

Minutes
of the City of Crystal Lake Park (CLP), Missouri
Public Hearing on Design Standards &
Regular Meeting of the Planning & Zoning (P&Z) Commission
December 10, 2009

Call to Order/Roll Call

Planning & Zoning Commission Chairperson Rita Brinkmann called the meeting to order.

Present: Chair Rita Brinkmann, Members, Jim Gehringer, Kevin Holland, Barry Larson, Cecelia Rowland, and Alderperson Philip Bryant [non-voting]. Absent: Marianne Stuart, David Evans, and Dennis Bauer.

Administrators: Present: City Attorney Paul Martin, City Planner Ada Hood, and Assistant City Clerk Jonathan Carey-Voris.

Approve Agenda

Member Phillip Bryant moved and Member Jim Gehringer seconded to approve the December 10, 2009, agenda. The Commission unanimously agreed to approve the December 10, 2009, agenda.

Approval of September 10, 2009, Meeting Minutes

Member Barry Larson moved and Member Kevin Holland seconded to approve the September 10, 2009, meeting minutes. The Commission unanimously agreed to approve the meeting minutes of September 10, 2009.

Public Hearing

City Attorney Paul Martin opened the Public Hearing and entered these Exhibits into the record:

1. CLP's Comprehensive Plan dated April 5, 2007
2. Certified copy of CLP's Municipal Code
3. CLP's Zoning Map
4. Notice published in the *St. Louis Countian* 11-25-2009 consistent with Missouri statutory criteria
5. City Planner's Memo to the P&Z Commission dated November 29, 2009
6. Draft Design Standards as of November 30, 2009
7. E-mail correspondence from CLP resident Martin Long (11830 South Dr) dated November 25, 2009

Attorney Martin swore in City Planner Ada Hood.

Ms Hood began with an overview of the Design Standards Committee's mission and members:

Linn Acree, Member	Tyler Bussmann, Member	Michael Preis, Member
Rita Brinkmann, Member	Jim Gehringer, Member	Lydia Sanders, Member
Nancy Brooks, Member	Ada Hood, City Planner	Marianne Stuart, Member
Phillip Bryant, Member		

Ms Hood read her November 29th Memo to the P&Z Commission (Exhibit 5). Following that, Ms Hood presented the Draft Design Standards (Exhibit 6) which apply to new construction and add-ons, but not to existing homes. The presentation was made via PowerPoint slides projected on a screen visible to the Commission and residents in attendance. In the line-by-line reading and explanation of the Design Standards, Commissioners, CLP residents and the City's Attorney asked questions and raised points that needed clarification. These were noted by Planner Hood to be incorporated in the next draft.

Attorney Martin expressed concern that the Architecture Review Board (ARB) does not have a defined process for conducting reviews. He suggested that these Design Standards be incorporated as guidelines to be applied on a case-by-case basis. He added that the Design Standards should involve public aesthetics, not private aesthetics. The City has to look at the impact on the city, block, neighborhood, concentrating on the City's values. Attorney Martin indicated that he and Planner Hood would revise the Standards to eliminate the Alternative Compliance language from the Standards and incorporate a case-by-case review process for the ARB.

There being no further questions from the P&Z Commission, CLP residents, and City Attorney, the Public Hearing was closed.

Minor revisions will be made to the Design Standards based on feedback from this hearing and the revised standards will be presented to the CLP Board of Alderpersons meeting on Monday January 11, 2010 at The Lodge (1050 Des Peres Rd).

New Business

1. Jim Gehringer – now a voting member of P&Z
Jim was welcomed as a voting member per Mayor Taylor's appointment announced at the Board of Alderpersons Meeting on November 9, 2009. Previously, Jim had been a non-voting representative of the Board of Alderpersons.
2. Zoning Codes – Ada Hood, City Planner
This was tabled until the next meeting. Ms Hood noted that CLP needs to have a well defined Architecture Review Board procedure and that the City's Zoning Code is difficult to navigate. She will raise this to the Board of Alderpersons.

VOTE TO ADJOURN MEETING

There being no further business, a Motion was made by Member Jim Gehringer and seconded by Member Cecilia Rowland to adjourn the meeting. The motion to close the meeting was unanimously approved.

Next Meeting: It was announced that the next meeting of the Planning & Zoning Commission is scheduled for Thursday, January 14, 2010 in the Dogwood Room at The Lodge 1050 Des Peres Road, Des Peres, MO 63131.

MINUTES RECORDED BY: _____
Recording Secretary, Jonathan Carey-Voris

ATTEST: _____
P&Z Commission Chair/Presiding Officer, Rita Brinkmann