

Minutes

of the City of Crystal Lake Park, Missouri
Regular Meeting of the Planning & Zoning Commission/Architectural Review Board
November 13, 2008

Prior to the start of the meeting, City Clerk La Driere distributed copies of the updated zoning regulations.

Newly designated Chair Rita Brinkmann then opened the meeting by asking for a roll call of members of the Planning & Zoning Commission/Architectural Review Board.

ROLL CALL:

Present: David Evans, Rita Brinkmann, Marianne Stuart and Dennis Bauer, Barry Larson, Cecelia Rowland, Kevin Holland and Alderperson Phillip Bryant. Also in attendance was Paul Martin, Attorney, sitting in for City Attorney Howard Paperner, Building Commissioner (BC) John Littlefield and City Clerk Lois La Driere, who announced a quorum of the P&Z Commission/Architectural Review Board. Mayor Bonnie Taylor was also in attendance.

Absent: Alderperson Jim Gehringer.

NEW BUSINESS:

Following roll call, Chair Brinkmann thanked outgoing Chair Evans for his time and dedication to the Committee. She then noted that a request for a variance for proposed construction of a new home at 2122 East Drive had just been granted by the Board of Adjustment. She said that the first item on the Agenda was a training session for P&Z members.

Attorney Martin began the training session by saying that he would be providing a brief overview of the role of P&Z for those who were new to City government. The first role, he said, involves planning for the future development of the City, although on a more limited basis than most municipalities since the City is comprised solely of residential housing, with no commercial or retail space. He added that zoning was another role of the P&Z, with the Commission responsible for making recommendations to the Board of Alderpersons concerning regulations to be established for the City's districts. This involves reviewing and recommending zoning regulations that pertain to individual districts. He outlined the differences between P&Z and the Architectural Review Board (ARB), the latter which is responsible for considering applications for conformity to proper architectural standards, appearance and design to determine that such proposed structure will be in general conformity with the style and design of surrounding structures and conducive to the proper architectural development of the City. Lastly, Attorney Martin noted that the ARB should not design homes, but rather look at the issues concerning the design of a house as it would fit into the neighborhood.

Next on the Agenda was a review of a preliminary sketch of construction of a new house at 2122 East Drive. The architect on the project, Patrick Brown, having previously distributed information to the Commission, proceeded to outline the plan. He said that the project was a demolition of an existing home followed by new home construction. He said that the home

would be a two-story of approximately 2600 square feet on the 50' x 100' lot. He noted, however, that the eave height of the home exceeded zoning requirements, but that the roof would slope severely to the back, allowing for additional "air space." Questions from Commission members ensued concerning the eave height of 26 feet, which is in excess of zoning codes that limit eave height to 22 feet. The architect responded that the eave height will be the same as two houses to the south of the new home to be built. Further discussion ensued, and it was noted that this project would be the first contemporary home in the City that is two stories, while the others are only one and one-half stories. BC Littlefield noted that with the exception of the eave height, the new home met all codes. He added that a variance had been granted earlier that evening on the eave height issue. Additional discussion ensued concerning the location of the garage and driveway of the home, drainage issues on East Drive, the height of the home, and the placement of the home closer to the street than neighboring homes.

Attorney Martin noted that when submitting proposed construction projects to the Architectural Review Board, architectural plans and materials should be included. BC Littlefield said that to date only sketches had been submitted so that the architect would not invest a lot of money in the project if it didn't meet with the approval of ARB members. Chair Brinkmann noted that no decision could be made that evening without those plans and materials. BC Littlefield asked ARB members to provide their overall impression of the project with the information they already had. A number of ARB members said that they did not think that the project conformed to the neighborhood, adding that while the project was in compliance with set-back regulations, the neighboring homes set back much further on their lots. It was also noted that the proposed "boxy" format of the home was very different from others in the neighborhood, leading to concern that the home would set a precedent in the City.

ARB members agreed to offer an informal vote on the project to allow the architect to decide whether or not to make changes to the plan and continue forward. A Motion was made to approve the construction plan and members of the ARB voted as follows: Brinkmann – nay; Stuart – nay; Evans – nay; Bauer – nay; Larson – nay; Rowland – nay; and Holland – nay.

The final item on the Agenda was the distribution by BC Littlefield of a draft of Permitting Procedures for New Construction in the City, which had been prepared by the City Attorney and the BC. He asked P&Z/ARB members to review the information and respond with any suggested changes.

VOTE TO CLOSE MEETING

There being no further business, a Motion was made to close the meeting, seconded and unanimously approved.

MINUTES RECORDED BY:

Lois La Driere, City Clerk

ATTEST:

Chair, Rita Brinkmann