

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

BRENTWOOD CITY HALL VIRTUAL MEETING

**Date: April 14, 2021
6:00 PM**

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

Roll Call: Sheri Bilderback, Mark Favazza, Jeff Moore, Paul Moran, Hart Nelson, John Nuernberger, John Ritter, Lisa Schuering, and Tom Shipley.

APPROVAL OF MINUTES

Meeting Minutes for February 10th and March 10th were approved by acclamation.

OLD BUSINESS

None

NEW BUSINESS

Case #21-03 – Traffic Impact and Access Review for Site Plan Proposed for McGrath Elementary School at 2350 St. Clair Avenue

The subject property is McGrath Elementary School located on the north side of Litzinger Road between St. Clair Avenue and High School Drive. The subject site is comprised of three (3) parcels, 5.55 acres in size and zoned B-Single Family Residential District. Access to the site is currently provided via one median divided entrance on St. Clair Avenue. The property includes the school building parking areas, play areas and open space.

Brent Higgins, Architect for BSD, HTK Architects, provided a site plan presentation on behalf of the school district along with the different approaches onto the site and then briefly reviewed the building as well as construction schedules. The start of construction will begin shortly after school is out of session. The first part of construction, they will be looking at doing is a site and excavation package and then they will be continuing with the actual building construction which they are looking towards the end of summer or early fall.

The Brentwood School District will be making improvements to both elementary school facilities; McGrath Elementary located at 2350 St Clair Avenue and Mark Twain Elementary located at 8636 Litzinger Road. At the site of McGrath Elementary, the District is proposing to construct a new school on the east end of the existing school building site and raze the existing school to become the new outdoor play area. As part of the plan, an access road would be extended from the existing access driveway to High School Drive at a new intersection opposite Harrison Avenue.

In addition, the District indicated that the Early Childhood Center, Parents as Teachers, Special School District and Administrative Offices would be moved from their current location in Hanley Industrial Court to the McGrath site. Once the new school is available to occupy, the District intends to relocate the students and staff from Mark Twain Elementary School to the old McGrath building temporarily while renovations are made at the Mark Twain site. During this interim period, both schools will operate on the same site at McGrath Elementary School. Upon completion of renovation at the Mark Twain Elementary School site, the Mark Twain students and staff will return to their site at 8636 Litzsinger Road.

We have approximately 83 parking stalls designated for the school on site. We can fit roughly 80 cars this should alleviate all the backing up that is currently happening out on St. Clair with the current layout of the existing McGrath Elementary School. Site access wise students will continue as they do currently, and school times would be staggered by roughly about 30 minutes as recommended by the traffic study. Our construction site logistics plan will have a construction fence so nobody will be able to enter in the site on the west side from St. Clair. These will be completely separated off from one another for construction. We have extra construction parking available and also putting it on the contractor if they require more parking than what is currently shown on site that they will be required to seek out and rent parking from somewhere else in the community. This should help prevent any overflow parking on the city streets.

Chairman Shipley asked Mr. Higgins to recap because the purview of this meeting is to make a recommendation to the Board of Aldermen to issue the permit for the curb cut.

Mr. Higgins explained the only curb cuts that they are looking to do are a new curb cut along High School Drive and to modify curb cuts along St. Clair Avenue. The request also includes completing other ROW work along St. Clair Avenue, Litzsinger Road, and High School Drive.

Mr. Nelson wanted to clarify regarding the diagonal street parking along High School Drive; the current 21 slots that are presently there are not going to be changed is that correct? He expressed it was good it was there, but would it be expanded?

Mr. Higgins answered yes; however, some of the sight is slightly blocked by some of the diagonal parking therefore they are proposing to change the first nine into parallel spots so they can achieve the 280 foot-sight distance that is needed towards Litzsinger Road.

Mr. Lee Cannon, principal with CBB, City Traffic Engineer, stated he is working on behalf of the City of Brentwood and he reviewed the site related to the issues of access and focused on the changes to the curb cuts proposed to the city streets. He went through a handful of recommendations in the report generally all of which have been addressed in an acceptable manner by the school district. The one-way flow coming in at St. Clair and leaving via High School is a very efficient flow and it will allow a lot of stacking room on the site which will be a positive, especially in the dismissal. Also, in the arrival time and as the two-lane approach comes to High School opposite Harrison, that will allow one lane to be dedicated for left turns out and one lane to be used as a through access or right turn. As mentioned, he has been in

communication with the site civil engineer who is looking at the site distance and that is the ability to view oncoming cars to the north and the south. There is a concern based on those head installs that they are working around and he supplied some options to consider, They are currently pursuing the option of removing the obstruction or moving the obstruction as they mentioned changing some head installs to parallel parking. They also changed the St. Clair access today and there is a separate in and out lane divided by a median that has now been changed to a single curb cut coming onto the site. We also applaud the one-way flow through the site 24-7. We asked for a written operations plan which the school provided to the city. It indicates their intended use of the curb cut as one-way flow in at St. Clair and out at High school. They have also provided turning template documents in accordance with our request that confirm that a standard school bus and a fire truck can navigate the site. They will not have to load out on the road like they do today. Additional two items that were requested as they build the new school while the existing schools in place, we recommended completely separated access for construction vehicles on the regular day-to-day operations. They are going to have two schools at the site at the same time and we analyze whether the roads can accommodate that. Our opinion is it would be best to offset those, and they have also agreed to do that. School peak lasts somewhere between about 15 to 20 minutes an offset around 30 minutes should be acceptable for start and end times. It would spread out the peaking on the local road system.

Mr. Nelson inquired regarding the phase where there will be both elementary schools operating, they are looking at a staggered start for drop-off. He asked if they looked at some traffic numbers from a normal year not a pandemic year. Also, could they comment on the ECC pickup and drop off, as they have a wider window for drop off and how that is it going to affect drop off or pick up times and traffic?

Mr. Cannon mentioned the CBB looked at this site for the city a few years ago when there was an interest by the school in extending this access road from its current terminus out the High School Drive opposite Harrison. We did traffic counts and site observations back in 2016. Therefore, they have a good handle on what normal might look like if we do go back to that type of traffic in the future. Secondly, they got the enrollment numbers for both schools and they are very similar, so the assumption was that it is plus or minus double the traffic. That would be for students, parents, and staff traffic flows, which is 7:00 AM up until regular school time.

Ms. Lisa Koerkenmeier wanted to reiterate the role of the Commission tonight; the City has really limited approval authority of school facilities. We do not review their construction plans or conduct the inspections. Likewise, the City does not have a role to approve the site plan and the building elevations, but it is a great package that the Brentwood School District provided and includes more information than probably what was necessary. Again tonight, the responsibility of the Commission if they feel like making a recommendation would be just a motion to recommend to the Board of Aldermen to approve the necessary permits for the project meaning for the curb cuts and additional work that would take place on the right-of-

way. She noted in preparation of this meeting there were notices that were sent out to property owners informing them of the Planning and Zoning Commission meeting tonight.

Alderman Steve Lochmoeller had two questions; currently there is a crosswalk just north of the exit that crosses High School Drive, will that remain in place? Then will the sidewalk on the west side continue towards the High School Drive just north of the exit?

Mr. Paul Boyer answered on the south side they are aligning the crosswalk so it will align with the new entrance, and the sidewalk on the west side will carry across the entrance and connect to the north to the existing sidewalk just off the property so that will be continuous.

Ms. Karen Smith resident at 8930 Harrison, had concerns regarding the curb cuts and she explained it has been a safety issue for a long time because of the high volume of traffic during events on the playground and with the parallel parking. It is dangerous with parents and young kids running all over the place along with the cars flying up and down the street. In 2016 when the school wanted to put that curb cut in there were a lot of concerned neighbors at that time therefore, she was surprised that there are not more neighbors present tonight. She inquired on the notices that were mailed and shared she never received one. Ms. Smith also, inquired about signaling. Currently there are stop signs going all the way up High School Drive for all the cross streets at White, Litzsinger, Moritz, and Pine. She wanted to know if a stop sign would be put at this new curb cut. Also, she would like to apply to receive the traffic calming study. She would like to understand how they are going to address the current pedestrian crosswalk and what improvements are being done to make it safer to cross and what can be done for signaling.

Mr. Andrew Harnett spoke to the crossing guard concerns. His staff currently works the crossing duties in the mornings and then in the afternoons. They are going to come up with a good plan to have everybody spread out in all the right places to make sure that crossing the streets is safe for the kids. They are adding a crossing guard over at Litzsinger and Brentwood Boulevard covering both morning and afternoon.

Chairman Shipley read Mr. Christopher Schuster's statement due to microphone issues. What procedures would there be to ensure that trucks unloading would not interfere with daily traffic for drop off and pickup, as well as the construction side and the construction plan during those peak times of drop-off and pickup. Is there going to be any formal communication or policy with the contractors and subcontractors for those times?

Mr. Higgins replied yes, in the specs they wrote in some verbiage that anytime there is any sort of large deliveries or anything that need to be coordinated with the school district it needs to avoid the peak times.

Ms. Koerkenmeier read Mr. Brian Nolan's suggestions from an email sent this afternoon. He had two suggestions; one he would propose that the entrance only have one lane or that the Commission's approval place a condition on the site that the two lanes must be one-way to

allow entrance from St. Clair onto the site but to prohibit exiting from the school site on to St. Clair. He stated for anyone who has ever driven in the neighborhood in the morning or afternoon it is nearly impossible to travel north and south on St. Clair. The northbound traffic also funnels into the middle and high school traffic and creates havoc on the narrow streets where cars are parked.

Mr. Nolan additional comments were to make sure they are aware there is nothing to prevent people from exiting to the west and therefore it should be clear that it is a one-way or prohibited in the future not allowing two-way traffic exiting to St. Clair. It appears these issues were addressed in the traffic study.

Chairman Shipley asked if there was any addition questions, comments, or concerns. There were none.

Hart Nelson made a motion to recommend to the Board of Alderman that the curb cuts be approved as submitted; Ms. Bilderback second the motion.

Roll Call: 8-ayes, 0-nay. Sheri Bilderback-yes, Mark Favazza -yes, Jeff Moore-yes, Paul Moran-yes, Hart Nelson-yes, John Nuernberger-yes, John Ritter- yes, and Lisa Schuering-yes.

Motion passed.

ALDERMANIC REPORT

None

CITY PLANNER'S REPORT

None

SITE PLAN REVIEW SUBCOMMITTEE APPOINTMENTS

None

RATIONALE FOR THE BOARD OF ALDERMEN

None

OTHER BUSINESS

Mrs. Koerkenmeier wanted to discuss live meetings. At the last board meeting it was noted by Mayor Dammit they are planning to resume in-person live meetings in May. Things are being arranged with the video company to resume live meetings. She explained potentially this could began in May. If this does not work out for the majority of the Commission, it's up for discussion. We will still have whatever guidelines that are still in place according to St. Louis County and the CDC.

ADJOURNMENT

Motion to adjourn all in favor; stand adjourned 6:45 p.m.