



City of Ellisville

PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES

Meeting Date: May 12, 2021

I. **CALL TO ORDER:** Chairman Rob Compton called the meeting to order at 7:00 PM

II. **ROLL CALL**

	<u>PRESENT</u>	<u>ABSENT</u>
Nancy Bengtson.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Lee Foster	<input type="checkbox"/>	<input checked="" type="checkbox"/> * joined meeting at 7:05PM
Sandie McGrath	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marilyn Niebling.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Al Tamulaitis.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chairman Compton	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Scatizzi	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rajiv Gupta	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Also present were City Planner Ada Hood, Assistant City Attorney Cindy Parnell, Council Member Reel, Council Member Duffy and City Manager Bill Schwer.

III. **APPROVAL OF AGENDA**

A motion was made by Chairman Compton to approve the Agenda with an amendment to the numbering of Petitions from 21-**03**-01 and 21-**03**-02 to 21-**05**-01 and 21-**05**-02, and was seconded by Commissioner Ellebrecht .

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Nancy Bengtson.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Foster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marilyn Niebling.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Al Tamulaitis.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Chairman Compton

John Scatizzi

John Ellebrecht

Rajiv Gupta

IV. APPROVAL OF MEETING MINUTES

Commissioner Bengtson moved to approve the Meeting Minutes of April 14, 2021, and was seconded by Commissioner Ellebrecht.

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Nancy Bengtson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Foster	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Sandie McGrath	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marilyn Niebling.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Al Tamulaitis.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Compton .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Scatizzi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rajiv Gupta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

V. ELECTION OF OFFICERS

Chairman Compton moved to nominate John Ellebrecht for Chairman and Al Tamulaitis for Secretary and was seconded by Commissioner Bengtson.

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Nancy Bengtson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Foster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandie McGrath	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marilyn Niebling.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Al Tamulaitis.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rob Compton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Scatizzi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rajiv Gupta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VI. PUBLIC HEARINGS

A. Petition #21-05-01. The Planning and Zoning Commission will discuss and consider the petition of Ries Orthodontics for a change in zoning of the property known as 309 Clarkson Road from the “R-1” Single-Family Residential Zoning District to the “C-5” Planned Commercial Zoning District, of the City of Ellisville, Missouri.

City Planner Hood summarized the petition and gave a brief presentation. She indicated that she had added a condition to her presentation. The added condition was to install a sidewalk along Field Avenue.

Chairman Compton asked if the City Engineer had reviewed the grades and determined that cross access would not be possible. City Planner Hood responded yes.

Commissioner Niebling asked if the city could collect cross access now but not require that it be installed at this time. Commissioner McGrath asked whether cross access could be installed if the applicant redesigned the site. Commissioner Bengtson expressed concern for the conflicts created in the center left hand turning lane. She asked if the city could require access off of Field Avenue. Commissioner Foster suggested restricting access to the site off Clarkson to right-in and right-out (RI/RO) only. Commissioner McGrath agreed. Commissioner Foster offered that he would also be amenable to requiring access off Field Avenue.

The applicant’s engineer Brandon Harp, summarized the project and gave a brief presentation. He stated the proposed building was small in nature, only 4100 ft.². He added that MoDOT had agreed to full access off of Clarkson because the proposed use was not retail and small in nature, resulting in very low traffic generation.

Commissioner Niebling asked about the sidewalk along Field Avenue. Specifically, she wanted to verify that the sidewalk would fit along Field Avenue. The applicant’s engineer Brandon Harp stated the sidewalk would fit. Commissioner McGrath asked about the number of doctors and patients for the use. Mr. Terry Barnes, the applicant’s representative, indicated that Charlie Ries was the only doctor and that there would be 6 to 8 chairs. Commissioner McGrath commented that she believed bike racks were warranted for this particular use. Mr. Barnes responded that there would be concern for the safety of the patients. He added that parents must bring the children to the office and with certain procedures, patients are not allowed to walk or drive for several hours.

Commissioner Tamulaitis asked about relocating the sidewalk further away from Clarkson Road. He indicated the sidewalk along Clarkson Road was narrow, very close to the street, and that cars along Clarkson Road were driving too fast. He then asked if it was known how many cars used Field Avenue now.

Chairman-Elect Ellebrecht asked about the ADA compliant parking spaces. He wanted to know why these spaces were the furthest ones away from the front door. He also wanted to know if the applicant’s engineer had made any effort to design the site to

provide the cross access. The applicant's engineer Brandon Harp responded that the front entrance to the building facing Clarkson Road has an elevated porch and requires a ramp for ADA compliance. Therefore, the ADA compliant parking spaces are located closest to that ramp. He also responded that his firm had tried various designs to try to make the cross-access work. Chairman-Elect Ellebrecht then asked if City Engineer Bill Schwer only looked at this plan, or whether other plans were presented to the city. City Planner Hood responded that this plan was the only plan presented to the city, and the only one city staff looked at.

Commissioner Niebling wanted to hear from City Engineer Bill Schwer. At this time Mr. Schwer was sworn in and responded that in his professional opinion cross access to the site to the north was not likely.

Mr. Terry Barnes added to the discussion, that they had explored various options with Mr. Stegmann (The property owner of 317 Clarkson Road) to make the existing cross access easement work. They determined that unless the whole site (309 Clarkson Road) was filled approximately 5 feet, or a smaller building footprint was built, then the cross access would not work.

Commissioner Niebling asked how many employees would be work in the office. Mr. Barnes responded that they would have 4 to 8 employees. Commissioner Niebling then asked about stormwater. Engineer Brandon Harp responded that they will meet all city and MSD requirements. Commissioner Niebling asked about the back door. Engineer Brandon Harp responded that the door was for employee use only and for emergency egress. Commissioner Niebling then asked about a walkway from the parking spaces along Clarkson Road to the front of the building. Mr. Barnes indicated that he did not believe a walkway was necessary, that the use would not generate so much traffic. Commissioner Niebling then questioned why they needed so many parking spaces.

Commissioner Foster requested that signage be added to the site directing vehicular traffic from the entrance to the back where the ADA compliant parking spaces were located. He also asked about stormwater facilities. Engineer Brandon Harp identified the inlet located on the south east part of the site and then explained how it connected across Field Avenue to the creek (located on the once proposed American Eagle credit union site).

Commissioner Foster suggested other possible access restrictions to and from the site. Engineer Brandon Harp stated the scenarios suggested would not work. Commissioner Bengtson thanked the applicant for providing an aesthetically appealing building which transitioned well to the abutting residential uses. She stated that she believed access to the site should be off of Field Avenue. Mr. Barnes responded that people would still need to make a left turn, just somewhere else. Chairman-Elect Ellebrecht commented that he believed there would not be a lot of traffic, but questioned the amount of parking requested. He also expressed support for residents not wanting access off of Field Avenue. He added that he liked the idea of restricting access to the site to right-in and

right-out off of Clarkson Road. He stated that people drive fast on Clarkson Road and the center left turn lane is dangerous, restricting access seemed like a reasonable solution.

Commissioner Scatizzi asked if MoDOT had agreed to access off of Field Avenue. Engineer Brandon Harp stated that MoDOT did not have jurisdiction over Field Avenue. City Planner Hood responded that Field Avenue is under the City of Ellisville's jurisdiction, and per the Ellisville zoning code, access is required off of Field Avenue. However, she added, that Field residents had opposed access to their street in the past.

Commissioner Niebling stated that she was glad the applicant was proposing this redevelopment project. She also added that since the proposed use has repeat customers, that they would learn how best to navigate to and from the site safely.

At this time Chairman Compton asked if there were any public comments.

Resident Rachel Scheffling, 1255 Field Avenue stated that she was concerned about traffic. She indicated she had witnessed many near-hits in the past three years. She also added that new landscaping to help mitigate noise would be appreciated. She also wanted to verify that storm water runoff would be properly addressed. She added that the creek floods during heavy rains.

At this time Chairman Compton closed to the public hearing.

Chairman-Elect Ellebrecht made a motion to approve the petition, subject to the following conditions:

1. That a new 5' wide sidewalk is installed along Field Avenue as required by code; and
2. That the applicant installs the following additional landscaping within the Vehicular Use Area (parking field):
 - b. Add three additional shade trees
 - c. Eliminate one parking space along Field to install a landscape island with a shade tree.
 - d. Install a shade tree in the island at the entrance to the site.
2. As per 302.10.4, the applicant substantiates trash quantities do not exceed three (3) thirty-two-gallon cans per collection or one (1) ninety-gallon container per collection, OR the applicant must install a masonry enclosure; and
3. That the City Council grants the waivers requested; and
4. That the applicant installs appropriate signage to help customers locate the ADA compliant parking spaces on the south side of the parking lot; and
5. That access to the site is restricted to one of the following:
 - a. Right-in and right-out only, off Clarkson Road; OR
 - b. Full access off of Field Avenue; and
6. That the applicant agrees to coordinate with staff to add a painted walkway from the west-most parking spaces (along Clarkson Road) to the front entrance.

The motion was seconded by Commissioner Foster.

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Nancy Bengtson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Foster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sandie McGrath	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marilyn Niebling.....	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Al Tamulaitis.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Compton .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Scatizzi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rajiv Gupta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VII. PETITIONS FOR RECOMMENDATION

A. Petition #21-05-02. Petition of Caliber Collision for issuance of a conditional use permit to allow an automobile repair and service establishment at the locations known and numbered as 15434-15436 Manchester Road, within the “C-3” Commercial Zoning District of the City of Ellisville, Missouri.

City Planner Hood summarized the petition and made a brief presentation.

Chairman Compton asked about the location of the cross access. Commissioner Bengtson stated that cross access looks very feasible. She also asked if the parcel to the north had already provided cross access. Commissioner Niebling requested the applicant to speak about the cross access.

Applicant’s architect Melissa Hernandez stated that Caliber Collision is the largest collision repair in the world. She added that they run a first-class operation. She stated the company’s main goal was to locate close to their clients. She added the tenant space measured 15,000 ft.² with fourteen production stalls, one lift and one spray bay. She stated that all work will be conducted indoors. She added that they will stage cars in the fenced off areas located behind the building. She explained that the proposed fence would be decorative with an opaque mesh.

Mr. Sandro Mei, representing the property owner, stated that they objected to installing the sidewalk luminaires and to providing cross access. He stated that they do not have control over the other properties to provide cross access. He also added that if Caliber Collision could not secure the 39 spaces (within the second fenced in area), then they would not sign the lease. He also requested that the recommended landscape (by the City’s third-party landscape architect) be waived until the former Shop N Save tenant space is redeveloped or occupied.

Chairman-Elect Ellebrecht commented that asking the property owner to install all the landscaping for this one tenant may be too much. He indicated that he would be amenable to requiring only three trees in the vehicle use area immediately in front of the

proposed tenant space, and possibly the sidewalk luminaires in front of the tenant space. Mr. Sandro Mei said he was amenable to installing the trees immediately in front of the tenant space, but that he would prefer to install all the luminaires at the same time, at a future date. He also added that he would be amenable to allowing cross access as long as it did not affect Caliber Collision's ability for the proposed fenced off parking in the rear of the building. Commissioner Niebling indicated she was amenable to only requiring cross access at the front, and not at the rear. Commissioner McGrath stated that she had visited the nursing home to the south of the proposed site, and saw that the existing landscape would appropriately shield the outdoor storage areas. She added that the outdoor storage areas are not visible from Manchester Road. She also stated that in her opinion, installing all the landscaping and the sidewalk luminaires at this time would improve the aesthetics of the site and increase the lease-ability of the center. She also emphasized the need for cross access.

Chairman Compton asked what the process was for not meeting the minimum parking requirements. City Planner Hood responded the applicant could request a waiver from the City Council. Commissioner Foster stated that the noise from some of the equipment used in auto repair was of high decibel and the applicant should consider insulating the walls and doors. The applicant's architect Melissa Hernandez stated that insulation would be provided on the walls and that the doors would always be closed while work was occurring indoors. Commissioner Foster stated that the doors should also be insulated. The applicant's architect, Melissa Hernandez agreed to do so.

Chairman Compton asked which way the bay doors were facing. The applicant's architect responded the bays are facing south.

Commissioner Foster asked about security for vehicles stored outside. Melissa Hernandez responded the fenced off areas were secure and gated. Chairman Compton asked if the Faraci outparcel was a separate parcel. City Planner Hood responded, yes.

Chairman-Elect Ellebrecht stated that cross access should be collected at this time, but not necessarily installed now. City Planner Hood responded that staff prefers to coordinate with the property owner and the applicant to accommodate both cross access and the fenced off areas, now.

Commissioner Bengtson commented that she prefers cross access be provided along the front. She believes that customers will not know to go to the back for cross access.

Commissioner Ellebrecht made a motion to forward a positive recommendation on the proposed petition subject to the following conditions:

1. That the property owner agrees to coordinate with staff to provide cross access easement across the property and to the south property line (as depicted in the aerial prepared by staff), and that the easement is recorded with St. Louis County, prior to occupancy; and
2. That the second fenced off area (the one located at the southeast corner with 39 spaces fenced off) is allowed, but modified to the smallest extent possible while still allowing for cross access to the abutting properties; and
3. That the applicant installs three shade trees within the Vehicular Use Area immediately in front of the proposed tenant space; and

4. That the City Council considers requiring the landscaping recommended by the City's third-party landscape architect (as shown in the recommended landscape plan), either prior to occupancy or when the former Shop N Save tenant space is occupied; and
5. That the City Council agrees to the landscape waivers recommended by the City's third-party landscape architect; and
6. That the City Council approves a waiver to the parking requirements; and
7. That the property owner voluntarily installs sidewalk luminaires along Manchester Road (the sidewalk luminaire requirement is not triggered by this application).

The motion was seconded by Commissioner Tamulaitis.

<u>Vote Call</u>	<u>Aye</u>	<u>Abstain</u>	<u>Nay</u>	<u>Absent</u>
Nancy Bengtson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Foster	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sandie McGrath	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Marilyn Niebling.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Al Tamulaitis.....	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairman Compton .	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Scatizzi	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
John Ellebrecht	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rajiv Gupta	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VIII. PZ ANNUAL REFRESHER

Chairman Compton moved to continue the refresher until he is replaced on the Commission and he was seconded by Commissioner Bengtson. The vote was unanimously in favor.

IX. ADJOURNMENT

Chairman Compton adjourned the meeting at 9:39 PM.