



PLANNING COMMISSION

ZOOM MEETING

Tuesday, December 8, 2020

MEMBERS: Andrew Sutton (Chair), Frank Kutilek (Second), Alan Bess (Secretary), Jeff Campbell, Justin Lurk, Chad Miller, Steve Buss, Del Williams, Phillip Hogan, Brian McArthur (Council Liaison). **STAFF:** Robert Sweeney (City Attorney), David Bookless (Community Development Director), Christie Hull Bettale (Engineer/Planner). Sarah Turner (Planner)

REGULAR SESSION

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES: *November 10, 2020*
4. PUBLIC HEARINGS:
 - a. **PC-2020-24 Building and Site Design Standards:** *A City-initiated request to amend Chapter 405, Zoning, of the Code of Ordinances to modify building and site design standards. (CONTINUED)*
 - b. **PC-2020-26 Payne Family Homes Record Plat:** *A request for Record Plat approval for Henley Woods Plat Two A, establishing forty-one (41) residential single-family lots at Lonedell Road and Tomahawk Drive.*
5. OTHER BUSINESS:
6. ADJOURNMENT OF REGULAR SESSION

EXECUTIVE SESSION

7. NEW BUSINESS:
 - a. **PC-2020-26 Payne Family Homes Record Plat.** *The Planning Commission may vote on this item tonight.*
8. ANNOUNCEMENTS
9. ADJOURNMENT OF EXECUTIVE SESSION

NOTE: *In response to the COVID-19 concerns, all members of the Planning Commission will be participating in the hearing remotely via Zoom as permitted by state statute and city resolution. If you have any questions regarding these requests, please contact the Community Development Department at 636-282-2378 and/or attend the public hearing by following the link and instructions below:*

Planning Commission Meeting

To join by computer, tablet, smartphone, etc. (video and/or audio): <https://zoom.us/join>
Meeting ID: 814 3920 2773 Passcode: : 579148

To join by telephone (audio only): 1-312-626-6799
Meeting ID: 814 3920 2773 Passcode: : 579148

During the hearing, your microphone will be muted. While you are not obligated to speak, attendees will be recognized and given the opportunity to do so. Please be advised that all speakers are expected to exhibit civility and decorum or risk being removed from the meeting.

THIS PAGE INTENTIONALLY LEFT BLANK



PLANNING COMMISSION MEETING CONDUCTED VIRTUALLY NOVEMBER 10, 2020

MINUTES

Due to Federal, state, county, and municipal emergency orders related to the coronavirus (COVID-19) pandemic, this meeting was conducted virtually in compliance with applicable regulations.

REGULAR SESSION

1. **CALL TO ORDER:** The regular meeting of the Arnold Planning Commission was called to order by Chairman Andrew Sutton at 7:01 p.m.
2. **ROLL CALL OF COMMISSIONERS:** Phillip Hogan, Justin Lurk, Chad Miller, Jeff Campbell, Frank Kutilek, Del Williams, Brian McArthur, Alan Bess, Steve Buss (*arrived at 7:09 pm*) Andrew Sutton. **STAFF PRESENT:** David Bookless (Community Development Director), Christie Hull-Bettale (Planner), Sarah Turner (Planner), Robert Sweeney (City Attorney).
3. **APPROVAL OF MINUTES:** Motion by Jeff Campbell to approve the minutes from the October 27, 2020 meeting. Second by Del Williams. *Voice vote:* Approved 9-0.
4. **PUBLIC HEARINGS:**
 - a. **PC-2020-24 Building and Site Design Standards:** Motion by Campbell to open the public hearing. Second by Williams. *Voice Vote – Unanimously approved (9-0).* Mr. Bookless presented the Staff Report and presented a variety of images related to the subject. Bookless concluded his report by requesting that the Commission keep the hearing open to a future meeting, think about the slides shown, consider building and site design elements they may see elsewhere, and return with comments and questions. Sutton commented that this project has vital importance to Arnold as it will have lasting effects on the City's character. He stressed that the Commission need not rush their discussions and should take as much time as necessary. Motion by Campbell to keep the public hearing open. Second by Williams. *Voice Vote – Unanimously approved (10-0).*
 - b. **PC-2020-25 Jefferson Franklin Community Action Corporation (CUP):** Motion by Campbell to open the public hearing. Second by Williams. *Voice Vote – Unanimously approved (10-0).* Ms. Turner presented the Staff Report. Turner concluded her presentation by recommending favorable consideration of the conditional use permit subject to conditions contained in the report. The applicant's representative, Nicole Batten, introduced herself, stressed the vital need for "Head Start" services in the area, and offered to answer any questions. Mr. Williams stated that he thought the service was indeed vital to families in the area. There were no questions from the public or the Commission. Motion by Campbell to close the public hearing. Second by Williams. *Voice Vote – Unanimously approved (10-0).*
5. **SITE PLANS, PLATS, OTHER BUSINESS:**
 - a. **PC-2020-23 Shelton Landscape & Maintenance (Amended Site Plan):** Ms. Hull-Bettale presented the Staff Report. Hull-Bettale concluded her presentation by recommending favorable consideration of the amended site plan subject to conditions contained in the report. The applicant's representative, Mike Doering, introduced himself and offered to answer any questions. There were no questions from the public or the Commission.

6. **ADJOURNMENT OF REGULAR SESSION:** Adjourned by Sutton at 7:35 p.m.

EXECUTIVE SESSION

7. NEW BUSINESS:

- a. **PC-2020-25 Jefferson Franklin Community Action Corporation (Head Start):** Motion by Campbell to recommend approval to the Council with conditions contained in the Staff Report. Second by Williams. No further discussion. *Roll call vote:* Phillip Hogan, Yes; Justin Lurk, Yes; Chad Miller, Yes; Jeff Campbell, Yes; Frank Kutilek, Yes; Del Williams, Yes; Brian McArthur, Yes; Alan Bess, Yes; Andrew Sutton Yes. 10 yeas. – Motion Approved.

- b. **PC-2020-23 Shelton Landscape & Maintenance:** Motion by Campbell to recommend approval to the Council with conditions contained in the Staff Report. Second by Williams. No further discussion. *Roll call vote:* Phillip Hogan, Yes; Justin Lurk, Yes; Chad Miller, Yes; Jeff Campbell, Yes; Frank Kutilek, Yes; Del Williams, Yes; Brian McArthur, Yes; Alan Bess, Yes; Andrew Sutton Yes. 10 yeas. – Motion Approved.

8. **ANNOUNCEMENTS:** Bookless announced the next meeting of the Commission (December 8).

9. **ADJOURNMENT:** Motion by Campbell to adjourn. Second by Williams. Voice Vote – Unanimously approved. Meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Alan Bess
Planning Commission Secretary



PLANNING COMMISSION MEMORANDUM

MEETING DATE:	November 3, 2020
TITLE:	A City-initiated request to amend Chapter 405, Zoning, of the Code of Ordinances to modify building and site design standards.
DEPARTMENT:	Community Development
PROJECT MANAGER:	David B. Bookless, Director

In February of 2020, in response to a number of complaints from elected and appointed officials, as well from the general public, a public hearing was opened in order for the Commission to discuss possible modifications to the Zoning Ordinance addressing building and site design standards for various uses. Concerns of particular note included, but were not limited to, the use of vinyl siding versus masonry facades on multiple-family housing, the consistency of rooftop materials on multiple-family housing, excessive exposed concrete foundations on residential structures, the compatibility of new commercial development design with existing development, the use of masonry materials, with particular emphasis on all elevations facing a public viewsheds, versus the use of ribbed metal paneling on commercial and industrial buildings, the preservation of natural features, topography, and open space, landscaping, buffering/screening, etc. The hearing was left open for additional discussion, *however, no additional discussion occurred due to the interruption of public meetings due to the shutdown the worldwide COVID-19 pandemic.*

Subsequently, the Community Development Department received multiple inquiries about whether or not the City would allow the construction of “barndominium” residences. Barndominium is a marketing term for metal pole barns that have a residential dwelling in them. Typically, the residential component is significantly smaller than the storage component of the structure. Visually, they appear very different than traditionally built suburban tract homes. Beyond the visual impact, their construction method is very different than traditionally built suburban tract homes; and more often than not, they are seen in rural areas, on large tracts of land, rather than in garden suburbs such as the City of Arnold.

In September of 2020, in response to the above, the City Council imposed a six-month moratorium prohibiting the issuance of building permits and for the construction of residential buildings clad on the exterior with industrial metal siding, pole buildings, and buildings with designs or construction materials inconsistent with residential development. The purpose of the moratorium is to provide enough time to study zoning and building issues, potential adverse impacts such structures might have upon property values and the general welfare of the community; and to propose potential code changes to address such issues and concerns. Staff noted that the Commission had been discussing building and site design prior to the impacts of COVID-19, and that that both topics could be addressed together.

The potential impacts design regulations can have on future development and the character of the City warrants careful consideration of the topic by the Commission; and a multiple-meeting discussion is a sensible approach. To this end, Staff has determined it would be appropriate and helpful to advertise a new hearing, re-introduce to the subject to the Commission, and welcome general comments before returning with a focused, in-depth report.

THIS PAGE INTENTIONALLY LEFT BLANK



REPORT TO PLANNING COMMISSION

CITY OF ARNOLD

APPLICATION NUMBER: PC-2020-26

APPLICATION NAME: Record Plat (Henley Woods Plat Two A)

APPLICANT NAME: Jay Mullen on behalf of Payne Family Homes

PROPERTY OWNER NAME: Payne Family Homes
10407 Baur Blvd
St Louis MO 63132

APPLICANT'S REQUEST: Approval of a Record Plat.

STREET ADDRESS: Henley Wood Subdivision

SITE LOCATION: Near the intersection of Lonedell Rd & Tomahawk Dr

PARCEL ID: 02-7.0-25.0-3-002-001

NUMBER OF LOTS: 41 Lots

MEETING DATE: December 8, 2020

REPORT DATE: November 24, 2020

CASE MANAGER: Christie Hull-Bettale

RECOMMENDATION: **APPROVAL WITH CONDITIONS**

THIS PAGE INTENTIONALLY LEFT BLANK



REPORT TO PLANNING COMMISSION

CITY OF ARNOLD

DESCRIPTION OF EXISTING SITE CONDITIONS

The tract is located near Tomahawk Drive and Lonedell Road. The Henley Woods Subdivision is currently accessed from the intersection of Pomme Road and Henley

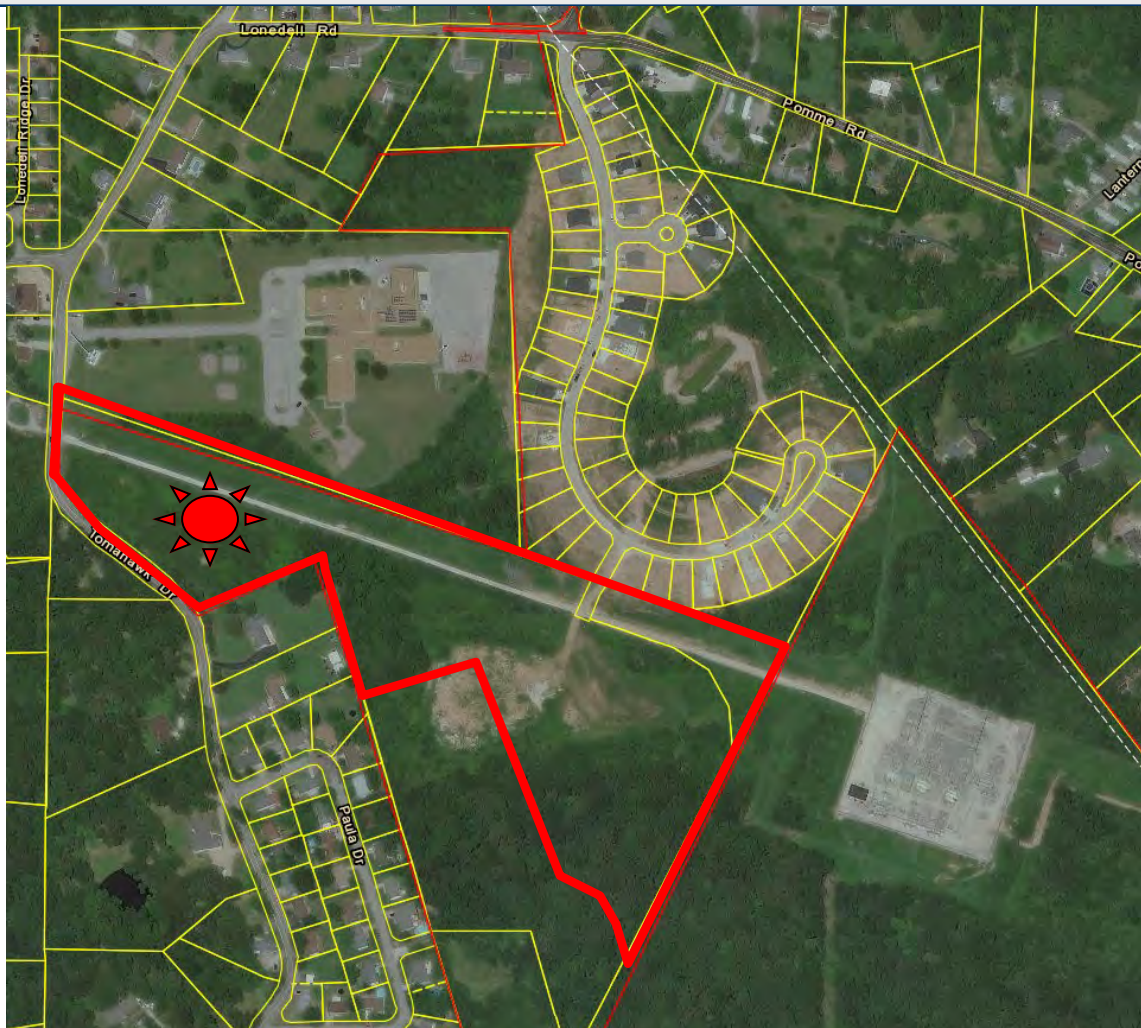
HISTORY

The property is within a Planned Residential District and has a preliminary plat approval of 144 lots to subdivide and build single family homes. Phase One, consists of 67 lots. The improvements are constructed and most all lots are built or under construction.

Phase Two consists of 76 Lots. The improvement plans for infrastructure, streets, storm and utilities are currently under staff review for permitting. The Phase Two subdivision street will also connect to Jefferson County road system at Tomahawk Dr. This connection is being coordinated as part of the improvement plan review process.

At this time, Payne Family Homes requests a record plat for Lots 68-80 and 117-144. This portion, 41 lots, will be identified as Plat Two A. The remainder of the lots, Plat Two B, will be platted at a later time

LOCATION MAP



Henley Woods Plat Two A



REPORT TO PLANNING COMMISSION

CITY OF ARNOLD

REQUEST

The applicant is seeking approval of the final Record Plat for 41 lots identified as Henley Woods Plat Two A.

SUBDIVISION ORDINANCE POLICY REVIEW

POLICIES:

- It is hereby declared to be the policy of the City of Arnold to consider the subdivision of land and the subsequent development of the subdivided plat as subject to the control of the City pursuant to the official Comprehensive Plan of the City for the orderly, planned, efficient, and economical development of the municipality.
- Land to be subdivided shall be of such character that it can be used safely for building purposes without danger to health or peril from fire, flood, or other menace, and land shall not be subdivided until available public facilities and improvements exist and proper provision has been made for drainage, water, sewerage, and capital improvements such as schools, parks, recreation facilities, transportation facilities, and improvements.
- The existing and proposed public improvements shall conform to and be properly related to the proposals shown in the Comprehensive Plan, and the Capital Improvements Program of the City, and it is intended that these regulations shall supplement and facilitate the enforcement of the provisions and standards contained in building and housing codes, zoning ordinances, Comprehensive Plans, and the Capital Improvements Program of the City of Arnold.

CITY PLANNER'S COMMENTS

Satisfied: The proposed record plat substantially satisfies the Comprehensive Plan goal for residential development to continue in this vicinity. Further, it continues the platting procedure for approved preliminary plat the Henley Woods Subdivision.

Satisfied: The record plat was distributed to the appropriate agencies and City departments. Comments for this plat and improvement plans are considered and included in this plat. The public improvements and infrastructure are not approved nor complete. However, *proper provision is being planned* by Payne Family Homes for necessary capital improvements through the design and engineering of the improvement plans.

Satisfied: Public improvements are being reviewed for compliance with city regulations and permitting. It is acceptable for the City to take action and approve this plat; as *all proposed public provisions will be escrowed for*, guaranteeing the construction thereof. Escrow is a condition of approval. Additionally, homes will not be permitted until safe, adequate public facilities are provided as a condition of approval. Building Codes will be enforced with building permit applications for individual lots.

REPORT TO PLANNING COMMISSION

CITY OF ARNOLD



SUBDIVISION ORDINANCE ANALYSIS

When reviewing applications for the subdivision of land, or amendments thereto, the Planning Commission is required to hold a hearing, review, and make recommendations and report to the City Council. However, where a subdivision plat meets the requirements of city ordinance, the Planning Commission and City Council do not have authority to refuse to approve the subdivision plat. Therefore, it is a ministerial act to approve the plat. State ex rel. Schaefer v. Cleveland, 847 S.W.2d 867 (Mo. App. E.D.)

Staff has reviewed Henley Wood Plat Two A, Record Plat created by Burdine and Associates. Agency notices have been distributed, and comments accepted. Staff finds the proposed plat to substantially conform to the requirements of RSMo 89.410 and the Subdivision Ordinance of the City of Arnold, Missouri, subject to the establishment of any required easements, and recommends favorable consideration of the application subject to conditions contained in Exhibit A in Attachments.

A handwritten signature in cursive script, reading "Christie Hull Bettale", is written over a horizontal line.

Christie Hull Bettale, EIT
Community Development Engineer

[THIS PORTION INTENTIONALLY LEFT BLANK]



REPORT TO PLANNING COMMISSION

CITY OF ARNOLD

ATTACHMENTS

- 1. CONDITIONS OF APPROVAL**
- 2. RECORD PLAT**

REPORT TO PLANNING COMMISSION

CITY OF ARNOLD



CONDITIONS

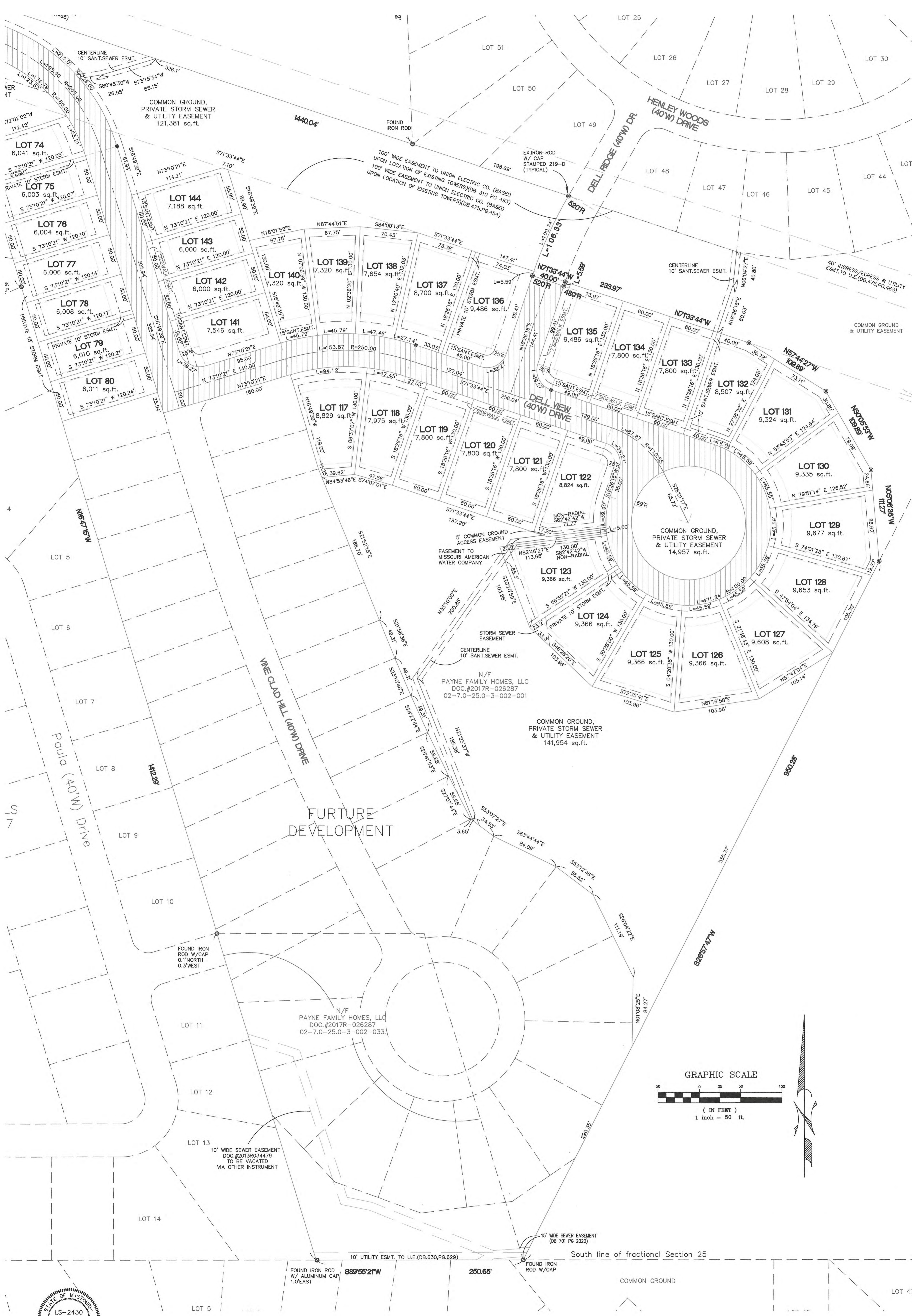
Conditions to be addressed prior to record plat city signatures:

1. Provide indentures/covenants for review and recording.
2. Provide a copy of the paid taxes.
3. An Agreement Guaranteeing Subdivision Improvements Escrow must be established. The escrow amount must include all public infrastructure that is not constructed.
 - a. Provide, for staff review and approval, an engineer's cost estimate for all subdivision improvements.
 - b. Execute the agreement Guaranteeing Subdivision Improvements with support funding.
4. Residential home building permits will not be issued until such time that safe, adequate public facilities are constructed; including by not limited to drainage, water, sewerage, utilities, transportation, and other public improvements.

[THIS PORTION INTENTIONALLY LEFT BLANK]

EXHIBIT A: STAFF RECOMMENDED CONDITIONS OF APPROVAL

Record Plat—Henley Woods Plat Two A

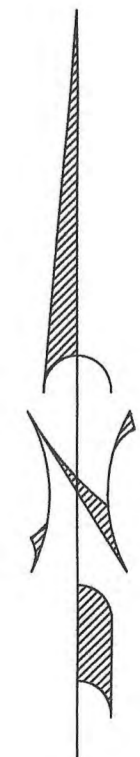
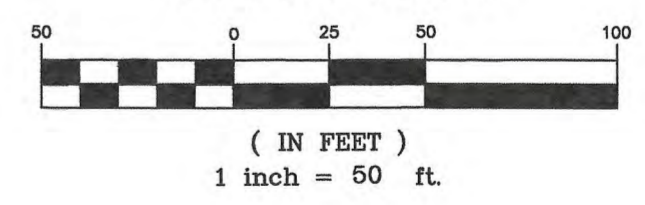


N/F
PAYNE FAMILY HOMES, LLC
DOC.#2017R-026287
02-7.0-25.0-3-002-001

COMMON GROUND,
PRIVATE STORM SEWER
& UTILITY EASEMENT
141,954 sq.ft.

FUTURE
DEVELOPMENT

GRAPHIC SCALE



DANIEL R. ZERVAS, P.L.S. 2430 DATE
BURDINE AND ASSOCIATES, INC. 219-D

FIELDWORK BY:	CHECKED BY:	PROJECT NO.:
DRAWN BY: DRZ	DATE: 11/30/20	16092
		SHEET NO: 2 OF 2