

**CITY OF WILDWOOD, MISSOURI**  
**RECORD OF PROCEEDINGS**

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**MEETING OF THE PLANNING AND ZONING COMMISSION**  
CITY HALL, 16860 MAIN STREET, WILDWOOD, MISSOURI  
April 15, 2019

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The Planning and Zoning Commission meeting was called to order by Chair Archeski, at 6:30 p.m., on Monday, April 15, 2019, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

**I. Welcome to Attendees and Roll Call of Commission Members**

Chair Archeski requested a roll call be taken by Planner Newberry. The roll call was taken, with the following results:

PRESENT – (10)

Chair Archeski  
Commissioner Helfrey  
Commissioner Deppeler  
Commissioner Lee  
Commissioner Gragnani  
Commissioner Beattie  
Commissioner Kohn  
Commissioner Simpson  
Council Member Woerther  
Mayor Bowlin

ABSENT – (0)

Other City officials present: Director of Planning Vujnich, Planner Newberry, and City Attorney Young

**II. Review Tonight’s Agenda / Questions or Comments**

There were no questions or comments on the agenda.

**III. Approval of Minutes from the April 1, 2019 Meeting**

Director Vujnich stated the draft minutes prepared by the Department for the April 1, 2019 meeting had a number of errors regarding the votes taken during that meeting. He apologized for the error and stated a red-line version had been prepared identifying the necessary corrections and was provided to Commission Members for review. The red-line version, with corrections, is also attached to these meeting minutes for the official record.

A motion was made by Commissioner Gragnani, seconded by Commissioner Beattie, to approve the minutes from the April 1, 2019 meeting, with corrections identified in the above referenced document. A voice vote was taken regarding the motion for approval of the minutes. Hearing no objections, Chair Archeski declared the motion approved by a vote of 8-0, with two (2) abstentions (Commissioner Lee and Mayor Bowlin).

#### **IV. Department of Planning Opening Remarks**

The Department had no opening remarks.

#### **V. Public Comment Session**

#### **VI. Public Hearings – One (1) Item for Consideration**

- a.) **P.Z. 4-19 City of Wildwood Planning and Zoning Commission, c/o Department of Planning, 16860 Main Street, Wildwood, Missouri 63040** – A request to consider possible amendments to the City of Wildwood’s Zoning Ordinance – Chapter 415.380 Miscellaneous Regulations – which would address certain issues and concerns relating to hotels, motels, and similar types of uses, specifically regarding guest vehicles and the identification of them relative to their parking and/or storage in conjunction with these activities. (**Wards – All**)

Planner Newberry read the request into the record.

Director Vujnich submitted into the official record for tonight’s public hearing the City’s Charter, Master Plan, Chapter 415 of the City’s Code of Ordinances, the Department’s file on this item, and any testimony, exhibits, or other items provided as part of its discussion.

Director Vujnich provided an explanation of the Department’s intent regarding this request. He stated that over the years, since the opening of the Wildwood Hotel, the Department and the St. Louis County Police – Wildwood Precinct have struggled in addressing a problem with guests of the hotel illegally parking large vehicles in the on-street parking areas near the facility, thereby blocking multiple parking stalls. He stated, in the past, the police have requested the hotel management contact the guest, who has illegally parked, and request the vehicle be moved. When this request has been made, the hotel has informed the police they are not aware which guest has parked the large vehicle. Director Vujnich stated, in order to avoid other means of undesirable enforcement measures, such as ticketing and towing, the Department is asking the Commission to consider amendments to the City’s Zoning Ordinance to require all hotels within Wildwood, current and future, to collect vehicle registration information from hotel guests, which is the subject of tonight’s public hearing.

Chair Archeski invited a representative from the St. Louis County Police Department, Wildwood Precinct, to address the Commission.

**Sergeant Brad Wendling**, stated the St. Louis County Police – Wildwood Precinct has had ongoing issues with illegally parked vehicles near the Wildwood Hotel, as described by Director Vujnich.

Discussion was held among Commission Members regarding where parking spaces are available near the Wildwood Hotel for larger vehicles; what types of vehicles are causing parking issues; the difference between allowed cross-parking agreements within Town Center and the public right-of-way; the current responsibility of the Wildwood Hotel regarding guest vehicle registration; the notion that most hotels have dedicated parking lots associated with them and the need to address this situation with any future hotel or like use; the notion most hotels across the country require guest vehicle registration; and other solutions the existing Wildwood Hotel could employ to avoid issues with illegally parked guest vehicles, such as identifying on a map alternate locations that guests with larger vehicles can access.

Chair Archeski invited members of the public to address the Commission.

**Jean Vedvig, 16709 Clayton Road,** stated it was her belief requiring hotels to collect guest vehicle registration would solve the problem with illegally parked vehicles in the Town Center area.

A motion by Council Member Woerther, seconded by Commissioner Helfrey, to close the public hearing. A voice vote was taken regarding the motion. Hearing no objections, Chair Archeski declared the motion approved by a vote of 10-0.

**VII. Old Business – One (1) Item for Consideration**

- a) **P.Z. 1-19 City of Wildwood Planning and Zoning Commission c/o Department of Planning, 16860 Main Street, Wildwood, Missouri** – A request for the Planning and Zoning Commission’s review and action on the 2018 update of the City of Wildwood’s Action Plan 2007, which is a component of the City’s Master Plan. The updated Action Plan 2007 has been under review by the Parks Action Plan Update Committee (PAPUC) since October 2017 and its members have acted favorably on this draft. The Action Plan 2007 establishes goals and recommendations regarding five (5) major categories relating specifically to parks and recreation within the City of Wildwood. These categories include Recreation Programming, Facilities, Property Acquisition, Funding, and Town Center Public Space. Along with these goals and recommendations, the Action Plan 2007 includes Support Information, Supplemental Factors, and Assumptions for each of the major categories. The initial plan, first adopted in 2007, requires it to be reviewed and updated after its first ten (10) years of implementation. The draft of the plan is now being submitted to the Planning and Zoning Commission and, ultimately, City Council, for review, consideration, and appropriate action. **(Wards – All)**

Planner Newberry read the request into the record.

Director Vujnich stated the Planning and Zoning Commission acted to unanimously support the updated to the Action Plan 2007, with certain identified changes, so it reflected recent developments completed by the City. He stated those changes have been incorporated into the Draft Letter of Recommendation and it is in the appropriate form to be forwarded to City Council for its review and action.

No discussion was held among Commission Members regarding this item.

A motion by Mayor Bowlin, seconded by Commissioner Beattie, to accept the draft Letter of Recommendation, with the addition of an acknowledgement and expression of appreciation by the Commission for the work of the members of the Parks Action Plan Update Committee had undertaken and Completed.

A roll call vote was taken, with the following results:

Ayes: Commissioner Helfrey, Commissioner Lee, Commissioner Kohn, Commissioner Gagnani, Commissioner Beattie, Commissioner Deppeler, Commissioner Simpson, Council Member Woerther, Mayor Bowlin, and Chair Archeski

Nays: None

Absent: None

Abstain: None

Whereupon, Chair Archeski declared the motion approved by a vote of 10-0.

**VIII. New Business – No Items for Consideration**

**IX. Site Development Plans-Public Space Plans-Record Plats – No Items for Consideration**

**X. Other – One (1) Item for Consideration**

**a.) Initial Overview and Presentation of Materials on Medical Marijuana Use and City Regulations (**Wards – All**)**

Director Vujnich stated this item is being offered at tonight’s meeting, so as to provide the Commission with initial information regarding the recent ballot measure passed by the voters of Missouri regarding medical marijuana. He stated the Department has received a number of inquiries from individuals interested in the possibility of conducting activities relating to the cultivation, processing, transportation, and distribution of medical marijuana within the City of Wildwood. Director Vujnich stated that, with these recent developments and other deadlines established by the successful ballot initiative, the Commission will soon be asked to consider amendments to the City’s Zoning Ordinance to address the land use activities associated with all components of medical marijuana.

Discussion was held among Commission Members regarding the timeline for amending the City’s Zoning Ordinance, as it relates to the deadlines established by the successful ballot initiative; the nature of the inquiries received by the City regarding medical marijuana; and the need to address each component of it relative to the cultivation, processing, transportation, and distribution of medical marijuana.

**Doug Gilberg, 2906 Ossenfort Road**, stated he is interested in seeking a permit from the State for growing marijuana. He provided the Commission some information he has gathered as part of his research.

**Dr. Doug Pernikoff, 17533 Summit View Place Court**, stated he has been working with Mr. Gilberg and provided the Commission additional information he has gathered, as well.

**XI. Closing Remarks and Adjournment**

A motion by Mayor Bowlin, seconded by Commissioner Helfrey, to adjourn. A voice vote was held regarding the motion. Hearing no objections, Chair Archeski adjourned the meeting at 7:30 p.m.

Approved by:

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Secretary – City of Wildwood Planning and Zoning Commission

Note: Recordation of the opinions, statements, and/or other meeting participation in these minutes shall not be deemed to be an acknowledgement or endorsement by the Commission of the factual accuracy, relevance, or propriety thereof.

\* If comment cards were submitted indicating they did not wish to speak at tonight’s meeting, they have been attached and made part of the official record.

**CITY OF WILDWOOD, MISSOURI**  
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**MEETING OF THE PLANNING AND ZONING COMMISSION**  
CITY HALL, 16860 MAIN STREET, WILDWOOD, MISSOURI  
April 1, 2019

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The Planning and Zoning Commission meeting was called to order by Chair Archeski, at 6:30 p.m., on Monday, April 1, 2019, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

**I. Welcome to Attendees and Roll Call of Commission Members**

Chair Archeski requested a roll call be taken by Planner Newberry. The roll call was taken, with the following results:

PRESENT – (8)

Chair Archeski  
Commissioner Helfrey  
Commissioner Gragnani  
Commissioner Beattie  
Commissioner Kohn  
Commissioner Deppeler  
Council Member Woerther  
Mayor Bowlin

ABSENT – (2)

Commissioner Lee  
Commissioner Simpson

Other City officials present: Director of Planning Vujnich, Planner Newberry, and City Attorney Young

**II. Review Tonight's Agenda / Questions or Comments**

There were no questions or comments on the agenda.

**III. Approval of Minutes from the March 18, 2019 Meeting**

A motion was made by Commissioner Gragnani, seconded by Commissioner Deppeler, to approve the minutes from the March 18, 2019 meeting. A voice vote was taken regarding the motion for approval of the minutes. Hearing no objections, Chair Archeski declared the motion approved by a vote of 8-0.

**IV. Department of Planning Opening Remarks**

The Department had no opening remarks.

**V. Public Comment Session**

**Stephen Curtis, 1405 Prairie Rose Lane**, stated his opposition to the requested extension of time for the submittal of the Site Development Plan regarding **P.Z. 10-15 St. Charles Tower**. He expressed his concerns regarding the potential impacts a telecommunication tower might have on this area of the City.

## VI. Public Hearings – One (1) Item for Consideration

- a) **P.Z. 2-19 Doug Gray, 16709 Westglen Farms Drive, Wildwood, Missouri, 63011, c/o Straight Up Solar, Valerie A. Corey, 10330 Page Industrial Boulevard, St. Louis, Missouri 63132** – A request for a Conditional Use Permit (CUP) in the R-1A 22,000 square foot Residence District and R-3 10,000 square foot Residence District, with Planned Environment Units (PEU) (Street Address: 16709 Westglen Farms Drive/Locator Number: 23V631055), for the installation of roof-mounted solar panels, which are to be so situated on the dwelling as to be visible from an adjoining roadway. This request is to be reviewed in accordance with Chapter 415.120 R-1A 22,000 square foot Residence District Regulations of the City of Wildwood Zoning Ordinance, which establishes standards and requirements for the installation of solar panels. The requested permit is required due to the panels' placement on the front facing area of the dwelling's roof. (**Ward Five**)

Director Vujnich read the request into the record

Director Vujnich submitted into the official record for tonight's public hearing the City's Charter, Master Plan, Chapter 415 of the City's Code of Ordinances, the Department's file on this item, and any testimony, exhibits, or other items provided as part of its discussion.

Planner Newberry provided a brief introduction of the request and a slideshow of photographs of the subject property.

Chair Archeski invited the petitioner's representative to address the Commission.

**Valerie Corey, Straight Up Solar**, provided a brief summary of the details of the proposed solar arrays and related equipment. She stated she is available to answer any questions the Commission Members might have on this proposal.

Chair Archeski invited members of the public to address the Commission.

**John D. Perkins, 431 Gunnison Gorge Drive**, stated he is supportive of the proposed solar panels, noting the importance of alternative sources of energy.

**Patricia LeCray, 16669 Westglen Farms Drive**, expressed concerns regarding the potential impact solar panels would have that are visible from the street on property values in the neighborhood. She also expressed her concern regarding the impact the solar panels may have in the event the house caught on fire.

**Carol Allen, 2303 Forest Leaf Parkway**, stated her concern regarding the aesthetic impact solar panels that are visible from the street might have on the neighborhood. She inquired regarding the results of a survey of neighbors regarding this matter, which was conducted by the Homeowners Association.

Discussion was held among Commission Members regarding the consideration of placing the solar panels on the northern facing roof, so they would not be visible from the street; the need for the mounting brackets to be an integral color to match the existing roof; and the consideration of placing the solar panels on the northern facing roof and utilizing bracketing that tilts them up to face more toward the south.

Mayor Bowlin excused himself from the Commission meeting and remained absent for the rest of the meeting.

Chair Archeski invited the petitioner to address the Commission.

**Doug Gray, 16709 Wetglen Farms Drive**, stated the most effective, productive, and economic placement of the solar panels is on the ~~north~~ south facing roof. He stated the trustees of the Homeowners Association have expressed support of the proposal, following the results of a survey of the neighborhood, as mentioned by one (1) of the speakers. Mr. Gray stated that it was his belief the use of solar panels as an alternative source of energy is a benefit to the community.

A motion by Commissioner Helfrey, seconded by Council Member Woerther, to close tonight's public hearing. A voice vote was taken regarding the motion. Hearing no objections, Chair Archeski declared the motion approved by a vote of 7-0.

## VII. Old Business – One (1) Item for Consideration

- a) **P.Z. 1-19 City of Wildwood Planning and Zoning Commission c/o Department of Planning, 16860 Main Street, Wildwood, Missouri** – A request for the Planning and Zoning Commission's review and action on the 2018 update of the City of Wildwood's Action Plan 2007, which is a component of the City's Master Plan. The updated Action Plan 2007 has been under review by the Parks Action Plan Update Committee (PAPUC) since October 2017 and its members have acted favorably on this draft. The Action Plan 2007 establishes goals and recommendations regarding five (5) major categories relating specifically to parks and recreation within the City of Wildwood. These categories include Recreation Programming, Facilities, Property Acquisition, Funding, and Town Center Public Space. Along with these goals and recommendations, the Action Plan 2007 includes Support Information, Supplemental Factors, and Assumptions for each of the major categories. The initial plan, first adopted in 2007, requires it to be reviewed and updated after its first ten (10) years of implementation. The draft of the plan is now being submitted to the Planning and Zoning Commission and, ultimately, City Council, for review, consideration, and appropriate action. **(Wards – All)**

Planner Newberry read the request into the record.

Director Vujnich provided background information regarding the original 2007 Action Plan. He outlined the Parks Action Plan Update Committee's (PAPUC) review and update process, which was conducted through all of 2018. Director Vujnich stated that many components of the plan were unchanged, with some components being updated to reflect the progress of the implementation of the plan over the past ten (10) plus years. He stated the Committee is recommending a new goal to include Town Center Green Space. Director Vujnich stated the Department is recommending approval of the draft Action Plan, as submitted by the Parks Action Plan Update Committee (PAPUC).

Discussion was held among Commission Members regarding the rationale behind the removal of the reference to connecting the Al Foster Memorial Trail to Route 66 State Park; the need to update the language of the plan to reflect recent actions by the City to remove two (2) houses on the six (6) acre tract of land that is planned to be used as the Town Center Green Space and the relocation of the Community Garden to the existing City Hall property; and the notion the City needs to proceed with caution and perform due diligence, if it develops a trailhead into Rockwoods Reservation from the Pruitt property, as the draft plan reflects.

A motion by Commissioner Gragnani, seconded by Council Member Woerther, to accept the Department's recommendation, with the items identified by the Commission to be updated to reflect the recent changes to the Community Garden and the newly acquired six (6) acre tract of land that is located to the west of City Hall.

A roll call vote was taken, with the following results:

Ayes: Commissioner Helfrey, Commissioner Deppeler, Commissioner Gragnani, Commissioner Kohn, Commissioner Beattie, Council Member Woerther, and Chair Archeski

Nays: ~~Commissioner Deppeler and Mayor Bowlin~~ None

Absent: Commissioner Lee, Commissioner Simpson, and Mayor Bowlin

Abstain: None

Whereupon, Chair Archeski declared the motion approved by a vote of 7-0.

#### **IX. New Business – Two (2) Items for Consideration**

- a) **P.Z. 3-19 Gary Wilburn, 6 Orchard Trace Lane, Wildwood, Missouri, 63040**, is seeking the review and action of the Planning and Zoning Commission on the requested installation of an outdoor game court that will be thirty-two (32) feet by twenty-two (22) feet in size, and to be located at 6 Orchard Trace Lane (St. Louis County Locator Number 24U130408); R-1A 22,000 square foot Residence District, with a Planned Residential Development Overlay District (PRD). This request is to be reviewed in accordance with Chapter 415.120 R-1A 22,000 square foot Residence District Regulations of the City of Wildwood Zoning Code, which establishes standards and requirements for outdoor game courts relating to their consideration by the Planning and Zoning Commission. The proposed game court is to be situated to the east of the existing single family residence located on the subject property. The Department will have a recommendation report on this request prepared for consideration at this meeting. **(Ward Eight)**

Director Vujnich read the request into the record.

Planner Newberry provided a slideshow presentation of photographs of the site, while identifying the various characteristics of it, particularly its relatively flat terrain, the existing landscaping, and the proximity of the proposed court to the northern property line. Mr. Newberry outlined the proposed design and location of the court, which is to be placed entirely behind the single family residence for screening purposes. He stated the Department is in receipt of a letter from the Homeowners Association expressing approval of the proposed court. Mr. Newberry stated the Department is recommending approval of this proposal, with the condition that landscaping be added on the northern edge of the court to provide a visual screen and block any projectiles from exiting the property. The Department's recommended approval of this proposal is also conditioned on the Department of Public Works review of the proposed grading plan and installation of impervious surface, as it relates to stormwater.

Discussion was held among Commission Members regarding whether or not the proposed landscaping might be damaged by deer; the height of the proposed landscaping; the Department of Public Work's review of any impact the proposed flatwork might have on stormwater drainage; the notion half-court basketball courts located behind the dwelling is a common use in the neighborhood; and whether or not the neighbor to the north is supportive of the proposal.

Chair Archeski invited the petitioner to address the Commission.



**Gary Wilburn, 6 Orchard Trace Lane**, stated he has contacted the neighbor to the north and they are supportive of the proposed game court. He stated the proposed landscaping will be six (6) feet tall at the time of installation. Mr. Wilburn stated he intends to install a court, with high quality construction specifications.

A motion by Commissioner Helfrey, seconded by Commissioner Beattie, to accept the Department's recommendation, as presented.

A roll call vote was taken, with the following results:

Ayes: Commissioner Helfrey, Commissioner Deppeler, Commissioner Gragnani, Commissioner Kohn, Commissioner Beattie, Council Member Woerther, and Chair Archeski

Nays: ~~Commissioner Deppeler and Mayor Bowlin~~ None

Absent: Commissioner Lee, Commissioner Simpson, and Mayor Bowlin

Abstain: None

Whereupon, Chair Archeski declared the motion approved by a vote of 7-0.

- b) A review and determination whether an additional extension of time should be granted to allow for the submittal of a Site Development Plan (SDP) in association with an approved Conditional Use Permit (CUP) (**P.Z. 10-15 St. Charles Tower**) in the NU Non-Urban Residence District, which was granted by the Planning and Zoning Commission on January 26, 2016. The Planning and Zoning Commission has previously authorized the extension of this required timeframe on three (3) occasions, most recently in October 2018. The timeframe established by the Commission did expire on February 23, 2019. The Commission will be asked whether to grant an extension of time for this requirement in association with this approved Conditional Use Permit (CUP), which authorizes the installation of a one hundred ten (110) foot telecommunications tower facility, upon a two thousand (2,000) square foot lease area, that is part of a larger tract of land (10.6 acres in overall size). This tract of land is generally located northwest of the intersection of Babler Park Drive and Old Eatherton Road (Locator Number 21W310270/Street Addresses: 1400 Babler Park Drive – Lifepointe Church). If the Planning and Zoning Commission is not supportive of the extension, the Department of Planning will seek authorization to initiate the process for the termination of the Conditional Use Permit (CUP). (**Ward Three**)

Planner Newberry read the request into the record.

Director Vujnich provided a brief history of this Conditional Use Permit (CUP) and the Commission's past actions on extensions of the deadline for the submittal of the required Site Development Plan. He stated, with the most recent extension of time granted by the Commission, it went on record to advise the petitioner the Site Development Plan process would need to be completed in a timely manner. Director Vujnich noted that recent conversations and correspondences with the petitioner resulted in similar information regarding no major carrier being interested in the site, despite the petitioner marketing it to them. He stated the petitioner has advised the Department that it can not justify the cost of completing the required Site Development Plan, given a carrier has not been identified. Director Vujnich stated the Commission's past extensions have been appropriate for the reasons outlined in the Department's report; however, that it is now recommending the deadline not be extended for the submittal of the Site Development plan for review and action.

No discussion was held among Commission Members regarding this request.

A motion by Commissioner Helfrey, seconded by Commissioner Deppeler, to accept the Department's recommendation, as presented.

A roll call vote was taken, with the following results:

Ayes: Commissioner Helfrey, Commissioner Deppeler, ~~Commissioner Lee~~, Commissioner Gragnani, Commissioner Kohn, Commissioner Beattie, and Chair Archeski

Nays: ~~Commissioner Deppeler and Mayor Bowlin~~ None

Absent: Commissioner Simpson, ~~Commissioner Lee~~, and Mayor Bowlin

Abstain: Council Member Woerther

Whereupon, Chair Archeski declared the motion approved by a vote of 6-0, with one (1) abstention (Council Member Woerther).

A motion by Commissioner Helfrey, seconded by Commissioner Deppeler, to direct the Department to initiate the process to terminate the subject Conditional Use Permit (CUP).

A roll call vote was taken, with the following results:

Ayes: Commissioner Helfrey, Commissioner Deppeler, ~~Commissioner Lee~~, Commissioner Gragnani, Commissioner Kohn, Commissioner Beattie, and Chair Archeski

Nays: ~~Commissioner Deppeler and Mayor Bowlin~~ None

Absent: Commissioner Simpson, ~~Commissioner Lee~~, and Mayor Bowlin

Abstain: Council Member Woerther

Whereupon, Chair Archeski declared the motion approved by a vote of 6-0, with one (1) abstention (Council Member Woerther).

**X. Site Development Plans-Public Space Plans-Record Plats – No Items for Consideration**

**XI. Other – No Items for Consideration**

**XII. Closing Remarks and Adjournment**

Director Vujnich stated the Department has provided Commission Members with the research it had gathered from the American Planning Association (APA) regarding Commission By-Laws. He stated the Work Session regarding this matter will be scheduled for April 15, 2019.

A motion by Council Member Woerther, seconded by Commissioner Helfrey, to adjourn. A voice vote was held regarding the motion. Hearing no objections, Chair Archeski adjourned the meeting at 7:45 p.m.

Approved by:

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Secretary – City of Wildwood Planning and Zoning Commission

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