

PLANNING COMMISSION
OF THE CITY OF CHESTERFIELD
AT CHESTERFIELD CITY HALL
NOVEMBER 23, 1992



=====

The meeting was called to order at 7:00 p.m.

PRESENT

Ms. Mary Brown
Mr. Jamie Cannon
Mr. Dave Dalton
Mr. Bill Kirchoff
Ms. Barbara McGuinness
Mr. Walter Scruggs
Chairman Mary Domahidy
Mr. Douglas R. Beach, City Attorney
Councilmember Betty Hathaway, Council Liaison
Mr. Jerry Duepner, Director of Planning
Ms. Laura Griggs-McElhanon, Senior Planner
Mr. Joseph Hanke, Planning Specialist
Ms. Dorothy Coleman, Secretary

ABSENT

Ms. Victoria Sherman
Ms. Pat O'Brien

INVOCATION: - Mr. Douglas R. Beach, City Attorney

PUBLIC HEARINGS - Commissioner Scruggs read the opening comments.

- A. P.Z. 27-92 Buchholz Mortuaries, Inc.; a request for a change in zoning from "NU" Non-Urban District to "R-1" one acre Residence District for 3.221 acre tract of land located at the southwest quadrant of the intersection of Clarkson Road and Relocated Wilson Road. (Locator Number 20T520097);

and,

P.Z. 28-92 Buchholz Mortuaries, Inc.; a request for a Conditional Use Permit Procedure in the "R-1" one acre Residence District for a 3.221 acre tract of land located at the southwest quadrant of the intersection of Clarkson Road and Relocated Wilson Road. (Locator Number 20T520097) Proposed Use: Mortuary

Planning Specialist Joe Hanke gave a slide presentation of the subject site.

Mr. Stuart Zimbalist, spoke on behalf of the petitioner noting the following:

- He spoke briefly about the first petition P.Z. 27-92. Recognized that the zoning for this site is "NU" Non-Urban Zoning, requesting that the property be rezoned to "R-1" Zoning District.
- Recognized that P.Z. 28-92 is for the issuance for a Conditional Use Permit, to permit construction, development and operation for a mortuary on this site.
- Noted that the Conditional Use Permit is required under City Ordinance No. 521 and noted its regulations.
- Buchholz Mortuary is the purchaser of the 3.221 acre site along west side of improved Clarkson Road at the intersection of the new relocated Wilson Road, which is under construction.
- Site is bounded on the west by Old Wilson Road, which will be closed when new Wilson Road is completed.
- Noted that the Planning Commission previously discussed and considered many of the issues concerning where to locate a mortuary within the City Zoning scheme.
- In October 1990, the Planning Commission recommended what became Ordinance No. 521. This added mortuaries to the list of conditional uses permitted in the "R-1" through "R-4" single-family zoning districts.
- Chesterfield is one of few communities without a mortuary. It is an essential community service. (i.e., schools, community centers and churches)
- Mortuaries serve as a transitional use. Similar to other institutional uses and the physical appearance is in keeping with the general residential design.

- Several discussions have been held between the Buchholz family and the City of Chesterfield concerning a suitable site in an appropriate location for a mortuary.

Mr. Larry Milles, an architect with Robert L. Boland Architects, spoke on behalf of the petitioner noting the following:

- Presented exhibit boards with a brief description of each board.
- Presented aerial photo of site noting the location of the building in relation to Clarkson Road and existing Wilson Road, relocation of Wilson Road and Clarkson Woods Drive. Pointed out that this intersection will have a signal light. Pointed out the Clarkson-Wilson Shopping Center, Marquette High School, Union Electric Substation and right-of-way power lines, Power Line Right-of-Way, Mercantile Bank, Bent Tree Subdivision, Wilson Farms Subdivision and the Chesterfield/Clarkson Valley border line.
- Presented an enlarged site plan. Pointed out the "triangle" area adjacent to the south. The large tree mass (7 or 8 trees) is in the .781 acre wedge, south and off of this site.
- Proposing to locate the building on the front of the property in relation to Clarkson Road and the parking in the back.
- Proposing to locate curb access ramps off of relocated Wilson Road and Clarkson Road.
- The elevation is 650 along Clarkson Road, sloping down 25 feet to an elevation of 625 at the intersection of existing Wilson Road and relocated Wilson Road.
- Proposing rows of parking with large landscaped areas to break up parking, which allows a large green space for dense landscaped areas (serves as landscape accent and buffering to the building).
- Proposed building to be a 15,000 square foot "grade level building" featuring the parlors, chapel, lounge, business offices, etc. A basement level will contain the garage, storage, work areas and additional office areas. Has two covered drive areas on back and side. The building is residential in character, scale and quality. Warm tone, earth-tone brick with stone accents, a gabled residential shingle roof. Door and window treatments will be residential.

- No roof top equipment. Mechanical equipment to be located below grade.
- A four to five foot berm is proposed. Landscaping will consist of ornamental trees as well as 8-10 foot pine trees.
- Approach is to provide a building that is inviting to the surrounding area.

COMMENTS/DISCUSSION BY COMMISSION

- Type of usual peak hours 365 days, 8:30 a.m. to 9:00 p.m. Visitation hours start in afternoon and go until 9:00 in the evening. Processions would encompass 12 to 15 cars and those could be either in morning or afternoon. Funerals are held at 9:00 a.m. or 3:00 p.m.
- There is a chapel within the building consisting of 120 seats.
- Number of parking spaces - 105.
- Utilize a low level of lighting, concerned about the neighborhood. "Shoebox" type fixture - throws light down not out. Sixteen to eighteen feet high. Will run until an hour after hours (10:00 p.m or so).
- Signage would be a low level monument at the corner of Clarkson and Wilson. Light materials similar to the building (brick stone, etc.) low level lighting and landscaped.
- Landscaping on old Wilson Road is not pointed out on the plans. Pointed out that Wilson Road is to be relocated and at that point Old Wilson Road at that point is typically abandoned, normally 20 feet would revert to the owner (Buchholz). The 20 feet would be added to the 15 feet already proposed, for a net of 35 feet of green space.
- The three-quarter area to the south is not owned by Buchholz.

SPEAKERS IN FAVOR: - None

SPEAKERS IN OPPOSITION:

Mr. Keith Kramer, 3 Morganfield Court, Chesterfield, MO 63017, as an individual.

Mr. Kramer noted the following:

- Pointed out that the City needs a mortuary.
- Concern that Wilson Road, being a two lane road with a one lane bridge, with long processions of traffic would create a hardship for those living along Wilson Road.
- Concern that the Catholic church is located in this area also. Wilson Road is used to get to the Church.
- Concern that there was no mention of the number of trees and the size of the trees, type of landscaping would be included.
- Suggestion to the Planning Commission to give considerable consideration to make a land scape submittal a part of this plan with particular size of trees, landscaping called out and possibly an escrow to see that that did occur.
- There was nothing mentioned about a particular sign.
- Suggestion to write into the Conditional Use Permit the note of 16 to 18 foot high lighting and the hours of operation (8:30 to 10:00).
- Regarding the design of the building, it may look residential in nature, what is the square foot, size and mass in terms of keeping with the surrounding community of 3-4,000 square foot homes.
- Asks the Commission to table this matter, until such time as plans for the improvement for Wilson Road can be finalized, until such time as the petitioner can submit plans regarding landscaping and complete development of the site.

Mr. Jim Kralemann, 2036 Wilson Farm Court, Chesterfield, Missouri 63017, as an individual.

Mr. Kralemann noted the following:

- Feels that the plan is not compatible with the neighborhood environment.
- Doesn't feel this is the best site for a mortuary.

Mr. Arthur Zambruski, 16099 Meadow Oak Drive, Chesterfield, MO 63017, as an individual.

Mr. Zambruski noted the following:

- Feels that there could be a better location for the mortuary.
- May tend to leave curiosity for children.

Mr. Bob Miltenberger, 16445 Wilson Farm Drive, Chesterfield, MO 63017, speaking for a group.

Mr. Miltenberger noted the following:

- Proposition 2792 (rezoning) not a good faith effort to build a residence comparable to other areas.
- Another way to establish a commercial area.
- Regarding the conditional use, it is not consistent with surrounding residential developments.
- May cause a decline in property values.
- May limit the City's ability to attract more desirable growth and development opportunities to this area. (Some residents may not want to live near a mortuary.)
- May tend to increase traffic congestion, mainly to Ascension Church.
- Suggested putting park in this area.
- Opposed to commercial zoning in this area.

Mr. Steve Rach, 16408 Brandsford Point Court, Chesterfield, MO 63005, as an individual.

Mr. Rach noted the following:

- Concern that the proposal is not keeping with the residential tone that he felt existed in this area, which prompted him to select his home.
- Concern that it would negatively effect property value.
- This might compound the problem by putting a similar enterprise immediately across the street from Clarkson Square.

Peter L. White, 16062 Hunters Way Drive, Chesterfield, MO 63017, as an individual.

Mr. White noted the following:

- Referred to this site as being "spot zoning" and feels it is totally unappropriated.
- Concern that this is unappropriated use of the land.
- Pointed out that certain promises were made prior to incorporation by perspective chamber members, that they were opposed to further development along Clarkson Road. As incumbents they reissued those promises, both publicly and privately, and feels that they should be called on.
- Suggests that the proposal be turned down.

Mr. Carl Kruttsch; 16067 Clarkson Woods Drive, Chesterfield, MO 63017, as a group.

Mr. Kruttsch noted the following:

- Concern about "spot zoning" south of Baxter Road.

Ms. M. J. Pfeffer, 2101 Wilson, Chesterfield, MO 63005, as an individual.

Ms. Pfeffer noted the following:

- Concerned about the lighting at night.
- Concerned about landscaping (screening) between her property and the mortuary.
- Concerned about traffic on Wilson Road.
- Concerned about a decline in property value.
- Previously spoke to Commission about adjacent proposal, feels there should be more green areas, either a park or natural area to help preserve greenery and help preserve wild life.
- Doesn't feel there is a need for more commercial development.
- Concern about walking out front door and seeing the mortuary.

Ms. Bonnie Besterfeltt, 16306 Wilson Farm Drive, Chesterfield, MO 63017, as a group.

Ms. Besterfeltt noted the following:

- Concern about the feelings of having a mortuary close to a residential area. Some people have a hard time with mortality.
- Pointed out that the residents didn't have any say in the Commercial area across the street.
- Concern about the residents who talked to her, they do not want the mortuary in this location.
- Brought up a concern about another mortuary in this area. Says that they already petitioned the City.
- Concerned about the 105 parking spaces.

- Concerned about the number of employees.
- Concerned about the traffic at the hours of 9:00 and 3:00. That is when the high school dismisses the students and it is chaos in this area at that time of day and 9:00 is ending of peak time.
- Speaking as a trustee, they do not allow a business in their subdivision except for a personal service to the neighborhood.
- Suggestion to make this area a personal service area. Make this area a beautification area.
- Suggestion to put a day care center in this area.
- Suggested putting a mortuary by the YMCA instead of this area. It would be very accessible by the YMCA.

SPEAKERS - NEUTRAL:

Ms. Marianne Scheerer, 2107 Heather Glen Drive, Chesterfield, MO 63017, as a neutral party.

Ms. Scheerer noted as follows:

- Concerned about the mortuary's aesthetics-would be pleasing to the eye. But the location would send a signal to other areas, committees, investors and homeowners that we would like to have commercial along Clarkson Woods Drive.
- Clarkson Valley along Kehrs Mill opposed making this area commercial zoning.
- Concern about traffic situation.
- Pointed out that the County will be having traffic court in this area, which will produce more traffic.
- Concern about the traffic coming from the schools around 3:00.

- Concern over property immediately south. Would this be residential or a gas station.

Chairman Domahidy noted some questions that had been raised from the speakers and Councilmembers in relation to the following:

- Number of Employees.
- Appropriateness of this zoning at this site.
- Concern about "spot zoning".
- Concern about the lighting.
- Concern about landscaping adequacy.
- Concern about traffic.
- Writing hours of operation into the permit.
- Size of the building.

REBUTTAL

Mr. Milles noted the following:

- Commented on the traffic in regard to funeral procession. If and when a large scale type of service were to be held, it is normal for City Police to be involved in terms of traffic. It is also not a typical situation. Noted that Clarkson Road is being widened to five (5) lanes.
- Regarding the traffic flow to Ascension Church, the majority of the processions would utilize the signalized intersection at Clarkson and Wilson and he stated that 90% would be going in the opposite direction as opposed to down Wilson Road.
- The landscape criteria is on the submission, since it is required by the City and it meets their requirements.
- A mortuary is very active in the community, participating with some of the school programs in terms of upper education. (Death and dying type programs)
- Notes that they are not seeking commercial zoning, this is for a residential "R-1" zoning and a Conditional Use Permit.

- Notes that this type of building with upgraded landscaping, becomes much more transitional and will act as a buffer.
- Comments that a day care center or park would bring more traffic at peak hours.
- Comments on buffering on "Old" Wilson Road, when vacated our 25 feet would be applied to our western border, providing 35 feet of buffering.
- Noted that they are not aware of another mortuary.
- Noted that there are to be five (5) employees. Could be more in time.
- Lighting will be low level directed down and onto adjacent areas, will not spill.
- Landscape area will also include small residential light ballards.
- Commented on Clarkson-Wilson Centre - that the location of the mortuary would anchor the community by providing a transitional buffer from the commercial development across the street.

Mr. Greg Garrison, 16427 Brandsford Point, Chesterfield, MO 63017

Mr. Garrison noted the following:

- There will be a petition relative to a mortuary located adjacent to the church located at Baxter and Clarkson Road. Another firm would bring to you another petition for a Conditional Use Permit.

SHOW OF HANDS

IN FAVOR 11

IN OPPOSITION 68

Mr. Duepner, there was a question raised this evening by one of the speakers. There is not nor has there been another petition submitted to the City for a mortuary. No petition has been filed with the Planning Department.

RECESS - 8:15 P.M. RESUMED AT 8:25

APPROVAL OF THE MINUTES

The Minutes from the meeting of November 9, 1992, were approved.

OLD BUSINESS - None

NEW BUSINESS

Joe Hanke requested that P.Z. 21-92 and P.Z. 22, 24, 25 and 26-92 be reviewed simultaneously.

Commissioner McGuinness made a motion to take these items off the table and seconded by Commissioner Brown. The motion passed by a vote of 6 to 0.

- A. P.Z. 21-92 City of Chesterfield Planning Commission; "R-2" 15,000 square foot Residence District, "FPR-2" Flood Plain "R-2" 15,000 square foot Residence District, and "R-6" 4,500 square foot Residence District to "NU" Non-Urban District and "FPNU" Flood Plain Non-Urban District; north side of Wild Horse Creek Road, at the west side of Santa Maria Drive.
- B. P.Z. 22-92 Chesterfield Village, Inc., Jones Custom Homes and Mayer Homes, Inc. (Wild Horse Creek Place); "NU" Non-Urban District to "R-6" 4,500 square foot Residence District; approximately 1,250 feet north of Wild Horse Creek Road.
- C. P.Z. 24-92 Chesterfield Village, Inc., Jones Custom Homes and Mayer Homes, Inc. (Wild Horse Creek Place); "NU" Non-Urban District to "R-6" 4,500 square foot Residence District; north of Wild Horse Creek Road.
- D. P.Z. 25-92 Chesterfield Village, Inc., Jones Custom Homes and Mayer Homes, Inc. (Wild Horse Creek Place); "NU" Non-Urban District to "R-2" 15,000 square foot Residence District; intersection of Santa Maria Drive and Wild Horse Creek Road.

- E. P.Z. 26-92 Chesterfield Village, Inc., Jones Custom Homes and Mayer Homes, Inc. (Wild Horse Creek Place); Planned Environment Unit (PEU) Procedure in an "R-2" 15,000 square foot Residence District, "FPR-2" Flood Plain "R-2" 15,000 square foot Residence District, and "R-6" 4,500 square foot Residence District; north of Wild Horse Creek Road, at the west side of Santa Maria Drive.

Planning Specialist Joe Hanke presented the petitions for the Department. The Department recommends **approval** of the change of zoning for the "R-2" triangular piece, the two "R-6" parcels and the overall Planned Environment Unit for the project subject the conditions made a motion and recommends **denial** of P.Z. 21-92.

Commissioner McGuinness made a motion to **deny** P.Z. 21-92, seconded by Commissioner Scruggs.

COMMENTS/DISCUSSION BY COMMISSION

- Discussion of appropriateness of motion.

Upon a roll call the vote was as follows: Commissioner Brown, yes; Commissioner Cannon, yes; Commissioner Kirchoff, yes; Commissioner McGuinness, yes; Commissioner Scruggs, yes; Chairman Domahidy, yes. **The motion passed by a vote of 6 to 0.**

Commissioner McGuinness made a motion to **approve** P.Z. 22, 24, 25 and 26-92, inclusive, subject to the Conditions in Attachment A and its Addendum, seconded by Commissioner Kirchoff.

COMMENTS/DISCUSSION BY COMMISSION

- The Department feels that the developer wants to locate the activity center next to the detention ponds because the areas are somewhat compatible with each other, that it provided additional green area and, as opposed to separating them, the developer felt that opposed to having common ground

areas, he could combine these two areas with the natural areas. From a Planning point of view, it makes sense to have them together.

- The conditions state that no more than 15% of the trees are to be removed from the site. This will be more apparent at the Site Development Plan stage and that it would be incumbent upon the Department and the Planning Commission to review the Site Development Plan with that condition in mind. Subsequently, when the formal plan came in we would attempt to hold the petitioner to that previous commitment he made by virtue of his preliminary study of the location of the trees. The Site Plan is conceptual in nature at this point.
- Within the conditions there is a need for a temporary emergency access lane for the Chesterfield Fire Protection District.
- In regard to the location of the recreation center, the developer should reconsider the lighting situation. Lighting is prohibited where the recreation center is currently located. It was noted that the developer did not want lighting in this area.
- Baxter Road Extension to Chesterfield Airport Road is the responsibility of the developer. (Referred to page 10 of the report, item "k", "l" and "u" in the Conditions, and in the County Highway Departments Comments) Trust funds will be available from the County Highway Department for road work.
- There is a minimum of 1 parking space required according to the Zoning Ordinance. This is utilized for determining traffic generation assessment of 1 space for a single-family and 1 1/2 spaces for a multi-family unit. Normal traffic generation assessment will not pay for the extension and the acquisition of right-of-way. The County indicated that the developer would be reimbursed from the traffic generation trust fund for acquisition of right-of-way and for the roadway connection.
- The County Highway Department could utilize their right of eminent domain to acquire the right-of-way if the developer is unable to acquire it. The developer would need to seek the right of way first. The developer would work with the County Highway Department to determine the appropriate amount to offer for the right-of-way.
- The engineering has been done for the roadway. The Baxter Extension and south to Clarkson Road are County arterial roads and the County will review and make a determination for the appropriate location. Other factors

involved are to make an appropriate intersection at Chesterfield Airport Road as well as acceptable grades getting down to the intersection as well as getting up to the site.

- In reference to the trees along the property lines, the petitioner is willing to establish a trail in this area. No details have been completed at this point. Mr. Duepner suggested making provisions for this for future occurrence, similar to what was done with the Brook Hill Development.
- "Village A" walkways to be a minimum of 15 feet in width to allow for sidewalk and landscaping on either side. Proposing pedestrian ways connecting each of the villages between the abutting rear yards of the units.
- Discussed relocating the recreation center more to the interior of the site.
- It is not appropriate to pass the recommendation with something as general as to be "relocated". This gives no direction and would be hard to enforce.
- The recreation center should be moved to a more central location, however establishing that it shall not be within a certain distance of the perimeter of the Planned Environment Unit.

Commissioner Cannon proposed an **amendment** to the original motion that the recreation center be moved to a site near the center of Village B and that a system of walkways connecting all of the Villages to that location be developed by the site planner for the developer. Seconded by Commissioner Kirchoff.

COMMENTS/DISCUSSION BY COMMISSION

- Walkways in addition to the sidewalks. To develop a system of walkways to connect the Villages to the recreation center without having to go to a roadway.

Commissioner Scruggs noted that he does not support the decision to insist that the developer should provide this. Unless the Comprehensive Plan stated that all subdivisions of "X" size should have this throughout the City of Chesterfield.

- Very few sites come before the Planning Commission for 600 homes in the site. Commissioner Cannon feels that the Planning Commission can expect more from this development than they do from a 26 house subdivision. Should include pedestrian ways for people and bicycles not only roadways.
- Should be cautious about duplicating unnecessarily sidewalks which would reasonably connect certain areas with the recreation center. Provide a more direct route to the recreation center.

Councilmember Hathaway commented on the fact that most groups that come in feel that the City doesn't do enough for parks. Whether they be a small pocket park or a large park. With this number of homes, this would be a great opportunity to provide a park, however small, for such a development.

Commissioner McGuinness made a motion to move the previous question on the amendment, seconded by Commissioner Brown. **The motion to move the previous question was approved by a vote of 6 to 0.**

Upon a roll call the vote was as follows: Commissioner Brown, yes; Commissioner Cannon, yes; Commissioner Kirchoff, yes; Commissioner McGuinness, yes; Commissioner Scruggs, yes; Chairman Domahidy, yes. **The amendment passed by a vote of 6 to 0.**

COMMENTS/DISCUSSION BY COMMISSION

- Emergency access shall be provided in association with Baxter Road Extension improvements.

Commissioner Kirchoff proposed an amendment which reverts the side and front yard setbacks to 10 foot side yard and 25 foot front yard. Dies for lack of a second.

Director Duepner indicated that the petitioner proposed a 20 foot front yard and a 6 foot side yard.

Commissioner Kirchoff an **amendment** to require 8 foot side yard setbacks and 20 foot front yard setbacks. **Motion died for lack of a second.**

Commissioner Kirchoff made a motion to **reword** the first and second paragraph (paragraph three was removed) of the conditions on page seven (7) item "ee" to read a 25 foot wide landscaped common ground strip should be required Seconded by Commissioner Cannon. **The motion passed by a vote of 6 to 0.**

COMMENTS/DISCUSSION BY COMMISSION

Commissioner Brown asked if the landscape policies in general would be applicable to this. Credit would be given for existing vegetation and as much as could be preserved wherever possible. Planning Specialist Joe Hanke stated that yes it would.

Commissioner McGuinness **moved** the previous question on the **original motion** as amendment. Seconded by Commissioner Brown. **The motion to move the previous question passed by a vote of 5 to 1**, with Commissioner Kirchoff voting no.

Commissioner Kirchoff noted that with respect to architectural elevations the developer is being asked for review in connection with multi-family residences and they should also be required with single-family residences/lots fronting on Baxter Road.

Commissioner McGuinness respectfully requested that Commissioner Kirchoff be ruled out-of-order due to parliamentary procedure and the Planning Commission proceed with previous question. City Attorney Doug Beach noted that strictly following the rules of parliamentary procedure, the Commission should go directly to a vote without any further comment or motions.

Upon a roll call for approval of the **original motion and its two (2) amendments** the vote was as follows: Commissioner Brown, yes; Commissioner Cannon, yes; Commissioner Kirchoff, yes; Commissioner McGuinness, yes; Commissioner Scruggs, yes; Chairman Domahidy, yes. **The motion passes by a vote of 6 to 0.**

COMMENTS/DISCUSSION BY COMMISSION

Director Duepner pointed out the provisions of the Planned Environment Unit Section of the Zoning Ordinance states that when an approval is recommended subject to conditions and the conditions cause a substantial change in the Site Plan presented at the public hearing, the Commission withhold forwarding recommendation to the Council pending receipt of a revised plan from the petitioner reflecting the compliance with the recommended conditions.

- F. P.Z. 19-92 AT&T; "R-2" 15,000 square foot Residence District and "FPR-2" Flood Plain 15,000 square foot Residence District to "C-8" Planned Commercial District and Amended "C-8" Planned Commercial District; north of Olive Boulevard, east of the intersection of Olive Boulevard and State Highway 141 (Woods Mill Road).

Commissioner McGuinness moved that the Planning Commission **grant withdrawal** of P.Z. 19-92 without prejudice. Seconded by Commissioner Cannon. **The motion passed by a vote of 6 to 0.**

Commissioner Brown left the meeting.

- G. P.C. 54-86 St. Louis Industrial Properties Ltd., No. 10; request for extension of time to file Site Development Plan in "C-8" Planned Commercial District; south side of South Forty Drive, west of Schoettler Valley Drive.

Commissioner McGuinness moved to **approve** P.C. 54-86, subject to the Department's report to request an extension of time. Seconded by Commissioner Scruggs. **The motion to approve passed by a vote of 5 to 0.**

Site Plans, Building Elevations and Signs

- A. P.Z. 1-91 Lou Fusz Ford; "C-8" Planned Commercial District Amended Site Development Plan; south side of U.S. Highway 40/I-64, east of Long Road.

Commissioner Kirchoff on behalf of the Site Plan Review Committee, made a motion to approve the amended site development. Seconded by Commissioner Cannon.

COMMENTS/DISCUSSION BY COMMISSION

- This does not include a sign on a pole. There is already a sign and the site development plan shows what is existing.

The motion passed by a vote of 5 to 0.

- B. Brookhill Estates Subdivision; Planned Environment Unit in "R-1A" Residence District Subdivision Record Plat (Plat Five); west side of Schoettler Road, north of Clayton Road.

Commissioner Kirchoff on behalf of the Site Plan Review Committee, made a motion to approve the subdivision Record Plat. Seconded by Commissioner Scruggs. **The motion passed by a vote of 5 to 0.**

- C. P.Z. 8-92 John A. and Laverne Reuther (Cybertel); Conditional Use Permit (CUP) in the "NU" Non-Urban District Site Development Plan and building elevations; Reuther Drive, northwest of Wild Horse Creek Road.

Commissioner Kirchoff on behalf of the Site Plan Review Committee, made a motion to approve of the Site Development Plan and Building Elevations with the following two (2) conditions: the tower height should not exceed 690 feet above sea level and that there be included a two year landscape maintenance bond. Seconded by Commissioner McGuinness. **The motion passed by a vote of 5 to 0.**

- D. Timberlake Office Park Subdivision; "C-8" Planned Commercial District Subdivision Record Plat; south side of Conway Road, west of White Road.

Commissioner Kirchoff on behalf of the Site Plan Review Committee, made a motion to **approve** the subdivision Record Plat as presented subject to the deletion of the provision for Timberlake Parkway a 50 foot wide roadway in the northwestern portion of the Record Plat. Seconded by Commissioner McGuinness. **The motion passed by a vote of 5 to 0.**

- E. Sycamore Ridge Subdivision; Planned Environment Unit in "R-3" Residence District Subdivision Record Plat; west side of Sycamore Drive, north of Kehrs Mill Road.

Commissioner Kirchoff on behalf of the Site Plan Review Committee, made a motion to **approve** the subdivision Record Plat. Seconded by Commissioner Scruggs. **The motion passed by a vote of 5 to 0.**

Committee Reports

A. Ordinance Review Committee

Commissioner Cannon reported the Ordinance Review Committee meeting was held on November 21st at 9:00 a.m. Several members of Civic Progress were in attendance as well as a representative from a sign company and Ed Levinson from the City Council.

Civic progress had prepared a very detailed report on some of their concerns relating to the proposed sign ordinance. The concerns were reviewed and in some cases clarified by members of the committee and staff.

A response to each concern will be submitted to the Sign Committee of the Civic Progress as well as other interested parties.

The next meeting of the Ordinance Review Committee is Friday, December 4th at 4:00 p.m.

B. Landscape Committee

Commissioner Kirchoff reported on the Landscape Committee. The Committee is still building the Landscape Guidelines and should complete these at the Tuesday, December 1st meeting at 4:00 p.m.

D. Comprehensive Plan Committee

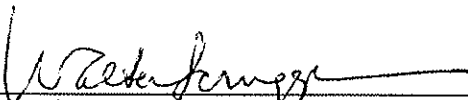
Commissioner McGuinness reported the Committee is in a gridlock. The Comprehensive Plan was to be updated and approved in the middle of the year. The Committee is having some difficulty in getting quorums. The Committee met again on November 12 and reviewed the comments from the public hearing and have some recommendations which the Planning Commission has. Commission McGuinness request that the Planning Commission put the Comprehensive Plan on the Commissions Agenda for consideration and possibly approval to allow the Committee to move forward. Commission McGuinness has a minority report that needs to be discussed that Councilmember Clarke brought up at the last meeting.

E. Procedures Committee

Commissioner Domahidy reported the Procedures Committee will meet after the holidays.

A motion to adjourn was made by Commissioner Cannon and seconded by Commissioner Kirchoff.

The meeting adjourned at 9:45 p.m.

 (As amended at meeting)
Walter Scruggs, Secretary

[min11-23.092]