

CITY OF WILDWOOD  
RECORD OF PROCEEDINGS

MEETING OF THE PLANNING AND ZONING COMMISSION  
CITY HALL, 16860 MAIN STREET, WILDWOOD, MISSOURI  
JULY 7, 2014

The Planning and Zoning Commission meeting was called to order by Chair Bopp, at 7:30 p.m., on Monday, July 7, 2014, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

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

Chair Bopp requested a roll call be taken. The roll call was taken, with the following results:

PRESENT – (10)

ABSENT – (0)

Chair Bopp  
Commissioner Archeski  
Commissioner Bauer  
Commissioner Gagnani  
Commissioner Lee  
Commissioner Manton  
Commissioner Peasley  
Commissioner Renner  
Council Member Sewell  
Mayor Woerther

Other City Officials present: Director of Planning Vujnich, City Attorney Golterman, and Planner Weiss.

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

**III. Approval of Minutes from the Meeting of June 16, 2014**

A motion was made by Commissioner Peasley, seconded by Commissioner Archeski, to approve the minutes from the June 16, 2014 meeting. A voice vote was taken regarding the motion for approval of the minutes. Hearing no objections, Chair Bopp declared the motion approved.

**IV. Department of Planning Opening Remarks**

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

- a.) The City received input from a public outreach effort on a preliminary design for needed upgrades to the **Al Foster Memorial Trailhead**. The major components of this planned upgrade include the following:
- The parking lot area is relocated to the south part of the overall property and increased in size to meet current and projected demand that exists relative to the surrounding trail network and public spaces.
  - The existing parking lot area is to be removed and restored to a lawn area for use.
  - The new trailhead facility will have a shade structure.
  - The new trailhead facility will be served by a permanent restroom facility.
  - The design of the facility includes the utilization of many of the existing lawn areas for informal play.
  - The plan will include a generous landscaping effort to add character and improve aesthetics.

This plan and design components have been reviewed by the Planning/Economic Development/Parks Committee, the City Council, and the City's partners in this project (Great Rivers Greenway, St. Louis County, and the Missouri Department of Natural Resources). Thus, the Department of Planning and Parks would like to present this plan to the community at a public meeting to be held before the Planning and Zoning Commission to obtain input from the residents and others in this regard. **(Ward Six)**

Planner Weiss read the request into the record.

Director of Planning and Parks Vujnich gave a brief overview of the considerations the City had developed, through its City Council, to plan and design the improvements for the Al Foster Memorial Trailhead. He noted the City Council Committee on parks matters directed the Department of Planning and Parks to create a process for the eventual improvement of the trailhead area and its plan for completion. Director Vujnich noted a Preliminary Site Development Plan of the planned upgrades was created by Ken Keitel, with terraspec, and presented the community, after a public outreach effort had been concluded. Following this action, Director Vujnich noted, the Department is currently on *Step #7* of the City Council's process, as noted in the memorandum, and the intent of tonight's meeting is receive input, suggestions, and comments on the first review of the proposed Site Development Plan from the community.

Director Vujnich went on to summarize the components of the planned upgrades and concluded by reiterating the intent of tonight's meeting is to bring as many people together that use or reside near the trailhead to present the planned upgrades to this facility and receive their feedback, so the plan can be finalized. He noted the Department is available to answer any questions or comments the Commission may have on this item.

Discussion was held among Commission Members regarding the following items: questions pertaining to landscaping and the installation of burning bushes; if an overflow area will be created to avoid parking on the lawn areas; the belief the 'softball/soccer field' should be kept at non-regulation size in order to avoid organizations from using it for formal games; if backstops or other sporting-related accessories will be provided; if the restroom facility will be elevated due to the floodplain; how many parking spaces are currently provided at Glencoe City Park; and if the parking lot will use permeable surfaces.

Bill Erdel, 309 Jefferson Avenue, stated Glencoe is a designated historic district and the residents would like the following four (4) things to be considered regarding this area: maintain green space; maintain peace and quiet, since it is a residential area; provide low-impact parking; and be mindful of the historic aspect of the area. Mr. Erdel went on to note he has concerns with the following: organized sporting events taking place on the proposed fields; tree removal; the size of the shelter/pavilion being too large; and the amount of existing signage.

Mike Lorance, 17238 Hilltop Ridge, noted he is on the Board of the WF&P Railroad that operates in the vicinity of the Al Foster Memorial Trailhead and that improvements to this area should be sensitive to the residents of the area. He added that parking can be a problem, with the shared activities of the trailhead, and the size of the proposed parking area should be increased.

Joyce Merrill, 1830 Chimney Top Farms Road, stated her concerns with the development of the parking area at Packwood Park due to the narrow nature and condition of Old State Road. She inquired with regards to how this facility is being funded.

Gerard Faust, 4151 Alt Road, noted he is a frequent user of the Al Foster Memorial Trail and believes its current condition and facilities are adequate and the City should use as little of its funds as possible in upgrading it.

A motion was made by Commissioner Peasley, seconded by Commissioner Lee, to close the public hearing. A voice vote was taken regarding the motion. Hearing no objections, Chair Bopp declared the motion approved.

## **VI. Old Business - One (1) Item for Consideration**

### **Information Report – One (1) Item for Consideration**

- a.) **P.Z. 2-14 City of Wildwood Planning and Zoning Commission c/o Department of Planning and Parks, 16860 Main Street, Wildwood, Missouri 63040** – A review and determination of whether the current regulations of the City of Wildwood Zoning Ordinance (Chapter 415 of the City of Wildwood Municipal Code) that govern the permitting, construction, and installation of Ground-Mounted Solar Panel Arrays in all of its “R” Residence District zoning designations (Chapter 415 – Sections 110 through 160), including Chapter 415.090 NU Non-Urban Residence District, are sufficient to protect the public’s health, safety, and welfare. The intent of this review is to consider if additional regulations are needed for these types of structures. **(Wards - All)**

Planner Weiss read the request into the record.

Director of Planning Vujnich reviewed the background relating to this request and noted that, at the Commission’s March 17, 2014 meeting, the Department identified issues relating to the impacts that a particular ground-mounted solar panel array has had on a neighboring property. Following this discussion, the Commission determined that it should move forward with a review of this matter due to the greater impacts these types of structures can have than typical accessory types.

Director Vujnich noted the Department also believes that both ground and roof-mounted types of solar panel arrays can have greater impacts to surrounding properties than typical accessory structures, when placed in residential settings. With the direction from the Commission, the Department believes the need for greater oversight and control by the City is needed to ensure the impacts are minimized to the site itself and those homesites that have view lines to them. He added the Department believes this additional, and more detailed, review needs to be tiered to address the impacts caused by the different types of mountings associated with them.

To this end, Director Vujnich noted the Department is recommending all ground-mounted types of solar panels and roof-mounted solar panel arrays to be placed on the front and/or side of the house, facing or visible from any street, regardless of overall size, are to be reviewed and considered by the City through the Zoning Ordinance’s existing Conditional Use Permit (CUP) process. In terms of certain roof-mounted types of arrays, the Department believes a second tier of review requirements should be used. This second tier of review would include those arrays placed on rooftops of residential units that are not visible from the roadway and on the rear and/or side of them and would be subject to the City’s standard zoning authorization review, as an accessory structure to the principle use. Director of Planning Vujnich went on to note, as part of this tier of review, as an accessory structure, the Department believes the current references to solar panel arrays in the Zoning Ordinance would need to be modified in all residential zoning districts to allow only roof-mounted types that are not visible from any street to be authorized, but with the following requirements:

- The support rack and framing that is to be installed by flush mounted on the roof of the dwelling, in association with the solar panel arrays, match the color of the shingles or other roofing materials, as closely as possible.
- The capping of the solar panel arrays that are used in the support rack and framing be a dark color.

- The trustees of the applicable Homeowners Association provide written approval associated with their review and consideration of the solar panel array installation.
- The removal of woodlands to accommodate access the sun be minimized and comply with all City codes in this regard.

Director of Planning Vujnich concluded by reiterating the Department of Planning is recommending the residential zoning districts, including the NU Non-Urban Residence District, be modified to address the installation of solar panel arrays in these areas. He noted the Department believes these changes will address the impacts these solar panel arrays create in areas by allowing the Planning and Zoning Commission to participate in their reviews. Director Vujnich stated after a motion, and a second, on the Department's recommendation, he would be available to answer any questions the Commission may have on this report.

A motion was made by Mayor Woerther, seconded by Commissioner Renner, to approve the recommendation.

Discussion was held among Commission Members regarding the following items: if these regulations would apply in the Town Center Area of the City; the belief the panels without the silver paneling will blend better with dark roofs; the belief that, if a property owner has a metal roof, a panel color should match it; the belief this issue has been difficult for trustees to handle without such regulations; at what point ground-mounted solar panel arrays become more of a commercial enterprise than that to benefit the individual household; and the belief these regulations, if adopted by City Council, should be provided to each of the Homeowners Associations located within the City.

Mayor Woerther amended his original motion to include wording relating to the capping of the solar panel arrays that are used in the support rack and framing be a dark color or match the existing roof and also added that wording be added to clarify that all ground-mounted and roof-mounted types, require a Conditional Use Permit (CUP), if they are visible from an adjoining or adjacent street. Commissioner Renner seconded the amended motion.

Chair Bopp called the question on the motion, as amended.

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

Ayes: Commissioner Archeski, Commissioner Bauer, Commissioner Gragnani, Commissioner Lee, Commissioner Manton, Commissioner Peasley, Commissioner Renner, Council Member Sewell, Mayor Woerther, and Chair Bopp.

Nays: None

Absent: None

Abstain: None

Whereupon, Chair Bopp declared the motion approved by a vote of 10 to 0.

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

- a.) A response to a communication dated June 13, 2014, from Jerry Duepner, petitioner's representative, for the **withdrawal, without prejudice**, of **P.Z. 12 and 13-14 Blum Farm Estates, c/o Jerry Duepner, Payne Family Homes L.L.C., 10407 Baur Boulevard, Suite B, St. Louis, Missouri 63132** – a request for a change in zoning from the NU Non-Urban Residence District to the R-1 One Acre Residence District, with the application of a Planned Residential Development Overlay District (PRD), for this same forty-two (42) acre tract of land, which is located on the east side of State Route 109, north of Garden Valley Drive. (Locator Numbers 21V410012, 21V130026, 21W340091, 21W340062, and 21W340109/Street Addresses: 17801

and 17820 Blum Farm Road and 1130, 1140, and 1136 Highway 109). **Proposed Use: Thirty-eight (38) single-family dwellings, with common ground, and required public space areas. (Ward Three)**

Planner Weiss read the request into the record.

Director of Planning Vujnich reviewed that, following the public hearing conducted by the Planning and Zoning Commission on this matter on May 19, 2014, the Department received a letter from Payne Family Homes that requested their current proposal for thirty-eight (38) homes on a forty-two (42) acre tract of land be withdrawn, without prejudice. He added the request from Payne Family Homes would formally end the consideration of these requests and preserve the current land use category of the properties of the Master Plan, as well as their existing zoning district designation (NU Non-Urban Residence District). Director Vujnich also noted the withdrawal, without prejudice, would allow the petitioner to seek a Planned Residential Development Overlay District in the future and not have to wait the mandatory one (1) year period of time. Director Vujnich concluded the Department believes the request for withdrawal, without prejudice, is reasonable in this case, since such would preserve the petitioner's right to utilize this City's special procedure permit process (PRD – Planned Residential Development Overlay District) in the future, with the current NU Non-Urban Residence District zoning in place. Therefore, Director Vujnich stated, based upon the submitted letter from Payne Family Homes, the Department of Planning is requesting an action on the part of the Planning and Zoning Commission regarding this request for withdrawal, without prejudice.

Mayor Woerther made a motion to approve the withdrawal, without prejudice, as requested by Payne Family Homes and as recommended by the Department of Planning. Commissioner Gagnani seconded the motion.

Chair Bopp called the question.

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

Ayes: Commissioner Archeski, Commissioner Bauer, Commissioner Gagnani, Commissioner Lee, Commissioner Manton, Commissioner Peasley, Commissioner Renner, Council Member Sewell, Mayor Woerther, and Chair Bopp.

Nays: None

Absent: None

Abstain: None

Whereupon, Chair Bopp declared the motion approved by a vote of 10 to 0.

- b.) A response to a communication from George M. Stock, c/o Stock and Associates, 257 Chesterfield Business Parkway, Chesterfield, Missouri, 63005, which requests a fifth extension of time for the submittal and approval of the Record Plat for **Eatherton Road Corporate Park**. This request pertains to a proposed industrial subdivision located in the M-3 Planned Industrial District and the FPM-3 Floodplain Planned Industrial District (St. Louis County Ordinance #6004; P.C. 33-71 Fruin-Colnon Corporation); west side of Eatherton Road, north of Centaur Road; a fifty-two (52) acre tract of land, consisting of twenty (20) lots, ranging from 1.32 acres to 5.22 acres in size. This extension would be for a twelve (12) month timeframe, if granted. **(Ward One)**

Director of Planning Vujnich read the request into the record.

Planner Weiss gave an overview of the request, the background associated with the property, and then described its physical characteristics. She went on to note the original Preliminary Plat for this subdivision was approved in April 2009 and was re-approved each year for three (3) years by the Department and

then by the Commission in 2013. She noted that, with the fifth extension being sought, the Department believed it was again appropriate to present the Preliminary Plat/Record Plat to the Commission for re-approval. She added the Department is supporting this extension due to the plat's compliance to the City's Master Plan and the issues between the owner, Chesterfield-Monarch Levee District, the Metropolitan St. Louis Sewer District, and the Missouri American Water Company have generally been resolved. Planner Weiss concluded by stating the Department is recommending the plat be re-approved for an additional twelve (12) months, since it continues to comply with the Zoning Ordinance and Subdivision and Development Regulations of the City.

Mayor Woerther made a motion to approve the recommendation to re-approve the plat, which was seconded by Commissioner Archeski.

Director Vujnich added the developer of each of the twenty (20) lots will be required to receive Site Development Plan approval from the Commission, before any building, structure, or improvmetn could begin on any of the twenty (20) lots.

Chair Bopp called the question.

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

Ayes: Commissioner Archeski, Commissioner Bauer, Commissioner Gragnani, Commissioner Lee, Commissioner Manton, Commissioner Peasley, Commissioner Renner, Council Member Sewell, Mayor Woerther, and Chair Bopp.

Nays: None

Absent: None

Abstain: None

Whereupon, Chair Bopp declared the motion approved by a vote of 10 to 0.

#### **VIII. Site Development Plans-Public Space Plans-Record Plats – One (1) Item for Consideration**

- a.) A recommendation regarding an Amended Site Development Plan for the **Phase One Area of the Community Park**, which reflect changes that have been approved by the City Council to address cost considerations with the original design; PS Park and Scenic District; north side of State Route 100, just west of State Route 109; which supports these revisions, which will remain consistent with the public input previously received upon this project and associated components. **(Ward One)**

Planner Weiss read the request into the record.

Director of Planning Vujnich reviewed the background relating to the City's planning process with regards to its community park property. He noted that, after the City's public engagement initiative, a Concept Plan was completed and adopted, which included cost estimates for the park's development in planned phases. Director Vujnich noted the City Council and the Planning and Zoning Commission adopted the Concept Plan and allocation of funding was approved by the City Council for the development of construction drawings and bid specifications for Phase One of the park site. He then added the bidding was completed in December 2013 on the plans and specifications, as approved by the City's boards, commissions, and elected officials, but did not lead to the development of Phase One due to cost – in which the low bid was over seven hundred thousand dollars (\$700,000.00) more than budgeted by the City.

Director Vujnich went on to note that, with the aforementioned situation regarding the budget, the City Council directed staff and the consultant to revise the plans and specifications, so as the project would meet the budgeted amount. Thus, he described the fourteen (14) changes that have been approved to the original

plan and noted the Department is recommending they be approved by the Commission.

A motion was made by Mayor Woerther, seconded by Council Member Sewell, to approve the Amended Site Development Plan.

Discussion was held among Commission Members regarding the following items: the disposition of the salt storage facility; rules and regulations pertaining to the dog park; if the pavilion could be added onto at a later date; and if removing certain components of the project would be better than lessening the quality of certain materials.

Chair Bopp called the question.

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

Ayes: Commissioner Archeski, Commissioner Bauer, Commissioner Gragnani, Commissioner Lee, Commissioner Manton, Commissioner Peasley, Commissioner Renner, Council Member Sewell, Mayor Woerther, and Chair Bopp.

Nays: None

Absent: None

Abstain: None

Whereupon, Chair Bopp declared the motion approved by a vote of 10 to 0.

#### **IX. Other**

- a.) A request for the Planning and Zoning Commission's authorization to submit the attached draft letter to the Missouri Department of Transportation (MoDOT) regarding access requirements onto State Route 109 for the proposed Wildwood Trail Subdivision **(P.Z. 3, 4, 5, and 6-14) (Ward Eight)**

Planner Weiss read the request into the record.

Director of Planning Vujnich noted the Department recently met with Pulte Homes of St. Louis to discuss the access issue associated with its project on State Route 109 – Wildwood Trail Subdivision. The Missouri Department of Transportation (MODOT) has indicated it will only authorize a right-in/right-out configuration for this subject access point onto State Route 109. He added the Department of Planning has deferred to the Department of Transportation regarding this decision, since the right-of-way is under their jurisdiction, but the petitioner asked the Department to inquire about this matter and offer input on the access point's design.

Director Vujnich noted the Department is willing to contact the Department of Transportation about this matter and request its reconsideration of the access decision, but wanted to first discuss this matter with the Planning and Zoning Commission to see if it concurred with this inquiry. He concluded by noting the Department is seeking the Commission's input on this matter and direction on the same.

A motion was made by Commissioner Peasley, seconded by Commissioner Archeski, to discuss the request.

Discussion was held among Commission Members regarding the following items: the belief the Traffic Study and Safety Analysis overlooked some aspects of the proposed and existing conditions; if the Commission has ever endorsed this type of inquiry; and the belief to act as requested could set some type of unwanted precedent.

No action was taken.

- b.) Report of the Nominating Committee of the Planning and Zoning Commission for officers for the upcoming service year of 2014-2015.

Chair Bopp noted the Nominating Committee had met before tonight's Planning and Zoning Commission meeting and completed its consideration.

Chair Bopp noted the following recommendations for officers: Chair – Commissioner Bopp; Vice-Chair – Commissioner Archeski; and Secretary – Commissioner Peasley.

He also noted the following recommendations were made for liaisons to the Architectural Review Board and Historic Preservation Commission: Architectural Review Board – Commissioner Lee; and Historic Preservation Commission – Commissioner Gragnani.

Chair Bopp noted these nominations will be acted upon at the July 21, 2014 meeting of the Planning and Zoning Commission.

**X. Closing Remarks and Adjournment**

A motion made by Commissioner Archeski, seconded by Mayor Woerther, to adjourn the meeting. A voice vote was taken. Hearing no objections, Chair Bopp adjourned the meeting at 9:36 p.m.

Approved by: The Planning and Zoning Commission at the July 21, 2014 meeting.

---

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.