

**MEETING MINUTES OF THE
PLANNING & ZONING COMMISSION
TWIN OAKS, MISSOURI
TUESDAY, JULY 28, 2020**

The Planning and Zoning Meeting was called to order at 6:30 p.m.

Members:	Frank Venturella, Chairman	X	
	Roger Loesche		Craig Cwiklowski X
	Jeff Graves		Ald. Lisa Eisenhauer X
	Ray Slama	X	Dan Shea
	Russ Fortune, Mayor	X	

Also in attendance were: Paul Rost, City Attorney; Tiffaney Campbell, BFA; Matt Rossman and Ross Brown for Applicant, Rossman Partners, LLC.

APPROVAL OF THE AGENDA

Member Slama moved, seconded by Mayor Fortune, to approve the Agenda. Motion passed with the unanimous consent of the Commission.

APPROVAL OF THE CONSENT AGENDA

Member Slama moved to approve the Consent Agenda consisting of the Meeting Minutes from February 25, 2020. Member Cwiklowski seconded the motion and on voice vote, the motion was announced passed.

NEW BUSINESS

Consideration of an Amended Final Development Plan submitted on behalf of Rossman Partners, LLC for 1410 Big Bend Road

The Commission began the discussion by reviewing the most recent comments from BFA (letter dated July 28) in response to the latest plan submittal from Applicant. The Commission had just received a response from Applicant (Kolbrook design letter dated July 27, 2020) requesting certain modifications be granted.

Parking. The Applicant seeks a modification to the parking requirements of the City and the approved Final Development Plans to allow 14 parking spaces. The Commission had concern about the very limited number of parking spaces provided on-site. Applicants stated that the proposed Dunkin use was 80% drive-thru and very little in-store seating was provided. Dunkin's peak hours are from 6 AM to 9 AM. The Applicant provided a copy of the cross-access easements the owner has with the owner of the Big Bend Square development that allows shared parking in the development. Employees will park on parking field to the south. The other tenant will be symbiotic in nature (will not be another breakfast use) and will use parking at other times. If it is a restaurant use it will be a QSR (Quick Service Restaurant) use; they would like to have the option to label the use as "retail" instead of restaurant to maintain flexibility. The Commission noted that this might be an option but also expressed concern over approving an unknown use. There was also some concern about the traffic flow around the parking lot as well as the use of the arrow on the pavement, as these might be confusing in that they might be confused as indicating one-way traffic.

Landscaping. According to Applicant's calculations, the amount of landscaping provided will increase slightly from that shown on the approved Final Development Plan. The Commission was not against the removal of one tree where the trash enclosure will be as well as with the overall landscape plan.

Building Façade Materials and Colors. The Commission asked that the building more closely match the development and increase the amount of brick on the building. There was discussion of increasing the band of brick around the bottom and adding brick to the pilasters. Applicant to provide new elevations.

Sign Plan. Applicant seeks a modification/amendment to the approved Big Bend Square/VOTO sign plan to allow more wall signage than allowed under that plan (one per tenant) due to the standalone nature of the building. The Applicant also seeks approval of the addition of two sign panels below the existing signage panels on the pylon sign.

First the Board discussed the pylon sign and the reason it was approved the way it was (to extend above the "hole" and to allow businesses in the development to have signage in one place on the pylon sign (if they wanted). To add more signs would defeat the purpose of both. After a very long discussion, the Commission was not in favor of the addition to the pylon sign.

As to the additional wall signage. The Commission understood the reasoning for the signage. They felt that the rear of the building was the least likely to need it. The Applicant stated that the rear signage option was merely to meet pre-application concerns expressed about the rear of the building not looking like a rear of a building given its exposure to the apartments and rest of the development. The Applicant stated that they were not sure the tenants would invest in the extra cost for the south-facing wall signage but were looking for the option. The Commission felt that if this signage was needed by the owner, it could be allowed but only after signage allocations on the front and sides of the building were used. In other words, signage should not be added unless the owner was willing to pay for the additional signage after having signage placed on all other elevations, but it would not be the only signed wall or only one of two.

After discussion, Alderman Eisenhower, seconded by Commissioner Slama, moved to conditionally recommend approval of the second amended final development plan and amended sign plan subject to the following conditions and modifications:

- Approval of the requested modification of the parking lot plan to allow 14 parking spaces (because of shared parking) and the parking lot layout as submitted
- Because the Dunkin' restaurant will meet the "future restaurant" condition of the original final development plan, the Board should consider possibly allowing for other retail use in adjoining tenant space
- Applicant to increase brick on the façade / pilasters and resubmit elevations showing same prior to Board meeting; colors to more closely match the Big Bend Square
- Approval of landscaping plan as submitted
- Sign Plan approval with following conditions:
 - Do not recommend adding to bottom of pylon sign instead use space City already approved on pylon sign for businesses in the Big Bend Square development

- Allow up to five (5) wall signs for Dunkin space and up to 3 wall signs for adjacent tenant space at the size and location shown on the sign plan and elevations submitted with amended final development plan; *provided* that the wall signs shall only be installed on south (rear) elevation for each tenant after full use of allocation of wall signs for north, east and west elevations has been used by each tenant.
- Include size for wall sign for tenant space on south elevation

On voice vote, the motion was announced passed.

OLD BUSINESS

Continued Review of the definitions and Article VI and VII, Supplemental Regulations in Residential Districts and "C" Commercial District.

The Commission tabled this item after a motion by Alderman Eisenhower, seconded by Chairman Venturella, and a unanimous vote.

Next meeting the Commission will review the revised Article VI, "Supplemental Regulations in Residential Districts" and Article X, "Off-Street Parking Regulations" as well as continuing the review of Article VII, Sections 400.280-340.

MISCELLANEOUS

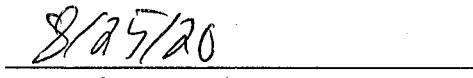
There was no miscellaneous business.

ADJOURNMENT

Ald. Eisenhower moved, seconded by Commissioner Slama, to adjourn the meeting. Upon voice vote, the motion was announced passed. The meeting adjourned at 8:13 p.m.



Frank Venturella, Chairman
Planning & Zoning Commission



Date of Approval

ATTEST:



Frank Johnson, City Clerk