



PLANNING AND DEVELOPMENT SERVICES ACTIVITY REPORT

SEPTEMBER 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 September.

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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:

Monsanto (parking structure)

Schoettler Grove

Monarch Center

Chesterfield Blue Valley, Lot 2

Justus Pointe

Hyatt Place Hotel

Chesterfield Commons Six, Chick fil a restaurant

Timberlake Corporate Center

Chesterfield Ridge Center, RGA site

Arbors at Wildhorse

Arbors at Kehrs Mill

Spirit Valley Business Park

Clarkson Square

DID YOU KNOW?

The City of Chesterfield along with the American Planning Association takes time each year to recognize Community Planning Month in October.

This year's theme from the American Planning Association is People and Places bringing awareness to the role that planners play in shaping communities and people's lives.

If you are interested in the work that planners do or current projects and activities we are working on we would enjoy hearing from you.

Call and speak to a Planner directly at 636.537.4733 or via email at

pod@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 September, our permit review activity can be categorized in the following manner:

- *Interior finish or remodeling (residential & non-residential) 39*
- *New construction & additions (residential & non-residential) 36*
- *Sign permits 13*
- *Other construction permits 17*
- *Total MZA reviews 105*

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 September, we reviewed and released 123 Occupancy Permits!

IN TOTAL, STAFF REVIEWED OVER 275 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:

- ***170 requests by phone***
- ***11 requests from individuals coming to City Hall***
- ***15 requests by email***
- ***Total POD requests 196***

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

- *Spirit Valley Business Park*
- *Chesterfield Village Townhomes*
- *Westland Acres*
- *18357 Chesterfield Airport Road*
- *1580 Clarkson Road*
- *17481 N Outer 40 Road*
- *14001 Olive Road*
- *Bow Tree Court*
- *3-7 Arnage Boulevard*

**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 September we reviewed over **25** 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.

PAIN PREVENTION & REHAB CENTER	13710 OLIVE BOULEVARD
JET'S PIZZA	1635 CLARKSON ROAD
AMERICAN DREAM PARTNERSHIP	16150 MAIN CIRCLE DRIVE, SUITE 220
HICKORY FARMS (<i>Temporary Kiosk at Chesterfield Mall</i>)	291 CHESTERFIELD MALL, T102
ST. LOUIS VAPOR SHOP	110 CHESTERFIELD VALLEY DRIVE
NEW CHINA	17535 CHESTERFIELD AIRPORT ROAD
LANE BRYANT	18505 OUTLET BOULEVARD, SUITE 409
GAP	18511 OUTLET BOULEVARD, SUITE 860
HYATT PLACE	333 CHESTERFIELD CENTER
GREEN DOOR MEDICAL DAY SPA	16216 BAXTER ROAD, SUITE 300
PUSH PEDAL PULL	186 THF BOULEVARD
ST. LOUIS AUTO DETAIL	17833 EDISION AVENUE
VALUED PHARMACY SERVICES OF THE MIDWEST	691 TRADE CENTER BOULEVARD
INSIGHT TITLE COMPANY	17107 CHESTERFIELD AIRPORT ROAD, SUITE 215
NADOZ BAKERY & CAFÉ (Simon Premium Outlets)	17089 N OUTER 40 ROAD, SUITE 140
WEST COUNTY DAY SCHOOL	140 HILLTOWN VILLAGE DRIVE
HOLLISTER	18521 OUTLET BOULEVARD, SUITE 760
GATEWAY PGA FOUNDATION (<i>Golf promoters</i>)	17269 WILD HORSE CREEK ROAD, SUITE 110
PRODUCT PROMOTIONS	18405 EDISON

On the Cover

On the cover of this report is a photo construction work at RGA (Reinsurance Group of America) located at Swingley Ridge and Chesterfield Parkway West. RGA is constructing two office buildings with surface and structure parking on site. The office buildings will total five stories at approximately 405,000 square foot in size. The structure parking consists of two story buried parking garage. Construction also includes road improvements to Swingley Ridge and Chesterfield Parkway which are anticipated to begin in the Spring of 2014. Anticipated opening date of the office buildings and other site improvements is Fall 2014.



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