

**City of Wildwood, Missouri**  
**Record of Proceedings**



**Town Center Update Team Meeting**

Tuesday, June 9, 2020

Wildwood City Hall, 16860 Main Street, Wildwood, Missouri 63040

**Meeting #17 Minutes**

The Town Center Update Team meeting was called to order by Chair Loyal, at 6:33 p.m., on Tuesday, June 9, 2020, via ‘Zoom Webinar Platform’ and broadcast on the City of Wildwood’s YouTube Channel, from Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

**I. Welcome and Opening Remarks by Chair Loyal and Pledge of Allegiance**

Chair Loyal welcomed the Team Members and thanked them for their attendance at tonight’s meeting, then he led the attendees in the Pledge of Allegiance. He noted Dr. Jones had suffered a fractured arm and wished him a speedy recovery, then began the meeting’s discussions.

**II. Review and Action on Draft Minutes from March 10, 2020 Team Meeting**

With Chair Loyal continuing to conduct the meeting, he questioned if there were any changes or comments the Team Members had regarding the minutes from the 3/10/2020 Meeting. Team Member Broyles made a motion to approve them, as prepared, which was seconded by Team Member Sedlak. Hearing no discussion, Chair Loyal declared these Meeting Minutes approved via voice vote [15/0].

Chair Loyal then requested Senior Planner Gaston take Roll Call, which attendance was noted as follows:

Present Team Members: Curtis, Rowton, Lux, Edwards, Weiss, Risdall, Marion, Broyles, Hood, Loyal, Sedlak, Kohn, Helfrey, Lee, and Hoffmann *[attended at 6:59]*, and Council Member McCutchen.

Absent: Team Member Brewer, Council Member Stephens, and Dr. Jones.

Staff in attendance: Director of Planning Vujnich, Senior Planner Gaston, and Assistant Director of Planning Arnett, moderating the meeting for ZOOM.

**III. Public Comments and Input Led by Moderator** (Dr. Jones - Chair Loyal)

Chair Loyal opened the floor to the audience for any public comment, which included the following speakers:

**Name:** John Madlinger

**Address:** 16936 Rodgers Avenue

**Statements:** He is a Wildwood resident and owner of property that he has tried to sell. Although said property is now considered by TCUT as Neighborhood Edge Transition District, it is still not a significant enough density to acquire a buyer. He simply wants to the Team to please reconsider Neighborhood Edge District, at a minimum. He noted issues with the property, such as topography, stormwater, proximity to higher-density developments, and design constraints associated with the block-and-grid system and a cul-de-sac layout. The 20+ acres is more in line with, at a minimum, the Neighborhood Edge District.

Chair Loyal and Director Vujnich clarified that, prior to TCUT's creation, the property was zoned NU Non-Urban Residence District [i.e. 3-acre density]; therefore, any new areas brought into Town Center relative to its boundary would be a transition district. Further, Team Member Lee provided a concise explanation of the Team's rationale for a transition district and criteria of a Planned Residential Development Overlay District [PRD] – the transition is intended to avoid 'bulldozing' property for development, while increasing density slightly from 1-unit-per-3-acres to 2-units-per-3-acres; however, Mr. Madlinger is requesting 1-unit-per-0.75-acres. He would prefer to remain in Town Center as the NET District, rather than the Team reconsidering returning this area to the Non-Urban Residential Area of the Master Plan.

#### **IV. Explanation of Meeting Materials by Department of Planning and Parks**

Director Vujnich provided a brief explanation of the items in the packet, as they relate to the discussion on tonight's agenda, which includes a number of items the Team may have received in several other packets. However, given the 3-month hiatus of the Team meeting on a regular basis, inclusion of the same was intentional to help the membership get back on track, with three (3) specific items being pertinent to tonight's discussion.

Concluding with the last meeting of the Team in March, discussion ended with the Neighborhood General District of the updated Town Center Development Manual's **Neighborhood Design Standards**. There are several other districts to review this evening, as well as the 5<sup>th</sup>, and final, major component of the Team's review process, **Architectural Guidelines**. Integral to this discussion would be input from Team Member Hoffmann, who is on the Architectural Review Board, which had recently reviewed and updated the Guidelines. Lastly, reprioritizing the **Town Center Street Projects Matrix**, given two (2) of the identified top seven (7) priority streets are completed, is needed.

#### **V. Continued Discussion Review & Discussion of Town Center Plan's Neighborhood Design Standards (4<sup>th</sup> Major Component)**

Director Vujnich noted the Team had gotten through review of Downtown and Workplace Districts and began on Neighborhood General. With conclusion of the March meeting, there was discussion about recessing garage doors from the front of the dwelling [*note: 15-foot distance was added to the NG District*], the repetitive references to sideyard setback distances, and consideration of setting a standard setback in lieu of a range in distances. He noted this district is the most flexible of all of them defined in the Development Manual.

Team Member Curtis asked for clarification regarding Council Member Stephen's items, as noted on the agenda. Director Vujnich's opinion of CM Stephen's concerns related to apartment buildings should not be allowed to exceed heights of surrounding infrastructure that do not exhibit the same; side and rear setbacks – his preference being a standardized distance in lieu of a range; and stormwater basins, which meet the Clean Water Act regulations receiving credit towards Public Space Requirements, should be prohibited from such credit and not be permitted to be located in the City's dedicated public space areas.

Referring to the Regulating Plan Map of the Town Center, Team Member Helfrey mentioned there was very little land area that remains undeveloped in the Neighborhood General District, that being along Eatherton Road. Given this circumstance, and that it is the most flexible district in terms of use, she requested the Team consider other areas to be amended to it. Director Vujnich agreed, noting the Slavic Tract [west of State Route 109] and two (2) small isolated areas near Manchester and Eatherton Roads are all that exist as undeveloped.

Returning to the setback distances, Team Member Helfrey requested clarification from Director Vujnich on the minimum necessary. He noted the minimum distance was based upon fire code requirements [i.e. minimum distance between structures, being ten (10) feet], yet the total distance could allow for different side-yard dimensions from one (1) lot to another. For instance, a six (6) foot setback from a side property line, with a nine (9) foot distance on the other side of the same boundary, would provide a total separation of fifteen (15) feet. Thus, a range of setback distances creates variety and character, essential to New Urbanism. He also mentioned the inconsistency in references of side setbacks being listed twice [i.e. houses and cottages/houses] would be corrected. Team Member Helfrey suggested a spreadsheet be prepared by the Department that would outline all districts and corresponding lot sizes, building types, setback distance requirements, etc., which Director Vujnich agreed it could be provided to the Team.

**A motion was made by Council Member McCutchen for side-yard setback distances be a minimum of six (6) feet, versus five (5) feet, with a total of fifteen (15) feet. The motion was seconded by Team Member Broyles.** It was questioned if setbacks had been discussed, since the inception of the Town Center by Team Member Sedlak, which Director Vujnich noted they have remained the same from the original plan and through its ten (10) year update. Team Member Hood stated that one (1) foot of difference would not be visibly apparent and Team Member Hoffmann noted that a standardized setback would center all dwellings on each lot, thus reducing the desired variability, as mentioned by Director Vujnich.

Chair Loyal requested a roll call vote, which was taken with the following results:

Ayes – Team Member Broyles and Council Member McCutchen.

Nays – Team Members Curtis, Rowton, Lux, Edwards, Weiss, Risdall, Marion, Hood, Loyal, Sedlak, Kohn, Helfrey, Lee, and Hoffmann.

The motion failed [2/14].

Team Member Broyles returned to the topic of stormwater basins relative to Public Space Requirements. Director Vujnich explained these requirements, which were passed in 2006 and based upon parking associated with a proposed project, designated to be true usable public space to the City, versus common ground that may exceed a slope greater than 30%, detention/retention basins, or privately-held dedications. What was found in application of the requirements, once lots, right-of-way, utilities were accounted for, there was little else remaining to make a project feasible; therefore, an allowance was made to allow such basins, contingent upon improved stormwater aesthetics and landscaping of them. She also questioned the number of apartments complexes in the City and heights of them. Director Vujnich noted height is measured at street grade [i.e. front façade] and there were only two (2) and located in the Neighborhood General District: Reflections [formerly Pine Tree], part of the Westglen Farms Subdivision, are 2-to-3 stories with surface parking and carports, while Carriage Crossing, part of the Harbors of Lake Chesterfield, are upwards of five (5) stories with basement-accessed garage. Both of which were approved by St. Louis County, prior to the City's incorporation. In addition to the Neighborhood General District, apartments are allowed in the Cultural/Institutional Overlay District, up to a height of sixty (60) feet or five (5) stories, consistent with The Prime development, recently approved by the City Council.

Team Member Rowton requested detached garages be discussed with regard to the allowance of a second-floor living space and possibly eliminate this option. Director Vujnich noted the Neighborhood General District allows what is referred to as a mother-in-law flat; however, there are currently no instances of these in the Town Center, yet there are many that exist in the Non-Urban Residence District. He further explained these types of buildings are permitted, as stated per the district's design standards as follows: *Individual garages and outbuildings associated with single-family houses may not have footprints that exceed 650-square feet. Residential lots may include a secondary residential unit (not to exceed 650-square feet) over the garage or in a detached accessory structure.* These building types are also referenced within the Building and Façade Standards Sections, as well. Team Member Helfrey suggested it remain, as is, given only a few parcels of ground exist in the Town Center that allow such; Team Member Hood disagreed. Team Member Lee noted they would undergo in-depth design scrutiny, as a proposed project would be processed through Planning and Zoning Commission, thus resolving any concerns of these type of units, inclusive of associated parking. Team Member Marion agreed they would be similar to Bed & Breakfast establishments, which are also allowed, and was supported by Team Member Hoffmann, who noted it could be a separate home office, hobby space, etc., to the principle residence, not necessarily rented.

Moving on to the Neighborhood Edge District, Director Vujnich gave a brief overview of this last, true, and most-applied residential district, which is characteristic of detached single-family dwellings on individual lots - Villages at Brightleaf, Main Street Crossing, Wildwood Trails, and Manors at the Meadows of Cherry Hills Subdivisions, just to name a few. There are others that exhibit the same characteristics, which pre-exist the City, yet are of a much higher density. Notably, Director Vujnich explained there is also another use allowed in this district, but via Conditional Use Permit that has raised questions: neighborhood grocery and prepared food

service stores, up to 3,000-square feet in size. This conditional use was premised upon a corner neighborhood grocery shop, for which the intent of this use was noted as very convenient to the surrounding residential area by Team Member Marion. Team Member Helfrey noted this use was missing from the Land Use Activities Chart, which Director Vujnich would be corrected.

**A motion was made by Team Member Marion to retain grocery and food service stores, as a conditional use, and reflect same on the Land Use Activities Chart, for consistency between the it and the manual, for the Neighborhood Edge District. The motion was seconded by Team Member Helfrey.** Chair Loyal requested a voice vote, which was taken with the following results:

Ayes – Team Member Curtis, Rowton, Lux, Edwards, Weiss, Risdall, Marion, Broyles, Hood, Loyal, Sedlak, Kohn, Helfrey, Lee, and Hoffmann and Council Member McCutchen.

Nays – None.

The motion passed [16/0].

Moving on to the Neighborhood Edge Transition District, Director Vujnich mentioned a great deal of time was spent reviewing it by the Team upon its creation in Fall 2019, when it was recommended to become part of the Town Center. This section’s design would match that of the others, upon a complete and detailed list of modifications to the overall manual by the consultant, who prepared the update prior to this district being included in it.

The Cultural/Institutional Overlay and Pond Historic Districts remain to be reviewed, the first of which is a hybrid district, given it came after the original Town Center Plan, based upon unanticipated trends of development happening in the area. Today, there are now three (3) distinct areas that are inclusive of the C/I District that exist and noted, as follows:

- St. Louis Community College – Wildwood Campus, the Wildwood Family YMCA, and Meadows of Wildwood [age-restricted residential subdivision], two (2) churches and Pond Elementary School, are all located to the southwest of State Route 109 and Manchester Road, including the C-8 Planned Commercial lots, being Wildwood Square and the very corner lot of said intersection [formerly, proposed for a CVS Pharmacy].
- Metro West Fire Protection District is situated at the northeast corner of State Route 109 and Manchester Road.
- Wildwood City Hall property, at the terminus of Main Street west of its Taylor Road intersection, now also includes the two (2) City-owned parcels of ground to the west of it, which this 6-acre area, recently added to the C/I District, is for a planned Village Green.

While the community college was a permitted use in the NU District, the YMCA required a Conditional Use Permit in this same zoning designation. Most recently, the City Council considered the rezoning of the YMCA at last night’s meeting to C-8 Planned Commercial District, with the intent for expansion of its facilities and such zoning is more consistent with

the Town Center. The expansion is for its community garden and other outdoor activities, given the Non-Urban Residence District setback distances limited use due to the property being bound on three (3) sides by street frontages [i.e. State Route 109, New College Avenue, and Generations Drive].

Per Team Member Helfrey, Council Member McCutchen, and Team Member Sedlak's questions regarding limited availability of land in the C/I District, the basis for creation of the Pond Historic District, and potential dormitory &/or apartment housing for the college, respectively, Director Vujnich responded to all as follows: the remaining acreage in the C/I District is only approximately twenty (20) acres; therefore, any new residential proposals [i.e. multi-family housing is permitted, while single-family is conditional] would necessitate a Planned Residential Development Overlay District and, if not appropriate in this location, it would not be supported by the Department. In essence, what is there sets the tone for what is to come. The apartment complex [ERC, Inc.] proposal is being presented for Public Hearing before the Planning and Zoning Commission on June 15<sup>th</sup>, which it will need to complement the built environment in terms of existing uses, character, topographic concerns, and height requirements, while coordinating necessary improvements amongst them, so as to provide a cohesive area in terms of architecture, infrastructure, and building placement.

Continuing, Director Vujnich states there were many commercial properties that pre-dated the City in the Pond Historic District – it being the most unique district of all. If these properties were not included in the Town Center Area, the existing uses there would become non-conformities. The Pond Historic District also has an additional layer of review for any new proposals, which is the City's Historic Preservation Commission, thereby ensuring the historic element of the area is not lost in the process. In closing of discussion on these last districts, no further changes were recommended.

Given the time, Chair Loyal stated the remainder of the agenda would be tabled until the next meeting in July.

**VI. Introduction of Town Center Architectural Guidelines (5<sup>th</sup> and Final, Major Component)**  
– not discussed at this time.

**VII. Discussion of Reprioritizing Street Projects Matrix, Specifically Regarding Generations Drive** – not discussed at this time.

**VIII. Questions/Comments from Team Members about Information Provided to Date**

Team Member Broyles again requested the Architectural Guidelines and reprioritizing the Street Projects Matrix be reviewed at the July meeting, which Chair Loyal confirmed.

Team Member Hood mentioned she had initially noted to Director Vujnich at her last meeting that she would not be available; however, she is happy to report she will continue, until the Team has addressed its duties.

**IX. Final Public Comments and Input Led by Moderator (Dr. Jones - Chair Loyal) - None**

**X. Other Items**

As typically provided in the packet, the chart representing discussion and the formal actions taken by the Team, to date, and the timeline of meetings, which can be added to as necessary for the Team to complete its tasks, were both updated.

The Land Use Activities Chart, which the Team finalized in February, was reformatted and included in the packet information. However, there was comment that, in the editing, certain P/C uses were omitted, so it will be reviewed again for accuracy.

Lastly, as part of the Team's update summary, a response from the Lochmueller Group's street analysis was provided regarding the timing of the study relative to the St. Louis Community College's Wildwood Campus being in session and the street counts associated with State Route 109, New College Avenue, and Generations Drive.

**XI. Next Meeting Date – July 14, 2020 (Tuesday)**

Chair Loyal asked the Department and the Team if there was a preference to hold the next meeting, scheduled for 7/14/2020, via Zoom or in person at City Hall. The majority agreed to have it at City Hall, yet anyone not feeling comfortable, could still participate via the webinar platform.

**XII. Closing Remarks and Adjournment by Chair Loyal**

There being no further business to conduct, Team Member Hood motioned to adjourn, which was seconded by Team Member Helfrey. Upon a voice vote [16/0], Chair Loyal declared the meeting adjourned at 8:34 p.m.