

**MINUTES OF THE PLANNING AND ZONING
COMMISSION MEETING**

BRENTWOOD CITY HALL VIRTUAL MEETING

**DATE January 13, 2021
6:00 PM**

Chairman Daming called the meeting to order at 6:00 PM.

Roll Call: Michael Daming, Mark Favazza, Rebecca Jacobs, Jeff Moore, Paul Moran, Hart Nelson, John Ritter, Lisa Schuering, and Tom Shipley.

APPROVAL OF MINUTES

Meeting minutes for November 18, 2020 were approved by acclamation.

OLD BUSINESS

None

NEW BUSINESS

Case #21-01 – Site Development Plan Approval for property at 8419 Manchester Road (Office Building)

Mr. Todd Sweeney with Navigate Building Solutions explained they are a consulting firm that represents public agencies for the design and construction of new and renovated facilities. He explained the proposed office building at 8419 Manchester Road would allow them to grow into it as their business expands in the coming years. Mr. Sweeney introduced three of his colleagues; Brandon Harp, Cody Henderson and Mike Lawless to present their proposal. Also present was Craig Schluter who is Mr. Sweeney's business partner.

Mr. Brandon Harp, a principal and civil engineer with CEDC, provided a detailed presentation regarding the petition for the subject property located at the northeast corner of Manchester and Helen. The size of the property is .73 acres and has approximately 162 feet of frontage along Manchester Road and approximately 195 feet of frontage along Helen Avenue. It is zoned MC (Manchester Corridor Commercial) district. The site currently is vacant. He explained there is significant topographic change across this property. The site has an elevation fall from 465 to 448 or over 17 feet. How they are proposing to develop the property is due to the topography of this piece of property. They are proposing an 8,360 square foot single story building approximately 140 feet long and 60 feet deep with a 39-space parking lot on the south side of the building. They will have a full access curb cut about 50 feet north of Manchester on the side street of Helen. They will have a retaining wall that will allow them to make some of the grade differential between the site and the adjacent residential properties to the north and to the east. A six-foot-high site-proof fence along the north and the east property lines adjacent to residential property will be installed. A new sidewalk along Helen will extend from Manchester Road.

Mr. Harp noted they will have an outdoor small patio in the back of the building along with an ADA compliant sidewalk which leads to the sidewalk on Helen. The building is separated by a common corridor in the middle which leads to the front of the building. They cannot build the ADA rout from Helen to the front of the building because of the topographic considerations of the site. The southern part of this property is in the floodplain and by placing the building to the north it allows them to use the parking lot to make a gradient transition from the drive entrance on Helen up to the main part of the building. There is also geotechnical information which indicates a significant amount of rock up in the upper right corner. The idea is to get the building up as high as possible.

Also as requested by the City of Brentwood they are proposing a 23-foot wide cross-access easement from the drive entrance on Helen and extends easterly to the property line. The easement would be recorded and give access rights to the adjacent properties to comply with the City's access management guidelines.

Mr. Cody Henderson described the overall renderings of the building. The south side of the building facing Manchester Road will consist of a brick and stone look and the use of fiber cement. The main entrance of the building will have a wood look and meets the requirements of the MC district by elevating the parapet to various heights. The building will use three different colors as required by the district. He noted they modeled the rooftop units with the height of the parapets so you cannot see any of the rooftop units from Helen or Manchester.

Chairman Daming wanted to confirm the height of the site-proof fence at 6 feet and if it was all the way around the building which it will be. He asked if there was any communication with the residents to the east, which there had not been.

Ms. Koerkenmeier stated the project checks a lot of the boxes for what is described in the Comprehensive Plan and the sub-area plan for the Manchester Corridor as well as the MC district requirements. She explained, there are zoning requirements to follow in the MC district, but the district also includes development standards which are to be considered on a more project by project or parcel by parcel basis. The proposal will require two setback exceptions based on the zoning requirements. The setbacks for this project, since it is a corner lot, includes a 25' ROW setback from Helen Avenue and the site plan depicts the building to be slightly over 10 feet from Helen. The rear setback along the north property line would require a 25 feet setback and the site plan depicts a 19-foot rear setback, also requiring an exception. The setback exceptions can be considered as part of the site plan review process and approved by the Board of Aldermen.

Chairman Daming wanted to know if Mr. Sweeney's team had reviewed the reports provided by Planning Design Studio and CBB.

Mr. Sweeney acknowledge there were suggestions on the tree count and additional islands. However, they did not want to incorporate any additional islands and lose parking spaces.

Mr. Franke clarified he was recommending three additional landscape islands which would mean the reduction of three parking spaces; one island would be located in the row that is directly adjacent to Manchester Road to split it up. The other two would be on either side of the ADA parking spaces. He noted since there is a surplus of spaces, he stated it would be worth considering adding those islands and reducing the parking number by three spaces.

Mr. Craig Schluter explained about the trash enclosure screening and how they are doing a net zero building. They are moving towards being paperless and will have a small trash box with a small fence that goes around it. He wanted to point out most people are probably looking for a big dumpster enclosure which is not their intent for being a sustainable building.

Chairman Daming expressed generally the Commission incorporates the recommendations of Planning Design Studio into any approvals that may be granted so if there is anything that did not look palatable; now's the time to discuss.

Mr. Sweeney stated three parking spaces is critical with the operations and how they intend to utilize the building in the future. He proposed islands in a different area to accommodate the request being made from PDS.

Mr. Franke commented the zoning ordinance has a requirement for providing a landscape island in a parking lot based upon linear distance and their proposal indicates additional islands would be required. Another item that was noted was ADA compliance and the path shown from the sidewalk on Helen Avenue to the rear of the building.

Mr. Harp explained the 2010 federal mandate for accessibility does give some provisions on hardship especially when we are dealing with topography on a development like this and so it is not even possible to get an ADA accessible route out the front of this building with the grade changes that they have on this piece of property. To accommodate this, they added a sidewalk which is under a 5% slope.

Mr. Franke noted they may need to add wheel stops in the accessible spaces to protect the handicap parking signs.

Mr. Franke asked about the location of the ground sign. He suggested the sign be located somewhere else on the site so that there is no site conflict.

Chairman Daming noted more information and details need to be discussed before the Commission could approve the application. His recommendation was to continue this discussion further in the sub-committee meeting January 27th at 6:00pm virtually.

Mr. Chris Pulliam resident near the proposed site, stated it would be nice to discuss what was being proposed as he has lived in Brentwood for 20 years. He also had questions regarding the construction materials, fence material, and the lamps that are going to be used around the

building. Mr. Pulliam also wanted to know what impact it would have on his property since the main sewer access point was located on his property.

Mr. Lawless informed him that the goal is to follow the IES (Illuminating Engineering Society) standards but also limit the egress of light to the adjacent space and adjacent properties. The light poles are 20-foot in height, and they are LED lights.

Mr. John Suelthaus owner of Kingbridge Homes and GWH., LLC, at 8410 and 8412 Manchester Road noted his buildings have flooded multiple times in 2008, 2015, 2016, and 2020. He wanted to know what impact this would have on his property. He stated he has endured a tremendous number of losses and was concerned about the project.

Mr. Harp commented they made a formal submittal to MSD and have received comments back and so they are ready to get plan approval on the stormwater management plan. Mr. Harp replied they submitted a floodplain study to the city and to MSD. The parking lot partially is within the floodplain, however, not enough to cause any change in the on-site storm water.

Mr. Nelson wanted confirmation regarding the paperless goal by using a smaller residential style trash container. However, should they increase in size or if used by a tenant would the trash increase to a traditional dumpster. Also, he wanted to confirm the set back of the front yard and the rear yard.

Mr. Shipley questioned the height of the retaining wall and what was the drop off as well as the material to be used?

Mr. Henderson responded the retaining wall will have fencing on the entire north and east side of that retaining wall. They are also going to have dense landscaping up between the wall and the fence on each side so there will not be any accessibility to get up on the wall. He answered Mr. Shipley question as to the height of retaining wall which will be at eight feet at the highest point and that it goes to zero each direction.

Chairman Daming announced that they should meet again at subcommittee meeting; along with the response from MSD to be provided to the City so the committee could review them as there are some questions that they want to lock down in the subcommittee meeting regarding this application.

Mr. Lee Cannon suggested all the information brought up and not answered be presented in the sub-committee meeting. One was the issue of sight distance at the driveway access on Helen and show that there's no obstructions being placed in the sight lines like signs, berms, landscaping and fencing so they could confirm safe operating visibility.

Chairman Daming suggested that the applicants meet with their neighbors in particular the neighbors that were present at this evenings meeting and address any lighting issues. As well as

the other presenters get together and resolve any issues regarding certain staff recommendations.

ALDERMANIC REPORT

None

CITY PLANNER'S REPORT

None

JANUARY 27th MEETING SITE PLAN REVIEW SUBCOMMITTEE APPOINTMENTS

All in agreement on subcommittee meeting at 6:00pm virtually.

RATIONALE FOR THE BOARD OF ALDERMEN

None

OTHER BUSINESS

None

ADJOURNMENT

Motion to adjourn all in favor; stand adjourned 7:06 p.m.