

MINUTES OF THE REGULAR MEETING  
OF THE PLANNING AND ZONING COMMISSION  
OF THE CITY OF SUNSET HILLS, MISSOURI  
HELD ON WEDNESDAY, MAY 3, 2023

BE IT REMEMBERED that the Planning and Zoning Commission of the City of Sunset Hills, Missouri met in regular session in the Robert C. Jones Chambers of City Hall, 3939 S. Lindbergh Blvd., in said City on Wednesday, May 3, 2023. The meeting convened at 6:00 P.M.

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

ROLL CALL

<b>Present:</b>	Rich Gau	-Member
	Roger Kaiser	-Member
	Mike Svoboda	-Member
	Steve Young	-Member
	Frank Pellegrini	-Member
	Todd Powers	-Member
	Michael Hopfinger	-Member
	Erin Seele	-City Attorney
	Bryson Baker	-City Engineer
<b>Absent:</b>	Jennifer Geen	-Member
	Brian VanCardo	-Member

**APPROVAL OF THE MINUTES**

Copies of the minutes of the April 5, 2023, Planning and Zoning Commission meeting were distributed to the members for their review. Mr. Gau made a motion to approve the minutes as submitted. Mr. Kaiser seconded the motion, and it was unanimously approved.

## NEW BUSINESS

- P-16-23 Petition for a Text Amendment, submitted by the City of Sunset Hills, to amend Section 7.5-2(m) and Appendix A, Section A-1.5 of the Unified Development Ordinance. **This petition has been postponed.**
- P-17-23 Petition for a Lot Split, submitted by Anne Julius, at 9831 Sappington Road.

Mr. Baker stated the property is a 6.77-acre lot, being split into a 1-acre lot and a 5.77-acre lot. The existing house will stay on the 1-acre lot and a new home will be built on the remainder. All surrounding properties are residential. Staff recommends approval of the petition with conditions.

Anne Julius, property owner, and Mark Doering, with Doering Engineering, were present. Ms. Julius stated that no one lives in the existing home. Family members stay there when they visit.

Mr. Doering stated the property is zoned R-3 and the new home will comply with all City requirements. The existing driveway will remain, but will be paved, as required. The bridge will be replaced, as a condition of the Mehlville Fire Department. There is currently a cross access agreement with the neighbor for use of the driveway. There are existing sanitary sewers along the east property line. The new home will connect to them. They will receive Metropolitan Sewer District (MSD) approval and supply the City with a copy of the approval.

Mr. Svoboda suggested a culvert, instead of the bridge.

Mr. Baker stated the City does not require anything for it, as long as MSD approves it.

Mr. Doering stated if the water flow is put into a pipe, the exit velocity may be too much to handle.

Mr. Gau asked if MSD approval needs to be a condition.

Mr. Baker replied no.

Mr. Gau asked if there are width requirements for the driveway.

Mr. Baker replied no.

Mr. Young asked if any area of the lot will be split off and sold.

Ms. Julius stated no, it will stay in the family.

Mr. Gau made a motion that petition P-17-23 Petition for a Lot Split, submitted by Anne Julius, at 9831 Sappington Road be recommended to the Board of Aldermen with the conditions that a new address must be issued by St Louis County and recorded on the plat, Mehlville Fire District must approve the proposed Lot Split and a cross access easement must be established for access to the 1-acre lot. Mr. Kaiser seconded the motion, and it was unanimously approved.

P-18-23 Petition for a Text Amendment, submitted by the City of Sunset Hills, to amend Section 7.4.1 of the Unified Development Ordinance (UDO).

Mr. Baker stated transparency is important with the new UDO. The Mayor and Aldermen are involved in more of the processes. This requirement was left out of Section 7.4.1. The City wanted to make sure this section is cleaned up and this is added.

Mr. Pellegrini stated the notice should be given when the application is filed, not 15 days before the meeting.

Mr. Baker stated it is a state statute to give 15-day notice for a meeting.

Mr. Gau agreed that more than 15 days should be given for notices.

Ms. Seele clarified that the Text Amendment is for notice for the neighborhood meeting, required before the application is submitted.

Mr. Baker stated the neighborhood meeting happens before the application. If the Commission would like to extend the 15 days to 30, they can.

Mr. Pellegrini stated the residents should know as soon as an applicant has applied.

Mr. Baker stated this is requiring that the Mayor and two Aldermen from the Ward be invited to the neighborhood meeting.

Mr. Gau made a motion that petition P-18-23 Petition for a Text Amendment, submitted by the City of Sunset Hills, to amend Section 7.4.1 of the Unified Development Ordinance be recommended to the Board of Aldermen for approval. Mr. Svoboda seconded the motion, and it was unanimously approved.

**ANY OTHER MATTERS DEEMED APPROPRIATE**

**ADJOURNMENT**

Mr. Gau made a motion to adjourn the meeting at 6:36 P.M. Mr. Pellegrini seconded the motion, and it was unanimously approved.

Recording Secretary



Sarina Cape

DRAFT