

MEMORANDUM

TO: Mike Geisel, City Administrator

FROM: Justin Wyse, Director of Planning & Development Services
James Eckrich, Director of Public Works/City Engineer

SUBJECT: Planning & Public Works Committee Meeting Summary
Thursday, November 8, 2018,

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A meeting of the Planning and Public Works Committee of the Chesterfield City Council was held on Thursday, November 8, 2018 in Conference Room 101.

In attendance were: **Chair Michelle Ohley** (Ward IV), **Councilmember Mary Ann Mastorakos** (Ward II), and **Councilmember Dan Hurt** (Ward III). Councilmember Barry Flachsbart (Ward I) was absent.

Also in attendance were: Mayor Bob Nation; Planning Commission Chair Merrell Hansen; Jim Eckrich, Director of Public Works/City Engineer; Justin Wyse, Director of Planning & Development Services; and Kathy Juergens, Recording Secretary.

The meeting was called to order at 5:30 p.m.

I. APPROVAL OF MEETING SUMMARY

A. Approval of the October 18, 2018 Committee Meeting Summary

Councilmember Mastorakos made a motion to approve the Meeting Summary of October 18, 2018. The motion was seconded by Councilmember Hurt.

Discussion after the Motion

Chair Ohley noted that on Page 7, second paragraph, "Commissioner" Mastorakos should be corrected to "Councilmember" Mastorakos.

The October 18, 2018 Committee Meeting Summary, as amended, was passed by a voice vote of 3-0.

II. UNFINISHED BUSINESS – None.

Councilmember Hurt made a motion to suspend the rules and move New Business Item G before Item A. The motion was seconded by Chair Ohley and **passed by a voice vote of 3-0.**

III. NEW BUSINESS

- G. P.Z.14-2016 18331, 18333 & 18335 Chesterfield Airport Rd. (LSL I, LLC and LSL II, LLC.) (Time Extension Request):** A request for an eighteen (18) month extension of time to submit a Site Development Concept Plan or Site Development Plan for a 16.0 acre area of land zoned "PC" Planned Commercial District located at the northwest side of the intersection of Chesterfield Airport Rd. and Spirit of St. Louis Blvd. (17V410060, 17V410026 and 17V410037).

STAFF REPORT

Justin Wyse, Director of Planning & Development Services, stated the property owner is requesting an 18-month time extension to submit a Site Development Concept Plan or Site Development Plan. The property was zoned "PC" Planned Commercial District in June of 2017. To date, no plans for development have been submitted and the property owner is requesting an 18-month extension of time to submit plans in accordance with the planned district ordinance. Staff has reviewed the request and recommends approval.

DISCUSSION

In response to Councilmember Hurt's question, Mr. Wyse stated that this is the first extension request from the property owner.

Councilmember Hurt stated he does not necessarily want to grant the extension as he prefers the previous zoning of "M3" or a "PI" district which he feels are more appropriate for this area. He favors an industrial district that creates more jobs rather than a commercial district. Mr. Wyse stated that if Council prefers an industrial zoning, then Council would have to initiate a rezoning process.

There was some further discussion on rezoning the property. There was also discussion with regard to restricting the time extension to 12 months versus 18 months.

Councilmember Mastorakos made a motion to forward an 18-month time extension for P.Z.14-2016 18331, 18333 & 18335 Chesterfield Airport Rd. (LSL I, LLC and LSL II, LLC.) to City Council with a recommendation to approve. The motion was seconded by Councilmember Ohley and passed by a voice vote of 3-0.

[Please see the attached report prepared by Justin Wyse, Director of Planning and Development Services, for additional information on P.Z.14-2016 18331, 18333 & 18335 Chesterfield Airport Rd. (LSL I, LLC and LSL II, LLC.) (Time Extension Request).]

A. Chesterfield Hockey Association Agreement

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated that Chesterfield Hockey Association is developing a multi-sport ice complex. The associated parking lot is eligible for reimbursement through the Chesterfield Valley Transportation Development District (TDD). As a condition of eligibility, Chesterfield Hockey Association is required to provide the City and the TDD an easement to allow use of the parking lot. The easement agreement stipulates that Chesterfield Hockey will be responsible for all parking lot maintenance.

Mike Murray, Armstrong Teasdale, further explained the request and pointed out the exact location of the easement. He stated there is really no downside to the City or the TDD in granting the easement as Chesterfield Hockey Association will be responsible for the maintenance of the parking lot.

DISCUSSION

In response to questions from the Committee, Mr. Murray confirmed that this easement expires when the bonds are paid off. He also stated that if for some reason Chesterfield Hockey Association were to dissolve, maintenance responsibilities for the area would transfer to the next property owner, or a bank in the case of foreclosure.

Councilmember Hurt made a motion to forward to City Council an ordinance authorizing the City of Chesterfield to enter into and execute an easement and maintenance agreement with Chesterfield Hockey Association with a recommendation to approve. The motion was seconded by Councilmember Ohley and **passed by a voice vote of 3-0.**

Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the November 19, 2018 City Council Meeting. See Bill #

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Chesterfield Hockey Association Agreement.]

B. Special Activity Permits

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, explained the proposed Special Activity Permit Policy, and cited examples of Special Activities such as parades, bike rides, block parties, carnivals and promotional events. Before such an event can take place, a Special Activity Permit (SAP) must be issued. Applications are reviewed by each department, coordinated by the Planning & Development Services Department. Mr. Eckrich stated that the requirement for an SAP is not currently contained within the City Code or addressed by City Policy. Therefore, Staff recommends that Public Works Policy No. 39 be established to regulate the issuance of SAPs.

Councilmember Hurt made a motion to forward Public Works Policy No. 39, Special Activity Permits to City Council with a recommendation to approve. The motion was seconded by Councilmember Mastorakos.

Discussion after the Motion

In response to Councilmember Mastorakos' question relating to insurance, Mr. Eckrich stated that insurance is not required if the event takes place within a single subdivision. However, if an event encompasses multiple streets and/or subdivisions, such as a large bike ride or run, insurance would then be required.

The above motion passed by a voice vote of 3-0.

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Special Activity Permits.]

C. Stop Signs – Lydia Hill and Veterans Place

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated there is currently a stop sign on Veterans Place with through traffic on Lydia Hill. The Riparian Trail's permanent connection will be located at that intersection. Many residents will use the Central Park parking lot in order to access the Riparian Trail. Additionally with the completion of the Watermark Development, there will be four-way traffic at that intersection. In accordance with City Policy, stop signs are not constructed on through streets such as Lydia Hill Drive, unless the intersection meets the warrants established in the Manual of Uniform Traffic Control Devices (MUTCD). Staff believes this intersection meets the warrants for an all-way stop condition, and recommends approval of an All Way Stop condition.

Councilmember Mastorakos made a motion to forward an ordinance amending schedule VI of the Model Traffic Ordinance of the City by adding an all-way stop condition at the intersection of Lydia Hill Drive and Veterans Place Drive to City Council with a recommendation to approve. The motion was seconded by Councilmember Hurt and **passed** by a voice vote of 3-0.

Note: One Bill, as recommended by the Planning & Public Works Committee, will be needed for the November 19, 2018 City Council Meeting. See Bill #

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Stop Signs-Lydia Hill and Veterans Place.]

D. 2019 Emerald Ash Borer Funding Authorization

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated that we will soon be entering year 4 of the 7-year plan to remove all Ash trees within the City right of way. Staff initially expected an annual cost of \$583,000 per year. That cost is being reduced this year because there have been fewer replacement trees requested than was anticipated. With the cumulative savings from the previous year's reforestation efforts, Staff believes that additional funding for restoration is not necessary in 2019. Therefore, Staff is requesting an allocation of \$419,000 for 2019.

Councilmember Hurt made a motion to forward to City Council a recommendation to approve a \$419,000 allocation from the General Fund - Fund Reserves for costs associated with the 2019 Emerald Ash Borer Preparedness Plan. The motion was seconded by Councilmember Mastorakos and **passed** by a voice vote of 3-0.

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on 2019 Emerald Ash Borer Funding Authorization.]

E. 2019 Snow Removal Recoupment for Private Streets Funding Authorization

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated that in accordance with Public Works Policy 21, annual funding is being requested for snow removal costs on private streets. This requires a recommendation from this Committee and ultimately an allocation from City Council.

There are 51 subdivisions eligible to participate in the program with a maximum financial obligation of \$163,021. Therefore, Staff recommends a transfer from the General Fund - Fund Reserves account in the amount of \$163,021.

Councilmember Hurt made a motion to forward to City Council a recommendation of a 2019 transfer of \$163,021 from the General Fund - Fund Reserves, over the 40% policy, to fund the Snow Removal Recoupment Program for private streets. The motion was seconded by Councilmember Ohley and **passed** by a voice vote of 3-0.

[Please see the attached report prepared by Jim Eckrich, Director of Public Works/City Engineer, for additional information on Snow Removal Recoupment Program for Private Streets 2019 Funding Authorization.]

F. 2018/2019 Snow Removal – Priority Road List

STAFF REPORT

Jim Eckrich, Director of Public Works/City Engineer, stated that Public Works Policy 33, Snow Removal for Private Driveways within Public Right-of-Way, will again be followed during the 2018/2019 winter season. This Policy establishes the procedure Staff uses to remove snow and ice from the driveway aprons of qualifying residents. This Policy has been adopted on a trial basis and will remain in effect until eliminated or permanently adopted by City Council.

Staff has also reviewed the Priority Road List and made a few updates. This list differs from the primary and secondary streets that are delineated in the City's Snow Maps. When warranted, these Priority Roads (including bridges) will be pre-treated prior to snow/ice storms. This list will be used by Public Works Staff throughout the winter season and updated as necessary.

Councilmember Hurt made a motion to implement Staff's Priority Road List during subsequent snow/ice events. The motion was seconded by Councilmember Mastorakos and **passed** by a voice vote of 3-0.

IV. OTHER – None.

V. ADJOURNMENT

The meeting adjourned at 5:59 p.m.