



Agenda
City of Crystal Lake Park
Planning & Zoning Commission/ Architectural Review Board Meeting
Frontenac Municipal Complex, 10555 Clayton Road, Frontenac, MO 63131
September 13, 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 July 12, 2012, Planning and Zoning Commission / Architectural Review Board Meeting Minutes

V. Old Business –None

VI. New Business

- 1. 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.**
- 2. Discussion regarding Design Guidelines including use of vinyl siding.**

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 October 11, 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
September 13, 2012**

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

Absent: Members Kevin Holland and Michael Preis.

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

Approve Agenda

Member Gehringer moved and Member Larson seconded the motion to approve the September 13, 2012 Agenda. The Commission unanimously agreed to approve the September 13, 2012 Agenda.

Approval of July 12, 2012 Planning and Zoning Commission Minutes

Member Barrett moved and Member Strubert seconded to approve the July 12, 2012 Meeting Minutes. The Commission unanimously agreed to approve them.

Old Business - None

New Business - Architectural Review Board

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. The existing home and detached garage will be demolished and a new two-story home with an attached garage will be built. The proposed home will measure 2,286 square feet in size with a building footprint of approximately 1,500 square feet. The application indicates the home will measure 30 feet in height. However, the necessary grade elevation at the curb is not provided to verify the height. As mentioned previously, the subject site is a corner lot and as such is required to provide a front yard setback of at least half the required distance along the second street frontage, but also ascertaining that there is at least 30 feet of building area. In District D, a 20 foot front yard setback is required. The applicant is providing a 20 foot front yard setback along Grandview, but is proposing only 10 foot front yard setback along Crystal. The 10 foot front yard setback along Crystal with the 6 foot side yard setback leaves well over 30 feet of buildable area.

Staff suggests the Board consider requiring additional setback along Crystal; up to 14 feet of front yard setback may be provided along Crystal and remain in compliance with the Code.

Comprehensive Plan: The proposed home is designed to incorporate similar architectural features as the homes recently approved and built on Crystal and Spring.

Zoning: In general the house is in compliance with the zoning regulations for District D, including the aggregate setback requirement of 50 feet.

Applicant Stefan Cooke, also a resident of 2147 Oak, presented sample materials.

Planner's conditions:

- Survey
- Additional setback along Crystal
- Siding eliminate exposed foundation – Mr. Cooke said he will have siding down to ground
- Non paved areas be sodded – Mr. Cook said it will be sodded
- Landscape plan –
- Plantings be added to front along Crystal and Grandview - Mr. Cooke will get some help on what to put in there
- Driveway feature stamped and colored concrete

City Planner Hood asked if the applicant would be willing to install ornamental trees; one on Grandview and two on Crystal. Mr. Cooke said yes, but he would need some help in determining type.

Member Crockett stated she didn't see a landscape plan to say what kind of bushes will be planted, what kind of trees will be installed. She thought she would be given a landscape plan and asked for specifics.

City Planner Hood stated the board can approve the remainder of the project and continue the landscape plan. She would like to nail down what kind of tree and what caliper (three-inch pin oak) will you be placing at the southwest corner. Mr. Cooke doesn't have an issue with the caliper but doesn't want to specify type of tree. Member Crockett said there are good trees and there are bad trees. She suggested paying for a landscape plan from a horticulturist to put a plan together for the best trees and shrubs.

Member Crockett made a motion, seconded by Member Gehringer to go into closed session for legal advice. Members Cathy Strubert - aye, Nancy Brooks - aye, Peg Crockett – aye, Jeff Rifkin - aye, Jim Gehringer - aye, Tom Barrett – aye. Members went into closed session.

After returning from closed session, Member Gehringer made a motion seconded by Member Crockett that the building materials of the house be approved but the applicant is not permitted to frame until landscape plan has been submitted and approved.

Members Cathy Strubert - aye, Nancy Brooks - aye, Peg Crockett – aye, Jeff Rifkin - aye, Jim Gehringer - aye, Tom Barrett – aye.

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

City Planner Hood asked Brian Smith, architect from Gunn and Smith, to discuss vinyl siding with the board. Mr. Smith stated, as an architect, I more concerned with form, function, and scale. As far as vinyl siding, there is a variation in quality. There is ability to write in certain standards. As a material, it's viable. The craftsmanship makes a difference. The Weil house used Hardy Board, which is the material he is used to working with. If you have a poorly-designed house, doesn't matter what is on it. But if you have a well-designed house, it will look fine to have vinyl. Installation and quality of the product is what is meaningful.

How does one properly regulate that? Review the product on an individual basis. Ask applicant to present the material and the brand. You can ask about the gage and the underlayment.

Member Gehringer asked for specificity. A minimum gage of .042 inches was discussed. Mr. Smith stated Dutch lap provides more rigidity, but that extra shape may not be as aesthetically popular. Lap should be held to 5 or 6 inches. Foam-filled lap vinyl siding provides much more rigidity. The wood today is so farmed, that it is dangerous and temperamental product. It's not as attractive but it's an economical choice.

Member Gehringer asked City Planner Hood to develop a list of minimum standards. Changes to design guidelines – City Attorney Moore suggested a public hearing.

At a future meeting, City Planner Hood will discuss incentivizing rear-entry or side-entry garage. It was noted, however, rear-entry or side-entry garages lose green space.

Vote to Adjourn the Meeting

There being no further questions or business before the P&Z/ARB, Member Gehringer moved and Member Crockett 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 October 11, 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: _____
City Clerk, Amy Cutrell

ATTEST: _____
Architectural Review Board Chairperson, Jeff Rifkin