

# CITY OF FLORISSANT



## PLANNING AND ZONING COMMISSION MINUTES

Tuesday, September 5, 2023

The Florissant City Council met in regular session at Florissant City Hall, 955 Rue St. Francois on Tuesday, September 5, 2023 at 7:00 PM with Chairman Olds presiding.

### **I. Roll Call**

On Roll Call the following members were present: Allen Minks, Steve Olds, Robert Nelke, John Martine, Dan Sullivan, Lou Jearls, and Lee Baranowski. Also present was Phil Lum, Building Commissioner, and Savanna Burton, Deputy City Clerk. A quorum being present the Planning and Zoning Commission was in session for the transaction of business

### **II. Approval of Minutes**

8-21-2023. **P&Z Minutes 8-21-2023**

Chairman Olds made a motion to approve the minutes from August 21, 2023, seconded by Jearls. Motion carried.

### **III. Announcements/Comments**

There were none.

### **IV. LHDC Business**

There were none.

### **V. Old Business**

PZ-0821- Special Use Permit - 1169 N Highway 67 (Taste, LLC)  
23-4. Tequila D Clark  
2460 Center Ave  
Jennings, MO 63136

Request recommended approval of a Special Use Permit to allow for a Sit-Down and Carry-out Restaurant in an existing 'B-3' Extensive Business District.

Nothing received by 8/30/23, staff recommends continuance.

Tequila Clark, petitioner, noted the location does not currently have a parking share agreement and is struggling to contact the other property owner.

Chairman Olds made a motion to continue the item to October 2, 2023, seconded by Martine. Motion carried.

**VI. New Business**

PZ090523- Preliminary Plat Approval - 3200 Lot B, N Highway 67 (All-Tru Credit Union)  
2. Ward 9

Clay Vance  
Vance Engineering  
10537 Lackland  
St Louis, MO 63114

Request approval of a Preliminary Plat in an existing 'B-3' Extensive Business District.

Phil Lum noted the preliminary plat was reviewed and approved by the city engineer and no changes have been made to the plans since the previous approval. Clay Vance, petitioner, also mentioned the drawings were the same as those from December 2022. Mr. Vance noted Missouri Sewer District has now approved the development.

Chairman Olds moved to approve the preliminary plat as presented, per the Preliminary Plat drawing attached at 3200 N Highway 67 and recommend that the Final Plat be presented and reviewed by the Planning & Zoning Commission.

Seconded by Minks. On roll call, the commission voted as follows:

**VOTING**

Motion by: Olds, Steven  
Second by: Minks, Allen

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			
Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee	X			

PZ090523- Recommend Approval Final Plat - 3200 Lot B, N Highway 67 (All-Tru Credit Union)  
3. Ward 9

Clay Vance  
Vance Engineering  
10537 Lackland  
St Louis, MO 63114

Request recommended approval of a Final Plat in an existing 'B-3' Extensive Business District.

Phil Lum noted the final plat was reviewed by the City Engineer. Clay Vance noted access to the property comes off an existing entrance.

Chairman Olds made a motion to recommend approval the final plat as presented, per the Final Plat drawing attached at 3200 for 3200 Lot B and recommend that the Final Plat be forwarded for consideration by the City Council.

Seconded by Nelke. On roll call, the Commission voted as follows:

**VOTING**

Motion by: Olds, Steven  
Second by: Nelke, Robert, Jr.

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
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Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			
Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee	X			

PZ090523- Recommend Approval of a 'B-5' - 3200 Lot B, N Highway 67  
8. (All-Tru Credit Union)  
Ward 9

Clay Vance  
Vance Engineering  
10537 Lackland  
St Louis, MO 63114

Phil Lum noted item 8 was the same design and staff report as previously reviewed and approved by the commission in December 2022. The request is to rezone the business to a 'B-5'. Mr. Lum stated the parking does not comply with the parking code as it shows 15 parking spots to provide enough parking for employees and customers. Mr. Baranowski questioned the setbacks of the monument sign. Mr. Lum noted the sign is in front of the building setbacks, but with the location off the highway, the commission can approve the location.

Kevin Kelroy, petitioner, noted the efis was replaced with the hardiboard and the trash gate was changed per the request. He noted everything was approved as shown last year and the stone and hardiboard all have at least a 30-year guarantee.

Chairman Olds made a motion to recommend approval of a 'B-5' located at 3200 N Highway 67, Lot B with the stipulation that a Final Plat be approved prior to building permit issuance.

B-5 Ordinance recommended:

1. PERMITTED USES

The use permitted in this 'B-5' Planned Commercial District shall be limited to a those Uses permitted in the 'B-3' District without a Special Use Permit which includes a Bank (Credit Union).

2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS

The building shall be limited to existing building with a square footage of approximately 2400 square feet. The main building shall remain as depicted on the recorded Site Development Plan presented and consistent with the Alltru Credit Union Packet, attached.

3. PERFORMANCE STANDARDS

Uses within this 'B-5' Planned Commercial District identified herein shall conform to the most restrictive performance standards as set forth in section 405.135 of the Florissant Zoning Code.

5. FINAL SITE DEVELOPMENT PLAN GENERAL CRITERIA

The above Final Site Development Plan shall include the following:

- Location and size, including height of building, landscaping and general use of the building.
- Gross square footage of building.

c. Existing and proposed roadways, drives, and sidewalks on and adjacent to the property in question.

d. Location and size of parking areas and internal drives.

e. Building and parking setbacks.

f. Curb cut locations.

g. Existing proposed contours at intervals of not more than two (2) feet.

h. Preliminary storm water and sanitary sewer facilities.

i. Identification of all applicable cross-access and cross-parking agreements.

## 6. FINAL SITE DEVELOPMENT PLAN CRITERIA

The above Final Site Development Plan shall adhere to the following specific design criteria:

a. Structure Setbacks.

(1) No building, excluding retaining walls and light standards shall be located within forty (40) feet of the right-of-way of North Highway 67.

(2) The setbacks shall be as approved by the Planning and Zoning Commission.

b. Parking, Loading and Internal Drives Setbacks.

(1) Parking, loading spaces, internal drives and roadways shall be located in accordance with the Site Development Plan attached.

(2) All of the setbacks depicted on the Preliminary Development Plan are approved but may be modified with the approval of the Planning and Zoning Commission.

c. Minimum Parking/Loading Space Requirements.

(1) Parking regulations shall be as required by 405.225 of the Florissant Zoning Code, except as otherwise varied herein. There shall be a total of 15 parking spaces.

d. Road Improvements, Access and Sidewalks.

(1) The Director of Public Works, the Missouri Department of Transportation (MODOT) and St. Louis County Department of Highways shall approve any new work in the North Highway 67 right-of-way. The property owner shall comply with all requirements for roadway improvements as specified by the Director of Public Works and MODOT in approving new work.

e. Lighting Requirements.

Lighting of the property shall comply with the following standards and requirements:

(1) All site lighting shall be directed downward and inward to reduce glare onto the adjacent properties and roads.

(2) Lighting shall perform consistently with photometric plan presented.

f. Sign Requirements.

(1) All signage shall comply with the City of Florissant sign ordinance.

(2) wall signs shall be as shown on elevations.

(3) Ground sign location shall be as shown on Site Signage Plan.

g. Landscaping and Fencing.

(1) Landscaping shall be in accordance with the Site Development Plan attached, except as amended herein.

(2) Any modifications to the landscaping plan shall be reviewed and approved by the Planning and Zoning Commission.

h. Storm Water.

Storm Water designs and drainage facilities shall comply with the following standards and requirements:

(1) Written approval of any required below ground storm water detention by the Metropolitan St. Louis Sewer District shall be filed with the Department of Public Works.

(2) The Director of Public Works shall have reviewed storm water plans to assure that storm water flow will have no adverse affect the neighboring properties or roads.

i. Miscellaneous Design Criteria.

(1) All applicable parking, circulation, sidewalks, and all other site design features shall comply with the Florissant City Code.

(2) The minimum yard requirements shall be as shown on the Site Development Plan attached.

(3) All dumpsters shall be contained within a trash enclosure constructed of material to match the building with gates that are solid metal, metal reinforced vinyl or metal picket type with a maximum spacing of the pickets of 2 inches.

(5) All storm water and drainage facilities shall be constructed, and all landscaping shall be installed, prior to occupancy of the building, unless remitted by the Director of Public Works due to weather related factors.

(6) All mechanical equipment shall be roof mounted and screened from view by the building parapet walls. All electrical equipment shall be properly screened with landscaping as required by section 405.245 of the Florissant Municipal Code.

(7) Unless and except to the extent otherwise specifically provided herein, the Final Site Development Plan shall comply and be in accordance with all other ordinances of the City of Florissant.

**7. AMENDMENTS TO THE SITE AND EXTERIOR BUILDING PLANS:**

Any changes to the approved plans attached hereto must be reviewed by the Building Commissioner. The Building Commissioner must make a determination as to the extent of the changes per the following procedure:

1. The property owner or designate representative shall submit in writing a request for an amendment to the approved plans. The building commissioner shall review the plans for consistency with the purpose and content of the proposal as originally or previously advertised for public hearing and shall make an advisory determination.

2. If the building commissioner determines that the requested amendment is not consistent in purpose and content with the nature of the purpose as originally proposed or previously advertised for the public hearing, then an amendment to the special use permit shall be required and a review and recommendation by the planning and zoning commission shall be required and a new public hearing shall be required before the City Council.

3. If the building commissioner determines that the proposed revisions are consistent with the purpose and content with the nature of the public hearing then a determination of non-necessity of a public hearing shall be made.

4. Determination of minor changes: If the building commissioner determines that an amendment to the special use permit is not required and that the changes to the plans are minor in nature the Building Commissioner may approve said changes.

5. Determination of major changes: If the Building Commissioner determines that an amendment to the 'B-5' is not required but the changes are major in nature, then the owner shall submit an application for review and approval by the Planning and Zoning commission.

**12. VERIFICATION PRIOR TO OCCUPANCY PERMIT**

Submit Final Development Plan for approval prior to recording per City Code Section 405.135.

**13. GENERAL DEVELOPMENT CONDITIONS.**

a. Unless, and except to the extent, otherwise specifically provided herein, development shall be effected only in accordance with all ordinances of the City of Florissant.

b. The Department of Public Works shall enforce the conditions of this ordinance in accordance with the Final Site Development Plan approved by the Planning & Zoning Commission and all other ordinances of the City of Florissant.

#### 7. PROJECT COMPLETION.

Any new Construction shall start within 90 days of the issuance of building permits, and the development shall be completed in accordance of the final development plan within 365 days from start of construction.

Seconded by Martine. On roll call, the commission voted as follows:

#### **VOTING**

Motion by: Olds, Steven

Second by: Martine, John

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			
Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee	X			

PZ090523- 2409 N Highway 67 (American Freight)

4. Ward 9

Brian Hendren

Springfield Sign

4825 E Kearney St

Springfield, MO 65803

Request approval of a sign over 40 s.f in an existing 'B-5' Planned Commercial District.

Phil Lum noted the sign measured 76.64 s.f. Mr. Baranowski noted the business was set back in the complex. Brian Hendren noted the new sign will be on the efis of the building and will be a front lit sign.

Chairman Olds made a motion to approve of wall sign of 76.64 s.f. as shown on attached sign design plans attached.

Seconded by Nelke. On roll call, the commission voted as follows:

#### **VOTING**

Motion by: Olds, Steven

Second by: Nelke, Robert, Jr.

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			
Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee	X			

PZ090523- 1491 Dunn (Taco Bell)  
5. Ward 7  
Jeanne Armando  
MRV Architects, Inc.  
5105 Tollview Dr., Suite 201  
Rolling Meadows, IL 60008

Request ratification of a minor change to allow for exterior changes in an existing 'B-5' Planned Commercial District.

Phil Lum noted the changes were non-masonry to replace clearance bars, paint light poles, add new bollards, paint trash enclosures, replace the menu canopy, and identify mobile order stations. Jeanne Armando noted the changes will leave the brick, but make changes to the efis with colors of gray, tan, and purple being added.

Chairman Olds made a motion ratify conditional approval of the Building Commissioner, of a minor change to previously approved façade improvements, located at 1491 Dunn Rd (Taco Bell), in an existing 'B-5' Planned Commercial District, in accordance with the drawings shown on plans by MRV Architects, dated 8/22/23.

Seconded by Minks. On roll call, the commission voted as follows:

### **VOTING**

Motion by: Olds, Steven  
Second by: Minks, Allen

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			
Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee	X			

PZ090523- 2 Menke (Jorville LLC)  
6. Ward 6  
John A Marshall  
901 N Highway 67  
Florissant, MO 63031

Request recommended approval of a Special Use Permit to allow for the operation of a Vehicle/RV Storage Facility in an existing 'B-3' Extensive Business District.

Phil Lum stated the greenspace on the property was over 30% of the property. He noted there will be 12 9 by 20 vehicle spots, 16 12 by 30 spots, and 10 12 by 40 spots for RV storage. He noted the fencing allowed does not follow the setbacks, but could be approved if the commission believes it is a benefit to the community. Mr. Lum stated the lot proposal is similar to the Marty Cancilla auto lot. Mr. Baranowski noted the previous business was a lot which stored cars bought online until they were picked up.

John Marshall, petitioner, noted the RV storage lot would add variety to the area. He stated the lot would be resurfaced and signage would be on the officer building the separate the storage lot from the restaurant and security cameras would be located on the property. Mr. Marshall also noted the vehicles would mostly be RVs, boats, box trucks, and food trucks.

Chairman Olds made a motion to recommend approval of a Special Use, to allow for a Vehicle and RV Storage establishment at 2 Menke located in a 'B-3' Extensive Business District, with the following restrictions to become part of the record:

1. All customer and employee parking shall be clearly identified and approved by Public Works.
2. Landscape shown shall meet the size and type of shrubs and trees identified in the City Landscape and Screening code, section 405.245.
3. All lighting shall be directed down and shielded so as not to be directed into surrounding park or residentially zoned properties.
4. Fence: slats shall be specified to meet 90% opacity. All fence parts shall be of matching color.
5. Lot to be repaved and/or repaired

Seconded by Baranowski. On roll call, the commission voted as follows:

#### **VOTING**

Motion by: Olds, Steven

Second by: Baranowski, Lee

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			
Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee	X			

PZ090523- SUP 2188/2190 N Waterford (Latte Lounge Expansion)

7.

Ward 9

Nyshaun Harvey

2190 N Waterford

Florissant, MO 63031

Request recommended approval of a Special Use Permit to allow for the expansion of an existing restaurant in an existing 'B-3' Extensive Business District.

Phil Lum noted this is an expansion of a current business which has 3 existing bathrooms. He stated with 28 seats, the petitioner would need to have at least 2 ADA compliant restrooms per the 2021 International Existing Building Code. Nyshaun Harvey noted the expansion is to removal the wall and allow for more comfortable seating such as couches. She noted the structure of the building only allows for one bathroom to be made ADA compliant and she would be willing to lower her capacity to meet the code. Ms. Harvey stated she would send revised drawings as soon as she could.

Chairman Olds made a motion to continue item 7 to the September 18, 2023 meeting, seconded by Jearls. On roll call, the commission voted as follows:

#### **VOTING**

Motion by: Olds, Steven

Second by: Jearls, Lou

COUNCIL MEMBERS	YES	NO	ABSTAIN	RECUSE
Olds, Steven	X			
Minks, Allen	X			
Jearls, Lou	X			



Sullivan, Dan	X			
Martine, John	X			
Nelke, Robert, Jr.	X			
Baranowski, Lee		X		

**VII. Adjournment**

Chairman Olds stated the next meeting will be held on Monday, September 18, 2023 at 7:00pm.

Mr. Baranowski moved to adjourn the meeting, seconded by Nelke. Motion carried, meeting adjourned at 8:55 p.m.

Adjourned at 8:55 p.m.

Respectfully submitted,

Savanna B Burton  
Savanna B Burton, CMC/MRCC  
Deputy City Clerk