

MINUTES OF THE CITY OF FRONTENAC
PLANNING AND ZONING COMMISSION
REGULAR MEETING
TUESDAY, NOVEMBER 27, 2007, 7:00 P.M.

A. CALL TO ORDER: The regular meeting of the Planning and Zoning Commission was called to order at 7:00 p.m. by Chairman Patrick Donelan.

B. SWEARING IN OF NEW MEMBER: Mayor Murray swore in Elizabeth Barbieri.

C. ROLL CALL: The members present were:

Elizabeth Barbieri	Bob Bauer
Patrick Donelan	Alderdwoman Susan Durbin
Tom Moran	George Purviance
Mark Richert	Dina Rinder
Nancy Schnoebelen	Kathy Smith

Also in attendance were City Administrator, Bob Shelton; Building Commissioner & Zoning Administrator, Jeff Wappelhorst; Zoning Consultant; Justin Carney; City Attorney, Lee Curtis; and City Clerk, Leesa Ross.

Also in attendance were Mayor Lee Murray, Alderdwoman Margot Martin and Alderman John Wynne.

D. APPROVAL OF AGENDA: Mr. Donelan asked for a motion to approve the agenda.

MOTION: Dr. Moran motioned and Mr. Bauer seconded to approve the agenda. All Commissioners present voted "Aye". There were no "Nay" votes. **MOTION PASSED.**

E. APPROVAL OF MINUTES: Mr. Donelan asked for a motion to approve the Regular Meeting minutes from Tuesday, September 25, 2007.

MOTION: Alderdwoman Durbin motioned and Mr. Bauer seconded the approval of the Tuesday, September 25, 2007, regular meeting minutes. All Commissioners present voted "Aye". There were no "Nay" votes. **MOTION PASSED.**

F. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS):

No one made any comments at this time.

G. CHAIRMAN'S COMMENTS:

Mr. Donelan made no comments at this time.

H. COMMENTS BY COMMISSION MEMBERS:

Mr. Donelan asked if anyone was attending the Planning & Zoning course offered by the University of Missouri St. Louis. Mr. Purviance and Ms. Schnoebelen both stated they are attending the course and have found them to be very informative. They both stated it is a great course and everyone should attend, if they have the time.

Mr. Donelan asked if the information for the January course would be forwarded to the Commission. Ms. Ross stated she would forward the information to everyone.

I. ADMINISTRATOR'S REPORT:

None

J. OLD BUSINESS:

Mr. Shelton stated I-64 will close January 2, 2008 for one year from Ballas Road to 1-170. He stated the Spoede Road Bridge will be down for three months beginning in the spring of 2008. Mr. Shelton stated the City will be relying heavily on their mutual aid agreements with other cities for fire and EMS service. He stated all City police vehicles have AED's (Automatic Electronic Defibrillators) and all patrol personnel are trained to use them. Also TOMAR has been installed in all fire trucks and ambulances to change the light signals on emergency calls.

K. NEW BUSINESS:

- 1) Referral from Board of Aldermen to amend Conway Centre's Conditional Use Permit to remove medical use and allow restaurant/tea rooms.

Mr. Tom Schenk of the White Company was the representative for Conway Centre. Mr. Donelan stated they are requesting to amend the conditional use permit from medical to allow a restaurant/tea room and also a request for outdoor dining. Mr. Schenk stated the tenant for the location would be an upscale coffee house with a jazz and blues theme. They are proposing to extend the concrete sidewalk to allow for five two top tables and a retaining wall. The picture presented to the commission shows the type of table and chairs, which would be black wrought iron. Mr. Schenk stated they would like to install bollards with evergreen growing around them for privacy.

Mr. Donelan asked for the hours of operation and the store's average sales. Mr. Schenk stated he did not know the hours of operation or the estimated average sales amount. Mr. Donelan stated he is concerned about safety from around the corner and the five to seven feet difference in height. Mr. Bauer stated he has seen people who drive in to use it as a cut off. He stated if they see the trees it will help cut down on that type of traffic. He also stated he would like to see no cut thru signs installed.

Mr. Purviance stated he feels there would be too much in such a small space if you combine the landscaping, trees, cut off, and height differential of three to seven feet.

Mr. Schenk stated he has looked into making the patio wider while maintaining the structural integrity of the drive thru lane. He stated they are proposing to add three feet high steel bollards, which will be filled with concrete, every four to five feet, and also add some type of a greenery hedge row to camouflage the bollards. Dr. Moran stated he thinks the bollards have no aesthetic value and asked how high they are. Mr. Schenk stated three to four feet high. He again stated he would like to put the bollards in a row and let plants grow around them. He also stated they have an automatic sprinkler system, already installed, for the plants.

Mr. Purviance stated the wall should come out and be about four feet high. He feels this is a more urban and edgy type of business.

Mr. Richert stated the only thing this commission can decide is the change in use from medical to restaurant/tea room and the structure due to safety. Mr. Shelton stated they need to also decide on the outdoor seating and may recommend additional landscaping to hide the bollards. However the petition is for the change in use from medical to restaurant/tea room. Mr. Purviance asked about the company's marketing and business plan, their signage and hours of operation.

Mr. Bauer stated this is a concept that he would support. Mr. Bauer left the meeting at 7:34 pm.

Mr. Justin Carney the City's Zoning Consultant stated he had submitted a report and would like to address several issues. He stated regarding the change in use, or conditional use permit, they are asking to remove medical use and add a tea room. He stated he believes this is an appropriate use. He stated the parking would swap and they would have shared parking, and there is no significant change regarding the parking use.

Mr. Carney stated regarding the outdoor dining, it will require a separate conditional use permit. He further stated there was not a lot of information on the outdoor dining. He feels it does work with a coffee house, and feels that it is an appropriate use given a conditional use permit.

Mr. Carney said that he has concerns regarding the 90 degree turn getting down into the parking lot. He feels the building of the retaining wall could obstruct the roadway and the installation of the bollards would make it safer. He also stated he feels aesthetically, if the retaining wall stops at the curb, it would be more aesthetically pleasing and not much better than a six or seven feet retaining wall.

Mr. Donelan stated in Mr. Carney's report he had written he would suggest four tables with chairs and the request is for five tables. Mr. Schenk's request came in after Mr. Carney's report was written, however Mr. Carney stated he was fine with the request for five tables. Mr. Donelan asked what type of trash receptacle would be used. Mr. Schenk stated he was unsure, but that it was written in the lease, that trash must be emptied and can not be left outside or blowing around on the parking lot. He stated they have already installed one trash receptacle. He said they would either have a

separate trash receptacle or use bus carts. Mr. Donelan clearly stated they could not have signs or words on the awning. Mr. Schenk stated he understood that the umbrellas could not have any signage and stated they may go with green to match the building awnings.

Dr. Moran asked about lighting in the area. Mr. Schenk stated they have a tall light that is to right of the coffee house. Mr. Wappelhorst stated the building owner could also install some indirect lights that could be attached to the retaining wall that would allow for low voltage indirect lighting. A commission member stated the picture shows a fireplace and asked if there will be a fire place. Mr. Schenk stated no, it is an all electric building. He also stated the tenant would either need a drive thru or outdoor seating. Ms. Smith asked about the hours of operation and about the menu and also asked would alcohol be served. Mr. Schenk stated he would guess that the establishment would close near 8:00 or 9:00 pm and stated the menu items were listed on the back of the brochure, which includes muffins and scones. He also stated there would be no alcoholic beverages served.

Ms. Rinder stated she would like to know the hours of operation, and thinks this is a great idea and wonderful to have a coffee house in the area. Ms. Smith asked about the owners of the business. Mr. Schenk stated they are a husband and wife team and this would be their first location in St. Louis, with several more locations coming to the area. Ms. Rinder stated this use will add a lot more than medical use would. Mr. Rotter asked would music be piped outside. Mr. Schenk stated there will only be piped music inside the location, none piped outside.

MOTION: Mr. Richert motioned and Ms. Schnoebelen seconded to amend Ordinance No. 2007-1500 and the conditional use that allows for medical use to a restaurant/tea room use; to amend the conditional use permit to allow for outdoor seating with a maximum of five tables with two chairs each; and to allow for appropriate sound and lighting regulations at the location. All Commissioners present voted "Aye". There were no "Nay" votes. **MOTION PASSED.**

L. ANNOUNCEMENT OF NEXT MEETING: To be determined

M. ADJOURNMENT:

Mr. Donelan asked for a motion and second to adjourn the meeting.

MOTION: Dr. Moran motioned and Ms. Rinder seconded the meeting be adjourned. All Commissioners present voted "Aye". The vote was unanimous. **MOTION PASSED.**

The meeting adjourned at 7:58 p.m.

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