



Post Office Box 31338 St. Louis, MO 63131
314.993.1160 www.crystallakepark.org

Agenda
City of Crystal Lake Park
Planning & Zoning Commission/ Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, Missouri 63131
May 11, 2017 at 7:00 p.m.

Planning & Zoning Commission/Architectural Review Board Meeting

I. Call to Order

II. Roll Call

III. Approve Agenda

IV. Approval of November 10, 2016 and November 17, 2016 Planning and Zoning Commission / Architectural Review Board Meeting Minutes (will be emailed separately)

V. New Business

- I. Petition of Alan and Susan Martin for Architectural Review Board consideration and approval of the design and materials associated with a new modular block retaining wall measuring in excess of 24-inches at 2115 Lakeview with District B of the City of Crystal Lake Park.

VI. Election of Chairperson

VII. Adjournment

Note: The Planning and Zoning Commission / Architectural Review Board may adjourn to closed session to discuss legal, confidential or privileged attorney-client matters pursuant to Section 610.021(1), RSMo. 2000, real estate matters pursuant to Section 610.021(2), RSMo. 2000, personnel matters pursuant to Section 610.021(3), RSMo. 2000, audit matters pursuant to Section 610.021 (17), RSMo. 2000, or for any other reason allowed by Missouri law.

The next Planning & Zoning Commission / Architectural Review Board Meeting is scheduled for June 8, 2017, at 7:00 p.m. at the Frontenac Municipal Complex.



Minutes
City of Crystal Lake Park
Planning & Zoning Commission / Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, MO 63131
May 11, 2017 at 7:00 p.m.

I. Roll Call / Call to Order

Planning & Zoning Commission – Vice Chairperson Jim Gehringer called the meeting to order at 7:08 p.m.

Planning and Zoning Commission (P&Z) / Architectural Review Board (ARB) members:

Present: Vice-Chairperson Jim Gehringer; Members, Peg Crockett, Liz Negrau, Cathy Strubert, Alderperson CarolAnn Giovando [non-voting]

Absent: Tom Barrett, Doug Posey

Administrators: Present: City Planning Consultant Ada Hood; Recording Secretary & Communications Coordinator Jonathan Carey-Voris

Absent: City Clerk Angela McCormick, City Attorney Paul Martin

Others present:

Alan & Susan Martin, 2115 Lakeview Drive, 314-432-3058 & 314-541-2986 (mobile),
<amartin_1@charter.net>

II. Approve Agenda—Member Crockett moved and Member Negrau seconded a motion to approve the May 11, 2017 Agenda. The Commission unanimously agreed to approve it by voice vote.

III. Approval of November 10 and November 17, 2016 P&Z / ARB Meeting Minutes—Member Crockett moved and Member Negrau seconded to approve the April 14, 2016 Meeting Minutes. The Commission unanimously agreed to approve them by voice vote.

Architectural Review Board Meeting

IV. Old Business—None

Prior to the meeting, Ms. Hood sent an analysis Memo to the P&Z / ARB dated May 11, 2017. The Memo briefly summarized the Project being considered at the May 11, 2017 meeting.

The plans, application, and renderings were included in a digital packet that was sent to all members prior to the meeting and posted in Announcements on the City's web site on 5-5-2017.

V. New Business

1. Petition of Alan Martin for Architectural Review Board consideration and approval of the design and materials associated with modular block retaining wall at 2115 East Drive within District D of the City of Crystal Lake Park.

1. Vice Chairperson Gehringer read the Petition for a retaining wall at 2115 Lakeview Drive within district B of Crystal Lake Park.

Ms. Hood reviewed the plans for the Project showing the drawings on the screens at each member's seat on the dais.

Mr. Martin gave Board members additional color photos of the area. He then addressed the Board explaining that they have lived in Crystal Lake Park for 38 years and are planning to stay here. Their house backs up to Two Mile Creek and the slope of the back yard has been eroding slowly over the years. Their plan is to replace an old railroad tie retaining wall with a modular block wall 48 inches high and approximately 30 feet long. They will fill the area with dirt to level the yard. The goal is to stop erosion and to protect the foundation. It will also make the back yard more useable and improve the property value.

Discussion—In response to a question about drainage, Mr. Martin explained that PVC pipes will be run from the gutters to drain into the creek. He also noted that they will add a fence to the top of the wall. During the discussion, the ARB members noted that the wall would not be visible from abutting neighbors.

Field Trip—Mr. Martin brought an example of the concrete block to be used in his car, but it weighs approximately 90 pounds, so the Board left the meeting to view the modular block in person. After that the meeting resumed.

Vote for Approval— At this point, Vice Chair Gehringer called for a motion to approve the plans and materials for a new retaining wall at 2115 Lakeview Drive. Member Crockett moved and Member Strubert seconded a motion to approve the petition.

Roll Call Vote: Vice Chairperson Jim Gehringer -Aye; Members Peg Crockett - Aye; Liz Negrau -Aye; Cathy Strubert –Aye;

Chairperson Gehringer declared the motion passed.

City Planning Consultant Ada Hood will notify Building Commissioner John Morgan by e-mail and inform him of the ARB's decision so the building permits can be issued.

VI. Election of Chairperson

Former Chairperson Nancy Brooks was elected to serve as an Alderperson for Ward 1 in the April 4, 2017 election so it is necessary to elect a new Chairperson. Member Strubert nominated Liz Negrau and member Crockett seconded it.

Roll Call Vote: Vice Chairperson Jim Gehringer -Aye; Members Peg Crockett - Aye; Liz Negrau -Aye; Cathy Strubert –Aye;

Vice Chair Gehringer declared that Liz Negrau will serve as Chairperson and he will remain as Vice Chair and Peg Crockett will continue as the Board's Secretary. Mayor Bryant is seeking a replacement for Nancy Brooks and Jeff Rifkin who recently resigned from the Board for personal reasons.

VII. Vote to Adjourn the Meeting: There being no further questions or business before the P&Z/ARB, Member Crockett moved and Member Strubert seconded a motion to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 7:35 p.m.

Next Meeting: The next meeting of the Planning & Zoning Commission / Architectural Review Board is tentatively scheduled for June 8, 2017 at 7:00 p.m. at Frontenac Municipal Complex 10555 Clayton Road, St. Louis, MO 63131. It only meets if there are plans to review or issues to address.

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

ATTEST: Jim Gehringer
Planning & Zoning Commission / Architectural Review Board Vice-Chair, Jim Gehringer