



**Agenda
City of Crystal Lake Park
Planning & Zoning Commission / Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, MO 63131
September 11, 2014 at 7:30 p.m.**

Architectural Review Board Meeting

- I. Call to Order**
- II. Roll Call**
- III. Approve Agenda**
- IV. Approval of June 12, 2014 Architectural Review Board Meeting Minutes**
- V. New Business**
 - A. Architectural Review application from Michael Blaes, architect on behalf of Christenart, LLC, property owner, for consideration and approval of the design and materials associated with an addition to the existing home at 2150 Oak Drive within District D of the City of Crystal Lake Park.**
- VI. 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 October 9, 2014 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 Meeting
Frontenac Municipal Complex 10555 Clayton Road, St. Louis, MO 63131
September 11, 2014**

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 Krishna Anderson, Nancy Brooks, Peg Crockett, Jim Gehringer, Cathy Strubert, Absent: Tom Barrett and Alderperson Kelly Larson [non-voting]

Administrators: Present: City Planner Ada Hood; Recording Secretary & and Communications Coordinator Jonathan Carey-Voris. Absent: City Attorney Paul Martin; City Clerk Angela McCormick

Others present:

Douglas Posey (2216 Cleek Court). Mr. Posey was recently appointed to fill Michele Ryan's seat on the P&Z / ARB, but he has not been sworn in yet.

Ms. Christine (Tina) M. Lambert, Christenart LLC, 922 Elmont Lane, Saint Louis, MO 63126 Phone: (314) 808-0283; Fax: (314) 961-6926, tinlamb@sbcglobal.net

Art Hittler, Foreman, Christenart LLC, Phone: (314) 540-2094, art.hittler@att.net

Approve Agenda—Member Gehringer moved and Member Brooks seconded the motion to approve the September 11, 2014 Agenda. The Commission unanimously agreed to approve it.

Approval of June 12, 2014 P&Z / ARB Meeting Minutes—Member Brooks moved and Member Strubert seconded to approve the June 12, 2014 Meeting Minutes. The Commission unanimously agreed to approve them.

Architectural Review Board Meeting

New Business

- A.** To hear the application submitted by architect Michael Blaes* on behalf of Christenart, LLC, for consideration and approval of the design and materials associated with an addition to the existing home at 2150 Oak Drive within District D of the City of Crystal Lake Park.

*Michael Blaes, Architect, 643 Glen Road at Tuxedo Park Station, Webster Groves, Missouri 63119 (314) 968-9202 phone, (314) 963-1742 fax

Ms. Hood gave an overview of the Project presenting her Memo to the P&Z / ARB dated September 11, 2014. She called attention to the drawings submitted with the application and noted that the plans meet the set-back and other requirements for construction in District D.

- B.** Ms. Lambert and Mr. Hittler reviewed their plan to remodel and make an addition to the residence at 2150 Oak Drive. They plan to restore the house and maintain the cottage look. They showed the ARB samples of materials and colors. They plan to replace all of the windows and use LP SmartSide which is a very durable product (<http://www.lpcorp.com/smartside/>).

Discussion / Questions—The P&Z / ARB members asked questions about the materials and were very positive about the project. This house is one of the original cottages in CLP and the addition and restoration will be in character with other homes in CLP.

Vote to Approve the Plan for 2150 Oak Drive—After a brief discussion, Member Strubert moved and Member Crockett seconded a motion to approve this Petition as submitted.

Roll Call Vote: Chairperson Jeff Rifkin -Aye; Members Krishaan Anderson -Aye, Nancy Brooks - Aye; Peg Crockett - Aye; Jim Gehringer -Aye, Cathy Strubert -Aye

Chairperson Rifkin declared the motion passed.

Before adjourning, Member Crockett asked City Planner Hood about the slope of the driveway at the newly constructed home at 2115 Grandview Drive at the intersection of Crystal Drive. Ms. Hood said she would review the plans and discuss it with Building Inspector Neil Cantwell.

Ms. Crockett also asked if the ARB has the authority to reject a project if the builder has a record of poor performance. Ms. Hood said that she believed another municipality considered this type of action in the past, but their attorney advised against it.

Finally, Ms. Crockett asked if CLP or other municipalities have rules requiring contractors to show proof of insurance. She related a situation in Ladue where the driver lost control of a bull dozer and literally ran through a neighbor's home. The contractor did not have insurance and the owners of the damaged home are having problems collecting damages. Ms. Hood said that things like this would be part of the Building Permit process and that she would ask Mr. Cantwell about it. She noted that the people who come to the ARB are usually the home owners or architects and not the contractors or sub-contractors who will do the work. She said that she would let the Board know what the Mr. Cantwell tells her about these issues.

Vote to Adjourn the Meeting—There being no further questions or business before the P&Z/ARB, Member Strubert moved and Member Crockett seconded a motion to adjourn the meeting. The motion was unanimously approved and the meeting adjourned at 8:00 p.m.

Next Meeting: The next meeting of the Planning & Zoning Commission / Architectural Review Board is tentatively scheduled for October 9, 2014, 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