

DARDENNE



PRAIRIE

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

PLANNING AND ZONING COMMISSION AGENDA  
August 14, 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

PUBLIC HEARING

- 1. CUP & Site Plan Request –Mers/Missouri Goodwill:** 21 Design Group is requesting approval of a Site Plan CUP application to allow “warehouse” as a permitted conditional use for 1.11 acres located between 1120 and 1150 Feise Road on land zoned “C2” General Commercial and commonly known as “Dardenne Prairie Plaza” and more particularly described in the CUP, Site Plan Application received on July 7, 2024, on file with the City Clerk from Applicant.
- 2. PUD Area Plan Request – Pinecrest.** TLR Enterprises, LLC is requesting approval of a PUD-“R-M” rezoning and Area Plan for 6.6 acres containing two (2) 3-story 18 unit apartment buildings and one (1) 2-story 8 unit apartment building, totaling 44 apartment units, and five (5) 2-story attached single-family buildings with four (4) units each, totaling 20 units, and two (2) pickle ball courts located at 7393 Highway N and more particularly described in the P.U.D. Request – Area Plan application received by the City July 8, 2024, on file with the City Clerk from Applicant

NEW BUSINESS

1. **CUP & Site Plan Request –Mers/Missouri Goodwill:** 21 Design Group is requesting approval of a Site Plan CUP application to allow “warehouse” as a permitted conditional use for 1.11 acres located between 1120 and 1150 Feise Road on land zoned “C2” General Commercial and commonly known as “Dardenne Prairie Plaza” and more particularly described in the CUP, Site Plan Application received on July 7, 2024, on file with the City Clerk from Applicant.
2. **PUD Area Plan Request – Pinecrest.** TLR Enterprises, LLC is requesting approval of a PUD-“R-M” rezoning and Area Plan for 6.6 acres containing two (2) 3-story 18 unit apartment buildings and one (1) 2-story 8 unit apartment building, totaling 44 apartment units, and five (5) 2-story attached single-family buildings with four (4) units each, totaling 20 units, and two (2) pickle ball courts located at 7393 Highway N and more particularly described in the P.U.D. Request – Area Plan application received by the City July 8, 2024, on file with the City Clerk from Applicant

#### APPROVAL OF MINUTES

1. Approval of 07-10-24 Minutes

#### COMMISSION COMMUNICATIONS

#### ADJOURNMENT

## MEMO

**TO:** Dardenne Prairie Planning and Zoning Commission  
**FROM:** Todd Streiler, Planning & Development Manager  
**DATE:** August 6, 2024  
**SUBJECT:** August 14, 2024 Planning and Zoning Commission Meeting

Items for consideration at this meeting include:

### PUBLIC HEARINGS:

1. **CUP & Site Plan Request –Mers/Missouri Goodwill:** 21 Design Group is requesting approval of a Site Plan CUP application to allow “warehouse” as a conditional use for 1.11 acres located between 1120 and 1150 Feise Road on land zoned “C2” General Commercial and commonly known as “Dardenne Prairie Plaza” and more particularly described in the CUP, Site Plan Application received on July 7, 2024, on file with the City Clerk from Applicant.

On February 2, 2024, a Concept/Site Plan was submitted followed by an official CUP Application and Site Plan Application submitted on February 20, 2024. The items were reviewed by the City Planning & Development Manager and a Comment Letter dated February 22, 2024, was issued.

On February 28, 2024, a revised CUP Application, Architectural Elevations and Site Plan were submitted by David Dial, Project Architect. 21 Design Group, the Engineer of Record, submitted a revised Site Plan, Grading Plan and Landscape Plan on March 6, 2024. The application and supporting documents addressed all of Staff’s applicable comments contained in the February 22, 2024, Comment Letter.

On March 13, 2024, after the Public Hearing, the Planning Commission reviewed the proposed CUP-Site Plan and passed a motion recommending approval of the CUP and tabled the Site Plan until a complete application was provided.

On March 20 and April 3<sup>rd</sup>, after the Public Hearing, the Board of Alderman reviewed and failed to pass a motion (1-5) to approve a bill regarding the requested CUP. On April 17, 2024 the BOA issued their Findings of Fact and Conclusions of Law.

On July 2, 2024, Staff received a new application for a Conditional Use Permit (CUP) and a new Site Plan application for a proposed Goodwill drop-off facility with some revisions, the most significant of which was 9,785 sf of the proposed lot is now labeled as “Dedicated Property” and “Easement to be dedicated to the City” on the latest revised site plan

On July 27 and August 5, revised CUP-Site Plans were resubmitted addressing the City Planner and City Engineer’s comments and recommendations – which are attached herein with the petitioner’s response.

A Public Hearing is scheduled before the Planning Commission for August 14, 2024, after which the Commission will provide their recommendation to the Board of Aldermen. A Public Hearing is scheduled before the Board on August 21 and the Board will review and act upon the CUP Site Plan at their September 4, 2024, meeting.

2. **PUD Area Plan Request – Pinecrest.** TLR Enterprises, LLC is requesting approval of a PUD-“R-M” rezoning and Area Plan for 6.6 acres containing two (2) 3-story 18 unit apartment buildings and

one (1) 2-story 8 unit apartment building, totaling 44 apartment units, and five (5) 2-story attached single-family buildings with four (4) units each, totaling 20 units, and two (2) pickle ball courts located at 7393 Highway N and more particularly described in the P.U.D. Request – Area Plan application received by the City July 8, 2024, on file with the City Clerk from Applicant.

On July 8, 2024, Staff received an application for a Planned Unit Development (PUD) rezoning from “C2” to “PUD-R-1E” and a site plan showing a mix of apartments, single family attached villas and sports fields served by private roads and a pedestrian connection to the existing Pinecrest Apartments. Staff’s review comments were sent to the petitioner on July 23, 2024, see attached.

On August 1, 2024, the revised PUD-Site Plan and supporting documents were submitted for review by the Planning Commission and consideration by the Board after the required public hearings scheduled for August 14 (Planning Commission) and August 21 (BOA).

### **NEW BUSINESS**

- 1. CUP & Site Plan Request –Mers/Missouri Goodwill:** 21 Design Group is requesting approval of a Site Plan CUP application to allow “warehouse” as a permitted conditional use for 1.11 acres located between 1120 and 1150 Feise Road on land zoned “C2” General Commercial and commonly known as “Dardenne Prairie Plaza” and more particularly described in the CUP, Site Plan Application received on July 7, 2024, on file with the City Clerk from Applicant.
- 2. PUD Area Plan Request – Pinecrest.** TLR Enterprises, LLC is requesting approval of a PUD-“R-M” rezoning and Area Plan for 6.6 acres containing two (2) 3-story 18 unit apartment buildings and one (1) 2-story 8 unit apartment building, totaling 44 apartment units, and five (5) 2-story attached single-family buildings with four (4) units each, totaling 20 units, and two (2) pickle ball courts located at 7393 Highway N and more particularly described in the P.U.D. Request – Area Plan application received by the City July 8, 2024, on file with the City Clerk from Applicant.

*From Above Public Hearing*

**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

# GOODWILL-CUP DARDENNE PRAIRIE PROJECT No. 972260 C-2 General Commercial District, Conditional Use Permit (CUP) (Warehouse use)

PROPERTY OWNER:  
GSR VENTURES LLC  
2500 S OLD HWY 94 STE 200  
ST. CHARLES, MO 63303

DEVELOPER:  
MERS MISSOURI GOODWILL INDUSTRIES  
1727 LOCUST STREET  
ST. LOUIS, MO 63103

21 DESIGN  
1351 JEFFERSON STREET STE 301  
WASHINGTON, MO 63090

**PARKING DATA**

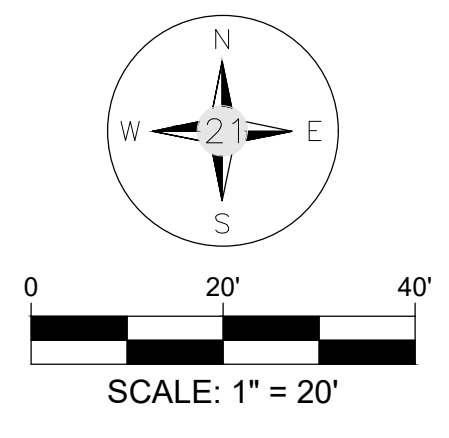
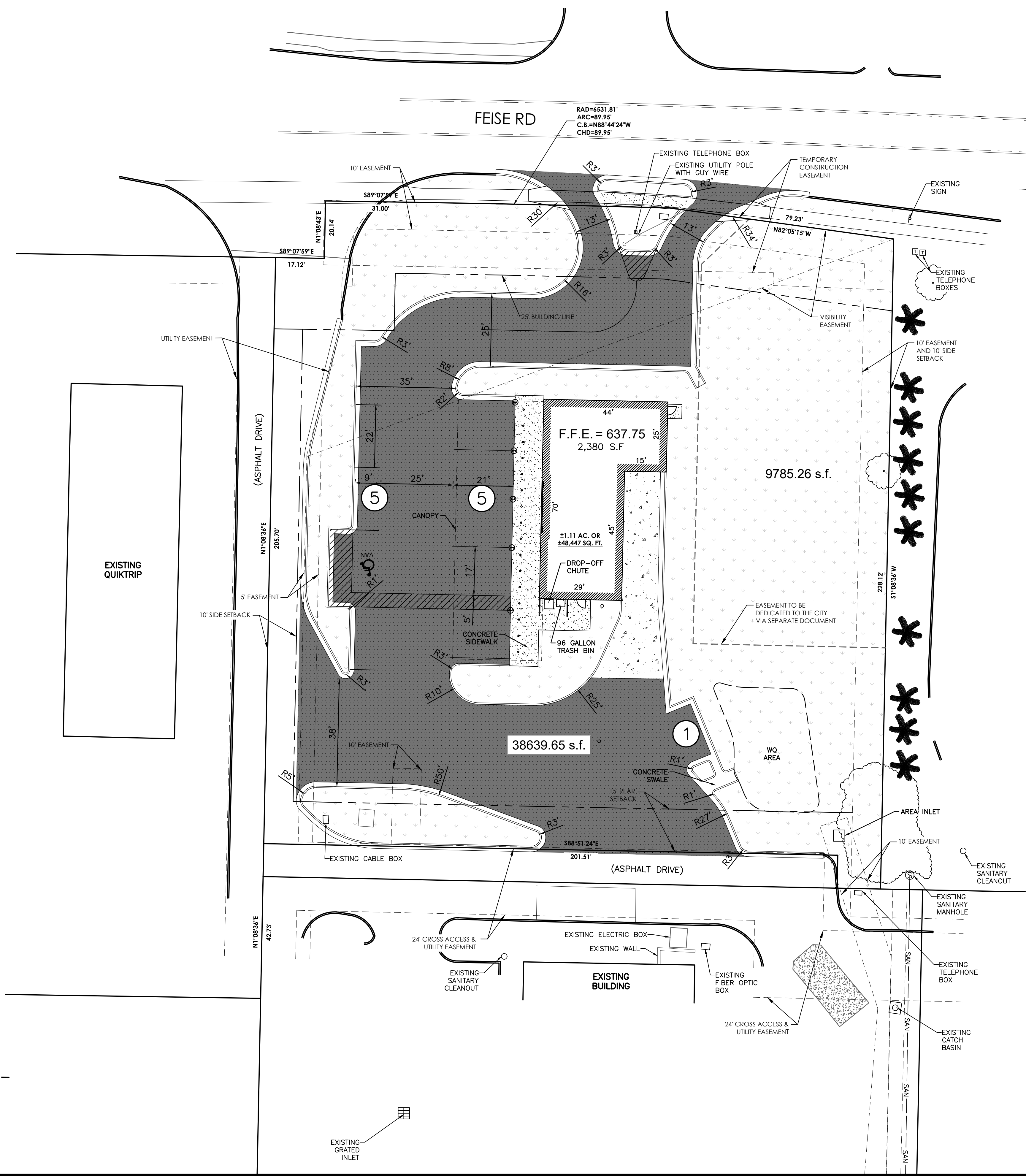
Warehouse:  
1 space per 400sf plus 1 space per employee  
1 space per 400sf: 2,380 sf / 400sf = 6 spaces  
1 space per employee: 3 employees = 3 spaces  
Guest: 2 spaces

Total spaces required = 11 spaces  
Total spaces provided on current site plan = 11 spaces

**NOTE:** This property lies within Zone X - Area of Minimal Flood Hazard per Map Number 29183C0240G, Effective 1/20/2016.

**NOTES:**

- GOODWILL HEAVY DUTY TRUCK MOVEMENTS WILL BE LIMITED TO ENTERING AND LEAVING THE SITE FROM BETWEEN 8:00 PM AND 7:00 AM. NO DELIVERIES WILL OCCUR DURING PEAK HOURS OF THE DAY OR DURING OPERATIONAL HOURS.
- ANY ITEMS TOO LARGE FOR DROP-OFF CHUTE WILL BE PICKED UP IMMEDIATELY UPON OPENING.



**DRAWING LEGEND**

DESCRIPTION	EXISTING	PROPOSED
Easement	---	---
Setbacks	---	---
Property Lines	---	---
Aerial Electric	AE	AE
Tree Line	---	---
Sanitary Manhole	⊙	⊙
Utility Pole	⊙	⊙
Fire Hydrant	⊙	⊙
Telephone Box	⊙	⊙
Water Valve	⊙	⊙
Gas Valve	⊙	⊙
Sign	⊙	⊙
Grated Inlet	⊙	⊙
Catch Basin	⊙	⊙
Grated Curb Inlet	⊙	⊙
Junction Box	⊙	⊙
Flared End Section	⊙	⊙

**PAVEMENT LEGEND**

New Concrete	[Pattern]
New Heavy Duty Asphalt	[Pattern]
New Heavy Duty Concrete	[Pattern]

DATE	CITY COMMENTS
1/3/24	

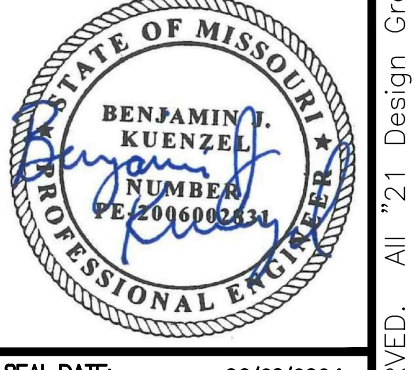
**21 DESIGN GROUP INC.**

1351 Jefferson, Suite 301  
Washington, MO 63090  
P: 636-452-2929  
mailto:info@21designgroup.net

**SITE PLAN**

GOODWILL  
FEISE ROAD  
DARDENNE PRAIRIE, MO 63368  
Dardenne Prairie Project No. 972260

ENGINEERING CERTIFICATE OF AUTHORITY NO. E-2013005879  
SURVEYING CERTIFICATE OF AUTHORITY NO. LS-2013008264



SEAL DATE	06/28/2024
DRAWN BY	KMF
PROJ NUMBER	0757-23
DATE	07/24/2024
DRAWING NO.	C07

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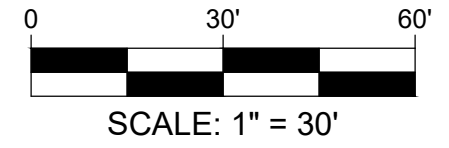
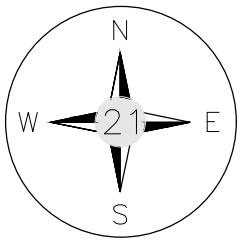
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SCALE: 1" = 30'

**DRAWING LEGEND**

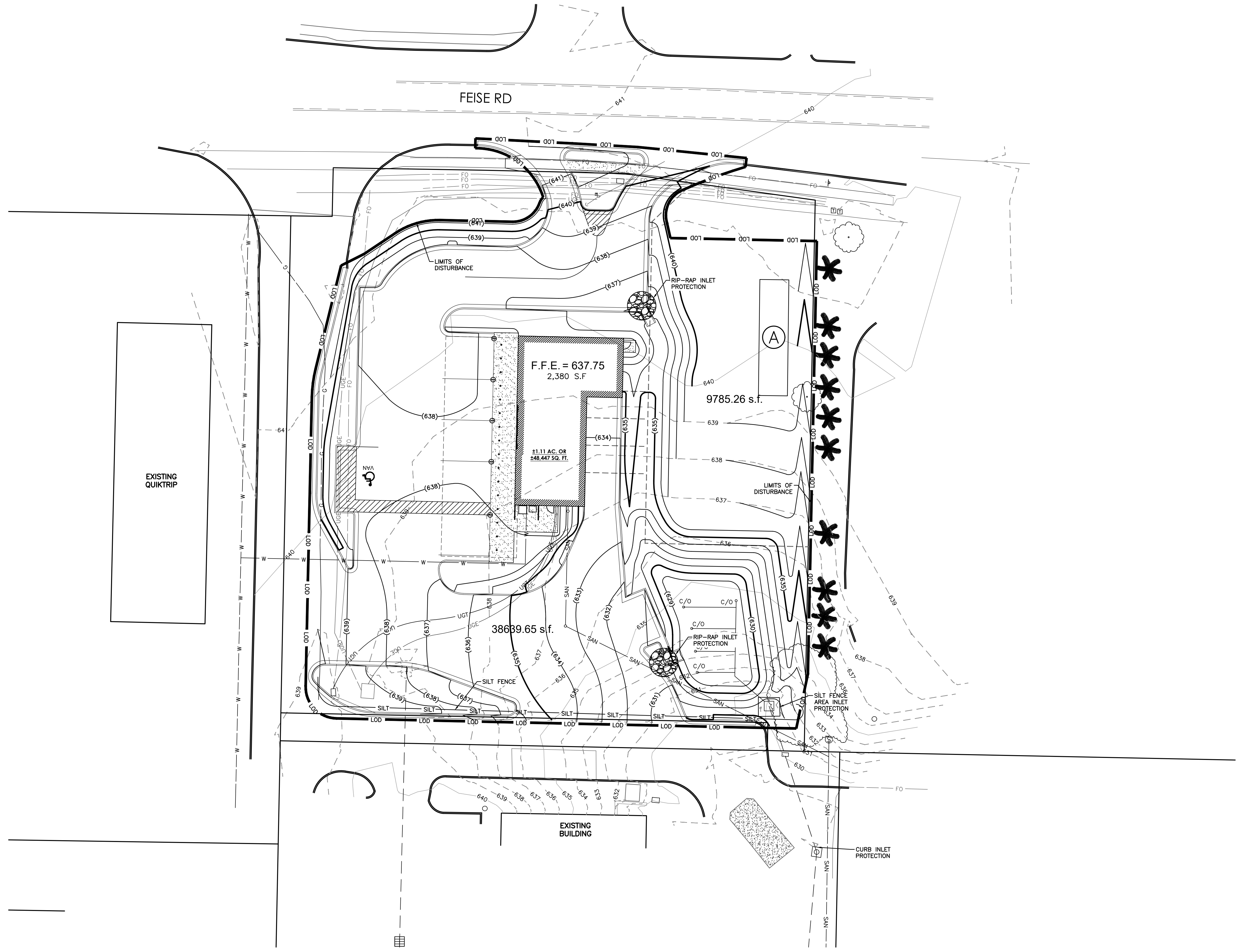
DESCRIPTION	EXISTING	PROPOSED
Easement	---	---
Setbacks	---	---
Property Lines	---	---
Sanitary Sewer	--- SAN	--- SAN
Gas Main	--- G	--- G
Water Main	--- W	--- W
Underground Telephone	--- UGT	--- UGT
Aerial Electric	--- AE	--- AE
Underground Electric	--- UGE	--- UGE
Storm Sewer	--- STM	--- STM
Contours	--- (xxx)	--- (xxx)
Tree Line	--- (tree symbol)	--- (tree symbol)
Sanitary Manhole	⊙	⊙
Utility Pole	⊙	⊙
Fire Hydrant	⊙	⊙
Telephone Box	⊙	⊙
Water Valve	⊙	⊙
Gas Valve	⊙	⊙
Sign	⊙	⊙
Grated Inlet	⊙	⊙
Catch Basin	⊙	⊙
Grated Curb Inlet	⊙	⊙
Junction Box	⊙	⊙
Flared End Section	⊙	⊙

**NOTES:**

- (A) Temporary Jobsite Trailer
- (B) Temporary Concrete Washout
- (C) Temporary SWPPP Info Sign
- (D) Temporary Construction Entrance

LIMITS OF DISTURBANCE	
ONSITE	1.01 AC
OFFSITE	0.00 AC
<b>TOTAL</b>	<b>1.01 AC</b>

POST DEVELOPMENT AREA	
PERVIOUS	0.52 AC
IMPERVIOUS	0.59 AC
<b>TOTAL</b>	<b>1.11 AC</b>

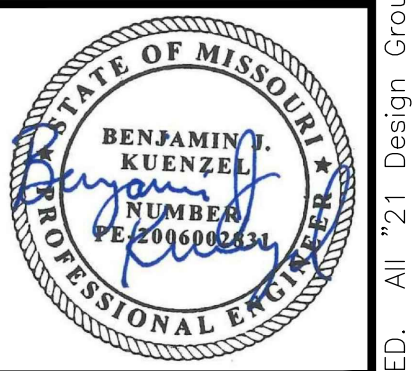


DATE	CITY COMMENTS
1/3/24	

**21 DESIGN GROUP INC.**  
 1351 Jefferson, Suite 301  
 Washington, MO 63090  
 Phone: 636-452-8929  
 Email: mail@21designgroup.net

**SWPPP PHASE 2**  
 GOODWILL  
 FEISE ROAD  
 DARDENNE PRAIRIE, MO 63368  
 Dardenne Prairie Project No. 972260

ENGINEERING CERTIFICATE OF AUTHORITY NO. E-2013005879  
 SURVEYING CERTIFICATE OF AUTHORITY NO. LS-2013008264

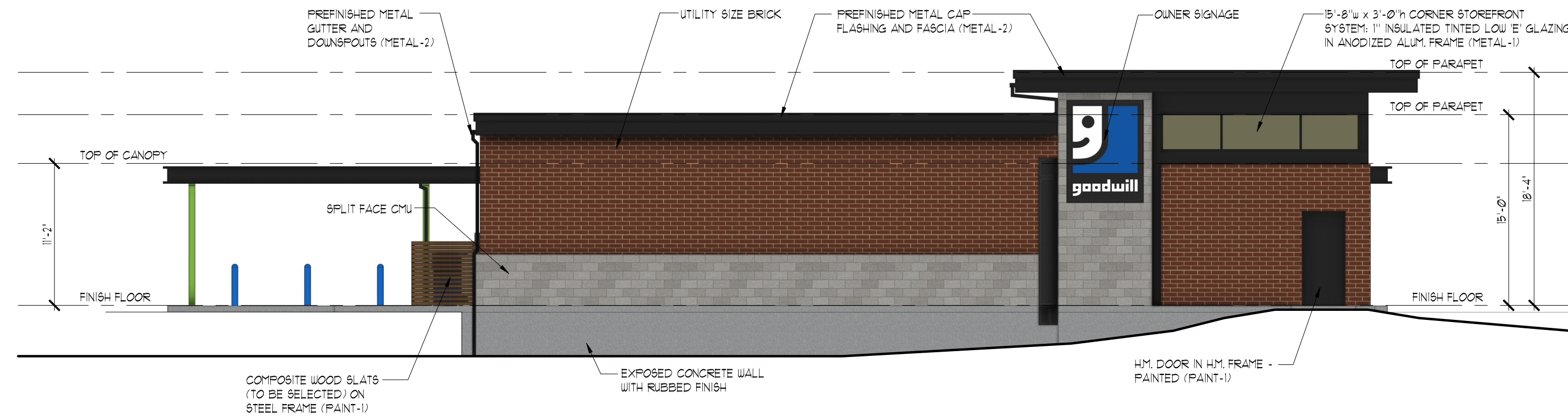


SEAL DATE	06/28/2024
DRAWN BY	KMF
PROJ NUMBER	0757-23
DATE	07/24/2024
DRAWING NO.	C05

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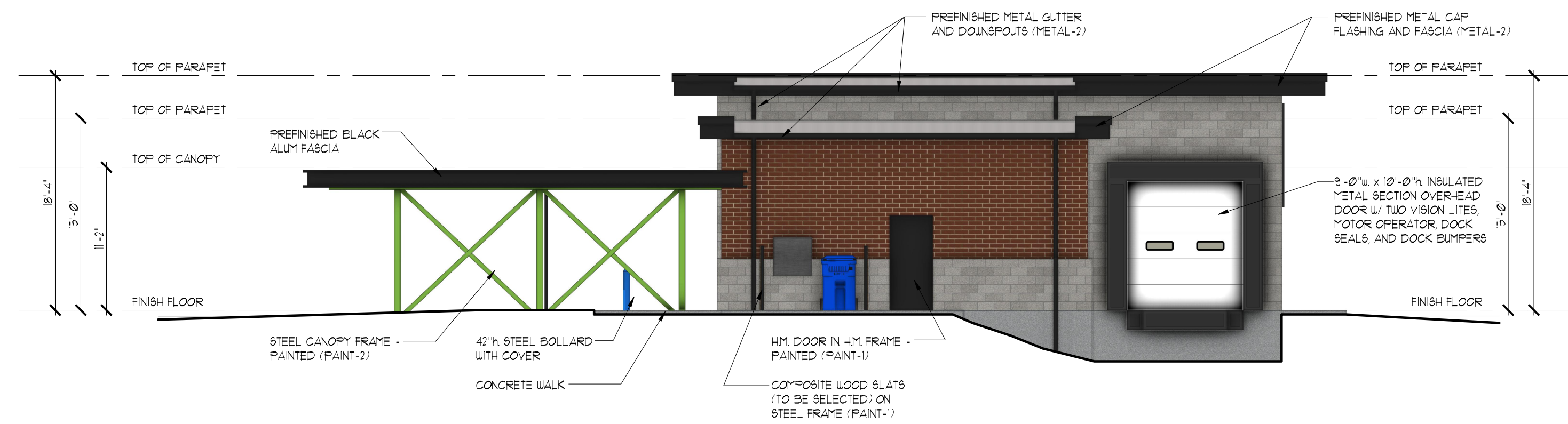
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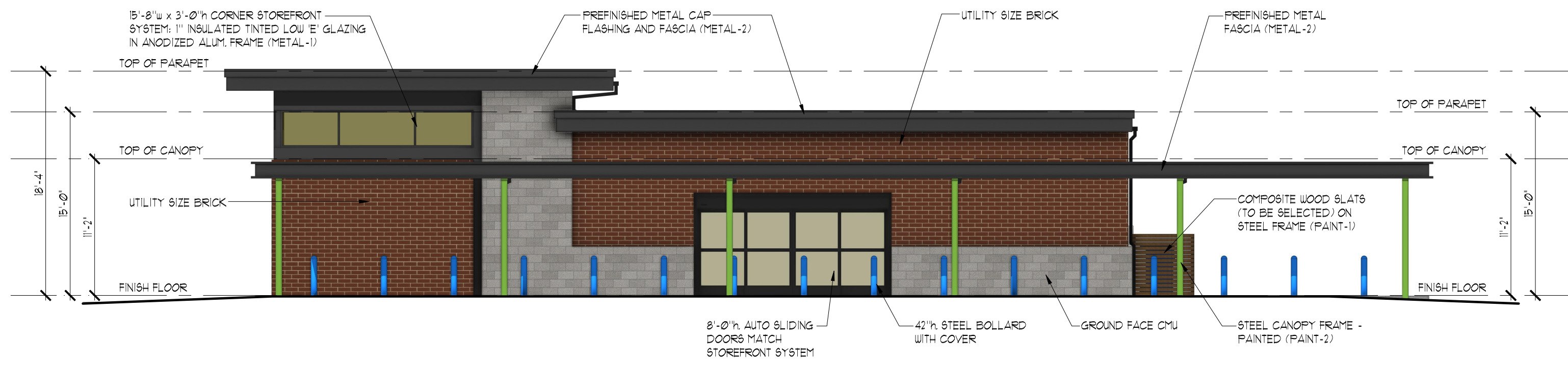
PRELIMINARY EAST ELEVATION

1/8"=1'-0"



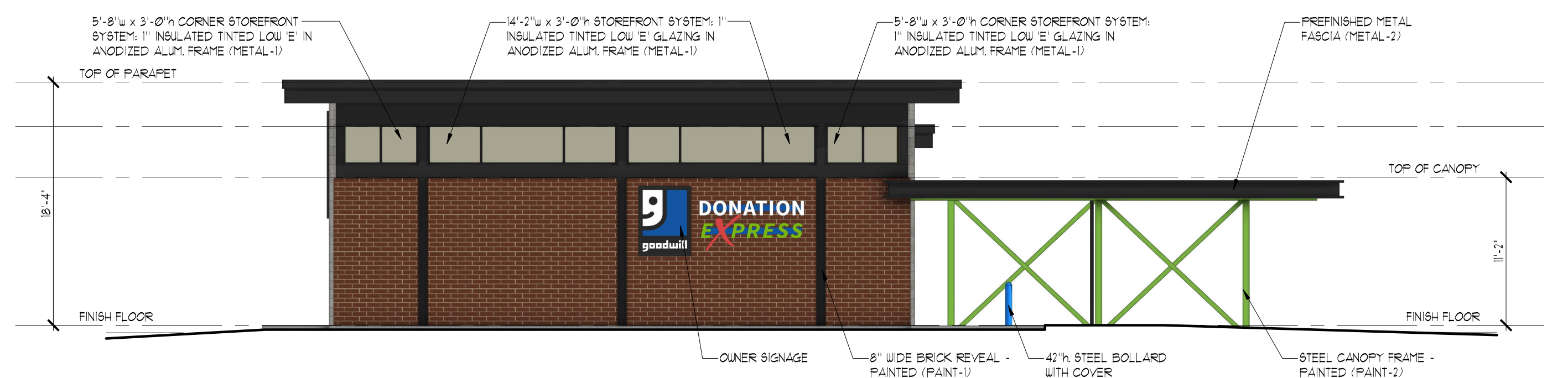
PRELIMINARY SOUTH ELEVATION

1/8"=1'-0"



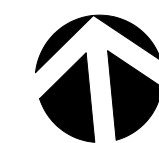
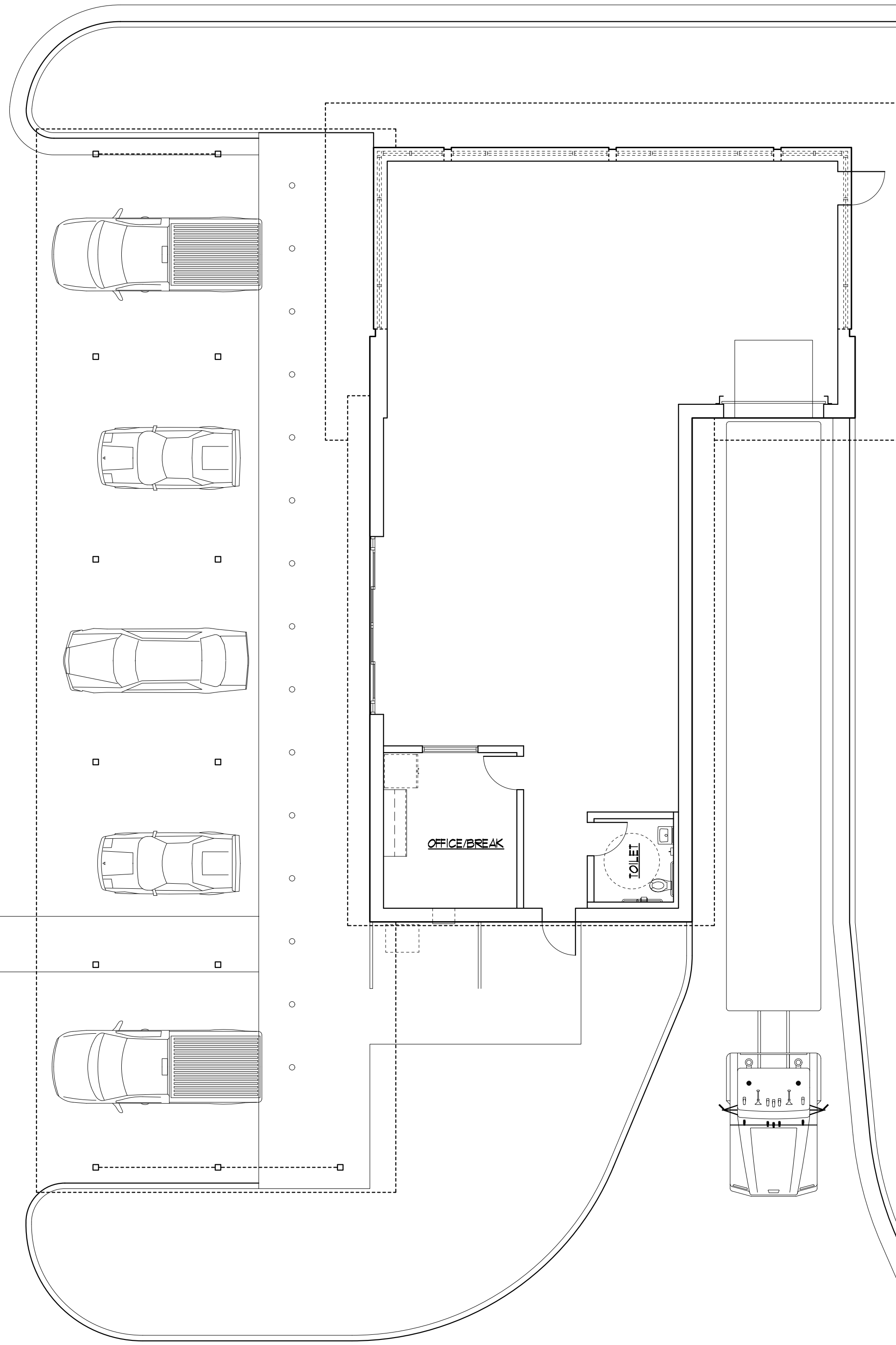
PRELIMINARY WEST ELEVATION

1/8"=1'-0"



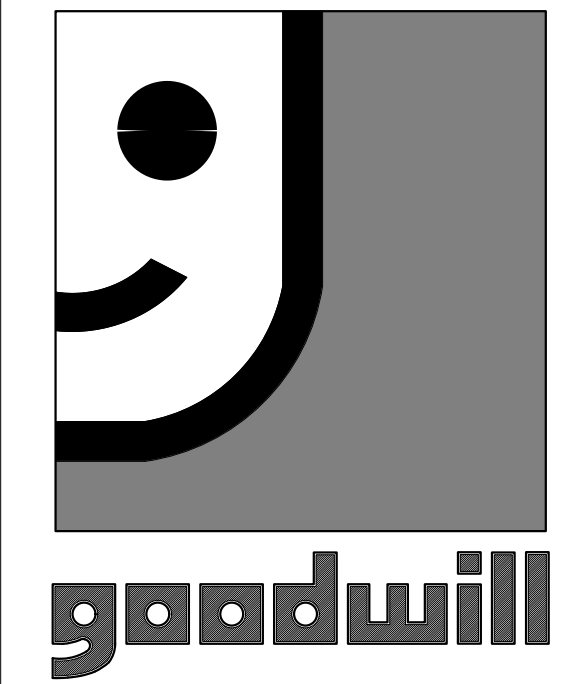
PRELIMINARY NORTH ELEVATION

1/8"=1'-0"



PRELIMINARY FLOOR PLAN

1/8"=1'-0"



NEW DROP-OFF CENTER FOR:  
**Goodwill**  
 FEISE ROAD  
 DARDENNE PRAIRIE, MO 63368

ISSUE DATES:  
 PLANNING AND ZONING: 07-03-2024  
 PLANNING AND ZONING: 07-25-2024

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STATE OF MISSOURI REGISTERED ARCHITECT:  
 DAVID WILLIAM DIAL - LICENSE NUMBER A-7331  
 DAVID W. DIAL ARCHITECTS, P.C.  
 ARCHITECTURAL CORPORATION #2000149091

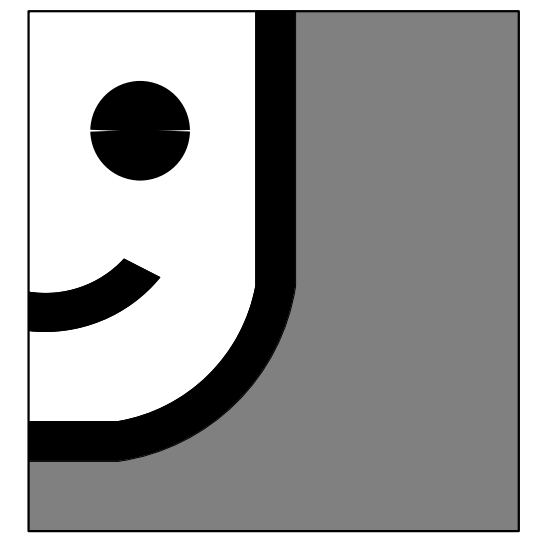
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**dial** architects

14864 Manchester Road • Manchester Missouri 63011  
 636.230.0400 www.dialarchitects.com

SHEET NUMBER:

**AX-1**  
 PRELIMINARY FLOOR PLAN  
 AND ELEVATIONS  
 PROJECT NUMBER: 23330 DATE:



**goodwill**

NEW DROP-OFF CENTER FOR:  
**Goodwill**  
 FEISE ROAD  
 DARDENNE PRAIRIE, MO 63368

ISSUE DATES:  
 PLANNING AND ZONING: 07-03-2024  
 PLANNING AND ZONING: 07-25-2024

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STATE OF MISSOURI REGISTERED ARCHITECT:  
 DAVID WILLIAM DIAL - LICENSE NUMBER A-7331  
 DAVID W. DIAL ARCHITECTS, P.C.  
 ARCHITECTURAL CORPORATION #2000149091

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**dial** architects  
 14864 Manchester Road • Manchester Missouri 63011  
 636.230.0400 www.dialarchitects.com

SHEET NUMBER:

**AX-2**  
 RENDERINGS

PROJECT NUMBER: 23330 DATE:



## 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

July 23, 2024

Benjamin Kuenzel, PE, Principal  
21 DESIGN GROUP  
1351 Jefferson Street, Suite 301  
Washington, MO 63090  
Mobile: 636-432-2144

Subject: Amended Goodwill-CUP Application & Site Plan  
Dardenne Prairie Project No. 972260

Dear Mr. Kuenzel:

The proposed Site Plan, CUP Application, and fees in the amount of \$1,670.00 were received by the City on July 2, 2024. Staff has reviewed the application for completeness and compliance with the applicable regulations and provide the following comments and recommendations.

1. Please relocate the trees located within the sight distance triangle at the west entrance. See Figure 2 in the City Zoning Code for the dimensions of the sight distance triangle.
2. Be advised, the minimum lot size is 150' in the "C2" district. The proposed "Dedicated Property" is only 60' in width at the building line. According to Section 405.435 E. *"Every building or complex of buildings erected or structurally altered after the effective date of this Chapter shall be located on a lot that meets the requirements of both this Chapter and subdivision regulations."*
3. The addition of the "Dedicated Property / Future Retail" further restricts parking and internal circulation, especially for trucks. The submitted truck turning radius for a 53' tractor trailer cannot be accommodated on-site; the entire tractor and trailer must maneuver off-site to back into the loading dock.
4. Vehicles entering the site from Feise must maneuver a 180° curve causing vehicles to leave their lane resulting in potential conflicts with on-coming vehicles exiting the site. Please consider reconfiguring the curbed island to cause cars entering the site to stay in their lane as they make the sharp curve entering the site.
5. Traffic is a major concern that was expressed during their review of the previous CUP Site Plan since the Fiese and Bryan intersection is already congested. The submitted traffic study predicts the facility will generate 2.5 donation drop-offs per hour (5 total in and out trips) and 12 total in and out trips during the PM peak hour. According to these predictions, the proposed facility will generate 51.5 ADT. Furthermore, the "Future Retail" will add another 18 trips during the PM peak hour and an estimated 7-30 average daily trips per hour. Please provide the projected Level of Service (LOS) of Feise Road during the PM Peak hour and after full build-out of both the warehouse and "Future Retail".

Subject: Amended Goodwill CUP Site Plan  
1<sup>st</sup> Review  
Dardenne Prairie Project No. 972340

6. The parking stall located at the west entrance interferes with traffic leaving and entering the site. The curbed island should be extended to wrap around the parking stall to reduce potential conflicts.
7. The resubmitted Architectural Elevations do not show the night drop-off bin, trash bin or method of screening. Please show this information and provide a narrative to address the Planning Commission's concerns regarding the pickup and drop off operations.
8. Provide a letter indicating how the above comments were addressed. Include the Dardenne Prairie project number above in all correspondence and submitted documents. **Be advised, additional comments may be forthcoming from the City Engineer.**

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 site plan, elevations and landscape plan revised to address the comments above.
- One (1) electronic copy (pdf format) of all items submitted to the City.

The CUP application and site plan may be considered by the Planning and Zoning Commission at their August 14, 2024, and by the Board of Aldermen at their August 21, and September 4, 2024, meeting. The meetings take place at City Hall, 2032 Hanley Road, and start at 7pm. The plans 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.

Respectfully,



Todd Streiler, AICP, LEED AP  
Planning & Development Manager

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

# 21 DESIGN

July 25, 2024

Todd Streiler  
Community Development Director  
City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, MO 63368

This letter is in response to the city comments dated July 23, 2024, from Todd Streiler in reference to the Amended Goodwill CUP and Site Plan Dardenne Prairie Project No. 972260.

1. 1. Please relocate the trees located within the sight distance triangle at the west entrance. See Figure 2 in the City Zoning Code for the dimensions of the sight distance triangle.
  - ***See attached revised landscape. Trees near the west entrance have been modified. Please let us know if anything additional is needed.***
2. Be advised, the minimum lot size is 150' in the "C2" district. The proposed "Dedicated Property" is only 60' in width at the building line. According to Section 405.435 E. "*Every building or complex of buildings erected or structurally altered after the effective date of this Chapter shall be located on a lot that meets the requirements of both this Chapter and subdivision regulations.*"
  - ***The plans have been revised to dedicate an easement to the City. Dedication will occur at a later date through a separate document.***
3. The addition of the "Dedicated Property / Future Retail" further restricts parking and internal circulation, especially for trucks. The submitted truck turning radius for a 53' tractor trailer cannot be accommodated on-site; the entire tractor and trailer must maneuver off-site to back into the loading dock.
  - ***Truck routing has been modified per your request. See Plans.***
4. Vehicles entering the site from Feise must maneuver a 180° curve causing vehicles to leave their lane resulting in potential conflicts with on-coming vehicles exiting the site. Please consider reconfiguring the curbed island to cause cars entering the site to stay in their lane as they make the sharp curve entering the site.
  - ***Additional striping has been provided along with autoturn movement for incoming vehicles.***
5. Traffic is a major concern that was expressed during their review of the previous CUP Site Plan since the Fiese and Bryan intersection is already congested. The submitted traffic study predicts

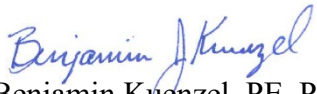
the facility will generate 2.5 donation drop-offs per hour (5 total in and out trips) and 12 total in and out trips during the PM peak hour. According to these predictions, the proposed facility will generate 51.5 ADT.

Furthermore, the "Future Retail" will add another 18 trips during the PM peak hour and an estimated 7-30 average daily trips per hour. Please provide the projected Level of Service (LOS) of Feise Road during the PM Peak hour and after full build-out of both the warehouse and "Future Retail".

- ***There is no "Future Retail" proposed on the plans. The only user or space that will be developed at this time is the Goodwill user's space. If additional retail is desired in the future, a separate application will be submitted.***
6. The parking stall located at the west entrance interferes with traffic leaving and entering the site. The curbed island should be extended to wrap around the parking stall to reduce potential conflicts.
- ***Parking space has been relocated.***
7. The resubmitted Architectural Elevations do not show the night drop-off bin, trash bin or method of screening. Please show this information and provide a narrative to address the Planning Commission's concerns regarding the pickup and drop off operations.
- ***See revised architectural plans. A dropoff chute has been added to reduce the chance for items left over night. Items too large for drop off chute will be immediately removed in the morning during business hours.***

The only comments received from the City are addressed above. As of this date, we have not received comments from the City's Engineering review. Therefore, anything that arises will need to be addressed at another time.

Thank you,

  
Benjamin Kuenzel, PE, Principal



City Engineer  
Phone 636.978.6008  
Fax 636.898.0923  
Engineer@DardennePrairie.org

City Hall  
2032 Hanley Road  
Dardenne Prairie, MO 63368  
Phone 636.561.1718  
Fax 636.625.0077

July 26, 2024

Benjamin Kuenzel, P.E.  
21 Design Group  
1351 Jefferson Street, Suite 301  
Washington, Missouri 63090

Subject: Site Plan – 3rd Review  
Mers Goodwill  
Dardenne Prairie Project No. 972340 (previously #972260) ??

Dear Mr. Kuenzel:

The proposed Site Plan drawings that were received by the City on July 23, 2024 have been reviewed. From this review, the following items need to be addressed:

1. Add the Dardenne Prairie project #972340 ??? to the upper right corner of all plan sheets.
2. Cover Sheet: Add the Owner's name, address, and phone number in the upper left corner of the Sheet.
3. Add the area of the tract, a legal description, the current zoning, the minimum setback information, the area of disturbance, the differential runoff computations, and a note of determination that indicates whether, or not stormwater detention and water quality treatment are required. A condensed version of the note on Sheet C11 regarding the "community detention basin" will suffice.
4. Add notes that reflect any requested deviations/variances from the minimum requirements, if applicable.
5. Add, as applicable, notes that reflect any phasing of the project.
6. Add notes/information regarding the required parking and the provided parking.
7. It appears the parking data shown on Sheet #7 reflects only the Goodwill tract and does not include the "future dedicated property" at the northeast corner of the tract. Add to the Cover Sheet, information that indicates the land use for the "future" development on this 9,785 square foot parcel. Will this future development provide for its own parking? If so, add a note to the Cover Sheet indicating the same.
8. Please be advised that the minimum lot width for a "C-2" parcel is 150 feet at the building line. The width of this "future" lot indicated on the Plan measures approximately 67 feet. Please clarify the purpose of phasing the project and/or explain the reasoning behind subdividing the lot. A disclosure of non-conformance to any potential buyers of this lot will be necessary.
9. Sheet C01 – The utility information table indicates the sanitary sewer is to be "relocated". Provide clarification.
10. Sheet C02 – The existing ADA ramp for the sidewalk at the northwest corner of the site is severely damaged and should be replaced with an ADA compliant ramp.
11. Add addresses to the parcels abutting this property, add the owner info for the parcel immediately east of the site, and add the zoning status of all abutting parcels.
12. The existing street sign that is labeled "To Be Removed" is a speed limit sign for Feise Road and will need to be replaced. Revise as necessary.
13. The existing asphalt curbing along the drive lane immediately west of the site is damaged.

Subject: Site Plans – 3<sup>rd</sup> Review  
Mers Goodwill  
Dardenne Prairie Project No. 972340

- Indicate a sawcut and new concrete curb and gutter to eliminate the asphalt curbing.
14. Label the overhead electric line “AE” (per legend) located along the northern property line.
  15. Add a label for the vault located immediately northeast of the power pole, and if a new elevation is needed at this northern entrance/exit, indicate an “adjust to grade” note.
  16. Sheet C03 - The third note under the heading “Permanent Storm Water Management” should be corrected to read “Dardenne Prairie” instead of Wentzville.
  17. When available, provide a copy of the Missouri DNR Land Disturbance Permit.
  18. Sheet C05 – Add a “Water Quality Treatment Basin” label to the plan.
  19. How will the existing area inlet in the southwest corner of the site be treated? Will it be converted to a curb inlet? Add a note as applicable.
  20. How will the existing area inlet in the southeast corner of the site be treated? Will it be converted to an overflow structure for the Water Quality Basin? Add a note as applicable.
  21. Sheet C09 – The slope immediately west of the parking lot area appears to be at a 2:1 slope, despite note #41 on Sheet C01. Also, the slope immediately south of the proposed building appears to be steeper than 3:1. Address as necessary.
  22. Add notes that address the top adjustments for both existing area inlets.
  23. Sheet C10 – Show the missing area inlet in the southwest corner of the site and label the pipe types and sizes.
  24. Show any proposed site lighting.
  25. Sheet C11 – Will the Water Quality Treatment Basin receive any plantings? Add notes and details as necessary.
  26. Provide the substance of covenants, grants of easements or other restrictions proposed to be imposed upon the use of land, buildings and structures, including proposed easements for public utilities.
  27. If able, show the location and size of all existing utilities (public and private) currently serving the property, as well as the location and size of all proposed utilities to serve the property.
  28. Provide a landscape plan in conformance with Article IX of the Municipal Code.
    - a. Provide calculations on the landscape plan to indicate that there shall be one (1) tree planted in front of each lot that has seventy-nine (79) feet or less road frontage. Lots having eighty (80) feet or more road frontage shall have one (1) tree planted for every forty (40) feet of frontage.
    - b. On a corner lot in any district no planting, berm, fence, sign or wall shall be placed in such a manner as to impede vision and must be outside of the area of the sight triangle as defined in Section 405.400(F) of the City Code.
  29. Identify the source and date of the provided topographic survey information.
  30. Provide Building Elevations.
  31. Please provide, if available, any property information (surveys/utilities/etc.) that you may have for the adjacent property immediately south of this project.

Provide fifteen (15) *folded* copies of the proposed P.U.D. Area Plan addressing the items above for distribution to the Planning and Zoning Commission and Board of Aldermen. Additionally, please provide a letter of disposition that addresses each review comment listed herein.

The Site Plan will be considered by the Planning and Zoning Commission at an upcoming meeting, and by the Board of Aldermen at their meeting at the Dardenne Prairie City Hall. All plans, architectural drawings, renderings or other materials or visual aids either submitted to the Commission and/or Board of

Subject: Site Plans – 3<sup>rd</sup> Review  
Mers Goodwill  
Dardenne Prairie Project No. 972340

Aldermen or presented at their meeting shall become the property of the City and part of the permanent record of any approval.

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

Sincerely,

Thomas P. Weis, P.E.  
City Engineer

cc: James Knowles III, City Administrator  
Planning and Zoning Commission  
Board of Aldermen  
Kim Clark, City Clerk  
Administrative Coordinator



August 2, 2024

Thomas Weis, P.E.  
City Engineer  
City of Dardenne Prairie  
2032 Hanley Road  
Dardenne Prairie, MO 63368

This letter is in response to the city comments dated July 26, 2024, from Thomas Weis in reference to the Site Plan -3<sup>rd</sup> Review Mers Goodwill Dardenne Prairie Project No. 972340.

1. Add the Dardenne Prairie project #972340 ??? to the upper right corner of all plan sheets.  
**All plans have been revised.**
2. Cover Sheet: Add the Owner's name, address, and phone number in the upper left corner of the Sheet.  
**Plans have been revised. See Sheet C00.**
3. Add the area of the tract, a legal description, the current zoning, the minimum setback information, the area of disturbance, the differential runoff computations, and a note of determination that indicates whether, or not stormwater detention and water quality treatment are required. A condensed version of the note on Sheet C11 regarding the "community detention basin" will suffice. **Most of this info has been added to C07 and the other info can be found on the Alta Survey attached to the end of this set of plans.**
4. Add notes that reflect any requested deviations/variances from the minimum requirements, if applicable.  
**Plans have been revised.**
5. Add, as applicable, notes that reflect any phasing of the project.  
**We do not have any phasing planned for the Goodwill. It will be one turn key project.**
6. Add notes/information regarding the required parking and the provided parking.  
**Plans have been revised. See C07**
7. It appears the parking data shown on Sheet #7 reflects only the Goodwill tract and does not include the "future dedicated property" at the northeast corner of the tract. Add to the Cover Sheet, information that indicates the land use for the "future" development on this 9,785 square foot parcel. Will this future development provide for its own parking? If so, add a note to the Cover Sheet indicating the same.  
**The future dedicated property will be dedicated as an easement to the City for their use. We are unsure of their planned use at this time.**
8. Please be advised that the minimum lot width for a "C-2" parcel is 150 feet at the building line. The width of this "future" lot indicated on the Plan measures approximately 67 feet. Please clarify the purpose of phasing the project and/or explain the reasoning behind subdividing the lot. A disclosure of non-conformance to any potential buyers of this lot will be necessary.  
**The lot will remain a single lot will rather convey the 9,785 square feet as an easement to the City to maintain conformity to the code for lot size.**

9. Sheet C01 – The utility information table indicates the sanitary sewer is to be “relocated”. Provide clarification.  
**There is no relocation needed. Note on C01 has been revised.**
10. Sheet C02 – The existing ADA ramp for the sidewalk at the northwest corner of the site is severely damaged and should be replaced with an ADA compliant ramp.  
**Plans have been revised. See sheet C02.**
11. Add addresses to the parcels abutting this property, add the owner info for the parcel immediately east of the site, and add the zoning status of all abutting parcels.  
**Plans have been revised. See sheet C02.**
12. The existing street sign that is labeled “To Be Removed” is a speed limit sign for Feise Road and will need to be replaced. Revise as necessary.  
**Plans have been revised. See sheet C02.**
13. The existing asphalt curbing along the drive lane immediately west of the site is damaged. Indicate a sawcut and new concrete curb and gutter to eliminate the asphalt curbing.  
**Plans have been revised. See sheet C02 and C07.**
14. Label the overhead electric line “AE” (per legend) located along the northern property line.  
**Plans have been revised. See Sheet C02.**
15. Add a label for the vault located immediately northeast of the power pole, and if a new elevation is needed at this northern entrance/exit, indicate an “adjust to grade” note.  
**Plans have been revised. See Sheet C10.**
16. Sheet C03 - The third note under the heading “Permanent Storm Water Management” should be corrected to read “Dardenne Prairie” instead of Wentzville.  
**Plans have been revised. See Sheet C03.**
17. When available, provide a copy of the Missouri DNR Land Disturbance Permit.  
**A permit will be provided once issued by DNR.**
18. Sheet C05 – Add a “Water Quality Treatment Basin” label to the plan.  
**Plans have been revised. See Sheet C05.**
19. How will the existing area inlet in the southwest corner of the site be treated? Will it be converted to a curb inlet? Add a note as applicable.  
**Plans have been revised. See Sheet C02.**
20. How will the existing area inlet in the southeast corner of the site be treated? Will it be converted to an overflow structure for the Water Quality Basin? Add a note as applicable.  
**Plans have been revised. See Sheet C10 and C12.**
21. Sheet C09 – The slope immediately west of the parking lot area appears to be at a 2:1 slope, despite note #41 on Sheet C01. Also, the slope immediately south of the proposed building appears to be steeper than 3:1. Address as necessary.  
**Plans have been revised. Note 41 has been removed on Sheet C01.**
22. Add notes that address the top adjustments for both existing area inlets.  
**Plans have been revised. See Sheet C02 and C10.**
23. Sheet C10 – Show the missing area inlet in the southwest corner of the site and label the pipe types and sizes.  
**Plans have been revised. See Sheet C10.**
24. Show any proposed site lighting.  
**The lighting plan has been resubmitted with the revised plans.**
25. Sheet C11 – Will the Water Quality Treatment Basin receive any plantings? Add notes and details as necessary.  
**Yes. See the landscaping plan provided with the site plan. See Sheet C07.**
26. Provide the substance of covenants, grants of easements or other restrictions proposed to be imposed upon the use of land, buildings and structures, including proposed easements for public utilities.  
**No additional restrictions, easements or covenants will be proposed on this parcel with the exception of the easement dedicated to the City for their use. If the project is approved by the**

City, the owner will coordinate with the City on how they would like to use the property going forward.

27. If able, show the location and size of all existing utilities (public and private) currently serving the property, as well as the location and size of all proposed utilities to serve the property.

**Plans have been revised. See sheet C02 and C10.**

28. Provide a landscape plan in conformance with Article IX of the Municipal Code.

a. Provide calculations on the landscape plan to indicate that there shall be one (1) tree planted in front of each lot that has seventy-nine (79) feet or less road frontage. Lots having eighty (80) feet or more road frontage shall have one (1) tree planted for every forty (40) feet of frontage.

**Plans have been revised. See Sheet C07.**

b. On a corner lot in any district no planting, berm, fence, sign or wall shall be placed in such a manner as to impede vision and must be outside of the area of the sight triangle as defined in Section 405.400(F) of the City Code.

**We modified the landscaping at the western most entrance to minimize impeding vision.**

29. Identify the source and date of the provided topographic survey information.

**Plans have been revised. See Sheet C02.**

30. Provide Building Elevations.

**Building Elevations have been resubmitted with revised plans.**

31. Please provide, if available, any property information (surveys/utilities/etc.) that you may have for the adjacent property immediately south of this project.

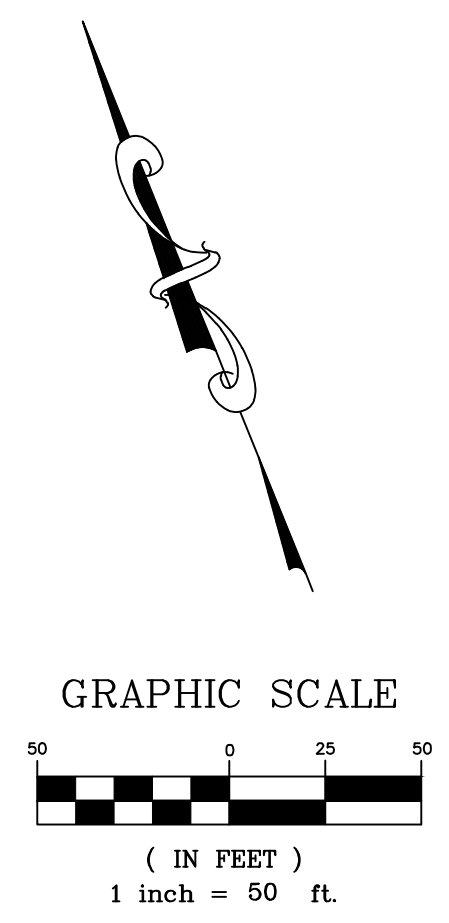
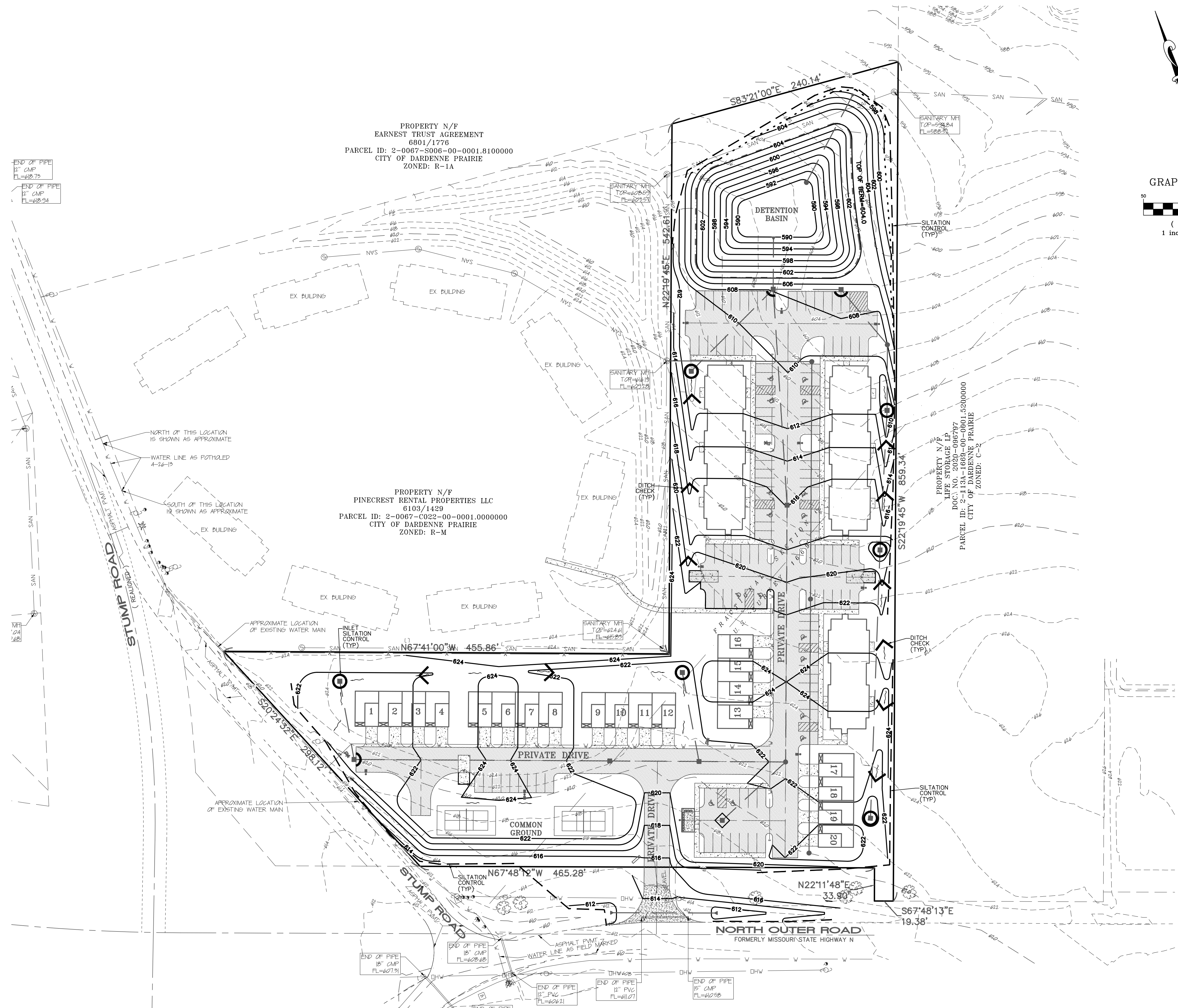
**Plat for property south is included with this resubmission.**

Thank you,



Benjamin Kuenzel, PE, Principal





PROPERTY N/F  
EARNEST TRUST AGREEMENT  
6801/1776  
PARCEL ID: 2-0067-S006-00-0001.8100000  
CITY OF DARDENNE PRAIRIE  
ZONED: R-1A

PROPERTY N/F  
PINECREST RENTAL PROPERTIES LLC  
6103/1429  
PARCEL ID: 2-0067-C022-00-0001.0000000  
CITY OF DARDENNE PRAIRIE  
ZONED: R-M

PROPERTY N/F  
LIFE STORAGE LP  
DOC. NO. 2020-096797  
DOC. NO. 2-118A-1668-00-0001.5200000  
PARCEL ID: 2-118A-1668-00-0001.5200000  
CITY OF DARDENNE PRAIRIE  
ZONED: C-2

END OF PIPE  
12" CMP  
FL=612.73

END OF PIPE  
12" CMP  
FL=612.34

AN AREA PLAN FOR  
**# 7393 HIGHWAY N**  
**# 7393 HIGHWAY N**  
CITY OF DARDENNE PRAIRIE, ST. CHARLES COUNTY, MO 63368

PREPARED FOR:  
REDUX GROUP, LLC  
CITY, STATE, ZIP  
314-803-7365

**ENGINEERING  
PLANNING  
SURVEYING**

221 Point West Blvd.  
St. Charles, MO 63301  
636-928-5552  
FAX 928-1718

Box Engineering Company, Inc.  
Missouri State Certificate of Authority  
Engineering #000655  
Missouri State Certificate of Authority  
Surveying #000144

**REVISIONS**

07/31/24	CITY COMMENTS

DISCLAIMER OF RESPONSIBILITY  
I hereby disclaim any  
responsibility for all other  
drawings, specifications, estimates,  
reports or other documents or  
instruments relating to or  
intended to be used for any part  
or parts of the architectural or  
engineering project or survey  
other than these authenticated by  
my seal.

Jeffrey B. Simmons  
Civil Engineer  
2007030831

07/08/2024  
DATE

00-10988C  
PROJECT NUMBER

10988C\_PUD.dwg  
FILE NAME

SLW  
DRAWN

JBS JBS  
DESIGNED CHECKED

**GRADING &  
SILTATION  
PLAN**

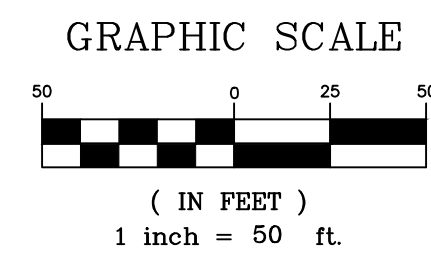
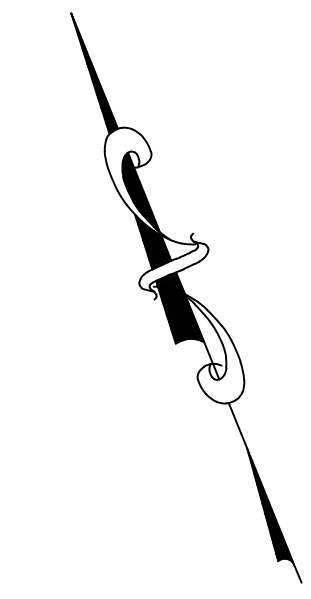
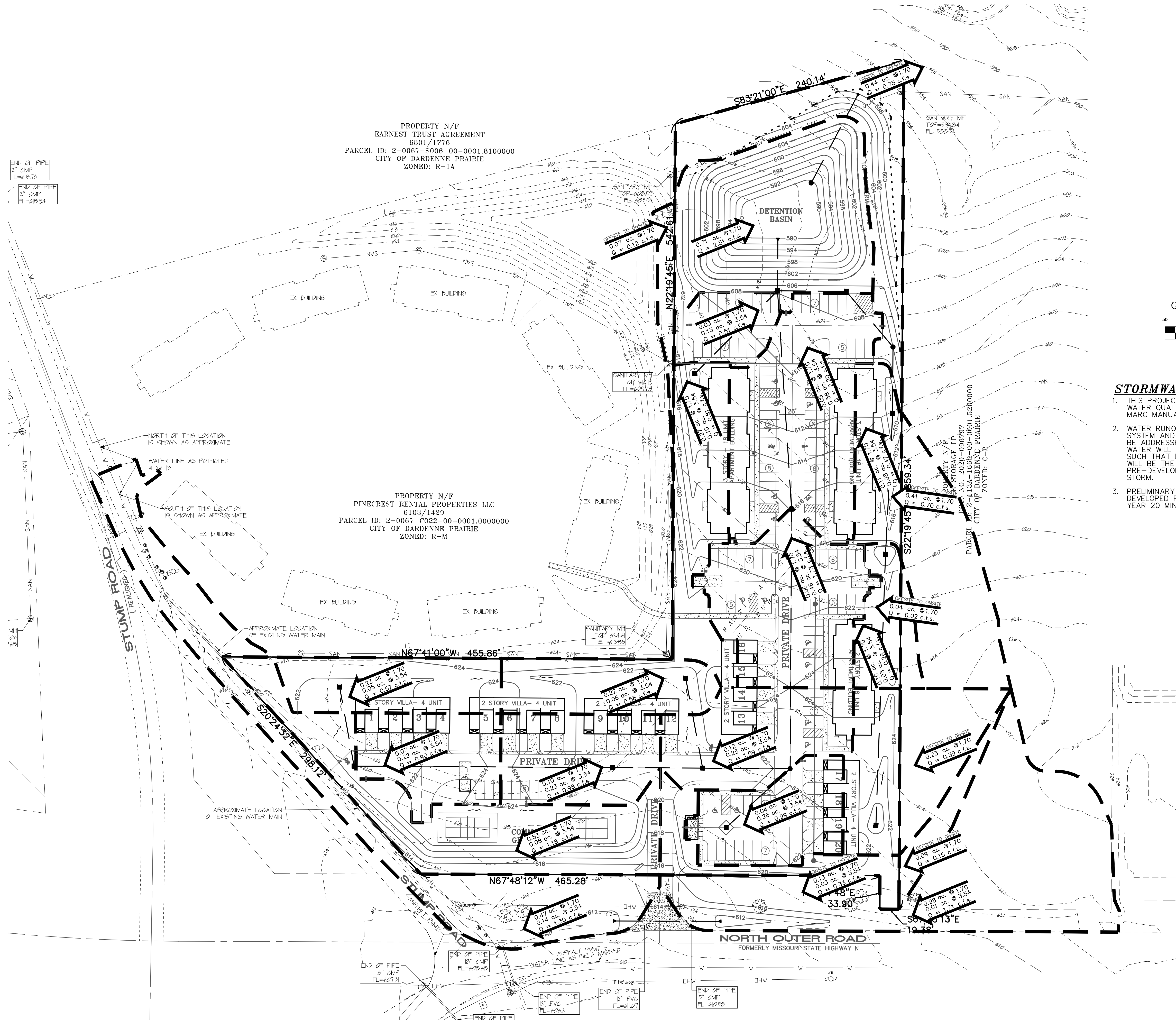


END OF PIPE  
12" CMP  
FL=608.75

END OF PIPE  
12" CMP  
FL=608.94

PROPERTY N/F  
EARNEST TRUST AGREEMENT  
6801/1776  
PARCEL ID: 2-0067-S006-00-0001.8100000  
CITY OF DARDENNE PRAIRIE  
ZONED: R-1A

PROPERTY N/F  
PINECREST RENTAL PROPERTIES LLC  
6103/1429  
PARCEL ID: 2-0067-C022-00-0001.0000000  
CITY OF DARDENNE PRAIRIE  
ZONED: R-M

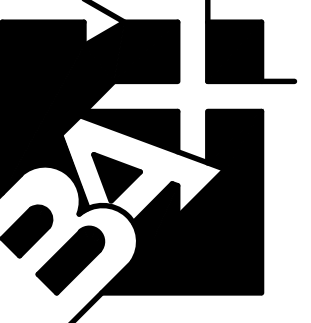


**STORMWATER MANAGEMENT PLAN**

1. THIS PROJECT REQUIRES STORM WATER DETENTION AND WATER QUALITY CREDITS TO BE DETERMINED USING THE MARC MANUAL.
2. WATER RUNOFF WILL BE COLLECTED IN STORM SEWER SYSTEM AND ROUTED TO BASIN. WATER QUALITY WILL BE ADDRESSED WITH A BIORETENTION AREA. STORM WATER WILL BE ATTENUATED IN THE DETENTION BASIN SUCH THAT DISCHARGE TO THE EXISTING CHANNEL WILL BE THE SAME AS OR LESS THAN THE PRE-DEVELOPED CONDITION FOR THE VARIOUS DESIGN STORM.
3. PRELIMINARY INFORMATION FOR PRE AND POST DEVELOPED RUNOFF IS CONTAINED HEREIN FOR THE 15 YEAR 20 MINUTE STORM.

AN AREA PLAN FOR  
**# 7393 HIGHWAY N**  
**# 7393 HIGHWAY N**  
CITY OF DARDENNE PRAIRIE, ST. CHARLES COUNTY, MO 63368

PREPARED FOR:  
REDDI GROUP, LLC  
CITY, STATE, ZIP  
314-803-7565



**ENGINEERING  
PLANNING  
SURVEYING**

221 Point West Blvd.  
St. Charles, MO 63301  
636-928-5552  
FAX 928-1718

Box Engineering Company, Inc.  
Missouri State Certificate of Authority  
Engineering #000655  
Missouri State Certificate of Authority  
Surveying #000144

**REVISIONS**

07/31/24	CITY COMMENTS

DISCLAIMER OF RESPONSIBILITY  
I hereby disclaim any  
responsibility for all other  
drawings, specifications, estimates,  
reports or other documents or  
instruments relating to or  
intended to be used for any part  
or parts of the architectural or  
engineering project or survey  
other than these authenticated by  
my seal.



07/08/2024  
DATE

00-10988C  
PROJECT NUMBER

10988C.PUD.dwg  
FILE NAME

SLW  
DRAWN

JBS JBS  
DESIGNED CHECKED

PROPOSED  
DRAINAGE AREA  
MAP



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2100

2100

2100



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

July 23, 2024

Jeff Simmons, PE, Principal  
Bax Engineering, Co  
221 Point West Blvd.  
St. Charles, MO. 63301  
Jsimmmons@baxengineering.com

Subject: Pinecrest-PUD Application & Site Plan  
Dardenne Prairie **Project No. 24-1020**

Dear Mr. Simmons:

The proposed Site Plan, PUD Application, and fees in the amount of \$1,768.25 were received by the City on July 8, 2024. Staff has reviewed the application for completeness and compliance with the applicable regulations and provide the following comments and recommendations.

1. Add the Dardenne Prairie project number, noted above, to the upper right-hand corner of the PUD Area Plan
2. As required by Sections 405.250 I.1 and 405.770 A.10., *Exterior lighting shall be provided throughout the development to promote the security and safety of the residents including parking, pedestrian, recreation, and open space area. Such lighting shall be designed to prevent glare onto adjacent properties or into the dwelling units*. "Light Standards" are called out in the Legend, but not shown on the Site Plan.
3. As required by Section 405.770 A.11., provide the location and details of the screening proposed for all trash collection areas.
4. As required by Section 405.250 A.9, and 405.770 A.13-15., provide a preliminary stormwater management plan and erosion/silt control plan pursuant to the requirements of Chapter 550 of this Code.
5. The Architectural Elevations shows landscaping around the perimeter of the apartment buildings; please show the perimeter landscaping on the PUD Area Plan.
6. As required by Section 405.250 B. 11. Provide the covenants, grants of easements or other restrictions proposed to be imposed upon the use of land, buildings and structures, including proposed easements or grants for public utilities.
7. Provide a cross easement along the Sidewalk connecting to Phase 1 and indicate shared access is provided along all drives and parking areas.
8. Off-street parking areas in high density multifamily that make it necessary to back directly onto public streets is discouraged. Please consider making all roads private and indicate on the Area Plan that

Subject: Pinecrest PUD Site Plan  
1<sup>st</sup> Review  
Dardenne Prairie Project No. 24-1020

all streets are proposed to be private.

9. Provide architectural elevations and a description of the proposed exterior building materials for a Villas demonstrating compliance with Section 405.250 K.1-4. Paragraph 1. states: *"All buildings shall be architecturally treated on all sides to create a consistent and attractive building appearance. Materials such as masonry, brick, stucco, wood or dryvit type material shall be required on a minimum of fifty percent (50%) of all building faces. The Planning and Zoning Commission may approve other materials that provide similar or equal architectural standards."*
10. As required by Section 506.250 H.4. *All units, except multi-unit buildings without individual unit entrances, shall include a two (2) car garage that shall be a minimum of twenty-one (21) feet in width*", the proposed Villa's have garages that are only 14' in width.
11. If a monument sign is proposed to identify the development, please show the location and general design on the Area Plan as well as the location and design of any other proposed signage.
12. Provide a letter indicating how the above comments were addressed. Include the Dardenne Prairie project number above in all correspondence and submitted documents. Be advised, additional comments will be forthcoming from the City Engineer.

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 twenty (20) full-size **folded** copies of the area plan, elevations and landscape plan revised to address the comments above.
- One (1) electronic copy (pdf format) of all items submitted to the City.

The PUD application and site plan may be considered by the Planning and Zoning Commission at their August 14, 2024, and by the Board of Aldermen at their August 21, and September 4, 2024, meeting. The meetings take place at City Hall, 2032 Hanley Road, and start at 7pm. The plans 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.

Respectfully,



Todd Streiler, AICP, LEED AP  
Planning & Development Manager

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



ENGINEERING

PLANNING

SURVEYING

July 31, 2024

City of Dardenne Prairie  
Attn: Todd Streiler  
2032 Hanley Road  
Dardenne Prairie, MO 63368

RE: #7393 Highway N  
Dardenne Prairie Project #24-1020  
Bax Project No. 00-10988C

**Enclosed please find our comment response letter per comments dated July 23, 2024.**

1. Added Dardenne Prairie Project number to all sheets.
2. Added light poles to plan.
3. Trash Enclosure will be masonry to match buildings.
4. See Sheets 3 & 4 for Stormwater Management Plans. See sheet 2 for Grading and Erosion Control.
5. Perimeter landscaping added to the plan.
6. All units will be for rent/lease and shall have no covenants. Proposed easement added for connection to original Pinecrest. Additional easements will be provided as necessary and determined during improvement plan review.
7. Added note to Site Plan and added Development Note #20 to Cover Sheet.
8. Labeled all drives "Private."
9. Building elevations attached. Client to discuss material detail.
10. This is a requested exception as shown on the cover sheet.
11. Added monument sign to plan.
12. Ok.

Sincerely,

Jeffrey B. Simmons, PE  
Director of Residential Design

BAX ENGINEERING CO.  
221 Point West Blvd.  
St. Charles, MO 63301  
(636) 928-5552 Fax: (636) 928-1718  
[www.baxengineering.com](http://www.baxengineering.com)

# PLANNING & ZONING MINUTES

JULY 10, 2024

The City of Dardenne Prairie Planning & Zoning Commission meeting was called to order at 7:00 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 Chairman Etzkorn, Commissioners Bailey, Fry, Northcutt, Musler, Stankovich and Wooldridge. Alderman Detweiler and Commissioners Ogle and Pollard were absent. Also present were City Clerk Kim Clark, City Planning & Development Manager Todd Streiler and City Attorney Drew Weber.

PUBLIC COMMENT – No one present to speak.

## 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.

A motion was made by Commissioner Wooldridge, seconded by Commissioner Northcutt to recommend approval of the record plat with the condition the monumentation be reviewed and placed on plat if necessary. Motion passed unanimously.

## APPROVAL OF MINUTES

1. Approval of 06-12-24 Minutes

A motion was made by Commissioner Northcutt, seconded by Commissioner Stankovich to approve the 06-12-24 Minutes. Motion passed unanimously.

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

A motion was made by Commissioner Wooldridge, seconded by Commissioner Bailey to approve the 06-12-24 Work Session Summary. Motion passed unanimously.

## COMMISSION COMMUNICATIONS

## ADJOURNMENT

Without objection, the meeting was adjourned at 7:17 p.m.

Respectfully submitted,

---

Kim Clark, City Clerk