

DARDENNE



PRAIRIE

CITY OF DARDENNE PRAIRIE
2032 HANLEY ROAD
DARDENNE PRAIRIE, MO 63368

PLANNING AND ZONING COMMISSION AGENDA
JULY 10, 2024
7:00 p.m.

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL Alderman Detweiler
Chairman Etzkorn
Commission members:
Bailey
Fry
Musler
Northcutt
Ogle
Pollard
Stankovich
Wooldridge

PUBLIC COMMENT

NEW BUSINESS

1. **Record Plat Request- Cedarstone** – Volz Incorporated has submitted a Record Plat for 18.24 acres containing 44 single-family lots, 5.3 acres of open space and an easement for a 10' trail located on the west side of Post Road across from Post Meadows Drive. The subdivision is zoned "R-1D"-“P.U.D.” and more particularly described in the Record Plat received by the City on July 1, 2024 and on file with the City Clerk.

APPROVAL OF MINUTES

1. Approval of 06-12-24 Minutes
2. Approval of 06-12-24 Work Session Summary

COMMISSION COMMUNICATIONS

ADJOURNMENT

MEMO

TO: Dardenne Prairie Planning and Zoning Commission
FROM: Todd Streiler, Planning & Development Manager
DATE: July 2, 2024
SUBJECT: Planning and Zoning Commission Meeting Scheduled for July 10, 2024

Items for consideration at this meeting include:

NEW BUSINESS:

1. **Record Plat Request- Cedarstone** – Volz Incorporated has submitted a Record Plat for 18.24 acres containing 44 single-family lots, 5.3 acres of open space and an easement for a 10' trail located on the west side of Post Road across from Post Meadows Drive. The subdivision is zoned "R-1D"-“P.U.D.” and more particularly described in the Record Plat received by the City on July 1, 2024 and on file with the City Clerk.

On August 16, 2023, the Rezoning and Area Plan for Cedarstone was approved via Ordinance #2266.

On February 5, 2024, a Final Site Plan and application was submitted for review by staff. On March 13, 2024, the Planning & Zoning Commission passed a motion recommended approval of the Final Development Plan, with a conditions that the front yard setbacks are 25'. On April 3rd, the Board approved the Final Development Plan in accordance with P&Z's recommendations.

On June 14th the City received a Record Plat for Cedarstone and sent review comments to the petitioner on June 26, 2024, see attached. The revised Record Plat, signed Deposit Agreement, Trust Indentures, letter addressing the City's comments, and review fee in the amount of \$1,283.96 was received on July 1, 2024.

ACTION

The Planning Commission shall propose and pass a motion to recommend the Board 1) approve; 2) approve with conditions, or 3) Deny the Cedarstone Record Plat in accordance with Section 410.010.

OLD BUSINESS: None

EXISTING ITEMS: None.

INFORMATION ONLY: None.

Enclosures

cc: Mayor John Gotway
James Knowles III, City Administrator
Kim Clark, City Clerk
John Young, City Attorney

June 28, 2024

Mr. Todd Streiler
City of Dardenne Prairie
2032 Hanley Road
Dardenne Prairie, MO 63368

RE: Cedarstone
Volz Project No. 23204
Dardenne Prairie Project No. 972280

Dear Todd,

We have reviewed the comment letter dated June 11, 2024 regarding the Creekside at Sommers Subdivision Record Plat. Our response to your comments or how we have addressed the item is in red below:

1. Provide a review fee in the amount of \$1,283.96. ($\$600 + (\$37.50 \times \$18.239) = \$683.96 = \$1,283.96$) **Check is being sent to the city, from the developer, under separate cover for the review fee.**
2. On Sheet 1, add the Dardenne Prairie project number (972280) to the upper right-hand corner. **Added project number to sheet 1, as requested.**
3. Place a note under the "typical lot" stating the following:
 - Lots 1 & 44 shall have a 20' building setback from Post Road
 - Lots 33 & 40 shall have a 20' building setback from Cedarstone Court.**Notes have been added as requested.**
4. Consider placing the mailbox clusters in an easement and common ground so they are not located on private property and the maintenance and responsibility is the HOA as opposed to the two property owners where the mailboxes are currently proposed. **A mail box easement and easement script have been added to the plat.**
5. Provide trust indentures, restrictions, and covenants for the subdivision in accordance with Section 410.350. **A preliminary copy of the indentures have been included with this submittal.**
6. Provide the original, fully executed Deposit Agreement and Letter of Credit in accordance with Section 412.080. **The developer is having the deposit agreement and letter of credit executed and will submit to the city under separate cover.**
7. Provide a letter indicating how the above comments were addressed. Include the Dardenne Prairie project number in all correspondence and submitted documents. **Provided as requested.**

If you have any questions, please feel free to contact me at 314-890-1219.

Sincerely,

VOLZ Incorporated
A Professional Service Company


Eric Kirby, P.L.S.

Cc: Skip Stone – Budrovich

DARDENNE



PRAIRIE

www.DardennePrairie.org

Planning & Development Manager

Phone 636.755-5314

Fax 636.898.0923

Tstreiler@dardenneprairie.org

City Hall

2032 Hanley Road

Dardenne Prairie, MO 63368

Phone 636.561.1718

Fax 636.625.0077

June 26, 2024

Mr. Eric J. Kirby, PLS
Volz, Incorporated
10849 Indian Head Industrial Blvd.
St. Louis, Missouri 63132

Subject: Record Plat- Cedarstone
Dardenne Prairie Project No. 972280

Dear Mr. Meyer:

The above-referenced record plat was received by the City on June 14, 2024 for review by the Dardenne Prairie Planning and Zoning Commission and review and consideration by the Board of Aldermen. The plat was reviewed for compliance with the City's Subdivision Requirements and the following comments and recommendations need to be addressed on the Record Plat.

1. Provide a review fee in the amount of \$1,283.96. ($\$600 + (\$37.50 \times \$18.239) \$683.96 = \$1,283.96$)
2. On Sheet 1, add the Dardenne Prairie project number (972280) to the upper right-hand corner.
3. Please a note under the "typical lot" stating the following:
 - Lots 1 & 44 shall have a 20' building setback from Post Road
 - Lots 33 & 40 shall have a 20' building setback from Cedarstone Court.
4. Consider placing the mailbox clusters in an easement and common ground so they are not located on private property and the maintenance and responsibility is the HOA as opposed to the two property owners where the mailboxes are currently proposed.
5. Provide trust indentures, restrictions, and covenants for the subdivision in accordance with Section 410.350.
6. Provide the original, fully executed Deposit Agreement and Letter of Credit in accordance with Section 412.080.
7. Provide a letter indicating how the above comments were addressed. Include the Dardenne Prairie project number in all correspondence and submitted documents.

Once the above items have been satisfactorily addressed, please submit the following items for distribution to the Planning and Zoning Commission and Board of Aldermen:

- One (1) 11x17 copy and fifteen (15) full-size **folded** copies of the record plat revised to address the comments above.
- Fifteen (15) copies of the covenants, grants of easements or other restrictions proposed to be

Re: Cedarstone Record Plat- 1st Review

imposed upon the use of land, buildings, and proposed easements for public utilities.

- One (1) electronic copy (pdf format) of all items submitted to the City.

Tentatively, the Record Plat will be reviewed by the Planning and Zoning Commission at their July 10th, 2024 Meeting, and the Record Plat will be reviewed and considered by the Board of Aldermen at their July 17, 2024 meeting. The meetings are planned to take place at the City Hall at 2032 Hanley Road and start at 7pm. The plat and any other materials or visual aids either submitted to the Commission and/or Board of Aldermen or presented at their meeting shall become the property of the City and part of the permanent record.

If you have any questions, please feel free to contact me.

Sincerely,



Todd Streiler, AICP, LEED AP
Planning & Development Manager

cc: John Gotway, Mayor
James Knowles, City Administrator
Kim Clark, City Clerk

The City of Dardenne Prairie Planning & Zoning Commission work session was called to order at 6:02 p.m. The meeting was held at the Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance.

Present at roll call were Alderman Detweiler, Chairman Etzkorn, Commissioners Bailey, Fry, Musler, Northcutt, Pollard Stankovich & Wooldridge. Commissioners Ogle was absent. Also present were City Clerk Kim Clark, City Engineer Tom Weis, City Planning & Development Manager Todd Streiler and City Attorney Drew Weber.

ITEMS FOR DISCUSSION

1. **PUD Request: Villas at Dardenne Prairie Phase II** – Application to rezone 2.88 acres of land currently zoned “R-1A” Single Family Residential District to “R-1D” Single Family Residential “PUD” Planned Unit Development located on the northeast corner of Hanley and Feise Road and more particularly described in the PUD Request received by the City on April 17, 2024, on file with the City Clerk from Applicant.
2. **PUD Request- Villas at Dardenne Prairie Phase III** – Application to rezone 4.02 acres of land currently zoned “R-1A” Single Family Residential District to “R-1D” Single Family Residential “PUD” Planned Unit Development located on the southwest corner of Feise and Hanley Road and more particularly described in the PUD Request on file with the City Clerk from Applicant. The proposed Area Plan contains 14 single-family detached villas and 0.4 acres of common ground.

ADJOURNMENT

Without objection, the meeting was adjourned at 6:45 p.m.

Respectfully submitted,

Kim Clark, City Clerk

The City of Dardenne Prairie Planning & Zoning Commission meeting was called to order at 7:10 p.m. The meeting was held at the Dardenne Prairie City Hall located at 2032 Hanley Road.

The meeting was opened with the Pledge of Allegiance.

Present at roll call were Alderman Detweiler, Chairman Etzkorn, Commissioners Bailey, Fry, Northcutt, Pollard, Musler, Stankovich and Wooldridge. Commissioner Ogle was absent. Also present were City Clerk Kim Clark, City Engineer Tom Weis, City Planning & Development Manager Todd Streiler and City Attorney Drew Weber.

PUBLIC COMMENT – No one present to speak.

PUBLIC HEARING

Jeff Simmons & Tim Miller were in attendance to present the plans.

1. **PUD Request: Villas at Dardenne Prairie Phase II** – Application to rezone 2.88 acres of land currently zoned “R-1A” Single Family Residential District to “R-1D” Single Family Residential “PUD” Planned Unit Development located on the northeast corner of Hanley and Feise Road and more particularly described in the PUD Request received by the City on April 17, 2024, on file with the City Clerk from Applicant.

A motion was made by Commissioner Wooldridge, seconded by Commissioner Bailey to close the public hearing. Motion passed unanimously.

2. **PUD Request- Villas at Dardenne Prairie Phase III** – Application to rezone 4.02 acres of land currently zoned “R-1A” Single Family Residential District to “R-1D” Single Family Residential “PUD” Planned Unit Development located on the southwest corner of Feise and Hanley Road and more particularly described in the PUD Request on file with the City Clerk from Applicant. The proposed Area Plan contains 14 single-family detached villas and 0.4 acres of common ground.

A motion was made by Commissioner Bailey, seconded by Commissioner Stankovich to close the public hearing. Motion passed unanimously.

NEW BUSINESS

1. **PUD Request- Villas at Dardenne Prairie Phase III** – Application to rezone 4.02 acres of land currently zoned “R-1A” Single Family Residential District to “R-1D” Single Family Residential “PUD” Planned Unit Development located on the southwest corner of Feise and Hanley Road and more particularly described in the PUD Request on file with the City Clerk from Applicant. The proposed Area Plan contains 14 single-family detached villas and 0.4 acres of common ground.

A motion was made by Commissioner Wooldridge, seconded by Commissioner Bailey to recommend approval of Phase III dated 06/04/24 on sheets 1,2,3 & 4 with the following conditions:

PLANNING & ZONING MINUTES

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The front and rear yard setbacks shall be set at 25' except lots 31 & 32
The applicant consults with city staff regarding the tree placement and type on Feise and Hanley
Trees be placed out of the ROW

Roll call was as follows:

Chairman Etzkorn – Aye	Commissioner Bailey – Aye
Commissioner Stankovich – Aye	Commissioner Fry – Aye
Commissioner Wooldridge – Aye	Commissioner Musler - Aye
Commissioner Pollard – Aye	Commissioner Ogle – Absent
Commissioner – Northcutt - Aye	

OLD BUSINESS

1. **PUD Request: Villas at Dardenne Prairie Phase II** – Application to rezone 2.88 acres of land currently zoned “R-1A” Single Family Residential District to “R-1D” Single Family Residential “PUD” Planned Unit Development located on the northeast corner of Hanley and Feise Road and more particularly described in the PUD Request received by the City on April 17, 2024, on file with the City Clerk from Applicant.

A motion was made by Commissioner Wooldridge, seconded by Commissioner Stankovich to recommend approval of Phase II with revision date of 05/22/24 on sheets 1,2,3 & 4 with the following conditions:

The front and rear yard setbacks be set at 25'
Eliminate the sidewalk on the North side
The applicant consults with city staff regarding the tree placement and type being proposed

A motion was made by Commissioner Northcutt, seconded by Commissioner Bailey to remove the setback requirement from the motion.

Commissioner Pollard – Aye	Commissioner Fry – Aye
Commissioner Northcutt – Aye	Commissioner Musler – Nay
Commissioner Bailey – Aye	Commissioner Ogle – Absent
Chairman Etzkorn - Aye	Commissioner Wooldridge – Nay
Commissioner Stankovich - Aye	

Roll call vote on the original motion with the setback requirement removed is as follows:

Commissioner Bailey – Aye	Chairman Etzkorn – Aye
Commissioner Ogle – Absent	Commissioner Musler – Aye
Commissioner Pollard – Aye	Commissioner Northcutt - Aye
Commissioner Wooldridge – Aye	Commissioner Stankovich – Aye
Commissioner Fry - Aye	

APPROVAL OF MINUTES

1. Approval of 05-08-24 Minutes

PLANNING & ZONING MINUTES

JUNE 12, 2024

A motion was made by Commissioner Bailey, seconded by Commissioner Northcutt to approve the 05-08-24 Minutes. Motion passed unanimously.

COMMISSION COMMUNICATIONS

Chairman Etzkorn recommended the commission download the chapter of the Municipal Code that pertains to Planning & Zoning.

ADJOURNMENT

Without objection, the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

Kim Clark, City Clerk