

## City of Arnold, Missouri

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**Public Hearing  
Council Chamber**

**June 3, 2021  
7:00 P.M.**

- A. PC-2020-24 Residential Building & Site Design Standards (Text Amendments)
- 

**City Council**

**Immediately Following the Public Hearing**

**Zoom Link – Internet Audio/Video:**

**<https://us02web.zoom.us/j/81173690527?pwd=WEo1MzJ2ZUNtTXc2ZUxSZ2hKZIJOdz09>**

**Dial-in Number: 312-626-6799 Meeting ID: 811 7369 0527 Passcode: 993249**

### **Agenda**

1. Pledge of Allegiance and Opening Prayer
2. Roll Call
3. Business from the Floor
4. Consent Agenda:
  - A. Regular Council Minutes **May 20, 2021**
  - B. Payroll Warrant **#1369 in the Amount of \$330,841.36**
  - C. General Warrant **#5787 in the Amount of \$1,113,807.05**
5. Ordinances:
  - A. **Bill #2794** – An Ordinance of the City Council of the City of Arnold, Missouri, Amending Chapter 405 of the Arnold Code of Ordinances Establishing Residential Building and Site Design Standards and Providing Regulations Therefor.
6. Resolutions:
  - A. **Resolution 21-30:** A Resolution Appointing and Re-Appointing Various Individuals to Serve on Different Boards with Different Expiration Dates.

7. Motions:

A. A Motion to Approve Liquor License Applications.

8. Reports from Mayor and Council:

9. Administrative Reports:

10. Adjournment:

As this was a hybrid meeting due to COVID, those who were not able to attend the Public Hearing in person were provided a link to attend via Zoom.

The Public Hearing was called to order by Mayor Ron Counts at 7:00 p.m. City Clerk Tammi Casey made note of those in attendance: Mayor Counts, Mullins, Hood, McArthur, Seidenstricker, Cooley, Fulbright, Plunk, Fleischmann (excused), Richison, Bookless, Lehmann, Sweeney, Wagner, Kroupa and Chief Shockey.

**A. PC-2021-12 ST JOHN'S CHURCH ROAD SUBDIVISION (MINOR RECORD PLAT)**

David Bookless informed council that the applicant is seeking approval of a Minor Record Plat. Lot 1 will contain the existing church campus and Lot 2 will be an established lot for a new business development. The approval of this plat would approve the subdivision as well as remove the platted building setbacks. Planning & Zoning held a public hearing on May 13, 2021 and is recommending approval by a vote of 6-2, subject to the condition that the right-of-way and sidewalk easement dedication be left to the council's discretion.

**PUBLIC COMMENTS**

Mike Dean, Executive Director for St John's Lutheran Church – Requests that the minor record plat and the right of way dedication be separated.

Cory Spence – Via Zoom, stated he conducted the survey for the property and is available to answer any questions.

Jeremy Schultz, Senior Pastor for St John's Lutheran Church – Stated that 12 feet of right of way dedication is a lot to try to explain to his parishioners. Pastor Schultz stated that the Church has always been good stewards of the City but they are having a hard time understanding why there is the need for a twelve and a half foot right of way dedication.

**COUNCIL COMMENTS**

Dan Kroupa explained that he believes this will benefit everyone in the City. The majority of the right of way would be used for street improvements and sidewalks.

Brian McArthur stated that separating the right of way dedication off of the minor record plat would set a bad precedent for future developers.

Bryan Richison also verified with David Bookless that the right of way was included on the original plat.

**B. PC-2021-15 MOBILE FOOD VEHICLES & SEASONAL FROZEN TREAT STANDS (ZONING ORDINANCE)**

David Bookless informed council that after approving the ordinance regulating the permitting and licensing of mobile food vehicles, the council further directed staff to take a zoning ordinance text amendment, with specific recommendations, to the Planning and Zoning Commission. Planning and Zoning, at their May 11, 2021 meeting voted, by a vote of 2-6, to not recommend approval of the amendment as presented by staff. Mr. Bookless stated he is not sure exactly why they voted against, however, staff is still recommending approval of the text amendment.

PUBLIC COMMENTS - None

COUNCIL COMMENTS

Brian McArthur – Stated he was not sure exactly why Planning & Zoning voted not to approve the amendment either.


**C. PC-2021-13 SPECIAL EVENTS PERMITS (ZONING ORDINANCE)**

David Bookless reminded council that they, at the April 15, 2021 meeting, directed staff to take a zoning ordinance text amendment to Planning & Zoning, to establish provisions related to special events, as mobile food trucks may be present at said special events. Planning & Zoning held a meeting on May 11, 2021 and, by a vote of 9-0, voted to recommended approval of the text amendment, as presented.

PUBLIC COMMENTS – None

COUNCIL COMMENTS – None

Public Hearing ended at 7:35 p.m.

  
City Clerk Tammi Casey, CMC/MRCC-S

Mayor Ron Counts called the meeting to order at 7:35 p.m.

The council meeting was a hybrid meeting with both Zoom and in person attendance due to COVID. The City provided a link as well as a dial-in number to attend via Zoom.

The pledge of allegiance was recited and councilman Gary Plunk offered the prayer.

Those present per roll call taken by City Clerk Tammi Casey: Mayor Counts, Mullins, Hood, McArthur, Seidenstricker, Cooley, Fulbright, Plunk, Fleischmann (excused), Richison, Bookless, Lehmann, Sweeney, Crutchley (excused), Wagner, Kroupa and Chief Shockey.

## **BUSINESS FROM THE FLOOR**

None

## **CONSENT AGENDA**

- A. REGULAR COUNCIL MINUTES MAY 6, 2021**
- B. PAYROLL WARRANT NO 1368 IN THE AMOUNT OF \$328,076.99**
- C. GENERAL WARRANT NO 5786 IN THE AMOUNT OF \$1,038,089.82**

**Butch Cooley made a motion and so moved to approve the consent agenda.** Seconded by Mark Hood. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Consent agenda approved.**

## **ORDINANCES**

**BILL NO 2789 – AN ORDINANCE APPROVING A MINOR RECORD PLAT TITLED “ST JOHN’S CHURCH ROAD SUBDIVISION PLAT”** was read twice by City Clerk Tammi Casey. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Ordinance passed.**

**BILL NO 2790 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARNOLD, MISSOURI AMENDING CHAPTER 405 OF THE ARNOLD CODE OF ORDINANCES ADDING PROVISIONS RELATED TO MOBILE FOOD VEHICLES AND SEASONAL FROZEN TREAT STANDS** was read twice by City Clerk Tammi Casey. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Ordinance passed.**

**BILL NO 2791 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARNOLD, MISSOURI, AMENDING CHAPTER 405 OF THE ARNOLD CODE OF ORDINANCES ESTABLISHING AND PROVIDING REGULATIONS FOR SPECIAL EVENTS** was read twice by City Clerk Tammi Casey. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Ordinance passed.**

**BILL NO 2792 – AN ORDINANCE APPROVING A FIRST AMENDMENT TO LEASE AGREEMENT BETWEEN THE CITY OF ARNOLD AND CEDARHURST OF ARNOLD REAL ESTATE, LLC AND AUTHORIZING THE MAYOR TO TAKE CERTAIN ACTIONS IN CONNECTION THEREWITH** was read twice by City Clerk Tammi Casey. Roll call vote: Mullins, yes; Hood, yes; McArthur, no; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 6 Yeas, 1 Nay: **Ordinance passed.**

**BILL NO 2793 – AN ORDINANCE APPROVING A MUNICIPAL AGREEMENT BETWEEN THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION AND THE CITY OF ARNOLD** was read twice by City Clerk Tammi Casey. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Ordinance passed.**

## **RESOLUTIONS**

**RESOLUTION NO 21-21 – A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH WEISSCO POWER, LLC. FOR THE INSTALLATION OF A UPS (UNINTERRUPTED POWER SYSTEM) ELIS SYSTEM AT THE ARNOLD RECREATION CENTER AT 1695 MISSOURI STATE ROAD**

Brian Richison reminded council that this Resolution was tabled at the May 6, 2021 council meeting to provide staff time to research the ability of Weissco Power LLC to provide maintenance service, as they are located out of state. Staff is recommending that the council fail this Resolution and award the contract to the second lowest bidder, Mid-America Electric, who is local and can provide maintenance and service to the unit.

**Butch Cooley made a motion and so moved to approve Resolution No 21-21.** Seconded by Gary Plunk. Roll call vote: Mullins, no; Hood, no; McArthur, no; Seidenstricker, no; Cooley, no; Fulbright, no; Plunk, no; Fleischmann, (excused); 7 Nays: **Resolution failed.**

**RESOLUTION NO 21-29– A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH MID-AMERICA ELECTRIC FOR THE INSTALLATION OF AN UNINTERRUPTED POWER SYSTEM AT THE ARNOLD RECREATION CENTER AT 1695 MISSOURI STATE ROAD**

**Jason Fulbright made a motion and so moved to approve Resolution No 21-29.** Seconded by Brian McArthur. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Resolution passed.**

**RESOLUTION NO 21-28 – A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A CONTRACT WITH AAA PAINTING TO PAINT SEVERAL METAL BUILDINGS IN THE 2900 ARNOLD TENBROOK COMPLEX FOR THE CITY OF ARNOLD**

**Tim Seidenstricker made a motion and so moved to approve Resolution No 21-28.** Seconded by Rodney Mullins. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Resolution passed.**

**MOTIONS**

**A. A MOTION TO APPROVE LIQUOR LICENSE APPLICATIONS**

Tammi Casey informed council that the Liquor Committee met earlier this evening and they are bringing three items forward for council approval. By unanimous vote, the committee is recommending approval of all three items.

**1. APPROVAL OF A CHANGE IN MANAGING OFFICER FOR ARNOLD ATHLETIC ASSOCIATION**

**Butch Cooley made a motion and so moved to approve the Change in Managing Officer application for Arnold Athletic Association.** Seconded by Rodney Mullins. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Motion carried.**

**2. APPROVAL OF A CHANGE IN MANAGING OFFICER APPLICATION FOR MERAMEC EAGLES**

**Rodney Mullins made a motion and so moved to approve the Change in Managing Officer application for Meramec Eagles.** Seconded by Tim Seidenstricker. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Motion carried.**

**3. APPROVAL OF ALL ANNUAL LIQUOR LICENSE APPLICATIONS RECEIVED TO DATE**

**Butch Cooley made a motion and so moved to approve all annual liquor license applications received to date.** Seconded by Tim Seidenstricker. Roll call vote: Mullins, yes; Hood, yes; McArthur, yes; Seidenstricker, yes; Cooley, yes; Fulbright, yes; Plunk, yes; Fleischmann, (excused); 7 Yeas: **Motion carried.**

## REPORTS FROM MAYOR, COUNCIL AND COMMITTEES

Mayor Counts reminded council that the hearing for the Rock Ambulance suit is tomorrow in Hillsboro and encouraged them to attend, if possible. Mayor Counts also stated the Beatification Committee, along with council members Butch Cooley and Tim Seidenstricker, met with two professional landscaping companies this week to discuss ideas to renovate the exterior of City Hall and the fountain area.

Butch Cooley, Ward 4 – Stated that renovations definitely need to be made to improve the appearance of City Hall.

Tim Seidenstricker, Ward 2 – Stated he is very excited about the updates.

## ADMINISTRATIVE REPORTS

Bryan Richison – Informed council that the City has received the second round of Cares Act funding in the amount of \$204,000. In regards to the American Recovery Act, we are waiting until further information becomes available. Mr. Richison attended the Jefferson County Tourism Committee event in Kimmswick and stated it was well attended.

**A motion to adjourn the meeting was made by Gary Plunk. Seconded by Mark Hood. Voice vote: All Yeas: Motion carried.**

Meeting adjourned at 8:15 p.m.



City Clerk Tammi Casey, CMC/MRCC-S



CITY OF ARNOLD, MISSOURI

ROLL CALL

MEETING: REGULAR

DATE: 5/20/2021

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BILL NO - RESOLUTION - MOTION

COUNCIL MEMBERS:

MAYOR RON COUNTS

COUNCIL: RODNEY MULLINS

COUNCIL: MARK HOOD

COUNCIL: BRIAN MCARTHUR

COUNCIL: TIM SEIDENSTRICKER

COUNCIL: BUTCH COOLEY

COUNCIL: JASON FULBRIGHT

COUNCIL: GARY PLUNK

COUNCIL: EJ FLEISCHMANN

CITY ADMINISTRATOR BRYAN RICHISON

CITY CLERK TAMMI CASEY

COM DEV DAVID BOOKLESS

FINANCE DIRECTOR BILL LEHMANN

CITY ATTORNEY BOB SWEENEY

ROLL CALL	CONSENT AGENDA	BILL NO 2789	BILL NO 2790	BILL NO 2791	BILL NO 2792
PRESENT					
PRESENT	YES	YES	YES	YES	YES
PRESENT	YES	YES	YES	YES	YES
PRESENT	YES	YES	YES	YES	NO
PRESENT	YES	YES	YES	YES	YES
PRESENT	YES	YES	YES	YES	YES
PRESENT	YES	YES	YES	YES	YES
PRESENT	YES	YES	YES	YES	YES
EXCUSED	EXCUSED	EXCUSED	EXCUSED	EXCUSED	EXCUSED
PRESENT	PARKS DIR:	DAVE CRUTCHLEY			-
PRESENT	PUBLIC WORKS:	JUDY WAGNER			PRESENT
PRESENT	TREASURER:	DAN KROUPA			PRESENT
PRESENT	POLICE DEPT.	CHIEF SHOCKEY			PRESENT
PRESENT					



CITY OF ARNOLD, MISSOURI

ROLL CALL

MEETING: REGULAR

DATE: 5/20/2021

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BILL NO - RESOLUTION - MOTION

COUNCIL MEMBERS:

MAYOR RON COUNTS

COUNCIL: RODNEY MULLINS

COUNCIL: MARK HOOD

COUNCIL: BRIAN MCARTHUR

COUNCIL: TIM SEIDENSTRICKER

COUNCIL: BUTCH COOLEY

COUNCIL: JASON FULBRIGHT

COUNCIL: GARY PLUNK

COUNCIL: EJ FLEISCHMANN

CITY ADMINISTRATOR BRYAN RICHISON

CITY CLERK TAMMI CASEY

COM DEV DAVID BOOKLESS

FINANCE DIRECTOR BILL LEHMANN

CITY ATTORNEY BOB SWEENEY

		MOTION TO APPROVE LIQUOR RENEWALS RECEIVED TO DATE					
		YES					
		YES					
		YES					
		YES					
		YES					
		YES					
		YES					
		EXCUSED					
			PARKS DIR:	DAVE CRUTCHLEY			
			PUBLIC WORKS:	JUDY WAGNER			
			TREASURER:	DAN KROUPA			
			POLICE DEPT.	CHIEF SHOCKEY			

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ARNOLD, MISSOURI, AMENDING CHAPTER 405 OF THE ARNOLD CODE OF ORDINANCES ESTABLISHING RESIDENTIAL BUILDING AND SITE DESIGN STANDARDS AND PROVIDING REGULATIONS THEREFOR.**

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**WHEREAS**, the City Council of the City of Arnold desires to amend Chapter 405 of the Arnold Code of Ordinances.

**WHEREAS**, the proper public hearings have been held, pursuant to City Ordinance and the laws of the state of Missouri.

**WHEREAS**, the Planning Commission has submitted its report and recommendation to the City Council on the proposed amendments to Chapter 405 of the Arnold Code of Ordinances; and

**WHEREAS**, the City Council voted to amend Chapter 405 of the Arnold Code of Ordinances.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ARNOLD, MISSOURI, AS FOLLOWS:

**SECTION 1.** Section 405.030(C), Definitions, of the Arnold Code of Ordinances is amended by adding the following:

**“POLE BUILDING**

A structure utilizing wooden or metal poles and trusses for support and most often used for agricultural, industrial, or residential storage. This definition shall include, but is not limited to, “pole barn”, “metal-clad building”, “barndominium”, “barn home”, and “post-frame”.”

**SECTION 2.** Section 405.050, General Provisions, of the Arnold Code of Ordinances is amended by deleting and removing Section 405.050(C)(2), Erection Of More Than (1) Principal Structure On A Lot, of the Supplementary District Regulations.

**SECTION 3.** Chapter 405 of the Arnold Code of Ordinances is hereby amended by adding the following section:

**“Section 405.160. Building and Site Design Standards.**

**Section 405.160.010 Purpose.**

The purpose of this section is to provide minimum standards for sustainable, attractive, and harmonious building and site design.

**Section 405.160.020. Intent.**

It is the intent of the design regulations to:

- A. Create transitions and relationships among the adjacent developments and neighborhoods.
- B. Require a scale and form for the design of buildings consistent with the development patterns envisioned by the comprehensive plan and necessary for implementation of either an existing zoning district or proposed planned district.
- C. Specify the appropriate relationship of buildings, site elements, open spaces, and public rights-of-way.
- D. Create value, identity and character within neighborhoods and districts through diverse architectural styles and a variety of design details.
- E. Integrate diversity of neighborhoods, planning districts, and development sites through the consistent application of scale, form, and function specified in the comprehensive plan and this chapter.

**Section 405.160.030 Overall Design Goals.**

- A. Connect buildings to the broader built environment through consistent orientation and design elements.
- B. Activate public streetscapes and other public or community spaces with pedestrian scale design elements and "permeable" buildings and facades.
- C. Create consistent well-designed building frontages along streets and other public or community spaces, suitable to the site context and environment.
- D. Include uniform application of basic design qualities and materials on all sides of buildings.
- E. Encourage architectural diversity appropriate to a site's immediate context.
- F. Create neighborhoods and districts that exhibit both character and value.
- G. Use exterior materials that contribute to the desired character of the planning district, and are compatible with existing materials of surrounding buildings.
- H. Avoid blank walls and long, uninterrupted facades along public streetscapes and other public or community spaces.

- I. Screen or eliminate building elements dedicated to loading, vehicle access, or other intensive service areas from prominent positions on streetscape or from adjacent property.
- J. Minimize the impact of external utilities, such as cabinets, mechanical equipment, conduits and storage areas on the public viewshed.
- K. Protect the character and values of adjacent properties and the public realm by creating criteria relating to building mass and scale that establish the relationship of buildings to the public viewshed.
- L. Create effective transitions from the public rights-of-way to private areas through the design, location, and orientation of buildings.

**Section 405.160.040 General Building Design Standards.**

- A. *Scope.* Unless otherwise noted, the standards contained in this subsection shall be met by all buildings.
- B. Every building hereafter erected or structurally altered shall be located on a lot and in no case shall there be more than one (1) primary structure on one (1) lot, as defined herein, except for any structure authorized as part of a special procedure requiring submission to the Planning Commission of any type of zoning approval or site development plan for review and approval.
- C. No portion of an area, frontage, or yard required for any lot, building, or use for the purpose of complying with provisions of this code shall be included as an area, frontage or yard for another lot, building or use.
- D. *Corner visibility.* On a corner lot nothing shall be constructed, erected, placed, planted or allowed to grow in height in excess of thirty-six (36) inches above the established street grade of intersecting streets within the sight distance triangle, except as required by the City. The height that an object is above the established street grade shall be established by measuring from the highest point of the object to a point on the top of curb or pavement edge that lies along the projection of a radial line from the center of the pavement curve through the object being measured.
- E. Improvements shall be permitted in accordance with Section 405.050(C), Supplementary District Regulations, except as otherwise provided in this Chapter.

**Section 405.160.050 Building Design Standards for Residential Uses.**

For zoning districts permitting residential uses, all residential buildings shall meet

the following minimum standards, based on site plan review by the Planning Commission as required by the Zoning Ordinance or by the Community Development Director where Planning Commission review is not required.

A. Multi-Family

1. *Site plan review.* Multi-family development shall be subject to requirements and procedures contained in Section 405.190 Site Plan Review.
2. *Natural features and environment.* Each site shall be designed to preserve natural features and environmental resources, such as:
  - a. Floodplains and drainageways.
  - b. Bodies of water.
  - c. Prominent ridges and rock ledges
  - d. Existing tree cover including tree masses, wind rows and significant individual trees
3. *Cut and fill.* Excessive cut and fill are undesirable. Site designs should preserve the natural topography of the site.
4. *Pedestrian circulation.* Pedestrian circulation systems (sidewalks, walkways, and paths) shall be located and designed to provide physical separation from vehicles along all public and private streets and within any parking area where practicably possible.
5. *Building separation.* All buildings shall be separated by a minimum distance of fifteen (15) feet, except as otherwise provided in this Chapter.
6. *Lot coverage.* Each site plan shall be designed to reflect unique site characteristics and strong neighborhood environments without overcrowding the site.
7. *Access.* All multifamily residential developments must have direct vehicular access to collector, arterial or higher classification streets. Multifamily residential development shall not take access to local streets.
8. *Open space.* Open space shall be provided to meet active and passive use requirements of the neighborhood in accordance with the following requirements and also subject to the provisions of the Zoning District in which the development it is located.
  - a. At least ten (10) percent of the total site area or any multifamily

development shall be set aside as common open space. The common open space shall be suitable for active or passive recreational use. Common open space areas shall be centrally placed within the neighborhood. Common open space may include pools, tennis courts, and tot lots. Common open space shall not be counted toward nor located in required zoning district setbacks.

- b. A minimum of sixty (60) square feet of private open space shall be provided for each ground-level dwelling unit and each dwelling unit that is accessible from a walk out basement. Private areas should allow only limited access and be enclosed to ensure privacy. Private areas typically include yards, balconies and patios.

9. *Vehicular circulation and parking.*

- a. *Street layout.* The layout of streets shall provide for safe operation of vehicles within the neighborhood. Excessively straight and wide streets encourage high-speed traffic and should be avoided. Curvilinear designs, reduced street widths and cul-de-sacs create stronger neighborhood environments.
- b. *Parking area layout.* Double loaded parking areas along private streets or drives are generally not acceptable. Parking areas shall be clustered and separated from the street.
- c. *Parking enclosures.* Parking enclosures shall be designed and sited so as to compliment the primary structures and to provide visual relief from extensive pavement area.

10. *Pedestrian circulation.*

- a. *Pedestrian linkages.* Pedestrian access shall be designed to provide reasonable linkages of dwelling units to neighborhood facilities such as recreation, services, mail and parking.
- b. *Landscaping details.* Pedestrian systems shall incorporate landscaping details to increase the visual interest and character of the neighborhood.
- c. *Landscaping.* Landscaping shall be designed in sufficient form, quantity and location to reduce, to the greatest extent possible, negative impacts affecting the site and adjacent properties and to increase the sense of neighborhood scale, character and identify.

- 11. *Architectural design.* The design of multifamily housing is a key element in determining the character of a neighborhood. The architectural features shall create a strong feeling of identity through design principles of scale,



harmony, rhythm and balance.

- a. Building facades shall be articulated by using color, arrangement or change in materials to emphasize the facade elements. The planes of exterior walls shall be varied in height, depth and direction. Extremely long facades shall be designed with sufficient building articulation and landscaping to avoid monotonous or overpowering institutional appearance.
- b. Materials selected for multifamily projects shall be durable and low maintenance with seventy-five (75) percent of the overall structure consisting of brick, stone or other masonry materials as may be approved by the Planning Commission. Certain exceptions may be made for unique structure designs such as, but not limited to, gables, offsets, trim, or decorative elements. Pole buildings or other non-traditionally constructed structures are prohibited for use as multifamily residential dwellings.
- c. Plain concrete finish shall not be exposed by more than twelve (12) inches in any area of public view. Special concrete textures or other treatments may be permitted by the Commission on a case-by-case basis.
- d. New multifamily residential developments shall respect the scale and character of the adjacent residential neighborhood. Attention to views, building scale and orientation, proximity to adjacent uses, location of driveways, noise, lighting and landscape should be respected.
- e. The architectural design of each unit or building shall impart a feeling of neighborhood scale. Units shall be designed with vertical and horizontal offsets to break up rooflines, define private outdoor areas, allow greater views, and admit light and air to unit interiors. Large, blank wall surfaces shall be avoided. Windows and projecting wall surfaces shall be used to break up larger wall surfaces and establish visual interest.
- f. The same level of architectural design and quality of materials shall be applied to all sides of the building. The side and rear elevations, garages, carports, and all accessory structures shall maintain the same level of design, aesthetic quality, and architectural compatibility.
- g. Screening from the street of all outdoor refuse areas, ground mounted mechanical equipment, utilities, and banks of meters shall be provided. The screening of these items is to be architecturally compatible with the major building components and shall include landscaping.

## B. Two-, Three-, or Four-Family Dwellings

1. *Scope.* The design standards contained in this subsection apply to all new two-, three-, or four-family homes or additions constructed and any two-, three-, or four-family homes re-roofed or substantially rehabilitated, as defined herein, subsequent to the adoption of this section.
2. *Standards.*
  - a. Construction materials shall be consistent with that of residential development within the City, including, but not limited to, site-built homes using wood or stick framing, or as determined by the Community Development Director. Pole buildings or other non-traditionally constructed structures are prohibited for use as two-, three-, or four-family residential dwellings.
  - b. Primary exterior siding materials on structures intended for use as residential dwellings shall be similar to exterior siding used on conventional residences, including, but not limited to, wood clapboard, simulated clapboard such as metal, vinyl, or fiber cement, wood shakes, stucco, masonry such as brick or stone, or similar material, or as determined by the Community Development Director, but excluding high gloss finish, smooth, ribbed, corrugated, or other finishes of metal. Metal may be used as a subordinate architectural element.
  - c. Each rooftop section of horizontally attached residences shall be of matching or consistent material, as determined by the Community Development Director.
  - d. Plain concrete finish shall not be exposed by more than twelve (12) inches on the front or street-facing façade, or thirty-six (36) inches on the side and rear facades. Special concrete textures or other treatments may be permitted with approval of the Community Development Director.

## C. Single-Family Dwellings

1. *Scope.* The design standards contained in this subsection apply to all new single-family homes or additions constructed subsequent to the adoption of this section.
2. *Standards.*
  - a. Construction materials shall be consistent with that of residential development within the City, including, but not limited to, site-built homes using wood or stick framing, or as determined by the Community

Development Director. Pole buildings or other non-traditionally constructed structures are prohibited for use as single-family residential dwellings.

- b. Primary exterior siding materials on structures intended for use as residential dwellings shall be similar to exterior siding used on conventional residences, including, but not limited to, wood clapboard, simulated clapboard such as metal, vinyl, or fiber cement, wood shakes, stucco, masonry such as brick or stone, or similar material, or as determined by the Community Development Director, but excluding high gloss finish, smooth, ribbed, corrugated, or other finishes of metal. Metal may be used as a subordinate architectural element.
- c. Plain concrete finish shall not be exposed by more than twelve (12) inches on the front or street-facing façade, or thirty-six (36) inches on the side and rear facades. Special concrete textures or other treatments may be permitted with approval of the Community Development Director.

**Section 405.160.060 (Reserved)**

**Section 405.160.070 (Reserved)**

**Section 405.160.080 Variations from Design Standards**

The Planning Commission may authorize variations from these standards where practical hardships are found to be present or where such variation would encourage high quality construction and site planning design that is consistent with good planning practice.”

**SECTION 3.** If any part of this Ordinance is found to be unconstitutional, invalid or unenforceable by a court of competent jurisdiction, such invalidity shall not affect the validity or effectiveness of the remaining provisions of this Ordinance or any part thereof and said Ordinance shall be read as if said invalid provision was struck therefrom and the context thereof changed accordingly with the remainder of the Ordinance to be and remain in full force and effect.

**SECTION 4.** All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Ordinance, are, to the extent of such conflict, hereby repealed.

**SECTION 5.** This ordinance shall be in full force and effect from and after its passage and approval.

*[SIGNATURES ON FOLLOWING PAGE]*

READ TWO TIMES, PASSED AND APPROVED ON THIS \_\_\_\_\_ DAY OF JUNE 2021.

\_\_\_\_\_  
Presiding Officer of the Council

\_\_\_\_\_  
Mayor Ron Counts

ATTEST:

\_\_\_\_\_  
City Clerk Tammi Casey

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney Robert Sweeney



## CITY COUNCIL AGENDA ITEM STAFF REPORT

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<b>MEETING DATE:</b>	June 6, 2021
<b>TITLE:</b>	PC-2020-24 Building & Site Design Standards (Text Amendment)
<b>DEPARTMENT:</b>	Community Development
<b>PROJECT MANAGER:</b>	Sarah Turner, Community Development Planner
<b>REQUESTED ACTION:</b>	Ordinance approval
<b>ATTACHMENTS:</b>	(1) Staff Report to Planning Commission; (2) Draft Planning Commission Meeting Minutes; (3) Draft Ordinance

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### **EXECUTIVE SUMMARY:**

A City-initiated request to amend Chapter 405, Zoning, of the Code of Ordinances to modify and establish building and site design standards for various residential uses. Included in the proposed standards are provisions addressing a number of issues with a specific prohibition on so-called “**barndominiums.**” Non-residential regulations will be discussed by Planning Commission in the coming months.

### **REVIEW & ANALYSIS:**

A number of concerns raised by elected and appointed officials, as well as from the general public, about existing development in the City might have been avoided if standards were in place to ensure that new and remodeled buildings constructed in the City add character and value to the community. In response, the Planning Commission began exploring issues surrounding building and site design standards in the City of Arnold. By establishing formal standards, applicants can better anticipate what the City desires, as well as the associated development costs. The City can then apply standards in a fair, firm, and consistent manner.

The Planning Commission proposes to add a new section to Chapter 405, Zoning, titled “Building and Site Design Standards”. The ordinance states the City’s intent, purpose, and goals behind these regulations, as well as the regulations themselves as related to various residential uses. There are a few reserved sections where future non-residential standards will be placed. Also included in the draft is an appeals process and minor changes/additions to Definitions and General Provisions to ensure consistency in the Code. The Planning Commission discussed the proposed ordinance and recommended a few changes to specific provisions related to the percentage of masonry for multi-family developments and allowable plain exposed concrete finish for all residential types.

### **RECOMMENDATION:**

On April 27, 2021, the Planning Commission, by a vote of 8 to 1, voted to recommend approval of the ordinance. The provided ordinance includes changes as directed by the Planning Commission.



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## SUMMARY TO PLANNING COMMISSION

### CITY OF ARNOLD

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**APPLICATION #:** PC-2020-24

**APPLICATION NAME:** Application to Amend Municipal Code Chapter 405 (Zoning) - Building & Site Design Standards

**APPLICANT:** City of Arnold

**REQUEST:** A City-initiated request to amend Chapter 405, Zoning, of the Code of Ordinances to modify building and site design standards for various residential uses.

**MEETING DATE:** April 27, 2021

**REPORT DATE:** April 20, 2021

**CASE MANAGER:** Sarah Turner

**RECOMMENDATION:** **APPROVAL (HEARING TO REMAIN OPEN)**





# SUMMARY TO PLANNING COMMISSION

## CITY OF ARNOLD

### BACKGROUND

The City's Zoning Ordinance was adopted by the City Council on June 30, 1977. A number of amendments have been approved with the most recent being a major reorganization of the Code on October 15, 2020. Periodic revision is essential if the ordinances are to maintain a rational land use pattern. Changes should not be made in an arbitrary manner. Significant updates to the Zoning Ordinance are best undertaken following an update of the Comprehensive Plan. Nevertheless, clarification of information contained in the Zoning Ordinance may be appropriate at any time.

Beginning in February 2020, the Planning Commission and City Staff have been exploring issues surrounding building and site design in the City. The timeline for this project was initially delayed by the COVID-19 pandemic. Following some questions to the Community Development Department regarding "barndominiums" (metal pole barns with residential dwellings inside) in late 2020, City Council issued a 6-month moratorium on the construction of pole barns and metal-clad structures used as residential dwellings. This moratorium was extended by 3 months and is set to expire June 24, 2021. Due to the continued public hearing for building and site design standards, the research around "barndominiums" was included as a part of the residential discussion of the proposed amendment.

The pole-barn dwelling moratorium (Bill No. 2778) is set to expire in 2 months. To avoid another extension on the moratorium, Staff have prepared a draft ordinance of the general and residential provisions of the Building and Site Design Standards. The public hearing for this project should remain open to allow for further discussion on non-residential design standards, which will be placed in a reserved section of the attached draft ordinance.

Let this document serve as a summary of the attached draft ordinance. Staff will present the ordinance in full at the April 27, 2021 hearing.

### DISCUSSION/ANALYSIS

*The analysis by Staff that follows is intended to allow the Planning Commission to reach the most informed decision possible and to facilitate discussion. Such discussion is important to identify and consider any potential unintended consequences of the proposed amendment.*

### **CURRENT "STANDARDS" AND ISSUES**

As a part of the Site Plan Review process, Staff and the Commission will review both the site design and architectural elevations of proposed non-residential and multi-family developments. However, there are limited formal guidelines or standards to reference in the Zoning Ordinance for general design standards and even less for residential design standards. This results in applicants not knowing what the expectation of the City are in this regard. When review is then conducted, the City runs the risk of being inconsistent with what is required. This can be avoided with standards to ensure that new and remodeled residential dwellings constructed in Arnold will add character and value to the community.



# SUMMARY TO PLANNING COMMISSION

## CITY OF ARNOLD



### DISCUSSION/ANALYSIS, CONT.

#### **PROPOSED DRAFT ORDINANCE—GENERAL PROVISIONS**

The draft ordinance for Building & Site Design Standards is attached to this report on pages 8 through 14. The ordinance establishes a definition of “Pole Buildings”, or barndominiums, removes a conflicting section that will be explained below, and Section 405.160 as “Building and Site Design Standards”.

Following the introductory purpose and intent sections are general design goals for the ordinance. Design goals include consistent design elements, avoiding blank walls/uninterrupted facades, and protecting the character and value of surrounding properties. After the design goals are some general building design standards, which are to apply to all buildings unless specified otherwise. One of these includes an update to our regulations on more than one primary structure per lot. The regulation doesn’t apply to single-family but will apply to any structure that would need approval from the Commission. The next two sections are the residential standards (discussed below) and a reserved section for the non-residential standards which will be discussed by the Commission over the course of the next few months.

At the end of the draft ordinance are two small but important sections. As there are different review criteria for a single family home versus a new apartment complex, the Review Criteria section states that compliance and review is to be determined by the appropriate reviewing group (City Staff or the Planning Commission) as determined by Code. Finally, there is a section to specify that an applicant would request an appeal from the Planning Commission to varyiate from the building and site design standards.





# SUMMARY TO PLANNING COMMISSION CITY OF ARNOLD

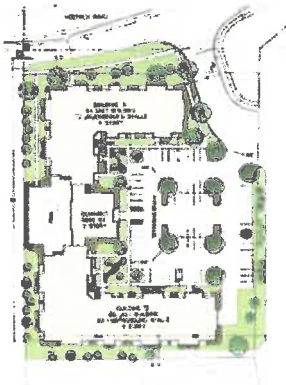
## DISCUSSION/ANALYSIS, CONT.

### PROPOSED DRAFT ORDINANCE—RESIDENTIAL PROVISIONS

#### *Multi-Family*

Most crucially, the draft ordinance includes a requirement that multi-family development is subject to Site Plan Review by the Planning Commission. Many of the standards for multi-family are ones which are already requested or included in proposals by default — just not officially codified. Additions include pedestrian and open space requirements, requiring safe and separated off-street parking, and architectural design.

As previously discussed, the design provisions include language to prohibit pole-barns or metal buildings to be used as multi-family dwellings. That same provision requires that materials for multi-family be a certain percentage of masonry. Staff looked at a range of values for this masonry percentage and found 70% to be a reasonable figure. The Planning Commission may change this value as they see fit.



Building & Site Design Standards (Residential)

# SUMMARY TO PLANNING COMMISSION

## CITY OF ARNOLD



### DISCUSSION/ANALYSIS, CONT.

#### *Single-, Two-, Three-, or Four- Family*

These sections are separated but similar. Both prohibit pole-barns or metal buildings to be used as residential dwellings. Both sections additionally include a provision to regulate the exterior siding material of the dwelling structures to traditional siding materials to ensure that neighborhoods remain consistent in character. The two-, three-, or four- family section specifically requires that horizontally-attached dwellings have a matching or consistent roofing material.



All residential dwellings (including multi-family) must not expose more than twelve (12) inches of plain concrete finish, to prevent situations where a substantial portion of a wall is unfinished as shown below.





## SUMMARY TO PLANNING COMMISSION

### CITY OF ARNOLD

#### FINDINGS AND RECOMMENDATION

#### **SUCH AMENDMENT IS REQUIRED BY PUBLIC NECESSITY AND CONVENIENCE AND GENERAL WELFARE**

Staff finds that the proposed text amendments are warranted by the public necessity and convenience to provide reasonable and fair regulations in the Zoning Ordinance that is not substantially more burdensome than that in other nearby communities.

Staff finds that the proposed text amendments are warranted by the need to promote and protect the general welfare by protecting the economic and tax base of the City, preserving and enhancing the values of property owners and users, promoting the orderly and harmonious development and redevelopment of the City, preserving and promoting the character and stability of the City and its various residential and commercial neighborhoods, improving the appearance of the City, and promoting the best use and development of commercial land in accordance with the Comprehensive Plan.

#### **RECOMMENDATION**

Staff finds that the proposed text amendments meet or exceed review criteria and further advances the intent of Chapter 405. Based on this finding, Staff requests favorable consideration of the application.

A handwritten signature in black ink, appearing to read "Sarah Turner", written over a horizontal line.

Sarah Turner  
Community Development Planner

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# SUMMARY TO PLANNING COMMISSION

## CITY OF ARNOLD



### PROPOSED AMENDMENTS

#### **Section 405.030(C) Definitions**

#### **POLE BUILDING**

A structure utilizing wooden or metal poles and trusses for support and most often used for agricultural, industrial, or residential storage. This definition shall include, but is not limited to, "pole barn", "metal-clad building", "barndominium", "barn home", and "post-frame".

Black Text = Existing  
Blue Underscore = Added  
Red Strikethrough = Deleted

#### **Section 405.050 General Provisions**

#### **C. Supplementary District Regulations**

~~2. Erection Of More Than One (1) Principal Structure On A Lot. In any district, more than one (1) structure housing a permitted or permissible principal use may be erected on a single lot, provided that yard and other requirements of this Chapter shall be met for each structure as though it were on an individual lot.~~

#### **Section 405.160. Building and Site Design Standards.**

#### **Section 405.160.010 Purpose.**

The purpose of this section is to provide minimum standards for sustainable, attractive, and harmonious building and site design.

#### **Section 405.160.020. Intent.**

It is the intent of the design regulations to:

- A. Create transitions and relationships among the adjacent developments and neighborhoods.
- B. Require a scale and form for the design of buildings consistent with the development patterns envisioned by the comprehensive plan and necessary for implementation of either an existing zoning district or proposed planned district.
- C. Specify the appropriate relationship of buildings, site elements, open spaces, and public rights-of-way.
- D. Create value, identity and character within neighborhoods and districts through diverse architectural styles and a variety of design details.



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## SUMMARY TO PLANNING COMMISSION

### CITY OF ARNOLD

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- E. Integrate diversity of neighborhoods, planning districts, and development sites through the consistent application of scale, form, and function specified in the comprehensive plan and this chapter.

#### **Section 405.160.030 Overall Design Goals.**

- A. Connect buildings to the broader built environment through consistent orientation and design elements.
- B. Activate public streetscapes and other public or community spaces with pedestrian scale design elements and "permeable" buildings and facades.
- C. Create consistent well-designed building frontages along streets and other public or community spaces, suitable to the site context and environment.
- D. Include uniform application of basic design qualities and materials on all sides of buildings.
- E. Encourage architectural diversity appropriate to a site's immediate context.
- F. Create neighborhoods and districts that exhibit both character and value.
- G. Use exterior materials that contribute to the desired character of the planning district, and are compatible with existing materials of surrounding buildings.
- H. Avoid blank walls and long, uninterrupted facades along public streetscapes and other public or community spaces.
- I. Screen or eliminate building elements dedicated to loading, vehicle access, or other intensive service areas from prominent positions on streetscape or from adjacent property.
- J. Minimize the impact of external utilities, such as cabinets, mechanical equipment, conduits and storage areas on the public viewshed.
- K. Protect the character and values of adjacent properties and the public realm by creating criteria relating to building mass and scale that establish the relationship of buildings to the public viewshed.
- L. Create effective transitions from the public rights-of-way to private areas through the design, location, and orientation of buildings.

#### **Section 405.160.040 General Building Design Standards.**

- A. Scope. Unless otherwise noted, the standards contained in this subsection shall be met by all buildings.

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# SUMMARY TO PLANNING COMMISSION

## CITY OF ARNOLD

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- B. Every building hereafter erected or structurally altered shall be located on a lot and in no case shall there be more than one (1) primary structure on one (1) lot, as defined herein, except for any structure authorized as part of a special procedure requiring submission to the Planning Commission of any type of zoning approval or site development plan for review and approval.
- C. No portion of an area, frontage, or yard required for any lot, building, or use for the purpose of complying with provisions of this code shall be included as an area, frontage or yard for another lot, building or use.
- D. *Corner visibility.* On a corner lot nothing shall be constructed, erected, placed, planted or allowed to grow in height in excess of thirty-six (36) inches above the established street grade of intersecting streets within the sight distance triangle, except as required by the City. The height that an object is above the established street grade shall be established by measuring from the highest point of the object to a point on the top of curb or pavement edge that lies along the projection of a radial line from the center of the pavement curve through the object being measured.
- E. Improvements shall be permitted in accordance with Section 405.050(C), Supplementary District Regulations, except as otherwise provided in this Chapter.

### Section 405.160.050 Building Design Standards for Residential Uses.

For zoning districts permitting residential uses, all residential buildings shall meet the following minimum standards, based on site plan review by the Planning Commission as required by the Zoning Ordinance or by the Community Development Director where Planning Commission review is not required.

#### A. Multi-Family

- 1. *Site plan review.* Multi-family development shall be subject to requirements and procedures contained in Section 405.190 Site Plan Review.
- 2. *Natural features and environment.* Each site shall be designed to preserve natural features and environmental resources, such as:
  - a. *Floodplains and drainageways.*
  - b. *Bodies of water.*
  - c. *Prominent ridges and rock ledges*
  - d. *Existing tree cover including tree masses, wind rows and significant individual trees*



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## SUMMARY TO PLANNING COMMISSION

### CITY OF ARNOLD

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3. Cut and fill. Excessive cut and fill are undesirable. Site designs should preserve the natural topography of the site.
4. Pedestrian circulation. Pedestrian circulation systems (sidewalks, walkways, and paths) shall be located and designed to provide physical separation from vehicles along all public and private streets and within any parking area where practicably possible.
5. Building separation. All buildings shall be separated by a minimum distance of fifteen (15) feet, except as otherwise provided in this Chapter.
6. Lot coverage. Each site plan shall be designed to reflect unique site characteristics and strong neighborhood environments without overcrowding the site.
7. Access. All multifamily residential developments must have direct vehicular access to collector, arterial or higher classification streets. Multifamily residential development shall not take access to local streets.
8. Open space. Open space shall be provided to meet active and passive use requirements of the neighborhood in accordance with the following requirements and also subject to the provisions of the Zoning District in which the development it is located.
  - a. At least ten (10) percent of the total site area or any multifamily development shall be set aside as common open space. The common open space shall be suitable for active or passive recreational use. Common open space areas shall be centrally placed within the neighborhood. Common open space may include pools, tennis courts, and tot lots. Common open space shall not be counted toward nor located in required zoning district setbacks.
  - b. A minimum of sixty (60) square feet of private open space shall be provided for each ground-level dwelling unit and each dwelling unit that is accessible from a walk out basement. Private areas should allow only limited access and be enclosed to ensure privacy. Private areas typically include yards, balconies and patios.
9. Vehicular circulation and parking.
  - a. Street layout. The layout of streets shall provide for safe operation of vehicles within the neighborhood. Excessively straight and wide streets encourage high-speed traffic and should be avoided. Curvilinear designs, reduced street widths and cul-de-sacs create stronger neighborhood environments.



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## SUMMARY TO PLANNING COMMISSION

### CITY OF ARNOLD

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- b. *Parking area layout.* Double loaded parking areas along private streets or drives are generally not acceptable. Parking areas shall be clustered and separated from the street.
- c. *Parking enclosures.* Parking enclosures shall be designed and sited so as to compliment the primary structures and to provide visual relief from extensive pavement area.

#### 10. *Pedestrian circulation.*

- a. *Pedestrian linkages.* Pedestrian access shall be designed to provide reasonable linkages of dwelling units to neighborhood facilities such as recreation, services, mail and parking.
- b. *Landscaping details.* Pedestrian systems shall incorporate landscaping details to increase the visual interest and character of the neighborhood.
- c. *Landscaping.* Landscaping shall be designed in sufficient form, quantity and location to reduce, to the greatest extent possible, negative impacts affecting the site and adjacent properties and to increase the sense of neighborhood scale, character and identify.

#### 11. *Architectural design.* The design of multifamily housing is a key element in determining the character of a neighborhood. The architectural features shall create a strong feeling of identity through design principles of scale, harmony, rhythm and balance.

- a. *Building facades shall be articulated by using color, arrangement or change in materials to emphasize the facade elements. The planes of exterior walls shall be varied in height, depth and direction. Extremely long facades shall be designed with sufficient building articulation and landscaping to avoid monotonous or overpowering institutional appearance.*
- b. *Materials selected for multifamily projects shall be durable and low maintenance with seventy (70) percent of the overall structure consisting of brick, stone or other masonry materials as may be approved by the Planning Commission. Certain exceptions may be made for unique structure designs such as, but not limited to, gables, offsets, trim, or decorative elements. Pole buildings or other non-traditionally constructed structures are prohibited for use as multi-family residential dwellings.*
- c. *Plain concrete finish shall not be exposed by more than twelve (12) inches in any area of public view. Special concrete textures or other treatments may be permitted with the approval of the Planning Commission.*



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## SUMMARY TO PLANNING COMMISSION

### CITY OF ARNOLD

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- d. New multifamily residential developments shall respect the scale and character of the adjacent residential neighborhood. Attention to views, building scale and orientation, proximity to adjacent uses, location of driveways, noise, lighting and landscape should be respected.
- e. The architectural design of each unit or building shall impart a feeling of neighborhood scale. Units shall be designed with vertical and horizontal offsets to break up rooflines, define private outdoor areas, allow greater views, and admit light and air to unit interiors. Large, blank wall surfaces shall be avoided. Windows and projecting wall surfaces shall be used to break up larger wall surfaces and establish visual interest.
- f. The same level of architectural design and quality of materials shall be applied to all sides of the building. The side and rear elevations, garages, carports, and all accessory structures shall maintain the same level of design, aesthetic quality, and architectural compatibility.
- g. Screening from the street of all outdoor refuse areas, ground mounted mechanical equipment, utilities, and banks of meters shall be provided. The screening of these items is to be architecturally compatible with the major building components and shall include landscaping.

#### B. Two-, Three-, or Four-Family Dwellings

1. Scope. The design standards contained in this subsection apply to all new two-, three-, or four-family homes or additions constructed and any two-, three-, or four-family homes re-roofed or substantially rehabilitated, as defined herein, subsequent to the adoption of this section.

#### 2. Standards.

- a. Construction materials shall be consistent with that of residential development within the City, including, but not limited to, site-built homes using wood or stick framing, or as determined by the Community Development Director. Pole buildings or other non-traditionally constructed structures are prohibited for use as two-, three-, or four-family residential dwellings.
- b. Primary exterior siding materials on structures intended for use as residential dwellings shall be similar to exterior siding used on conventional residences, including, but not limited to, wood clapboard, simulated clapboard such as metal, vinyl, or fiber cement, wood shakes, stucco, masonry such as brick or stone, or similar material, or as determined by the Community Development Director, but excluding high gloss finish, smooth,

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# SUMMARY TO PLANNING COMMISSION

## CITY OF ARNOLD

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ribbed, corrugated, or other finishes of metal. Metal may be used as a subordinate architectural element.

- c. Each rooftop section of horizontally attached residences shall be of matching or consistent material, as determined by the Community Development Director.
- d. Plain concrete finish shall not be exposed by more than twelve (12) inches in any area of public view. Special concrete textures or other treatments may be permitted with approval of the Community Development Director.

### C. Single-Family Dwellings

1. Scope. The design standards contained in this subsection apply to all new single-family homes or additions constructed subsequent to the adoption of this section.

#### 2. Standards.

- a. Construction materials shall be consistent with that of residential development within the City, including, but not limited to, site-built homes using wood or stick framing, or as determined by the Community Development Director. Pole buildings or other non-traditionally constructed structures are prohibited for use as single-family residential dwellings.
- b. Primary exterior siding materials on structures intended for use as residential dwellings shall be similar to exterior siding used on conventional residences, including, but not limited to, wood clapboard, simulated clapboard such as metal, vinyl, or fiber cement, wood shakes, stucco, masonry such as brick or stone, or similar material, or as determined by the Community Development Director, but excluding high gloss finish, smooth, ribbed, corrugated, or other finishes of metal. Metal may be used as a subordinate architectural element.
- c. Plain concrete finish shall not be exposed by more than twelve (12) inches in any area of public view. Special concrete textures or other treatments may be permitted with approval of the Community Development Director.

**Section 405.160.060 (Reserved)**

**Section 405.160.070 (Reserved)**

**Section 405.160.080 Variations from Design Standards**

The Planning Commission may authorize variations from these standards where practical hardships are found to be present or where such variation would encourage high quality



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## SUMMARY TO PLANNING COMMISSION

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### CITY OF ARNOLD

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construction and site planning design that is consistent with good planning practice.

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# PLANNING COMMISSION MEETING CONDUCTED VIRTUALLY April 27, 2021

## 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 7:00 p.m.
2. **APPROVAL OF MINUTES:** Motion by Jeff Campbell to approve the minutes from the April 13, 2021 meeting. Second by Steve Buss. *Voice vote:* Approved 9-0.
3. **ROLL CALL OF COMMISSIONERS:** Alan Bess, Steve Buss, Jeff Campbell, Phil Hogan, Frank Kutilek, Justin Lurk, Brian McArthur, Chad Miller (Excused), Del Williams, Andrew Sutton. **STAFF:** David Bookless (Community Development Director), Christie Hull-Bettale (Engineer/Planner), Sarah Turner (Planner), Robert Sweeney (City Attorney).
4. **PUBLIC HEARINGS:**
  - a. **PC-2020-24 Building and Site Design Standards (Text Amendment):** Motion by Campbell to open the hearing. Second by Williams. Mr. Sutton introduced the project. Ms. Turner presented her report which recommended favorable consideration of the text amendment. Buss asked for a clarification on the concrete finish provision. Mr. Sutton suggested 75% masonry for multi-family instead of 70%. Mr. Sutton asked if some of the language was defensible. Mr. Sweeney clarified that it is. Mr. Sutton asked why variances would go to the Planning Commission instead of the Board of Adjustment. Ms. Turner and Mr. Bookless explained that the Commission is better suited to issues related to design. Campbell suggested permitting up to three (3) feet of plain concrete finish instead of one (1) foot. Williams, Bess, and McArthur discussed the exposed concrete provision. Lurk asked for clarification on "in public view". Mr. Bookless provided clarification. No further discussion. Motion by Campbell to close the hearing. Second by Williams.
5. **ADJOURNMENT OF REGULAR SESSION: Adjourned by Sutton at 7:22 p.m.**

### EXECUTIVE SESSION

6. **NEW BUSINESS:**
  - a. **PC-2021-24 Building and Site Design Standards (Text Amendment):** Motion by Campbell to recommend approval of the text amendment with one change: three (3) foot exposed concrete instead of one (1) foot. Second by Lurk. Mr. Sutton explained his support of the increased masonry for multi-family. Campbell, Williams, Bess, and Lurk discussed the concrete finish provision. Mr. Sutton requested that these amendments come back to the Commission for review. Mr. Bookless said that the pole barn dwelling ordinance will expire soon and would prefer that the Commission approve the ordinance tonight. Mr. Sweeney agreed, and said that any later comments from the Commission could be submitted to Staff and considered when City Council reviews the text amendment. Campbell amended his motion to include two revisions to the original draft: (i) 75% masonry for multifamily and (ii) up to one (1) foot of plain concrete finish exposed on the front façade

and up to three (3) feet exposed on side and rear facades. Lurk amended his second. No further discussion. *Roll call vote:* Alan Bess, yes. Brian McArthur, yes. Del Williams, yes. Frank Kutilek, yes. Jeff Campbell, yes. Steve Buss, yes. Phil Hogan, yes. Chad Miller, yes. Andrew Sutton, no. 8 yeas, 1 nay. – Motion Passes.

7. **ANNOUNCEMENTS:** Mr. Bookless announced the departure of a Community Development Department administrative assistant. The next meeting of the Planning Commission is scheduled for May 11, 2021. Mr. Sweeney had no report. Council Liaison McArthur had no report. No other Commissioners had reports.
8. **ADJOURNMENT:** Motion by Campbell to adjourn. Second by Williams. *Voice vote:* Approved 9-0. Meeting adjourned at 7:35 p.m.

Respectfully Submitted,

Alan Bess  
Planning Commission Secretary

RESOLUTION NO: 21-30

A RESOLUTION APPOINTING AND RE-APPOINTING VARIOUS INDIVIDUALS TO  
SERVE ON DIFFERENT BOARDS WITH DIFFERENT EXPIRATION  
DATES

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BE IT RESOLVED by the Council of the City of Arnold, Missouri, that the following individuals are hereby appointed and re-appointed to serve on various Boards until their term expires or a successor has been duly appointed and qualified.

**SECTION 1. BEAUTIFICATION COMMISSION**

1. Andrew Sutton is re-appointed to serve a term of two-years on the Beautification Commission that will expire on 04/19/2022. (Note: We did not re-appoint in 2020 due to the Covid 19 Pandemic)
2. Joe McKee is re-appointed to serve a term of two-years on the Beautification Commission that will expire on 04/19/2022. (Note: We did not re-appoint in 2020 due to the Covid 19 Pandemic).
3. Nick Ferrario is re-appointed to serve a term of two-years on the Beautification Commission that will expire on 04/19/2020. (Note: We did not re-appoint in 2020 due to the Covid 19 Pandemic).
4. Tricia Sutton is re-appointed to serve a term of two-term on the Beautification Commission that will expire on 04/19/2020. (Note: We did not re-appoint in 2020 due to the Covid 19 Pandemic).
5. Rachel Robison is Appointed to the Beautification Commission to serve the remaining of a two-year term that will expire on 04/19/2022. (Resume' attached)

**SECTION 2. VETERANS COMMISSION**

1. Larry L. Boyce is hereby appointed to the Veterans Commission as a Veteran Member to serve an unexpired term that will expire on April 02, 2023. (Resume' attached)

\_\_\_\_\_  
Presiding Officer of the City Council

\_\_\_\_\_  
Mayor Ron Counts

ATTEST:

\_\_\_\_\_  
City Clerk Tammi Casey

Date: \_\_\_\_\_

Z:\CITYDOCS\RESOLUTN\2021\21-30 Re-Appointing Various 2021.docx  
6/1/21



# RACHEL ROBISON

862 Weedel Dr. Arnold, MO 63010 · (314) 398-7048

<https://www.linkedin.com/in/rachelrobison/>

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## PROFESSIONAL EXPERIENCE

SEPTEMBER 1999 – PRESENT

### SSM HEALTH CARDINAL GLENNON CHILDREN'S FOUNDATION

In my first two years at the Foundation, my primary duties were largely administrative, assisting all members of the Foundation staff in various capacities.

In 2001, I joined the events team, where I assisted in the planning and execution of the Foundation's major fundraising events, including the Bob Costas Gala and the Glennon Golf Classic. In addition, I served as project manager for the "Cards for Kids" program, performing multiple roles from procurement of artwork to fulfillment and inventory control.

Since February 2011, I have served the Foundation primarily as a grant writer/administrator and content writer. I maintain a portfolio of foundation and corporate donors, as well as public funders at the state and local level. I am also responsible for setting up tracking measures, monitoring funds usage for awarded grants, and facilitating flow of funds from foundation to hospital.

In this role, I also provide writing support for senior fundraising staff for personal solicitations and presentations, as well as content writing and editing support for our Marketing Team. To date I have also submitted two feature-length articles for publication in *Glennon* magazine.

In March 2021, I received a promotion to Senior Project Manager, where, in addition to my current duties, I will also manage special initiatives for the SSM system philanthropy team involving various aspects of philanthropy including donor recognition, annual giving, finance and more.

#### Key Accomplishments:

- Creation of process and procedure documents for grants.
- Successful completion of a "fundraising library" of impact reports for the hospital's signature programs and services.
- Comprehensive inventory of more than 150 donor recognition plaques and 300 art pieces throughout the hospital.
- Development of a Donor Recognition Policy.
- Redesign and launch of streamlined project management processes and documentation for Foundation events and programs.

## EDUCATION

AUGUST 2010

**MASTER OF HEALTH ADMINISTRATION, WEBSTER UNIVERSITY**

Delta Mu Delta Honor Society

MAY 2006

**BACHELOR OF ARTS IN MANAGEMENT, WEBSTER UNIVERSITY**

Health Care Administration Emphasis

Department Honors

Sisters of Loretto Scholarship Recipient

## SKILLS & KNOWLEDGE

- Nearly 20 years' experience in Raiser's Edge
- Advanced writing and editing skills
- Knowledge of hospital and health systems administration
- Knowledge of grants and grantsmanship processes
- Knowledge of accounting and health care finance
- Knowledge of medical terminology and pharmacology
- Experience with Office 365 Suite
- Intermediate project management skills

## VOLUNTEER SERVICE

- American Chamber Chorale
  - Member since 2011
  - Serve as the Chorale's Artistic Administrator
  - Serve on the Chorale's Board of Trustees
- No-Name Chorale
  - Member since 2018
  - Serve as Secretary/Treasurer on Chorale's Board of Trustees
- Member of the St. Louis Chamber Chorus since 2019
  - Member since 2019
  - Participated in Chorus' latest recording project, *St. Louis Premiers*

# Larry L. Boyce

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## Objective

Serve proudly and represent veterans and citizens on the City of Arnold Veterans Committee

## Education

Mountain Grove High School - Diploma (1964)

Fontbonne University – Bachelor of Science Business (1990)

## Experience

Chrysler Corporation – Assembly, Supervisor, Superintendent, Area Manager (1965 – 2006)

## Military

United States Army – Specialist 5<sup>th</sup> Class  
Vietnam + Fort Carson (1967 – 1969)  
Purple Heart Recipient