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CITY OF FLORISSANT



**Planning and Zoning Commission
Unofficial Planning & Zoning Minutes**

March 18, 2019

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CITY OF FLORISSANT



Planning and Zoning Commission

Unofficial Planning & Zoning Minutes

March 18, 2019

The Planning and Zoning Commission met in Council Chambers at Florissant City Hall, 955 rue St. Francois on Monday, March 18, 2019 at 7:00 p.m. with Chairman Olds presiding.

Roll Call

On Roll Call the following members were present: Allen Minks, Steve Olds, Robert Nelke, John Martine, Tim Lee and Lee Baranowski. David Smith was excused. Also present was Phil Lum, Building Commissioner and Anita Moore, Deputy City Clerk. A quorum being present the Planning and Zoning Commission was in session for the transaction of business.

Approval of Minutes

Chairman Olds moved to amend the Meeting Minutes of February 19, 2019, on line 259 to note that he voted *against* the motion, seconded by Minks. Motion carried. Chairman Olds moved to approve the amended Minutes of February 19, 2019, seconded by Minks. Motion carried.

74 **New Business**

75 **Item 1 Pet Supplies Plus**

76 **PZ031819-1 8230 N Lindbergh**

77 **Approved - Ward 3**

78
79 Request approval of a 69 square foot sign in a B-5 Zoning District.

80
81 Mr. Lum informed the Commission that this request was for an open letter wall sign on the
82 storefront and is located in the Florissant Marketplace. This sign is unique in that the storefronts at this
83 shopping center are approximately 375 feet from North Lindbergh.

84 Chairman Olds moved to approve the wall sign proposed at 8230 N. Lindbergh, Pet Supplies Plus,
85 in a B-5 Planned Commercial District, subject to the plan dated 2/14/19 submitted by attached Persona
86 Signs, and conditions set forth below with these conditions being part of the record.

87
88 **PROJECT COMPLETION.**

89 Sign installation shall be completed upon the issuance of building permits and the sign shall
90 be installed within 180 days in accordance with the plans attached.

91
92 The motion was seconded by Minks. On Roll Call the Commission voted: Minks yes, Olds yes,
93 Nelke yes, Martine yes, Lee yes, Smith absent and Baranowski yes. Motion carried.

94
95 **Item 2 Preliminary Plat**

96 **PZ031819-2 360 Graham Rd.**

97 **Approved - Ward 5**

98 Request approval of a Preliminary Plat located at 360 Graham Rd. in an R-4 Single Family
99 Dwelling District.

100
101 Mr. Lum explained to the Commission that a preliminary subdivision must always be reviewed
102 by the City Engineer before the request for the final subdivision plat can be reviewed. The City
103 Engineer reviewed and approved the subdivision.

104 The request involves two churches, Florissant General Baptist Church and Fresh Winds Christian
105 Church, and their desire to subdivide one lot into two lots. The City Engineer stated that all
106 requirements have met the city's Subdivision Code.

107 Mr. Lum stated that one item, parking, needed to be addressed and which the churches are in the
108 process of completing. He noted that although both churches have fewer people attending them than
109 the parking ordinance requires, eight spaces are needed to comply with the new parking code. As a
110 note, these two churches have been sharing the church facilities for 7-8 years and there has never been a

111 parking issue, even on holidays. The churches are great neighbors and partners. So in this case, it was
112 suggested that the two churches draw up a “shared parking agreement” since neither church met at the
113 same time. A vacant lot on the property will be converted into 20 additional parking spaces and
114 TOPOS Engineering has submitted plans for the shared access agreement. This agreement will be
115 perpetual, will run with the property, and will be recorded with St. Louis County.

116 Ms. Dorris Carter and Dr. Milton Mitchell appeared before the Commission. They explained
117 that Fresh Winds Christian Church has been leasing the church from the Baptist Church. The Baptist
118 Church has now offered to sell the facilities to Fresh Winds.

119 Chairman Olds moved to approve the preliminary plat, as presented, per the Preliminary Plat
120 drawing identified as “Preliminary Plan” dated March 13, 2019 by TOPOS and recommend that a final
121 plat be presented to the Planning & Zoning Commission with the following stipulation:

122 That the fully executed “Driveway Easement and Shared Parking Agreement,” dated March 13,
123 2019, attached, be recorded prior to approval of a Subdivision and shall be stipulated as a requirement
124 of the Planning & Zoning Commission’s recommendation for a subdivision to the City Council.

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

127

128 **Item 3 Final Plat**
129 **PZ031819-3 360 Graham Rd.**

130 **Recommended Approval - Ward 5**

131 Request recommended approval of a final plat in an R-4 Single Family Dwelling District.
132 **NOTE: See previous discussion, Item 2, Preliminary Plan Approval**

133

134 Mr. Lum reviewed the Subdivision Plat Plans with the Commission.

135 Chairman Old moved to recommend approval of the final plat as presented, per the Final Plat
136 drawing dated March 4, 2019 by TOPOS and recommend that the Final Plat be forwarded for
137 consideration by the City Council with the following stipulation:

138 That the fully executed “Driveway Easement and Shared Parking Agreement,” dated March 13,
139 2019, attached, be recorded prior to approval of a Subdivision.

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

142

143

144

145 **Old Business**

146

147 **Item 4 Amendments to the Sign Code**148 **PZ061818-2 Postponed to 4/1/2019**

149 Requests recommend approval to amend the sign code including regulations for
150 digital signs.

151

152

153 Mr. Lum presented a revised draft review of changes to the sign code, including the addition of
154 a digital sign ordinance, for the Commission to review and discuss.

155 Chairman Olds wished to discuss lines 89 to 99 on the revised 3/14/19 Staff Report specifically,
156 the clarification of Definitions of *Freestanding Signs*. On Item 1 he thought the 15 square feet might be
157 better if changed to 40 square feet. He added that quite a few existing signs within the city were over
158 15 square feet. Considerable discussion was had.

159 The Commission attempted to clarify the various terminologies used in regard to *Free Standing*
160 *Signs*, including freestanding signs, ground signs, monument signs, post signs, shopping center signs
161 and directional signs. Zoning in relation to signage was also reviewed.

162 Mr. Lum stated that the definition of *Free Standing Sign* should be changed to match the
163 existing 25 feet. The Commission generally agreed that on line No. 94, #2 should remain “as is.”
164 Mr. Minks asked if a ground sign and monument sign could be combined.

165 Mr. Baranowski noted that nowhere was “monument sign” defined under “Definitions” to
166 which Mr. Lum agreed and stated he would research this. Chairman Olds asked the Building
167 Commission to also research and clarify the definitions of the various signs under *Free Standing Signs*:

168 *Free Standing Signs*

169 ground signs (2 posts)

170 monument signs (maximum of 6 ft?)

171 post signs (1 support)

172 shopping center signs

173 directional signs (6 sf total and 3 ft. height only in B-5?)

174 Mr. Lum suggested that the staff collect more inventories on existing signs to which Chairman
175 Olds agreed. Mr. Lum showed several photographs of various signs within the city as examples.

176 In regards to the draft version of the proposed *Digital Signs*, Mr. Olds requested that items (d),
177 (e), (h) and (i) be eliminated in the next draft. Mr. Minks asked that Item 3, Retroactive Powers, be re-
178 worded.

179

180 Chairman Olds moved to postpone the request for “Amendments to the Sign Code” to 4/1/2019,
181 until *Definitions of Terms* can be researched and sign inventories submitted under a new draft version,
182 seconded by Baranowski. Motion carried.

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

185

186

Anita Moore, Deputy City Clerk