



Agenda
City of Crystal Lake Park
Planning & Zoning Commission/ Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, MO 63131
November 8, 2012 at 7:30 p.m.

Planning & Zoning Commission / Architectural Review Board Meeting

I. Call to Order

II. Roll Call

III. Approve Agenda

IV. Approval of September 13, 2012 Planning and Zoning Commission / Architectural Review Board Meeting Minutes

V. Old Business

A. Landscape Plan associated with application to the Architectural Review Board for consideration and approval of the design and materials associated with a new home at 2115 Grandview within District D of the City of Crystal Lake Park.

B. Discussion regarding Design Guidelines including use of vinyl siding.

VI. New Business- None

VII. 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 13, 2012, at 7:30 p.m. at the Frontenac Municipal Complex.



**Minutes of the City of Crystal Lake Park, Missouri
Planning & Zoning Commission / Architectural Review Board
Frontenac Municipal Complex 10555 Clayton Road, St. Louis, MO 63131
November 8, 2012**

Call to Order

Planning & Zoning Commission – Chairperson Jeff Rifkin called the meeting to order at 7:35 p.m.

Planning and Zoning Commission (P&Z) / Architectural Review Board (ARB) members: Present: Chairperson Jeff Rifkin; Members Cathy Strubert, Nancy Brooks, Peg Crockett, & Jim Gehringer. Absent: Members Tom Barrett, Kevin Holland, Michael Preis, and Alderperson Kelly Larson [non-voting].

Administrators: Present: City Planner Ada Hood and Recording Secretary & Communications Coordinator Jonathan Carey-Voris. Absent: City Clerk Amy Cutrell, City Attorney Katherine Moore, and Building Inspector Neil Cantwell.

Others Present: Stefan Cooke, 2147 Oak Drive, St. Louis, MO.

Approve Agenda

Member Gehringer moved and Member Brooks seconded the motion to approve the November 8, 2012 Agenda. The Commission unanimously agreed to approve the November 8, 2012 Agenda.

Approval of September, 13, 2012 P&Z / ARB Meeting Minutes

Member Brooks moved and Member Crockett seconded to approve the September 13, 2012 Meeting Minutes. The Commission unanimously agreed to approve them.

Old Business -

1. Architectural Review Board's Review of Landscape Plan for a new home at 2115 Grandview.

The subject property is located in District D at the corner of Crystal Drive and Grandview. The lot measures 50 feet in width by 100 feet in depth for a total of 5,000 square feet. Provisional approval for a new home on this lot was granted at the September 13, 2012 ARB meeting. The builder was given approval to proceed with demolishing the existing structure and pouring the foundation. However, no framing could begin until the builder's Landscape Plan was reviewed and approved by the ARB.

At the time of this meeting, the existing home and detached garage had been demolished and the foundation was being dug.

Staff / City Planner Hood reviewed Mr. Cooke's Landscape Plan and suggested that the Board consider and incorporate the following suggestions, as part of any approval:

1. That all non-paved areas will be sodded (no seeding allowed); and
2. That two additional trees be installed; one on each street to replace the loss of street canopy; and
3. That plantings be added to the front perimeter of the home along Grandview; and
4. That the driveway feature stamped and colored concrete; and
5. That no more than 12" of exposed foundation be provided on any elevation.

Applicant Stefan Cooke, also a resident of 2147 Oak, presented his Landscape Plan devolved by Mossotti Landscape Contractors.

Mr. Cooke noted that power lines are an issue for this corner lot, but agreed to change the plants and trees as suggested. Planner Hood will prepare a marked-up copy of the Landscape Plan for the record.

At the September meeting, Mr. Cooke also agreed to sod the yard and that there would be no more than 12" of exposed foundation on any elevation.

Ms. Hood then brought up the issue of having the driveway feature stamped and colored concrete which was in the Staff recommendation she made at the September meeting. It was not clear to her if the approval granted then included using stamped and colored concrete.

There was a lengthy discussion about the pros and cons of using stamped and colored concrete and exposed aggregate for driveways in Crystal Lake Park.

Mr. Cooke plans to construct a standard concrete driveway and opposes using tinted concrete since it is difficult to get the color to match accent colors of the house. He also noted that it is difficult to shovel snow on these surfaces and using them doubles the cost of the driveway. He expressed concern that adding such costs would make the home over-priced for the neighborhood and make it difficult for a buyer to obtain a loan since banks consider the cost of a house in relation to the cost of other homes in the area. He also reminded the Commission of the real estate agent's mantra to never buy the most expensive home in any neighborhood.

Some Commission Members strongly favored requiring these materials for driveways in new construction. (Ms. Hood noted that this would not apply to current residents who are replacing their driveways.) Other Members were less adamant noting that the Design Guidelines are not requirements.

Resident Jonathan Carey-Voris noted that in our neighborhood standard concrete driveways look normal and should be allowed since driveway materials don't significantly add or subtract from the total house.

Member Gehringer noted that this discussion should have taken place at the September meeting since tonight's meeting was to address the Landscape Plan. In the end, it was determined that the approval granted in September was "as presented" and did not include the Staff recommendation about driveway materials.

After this discussion, Member Gehringer made a motion seconded by Member Brooks that the Landscape Plan be approved with Staff recommendations except for #4 regarding the driveway.

Members Cathy Strubert - aye, Nancy Brooks - aye, Peg Crockett – aye, Jim Gehringer - aye, and Chair Jeff Rifkin - aye. Chair Rifkin declared that the motion passed.

2. Continuation of the Planning and Zoning Commission's Discussion regarding including the use of vinyl siding in CLP's Design Guidelines

This discussion started at the P&Z's September meeting. At the end of that meeting, the P&Z asked Ms. Hood to propose a set of minimum standards for approving the use of vinyl siding. The Commission did not meet in October. City Planner Hood recommended the following additions to the Design Guidelines to specify when vinyl siding would be approved:

Ms. Hood summarized the information Architect Brian Smith from Gunn and Smith shared with the P&Z in September and presented a draft revision of this section of the Design Guidelines. These changes were discussed and Mr. Cooke provided details from a builder's perspective to clarify the wording.

Proposed wording:

Vinyl siding may be approved by the Architectural Review Board under the following conditions:

- .042 inches (minimum gauge)
- 5" maximum exposure
- Foam-backed if greater than 5" maximum exposure
- Fascia and band board trim must be customized for home/application

After this discussion, the Commission decided that the next step is to hold a Public Hearing on these changes at the January 10, 2013 P&Z meeting to solicit public opinion before making a recommendation to the Board of Alderpersons.

3. Incentivizing rear-entry or side-entry garages

At the September meeting, City Planner Hood said she would provide information on ways to encourage the use of rear-entry or side-entry garages in new construction. She shared information from Planners in Clayton and University City on this issue.

After a full discussion, the P&Z concluded that this is a very difficult issue given the size of lots in CLP and the fact that rear- and side-entry garages significantly reduce green space. It was decided that this should be considered at a future date.

New Business - None

Vote to Adjourn the Meeting

There being no further questions or business before the P&Z/ARB, Member Brooks moved and Member Strubert seconded a motion to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 8:50 p.m.

Next Meeting: The next meeting of the Planning & Zoning Commission / Architectural Review Board is tentatively scheduled for December 13, 2012, 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, Jeff Rifkin