

# CITY OF FRONTENAC



## MINUTES OF THE PLANNING AND ZONING COMMISSION FRONTENAC CITY HALL - 10555 CLAYTON ROAD MONDAY, AUGUST 18, 2025, 6:00 PM

- A. **CALL TO ORDER:** The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Chairperson Kim Tompras.

B. **SWEAR IN NEW MEMBERS:**

Ms. Beth Harkonen, Mr. Tom Helmkeppf and Dr. Barbara Sterkel were all sworn in.

C. **ROLL CALL:** All members present were:

Chairman Kim Tompras	Kin Watkins
Chris Kehr	Tom Helmkeppf
Beth Harkonen	Dr. Barbara Sterkel
Alderperso Tom O'Brien	

Mr. Chris Hyams was absent.

Mayor Pat Kilker and Alderpersons Jamie Griesedieck and Scott Mullis were present.

Building Consultant, Ellen Rottjakob; Building Commissioner, David Fairgrieve; City Clerk, Leesa Ross; and City Attorney, Kevin O'Keefe were also in attendance.

D. **ELECTION OF OFFICERS:**

Chairperson Tompras asked for an election of the Chairman and Secretary for the Planning and Zoning Commission

**BY:** Alderperso O'Brien made a motion to elect Chris Kerh as Chairman and Beth Harkonen as Secretary of the Planning & Zoning Commission. All members present voted "Aye". Motion passed.

E. **APPROVAL OF AGENDA:**

Chairperson Kehr asked for a motion to approve tonight's meeting agenda.

**MOTION:** The motion to approve the agenda was made by Dr. Sterkel and a second was made by Ms. Tompras. All commission members voted "Aye"; the motion passed unanimously.

F. **APPROVAL OF MINUTES:** November 6, 2024, and February 10, 2025

Chairperson Kehr asked to approve the minutes from November 6, 2024.

**MOTION:** A motion was made by Alderperson O'Brien and a second was made by Mr. Watkins to approve the meeting minutes for November 7, 2024. All commission members voted "Aye"; the motion passed unanimously.

Chairperson Kehr asked for a motion to approve the February 10, 2025, minutes.

**MOTION:** a motion was made by Mr. Watkins and a second was made by Mr. Helmkempf to approve the February 10, 2025, Meeting minutes. All commission members voted "Aye"; the motion passed unanimously.

G. **CHAIRPERSON'S COMMENTS:**

Chairperson Kehr made no comments at this time.

H. **COMMISSION MEMBER COMMENTS:**

No comments were made at this time.

I. **PUBLIC COMMENTS:**

No comments were made at this time.

J. **OLD BUSINESS:** None

K. **NEW BUSINESS:**

1. **PZ081825-01:** Request for a Conditional Use Permit and Site Plan approval for parking lot improvement for St. Joseph's Academy at 2307 S. Lindbergh Blvd.

Mrs. Marcia Neidringhaus, Mr. Stan Fowler, and Mr. Carl Rouse were the representatives of St. Joseph's Academy for the request to add 109 new parking spaces for the 670 students and staff. The school currently has 411 spaces. St. Joseph's Academy is operating under an original conditional use permit from the 1950s, which was amended in 2002, when the gymnasium was built. Ms. Neidringhaus stated they have approval from MSD and is awaiting MODOT approval. Lighting and ADA access for the new lot was discussed, with the city recommending lighting and ADA compliance. Additional discussion occurred.

**MOTION:** Mr. Helmkempf made a motion, and Ms. Tompras made a second to the motion to recommend to the Board of Alderpersons approval of the conditional use permit and the location of the accessible walkway access point and have it subject to staff approval.

**ROLL CALL VOTE:** Dr. Sterkel “Aye”; Mr. Watkins, “Aye”; Mr. Kehr, “Aye”; Mr. Helmke, “Aye”; Ms. Harkonen, “Aye”; Alderperson O’Brien, “Aye”; and Ms. Tompras, “Aye”. All commission members voted “Aye”. **MOTION PASSED by a vote of 7-0.**

Alderperson O’Brien asked that public hearing notice go to the trustees of Litzsinger Place, residents of Huntleigh, the DESCO Group, and Lifetime Fitness.

2. **PZ081825-02:** Request for Preliminary Subdivision Plat Approval for property located at 11440 S. Forty Drive.

Mr. Kalen Hodgest, Spaces Development, presented a three-home development for 11440 S. Forty Drive. He stated he originally proposed four houses for the location, but he is back for three houses, with no variances. He stated Mr. Frison is his partner. The lot is a turnaround for the south 40 drive and MODOT owns South Outer 40. He stated he has an agreement with MoDOT to purchase land. He also stated the grade falls to the south of the site, and that water will run to the property line and rear property lane. He said the properties to the rear are in a flood plan, and they will do everything to mitigate the property issues.

Mr. Watkins, asked the size of the homes. Mr. Hodgest stated there will be 3,800 square feet, 2,000 square feet, on the first floor, and approximately 1,800 square feet on the second floor. Mr. Hodgest stated all sanitary sewer is 1.6% slope with a minimum is 2% slope, and he stated they will bring in civil engineers. They will subdivide the property into three lots, and the final plat will address sanitary and storm water. Ms. Rottjakob stated the request is for preliminary subdivision plat approval, and the general overview and idea, meet minimum design standards. After review, it will be scheduled for approval by the Board of Alderpersons and then it will come back to the Planning & Zoning Commission for final approval.

Mr. Ankit Patel of 20 Terrace Gardens discussed the impact of this development due to water runoff and concerns for the residents of 18, 19, and 20 Terrace Gardens. He advised of water runoff from the north and ponding that occurs on his property. He stated he put in a large storm detention in his front and back yards. He stated he is concerned about water. He also stated the trustees of Terrace Gardens cannot comment on the development because it was not presented to them prior to the meeting. He also stated lot 21 is part of Terrace Gardens.

Mr. Hodgest made comments in regard to Mr. Patels comments.

Mr. Kehr stated approval of the preliminary subdivision plat is before the commission, and that it does meet all the city’s zoning requirements.

Mr. Lee Kiehl of Terrace Gardens asked what is being asked for approval tonight. Mr. Kehr stated the approval is for the preliminary subdivision plat approval.

Mr. Helmkepf asked were surrounding property owners notified of this meeting. Mr. Rottjakob and Mr. Fairgrieve stated yes. Mr. Helmkepf asked if right away approval from the highway department is required. Mr. O'Keefe stated no, that it would be up to Mr. Hodgest to provide.

**MOTION:** Mr. Watkins made a motion, and it was seconded by Ms. Harkonen to recommend approval to the Board of Alderpersons for preliminary subdivision plat approval for the property located at 11440 S. Forty Drive.

**ROLL CALL VOTE:** Mr. Watkins, "Aye"; Mr. Kehr, "Aye"; Mr. Helmkepf, "Aye"; Ms. Harkonen, "Aye"; Alderperson O'Brien, "Aye"; Ms. Tompras, "Aye"; and Dr. Sterkel, "Aye". **MOTION PASSED by a vote of 7-0.**

3. **PZ081825-03:** Accessory Structures Text Amendment.

Ms. Rottjakob, Planning Consultant for the City of Frontenac presented changes for swimming pools, which needed to be cleaned up after the 2024 zoning code approval, which was not included in the update. She also discussed definitions and added that all buildings are not all structures, and all structures are not all buildings.

Discussion included drip lines, with buildings and their sizes; fences and different types of fences and colors of fences; and sports courts. Discussion of how neighboring cities regulate sport courts was discussed, as some cities require a conditional use permit for each, while other cities allow their approval administratively by staff. Permeable surfaces were discussed including gravel.

Ms. Rottjakob presented sports courts, and how other cities regulate them. She said they were allowed in all cities, however Town & Country, has two different types of residential zoning and they are allowed on the lots with the bigger areas, but allowed via conditional use permit, on smaller lot sizes.

Discussion about permanent boards (sports courts or hockey courts) was discussed. The question is does Frontenac want to allow sports courts. Ms. Harkonen said the question is, should the city allow a solid fence for a sports court. The size of the fencing or boards was discussed.

Ms. Rottjakob stated she could look deeper, but asked the questions, does the city want to allow hockey rinks or not. Alderperson O'Brien suggested Ms. Rottjakob look at larger communities outside the St. Louis area.

There was discussion of fencing around tennis courts, and Chairman Kehr stated we are proposing a 12 foot fence with rubber coating. He asked should the commission discuss other architecturally treated fences. Mayor Kilker stated we have a fence ordinance because the city only desires aesthetics, and he stated most subdivisions only allow fences around pools. He also stated boards are fences which obstruct the views. He asked the commission to please be diligent in how we think about this.

Mr. Fairgrieve stated a sports court was approved in town and that it is why this issue of "sports courts" is before the Planning and Zoning Commission, to decide if regulations are needed. The commission needs to make a recommendation to approval or disapprove hockey rinks. The Board of Alderpersons is looking for a recommendation from the Planning and Zoning Commission. Alderperson O'Brien asked about a moratorium on hockey rinks. Mr. O'Keefe stated a moratorium cannot be approved tomorrow, and if it requested it will be heard at the next board meeting on September 30.

The question was asked should solid panels be prohibited, and someone asked can we require sport courts to be brought to Planning and Zoning Commission for approval.

Chairman Kehr stated the more specific rules, the better for everyone. He asked do we apply the same standards for setbacks are 20% R-1 or 25% R-2. Accessory structures would be approved how it is regulated. He said if buildings and structures are in 20% range, should they be included. Ms. Rottjakob stated swimming pools should have 15 feet set back.

Additional discussion occurred on gravel and loose fill and impervious structures. Mr. Fairgrieve stated impervious, concrete, or asphalt, would need storm water retention. He said this is to deal with structure and design, and that anything larger than 1,000 square feet, they are required to have a civil engineer and storm water retention.

The overall consensus was that Ms. Rottjakob should clean up the language and accept the modifications that were discussed, and bring a clean version, next month. Ms. Rottjakob stated she can come back with cleaned up language.

There again was a question, should the city disallow the solid boards. Chairperson Kehr said we should take what was discussed and leave in the language prohibiting the boards and bring one more version to the committee. Ms. Rottjakob stated she would return with a report.

**L. VOTE TO ADJOURN:**

Chairperson Kehr asked for a motion to adjourn the meeting.

**MOTION:** A motion was made by Ms. Tompras and a second was made by Dr. Sterkel to adjourn the meeting. All Commission members voted “Aye”. The motion passed unanimously.

The meeting adjourned at 7:55 p.m.