

**CITY OF SUNSET HILLS
BOARD OF ALDERMEN
MEETING AGENDA
AUGUST 9, 2022
6:00 P.M.**

**A meeting of the Board of Aldermen was called by Mayor Patricia Fribis and will be held in the Robert C. Jones Auditorium at City Hall, 3939 S. Lindbergh Boulevard
And virtually via Zoom**

You can join the meeting via Zoom.com or by using the following link:

**[https://us02web.zoom.us/j/88422679756?
pwd=RXFtOVR3K1BCOUVGdXV4QVNMYt2QT09](https://us02web.zoom.us/j/88422679756?pwd=RXFtOVR3K1BCOUVGdXV4QVNMYt2QT09)**

Or, you can dial in at 312-626-6799

Meeting ID: 884 2267 9756

Password: 724910

Public comments will be taken at the meeting, however, if you are unable to attend and wish to submit comments to be read aloud into the record on any topics other than the public hearings, please submit them in writing to bgillett@sunset-hills.com no later than 4 pm on Tuesday, August 9, 2022. All submittals must include your name and address. Comments must not contain vulgar language or exceed three minutes in duration.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF THE AGENDA
4. APPROVAL OF MINUTES
Approval of the minutes of the July 12, 2022 regular and closed session meetings.

Documents:

[MINUTES BOA JULY 12, 2022 DRAFT..PDF](#)

5. CONSENT AGENDA

- a.) Bills to be approved.
- b.) Request by Prestige Pools for special event tent sales 8/19/22-08/28/22 and 10/21/22-10/30/22 at 10416 Watson Road.

Documents:

[CONSENT AGENDA REPORTS JULY 2022 EXPENDITURES BY DEPT.PDF](#)
[CONSENT AGENDA REPORTS JULY 2022 EXPENDITURES BY TYPE.PDF](#)
[CONSENT AGENDA REPORTS JULY 2022 EXPENDITURES BY VENDOR.PDF](#)
[CONSENT AGENDA PRESTIGE POOLS SPECIAL EVENT SALES.PDF](#)

6. PUBLIC HEARINGS

The Board will Consider and discuss a petition for a Change of Zoning from R-4 Single Family Residential- 10,000 square foot minimum lot size to R-5 Single Family Residential-7,500 square foot minimum lot size submitted by Rolwes Development LLC for the properties that make up Gates Manor Subdivision

The Board will consider and discuss a petition for a Text Amendment to change the minimum site size in Appendix B Zoning Regulations, Section 4.10-6B1 from ten (10) acres to 4.85 acres submitted by Rolwes Development LLC for the properties that make up Gates Manor Subdivision

The Board will consider and discuss a petition for a Text Amendment to change the minimum building setback for detached Single Family dwellings from abutting residentially zoned property required in Appendix B Zoning Regulations, Section 4.10-6B4A from fifty feet (50') to twenty feet (20') submitted by Rolwes Development LLC for the properties that make up Gates Manor Subdivision

The Board will consider and discuss a petition for Change of Zoning from R-5 Single Family Residential- 7,500 square foot minimum lot size to PD-R Planned Development- Residential submitted by Rolwes Development LLC for the properties that make up Gates Manor Subdivision

The Board will consider and discuss a petition for a Preliminary Development Plan submitted by Rolwes Development LLC for the properties that make up Gates Manor Subdivision

The Board will consider and discuss the Unified Development Ordinance, by Houseal Lavigne, to replace the following sections of the current Code

of Ordinances: Appendix A, Subdivision Code; Appendix B, Zoning Regulations; Appendix D, Sign Regulations; and The Zoning Map

Establish the annual rate of tax levy for the year of 2022 on all property within the City of Sunset Hills

Documents:

[PUBLIC HEARINGS GATES MANOR P-10-22 THRU P-14-22 PUBLIC HEARINGS \(2\).PDF](#)
[PUBLIC HEARING UDO \(2\).PDF](#)
[PUBLIC HEARING PROPERTY TAX RATES PUBLIC HEARING NOTICE 2022.PDF](#)

7. PUBLIC COMMENT

8. OLD BUSINESS

8.I. BILL NO. 09

An Ordinance adopting a new Section 15-26 of Chapter 15 of the Code of Ordinances of the city of Sunset Hills with respect to Short-Term Rentals

SECOND READING

Documents:

[BILL NO 9 COVER PAGE - SHORT TERM RENTALS \(002\).PDF](#)
[BILL NO 9 ORDINANCE TO ADOPT SEC. 15-26 - SHORT-TERM RENTALS \(02166107X7A478\).PDF](#)

8.II. BILL NO. 13

An Ordinance amending Chapters 2 and 19 of the Code of Ordinances relating to appointments to and filling vacancies of the Police Advisory Board, Business Development Committee, Finance Committee, Claire Gempp Davidson Memorial Conservation Area Commission, Swim and Dive Advisory Committee, Public Works Committee, Parks and Recreation Commission, and Board of Adjustment, and amendments to Chapter 2 regarding general appointment procedure

SECOND READING

Documents:

[BILL NO 13 COVER PAGE - NOMINATION PROCEDURE \(3\).PDF](#)
[BILL NO 13 EDITED VERSION ORD - AMENDING CHAPTERS OF CODE RE APPOINTMENT TO BOARDS AND COMMISSIONS -060922.PDF](#)
[BILL NO 13 BOARDS AND COMMISSIONS INFORMATION.PDF](#)

8.III. BILL NO. 16

An Ordinance for the purpose of establishing minimum regulations for controlling erosion and sediment from land disturbance activities at construction sites within the City of Sunset Hills Missouri; Providing for the issuance of Permits; Making Inspections; Collection of Permit and Inspection Fees; and providing penalties for the violation thereof through adoption of the Land Disturbance Code of St. Louis County, Missouri as the Land Disturbance Code of the City of Sunset Hills

SECOND READING

Documents:

[BILL NO 16 COVER PAGE ST LOUIS COUNTY - LAND DISTURBANCE CONTRACT \(2\).PDF](#)
[BILL NO 16 ORD ADOPTING STL COUNTY LAND DISTURBANCE CODE.PDF](#)

8.IV. BILL NO. 17

An Ordinance authorizing the Mayor to execute an agreement with the County of St. Louis, Missouri for the enforcement of the Land Disturbance Code.

SECOND READING

Documents:

[BILL NO 17 COVER PAGE ST LOUIS COUNTY - LAND DISTURBANCE CONTRACT \(2\).PDF](#)
[BILL NO 17 ORD - AUTHORIZING AGREEMENT WITH STL COUNTY RE LAND DISTURBANCE SERVICES.PDF](#)
[BILL NO 17 22-0609 SLC-SUNSET HILLS CONTRACT-LD.PDF](#)

9. CITY OFFICIAL AND COMMITTEE REPORTS

City Clerk/City Administrator, Brittany Gillett

Director of Finance, Susanna Messmer

Chief of Police, Stephen Dodge

City Attorney, Erin Seele

City Engineer, Bryson Baker

Director of Parks & Recreation, Gerald Brown

Committee Reports

Finance Committee – Alderman Fernandez

Economic Development Committee –

Parks & Recreation Commission – Alderman Wong

Police Advisory Board – Alderman Epperson

Public Works Committee – Alderman Friedmann

Documents:

[REPORTS EXPENDITURES BY DEPT_JAN-JUL 2022.PDF](#)
[REPORTS EXPENDITURES BY TYPE_JAN-JUL 2022.PDF](#)
[REPORTS EXPENDITURES BY VENDOR WITH DESCRIPTION_JAN - JUL 2022.PDF](#)
[REPORTS REVENUE_JAN-JUL 2022.PDF](#)
[REPORTS STATEMENT OF REVENUE AND EXPENDITURES BY FUND_JAN-JUL 2022.PDF](#)
[REPORTS PD JULY MONTHLY STATISTICS REPORT.PDF](#)
[REPORTS PW ENGINEER REPORT \(002\).PDF](#)
[REPORTS PARKS AUG 2022 8.12.22.PDF](#)
[REPORTS COURT JULY 2022 8.12.22.PDF](#)

10. NEW BUSINESS

10.I. BILL NO. 18

An Ordinance amending Section 2.3-1 of the Appendix of the Code of Ordinances of the City of Sunset Hills by Rezoning eleven properties that make up Gates Manor Subdivision from R-4 Single Family Residential to R-5 Single Family Residential

FIRST READING

Documents:

[BILL NO 18 GATES MANOR 1\) P-10-22 THRU P-14-22 COVER PAGE.PDF](#)
[BILL NO 18 ORD - REZONING FROM R-4 TO R-5 - GATES MANOR SUBDIVISION \(3\).PDF](#)
[BILL NO 18 GATES MANOR 2\) P-10-22 APPLICATION.PDF](#)
[BILL NO 18 GATES MANOR 3\) P-10-22 UPDATED STAFF REPORT.PDF](#)
[BILL NO 18 GATES MANOR 4\) P-10-22 THRU P-14-22 PUBLIC HEARINGS \(2\).PDF](#)

10.II. BILL NO. 19

An Ordinance amending Section 4.10-6(B)4.A of Appendix B of the Code of Ordinances of the City of Sunset Hills to change the minimum building setback for detached single Family Dwellings abutting a Residential zoned property from 50 to 20 feet in the PD-R Planned Development-Residential District

FIRST READING

Documents:

BILL NO 19 GATES MANOR TEXT AMEND. 1) P-10-22 THRU P-14-22
COVER PAGE.PDF
BILL NO 19 ORD - TEXT AMENDMENT REDUCE SETBACK PD-R DISTRICT -
GATES MANOR SUBDIV.PDF
BILL NO 19 GATES MANOR TEXT AMEND. 2) P-11-22 APPLICATION.PDF
BILL NO 19 GATES MANOR TEXT AMEN. 3) P-11-22 UPDATED STAFF
REPORT.PDF
BILL NO 19 GATES MANOR TEXT AMEND. 4) P-10-22 THRU P-14-22
PUBLIC HEARINGS (2).PDF

10.III. BILL NO. 20

An Ordinance amending Section 4.10-6B1 of Appendix B of the Code
of Ordinances of the City of Sunset Hills to change the minimum Site
Size for PD-R Planned Development- Residential District from 10 acres
to 4.85 acres

FIRST READING

Documents:

BILL NO 20 GATES MANOR TEXT AMEND. LOT SIZE 1) P-10-22 THRU P-14-
22 COVER PAGE.PDF
BILL NO 20 ORD - TEXT AMEND REDUCE LOT SIZE PD-R DISTRICT GATES
MANOR SUBDIV (003).PDF
BILL NO 20 GATES MANOR TEXT AMEND. LOT SIZE 2) P-12-22
APPLICATION.PDF
BILL NO 20 GATES MANOR TEXT AMEND. LOT SIZE 3) P-12-22 UPDATED
STAFF REPORT.PDF
BILL NO 20 TEXT AMEND. LOT SIZE 4) P-10-22 THRU P-14-22 PUBLIC
HEARINGS (2).PDF

10.IV. BILL NO. 21

An Ordinance amending Section 2.3-1 of Appendix B of the Code of
Ordinances of the City of Sunset Hills by rezoning eleven properties that
make up Gates Manor Subdivision from R-5 Single Family Residential
to PD-R Planned Development Residential District

FIRST READING

Documents:

BILL NO 21 GATES MANOR 1) P-10-22 THRU P-14-22 COVER PAGE.PDF
BILL NO 21 ORD - REZONING FROM R-5 TO PRD - GATES MANOR
SUBDIVISION (2).PDF
BILL NO 21 GATES MANOR 2) P-13-22 APPLICATION.PDF
BILL NO 21 GATES MANOR 3) P-13-22 UPDATED STAFF REPORT.PDF
BILL NO 21 GATES MANOR 4) P-13-22 TRAFFIC MEMO FROM CBB.PDF
BILL NO 21 GATES MANOR 5) P-10-22 THRU P-14-22 PUBLIC HEARINGS
(2).PDF

10.V. BILL NO. 22

An Ordinance approving a Preliminary Development plan for the Gates
Manor subdivision

FIRST READING

Documents:

[BILL NO 22 GATES MANOR 1\) P-10-22 THRU P-14-22 COVER PAGE \(003\).PDF](#)
[BILL NO 22 ORD - APPROVING PRELIMINARY DEV PLAN - GATES MANOR SUBDIVISION \(2\).PDF](#)
[BILL NO 22 GATES MANOR 2\) P-14-22 APPLICATION.PDF](#)
[BILL NO 22 GATES MANOR 3\) P-14-22 UPDATED STAFF REPORT.PDF](#)
[BILL NO 22 GATES MANOR 4\) P-14-22 PRELIMINARY DEVELOPMENT PLAN.PDF](#)
[BILL NO 22 GATES MANOR 5\) P-10-22 THRU P-14-22 PUBLIC HEARINGS \(2\).PDF](#)

10.VI. BILL NO. 23

An Ordinance repealing Appendices A (Subdivision Regulations), B (Zoning Regulations), and D (Sign Regulations) of the Code of Ordinances of the City of Sunset Hills, enacting a new Unified Development Ordinance regarding the same including penalties for violation of same, adopting a new Official Zoning Map, and Rezoning property as shown on the same
FIRST READING

Documents:

[BILL NO 23 UDO 1\) P-20-17 COVER PAGE.PDF](#)
[BILL NO 23 ORD - UNIFIED DEVELOPMENT ORDINANCE.PDF](#)
[BILL NO 23 UDO 2\) 052022 SUNSET HILLS FULL DRAFT UDO.PDF](#)
[BILL NO 23 UDO 3\) STAFF MEMO INCLUDING CHANGES BY PZ.PDF](#)
[BILL NO 23 UDO 4\) DRAFT BILL 1662 MEMO \(HOME BASED BUSINESSES\) \(002\).PDF](#)
[BILL NO 23 UDO 5\) MAP PROPOSED ZONING 20211213.PDF](#)
[BILL NO 23 UDO 6\) P-20-17 PUBLIC HEARING \(2\).PDF](#)

10.VII. BILL NO. 24

An Ordinance establishing the annual rate of tax levy for the year 2022, on all property within the City of Sunset Hills
FIRST READING

Documents:

[BILL NO 24 AGENDA ITEMS COVER PAGE - PROP TAX RATES 2022.PDF](#)
[BILL NO 24 PROPERTY TAX ORD 2022.PDF](#)
[BILL NO 24 PROPERTY TAX RATES PUBLIC HEARING NOTICE 2022.PDF](#)

10.VIII. BILL NO. 25

An Ordinance amending Chapter 2, Article 3 of the Code of Ordinances adopting an Attendance Policy for the City's Boards, Committees, and Commissions and amending Chapter 19 relating to The Parks and Recreation Commission
FIRST READING

Documents:

[BILL NO 25 COVER PAGE - ATTENDANCE POLICY.PDF](#)
[BILL NO 25 ATTENDANCE ORDINANCE - DRAFT.PDF](#)

10.IX. RESOLUTION NO. 637

A Resolution approving a Contract with ORC and authorizing the Mayor and/or the City Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

[RESOLUTION NO 637 ORC - ROW AQUISITION SEVICES - AGENDA COVER PAGE.PDF](#)
[RESOLUTION NO 637 APPROVAL OF ORC AGREEMENT.PDF](#)
[RESOLUTION NO 637 - ORC ROW PROPOSAL.PDF](#)

10.X. RESOLUTION NO. 638

A Resolution approving a Grant request for renovations to Lynstone Park and authorizing the Mayor and City Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

[RESOLUTION NO 638 COVER PAGE - LYNSTONE GRANT APPLICATION.PDF](#)
[RESOLUTION NO 638 LYNSTONE MUNI GRANT.PDF](#)
[RESOLUTION NO 638 DRAFTCP1-LYNSTONEPARK-CONCEPT-REV 8-3-22.PDF](#)
[RESOLUTION NO 638 DRAFTLYNSTONECONCEPTESTIMATE-REV 8-3-22.PDF](#)

10.XI. RESOLUTION NO. 639

A Resolution approving a change order on contract with Greenflush Restrooms and authorizing the Mayor and City Administrator to execute the same on behalf of the City of Sunset Hills

Documents:

[RESOLUTION NO 639 COVER PAGE - STIEREN RESTROOM \(002\) - CHANGE ORDER 1.PDF](#)
[RESOLUTION NO 639 GREENFLUSH CHANGE ORDER \(003\).PDF](#)
[RESOLUTION NO 639 CHANGE ORDER 1 - GREEN FLUSH RESTROOM.PDF](#)

11. APPOINTMENTS

12. GENERAL DISCUSSION

12.I. INCENTIVE

Documents:

[DISCUSSION ITEM INCENTIVE MEMO.PDF](#)

12.II. PAVEMENT MANAGEMENT

Documents:

[DISCUSSION ITEM PAVEMENT MANAGEMENT.PDF](#)

13. REQUEST TO MEET IN CLOSED SESSION PURSUANT TO 610.21.(1), (2), (3) TO DISCUSS LEGAL MATTERS, REAL ESTATE AND PERSONNEL MATTERS

Documents:

[CLOSED AGENDA MEETING AUGUST 9, 2022 \(2\).PDF](#)

14. ADJOURNMENT