PLANNING COMMISSION
OF THE CITY OF CHESTERFIELD
AT CHESTERFIELD CITY HALL
FEBRUARY 14, 1994

The meeting was called to order at 7:00 p.m.

PRESENT

Ms. Mary Brown
Mr. Dave Dalton - arrived later
Ms. Mary Domahidy
Mr. Bill Kirchoff
Ms. Patricia O'Brien
Ms. Victoria Sherman
Chairman Barbara McGuinness
Mr. Douglas R. Beach, City Attorney
Mayor Jack Leonard
Councilmember Susan Clarke, Council Liaison
Mr. Jerry Duepner, Director of Planning
Ms. Laura Griggs-McElhanon, Senior Planner
Mr. Joe Hanke, Planner II
Ms. Toni Hunt, Planner I
Ms. Sandra Lohman, Executive Secretary

ABSENT

Mr. Fred Broemmer
Mr. Walter Scruggs

INVOCATION - Commissioner Sherman

PLEDGE OF ALLEGIANCE - All

PUBLIC HEARINGS - None

APPROVAL OF THE MINUTES

Commissioner O'Brien made a motion to approve the minutes from the meeting of January 24, 1994. The motion was seconded by Commissioner Brown **and passed by a voice vote of 8 to 0.**

Chairman McGuinness noted she will restate the name of the person making the motion.

PUBLIC COMMENTS

Speaker #1 Mr. John McNearney, 15005 Country Ridge Drive, Chesterfield, MO 63017.

Mr. McNearney spoke on behalf of P.C. 86-75 Chesterfield Realty Service Company (Cedar Mill Bath and Tennis Club), noting the following:

- Cedar Mill is a non-profit organization, run by a voluntary Board of Trustees.
- The reason for the request is for the benefit of the children who participate in the swim meets on behalf of the Club, residents of the neighborhood, and the Chesterfield Community.
- The Schaeffer's, who previously issued complaints regarding the activities of the Club, now support the amendment.

COMMENTS/DISCUSSION BY COMMISSION

Commissioner Sherman expressed concern that the City could not, legally, keep people from bringing their the big "boom boxes" to the pool, thereby disturbing the neighbors.

Mr. McNearney replied that such an occurrence would be a peace disturbance situation handled by the police.

Commissioner O'Brien expressed concern about no ending time limit for the meets with regard to the public address system.

Mr. McNearney stated he would be happy to comply with a time limit, should the Commission desire.

Speaker #2 Mr. James R. Hall, Hall & Halsey Associates, 10820 Sunset Office Drive, Suite 120, St. Louis, MO 63127.

Mr. Hall spoke on behalf of the HBA regarding P.Z. 1 & 2-94 Taylor-Morley, Inc., noting the following:

- They do not believe the policy regarding keeping matters off the Planning Commission Agenda due to zoning violations should be injected into the public hearing or plan approval process.

- In most cases the petitioner does not own the property cited, but has it under contract to seek approval of a Rezoning or Special Procedure.

- The policy, as currently interpreted, places the petitioner in an awkward position, almost like that of a Zoning Enforcement Officer. It may jeopardize a sales contract, damage a relationship with the seller, or extend a contract beyond contingency dates.

- If the property owner doesn't respond to the violation notice, the petitioner may have to respond at his own expense, if he can - or - he may not be able to effectuate that, and the process is held to a close.

- They request this policy be removed from the Rezoning and Special Procedure portions of the review process, so the petitioner and owner under contract are eliminated as the middle-man.

COMMENTS/DISCUSSION BY COMMISSION

Chairman McGuinness noted that, generally, these contracts are done under contingency of approval from the Planning Commission; therefore, the owner has responsibility to help the petitioner meet that contingency. This policy has been followed for three (3) years.

Mr Hall stated that recently several members of the Home Builders Association have run afoul of this policy.

Chairman McGuinness noted the policy is to advise the petitioner of the violation because he is the one trying to obtain approval of the Commission. The petitioner is then to encourage the owner to bring the property into compliance so it may go before the Commission.

City Attorney Doug Beach inquired whether the Home Builders Association is requesting "across the board" revision, or just those things which are not necessarily within the control of the petitioner. He noted there have been only two (2) instances during the past three (3) years when this policy has prevented a petitioner from submitting an item to the Commission.

Mr. Hall stated it was directed more towards the instances over which the petitioner has no control (i.e., removing derelict car from front yard). He noted the developer doesn't want to become the Zoning Enforcement Officer.

Chairman McGuinness noted that, so far, this process has worked well.

Speaker #3 Mr. Harry Morley, 14238 Forest Crest, Chesterfield, MO 63017.

Mr. Morley spoke on behalf of P.Z. 1 & 2-94 Taylor-Morley, Inc., noting the following:

- He handed out a letter to members of the Planning Commission.
- The Preliminary Plan was revised to respond to Staff recommendations: lots were reduced in number from 14 to 12; minimum square footage of proposed lots was increased from 22,000 square feet to 24,375 square feet; and relocated the proposed entrance to the development to abut the west property line and coincide with existing private roadway easement (eliminating a curb cut along Wild Horse Creek Road).
- The proposal for "R-1A" Residence District zoning with a corresponding PEU is in compliance with the recommendations of the Comprehensive Plan.
- The "R-1" zoning and density of existing development on the south of Wild Horse Creek Road were partially due to development constraints placed on those sites, very steep topography, and the existence of a flood plain.
- Since minimum lot sizes of 15,000 square feet were allowed along the west property line of Chesterfield Estates, and minimum lot sizes of 28,000 square feet were allowed along the east property line of Country Place, the proposed minimum lot size of 24,375 square feet would serve as an excellent transitional land use.
- The sizes of proposed lots are compatible with surrounding development, and the proposed homes will be as highly valued, or of greater value, than those of the surrounding area.
- The requested rezoning is in keeping with the Comprehensive Plan.
- The relocated entrance addresses the Staff's concern about another curb cut along Wild Horse Creek Road.

- The proposed landscape buffer along Wild Horse Creek Road is in keeping with the Comprehensive Plan recommendations.

- The petitioner has met with residents of the area to address their concerns, and received their support.

- The quality of the development and the homes proposed will be an asset to the City of Chesterfield.

- He requested approval of the request for rezoning of this parcel to "R-1A" with a corresponding PEU.

COMMENTS/DISCUSSION BY COMMISSION

Commissioner O'Brien inquired about the ownership of the property to the east of the proposed development.

Mr. Morley said they have no plans to develop their property at the present time, but future plans are to build a home on it for their family. They voiced no objections to the proposed development.

Commissioner Sherman inquired about the stub street.

Mr. Morley noted the modified plan prepared by the petitioner does not call for a stub street to the property on the east, as the petitioner believes it is not necessary.

Speaker #4 Mr. Sandy Melnick, 17070 Rooster Ridge, Chesterfield, MO 63017.

Mr. Melnick spoke in favor of P.Z. 1 & 2-94 Taylor-Morley, Inc., noting the following:

- It will provide a better entrance for his subdivision, thereby improving property values.

- Due to the unsightly condition of the property (dump) on the west side of their current access road, people have been hesitant to drive back to his subdivision.

- He highly recommended the approval of the subdivision proposed by Taylor-Morley, Inc.

COMMENTS/DISCUSSION BY COMMISSION

Chairman McGuinness noted the dump referred to by Mr. Melnick is not on the subject property because the request would be taken off the agenda pending abatement of the zoning violation.

Speaker #5 Mr. Tom Fleming, Trustee of Wild Horse Ridge Subdivision, 17067 Rooster Ridge, Chesterfield, MO 63017.

Mr. Fleming spoke in favor of P.Z. 1 & 2-94 Taylor Morley, Inc., noting the following:

- The concerns discussed at the last meeting of the Commission were two: 1) the density; and 2) the curb cuts. Both of these issues have been addressed by the petitioner.

- During a meeting with Jerry Duepner and Benton Taylor he heard, for the first time, the issue of the stub street.

- If Benton Taylor and Harry Morley cannot develop the proposed 10.5 acre as residential, the property could be rezoned for a plant nursery, a perfect holding pattern for escalating value of property.

- He expressed concern about the upkeep of the subject parcel, if a nursery, antique shop, etc., were allowed.

COMMENTS/DISCUSSION BY COMMISSION

Commissioner O'Brien stated that Development Plans for many of the lots in the West Area are difficult to deal with, due to their long and narrow dimensions.

Mr. Fleming concurred with Commissioner O'Brien.

Commissioner O'Brien inquired about the property to the west of the proposed development.

Mr. Fleming replied as follows:

The property to the west is a residential parcel, approximately 4.5 or 5 acres. An attractive, new house was constructed there within the last 3 years. Prior to that time, there was an older home on the property (about 40 or 50 years old); and the south side of that property was not well kept (i.e., dumping and burning occurred).

Much of this activity has curtailed. The front of that property, along Wild Horse Creek Road presents very well. It is a private parcel, not part of his subdivision; however, the owner has legal access to the easement for Wild Horse Ridge Road. He doesn't see this parcel developing further, because the house is centered on the property. The property to the south (back) of this property is about 1.5 acres or 2 acres, and could possibly be divided into a single family home facing Wild Horse Ridge Road. The long-term forecast is unknown.

Commissioner Domahidy noted the Fire Protection District submitted a request seeking more than one (1) way in and out of all developments. She also noted a letter received from a property owner of Wild Horse Ridge Subdivision in opposition to the proposed development.

Mr. Fleming noted there are seven (7) residents in favor of the proposal.

Chairman McGuinness asked Director Duepner about the Third Ward Trustees Meeting here at 8:00 p.m. tonight.

Director Duepner noted it was scheduled to be in the Council Conference Room at 8:00 p.m.; however, the Police Department and Police Commission will be conducting interviews for promotions in the Council Conference Room until about 11:00 p.m. this evening.

Chairman McGuinness stated the Planning Commission Meeting will remain in the Council Chambers.

Director Duepner said he would make sure the Trustee meeting attendants are directed to Conference Room A.

OLD BUSINESS

A. **P.C. 86-75 Chesterfield Realty Service Company (Cedar Mill Bath and Tennis Club)**; a request for amendment of Conditional Use Permit in "R-2" 15,000 Square Foot Residence District; northeast of Baxter Road on Cedarmill Drive.

Toni Hunt, Planner I, presented the request and the Department's recommendation for approval, subject to conditions in the report.

A motion to approve the request, as recommended by the Department, was made by Commissioner Domahidy and seconded by Commissioner Brown.

Commissioner Domahidy thanked the Staff for pursuing this matter further.

Upon a roll call, the vote was as follows: Commissioner Brown; yes; Commissioner Domahidy, yes; Commissioner Kirchoff, yes; Commissioner O'Brien, no; Commissioner Sherman, yes; Chairman McGuinness, yes. **The motion passed by a vote of 5 to 1, with Commissioner O'Brien voting no.**

B. **P.Z. 2-92 West County Soccer Club**; a request for amendment of "M-3" Planned Industrial District Ordinance; west side of Cepi Drive, south of Chesterfield Airport Road.

Director Duepner noted this was placed on the agenda for informational purposes, as the Planning and Zoning Committee has forwarded a recommendation to City Council to allow the in-line skating rink and amend the floor area.

NEW BUSINESS

A. **P.Z. 18 & 19-93 Nooning Tree Partnership**; "NU" Non-Urban District to "R-3" 10,000 Square Foot Residence District and Planned Environment Unit (PEU) procedure in the "R-3" 10,000 Square Foot Residence District; south side of Olive Boulevard, east of the intersection of Appalachian Trail and Olive Boulevard.

A motion to hold this matter was made by Commissioner Sherman and seconded by Commissioner Brown. **The motion passed by a voice vote of 6 to 0.**

Director Duepner noted the petitioner had met with some of the residents and scheduled a meeting with Staff to review a revised proposal. He further noted that Staff had reiterated to the petitioner, the Planning Commission's request that they meet with residents of adjoining subdivisions and Councilmembers when revising their plan.

Chairman McGuinness moved consideration of P.Z. 1 & 2-94 Taylor-Morley, Inc. to later this evening, waiting for Mr. Dalton to arrive.

C. **P.Z. 22-90 Sverdrup Investments, Inc.**; a request for extension of time for submittal of "C-8" Planned Commercial District Site Development Concept Plan; south side of Conway Road, west of White Road.

Joe Hanke, Planner II, presented the request and the Department's recommendation of approval for a two (2) year extension of time (to March 4, 1996) for submittal of a Site Development Concept Plan.

Chairman McGuinness inquired about Prudential and Tax Increment Financing.

Mr. Hanke, Planner II noted, at this point, the Department has not been in any discussions about a potential user for the site, nor is the Department involved in the possibility of Tax Increment Financing being implemented to encourage use of the site.

Mayor Leonard stated we don't know whether Prudential is going to move to this site and, until a definite decision is made by Prudential, the matter cannot come before the Commission.

Commissioner O'Brien made a motion to approve the extension of time. The motion was seconded by Commissioner Domahidy **and passed by a voice vote of 6 to 0.**

City Attorney Doug Beach gave a brief description of Tax Increment Financing.

D. Memorandum from the Director of Planning concerning proposed Public Hearing Signs.

Director Duepner described the rough sketch of a proposed new public hearing sign, noting the Department is requesting concurrence of the Planning Commission in order to seek bids for twenty-six (26) of these signs.

COMMENTS/DISCUSSION BY COMMISSION

- It was suggested that the location be changed to read "Chesterfield Government Center."
- Should the location change, there could be an interchangeable panel to place on top of the permanent location portion of the sign.
- It was suggested that "Zoning Change" be added to the sign.

Director Duepner noted the actual public hearing notice, with sketch, is placed on the sign.

- It was suggested that "Zoning Hearing" be on the sign in place of "Public Hearing."

Director Duepner noted the Department will review the sign again, with regard to adding the word "Zoning" in larger green letters.

Chairman McGuinness requested that, before going out for bids, the final sign design be submitted for her review.

SITE PLANS, BUILDING ELEVATIONS, AND SIGNS

A. **D.L. 2-49 Spirit of St. Louis Airpark (Anheuser-Busch)**; "M-3" Planned Industrial District Amended Site Development Plan and Architectural Elevations; south side of Edison Avenue, east of Spirit of St. Louis Boulevard.

Commissioner Sherman, on behalf of the Site Plan Review Committee, made a motion to approve the requested Amended Site Development Plan, Architectural Elevations. The motion was seconded by Commissioner O'Brien **and passed by a voice vote of 6 to 0.**

B. **D.L. 2-49 Spirit of St. Louis Airpark (Surdex)**; "M-3" Planned Industrial District Amended Site Development Plan and Architectural Elevations; northeast corner of the intersection of Edison Avenue and Spirit of St. Louis Boulevard.

Commissioner Sherman, on behalf of the Site Plan Review Committee, made a motion to approve the requested Amended Site Development Plan and Architectural Elevations and Landscaping, subject to the following conditions:

- the north elevation of the building be all brick;
- the east elevation, which is cement block, be painted to match the brick color; and
- if any of the landscaping material depicted on the plan dies, it is to be replaced.

The motion was seconded by Commissioner O'Brien **and passed by a voice vote of 6 to 0.**

NEW BUSINESS - CONTINUED

B. **P.Z. 1 & 2-94 Taylor-Morley, Inc.**; a request for a change in zoning from "NU" Non-Urban District to "R-1A" 22,000 Square Foot Residence District and Planned Environment Unit (PEU) Procedure in the "R-1A" 22,000 Square Foot Residence District; Wild Horse Creek Road, west of Chesterfield Estates Drive.

Joe Hanke, Planner II, summarized the request and the Department's recommendation of approval of a change in zoning to "R-1" One Acre Residence District with a Planned Environment Unit Procedure, subject to conditions specified in Attachment A.

Commissioner Dalton arrived during Mr. Hanke's presentation.

COMMENTS/DISCUSSION BY COMMISSION

- The petitioner is proposing "R-1A" Zoning, with a minimum lot size of 24,375 square feet, with twelve (12) lots and no stub street.

- The Department is recommending "R-1" One Acre Zoning, with a minimum lot size of 28,000 square feet, with eight (8) lots and a stub street.

- The Department of Public Works, in their initial comments, indicated the need for stub streets (plural), in that there is a necessity of providing additional access to the east and west. The Department of Planning believes the existing private drive access to the west is sufficient; but there is no appropriate way to access the parcel to the east, short of an additional curb cut along Wild Horse Creek Road.

- A temporary easement was suggested in lieu of a stub street to the east, especially due to the unavailability of this property in the near future.

- Based on the configuration of the proposal submitted, the petitioner could not get twelve (12) lots, with provision of the required easement.

- Wild Horse Springs had the easement through a common ground area for a future stub street to the east. In addition, they were required to put in two (2) stub streets to the west.

- If the stub street were put in, and the owner on the east wished to build one (1) home, access would be allowed off of Wild Horse Creek Road.

A motion to approve "R-1A" Zoning was made by Commissioner Brown and seconded by Commissioner Dalton.

COMMENTS/DISCUSSION BY COMMISSION

- Concern that "R-1A" for this site is not appropriate due to the development pattern on the south side of Wild Horse Creek Road.

- A blend of "R-1" and "R-1A" Zoning was suggested.

- The question arose whether or not it would be possible to zone the property "R-1A" and ask for a minimum lot size in excess of that indicated in that District's definition.

- Under the Planned Environment Unit, as stated in the Zoning Ordinance, the yard requirements, etc., are as established in the ordinance.

- It was suggested that the combination of "R-1A" and "R-1" Zoning be put in place to lessen the density from north to south, thus affecting the overall pattern in the area, not only the subject site.

- The yield of the property would depend upon where the "R-1A" line is established.

- Based on the proposed street configuration of the petitioner, with an "R-1A" Zoning, the site could yield seventeen (17) lots.

- Concern that the PEU is meaningless in so many instances because the lot sizes are not true, and you have undevelopable land allowed in the overall density.

- Concern about setting a precedence, as everything around the subject site is zoned "R-1" Residence District.

- It was suggested that the Commission draw the line here (in favor of "R-1" District), looking to the future development of the West Area.

- It was noted that both sides of the subject parcel are already developed as "R-1" Residential District.

Commissioner Brown made a motion to **amend** the original motion to allow a minimum lot size of 24,375 square feet. The motion was seconded by Commissioner O'Brien.

COMMENTS/DISCUSSION BY COMMISSION

- It was suggested the lots be a minimum of 28,000 or 30,000 square feet, and the side yards remain as recommended by the Department.

- A straight "R-1" Zoning would yield eight (8) lots. A combination zoning of "R-1" and "R-1A" would make it possible to yield twelve (12) lots requested by the petitioner.

- Under the Planned Environment Unit the Commission could recommend, and Council could approve, minimum lot sizes, as requested, with setbacks, as recommended.

- It was suggested the matter be held until input is received from the petitioner regarding combination zoning.

Upon a roll call, the vote on the amendment was as follows: Commissioner Brown, yes; Commissioner Dalton, yes; Commissioner Domahidy, no; Commissioner Kirchoff, no; Commissioner O'Brien, yes; Commissioner Sherman, no; Chairman McGuinness, yes. **The motion to amend the original motion passed by a vote of 4 to 3.**

COMMENTS/DISCUSSION BY COMMISSION

- Theoretically, the combination (split) zoning could yield twelve (12) lots.

- The petitioner would be in favor of this split, as long as they are allowed the yield of twelve (12) lots.

The original motion was withdrawn by Commissioner Brown. The second to the motion was withdrawn by Commissioner Dalton.

- Splitting the zoning to allow 2/3's in "R-1" and 1/3 in "R-1A" could yield sixteen (16) units.

A motion for a combination of "R-1" and "R-1A" Zoning to yield twelve (12) lots, with the "R-1A" being closer to Wild Horse Creek Road, and the "R-1" on the southern portion of the property, in whatever fashion to make these numbers work, was made by Commissioner Domahidy. The motion was seconded by Commissioner O'Brien.

COMMENTS/DISCUSSION BY COMMISSION

- It was noted that the stub street has to be in the motion.

Commissioner Domahidy made a motion to **amend** her motion to include the conditions in the Department's report, i.e., the stub street and side yard setbacks. The motion was seconded by Commissioner Sherman.

Director Duepner summarized the amendment as follows:

- The minimum lot size recommended in the conditions is 28,000 square feet.
- The side yard setbacks would be a minimum of twelve (12) feet, but they could be reduced down to ten (10) feet, if twenty-four (24) feet was maintained between structures.
- The stub street is to be provided to the east.

COMMENTS/DISCUSSION BY COMMISSION

Joe Hanke, Planner II, noted the following: Essentially, at the "R-1A" Zoning, subtracting the net area for the street, they can achieve seventeen (17) lots total. If you go 2/3's with "R-1A" and 1/3 with "R-1" Zoning, the yield drops to sixteen (16) lots. The yield drops further as the ratio changes between the two Districts. Assuming there are approximately nine (9) acres of developable area, you could go 1/3 "R-1A" and 2/3's "R-1" District, and achieve the ratio of twelve (12).

Director Duepner noted he asked the consultant for the petitioner whether or not they attempted to lay it out with 28,000 square foot lots, with their design, with no stub street, and they have not. He further noted the petitioner doesn't believe they can yield twelve (12) lots with the 28,000 square foot minimum requirement and no stub street.

Commissioner Kirchoff made a motion to table the request. The motion was seconded by Commissioner Brown **and passed by a voice vote of 6 to 1, with Chairman McGuinness voting no.**

COMMENTS/DISCUSSION BY COMMISSION

- There could be some flexibility on lot sizes; but the combination zoning of "R-1" and "R-1A" is desired.

- The Commission is split on the issue of the stub street.

Chairman McGuinness polled the Commission on the stub street issue. Those in favor of a stub street: Domahidy, Kirchoff and Sherman. Those opposed to a stub street: O'Brien, McGuinness, Brown and Dalton.

Commissioner Kirchoff noted his preference is for the side yard requirements of twelve (12) feet, or ten (10) feet, with the minimum of twenty-four (24) feet between structures, as recommended by the Department.

City Attorney Doug Beach suggested an easement be considered so it would not have to appear as a concrete slab, but would provide an option for future development.

Director Duepner pointed out that lots adjoining that easement would have to have a front yard setback so that, if and when the street goes in, the option is available.

E. Memorandum from the Director of Planning concerning Planning Commission Policy relative to existing Zoning Violations.

Director Duepner stated the Department notifies the owner and the petitioner. Notifying the petitioner is more of a courtesy to let them know that the potential is there for the site, or petition, not to be placed on the agenda.

Chairman McGuinness decided to take this item off the agenda.

COMMITTEE REPORTS

A. **Ordinance Review Committee**

Committee Co-Chair Brown referred to the report submitted in the packet, and entertained any additional items.

Joe Hanke, Planner II, noted the following:

- The items listed have been placed on the back burner for a couple of years because of the work performed on the Sign Ordinance.
- The intent is to obtain concurrence of the Planning Commission as a Whole, and refer these items to the consultant.
- The Staff will be working on the West Area Study.
- The consultant will be on board shortly, and can commence work on these particular issues.

City Attorney Doug Beach noted that, at the City Council meeting, there was a parade of people suggesting that the piece meal acceptance of the Sign Ordinance was not acceptable. Several people indicated the sign issues were all being referred to the consultant. He suggested Sign Regulations be added to the list.

Committee Co-Chair Brown noted the list provided was meant to be in addition to the Sign Regulations.

Chairman McGuinness requested Commissioner Brown, Commissioner O'Brien and Joe Hanke to schedule a meeting of the Committee of the Whole to discuss this list further.

Commissioner Brown noted her interpretation of retention of existing tree masses is that, prior to submittal of a Development Plan, there could not be any clearing of trees. She has been told by the Department that is not the case, and noted there has been a great deal of clearing at the Sycamore site on Kehrs Mill Road. She suggested there be some other language for this condition.

Director Duepner replied as follows:

This condition in our Zoning Ordinance states you cannot obtain a Grading Plan or Building Permit until a Site Development Plan is approved. This does not provide us with the means to enforce taking down of trees on a site, because the City doesn't have, at this time, a "tree ordinance."

Commissioner Brown noted she believed the intent of the wording was to prevent the developer from going in and taking out trees prior to Site Plan submittal and review.

B. **Architectural Review Committee**

Committee Chair O'Brien reported that Councilmember Susan Clarke has not, as yet, provided the revised statements on the Guidelines. She further noted she will call Councilmember Clarke tomorrow and schedule a meeting within the next week.

Chairman McGuinness requested that Commissioner O'Brien try to contact Councilmember Clarke, but go ahead and schedule a meeting regardless.

C. **Site Plan/Landscape Committee**

Committee Chair Kirchoff reported the Landscape Committee is still accumulating responses and will probably set a meeting date after the March 1, 1994 deadline.

D. **Comprehensive Plan Committee**

Committee Co-Chair Dalton reported the Committee will have a meeting at 5:00 p.m., Wednesday, February 16, 1994, to discuss the West Area Study and establish future meeting dates of the Committee.

Director Duepner stated the Staff will make a presentation at this meeting.

E. **Procedures & Planning Committee** - No report.

Director Duepner reported as follows:

The Selection Committee that interviewed consultants has selected Lane Kendig, Inc., of the Chicago area. The Committee will meet with Mr. Kendig, probably on Wednesday, February 23, to discuss the scope of work and cost of services. Once that has been addressed and worked-out, there will be a formal recommendation forwarded to City Council. The Council will have to approve the awarding of the contract.

Chairman McGuinness stated that the Commission, at its next meeting, will talk about pre-zoning the Valley. She further requested Director Duepner to pull the item regarding "Zoning Violations" off the agenda until further notice, as she likes it the way it is now.

The meeting adjourned at 9:15 p.m.

Walter Scruggs, Secretary

[MIN2-14.094]