

CITY OF FLORISSANT



Planning and Zoning Commission
Unofficial Planning & Zoning Minutes
September 7, 2021

Table of Contents

Page Number

Roll Call/Minutes

Page 2

600 Florland Dr
(formerly Snow White Daycare)

Page 2-3

2409 N Highway 67
(Spirit Halloween)

Page 3

Change in Zoning Code
(Wards 1-9)

Page 3

Adjournment

Page 4

CITY OF FLORISSANT



The Planning and Zoning Commission of the City of Florissant in the Council Chamber at 955 rue St. Francois on Monday, September 7, 2021 at 7:00 p.m. with Chairman Olds presiding.

Roll Call

On Roll Call the following members were present: Tim Lee, Lee Baranowski, Allen Minks, Steve Olds, and Robert Nelke. John Martine and David Smith were excused. 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.

Approval of Minutes

Mr. Olds moved to approve Meeting Minutes of August 16, 2021, seconded by Minks. Motion carried.

LHDC Business

Phil Lum stated the LHDC reviewed the plans for Hope Fellowship Church located at 1171 St. Michael Street. Mr. Lum stated the building would follow an 1890 simple structure and the designs were supported by the LHDC.

Old Business

Item 1 1171 St. Michael St (Hope Fellowship Church)

PZ071921-7 Approved – Ward 6

Request approval of a Site Development Plan, located at 1171 St Michael St in an 'R-4' Single Family Dwelling District to allow for the development of a new church.

Phil Lum stated the zoning is permitted in an 'R-4' Single Family Dwelling District without council approval. Mr. Lum stated the owners would like to combine both lots and the house on the lot currently would be used by the church. The church will be a similar design to the current house with 1890's style design, a digital sign, and gravel parking lot rather than asphalt to preserve the look of the property. Mr. Lum stated the property will have 180 sq. ft. of landscaping and 15 parking spaces as well as covered/screen HVAC system on the exterior of the church.

David McCurrach, church pastor, stated the property was purchased from a family to create the church with a commitment to preserve the house while also restoring it. Mr. McCurrach said they allocated \$20,000 to renovate and restore the house as well as put the house on the historic registry. He stated they may donate the house to the city later if the city is interested. Mr. McCurrach wants the church to remain a small community church. He stated the installer suggested a chip and seal parking lot after the gravel has time to settle and to add greenspace with a walkway added to give residents access to the park. Mr. Baranowski suggested the owner check the registry requirements prior to starting renovations on the home.

Chairman Olds made a motion for the approval of the Site Development Plan, illustrated by submission documents:

- G001 dated 8/20/21 by DL Design.
- Site Development Plan Cover Sheet 6 sheets dated 6/29/21 by Vance Engineering, Inc.: project shall include brick look sidewalks and gravel chips on sealer for finished parking area.
- G002 dated 8/20/21 by DL Design.
- A101 dated 8/20/21 by DL Design.
- A201 dated 8/20/21 by DL Design.
- A202 dated 8/20/21 by DL Design.
- A302 dated 8/20/21 by DL Design: Project shall include historic look wood siding or historic look cement siding.
- A401 dated 8/20/21 by DL Design.
- L-1 dated 8/31/21 by Eric Liwski Designs.
- Site Lighting Plan
- Fence diagram
- Site diagram with ground sign
- Gutters diagrams
- Roofing description

Site Development Plan shall comply with the regulations of the City of Florissant.

The motion was seconded by Nelke. On roll call the Commission voted: Lee yes, Baranowski yes, Minks yes, Olds yes, and Nelke yes. Motion passed.

New Business

Item 2 5 Paddock Hills Shopping Center (Simply Thai)

PZ090721-2 Approved – Ward 6

Request recommended approval of a Special Use Permit for a sit-down carryout restaurant, located at 5 Paddock Hills Shopping Center in a 'B-3' Extensive Business District.

Phil Lum stated Simply Thai is moving locations and needing to apply for a new Special Use Permit for the location.

Chairman Olds made a motion for recommended approval of a Special Use to allow for a sit-down carryout restaurant at **5 Paddock Hills Shopping Center** in a ‘B-3’ Extensive Business District as shown on plans attached, subject to the conditions set forth below with these conditions being part of the record.

The motion was seconded by Minks. On roll call the Commission voted: Lee yes, Baranowski yes, Minks yes, Olds yes, and Nelke yes. Motion passed.

Item 2 2409 N Highway 67 (Spirit Halloween)

PZ081621-2 Approved – Ward 9

Request approval to allow for a seasonal sign over 40 s.f.

Mr. Lum stated the building was previously occupied by Ashley Furniture. The Spirit Halloween would be seasonal starting in August through November and the sign is over 40 sq. ft. but less than 100 sq. ft.

Michelle Sitton, petitioner, stated the sign would be removed before November 15 and installed August 20 with no modifications or structural changes.

Chairman Olds made a motion for the approval of a 75 s.f. seasonal sign, located at 2409 N Highway 67 (Spirit Halloween) in a ‘B-5’ Planned Commercial District as proposed and shown on attached sign design by Hightech signs and to be removed on or before November 15, 2021.

The motion was seconded by Martine. On Roll Call the Commission voted: Martine yes, Lee yes, Smith yes, Baranowski yes, Minks yes, Olds yes, and Nelke yes. Motion passed.

Item 3 2925 N Highway 67 (Take 5 Carwash)

PZ090721-3 Approved – Ward 9

Request recommended approval to rezone to ‘B-5’ (Take 5 Carwash) located in a ‘B-3’ Extensive Business District to allow for a new tunnel carwash.

Phil Lum stated the project is a rezoning from a ‘B-3’ to a ‘B-5’ with the demolition of the current building which will contain 22 parking spots. Matthew Gilbert, petitioner, stated the Take 5 Carwash has hundreds of locations around the country and construction is typically completed after 5 months. Mr. Gilbert stated the carwash would have an eight (8) car capacity with about four (4) cars using it at a time. He noted the sign ordinances would be reviewed and the new signs would comply. Mr. Lee made a motion to amend line 129 to read “Trash container shall meet or exceed city trash enclosure requirements.”, seconded by Minks. Motion passed unanimously.

Chairman Olds made a motion to recommend approval to amend the B-5, as depicted by the attached drawings plans Site Plan C-100, C-300, C-310, C-600, Landscape Plan LP-1 , LP-2 all dated 08/06/21 by JM Civil, Floor Plan and Elevations dated 8/12/21 and lighting Plan dated 8/16/21, subject to the regulations of a 'B-5' Planned Commercial District, with permitted uses allowed being a car wash, those within the B-3 "Extensive Business District" without a Special Permit, and the following additional requirements:

1. PERMITTED USES

The uses permitted for this property shall be limited to car wash, those within the B-3 "Extensive Business District" without a Special Permit. Other uses than those permitted shall require approval by amendment to this 'B-5' Ordinance.

2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS

The building space shall be limited to a single story 4164 SF car wash, with uses permitted within the B-3 "Extensive Business District" without a Special Permit.

3. PERFORMANCE STANDARDS

In addition to all other requirements, uses within the "B-5" Planned Commercial District shall conform to the most restrictive performance standards as follows:

1. Vibration. Every use shall be so operated that the maximum ground vibration generated is not perceptible without instruments at any point on the lot line of the lot on which the use is located.
2. Odor. Every use shall be so operated that no offensive or objectionable odor is perceptible at any point on the lot line on which the use is located.
3. Smoke. Every use shall be so operated that no smoke from any source shall be emitted of a greater density than the density described as No. 1 on the Ringelmann Chart as published by the United States Bureau of Mines.
4. Toxic gases. Every use shall be so operated that there is no emission of toxic, noxious or corrosive fumes or gases.
5. Emission of dirt, dust, fly ash and other forms of particulate matter. Emission of dirt, dust, fly ash and other forms of particulate matter shall not exceed eighty-five one-hundredths (0.85) pounds per one thousand (1,000) pounds of gases of which amount not to exceed five-tenths (0.5) pound per one thousand (1,000) pounds of gases shall be of such size as to be retained on a 325-mesh U.S. standard sieve. In the case of emission of fly ash or dust from a stationary furnace or a combustion device, these standards shall apply to a condition of fifty percent (50%) excess air in the stack at full load, which standards shall be varied in proportion to the deviation of the percentage of excess air from fifty percent (50%).
6. Radiation. Every use shall be so operated that there is no dangerous amount of radioactive emissions.
7. Glare and heat. Any operation producing intense glare or heat shall be performed in an enclosure in such a manner as to be imperceptible along any lot line.
8. Screening.
 - a. All mechanical equipment, air-handling units, cooling towers, condensers, etc., on roof or grade shall be screened architecturally in such a manner as to be a part of the design of the building.

b. Incinerators and stacks shall be enclosed in the same material as the main exterior building material.

4. TRASH ENCLOSURES

Trash container shall meet or exceed city trash enclosure requirements.

5. PLAN SUBMITTAL REQUIREMENTS

Final Development Plan shall include improvements as shown on drawings attached, including entire property, trash enclosures, landscape, lighting and legal description.

3. SITE DEVELOPMENT PLAN CRITERIA:

a. Height, Area And Bulk Restrictions:

1. Height, Area And Bulk Regulations. The height, area and bulk regulations for uses in the "B-3" Extensive Commercial District

b. Internal Drives:

(1) There shall be parking as shown on plans attached.

c. Minimum Parking/Loading Space Requirements.

(1) There shall be a minimum of **22** parking spaces provided on the property.

d. Road Improvements, Access and Sidewalks (not applicable)

e. Lighting Requirements.

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

(1) The light level for parking lot lighting shall be as shown on attached photometric plan.

(2) All site lighting and exterior building lighting shall be directed down and inward

f. Sign Requirements.

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

g. Landscaping and Fencing.

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

(2) An automatic permanent irrigation system shall be designed and installed to cover all landscaped areas.

h. Storm Water.

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

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

(2) No building permits shall be issued until the storm water plan has been approved by the St. Louis Metropolitan Sewer District.

i. Miscellaneous Design Criteria.

- (1) All applicable parking, circulation, sidewalks, and all other site design features shall comply with the Florissant City Code.
- (2) All dumpsters and grease containers shall be contained within a trash enclosure with gates compatible with existing building.
- (3) 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.
- (4) All mechanical equipment, electrical equipment, and communication equipment shall be screened in accordance with the Florissant Zoning Code.
- (5) The exterior design of the buildings shall be constructed in accordance with the renderings as approved by the Florissant Planning and Zoning Commission and attached hereto.
- (6) All other requirements of the Florissant Municipal Code and other ordinances of the city shall be complied with unless otherwise allowed by this ordinance.

7. FINAL SITE DEVELOPMENT PLAN

A final site development plan shall be submitted to the Building Commissioner to review for compliance with the applicable "B-5" Planned Commercial Development ordinance prior to recording. Any variations from the ordinance approved by the City Council and/or the conceptual plans attached to such ordinance shall be processed in accordance with the procedure established in the Florissant Zoning Code.

8. 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 shall 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.

- 286 5. Determination of major changes: If the Building Commissioner determines that an
287 amendment to the B-5 is not required but the changes are major in nature, then the
288 owner shall submit an application for review and approval by the Planning and Zoning
289 commission.
290

291 **9. VERIFICATION PRIOR TO OCCUPANCY PERMIT**

- 292 a. Any new roadway improvements shall be completed prior to the issuance of any final
293 occupancy permit.
294 b. Any new stormwater detention shall be completed prior to the issuance of any occupancy
295 permit.
296 c. All fencing and/or landscaping intended as screening properties shall be completed prior
297 to the issuance of any occupancy permit, unless remitted by the Director of Public
298 Works due to weather related factors.
299

300 **10. GENERAL DEVELOPMENT CONDITIONS.**

- 301 a. Unless, and except to the extent, otherwise specifically provided herein, development
302 shall be effected only in accordance with all ordinances of the City of Florissant.
303 b. The Department of Public Works shall enforce the conditions of this ordinance in
304 accordance with the Final Site Development Plan approved by the Planning & Zoning
305 Commission and all other ordinances of the City of Florissant.
306

307 **9. PROJECT COMPLETION.**

308 Construction shall start within 90 days of the issuance of building permits for the project and shall be
309 developed in accordance of the approved final development plan within 12 months of start of
310 construction.

311 The motion was seconded by Lee. On Roll Call the Commission voted: Martine yes, Lee yes,
312 Smith yes, Baranowski yes, Minks yes, Olds yes, and Nelke yes. Motion passed.
313

314 **Item 4**

315 **1760, 1780, 1790 N Hwy 67 and 1615, 1645, 1675 N New Florissant Rd (Clement Olympic Motors)**

316 **PZ090721-4 Approved – Ward 6**

317 Request recommended approval to rezone to 'B-5' (Clement Olympic Motors) located in a 'B-3'
318 Extensive Business District to allow for redevelopment, including parking and building
319 expansions.
320

321 Mr. Lum stated the request is for an expansion from a 0.5 acre to a 2.5-acre property with a 6ft
322 vinyl screening fence, while adding more landscaping. Mr. Lee made a motion to amend line 40 to read
323 "Trash container shall meet or exceed city trash enclosure requirements.", seconded by Minks. Motion
324 passed unanimously. Richard Hill, architect, stated the new development will match the current
325 property including the new property purchased prior to the rezoning.

Chairman Olds made a motion to **Recommended Approval** rezone to a 'B-5' to allow for Site and Building Expansions in a 'B-3' Extensive Business District, as depicted by attached plans C-100 and L-101 dated 8/16/21 along with Floor Plan A101, Elevations A102 and A-103 by Premier Design Group.

The following restrictions, are hereby made part of the record:

1. PERMITTED USES

The uses permitted for this property shall be limited to car sales establishment and those Uses within the B-3 "Extensive Business District" without a Special Permit. Other uses than those permitted shall require approval by amendment to this 'B-5' Ordinance.

2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS

The building space shall be limited to a single story **4717 s.f.**

3. PERFORMANCE STANDARDS

In addition to all other requirements, uses within the "B-5" Planned Commercial District shall conform to the most restrictive performance standards as follows:

1. Vibration. Every use shall be so operated that the maximum ground vibration generated is not perceptible without instruments at any point on the lot line of the lot on which the use is located.
2. Odor. Every use shall be so operated that no offensive or objectionable odor is perceptible at any point on the lot line on which the use is located.
3. Smoke. Every use shall be so operated that no smoke from any source shall be emitted of a greater density than the density described as No. 1 on the Ringelmann Chart as published by the United States Bureau of Mines.
4. Toxic gases. Every use shall be so operated that there is no emission of toxic, noxious or corrosive fumes or gases.
5. Emission of dirt, dust, fly ash and other forms of particulate matter. Emission of dirt, dust, fly ash and other forms of particulate matter shall not exceed eighty-five one-hundredths (0.85) pounds per one thousand (1,000) pounds of gases of which amount not to exceed five-tenths (0.5) pound per one thousand (1,000) pounds of gases shall be of such size as to be retained on a 325-mesh U.S. standard sieve. In the case of emission of fly ash or dust from a stationary furnace or a combustion device, these standards shall apply to a condition of fifty percent (50%) excess air in the stack at full load, which standards shall be varied in proportion to the deviation of the percentage of excess air from fifty percent (50%).
6. Radiation. Every use shall be so operated that there is no dangerous amount of radioactive emissions.
7. Glare and heat. Any operation producing intense glare or heat shall be performed in an enclosure in such a manner as to be imperceptible along any lot line.
8. Screening.
 - a. All mechanical equipment, air-handling units, cooling towers, condensers, etc., on roof or grade shall be screened architecturally in such a manner as to be a part of the design of the building.
 - b. Incinerators and stacks shall be enclosed in the same material as the main exterior building material.

375 4. **TRASH ENCLOSURES**

376 Trash container shall meet or exceed city trash enclosure requirements

377
378 5. **PLAN SUBMITTAL REQUIREMENTS**379 Final Development Plan shall include improvements as shown on drawings attached,
380 including entire property, trash enclosures, landscape, lighting and legal description.381
382 3. **SITE DEVELOPMENT PLAN CRITERIA:**383 a. Height, Area And Bulk Restrictions:384 1. Height, Area And Bulk Regulations. The height, area and bulk regulations for uses
385 in the "B-3" Extensive Commercial District386
387 b. Internal Drives:

388 (1) There shall be parking as shown on plans attached.

389
390 c. Minimum Parking/Loading Space Requirements.391 (1) There shall be a minimum of **14** parking spaces provided on the property.392
393 d. Road Improvements, Access and Sidewalks (not applicable)394
395 e. Lighting Requirements.

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

397 (1) The light level for parking lot lighting **shall be 1-3 footcandles.**

398 (2) All site lighting and exterior building lighting shall be directed down and inward

399
400 f. Sign Requirements.401 (2) All signage shall comply with the City of Florissant sign ordinance for commercial
402 districts.403
404 g. Landscaping and Fencing.405 (3) Any modifications to the landscaping plan shall be reviewed and approved by the
406 Planning and Zoning Commission.407 (4) An automatic permanent irrigation system shall be designed and installed to cover all
408 new landscaped areas.409 **(5) A 6' vinyl screen fence shall be installed continuous from 40' setback along the**
410 **South property line of 1760 N Hwy 67, a portion of the South property line 1780**
411 **N Hwy 67, then along the West property lines of 1645 and 1615 N New**
412 **Florissant Rd and finally along the South property line of 1615 N New**
413 **Florissant Rd terminating at the 40' front setback line of 1615 N New Florissant**
414 **Rd.**415 **(6) A total of 19 frontage trees are to be provided.**416
417
418 h. Storm Water.419
420 Storm Water and drainage facilities shall comply with the following standards and
421 requirements:422 (1) The Director of Public Works shall review the storm water plans to assure that storm
423 water flow will have no adverse affect the neighboring properties.

- (2) No building permits shall be issued until the storm water plan has been approved by the St. Louis Metropolitan Sewer District.

i. Miscellaneous Design Criteria.

- (1) All applicable parking, circulation, sidewalks, and all other site design features shall comply with the Florissant City Code.
- (2) All dumpsters and grease containers shall be contained within a trash enclosure with gates compatible with existing building.
- (3) 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.
- (4) All mechanical equipment, electrical equipment, and communication equipment shall be screened in accordance with the Florissant Zoning Code.
- (5) The exterior design of the buildings shall be constructed in accordance with the renderings as approved by the Florissant Planning and Zoning Commission and attached hereto.
- (6) All other requirements of the Florissant Municipal Code and other ordinances of the city shall be complied with unless otherwise allowed by this ordinance.

7. FINAL SITE DEVELOPMENT PLAN

A final site development plan shall be submitted to the Building Commissioner to review for compliance with the applicable "B-5" Planned Commercial Development ordinance prior to recording. Any variations from the ordinance approved by the City Council and/or the conceptual plans attached to such ordinance shall be processed in accordance with the procedure established in the Florissant Zoning Code.

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

6. 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.
7. 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.

8. 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.
9. 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.
10. 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.

9. VERIFICATION PRIOR TO OCCUPANCY PERMIT

- a. Any new roadway improvements shall be completed prior to the issuance of any final occupancy permit.
- b. Any new stormwater detention shall be completed prior to the issuance of any occupancy permit.
- c. All fencing and/or landscaping intended as screening properties shall be completed prior to the issuance of any occupancy permit, unless remitted by the Director of Public Works due to weather related factors.

10. 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.

9. PROJECT COMPLETION.

Construction shall start within 90 days of the issuance of building permits for the project and shall be developed in accordance of the approved final development plan within 12 months of start of construction.

The motion was seconded by Nelke. On Roll Call the Commission voted: Martine yes, Lee yes, Smith yes, Baranowski yes, Minks yes, Olds yes, and Nelke yes. Motion passed.

Adjournment

Chairman Olds stated the next meeting will be held on Tuesday, September 20, 2021 at 7:00 p.m. Mr. Minks moved to adjourn the meeting, seconded by Olds. Motion carried. Meeting adjourned at 9:00 p.m.

Savanna B Burton

Savanna B Burton, Deputy City Clerk