



## PLANNING COMMISSION

### ZOOM MEETING

Tuesday, November 10, 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: *October 27, 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.*
  - b. **PC-2020-25 Jefferson Franklin Community Action Corporation (Head Start):** *A request for a Conditional Use Permit (CUP) for "Nursery schools and day nurseries" to allow a 2-classroom Head Start program located at 3921 Jeffco Blvd (New Hope United Methodist Church), within the "R-3" Residence District, as provided in the Arnold Zoning Ordinance. Submitted by Jefferson Franklin Community Action Corporation.*
5. SITE PLANS, PLATS, OTHER BUSINESS:
  - a. **PC-2020-23 Shelton Landscape & Maintenance:** *A request for approval of an amended Site Plan for an existing landscaping company located at 1515 Lonedell Industrial Court within the "M-1" Industrial Zoning District.*
6. ADJOURNMENT OF REGULAR SESSION

#### EXECUTIVE SESSION

7. NEW BUSINESS:
  - a. **PC-2020-25 Jefferson Franklin Community Action Corporation (Head Start).** *The Planning Commission may vote on this item tonight.*
  - b. **PC-2020-23 Shelton Landscape & Maintenance.** *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: 841 4977 2605      Passcode: : 577507

**To join by telephone (audio only):** 1-312-626-6799

Meeting ID: 841 4977 2605      Passcode: : 577507

*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.*



# PLANNING COMMISSION MEETING CONDUCTED VIRTUALLY OCTOBER 27, 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 7:02 p.m.
2. **ROLL CALL OF COMMISSIONERS:** Steve Buss, Phillip Hogan, Justin Lurk (*Excused*), Chad Miller, Jeff Campbell, Frank Kutilek (*Excused*), Del Williams, Brian McArthur, Alan Bess (*Excused*), 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 13, 2020 meeting. Second by Del Williams. *Voice vote:* Unanimously approved.
4. **PUBLIC HEARINGS:** (None)
5. **SITE PLANS, PLATS, OTHER BUSINESS:**
  - a. **PC-2020-21 TIMBERLINE TREE CARE, INC (SITE PLAN REVIEW):** Ms. Hull-Bettale presented the Staff Report. Hull-Bettale concluded her presentation by recommending favorable consideration of the site plan and fence variation application subject to conditions contained in the report. The applicant stated that the fence variation was necessary to allow access by trucks to the outdoor storage area. There were no questions from the public or the Commission.
6. **ADJOURNMENT OF REGULAR SESSION:** Adjourned by Sutton at 7:21 p.m.

### EXECUTIVE SESSION

7. **NEW BUSINESS:**
  - a. **PC-2020-21 TIMBERLINE TREE CARE, INC (SITE PLAN REVIEW):** Motion by Campbell to recommend approval to the Council as submitted by staff with approval of fence variations with findings. Second by Williams. No further discussion. *Roll call vote:* Hogan, yes; Sutton, yes; Campbell, yes; Miller, yes; Williams, yes; Buss, yes; McArthur, abstained. 6 yeas. – Motion Approved.
8. **ANNOUNCEMENTS:** Bookless announced the next meeting of the Commission (November 10). Sutton announced two ongoing projects by the Beautification Commission (City Hall landscaping and artistic paintings on a number of intersection signal control boxes) and asked Bookless about the approval timeline for one of the projects at the next meeting (Bookless stated the hearing would be left open in anticipation of the need for in-depth discussion.).
9. **ADJOURNMENT:** Motion by Campbell to adjourn. Second by Williams. *Voice Vote* – Unanimously approved. Meeting adjourned at 7:29 p.m.

Respectfully Submitted,

Jeff Campbell  
Acting Planning Commission Secretary



# PLANNING COMMISSION MEMORANDUM

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**MEETING DATE:** November 3, 2020

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

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**DEPARTMENT:** Community Development

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**PROJECT MANAGER:** David B. Bookless, Director

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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.



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

**APPLICATION NUMBER:** PC-2020-25

**APPLICATION NAME:** JEFFERSON FRANKLIN COMMUNITY ACTION CORPORATION  
(HEAD START)

**APPLICANT NAME:** Jefferson Franklin Community Action Corporation  
Nicole Batten  
2 Merchant Dr  
Hillsboro MO 63050

**PROPERTY OWNER NAME:** New Hope United Methodist Church  
3921 Jeffco Blvd  
Arnold MO, 63010

**APPLICANT'S REQUEST:** A request for a Conditional Use Permit (CUP) for "Nursery schools and day nurseries" to allow a 2-classroom Head Start program located at 3921 Jeffco Blvd (New Hope United Methodist Church), within the "R-3" Residence District, as provided in the Arnold Zoning Ordinance.

**STREET ADDRESS:** 3921 Jeffco Blvd

**SITE LOCATION:** Along West side of Jeffco Blvd, approx. 500 feet north of intersection of Jeffco Blvd and Telegraph Rd

**ZONING DISTRICT:** "R-3" Residential

**PARCEL ID:** 09-3.0-05.0-2-004-008

**TOTAL SITE AREA:** ± 4.32 acres

**MEETING DATE:** November 10, 2020

**REPORT DATE:** November 3, 2020

**CASE MANAGER:** Sarah Turner

**RECOMMENDATION:** **APPROVAL WITH CONDITIONS**

# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD



### DESCRIPTION OF EXISTING SITE CONDITIONS

The approximately 4.32 acre parcel is along the west side of Jeffco Blvd, between Rockwood Elementary and the intersection of Jeffco Blvd and Telegraph Rd. The subject property is zoned "R-3" Residential and has the New Hope United Methodist's building, parking lot, playground areas, and large grass yards. The property is accessed by Jeffco Blvd.

### SITE HISTORY

This site is the location of New Hope United Methodist Church (New Hope UMC). The chapel was constructed in prior to the City's incorporation in 1972. The church was expanded sometime in the 1980s and has since gone unchanged.

### LAND USE AND ZONING CONTEXT MATRIX

DIRECTION	EXISTING LAND USE	ZONING DISTRICT	COMMENTS
North	Residential; Commercial	R-3; C-2	Single-family dwellings; Mixed commercial
East	Commercial	C-2	Mixed commercial
South	Residential; Commercial	R-3; C-2	Single-family dwellings; Mixed commercial
West	Residential	R-3	Single-family dwellings

### ZONING MAP





# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

### ZONING REQUEST/DEVELOPMENT PROPOSAL

The applicant is requesting a Conditional Use Permit to allow for the operation of a preschool in the basement of New Hope UMC at 3921 Jeffco Blvd

### COMPREHENSIVE PLAN CONSISTENCY REVIEW

A consistency review of the goals, objectives, and policies of the Comprehensive Plan, as they relate to the current request, follows:

#### GOALS, OBJECTIVES, AND POLICIES:

**LAND USE POLICY 9.1 APPLY COMPATIBLE USES:** COMMERCIAL DEVELOPMENTS SHOULD BE COMPATIBLE WITH NEARBY DEVELOPMENT AND ADEQUATELY BUFFERED TO MITIGATE ADVERSE IMPACTS ON RESIDENTIAL NEIGHBORHOODS.

**HOUSING & NEIGHBORHOOD POLICY 1.2 ACCESS TO FACILITIES:** NEW COMMUNITY FACILITIES SUCH AS SCHOOLS, PARKS, AND LIBRARIES SHOULD BE LOCATED WITHIN OR IMMEDIATELY ADJACENT TO RESIDENTIAL AREAS AND LINKED WITH SIDEWALKS TO PROMOTE WALKING.

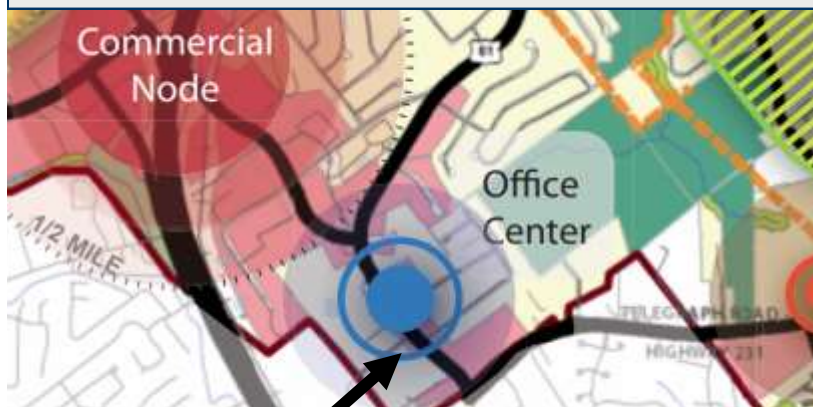
**HOUSING & NEIGHBORHOOD POLICY 3.2 MITIGATE IMPACTS:** PROTECT THE CHARACTER AND LIVABILITY OF ESTABLISHED RESIDENTIAL NEIGHBORHOODS BY MINIMIZING SPILL-OVER IMPACTS FROM ADJACENT COMMERCIAL AREAS AND INCREMENTAL EXPANSION OF BUSINESS ACTIVITIES INTO RESIDENTIAL AREAS.

#### CITY PLANNER'S COMMENTS

*Policies LU-9.1, NH-1.2, and NH-3.2 are substantially satisfied as follows:*

Substantially Satisfied: The proposed Conditional Use Permit would allow for the operation of a preschool in the basement of an existing church. New Hope UMC is located on a large lot and has landscape buffering to the adjacent residential uses. This location is highly accessible due to its location on Jeffco Blvd. The character of the neighborhood should be minimally impacted, as the Rockwood Elementary School is nearby.

#### FUTURE LAND USE MAP:



Satisfied: The proposed conditional use aligns with the FLUM designation for the property as a "Service/Office" node. Head Start programs offer an important service to the community.

Jefferson Franklin Community Action Corporation (Head Start)

# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD



### PLANNING AND ZONING ANALYSIS

*When reviewing applications for Conditional Use Permits, or amendments thereto, the Planning Commission is required to hold a hearing, review, and make recommendations and report to the City Council.*

#### **CONSISTENT WITH GOOD PLANNING PRACTICE**

Jefferson Franklin Community Action Corporation's website states that their Head Start program "support[s] a comprehensive approach to early childhood education focusing on the most economically challenged families in our community. [JFCAC] deliver[s] HS/EHS services in partnership with school districts, child care centers, and generous community partners to ensure our efforts are aligned with federal and state standards. [JFCAC is] an all-inclusive program, offering early childhood education, family support, health, nutrition, disabilities and mental health services". This fits the Code's description of a nursery school and day nursery: "A program operated by a person or organization with the primary function of providing an educational program for preschool-age children for no more than four (4) hours per child per day."

The property where the applicant's Head Start program is located is within a "R-3" Residential District, which allows for nursery schools and day nurseries on a conditional basis. Many other houses of worship within the City have affiliated or un-affiliated preschools on their premises that pre-date a 2006 ordinance which requires CUP's for nursery schools and day nurseries. Many of these are therefore legal pre-existing non-conforming uses. City records indicate that there was not a pre-existing nursery school at the subject location, so JFCAC will require a CUP to continue operations.

In the Future Land Use Map from Arnold's Comprehensive Plan, the subject area is designated as an "Office Node", which is intended to provide office space and services. It is consistent with the intent of the Comprehensive Plan's policies to allow for a much-needed service such as nursery schools and day nurseries to be located along the Jeffco Blvd corridor for the convenience of families and parents of school-aged children. As such, the goals, objectives, and policies of the Zoning Code Ordinance and Comprehensive Plan are substantially met with this proposal.

**FIGURE 1: SATELLITE VIEW OF NEW HOPE UMC, MARCH 2020**





# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

### PLANNING AND ZONING ANALYSIS - CONTINUED

#### DETRIMENT TO PERMITTED DEVELOPMENT AND USES WITHIN THE DISTRICT

JFCAC's Head Start program is currently operating in the basement of New Hope UMC with a temporary occupancy permit. The Applicant's Narrative (Exhibit B) indicates that the program will use 2 classrooms located in the basement portion of the church. This space will serve a maximum of 23 children aged 6 weeks to 5 years.

Per the Applicant's Narrative: "The Head Start Classroom and Staff Office Space will be located in the lower level on the west side of the building. Staff and Clients will utilize the lower West Entrance and Exit. 30 spaces will be designated on the west side of the building for Head Start Staff and Clients." The entrance/exit indicated is marked in Figure 2.

There are two regulations on nursery schools or day nurseries required by the "R-3" Residential District, besides the need for a Conditional Use Permit to operate. The approximately 4.32 acre lot meets the 1 acre minimum size requirement. The other regulation refers to the minimum number of parking spaces. New Hope UMC has 65 parking spaces. Churches must provide 1 parking space per 4 seats in the auditorium and nursery schools and day nurseries must provide 1 space per classroom and separate office. The 130 total spaces on the property and 30 dedicated spaces for the Head Start program more than satisfy overall parking requirements.

Staff recommends including a condition of use to speak to the fact that approval for a Conditional Use Permit does not supersede the need for JFCAC Head Start to have other local, state, or federal approval as a pre-kindergarten educational institution. As proposed, Staff finds that the Head Start program satisfies the requirement that it can be operated in a manner that is not detrimental to permitted developments and uses in the district, subject to the above condition.

**FIGURE 2: VIEW OF NEW HOPE UMC FACING EAST; HEAD START ENTRANCE CIRCLED IN YELLOW**





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# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

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### PLANNING AND ZONING ANALYSIS - CONTINUED

#### **VISUAL COMPATIBILITY WITH PERMITTED DEVELOPMENT AND USES IN SURROUNDING AREA**

As the Applicant's Narrative explains: "The Head Start program will operate within the basement of the New Hope United Methodist Church without impacting other community programs that are also operating during the same hours. We have our own designated space, parking, and use of the kitchen area to prepare breakfast, lunch and snack for the children daily." The effect of JFCAC's Head Start on the visual compatibility of the church and surrounding area is limited, as the use will be contained within the existing church building and utilize existing parking/playground equipment and areas. The proposed Head Start program meets the requirement for the use to remain visually compatible with permitted development and uses in the surrounding area.

#### **ESSENTIALNESS OR DESIRABILITY TO THE CITY**

In response to this review criteria, the Applicant's Narrative (Exhibit B) explains: "According to Child Care Aware Data, there are 12,000 plus families in Jefferson County MO who have children under the age of 6 who need affordable high-quality childcare services. Jefferson County ranks 3rd in Opioid Related Deaths in the State of Missouri.

"Head Start is a comprehensive program. The Head Start Program places the focus on the 'Whole' child, by providing support with Health, Nutrition, Safety, School Readiness, Social Emotional Development. Head Start works closely with families by providing them with the tools that they need to be able to support their child, as they transition from Pre-School to Kindergarten. There is not a cost to families who qualify for Head Start. These services are targeted for Low-Income Families, Families who are experiencing a crisis such as Homelessness, or for children who have been placed into Foster Care.

"Now, with COVID-19 there has been an extra layer of stress that families in our community have been faced with. Many have experienced job loss, due to a lack of affordable, yet high quality childcare options. By supporting the opening of our Head Start Program, families will have more options in this community. Some will be able to go back to work, which will have a positive economic impact on the City of Arnold.

"In closing, we are simply utilizing our Head Start resources to enrich the lives of children and families in the Arnold community, by providing them with child care options that are high quality, affordable and meet the needs of their families."

Staff finds that affordable pre-school education meets an unmet need present in our community and substantially meets the review requirement to be an essential and desired addition to the City to promote public health, safety, and general welfare to the City.



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

### FINDINGS AND RECOMMENDATION

#### **CONSISTENT WITH GOOD PLANNING PRACTICE**

Staff finds that the proposed use as a preschool is deemed consistent with good planning practice .

#### **DETRIMENT TO PERMITTED DEVELOPMENT AND USES WITHIN THE DISTRICT**

Staff finds that the proposed use can be developed or operated in a manner that is not detrimental to the permitted developments or uses within the district, subject to conditions contained in the recommendation below.

#### **COMPATIBLE WITH PERMITTED DEVELOPMENT AND USES IN SURROUNDING AREA**

Staff finds that the proposed use can be developed or operated in a manner that is visually compatible with the permitted development and uses in the surrounding area.

#### **ESSENTIALNESS OR DESIRABILITY TO THE CITY**

Staff finds that the proposed use is deemed essential or desirable to preserve and promote the public health, safety, and general welfare to the City of Arnold.

#### **RECOMMENDATION**

Staff finds that the proposed Conditional Use Permit meets the review criteria and is in compliance with the Zoning Ordinance and Comprehensive Plan. Based on this finding, Staff requests favorable consideration of the application with the following condition:

1. Approval for Conditional Use Permit does not supersede other local, state, or federal requirements for Head Start programs.

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

Sarah Turner  
Community Development Planner



# ATTACHMENTS

**EXHIBIT A: SITE PLANS**

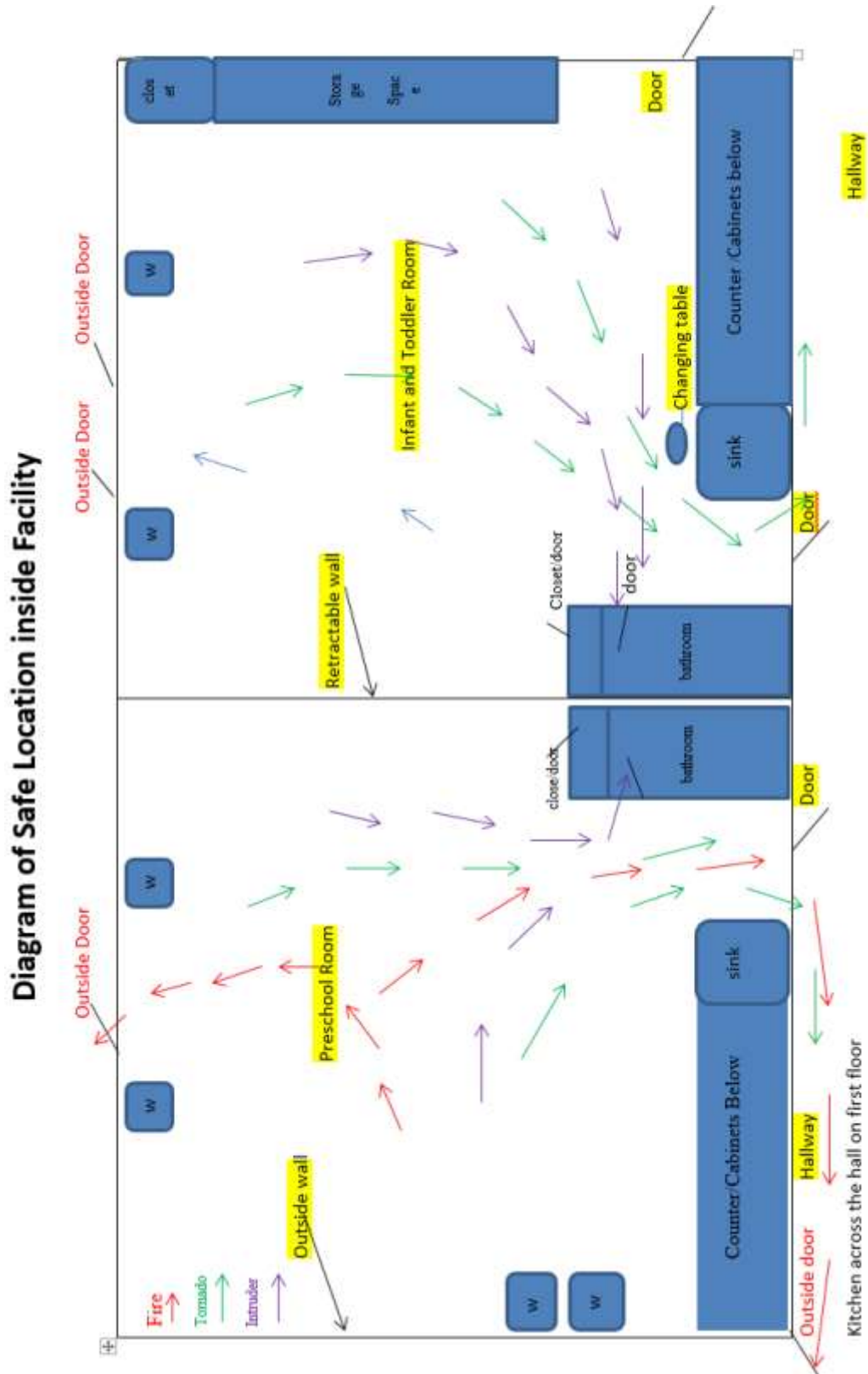
**EXHIBIT B: APPLICANT NARRATIVE**

**PHOTOGRAPHS OF SITE**



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD



**EXHIBIT A: SITE PLAN (INTERIOR), PROVIDED BY APPLICANT**

**REPORT TO PLANNING COMMISSION**  
**CITY OF ARNOLD**



View of New Hope United Methodist Church with Parking Lot Entrance, Parking Lot, Dumpster Location, and Building Entrance Marked.



**EXHIBIT A: SITE PLAN (EXTERIOR), PROVIDED BY APPLICANT**

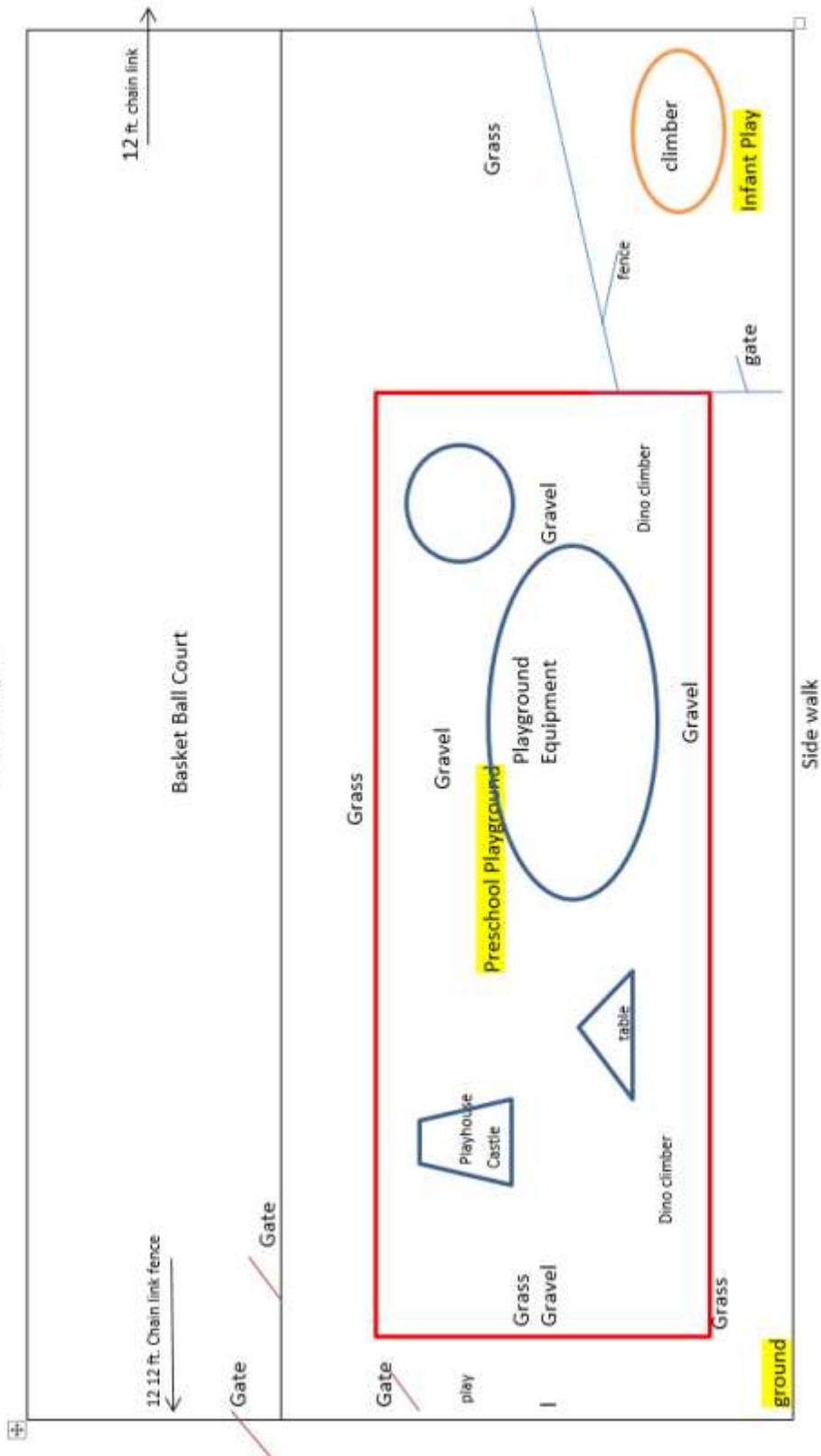
PC-2020-25 CONDITIONAL USE PERMIT APPLICATION



# REPORT TO PLANNING COMMISSION CITY OF ARNOLD

Diagram of Playground and Basket Ball Area

New Hope



**EXHIBIT A: SITE PLAN (PLAYGROUND/BASKETBALL COURT), PROVIDED BY APPLICANT**

# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD



### JFCAC Head Start Written Response to Question #8 on the Conditional Permit Use Application

10-16-2020

**a. Such development or use is deemed consistent with good planning practice.**

All inspections that are required by MO Childcare Licensing in regards to operating a Licensed Childcare Center have been completed and approved. (See attached documentation that includes Fire Notification Form, Approved State Fire Inspection, Approved State Sanitation Inspection, Approved Jefferson County Health Department Inspection.)

The application was submitted to obtain a Conditional Use Permit from the City of Arnold, as MO Childcare Licensing requires the written Evidence of compliance, if applicable, with local building and zoning requirements.

**b. The development or use can be operated in a manner that is not detrimental to the permitted developments and uses in the district.**

This location will operate between the hours of 8:00 A.M.-2:30 P.M. Monday through Friday year-round. We are operating in the Basement portion of the New Hope United Methodist Church. We will be utilizing 2 classrooms to serve a maximum of 23 children ages 6 weeks to 5 years of age. We are renting this space on a monthly basis with a contractual agreement from the New Hope United Methodist Church.

**c. The development or use can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding areas.**

The Head Start program will operate within the basement of the New Hope United Methodist Church without impacting other community programs that are also operating during the same hours. We have our own designated space, parking, and use of the kitchen area to prepare breakfast, lunch and snack for the children daily.

The Head Start Classroom and Staff Office Space will be located in the lower level on the west side of the building. Staff and Clients will utilize the lower West Entrance and Exit. 30 spaces will be designated on the west side of the building for Head Start Staff and Clients.

**d. The development or use is deemed essential or desirable to preserve and promote the public health, safety, and general welfare or city of Arnold.**

According to Child Care Aware Data, there are 12,000 plus families in Jefferson County MO who have children under the age of 6 who need affordable high-quality childcare services. Jefferson County ranks 3<sup>rd</sup> in Opioid Related Deaths in the State of Missouri.

Head Start is a comprehensive program. The Head Start Program places the focus on the "Whole" child, by providing support with Health, Nutrition, Safety, School Readiness, Social Emotional Development. Head Start works closely with families by providing



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## REPORT TO PLANNING COMMISSION

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### CITY OF ARNOLD

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them with the tools that they need to be able to support their child, as they transition from Pre-School to Kindergarten. There is not a cost to families who qualify for Head Start. These services are targeted for Low-Income Families, Families who are experiencing a crisis such as Homelessness, or for children who have been placed into Foster Care.

Now, with COVID-19 there has been an extra layer of stress that families in our community have been faced with. Many have experienced job loss, due to a lack of affordable, yet high quality childcare options. By supporting the opening of our Head Start Program, families will have more options in this community. Some will be able to go back to work, which will have a positive economic impact on the City of Arnold

In closing, we are simply utilizing our Head Start resources to enrich the lives of children and families in the Arnold community, by providing them with child care options that are high quality, affordable and meet the needs of their families.



**REPORT TO PLANNING COMMISSION**  
**CITY OF ARNOLD**



**VIEW OF SUBJECT PROPERTY, BIRD'S EYE (MARCH 2020)**



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD



**VIEW OF SUBJECT PROPERTY, FACING EAST (MARCH 2020)**

Jefferson Franklin Community Action Corporation (Head Start)

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**REPORT TO PLANNING COMMISSION**  
**CITY OF ARNOLD**

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**GOOGLE STREETVIEW OF MAIN NEW HOPE UMC BUILDING (AUG. 2019)**

PC-2020-25 CONDITIONAL USE PERMIT APPLICATION



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

**APPLICATION NUMBER:** PC-2020-21

**APPLICATION NAME:** SHELTON LANDSCAPING (SITE PLAN AMENDMENT)

Mark Doering  
Doering Engineering  
4850 Lemay Ferry Rd  
St Louis MO 63129

**APPLICANT NAME:** Prepared For:  
Scott Shelton  
Shelton Landscape  
5 Estes Pkwy  
St,. Louis MO 63125

**PROPERTY OWNER NAME:** Lonedell Properties LLC  
1515 Lonedell Industrial Ct  
Arnold MO 63010

**APPLICANT'S REQUEST:** An application for a Site Plan Amendment for a Shelton Landscaping.

**STREET ADDRESS:** 1515A Lonedell Industrial Ct

**SITE LOCATION:** Lonedell Rd at Lonedell Industrial Ct

**PARCEL ID:** 01-4.0-19.0-4-004-076.05 and 01-4.0-19.0-4-004-076.02

**TOTAL SITE AREA:** 2.67 acres

**EXISTING ZONING:** "M-1" Industrial District

**MEETING DATE:** November 10, 2020

**REPORT DATE:** October 30, 2019

**FILE MANAGER:** Christie Hull-Bettale

**RECOMMENDATION:** **APPROVAL of Site Plan with Conditions**



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

### DESCRIPTION OF EXISTING SITE CONDITIONS

The 2.67 acre tract is a property is located on Lonedell Industrial Court near the intersection of Lonedell Rd. A portion of the lot 5a, is developed, with a building, paved parking and outdoor storage of operations material and equipment.

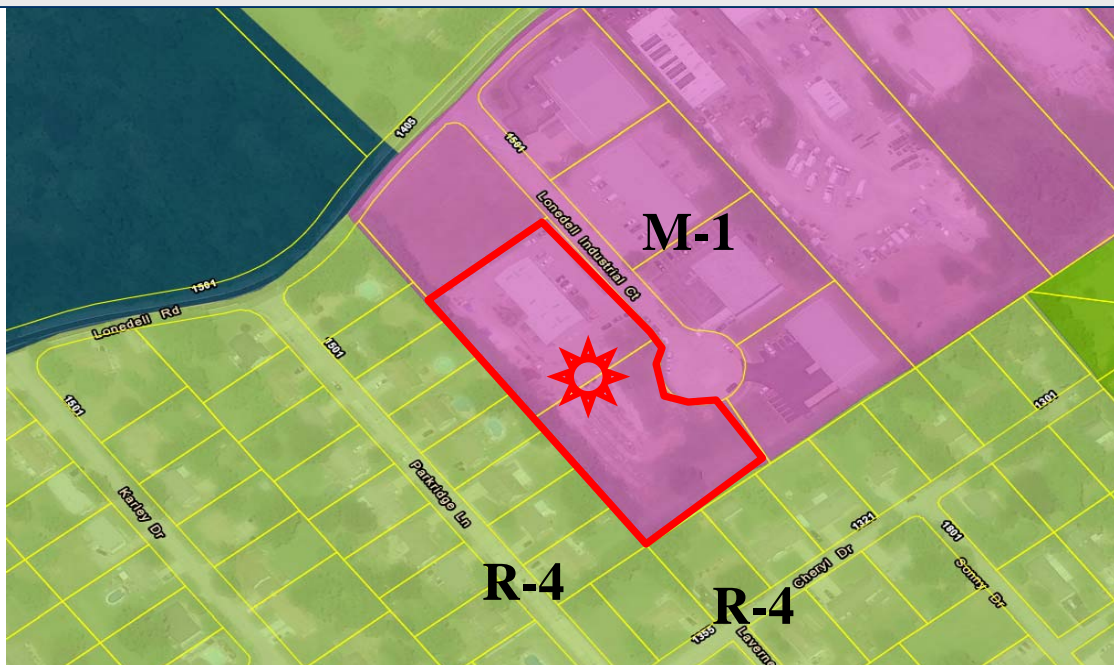
### SITE HISTORY

The Lonedell Industrial Subdivision was approved in 2002 consisting of 7 Lots. In February of 2006, Shelton Landscaping was approved for site plan of Lot 5a. Scott Shelton, owner and operator has a growing business and is in need of additional space. Owning the neighboring lot will allow for space for a site expansion. Separate, but related to this site plan amendment; there is an application for lot consolidation of Lot 5a and Lot 5b, which is a staff review and approval procedure.

### LAND USE AND ZONING CONTEXT MATRIX

DIRECTION	EXISTING LAND USE	ZONING DISTRICT	COMMENTS
North	Industrial	M-1	Developed Lonedell Industrial
East	Industrial	M-1	Developed Lonedell Industrial
South	Residential	R-4	Homes along Cheryl Dr
West	Residential	M-2	Homes along Parkridge Ln

### ZONING AND LOCATION MAP



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD



### COMMERCIAL SITE PLAN PROPOSAL

The applicant is seeking review and approval of a proposed expansion for a gravel lot to provide for additional space for operations, parking and outdoor storage.

### ZONING CONSISTENCY REVIEW

*A consistency review of the Application of District Regulations, as they relate to the current request, follows:*

#### Application of District Regulations

Non-residential buildings, structures and/or land must receive site plan approval from the Planning Commission before they are constructed, reconstructed, moved, erected, enlarged or land altered.

#### CITY PLANNER'S COMMENTS

Satisfied: The proposal is for a property zoned M-1 Industrial, which allows landscape services, office, warehouse and storage are uses that are allowed within this district, conditioned that zoning and other requirements are met.

#### Amended Site Plan Application—Substantial Change

Substantial changes to the approved site plan may be approved only by the Planning Commission after review and recommendation by the Community Development. Approval of substantial changes to the approved site plan shall follow the procedure for original approval of the site plan.

#### CITY PLANNER'S COMMENTS

Satisfied: The proposal was reviewed by staff it was determined that a lot expansion of outdoor storage and parking spaces, an area in excess of 9000 square feet, is a substantial change that constitutes the need for Planning Commission Approval.

#### Site Plan Review Criteria

In reviewing a site plan application, Community Development shall identify and evaluate all factors relevant to the application, including whether it complies with all applicable provisions of this Title. The applicant shall have the burden of demonstrating that the site plan application meets the application review criteria.

#### CITY PLANNER'S COMMENTS

Satisfied: The proposal was presented by the applicant. The request to expand the landscape operations using the neighboring lot is consistent with zoning and compatible with the surrounding area. The addition of parking on the lot, will enhance safety and minimize adverse traffic impact by decreasing on street parking.



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

**STREET VIEW OF PROPERTY—GOOGLE EARTH PHOTO 1**



**STREET VIEW OF PROPERTY—STAFF PHOTO 2**



**REPORT TO PLANNING COMMISSION**  
**CITY OF ARNOLD**



**STREET VIEW OF PROPERTY—STAFF PHOTOS 3 & 4**







# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

STREET VIEW OF PROPERTY—STAFF PHOTOS 5 & 6



# REPORT TO PLANNING COMMISSION

## CITY OF ARNOLD

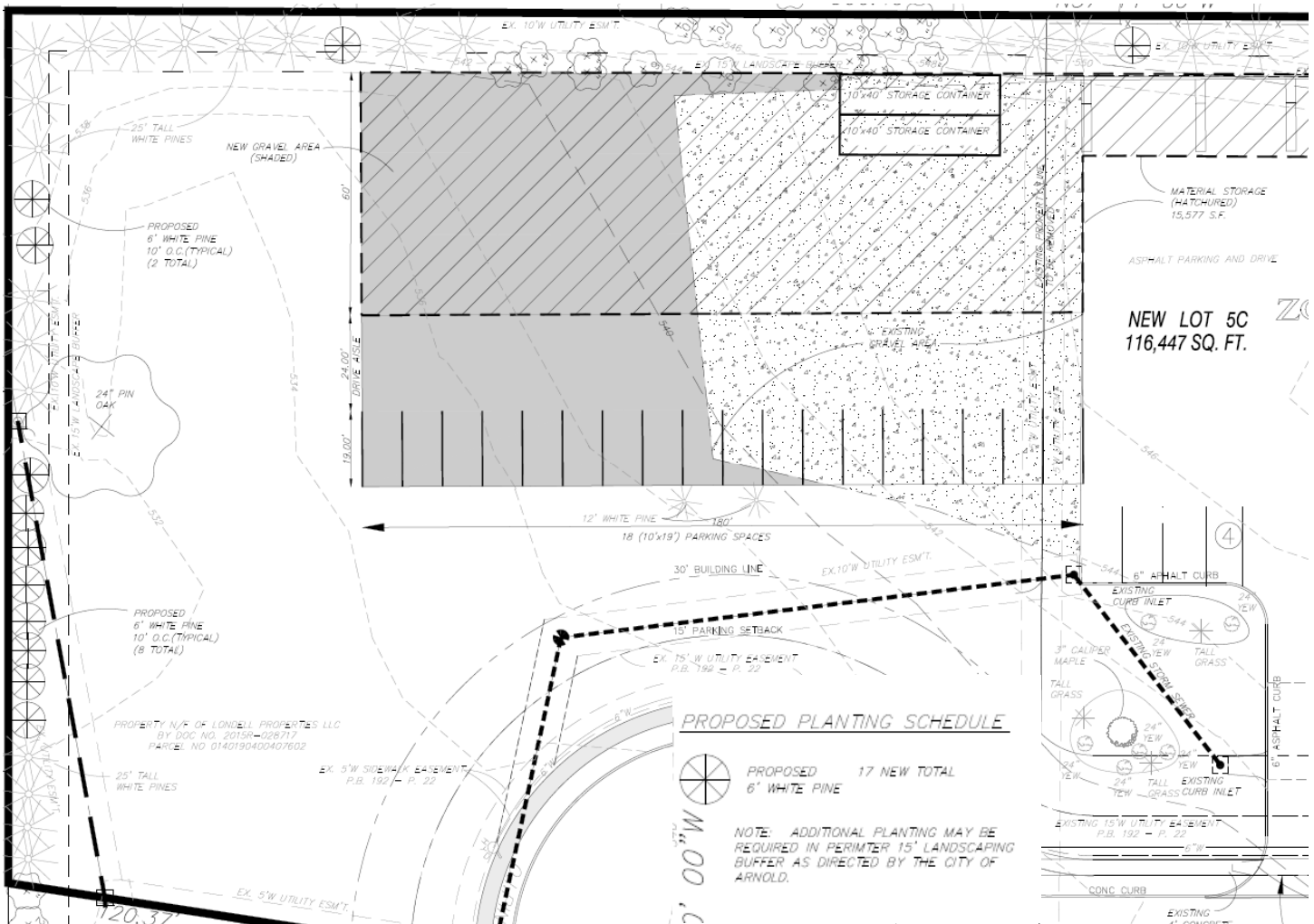


### SITE PLAN REVIEW

This proposal indicates a lot expansion of gravel, which is allowed in the industrial district. The plan is to add to the existing gravel lot for a total of 180 feet by 102 feet of area. As you can see by Google and staff photos 1-4, the existing building and lot are well kept.

Parking and Outdoor Storage An advantage of this proposal is that the gravel lot will abut a paved lot and curb-cut to the street. Vehicles that use the gravel lot will exit via paved access drive and egress curb cut. This configuration reduces excessive gravel track out. Also seen in the staff photos, a car lined street. The parking spaces are a definite need; the number of employees was not anticipated in the 2006 site plan. The new gravel lot will provide for 18 spaces for off street parking. The outdoor storage proposed is 14.2% of the gross lot area which is well below the maximum allowed 60%.

Public Sidewalk is constructed in place for Lot 5a. Code requires sidewalk to be constructed at the time of the building permit for Lot 5b. With the site plan, consolidation and permitting; the sidewalk pedestrian access route must be connected.





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### SITE PLAN REVIEW—CONTINUED

Landscape Photos 5 and 6 show areas for improvement. There is an existing landscape buffer that is required, where this property abuts residential homes. It appears that over time some trees have died or not grow as fully and this proposal will address the need for more tree planting in the buffer area. Aside from the buffer area, there is sufficient plantings and landscape throughout the site.

Stormwater onsite improvements are already in place as well as off site subdivision detention is provided.

### STAFF RECOMMENDATION AND CONDITIONS

#### RECOMMENDATION:

Staff recommends the Planning Commission approve the Amended Site Plan with the following condition:

1. Plant 17 evergreen trees and additional if needed , as stated on the plan, as directed by staff.
2. Construct public sidewalk and/or ADA ramp as needed to interconnect pedestrian access route to the existing sidewalk located on existing Lot 5a.

A handwritten signature in cursive script that reads "Christie Hull Bettale".

Christie Hull Bettale

Community Development Engineer



# ATTACHMENTS

**EXHIBIT A: APPLICANT NARRATIVE**  
**EXHIBIT B: SITE PLAN**



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## CITY OF ARNOLD

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### Shelton Landscaping Narrative

Shelton Landscaping provides Landscaping services for Commercial and Residential sites. Landscaping services include planning, new plantings and maintenance.

The proposed project is to provide additional material storage area and additional off-street parking for Shelton Landscaping.

The lot that the expansion is occurring was originally designed for an individual industrial use. All utilities (including storm water and storm water detention) have been provided for this site at the original time of construction for the subdivision.

The business services and hours of operation shall remain the same.

### Site Development Cost Estimate

Grading: 8 hours @ \$250/hour = \$2,000  
Landscaping: 17 White Pines @ \$300/White Pine = \$5,100  
Gravel: 2,060 Square Yards @ \$3/Square Yard = \$6,180

Total = \$13,280

PREPARED FOR:  
**Shelton Landscaping**  
 1515A Lonedell Industrial Ct  
 Arnold, MO 63010  
 Phone: (636) 296-4660

ADDITIONAL LANDSCAPING NOTES:  
 1. ALL EXISTING TREES AND UNDERGROWTH TO REMAIN IN PLACE.  
 2. PROVIDE NEW 6" WHITE PINES AS SHOWN ON THE PLANS.



EXISTING ZONING: M1 AREA OF TRACT = 116,447 S.F.=2.67 ACRES

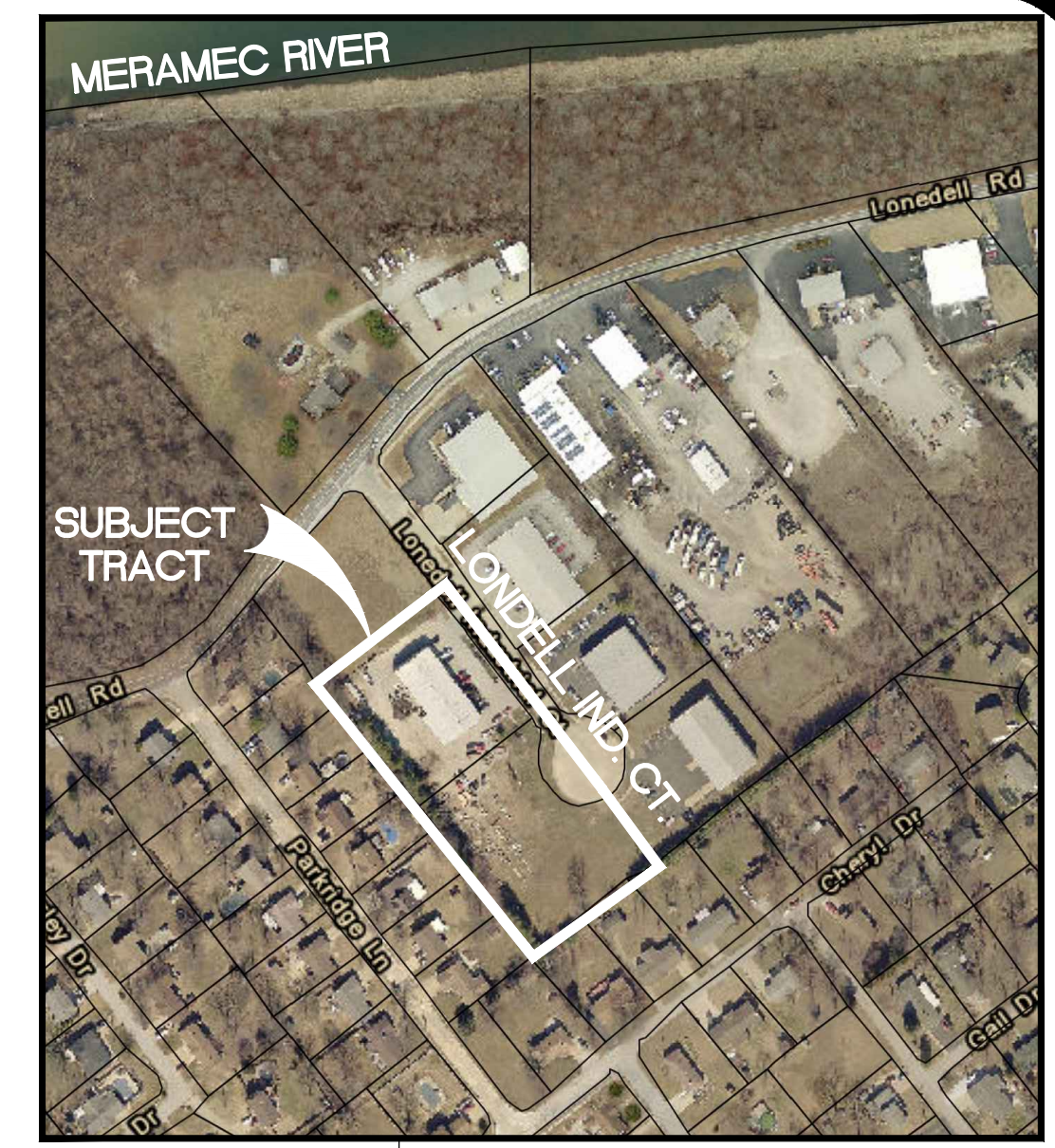
# SITE PLAN

LOTS 5A AND 5B OF "LOT SPLIT OF LOT 5 OF LONDELL INDUSTRIAL COURT, U.S. SURVEY 2991, T. 43N., R. 6E. JEFFERSON COUNTY MISSOURI, RECORDED IN PLAT BOOK 233 PAGE 21 OF THE JEFFERSON COUNTY RECORDER'S OFFICE

STORAGE AREA CALCULATIONS  
 TOTAL STORAGE AREA = 16,552 S.F.  
 AREA OF TRACT = 116,447 S.F.  
 PERCENTAGE OF STORAGE = 16,552/116,447 = 14.2%  
 ALLOWABLE = 60% OKAY

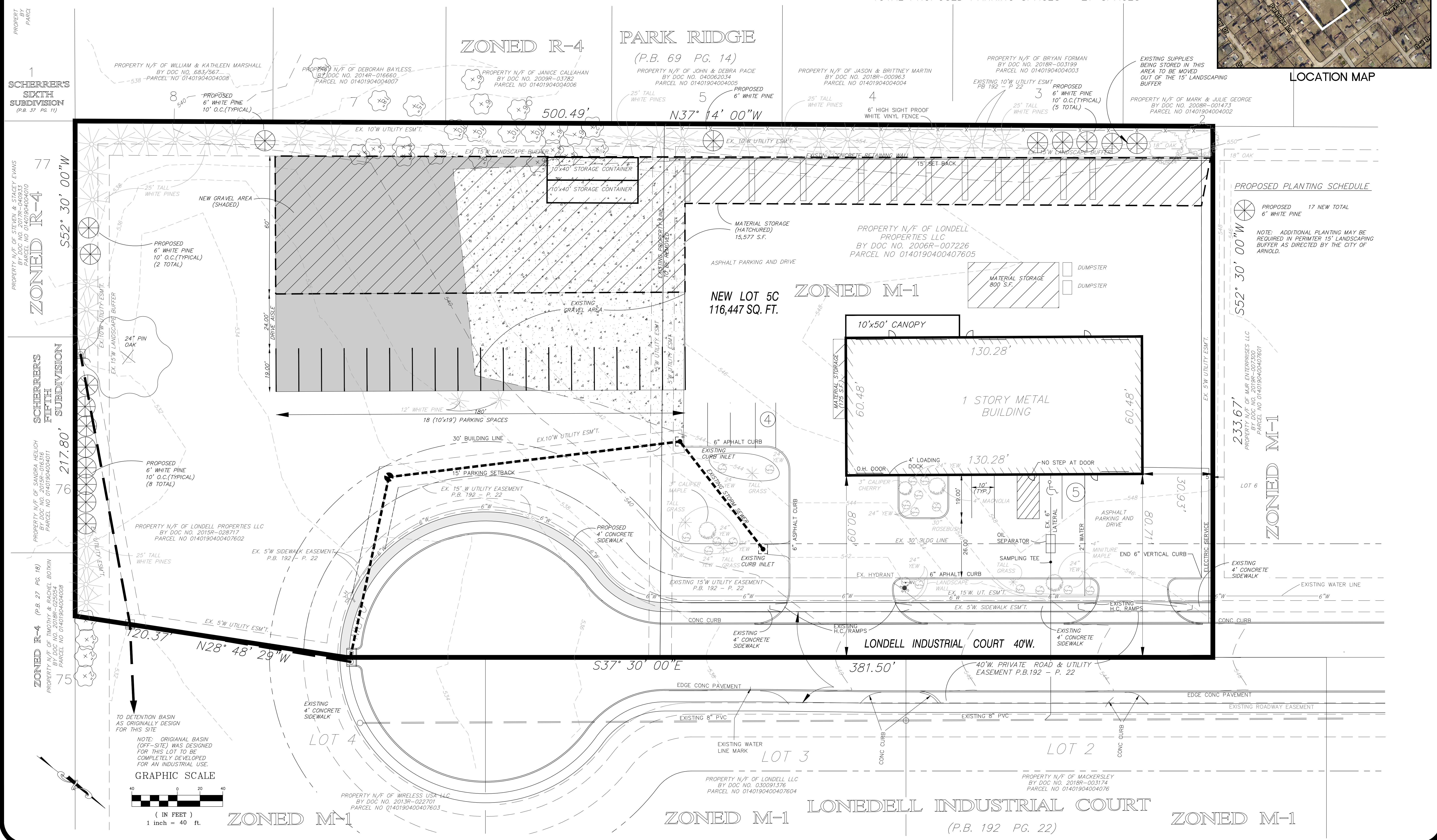
BUILDING COVERAGE CALCULATIONS  
 TOTAL BUILDING AREA (INCL. OVERHANG) = 8,378 S.F.  
 AREA OF TRACT = 116,447 S.F.  
 PERCENTAGE OF BUILDING = 8,378/116,447 = 7.19%

ASPHALT AND GRAVEL COVERAGE CALCULATIONS  
 TOTAL ASPHALT AND GRAVEL AREA = 61,792 S.F.  
 AREA OF TRACT = 116,447 S.F.  
 PERCENTAGE OF STORAGE = 61,792/116,447 = 53.31%



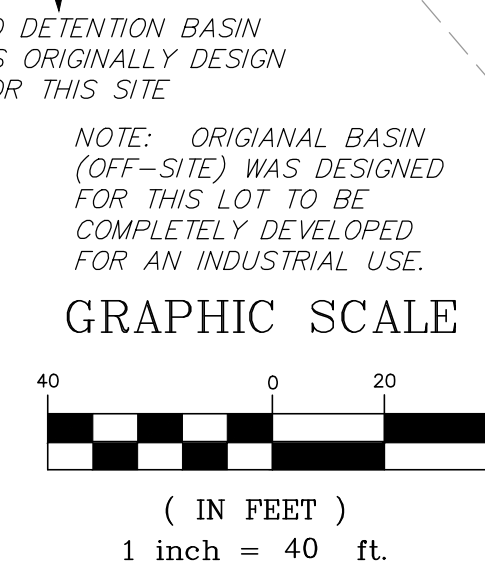
LOCATION MAP

TOTAL PROPOSED PARKING SPACES = 27 SPACES



PROPOSED PLANTING SCHEDULE

PROPOSED 17 NEW TOTAL 6" WHITE PINE  
 NOTE: ADDITIONAL PLANTING MAY BE REQUIRED IN PERIMETER 15' LANDSCAPING BUFFER AS DIRECTED BY THE CITY OF ARNOLD.



Revised	Comment
10-26-2020	PER CITY OF ARNOLD'S COMMENTS

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 4850 Lemay Ferry Rd.  
 St. Louis, Missouri 63109  
 Tel: (314) 943-7819  
 Fax: (314) 943-7718  
 MDOERING@DOERINGENG.COM

**Engineered By:**  
**DOERING ENGINEERING Inc.**  
 CIVIL ENGINEERING PLANNING SURVEYING

STATE OF MISSOURI  
 PROFESSIONAL ENGINEER  
 MARK A. DOERING  
 NUMBER E-23059  
 Missouri Professional Engineer Seal  
 Mark A. Doering  
 10-26-2020  
 ENGINEER  
 CIVIL ENGINEER E-23059  
 10-26-2020  
 MO. EXPIRATION DATE:  
 DECEMBER 31 2020  
 IL. EXPIRATION DATE:  
 DECEMBER 31 2020  
 NO. CORPORATE LICENSE NO. 001347  
 IL CORPORATE LICENSE NO. 184.003035

**SHELTON LANDSCAPING**  
 1515A LONDELL IND. CT.  
 ARNOLD, MISSOURI 63010  
 SITE PLAN

Date: 4-6-2020
Project Number: 20015
File Name: 20015CD
Drawn By: MAD
Check By: MAD
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