



PLANNING AND DEVELOPMENT SERVICES ACTIVITY REPORT

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Nagy
2/1/13*

DECEMBER 2012 & JANUARY 2013 EDITION

This report contains a summary of activity and work within the planning and development services division on private development sites within the City of Chesterfield for the months of December and January.

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For the past several months, we have seen an increase in plan reviews and pre application meetings in the Department. Currently, there are **34** projects in various stages of development currently under review by our planners and engineers. A few of those projects are listed below:

Surdex, Lot A
The Reserve at Chesterfield Village (permits and plat for Plat 3)
Chesterfield Ridge Center, RGA site
Friendship Village
Church of the Resurrection
Windsor Crossing Community Church
Spirit 40 Park
1901 Wilson Road
Wendy's Restaurant
Valvoline Instant Oil Change
Blue Valley sign package
Chesterfield Outlets (also known as Chesterfield Prestige Outlets)sign package
18366 Wings of Hope
Chesterfield Commons Six, Chick fil a restaurant

DID YOU KNOW?

Did you know that we offer same day review of permits for interior remodeling, alterations, or finishes for both residential or commercial buildings? Permits for exterior work such as decks, home additions, new construction, etc are completed in just 1-3 days.

This is even more impressive when you consider that an

average of 96 permits are submitted each month.

Permits and Inspections

As you know, the City of Chesterfield contracts with St Louis County for the issuance of building permits and enforcement of applicable building codes. However, prior to permits being issued, a municipal zoning review is conducted by the City. Among other items, we ensure that uses are permitted, the proper zoning is in place, any zoning restrictions or conditions are adhered to and no outstanding violations exist on the site. We refer to these as MZAs or municipal zoning applications. For December and January, our permit review activity can be categorized in the following manner:

- *Interior finish or remodeling (residential & non-residential) 52*
- *New construction & additions (residential & non-residential) 34*
- *Sign permits 31*
- *Other 37*
- *Total MZA reviews 154*

In addition to MZA reviews, we also review all occupancy permits (both temporary and full), home occupation permits, business licenses, and special activity permits. **For the months of December and January, these totaled over 70 requests.**

Additional Community Services Offered

Planner of the Day. We offer a wide variety of resources to property owners, potential developers, residents and business owners. Through our Planner of the Day (POD) Program, individuals can email, call or come to City Hall without an appointment and speak to a planner or engineer about any parcel of land, new or existing development or general planning and zoning questions. Over the last two months, POD responded to the following:

- *170 requests by phone*
- *29 requests from individuals coming to City Hall*
- *17 requests by email*
- *Total POD requests 216*

**It is also important to remember that we strive to be as responsive and helpful as possible. Therefore, unless a particular request requires it; our response time to all POD inquiries is the same day or following day.*

In 2012, we responded to over 2,000 inquiries!!

Pre-Application Meetings. We encourage property owners and developers to meet with us prior to making a formal submittal to the City for new development or redevelopment projects. The purpose of these meetings is to offer a cursory review of a proposal prior to formal application being made. This allows us to provide an applicant with information regarding Code requirements, zoning entitlements, Comprehensive Land Use Plan items, and answer any other question they may have. Applicants find these meetings extremely helpful so that they know what the City requirements are prior to finalizing their plans. During these meetings we also walk them through our development process and explain the various meetings and submission deadline dates. These meetings take a significant amount of time to prepare for, but they are beneficial for all parties. By meeting with us ahead of time, we have found that the development process is much smoother and more efficient for everyone. In December and January, Pre-Application meetings were held for the following sites:

- *Thousand Oaks Church site*
- *Blue Ocean*
- *Monarch Center*
- *120 N Eatherton*
- *Chesterfield Commons West*
- *16636 Old Chesterfield Road*
- *Chesterfield Technology Park*
- *Arbors at Khers Mill*

**Some of these sites have made formal project submittal to the City since the Pre-Application meeting was held.*

Site Inspections.

Our inspectors are in the field daily ensuring that site improvements such as parking areas, sidewalks, roadways, internal drives, and other public improvements are installed according to plans approved by the City. Planners and Engineers are also responsible for site visits to ensure compliance with other site related items such as landscape plans, lighting plans and building elevations. We are currently monitoring over 20 active construction sites. These include the following developments:

- *Chesterfield Outlets*
- *Friendship Village*
- *Chesterfield Commons Seven*
- *Arbors at Wildhorse*
- *Brunhaven*
- *Blue Valley*
- *The Reserve at Chesterfield Village*

New Businesses and Business License Renewals

The following is a list of some of existing businesses who renewed their business licenses with the City recently, who relocated to another location within the City, or who are new to town.

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| PHOTO BLISS PHOTOGRAPHY | 741 G HAWKMOUNT CIRCLE |
| SPA LUCCA | 116 CHESTERFIELD COMMONS EAST ROAD |
| SHARP SMOKER, LLC (<i>Online sales of Electronic Cigarettes & Accessories</i>) | 15676 SUMMER LAKE DRIVE |
| DUO SPLASH FLOATS (<i>Online sales of double-pool floats</i>) | 15676 SUMMER LAKE DRIVE |
| JAG PROMOTIONS, INC. | 743 SPIRIT 40 PARK DRIVE, SUITE 228 |
| ROTTLER PEST AND LAWN SOLUTIONS | 227 CHESTERFIELD INDUSTRIAL BOULEVARD |
| PROPERTY ACQUISITION & HOLDINGS | 18118 CHESTERFIELD AIRPORT ROAD, SUITE P |
| SOFT TISSUE MANIPULATION CLINIC OF ST. LOUIS | 510 BAXTER ROAD |
| AMERICAN FAMILY INSURANCE | 146 LONG ROAD |
| JBS HOME, LLC | 1301 AMHERST TERRACE WAY |
| TOM SHAW REALTORS | 17813 EDISON AVENUE, SUITE 200 |
| MISSION: FITNESS | 126 HILLTOWN VILLAGE CENTER |
| COUNTRY FINANCIAL | 17000 BAXTER ROAD, SUITE 202 |
| POUNDS & INCHES AWAY | 103 LONG ROAD |
| SUBWAY | 14817 CLAYTON ROAD |
| CHESTERFIELD KIDS ACADEMY | 13444 BEAGLE LANE |
| AIR NET SYSTEMS | 532 BEECHCRAFT AVENUE, HANGAR 10 |

To view all the projects currently under review with Planning and Development Services, visit the Active Project Database on the City's website at www.chesterfield.mo.us