

MEMORANDUM

TO: Michael G. Herring, City Administrator

FROM: Teresa J. Price, Director of Planning

DATE: March 5, 2004

SUBJECT: Planning and Zoning Committee Meeting Summary from March 4, 2004

A meeting of the Planning and Zoning Committee of the Chesterfield City Council was held at 5:30 p.m., on Thursday, March 4, 2004, in Conference Room 101. In attendance were: Chair Barry Streeter (Ward II), Councilmember Jane Durrell (Ward I), Councilmember Dan Hurt (Ward III) and Councilmember Mary Brown (Ward IV). Also in attendance were Councilmember Bruce Geiger (Ward II); Councilmember Mike Casey (Ward III); Planning Commission Chair Victoria Sherman; Director of Planning Teresa Price; Senior Planner Annissa McCaskill-Clay; Project Planner Michael Hurlbert; Project Planner Aimee Nassif; Project Planner Christine Ross Smith and Kathy Lone, Planning Assistant.

*To be discussed at the 3/15/2004 City Council Meeting.

Chair Streeter called the meeting to order at 5:33 p.m.

I. Approval of the Planning and Zoning Committee Meeting Summary of February 19, 2004.

Councilmember Brown made a motion to approve the Meeting Summary of February 19, 2004. The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

- V. P.Z. 11-2003 Capitol Land Company:** a request for a change of zoning from a "C-8" Planned Commercial District to a "PC" Planned Commercial District for 6.494 acre tract of land located north of Lea Oaks Drive, east of Clarkson Road, west of Old Baxter Road, and south of Chesterfield Parkway East. (Locator Numbers: 19S420349, 19S420404, 19S420305, 19S440512, 19S440161, 19S420130).

Chair Streeter stated that the petitioner has requested that this petition be held.

General discussion followed concerned the signed cross access easements, the new road and underground detention, and the green space ratio.

Councilmember Durrell made a motion to hold **P.Z. 11-2003 Capitol Land Company.** The motion was seconded by Councilmember Hurt and **passes** by a voice vote of 4 to 0.

***II. Shenandoah Ordinance Amendment:** A request to amend the ordinance for a Planned Environment Unit in the R-1A, R-2 and R-3 districts, north of Conway Road, west of White Road, extending north to Olive Boulevard.

Project Planner Christine Ross Smith gave an overview of changes that have been made to **Shenandoah Ordinance Amendment.** A revised plan was handed out which will be referred to as Exhibit A.

General discussion followed concerning retaining walls in the rear, setback requirements, the grade platform and micro-detention in the rear.

Chair Streeter asked who was responsible for sewer maintenance.

Staff stated that they will review this and let Chair Streeter know.

Councilmember Hurt made a motion to reduce the number of units to three (3) new ones. The motion was seconded by Councilmember Durrell and **passes** by a voice vote of 4 to 0.

Councilmember Hurt made a motion to add one (1) additional curb cut for a total of two (2). The motion was seconded by Councilmember Durrell and **passes** by a voice vote of 4 to 0.

Councilmember Hurt made a motion that, according to Exhibit A (to be used for the grades only), the curb cut grade not exceed 2% for a minimum distance of 40 feet and the driveway, at a minimum width of 16 feet wide, not to exceed a 7% grade, unless directed by the Department of Public Works. The motion was seconded by Councilmember Durrell and **passes** by a voice vote of 4 to 0.

Chair Streeter made a motion to establish sight distance easements to ensure no vegetation or landscaping will obscure views of oncoming traffic. The motion was seconded by Councilmember Hurt and **passes** by a voice vote of 4 to 0.

Chair Streeter made a motion that a landscape buffer not to be in conflict with the Site Development Plan. The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

Councilmember Durrell made a motion to create a covenant for shared maintenance for the shared retaining walls. The motion was seconded by Councilmember Brown and **passes by a voice vote of 4 to 0.**

Councilmember Brown made a motion that storm water will be handled by micro-detention subject to the approval of the City of Chesterfield's Department of Public Works. In the event this option is not feasible, as determined by soils studies or the Department of Public Works, a second option is to pipe the outflow from the micro detention to the creek in the common ground adjacent to the site. The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

Ms. Teresa Price, Director of Planning, stated that this project will have to go through the tree ordinance process.

Councilmember Durrell made a motion to recommend approval of the amendments and forward the **Shenandoah Ordinance Amendment** to City Council. The motion was seconded by Councilmember Hurt and **passes by a voice vote of 4 to 0.**

Chair Streeter directed Staff to have all amendments prepared in Attachment A form.

Planning Commission Chair Victoria Sherman asked Planning Commission Liaison Mary Brown to review the changes with the Planning Commission at their meeting on March 8, 2004.

***Note: One bill, as recommended by the Planning Commission will be needed for the March 15, 2004 City Council Meeting.
SEE Bill #**

*** IV. P.Z. 36-2003 City of Chesterfield (Off-Street Parking for Display Homes):** A request to amend Section 1003.165 (F) of the Zoning Ordinance to include off-street parking requirements for display homes.

Project Planner Aimee Nassif gave an overview of **P.Z. 36-2003 City of Chesterfield (Off-Street Parking for Display Homes)** and stated that this petition was referred back to Committee by City Council. Ms. Nassif stated that after review, the minimum parking requirement was changed to allow two (2) spaces for every display home and one (1) space for every office unit, requiring that all parking spaces be shown on the display plat, and that once the final display home has been sold that all off-street parking spaces will be torn down and redeveloped.

Ms. Nassiff stated that after review, the changes are:

1003.165F Off-Street Parking and Loading Requirements-Residential

For Display Homes there shall be 2 (two) spaces for every display home and one (1) space for every office unit.

1005.350 Dwelling unit display plat procedure.

5. The display plat shall show the location and number of off-street parking spaces. As required by City of Chesterfield Zoning Ordinance Section 1003.165 (F), there shall be 2 (two) parking spaces for every display home and 1 (one) parking space for each office unit.

1005.150 Single-family residential lot design standards.

10. *Off-street parking for display homes.* As required by City of Chesterfield Zoning Ordinance 1003.165 (F), there shall be 2 (two) parking spaces for every display home and 1 (one) parking space for each office unit. Once the display homes are sold, the developer shall tear down the display parking located on the remaining lot within thirty (30) days or as directed by the City of Chesterfield.

Councilmember Brown made a motion to recommend approval of the above changes and forward **P.Z. 36-2003 City of Chesterfield (Off-Street Parking for Display Homes)** to City Council. The motion was seconded by Councilmember Durrell and **passes** by a **voice vote of 4 to 0.**

Chair Streeter stated that this will amend the first reading at City Council.

***Note: One bill, as recommended by the Planning Commission will be needed for the March 15, 2004 City Council Meeting.
SEE Bill #**

***III. P.Z. 24-2003 THF Chesterfield Development LLC (The Commons):** a request for an amendment to City of Chesterfield Ordinances 1600 and 1627 to allow for seasonal outdoor sales and storage at Lowe's and Wal-Mart stores in Chesterfield Commons from March 15th until October 15th of each year.(17T140121)

Senior Planner Annissa McCaskill-Clay gave an overview of **P.Z. 24-2003 THF Chesterfield Development LLC (The Commons)** and stated that this petition was approved with conditions by the Planning Commission by a vote of 6 to 3. Ms.

McCaskill-Clay stated that Wal-Mart is no longer a part of this petition since they are seeking approval to expand their garden center.

General discussion followed concerning reference to the building other than Lowe's, truck parking in front of the building and selling products out of their shipping cartons.

Chair Streeter made a motion to change all references to Lowe's as the western-most tenant of the Chesterfield Commons development. The motion was seconded by Councilmember Brown and **passes by a voice vote of 4 to 0.**

Councilmember Hurt made a motion that the following A(8) in Attachment A be changed to: b. Said storage shall include only plant materials, potting soil, top soil and cypress mulch are proposed to be sold in the outdoor sales area **and should not be in original shipping containers.** The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

Chair Streeter made a motion to recommend approval of the amendments and forward **P.Z. 24-2003 THF Chesterfield Development LLC (The Commons)** to City Council. The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

***Note: One bill, as recommended by the Planning Commission will be needed for the March 15, 2004 City Council Meeting.
SEE Bill #**

VI. Other: The Planning and Zoning Committee will consider and act upon the matters listed above, and such other matters as may be presented at the meeting and determined to be appropriate for discussion at that time.

Chair Streeter stated that the Committee has a policy not to allow the petitioner to submit last minute information. Chair Streeter stated that he wants the Committee to develop a policy that new information be brought through Staff.

General discussion followed concerning new information triggering new review and new information being submitted 48 hours before a Committee meeting.

Staff will prepare wording for a 48-hour policy for review at the next Committee meeting on March 18, 2004.

The meeting adjourned at 6:54 p.m.

TP/kl

