



PLANNING AND DEVELOPMENT SERVICES ACTIVITY REPORT

JUNE 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 June.

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For the past several months, we have seen an increase in plan reviews, permit requests and pre application meetings in the Department. Currently, there are **over 40** projects in various stages of development currently under review by our planners and engineers. A few of those projects are listed below:

Arbors at Wild Horse

Monsanto

Spirit Valley Business Park-Pets and Company

Wendy's Restaurant

Valvoline Instant Oil Change

Taubman-Prestige Outlets

Simon-Premium Outlets

Mercy Health Systems

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

DID YOU KNOW?

The Zoning Ordinance and Subdivision Ordinance of the City Code are both available to view in their entirety on the City's website.

These documents are the main ones utilized in the Department during the zoning, site plan review and record plat processes.

If you are interested in learning more about land use regulations or development standards such as

sign regulations, parking requirements, building height restrictions, street widths and so forth; check them out at www.chesterfield.mo.us

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

- *Interior finish or remodeling (residential & non-residential) 47*
- *New construction & additions (residential & non-residential) 30*
- *Sign permits 78*
- *Other construction permits 27*
- *Total MZA reviews 182*

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 June, these totaled over 250 reviews! I can't stress enough the amount of work that is currently being done by staff for these permit reviews. These reviews are handled by just 7 staff members in addition to all their other project assignments and duties (such as planner of the day as mentioned below); and we are still meeting our review goals of getting these permits reviewed within 1-3 days! This is an extremely impressive accomplishment!

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:

- *146 requests by phone*
- *38 requests from individuals coming to City Hall*
- *14 requests by email*
- *Total POD requests 198*

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

- *Monsanto*
- *Schoettler Road*
- *Wilson Road*
- *Forum Center (Olive and 141)*
- *Spirit of St Louis Airpark*

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

New Businesses and Business License Renewals

In June 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 & 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 future home to Wendy's Restaurant. Wendy's will be located in Chesterfield Commons Seven development on the north side of Chesterfield Airport Road adjacent to Valvoline Instant Oil Change. The restaurant is approved at approximately 3,490 square feet in size with a drive thru service. Wendy's anticipated grand opening will be later this summer. Below is a photo of the existing site conditions as well as the architectural rendering of the finished product.



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