

CITY OF WILDWOOD  
RECORD OF PROCEEDINGS

MEETING OF THE PLANNING AND ZONING COMMISSION  
CITY HALL, 16860 MAIN STREET, WILDWOOD, MISSOURI  
SEPTEMBER 2, 2014

The Planning and Zoning Commission meeting was called to order by Chair Bopp, at 7:30 p.m., on Tuesday, September 2, 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)

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

ABSENT – (0)

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 August 18, 2014**

A motion was made by Commissioner Peasley, seconded by Commissioner Archeski, to approve the minutes from the August 18, 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**

Director of Planning Vujnich noted Chair Bopp had recently been recognized for his public service, which was featured in the cover story article within West News Magazine.

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

- a.) **P.Z. 14-14 Carohaven Farm, L.L.C. c/o Dr. Caroline Morgan, 18318 Melrose Road, Wildwood, Missouri 63069** - A request for a Conditional Use Permit (CUP) within the NU Non-Urban Residence District for a ten (10) acre tract of land that is located on the south side of Melrose Road, east of State Route 100 (Locator Number 25X240071/Street Address: 18318 Melrose Road). **Proposed Use:**

**A horse boarding and training (lessons) facility.** The petitioner is not planning any additional structures or buildings in conjunction with this requested permit. **(Ward Six)**

Director of Planning Vujnich read the request into the record.

Planner Weiss provided the Commission Members, and those others in attendance, a brief slideshow presentation of the subject property and the surrounding area.

Dr. Caroline Morgan, petitioner, 18318 Melrose Road, provided an overview of her request and noted the following items: she plans to board no more than ten (10) horses, five (5) of which would be owned by her; a training component is proposed, but would consist of individuals who board their horses providing this service at their expense there; one (1) employee would care for the property; and the hours of operation proposed would be Monday through Saturday, from 8:00 a.m. to 7:00 p.m. and Sunday from 8:00 a.m. to 5:00 p.m. Dr. Morgan concluded by noting the tract of land has been used as a horse property and related activities for several years and thanked the Commission for their consideration.

Discussion was held among Commission Members regarding the following item: clarification that any horse riding lessons provided on the property would not be offered by the petitioner, but by a trainer hired and supplied by the individual boarder.

Dr. Morgan confirmed this statement was correct.

Ken Berkel, 18139 Melrose Road, stated his opposition to the request and noted he is against the potential commercialization of the area, and continues to worry this type of use could create an unwanted precedence.

Chris Johnson, 3535 Allenton Road, stated her support for the request and noted her belief that Dr. Morgan will improve the property and preserve the rural nature of the area by her proposed use of it for equine-related activity.

Sandy Stringer, 18311 Melrose Road, stated her support for the request and noted Dr. Morgan has already improved the property and believes she will continue to do so. She added this area has traditionally been an equine area.

Casey Eckhardt, 18203 Melrose Road, stated her support for the request and noted Dr. Morgan has made improvements to the property and has adequate fencing for horse pasturing. She also commended Dr. Morgan for applying for the proper permits on this type of use for the property.

Arthur Federer, 18063 Melrose Road, stated his opposition to the request and noted his concern with the type of precedent this request may cause for other type of commercial activity in the area.

Wayne Cunningham, 18430 Melrose Road, stated his support for Dr. Morgan's request and noted his appreciation for how well the property has been maintained.

Discussion was held among Commission Members regarding the following items: clarification relating to the description of this proposed facility; the belief it is not proposed to be a training facility, but

rather boarders can have their trainer provide them lessons there; clarification relating to some of the concerns this type of business could create an unwanted precedence; if the facility has already been approved for horse boarders; and if increased traffic will be a concern.

Director of Planning Vujnich provided a review of the property's zoning district designation (NU Non-Urban Residence District) and the City's Master Plan Land Use Category relating it. He added the property has not been approved for horse boarding at this time, and the Commission's previous waiver was only granted to the requirements of the Preliminary Development Plan (PDP). He also noted Conditional Use Permits (CUPs) can only be considered, reviewed, and acted upon by the Planning and Zoning Commission under certain criteria, which is set forth in the Zoning Ordinance. He also added, if approved, the Conditional Use Permit (CUP) establishes a list of conditions that place limits and restrictions on the property's use. Director Vujnich added that the Department received four (4) comments regarding this request via the on-line commenting link on the City's website.

A motion was made by Commissioner Peasley, seconded by Commissioner Renner, 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**

Letter of Recommendation – One (1) Item for Consideration

- a.) **P.Z. 3-14 Wildwood Trail Subdivision, Pulte Homes of St. Louis, Chris Matteo, 17107 Chesterfield Airport Road, Suite 120, Chesterfield, Missouri 63005, c/o Stock and Associates Consulting Engineers, Inc., Chris Mueller, P.E., 257 Chesterfield Business Parkway, Chesterfield, Missouri 63005** – A request for the modification of the Town Center Regulating Plan designation(s) for a portion of two (2) properties that total 4.63 acres of area, which are located on the east side of State Route 109, north of Manchester Road, from its current designations as "Workplace" and "Neighborhood Edge" Districts (Planning and Zoning Commission's adopted plan [March 1, 2010]) to the "Neighborhood Edge" District. The City Council's adoption of the updated Town Center Plan did not include these two (2) parcels of ground and, therefore, both of them still retain a 'Workplace' District designation for the entire 4.63 acre tract of land. **(Ward Eight)**

**P.Z. 4-14 Wildwood Trail Subdivision, Pulte Homes of St. Louis, Chris Matteo, 17107 Chesterfield Airport Road, Suite 120, Chesterfield, Missouri 63005, c/o Stock and Associates Consulting Engineers, Inc., Chris Mueller, P.E., 257 Chesterfield Business Parkway, Chesterfield, Missouri 63005** – A request to amend the Street Network Map of the Town Center Plan and not be required to extend Viola Gill Lane through the entirety of this 4.63 acre site to the abutting parcel of ground located to its north for a future roadway connection. This street extension for the future roadway connection is indicated on the adopted Street Network Map of the Town Center Plan. **(Ward Eight)**

and

**P.Z. 5 and 6-14 Wildwood Trail Subdivision, Pulte Homes of St. Louis, Chris Matteo, 17107 Chesterfield Airport Road, Suite 120, Chesterfield, Missouri 63005, c/o Stock and Associates Consulting Engineers, Inc., Chris Mueller, P.E., 257 Chesterfield Business Parkway, Chesterfield, Missouri 63005** – Accompanying the aforementioned Regulating Plan and Street Network Map changes is a request for a change in zoning from the C-8 Planned Commercial District to the R-4 7,500 square foot Residence District, with a Planned Residential Development Overlay District (PRD), for

the same two (2) tracts of land that total 4.63 acres in size and located on the east side of State Route 109, north of Manchester Road (Locator Numbers 24V440122 and 24V440104/Street Addresses: 2516 and 2520 Highway 109). **Proposed Use: Seventeen (17), detached single-family dwellings on individual lots (Town Center Building Type – House), with common ground, and required public space areas. (Ward Eight)**

Planner Weiss read the requests into the record.

Director of Planning Vujnich noted the Department has prepared an Addendum to the Draft Letter of Recommendation for the Commission's consideration. Director Vujnich explained this addendum was the result of a meeting between the Department and the representatives of Pulte Homes during a discussion on Attachment B of the Planning and Zoning Commission's Draft Letter of Recommendation that was issued for the meeting on August 18, 2014.

Director Vujnich went on to describe the four (4) conditions that were identified by the petitioner that it would seek to be revised and modified, before the Commission's final action on the Letter of Recommendation. These four (4) conditions are as follows: the separation of garage doors into two (2) distinct elements; the limitation on the type of material selection for the siding that can be used on each of the permitted dwellings, i.e. fiber cement siding; the side yard setback distance requirement, specifically effecting Lot 8; and the parking setback distance from the edge of public right-of-way to the garage. Director Vujnich then described the Department is recommending the aforementioned conditions be revised to allow the petitioner some flexibility in these regards and as part of the Planning and Zoning Commission's approval during its review of the Site Development Plan (SDP). However, he noted the setback issue identified with Lot 8 would have to be considered and acted upon by the City's Board of Adjustment. Director Vujnich then concluded by stating the Letter of Recommendation had been revised to reflect the Commission's past action and is now in the appropriate form to be forwarded to City Council, with the amended conditions, as described in the addendum. He added after a motion, and a second, the Department was available to answer any questions the Commission may have on the Letter of Recommendation and associated Addendum.

A motion was made by Mayor Woerther, seconded by Commissioner Archeski, to discuss the draft Letter of Recommendation. A voice vote was taken regarding the motion to discuss. Hearing no objections, Chair Bopp declared the motion approved.

Larry Butts, petitioner, 17107 Chesterfield Airport Road, Suite 120, Chesterfield, Missouri, stated that Pulte Homes has an upgraded vinyl siding product called lap siding that has been used in the construction of their homes in Chesterfield and would like the option to use it at this project.

Discussion was held among Commission Members regarding the following items: concerns that, if the siding Pulte Homes plans uses in this development will have the same application as vinyl siding, using a 'J' channel; the belief Lot 15 should be considered for a park, dedicated to the City, and used for a street connection to the north in the future, if appropriate; consideration of making a motion to separate the request relating to the amendment of the Street Network Map of the Town Center Plan; the belief the lack of connectivity with this proposed plan is an issue and the network of trails and streets does not promote New Urbanism; conversely, the belief the amendment to the Street Network Map of the Town Center Plan is justified in this instance; the concern with the determinations relating to design issues; and if it is within the Commission's purview not to approve

the Site Development Plan (SDP), if these design issues are unacceptable to it in the future.

City Attorney Golterman responded by noting the Planning and Zoning Commission has discretion and control over the review of the Site Development Plan.

Larry Goodson, Council Member Ward 8, 2445 Viola Gill Lane, stated he did not want to interfere with the Commission's review of this request, but noted he believes his constituents are in favor of the proposed plan and the existing stub street in Old Grover Estates would offer the most logical roadway connection to the property to the north. He also noted he does not have an issue with the use of vinyl siding in the proposed project and that Towns at Windrush utilized this material in its subdivision's construction. He also noted Pulte Homes accommodated the concerns relating to buffer areas between Wildwood Trail and the existing subdivisions.

Chair Bopp called the question.

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

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

Nays: Commissioner Bauer, Commissioner Gragnani, and Commissioner Archeski

Absent: None

Abstain: None

Whereupon, Chair Bopp declared the motion approved by a vote of 7 to 3.

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

### Correspondence Items – One (1) Item for Consideration

- a.) **P.Z. 18-14 City of Wildwood's Historic Preservation Commission c/o Department of Planning and Parks, 16860 Main Street, Wildwood, Missouri 63040** – A request for the review and recommendation of the Planning and Zoning Commission on proposed amendments to **Chapter 440 Historic Preservation and Restoration Code** of the City of Wildwood's Code of Municipal Ordinances, which represent the Historic Preservation Commission's consideration and action upon them, which had not been considered, nor updated, since their initial adoption in 1999. The changes are intended to reflect current trends in historic preservation efforts and programs, promote greater interest and participation in historic activities of the City, and increase resident awareness of Wildwood's rich history, while still retaining the voluntary nature of it relative to any property owner's participation in its registry process. **(Ward – All)**

Planner Weiss read the request into the record.

Director of Planning Vujnich provided a background relating to the request and noted the public hearing regarding it was held on August 4, 2014. He went on to note the Department is supporting the approval of the proposed revisions to Chapter 440 Historic Preservation and Restoration Code of the City of Wildwood. This support is based upon the changes being appropriate, the review process thorough, and the changes will improve historic preservation activities of this community. Director Vujnich also noted the Department is requesting the Planning and Zoning Commission recommend approval to City Council premised on the other following items:

- a. The changes expand the purpose of the Historic Preservation Commission to a more proactive role in the overall community.
- b. The changes provide greater clarity to what is a historic element in the City of Wildwood by the addition of new definitions and the clarification of others.
- c. The changes provide more opportunities for citizens and elected officials to participate in this process, which benefits it, in the opinion of the Department.
- d. The changes provide for a minimum number of meeting dates and establishes specific areas of funding by the City Council of the Historic Preservation Commission's activities.
- e. The changes reasonably expand the powers and duties of the Historic Preservation Commission in the venue of historic preservation, while ensuring its members follow all applicable ethical ordinances of the City of Wildwood.
- f. The changes include prioritizing the historical survey process of the Historic Preservation Commission to ensure an on-going, regular process, thereby avoiding gaps in information.
- g. The changes allows a greater number of authorities to propose the placement of historic elements on the City's Historic Registry, but still ensures this process is voluntary in nature for its owner.
- h. The changes add more time to the demolition review process and will allow the Historic Preservation Commission to more thoroughly discuss such in the future.
- i. The changes encourage a more proactive approach to addressing distressed properties that are historic in nature on the part of the Department of Planning, which includes a new definition of minimum maintenance for them.
- j. The changes create a clearinghouse for the documentation and inventory of historical artifacts and other items donated to the City by owners and ensure their future retention and use

Director of Planning concluded by acknowledging the aforementioned list is extensive, but that the proposed ordinance still retains the components the original City Council had stipulated in 1999 sought, i.e. a voluntary process for historic property owners. Therefore, he noted, after a motion and second, the Department is available to answer any questions the Commission may have on the recommendation. He also noted Chair Kennedy of the Historic Preservation Commission was in attendance and available for questions as well.

A motion was made by Commissioner Gragnani, seconded by Mayor Woerther, to approve the Department's recommendation.

Discussion was held among Commission Members regarding the following items: the belief the Historic Preservation Commission conducted an extensive review of the current code; the belief the proposed revisions strike an appropriate balance between preserving historic elements and maintaining individual property rights; appreciation for the Historic Preservation Commission's review process; and the belief the inclusion of wording relating to ethics is appropriate.

Amy Grey, 1045 Highway 109, stated she lives in a historic structure that was built in 1858 and noted her concern with Page 9 of the red-lined code, which eliminates, Section 440.050, Item C. 'Written Consent of Property Owner', with regards to the nomination of registering historic properties or elements.

Director Vujnich responded by noting this Item C of the proposed Chapter 440 Historic Preservation and Restoration Code was relocated within it, but not eliminated. He added a petition for placing a property on the City's Historic Register cannot move forward without the owner's consent.

Jerry Jeter, 749 Babler Park Drive, inquired what benefits and incentives are available, if you were to choose to place your property on the City's Historic Registry.

Director Vujnich responded by noting the City cannot offer property tax incentives, since it does not collect such, but that zoning incentives, subdivision waivers, and educational assistance can be provided. Additionally, he noted that another benefit is community pride in one's property and the opportunity for the City and historic property owner to work together towards its preservation.

Chair Bopp called the question.

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

Ayes: Commissioner Manton, Commissioner Lee, Commissioner Renner, Commissioner Archeski, Commissioner Gragnani, Commissioner Peasley, Commissioner Bauer, 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. Site Development Plans-Public Space Plans-Record Plats – No Items for Consideration**

#### **VIII. Other**

#### **IX. Closing Remarks and Adjournment**

A motion made by Commissioner Archeski, seconded by Commissioner Peasley, to adjourn the meeting. A voice vote was taken. Hearing no objections, Chair Bopp adjourned the meeting at 8:50 p.m.

Approved by: The Planning and Zoning Commission at the September 15, 2014 meeting.

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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.