

# CITY OF FRONTENAC



**CreMINUTES OF THE CITY OF FRONTENAC**  
**PLANNING AND ZONING COMMISSION**  
**REGULAR MEETING**  
**VIA VIDEO-CONFERENCING**  
**TUESDAY, DECEMBER 28, 2021, 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 Mr. Kin Watkins, Chairperson.

B. **ROLL CALL:** The other members present were:

Kin Watkins

Bob Bauer

Kim Jackman Tompras

Chris Kehr

Aldersperson Tom O'Brien

Building Consultant, Ellen Rottjakob; Building Commissioner, Jared Reid; City Administrator, Jaysen Christensen; and City Attorney, Edward Sluys were also in attendance.

Mayor Kate Hatfield and Aldersperson Dan Millman were also in attendance.

C. **APPROVAL OF AGENDA:**

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

Motion to approve the agenda was made by Mr. Kehr and was seconded by Ms. Tompras. All commission members voted "Aye"; the motion passed unanimously.

D. **APPROVAL OF MINUTES:**

Chairperson Watkins asked for a motion to approve July 27, 2021 and November 30, 2021, meeting minutes.

Motion to approve the meeting minutes of July 27, 2021 and November 30, 2021 was made by Mr. Kehr and was seconded by Ms. Tompras. All commission members voted "Aye"; the motion passed unanimously.

E. **CHAIRMAN'S COMMENTS:**

Mr. Watkins made no comments.

F. **COMMENTS BY COMMISSION MEMBERS:**

No comments were made by any commission members.

**G. PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS)**

Dusty Ferderko a resident of Westwood, a surrounding property owner to the Simon project was on the call.

**H. ZONING ADMINISTRATOR’S REPORT:**

No comments were made by Mr. Reid or Ms. Rottjakob.

**H. UNFINISHED BUSINESS:**

None

**I. NEW BUSINESS:**

1. **PZ07122821-01 & PZ122821**: Request approval to amend the Frontenac Zoning map from R-1 single family residential to PD-R, planned development residential for property located at 11411 North Forty Drive and request to approval of a preliminary development plan for an 11-lot single-family residential development by Simon Homes, for property located at 11411 North Forty Drive.

Mr. Barry Simon was the presenter of the proposal. He presented his team and provided information via a Power Point which is attached to this set of minutes. He described how his proposed project meets several of the objectives required for Planned Development designation. He said the challenges with this project is that it sits in two cities, the City of Frontenac and the Village of Westwood. He said there currently is a commercial use building on the property, and the entire area is 5.74 acres; the proposed lot sizes are 17,180 square feet; 16.5% common ground; 30’ front building line; 36’ rear building line; lot sizes are 182’ deep; large backyards; and a landscape buffer around the perimeter. Proposed six homes on the west and five to the east. The grading plan for the property was shown. All surface water will be contained on-site. A landscape plan was presented. There is a tree protection plan, prepared by Rusty Sanders of Loomis & Associates. Mr. Simon presented the preliminary development schedule which he hopes to start in April 2022, after approval by the City of Frontenac. Mr. Simon stated he has support from most of the surrounding homeowners, except two Frontenac properties, however, they did not receive objections.

The homes are single family unattached homes, which are fee simple, where the homeowners own the home and land. The models offer two or three car garages, and most range between 2,700 to 5,000 square feet, with finished lower levels, which will add an additional 1,200 to 1,400 square feet. The homes are brick and stone on all four sides. Starting price is \$1.1 million, closing price is estimated to be between \$1.3 to \$1.4 million. The target market is the empty nesters. Mr. Simons presented the different plans of homes.

There were some questions from the commission members. Mr. Simon clarified the term villa and said there will be one landscaping company for the development. Mr. Watkins asked about front entry vs side entry garages and whether Mr. Simon would consider eliminating one of the homes to allow adequate space for the remaining 10 homes to have side-entry garages. There was some

discussion about this topic. Mr. Simon stated their numbers won't work if they eliminate one of the homes and noted the McBride villas have front entry garages.

Mr. Ferderko had several questions about the project, in particular the question of the landscaping plan, which was answered by Rusty Sanders of Loomis. There was also some discussion about the water run-off and how it will drain. The swale and storm water detention basin were discussed and how stormwater runoff from the site will drain to the storm sewer.

Ms. Tompras asked about the zoning and whether approving the project would create non-conforming lots. Ms. Rottjakob said that is why it is being rezoned to a PD-R, planned development-residential, zoning classification, which allows greater flexibility for lot sizes.

There was a question by Mr. Watkins of the building of the houses in two different cities. Mr. Simon stated they have discussed everything with the two cities and the preliminary and final development plans and all building permits will be issued through Frontenac. Also, the city of Frontenac will do all fire services through Frontenac, and not the Creve Coeur Fire Protection District. All inspections and permitting will go through Frontenac, if agreed upon by Westwood.

Ms. Tompras asked to recommend the conditions, set forth, for rezoning, subject to Board of Alderpersons approval.

Mr. Christensen stated he would like to have something in writing regarding fire services to the entire site. Mr. Christensen said he believes the calls from the homes in Westwood would go to the Creve Coeur Fire Protection District. There was also discussion about several of the lots which would be in both cities. Mr. Christensen said wherever the majority lies, that is which city the home would be in.

Mr. Watkins stated he would entertain a motion for approval of the rezoning of PZ122821-01. There was discussion about the condition of approval recommended by staff. Ms. Rottjakob stated that the wording of the suggested condition of approval in the staff report should be corrected. It should say approval of the rezoning is subject to Planning & Zoning Commission approval of a Final Development Plan, not Board of Aldermen approval of a Final Development Plan. City Attorney Ed Sluys suggested that the motion state P&Z is recommending approval and adopting staff's condition of approval with the correction noted by staff.

**MOTION:** Motion made by Ms. Tompras and was seconded by Alderperson O'Brien to approve to rezone 11411 North Forty Drive from R-1 residential to PD-R planned development residential, and adopt staff's condition with the correction noted by staff:

- That the Planning & Zoning Commission approve a Final Development Plan for the subject property.

All the commissioners present voted "Aye". The motion was unanimous and passed by a vote of 5-0.

**MOTION:** Motion made by Mr. Kehr and was seconded by Ms. Tompras to approve the preliminary development plan, subject to staff’s recommended conditions:

- Preliminary and Final Subdivision Plat approval for the subject property from the city of Frontenac
- Architectural Review Board (ARB) review and approval of the five (5) home styles
- ARB review and approval of the Tree Preservation Plan and Landscape Plan submitted by the applicant
- MoDOT approval of the proposed access on N. Outer Forty Drive

All the commissioners present voted “Aye”. The motion was unanimous and passed by a vote of 5-0.

2. **PZ122821-03:** Request approval to amend the conditional use permit governing the tenant signage criteria for Frontenac Commons located at 2021 S. Lindbergh Boulevard.

Ms. Rottjakob said this is a request to amend the conditional use permit to allow the change in the signage. Mr. Gary Cowles was the representative for DESCO. Mr. Cowles stated this request was made by DESCO, as a different tenant is going in the building. This is for the business building, located at 2021 S. Lindbergh. Originally there were six retailers planned for the bottom floor and a main tenant on the second and third floors. The tenant layout has changed with three tenants, Stifel which occupies the second and third floors, H&H, a law firm on half of the first floor and 801 Local restaurant on the other half of the first floor. The law firm would like a 45 square foot sign facing the west, the parking lot side. 801 Local will request a 25 feet sign, which will follow the sign criteria in the original CUP. All signs will be halo lit. There was additional discussion by the committee. Ms. Rottjakob suggested his permit to allow a 45 square foot sign should expire if the law firm moves out. The signs are only proposed on the western side. Stifel signs are on the north and south corners of the building.

**MOTION:** A motion was made by Mr. Kehr and seconded by Ms. Tompras to amend the conditional use permit to allow one 45 square foot sign for H&H Law Firm subject to conditions in the staff report:

- The amendment to allow one 45 square foot wall sign is granted to Harrison Held, LLP only and shall expire at such time as this law office no longer occupies this space.
- Approval of this request does not supersede any other approvals or permits required for tenants occupying the office/retail building.

All commissioners present voted “Aye”. The motion was unanimous and passed by a vote of 5-0.

3. **PZ122821-04:** Establishment of a comp plan advisory committee.

Mr. Christensen said one of the requirements of the comp plan update is that an advisory committee is established, which would forward the recommendation of the comprehensive plan to the Planning & Zoning Commission. The advisory committee would be made up of the Chairman of

the Planning & Zoning Commission, Mr. Watkins; Mayor Hatfield and Alderperson O'Brien, and ex-officio members would be Mr. Christensen; Mr. Reid and Ms. Rottjakob.

Chairperson Watkins asked for a motion to approve the comp plan advisory committee.

**MOTION**: Mr. Bauer made a motion and Alderperson O'Brien seconded the establishment of the comp plan advisory committee. All commissioners voted "Aye". The motion was unanimous and passed by a vote of 5-0.

**J. ANNOUNCEMENT OF NEXT MEETING:**

The next scheduled meeting will be Tuesday, January 25, 2022 at 6:00 p.m.

**K. ADJOURNMENT:**

**MOTION**: A motion was made by Mr. Kehr and a second was made by Mr. Bauer to adjourn the meeting. All Commission members voted "Aye". The motion passed unanimously.

The meeting adjourned at 7:30 p.m.