



**2015/2016 MASTER PLAN ADVISORY COMMITTEE  
(MPAC)**

**TEN (10) YEAR UPDATE PROCESS**

**RECORD OF PROCEEDINGS**

**TUESDAY, FEBRUARY 2, 2016 - 7:00 P.M. TO 9:00 P.M.**

**City Hall Community Room – 16860 Main Street**

**I. Welcome to Group Members and Opening Remarks by Mayor Woerther and the Department of Planning**

The Committee’s facilitator, Dr. Terry Jones, opened the meeting at 7:00 p.m. and welcomed all in attendance. He then requested a roll call of attendees, which was completed with the following results:

Master Plan Advisory Committee Members present: David Geile, Sam Visintine, Gary Bohn, Harry LeMay, Jane Wright, Larry Feuerstein, Dennis Welker, Ed Kohn, Fran Gragnani, Kevin Liddy, Ron Peasley, Jon Bopp, Rick Archeski, Michele Bauer, Debra Smith McCutchen (Council Member Ward 5), Greg Stine (Council Member Ward 7) (arrived at 7:45 p.m.), and Mayor Woerther.

Staff Members present: City Administrator Ryan Thomas, Director of Planning and Parks Joe Vujnich, and Assistant Director of Planning and Parks Kathy Arnett.

Mayor Woerther and Director Vujnich thanked everyone for their attendance at the meeting. Director Vujnich also thanked everyone for accommodating the change in the meeting schedule.

**II. Review and Action on the Minutes from the January 12, 2016 Meeting**

Dr. Jones questioned if any Committee Members wished to propose changes to the minutes. Hearing no modifications, the minutes were approved.

**III. Public Comment**

None

**IV. Discussion of Topics and Consideration of Information by the Committee**

**a. Overview and Discussion of Public Input Session Comments (1-20-16)**

Director of Planning Vujnich provided an overview of the final public input session, which was held on January 20, 2016. He thanked the Committee Members for their work in moderating the small group sessions and noting the comments made therein. He noted that even though the number of public in attendance was low, the group was an interested and active group of residents. He then reviewed the comments made at the session, noting concerns with stormwater management and rural internet as a couple of the most discussed topics. Finally, he noted the comments made by the public were in keeping

with the direction provided by the draft plan, which therefore, validated the work the Committee has completed to date.

Discussion was then held regarding the following: the most effective way for the Committee to turn the public's concerns into actionable items in the Master Plan; the work the City has done, since its incorporation, on replacing low water bridged; the work done for creek bank stabilization; the management of stormwater concerns through land use decisions, including the lower density of one (1) unit per acre in the Suburban Residential Area, which was set in 2006 and is proposed to be upheld in this plan revision; the steps taken by the Metropolitan St. Louis Sewer District to ensure new development is not harmful to stormwater; the concern with the condition of old detention basins, which were not designed to today's standards; and the issue with creek stabilization needs arising on private property and the City's inability to assist or fix those areas.

b. **Community Services Element of the Master Plan – Policy #8 Re-Occupancy Permits for Existing Single Family Dwellings**

Director Vujnich noted this item had been deferred previously by the Committee for additional information to be gathered. Provided to the Committee, for tonight's discussion, were the following items: a summary table of other municipalities' requirements relative to re-occupancy; the Metro West Fire Protection District's requirements for their re-occupancy process; the information relative to St. Louis County's re-occupancy process; and the lack of a process for both Monarch and Eureka Fire Protection Districts. Director Vujnich then noted that homes in Wildwood average about thirty (30) to forty (40) years old and that a tool to ensure housing stock is maintained to a minimal level is important. This Policy is in the current Master Plan, but has not yet been implemented.

A motion was made by Mayor Woerther, seconded by Committee Member Bopp, to remove the item from being tabled and begin discussion. A voice vote was taken on the motion. Hearing no objections, Dr. Jones declared the motion approved.

Council Member Stine arrived.

Discussion was then held among the Commission Members regarding the following: the level of input/control the City has over the inspection items in the County process; the duplication of services for residents in the Metro West Fire Protection District; the different ways to ensure the City/County inspection could be configured depending upon location in the City and items reviewed by the Fire District; the criteria relative to gravel driveways and accessory structures, which needs closer scrutiny; the desire to ensure life safety through these inspections, but not large impositions on homeowners; the general use of private residential inspections to address Code issues, but the lack of enforcement for correction of maintenance items; the potential for making this item a Goal, instead of a Policy, since many questions need to be answered; the variety of housing stock in Wildwood; the impact of deteriorating housing stock on neighboring properties; the potential for requiring private home inspections, and providing a list of what has to be reviewed; and the existing contract for property maintenance inspections with St. Louis County, which is limited to exterior items.

A motion was made by Committee Member Gragnani, seconded by Committee Member Feuerstein, to change Policy #8 to a Goal and amend the language to ensure the elimination of duplication of services, a focus on safety issues, and the establishment of a Committee that would evaluate this issue.

A motion was made by Committee Member Bohn to call the question.

A voice vote was taken on the motion to call the question. Hearing no objections, Dr. Jones declared the motion approved and the question called.

A voice vote was taken on the motion to modify Policy #8, as stated. Hearing no objections, Dr. Jones declared the motion approved. Department staff noted they would draft the language for this item and present it to the Committee at their next meeting.

c. **Presentation and Discussion of Final Draft of the 2016 Master Plan**

Director Vujnich noted at the last meeting, discussion of the draft plan had concluded on Page 78.

Discussion was then held among the Committee Members regarding Pages 72 and 73, relative to the Long and Short Term Goals and the Action Items. Discussion points included:

- The purpose of Short Term Goal #5. This was intended to be a speaker series, and there was a request to include that in the text;
- The term ‘assets’ and what it includes. This includes items like school district and public space. This list has already been completed;
- The concern with modifying the language of the goals, since they had already been adopted by the City Council and were listed in the Master Plan for reference and background information on why the Economic Development Element was added; and
- The concern regarding the action items, which are not adopted yet, and the possibility they could change, so maybe it would be better to exclude them from the plan.

A motion was made by Committee Member Liddy to add the name of the consultant completing the economic development plan in the explanation of the action items. The motion failed for lack of a second.

A motion was made by Council Member McCutchen, seconded by Committee Member Bohn, to remove the long and short term goals and the action items.

Discussion was then held regarding the following: the helpful information provided by the goals; and the concern with the duplication of the term ‘goal’ within the element.

A voice vote was taken on the motion. Hearing more nays (13) than ayes (4), Dr. Jones declared the motion failed.

A motion was made by Mayor Woerther, seconded by Committee Member Geile, to add the title ‘Economic Development’ to Long Term Goals and Short Term Goals titles. A voice vote was taken on the motion. Hearing more ayes than nays, Dr. Jones declared the motion approved.

A motion was made by Committee Member Bauer, seconded by Council Member McCutchen, to remove the list of action items, but retain the rest of the paragraph above and below.

Discussion was held regarding the timing of the economic development plan, which has yet to be adopted by the City Council. Whatever action items are ultimately adopted as part of this plan, will be part of the Master Plan, because Policy #6 refers to the implementation of the adopted economic development plan.

A voice vote was taken on the motion to remove the list of action items. Hearing more ayes than nays, Dr. Jones declared the motion approved.

Discussion was then held regarding the red text on Page 93 and the desire to change that sentence structure.

A motion was made by Council Member Stine, seconded by Committee Member Archeski, to change the sentence to read as follows, ‘The Master Plan Advisory Committee noted that certain higher density residential developments and isolated commercial projects do exist in locations designated Non-Urban Residential Area in the original Master Plan, as legal non-conforming uses, and **creating these non-conformities** at that time was an appropriate policy that should be continued.’

A voice vote was taken on the motion. Hearing no opposition, Dr. Jones declared the motion approved.

The following non-substantive changes were made to the draft plan by concession and not a vote:

| Plan Section                      | Item/Change  |
|-----------------------------------|--|
|                                   |  |
| <b>Cover</b>                      | Brighten up the photo. Change the caption to ‘Wildwood Community Park’                                       |
|                                   |  |
| <b>Population Description</b>     | Fix number in parenthetical on page 27. Either remove percentage sign or move decimal point.                 |
|                                   |  |
| <b>Element Sections</b>           | Tab the document in some way that makes it easier to discern the different elements.                         |
|                                   |  |
| <b>Community Services Element</b> | Page 47 - Change the end of the 3 <sup>rd</sup> sentence, in the first paragraph, to be clearer on low cost. |
|                                   |  |
| <b>Appendix I</b>                 | Page 97 and 98 – Update Page #s in table on pages 97 and 98  |

**d. Comments and Questions from Committee Members**

City Administrator Thomas explained a letter was included in this meeting’s packet from the Homeowners Association of Lake Chesterfield subdivision regarding their proposal for a watershed cost sharing. Discussion was held regarding the following: the option of installing a second dam; the issue of the lake being private, but if they were made public then opportunities exist for grant assistance and other funding; and the consensus that this is not an issue that should be addressed in the Master Plan.

**V. Next Meeting Date of the Committee – February 24, 2016 – (Wednesday at 7:00 p.m.)**

Director Vujnich noted the Committee would likely finish their work at the next meeting in February, but wanted to select an additional date, just in case another meeting was needed. Consensus was reached on Thursday, March 3, 2016 for an additional meeting, if determined necessary at the conclusion of the February 24<sup>th</sup> meeting.

**VI. Closing Remarks and Adjournment**

A motion was made by Mayor Woerther, seconded by Committee Member LeMay, to adjourn. A voice vote was taken. Hearing no objections, Dr. Jones adjourned the meeting at 9:04 p.m.