

**PLANNING COMMISSION  
STRATEGIC PLANNING MEETING SUMMARY  
July 12, 1993**

A strategic planning meeting of the City of Chesterfield Planning Commission was held on July 12, 1993, at 8:10 p.m. In attendance were Chairman Barbara McGuinness; Planning Commissioners Dave Dalton, Bill Kirchoff, Mary Brown, Fred Broemmer, Pat O'Brien, Mary Domahidy, Walter Scruggs and Vickie Sherman. Also in attendance was Director of Planning, Jerry Duepner.

**Item 1.** Report of Director of Planning.

Director Duepner noted that the public hearing scheduled for July 26th, regarding property at Clarkson and Kehrs Mill Road has been canceled. The cancellation was the result of withdrawal of the petition by the petitioner. There will be a meeting of the Planning Commission on that date, however the meeting will be held in the City Government Center. Director Duepner also noted he is currently in the process of preparing a request for proposal for revision of the City Zoning and Subdivision Regulations.

Planning Commission Chairman McGuinness cited a letter sent to the City Council expressing the interest of the Planning Commission in the revision of the Zoning and Subdivision Ordinances, and that this letter had been **received and filed** by the Planning and Zoning Committee. She also noted that a letter requesting a meeting with the City Council had been forwarded to the Full Council.

Director Duepner noted the upcoming Four State American Planning Association Conference to be held in St. Louis on October 14th and 15th. He will keep Planning Commissioners advised of the sessions planned for this Conference. He also summarized the current petitions before the Boundary Commission seeking annexation.

Chairman McGuinness noted the discussion presently by the City Council on the letter regarding conflict of interest in the matter of riverboat gambling. She also referenced the current discussions underway for possible formation of a City Charter Commission.

**Item 2.** Reports of Planning Commissioner's activities with other groups.

Planning Commissioner Brown addressed the efforts of the Highway Beautification Committee relative to landscaping and entrance signs for the City of Chesterfield.

Planning Commissioner Kirchoff addressed the efforts of the Chesterfield Valley Study Committee. He noted the contract is currently being generated and believes it is moving ahead.

Chairman McGuinness addressed the Breakfast Club meetings of the Mayor, President of the City Council, Chair of the Council Planning and Zoning Committee, and members of the business community. These meetings are to be held monthly. Included, among other items at the first meeting, was discussion of the development process within the City. She suggested that other members of the Commission attend those meetings whenever possible.

**Item 3.** Discussion of Standing Committees.

**A. Site Plan Committee**

Chairman McGuinness indicated that she was of the opinion that the revolving Site Plan Committee worked very well. It was noted that any Commission Member not listed for the Site Plan Committee, on a given evening, could attend and participate in the discussions and have a vote on matters being reviewed by the Committee.

Commissioner Kirchoff noted that he requests a new Chair be appointed to the Site Plan Committee.

There was also discussion about the need for a Vice-Chair.

**B. Comprehensive Planning Committee**

Chairman McGuinness summarized the role of the Comprehensive Planning Committee, noting prior efforts relative to the update of the Comprehensive Plan. It was noted that update of the Comprehensive Plan would be considered on an annual basis, and a determination made of the need to update the Plan. She also noted the need to pursue the West Area Study, which would be the principal effort of the Committee in the coming year.

Commissioners Dalton, Kirchoff and O'Brien expressed interest to serve on the Comprehensive Planning Committee.

### C. Ordinance Review Committee

Commissioner Brown summarized the efforts of the Ordinance Review Committee relative to revisions of the sign regulations. It was noted there may be the need for two (2) more meetings to complete the effort. She also noted the need to consider a large-lot residential zoning category.

Director Duepner noted that there may be a need to amend the Zoning Regulations relative to basketball poles and structure setbacks.

It was discussed that the Ordinance Review Committee, upon completing its review of the Sign Revisions, put together a list of positive and negative items in the current Ordinances, to be presented to the consultant selected for revision of the Zoning and Subdivision Ordinances. It was also discussed that the Committee Chairs would need to advise what should be considered in revision of both Ordinances.

Commissioners Scruggs, Brown and Sherman expressed interest to serve on the Ordinance Review Committee.

### D. Landscape Committee

Commissioner Kirchoff summarized the efforts of the Committee relative to guidelines for commercial developments along major roadways. They are currently working on guidelines for the Valley Area and institutional areas. They anticipate about three (3) to four (4) months of additional work.

Commissioners Broemmer, Brown, Dalton and Sherman expressed interest in serving on the Landscape Committee.

**Note: Commissioner Dalton left the meeting at this time.**

### E. Architectural Review Committee

Commissioner O'Brien summarized the efforts of the Architectural Review Committee.

There was discussion about the question of review of rear elevations of single-family residences adjoining major roadways. Members felt that the Committee could complete its work in, possibly, two (2) more meetings, and then refer the matter to the Committee of the Whole. An issue that still needs to be pursued is quantitative measures for architectural review. A meeting of the Committee will be held on August 5th.

Chairman McGuinness directed that Commissioner Broemmer would serve on the Architectural Review Committee until it completes its efforts.

**F. Procedures Committee**

Commissioner Scruggs noted the Committee responds to issues and problems, and did not believe there are any issues of high priority at this time.

Director Duepner noted there were some pending issues, but none of a high priority.

Commissioner Kirchoff requested, along with Commissioner Brown, that the Department incorporate within their reports what the standard setbacks and lots sizes are of a zoning district. It would also be helpful to indicate the percent or amount of common ground proposed within a development.

The meeting adjourned at 9:40 p.m.

[PC-SUM.712]