

MINUTES OF THE REGULAR MEETING
OF THE PLANNING AND ZONING COMMISSION
OF THE CITY OF SUNSET HILLS, MISSOURI
HELD ON WEDNESDAY, JUNE 2, 2021

BE IT REMEMBERED that the Planning and Zoning Commission of the City of Sunset Hills, Missouri met by Zoom meeting on Wednesday, June 2, 2021. The meeting convened at 10:00 A.M.

The meeting began with those present standing for the reciting of the Pledge of Allegiance.

ROLL CALL

| | | |
|-----------------|-----------------|----------------|
| Present: | Terry Beiter | -Chairman |
| | Todd Powers | -Member |
| | Mike Svoboda | -Member |
| | Steve Young | -Member |
| | Rich Gau | -Member |
| | Bryson Baker | -City Engineer |
| | Robert E. Jones | -City Attorney |
| | Lynn Sprick | -City Planner |

| | | |
|----------------|-------------------|---------|
| Absent: | Michael Hopfinger | -Member |
| | Roger Kaiser | -Member |
| | Brian VanCardo | -Member |
| | Frank Pellegrini | -Member |

APPROVAL OF THE MINUTES

Copies of the minutes of the May 5, 2021 Planning and Zoning Commission meeting were distributed to the members for their review. Mr. Young made a motion to approve the minutes as submitted. Mr. Powers seconded the motion, and it was unanimously approved.

NEW BUSINESS:

P-09-21 Petition for an Amended Conditional Use Permit, submitted by Lutheran Church of the Resurrection, for the reinstallation of an electronic church bell system at 9907 Sappington Road.

Ms. Sprick stated the original bell system has been in disrepair since 2009 and has not been replaced. An Amended Conditional Use Permit is required to reinstall it.

Nick Schram, pastor of Lutheran Church, was present and stated they would like the bells for services.

Mr. Svoboda asked if the bells would be for specific events or hourly.

Mr. Schram stated they would be used for special events only.

Terrell Carter, of 9929 Sappington Road, asked what the earliest the bells would be ringing would be.

Mr. Schram stated 8:30 A.M. on Sunday.

Mr. Carter asked if there is a midnight service for Christmas.

Mr. Schram stated there is a service, but the church will be respectful and not ring the bells that night.

Darla Halfacre asked how often the bells will ring.

Mr. Schram stated Saturday evenings and Sunday mornings. Special events are unpredictable. Most events would be at 11:00 A.M. throughout week or on Saturdays.

Mr. Young made a motion that petition P-09-21 Petition for an Amended Conditional Use Permit, submitted by Lutheran Church of the Resurrection, for the reinstallation of an electronic church bell system at 9907 Sappington Road be recommended to the Board of Aldermen for approval. Mr. Gau seconded the motion, and it was unanimously approved.

ANY OTHER MATTERS DEEMED APPROPRIATE

Ms. Sprick stated starting in July, the Mayor would like to go back to in person meetings, if the Commission is willing to do that. She asked what time they would like to have the meeting.

Mr. Beiter stated 6:00 P.M. or 7:00 P.M. is fine.

Mr. Gau asked if other cities are going back to in person or staying virtual.

Mr. Jones stated most are in person. Some cities do not have the technology for a hybrid format.

Mr. Gau asked if Sunset Hills has that technology.

Mr. Baker stated the City does not have the technology for that. When the Chambers are renovated, this will be an option.

Mr. Jones stated although the general public has become used to being able to access meetings, he is in favor of public meetings.

Mayor Fribis stated she understands both sides. It is entirely up to the Commission to decide.

Mr. Beiter stated Zoom is a little difficult for public participation. It is easier for some who are at work, but he would prefer to go back to public meetings.

Mr. Gau asked if the City has an option to do hybrid.

Mr. Jones stated video conferencing is permitted.

Mr. Gau would like to go back to public meetings. He stated the City should invest in the technology to make video conferencing available.

All members agree with 6:00 P.M. in person meetings.

Mr. Beiter stated if the agenda is small, a Zoom meeting will be held.

Mr. Jones stated an ordinance will have to be passed to change the time.

Mr. Beiter stated the red-lined version of the Unified Development Ordinance (UDO) was distributed to the members. A public hearing will be held at the July 7, 2021 meeting and a recommendation will be made to the Board of Aldermen. Any minor comments can be submitted to staff directly. Major comments can be discussed.

Mr. Gau asked if the Board of Aldermen will do another public hearing.

Mr. Jones stated he suggests a second public hearing at the Board of Aldermen level.

Mr. Gau asked if there is a possibility the document will not be voted on at the July 7, 2021 meeting, depending on public comment.

Mr. Baker stated yes, if there are changes that need to be made that will be done before the vote.

Mr. Gau asked if the public will see the red-lined version.

Mr. Baker stated they will see the final document, but the red-lined version will be available online.

Mr. Gau asked if there will be an interactive map available for the public.

Mr. Baker stated a discussion can be had with Houseal Lavigne to make this available.

Mr. Beiter stated this is important.

Mr. Svoboda stated the dimensional standards chart does not have the word setbacks, which may be confusing.

Ms. Sprick stated she made a note for that and for page numbers to be added for public review.

Mr. Svoboda stated in section 4.1.72 single family residential, not allowing more than 40% of lot width being used for driveway is an issue. Some residents with turn around driveways may have more than 36 feet of driveway width.

Mr. Baker stated 24 feet is standard. 36 feet should be more than enough, but Mr. Svoboda can make a recommendation.

Mr. Gau asked how this will be addressed.

Mr. Baker stated there are a lot of driveways that exceed that amount. A sentence can be added for a maximum width for each driveway. The issue would be if someone had a four or five car garage, coming straight out into the street. He is open for suggestions. 36 feet is standard for a 3 car garage coming straight out to the street.

Ms. Sprick stated 24 feet and 40% is standard and best practice.

Mr. Gau stated something should be added for a circle drive.

Ms. Sprick stated they are usually one 12 foot lane wide.

Mr. Beiter asked staff to take this into consideration.

Mr. Svoboda asked if section 4.1.12, #7 contradicts other areas of the code.

Ms. Sprick stated the table breaks it down. There is subjectivity in the table, though. She will look into it.

Mr. Beiter asked if this section prohibits parking of trailers in residentially zoned districts and if it permits that paving material in a residential area that was once grass.

Mr. Baker stated rock has been removed as being used for parking areas. This is no longer allowed.

Mr. Beiter asked if someone already has rock, if they are grandfathered in.

Mr. Baker stated yes.

Mr. Svoboda stated in the chart above section 4.2.3, area A-D is not clarified. He asked what the areas are.

Ms. Sprick showed the graphic that the table refers to. She will add a line that says see table above.

Mr. Svoboda stated in section 4.4.2, C for through lots, the fence height should be changed to 4 feet, instead of 3 feet.

Mr. Beiter agreed.

Ms. Sprick made note of the change. She asked if a person in a car can see over a 4 foot fence.

Mr. Baker stated 48 inches is too high for sight distance on a corner.

Ms. Sprick stated this is a through lot.

Mr. Svoboda stated it may depend on where the driveway on the neighbor's lot is located.

Ms. Sprick stated for consistency, the change will be made.

Mr. Svoboda stated he would like to allow chain link fencing.

Mr. Baker stated this has been voted on several times.

Mr. Jones stated he can make a motion.

Mr. Svoboda made a motion to remove the banning of chain link fences.

Mr. Beiter stated with there being no second, the motion failed.

Mr. Svoboda asked what foregoing in Section 6.5.3, #5 refers to.

Mr. Jones stated foregoing refers back to all sections of the UDO. The Board would like final approval of the comprehensive sign plans. This will be the norm for commercial developments. He asked if Section 6 should be removed and a separate sign code be made.

Mr. Gau asked what other cities do.

Mr. Jones stated they are all different. In Sunset Hills, half of Board of Adjustment items have been signs.

Mr. Gau stated he would like to get that out of the Board of Adjustments' hands.

Mr. Jones stated it is inconsistent for it to be varied. He suggests taking Section 6 out and making it a separate chapter in the Code of Ordinances.

Mr. Gau asked for staffs' opinion.

Mr. Baker stated it could work.

Mr. Jones stated he can look into how this will affect other provisions.

Mr. Gau stated this should be discussed at the July 7, 2021 meeting.

Mr. Jones stated he will look into it further.

Mr. Svoboda stated in Section 6.7 prohibited signs, #9 vehicle signs, there is another part of the Code that states vehicles with signs cannot park in the street, but they can park in a driveway. They contradict each other.

Mr. Baker stated vehicle signs would be signage in the windows, not a commercial vehicle with vinyl graphics.

Mr. Gau stated this may need to be clarified.

Mr. Svoboda asked if homeschooling over Zoom needs to be addressed in Section 15.8.8 #5, home occupation. There may be teachers teaching from home and kids coming to neighbors' homes to do school together.

Mr. Jones stated this is not considered a home occupation. The person conducting the school would be subject to it, but not the children.

Mr. Svoboda asked if home school is included in Section 15.19-S where it states elementary school must be taught in a public or parochial school.

Mr. Jones stated if there is a member of the general public attending, a home occupation would be subjected. Section 4.10.1- subsection 7 states customers and employees cannot come into the home.

Mr. Gau stated there should be a way to click on the table of contents and it will take you straight to each section.

Mr. Beiter stated adjustments will be made and it will be ready for the July 7, 2021 meeting. This will be available on the website for public review.

ADJOURNMENT

Mr. Gau made a motion to adjourn the meeting at 11:13 A.M. Mr. Svoboda seconded the motion, and it was unanimously approved.

Recording Secretary



Sarina Cape