A digital copy of the packet for this meeting may be accessed by clicking on the event for this meeting on the City's website calendar at the following link: https://www.kirkwoodmo.org/services/events-calendar.



Planning & Zoning Commission Agenda Wednesday, May 1, 2024, 7:00 p.m. Kirkwood City Hall 139 S. Kirkwood Road Kirkwood, MO 63122 Posted April 26, 2024

- I. ROLL CALL
- II. APPROVAL OF THE APRIL 3, 2024 MEETING MINUTES
- III. UNFINISHED BUSINESS
  NONE
- IV. NEW BUSINESS
  - 1. PZ-01-24 ZONING MAP AMENDMENT (B-4 to B-2) 119 W. WOODBINE AVE.

Submitted: 4-11-24; Automatic Recommendation Date: 7-10-24 Petitioner: Lucky Leaf Enterprises, LLC; Agent: Megan Mitchell

- V. COMMISSION/STAFF (INTERNAL) ITEMS
  - 1. Envision Kirkwood 2035- Quarterly Update
  - 2. Development Project Update

# VI. PLANNING AND ZONING SCHEDULE:

1. May 15 and June 5, 2024 – 7:00 p.m.

Staff Liaison: Jonathan Raiche; Phone: (314) 984-5926; Email: RaicheJD@kirkwoodmo.org

**Kirkwood Planning and Zoning Commission:** Chairman Jim Adkins, Commissioners David Eagleton, Ron Evens, Tom Feiner, Sandy Washington, Mary Lee Salzer-Lutz, Darrell Scott, Allen Klippel, and Karen Coulson.

**Accommodation:** The City of Kirkwood is interested in effective communication for all persons. Persons requiring an accommodation to attend and participate in the meeting should contact the City Clerk at 314-822-5802 at least 48 hours before the meeting. With advance notice of seven calendar days, the City of Kirkwood will provide interpreter services at public meetings for languages other than English and for the hearing impaired. Upon request, the minutes from this meeting can be made available in an alternate format, such as CD, by calling 314-822-5802.



# CITY OF KIRKWOOD PLANNING AND ZONING COMMISSION MEETING MINUTES April 3, 2024

**Members Present** 

Jim Adkins, Chair
Tom Feiner, Vice-Chair
David Eagleton, Secretary/Treasurer
Allen Klippel
Ron Evens
Sandy Washington
Karen Coulson

Members Absent
Darrell Scott
Mary Lee Salzer-Lutz

Pursuant to notice of meeting duly given, the Planning and Zoning Commission convened on Wednesday, April 3, 2024 at 7:00 p.m. in the City Hall Council Chambers. Planning and Development Services Director Jonathan Raiche attended the meeting.

- 1. Chair Adkins called the meeting to order at 7 p.m. He announced that Commissioners Scott and Salzer-Lutz, were absent and their absences were excused.
- 2. A motion to amend the March 20, 2024 minutes was made by Commissioner Feiner to delete the words "add discussion from audio", from the motion section. Seconded by Commissioner Evans. The minutes were approved by a vote of 5-2, with Commissioners Coulson, and Eagleton abstaining.
- 3. COMMISSION STAFF (INTERNAL) ITEMS

# PZ-13-24 SPECIAL USE PERMIT FOR ACCESSORY DWELLING UNIT -740 N. TAYLOR AVENUE

<u>Presentation</u>: Director Raiche detailed specifics of the application to the Commission. The ADU as an accessory use in single-family residential zoning districts was added to the Zoning and Subdivision Code with its adoption in February 2021. The addition to the code was a direct result of the EnVision Kirkwood 2035 Comprehensive Plan Goal 4.B "Encourage higher density residential/ mixed-use in appropriate areas", Action Item 4.B.3 "Consider potential for allowance of accessory/secondary dwelling units".

The subject property is approximately 34,000 square feet (115' wide x 300' deep) and is comprised of the southern lot of a 2-lot infill subdivision. The proposed accessory dwelling unit is a total of 749 sf of floor area (excluding garage and unenclosed covered patio). The unenclosed status of the patio is to be confirmed and is referenced as a condition in the staff memo provided. Currently, there are 11 use-specific standards for accessory dwelling units included in Section 25-45(b). The proposal complies with all standards.

<u>Staff Recommendation:</u> Staff believes these standards provide the proper protections at this property and for the neighborhood while meeting the SUP review criteria in Zoning Code Section 25-20(e) and (f). Because the standards are met, Staff is requesting action from the Planning & Zoning Commission at the April 3, 2024 meeting rather than the formation of a subcommittee. Staff recommends this petition be approved with the following conditions:

- 1. A Special Use Permit for an Accessory Dwelling Unit shall be approved for the property addressed as 740 N. Taylor Avenue.
- 2. If applicable, storm water management plans and sanitary sewer plans shall be approved by Metropolitan Sewer District (MSD) prior to issuance of a building permit. The approval of this project shall not authorize any person to increase or unreasonably alter or redirect the surface water run off so as to cause harm to any person or property.
- 3. Prior to issuance of a building permit, applicant shall provide information for the City to determine that the proposed covered patio is unenclosed.
- 4. The premises and improvements as approved by this Special Use Permit shall be in good working order and maintained in good repair at all times.
- 5. The applicant, by accepting and acting under the Special Use Permit approval granted, accepts the approval subject to the reservations, restrictions, and conditions set forth in the Code of Ordinances and in this memorandum and agrees to comply with each provision subject to the penalties prescribed under Section 1-8 of the Code of Ordinances and subject to revocation of this approval in the event such provisions are not complied with.
- The Landmarks Commission and the Architectural Review Board shall review all building design.

Director Raiche concluded his presentation. Chair Adkins opened the floor to discussion from the Commission.

<u>Discussion:</u> Commissioner Feiner questioned if there was not a dwelling unit proposed in the detached accessory structure, would this still be subject to a SUP under different criteria, and could this building be made available as a rental unit. Mr. Raiche stated that if there were no dwelling unit, the structure would be shorter and could not have specific components that make it habitable unit. However, if it complied with the various restrictions for accessory structures, it would be permitted through the building permit process. Mr. Raiche also

responded that as long as the owner resided in one of the structures, the other structure could act as a rental property. Commissioner Evans clarified whether this unit had to be a long-term rental, or could it act as an Airbnb. Mr. Raiche confirmed that the unit could not serve as a short-term rental without a separate SUP approval and that the applicant has not stated that they intend to use the space in that manner. Commissioner Eagleton questioned if there were issues surrounding runoff. Mr. Raiche responded that the Engineering department will review and consult with MSD to make sure the existing system covers everything during the permit process. Commissioner Coulson expressed her excitement over Kirkwood's first ADU. Ms. Coulson also voiced concern over the lack of accessibility to the unit and certain living amenities available. Mr. Raiche explained that there is no access between the garage space and the unit directly and that any decision on access to portions of the proposed accessory dwelling unit to residents of the main house would be a private matter. Commissioner Feiner questioned whether the fire code allows only one point of entry and exit as proposed by this unit. Mr. Raiche responded that that is sufficient for a singlefamily residence.

<u>Petitioner Comments:</u> David Pape, architect for the project, provided details to the Commission. Commissioner Feiner questioned the reason for the rear garage door. The petitioner stated that is for lawn equipment, specifically to house a large tractor. Commissioner Evans asked if the pool house was a second thought for the project. Mr. Pape clarified that the pool house was not initially part of the plan but that the owners wanted to use the main house and pool to determine what their needs were for the accessory structure. With no additional questions, Mr. Pape concluded his presentation.

<u>Motion:</u> Chair Adkins called for a motion. Commissioner Eagleton made a motion to approve case PZ-13-24 Special Use Permit for Accessory Dwelling Unit - 740 N. Taylor Avenue, subject to the conditions contained in Ms. Lowry's April 3, 2024 memorandum to the Planning and Zoning Commission. Commissioner Coulson seconded the motion. Chair Adkins opened the floor to discussion. With no comments, Chair Adkins called for a vote. The motion was approved unanimously by the seven members present.

# 4. DEVELOPMENT PROJECT UPDATES

Director Raiche reported that the Frei Stain Glass studio is scheduled for its final reading at the City Council meeting, April 4, 2024. They will also attend the ARB meeting scheduled for this month. The Aria project is currently under demolition and other projects throughout the City as in various construction stages. Mr. Raiche answered various questions about the status of active construction sites. With no further business, a motion was made by Commissioner Eagleton and seconded by Commissioner Evans to adjourn at 7:40 p.m. The next meeting will be held on May 1, 2024 at 7 p.m.

Jim Adkins, Chair	

# David Eagleton, Secretary/Treasurer

Upon request, these minutes can be made available within three working days in an alternate format, such as CD, by calling 314-822-5822. Minutes can also be downloaded from the City's website at <a href="https://www.kirkwoodmo.org">www.kirkwoodmo.org</a>, then click on City Clerk, Boards & Commissions, Planning & Zoning Commission.

# **APPLICATION FOR PLANNING AND ZONING REVIEW**



DATE: 04/11/24 CASE NUMBER: 1-29

ZONING DISTRICT: B-4 LOCATOR NUMBER: 34M420275

PROJECT ADDRESS: 19 W WOODBINE

PROJECT NAME: 119 W WOODBINE

ACTION REQ	QUESTED
□ CUP, Development Plan or Final Site Plan (circle one)	☐ Subdivision, Major
□ Development Plan, B4, B5, or R6 (circle one)	□ Subdivision Modification
☐ Final Site Plan, B4, B5, or R6 (circle one)	☐ Text Amendment
☐ Site Plan Review, Minor or Major (circle one)	□ Vacation, Right-of-Way or Easement (circle one)
□ Site Plan Modification	✓ Zoning Map Amendment, From <u>B-4</u> to <u>B-2</u>
□ Alternative Equivalency C	Comments:
□ Special Use Permit, Category:	
Petitioner's Status. Corporation Partnership Individual Relationship of Petitioner to Property: XOwner Tenant Option Hole Agent's Name: Megan Mitchell Signature: Mailing Address: 4501 LINPELL BLVD City: E-mail Address: Mami+chell & Core 10 architect (NOTE: The petitioner's agent, if listed, shall receive all official communications)  PROPERTY CO	Phone No.: 314-520-6401  State: MO Zip:6312Z  Ider (Attach Copy of Contract) Other  RMATION Phone No.: 314-222-0346  State: MO Zip: 63108  Phone No.: 219: 63108  Phone No.: 219: 63108
Signature required or submit proof petitioner has legal interest in property.  Name: Steve Meskill Name:  Signature: Stewn New Well Signature  Address: 1519 Ly hkirk Lane Address  City/State/Zip: 1/1 1/2 WOOD, 1/4 0 6 312 2 City/State/Zip: 314-520-6401 Phone:	ure: Molats. Mills ss: 480 (1). Locicwood Avenue sate/Zip St. Louis, M & 63119
Date Received:    B-4/B-5 Development Plan: \$1,000 + Acres @ \$25/Acc     B-4/B-5 Final Site Plan: \$1,000 + Acres @ \$25/Acc     B-4/B-5 Final Site Plan Amendment (when public hearing is not CUP (Single family), Dev Plan/Preliminary Plat: \$1,000 + CUP (Single family), Final Site Plan/Final Plat: Lots @ \$10     CUP, (Multi family), Final Site Plan/Final Plat: \$1,000 + CUP, (Multi family), Final Site Plan/Final Plat: \$500 +1-1/4% of     CUP, Final Site Plan/Final Plat Amendment: Public Hearing record CUP, Final Site Plan Time Extension: \$300     Mixed Use in B2 Development Plan: \$1,000 (includes SPR fee)     Mixed use in B2 Final Site Plan Amendment: Public Hearing record CUP, Final Site Plan Site Plan Amendment: Public Hearing record CUP, Final Site Plan: \$500     Mixed use in B2 Final Site Plan Amendment: Public Hearing record CUP, Final Site Plan: \$1,000 + Dwelling units @\$20/UR, R6 Final Site Plan: \$500     Sidewalk Waiver on feet @ \$30/Foot = \$ Site Plan Review (Major): \$1,000     Site Plan Review (Major): Amendment \$800 or Extension: \$300     Site Plan Review (Minor) Amendment \$500 or Extension: \$300     Site Plan Review (Minor) Amendment \$500 or Extension: \$300     Special Use Permit: \$1,000 (waived if submitted with Site Plan Special Use Permit: \$1,000 (waived if submitted with Subdivision (Major), Final Plat/Improvement Plans: Lots @ \$500/Lot = \$ Subdivision (Major), Amendment: \$800 (waived if submitted with Subdivision (Major), Amendment to Final Plat or Improvement Plans: Lots @ Subdivision (Major) Amendment to Final Plat or Improvement Plans: Lots @ Subdivision (Major) Amendment: \$1,000     Vacation, Easement: \$100     Vacation, Right-of-way: \$200     Zoning Code Text Amendment: \$1,000     Zoning Map Amendment: \$1,000     Zoning Map Amendment: \$1,000     Zoning Map Amendment: \$1,000     Zoning Code Text Amendment: \$1,000     Zoning Code Text Amendment: \$1,000     Zoning Code Text Amendment: \$1,000     Code Text Amendment: \$1,000     Code Text Amendmen	Agenda Date: STI

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PETITIONER INFORMATION .	,		
I (We) hereby certify that I (we) have legal interest in the hereinabove described property and that all information given herein is true and	а		
Name (Print) LUCK V Leaf Enterprises, LLC Signature: 10 Memory Phone No: 314-520-6	Uni		
Mailing Address: 1519 Lynkirk Lane City: Kirkwood State: MO Zip: 6312	2		
E-mail Address SINESKILELIVE, COM			
Petitioner's Status. Corporation XPartnership Individual			
Relationship of Petitioner to Property: XOwner Tenant Option Holder (Attach Copy of Contract) Other			
AGENT INFORMATION			
ACENT IN COMATION			
Agent's Name: Phone No.:			
Mailing Address: City: State: Zip:	-		
E-mail Address:			
(NOTE: The petitioner's agent, if listed, shall receive all official communication)			
PROPERTY OWNERS			
Signature required or submit proof petitioner has legal interest in property.  Name: Robert Mills			
Name: Steve Meskill Name: Notet Mills			
Signature: Men Mill Signature: Molats. Mills			
Address: 1519 Lyhkirk Lane Address: 480 W. Lockwood Avenue			
City/State/Zip: KINEWOOD, 140.63122 City/State/Zip St. Louis, M& 63119			
Phone: 314-520-6401 Phone: 314-852-7368			

Name: Kevin Corby Signature: Xeven Corby Address: 1032 N Woodlawn Ave. City/State/Zip: Kirkwood, MO 63122 Phone: 314-651-3514





APR 1 1 2024

CITY OF KIRKWOOD
PUBLIC SERVICES DEPARTMENT

Amy G. Lowry
City of Kirkwood
139 South Kirkwood Rd

Planning and Zoning Submittal: Zoning Map Amendment

119 West Woodbine Zoning Map Amendment

Project Number: 119 West Woodbine

Dear Amy,

We would like to submit our application for a Zoning Map Amendment for the property of 119 West Woodbine Ave.

This property is currently zoned as B-4 Planned Commercial, which does not align well with the size of the lot nor the surrounding context. The lot is only 150'-0" deep by 60'-0" wide, making the large setbacks required by the B-4 District impractical, as they would render the buildable area too small for any sort of development, be it commercial or residential. The context around the site consists of a multi-family building to the west within the R-5 Multiple Family District, and a residential structure converted to commercial use to the east, within the B-4 Planned Commercial District. Half of the block south of the site is zoned R-4 Single Family and the other half is zoned R-5 Multiple Family. Most of Clay Ave to the west is also within residential zoning. S Kirkwood Road to the east has a mixture of residential and commercial zoning.

Michael Byrd, AIA CSI

Tyler Stephens, AIA

Because of the size of the lot, and the surrounding context being a mixture of residential and commercial uses, it makes sense for this lot to be zoned as B-2, which would allow for both uses, and accommodates smaller sites with smaller setback requirements.

By rezoning from B-4 to B-2, we believe that this will allow 119 West Woodbine to be developed in a way that aligns with the surrounding context and the future growth of the city of Kirkwood. If the property were to be rezoned to B-2, we think that an appropriate development for the site could be townhouses, which would fit within the buildable area and blend well with the surrounding neighborhood scale and uses.

Tyler Stephens, AIA Principal

CORE10 Architecture, Inc.

Steve Meskill



April 23, 2024

Megan Mitchell Core10 Architecture 4501 Lindell Blvd St. Louis, MO 63108

SENT VIA EMAIL: mamitchell@core10architecture.com

SUBJECT: PZ-01-25; 119 W. WOODBINE AVE. – REZONING REQUEST FROM B-4 TO B-2

Dear Ms. Mitchell:

The City of Kirkwood Planning and Development Services Department is in receipt of your application for a rezoning of the property at 119 W. Woodbine Avenue from B-4, Planned Commercial District, to B-2, Central Business District. This item will be placed on the Planning and Zoning Commission agenda for its 7:00 p.m. meeting Wednesday, May 1, 2024 at Kirkwood City Hall, 139 South Kirkwood Road. The Agenda is enclosed. City Staff will make an introduction presentation regarding the request at this meeting. You, or your representative, should attend this meeting to present your information to the Commission and answer any questions the Commission members may have.

The Planning and Zoning Commission and Planning and Development Services Department will review the application in detail in accordance with the Zoning Code and will provide further comments as necessary. This preliminary review is not an approval or acceptance of any part of the application submitted.

The applicant is further advised that it is your responsibility to follow the petition through the entire process and to satisfy all submittal requirements and deadlines. Also note, this application and review does not grant the applicant any special rights, privileges, or immunities, and that all provisions of the Kirkwood Code of Ordinances shall apply.

Sincerely,

CITY OF KIRKWOOD

Amy Lowry Planner II 314-822-5815

lowryag@kirkwoodmo.org

Enclosure: May 1, 2024 P&Z Commission Agenda

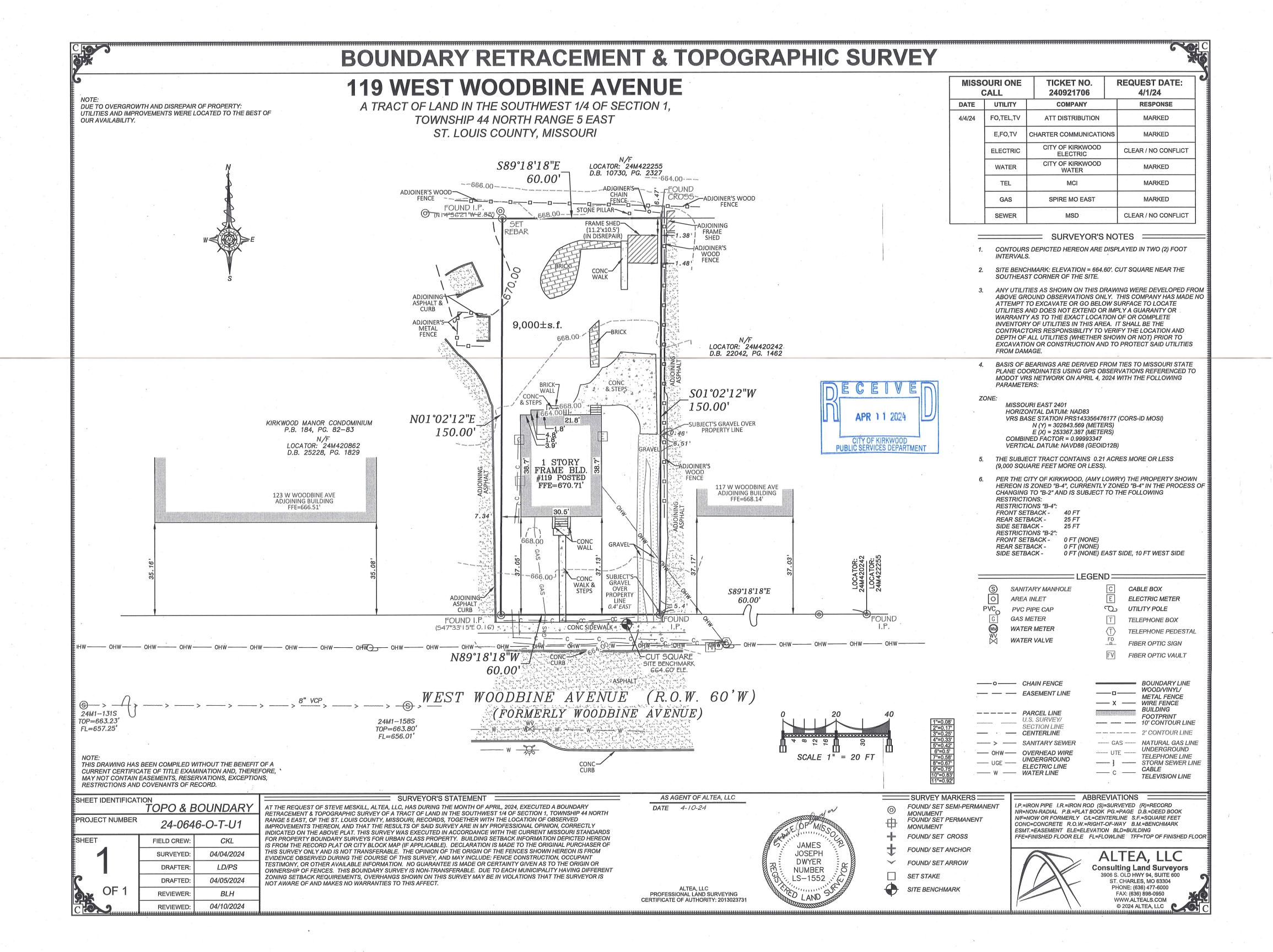
#### **EXHIBIT "A"**

### **Legal Description**

File No. 2046023-03877

A tract of land in the Southwest ¼ of Section 1, Township 44 North Range 5 East, and described as: Beginning at a point in the North line of Woodbine Avenue distant 260 feet West from the West line of Webster Avenue, now Kirkwood Road, thence North parallel to the West line of Kirkwood Road, 150 feet, more or less to the South line of property now or formerly owned by Charles Schulz, thence West along said South line and its continuation thereof 60 feet to a point; thence South 150 feet, more or less to the North line of Woodbine Avenue; thence East along said North line 60 feet to the point of beginng.





DRAWING TITLE SITE PHOTOS

PROJECT TITLE
119 WEST WOODBINE
119 WEST WOODBINE AVE
KIRKWOOD, MO



G-001





5 VIEW OF SITE FROM NORTH





2 VIEW OF SITE FROM SOUTH



APR 1 1 2024

CITY OF KIRKWOOD PUBLIC SERVICES DEPARTMENT

1 VIEW OF SITE FROM EAST

4 EAST ADJACENT PROPERTY
G-001 N.T.S.

3 VIEW OF SITE FROM WEST



6 3 2 1 4



ZONING INFO:

CHANGE TO B-2 ZONING

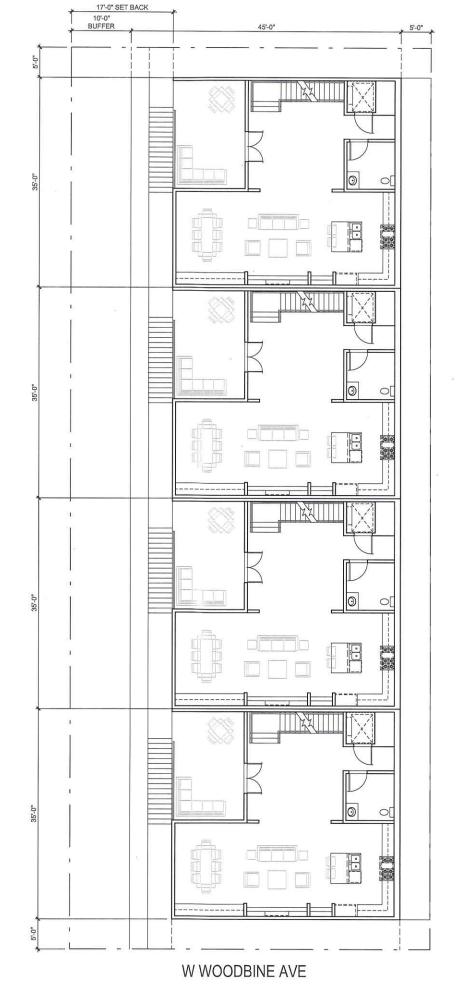
FRONT YARD SETBACK REAR YARD SETBACK SIDEYARD SETBACK

LANDSCAPE BUFFER

0'-0"
0'-0"
1/2 BUILDING HEIGHT
(WHERE ABUTTING A RESISENTIAL DISTRICT)
10'-0"
(WHERE ABUTTING RESIDENTIAL DISTRICT)
40'-0"
2.5

POTENTIAL PROPOSED

5-0" 5-0" 17-0" (ON WEST SIDE) 10'-0" (ON WEST SIDE) 34'-0" 0.7



1 POTENTIAL SITE LAYOUT - B-2 ZONING, TOWNHOUSES

PRELIMINARY NOT FOR CONSTRUCTION

POTENTIAL SITE LAYOUT

PROJECTITILE
119 WEST WOODBINE
119 WEST WOODBINE AVE
KIRKWOOD, MO