

**CITY OF COTTLEVILLE  
PLANNING AND ZONING MEETING MINUTES  
MAY 2, 2022**

The Planning and Zoning Commission held their regular session meeting at City Hall located at 5490 Fifth Street Cottleville, Missouri.

Todd Smith called the meeting to order at 7:00 p.m.

Amy C. Lewis, City Clerk called roll and those present at roll call were:

Chairman Todd Smith	Present
Stephen East	Present
Todd Cork	Absent
Scott Liebel	Present
Jim Hennessey	Present
Alderman Guccione	Present
Mayor Bob Ronkoski	Absent

There were five (5) members present and two (2) absent.

**Chairman & Commission Members Announcements**

None.

**Approval of Minutes**

Stephen East moved to approve the minutes from April 4, 2022. Mike Guccione seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

**New Business**

- A. A Public Hearing and Consideration of a Conditional Use Permit for Bauer Orthodontics at the Northeast Corner of Cottleville Parkway and Weiss Road for an Office and Clinics of Dentist.

Scott Liebel moved to open public hearing item A. Jim Hennessey seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

Larry Walker, with Bax Engineering presented the application to the Commission for Bauer Orthodontics who is currently located at 150 Weiss Road. They are planning to relocate to a 4.96 acre tract on the north side of Cottleville Parkway just east of Knaust Road. The property is currently zoned C-3 commercial however, medical uses require a conditional use permit. They plan to construct a 5,200 square foot one story building from the front with a two-story walkout from the rear. The plan includes 49 parking spaces. 9 will be on the lower level. The owners plan to lease out the lower 1,735 square foot of space with the remainder of the lower level being used for Bauer Orthodontics storage as well as storage of some personal items. The owner's future plan is to subdivide the property into four lots. This project will be on Lot 2. It was noted access and parking easements will be required when subdivided and the current entrance lines up with Steel Street. The applicant plans to provide a landscaped buffer at the rear of the property line. Mr. Walker stated the applicant wishes to eliminate the City's requirement to install an 8-foot sidewalk along the entire property.

Larry Tucker, 408 Mannington Drive stated he has concerns regarding storm water runoff that currently runs from this site onto adjacent homeowners below who have storm water inlets in their back yards. He noted the property was a junk yard many years ago. He also had concerns of unsightly buildings being erected. He further stated he had concerns about lights and tree buffers as Cottleville Parkway can be seen through the trees in the winter. He further stated he did not want to see a white vinyl fence installed along the rear of the property. Mr. Tucker also inquired about the pipeline on Lot 3.

Chairman Smith stated there is a healthy tree line now along the property line however, the applicant will be required to install more trees and fill in any gaps. Chairman Smith also noted the request to eliminate the sidewalk will most likely not be granted.

Mr. Rich Francis, City Administrator stated the applicant will be required to submit a lighting plan that meets candle foot power limits and can require shielding if any lighting spills over the property.

Mr. Walker with Bax Engineering stated the plan also includes a 6-7 foot dry detention basin serving lots 1 and 2 which will pipe into existing inlets and should reduce some of the drainage problems that exist in the area today. It was noted a 2<sup>nd</sup> dry detained basin will be installed when lots 3 and 4 are developed.

Tammy Scott, 402 Mannington Drive stated she has the same concerns as Mr. Tucker however, she was also concerned about yards washing away, hours of operation, vehicle lights and the additional traffic on Cottleville Parkway the development would bring. Mrs. Scott also stated she was concerned about what businesses might go in the other 3 future lots. She further inquired about how could commercial be next to residential. Chairman Smith responded many areas of Cottleville have commercial properties near residential such as Brittany Place, Timberwood Farms, Harmony Ridge, Rosedale, Madison Park, Miraglo subdivisions and so on.

Mr. Walker with Bax Engineering also stated he has been in contact with the owner of the pipelines. He stated the pipeline on lot 3 is abandoned and plans to be removed. The pipeline on a small portion of the far southeast corner of lot 1 is active. Neither pipeline affects Lot 2 where the Bauer Orthodontics' new building is going to be constructed.

Mike Guccione moved to close public hearing item A. Scott Liebel seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

Jim Hennessey moved to recommend approval of the conditional use request for item A above contingent upon the applicant:

1. Construct an 8 foot sidewalk across the entire frontage of the property including all four lots and connecting to existing walkway at Weiss Road.
2. Landscape area around the building shall be irrigated.
3. All HVAC equipment shall be screened.
4. The new sidewalk setback from the curb shall match the sidewalk on the other side of Cottleville Parkway.

5. Either prepare a record/easement plat depicting easements for the adjacent property owners to connect to the proposed water and sanitary sewer or extend both utilities to the east property line.
6. Provide tree and shrub screenings along the entire rear property line, including; all four lots and fill in the gaps where existing trees are.

Scott Liebel seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

- B. Consideration of a Site Plan for Bauer Orthodontics at the Northeast Corner of Cottleville Parkway and Weiss Road.

Mr. Walker with Bax Engineering provided a site plan and buildings elevations. It was noted the building would be all white with black awnings offering a boutique feel. The building will be all brick with a white German smear.

Mike Guccione moved to approve item B above which includes the building elevations. Jim Hennessey seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

- C. Consideration of a Site Plan for a Building Addition for Cottleville Community Fire Protection District.

No one was present to present the application, however the Commission received the site plan and building addition information and had no further questions.

Jim Hennessey moved to approve item C above. Mike Guccione seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

**Board and Commission Reports:**

Nothing at this time.

**Additional Discussion**

Nothing at this time.

**Adjournment**

Mike Guccione moved to adjourn the meeting. Jim Hennessey seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.  
7:37 p.m.

Respectfully Submitted,

Amy C. Lewis  
City Clerk, MRM CMC

Approval Date: \_\_\_\_\_

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Todd Smith

**CITY OF COTTLEVILLE**  
**PLANNING AND ZONING WORK SESSION MINUTES**  
**MAY 2, 2022**

The Planning and Zoning Commission held their work session meeting at City Hall located at 5490 Fifth Street Cottleville, Missouri.

Chairman Todd Smith called the work session meeting to order at 6:30 p.m.

Amy Lewis, City Clerk called roll and those present at roll call were:

Chairman Todd Smith	Present
Stephen East	Present
Todd Cork	Absent
Scott Liebel	Present
Jim Hennessey	Present
Alderman Mike Guccione	Present
Mayor Bob Ronkoski	Absent

There were five (5) members present and two (2) absent.

**Regular Meeting Agenda Item Comments**

Rich Francis, City Administrator reviewed the agenda items for tonight's meeting which includes Bauer Orthodontics relocating to a new building at the corner of Weiss Road and Cottleville Parkway. The Commission reviewed the use, site plan and building elevations. Chairman Smith stated he would like the tree line in the rear of the property enhanced. It was noted the applicant is requesting to eliminate the requirement to install a sidewalk. It was the consensus of the Commission not to grant that request as it has been the City requirement for commercial developments to put in sidewalks when they are developed. It was also the consensus of the Commission to require irrigation, utilities easements, a sidewalk set back and HVAC screening.

Also, the Commission reviewed the site plan for the Cottleville Fire Department which eliminates some parking spaces with major renovations including: gutting the housing area, remodeling the Board room, and constructing a large building addition with rear entry for the public. It was noted the driveway will remain.

Mr. Francis, City Administrator stated he has received a request from Len's Auto to install a black stained cedar fence in the rear of the property (at the retaining wall) instead of a white vinyl fence. It was the consensus of the Commission they were ok with that. It was noted Len's Auto was now open at their new building location in Cottleville.

The Commission discussed the progress of Frank Martin's Garden which plans to open soon. Chairman Smith also noted the City of St. Peters approved a multifamily development next to Old Hickory Golf Course off Mid Rivers Mall Drive that will include amenities such as: pickle ball, a dog park, and a pool.

**Adjournment**

Jim Hennessey moved to adjourn the work session meeting. Stephen East seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.  
6:56 p.m.

Respectfully Submitted,

Amy C. Lewis  
City Clerk, MRCC, CMC

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Todd Smith

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