

**Agenda
City of Crystal Lake Park
Planning & Zoning Commission Meeting
The Lodge, 1050 Des Peres Road, Des Peres, MO 63131
March 10, 2011 at 7:00 p.m.**

Planning & Zoning Commission Meeting

- I. Call to Order**
- II. Roll Call**
- III. Approve Agenda**
- IV. Approval of January 13, 2011 Planning and Zoning Commission Minutes**
- V. Old Business**
 1. None
- VI. New Business**
 1. Review the building height limit of 30-35 feet in all Districts
 2. Restriction that District D must have two-car garages facing the street, no carports or one-car garages
- VII. Vote to Close Meeting**
- VIII. Adjournment**

Note: The next Planning & Zoning Commission is tentatively scheduled for April 14, 2011, at 7:00 p.m. at The Lodge.

**Minutes
of the City of Crystal Lake Park, Missouri
Planning & Zoning Commission
The Lodge, 1050 Des Peres Road, Des Peres, MO 63131
March 10, 2011**

Call to Order

Planning & Zoning Commission – Chairperson Jeff Rifkin called the meeting to order at 7:00 pm.

Planning and Zoning Commission (P&Z) / Architectural Review Board (ARB) members and City Staff:
Present: Chairperson Jeff Rifkin, Vice Chair Tanya Blake, Members, Tom Barrett, Jim Gehringer, Kevin Holland, Michael Preis, Marianne Stuart; and Alderperson Phillip Bryant [non-voting].

Administrators: Present: City Planner Ada Hood and Recording Secretary Jonathan Carey-Voris. Absent: City Attorney Paul Martin, Assistant City Attorney Lilian Doan, and Building Inspector Neil Cantwell.

Others Present: None

Approve Agenda

Member Holland moved and Member Blake seconded the motion to approve the March 10, 2011, Agenda. The Commission unanimously agreed to approve the March 10, 2011, Agenda.

Approval of January 13, 2011, Planning and Zoning Commission Minutes

Member Gehringer moved and Member Blake seconded to approve the January 13, 2011, meeting minutes. The Commission unanimously agreed to approve them.

Old Business

None

New Business

1. Building Height requirements in all Districts of Crystal Lake Park [CLP]

City Planner Ada Hood noted CLP's Land Use regulations are in the purview of the Planning and Zoning [P&Z] Commission. Any change requires a P&Z public hearing. The P&Z would vote on a recommendation to the Board of Alderpersons [BOA]. The BOA would hold a public hearing and vote on the proposed change(s).

City Planner Hood was asked for background information to help understand this request. She responded that Mayor Taylor thought the building heights might be a bit high and the Board agreed it is a good idea to review the situation.

City Planner Hood made a presentation to the P&Z reviewing the Building Height requirements in Districts B, C, and D. District A [The Willows] was not included since it is a condo development and there is no new construction there.

City Planner Hood showed graphics of building heights along both sides of these streets: Cleek Court (east and west sides), Spring Drive, Grandview Drive, Crystal Drive (upper and lower), Lakeview Drive, East Drive, Putter Lane, Oak Drive, Divot Drive (east & west sides).

City Planner Hood noted that Crystal Lake Park has a combination of single story, story-and-a-half and two-story homes. Most two-stories are around 25 to 30 feet tall. She also noted most of the existing homes are not near the 35 foot limit. She said that the Patney's two-story home which was recently built at 11910 Crystal is around 25 feet tall.

Member Holland noted that in University City building heights must match the other houses in the neighborhood. He favors this approach rather than having an absolute number for the limit. Others agreed but one cautioned about potential complications if there is also a rule allowing buildings up to 35 feet.

There was general agreement that the height limit should be reduced by 5 feet. One suggestion was to make it 25 feet for some streets and 30 feet for others. It was noted if several Variance requests were made after the limit was dropped that it would be an indication the limit might need to be raised. City Planner Hood recommended adding language that would allow the ARB to approve building heights up to 35 feet so the home owner / builder wouldn't have to apply for a Variance at the Board of Adjustment.

P&Z members asked City Planner Hood to make additional graphics with approximate heights and to include the tallest and shortest house for April's meeting.¹ City Planner Hood agreed and suggested holding a preliminary public hearing on this matter in April and holding a final one in May.

2. Garage restrictions in District D

City Planner Hood opened a discussion with P&Z regarding the restrictions on garages and car ports in District D: carports are not permitted and new homes must have a two car garage facing the street.

It was noted there are more cars in CLP today than there used to be and there is a need for off street parking. However, P&Z felt the current requirement is too restrictive considering the fact there are many small lots in the City. It was noted if carports are allowed there should be restrictions to prevent clutter. City Planner Hood will draft a revision to be discussed at the April meeting.²

Crystal Lake Park's Comprehensive Plan:

Members received a printed copy of the current Comprehensive Plan at the beginning of the meeting. Some minor revisions are in work: updating goals, correcting typos, etc. A redline version of the Comprehensive Plan will be distributed to the P&Z for a public hearing at the April meeting³.

Vote to Adjourn the Meeting

There being no further questions or business before the P&Z, a Motion was made by Member Barrett and seconded by Member Preis to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 8:05 pm.

Next Meeting: The next meeting of the Planning & Zoning Commission is tentatively scheduled for April 14, 2011, at 7:00 pm at The Lodge, 1050 Des Peres Road, Des Peres, MO 63131.

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

ATTEST: _____
P&Z Commission Chairperson, Jeff Rifkin

¹ City Planner Hood will provide additional graphics on home heights for the April meeting.

² City Planner Hood will draft a proposed change to the Municipal Code regarding the two-car garage requirement in District D.

³ City Clerk Terrell will send a redline version of the Comprehensive Plan to the P&Z for the April meeting.