

# PLAN COMMISSION MEETING MINUTES OF February 12, 2020

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## MEETING MINUTES City of Berkeley City Plan Commission Wednesday, February 12, 2020 6:00 P.M.

Council Chambers, 8425 Airport Road, St. Louis, MO 63134

Note: The agenda for this meeting was posted on the bulletin board at the City Hall complex, 8425 Airport Road and is in compliance with the Open Meetings Law.

Members Present: Mayor Hoskins, Will Ferguson, Debora White and Carolyn Crimes

Staff present: Kimberley Smith-Drake, Economic Development Coordinator, Jim Linhardt, Fire Chief

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### CALL TO ORDER / DECLARATION OF QUORUM

With a quorum established, Mayor Hoskins called the meeting to order at 6:03 pm. It should be noted Debora White the new Commissioner was present for the City Plan meeting.

### MINUTES

Approval of November 13, 2019 City Plan Regular Meeting Minutes.

Commissioner White stated that the minutes attached to the staff report had missing pages. The Board Secretary provided copies of the meeting minutes with all pages attached. The Commissioners reviewed briefly.

Crimes made a **MOTION** to approve the minutes. Commissioner Ferguson **SECOND** the motion. A voice vote was taken, and the minutes were unanimously approved with a voice vote 4:0, White, Crimes, Hoskins, and Ferguson.

### PUBLIC COMMENT:

None

### OLD BUSINESS

None

### NEW BUSINESS:

**Case No. 20-01** - A request for a lot consolidation of two parcels 9040 & 9080 Frost Ave.

Petitioner April Giesmann of the Horner Shifu Company stood before the Plan Commission on behalf of Missouri American Water Company requesting permission from the Commission to consolidate two lots located at 9040 & 9080 Frost Industrial for use of new building construction and storage. Mayor Hoskins addressed the members of the Plan Commission about his concerns about consolidation cases. He wants all members to fully understand circumstances of cases such as consolidation. Mayor Hoskins later stated that previous cases have gotten the city involved in legal matters. Hoskins continued with discussing how he strongly disagrees with consolidation for use of two separate operations. Moving forward with the discussion April Giesmann addressed Hoskins

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concerns reassuring the lot consolidation will be used for one operation only. Economic Development Coordinator Kimberly Smith-Drake discussed the details and the operational plan that Missouri American Water Company has for the lot consolidation project. It should be noted that water company currently has ownership of the lots and originally presented this case to the members of the City Council for a temporary trailer use. Changes occurred overall between the contractors and the water company and the final decision was made to move forward with the building structure for permanent use as a customer service hub. Mayor Hoskins requested setback details for the proposed building construction. Ms. Geismann discuss with the members those details using the site plan included in the staff report given to all members. More discussion endured member Hoskins asked about the operational use of the consolidated lots and April briefly provided the plan set for the lots. The lots will operate as a secondary maintenance location. The main location operates out in Creve Coeur. There will be approximately 50 service vehicles along with 20-30 vehicles with the trailers attached and operations will be during the day. The site will staff about 16 employees and the site will not be considered a service site for services such as bill payments. The location will provide only maintenance and storage for maintenance vehicles and trailers. Closing the case discussion Mayor Hoskins and Economic Development Coordinator Smith Drake endured in a brief recap of Ms. April Geismann request ending with Smith-Drake looking forward to the business plan proposal with the hopes of it provided great service to the community

With no further discussion, Commissioner Crimes made **MOTION** to approve, Commissioner Ferguson **SECOND**. A voice vote was taken 4; 0, White, Crimes, Hoskins, and Ferguson.

**Case No 20-02-** A request for referral to the Board of Adjustment for a Fence Variance.

Ms. Geismann is also the petitioner representing Missouri American Water Company. The request is for a 7foot barbwire fence to complete the building structure. The Plan Commission endured in a brief discussion over fence requirements in the city with Economic Development Coordinator Kimberly Smith-Drake. All members agreed to refer the final decision to the Board of Adjustment.

Hoskins advised Ms. Geismann to make contact with the City Manager Debra Irvin for meeting date for the Board of Adjustment.

Commissioner Crime made **MOTION** to approve, Commissioner Ferguson **SECOND**. A voice vote was taken 4;0 White, Crimes, Hoskins, and Ferguson

**Case No 20-03-** A request for a Special Use Permit to operate an adult daycare center at 8650 Frost.

The petitioner was not present to discuss the case. Mayor Hoskins questioned whether or not the petitioner was informed about the meeting. Economic Development Coordinator Kimberly Smith-Drake stated that she did make contract with the petitioner to be present for the meeting. Mayor Hoskins instructed Smith-Drake to inform the petitioner that their case will be tabled until the next Plan Commission meeting.

Before moving forward with the next case on the agenda the Commissioner members referred back to Hoskins concerns about lot consolidation. Hoskins mentioned before about a previous lot consolidation case and the disagreement was the operations of two different businesses on one lot. Economic Development Coordinator Smith- Drake reiterated on the details previously discussed

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with Plan Commissioner. More discussion endured and it later concluded a difference between the two lot consolidation cases.

**Case No 20-04-** A request for rezoning of Washington Park Cemetery located at 4522/4560 St. James McDonnell from M-1 to P-1.

Kimberly Smith-Drake presented her findings to the Plan Commission. The cemetery is currently zoned for M-1 Industrial. Making the request to rezone the cemetery to Park District will allow the movement towards making Washington Park Cemetery to a historical landmark. Mayor Hoskins addressed Smith-Drake about getting park grants to help restore the land. The cemetery is currently owned by St. Louis County and the city can purchase the land through Administrative fees. Berkeley workers and other volunteers will continue to maintain the property. Deeds on the property are still pending. Commissioner White asked about the difference between the districts M-1 and P-1. Economic Development Coordinator Smith-Drake explained the difference between the two districts and its use.

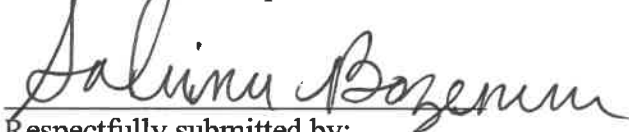
With no further discussion, Commissioner White made MOTION to approve, Commissioner Ferguson SECOND. A voice vote was taken 4;0 White, Ferguson, Crimes, and Hoskins.

### CONCLUDED

That the next regularly scheduled meeting of the City Plan Commission is held on **Wednesday, March 11, 2020 at 6:00 p.m.** and that consideration of the dates and times of future Committee meetings be deferred to this meeting.

### ADJOURNMENT

There being no further business to come before the Mayor Hoskins adjourned the meeting for a second time at 6:37 p.m.



Respectfully submitted by:  
Sabrina Bozeman Public Works Secretary  
Recording Secretary



Approved for submittal by:  
Mayor Hoskins

### PUBLIC NOTICE AND COMMENT

Public Hearing notification is applicable. Upon recommendation by City Planning Commission to City Council, notices shall be mailed to owners and occupants of property within 185 feet of the site.

**Respectfully submitted,**

**Kimberly Smith-Drake**

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## CONDITIONS

1. This site shall comply with all the applicable regulations pertaining to health, safety for vehicular and pedestrian traffic, zoning, building, sign codes, fire and safety protection standards as required by the City Fire Department, City of Berkeley and St. Louis County.
2. The area shall be maintained and kept free and clear of any debris or trash or weeds. All plants/trees/bushes and landscaped material will be properly maintained.
3. Owner shall install Commercial trash dumpster enclosure
4. Apply for temporary construction trailer and construction fence
5. During the construction phase, the developer/builder will utilize all BMP's and all applicable regulations of the City's Stormwater Management Ordinance.
6. Comply with M-1 Zoning Parking regulations 400.160
7. *Shall adhere to the Site Design Requirements in Section 400.160 (I):*
  - a. All roads, parking and loading areas and walks shall be paved with asphalt or concrete in accordance with City specifications on file in the office of the Director of Public Works.
  - b. All roads, parking and loading areas shall have concrete curbs and gutters.
  - c. Any part of the lot area not used for buildings or other structures, or for parking, loading or accessways shall be landscaped with grass, ground covers, trees, shrubs and pedestrian walks.
  - d. When the rear or side yard of a business or industrial use lot abuts any residential zone or a residential lot situated in a business use zone, a twenty-five (25) foot landscaped buffer area shall be established and maintained along all rear and side property lines. The buffer area shall contain evergreen plant material, as specified by the Director of Public Works, with a minimum height of eight (8) feet, planted on six (6) foot centers. A chain link fence six (6) feet in height with wood privacy slats shall be provided and maintained along the rear and side property lines, unless otherwise specified by the Director of Public Works.
  - e. A planting strip of twenty (20) feet shall be established and maintained within the required front yard. A minimum ratio of one (1), three (3) inch caliper shade tree or three (3), two (2) inch caliper grouped ornamentals, as specified by the Director of Public Works, shall be planted within the twenty (20) foot wide planting strip for each fifty (50) feet of linear front footage, e.g., one (1) –fifty (50) foot: one (1) large three (3) inch caliper shade tree or three (3) two (2) inch caliper ornamentals; fifty (50) – one hundred (100): two (2) large, three (3) inch caliper shade trees or six (6), two (2) inch caliper ornamentals.
  - f. These standards are minimum requirements. Additional understory shrubs or groundcover material is encouraged.
  - g. A ratio of one (1), two (2) inch caliper tree for every ten (10) parking Spaces shall be required. Twenty-five percent (25%) of the total plantings shall be of the large shade tree category, as specified by the Director of Public Works.
  - h. Foundation plantings shall be planted and maintained along all exterior Walls of all buildings at the ratio of one (1) twenty-four (24) inch evergreen shrub for every ten (10) lineal feet of exterior wall.
  - i. Where possible, existing plant material should be preserved, and may serve in lieu of required planting.

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j. An access road for fire equipment and/or other emergency vehicles shall be provided around all buildings and/or structures.

### **CONDITIONS**

Approve, with conditions, the request for rezoning by the city of Berkeley for Washington Park Cemetery in the City of Berkeley, St. Louis County, Missouri, located at Natural Bridge JS McDonnell.

1. Hours of operations shall be from sunrise to sunset., seven days a week.
2. The building, lot, landscaping, and yard areas shall be maintained and kept free and clear of any debris or trash or weeds including maintenance of all landscaped areas.
3. No new burials will be allowed
4. Buildings and site conditions in need of repair shall be repaired or replaced per the approval of the Building Commissioner.

### **SUMMARY AND DECISION**

The Plan Commission members can modify or add any other conditions with their recommendations to the City Council for this rezoning.

### **PUBLIC NOTICE AND COMMENT**

Public Hearing notification is applicable. Upon recommendation by City Plan Commission to City Council, notices shall be mailed to owners and occupants of the property within 185 feet of the site. This public hearing shall be published, posted and scheduled for the next available date as determined by the City Clerk.