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CITY OF FLORISSANT



Planning and Zoning Commission
Unofficial Planning & Zoning Minutes

May 2, 2022

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CITY OF FLORISSANT



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The Planning and Zoning Commission of the City of Florissant in the Council Chamber at 955 rue St. Francois on Monday, May 2, 2022 at 7:00 p.m. with Chairman Olds presiding.

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Roll Call

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

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Approval of Minutes

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Mr. Baranowski moved to approve Meeting Minutes of April 18, 2022, seconded by Martine. Motion carried.

50

51

Old Business

52

Item 1 3230 Parker Road

PZ041822-2 Approved – Ward 8

Request ratification of a minor change to previously approved façade improvements, located at 3230 Parker Rd, in an existing ‘B-5’ Planned Commercial District.

53

Phil Lum stated lines 46 to 49 of the staff report detail the changes. Brian Ivy, petitioner, noted a cost increase became relevant for the original plans and the new façade would be faster to install.

54

Vice Chairman Minks made a motion to ratify conditional approval of the Building Commissioner, of a **minor change** to previously approved façade improvements, located at 3230 Parker Rd, in an existing ‘B-5’ Planned Commercial District, in accordance with the elevations and details shown on plans by Idea Architects, entitled: Façade Improvements for Park Place Retail Center, A401and A801 dated 01/17/22.

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

59

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62

69 **New Business**

70 **Item 2 540 Howdershell**

71 **PZ050222-1 Approved – Ward 3**

72 Request recommended approval of a ‘B-5’ located at 540 Howdershell, in an existing ‘B-5’
73 Planned Commercial District (formerly, a County C-8 Planned Commercial District) to include
74 the Use as a car sales office with no vehicles for sale on the lot (**CarGroup Holdings, LLC dba**
75 **webuyanycar.com**).

76 Phil Lum reviewed the staff report with the commission. Mr. Baranowski noted his discomfort
77 with approving a B-5 site plan with another building/business. Bonnie Zingler, Car Group Holdings,
78 stated the office was for transferring titles only and purchasing vehicles from the public. She noted no
79 modifications would be taking place to the building with small office spaces with the public coming in
80 by appointment. Ms. Zingler noted cars would not be on the lot for more than 48 hours before being
81 picked up for transport to a sales lot.

82 Vice Chairman Minks made a motion to recommend approval of a ‘B-5’ located at 540
83 Howdershell in an existing ‘B-5’ Planned Commercial District with the following being part of the
84 record:

85 **1. PERMITTED USES**

86 The use permitted in this ‘B-5’ Planned Commercial District shall be limited to a those Uses permitted
87 in the ‘B-3’ District without a Special Use Permit and a Used Car Dealer Office with no vehicles for
88 sale on the property as depicted as “Lot B” on the site plan.

89 **2. FLOOR AREA, HEIGHT AND BUILDING REQUIREMENTS**

90 The building shall be limited to existing building with a square footage of approximately 1020 square
91 feet. The main building shall remain as depicted on the recorded Site Development Plan presented: C1
92 dated 7/30/99 by Stock & Associates and Building Plans A-2 and A-3 dated 2/15/2000 by Steve
93 Moeller, Architect.

94 **3. PERFORMANCE STANDARDS**

95 Uses within this ‘B-5’ Planned Commercial District identified herein shall conform to the most
96 restrictive performance standards as set forth in Article VII of the Florissant Zoning Code.

97 **5. FINAL SITE DEVELOPMENT PLAN GENERAL CRITERIA**

98 The above Final Site Development Plan shall include the following:

- 99 a. Location and size, including height of building, landscaping and general use of the building.
- 100 b. Gross square footage of building.
- 101 c. Existing and proposed roadways, drives, and sidewalks on and adjacent to the property in question.

- 102 d. Location and size of parking areas and internal drives.
- 103 e. Building and parking setbacks.
- 104 f. Curb cut locations.
- 105 g. Existing proposed contours at intervals of not more than two (2) feet.
- 106 h. Preliminary storm water and sanitary sewer facilities.
- 107 i. Identification of all applicable cross-access and cross-parking agreements.

108 6. FINAL SITE DEVELOPMENT PLAN CRITERIA

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

110 a. Structure Setbacks.

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

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

114 b. Parking, Loading and Internal Drives Setbacks.

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

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

119 c. Minimum Parking/Loading Space Requirements.

120 (1) Parking regulations shall be as required by 405.225 of the Florissant Zoning Code, except as
121 otherwise varied herein. There shall be a minimum of 8 parking spaces. Parking spaces shall comply
122 with the Florissant parking requirements.

123 d. Road Improvements, Access and Sidewalks.

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

128 e. Lighting Requirements.

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

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

132 f. Sign Requirements.

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

134 g. Landscaping and Fencing.

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

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

139 h. Storm Water.

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

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

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

146 i. Miscellaneous Design Criteria.

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

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

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

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

156 (6) All mechanical equipment shall be roof mounted and screened from view by the building parapet
157 walls. All electrical equipment shall be properly screened with landscaping as required by section
158 405.245 of the Florissant Municipal Code.

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

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

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

165 1. The property owner or designate representative shall submit in writing a request for an
166 amendment to the approved plans. The building commissioner shall review the plans for consistency

167 with the purpose and content of the proposal as originally or previously advertised for public hearing
168 and shall make an advisory determination.

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

174 Council.

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

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

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

184 12. VERIFICATION PRIOR TO OCCUPANCY PERMIT

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

186 13. GENERAL DEVELOPMENT CONDITIONS.

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

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

192 7. PROJECT COMPLETION.

193 Any new Construction shall start within 120 days of the issuance of building permits, and the
194 development shall be completed in accordance of the final development plan within 180 days from start
195 of construction.

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

198

199 **Item 2 13939 New Halls Ferry (Aaron's)**

200 **PZ050222-2 Approved – Ward 9**

201 Request recommended approval to amend a ‘B-5’ located at 13939 New Halls Ferry, Ord 6669
202 (as amended by Ord. Nos. 6797, 6844, 6867, 6961, 7019, and 8527) to add to the list of
203 permitted uses, “Equipment Rental, Home, and General” at 13939 New Halls Ferry.

204 Phil Lum reviewed the staff report with the commission and noted the “coming soon” sign would not be
205 allowed as a temporary sign unless it was only left for a week, otherwise it would be a permanent sign. Kelly
206 Ley, petitioner, stated the “coming soon” banner would be saved for the week leading up to the opening of the
207 store.

208 Vice Chairman Minks made a motion to recommend approval to amend a ‘B-5’, Ord 6669 (as
209 amended by ords. nos.6797, 6844, 6867, 6961, 7019, and 8527) to add to the list of permitted Uses,
210 “Equipment Rental, Home and General” at 13939 New Halls Ferry by changing Ord. No. 6669, Section
211 2, paragraph 1. Permitted Uses, by adding the following subparagraph a.

212 a. “Equipment Rental, Home and General” at 13939 New Halls Ferry.

213 Seconded by Nelke. On roll call the Commission voted: Nelke yes, Martine yes, Lee yes,
214 Baranowski yes, and Minks yes. Motion passed.

215

216 **Item 3 1790 N Hwy 67/1645 N New Florissant (Olympic Motors)**

217 **PZ050222-3 Approved – Ward 6**

218 Request ratification of a minor change to a ‘B-5’ to allow for Building Expansion in a ‘B-5’
219 Planned Commercial District.

220 Phil Lum noted the expansion was to add 10 feet to the side and back of the building with the
221 same material as the current building to add a showroom. Raj Clement stated the expansion will allow
222 for a better customer experience with the entire building being the same height with windows for the
223 show room.

224 Vice Chairman Minks made a motion to ratify conditional approval of the Building
225 Commissioner for changes to the site development plan to allow for a change in building size only to
226 3190 sf. 10 feet on 2 sides of the previous design. These minor alterations depict minor changes in the
227 development, which are not in conflict with the nature of the development and meets all of the
228 conditions of the Ord. No. 8729. Approval is subject to the regulations of this B-5 “Planned
229 Commercial District”, and the following additional requirements:

230 1. GENERAL DEVELOPMENT CONDITIONS.

231 a. Unless, and except to the extent, otherwise specifically provided in Ord. No. 8729, development shall
232 be affected only in accordance with all ordinances of the City of Florissant.

233 2. PROJECT COMPLETION.

234 Construction shall start within 30 days of the issuance of building permits for the project and shall be
235 installed in accordance of the approved construction plan within 180 days of start of construction.

236 Seconded by Martine. On roll call the Commission voted: Nelke yes, Martine yes, Lee yes,
237 Baranowski yes, and Minks yes. Motion passed.

238

239 **Item 4 150 Washington (House of QA)**

240 **PZ050222-4 Approved – Ward 6**

241 Request recommended approval of a Special Use, located at 150 Howdershell (House of QA) to
242 allow for a Wine Bar in an existing ‘HB’ Historic Business District.

243 Phil Lum noted the petitioner went to the LHDC for approval prior to coming before the
244 commission. He stated the LHDC asked for one parking spot to be added for golf carts and preserve the
245 existing tree. It was noted the existing house have additions built to create a larger space. Mr. Minks
246 recommended a speed bump on the one-way entrance of the parking lot to avoid people cutting through
247 to avoid traffic lights. The commission recommended to move the golf cart parking spot to somewhere
248 off of Harrison since golf carts cannot drive on Washington due to the speed limit.

249 Vice Chairman Minks made a motion to recommend approval of a Special Use, to allow a Wine
250 Bar, located at 150 Washington (House of QA), in an existing ‘HB’ Historic Business District, with the
251 following stipulations to become part of the record:

252 1. Add shrubs and landscaping to the buffer yard along Harrison to screen the small parking lot
253 of 5 spaces.

254 2. Add a space nearest the first space at the Washington entrance to allow for golf cart parking.

255 3. Occupant load to be 42 until SUP is amended or duly recorded shared parking is approved by
256 the City Attorney and properly recorded.

257 Seconded by Lee. On roll call the Commission voted: Nelke yes, Martine yes, Lee yes,
258 Baranowski yes, and Minks yes. Motion passed.

259

260 **Item 5 3190 N Highway 67 (The Pit Crew)**

261 **PZ050222-5 Approved – Ward 9**

262 Request recommended approval to amend a ‘B-5’ located at 3180 N Highway 67, Ord. 6266 (as
263 amended by ord. nos. 6380, 8064, 8224, and 8216) to add to the list of permitted uses,
264 “Automotive Service Garage” for The Pit Crew Tire & Auto Service, Florissant.

265 Phil Lum stated the business is relocating, adding a storage garage with secured storage. He
266 noted no signs have been proposed. Dan Dokovic, petitioner, stated they are working on adding vehicle
267 lifts and openings for cars.

268 Vice Chairman Minks mad a motion to recommend approval to amend a ‘B-5’ located at 3180 N
269 Highway 67, Ord 6266 (as amended by ords. nos.6380, 8064, 8224 and 8216) to add to the list of permitted
270 Uses, “Automotive Service Garage and Tire Service” for “Pit Crew Tire & Auto Service” by adding to
271 Ord. No. 6266, Section 2, paragraph 1. Permitted Uses, the following subparagraph a.

272 a. “Automotive Service Garage and Tire Service” for “Pit Crew Tire & Auto Service”.
273 The addition of this Use shall be as depicted on attached plans by Oak Line Architecture + Design
274 include A1, A2, A3 and A101 dated 4/25/22.

275 Seconded by Lee. On roll call the Commission voted: Nelke yes, Martine yes, Lee yes,
276 Baranowski yes, and Minks yes. Motion passed.

277

278 **Adjournment**

279

280 Vice Chairman Minks stated the next meeting will be held on Monday, May 16, 2022 at 7:00
281 p.m. Mr. Martine moved to adjourn the meeting, seconded by Minks. Motion carried. Meeting
282 adjourned at 8:32 p.m.

283

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286

Savanna B Burton

Savanna B Burton, Deputy City Clerk, MRCC