

MEMORANDUM

TO: Michael G. Herring, City Administrator

FROM: Teresa J. Price, Director of Planning

DATE: January 10, 2003

SUBJECT: Planning and Zoning Committee Meeting Summary from January 9, 2003

A meeting of the Planning and Zoning Committee of the Chesterfield City Council was held at 5:30 p.m., on Thursday, January 9, 2003, in Conference Room 101. In attendance were: Chair Dan Hurt (Ward III); Vice Chair Barry Streeter (Ward II); Councilmember Jane Durrell (Ward I); and Councilmember Mary Brown (Ward IV). Also in attendance were: Mayor John Nations; City Administrator Michael Herring; Councilmember Bruce Geiger (Ward II); Councilmember Mike Casey (Ward III); Councilmember Connie Fults (Ward IV); Planning Commission Chair Victoria Sherman; Planning Commission Vice Chair Stephanie Macaluso; Director of Planning Teresa Price; Senior Planner Barbara Weigel; Project Planner David Bookless; Planning Technician Tim Renaud; and Kathy Lone, Planning Assistant.

*To be discussed at 1/22/2003 City Council Meeting.

Chair Hurt called the meeting to order at 5:30 p.m.

II. Approval of the Planning and Zoning Committee Meeting Summary of December 5, 2002.

Councilmember Durrell made a motion to approve the Meeting Summary of December 5, 2002. The motion was seconded by Councilmember Streeter and **passes** by a voice vote of 4 to 0.

I. Westland Acres – Boundary Adjustment, City of Wildwood

Director of Planning Teresa Price presented a hand-out to the Committee with background data on the Westland Acres site showing the following: The number of occupied houses, the surrounding zoning, acreage, sizes of the lots in Chesterfield and Wildwood, the current Conceptual Land Use map and the proposed Conceptual Land Use map. Ms. Price also distributed a copy of a letter from the Mayor of Wildwood stating that there is uncertainty, on their part, with regard to Chesterfield's current exempt

classification on the current Comprehensive Plan and Land Use maps and what the zoning classification would be if the entire site became part of Chesterfield.

Chair Hurt gave an overview of the Boundary Adjustment request. Chair Hurt stated that the majority of houses are in Chesterfield and the majority of acres are in Wildwood.

City Administrator Michael Herring stated that he is in the process of gathering financial information.

Mayor John Nations stated that this is not a typical annexation because the site is incorporated in both Chesterfield and Wildwood. Mayor Nations stated that he needs to respond to the letter from the Mayor of Wildwood.

Ms. Sherman stated that the Comprehensive Plan Update will need to go to another Planning Commission Committee of the Whole meeting for final revisions and that the Update could be adopted by the Planning Commission by the end of February.

Mayor Nations proposed sending a letter to the Mayor of Wildwood, with Planning and Zoning Committee concurrence, stating the status of the Comprehensive Plan Update, proposed changes in this area in the Update, and the time frame for completion of the Comprehensive Plan Update.

General discussion followed concerning the current and the proposed zoning status for this site.

Representatives of the City of Wildwood, Councilmember Cindy Hale (Ward II) and Mr. Joe Vujnich, Director of Planning, stated that they are waiting to find out what Chesterfield will do with the exempt status and what developers plan to do with this site.

General discussion followed concerning submitting the financial information to the Finance and Administration Committee for review.

Councilmember Streeter made a motion to direct Mayor Nations to send a letter to Wildwood Mayor John Wild, after the January 13, 2003 Planning Commission Meeting, informing them of the status of the City of Chesterfield planning and zoning process and the Comprehensive Plan Update timeline. The motion was seconded by Councilmember Brown and **passes by a voice vote of 4 to 0.**

Councilmember Streeter made a motion to direct Staff to bring all of the financial information to the next Planning and Zoning Committee Meeting on January 23, 2003 (all of the pluses and minuses of the development and status quo and any information on pluses and minuses if they were to develop it.) The motion was seconded by Councilmember Durrell and **passes by a voice vote of 4 to 0.**

Mayor Nations stated that Wildwood has to act first on the Boundary Adjustment.

- *III. P.Z. 23-2002 Sona Travel:** A request for a "Commercial Service Procedure" (CSP) within an "R-2" Residential District for a .45 acre tract of land located on the north side of Olive Boulevard, west of River Valley Drive.

Senior Planner Barbara Weigel gave an overview of the request for a Commercial Service Procedure (CSP) for P.Z. 23-2002 Sona Travel. Ms. Weigel stated that this petition was approved by the Planning Commission by a vote of 7 to 1.

Councilmember Durrell gave a history of the Commercial Service Procedure (CSP).

Councilmember Durrell made a motion to approve P.Z. 23-2002 Sona Travel. The motion was seconded by Councilmember Streeter and **passes** by a voice vote to 4 to 0.

***Note: One bill, as recommended by the Planning Commission, will be needed for the January 22, 2003 City Council Meeting.
SEE Bill #**

- IV. Update on Dr. Golden Home Occupation** – Staff will provide the Committee requested information on the Dr. Golden Home Occupation.

Planning Technician Tim Renaud stated that he visited Dr. Golden's home on December 6, 2002 to verify that he is in compliance with the new Home Occupation Code checklist. Mr. Renaud stated that the voltage for the x-ray machine is similar to the voltage for a washer and dryer.

Ms. Price state that the Ordinance Review Committee of the Planning Commission is reviewing the home occupation ordinance.

Chair Hurt asked Mr. Renaud to get with Dr. Golden and provide the Planning and Zoning Committee a copy of the State's registration for the x-ray equipment used in the home.

- V. Update on Violation Notice Information** – Staff will provide the Committee information requested of the City Attorney.

Ms. Price stated that this item involved discussing with the City Attorney the possibility of eliminating the first notice with regards to zoning violations versus nuisance violations. Ms. Price stated that City Attorney Doug Beach stated that it would be alright with regards to the actual Zoning Ordinance (repeat violators, balloons, etc.)

Councilmember Streeter made a motion to no longer use the 7-day letter for Zoning Ordinance violations. The motion was seconded by Councilmember Durrell and **passes**

by a voice vote of 4 to 0.

VI. Aboveground Utilities – Staff will request the Committee to ask the Planning Commission to develop a definition for distribution-feeder lines.

Chair Hurt stated that this was previously discussed at a City Council meeting or a Strategic Planning Meeting within the last year.

General discussion followed.

Councilmember Durrell made a motion to direct Staff to address the issue of definitions for lines to be underground. The motion was seconded by Councilmember Brown **and passes by a voice vote of 4 to 0.**

VII. Other

Ms. Price stated that the Zoning Ordinance consultant would be at the January 23, 2003 meeting to present the Diagnosis and Annotated Outline for a Unified Development Ordinance.

The meeting adjourned at 6:36 p.m.

TP/kl

