



Agenda
City of Crystal Lake Park
Planning & Zoning Commission / Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, MO 63131
November 17, 2016 at 7:00 p.m.

Architectural Review Board Meeting

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

IV. Approve Agenda

V. Old Business

1. Continued from November 10, 2016: Petition of Prestige Custom Homes for Architectural Review Board consideration and approval of the design and materials associated with a new single family residence at 2159 East Drive within District D of the City of Crystal Lake Park.

2. Continued from November 10, 2016: Petition of David Griesedieck for Architectural Review Board consideration and approval of the use of vinyl siding at the residence located at 11934 Bedford Drive within District D of the City of Crystal Lake Park.

VI. 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 December 8, 2016, at 7:30 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
November 17, 2016 at 7:00 p.m.

Roll Call / Call to Order

Planning & Zoning Commission – Chairperson Nancy Brooks called the meeting to order at 7:00 p.m.

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

Present: Chairperson Nancy Brooks; Members Tom Barrett, Peg Crockett, Jim Gehringer, Doug Posey, Cathy Strubert, Alderperson CarolAnn Giovando [non-voting]

Absent: Liz Negrau, Jeff Rifkin

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

Absent: City Clerk Angela McCormick, City Attorney Paul Martin

Neither applicant attended the meeting.

Approve Agenda—Member Strubert moved and Member Gehringer seconded a motion to approve the November 17, 2016 Agenda. The Commission unanimously agreed to approve it by voice vote.

Architectural Review Board Meeting

Prior to the meeting, Ms. Hood e-mailed additional documentation to ARB members that were submitted by .J. R. Mayer, Jr of Prestige Homes. Electronic copies of them were posted on the CLP website prior to the meeting.

Old Business

1. Petition of Prestige Custom Homes for Architectural Review Board consideration and approval of the design and materials associated with a new single family residence at 2159 East Drive within District D of the City of Crystal Lake Park.
2. Petition of David Griesedieck for Architectural Review Board consideration and approval of the use of vinyl siding at the residence located at 11934 Bedford Drive within District D of the City of Crystal Lake Park.

1. Secretary Crockett read the Petition of Prestige Custom Homes for Architectural Review Board consideration and approval of the design and materials associated with a new single family residence at 2159 East Drive within district D of Crystal Lake Park.

Discussion— In the time between the two meetings, the Board received a material sample and additional information regarding this project. Mr. Mayer provided: a revised site plan (showing the rear swale), architectural plans (showing the revisions), and the landscape plan. In addition, he provided samples of the brick, siding and trim, roofing materials, and a drawing of the garage door

After reviewing the additional materials submitted, the Board agreed to the following conditions for approval of this project:

1. The installation of a silt fence during construction. Please be sure to observe all required measures to minimize noise, dust, trash and mud coming off the project site.
2. Tree preservation measures must be implemented to preserve all existing trees which may be impacted by your project. A tree preservation fence must be installed at the 1/2 drip-line distance of potentially impacted tree(s). Please be sure to prepare a tree preservation plan and submit it to John Morgan as part of your permit application.
3. Landscape shall be as per the landscape plan submitted for the November 17th ARB meeting.
4. Materials:
 - a. St. Louis Style color brick (as per sample left for John Morgan at Frontenac City Hall-with 5% black colored brick)
 - b. 5" lap vinyl siding .044 gauge minimum -Monterey Sand color
 - c. All trim to be Natural Linen in color
 - d. Applicant shall add trim banding along both side elevations along the second floor ceiling level.
 - e. Cambridge architectural grade shingle- color charcoal gray.
 - f. Applicant shall add two windows on the garage (north) side elevation and one window at the first floor level (it was suggested the bathroom) on the north elevation.
5. There was a condition added that required the garage to comply with section 404.040(2)(a)(7). However, that section of the code has been eliminated. So the height of the garage is fine as proposed and depicted on the plans.
6. No more than 18' of exposed concrete foundation.
7. Cedar wood deck (sealed) as per submitted plans
8. Driveway shall be tinted concrete (a complementary neutral color). Additional suggestion: Add stamped ribbon banding along edges of driveway.
9. Garage door style must match specification sheet submitted to the ARB on November 17th
10. Building maximum height shall not exceed 28 feet as measured from proposed average grade to highest point on structure.
11. Maximum height increase of padding/grade change for building footprint is 2' from existing grade.
12. Applicant will install a 1' (one foot) berm/swale along the rear yard parallel to the rear property line to slow down water sheet flow and help direct water flow to existing drain. Note: Applicant shall verify existing drain is functioning properly and can accommodate runoff. The 1' berm/swale is in addition to the swales depicted on the plans submitted.

Vote for Approval— At this point, Chair Brooks called for a motion to approve Prestige Custom Homes' plans and materials for a new home at 2159 East Drive. Member Barrett moved and Member Crockett seconded a seconded a motion to approve this petition with the conditions specified.

Roll Call Vote: Chairperson Nancy Brooks -Aye; Members Tom Barrett – Aye Peg Crockett - Aye; Jim Gehringer – Aye; Doug Posey – Aye; Cathy Strubert –Aye;

Chairperson Brooks declared the motion passed.

Ms. Hood will notify the applicant and notify Building Inspector John Morgan of the Board's decision.

2. Secretary Peg Crockett read the petition of David Griesedieck for Architectural Review Board consideration and approval of the use of vinyl siding at the residence located at 11934 Bedford Drive within District D in Crystal Lake Park.

Discussion—In the time between the two meetings, the Board received a material sample and additional information regarding this project.

In an e-mail sent to Ada Hood on November 15, 2016, Mr Griesedieck wrote: "I am happy to use the (.042) if that is what is required. I never stated I was using the (.040), it just happens to be the sample. I don't want the wider siding as my wife and I feel the one we picked is more appropriate for a cottage look. So we can use the (.042) or just leave it the way it is, and not side it at all. I have invested a lot of money in this house to keep it in the character of the neighborhood."

After a brief discussion, the Board noted the following conditions for approval:

1. "Vytec Nantucket" vinyl siding panels to be used: double 4" traditional clapboard style, .042 gauge min.
2. Siding panels to be Clipper Gray in color
3. Trim to be white
4. All exposed concrete foundation to be painted to match siding color

Vote for Approval— At this point, Chair Brooks called for a motion to approve David Griesedieck use of vinyl siding on 11934 Bedford Drive. Member Strubert moved and Member Gehringer seconded a motion to approve this petition with the conditions specified.

Roll Call Vote: Chairperson Nancy Brooks -Aye; Members Tom Barrett – Aye Peg Crockett - Aye; Jim Gehringer – Aye; Doug Posey – Aye; Cathy Strubert –Aye;

Chairperson Brooks declared the motion passed. Ms. Hood will notify the applicant and notify Building Inspector John Morgan of the Board's decision.

Additional Discussion: Member Peg Crockett noted that these projects should not have required two ARB meetings to approve them. Neither applicant was prepared with material samples and other required documentation such as a landscape plan, for example. Ms. Hood agreed and noted that this information is included on the ARB Application. She will review the application and work with City Clerk Angela McCormick to make any needed revisions to ensure applicants come prepared with material samples for their projects.

CLP resident Martin Long recently sent an e-mail to the ARB referring to a case when the ARB required his next door neighbor to use different colors in siding, trim, soffits, etc. Recording Secretary Carey-Voris researched this issue and found that this referred to resident Carolyn Rosenfeld's application for exterior renovations at 2130 Lakeview Drive. It was addressed at the May, 13, 2010 ARB meeting. Jonathan will send ARB members a link to the Minutes from that meeting:

http://www.crystallakepark.org/minutes/planning-zoning/archive/PZ-ARB-05-13-2010-web_doc.pdf

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 8:52 p.m.

Next Meeting: The next meeting of the Planning & Zoning Commission / Architectural Review Board is scheduled for December 8, 2016 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: _____
Recording Secretary, Jonathan Carey-Voris

ATTEST: _____
Planning & Zoning Commission / Architectural Review Board Chair, Nancy Brooks