

# CITY OF FLORISSANT



## Planning and Zoning Commission Unofficial Planning & Zoning Minutes

January 22, 2014

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# CITY OF FLORISSANT



## Planning and Zoning Commission Unofficial Planning & Zoning Minutes

January 22, 2014

The Planning and Zoning Commission met at Florissant City Hall, 955 rue St. Francois on Tuesday, January 22, 2014 at 7:00 p.m. with Jane Boyle presiding.

### Roll Call

On Roll Call the following members were present: Jane Boyle, Richard Weller Paul Stock, and Allen Minks. Steven Olds, Jim Hessel and Lee Baranowski were excused. Also present was Phil Lum Building Commissioner and Anita Moore Deputy City Clerk. A quorum being present the Chair declared that the Planning and Zoning Commission was in session for the transaction of business.

### Approval of Minutes

Jane Boyle stated that the next order of business would be approval of the minutes from the 12/2/2013 meeting. Hearing no amendments Jane Boyle moved to approve the Meeting Minutes of 12/2/2013.

### Old Business

#### Item 1            **Parsons Convenience Store/Gas Station**

#### PZ120213-2    **Recommend Approval**

12785 New Halls Ferry Rd. Ward 8  
Request recommended approval of a Special Use Permit to allow for a convenience store / filling station in a B-3 Zoning District.

73 Tom Parsons, petitioner, appeared before the Commission and stated that the  
74 proposed site was previously a gas station/convenience store and had closed  
75 approximately two years ago. He owns two other service stations in Florissant. Mr.  
76 Parsons has been working on remodeling the building and plans on re-opening the  
77 business as an Exxon station, eventually converting it to Circle K. He has converted all  
78 lighting to LED. There will be no structural changes at the site. The hours of operation  
79 will be 6:00 a.m. until midnight, with future plans to be possibly 24 hours.

80 Mr. Stock suggested that if the petitioner wanted a 24 hour operation at some  
81 time in the future, he should request it at the present time. In response to Mr. Stock's  
82 question, Mr. Parsons stated that no business would be run out of the warehouse space  
83 but would simply be used for storage. There will be six to eight full time employees  
84 hired.

85 Mr. Minks clarified that additional parking spaces would be added to avoid back  
86 up at the pumps. The petitioner stated that he will repair and restripe the lot, adding  
87 additional spaces.

88 Mr. Weller asked about the number of liquor licenses allowed within a given  
89 radius. Mr. Lum responded that the code did not apply to convenience stores that sell  
90 gas. Mr. Parsons stated that the highway department had given him two options  
91 regarding egress: 1) one entrance in and out 2) narrowing the two existing entrances.  
92 The drive at the rear of the site was not owned by petitioner. The canopy had been  
93 rewrapped.

94 Ms. Boyle confirmed with the petitioner that he was aware of the City's  
95 landscaping requirement to which he responded that he was. Mr. Parsons stated that he  
96 would screen both dumpsters. Mr. Lum informed the petitioner that screening material  
97 must match the existing building.

98 Ms. Boyle asked if there were any further questions or comments to the  
99 petitioner? Being none, Ms. Boyle made a motion to recommend approval of a Special  
100 Use Permit for the operation of a filling station in a B-2 Zoning District with the  
101 following stipulated requirements:

- 102 1. Trash Screen – trash container shall be kept within a gated sight-proof  
103 enclosure, compatible with the building at the existing location.  
104

- 105 2. Minimum Parking/Loading Space Requirements:
- 106 a) There shall be a minimum of 21 required parking spaces provided on
- 107 the property, minimum 180 sf, which includes 1 van accessible
- 108 parking space.
- 109 I. 5 spaces for filling station
- 110 II. 16 spaces for rear building
- 111
- 112 3. Sign Requirements – All existing previous signage shall be refaced and any
- 113 new signs shall comply with the City of Florissant sign ordinance for
- 114 commercial districts.
- 115
- 116 4. Landscaping Requirements – Modifications provided shall include the
- 117 following to meet Section 405.245 of the City Code:
- 118
- 119 I. Parking Lot Trees: 2 required
- 120 II. Frontage trees: 4 required
- 121 III. Building Plantings: 432 1.f/5=87 shrub required
- 122
- 123 5. MoDOT Requirements :
- 124
- 125 Either (1) one 40 foot entrance, or
- 126 (2) two 30 feet wide entrances with MoDOT approval for construction.
- 127
- 128 6. Final Plan – Permits and plans shall be submitted to the Building
- 129 Commissioner for approval and shall be in compliance with the applicable
- 130 City regulations.
- 131

132 Motion seconded by Stock. On Roll Call the Commission voted: Boyle yes, Stock yes,  
 133 Weller yes, Minks yes, Baranowski absent, Hessel absent, Olds absent. Motion carried.

134  
 135  
 136 **New Business**

137  
 138 **New Business**

139 **Item 2** **Jack in the Box**

140  
 141 PZ010614-2 **Approved**  
 142 158 Howdershell Road Ward 3  
 143 Request ratification of conditional approval to amend B-5 ordinance  
 144 #5964 as amended by #6068 to allow for sign changes.  
 145  
 146

147                   The Building Commissioner explained he needed conditional approval for  
 148 changes which include a proposal for signage which consists of one post sign,  
 149 directional sign, and wall signs. The proposed wall sign is shown as a reface also, but  
 150 square and plumb, not mounted at a 19 degree angle like the existing. All other signs are  
 151 refaced in existing locations.

152                   Jane Boyle asked if there were any further questions or comments to the  
 153 petitioner? Being none, Ms. Boyle made a motion to ratify the conditional approval of  
 154 the Building Commissioner of the minor changes to the development plan of Ordinance  
 155 No. 5964 (as amended by Ord. No. 6068) to allow for minor sign changes, according to  
 156 the proposal prepared by the owner and related elevations presented. These alterations  
 157 depict minor changes in the development, which is not in conflict with the nature of the  
 158 development and meets all of the conditions of the Ordinance No. 5964 (as amended by  
 159 Ord. No 6068). Approval is subject to the regulations of this B-5 Planned Commercial  
 160 District and the following additional requirements:

161                   1. Unless, and except to the extent, otherwise specifically provided in Ord. No  
 162 5964, development shall be effected only in accordance with all ordinances of the City.

163                   2. Construction shall start within 90 days of the issuance of building permits for  
 164 the project and shall be developed in accordance of the approved final development plan  
 165 within 120 days of start of construction.

166                   Motion seconded by Stock. On Roll Call the Commission voted: Boyle yes,  
 167 Stock yes, Weller yes, Minks yes, Baranowski absent, Hessel absent, Olds absent.  
 168 Motion carried.

169                   Item 3           **Party Center**  
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 171                   PZ010614-3   **Recommend Approval**  
 172                                   #8 Paddock Hills Shopping Center Ward 9  
 173                                   Request recommended approval of a Special Use Permit to allow for a  
 174                                   party center in a B-3 zoning district.  
 175  
 176

177                   Ms. Shirley Gordon, petitioner, appeared before the Commission and stated that  
 178 she would like to operate a business for children’s parties and on occasion, a retirement  
 179 party. There will be only one party held at a time. The hours of operation will be from  
 180 10:00 a.m. until 11:30 p.m. No alcohol will be served and no food will prepared on site.

181 A caterer will be used. Ms. Gordon informed the Commission that the maximum  
182 number of people allowed at any given time is 136 people. She has added another  
183 bathroom to the site and refurbished the old one. Inspections from Florissant and the  
184 Fire District have already been completed.

185 In response to Mr. Weller's question, the petitioner stated that her new sign  
186 would be a face change on the existing sign. He asked if the sign met the city's  
187 requirements to which Mr. Lum responded the box needed to be 40 sf in order to  
188 comply. A sign permit would not have been issued to the prior business if it had not  
189 met the City's Code. Mr. Weller asked that the sign be measured because it looked  
190 large. Ms. Boyle stated that the sign issue would be addressed by Mr. Lum and the  
191 Public Works Department. Mr. Lum confirmed that the prior tenant did in fact have a  
192 sign permit for that location dated 2004. Ms. Boyle stated that she thought the most  
193 recent sign might have been replaced since that 2004 permit had been issued because it  
194 looked larger. Mr. Lum stated that as part of P & Z's approval tonight, they could  
195 consider the requested sign as part of the special use permit if it was simply a "face  
196 change." If the petitioner installed a sign that was over 40 sf, a special permit would  
197 be required.

198 Ms. Boyle asked if there were any further questions or comments to the  
199 petitioner? Being none, Ms. Boyle moved to recommend approval of a Special Use  
200 Permit for a party center at 8 Paddock Hills S/C in a B-3 Extensive Business District,  
201 subject to the regulations of a B-3 zoning district. The hours of operation will be from  
202 10 a.m. until 11:30 pm with the capacity of the building to be 136 individuals. The sign  
203 will replace the existing box, seconded by Minks. Motion carried. On Roll Call the  
204 Commission voted: Boyle yes, Stock yes, Weller yes, Minks yes, Baranowski absent,  
205 Hessel absent, Olds absent. Motion carried.

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207 Item 4 **Phillips 66**  
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209 PZ010614-4 **Postponed to 2/3/2014**  
210 2020 Patterson Ward 4  
211 Request recommended approval of a Special Use Permit to allow for a  
212 filling station in a B-1 zoning district.  
213

214 Mr. Gary Ploesser, representative for petitioner, appeared before the Commission  
215 and stated that the owner would like to convert the previously existing Sinclair garage  
216 and service station into a convenience store and filling station. They will remove a  
217 small building in the rear of the property and replace it with a brick faced addition.  
218 Fifteen parking spaces are required. They currently have 14 spaces and can remove 2  
219 landscape islands in order to accommodate an additional space if required by the City.  
220 The landscaping plan currently meets the City's requirements.

221 The owner would like to apply for a sign variance in order to allow a sign in the  
222 front island. Most of their signs are pricing signs. The canopy sign is covered by a  
223 previous Special Permit and is an identification sign. There are four entrances: two on  
224 Humes and two on Patterson. The staff has requested that two of the exits be closed to  
225 which the petitioner has agreed to close the two front ones. The hours of operation will  
226 be 7 am until midnight. They will have a maximum of three employees.

227 Mr. Stock asked the petitioner if a cross access agreement was necessary to  
228 which Mr. Ploesser responded that they had attempted to obtain one in the past but  
229 without success. They will brick the dumpster to match the building. Mr. Stock  
230 expressed concern about the safety of the underground tanks because they had not been  
231 used in several years. Mr. Lum stated that although the tanks had not been used, they  
232 are inspected on a regular basis.

233 The Building Commissioner explained to the Commission that in regards to  
234 handicap accessibility, a double door would not work when a ramp was added. A sliding  
235 door or a single door would not block access to the ramp and would be acceptable. Mr.  
236 Ploesser stated that he would address the issue with the owner.

237 Ms. Boyle informed the petitioner that any mechanical equipment on the roof  
238 needed to be screened to which the petitioner agreed. She added that this needed to be  
239 included in the plans. Ms. Boyle also asked the height of the ground sign to which the  
240 petitioner was unsure. Mr. Lum responded that there would be visibility problems with  
241 the signage. Mr. Ploesser asked if shortening the sign, lowering the base and locating it  
242 as far back as possible in the landscaped corner would be a possible solution. Mr. Stock  
243 stated that he thought the height would still cause a problem and suggested placing the  
244 signage on the awning. The petitioner stated that he would talk to the owners about

245 signage issues. In regard to the parking spaces, Mr. Stock stated that he would prefer to  
246 keep the landscaping intact and keep the parking spaces at 14.

247 Ms. Boyle stated that she would prefer that the petitioner amend the plans to  
248 address the concerns of the Commission and return at a later time. ADA doors, trash  
249 enclosure, screening on the addition, and most importantly signage all need to be  
250 addressed.

251 Ms. Boyle asked if there were any further questions or comments to the  
252 petitioner? Being none, Ms. Boyle moved to postpone the request to recommend  
253 approval of a Special Use Permit to allow for a filling station in a B-2 Zoning District to  
254 the 2/3/2014 meeting until completed plans were submitted, seconded by Stock.  
255 Motion carried.

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Item 5 Premier Auto

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PZ010614-5 **Recommend Denial**

261

2420-Rear N. Highway 67 Ward 9

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Request recommended approval to amend a Special Use Permit,  
263 Ordinance No. 7065, to allow for exterior renovations in a B-3 zoning  
264 district.

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267

Mr. Joe Dale, architect for the petitioner, appeared before the Council and  
268 explained that the property was an odd, land-locked site, situated far back off the road  
269 and accessible only through a cross-access agreement. The owners are planning to  
270 construct an addition directly onto the existing auto detailing building. The current  
271 2004 building is constructed of an unpainted, split face natural block, to which they will  
272 match materials including the shingled roofing. There will be a clear sealer on the  
273 block. The use of this building will be for taking photos of vehicles after they have  
274 been detailed and prepped for the use of internet sales. There will be a spinning turntable  
275 to rotate the vehicles as their pictures are taken. They will then be sent to a dealership.  
Mr. Dale stated that the turntable was electric and somewhat elevated.

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In regard to the painting of masonry, the Building Commissioner explained that  
Mr. Dale was in possession of a signed, stamped and approved 2004 building permit for  
a painted, split-faced block building which was not in compliance with the City's



279 masonry code. After researching the issue, Mr. Lum discovered that the Special Use  
280 Permit did not reference the materials nor were the materials mentioned in the minutes.  
281 After consulting with the City Attorney, Mr. Lum stated that non-masonry materials on  
282 the outside of the building, although a violation of the zoning regulations, could be  
283 considered for approval by Planning and Zoning (and ultimately approved by the City  
284 Council) as part of this special use permit recommendation if they so desired. This  
285 was significant because the new addition will match the old building which is  
286 constructed of colored, split-faced block. Mr. Lum stated that according to the masonry  
287 code the building should have been constructed of brick or natural cut stone.

288 As a note, Mr. Dale stated that the block had never been painted but was instead  
289 a natural gray color. They have no plans to paint the addition, but the split faced block  
290 will be sealed as recommended by the manufacturer. The block cannot be stained.

291 Mr. Dale stated that if the addition does not match the existing building, (which  
292 is a code violation) the site would then have three different materials on the exterior and  
293 would “look terrible.” The original building on the far end of the site is vinyl. He  
294 stated that he is simply trying to deal with the situation as it currently stands.

295 Ms. Boyle stated that she would never vote for a non-masonry material. In  
296 regard to the privacy fence, Mr. Weller stated that it was awful and a person could see  
297 right through it.

298 Ms. Boyle asked if there were any further questions or comments to the  
299 petitioner? Being none, Ms. Boyle moved to recommend approval to amend Special  
300 Use Permit No. 7065 for an addition to an auto detailing establishment in a B-3 Zoning  
301 District , as depicted by the attached drawings SP-1, dated 11/12/13 and A-2 by Dale  
302 Architectural Services dated 12/12/13, subject to the regulations of the B-3 Zoning  
303 District, seconded by Stock. Motion carried. On Roll Call the Commission voted:  
304 Boyle yes, Stock yes, Weller no, Minks yes, Baranowski absent, Hessel absent, Olds  
305 absent. Motion denied.

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310                    Item 6            **Auto Tire**  
311                    PZ010614-6    **Recommend Approval**  
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313                                    530 N. Highway 67    Ward 6  
314                                    Request recommended approval of a Special Use Permit to allow for an  
315                                    automotive service garage in a B-3 Zoning District.  
316

317  
318                                    Matt Adams and George Jarrett, petitioners for Auto Tire, appeared before the  
319                                    Commission and stated that they wished to relocate their auto tire store to the old  
320                                    Firestone location in Florissant Square Shopping Center. They currently have 950 tire  
321                                    businesses throughout the country. The only significant change to the façade will be a  
322                                    change to the existing sign elements. The existing wall sign is proposed to have new  
323                                    metal facing in lieu of the existing sign. There will be a face change to the sign on the  
324                                    roof which was originally structurally built into the actual building. There will be no  
325                                    change to the building’s site plan or use. They will replace the existing trash enclosure  
326                                    which will be brick to match the existing building. The hours of operation are 7:00 to  
327                                    7:30 M-F, 7:30 to 7:00 Sat and 9:00 to 5:00 Sun.

328                                    Mr. Stock requested that all the hydraulics be checked before they moved in.  
329                                    The petitioner informed the Commission that they would be installing above ground lifts  
330                                    and using vegetable oil. Old tires will be stored inside the building until picked up by a  
331                                    licensed hauler. They do not encourage overnight parking. On the rare occasion that a  
332                                    customer does not pick up a vehicle, it is stored overnight in one of the bays for security  
333                                    and safety concerns.

334                                    Ms. Boyle asked if there were any further questions or comments to the  
335                                    petitioner? Being none, Ms. Boyle moved to recommend approval for a Special Use  
336                                    Permit (which will abolish Ord. No. 7948) for auto repair establishment in a B-3 zoning  
337                                    district as depicted by the attached drawings PH1, PH1.1, PH1/2, PH1/3, A1.0, A1.1,  
338                                    A3.1, A3.2, PH1.0TE, and A1/0TE by Adams Architectural Associates, all dated  
339                                    12/20/13, subject to the regulations of the B-3 Zoning District, seconded by Stock.  
340                                    Motion carried. On Roll Call the Commission voted: Boyle yes, Stock yes, Weller yes,  
341                                    Minks yes, Baranowski absent, Hessel absent, Olds absent. Motion carried.

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Item 7            **Food 4 Hire**

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PZ012114-7    **Recommend Approval**

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1927-1929 Washington Ward 7

349

Request recommended approval of a Special Use Permit to allow for a food catering business in a B-1 zoning district.

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352

Ms. Lavinia McCoy appeared before the Commission and stated that she was a chef, certified from the Cordon Bleu Institute. Her partner is a chef also, having ten years experience. They currently have another catering business on Chippewa and wanted to relocate to Florissant. The proposed site was previously a restaurant. Ms. McCoy noted that she will not have any diners eating at the location-it will be strictly a full time catering business only. They currently have 5 contracts with nursing homes, residential treatment centers, adult day cares and an adolescent treatment facility in St. Charles - all of which they deliver food to 365 days a year. On certain days they will need to be working as early as 5:30 a.m. and their last meals go out usually at 4:30. Occasionally, for special catering events they might have to stay until 11:00 pm. Ms. McCoy displayed her various menus. They use a box truck and a van for deliveries and will load and park them at the rear of the building. The petitioners go to various suppliers and pick up the items that they need, and as a result, no truck deliverers are made to the site. There will be a total of four employees who will also park in the rear. All fire, health and city inspections have been scheduled.

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Ms. Boyle asked if there were any further questions or comments to the petitioner? Being none, Ms. Boyle moved to recommend approval of a Special Use Permit for the operation of a catering business in a B-1 zoning district located at 1927-1929 Washington, seconded by Minks. On Roll Call the Commission voted: Boyle yes, Stock yes, Weller yes, Minks yes, Baranowski absent, Hessel absent, Olds absent. Motion carried.

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Miscellaneous

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**Item            Review and make recommendations to amend the Zoning Code regarding parking ratios.**

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**Postponed to 2/3/2014**

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Ms. Boyle moved to postpone the request to review and make recommendations to amend the Zoning Code regarding parking ratios to the 2/3/2014 meeting, seconded by Stock. Motion carried.

Being no further comments or questions Mr. Stock moved to adjourn the meeting, seconded by Olds. Motion carried. The meeting was adjourned at 9:15 p.m.

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Anita Moore, Deputy City Clerk