

# CITY OF FRONTENAC



**MINUTES OF THE CITY OF FRONTENAC**  
**PLANNING AND ZONING COMMISSION**  
**REGULAR MEETING**  
**VIA AUDIO & VIDEO-CONFERENCING**  
**TUESDAY, AUGUST 25, 2020, 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:

Bob Bauer  
Chris Hyams  
Chris Kehr

Elizabeth Hartwig  
Kim Jackman Tompras  
Aldersperson Tom O'Brien

Building Commissioner & Zoning Administrator, John Morgan; City Administrator, Jaysen Christensen; City Clerk, Leesa Ross; and City Attorney, Edward Sluys were also in attendance.

Mayor Kate Hatfield and Aldersperson Kemper were also 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 Ms. Tompras and was seconded by Ms. Hartwig. All commission members voted "Aye"; the motion passed unanimously.

D. **APPROVAL OF MINUTES:**

Chairperson Watkins asked for a motion to approve the minutes of July 28, 2020, meeting minutes.

Motion to approve the minutes of July 28, 2020, Planning & Zoning Commission meeting minutes was made by Mr. Kehr and seconded by Ms. Tompras, all commission members voted "Aye"; motion passed unanimously.

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

No comments

F. **CHAIRMAN'S COMMENTS:**

Chairperson Watkins made no comments.

G. **COMMENTS BY COMMISSION MEMBERS:**

No commission members made comments at this time.

**H. ZONING ADMINISTRATOR’S REPORT:**

Mr. Morgan stated it was announced at the Board of Alderpersons meeting that he has submitted a letter to Mr. Christensen that he will be retiring on January 5, 2021. He said Mr. Christensen plans to begin the process to replace him and they hope to have someone in place by December.

**I. UNFINISHED BUSINESS:**

1. PZ072820-01: Request approval of a revision for the R-3 Development Plan for 1412 South Spoede Road (formerly 1396-1440 South Spoede Road) for the development of the St. Louis County Administrative Offices. (Zoned R-3)

The library representatives present were Ms. Kristen Sorth, Director of the St. Louis County Library, Mr. Matthew McBride, attorney with Lashley Baer, and Mr. David Hirschbrehler, architect. Ms. Sorth stated the library hours will be until 5:00 p.m. daily, with office personnel reporting for hours of 7:00 to 3:30; 7:30 to 4:00, 8:00 to 4:30 and 8:30 to 5:00 p.m., Monday through Friday. She said there will be no one at the location past 5:00 p.m. except for special evening meetings. She stated other personnel such as maintenance workers, and truck drivers will be there as early as 6:00. She stated the vehicles of the maintenance crews will leave between at approximately 6:30 or 7:00 a.m. and the other trucks, and bookmobiles will leave around 8:30 a.m. and come back in the afternoon between 2:00 p.m. and 3:00 p.m. She stated the vehicles will back up one time a day in the afternoon, when they return. She stated they will only pull out in the morning.

Alderperson Kemper asked about the employees recently laid off. Ms. Sorth stated they were part-time branch employees who worked several evenings and on Saturdays. Mr. Watkins asked with COVID, would the library have a full staff at this new location Ms. Sorth stated yes, these employees are working full-time in the office and she expects all of them to work in the office when the new building is completed.

There were no questions from the public or any additional questions from the commission members.

**MOTION:** Mr. Kehr made a motion and Ms. Tompras made a second to the motion to approval the revisions for the R-3 Development Plan for 1412 South Spoede Road (formerly 1396-1440 South Spoede Road) for the development of the St. Louis County Administrative Offices (Zoned R-3) and forward it to the Board of Alderpersons. All Commission members present voted “Aye”. Motion passed by a vote of 7-0.

Ms. Sorth and the other library representatives thanked the Planning & Zoning Commission thanked thm for their approval,

**J. NEW BUSINESS:**

2. PZ082520-01: Request for an amendment to the final development plan for 2001-2051 South Lindbergh for a roof cover over the exterior restaurant patio at 2021 South Lindbergh. (Zoned PDC)

Mr. George Stock of George Stock and Associates was the representatives for TDG. He requested approval of the request outlined in Mr. Morgan's report. He stated the request is to consider the additional of a patio to be placed on the west side of three-story office building.

Aldersperson O'Brien asked if there would be music on the patio. Mr. Stock stated no, there would be no outdoor speakers. Mr. Watkins stated he believes the outdoor square footage is not changing. Mr. Stock stated he was correct, the square footage is not changing, they are just adding a roof, lighting and ceiling fans.

**MOTION:** Mr. Kehr made a motion and Mr. Hyams made a second to the motion to approve the final development plan for 2001-2051 South Lindbergh. for a roof cover over the exterior restaurant patio at 2021 South Lindbergh (Zoned PDC) with the stipulations in the staff report which states, no signage is part of this approval; the patio lighting is only to be on during the hours of operations; and the Architectural Review Board's approval of the final design. All Commission members present voted "Aye". Motion passed by a vote of 7-0.

2. **PZ082520-02:** Review and make recommendation to the Board of Aldermen regarding a proposed revision to the subdivision regulations for boundary adjustments.

Mr. Sluys stated at the last meeting there was a recommended approval of the moratorium, which was put in place by the Board of Alderspersons at their August meeting. He explained if someone has two non-conforming lots are more, Mr. Morgan can administratively approve the boundary adjustment. There is a thought that lots need to be in full compliance of conformity and can be completed by the building commissioner. The added language deals with the non-conforming uses which goes against the grain. If someone has four or three lots and they want to build, they can now subdivide four lots into two lots and build on 50' x 100' lots, which are non-conforming lots, as the buildable lot sizes are 75' x 100' lots. The new process would only allow Mr. Morgan to approve 75'x100' lots and any lots which will be non-conforming, would have to request a boundary adjustment and go to the Planning & Zoning Commission for approval. Mr. Sluys stated one awkward area in the bill refers to the common ownership contributes, for common ownership not common control. He stated the moratorium is in place for six months. They have time to make changes and are within time of the moratorium.

Ms. Tompras asked how many requests for boundary adjustments does Mr. Morgan receive. Mr. Morgan stated three to four a year. There are approximately 21 lots which are affected by this bill. He said some are in the back of Donoho, where there is no road. He said since the moratorium language there have been no new applications. There was additional discussion by the commission members.

Mr. Morgan stated the city does not want buildings to straddle multiple lots. He said he struggled with this for a while, He said Honda Frontenac had 40 lots, which were eventually consolidated into two lots.

Ms. Tompras asked is this the only time the Planning & Zoning Commission would review boundary adjustments and asked should they add additional provisions as to when they would need to look at other boundary adjustments in the area. There was discussion by the commission and Mr. Sluys and Mr. Morgan both stated they wanted solid regulations and did not want decisions to be subjective.

Ms. Tompras asked maybe we want to consider adding language to give Mr. Morgan the option to have the Planning & Zoning Commission review a request in certain situations. Mr. Morgan started he does not have a lot of leeway, other than to stamp approve. It was started the adjustments have not favored the residential character of the neighborhood.

Mr. Sluys said this was highlighting an issue that reduces non-conformity on paper, but increases the non-conformity in reality. The main purpose is how to address that situation. Right now, Mr. Morgan is administratively required to accept that and approve it.

Mayor Hatfield stated she hopes to address this issue in the comp plan update, which is currently on hold. She said it is a unique situation in WEP that does not occur any place else. She said this made a lot of people really unhappy.

Ms. Tompras again asked if the Planning & Zoning Commission should evaluate adding stipulations to the automatic approval. Mr. Morgan stated this makes the process simple, you either comply or go to the Planning & Zoning Commission for a boundary adjustment. He discussed any issues that arise in the R-1 District, but said there are very few, and if the lots are less than one acre and are non-conforming lots, they tear the houses down and build a new home.

Mr. Morgan stated this provides a solution, if it is an existing non-conforming lot, they become a conforming lot or go for a boundary adjustment.

**MOTION:** A motion was made by Mr. Kehr and a second was made by Alderperson O'Brien to recommend approval to the Board of Alderperson regarding a proposed revision to the subdivision regulations for boundary adjustments. All Commission members present voted "Aye". The motion passed by a vote of 7-0.

**K. ANNOUNCEMENT OF NEXT MEETING:**

Tuesday, September 22, 2020 at 6:00 p.m.

Mr. Morgan stated that Brookfield Properties has assisted with bringing Brooks Brothers out of bankruptcy and they may be looking at another location in the mall. He stated Brooks Brothers should be opening soon.

**L. ADJOURNMENT:**

**MOTION:** A motion was made by Alderperson O'Brien and a second by Mr. Bauer was made to adjourn the meeting. All Commission members voted "Aye". The motion passed unanimously, 7-0.

The meeting adjourned at 6:53 p.m.