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CITY OF FLORISSANT



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

April 1, 2019

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CITY OF FLORISSANT



Planning and Zoning Commission

Unofficial Planning & Zoning Minutes

April 1, 2019

The Planning and Zoning Commission met in Council Chambers at Florissant City Hall, 955 rue St. Francois on Monday, April 1, 2019 at 7:00 p.m. with Chairman Olds presiding.

Roll Call

On Roll Call the following members were present: Lee Baranowski, Allen Minks, Steve Olds, Tim Lee and David Smith. Robert Nelke and John Martine were 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 Lee moved to approve the Minutes of March 18, 2019, seconded by Baranowski. Motion carried.

Chairman Olds moved to place Item 2, "Unique Loving Hands Adult Day Care," to the first item on the agenda, seconded by Schmidt. Motion carried.

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New Business

Item 2 Unique Loving Hands Adult Daycare

PZ031819-1 620 N Highway 67

Recommended Approval - Ward 6

Phil Lum, Building Commissioner, presented the staff report for this request. He noted that the plans submitted indicate the occupant load to be 40. No new signage is proposed and no exterior changes to the site. An ADA compliant drinking fountain is required.

In response to Chairman Old's question regarding the City Council's decision on recent Adult Day Care requests, Mr. Lum stated 58 Grandview Plaza failed at the last Council Meeting and 119 Flower Valley Shopping Center received a first reading and has yet to be decided. Traffic, drop-offs and ADA accessibility were discussed. Mr. Baranowski asked how many adult day care facilities were there in the city and located in shopping centers. Mr. Lum stated that he didn't know, but he guessed approximately half a dozen.

Ms. Lashonda Mays appeared before the Commission and stated she would like to build a ramp at the rear of the building as an area for drop-off and pick-up of clients if need be. It would also serve as a second means of egress. She informed the Commission that there currently exists a medical building and physical therapy facility in the same shopping center. At Cross Keyes Shopping Center there is a Dialysis Center where people are dropped off at the front of the facility at all times during the day. People in wheel chairs and people on crutches are dropped off at the front of the facility in the fire lane or park and enter themselves. The petitioner stated that they have applied for a permit to load and unload in the fire lane.

Ms. Mays stated that they will service both seniors and mentally disabled clients. She added that in today's world both parents have to work, leaving their elderly parents or mentally disabled family members by themselves during the day. Her business provides an engaging, social alternative.

Many patients are responsible for bringing and taking their own medications. The ones that need help in regards to medication, assistance will be given. The client decides whether or not to leave the medication on site. If left on site, medication will be double locked in a secure place by an RN who will appropriately distribute it as well.

104 Mr. Lee expressed his concern regarding traffic flow and safety. He stated he was unaware of a
105 permit to drop off in a fire lane. Ms. Mays stated that most of the people will not be in wheel chairs and
106 the remaining clients will park in handicapped parking spaces at the front of the lot. Safety is their
107 highest priority. If they feel at any time that there are safety issues at the front of the building, then the
108 drop off will be relocated to the rear.

109 Ms. Mays stated that they had looked around for a free standing building in which to locate their
110 day care and there are very few in the area. She also said that the number of retail businesses located in
111 shopping centers is declining across the country because people are shopping on line. Many shopping
112 centers are largely empty, even ones that have been recently built. Mr. Olds agreed that there are many
113 vacancies in strip malls throughout the city. The face of shopping centers are changing more and more
114 to medical centers, dance centers, and health care related facilities.

115 Chairman Olds asked the petitioner if it would be acceptable for their main source of egress to
116 be at the rear of the building, to which the petitioner agreed to. The petitioner stated that there was
117 plenty of room. The Mers Goodwill drop off used to be at the rear of the building. Discussion was had
118 regarding the traffic flow at the rear of the building.

119 Chairman Olds moved to recommend approval of a Special Use Permit to allow for an adult day
120 care at 620 N. Highway 67 in a B-3 Extensive Business District with the following stipulations:

- 121 1. An accessible drinking fountain shall be installed.
- 122 2. Primary entrance and exit for clients from the rear.

123
124 **PROJECT COMPLETION.**

125 Construction shall begin within 60 days of the issuance of building permits and the structure
126 shall be completed in accordance with the plans within 180 days of start of construction.

127
128 The motion was seconded by Smith. On Roll Call the Commission voted: Baranowski no,
129 Minks yes, Olds yes, Nelke absent, Martine absent, Lee yes, Smith yes. Motion carried.

130
131 **Item 1 Recommendation to update the City Comprehensive Plan and Preservation**
132 **Plan (Old Town Development Plan)**
133 **PZ040119-1 Approved**

134 Landmark Historic District Commission (LHDC) moved to recommend that the
135 Planning & Zoning Commission recommend to the City Council to update the
136 City Comprehensive Plan and Preservation Plan (Old Town Development Plan).
137

138 Mr. Lum explained to the Commission that the last time the Comprehensive Plan was updated
139 was November 30, 2004.

140 The Landmark Historic District Commission (LHDC) recognized the following:

- 141 1. The Old Town Development Plan applies only to about 50 properties.
- 142 2. The Old Town Development Plan does not address any preservation era beyond the year
- 143 1790. Historic properties could be evaluated for any property or neighborhood over 40
- 144 years of age.
- 145 3. The Comprehensive Plan was last updated prior to the recession of 2008.
- 146 4. The Comprehensive Plan contains no integrated plan for redevelopment of the Historic
- 147 District.
- 148 5. The Comprehensive Plan has no coordination with nationally recognized programs such as
- 149 “Main Street America” or “Build a Better Block.”
- 150

151 Mr. Lum stated that LHDC members were especially concerned that the historic inventory was
152 never completed. For example, Sacred Heart Parish is an historic site that has never been inventoried.
153 At the time for redesignation of historic sites, Sacred Heart chose not to redesignate. As a result,
154 exterior changes can be made to the building(s) without historic oversight. The LHDC Commission is
155 interested in a more comprehensive overview of Old Town’s Historic District. They would like to
156 incorporate the Old Town Development Plan within the Comprehensive Plan.

157 Mr. Lum stated that updating the Comprehensive Plan is usually an expensive endeavor, costing
158 anywhere from \$20,000 to over \$100,000, depending upon what is included in the scope of the study.
159 The amount needs to be approved by the Council and included in the budget. Mr. Lum stated that
160 many cities update their comprehensive plan approximately every five years.

161 Chairman Olds asked if the Council would understand why Planning & Zoning was sending this
162 request to them. Specifically, does the Council feel that the city needs a Comprehensive Plan and are
163 they willing to spend funds on it? Mr. Lum stated that this request was an attempt to determine how
164 much the Council would be willing to spend on a Comprehensive Plan update. Mr. Smith asked why
165 the members of the LHDC didn’t come to this P & Z meeting to explain their request. Would the
166 LHDC be required to appear before the Council? Mr. Lum stated that he would be there. He also
167 stated that, according to Mr. Hessel, since Florissant does not have a city planner, the Building
168 Commissioner and the Planning & Zoning Commission are the closest to being one, by default.

169 Chairman Olds moved to recommend that the City Council provide for an update of the
170 Comprehensive Plan and Preservation Plan (Old Town Development Plan).

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

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Old Business

Item 3 Amendments to the Sign Code

PZ061818-2 Postponed to 5/6/2019

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

Chairman Olds stated that Mr. Hessel would like to talk to the Commission regarding the Sign Code revisions. Mr. Lee suggested that the City Attorney look at the most recent draft from Mr. Lum and give his input before the Commission on May 6. Mr. Lum stated that he would give the City Attorney and the Commission a clean copy of the most recent draft of the revisions. Mr. Baranowski noted that there was no definition of a “monument sign” included in the draft, to which Mr. Lum stated that he would make sure that was included. Mr. Lee asked for a copy of the overall sign inventory of the city, including digital signs. Chairman Olds asked for a copy of the entire Sign Code with proposed changes included.

Chairman Olds moved to postpone the “Amendment to the Sign Code” until 5/6/19 in order to hear from the City Attorney, seconded by Lee. Motion carried.

Mr. Baranowski moved to adjourn the meeting, seconded by Nelke. Motion carried. Meeting adjourned at 8:49 p.m.

Anita Moore, Deputy City Clerk