MEETING OF THE PLANNING AND ZONING COMMISSION
CITY HALL, 16860 MAIN STREET, WILDWOOD, MISSOURI
October 5, 2020

The meeting of the Planning and Zoning Commission was called to order at 7:00 p.m., on Monday, October 5, 2020, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri and via the videoconferencing tool Zoom.

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 – (10)
Commissioner Helfrey
Commissioner Beattie
Commissioner Deppeler
Commissioner Levitt
Commissioner Kohn
Commissioner Jackson
Commissioner Broyles
Chair Lee
Council Member Brost
Mayor Bowlin

ABSENT – (0)

Other City officials present in the City Council Chambers, and via the videoconferencing tool Zoom, included the Director of Planning and Parks Vujnic, 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 September 21, 2020 Meeting

A motion was made by Council Member Brost, seconded by Commissioner Deppeler, to approve the minutes from the September 21, 2020 meeting. 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 10-0.

IV. Department of Planning Opening Remarks

The Department did not have any opening remarks.
V. Public Comment Session

Victoria Allen, 1651 Icle Rock Farm Road, expressed her concerns regarding the Special Circumstances Overlay District (SCOD) that was recently considered and recommended for approval by the Planning and Zoning Commission.

VI. Public Hearings – One (1) Item for Consideration

a) P.Z. 12-20 Mary Cook, 2031 Joe’s Way, Wildwood, Missouri 63005, c/o Straight Up Solar, 11696 Lilburn Park Road, St. Louis, Missouri 63146 – A request for a Conditional Use Permit (CUP) in the NU Non-Urban Residence District (Street Address: 2031 Joes Way/Locator Number: 20U530040), for the installation of roof-mounted solar panels, which are to be so situated on the dwelling and accessory structure (garage) as to be visible from an adjoining roadway. 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 panels’ placement on the front facing area of the roofs of the dwelling and accessory structure, which abut a private roadway. (Ward Two)

Director Vujnic read the request into the record.

Director Vujnic 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 took note of any testimony, exhibits, or other items provided as part of the discussion at tonight’s public hearing.

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

Chair Lee invited the petitioner to address the Commission.

Conner Waters, Straight Up Solar, stated the homeowner is proposing twenty-seven (27) roof-mounted solar panels on the home and garage.

Chair Lee invited members of the public to address the Commission.

Frances Babb, 2001 Kehrsdale Court, Clarkson Valley, Missouri, stated she is supportive of the proposed solar installation. She stated that it was her belief that all homeowners should be allowed to install solar energy systems on their property if they wish to do so.

Discussion was held among Commission Members regarding the consideration of implementing a City occupancy permit process, in order to better monitor the long-term maintenance of solar energy systems, such as being proposed at this location.

A motion by Commissioner Helfrey, seconded by Commissioner Deppeler, to close the public hearing. A voice vote was held regarding the motion. Hearing no objections, Chair Lee declared the motion passed by a vote of 10-0.
VII. Old Business – One (1) Items for Consideration

a) P.Z. 20, 21, and 22-15 Ackerly Place, Payne Family Homes L.L.C. (Amended), c/o Thomas Cummings, 10407 Baur Boulevard, Suite B, St. Louis, Missouri 63132 – A request for modifications of the Street Network Map of the Town Center Plan, as set forth for a property that totals 50.65 acres of area, which is located on the west side of State Route 109, north of Manchester Road. The requested modifications to the Street Network Map reflect the petitioner’s intent to alter the location and design components of the proposed Main Street extension through the subject site, along with other changes to the network of internal roadways. Accompanying the aforementioned Town Center Plan (Street Network Map) modifications is a request for a change in zoning from the C-8 Planned Commercial District and R-6A 3,000 square foot Residence District, with a Planned Environment Unit (PEU), to the Amended C-8 Planned Commercial District (Town Center “Workplace District”) and R-3 10,000 square foot Residence District (Town Center “Neighborhood Edge District” and “Neighborhood General District”), with a Planned Residential Development Overlay District (PRD), for the same tract of land, again being located on the west side of State Route 109, north of Manchester Road (Locator Numbers: 23V110022 and 23W320013/Street Addresses: 2431 State Route 109 and 17225 Manchester Road). Proposed Use - A total of one hundred forty (140) detached single-family dwellings, on individual lots, with common ground, required public space areas, and a minimum of one (1) commercial outlot fronting onto State Route 109. This revised advertisement supplants P.Z. 9-18 The Reserve at Wildwood, which had been posted for public hearing on July 16, 2018 by the Planning and Zoning Commission. (Ward One)

Planner Newberry read the request into the record.

Director Vujnich started the presentation by stating the Planning and Zoning Commission acted at its September 8, 2020 meeting, by a vote of 7-3, to support these requests, with certain associated conditions. He stated the draft Letter of Recommendation was presented to the Commission at its September 21, 2020 meeting, which resulted in a postponement of it by the Members to address certain items identified as part of its discussion at that meeting. He stated the Department has incorporated the conditions associated with the Commission’s previous action and discussion, and is presenting the draft Letter of Recommendation, which reflects such, for consideration at tonight’s meeting.

Director Vujnich stated the petitioner has provided an exhibit for the Commission’s consideration that proposes the grading of the site to occur in five (5) phases. He stated the proposed stormwater management facilities along Main Street through the site are now planned to be located within easements on the individual private lots, and not within the public rights-of-way. Director Vujnich requested to Commission give the Department flexibility in the specific dimensions of these areas, when completing the final Letter of Recommendation, if approved. He also added that the petitioner will be required to provide an escrow in the amount of $45,000.00 for the purpose of maintenance of these stormwater management facilities. Director Vujnich stated the petitioner has requested changes to certain conditions, some of which the Department does not support, given they relate to items that would not comply with the Neighborhood Design Standards of the City’s Town Center Plan. He noted the petitioner’s representatives will be available to present the requested changes to the Commission Members at tonight’s meeting.

Chair Lee invited the petitioner’s representative to address the Commission.

Mike Doster, petitioner’s legal counsel, stated the petitioner concurs with the Department’s request for flexibility in the draft Letter of Recommendation regarding the specific dimensions of the rights-of-way
areas and associated stormwater management facilities. He stated the petitioner is requesting the Commission accept the proposed architectural elevations – the ‘Lifestyle’ Series – and modify the draft Letter of Recommendation to accommodate such, specifically regarding the porch depth, porch offset from the façade of the garage, parking setbacks, and any other relevant proposed conditions. Mr. Doster stated the petitioner does not support the requirement to provide an escrow for one half (1/2) of the cost of a roundabout on Manchester Road.

Discussion was held among Commission Members regarding the City’s plans relating to the roundabout on Manchester Road and concerns regarding pedestrian safety associated with it at this location, particularly given its proximity to Pond Elementary School.

A motion by Mayor Bowlin, seconded by Commissioner Helfrey, to consider each discussion item as separate motions, prior to a final action on the overall draft Letter of Recommendation. A voice vote was held regarding the motion. Hearing no objections, Chair Lee declared the motion passed by a vote of 10-0.

Mayor Bowlin stated the following motions, which were all contingent upon the draft Letter of Recommendation being approved by the Planning and Zoning Commission.

A motion by Mayor Bowlin, seconded by Commissioner Kohn, to give the Department flexibility regarding the specific dimensions of the rights-of-way areas and associated stormwater management facilities. A voice vote was held regarding the motion. Hearing no objections, Chair Lee declared the motion passed by a vote of 10-0.

A motion by Mayor Bowlin, seconded by Council Member Brost, to require the grading of the overall site to occur in five (5) phases, as depicted on the exhibit provided by the petitioner. A voice vote was held regarding the motion. Hearing no objections, Chair Lee declared the motion passed by a vote of 10-0.

A motion by Mayor Bowlin, seconded by Council Member Brost, to require the developer to provide an escrow in the amount of $45,000.00 to be dedicated to the maintenance of the stormwater management facilities upon this site, with the condition this escrow amount be re-evaluated every three (3) years by the Planning and Zoning Commission and City Council. Accompanying this motion is the inclusion of the requirement for a letter of credit or bond to be provided by the petitioner to cover any downstream damage to abutting, or adjacent properties, common ground areas, or drainageways caused by its use of the subject site.

Discussion was held among Commission Members regarding the protection of downstream properties from additional runoff caused by the development of the site and the consideration of the City re-evaluating the established escrow amount every three (3) years.

A voice vote was held regarding the motion. Chair Lee declared the motion passed by a vote of 9-1 (Voting Nay: Commissioner Beattie).

A motion by Mayor Bowlin, seconded by Council Member Brost, to require the developer to provide one half (1/2) of the cost of the roundabout on Manchester Road, with the condition that, if the City does not construct the roundabout within five (5) years, the amount will be refunded to the petitioner. A voice vote
was held regarding the motion. Chair Lee declared the motion passed by a vote of 9-1 (Voting Nay Commissioner Beattie).

A motion by Mayor Bowlin, seconded by Commissioner Kohn, to generally accept the proposed 'Lifestyle' Series architectural elevations presented by the petitioner, while still requiring Architectural Review Board review, along with modifying the draft Letter of Recommendation to address the proposed conditions relative to porch depth, porch offset from the façade of the garage, parking setbacks, and any other relevant conditions. A voice vote was held regarding the motion. Chair Lee declared the motion passed by a vote of 7-3 (Voting Nay: Commissioner Beattie, Commissioner Helfrey, and Commissioner Deppeler).

A motion by Commissioner Levitt, seconded by Commissioner Broyles, to approve the draft Letter of Recommendation, with modifications approved by the previous motions and votes at tonight's meeting.

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

Ayes: Commissioner Levitt, Commissioner Kohn, Commissioner Jackson, Commissioner Broyles, Council Member Brost, Mayor Bowlin, and Chair Lee
Nays: Commissioner Helfrey, Commissioner Beattie, and Commissioner Deppeler
Absent: None
Abstain: None

Chair Lee declared the motion approved by a vote of 7-3.

VIII. New Business – No Items for Consideration

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

X. Other – One (1) Item for Consideration

a. Memorandum on the Watershed Erosion Task Force (WETF) and its Activities and Milestones to date (Wards – All)

Director Vujnicich provided an overview and status of the work of the Watershed Erosion Task Force (WETF). He stated the group’s work may result in items that will need to be presented to the Planning and Zoning Commission in the future, such as ordinance amendments.

XI. Closing Remarks and Adjournment

A motion by Commissioner Helfrey, seconded by Council Member Brost, to adjourn. A voice vote was held regarding the motion. Hearing no objections, Chair Lee adjourned the meeting at 8:46 p.m.

Approved by: 

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.