

**Planning and Zoning Site Plan Sub-Committee
Meeting Summary
October 30, 2019 at 6:00 PM**

Planning & Zoning Commission Members Present: Tom Shipley, Hart Nelson, John Nuernberger, Mark Favazza and Mike Daming

Staff Present & Others: Lisa Koerkenmeier, Andy Franke, Stephanie Karr, Anne Cori, Robb Lappe, Chris Chiodini, Roger Denny, and Eric, Keith and Patricia Dodel

Chairman Daming opened the meeting at 6:00 PM.

Case #19-19 – Application for Site Plan and Conditional Use Permit Review for Kitchen Conservatory at 9001 Manchester Road

Chairman Daming asked staff to review what items needed to be addressed with this project since the Oct 9th P&Z meeting. Ms. Koerkenmeier noted Planning Design Studio had completed review of the Landscape/Site Plan, issued comments, and many of these comments were addressed in the revised plans distributed to the Commission this week. A photometrics plan was also recently submitted which meets City Code. Remaining items include a traffic and parking assessment conducted by CBB which the petitioner has asked staff to review the scope of work for this service to determine if all the elements included in the work order are relevant given the site plan was drawn in accordance with MoDOT's Manchester Road ROW plans. Ms. Koerkenmeier noted Lee Cannon had met with the petitioner's design team and given the coordination with MoDOT and TWM on the Manchester Road improvements and after learning more about the project, the scope of work and fee will be adjusted for CBB services. Staff also met with the petitioner regarding the CUP requirement for the project.

There was consensus the building elevations were appealing and building materials were appropriate for this use and zoning district.

Andy Franke reviewed the landscaping and site plan comments. A new 8' vinyl sight-proof fence will be installed along the north perimeter. The hardwood tree species will be revised along the south perimeter and/or the trees be located as far to the north as possible to avoid the overhead power lines. Some species were suggested. The comments included minor revisions to the plan regarding spacing, dimensioning and labeling.

Chairman Daming asked if the petitioner and Gene-Del Printing have collaborated on the shared reciprocal easement between their two properties. Items addressed between the petitioner and representatives of Gene-Del Printing include:

- Move trash enclosure back to original location in the northwest corner of the property
- Provide for a portion of the existing asphalt to remain on neighboring property

- Provide a rolled curb at the northwest parking space for cart access to the back door of the neighboring building
- Remove the tree island closer to the front of the property along the western row of parking
- Move the remaining tree island north one more space to allow easier parking for existing lot to the west

Ms. Karr noted the City had met with the petitioner and Mr. Denny to review the CUP requirement. It was agreed the Kitchen Conservatory project is a unique project, and the cooking school is not specifically addressed in the current City code. Although there is food preparation involved, it is not a restaurant. Language was shared between the attorneys providing a more accurate description of the use which will be used in the ordinance to approve this conditional use.

The following items are needed prior to the Commission resuming their review of the application:

1. Submittal of a CUP application based upon Ms. Karr's draft version.
2. A traffic access assessment to the internal circulation and impact to adjoining properties and the existing shared easement/driveway completed by CBB. Assessing the existing site conditions on traffic, forecasting trip generations, and the parking supply study will be removed from the scope of work.
3. Resubmittal of plans depicting the revisions to the access easement worked out between petitioner and the adjoining property owner, Gene-Del Printing.

Respectfully Submitted,

Lisa Koerkenmeier
Director of Planning and Development