



Agenda
City of Crystal Lake Park
Planning & Zoning Commission / Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, MO 63131
Training Room—November 12, 2015 at 7:30 p.m.

Architectural Review Board Meeting

- I. Call to Order
- II. Roll Call
- III. Approve Agenda
- IV. Approval of September 11, 2014 Architectural Review Board Meeting Minutes
- V. Old Business—None
- VI. New Business
 - A. Petition of Kari Lomo for Architectural Review Board consideration and approval of the design and materials associated with a small addition and renovation project at 2225 Cleek Road with District C of the City of Crystal Lake Park.
- VII. Election of Officers
 - A. Chairperson, Vice Chair, and Secretary.
- VIII. Vote to Close Meeting
- IX. Adjournment

Please 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 December 10, 2015 at 7:30 p.m. at the Frontenac Municipal Complex. However, the P&Z / ARB only meets when there are plans to review or other Agenda items to address.

**Minutes of the City of Crystal Lake Park, Missouri
Planning & Zoning Commission / Architectural Review Board Meeting
Frontenac Municipal Complex 10555 Clayton Road, St. Louis, MO 63131
November 12, 2015**

Call to Order

Planning & Zoning Commission – Chairperson Jeff Rifkin called the meeting to order at 7:30 p.m.

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

Present: Chairperson Jeff Rifkin; Members Krishaan Anderson, Tom Barrett, Nancy Brooks, Peg Crockett, Doug Posey, Cathy Strubert. Absent: Member Jim Gehringer and Alderperson Kelly Larson [non-voting]

Administrators: Present: City Planning Consultant Ada Hood; Recording Secretary & and Communications Coordinator Jonathan Carey-Voris. Absent: City Clerk Angela McCormick, City Attorney Paul Martin / Katherine Moore

Others present:

CLP Resident and Applicant Kari Lomo (2225 Cleek Court).

Approve Agenda—Member Barrett moved and Member Strubert seconded the motion to approve the November 12, 2015 Agenda. The Commission unanimously agreed to approve it by voice vote.

Approval of September 11, 2014 P&Z / ARB Meeting Minutes—Member Barrett moved and Member Posey seconded to approve the September 11, 2014 Meeting Minutes. The Commission unanimously agreed to approve them by voice vote.

Architectural Review Board Meeting

Old Business—None

New Business

- A.** Petition of Kari Lomo for Architectural Review Board consideration and approval of the design and materials associated with a small addition and renovation project at 2225 Cleek Road with District C of the City of Crystal Lake Park.

Board member Tom Barrett noted that he has a conflict of interest in this project and will abstain from voting on it.

Ms. Hood sent an analysis Memo to the P&Z / ARB dated November 12, 2015. The Memo briefly summarized the project and recommended that the ARB approve the plans as submitted. The plans, application, and renderings were included in a digital packet that was sent to all members prior to the meeting.

Ms. Lomo reviewed her plan to remodel, convert the existing carport to a garage, add a small sun room, and enclose the entryway. She showed the plans for these projects and presented several renderings from different vantage points. She also showed a display board with sample materials, noting that, although they are all white, they will be painted to match the colors of their home. She also showed the landscaping plan. They will keep the mature maple and oaks and will add other plants such as yews, arborvitae, and green mountain boxwoods.

Discussion / Questions—The P&Z / ARB members were familiar with the Lomo residence and were very positive about the project. They agreed that this will be a very positive change in appearance and will also make their home more convenient by converting the carport to a garage.

Vote to Approve the Plan for 2225 Cleek Court—After a brief discussion, Chairperson Rifkin called for a motion to approve the Plan. Member Brooks moved and Member Strubert seconded a motion to approve this Petition as submitted.

Roll Call Vote: Chairperson Jeff Rifkin -Aye; Members Krishna Anderson -Aye, Tom Barrett – Abstain; Nancy Brooks - Aye; Peg Crockett - Aye; Doug Posey – Aye; Cathy Strubert –Aye; Member Jim Gehringer did not attend the meeting.

Chairperson Rifkin declared the motion passed.

B. Election of Officers for the P&Z / ARB—Chairperson, Vice Chair, Secretary

The current officers are: Jeff Rifkin, Chairperson; Jim Gehringer, Vice Chair; Nancy Brooks, Secretary.

After a brief discussion about the duties of these offices, Nancy Brooks agreed to chair the P&Z / ARB and Peg Crockett agreed to serve as Secretary. Jim Gehringer will remain as Vice Chair. The members unanimously approved this slate by voice vote.

Recording Secretary Carey-Voris will make these changes on the web site.

Vote to Adjourn the Meeting—There being no further questions or business before the P&Z/ARB, Member Posey moved and Member Strubert seconded a motion to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 7:50 p.m.

Next Meeting: The next meeting of the Planning & Zoning Commission / Architectural Review Board is tentatively scheduled for December 10, 2015, at 7:30 pm 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: _____
Recording Secretary, Jonathan Carey-Voris

ATTEST: _____
Architectural Review Board Chairperson, Nancy Brooks