

MEMORANDUM

TO: Michael G. Herring, City Administrator

FROM: Teresa J. Price, Director of Planning

DATE: November 8, 2002

SUBJECT: Planning and Zoning Committee Meeting Summary from November 7, 2002

A meeting of the Planning and Zoning Committee of the Chesterfield City Council was held at 5:30 p.m., on Thursday, November 7, 2002, in Conference Room 101. In attendance were: Chair Dan Hurt (Ward III); Vice Chair Barry Streeter (Ward II); Councilmember Jane Durrell (Ward I); and Councilmember Mary Brown (Ward IV). Also in attendance were: Planning Commission Chair Victoria Sherman; Director of Planning Teresa Price; Senior Planner Barbara Weigel; Planning Technician Tim Renaud; and Kathy Lone, Planning Assistant.

*To be discussed at the 11/18/2002 City Council Meeting.

Chair Hurt called the meeting to order at 5:30 p.m.

I. Approval of the Planning and Zoning Committee Meeting Summary of October 24, 2002.

Councilmember Streeter made a motion to approve the Meeting Summary of October 24, 2002. The motion was seconded by Councilmember Brown and **passes by a voice vote of 4 to 0.**

IV. Update on Home Occupation Ordinance Issues

Planning Technician Tim Renaud gave an overview of the Home Occupation Form currently being used by the City and stated that everything is being reviewed by City Attorney Doug Beach.

General discussion followed concerning the wording on the Home Occupation Form being more restrictive regarding uses, equipment that could be used in home businesses, monitoring parking of cars on site and visitors for the home business.

Chair Hurt made a motion to direct Staff to ask City Attorney Doug Beach to give his opinion/interpretation of the pending Home Occupation issue by the November 21, 2002

Planning and Zoning Committee meeting. The motion was seconded by Councilmember Brown and **passes by a voice vote of 4 to 0.**

Councilmember Durrell made a motion to direct Staff that, regardless of the opinion/interpretation of Mr. Beach, to look at adding additional language that more clearly limits the types and activities (intensity, types of equipment and no retail customers on site) of home businesses. The motion was seconded by Councilmember Streeter and **passes by a voice vote of 4 to 0.**

***II. P.Z. 14-2002, The Fred M. Kemp Foundation:** A request by The Fred M. Kemp Foundation and the JPR Corporation to change the zoning from "NU and M-3" to PC (Planned Commercial) for a 5.104 acre tract of land located on the north side of Chesterfield Airport Road. (parcel 17T140198 and portions of parcel 17T230991).

Senior Planner Barbara Weigel gave an overview of **P.Z. 14-2002, The Fred M. Kemp Foundation** and stated that this petition was approved by the Planning Commission with conditions by a vote of 7 to 0. The condition of approval by the Planning Commission was to eliminate the wickets.

General discussion followed concerning the green space percentage, sidewalks, the wickets versus signage, allowing the wicket concept and the materials being used for the wickets.

Planning Commission Chair Victoria Sherman stated that the Planning Commission expressed concern with the size and appearance of the wickets.

Mr. Fred Kemp, petitioner, asked the Committee to reconsider allowing the wickets.

Chair Hurt made a motion to direct Staff to ask City Attorney Doug Beach to come up with wording for an amendment for the petitioner to use this type of device (wickets) in some configuration without infringing upon Mr. Beach's ability to defend the City legally on other issues regarding signage or attention-getting devices. The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

Councilmember Streeter made a motion to direct Staff to prepare a potential amendment to put the language for the wickets back into the Attachment A, the Site Development Plan will be reviewed by the Architectural Review Board (ARB) and City Council and for the Site Development Plan to have automatic Power of Review by the City Council. The motion was seconded by Councilmember Brown and **passes by a voice vote of 4 to 0.**

The amendment will be as follows:

Section VII. Specific Criteria

Sculpture

18. Any sculpture proposed on the site, including wickets, shall be submitted with the Site Development Plan (SDP) and reviewed by the Architectural Review Board (ARB) prior to submission of the SDP to the Planning Commission. Final approval of the sculpture will be with the City Council.

Section VII. Power of Review

Power of Review

19. The Site Development Plan will have an automatic review by the City Council. The City Council will then take appropriate action relative to the proposal.

Councilmember Streeter made a motion to recommend approval and forward to City Council **P.Z. 14-2002, The Fred M. Kemp Foundation**. The motion was seconded by Councilmember Brown and **passes** by a voice vote of 4 to 0.

***Note: One bill as recommended by the Planning Commission, will be needed for the November 18, 2002 City Council Meeting.
SEE Bill #**

***III. P.Z. 18-2002 Randall Stegmann:** A request for a “Commercial Service Procedure” within an “R-2” Residential District for a 1.17 acre tract of land located on the south side of Olive Boulevard, approximately 100 feet east of Westbury Drive (Locator Number 16Q 14-0501)

Senior Planner Barbara Weigel gave an overview of **P.Z. 18-2002 Randall Stegmann**. Ms. Weigel stated that this petition was approved with conditions by the Planning Commission by a vote of 6 to 1.

Councilmember Durrell gave a brief history of Commercial Service Procedures (CSP).

Councilmember Durrell made a motion to recommend approval and forward to City Council **P.Z. 18-2002 Randall Stegmann**. The motion was seconded by Councilmember Brown and **passes** by a voice vote of 4 to 0.

***Note: One bill, as recommended by the Planning Commission, will be needed for the November 18, 2002 City Council Meeting.
SEE Bill #**

V. Pending Projects/Departmental Update

Director of Planning Teresa Price stated that a special meeting of the Committee and the Public Works/Parks Committee would be held on December 12, 2002 to discuss the update of the Comprehensive Plan.

Councilmember Streeter made a motion to adjourn the meeting. The motion was seconded by Councilmember Durrell and **passes** by a voice vote of **4 to 0**. The meeting adjourned at 7:02 p.m.

TP/kl