



City of Ellisville

PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES

Meeting Date: August 10, 2016

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 - A. Petition #16-08-01: The Planning and Zoning Commission will discuss and consider the petitions of Neighbors Credit Union for rezoning the property located at 15928 Manchester Road from C-3 Commercial Zoning District to the C-5 Planned Commercial Zoning District, and for approval of a Site Development Plan, to allow a new Financial Institution with Drive-Through facilities on the subject site.
 - B. Petition #16-08-02: The Planning and Zoning Commission will discuss and consider the petition of Nicole and Mike Boyher for text amendments to Chapter 400: Zoning Regulations pertaining to permitting short term rentals as conditional uses within the City of Ellisville. **(Application for CUP has been withdrawn by the applicants.)**
4. Petitions for Approval
 - A. Petition #16-08-03: Request of Midwest Bank Centre and Plantation Properties II, LLP, property owner, for approval of a Minor Amendment to an existing Conditional Use Permit to reflect the change in ownership and operation of a Financial Institution without a Drive-Through Facility at 16024 Manchester Road within the C-3 Zoning District.
 - B. Petition #16-08-04: Request of Clarkson BP, LLC, for approval of a Minor Amendment to an existing Conditional Use Permit to allow the continued operation of the existing service/gas station, car wash, and liquor sales at 28 Clarkson Road within the C-3 Zoning District.
 - C. Petition #16-08-05: Request of Ellington Homes by McBride for approval of a Subdivision Plat associated with the property located at 224 Hutchinson Road within the R-1 Single Family Residential Zoning District.
5. Adjournment

PLANNING AND ZONING COMMISSION MEETING SUMMARY

Chairman Hoffman called the meeting to order at 7:00 p.m., and led the Pledge of Allegiance. Commissioners present were: Ellebrecht, Gundlach, Boggs, and Chismarich. Commissioners Reel, Stickse, Sanborn, and McGrath were absent. A quorum was present for the meeting.

Also present were City Planner Hood, Assistant City Attorney Parnell, and Council Member Pool.

1. APPROVAL OF AGENDA

A motion was made by Commissioner Ellebrecht to approve the Agenda, as written, and was seconded by Commissioner Chismarich. The votes were as follows:

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanci Stickse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzanne Gundlach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Sanborn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Reel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Curtis Boggs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Chismarich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. APPROVAL OF MINUTES

A motion was made by Commissioner Ellebrecht to approve the July 12, 2016, Regular Meeting Minutes, as written, and was seconded by Commissioner Gundlach. Hearing no questions or discussions, the votes were as follows:

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanci Stickse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzanne Gundlach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Sanborn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Reel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Curtis Boggs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Chismarich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. PUBLIC HEARING(S)

Petition #16-08-01: The Planning and Zoning Commission will discuss and consider the petitions of Neighbors Credit Union for rezoning the property located at 15928 Manchester Road from C-3 Commercial Zoning District to the C-5 Planned Commercial Zoning District, and for approval of a Site Development Plan, to allow a new Financial Institution with Drive-Through facilities on the subject site.

Planner Hood stated the applicant is requesting to rezone the site from C-3 Commercial to C-5 Planned Commercial. The applicant is also seeking approval of a Site Development Plan to allow a new financial institution with drive-thru facilities.

Commissioner Ellebrecht moved to forward a positive recommendation to the City Council, subject to the following condition(s):

1. The applicant secures approval of the landscape plan from the City's third party landscape architect; and
2. The setbacks (Front Yd.: 20' min., Side Yd.: 22' min., Rear Yd.: 42' min.) are approved by the City Council; and
3. The City Council approves parking in excess of 11 parking spaces up to 15 parking spaces maximum; and
4. The City Council waives the required 20-foot planting strip along Manchester Road; and
5. The City Council determines whether 4 drive-through lanes are appropriate at this location; and
6. The applicant replaces the existing street lights along Clarkson Road with decorative lights; and
7. The applicant submits a Phase 1 Environmental Study; and
8. The City Council determines whether a public art piece is required for this site; and
9. The applicant secures ARB approval; and
10. The applicant complies with all recommendations made by the City's third party traffic consultant.

The motion was seconded by Commissioner Boggs. The votes were as follows:

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanci Sticksel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzanne Gundlach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Sanborn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Reel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Curtis Boggs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Chismarich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Petition #16-08-02: The Planning and Zoning Commission will discuss and consider the petition of Nicole and Mike Boyher for text amendments to Chapter 400: Zoning Regulations pertaining to permitting short term rentals as conditional uses within the City of Ellisville.

Petition for CUP was withdrawn by the applicants on August 9, 2016.

4. PETITION(S) FOR APPROVAL

Petition #16-08-03: Request of Midwest Bank Centre and Plantation Properties II, LLP, property owner, for approval of a Minor Amendment to an existing Conditional Use Permit to reflect the change in ownership and operation of a Financial Institution without a Drive-Through Facility at 16024 Manchester Road within the C-3 Zoning District.

Planner Hood stated that in December 2001, the City Council approved Ordinance No. 24667, authorizing a conditional use permit to Bremen bank to allow the construction and operation of a financial institution without a drive through facility at the subject site. The applicant is requesting approval for a change in ownership and operation allowing Midwest Bank Centre to continue to operate the existing bank.

Commissioner Ellebrecht moved to forward approval to the City Council, subject to the following condition(s):

1. The property owner authorizes the application, as required by Code, and agrees to the conditions required by the City; and
2. The petitioner submits an affidavit verifying compliance with Section 400.465 of the Zoning Code; and
3. The petitioner and/or property owner installs a bike rack or secures a waiver.

The motion was seconded by Commissioner Chismarich. The votes were as follows:

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanci Sticksel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzanne Gundlach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Sanborn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Reel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Curtis Boggs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Chismarich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Petition #16-08-04: Request of Clarkson BP, LLC, for approval of a Minor Amendment to an existing Conditional Use Permit to allow the continued operation of the existing service/gas station, car wash, and liquor sales at 28 Clarkson Road within the C-3 Zoning District.

Planner Hood stated that in February 2008, the City Council approved Ordinance No. 2878, allowing the continued operation of the existing gas station, convenience store, car wash, and liquor license to RLLM Holdings Company LLC. In October 2008, the City Council approved Ordinance No. 2911 extending the hours of operation to 24 hours per day and 7 days per week. Note, gas stations/convenience stores along Manchester Road all operate 24-hours per day and 7 days per week. The applicant is requesting approval to transfer the existing Conditional Use Permit to allow Clarkson BP, LLC, to continue to operate the existing service/gas station, including the convenience store, car wash, and liquor license at the subject site.

Commissioner Chismarich moved to forward approval to the City Council, subject to the following condition(s):

1. The petitioner installs a bike rack or secures a waiver; and
2. The petitioner will comply with all current regulations pertaining to gasoline filling stations; and

3. The petitioner is authorized to continue to have outdoor display of merchandise in conjunction with the convenience store retail sales; and
4. The petitioner will coordinate with City staff to install new decorative lights along Clarkson Road.

The motion was seconded by Commissioner Boggs. The votes were as follows:

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanci Sticksel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzanne Gundlach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Sanborn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Reel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Curtis Boggs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Chismarich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Petition #16-08-05: Request of Ellington Homes by McBride for approval of a Subdivision Plat associated with the property located at 224 Hutchinson Road within the R-1 Single Family Residential Zoning District.

Planner Hood stated the applicant is proposing a subdivision plat creating two separates lots, where currently there is one. The subject lot measures 44,962 square feet (1.0372 ac) in size and is zoned R-1 Single Family Residential Zoning District (R-1).

Commissioner Boggs moved to forward a positive recommendation to the City Council, and the motion was seconded by Commissioner Gundlach. The votes were as follows:

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nanci Sticksel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Suzanne Gundlach	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Greg Sanborn	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Linda Reel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Curtis Boggs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stephen Chismarich	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carl Hoffman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. ADJOURNMENT

Chairman Hoffman adjourned the meeting at 7:46 p.m.

Respectfully Submitted,

Angie Shoemate