

CITY OF WILDWOOD, MISSOURI
RECORD OF PROCEEDINGS

MEETING OF THE PLANNING AND ZONING COMMISSION

CITY HALL, 16860 MAIN STREET, WILDWOOD, MISSOURI

April 6, 2020

The virtual meeting of the Planning and Zoning Commission was called to order by Chair Lee, at 7:00 p.m., on Monday, April 6, 2020, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

I. Welcome to Attendees and Roll Call of Commission Members

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

PRESENT – (9)

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

ABSENT – (1)

Commissioner Simpson

Other City officials present in the City Council Chambers, via the videoconferencing tool Zoom included the Director of Planning and Parks Vujnich, the Assistant Director of Planning and Parks Arnett, 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 16, 2020 Meeting

Commissioner Helfrey identified an error regarding the maker and seconder of the motion to hold open the public hearing for **P.Z. 3-20 City of Wildwood** by noting she was the maker of the motion and Commissioner Gragnani offered the second

A motion was made by Commissioner Deppeler, seconded by Commissioner Helfrey, to approve the minutes from the March 16, 2020 meeting, with the noted correction. A voice vote was taken regarding the motion for approval of the minutes. Hearing no objections, Chair Lee declared the motion approved by a vote of 9-0.

IV. Department of Planning Opening Remarks

Director Vujnich thanked the Commission Members and those attending via the videoconferencing tool Zoom for accommodating this new virtual meeting approach.

Director Vujnich, Assistant Director Arnett, and Planner Newberry provided an overview of tonight's meeting procedures, given the current Covid-19 Coronavirus situation and the new virtual meeting approach.

V. Public Comment Session

No member of the public wished to address the Commission, at this time.

VI. Public Hearings – Three (3) Items for Consideration

- a) **P.Z. 2-20 Matthew and Sandra Witt, 5 Monarch Hill Court, Wildwood, Missouri 63005, c/o Sun Solar (Erica Erwin), 2531 North Patterson Avenue, Springfield, Missouri 65803** – A request for a Conditional Use Permit (CUP), in the NU Non-Urban Residence District (Street Address: 5 Monarch Hill Court /Locator Number: 19X640135) for the installation of ground-mounted solar panels upon this 3.89 parcel of land, which is located on the west side of Monarch Hill Court, north of Wild Horse Creek Road. This request is to be reviewed in accordance with Chapter 415.090 NU Non-Urban 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 proposed solar panels being of a ground-mounted design type. **(Ward One)**

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 the discussion at tonight's public hearings.

Planner Newberry provided a brief slideshow presentation of photographs of the subject site.

Chair Lee invited members of the public to provide comment regarding tonight's public hearing matter.

Council Member Gagnani, Ward One Representative, provided a correction to the Council Ward this matter is located within (Ward One), which was incorrectly identified as Ward Six on tonight's agenda.

Discussion was held among Commission Members regarding the dimensions of the proposed ground-mounted solar array, including its height; the request to provide an exhibit that shows the proposed location of the solar panel on an aerial photograph of the site; whether or not the subject lot is within a subdivision that has applicable indentures, and, if so, the need to get input from its trustees; whether or not there would be tree removal to accommodate the installation of the solar array; and if the existing trees will hinder the energy output of the panels.

Director Vujnich stated the petitioner or a representative is not in attendance at tonight's meeting, but the Commission's comments and questions will be relayed to them for responses, prior to the Department preparing its recommendation report.

A motion by Commissioner Helfrey, seconded by Commissioner Kohn, to close the public hearing on this matter. A voice vote was taken regarding the motion. Hearing no objections, Chair Lee declared the motion approved by a vote of 9-0.

- b) **P.Z. 5-20 Wildwood Family YMCA, c/o Tim Peters, Executive Director, Wildwood Family YMCA, 2641 State Route 109, Wildwood, Missouri 63040** – A request for a change in zoning from the NU Non-Urban Residence District, with an Amended Conditional Use Permit (CUP), to the C-8 Planned Commercial District upon a 9.34 acre tract of land, which is located on the west side of State Route 109, south of New College Avenue (St. Louis County Locator Numbers: 24V410198 and 24V410187/Street Addresses: 2633 and 2641 State Route 109). The subject property is designated 'Cultural Institutional Overlay District' under the current Town Center Regulating Plan. Proposed Use: Maintain the current not-for-profit recreational land use, with associated parking and related accessory activities. **(Ward One)**

Planner Newberry read the request into the record.

Director Vujnich provided a history of the existing zoning of the subject site and the Conditional Use Permit (CUP) that governs it. He described the success and expansion of the Wildwood Family YMCA over the years. Director Vujnich stated the property is now located within the City's Town Center Area, which allows for the zoning district designation on the property to be changed from the NU Non-Urban Residence District to the C-8 Planned Commercial District. This change is the current request of the Wildwood Family YMCA. He noted this request is an appropriate change in zoning, given the property's location in the Town Center and its inclusion within the 'Cultural/Institutional Overlay District' of it. Director Vujnich stated the purpose of tonight's public hearing is to hear comments and questions from Commission Members and members of the public regarding this request.

Chair Lee invited members of the public to provide comment regarding tonight's public hearing matter.

No members of the public wished to address the Commission regarding this matter.

Discussion was held among Commission Members regarding whether or not any trees are planned to be removed in the parking lot area and the setback distances under the current zoning district designation, as they relate to the planned community garden and outdoor classroom expansion.

Chair Lee invited the petitioner to address the Commission.

Tim Peters, Executive Director of the Wildwood Family YMCA, stated the YMCA is currently in early discussions regarding expansions, including its community garden and a state-of-the-art outdoor classroom. He stated the current setback requirements of the NU Non-Urban Residence District cannot be met the current plans, which has led to this request. In response to the question regarding tree removal, Mr. Peters stated no trees are planned to be removed.

A motion by Council Member Woerther, seconded by Commissioner Helfrey, to close the public hearing on this matter. A voice vote was taken regarding the motion. Hearing no objections, Chair Lee declared the motion approved by a vote of 9-0.

- c) **P.Z. 3-20 City of Wildwood Planning and Zoning Commission, c/o Department of Planning, 16860 Main Street, Wildwood, Missouri 63040** – A request to consider the development of new legislation to possibly be included within Chapter 415 (Zoning Ordinance) of the Code of Ordinances of the City of Wildwood relating to properties that are located within the City of Wildwood that present unique histories of use or character, which must be considered needing greater scrutiny and protections due to their environmental legacies, site, soil, and/or physical characteristics, or proximity to a stream, creek, or ephemeral drainageways that ultimately presents a higher than acceptable risk to the public, if they are to be disturbed, developed, and placed into active use. Such situations necessitate the need for the consideration of a new Special Procedures Overlay District, with associated regulations, that provides a minimum level of protections to all parties that are assessed as necessary, while ensuring a thorough and complete review and comment period for the community. **(Wards – All)**

Planner Newberry read the request into the record.

Director Vujnich stated this hearing was held open at the Commission's March 16, 2020 meeting in order to allow for additional comments or suggestions from members of the public. He stated the Department has not received any additional input in this regard.

Chair Lee invited members of the public to provide comment regarding tonight's public hearing matter.

No members of the public wished to address the Commission regarding this matter.

No discussion was held among Commission Members regarding this matter.

A motion by Mayor Bowlin, seconded by Commissioner Beattie, to close the public hearing on this matter. A voice vote was taken regarding the motion. Hearing no objections, Chair Lee declared the motion approved by a vote of 9-0.

VII. Old Business – One (1) Items for Consideration

- a) **P.Z 11-19 City of Wildwood Planning and Zoning Commission c/o Department of Planning, 16860 Main Street, Wildwood, Missouri 63040** – A request to review Section 415.030 Definitions, Section 415.400 Sign Regulations – General, Section 415.410 Sign Regulations for "FP", "PS", "NU", and all "R" Districts, Section 415.420 Sign Regulations for all "C" and "M" Districts, Section 415.430 Subdivision Information Signs, and Section 415.440 Temporary Signs, specifically for the purposes of considering possible changes to certain existing regulations to address comments and concerns from members of the public regarding their timeliness and applicability, and to review recent relevant legal developments regarding the same. **(Wards – All)**

Planner Newberry read the request into the record.

Director Vujnich provided the history of the Commission's review of this item, which has been ongoing for nearly the past year. He stated the Draft Letter of Recommendation was initially presented to the Planning

and Zoning Commission at its March 16, 2020 meeting, which resulted in two (2) requested additions. Director Vujnich summarized and described the Department's approach to these two (2) additions. Director Vujnich stated that, with these additions being included, the Department is presenting the draft Letter of Recommendation regarding the review and changes to the City's Sign Regulations for final action.

Discussion was held among Commission Members regarding the process of the Commission's review of sites requesting multiple, temporary banners and ensuring a benefit to the community in these instances.

A motion by Commissioner Helfrey, seconded by Commissioner Gragnani, to approve the draft Letter of Recommendation, as presented.

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

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

Nays: None

Absent: Commissioner Simpson

Abstain: Mayor Bowlin

Chair Lee declared the motion approved by a vote of 8-0, with one (1) abstention (Bowlin).

VIII. New Business – No Items for Consideration

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

X. Other – No Items for Consideration

XI. Closing Remarks and Adjournment

A motion by Mayor Bowlin, seconded by Commissioner Beattie, to adjourn. A voice vote was held regarding the motion. Hearing no objections, Chair Lee adjourned the meeting at 8:08 p.m.

Approved by:

Vicki Helfrey
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.