



# **PLANNING AND DEVELOPMENT SERVICES ACTIVITY REPORT**

**JULY 2013 EDITION**

*SUBMITTED BY AIMEE NASSIF, PLANNING & DEVELOPMENT  
SERVICES DIRECTOR*

*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 month of July.*

# PLANNING AND DEVELOPMENT SERVICES ACTIVITY REPORT

## JULY 2013 EDITION

We continue to see an increase in plan reviews, permit requests and pre application meetings in the Department. Currently, there are **over 35** projects in various stages of development currently under review by our planners and engineers. A few of those projects are listed below:

*Forum Center*

*Monsanto*

*Schoettler Grove*

*Wendy's Restaurant*

*St. Luke's addition*

*Justus Pointe*

*Simon-Premium Outlets*

*Estates at Old Baxter Square*

*Monarch Center*

*Hyatt Place Hotel*

*Chesterfield Commons Six, Chick fil a restaurant*

*Timberlake Corporate Center*

*Chesterfield Ridge Center, RGA site*

*Pacific Dental*

*Arbors at Kehrs Mill*

*346 Eatherton Road*

## DID YOU KNOW?

The increase in the number of permits we have reviewed this month was at an all-time high.

With everyone pitching in and helping out, almost 400 permits came through the department in July!

In addition, there were 30 active projects under review and over 250 planner of the day requests.

This amount of work truly reflects the interest the development community and business community have in our wonderful City! We have a lot to offer which is evident by all the new businesses and new construction occurring.

## 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 July, our permit review activity can be categorized in the following manner:

- *Interior finish or remodeling (residential & non-residential) 43*
- *New construction & additions (residential & non-residential) 30*
- *Sign permits 70*
- *Other construction permits 56*
- *Total MZA reviews 199*

**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 month of July, these totaled over 230 reviews!**

- Business Licenses reviewed 82
- Occupancy Permits reviewed 141
- Other permits 13

***IN TOTAL, STAFF REVIEWED OVER 400 PERMITS THIS MONTH!***

## 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:

- ***230 requests by phone***
- ***23 requests from individuals coming to City Hall***
- ***11 requests by email***
- ***Total POD requests 264***

*\*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.*

**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 July, Pre-Application meetings were held for the following sites:

- *Monsanto*
- *Schoettler Road*
- *Long Road Crossing*
- *Brooking Park (Woodsmill Rd)*
- *17439 Wild Horse Creek Road*
- *14985 Conway Road*

*\*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:

- *RGA site*
- *Chesterfield Commons Seven (Valvoline & Wendy's Restaurant sites)*
- *Arbors at Wildhorse*
- *Blue Valley-Premium Outlets*
- *The Reserve at Chesterfield Village*
- *Hyatt Place Hotel*

## New Businesses and Business License Renewals

In July we reviewed over 30 business licenses. 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.

ENSURETY, INC. <i>(Third party administrator)</i>	17107 CHESTERFIELD AIRPORT ROAD
MARK ANTHONY'S COLLECTIONS <i>(Taubman Prestige Outlets)</i>	17017 N OUTER 40 ROAD, SUITE 210
AXIS WORLDWIDE SUPPLY CHAIN & LOGISTICS <i>(Third party logistics company)</i>	618 SPIRIT DRIVE, SUITE 150
LUCKY TRADING <i>(Call Center)</i>	42 FOUR SEASONS CENTER, SUITE 118
EYE CARE CHARITY OF MID-AMERICA 2b <i>(Taubman Prestige Outlets)</i>	732 N GODDARD AVENUE 17017 N OUTER 40 ROAD, SUITE 194
VITOS IN THE VALLEY <i>(Restaurant &amp; Bar)</i>	138-140 CHESTERFIELD TOWNE CTR
BBQ ENTERPRISE, LLC <i>(Food service)</i>	717 CROWN INDUSTRIAL COURT
HICKORY FARMS <i>(Taubman Prestige Outlets)</i>	17017 N OUTER 40 ROAD, SPACE 169
LOFT OUTLET <i>(Simon Premium Outlet)</i>	18521 OUTLET BOULEVARD,
CHESTERFIELD PARK DENTAL	4 WEST DRIVE, SUITE 130
ON THE BALL SPORTS <i>(Taubman Prestige Outlets)</i>	17017 N OUTER 40 ROAD, SUITE 190
ANN TAYLOR FACTORY STORE <i>(Simon Premium Outlets)</i>	18521 OUTLET BOULEVARD
THE BEDROOM STORE <i>(Taubman Prestige Outlets)</i>	17017 N OUTER 40 ROAD, SUITE 172
LOVE CULTURE <i>(Taubman Prestige Outlets)</i>	17057 N OUTER 40 ROAD, SUITE 142
CAMILLE LA VIE <i>(Women's clothing and accessories)</i>	77 CHESTERFIELD MALL, SUITE 264
SPENCER GIFTS	291 CHESTERFIELD MALL
NETELLIGENT CORPORATION	16401 SWINGLEY RIDGE ROAD
DONNA KAREN <i>(Simon Premium Outlets)</i>	18511 OUTLET BOULEVARD, SUITE 833

## On the Cover

On the cover of this report is a photo of the new Valvoline Instant Oil Change. Valvoline is located in Chesterfield Commons Seven development on the north side of Chesterfield Airport Road adjacent to Wendy's Restaurant (coming soon). This service establishment, which just opened May 30, 2013, is approximately 2,477 square feet in size and includes 4 service bays.



*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](http://www.chesterfield.mo.us)*