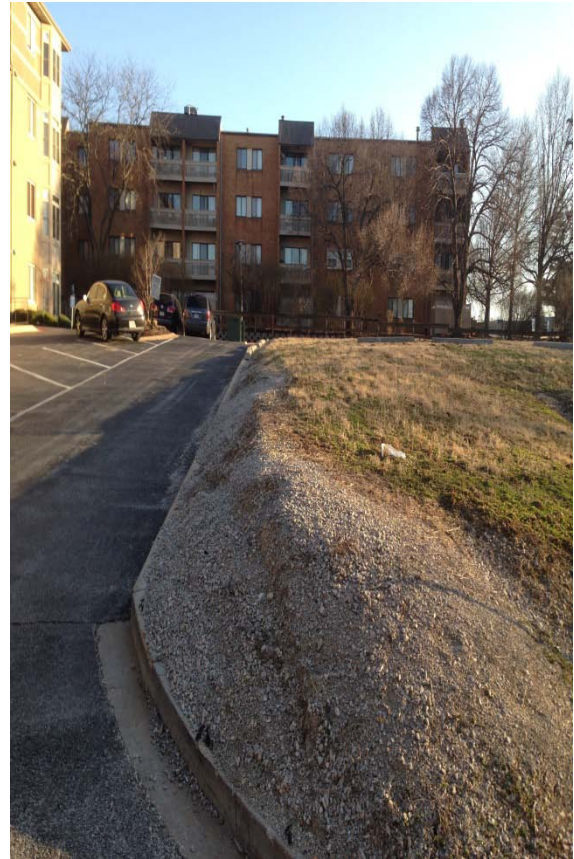
1. Site and it's unique challenges

The proposed building site is commonly referred to as 844 North New Ballas Court (parcel # 17O630685) located on the south east corner of Rue De La Banque and North New Ballas court (Picture 1).



Picture 1: Areal view of the site.

The site is boarded by apartments (Rue De La Banque LLC, 90 Edwardsville Professional Park, Edwardsville, IL 62026) across the East Rue De La Banque road on the west side, Courtland Hall Condominium on the south side, City Place Condominiums (842 North New Ballas Court, MO, 63141) on the east side and City place 5 on the North side. Currently the land is undeveloped with no trees or any beautifying features and all will agree, including the friendly neighbors at City Place Condominiums that it is gastly to look at (Picture 2).



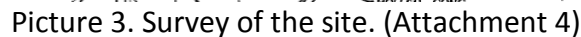
Picture 2: Current view of the site

But we are excited to build a state of the art office building at this site which will be really beautiful, pleasant and inviting. I am sure that after the review, the Commission will unanimously agree that this project will be an icing on the cake for City place development with a positive impact on the commercial development of the Community, not to mention the added revenue for the City.

But this site had unique challenges that were preceded by actions or omissions prior to our ownership. Never the less, our lawyer Mr. John P King, our team of architect (Jack D Whaley Architect) and civil engineer (Thompson Civil LLC) and landscape developer (Horstmann Brothers LLC) has worked tirelessly for the past 5 months to propose to the Commission the best possible building, site plan and landscape that will add value to the area.

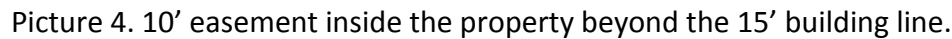
a. Ingress egress and parking easement (15604/169)

The first challenge the team encountered in the development of the site was the unusual and unique ingress egress and parking easement on the north side of the property. It is rare to find an easement road inside the property. The survey shows the parcel is 22,680 sq. ft. (Picture 3) but the easement on the north side is 2862 sq.



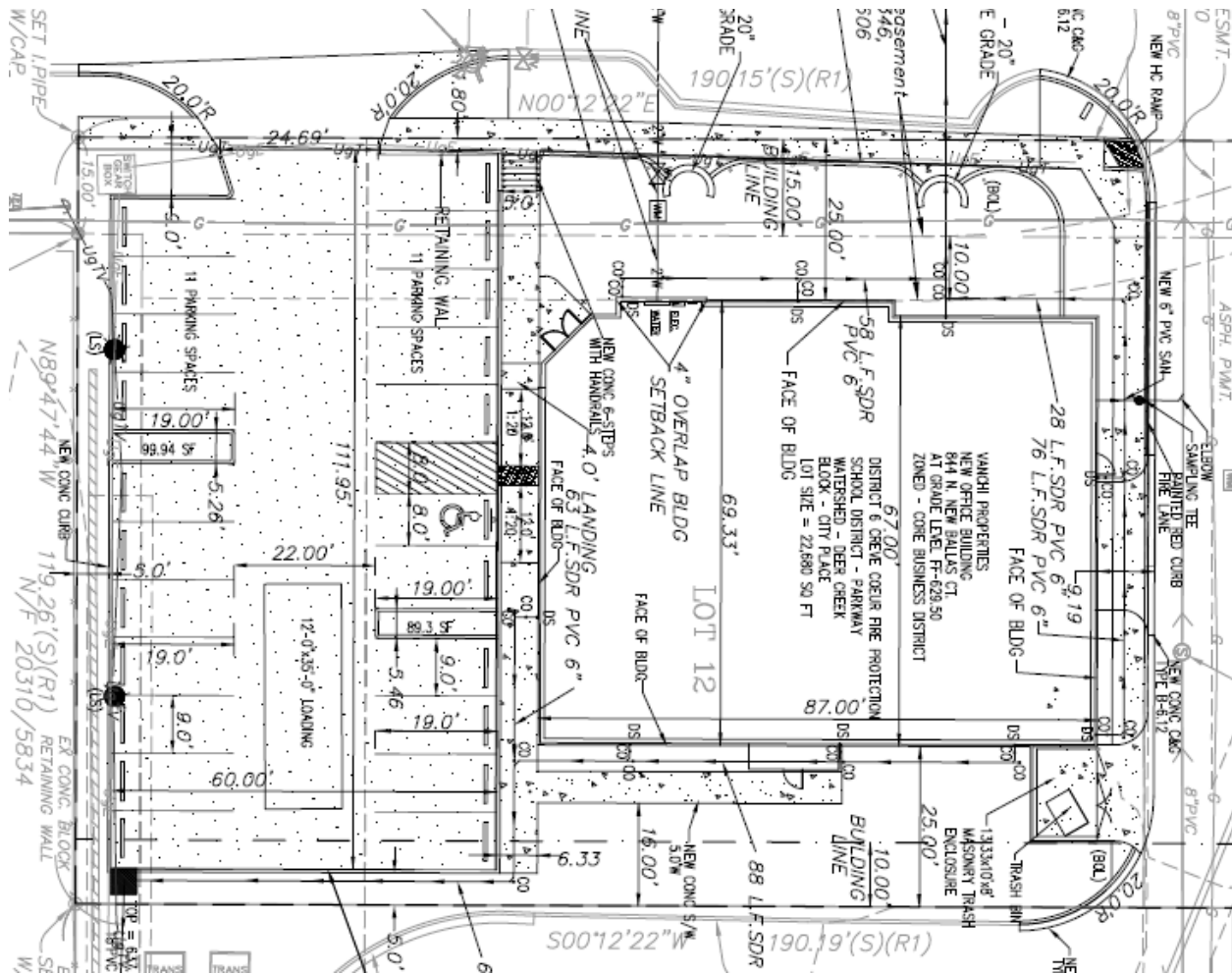
b. 10' utilities and city easement (PB346, PG 603) in side of property

Again it is unusual to see City and utilities easement in the middle of the property beyond the 15' building set back. But we are in a unique and baffling situation where the easement is inside the property beyond the 15' building line and hence the building cannot be placed inside or 50% of the front elevation at the 15' building line so as to satisfy section 405.370(E)(4)(a) (picture. 4)



2. Site Plan

The comprehensive site plan is developed by Thompson civil LLC. The front of the building is facing east Rue de La Banque road with a prominent entry with a canopy and large foyer that could be seen from the street. The site plan takes into consideration the current topography of the site with entry to the basement garage from the ingress egress and parking easement on the north side of the property. This site plan is the most Optimal plan after review of all relevant codes and sections and also based on financial viability of the project (Picture 5).



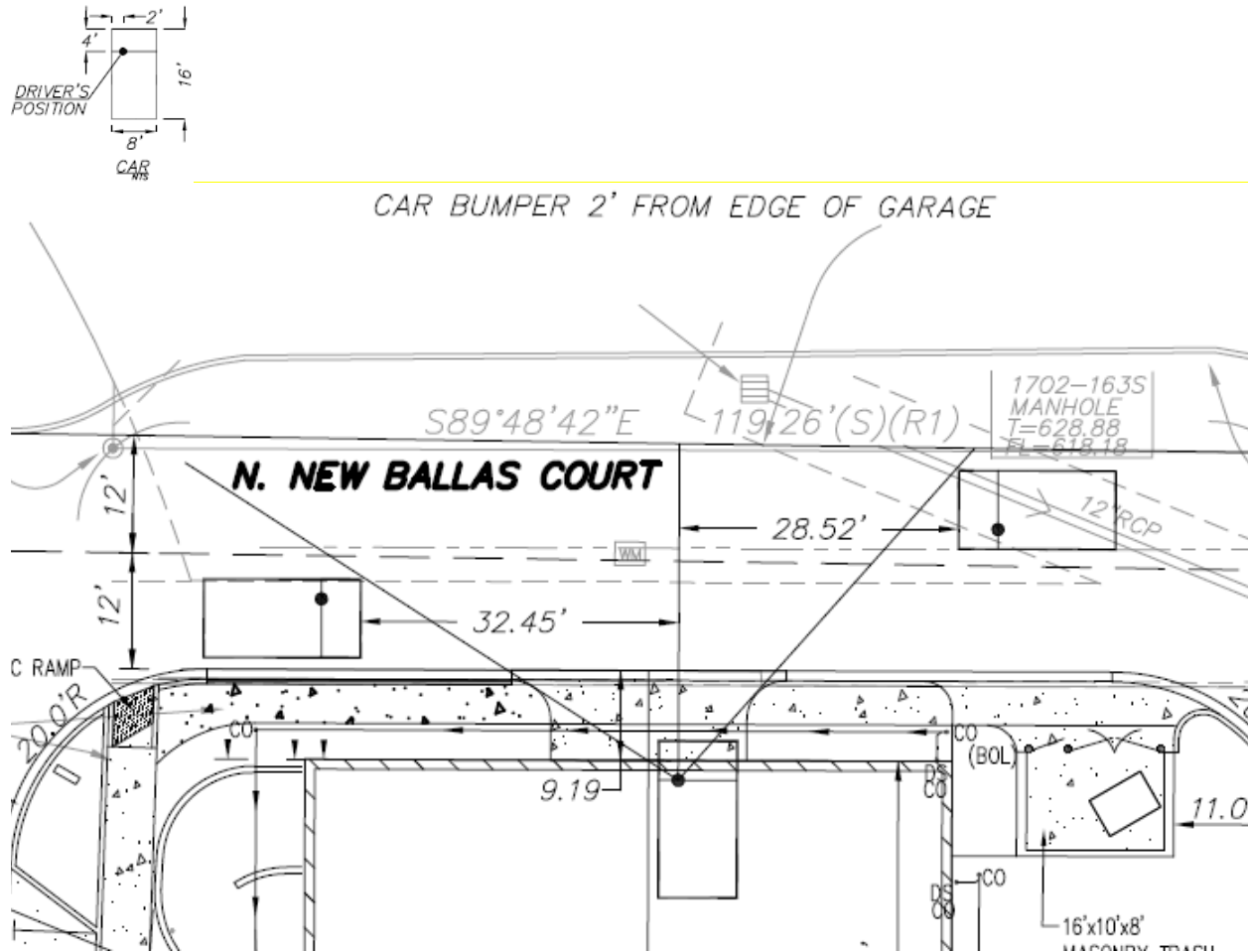
Picture 5. Site plan

a. Visibility

It was recommended by the City staff that the north side building line should be 10' away from the edge of the easement for adequate viewing distance for the driver of car pulling out of the garage into the easement. After multiple iterations the site engineers were able to place the north side building line 9.19' away from the edge of easement.

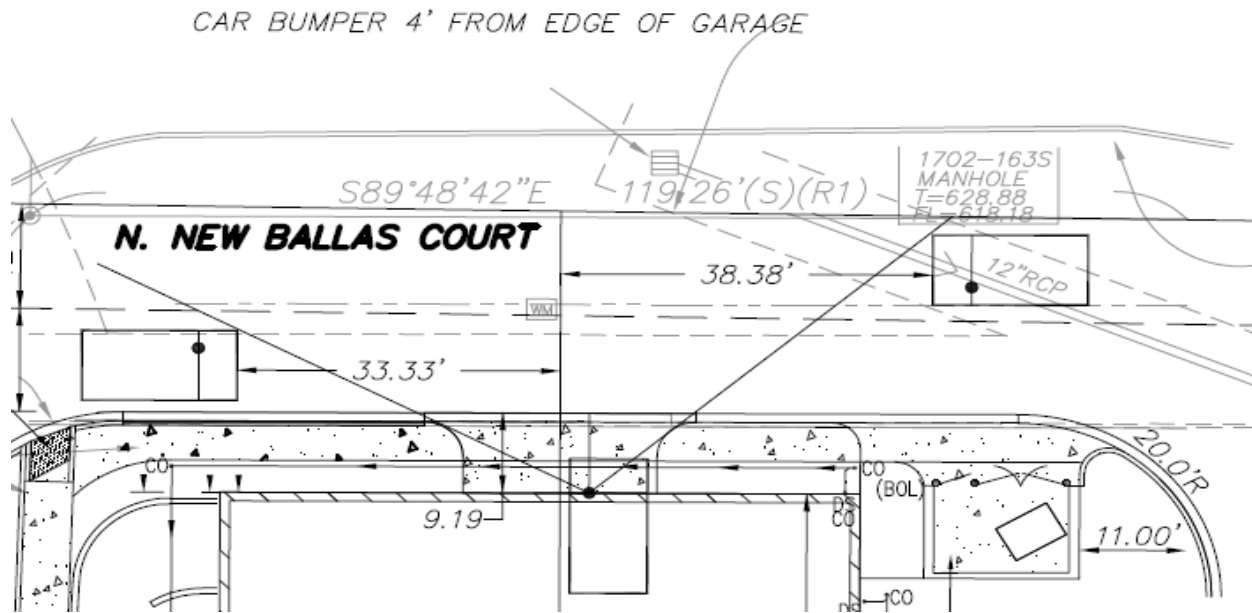
A detailed in depth analysis of viewing distance for a driver pulling out from the basement parking to the easement are as follows;

- i. When the front bumper of the car is 2' from edge of garage the driver could see a vehicle going west on N. new Ballas Court at 28.52' and a vehicle going east on N. New Ballas Court at 32.45'. Picture 6.



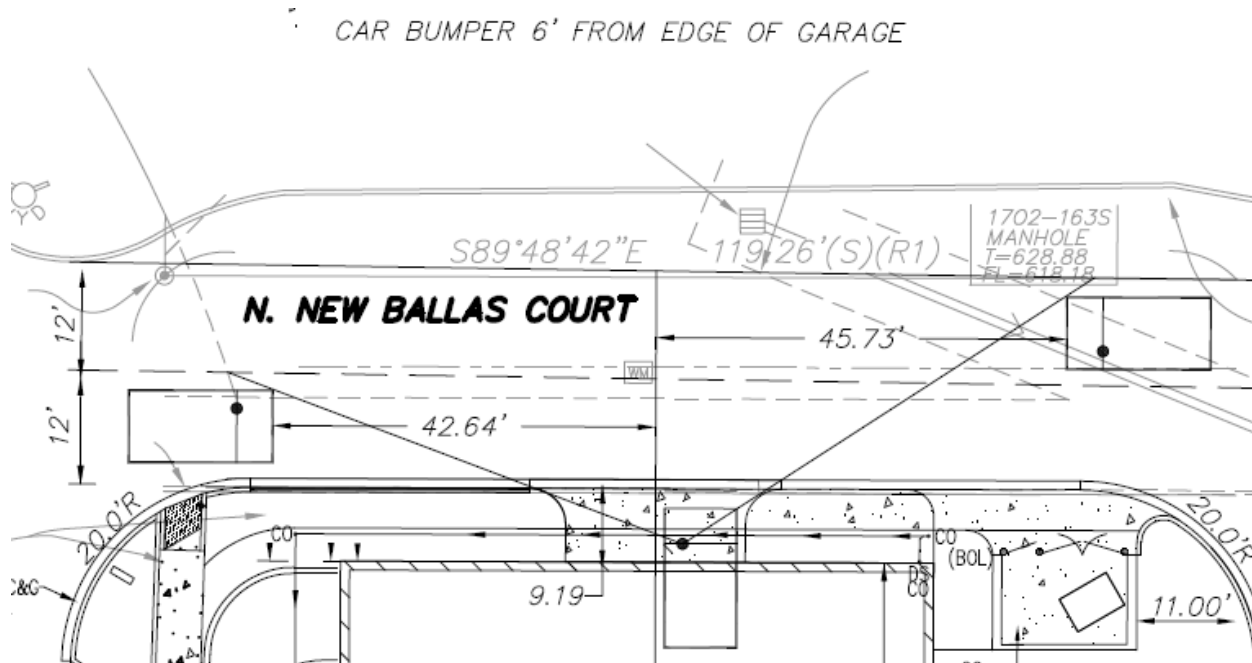
Picture 6; Car bumper 2' from the edge of garage.

- ii. When the front bumper of the car is 4' from edge of garage the driver could see a vehicle going west on N. new Ballas Court at 38.38' and a vehicle going east on N. New Ballas Court at 33.33'. Picture 7



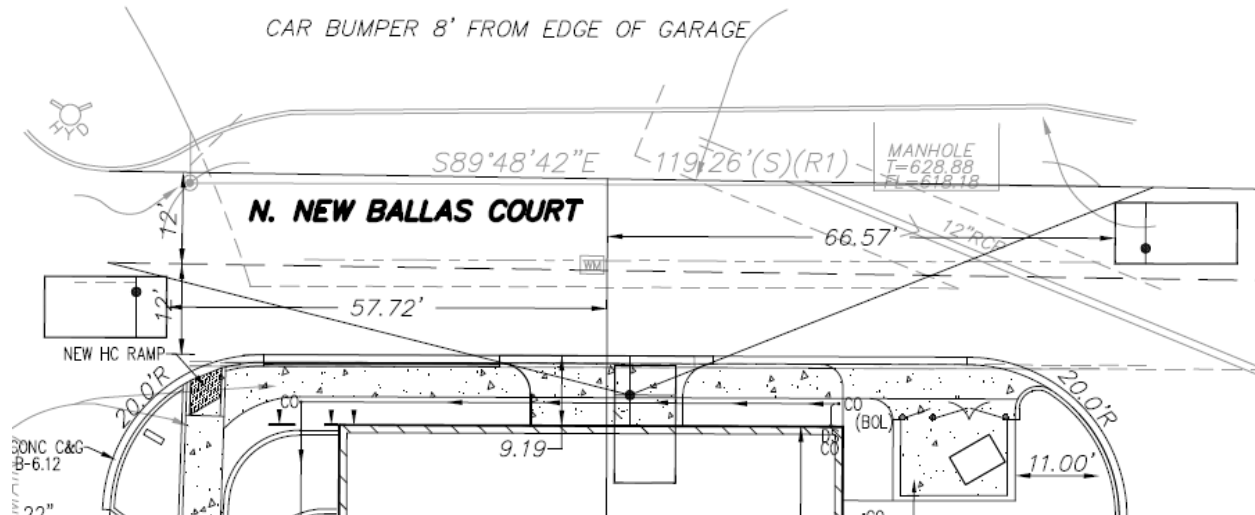
Picture 7: Car bumper 4' from the edge of garage

- iii. When the front bumper of the car is 6' from edge of garage the driver could see a vehicle going west on N. new Ballas Court at 45.73' and a vehicle going east on N. New Ballas Court at 42.64'. (Picture 8)



Picture 8. Car Bumper 6' from the edge of the garage.

- iv. When the front bumper of the car is 8' from edge of garage the driver could see a vehicle going west on N. new Ballas Court at 66.57' and a vehicle going east on N. New Ballas Court at 57.72'. (Picture 9)



Picture 9: Car bumper 8' from edge of garage.

3. Building plan

The building plan and elevations is a very detailed drawing of this elegant building. The design was well thought out by the Architect team and is a distinct and unique style which will compliment as well as contrast the surrounding buildings. The building incorporates the traditional design of bricks and stone in the lower floors and modern architectural panels for the top floors giving rise to the new concept called “fusion architecture”; a creative blend of modern and traditional styles. Inspirations were derived from other buildings in the city; the brick and stone design is similar to the PNC bank building on Lindburgh and Ladue road and the modern looking architectural panels from the Danforth Plant science building on Olive Blvd. (Picture 10). Such buildings are currently popular worldwide and the proposed building will be very pleasing to see, highly functional with energy saving options including geothermal units for heating cooling and hot water and solar panels for electricity generation thus having a minimal carbon foot print on the environment.



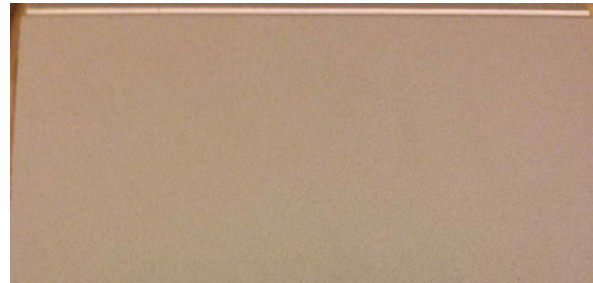
"Fusion" architecture (London)



Danforth Building architectural panel



PNC bank building



proposed architectural panel

Picture 10 – Exterior design inspiration – Danforth Building and PNC bank building.

Extensive revisions based upon P & Z Commission's recommendations were done in this updated site elevation plans. The exterior cladding will have architectural brick veneers for the lower levels and two rows of soldier course separating each level. The reddish brown color of the bricks will be bright and will radiate a distinctive character to the building at the same time will blend with surrounding buildings.

a. West elevation

The west elevation of the building will be facing the Rue de La Banque road and has the main entrance of the building which is now prominent overlooking the road. It also have a distinctive canopy which will have a dark green hue to match the greens in the garden in front and the architectural metal roof top.(Picture 11). There were multiple design changes to the roof with decorative corbels on all corners and all projections giving a feeling of grandeur. The elevator tower has creamy yellow color projecting 4 inches forward from the front wall of the building, which will be pleasing to the eye at the same time blend with the cement panels on city place 5.

The front ground is aesthetically landscaped and terraced using versa lock. The third floor balcony with rails and hanging vines with flowers will be a great site to see from the road.



Picture 11; West elevation

b. North Elevation

The north elevation is 9.19' from the ingress egress easement and is opposite to city place 5 building (Picture 12).



Picture 12: North elevation

The brick layout with the soldier course, the architectural panels for the upper floors with the roof and outline of the elevator tower in the background give depth and character to this elevation at the same time will be in comparison to the city place 5 building (picture 13)



Picture 13: North elevation and City place 5 building side by side.

c. East Elevation

The east elevation is exquisitely beautiful due to the all glass staircase pushed out to show it's character bordered by brick accents and allows plenty of sunlight. The soldier course and the stone sills at the corners and on each floor gives adequate but

marginal contrast (picture 14). The roof architecture is worth noting here with separate dome for the stairwell and corbels at all corners. The terraced slope to the north with strategically placed trees and shrubs give adequate privacy as well beauty.



Picture 14: east elevation.

This elevation does show equal character beauty compared to the City place Condominiums.(picture 15).



Picture 15: east elevation and City place condominium side by side.

d. South Elevation

The south elevation has the same theme as the other sides but in addition has a beautiful glass façade with view into the grand atrium inside. The canopy over the

entry door can be seen in this elevation and give distinctive ambiance of the entrance to the building. The metal roof with accents for the elevator tower gives a distinct character. The stone sills on the corners and on the elevator tower, decorative corbels are all added features (picture 16).



Picture 16: South elevation

The south parking lot with 22 spaces and island green spaces separate the south side of the building from Courtland hall Condominium. (Picture 17).



Picture 17. South elevation and Courtland Hall Condominiums side by side.

From the foregoing we believe that the elevations presented here are of excellent quality, a blend of traditional and modern styles highly functional with minimal carbon foot print representative of the “fusion” architectural movement. We hope the Commission will unanimously approve this elevation plans.

4. Landscape plan

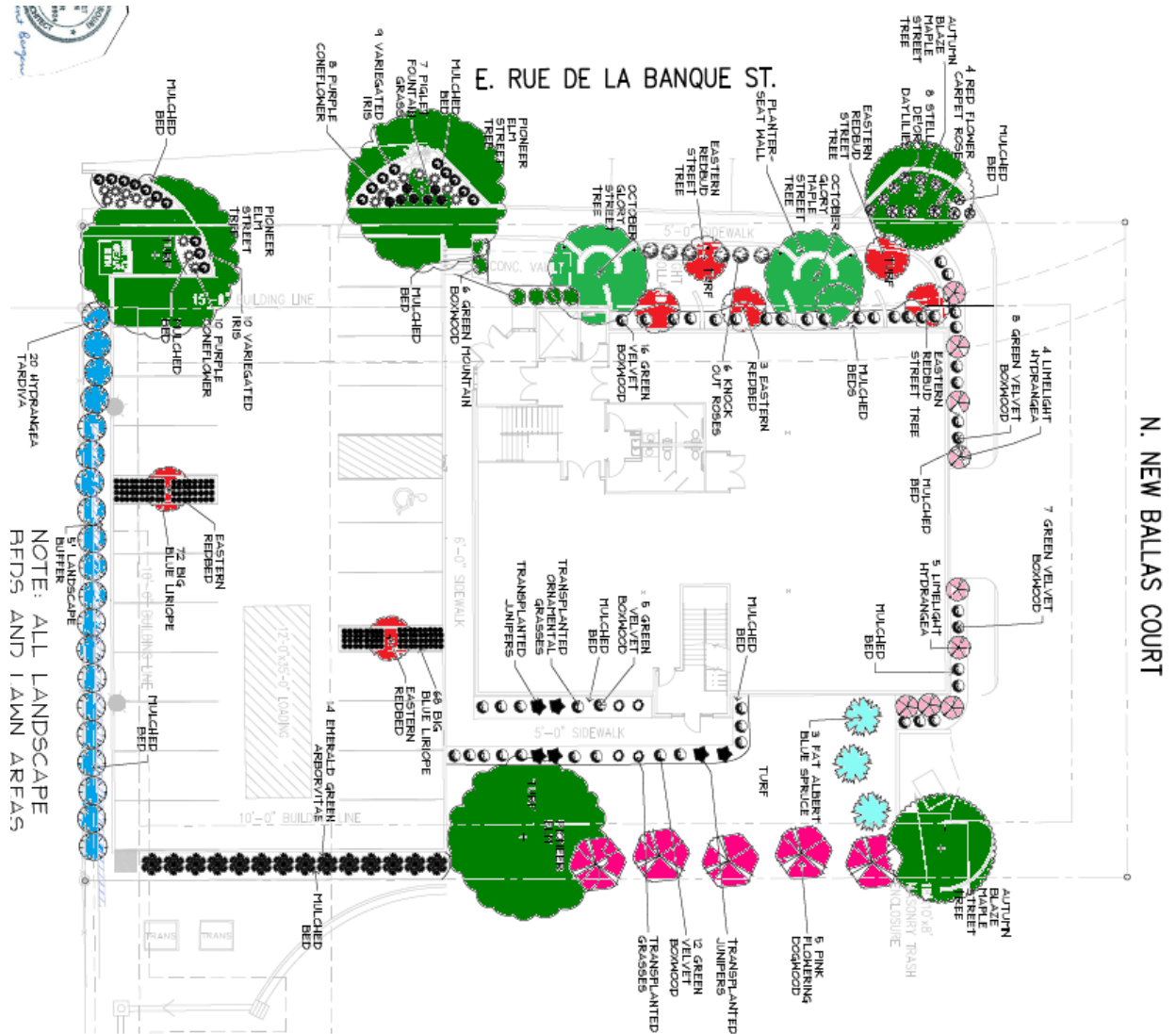
We are excited to present a comprehensive and detailed landscape plan designed by Horstmann Brothers LLC. Currently there is no tree on the property as well as the adjacent property to the east, north and west. There are 4 trees on the property to the south adjacent to the property. Our well thought out landscape design includes 7 shade trees, 17 ever green trees, 13 flowering trees ; 900% more than the required minimum. There are 83 shrubs, 192 perennials and 10 roses, multiple times more than the required minimum. They are arranged in a beautiful and colorful patten that will be very pleasing to the eye. (Picture 18). This looks like a botanical garden!!!

I am sure that the Commission will agree that this landscape plan with the two seating area, retaining wall along the side walk, more than 900% increased trees, shrubs, perennials meets the criteria for the 69% site coverage request.

PLANT SCHEDULE

SHADE TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	Notes
	2	AUTUMN BLAZE MAPLE/ACER X FREEMANII 'JEFFERSRED'	3" CAL.	STREET TREES
	3	PIONEER ELM/ULMUS 'PIONEER'	3" CAL.	2 ARE STREET TREES
	2	OCTOBER GLORY MAPLE/ACER RUBRUM 'OCTOBER GLORY'	3" CAL.	STREET TREES
EVERGREEN TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	3	COLORADO BLUE SPRUCE/PICEA PUNGENS 'FAT ALBERT'	6'- 7'	
	14	EMERALD GREEN ARBORVITAE / THUJA OCCIDENTALIS 'EMERALD GREEN'	6'- 7'	
FLOWERING TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	8	EASTERN REDBUD / CERCIS CANADENSIS	3" CAL	3 ARE STREET TREES, 2 ARE PARKING LOT TREES
	5	PINK FLOWERING DOGWOOD / CORNUS FLORIDA RUBRA	6'-7'	
SHRUBS	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	6	BOXWOOD /BUXUS X 'GREEN MOUNTAIN'	24" - 30"	
	20	TARDIVA HYDRANGEA / HYDRANGEA PANICULATA 'TARDIVA'	5 GAL	
	48	BOXWOOD /BUXUS X 'GREEN VELVET'	18 - 24"	
	9	LIMELIGHT HYDRANGEA	5 GAL	
PERENNIALS/ORNAMENTAL GRASSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	18	PURPLE CONEFLOWER / ECHINACEA PURPUREA 'MAGNUS'	1 GAL	
	8	STELLA DE ORO DAYLILLY / HERMEROCALLIS HYBRID 'STELLA DE ORO'	1 GAL	
	19	VARIGATED IRIS / IRIS PALLIDA 'VARIEGATA'	1 GAL	
	7	PIGLET DWARF FOUNTAIN GRASS / PENNISETUM 'PIGLET'	1 GAL	
	140	Big Blue Liriope	1 Qt.	
ROSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	4	FLOWER CARPET ROSE RED/ ROSA X 'NOARE'	2 GAL	
	6	KNOCKOUT ROSE / ROSA 'KNOCKOUT'	5 GAL	

*NOTE: STREET TREES & PARKING LOT TREES - PROVIDE MIN 6' CLEAR BRANCHING HEIGHT.



Picture 18: Landscape Plan.

a. West side

There are 11 trees, 26 shrubs, 44 perennials and 10 roses on the west side of the property. Currently there is nothing but 5 shrubs on the west side of the property. These trees and plants arranged in strategic pattern will give abundant color to the west side of the building as shown below.



Picture 19: West side with landscaping

b. North side

Similarly on the side there are 5 trees and 24 shrubs. Currently there are no plants on the north side. These trees and plants will greatly enhance the look and improve the value. The neighboring property is shown for comparison.



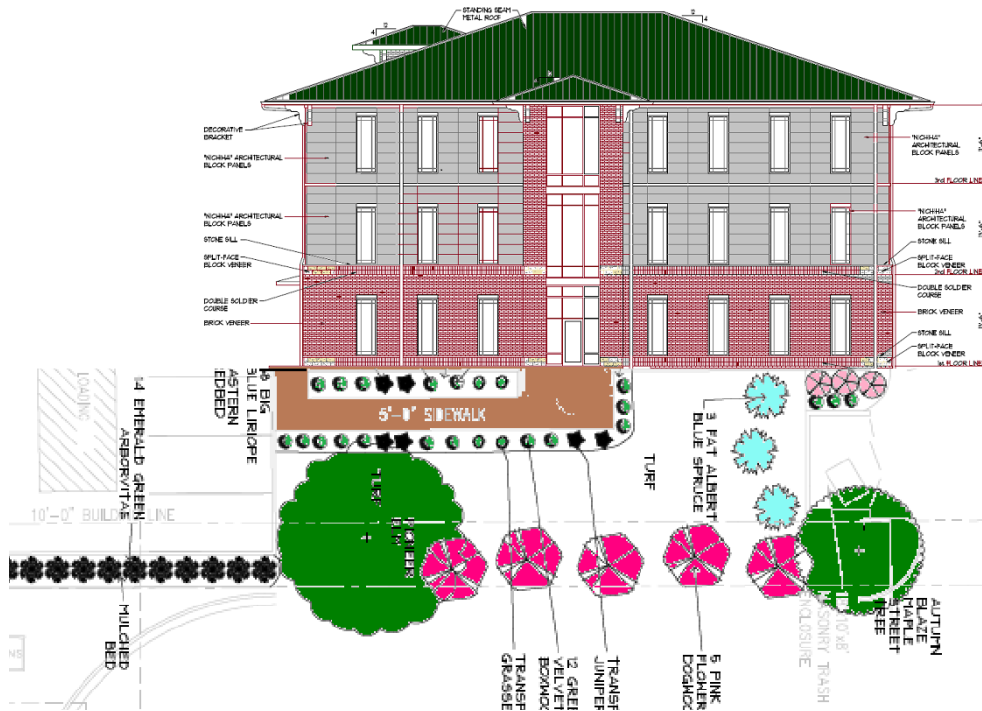
Picture 20: North elevation with landscape



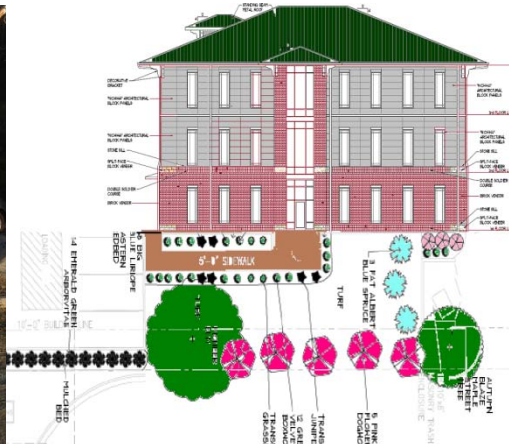
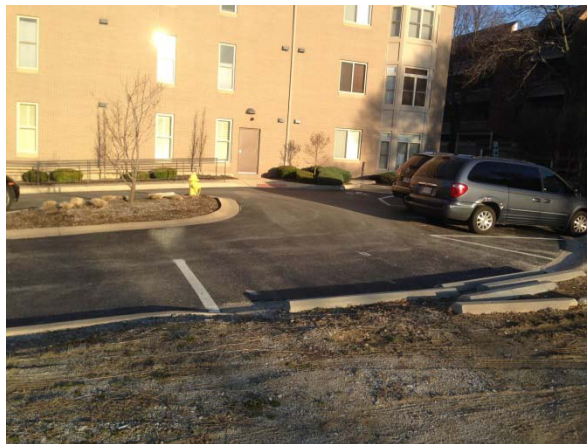
Picture 21: North side landscape with neighboring property

c. East side

On the east side there are 24 trees, 23 shrubs and 5 perennials detailed in the landscape plan. Currently there are no trees or plants on this side of the property as well as in the adjoining neighbor's property.



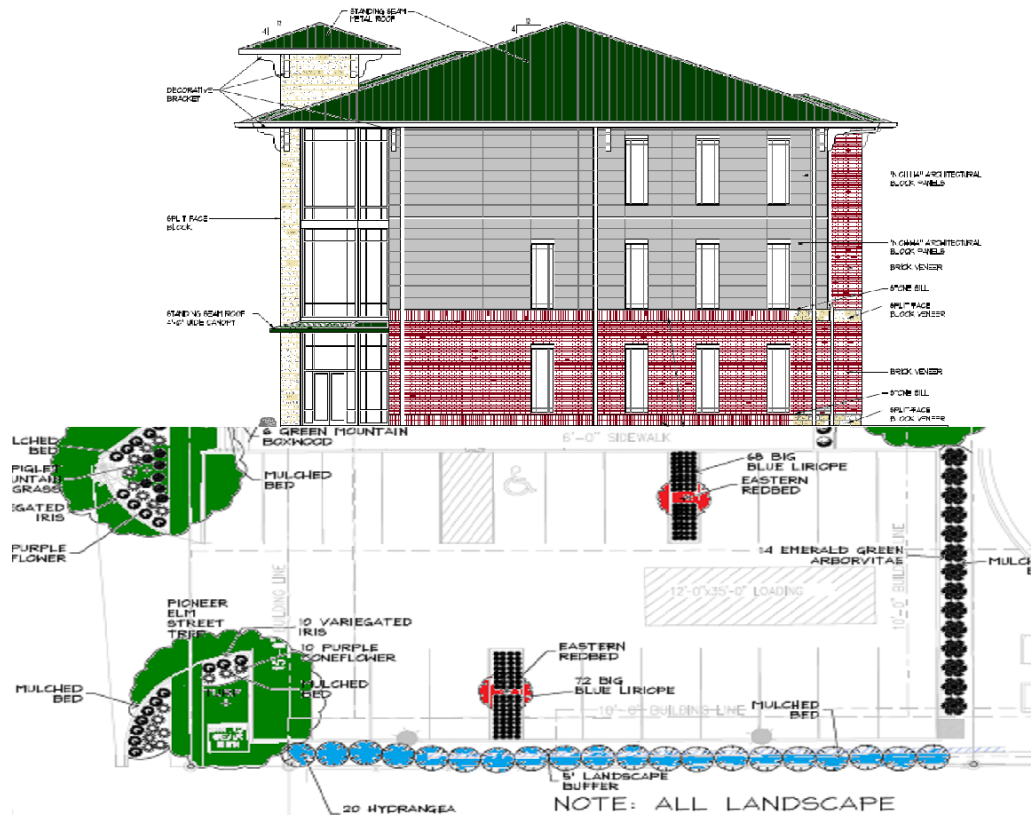
Picture 22 : East elevation with land scape



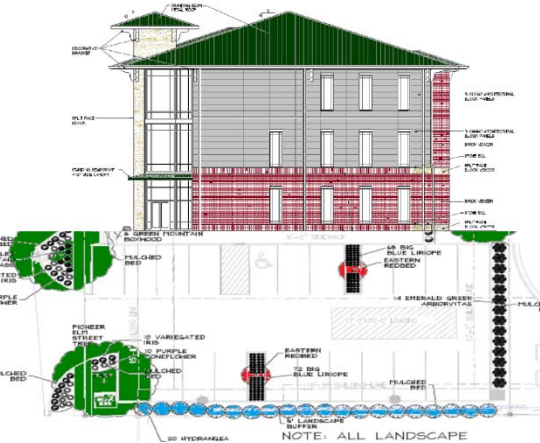
Picture 23: East side landscape with neighboring property.

d. South side

On the south side there are 3 trees, 20 shrubs and 160 perennials/ornamental grasses in the land scape.



Picture 24: South elevation with landscape



Picture 28: South side Landscape with neighboring property.

5. Summary

The team truly believes that we have presented a site development plan which is extraordinary with unique architecture, great landscaping, added sidewalks on North New Ballas Court and East Rue De La Banque road and 2 seating areas on the west side under the shady trees. We can all agree that this site once developed will be a great asset to the City Place CB district and to the City and the Community. Hence we request the Commission to approve this site development plan with the 69% site bonus coverage. We believe we have answered all the concerns raised in the prior two meetings.

Sincerely,

Saji Jacob
CEO
Vanchi Properties LLC.



Jack Whaley
Architect

Kurt Whaley
Project Manager

Dawn Vaught
Office Manager

June 4, 2015

City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, Mo. 63141
Attn: Community Development

Whitney Kelly

Re: Application # 15-001

Building for Vanchi Properties, 844 New Ballas Court, Creve Coeur

Following are the area computations as per your request.

Plans submitted 3-10-15

Building (Outside Walls)

1st Floor: 5823 sq. ft.
2nd Floor 5823 sq. ft.
3rd Floor 4559 sq. ft.
Totals 16,205 sq. ft.

Plans submitted 5-02-15

5967 sq. ft.
5881 sq. ft.
4584 sq. ft.
16,432 sq. ft.

Leasable Space

1st Floor 4445 sq. ft.
2nd Floor 4445 sq. ft.
3rd Floor 3298 sq. ft.
Totals 12,188 sq. ft.

4163 sq. ft.
4163 sq. ft.
3175 sq. ft.
11,501 sq. ft.

Common Usage Space:

On both submittals, the common space on all floors, includes Electric Closets, Elevator, Foyer, Stairways, Utility Rooms, Walls and Partitions, and Rest Rooms

In addition, the Third Floor includes the Terrace area.

1st Floor 1378 sq. ft. 1804 sq. ft.
2nd Floor 1378 sq. ft. 1718 sq. ft.
3rd Floor 1261 sq. ft. 1409 sq. ft.
Totals 4017 sq. ft. 4931 sq. ft.

The common space is more in second submittal in order to reduce the leasable space, thereby reducing required number of parking spaces. The footprint of the building is determined by the Garage Level to accommodate parking spaces in that level. So the overall building size did not change that much even though the leasable space was reduced by enlarging the Foyer area on each floor.

NOTE: The final Site Plans will show 6'-0" wide sidewalks for all walks.

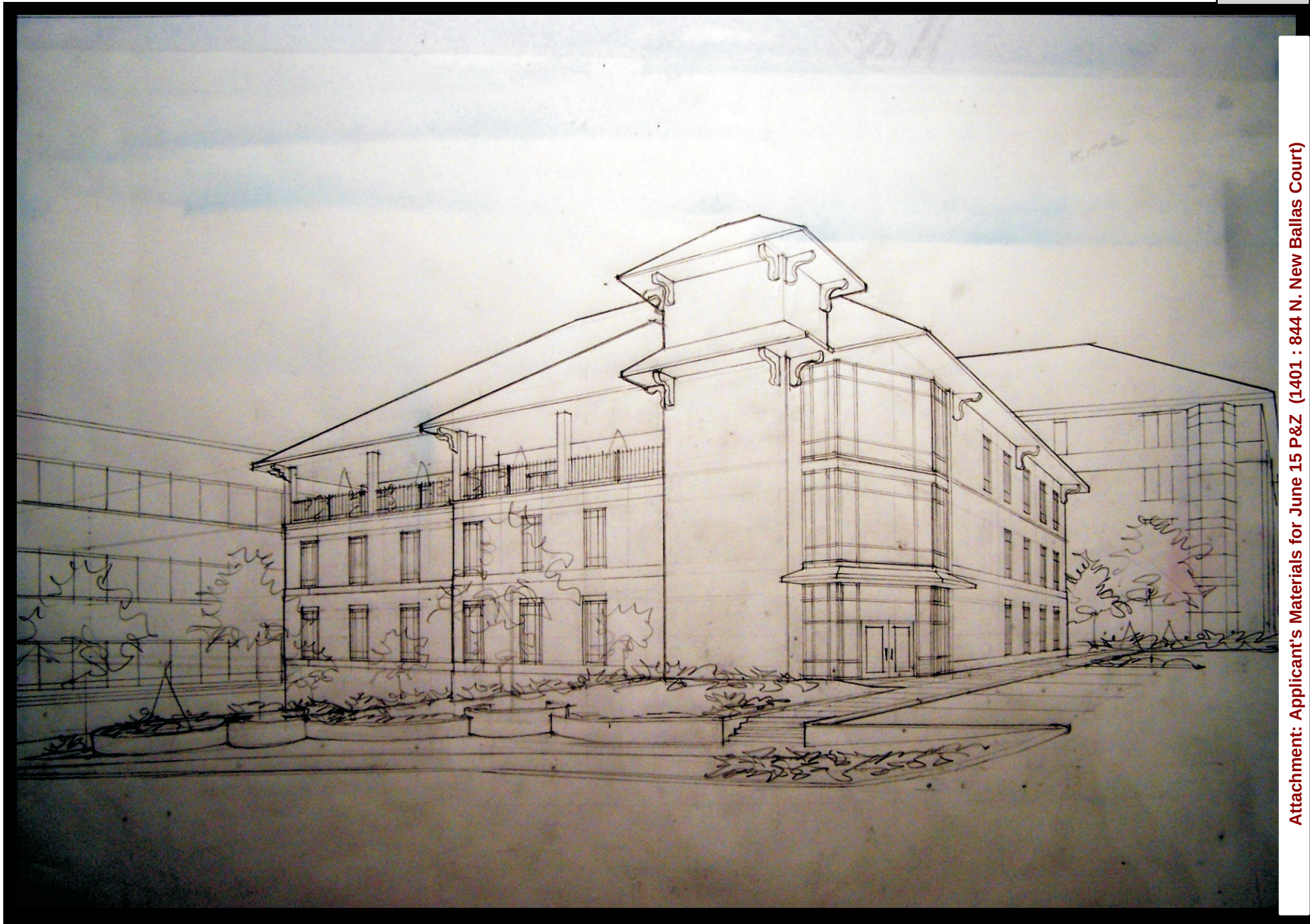
Thank you,

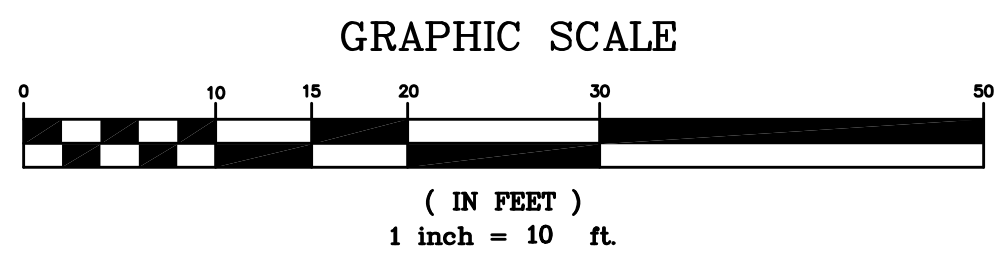
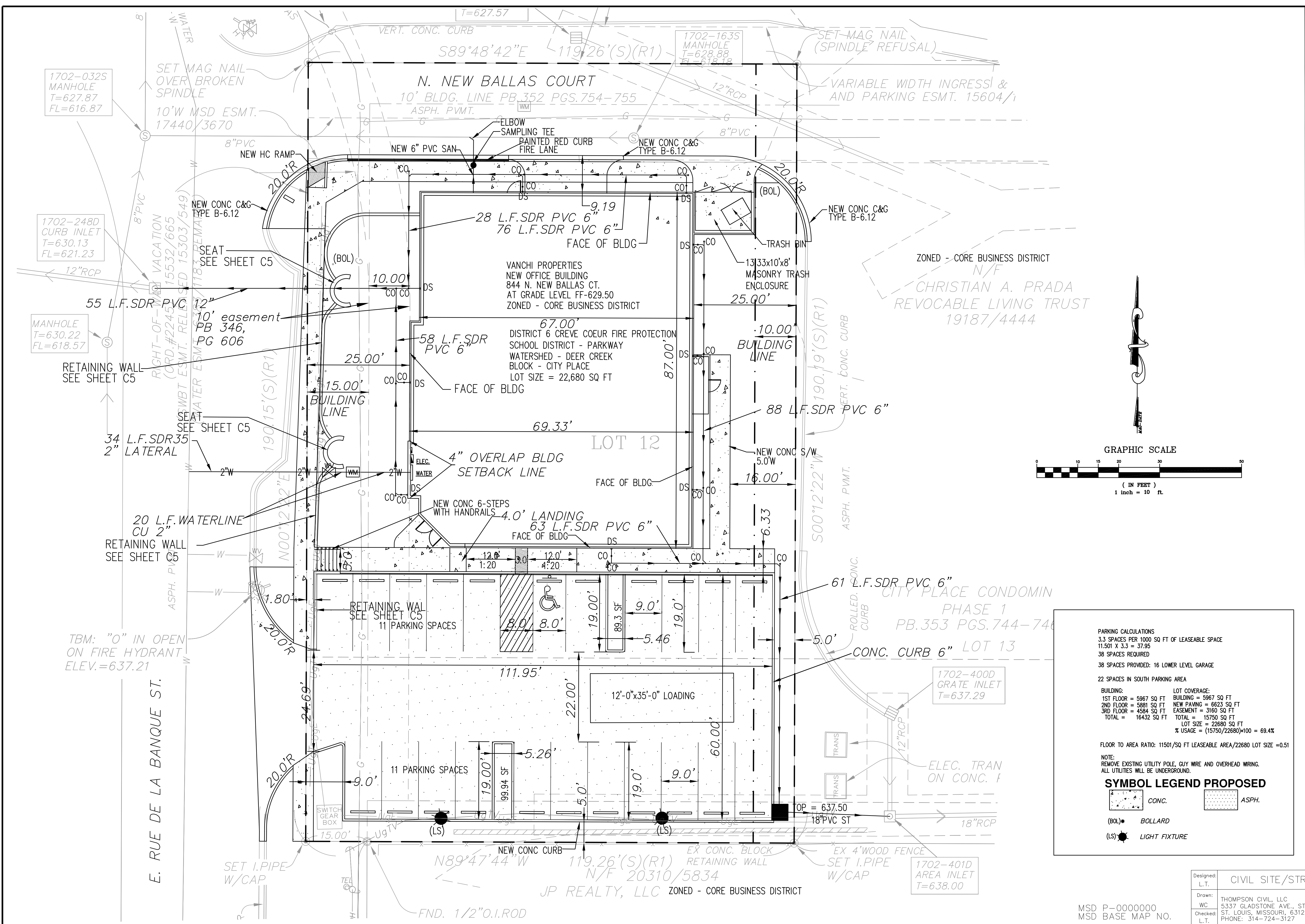
Jack D. Whaley
Jack D. Whaley, Architect

cc: Paul Langdon
Saji Jacob

1529 S. Old Highway 94
Suite 201
St. Charles, MO 63303
Phone: (636) 946-6949
Fax: (636) 949-2909
jackdwhaley@gmail.com
jdwhaley1@sbcglobal.net

Attachment: Applicant's Materials for June 15 P&Z (1401 : 844 N. New Ballas Court)





PARKING CALCULATIONS
3.3 SPACES PER 1000 SQ FT OF LEASEABLE SPACE
11,501 X 3.3 = 37.95
38 SPACES REQUIRED
38 SPACES PROVIDED: 16 LOWER LEVEL GARAGE
22 SPACES IN SOUTH PARKING AREA

BUILDING:
1ST FLOOR = 5967 SQ FT
2ND FLOOR = 5881 SQ FT
3RD FLOOR = 4584 SQ FT
TOTAL = 16432 SQ FT

LOT COVERAGE:
BUILDING = 5967 SQ FT
NEW PAVING = 6623 SQ FT
EASEMENT = 3160 SQ FT
TOTAL = 15750 SQ FT
LOT SIZE = 22680 SQ FT
% USAGE = (15750/22680)*100 = 69.4%

FLOOR TO AREA RATIO: 11501/SQ FT LEASEABLE AREA/22680 LOT SIZE = 0.51

NOTE:
REMOVE EXISTING UTILITY POLE, GUY WIRE AND OVERHEAD WIRING.
ALL UTILITIES WILL BE UNDERGROUND.

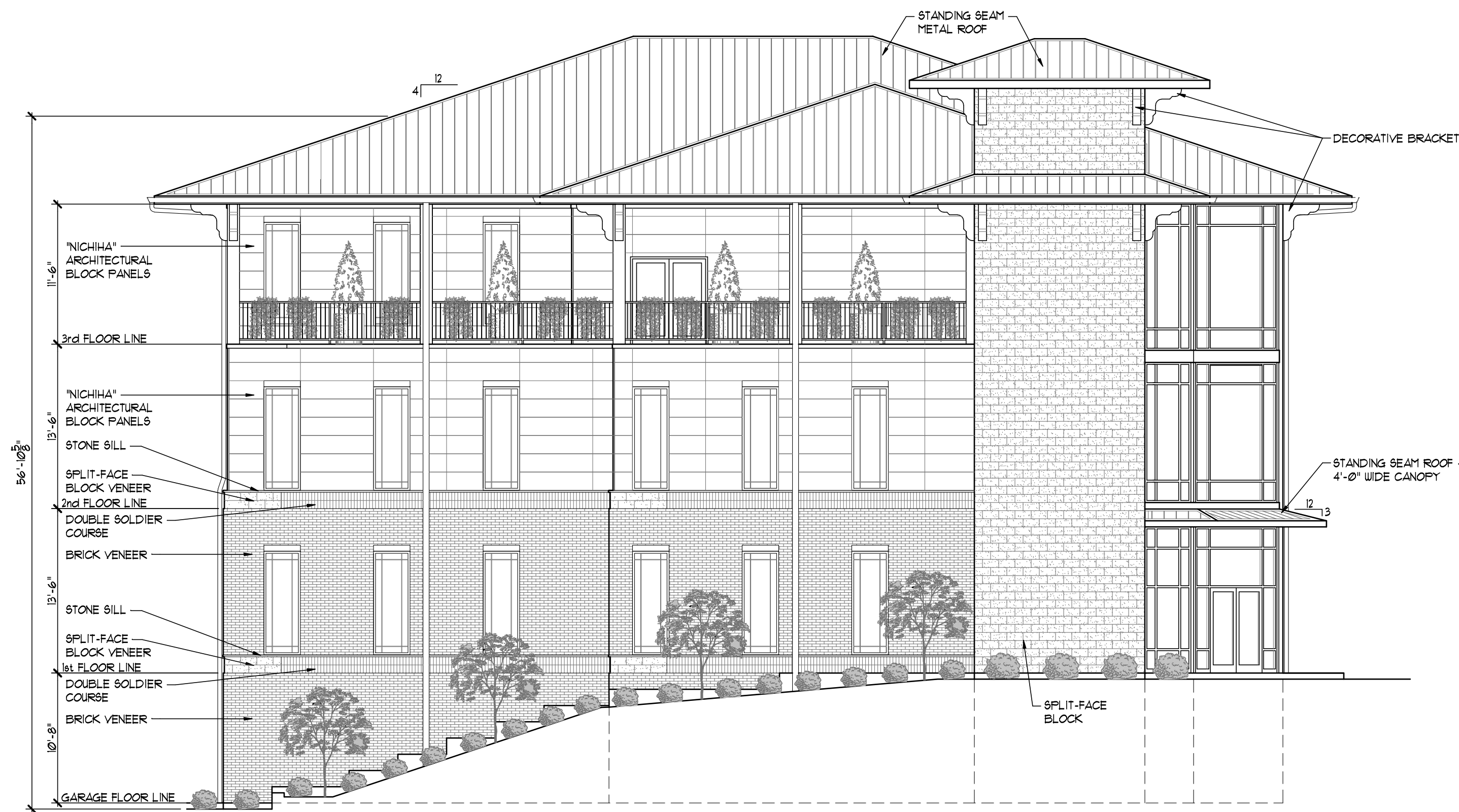
SYMBOL LEGEND PROPOSED

(BOL)	BOLLARD
(LS)	LIGHT FIXTURE
(CONC.)	CONC.
(ASPH.)	ASPH.

Designed: L.T.	CIVIL SITE/STRIPING PLAN	
Drawn: WC	THOMPSON CIVIL, LLC 5337 GLADSTONE AVE., STE #1 ST. LOUIS, MISSOURI, 63121 PHONE: 314-724-3127	Date: JUNE 1, 2015
Checked: L.T.		Sheet: No. C4

MSD P-0000000
MSD BASE MAP NO.





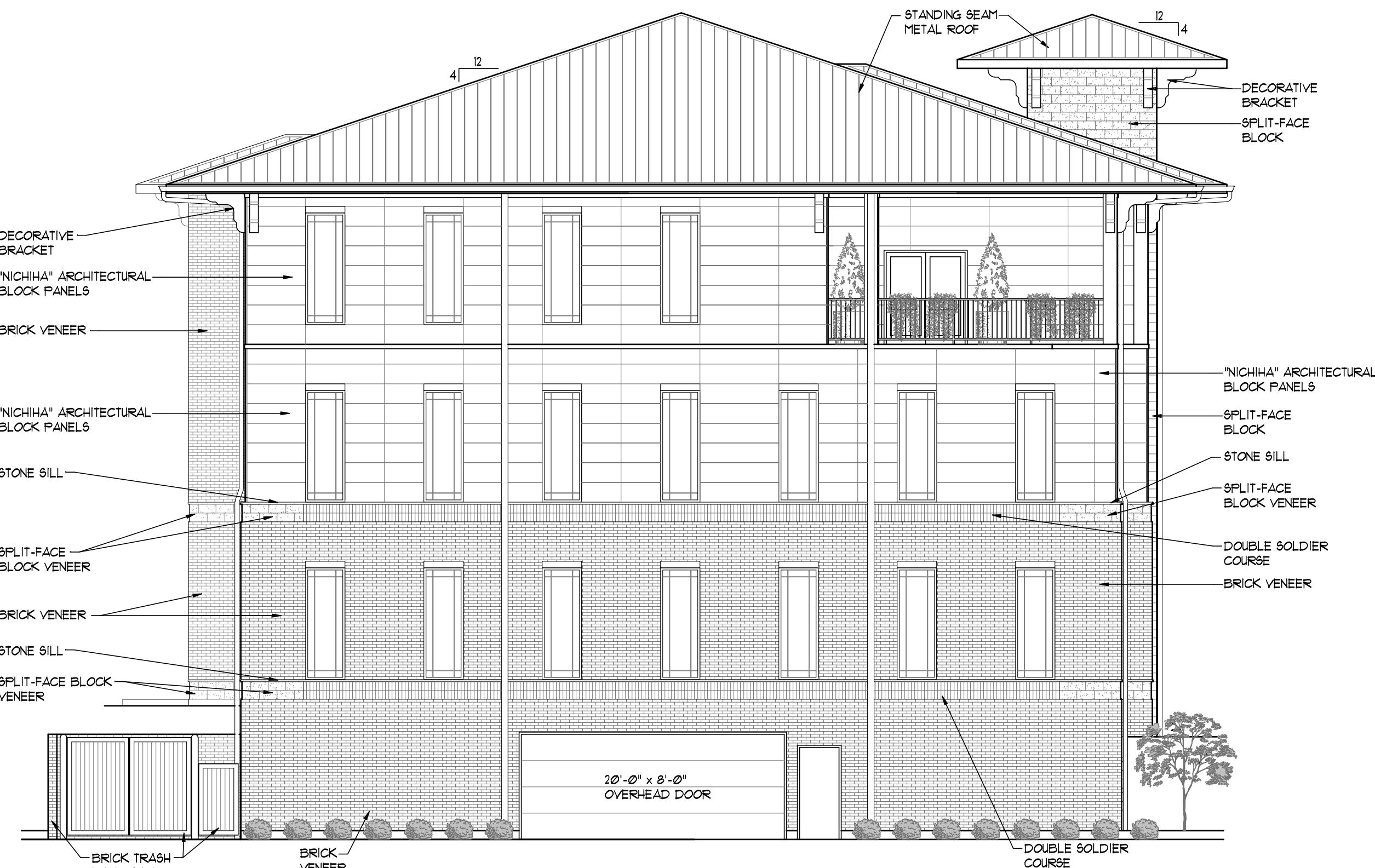
WEST ELEVATION
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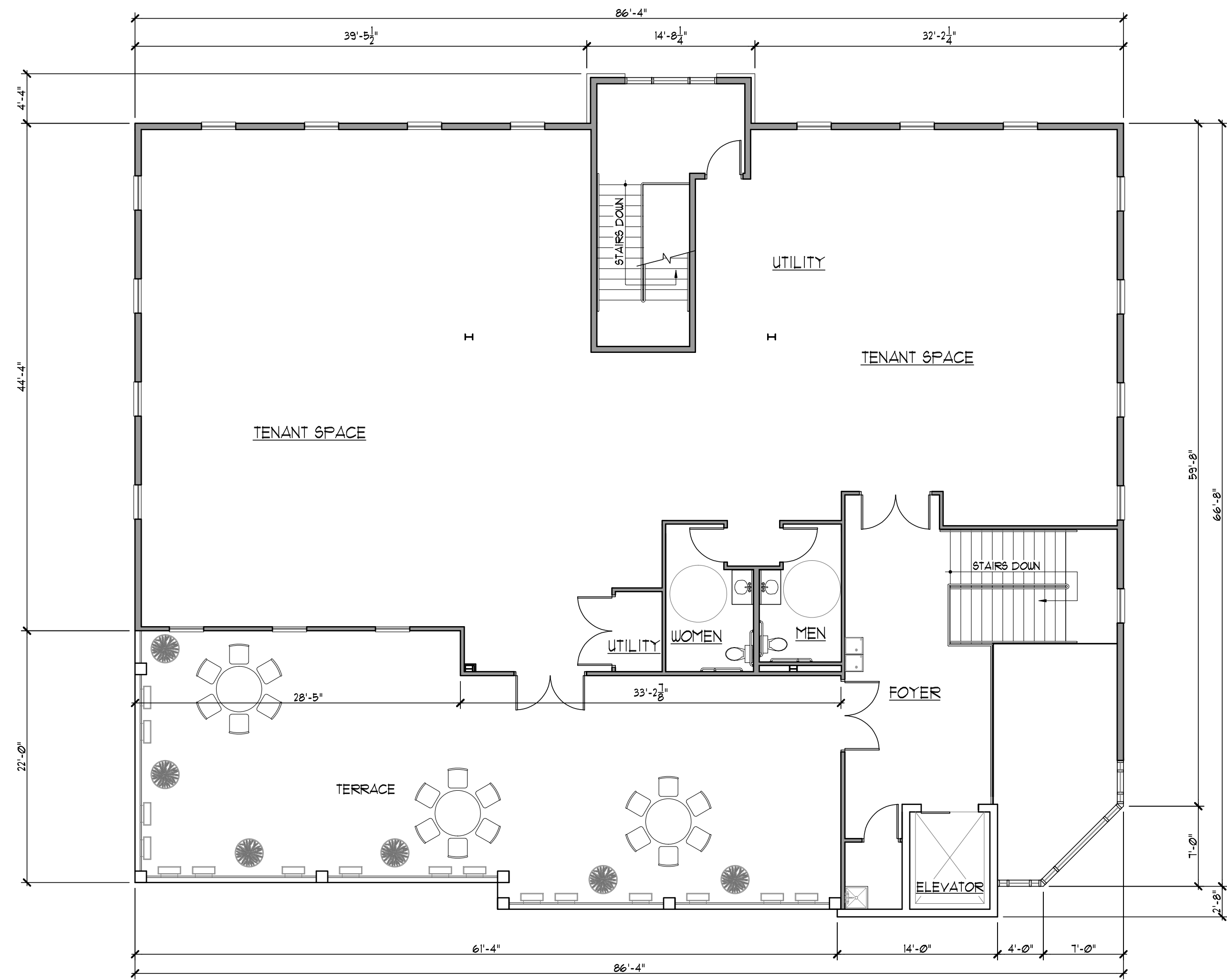
SOUTH ELEVATION
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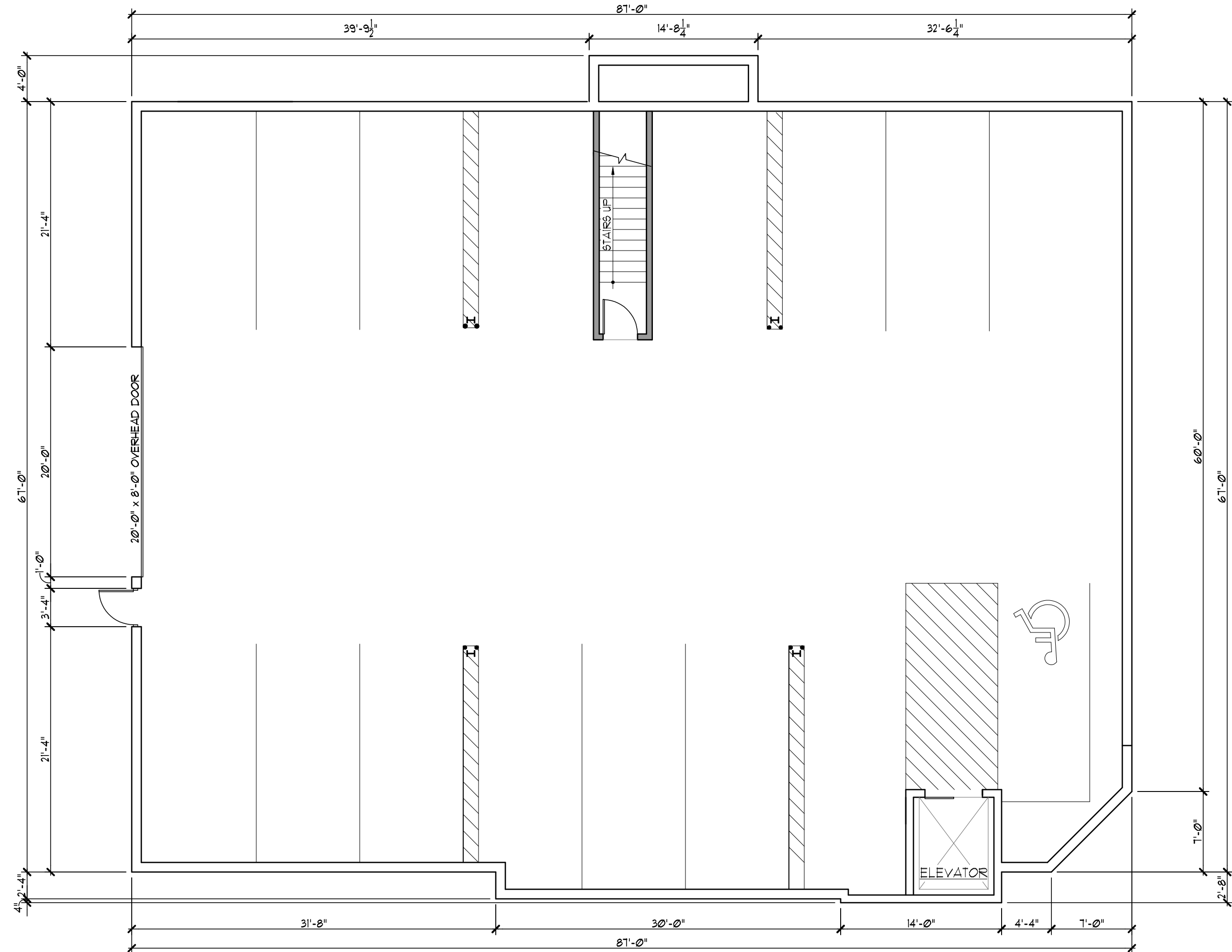
EAST ELEVATION
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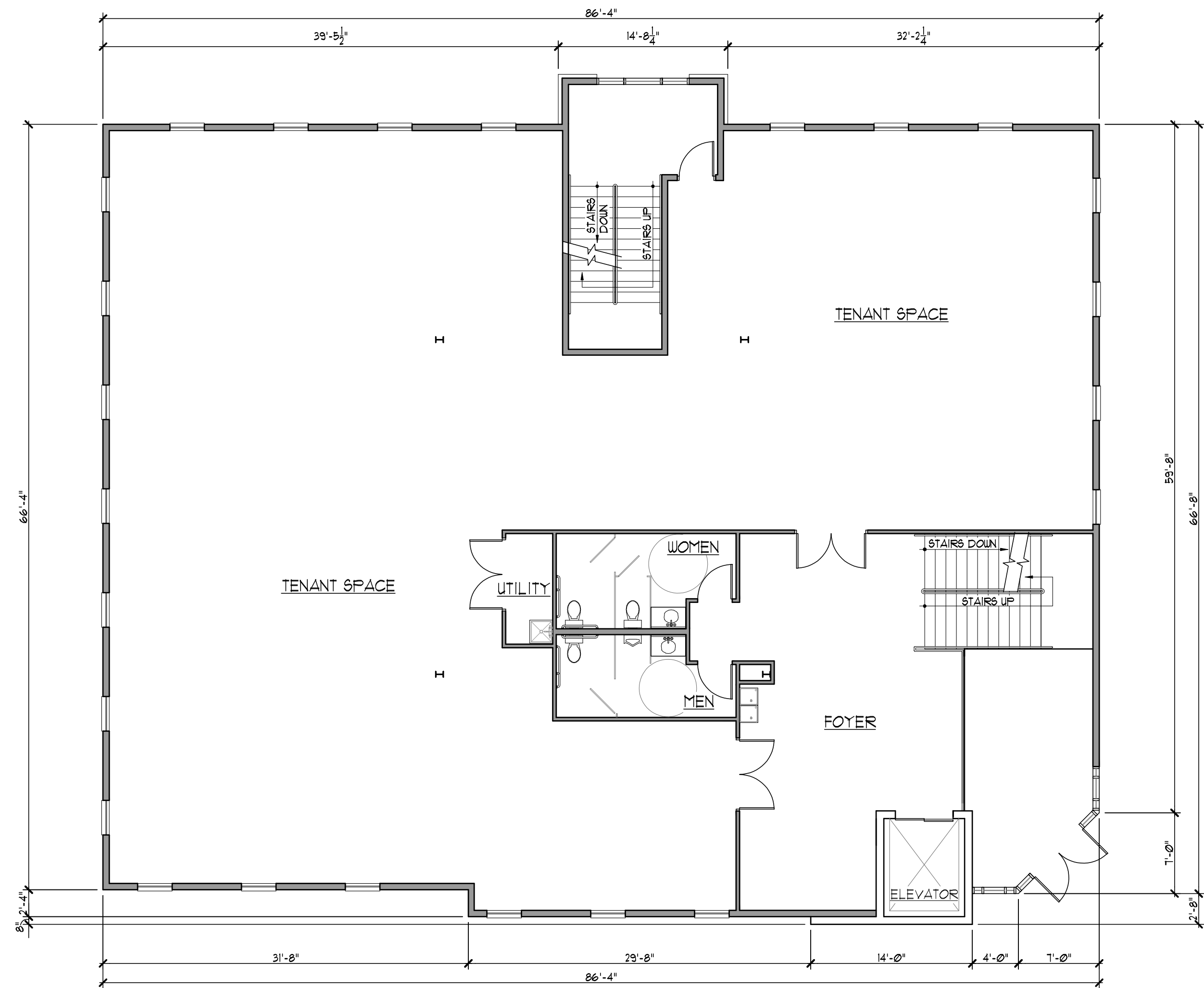
NORTH ELEVATION
Scale: 1/8" = 1'-0"



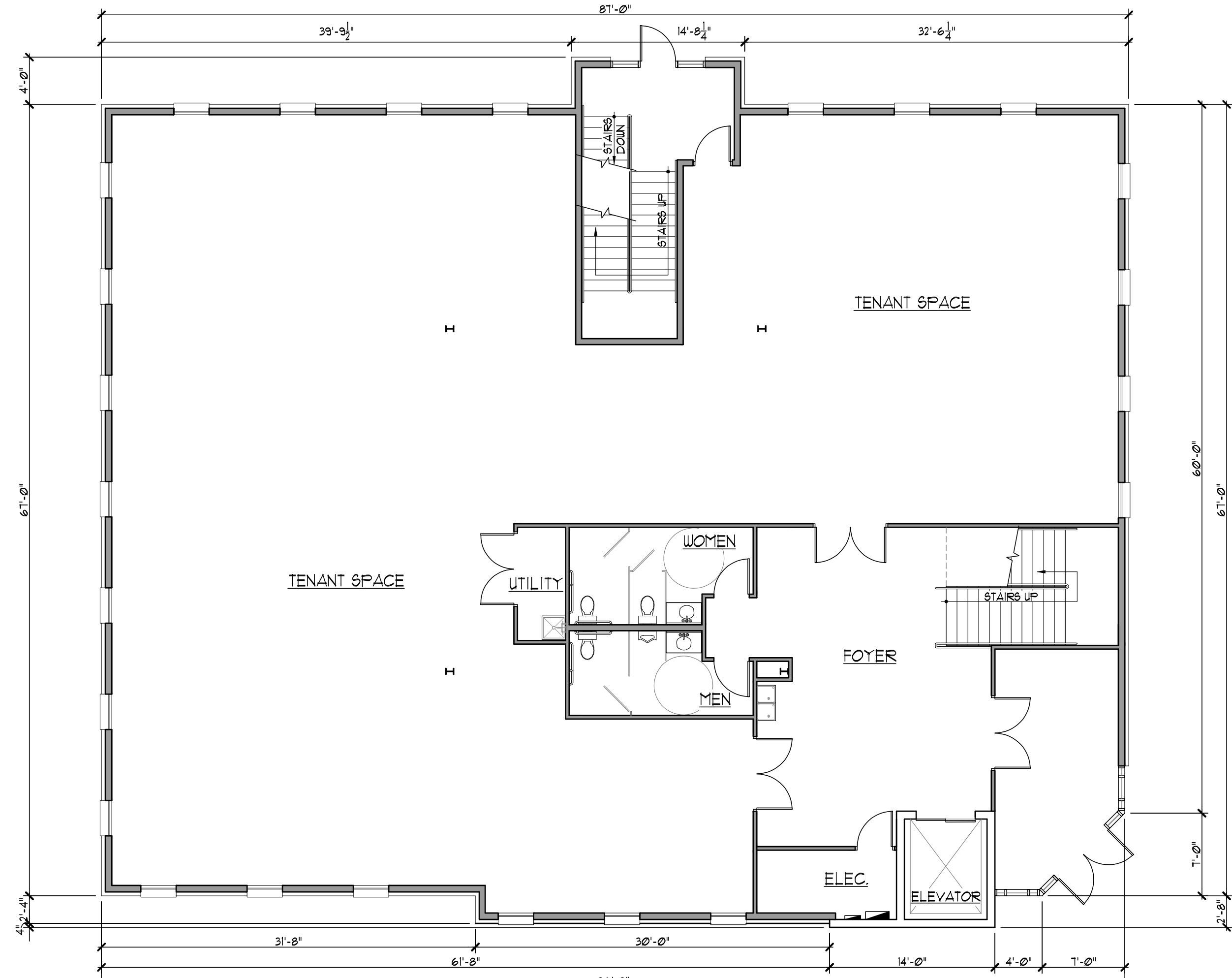
THIRD FLOOR PLAN
Scale: 1/8" = 1'-0"
Building: 4584 Square Feet
Leasible Space: 3175 Square Feet



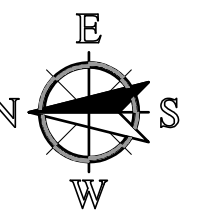
GARAGE FLOOR PLAN
Scale: 1/8" = 1'-0"



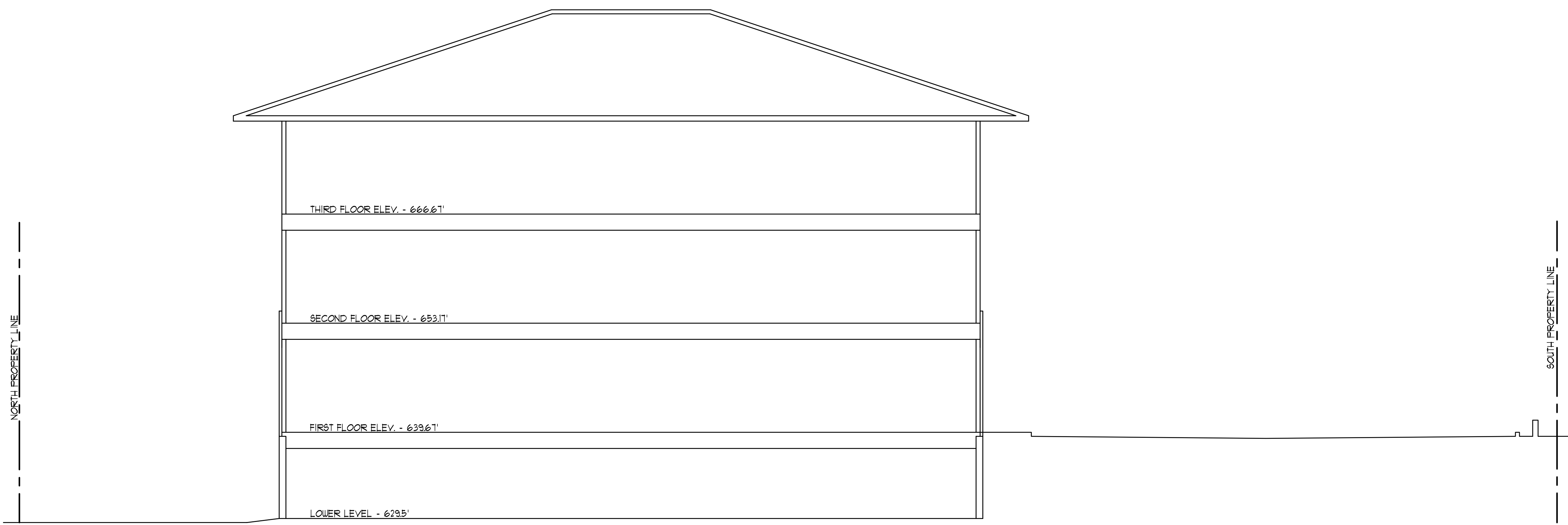
SECOND FLOOR PLAN
Scale: 1/8" = 1'-0"
Building: 5880 Square Feet
Leasible Space: 4163 Square Feet



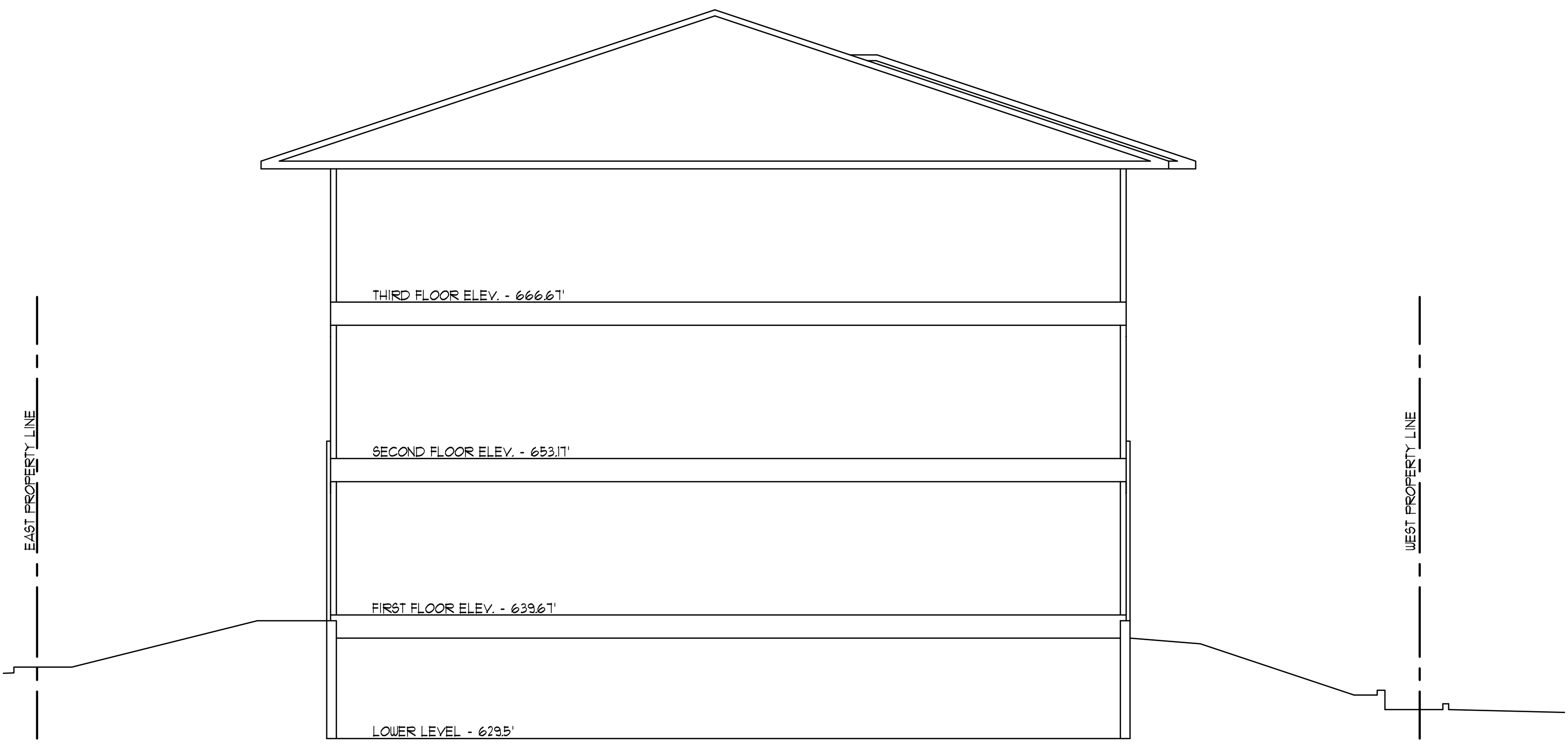
FIRST FLOOR PLAN
Scale: 1/8" = 1'-0"
Building: 5967 Square Feet
Leasible Space: 4163 Square Feet



NEW OFFICE BUILDING:
VANCHI PROPERTIES
844 NEW BALLAS COURT
CREVE COEUR, MISSOURI
JUNE 2, 2015

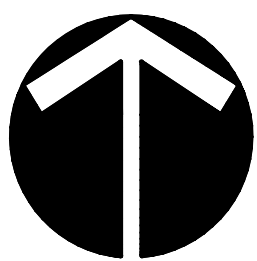


NORTH - SOUTH SECTION



EAST - WEST SECTION

*NOTE: STREET TREES & PARKING LOT TREES - PROVIDE MIN 6' CLEAR BRANCHING HEIGHT.



**NEW OFFICE BUILDING
844 NEW BALLAS CT.
CREVE COEUR, MO
63141**

LANDSCAPE GUIDELINE SPECS:

GENERAL:

- 1.) All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against injury to public. The landscape contractor shall be responsible for any coordination with other site related work being performed by other contractors. Refer to architectural drawings for further coordination of work to be done.
- 2.) Underground facilities, structures and utilities must be considered approximate only. There may be others not presently known or shown. It shall be the landscape contractor's responsibility to determine or verify the existence of and exact location of the above (Call 1-800-DIG-RITE).
- 3.) Plant material are to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth minimum and graded smooth immediately before planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
- 5.) It shall be the landscape contractor's responsibility to:
 - A.) Verify all existing and proposed features shown on the drawings prior to commencement of work.
 - B.) Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
 - C.) Stake the locations of all proposed plant material and obtain the approval of the owner's representative or landscape architect prior to installation.
- 6.) Items shown on this drawing take precedence over the material list. It shall be the landscape contractor's responsibility to verify all quantities and conditions prior to implementation of this plan. No substitutions of types or size of plant materials will be accepted without written approval from the landscape architect.
- 7.) Provide single-stem trees unless otherwise noted in plant schedule.
- 8.) All plant material shall comply with the recommendations and requirements of ANSI Z60.1 "American Standards for Nursery Stock".
- 9.) It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect prior to acceptance. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
- 10.) All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be a unit price contract.
- 11.) All plant material to be transplanted shall be transplanted according to guidelines set by AAN standards. Transplanted material will not be guaranteed by the landscape contractor.

INSURANCE:

- 1.) The landscape contractor shall submit certificates of insurance for workman's compensation and general liability.

MULCH:

- 1.) All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
- 2.) No plastic sheeting or filter fabric shall be placed beneath shredded bark mulch beds. Myrafil fabric shall be used beneath all gravel mulch beds.
- 3.) Edge all beds with spade-cut edge unless otherwise noted.

MAINTENANCE:

- 1.) Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
- 2.) Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.

TOPSOIL:

- 1.) Topsoil mix for all proposed landscape plantings shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss as per planting details. Roto-till topsoil mix to a depth of 6" minimum and grade smooth.
- 2.) Provide a soil analysis, as requested, made by an independent soil-testing agency outlining the % of organic matter, inorganic matter, deleterious material, pH and mineral content.
- 3.) Any foreign topsoil used shall be free of roots, stumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material.
- 4.) Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of shredded bark mulch.

MISC. MATERIAL:

- 1.) Provide stakes and deadmen of sound, new hardwood, free of knotholes and defects.
- 2.) Tree wrap tape shall be 4" minimum, designed to prevent borer damage and winter freezing. Additionally, only 3-ply tying material shall be used.

TURF:

- 1.) All disturbed lawn areas to be seeded with a mixture of Turf-Type fescue (300# per acre) and bluegrass (18# per acre). Lawn areas shall be unconditionally warranted for a period of 90 days from date of final acceptance. Bare areas more than one square foot per any 50 square feet shall be replaced.
- 2.) Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted.
- 3.) Any points carrying concentrated water loads and all slopes of 15% or greater shall be sodded.
- 4.) All sod shall be placed a maximum of 24 hours after harvesting.
- 5.) Recondition existing lawn areas damaged by Contractor's operations including equipment/material storage and movement of vehicles.

WARRANTY:

- 1.) All plant material (excluding ground cover, perennials and annuals) are to be warranted for a period of 12 months after installation at 100% of the installed price.
- 2.) Any plant material found to be defective shall be removed and replaced within 30 days of notification or in growth season determined to be best for that plant.
- 3.) Only one replacement per tree or shrub shall be required at the end of the warranty period, unless loss is due to failure to comply with warranty.
- 4.) Lawn establishment period will be in effect once the lawn has been mowed three times. Plant establishment period shall commence on the date of acceptance and 100% completion.

LANDSCAPE REQUIREMENTS

- (1) street tree per 30' of frontage or part thereof
105 L.F. frontage along E Rue De La Banque therefore 4 trees required and 7 provided
115 L.F. frontage along New Ballas Ct, therefore 4 trees required and 2 provided

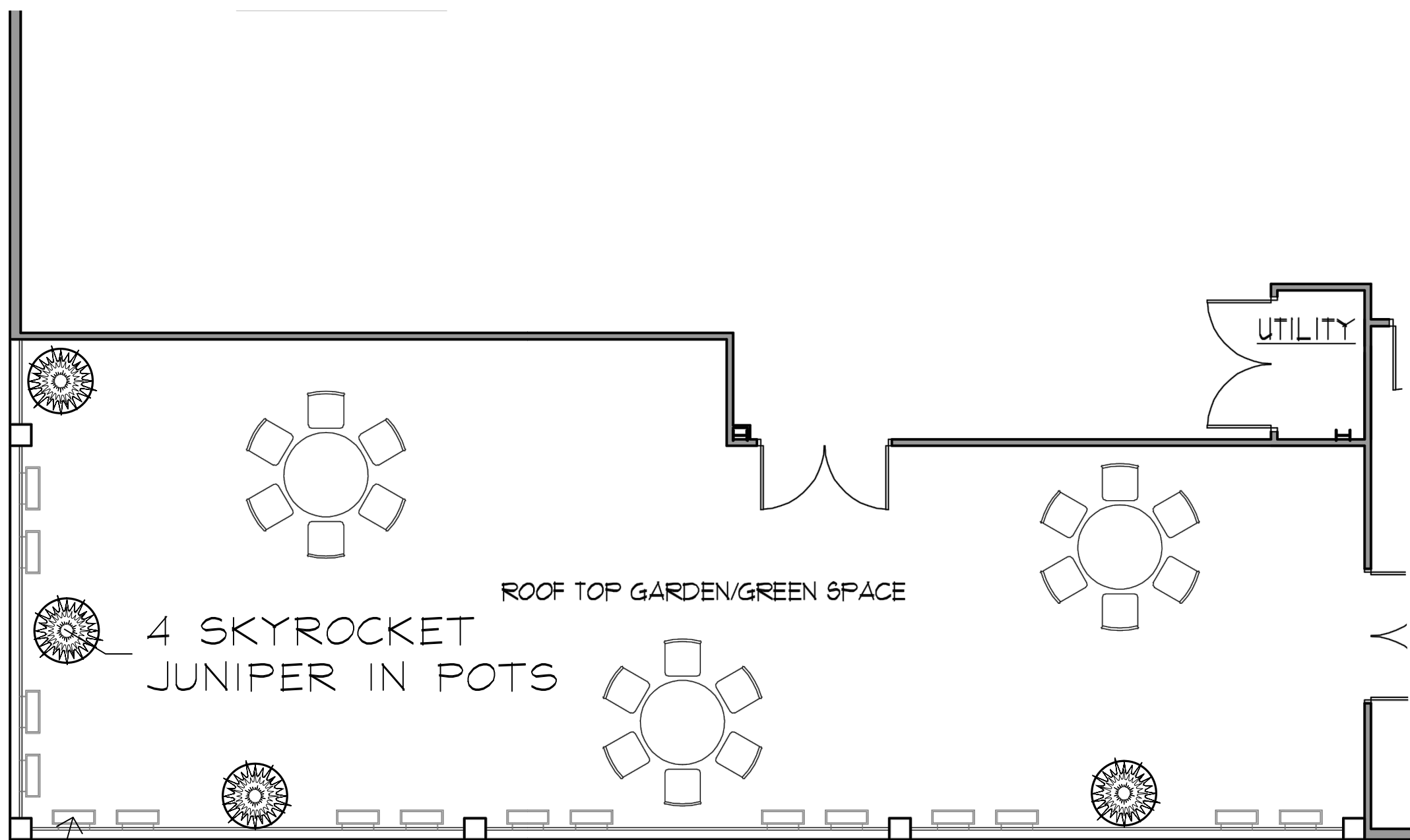
City of Creve Coeur requested owner to add sidewalk on North side of building & so limited planting space is remaining along Ballas Ct. Total Qty of street trees between E. Rue De La Banque and New Ballas Ct exceeds requirement

Continuous opaque screen between parking lot and adjoining residential facility: Requirement Met

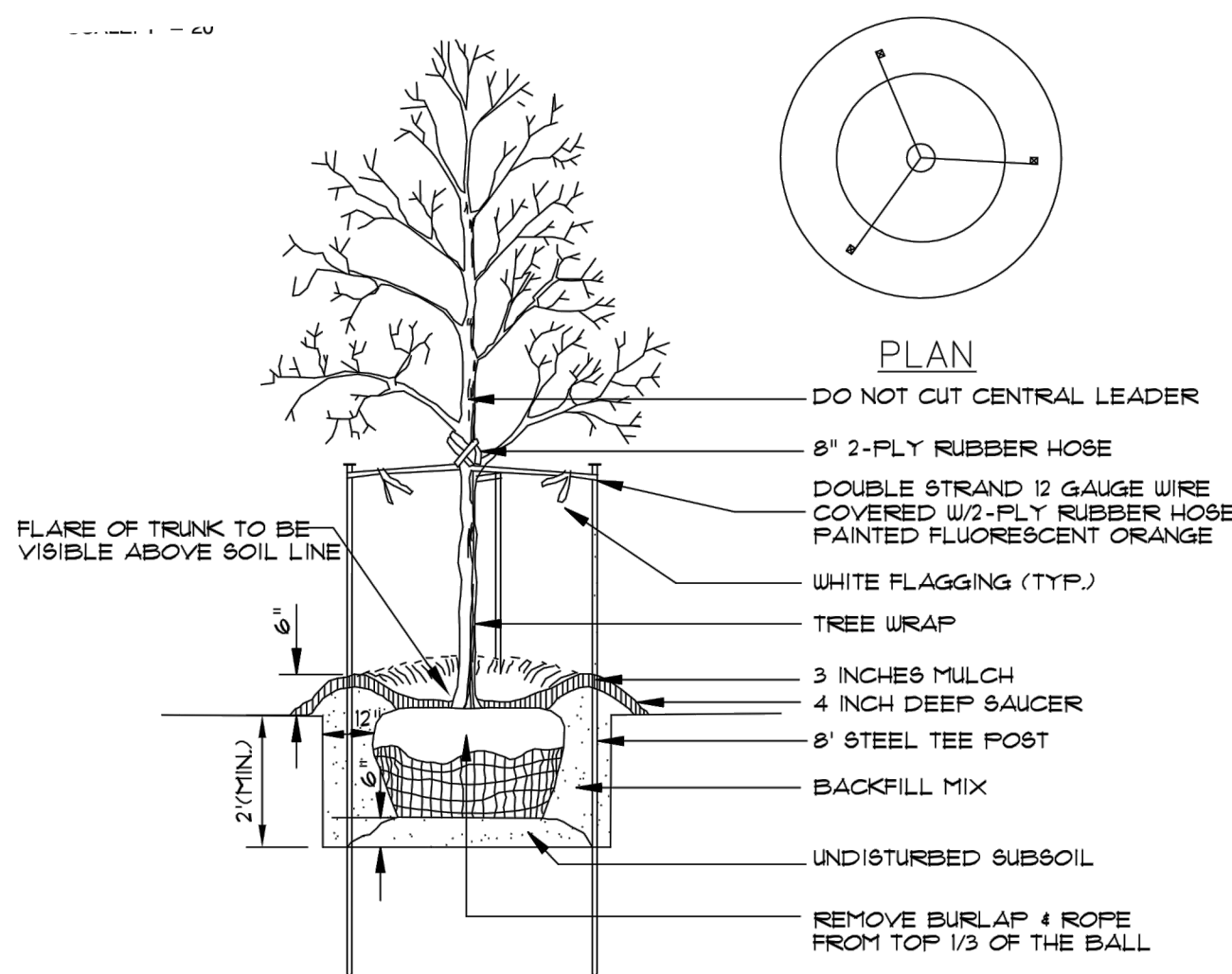
Minimum of 10 SF interior parking lot landscaping for every 350 SF of paved area. 6623 SF Paved Area. 189 SF Required. 189 SF Provided

- (2) deciduous shade trees within and up to every 100 LF of parking for each parking row
100 L.F. parking row therefore 2 deciduous trees required and 2 provided within the lot, and 2 street trees at the entrance to the lot, and 1 tree in the lawn next to the lot

5' Min landscape buffer between parking lot and property line of abutting property. Requirement met
In-ground automatic irrigation system is required and will be provided as a condition of development (by others)

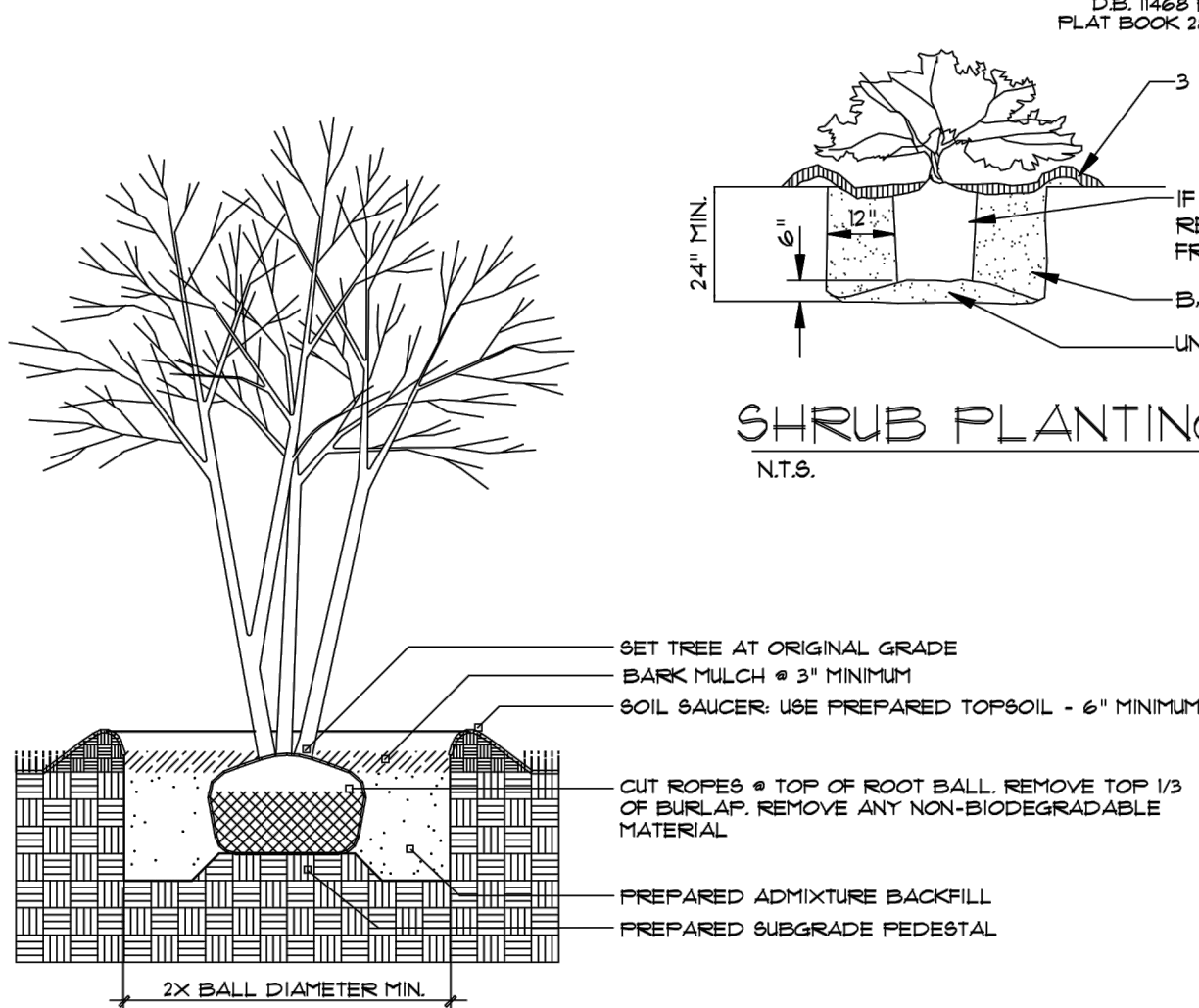


PLANTER BOXES FILLED WITH TRAILING VINES - MIX OF FLOWERING & GREEN. ANNUALS AND/ OR PERENNIALS EG: SWEET AUTUMN CLEMATIS, SWEET POTATO VINE, TRAILING PETUNIAS, IVY



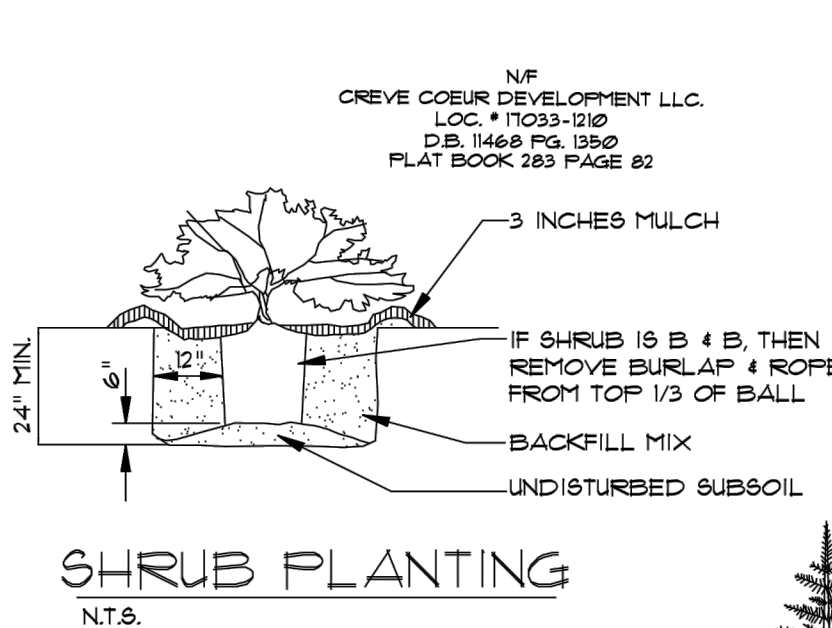
DECIDUOUS TREE PLANTING

N.T.S.



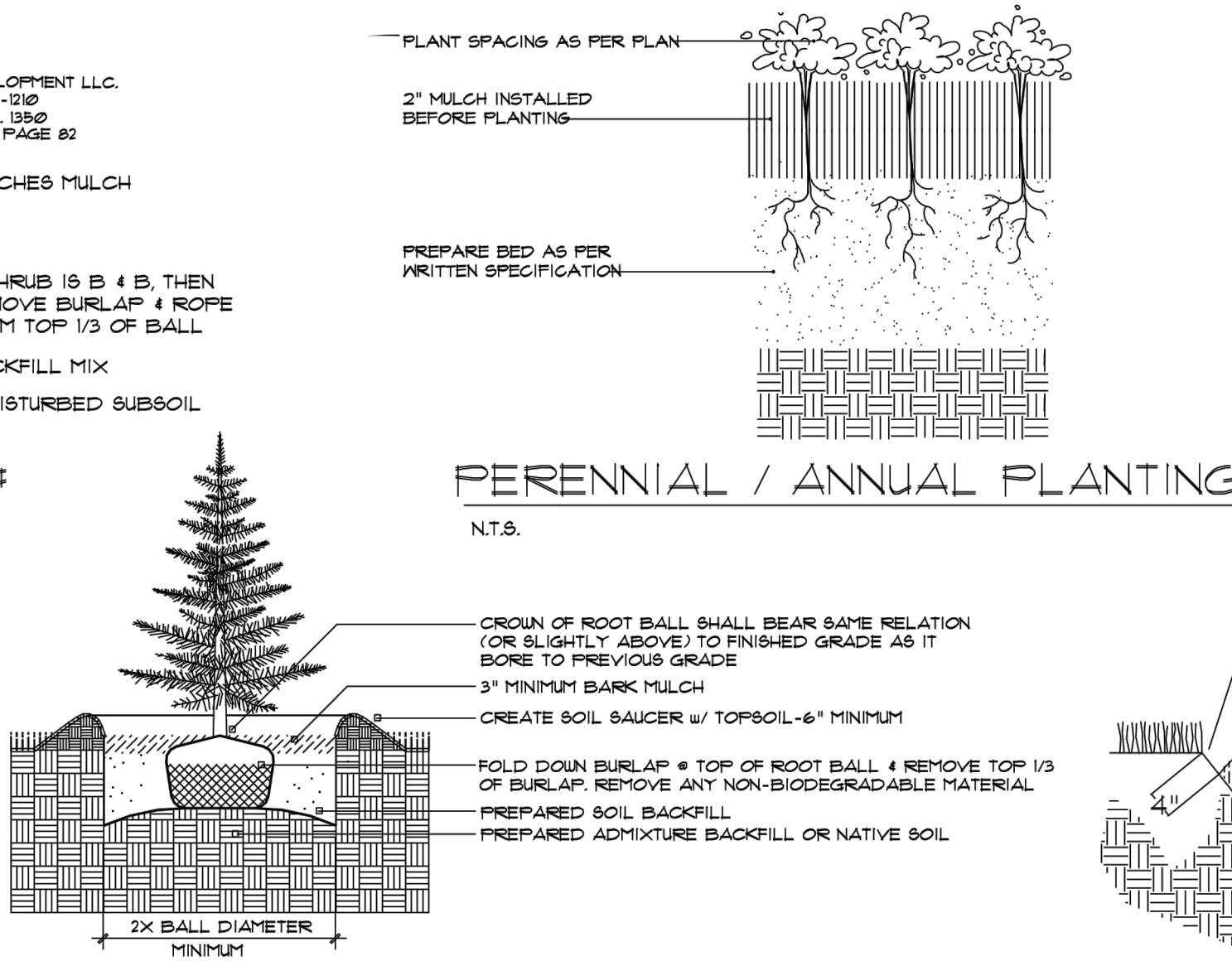
MULTI-STEM TREE PLANTING

N.T.S.



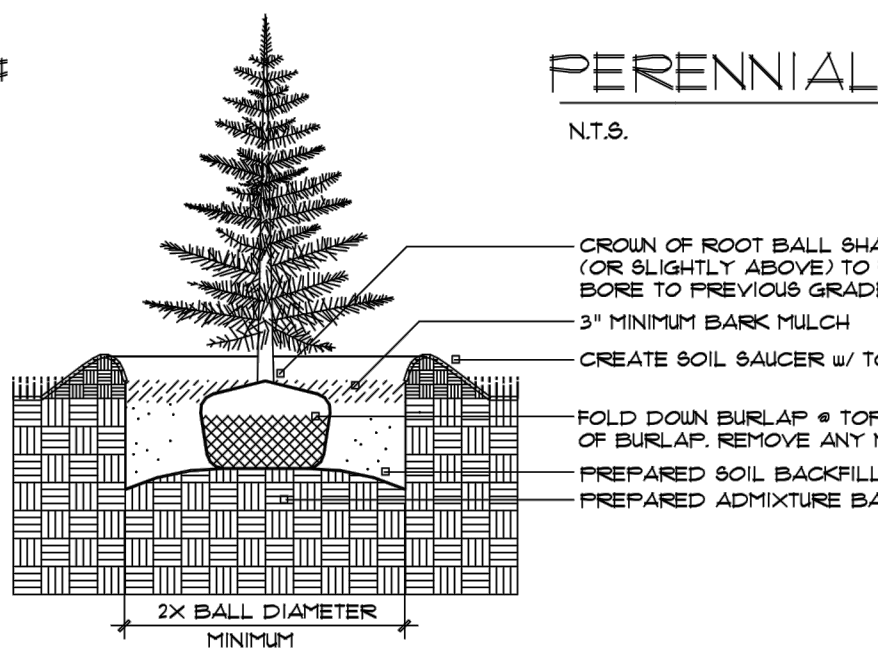
SHRUB PLANTING

N.T.S.



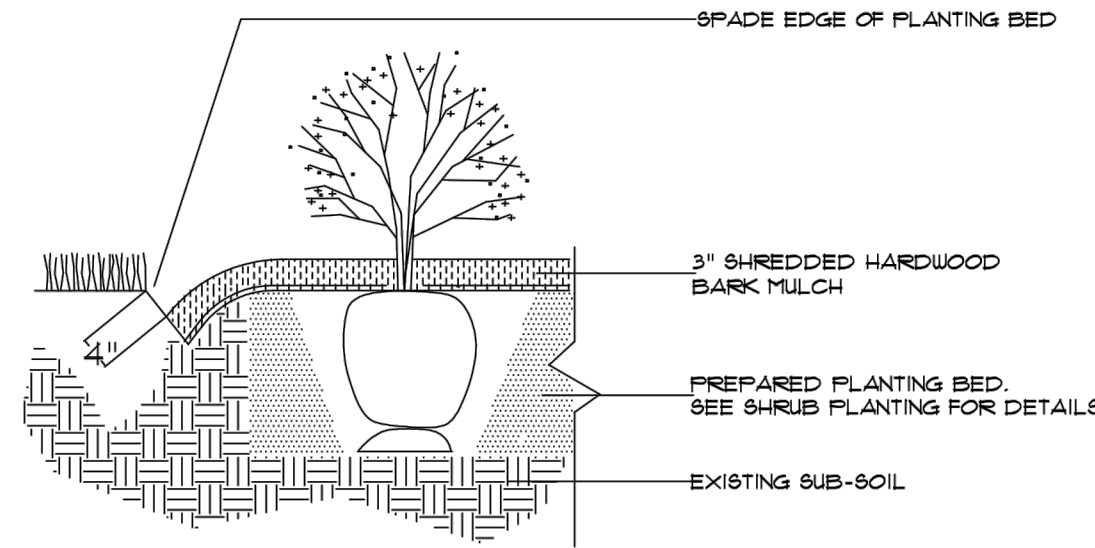
PERENNIAL / ANNUAL PLANTING

N.T.S.



EVERGREEN TREE PLANTING

N.T.S.



SPADE-CUT EDGE DETAIL

N.T.S.

SEAL

REVISIONS

DRAWING ISSUE

PROJECT:

New Office Building
844 N. New Ballas Ct.
Creve Coeur, Missouri

CLIENT:

Vanchi Properties, LLC
3880 MLK DR. 63113
St. Louis, MO.
Phone: 314-389-7820
Fax: 314-388-7889

Designed:	LANDSCAPE NOTES/DETAILS	
Drawn:		Date: 3-10-2010
Checked:		Mark: 10



city of CREVE COEUR

6.1.f

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

APPLICATION TO PLANNING AND ZONING COMMISSION #15-001 FOR SITE DEVELOPMENT PLAN OF AN OFFICE BUILDING AT 844 N. NEW BALLAS COURT

FOR THE MEETING OF: March 16, 2015

LOCATION: 844 New Ballas Court

REQUEST: An application has been submitted for a new 16,467 sq. ft., three-story office building at the southeast corner of East Rue De La Banque and North New Ballas Court. The Applicants are seeking a site coverage bonus for the proposed 69.3% site coverage by providing seating and landscaping. Changes since the prior Staff Report, include revising the building materials, angling the entrance to be more oriented toward the street, and providing two site plans with and without the vacation of the easement.

ADDITIONAL INFORMATION: The subject property is Lot 12 within the CityPlace development and was originally to be phase two of the City Place Condominiums. Section 405.370(G)(1)(a) states that any development and/or redevelopment plans for properties within the area bounded by the City limit on the north, Olive Boulevard on the south, Craig Road on the east, and I-270 on the west, requires Planning and Zoning Commission and City Council review and approval.

Key Issues:

- Does the request further the goals and/or implement the Comprehensive Plan?
- Does the request follow the Design Guidelines?

Comprehensive Plan References

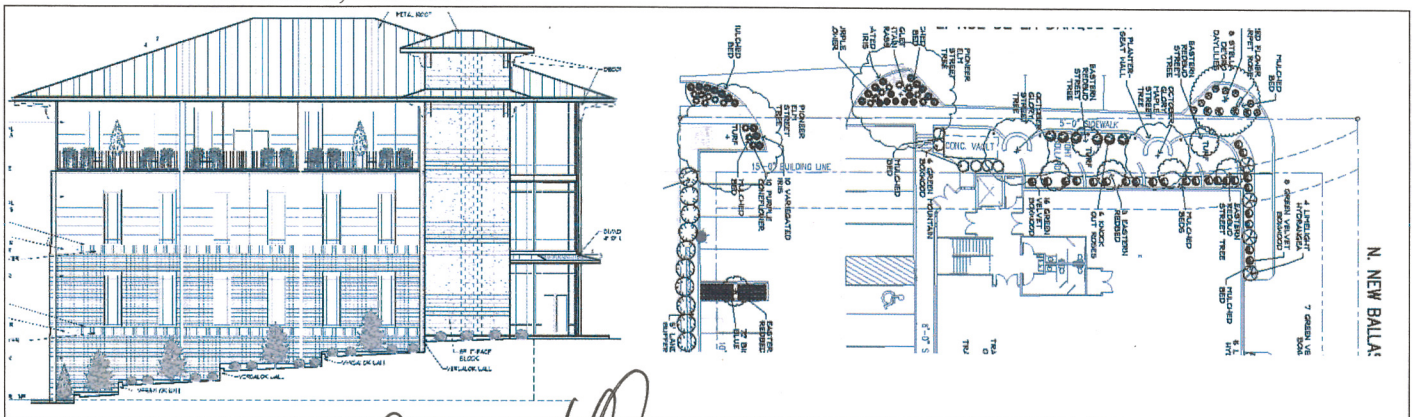
- Central Business District Action Area
- Design Guidelines

Zoning Code References

- Section 405.370: "CB" Core Business District
- Section 405.540: Landscaping
- Section 405.680: Lighting
- Article VII Off-Street Parking and Loading Requirements
- Section 405.1080: Site Concept, Site Development and Minor Site Plan Approval

APPLICANT: Jack D. Whaley
Jack D. Whaley Architect
1529 S. Old Hwy 94, Suite 201
St. Charles, MO 63303

PROPERTY OWNER: Vanchi Properties LLC
546 N. Warson Road
St. Louis, MO 63141



REPORT PREPARED BY:

Whitney Kelly
Whitney Kelly, AICP, City Planner

3/13/2015
Date

ATTACHMENTS: Applicant's revised drawings received March 10, 2015
Staff Report from February 17, 2015 Planning and Zoning Commission

CHANGES SINCE PRIOR MEETING

The revised drawings submitted are generally the same as the prior drawings, with the following exceptions: The Applicant has revised the building material to a brick veneer at the lower levels, a double soldier course belt detail indicating the floors, the “Nichia” architectural panels on the second and third floors, and split-face block veneer for the elevator tower and at the corners. Decorative corbels have been added to the roof line. The front door has been angled at the corner to provide greater street presence.

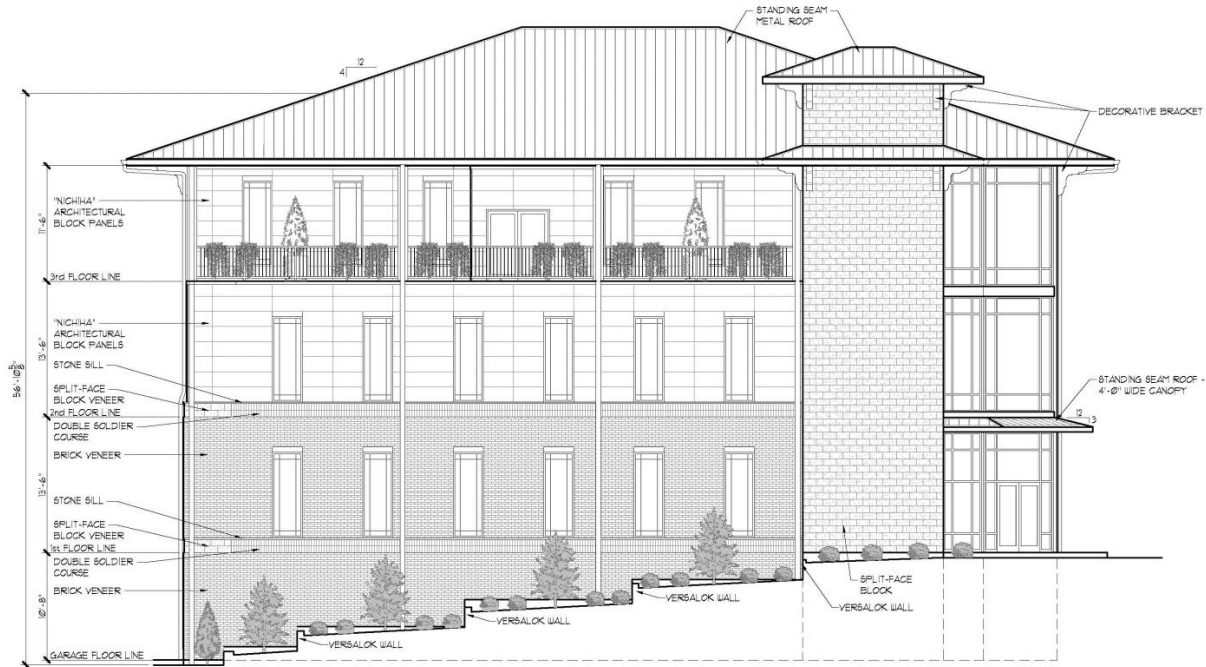


Figure 1: Proposed West Elevation

The Applicant has also submitted two site plans; one that has the placement of the building at the previously reviewed setback of 35.10 feet should they have to maintain the easement, and one showing possible placement should they be able to vacate the easement. Sidewalks have been added along N. New Ballas Court, and the interior sidewalks are at the appropriate width of six feet along the building and five feet for the employee entrance on the east elevation. The building has also been adjusted to provide a sidewalk and landscaping adjacent to the building allowing for approximately 8.19 feet from the garage door to the street.

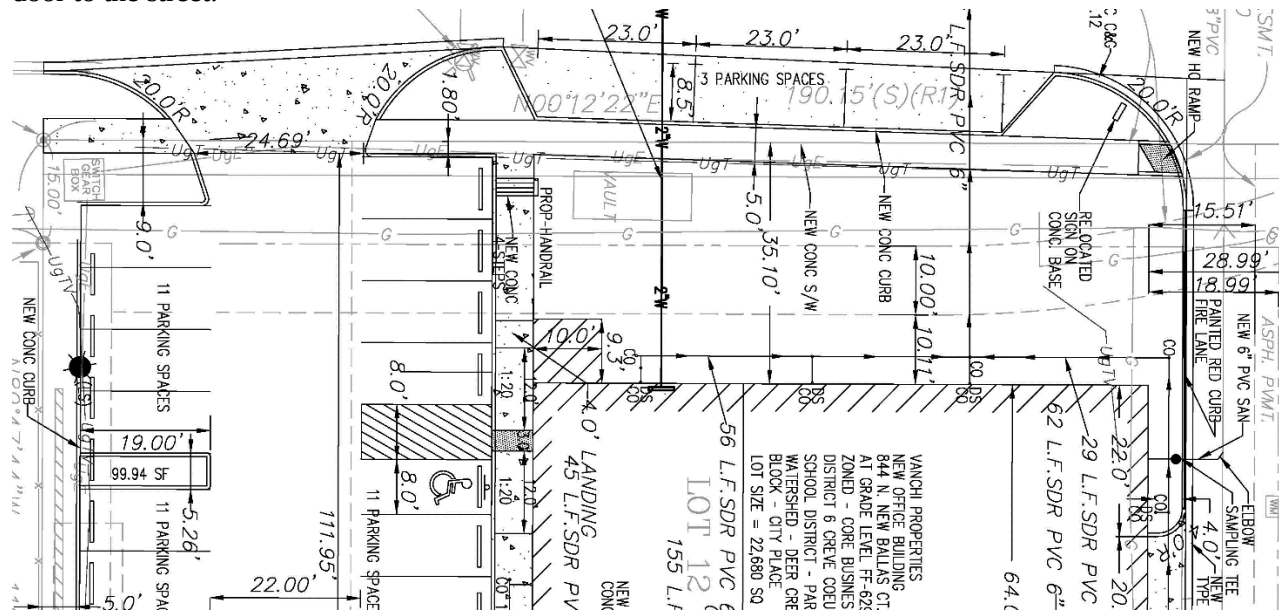


Figure 2: Detail of Proposed Site Plan with Easement, building is 35.10 feet from the west property line

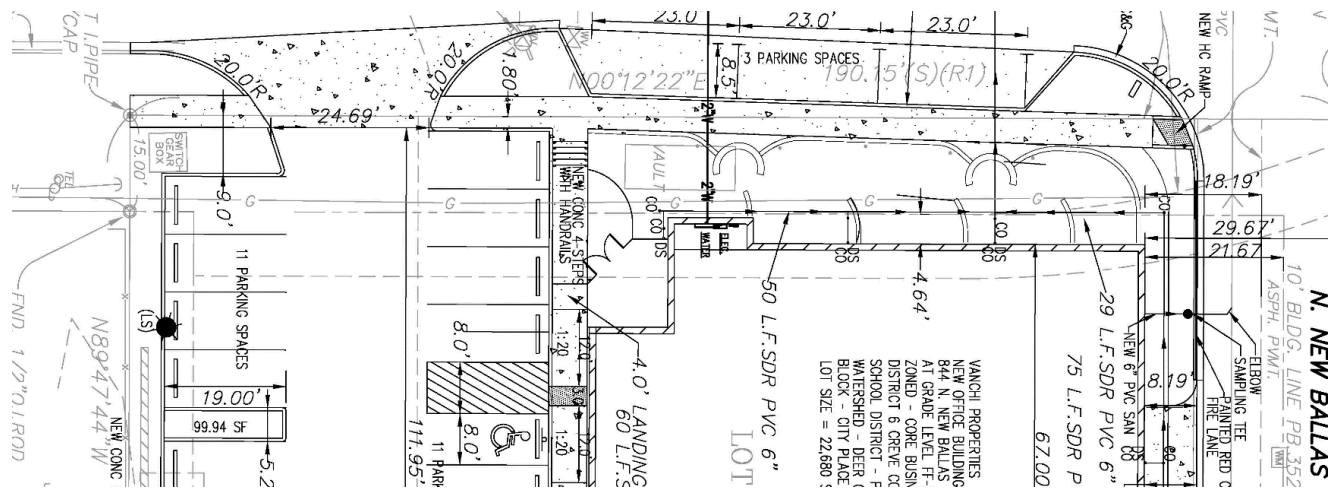


Figure 3: Proposed Site Plan with Easement Vacated.

STAFF REVIEW

A complete review of the project against the Comprehensive Plan, Design Guidelines and Zoning Code were discussed more fully in the prior Staff Report. Staff comments below are in response to the proposed changes:

1. The building entrance has been angled to provide better orientation to E. Rue de la Banque, providing a proper door-yard, and an architecturally integrated canopy has been included to provide a stronger visual delineation of the entrance.
2. The revised materials of the building consist of brick and split-face block, and architectural panels for the second and third floor in the effort to increase the quality of the building materials. Architectural details include providing a belt line along between the ground and first floor, and first and second floors, as well as providing corbels at the roof, for greater pedestrian and design interest. However, there seems to be a lack of a distinct design style, where the Design Guidelines recommend incorporating a clear and well-articulated design concept.
3. The grading plan does not match up with the landscape plan provided. These need to be clarified and a related condition of approval is recommended. Further two dimensions scales are shown on the plans, Staff is unable to verify the correct dimension, since the drawing scale does not match the graphic scale.
4. **Building Setback:** As discussed in the prior Staff Report, the CB Zoning District requires that 50% of the building be a maximum distance from E. Rue De La Banque of 15 feet. The one site plan maintains the previously reviewed setback of 35.10 feet from East Rue de la Banque Street due to the easement on the property. The second site plan shows the proposed location with the elevator tower at the 15-foot setback and the remainder of the building at approximately 19.5 feet from the property line should the Applicant receive approval to vacate the easement. It appears that a gas line is just on the inside of the 15-foot setback, therefore it is unlikely that the building can be built any closer to the road with this option, if the tower element is to remain. The Applicants have not indicated if they have had the utilities properly marked to determine the status of the easement at this time.
5. The Applicants have set the building from N. New Ballas Court 8.19 feet to provide for a sidewalk and landscaping next to the building to further comply with the Design Guidelines, although the neighbors request that it be setback 15 feet. Staff recommended a minimum 10-foot offset between the road and the entryway to allow for proper viewing of oncoming traffic. Further recessing the garage entry could provide some interest to this side of the building.

6. *Landscaping:* As discussed in the prior Staff Report, the Applicant's Landscape Plan meets with the minimum requirements regarding the number of street trees and screening of the parking lot. However, as discussed at the February 17th meeting, the addition of a low fence or wall would greatly improve the efficacy of the screen and should be considered by the Planning and Zoning Commission. Additional landscaping has been included within the parking lot, and terraced retaining walls next to the building. If the building is moved toward Rue de la Banque, it is unclear how the seating and the terraces work together, and seems unnecessary for both. A corrected grading plan, including tops and bottoms of all retaining walls will further clarify the design intent. A condition requiring revised drawings for the Zoning Administrators is recommended.
7. *Trash Enclosure:* The Applicant has adjusted the location of the free-standing trash enclosure to be more manageable and provided with additional landscaping around it. However, it should be noted that detached accessory structures must be located a minimum of 10 feet from the principle building. It does not appear that adequate room has been provided. Should the dumpster enclosure remain at this location, it will need to be attached to the main building to fit onto the site. Staff also recommended in the prior report that it should be relocated away from the road, in compliance with the Design Guidelines, to within the parking area or underneath the building in the underground parking. This would require the removal of one or two parking spaces and entering into a joint parking agreement with adjacent properties. The Applicant has indicated that they do not wish to pursue these options.
8. *Parking:* The Applicant has indicated that a total of 41 spaces are required and 41 spaces are provided. However, Section 405.800 of the Off-Street Parking and Loading Regulations requires that the location of parking or loading spaces shall be provided on the same parcel of land occupied by the use or building to which it is appurtenant, thus the three on-street parking spaces do not qualify to meet with the required parking. As stated above, Staff has suggested that joint parking easements or agreements need to be made, however, the Applicant has not pursued this option. Another alternative is to reduce the size of the building to 15,000 square feet, but that would require extending garage parking beyond the walls of the upper floors which adds costs to the building.
9. *Site Coverage Bonus:* The revised site plans maintain the proposed site coverage of 69.3%. As indicated in the prior Staff Report, coverage over 63% is acceptable only if the Planning Commission and City Council believe the proposed site contains special or outstanding landscape and site planning features. The Applicant has indicated that the proposed landscaping and third-floor patio plantings, along with the existing cross-access easement on North New Ballas Court along the northern part of their property should justify the bonus coverage over 63%. The site is small and the coverage attributed to the easement represents 13% of the total site. If the Planning and Zoning Commission members do not believe that the site coverage bonus has been justified, they should provide further direction on the expectation of "special or outstanding landscape and site planning features," beyond the minimum expectations of the Design Guidelines that would qualify for a total coverage of 69.3%. If the Commission members find that the Applicant has provided sufficient reasoning for the bonus coverage, they should make a recommendation to Council for the existing coverage.

ACTION AND MOTION

Based on the discussion above, the following items represent specific decision points for the Planning Commission:

- The possibility of the vacation of the existing easement on the site.
- The strength of the architectural design.
- Justification for the site coverage bonus.
- Clarification and consistency of the site grading plan, landscape plan, and correct dimensions of the plans.

If the Commission members find that the proposal adequately responds to the goals of the Comprehensive Plan and Design Guidelines and conforms with the Zoning Code regulations, then they should make a motion for a recommendation to City Council for the proposed plans as submitted. Staff recommend the following conditions be incorporated in any such motion.

1. The Applicant is required to submit a Building Permit application, as required by Article II of the Building Code. Exterior elevations shall be in substantial conformance with the "Exterior Elevations" dated March 10, 2015 and "Parking Lot light fixtures" and "Photometric Plan" submitted on December 24, 2014 as bound together and submitted in conjunction with Application #15-001 by Jack Whaley, Architect.
2. The Applicant is required to submit a Site Improvement Permit application, showing all exterior improvements, as required by Section 420.070 of the Land Disturbance Code. The permit application shall be in substantial conformance with the revised Landscape Plan and Grading Plans to be approved by the Zoning Administrator.
3. All drawings shall be corrected to a generally accepted drawing scale.
4. The Applicant shall amend the landscape plan to meet with the requirements of Section 405.540 Landscaping and 405.810(5) Screening and Landscaping of Article VII, Off-Street Parking and Loading Regulations, to provide an effective headlight screen in the form of a low fence or wall along the east line of the surface parking lot.
5. The Applicant shall revise the grading plan to reflect the proposed retaining walls shown in the landscape plan for the Zoning Administrator's approval. The top and bottom elevations of all walls shall be included.
6. The Applicant shall submit, for the City Attorney's approval, a parking agreement with adjoining neighbors for any parking necessary to meet with Section 405.800 Off-Street Parking and Loading Regulations.
7. The Applicant shall submit evidence from the appropriate utility authorities documenting that the easternmost 10-foot utility easement along E. Rue de la Banque cannot be vacated. Based upon sufficient evidence, the Zoning Administrator shall be authorized to approve the site plan with the building at the 35.10-foot setback from E. Rue de la Banque in substantial conformance with the "Grading Plan" and "Civil Site/Striping Plan" submitted on March 10, 2015 as bound together and submitted in conjunction with Application #15-001 by Jack Whaley, Architect.
8. Trash enclosure shall be of materials consistent with the main building.

If the Commission proceeds with a motion, a draft resolution will be prepared based on the Commission members' decision. The following is an example of an appropriate motion for this application, if the Commission wishes to make a recommendation to the City Council at the March 16th meeting:

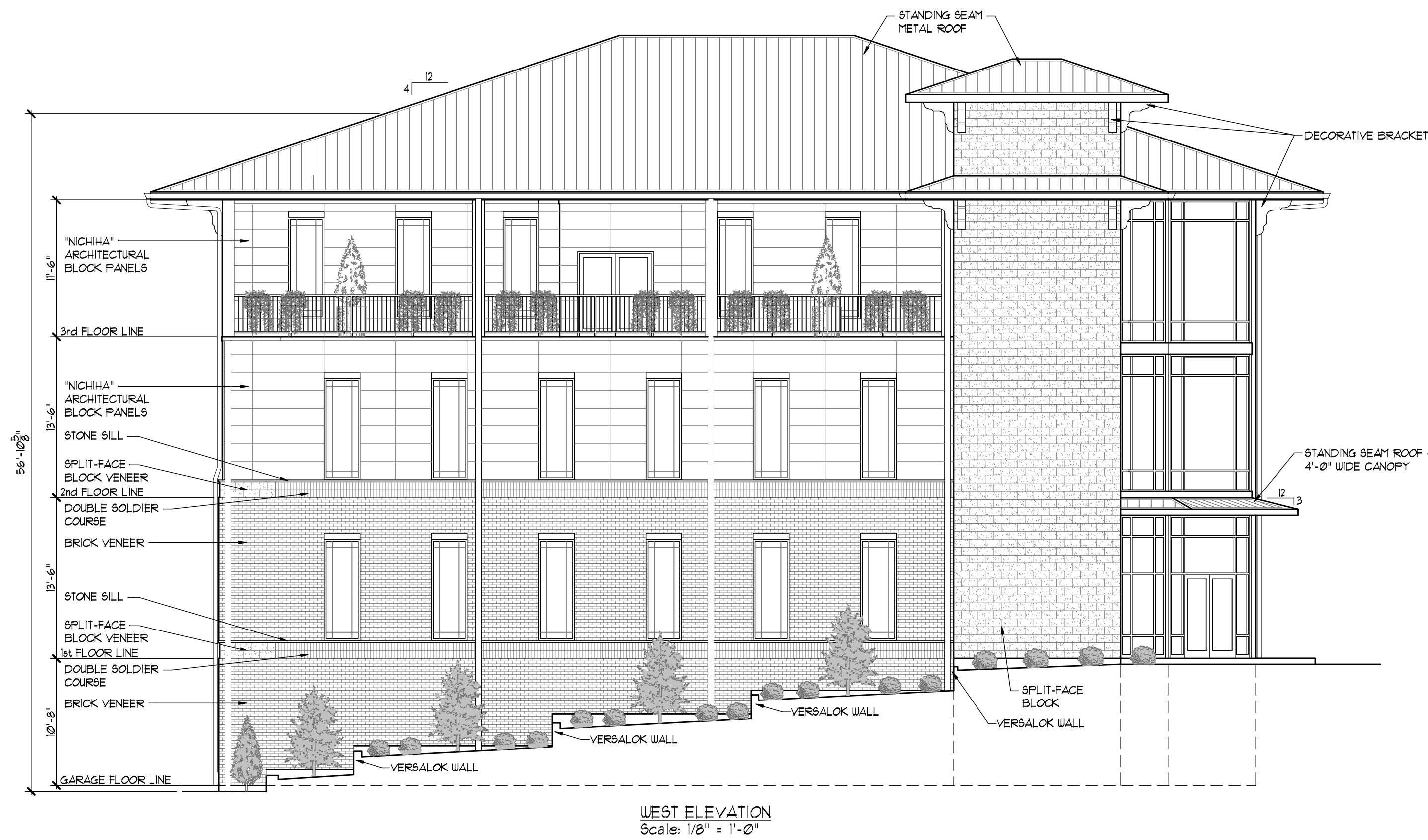
"I move to recommend approval of the site development plans and landscape plans as bound together with Application #15-001, as presented for the meeting of March 16, 2015, subject to the conditions in the Staff Report dated March 13, 2015" (if so desired; conditions may be added by separate motion).

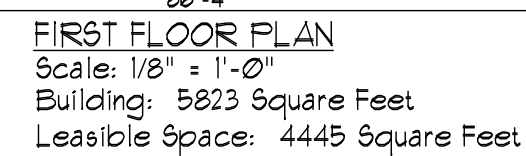
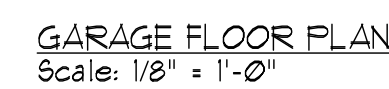
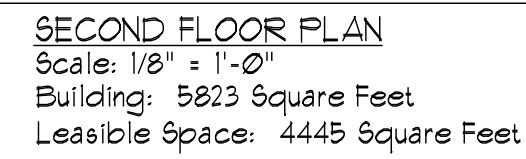
APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

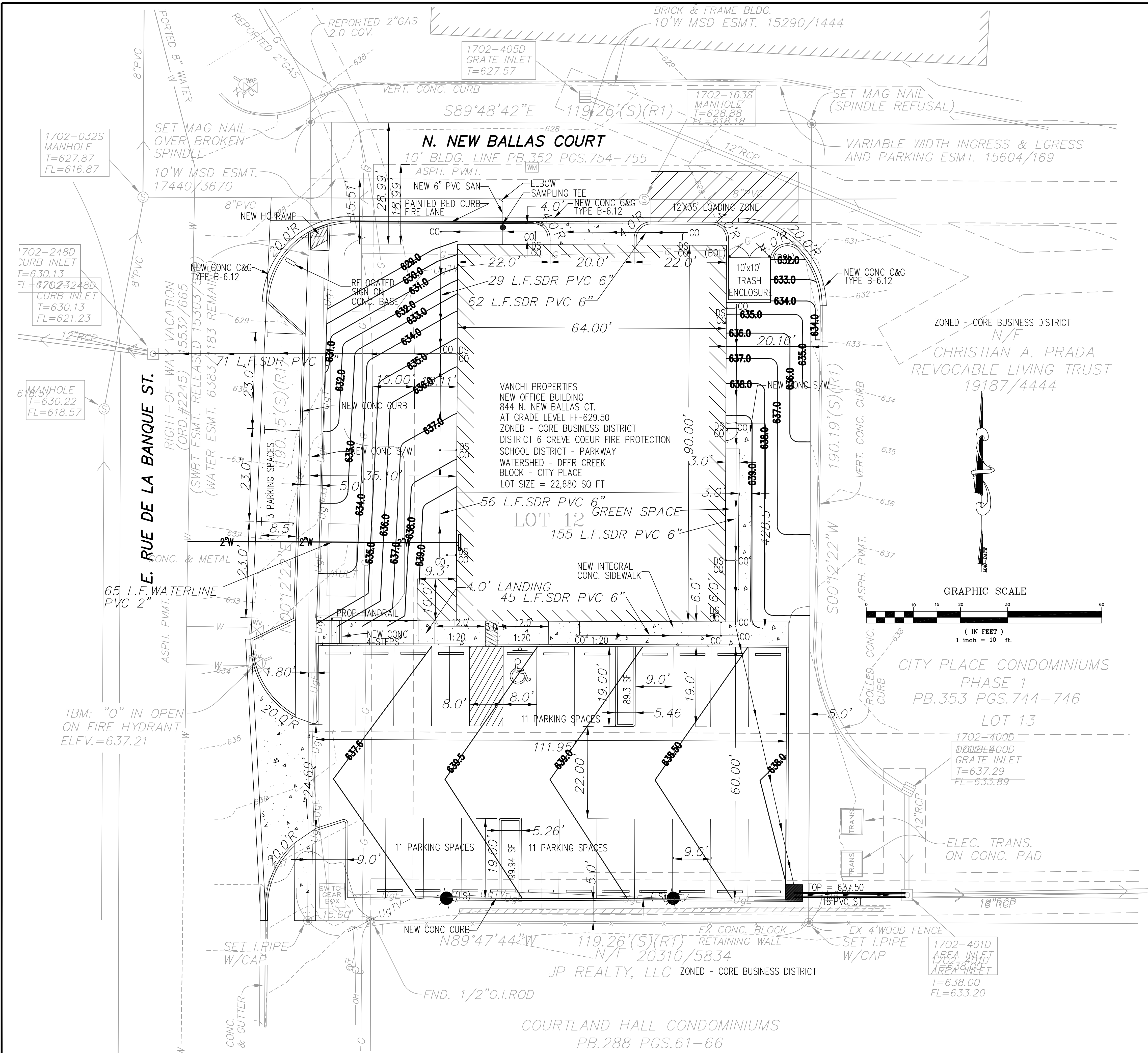
APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.





NEW OFFICE BUILDING:
YANCHI PROPERITES
844 NEW BALLAS COURT
CREVE COEUR, MISSOURI
MARCH 10, 2015



SEAL

REVISIONS

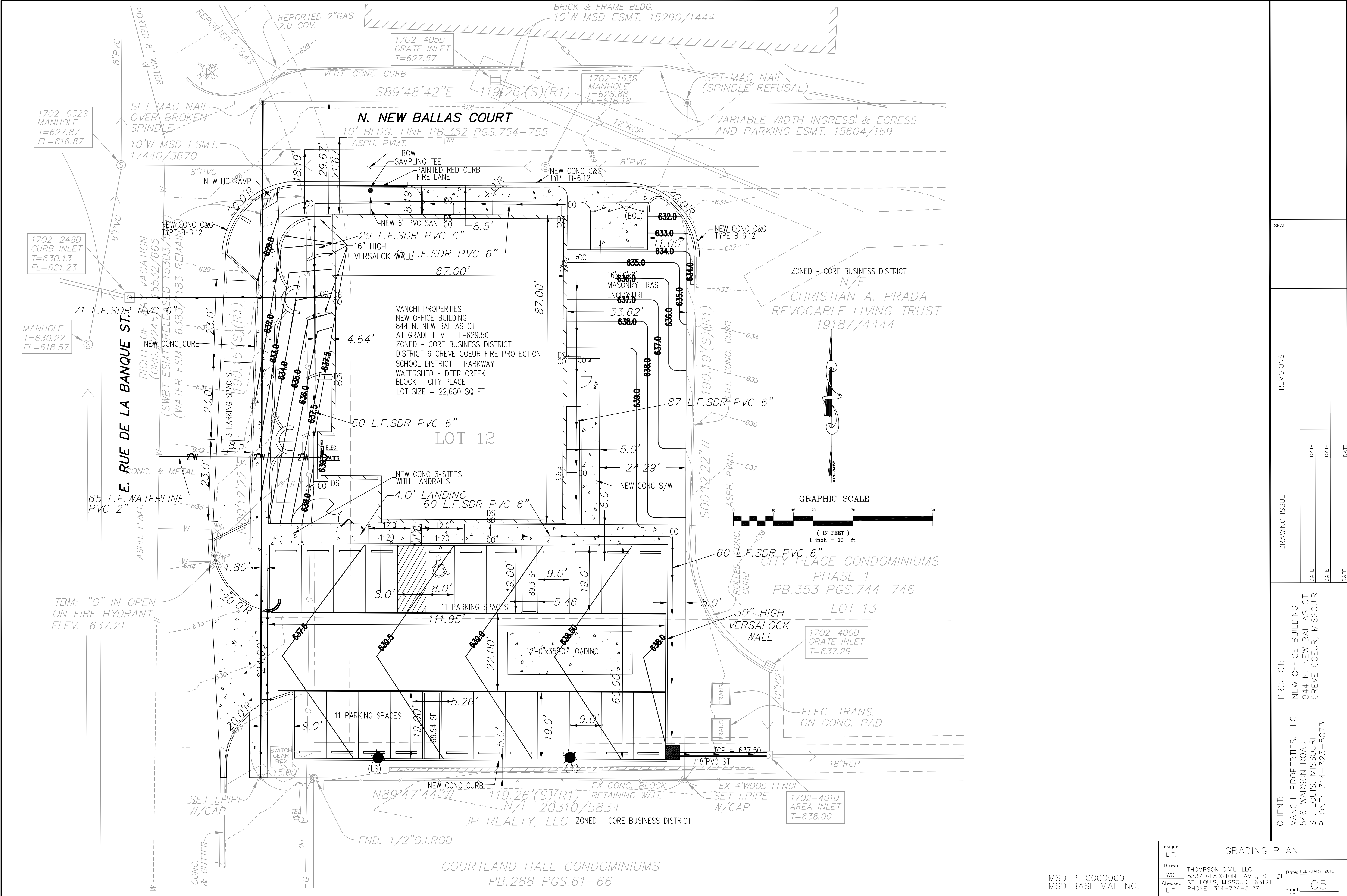
DRAWING ISSUE

PROJECT:
NEW OFFICE BUILDING
844 N. NEW BALLAS CT.
CREVE COEUR, MISSOURI

CLIENT:
VANCHI PROPERTIES, LLC
546 WARSON ROAD
ST. LOUIS, MISSOURI
PHONE: 314-323-5073

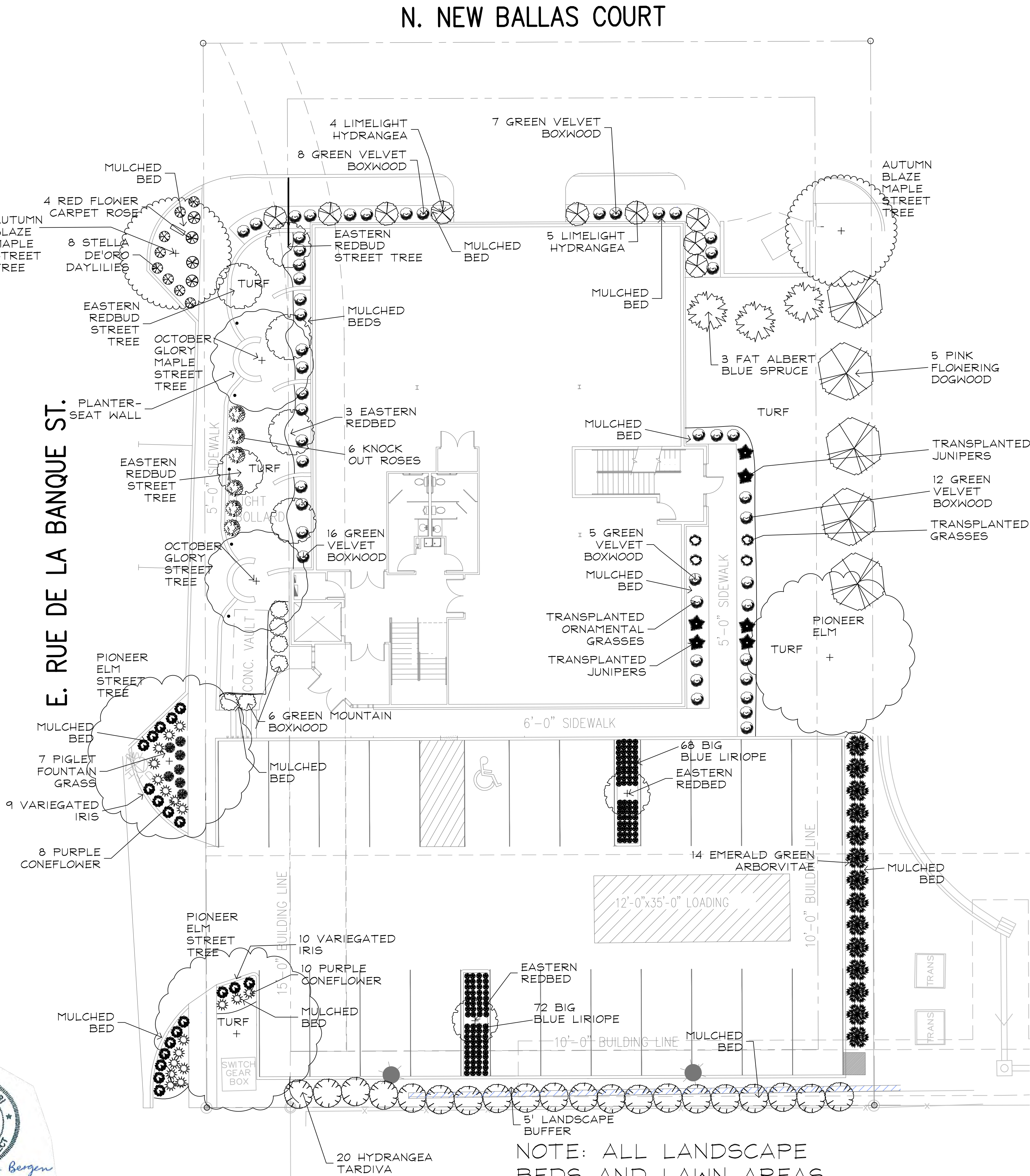
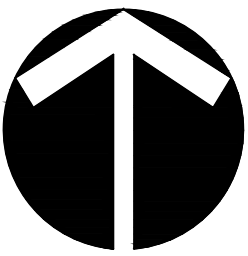
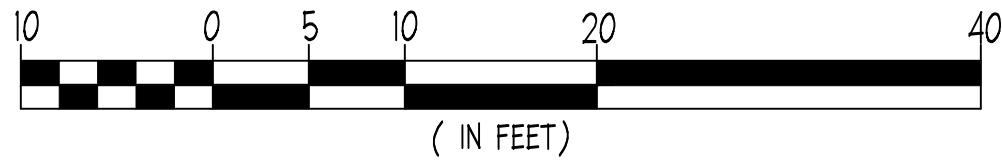
Designed: L.T.	GRADING PLAN	
Drawn: WC	THOMPSON CIVIL, LLC 5337 GLADSTONE AVE., STE #1 ST. LOUIS, MISSOURI, 63121 PHONE: 314-724-3127	Date: FEBRUARY 2015
Checked: L.T.		Sheet: C5

MSD P-0000000
MSD BASE MAP NO.



PLANT SCHEDULE				
SHADE TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	Notes
	2	AUTUMN BLAZE MAPLE/ACER X FREEMANII 'JCTORSRED'	3" CAL	STREET TREES
	4	PURSH R H M/LIMB 'PREDONH'	6" CAL	2 AMP STRIP L 110X5X
	2	OCTOBER GLORY MAPLE/ACER RUBRAUM 'OCTOBER GLORY'	3" CAL	STREET TREES
EVERGREEN TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	3	COLORADO BLUE SPRUCE/PIET A PUNGU NO 'SAY ALBI RI'	6' 7"	
	14	5000 RAIL GARDEN ARBORVITAE / 5000 RAIL GARDEN ARBORVITAE '5000 RAIL GARDEN'	6' 7"	
FLOWERING TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	8	EASTERN REDBUD / CERIS CANADENSIS	3" CAL	3 AMP STRIP L 110X5X, 2 AMP PARKING LOT TREES
	5	PINK FLOWERING DOGWOOD / CORNUS FLORIDA RUBRA	6' 7"	
SHRUBS	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	6	BOXWOOD/PAULOWNIA 'CORPUS MOUNTEIN'	24" - 30"	
	20	10000 RAIL GARDEN ARBORVITAE / 10000 RAIL GARDEN ARBORVITAE '10000 RAIL GARDEN'	5' 6"	
	48	BOXWOOD/PAULOWNIA 'GREEN VELVET'	18" - 24"	
	9	LIMELIGHT HYDRANGEA	5' 6"	
PERENNIALS/ORNAMENTAL GRASSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	18	PURSH R H M/LIMB 'PREDONH'	1 GAL	
	8	STELLA DE'ORO DAYLILIES	1 GAL	
	10	VARIATED IRIS / IRIS PALLIDA 'VARIATED'	1 GAL	
	7	PIGLET DWARF FOUNTAIN GRASS / PENNISTUM 'PIGLET'	1 GAL	
	140	Big Blue Liriope	1 Qt.	
ROSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	4	HILDA R CAMP 1 BEIN 18X12 RITA X 'NEBARK'	2 GAL	
	6	KNOCK OUT ROSE / RITA 'KNOCK OUT'	4 GAL	

*NOTE: STREET TREES & PARKING LOT TREES - PROVIDE MIN 6' CLEAR BRANCHING HEIGHT.



NOTE: ALL LANDSCAPE BEDS AND LAWN AREAS TO BE IRRIGATED

Horstmann
Brothers
LLC
Landscape Contractors

Landscape Plan
1" = 10'-0" 3-10-2015

This Landscape Plan is the exclusive property of Horstmann Brothers, LLC Landscape Services.

Any reproduction of this plan without expressed written permission from Horstmann Brothers, LLC Landscape Services is strictly prohibited.

NEW OFFICE BUILDING
844 NEW BALLAS CT.
CREVE COEUR, MO
63141

LANDSCAPE GUIDELINE SPECS:

GENERAL:

- 1.) All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against injury to public. The landscape contractor shall be responsible for any coordination with other site related work being performed by other contractors. Refer to architectural drawings for further coordination of work to be done.
- 2.) Underground facilities, structures and utilities must be considered approximate only. There may be others not presently known or shown. It shall be the landscape contractor's responsibility to determine or verify the existence of and exact location of the above (Call 1-800-DIG-RITE).
- 3.) Plant material are to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth minimum and graded smooth immediately before planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
- 5.) It shall be the landscape contractor's responsibility to:
 - A.) Verify all existing and proposed features shown on the drawings prior to commencement of work.
 - B.) Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
 - C.) Stake the locations of all proposed plant material and obtain the approval of the owner's representative or landscape architect prior to installation.
- 6.) Items shown on this drawing take precedence over the material list. It shall be the landscape contractor's responsibility to verify all quantities and conditions prior to implementation of this plan. No substitutions of types or size of plant materials will be accepted without written approval from the landscape architect.
- 7.) Provide single-stem trees unless otherwise noted in plant schedule.
- 8.) All plant material shall comply with the recommendations and requirements of ANSI Z60.1 "American Standards for Nursery Stock".
- 9.) It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect prior to acceptance. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
- 10.) All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be a unit price contract.
- 11.) All plant material to be transplanted shall be transplanted according to guidelines set by AAN standards. Transplanted material will not be guaranteed by the landscape contractor.

INSURANCE:

- 1.) The landscape contractor shall submit certificates of insurance for workman's compensation and general liability.

MULCH:

- 1.) All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
- 2.) No plastic sheeting or filter fabric shall be placed beneath shredded bark mulch beds. Myrafil fabric shall be used beneath all gravel mulch beds.
- 3.) Edge all beds with spade-cut edge unless otherwise noted.

MAINTENANCE:

- 1.) Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
- 2.) Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.

TOPSOIL:

- 1.) Topsoil mix for all proposed landscape plantings shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss as per planting details. Roto-till topsoil mix to a depth of 6" minimum and grade smooth.
- 2.) Provide a soil analysis, as requested, made by an independent soil-testing agency outlining the % of organic matter, inorganic matter, deleterious material, pH and mineral content.
- 3.) Any foreign topsoil used shall be free of roots, stumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material.
- 4.) Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of shredded bark mulch.

MISC. MATERIAL:

- 1.) Provide stakes and deadmen of sound, new hardwood, free of knotholes and defects.
- 2.) Tree wrap tape shall be 4" minimum, designed to prevent borer damage and winter freezing. Additionally, only 3-ply tying material shall be used.

TURF:

- 1.) All disturbed lawn areas to be seeded with a mixture of Turf-Type fescue (300# per acre) and bluegrass (18# per acre). Lawn areas shall be unconditionally warranted for a period of 90 days from date of final acceptance. Bare areas more than one square foot per any 50 square feet shall be replaced.
- 2.) Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted.
- 3.) Any points carrying concentrated water loads and all slopes of 15% or greater shall be sodded.
- 4.) All sod shall be placed a maximum of 24 hours after harvesting.
- 5.) Recondition existing lawn areas damaged by Contractor's operations including equipment/material storage and movement of vehicles.

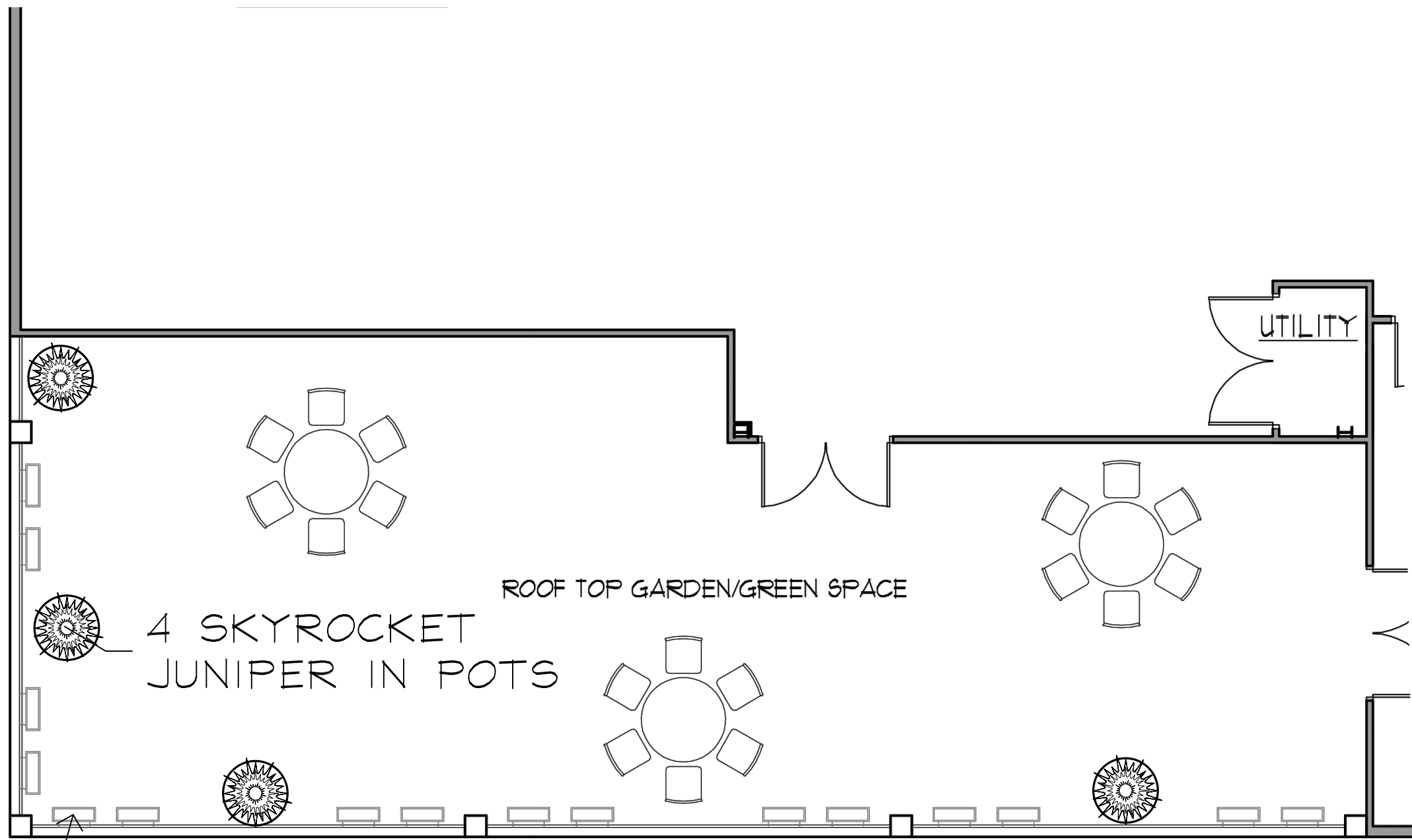
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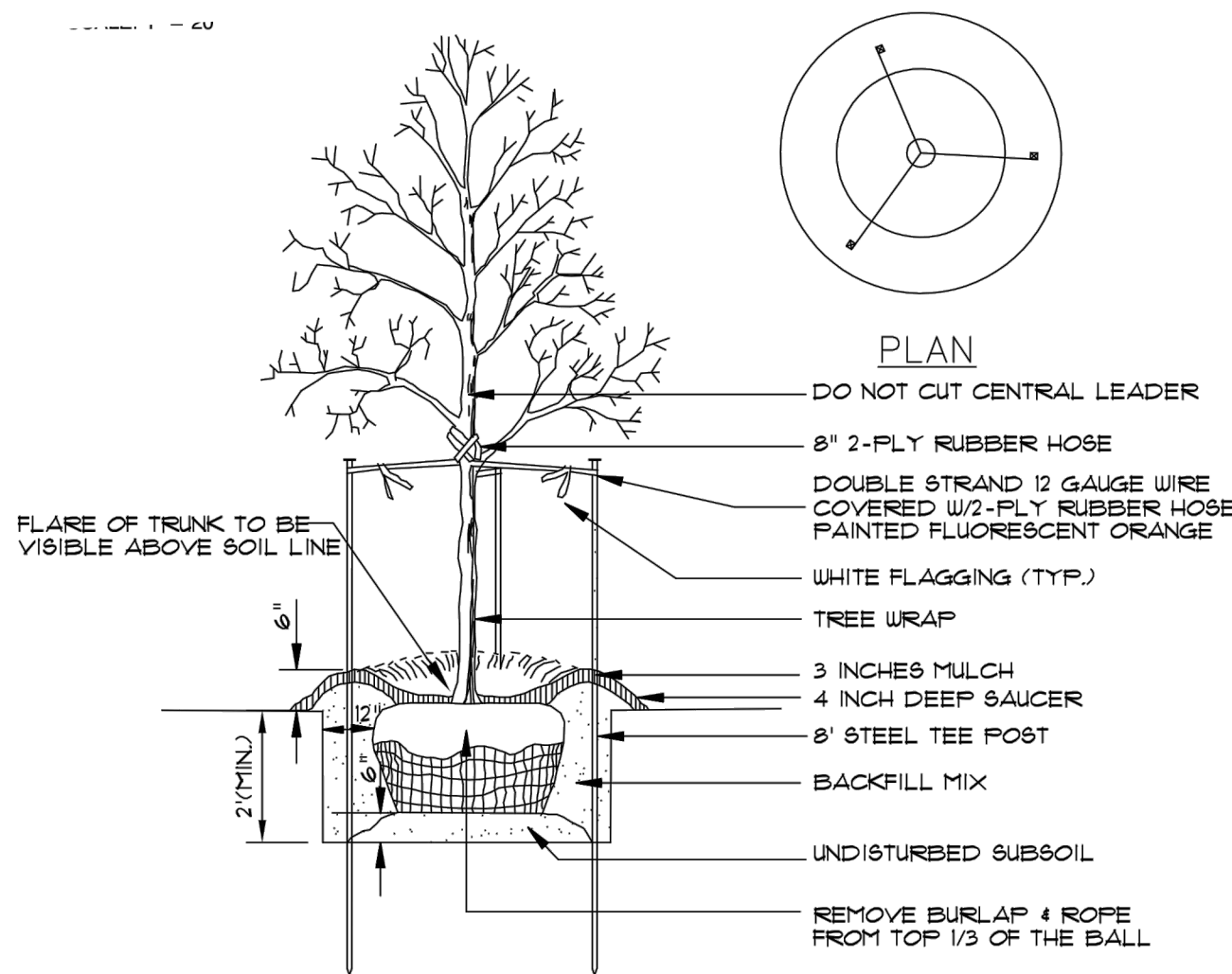
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105 L.F. frontage along E Rue De La Banque therefore 4 trees required and 7 provided
115 L.F. frontage along New Ballas Ct, therefore 4 trees required and 2 provided
City of Creve Coeur requested owner to add sidewalk on North side of building & so limited planting space is remaining along Ballas Ct. Total Qty of street trees between E. Rue De La Banque and New Ballas Ct exceeds requirement
Continuous opaque screen between parking lot and adjoining residential facility:
Requirement Met

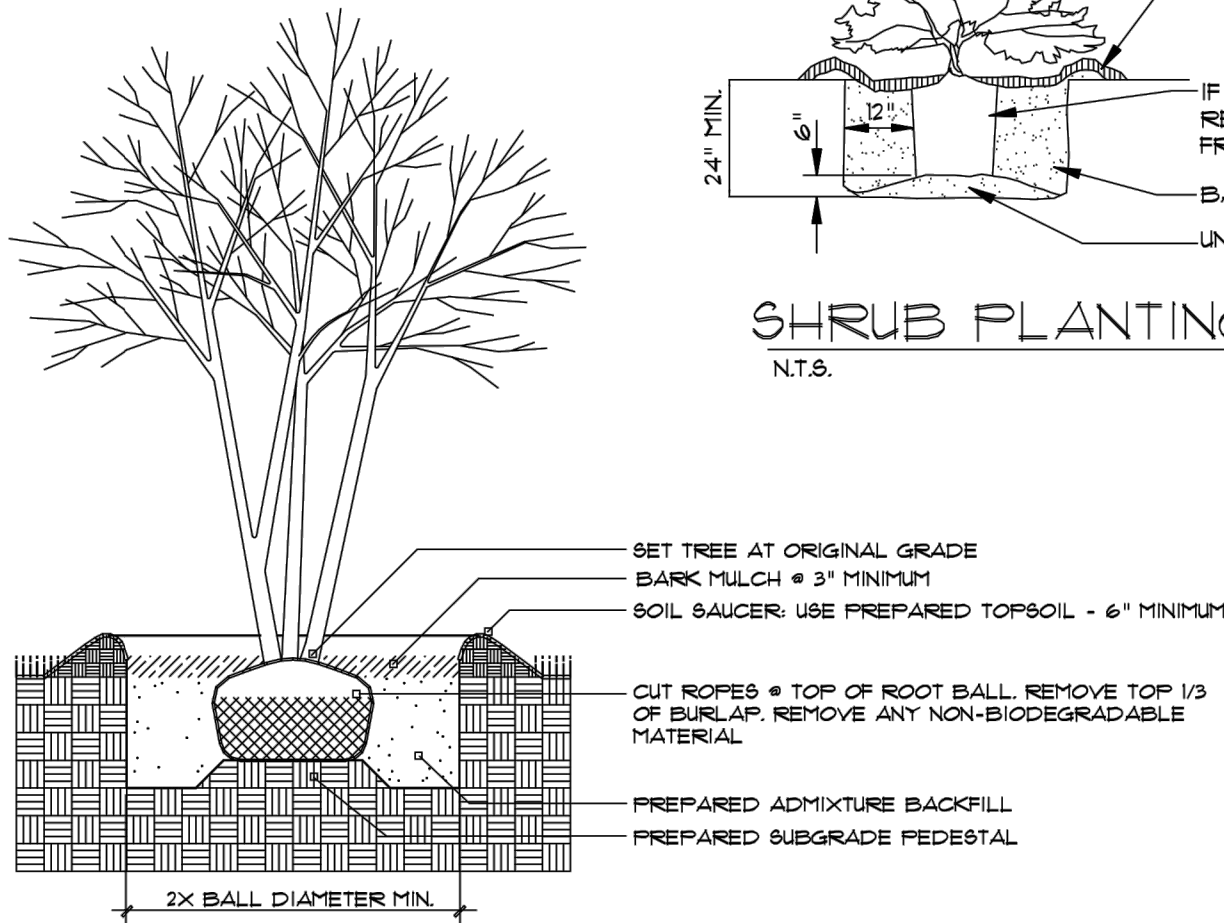
Minimum of 10 SF interior parking lot landscaping for every 350 SF of paved area.
6623 SF Paved Area. 189 SF Required. 110 SF Provided
(2) deciduous shade trees within and up to every 100 LF of parking for each parking row
100 L.F. parking row therefore 2 deciduous trees required and 2 provided within the lot, and 2 street trees at the entrance to the lot, and 1 tree in the lawn next to the lot
5' Min landscape buffer between parking lot and property line of abutting property. Requirement met
In-ground automatic irrigation system is required and will be provided as a condition of development (by others)



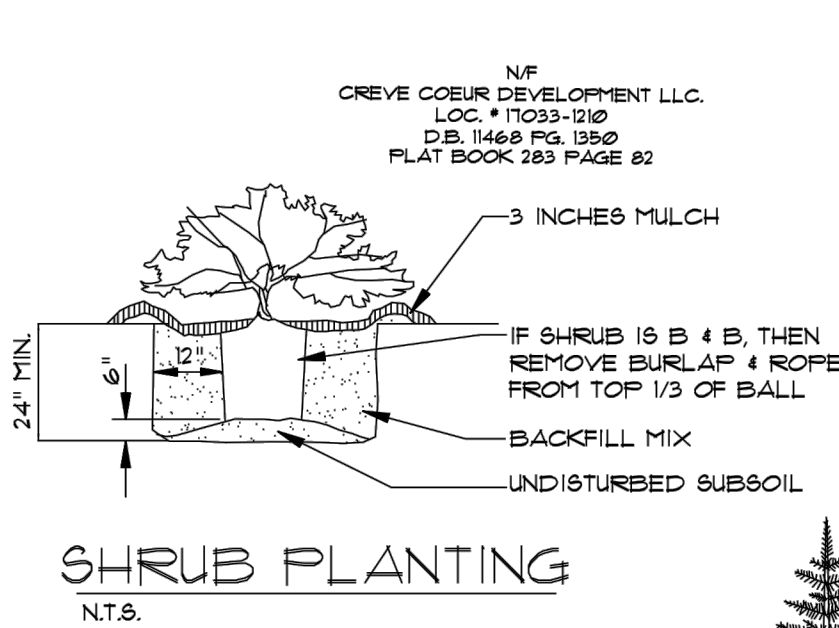
PLANTER BOXES
FILLED WITH TRAILING
VINES - MIX OF
FLOWERING & GREEN.
ANNUALS AND/ OR PERENNIALS
EG: SWEET AUTUMN CLEMATIS,
SWEET POTATO VINE,
TRAILING PETUNIAS, IVY



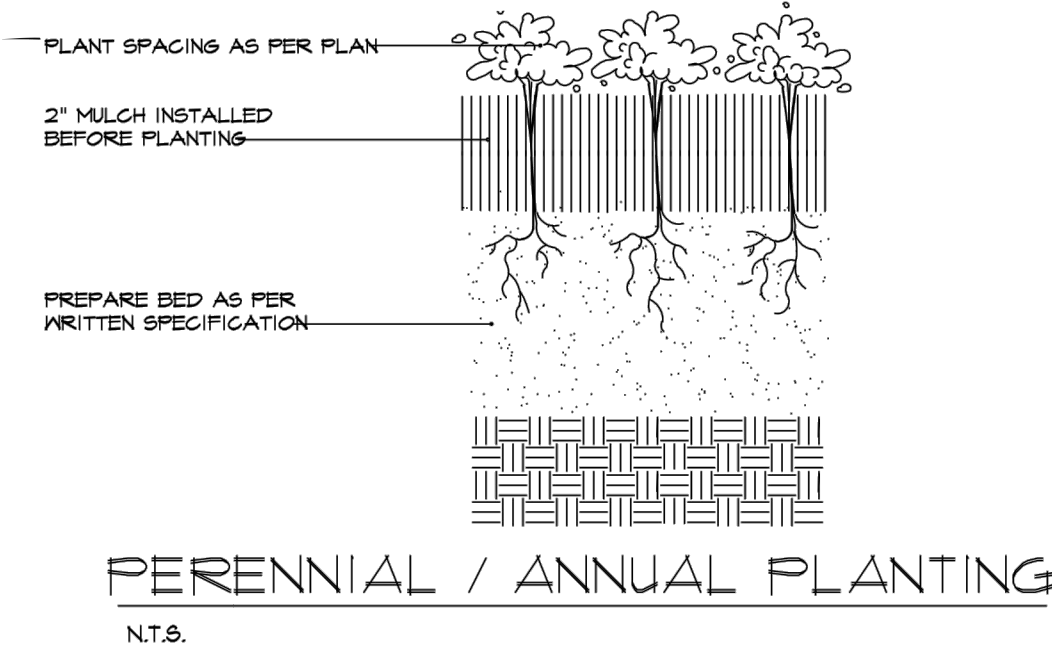
NOTE: USE SHREDDED BARK MULCH ONLY
DECIDUOUS TREE PLANTING



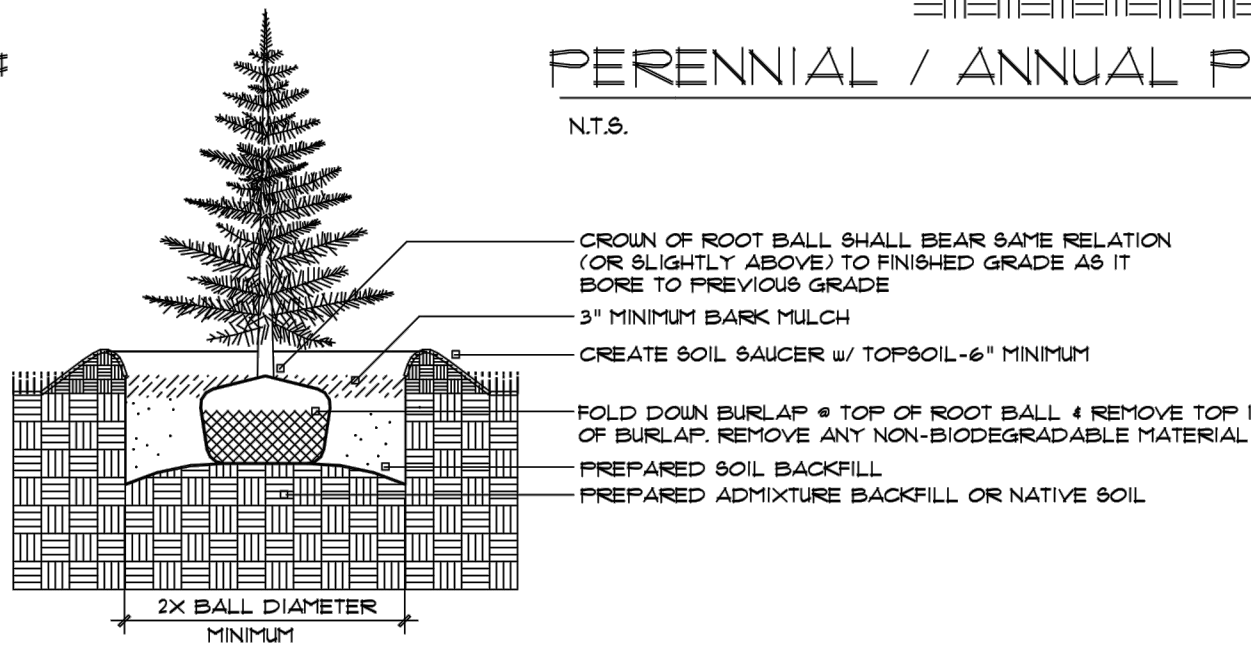
MULTI-STEM TREE PLANTING
N.T.S.



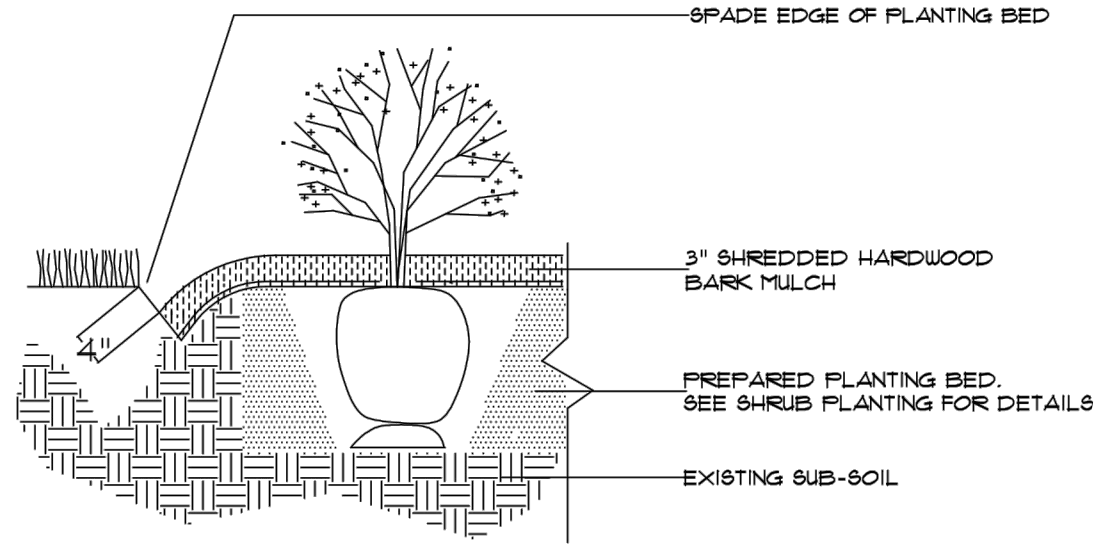
SHRUB PLANTING
N.T.S.



PERENNIAL / ANNUAL PLANTING
N.T.S.



EVERGREEN TREE PLANTING
N.T.S.



SPADE-CUT EDGE DETAIL
N.T.S.

SEAL

REVISIONS

DRAWING ISSUE

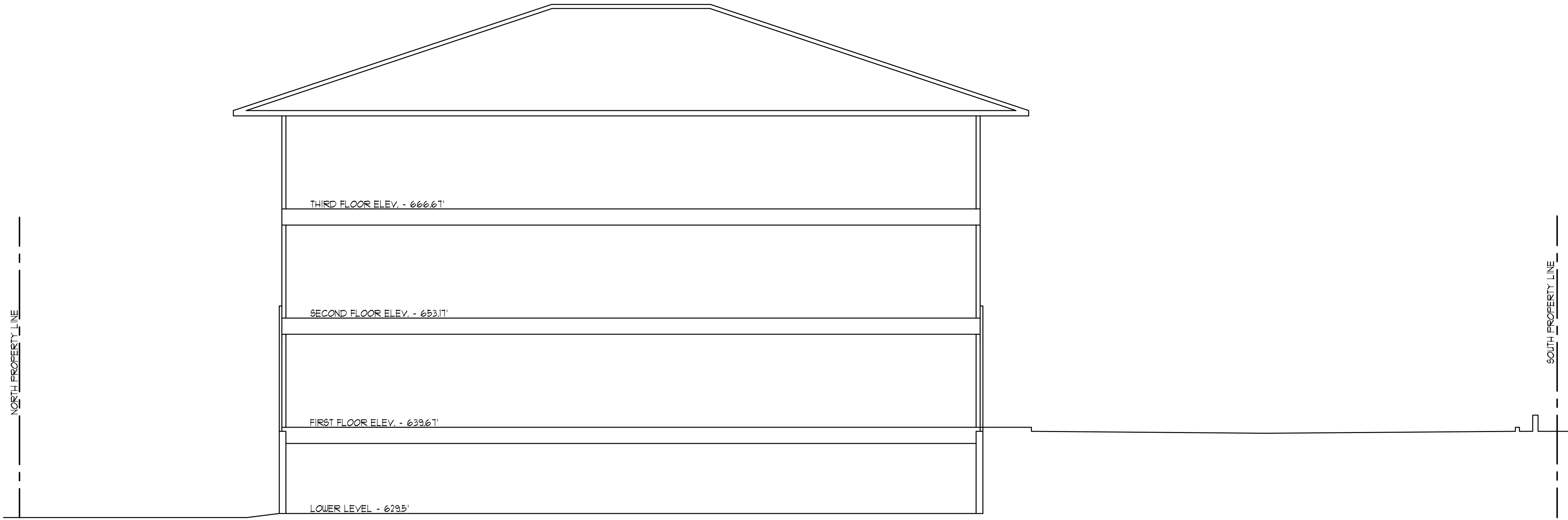
PROJECT:

New Office Building
844 N. New Ballas Ct.
Creve Coeur, Missouri

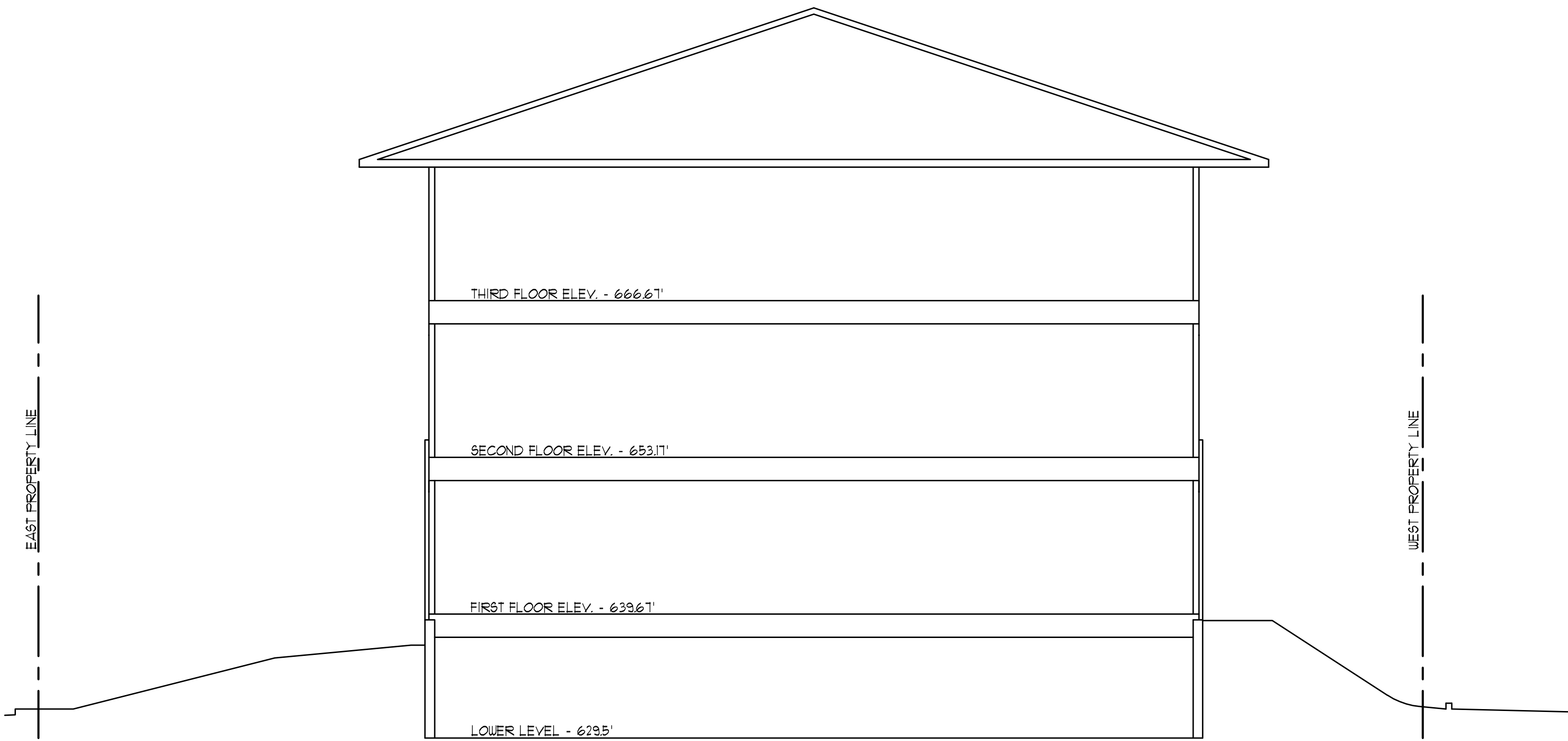
CLIENT:

Vanchi Properties, LLC
3880 MLK DR.
St. Louis, MO. 63113
Phone: 314-389-7820
Fax: 314-388-7889

Designed	LANDSCAPE NOTES/DETAILS	
Drawn		
Checked		
		Date: 3-8-2015
		Sheet: 16

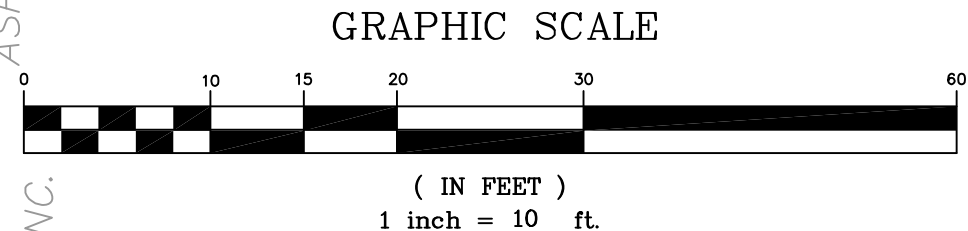
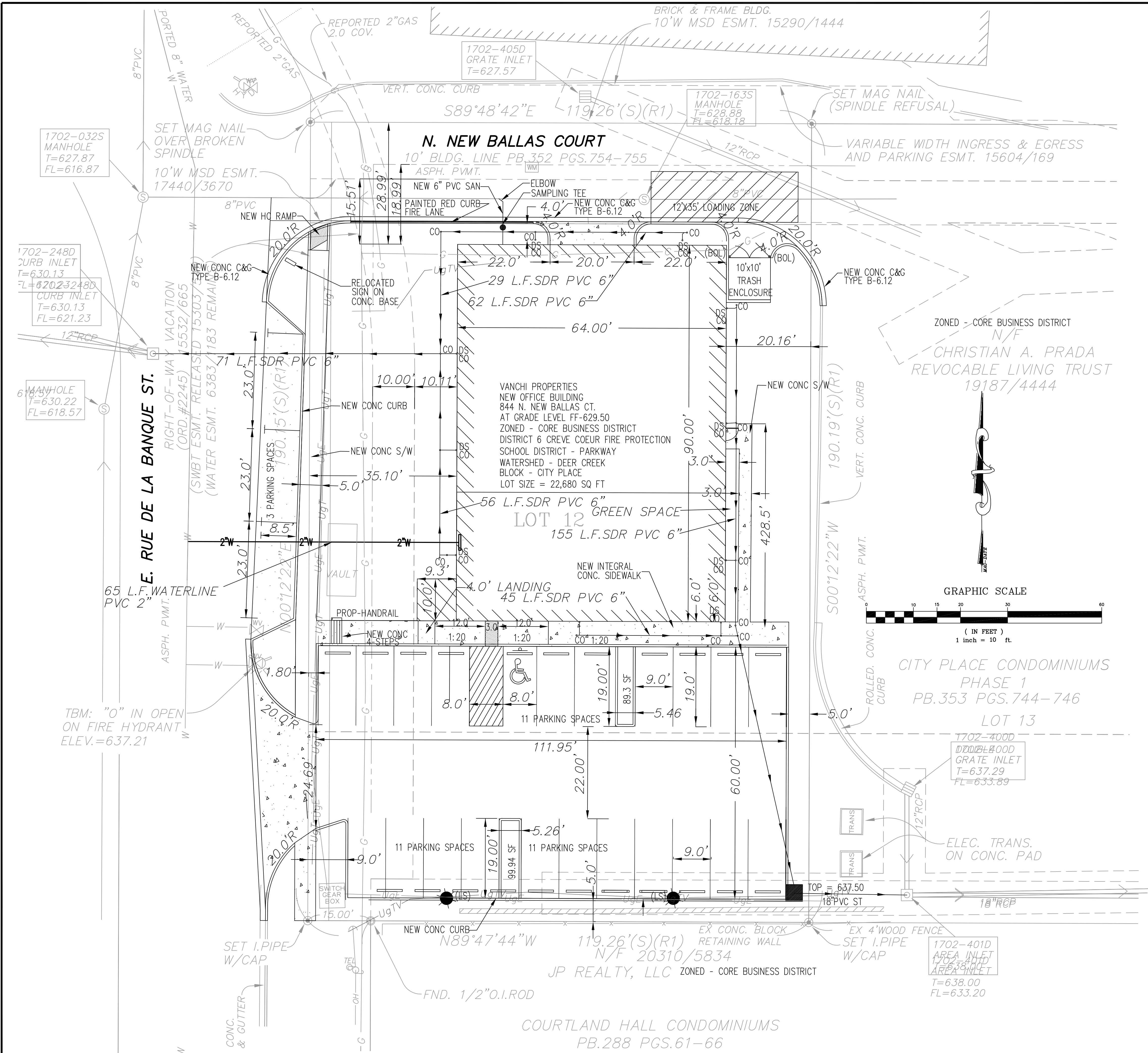


NORTH - SOUTH SECTION



EAST - WEST SECTION

NEW OFFICE BUILDING:
VANCHI PROPERTIES
844 NEW BALLAS COURT
CREVE COEUR, MISSOURI
MARCH 10, 2015



PARKING CALCULATIONS
3.3 SPACES PER 1000 SQ FT OF LEASEABLE SPACE
12,409 X 3.3 = 40.95
41 SPACES REQUIRED

41 SPACES PROVIDED: 16 LOWER LEVEL GARAGE
3 PARALLEL SPACE ON EL DE LA BLANQUE
22 SPACES IN SOUTH PARKING AREA

BUILDING:
1ST FLOOR = 5918 SQ FT
2ND FLOOR = 5918 SQ FT
3RD FLOOR = 4361 SQ FT
TOTAL = 16467 SQ FT

LOT COVERAGE:
BUILDING = 5918 SQ FT
NEW PAVING = 6930 SQ FT
EASEMENT = 2862 SQ FT
TOTAL = 15710 SQ FT
LOT SIZE = 22680 SQ FT
% USAGE = (15710/22680)*100 = 69.3%

FLOOR TO AREA RATIO: 12,409/SQ FT LEASEABLE AREA/22680 LOT SIZE =0.55

NOTE:
REMOVE EXISTING UTILITY POLE, GUY WIRE AND OVERHEAD WIRING.
ALL UTILITIES WILL BE UNDERGROUND.

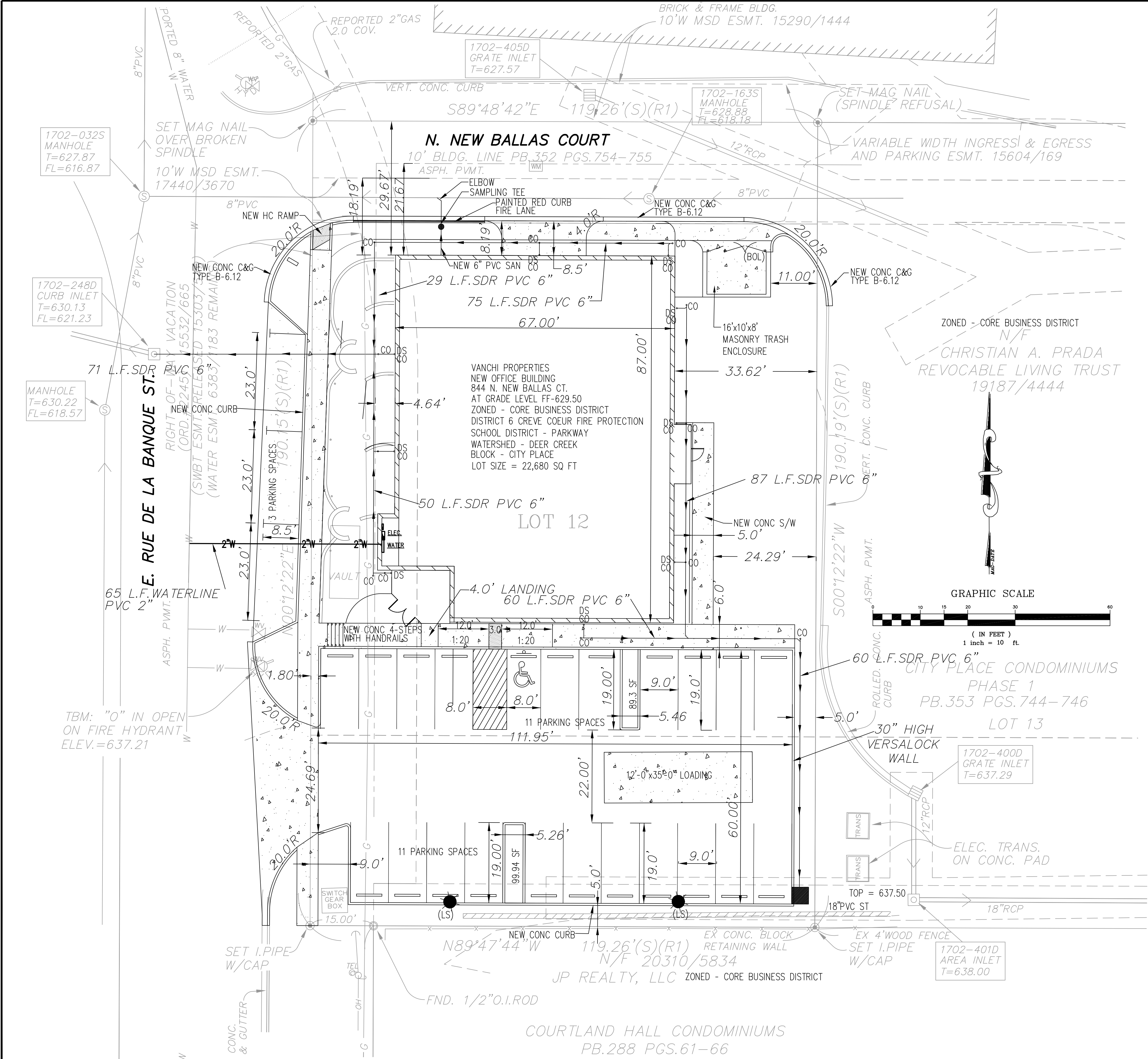
SYMBOL LEGEND PROPOSED

	CONC.		ASPH.
	BOLLARD		
	LIGHT FIXTURE		

Designed: L.T.	CIVIL SITE/STRIPING PLAN	
Drawn: WC	THOMPSON CIVIL, LLC 5337 GLADSTONE AVE., STE #1 ST. LOUIS, MISSOURI, 63121	Date: FEBRUARY 2015
Checked: L.T.	PHONE: 314-724-3127	Sheet: No. C4

MSD P-0000000
MSD BASE MAP NO.

CLIENT: VANCHI PROPERTIES, LLC 546 WARSON ROAD ST. LOUIS, MISSOURI PHONE: 314-323-5073		PROJECT: NEW OFFICE BUILDING 844 N. NEW BALLAS CT. CREVE COEUR, MISSOURI		DRAWING ISSUE		REVISIONS		SEAL	
				DATE		DATE			
				DATE		DATE			
				DATE		DATE			



PARKING CALCULATIONS
3.3 SPACES PER 1000 SQ FT OF LEASEABLE SPACE
12,409 X 3.3 = 40.95
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22 SPACES IN SOUTH PARKING AREA

BUILDING: 1ST FLOOR = 5918 SQ FT 2ND FLOOR = 5918 SQ FT 3RD FLOOR = 4361 SQ FT TOTAL = 16467 SQ FT	LOT COVERAGE: BUILDING = 5918 SQ FT NEW PAVING = 6623 SQ FT EASEMENT = 3160 SQ FT TOTAL = 15683 SQ FT LOT SIZE = 22680 SQ FT % USAGE = (15683/22680)*100 = 69.1%
---	---

FLOOR TO AREA RATIO: 12,523/SQ FT LEASEABLE AREA/22680 LOT SIZE =0.55

NOTE:
REMOVE EXISTING UTILITY POLE, GUY WIRE AND OVERHEAD WIRING.
ALL UTILITIES WILL BE UNDERGROUND.

SYMBOL LEGEND PROPOSED

	CONC.		ASPH.
	BOLLARD		
	LIGHT FIXTURE		

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MSD P-0000000
MSD BASE MAP NO.

DRAWING ISSUE		REVISIONS		
DATE	DATE	DATE	DATE	DATE

PROJECT:
NEW OFFICE BUILDING
844 N. NEW BALLAS CT.
CREVE COEUR, MISSOURI

CLIENT:
VANCHI PROPERTIES, LLC
546 WARSON ROAD
ST. LOUIS, MISSOURI
PHONE: 314-323-5073

SEAL



city of CREVE COEUR

6.1.h

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

APPLICATION TO PLANNING AND ZONING COMMISSION #15-001 FOR SITE DEVELOPMENT PLAN OF AN OFFICE BUILDING AT 844 N. NEW BALLAS COURT

FOR THE MEETING OF: Tuesday, February 17, 2015

LOCATION: 844 New Ballas Court

REQUEST: An application has been submitted for a new 16,467 sq. ft., three-story office building at the southeast corner of East Rue De La Banque and North New Ballas Court. The Applicants are seeking a site coverage bonus for the proposed 69.3% site coverage by providing seating and landscaping.

ADDITIONAL INFORMATION: The subject property is Lot 12 within the CityPlace development and was originally to be phase two of the City Place Condominiums. Section 405.370(G)(1)(a) states that any development and/or redevelopment plans for properties within the area bounded by the City limit on the north, Olive Boulevard on the south, Craig Road on the east, and I-270 on the west, requires Planning and Zoning Commission and City Council review and approval.

Key Issues:

- Does the request further the goals and/or implement the Comprehensive Plan?
- Does the request follow the Design Guidelines?

Comprehensive Plan References

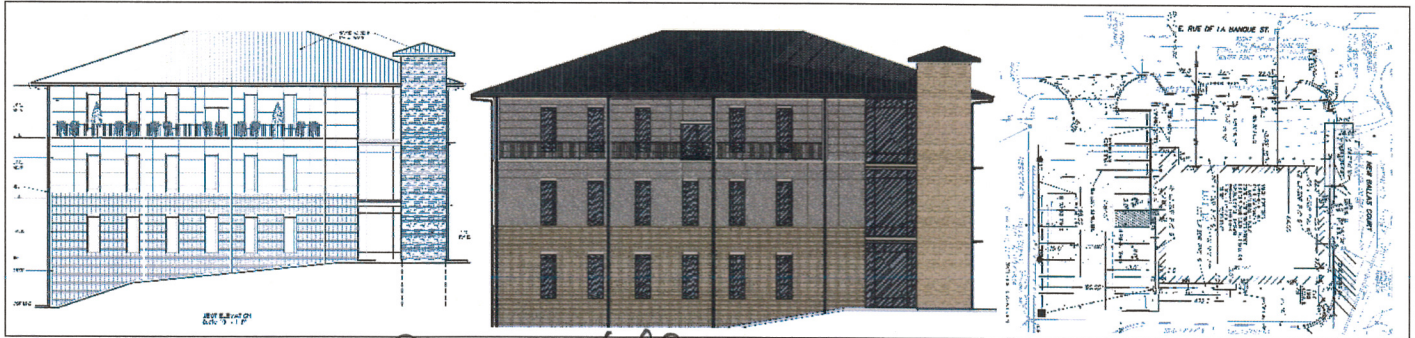
- Central Business District Action Area
- Design Guidelines

Zoning Code References

- Section 405.370: "CB" Core Business District
- Section 405.540: Landscaping
- Section 405.680: Lighting
- Article VII Off-Street Parking and Loading Requirements
- Section 405.1080: Site Concept, Site Development and Minor Site Plan Approval

APPLICANT: Jack D. Whaley
Jack D. Whaley Architect
1529 S. Old Hwy 94, Suite 201
St. Charles, MO 63303

PROPERTY OWNER: Vanchi Properties LLC
546 N. Warson Road
St. Louis, MO 63141



REPORT PREPARED BY:

Whitney Kelly, AICP, City Planner

2/13/2015
Date

ATTACHMENTS:

Applicant's drawings received February 9, 2014
Color Elevations drawing received January 26, 2015
Lighting Plan received December 24, 2014

Attachment: 15-001.844 N. New Ballas Court.Staff Report.02-17-2015 (1401 : 844 N. New Ballas Court)

COMPREHENSIVE PLAN REVIEW

The subject property is located in the Central Business District 2 Action Area that envisions a higher density of mixed-use development, increased pedestrian connections and incorporation of design elements from adjacent mixed-use development. While the proposed office use of the development is in keeping with the area, it is located in an out-of-the-way location. Therefore, providing for a mix of uses could be unpractical for such a small site. The Applicant is proposing to include pedestrian connections along Rue de la Banque Street, however, it stops short of the driveway and does not extend to the property to the south, nor is any indicated along North New Ballas Court. Staff recommend that the sidewalks be extended to the limits of the property on both frontages.

Design Guidelines

The Design Guidelines provide specific recommendations regarding the building and site planning for projects. The following simplifies the goals and discusses their applicability to the project:

1. The Applicant is including defined outdoor spaces with a third floor balcony and seating along East Rue De La Banque Street, both of which are encouraged by the Design Guidelines.
2. The building entrance is not oriented toward the main road and lacks any defining elements, where a sense of arrival is recommended. Staff recommend that the entry area should also have visual appeal from the street and the door should be recessed to provide a “door yard” so that the swinging door does not obstruct the sidewalk. In addition, an architecturally integrated canopy should be included to provide cover over the sidewalk and to provide a stronger visual delineation of the entrance. Staff note that the drawings appear to include projections of some kind above the door at the floor plate levels, but there are no notes or details describing them and they are not large enough to effect a canopy.
3. The proposed sidewalk in front of the building is four feet in width which is not wide enough for pedestrians to pass comfortably without stepping into the parking lot. A recommended condition of approval requires that the sidewalk be widened to at least six feet to provide proper pedestrian flow in furtherance of the Design Guidelines and with the minimum requirements of Section 405.730 of the Zoning Ordinance discussed further below.
4. The elevation along East Rue De La Banque Street is flat without variation in setback or architectural detail at the pedestrian level, contrary to the Design Guidelines.
5. The east elevation facing the condominiums is flat and repetitive, both of which are discouraged by the Design Guidelines.
6. The tower element seems under-scaled for the size of the building. Staff suggest that the stairwell and elevator shaft could be located within a larger version of this “tower” resulting in a more robust appearance without affecting leasable floor area.
7. The materials of the building consist of brick and architectural panels, however a sample of these materials were not provided. The Planning Commission should request more information on these materials so a determination of their continuity with the CityPlace Campus can be made. The Design Guidelines recommend complementary building style, form, size, color and materials between buildings and their neighboring areas.
8. The proposal includes three on-street parking spaces, 16 spaces within a garage, and 22 spaces on the surface lot at the south side of the property; undergrounding of parking and on-street parking are desirable. The surface lot is not between the building and the street, which is recommended, but the parking lot abuts the building, where a landscaped

separation between the parking area and the building is recommended to create a visual foreground for the building.

9. The Design Guidelines encourage high quality landscaping throughout the site and to include amenities such as benches, and lighting. The proposed plan meets with the minimum recommendations. However the landscaping at the corner of North New Ballas Court and East Rue De La Banque Street needs further enhancement and must include the existing ground sign. Further, Staff is unclear of the need for the bollards along the sidewalk unless it is intended that these include lighting which would be in furtherance of the Design Guidelines. Finally, the proposed planter seat walls are shown only in plan view which leaves questions regarding their construction, their role in retaining the adjacent slope and their utility as benches.

ZONING REVIEW

The property is zoned CB, and is located within the area that requires Planning and Zoning Commission review and City Council approval of all development. The buildings standards for the CB-District are as follows:

Development Regulations

Section 405.370: "CB" CORE BUSINESS DISTRICT

D. Site Concept And Site Development Plan Required. Site concept and site development plan approval by the Planning and Zoning Commission shall be required for all proposed developments within the "CB" District as provided for in Section 405.1080.

E. Dimensional Regulations. The following area and yard regulations apply in the "CB" Core Business District.

2. *Lot size requirements.*
 - a. *Minimum lot area. The permitted use of any given site or lot shall be determined by the size of the site or lot under single ownership or other common legal control as prescribed in Section 405.370(B). In no event shall any lot or site be developed or improved which has an area of less than one-half (½) acre (twenty-one thousand seven hundred eighty (21,780) square feet) in single ownership.*
 - b. *Minimum lot width. One hundred (100) feet.*
 - c. *Minimum lot depth. One hundred (100) feet.*
3. *Building bulk regulations.*
 - a. *Maximum structure height. No building or structure shall exceed four (4) stories or sixty (60) feet in height.*
 - b. *Maximum site coverage.*
 - (1) *The amount of gross site area covered by buildings and structures, surface parking, pavement for automobile circulation or permitted exterior business services, storage, merchandise display, repair or processing shall not exceed sixty-three percent (63%) of the site.*
 - (2) *The Planning and Zoning Commission may, in its discretion, allow the permitted coverage to be increased as a bonus (not to exceed the total of seventy percent (70%) site coverage) in consideration of special or outstanding landscape and site planning features as demonstrated by a site development plan submitted in accordance with Section 405.1080. The features to be considered in the granting of any bonus coverage may include, but not be limited to, the provision of:*
 - (a) *Special pedestrian facilities and features such as fountains, seating areas and outdoor recreation amenities;*
 - (b) *Objects of art or beautification; statuary or other unique visual features;*
 - (c) *Burial of overhead transmission lines and removal of utility poles.*

- c. *Maximum floor area ratio. Class 1 developments shall not exceed a floor area ratio (FAR) of twenty-five hundredths (.25) (one (1) square foot of gross building floor area per four (4) square feet of site area). Class 2 developments shall not exceed a floor area ratio of one (1.0) (one (1) square foot of floor area per square foot of site).*
- 4. *Yard and setback requirements.*
 - a. *(1) Maximum front yard. A minimum of fifty percent (50%) of the building elevation parallel to the street right-of-way shall be located a maximum of fifteen (15) feet from the right-of-way established by the adopted site development plan for the "CB" Core Business District. In the event that the planned right-of-way is greater than the present right-of-way, the required setback shall be measured from a line located a distance equal to one-half ($\frac{1}{2}$) the width of the planned right-of-way from the centerline of the present right-of-way. The provisions of Section 405.240 shall prevail where applicable on major streets or highways. In every instance, the first ten (10) feet of the front yard setback from the right-of-way, excluding the building placement, shall be provided with and maintained with sidewalks, unless improved sidewalks exist in the abutting public right-of-way, and with landscaping including, but not limited to, deciduous street trees at regular intervals.*
 - b. *Minimum side yard. Ten (10) feet.*
 - c. *Minimum rear yard. Ten (10) feet.*
 - d. *Buffer yards. Notwithstanding the provisions of Sections 405.370(E)(4)(b) and 405.370(E)(4)(c) above, any tract or site abutting a single-family residential zoning district shall provide a buffer yard of fifty (50) feet on all sides that abut or adjoin the single-family district. The setback for buildings exceeding three (3) stories or forty-five (45) feet in height shall be increased to two hundred (200) feet. An additional two (2) feet of buffer yard shall be provided for every foot of building height exceeding forty-five (45) feet. The buffer area resulting from these setback requirements shall not contain any impervious surface and shall be landscaped and provided with other screening devices as deemed appropriate by the Planning and Zoning Commission.*

The site meets the minimum requirements above regarding lot dimensions with an area of approximately 22,680 sq. ft., a depth of 190.15 feet along the west property line and a lot width of 119.26 feet. Regarding bulk regulations, the building is three-stories, with the highest element at 52 feet above grade, and has a F.A.R of 0.55. These dimensions comply with the district regulations, however, the site plan indicates that the building is 35.10 feet from East Rue de la Banque Street, suggesting that the building needs to be located closer to the street to be in compliance with the Zoning Code.

The proposed site coverage of 69.3% is acceptable only if the Planning Commission and City Council believe the proposed site contains special or outstanding landscape and site planning features. The Applicants have indicated that the proposed landscaping and roof top plantings, along with the existing cross access easement of North New Ballas Road along the northern part of their property should justify the bonus coverage over 63%. While the site is small and the coverage attributed to the easement represents 13% of the total site, as stated above, Staff finds that the proposed landscaping and seating along the street only minimally meets with expectations of the Comprehensive Plan and Design Guidelines. The roof deck provides some architectural interest for the building to further it along with the recommendations of the Design Guidelines, but it is only beneficial to those within the building. The public benefit of these would seem limited. If the Planning and Zoning Commission members do not believe that the site coverage bonus has been justified, they should provide further direction on the expectation of "special or outstanding landscape and site planning features" beyond the minimum expectations of the Design Guidelines that would qualify for a total coverage of 69.3%.

Landscaping

The Applicant's Landscape Plan meets with the minimum requirements regarding the number of street trees and screening of the parking lot. However, Sections 405.540 (F)(3) and (4) require a minimum of 10 square feet of interior parking lot landscaping for every 350 sq. ft. of paved area, with each specific area containing a minimum of 50 sq. ft. and having a minimum width of 3 feet is necessary. Therefore, the parking lot on the south will need to be adjusted to meet with this requirement. Additionally, it is not clear on the drawings that an underground irrigation system has been provided to meet with the requirements of Section 405.540(F)(10).

Further Section 405.540(12) states that a perimeter landscaped buffer strip shall be provided and maintained at a width of not less than five feet. The drawings indicated that the parking lot is approximately five feet from the south property line. However, the scale indicates that it is only four feet. The Applicant should clarify this difference.

Lighting

The Applicant included a cut sheet of the proposed light fixtures that should meet with the requirements that all lighting be downcast and fully shielded and that light shall not be cast upon adjacent property, per Section 405.680 Lighting and Section 405.810(A)(4) of the Off-Street Parking and Loading Requirements of the Zoning Ordinance.

Sidewalks

As discussed earlier, Staff recommends that the internal sidewalks should be widened to meet with the Design Guidelines and expanded throughout the site. Section 405.730(A)(2) of the Zoning Ordinance states that the minimum width of internal sidewalks in non-residential developments shall be at least six feet or eight feet if used as a curb stop. The site plan indicates that the sidewalks are approximately four feet in width. The Applicant will need to widen the sidewalks to meet with this requirement. Also, it is recommended that a sidewalk be included along North New Ballas Court in furtherance of the Design Guidelines and Comprehensive Plan, although this may require eliminating the plantings along the north side of the building. As a reminder, the sidewalks do not count against the site coverage calculation.

Parking

The Applicant has indicated that a total of 41 spaces are required and 41 spaces are provided. The three parallel parking spaces along East Rue de la Banque Street are shown to be 8.5 feet wide and 22 feet in width. Section 405.810(A)(1) states that parallel parking spaces shall have minimum dimensions of eight feet wide by 23 feet long. The Applicant will need to increase the length of the spaces to meet with this requirement.

Section 405.850. Off-Street Loading Requirements states that it is the City's intent to require sufficient off-street loading areas and to ensure that such areas are located in a convenient location out of sight of the general public to the extent feasible. Loading areas which are utilized for the location of trash collection or compaction units shall be provided for and shall be in addition to the loading space requirements provided in Section 405.850(C), Schedule of Off-Street Loading Spaces. The Applicant is proposing to designate a portion of North New Ballas Court for the loading area. Staff finds that this location is inconsistent with the intent of the Zoning Code and has a concern that trucks would not have proper access to the trash enclosure necessitating a new location that is not on the street. Combined with the discussion above, it is likely that the Applicant will lose several parking spaces from the surface lot and that a shared parking arrangement with the adjoining condominium development may be necessary.

Signs

The CityPlace Campus received approval of a master sign plan for all of the signs throughout the campus, including one ground sign at the corner of North New Ballas Court and East Rue De La Banque Street that is not shown on the Applicant's drawings. The Applicant is required to maintain this sign location to be in compliance with the approved master sign plan.

LAND DISTURBANCE CODE

The Applicant's Civil Grading Plans indicate steep grades along the north portion of the site, east and west of the building, that would exceed the limit of a 3:1 slope, as required under Section 420.110 of the Land Disturbance Code.

Section 420.110. Design Requirements.

A. General Design. The design of erosion and sediment controls required for land disturbance activities shall comply with the following minimum requirements:

- 3. Cut and fill slopes shall be no greater than 3:1 except as approved by the Department of Public Works to meet other community or environmental objectives. All excavation, grading or filling shall have a finished grade not to exceed a 3:1 slope (thirty-three percent (33%)). Steeper grades may be approved by the Director of Public Works if the excavation is through rock or if the excavation or the fill is adequately protected (a designed head wall or toe wall may be required). Turf reinforce mattresses (TRM), rock slopes and other best management practices (BMP) could be utilized for slopes in excess of 3:1, but must be approved by a qualified geotechnical engineer hired by the developer and approved by the City prior to and/or during installation. Retaining walls that exceed a height of forty-two (42) inches shall require the construction of safety guards as identified in the appropriate Sections(s) of the adopted City Building Codes and must be approved by the City Building Department. Permanent safety guards shall be constructed in accordance with the appropriate Section(s) of the adopted City Building Codes (latest edition). Also, the following water quality issues as a reference can be used: Protecting Water Quality - A Field Guide to Erosion, Sediment and Stormwater Best Management Practices for Development Sites in Missouri.*

ACTION AND MOTION

Since a number of concerns have been identified, some of which represent non-compliance with the Zoning Code, the Planning and Zoning Commission should not take any action on a recommendation for this application until the Applicant can prepare revisions and responses. A motion to continue the discussion to a future meeting is required, however. The following is an example of an appropriate motion for this application:

"I move to continue Application #15-001 to the meeting of March 2, 2015, to allow the Applicant time to address the concerns of the members of the Planning Commission and Staff."

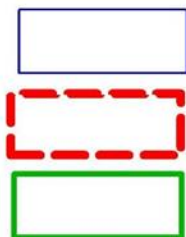
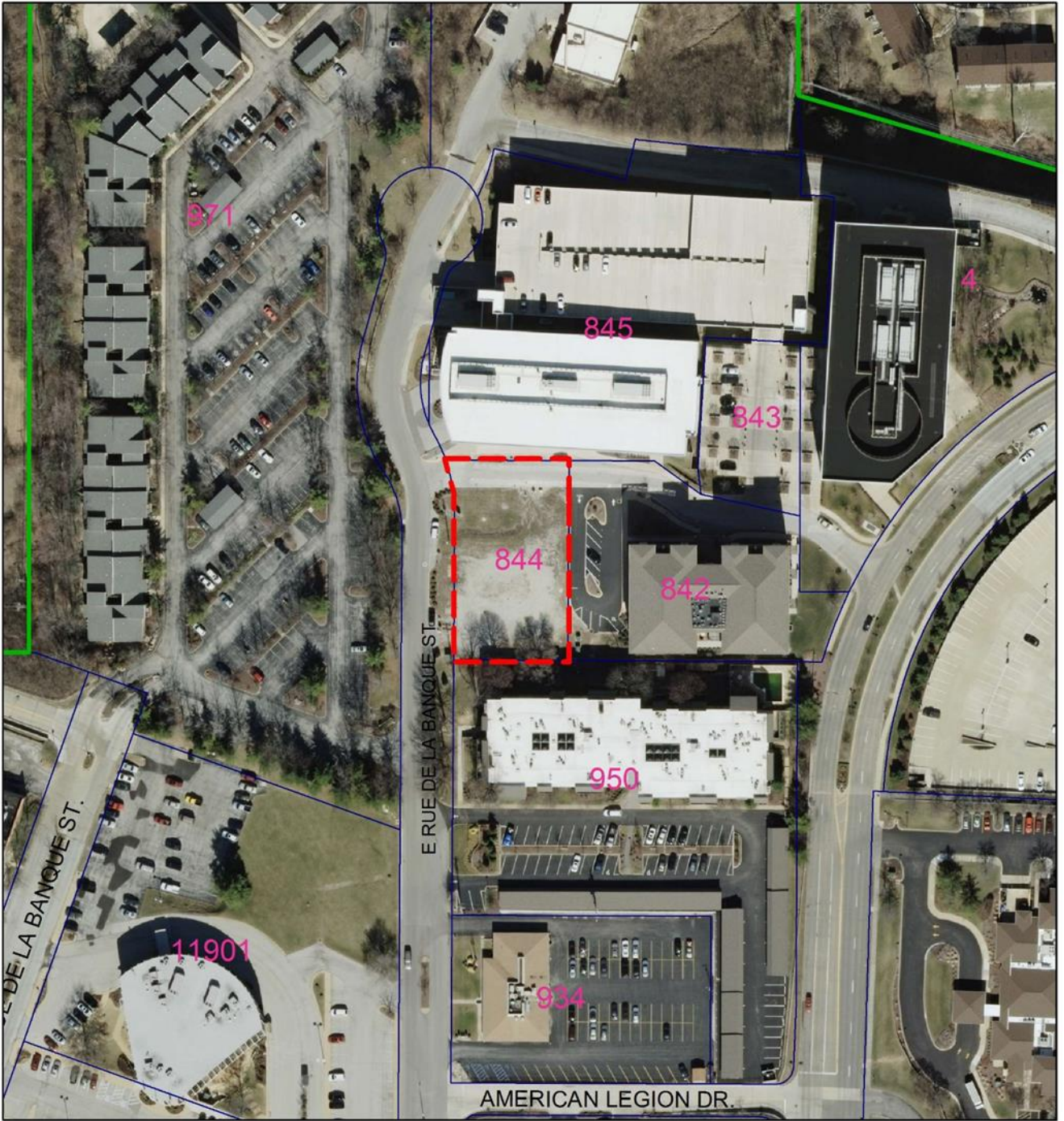
APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.

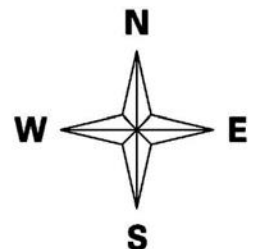
APPENDIX 3: AERIAL PHOTO



Property lines

844 N. New Ballas Court

Municipal Boundary



Attachment: 15-001.844 N. New Ballas Court.Staff Report.02-17-2015 (1401 : 844 N. New Ballas Court)

APPENDIX 4: SITE PHOTOGRAPHS

Photo Date: 02/13/2015



Description: View of the property looking northeast from E. Rue De La Banque.



Description: View looking northwest from the southeast corner of the property.



Description: View looking southwest from across N. New Ballas Court.



Description: View looking southeast from the corner of N. New Ballas Court and E. Rue De La Banque. Note the existing ground side at the corner.



Jack Whaley
Architect

Kurt Whaley
Project Manager

Dawn Vaught
Office Manager

February 9, 2015

City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, Mo. 63141

Attn: Paul Langdon, Director
Community Development

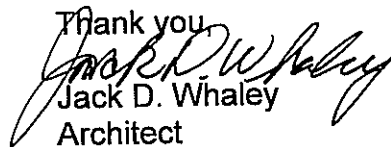
Re: Office Building for Vanchi Properties
844 New Ballas Court, City Place

Mr. Langdon,

This letter is to explain proposed elements to warrant site coverage bonus for the above referenced project.

- 1 All utilities will be underground. The existing utility pole, guy wires and overhead wiring will be removed.
- 2) Meg Bergen, Landscape Architect, has outlined in a letter to be submitted with this letter and her documents, the additional amenities in reference to landscape requirements.
- 3) We have extended the sidewalk at Rue de la Banque, to the corner, and added Planter walls with seats at (2) places.
- 4) The exterior building elements, with stacked stone veneer at the Elevator shaft, the brick masonry panels and modern architectural Panels on the building, including the recessed walls on the Third Floor, the metal railing at the Third Floor garden area, all add to this corner lot.

I trust this will allow the plans to be approved regarding Site coverage, which will be 69.3%.

Thank you,

Jack D. Whaley
Architect

1529 S. Old Highway 94
Suite 201
St. Charles, MO 63303
Phone: (636) 946-6949
Fax: (636) 949-2909
jackdwhaley@gmail.com
jdwhaley1@sbcglobal.net

Attachment: Applicant's Material submitted 2-9-2015 (1401 : 844 N. New Ballas Court)



City of Creve Coeur

Re: New Office Building project at 844 N. New Ballas Court.

Client: Vanchi Properties.

Date: 2-6-2015

I am writing on behalf of Vanchi Properties, as a Landscape Architect who has been consulting with them on their new office building landscaping.

I would like to outline where I believe they have gone above and beyond city requirements in order to provide outdoor amenities and to beautify the lot through the proposed site landscaping. They are asking you to consider these additional amenities as justification for bonus coverage on their project.

1. Required number of street trees. 4 Street trees are required along E. Rue De La Banque Street, and 9 are provided. 4 Street trees are required along N. New Ballas Court and 7 are provided.
2. Additional landscaping: In addition to the required landscaping, Vanchi properties is adding quite a bit of additional landscaping. This includes 14 additional flowering and evergreen trees, 6 perennial and shrub beds that will be along Rue De La Banquet street, and visible to the public driving and walking by.
3. Roof top plantings that will be visible from the street – planter boxes with trailing flowering and green foliage plants that will trail over the railing to beautify the building from the street, as well as junipers on the roof that will be visible from the street.

I ask that you consider these additional landscape features and amenities as cause to allow them bonus coverage on their project.

Sincerely,

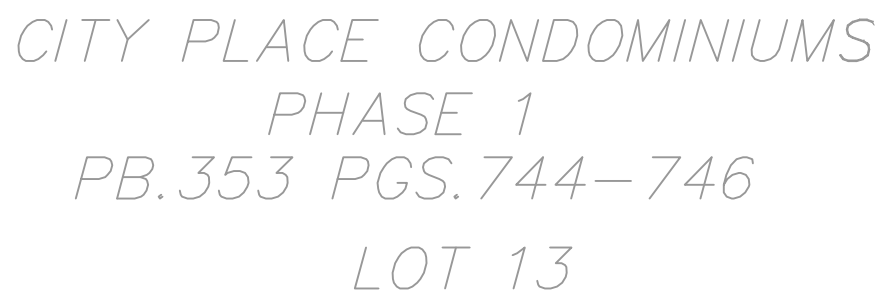
Margaret Bergen

Margaret Bergen

Landscape Architect, State of Missouri # 2001028924

Horstmann Brothers, LLC

Attachment: Applicant's Material submitted 2-9-2015 (1401 : 844 N. New Ballas Court)



(LS)  LIGHT FIXTURE

CLIENT:

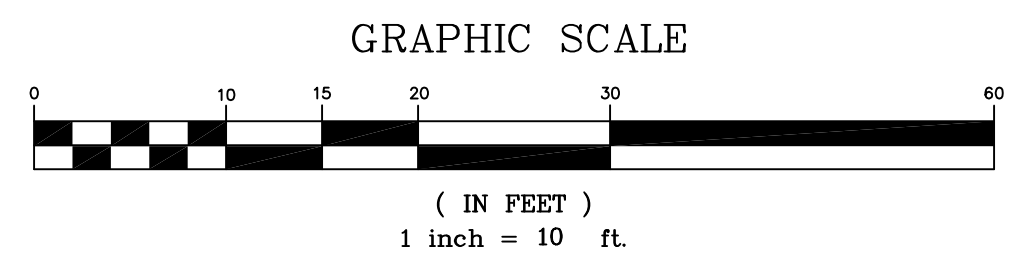
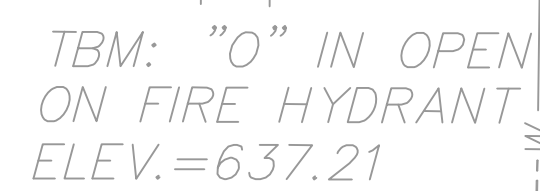
	DATE	DATE
	DATE	DATE
	DATE	DATE

NEW OFFICE BUILDING
844 N. NEW BALLAS CT.
CREVE COEUR, MISSOURI

VANCHI PROPERTIES, LLC
546 WARSON ROAD
ST. LOUIS, MISSOURI
PHONE: 314-323-5073

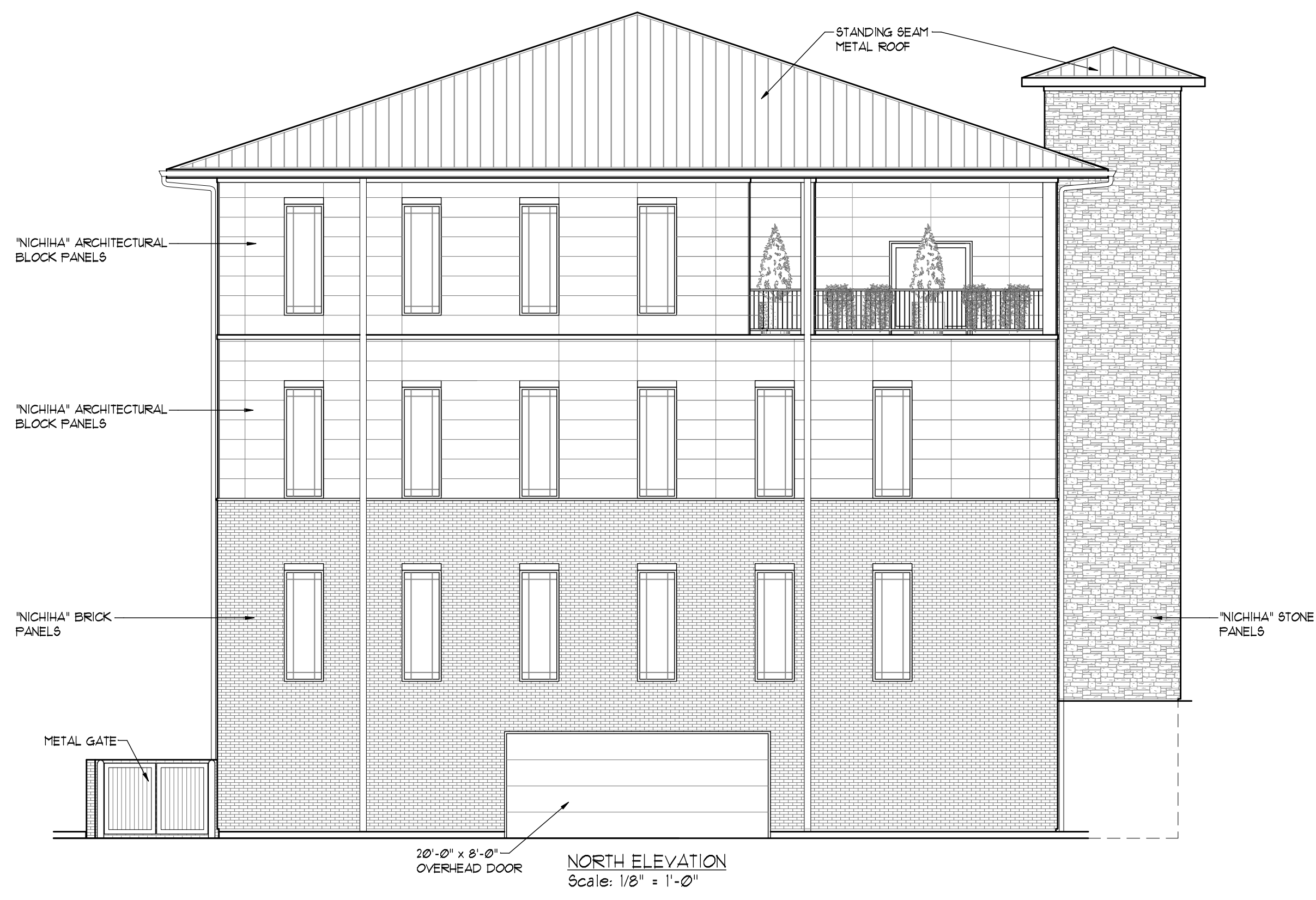
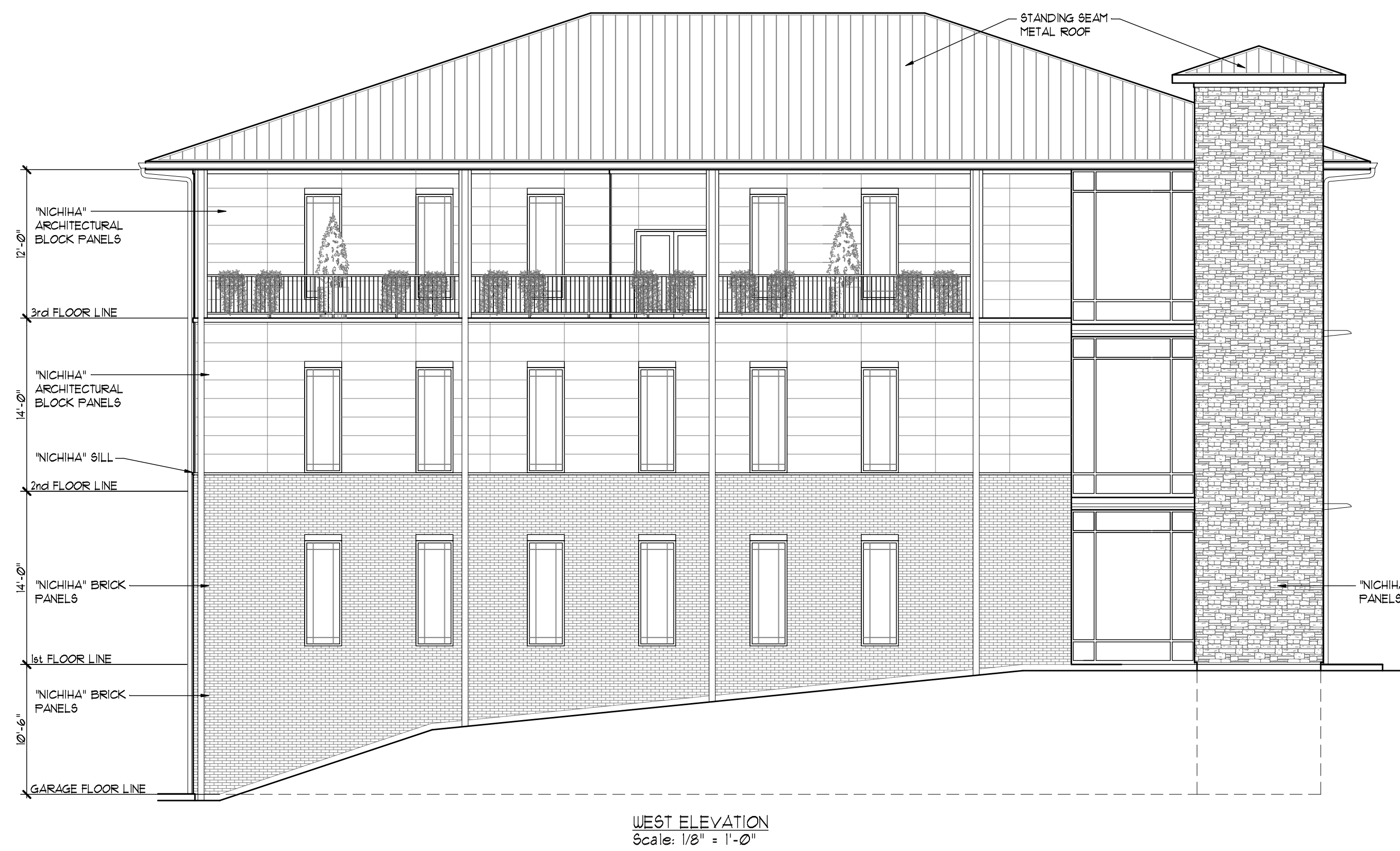
Designed: L.T.	CIVIL SITE/STRIPING PLAN	
Drawn: WC	THOMPSON CIVIL, LLC 5337 GLADSTONE AVE., STE #1 ST. LOUIS, MISSOURI, 63121 PHONE: 314-724-3127	Date: FEBRUARY 2
Checked: L.T.		Sheet: C4

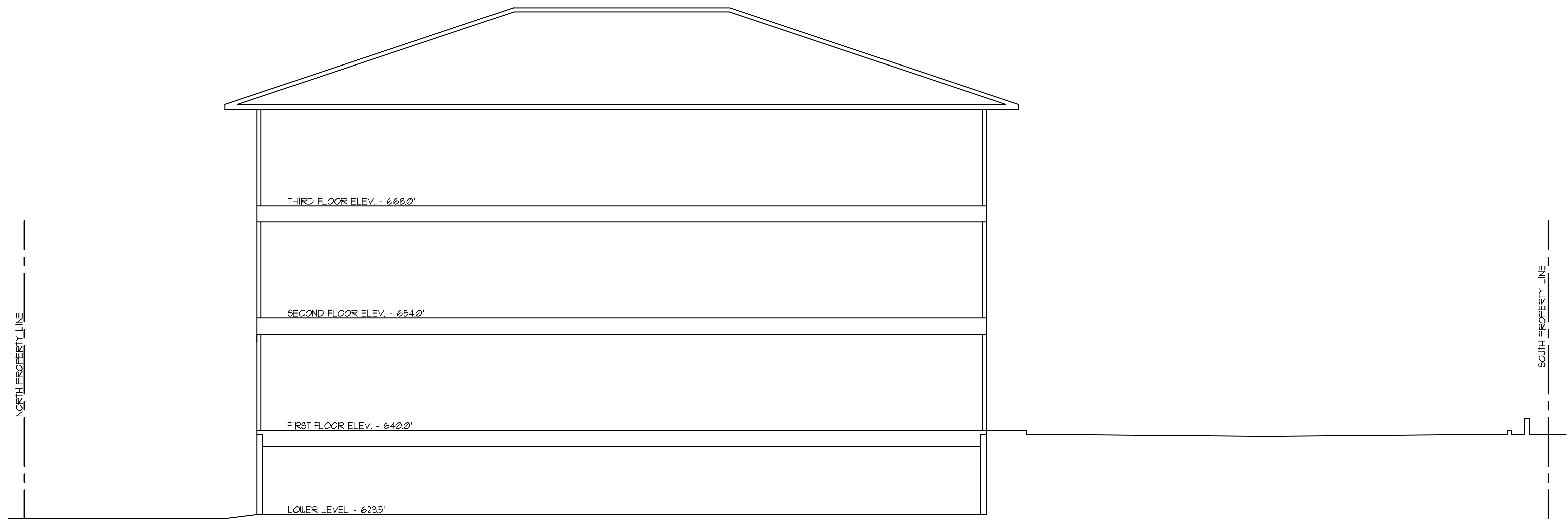
MSD P-0000000
MSD BASE MAP NO.



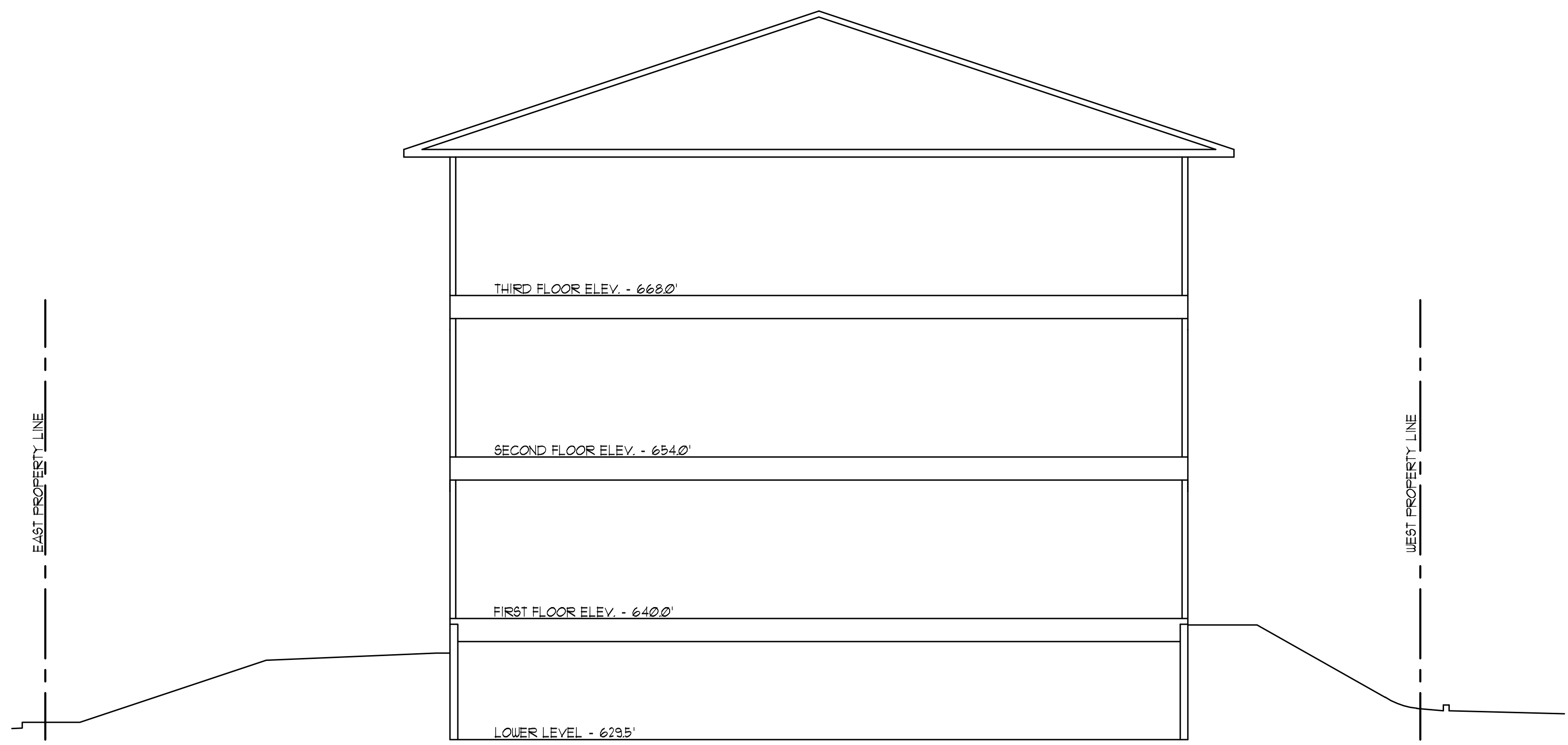
ST. LOUIS, MISSOURI
PHONE: 314-323-5073

MSD P-0000000
MSD BASE MAP NO.

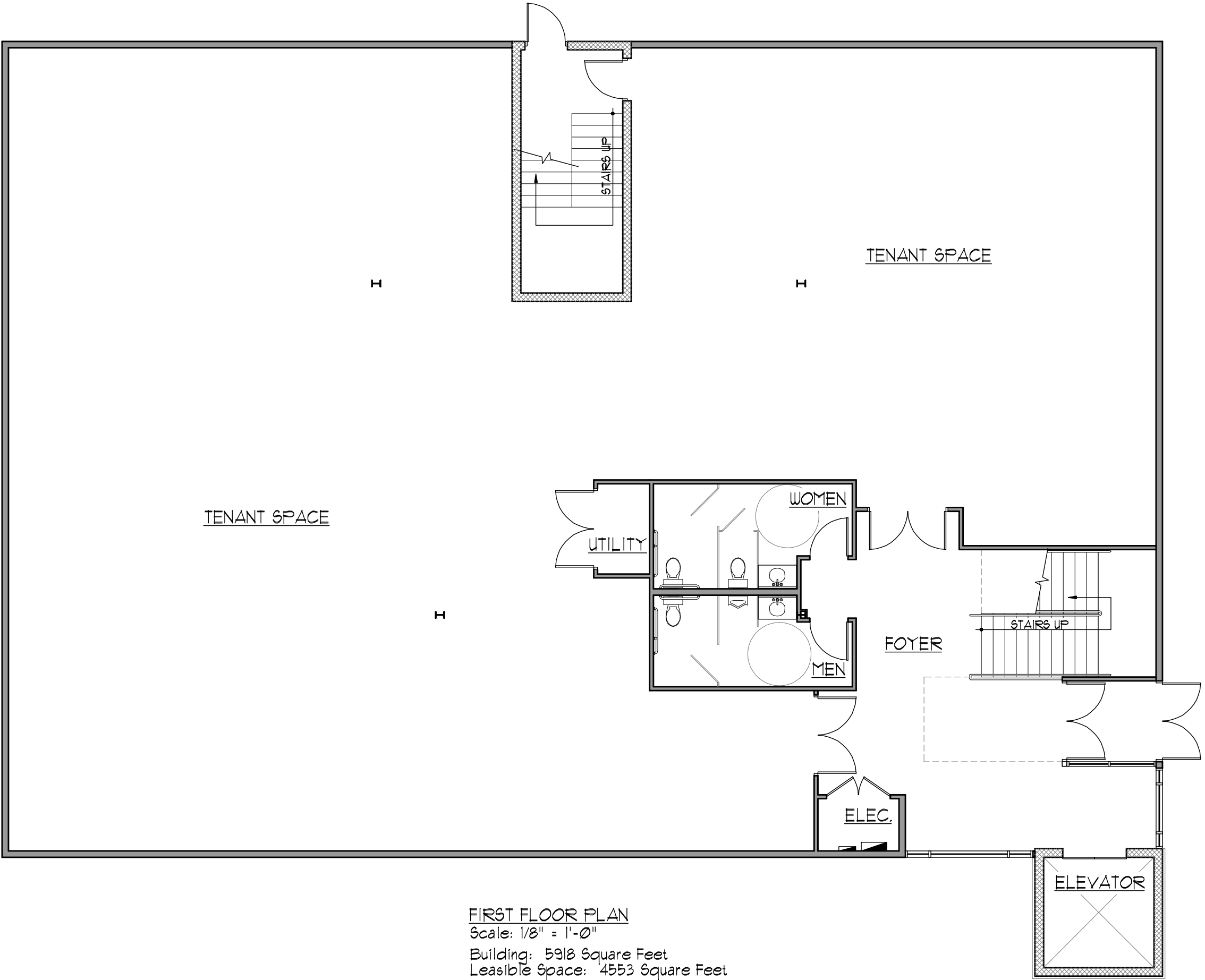
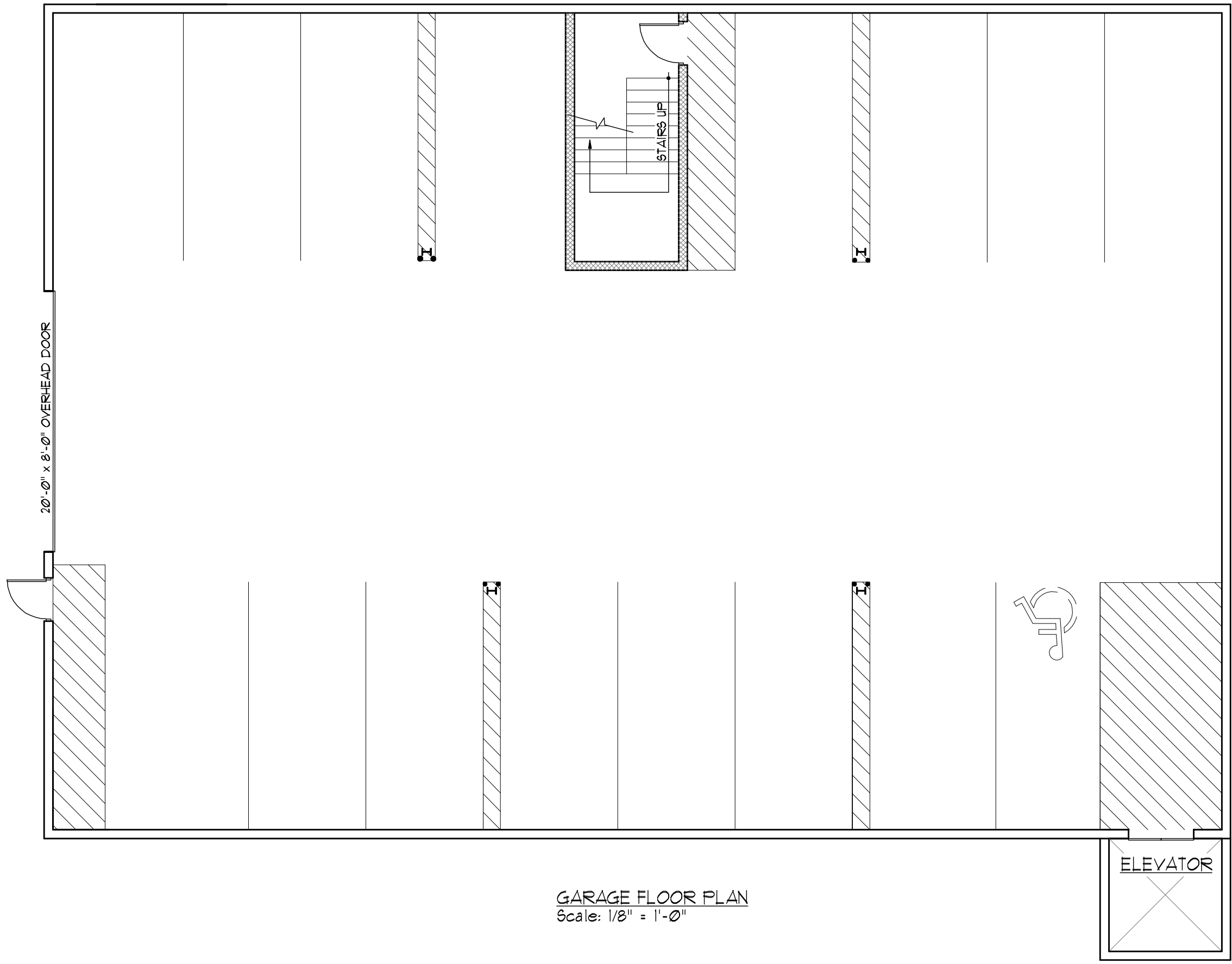
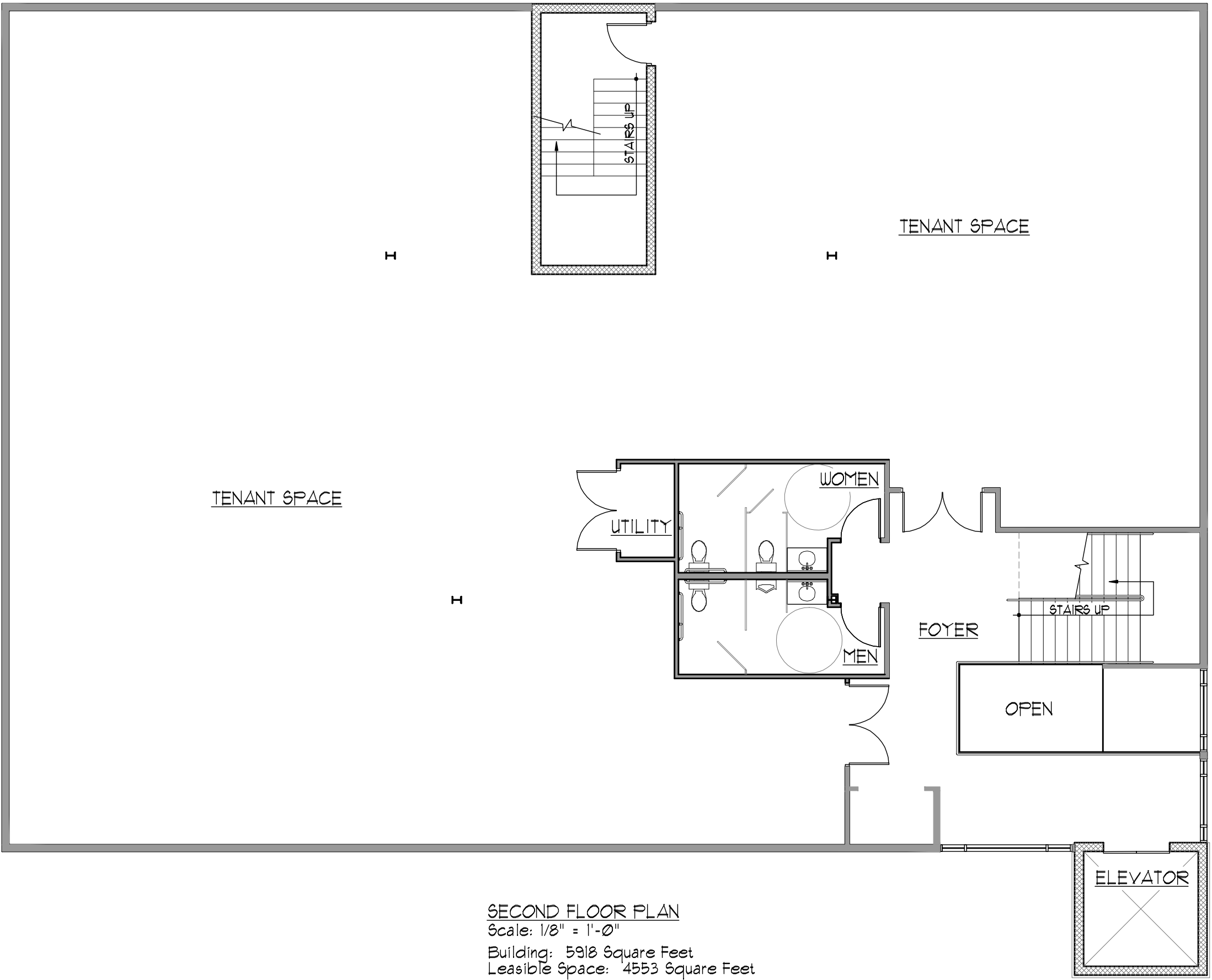
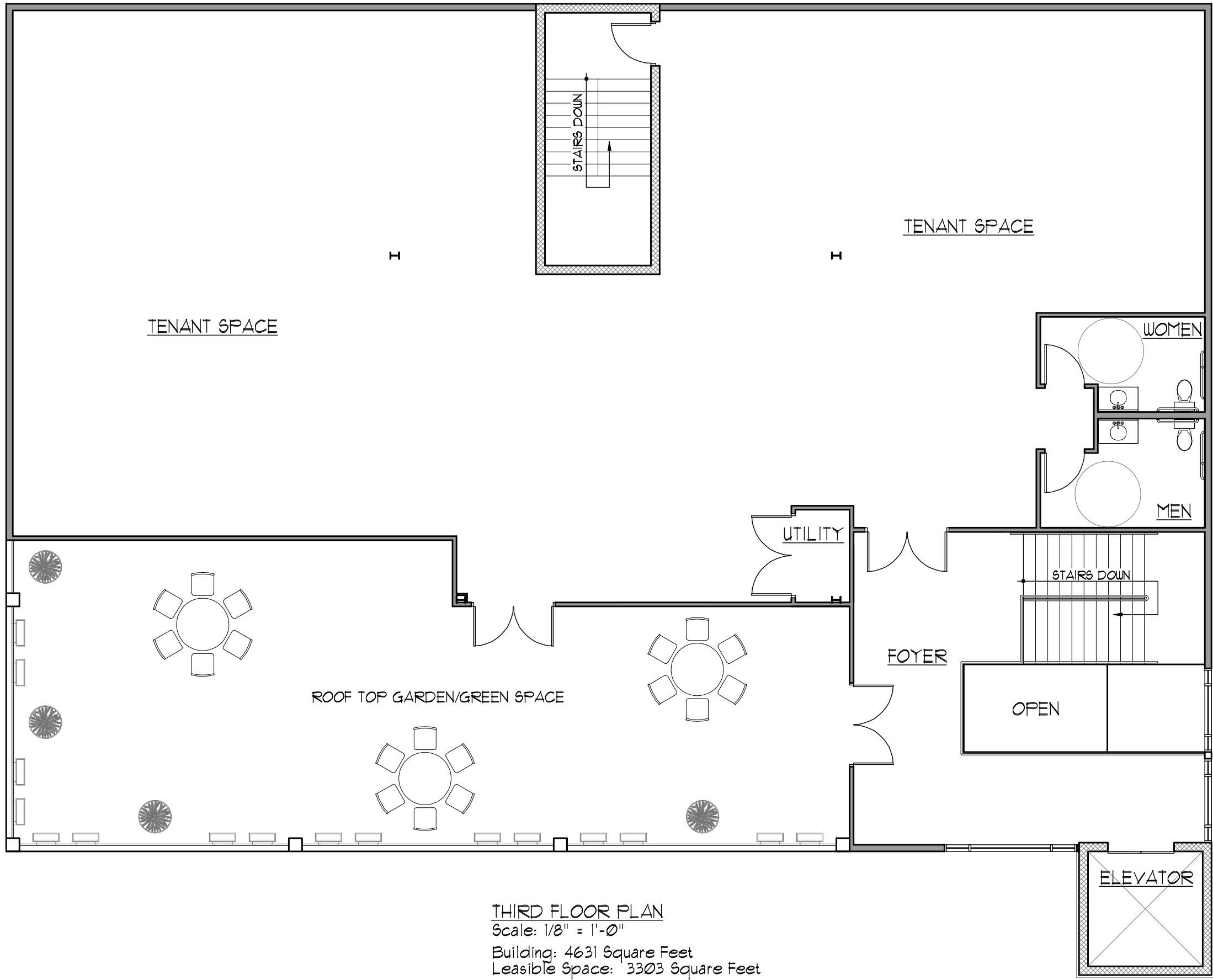




NORTH - SOUTH SECTION

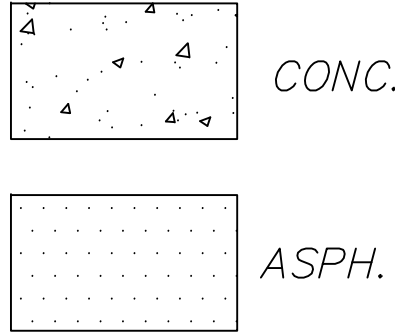


EAST - WEST SECTION



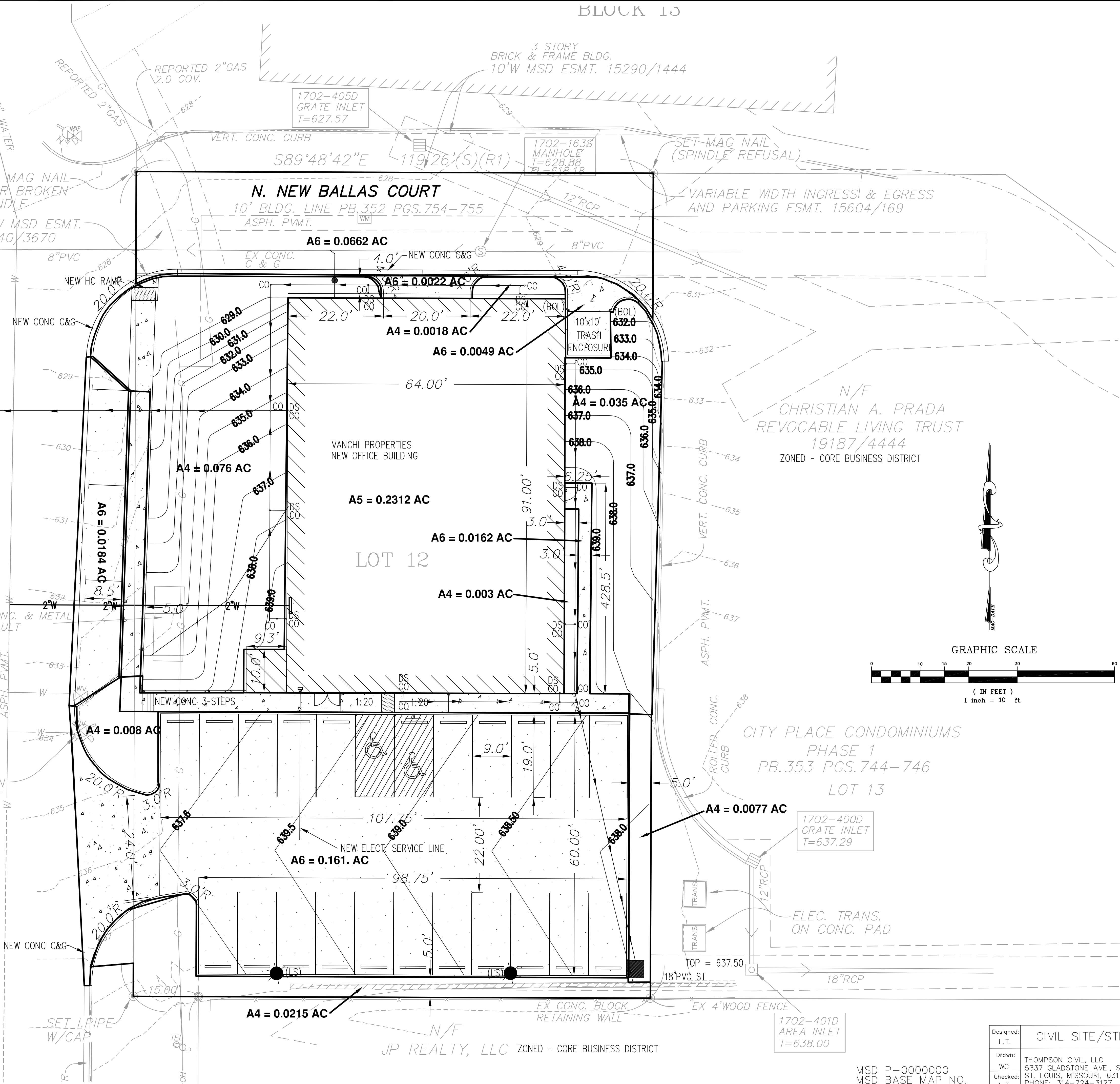
STORM SEWER CALCULATIONS				
15yr Storm, 20 min Duration				
Roof PI=4.20 Pavement PI =3.54 Grass PI = 1.70				
Q-A(PI) A=acre PI=cfs/acre				
PRE-DEVELOPMENT Q	Areas (AC)		PI (CFS/AC)	Q (CFS)
	GRAVEL A1=	0.222	3.70	0.821
	GRASS A2=	0.261	1.78	0.465
	PAVEMENT A3=	0.043	3.70	0.157
	Q Total	0.526	=	1.443
POST-DEVELOPMENT Q	Areas (AC)		PI (CFS/AC)	Q (CFS)
	GRASS A4=	0.0846	1.78	0.151
	ROOF A5=	0.2312	4.20	0.971
	PAVEMENT A6=	0.2042	3.70	0.756
	Q Total	0.520	=	1.877
Change in Q:		0.434 CFS		

SYMBOL LEGEND PROPOSED



E. RUE DE LA BANQUE ST.

TBM: "0" IN OPEN ON FIRE HYDRANT ELEV.=637.21



MSD P-0000000
MSD BASE MAP NO.

Designed: L.T.	CIVIL SITE/STRIPING PLAN		
Drawn: WC	THOMPSON CIVIL, LLC 5337 GLADSTONE AVE., STE 101 ST. LOUIS, MISSOURI 63121 PHONE: 314-724-3127	#1	Date: FEBRUARY 2015
Checked: L.T.		Sheet: C11	No

REVISIONS

DRAWING ISSUE		DATE	DATE	DATE

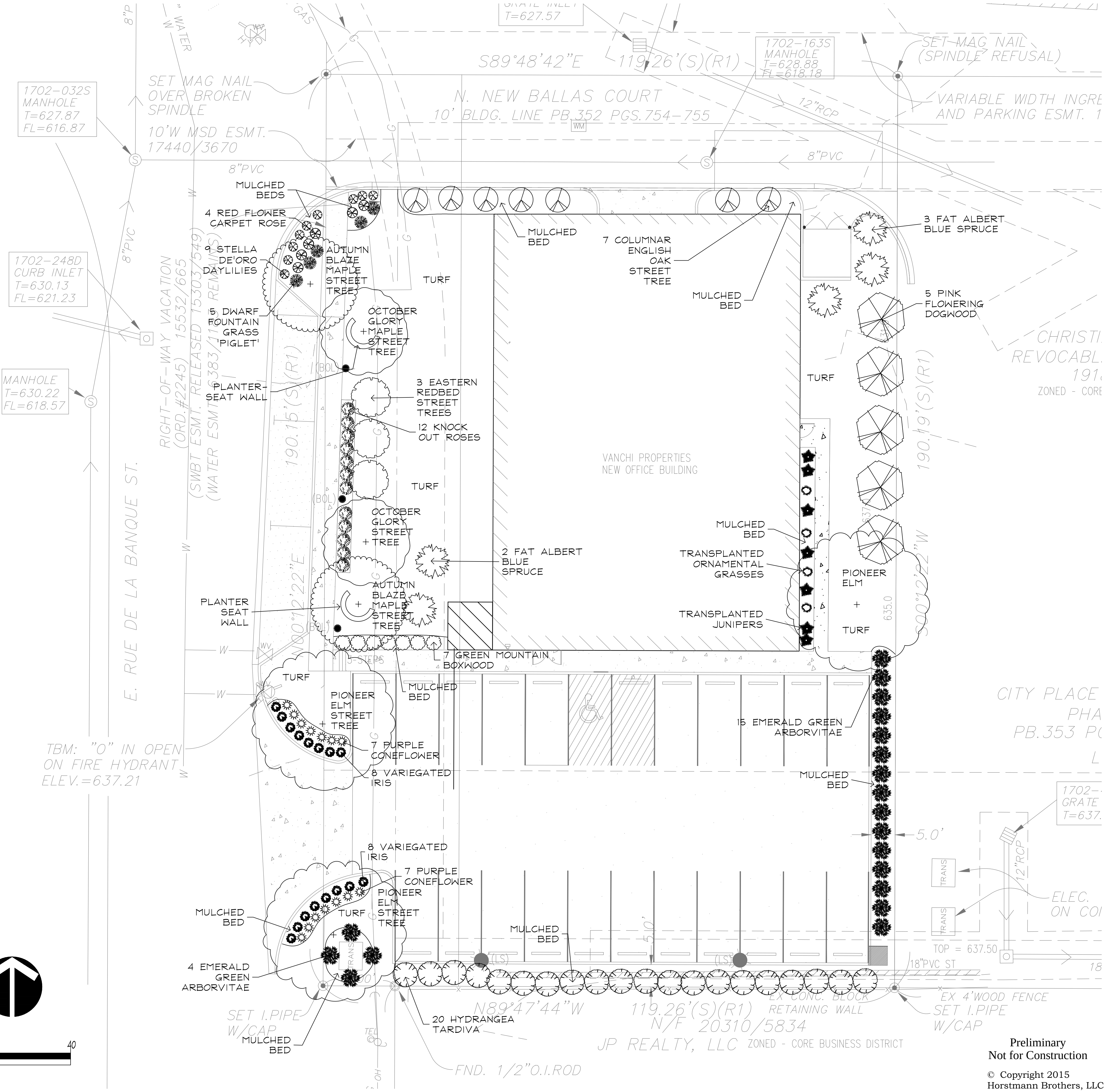
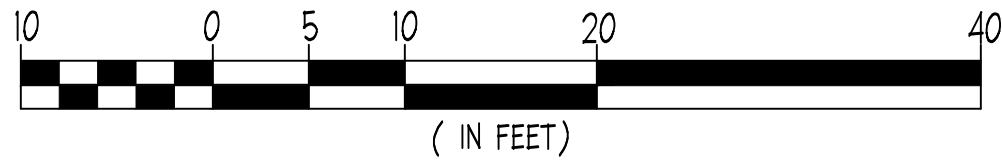
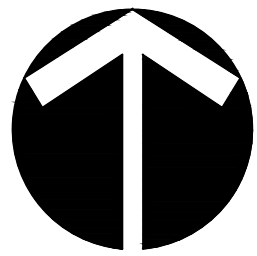
PROJECT: VANCHI PROPERTIES, LLC
NEW OFFICE BUILDING
546 WARSON ROAD
ST. LOUIS, MISSOURI
PHONE: 314-323-5073

CITY PLACE CONDOMINIUMS
PHASE 1
PB.353 PGS.744-746
LOT 13

PLANT SCHEDULE

SHADE TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	Notes
	2	AUTUMN BLAZE MAPLE/ACER X FREEMANII "JEFFERSRED"	3" CAL.	STREET TREES
	3	PIONEER ELM/ULMUS 'PIONEER'	3" CAL.	2 ARE STREET TREES
	2	OCTOBER GLORY MAPLE/ACER RUBRUM 'OCTOBER GLORY'	3" CAL.	STREET TREES
	7	COLUMNAR ENGLISH OAK / QUERCUS ROBUR 'FASTIGIATA'	3" CAL.	STREET TREES
EVERGREEN TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	5	COLORADO BLUE SPRUCE/PICEA PUNGENS 'FAT ALBERT'	6'- 7'	
	19	EMERALD GREEN ARBORVITAE / THUJA OCCIDENTALIS 'EMERALD GREEN'	6'- 7'	
FLOWERING TREES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	3	EASTERN REDBUD / CERCEIS CANADENSIS	3" CAL.	STREET TREES
	5	PINK FLOWERING DOGWOOD / CORNUS FLORIDA RUBRA	6'- 7'	
SHRUBS	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	7	BOXWOOD /BUXUS X 'GREEN MOUNTAIN'	24" - 30"	
	20	TARDIVA HYDRANGEA / HYDRANGEA PANICULATA 'TARDIVA'	5 GAL.	
PERENNIALS/ORNAMENTAL GRASSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	14	PURPLE CONEFLOWER / ECHINACEA PURPUREA 'MAGNUS'	1 GAL.	
	9	STELLA DE ORO DAYLILLY / HERMEROCALLIS HYBRID 'STELLA DE ORO'	1 GAL.	
	16	VARIGATED IRIS / IRIS PALLIDA 'VARIEGATA'	1 GAL.	
	5	PIGLET DWARF FOUNTAIN GRASS / PENNISETUM 'PIGLET'	1 GAL.	
ROSES	QTY	COMMON NAME/ BOTANICAL NAME	SIZE	
	4	FLOWER CARPET ROSE RED/ ROSA X 'NOARE'	2 GAL.	
	12	KNOCKOUT ROSE / ROSA 'KNOCKOUT'	5 GAL.	

*NOTE: STREET TREES - PROVIDE MIN 6' CLEAR BRANCHING HEIGHT.



Horstmann
Brothers
LLC

Landscape Contractors

Landscape Plan
1" = 10'-0" 2-6-2015

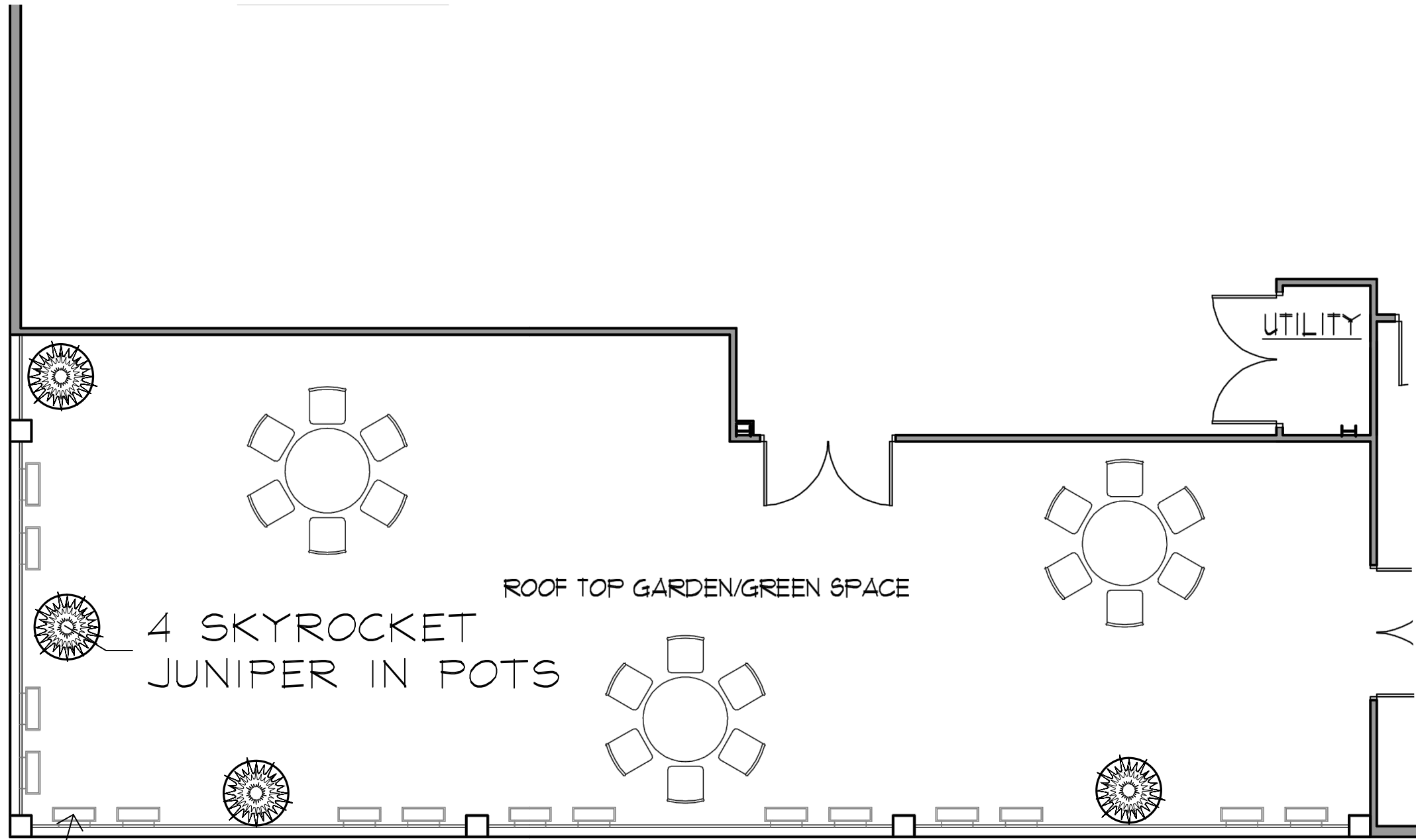
This Landscape Plan is the exclusive property of Horstmann Brothers, LLC Landscape Services.

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NEW OFFICE BUILDING
844 NEW BALLAS CT.
CREVE COEUR, MO
63141

Preliminary
Not for Construction

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Horstmann Brothers, LLC.



PLANTER BOXES
FILLED WITH TRAILING
VINES - MIX OF
FLOWERING & GREEN.
ANNUALS AND/ OR PERENNIALS
EG: SWEET AUTUMN CLEMATIS,
SWEET POTATO VINE,
TRAILING PETUNIAS, IVY

LANDSCAPE GUIDELINE SPECS:

GENERAL:

- 1.) All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against injury to public. The landscape contractor shall be responsible for any coordination with other site related work being performed by other contractors. Refer to architectural drawings for further coordination of work to be done.
- 2.) Underground facilities, structures and utilities must be considered approximate only. There may be others not presently known or shown. It shall be the landscape contractor's responsibility to determine or verify the existence of and exact location of the above (Call 1-800-DIG-RITE).
- 3.) Plant material are to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth minimum and graded smooth immediately before planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
- 5.) It shall be the landscape contractor's responsibility to:
 - A.) Verify all existing and proposed features shown on the drawings prior to commencement of work.
 - B.) Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
 - C.) Stake the locations of all proposed plant material and obtain the approval of the owner's representative or landscape architect prior to installation.
- 6.) Items shown on this drawing take precedence over the material list. It shall be the landscape contractor's responsibility to verify all quantities and conditions prior to implementation of this plan. No substitutions of types or size of plant materials will be accepted without written approval from the landscape architect.
- 7.) Provide single-stem trees unless otherwise noted in plant schedule.
- 8.) All plant material shall comply with the recommendations and requirements of ANSI Z60.1 "American Standards for Nursery Stock".
- 9.) It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect prior to acceptance. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
- 10.) All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be a unit price contract.
- 11.) All plant material to be transplanted shall be transplanted according to guidelines set by AAN standards. Transplanted material will not be guaranteed by the landscape contractor.

INSURANCE:

- 1.) The landscape contractor shall submit certificates of insurance for workman's compensation and general liability.

MULCH:

- 1.) All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
- 2.) No plastic sheeting or filter fabric shall be placed beneath shredded bark mulch beds. Myrafil fabric shall be used beneath all gravel mulch beds.
- 3.) Edge all beds with spade-cut edge unless otherwise noted.

MAINTENANCE:

- 1.) Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
- 2.) Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.

TOPSOIL:

- 1.) Topsoil mix for all proposed landscape plantings shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss as per planting details. Roto-till topsoil mix to a depth of 6" minimum and grade smooth.
- 2.) Provide a soil analysis, as requested, made by an independent soil-testing agency outlining the % of organic matter, inorganic matter, deleterious material, pH and mineral content.
- 3.) Any foreign topsoil used shall be free of roots, stumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material.
- 4.) Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of shredded bark mulch.

MISC. MATERIAL:

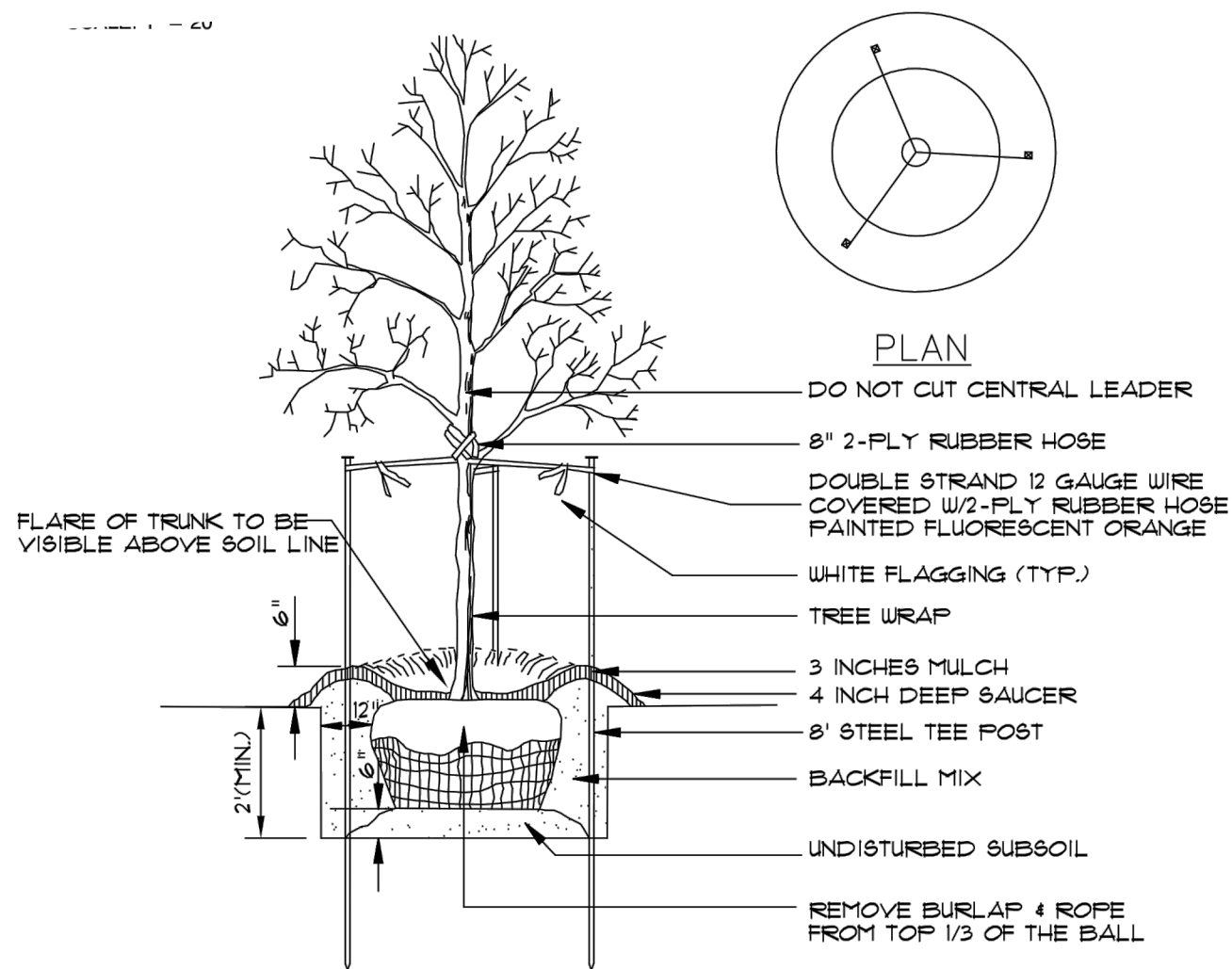
- 1.) Provide stakes and deadmen of sound, new hardwood, free of knotholes and defects.
- 2.) Tree wrap tape shall be 4" minimum, designed to prevent borer damage and winter freezing. Additionally, only 3-ply tying material shall be used.

TURF:

- 1.) All disturbed lawn areas to be seeded with a mixture of Turf-Type fescue (300# per acre) and bluegrass (18# per acre). Lawn areas shall be unconditionally warranted for a period of 90 days from date of final acceptance. Bare areas more than one square foot per any 50 square feet shall be replaced.
- 2.) Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted.
- 3.) Any points carrying concentrated water loads and all slopes of 15% or greater shall be sodded.
- 4.) All sod shall be placed a maximum of 24 hours after harvesting.
- 5.) Recondition existing lawn areas damaged by Contractor's operations including equipment/material storage and movement of vehicles.

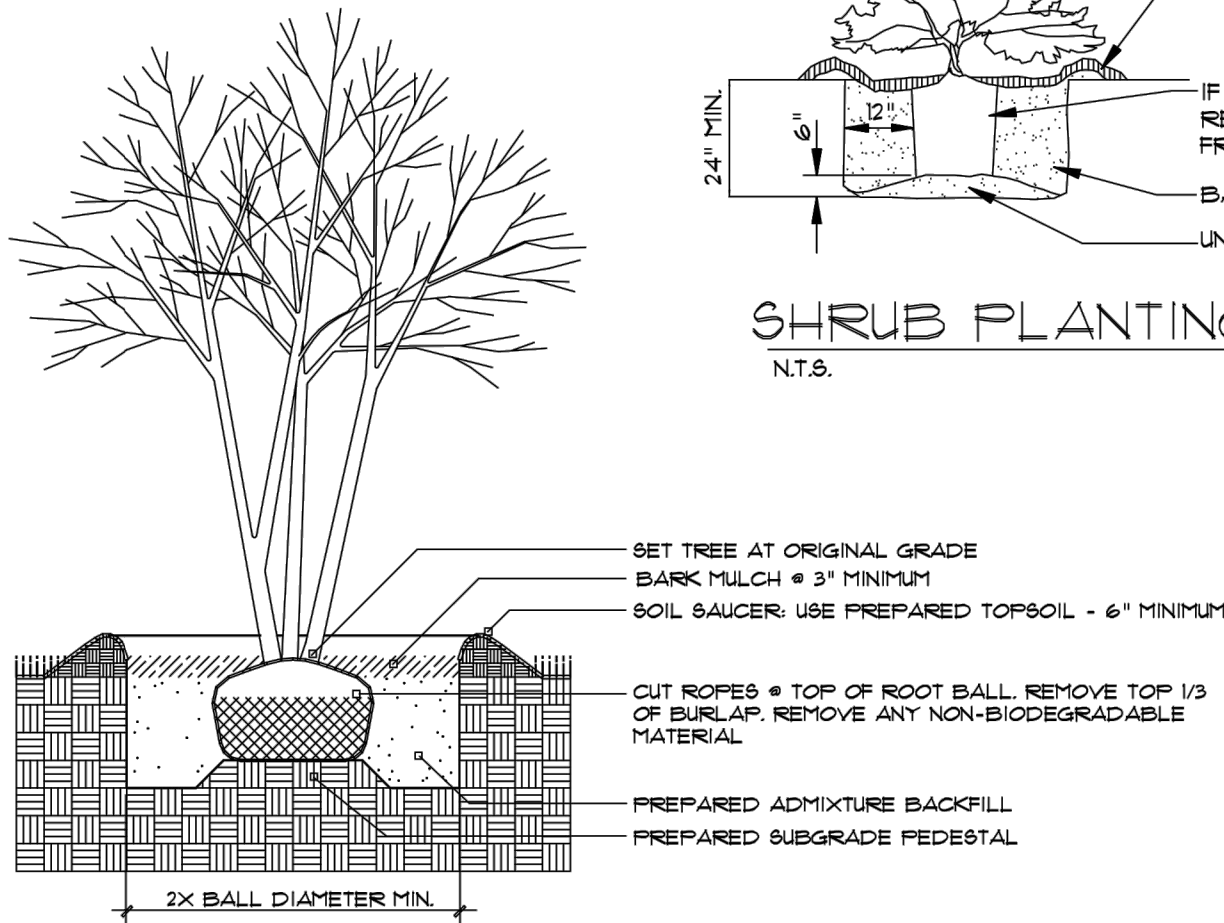
WARRANTY:

- 1.) All plant material (excluding ground cover, perennials and annuals) are to be warranted for a period of 12 months after installation at 100% of the installed price.
- 2.) Any plant material found to be defective shall be removed and replaced within 30 days of notification or in growth season determined to be best for that plant.
- 3.) Only one replacement per tree or shrub shall be required at the end of the warranty period, unless loss is due to failure to comply with warranty.
- 4.) Lawn establishment period will be in effect once the lawn has been mowed three times. Plant establishment period shall commence on the date of acceptance and 100% completion.



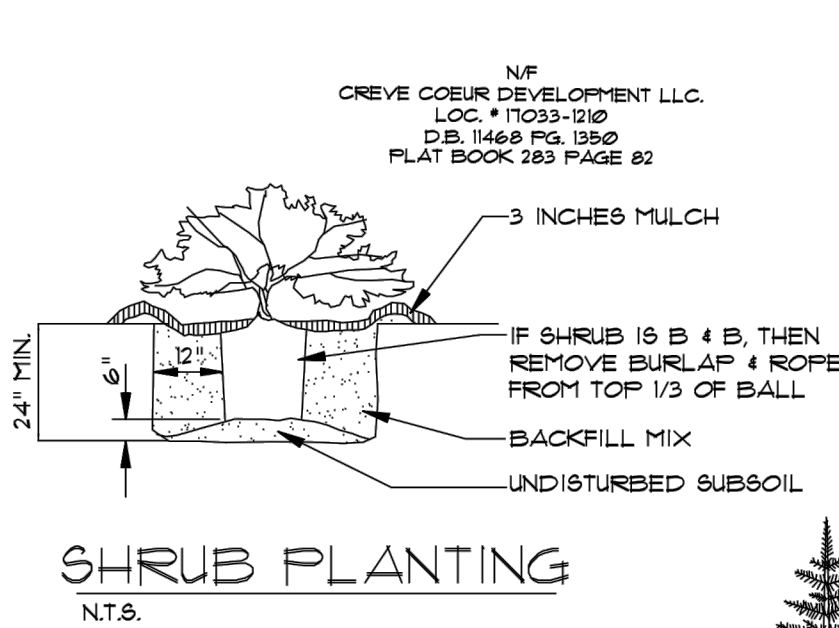
NOTE: USE SHREDDED BARK MULCH ONLY
DECIDUOUS TREE PLANTING

N.T.S.



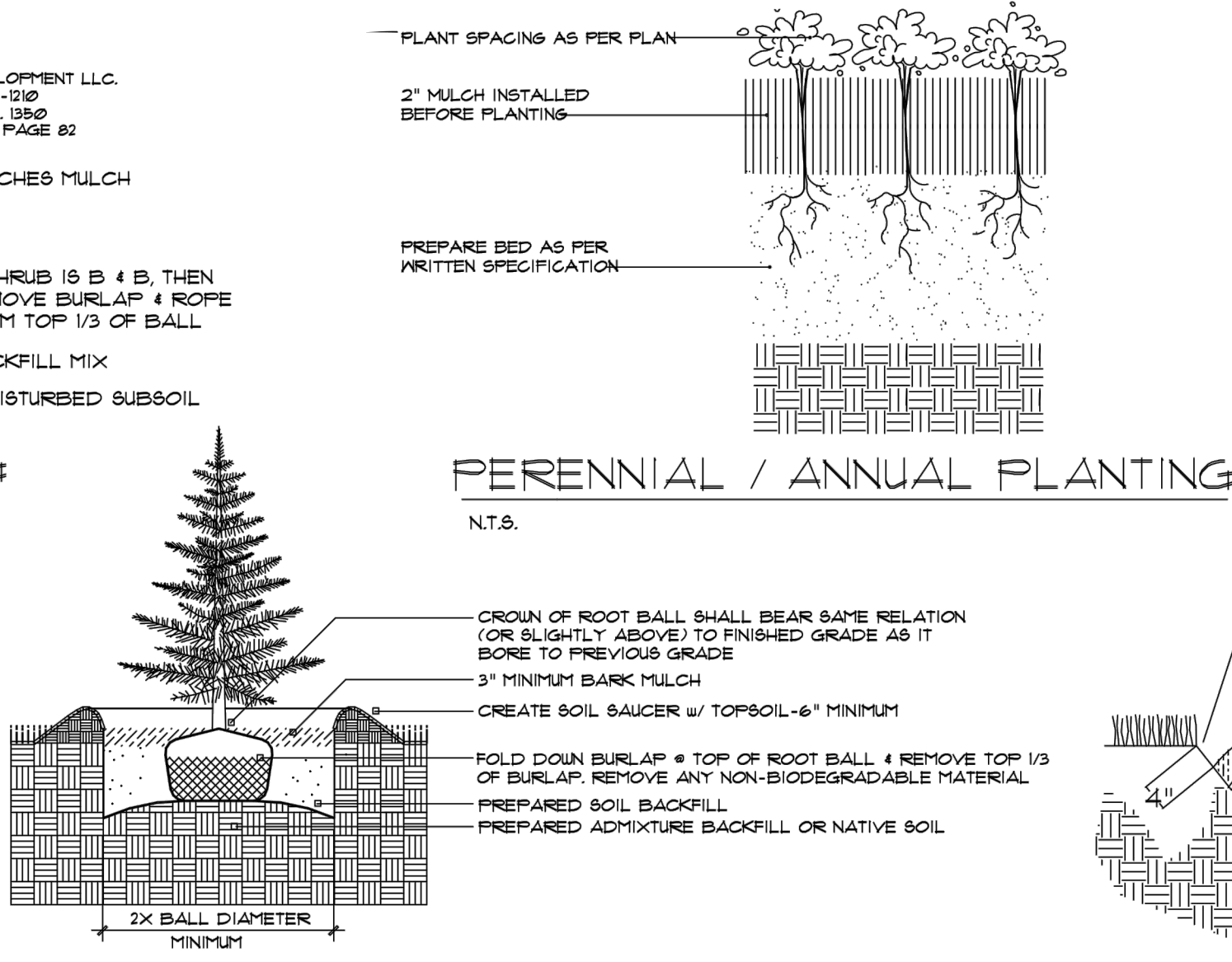
MULTI-STEM TREE PLANTING

N.T.S.



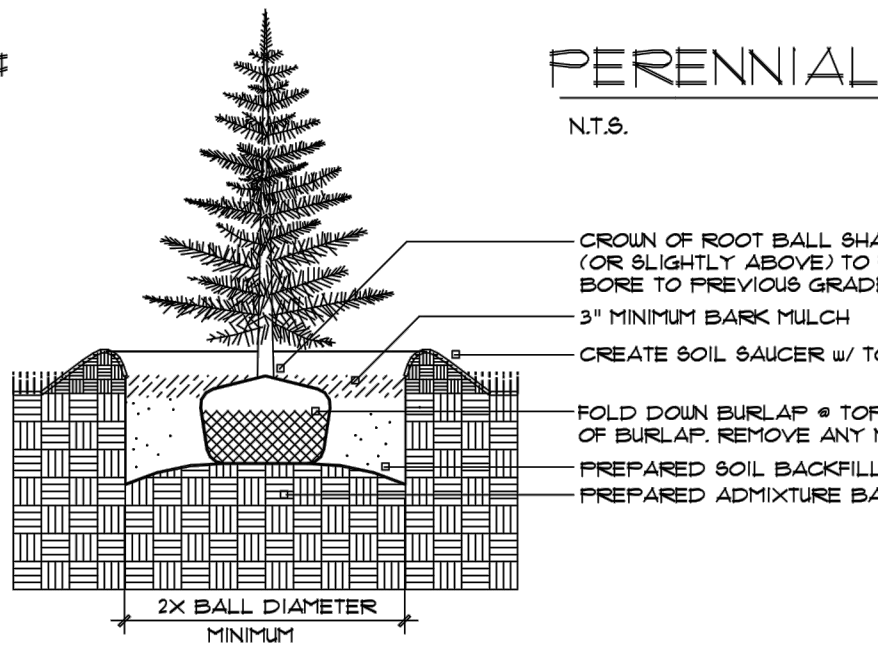
SHRUB PLANTING

N.T.S.



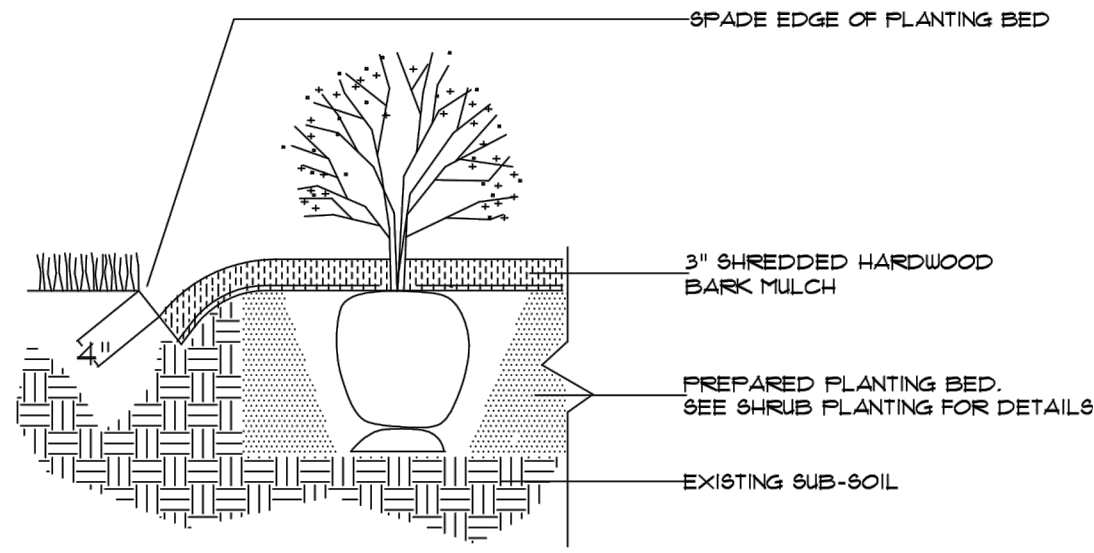
PERENNIAL / ANNUAL PLANTING

N.T.S.



EVERGREEN TREE PLANTING

N.T.S.



SPADE-CUT EDGE DETAIL

N.T.S.

SEAL

REVISIONS

DRAWING ISSUE

PROJECT:
New Office Building
844 N. New Ballas Ct.
Creve Coeur, Missouri

CLIENT:
Vanchi Properties, LLC
3880 MLK DR. 63113
St. Louis, MO. 63113
Phone: 314-389-7820
Fax: 314-389-7889

Designed:	LANDSCAPE NOTES/DETAILS	
Drawn:		Date: JANUARY 26, 2009
Checked:		Sheet: 10

6.1.j



WEST ELEVATION

New Office Building
Vanchi Properties
844 New Ballas Road
Creve Coeur, Missouri
2015

d^{series}

D-Series Size 0 LED Area Luminaire

Catalog
Number

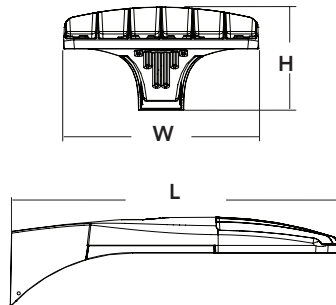
Notes

Type

Hit the Tab key or mouse over the page to see all interactive elements.

Specifications

EPA:	0.8 ft ² (.07 m ²)
Length:	26" (66.0 cm)
Width:	13" (33.0 cm)
Height:	7" (17.8 cm)
Weight (max):	16 lbs (7.25 kg)



Introduction

The modern styling of the D-Series is striking yet unobtrusive - making a bold, progressive statement even as it blends seamlessly with its environment.

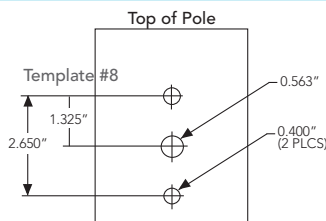
The D-Series distills the benefits of the latest in LED technology into a high performance, high efficacy, long-life luminaire. The outstanding photometric performance results in sites with excellent uniformity, greater pole spacing and lower power density. It is ideal for replacing up to 400W metal halide with typical energy savings of 65% and expected service life of over 100,000 hours.

Ordering Information

EXAMPLE: DSX0 LED 40C 1000 40K T3M MVOLT SPA DDBXD

DSX0 LED									
Series	LEDs	Drive current	Color temperature	Distribution	Voltage	Mounting	Control options	Other options	Finish (required)
DSX0 LED	Forward optics	530 530 mA 700 700 mA 1000 1000 mA (1 A) ²	30K 3000 K 80 CRI min.) 40K 4000 K (70 CRI min.) 50K 5000 K (70 CRI) AMBPC Amber phosphor converted ³	T1S Type I short T2S Type II short T2M Type II medium T3S Type III short T3M Type III medium T4M Type IV medium TFTM Forward throw medium T5VS Type V very short T5S Type V short T5M Type V medium T5W Type V wide	MVOLT ⁴ 120 ⁴ 208 ⁴ 240 ⁴ 277 ⁴ 347 ⁵ 480 ⁵	Shipped included SPA Square pole mounting RPA Round pole mounting WBA Wall bracket SPUMBA Square pole universal mounting adaptor ⁶ RPUMBA Round pole universal mounting adaptor ⁶ Shipped separately⁷ KMA8 Mast arm mounting bracket adaptor (specify finish) DDBXD U	Shipped installed PER NEMA twist-lock receptacle only (no controls) ⁸ DMG 0-10V dimming driver (no controls) ⁹ DCR Dimmable and controllable via ROAM [®] (no controls) ¹⁰ PIR Motion sensor, 8-15' mounting height ¹¹ PIRH Motion sensor, 15-30' mounting height ¹¹ BL30 Bi-level switched dimming, 30% ¹² BL50 Bi-level switched dimming, 50% ¹²	Shipped installed HS House-side shield ¹³ SF Single fuse (120, 277, 347V) ¹⁴ DF Double fuse (208, 240, 480V) ¹⁴ L90 Left rotated optics ¹ R90 Right rotated optics ¹ DDL Diffused drop lens ¹³	DDBXD Dark bronze DBLXD Black DNAXD Natural aluminum DWHXD White DDBTXD Textured dark bronze DBLBXD Textured black DNATXD Textured natural aluminum DWHGXD Textured white
	Rotated optics¹								
	30C 30 LEDs (one engine)								

Drilling



DSX0 shares a unique drilling pattern with the AERIS™ family. Specify this drilling pattern when specifying poles, per the table below.

DM19AS	Single unit	DM29AS	2 at 90° *
DM28AS	2 at 180°	DM39AS	3 at 90° *
DM49AS	4 at 90° *	DM32AS	3 at 120° **

Example: SSA 20 4C DM19AS DDBXD

Visit Lithonia Lighting's [POLES CENTRAL](#) to see our wide selection of poles, accessories and educational tools.

*Round pole top must be 3.25" O.D. minimum.

**For round pole mounting (RPA) only.

Tenon Mounting Slipfitter **

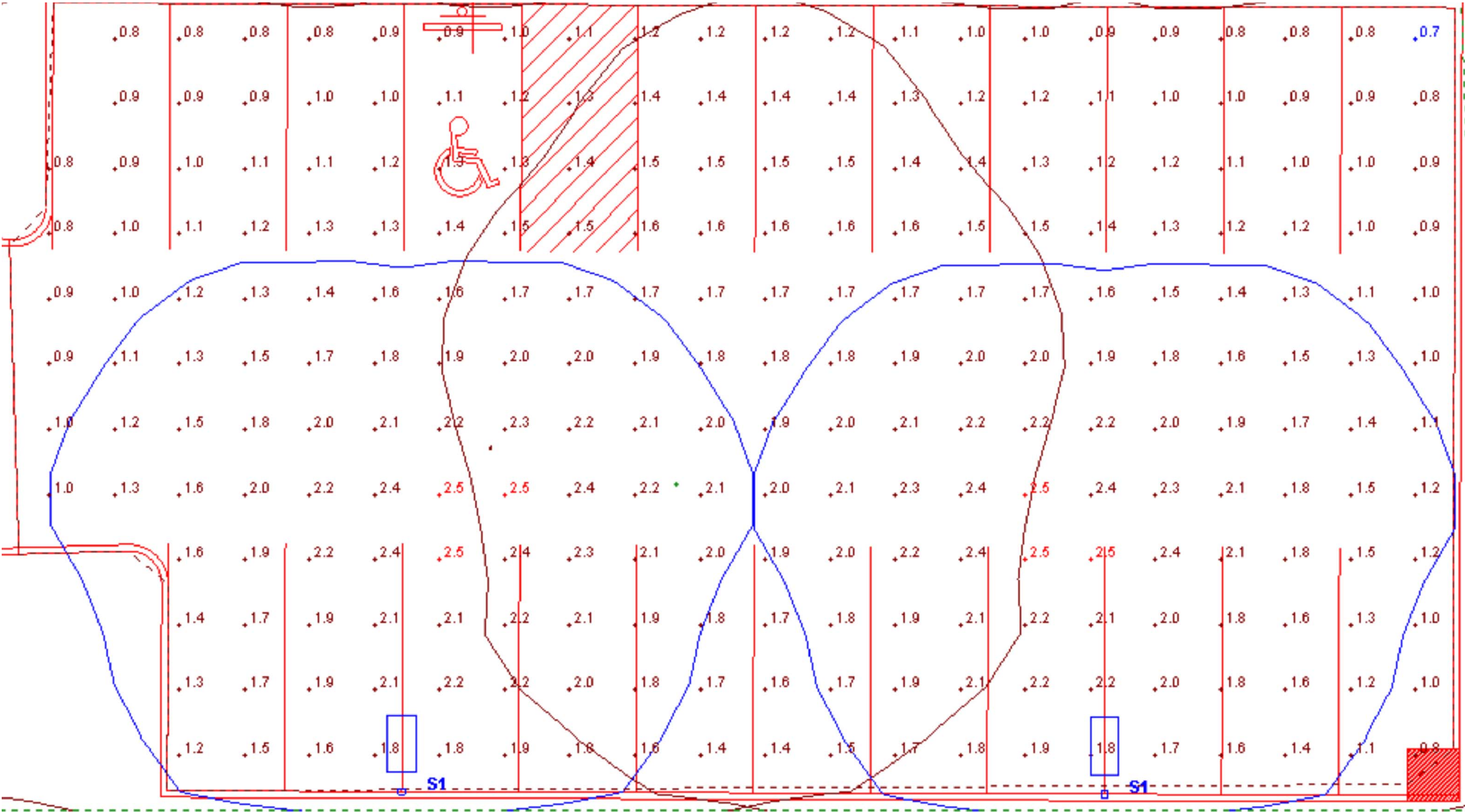
Tenon O.D.	Single Unit	2 at 180°	2 at 90°	3 at 120°	3 at 90°	4 at 90°
2-3/8"	AST20-190	AST20-280	AST20-290	AST20-320	AST20-390	AST20-490
2-7/8"	AST25-190	AST25-280	AST25-290	AST25-320	AST25-390	AST25-490
4"	AST35-190	AST35-280	AST35-290	AST35-320	AST35-390	AST35-490

NOTES

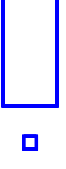
- 30 LEDs (30C option) and rotated options (L90 or R90) only available together.
- 1000mA is not available with AMBPC.
- AMBPC only available with 530mA or 700mA.
- MVOLT driver operates on any line voltage from 120-277V (50/60 Hz). Specify 120, 208, 240 or 277 options only when ordering with fusing (SF, DF options).
- Not available with single-board, 530 mA product (20C 530 or 30C 530). Not available with DCR, BL30, or BL50.
- Available as a separate combination accessory: PUMBA (finish) U.
- Must be ordered as a separate accessory; see Accessories information. For use with 2-3/8" mast arm (not included).
- Photocell ordered and shipped as a separate line item from Acuity Brands Controls. See accessories.
- DMG option for 347v or 480v requires 1000mA.
- Specifies a ROAM[®] enabled luminaire with 0-10V dimming capability; PER option required. Not available with 347 or 480V. Additional hardware and services required for ROAM[®] deployment; must be purchased separately. Call 1-800-442-6745 or email: sales@roamservices.net. N/A BL30, BL50, PIR, or PIRH.
- PIR specifies the [SensorSwitch SBCR-10-ODP](#) control; PIRH specifies the [SensorSwitch SBCR-6-ODP](#) control; see [Motion Sensor Guide](#) for details. Dimming driver standard. Not available with DCR.
- Requires an additional switched circuit. Dimming driver standard. MVOLT only. Not available with DCR.
- Also available as a separate accessory; see Accessories information. HS and DDL are not available together.
- Single fuse (SF) requires 120, 277 or 347 voltage option. Double fuse (DF) requires 208, 240 or 480 voltage option.
- Requires luminaire to be specified with PER option. Ordered and shipped as a separate line item from Acuity Brands Controls.

For more control options, visit [DCL](#) and [ROAM](#) online.

One Lithonia Way • Conyers, Georgia 30012 • Phone: 800.279.8041 • Fax: 770.918.1209 • www.lithonia.com
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View #2

Luminaire Schedule											
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage
	S1	3	Lithonia Lighting	DSX0 LED 40C 1000 40K TFTM MVOLT HS	DSX0 LED WITH (2) 20 LED LIGHT ENGINE, TYPE TFTM OPTIC, 4000K, @ 1000mA WITH HOUSE SIDE SHIELD	LED	1	DSX0_LED_40C_1000_40K_TF TM_MVOLT_HS .ies	8404,505	0.95	138

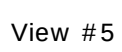
Statistics							
Description	Symbol	Avg	Max	Min	Max / Min	Avg / Min	Avg / Max
PARKING		1.6 fc	2.5 fc	0.7 fc	3.6:1	2.3:1	0.6:1
SPILL LIGHTING		0.2 fc	1.0 fc	0.0 fc	N/A	N/A	0.2:1

Luminaire Schedule											
Symbol	Label	Quantity	Manufacturer	Catalog Number	Description	Lamp	Number Lamps	Filename	Lumens Per Lamp	Light Loss Factor	Wattage
	B	0	Lithonia Lighting	DSXB LED 12C 700 40K ASY	D-SERIES BOLLARD WITH 12 4000K LEDS OPERATED AT 700mA AND ASYMMETRIC DISTRIBUTION	LED	1	DSXB_LED_12C_700_40K_ASY.ies	1588.185	0.95	31
	S1	3	Lithonia Lighting	DSX0 LED 40C 1000 40K TFTM MVOLT HS	DSX0 LED WITH (2) 20 LED LIGHT ENGINE, TYPE TFTM OPTIC, 4000K, @ 1000mA WITH HOUSE SIDE SHIELD	LED	1	DSX0_LED_40C_1000_40K_TFTM_MVOLT_HS.ies	8404.505	0.95	138

Statistics							
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min	Avg/Max
SIDEWALK	+	3.2 fc	13.8 fc	0.3 fc	46.0:1	10.7:1	0.2:1
SPILL LIGHTING	+	0.2 fc	1.0 fc	0.0 fc	N/A	N/A	0.2:1

LAYOUT BASED ON THE FOLLOWING:
20' BUILDING HEIGHT
REFLECTANCE VALUES: 20% ON BLDG
POLE FIXTURES MOUNTED AT 16' AFG
BOLLARDS ARE 3.5' AFG
CALC POINTS TAKEN AT GRADE LEVEL

Disclaimer:
This lighting design is not a professional engineering drawing and is provided for informational purposes only, without warranty as to accuracy, completeness, reliability or otherwise. St. Louis Lighting Group is not responsible for specifying the lighting or illumination requirements for any specific project. It is the obligation of the end-user to consult with a professional engineering advisor to determine whether this lighting design meets the applicable project requirements for lighting system performance, safety, suitability and effectiveness for use in a particular application. End-user environment and application (including, but not limited to, voltage variation and dirt accumulation) can cause actual field performance to differ from the calculated photometric performance represented in this lighting design. In no event will St. Louis Lighting Group be responsible for any loss resulting from any use of this lighting design.



Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min	Avg/Max
PARKING	+	1.6 fc	2.5 fc	0.7 fc	3.6:1	2.3:1	0.6:1
SPIRLL LIGHTING	+	0.2 fc	1.0 fc	0.0 fc	N/A	N/A	0.2:1



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**APPLICATION TO PLANNING AND ZONING COMMISSION
#15-011 FOR TEXT AMENDMENTS TO CHAPTER 400, PLANNING, AND
VARIOUS SECTIONS OF CHAPTER 405, THE ZONING ORDINANCE**

FOR THE MEETING OF: Monday, July 6, 2015

LOCATION: City-wide

REQUEST: The Director of Community Development, on behalf of the City of Creve Coeur has requested several amendments that include a variety of technical corrections and clarifications to Chapter 400, Planning Ordinance, and Chapter 405, Zoning Ordinance. The amendments address changes to the State statutes, correct outdated terminology, delete blind references, add greater precision to vague language and modify notification procedures. No changes to development intensity or use are contemplated in the amendments.

ADDITIONAL INFORMATION: Included in the revisions is a provision for a minimum district size of five acres for residential districts where, previously, the standard had always been assumed. Also included are: a clarification of the level of review for minor site plans; a revision to the regulations controlling satellite dish antennas to comply with state regulations; and an allowance for text amendments to occur without notice in the City's monthly newsletter.

APPLICANT: Paul Langdon
Director of Community Development
City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, MO 63141

REPORT PREPARED BY: Whitney Kelly, AICP, City Planner
June 12, 2015

ATTACHMENTS: Revised Draft Ordinance

Key Issues:

- Are the changes consistent with the purposes of the Zoning Code?
- Are the changes consistent with the purposes of the Comprehensive Plan?

Comp. Plan References

- Goals and Strategies

Zoning Code References

- Chapter 400, Planning
- Chapter 405, Zoning Ordinance

DISCUSSION

Attached hereto is the revised proposed ordinance based upon the June 15th Planning and Zoning Commission's discussion.

Apodments/Micro-apartments (Draft Ordinance Section 3)

Draft Ordinance was revised to match Staff Memo regarding Apodments and Micro-apartments:

FAMILY - One (1) or more persons occupying a dwelling unit and living together as a single non-profit housekeeping unit, sharing one (1) common kitchen facility, but not including group quarters such as dormitories, fraternities, sororities, motels, hotels, rooming houses, or boarding houses, or apodments/micro-apartments..

Minimum Side-yard Setback for B Single-Family Residential District (Draft Ordinance Section 6)

Draft Ordinance was revised to revised to match final proposal set forth in the prior staff report:

E. Dimensional Regulations. The following area and yard regulations apply in the "B" Single-Family Residential District.

3. Yard and setback requirements

c. Minimum side yard for permitted uses. Fifteen (15) feet or fifteen percent (15%) of the lot width, whichever is less. However, for subdivisions approved prior to August 10, 1983, side yard requirements for existing homes in said subdivisions shall remain the same as those shown on the subdivision plat heretofore approved by the City, provided that the square footage of the ground floor of such an existing home within the otherwise applicable minimum side yard area shall not be increased by more than ten percent of such square footage as of August 10, 1983.

Solar Collectors and Satellite Dish Antennas (Draft Ordinance Section 12)

Accessory Uses and Structures Section regarding Solar Collectors and Satellite dish antennas requirements are modified to be consistent with State Law.

Text Amendments Notification

Based upon the discussion of the Planning and Zoning Commission regarding notification of text amendments in the City's Newsletter, Staff has removed the prior proposed changes and will maintain the existing language requiring that all text amendments shall be published in the City Newsletter.

Minor Site Plan Approval (Draft Ordinance Section 15)

Based upon the discussion of the Commission, Staff deleted proposed authority of Zoning Administrator to approve minor site plans. However, Staff is proposing adding a minimum of 500 square feet of impermeable surface, along with the determination of significantly affect the exterior of a building or redevelopment of the site that would prompt a minor site plan and thus Planning and Zoning Commission approval. Any proposed project that is less than 500 square feet of impermeable surface and would not significantly alter the site would not prompt additional review by the Planning and Zoning Commission. To provide a context for this area, would equate to approximately just under three parking spaces (three parking spaces at 9 feet by 19 feet is 513 square feet).

3. Minor site plans shall be required for:
 - a. The expansion of a permitted use;
 - b. Change in use to another permitted use; or
 - c. Any proposed alteration that would add new impermeable surface in excess of 500 square feet or significantly affect the exterior of a building or redevelopment of a site that already contains a building or buildings, provided that any such expansion, change or redevelopment shall not add more than five thousand (5,000) square feet of new impermeable surface to the site. More than one (1) minor site plan may be approved for an individual site, provided that the sum total of the new impermeable surface of all of the minor site plans does not exceed five thousand (5,000) square feet.

MOTION

If the members of the Planning and Zoning Commission are satisfied that the proposed amendments are justified and appropriately worded, the following is an example of an appropriate motion for this application:

“I move to recommend approval of the draft ordinance attached to the staff report on Application #15-011, for various text amendments to Chapters 400 and 405 of the Code of Ordinances of the City of Creve Coeur, Missouri, to address changes to the State statutes, correct outdated terminology, delete blind references, and add greater precision to vague language, as presented on July 6th, 2015.”

APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 3: TRAFFIC CODE

Included and attached by reference. See body of report for specific excerpts.

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE MAKING TECHNICAL CORRECTIONS AND CLARIFICATIONS TO SECTION 355.110 PARKING OF TRAILERS, CHAPTER 400, PLANNING ORDINANCE, AND CHAPTER 405, ZONING ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF CREVE COEUR.

WHEREAS, Chapter 400 of the City Code of Ordinances addresses certain planning matters and Chapter 405 of the City Code of Ordinances addresses zoning matters; and

WHEREAS, changes in state law (2014 HB 1064) require technical corrections to the City's Zoning Ordinance; and

WHEREAS, other technical corrections and clarifications to Section 355.110, Chapter 400 the Planning Ordinance and Chapter 405 the Zoning Ordinance have been identified as necessary; and

WHEREAS, an application by the City of Creve Coeur was submitted for such technical corrections and clarifications to the Planning Ordinance and the Zoning Ordinance; and,

WHEREAS, the Planning and Zoning Commission of the City of Creve Coeur, Missouri has recognized the need for such technical corrections and clarifications as set forth herein, to more effectively implement the goals of the Comprehensive Plan and the purposes of the Planning Ordinance and the Zoning Ordinance; and,

WHEREAS, the Planning and Zoning Commission of the City of Creve Coeur, Missouri, held a public hearing thereon at the Creve Coeur Government Center on June 15, 2015, beginning at 7:00 p.m., or immediately following the close of the previous public hearing; and,

WHEREAS, the Planning and Zoning Commission reviewed and, by a vote of _____ recommended approval of the subject amendments at its meeting on _____; and,

WHEREAS, notice of said public hearing had previously been published at least 15 days prior to the hearing in the St. Louis Countian, a newspaper of general circulation in the City of Creve Coeur and otherwise posted and published in accordance with the Zoning Ordinance; and,

WHEREAS, all persons who presented themselves at said meeting and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public inspection prior to its consideration by the City Council; and the Bill was read by title in open meeting two times before final passage by the City Council; and,

WHEREAS, the City Council being fully informed finds that amending the City Code of Ordinances would be in harmony with and bear a substantial relation to the public welfare, health, safety, comfort and convenience of the citizens of the City of Creve Coeur and in the public interest,

NOW, THEREFORE, be it ordained by the City Council of the City of Creve Coeur, Missouri, as follows:

Section 1: Sections 400.010 and 400.020 are each amended by adding a new subsection C, to read as follows:

C. Any person or entity asserting rights under this section shall have the burden of proving eligibility to the reasonable satisfaction of the Zoning Administrator.

Section 2: Pursuant to HB 1064 (2014), Sections 405.120(67)(definition of Group Home), 405.450, 405.470, and 405.1000 are amended by changing the phrases “mentally retarded” and “mental retardation” respectively to “intellectually disabled” and “intellectual disability”.

Section 3: Definition of “Family” in Section 405.120 Definition of Terms shall be amended as follows:

FAMILY - One (1) or more persons occupying a dwelling unit and living together as a single non-profit housekeeping unit, sharing one (1) common kitchen facility, but not including group quarters such as dormitories, fraternities, sororities, motels, hotels, rooming houses, or boarding houses, or apodments/micro-apartments.

Section 4: Section 405.250 ““A” Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered accordingly:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned “A” Single Family Residential when it is contiguous to such an existing district

Section 5: Section 405.260, “B” Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered according:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned “B” Single Family Residential when it is contiguous to such an existing district.

Section 6: Section 405.260, “B” Single-Family Residential District, subsection E.3.c is amended to read as follows:

3. *Yard and setback requirements*

- c. *Minimum side yard for permitted uses.* Fifteen (15) feet or fifteen percent (15%) of the lot width, whichever is less. However, for subdivisions approved prior to August 10, 1983, side yard requirements for existing homes in said subdivisions shall remain the same as those shown on the subdivision plat heretofore approved by the City, provided that the square footage of the ground floor of such an existing home within the otherwise applicable minimum side yard area shall not be increased by more than ten percent of such square footage as of August 10, 1983.

Section 7: Section 405.270, "C" Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered according:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned "C" Single Family Residential when it is contiguous to such an existing district.

Section 8: Section 405.280, "D" Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered according:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned "D" Single Family Residential when it is contiguous to such an existing district.

Section 9. Section 405.340 "MX" Mixed Use District, subsection E.3.c. Maximum floor area is deleted as follows:

~~Maximum floor area ratio. Sites will be subject to the following maximum floor area ratios (FAR) based on the size of the site:~~

Acreage Range	Maximum FAR
1.00 to 2.99 acres	.2
3.00 to 3.99 acres	.3
4.00 to 4.99 acres	.35
5.00 to 5.99 acres	.4
6.00 to 6.99 acres	.5
7.00 to 7.99 acres	.6
8.00 to 8.99 acres	.8
9.00+ acres	

Section 10. Section 405.350, "Planned Community District", subsection E.3.a., is revised to read as follows:

~~Maximum floor area. No building or structure in SIC Codes 54, 56 or 59~~ the NAICS Sector 44-45 – Retail Trade shall exceed twenty-five thousand (25,000) square feet in floor area.

Section 11. Section 405.370 "CB" Core Business District, subsection E.3.c, is amended to read as follows:

c. Maximum floor area ratio. ~~Class 1 developments shall not exceed a floor area ratio (FAR) of twenty-five hundredths (.25) (one (1) square foot of gross building floor area per four (4) square feet of site area). Class 2 developments shall not exceed a floor area ratio of one (1.0) (one (1) square foot of floor area per square foot of site).~~

Section 12. Section 405.370 "CB" Core Business District, subsection G.1 is amended to read as follows:

Council right, power and authority to review. Notwithstanding anything to the contrary contained in this Code, the City Council will hereby exercise the right, power and authority to review and approve any and all development or redevelopment plans, other than minor site plans, within the following areas:

- a. The area bounded by the City limits on the north, Olive Boulevard on the south, Craig Road on the east and I-270 on the west.
- b. The area bounded by Olive Boulevard on the north, Old Ballas Road on the south and east and I-270 on the west.

Section 13. Section 405.460 "Accessory Uses and Structures", subsection B, items 13, 16 and 17 shall be amended to read as follows:

13. Solar collectors, provided such accessory structures shall not be located in the front yard or along street right of way within the area equivalent to the front yard setback of the applicable zoning district, and shall not exceed a maximum height of six feet or a maximum capacity exceeding the reasonably anticipated needs of the primary use on the site.
16. Satellite dish antennas up to one meter in diameter shall be permitted in the "A", "B", "C", "D" and "AR" Districts, in accordance with the following provisions:
 - a. ~~Dish antennas exceeding twenty-two (22) inches in diameter shall be ground mounted and all associated wiring shall be placed underground.~~
 - b. ~~Dish antennas shall be limited to a maximum of ten (10) feet in diameter. Dishes exceeding three (3) feet in diameter shall require the issuance of a building permit.~~
 - c. ~~All applications for satellite dish antenna building permits must include certification and calculations, signed and sealed by a Missouri registered professional engineer, that the proposed installation complies with the structural standards listed in the Building Code adopted by the City.~~
 - d. ~~Dish antennas exceeding twenty-two (22) inches in diameter shall include screening treatments of at least six (6) feet in height located along the antenna's non-reception window axes and low-level ornamental landscape treatments along the reception window axes of the antenna's base. The screening treatments shall be permanently maintained in good condition and shall provide for effective year-round screening.~~
 - e. ~~Dish antennas shall not be installed on the front portion of the roof or the front wall of any principal building.~~
 - f. ~~There shall be no more than one (1) satellite dish antenna per lot.~~
17. Satellite dish antennas up to two meters in diameter shall be permitted in the "MR", "HE", "PH", "PO", "RO", "MX", "PC", "GC", "CB" and "LI" Districts, in accordance with the following provisions:
 - a. ~~Dish antennas exceeding twenty-two (22) inches in diameter shall be ground mounted, mounted on an antenna structure or roof mounted.~~

- ~~b. Dishes exceeding three (3) feet in diameter shall require the issuance of a building permit. Dishes exceeding ten (10) feet in diameter shall require site development plan approval by the Planning and Zoning Commission.~~
- ~~c. All applications for satellite dish antenna building permits must include certification and calculations, signed and sealed by a Missouri registered professional engineer, that the proposed installation complies with the structural standards listed in the Building Code adopted by the City.~~
- ~~d. Dish antennas exceeding twenty-two (22) inches in diameter which are ground mounted or roof mounted shall include screening treatments of at least six (6) feet in height located along the antenna's non-reception window axes and low-level ornamental landscape treatments along the reception window axes of the antenna's base. The screening treatments shall be permanently maintained in good condition and shall provide for effective year-round screening.~~
- ~~e. Dish antennas shall not be installed on the front of any principal building.~~

Section 14: Section 405.820 "Required Off-Street Parking Spaces", subsection A.7., is revised to read as follows:

If a specific land use is not included in the list of uses for which parking space requirements are specifically listed, then the required parking for that use shall be determined by using the required parking for the most similar use that is specifically listed. ~~two (2)-digit Standard Industrial Classification (SIC) Code~~

Section 15: Section 405.1080, Site Concept, Site Development and Minor Site Plan Approval, is amended to read as follows:

A. Purpose And Intent. The purpose of the site concept, site development plan and minor site plan approval procedures is to enable the City to consider potential impacts upon the area in the vicinity of the property, to ensure consistency with good planning practice and to ensure high standards of site design for the general welfare of the City and its residents.

B. Types Of Site Plans.

1. Site plans shall be divided among site concept plans, site development plans and minor site plans. Within this Section, requirements for site development plans do not apply to site concept plans or minor site plans unless specifically indicated.

2. A site development plan shall be required for:

a. Any conditional use,

b. Any project which includes the development of a parcel of land that contains no buildings or for which the existing buildings are to be removed and a new building or buildings constructed,

c. Any development that is adding more than five thousand (5,000) square feet of new impermeable surface to a site, and

d. Any development which will add less than five thousand (5,000) square feet of new impermeable surface to a site where such site has previously received one (1) or more minor site plan approvals and the sum total of the impermeable surface added and proposed to be added to the site exceeds five thousand (5,000) square feet. ~~A site development plan must be approved by the Planning and Zoning Commission.~~

3. Minor site plans shall be ~~required~~defined as plans for:

a. The expansion of a permitted use;

b. Change in use to another permitted use; or

c. Any proposed alteration that would add new impermeable surface in excess of 500 square feet or significantly affect the exterior of a building or redevelopment of a site that already contains a building or buildings, provided that any such expansion, change or redevelopment shall not add more than five thousand (5,000) square feet of new impermeable surface to the site. More than one (1) minor site plan may be approved for an individual site, provided that the sum total of the new impermeable surface of all of the minor site plans does not exceed five thousand (5,000) square feet. ~~A minor site plan must be approved by the Planning and Zoning Commission.~~

4. If there is any question or ambiguity in these regulations when determining whether a proposed development must file a site development plan or a minor site plan, the applicant shall be required to file a site development plan and follow the procedures pertaining thereto.

C. Application And Submission Requirements, Generally.

1. An application for site concept or site development plan approval or minor site plan approval may be filed by the owner of the property to be developed according to the submitted plan or any person with a financial, contractual or proprietary interest in the property to be developed according to the submitted plan who also submits the owner's consent to the application.

2.2. All applications for site concept or site development plan approval or minor site plan shall be filed in the office of the Zoning Administrator in both paper format and electronic format in a commonly used medium such as diskette or CD-ROM and in a format that can be read by a word processing program used by the Zoning Administrator. The filing party shall certify that the electronic copy has been scanned for viruses and that it is virus-free. An application ~~for site development plan approval~~ shall contain information as prescribed herein as well as such additional information as the Planning and Zoning Commission may prescribe by administrative regulations. ~~An application for site concept plan approval shall contain the information as prescribed in items (a) and (b) as well as the information required by Section 405.1080(D), as well as such additional information as the Commission may prescribe by administrative regulations.~~

a. All applications shall be signed by the applicant and shall state the applicant's name, mailing address, telephone number, and (if available) e-mail address.

b. The site concept or site development plan [or minor site plan](#) shall include all necessary data and drawings in order that the Zoning Administrator can determine whether the proposed use and development complies with the district requirements and that City departments affected by the project may assess the impact of the proposed development on public facilities and services and on the surrounding area.

D. Site Concept Plans. When a site or project greater than ten (10) acres in size or a tract of a different size as required elsewhere in this Chapter provides for the construction of a complex of buildings and site improvements, such as hospital, college or universities, and mixed use developments to be developed over an extended period of time or in multiple phases, a site concept plan shall be submitted for approval by the Planning and Zoning Commission and, if required by the zoning ordinance, the Creve Coeur City Council. This site concept plan shall contain at least the following information:

1. The location of the parcel in relation to all surrounding and adjacent uses, buildings and zoning;
2. The location of the parcel in relation to major arterials and/or highways and any roadways or drives connecting the parcel to those major thoroughfares;
3. The boundaries, dimensions and area of the parcel;
4. The proposed use and development of the parcel including principal and accessory uses;
5. The location and size of each existing structure and building on the parcel;
6. The footprint of each proposed building or structure on the parcel;
7. The height and number of stories of all proposed buildings and structures;
8. The amount of land area covered by all proposed buildings, structures, drives and parking facilities;
9. The ratio of floor area to land area (FAR);
10. Approximate locations of existing and proposed utility easements and stormwater retention areas;
11. Existing and proposed contours at vertical intervals of not more than five (5) feet;
12. Two (2) section profiles through the site showing preliminary building form, existing natural and proposed final grade;
13. Preliminary plan for sanitation and drainage facilities;

14. Drawings shall contain the project name, street names, a scale, north arrow and the date drawn and the scale for all drawings shall be no smaller than one (1) inch equals fifty (50) feet.

A site development plan shall then be submitted with applicable fees and escrow, for each specific building or phase within the project, for review and approval of the appropriate body.

Such site development plan shall be submitted in advance of or in conjunction with an application for a building permit. Of primary importance in the review of a site development plan will be a determination that the plan complies with the site concept plan approved for the total development or project

Either the City of Creve Coeur or the applicant may call for updates to the site concept plan at any time, as conditions or circumstances change.

E. Site Development Plans.

1. For a site development plan to be accepted for review, the following information shall be either placed on the site development plan or on a separate sheet accompanying the plan:

a. All submissions to the City's Planning and Zoning Commission and City Council shall be properly sealed and signed by a licensed architect, professional engineer or land surveyor registered in the State of Missouri pursuant to laws and regulations established by the Missouri Board for Architects, Professional Engineers and Land Surveyors. An original seal, signature and print date shall appear on each page of one (1) original submittal set as evidence that the submitted material was prepared under the direction of a licensed architect, professional engineer or land surveyor. All other submissions shall be copies of the original set.

b. Location map, north arrow and plan scale.

c. Current zoning classification, proposed zoning classification, subdivision name, lot number and zoning of adjacent parcels.

d. Title block including name of proposed project, name, address and phone number of preparers and project applicant or owner.

e. Proposed use of each building and distance from adjacent property lines and required setback lines.

f. The location and size of each building on the site.

g. Legal description of the parcel or lot, the dimensions and area of the lot or site.

h. The height and number of stories of the proposed building or buildings.

i. Building schematic elevations depicting general size, shape and special design elements proposed as well as proposed materials to be used. Include two (2) sections at ninety degrees (90°) from each other through the proposed site and building(s).

j. Location and identification of all easements (existing and proposed).

k. Identification of utilities serving the site, water shed, fire district and school district.

l. Location of existing and proposed sewage treatment, stormwater collection and detention (if applicable) and preliminary stormwater runoff calculations (if applicable) — amount of detention required and provided.

m. Existing and proposed contour lines or elevations based on mean sea level datum.

n. Site coverage data in a percentage form (a ratio of building and paved area to green space).

o. The ratio of floor area to the site area (FAR).

p. The location and number of proposed parking spaces, surface lot or structures, in relation to the applicable parking regulations in Article VII. The layout shall include curb cuts, sidewalks, dimensional driveways and typical parking spaces showing physically disabled parking and accessibility.

q. Location and height of all light poles and trash enclosures.

r. Existing and proposed landscaping including a concept landscape plan as described in Section 405.540 including related site improvements such as walls, berms, fences, street furniture, water features and walkways.

s. Photometric study.

2. The site development plan shall be submitted with the appropriate applications, fees and escrows and shall contain, at a minimum, the information required above. Additional information to be placed on the site development plan beyond the requirements listed above may be requested by authorized departmental representatives of the City of Creve Coeur. Possible additional information includes, but is not limited to, report on project features, anticipated project schedule or phasing schedule, floodplain study and traffic impact study.

~~3. It is the intent that once the Planning and Zoning Commission and/or City Council approves this plan, no further review by them is required. The approved site development plan then is to be utilized by the City staff to determine conformance with all requirements of this plan prior to issuance of a building permit.~~

F. Minor Site Plans. An application for minor site plan approval shall include applicable fees and escrow and a site plan containing the following:

1. All submissions to the City's Planning and Zoning Commission and City Council shall be properly sealed and signed by a licensed architect, professional engineer or land surveyor registered in the State of Missouri pursuant to laws and regulations established by the Missouri Board for Architects, Professional Engineers and Land Surveyors. An original seal, signature and print date shall appear on each page of one (1) original submittal set as evidence that the submitted material was prepared under the direction and control of a licensed architect, professional engineer or land surveyor. All other submissions shall be copies of the original set.

2. Location map, north arrow and plan scale.

3. Current zoning classification, subdivision name, lot number and zoning of adjacent parcels.

4. Title block including name of project, name, address and phone number of preparers and project applicant or owner.

5. Proposed use of any new or expanded building and distance from adjacent property lines and required setback lines.

6. The location and size of each building on the site.

7. Legal description of the parcel or lot, the dimensions and area of the lot or site.

8. The height and number of stories of any proposed building or addition to an existing building.

9. Location and identification of all existing and proposed easements.

10. Proposed changes to contour lines or elevations based on mean sea level datum.

11. Site coverage data in a percentage form (ratio of building and paved area to green space).

12. Floor area ratio (FAR).

13. The number of existing and proposed parking spaces and the location of any proposed parking spaces in relation to the applicable parking regulations in Article **VII** of this Chapter.

14. The layout of any proposed curb cuts, sidewalks, dimensional driveways and typical parking spaces showing physically disabled parking and accessibility. If no changes are proposed to the parking area, this information will not be required.

15. Location and height of all proposed light poles and trash enclosures, if applicable.

16. Existing and proposed landscaping including a concept landscape plan as described in Section 405.540 including related site improvements such as walls, berms, fences, street furniture, water features and walkways.

G. *Review Procedure, Site Concept And Site Development Plans.*

1. A site concept or site development plan shall be submitted with the application for site concept or site development plan approval on a form provided by the Zoning Administrator which shall contain, at a minimum, that information required by any district specific regulations in addition to the application and submission requirements of Section 405.1080. An application for site concept or site development plan approval shall not be accepted by the Zoning Administrator if the application does not comply with all the requirements of this Section and any regulation pursuant thereto or if the required fees and escrows have not been submitted.

2. The Zoning Administrator shall coordinate the review and analysis of the site concept or site development plan application by the City staff including other affected City departments before any final action may be taken ~~by the Planning and Zoning Commission~~ on the application.

3. The Zoning Administrator shall receive the application and determine whether it complies with all applicable submission requirements. Upon an affirmative determination the Zoning Administrator shall promptly: (1) forward the application to the Planning and Zoning Commission, Mayor and City Council, (2) cause notice of the application to be publicly posted in the same manner as Commission meeting agendas, (3) cause a sign regarding the application to be posted on the affected property, and (4) cause the application to be made publicly available on the City website, all at least ten (10) days prior to the date of the meeting of the Planning and Zoning Commission at which the application is first considered. An application shall have been received and determined to be complete by the Zoning Administrator and the coordinated review shall have been completed prior to date of the meeting of the Planning and Zoning Commission in order to be included on the agenda. The Zoning Administrator shall also prepare a staff analysis and report in conjunction with all applications being forwarded to the Planning and Zoning Commission, and shall submit such analysis and report to the Commission, Mayor and City Council in advance of the meeting at which the application is scheduled to be considered, and cause such analysis and report to be made publicly available on the City website in advance of that meeting.

4. In considering any application for approval of a site development plan, the Planning and Zoning Commission and City Council shall consider the following factors:

a. The relationship of proposed uses, functions, sites and buildings within the development tract to each other;

b. The relationship of proposed uses, functions, sites and buildings within the tract to existing land uses and the permitted uses of adjoining tracts in accordance with correct zoning;

c. The provisions and distribution of adequate parking facilities;

d. The provision of proper means of access to and from public roads;

e. The provision of site amenities including landscaping and fences;

f. Applicable design guidelines; and

g. Any other factors relevant to the public health, safety and convenience and general welfare of the residents of the City.

5. After the Planning and Zoning Commission receives the site concept or site development plan application and associated documents, it shall review the application and report it has received from the Zoning Administrator. The Planning and Zoning Commission may then either approve, disapprove or conditionally approve the site concept or site development plan application or forward its recommendation to the City Council if required elsewhere by this Chapter.

6. Once a site development plan, which contains the necessary information required by Section 405.1080, receives approval of the Planning and Zoning Commission, or the City Council if required elsewhere by this Chapter, further review of the final building, construction and site improvement plans by the Planning and Zoning Commission or the City Council will not be required, provided those final plans are consistent with and in substantial compliance with the approved site development plan,

The City staff will review the final plans for consistency with the approved site development plan. Should the City staff, in its judgment, note "substantive changes" as defined in Section 405.120 between the final plans and the approved site development plan, the plans will be referred back to the Planning and Zoning Commission and, if required, the City Council for review and approval of the changes prior to issuance of any construction permits by the City staff.

H. *Review Procedure, Minor Site Development Plans.*

1. A minor site development plan shall be submitted with the application for minor site development plan approval on a form provided by the Zoning Administrator which shall contain, at a minimum, that information required by any district specific regulations in addition to the application and submission requirements of Section 405.1080(F). An application for minor site development plan approval shall not be accepted by the Zoning Administrator if the application does not comply with all the requirements of this Section and any regulation pursuant thereto or if the required fees and escrows have not been submitted.

2. The Zoning Administrator shall coordinate the review and analysis of the minor site plan application by the City staff including other affected City departments before any final action may be taken by ~~the Planning and Zoning Commission~~ on the application.

3. The Zoning Administrator shall receive the application and determine whether it complies with all applicable submission requirements. Upon an affirmative determination the Zoning Administrator shall promptly: (1) forward the application to the Planning and Zoning Commission, Mayor and City Council, (2) cause notice of the application to be publicly posted in the same manner as Commission meeting agendas, (3) cause a sign regarding the application to be posted on the affected property, and (4) cause the

application to be made publicly available on the City website, all at least ten (10) days prior to the date of the meeting of the Planning and Zoning Commission at which the application is first considered. An application shall have been received and determined to be complete by the Zoning Administrator and the coordinated review shall have been completed prior to date of the meeting of the Planning and Zoning Commission in order to be included on the agenda. The Zoning Administrator shall also prepare a staff analysis and report in conjunction with all applications being forwarded to the Planning and Zoning Commission, and shall submit such analysis and report to the Commission, Mayor and City Council in advance of the meeting at which the application is scheduled to be considered, and cause such analysis and report to be made publicly available on the City website in advance of that meeting.

4. After the Planning and Zoning Commission receives the minor site plan application and associated documents, it shall review the application and report it has received from the Zoning Administrator. The Planning and Zoning Commission may then approve, disapprove or conditionally approve the minor site plan.

I. Time Limitations. Any applicable time limitations shall be met, such as those pertaining to proposed wireless communications facilities and support structures under Sections 67.5090, RSMo. et seq. and FCC Declaratory Ruling WT Docket No. 08-165, rel. 11-15-2009.^[1]

[Ord. No. 5381 §7, 7-14-2014]

[1]:

Note: See also 47 U.S.C. 1455, 47 CFR 1.40001, FCC Report and Order, WT Docket No. 13-238 re. 10-21-2014.

J. Conditions And Restrictions.

[Ord. No. 5381 §7, 7-14-2014]

1. In approving a site concept, site development plan or minor site plan application, the Planning and Zoning Commission or City Council may impose conditions and restrictions and may vary the standards and prescribe development standards within the range of such discretion as prescribed elsewhere in this Chapter, so long as the general intent of this Chapter is carried out. In no event, however, shall any permitted use or use regulations be varied so as to make them less restrictive than prescribed in the district regulations contained in Article VI of this Chapter.

2. In its review and approval of a site concept, site development or minor site plan application for any zoning district, the Planning and Zoning Commission or City Council may increase the minimum requirements designated in the applicable sections of this Chapter including, but not limited to, front yard, side yard or rear yard setbacks based upon its review of the individual site's topography, the building's orientation in relationship to street rights-of-way and adjoining properties, the building materials used and the mass and height of the building. The purpose of such increases in the minimum requirements shall be to minimize any adverse impacts of the proposed development on adjoining or nearby properties and the general community.

3. If the Planning and Zoning Commission or City Council imposes conditions or restrictions, it shall designate specific requirements which must be met before an

applicant may be granted final approval of a site development plan or minor site plan and building and occupancy permits.

4. Failure to comply with any of these conditions or restrictions shall constitute a violation of this Chapter punishable as provided in Section **405.1150** of this Chapter.

K. Period Of Validity For Site Concept Plan, Site Development Plan And Minor Site Plan Approval.

[Ord. No. 5381 §7, 7-14-2014]

1. Site concept plans approved by the City of Creve Coeur shall be valid for a period of up to eight (8) years from the date of approval. After the eighth year, a site concept plan will no longer be valid unless an extension is granted as set forth below. The City of Creve Coeur may grant one (1) one-year extension prior to the expiration of the site concept plan upon written request of the applicant submitted to the City at least one hundred eighty (180) days prior to the expiration date and granted prior to the expiration date.

2. Upon such written request for a one-year extension, the Planning and Zoning Commission and City Council, when required, does, however, have the power to disapprove the extension or to attach new conditions to the extension, based upon any change in circumstances or changes in the City's ordinances since the time that the application was originally approved. Where the application for a one-year extension contains changes, which the Zoning Administrator concludes substantially or materially alters the initial application, ~~it shall refer the application to~~ the Zoning Administrator ~~who~~ shall initiate a new site concept plan review procedure as stated in Section **405.1080**.

3. An application to amend an existing site concept plan may be submitted at least one hundred eighty (180) days before the date of expiration and granted prior to the expiration date. The City does, however, have the power to disapprove the application or to attach new conditions to the existing site concept plan, based upon any change in circumstances or changes in the City's ordinances since the time that the application was originally approved. Once the City of Creve Coeur has granted an amendment to an existing site concept plan which has not yet expired, such amended site concept plan is subject to a period of validity no longer than eight (8) years from the date of approval of the amended plan, unless a one-year extension is granted as set forth above. An application to amend an existing site concept plan shall be subject to the same procedures as an original application.

4. No site development plan or minor site plan approval ~~by the Planning and Zoning Commission~~ shall be valid for a period longer than twelve (12) months from the date it is approved, unless within such period a building permit is obtained and substantial construction is commenced. Substantial construction shall be deemed to consist of clearing the site, completion of footings, basement or building slab and inspection of such work. The Planning and Zoning Commission and the City Council, when required, may grant extensions not exceeding twelve (12) months each upon written request of the original applicant prior to the expiration of such period and resubmission of the application if the application as resubmitted is substantially the same as the initially approved application. However, the Commission and the Council, as applicable,

~~have~~ has the power in such cases to attach new conditions to ~~their~~s re-approval or to disapprove the reapplication. Where the application for re-approval contains changes which the ~~Zoning Administrator-Commission~~ concludes materially alter the initial application, ~~it shall refer the application to~~ the Zoning Administrator ~~who~~ shall initiate a new site development plan review procedure as stated in Section **405.1080** or ~~a~~ new minor site plan review procedure as stated in Section **405.1080**.

5. Notwithstanding the foregoing, a site concept plan or site development plan approved for a wireless communications facility or support structure shall not expire.

Section 16. Section 405.1110, Variances and Appeals, is amended to read as follows:

J.3. Procedure. The Board of Adjustment shall notify the officer or the department from whom the appeal is taken. The officer or department shall immediately transmit to the Board of Adjustment all the papers and documents constituting the records of the actions or events which are being appealed. The Zoning Administrator shall receive the appeal and determine whether it complies with all applicable submission requirements. Upon an affirmative determination, the Zoning Administrator shall promptly:

- a. Forward the appeal application to the Board of Adjustment, Mayor and City Council,
- b. Cause notice of the appeal application to be publicly posted at the Government Center in the same manner as Commission meeting agendas,
- c. Cause a sign regarding the appeal application to be posted on the affected property, and
- d. Cause the appeal application to be made publicly available on the City website,

all at least ten (10) days prior to the date of the meeting of the ~~Board of Adjustment~~ Planning and Zoning Commission at which the application is first considered. The Zoning Administrator shall prepare a report describing the circumstances of the application. The Zoning Administrator shall then forward the report and any recommendations or actions of any other City department or agency to the Board of Adjustment, Mayor and City Council in advance of the meeting at which the appeal application is scheduled to be considered, and cause such analysis and report to be made publicly available on the City website in advance of the meeting.

Section 17. The Table of Uses, Table A to the Zoning Code, is amended to delete 321113 Sawmills, 321114 Wood preservation, 493130 Farm product warehousing and storage, 493190 Other warehousing and storage, and 522298 All other non-depository credit intermediation (including pawnshops).

Section 18. The Table of Uses, Table A to the Zoning Code, is amended so that the following items in the "2012 NAICS Title" column read as follows: CC814120 Low-Density Multifamily Residential (up to 6 single family units per acre), CC814130 Medium-Density Multifamily Residential (up to 20 single family units per acre), CC814140 High-Density Multifamily Residential (more than 20 single family units per acre).

Section 19. Section 355.110.A is revised to read as follows:

In addition to the requirements and limitations of Chapter 405, No person shall park nor shall the owner or lessee of a parcel of land permit the parking of any trailer, trailer cab, bus, dump truck, step-up van, boat trailer, utility trailer, motor home, RV vehicle, tent trailer, snowmobile trailer, camping trailer or motorcycle trailer within seventy-five (75) feet of any property line on any parking lot for any store, commercial building or warehouse located in any ~~"B-1" through "B-5" or "HB"~~ zoning district or any lot located in such the HE, PH, PO, RO, MX, PC, GC, CB, LI, or Planned Zoning zoning districts unless a permit therefore shall have been obtained from the Chief of Police, except as follows:

1.
Trailers and other vehicles directly involved in the operations of the store or building.
2.
Trailers and other vehicles which are delivering supplies and materials to the store or business.
3.
Trailers and other vehicles which are being serviced by the store or business as part of their normal operations.
4.
Trailers used for storage during construction provided that such trailers shall be located behind the building unless otherwise approved by the Chief of Police.
5.
Trailers used temporarily for truckload sales provided that such trailers shall not be used for more than seven (7) consecutive days.
6.
Trailers used temporarily by churches and not-for-profit organizations.
7.
Trailers used temporarily at loading docks.
8.
Trailers used for recycling purposes.
9.
Trailers used temporarily during carnivals.

B.

Upon application therefore by the property owner, or the owner's permittee with his/her consent, of a lot or a parcel having a store, commercial building or warehouse located in an HE, PH, PO, RO, MX, PC, GC, CB, LI, or Planned Zoning ~~"B-1" through "B-5" or "HB"~~ zoning district, the Chief of Police may grant, at no cost to the applicant, a renewable ninety (90) day permit authorizing the parking within seventy-five (75) feet of the property lines of such lot or parcel of vehicles whose parking within such area is otherwise prohibited by Subsection **(A)** upon a finding that such parking would not endanger public health or safety or constitute a nuisance to adjoining property or residents thereof or visitors thereto and would be consistent with good planning practices. In making such determination the Chief of Police shall take into consideration the zoning and uses of adjacent properties, giving special attention to any residential uses, public facilities, public access areas, and traffic concerns. In issuing any permit the Chief of Police may impose such conditions and restrictions, including restrictions as to areas in which parking is permitted and screening requirements, as may be appropriate in light of the various factors considered.

C.

When parking of vehicles is permitted or authorized under provisions of Subsection **(A)**, such vehicles shall be parked only on an approved surface of concrete or asphalt.

Section 20. This ordinance shall become effective in accordance with Section 3.11 (g) of the City Charter.

ADOPTED THIS ____ DAY OF _____, 2015.

DAVID KREUTER
PRESIDENT OF CITY COUNCIL

APPROVED THIS ____ DAY OF _____, 2015

BARRY GLANTZ, MAYOR

ATTEST:

DEBORAH RYAN, CITY CLERK, MPCC



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**APPLICATION TO PLANNING AND ZONING COMMISSION
#15-011 FOR TEXT AMENDMENTS TO CHAPTER 400, PLANNING, AND
VARIOUS SECTIONS OF CHAPTER 405, THE ZONING ORDINANCE**

FOR THE MEETING OF: Monday, July 15, 2015

LOCATION: City-wide

REQUEST: The Director of Community Development, on behalf of the City of Creve Coeur has requested several amendments that include a variety of technical corrections and clarifications to Chapter 400, Planning Ordinance, and Chapter 405, Zoning Ordinance. The amendments address changes to the State statutes, correct outdated terminology, delete blind references, add greater precision to vague language and modify notification procedures. No changes to development intensity or use are contemplated in the amendments.

ADDITIONAL INFORMATION: Included in the revisions is a provision for a minimum district size of five acres for residential districts where, previously, the standard had always been assumed. Also included are: a clarification of the level of review for minor site plans; a revision to the regulations controlling satellite dish antennas to comply with state regulations; and an allowance for text amendments to occur without notice in the City's monthly newsletter.

APPLICANT: Paul Langdon
Director of Community Development
City of Creve Coeur
300 N. New Ballas Road
Creve Coeur, MO 63141

REPORT PREPARED BY: Whitney Kelly, AICP, City Planner
June 12, 2015

ATTACHMENTS: Draft Ordinance

Key Issues:

- Are the changes consistent with the purposes of the Zoning Code?
- Are the changes consistent with the purposes of the Comprehensive Plan?

Comp. Plan References

- Goals and Strategies

Zoning Code References

- Chapter 400, Planning
- Chapter 405, Zoning Ordinance

DISCUSSION

Most of the changes within the attached ordinance are simple clarifications and are self-explanatory. The discussion below will focus on those items that may require additional explanation. However, if the Planning and Zoning Commission members have any questions not covered below, Staff will be available for further elaboration during the meeting.

Apodments/Micro-apartments (Draft Ordinance Section 3)

Apodments are also known as micro-apartments, where a one-room, self-contained living space could share a communal kitchen, communal bathroom/shower, patio and roof garden with other similar units. They are similar in style to a dorm room, and are becoming more popular as an affordable housing option that avoids the designation of multi-family residential by sharing dining facilities. Since the City's definition of family also relies on the sharing of facilities, a concern is that these types of development could be argued to be an allowed use in the Single-Family Districts. Given the disparity of building style and density between apodments and true single-family houses, Staff has requested that apodments be added as a listed exclusion per the following:

FAMILY - One (1) or more persons occupying a dwelling unit and living together as a single non-profit housekeeping unit, sharing one (1) common kitchen facility, but not including group quarters such as dormitories, fraternities, sororities, motels, hotels, rooming houses, or boarding houses, or apodments/micro-apartments.

Minimum Acreage Requirements for Single Family Districts (Draft Ordinance Sections 4,5,7 & 8)

Staff has included a five acre minimum district size to all of the residential zoning districts to be consistent with the minimum district regulations for the commercial districts. Staff has always worked on the assumption that such was already the case, but it was not. This could lead to very small assemblages of land being proposed for up-zoning that are contrary to the established land use patterns and the Comprehensive Plan. The proposed regulations will eliminate any such possibility.

Minimum Side-yard Setback for B Single-Family Residential District (Draft Ordinance Section 6)

The minimum side yard for the B Single-Family Residential District currently allows for a shorter setback for existing homes in older subdivisions (pre-August 10, 1983). The concern that Staff has is how much of the original house must be maintained to allow for the shorter side-yard setback. In many cases, the "new" house is much larger than the prior house and, if located closer than the standard district setback allows, it would seem to violate the Comprehensive Plan goal for low-density residential image and character. On the other hand, if the existing house is completely removed, the owner has the right to build to the maximum extent allowed by the zoning district within the standard setbacks. In other words, this concern is focused on the area between the standard setback and the one shown on the original plat. Therefore, Staff is proposing a maximum percentage that any addition may utilize such regulations to read as follows:

- E. Dimensional Regulations. The following area and yard regulations apply in the "B" Single-Family Residential District.
 - 3. Yard and setback requirements.

- c. Minimum side yard for permitted uses. Fifteen (15) feet or fifteen percent (15%) of the lot width, whichever is less. However, for subdivisions approved prior to August 10, 1983, side yard requirements for existing homes in said subdivisions shall remain the same as those shown on the subdivision plat heretofore approved by the City provided that the square footage of the ground floor portion of such an existing home within the otherwise applicable minimum side yard area shall not be increased by more than ten percent of the square footage within the same portion of the lot as of August 10, 1983.

MX District Maximum Floor Area Ratio (Draft Ordinance Section 9)

Staff is proposing the removal of the various ranges of floor area ratio for the Mixed-Use District. The regulations limiting maximum structure height and maximum site coverage can accomplish similar limitations so the FAR would seem redundant and can be eliminated.

CB District Maximum Floor Area Ratio (Draft Ordinance Section 11)

In the CB District regulations, Class 1 developments are one-half acre to one acre in size and are limited to a FAR of 0.25; Class 2 Developments are one acre or more and are limited to a FAR of 1.0. There are a very limited number of properties remaining within the CB District that are under one acre, and should those redevelop, the purpose of the CB District is to create a more intense urban designed development. Therefore, to further that purpose, Staff recommends eliminating the Class 1 properties altogether, and the FAR be applied to all properties in the CB District.

Text Amendments Notification (Draft Ordinance Section 15)

Currently, the ordinance requires that any text amendment is to be notified within the City's monthly newsletter. Although text amendments could affect the entire City, a direct mailing to all "affected parties" is not feasible. The newsletter provides a means of mailing all households, however, the lead time to get information into the newsletter can be lengthy. The layout and editing are often completed within the first week of the month prior, and printing is occurring by the middle of the prior month for mailing and delivery in time. For example, if an application were to be submitted on June 15th, the public hearing could not occur until the second bi-monthly meeting of the Planning and Zoning in August. Further, if an error or change occurs, the delay is another month rather than two or three weeks. This long lead time can be a hindrance for applicants (who is often the City), especially in light of the City's constant efforts to be timely and efficient in getting applications reviewed. Also, if either the Planning Commission or City Council believes that an item has not been adequately advertised, they can always vote to continue or table the item until it is published in the newsletter. The attached draft ordinance will eliminate the requirement for publication in the newsletter.

Minor Site Plan Approval (Draft Ordinance Section 16)

The Code provides for three levels of review for projects within the City: permit approvals by staff, minor site plans, and site development plans. Generally, the pre-requisites for Staff approval include that the project does not substantially alter the building or site and additional coverage is not created. Minor site plans that are approved by the Planning and Zoning Commission are necessary if there is a substantial alteration to the building or site, and less than 5,000 square-feet of coverage is added. Site development plan approval by the Planning and Zoning Commission or City Council is required for a new building, or if more than 5,000 square feet of coverage is added. Within the CB District, the City Council reviews and approves any and all development or redevelopment plans for the areas from Craig Road to I-270 north of

Olive Boulevard and Old Ballas Road and 1-270 south of Olive Boulevard thus creating a burdensome process and delays for very small projects in these areas and eliminating the distinction in the review of minor site plans and major redevelopment projects. Staff recommends maintaining the separate level of reviews that are in other areas of the City, in an effort to reduce applicant confusion and be more efficient in project review.

Also in the interest of keeping projects moving forward, Staff is recommending language that clearly provides the Zoning Administrator the authority to grant simple approvals to minor site plans because they have not noted any substantial alterations to the originally approved development.

MOTION

If the members of the Planning and Zoning Commission are satisfied that the proposed amendments are justified and appropriately worded, the following is an example of an appropriate motion for this application:

“I move to recommend approval of the draft ordinance attached to the staff report on Application #15-011, for various text amendments to Chapters 400 and 405 of the Code of Ordinances of the City of Creve Coeur, Missouri, to address changes to the State statutes, correct outdated terminology, delete blind references, add greater precision to vague language and modify notification procedures.”

APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 3: TRAFFIC CODE

Included and attached by reference. See body of report for specific excerpts.

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE MAKING TECHNICAL CORRECTIONS AND CLARIFICATIONS TO SECTION 355.110 PARKING OF TRAILERS, CHAPTER 400, PLANNING ORDINANCE, AND CHAPTER 405, ZONING ORDINANCE, OF THE CODE OF ORDINANCES OF THE CITY OF CREVE COEUR.

WHEREAS, Chapter 400 of the City Code of Ordinances addresses certain planning matters and Chapter 405 of the City Code of Ordinances addresses zoning matters; and

WHEREAS, changes in state law (2014 HB 1064) require technical corrections to the City's Zoning Ordinance; and

WHEREAS, other technical corrections and clarifications to Section 355.110, Chapter 400 the Planning Ordinance and Chapter 405 the Zoning Ordinance have been identified as necessary; and

WHEREAS, an application by the City of Creve Coeur was submitted for such technical corrections and clarifications to the Planning Ordinance and the Zoning Ordinance; and,

WHEREAS, the Planning and Zoning Commission of the City of Creve Coeur, Missouri has recognized the need for such technical corrections and clarifications as set forth herein, to more effectively implement the goals of the Comprehensive Plan and the purposes of the Planning Ordinance and the Zoning Ordinance; and,

WHEREAS, the Planning and Zoning Commission of the City of Creve Coeur, Missouri, held a public hearing thereon at the Creve Coeur Government Center on _____, beginning at 7:00 p.m., or immediately following the close of the previous public hearing; and,

WHEREAS, the Planning and Zoning Commission reviewed and, by a vote of _____ recommended approval of the subject amendments at its meeting on _____; and,

WHEREAS, notice of said public hearing had previously been published at least 15 days prior to the hearing in the St. Louis Countian, a newspaper of general circulation in the City of Creve Coeur and otherwise posted and published in accordance with the Zoning Ordinance; and,

WHEREAS, all persons who presented themselves at said meeting and desiring to be heard were given an opportunity to be heard and a copy of the proposed ordinance has been made available for public inspection prior to its consideration by the City Council; and the Bill was read by title in open meeting two times before final passage by the City Council; and,

WHEREAS, the City Council being fully informed finds that amending the City Code of Ordinances would be in harmony with and bear a substantial relation to the public welfare, health, safety, comfort and convenience of the citizens of the City of Creve Coeur and in the public interest,

NOW, THEREFORE, be it ordained by the City Council of the City of Creve Coeur, Missouri, as follows:

Section 1: Sections 400.010 and 400.020 are each amended by adding a new subsection C, to read as follows:

C. Any person or entity asserting rights under this section shall have the burden of proving eligibility to the reasonable satisfaction of the Zoning Administrator.

Section 2: Pursuant to HB 1064 (2014), Sections 405.120(67)(definition of Group Home), 405.450, 405.470, and 405.1000 are amended by changing the phrases “mentally retarded” and “mental retardation” respectively to “intellectually disabled” and “intellectual disability”.

Section 3: Definition of “Family” in Section 405.120 Definition of Terms shall be amended as follows:

FAMILY - One (1) or more persons occupying a dwelling unit and living together as a single non-profit housekeeping unit, sharing one (1) common kitchen facility, but not including group quarters such as dormitories, fraternities, sororities, motels, hotels, rooming houses, or boarding houses, or apodments.

Section 4: Section 405.250 ““A” Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered accordingly:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned “A” Single Family Residential when it is contiguous to such an existing district

Section 5: Section 405.260, “B” Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered according:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned “B” Single Family Residential when it is contiguous to such an existing district.

Section 6: Section 405.260, “B” Single-Family Residential District, subsection E.3.c is amended to read as follows:

3. *Yard and setback requirements*

- c. *Minimum side yard for permitted uses.* Fifteen (15) feet or fifteen percent (15%) of the lot width, whichever is less. However, for subdivisions approved prior to August 10, 1983, side yard requirements for existing homes in said subdivisions shall remain the same as those shown on the subdivision plat heretofore approved by the City, provided that for such exception to continue to apply the ground floor square footage of the primary structure on the lot shall not exceed the original size of said “existing home” (as of August 10, 1983) by more than 10%.

Section 7: Section 405.270, "C" Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered according:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned "C" Single Family Residential when it is contiguous to such an existing district.

Section 8: Section 405.280, "D" Single-Family Residential District, subsection E. Dimensional Regulations shall be amended to include a new subsection 1 to read as follows, and the remaining subsections shall be renumbered according:

1. Minimum District Size. The minimum district size shall be five (5) acres. Such a district may consist of a single tract of land or two (2) or more contiguous tracts of land that are at least five (5) acres combined. In addition, a tract of land that is less than five (5) acres may be zoned "D" Single Family Residential when it is contiguous to such an existing district.

Section 9. Section 405.340 "MX" Mixed Use District, subsection E.3.c. Maximum floor area is deleted as follows:

~~Maximum floor area ratio. Sites will be subject to the following maximum floor area ratios (FAR) based on the size of the site:~~

Acreage Range	Maximum FAR
1.00 to 2.99 acres	.2
3.00 to 3.99 acres	.3
4.00 to 4.99 acres	.35
5.00 to 5.99 acres	.4
6.00 to 6.99 acres	.5
7.00 to 7.99 acres	.6
8.00 to 8.99 acres	.8
9.00+ acres	

Section 10. Section 405.350, "Planned Community District", subsection E.3.a., is revised to read as follows:

~~Maximum floor area. No building or structure in SIC Codes 54, 56 or 59~~ the NAICS Sector 44-45 – Retail Trade shall exceed twenty-five thousand (25,000) square feet in floor area.

Section 11. Section 405.370 "CB" Core Business District, subsection E.3.c, is amended to read as follows:

c. Maximum floor area ratio. ~~Class 1 developments shall not exceed a floor area ratio (FAR) of twenty-five hundredths (.25) (one (1) square foot of gross building floor area per four (4) square feet of site area). Class 2 developments shall not exceed a floor area ratio of one (1.0) (one (1) square foot of floor area per square foot of site).~~

Section 12. Section 405.370 "CB" Core Business District, subsection G.1 is amended to read as follows:

Council right, power and authority to review. Notwithstanding anything to the contrary contained in this Code, the City Council will hereby exercise the right, power and authority to review and approve any and all development or redevelopment plans, other than minor site plans, within the following areas:

a.

The area bounded by the City limits on the north, Olive Boulevard on the south, Craig Road on the east and I-270 on the west.

b.

The area bounded by Olive Boulevard on the north, Old Ballas Road on the south and east and I-270 on the west.

Section 13. Section 405.460 "Accessory Uses and Structures", subsection B, items 13, 16 and 17 shall be amended to read as follows:

13. Solar collectors, provided such accessory structures shall not be located in the front yard or along street right of way within the area equivalent to the front yard setback of the applicable zoning district, and shall not exceed a maximum height of six feet or a maximum capacity exceeding the reasonably anticipated needs of the primary use on the site.
16. Satellite dish antennas up to one meter in diameter shall be permitted in the "A", "B", "C", "D" and "AR" Districts, in accordance with the following provisions:
 - a. Dish antennas exceeding twenty-two (22) inches in diameter shall be ground mounted and all associated wiring shall be placed underground.
 - b. Dish antennas shall be limited to a maximum of ten (10) feet in diameter. Dishes exceeding three (3) feet in diameter shall require the issuance of a building permit.
 - c. All applications for satellite dish antenna building permits must include certification and calculations, signed and sealed by a Missouri registered professional engineer, that the proposed installation complies with the structural standards listed in the Building Code adopted by the City.
 - d. Dish antennas exceeding twenty-two (22) inches in diameter shall include screening treatments of at least six (6) feet in height located along the antenna's non-reception window axes and low-level ornamental landscape treatments along the reception window axes of the antenna's base. The screening treatments shall be permanently maintained in good condition and shall provide for effective year-round screening.
 - e. Dish antennas shall not be installed on the front portion of the roof or the front wall of any principal building.
 - f. There shall be no more than one (1) satellite dish antenna per lot.

17. Satellite dish antennas up to two meters in diameter shall be permitted in the "MR", "HE", "PH", "PO", "RO", "MX", "PC", "GC", "CB" and "LI" Districts. in accordance with the following provisions:
- a. Dish antennas exceeding twenty-two (22) inches in diameter shall be ground mounted, mounted on an antenna structure or roof mounted.
 - b. Dishes exceeding three (3) feet in diameter shall require the issuance of a building permit. Dishes exceeding ten (10) feet in diameter shall require site development plan approval by the Planning and Zoning Commission.
 - c. All applications for satellite dish antenna building permits must include certification and calculations, signed and sealed by a Missouri registered professional engineer, that the proposed installation complies with the structural standards listed in the Building Code adopted by the City.
 - d. Dish antennas exceeding twenty-two (22) inches in diameter which are ground mounted or roof mounted shall include screening treatments of at least six (6) feet in height located along the antenna's non-reception window axes and low-level ornamental landscape treatments along the reception window axes of the antenna's base. The screening treatments shall be permanently maintained in good condition and shall provide for effective year round screening.
 - e. Dish antennas shall not be installed on the front of any principal building.

Section 14: Section 405.820 "Required Off-Street Parking Spaces", subsection A.7., is revised to read as follows:

If a specific land use is not included in the list of uses for which parking space requirements are specifically listed, then the required parking for that use shall be determined by using the required parking for the most similar use that is specifically listed. ~~two (2) digit Standard Industrial Classification (SIC) Code~~

Section 15: Section 405.1060, Zoning Changes and Text Amendment, subsection D.3 is revised to read as follows:

3. Public hearing. Prior to the Commission making its decision regarding an application, the City Clerk shall set a date for a public hearing before the Commission and publish a public notice as required under Section 405.1120 of this Code and post it on the City website. In the instance of a rezoning application, the City Clerk shall also send written notice of said public hearing to the owners of the subject property and all owners of property located within an area determined by lines drawn parallel to and three hundred (300) feet distant from the boundaries of the property for which a rezoning is sought, stating the nature of the proposed Zoning District Map amendment and advising of the date, time and location of the public hearing. For a text amendment no notice shall be mailed, ~~but notice of the hearing shall also be published in the City newsletter.~~ No application for text amendment or rezoning may be approved until after such hearing is held.

Section 16: Section 405.1080, Site Concept, Site Development and Minor Site Plan Approval, is amended to read as follows:

A. Purpose And Intent. The purpose of the site concept, site development plan and minor site plan approval procedures is to enable the City to consider potential impacts upon the area in the vicinity of the property, to ensure consistency with good planning practice and to ensure high standards of site design for the general welfare of the City and its residents.

B. Types Of Site Plans.

1. Site plans shall be divided among site concept plans, site development plans and minor site plans. Within this Section, requirements for site development plans do not apply to site concept plans or minor site plans unless specifically indicated.

2. A site development plan shall be required for:

a. Any conditional use,

b. Any project which includes the development of a parcel of land that contains no buildings or for which the existing buildings are to be removed and a new building or buildings constructed,

c. Any development that is adding more than five thousand (5,000) square feet of new impermeable surface to a site, and

d. Any development which will add less than five thousand (5,000) square feet of new impermeable surface to a site where such site has previously received one (1) or more minor site plan approvals and the sum total of the impermeable surface added and proposed to be added to the site exceeds five thousand (5,000) square feet. ~~A site development plan must be approved by the Planning and Zoning Commission.~~

3. Minor site plans shall be ~~required~~defined as plans for:

a. The expansion of a permitted use;

b. Change in use to another permitted use; or

c. Any proposed alteration that would add new impermeable surface or significantly affect the exterior of a building or redevelopment of a site that already contains a building or buildings, provided that any such expansion, change or redevelopment shall not add more than five thousand (5,000) square feet of new impermeable surface to the site. More than one (1) minor site plan may be approved for an individual site, provided that the sum total of the new impermeable surface of all of the minor site plans does not exceed five thousand (5,000) square feet. ~~A minor site plan must be approved by the Planning and Zoning Commission.~~

4. If there is any question or ambiguity in these regulations when determining whether a proposed development must file a site development plan or a minor site plan, the

applicant shall be required to file a site development plan and follow the procedures pertaining thereto.

C. Application And Submission Requirements, Generally.

1. An application for site concept or site development plan approval [or minor site plan approval](#) may be filed by the owner of the property to be developed according to the submitted plan or any person with a financial, contractual or proprietary interest in the property to be developed according to the submitted plan who also submits the owner's consent to the application.

2.2. All applications for site concept or site development plan approval [or minor site plan](#) shall be filed in the office of the Zoning Administrator in both paper format and electronic format in a commonly used medium such as diskette or CD-ROM and in a format that can be read by a word processing program used by the Zoning Administrator. The filing party shall certify that the electronic copy has been scanned for viruses and that it is virus-free. An application ~~for site development plan approval~~ shall contain information as prescribed herein as well as such additional information as the Planning and Zoning Commission may prescribe by administrative regulations. ~~An application for site concept plan approval shall contain the information as prescribed in items (a) and (b) as well as the information required by Section 405.1080(D), as well as such additional information as the Commission may prescribe by administrative regulations.~~

a. All applications shall be signed by the applicant and shall state the applicant's name, mailing address, telephone number, and (if available) e-mail address.

b. The site concept or site development plan [or minor site plan](#) shall include all necessary data and drawings in order that the Zoning Administrator can determine whether the proposed use and development complies with the district requirements and that City departments affected by the project may assess the impact of the proposed development on public facilities and services and on the surrounding area.

D. Site Concept Plans. When a site or project greater than ten (10) acres in size or a tract of a different size as required elsewhere in this Chapter provides for the construction of a complex of buildings and site improvements, such as hospital, college or universities, and mixed use developments to be developed over an extended period of time or in multiple phases, a site concept plan shall be submitted for approval by the Planning and Zoning Commission and, if required by the zoning ordinance, the Creve Coeur City Council. This site concept plan shall contain at least the following information:

1. The location of the parcel in relation to all surrounding and adjacent uses, buildings and zoning;

2. The location of the parcel in relation to major arterials and/or highways and any roadways or drives connecting the parcel to those major thoroughfares;

3. The boundaries, dimensions and area of the parcel;

4. The proposed use and development of the parcel including principal and accessory uses;
5. The location and size of each existing structure and building on the parcel;
6. The footprint of each proposed building or structure on the parcel;
7. The height and number of stories of all proposed buildings and structures;
8. The amount of land area covered by all proposed buildings, structures, drives and parking facilities;
9. The ratio of floor area to land area (FAR);
10. Approximate locations of existing and proposed utility easements and stormwater retention areas;
11. Existing and proposed contours at vertical intervals of not more than five (5) feet;
12. Two (2) section profiles through the site showing preliminary building form, existing natural and proposed final grade;
13. Preliminary plan for sanitation and drainage facilities;
14. Drawings shall contain the project name, street names, a scale, north arrow and the date drawn and the scale for all drawings shall be no smaller than one (1) inch equals fifty (50) feet.

A site development plan shall then be submitted with applicable fees and escrow, for each specific building or phase within the project, for review and approval of the appropriate body.

Such site development plan shall be submitted in advance of or in conjunction with an application for a building permit. Of primary importance in the review of a site development plan will be a determination that the plan complies with the site concept plan approved for the total development or project

Either the City of Creve Coeur or the applicant may call for updates to the site concept plan at any time, as conditions or circumstances change.

E. Site Development Plans.

1. For a site development plan to be accepted for review, the following information shall be either placed on the site development plan or on a separate sheet accompanying the plan:

a. All submissions to the City's Planning and Zoning Commission and City Council shall be properly sealed and signed by a licensed architect, professional engineer or land surveyor registered in the State of Missouri pursuant to laws and regulations established by the Missouri Board for Architects, Professional Engineers and Land Surveyors. An original seal, signature and print date shall appear on each page of one (1) original submittal set as evidence that the submitted material was prepared under the direction of a licensed architect, professional engineer or land surveyor. All other submissions shall be copies of the original set.

b. Location map, north arrow and plan scale.

c. Current zoning classification, proposed zoning classification, subdivision name, lot number and zoning of adjacent parcels.

d. Title block including name of proposed project, name, address and phone number of preparers and project applicant or owner.

e. Proposed use of each building and distance from adjacent property lines and required setback lines.

f. The location and size of each building on the site.

g. Legal description of the parcel or lot, the dimensions and area of the lot or site.

h. The height and number of stories of the proposed building or buildings.

i. Building schematic elevations depicting general size, shape and special design elements proposed as well as proposed materials to be used. Include two (2) sections at ninety degrees (90°) from each other through the proposed site and building(s).

j. Location and identification of all easements (existing and proposed).

k. Identification of utilities serving the site, water shed, fire district and school district.

l. Location of existing and proposed sewage treatment, stormwater collection and detention (if applicable) and preliminary stormwater runoff calculations (if applicable) — amount of detention required and provided.

m. Existing and proposed contour lines or elevations based on mean sea level datum.

n. Site coverage data in a percentage form (a ratio of building and paved area to green space).

o. The ratio of floor area to the site area (FAR).

p. The location and number of proposed parking spaces, surface lot or structures, in relation to the applicable parking regulations in Article VII. The layout shall include curb cuts, sidewalks, dimensional driveways and typical parking spaces showing physically disabled parking and accessibility.

q. Location and height of all light poles and trash enclosures.

r. Existing and proposed landscaping including a concept landscape plan as described in Section 405.540 including related site improvements such as walls, berms, fences, street furniture, water features and walkways.

s. Photometric study.

2. The site development plan shall be submitted with the appropriate applications, fees and escrows and shall contain, at a minimum, the information required above. Additional information to be placed on the site development plan beyond the requirements listed above may be requested by authorized departmental representatives of the City of Creve Coeur. Possible additional information includes, but is not limited to, report on project features, anticipated project schedule or phasing schedule, floodplain study and traffic impact study.

~~3. It is the intent that once the Planning and Zoning Commission and/or City Council approves this plan, no further review by them is required. The approved site development plan then is to be utilized by the City staff to determine conformance with all requirements of this plan prior to issuance of a building permit.~~

E. Minor Site Plans. An application for minor site plan approval shall include applicable fees and escrow and a site plan containing the following:

1. All submissions to the City's Planning and Zoning Commission and City Council shall be properly sealed and signed by a licensed architect, professional engineer or land surveyor registered in the State of Missouri pursuant to laws and regulations established by the Missouri Board for Architects, Professional Engineers and Land Surveyors. An original seal, signature and print date shall appear on each page of one (1) original submittal set as evidence that the submitted material was prepared under the direction and control of a licensed architect, professional engineer or land surveyor. All other submissions shall be copies of the original set.

2. Location map, north arrow and plan scale.

3. Current zoning classification, subdivision name, lot number and zoning of adjacent parcels.

4. Title block including name of project, name, address and phone number of preparers and project applicant or owner.

5. Proposed use of any new or expanded building and distance from adjacent property lines and required setback lines.

6. The location and size of each building on the site.

7. Legal description of the parcel or lot, the dimensions and area of the lot or site.

8. The height and number of stories of any proposed building or addition to an existing building.

9. Location and identification of all existing and proposed easements.

10. Proposed changes to contour lines or elevations based on mean sea level datum.

11. Site coverage data in a percentage form (ratio of building and paved area to green space).

12. Floor area ratio (FAR).

13. The number of existing and proposed parking spaces and the location of any proposed parking spaces in relation to the applicable parking regulations in Article VII of this Chapter.

14. The layout of any proposed curb cuts, sidewalks, dimensional driveways and typical parking spaces showing physically disabled parking and accessibility. If no changes are proposed to the parking area, this information will not be required.

15. Location and height of all proposed light poles and trash enclosures, if applicable.

16. Existing and proposed landscaping including a concept landscape plan as described in Section 405.540 including related site improvements such as walls, berms, fences, street furniture, water features and walkways.

G. *Review Procedure, Site Concept And Site Development Plans.*

1. A site concept or site development plan shall be submitted with the application for site concept or site development plan approval on a form provided by the Zoning Administrator which shall contain, at a minimum, that information required by any district specific regulations in addition to the application and submission requirements of Section 405.1080. An application for site concept or site development plan approval shall not be accepted by the Zoning Administrator if the application does not comply with all the requirements of this Section and any regulation pursuant thereto or if the required fees and escrows have not been submitted.

2. The Zoning Administrator shall coordinate the review and analysis of the site concept or site development plan application by the City staff including other affected City departments before any final action may be taken ~~by the Planning and Zoning Commission~~ on the application.

3. The Zoning Administrator shall receive the application and determine whether it complies with all applicable submission requirements. Upon an affirmative determination the Zoning Administrator shall promptly: (1) forward the application to the Planning and Zoning Commission, Mayor and City Council, (2) cause notice of the application to be publicly posted in the same manner as Commission meeting agendas, (3) cause a sign

regarding the application to be posted on the affected property, and (4) cause the application to be made publicly available on the City website, all at least ten (10) days prior to the date of the meeting of the Planning and Zoning Commission at which the application is first considered. An application shall have been received and determined to be complete by the Zoning Administrator and the coordinated review shall have been completed prior to date of the meeting of the Planning and Zoning Commission in order to be included on the agenda. The Zoning Administrator shall also prepare a staff analysis and report in conjunction with all applications being forwarded to the Planning and Zoning Commission, and shall submit such analysis and report to the Commission, Mayor and City Council in advance of the meeting at which the application is scheduled to be considered, and cause such analysis and report to be made publicly available on the City website in advance of that meeting.

4. In considering any application for approval of a site development plan, the Planning and Zoning Commission and City Council shall consider the following factors:

- a. The relationship of proposed uses, functions, sites and buildings within the development tract to each other;
- b. The relationship of proposed uses, functions, sites and buildings within the tract to existing land uses and the permitted uses of adjoining tracts in accordance with correct zoning;
- c. The provisions and distribution of adequate parking facilities;
- d. The provision of proper means of access to and from public roads;
- e. The provision of site amenities including landscaping and fences;
- f. Applicable design guidelines; and
- g. Any other factors relevant to the public health, safety and convenience and general welfare of the residents of the City.

5. After the Planning and Zoning Commission receives the site concept or site development plan application and associated documents, it shall review the application and report it has received from the Zoning Administrator. The Planning and Zoning Commission may then either approve, disapprove or conditionally approve the site concept or site development plan application or forward its recommendation to the City Council if required elsewhere by this Chapter.

6. Once a site development plan, which contains the necessary information required by Section 405.1080, receives approval of the Planning and Zoning Commission, or the City Council if required elsewhere by this Chapter, further review of the final building, construction and site improvement plans by the Planning and Zoning Commission or the City Council will not be required, provided those final plans are consistent with and in substantial compliance with the approved site development plan,

The City staff will review the final plans for consistency with the approved site development plan. Should the City staff, in its judgment, note "substantive changes" as defined in Section 405.120

between the final plans and the approved site development plan, the plans will be referred back to the Planning and Zoning Commission and, if required, the City Council for review and approval of the changes prior to issuance of any construction permits by the City staff.

H. Review Procedure, Minor Site Development Plans.

1. A minor site development plan shall be submitted with the application for minor site development plan approval on a form provided by the Zoning Administrator which shall contain, at a minimum, that information required by any district specific regulations in addition to the application and submission requirements of Section 405.1080(F). An application for minor site development plan approval shall not be accepted by the Zoning Administrator if the application does not comply with all the requirements of this Section and any regulation pursuant thereto or if the required fees and escrows have not been submitted.

2. The Zoning Administrator shall coordinate the review and analysis of the minor site plan application by the City staff including other affected City departments before any final action may be taken by ~~the Planning and Zoning Commission~~ on the application.

3. The Zoning Administrator shall receive the application and determine whether it complies with all applicable submission requirements. Upon an affirmative determination the Zoning Administrator shall promptly either approve the minor site, or if the Zoning Administrator determines that he or she recommends any action other than unconditional approval, then: (1) forward the application to the Planning and Zoning Commission, Mayor and City Council, (2) cause notice of the application to be publicly posted in the same manner as Commission meeting agendas, (3) cause a sign regarding the application to be posted on the affected property, and (4) cause the application to be made publicly available on the City website, all at least ten (10) days prior to the date of the meeting of the Planning and Zoning Commission at which the application is first considered. An application shall have been received and determined to be complete by the Zoning Administrator and the coordinated review shall have been completed prior to date of the meeting of the Planning and Zoning Commission in order to be included on the agenda. The Zoning Administrator shall also prepare a staff analysis and report in conjunction with all applications being forwarded to the Planning and Zoning Commission, and shall submit such analysis and report to the Commission, Mayor and City Council in advance of the meeting at which the application is scheduled to be considered, and cause such analysis and report to be made publicly available on the City website in advance of that meeting.

4. After the Planning and Zoning Commission receives the minor site plan application and associated documents, it shall review the application and report it has received from the Zoning Administrator. The Planning and Zoning Commission may then approve, disapprove or conditionally approve the minor site plan.

I. Time Limitations. Any applicable time limitations shall be met, such as those pertaining to proposed wireless communications facilities and support structures under Sections 67.5090, RSMo. et seq. and FCC Declaratory Ruling WT Docket No. 08-165, rel. 11-15-2009.^[1]

[Ord. No. 5381 §7, 7-14-2014]

[1]:

Note: See also 47 U.S.C. 1455, 47 CFR 1.40001, FCC Report and Order, WT Docket No. 13-238 re. 10-21-2014.

J. Conditions And Restrictions.

[Ord. No. 5381 §7, 7-14-2014]

1. In approving a site concept, site development plan or minor site plan application, the Planning and Zoning Commission ~~or City Council~~ may impose conditions and restrictions and may vary the standards and prescribe development standards within the range of such discretion as prescribed elsewhere in this Chapter, so long as the general intent of this Chapter is carried out. In no event, however, shall any permitted use or use regulations be varied so as to make them less restrictive than prescribed in the district regulations contained in Article VI of this Chapter.

2. In its review and approval of a site concept, site development or minor site plan application for any zoning district, the Planning and Zoning Commission ~~or City Council~~ may increase the minimum requirements designated in the applicable sections of this Chapter including, but not limited to, front yard, side yard or rear yard setbacks based upon its review of the individual site's topography, the building's orientation in relationship to street rights-of-way and adjoining properties, the building materials used and the mass and height of the building. The purpose of such increases in the minimum requirements ~~shall be~~ to minimize any adverse impacts of the proposed development on adjoining or nearby properties and the general community.

3. If the Planning and Zoning Commission or City Council imposes conditions or restrictions, it shall designate specific requirements which must be met before an applicant may be granted final approval of a site development plan or minor site plan and building and occupancy permits.

4. Failure to comply with any of these conditions or restrictions shall constitute a violation of this Chapter punishable as provided in Section 405.1150 of this Chapter.

K. Period Of Validity For Site Concept Plan, Site Development Plan And Minor Site Plan Approval.

[Ord. No. 5381 §7, 7-14-2014]

1. Site concept plans approved by the City of Creve Coeur shall be valid for a period of up to eight (8) years from the date of approval. After the eighth year, a site concept plan will no longer be valid unless an extension is granted as set forth below. The City of Creve Coeur may grant one (1) one-year extension prior to the expiration of the site concept plan upon written request of the applicant submitted to the City at least one hundred eighty (180) days prior to the expiration date and granted prior to the expiration date.

2. Upon such written request for a one-year extension, the Planning and Zoning Commission and City Council, when required, does, however, have the power to disapprove the extension or to attach new conditions to the extension, based upon any change in circumstances or changes in the City's ordinances since the time that the application was originally approved. Where the application for a one-year extension

contains changes, which the ~~Zoning Administrator~~City concludes substantially or materially alters the initial application, ~~it shall refer the application to~~ the Zoning Administrator ~~who~~ shall initiate a new site concept plan review procedure as stated in Section **405.1080**.

3. An application to amend an existing site concept plan may be submitted at least one hundred eighty (180) days before the date of expiration and granted prior to the expiration date. The City does, however, have the power to disapprove the application or to attach new conditions to the existing site concept plan, based upon any change in circumstances or changes in the City's ordinances since the time that the application was originally approved. Once the City of Creve Coeur has granted an amendment to an existing site concept plan which has not yet expired, such amended site concept plan is subject to a period of validity no longer than eight (8) years from the date of approval of the amended plan, unless a one-year extension is granted as set forth above. An application to amend an existing site concept plan shall be subject to the same procedures as an original application.

4. No site development plan or minor site plan approval ~~by the Planning and Zoning Commission~~ shall be valid for a period longer than twelve (12) months from the date it is approved, unless within such period a building permit is obtained and substantial construction is commenced. Substantial construction shall be deemed to consist of clearing the site, completion of footings, basement or building slab and inspection of such work. The Planning and Zoning Commission and the City Council, when required, may grant extensions not exceeding twelve (12) months each upon written request of the original applicant prior to the expiration of such period and resubmission of the application if the application as resubmitted is substantially the same as the initially approved application. However, the Commission ~~and the Council, as applicable,~~ ~~have~~has the power in such cases to attach new conditions to ~~their~~its re-approval or ~~to~~ disapprove the reapplication. Where the application for re-approval contains changes which the ~~Zoning Administrator-Commission~~ concludes materially alter the initial application, ~~it shall refer the application to~~ the Zoning Administrator ~~who~~ shall initiate a new site development plan review procedure as stated in Section **405.1080** or ~~a~~ new minor site plan review procedure as stated in Section **405.1080**.

5. Notwithstanding the foregoing, a site concept plan or site development plan approved for a wireless communications facility or support structure shall not expire.

Section 17. Section 405.1110, Variances and Appeals, is amended to read as follows:

J.3. Procedure. The Board of Adjustment shall notify the officer or the department from whom the appeal is taken. The officer or department shall immediately transmit to the Board of Adjustment all the papers and documents constituting the records of the actions or events which are being appealed. The Zoning Administrator shall receive the appeal and determine whether it complies with all applicable submission requirements. Upon an affirmative determination, the Zoning Administrator shall promptly:

a. Forward the ~~appeal~~application to the Board of Adjustment, Mayor and City Council,

b. Cause notice of the [appeal application](#) to be publicly posted at the Government Center in the same manner as Commission meeting agendas,

c. Cause a sign regarding the [appeal application](#) to be posted on the affected property, and

d. Cause the [appeal application](#) to be made publicly available on the City website,

all at least ten (10) days prior to the date of the meeting of the [Board of Adjustment Planning and Zoning Commission](#)

at which the application is first considered. The Zoning Administrator shall prepare a report describing the circumstances of the application. The Zoning Administrator shall then forward the report and any recommendations or actions of any other City department or agency to the Board of Adjustment, Mayor and City Council in advance of the meeting at which the [appeal application](#) is scheduled to be considered, and cause such analysis and report to be made publicly available on the City website in advance of the meeting.

Section 18. The Table of Uses, Table A to the Zoning Code, is amended to delete 321113 Sawmills, 321114 Wood preservation, 493130 Farm product warehousing and storage, 493190 Other warehousing and storage, and 522298 All other non-depository credit intermediation (including pawnshops).

Section 19. The Table of Uses, Table A to the Zoning Code, is amended so that the following items in the "2012 NAICS Title" column read as follows: CC814120 Low-Density Multifamily Residential (up to 6 single family units per acre), CC814130 Medium-Density Multifamily Residential (up to 20 single family units per acre), CC814140 High-Density Multifamily Residential (more than 20 single family units per acre).

Section 20. Section 355.110.A is revised to read as follows:

[In addition to the requirements and limitations of Chapter 405](#), No person shall park nor shall the owner or lessee of a parcel of land permit the parking of any trailer, trailer cab, bus, dump truck, step-up van, boat trailer, utility trailer, motor home, RV vehicle, tent trailer, snowmobile trailer, camping trailer or motorcycle trailer within seventy-five (75) feet of any property line on any parking lot for any store, commercial building or warehouse located in any ["B-1" through "B-5" or "HB"](#) zoning district or any lot located in [such the HE, PH, PO, RO, MX, PC, GC, CB, LI, or Planned Zoning](#) zoning districts unless a permit therefore shall have been obtained from the Chief of Police, except as follows:

1.
Trailers and other vehicles directly involved in the operations of the store or building.
2.
Trailers and other vehicles which are delivering supplies and materials to the store or business.
3.
Trailers and other vehicles which are being serviced by the store or business as part of their normal operations.
4.
Trailers used for storage during construction provided that such trailers shall be located behind the building unless otherwise approved by the Chief of Police.
- 5.

Trailers used temporarily for truckload sales provided that such trailers shall not be used for more than seven (7) consecutive days.

6.

Trailers used temporarily by churches and not-for-profit organizations.

7.

Trailers used temporarily at loading docks.

8.

Trailers used for recycling purposes.

9.

Trailers used temporarily during carnivals.

B.

Upon application therefore by the property owner, or the owner's permittee with his/her consent, of a lot or a parcel having a store, commercial building or warehouse located in an HE, PH, PO, RO, MX, PC, GC, CB, LI, or Planned Zoning ~~"B-1" through "B-5" or "HB"~~ zoning district, the Chief of Police may grant, at no cost to the applicant, a renewable ninety (90) day permit authorizing the parking within seventy-five (75) feet of the property lines of such lot or parcel of vehicles whose parking within such area is otherwise prohibited by Subsection **(A)** upon a finding that such parking would not endanger public health or safety or constitute a nuisance to adjoining property or residents thereof or visitors thereto and would be consistent with good planning practices. In making such determination the Chief of Police shall take into consideration the zoning and uses of adjacent properties, giving special attention to any residential uses, public facilities, public access areas, and traffic concerns. In issuing any permit the Chief of Police may impose such conditions and restrictions, including restrictions as to areas in which parking is permitted and screening requirements, as may be appropriate in light of the various factors considered.

C.

When parking of vehicles is permitted or authorized under provisions of Subsection **(A)**, such vehicles shall be parked only on an approved surface of concrete or asphalt.

Section 21. This ordinance shall become effective in accordance with Section 3.11 (g) of the City Charter.

ADOPTED THIS ____ DAY OF _____, 2015.

DAVID KREUTER
PRESIDENT OF CITY COUNCIL

APPROVED THIS ____ DAY OF _____, 2015

BARRY GLANTZ, MAYOR

ATTEST:

DEBORAH RYAN, CITY CLERK, MPCC

Attachment: Zoning Correction Ordinance 06112015 (1398 : Zoning Corrections Text Amendment)

Langdon. Paul

From: L R [lrezny@hotmail.com]
Sent: Monday, June 15, 2015 5:33 PM
To: planningandzoning; Langdon. Paul; Mayor-Council
Subject: "Housekeeping" Zoning changes

Some of the proposed changes are indeed only "housekeeping", but others are potentially much more important than that.

One section drops publishing changes in the Zoning ordinance in the newsletter. Another section deals with what the staff decides and what has to go to the Commission or the Council. This comes at the same time when the City is losing Paul Langdon as Director of Community Development. The changes would put more decisions in the hands of the Planning Staff at a time when institutional knowledge is being lost. There are reasons the Commission and the Council have these responsibilities and now is certainly not the time to give more power to a new and untested director.

Section 15 on page 5 drops the requirement to inform residents in the Newsletter about Hearings involving Zoning rules changes. Currently if the City wants to amend the Zoning Code, they have to publish the change and the Hearing date in the Newsletter. Dropping that Newsletter notification means important changes could be made before many people had the opportunity to know about it and attend the hearing. According to the opinion poll, the newsletter is widely read.

Website notification exists, but a sizable minority of residents are not that tech savvy. Those who are up-to-date technologically have enough to do keeping up with email and social media and don't to check the website before each meeting. Changing the zoning rules is not a frequent occurrence and can be of great import to others besides a developer. If a developer or the City wants to change the zoning rule for ALL of Creve Coeur they should expect it might take a bit longer to accomplish than a changing the zoning for a parcel. If you want to shorten the lag time, move the deadline for submitting the material to the printer closer to the printing date and the printing date closer to the mailing date.

2) Section 16 on page 6 makes changes and "clarifications" about which what Planning and Zoning staff can do without consulting the Planning and Zoning Commission (the appointed voting body) or the Council (the elected voting body). For example, "Minor" changes would be in the hands of staff. These minor changes are not changes the color of the building or the landscaping, they are

Expansion, Change of use, and additions to building or paving less than 5,000 sq ft. As an example, adding a 49 by 100 ft area to a building or adding that much paving is by definition "minor", but is not minor to the neighbors or the environment. Either leave things the way they are OR change the definition of "minor". Other parts of this section, for example J on page 14, leave decisions at the Planning Commission, cutting out review by the elected Council. These are not places to cede the power of the Council.

The City is constantly balancing the needs of the residents and developers, balancing the need for income or new business with current business and residents, balancing the perception of the residents and the businesses that they are given fair hearing. Balances speed with fairness. To maintain this balance the appointed and elected persons of the Commission and the Council can not relinquish their important powers. Nor should they leave residents out of the loop by dropping the Newsletter notice for Text amendments.

These comments would have been better informed if I had Paul Langdon to consult before the meeting, but I suspected Paul and the rest of the City staff were busy with a farewell afternoon. Paul and I do not always agree, but he has always patiently listened and given pertinent and unbiased answers.

You are losing Paul who helped keep your sense of balance, don't lose the Commission's or the Council's powers that help keep the balance.

(Given the time I sent this, the Commission will not see them before I read them at the meeting)

Langdon. Paul

From: planningandzoning@ci.creve-coeur.mo.us on behalf of PAUL KUTZ [pkutz@sbcglobal.net]
Sent: Monday, June 15, 2015 11:08 AM
To: planningandzoning
Subject: [planningandzoning] Zoning code notification changes {01}

Why the effort drop the requirement to inform residents in the Newsletter about Hearings involving changing to Zoning rules? During the latter years of the terms of Dielman & Haddenhorst there were many contentious meetings resulting from lack of notification of well-kept secret negotiations relative to zoning. The Council has avoided the issues by passing the baton to P&Z. Why does the City want to relive those nasty meetings which resulted from not advertising changes that were being contemplated? A number of concerned citizens and concerned council members worked hard to keep the zoning process transparent.

Does the City desire more TV coverage of protesting citizens? Keep actions transparent and well publicized.

Attachment: Email Received 6-15-2015 (2) (1398 : Zoning Corrections Text Amendment)

Kelly, Whitney

From: Kelly, Whitney
Sent: Wednesday, June 17, 2015 9:49 AM
To: Kelly, Whitney
Subject: FW: Minor Site Plan Approval

From: Robert Kent [<mailto:marcopolo82@att.net>]
Sent: Tuesday, June 16, 2015 4:02 PM
To: "Tim Madden"; Mayor-Council; Perkins, Mark C.
Subject: Minor Site Plan Approval

Mr. Tim Madden
 Chairman,
 Planning & Zoning Commission

Dear Mr. Madden:

We are writing to you in our capacity as Trustees of Greengate Subdivision.

In 1999, Mill Crossing Condominiums were approved with seven buildings contiguous to and immediately west of the Greengate Subdivision. These are three story buildings.

One of the key selling points by the Michelson Organization was that, although the buildings were three stories high the ends of the buildings facing lots 6 to 10 of Greengate would be brick walls with no windows. Guess what, when Building C was constructed, the corners of the buildings were filled out from recessed to full width of the building; six windows were added to each floor and the building was literally moved 50' closer to the Greengate lot line.

The rationale was that only 2% of the building was changed and windows are a common installation and the 50 feet was inconsequential.

I can tell you the five residents of Greengate immediately affected did not see it that way.

The building department issued a permit to Michelson based on the "Minor Site Change"

Greengate asked for and received a " Stop Work Order"

All of this was done as a minor site plan change without a P&Z public notice, notification of adjacent properties, nor a public hearing.

At the subsequent P&Z hearing, Michelson threatened a law suit with substantial daily damage charges if the Stop Work Order was not lifted The City Attorney at the time acknowledged that the City had violated its ordinances by not having a public hearing but in view of the fact that the City had issued a lawful Permit and "Minor Site Change" the City would likely lose the suit and incur substantial financial damage. Therefore, the Stop work order was lifted.

Greengate was left with the option of suing the City but that would not correct the Mill Crossing change.

Based upon this experience, we can only wonder what mischief might occur by mistake or lack of foresight if the P&Z Commission gives up its right to review "Minor Site Changes."

Please record and show that on behalf of the eighteen (18) Creve Coeur residents of Greengate we oppose the change to allow staff to approve "Minor Site Changes" without review and approval of the P&Z Commission, after proper public notice.

Greengate Trustees

Constance Young

John Nester

Robert Kent

Attachment: Email received 6-16-2015 (1398 : Zoning Corrections Text Amendment)

PLANNING AND ZONING COMMISSION PUBLIC HEARING

CITY OF CREVE COEUR, MISSOURI

300 NORTH NEW BALLAS ROAD

MONDAY, JUNE 15, 2015

7:00 P.M.

PUBLIC HEARING #15-011

THOSE IN ATTENDANCE:

Mr. Tim Madden, Chairman
Mr. Tim Carney
Mr. James Faron
Mr. Ken Howard
Ms. Beth Kistner
Mr. Charles Pullium
Mr. Gene Rovak
Mr. Carl Lumley, City Attorney
Mr. Paul Langdon, Director of Community Development
Ms. Whitney Kelly, City Planner
Ms. Jessica Stutte, Administrative Assistant
Ms. Deborah McLaughlin, Recording Secretary

McLaughlin Court Reporting Services, Inc.

Deborah K. McLaughlin, RPR, MO-CCR #314, IL-CSR, KS-CCR
4772 Gatesbury Drive
St. Louis, MO 63128
(314) 487-2259

1 CHAIRMAN MADDEN: That'll move us to new
2 business. It's a public hearing. Application No. 15-0 --
3 excuse me -- No. 15-011, for text amendments to Chapter
4 400, planning and various sections of Chapter 405, the
5 Zoning Ordinance.

6 MR. JOHN KING: Mr. Chairman, may I say
7 something?

8 CHAIRMAN MADDEN: Sure.

9 MR. JOHN KING: First of all, I thank you for
10 the consideration of all that you've given us tonight, and
11 we certainly have a way to go.

12 But what I really would like to tell you is I
13 think you're losing a good man in the City of Creve Coeur.

14 I've dealt with Paul Langdon for, I guess, 20 or
15 25 years, when he was in Maryland Heights and other
16 occasions. And Creve Coeur's loss is somebody else's
17 gain. I think he's done a wonderful job for you.

18 CHAIRMAN MADDEN: Totally agree.

19 Thank you very much.

20 MR. LANGDON: Thank you. Appreciate it.

21 CHAIRMAN MADDEN: I guess you're back up.
22 Unless you want to do it from over there --

23 MR. LANGDON: No.

24 CHAIRMAN MADDEN: -- whichever's easiest.

25 MR. LANGDON: No.

1 CHAIRMAN MADDEN: Anybody that's going to be
2 commenting on this, please come up and be sworn in with
3 Paul. This is a public hearing. I know a couple of you
4 have given me cards so.

5 (The speakers were sworn in by the court
6 reporter.)

7 MR. LANGDON: Once again, Mr. Chairman, Paul
8 Langdon, Director of Community Development for the City of
9 Creve Coeur. Application from the City.

10 From time to time we accumulate changes to the
11 state law, as well as experiences that either we have to
12 recognize in the Zoning Code, or if we find it appropriate
13 to incorporate it in the Zoning Code.

14 And what you have tonight is a proposed
15 amendment that covers some of both.

16 In the cases of the state law changes, I think
17 the wording is fairly clear and simple, and most of those,
18 it's fairly minor.

19 Some of the larger more complicated issues are
20 the ones that come out of our experience in working with
21 the code.

22 So what you have is an ordinance that covers a
23 lot of things. Staff report covers fewer. And what I
24 would like to do, and I apologize, we don't really have
25 nice graphics to look at or anything interesting about

1 this, sort of work down through the ordinance. I'll skip
2 the parts that are really obvious, but at any point if you
3 have a question, please stop me and we'll go over it.

4 There are some items which are more technical in
5 nature relating to state laws, and I may have to refer to
6 Mr. Lumley to elaborate on those, but I think that's
7 really best way to do this, so that we cover the bases.

8 So using the ordinance as our guide. The first
9 one is really an interesting one. This question of -- of
10 apodments, which is a term of art applied to, really,
11 market rate dormitories, is what they really come down to.
12 And they're a way -- they are a way to avoid being
13 considered multifamily housing, even though, in fact,
14 that's largely what they are.

15 They don't fit in with what we consider
16 appropriate housing in single-family areas. They don't
17 even fit in with what we consider appropriate housing in
18 multifamily areas.

19 They're a dormitory. They're a rooming house.
20 They're not what fall into our definition of family --
21 excuse me -- as it applies to a single-family house or a
22 multifamily house.

23 So rather than get into some complex means of
24 trying to limit them, we've simply turned the definition
25 to family, and said there are some versions of housing,

1 which you can argue over how they go up, but we don't
2 really care, we're just saying we know that. They're not
3 what we have in mind.

4 They include dormitories, fraternities,
5 sororities, motel, hotels, rooming houses, boarding
6 houses, and now suggesting that it should say apodments.

7 We should have a -- a -- perhaps a definition of
8 what that means, but I think that anything that follows
9 this model of having a common kitchen, but multiple rooms
10 of unrelated people is -- is really what we're talking
11 about. It's that rooming house or dormitory type of
12 setting.

13 Any questions about what we've done with that?

14 Minimum district size. This is an interesting
15 one because every now and then we discover the code
16 doesn't say what we thought it said.

17 We have always told people, when they called and
18 said can I rezone this piece of property to a certain
19 residential district or commercial district, well, it
20 doesn't meet the minimum. What's that. Well, the
21 exception of GC, that's 5 acres. One of the Planning
22 Zoning business allows 3.5.

23 Well, upon further research, it turns out that's
24 not the case for single-family housing. And I think that
25 it's important that it do say that, because while there's

1 always accusations of spot zoning when things get changed
2 from one district to another, what actually is spot zoning
3 is a lot harder to approve than a G.

4 If you take a 4.5 acre piece of ground in the
5 A Zoning District, and in some cases you can do that with
6 just two lots, but then rezone it to B or C, doesn't
7 necessarily constitute spot zoning. It's still
8 single-family housing. They're still fairly large lots.
9 But you could get more houses out of 4.5 acres out of B or
10 C than you can with A. And it becomes difficult, and
11 while the City might have the discretion to deny it,
12 ultimately it still is a situation that we should avoid in
13 the first place.

14 If we believe that subdivisions are large enough
15 to have a neighborhood feel to them, then anything less
16 than 5 acres really is pretty tough to accomplish without
17 going to very small lots.

18 Yes, you can do it, but very small lots. But in
19 the A District, you don't want that. That's not what the
20 Comprehensive Plan suggests. And in order to be thorough
21 about that standard, we think you should incorporate that
22 into the Zoning Code. 5 acres certainly can make it
23 larger, but, for example, the recently approved
24 subdivision on Conway just meets that mark. And I think
25 that that subdivision is perfectly appropriate. If it

1 were cut down into the B Zoning District, then I think
2 you've got something else altogether.

3 So 5 is sort of a, I think, appropriate number,
4 and you'll see that incorporated into the A, B and C
5 Districts.

6 The B District has an extra trick in it, in that
7 at some point, and I don't know specifically the
8 timeframe, one of the subdivisions were approved with
9 narrow side yards, 7.5 on side yards, which would be too
10 narrow by today's standards.

11 And in response to a lot of problems, there's
12 still Board of Adjustment. A special condition was
13 written in for all of these unique subdivisions wherein
14 you could keep that side yard when you added on to the
15 house or renovated the house.

16 Well, this becomes kind of difficult to
17 reconcile against some of our nonconforming standards when
18 you say you can't expand a nonconforming.

19 Also runs up against, again, the Comprehensive
20 Plan that says we should maintain the open nature of the
21 City as much as possible, the open green spaces. Because
22 when you look at a lot of those pre-1983 subdivisions,
23 which are affected by that section, they tend to be
24 smaller houses and they tend to be the ones that get torn
25 down and replaced with the big houses. And if they're at

1 7.5 feet from the property line or 8 feet from the
2 property line, that's really not the setting that the A,
3 B -- A or B Districts really permitted.

4 So I think that it's -- it may been fine in '83,
5 when they didn't picture the types of houses that are
6 taking place now.

7 So what we would suggest as a reasonable
8 opportunity here for people that have these nonconforming,
9 but not a complete violation of the -- of the open space
10 expectation is that any expansion within that area, that
11 7.5 to what is normal, 15-foot setback, is limited to
12 10 percent. They can renovate. They can make it part of
13 an addition. They can do some subtle alterations. But it
14 doesn't suddenly become this very large wall right there
15 at the property line, have no reason to expect.

16 And, frankly, I think we look at it relative to
17 most of the City. So that's a -- a number that's chosen
18 to try to provide some opportunity, but not an unlimited
19 opportunity. If you feel like it should be more or less,
20 we can do that, but let's say it's a starting point for
21 conversation.

22 And before we lose it, I'm going to stop there
23 and see if any of you want to play with that number.

24 MR. FARON: Question actually about, so we're
25 looking, if there's a tear-down in the -- in B --

1 MR. LANGDON: Uh-huh.

2 MR. FARON: -- you're allowed a 10 percent
3 increase in terms of your ground for square footage.

4 MR. LANGDON: Within that space.

5 MR. FARON: Within that 7.5, say, to 15. So
6 we're looking at, instead of having someone come in and
7 tear down right up to that 7.5 with that brand new home,
8 they're getting by with the pre-1983 standard, and we're
9 going to try to pull that back within a 10 percent
10 increase in ground floor?

11 MR. LANGDON: And then once you went beyond the
12 15 feet, you could make it as large as the FAR and site
13 covered lot.

14 MR. FARON: So if you could go -- I mean if you
15 limited to that ground floor, you can, second floor,
16 whatever, still can be ginormous, but it's going to be
17 controlled on encroachment of your neighbor, per se, in B,
18 pre-1983?

19 MR. LANGDON: Correct.

20 MR. FARON: A lot of our mid-century ranch kind
21 of subdivisions are of that nature?

22 MR. LANGDON: Yes.

23 MR. FARON: Thanks for the clarification on
24 that. Thank you, Paul.

25 MR. CARNEY: I have a question too.

1 What -- what if they're already at the 7.5, and
2 they want to double the size of their house backwards,
3 but, you know, conform to that 7.5, is that affected by
4 this or --

5 MR. LANGDON: When you say go backwards, you
6 mean towards the back of the lot?

7 MR. CARNEY: Say they want to expand their
8 house, but they want to go back, back yard, or not towards
9 the side, can they make a gigantic house, but still have
10 part of it?

11 MR. LANGDON: Yeah, I think you have -- what you
12 have is an L-shaped house. Only 7.5 feet would be the
13 amount in question where that could come up closer to the
14 neighbor, and then once beyond the 15 foot, then you could
15 go back as much as the district.

16 MR. CARNEY: So you could get some funky designs
17 if you do this?

18 MR. LANGDON: Yeah, but I would say most of our
19 houses are not square or rectangular. They're usually --
20 have some irregularity to them, so I don't think it's all
21 that unusual. But it will stop that entire side wall
22 being at 7.5.

23 MS. KISTNER: My -- my perception is that
24 10 percent is probably okay, because that -- that stock of
25 houses, the ground floor square footage tends not to be

1 that great anyway, so you're probably looking at maybe
2 1,000 square feet.

3 MR. LANGDON: Within that setback area,
4 that's -- that's going to be even smaller than that, so
5 10 percent is --

6 MS. KISTNER: So it's 10 percent of the area in
7 that between the 7 and -- okay, not --

8 MR. LANGDON: Yeah.

9 MS. KISTNER: -- not 10 percent of the entire?

10 MR. LANGDON: Correct.

11 MS. KISTNER: Okay. I misunderstood that.

12 So one other question. Is that kind of a
13 one-time only? I mean is it conceivable that somebody
14 could keep, you know, adding another 10 percent, another
15 10 percent?

16 MR. LANGDON: What it does is reference the
17 square footage as of that day --

18 MS. KISTNER: Okay, perfect. That's all I
19 wanted.

20 MR. LANGDON: Well, I mean if they didn't use
21 all the 10 percent, they could keep going up till they
22 did, but --

23 MS. KISTNER: That would be -- Okay.

24 Carl.

25 MR. LUMLEY: Just to clarify one point.

1 The language staff wants on this item is the
2 language in staff report. It doesn't match the ordinance.

3 MR. LANGDON: Oh, yes.

4 MR. LUMLEY: And so may have been looking at --
5 that was the initial version is in the ordinance, but the
6 staff recommendation, we need to catch up to is in the
7 staff report packet on page 82.

8 So if you're looking at the other one, you're
9 questioning --

10 MS. KISTNER: Okay, so this language in the
11 staff report is -- okay.

12 MR. LUMLEY: So when you said incorporate that.

13 MR. LANGDON: We have a motion to incorporate
14 staff report.

15 MR. LUMLEY: Another, I didn't catch before, did
16 you want apodment slash micro apartment as in the staff
17 report, cause the micro apartments not in the ordinance.

18 MR. LANGDON: I think -- I think that probably
19 to avoid debates over what we meant by that, we probably
20 should or just provide the definition of apodment, which
21 does include.

22 MR. LUMLEY: No, I don't want to do that.

23 MR. LANGDON: Okay. Fair enough.

24 MR. FARON: I ask, Paul, that 10 percent, what
25 is that, is that a type of standard or that number, I know

1 you were asking about that, was that just an industry
2 standard for a situation like this or --

3 MR. LANGDON: No, it's, I think that what
4 you're -- what we're trying to do is come up with
5 something that provides some meaningful amount, but that
6 doesn't go to sort of a meaningless amount of discretion.

7 By that I mean if they can -- if we set that
8 percentage very high, well, then the standard really
9 doesn't accomplish what we meant to.

10 Well, they've got so much latitude, and who
11 knows if they'll actually impact the neighbor or not.
12 10 percent, I don't think they will. When you get up to
13 30 or 40, yeah, that can become substantial.

14 What is the magic number there? That's
15 subjective.

16 MR. FARON: Thank you.

17 MR. LANGDON: Moving on. We have a couple minor
18 changes to eliminate old sections of the code that really
19 necessary, class, sizes, classes one and two. We don't
20 have a big problem with converting old houses to offices
21 anymore, so I don't think the code needs to deal with
22 that.

23 Accessory buildings, solar collectors, I only
24 raise that because they're fairly new, and the courts are
25 dealing with this recently, and we're trying to keep it in

1 line with what's expected. Also state law affecting
2 tenants is reflected in the code and what we can and
3 cannot. Those are fairly -- fairly tight standards.

4 We have a little bit, at the section on site
5 plans, a lot of individual changes, and the biggest one
6 relates to the question of what to do in the minor site
7 plan.

8 And right now, the way the code reads is we have
9 really three things that can happen.

10 Somebody proposes some change to a site that's
11 already built, and we look at it and say, well, that's not
12 really a substantial change from what was approved.
13 There's no additional coverage, it's just a small thing.
14 We issue a permit for it and they get it done. If they
15 note that it is a substantial change or there's site
16 coverage increase, they're adding parking or making the
17 building larger, going into green space to do it, then
18 that comes to you all most of the time, and within that
19 one district of the City, it goes also to the City
20 Council.

21 And then you have full site plan, site
22 development plans that must come to you, and site concept
23 plans which also go to City Council.

24 The real issue is when you get to a very small
25 project that technically does have an increase in

1 coverage, but it's still effectively true, and does that
2 still need to come to the Planning Commission.

3 Are there not times when a building permit could
4 be issued, worked on and we keep the project moving, when
5 you have been a little more business friendly, but we
6 haven't done something that is a complete change to the
7 site or a rearrangement of things that is not acceptable
8 to the community.

9 Well, that's really a question of whether or not
10 you trust the staff's judgment. And while, at first
11 blush, this would appear to be suddenly giving us some
12 discretion that we didn't have before, in reality, we've
13 always had it. The only difference was site coverage.

14 The code is very clear that if you have any
15 increase in site coverage, it's a minor site plan, that
16 must be provided to the Planning Commission.

17 Site coverage isn't always an indicator of some
18 major change. Minor site coverage can also be just that,
19 minor. And it doesn't need to come to you all. Doesn't
20 need to slow down a project. Doesn't need to occupy your
21 evening. Doesn't affect anybody negatively.

22 But there is that discretion. There's always
23 been that discretion for staff to determine if something
24 is a substantial change or not.

25 So this certainly isn't anything new. It is a

1 minor expansion of the discretion afforded the staff to
2 say, no, this really hasn't reached minor site plan level,
3 it doesn't need to go to Planning Commission, we can
4 handle that at the staff level.

5 If, however, you feel like that is a bridge too
6 far, then, certainly, we can drop this out. But there's
7 no state law driving this. There's no obligation to do
8 this. This is one of those voluntarily.

9 Any concerns with that?

10 I know you have email communication in front of
11 you that was submitted from the public, and I think
12 they're here this evening to speak to that, so can discuss
13 that more later.

14 MS. KISTNER: Can I ask a couple questions here.

15 Just the -- in trying to read the red line
16 version --

17 MR. LANGDON: Yeah.

18 MS. KISTNER: -- well, blue line in this case.

19 And the staff memo, I still wasn't entirely
20 clear.

21 Would this, first of all, would any change at
22 all to how CD District changes are reviewed?

23 MR. LANGDON: Yes.

24 MS. KISTNER: And the current CD District is
25 that the City Council has to review and approve any and

1 all development and redevelopment plans, but would -- if
2 there are minor -- minor site plans, I'm not sure what
3 that -- what the standard is for CD and whether that would
4 change under this.

5 MR. LANGDON: It would not change most plans,
6 but if we're talking about a more recent plan or minor
7 issues, then, yes, it would just be handled at the staff
8 level rather than come --

9 MR. LUMLEY: Staff or P&Z.

10 MR. LANGDON: Right. Just want to find the
11 actual section.

12 MR. FARON: Section 12. 87, Section 12.

13 MR. LANGDON: So many, I can't keep track of
14 them.

15 MR. LUMLEY: Section 12.

16 MR. LANGDON: Section 12.

17 MR. LUMLEY: The City Council wouldn't have to
18 look at a minor site plan, but then when you look at other
19 changes, if staff feels it's relatively straightforward,
20 they can approve it. If they think it requires conditions
21 of approval or recommending denial, P&Z.

22 MS. KISTNER: And that would be for?

23 MR. LUMLEY: 5,000 square feet.

24 MR. FARON: Does the ordinance even include
25 goods also.

1 MR. LUMLEY: It's already in there. You go
2 to --

3 MR. FARON: I didn't see City Council.

4 MR. LUMLEY: That's just clarifying that the
5 City Council doesn't have to look at it. But when you get
6 to the site plan section it says.

7 MR. FARON: What's that? Is that --

8 MS. KISTNER: I would -- I would find it useful,
9 in order to evaluate this particular one, to see some
10 prior examples of minor site plans that previously would
11 have absolutely required P&Z approval, and would no longer
12 under this, just to get some sense of -- the level of -- I
13 just am not pulling up anything in my head that's helping
14 me.

15 MS. KELLY: The one I can think of that best
16 describes it would be the former Eggleston Eye Care
17 building at 633 -- or 605 Emerson, where the new owners
18 were changing the front canopy and adding new landscaping,
19 and that was a minor site plan that was reviewed at P&Z as
20 well as City Council.

21 I think another good option --

22 MS. KISTNER: City Council.

23 MS. KELLY: Because it was -- it was a
24 redevelopment of the site, and the code requires that
25 all -- all projects within that area require City Council

1 approval.

2 MS. KISTNER: In CD District?

3 MS. KELLY: In the CD District, yeah.

4 I think that's an excellent example of what
5 could just be handled here at P&Z and not going to City
6 Council.

7 I can't remember -- I think also the -- the
8 new -- the shopping center just on Ballas across -- on Rue
9 De La Banque, as well, they were doing facade changes,
10 they weren't adding any space, but it wasn't a change to
11 the building, and also minor site plan was reviewed at
12 P&Z, and also required to go to City Council.

13 That -- that -- whereas, in other areas of the
14 City, that is only just at P&Z review, it would not go to
15 Council.

16 MR. FARON: Because of the district location,
17 basically?

18 MS. KELLY: Correct.

19 MS. KISTNER: My -- I don't know what -- are we
20 at a point discussing or still going?

21 MR. LUMLEY: We should complete the public
22 hearing before you --

23 MS. KISTNER: Yeah.

24 MR. LUMLEY: -- start discussing.

25 MS. KISTNER: Yeah. Okay.

1 MR. LANGDON: Okay. Then moving on.

2 The question of notification.

3 Right now we provide notification and signs
4 boarded out front. If it's a text amendment, we put the
5 sign on City property out front of City Hall. We put it
6 on the website. We advertise it in the newspaper. And
7 we're also required to put it in the newsletter.

8 And at the time that that was brought in, there
9 was a lot of concern that the public was not aware the
10 text amendments were being made, because they were not
11 receiving direct mailing. And we can't afford to send out
12 direct mailing to every household every time a text
13 amendment comes. We do ten to fifteen a year.

14 And the newsletter was there as a thing that we
15 do anyway, so why not just put them in the newsletter.

16 Well, that caused some concern about the
17 timeframe, and the feeling, at the time was, well, you
18 know, it's a text amendment, it's a big deal. We should
19 take the time to make sure the people know.

20 That's fine, except that what goes into making
21 the newsletter is more than I think we realized at the
22 time. And it's become more so over time. And we don't
23 even control a lot of it, it's the printer that controls a
24 lot of it, the printer and mailing house.

25 So, essentially, the newsletter has to be ready

1 to send out two to three weeks ahead of your first meeting
2 every month. So if you meet the first Monday of the
3 month, typically we're done putting the newsletter
4 together two to three weeks ahead of time.

5 So if we have to, and then that comes out
6 roughly the first week in the month. So if we have to
7 have 15 days notice, that means that we have to delay the
8 meeting until the second meeting of the month, or we have
9 to go to the newsletter before, which is, you know,
10 another whole month in advance.

11 The bottom line being you end up with almost
12 sort of double the notice time or the application time,
13 double the application time we have.

14 And when it's a staff-generated text amendment,
15 like this one, that's usually not a problem because at
16 least take time to form and we can see them coming and
17 sort of lining up the schedule for it. That's one thing.

18 We do have certain statutes, and we just had one
19 recently in the City, where that extra month, which is
20 really what it amounts to most of the time becomes really
21 problematic for the commercial property owners. They're
22 trying to accomplish something, whether it's modification
23 of the building that requires a text amendment, whether
24 it's a tenant whose use is not listed in our list of uses,
25 and they want to get it added or -- or some other change,

1 you know, performance standard that they would like
2 modified.

3 To give you a real life example, we have a
4 multi-tenant property owner, and we have lots of those,
5 who wanted a use, which is not currently allowed in their
6 zoning district. And it's fairly debatable on whether or
7 not that use should or should not be allowed, but the
8 point is right now it's not. And it's clearly defined.
9 It's not debatable point. We know exactly what they are
10 and what they -- they're coded as in the NICS, so we
11 really didn't have any latitude to say, well, it is sort
12 of like this though, and that is allowable, we can allow
13 that. No, it's really not a debatable point.

14 So the text amendment was the only -- only
15 option. Well, how long will that take. Well, the
16 newsletter deadline for the upcoming one is past a week
17 ago, the next one will be in four weeks, the deadline of
18 the meeting will be another three weeks after that, so be
19 almost two months before the hearing. Then you got to go
20 to City Council for two meetings after that.

21 So you're looking about two to three months to
22 get one-line text amendment done.

23 No perspective tenant is going to wait that
24 long, if they have other options, and this one didn't and
25 they were lost.

1 That points out that sometimes that taking the
2 extra time has real, and none of the other forms of notice
3 cause that, still use the website, we still use the signs,
4 we still use the newspaper, we're still doing everything
5 we can except relying on the newsletter.

6 If we have the time, will we put it in the
7 newsletter? Sure, we do it now. There's lots of projects
8 that we put in there just for notice sake, so the people
9 know about it.

10 This project tonight, it's not required that it
11 be in the newsletter, but we keep putting it in the
12 newsletter so people know about it. That's just practice
13 though, that's not a requirement.

14 So what we wanted to do is bring it to you all,
15 and ultimately City Council, and say this is, you know,
16 talking about burdensome regulation, this one comes close
17 to it at times for certain circumstances, but it's not a
18 burden that you all are still comfortable with, and if
19 not, then it's simply taken out.

20 I think that most of the time the newsletter
21 notice is not a big deal, it's minor, can be incorporated,
22 it's a nice way to get things out to people, but once in a
23 while it really is a big deal, and it really is something
24 that we do that very few other cities actually require, a
25 lot do it, but very few actually require it. There's no

1 discretion for that.

2 So, you know, it's really -- is it an economic
3 development question? Is it a community character
4 question? It's a public policy. More notice is always
5 good as a matter of public policy. But economic
6 development and your efforts in that regard are also
7 public policy, and you shouldn't have a requirement like
8 this without at least occasionally asking yourself, is it
9 still right for you or is it overkill. So we're giving
10 you that question now.

11 If I were in your shoes, I think I would be
12 inclined to keep it. But for the sake of staff who have
13 to defend it, it's a good opportunity for you all to weigh
14 in and say no. We know we're going to lose some business.
15 We know we're going to irritate some property owners. But
16 we think it's that important.

17 And if you don't feel that way, well, then by
18 all means, we should take it out.

19 MR. ROVAK: And I don't know if this is the time
20 for discussion or do we wait for public comments and
21 then --

22 MR. LUMLEY: We should wait until the public
23 hearing is over.

24 MR. ROVAK: That's okay.

25 MR. LUMLEY: I mean if you have questions,

1 that's different.

2 MR. ROVAK: No, it's not a question, no, I'll
3 wait.

4 MR. LANGDON: I don't know if I have anything
5 else to cover.

6 MS. KISTNER: I have one question for you.

7 MR. LANGDON: Uh-huh.

8 MS. KISTNER: Paul, what would be the cost of a
9 city-wide postcard mailing. Just very roughly, any idea
10 how much that is?

11 MR. LANGDON: I believe the mailing on the --
12 the newsletter, very roughly, is about 5,000 copies, so
13 multiply that by postcard mailing, which is, what, 49
14 cents, 50.

15 MS. KISTNER: Postcard would be less.

16 MR. LUMLEY: Prices just went up.

17 MR. ROVAK: Well, just printing and
18 distributing.

19 MR. LUMLEY: It'd be 33 cents.

20 MR. LANGDON: But then there's printing --

21 MR. ROVAK: Then there's the printing and
22 distributing so.

23 MS. KISTNER: Okay.

24 MR. LANGDON: So, you know, I think you're
25 talking certainly over \$1,000 every time.

1 MS. KISTNER: Okay.

2 CHAIRMAN MADDEN: I don't think you can fit much
3 on a postcard.

4 MR. LANGDON: I'm sorry?

5 CHAIRMAN MADDEN: Say you have a couple things,
6 going to have to be very brief on the back of the
7 postcard.

8 MS. KISTNER: Well, and I just wanted to have
9 that cost in the --

10 MR. LANGDON: Yeah.

11 MS. KISTNER: -- record, but we can discuss it
12 later.

13 MR. LANGDON: And -- and -- and we talked about
14 that when this change was made originally, cause I was
15 here at the time, and that was thought about, well, why
16 don't we just pass that cost through to the applicant.

17 Can certainly do that. Our fees generally are
18 very reasonable compared to other cities, and we do that
19 on purpose. We do look at what others are charging and
20 try not to be on top of the pile there.

21 To throw a \$1,000 or more mailing into every
22 request, I think would put us at the top of the list of
23 expectation for this area.

24 Now, go to the east coast or California, all
25 bets are much more expensive.

1 MR. PULLIUM: What cities around here require
2 that you are aware of?

3 MR. LANGDON: Require?

4 MR. PULLIUM: Require what we require?

5 MR. LANGDON: None that I'm aware of.

6 MR. PULLIUM: Oh.

7 MR. LANGDON: Require -- actually required in
8 the newsletter, as far as I know, we're the only ones that
9 require.

10 Everybody that has a newsletter, I think uses it
11 that way, but their code doesn't specifically say it must
12 be in it, to my knowledge.

13 MR. CARNEY: Do you have any knowledge of if
14 anybody uses more than 300 feet distance from the property
15 for notification?

16 MR. LANGDON: I couldn't tell you off the top of
17 my head to name one, but I believe there are some for
18 certain issues, they extend that range. But I -- that's
19 only my recollection from conversation. I think I've
20 heard other planners say, well, we require 500 feet, 600
21 feet for certain things.

22 The -- the State only requires 185 -- 180, 185,
23 so we're already well beyond what we have to do, but most
24 of these are in the 300-foot range, 2, 3, 400.

25 CHAIRMAN MADDEN: Mr. Faron.

1 MR. FARON: Do respective applicants, I guess,
2 understand that it could be that lengthy of a turnaround,
3 so generally you're getting pushed back from new business
4 to the City, and previous business, or the word on the
5 street is that really need to expect that two to three
6 months away, possibly would have this read twice by
7 Council or --

8 MR. LANGDON: Yeah, I mean we always let
9 applicants know what the timeframe is going to be, and
10 that's part of the initial conversation.

11 Because of -- this is the only thing that has
12 all the other forms of application received much more
13 quickly.

14 And that's the problem, because the word on the
15 street is that things move fast in Creve Coeur. You have
16 to be ready for processing, could very well be faster than
17 you're able to keep up, because they can't turn our
18 drawings fast enough.

19 We're good at it, and we should be proud of
20 that.

21 This is the one thing where we -- we drag our
22 feet on purpose in order to get the section mailing out.
23 And so any time we get into that conversation, there's
24 always, you know, the wide eyes, and, really, you know,
25 why do we have to take that extra month, we're already

1 doing six forms of notice, how much notice do you need.

2 That kind of reaction.

3 So, yes, they always know it before they apply,
4 and, yes, we always get a negative reaction.

5 MS. KISTNER: One -- one more question on that.

6 Did you consider when you were drafting this
7 proposed text amendment, instead of having it either --
8 having it be an option, that hearing would be published in
9 the newsletter or at the option of the applicant, a
10 postcard mailing? So that if time wasn't an issue, or if
11 the actual sequencing was such that the -- that the
12 newsletter was not going to be a delay factor that they
13 don't have to choose it, but if they're in particular
14 hurry, you know, hoping to hold on to a tenant, perhaps
15 the \$2500 mailing would be a preferable option to waiting
16 for the newsletter.

17 So did you consider that?

18 MR. LANGDON: We did talk about it, creating
19 that as an option. There become some concerns in terms of
20 how do we make sure it was done correctly; how do we make
21 sure that they actually did mail it to everybody. If it
22 becomes a, you know, well, you have to show us the mailing
23 list that you used, how do we know it's correct.

24 MS. KISTNER: But we have a newsletter mailing
25 list.

1 MR. LANGDON: Right. And so then we end up
2 doing the mailing, and that becomes the significant burden
3 on staff, if we're actually generating another whole
4 city-wide mailing.

5 So on -- not looking to avoid, but I'm also not
6 looking to --

7 MS. KISTNER: I just mean if a mailing list
8 exists, it can be out there.

9 MR. LANGDON: Yeah.

10 MS. KISTNER: It simply would supply the mailing
11 list, they do --

12 MR. LANGDON: Yeah.

13 MS. KISTNER: -- all the rest of the work.

14 MR. LANGDON: It requires a level of trust that
15 they follow correctly.

16 In other words, when we do the mailing for the
17 newsletters, well, you do have to trust us, I guess, that
18 we're doing it correctly as well. It's -- it's an option.
19 I won't say it's not available.

20 MR. LUMLEY: Just to be clear, because of the
21 validity of the action depends on performing the required
22 notice, you know, it has to be in a format that, you know,
23 somebody files a lawsuit later saying that text change was
24 illegal, we have the evidence to show that the required
25 notice was given, so however it's structured, it has to be

1 done in a way that we would be able to demonstrate,
2 because, otherwise, in theory, somebody could, you know,
3 seven years later come set aside some change that we all
4 thought was change.

5 So I'm pretty sure it is acceptable, just keep
6 that in mind, it was ordered.

7 MS. KISTNER: Okay.

8 MR. CARNEY: Is the newsletter available by
9 email, or do we just mail it to everybody and you can get
10 it by email?

11 MR. FARON: It is on the website.

12 MR. LANGDON: Yeah, it's on the website. I
13 don't know that we email it. It -- I believe the document
14 is probably too large.

15 MR. CARNEY: Could we create a email list for --
16 for these notices, people could sign up and get notices if
17 they wanted to.

18 MR. LUMLEY: We already do that. You can
19 subscribe to follow P&Z.

20 MR. CARNEY: And I think if we publicize that,
21 it could go a long way to tell people here's how you
22 access this information, it won't be in the newsletter.

23 MR. LANGDON: There is the -- yeah. Again, I
24 didn't -- to have it as a legal form of notice, we don't
25 really know who's going to get it for sure or not. Email

1 addresses change. You know, it's voluntarily notice,
2 but --

3 MR. CARNEY: I don't think they should have to
4 go through the packets and whole thing.

5 MR. LANGDON: Right.

6 MR. CARNEY: If we could just send out a brief
7 notice like we do in the newsletter, and say here's what's
8 going on in the next two weeks or whatever.

9 That would be my suggestion.

10 MS. KISTNER: Hear from our public?

11 MR. FARON: Sure.

12 CHAIRMAN MADDEN: Go ahead.

13 MR. LANGDON: That's all the items I have to
14 present.

15 Again, there are lots of little phrase changes
16 all the way through this to clarify or -- or correct.

17 MR. PULLIUM: I have a question.

18 Section 16, Minor Site Plans?

19 MR. LANGDON: Yes.

20 MR. PULLIUM: You want to amend that to state
21 that, "shall be defined as plans for", and then Section C,
22 "Any proposed alteration that would used to be -- or is
23 significantly affect the exterior of a building or
24 redevelopment", and then it goes beyond, and so I think,
25 as it stands, it defines minor site plans as several

1 things.

2 You suggested "shall be required", and that
3 would add "new impermeable surface or", and then goes on
4 "significantly affect the -- the exterior".

5 So you've -- you've added a new level there that
6 didn't exist before, and I just want to know how that's
7 going to impact the residents in terms of requiring
8 something other -- that -- that's not required of them
9 now.

10 MR. LANGDON: Well, the -- where that came from
11 is, actually comes out of the section above, it talks
12 about site development plan and anything that adds 4 to
13 5,000 feet, and so the question was, well, was that a --
14 if it's less than that, then is that a minor site plan or
15 not.

16 So we're trying to say that if you add coverage,
17 it's still defined as a minor site plan. What changes is
18 whether all minor site plans have to be reviewed by P&Z or
19 not. That some can be handled by staff.

20 So the last line of 3C, "Minor site plan must be
21 approved by the Planning & Zoning Commission", that comes
22 out, then it becomes as the staff determination whether it
23 needs to be reviewed by P&Z.

24 But --

25 MR. PULLIUM: Yeah, but you've added a section

1 there, "Adds no permeable surface", and that section
2 didn't exist before, even though -- so it didn't --
3 presumably, there's an insignificant proposed alteration
4 that added, apparently, almost -- well, whatever new and
5 permeable surface, as added, was insignificant, and,
6 therefore, minor site plan would not be required. But
7 here you're saying if it adds any impermeable surface.

8 Isn't that -- aren't we creating a new -- a new
9 section that does require a minor site plan?

10 MR. LUMLEY: We were trying to address, the one
11 situation that kind of triggered it was the building of
12 sport courts, you know, near neighbors, and it wasn't
13 clear that we could review those and make sure that they
14 were -- so that they were building them, and now all of a
15 sudden the neighbors are complaining about the fencing and
16 things like that. We wanted to just make it clear that
17 they had to come in at the front end before they sunk
18 their money into the improvement to make sure that they
19 had laid it out correctly.

20 MR. PULLIUM: Well, and I -- I think all of us
21 are probably sensitive to that or recognize that as an
22 issue because we've certainly seen it here.

23 But what if their -- their new and permeable
24 surface is de minimis, and by de minimis, I mean less than
25 10 square feet --

1 MR. LANGDON: Uh-huh.

2 MR. PULLIUM: -- do we really want someone who's
3 doing something so de minimus come in before, even bring
4 it to staff or be required to bring such a -- that to
5 staff, when they don't have to now, or at least probably
6 don't think they should?

7 A sport court is one thing, that's -- that's
8 half your yard. But if you're talking about, I don't
9 know, something -- maybe you can come up with an example.
10 I don't know.

11 MR. LANGDON: Well, I think --

12 MR. PULLIUM: A concrete pad for my bird feeder,
13 I don't know.

14 MR. LANGDON: Yeah --

15 MS. KISTNER: A pathway. A walkway from your
16 driveway to your house.

17 MR. PULLIUM: Sure. Yeah, I might not want to
18 see.

19 MR. ROVAK: Maybe I'm reading it wrong.

20 I see, first going back up to 2, the full site
21 development plan, it says, even if it's less, but if it
22 brings the total up to 5,000, so that's one situation.

23 Then the minor is still saying brings the
24 total -- more than one -- provided the sum total does not
25 exceed 5,000. So you're still -- you've still got that

1 threshold. You -- and it might be a matter of
2 incrementally getting past that threshold, but still
3 seeing that size.

4 So 10 square feet by itself would not mean
5 anything, but if you pushed everything to, you're staying
6 just under the radar, and you're at 4,990, and now you add
7 50 square feet, now you've -- you've come up for air,
8 you've come to the surface, and you brought it to the --
9 now you're at the attention of something that needs that
10 minor site plan.

11 That's how I --

12 MR. HOWARD: I would ask Carl that question,
13 because as C reads, it says, "Any proposed alteration that
14 would add new and permeable surface or significantly", and
15 then goes on to address how you just mentioned it.

16 So I think that what this does is exactly what
17 Mr. Pullium says, add an extra layer.

18 And I'm just thinking of having redone my
19 driveway, and that's the flatwork, something specifically
20 not been reviewed. But then would I have to come in with
21 plans for the City to make sure that the new driveway was
22 poured in the exact same place as the old driveway
23 because -- running the risks that somebody had some
24 dimensions on record with the City that now we're the same
25 as, you know, same thing.

1 But this word "or" here adds a level.

2 MR. ROVAK: But then goes "Provided that any
3 such expansion", which seems to qualify it.

4 MR. LUMLEY: It's -- it's saying this only
5 applies to less than 5,000 square foot change, so if you
6 go above that amount, you're in the site development --

7 MR. ROVAK: Right.

8 MR. LUMLEY: -- plan.

9 You know, I mean -- I mean Mr. Howard's reading
10 is correct.

11 You could add the word "significant" there if
12 you wanted to. We already had that discretion as to the
13 building exterior, so that staff could say, you know,
14 putting in a bird feeder, don't need to come to City Hall,
15 but --

16 MR. LANGDON: Well, I think also you have to --
17 you have to bear in mind the change that's under H3, for
18 the review procedure for a minor site plan, City
19 Administrator receive the application and determine
20 whether it's compliant. Upon that determination, either
21 approve the minor site plan or if the Zoning Administrator
22 determines that he or she recommends any action other than
23 unconditional approval that it move forward.

24 So if you come in and you show me a diagram of
25 your -- your 10 by 10 concrete pad or whatever, and I look

1 at it and say, well, that's -- that's a minor issue, I can
2 just approve that, then it doesn't come to Planning
3 Commission. It's just done.

4 Now, the other wrinkle in this, and this is the
5 only place where this comes from, and Mr. Howard brings up
6 in example driveways.

7 Right now we don't have any clear permit
8 requirement for a driveway once you have the right of way.
9 You're looking in the right of way, yes, but beyond that,
10 no.

11 The development plan does speak to driveway
12 construction. But I can't tell you how many properties
13 we've run into that are limited site coverage or right at
14 the edge because they've expanded the driveway. We didn't
15 know anything about it.

16 And while we wouldn't have said anything about
17 how they're building it, we could have at least warned
18 them, hey, you're about to blow through your site coverage
19 limit or you're going to put yourself right on the edge,
20 so the next time you come in for anything that requires a
21 permit, the answer is no, because your driveway's too big.
22 And then they start.

23 I'm not kidding, it happens all the time. The
24 driveways that we get in place of permeable pavers. How,
25 many times is it a driveway. It's a circular driveway or

1 it's got a big hammerhead in it, or they've enlarged it
2 for the basketball court because nobody checked it because
3 we had no means to check it.

4 This at least puts an obligation on somebody to
5 check and see if there's a problem. And if there's not,
6 it's not even subject to a permit. None. Move forward.

7 But if there is, you've gotten fair warning, and
8 it if requires a permit, now we can actually get it done.

9 CHAIRMAN MADDEN: Yes, Mr. Howard.

10 MR. HOWARD: I have a question for Mr. Lumley.

11 Back up to minor site plans, shall be and it was
12 defined as plans for, and then so that was -- this was the
13 definition of a minor site plan. The minor site plan
14 without it being capitalized.

15 Is this then defined someplace else, because --

16 MR. LUMLEY: Well, that's --

17 MR. HOWARD: -- this takes -- this was the
18 definition of a minor site plan, but now that's deleted,
19 and it is now required in these situations.

20 So unless a minor site --

21 MR. LUMLEY: We're going to probably need a
22 definition because it just tracks through how do you
23 approve a minor site plan. I mean there's very specific
24 detail about what a minor site plan application must
25 contain.

1 So this is what you need to do, and then there's
2 a section that says, well, what does that application look
3 like, and then there's a section that says approval.

4 So I would -- I'd help clarify the situation to
5 not just define it, but say this is when you need this
6 kind of approval.

7 MR. HOWARD: So then this -- this minor site
8 plan down here is a -- it's not a previously defined term
9 or a condition capitalized?

10 MR. LUMLEY: It's kind of defined by what the
11 application must consist of, which is in F.

12 CHAIRMAN MADDEN: Ms. Kistner.

13 MS. KISTNER: On the, you know, adding in the
14 new permeable surface, I can understand why addressing
15 that makes sense. But would it be helpful to have some
16 kind of basic exclusion, like new and permeable surface
17 over 50 square feet, 60 square feet, 100 square feet?
18 Something that at least made it clear that if you were
19 putting paving stones, you know, walkway, that you were --
20 you didn't even have to go through the process to ask.
21 You put some kind of level on it, and I don't know if 100
22 square feet is too big, but some minimal level.

23 MR. LANGDON: Sure. I mean I think it sort of
24 helps define where we're involved and where we're not is a
25 good thing.

1 So I don't have an issue with that. We were
2 just trying to, you know, create as much discretion as
3 possible, but I understand, and, yeah, so what's the kind
4 of like the 10 percent role, what's the right amount? I
5 don't know. Think in terms of what things actually are.
6 You know is a reasonable patio size 10 by 10 at a minimum,
7 you know, do you want to build less than that kind of
8 thing.

9 So it figures out some perimeters and what you
10 would consider too small to be of interest in the City.

11 You know have a half acre lot, 20,000 square
12 feet, 1 percent being 200 square feet, so, you know, that
13 would be a 1 percent change.

14 So there's -- there's different ways to look at
15 it. Majority of the land in the City is zoned A, it's 1
16 acre lots, so 1 -- 1 percent of that, 400 square feet, to
17 give you a rough estimate.

18 MS. KISTNER: Hear from the public?

19 CHAIRMAN MADDEN: Pardon me?

20 MS. KISTNER: Hear from our --

21 CHAIRMAN MADDEN: Yeah.

22 Are you all done?

23 MR. LANGDON: Yes, sir.

24 CHAIRMAN MADDEN: Everybody?

25 You done too?

1 MR. LANGDON: Yes, sir.

2 CHAIRMAN MADDEN: Okay.

3 Linda Rezny.

4 MS. REZNY: Linda Rezny, 104 Graeser Acres.

5 Some of the proposed changes -- so you -- you
6 all got this, right?

7 CHAIRMAN MADDEN: Uh-huh.

8 MS. REZNY: Okay.

9 And actually you covered some of the stuff
10 that's in here, so I'm going to maybe delete stuff a
11 little bit.

12 Okay. Because some of the -- most changes are
13 housekeeping, but others are potentially much more
14 important than that.

15 And that's -- the one section that dropped the
16 publishing changes in the Zoning Ordinance in the
17 newsletter.

18 And the other section that deals with what the
19 staff decides and what has to go to the Commission or the
20 Council.

21 This comes at the same time the City is losing
22 Paul Langdon as Director of Community Development.

23 The changes would put more decisions in the
24 hands of the planning staff at a time when institutional
25 knowledge is being lost. There are reasons the Commission

1 and the Council have these responsibilities, and now is
2 certainly not the time to give more powers to a new and
3 untested director.

4 Section 15 on page 5 drops the requirement to
5 inform the residents in the newsletter about hearings
6 involving zoning rules changes.

7 Currently if the City wants to amend Zoning
8 Code, they have to publish the change and hearing day in
9 the newsletter, and dropping that newsletter notification
10 means important changes could be made before many people
11 had the opportunity to know about it and attend the
12 hearing. According to the opinion poll, the newsletter is
13 widely read.

14 Website notification exists, but a sizeable
15 minority of residents are not that tech savvy, and there
16 are those who don't have email.

17 Okay. You, of course, all do. But you have a
18 sizeable older-than-me population, and they are not that
19 tech savvy, and those who are up-to-date technologically
20 have enough to do keeping up with email and social media,
21 and don't need to check -- and don't check the website
22 before each meeting.

23 So changing the zoning rules is not a frequent
24 occurrence, and can be of great import to others besides a
25 developer.

1 If a developer or the City wants to change the
2 zoning rule for all of Creve Coeur, they should expect it
3 might take a bit longer than for changing the zoning
4 parcel.

5 If you want to shorten the lag time, move the
6 deadline for submitting the material to the printer closer
7 to the printing date and the printing date closer to the
8 mailing date.

9 And I would add here that there are places where
10 you can walk in and say I want to have this book, at a
11 book store, and they will print the whole book for you
12 right there.

13 If you were running for office, I don't think it
14 would take you that long to come up with new copy and have
15 it mailed out.

16 So push -- push the printer. Okay. That could
17 be done more rapidly.

18 Another option would be to have a section in
19 your newsletter that was an open space or putting in
20 something at the last minute. Okay. And if it -- you
21 would have a -- a -- an optional thing that you could
22 add -- that you could put in there, but it could be pulled
23 and that would be where you would put in something at the
24 last minute.

25 It shouldn't take all this time just to get your

1 newsletter out.

2 Okay. So Section 16 on page 6 makes changes and
3 clarifications about what Planning & Zoning staff can do
4 without consulting the Planning & Zoning Commission, which
5 is the appointed voting body, or the Council, the elected
6 voting body.

7 For example, minor changes would be in the hands
8 of staff. And these minor changes are not the color of
9 the building or the landscaping. They are bigger things
10 like expansion, changes in use in addition to building or
11 paving less than 5,000 square feet, which you were just
12 now talking about.

13 For example, now if you add a 90 by 100 foot
14 area for a building, adding that much paving, that's
15 minor. But minor is to the neighbors or the environment.

16 So I think that some of these things you need to
17 redefine minor as being something really small, instead of
18 saying that things that are actually bigger, but are
19 called minor, are all handled by the City. Okay. You
20 need to redefine minor.

21 And then other parts of this section, for
22 example, J on page 14, are leaving decisions at the
23 Planning Commission, cutting out review by the elected
24 Council. These are also not places to cede the power of
25 the Council.

1 The City is constantly balancing the needs of
2 residents and developers; balancing the need for income or
3 new business with current businesses and residents;
4 balancing the perception of the residents and the
5 businesses that they are given a fair hearing; balances
6 speed with fairness.

7 To maintain these balances, the appointed and
8 elected persons of the Commission and the Council can not
9 relinquish their important powers. Nor should they leave
10 the residents out of the loop by dropping the newsletter
11 notice for text amendments.

12 These comments would been better informed if I
13 had had Paul Langdon to consult before the meeting,
14 because I'm still not clear on how some of these things
15 were worked out.

16 I suspect Paul and the rest of the staff were
17 busy with his farewell afternoon.

18 Paul and I do not always agree, but he has
19 always patiently listened and given pertinent and unbiased
20 answers.

21 You are losing Paul, who keeps your sense of
22 balance. Don't lose the Commission's power or the
23 Commission's power -- no, I'm sorry -- or the Council's
24 powers that help keep the balance.

25 CHAIRMAN MADDEN: Thank you.

1 Joe Levy.

2 MR. LEVY: Hi, Joe Levy, and I live at 1100
3 Dautel Lane.

4 CHAIRMAN MADDEN: Just a minute. I think he
5 needs to fix that so that it will record for you. He
6 just --

7 Could you state your address when you get it
8 back, please.

9 MR. LEVY: Okay.

10 CHAIRMAN MADDEN: Thank you.

11 MR. LEVY: Joe Levy, and I'm at 1100 Dautel
12 Lane.

13 And thank you very much for your service, Paul.

14 I want to take an issue at the -- the amount of
15 time that would be taken for printing. That's quite a
16 long time. I'd say you shouldn't take that long to -- to
17 printing.

18 And the example that you gave for the apartment
19 person, that's not really a fair assessment because its
20 tenant would be gone for -- if he had waited for seven
21 weeks, I don't think that that would have gone -- been
22 still available.

23 So that's -- that's the two things that I wanted
24 to say.

25 The other thing that -- the newsletter makes the

1 Planning Commission more accessible and less opaque.

2 At a time when City government is really being
3 opened to its citizens, you should not lose that one thing
4 that is allowing it to be more open.

5 That's what I have to say.

6 CHAIRMAN MADDEN: Thank you very much.

7 MR. LUMLEY: Mr. Chairman, I offer the following
8 exhibits into the record of this public hearing.

9 Documentation of the City Clerk reflecting the
10 public notice; the staff's report, Ms. Rezny's email of
11 June 15, 2015, and Mr. Kutz' (phonetic) email on the same
12 date, the City Code of Ordinances, the Charter, the City's
13 Comprehensive Plan, the public file regarding this
14 application.

15 CHAIRMAN MADDEN: Okay. That'll close the
16 public hearing.

17 (The public hearing was closed.)
18
19
20
21
22
23
24
25

STATE OF MISSOURI)
) SS
COUNTY OF ST. LOUIS)

I, Deborah K. McLaughlin, Registered Professional Reporter, Missouri Certified Court Reporter, Illinois Certified Shorthand Reporter and Kansas Certified Court Reporter, do hereby certify that I reported the Planning and Zoning Public Hearing stenographically and later reduced to typewriting; and that this is a true and accurate transcript of the public hearing.

_____, RPR, MO-CCR, IL-CSR, KS-CCR
Deborah K. McLaughlin, RPR, MO-CCR, IL-CSR, KS-CCR



city of CREVE COEUR

300 North New Ballas Road • Creve Coeur, Missouri 63141
(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

APPLICATION TO PLANNING AND ZONING COMMISSION #15-016 A MINOR SITE DEVELOPMENT PLAN FOR A FENCE WITHIN THE FRONT-YARD SETBACK ALONG MASON ROAD FOR THE PROPERTY AT 823 COULANGE COURT

FOR MEETING OF: July 6, 2015

SUBJECT PROPERTY LOCATION: 823 Coulange Court, zoned A Single-Family Residential.

REQUEST: Keith Uhrig, of Chesterfield Fence, on behalf of Rahu and Theckla Mehta, homeowners of 823 Coulange Court, has submitted a request for a minor site development plan for an opaque 4-foot tall wood fence along the north property line along Mason Road. The subject property is zoned A Single-Family Residential that has a front yard setback of 50 feet.

ADDITIONAL INFORMATION: The City of Creve Coeur's Zoning Ordinance Section 405.640 (C) *Fences Within The Front Yard Section And Along Street Right-Of-Way* states that no fence shall be located within the front yard setback or along street right-of-way, within the area equivalent to the front yard setback of the applicable zoning district, unless approved by site development plan approval by the Planning and Zoning Commission. City Council action is not required.

Key Issues:

- Does the request further the goals and/or implement the Comprehensive Plan?
- Maintaining open green spaces
- Visual impact along Mason Road.

Comp. Plan References

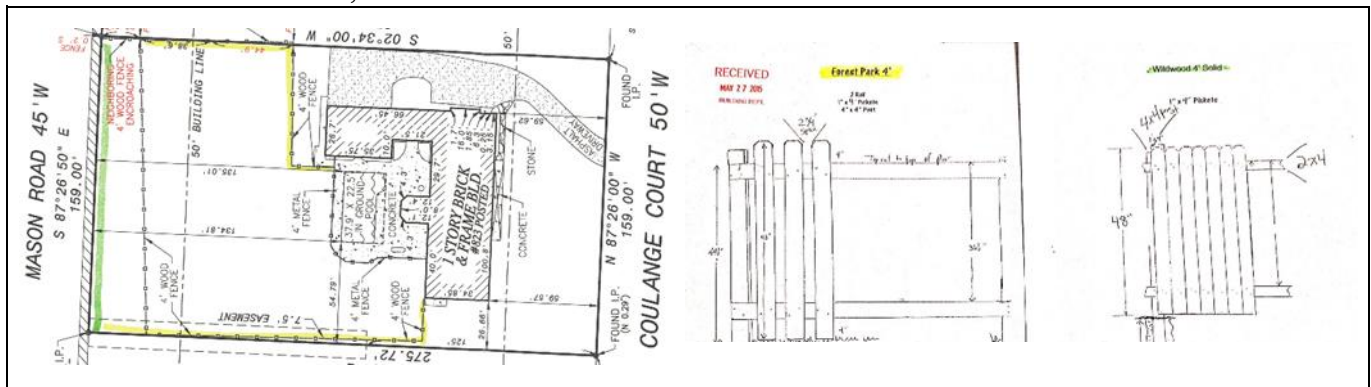
- Residential Neighborhoods
- Design Guidelines

Zoning Code References

- Section 405.250: "A" Single-Family Residential District
- 405.640 Fences within the Front Yard Section and along Street Right-of-Way

APPLICANT: Keith Uhrig
Chesterfield Fence
620 Spirit Valley East Dr.
Chesterfield, MO 63005

PROPERTY OWNER: Rahu and Theckla Mehta
823 Coulange Court
Creve Coeur, MO 63141



REPORT PREPARED BY: Whitney Kelly, AICP, City Planner

DATE: June 30, 2015

ATTACHMENTS: Applicant's materials submitted on June 5, 2015

LAND USE AND ZONING OF SURROUNDING PROPERTIES

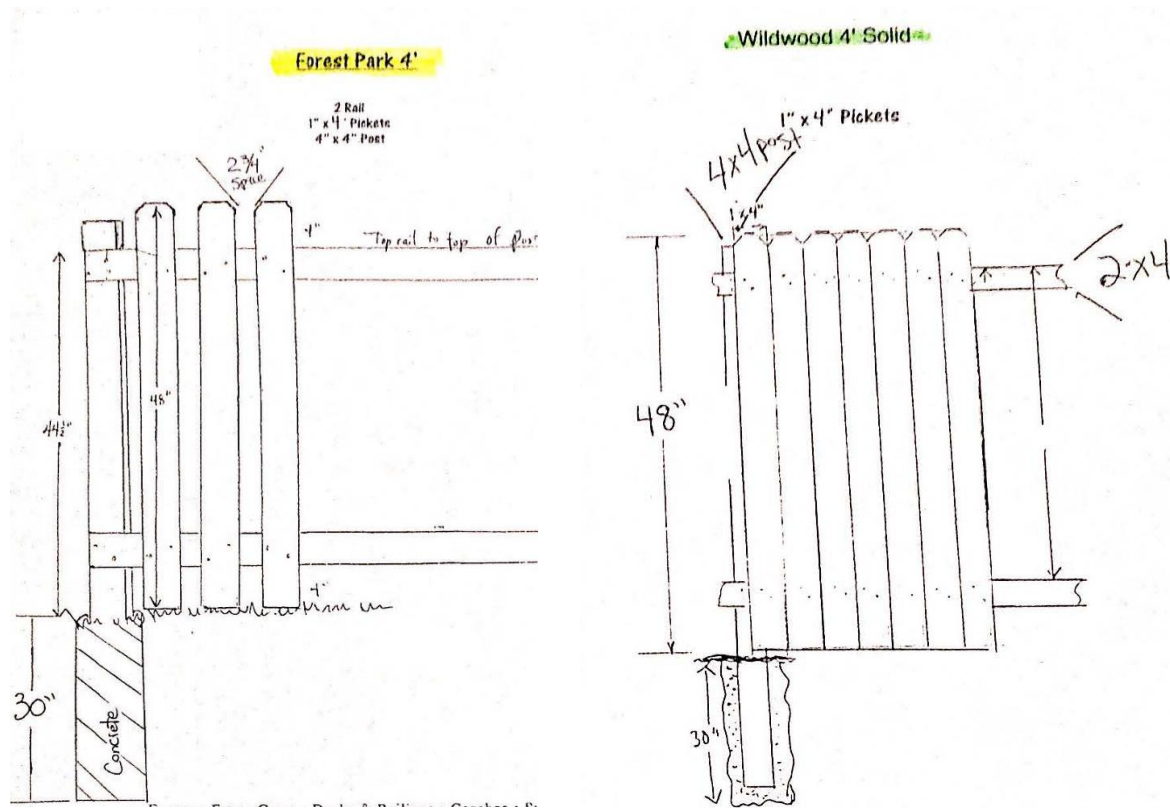
The adjacent zoning and land uses are as follows:

DIRECTION	USE	ZONED	SEPARATED BY
North	Single family residences	A Single Family Residential	Mason Road
South	Single family residences	A Single Family Residential	Coulange Ct.
East	Single family residences	A Single Family Residential	NA
West	Single family residences	A Single Family Residential	NA

FENCE PLACEMENT AND DESIGN

The property owners are removing the existing open-slatted picket fence that runs diagonally approximately 20 feet at the east property line to approximately 26 feet to the west property line. The proposed new fence design is a four-foot tall, open-slatted, wood picket fence along the east and west side yards, and a four-foot tall solid wood fence along the north property line, and connect with the neighbors existing picket fence. (It should be noted that the City's GIS photos indicate that the neighbor's fence is over the property line and into the right-of-way. An inspection of the fence location as approved by the Planning and Zoning Commission would need to verify the location of the property line.) The north property line is approximately 15 feet from the street pavement of Mason Road. Below is a close up of the site plan showing the fence configuration along Mason Road, and the example drawings of the style of fence.





ANALYSIS

The Zoning Code does not provide guidance in evaluating requests for fences within the setback, except that no fence shall exceed six feet in height.

The Comprehensive Plan and Design Guidelines provide further direction for review of fences with the following:

Comprehensive Plan: Residential Preservation and Economic Development

2. Encourage the continued preservation of the suburban landscape character of the area, its open green spaces, and stream corridors. New development or redevelopment should protect and enhance stream channels, preserving remaining riparian corridors, preserve trees and encourage re-establishment of natural streams, where feasible. The use of pervious paving materials and vegetated swales to manage storm water in new development and redeveloping areas is encouraged.
6. Require that new development or redevelopment be compatible with the character of the surrounding neighborhood with regard to lot frontage, building setbacks, building lines, building scale, and lot coverage. (p.44-45)

Design Review Guidelines: F. Screening (Fences and Walls)

1. All new sound walls, masonry walls or fences are to be designed to minimize visual monotony through changes in plane, height, material, texture or significant landscape massing.
2. The design of fencing, sound walls, trash enclosures, and similar site elements is to be compatible with the architecture of the main buildings and should use similar materials.
3. All fencing should be designed as an integrated part of the site, rather than as a separate fence, such as a planter wall or continuation of an architectural wall feature.
5. In highly visible public areas where fencing is needed, decorative fencing is encouraged. (p.18-19)

Further, the Design Guidelines recommends the use of natural “green” materials, and discourages the use of synthetic, and highly reflective materials. The existing shrubs and trees along Mason Road provide a

vegetative screen of the yard and existing fence. The proposed new location would move the fence north to include the trees to inside the yard, and between the existing large shrubs within the right-of-way. While the open-picket would fit in with the surrounding properties, the solid barrier would be a departure for the area. The fence provides a degree of safety for children and pets by keeping them away from Mason Road. Similar arguments typically cited in such applications, and the use of a solid fence design would provide the property much more privacy in the rear yard where most property owners would expect a higher level of privacy. However, the limited height of the proposed fence at four feet would maintain some views over the top.

It should be noted that in 2011 the Planning and Zoning Commission reviewed a similar proposal just down the street, where the fence design was a four-foot metal open-slatted design along the east and west properties line, and a solid six-foot wood fence along the north property line that backed up to Hibler Road. The Commission members approved the fence at the property line, provided that it was the metal open-slatted design all the way around. Landscaping was added to create privacy.

CONCLUSION AND ACTION

If the members of the Planning Commission find the Applicant's fence design and purpose sufficiently compelling, they can approve the location of the four-foot, wood privacy fence along the north property line. If the Commission members would prefer allowing the fence within the setback, but are not comfortable with the fence at the property line, or would like a more open design, a separate motion amending the request is needed. If the request is denied, the applicant may construct the fence along the 50-foot setback line up to a maximum height of six feet.

The motion for the fence within the setback of Mason Road as shown in the enclosed site plan will be in the form of approval, approval with conditions, denial or deferral.

MOTION

The following is an example motion for this application:

"I move to approve the site plan for the four-foot tall wooden fence along the north property line within the area equivalent to the front-yard setback along Mason Road for the property addressed as 823 Coulange Court submitted with Application #15-016, as presented to the Planning and Zoning Commission on July 6, 2015" (conditions may be added by separate motion).

APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

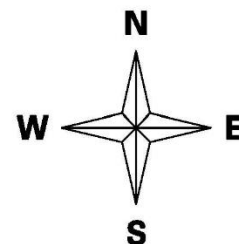
APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 3: AERIAL MAP



- 823 Coulange Court
- Property Lines



Attachment: Staff Report.7-06-2015 (1399 : #15-016: 823 Coulange Ct. Fence)

APPENDIX 4: SITE PHOTOGRAPHS

Photo Date: 6/24/2015



Description: View looking south east at the property owners existing fence from across Mason Road.



Description: View looking south at the neighboring existing fence from across Mason Road.

Chesterfield Fence & Deck Company, Inc.

636-532-4054 • 800-300-4054 • Fax 636-532-8011 • www.chesterfieldfence.com



RECEIVED

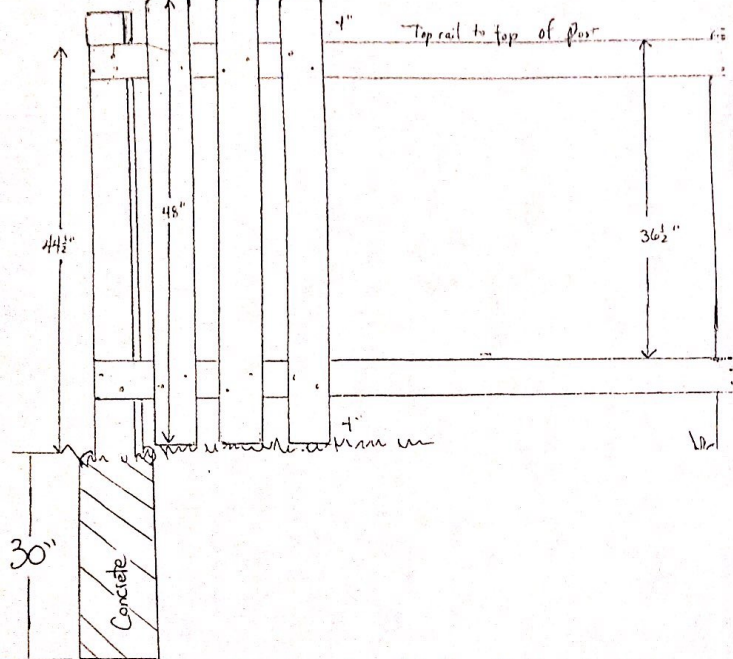
MAY 27 2015

BUILDING DEPT.

Forest Park 4'

2 Rail
1" x 4" Pickets
4" x 4" Post

2 3/4" Square



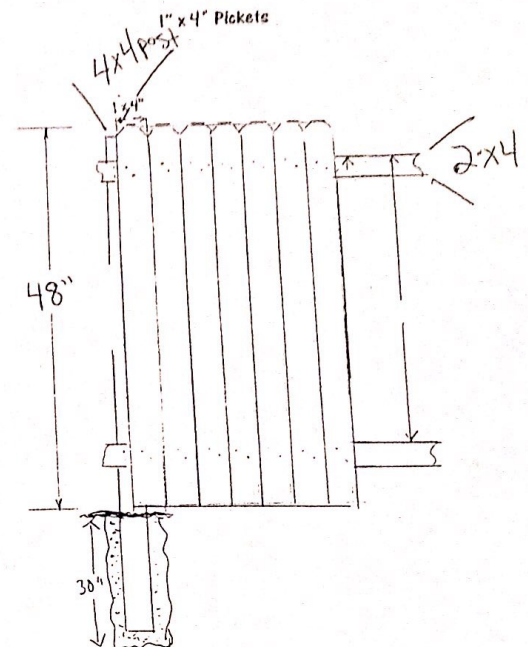
Fences • Estate Gates • Decks & Railings • Gazebos • Sunrooms
Screen Enclosures • Replacement Windows • Patio & Entry Doors • Roofing

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Wildwood 4' Solid



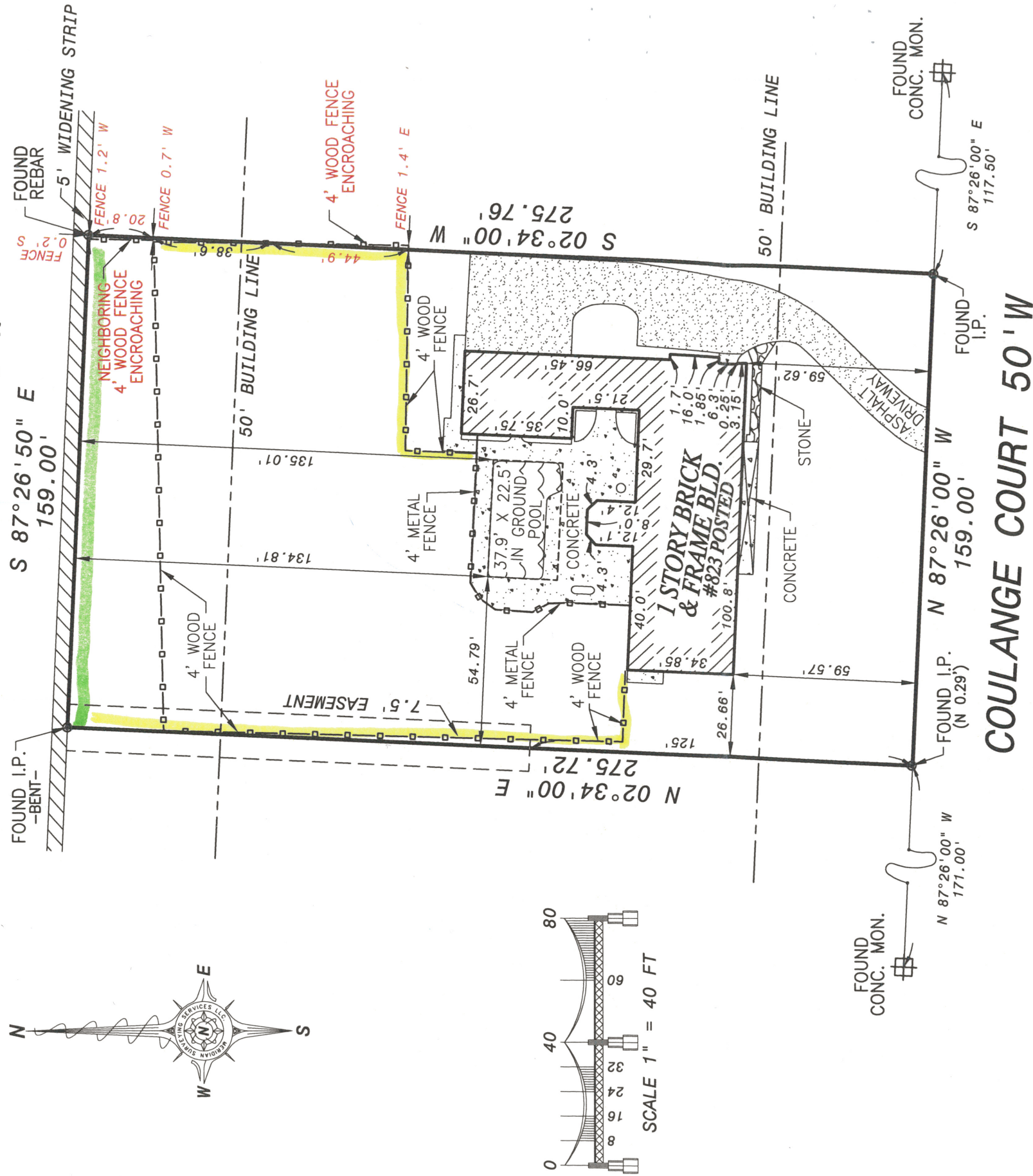
Fences • Estate Gates • Decks & Railings • Gazebos • Sunroom
Screen Enclosures • Replacement Windows • Patio & Entry Doors • Roofing

Attachment: Mehta Fence Detail (1399 : #15-016: 823 Coulange Ct. Fence)

RECEIVED
JUN 05 2015
PLANNING DEPT.

RECEIVED
MAY 27 2015
BUILDING DEPT.

MASON ROAD 45' W



8) - UNION ELECTRIC COMPANY EASEMENT (5375/128); DOES NOT APPLY.

DATE: 04-10-2012

THIS IS TO DECLARE TO NISHANATH & THECKLA MEHTA, GORMAN & GORMAN RESIDENTIAL MORTGAGE SERVICES, AND INVESTORS TITLE COMPANY, THAT AT THEIR REQUEST, MERIDIAN SURVEYING SERVICES LLC., HAS DURING THE MONTH OF APRIL, 2012, EXECUTED A RESURVEY OF LOT 32 OF BELLECOEUR PLAT 4, A SUBDIVISION ACCORDING TO THE PLAT THEREOF RECORDED IN PLAT BOOK 100, PAGE 98 OF THE ST. LOUIS COUNTY RECORDS, TOGETHER WITH THE LOCATION OF IMPROVEMENTS THEREON, IMPROVEMENT OWNERSHIP IS BASED OFF OF FIELD OBSERVATIONS THAT HAVE NOT BEEN VERIFIED WITH PROPERTY OWNER(S). THE FENCE HEIGHTS INDICATED ARE APPROXIMATE, UNLESS OTHERWISE INDICATED, FENCES INTERSECTING PROPERTY LINE(S) ARE CONNECTIVE IN NATURE, AND THAT THE RESULTS OF SAID RESURVEY ARE SHOWN ON THE ABOVE PLAT. THIS RESURVEY WAS EXECUTED IN ACCORDANCE WITH THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS FOR AN URBAN CLASS PROPERTY. PRIOR TO ANY CONSTRUCTION, THE ZONING AUTHORITY SHOULD BE CONSULTED TO VERIFY CURRENT RESTRICTIONS. CERTIFICATION IS MADE TO THE ORIGINAL PURCHASER OF THIS SURVEY. IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTES, AGENCIES, PARTIES, OR SUBSEQUENT OWNERS



MERIDIAN LAND SURVEYING
4141 MEXICO ROAD
ST. PETERS, MO 63376
PHONE: 636-939-2900 FAX: 636-946-9900
WWW.MERIDIANLANDSURVEYING.COM
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Attachment: Mehta Site Plan (1399 : #15-016: 823 Coulange Ct. Fence)

SHEET

OF 2



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(314) 432-6000 • Fax (314) 872-2539 • Relay MO 1-800-735-2966
www.creve-coeur.org

**APPLICATION TO PLANNING AND ZONING COMMISSION
#15-019 APPROVAL OF A MINOR SITE PLAN FOR AN AWNING OVER
THE ROOF-TOP FILMING PLATFORM OF THE FOOTBALL LOCKER
ROOM BUILDING FOR MISSOURI BAPTIST UNIVERSITY**

FOR THE MEETING OF: July 6, 2015

LOCATION: 1 College Park Drive. The property is zoned "HE" Higher Education.

REQUEST: An application has been submitted by Rick W. Keisker, of Ittner Architects, on behalf of Missouri Baptist University, for a minor site plan for an awning over the roof-top filming platform on the new football practice field in the southwest corner of the campus.

ADDITIONAL INFORMATION: Section 405.1080 requires minor site plan approval for any proposed alteration that would significantly affect the exterior of a building by the Planning and Zoning Commission. The site development plan for the locker room building was reviewed and approved by the Planning and Zoning Commission on April 21, 2014, and is currently under construction.

Key Issues:

- Does the request further the goals and/or implement the Comprehensive Plan?
- Does the request follow the Design Guidelines?

Comp. Plan References

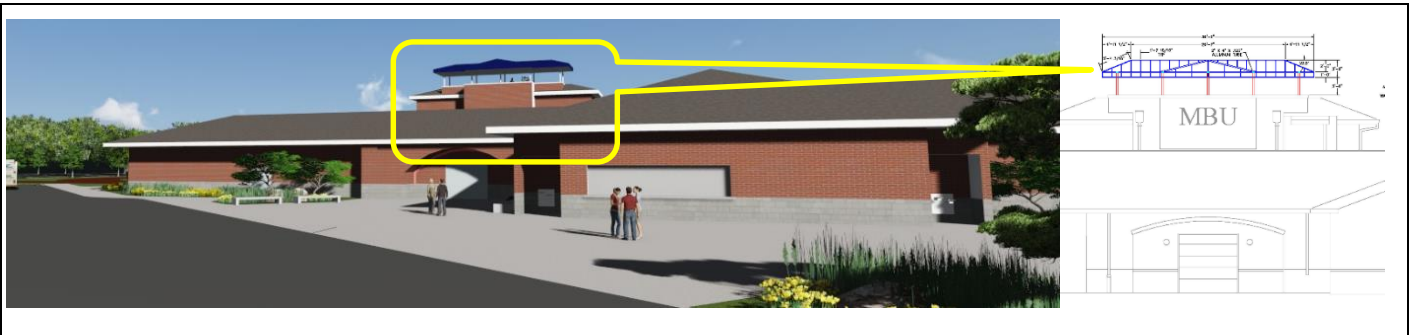
- Residential Neighborhoods Action Area
- Design Guidelines

Zoning Code References

- Section 405.300: "HE" Higher Education District
- Section 405.1080, Site Concept, Site Development And Minor Site Plan Approval

APPLICANT: Rick W. Keisker
Wm B. Ittner, Architects, Inc.
611 N. 10th Street
St. Louis, MO 63101

PROPERTY OWNER: Missouri Baptist University
1 College Park Drive
Creve Coeur, MO 63141



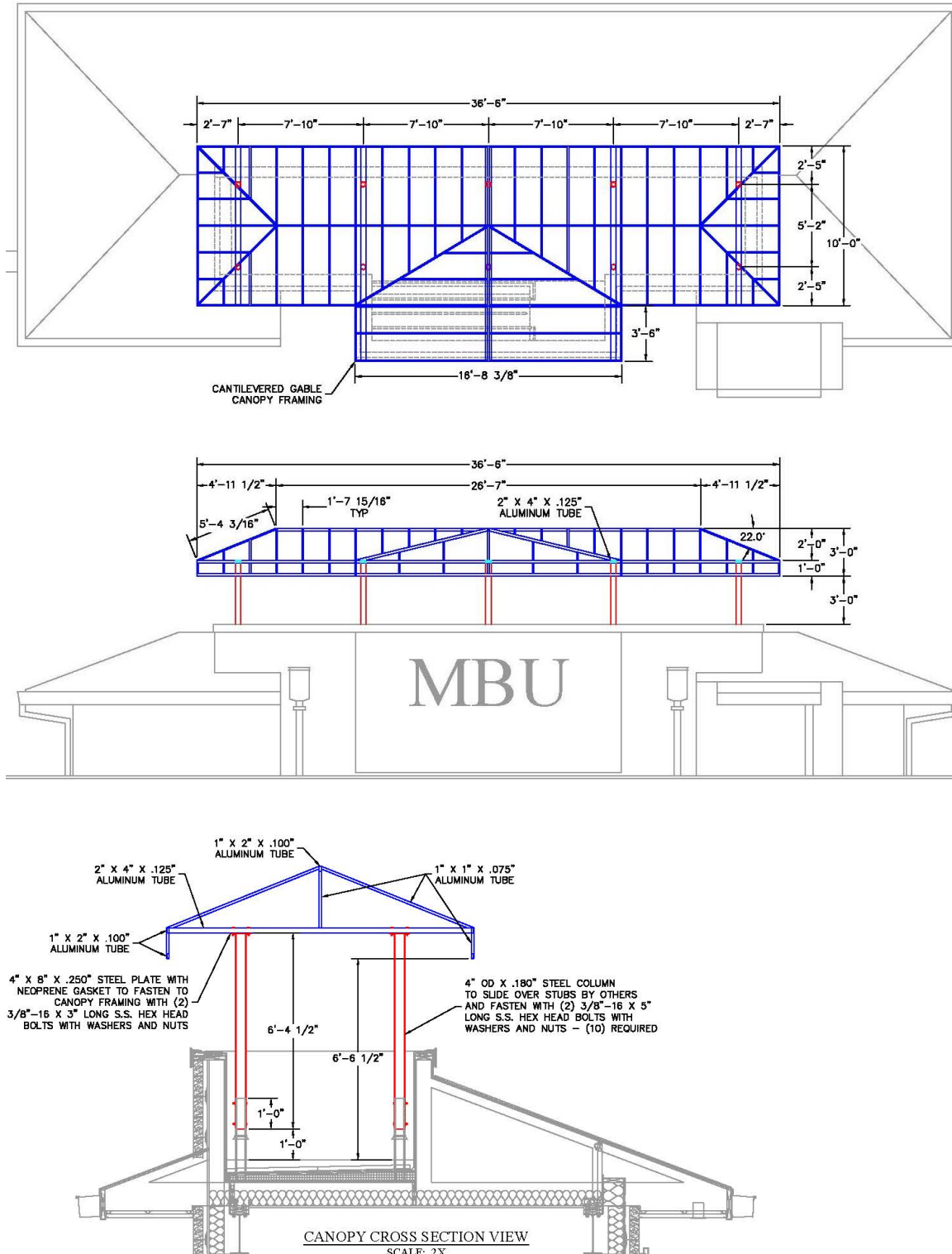
STAFF CONTACT: Whitney Kelly, City Planner

DATE: 6-30-2015

ATTACHMENTS: Applicant's materials submitted June 19, 2015

PROPOSAL SUMMARY

The Applicants are seeking approval of a fabric canopy addition to the top of the football field facility that is currently under construction to provide protection of camera equipment and personal on the filming platform, thereby increasing the overall height of the building to 39.67 feet. The fabric materials will be a dark blue to match the University's color, is approximately 390 square feet, and attached to the building with four inch steel columns. Below are the details of the awning:



LAND USE AND ZONING OF SURROUNDING PROPERTIES

The adjacent zoning and land uses are as follows:

DIRECTION	USE	ZONED	SEPARATED BY
North (partial)	Institutional-Rossman School, Single family residential	A-Single Family Residential District	N/A
South	Institutional	“MEC” District (City of Town & Country)	N/A
East	Single family residential	A-Single Family Residential District	N/A
West	Park	“P” Park District (City of Town & Country)	N/A

COMPREHENSIVE PLAN REVIEW

The site is located within the Residential Neighborhoods District of the Comprehensive Plan. The Residential Neighborhoods section states the following:

New construction or development within the boundaries of existing institutional uses will be permitted only upon demonstration that negative impacts on surrounding residential areas related to site planning, building design and material, landscaping, buffering, access, signage, and other land use impacts will be mitigated.

The building is approximately over a thousand feet from any residential property to the north and located off of North Outer Forty Road surrounded by similar recreation and institutional uses.

DESIGN GUIDELINES REVIEW

The Design Guidelines provide further direction regarding building designs per the following:

Chapter 2 / Buildings

C. Design

6. *Buildings that are stylized in an attempt to use the building itself as advertising are strongly discouraged, particularly where the proposed architecture is the result of a “corporate” or franchise style. The building should not be designed as a sign and should not be flood lit at night.*
9. *Building elements, such as parapet walls, penthouses, or screen walls should be treated as an integral part of the architecture, incorporating similar design, detail and materials as the primary structure. All rooftop equipment, including, but not limited to, satellite and other telecommunication equipment, air handling units, elevator equipment, cooling towers, and exhaust fans are to be screened from view. Building screens should be part of the architectural design with similar detailing and materials and not appear as add-ons.*

While the proposed awning color matches the University’s color scheme, it is a common, neutral dark blue color that is not intended to stylize the building for advertising purposes, or as an attention getting device to attract customers as is often the key discussion in reviewing such proposals. While it might appear unusual to have such a structure on top of the building, it is appropriate for an active recreational facility. The structure provides a functional feature and protection of the elements for those on the viewing platform. Given the isolated nature of the location, and the similar uses in the area any perceived negative impact would be limited. Therefore, Staff finds that the proposed awning meets with the intent of the Design Guidelines.

ZONING REVIEW

A minor site plan is required for a change in use of an entire site to another permitted use, or any proposed alteration that would significantly affect the exterior of a building, or redevelopment of a site that already contains a building or buildings, provided that such expansion, change or redevelopment shall not add more than five thousand (5,000) square feet of new impermeable surface to the site. As the proposed alteration is on top of the building, increasing the building height by nine feet above the prior approved building. The applicant is significantly affecting the exterior of the building, so this is the appropriate process for review. Zoning review is limited to the dimensional regulations below:

Building Bulk Regulations

Section 405.300(E)(2)(a) Maximum structure height of the Dimensional Regulations for Higher Education Districts limits all building and structure to three stories or 45 feet, except faculty or student housing shall not exceed three (3) stories or thirty-five (35) feet in height. The City Council may allow a twenty percent (20%) increase in the height of chapels, gymnasiums and auditoriums if it determines the increase will not be detrimental to surrounding property owners. At a total height of 39.67 feet, the proposed alteration meets with the minimum district regulations.

RECOMMENDED CONDITIONS FOR APPROVAL

Should the Planning and Zoning Commission motion to recommend approval of the minor site plan, staff recommends the following condition:

- The Applicant is required to submit a Building Permit application, as required by Article II of the Building Code. Exterior elevations and awning details shall be in substantial conformance with the “Exterior Elevations” and color renderings dated June 19, 2015.

ACTION AND MOTION

The motion to approve the minor site plan as shown in the Applicant’s materials will be in the form of approval, approval with conditions, denial or deferral. The following is an example of an appropriate motion for this application:

“I move to approve the minor site plan for the new awning for Missouri Baptist University’s Practice Football Field Facilities subject to the conditions contained in the staff report, for the meeting of July 6, 2015” (conditions may be added, eliminated, or modified by preceding motion).

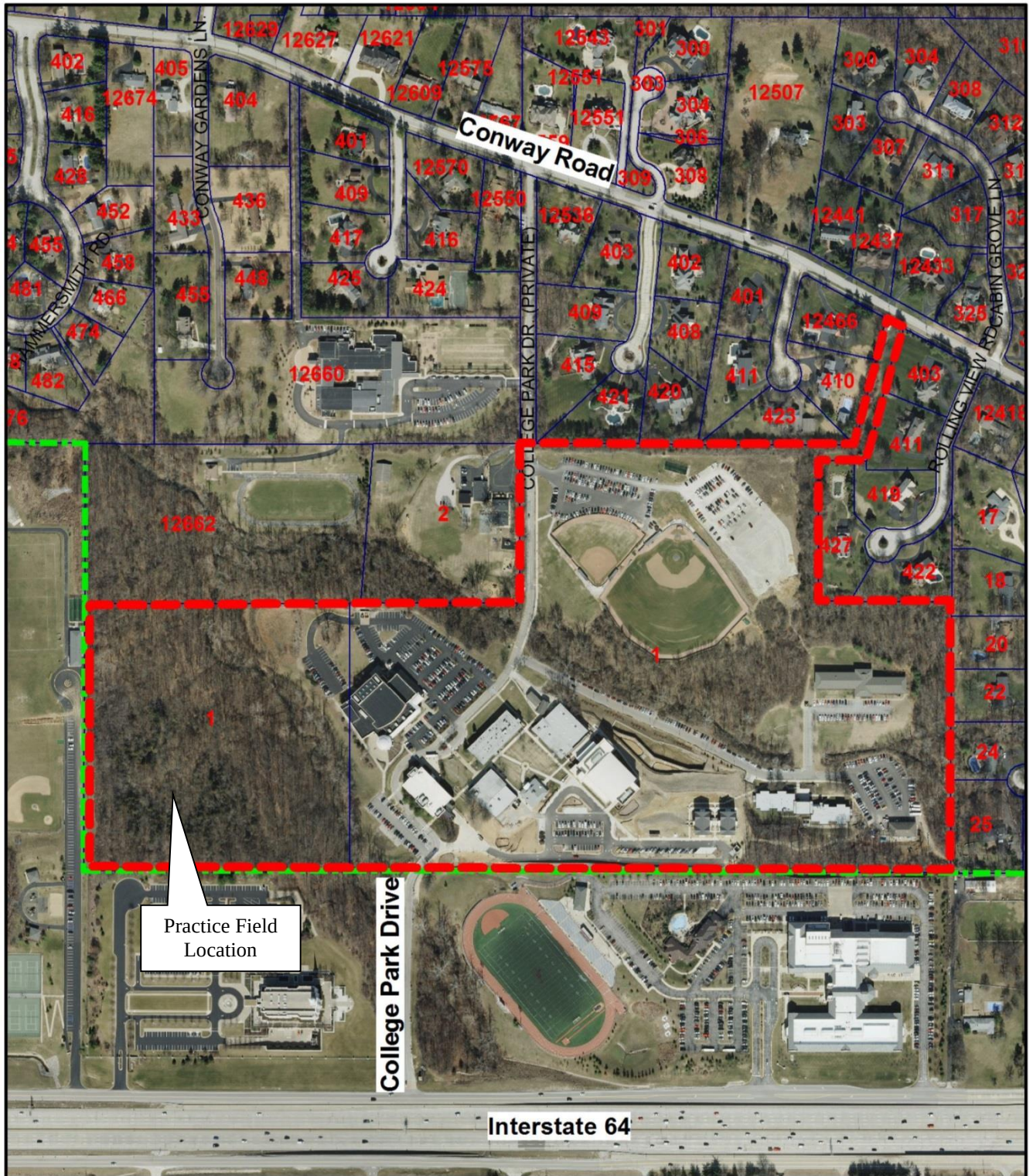
APPENDIX 1: COMPREHENSIVE PLAN

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 2: ZONING CODE

Included and attached by reference. See body of report for specific excerpts.

APPENDIX 3: AERIAL PHOTO



Legend

- Subject Property
- Property Lines
- City Limit



APPENDIX 4: SITE PHOTOGRAPHS	Photo Date: 6/24/2015
	Description: View of the building under construction.
	Description: View looking northeast from the southwest corner of the property at the building under construction.
	Description: View looking south along the private drive toward North Outer Forty Road from the entrance of the practice field.

TRANSMITTAL

TO: **Whitney Kelly**
City Planner
City of Creve Coeur, Missouri
300 N. New Ballas Road
Creve Coeur, MO 63141

PROJECT NAME: Missouri Baptist University
Practice Football Field Facilities
Fabric Canopy Addition

FROM: Rick W. Keisker, AIA

ITTNER PROJECT #: 201201.05

RE: Planning and Zoning Submittal

DATE: 06-19-15

We are sending via:

- ☐ US Mail
- ☒ **Hand Delivery**
- ☐ Courier (1hour)
- ☐ Fax Number _____
- No. of Pages _____ (including cover page)
- ☐ _____ Other

Transmitted:

- ☒ For Approval
- ☐ For Your Use
- ☐ As Requested
- ☒ For Review & Comment
- ☐ _____ Other

COPIES	DATE	REV. NO.	DESCRIPTION
2	06.19.15		Cover Letter
2	06.19.15		P & Z Agenda Application
2			Football Practice Field Facilities – (11x17 images, 3 pages)
2	06.19.15		Football Practice Field Facilities Drawing A2.1 – (11x17)
2	05.07.15		Lawrence Fabric Canopy Drawing 1 of 1 – (11x17)
1			\$250 Application Fee Check

REMARKS:

COPIES TO: File

From the Office of Wm. B. Ittner, Inc.

- ☒ 611 N. Tenth Street, Suite 200 * St. Louis, Missouri 63101 * T: 314.421.3542 * F: 314.421.4821
- ☐ 333 Salem Place, Suite 110 * Fairview Heights, Illinois 62208 * T: 618.624.2080 * F: 618.624.2088

Attachment: iMobap Locker Canopy P&Z 070615 meeting (1400 : #15-019 MBU Roof-Top Awning)



June 19, 2015

Whitney Kelly, AICP
City Planner
City of Creve Coeur, Missouri
300 N. New Ballas Road
Creve Coeur, MO 63141

**RE: Missouri Baptist University (MBU)
Practice Football Field Facilities
Fabric Canopy Addition
Ittner #201201.05**

Dear Whitney:

Per our recent discussions the university is seeking approval for the fabric canopy structure to protect the camera equipment and personal at the locker room building filming platform. I have attached the following information for the planning and zoning submission:

- Planning and Zoning Commission Agenda Application
- Fee: \$250 (non-refundable)
- Drawings and color images

Please feel free to contact me if you have any questions, concerns or need any additional information.

Sincerely,
Wm. B. Ittner, Inc.

Rick W. Keisker, AIA, LEED AP

cc: Ken Revenaugh, Missouri Baptist University
Dennis M. Young, President & CEO, Ittner

*INSIDE
knowledge.*

Wm. B. Ittner, Inc.
Architectural Leadership

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F 314.421.4821

333 Salem Place
Suite 110
Fairview Heights, Illinois 62208
P 618.624.2080
F 618.624.2088
www.ittnerarchitects.com



File No. _____

Planning and Zoning Commission Agenda Application
City of Creve Coeur, Missouri

Title of Project: Missouri Baptist University - Minor Site Plan Revision - Practice Football Field Facilities

Location of Project: One College Park Drive **Locator #** _____

Subject for Agenda: Missouri Baptist University - Minor Site Plan Revision - Practice Football Field Facilities

REPRESENTATIVE: **Name** Rick W. Keisker, AIA

Company Ittner Architects

Address 611 N. 10th Street

Saint Louis, MO 63101

Telephone # 314.421.3542 **Fax #** 314.421.4821

Email rickk@ittnerarchitects.com

OWNER: **Name** Ken Revenaugh, Senior VP Business Affairs

Address One College Park Drive

Creve Coeur, MO 63141-8698

Telephone # 314.392.2356 **Fax #** _____

APPLICANT:

Architect X **Engineer** _____ **Contractor** _____ **Agent** _____ **Owner** _____

The undersigned hereby requests to be placed on the Agenda for the Planning and Zoning Commission meeting at 7:00 P.M. on Monday, July 6, 2015.

Signature 

Title Project Manager / Architect

Date 06.19.15

Paul Langdon, AICP, Director of Community Development
Whitney Kelly, AICP, City Planner
Jessica Stutte, Administrative Assistant (872-2501)



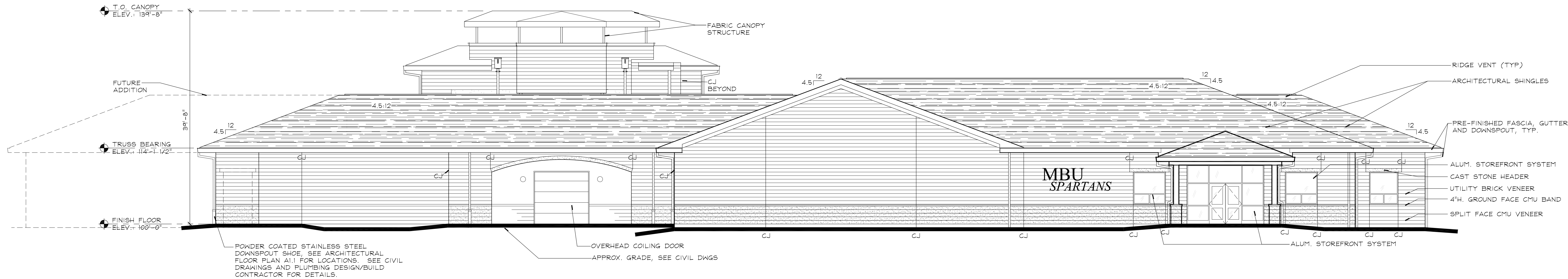
Football Practice Field Facilities



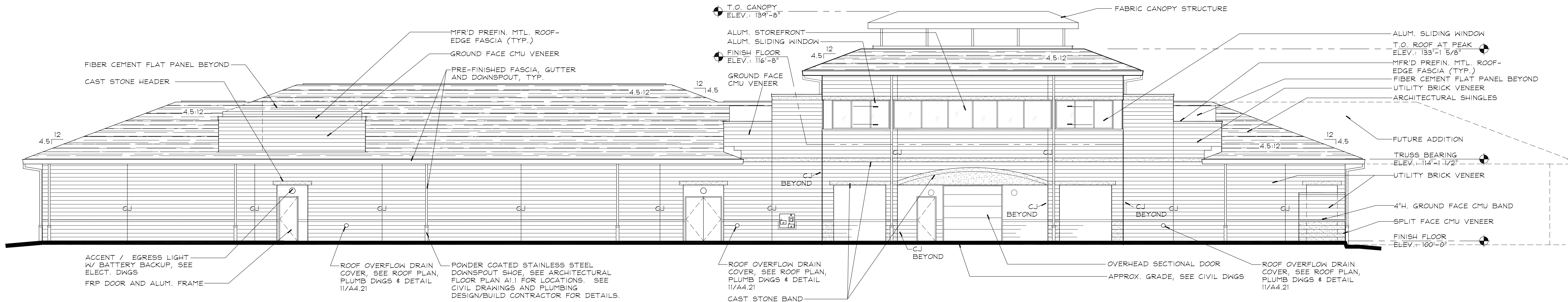
Football Practice Field Facilities



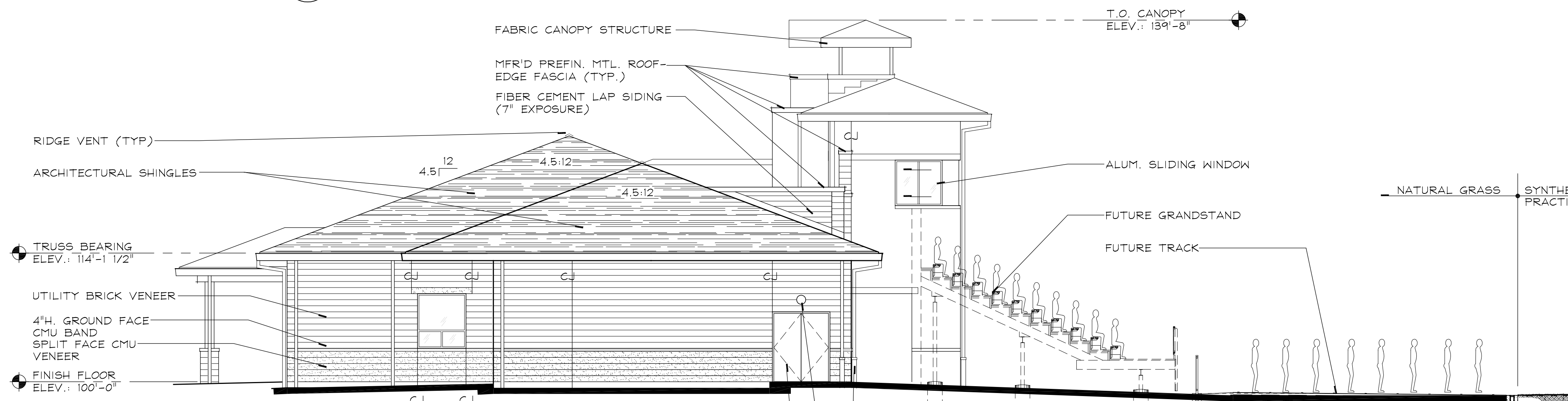
Football Practice Field Facilities



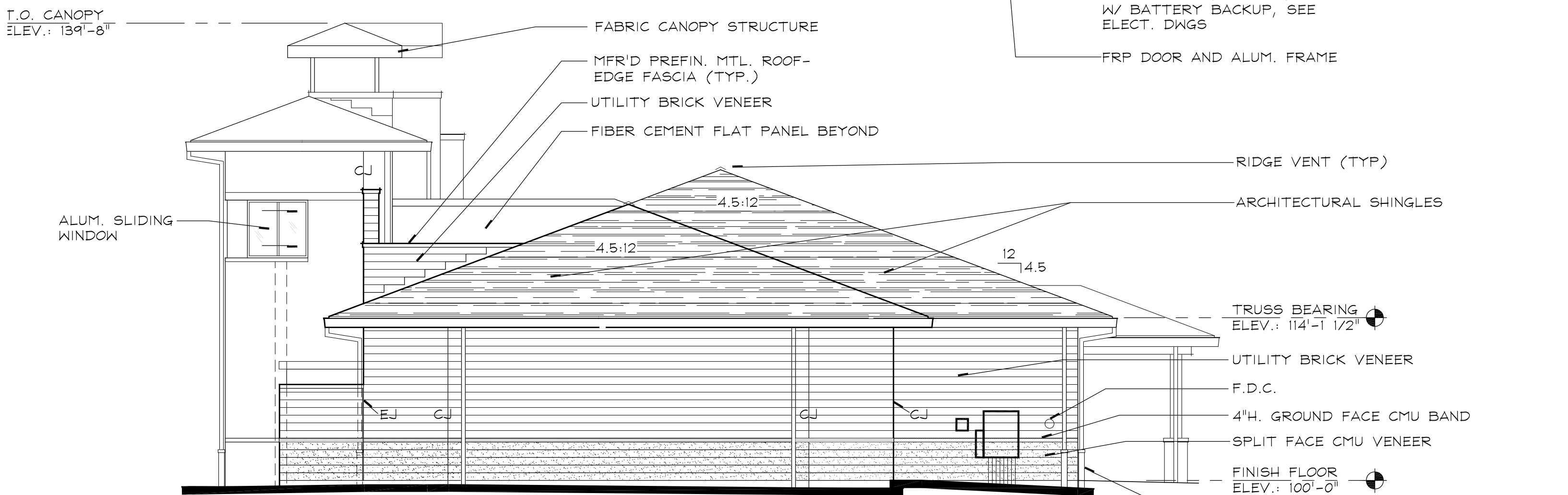
1 FRONT ELEVATION
A2.1 SCALE: 1/8" = 1'-0"



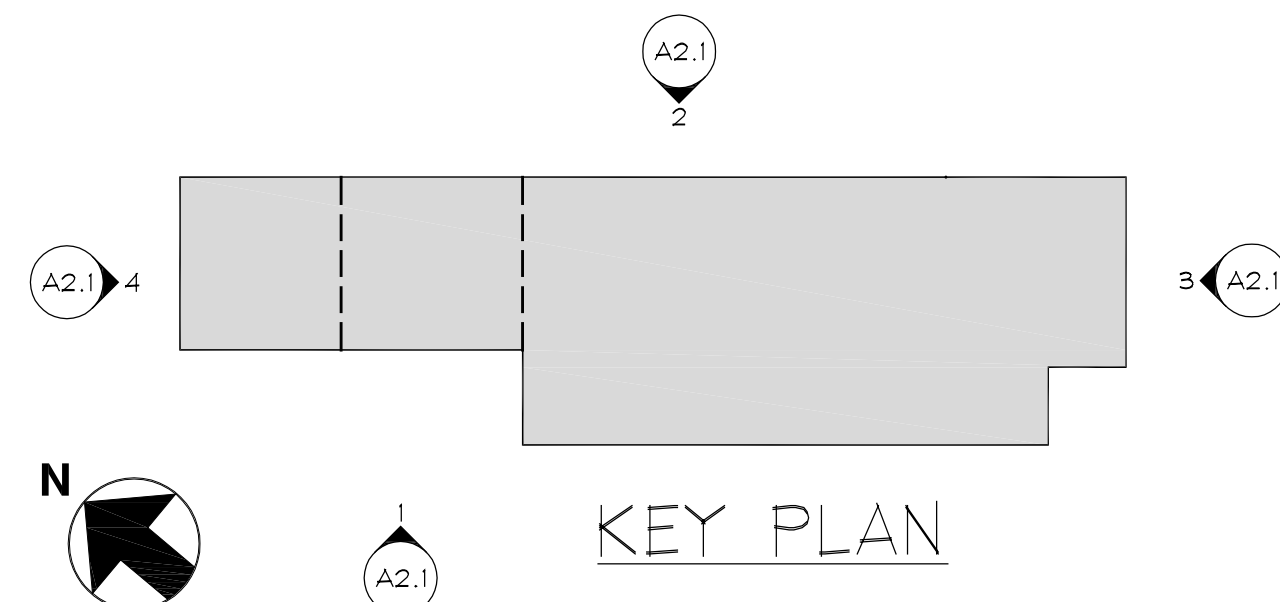
2 REAR ELEVATION
A2.1 SCALE: 1/8" = 1'-0"



3 RIGHT SIDE ELEVATION
A2.1 SCALE: 1/8" = 1'-0"



4 LEFT SIDE ELEVATION
A2.1 SCALE: 1/8" = 1'-0"



Richard W. Keisker, AIA
Architectural Registration No. 2001027388

Original Issue Date:
07.15.14
BID / PERMIT ISSUE

Revisions:
No. Add. No. 1 Date 08/06/14
5 CONFORM. SET 10/16/14
6 CIPR NO. 2 12/19/14
P&Z 06/19/15

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INSIDE knowledge.

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Suite 200
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Phone: (314) 431-5542
Fax: (314) 431-4931
www.ittnerarchitects.com

Missouri Architectural Corporation
Certificate of Authority No. 000004

Consultants:
Civil Engineering
Land Development Consultants, Inc.
1112 Rock Creek Elementary Rd.
OFallon, MO 63366
Phone: (636) 240-0096
Fax: (636) 240-4949
MO. Certificate of Authority
Lic No. 001596
Structural Engineer
KPF Consulting Engineers
1630 Des Peres Road, Suite 100
St. Louis, MO 63131
Phone: (314) 835-6504
Fax: (314) 835-0749
MO. Cert. of Authority

MISSOURI BAPTIST UNIVERSITY

Missouri Baptist University
Practice Football Field Facilities
12575 NORTH OUTER FORTY DRIVE
ST. LOUIS, MISSOURI

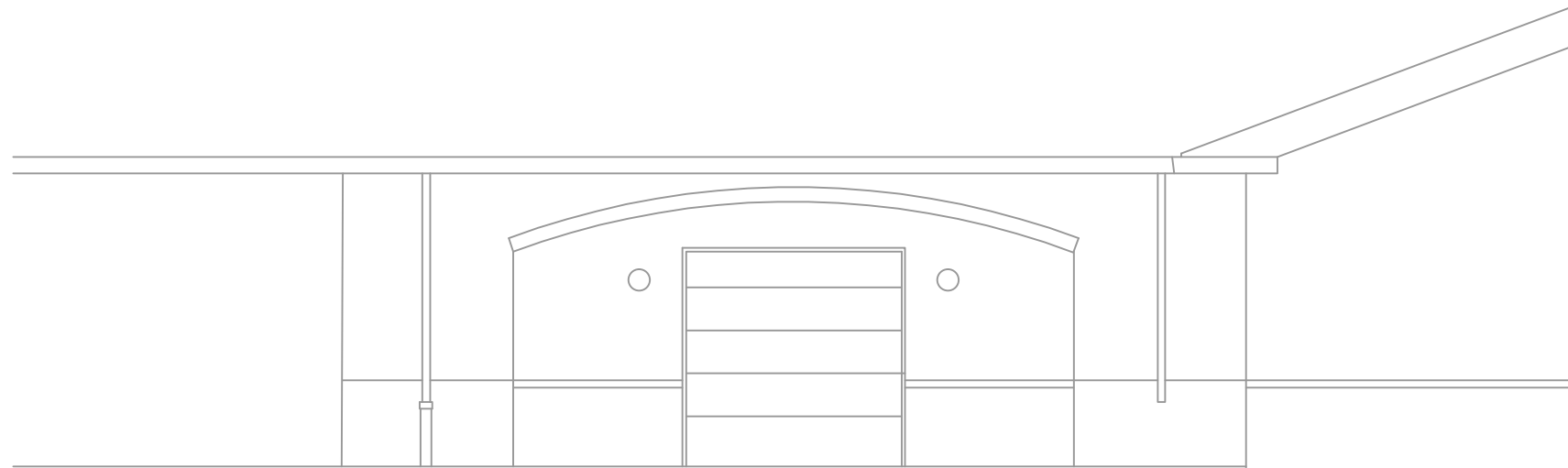
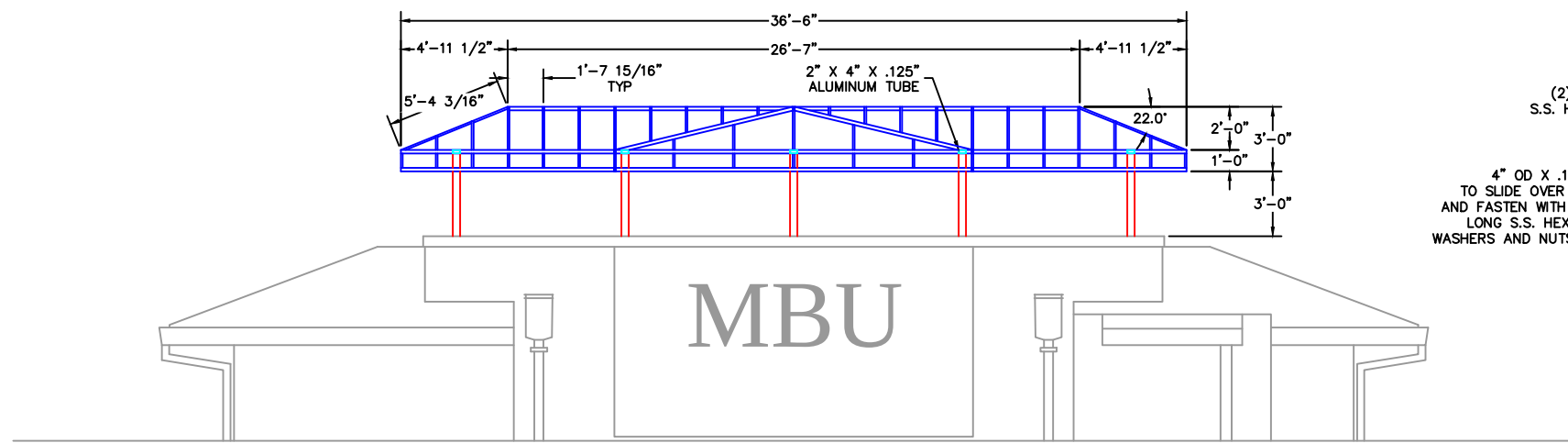
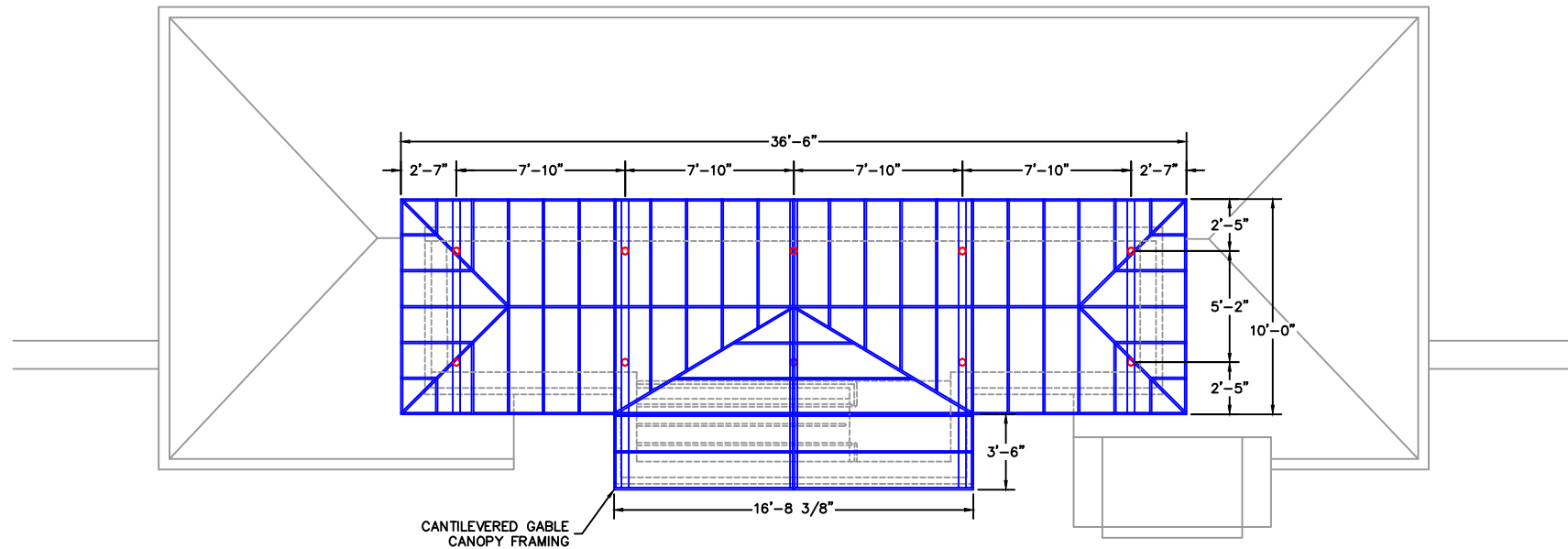
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Wm. B. Ittner, Inc. 2014

WBI Project No.
201201.05

Drawing Title:
EXTERIOR ELEVATIONS

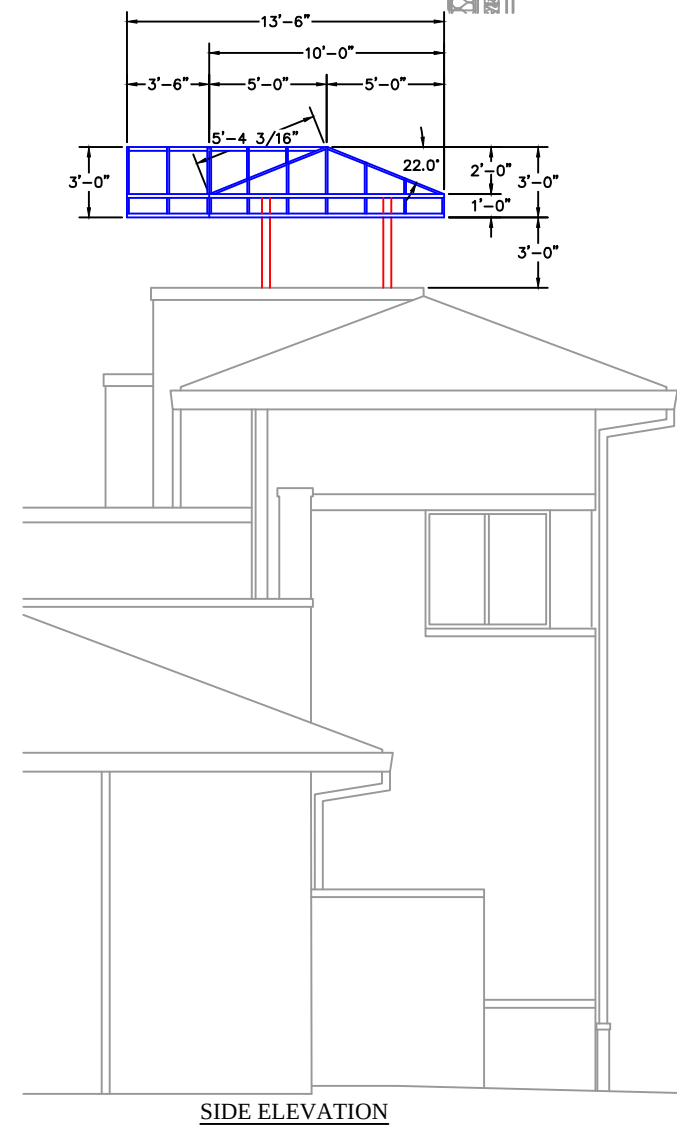
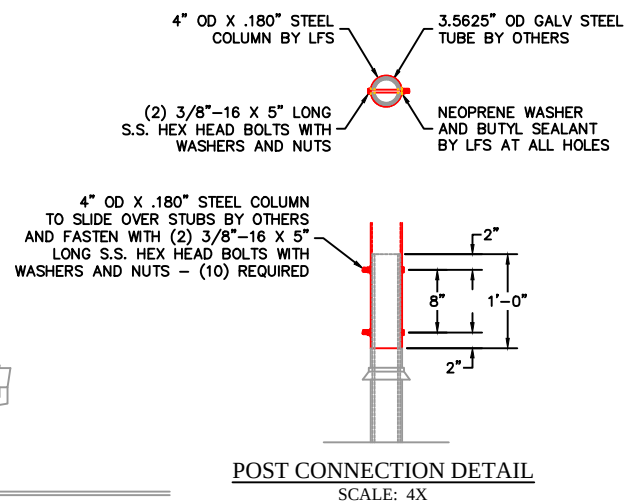
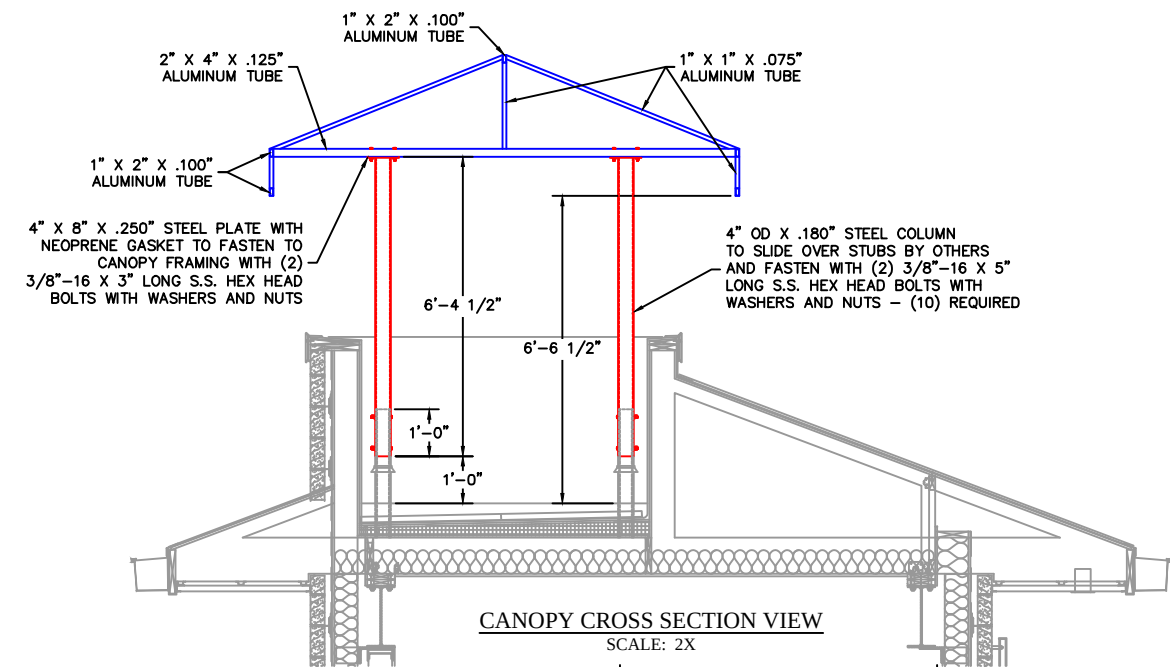
Drawn:
Checked:
Drawing No.

A2.1
Practice Football Field



NOTE:
- ALL SIZES TO BE FIELD VERIFIED
- (1) FREE STANDING GABLE CANOPY WITH HIPPED ENDS AND GABLED DORMER REQUIRED
- ALL FRAMING TO BE 1" X 1" X .075" AND 1" X 2" X .100" ALUMINUM TUBING
- 2" X 4" X .125" ALUMINUM TUBING AT TOP OF EACH SET OF POSTS
- ALL CANOPY FRAMING TO BE PAINTED COLOR OF CHOICE
- FABRIC TO BE #82005 REGATTA TWEED SUNBRELLA FIRESIST
- (10) 4" OD X .180" STEEL POSTS REQUIRED (POSTS TO BE POWDER COATED COLOR OF CHOICE)
- POSTS TO SLEEVE ONTO EXISTING 3.5625" OD STUBS (STUBS SUPPLIED AND INSTALLED BY OTHERS)
- ALL FILLET WELDS AS NEEDED TO BE 1/4" UNLESS NOTED OTHERWISE

FRONT ELEVATION



CUSTOMER: MISSOURI BAPTIST UNIVERSITY – PRESS BOX 12575 N. OUTER FORTY DR ST. LOUIS, MO 63141			
DATE: 5-7-15	DWG NO: 228-10105	REV: 2	SHEET: 1 OF 1
SCALE: 1/4"	DRAWN BY: P. LOUVIER	LFS NO: 35043	SIZE: D

HALL + ASSOCIATES, L.L.C.LAND PLANNING
LANDSCAPE ARCHITECTURE

June 26, 2015

Ms. Whitney C. Kelly, AICP
City Planner
CITY OF CREVE COEUR
300 North New Ballas Road
Creve Coeur, Missouri 63141

RE: The Shoppes at Westgate- Application for an Amended Site Development Plan and Landscape Plan
at 12410 Olive Boulevard, Creve Coeur, MO

Dear Ms. Kelly:

As you are aware, our current petition before the Planning and Zoning Commission is requesting approval to add 6 additional parking spaces to the front parking lot of the above referenced shopping center. These additional spaces will increase our overall site coverage in buildings and paving from the 63% now permitted to 66.8%. As required under the provisions of the current "MX" Mixed Use District governing development of our site, this increase is permitted "in consideration of special or outstanding landscape and site planning features." One such feature which can be considered is the provision of "Objects of art or beautification; statuary or other unique visual features." As part of our plan we are trying to incorporate such a feature and have met with the City's Arts Committee on June 24th to present our proposal.

The basics of our proposal would provide a platform that could possibly support a rotating variety of art being displayed at our location. While the proposal was enthusiastically discussed by the Commission, many questions on the details for the implementation of the program still need to be explored further.

In order to allow more time for these discussions to continue, we request that action on the above Site Development Plan and Landscape Plan be tabled until the August 3rd meeting of the Planning and Zoning Commission meeting. We will keep you apprised of our discussions with the Arts Commission as they progress.

Thank you for your assistance and feel free to contact me with any questions.

HALL + ASSOCIATES, L.L.C.


James R. Hall,
Principal

Attachment: Request for Hold for The Shoppes at Westgate project 6-29-15 (1397 : #14-022: Shoppes at Westgate)