

MEMORANDUM

TO: Michael G. Herring, City Administrator

FROM: Teresa J. Price, Director of Planning ✓

DATE: February 14, 2000

SUBJECT: Planning and Zoning Committee Meeting Summary from February 10, 2000

A meeting of the Planning and Zoning Committee of the Chesterfield City Council was held at 5:30 p.m., on Thursday, February 10, 2000, in the City Council Conference Room. In attendance were: Chair Mary Brown (Ward IV); Councilmember Jane Durrell (Ward I); and, Councilmember Barry Streeter (Ward II). Also in attendance were: Councilmember Dan Hurt (Ward III); Planning Commission Chair Dan Layton; Teresa J. Price, Director of Planning; and, Laura Griggs-McElhanon, Assistant Director of Planning.

*To be discussed at 2/23/2000 City Council Meeting.

I. Approval of Planning and Zoning Committee Meeting Summary of January 20, 2000.

A motion to **approve** the meeting summary of January 20, 2000 was made by Councilmember Durrell and seconded by Councilmember Streeter.

The motion was **approved by a vote of 3 to 0**.

II. **Historic Preservation Ordinance** – Staff is requesting input from the Committee on whether this should be a Zoning Ordinance amendment or a stand-alone ordinance.

Planning Director Teresa Price advised the Committee that staff would prefer it to be a stand-alone ordinance. This proposal doesn't deal with zoning issues (height, use, setbacks, etc.). The LPA procedure deals with zoning issues. The proposed ordinance establishes the criteria for the Historic Commission and for Certificates of Appropriateness.

A motion to **develop it as a stand-alone ordinance** was made by Councilmember Streeter and seconded by Chair Brown.

Councilmember Durrell advised the Committee that the Historical Commission met last night. They don't want to do anything that might damage the LPA procedure. They only need the proposed ordinance to get state and federal grants.

The motion was **approved by a vote of 3 to 0**.

NOTE: Once revised this matter will be forwarded to the F&A Committee of City Council because the Historical Commission is under that Committee.

- *III. Political Signs** – Councilmember Brown has requested this item be placed on the agenda. Additionally, a formal recommendation is needed from the Planning and Zoning Committee to the City Council to have City employees work the weekend prior to the election to enforce the ordinance.

Chair Brown advised the Committee that the City already prohibits signs in the right-of-way. The City Attorney has drafted an ordinance specifically prohibiting signs in the right-of-way. Now there is a need to authorize City crews to work on the weekend before the election to remove signs.

Planning Director Teresa Price stated that City Administrator Michael Herring requested direction from Committee on this matter.

There was general discussion by the Committee, including: having signs in right-of-way removed up to election day; and, leaving how it is done is up to the Department.

A motion to approve ordinance as proposed and forward to the City Council was made by Councilmember Durrell, seconded by Councilmember Streeter, and approved by a vote of 3 to 0.

**Note: One bill relative to this matter will be needed for the February 23, 2000, City Council Meeting.
SEE Bill #**

There was general discussion by the Committee of City staff working on weekends.

A motion to direct staff to enforce the City Ordinances on the weekends was made by Councilmember Streeter, seconded by Councilmember Durrell, and approved by a vote of 3 to 0.

- IV. Tree Removal** – Tree Removal within easements without property owner's permission. This citizen concern is being forwarded to the Committee for review.

A motion was made by Councilmember Streeter to refer this to the City Attorney to determine if we can require permission and/or acknowledgment of the property owner.

The motion was seconded by Chair Brown and approved by a vote of 3 to 0.

Staff was directed to send a letter to Alan Politte outlining the action of the Committee.

- V. Withdrawal Process** – Input on changing the process is provided by City Attorney, Doug

Beach.

There was general discussion by the Committee.

It was decided to leave the policy as is.

VI. Street Name Change – The Committee is asked to review the proposed street name change for Chesterfield Airport Road, between Baxter and Wild Horse Creek Roads.

Planning Director Teresa Price advised the Committee that the proposed street whose name is being proposed to change is a County Road, so first permission has to be obtained from St. Louis County.

There was general discussion about who should take this request through the process.

The Committee decided to refer this matter back to Historic Commission with procedures to follow for a street name change.

VII. Recycling Bins – Councilmember Streeter has requested the City review placement requirements for recycling containers.

There was general discussion by the Committee on this, including: new development being required to provide space for recycling bins; and forwarding this matter to CCE for input.

A motion was made by Councilmember Streeter for **staff to look into the possibility of existing businesses having recycling bins and not have to screen them.**

The motion was seconded by Chair Brown and **approved by a vote of 3 to 0.**

VIII. North Outer Forty Trust Fund – As requested by the Committee, a revised Ordinance for the Trust Fund has been prepared.

The Committee was provided with a copy of the revised Ordinance for the North Outer Forty Trust Fund. The City Attorney will be at the next meeting to discuss this.

IX. Power of Review – Councilmember Brown has requested the Committee review the implementation procedure for this policy.

Chair Brown suggested that in the future, City Council should send Site Development Plans where the City Council has exercised the “power of review”, back to Planning and Zoning Committee for review.

There was general discussion on this.

A motion to have staff draft a policy to require any Site Development Plan that has St. Louis County approved zoning to be reviewed by P&Z Committee and move it up on the Planning Department "To Do List" was made by Councilmember Streeter and seconded by Councilmember Durrell.

There was general discussion on this matter.

Councilmember Streeter **withdrew his motion.**

A motion was made by Councilmember Streeter to **inform the City Council of all Site Development Plans that were rezoned by St. Louis County under review by the Planning Commission.**

The motion was seconded by Councilmember Durrell and **approved by a vote of 3 to 0.**

There was general discussion on this matter.

The next regularly scheduled meeting will be held at 5:30 p.m. on Thursday, February 24, 2000.

The meeting adjourned at 6:45 p.m.

TJP/LPGM/lpgm
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