



MEETING OF THE CITY COUNCIL  
CITY HALL, Fifth Floor  
6801 Delmar Blvd.  
University City, Missouri 63130  
**September 11, 2017**  
**6:30 p.m.**

**A. MEETING CALLED TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF AGENDA**

**D. PROCLAMATIONS**

**E. APPROVAL OF MINUTES**

1. August 14, 2017 Study session minutes
2. August 14, 2017 Regular session minutes
3. August 22, 2017 Special session minutes

**F. APPOINTMENTS to BOARDS & COMMISSIONS**

1. Roseann Benson and Robert Criss are nominated to the Storm Water Task Force by Mayor Welsch
2. Bobette Patton and Todd Thompson are nominated to the Storm Water Task Force by Councilmember Smotherson
3. Eric Stein and Tim Cusick are nominated to the Storm Water Task Force by Councilmember Crow
4. Gloria Nickerson and Mark Holly are nominated to the Storm Water Task Force by Councilmember McMahon

**G. SWEARING IN to BOARDS & COMMISSIONS**

1. Adam Staudt to be sworn in to the Green Practices Commission
2. Barbara Brain was sworn in on September 6<sup>th</sup> in the City Clerks' office.

**H. CITIZEN PARTICIPATION (Total of 15 minutes allowed)**

**I. PUBLIC HEARINGS**

1. Zoning Map Amendment to rezone the properties located at 7128-7138 Forsyth Boulevard from MR–Medium Density Residential District to PA– Public Activity District. (Case # PC 17-04)
2. Zoning Map Amendment to rezone the properties located at 7135-7139 Northmoor Drive from SR–Single-Family Residential District to PA– Public Activity District. (Case # PC 17-05)
3. Zoning Map Amendment to rezone a parcel located at 6668 Vernon (at Kingsland Avenue) from PD-M – Planned Development – Mixed-Use District to PD-R – Planned Development – Residential District for development of an assisted living & memory care facility. (Case # 17-09)
4. Liquor License for Irie Eat's Jamaican Restaurant L.L.C.

**J. CONSENT AGENDA**

**K. CITY MANAGER’S REPORT**

1. Memorial Justice Grant Program  
VOTE REQUIRED
2. ESM Social Media Marketing Proposal Approval  
VOTE REQUIRED
3. Conditional Use Permit – 1011 East Park Industrial Dr. and 6425 Maple Ave.  
VOTE REQUIRED
4. Emerald Ash Borer Tree Work  
VOTE REQUIRED
5. Leaf Collection Contract Approval  
VOTE REQUIRED
6. Liquor License - Irie Eat’s Jamaican Restaurant L.L.C.  
VOTE REQUIRED
7. Annual Order for Police Uniforms  
VOTE REQUIRED
8. City owned property at 7315 Olive Blvd.  
VOTE REQUIRED
9. IT Services  
VOTE REQUIRED

**L. UNFINISHED BUSINESS**

*BILLS*

1. **Bill 9321** – AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT **1351 NORTH HANLEY ROAD** FROM “PA” – PUBLIC ACTIVITY DISTRICT TO “HR” HIGH DENSITY RESIDENTIAL DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.
2. **Bill 9322 – REQUEST WITHDRAWAL**  
AN ORDINANCE APPROVING AN AMENDED FINAL DEVELOPMENT PLAN FOR PROPOSED REDEVELOPMENT TO CROWN CENTER FOR SENIOR LIVING LOCATED AT **8348-8350 DELCREST** DRIVE IN THE “PD-M” PLANNED DEVELOPMENT MIXED-USE ZONING DISTRICT.
3. **Bill 9323** - AN ORDINANCE AMENDING SCHEDULE III OF THE SECTION 355.100 OF THE TRAFFIC CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.
4. **Bill 9324** - AN ORDINANCE AMENDING SCHEDULE III OF THE TRAFFIC CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.
5. **Bill 9325** - AN ORDINANCE AMENDING SCHEDULE VII, TABLE VII-A – STOP INTERSECTIONS, CHAPTER 300 TRAFFIC CODE, OF THE UNIVERSITY CITY MUNICIPAL CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.

**M. NEW BUSINESS**

*RESOLUTIONS*

1. **Resolution 2017- 16** Resolution on Charlottesville  
*Requested by Councilmember Glickert and co-seconded by Councilmember Jennings and Crow*
2. **Resolution 2017- 17** Resolution for Voluntary Buyout Policy – Hafner Ct.
3. **Resolution 2017 – 18** Preliminary Development Plan – 6668 Vernon
4. **Resolution 2017 – 19** Budget Amendment #1 - FY2017-2018

**5. Resolution 2017 – 20 City Council Student Representative**  
*Requested by Councilmember Jennings and Mayor Welsch*

**BILLS**

- 6. BILL 9326** - AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 405, SUBDIVISIONS AND LAND DEVELOPMENT REGULATIONS, TO REVISE LAND DISTURBANCE TOTAL AREA REGULATIONS AS PROVIDED HEREIN.
- 7. BILL 9327** – AN ORDINANCE AMENDING SCHEDULE VII, TABLE VII-A – STOP INTERSECTIONS, OF CHAPTER 300 TRAFFIC CODE, OF THE UNIVERSITY CITY MUNICIPAL CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.
- 8. BILL 9328** – AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF PROPERTY AT 6668 VERNON AVENUE FROM “PD-M” PLANNED DEVELOPMENT-MIXED USE DISTRICT TO “PDR” PLANNED DEVELOPMENT-RESIDENTIAL DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.
- 9. BILL 9329** – AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF FOUR PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT 7128-7138 FORSYTH BOULEVARD FROM “MR” – MEDIUM DENSITY RESIDENTIAL DISTRICT TO “PA” PUBLIC ACTIVITY DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.
- 10. BILL 9330** – AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF TWO PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT 7135-7139 NORTHMOOR DRIVE FROM “SR” – SINGLE-FAMILY RESIDENTIAL DISTRICT TO “PA” PUBLIC ACTIVITY DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.

**N. COUNCIL REPORTS/BUSINESS**

1. Boards and Commission appointments needed
2. Council liaison reports on Boards and Commissions
3. Boards, Commissions and Task Force minutes
4. Other Discussions/Business

**a) Prop P Funds**

*Requested by Councilmembers McMahon and Glickert*  
**Discussion and Vote**

**O. CITIZEN PARTICIPATION (continued if needed)**

**P. COUNCIL COMMENTS**

**Q. ADJOURNMENT**





MEETING OF THE CITY COUNCIL  
CITY HALL, Fifth Floor  
6801 Delmar Blvd.  
University City, Missouri 63130  
**August 14, 2017**  
**6:30 p.m.**

**A. MEETING CALLED TO ORDER**

At the Regular Session of the City Council of University City held on the fifth floor of City Hall, on Monday, August 14, 2017, Mayor Shelley Welsch, called the meeting to order at 6:30 p.m.

**B. ROLL CALL**

In addition to the Mayor, the following members of Council were present:

Councilmember Rod Jennings  
Councilmember Paulette Carr  
Councilmember Steven McMahon  
Councilmember Terry Crow  
Councilmember Michael Glickert  
Councilmember Bwayne Smotherson

Also in attendance was Interim City Manager, Charles Adams, Assistant Fire Chief, David Crismon, Director of Community Development, Andrea Riganti, and City Attorney, John F. Mulligan, Jr.

**C. APPROVAL OF AGENDA**

Councilmember Glickert moved to approve the agenda as presented, it was seconded by Councilmember Smotherson and the motion carried unanimously.

**D. PROCLAMATIONS**

1. Councilmember Smotherson presented Melcine Henderson with a Proclamation in recognition and appreciation of her longtime commitment to the community and various organizations such as the Police Focus Group, U City Township Democratic Club, Partridge Heights Neighborhood Association, Traffic Commission, and the Arts and Letters Commission's Starlight Concerts.

**E. APPROVAL OF MINUTES**

1. June 19, 2017, Study session minutes were moved by Councilmember Jennings, and seconded by Councilmember Carr and the motion carried unanimously.
2. July 10, 2017, Regular session minutes were moved by Councilmember Jennings, and seconded by Councilmember Smotherson and the motion carried unanimously, with the exception of Councilmember McMahon who abstained from the vote.
3. July 31, 2017, Special session minutes were moved by Councilmember Jennings, and seconded by Councilmember Carr.

Councilmember Carr stated based on her review of the audio tape the word "*legible*" should appear on page E3-4, in the third paragraph.

She then expressed her appreciation for the creation of these minutes which provide an excellent historical account of the City's business transactions.

Voice vote on the motion to approve the minutes as amended, carried unanimously.

**F. APPOINTMENTS TO BOARDS & COMMISSIONS**

1. LaTrice Johnson is reappointed to the Library Board by Mayor Welsch. Seconded by Councilmember Glickert and the motion carried unanimously.
2. Rosalind Williams and Garry Aronberg are nominated to the Storm Water Task Force by Councilmember Carr. Seconded by Councilmember Smotherson and the motion carried unanimously.

Mayor Welsch noted that since these appointments are by choice, perhaps Council should discuss whether there is a need to go through the approval process.

3. Barbara Brain and Adam Staudt are nominated to Green Practices by Councilmember Jennings. Seconded by Councilmember Smotherson and the motion carried unanimously.

**G. SWEARING IN TO BOARDS & COMMISSIONS**

1. Aleta Porter Klein was sworn into the Library Board on July 19th, in the Interim Clerk's office.

**H. CITIZEN PARTICIPATION (Total of 15 minutes allowed)**

**Elsie Glickert, 6712 Etzel, University City, MO**

Mrs. Glickert stated the recent City Council Minutes brought to her attention that several members of Council were challenging the Mayor's role. The Charter adopted a Council/Manager form of government in 1947, wherein the Mayor has always acted as the spokesperson for City Council and the City, taking the bows and the bruises. She stated it has also come to her attention that four-sevenths of the members on City Council are now in the back pockets of the Firefighter's Union. A Union that is not interested in ethical candidates; has never been in favor of City Council, and whose mission has been to destroy this City's government. Mrs. Glickert stated that some of the people they have supported have had traffic tickets waived or dismissed, been taken to court for refusal to pay a contractor, and have not paid their State Income Taxes for several years. So from her perspective, people who live in glass houses should not throw stones. It's time to stop knit-picking and begin to focus on the work that needs to be done.

**Sandra Lowes, 7425 Teasdale, University City, MO**

Ms. Lowes inquired about what, if any, action was being taken with respect to Infill housing and builders who have obtained variances that have resulted in new homes which do not appear to follow the City's code. She stated that three Infill homes have recently been constructed on Washington, and the one that is currently under construction has a setback that extends 10 feet further than the surrounding homes. However, her recollection is that a number of years ago when Infill houses started appearing residents expressed their disapproval of these huge homes being built in their neighborhoods and worked hard to establish specific ordinances to prevent this kind of thing from happening. Yet, calls to Planning and Zoning have provided residents with no tangible results.

So she would urge Council to look into what is going on because these kinds of variances are not fair to the homeowners who have lived in and supported these neighborhoods throughout the years.

**Pamela Guillot, 7421 Teasdale, University City, MO**

Ms. Guillot expressed her concerns about the variances being granted for Infill housing and questioned why the City's zoning laws were not being followed?

**Kristine Hendrix, 1205 Mayer, University City, MO**

Ms. Hendrix, representative for the Board of Education, presented the following update:

- Overview of restorative justice; a program being introduced into the U City school system that examines a *restorative justice* approach to discipline, was presented at the August Board Meeting by the Director of Student Services and Innovation.
- The FY2017/2018 contract for restructuring the Technology Department was executed, resulting in a savings of approximately \$90,000.
- Discussion of a letter to MSD outlining the Board's concerns associated with Project Clear. Copies of this letter can be obtained by contacting Della.
- School starts on August 15th. Council and the entire community's support are encouraged as the District kicks off Learning Reimagined; a forward thinking holistic approach that prepares students in three areas - Humanize, Personalize and Problematize.

**I. PUBLIC HEARINGS**

**1. Liquor License for the Mad Crab Restaurant**

Mayor Welsch opened the Public Hearing at 6:50 p.m. Hearing no requests to speak the hearing was closed at 6:50 p.m.

**2. Zoning Map Amendment to rezone the property at 1351 N. Hanley Road (former Nathaniel Hawthorne School) from PA-Public Activity District to HR-High Density Residential District. Case # PC 17-06**

Mayor Welsch opened the Public Hearing at 6:51 p.m.

Citizen's Comments

**Matt Masiel, 1759 Fawn Ridge, Des Peres, MO**

Mr. Masiel, the developer of this site, expressed his appreciation for Council's consideration of his request. He then provided a summary of the Site Development Plan:

- Conversion of the elementary school into 37 non-income restricted apartments and 10 market rate townhomes
- Expansion of existing green space
- Incorporation of the site as a part of the community
- State and Federal Historic Tax Credits will be used to assist in the development of the site

Mr. Masiel informed Council that he had already met with some of the community nonprofits, who have expressed their approval of these plans.

**Rosalind Williams, 7408 Chamberlain Avenue, University City, MO**

Ms. Williams stated she was here on behalf of WITH, an organization that advocates for inclusionary neighborhoods by working to disrupt concentrated poverty. She stated in the past, her organization has expressed concerns about the addition of income restricted housing in the 3rd Ward. However tonight, WITH would encourage Council to approve this request for rezoning; only after a thorough understanding of the hard project that is anticipated to ensure this development has been obtained.

Hearing no additional requests to speak, Mayor Welsch closed the Public Hearing at 6:55 p.m.

3. Amendment of the Final Development Plan for an existing "PD-M" Planned Development – Mixed-Use District for a proposed redevelopment of the existing multi-family senior housing development on the property located at 8350 Delcrest Drive (Crown Center for Senior Living). Case # PC 17-07

Mayor Welsch opened the Public Hearing at 6:55 p.m.

Citizen's Comments

**Dan Wald, 6470 Ellenwood, St. Louis, MO**

Mr. Wald, the owner of Delcrest Plaza, stated he received his first notice from the City about this request one week ago. And when he called the City's Planning Department in response to the notice, he was informed that staff had recommended approval of the construction of a new building and that he had not been notified of prior meetings related to the variance because the City did not send out notices to neighboring properties. However, today he received a call from Crown Center and learned for the first time that their plan is to build a four-story building which will be located 10 feet to the north of his building. Mr. Wald stated he found all of this information to be incredible considering the huge impact this new development will have on his building and tenants. Nevertheless, something Council should give consideration to is the fact that the Crown Center is tax exempt and pays no real estate taxes. His building is not tax-exempt, and since purchasing this property in 2001, he has paid over 2 million dollars in property taxes.

Mr. Wald stated he is considering a sale of his property wherein the building would be demolished and replaced with a hotel. And while there is no guarantee that this sale will go through, he is pretty certain that this is not the view Crown Center has in mind. So, at this time he would ask that Council postpone taking a vote on this project until he and the other affected property owners have had time to study the impact of this plan.

Hearing no additional requests to speak, Mayor Welsch closed the Public Hearing at 6:57 p.m.

4. Liquor License for the Gatesworth.

Mayor Welsch opened the Public Hearing at 6:58 p.m., and hearing no request to speak the hearing was closed at 6:58 p.m.

**J. CONSENT AGENDA**

**K. CITY MANAGER'S REPORT**

1. Approve Liquor License the Mad Crab Restaurant.

Councilmember Glickert moved to approve, seconded by Councilmember Jennings and the motion carried unanimously.

2. Fire Department Utility Truck Replacement.

Councilmember Jennings moved to approve, it was seconded by Councilmember Smotherson.

Councilmember Carr questioned whether Council had received the mileage information requested at the last meeting? Mr. Adams informed Councilmember Carr that Assistant Fire Chief, David Crismon was in attendance to present Council with the requested information.

Chief Crismon stated the current mileage on the 2004 Chevrolet Silverado utility truck is 71,217.

Mr. Adams asked Chief Crismon if he would elaborate on why the Department is seeking to replace this truck. Chief Crismon stated that in order to adequately prepare for emergencies associated with the Loop Trolley; the Department was required to purchase new safety and rescue equipment that could accommodate the Trolley's weight and size. The Department's current equipment is inadequate and the new equipment cannot be transported on fire trucks. So based on the age of the existing truck and the need to house this equipment on a truck with a utility bed, the Department thought this would be a good time to ask for a replacement.

Councilmember Crow asked whether the decision to purchase this new equipment had been determined by the Fire Department? Chief Crismon stated the determination had been made by the Department, and the request for a replacement became evident after learning that St. Louis City uses a heavy rescue truck to carry their equipment. He stated although this only required the purchase of a minimal amount of equipment, the problem is related to its size and the Department's inability to transport it. Chief Crismon stated he would hate to have an incident occur within the city limits and be forced to wait on St. Louis City to respond.

Voice vote on the motion to approve carried unanimously.

3. Site Plan for 7860-7864 Olive Blvd; (All Nations Church).

Councilmember Jennings moved to approve, it was seconded by Councilmember Glickert and the motion carried unanimously.

4. Site Plan for 829 N Hanley; (The Journey Church).

Councilmember Glickert moved to approve, it was seconded by Councilmember Jennings and the motion carried unanimously.

5. FY16 Flood Mitigation Assistance grant for Hafner Court Apartments.

Councilmember Glickert moved to approve, it was seconded by Councilmember Carr.

Councilmember Carr questioned whether Council was effectively authorizing the City Manager to accept the FEMA funding for the buyout of Hafner Court Apartments? Mr. Adam stated that is the authorizing he is seeking.

Voice vote on the motion carried unanimously.

6. Preliminary Funding Agreement with the U City L.L.C.

Councilmember Carr moved to approve, it was seconded by Councilmember Smotherson and the motion carried unanimously.

7. Approve Liquor License for the Gatesworth.

Councilmember Glickert moved to approve, it was seconded by Councilmember Jennings and the motion carried unanimously.

**L. UNFINISHED BUSINESS**

*BILLS*

1. **Bill 9320**—AN ORDINANCE AMENDING CHAPTER 110 OF THE UNIVERSITY CITY MUNICIPAL CODE, RELATING TO ADMINISTRATION, BY REPEALING SECTION 110.040 THEREOF, RELATING TO **DISCLOSURE OF CONFLICTS OF INTEREST**, AND ENACTING IN LIEU THEREOF A NEW SECTION TO BE KNOWN AS “SECTION 110.040 DISCLOSURE OF CONFLICTS OF INTEREST. Bill Number 9320 was read for the second and third time.

Councilmember Carr moved to approve, it was seconded by Councilmember Glickert.

Roll Call Vote Was:

**Ayes:** Councilmember Carr, Councilmember McMahon, Councilmember Crow, Councilmember Glickert, Councilmember Smotherson, Councilmember Jennings and Mayor Welsch.

**Nays:** None.

**M. NEW BUSINESS**

*RESOLUTIONS*

1. **Resolution 2017- 13** MSD’s Sewage Tank Project

*Requested by Councilmember Smotherson and seconded by Councilmember Carr.*

Councilmember Smotherson stated this is a detailed Resolution which contains everything from the history of MSD's proposed project, to the presentation that was made on May 22nd during a Council Study Session. It also affirms Council's position to reject the two options presented and asks that this administration be allowed to play a role in the decision-making process that significantly impacts this City.

Councilmember Carr stated, more importantly, this Resolution asserts that Council has repeatedly asked MSD to partner with U City, and symbolizes the City's official statement regarding its willingness to work with them in order to reach a mutually agreeable solution.

Mayor Welsch stated she had a number of concerns, and as a result, has not decided whether she will support this Resolution.

- In June, Councilmember Jennings announced his intent to draft a Resolution rejecting the two options that the full Council could support, and thereafter, Councilmember Smotherson expressed his desire to work with Councilmember Jennings. Since that time, she has made multiple inquiries to determine when this Resolution would be available and on multiple occasions, Councilmember Jennings informed her that Councilmember Smotherson had asked for more time. However, last week Council's packet included this very lengthy Resolution, where Councilmember Jennings' name was conspicuously absent and replaced with the name of another Councilmember from Ward 2. In her opinion, this shows blatant disrespect to a member of this Council and the probability of attempting to politicize this issue.
- The tone of the Resolution appears to be combative which does not bode well if the City's intent is to set the stage for harmonious negotiations with MSD in the coming months. It gives the impression that no discussions have taken place and no supplemental options have been brought forward, such as Councilmember Jennings' suggestion to build smaller tanks throughout the watershed.
- Although the City has not provided MSD with a timetable to complete a given task, this Resolution recurrently gives the impression that one is in place, i.e., public participation, reducing adverse impacts, and presentation of a modified plan. So, while her belief is that MSD should be doing these things, a timetable should first be established before questioning their nonperformance.
- Page M1-5 of the Resolution states that the first time any member of Council new about this proposed project was May of 2017. This, in her opinion, is a blatant falsehood. Anyone who was a member of Council in 2015 was informed about this project when the former City Manager, Lehman Walker shared a document he had received from MSD. As stated in this document, the assumption was that U City would decline the 3.3. Million dollar FEMA grant and that perhaps, MSD could assume control of this funding. But, as this Council was informed on August 10th, such action would not have been allowed.
- A short time ago, Mr. Adams notified Council of MSD's desire to meet with this body and start the process over, from the beginning. Council has also been notified that MSD is reviewing all of the options previously suggested, to include Councilmember Jennings' proposed plan.

Mayor Welsch stated that in her opinion, only a few of the paragraphs contained within the Resolution are necessary to serve the City's purpose and intent to establish a cohesive partnership. Therefore, she feels it would behoove Council to delay consideration of this Resolution until after they have met with MSD. So, although she is willing to listen to this entire discussion before making a final determination, her priority is to take the heat out of these conversations and initiate real conversations that culminate in the elimination of raw sewage flowing into River Des Peres.

Councilmember Jennings stated the importance of honoring his word was a virtue instilled in him at a very early age. And given the fact that this is not about him, and he has given his word to diligently represent the interest of his constituents, he would be willing to vote in favor of this Resolution. After being afforded the opportunity to have several conversations with MSD, he does believe they are interested in negotiating. So he too is concerned that the tone of this Resolution might be perceived as the City's attempt to draw a line in the sand. But something else he was taught is that a house divided cannot stand. So, his hope is that this Resolution will be presented to MSD with the full support of each member of Council.

Councilmember Glickert stated although he does believe this is a good Resolution, he would like to delay taking a vote based on the potential impact the FEMA Grant may have on the City's future negotiations with MSD, and the upcoming meeting that has been scheduled between Council and MSD. His belief is that Council should wait to evaluate the outcome of these two events before issuing the Resolution.

Councilmember Crow commended his colleagues for their hard work and informed his colleagues who expressed concerns with portions of the Resolution, that this is the venue where any amendments should be made. After having several open conversations with MSD's Trustees and staff, he understands that this is going to be a complicated process, and does not believe there is anything wrong with setting out the parameters of what is, and is not, acceptable to this City. He also does not believe that MSD will be surprised by the receipt of this Resolution and that it could prove to be beneficial in helping them gain a better understanding of exactly how to move forward.

Councilmember Crow stated one member of Council has had more time to work on this project than anyone else. And to now suggest that the tone of this Resolution is counterproductive, in his opinion, is disrespectful. He stated that he also believes that the two issues associated with MSD and FEMA have been bifurcated, and that Council's approval of this grant will have no impact on its negotiations with MSD. So he truly hopes that this Resolution will garner either full or a significant majority of support.

Councilmember Carr stated after reviewing the 2015 emails from Mr. Walker several times, she concluded that the discussion was about Mendell Drive and the suggestion to take soil samples. So even though the Mayor knew about this in 2014, the emails provided to Council contained nothing at all about sanitary waste or MSD's proposal to build underground storage tanks. And if necessary, she would be happy to make them a part of the record.

Council's approval of the FEMA Grant accomplishes nothing more than the removal of 100 buildings in Hafner Court, that this City, County Councilmember Hazel Irby and Congressman Lacy Clay have been begging and pleading to have removed from the five-year flood plain. MSD's project does not deal with flooding. But on the other hand, what the removal of these buildings does say to MSD is that if they want to negotiate with the City they will also have to talk about their intended use for this property. Although the rumor today is that they may be seeking a different alternative.

Councilmember Carr concluded by stating once again, for the record, that the first time she became aware of MSD's project was on May 19, 2017, when she received her Council packet in the mail.

For the record, Mayor Welsch stated Councilmember Carr's comment that she knew about this project in 2014, is not only incorrect but a prevarication.



Councilmember McMahon stated the way he views all of this, is this Resolution pales in comparison to the tone projected by residents who attended the meeting held on Olive. Therefore, he does not believe they will be shocked or upset to learn that the City is not pleased with the options they have presented. He stated his impression is that for whatever reason, MSD had a belief, on May 22nd, that this was going to be a walk in the park. That was not the case, and they certainly do not want to be involved in a situation where they are viewed as forcing something on a community. So their option at this point in time is to come back to the table and have a discussion rather than a one-sided conversation.

Mayor Welsch stated she does not think any member of Council was pleased with the presentation on May 22nd. And she would be happier if the Resolution relayed the sentiments expressed by Councilmember McMahon. But in the spirit of cooperation, she would like to make a motion that Council edits this Resolution by excluding all but the following:

1. The last three paragraphs on page 3, which sets forth details about the project;
2. The fifth full paragraph on page 4, which states, *"Whereas, the City Council requests that MSD work cooperatively with U City staff, residents and other interested persons to find an acceptable solution; and Whereas, U City cannot effectively study the project and offer alternative solutions without all relevant information; and Wherefore, be it resolved, that U City rejects the two project options presented by MSD."* The motion was seconded by Councilmember Jennings.

Mayor Welsch stated she told Mr. Adams earlier today that she felt like this was the first lobe in a lawsuit. And if that should happen to be the case, then the full Council should have been brought in on the discussions with Mr. Mulligan.

Councilmember Crow asked the Mayor if she had the authority to make such a motion? Mayor Welsch stated that although it is not a practice she exercises regularly, she does have the authority to do so.

Councilmember Carr informed Mayor Welsch that it had been difficult to follow her motion, and suggested Council go through the Resolution point by point, voting on each one separately, or that she repeat the motion a little slower, drawing attention to what was being included or excluded.

Mayor Welsch repeated the following proposed inclusions:

1. The bottom of M1-5: *"Whereas, at the Study Session on May 22, 2017, MSD informed City Council and the public, for the first time, about Project Number 11992, and presented two site plan options; both in residential areas near Hafner Court, and told the City Council that they wanted Council to select one of these options by the end of June 2017; and*
2. *Whereas, the first option is in an area of approximately 6 acres where 31 residential parcels would either be voluntarily purchased by MSD or condemned and involuntarily taken by MSD, and two sewage tanks would be constructed, each having a capacity of 4.6 million gallons; 35 feet above-ground; 13 feet below ground; 180 feet wide, together with connecting sewers, a pump station, a control building and an odor control unit; and*

3. *Whereas, the second option is an area of approximately 4 acres, where 20 residential parcels would either be voluntarily purchased by MSD or condemned and involuntarily taken by MSD, and two sewage tanks would be constructed, each having a capacity of 4.6 million gallons; 35 feet above-ground; 13 feet below ground, and 180 feet wide, together with connecting sewers, a pump station, a control building, and an odor control unit; and*
4. *Whereas, the City Council requests that MDS work cooperatively with U City staff, residents and other interested persons, to find an acceptable solution; and*
5. *Now, therefore be it resolved that the City Council rejects the two project options presented by MSD on May 22, 2017, as not in the best interest of U City, and would request that MSD work cooperatively within U City staff, residents and other interested persons, to find an acceptable solution fully supporting the NAACP's request to the EPA to investigate environmental justice issues concerning the project, and request that MSD change its position on U City's codes and regulations and agree to comply with them."*

Mayor Welsch stated she was under the impression that once Council accepted the FEMA grant nothing that would impede the flow of flood waters could be built on the land. And if that is the case, it would appear as though portions of MSD's project as currently presented would not be possible without the Hafner Court land.

Councilmember Smotherson stated although he understands what the Mayor is asking in terms of her suggestions he thinks it is important for the Resolution to retain the historic references so that everyone realizes exactly how the process evolved.

Mayor Welsch stated in deference to Councilmembers Smotherson and Jennings, who she knows feel strongly about this, she would withdraw her motion and vote in favor of the Resolution.

Voice vote on the motion to approve the Resolution as presented carried unanimously.

*Introduced by Councilmember Carr*

2. **Resolution 2017- 14** Resolution for Fiscal Year 2016-2017- Budget Amendment # 7. It was seconded by Councilmember Crow and the motion carried unanimously.

*Introduced by Councilmember Smotherson*

3. **Resolution 2017-15** City Council's censure of Councilmember Michael Glickert. *Requested by Councilmember Smotherson and seconded by Councilmember Carr.* It was seconded by Councilmember Carr.

Councilmember Smotherson stated this Resolution was drafted to ensure that everyone understands the responsibilities associated with being a member of City Council; that each member will be held accountable for their actions and residents can be reassured that certain behaviors will not be tolerated. He stated that the Resolution does not reflect anyone's individual opinion and is based solely on the transcript that was produced outlining the court case and conviction handed down by St. Louis County.

Councilmember Glickert informed everyone in attendance that there had been no conviction in his case.

## Citizen's Comments

### **Jen Jensen, 706 Pennsylvania, University City, MO**

Ms. Jensen stated that the term censure means the formal disapproval of angry delegates offering a resolution of censure against the offender. Therefore, she cannot support this Resolution to censure Councilmember Glickert. He has apologized to Mr. Stewart, Council, and the citizens of U City, so why is this Council still so angry? She stated it's time for the members of this body to put this incident behind them and get on with the real business of U City, such as permanent housing for the Police Department, MSD, street repairs and the hiring of a new City Manager. Ms. Jensen asked Council to vote no, and let this be the beginning of their healing process.

### **Greg Pace, 7171 Westmoreland, University City, MO**

Mr. Pace stated while he would certainly agree that Councilmember Kraft should have been censured for his use of inappropriate language towards a citizen and that Councilmember Crow's censure was inappropriate, Council's attitude of I've gotcha, which is coming from both sides, is simply wrong.

Councilmember Smotherson mentioned how accurate this Resolution is, but if you go to Case.net you'll see that it says, "*Unsupervised probation*," rather than two-year probation to be supervised by the St. Louis County Department of Justice. The Resolution also states that "*Council cannot let its citizens be harmed*," but if Mr. Stewart had actually been harmed Councilmember Glickert would have been charged with a totally different offense.

Mayor Welsch cautioned the audience about the need to remain quiet and respectful while citizens were addressing Council.

Mr. Pace stated he tries to go issue by issue, rather than be on one side or another, but he has never interrupted or booed a speaker in spite of the fact that he may have wholeheartedly disagreed with their comments.

The Resolution also states on multiple occasions, that Councilmember Glickert was acting in his capacity as a public official. But neither the City's Charter nor Council's Rules talk about a member's attendance at a public meeting being an act sanctioned by the City, which therefore requires them to behave and communicate in an official capacity. So if this Council reaches the conclusion that Councilmember Glickert was acting in his official capacity that means no matter where you are or what you are doing, it would be in an official capacity. Mr. Pace stated this facet of the Resolution seems to be overstated and pushed to the limit. The Judge's final adjudication of a SIS indicates that he threw out the jury's findings and acknowledged that Councilmember Glickert had not crossed the threshold for the crime he had been charged with. So, all of these factors should be taken into consideration.

## Council's Comments

Referencing Ms. Jensen's comments, Councilmember Crow stated he actually believes the first two hours of this meeting have painted a clear picture of this government at work. MSD was thoroughly addressed; in the past two years, this Council has put more money into street repairs than any other Council, and the search for City Manager is on-track.

Councilmember Crow stated the court transcript depicts the Judge as saying "*I am here by placing the Defendant, Michael Glickert, on probation for two years, to be supervised by the St. Louis County Department of Justice Services*". Councilmember Glickert states during his trial, "*I was there as a public official to hear a report*".

And more importantly, an email submitted to Council on June 18, 2014, from Councilmember Glickert, reads as follows: *"It has come to my attention that charges have been filed following a physical and verbal assault that occurred after the Special Session meeting last Monday evening against the son of a fellow U City Councilperson, and verbal assault against his wife; actions apparently corroborated by two eyewitnesses. I really hope my fellow Councilmembers share my firm belief that there is no place for violence, harassment or threats; verbal or physical, of any kind; not only in politics, but in any public discourse. It is every person's individual right, no matter their race, religion or creed, to agree or disagree with someone's view, beliefs, or opinions, but what happened last Monday night is not only saddening but very upsetting. It is my fervent hope that in the future we can have a peaceful and democratic discussion about the current issues at-hand, as there is no progress to be made with assaults, be it physical or verbal. As a lifetime citizen of U City, I am glad to see the community so involved, and I can only hope we will be held to a higher standard than resulting to threats and violence."* So if there's still a question in anyone's mind as to why this needs to be done, they should refer to one of the quotes from Councilmember Glickert, himself.

Councilmember Carr stated in 2011 she stood at the podium and asked the Mayor to rise to leadership and not censure Byron Price. She asked again, for the same thing in December of 2015 and January of 2016, when Councilmember Crow was being censured. Yet, as Mr. Pace alluded to, had Councilmember Kraft been censured she would venture to say that he would still be sitting on this dais. Because it was the people who voiced concerns and ultimately decided that they had had enough of the behaviors exhibited by members of Council and the Mayor. So while this is not about retaliation, and no punishment has been affixed, this Resolution sends a message to every member of Council that they cannot limit the content of anyone's speech, and cannot use physical force to do it. And if there are no consequences for this type of behavior, then what's the point of even having Council Rules?

Councilmember McMahan stated losing your control in the heat of the moment is something that can happen to anybody. But this Resolution isn't about City Council's ability to heal it's about a healing that needs to take place between the residents of this community and Council. Councilmember McMahan stated during his first Council meeting he was accused by Councilmember Jennings of being involved in a lynching. However, it was nothing that he held against him because he has an opinion and is entitled to express it. And in spite of that comment, he has continued to work with Councilmember Jennings and does not hold anything against him. So, in his opinion, this vote is about healing together, closing the chapter and moving on. Because if nothing is done, then all of these emotions will just continue to linger.

For the record, Mayor Welsch stated that although she did not censure Councilmember Price or Councilmember Kraft, she had issued letters of reprimand to both parties.

She stated that Mr. Pace covered what she viewed as the mistakes in this Resolution. Councilmember Glickert apologized to Mr. Stewart; Mr. Stewart accepted his apology and that should have been the end of it. And if members of this Council felt so strongly about the need to censure Councilmember Glickert, then they should have brought this action at the time of the incident.

Mayor Welsch stated in her opinion, these actions are not being taken for the purpose of satisfying the residents of U City, but instead, to satisfy personal political agendas.

So she finds this whole scenario to be unprofessional, embarrassing and a sad day for this Council. In fact, it is the kind of pettiness that will put U City back in the news in a negative fashion. But, she has also come to believe that there are those on this Council who seem to relish bad publicity.

Councilmember Carr stated once again, she is put in the very uncomfortable position of correcting the Mayor. But she believes that if you check the minutes from February of 2011 and January of 2017, what you will find is that the Mayor voted yes, to censure both of these individuals. And if there is a need for her to produce those records, she will be happy to do so.

Roll Call Vote on the Motion to Approve the Resolution Was:

**Ayes:** Councilmember Carr, Councilmember McMahon, Councilmember Crow and Councilmember Smotherson.

**Nays:** Councilmember Glickert, Councilmember Jennings, and Mayor Welsch.

### *BILLS*

*Introduced by Councilmember Jennings*

4. **Bill 9321**—AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT **1351 NORTH HANLEY ROAD** FROM “PA” – PUBLIC ACTIVITY DISTRICT TO “HR” HIGH DENSITY RESIDENTIAL DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY. Bill Number 9321 was read for the first time.

### Citizen's Comments

Natalie Sucic, 7512 Canton Avenue, University City, MO

Ms. Sucic stated she has had the opportunity to review some of the documents associated with this project, as well as speak with some of her neighbors, and would like to express the following questions and concerns:

1. If the developer is unable to sell or maintain these apartments/townhomes at a market rate will he resort to utilizing low-income housing to offset the vacancies?
2. Screaming Eagle has only been in existence for one year, and as a result, she was unable to locate any information on the company's history and their quality of workmanship.
3. What criterion was utilized by the City to select this brand new company?
4. Will local contractors be utilized to build this development?
5. There is a potential that when the two-story townhomes are built she will not only be forced to view these 45-foot structures from her backyard, but have the occupants looking down into the back of her home.
6. Since the townhomes are estimated to take up 12,518 square feet and there will be 18,000 feet remaining once the apartments are completed, perhaps, a possible alternative would be to use the remaining space inside the school to build the townhomes.
7. Is there a possibility that the townhomes could be eliminated altogether and allow residents to maintain the privacy they have invested in?

Ms. Susic stated she specifically purchased this property because it backed up to a retaining wall and was in a quaint neighborhood located close to a park. But since the announcement of this development residents have decided to abate any plans for improvements to their homes because of their uncertainty about how it will impact their property values. Ms. Susic stated zoning the area as high density, by definition, is designed to protect and conserve areas of predominantly multi-family apartments built at relatively high densities. But who is going to protect and conserve her single family neighborhood that she has invested in? So, her hope is that Council will take some of these concerns into consideration before voting on this matter.

**Dave Belgt, 7508 Canton Avenue, University City, MO**

Mr. Belgt adopted Ms. Susic's comments, adding that many residents believe this invasion of privacy, increased traffic, and human activity, will have a negative psychological and economic impact on their community.

Councilmember Jennings asked the Mayor if Mr. Masiel could be provided with an opportunity to talk about his development and address some of Ms. Susic's concerns? Mayor Welsch informed Councilmember Jennings that his request was not appropriate at this point in time, but he would be allowed to do so during the Council Comment portion of the agenda.

*Introduced by Councilmember Jennings*

- 5. Bill 9322**– AN ORDINANCE APPROVING AN AMENDED FINAL DEVELOPMENT PLAN FOR PROPOSED REDEVELOPMENT TO CROWN CENTER FOR SENIOR LIVING LOCATED AT **8348-8350 DELCREST DRIVE** IN THE "PD-M" PLANNED DEVELOPMENT MIXED-USE ZONING DISTRICT. Bill Number 9322 was read for the first time.

Councilmember Carr stated it seems like a variance would have been required for this development to be built so close to the property line? And while she understands that the Plan Commission voted unanimously to recommend this project, her belief is that this falls under the purview of the Board of Adjustment rather than the Plan Commission. So after listening to Mr. Wald, she would question why this proposal had not gone to the Board of Adjustment and why all of the neighbors being impacted by this development had not been contacted? In addition, on page M5-12, staff indicates in their report that, *"As it relates to this application the proposal cannot meet the buffering requirements on the north and west property lines, and it is staff's opinion that these setbacks are inadequate. The developer could continue to explore options to acquire property to the north, decrease the width of the building, shift the Phase II buildings to the south, or some other resolution."*

Councilmember Carr stated after attending a Plan Commission meeting in Michigan, related to similar issues she was facing with a vacation property located in a rural residential area, what she discovered is that the Commission, along with their city attorney and staff, conducts a public hearing to ensure that every objection associated with a request for a zoning change is heard. Therefore, since this can be rescheduled, she is going to make a motion that Council postpones consideration of this proposal until it has gone through the proper channels and all affected residents have been contacted and provided with an opportunity to voice their concerns.

Councilmember Crow stated with all due respect to his colleague, rather than postponing consideration, this vote may need to be tabled because a couple of her comments raised some red flags that might need to be addressed by the City Attorney. He stated that he had spoken with Crown Center last week and questioned whether they had talked to the adjoining neighbors, but now he is telling them point blank, that they must discuss these plans with them.

Councilmember Carr stated her belief is that when you're building on the property line a variance must be obtained.

Councilmember Crow stated although he definitely gets it, he thinks this is an issue that should be taken up outside of these chambers.

Councilmember Carr stated her motion was to postpone consideration for 30 days to make certain that this process is handled in the correct manner.

Mayor Welsch asked Mr. Adams if Ms. Riganti could be allowed to speak on this issue and advise Council of what process had been utilized.

Andrea Riganti, Director of Community Development, stated Councilmember Carr is generally correct. If there is a property line setback that does not meet the City's Zoning Code typically it is presented to the Board of Adjustment for a recommendation. However, in the Zoning District within which the Crown Center project sits; which is a Planned Development, Mixed-Use District, some flexibility is provided that allows City Council to vary the setbacks since zero lot line developments are allowed in this district. So while she certainly understands the concerns that have been raised, the correct process was utilized since this does not meet the definition for the type of variance that would fall under the purview of the Board of Adjustment.

Ms. Riganti stated because this is an amendment to the Ordinance, staff is required to notify property owners within 15 days of the public hearing; that notification was prepared and completed in this case. Staff also encourages the applicant to reach out to its neighbors in advance of the meeting to talk about the issues. And pursuant to Council's motion for a 30-day postponement, staff will work to ensure that additional outreach is executed.

Councilmember Carr stated with all due respect, she still contends that the Plan Commission should have conducted a hearing in order to determine whether there were any objections to this development. This seems to be quite unusual, and she would personally find it offensive to learn that somebody was going to build a development on a property line that was 10 feet or less from her home.

Ms. Riganti stated while she understands this concern, perhaps the confusion lies in the difference between a public hearing, which is typically held by elected officials pursuant to a legal requirement, and a public meeting, which is conducted by the Plan Commission under a different set of standards established by the Zoning Ordinance.

Councilmember Carr stated while that may be something Council needs to address, she just does not believe that a decision of this magnitude can be made by the Plan Commission without determining whether there are any objections.

Mayor Welsch asked Ms. Riganti if she could provide Council with a confirmation on whether neighbors had been notified within 15 days of tonight's public hearing? Ms. Riganti stated that she could. Mayor Welsch asked what radius was utilized within a Planned Development District to effectuate proper notification? Ms. Riganti stated the notification for rezoning is 185 feet, as per the Ordinance, although staff goes above and beyond that requirement by notifying property owners within 200 feet.

Councilmember Carr suggested that in the future, the Plan Commission's recommendations should include the names of property owners who live nearby because without that information their recommendation has little to no value.

Ms. Riganti stated per the Zoning Code, staff is required to forward the Plan Commission's recommendations to Council. However, Council has the authority to make any revisions to the process they deem necessary.

Councilmember Carr stated she would also like to note that the Plan Commission minutes had not been included in Council's packet, so there is no way to see what their discussion consisted of. And while she would thank both Mr. Adams and Ms. Riganti for providing the audio, she was unable to download the file and listen to it.

Mayor Welsch informed Council that it would be approximately 27 days before the next meeting, so she would suggest that Mr. Adams and his staff gather up all the details associated with this project and share it with Council. After receipt of this information, if any of her colleagues still believe consideration should be postponed, they could do so at the September 11th meeting.

Councilmember Jennings stated since he had not received a second on his motion, he would amend it to state that Council reviews this proposal again in 30 days?

Councilmember Crow expressed agreement with the Mayor's suggestion.

Councilmember Carr stated if this process is remanded back to step one, meaning that it will be introduced for the first time on September 11th, then she would be okay with moving forward at that time.

Councilmember Crow stated the majority of Council respects Councilmember Carr's judgment, as well as the time and effort she puts into these issues. And judging by her tone, she still appears to have reservations about whether this will even be ready for a vote in 30 days. He stated there is no doubt that the Applicant clearly gets the message about the need to notify neighbors, so, in an effort to move forward, he would ask whether it was possible to remove one of the motions from the floor?

Councilmember Carr stated she would be willing to withdraw her motion. However, she fully expects all of the I(s) to be dotted, and all of the T(s) crossed because quite frankly, she cannot imagine that U City would want to start having their lots look like New York City.

*Introduced by Councilmember Smotherson*

- 6. Bill 9323-AN ORDINANCE AMENDING SCHEDULE III OF THE SECTION 355.100 OF THE TRAFFIC CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN. Bill Number 9323 was read for the first time.**

E - 1- 16



*Introduced by Councilmember Glickert*

7. **Bill 9324** - AN ORDINANCE AMENDING SCHEDULE III OF THE TRAFFIC CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN. Bill Number 9324 was read for the first time.

*Introduced by Councilmember McMahon*

**Bill 9325**- AN ORDINANCE AMENDING SCHEDULE VII, TABLE VII-A – STOP INTERSECTIONS, CHAPTER 300 TRAFFIC CODE, OF THE UNIVERSITY CITY MUNICIPAL CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN. Bill Number 9325 was read for the first time.

## **N. COUNCIL REPORTS/BUSINESS**

1. Boards and Commission appointments needed  
Mayor Welsch announced the appointments that were needed.
2. Council Liaison Reports on Boards and Commissions
3. Boards, Commissions, and Task Force minutes
4. Mayor Welsch acknowledged that minutes had been included in Council's packet.
5. Other Discussions/Business

### **a) MSD Negotiations**

*Requested by Councilmembers Carr and McMahon*

Councilmember Carr stated it appears that after MSD's June 20th meeting at the Mandarin House there was a push to meet with the Missouri Coalition for the Environment; (MCE). And even though the person who attended that meeting; Beth Martin, is well-known in this community and teaches environmental negotiations at Washington University, she is no longer associated with the Coalition. As a result, MSD was reluctant to recognize her as the official negotiator and ultimately stopped responding. Therefore, her belief is that there is a need for U City to sit down at the table with MSD in a little more structured way than it has in the past.

### **Phase I**

Previously, staff dealt with MSD, and during that period of time notification to Council regarding a current status or update was either deferred or nonexistent. Once Mr. Adams took over that communication improved, but by the same token, it is this Council who represents the people and must reflect their desires. Therefore, her suggestion is that from this point on, Council appoints a committee comprised of three members of this body, whose objective is to participate in all meetings, discussions, and negotiations related to this project and reports those findings back to Council as a whole. Councilmember Carr noted that she had also spoken with MCE's attorney, Ms. Lloyd, and would suggest that she be in attendance at these events, as well as Mr. Mulligan, since some of these issues are technical, containing legalese, and MSD's counsel is always present.

### **Phase II**

Council is still going back and forth about who knew what, and when. So to eliminate this from happening again, Councilmember Carr suggested that Council appoint a point person to ensure that anything that happens within the realm of City Government is not filtered, and the same information is presented to each member of Council at the same time.

She stated that while she understands this suggestion is a little unusual, she does not want to be caught unaware, and more importantly, thinks Council should have the opportunity to consider anything that is being discussed before it reaches the point of yea or nay.

She stated the ultimate goal is to solve the problem of contamination and do it in a way that brings little to no hard to the City. MSD should have a clear understanding that a majority vote of Council is a vote of the entire Council, and that along with the City Manager whoever is appointed will be their contact person.

Before opening the floor up for comments, Councilmember Carr stated that she would like to go on record as saying that she is against pollution of waterways. But at the same time, MSD's proposals would have destroyed a neighborhood and prohibited any plans for the redevelopment of Olive Boulevard.

Councilmember Smotherson stated that in addition to the statements made by Councilmember Carr, MSD has approached U City from various angles based on who it is they are talking to. And what they are trying to solve with these proposals is the creation of a consistent front; a spokesperson or committee that receives information from MSD or City staff, and relays it back to Council as a whole. At this point, MSD has either withheld or is afraid to disseminate information because they don't know who to talk to. And although they have communicated the fact that they would like to meet with Council again within the next two or three weeks, there is nothing definitive, and once again, Council is left without a clue as to what they will be bringing to the table.

Mayor Welsch stated she could not support this proposal as presented. U City has a City Manager that is being paid more than \$10,000 a month to perform his job, so she believes Council should let him and his staff, do their jobs. She also thinks it is a violation of the Charter for City Council to get involved in the administration of the City. So, if the current system has not been working, then Council needs to make sure Mr. Adams is clear about the process they would like to see followed. She stated that if Council simply wants to select someone to be their point person, that's fine, but they should not be involved with talking directly to MSD.

Councilmember Crow stated he would agree with parts of the Mayor's comments. However, to insinuate that members of this Council cannot talk to MSD when that very act has been occurring for a long time is not being quite candid. He stated the concerns being expressed tonight are historical, and should not reflect on this current administration. Although he does have some apprehension with the suggestion to designate a spokesperson to receive official communications from MSD because he thinks that role should be retained by the City Manager. Nevertheless, looking forward, Council needs to realize that this Acting City Manager is probably anticipating the day when he is no longer in this position, so it might be helpful if Council becomes a little bit more involved.

Councilmember Crow stated he was unsure whether the designation of a point person, along with the City Manager, would pose a problem with respect to the Charter. So although he does not want to put Mr. Mulligan on the spot, he would be interested in hearing his opinion.

City Attorney, John Mulligan stated he did not see a problem as long this person is simply reporting back to the other members, and his responsibilities do not include the handling of any administrative matters.

There is also nothing wrong with MSD contacting individual members of Council to have a discussion with them.

Councilmember Crow asked Councilmember Carr if her desire was to move forward with making a decision tonight, or whether this had simply been offered as an opportunity for discussion?

Councilmember Carr stated a couple of weeks ago while reading the Mayor's newsletter; she discovered that MSD was holding a meeting to discuss the elimination of overflow in Ward 1. And although the Mayor asserts that Council was informed, her name was not listed on the letter, and she had never received notice prior to reading the newsletter. Fortunately, she had been able to attend and ask MSD if they would provide the City with some educational materials on this project to help everyone understand exactly what is going on. So she does think Council should make some kind of decision tonight, or at least attempt to hash these suggestions out, even if the ultimate decision is that it be postponed.

She stated she thinks up until this point Council has sent a message that MSD only has to be involved with a selective few. But she thinks what Council needs to say is we want to be included, and here is our structure.

Councilmember Carr concurred that most of her frustrations originated with the previous administration and not Mr. Adams, who she respects. So her intent is not to push the City Manager aside because she understands the need for him to be involved in these discussions.

Mayor Welsch stated that if the suggestion is just for the spokesperson to be present while these discussions are ongoing in order to share this information with the entire Council, then she does not have a problem with that. Although she does think that all members of Council should continue to be invited to meetings whenever they are being held.

Mayor Welsch asked Mr. Adams if he would contact MSD to ensure that every member of Council receives notices about upcoming meetings. She stated all of her notices have been mailed to her home, and her assumption was that every member of Council was receiving them as well.

Councilmember Carr stated the letter that was sent out included a list of the recipients at the bottom, so it should have been very clear for the Mayor to see who did, and did not receive it.

Councilmember Carr stated the majority of U City's staff does not reside within the city, so although they have a vested interest in doing a fabulous job, they are not feeling the same sentiments our residents feel. City Council gets the phone calls, the emails, and the complaints, so there is a definite need for them to be a part of these negotiations because they speak for the people who are going to be impacted by the outcomes. She stated while she understands the structure being proposed will not set a precedent going forward, she believes a different means of communication is needed in this instance to ensure that Council stays abreast of all the issues.

Mr. Mulligan stated perhaps, the scope of this spokesperson's role needs to be clarified. If a member of Council is simply at a table listening and communicating those conversations back to the entire Council, he does not see a problem. But if you are talking about appointing a committee with a formal charge, then you could run into some Sunshine Law issues that will change the nature of those discussions.

Councilmember Carr stated the thing Mr. LeComb insisted on was that all future meetings be open. So she does not believe the appointment of a committee would change the nature of these discussions because all seven members of Council, as well as the public, can be in attendance.

Mr. Mulligan stated his point is that legally it changes the nature of the discussions. A committee that is formally appointed by Council can arguably be a governmental body, which means you have to post a notice. There are also some other details that should be considered with the creation of this committee. They should have a charge and understand the scope of their authority. If it's to negotiate on behalf of others, what is the extent of that authority, and what are the substantive legal issues being negotiated. And if that's what Council wants, that's fine. He is not advocating one way or another, and would be happy to draft a document to facilitate Council's final resolution.

Councilmember Glickert stated although he does not want to vote tonight, it sounds like this is a good start to establishing a better process. But whether Council elects to utilize a committee or a spokesperson, there must be a clear objective with respect to their authority to negotiate that both Council and the City Manager are in full accord and satisfaction with.

Councilmember Carr stated this is really an attempt to find a way to work in partnership with those signatories on the Consent Decree. And since the Decree does not mandate how this process should be accomplished, that leaves the City a little bit of wiggle room. So, while she would agree that a final decision does not have to be made tonight, she thinks it might be a good idea to at least reach a conclusion with respect to the type of structure preferred. Councilmember Carr suggested that MSD's next presentation be after Labor Day, which would allow Council to continue this discussion at its next meeting with a better understanding of their position. So at this point, she is rejecting nothing.

Councilmember Jennings stated with all due respect to the City's qualified staff, this whole issue with MSD has been troubling largely because of Council's lack of knowledge. Therefore, he is in favor of selecting a three member committee and does not see anything wrong with these members being in the room to observe and listen as long as they do not interfere with staff's performance of their job. Councilmember Jennings stated he is also troubled by the lack of trust that has resulted from how this entire process has been handled. MSD needs to know this City's concerns, especially since it involves roughly 4.7 million dollars that can be used to accomplish work throughout St. Louis County to keep feces in the community it originates from, rather than placing it all on the shoulders of U City.

Councilmember Smotherson stated he also agrees that no vote should be taken tonight. And although he still has concerns about what MSD might be bringing to the table, and no doubt that this information should come through the City Manager and then to Council, tonight's discussion has opened the door to a topic that Council should continue to think about and discuss going forward.

Mayor Welsch stated she still is of the opinion that this new structure should not have the authority to negotiate and that Council should continue to work with the City Manager.

She stated she would not have a problem if a committee of three was decided upon, but thinks all members of Council should be invited to participate if they so desire.

**b) Bicycles in the Loop**

*Requested by Councilmembers Carr and McMahon*

Councilmember Carr stated people are getting injured while riding their bicycles in The Loop. And yet, to the best of her knowledge, in 2012 and 2013 when the Mayor appointed a Task Force for the Bike Walk, the issue of how the Trolley tracks would alter the use of The Loop for bicyclists was not even discussed.

Councilmember Carr stated at that time she was the liaison for the Traffic Commission and a pretty inexperienced member of Council who actually believed that all information was being provided to Council to ensure they had a full accounting of where any problems might exist. However, this issue appears to have been brought to the Traffic Commission in 2013, removed from that Commission, given to the Plan Commission, and then finally brought before Council. Councilmember Carr stated the reason why this is so amazing, is because the minutes from the Traffic Commission's January meeting states, "*We have a problem. You cannot put bicycles and trolley tracks together.*" Nevertheless, this City gave the Trolley Company a permit to do just that; put bicycles and trolley tracks together. So essentially what she is suggesting is that Council asks the Trolley Company to come up with a solution to this problem within the next 30 days.

She stated that Mr. Adams had informed her that he had met with the Executive Director of the Trolley Company and after walking through some of the problem areas his suggestion was signs. So she would like to make it perfectly clear that while signs may be necessary, they do not represent the type of resolution she believes will be sufficient to prevent these accidents from occurring. She stated this is an issue which needs to be addressed quickly, and since the Mayor is on the Trolley Board her hope is that she will be the City's advocate.

Mayor Welsch stated she is a member of the Loop Trolley Transportation Board, which is a separate organization from The Loop Trolley Company. However, her understanding is that Mr. Barbeau has not only been speaking with staff about signage but pavement markings and other things. So she would ask Mr. Adams if he or Mr. Alpaslan would contact Mr. Barbeau to see if he would be available to provide Council with an update.

Councilmember Jennings stated elected officials from various states have acknowledged that they are watching and waiting to see what happens in U City because they are interested in creating their own Transportation Development District. Visionaries within St. Louis City are now talking about how they can imagine the Trolley being expanded to Laclede's Landing or something that rivals San Francisco. So this is somewhat perplexing; he cannot understand why there is not a safe solution that will allow these two modes of transportation to coexist. Perhaps, the answer lies in the fact that (1) Kansas implemented a trolley at a cost of 100 million dollars; twice the investment of the Loop Trolley Company and (2) after being only 90 percent complete the Trolley Company is already starting to talk about bailing out. But U City has come too far to turn back and he would really like to see the Trolley be successful. So he believes it is the Loop Trolley Company's responsibility to come up with a plan to resolve this issue.

Councilmember Crow stated this is our city and our streets, so every now and then Council needs to stop eating the breadcrumbs and sit down at the table. And if the Loop Trolley Company's solution is to paper educate by putting up signs, then they will be dead on arrival, as far as his vote goes. Councilmember Crow said his hope is that they will come to the next meeting with options that truly address this safety issue. They created this problem and they need to solve it soon, in a manner that does not include the City's dime.

Councilmember Carr stated her expectation, is that Council will receive a proposal from the Loop Trolley Company within 30 days.

**O. CITIZEN PARTICIPATION (continued if needed)**

**Jeff Hales, 7471 Kingsbury, University City, MO**

Mr. Hales stated as someone who has spent a lot of time on the Traffic Commission he understands this is a big concern, and therefore, would like to thank Councilmember Carr for including this topic on tonight's agenda. He stated his belief, is that one of his colleagues had also discussed this issue with Mr. Barbeau, so hopefully they are well on their way to finding a solution.

He stated the vote taken with respect to Resolution 2017-14 not only made him sad, but raised this question; *"What exactly is the standard set by this Council for the conduct of public officials?"* Because it's behavior like censuring Councilmember Crow and not censuring Councilmember Kraft that demonstrates the lack of those standards and generates bad press. So to even suggest that this Resolution was politically motivated is galling. Mr. Hales stated there has to be some form of moral compass in these chambers and this City cannot continue with leadership that does not possess those same set of values.

**Greg Pace, 7171 Westmoreland, University City, MO**

Mr. Pace stated in response to Councilmember Crow's rebuttal, he believes that any Councilperson can determine their capacity as a public official, on their own, without any approval or basis contained within the Charter. And if the implication from Councilmember Glickert's own personal statement is that he was acting in an official capacity, then an elected official who goes to Hawaii for a bow tie convention at the City's expense, would also be acting in their official capacity.

Mr. Pace asked Councilmember Glickert if he had been assigned a probation officer and Councilmember Glickert replied that he had not. Mr. Pace stated although he believes Councilmember Crow certainly read the transcript correctly, the truth is that he is on unsupervised bench probation, and therefore, the Resolution is misleading.

He stated everyone has heard so much about transparency and full disclosure, and he believes that Council should strive to do both. So his assumption is that Councilmember Carr was so impassioned with her speech about Crown Center that she must have forgotten to disclose that Mr. Dan Wald has given thousands of dollars to her campaign, as well as the campaigns of some of the other candidates she supported.

**P. COUNCIL COMMENTS**

Councilmember Jennings made the following announcements:

- U City High School alums will be attending the high school tomorrow morning at 6:30 a.m. to welcome all of the students back to school.
- Lions Against Litter will be meeting at Kaufman Park to pick up litter on August 19th.

Councilmember Jennings stated he is amazed by the fact that he is able to fill up an entire shopping bag with trash every morning while walking his dog. So, this is a great way to meet your neighbors and make an impact.

Councilmember Jennings restated his request to have Mr. Masiel talk about his development and address some of Ms. Susic's concerns.

Mayor Welsch suggested that Mr. Masiel speak to Ms. Susic after the meeting.

Councilmember Jennings informed Mayor Welsch that he has received a lot of calls about this development and thinks it is important for him to address some of these concerns.

Mayor Welsch apologized to Councilmember Jennings for the mistake she had made earlier to allow Mr. Masiel an opportunity to speak during this portion of the agenda because to do so would be out of order.

Mayor Welsch asked those in the audience who would like to talk to Mr. Masiel if they would identify themselves by raising their hands so that he could talk to them after the meeting. She also asked Mr. Masiel if he would provide the City Manager with information on his background and history so that it could be shared with Council and the public.

Councilmember Glickert stated he is sure everyone is aware of what happened over the weekend in Charlottesville, so he would like to suggest that Council draft a Resolution addressing the City's opinion about these heinous crimes that could be read at the next meeting.

Councilmember Crow stated he and his kids had one of the most enjoyable evenings in The Loop last Friday night. It was packed with pedestrians and bikes, but the way everybody behaved made him really proud to live in this City.

He stated that he wants staff to understand that he is adamant about the need to replace or reinstate the Infill or Architectural Review Board, even if it only pertains to the 1st Ward. The two ladies at tonight's meeting are folks that are experiencing the impact of houses being torn down and rebuilt in a manner that does not fit the characteristics of their neighborhood. This simply does not make sense to him and something needs to change now because the Centene Development is going to drastically change that part of the city. Councilmember Crow stated residents who have lived here and paid taxes for 20 to 30 years should not be forced to have a vinyl-sided Mac-mansion built next to them. So he is pleading with this administration to take his request seriously and get moving on this issue.

Councilmember Crow stated having been on this Council for many years, the conversation tonight regarding the MSD Resolution was, in his opinion, a healthy debate among colleagues that moved things forward.

He stated it is clear that this City needs a Resolution regarding the incidents that occurred in Charlottesville, particularly because this is a city with one of the largest Orthodox Jewish populations; a city that prides itself on acceptance of LGBT(s); on its diversity, and is welcome to everyone. There is no more important time for all of us to understand where we are and where we have been. And he was pleased to read how many people not only took the time to talk about this tragedy, but thanked their teachers and parents for educating them about the importance of asking questions and instilling healthy values.

He stated he hopes everyone will read Tony Messenger's article in the *Post Dispatch* and the Wash U Professor's study that talks about healthcare, zip codes, and their relationship to a person's quality of life because we are not the America we think we are. But that doesn't mean that we cut other people out. It means that we take every opportunity to engage with those around us, even though we may disagree with them.

Councilmember McMahan thanked his colleagues for their consideration during his absence at the July meeting. He stated he was really proud of the kids from his church that went with him to Cairo, Illinois, and did some great things with some great people, who in spite of their losses, are fighting back and remain invested in their community.

Councilmember McMahan stated he is the individual mentioned by Ms. Glickert who had a fire in his home ten years; lost almost everything he had and was sued by a contractor who did shoddy work that he refused to pay for. What Ms. Glickert didn't mention is that this contractor had to sue his own subcontractors who openly admitted in their depositions that the work they performed was substandard. So is it unethical because he told a contractor that he would not pay for capping off a sewer vent inside his home that resulted in gasses being pumped into his daughter's bedroom?

Councilmember McMahan stated once the insurance money disappeared he was left with over \$140,000 of shoddy work that he had to pay for out of his pocket. That's the truth. And in this particular instance, he has no qualms with standing up for himself and his family when accused of unethical behavior.

Mayor Welsch stated she does not believe the City disbanded the Infill Review Board, but that during the economic downturn when homes were not being built, people simply forgot that it existed. So she would also encourage staff to check on the Board's status because it just might be a matter of replenishing the Board with new volunteers and publicizing it so that residents know they can avail themselves of this service.

Mayor Welsch stated her belief was that a new building had to conform to the existing aesthetics, and therefore, would be interested in receiving information about the setbacks associated with the new home on Washington.

With respect to the townhomes referenced earlier, Mayor Welsch asked Mr. Adams if he would inquire as to whether any consideration had been given to building these 10 homes on the lot facing Hanley.

**Q. Roll-Call vote to go into a Closed Council Session according to RSMo 610.021 (1) Legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.**

*Requested by Councilmember Carr and seconded by Councilmember Crow*

*Councilmember Jennings moved to approve, seconded by Councilmember Carr.*

Roll Call Vote Was:

**Ayes:** Councilmember Smotherson, Councilmember Jennings, Councilmember Carr, Councilmember McMahan, Councilmember Crow, Councilmember Glickert and Mayor Welsch.

**Nays:** None.



**R. ADJOURNMENT**

Mayor Welsch closed the regular City Council meeting at 9:19 p.m. to go into a Closed Session on the second floor. The Closed Session reconvened in an open session at closed of the Executive session.

The Closed session opened into an Open session at 10:41 p.m. and was moved to adjourn at 10:42 p.m.

LaRette Reese  
Interim City Clerk

DRAFT



My name is Jen Jensen and I live at 706 Pennsylvania in the 2<sup>nd</sup> Ward.

I'm here to tell you that I do not support the censuring of Council Member Michael Glickert from the 2<sup>nd</sup> Ward. The expression "censure" means the formal disapproval of angry delegates offering a resolution of censure against the offender. Council Member Glickert apologized to the citizen and to the Council as well as the citizens of University City. Why are you still angry? I think it is time we put this incident behind us and get on with the real business in University City.

Many University City citizens support Councilman Glickert and are getting very impatient with this Council's lack of working together to get very serious issues taken care of – such as, resolving the housing of the Police Department and the MSD problem, streets repairs, the hiring of a new City Manager, etc.

I ask you to vote NO tonight to censure Councilman Glickert. Let this be the beginning of the healing process. Get back to work.

Resolution 2017-13

I have not yet decided whether or not I will support this resolution. I have a number of concerns with it.

First, once again, I see an effort to politicize this issue. In June, Councilmember Rod Jennings stated that he wanted to put together a resolution that the full Council could support stating that the two initial options presented to this Council were not acceptable to us. His Third Ward colleague Mr. Smotherson stated that he would work with Mr. Jennings on the resolution. I have, multiple times since then, asked Mr. Jennings when we would see the resolution and multiple times he told me that Mr. Smotherson had asked for more time.

Then, the Council is presented with a packet with a very lengthy resolution and Mr. Jennings' name is conspicuously absent, and the name of a Ward Two Councilmember is attached to it. This is blatantly disrespectful to a member of this Council and I am hesitant to attach my name to it for that reason.

I am not pleased with the tone of this resolution. It is combative and does not bode well for the negotiations this City will have to undertake with MSD in the coming months.

It is written as though no discussions have been had, that no additional ideas have been brought forward, such as Mr. Jennings' suggestion of building smaller tanks throughout the watershed.

Although we have not provided MSD with any sort of timetable, this resolution, in multiple places indicates that some timetable is in place – I am speaking of public participation, reducing adverse impacts, presenting a modified plan. MSD should do all this. However, we should be setting a timetable for their doing so before questioning their non-performance.

It contains at least one blatant falsehood – On page M-1-5, it states that the first time any members of Council knew about this proposed project was in May of this year. That is not true. Those of us who were on the Council in 2015 were advised of the project through the sharing of a document from MSD by City Manager Lehman Walker.

The original two options did not assume that U City would decline the \$3.3 million dollar FEMA grant. In fact there was a mention that perhaps MSD could take over that grant. (As we all know, as of August 10<sup>th</sup> we have been advised that cannot happen.)

Interim City Manager Charles Adams has advised the Council that MSD would like to meet with Council to begin this process again. We have been advised that MSD is reviewing ALL options previously considered, plus the new option (Mr. Jennings') that came about since May 22<sup>nd</sup>.

I feel it would behoove this Council to delay consideration of any resolution until we have met with MSD again. I am hesitant to support this resolution because of the timing, the misstatements, but most of all because of the tone.

I do not feel it will serve us well in upcoming negotiations with MSD.

The final paragraph plus a few other sentences from earlier in the document would have been sufficient for our purposes and serve us better and would stress the partnership my colleagues have indicated they want to build.

My priority is to get some real conversation going, take the heat out of this discussion, and get moving forward in a timely fashion so that raw sewage will no longer flow into the River des Peres or basements in our community.

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#### Resolution 2017-15

I will not vote to censure Councilmember Mike Glickert.

Mr. Pace has already mentioned some of my concerns with the mistakes in this resolution.

If the members of this Council felt that Mr. Glickert deserved censure, they should have brought this action at the time of the incident. Once again members of this Council are using our Council meetings and the actions of this Council for political purposes.

Mr. Glickert has not been convicted of anything. While it is true that members of a jury found Mr. Glickert guilty, the judge chose not to impose a sentence.

Mr. Glickert has apologized to Mr. Stewart. Mr. Stewart has accepted his apology. That should be the end of this.

These actions are not being done for the people of University City in any fashion. In fact, it is this kind of pettiness that will, once again, put U City in the news in a negative fashion. I have come to believe that there are those on this Council who seem to relish bad publicity for our City.

This whole thing is unprofessional. It's an embarrassing and sad day for this Council.

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#### Council Comments – MSD Negotiations

We have a City Manager. His name is Charles Adams. He is sitting to my right. We are paying Mr. Adams more than \$10,000/month to do this job.

We need to let him do his job.

I believe it is a violation of our City Charter for members of Council to get involved in the administration operations of this City. It is not appropriate for residents to do so either.

Let Mr. Adams and his staff to their jobs and uphold the City Charter by staying out of this.



**UNIVERSITY CITY COUNCIL  
STUDY SESSION**  
5th Floor of City Hall  
6801 Delmar  
August 14, 2017  
5:00 p.m.

**MEETING CALLED TO ORDER**

The City Council Study Session was held in Council Chambers on the fifth floor of City Hall, on Monday, August 14, 2017. Mayor Welsch called the Study Session to order at 5:01 p.m. In addition, the following members of Council were present:

Councilmember Rod Jennings  
Councilmember Paulette Carr  
Councilmember Steven McMahon  
Councilmember Terry Crow; *(arrives at 5:25 p.m.)*  
Councilmember Michael Glickert  
Councilmember Bwayne Smotherson

Also in attendance was Interim City Manager, Charles Adams; City Counsel, John F. Mulligan, Jr.; Director of Public Works and Parks, Sinan Alpaslan, Project Manager, Jenny Wendt, and Paul Eppen of EMS Marketing.

Hearing no requests to amend the Agenda, Mayor Welsch proceeded as follows:

**AGENDA**

*(Requested by Interim City Manager, Charles Adams)*

**1. Composting and Mulching Operations**

Mr. Adams stated the Director of Public Works and Parks was present to guide Council through this presentation.

Sinan Alpaslan, Director of Public Works and Parks, stated he, along with Jenny Wendt, his Senior Project Manager, would like to present a summary of the City's composting, mulching and yard waste operations.

**PowerPoint Presentation:** A historical illustration depicting various aspects of the City's yard waste, trash, recycling and solid waste operations.

The City's storage or nursery area is located in a wooded area within close proximity to the River Des Peres southwest channel. It is controlled and regulated by the Missouri Department of Natural Resources; (DNR). In previous years the City received numerous violations and warnings from the DNR to correct problems associated with Leach-8 contaminants that were running from the processing area into the river. A temporary solution to contain and filter these contaminants prior to their release into the water was implemented. In 2011, a permanent solution was recommended to address this issue; however, the cost of the project prohibited the execution of this plan.

- All yard waste collected is processed into compost at the City's facility located at 1160 North McKnight or Ruth Park Woods and transported to the Heman Park Distribution Site for distribution.
- The task of processing; which consists of establishing wind rows, cooking and turning, was delegated to the City's Street Maintenance Division, requiring an additional allocation of manpower and resources.
- The Street Maintenance Division conducts city-wide curbside leaf collections during the fall and spring each year. The program runs for three (3) weeks in the spring and six (6) weeks in the fall.
- The amount of mulch stored at the Distribution Site also created run off of Leach-8 contaminants into the river.
- The Tub Grinder which is used to grind leaves and yard waste has reached the end of its lifecycle and needs to be replaced. The approximate cost of replacement is \$750,000.

In October of 2015, Council approved a one-year contract to outsource the City's mulching and composting operation. Although the estimated quantity of hauled waste was higher than anticipated, in order to complete this contract the contractor agreed to reduce his initial rate of 9.50 per yard to 5.50 per yard. The continuation of this contract resulted in the following:

- Eradication of issues associated with contamination.
- A reduction in workforce
- Forgoes the need to purchase a new Tub Grinder
- Total cost avoidance was \$219,400; *(the actual cost for the collection of yard waste and leaves is \$230,000 per year.)*
- Resumption of regular Street Maintenance Division-related tasks
  - Sidewalk grinding
  - Crack sealing of street pavement
  - Bridge deck maintenance; *(a lack of maintenance has resulted in this now becoming a regular task. The cost to complete this maintenance is approximately 1 million dollars per bridge.)*
  - Erection of signs; *(the City is under a federal mandate to replace all of its signs with retro-reflective type materials. No due date has been established at this time.)*
  - Pothole patching
  - Snow/Ice control
  - Leaf collection and street sweeping; *(these activities are funded by the Solid Waste Fund.)*

**Social/Financial Impact:**

- The cost of mulch has increased from \$8.00 per yard to \$9.00 per yard; *(this cost comes directly from the contractor because the City buys it back from them for deliveries.)*
- The cost of deliveries was increased from 35.00 to 50.00
- Deliveries are no longer made outside the Highway 270 perimeter and are only available to U City residents
- Residents can no longer receive free mulch at the Distribution Center



**Public Works Survey:** Per the request of City Council, surveys were issued after the completion of the one-year outsourcing contract executed in 2015. Surveys were made available via the City's website and meetings and the response rate represents approximately 2 percent of all households. The most common responses were:

- Dissatisfaction with the discontinuation of self-loadable free mulch; *(as a result many suggested that yard waste stickers be eliminated.)*
- Dissatisfaction with their inability to get less than a full cubic yard delivered
- Dissatisfaction with Friday-only delivery service
- Dissatisfaction with lack of notification and ability to provide input

Mayor Welsch asked how much revenue was being received from the sale of yard waste stickers? Mr. Alpaslan stated about \$ 80,000 a year.

### **Justifications:**

As space becomes the major constraint for the continuation of the City's composting operations consideration must be given to different alternatives.

- Per DNR regulations, composting sites must consist of at least 10 acres; *(Ruth Park consists of 1.9 acres.)*
- Sites consisting of less than 2 acres are required to obtain a DNR Operating Permit.
- Searches conducted in the municipalities of Clayton, Ladue, Wellston and Pagedale to find a new location were unsuccessful.
- The City still has yard waste that needs to be hauled away, but at this time there is no money available for this undertaking.
- The delivery of mulch is assigned to the Parks Division who established a Friday-only delivery schedule to allow staff an opportunity to complete this task prior to the execution of their regular work activities.
- Creve Coeur contracts with Fick Supply who removes their leaves at no cost; (a \$30,000 savings)
- Ladue has recently discontinued their composting operation and now contracts with St. Louis Composting
- Clayton has been contracting with St. Louis Composting for the past three years and provides no deliveries
- Olivette has recently outsourced their composting and leaf collection out to an unknown source.
- Richmond Heights will be contracting with St. Louis Composting after losing their site to the I-64/Hanley development. They have expressed a desire to continue their operations at a new location and are open to partnership opportunities.

### **Recommendations:**

- 1. The Green Practices Commission has recommended approval for the elimination of yard waste stickers.**
- 2. Restart of composting operations**
  - Potential for additional DNR violations
  - Costs associated with land acquisition, partnership, set-up and permits
  - \$750,000 cost for replacement of Tub Grinder

- \$450,000 estimated operational cost; *(the re-delegation of manpower will reduce this estimation to \$220,000 needed to purchase equipment.)*
  - \$750,000 for the purchase of a new Tub Grinder
3. **Continue existing outsourcing contract with St. Louis Composting;** *(\$230,000 per year.)*
  4. **Continue existing outsourcing contract with St. Louis Composting to include limited amounts of mulch delivered monthly to Heman Park Distribution Center for pick up by residents at no charge;** *(\$100,000 per year)*
    - Potential problems associated with manning the site and prohibiting use by contractors.
  5. **Continue existing outsourcing contract with St. Louis Composting to include smaller quantities of mulch for delivery;** *(the current minimum is 1 cubic yard per order.)*

Councilmember Glickert asked Mr. Alpaslan if he thought the life of the Tub Grinder could be extended for one more year? Mr. Alpaslan stated it could possibly last another year, although at this point it is costing the City almost \$2,000 a month in repairs just to keep it operational. Councilmember Glickert asked Mr. Alpaslan whether he was at liberty to identify any of the potential new locations? Mr. Alpaslan stated that they had not identified any feasible locations for the processing application. However, with some modifications, the Heman Park Distribution Center might still be appropriate for storage. He stated that the Solid Waste Manager suggested the installation of bollards to keep trailers with a Bobcat from backing into the area. The City's yard or operational station is always another option when looking at secure areas, although it could pose some safety concerns for residents because of the amount of activity that goes on there.

Mayor Welsch asked if mulch was being delivered to Ruth Park for U City in Bloom to pick up? Mr. Alpaslan stated currently U City in Bloom picks up their mulch at the Ruth Park Woods facility.

Councilmember Jennings questioned whether a smaller grinder or an alternative piece of machinery was available at a reduced price? Mr. Alpaslan stated that would depend on what is being processed. If the City's intent is to continue with its current volume his managers are telling him that they need a larger grinder. In the past when the City outsourced its secondary grinding the contractor used a larger Tub Grinder to increase throughput and efficiency. But if the decision is to only process limited quantities there is a smaller version of this model available for roughly \$400,000. Councilmember Jennings asked if a decision was made to reduce the City's output would it reduce the estimated \$450,000 for operating the facility, as well as eliminate the need to find a location with 10 acres or more? Mr. Alpaslan stated 1 acre is needed for every 5,000 cubic yards and the City's current volume is close to 40,000 cubic yards. So if this amount was reduced the estimated cost and land requirements would both be reduced. Councilmember Jennings asked how much of the 40,000 cubic yards did he think was actually being utilized by residents? Mr. Alpaslan stated that based on his experience, 20,000 cubic yards would probably be too much for residents.

Councilmember Jennings asked Mr. Alpaslan if he and his staff would follow up at a later date with their recommendations for how the City should proceed? Mr. Alpaslan stated staff's recommendation to Council is that if the City's desire is to continue with its current plan, then an RFP should be issued for outsourcing in order to receive a competitive bid. Once those are received staff will present Council with their final recommendation for approval.

Councilmember Jennings suggested that consideration be given to downsizing the mulching aspect of this operation to 15,000 cubic yards.

Ms. Wendt stated Ruth Park Woods consists of 1.9 acres and once that acreage is increased the City will be required to follow strict DNR permitting and draining regulations. However, the space required for processing is so large, that even if the quantities were reduced the current acreage would not be sufficient to handle it.

Councilmember Jennings questioned whether the site would be suitable if a phase production schedule was implemented; meaning that staff would only produce an amount feasible for the site and once that is removed or picked up the next production phase would resume? Ms. Wendt stated the problem with that scenario is that composting requires a four-week decomposing period, so there would still be a problem with storage.

Mr. Alpaslan informed Councilmember Jennings that as a result of the river, the current site is probably only adequate for processing 5,000 cubic yards.

Councilmember Crow stated in his opinion, he does not believe a small fraction of residents should dictate how this process is handled. So he would be curious to know the actual number of survey responses that indicated a desire to have access to smaller quantities of mulch? Ms. Wendt stated considering there was only a 2 percent response rate that number would be rather small. However, a smaller quantity is simply not feasible. If the delivery fee is \$50.00, plus \$9.00 per yard, even if someone wanted to purchase half a yard they would only be saving \$4.50.

Councilmember Crow questioned how the cost of deliveries was handled in Clayton? Ms. Wendt stated that all fees are paid directly to St. Louis Composting, whose delivery fee is \$80.00.

Mr. Adams stated he lives about three blocks from the composting site and he can always tell when mulch is available.

Mr. Alpaslan stated the odor nuisance created by this site is another consideration for recommending a new location

Mayor Welsch stated some of the neighbors on Crixdale expressed concerns about how remnants from the grinder would cover their cars.

Councilmember Carr asked if there was really a solid method that could be utilized by staff to monitor who receives mulch? Mr. Alpaslan stated the dates and times of this operation would have to be limited to ensure that staff was available to verify occupancy and restrict access to the site by non-residents.

He stated that it might also be possible to accommodate pickups at the yard, which is a secure area. Councilmember Carr asked Mr. Alpaslan if he anticipated that there would be times when a member of staff was unavailable or the facility was closed that it could be breached? Mr. Alpaslan stated the only way to guarantee that there were no breaches is if pickups were restricted to the City yard because there is no way to prevent that from happening at the Heman Park location.

Mayor Welsch stated she is not in favor of returning to a mulch operation because number one, the City has been dealing with DNR violations for many, many years, and she thinks both locations along the river need to be cleaned up. Secondly, the costs associated with resuming this operation are excessive and favor discontinuation. However, if the decision is made to continue it might be more economical if deliveries were limited to peak months of the year and mulch was made available for more than a two-week timeframe. Of course, a secure pickup location would have to be determined. Mr. Alpaslan stated the more access to this mulch is limited, the more feasible it will be. And limited access would also make the area easier to secure. Mayor Welsch stated years ago, she and Bob Wagoner had looked at the old Hill Behan site and talked with other cities about their interest in participating in a composting collaboration. She stated they had also talked to the Mayor of Wellston to see about utilizing an area in their industrial park, which at that point was pretty empty. But now she thinks St. Louis Composting and others have kind of moved the conversation away from such collaborations.

Councilmember Carr asked Mr. Alpaslan if he and Ms. Wendt had analyzed the data received from the survey? Mr. Alpaslan stated that they had.

## **2. ESM Public Relations and City Newsletter Presentation/Update**

Mr. Adams stated that the owner of EMS Marketing, Mr. Paul Eppen, was here to provide Council with an update on his contract with the City.

### **Common Themes vs. a Collection of Articles:**

Mr. Eppen thanked everyone for allowing him to make this presentation which he provided to Mr. Adams on Thursday, for Council's review.

He stated that he was the Chief Marketing Officer for several Fortune 500 companies before starting his ad agency, and one thing he thinks is important are Brand Planks; similar messages going throughout all channels so that when people think about U City they think about specific things.

### **A Complex Process that Requires a Strategy:**

Mr. Eppen stated EMS looks at the six editions of ROARS and makes a determination about what each issue should represent. One thing he is really excited about is the upcoming "*Shop Local - Give Local*" event for the November/December edition. This edition will contain a business guide highlighting both for-profits and nonprofits while emphasizing the importance of the City coming together in a fun and exciting way.

Once a theme has been established EMS works with a wide variety of folks to produce the appropriate articles; City Council; Chamber of Commerce; department heads, the school district, et cetera.

Calendars are distributed to all interested parties to garner initial requests for information, and once that information is received it is carefully edited based on the current space limitations rather than content and sent to Mr. Adams and Tina for review.

- *EMS is limited to a certain amount of space depending on how much the City has allocated for a specific issue. So ROARS can range from an 8-page edition, up to a 16-page edition.*

### **An Opportunity to Do More:**

Mr. Eppen stated ROARS was created to spread the good news about U City. However, the fact that it is published every other month limits the City's ability to spread the news about all the great things that are going on here.

### **Recommendations:**

#### **1. Electronic editions of ROARS**

Today, most people consume things on an electronic device and moving in this direction is cost-effective; can increase the frequency of publications; eliminate constraints associated with the current mode of publication and provide you with the capability to attach audio and videos.

- *At this point, the assumption is that everyone would still receive a hard copy and provided with an opportunity to opt out for the electronic version.*

#### **2. ROARS social media page**

#### **3. Reduction of hard copies from six to four**

- *To print and mail costs approximately \$5,000 an issue. If half the residents opted for an electronic version there would be a cost-savings of \$2,500 per issue.*

Mr. Eppen informed Council that although none of these recommendations are reflective of an either/or strategy, he would like to see ROARS evolve.

### **A More Consistent Appearance:**

Mr. Eppen stated that EMS has received some input with regards to the content of ROARS. And his synopsis of those contributions is whether ROARS should have a consistent look? He believes the answer to that is yes. As a result, Mr. Adams asked EMS to put together a new template for Council's review that makes ROARS look professional, inviting and readable. One issue EMS has experienced in the past is that when they try to include so much of the great information they've received in an edition it often makes it difficult to read.

### **Public Relations:**

Mr. Eppen stated what his company does with PR is look for earned media; proactively reaching out to different news outlets that might be interested in a story about U City and pitching things to them. For example, a couple of months ago, Councilmember Crow mentioned that an event was going on with the Symphony Orchestra that represented U City well in terms of inclusion and diversity. So EMS reached out to Channel 2, and this morning they ran a segment on the Symphony.

EMS uses iNcision; an independent third party software to measure placement, i.e., circulation, viewership, and value. iNcision estimated the value of that single placement with Channel 2 to be worth about \$12,000. What that means is if you ran an ad on Fox 2 in the morning it would cost you about \$12,000 to get the same amount of coverage.

When EMS took over the City's account several years ago, the earned placements were in the neighborhood of around twenty-two to twenty-four. Last year, the earned placements were somewhere around sixty.

Mr. Eppen stated in general, he believes that all cities across the U.S. need more feel-good stories, and they are actively promoting all the good things that, unfortunately, sometimes fall to the bottom of a newscast. A lot of that is accomplished by EMS having their thumb on the pulse of what's going on. But there is a direct correlation between placements, people visiting the City, and a positive economic impact.

Councilmember Glickert stated over the weekend he was talking with some residents that live south of Delmar near the Inner belt who informed him that they were not receiving copies of ROARS. So he wanted to make sure that EMS was aware of the multiple zip codes within U City. Mr. Eppen stated he was aware and would check to see if he could determine why it was not being delivered. However, EMS only controls the file that goes to the person who does the mailing.

Councilmember Carr stated she had received complaints from several residents of Olivette who said they were receiving ROARS, whereas other residents within the city limits were not. When she attempted to remove their names from the list she was informed that it was cheaper to mail to the entire zip code.

Councilmember Carr asked if it was the City's practice to distribute copies of ROARS to public places like the library where people could pick them up if they were not receiving a copy? Mr. Eppen stated he would be happy to see that that happens. But here again, the benefit with electronic copies is the ability to expand circulation. Councilmember Carr stated while she would agree, U City has an older demographic who do not want to use the computer.

Councilmember Crow asked Mr. Eppen if there was a historical percentage of recipients he anticipated would opt-in to the electronic version? Mr. Eppen stated he would be surprised if at least 20 percent did not elect to opt-in, especially if it was promoted as a savings to the City.

Mayor Welsch asked Mr. Eppen if he could expound on how upgrades to social media could fit into the City's PR strategy? Mr. Eppen stated the basic rules for social media is that it needs to be frequent; two-thirds of it needs to be fun, and a third of it needs to be about the serious business of the entity. For instance, one of their clients is Imos Pizza who has utilized David Freeze as their spokesperson for quite some time. When David got married last summer 200 pizzas were delivered to his wedding. That delivery was tweeted and millions of people saw it. So in terms of public relations and trying to promote U City, he wants people to visit, dine and shop here. And the more people EMS can reach, the more successful they are.

Mr. Eppen stated where he sees an opportunity is with Facebook. The City's current Facebook posts have been along the lines of, "*The pool opens on Friday*". But the goal of EMS would be to do something that's more entertaining; within the constraints of the type of entity, this is. You have an asset, but it's not being used to its full capacity to promote the City.

Almost like having a condition that could be cured by antibiotics, but you're not using them. So, he would highly recommend that the City undertake an initiative to fully utilize Facebook and Twitter.

Mayor Welsch stated she's noticed that most of the City's departments have their own Facebook page that ironically, she rarely receives. So, with the exception of the Police Department; which Mr. Adams believes should have their own page, she thinks there would be a benefit to commingling them all into one page. Mr. Eppen stated he would agree 100 percent with Mr. Adams. The Police Department is a completely different animal from the City itself, and it would be hard to mix those two from a personality standpoint. He stated that EMS has lots of clients with multiple departments, and they have always advised against the use of multiple Facebook pages. He stated Facebook can be very positive, and powerful, but it can also be a liability. So he would suggest that EMS review the Brand Planks with City staff, come to some sort of an agreement on what should be promoted, and then monitor the different channels of communications. Facebook is also very quick in terms of adoption and selling, so it's important to be concise about your message, and have a good strategy regarding what should be posted.

Mr. Eppen stated that EMS actually creates a calendar, and the month before an event occurs they present their posts to the approving authority so that nobody is ever surprised by what is being posted. Having one site will pull all of the followers from those different pages together and get more people to start sharing and building momentum.

Mayor Welsch asked Mr. Eppen if he was suggesting that EMS handle the City's social media accounts along with staff? Mr. Eppen stated there is a great economy of scale between ROARS and PR. EMS has a tremendous amount of expertise in social media and would love to use that expertise to assist U City.

Mayor Welsch asked Mr. Eppen if he would provide Mr. Adams with the financial implications associated with (1) the reduction from six editions to four; (2), the production of a digital version, and (3), managing the City's social media accounts? Mr. Eppen stated he would need to meet with Tina to get more specifics, but believes he could certainly provide that information within a couple of weeks.

Councilmember Smotherson asked Mr. Eppen why ROARS was sent to Tina for review? Mr. Eppen apologized and stated he had misspoken, the draft is sent to Mr. Adams for review. Councilmember Smotherson stated he is trying to gain a better understanding of who this task should be assigned to and how the City can develop a method of review that makes more sense than the current practice. Mr. Eppen informed Councilmember Smotherson that EMS completes this review the way that it does because that's the way it has always been done. Of course, that does not mean it's the right or the best way to do it, and they would be happy to work with Mr. Adams and Council to establish a better process.

Councilmember Smotherson stated that in order to add more variety and events that encompass all areas of the City into ROARS he would like to see other avenues explored, like the City's boards and commissions. Mr. Eppen stated EMS is excited about the evolution of this process because, in the past, their interaction was somewhat limited. Now it's becoming much broader, and frankly, the more interaction, the easier their job is. He stated it's simply a process of going from where we were, to where we want to be.

Councilmember Jennings concurred with Councilmember Smotherson's comments and suggested the possibility of recruiting individuals from commissions and encouraging them to become more active in this process.

Mr. Eppen stated a digital format would allow EMS to provide more timely information because it takes six weeks to create a hard copy and sometimes information becomes obsolete before this process is completed.

Mayor Welsch stated her understanding is that department heads are contacted because they provide a lot of the content. And then the staff liaison to the boards and commissions filters information out to them periodically because she has seen some of the reminder notices. So, although it may not be working as well as it could be, she does think there is a system in place.

Mr. Adams stated the goal of tonight's presentation was to initiate an interactive exchange of ideas that could lead to the development of a more effective process. And in his opinion, the opportunity to have a newsletter that goes out electronically would add a lot of value to the information being delivered. However, he does think that City staff should always be the ones responsible for gathering information, especially with respect to boards and commissions, because they are much more knowledgeable about the structure of these entities than EMS would be.

Councilmember Smotherson stated his main concern moving forward would be the implementation of a better review process. Mr. Adams informed Councilmember Smotherson that Mr. Eppen has been handling the City's account personally and has already taken steps within his company to ensure that the City's finished product is one that everybody can be proud of.

Councilmember Carr stated she is in favor of what she refers to as the "*Realtime dissemination of information*". And while the City seems to be doing a little of this, it does not do it enough, nor does it do it well enough. She stated that once EMS has completed their templates related to the new appearance of ROARS, she would be interested in obtaining some samples for the purpose of a discussion by members of Council. Mr. Eppen stated he would be happy to provide them.

### **ADJOURNMENT**

Hearing no additional questions or comments, Mayor Welsch adjourned the Study Session at 6:15 p.m.

Larette Reese  
Interim City Clerk





SPECIAL MEETING OF THE CITY COUNCIL  
CITY HALL, Fifth Floor  
6801 Delmar Blvd.  
University City, Missouri 63130  
**August 22, 2017**  
**4:30 p.m.**

**1. MEETING CALLED TO ORDER**

At the Special Session of the City Council of University City held on the fifth floor of City Hall, on Tuesday, August 22, 2017, Mayor Pro Tem Terry Crow, called the meeting to order at 4:30 p.m.

**2. ROLL CALL**

In addition to the Councilmember Crow, the following members of Council were present:

Councilmember Rod Jennings  
Councilmember Paulette Carr  
Councilmember Steven McMahon  
Councilmember Michael Glickert (*via video conference*)  
Councilmember Bwayne Smotherson (arrived at 4:33 p.m.)  
Mayor Shelley Welsch (Excused)

Also in attendance were Interim City Manager, Charles Adams, HR Manager, Kellie Cannon and IT Coordinator Michael Carlin.

**3. APPROVAL OF AGENDA**

Councilmember McMahon moved to approve the agenda as presented; the motion was seconded by Councilmember Carr and the motion carried unanimously

**4. Protocol for Communications with MSD the Clear Water Project**

Mr. Adams turned the discussion regarding the protocol for communications with MSD on the Clear Water Project over to Council. Councilmember Crow stated at the last meeting Councilmember Carr expressed concerns about the communication process with MSD. In response to that; Councilmember Crow recommended appointing only one person to communicate with MSD both for affirmative communications going outbound and also for MSD's communications coming inbound to Council. He believes this will give MSD greater clarity as to whom they should speak with. This will provide us with a consistence mechanism by which we can exchange information; both our thoughts to MSD and also MSD's thoughts to back to us. Councilmember Crow then opened the floor for discussion about other suggestions to streamline communications with MSD.

Councilmember Glickert stated he could not agree more with the assessment presented. He believes Mr. Adams is the point person and that it is the City's responsibility, so he wholeheartedly agrees with having one person and he should be the Interim City Manager.

Councilmember Jennings said he concurred that if it will be one person; that should be the City Manager. If Council is to be involved, he would not want to see just one member but maybe a person from each Ward. He is comfortable with the City Manager being the point person.

Councilmember Carr moved to authorize the City Manager to be the point person, and that the City Manager will communicate to MSD that he is in fact the point person and any other communications coming to and from the City should come from him. And the City Manager will keep Council informed on a weekly basis of what is going on with MSD. The motion was seconded by Councilmember Smotherson.

Councilmember Crow stated that he believes it's important that we ask MSD to direct all of their communication to the City Manager. Not just that he is authorized to speak for Council and receive information but at this point in time, after all the water that we've all seen under this bridge, no punt intended; it will serve us better if we ask MSD to streamline all their communication to the City Manager. That clearly means not to each or any of Council but to the City Manager. If separate conversations are had; which will happen and that's fine, the protocol needs to be the MSD knows that we expect that communication will go to all of Council should go through Mr. Adams. It has to be very clear that any communication directed to all of Council should go through Mr. Adams and not to any member of Council, Mr. Adams and then send it back out to Council. This is a concern and he asks to amend the motion to include this direction.

Councilmember Carr stated she did not mind making the amendment and added that MSD should actually communicate with the City Manager as opposed to just staff. Just as it is when Council wants to ask a question of staff they must direct it to the City Manager and then he passes it on to staff, so that the City Manager is advised of all things going on.

Councilmember Crow asked Councilmember Glickert if he was okay with asking MSD to communicate directly with Mr. Adams. Councilmember Glickert stated he agreed and that it was pretty much in line with what he had said earlier. He asked Councilmember Crow to make sure everyone has a chance to voice their thoughts before the motion comes before the floor.

Councilmember Carr stated that Roberts Rules of Order states that normally a motion is made and then discussed, so she doesn't think anybody is being cut off.

Councilmember Smotherson said he agreed and wanted to emphasize that the City Manager must be made aware of any contact or information between staff and MSD. He understands its typical business but he thinks the City Managers needs to be aware of what's happening and the interactions between MSD and staff.

Councilmember McMahon stated that he agrees the Interim City Manager should be the contact person (outgoing/ingoin). He asked the question; if MSD on their own decides to contact one or more Councilmembers; should we include that there's a duty upon Councilmembers to direct that message to Mr. Adams so that everyone is sharing and receiving the same information? So that all are aware of what the obligation is; should someone on MSD's end does not follow what we've asked of them.

Councilmember Jennings stated he agreed that Councilmember McMahan's suggestion should be included in the motion. Councilmember Crow ask that could be done in a separate motion. He believes Mr. Adams would like to be able to show MSD a clean motion that makes him the point person for communications and clearly asks MSD to direct their communications back to him.

Councilmember Carr made a motion to amend the motion to say we will be directing MSD to direct all communications to the City Manager. The motion was seconded by Councilmember Jennings.

Voice vote to approve the amendment carried unanimously.

Councilmember Carr stated that originally she had a second portion to the motion that asked the City Manager provide weekly status updates to Council. She asked if anyone objected or should it be a separate motion? She said at some point because of the water that has gone under the bridge, Council needs to know what is going on instead of sitting back for several months with no updates. Mr. Adams has been excellent about sending communications and having staff communicate what's going on. But it's important for Council to have confidence that they will know what's going on and not have any other surprises.

Councilmember Crow ask the City Manager if he was comfortable with weekly updates or would he rather have regular updates? Mr. Adams said yes he was fine with that; either there's something to report or there's not, it's simple to regiment ourselves to get it done in a timely manner.

Hearing no further discussion, Councilmember Crow called for the vote on the motion as amended by Councilmember Carr and it was seconded by Councilmember Jennings.

Voice vote to approve the motion carried unanimously.

Councilmember McMahan made the motion that should MSD not follow the directions set out by Council, that they will direct all communications through the Interim City Manager; and should any member of Council receive communication from MSD that they have an affirmative duty to direct MSD back to the Interim City Manager who will share the information with all of Council so everyone can stay on the same page.

The motion was seconded by Councilmember Jennings.

Voice vote on the motion carried unanimously.

Councilmember Crow stated he believed a study (work) session should be scheduled with MSD, to clearly ask them to layout each of the alternatives that they have considered up this point in time. Have them list the pros and cons for each of the alternatives. The intent would be to have both questions and answers and discussion regarding those alternatives. We need to be able to balance MSD's engineering needs with our needs as an elected body to the communities needs for how this should best be done with the least amount of upheaval to the citizens.

Councilmember Crow asked if a formalized directive was needed? Councilmember Carr state that she believes it needs to be formalized to give MSD something to go by. Council may feel comfortable operating on the consensus.

Councilmember Carr asked the City Manager if this decision should be conveyed to MSD prior to the meeting that MSD said they would hold sometime after Labor day? Mr. Adams stated that we should let MSD know sooner than later what Council's request is regarding the upcoming meeting. He would work with the Public Works and Parks director to identify a couple of dates that might be conducive for them as well as Council.

Councilmember Carr stated again that she believe this should be formalized, so that MSD is clear about how Council feels about upcoming meetings. We would like to have a discussion rather than just a presentation, where options are just given.

Councilmember Jennings said we want let MSD know exactly what the next step should be. Also updates to the items requested during the Mandarin House meeting should be included in the request; questions about the sewer lateral line and computer modeling and maps of the different options that have been proposed.

Councilmember Carr said she wanted to make sure this meeting is not a one off; that going forward we will set timelines and parameters for continuing these discussions. If Council does not engage and sits back, MSD may default to the kind of presentation that was given at the Mandarin House. Which will not be a discussion or negotiation, but a rather check in the box for public engagement. It is incumbent upon Council to establish or at least propose the ground rules.

Councilmember Crow asked if Council would be comfortable taking a vote to direct the Interim City Manager to communicate with MSD to schedule a study/work session between City Council, City Staff and MSD Staff to discuss the alternatives and how they got to the alternatives that were presented at the Mandarin House; including maps and modelings. The pros and cons of each alternative in a question and answer discussion format, which would include a balanced discussion of engineering needs verses community needs and at the end of the discussion, develop a timeline for further meetings and topics of discussions in both work and public sessions with citizens.

Councilmember Crow said Ms. Beth Martin (a resident commented from the audience) suggested that MSD should include all alternatives not just the ones presented at the Mandarin House meeting and he agreed they should discuss all of the alternatives considered to date. He then asked Mr. Adams if he thought the statement gives him the direction needed to move forward. Mr. Adams agreed and said he would share information with Council before it is presented to MSD to make sure everybody has a chance to weigh in.

Councilmember Glickert agreed with the recommendation and suggested the Mr. Adams discuss with Mr. Alpaslan to ensure everything is included in the letter to MSD. As we know MSD said they wanted to get together with Council in late August or early September and that time is here.

Councilmember Crow asked if there was a motion that the tenor of the subject that was provided be given to the City Manager to then communicate to MSD all of the items listed earlier?

Councilmember Jennings moved to accept the motion as stated by Councilmember Crow, it was seconded by Councilmember Carr.

Voice vote to approve the motion carried unanimously.

## **5. ADJOURNMENT**

Hearing no other comments or request to speak, Councilmember Crow called for a motion to adjourn the meeting, Councilmember Smotherson moved to adjourn and it was seconded by Councilmember Carr.

Voice vote to approve the motion carried unanimously.

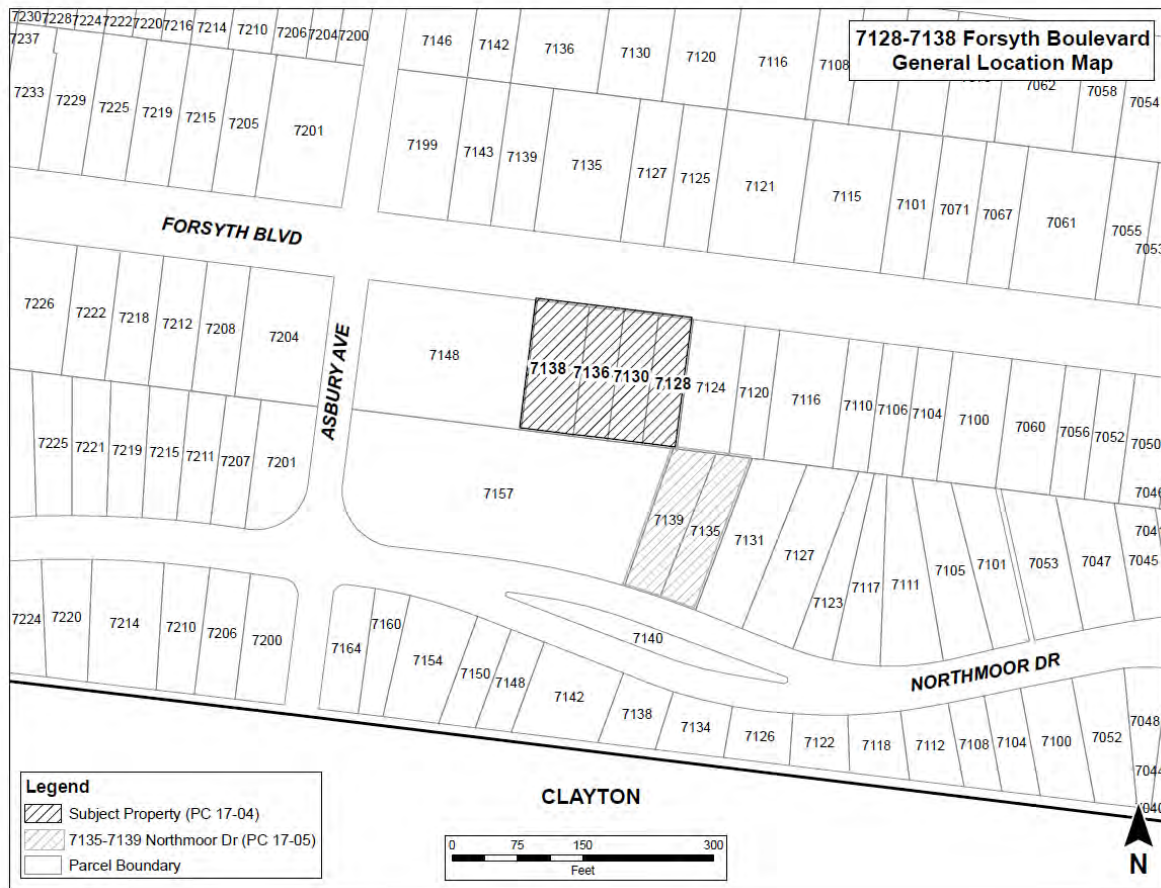
Councilmember Crow adjourned the meeting at 4:51 p.m.

LaRette Reese  
Interim City Clerk

DRAFT

Notice of Public Hearing  
(Case Number: PC 17-04)

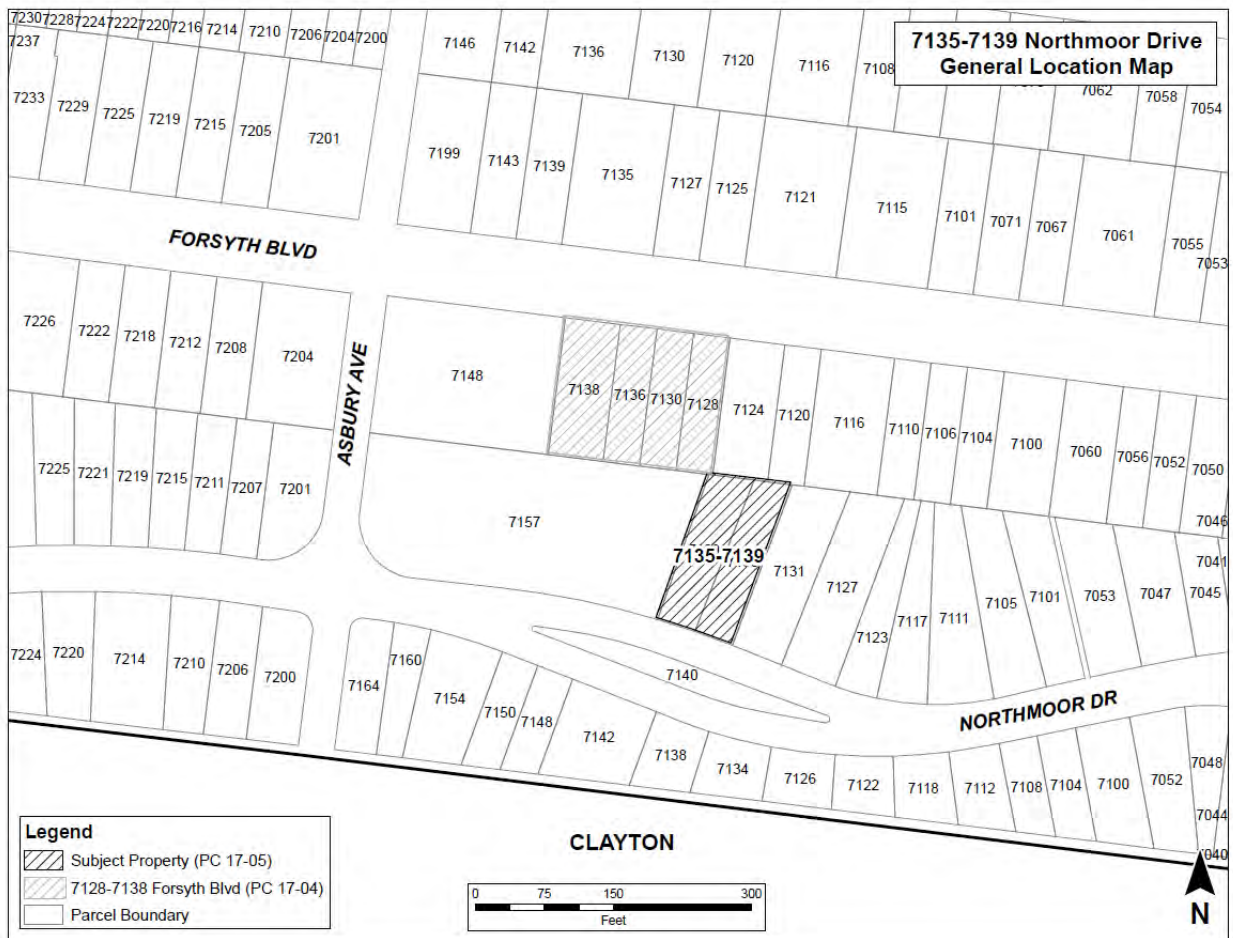
Notice is hereby given that the City Council of University City will hold a public hearing on **Monday, September 11, 2017 at 6:30 pm** in the 5<sup>th</sup> Floor Council Chambers of City Hall, 6801 Delmar Boulevard, to consider the application of **Our Lady of Lourdes Parish** (c/o Richard Hanneke, Pastor) for a Zoning Map Amendment to rezone the properties located at 7128-7138 Forsyth Boulevard from MR–Medium Density Residential District to PA– Public Activity District. Please contact Andrew Stanislav at 314-505-8501 with questions about the proposed Map Amendment. Persons with disabilities who require special arrangements to attend the public hearing should contact LaRette Reese at 314-505-8531 at least 5 days prior to the meeting. All interested parties are invited to attend.



CITY OF UNIVERSITY CITY  
LaRette Reese  
Interim City Clerk

Notice of Public Hearing  
(Case Number: PC 17-05)

Notice is hereby given that the City Council of University City will hold a public hearing on **Monday, September 11, 2017 at 6:30 pm** in the 5<sup>th</sup> Floor Council Chambers of City Hall, 6801 Delmar Boulevard, to consider the application of **Our Lady of Lourdes Parish (c/o Richard Hanneke, Pastor)** for a Zoning Map Amendment to rezone the properties located at 7135-7139 Northmoor Drive from SR–Single-Family Residential District to PA– Public Activity District. Please contact Andrew Stanislav at 314-505-8501 with questions about the proposed Map Amendment. Persons with disabilities who require special arrangements to attend the public hearing should contact LaRette Reese at 314-505-8531 at least 5 days prior to the meeting. All interested parties are invited to attend.

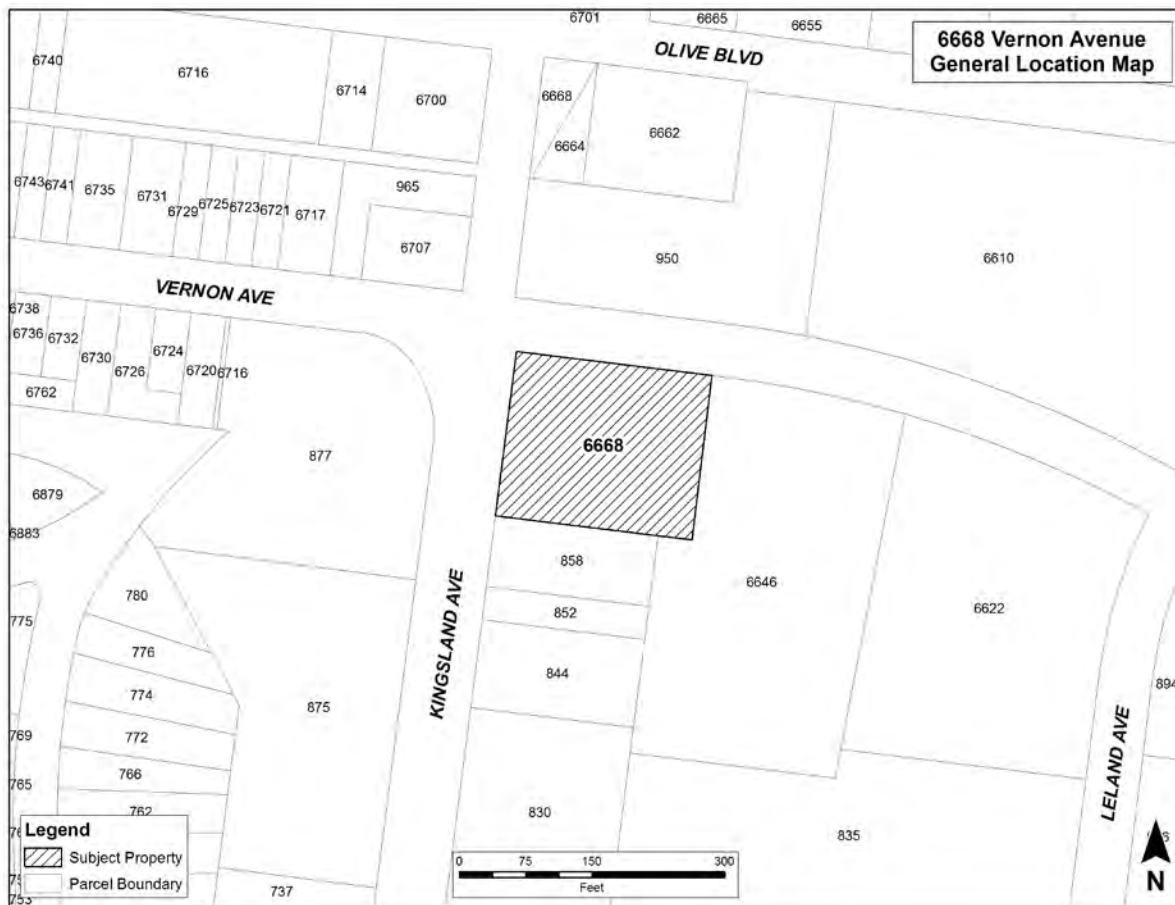


CITY OF UNIVERSITY CITY  
LaRette Reese  
Interim City Clerk



Notice of Public Hearing  
(Case Number PC 17-09)

Notice is hereby given that the City Council of University City will hold a public hearing on **Monday, September 11, 2017 at 6:30 pm** in the 5<sup>th</sup> Floor Council Chambers of City Hall, 6801 Delmar Boulevard, to consider the application of **Kingsland Walk Senior Living, LLC** (c/o Paul Boyer, Civil Engineering Design Consultants, Inc.) for a Zoning Map Amendment to rezone a parcel located at 6668 Vernon (at Kingsland Avenue) from PD-M – Planned Development – Mixed-Use District to PD-R – Planned Development – Residential District for development of an assisted living & memory care facility. Please contact Andrea Riganti at 314-505-8516 with questions about the proposed Map Amendment. Persons with disabilities who require special arrangements to attend the public hearing should contact LaRette Reese at 314-505-8531 at least 5 days prior to the meeting. All interested parties are invited to attend.



CITY OF UNIVERSITY CITY  
LaRette Reese  
Interim City Clerk



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**MEETING DATE:** September 11, 2017

Liquor License for **Irie Eat's Jamaican Restaurant, LLC**

**AGENDA SECTION:** Public Hearing

**BACKGROUND REVIEW:** **Irie Eat's Jamaican Restaurant, LLC** has applied for **All kinds of intoxicating liquor, by the Drink, Retail** liquor license including **Sunday Sales**. The applicant/owner is Carlton Brackett.

- A background check by the Police Department revealed no disqualifying information.
- Department approval was granted from Community Development, with no additional comments.
- Recommendations from University City citizens are included.
- A current Certificate of No Sales Tax Due issued by the Missouri Department of Revenue was received relative to the business.
- 2016 Personal Property tax record for the applicant indicate payment of taxes.
- Current voter registration documentation for the applicant was provided.



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Edward Byrne Memorial Justice Grant (JAG) Program – FY2017  
Local Solicitation

**AGENDA SECTION:** City Manager Report

**CAN THIS ITEM BE RESCHEDULED:** Yes

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**BACKGROUND REVIEW:** Purchase of eleven (11) tasers to replace and upgrade current inventory which has exceeded its expected useful lifecycle of five (5) years. The warranty on our current model has expired and will not be renewed because a new and improved model has been introduced. In addition, the company no longer manufactures replacement parts for our current model. The cost of each taser, including the battery pack, holster, two cartridges, and a 4-year warranty is \$1,406.52. The department will also purchase the dataport download kit for \$176.49. The dataport download kit will allow the department to access the encrypted deployment information in the memory. The total cost of the project is \$15,970.51. The grant funding opportunity is for \$15,553.00. The department will cover the additional cost to fully fund the project in the amount of \$417.51.

**RECOMMENDATION:** Approval

**City of University City  
University City Police Department  
Edward Byrne Memorial Justice Assistance Grant (JAG) Program – FY 2017  
Local Solicitation**

**APPLICATION ORDER**

<b>Abstract</b>	<b>Page 1</b>
<b>Program Narrative</b>	<b>Page 2</b>
<b>Budget Narrative</b>	<b>Page 3</b>

**PROJECT ABSTRACT**  
**Application No. 2017-H2690-MO-DJ**

Grant: Edward Byrne Memorial JAG Program – FY 2017 Local Solicitation  
Agency: University City Police Department  
Project Title: Taser Gun Replacement  
Project Identifiers: Equipment – General, Less than Lethal, Officer Safety, Crime Prevention, Policing

The University City Police Department strives to keep its equipment up-to-date to allow officers to maintain safety and security for residents, officers, and visitors.

In order to reduce officer and suspect injuries in the field, the University City Police Department is in need of replacing outdated tasers. Tasers have a lifecycle of five (5) years, our current inventory is being utilized beyond the expected useful lifecycle and upgrading and replacement have become necessary.

The University City Police Department will purchase 11 tasers, at a total cost of \$15,970.51, no later than October 2017.

**PROGRAM NARRATIVE**  
**Application No. 2017-H2690-MO-DJ**

Grant: Edward Byrne Memorial JAG Program – FY 2017 Local Solicitation  
Agency: University City Police Department  
Project Title: Taser Replacement  
Project Identifiers: Equipment – General, Less than Lethal, Officer Safety, Crime Prevention, Policing

The University City Police Department is a municipal police agency which provides full police services. The City of University City is one of one hundred (91) municipalities in St. Louis County; it is six (6) square miles in area and has a population of approximately 36,000. University City is one of the most densely populated communities in St. Louis County, with an extremely diverse make-up both racially and socio-economically. What makes University City unique is that it is bordered by eight (8) other municipalities, some of which are much smaller in population, with limited resources, so University City serves as a central hub for these surrounding neighborhoods for grocery stores, restaurants, retail, and entertainment. The University City Police Department currently is budgeted for seventy-nine (79) full-time commissioned officers and nineteen full-time (19) civilian employees.

Economic constraints have required the City of University City to make budget cuts on many levels. Items we can acquire with the funds provided by the Justice Assistance Grant (JAG) Program will help protect the future of the department. The funds received will also allow us to maintain the safety of the officers and citizens who live, work, and frequent University City, Missouri.

The University City Police Department will purchase eleven (11) tasers utilizing the funds provided by the JAG Program. Tasers have an unquantifiable deterrent effect and have proven to serve as a great tool for reducing officer and suspect injuries in the field by preventing physical altercations. Tasers have a lifecycle of five (5) years, our current inventory is being utilized beyond the expected useful lifecycle and upgrading and replacement can no longer be postponed. The original warranty on existing inventory has expired and there is no continued warranty available and the company no longer manufactures parts for the model the department has in use. Currently there is inventory that is considered non-functional for this very reason. If any other devices break or malfunction, there is no way to replace the parts. The department needs to replace twenty-five (25) tasers in total and the JAG Program would allow the department to upgrade 44% of its current inventory.

The City of University City will create a separate trust to track all drawdowns from this grant. The trust will enable the City of University City to track drawdowns and expenditures separately from other federal funding. The department will adhere to financial and programmatic reporting on a quarterly basis. The Department plans to complete equipment acquisition within the required two year grant period. Equipment purchased under the JAG Program will be done so, no later than October 2017.

**BUDGET NARRATIVE**  
**Application No. 2017-H2690-MO-DJ**

Grant: Edward Byrne Memorial JAG Program – FY 2017 Local Solicitation  
Agency: University City Police Department  
Project Title: Taser Replacement  
Project Identifiers: Equipment – General, Less than Lethal, Officer Safety, Crime Prevention, Policing

**A. Personnel**

There are no expenses for personnel.

**B. Fringe Benefits**

There are no expenses for fringe benefits.

**C. Travel**

There are no expenses for travel.

**D. Equipment**

**Tasers**

University City Police Department will purchase 11 tasers to replace expired equipment. The cost of each item is as follows:

<b><u>Item Description</u></b>	<b><u>Quantity</u></b>	<b><u>Unit Price</u></b>	<b><u>Net Total</u></b>
Taser	11	\$964.05	\$10,604.05
Battery Pack	11	\$58.38	\$642.18
Holster	11	\$57.04	\$627.44
Cartridge	22	\$29.30	\$644.60
Warranty	11	\$297.75	\$3,275.25
Dataport Download Kit	1	\$176.49	\$176.49
<b>Grand Total</b>			<b>\$15,970.51</b>

This will help reduce injuries for the officers and citizens who live, work, and frequent the University City, Missouri. We are applying for the maximum federal funding amount of \$15,553.00, but the grand total cost of the project will be \$15,970.51. The City will cover the additional \$417.51 that is not federally-allocated.

**The total cost for eleven cameras is \$15,970.51.**

**Total federal is \$15,553.00.**

**Total non-federal is \$417.51**

**The grand total for equipment costs will be \$15,970.51.**

**E. Supplies**

There are no expenses for supplies.

**F. Construction**

There are no expenses for construction.

**G. Consultants/Contracts**

There are no expenses for consultants.

**H. Other Costs**

There are no other costs.

**I. Indirect Costs**

There are no other indirect costs.

**Budget Summary**

<b>Budget Category</b>	<b>Federal Request</b>	<b>Non-Federal Amounts</b>	<b>Total</b>
<b>A.</b> Personnel	\$0	\$0	\$0
<b>B.</b> Fringe Benefits	\$0	\$0	\$0
<b>C.</b> Travel	\$0	\$0	\$0
<b>D. Equipment</b>	<b>\$15,553.00</b>	<b>417.51</b>	<b>\$15,970.51</b>
<b>E.</b> Supplies	\$0	\$0	\$0
<b>F.</b> Construction	\$0	\$0	\$0
<b>G.</b> Consultants/Contracts	\$0	\$0	\$0
<b>H.</b> Other	\$0	\$0	\$0

<b>Federal Request</b>	<b>\$15,553.00</b>
<b>Non-Federal Request</b>	<b>\$417.51</b>
<b>Total Project Cost</b>	<b>\$15,970.51</b>





## City Manager's Report Agenda Item Cover

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**MEETING DATE:** September 11, 2017  
**AGENDA ITEM TITLE:** 2017-2018 Social Media Proposal – ESM Marketing  
**AGENDA SECTION:** City Manager's Report  
**CAN THIS ITEM BE RESCHEDULED?** YES

**BACKGROUND REVIEW:** See attached proposal from ESM marketing

**ATTACHMENTS:** ESM Marketing Proposal

**RECOMMENDATION:** Approval



# **2017-2018 Social Media Proposal for University City**

**Prepared by Paul Eppen & Lindsay Keaton**

**August 2017**



**ESM Marketing STL • 1703 Delmar Boulevard • 314-542-0400**

## Overview

University City could greatly benefit from a consistent, robust social media strategy and well-executed campaign. Currently, the city communicates through social media and a variety of other formats such as ROARS, the city's website, and others. The city maintains many social media accounts that are serviced through the different city departments.

Although this provides each department with a channel to deliver information to University City residents, it also creates a potential issue because there is no overall strategy for the information being presented and no consistency/overview to the actual posts. A possible, more effective social media plan for the city would organize all the departmental social media pages/campaigns and consolidate them under one rich social media strategy/campaign.

ESM Marketing STL is proposing to manage this new, integrated social media strategy and campaign. ESM has strong experience creating social media strategies and effectively implementing engaging social media campaigns. ESM Marketing will build and execute an integrated social media strategy for the City of University City to achieve the following objectives:

- Produce strategic messages to complement and support overall marketing strategy.
- Post public relations initiatives and updates.
- Be guided by a monthly calendar of University City's approval of frequent posts.
- Create a social media page for ROARS which will allow for more frequent posts and the addition of electronic media (videos, etc).
- Engage, Entertain, Inform.
- Use social media channels as a professional outlet to communicate and connect with the city residents.
- Increase the city's audience, engagement, and online influence.

## Social Media Plan

ESM will schedule approximately 25-40 monthly social media posts across all channels (Facebook and Twitter) and conduct social listening and engagement on each channel. These posts will include liking, re-tweeting, commenting back, etc. so the followers feel connected and heard. ESM will work closely with the directors of each of the City Manager's staff to ensure timely information is obtained and distributed.



The proposed plan will have the following benefits:

- Provide more timely information - distributed more frequently than ROARS.
- Provide space for more information distribution.
- Provide for greater breadth of topics ... not confined to set number of pages.
- No printing costs.
- Allow direct delivery to targeted audiences.
- Be more interactive. Information can be boosted, shared and liked.

The City Manager of University City will:

- Approve posting materials.
- Receive a monthly report on key social media metrics.

ESM Marketing STL will provide the following social media tactics for the City of University City:

Facebook:

- ESM will manage University City's Facebook page.
- Create unique, daily content.
- Create a separate page for ROARS.
- Schedule at times to maximize audience reach and engagement.
- Boost posts to increase paid reach in a cost-efficient manner.
- Audit the Facebook page, ensuring all information is correct and applicable.
- Utilize appropriate hashtags to gain social media awareness.

Twitter:

- ESM will run University City's Twitter profile.
- Post the same content messages as seen on Facebook.
- Engage with followers and relevant thought leaders to strengthen social media presence.
- Utilize appropriate hashtags to gain social media awareness.

### Services and Fees:

ESM would be extremely pleased and proud to become University City's social media partner. In this role, we would work as a direct extension of the City Manager's staff. The ESM team does not work based on a "hours" model, and is ready to do whatever it takes to help University City achieve its short-term and long-term communication objectives!



ESM is proposing a customized social media plan based on a retainer basis of \$2,000 per month. We believe this will provide substantial value to University City and optimize the city's marketing and communication initiatives. This retainer-based relationship would cover all the deliverables included in this proposal. This engagement would remain in place for one-year. After that time, either party may cancel this engagement at any time with 30-days' notice.

Supplementary items such as outside video production or creative fees, boosted posts, market research lists, media monitoring, etc. would be a pass-through cost to the client, subject to client pre-approval. Advice and counsel, on all marketing matters, from any of ESM's partners and/or staff is also included as a part of this proposed partnership!

**ESM Marketing STL**

**University City**

Name: Paul Eppen

By: Charles Adams

Signed: 

Title: President

City Manager

Date: 8-18-17



## THE CITY OF UNIVERSITY CITY | SOCIAL MEDIA AUDIT

### Facebook:

- 1,996 likes
- 4.4 stars out of 5 with (5) reviews
- None of the reviews have been addressed
- Posts are sporadic and irregular
- Posts are text-heavy and not aesthetically pleasing
- Content is mostly community announcements
- Average of 0-10 likes per post
- Average of 0-2 comments per post
- Photo albums are not regular, high quality, or being used to their full potential
- No videos
- Does not use Event pages to their full potential

### Twitter:

- 1,517 followers
- Posts are sporadic and irregular
- All posts are text-only
- Content is all city-ran event announcements
- Account was hacked
- Extremely controversial tweets are “liked”
- Average 0-2 likes per post
- Average 0 re-tweets per post
- Does not utilize trending hashtags





## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Conditional Use Permit (C.U.P.) application for 1011 East Park Industrial Drive and 6425 Maple Avenue; Applicant – Philip Samuels, David Samuels, Scot Towner with Hendrix and Hunter; manufacturing of sporting firearms with offices and storage and assembly areas in the IC – Industrial Commercial District (PC 17-10)

**AGENDA SECTION:** City Manager's Report

**COUNCIL ACTION:** Motion by City Council required for Approval

**CAN THIS ITEM BE RESCHEDULED?:** Yes

**BACKGROUND REVIEW:** Attached are the relevant documents for the above-referenced C.U.P. application. A public hearing was conducted by the Plan Commission on August 23, 2017 as required. Notification to the public of the hearing was directly mailed to property owners within 200' of the subject property, posted on the property, as well as the agenda being posted in public places. Three members of the public spoke – one person expressed concerns and two individuals were in support of the proposal. Attached are the draft meeting minutes, and the audio recording from the meeting is available through the City's website.

Section 400.2700 of the Zoning Code requires staff to review the C.U.P. application and prepare a report and recommendation for the Plan Commission. Subsequently, the Plan Commission shall review the C.U.P. application and make a recommendation to City Council. Upon review and consideration, Plan Commission recommended approval of the application with conditions. The letter of transmittal from Plan Commission with its recommendation is attached.

A C.U.P. does not require a public hearing at the City Council level. Public comments can be received. *Though not required*, additional public notification for this agenda item was provided, including mailing to property owners within 300' of the subject property and posting notification on property. The City Council agenda was also posted in public locations and on social media.

For its approval, this agenda item would require a motion by the City Council.

**Attachments:**

- 1: Transmittal letter from Plan Commission with recommended conditions
- 2: Staff Report with attachments (including application documents and site plan)
3. Draft Minutes of August 23, 2017 Plan Commission meeting

**RECOMMENDATION:** Approval



**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

August 29, 2017

Ms. LaRette Reese  
Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Application for Conditional Use Permit PC 17-10 – manufacturing of sporting firearms with offices and storage and assembly areas at 1011 East Park Industrial Drive and 6425 Maple Avenue

Dear Ms. Reese,

At its regular meeting on August 23, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, the Plan Commission conducted a public hearing on the above-referenced application by Philip Samuels, David Samuels, Scot Towner with Hendrix and Hunter for a Conditional Use Permit in the "IC" – Industrial Commercial District.

By a vote of 5 to 0, the Plan Commission recommended approval of the application subject to the conditions in Attachment A.

Sincerely,

A handwritten signature in black ink that reads "Cirri Moran". The signature is fluid and cursive, with a large loop at the end.

Cirri Moran, Chairperson  
University City Plan Commission



ATTACHMENT A  
Conditional Use Permit – PC 17-10 – Conditions of Approval  
1011 East Park Industrial Drive and 6425 Maple Avenue

**[Except as noted herein below, other applicable codes and regulations of the City of University City shall apply.]**

Department of Community Development

1. PERMITTED USES

- a) The uses permitted by this Conditional Use Permit shall include the manufacturing of sporting firearms with related offices and storage and assembly areas within portions of the 2 existing buildings on the subject site.
- b) No building expansions, additions, other exterior modifications, or retail storefront are allowed.
- c) Processing of flammable liquids, gases, explosives, caustic and hazardous chemicals are prohibited.
- d) Indoor or outdoor shooting range shall be prohibited.
- e) Any more intense activity relating to firearms shall be subject to additional review to ensure that it will not cause substantial injury to the value of neighboring property.

2. HOURS OF OPERATION

The hours of operation shall be limited to Monday – Friday from 9 a.m. to 4 p.m..

3. SIGNAGE

No signage associated with the permitted use shall be allowed.

4. OTHER REQUIREMENTS

- a) All appropriate permits [e.g. building, mechanical, electrical, and plumbing] must be obtained prior to the start of any and all interior construction. The applicant must adhere to all requirements of the Building Code.
- b) A license by the U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) shall be obtained prior to issuance of building permits or non-residential occupancy permits for the permitted uses.

### Department of Public Works and Parks

1. Provide a photometric plan to show the illumination level as approved by the Department of Public Works and Parks.
2. Indicate the solid waste collection location and explain how it is proposed to be disposed on the site plan.
3. Traffic movements and access for trucks shall be described/shown on the site plan as approved by the Department of Public Works and Parks.

### Fire Department

No Comments

### Police Department

1. A security plan with specific measures shall be submitted for review and approval by the University City Police Department prior to issuance of building permits or non-residential occupancy permits for the permitted uses.



**Department of Community Development**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

**STAFF REPORT**

MEETING DATE: August 23, 2017

FILE NUMBER: PC 17-10

COUNCIL DISTRICT: 3

Location: 1011 East Park Industrial Drive and 6425 Maple Avenue

Applicant: Philip Samuels, David Samuels, Scot Towner with Hendrix and Hunter

Property Owner: Universal Sewing Supply Inc.

Request: Conditional Use Permit (C.U.P.) to allow manufacturing of sporting firearms with offices and storage and assembly areas in the "IC" – Industrial Commercial District

**COMPREHENSIVE PLAN CONFORMANCE**

Yes     No     No reference

**STAFF RECOMMENDATION**

Approval     Approval with Conditions in Attachment A     Denial

**ATTACHMENTS:**

- A. Conditions of Approval
- B. Map
- C. Application Documents
- D. Site Plan Drawings
- E. Departmental Comments & Applicant Responses

Existing Zoning: "IC" – Industrial Commercial District

Existing Land Use: Tool manufacturing/wholesale/storage

Proposed Zoning: No change – "IC" District

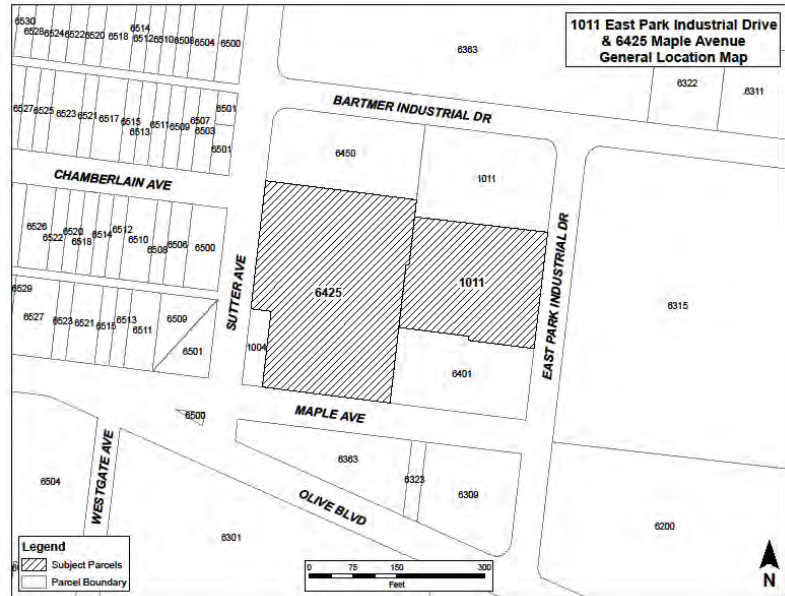
Proposed Land Use: Manufacturing of sporting firearms with offices and storage and assembly areas in existing buildings

**Surrounding Zoning and Land Use:**

North: IC - Industrial Commercial District	Tool manufacturing/wholesale/storage
East: IC - Industrial Commercial District	Manufacturing/office/storage
South: IC - Industrial Commercial District	Auto towing and heating/cooling businesses
West: IC - Industrial Commercial District & LR - Limited Residential District	Commercial and Single-/Multiple-Family Residences

## Existing Property

The subject property is composed of two contiguous parcels totaling approximately 3.0 acres in area. The eastern parcel is occupied by a one-story light industrial building of approximately 21,200 square feet and constructed in 1972. The western parcel is occupied by another one/two-story light industrial complex of approximately 38,350 square feet under roof and constructed in 1928. With the exception of a smaller commercial building to its southwest, all the parcels and buildings within this entire block are under the same ownership. The site is accessible from three streets, East Park Industrial Drive, Maple Avenue, and Sutter Ave.



## Applicant's Request

The current request is for a C.U.P. to allow the manufacturing of sporting firearms with offices and storage and assembly areas within portions of the 2 existing light industrial buildings on the site in the "IC" – Industrial Commercial District. No building expansions, additions, or other exterior modifications, or retail storefront, are proposed. The proposed hours of operation would be Monday – Friday from 9 a.m. to 4 p.m. Five to ten new employees are anticipated to be added over the 12-18 months. Current maximum number of employees for the existing uses in the buildings is 40, while 50 are projected as a result of the proposal. There are 22 parking spaces shown on the western parcel with a parking lot for 42 additional spaces to its immediate north, shared by other uses under the same owners in the block.

A license by the U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) has been applied for by the applicant. Security measures such as off-site monitored alarm system, limited building access, anonymity (no signage), and sturdy building construction, will be implemented as well.

## Process – Required City Approvals

Plan Commission. Section 400.2700.C of the Zoning Code requires that C.U.P. applications be reviewed by Plan Commission. The Plan Commission shall make a recommendation to the City Council for their consideration. A public hearing is required at the Plan Commission meeting.

City Council. Section 400.2700.D of the Zoning Code requires that C.U.P. applications be reviewed by City Council for the final decision, subsequent to the public hearing and recommendation from Plan Commission. In conducting its review, City Council shall consider the staff report, Plan Commission's recommendation, and application to determine if the proposed C.U.P. application meets the requirements of the Zoning Code.

## Analysis

The intent and purpose of the "IC" District is "to accommodate light industrial, light

*manufacturing, warehousing, office, and retail development. The land uses within this district are intended to be developed at a scale and intensity which is not detrimental to the rest of the community by reason of noise, vibration, smoke, dust, toxic or noxious emissions or by-products, explosive hazard or excessive heavy truck traffic. Expressly prohibited uses in this district include heavy industrial operations such as, but not limited to, foundries; refineries; incinerators; tire and rubber reclamation facilities; and processing of flammable liquids, gases, explosives, caustic and hazardous chemicals. ”*

Per the “IC” District regulations, uses not listed as Permitted or Conditional Use but are determined by the Zoning Administrator to be identical or similar to one (1) or more of those uses which appear to meet the intent of this district but its potential impact is uncertain, then such use shall be considered a “Conditional Use”. Thus, the issue under consideration for this C.U.P. request is the appropriateness of manufacturing of sporting firearms with offices and storage and assembly areas in portions of the existing buildings at the subject location.

On review, it is staff’s opinion that the proposed use is reasonable at this location and would be compatible with the other existing light industrial uses on-site and the surrounding commercial/industrial/residential uses, as long as appropriate safeguard conditions are imposed to prevent any negative impact. The requested use would be contained in the existing buildings, with no building expansions, additions, or other exterior modifications, nor retail storefront, proposed. The proposed hours of operation would be limited to daytime, Monday – Friday from 9 a.m. to 4 p.m. Security measures such as monitored alarm system, limited building access, anonymity (no signage), and sturdy building construction, will be implemented. Further, ATF license has been applied for and should be obtained prior to building permits or non-residential occupancy permits for the proposed uses, if the C.U.P. is approved. However, indoor or outdoor shooting range shall be prohibited due to the potential noise impact to the residential uses in the proximity. Processing of flammable liquids, gases, explosives, caustic and hazardous chemicals are also expressly prohibited in the “IC” District.

The minimum off-street parking and loading space requirements are met considering the total number of new employees to be added.

### **Public Involvement**

A public hearing at a regular Plan Commission meeting is required by the Zoning Code. The public hearing notice for the current proposal was published in the newspaper 15 days prior to the meeting date and was mailed to property owners within 200 feet of the subject property, exceeding the required distance of 185 feet. Three signs were also posted on the three street frontages of the subject property with information about the public hearing. Any member of the public will have an opportunity to express any concerns by writing in or attending the Plan Commission meeting.

### **Staff Recommendation**

Based on the preceding considerations, staff is of the opinion that the proposed manufacturing of sporting firearms with related offices and storage and assembly areas, as shown on the Site Plan and application materials, is reasonable at this location and complies with the Conditional Use Permit findings of fact as set forth in Section 400.2720 of the Zoning Code. However, any more intense activity relating to firearms shall be subject to additional review to ensure that it will not cause substantial injury to the value of neighboring property. Thus, staff recommends approval of this request subject to the conditions set forth in Attachment A.

ATTACHMENT A  
Conditional Use Permit – PC 17-10 – Conditions of Approval  
1011 East Park Industrial Drive and 6425 Maple Avenue

**[Except as noted herein below, other applicable codes and regulations of the City of University City shall apply.]**

Department of Community Development

1. PERMITTED USES

- a) The uses permitted by this Conditional Use Permit shall include the manufacturing of sporting firearms with related offices and storage and assembly areas within portions of the 2 existing buildings on the subject site.
- b) No building expansions, additions, other exterior modifications, or retail storefront are allowed.
- c) Processing of flammable liquids, gases, explosives, caustic and hazardous chemicals are prohibited.
- d) Indoor or outdoor shooting range shall be prohibited.
- e) Any more intense activity relating to firearms shall be subject to additional review to ensure that it will not cause substantial injury to the value of neighboring property.

2. HOURS OF OPERATION

The hours of operation shall be limited to Monday – Friday from 9 a.m. to 4 p.m..

3. SIGNAGE

No signage associated with the permitted use shall be allowed.

4. OTHER REQUIREMENTS

- a) All appropriate permits [e.g. building, mechanical, electrical, and plumbing] must be obtained prior to the start of any and all interior construction. The applicant must adhere to all requirements of the Building Code.
- b) A license by the U.S. Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) shall be obtained prior to issuance of building permits or non-residential occupancy permits for the permitted uses.

### Department of Public Works and Parks

1. Provide a photometric plan to show the illumination level as approved by the Department of Public Works and Parks.
2. Indicate the solid waste collection location and explain how it is proposed to be disposed on the site plan.
3. Traffic movements and access for trucks shall be described/shown on the site plan as approved by the Department of Public Works and Parks.

### Fire Department

No Comments

### Police Department

1. A security plan with specific measures shall be submitted for review and approval by the University City Police Department prior to issuance of building permits or non-residential occupancy permits for the permitted uses.



**ZONING & LAND USE**  
**1011 East Park Industrial Drive**  
**& 6425 Maple Avenue**

**ATTACHMENT "B"**

Light Industrial/  
Office/ Storage

**ZONING: LR**

Single-Family and  
Multi-Family Residential

**BARTMER INDUSTRIAL DR**

**ZONING: IC**

**CHAMBERLAIN AVE**

Single-Family and  
Multi-Family Residential

**SUTTER AVE**

Tool Manufacture/  
Wholesale/ Storage

**6425**

**1011**

Light Industrial/  
Office/ Storage

Daycare Vacant Retail

Commercial

**EAST PARK INDUSTRIAL DR**



**ZONING: IC**

**MAPLE AVE**




Auto Towing  
Company

Heating & Cooling  
Company

**Legend**

-  Subject Parcels
-  Parcel Boundary

**Zoning District**

-  HR-High Density Residential
-  IC-Industrial Commercial
-  LR-Limited Residential

Prepared by: University City Dept. of Community  
Development Staff - August, 2017;  
Data Source: St. Louis County Department of  
Revenue, GIS Datasets 2016;

**ZONING: HR**

Multi-Family Residential



Light Industrial/  
Office/ Storage







Department of Community Development

6801 Delmar Boulevard • University City, Missouri 63130 • 314-505-8500 • Fax: 314-862-3168

REV. Received

AUG 07 2017

APPLICATION FOR CONDITIONAL USE PERMIT Under Article 11 of the Zoning Code of University City, Missouri

Department of Community Development City of University City 6801 Delmar University City MO 63130

1. Address/Location of Site/Building: 1011 East Park Industrial Drive and 6425 Maple Avenue

2. Zoning District (check one):

SR LR MR HR HRO GC LC CC X IC PA PD

3. Applicant's Name, Corporate or DBA Name, Address and Daytime Telephone: Philip Samuels, David Samuels, Scot Towner; Hendrix and Hunter; 1011 East Park Industrial Drive; 314-862-0800

Preferred Order of Contact: Scot Towner, David Samuels, Philip Samuels

4. Applicant's Interest in the Property: X Owner Owner Under Contract Tenant\* Tenant Under Contract\* Other\* (explain):

\* Please Note: Zoning Code Section 400.2680 requires that the application may only come from one (1) or more of the owners of record or owners under contract of a lot of record (or zoning lot), or their authorized representative. If you are applying as a tenant, tenant under contract or other, you must attach a letter from the owner stating you are an authorized representative of them and they give you permission to file this application for Conditional Use on their behalf.

5. Owner's Name, Corporate or DBA Name, Address and Daytime Telephone, if other than Applicant:

[Blank lines for owner information]

6. Please state, as fully as possible, how each of the following standards are met or will be met by the proposed development or use for which this application is being made. Attach any additional information to this application form.

a) Complies with all applicable provisions of the University City Zoning Code (e.g. required yards and setbacks, screening and buffering, signs, etc.).

Operation will be an additional venture concurrent with an existing operating business. No significant modifications will be required such as additional electrical service or utility consumption.

There is currently parking and work space for several expansions from start up.

b) At the specific location will contribute to and promote the community welfare or convenience.

Initially the project will have little influence on the community. If successful there is potential to add jobs consisting of skilled machinery operators and quality assurance professionals along with general labor.

c) Will not cause substantial injury to the value of neighboring property.

This project is in line with IC zoning application. It will draw no heavy traffic. It will not contribute noise levels or place unusual loads on utility services.

d) Is consistent with the Comprehensive Plan, neighborhood development plan (if applicable), and any other official planning and development policies of the City.

At an IC zoned location this manufacturing venture has potential to create employment and generate revenue for the community.

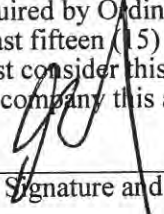
e) Will provide off-street parking and loading areas in accordance with the standards contained in Article 7 of the University City Zoning Code

Ample parking and freight docks are existant at this location.

**\*\* Please Note:** You should also submit twelve (12) copies of a memo detailing the following information:  
1) Description of the proposed Conditional Use, in narrative form. Please include historical information about the applicant, the company and/or the organization. Explain why this particular site was chosen for the proposal, state the number of employees that will be working at the site, state the hours of operation, explain other features unique to the proposed use and submit any other information that will help the Plan Commission and City Council in their decisions. 2) Estimated impact of the conditional use on the surrounding properties and adjacent streets, including, but not limited to, average daily and peak hour traffic generation, existing traffic volumes of adjacent streets, if available, use of outdoor intercoms, and any other operational characteristics of the proposed use that may have impacts on other adjacent or nearby properties. 3) Legal description of the property(s) proposed for the Conditional Use Permit, when the proposed use involves a substantial addition or new construction.

A Public Hearing before the Plan Commission is required by Ordinance. Notice of such Public Hearing must be published in a newspaper of general circulation at least fifteen (15) days in advance. Upon receipt of a Plan Commission Recommendation, the City Council must consider this application and supporting information before a Use Permit may be granted. A fee of \$250 must accompany this application.

Date 07/20/2017

Applicant's Signature and Title  President David Samuels

Representing (if applicable)

FOR OFFICE USE ONLY

Application First Received.

Application Fee in the Amount of \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Application returned for corrections, additional data.

Final complete application received.

File # \_\_\_\_\_ created.



# Application for Conditional Use Permit

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## Hendrix and Hunter - Supplemental Attachments

### Description of Conditional Use

#### History and Background

The purpose of this application is to allow Philip Samuels, David Samuels, and Scot Towner to obtain a Bureau of Alcohol Tobacco Firearms and Explosives license for a business to be known as Hendrix and Hunter. Hendrix and Hunter will begin as a development effort to produce a new sporting rifle for hunting and collector interest. The type of license sought is a Type 07 which allows manufacturing of sporting firearms. Activities to take place at the location will utilize existing structures only and will include an engineering office and a secure storage and assembly area.

The Samuels are long time business owners at the proposed location, since 1972, and wish to add this new venture alongside their manufacturing and distribution business at the site. Scot Towner is an engineer with years of relevant experience in custom and competition level firearms manufacture. The products of Hendrix and Hunter will be high quality and sell at a premium. Quality rather than quantity is the direction of this business. It is the hope of the applicants that this business will find success by introducing a new product to market that generates high demand followed by growth and additional job creation.

#### Site Selection

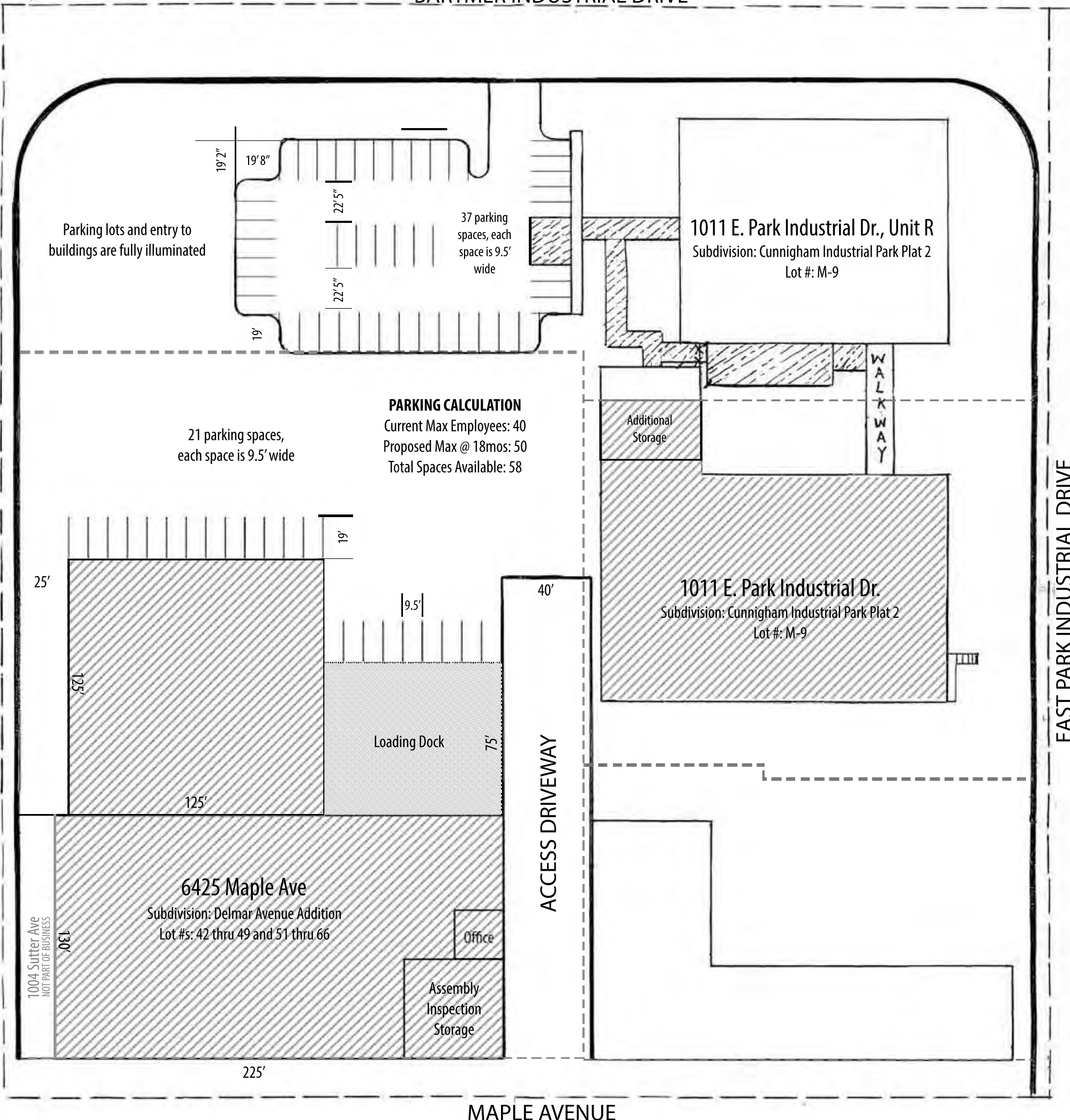
This location has been selected because it is currently owned by two of the Hendrix and Hunter partners. Existing facilities have space for office, inspection, assembly, and storage and shipping docks are present as well. There is room for several expansions in operation as the business succeeds and grows in the future and ample parking is present for startup and future employees.

#### Employment

Once progress is reached beyond the prototype and testing phase employees will be added for inspection, assembly, and general labor. Projected timeline is six months after obtaining BATFE licensing which will occur within two months of receiving our Conditional Use Permit. Specific employee projections at that six month interval are for one skilled inspection position and one skilled assembly position. Skilled assembly positions are expected to grow to five or six by the end of twelve months with general labor added as needed.

#### Area Impact

No noticeable impact is expected from this operation beyond the addition of five to ten new employees over the next twelve to eighteen months. Parking is available in the existing lot. Utility use will be within the capacity of existing services. Hours of operation will be Monday – Friday 9 am to 4 pm by appointment. There will be no retail storefront.



**PARKING CALCULATION**

Current Max Employees: 40  
Proposed Max @ 18mos: 50  
Total Spaces Available: 58

21 parking spaces,  
each space is 9.5' wide

37 parking  
spaces, each  
space is 9.5'  
wide

Parking lots and entry to  
buildings are fully illuminated

ACCESS DRIVEWAY

WALKWAY

SUTTER AVENUE

EAST PARK INDUSTRIAL DRIVE

MAPLE AVENUE



-----  
Permit Application Boundaries

**HENDRIX AND HUNTER CONDITIONAL USE PERMIT APPLICATION**

PROPERTY OWNER: UNIVERSAL SEWING SUPPLY, LLC

PHONE: 314-862-0800

BUILDING LOT: 92,031 SQFT

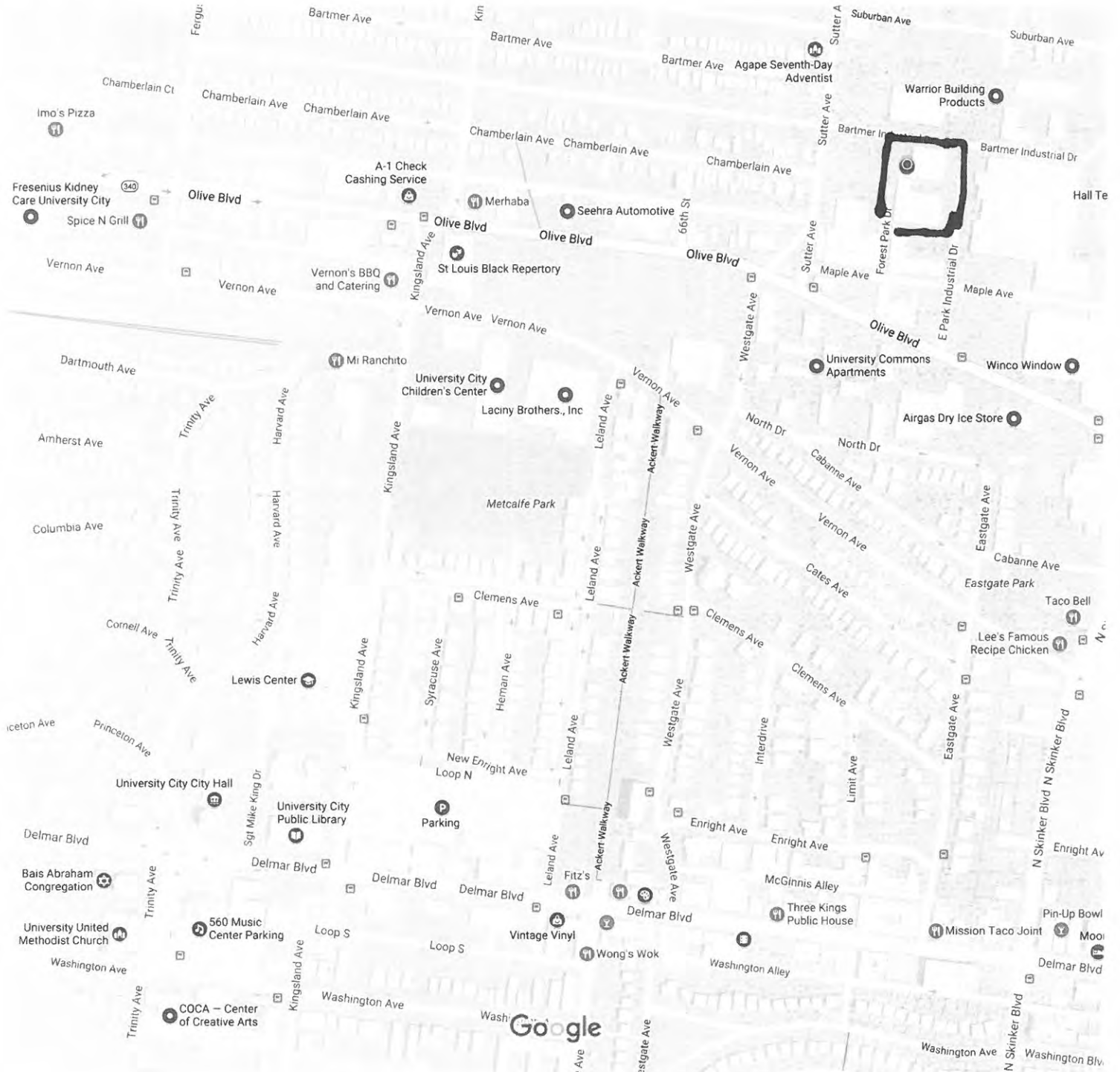
ZONE DESCRIPTION: IC

NUMBER OF 14' x 9.5' PARKING SPACES: 61

PARKING, SIDEWALKS AND BUILDING ARE ILLUMINATED

NO SIGNAGE TO BE ADDED

# Google Maps



Map data ©2017 Google United States 200 ft

ATTACHMENT E - DEPARTMENTAL COMMENTS (PWP  
& UCPD) AND APPLICANT RESPONSES

**Raymond Lai**

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**Subject:** RE: Updated Site Plan - Request for comments - Conditional Use Permit application (PC 17-10) - manufacturing of sporting firearms and associated uses

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**From:** Sinan Alpaslan

**Sent:** Thursday, August 17, 2017 7:12 PM

**To:** Raymond Lai

**Subject:** RE: Updated Site Plan - Request for comments - Conditional Use Permit application (PC 17-10) - manufacturing of sporting firearms and associated uses

Ray – three comments:

- 1) Can we have a photometric plan to show the illumination that the site plan talks about?
- 2) Can we have the solid waste collection location indicated on the plan? And/or how is it proposed to be disposed? We provide commercial service, too.
- 3) Can we find out what movements are proposed for trucks and what type of trucks? I can see a driveway off Maple Ave. and another one off Sutter Ave. for that purpose.



Sinan Alpaslan, P.E.  
City of University City  
Tel: (314) 505-8572



Hendrix and Hunter  
1011 East Park Industrial Drive  
Maryland Heights, MO 63130

Public Works and Parks Department,

I have received your list of questions regarding the application for Conditional Use Permit by Hendrix and Hunter. In the interest of providing a response as quickly as possible I will cover each topic briefly and plan to provide more complete documents next week before the hearing.

It will take a little time to round up a photometric plan but I will attempt to find or make a document with light fixtures identified on the site plan. Our graphics person does not work on Fridays so I will try to have everything ready for him Monday morning.

Solid waste is collected at the southeast corner of the 1011 East Park Industrial Drive location. Republic Services is the current provider. Recycling of metals will be handled by Shapiro Metal Supply and bins will be stored inside the secure area until time of pickup. Again I can have this added to the existing site plan Monday morning.

Truck movement is just as mentioned with access through the lot off Sutter Avenue and via the corridor to Maple Avenue. There is room for tractor trailer pickup and delivery although our shipments will be small. The majorities being in boxes for common carrier such as FedEx less than seventy pounds with the occasional pallet of boxes or light crate (under 250 pounds). I believe that nearly all shipments will be handled by FedEx or similar and be picked up by the typical box truck.

Thank you,

Scot Towner



**UNIVERSITY CITY POLICE DEPARTMENT**  
6801 DELMAR BLVD.  
UNIVERSITY CITY, MISSOURI 63130



**Raymond Lai**  
Dep. Dir. Community Development  
City of University City

**August 17, 2017**

Sir,

My comments in reference to the proposed Conditional Use Permit application for Hendrix and Hunter are as follows:

Due to the nature of the items that would be manufactured in the facility, security of the building from outside interlopers is a concern. What types of security measures (barred windows, alarms, external security lighting around the building, controlled access features, security guards) are planned for the facility for after hours, as well as during business hours to prevent unwanted people from entering the facility and removing product without permission? Failure to take into account the ability of an individual to gain access to the facility by causing damage to the building would be detrimental to the community and put the residents in danger. So long as sufficient security measures are planned to be in place prior to the start of manufacturing, I have no other concerns about the proposed project.

Sincerely,

**Captain Dana Morley**  
Commander, Bureau of Services  
University City Police Department  
314-505-8654



Hendrix and Hunter  
1011 East Park Industrial Drive  
Maryland Heights, MO 63130

Captain Dana Morley and University City Police Department,

In response to your questions about the security at Hendrix and Hunter, applicant for Conditional Use Permit to manufacture Sporting Firearms, I can describe our electronic and physical security measures.

An offsite monitored alarm system is already in place which includes cameras for both external and internal points of view. The system is designed to cover all access points including driveways and building entrances.

The building itself is of sturdy construction with reasonable points of entrance only at doors and possible forced entry through sky lights. With the exception of the sky lights there are no external viewpoints into the facility and there is no provided external access to the roof. In accordance with Bureau of Alcohol Tobacco Firearms and Explosives guidelines our interior security will provide extra protection for materials and finished goods. The first layer will be a cage defining the area for this project which is access controlled. Inside the cage work materials and parts will be stored when not in process inside locked steel security cabinets fastened to the floor. Receivers, which are the serialized portion of the firearm and finished firearms, will be stored in large heavy safes that will also be fastened to the concrete floor.

A final level of security that will be employed is anonymity. As a manufacturer and wholesale business we will not be entertaining a large number of visitors or even allow access to casual parties. No public signage to announce the manufacture or presence of firearms is planned.

**Plan Commission  
August 23, 2017 Meeting Minutes**

The Plan Commission held their regular meeting at the Heman Park Community Center located at 975 Pennsylvania Avenue, University City, Missouri on Wednesday, August 23, 2017. The meeting commenced at 6:30 pm.

**1. Roll Call**

**Voting Members Present**

Cirri Moran (Chairperson)  
Michael Miller  
Cynthia Head  
Judith Gainer  
Ellen Hartz

**Voting Members Absent (excused)**

Rosalind Williams  
Andrew Ruben

**Non-Voting Council Liaison Present**

Rod Jennings

**Staff Present**

Andrea Riganti, Director of Community Development  
Raymond Lai, Deputy Director of Community Development  
Andrew Stanislav, Planner

**2. Approval of Minutes**

**2.a. July 26, 2017 Plan Commission meeting**

A motion was made by Mr. Miller to approve the July 26, 2017 meeting minutes. The motion was seconded by Ms. Gainer and carried unanimously.

Before the remaining agenda items were addressed, Chairperson Ms. Moran issued an apology on behalf of the Plan Commission to Dan Wald, property owner of 8400 Delmar Boulevard adjacent to the north of 8348-8350 Delcrest Drive (Crown Center for Senior Living). It was PC #17-07 that was reviewed for a Final Development Plan Amendment at the previous Plan Commission meeting on July 26, 2017. Ms. Moran stated that she was dismayed at the City Council meeting on August 14, 2017, when Mr. Wald stated that he was not notified of the Final Development Plan Amendment agenda item for the July 26, 2017 Plan Commission meeting. Ms. Moran stated that the Plan Commission did not ask the representatives of Crown Center if they had spoken with neighboring properties prior to the meeting and that it is incumbent upon the Plan Commission to make sure they hear all sides of any proposed project. She stated that there was no excuse in their deficiency and hoped Mr. Wald would accept their apology.

**3. Public Hearings**

### **3.a. Conditional Use Permit PC 17-10 – 1011 East Park Industrial Drive and 6425 Maple Avenue – Proposal for the manufacturing of sporting firearms with offices and storage and assembly areas in the “IC” – Industrial Commercial District**

Ms. Moran provided a brief description of the proposed project and stated that the public hearing notice requirements have been met. She indicated the Findings-of-Fact required for Condition Use Permit consideration. She stated that this is not the final step in the review process, and Plan Commission will forward their recommendation to City Council.

Mr. Lai explained the proposal and showed slides of the site and surrounding properties. The proposal was for a Conditional Use Permit to allow the manufacturing of sporting firearms with offices and storage and assembly areas to occupy a portion of existing space at the Universal Sewing Supply campus in the Cunningham Business Park area of the “IC” Industrial Commercial District.

David Samuels, one of the applicants, provided a background of the proposed project as well as his personal background and experience. He stated that Universal Sewing Supply has been in its current location for 40 years with 48 employees. The proposed conditional use to allow the manufacturing of sporting firearms, along with office, storage, and assembly areas, would occupy existing space within the Universal Sewing Supply campus. Hendrix and Hunter, the company of the proposed project, will manufacture pump action rifles with the intent of selling to collectors for a retail price of approximately \$2,500. They anticipate producing about 100 cases over the next 18 months.

Scot Towner, also an applicant as well as the designer and engineer of Hendrix and Hunter, presented slides that described the typology and quality of firearms the proposed company intended to produce. He stated that their target market includes collectors and enthusiasts, noting the high quality of the product such as hand-finishes and assembly. Mr. Towner further described the products as intended as an art or collectible item versus tactical or security use. Hendrix and Hunter must obtain a license from the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) in which there are specific security measures that must be followed. Mr. Towner stated that the facility has multiple levels of security, including 24/7 off-site monitored cameras. There is good police presence near the facility and access must be given in order to obtain entry. There are no exterior perspectives that allow a view of the interior, and little to no foot traffic is expected since there will not be a retail component at this location. There will also be no on-site testing of the products and no ammunition will be kept at the facility. Mr. Towner further noted that this would be a small business with between five and ten employees. Employees will have the skills of a machinist, artist, or technical background, and they would like to produce 100 rifles within about 18 months which would help the business to determine the market for the product.

#### Questions / Comments / Discussion by Plan Commission:

- Does “sporting firearm” mean deer hunting or really art to hang in a cupboard? Mr. Towner stated that a number of the rifles are bought with the intention to live in a gun safe or cupboard as an exhibit; however, the rifle is a licensed and regulate firearm with applications

for hunting. Some consumers may occasionally take the rifle to a gun range. He also anticipated about five out of 100 guns would be routinely used with the rest as collectors' items.

- Do the bullets load one at a time? Mr. Towner said yes and illustrated the process of loading the rifle using the presentation slides. He stated that the rifle will hold six rounds per time and that the slide action and level action guns are of 19<sup>th</sup> Century design. This style of gun became obsolete as military advancements increased the loading capacity in new styles.
- Will there be ammunition at the proposed location and where will you sell your product? Mr. Towner stated that there will be no ammunition at this location as testing the product testing is located at another site outside of the city. He further stated that the products would mostly be sold through a dealer given the regulations on gun sales, noting that each product needs to be serialized per the ATF.
- What are the proposed hours of operation? Mr. Towner stated that the hours of operation would be between 9:00 a.m. and 4 p.m., but noted that this may be adjusted to 6 p.m. The hours between 9:00 a.m. and 4:00 p.m. are the hours that the ATF would perform random inspections.
- Will there be sales on the Internet since there will be no foot traffic at the proposed site? Mr. Towner stated that there may be some visitors to at the proposed site by appointment only; however, there will not be a showroom or retail component at this location. Their intended marketing would be through word-of-mouth.
- Are your sales wholesale or retail? Mr. Towner stated that they intend for their sales to be wholesale and clarified for the Commission that the \$2,300 to \$2,500 price range is the retail and not the wholesale pricing.
- In terms of security, these are not tall buildings but they appear sturdy. Will there be any enhancements on the building's walls? Mr. Towner stated that the building's walls are brick and 30 inches thick. He demonstrated the location of the proposed business in relation to the entire site on an aerial image on the slides.
- Are there skylights on the roof and is the roof secure? Mr. Towner stated that the building has skylights and 20-foot ceilings. He stated that he cannot say that it is burglar proof; however, an internal room of the facility with no external access, functioning similarly to a tool room in a machine shop, serves as a secured area for the business to store their products and equipment in concrete floor-bolted safes. This area does not have a skylight and there is security monitoring this room.
- Who is notified when there is a security issue? Mr. Towner stated that the head of IT, other IT personnel, the building manager, and the police are all notified. He further stated that the facility has excellent existing security due to the owner's history of fine art appreciation.
- Does the security system only consist of cameras? Mr. Towner stated that the entire facility is secure, including the skylights, which will trigger an alarm if breached.
- What do the guns shoot? Mr. Towner stated the similarity to a Smith and Wesson, as the rifle is shorter, it does not hold as much gun powder, and it does not have as long of a range as other guns. He stated that deer and bigger game would be appropriate for this rifle.
- How will your company be branded to the community? Mr. Towner stated that they will not install signage to raise awareness of their identity, especially to passersby, during the infancy of the business but noted that it may become more difficult to hide if the brand becomes successful. If the brand does become that successful, Mr. Towner stated that they would likely invest in a showroom.

- How does Hendrix and Hunter relate to Universal Sewing Supply? Mr. Towner stated that the owner has a strong personal interest in art and views Hendrix and Hunter as an art-related business worth supporting. He further stated that Hendrix and Hunter is essentially renting space from a landlord.
- Explain the business in its totality. Mr. Towner navigated the Universal Sewing Supply facility on an aerial map on a slide for the Commission to understand what uses of Hendrix and Hunter will occupy which existing building space.
- If this business expands, where would you go in the building? Mr. Towner stated that there is plenty of space if expansion is necessary and that the existing uses can be reorganized within the building to increase efficiency.
- Some Commission members voiced concerns regarding security upon personally seeing the subject site as part of individual research prior to this meeting. The building across East Park Industrial Drive has quite extensive fencing and gate systems, but the subject site appears freely open. Mr. Towner stated that the company across East Park Industrial Drive has outdoor storage of tools and materials that require such extensive security measures. The proposed project is entirely within the interior of the existing subject buildings.
- The time lag of the security cameras in relation to outdoor security measures, and possibility of internal theft by employees, still concerned some Commission members. Mr. Towner stated that there will be access only to Hendrix and Hunter and not Universal Sewing Supply.
- Will lead be used in any part of the manufacturing process at this location? Mr. Towner stated that lead will not be used. Stainless steel and wood will be the primary materials for production.
- How will defective products be disposed? Mr. Towner stated that the ATF tracks disposed products as well through documentation of the product's serial number that remains in the company's records.

The Commission asked for advisement on requesting a landscape buffer from the applicant. Ms. Riganti stated that the request for a landscape buffer can be submitted and that staff also views the landscaping as an issue of safety and security as some foliage may aid in hiding unauthorized personnel from being on the premises. Ms. Riganti further stated that the Plan Commission can see the proposed landscaping prior to making a decision as either enacting it as a condition or either postponing the decision.

Ms. Moran asked the public in attendance to identify if they lived within the immediate vicinity of the proposed project. (No one answered). Ms. Moran stated that she drove the subject area the Saturday prior to this meeting and saw only one sign posted along East Park Industrial Drive. She also noted that while the public notification outreach does not seem adequate, she understands staff's burden.

Staff explained to Ms. Moran that three individual signs had been posted on East Park Industrial Drive, Maple Avenue, and Sutter Avenue. A week prior to this meeting the notification signs were checked by staff and the two signs missing along Maple Avenue and Sutter Avenue were replaced. Staff also stated that a map defining the properties within the 200-foot notification radius of the subject property can be shown to the Commission to confirm where notification letters have been sent. Ms. Riganti advised that a motion may be

made later in the meeting following other agenda items regarding public hearing notifications.

- Will there be employee background checks? Mr. Towner stated that there will be background checks as well as tests for substance abuse.
- Where would your potential future showroom be located? Mr. Towner stated that the future showroom size and location would depend on the scale of success of the business, and that ammunition would also not be available in the potential showroom. He also stated that this would never be a retail outlet.
- Will only finished products be stored in the safes and who has access? Mr. Towner stated that there will be four to five six-foot tall safes that will be bolted to floor. As soon as the product is in process it will be stored in the safe, along with tools and other equipment. He further stated that not everyone working for the Hendrix and Hunter will have access codes to the safes and that this secure room that will house the safes is entirely inside the existing secure building.

Public Hearing speakers:

- 1) Naomi Silver, 7434 Wellington Ave. – stated that she is a 3<sup>rd</sup> Ward resident, west of the proposed location for Hendrix and Hunter. She took issue with the applicants describing the proposed firearm products to be manufactured as fine art. Ms. Silver stated that she appreciated the company’s location in the St. Louis area, but the risks outweigh the benefits. She calculated that 100 guns sold at the retail price of about \$2,500 per gun, over 18 months, the business license fee in the second year of operation that city would receive \$7,500. She further stated that the proposed five to ten employees are not guaranteed to be University City residents.
- 2) Kevin Taylor, 3<sup>rd</sup> Ward Resident, P.O. Box 300530 – questioned where the findings-of-fact document can be located and how it was created. He stated that he toured the proposed facility for Hendrix and Hunter with Councilmembers Smotherson and Jennings prior to this meeting. Mr. Taylor stated that drunk driving and security risk factors were not addressed for the proposed brewery in University City and does not see why the proposed rifle manufacturing business should be reviewed with such scrutiny. He suggested that a potential future police station be located southwest of the subject site along Olive Boulevard, and questioned the Commission if they would view this proposal any differently in his proposed scenario. Mr. Taylor stated that the Plan Commission has to look beyond their morals and determine if the proposed use generates revenue and fits with the City’s Comprehensive Plan. He stated that America is made of small businesses and the City should encourage diversity and entrepreneurship in manufacturing. He also questioned if anyone knew what activity or use was ongoing in the subject buildings currently before this meeting and suggested the potential for skilled employees from outside University City to be attracted here because of these unique and diverse opportunities. He suggested the proposal just needed good conditions imposed for regulation purposes.

- 3) John Bierman, 7600 Cornell Ave. – stated that he is an attorney though he does not specialize in land use. He requested clarification as to why a Conditional Use Permit was required in this case given the similarity of the proposed use to other Permitted Uses in the “IC” Industrial Commercial District, such as a machine shop. He stated that if there was no prohibition of firearm manufacturing in the City’s Zoning Code, than it should be approved. He further reiterated the intended use and intent of the rifle to be used by collectors and enthusiasts and is slow in firing and not a high caliber rifle. Mr. Bierman stated that he understands the Commission’s concerns relating to security at the facility; however, the product is highly regulated and will be difficult to access without permission. He encouraged the Commission to recommend this proposal for approval as the City’s Zoning Code does not prohibit the manufacturing of firearms.
- 4) Councilmember Rod Jennings, 1412 Purdue Ave. – Mr. Jennings stated that he is a 3<sup>rd</sup> Ward resident, gun enthusiast, and he is against the illegal possession of firearms. He and Councilmember Smotherson toured the facility with the property owners for two hours prior to this meeting with Mr. Taylor. He stated that he noticed the presence of security cameras around the facility, the presence of City police at night, and the extremely thick walls of the existing buildings. Mr. Jennings further stated that he observed numerous alarms and a steel cage access to the manufacturing area. The proposed guns are older in style and not what street criminals typically use. Research into the market of firearms shows the heavy regulations, and he does not believe that there will be any negative impacts on the City or the surrounding neighborhood. He stated that Hendrix and Hunter is a responsible and good business, and that gun manufacturing is not new to our area, including Missouri and Illinois. He and City Councilmember Smotherson agreed the proposal is manufacturing and not detrimental.

Questions / Comments / Discussion by Plan Commission continued:

- Would potential expansion of the proposed business include the production of hand guns? Mr. Towner stated that future products would involve the proposed rifle with variations in terms of the raw materials used which would increase the price and quality of the product.
- Do you have a rebuttal to any of the public hearing comments? Mr. Towner stated that he did not have any rebuttals and that only one public hearing comment was in opposition to the proposed use.

Ms. Moran asked for staff’s recommendation. Mr. Lai explained staff’s recommendation for approval of the application, including a highlight description of the proposed conditions in Attachment “A” of the staff report. Mr. Lai stated that the proposed use was compatible with the site and surrounding uses, including the residential uses to the west provided that appropriate conditions are imposed. It would not create a detrimental impact on these properties. The CUP application was circulated through all appropriate City departments for comments, and the applicant had provided responses specifically to the Department of Public Works and Parks and the Police Department. Mr. Lai noted that since no showroom

is proposed, and future showroom proposal would have to be brought back to Plan Commission for review.

Ms. Riganti responded to Mr. Bierman's public hearing comment, stating that the Zoning Code does not explicitly prohibit nor permit the proposed use. She explained that staff determines if the proposed use is "like enough" to the permitted uses of the zoning district. Staff determined that the proposed use could have controversy and was not "like enough" to the permitted uses of the "IC" District, and that such use shall be considered a conditional use if its potential impact is uncertain. It would provide an opportunity for conditions to be imposed before the application moves forward in the approval process.

- Mr. Miller motioned to consider adding an amendment to the conditions for an agreement on the landscaping plan, particularly along Sutter Avenue. Ms. Gainer seconded the motion. By a vote of 1-4, the motion failed.
- Mr. Miller motioned to approve the CUP with conditions in Attachment "A" as proposed by staff. Ms. Hartz seconded the motion which was subsequently passed unanimously.

Mr. Bierman added that he does not think the applicant should be subject to pursuing a Conditional Use Permit because of anticipated controversy. He stated that the proposed use is light manufacturing and machining as a "permitted use," although he has not seen the recommended conditions yet at this time. He appreciated that the community was able to voice their concerns and opinions regarding Hendrix and Hunter's proposal. His client, the applicant, would reserve the right to challenge the need for a CUP later.

#### **4. Hearings – None**

#### **5. Old Business – None**

#### **6. New Business**

##### **6.a. Zoning Map Amendment PC 17-09 – Proposed zoning map amendment from "PD-M" Planned Development-Mixed Use District to "PD-R" Planned Development-Residential District (Assisted Living & Memory Care Facility) – Kingsland Walk Senior Living, LLC (c/o Paul Boyer, Civil Engineering Design Consultants, Inc.) – 6668 Vernon Avenue (at Kingsland Avenue)**

Ms. Moran explained that the Commission has previously reviewed the applicant's proposed preliminary sketch plan and reminded the Commission members of the process for approval.

Ms. Riganti explained the significance and procedure associated with the "PD" Planned Development zoning classification through a flow chart. She stated that this zoning classification was designed to allow for flexibility in the site plan and design so the development can better fit a property. Additionally, the "PD" District zoning and the preliminary plan cannot exist without one other.



Ms. Riganti explained the proposal and showed slides of the site and surrounding properties. The proposed rezoning would provide a more appropriate fit for the proposed senior housing development than the property's current zoning.

The applicant, Mr. Paul Boyer with Civil Engineering Design Consultants, Inc., and the project architect, David Mastin, provided a summary of the project. The proposal was for a four-story assisted living and memory care facility with 49 assisted living units. Mr. Boyer explained that a market study had been completed which proved significant unmet demand for this type of service in this area that allows residents to age in place. Mr. Boyer noted the inclusion of Commission suggestions from the July Work Session, including two additional parking spaces to meet the parking requirement. He also noted the potential inclusion of a concrete median along Kingsland Avenue as suggested preliminarily by St. Louis County to prevent south-bound traffic from entering the development. The applicants reviewed drawings and details of the proposed development with a presentation. Mr. Mastin indicated that they will work with the City Forester on proposed landscaping.

Mr. Mastin continued to note the tremendous need in University City for an assisted living facility. He further described some architectural elements of the proposed development, including the location of balconies, façade materials, and landscape plan. He further clarified that the parking requirements in the site plan are correct and are not reflected in the renderings.

#### Questions / Comments / Discussion by Plan Commission:

- What are the demographics of residents in assisted living facilities? Mr. Mastin stated that the demographics of residents would involve those who need assistance with daily living and are mentally adept. He stated that there is no age restriction.
- Have you contacted the neighbors to the east? Mr. Mastin stated that they have contacted them and had planned to meet with them the following morning. He stated that they are aware of the most important details of these plans and they have no expressed dismay as of yet.
- Would you consider a recreational partnership with the daycare next door? Mr. Mastin stated that they would consider a partnership and agreed that the potential intergenerational activities would be a benefit.
- Have you spoken with Washington University regarding the adjacent property to the south? Mr. Mastin stated that the meeting for the following morning was with Washington University representatives.

Ms. Riganti clarified for the Commission that Washington University owns the properties adjacent to the subject property to the east, which is the daycare facility, and the south.

- Will the access to the site along Vernon Avenue serve as both an entrance and an exit? Mr. Boyer stated that they have not gotten final confirmation from St. Louis County yet as of this time but they would like to keep full access along Vernon if the Kingsland access point will be right-in/ right-out only.

- Will the service entrance be accessible for public use? Mr. Boyer stated that the public can exit from this point but may not enter.
- Can there be a sign along Kingsland that says right-turn only at the entrance to the development? Mr. Boyer stated that they can erect a sign at that location.
- Do you have an agenda for your meeting with Washington University, and are you going to try to get the parcel to the south of the subject site? Mr. Mastin stated that there was no set agenda for the meeting but they would like to discuss opportunities for a better arrangement of property for both parties.
- Will the façade material be brick or a type of faux-brick? Mr. Mastin stated that the brick used for the façade will be conventional brick.

Ms. Riganti stated that staff recommended approval as the proposed “PD-R” District is reasonable and compatible with the surrounding uses. She stated that although the subject site is marginally less than the required one acre lot size for the “PD-R” District, she commended the development team for their ability to incorporate all of the necessary elements, including parking and landscaping. She stated that curb-cuts will be addressed at a later stage in the review process and ultimately it is the jurisdiction of St. Louis County. The development team previously met with the Green Practices Commission and included some recommendations.

The Commission inquired if the acquisition of the adjacent parcel to the south would alleviate the tightness of the proposed development. Ms. Riganti stated that there could be additional landscaping along that side of the development but acquiring that property cannot be made a condition. Mr. Mastin also stated that they would use the additional space, if required, as a landscaping buffer but did not know what the remainder of the site could be used for at this time.

Public Comments – None

A motion was made by Ms. Gainer to recommend approval of the proposed Zoning Map Amendment with the attachments, including the preliminary development plan. The motion was seconded by Mr. Miller and carried unanimously by a vote of 5-0. The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

Ms. Moran proposed a brain-storming session be held by the Plan Commission regarding public notifications to adjacent property owners and through various channels of notification. She stated that their duty is to hear all sides of a proposal and they need to be creative without increasing the burden on staff. Ms. Head suggested coordinating a strategy via email rather than an extra meeting. Ms. Moran suggested a subcommittee be formed to meet with staff regarding suggestions. Ms. Moran, Ms. Hartz, and Ms. Gainer will be on the subcommittee and agreed to coordinate further following this meeting.

## **7. Other Business**

### **7.a. Public Comments**

There were three speakers:

- 1) Dan Wald, 8420 Delmar Blvd. – Mr. Wald, the owner of the property to the north of Crown Center at 8350 Delcrest Drive, stated that he was unaware of the Crown Center proposal for a Final Development Plan Amendment (PC 17-07) and its review before the Plan Commission in July. He stated that he was concerned for the sightlines of his tenants north of the Crown Center property, given the proposed ten-foot setback from the property line. He stated that he never received notification from Crown Center and they are currently erecting a fence 20-feet from his building for security reasons. He stated that he did not understand what the benefit to the City was from Crown Center since they are tax exempt and are 100 percent occupied by low-income seniors. He further stated that he was concerned he will lose a contract he has to sell his property to a potential hotel developer because of the close proximity of the Crown Center redevelopment. The potential hotel developer and Crown Center were to meet the following day to discuss the issue. Mr. Wald stated that the public notification issue needs to be rectified.
- 2) Ben Senturia, 7031 Waterman – Mr. Senturia stated that he is the Vice Chair of the Comprehensive Plan Advisory Committee (CPAC) in which he serves with Ms. Moran. He described the history of the comprehensive planning process in which a consultant was hired and various iterations of comments have been relayed as a result of their dissatisfaction. He stated that he understand this is not an easy process but it must continue. Mr. Senturia requested that the Plan Commission come to terms with what needs to be done as a next step and to notify them of what the status is, given the amount of hours spent working on this plan update. Ms. Moran stated that she will work with staff on this.
- 3) Councilmember Paulette Carr, 7901 Gannon Ave. – Ms. Carr stated that she is the 2<sup>nd</sup> Ward Councilmember. She discussed the Crown Center Final Development Plan Amendment in regards to Mr. Wald's notification. She stated that Plan Commission is advisory to City Council. In City Council decisions, she had to consider the law, facts, and her discretion. Something cannot be turned down because of a personal opinion; the law needs to be followed. She stated that Ms. Riganti was perfectly clear of the procedure regarding the Crown Center amendment and it is not a variance request for the Board of Adjustment. Ms. Carr explained a personal example of public notification she experienced in Michigan. She stated to the Commission that when things do not feel comfortable, they had every right to postpone. She stated that no one asked for the Board of Adjustment and only for a landscape plan. Ms. Carr noted that this particular case was for the convenience of Crown Center, and Crown Center owed it to inform the neighboring property owners, and the City should take additional consideration. The Plan Commission should have postponed their decision as this appears to be a taking of Mr. Wald's property. Ms. Carr stated that Ms. Riganti was correct in assuring the law and discretion was considered in this case, but The Commission did not ask for the missing facts to be provided. Ms. Carr further noted that she takes Plan Commission's recommendation seriously.

## **8. Reports**

### **8.a. Code Review Committee Report – None**

### **8.b. Comprehensive Plan Committee Report**

Ms. Riganti stated that staff will meet with Ms. Moran for guidance and suggestions for a process to continue, and to resume bi-weekly or monthly progress updates.

### **8.c. Council Liaison Report - None**

### **8.d. Department Report**

Ms. Riganti announced that Mr. Lai has accepted a position in Decatur, Illinois, and his last day as Deputy Director of Community Development for University City will be September 8, 2017. She thanked him on behalf of the City for his dedication and hard work. Mr. Lai thanked the Commission members, both present and past, and stated that he appreciated the opportunity to work during the past six and a-half years for University City.

## **9. Adjournment**

The meeting adjourned at 8:50 pm.



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Emerald Ash Borer

**AGENDA SECTION:** City Manager's Report

**CAN THIS ITEM BE RESCHEDULED?:** Yes

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**BACKGROUND:** The Emerald Ash Borer poses an eminent threat to the Ash trees in University City. The City has been pro-active in removing Ash trees utilizing in-house personnel. Unfortunately, this effort goes beyond the city's resources and additional assistance is necessary. To support these efforts the city bid out services for outside help in the removal effort. The contractor will be responsible for removing and replacing the Ash trees throughout the City.

The City advertised for bids for the Emerald Ash Borer Project in the St. Louis American, Drexel Technology and on the City's website. The bid was advertised on August 3, 2017. On August 25, 2017 the City opened bids for this project. The tabulation of bid proposals is as follows:

<b>Contractor</b>	<b>Base Bid</b>
Gamma Tree Experts, LLC	\$110,000.00

**RECOMMENDATION:** It is recommended that the City Council approve the award for the Emerald Ash Borer Contract to the lowest responsible bidder Gamma Tree Experts in the amount of \$110,000.00.

**ATTACHMENT 1:** Locations

**ATTACHMENT 2:** Abatement Plan



ATTACHMENT 1

AREA	ADDRESS	STREET	NUMBER	NOTES
CW	8401	CRIXDALE	1	
CW	8411	CRIXDALE	1	
CW	8415	CRIXDALE	1	
CW	8423	CRIXDALE	1	
CW	8429	CRIXDALE	1	
CW	8437	CRIXDALE	1	
CW	8501	CRIXDALE	1	
CW	8511	CRIXDALE	1	
<b>SOUTHSIDE OF STREET</b>				
CW	8415	CRIXDALE	1	DO NOT REPLACE
CW	8429	CRIXDALE	1	DO NOT REPLACE
CW	8433	CRIXDALE	1	DO NOT REPLACE
CW	8437	CRIXDALE	2	DO NOT REPLACE
CW	8441	CRIXDALE	1	DO NOT REPLACE
CW	8515	CRIXDALE	1	DO NOT REPLACE
CW	8129	BLANCHA	1	
CW	8133	BLANCHA	1	
CW	8145	BLANCHA	1	
CW	8153	BLANCHA	1	
CW	1138	SWARTHMORE	1	
CW	1142	SWARTHMORE	1	
CW	1146	SWARTHMORE	1	
CW	1150	SWARTHMORE	1	ON BLANCHA
CW	1137	BLANCHA CT	1	
CW	1138	BLANCHA CT	1	
CW	1141	BLANCHA CT	1	
CW	1142	BLANCHA CT	1	
CW	1145	BLANCHA CT	1	
CW	1146	BLANCHA CT	1	
CW	1149	BLANCHA CT	1	ON BLANCHA
CW	1101	MCKNIGHT	1	ON SPOON
CW	8605	SPOON		
CW	8606	SPOON		
CW	8611	SPOON		ON MIDIRON

CW	8647	SPOON		
CW	8682	SPOON		
CW	8683	SPOON		
CW	8690	SPOON		
CW	1106	PUTTER		
CW	1111	PUTTER	2	
CW	1124	PUTTER		
CW	1125	PUTTER		
CW	1137	PUTTER		
CW	1145	PUTTER		
CW	1147	PUTTER		
CW	1107	MIDIRON		
CW	1111	MIDIRON		
CW	1114	MIDIRON		
CW	1118	MIDIRON		
CW	1122	MIDIRON		
CW	1132	MIDIRON		
CW	1039	GROBY	3	ON GLENSIDE PL
CW	1015	GROBY	2	ON GLENSIDE PL
CW	1015	GLENSIDE PL		
CW	1027	GLENSIDE PL		
CW	1039	GLENSIDE PL		NORTH TREE
CW	1051	GLENSIDE PL		
CW	1055	GLENSIDE PL		
CW	7915	GLENSIDE PL		
CW	7925	GLENSIDE PL		
CW	7926	GLENSIDE PL		
CW	7935	GLENSIDE PL		
CW	7936	GLENSIDE PL		
CW	7944	GLENSIDE PL		
CW	7947	GLENSIDE PL		
CW	7958	GLENSIDE PL	2	IN FRONT R.O.W.
CW	7951	WESTOVER		
CW	7944	WESTOVER		
NW	8601	ELMORE CT		
NW	8642	ELMORE CT		
NW	8301	ELMORE		
NW	8332	ELMORE		
NW	8336	ELMORE		
NW	8303	RICHARD		



NW	8412	RICHARD		
NW	8412	RICHARD		
NW	8415	RICHARD		
NW	8418	RICHARD		
NW	8501	RICHARD		
NW	8503	RICHARD		
NW	8507	RICHARD		
NW	8511	RICHARD		
NW	8512	RICHARD		
NW	8515	RICHARD		
NW	8301	ORCHARD		
NW	8321	ARCHER		
NW	8323	ARCHER		
NW	8353	ARCHER		
NW	1408	SHERIDAN		
NW	1415	SHERIDAN		
NW	1443	SHERIDAN		
NW	1459	SHERIDAN		
NW	1460	SHERIDAN		
NW	1464	SHERIDAN		
NW	8505	KEMPLAND		
NW	8519	KEMPLAND		
NW	8533	KEMPLAND		
NW	1348	COOLIDGE		
NW	1401	COOLIDGE		
NW	1455	COOLIDGE		



## Department of Public Works and Parks

6801 Delmar Boulevard, 3<sup>rd</sup> Floor, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

# MEMORADUM

TO: Sinan Alpaslan, Ewald Winker

FROM: James Crowe

DATE: 8/9/17

**SUBJECT: Emerald Ash Borer Abatement Plan**

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I am estimating there to be approximately 700 to 1000 Ash trees in the public domain in the city. I am also estimating the full impact of the Emerald Ash Borer infestation to be felt within the next 3 to 5 years. This infestation will result in the total decimation of all species of Ash within the city. Utilizing the \$100,000.00 set aside yearly for the removal of the trees by contractor, the city should be able to have 90 to 100 trees removed by contractor per annum. With these facts the department has devised the following 5 year plan.

Year 1: The largest concentration of Ash trees is in the Northwest and West Central areas of the city. Areas where complete streets are Ash lined every other tree on the street will be removed and replaced with appropriate species of tree. Streets where there are not consecutive addresses with Ash, the trees will be removed and replaced. The plan will be to start at the western city limits using the north city limits and Old Bonhomme/Groby Road as the area of removals. The eastern boundary line will be North and South Road.

Year 2: Area of concentration; west city limits with Old Bonhomme/ Groby to the North and city limits to the south.

Year 3: Remove and replace any remaining Ash trees in year 1 area of concentration. Other area of concentration; North and South Road on the west to Midland on the east, Olive on the south, city limits on the north.

Year 4: Remove and replace any remaining Ash trees in year 2 area of concentration. Other area of concentration, North and South Road on the west to Midland on the east, Olive on the north to city limits on the south.

Year 5: Area of concentration; Midland on the west city limits on the north and city limits on the south. The east boundary will be the city limits.

## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017  
**AGENDA ITEM TITLE:** Leaf Collection Contract  
**AGENDA SECTION:** City Manager's Report  
**CAN THIS ITEM BE RESCHEDULED:?** Yes

---

**BACKGROUND:** The City of University City participates in a program of natural recycling each fall and spring by carrying out leaf collection. Leaves are gathered from the property by residents, brought to the curb line, and then picked up by mechanized street sweepers and specialized trucks fitted with a vacuum apparatus. They are transported to the Ruth Park Recycling Area where they are transferred and processed into a fine mulch product through St. Louis Composting, Inc. and made available to University City residents for their gardening and lawn care needs.

During the period when the leaves fall is at its heaviest, in order to maintain the collection schedule, it is necessary to employ a sub-contractor to supplement the Street and Park Division crews in completing the task. The contractors are required to provide up to date equipment and available during extended hours and inclement weather conditions.

The City sought bids from contractors for leaf collection services, and posted the bid on the City's website. On August 20, 2015, the City opened bids for the contractual leaf collection services. The contractors' submitted hourly rates for a three year period; fall 2015 was the first year of the contract and fall 2017 will be the third and last year for this contract. The tabulation of bid proposals is as follows:

<b>Contractor</b>	<b>Bid Hourly Rate</b>
Hendel Lawn Care Inc.	\$140.00
Complete Curbside Leaf Removal	\$250.82

The City budgeted \$75,000.00 for the leaf collection service contract for FY2018.

**RECOMMENDATION:** It is recommended that the City Council approve the award for the leaf collection services to Hendel Lawn Care Inc. in the amount of \$140.00 an hour not exceeding the total budgeted expenditure of \$75,000 for this service in the FY2018.





## City Manager's Report Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Liquor License for **Irie Eat's Jamaican Restaurant, LLC**  
**8428 Olive Blvd.**

**AGENDA SECTION:** City Manager's Report

**CAN THIS ITEM BE RESCHEDULED?** YES

**BACKGROUND REVIEW:** **Irie Eat's Jamaican Restaurant, LLC** has applied for **All kinds of intoxicating liquor, by the Drink, Retail** liquor license including **Sunday Sales**. The applicant/owner is Carlton Brackett.

- A background check by the Police Department revealed no disqualifying information.
- Department approval was granted from Community Development, with no additional comments.
- Recommendations from University City citizens are included.
- A current Certificate of No Sales Tax Due issued by the Missouri Department of Revenue was received relative to the business.
- 2016 Personal Property tax record for the applicant indicate payment of taxes.
- Current voter registration documentation for the applicant was provided.

**ATTACHMENTS:** Background Check  
Department Approvals

**RECOMMENDATION:** Approval



**Inter-office Memo**



Date: 8/11/17

**TO: Colonel Hampton, Chief of Police**  
**FROM: Lieutenant Isenberg**  
**SUBJECT: 8428 Olive (Liquor License Application)**  
**CC:**

---

**Business**

Irie Eat's Jamaican Restaurant, LLC  
8428 Olive Blvd.  
University City, MO 63132

**Applicant**

Carlton Brackett  
[REDACTED]  
2520 Princess Dr., St. Louis, MO 63136  
314-518-9168  
314-726-5797

Sir,

I have reviewed the findings of the investigation completed by Detective Daur Nodari concerning the liquor license application submitted by Carlton Brackett for Irie Eat's Jamaican Restaurant located at 8428 Olive, University City, MO 63132. Det. Nodari's investigation was thorough and revealed no cause for a denial for a City of University Liquor License as applied for by Carlton Brackett.

Respectfully Submitted,

Lt. Isenberg, #440.

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Final Approval:

  
Colonel Larry Hampton, Chief of Police



**Police Department**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 725-2211

## MEMORANDUM

TO: Chief Hampton

FROM: Detective Nodari

DATE: 08-09-2017

SUBJECT: Liquor License Application; 8428 Olive Blvd.

---

**Business**

Irie Eat's Jamaican Restaurant, LLC  
8428 Olive Blvd.  
University City MO, 63132

**Applicant**

Brackett, Carlton  
[REDACTED]

2520 Princess Drive, St. Louis MO, 63136  
314-395-8821 (non-working)  
314-518-9168  
314-726-5797

Application was received by Detective Nodari on 08-09-2017

Application is for (1) All kind of intoxicating liquor, by the drink, retail **and** (2) Sunday Liquor License.

**08-09-2017**

- Det. Nodari tried to reach applicant at the number provided on the application, 314-395-8821, however, this number is a fax line
- Det. Nodari conducted research for a phone number to C&L Auto Repair Shop, which is listed as the other business owned by the applicant and located a phone number of 314-726-5797.
- Det. Nodari spoke to applicant and asked him to complete a St. Louis County "Records Check"
- Det. Nodari verified that applicant possesses a valid Missouri Driver's License
- Det. Nodari contacted the Missouri Secretary of State and verified that "Irie Eat's" has valid Articles of Organization on file, dated 03-09-2017.

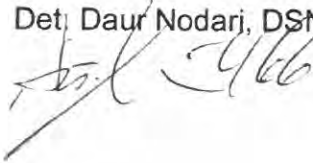
- Det. Nodari contacted the Better Business Bureau and learned that "Irie Eat's" was not an accredited business with the Better Business Bureau in the states of Missouri or Illinois.
- Det. Nodari conducted a computer check of the Lotus Notes database and found numerous reports, where the applicant had been listed as a victim or witness for a crime which occurred near his other business, "C&L Auto Repair" at 1163 Ferguson Avenue, University City MO, 63130.

08-10-2017

- Det. Nodari received a St. Louis County "Records Check", which read "NO RECORD" (see attached).
- Detective Nodari met with Carlton Brackett and conducted an interview at the police station.
- During this interview Detective Nodari learned that Carlton Brackett will be employing a total of two employees all over the age of 21.
- Carlton Brackett stated the business will operate seven days a week: Monday through Thursday from 11 am to 11 pm; Friday and Saturday from 11 am to 1 am; Sunday from 11 am to 11 pm.
- Carlton Brackett confirmed that he was not obtaining this license for any other individual and that he is the sole owner and proprietor of the business.

Respectfully,

Det. Daur Nodari, DSN 466

A handwritten signature in black ink, appearing to read "Daur Nodari", with the number "466" written below it.





# Saint Louis COUNTY POLICE

Colonel Jon M. Belmar  
Chief of Police  
7900 Forsyth Boulevard  
St. Louis, Missouri 63105  
Voice/TTY (314) 889-2341

**BUREAU OF CENTRAL POLICE RECORDS - (314) 615-5317**

### ARREST RECORD INFORMATION

**RECORD CHECK INFORMATION REFLECTS ARREST/CRIMINAL INFORMATION FOR  
ST. LOUIS CITY AND ST. LOUIS COUNTY ONLY**

**DOES NOT INCLUDE TRAFFIC VIOLATION INFORMATION**

**RECORD CHECK APPLICATIONS WILL NOT BE ACCEPTED BY FAX**

**SECTION A: MUST BE COMPLETED PERSONALLY BY INDIVIDUAL REQUESTING RECORD CHECK**

NAME EARLTON BRACKETT RACE BLK SEX M HT 6-3 WT 195  
 ADDRESS: 2520 PRINCESS DR DATE OF BIRTH \_\_\_\_\_  
 CITY ST LOUIS STATE MO ZIP 63136 PLACE OF BIRTH JAMAICA  
 SOCIAL SECURITY # \_\_\_\_\_

THIS INFORMATION IS CURRENT AS OF \_\_\_\_\_ BUT MAY NOT FULLY REFLECT DISPOSITIONS INSTITUTED THEREAFTER IN THE JUDICIAL PROCESS OR DURING JUDICIAL REVIEW.

I authorize the St. Louis County Police Department to release arrest/conviction information concerning myself which is on file at the Regional Justice Information Service in compliance with Chapter 610, Revised Missouri Statutes. I further understand that I am required to provide satisfactory verification of my identity prior to release of this information and that I am subject to a fee in accordance with County ordinance. The intent of the record check is for:

- St. Louis City and St. Louis County arrest/conviction information - OPEN RECORDS ONLY
- Record challenge (St. Louis County arrest/conviction information - BOTH OPEN AND CLOSED RECORDS)
- Child care and nursing home employment

### OFFICIAL NOTICE OF DISCLAIMER

THE RECORD INFORMATION SHOWN ON THIS FORM INCLUDES OPEN ARREST INFORMATION AND CERTAIN CLOSED INFORMATION WITHIN ST. LOUIS COUNTY AS DEFINED BY MISSOURI STATE STATUTE. THIS **INCLUDES** ARRESTS AND CONVICTION INFORMATION WITHIN ST. LOUIS COUNTY AS WELL AS CONVICTION INFORMATION **ONLY** FOR ST. LOUIS CITY. The information provided is based on comparison of our records with the name, race, sex, age, date of birth and social security number provided by the applicant and, to the best of our knowledge, the information provided belongs to the applicant. Since the only positive means of identification is through fingerprinting and fingerprinting was not part of this record check, the Police Department cannot state unequivocally the record belongs to the applicant.

Earlton Brackett  
Signature

08-10-2014  
Date of request

**SEE REVERSE SIDE FOR ARREST RECORD INFORMATION**



"Committed to Our Citizens Through Neighborhood Policing"



CITY OF UNIVERSITY CITY
APPLICATION FOR LIQUOR LICENSE
University City Municipal Code, Chapter 600 Section 600.060

#106

INSTRUCTIONS: Read each question carefully. Make certain that each question is answered completely and correctly before you submit this application. If you need additional space, use the additional sheet provided at the end of this application. If a question does not apply to you, write N/A in the space, do not leave any blank fields. Submit all documents as requested. PLEASE PRINT CLEARLY.

Please note that this application may only be completed and filed by a sole proprietor, corporate officer, managing partner, or managing officer of the business applying for this license.

AN APPLICANT IS NOT PERMITTED TO OPERATE UNTIL LICENSE IS ISSUED

Applications must be accompanied by a non-refundable application filing fee of \$25.00

Type of license requested- separate license shall be obtained for each of the following classes of sales. (Please check each classification that applies)

- 2- All kinds of intoxicating liquor, by the drink, retail \$450.00
4- CLUB: All kinds of intoxicating liquor, by the drink, retail 200.00
5- Malt liquor not in excess of 5% alcohol wholesaler to wholesaler 75.00
6- Intoxicating liquor not in excess of 22% alcohol wholesaler to wholesaler 150.00
7- Malt liquor not in excess of 5% alcohol wholesaler to retailer 150.00
8- Intoxicating liquor not in excess of 22% alcohol wholesaler to retailer 300.00
9- Malt liquor in excess of 3.2% and not in excess of 5% alcohol, by the package, retail 75.00
10- Malt liquor in excess of 3.2% and not in excess of 5% alcohol, by the drink, retail 75.00
11- Malt liquor not in excess of 5% beer and 14% wine, by the drink, retail 75.00
12- Intoxicating liquor not more than 22% by the package, retail 75.00
13- Intoxicating liquor of all kinds, wholesaler to wholesaler 375.00
14- Intoxicating liquor of all kinds, wholesaler to retailer 750.00
15- Intoxicating liquor of all kinds by the package, retail 150.00
Sunday Liquor License 300.00



I. BUSINESS APPLYING FOR LICENSE		
A. BUSINESS NAME AND TYPE TrieLats Jamaican Restaurant LLC		<input type="checkbox"/> Sole Owner <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Limited Liability Company
B. DESCRIPTION OF PREMISES AND ADDRESS: DESCRIPTION: STRIP MALL ADDRESS: 8408 Olive St University City Mo 63132 HOURS OF OPERATION: 11A-1A Mon-Sun		C. PHONE:
II. MANAGING OFFICER:		
A. NAME (LAST) Brackett	(FIRST) Carlton	(MIDDLE INITIAL) L
B. ADDRESS, CITY & ZIP CODE 3520 Princess Dr		C. PHONE
D. [REDACTED]	F. BUSINESS PHONE (IF DIFFERENT FROM ABOVE) 314) 395-8821	
G. PREVIOUS ADDRESS (IF NOT AT PRESENT ADDRESS FOR 5 YEARS OR MORE)		
H. IF FOREIGN BORN, PLEASE STATE COUNTRY, PLACE AND STATE OF NATURALIZATION Jamaica St. Louis Missouri		
I. MISSOURI RESIDENT SINCE (MONTH & YR) 06/1996	K. TOWNSHIP	L. COUNTY
M. CURRENT BUSINESS OR OCCUPATION OF APPLICANT C & L Auto Repair & Towing/mechanic		
N. NAME OF CORPORATION, PARTNERSHIP OR CLUB (IF APPLICABLE) N/A		
FOR PARTNERSHIP OR LIMITED PARTNERSHIP		NUMBER OF MEMBERS: 1
A2. STATE NAMES, ADDRESSES, PHONE NUMBERS AND DATES OF BIRTH OF ALL PARTNERS (USE PAGE 7 IF NECESSARY)		
FOR CORPORATION OR LIMITED LIABILITY COMPANY		NUMBER OF MEMBERS:
A3. STATE NAMES, ADDRESSES, PHONE NUMBERS AND DATES OF BIRTH OF ALL OFFICERS, DIRECTORS AND STOCKHOLDERS OWNING 1% OR MORE INTEREST IN THE CORPORATION OR MEMBERS OF A LIMITED LIABILITY COMPANY (USE PAGE 7 IF NECESSARY)		
OTHER PERSONS		NUMBER OF MEMBERS:
A4. LIST NAMES, ADDRESSES, PHONE NUMBERS AND DATES OF BIRTH FOR ALL OTHER PERSONS WHO HAVE AN INTEREST IN THE BUSINESS FOR WHICH LICENSE IS REQUESTED (USE PAGE 7 IF NECESSARY)		
B4. IN WHAT TYPE OF BUSINESS IS EACH OF THE ABOVE PERSONS ENGAGED (USE PAGE 7 IF NECESSARY)		

**III OTHER INFORMATION**

A  APPLICANT A QUALIFIED VOTER IN THE STATE OF MISSOURI?  
 YES  NO

B IS APPLICANT AN ASSESSED TAX PAYING CITIZEN IN THE STATE OF MISSOURI?  
 YES  NO

C HAS APPLICANT PREVIOUSLY HELD A LIQUOR LICENSE OF ANY TYPE?

D EXPLAIN (WHEN, WHERE?)

YES  NO (IF YES, EXPLAIN, SEE ITEM D)

E HAS APPLICANT, OR ANY EMPLOYEE, OR PROPOSED EMPLOYEES, EVER BEEN DENIED A LIQUOR LICENSE, OR HAD A LICENSE TO SELL LIQUOR REVOKED?

F EXPLAIN (WHEN, WHERE?)

YES  NO (IF YES, EXPLAIN, SEE ITEM F)

G HAS APPLICANT EVER BEEN EMPLOYED IN ANY CAPACITY BY A BUSINESS WITH A BEER, WINE OR LIQUOR LICENSE?

H EXPLAIN (WHEN, WHERE?)

YES  NO (IF YES, EXPLAIN, SEE ITEM H)

I HAS THE APPLICANT, EMPLOYEE, OR PROPOSED EMPLOYEE EVER BEEN CONVICTED OF A VIOLATION OF ANY LAW REGULATING, CONTROLLING, OR PROHIBITING THE SALES OR MANUFACTURING OF INTOXICATING LIQUOR?

YES  NO (IF YES, EXPLAIN, USE PAGE 7 IF NECESSARY)

J HAS ANY DISTILLER, WHOLESALER, WINE MAKER, BREWER OR ANY EMPLOYEE, OR AGENT THEREOF, HAVE OR PROPOSE TO HAVE ANY FINANCIAL INTEREST IN THE BUSINESS TO WHICH THIS APPLICATION APPLIES?

YES  NO (IF YES, EXPLAIN, USE PAGE 7 IF NECESSARY)

K INDICATE THE TYPE OF BUSINESS IF ANY APPLICANT PROPOSES TO CONDUCT ON PREMISES IN ADDITION TO SALE OF INTOXICATING LIQUOR

RESTAURANT

HOTEL DINING ROOM

OTHER (PLEASE EXPLAIN)

BUY

L STATE ESTIMATE OF ANNUAL SALES VALUE. FOOD \$ 30,000 OTHER (INCLUDING LIQUOR) \$ 40,000

M IS THERE A SCHOOL, CHURCH, SYNAGOGUE, PUBLIC PARK OR PLAYGROUND WITHIN ONE HUNDRED FIFTY (150) FEET OF THE PROPOSED BUSINESS?  YES  NO (IF YES, STATE THE NAME AND APPROXIMATE DISTANCES)

N IS THE APPLICANT INDEBTED TO ANY PERSON FOR MONEY OR PROPERTY, TO BE USED IN THE LICENSED BUSINESS? (IF YES, STATE AMOUNT OF INDEBTEDNESS, AND TO WHOM IT IS OWED.)

YES  NO

AMOUNT OWED

NAME

\$

ADDRESS, CITY, STATE & ZIP

PHONE

OCCUPATION

STATE OF MISSOURI )  
 ) SS.  
COUNTY OF ST. LOUIS )

Comes now Carlton Boudrie of lawful age, being first duly sworn upon oath, deposes and says that he or she: (1) is the sole proprietor, corporate officer, managing partner, or managing officer of the business applying for this license, (2) is authorized to make this application, (3) has read this application and understands same, (4) knows the contents of this application, (5) swears that the answers and statements contained in this application are true and correct, and (6) on behalf of the applicant, agrees to comply with all laws of the City of University City and the State of Missouri relevant to the applicant's business.

Carlton Boudrie  
SIGNATURE OF APPLICANT/MANAGING OFFICER

SUBSCRIBED AND SWORN TO BEFORE ME ON THIS DAY 4<sup>th</sup> OF May 2017

Shanna Menard  
NOTARY PUBLIC

MY COMMISSION EXPIRES

9/12/2017



SHANNA MENARD  
My Commission Expires  
September 12, 2017  
St. Louis City  
Commission #13786930

THIS SECTION FOR CITY USE ONLY

APPROVALS:

Police Chief	_____	Date: _____
Comments:		
Community Development	<u>Andrea Riganti (RL)</u>	Date: <u>8/9/17</u>
Comments:		
City Manager	_____	Date: _____
Comments:		

**IV. SUNDAY LIQUOR LICENSE**

If application is for Sunday liquor license, complete the following section:

Under the provisions of Chapter 600, Section 600.260 of the Municipal code of the City of University City, application is hereby made for a license to sell intoxicating liquor between the hours of 9:00 A.M. and midnight on Sundays

A. APPLICANT NAME (LAST) Brackett (FIRST) Carlton (MIDDLE INITIAL) L.

B. BUSINESS NAME Irie Eats Jamaican Restaurant LLC PHONE NUMBER (314) 395-8831

Type of Liquor License held or applied for:

- 1-2 All kinds of intoxicating liquor, by the drink, retail
- 9 Malt liquor in excess of 3.2% not in excess 5% alcohol, by the package, retail
- 10 Malt liquor in excess of 3.2% not in excess 5% alcohol, by the drink, retail
- 11 Malt liquor not in excess of 5% beer and 14% wine, by the drink, retail
- 12 Intoxicating liquor not more than 22%, by the package, retail
- 15 Intoxicating liquor of all kinds, by the package, retail

For the purpose of obtaining said Sunday Liquor license, applicant states that at least fifty percent (50%) of the gross income of the restaurant bar at the above location is derived from the sale of prepared meals or food consumed on the premises, or which has an annual gross income of at least two hundred seventy-five thousand dollars (\$275,000.00) from the sale of prepared meals or food.

[Signature]  
Signature of Applicant

member / operating manager  
Title of Applicant

5/4/17  
Date



**V. RECOMMENDATIONS- COMPLETE IF APPLYING FOR LICENSE TYPE 2, 10, OR 11**

Five recommendations are required for Applicants petitioning for a license to sell intoxicating liquor by the drink at retail under section 600.080 of University City Municipal Code.

Each of the following recommendations is to be filled in and signed by a creditable resident, real property tax-paying citizen of University City, vouching for the character of the applicant.

1) Date: 3/20/17 Name: Stacey Mingo  
Location of University City real property taxed in your name: 6223 Roberts  
How long have you known applicant? 20 yrs Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314-619-9898 Signature: Stacey Mingo

2) Date: 03/20/17 Name: VINCENT ASH MERRITT  
Location of University City real property taxed in your name: YES 6800 Corbitt ave.  
How long have you known applicant? 20 yrs. Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: (314) 862-4302 Signature: Vincent Merritt  
C. (314) 495-0243

3) Date: 3/20/17 Name: HELISSA WILSON  
Location of University City real property taxed in your name: 1165 Ferguson  
How long have you known applicant? 20 yrs Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314-761-0903 Signature: Helissa Wilson

4) Date: 31 mar 17 Name: Quentin Worth  
Location of University City real property taxed in your name: 6832 Plymouth Ave  
How long have you known applicant? 24 years Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314-359-3835 Signature: Quentin Worth

5) Date: \_\_\_\_\_ Name: \_\_\_\_\_  
Location of University City real property taxed in your name: \_\_\_\_\_  
How long have you known applicant? \_\_\_\_\_ Are you related? \_\_\_\_\_  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? \_\_\_\_\_  
Do you vouch for applicant's moral character and reputation? \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Signature: \_\_\_\_\_

copy

V. RECOMMENDATIONS- COMPLETE IF APPLYING FOR LICENSE TYPE 2, 10, OR 11

Five recommendations are required for Applicants petitioning for a license to sell intoxicating liquor by the drink at retail under section 600.080 of University City Municipal Code

Each of the following recommendations is to be filled in and signed by a creditable resident, real property tax-paying citizen of University City, vouching for the character of the applicant

1) Date: 3/13/2017 Name: JORDAN JORDAN  
Location of University City real property taxed in your name: 7325 BALDWIN  
How long have you known applicant? 20 Are you related? customer  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? YES NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314 277-9200 Signature: Jordan Jordan

2) Date: 3-15-2017 Name: MARC A. FOWERS, SR.  
Location of University City real property taxed in your name: 1160 URSULA AVE  
How long have you known applicant? 10+ Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314-725-4159 Signature: Marc A. Fowers, SR

3) Date: 3-22-17 Name: Angela Watson  
Location of University City real property taxed in your name: 6700 Chestnut Ave, Suite 111  
How long have you known applicant? 9 years Are you related? NO  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314-497-7774 Signature: Angela Watson

4) Date: 3/20/2017 Name: JORDAN JORDAN  
Location of University City real property taxed in your name: 7356 BALDWIN  
How long have you known applicant? 16 Are you related? CUSTOMER  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? YES NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314 625-1765 Signature: Jordan Jordan

5) Date: 3/22/17 Name: Anita McClain  
Location of University City real property taxed in your name: 6700 Chestnut Ave 1st/1001  
How long have you known applicant? 9 years Are you related?  
Are you aware of any reason to refuse applicant a license to sell intoxicating liquor? NO  
Do you vouch for applicant's moral character and reputation? YES  
Phone Number: 314 532-5905 Signature: Anita McClain





6801 Delmar Blvd  
 University City, MO 63130  
 Tel: (314) 505-8544  
 Fax: (314) 863-0921

**VI. PETITION- COMPLETE IF APPLYING FOR LICENSE TYPE 2, 10, OR 11**

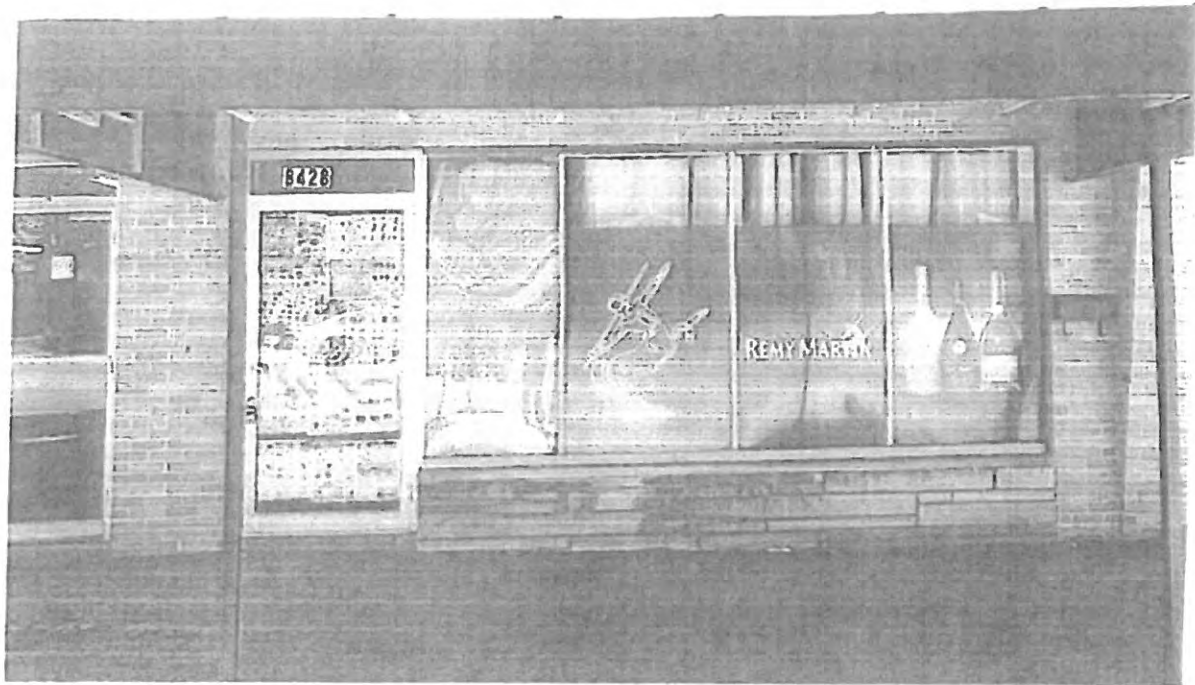
Under Chapter 600, Section 600.080, a petition must be submitted in favor of the license. **Please Note:** In the absence of valid petitions, the city council must have a five-sevenths vote to approve the license.

The undersigned taxpaying citizens, record owners of property within a radius of 200 feet of the primary public entrance of the premises in which the applicant proposes to sell intoxicating liquor, and owners occupying or conducting a business on the main or surface floor of buildings within such radius, hereby approve the foregoing application, and consent to the issuance to the applicant of a license to sell intoxicating liquor by the drink, to be consumed on the premises where sold.

**NAME** **ADDRESS**

NAME	ADDRESS
X OLUDARE FAZAKO	8430 OLIVE BLVD ST LOUIS MO 63132
X [unclear]	[unclear]
X Wendell Bryant	8502 Olive Blvd St Louis, Mo 63132
X [unclear]	8430 OLIVE BLVD ST LOUIS MO 63132
X [unclear]	8437 OLIVE ST LOUIS MO 63130

(Attach additional sheet if necessary)



ST. LOUIS COUNTY, MISSOURI



## Personal Property Tax Receipt

This information reflects the tax status for the account and tax year indicated.

This receipt serves as proof of paid personal property taxes and must be submitted when applying for an annual permit or license from St. Louis County

### No Taxes Are Due

Effective 8/31/2017.

**Tax Year:** 2016  
**Account Number:** 851986340  
**Account Status:** Active  
**Name:** Brackett Carlton L  
**Taxing Address:** 2520 Princess Dr  
 Saint Louis, MO 63136  
**School Sub Code:** 128PH  
**City Code:** 000  
**Site Code:** 0095  
**Total Assessed Value:** 1,310  
**Tax Rate:** 11.5233  
**Personal Property Declaration:** 2016 declaration has been received.

Office Use: 25TP064M336U8D95175I8UB6Z 8/31/2017 9:43:39 AM



Personal Property Tax Paid: 851986340

Tax Year	Tax	Interest	Penalties	Other Charges	Total Tax	Amount Paid	Date Paid
2016	\$150.96	\$0.00	\$0.00	\$0.00	\$150.96	\$150.96	12/31/2016

Vehicles Detail: 851986340 - 2016

Line Number	Reference Number	Description	Year	Make	Model	Product Code	Total Units	Assessed Value Per Unit	Total Assessed Value
1	90	Auto	2000	Chev	Prizm	410833	1	310	310
2	40	Trucks	1994	Chev	1T Wreck	428031	1	100	100
3	100	Trucks	1999	Toyo	Pu	000576	1	900	900
<b>Total &gt;&gt;</b>									<b>1,310</b>

If you have any questions, please contact the Collection Division at (314)615-5500.

Close Window



TAXATION DIVISION  
P.O. BOX 3666  
JEFFERSON CITY, MO 65105-3666



STATE OF MISSOURI  
Department of Revenue  
Telephone: (573) 751-9268  
Fax: (573) 522-1265  
E-mail: [taxclearance@dor.mo.gov](mailto:taxclearance@dor.mo.gov)

C & L AUTO REPAIR AND SERVICES LTD.  
BRACKETT CARLTON  
2520 PRINCESS DR  
ST LOUIS, MO 631365939

DATE: May 4, 2017  
MISSOURI TAX ID NUMBER:  
14822377  
University City

## CERTIFICATE OF NO TAX DUE

To Whom it may concern: The Department of Revenue, State of Missouri, certifies that the above listed taxpayer/account has filed all required returns and paid all sales or withholding tax due, including penalties and interest, or does not owe any sales and withholding tax, according to the records of the Missouri Department of Revenue as of May 4, 2017. These records do not include returns that are not required to be filed as of this date for taxes previously collected or that have been filed but not yet processed by the Department.

This statement only applies to sales and withholding tax due and does not limit the authority of the Director of Revenue to assess, and/or collect liabilities under appeal, in default of an installment agreement entered into with the Director of Revenue or that become known to the Missouri Department of Revenue as a result of audit, review of the taxpayer's records, or determination of successor liability.

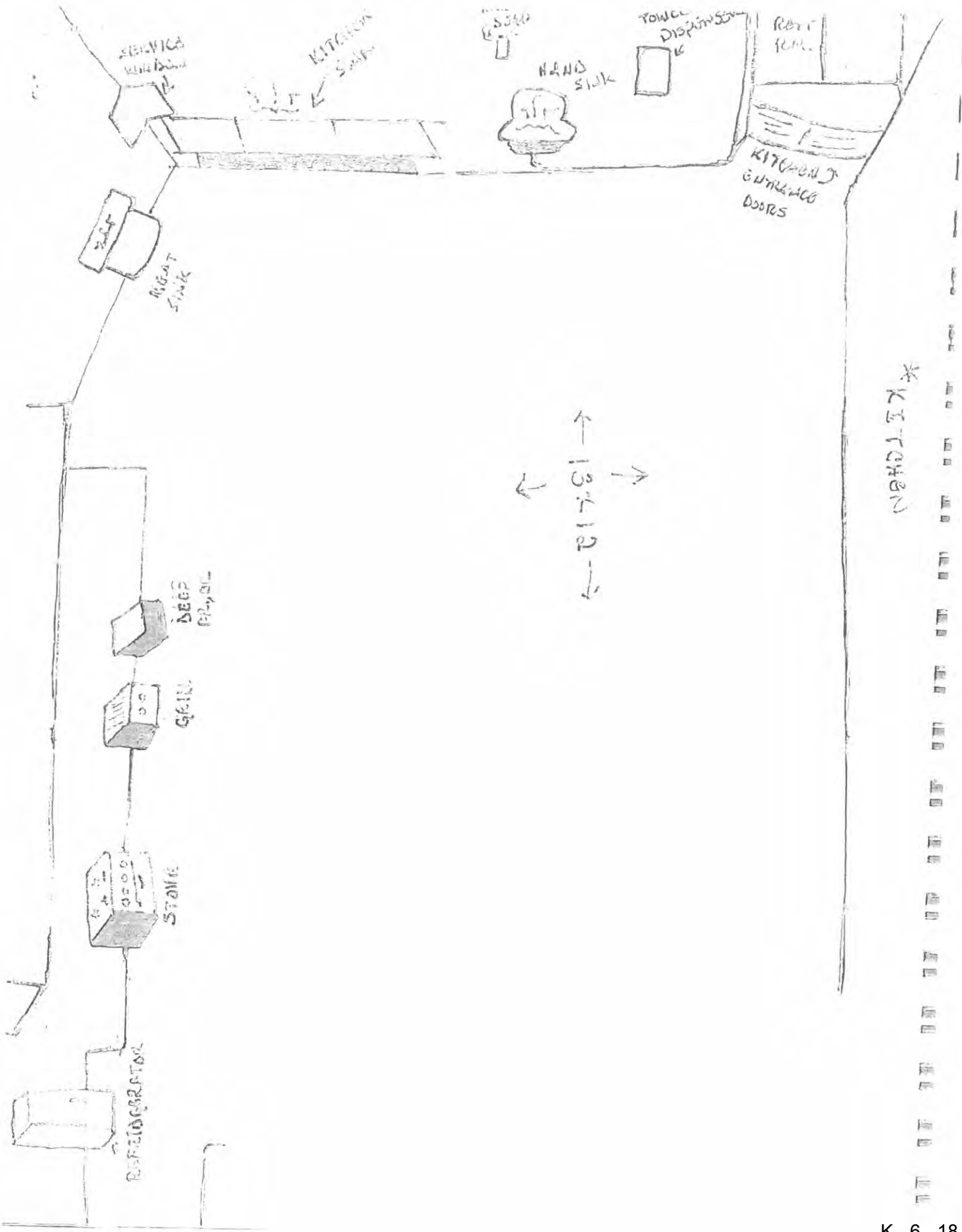
**THIS CERTIFICATE REMAINS VALID FOR 90 DAYS FROM THE ISSUANCE DATE.**

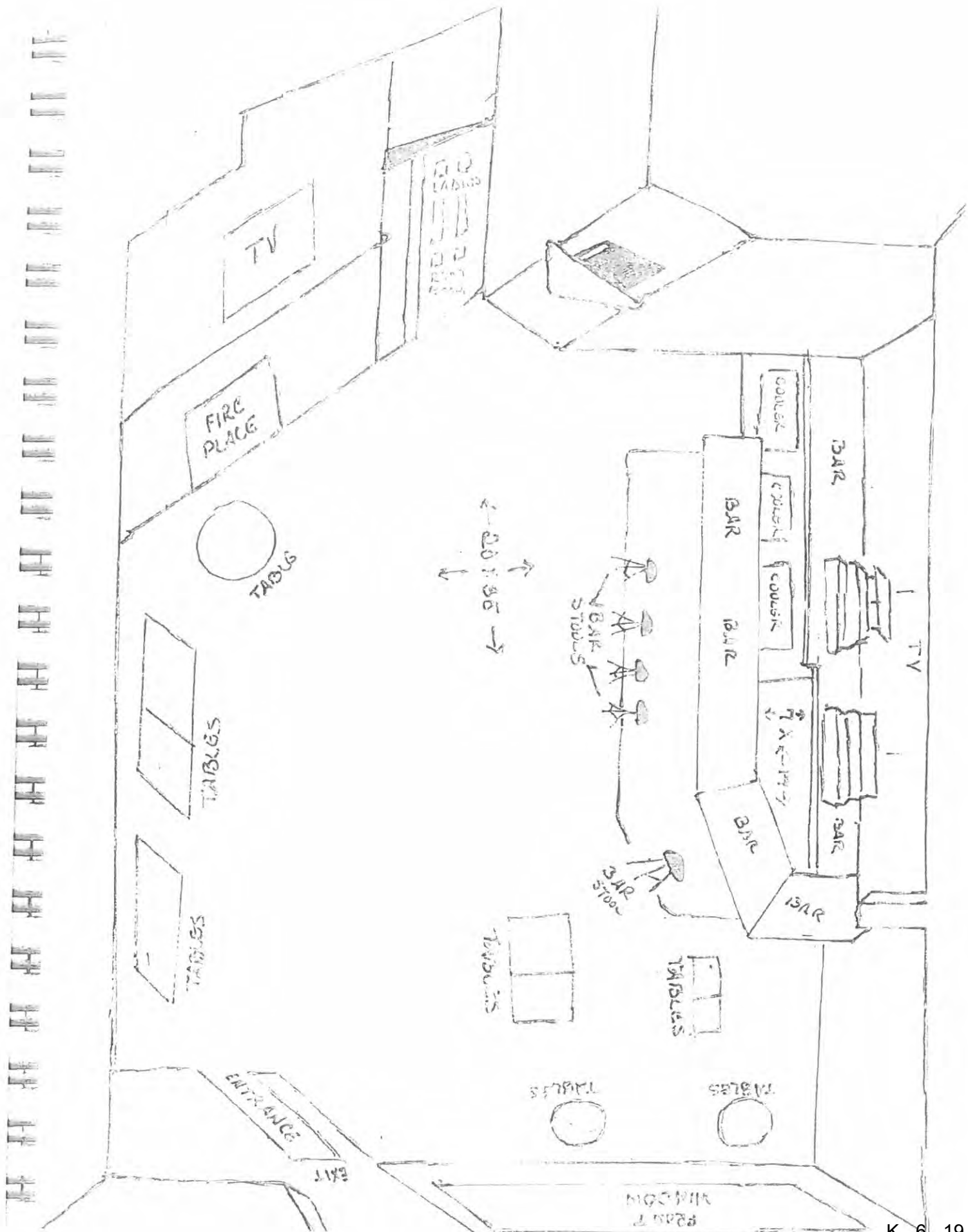
DIRECTOR OF REVENUE OR DELEGATE  
STATE OF MISSOURI

BY:

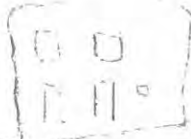
A handwritten signature in cursive script that reads "Esta Zaring".

Esta Zaring  
Administrator, Business Tax

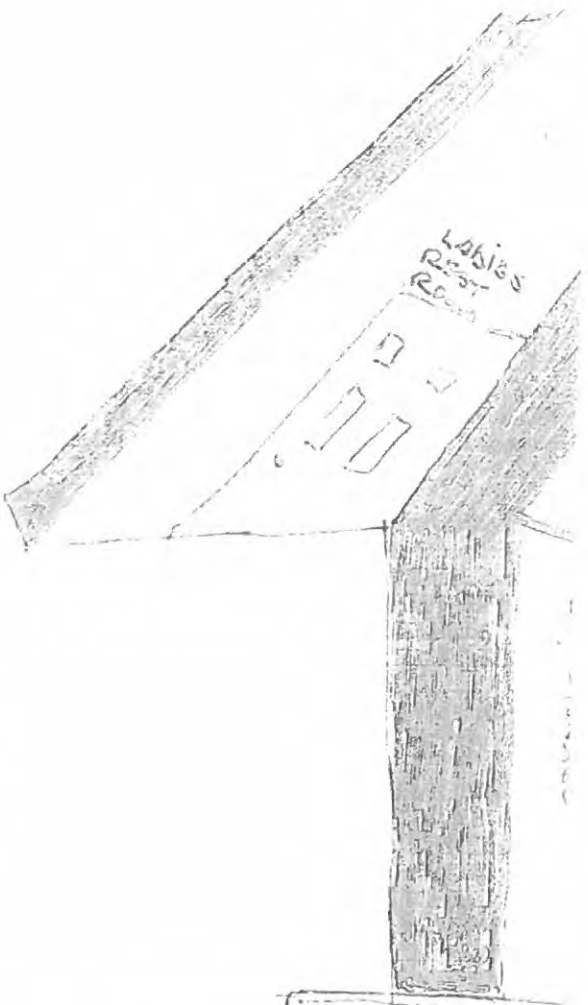




MALE RGST  
ROOM



LABS  
REST  
ROOM



← 8 → × 3 1/2

KITCHEN ENTRANCE





OFFICE & LIQUOR STORAGE

RESTAURANT SUPPLIES

12/10/10



↑  
ENTRANCE

↑  
ENTRANCE

↑  
42' x 10'  
↓  
42' x 10'

42' x 10'  
↓  
42' x 10'

↑  
FRIDGE

↑  
REFRIGERATOR

↑  
ICE MAKER

\* DRESSING \*

↑  
WATER TANK



↑  
ENTRANCE

↑  
DOOR





## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Annual Order for Police Uniforms

**AGENDA SECTION:** City Manager's Report

**CAN THIS ITEM BE RESCHEDULED? :** Yes

**BACKGROUND REVIEW:** In 2015, the invitation to Bids were issued to three vendors for an estimated amount of police uniforms and related equipment which includes uniform trousers, shirts, raincoats, boots, gloves, hats and miscellaneous accessories. The vendors are Quinn Uniform Company, Heros In Style and Leon Uniform Company. One bid was received:

Leon Uniform Company.....(attached)

Leon Uniform has provided quality products and service to the Police Department. Other possible bidders cannot meet Leon Uniform's quality, variety and the ability to outfit new officers in person. The City Council awarded two year contract to Leon Uniform with an option of extending for another two years. In 2017 was the first year of an extension, staff recommends to continue another year of contract with Leon Uniform, and issue a new bid in 2019. FY 2018 budget for this line item was \$34,000.

**RECOMMENDATION:** Staff recommends to extend another one-year contract with Leon Uniform.



Run Date 8/14/17

C O N T R A C T P R I C I N G / S P E C S L I S T

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0001 UNIVERSITY CITY POLICE DEPT. Fax (314) 505-8648  
 CALL DASHAUNA PRICE Expire Date: 12/31/17  
 \*\*PICK UP ONLY\*\*  
 081417DN-REBUILD  
 0001-PD/PARKING 0002-BIKE PATROL  
 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
1	014225	P868	S/S PARAGON PLUS SHIRT			34.00	EMB B/SLV COLOR: LT. BLUE SIZE: 14.5-17.5
		ELBECO, INC.					
2	014226	P868-OS1	S/S PARAGON PLUS SHIRT			38.00	EMB B/SLV COLOR: LT. BLUE SIZE: 18-20
		ELBECO, INC.					
3	015000	P878	L/S PARAGON PLUS SHIRT			38.00	EMB B/SLV COLOR: LT. BLUE SIZE: 14.5-17.5
		ELBECO, INC.					
4	015001	P878-OS1	L/S PARAGON PLUS SHIRT			42.00	EMB B/SLV COLOR: LT. BLUE SIZE: 18-20
		ELBECO, INC.					
5	017811	P812	S/S WMNS PARAGON PLUS SHIRT			34.00	EMB B/SLV COLOR: LT. BLUE SIZE: 28-42
		ELBECO, INC.					
6	017812	P812-OS1	S/S WMNS PARAGON PLUS SHIRT			38.00	EMB B/SLV COLOR: LT. BLUE SIZE: 44-46
		ELBECO, INC.					
7	017801	P802	L/S WMNS PARAGON PLUS SHIRT			38.00	EMB B/SLV COLOR: LT. BLUE SIZE: 30-42
		ELBECO, INC.					
8	017802	P802-OS1	L/S WMNS PARAGON PLUS SHIRT			42.00	EMB B/SLV COLOR: LT. BLUE SIZE: 44-46
		ELBECO, INC.					



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 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
9	181206	1206	3"SGT.CHEVRON 2-COLOR (PAIR) ROCK CHAMPION			3.95	SHIRTS: ROYAL/ROYAL/WHITE JACKETS: BLACK/BLACK/WHITE
10	010310	310N-3	L/S TEXTROP SHIRT ELBECO, INC.			45.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 14.5-17.5
11	010311	310N-3-OS1	L/S TEXTROP SHIRT ELBECO, INC.			49.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 18-20
12	013310	3310N-3	S/S TEXTROP SHIRT ELBECO, INC.			41.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 14.5-17.5
13	013311	3310N-3-OS1	S/S TEXTROP SHIRT ELBECO, INC.			45.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 18-20
14	010931	Z9310N-3	L/S WMNS TEXTROP SHIRT-ZIP ELBECO, INC.			50.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 30-42
15	010932	Z9310N-3-OS1	L/S WMNS TEXTROP SHIRT-ZIP ELBECO, INC.			55.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 44-50
16	010981	Z9810N-3	S/S WMNS TEXTROP SHIRT-ZIP ELBECO, INC.			47.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 30-42



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081417DN-REBUILD  
 0001-PD/PARKING 0002-BIKE PATROL  
 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
17	010982	Z9810N-3-OS1	S/S WMNS TEXTROP SHIRT-ZIP			51.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 44-50
	ELBECO, INC.						
18	010937	9310N-3	L/S WMNS TEXTROP SHIRT			45.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 30-42
	ELBECO, INC.						
19	010938	9310N-3-OS1	L/S WMNS TEXTROP SHIRT			49.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 44-48
	ELBECO, INC.						
20	010987	9810N-3	S/S WMNS TEXTROP SHIRT			41.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 30-42
	ELBECO, INC.						
21	010988	9810N-3-OS1	S/S WMNS TEXTROP SHIRT			45.00	EMB B/SLV *LT AND ABOVE* COLOR: WHITE SIZE: 44-46
	ELBECO, INC.						
22	020322	32230	MENS TRS NAVY POLY-ELASTIQU			48.00	COLOR: NAVY SIZE: 28-42
	FECHHEIMER						
23	020323	32230-OS1	MENS TRS NAVY POLY-ELASTIQU			52.00	COLOR: NAVY SIZE: 44-50
	FECHHEIMER						
24	023523	35233	WMNS TRS NAVY POLY-ELASTIQU			48.00	COLOR: NAVY SIZE: 2-18
	FECHHEIMER						
25	023524	35233-OS1	WMNS TRS NAVY POLY-ELASTIQU			52.00	COLOR: NAVY SIZE: 20-24
	FECHHEIMER						



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 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
26	023820	38200	MENS TRS NAVY POLY-SERGE			42.00	COLOR: NAVY *SUMMER* SIZE: 28-42
	FECHHEIMER						
27	023821	38200-OS1	MENS TRS NAVY POLY-SERGE			47.00	COLOR: NAVY *SUMMER* SIZE: 44-50
	FECHHEIMER						
28	023839	38233	WMNS TRS NAVY POLY-SERGE			42.00	COLOR: NAVY *SUMMER* SIZE: 2-18
	FECHHEIMER						
29	023840	38233-OS1	WMNS TRS POLY SERGE-NAVY			47.00	COLOR: NAVY *SUMMER* SIZE: 20-24
	FECHHEIMER						
30	154021	6630-1	PLAIN VELCRO BELT 1 1/2"			20.99	SIZE: 26-44
	BOSTON LEATHER, INC.						
31	154022	6630-1-OS1	PLAIN VELCRO BELT 1 1/2"			22.99	SIZE: 46-50
	BOSTON LEATHER, INC.						
32	152599	B59FL	DUTY BELT PLAIN FULL LINED			65.00	SILVER OR GOLD BUCKLE SIZE: 24-44
	GOULD AND GOODRICH						
33	152600	B59FL-OS1	DUTY BELT PLAIN FULL LINED			75.00	SILVER OR GOLD BUCKLE SIZE: 46-52
	GOULD AND GOODRICH						
34	150031	B549	MKIV HOLDER OPEN TOP-PLAIN			24.95	
	GOULD AND GOODRICH						
35	164230	52H2030	H2O SABRE RED MK4-3.3OZ			14.99	
	SECURITY EQUIPMENT CORPORATION						
36	150075	B76	BELT KEEPER PLAIN			3.50	SILVER OR GOLD
	GOULD AND GOODRICH						



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 0001-PD/PARKING 0002-BIKE PATROL  
 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
37	152582	B580	ROUND HANDCUFF CASE-PLAIN			33.50	SILVER OR GOLD
		GOULD AND GOODRICH					
38	165241	52411	F21B ASP BATON-BLACK CHROME			100.00	
		ARMAMENT SYSTEMS					
39	155242	52432	F21 HOLDER-PLAIN			43.00	
		ARMAMENT SYSTEMS					
40	156283	B627-3	DBL MAG CASE-PLAIN BER92F			38.00	SILVER OR GOLD
		GOULD AND GOODRICH					
41	153628	B628-3	SGL MAG CASE-PLAIN BER92			27.00	SILVER OR GOLD
		GOULD AND GOODRICH					
42	150042	K555	GLOVE POUCH W/VELCRO FLAP			19.00	
		GOULD AND GOODRICH					
43	155270	B720A-92F	ASTRO MID HOLSTER BER92F-PL			130.00	
		GOULD AND GOODRICH					
44	172265	ACME-3	#558 LRG BLACK PLASTIC WHIS			5.50	
		HAMBURGER WOOLEN CO., INC.					
45	160100	350103	#100 S&W NICKEL HANDCUFFS			30.00	
		SMITH & WESSON					
46	165008	52H2006	H20 SABRE RED MK-6 .69 OZ			12.99	**DETECTIVES**
		SECURITY EQUIPMENT CORPORATION					
47	154000	6505-1-S	1 3/4" BELT-BLACK GARRISON			23.99	SILVER OR GOLD
		BOSTON LEATHER, INC.					SIZE: 26-44





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081417DN-REBUILD  
 0001-PD/PARKING 0002-BIKE PATROL  
 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
48	154001	6505-1-S-OS1	1 3/4" BELT-BLACK GARRISON BOSTON LEATHER, INC.			26.99	SILVER OR GOLD SIZE: 46-54
49	154002	6505-1-S-OS2	1 3/4" BELT-BLACK GARRISON BOSTON LEATHER, INC.			29.99	SILVER OR GOLD SIZE: 56
50	130104	AXII HILITE-2C	AXII HL W/THOR SEWN IN-STP POINT BLANK BODY ARMOR, INC.			775.00	COLOR: LT. BLUE OR WHITE
51	039810	9810Z-DNAVY	WATERPROOF CRUISER JACKET BLAUER MFG.			200.00	EMB B/SLV, GUNMETAL "P" BUTTONS COLOR: NAVY SIZE: S-XL
C	170009	24L	24 LIGNE BUTTON WATERBURY CO., INC.	4		1.00	GUNMETAL "P" POCKETS/EPS
52	039811	9810Z-DNAVY-OS1	WATERPROOF CRUISER JACKET BLAUER MFG.			220.00	EMB B/SLV, GUNMETAL "P" BUTTONS COLOR: NAVY SIZE: 2XL
C	170009	24L	24 LIGNE BUTTON WATERBURY CO., INC.	4		1.00	GUNMETAL "P" POCKETS/EPS
53	039812	9810Z-DNAVY-OS2	WATERPROOF CRUISER JACKET BLAUER MFG.			240.00	EMB B/SLV, GUNMETAL "P" BUTTONS COLOR: NAVY SIZE: 3XL
C	170009	24L	24 LIGNE BUTTON WATERBURY CO., INC.	4		1.00	GUNMETAL "P" POCKETS/EPS



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081417DN-REBUILD  
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 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
54	053090	S309V-062	RAINCOAT-BLACK/YEL REV ANSI I.SPIEWAK & SONS, INC.		101.00		COLOR: BLACK/HIVIS SIZE: S-XL
55	053091	S309V-062-OS1	RAINCOAT-BLACK/YEL REV ANSI I.SPIEWAK & SONS, INC.		111.00		COLOR: BLACK/HIVIS SIZE: 2XL
56	053092	S309V-062-OS2	RAINCOAT-BLACK/YEL REV ANSI I.SPIEWAK & SONS, INC.		121.00		COLOR: BLACK/HIVIS SIZE: 3XL
57	030036	48112-019	SABRE JACKET 2.0-BLACK 5.11 TACTICAL		230.00		BDG EMB LUF, EMB R/BACK PANEL COLOR: BLACK **COMMAND STAFF** SIZE: S-2XL
C	187054	5250	POLICE EMB 11X4 WHITE/BLACK HERO'S PRIDE	1	4.99		INSTALL ON BACK PANEL
C	187657	5717	POLICE EMB 2X4 WHITE/BLACK HERO'S PRIDE	1	2.99		INSTALL ON RIGHT PANEL
58	030037	48112-019-OS1	SABRE JACKET 2.0-BLACK 5.11 TACTICAL		240.00		BDG EMB LUF, EMB R/BACK PANEL COLOR: BLACK **COMMAND STAFF** SIZE: 3XL
C	187054	5250	POLICE EMB 11X4 WHITE/BLACK HERO'S PRIDE	1	4.99		INSTALL ON BACK PANEL
C	187657	5717	POLICE EMB 2X4 WHITE/BLACK HERO'S PRIDE	1	2.99		INSTALL ON RIGHT PANEL



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081417DN-REBUILD  
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Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
59	090001 FECHHEIMER	00700	SWEATER V-NECK UNLINED RIB		67.00		EMB B/SLV, NAME & BADGE TAB COLOR: NAVY SIZE: XS-XL
60	090002 FECHHEIMER	00700-OS1	SWEATER V-NECK UNLINED RIB		73.00		EMB B/SLV, NAME AND BADGE TAB COLOR: NAVY SIZE: 2XL
61	033213 FECHHEIMER	32133	COMMAND JACKET POLY/ELASTIQ		155.00		EMB B/SLV, OPEN EPS, 2 'P' EA/SL COLOR: NAVY *SGT AND ABOVE* SIZE: 34-46
C	170009 WATERBURY CO., INC.	24L	24 LIGNE BUTTON	4		0.00	INSTALL 2 "P" BUTTONS EA/SLV
62	033214 FECHHEIMER	32133-OS1	COMMAND JACKET POLY/ELASTIQ		165.00		EMB B/SLV, OPEN EPS, 2 'P' EA/SL COLOR: NAVY *SGT AND ABOVE* SIZE: 48-50
C	170009 WATERBURY CO., INC.	24L	24 LIGNE BUTTON	4		0.00	INSTALL 2 'P' BUTTONS EA/SLV
63	033215 FECHHEIMER	32133-OS2	COMMAND JACKET POLY/ELASTIQ		180.00		EMB B/SLV, OPEN EPS, 2 'P' EA/SL COLOR: NAVY *SGT AND ABOVE* SIZE: 52-54
64	061340 MIDWAY CAP CO.	LEON5-DN	LEON 5-STAR CAP DARK NAVY		40.00		SILVER OR GOLD STRAP



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Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
65	063002	M/0321	EXPANSION CAP STRAP EISEMAN-LUDMAR CO., INC.			8.99	
66	063002	M/0322	EXPANSION CAP STRAP EISEMAN-LUDMAR CO., INC.			8.99	SGT AND ABOVE
67	089001	90010	TIE CLIP-ON 3X18 W/BH SAMUEL BROOME UNIFORM CRAVATS			4.99	COLOR: NAVY
68	089004	90043	TIE CLIP-ON XL 3X20 W/BU SAMUEL BROOME UNIFORM CRAVATS			5.99	COLOR: NAVY
69	089005	90051	TIE CLIP-ON SH 3X14.5 W/BH SAMUEL BROOME UNIFORM CRAVATS			4.99	COLOR: NAVY
70	089015	90156	CROSSOVER TIE-POLY SAMUEL BROOME UNIFORM CRAVATS			4.99	COLOR: NAVY
71	088119	8119X-DNAVY	STRETCH MOCK T-NECK DICKEY BLAUER MFG.			14.50	TO GET EMBROIDERY
C	194000	TE-SP	MOCK/TURTLE EMBROIDERY SEW PERFECT	1		7.00	-UCPD- 1024 GOLD CENTERED
72	060194	194ST-NV	TASLAN FUR TROOPER CAP MIDWAY CAP CO.			27.00	COLOR: NAVY SIZE: S-2XL
73	060061	4T176-BLACK	BLACK WATCH CAP-THINSULATE ARTEX KNITTING MILLS, INC.			8.99	TO GET EMBROIDERY COLOR: BLACK



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CONTRACT PRICING / SPECS LIST

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 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
C	194021	HAT-EMBR STITCHES-N-COLOR STUDIO	LETTERS HATS/BALL CAP	1		8.95	-UCPD- 1" 1024 GOLD LETTERS CENTERED ON FRONT OF HAT
74	015130	K5130 ELBECO, INC.	S/S UFX POLO-WHITE			37.50	GOLD BDG EMB LUF, EMBROIDERY RUF COLOR: WHITE SIZE: S-XL
C	190002	EMBR-2 SEW PERFECT	2-LINE EMBR (LETTERING)	1		9.95	1-RANK 2-1st INITIAL LAST NAME #1670 GOLD *LT, CAPTAIN, CHIEF
75	015131	K5130-OS1 ELBECO, INC.	S/S UFX POLO-WHITE			42.50	GOLD BDG EMB LUF, EMBROIDERY RUF COLOR: WHITE *LT AND ABOVE* SIZE: 2XL-3XL
C	190002	EMBR-2 SEW PERFECT	2-LINE EMBR (LETTERING)	1		9.95	1-RANK 2-1st INITIAL LAST NAME #1670 GOLD *LT, CAPTAIN, CHIEF
76	020044	73308-724 5.11 TACTICAL	MENS TACLITE SHORT 11"-DK N			44.50	COLOR: NAVY SIZE: 28-44
77	014114	41060-160 5.11 TACTICAL	PRO S/S POLO-SILVERTAN			37.50	EMB L/SLV, PARKING EMB R/SLV COLOR: SILVERTAN *PARKING* SIZE: XS-2XL
78	014115	41060-160-OS1 5.11 TACTICAL	PRO S/S POLO-SILVERTAN			42.50	EMB L/SLV, PARKING EMB R/SLV COLOR: SILVERTAN *PARKING* SIZE: 3XL



Run Date 8/14/17

C O N T R A C T P R I C I N G / S P E C S L I S T

Page 11

0001 UNIVERSITY CITY POLICE DEPT. Fax (314) 505-8648  
 CALL DASHAUNA PRICE Expire Date: 12/31/17  
 \*\*PICK UP ONLY\*\*

081417DN-REBUILD  
 0001-PD/PARKING 0002-BIKE PATROL  
 0003-DISPATCH 0004-RECORDS

Lin Num	Item Code	Vendor Reference	Item Description	Qty	Retail Price	Cust Price	Special Instructions
79	014602 5.11 TACTICAL	61166-160	PRO S/S WMNS POLO-SILVERTAN			37.50	EMB L/SLV, PARKING EMB R/SLV COLOR: SILVERTAN *PARKING* SIZE: S-XL
80	027702 5.11 TACTICAL	74273-162	TACLITE PRO PANT-TDU KHAKI			49.99	**PARKING** COLOR: KHAKI SIZE: 28-44
81	027703 5.11 TACTICAL	74273L-162	TACLITE PRO PANT-TDU KHAKI			59.99	**PARKING** COLOR: KHAKI SIZE: 46-54
82	026444 5.11 TACTICAL	64360-162	WMNS TACLITE PRO PANT-KHAKI			49.99	**PARKING** COLOR: KHAKI SIZE: 2-20
83	027341 5.11 TACTICAL	73287-162	TACLITE SHORT-TDU KHAKI			44.99	**PARKING** COLOR: KHAKI SIZE: 28-44
84	020033 5.11 TACTICAL	63071-162	WMNS TACLITE SHORT-TDU KHAK			44.99	**PARKING** COLOR: KHAKI SIZE: 2-20



## City Manager's Report Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** City Owned Property at 7315 Olive Blvd.

**AGENDA SECTION:** City Manager's Report

**CAN THIS ITEM BE RESCHEDULED?** YES

**BACKGROUND REVIEW:** See attached

**ATTACHMENTS:**

**RECOMMENDATION:**





## MEMORANDUM

TO: MAYOR AND MEMBERS OF CITY COUNCIL  
FROM: ANDREA RIGANTI, DIRECTOR OF COMMUNITY DEVELOPMENT *AR*  
DATE: AUGUST 23, 2017  
SUBJ: REQUEST FOR GUIDANCE – CITY OWNED PROPERTY AT 7315 OLIVE BLVD  
CC: CHARLES ADAMS, INTERIM CITY MANAGER  
TINA CHARUMILIND, DIRECTOR OF FINANCE

### Summary

The purpose of memorandum is to seek guidance regarding the disposition of the City owned building at 7315 Olive Boulevard.

### Background

The subject property and area is located on the northwest corner of Olive and Midland boulevards and consists of seven parcels acquired owned by the City. Currently, the site is comprised of approximately 1.62 acres of vacant land, with the exception of a single story building at 7315 Olive Boulevard. The 1,900 square foot building is vacant and was constructed in 1932 by St. Louis architect Harris Armstrong. The building is of historic interest, but is not included on a national or local historic register. The building is at a point of deterioration. Portions of the site, including the building, are located in the floodplain of River Des Peres. Any new development or construction is required to comply with floodplain regulations which could involve building elevation or construction on fill. The area is zoned GC-General Commercial, which permits a variety of commercial land uses, as well as MR-Medium Density Residential.



### Request

The building located at 7315 Olive Boulevard has deteriorated substantially over the past several years. The City has spent no money maintaining the building and it is an attractive nuisance. The building, in its current state, creates blight in an area the City is actively trying to redevelop. The building will need major repairs and renovations for a long term use, if the building is retained. At a minimum, the roof needs to be replaced to prevent further leaking, exterior painted, and windows replaced. The building should no longer remain on Olive Blvd in its current condition.

There are three options City Council may consider regarding the building and future use of the property, in addition to any suggestions members may have:

1. Allocate City funds to renovate the building to be in a "stable" condition until site is redeveloped: Rough estimate based on similarly sized projects: \$35,000 - \$45,000. Timeframe for completion: 6 months after contract award. Funds not budgeted.
2. Demolish the building. Rough estimate based on demolition costs for similarly sized buildings: \$15,000-\$20,000. Timeframe for completion: 2 months after contract award. Funds not budgeted.
3. Do nothing; re-issue the Request for Proposal and place decision regarding building on developer. Sell property to selected developer. No estimate on cost to the City or timeframe.

## ATTACHMENT A: PROPERTY ACTIVITY

### Community Visioning Efforts for the Property

In the fall of 2014, the Department of Community Development began a community engagement process to help identify preferred uses for the site. Three interactive charrettes were held with the public and modeled after a national demonstration tool called "Better Block" (<http://betterblock.org>). Over 200 people attended these events that were held over a 10 month timeframe.

University City residents and community partners including the Chamber of Commerce, University City in Bloom (UCIB), Parks Commission, Arts & Letters Commission, Youth Commission, and Washington University's Sam Fox School of Design & Visual Arts identified several potential uses for the site through the engagement process. A preference to retain the building was expressed with a desire to renovate and reuse the structure for a coffee shop, tea room, gathering space for youth, art gallery, or incubator space. The vacant portions of the property were envisioned as a community garden, sculpture park, skate park, skate rink, playground, or performance stage.

Based on a community desire to retain the building, the City engaged an architect to determine the feasibility and cost estimate of renovation. The architect concluded that the building could be renovated to comply with ADA, meet all floodplain regulations and retain the building's historical character. Preliminary cost estimates for the options ranged from \$275,000 - \$350,000. This information was helpful to a later process, preparation and evaluation of redevelopment proposals.

On a temporary basis, five sculptures were installed on the vacant part of the site to help beautify and draw interest to the area. The sculptures also helped the community to visualize the site as a sculpture park.

In March 2016, the City conducted a survey regarding the future use of the building and property. A majority of the survey respondents (285) wanted to see the building renovated for a café, gallery, etc. Respondents overwhelmingly wanted to see the land preserved for open space, community gardens, etc.





## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017  
**AGENDA ITEM TITLE:** Information Technology Support Contract  
**AGENDA SECTION:** City Manager's Report

**CAN THIS ITEM BE RESCHEDULED? :** No

**BACKGROUND REVIEW:** In addition to IT Coordinator, the City has contracted with Tech Electronics to perform network engineering services when needed, and this firm also supports the City's telephone system. In the past few years the City expanded the contract to include all levels of technology support. This work has been at the level of approximately 40 hours per week. The following is the listing of the services provide to the City.

**Tier 1 – Help Desk and PC Implementation and Support (80%)** – This work involves assuring personal computers, printers and other devices are functioning properly; tracking assets such as personal computers and laptops; installing and assisting with organizational specific applications; and troubleshooting problems as they arise.

**Tier 2 – Infrastructure Implementation and Support (15%)** – This work involves insuring the network infrastructure such as switches, routers, wireless devices, cabling, firewalls and remote access or VPN technologies are working properly; servers and data storage are functioning properly and optimally; backups are working properly and stored off-site; email and database infrastructure is operating properly; and implement new technologies as directed and educate employees on the new technologies.

**Tier 3 – Strategic Technology (5%)** – This work provides high level administrative work to coordinate and direct projects, develop and document policies and procedures, perform audits of IT hardware to insure control of assets, maintain licensing, develop network security plans, test and maintain data backup strategy. Work also includes strategy and design for server provision and to research evolving technology to assist the organization in taking advantage of new efficiencies and/or cost savings.

In 2016, City Council awarded the three year agreement for this service to Tech Electronics at the rate of \$83,208.00 per year.

**RECOMMENDATION:** Staff recommends extending the contract for one more year, with an option of 30 day notice in writing to cancel the agreement.

# Contract to Renew Information Technology (IT) Services September 1, 2017 – August 31, 2018

The CITY agrees to compensate TE for professional services rendered under this Agreement for the contract price as specified below:

- \$83,208.00 per year for (1) Full-Time Placement Employee (40) hours per week\*\*
- \$74.00 per hour for additional IT support”(as needed)”

The designated representatives of CITY and TE are as follows:

City of University City Michael Carlin 6801 Delmar Boulevard University City, MO 63130 Phone: 314-505-8616 <a href="mailto:mcarlin@ucitymo.org">mcarlin@ucitymo.org</a>	Tech Electronics, Inc. Safija Perotti 6437 Manchester Avenue Saint Louis, MO 63139 Phone: 314-951-7714 <a href="mailto:Safija.perotti@techelectronics.com">Safija.perotti@techelectronics.com</a>
--	--

**CITY OF UNIVERSITY CITY, MISSOURI**

**TECH ELECTRONICS, INC.**

\_\_\_\_\_  
 Charles Adams

\_\_\_\_\_  
 Safija Perotti Date

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Headquarters Acceptance Date

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Title

\*\*The CITY will provide, in writing, a 30 day notice requesting to cancel agreement.



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Map Amendment – rezone 1351 North Hanley Road from “PA” – Public Activity District to “HR” – High Density Residential District (PC 17-06 Screaming Eagle Development, LLC c/o Matthew Masiel, Principal)

**AGENDA SECTION:** Unfinished Business

**COUNCIL ACTION:** Passage of Ordinance required for Approval

**CAN THIS ITEM BE RESCHEDULED? :** No

**BACKGROUND REVIEW:** The Plan Commission recommended approval of the proposed Map Amendment at their July 26, 2017 meeting. This agenda item requires a public hearing at the City Council level and consideration for the passage of an ordinance. The first reading and public hearing should take place on August 14, 2017. The second and third readings and passage of the ordinance could occur at the subsequent September 11, 2017 meeting.

**Attachments:**

- 1: Transmittal Letter from Plan Commission
- 2: Staff Report
3. Draft Ordinance and Exhibits

**RECOMMENDATION:** Approval



ATTACHMENT 1:  
Transmittal letter from Plan Commission



**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

July 27, 2017

Ms. LaRette Reese, Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Zoning Map Amendment – 1351 North Hanley Road (PC 17-06)

Dear Ms. Reese,

At its regular meeting on July 26, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130, the City Plan Commission considered the application by Matthew Masiel with Screaming Eagle Development, LLC to rezone 1351 North Hanley Road from “PA” – Public Activity District to “HR” – High Density Residential District.

By a vote of 6 to 0, the Plan Commission recommended approval of said Map Amendment to the University City Official Zoning Map.

Sincerely,

Cirri Moran, Chairperson  
University City Plan Commission



ATTACHMENT 2:  
Staff Report



**Department of Community Development**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

**STAFF REPORT**

MEETING DATE: July 26, 2017

FILE NUMBER: PC 17-06

COUNCIL DISTRICT: 3

Location: 1351 N. Hanley Road (Former Nathaniel Hawthorne Elementary School), north side of Carleton Ave.

Applicant: Screaming Eagle Development, LLC

Property Owner: The School District of University City

Request: Zoning Map Amendment (Rezoning) from "PA"-Public Activity District to "HR"-High Density Residential District

**COMPREHENSIVE PLAN CONFORMANCE**

Yes       No       No reference

**STAFF RECOMMENDATION**

Approval       Approval with Conditions in Attachment       Denial

**ATTACHMENTS:**

A. Map                      B. Application Documents                      C. Site Plan

Existing Zoning: "PA"-Public Activity District  
 Existing Land Use: Former elementary school – currently vacant  
 Proposed Zoning: "HR"-High Density Residential District  
 Proposed Land Use: Multi-Family Residential

Surrounding Zoning and Land Use:

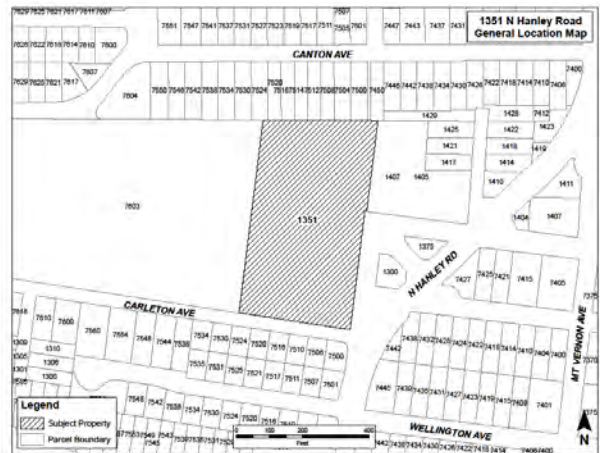
North: SR-Single-Family Residential District	Single-Family residences
East: PA-Public Activity District	Church
South: SR-Single-Family Residential District	Single-Family residences
West: PA-Public Activity District	Municipal park (Millar Park)

**Existing Property**

The subject property is approximately 5.07 acres in area and occupied by a vacant three-story former elementary school of approximately 54,840 square feet. The former Nathaniel Hawthorne Elementary School, constructed in 1930 with subsequent building additions between 1930 and 1950, is located in the middle section of the site. An existing parking lot of

37 spaces is adjacent to the south side of the building. An existing bi-directional curb-cut is located on Carleton Ave. at the southwest corner of the site.

At their meeting on July 20, 2017, the University City Historic Preservation Commission endorsed the nomination of the existing school building to be placed on the National Register of Historic Places.



### Applicant's Request

The current request is for a Map Amendment (Rezoning) from "PA"-Public Activity District to "HR"-High Density Residential District. Although not required for a rezoning request, a site plan was submitted by the applicant voluntarily, indicating the proposed conversion of the existing vacant school building into a multi-family residential use of 37 one- and two-bedroom apartment units. An additional 10-unit attached townhouse complex with a parking area of 15 spaces is proposed to be added to the northern portion of the site. There is no change to the location of the existing curb-cut. Walking trails are also proposed to be provided on-site to connect to those in the adjoining Millar Park.

### Process – Required City Approvals

Plan Commission. Section 400.3180 of the Zoning Code requires that Map Amendment applications be reviewed by Plan Commission after receipt of staff review report. The Plan Commission shall report a recommendation to the City Council for their consideration.

City Council. Sections 400.3190 and 400.3200 of the Zoning Code require that a public hearing be held by the City Council before making a final decision, subsequent to receiving a recommendation from Plan Commission.

### Analysis

At issue is the appropriateness of rezoning the subject property from "PA"-Public Activity District to "HR"-High Density Residential District, rather than consideration of a specific land use or site design as shown on the site plan submitted voluntarily submitted by the applicant.

Probably due to the presence of the elementary school then, the proposed land use map in the 2005 Comprehensive Plan Update depicts the subject property as "institution" use, sandwiched between another "institution" use (currently a church) to the east and "Park, Recreation, and Open Space" use (currently Millar Park) to the west. The map also depicts the adjacent properties to the north and south as "single-family residential". Given the school is no longer in use; the site's frontage on North Hanley Road, a major north-south County arterial roadway; and the surrounding single-family residential, institutional, and park uses; a residential zoning classification such as for high density, rather than "PA" District only, could also be considered.

The purpose of the "HR" district is to *protect and conserve areas of predominantly multi-family apartments, built at relatively high densities, and provide for the construction of new*

*high density residential developments commonly referred to as town house apartments, garden apartments, and elevator apartment buildings.*” In staff’s opinion, the proposed “HR” District would be appropriate at this location and would provide a reasonable transition between the abutting “SR” District and “PA” District.

If this rezoning request is approved, any future site design and development of the property for permitted uses such as multi-family residential will be subject to subsequent site plan review and approval process, and compliance with City regulations e.g. density, landscaping, setbacks, and buffers to ensure compatibility with the adjacent single-family/park/church uses.

**Conclusion/Recommendation**

Based on the preceding considerations, staff is of the opinion that the requested rezoning is appropriate and reasonable, and would not create a detrimental impact on the surrounding area. Thus, staff recommends approval of the Zoning Map Amendment from “PA”-Public Activity District to “HR”-High Density Residential District.



ATTACHMENT "A"

**ZONING & LAND USE**  
1351 N Hanley Road  
and surrounding area



**ZONING: SR**  
Single-Family Residential

**ZONING: PA**  
Millar Park

**1351**  
Vacant School



**ZONING: PA**  
Church

**ZONING: SR**  
Single-Family Residential





**ZONING: SR**  
Single-Family Residential

Church

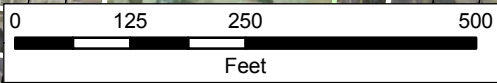
**Legend**

-  Subject Property
-  Parcel Boundary

**Zoning Districts**

-  GC-General Commercial
-  MR-Medium Density Residential
-  PA-Public Activity
-  SR-Single Family Residential

Prepared by: University City Dept. of Community Development Staff - July, 2017;  
Data Source: St. Louis County Department of Revenue, GIS Datasets 2016;







**Department of Community Development**  
6801 Delmar Boulevard University City, Missouri 63130 [314-505-8500

## **APPLICATION FOR ZONING MAP AMENDMENT**

### **General Information**

Article XIV of the Zoning Code describes the zoning amendment process. The zoning code is accessible through the City's website at [www.ucitymo.org>government>citycode/charter](http://www.ucitymo.org>government>citycode/charter). An application for map amendment may be submitted by the City Council, Plan Commission, Board of Adjustment or any person with financial, contractual or proprietary interest in the property to be considered for the amendment.

### **Submission Requirements**

At least 30 days prior to a Plan Commission meeting, this application, a \$200 fee and the following shall be submitted to the Department of Community Development:

1. Legal description of property
2. Scaled map of the property, clearly showing the boundaries of property; its current and proposed zoning district classification; and the current zoning classification of adjacent property.

### **City Staff and Plan Commission Review**

Once an application has been deemed complete, an analysis by City staff will be conducted and a staff report developed. The application and staff report will then be submitted to Plan Commission for consideration at the next possible meeting. This group generally meets on the 4<sup>th</sup> Wednesday of the month. Plan Commission will vote on the application and report its recommendation to City Council.

### **Public Hearing and Notification**

After Plan Commission action, a public hearing will be scheduled for the next possible City Council meeting. Notice of the hearing must be provided 15 days in advance of the hearing date. Property owners within 200' of the subject area will be notified of the proposed zoning change.

### **City Council Action**

After holding a public hearing, City Council will make a decision on the application. Amendments to the Zoning Code are presented in the form of an ordinance and require three readings in two separate meetings. The bill (ordinance) is introduced at one City Council meeting, and has a second and third reading at a subsequent City Council meeting. City Council generally meets on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month.

1. Address/Location/Site of Building  
 NATHANIEL HAWTHORNE ELEMENTARY SCHOOL  
 1351 N. HANLEY ROAD, UNIVERSITY CITY MO 63130
2. Applicant Name, Address, and Daytime Telephone Number:  
 SCREAMING EAGLE DEVELOPMENT, LLC  
 MATTHEW MASIEL, PRINCIPAL  
 7777 BONHOMME AVE. SUITE 2010, ST. LOUIS MO 63105 314-920-9051
3. Applicant's Interest in Property:  Owner  Tenant  Under contract to purchase  
 Under contract to lease  Other

**If applicant is not owner, attach a letter from the property owner authorizing the application for Map Amendment. The letter must include name, address, and daytime phone number of owner.**

4. Current Zoning District:  SR  LR  MR  HR  HRO  
 LC  GC  CC  IC  PA  PD
5. Proposed Zoning District:  SR  LR  MR  HR  HRO  
 LC  GC  CC  IC  PA  PD

6. Proposed Use of Property:  
 MULTI-FAMILY RESIDENTIAL.  
 CONVERSION OF EXISTING SCHOOL BUILDING TO 37 MARKET RATE APARTMENTS.  
 NEW CONSTRUCTION OF 10 MARKET RATE TOWNHOME UNITS.  
 COMMON AREA AND EXTERIOR AMENITIES FOR RESIDENT USE.
7. Describe existing premises and property description:  
 VACANT ELEMENTARY SCHOOL. EXISTING SCHOOL BUILDING AND SURROUNDING SITE ELEMENTS ARE IN NEED OF REPAIR.

The undersigned hereby makes application for a Zoning Map Amendment and requests authorization of the City Council to proceed with the activities described in this application. The applicant certifies that the information contained in the application is accurate.

Date *Matthew P. Masiel* Applicant's Printed Name and Title  
 Matthew P. Masiel, Principal  
 Screaming Eagle Development, LLC  
 June 29, 2017 Applicant's Signature

FOR OFFICE USE ONLY

Date First Received: Received by:  
 Amendments Received (if applicable): Received by:  
 Application Fee Received:



July 7, 2017

University City Planning Commission  
6801 Delmar Boulevard  
University City, MO 63130

Dear Planning Commission:

Please see included here the legal description for Nathaniel Hawthorne Elementary School located at 1351 North Hanley Road, University City, St. Louis, MO 63130:

NW 1/4 of Section 3, Township 45 North, Range 6 East,  
University City Designation 16J111357 11 16 82

Regards,

Chuck Reitzel, AIA, NCARB, LEED AP  
Vice President





**ATTACHMENT 3:  
Draft Ordinance and Exhibits**

INTRODUCED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BILL NO. 9321

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT 1351 NORTH HANLEY ROAD FROM "PA" – PUBLIC ACTIVITY DISTRICT TO "HR" HIGH DENSITY RESIDENTIAL DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.

WHEREAS, Chapter 400 of the University City Municipal Code divides the City in to several zoning districts, and regulates the character of buildings which may be erected in each of said districts, and the uses to which the buildings and premises located therein may be put; and

WHEREAS, the City Plan Commission examined a request (PC 17-06) from Screaming Eagle Development, LLC (c/o Matthew Masiel, Principal) for an amendment of the Official Zoning Map of the City to change the classification of the property located within the city limits of University City at 1351 North Hanley Road from Public Activity District ("PA") to High Density Residential District ("HR"); and

WHEREAS, the City Plan Commission, in a meeting at the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130 on July 26, 2017, considered said request for map amendment and recommended to the City Council that it be enacted into an ordinance; and

WHEREAS, due notice of a public hearing to be held by the City Council in the City Council Chambers at City Hall at 6:30 p.m., on August 14, 2017, was duly published in the St. Louis Countian, a newspaper of general circulation within said City on July 30, 2017; and

WHEREAS, said public hearing was held at the time and place specified in said notice, and all suggestions or objections concerning said amendment of the Official Zoning Map of the City were duly heard and considered by the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:

Section 1. Chapter 400 of the University City Municipal Code, relating to zoning, is hereby amended by repealing the Official Zoning Map illustrating the zoning districts

established pursuant to Section 400.070 thereof, and enacting in lieu thereof a new Official Zoning Map, thereby amending the Official Zoning Map so as to change the classification of the property located within the city limits of University City at 1351 North Hanley Road from Public Activity District ("PA") to High Density Residential District ("HR").

Section 2. Said property at 1351 North Hanley Road, totaling 4.78 acres, are more fully described with legal descriptions, attached hereto, marked Exhibit "A" and made a part hereof.

The above described tract having a St. Louis County locator number of:  
1351 North Hanley Road 17J431272

Section 3. The new Official Zoning Map of the City is attached hereto, marked Exhibit "B", and incorporated herein by this reference thereto.

Section 4. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty incurred by the violation of Chapter 400, nor bar the prosecution of any such violation.

Section 5. Any person, firm, or corporation violating any of the provisions of this ordinance shall, upon conviction thereof, be subject to the penalties provided in Chapter 400, Article 9, Division 5 of the University City Municipal Code.

Section 6. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
INTERIM CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

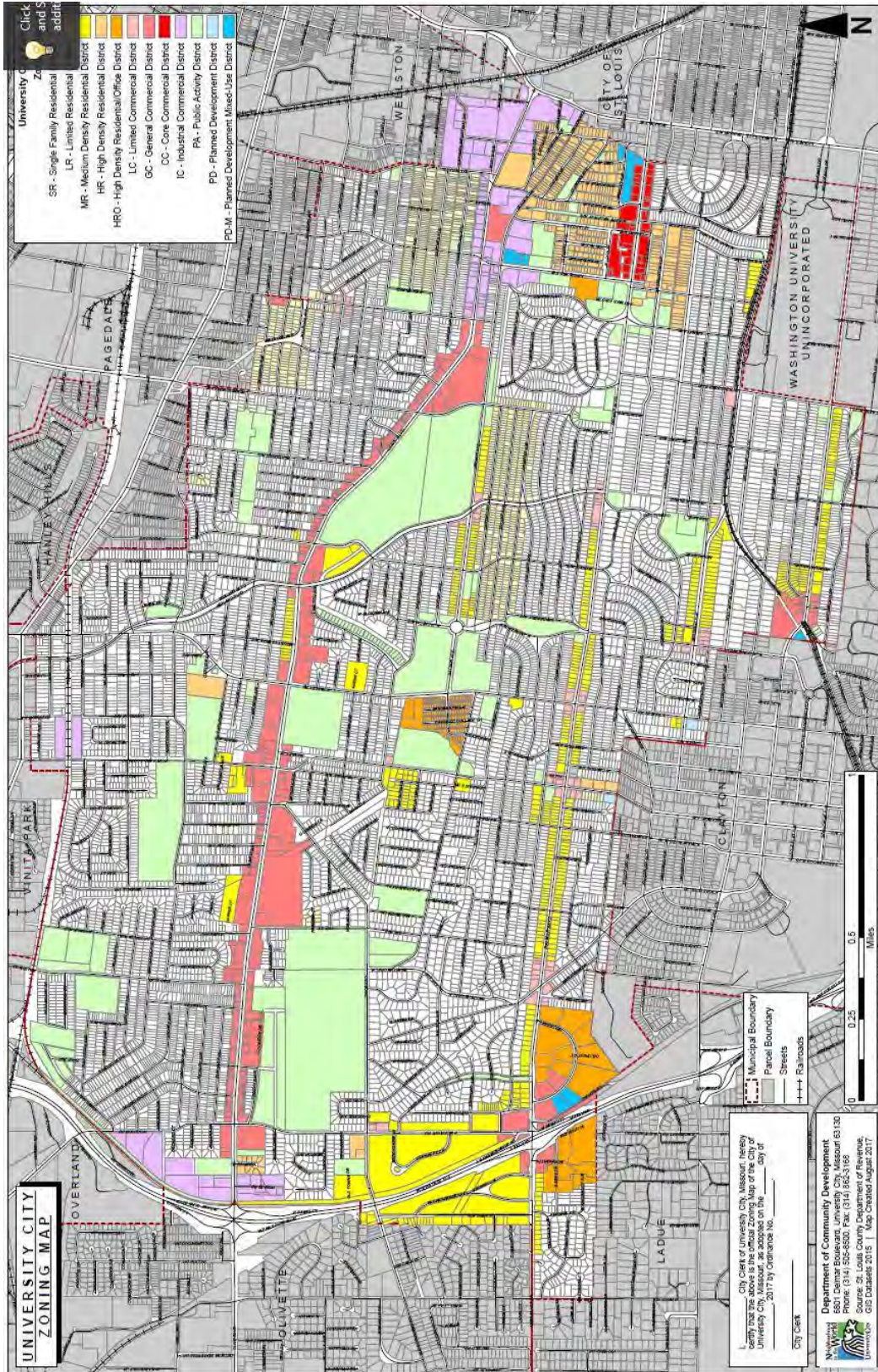
**EXHIBIT A – LEGAL DESCRIPTION FOR REZONING – 1351 NORTH HANLEY ROAD**

1351North Hanley Road – Parcel 1. Being all of lots 21-22 and 23 and part of lot 24, of Mount Olive in Township 45 North, Range 6 East of St. Louis County, Missouri, bounded as follows: On the North by Township line, on the East by the West line of the Hanley Road, 60 feet wide, and property of W.P. Morgan, on the south by the North line of Walton Avenue now Carleton Avenue, 40 feet wide, and on the West line by the East line of Spring Avenue, 40 feet wide, containing exactly 16.973 acres as per the survey on the 16th day of July, 1929 by the Elbring Surveying Company. EXCEPTING THEREFROM the unimproved Real Estate lying, being and situated in the said City of University City and State of Missouri to witt, 12.193 acres being Lots 22, 23 and part of Mount Olive in Township 45 North, Range 6 East, St. Louis County, Missouri, bounded on the South by the North line of Carleton Avenue, 40 feet wide on the West by the East line of Spring Avenue 40 feet wide, on the North by the Township line and on the East by the dividing line between Lots 21 and 22 of Mount Olive. The total area of the site is 4.78 acres.

DRAFT



# EXHIBIT B





## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Amended Final Development Plan for proposed redevelopment – 8348 and 8350 Delcrest Drive (Crown Center for Senior Living) – PC 17-07 Rosemann & Assoc.

**AGENDA SECTION:** Unfinished Business

**COUNCIL ACTION:** Passage of Ordinance required for Approval

**CAN THIS ITEM BE RESCHEDULED? :** Yes

**BACKGROUND REVIEW:** The Plan Commission considered and recommended approval of the proposed Amended Final Development Plan with conditions for the redevelopment of the existing multi-family senior housing development at their July 26, 2017 meeting by a vote of 6 to 0. The current "PD-M" Planned Development Mixed-Use District zoning of the site remains unchanged.

This agenda item requires a public hearing at the City Council level and consideration for the passage of an ordinance. The first reading and public hearing should take place on August 14, 2017. The second and third readings and passage of the ordinance could occur at the subsequent September 11, 2017 meeting.

**Attachments:**

- 1: Transmittal Letter from Plan Commission with recommended conditions
- 2: Staff Report with attachments (including application documents and site plan)
3. Draft Ordinance and Exhibits

**RECOMMENDATION:** Withdraw Bill 8322

**WITHDRAWN**



ATTACHMENT 1:  
Transmittal letter from Plan Commission

**WITHDRAWN**



**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

July 27, 2017

Ms. LaRette Reese  
Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Amended Final Development Plan for proposed redevelopment – 8348 and 8350  
Delcrest Drive (Crown Center for Senior Living) – PC 17-07

Dear Ms. Reese,

At its regular meeting on July 26, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, the University City Plan Commission considered the application by Rosemann & Assoc for amendment to the Final Development Plan in an existing "PD-M" Planned Development – Mixed-Use District for a proposed redevelopment of the existing multi-family senior housing development.

By a vote of 6 to 0, the Plan Commission recommended approval of the application subject to the conditions in Attachment A.

Sincerely,

A handwritten signature in black ink, appearing to read "Cirri Moran". The signature is fluid and cursive.

Cirri Moran, Chairperson  
University City Plan Commission

## ATTACHMENT A: CONDITIONS

1. Permitted uses shall be limited to a multi-family residential development for senior living with associated accessory uses including but not limited to offices related to the operation of the facility, a café and dining area, a demonstration kitchen, a fitness area, and an outdoor gardening area which may be open to the public. The hours in which the café is open to the public shall be limited to 6:00 am to 10:00 pm. Any change to the hours of operation shall require written approval from the Department of Community Development.
2. The existing building height, number of stories, mass, floor area ratio, and setbacks shall be maintained as depicted in the preliminary development plan and not be exceeded.
3. The total number of residential units shall not exceed 238.
4. Parking and drive aisle layout shall be as generally depicted on the Preliminary Development Plan. A minimum of 131 off-street parking and garage spaces shall be maintained. The location of the proposed curb-cut for ingress/egress shall be as approved by the Department of Public Works and Parks.
5. Along the north property limits, Department of Community Development staff shall seek a landscape plan from the developer that provides a visual screening from the adjacent service drive with a combination of evergreen and deciduous trees.
6. A final landscape plan shall be submitted to the Department of Community Development for its review and approval, in conjunction with a review by the City Forester. Said plan shall be submitted prior to the submittal of a demolition/building permit. Landscaping shall be installed and maintained in accordance with the approved plan.
7. Any proposed signage shall be in strict compliance with the Sign Regulations set forth in Article 8 of the Zoning Code.
8. Lighting of all exterior areas shall comply with the requirements of Section 34-93.7 of the Zoning Code, and shall be designed to be compatible with surrounding areas by shading to direct light downward and away from abutting uses.
9. All work in the public right-of-way shall be located, constructed, and maintained as approved by the Department of Public Works and Parks.
10. A detailed construction traffic control and parking plan should be submitted to the Department of Community Development for approval, in conjunction with review

by the Department of Public Works and Parks. Said plan shall set forth details pertaining to worker and resident parking during all phases of the proposed construction. It shall further detail solutions to public property maintenance issues such as street cleaning and traffic diversion. Said plan shall be finalized prior to the issuance of a building permit. It shall be the applicant's responsibility to obtain those approvals in written form in a timely manner prior to issuance of the building permit.

11. Approval of the Amended Final Development Plan must be obtained by City Council.
12. Except as noted herein, other codes and regulations of the City of University City shall apply.
13. Address the comments from the Department of Public Works and Parks (Attachment B of staff report - memorandum of July 11, 2017)

**WITHDRAWN**

ATTACHMENT 2:  
Staff Report

**WITHDRAWN**



**Department of Community Development**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

**STAFF REPORT**

MEETING DATE: July 26, 2017

FILE NUMBER: 17-07

COUNCIL DISTRICT: 1

Applicant: John Cahill with Rosemann and Associates, on behalf of Council Apartments, LLC (property owner)

Location: 8348-8350 Delcrest Drive

Request: Amendment to Final Development Plan

Existing Zoning: PD-M Planned Development Mixed Use District  
Existing Land Use: Senior living facility (multi-family residential) with associated offices and accessory uses

Proposed Land Use: Construction of two four-story senior living facilities (multi-family residential)

**Surrounding Zoning and Land Use**

North:	GC-General Commercial District	Commercial
East:	GC-General Commercial District	Commercial
South:	HRO-High Density Residential/Office District	Multi-family residential
West:	GC-General Commercial District	Private road and Interstate 170

**COMPREHENSIVE PLAN CONFORMANCE**

Yes     No     No reference

**STAFF RECOMMENDATION**

Approval     Approval with Conditions (Attachment A)     Denial

**ATTACHMENTS**

- A. Conditions of Approval
- B. Department Comments
- C. Maps
- D. Application Documents
- E. Amendment to Final Development Plan

**Subject Property – Zoning and Land Use**

The subject property includes two parcels approximately 2.79 acres in total area. The subject property is located on the west side of Delcrest Drive, approximately 350 feet south of Delmar Boulevard. The subject property consists of two buildings. The northern building, constructed in 1967, is 10 stories in height and the southern building, constructed in 1995, is 8 stories. The buildings are connected by a one-story corridor.

Off-street parking is provided to the north, west, and south of the buildings including 134 total parking spaces. Access to the subject property from Delcrest Drive is currently provided by two curb cuts, located at the north and south ends of the off-street parking areas.

The buildings are currently used as a multi-family residential facility for senior living. The complex also includes accessory uses such as a cafeteria, fitness facility, gardening areas, offices associated with the operation of the facility, and other activity areas and meeting rooms.

The subject property is zoned PD-M – Planned Development Mixed Use.

### **Surrounding Zoning and Land Use**

The property to the north is zoned GC – General Commercial District and consists of two commercial buildings. The southernmost building is a five-story mixed commercial building. The building to the north is a one-story retail building. The property to the east/northeast is zoned GC – General Commercial District and is a retail building with drive-thru facilities (Walgreens); a preschool/daycare facility is located to the east. The property to the south is zoned HRO – High Density Residential/Office District and is a 200-unit multi-family development. To the west is a public bicycle/pedestrian trail, a private road providing access between Delmar Boulevard and the Schnuck's shopping center to the southwest, and Interstate 170.

### **Background**

#### University City Comprehensive Plan

In Chapter 3 of the Comprehensive Plan Update of 2005 under "Housing", as an implementation action, it states, *"Encourage new housing development that is mixed-use and supports pedestrian oriented activities. Encourage planned housing developments to integrate different types, densities and income levels."* It goes on further to state, *"Ensure flexibility in land use regulations so that a variety of developments are more feasible. Ensure that the Zoning Code permits mixed-use activities and amenities. For example, review the parking requirements and investigate the possibility of parking credits if located near commercial or employment activities, on-street parking, or transit stations (such as the proposed MetroLink stations); review design elements to ensure flexible development standards for creating various positive attributes of mixed-use housing such as open spaces; allow flexibility in lot sizes; review the possibility of allowing additional non-residential uses in planned residential developments."*

Also in same Chapter 3 under "Land Use and Redevelopment," as a general policy, it states, *"The City will strongly support development(s) that promote desirable planning concepts such as neighborhood-serving, mixed uses...and enhance the pedestrian character of the City."*

The University City Comprehensive Plan Update of 2005 Proposed Land Use Map shows the subject property as mixed-use / transit oriented development.

#### Conditional Use Permit

The subject property is currently operating under a Conditional Use Permit that was approved in 1991 to allow for the construction of the southern building to be integrated with the existing building to the north and that the facility would operate as a senior living facility. The original proposal was for 262 units with a floor area ratio of 1.45 and 124 off-street parking spaces. However, the development was completed with 244 units and a floor area ratio of 1.34.

#### Zoning Variance



A variance to allow a reduction in the width of the required landscape buffer between the proposed parking and public right-of-way along Delcrest Drive was granted by the Board of Adjustment on October 21, 2013. The variance was approved to allow a five foot landscape buffer in lieu of the ten feet required per the Zoning Code.

#### PD – M – Planned Development Mixed Use

The property was rezoned to PD-M in 2013, and a preliminary and final development plan were approved for the property. The PD-M zoning designation as per Section 34-40.1 of the Zoning Code is “to provide a means of achieving greater flexibility in development of land in a manner not always possible in conventional zoning districts; to encourage a more imaginative and innovative design of projects; to promote a more desirable community environment; and to retain maximum control over both the design and future operation of the development.” The PD-M rezoning was sought because the facility proposed to allow a café and other accessory uses that would be open to residents and the general public. These uses were not allowed by the prior traditional zoning district regulations.

Planned Development Districts are attached to a parcel, and may only be developed in accordance with an approved development plan. The development plan approved in 2013 included renovations to the senior living facility, the addition of a ground floor café and substantial reconfiguration of the parking areas. There were no modifications to the upper floor residential areas or the number of units, density, height or mass.

#### **Applicant's Request**

##### Zoning and Land Use

The applicant is requesting an amendment to the approved development plan to allow for the reconstruction of 120 housing units on the existing site in two phases.

After concluding that the 1960s constructed multi-family complex (“Tallin Building”) was poorly designed, functionally obsolete and did not meet modern standards and codes, the developers explored several options for the building. It was determined that renovating the existing structure was extremely cost prohibitive, problematic, and limiting. New construction is being pursued.

The Tallin Building is currently fully occupied. In order to serve the needs of those occupants, as well as future occupants, the Phase 1 construction includes a new 4-story 64 unit building with 1-bedroom/1-bath units and several 2-bedroom/1 bath units. The building will be constructed over a 31-space podium parking garage. The proposed siting of the new building is immediately north of the Tallin Building, and 10 feet south of the northern property line. During construction, it is planned for the Tallin Building to remain occupied to avoid the extended off-site relocation of existing residents.

After Phase 1 is complete, the residents of the Tallin Building will be relocated to the new facility and the Tallin Building demolished. Phase 2 proposes the construction of a 4-story 56-unit building with 1-bedroom/1-bath units and several 2-bedroom/1 bath units. This building would include connecting corridors, expanded amenity spaces for residents, and new management and administrative offices. It will be constructed over a 28-space podium parking garage.

The proposal represents significant changes to the development plan approved in 2013. Therefore, a plan amendment process is required. In addition to the demolition of the Tallin



Building and construction of two new four story buildings, some of the off-street parking areas will be reconfigured. Specifically, the remaining surface area once the Tallin Building is demolished will be converted to surface parking. Much of the surface parking to the east will remain, except for those to be removed to accommodate a new curb cut. This curb cut, sited approximately 80' south of the northern property line, will replace the existing to be removed northern curb cut.

The proposed additions, modifications and reconfiguration of the parking areas will result in 131 spaces. The proposed modifications will also require new landscape buffers, one along the northern property line and the other along the eastern property line adjacent to Delcrest Drive. A preliminary landscape plan will be submitted to the Director of Community Development.

## **Analysis**

### Zoning

**Section 400.890. Amendments to Final Development Plan** requires that all proposed changes in use, or rearrangement of lots, blocks and building tracts in the provision of common open spaces, and changes which would cause any of the situations listed under Subsection (A) of this Section shall be subject to approval of City Council. The changes proposed will cause a change in the record plat, which is listed in the reference Subsection (A) and therefore an amendment is required.

In analyzing this request, it is important to note that the PD-M zoning designation allows flexibility to create developments that adapt better to site conditions and the relation to surrounding properties that are otherwise not possible under traditional district regulations, thus resulting in developments that are more compatible and consistent with surrounding neighborhoods.

### Uses

There are no changes proposed to the uses.

### Density and Dimensional Regulations

The number of residential units will decrease from 126 to 120 with the Phase 1 and Phase 2 new construction. The total number of units, including those in the Weinberg building, will be 238. The building height for the new construction is 4 stories, as compared to the existing 8 story building. The massing increased with a third building proposed. It is staff's option that the density and massing proposed are appropriate.

The proposed open space of .78 is acceptable for such developments.

The northern setback is 10' from the property line on the north and west sides. The southern setbacks vary but are approximately 35' and the eastern setbacks vary from 25' to approximately 40'. The applicant indicates that site limitations and challenges with constructing a new building around an existing building require that the buildings be sited 10 feet from the north and west property lines.

Setbacks are designed to provide physical separation, transition and buffering between uses and developments. Buffering regulations in planned districts are set forth in Section 400.780. Density and Dimensional Regulations and Performance Standards. PD-M developments are to consider buffering regulations established for PD-R and PD-C regulations. The perimeter buffering for PD-R is 30' from a commercial use or district, and 50' for a PD-C when adjacent

to a residential area. Where there is a conflict in meeting these regulations, the applicant shall set forth the reason(s) the regulations cannot be met and propose a resolution. The resolution shall be pursuant to a staff recommendation or as set forth by Plan Commission.

As it relates to this application, the proposal cannot meet the buffering requirements on the north and west property lines and it is staff's opinion that these setbacks are inadequate.

The developer could continue to explore options to acquire property to the north, decrease the width of the buildings, shift the Phase 2 buildings to the south or some other resolution.

#### Access and Circulation

The proposed changes to the access and circulation will relocate a curb cut onto Delcrest Drive. Interior 90-degree parking will be provided to serve the surrounding buildings. A two way drive aisle is proposed for these areas. It is staff's opinion that the proposed changes to access and circulation are acceptable.

#### Landscaping

A preliminary landscape plan has been submitted and depicts minimal plantings. A final landscape plan must be provided and approved prior to submitting a demolition/building permit. The north and west property lines must depict areas to be planted with trees and shrubs as specified in the Zoning Code. It is staff's opinion that the proposed landscape buffers are inadequate.

#### Parking

The proposed modifications to the parking areas will result in a decrease in parking spaces, bringing the total number of spaces to 131. It is staff's opinion that since the current proposal slightly decreases the number of residential units that the proposed number of parking spaces is acceptable and will provide sufficient parking.

#### University City Comprehensive Plan

It is staff's opinion that the preliminary development plan is in conformance with the University City Comprehensive Plan Update of 2005. The 2005 Update encourages new housing development that is mixed-use support pedestrian oriented activities and recommends flexibility in land use regulations to allow for mixed-use activities. Also in Chapter 3 of the Comprehensive Plan Update of 2005, under Land Use and Redevelopment, as a general policy it states, "*The City will strongly support development(s) that promote desirable planning concepts such as neighborhood-serving, mixed uses and transit-oriented development and enhance the pedestrian character of the City.*" Thus, the proposed development is in conformance with the Proposed Land Use Map in the Comprehensive Plan Update of 2005.

#### **Conclusion/Recommendation**

Based on the preceding considerations, staff is of the opinion the requested Amended Final Development Plan is reasonable in terms of use, density, massing, site coverage and parking. Refinements are needed to address concerns with the setback requests and landscaping.

## ATTACHMENT A: CONDITIONS

1. The setbacks and buffering on the north and west property lines are inadequate. A resolution must be proposed and approved by Plan Commission, in order for a favorable recommendation to be forwarded to City Council. Said solution will be incorporated into the final approval documents.
2. Permitted uses shall be limited to a multi-family residential development for senior living with associated accessory uses including but not limited to offices related to the operation of the facility, a café and dining area, a demonstration kitchen, a fitness area, and an outdoor gardening area which may be open to the public. The hours in which the café is open to the public shall be limited to 6:00 am to 10:00 pm. Any change to the hours of operation shall require written approval from the Department of Community Development.
3. The existing building height, number of stories, mass, floor area ratio, and setbacks shall be maintained as depicted in the preliminary development plan and not be exceeded.
4. The total number of residential units shall not exceed 238.
5. Parking and drive aisle layout shall be as generally depicted on the Preliminary Development Plan. A minimum of 131 off-street parking and garage spaces shall be maintained. The location of the proposed curb-cut for ingress/egress shall be as approved by the Department of Public Works and Parks.
6. A final landscape plan shall be submitted to the Department of Community Development for its review and approval, in conjunction with a review by the City Forester. Said plan shall be submitted prior to the submittal of a demolition/building permit. Landscaping shall be installed and maintained in accordance with the approved plan.
7. Any proposed signage shall be in strict compliance with the Sign Regulations set forth in Article 8 of the Zoning Code.
8. Lighting of all exterior areas shall comply with the requirements of Section 34- 93.7 of the Zoning Code, and shall be designed to be compatible with surrounding areas by shading to direct light downward and away from abutting uses.
9. All work in the public right-of-way shall be located, constructed, and maintained as approved by the Department of Public Works and Parks.
10. A detailed construction traffic control and parking plan should be submitted to the Department of Community Development for approval, in conjunction with review by the Department of Public Works and Parks. Said plan shall set forth details pertaining to worker and resident parking during all phases of the proposed construction. It shall further detail solutions to public property maintenance issues such as street cleaning and traffic diversion. Said plan shall be finalized prior to the issuance of a building

permit. It shall be the applicant's responsibility to obtain those approvals in written form in a timely manner prior to issuance of the building permit.

11. Approval of the amended Final Development Plan must be obtained by City Council.
12. Except as noted herein, other codes and regulations of the City of University City shall apply.
13. Address the comments from the Department of Public Works and Parks (Attachment B - memorandum of July 11, 2017)

**WITHDRAWN**

PC 17-07

8348-8350 DELCREST DRIVE

ATTACHMENT B

**WITHDRAWN**





**Department of Public Works and Parks**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-0694

July 11, 2017

RE: Sketch Plan Review, Crown Centre Senior Living (8350 Delcrest )

Dear Mr. Lai:

We have reviewed the sketch plan for the proposed project. Below are our comments:

- Attached is the public works plan review checklist. Not all of the items are applicable but it is useful to refer to this checklist when completing the full set of plans.
- All pedestrian facilities must comply with the Americans with Disabilities Act.
- We have a planned raised crossed walk for Crown Centre on Delcrest, but will hold off on construction until we hear more on the development
- Provide photo metrics for, parking lot, and along the public right-of-way if this will apply.
- If work will occur in the Right-Of-Way, a traffic control plan is required.
- If a sidewalk closure will be necessary, provide a plan for re-routing.
- Provide a plan for trash and recycling collection based on the current layout of the containers.
- please provide area of land disturbed

Sincerely,

Errol Tate  
Senior Project Manager

## Raymond Lai

---

**From:** Errol Tate  
**Sent:** Tuesday, July 11, 2017 5:09 PM  
**To:** Raymond Lai  
**Cc:** Sinan Alpaslan  
**Subject:** RE: Interdepartmental Sketch Plan Meeting - Proposed Redevelopment of Crown Center for Senior Living  
**Attachments:** Plan Review Checklist - BLANK.pdf; July 11 2017- Letter to RL -8350 Delcrest Crown Centre.docx  
**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Ray here are our comments.

Thank you,  
Errol Tate, Senior Project Manager



**From:** Raymond Lai  
**Sent:** Monday, July 10, 2017 5:28 PM  
**To:** Errol Tate  
**Cc:** Sinan Alpaslan  
**Subject:** RE: Interdepartmental Sketch Plan Meeting - Proposed Redevelopment of Crown Center for Senior Living

Errol,  
Thanks for attending the meeting this morning. Since you did not have too many comments during the discussion, I wonder if you would mind providing PWP official review comments to me tomorrow. I hope to compile the collective departmental comments by end of tomorrow if possible, sooner than planned, given no major comments from City departments earlier. Please advise.  
Thanks,  
Ray



Raymond Lai, AICP

**A.**  
*Sketch Plan Meeting.* The sketch plan meeting is a required, but informal, procedure intended to benefit the prospective applicant by allowing for an exchange of ideas and information. No formal approval from the Zoning Administrator or other City staff is required prior to proceeding with the preliminary development plan stage. Prior to petitioning for a rezoning to one (1) of the planned development districts, the prospective applicant shall schedule a preapplication meeting with the Zoning Administrator. The Zoning Administrator may request that other City department representatives attend this meeting. At this meeting, the prospective applicant shall provide general information on the proposed development, including site location, existing site conditions, and a sketch plan of the proposed planned development. The Zoning Administrator shall report to the applicant the staff's evaluation of the sketch plan with respect to its compliance with the intent of the planned development regulations as soon as practical after the meeting. The Zoning Administrator shall also inform the prospective applicant of the required development standards and documentation submittal and procedural requirements, should the applicant decide to submit a formal rezoning petition.

**B.**  
*Contents Of Sketch Plan.* The information that should be included with the sketch plan are itemized in Section **405.230** "Preliminary Plat Submittal Requirements" University City Municipal Code. In addition to items listed in that Section, the following information shall be included as well:

- 1.** Building outlines (footprints) of all structures, except single-family detached dwellings proposed on subdivided lots;
- 2.** Circulation plan, including circulation drives and parking areas;
- 3.** Conceptual landscaping plan, open space/common areas and buffer areas between the proposed development and adjacent properties.

Thanks,  
Ray



**Raymond Lai, AICP**  
 Deputy Director of Community Development  
 Department of Community Development  
 City of University City, 6801 Delmar Boulevard  
 University City, MO 63130  
 P: 314.505.8502 | F: 314.862.3168 | [www.ucitymo.org](http://www.ucitymo.org)

\* *Click [Comprehensive Plan Update](#) To Learn More  
 About This New City-wide Planning Effort !*

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PC 17-07

8348-8350 DELCREST DRIVE

ATTACHMENT C

**WITHDRAWN**



**ZONING & LAND USE**  
8348-8350 Delcrest Drive  
and surrounding area

**ATTACHMENT C**

**ZONING: MR**  
Multi-Family Residential

**DELMAR BLVD**

**ZONING: GC**

Office Building/  
Restaurant

**ZONING: HRO**  
Multi-Family Residential

Daycare

**8350**

Senior High-Rise  
Housing

**848**

**DELCREST DR**

**ZONING: HRO**  
Multi-Family Residential

**I-170**

**LADUE**



**CLAYTON**

**WITHDRAWN**

**Legend**

- Parcel Boundary
- Subject Property

**Zoning Districts**

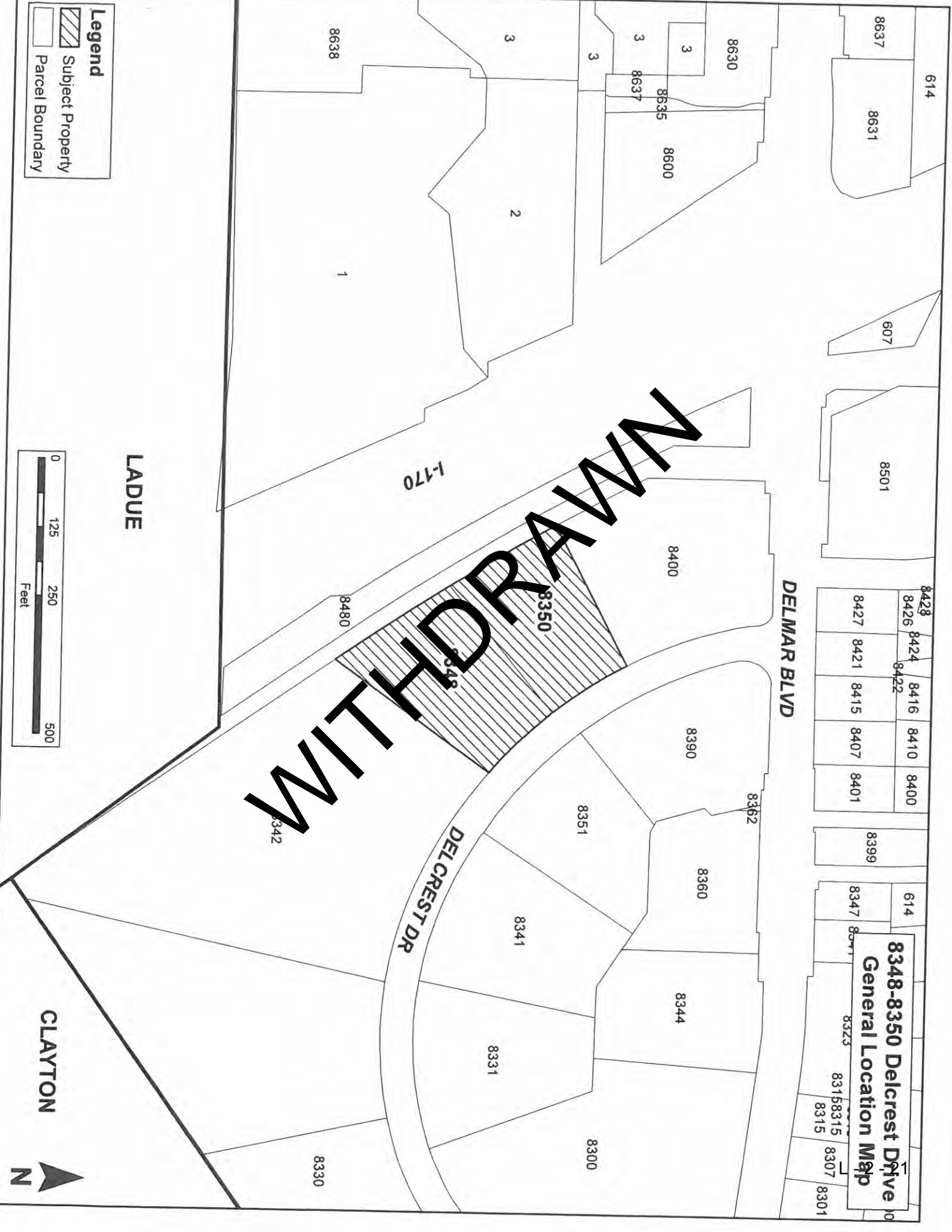
- SR-Single Family Residential
- MR-Medium Density Residential
- HRO-High Density Residential/Office
- GC-General Commercial
- PA-Public Activity
- PD-M-Planned Development Mixed-Use

Prepared by: University City Dept. of Community Development Staff - July, 2017.  
Data Source: St. Louis County Department of Revenue, GIS Datasets 2016.



**WITHDRAWN**

**8348-8350 Delcrest Drive  
General Location Map**



**Legend**  
Subject Property  
Parcel Boundary



PC 17-07

8348-8350 DELCREST DRIVE

ATTACHMENT D

**WITHDRAWN**



Department of Community Development  
6801 Delmar Boulevard University City, Missouri 63130 ☎314-505-8500

**APPLICATION FOR FINAL DEVELOPMENT PLAN AMENDMENT  
FOR EXISTING "PD" PLANNED DEVELOPMENT DISTRICTS**

1. Address/Location/Site

8350 Delcrest Dr.  
University City, Mo. 63124

2. Applicant Name, Address, and Daytime Telephone Number:

Rosemann & Associates, P.C. 314.678.1448  
168 Meramec Ave., Suite 200  
St. Louis, Mo. 63105

3. Applicant's Interest in Property: Owner Tenant Under contract to purchase  
Under contract to lease Other

See attached

4. Existing Planned District Zoning: PD-R (PD-M) PD-C PD-I  
Approval Date:

5. Describe the Approved Final Development Plan (Existing Situation):

*Crown Center consists of two mid-rise apartment buildings, the Weinberg and Tallin, which have a total of 243 units serving low-income senior residents. In addition, a single story community and activities building connects both buildings which also serves as the Crown Center administrative and management offices. The Weinberg building also contains a small cafe' which is open to the public as well as the residents. Parking consist of 131 surface parking spaces.*

6. Describe Proposed Amendment to the Final Development Plan, specifically noting:

- whether there is a change in the use or character of the development
- an increase in building or site coverage
- an increase in the intensity of use (i.e. number of dwelling units)
- an increase in vehicular traffic generation or significant changes in traffic access and circulation
- a reduction in approved open space or required buffer areas.

See attached narrative for proposed amendment to Final Development plan

1. Address/Location/Site  
**8350 Delcrest Dr.  
University City, Mo. 63124**

2. Applicant Name, Address, and Daytime Telephone Number:  
**Rosemann & Assoc.  
168 Meramec Ave., Suite 200  
St. Louis, Mo. 63105**

3. Applicant's Interest in Property:      Owner      Tenant      Under contract to purchase  
   Under contract to lease      Other

*See attached*

4. Existing Planned District Zoning: PD-R      **PD-M**      PD-C      PD-L  
Approval Date:

5. Describe the Approved Final Development Plan (Existing Situation):

*Crown Center consist of 2 mid-rise apartment buildings, the Weinberg and Tallin, which have a total of 243 units serving low-income senior residents. In addition, a single story community and activities building connects both buildings which also serves as the Crown Center administrative and management offices. The Weinberg building also contains a small cafe' which is open to the public as well as the residents. Parking consist of 31 surface parking spaces.*

6. Describe Proposed Amendment to the Final Development Plan, specifically noting:

- whether there is a change in the use or character of the development
- an increase in building or site coverage
- an increase in the intensity of use (i.e. number of dwelling units)
- an increase in vehicular traffic generation or significant changes in traffic access and circulation
- a reduction in approved open space or required buffer areas.

*See attached narrative for proposed amendment to Final Development plan*

**WITHDRAWN**



July 14, 2017

Mr. Raymond Lai  
City of University City  
Department of Community Development  
6801 Delmar Boulevard  
University City, Missouri 63130

8350 Delcrest Drive  
Saint Louis, Missouri  
63124-2166

(314) 991-2055  
www.crowncenterstl.org

Re: Crown Center for Senior Living – redevelopment of the “Tallin Building”  
Application for Final Development Plan Amendment for Existing “PD” Planned  
Development Districts

Nikki Goldstein  
Executive Director

Dear Mr. Lai,

BOARD OF DIRECTORS

- Keith Cohen  
President
- Sally Altman
- Mitchell Baris
- Jacob Cedergreen
- Ted Flom
- Todd Goldenhersh
- Bethe Growe
- Sheldon Harber
- James Kolker
- Alvah Levine
- Sylvia Nissenboim
- Nancy Novack
- Estelle Rochman
- Mark Rubin
- Darryl Sagel
- Jill Schupp
- Erin Schuver
- Barbara Schwartz
- Michelle Schwerin
- Ann Spector
- David Steinbach
- Cindy Lander Wallach

I am the Executive Director of the Crown Center, the parent corporation of Council Apartments, Inc. As Executive Director, I hereby authorize Rosemann & Associates, P.C. to file that certain Application for Final Development Plan Amendment for Existing “PD” Planned Development Districts on behalf of the proposed redevelopment of the Tallin Building, located at 8350 Delcrest Drive.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

Nikki Goldstein

WITHDRAWN

COUNCIL OF LIFE MEMBERS

- Les Borowsky
- Jeffrey Cohen
- Betsy Garland
- Randall Green
- Petie Karsh
- Joe Marchbein
- Merle Miller
- Jeffrey Rosenblum
- Steven Rosenblum
- Richard Tallin
- Miriam Wilhelm



## Raymond Lai

---

**From:** David S. Lang <DLang@rgsz.com>  
**Sent:** Tuesday, July 18, 2017 1:05 PM  
**To:** Raymond Lai  
**Cc:** John Cahill (jcahill@rosemann.com)  
**Subject:** Crown Center - Planning Commission meeting doc  
**Attachments:** authorize ltr.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Mr. Lai,

Attached please find the authorization from Crown Center for the submission that Rosemann Architects made on behalf of the organization.

Thank you.

**David S. Lang | Attorney at Law**

ROSENBLUM GOLDENHERSH, P.C.  
7733 Forsyth Boulevard, Suite 400  
St. Louis, MO 63105  
tel: 314.726.6868 | fax: 314.726.6786  
[dlang@rosenblumgoldenherish.com](mailto:dlang@rosenblumgoldenherish.com)  
[www.rosenblumgoldenherish.com](http://www.rosenblumgoldenherish.com)

ROSENBLUM GOLDENHERSH

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WITHDRAWN



**UNIVERSITY CITY POLICE DEPARTMENT**  
6801 DELMAR BLVD.  
UNIVERSITY CITY, MISSOURI 63130



**Raymond Lai**  
Dep. Dir. Community Development  
City of University City

July 20, 2017

Sir,

I have no comments to add in reference to the proposal for the redevelopment of the Crown Center for Senior Living.

Sincerely,

**Captain Dana Morley**  
Commander, Bureau of Services  
University City Police Department  
314-505-8654

**WITHDRAWN**

July 14, 2017



ARCHITECTURE  
INTERIOR DESIGN  
ENGINEERING  
PLANNING

## CROWN CENTER SENIOR LIVING

### PROJECT DESCRIPTION – NEW BUILDING PHASED DEVELOPMENT

The existing "Tallin Building", as highlighted in YELLOW on the attached drawing, is a 126-unit multifamily affordable housing complex constructed in the mid-1960's using the HUD Section 202 Direct Loan Program.

All of the units in the Tallin Building are income restricted aimed at housing low-income seniors. Council Apartments, Inc., a non-profit 501(c) which owns the Tallin Building, paid off the 50-year HUD 202 loan in 2015. Note that Council Apartments II, Inc. (an affiliate of Council Apartments, Inc.), owns the adjacent Weinberg senior housing building that is part of the same campus.

Upon paying off the loan, The Crown Center (the non-profit parent corporation of both Council Apartments, Inc. and Council Apartments II, Inc.) began to investigate the possibility of renovating the Tallin Building. Unfortunately, the Tallin Building was originally constructed in such a way that to renovate the existing structure and bring it up to current building code compliance is not economically feasible. In addition, the building has many design issues that make the current units functionally obsolete, and unmarketable in the long run.

At the present time, the Tallin Building is fully occupied due to its affordability restrictions. In order to construct a new building to serve the needs of the residents and community (both now and in the future), we plan to construct a new building to replace the existing structure. The Weinberg building will remain with only some interior and exterior entry modifications.

With the assistance of our selected architectural team, Rosemann & Associates, and our developer, Fulson Housing Group, we have formulated a plan to reconstruct 120 housing units on the existing site in two Phases, utilizing both federal and state low-income housing tax credits (LIHTC), Affordable Housing Assistance Program tax credits (AHAP), and low interest loans available for affordable housing.

Phase 1 would create new 1-bdrm / 1-bath units and several 2-bdrm / 1 bath units located in a 4-story building over podium parking which will provide covered parking for residents. We anticipate Phase 1 would be constructed adjacent the existing Tallin Building which will remain occupied during construction to avoid the need for extended off-site relocation of the existing residents away from their homes. In order to accomplish this, it will be necessary that we locate the new Phase 1 building within the current setbacks thereby providing the minimum area required for its construction and still allowing for continued occupancy of the existing Tallin Building.

During Phase 1 construction, The Crown Center will stop leasing any units in the Tallin Building. After completion of Phase 1 and all residents of the Tallin Building have been relocated into the Phase 1 building the existing Tallin Building will be demolished.



After the demolition of the Tallin Building, we will commence the development of Phase 2 which will also consist primarily of 1-bdrm / 1-bath units and several 2-bdrm / 1 bath units located in a 4-story building over podium parking. The corridors of each floor will connect to the Phase 1 corridors so as to seamlessly connect the two Phases. The Phase 2 project will also include new and expanded amenity spaces for residents as well as new management and administrative offices.

Due to the site limitations, it is anticipated that the Phase 1 building will need to be located approximately 10 feet from the property line on the north and west sides and 25' from the east (front) property line. The property to the north of The Crown Center site has a driveway and parking adjacent to the proposed 10 foot building setback which will allow for access in the event of emergencies. Additionally, The Crown Center site abuts Delcrest Drive to the East, and a driveway access to Ladue Crossing shopping center to the West which together provides access for emergency vehicles. As a result of the decrease in the number of units from the current 126 to the proposed 120 no increase in traffic volume is anticipated.

Several options were explored in an effort to eliminate the need to locate the new building within the setback limits. Among these included shifting the current Phase 2 building approximately 60' south to avoid the occupied Tallin building. This would then become Phase 1 of construction. However, this resulted in a separation of less 15' between the new Phase 1 building and the adjacent Weinberg building (scheduled to remain) directly south. This raised concerns regarding separation distances, views and site utilization as it eliminated much of the outdoor space available to the residents. An alternative to this was to construct a smaller Phase 1 building between the Tallin and Weinberg buildings. However, this option significantly reduces the number of units that can be constructed to a point below the number required for relocation of the remaining residents from the Tallin building.

No development activity is foreseen along the south property line and therefore no impact to setbacks or the adjacent property is anticipated.

PC 17-07

8348-8350 DELCREST DRIVE

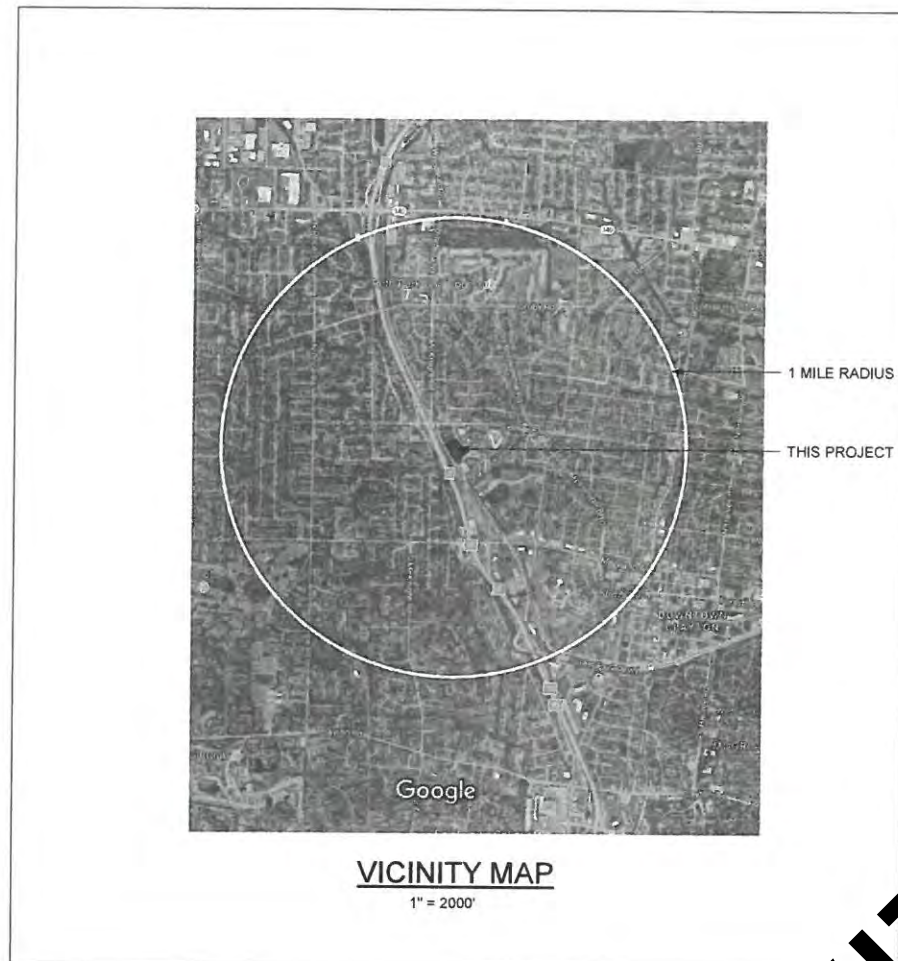
ATTACHMENT E

**WITHDRAWN**



# CROWN CENTRE SENIOR LIVING

PRINTS ISSUED  
07/26/2017 - CITY P&Z REVIEW  
REVISIONS:



### PROPERTY OWNERSHIP

<b>Address:</b>	<b>Owner:</b>
8350 Delcrest Dr.	Council Apartments
	8350 Delcrest Dr.
	St. Louis, MO, 63124

Current Zoning: PD-M Planned Development Mixed Use District

### TITLE DESCRIPTION

Lot 10 of Delcrest, according to plat thereof recorded in Plat Book 45 Page 46 of the St. Louis County Records Office.

AND SING the same property conveyed to Council Apartments, Inc., a Missouri not-for-profit corporation from Martin Brown and Violet Brown, his wife, as to an undivided 50% interest, Robert J. Diamond as to an undivided 35% interest, and Edwin J. Dimond, as to an undivided 15% interest by General Warranty Deed dated February 27, 1965 and recorded December 30, 1965 in Deed Book 5873, Page 427.

**AREA:**  
APPROXIMATELY 2.8 ACRES

**SETBACK SPACE:**  
APPROXIMATELY .78 ACRES

### ADJACENT PROPERTY OWNERSHIP

<b>Address:</b>	<b>Owner:</b>
8420 Delmar Blvd.	University Terrace Assoc. L.P
	8420 Delmar Blvd.
	St. Louis, MO, 63124

Current Zoning: GC - General Commercial District

<b>Address:</b>	<b>Owner:</b>
8342 Delcrest Dr.	RAIA Mo Spe Vehicle LLC Etal
	500 North Franklin Turnpike
	Ramsey, NJ., 07446

Current Zoning: HRO - High Density Residential / Office District

### ZONING REQUIREMENTS - PD-M

<u>CURRENT:</u>	<u>PROPOSED CHANGE:</u>
<b>Setback:</b>	
Street R.O.W. - 30'	25' East Property line (Adj. to Delcrest Dr.)
<b>Adjacent Properties:</b>	
North property line - 30'	North property line - 10'
West property line - 30'	West property line - 10'
South property line - 35'	(No Change)

<b>Parking:</b>	
131 Spaces - provided	(No Change)

### NEW CONSTRUCTION:

**Type V-A**  
Occupancy: R-2: Residential  
Height and Area Limitations: 4 stories or 70 feet / 24,000 sq/ft \*  
Fire Resistance Rating of Exterior Walls Based on Fire Separation Distance (10' ≤ X <30'): 1 hr  
Max. Area of Exterior Wall Opening Based on Fire Separation Distance (10' - ≤ 15'): 45%  
Fire Wall Resistance Rating (Group R-2): 2 hr (per exception a.)

**Type I-A**  
Occupancy: S-2: Parking Garage  
Height and Area Limitations: UL  
Fire Resistance Rating of Exterior Walls Based on Fire Separation Distance (10' ≤ X <30'): 1 hr  
Max. Area of Exterior Wall Opening Based on Fire Separation Distance: N/A  
Fire Resistance Rating for Horizontal Assemblies Between Fire Areas (R and S-2): 2 hr

\*With area and height increases per IBC sec. 504.2 and 506.3

**rosemann & ASSOCIATES P.C.**  
ARCHITECTURE  
INTERIOR DESIGN  
ENGINEERING  
PLANNING  
168 N. Meramec Avenue, Ste 200  
Clayton, MO 63105  
P: 314-678-1448  
W: www.rosemann.com  
© 2017 Rosemann & Associates, P.C.  
DENVER • KANSAS CITY • ST. LOUIS • ATLANTA

CROWN CENTER SENIOR  
LIVING  
8350 DELCREST DRIVE  
UNIVERSITY CITY, MISSOURI 63124

SHEET TITLE  
ZONING COVER

PROJECT NUMBER: 16026

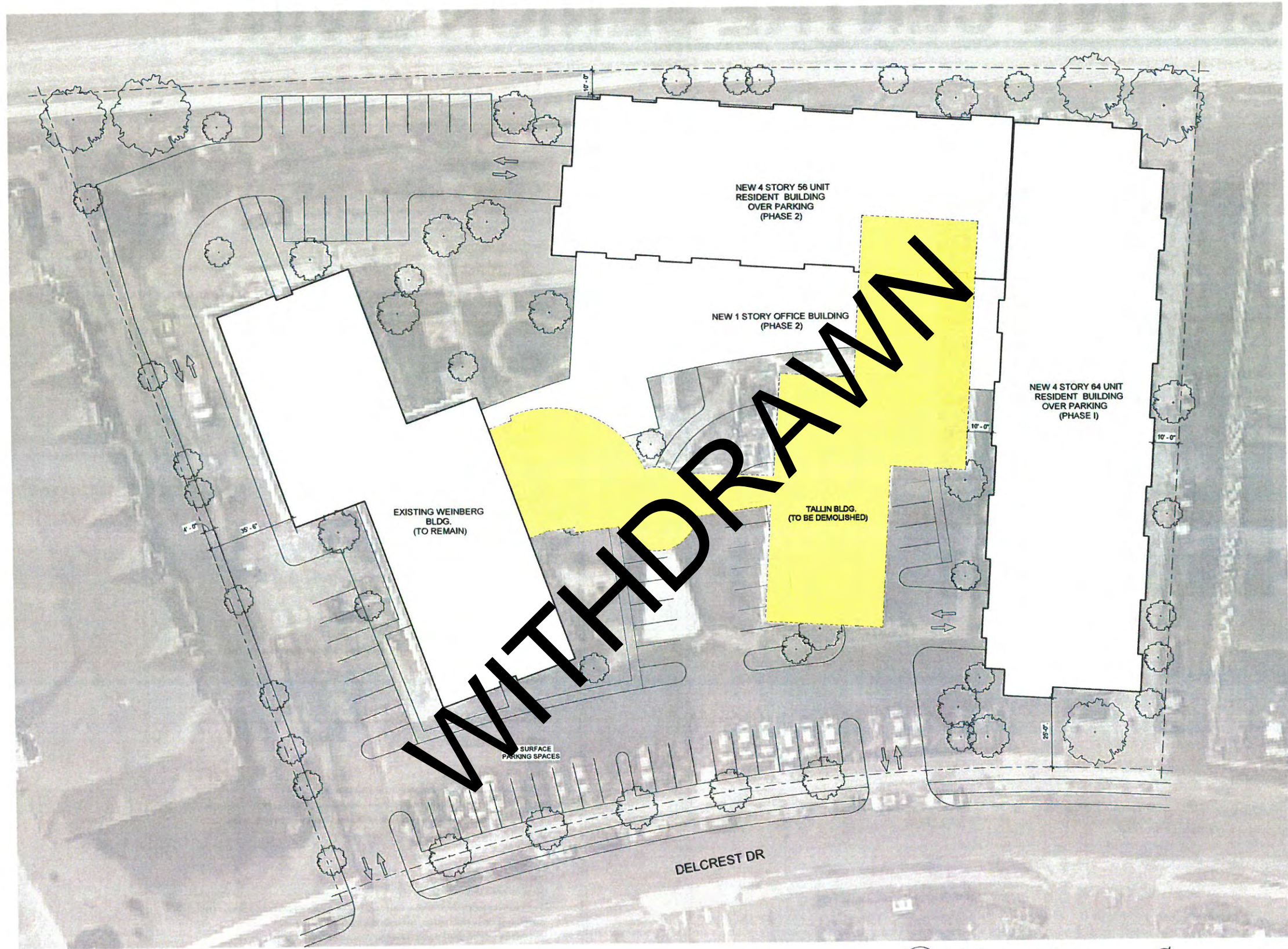
SHEET NUMBER:

P&Z - 1

DRAWN BY: Author CHECKED BY: Checker

WITHDRAWN





WITHDRAWN

1 SITE PLAN - PHASE I & II  
 1" = 20'-0"

**KEY**  
 TO BE DEMOLISHED UNDER PHASE 2

**PARKING COUNT:**  
**GARAGE:**  
 Phase 1 - 31  
 Phase 2 - 28  
**SURFACE:**  
 Existing - 27  
 New - 45  
**TOTAL 131 SPACES**

**rosemann & ASSOCIATES P.C.**  
 ARCHITECTURE  
 INTERIOR DESIGN  
 ENGINEERING  
 PLANNING  
 168 N. Meramec Avenue, Ste 200  
 Clayton, MO 63105  
 p: 314.678.1448  
 w: www.rosemann.com  
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**CROWN CENTER SENIOR LIVING**  
 8350 DELCREST DRIVE  
 UNIVERSITY CITY, MISSOURI 63124

SHEET TITLE  
 PHASE I & II SITE PLAN  
 PROJECT NUMBER: 16026  
 SHEET NUMBER:

**AS-100**

DRAWN BY: Author CHECKED BY: [Signature] 32

2/13/2017 10:42 AM C:\Users\jacob.rosemann\OneDrive\Documents\311\Drawings\Senior\_Center\101\_SitePlan02.dwg



ATTACHMENT 3:  
Draft Ordinance and Exhibits

**WITHDRAWN**

INTRODUCED BY: \_Councilmember Jennings\_

DATE: \_\_\_\_\_

BILL NO. 9322\_

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE APPROVING AN AMENDED FINAL DEVELOPMENT PLAN FOR PROPOSED REDEVELOPMENT TO CROWN CENTER FOR SENIOR LIVING LOCATED AT 8348-8350 DELCREST DRIVE IN THE "PD-M" PLANNED DEVELOPMENT MIXED-USE ZONING DISTRICT.

WHEREAS, the Preliminary Development Plan was approved by the City Council of University City on January 13, 2014 for a mixed-use development project known as "Crown Center for Senior Living" located at 8348 and 8350 Delcrest Drive in the PD-M Planned Development Mixed-Use Zoning District in the City of University City, authorizing the submittal of a Final Development Plan; and

WHEREAS, on April 28, 2014, the Final Development Plan for said development project was approved by City Council via Ordinance 6955; and

WHEREAS, on July 17, 2017, Jarret Cooper, V.P. of Rosemann & Assoc. on behalf of the property owners submitted for review and approval an Amended Final Development Plan in the PD-M Planned Development Mixed-Use Zoning District for a proposed redevelopment of the existing multi-family senior housing development; and

WHEREAS, Section 400.890.B "Plan Amendment" of the University City Municipal Code requires that certain significant amendments to a Final Development Plan be approved by the City Council subject to requirements of this section as if it were a new application; and

WHEREAS, the review and approval of an Amended Final Development Plan shall be in accordance with Section 400.870 "Final Development Plan Procedure" and Section 405.380 "Final Plat Submittal Requirements" of the University City Municipal Code with the adoption of an ordinance by City Council; and

WHEREAS, at its meeting on July 26, 2017, the University City Plan Commission considered and recommended to the City Council of University City approval of the Amended Final Development Plan subject to the conditions in Exhibit A; and

WHEREAS, due notice of a public hearing to be held by the City Council in the City Council Chambers at City Hall at 6:30 p.m., on August 14, 2017, was duly published in the St. Louis Countian, a newspaper of general circulation within said City on July 30, 2017; and

WHEREAS, said public hearing was held at the time and place specified in said notice, and all suggestions or objections concerning said amendment to the Final Development Plan were duly heard and considered by the City Council; and

WHEREAS, the Amended Final Development Plan application, including all required

documents and information submitted therewith, is before the City Council for its consideration.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:

Section 1. Attached, marked Exhibit "B" and made a part hereof, is an Amended Final Development Plan submitted for the "Crown Center for Senior Living."

Section 2. It is hereby found and determined that the Amended Final Development Plan is in full compliance with said Section 400.870 of the University City Municipal Code, subject to the conditions in Exhibit A. Accordingly, the Amended Final Development Plan, subject to compliance with the conditions in Exhibit A, is hereby approved.

Section 3. The Interim City Clerk is hereby directed to endorse upon the Amended Final Development Plan, subject to the conditions in Exhibit A, the approval of the City Council under the hand of the Interim City Clerk and the seal of University City.

Section 4. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
INTERIM CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

## ATTACHMENT A: CONDITIONS

1. Permitted uses shall be limited to a multi-family residential development for senior living with associated accessory uses including but not limited to offices related to the operation of the facility, a café and dining area, a demonstration kitchen, a fitness area, and an outdoor gardening area which may be open to the public. The hours in which the café is open to the public shall be limited to 6:00 am to 10:00 pm. Any change to the hours of operation shall require written approval from the Department of Community Development.
2. The existing building height, number of stories, mass, floor area ratio, and setbacks shall be maintained as depicted in the preliminary development plan and not be exceeded.
3. The total number of residential units shall not exceed 238.
4. Parking and drive aisle layout shall be as generally depicted in the Preliminary Development Plan. A minimum of 131 off-street parking and garage spaces shall be maintained. The location of the proposed curb-cut for ingress/egress shall be as approved by the Department of Public Works and Parks.
5. Along the north property limits, Department of Community Development staff shall seek a landscape plan from the developer that provides a visual screening from the adjacent service drive with a combination of evergreen and deciduous trees.
6. A final landscape plan shall be submitted to the Department of Community Development for its review and approval, in conjunction with a review by the City Forester. Said plan shall be submitted prior to the submittal of a demolition/building permit. Landscaping shall be installed and maintained in accordance with the approved plan.
7. Any proposed signage shall be in strict compliance with the Sign Regulations set forth in Article 8 of the Zoning Code.
8. Lighting of all exterior areas shall comply with the requirements of Section 34- 93.7 of the Zoning Code, and shall be designed to be compatible with surrounding areas by shading to direct light downward and away from abutting uses.
9. All work in the public right-of-way shall be located, constructed, and maintained as approved by the Department of Public Works and Parks.
10. A detailed construction traffic control and parking plan should be submitted to the Department of Community Development for approval, in conjunction with review by the Department of Public Works and Parks. Said plan shall set forth details pertaining to worker and resident parking during all phases of the proposed construction. It shall further detail solutions to public property maintenance issues such as street cleaning and

traffic diversion. Said plan shall be finalized prior to the issuance of a building permit. It shall be the applicant's responsibility to obtain those approvals in written form in a timely manner prior to issuance of the building permit.

11. Approval of the Amended Final Development Plan must be obtained by City Council.
12. Except as noted herein, other codes and regulations of the City of University City shall apply.
13. Address the comments from the Department of Public Works and Parks (Attachment B of staff report - memorandum of July 11, 2017)

**DRAFT**  
**WITHDRAWN**

EXHIBIT "B"  
Amended Final Development Plan

**DRAFT**  
**WITHDRAWN**

# CROWN CENTRE SENIOR LIVING

PRINTS QUALITY  
STANDARD - CITY AND REVIEW  
REVISIONS



**PROPERTY OWNERSHIP**  
 Owner:  
 Council Apartments  
 8350 Delcrest Dr.  
 St. Louis, MO 63124

Current Zoning: PC-U Planned Development Mixed Use District

**TITLE DESCRIPTION:**  
 Lot 10 of Delcrest, according to plat thereof recorded in Plat Book 45 Page 46 of the St. Louis County Recorder's Office.

AND BEING the same property conveyed to Council Apartments, Inc., a Missouri not-for-profit corporation from Martin Brown and Violet Brown, his wife, as to an undivided 50% interest, Robert J. Brown, as to an undivided 50% interest, and the heirs, assigns and personal representatives of Robert J. Brown, by General Warranty Deed dated February 27, 1955 and recorded December 30, 1955 in Deed Book 5873, Page 427.

**AREA:**  
 APPROXIMATELY 2.8 ACRES

**DEVELOPER:**  
 APPROXIMATELY 78 ACRES

**ADJACENT PROPERTY OWNERSHIP**

**West:**  
 430 Delcrest Blvd.  
 University Terrace Assoc. LP  
 8430 Delmar Blvd.  
 St. Louis, MO 63124  
 Current Zoning: GC - General Commercial District

**East:**  
 20 East Property #16 (W. of Delcrest Dr.)  
 20 East Property #17 (W. of Delcrest Dr.)  
 20 East Property #18 (W. of Delcrest Dr.)  
 20 East Property #19 (W. of Delcrest Dr.)  
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 20 East Property #100 (W. of Delcrest Dr.)

**PROPOSED CHANGES:**  
 Street R.O.W. - 30'  
 Adjoining Properties - 30'  
 West Property #16 - 10'  
 West Property #17 - 10'  
 West Property #18 - 10'  
 West Property #19 - 10'  
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 West Property #99 - 10'  
 West Property #100 - 10'

**NEW CONSTRUCTION:**  
 Occupancy: N-2 Residential  
 Height and Area Limitations: 4 stories (170 feet / 24,000 sq ft)  
 Fire Resistance Rating of Exterior Walls Based on Fire Separation: (10' ± X-30') 1 hr  
 Max. Area of Exterior Wall Opening Based on Fire Separation: (10' ± X-30') 1 hr  
 Fire Wall Resistance Rating (Based on Fire Separation): (10' ± X-30') 1 hr

**TABLES**  
 Occupancy: S-2 Parking Garage  
 Height and Area Limitations: 4 stories (170 feet / 24,000 sq ft)  
 Fire Resistance Rating of Exterior Walls Based on Fire Separation Distance: (10' ± X-30') 1 hr  
 Max. Area of Exterior Wall Opening Based on Fire Separation Distance: (10' ± X-30') 1 hr  
 Fire Resistance Rating for Horizontal Assemblies Between Fire Areas: (R-40 and R-57): 2 hr  
 \*With area and height increases per IRC sec. 904.2 and 906.3

**rosemann & associates pc**  
 168 N. Main Street, Suite 200  
 Webster Groves, MO 63119  
 Phone: 636.871.1444  
 Fax: 636.871.1445  
 www.rosemannandassociates.com  
 8101 Delcrest Drive, Suite 100  
 University City, MO 63124

CROWN CENTER SENIOR  
 LIVING  
 8350 DELCREST DRIVE  
 UNIVERSITY CITY, MISSOURI 63124

PROJECT NUMBER: 1026  
 SHEET NUMBER:

P&Z - 1

Drawn by: [Name]  
 Checked by: [Name]



PRINTED SCALE:  
 1" = 20'-0" (VERTICAL)  
 1" = 40'-0" (HORIZONTAL)

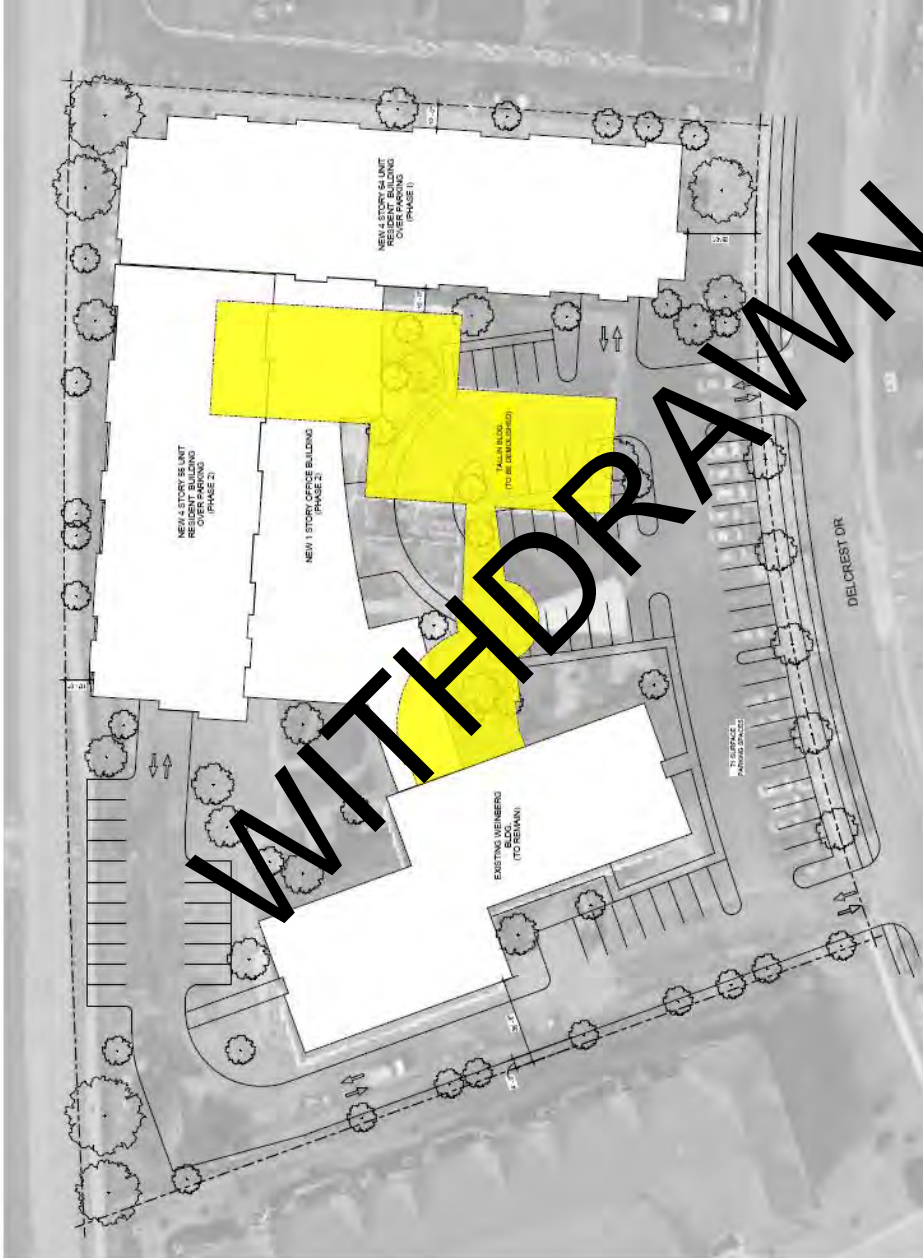
**rosemann & associates, p.c.**  
 ARCHITECTS  
 108 N. MARSHALL AVENUE, 5TH FLOOR  
 ST. LOUIS, MISSOURI 63101  
 PHONE: 314.478.1448  
 FAX: 314.478.1449  
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**CROWN CENTER SENIOR  
 LIVING**  
 8350 DELCREST DRIVE  
 UNIVERSITY CITY, MISSOURI 63124

SHEET TITLE:  
 PHASE I & II SITE PLAN  
 PROJECT NUMBER: 162K  
 SHEET NUMBER:

**AS-100**

DATE: 08/15/17  
 DRAWN BY: JAC



**1 SITE PLAN - PHASE I & II**

**PAGE 09**

**PARKING COUNT:**  
 Phase 1: 24  
 Phase 2: 28  
 Existing: 22  
 Total: 74 SPACES

**KEY:**  
 TO BE DEMOLISHED  
 UNDER PHASE 2



## Council Agenda Item Cover

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**MEETING DATE:** August 14, 2017

**AGENDA ITEM TITLE:** Prohibit parking in front of 709 Interdrive at the south side of the driveway

**AGENDA SECTION:** Unfinsihe Business

**CAN THIS ITEM BE RESCHEDULED? :** Yes

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### **BACKGROUND REVIEW:**

The Traffic Commissioners received a traffic request to prohibit parking in front of 709 Interdrive at the south side of the driveway. At the April 12, 2017 Traffic Commission meeting the requestor resident explained the several interferences with entering and existing the driveway, because drivers park either at the edge of the driveway or partially in front of the driveway. The Commissioners recommended that the City Council approve the request.

### **RECOMMENDATION:**

It is the recommendation of the Public Works and Parks Department that the attached ordinance for a parking prohibition be approved.

### **ATTACHMENTS:**

1. Bill amending section 355.100 – Parking in Prohibited or Restricted Zone
2. Traffic Commission Staff Report
3. Minutes from Traffic Commission April 12, 2017 meeting



INTRODUCED BY:

DATE:

**BILL NO: 9323**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SCHEDULE III OF THE SECTION 355.100 OF THE TRAFFIC CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:**

**Section 1.** Schedule III of the Traffic Code, of the University City Municipal Code is amended as provided herein. Language to be added to the Code is represented as highlighted. This Ordinance contemplates no revisions to the Code other than those so designated; any language or provisions from the Code omitted from this Ordinance is represented by an ellipsis and remains in full force and effect.

**Section 2.** Schedule III of the University City Municipal Code Section 355.100 is hereby amended to add **Interdrive Avenue: From the south edge of the driveway at 709 Interdrive Avenue to no more than 5 feet south toward Enright Avenue where the City has designated as a “No Parking Zone”**, to be edited to the Traffic Code as the “Schedule” – Schedule III.

\* \* \*

**Section 3.** This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of the sections revised by this amendment nor bar the prosecution for any such violation.

**Section 4.** Any person, firm or corporation violating any of the provisions of this ordinance shall be punished in accordance with the provisions of the University City Municipal Code.

**Section 5.** This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

DRAFT

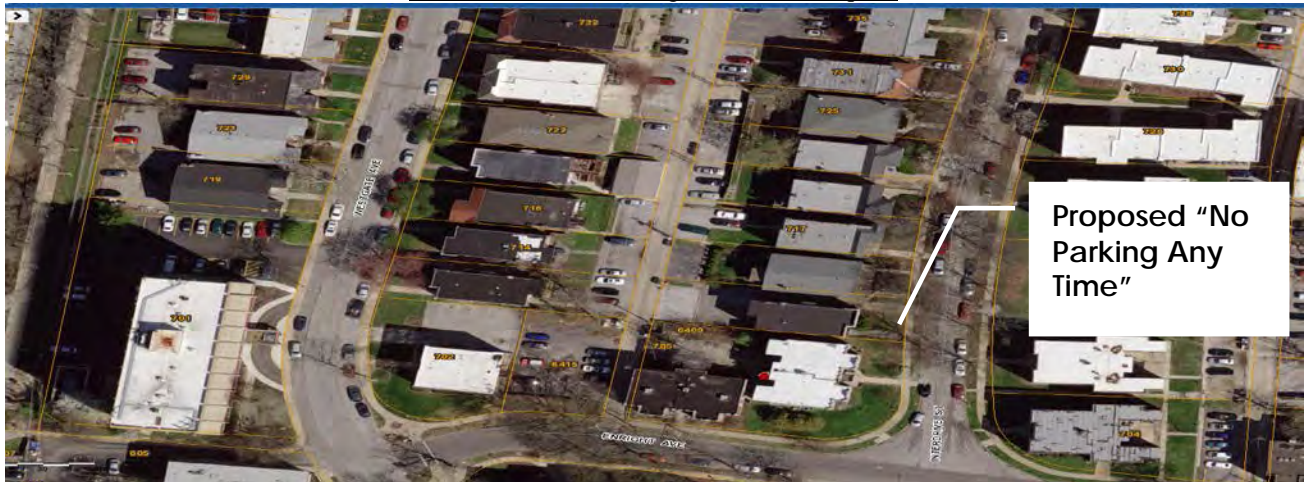


## STAFF REPORT

**MEETING DATE:** April 12, 2017  
**APPLICANT:** Rhowsheda Markovich, 709 Interdrive  
**Location:** 709 Interdrive - At the entrance of the driveway  
**Request:** Place "No Parking anytime" at the curb on the south side of the driveway  
**Attachments:** Traffic Request Form

### Existing Conditions:

Area to Place No Parking Restriction Request



### Request:

Prohibit parking in front of 709 Interdrive at the south side of the driveway.

At the requested location, the resident has had several interferences with entering and existing her driveway, because drivers park either at the edge of the driveway or partially in front of the driveway. The resident has explained that sometimes she is stuck in the driveway with no way of exiting. The resident has tried to have cars towed that are blocking the driveway, but the street is too narrow for a tow truck to fit and tow a vehicle.

### Conclusion/Recommendation:

At this location there is parking in the rear of the building that is used by the other tenants in the building.

Currently Interdrive has a No Parking restriction that was put in the code for street sweeping which is: "On the east side thereof on Wednesday only and on the west side thereof on Monday only, from Enright Avenue to Clemens Avenue, between the hours of 9:00 A.M. and 12:00 noon." and "On the east side thereof on the first (1st) Wednesday of the month and on the west side thereof on the first (1st) Friday of the month, from Enright Avenue to Clemens Avenue, between the hours of 8:00 A.M. to 11:00 A.M."

Interdrive is a one-way street which is located behind the Delmar Loop, there is a lot of student parking and loop visitor parking that takes place during peak times.

Based on the information from Miss Markavich, implementing a “No Parking Any Time” restriction would be the most appropriate treatment since the parking situation is very hectic and traps her inside of the driveway at times. The restriction should take place at the south side of the edge of the driveway to no more than 5 feet south toward Enright Avenue.





## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

### CITY OF UNIVERSITY CITY MINUTES OF THE TRAFFIC COMMISSION April 12, 2017

At the Traffic Commission meeting of University City held in the Heman Park Community Center, on Wednesday, April 12, 2017, Chairman Jeff Hales called the meeting to order at 6:33 p.m. In addition to Chairman Hales, the following members of the commission were present:

- Bart Stewart
- Jeff Zornes
- Derek Helderman
- Jeffrey Mishkin

Also in attendance:

- Errol Tate (non-voting member – Public Works Liaison)
- Sinan Alpaslan (Public Works Director)
- Councilmember Bwayne Smotherson (non-voting member—Council Liaison)

Absent:

- Sergeant Shawn Whitley (non-voting member – Police Department Liaison)
- Eva Creer (excused)
- Curtis Tunstall

#### 3. Approval of Agenda

Mr. Helderman moved to approve the agenda and was seconded by Mr. Zornes. The motion carried unanimously.

#### 4. Approval of the Minutes

##### A. March 8, 2017 Minutes

Mr. Helderman made a motion to approve the minutes of the March 8, 2017 meeting and was seconded by Mr. Mishkin. The motion carried unanimously.

#### 5. Agenda Items

##### a. No Parking Restriction in front of 709 Interdrive

Mr. Tate presented the request from applicant / resident Rhowsheda Markovich of 709 Interdrive to restrict parking 5 feet to the south of her driveway due to a persistent problem with cars parking in front of her driveway.

Ms. Markovich spoke to the commission about her experience with cars parking over the edge of her driveway, often blocking her in. She stated that because of the narrow street and space constraints, it makes it impossible for a tow truck to tow a car blocking her driveway.



## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

Mr. Tate elaborated on the staff's position on the request. He indicated the only restrictions are for street sweeping and stated that from his observation driving by, he was in agreement with the applicant about cars parking over the edge of her driveway and recommended a 5 foot parking restriction as requested south of the applicant's driveway.

Mr. Hales asked if Ms. Markovich was the only person on the block experiencing this problem. Ms. Markovich stated she did not know if others were affected but stated that her house is the first house on the block and is closest to The Loop.

Greg Sherrill of 1018 Llewellyn Lane informed the commission that this house is one of the only houses that has a driveway in the front of the house.

Mr. Zornes asked if staff was recommending both painting the curb and installing a sign. Mr. Tate suggested that the curb be painted first to see if that would resolve the matter. Mr. Hales stated that he experienced a similar situation with cars parking over his driveway and his understanding was that in order for the parking restriction to be enforceable, it would require a sign be placed and codified by ordinance. Mr. Alpaslan stated that he believed that by painting the curb yellow, it would be enforceable on a temporary basis but would ultimately require a sign.

Mr. Stewart asked what the reservation was about installing a sign. Mr. Tate stated that because there were already parking restrictions on the street, it would be confusing and suggest the entire area would be restricted. Mr. Alpaslan suggested two signs; one on either side of the driveway.

Mr. Mishkin mentioned that it was stated that it was not possible to tow a car from blocking the driveway and asked if there was any other remedy aside from ticketing the car. Mr. Stewart suggested that the restriction would hopefully serve as a deterrent. Ms. Markovich stated that when she has called the police over cars being parked in front of her driveway, she was told they could not do anything. Mr. Alpaslan stated that the ordinances state that a car can be ticketed for blocking a driveway. Mr. Hales stated that he had previously observed the police ticketing cars for blocking his driveway.

Mr. Stewart made a motion that the traffic commission recommend restricting parking 5 feet from both sides of the applicant's driveway at 709 Interdrive and mark the restriction with paint and signage on five. Mr. Zornes seconded the motion. The motion carried unanimously.

### **b. Compact Car Restriction Review.**



## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

Mr. Tate presented the staff recommendation for a proposed compact car restriction. He included the email from City Attorney Katie Forster requesting clarification of the language that the commission would like to see.

Mr. Zornes expressed concerns over small CUVs that are compact, but still tall which could obstruct sightlines.

Mr. Hales expressed concern over the definition's including interior cubic feet. Mr. Stewart suggested that the commission try to keep the terms simple. Mr. Zornes concurred suggesting a restriction on trucks, vans, minivans and SUVs with a height restriction. Mr. Helderman agreed. Councilmember Smotherson agreed as well.

Mr. Helderman stated that the documentation presented in 2014 included Clayton's ordinance restricting vehicles over 60 inches.

Mr. Hales stated that he believed we needed input from the police department for the ideal language to be included on the signs as well as in the ordinance. Mr. Alpaslan stated that the police department wants any ordinance to be clear and recommended the input from the police department.

Mr. Hales asked if the commission wants to recommend an ordinance that addresses a compact car, or an ordinance that restricts the height of vehicles for certain parking spaces. Mr. Stewart stated he believed the primary concern was the height of the vehicle causing an obstructed view. Mr. Helderman agreed that the height is the primary concern.

Mr. Tate reminded the commission that the city does have limited parking in some areas and including a compact car to the restriction could be helpful. Mr. Hales agreed that there is merit to a compact car ordinance as well, but stated that his recollection of the concerns brought to the commission in recent years have been about the height of cars creating a visibility and sightline issues, rather than the length of the vehicle.

Mr. Helderman asked if the commission could make its recommendation on the nature of the restriction and types of vehicles to be restricted and ask for the input of the police department.

Mr. Hales asked if the draft ordinance would be presented to the commission once it is written for final recommendation to council. Mr. Alpaslan indicated that would be the best way to proceed since it would be a new ordinance, rather than amending an existing ordinance.

Mr. Zornes made a motion to give the commission's recommendation on implementing a restriction allowing compact car / motorcycle parking only and



## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

restricting parking of all vans, minivans, trucks and SUVs. Mr. Mishkin seconded the motion. The motion passed unanimously.

### **c. Loop South Two-Way Traffic Review Draft**

Mr. Tate presented the review of the Loop Two-Way Traffic proposal. He reported that the traffic engineer had evaluated Loop South and determined parking could remain on the south side of the street providing for more parking spaces.

Mr. Hales asked if staff was still seeking to implement the new parking and two way traffic at the same time. Mr. Tate confirmed.

Mr. Mishkin asked if the change would be applied west from Leland to Kingsland. Mr. Tate confirmed.

Mr. Mishkin asked what the value of making Loop South a two-way street. Mr. Alpaslan stated that it makes it much easier for wayfinding for customers and delivery vehicles. Mr. Zornes stated that he read that the merchants believed it would benefit their businesses and customers.

Mr. Stewart made a motion to recommend that Loop South be made a two way street with striped parallel parking on the south side of the street. Mr. Helderman seconded the motion. The motion passed unanimously.

### **6. Council Liaison Report**

Councilmember Smotherson informed the commission that Centene's ground breaking is set for April 21<sup>st</sup>.

### **7. Miscellaneous Business**

Mr. Zornes asked if University City has looked into switching its parking system to something similar to what the City of St. Louis uses like Park Mobile where you can pay using an app.

Mr. Alpaslan stated that it would lower the cost of maintenance of the meters by switching to pay stations.

Mr. Smotherson stated that he would recommend the council look into the issue.

### **8. Adjournment.**

Mr. Mishkin made a motion to adjourn the meeting and was seconded by Mr. Stewart. The motion unanimously carried and the meeting was adjourned at 7:31 pm.



## Council Agenda Item Cover

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**MEETING DATE:** August 14, 2017

**AGENDA ITEM TITLE:** 7100 Block of Lindell Blvd. – **Residential Permit Parking Area**

**AGENDA SECTION:** Unfinished Business

**CAN THIS ITEM BE RESCHEDULED? :** Yes

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### **BACKGROUND REVIEW:**

The Traffic Commission reviewed a petition to create a Residential Permit Parking Area on both sides of 7100 Lindell Blvd, from 7100 Lindell Boulevard to Asbury Avenue.

According to the Municipal Code Section 355.030 Residential Parking Permit Plan, parking on public streets within residential neighborhoods may be restricted to the residents along not more than three (3) blocks of a street if the street is within two (2) blocks of Washington University or another municipality's boundary and if the problems caused by non-resident parking on the block are chronic and well documented.

The petition submitted by property owners at 7108 Lindell Boulevard documents the parking problems on both sides of the 7100 block of Lindell Blvd, and requests to restrict parking for residents on the both sides of the block.

The signatures in the petition exceeded the minimum requirement. The petition was signed by 100% of the affected households. Restricted hours are not to exceed twelve (12) hours daily. Proposed hours are from 9 am to 9 pm every day of the week except Sunday.

The Traffic Commission reviewed this request at their July 12, 2017 meeting and recommended City Council's approval of this petition to alleviate a reoccurring parking problem existing in this residential road within University City.

### **RECOMMENDATION:**

Staff recommends approval of the request, based on the parking issues documented and submitted to the City through the petition attached, and compliance with the requirements outlined on the University City Municipal Code section 355.030; thus amending the Traffic Code Schedule III-D Residential Permit Parking Areas to add both sides of 7100 Block of Lindell Boulevard.

### **ATTACHMENTS:**

- Bill amending Schedule III-D Residential Permit Parking Areas
- Minutes of the July 12, 2017 Traffic Commission Meeting and Staff Report
- Petition submitted by affected property owners of the of the 7100 block of Lindell Boulevard.



INTRODUCED BY:

DATE:

**BILL NO: 9324**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SCHEDULE III OF THE TRAFFIC CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:**

**Section 1.** Schedule III of the Traffic Code, of the University City Municipal Code is amended as provided herein. Language to be added to the Code is represented as highlighted. This Ordinance contemplates no revisions to the Code other than those so designated; any language or provisions from the Code omitted from this Ordinance is represented by an ellipsis and remains in full force and effect.

**Section 2.** Schedule III of the University City Municipal Code is hereby amended to add both sides of Lindell Boulevard from 7100 Lindell Boulevard to Asbury Avenue where the City has designated as a Residential Permit Parking Area, to be edited to the Traffic Code as the “Schedule” – Schedule III, as follows:

**Traffic Schedules**

**Schedule III: Parking Restrictions**

**Table III-D Residential Permit Parking Areas**

The following areas are “Residential Permit Parking Areas” and are regulated as set forth in section 355.030 of this Code:

<b>Street</b>	<b>Block</b>	<b>Scope</b>
<b>Lindell Boulevard</b>	<b>7100</b>	<b>Both Sides</b>

\* \* \*

**Section 3.** This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of the sections revised by this amendment nor bar the prosecution for any such violation.

**Section 4.** Any person, firm or corporation violating any of the provisions of this ordinance shall be punished in accordance with the provisions of the University City Municipal Code.

**Section 5.** This ordinance shall take effect and be in force from and after its passage as provided by law.



PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY



## STAFF REPORT

MEETING DATE: July 12, 2017  
APPLICANT: Lori and Jim Messina – 7108 Lindell Boulevard  
Location: 7100 Lindell Boulevard - Between 7100 Lindell Blvd and Asbury Ave  
Request: Residential Parking Permit request  
Attachments: Traffic Request Form

---

### Existing Conditions:

Lindell Blvd form 7100 Lindell Blvd to Asbury Ave.



★ Signed Petition dated 06/23/2017

**Currently there is no residential parking permit system Implemented**

At the June 14, 2017 Traffic Commission meeting, a motion was passed to request a petition for the Residential Parking Permit.

Implement a Residential Parking Permit System in the 7100 block of Lindell Blvd between Asbury Ave and 7000 Block of Lindell Blvd, on both sides of the street (per the Traffic Commission recommendation from June 2017).

Residential Parking Only from 9 a.m. to 9 p.m., every day of the week. This restriction matches the hours and days of adjacent streets.

The petition submitted included signatures from 22 property owners, out of 22 properties in the requested area. This constitutes 100% of property owners in agreement.

**Conclusion/Recommendation:**

City Staff recommends that the Traffic Commission approve the petition as presented. system.



**Department of Public Works and Parks**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

**RESIDENTIAL PARKING PERMIT PETITION**

TO: UNIVERSITY CITY- TRAFFIC COMMISSION

PROBLEMS CAUSED BY NON-RESIDENT PARKING (PROBLEMS SHOULD BE CHRONIC AND WELL DOCUMENTED). USE ADDITIONAL PAGE IF NECESSARY

The residents would like to establish a residential permit parking zone in the 7100 block of the Lindell in effect from 9 a.m. to 9 p.m. The surrounding blocks of Forsyth, Maryland and Westmoreland and the 7000 block of Lindell have Residential Permit parking restrictions in place and the 7200 block is also pursuing residential permit parking. Non-resident parking makes it difficult to access our driveways or park in front of our homes. We have frequent non-resident parkers associated with Washington University who remained parked throughout the day.

SPECIFIC AREA REQUESTED TO BE RESTRICTED:

7100 block of Lindell and the portion of Asbury from Forsyth to the intersection of the 7100 and 7200 Lindell.  
See attached map

REQUESTED RESTRICTED TIME PERIOD (SHALL NOT EXCEED 12 HOURS DAILY)

9 a.m. to 9 p.m.

NOTE:

THIS PETITION SHOULD BE SIGNED BY AT LEAST SEVENTY-FIVE (75%) PERCENT OF THE PROPERTY OWNERS ADJACENT TO THE BLOCK OF THE PUBLIC STREET INVOLVED.

The Public Works Department staff will review this petition and, if warranted, this matter will appear as an agenda item for a traffic commission meeting. If a meeting is held, you will be encouraged to attend so that you may state your concerns.

NAME: Lori and Jim Messina

ADDRESS: 7108 Lindell, University City, MO 63130

PHONE (HOME): 314-725-7722 PHONE (WORK): 314-422-2608

Date: June 23, 2017

Please return completed to Angelica Gutierrez, at the Public Works Department, 3<sup>rd</sup> floor of the City Hall, located at 6801 Delmar Blvd, University City, MO 63130. Phone: (314) 505-8560 Fax: (314) 862-0694





**Department of Public Works and Parks**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

**PETITION**

Block: 7100 Name of Street: Lindell Blvd.  
 Hours restricted: 9 a.m. to 9 p.m.

NAME (PRINTED)	SIGNATURE	ADDRESS
Charles or Ann Cramer	<i>Charles Cramer</i>	7100 Lindell
Nicole Tosi or Craig Wedbush	<i>Nicole Tosi</i>	7101 Lindell
John or Kristin Kuchem	<i>John Kuchem</i>	7104 Lindell
Mark or Peggy Shamleffer	<i>Brygg A Shamleffer</i>	7105 Lindell
James or Lori Messina	<i>Lori Messina</i>	7108 Lindell
Stephen Schutz	<i>Stephen Schutz</i>	7109 Lindell
Abigail or William Keough	<i>Abigail Keough</i>	7113 Lindell
Elizabeth Goldkamp	<i>Elizabeth Goldkamp</i>	7116 Lindell
Mark Schlitzman Margaret Gillerman	<i>Mark Schlitzman</i> (co-owner of hotels)	7117 Lindell
Dennis or Mary Doyle	<i>Mary Crown Doyle</i>	7120 Lindell
Wayne or Anna Hanebrink	<i>Wayne Hanebrink</i>	7125 Lindell
Julie Moloney	<i>Julie Moloney</i>	7131 Lindell
Stephen Miles or Linling Xu	<i>Linling Xu</i>	7135 Lindell
Brent or Leslie Sumner	<i>Brent Sumner</i>	7142 Lindell
Agatha or Thomas Brockland	<i>Thomas W. Brockland</i>	7146 Lindell
Randy Rener Jean Dames	<i>Randy Rener</i>	7149 Lindell



Department of Public Works and Parks

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

PETITION

Block: 7100 Name of Street: Lindell Blvd.
Hours restricted: 9 a.m. to 9 p.m.

Table with 3 columns: NAME (PRINTED), SIGNATURE, ADDRESS. Rows include: Vance or Courtney Dickerson (7157 Lindell), Robert or Nancy Petersen (7201 Forsyth), Dana Mareshie (7199 Forsyth), Andrew Sobel or Pam Lokken (7200 Lindell), John or Elizabeth Cahill (7201 Lindell), Kristen Logan (7145 Lindell).









## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Stop sign at Milan Avenue and Mendell Drive intersection

**AGENDA SECTION:** Unfinished Business

**CAN THIS ITEM BE RESCHEDULED? :** Yes

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### **BACKGROUND REVIEW:**

The Traffic Commission reviewed a request to approve permanent installation of a stop sign on Milan Avenue at Mendell Drive.

A stop sign is warranted at this location. Due to the speeding and volume of through traffic on Mendell Dr. at the intersection, it is recommended to install a Stop sign on Milan Avenue at Mendell Drive, as requested. An additional plaque "Cross traffic does not stop" should be added.

At the June 14, 2017 Traffic Commission meeting, the Traffic Commissioners reviewed the request and recommended approval by the City Council.

The Traffic Code will have to be amended in Schedule VII, Stop Intersections, Table VII-A Stop Intersections to include this location.

### **RECOMMENDATION:**

Staff recommends approval of this request; therefore amend the Traffic Code Chapter 300 – Schedule VII Stop Intersections, Table VII-A Stop Intersections.

### **ATTACHMENTS:**

1. Bill amending Chapter 300 – Schedule VII Stop Intersections.
2. Minutes of the June 14, 2017 Traffic Commission Meeting
3. Staff Report

INTRODUCED BY:

DATE:

**BILL NO: 9325**

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING SCHEDULE VII, TABLE VII-A – STOP INTERSECTIONS, CHAPTER 300 TRAFFIC CODE, OF THE UNIVERSITY CITY MUNICIPAL CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:**

**Section 1.** Schedule VII, Table VII-A. Stop Intersections of Chapter 300 of the Traffic Code, of the University City Municipal Code is amended as provided herein. Language to be added to the Code is emphasized. This Ordinance contemplates no revisions to the Code other than those so designated; any language or provisions from the Code omitted from this Ordinance is represented by an ellipsis and remains in full force and effect.

**Section 2.** Chapter 300 of the University City Municipal Code is hereby amended to add a new location where the City has designated as a stop intersection, to be added to the Traffic Code – Schedule VII, Table VII-A, as follows:

**Schedule VII: Stop Intersections**

**Table VII-A. Stop Intersections**

<b>Stop Street</b>	<b>Cross Street</b>	<b>Stops</b>
<b>Milan Avenue</b>	<b>Mendell Drive</b>	

\* \* \*

**Section 3.** This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of the sections revised by this amendment nor bar the prosecution for any such violation.

**Section 4.** Any person, firm or corporation violating any of the provisions of this ordinance shall be punished in accordance with the provisions of the University City Municipal Code.

**Section 5.** This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

DRAFT



## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

### CITY OF UNIVERSITY CITY MINUTES OF THE TRAFFIC COMMISSION June 14, 2017

At the Traffic Commission meeting of University City held in the Heman Park Community Center, on Wednesday, June 14, 2017, Chairman Jeff Hales called the meeting to order at 6:32 p.m. In addition to Chairman Hales, the following members of the commission were present:

- Curtis Tunstall
- Jeff Zornes
- Bart Stewart

Also in attendance:

- Errol Tate(non-voting member – Public Works Liaison)
- Sinan Alpaslan (Public Works Director)
- Councilmember Bwayne Smotherson (non-voting member—Council Liaison)

Absent:

- Sergeant Shawn Whitley (non-voting member – Police Department Liaison)
- Eva Creer (resigned from commission - 5/2017)
- Jeffrey Mishkin (excused)
- Derek Helderman (excused)

#### 3. Approval of Agenda

Commissioner Zornes moved to approve the agenda and was seconded by Commissioner Tunstall. The motion carried unanimously.

#### 4. Approval of the Minutes

##### A. April 12, 2017 Minutes

Commissioner Zornes made a motion to approve the minutes of the April 12, 2017 meeting and was seconded by Commissioner Tunstall. The motion carried unanimously.

#### 5. Agenda Items

##### a. Bicycles in the Loop

Mr. Tate presented the challenges presented to bicyclists by the trolley tracks on Delmar and identified several areas for proposed improved signage. Mr. Tate stated that staff had researched other cities such as Kansas City and Atlanta which have implemented alternate bike routes, bike lanes going against traffic and in some cases allowing bicycles to go on widened sidewalks which he indicated was not a possibility in the Loop. He stated the staff would not like to remove bicycles from the Loop area and indicated that any help from the Traffic Commission would be greatly appreciated.



## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

Chairman Hales reminded commission members that staff is again recording commission meetings and the audio of the meeting will be posted on the city website. Chairman Hales then asked whether the expenses for additional signage would be paid by the city or the Loop Trolley Company. Mr. Tate indicated that the additional signage would most likely be paid for by the City.

Mr. Alpaslan stated that a representative from the Loop Trolley company would be attending the meeting but was yet present at the meeting. He also stated that the city looked into the rubberized inserts for the rails and concluded that the city cannot install rubberized inserts on the Loop Trolley Company's trolley tracks and it would have to be done by the Loop Trolley Company because it's their operational infrastructure. He indicated that staff has not discussed the additional signage with the Loop Trolley Company to date and that he didn't know if the city could rely on the Loop Trolley Company providing the additional signage in the public right of ways.

Chairman Hales suggested that the first citizen speaker address the commission and then table discussion of the agenda item until after the final agenda item for the evening. Chairman Hales called on citizen Sarah Hanly to address the commission.

Sarah Hanly (7050 Washington Ave) addressed the commission and stated that she is a volunteer for Trailnet as a Bike/Walk ambassador with a focus on University City. She stated that the residents of University City had been disproportionately affected by the trolley. She emphasized that she does not believe that the burden of the solutions related to the bicycles and the trolley should be put on the taxpayers of University City since there is a Loop Trolley Transportation District that collects sales tax revenue. She stated that tracks have always presented a challenge to bicyclists, but the tracks in University City present unique challenges because the tracks shift from the middle of the lanes to the side of the road, creating conflict points with cyclists. She stated that a group of concerned citizens had a conversation on social media and got together to meet and discuss the hazards posed by the tracks and possible solutions. She presented 3 possible solutions and suggestions: 1. Improved signage at all cyclist entry points to Delmar and pavement markings to warn cyclists of the shifting tracks, 2. Improved collection of crash data and the encouragement of cyclists to report crashes to the police or on the website bikemax.com, 3. They would the city to find a solution to the hazards presented to cyclists by the tracks, such as Velostrail rubber inserts for the tracks. She indicated another option would be to develop alternate routes, such as Loop North, Enright, with signage and wayfinding for cyclists. It may require the cooperation with University City, St. Louis City and Washington University to address the challenges with alternate routes at the east and west ends of the alternate route. She indicated that the Loop Trolley Company should take responsibility for finding and paying for solutions to improve bicycle safety in the Loop.

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## Traffic Commission

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8560, Fax: (314) 862-0694

Chairman Hales asked the commission if they preferred to continue discussing or table the discussion until later in the meeting. Commissioner Zornes made a motion to table discussion of the Bicycles in the Loop agenda item until after the representative from the Loop Trolley Company arrived. The motion was seconded by Commissioner Tunstall and carried unanimously.

### **b. Braddock Avenue Speeding**

Mr. Tate introduced a traffic request from Councilmember Bwayne Smotherson regarding speeding on Braddock Ave. The police have reported 7 accidents in the last 3 years and requested a recommendation to conduct a speed study in that area and recommended that 3 new speed limit signs be installed.

Councilmember Smotherson stated that Braddock is a wider street and used as a cut-through between 82<sup>nd</sup> and Woodson and Canton as an east-west route alternative to Olive Blvd.

Chairman Hales asked if the speed limit signs are currently installed where they should be. Mr. Tate stated that there were not enough speed limit signs on Braddock. Chairman Hales stated that the commission didn't have the purview to authorize any expenditure of funds for an engineer and traffic study, but he stated that he felt that if staff believes there is a need to deploy a speed trailer and install additional speed limit signs, then they should do so.

Mr. Alpaslan stated he would recommend deploying the speed trailer and consulting with the Streets Department for additional solutions. Long term, there are additional considerations such as a solar powered permanent radar sign and additional traffic calming measures such as raised crossings and temporary mockup solutions to channelize traffic.

Chairman Hales stated that he believed that enforcement has the greatest effect for traffic calming.

Ms. Hanly asked to speak and Chairman Hales asked Ms. Hanly to address the commission. She stated that as a volunteer for Trailnet, she could provide their traffic calming kit and information to staff and the commission. Chairman Hales suggested that Ms. Hanly provide that information to Mr. Tate or Mr. Aspaslan to be shared at a future meeting.

Commissioner Zornes asked if the needed to approve anything on this agenda item. Chairman Hales agreed that no action was needed for staff to deploy the speed trailer and conduct a study as well as install additional speed limit signs, but that the results from the speed trailer would be



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something the commission should review when completed. No action was taken by the commission.

### c. 1352 Coolidge Avenue Parking

Mr. Tate presented a request from Kevin Carter of 1352 Coolidge Dr. Mr. Carter was requesting signage be placed where the sidewalk ramp meets the street to prevent cars from parking in front of and on the sidewalk at that location.

Citizen Kevin Carter (1352 Coolidge Dr.) described the problem as being related to one neighbor who regularly parks in front of the sidewalk ramp or on the sidewalk blocking access to the sidewalk which leads to a school. He stated that as a result, people have to walk through his yard to get to the sidewalk and that he has asked the neighbor to stop parking there. He said he believed that if a sign were posted and the car was to be ticketed or towed, it would solve the problem and he would be very grateful.

Commissioner Zornes asked if there was a no parking sign at that location. Mr. Carter stated that there was not and described how the car is parked blocking the sidewalk ramp to the street.

Chairman Hales asked Mr. Alpaslan there is anything in the code that already prohibits parking in front of the sidewalk. Mr. Alpaslan stated that the code already prohibits parking in front of an intersection and parking on the sidewalk. Chairman Hales asked if Mr. Alpaslan believed there would be any value in pavement markings or partial pavement markings where the sidewalk ramp meets the street. Mr. Alpaslan stated that would be helpful.

Commissioner Tunstall thanked Mr. Carter for his concern for children using this sidewalk.

Mr. Alpaslan stated that staff can install signs and notify the Police Department for enforcement.

Chairman Hales stated that he believed there were two issues, parking in front of the sidewalk and parking on the sidewalk. He thought posting a sign that states "no parking on the sidewalk" seemed like a silly sign to have to post and they could be posted all over the city. Mr. Tate responded that all that would be needed would be no parking signs in front of the sidewalk ramp.

Mr. Alpaslan stated he believed the signs could be erected without changing the traffic code and taking it to the city council. Chairman Hales stated he believed that would be a much faster process for Mr. Carter and wouldn't require the city attorney to draft an ordinance. Mr. Alpaslan stated he would





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look into it and bring it back to the commission if there was a problem and an ordinance was to be required.

### d. 7340 Ahern Ave. Parking

Mr. Tate presented a traffic request from Dorothy Tillman of 7340 Ahern Dr. He indicated that Ms. Tillman is elderly and has difficulty parking in front of her home because other cars are parked in front of her house and she has the only house that does not have a driveway or garage. She had requested that something be done to protect her ability to park in front of her own home. Mr. Tate asked the commission for a solution for Ms. Tillman's parking situation. He suggested to her an ADA parking permit, but she declined and was not in attendance at the meeting.

Commissioner Tunstall confirmed with Mr. Tate that he suggested the ADA permit and she declined.

Commissioner Stewart asked what the qualifications were for a residential parking permit. Mr. Tate stated that the requirements are that the homes are within a two block radius of a school, university, or commercial area.

Chairman Hales recalled a similar situation where the commission was asked to prohibit parking behind a woman's driveway, similarly for one person. In that instance, the neighbors were all in agreement. He stated that requests for individual accommodations are difficult requests and his understanding is that staff was not supportive of establishing reserved spacing on an individual basis.

Commissioner Stewart asked if Ms. Tillman indicated why she declined the ADA parking solution. Mr. Tate stated she did not and he would be willing to discuss the ADA option with her again.

Commissioner Zornes agreed with Chairman Hales that the commission should not establish reserved parking in front of individual homes and believed that the ADA reserved parking appears to be the only tool the commission has to address her concern.

Chairman Hales stated he would prefer that this request be brought back to the commission after another discussion with Ms. Tillman about the ADA parking option and indicated that he believed Mr. Tate was on the right track with that as the best solution.

Councilmember Smotherson suggested that Councilmember Carr speak with Ms. Tillman as well. Commissioner Tunstall agreed that it may be a good idea for Councilmember Carr to speak with Ms. Tillman. No further action was taken.



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### e. 1500 Block of Mendell Dr. Stop Sign and Speeding

Mr. Tate presented a request from citizen Craig Hughes of 1523 Mendell about concerns over speeding and traffic. Mr. Tate presented staff's recommendation that a stop sign be installed at Mendell Drive and Milan Avenue replacing a yield sign, as well as new speed limit signs, and deployment of the speed trailer. He indicated that the Mr. Hughes' request for speed bumps at this location was not feasible.

Citizen Craig Hughes (1523 Mendell Dr.), President of the Big Dell Block Unit, addressed the commission outlining his request, including a stop bar pavement marking as well as a yellow line at the intersection, as well as crosswalk pavement markings. He also stated this was needed at Mendell at Wayne and Mendell at Canton because Mendell is used a cut-through. He also asked for replacement stop signs to replace old faded stop signs. He provided the commissioners with a schematic of how he would like the intersections to be marked. He also indicated that these intersections are also where school buses stop and the additional markings would improve safety for children. He also stated that he did some research and found a neighborhood where speed-dips were implemented to slow the traffic.

Chairman Hales asked if the crosswalks used to be marked. Mr. Hughes stated that prior to resurfacing in the 1990s there were crosswalk markings at Wayne and Mendell. Chairman Hales asked how close the three proposed intersections were to the school. Mr. Hughes indicated the school was to the west of Mendell Dr. He also asked that additional signage be installed for "children playing", "no loud music" and "neighborhood watch" for the residents of the neighborhood and cited their main concern is for the safety of the children and residents.

stated that he was very familiar with this area and that Mendell is used as a cut-through between 82<sup>nd</sup> and North and South Rd.

Commissioner Tunstall thanked Mr. Hughes for his intricate schematic presented to the commission.

Commissioner Stewart expressed concern that the petition signed by residents did not specify that they were signing in support of the request, but recognized the concerns raised by the petitioner.

Ms. Hanly asked to address the commission and asked if raised intersections could be implemented. Mr. Alpaslan stated that is something that could be done and has been implemented before, but there are budgetary constraints.

Chairman Hales indicated that he understood Commissioner Stewart's concern about the petition but stated that a petition was not necessary for a citizen to bring a safety concern related to traffic to the Traffic Commission. 5 - 9



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Chairman Hales reviewed the recommendations of staff with the commission. Chairman Hales mentioned the recent study being done relating to the review of school zone areas and suggested that crosswalk markings should be considered to be included in school zone areas.

Chairman Hales asked staff if they had any comment on the proposed pavement markings. Mr. Tate stated that staff would consider all of the requests for pavement markings.

Commissioner Stewart asked if the commission could make a recommendation in support of the staff recommendation at this time and evaluate the effectiveness of the implemented changes at a later date.

Chairman Hales suggested that a number of the recommendations are not necessarily issues that require action of the commission since it can be implemented under the existing code.

Commissioner Stewart made a motion to approve the recommendations as presented by staff and was seconded by Commissioner Zornes. The motion passed unanimously.

### **f. 7100 Block of Lindell Blvd Residential Parking Permit**

Mr. Tate presented the request from Lori and Jim Messina for a Residential Parking Permit plan for the 7100 block of Lindell.

Chairman Hales stated that the commission was very familiar with this area and the residential parking permit in the area as well as the parking issues related to Washington University, commercial, and Metrolink.

Ms. Lori Messina of 7108 Lindell asked the commission if she needed to speak to the commission. Chairman Hales informed her that she was not required to speak and that this request was very straightforward and that the commission would need to determine the affected area for a petition for a Residential Parking Permit plan which would likely be the 75% of all of the property owners in the 7100 block of Lindell. Ms. Messina stated that the streets all around them already have residential parking permit plans in place and that her request also includes the block of Asbury between Lindell and Forsyth. She stated that she already had obtained signature for the residents on Lindell and Asbury.

Chairman Hales stated that he felt that procedurally that the petition should come from the city documenting precisely the proposed area and households.



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Cheryl Adelstein from Washington University spoke to the commission and clarified that she had been assisting Ms. Messina and that the signatures collected thus far were on post cards mailed back showing interest in residential parking and that a petition had not yet been circulated. Chairman Hales thanked Ms. Adelstein for her clarification.

Commissioner Zornes made a motion to issue a residential parking permit petition for the 7100 block of Lindell and the block of Asbury between Lindell and Forsyth with an affected area including the properties of 7100- 7200 on the south side of Lindell and 7101-7157 on the north side of Lindell as well as 7199 and 7201 Forsyth. Commissioner Tunstall seconded the motion. The motion passed unanimously.

### **g. 7200 Block of Lindell Blvd. Residential Parking Permit**

Mr. Tate presented the Residential Parking Permit request from Cecelia Hanan Reyes and William Acree of 7244 Lindell. The request was for a residential parking permit plan for about 2/3 of the block.

Ms. Cecelia Hanan Reyes (7244 Lindell) addressed the commission and cited the challenge with their block becoming rental properties and multi-family on the western end of the block. She indicated that as she knocked on doors, she found that most of the residents at the end of the 7200 block were renters. She stated that she feels badly for residents of the 7300 block because they have to deal with parking from the nearby Metrolink as well as businesses and Washington University and Centene.

Commissioner Stewart asked staff how the signage would work for a partial block. Mr. Tate stated the signs would be placed in front of the affected area. He stated the challenge is that the multi-family properties on the block are not owner occupied and making it very difficult to obtain signatures from the property owners.

Commissioner Zornes asked if staff was recommending the permit be implemented from 7200-7250 Lindell. Mr. Tate confirmed.

Ms. Reyes stated that many of the renters would also like to be included in the residential parking permit area. Chairman Hales clarified that the code requires the signatures must come from the property owners of the affected properties which has presented a challenge for residents who have sought parking permits in the multi-family block of Forsyth as well.

Commissioner Zornes asked if the petitioner had gone through the same process with Ms. Adelstein as was done in the 7100 block.

Chairman Hales stated that he believed this request is more challenging. He stated that the commission has had a lot of experience with the parking issues - 11



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and implementing residential permit parking on Forsyth and he understood Northmoor was going to be seeking a petition at the next commission meeting. He indicated that the commission has also spent a considerable amount of time considering the impact of the Centene Development in this area as well. He stated in his almost 4 years on the commission, one of the concerns that the commission has had in the past is splitting a block up for a residential parking petition. More recently, he stated that the commission has expressed concerns that some of the recent parking restrictions implemented on Forsyth have pushed the parking issues down the street. He stated that he is totally in agreement with the need for residential parking on this block, but believes there is also a need beyond the boundary listed in front of the duplexes and apartments and that the commission and staff needs to come up with a solution to accommodate residential parking permit plans in multifamily areas. His concern is that the implementation as recommended by staff will push the parking problem further west down the block and he doesn't see that the parking issues are going to get any better with the Centene Development proceeding. He stated he would like to know that the staff and commission are committed to addressing the issue of residential parking permits in multifamily areas.

Commissioner Zornes agreed that the commission needs to find a solution for multi-family streets, but stated that the commission had a request and recommendation from staff in front of it. He stated he believed that the commission should approve the request. Commissioner Zornes asked what the commission can do to address the problem and suggested that staff come back to the commission with a solution to establish residential parking permit plans for multi-family streets with renters.

Chairman Hales stated he would be agreeable if staff was in agreement and committed to finding a residential parking permit solution to multi-family streets.

Commissioner Zornes made a motion to accept staff's recommendation and request a residential parking permit petition for the partial block of Lindell between Asbury and 7254 Lindell with the affected properties including 7200-7254 Lindell Ave with the understanding that staff will come back to the commission with a proposed residential parking solution for the remaining blocks of Lindell terminating at Forsyth. The motion was seconded by Commissioner Stewart and unanimously approved.

### **h. North and South Road Resurfacing and Striping**

Mr. Tate presented an update from St. Louis County about the proposed resurfacing and restriping of North and South Rd. from Delmar to Olive Blvd. The restriped road is planned to be 3 lanes instead of 4 with a center turn lane and removing parking.





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Chairman Hales stated that he believed that as part of this project that the city should lean on the County to install a solar signalized crosswalk at Gannon and North and South.

Ms. Hanly requested to address the commission. She stated that North and South is on the East/West Gateway bike plan and is a street that needs more analysis. She checked with the last traffic count from 2006 which showed that the traffic counts were very low for the type of street that it is and questioned the need for a center turn lane. She also stated that she thought a bicycle lane should be included and communicated that to St. Louis County and was told that the project is primarily to bring the streets and sidewalks up to ADA standards and that county does not have a right of way to install sidewalks between Olive and Delmar. She encouraged the City and Traffic Commission to encourage St. Louis County to see if our streets can better meet the needs of our citizens.

Chairman Hales inquired about right-of-ways for sidewalks. Mr. Alpaslan stated that the construction of sidewalks would require the agreement of residents public buy-in is challenging.

Chairman Hales asked if there was a timeline for this project and if the commission could be provided with further details and a more readable diagram.

Chairman Hales stated that he had one speaker request for a non-agenda item and asked Mr. Lee Meyer from 8350 Gannon Ave. to speak about a non-agenda item. Mr. Meyer spoke to the commission about speeding on Gannon bypassing the stop-lights on Delmar from Oakbrook to North and South. He stated that there are many Orthodox Jewish residents who regularly walk to Synagogue and the streets have a lot of foot traffic. He believes that traffic regularly drives down Gannon at speeds in excess of 40mph and is hoping that that the traffic commission can help find a solution to the problem.

### **a. Bicycles in the Loop – Continued Discussion**

With Mr. Kevin Barbeau, executive director of the Loop Trolley Company in attendance, Commissioner Zornes suggested that he hear the points made by Ms. Sarah Hanly at the beginning of the meeting. Chairman Hales summarized the concerns and proposed solutions provided by Ms. Hanley.

Kevin Barbeau (5450 Eichelberger Ave., St. Louis City) addressed the commission. He stated that the Trolley Company is looking for ways to better identify and mark the trolley tracks and alternate bicycle routes. He stated he supports cyclists' rights to use the streets and stated that the trolley project was designed "for you", approved and built based on previously reviewed drawings as a navigable course for all users of the street, vehicles, bicyclists and the trolley. He stated he was aware about the discussion about



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rubberized inserts for the tracks, but indicated the technology is not there yet. Ms. Hanley asked if he had heard about Velostrail. Mr. Barbeau stated he had not and would look into it. His understanding is that the rubberized inserts are prone to deterioration and can come out of the tracks causing a hazard. Mr. Barbeau stated the Trolley Company's goal is to run a system that accepts bicycles and they don't want one form of alternative transit to push another form of alternative transit off of the street. He stated that the Trolley Company will work with the City of University City to determine what options small and slightly larger than small are available to address and implement.

Commissioner Zornes asked staff what the city would require of the Trolley Company. Mr. Tate stated assistance with signage and awareness. Commissioner Zornes stated that he understands the issue with additional signage to alert people to the hazards of the track but the Trolley Company owns the track and if people continue to get hurt, who is liable for those accidents? Commissioner Zornes asked if the City can direct the Trolley Company to address and pay for the safety concerns related to the tracks. Mr. Alpaslan stated that the Trolley Company has a Conditional Use Permit to comply with as well as a Right of Way permit. Both permits are still open. Under these permits, Mr. Alpaslan stated the City can look for ways to solve the problems before the system starts its operation.

Chairman Hales stated that he completely agreed with Ms. Hanly's suggestion for signage at all entry points to Delmar. He stated that the subject of bicycle safety and trolley tracks has been a very large subject on social media following a Riverfront Times article that suggested that the Traffic Commission was intent on banning bicycles from the Delmar Loop when the commission had never discussed it. Chairman Hales stated that the tracks are now in and we now have a problem, a problem which could have been foreseen. Commissioner Zornes stated that we are we are now and the problems need to be fixed.

Commissioner Tunstall told Ms. Hanly that he feels her frustration. He stated that the focus of the Trolley Company has been on their startup date and the issue of bicycles and the trolley should have been considered during the design and construction.

Mr. Barbeau stated that the emphasis of the Trolley Company remains on providing safe passage for bicycles, pedestrians and vehicles.

Chairman Hales stated that he wanted people to understand that both the City's Bike/Walk plan and the Trolley Design came before the commission in late 2012. He stated he read back through the minutes from that time and found there was an astonishing disconnect between the two issues. He agreed with Commissioner Zornes about the addressing the problem, but as a - 14





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commission, there is a new staff liaison, a new council liaison, a new director of public works, and there were no current commission members who served on the commission at that time. He stated that the commission was asked to make a recommendation on proposed additional signage and his question to Mr. Alpaslan, while it's not the purview of the Traffic Commission, is who will be paying for the additional signage relating to bicycle safety and the trolley tracks because he believes those expenses should be borne by the Loop Trolley Company. Chairman Hales asked Mr. Barbeau if he had seen the proposed additional signage and locations indicating where the track narrows at the various platforms. Mr. Barbeau had not.

Chairman Hales asked what the space was between the track and the platform. Commissioner Stewart stated it was about 6 inches. Chairman Hales asked staff if staff believes it's feasible for a bicycle to travel in that area and stated he's never seen a bike lane narrower than about 4 feet wide.

Mr. Alpaslan stated that the signage is to raise awareness for the hazardous condition of the tracks and suggested additional pavement markings and reflectorized tags on the rails.

Commissioner Zornes stated that he believes that the commission does not want people to think that the commission does not want bicycles in the Loop. He asked whose liability is it if a cyclist is injured.

Mr. Barbeau stated that the Trolley Company has fielded injury reports from the police which were sent to their insurance company and his understanding is that no payouts had been made on those claims. He stated that those claims would continue to be filtered from the city to the Loop Trolley Company's insurance company. He stated that when accidents happen, one of Loop Trolley Company's tasks is a visual review of the incident and area and sending that information to the insurance company.

Mr. Barbeau asked Mr. Alpaslan if the purpose of the signs was not to encourage cyclists to ride between the cars and the parking lane but to let people know if they are that they are running out of room. Mr. Alpaslan confirmed. He stated that in the street running portion of the alignment, bicycles have the same rights to the street. He stated that bicycles could use the inside of the track and the rails as their guideposts. He suggested hash marks placed on the street indicating where the track moves to the right for the platform. He recognized that the change of course of the track presents a danger to cyclists.

Chairman Hales asked Mr. Barbeau if he suggesting that bicycles use the space between the rails as a bicycle lane. Mr. Barbeau confirmed. Chairman Hales stated that the problem with that is that bicycles have to obey the rules of the road. He stated that as you take the track east at Westgate, the track - 15



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moves into the left turn lane and will proceed through the intersection, east on Delmar while through traffic would be sitting presumably at a red light and traffic turning left would presumably be turning left at the same time. Chairman Hales asked Mr. Barbeau if bicycles should run the red light and follow the trolley at that intersection. Mr. Barbeau said that he would hope not. Chairman Hales stated that if a cyclist is supposed to intuitively follow the trolley, at what point does the cyclist safely cross the intersection if traffic has a red light? He stated that Mr. Barbeau indicated that he wants bicycles on Delmar and asked him where he wants them to go? Mr. Barbeau stated that you don't want the bicycles to be in the turn lane and the cyclist will have to jump the track. Chairman Hales stated that he feels like the commission now has to solve a problem that should have been solved 5 years ago and he's not sure how to achieve a suitable result for everyone. Chairman Hales also stated that he was recently in New Orleans where there are transit platforms on the side of the road and the bike lanes go through or up and over those platforms. He stated that he didn't understand why that wasn't considered, if it was considered and questioned whether that type of design could be retrofitted as a possible solution. He indicated that he believed cyclists are most likely to want to ride on the right side of the track.

The commission discussed alternative routes again, but it was noted that there is no through route east to west.

Commissioner Zornes addressed Mr. Barbeau and stated that he believed Mr. Barbeau wants to have a safe system with people driving, walking and riding bikes. He stated he believe Ms. Hanley made some good suggestions and urged Mr. Barbeau think about how to create a process to work together to find a solution, because there is an issue now and we need to work together to fix it. Mr. Barbeau stated that Loop Trolley Company is eager to work with University City and local bicycle advocacy groups and concerned citizens on the issue. Mr. Barbeau stated he would have to go back to the construction side to see if there is an option for amending the platforms. Commissioner Zornes clarified and stated that he believes Mr. Barbeau needs to work with city staff to find solutions to the problem.

Commissioner Stewart asked if the City of St. Louis is not experiencing these problems because the track is moved to the middle of the street and a single track. Mr. Barbeau confirmed and also stated that the eastern track is also a protected right-of-way.

Commissioner Zornes again stated that he believed Mr. Barbeau needed to get his team and get together with staff and get on bicycles at the western most part of the track and ride down Delmar to Skinker to figure out how to fix it. He stated that he believed if their group worked with city staff, there's probably a solution and that this is one step in a continuum of things that need to happen. Commissioner Zornes asked if staff would like the commission to



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proceed with the recommendation of additional signs or table the issue to further study and bring back to the commission. Chairman Hales asked if action of the commission to add additional safety-related signs required action from the commission since it would not require an ordinance. Mr. Alpaslan stated that a comprehensive solution is needed and that safety related signage would probably not require an ordinance. He also stated that most signage on Delmar is related to vehicles and there are many signs and the challenge is to have signs that bicyclists will notice.

Commissioner Stewart asked about implementing pavement markings. Mr. Alpaslan stated that pavement markings are enhancements but are not codified. He also stated that they did not know if anything could be placed on the rail itself.

Commissioner Zornes stated that he believed the commission was asked for input and a lot of good input was created. He suggested that perhaps Velostrail was not needed everywhere but just in the troublesome areas and suggested that Loop Trolley Company representatives and staff need to take a comprehensive look at the issue.

Commissioner Stewart asked Mr. Barbeau if he would make commitment to look into Velostrail. Mr. Barbeau stated he would look into it.

Chairman Hales agreed with the comments of Commissioner Zornes and Mr. Barbeau and stated that as someone who was not on the commission 5 years ago, it is incredibly frustrating because at some point the City signed off on the trolley plans, but said he didn't know that the city necessarily signed off on the level of hazard that has been created. He stated that he hopes that the Loop Trolley Company has a significant commitment to addressing these problems because this is their project and these are the consequences of it, and while it may have been signed off by the city, but surely they must have considered the issue of bicycles at that time.

Ms. Hanly asked to speak. She stated that she was on the Bike/Walk task force and they asked to get information from the Loop Trolley Company and were unable to get information. Mr. Barbeau stated he would look back through his records of the discussion and considerations given to bicycles. Chairman Hales asked that that information be provided to staff.

Commissioner Stewart asked about the bump at the west end of the trolley by the library and asked if reflective pylons could be placed on the curb separating the track from the road. Mr. Barbeau indicated he would check and see. Chairman Hales stated that he's seen cars pull into the area that is the trolley stop in front of the library. He stated that he thinks that area is confusing to motorists because drivers are used to seeing the yellow line on the road to the left and at that point, there is a yellow light to the left and a



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yellow curb dividing the street from the trolley stop. Commissioner Stewart confirmed that he has also seen motorists turn from Kingsland onto Delmar and into the trolley stop.

Commissioner Tunstall asked when the startup date. Mr. Barbeau stated that it was dependent on the delivery of the third car. He stated their most recent communication was that they were waiting on a critical piece for the 3<sup>rd</sup> car to be delivered from Germany in July and expected delivery of the third car in mid-to-late September. He indicated that the Loop Trolley Company was talking to the FTA about allowing them to start service prior to receiving the third car, but they have been previously been told they need three to begin operations.

Mr. Barbeau stated that the trolley would run at the speed of traffic when it begins operation and that it would be likely that 15 mph would be the maximum. Chairman Hales asked if there is a standard for distance between the trolley and vehicle or a bicycle. He asked if there was a policy or federal guidelines related to speed and distance. Mr. Barbeau stated that he did not have the answer to the question but would check on it. Chairman Hales asked if that information could be shared with staff and believed that there should be some type of policy to that effect.

### **6. Council Liaison Report**

did not have a report, but asked Mr. Tate if he had spoken to County Councilwoman Hazel Erby and thought it would be better if it had a bicycle lane rather than a center turn lane. Chairman Hales also asked if the city could inquire about the recent county traffic counting study on North and South Rd.

### **7. Miscellaneous Business**

Chairman Hales reported that Northmoor Drive will be coming to the commission requesting a residential parking permit plan at the July meeting.

### **8. Adjournment.**

Commissioner Tunstall made a motion to adjourn the meeting and was seconded by Commissioner Stewart. The motion unanimously carried and the meeting was adjourned at 9:02 pm.

Minutes prepared by Jeff Hales, Traffic Commission Chairman & Secretary



## STAFF REPORT

MEETING DATE: June 14, 2017  
APPLICANT: Craig Hughes – 1523 Mendell Drive  
Location: 1500 Block of Mendell Drive and Millan Avenue  
Request: Stop Sign Installation  
Attachments: Traffic Request Form

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### Existing Conditions:

#### Raymond Ave and Melrose Ave intersection – Stop signs location request



Currently there is a yield sign on Millan Ave at Mendell Dr (westbound only), and no stop signs on Mendell Dr.

The University City Police Department will provide accidents reported for the last 3 years at the time of the meeting. Mendell Dr. and Millan Ave. speed limit is 25 MPH.

### Request(s):

Install a stop sign on Millan Ave at Mendell Dr.  
New speed Limit Signs  
Deploy speed trailer  
Speed bumps in 1500 Block of Mendell

**Conclusion/Recommendation:**

Due to the speeding and through traffic of the intersection, it is recommended to install a Stop sign on Millan Ave at Mendell Ave, as requested. An additional plaque "Cross traffic does not stop" should be added. The Yield sign located on Millan Ave will be replaced with the new stop sign. The city will have the signage updated, arrange for the deployment of the speed radar trailer and request patrol presence of the police department. We will not recommend the installation of speed bumps due to the hazard for emergency vehicles.

## RESOLUTION 2017 - 16

**WHEREAS**, on August 11, 2017, white nationalists gathered in Charlottesville, Virginia in a “Unite the Right” march organized in opposition to a plan by local officials to remove a statue of Robert E. Lee, the Confederacy’s top general, from a park in Charlottesville; and

**WHEREAS**, the marchers were met by counter protestors; and

**WHEREAS**, rioting broke out and 32-year-old Heather Heyer was killed by a car driven by a 20-year-old Ohio man who has been charged with second degree murder, and two state troopers were killed when monitoring the situation from a helicopter overhead; and

**WHEREAS**, the City Council and the people of University City strongly condemn white nationalism, anti-Semitism and any and all other belief systems which attempt, in any fashion, to place one racial or ethnic group in a position superior to others; and

**WHEREAS**, the City of University City has long prided itself on the diversity of this community; and

**WHEREAS**, the people of University City understand that we must remain vigilant so that the hatred and anger that erupted in Charlottesville, Virginia on August 11, 2017 never find a footing in our community; and

**WHEREAS**, the people of University City accept that there exists in our community differences of opinion on a variety of subjects.

**NOW THEREFORE BE IT RESOLVED**, the City Council of University City, on behalf of the people of University City, condemn the message of white nationalism, while encouraging on-going, respectful and honest conversations among the people of University City on issues that could divide our community now and in the future.

PASSED AND RESOLVED THIS 11<sup>th</sup> DAY OF September, 2017.

\_\_\_\_\_  
Shelley Welsch, Mayor

Attest: \_\_\_\_\_  
Interim City Clerk







## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Flood Mitigation Assistance Grant – Voluntary Buyout

**AGENDA SECTION:** New Business

**CAN THIS ITEM BE RESCHEDULED?:** Yes

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**BACKGROUND:** The City of University City received grant funds through the Department of Homeland Security and Federal Emergency Management Agency's (FEMA) Flood Mitigation Assistance (FMA) Program for the acquisition and demolition of severe repetitive loss (SRL) residential/multifamily property located on Hafner Ct. Specifically, \$3,331,000.00 in Federal funds is granted for the completion of the FY 2016 FMA/SRL Voluntary Flood Buyout Project, which is 100% of the project cost estimate. The City is not responsible for any funding on this project unless the project exceeds the award amount. The City has executed FEMA's Flood Mitigation Assistance Program Funding Approval and Grant Agreement forms. The City has agreed to accept responsibility for adherence to all grant requirements.

The City is required as part of the Flood Mitigation Assistance Program to adopt a Voluntary Flood Buyout Policy, in order to proceed with the buyout process. The City's FY 2016 FMA/SRL Voluntary Flood Buyout Policy is attached in Exhibit A. A Resolution adopting the FY 2016 FMA/SRL Buyout Policy is also attached.

**RECOMMENDATION:** It is recommended that the City Council adopt the Resolution establishing a Voluntary Buyout Policy for the FY 2016 FMA/SRL Buyout.

**ATTACHMENTS:**

1. A Resolution Establishing a Voluntary Flood Buyout Policy for the FY 2016 FMA/SRL Buyout
2. Exhibit A: FY 2016 FMA/SRL Voluntary Flood Buyout Policy



**RESOLUTION 2017 - 17**

**A RESOLUTION ESTABLISHING A VOLUNTARY FLOOD BUYOUT POLICY  
FOR THE CITY OF UNIVERSITY CITY, MISSOURI  
FY 2016 FMA/SRL VOLUNTARY FLOOD BUYOUT PROJECT**

**BE IT RESOLVED BY THE CITY COUNCIL OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:**

**Section 1.** The Federal Emergency Management Agency (FEMA) has approved grant funding through the Flood Mitigation Assistance (FMA) Program for the acquisition and demolition of flood-prone multifamily properties located on Hafner Ct. Specifically, \$3,331,000.00 in Federal funds is granted for the completion of the FY 2016 FMA/SRL Voluntary Flood Buyout Project (the 2016 FMA/SRL Project). The City has executed FEMA's Flood Mitigation Assistance Program Funding Approval and Grant Agreement forms. The City has agreed to accept responsibility for adherence to all grant requirements.

**Section 2.** The City is required by FEMA to adopt a Voluntary Flood Buyout Policy. The City's FY 2016 FMA/SRL Voluntary Flood Buyout Policy (the "2016 FMA/SRL Policy") is hereby approved in substantially the form attached hereto as **Exhibit A**.

**Section 3.** Representatives of the City are hereby authorized to use such policies in connection with the acquisition and demolition of the multifamily property on Hafner Ct.

**Section 4.** The City does hereby provide the necessary assurance that restrictive covenants shall be conveyed in the deed to any property the City acquires through FEMA's Flood Mitigation Assistance Program, as follows: 1) The property shall be dedicated and maintained in perpetuity for uses compatible with open space, recreational, or wetlands management practices; 2) No new structure(s) will be built on the property, except as approved under Title 44 of the Code of Federal Regulations, Section 206.434(d) (44CFR206.434(d)); and, 3) After completion of the project, no application for additional disaster assistance will be made for any purpose with respect to the property to any federal entity or source, and no federal entity or source will provide such assistance.

**Section 5.** Only property meeting the following requirements are eligible to participate in the Hafner Ct. Buyout Project: The property must be listed in the original buyout application submitted to FEMA or later officially amended to the buyout by both the Missouri State Emergency Management Agency (SEMA) and FEMA.

**Section 6.** As required by SEMA, any changes and additions to the 2016 FMA/SRL Policy will be reviewed by an advisory committee consisting of representatives from SEMA and the City Council. In the event of disputes, differences of interpretation, or disagreements over the guidelines, the decision of the City, acting by and through the City Council, shall be final and in all cases shall be the determining factor, after consultation with SEMA.

**Section 7.** The Mayor, the City Manager and other officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to carry out the 2016 FMA/SRL Project.

**Section 8.** This Resolution shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

Passed by the City Council and SIGNED by the Mayor of the City of University City, Missouri on the \_\_\_ day of \_\_\_\_, 2017.

(SEAL)

\_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_  
Interim City Clerk

# Exhibit A

## City of University City Voluntary Buyout Policy

The City of University City Council hereby adopts the City of University City Voluntary Flood Buyout Policy as follows:

### *Priorities of Buyout Program*

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1. Residential properties on the original application.
2. Residential properties added to the buyout will be given consideration based on:
  1. Frequency of inundation;
  2. Proximity to the creek; and
  3. Elevation

### *Open Space Assurance Statement*

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1. The City of University City, through adoption of this Policy does hereby provide the necessary assurance that all property acquired through the Hazard Mitigation Grant Program will be deed restricted, dedicated and maintained in perpetuity for uses outlined below in 44 CFR 206.434(e).

2. (e) *Property acquisitions and relocation requirements.* Property acquisitions and relocation projects for open space proposed for funding pursuant to a major disaster declared on or after December 3, 2007 must be implemented in accordance with part 80 of this chapter. For major disasters declared before December 3, 2007, a project involving property acquisition or the relocation of structures and individuals is eligible for assistance only if the applicant enters into an agreement with the FEMA Regional Administrator that provides assurances that:

(1) The following restrictive covenants shall be conveyed in the deed to any property acquired, accepted, or from which structures are removed (hereafter called in section (d) the property): (i) The property shall be dedicated and maintained in perpetuity for uses compatible with open space, recreational, or wetlands management practices; and (ii) No new structure(s) will be built on the property except as indicated below:

(A) A public facility that is open on all sides and functionally related to a designated open space or recreational use;

(B) A rest room; or

(C) A structure that is compatible with open space, recreational, or wetlands management usage and proper floodplain management policies and practices, which the Administrator approves in writing before the construction of the structure begins.

(iii) After completion of the project, no application for additional disaster assistance will be made for any purpose with respect to the property to any Federal entity or source, and no Federal entity or source will provide such assistance.

(2) In general, allowable open space, recreational, and wetland management uses include parks for outdoor recreational activities, nature reserves, cultivation, grazing, camping (except where adequate warning time is not available to allow evacuation), temporary storage in the open of

wheeled vehicles which are easily movable (except mobile homes), unimproved, previous parking lots, and buffer zones.

(3) Any structures built on the property according to paragraph (d)(1) of this section, shall be floodproofed or elevated to the Base Flood Elevation plus one foot of freeboard.

### ***General Eligibility Requirements***

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In general, to be eligible to participate in the City of University City flood buyout program, all conditions listed below must be met:

1. Property must be listed in the original buyout application submitted to the Federal Emergency Management Agency.

### ***General Buyout Policy***

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1. A residential buyout package must encompass no more than one (1) acre or less. Any survey fees will be paid for by the City with grant funds.
2. Garages and outbuildings must be located on the same property and be considered as a part of the residential package.
3. The City will conduct a title search to determine the rightful owner(s) of the property prior to making an offer to buy. The cost for the title search will be paid for by the City with grant funds.
4. If a title search is not conclusive regarding true ownership, it will be the sole responsibility of the reported property owner to prove ownership. The City will not pay for any legal costs necessary to prove ownership or provide clear title.
5. The title to the property must be clear of all liens before the city will take title to the property. If the lien amounts cannot be satisfied prior to the closing, all lien amounts due will be deducted from the buyout proceeds at the time of closing. If clear title cannot be provided by the property owner, the property will be withdrawn from the project.
6. All properties will be appraised by a State of Missouri board certified, licensed appraiser. This process is outlined in more detail on page 3. The cost for the appraisal will be paid for with grant funds.
7. All property owners must sign a statement recognizing that this program is voluntary and therefore are not entitled to any relocation assistance under the Uniform Relocation Assistance Act. By signing the statement, the property owners also indicate their understanding that the City will not invoke any power of eminent domain to take the property as part of the grant program, if the property owner chooses to withdraw from the project.
8. Property owners will be given two (2) weeks from the date of offer to decide if they will accept or reject the City's offer to purchase.

9. Property owners will be required to vacate the premises entirely prior to closing. All personal property remaining on or in the structure(s) will be considered public property after closing.
10. Property owners are not allowed to remove structural items from the home or any outbuildings after the appraisal is completed. If a property owner wishes to remove an item that would normally remain in a real estate transaction (for example, light fixtures, windows, doors, hot water heaters, furnace etc.) the appraisal must be reduced by the current market value of the removed item.
11. Once a property has been acquired by the City, any items within the structure must be disposed of in a public manner. The City may choose to remove usable items and store them until a public auction can be held or bids received by all interested citizens. **Or, salvage rights may be granted to the demolition contractor, in which case, citizens then would contact the demolition contractor if interested in select items.** Any Program Income generated by the project will be documented.
12. Current property owners are responsible for the property taxes on the structure from the first of the year through the date of the closing on a pro-rated basis.
13. Demolition costs and liability expenses for the buyout structure will be the responsibility of the City upon transfer of title. Until the title is transferred, the property owner remains solely responsible for the property.
14. No structure may be demolished until the Missouri State Office of Historic Preservation and the Federal Emergency Management Agency have determined that the property is not historically significant or that historically significant properties have been recorded and documented sufficiently to enable the city to demolish the structure.
15. The Date of Negotiations for the City of University City is the day the City provides written notification to potential buyout participants that grant funding **has been provided** to the City for a voluntary buyout program.

### ***Fair Market Value Determination***

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1. All offers to property owners will be based on the current fair market value established by a State of Missouri board certified, licensed appraiser minus any Duplication of Benefits.
2. The City, in compliance with local procurement procedures, will hire a State of Missouri board certified, licensed appraiser to complete the appraisals. The cost for the appraisal will be paid for by the grant funds.
3. The City's grant administrator will coordinate when the property will be appraised with each owner. The City encourages each property owner to be present during the site inspection by the appraiser to aid the appraiser in properly identifying property boundary lines and outbuildings etc.



4. If the property owner has an appraisal that was completed within the last twelve (12) months by a State of Missouri board certified, licensed appraiser, he/she may submit that appraisal to the City for review. (NOTE: property owners are not required to submit the appraisal.) If the City determines that the appraisal was completed in accordance with the City's buyout program guidelines, this appraisal may be used to establish the fair market value of the property. The City will not reimburse property owners for appraisal costs they incurred when this appraisal was completed.
5. The appraisal completed by the City is the official fair market value. If a property owner is in disagreement with the value indicated, he/she may hire a State of Missouri board certified, licensed appraiser, at his/her own expense, and provide an original appraisal to the City for review. The City will then forward both the City of University City and owner appraisal to the Missouri State Emergency Management Agency (SEMA). The State's independent licensed appraiser will review both appraisals and determine the final fair market value. The State's decision is final.
6. All property appraisals will be completed with the following special buyout provisions:
  - The current appraisal must clearly indicate the value of the entire buyout package **and**
    - 1) the value of the residential structure only
    - 2) the value of the underlying real property and outbuildings only
  - Appraisals will be based on comparable sales for properties located in a flood hazard area. If properties **not** located in a flood hazard area are used as comparable sales, a location adjustment must be reflected in the appraisal.
  - Property previously purchased by the City of University City as part of the flood buyout program may not be used as comparable sales for other buyout appraisals.
  - Rental property will be appraised on the sales comparison approach. In no event may rental property be acquired based on a market value established through the rental income approach.
7. All property appraisals (whether completed by the City's appraiser or submitted by a property owner) will be forwarded to the Missouri State Emergency Management Agency prior to an offer being made.

### ***Duplication of Benefits (DOBs)***

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Financial payments paid to homeowners for structural repairs to the flooded property will be deducted from the current appraisal if not used for the intended purpose. Each property owner participating in a FEMA flood buyout **must sign an affidavit** disclosing any benefits received from **any sources** in conjunction with the event leading to the buyout project.

Some examples when a DOB may occur include the following:

1. The property owner has received insurance, loans, repair grants, compensation in compliance with a court order, or other assistance available to them to help address damages to the structure regardless of whether such benefits were sought or received. This is because payment of full current fair market value (FMV) compensates the owner for the loss of value that has occurred;

2. Legal claims are appropriate or legal obligations arise in connection to the property that may provide a benefit to the property owner. Parties involved in pending legal disputes must take reasonable steps to recover benefits available to them;

3. Relocated tenants receive relocation assistance and rental assistance but have received payments for the same purpose as part of the disaster assistance provided by any agency or payments from any other source. Any buyout-related assistance provided to tenants must be reduced accordingly. However, tenant-related DOB deductions do not affect amounts available to the property owner.

Property owners who have an SBA loan will have to repay the loan or roll it over to a new property at closing as part of the settlement. Note, premiums paid for up to five years prior to the disaster event to the National Flood Insurance Program as reported by FEMA will be reimbursed where applicable.

When property owners retain receipts for any repairs made, the property owner may submit them through the City to SEMA. SEMA then submits the receipts to FEMA for review and approval to offset some or all of the DOBs. **(Note: Receipts must be from bonafide businesses recognized by local governments. The labor of property owners, friends, family, or volunteers for clean-up and repair is not eligible to offset the DOBs.)**

**If a property owner carried insurance through the National Flood Insurance Program (NFIP) at the time of the event, a payment equal to the amount paid for insurance premiums for up to five years prior to the event will be refunded to the policy holder as part of the Duplication of Benefits calculation.**

## ***Buyout Categories***

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The appraised value of a property and the occupancy status (owner occupied or renter occupied) will determine what type of buyout offer a participant will receive. The criteria for each type of offer are as follows:

### **General Buyout**

*Criteria:*

1. Home and underlying real property is owned by the same owner
2. Property is occupied by the owner of the property (at time of event) or a tenant/renter\*

A property and property owner meeting the criteria listed above will be acquired at the current fair market value established by a qualified appraisal less any Duplication of Benefits.

Example: Property currently appraised at \$40,000  
Duplication of Benefits total \$5,000  
Property owner will be offered \$35,000

\*tenant may qualify for a tenant relocation assistance grant minus any Duplication of Benefits;  
(see page 8)

### **Land Plus Owner Relocation Payment**

*Criteria:*

1. Home and underlying real property is owned by the same owner as a primary residence
2. Property is occupied by the owner of the property (i.e., owner-occupied)
3. Meet all requirements as outlined below per the *Hazard Mitigation Assistance Unified Guidance*

**For a property owner to receive a supplemental payment for Owner Relocation, the City must demonstrate that all of the following circumstances exist:**

- Decent, safe, and sanitary housing of comparable size and capacity is not available in non-hazard prone sites within the community at the anticipated acquisition price of the property being vacated; and/or
- The project would otherwise have a disproportionately high adverse effect on low-income or minority populations because project participants within those populations would not be able to secure comparable decent, safe, and sanitary housing; and
- Funds cannot be secured from other more appropriate sources, such as housing agencies or voluntary groups.

### **Relocation Assistance Categories**

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Based on the buyout categories listed above, two (2) types of “relocation” payments may be available:

1. Replacement Housing Payment a.k.a. Owner Relocation (maximum \$31,000)
2. Renter Relocation Assistance payment (maximum \$7,200 plus moving costs)

### **Replacement Housing (aka Owner Relocation) Payment**

1. Maximum owner relocation payment a buyout participant may receive is \$31,000.
2. Individuals and families entitled to a replacement housing payment are those that:
  1. Own and occupy the dwelling participating in the buyout program as a primary residence, and
  2. Owned and occupied the dwelling participating during the incident period for the disaster, and
  3. Meets all other requirements as listed under the *Buyout Categories* section of this document.

- The property owner must purchase a replacement dwelling outside the Special Flood Hazard Area. Rental, lease, or other occupancy of a replacement dwelling does not qualify for a replacement housing payment.
- The replacement housing payment is determined by the purchase price of the replacement dwelling minus the Fair Market Value of the flood damaged dwelling.
- It is the responsibility of the homeowner to locate a new replacement home and provide all required documentation to the City's grant administrator.
- Mobile homes are eligible replacement dwelling units provided that the mobile home has been purchased and transported to a dwelling site outside the Special Flood Hazard Area prior to any replacement housing payment being made.
- The City will not make a replacement housing payment until the buyout site is vacated and the new dwelling purchased and occupied. The City's grant administrator will coordinate property closings to ensure that the property owner is provided with the replacement housing payment in the most expedient manner possible.
- The owner may choose between a straight buyout **or** a replacement housing payment offer, whichever creates a better financial assistance payment to the property owner.

**NOTE: All criteria listed above must be met and verified to be eligible for a replacement housing (owner relocation) payment.**

Example:

Fair Market Value of Replacement Home	\$35,000
Fair Market Value of Flood-Damaged Home	\$21,000
Cost of new home:	\$35,000
Less: value of flood-damaged home:	<u>(\$21,000)</u>
Replacement Housing Payment:	\$14,000 <b>CANNOT EXCEED \$31,000</b>
Homeowner receives	\$21,000
Plus:	<u>\$14,000</u>
<b>Total Buyout Offer:</b>	<b><u>\$35,000*</u></b>

**\*This amount is subject to a deduction for Duplication of Benefits as outlined previously in this document, if applicable.**

### **Renter Relocation Assistance Payment**

1. Due to the involuntary nature of the impact of a buyout project on tenants/renters, they **MAY** be eligible for relocation assistance should a property they reside in be acquired by the City through the flood buyout program.
2. The maximum renter relocation assistance grant may not exceed \$7,200 plus the cost to move personal property located inside the property based on a standard table of costs.

3. It is the responsibility of the property owner or renter to contact the City to determine if a renter is eligible for a grant.
4. A *Relocation Assistance to Tenants/Renters Worksheet* must be completed and certain documentation provided by the renter/landlord to determine the level of assistance, if any.
5. The payment for moving personal property consists of household furniture and is determined by pre-established government charts based on the number of furnished rooms in the property.
6. No renter relocation assistance payment will be provided until the property in the buyout program has been acquired with completed closing procedures.
7. If a tenant/renter has received funds from other primary funding sources (FEMA, other grants, and/or funds from any other sources) such as insurance and other funds to address the same purpose or loss, Duplication of Benefits may apply. This includes any funds received by the tenant/renter provided through the FEMA disaster assistance programs including temporary housing and rental assistance. Any acquisition-related assistance provided to tenants/renters must be reduced accordingly. Tenant/renter-related Duplication of Benefits deductions do not affect amounts available to the property owner.
8. Tenants/renters must also certify that they are a U.S. citizen or are lawfully present in the United States to be considered eligible for this assistance.

### ***Environmental Considerations***

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Participants in the buyout program must sign a Sales Contract plus all Exhibits (A, B, and C) which, by signing, represents and warrants to the City that:

1. There are no abandoned wells, agricultural drainage wells, solid waste disposal areas or underground storage tanks (as defined in Revised Statutes of Missouri) located in, on or about the property;
2. There is and has been no hazardous waste stored, generated, treated, transported, installed, dumped, handled or placed in, on or about the property;
3. At no time have any federal or state hazardous waste cleanup funds been expended with respect to any of the property;
4. There has never been any solid waste disposal site or underground storage tank located in, on or about the property, nor has there been any release from any underground storage tank on real property contiguous to the property which has resulted in any hazardous substance coming in contact with the property;
5. The seller has not received any directive, citation, notice, letter or other communication, whether written or oral, from the Environmental Protection Agency, the Missouri Department of Natural Resources, any other governmental agency with authority under any Environmental Laws, or any other person or entity regarding the release, disposal, discharge or presence of any hazardous waste on the property, or any violation of any Environmental laws; and
6. To the best of property owner's knowledge, neither the property nor any real property contiguous to the property nor any predecessors in title to the property are in violation of

or subject to any existing, pending or threatened investigation or inquiry by any governmental authority or to any removal or remedial obligations under Environmental Laws.

### ***Special Considerations***

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Any scenarios that have not been covered by the approved City of University City Buyout Policy will be reviewed by an advisory council consisting of representatives from SEMA and the City of University City, City Council. In the event of disputes, differences of interpretation, or disagreements over these guidelines, the decision of the City, acting by and through the City Council shall be final and in all cases shall be the determining factor, after consultation with the State of Missouri.

Approved and read by the City Council on \_\_\_\_\_.

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Mayor  
City of University City



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Preliminary Development Plan for proposed PD-R Planned Development Residential Use District – 6668 Vernon

**AGENDA SECTION:** New Business

**COUNCIL ACTION:** Passage of Resolution required for Approval

**CAN THIS ITEM BE RESCHEDULED? :** Yes

**BACKGROUND REVIEW:** Attached are the Staff Report and documents for a Preliminary Development Plan for 6668 Vernon Avenue. The proposal is for the construction of a four story 58,624 square foot building. There will be 68 units to provide assisted living and memory care. Submittal of a Preliminary Development Plan is required to accompany a Map Amendment request that involves a Planned Development District. A Map Amendment request from PD-M – Planned Development Mixed Use to Planned Development – R – Planned Development Residential has been submitted to City Council for consideration on this agenda as a separate agenda item (New Business, Ordinance).

The Plan Commission recommended approval of the Preliminary Development Plan with conditions at their August 23, 2017 meeting. A Resolution of City Council is needed to approve the Preliminary Development Plan and would authorize the applicant to proceed with the preparation and submittal of the Final Development Plan.

**Attachments:**

- 1: Transmittal Letter from Plan Commission with recommended conditions
- 2: Staff Report and application documents ***[PLEASE NOTE: The staff report and application documents for this agenda item, Preliminary Development Plan, are identical to the staff report and application documents for the Map Amendment (rezoning), which is under a separate item on the agenda.]***
- 3: Draft Resolution for approval of Preliminary Development Plan

**RECOMMENDATION:** Approval





**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

August 29, 2017

Ms. LaRette Reese  
Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Preliminary Development Plan – 6668 Vernon Avenue

Dear Ms. Reese,

At its regular meeting on August 23, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, the Plan Commission considered the above referenced application by Kingsland Walk Senior Living c/o Paul Boyer, Civil Engineering Design Consultants Inc.

By a vote of 5 to 0, the Plan Commission recommended approval of the application subject to the conditions in Attachment A of the staff report.

Sincerely,

A handwritten signature in black ink, reading "Cirri Moran". The signature is written in a cursive style with a large, looping initial "C".

Cirri Moran, Chairperson  
University City Plan Commission



Department of Community Development
6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

STAFF REPORT

MEETING DATE: August 23, 2017
FILE NUMBER: PC 17-09
COUNCIL DISTRICT: 2
Location: 6668 Vernon Avenue
Applicant: Kingsland Walk Senior Living, LLC (c/o Paul Boyer, Civil Engineering Design Consultants, Inc.)
Property Owner: Kingsland Walk Development LLC
c/o Bruce Bartlett
222 South Central Avenue, Suite 110
St. Louis, MO 63105
Request: Rezoning from PD-M – Planned Development – Mixed Use to PD-R – Planned Development – Residential District (Assisted Living and Memory Care Facility)

COMPREHENSIVE PLAN CONFORMANCE
[x] Yes [ ] No [ ] No reference

STAFF RECOMMENDATION
[ ] Approval [ x ] Approval with Conditions in Attachment A [ ] Denial

ATTACHMENTS:
A. Conditions of Approval B. Map C. Application Documents
D. Preliminary Development Plan

Existing Zoning: "PD-M" – Planned Development Mixed Use
Existing Land Use: Vacant
Proposed Zoning: "PD-R" Planned Development Residential
Proposed Land Use: Assisted Living and Memory Care Facility

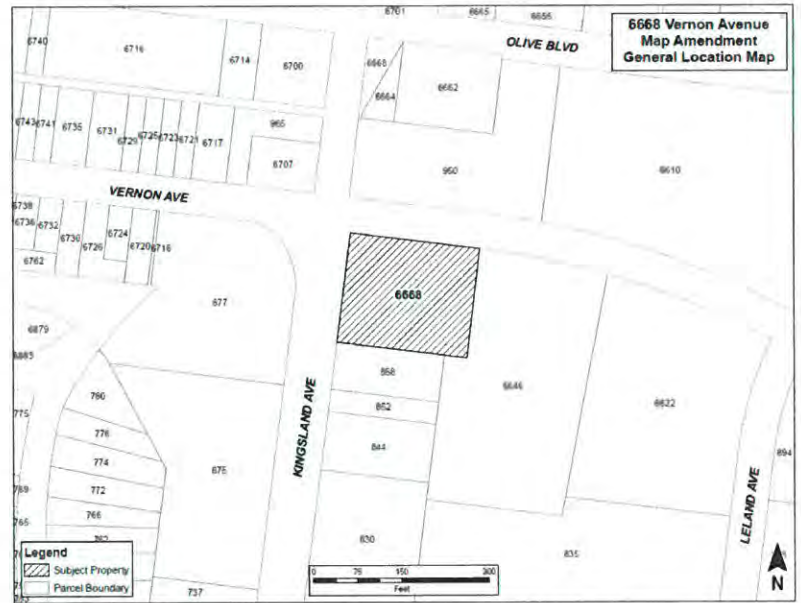
Surrounding Zoning and Land Use
North: IC-Industrial Commercial District Commercial/Industrial
East: IC-Industrial Commercial District Commercial, Day care facility
South: HR – High Density Residential Vacant office
West: IC-Industrial Commercial District Retail and office uses

Existing Property

St. Louis County Locator ID: 18H431221. The subject property is approximately 0.96 acres in area and occupied by a vacant industrial structure in poor condition. It is located at the southeast corner of Vernon and Kingsland avenues.

### Background

The subject property has been under redevelopment consideration for approximately 12 years. In 2005, it was part of a larger rezoning petition that included the three contiguous parcels to the south (844, 852, and 858 Kingsland Avenue). That petition and a preliminary development plan were approved to allow for the construction of a 30 unit apartment building in a PD-R Planned Development Residential District. The project did not move forward and the preliminary development plan expired. A second map amendment request and preliminary development plan for the same four properties were approved in 2011. The property was rezoned to PD-M - Planned Development Mixed Use to allow for the construction of two five-story mixed use buildings, a garage and surface parking. The project did not move forward and the preliminary development plan expired.



The subject property is within the Parkview Gardens neighborhood, a mostly residential area bounded by Delmar Boulevard on the south, Olive Boulevard on the North, Kingsland Avenue on the west, and Skinker Boulevard on the east. The subject property is also located in the northwest section of the study area for the Parkview Gardens Neighborhood Redevelopment and Sustainability Plan.

### Applicant's Request

The current request is to rezone the subject property from PD-M Planned Development – Mixed Use to PD-R – Planned Development Residential in conjunction with approval of a preliminary development plan for an assisted living and memory care development.

The proposed development includes a four story 58,624 square foot building. There will be 68 units to provide assisted living and memory care. The preliminary development plan depicts the L-shaped building sited on the south and eastern portions of the parcels, with parking to the north (front) of the building. 23 parking spaces are provided. The building setbacks are: front (Vernon) = 45.5', front/side (Kingsland) = 5', side (east) = 18.8' and rear (south) 15' (to building face)/9' to balcony. Two curb cuts are proposed: Vernon Avenue, approximately 90' east of the western property line and a right in/right out from Kingsland Avenue approximately 80' from the southern property line. A 14' wide service entrance is proposed at the eastern edge of the parcel. A mix of deciduous bushes, evergreens, street trees and grasses are depicted on the preliminary site plan.



## **Planned Development “PD” Districts**

The purpose of “PD” Planned Development Districts, as set forth in Section 400.720 of the Zoning Code, is “to provide a means of achieving greater flexibility in development of land in a manner not always possible in conventional zoning districts; to encourage a more imaginative and innovative design of projects; to promote a more desirable community environment; and to retain maximum control over both the design and future operation of the development.” The Code further states, “The city council, upon review by the plan commission, may, by an ordinance adopted in the same manner as a rezoning is approved, authorize a planned development district when the proposed development or use of a specific tract of land or area warrants greater flexibility, control and density than is afforded under the general regulations of standard zoning districts.”

It is important to note that the purpose for allowing flexibility through Planned Developments is to create developments that adapt better to site conditions and the relation to surrounding properties otherwise not possible under traditional district regulations, thus resulting in developments that are more compatible and consistent with surrounding neighborhoods.

The relationship of planned development districts to the zoning map is set forth in Section 400.730 of the Zoning Code, which states in paragraph A, “The “PD” designation, as detailed in this section, is a separate use district and may be attached to a parcel of land through the process of rezoning and zoning map amendment.” However, in addition to the rezoning of a parcel of land, development plan approval is required. Section 400.730, paragraph B states, “It is the intent of this chapter that no development or redevelopment of the property encompassed by the “PD” designation take place until an acceptable development plan has been reviewed and approved in conformance with the requirements of this section, Article XIV, “Amendments,” of this chapter and applicable sections of Chapter 405, “Subdivision and Land Development Regulations,” of the University City Municipal Code.”

## **Process – Required City Approvals**

Plan Commission. Section 400.3180 of the Zoning Code requires that Plan Commission review a request for a map amendment and forward its recommendation to City Council. A public hearing will be conducted at the City Council level.

Section 400.830.B requires that Plan Commission simultaneously review the preliminary development plan for the proposed planned development district and submit its recommendation to City Council.

City Council. Section 400.850 of the Zoning Code requires that the map amendment and preliminary development plan be reviewed by City Council. The preliminary development plan is considered by a City Council resolution. Simultaneously, the rezoning request to the appropriate “PD” district shall be considered by an ordinance of City Council.

## **Analysis**

The proposed uses in the Kingsland Walk Development include 68 assisted living and memory care units, support services, and parking. The proposed uses can be accommodated in the Planned Development – Residential District zoning. It is staff’s opinion that at this development is appropriate for this site. According to market studies prepared for the applicant, there is a demand in University City for additional senior living facilities. The proposed development will be compatible with surrounding residential areas to the south and southeast, and complimentary to commercial and public spaces.

Section 400.760 of the Zoning Code establishes the permitted uses within a "PD-R" District. The specific permitted land uses shall be established in the resolution adopted by the City Council governing the particular PD-R District. Specific uses may include those uses designated as permitted, accessory, or conditional uses in any of the residential districts.

#### Minimum Site Size

The minimum site size for developments in any planned development district is one (1) acre. The Zoning Code states that the minimum site size may be waived by the City Council upon report by the Plan Commission; if it is determined that the uses proposed is desirable or necessary in relationship to the surrounding neighborhood; or, if the city council should determine such waiver to be in the general public interest. The subject site is .96 acre or just slightly below the site size.

The development is in close proximity to other medium to high density multi-family dwellings to the east and south. It would be compatible with the existing pattern of development and surrounding uses. Also, the proposed development could be an impetus for further redevelopment of properties centering this intersection. Staff recommends that the minimum site size be reduced to .96 acres for this planned development.

#### Density and Dimensional Regulations

Density and dimensional regulations for PD-R Planned Development-Residential Use District developments are set forth in Section 400.780 of the Zoning Code and is to be compatible with nearby existing developed areas. The density for the proposed development is 83 units per acre. The density is below the maximum allowed 87 units per acre for elevator apartment buildings set forth in the Zoning Code and is compatible with the neighborhoods to the south and east.

Site coverage is not addressed in the "PD-R" regulations. However, common open spaces for "PD-R" developments are provided in Section 400.1150. The required open space for the development is 6,257 square feet, and a total of 13,844 square feet is proposed (including balconies).

#### Building Setbacks and Buffers

Required building setbacks or buffers shall be as specifically established in the governing ordinances and resolutions for PD-R Developments on a case by case basis. The residential neighborhood to the south and east has platted front yard setbacks of 10 feet and 12.5 feet while many of the buildings in the Delmar Loop have no setbacks and are located on the property line. The proposed development will be a dense development within close proximity to Metcalfe Park, mass transit routes on Vernon and Olive, and the Delmar Loop. The proposed development is also within close proximity to Ackert Walkway. In promoting the pedestrian-friendly environment and character near the site, it is staff's opinion that the proposed building locations relative to the two right-of-ways, Kingsland Avenue and Vernon Avenue, are reasonable for this site and compatible with surrounding development.

Where a PD-R development abuts a commercial or industrial use or district, a thirty (30) – foot wide buffer is required with landscaping and screening. The building to the east is a child care center. It is a one-story building, but is taller than a typical one-story building. The building to the east is setback from the northern portion of the subject property by over 10 feet. A play area serving the child care center provides an additional 40 feet of buffering from the southern portion of the subject property. A sight-proof fence is currently located along the

eastern property line on the property to the east. Based on the location of the commercial building to the east, it is staff's opinion that the proposed location of the buildings are reasonable and appropriate as shown on the preliminary development plan. In order to reduce the potential visual impact of the proposed development on the property to the east, additional screening should be considered along the perimeter.

#### Building Height

The proposed building is four stories. There is no maximum building height typically established for elevator apartment buildings. Being located at the intersection of two major roads, the subject site is an ideal node for dense development. The neighborhoods to the south and east are predominately three-story apartment buildings. In the Delmar Loop, near Kingsland and Delmar, are four- and six-story buildings. The commercial building to the east is taller than typical one-story buildings. It is staff's opinion that the proposed building height is reasonable and appropriate for this location.

#### Landscaping/Screening

The Preliminary Development Plan shows landscaping around the perimeter of the property along the street and the building. Between the eastern section of the development and the child care center to the east, additional landscaping should be explored prior to submittal of the final development plan.

#### Vehicular Access/Circulation

Vehicular access to the development is provided by two curb cuts – one on Kingsland Avenue and one on Vernon Avenue. All surface parking will also be accessible through these two curb cuts. One curb cut is proposed onto Vernon Avenue for a service road for trash removal. Based on the location of the service road, it seems that access for trucks could be problematic. Proper space for turn-around area should be provided for safe access of garbage trucks into and out of the service road.

#### Parking

Section 400.2140 of the Zoning Code establishes required parking for convalescent and nursing homes. 1 space is required for every three patients based on designed maximum capacity. There will be 68 patients, and 23 parking spaces are required. The development meets the minimum parking requirements.

#### Building Design

The site is located to the northwest of the portion of the Parkview Gardens neighborhood that is designated a national historic district. The exterior of the proposed buildings should be designed and constructed using color and materials that are compatible with the Parkview Gardens neighborhood to the southeast and south. Brick accents are proposed for façade of the lower portions of the building. The window size and style should also be considered and compatible with those in the Parkview Gardens neighborhood.

#### Sustainability

Permeable pavers are proposed for the parking lot. Additional sustainability measures should be incorporated into the proposed construction where possible, such as cool roofing shingles.

**Public Involvement**

A public hearing is required before this matter is considered by City Council. A public hearing notice will be published in a newspaper 15 days prior to the meeting date and mailed to property owners within 200 feet of the subject property, exceeding the required distance of 185 feet. A sign will also be posted on the subject property with information about the public hearing. Any member of the public will have an opportunity to express any concerns by writing in or attending the Plan Commission meeting.

**Staff Recommendation**

Based on the preceding considerations, staff recommends 1) approval of the Zoning Map Amendment from PD-M Planned Development-Mixed Use to PD-R Planned Development-Residential; and 2) approval of the Preliminary Development Plan with conditions as set forth in Attachment A.



ATTACHMENT A  
Kingsland Walk Senior Living, LLC – Preliminary Development Plan

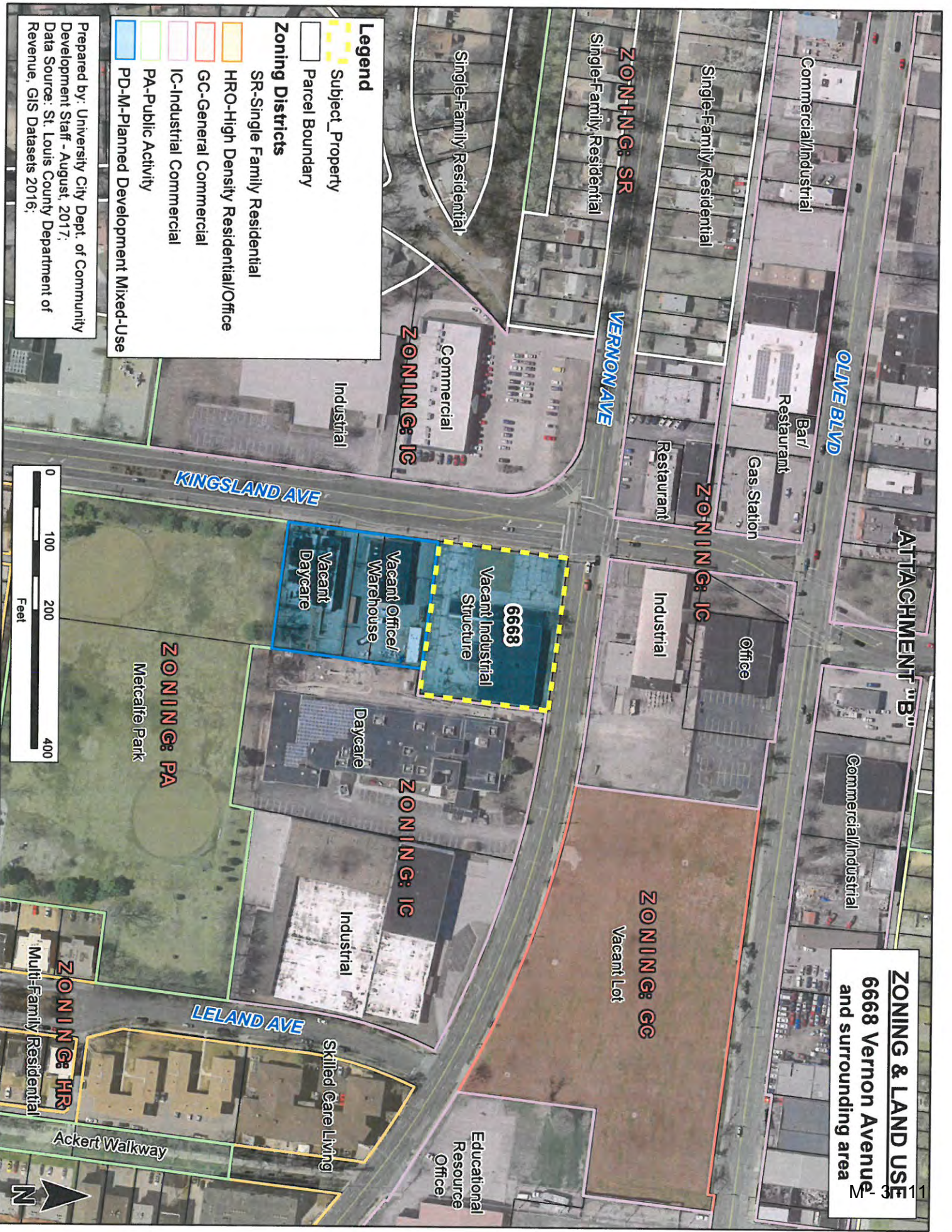
1. The building and property shall be developed, constructed and maintained in compliance with the plans submitted on August 7, 2017 with the approved application. The height and mass shall be restricted to that shown on the preliminary development plan.
2. The specific uses shall be limited to residential as depicted on the preliminary development plan.
3. The minimum site size required is reduced to .96 acres per Section 400.770 of the Zoning Code.
4. The maximum number of dwelling units permitted shall be limited to 68.
5. The minimum number of parking spaces to be provided is 23.
6. Sustainability measures shall be incorporated into the development where possible, as well as the building operations and management. These may include consideration of alternative interior finish materials, recycling, and site management practices (pollution prevention during construction), and developing a plan to water plantings until established.
7. The proposed building shall be primarily of brick construction materials and in architectural design as approved by the Department of Community Development. The exterior of the proposed buildings should be designed and constructed using color and materials that are compatible with the Parkview Gardens neighborhood to the southeast and south.
8. Curb cuts on Vernon Avenue and Kingsland Avenue shall be located and constructed as approved by St. Louis County Department of Highways and Traffic.
9. A detailed landscape plan shall be submitted to the Director of Community Development for approval, in conjunction with a review by the City Forestry Supervisor.
10. Lighting of all exterior areas shall comply with the requirements of the Zoning Code, and shall be designed to be compatible with surrounding areas by shading to direct light away from abutting uses.
11. A detailed construction traffic control and parking plan should be submitted to the Director of Community Development for approval. Said plan shall set forth details pertaining to worker and resident parking during all phases of the

proposed construction. It shall further detail solutions to public property maintenance issues such as street cleaning and traffic diversion. Said plan shall be finalized prior to the issuance of a building permit. It shall be the applicant's responsibility to obtain those approvals in written form in a timely manner prior to issuance of the building permit.

12. Approval of the preliminary development plan shall be valid for a period of two years from the date of City Council approval. A final development plan shall be submitted within the said two-year period.



**ZONING & LAND USE**  
**6668 Vernon Avenue**  
 and surrounding area



- Legend**
- Subject\_Property
  - Parcel Boundary
- Zoning Districts**
- SR-Single Family Residential
  - HRO-High Density Residential/Office
  - GC-General Commercial
  - IC-Industrial Commercial
  - PA-Public Activity
  - PD-M-Planned Development Mixed-Use



Prepared by: University City Dept. of Community Development Staff - August, 2017;  
 Data Source: St. Louis County Department of Revenue, GIS Datasets 2016;





August 7, 2017

Mr. Raymond Lai, AICP  
Deputy Director of Community Development  
Department of Community Development  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

Regarding: Project Report for Kingsland Walk Senior Living  
6668 Vernon Avenue, University City, MO 63130

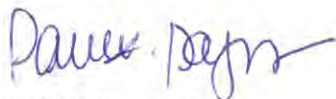
Dear Mr. Lai,

On behalf of Kingsland Walk Development, LLC we are petitioning for a rezoning and site plan approval for a new senior development called Kingsland Walk Senior Living to be located at 6668 Vernon Avenue in University City, Missouri.

Kingsland Walk Senior Living is a new 68 unit assisted living and memory care development. There will be a total of 70 beds with two of the memory care units allowing for double occupancy. The site is located on 0.96 acres at the southeast corner of Kingsland and Vernon Avenues in University City, Missouri. An existing structure on the site will be removed to make room for the new building. The new structure will be four stories and will house resident units along with all the support spaces commensurate with a modern senior care facility. Residents will be provided with full food service and a full array of senior care services will also be offered.

Included with our request is the anticipated timeline for the development process and a copy of the Real Estate Contract. We look forward to presenting our petition and beginning the process for a new senior living development in University City. Thank you in advance for your consideration.

Sincerely,



Paul K. Boyer, P.E.  
Civil Engineering Design Consultants, Inc.





Department of Community Development

6801 Delmar Boulevard • University City, Missouri 63130 • 314-505-8500 • Fax: 314-862-3168

17-06423

AUG 07 2017

Department of Community Development
City of University City
6801 Delmar Boulevard
University City MO 63130

APPLICATION FOR ZONING MAP AMENDMENT:

Property: 6668 Vernon Avenue / Southeast corner of Vernon & Kingsland Avenues

Address / Location / Site of Building

1. Current Zoning District (Check one): PD-M
\_\_\_ CC \_\_\_ GC \_\_\_ HR \_\_\_ HRO \_\_\_ IC \_\_\_ LC \_\_\_ LR \_\_\_ MR \_\_\_ PA X PD \_\_\_ SR

2. Proposed Zoning District (Check one): PD-R
\_\_\_ CC \_\_\_ GC \_\_\_ HR \_\_\_ HRO \_\_\_ IC \_\_\_ LC \_\_\_ LR \_\_\_ MR \_\_\_ PA X PD \_\_\_ SR

3. State proposed use: Proposed Assisted Living and Memory Care Facility

4. Describe existing premises: Vacant industrial structure with parking lot

5. Describe proposed construction (please attach additional narrative): Proposed 4-story assisted living and memory care facility (see attached Project Report for additional information)

6. State applicant's name, address and daytime telephone number: Kingsland Walk Development LLC
c/o Mr. Bruce Bartlett
222 South Central Avenue, Suite 110
St. Louis, MO 63105
Ph. (314) 725-3939

7. Applicant's interest in the property (check one):
X Owner \_\_\_ Tenant \_\_\_ Under contract to purchase \_\_\_ Under contract to lease
\_\_\_ Other (specify):

8. State name and address and daytime telephone number of owner, if other than applicant: (same as applicant)

\_\_\_ Other (specify):

The undersigned hereby makes application for a Site Plan Review and requests the authorization of the City Council to proceed with the activities described in this application.

8-7-D
Date

[Signature] Manager
Applicant's Signature and Title
Bruce Bartlett, Manager

FOR OFFICE USE ONLY

Date: \_\_\_ Application first received of \_\_\_

Application fee in the amount of \$ \_\_\_ Receipt # \_\_\_





## Kingsland Walk Timeline

Step	Action Item / Stage in Process	Approximate Date
1	Release underwriter to prepare loan application for a HUD insured 232 mortgage	6/15/2017
2	Submit CON application	6/30/2017
3	Working session with University City staff	6/30/2017
4	Engage all third party reports for mortgage underwriting	7/1/2017
5	Working session with University City Planning Commission	7/27/2017
6	Formal presentation to the University City Planning Commission- recommendation anticipated	8/24/2017
7	CON application hearing	9/11/2017
8	Public hearing and first reading introducing bill to the University City Council	9/11/2017
9	Internal review and Loan Committee completed for mortgage underwriting.	9/21/2017
10	Final approval from University City Council	9/25/2017
11	Modified Firm Application submitted to HUD LEAN queue.	12/5/2017
12	HUD/LEAN Review. PRU in constant communication to ensure questions being addressed and progress is ongoing. LEAN loan committee occurs in this timeframe as well.	12/5/2017
	<b>Conditional Firm Commitment is Issued.</b> HUD is approving the key elements of the development, market conclusions, and encouraging plans / costs to be produced for the next stage of review. <u>HUD will not offer ANY INVITATIONS to competing projects in market area.</u>	
13		12/5/2017
14	Submit plans to MSD and beginning permitting process	1/20/2018
15	Completed A/E construction drawings	12/5/2017
16	Contractor bidding completed	4/20/2018
	LEAN completes review of updated information and issues <b>Firm Commitment</b> . PRU in constant communication to ensure questions being addressed and progress is ongoing.	
17		12/5/2017
18	<b>Firm Commitment issued</b> , internally reviewed, and prepare for rate lock.	12/5/2017
19	Building permit process complete	7/15/2018
	Address all special conditions, finalize any cost or plan changes, legal teams work to close promptly. Can range from 30 to 60 days depending on changes required. <b>LOAN CLOSED.</b>	
20		12/5/2017
21	Construction start	7/22/2018
22	Construction completion	7/22/2019
23	License inspection & opening	8/22/2019



## REAL ESTATE SALE CONTRACT

Effective Date: June 26, 2017

**1. Parties and Property.**

Kingsland Walk RE, LLC, Buyer, agrees to purchase from the undersigned Seller, the following real property located at 6668 Vernon Avenue, St. Louis, MO (legal description on Seller's title to govern) being all the real property Seller owns at said address.

**2. Inclusions and Exclusions.**

The purchase price includes all existing improvements on the property and appurtenances, fixtures and equipment.

**3. Purchase Price.**

The total purchase price is **\$1,800,000.00**.

**4. Closing and Possession.**

The "Closing" is the exchange of the deed for the purchase price. The closing of this sale shall take place within thirty (30) days of Buyer obtaining all permits, authorizations and loan approval as required for the proposed development of an assisted living community, or on any other date that both parties agree, at Integrity Title Solutions, LLC. Title will pass when the sale is closed. Possession of the property and keys to be delivered to Buyer at closing. Seller warrants that the property will be vacated as of time of possession and delivered to Buyer in its present condition, ordinary wear and tear excepted.

**5. Adjustments and Closing Costs.**

Adjustments, charges and closing costs are agreed to be paid by the parties as follows:

Buyer shall pay for (where applicable):

- title insurance premiums;
- hazard insurance premium;
- flood insurance premium if required by lender;
- appraisal fees and survey;
- title company charges (including closing, recording and escrow fees) customarily paid by buyer;
- any charges imposed by lender, for example: points, loan discount fees, VA funding fees, and any other loan expenses.

Seller shall pay for (where applicable):

- existing loans on property;
- title company charges (including closing, releasing and escrow fees) customarily paid by Seller;
- municipal or Conservation District inspection fee;
- special taxes and special subdivision assessments levied before closing.
- Gas or other appropriate utility inspection;
- agreed upon repairs.



Buyer and Seller shall have prorated and adjusted between them on the basis of thirty (30) days to the month as the date of closing (Seller to pay for last day):

- general taxes (based on assessment and rate for current year, if both are available; otherwise based on previous year);
- subdivision upkeep assessments and monthly condominium fees;
- flat rate utility charges (including water, sewer, and trash);
- other \_\_\_\_\_

**6. Title and Survey.**

Seller shall transfer title to buyer by Warranty Deed, subject to the following: (a) Zoning regulations; (b) Leases and occupancy of tenants existing on the date contract is executed by Buyer, and disclosed to Buyer in writing before execution of contract by Leases and occupancy of tenants existing on the date the contract is executed by Buyer, and disclosed to Buyer in writing before execution of contract by Buyer; (c) General taxes payable in the current year and thereafter; (d) Any lien or encumbrance created by or assumed by Buyer in writing or any easement accepted by Buyer in writing; (e) Subdivision, use and other restrictions, rights of way and utility easements, all of record, which do not adversely affect the use of the property as it exists for residential purposes at the time of the contract.

If improvements or repairs have been performed within six (6) months prior to closing, Seller shall furnish reasonable security against mechanics liens or evidence of payment of bills satisfactory to title company to issue mechanics lien coverage to Buyer (or to Buyer's satisfaction if coverages is not requested).

**7. Remedies Upon Default**

If either party defaults in the performance of any obligation of this contract, the party claiming a default shall notify the other party in writing of the nature of the default and his election of remedy. The notifying party shall provide the defaulting party with a deadline for curing the default.

If the default is by Seller, Buyer may either release Seller from liability upon Seller's release of the earnest money and reimbursement to Buyer for all direct costs and expenses, as specified in Buyer's notice of default (in lieu of making any claim in court), or may pursue any remedy at law and in equity, including enforcement of sale. Buyer's release of Seller does not relive Seller of his liability to brokers under the listing contract.

In the event of litigation between the parties, the prevailing party shall recover, in addition to damages or equitable relief, the cost of litigation including reasonable attorney's fees. This provision shall survive closing and delivery of Seller's deed to Buyer.

**8. Loss.**

Risk of loss to the improvements on the property shall be borne by Seller until title is transferred. If any improvements covered by this contract are damaged or destroyed, Seller shall immediately notify Buyer in writing of the damage or destruction, the amount of insurance proceeds payable, if any, and whether Seller intends, prior to closing, to restore the property to





its condition at the time of the contract. In the event Seller restores the property to its prior condition before scheduled closing, Buyer and Seller shall proceed with closing. In the event the property is not to be restored to its prior condition by Seller before closing, Buyer may either (a) Proceed with the transaction and be entitled to all insurance money, if any, payable to Seller under all policies insuring the improvements, or (b) rescind the contract, and thereby release all parties from liability hereunder. Buyer shall give written notice of his election to Seller or listing agent within ten (10) days after Buyer has received written notice of such damage of destruction and the amount of insurance proceeds payable, and closing will be extended accordingly, if required. Failure by Buyer to so notify Seller shall constitute an election to rescind the contract. A rescission hereunder does not constitute a default by Seller.

**9. Time is of the Essence.**

Time is of the essence in the performance of the obligations of the parties.

**10. Binding Effect.**

This contract shall be binding on and for the benefit of the parties and their respective heirs, personal representatives, executors, administrators or assigns.

**11. Governing Law.**

This contract shall be considered a contract for the sale of real property and shall be construed in accordance with the laws of the state of Missouri, including the requirement to act in good faith.

**12. Entire Agreement.**

This contract constitutes the entire agreement between the parties hereto and there are no other understandings, written or oral, relating to the subject matter hereof. The contract may not be changed, modified or amended, in whole or in part, except in writing signed by all parties.

**13. Access to Property**

Sellers agrees to permit inspections of the property by building inspectors, contractors, termite inspectors, engineers and appraisers selected by Buyer as provided for in the contract, or inspections required by Buyer's lender, upon reasonable advance notice to Seller. Buyer may also be present during inspections and "walk through".

**YOUR SIGNATURE BINDS YOU TO ALL OF THE TERMS OF THIS CONTRACT.**

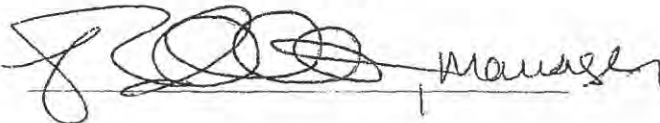
**Accepted:**

BUYER:

KINGSLAND WALK RE, LLC

a Missouri limited liability company,

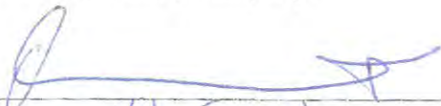
By:





Printed Name: Bruce Bartlett  
Title: Manager  
Date: June 26, 2017

SELLER:  
KINGSLAND WALK DEVELOPMENT, LLC  
a Missouri limited liability company,

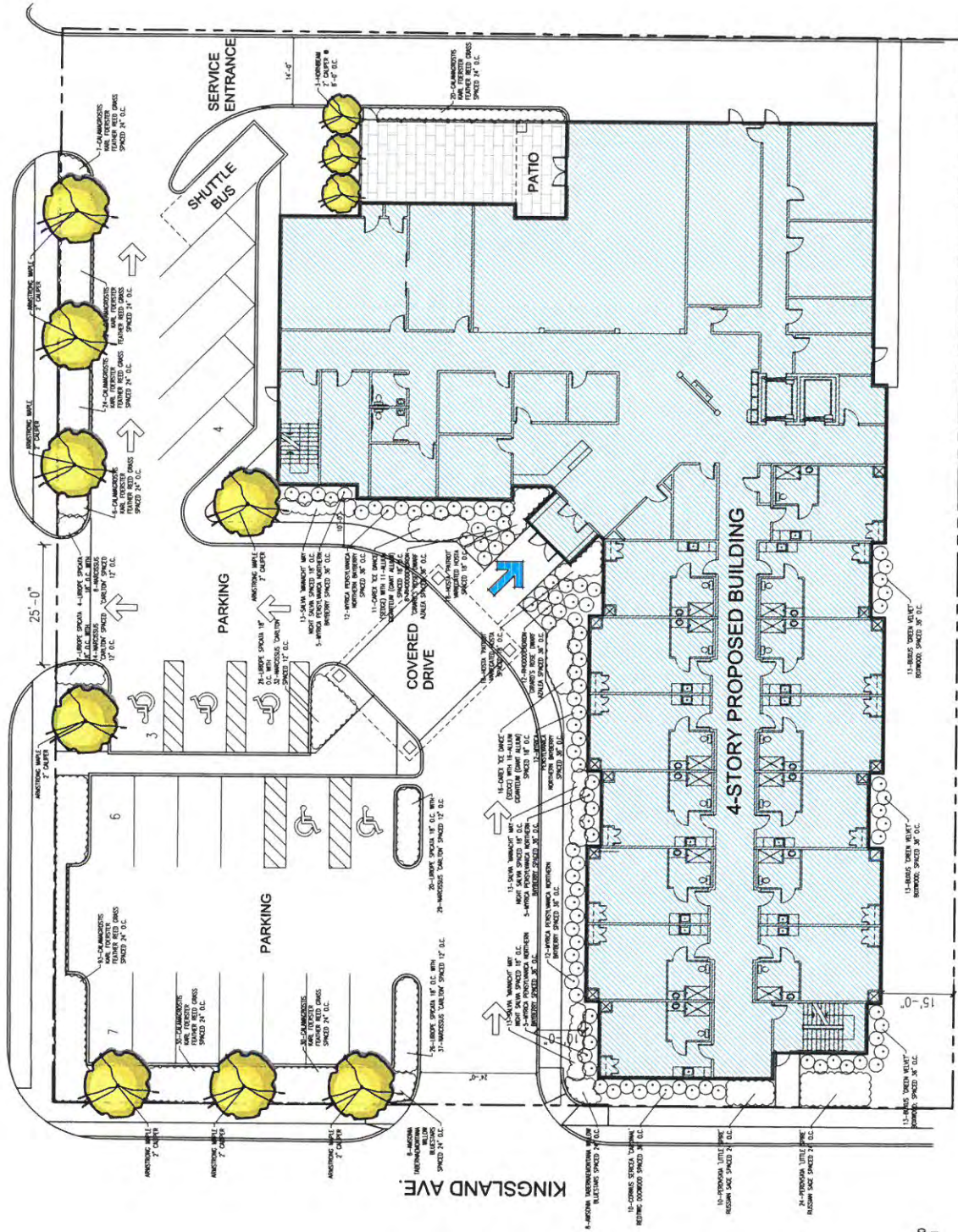
By:   
Printed Name: Vito Granata  
Title: Manager  
Date: 6/26/17











● SITE PLAN  
SCALE: 1/4"=10'



0 10 25 50

# KINGSLAND WALK

SAINT LOUIS, MO

SAINT LOUIS DESIGN ALLIANCE  
6014 DELMAR BLVD.  
SAINT LOUIS, MO 63112  
314.863.1313  
www.slda.com









● CONCEPTUAL RENDERING  
SCALE: NTS

# KINGSLAND WALK

SAINT LOUIS, MO

SAINT LOUIS DESIGN ALLIANCE  
6914 DEL MAR BLVD.  
314.883.1313  
www.sldak.com  
SAINT LOUIS, MO 63112







● CONCEPTUAL RENDERING  
SCALE: NTS

# KINGSLAND WALK

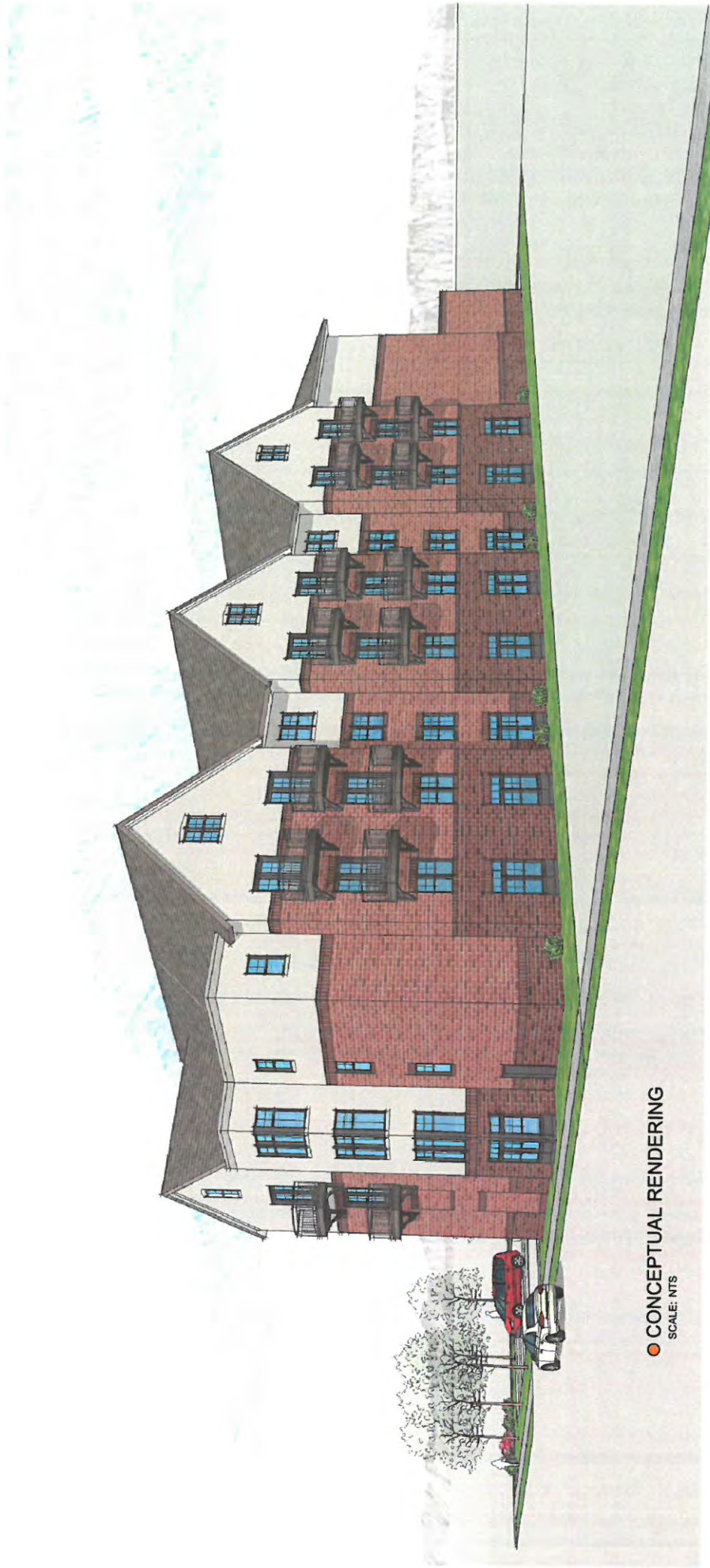
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○ CONCEPTUAL RENDERING  
SCALE: NTS

# KINGSLAND WALK

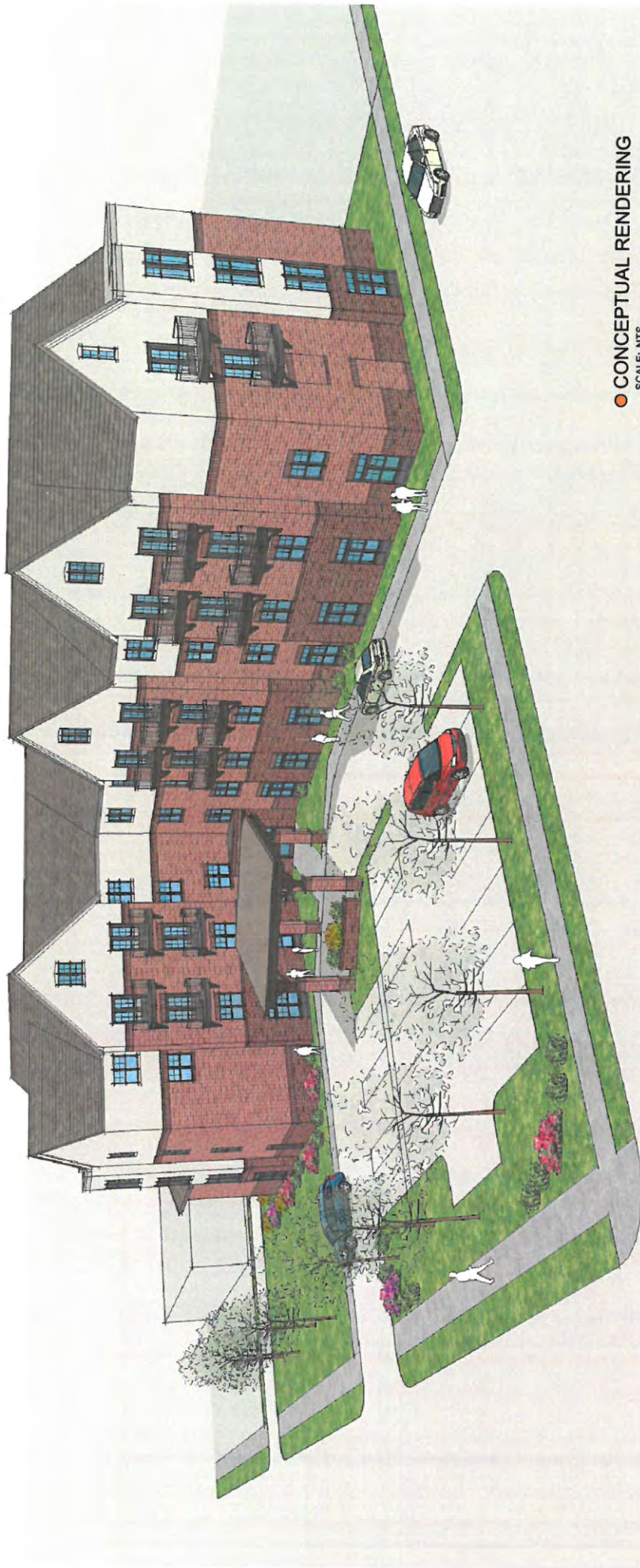
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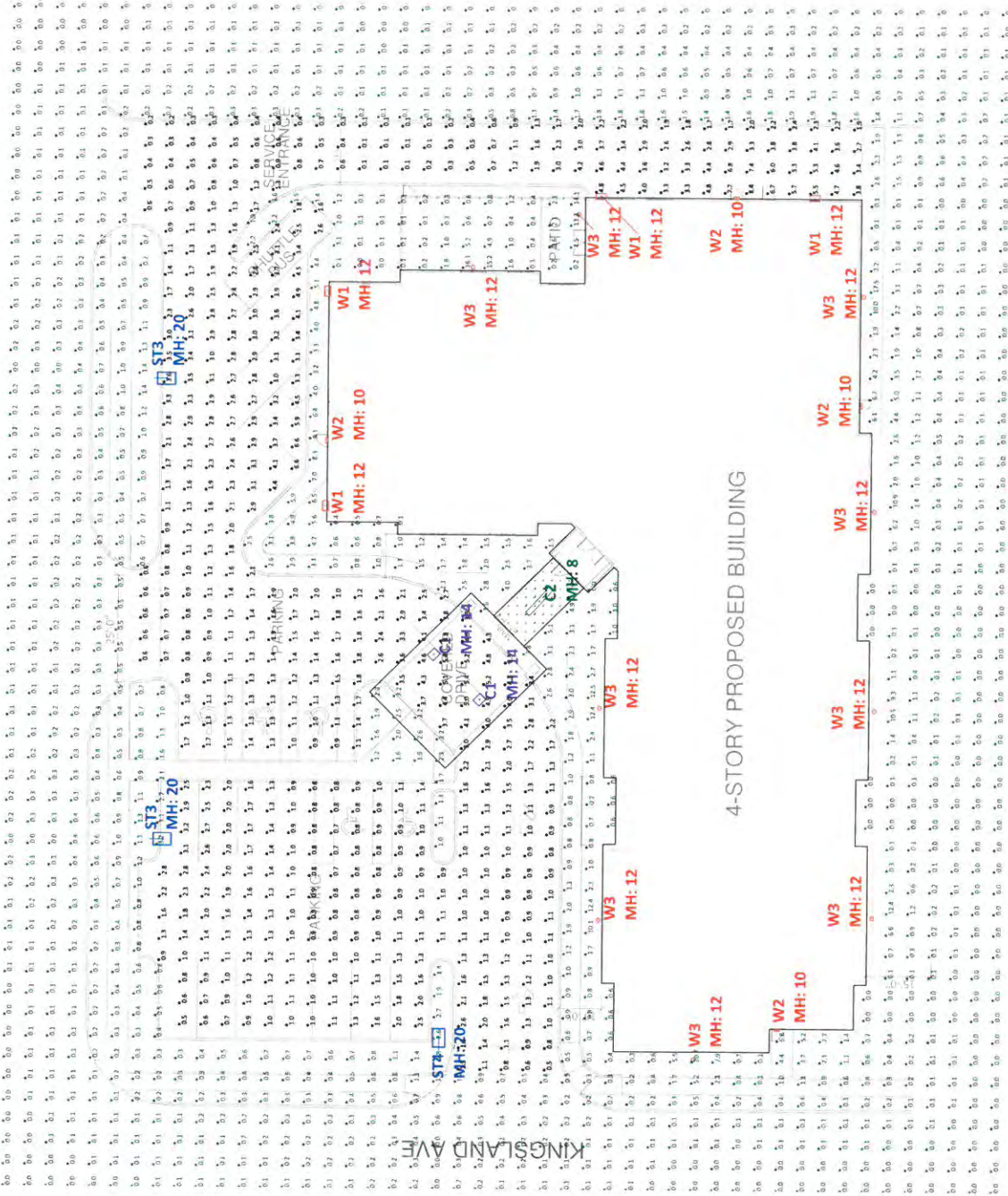




# Kingsland Walk Development - Photometric Plan



SCALE: 1 INCH = 25'-0" R (11 x 17 PAGE)





Date: 8/1/2017



H. E. WILLIAMS, INC.

Job Name: Kingsland Walk Site - Exterior Lighting

Filename: 43169.AGI Prepared By: Travis Howell

Prepared For: Matt Jarbo/Jenna Stokes - RLG

Luminaire Schedule			
Symbol	Qty	Label	Description
+	2	ST3	VA1-LB3-730-T3-F-5-xxx-OPTIONS-xxx-xxx
+	1	ST4	VA1-LB3-730-T4-F-5-xxx-OPTIONS-xxx-xxx
-	2	C1	VG1-L65-730-T5-xx-xxx-OPTIONS-DIM-UNV
-	1	C2	AVX-4-L36-830-WPC-OPTIONS-xxx-xxx
+	4	W1	VWPH-L60-730-TFT-xxx-CGL-OPTIONS-DIM-UNV
+	4	W2	VWMH-L20-730-T3-xxx-CGL-OPTIONS-DIM-UNV
○	9	W3	Pathways_ C75WLBVU203KW1D8WL
			LLF
			0.900
			0.900
			0.900
			0.900
			0.900
			0.870

Calculation Summary					
Label	Avg	Max	Min	Max/Min	Avg/Min
Covered Walkway_CalcPts	7.57	13.5	3.1	4.35	2.44
Pavement_CalcPts	1.85	8.4	0.1	84.00	18.50
Perimeter_CalcPts	0.54	20.7	0.0	N.A.	N.A.
					Fc
					Fc



**PROJECT NOTES:**

- POLE MOUNTING HEIGHT: SHOWN
- ASSUMED PAVEMENT REFLECTANCE: 0.01% - BUILDING: 0.3%
- SPACING: VARIES - CALCULATION GRIDS @ 0'-0" GRADE
- FIXTURE SYMBOL SIZE INCREASED TO SHOW LOCATION

H.E. Williams Inc. - 831 W. Fairview Ave. - Carthage, MO. 64838 - [www.hewilliams.com](http://www.hewilliams.com) - Phone: (417)358-4065 - Fax: (866) 358-1282 - Email: [apps@hewilliams.com](mailto:apps@hewilliams.com)

DISCLAIMER:  
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 THE ATTACHED CALCULATION REPORTS SHOULD AT NO TIME BE USED FOR ACTUAL ARCHITECTURAL SITE PLANS DUE TO VARIATIONS CREATED DURING ELECTRONIC DATA TRANSFERS.  
 CALCULATION REPORTS ARE FOR GENERAL LIGHTING RECOMMENDATIONS AND ARE NOT INTENDED FOR USE AS ACTUAL CONSTRUCTION DRAWINGS.



RESOLUTION 2017 - 18

**RESOLUTION APPROVING THE PRELIMINARY DEVELOPMENT PLAN FOR 6668 VERNON AVENUE (“KINGSLAND WALK SENIOR LIVING”) AND AUTHORIZING THE PREPARATION OF A FINAL DEVELOPMENT PLAN**

**BE IT RESOLVED BY THE CITY COUNCIL OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:**

WHEREAS, Section 400.850.B of the University City Zoning Code requires that the Preliminary Development Plan be approved by the City Council by adoption of a resolution approving said Preliminary Development Plan, with conditions as may be specified and authorizing the preparation of the Final Development Plan; and,

WHEREAS, Section 400.860.A of the University City Zoning Code requires that all conditions imposed as a part of any planned development shall run with the land and shall not lapse or be waived as a result of a subsequent change in ownership of any or all of such areas; and,

WHEREAS, SECTION 400.860.B of the University City Zoning Code states that approval of the preliminary development plan by the City Council is merely an authorization to proceed with the preparation of the final development plan; and,

WHEREAS, SECTION 400.860.C of the University City Zoning Code states that approval of the preliminary development plan shall be valid for a period of two (2) years from the date of City Council approval. If an application for final plan approval for all or a geographic portion of the preliminary plan has not been filed within the two (2) year period, then a resubmission of the preliminary development plan shall be required if the applicant intends to pursue final plan approval. The City Council, upon recommendation from the Plan Commission, may grant up to a one (1) year extension from the date that the period of validity expired. The Council may reject such resubmission of the same development plan in light of new facts and circumstances relating to the development plan; and,

WHEREAS, SECTION 400.860.D of the University City Zoning Code states that in no case shall a building permit be issued prior to final development plan approval.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY CITY, MO AS FOLLOWS:

The City Council authorizes the preparation of the Final Development Plan for the Map Amendment for 6668 Vernon Avenue to be known as “Kingsland Walk Senior Living”. The proposed development shall be subject to the following conditions:

1. The building and property shall be developed, constructed and maintained in compliance with the plans submitted on August 7, 2017 with the approved application. The height and mass shall be restricted to that shown on the preliminary development plan.
2. The specific uses shall be limited to residential as depicted on the preliminary development plan.
3. The minimum site size required is reduced to .96 acres per Section 400.770 of the Zoning Code.
4. The maximum number of dwelling units permitted shall be limited to 68.
5. The minimum number of parking spaces to be provided is 23.
6. Sustainability measures shall be incorporated into the development where possible, as well as the building operations and management. These may include consideration of alternative interior finish



materials, recycling, and site management practices (pollution prevention during construction), and developing a plan to water plantings until established.

7. The proposed building shall be primarily of brick construction materials and in architectural design as approved by the Department of Community Development. The exterior of the proposed buildings should be designed and constructed using color and materials that are compatible with the Parkview Gardens neighborhood to the southeast and south.
8. Curb cuts on Vernon Avenue and Kingsland Avenue shall be located and constructed as approved by St. Louis County Department of Highways and Traffic.
9. A detailed landscape plan shall be submitted to the Director of Community Development for approval, in conjunction with a review by the City Forestry Supervisor.
10. Lighting of all exterior areas shall comply with the requirements of the Zoning Code, and shall be designed to be compatible with surrounding areas by shading to direct light away from abutting uses.
11. A detailed construction traffic control and parking plan should be submitted to the Director of Community Development for approval. Said plan shall set forth details pertaining to worker and resident parking during all phases of the proposed construction. It shall further detail solutions to public property maintenance issues such as street cleaning and traffic diversion. Said plan shall be finalized prior to the issuance of a building permit. It shall be the applicant's responsibility to obtain those approvals in written form in a timely manner prior to issuance of the building permit.

This Resolution shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

Passed by the City Council and SIGNED by the Mayor of the City of University City, Missouri on the \_\_\_\_ day of \_\_\_\_, 2017.

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Interim City Clerk



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Resolution for Fiscal Year 2017-2018- Budget Amendment # 1

**AGENDA SECTION:** New Business

**CAN THIS ITEM BE RESCHEDULED? :** Yes

**BACKGROUND REVIEW:** Attached is the first budget amendment of fiscal year 2018 for Economic Development Sales Tax Fund.

### **Economic Development Sales Tax**

- 1) Print Ads in regional and tourism publications to promote University City through a variety of print media, a full-page ad in the 2018 St. Louis Official Visitors Guide, including map and brochure. These expenditures include ad, map and brochure design and printing, are projected to be \$22,000.
- 2) The cost of six (6) months of social media campaigns, a full-page ad on the electronic version of the St. Louis Official Visitors Guide is approximately \$12,000.
- 3) The cost of producing three (3) additional videos and television coverage for one City-wide event is approximately \$6,000.
- 4) Continuation of advertising and marketing all U City events, coordinating of multiple ad-marketing efforts, including development and implementation of a comprehensive and high value plan for all of University City's events. Projected cost for these activities is approximately \$10,000.

To complete the above transactions, \$50,000 needs to be transferred from EDRST fund reserve.

### **EDRST Fund Balance**

Below is an estimated EDRST Fund reserve after this amendment:

Unassigned fund balance as of July 1, 2016	\$	1,382,000
Projected net change in fund balance as of June 30, 2017		225,000
Projected net change in fund balance for FY 2018 Budget		51,000
Budget Amendment # 1		(50,000)
	<u>\$</u>	<u>1,608,000</u>

The resolution for approval of the amendment is attached.

**RECOMMENDATION:** Approval

***Resolution 2017 - 19***

**A RESOLUTION AMENDING THE FISCAL YEAR 2017-2018 (FY18)  
BUDGET – AMENDMENT # 1 AND APPROPRIATING SAID AMOUNTS**

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of University City, Missouri, that the Annual Budget for the fiscal year beginning July 1, 2017, was approved by the City Council and circumstances now warrant amendment to that original budget.

**BE IT FURTHER RESOLVED**, that in accordance with the City Charter, the several amounts stated in the budget amendment as presented, are herewith appropriated to the several objects and purposes named.

Adopted this 11th day of September, 2017

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Interim City Clerk

Certified to be Correct as to Form:

\_\_\_\_\_  
City Attorney



**Department of Community Development**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 505-8500, Fax: (314) 862-3168

TO: TINA CHARUMILIND, DIRECTOR OF FINANCE  
FROM: ANDREA RIGANTI, DIRECTOR OF COMMUNITY DEVELOPMENT *AR*  
DATE: AUGUST 31, 2017  
CC: CHARLES ADAMS, INTERIM CITY MANAGER  
SUBJ: CHAMBER OF COMMERCE – REQUEST FOR FY18 EDRST FUNDS AS PER CITY COUNCIL DIRECTION

The FY18 budget was adopted by City Council on June 26, 2017. At this meeting, City Council removed the Chamber of Commerce's request for marketing funds from consideration with the understanding that the Chamber's request will be referred back to Council in the first quarter of FY18.

The Chamber of Commerce presented a revised application and funding request to the Economic Development Retail Sales Tax Board (EDRSTB) at their August 17, 2017 meeting. By a unanimous vote, the EDRSTB recommended the request. Attached are the DRAFT meeting minutes from the EDRSTB meeting.

As per the City Council motion at the June 26, 2017 City Council meeting, the Chamber of Commerce request is being referred back to City Council for consideration. Attached is the updated application. Please submit this item as a budget amendment request to City Council on September 11, 2017.

Thank you.



University City Chamber of Commerce  
Advertising/Marketing/Branding Plan - EDRST 2018  
July 28, 2017

Dear esteemed members of the EDRST Board and University City Council,

The following is the University City Chamber of Commerce's ad/marketing plan for the use of \$50,000 recommended by the EDRST Board for funding in FY2018 combining two original EDRST applications: City-wide Advertising and Marketing Campaign, and Regional Branding and Tourism Attraction. Estimated ad spend is based on preliminary research and best pricing from trusted sources and partners, but category spend may be adjusted slightly following full bid analysis and ongoing plan development. As in years past, details of this plan will be determined through collaboration with the City of U City on a strategic, comprehensive campaign design for robust, non-duplicative efforts with the most cost-efficient use of EDRST dollars to promote the City of U City as a great place to live, shop, dine, visit, play and do business.

Print Advertising

Deliverables: Print ads in regional and tourism publications to promote U City through a variety of print media, including a full-page ad in the 2018 St. Louis Official Visitors Guide (350,000 printed annually in December and distributed throughout the year), listing in the Official Visitor's guide and map, and the development, design and printing of 5,000 brochures of an all U-City map on one side and the Olive Link Ethnic Dining Guide on the reverse which will be placed in five visitor and convention centers throughout the region, in hotels, on display menus of Explore St. Louis restaurant partners, and other identified locations for a year – estimated ad spend \$22,000. This figure includes ad, map and brochure design, and printing.

Additional print ads will be placed in some or all of the following publications as determined in collaborative strategy sessions based on competitive package rates and coordination with other marketing efforts to highlight key events across the community ongoing throughout the fiscal year: West End Word, St. Louis Post-Dispatch, Student Life and possibly Sauce or Feast magazines.

Digital Promotions

Deliverables: six months of social media campaigns, a full-page ad on the electronic version of the St. Louis Official Visitor's Guide, and enhanced listing on explorestlouis.com – estimated ad spend \$12,000.

Social media campaigns are essential for effective 21<sup>st</sup> century ad-marketing. They grow fan and email acquisition, increase engagement with primary (existing) and secondary (new) audiences, increase awareness of all U City business districts, fortify City, Loop and Olive Link brand awareness, and digitally advertise rotating seasonal events. Social media marketing is a critical component of any marketing plan, and provides the lowest-cost and highest return on investment in the industry for focused ad/marketing to target demographics. In the fall/early winter, the seasonal focus will be on Shop Local/Give Local and City-wide holiday events. Rotating seasonal events will include Taste of U City, the Loop Ice Carnival, the opening of Trolley Service, the North & South Block Party, and/or other U City events of regional interest in the spring/early summer months.



### Video/Television Coverage

Deliverables: production of a minimum of 3 additional videos and television coverage for at least one key City-wide event(s) – estimated spend: \$6,000.

We've received a great deal of positive response to the 3 videos we produced in FY2017 and numerous requests to produce more. The cost to advertise videos on social media in FY2017 was \$.02 per view. This is an extremely inexpensive way to fortify regional branding while building a collective library of ad-marketing materials that can be used in a variety of media for multiple purposes in perpetuity. In addition, we will reserve funds for television ads to promote annual city-wide event(s). Specific productions, spend and selection of events will be ongoing and determined in strategy sessions with the City following the procurement and evaluation of bids to provide the greatest possible exposure and advertising value.

### Strategic Program Development, Plan Implementation, Project Management, Communications and Outreach

The Chamber has worked, and will continue to collaborate closely with the City, the Loop Marketing Committee and the business community at large to ensure we are advertising and marketing all noteworthy U City events, and to ensure consistency of brand voice, coordination of multiple ad-marketing efforts, identification of key events, management of contractors and production, quality assurance, and the development and implementation of robust, comprehensive and high-value advertising /marketing for all of U City – estimated spend \$10,000. Additional activities include a regional presentation, outreach and attendance at networking events with Explore St. Louis partners to further disseminate marketing materials and regional awareness of U City as a destination location in the greater St. Louis area.

The Chamber's continued involvement in City-wide marketing is critical to achieve the highest impact and highest value promoting the entirety of U City. The Chamber is uniquely positioned to do so, in that we have the expertise and the historical record of creating previous ad-marketing campaigns, as well as brand development, pricing, valuing and analyzing ad-packages and products. All of this is due in part to our cultivated relationships with City staff, the Loop SBD, business owners in every corner of the community and best value vendors in the region. These factors enable us to achieve the highest value and economic efficiency of advertising and marketing efforts that are critically important for attracting and retaining businesses and consumers throughout our City.

We have worked, and will continue to work with the City's marketing firm, ESM Marketing, on press releases and print advertising in ROARS, including the Nov/Dec Special Business edition themed "Shop Local/Give Local," reinforcing the economic importance of shopping local and supporting small business and non-profits which constitute the grand majority of businesses in our community. Products and progress will be shared with City staff on a regular basis, which will in turn be reported to the EDRST Board and City Council.

Please do not hesitate to contact me with any questions regarding this plan.

Respectfully submitted,

*Mary Adams,*

Executive Director, University City Chamber of Commerce  
(314-337-2489; mary@ucitychamber.com)

**University City Chamber of Commerce  
FY18 EDRST PROPOSED PROJECT (REVISED):**

**CITY-WIDE ADVERTISING/MARKETING/ BRANDING PROJECT**

NOTE: This fiscal year, the Chamber of Commerce submitted a request of \$36,000 for A City-wide Advertising and Marketing Campaign and a separate request of \$33,000 for Regional Branding and Tourism Attraction. The Economic Development Retail Sales Tax Board (EDRSTB) recommended that the two applications be combined into one City-wide business marketing project, and the funding be reduced from \$69,000 to \$50,000.

The Chamber of Commerce is submitting a revised project summary that meets the intent of the EDRSTB recommendation. A more detailed marketing plan is attached.

**1. Program or Project Summary (attach additional sheets if necessary)**

**Description of the Program or Project.** In addition to a detailed description of the project, include a summary of the need for the program or project, goals and objectives, partners, and how the program or project meets any City plans or policies. Describe the number of jobs to be created by the specific request, if any.

The Chamber is requesting funds to develop and implement advertising and marketing initiatives to promote businesses throughout University City. Advertising and marketing are fundamentally important activities needed to support business success, enhance community pride and engagement, and attract visitors, additional consumers, new businesses and residents to our City. Attracting and engaging all of these groups are critical for business retention and growth, the creation of new jobs, the health of our tax base, and the overall economic stability and sustainability of our community.

The Chamber would again like to develop and execute a robust, comprehensive advertising and marketing plan that utilizes multiple print and digital media outlets in the St. Louis region in order to capture the attention of as many consumers as possible. With funding, we plan to research, identify and prioritize additional outlets and target populations to broaden awareness and reach of our marketing. We also plan to more fully utilize additional free or cost-effective calendar listings throughout the region to increase both reach and awareness. The marketing plan (attached) identifies print, digital, visual and social media marketing products and campaigns to be implemented with the requested funds, including:

- Visual advertising via the production of at least another three videos to continuing to build a library of marketing materials that can be used in a variety of media for multiple purposes in perpetuity. In addition, we will reserve funds for television ads to promote annual city-wide event(s).
- Extend ad-marketing reach to target the nearly 3 million tourists who visit St. Louis annually. Advertise business districts throughout U City in the St. Louis Visitor's Guide and Explore St. Louis Convention Centers. Develop a print ad for the St. Louis Visitors Guide (350,000 copies printed annually) and produce 5,000 brochures featuring an All-U City Map and the Olive Link

Ethnic Dining guide to be distributed in five visitor centers across the region, patronized by over 175,000 people annually.

- Additional print and digital campaigns with the St. Louis Official Visitor's Guide and Convention Centers, Explore St. Louis, and additional publications that could include Student Life, West End Word, St. Louis Post-Dispatch/STL Today, and/or other regional publications such as Feast Magazine and Ladue News.
- Digital and social media marketing campaigns that push specific U City content to targeted audiences throughout the region. Continue and expand upon campaign content that showcases the best of U City to the greater St. Louis region through professional photos and the production of at least another three videos highlighting U City's great business community. Use social media to promote seminal annual events such as Loop Holiday events and promotions, Ice Carnival, Taste of U City, and North and South Block Party, to name a few.

**Define the expected outcomes of the project, milestones and how the project success will be measured.**

These advertising and marketing campaigns will create a greater awareness of businesses in every corner of U City, fortify City, Loop and Olive branding, and attract consumers and visitors, while supporting the City's small businesses who can't afford to advertise on a larger scale. Marketing efforts will highlight the variety and diversity of the U City business community overall, and specifically the Olive Link International District, as a premiere dining, entertainment, and shopping destination for the entire region. Social media campaigns are designed to increase fan and email acquisition, which in turn increase consumer engagement with businesses and community events, and continue to expand the reach of our marketing efforts.

The long term outcomes of the project include increased community-wide brand recognition, consumer engagement and awareness of U City as a collection of great business communities; improved business retention, job creation, attraction of new business and consumers; and increased revenues and tax base.

Short term outcomes include:

Increased number of followers and subscribers on all digital platforms

Increased awareness of ALL U City businesses and community features

Increased awareness and branding of The Olive Link as a destination location

Increased regional awareness and increased attendance at annually recurring U City events

Additions to growing collection of visual and print marketing materials

Increase in awareness of U City businesses among regional residents and tourists

**Economic Development Retail Sales Tax Board  
Meeting Minutes  
August 17, 2017, 4:00 p.m.**

The Economic Development Retail Sales Tax Board (EDRSTB) held a meeting at the Heman Park Community Center located at 975 Pennsylvania, University City, Missouri. The meeting commenced at 4:13 p.m.

**Voting Members Present**

Raheem Adegboye  
Kristine Hendrix (arrived at 4:30 p.m.)  
Robert Kuhlman  
Brendan O'Brien  
Robyn Williams

**Voting Members Absent**

Mark Winer, Chair  
Tracy Gritsenko

**Non-Voting Ex-Officio Members Present**

Shelley Welsch, Mayor  
Boo McLaughlin, LSBD

**Non-Voting Ex-Officio Members Absent**

Max Tsai, Chamber of Commerce

**Staff Present**

Andrea Riganti, Director of Community Development

**Roll Call**

Meeting was called to order at 4:13 p.m.

**Approval of Minutes**

The minutes from the May 18, 2017 meeting were reviewed, with one a correction to reflect that Mr. Kuhlman was not present at that meeting. With the correction, the meeting minutes were approved unanimously.

**Old Business**

None

**New Business**

- a. Ms. Riganti indicated that the Chamber of Commerce is present today to discuss a new request for FY18 Economic Development Retail Sales Tax (EDRST) funds. For background, Ms. Riganti reported that the FY18 citywide budget was adopted by City Council on June 26, 2017. At this meeting, City Council amended the budget to remove \$50,000 that the EDRSTB recommended for the Chamber of Commerce project for city-wide marketing, with the understanding that the Chamber's funding request be referred back to City Council during the first quarter of FY18.

Since that time, the Chamber of Commerce has revised the application as per City Council request. Ms. Mary Adams, Executive Director of the Chamber of Commerce, 7700 Olive Boulevard, presented the revised request. The Chamber of Commerce is requesting \$50,000 in EDRST funds to develop and implement advertising and marketing initiatives to promote businesses throughout University City. The marketing plan and initiatives include visual advertising, ad-marketing, print and digital campaigns and social media marketing. Ms. Adams discussed the deliverables, metrics and outcomes of the project which include: print ads, social media campaigns, and video/television coverage. The deliverables will



deliverables will be provided to the City as part of the reporting process. The plan development, implementation and monitoring will be in collaboration with the City, to ensure high value and reinforced messaging.

The Board discussed the merits of the application and need for increased promotion of the business community. The Loop has strong marketing abilities and the Chamber can assist with promoting other locations in the City.

Mr. Kuhlman moved to approve the \$50,000 request from the Chamber of Commerce, seconded by Mr. Adegboye. Motion carried unanimously.

- b. The Board discussed existing EDRST documents including the application, funding policy document, metrics and evaluation forms. Ms. Williams requested this item to ensure we are making good decisions with good information. She discussed how the process could be improved to include a meeting at which the application was provided to interested applicants. She indicated that additional ways to measure the long term success of a project could be developed. Metrics that quantify projects are critical, such as how much additional revenue is generated for the City. All agreed that it could be hard to establish for intangible type projects such as U City in Bloom plants. It was suggested that better promotion of EDRST funded and completed projects should be undertaken such as posting a sign saying this project was funded by the sales tax.

Board members discussed repeat funding applications and whether or not that could be problematic. Ms. Williams suggested that the Board review the materials and develop suggestions for staff before the next meeting, which is November.

The Board also discussed the joint City Council/EDRSTB study session on the EDRSTB recommended budget. Mr. Adegboye was disappointed in comments from Council about a lack of support for Create Space and seemed to minimize the Board's role in the budget process. Ms. Williams indicated that her perspective of the meeting was to inform City Council of the EDRSTB's deliberation process rather than influence City Council. Mr. Kuhlman thought it was important for City Council to understand that the Board's budget recommendations were made after thoughtful deliberations, using as much objective and scientific analyses as possible. Mr. O'Brien agreed with Mr. Kuhlman and also stated that moving forward the Board should present information to City Council as a unified Board with a collective voice.

Mr. Kuhlman asked staff to provide the Board with the proposed and adopted EDRST budget.

#### **Other Business - NONE**

#### **Reports**

- a. Mayor Welsch reported on the City Manager search process and provided an update on the Loop Trolley project.
- b. Ms. Riganti reported on items to be considered by Plan Commission included the Hawthorne rezoning. She indicated that the City is still working with the respondent to the Olive and I-170 Request for Proposal.

There being no further business, the meeting adjourned at 5:23 p.m.

Respectfully submitted

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Andrea Riganti, Acting EDRSTB Secretary

## **RESOLUTION 2017 - 20**

**WHEREAS**, the members of the City Council would like to encourage the young people of our community to get involved in the civic life of the community; and

**WHEREAS**, in the past the City Council of University City has had a student representative on the City Council to introduce the student to the workings of City government, while providing that student with the opportunity to provide Council with insight into the issues of concern to youth in our community; and

**WHEREAS**, the City Council of University City would like to reinstitute this program.

**NOW THEREFORE BE IT RESOLVED**, that the City Council of University City hereby establishes a seat on the Council for a student representative.

The Student Representative shall:

1. Be recognized as a student representative to city council and not as a member of the council
2. Serve in an advisory non-voting capacity
3. Serve a one year term
4. Be in their Junior or Senior year of high school
5. Must have a 3.0 or Greater GPA and a student in good standing
6. Be selected by the Superintendent of the School District of University City
7. Serve as liaison from the student body at the high school
8. Receive appropriate but not confidential council materials
9. Sit with the Council on the dais
10. Be free to suggest student representatives to other City boards and commission where he or she feels student involvement would be helpful
11. Be eligible to suggest resolutions for consideration by the City Council
12. Be free to be excused from meetings at 9:00 p.m. if necessary to ensure their continued good performance at school

PASSED AND RESOLVED THIS 11<sup>th</sup> DAY OF September, 2017.

\_\_\_\_\_  
Shelley Welsch, Mayor

Attest: \_\_\_\_\_  
Interim City Clerk







## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Code Amendment – Chapter 405 regarding the Department of Natural Resources land disturbance area requirements

**AGENDA SECTION:** New Business

**CAN THIS ITEM BE RESCHEDULED? :** Yes

---

### **BACKGROUND REVIEW:**

The Department of Natural Resources (DNR) regulates the City's land disturbance requirements regarding stormwater management. At one time DNR required enforcement of a land disturbance permit for construction activities that disturb land greater than 5 acres. In 2003 this was officially reduced from 5 acres to 1 acre in the Code of Federal Regulations Title 40 Part 122. EPA ADMINISTERED PERMIT PROGRAMS: THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM. The language specific to this change is as follows:

*40 CFR 122.34(b)(4)(i) The permit must identify the minimum elements and require the development, implementation, and enforcement of a program to reduce pollutants in any storm water runoff to the small MS4 **from construction activities that result in a land disturbance of greater than or equal to one acre. Reduction of storm water discharges from construction activity disturbing less than one acre must be included in the program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.** If the Director waives requirements for storm water discharges associated with small construction activity in accordance with §122.26(b)(15)(i), the permittee is not required to develop, implement, and/or enforce a program to reduce pollutant discharges from such sites.*

*40 CFR 122.34(b)(5)(i) The permit must identify the minimum elements and require the development, implementation, and enforcement of a program to address storm water runoff from new development and redevelopment projects that **disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale,** that discharge into the small MS4. The permit must ensure that controls are in place that would prevent or minimize water quality impacts.*

Chapter 405 in the Municipal code Subdivisions and Land Development Regulations refers to this requirement three times; section 405.140 Grading Permit (On-Site Excavation, and

Filling), section 405.280. Improvement Plan Submittal Requirements, Item; and section 405.510 Site Grading and Erosion Control. These three sections need to be revised to reflect the updated minimum area requirements by DNR.

**RECOMMENDATION:**

Staff recommends the approval of an ordinance amending the Subdivisions and Land Development Regulations Code Chapter 405.

**ATTACHMENTS:**

1. Code of Federal Regulations Section 122.34
2. Draft Ordinance

**ELECTRONIC CODE OF FEDERAL REGULATIONS****e-CFR data is current as of August 1, 2017**

Title 40 → Chapter I → Subchapter D → Part 122 → Subpart B → §122.34

Title 40: Protection of Environment

**PART 122—EPA ADMINISTERED PERMIT PROGRAMS: THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM****Subpart B—Permit Application and Special NPDES Program Requirements****§122.34 Permit requirements for regulated small MS4 permits.**

(a) *General requirements.* For any permit issued to a regulated small MS4, the NPDES permitting authority must include permit terms and conditions to reduce the discharge of pollutants from the MS4 to the maximum extent practicable (MEP), to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act. Terms and conditions that satisfy the requirements of this section must be expressed in clear, specific, and measurable terms. Such terms and conditions may include narrative, numeric, or other types of requirements (e.g., implementation of specific tasks or best management practices (BMPs), BMP design requirements, performance requirements, adaptive management requirements, schedules for implementation and maintenance, and frequency of actions).

(1) For permits providing coverage to any small MS4s for the first time, the NPDES permitting authority may specify a time period of up to 5 years from the date of permit issuance for the permittee to fully comply with the conditions of the permit and to implement necessary BMPs.

(2) For each successive permit, the NPDES permitting authority must include terms and conditions that meet the requirements of this section based on its evaluation of the current permit requirements, record of permittee compliance and program implementation progress, current water quality conditions, and other relevant information.

(b) *Minimum control measures.* The permit must include requirements that ensure the permittee implements, or continues to implement, the minimum control measures in paragraphs (b)(1) through (6) of this section during the permit term. The permit must also require a written storm water management program document or documents that, at a minimum, describes in detail how the permittee intends to comply with the permit's requirements for each minimum control measure.

(1) *Public education and outreach on storm water impacts.* (i) The permit must identify the minimum elements and require implementation of a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.

(ii) Guidance for NPDES permitting authorities and regulated small MS4s: The permittee may use storm water educational materials provided by the State, Tribe, EPA, environmental, public interest or trade organizations, or other MS4s. The public education program should inform individuals and households about the steps they can take to reduce storm water pollution, such as ensuring proper septic system maintenance, ensuring the proper use and disposal of landscape and garden chemicals including fertilizers and pesticides, protecting and restoring riparian vegetation, and properly disposing of used motor oil or household hazardous wastes. EPA recommends that the program inform individuals and groups how to become involved in local stream and beach restoration activities as well as activities that are coordinated by youth service and conservation corps or other citizen groups. EPA recommends that the permit require the permittee to tailor the public education program, using a mix of locally appropriate strategies, to target specific audiences and communities. Examples of strategies include distributing brochures or fact sheets, sponsoring speaking engagements before community groups, providing public service announcements, implementing educational programs targeted at school age children, and conducting community-based projects such as storm drain stenciling, and watershed and beach cleanups. In addition, EPA recommends that the permit require that some of the materials or outreach programs be directed toward targeted groups of commercial, industrial, and institutional entities likely to have significant storm water impacts. For example, providing information to restaurants on the impact of grease clogging storm drains and to garages on the impact of oil discharges. The permit should encourage the permittee to tailor the outreach program to address the viewpoints and concerns of all communities, particularly minority and disadvantaged communities, as well as any special concerns relating to children.

(2) *Public involvement/participation.* (i) The permit must identify the minimum elements and require implementation of a public involvement/participation program that complies with State, Tribal, and local public notice requirements.

(ii) Guidance for NPDES permitting authorities and regulated small MS4s: EPA recommends that the permit include provisions addressing the need for the public to be included in developing, implementing, and reviewing the storm water management program and that the public participation process should make efforts to reach out and engage all economic and ethnic groups. Opportunities for members of the public to participate in program development and implementation include serving as citizen representatives on a local storm water management panel, attending public hearings, working as citizen volunteers to educate other individuals about the program, assisting in program coordination with other pre-existing programs, or participating in volunteer monitoring efforts. (Citizens should obtain approval where necessary for lawful access to monitoring sites.)

(3) *Illicit discharge detection and elimination.* (i) The permit must identify the minimum elements and require the development, implementation, and enforcement of a program to detect and eliminate illicit discharges (as defined at §122.26(b)(2)) into the small MS4. At a minimum, the permit must require the permittee to:

(A) Develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and location of all waters of the United States that receive discharges from those outfalls;

(B) To the extent allowable under State, Tribal or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into the storm sewer system and implement appropriate enforcement procedures and actions;

(C) Develop and implement a plan to detect and address non-storm water discharges, including illegal dumping, to the system; and

(D) Inform public employees, businesses, and the general public of hazards associated with illegal discharges and improper disposal of waste.

(ii) The permit must also require the permittee to address the following categories of non-storm water discharges or flows (*i.e.*, illicit discharges) only if the permittee identifies them as a significant contributor of pollutants to the small MS4: Water line flushing, landscape irrigation, diverted stream flows, rising ground waters, uncontaminated ground water infiltration (as defined at 40 CFR 35.2005(b)(20)), uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges, and street wash water (discharges or flows from firefighting activities are excluded from the effective prohibition against non-storm water and need only be addressed where they are identified as significant sources of pollutants to waters of the United States).

(iii) Guidance for NPDES permitting authorities and regulated small MS4s: EPA recommends that the permit require the plan to detect and address illicit discharges include the following four components: Procedures for locating priority areas likely to have illicit discharges; procedures for tracing the source of an illicit discharge; procedures for removing the source of the discharge; and procedures for program evaluation and assessment. EPA recommends that the permit require the permittee to visually screen outfalls during dry weather and conduct field tests of selected pollutants as part of the procedures for locating priority areas. Illicit discharge education actions may include storm drain stenciling, a program to promote, publicize, and facilitate public reporting of illicit connections or discharges, and distribution of outreach materials.

(4) *Construction site storm water runoff control.* (i) The permit must identify the minimum elements and require the development, implementation, and enforcement of a program to reduce pollutants in any storm water runoff to the small MS4 from construction activities that result in a land disturbance of **greater than or equal to one acre**. Reduction of storm water discharges from construction activity disturbing less than one acre must be included in the program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more. If the Director waives requirements for storm water discharges associated with small construction activity in accordance with §122.26(b)(15)(i), the permittee is not required to develop, implement, and/or enforce a program to reduce pollutant discharges from such sites. At a minimum, the permit must require the permittee to develop and implement:

(A) An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions to ensure compliance, to the extent allowable under State, Tribal, or local law;

(B) Requirements for construction site operators to implement appropriate erosion and sediment control best management practices;

(C) Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;

(D) Procedures for site plan review which incorporate consideration of potential water quality impacts;

(E) Procedures for receipt and consideration of information submitted by the public, and

(F) Procedures for site inspection and enforcement of control measures.

(ii) Guidance for NPDES permitting authorities and regulated small MS4s: Examples of sanctions to ensure compliance include non-monetary penalties, fines, bonding requirements and/or permit denials for non-compliance. EPA recommends that the procedures for site plan review include the review of individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements. Procedures for site inspections and enforcement of control measures could include steps to identify priority sites for inspection and enforcement based on the nature of the construction activity, topography, and the characteristics of soils and receiving water quality. EPA also recommends that the permit require the permittee to provide appropriate educational and training measures for construction site operators, and require storm water pollution prevention plans for construction sites within the MS4's jurisdiction that discharge into the system. See §122.44(s) (NPDES permitting authorities' option to incorporate qualifying State, Tribal and local erosion and sediment control programs into NPDES permits for storm water discharges from construction sites). Also see §122.35(b) (The NPDES permitting authority may recognize that another government entity, including the NPDES permitting authority, may be responsible for implementing one or more of the minimum measures on the permittee's behalf).

(5) *Post-construction storm water management in new development and redevelopment.* (i) The permit must identify the minimum elements and require the development, implementation, and enforcement of a program to address storm water runoff from new development and redevelopment projects that disturb **greater than or equal to one acre**, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the small MS4. The permit must ensure that controls are in place that would prevent or minimize water quality impacts. At a minimum, the permit must require the permittee to:

(A) Develop and implement strategies which include a combination of structural and/or non-structural best management practices (BMPs) appropriate for the community;

(B) Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State, Tribal or local law; and

(C) Ensure adequate long-term operation and maintenance of BMPs.

(ii) Guidance for NPDES permitting authorities and regulated small MS4s: If water quality impacts are considered from the beginning stages of a project, new development and potentially redevelopment provide more opportunities for water quality protection. EPA recommends that the permit ensure that BMPs included in the program: Be appropriate for the local community; minimize water quality impacts; and attempt to maintain pre-development runoff conditions. EPA encourages the permittee to participate in locally-based watershed planning efforts which attempt to involve a diverse group of stakeholders including interested citizens. When developing a program that is consistent with this measure's intent, EPA recommends that the permit require the permittee to adopt a planning process that identifies the municipality's program goals (e.g., minimize water quality impacts resulting from post-construction runoff from new development and redevelopment), implementation strategies (e.g., adopt a combination of structural and/or non-structural BMPs), operation and maintenance policies and procedures, and enforcement procedures. In developing the program, the permit should also require the permittee to assess existing ordinances, policies, programs and studies that address storm water runoff quality. In addition to assessing these existing documents and programs, the permit should require the permittee to provide opportunities to the public to participate in the development of the program. Non-structural BMPs are preventative actions that involve management and source controls such as: Policies and ordinances that provide requirements and standards to direct growth to identified areas, protect sensitive areas such as wetlands and riparian areas, maintain and/or increase open space (including a dedicated funding source for open space acquisition), provide buffers along sensitive water bodies, minimize impervious surfaces, and minimize disturbance of soils and vegetation; policies or ordinances that encourage infill development in higher density urban areas, and areas with existing infrastructure; education programs for developers and the public about project designs that minimize water quality impacts; and measures such as minimization of percent impervious area after development and minimization of directly connected impervious areas. Structural BMPs include: Storage practices such as wet ponds and extended-detention outlet structures; filtration practices such as grassed swales, sand filters and filter strips; and infiltration practices such as infiltration basins and infiltration trenches. EPA recommends that the permit ensure the appropriate implementation of the structural BMPs by considering some or all of the following: Pre-construction review of BMP designs; inspections during construction to verify BMPs are built as designed; post-construction inspection and maintenance of BMPs; and penalty provisions for the noncompliance with design, construction or operation and maintenance. Storm water technologies are constantly being improved, and EPA recommends that the permit requirements be responsive to these changes, developments or improvements in control technologies.

(6) *Pollution prevention/good housekeeping for municipal operations.* (i) The permit must identify the minimum elements and require the development and implementation of an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Using training materials that are available from EPA, the State, Tribe, or other organizations, the program must include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and storm water system maintenance.

(ii) Guidance for NPDES permitting authorities and regulated small MS4s: EPA recommends that the permit address the following: Maintenance activities, maintenance schedules, and long-term inspection procedures for structural and non-structural storm water controls to reduce floatables and other pollutants discharged from the separate storm sewers;



controls for reducing or eliminating the discharge of pollutants from streets, roads, highways, municipal parking lots, maintenance and storage yards, fleet or maintenance shops with outdoor storage areas, salt/sand storage locations and snow disposal areas operated by the permittee, and waste transfer stations; procedures for properly disposing of waste removed from the separate storm sewers and areas listed above (such as dredge spoil, accumulated sediments, floatables, and other debris); and ways to ensure that new flood management projects assess the impacts on water quality and examine existing projects for incorporating additional water quality protection devices or practices. Operation and maintenance should be an integral component of all storm water management programs. This measure is intended to improve the efficiency of these programs and require new programs where necessary. Properly developed and implemented operation and maintenance programs reduce the risk of water quality problems.

(c) *Other applicable requirements.* As appropriate, the permit will include:

(1) More stringent terms and conditions, including permit requirements that modify, or are in addition to, the minimum control measures based on an approved total maximum daily load (TMDL) or equivalent analysis, or where the Director determines such terms and conditions are needed to protect water quality.

(2) Other applicable NPDES permit requirements, standards and conditions established in the individual or general permit, developed consistent with the provisions of §§122.41 through 122.49.

(d) *Evaluation and assessment requirements*—(1) *Evaluation.* The permit must require the permittee to evaluate compliance with the terms and conditions of the permit, including the effectiveness of the components of its storm water management program, and the status of achieving the measurable requirements in the permit.

NOTE TO PARAGRAPH (D)(1): The NPDES permitting authority may determine monitoring requirements for the permittee in accordance with State/Tribal monitoring plans appropriate to the watershed. Participation in a group monitoring program is encouraged.

(2) *Recordkeeping.* The permit must require that the permittee keep records required by the NPDES permit for at least 3 years and submit such records to the NPDES permitting authority when specifically asked to do so. The permit must require the permittee to make records, including a written description of the storm water management program, available to the public at reasonable times during regular business hours (see §122.7 for confidentiality provision). (The permittee may assess a reasonable charge for copying. The permit may allow the permittee to require a member of the public to provide advance notice.)

(3) *Reporting.* Unless the permittee is relying on another entity to satisfy its NPDES permit obligations under §122.35(a), the permittee must submit annual reports to the NPDES permitting authority for its first permit term. For subsequent permit terms, the permittee must submit reports in year two and four unless the NPDES permitting authority requires more frequent reports. As of December 21, 2020 all reports submitted in compliance with this section must be submitted electronically by the owner, operator, or the duly authorized representative of the small MS4 to the NPDES permitting authority or initial recipient, as defined in 40 CFR 127.2(b), in compliance with this section and 40 CFR part 3 (including, in all cases, subpart D to part 3), §122.22, and 40 CFR part 127. Part 127 is not intended to undo existing requirements for electronic reporting. Prior to this date, and independent of part 127, the owner, operator, or the duly authorized representative of the small MS4 may be required to report electronically if specified by a particular permit or if required to do so by state law. The report must include:

(i) The status of compliance with permit terms and conditions;

(ii) Results of information collected and analyzed, including monitoring data, if any, during the reporting period;

(iii) A summary of the storm water activities the permittee proposes to undertake to comply with the permit during the next reporting cycle;

(iv) Any changes made during the reporting period to the permittee's storm water management program; and

(v) Notice that the permittee is relying on another governmental entity to satisfy some of the permit obligations (if applicable), consistent with §122.35(a).

(e) *Qualifying local program.* If an existing qualifying local program requires the permittee to implement one or more of the minimum control measures of paragraph (b) of this section, the NPDES permitting authority may include conditions in the NPDES permit that direct the permittee to follow that qualifying program's requirements rather than the requirements of paragraph (b). A qualifying local program is a local, State or Tribal municipal storm water management program that imposes, at a minimum, the relevant requirements of paragraph (b).

[81 FR 89349, Dec. 9, 2016]]

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[Need assistance?](#)

**AN ORDINANCE AMENDING VARIOUS SECTIONS OF CHAPTER 405, SUBDIVISIONS AND LAND DEVELOPMENT REGULATIONS, TO REVISE LAND DISTURBANCE TOTAL AREA REGULATIONS AS PROVIDED HEREIN**

**BE IT ORDAINED BY THE COUNCIL OF THE City of University City, MISSOURI, AS FOLLOWS:**

**Section 1.** Sections 405.140, 405.280, and 405.510 of Chapter 405, Subdivision and Land Development Regulations, of the University City Municipal Code are amended as provided herein. Language to be deleted from the Code is represented as ~~stricken through~~; language to be added to the Code is **emphasized**. This Ordinance contemplates no revisions to the Code other than those so designated; any language or provisions from the Code omitted from this Ordinance is represented by an ellipsis and remains in full force and effect.

**Section 2.** Section 405.140 of the University City Municipal Code is hereby amended to replace five (5) acres with one (1) acre of land that constitutes the need for a DNR Land Disturbance Permit, as follows:

**405.140. Grading Permit (On-Site Excavation and Filling), Item C., DNR Land Disturbance Permit.** If construction activities disturb land or entails the grading of an area that is ~~five (5) acres~~ **one (1) acre** or greater, a land disturbance permit shall be obtained from the Missouri Department of Natural Resources. Under such circumstances, no grading permit or improvement construction permit shall be issued by the Director of Public Works and Parks until the applicant for either permit provides evidence of the DNR land disturbance permit.

\* \* \*

**Section 3.** Section 405.280 of the University City Municipal Code is hereby amended to replace five (5) acres with one (1) acre of land that constitutes the need for a DNR Land Disturbance Permit, as follows:

**405.280. Improvement Plan Submittal Requirements, Item C4d., DNR land disturbance permit required.** If construction activities disturb land or entail the grading of an area that is ~~five (5) acres~~ **one (1) acre** or greater, a land disturbance permit shall be obtained from the Missouri Department of Natural Resources (see Section 405.140).

\* \* \*

**Section 4.** Section 405.510 of the University City Municipal Code is hereby amended to replace five (5) acres with one (1) acre of land that constitutes the need for a DNR Land Disturbance Permit, as follows:

**405.510. Site Grading and Erosion Control, Item A3., Erosion/siltation control.** Every subdivision or land development shall make adequate provisions to minimize and control both short-term and long-term erosion and siltation in accordance with the requirements of this Section and any storm drainage control requirements of MSD. The

Director of Public Works and Parks shall establish specific standards to ensure the compliance with the intent of these erosion and siltation control requirements. The Director of Public Works and Parks may require modifications or additions to the erosion control plans should the proposed measures not adequately control erosion and siltation. If construction activities disturb land or entail the grading of an area that is ~~five (5) acres~~ **one (1) acre** or greater, a land disturbance permit shall be obtained from the Missouri Department of Natural Resources (see Section 405.140(C)).

\* \* \*

**Section 6.** This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of the sections revised by this amendment nor bar the prosecution for any such violation.

**Section 7.** This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
INTERIM CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Stop sign - Leland Avenue and Loop South Road intersection

**AGENDA SECTION:** New Business

**CAN THIS ITEM BE RESCHEDULED? :** Yes

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### **BACKGROUND REVIEW:**

The Traffic Commission reviewed a request to approve a permanent installation of two stop signs on Leland Avenue and Loop South Road intersection.

A stop sign is warranted at this location. Due to the geometry of the intersection from the recent approval of a two-way traffic configuration on Loop South Rd. it is recommended to install a Stop sign on Leland Ave at Loop South Road, as requested.

At the July 12, 2017 Traffic Commission meeting, the Traffic Commissioners reviewed the request and recommended approval by the City Council.

The Traffic Code will have to be amended at Schedule VII, Stop Intersections, Table VII-A Stop Intersections to include this location.

### **RECOMMENDATION:**

Staff recommends approval of this request; therefore amend the Traffic Code Chapter 300 – Schedule VII Stop Intersections, Table VII-A Stop Intersections.

### **ATTACHMENTS:**

- Bill amending Chapter 300 – Schedule VII Stop Intersections.
- Minutes of the July 12, 2016 Traffic Commission Meeting
- Staff Report



**AN ORDINANCE AMENDING SCHEDULE VII, TABLE VII-A – STOP INTERSECTIONS, OF CHAPTER 300 TRAFFIC CODE, OF THE UNIVERSITY CITY MUNICIPAL CODE, TO REVISE TRAFFIC REGULATION AS PROVIDED HEREIN.**

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:**

**Section 1.** Schedule VII, Table VII-A. Stop Intersections of Chapter 300 of the Traffic Code, of the University City Municipal Code is amended as provided herein. Language to be added to the Code is emphasized. This Ordinance contemplates no revisions to the Code other than those so designated; any language or provisions from the Code omitted from this Ordinance is represented by an ellipsis and remains in full force and effect.

**Section 2.** Chapter 300 of the University City Municipal Code is hereby amended to add a new location where the City has designated as a stop intersection, to be added to the Traffic Code – Schedule VII, Table VII-A, as follows:

**Schedule VII: Stop Intersections**

**Table VII-A. Stop Intersections**

<b>Stop Street</b>	<b>Cross Street</b>	<b>Stops</b>
<b>Leland Avenue</b>	<b>Loop South Road</b>	<b>2</b>

\* \* \*

**Section 3.** This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty heretofore incurred by the violation of the sections revised by this amendment nor bar the prosecution for any such violation.

**Section 4.** Any person, firm or corporation violating any of the provisions of this ordinance shall be punished in accordance with the provisions of the University City Municipal Code.

**Section 5.** This ordinance shall take effect and be in force from and after its passage as provided by law.



PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2017

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

DRAFT

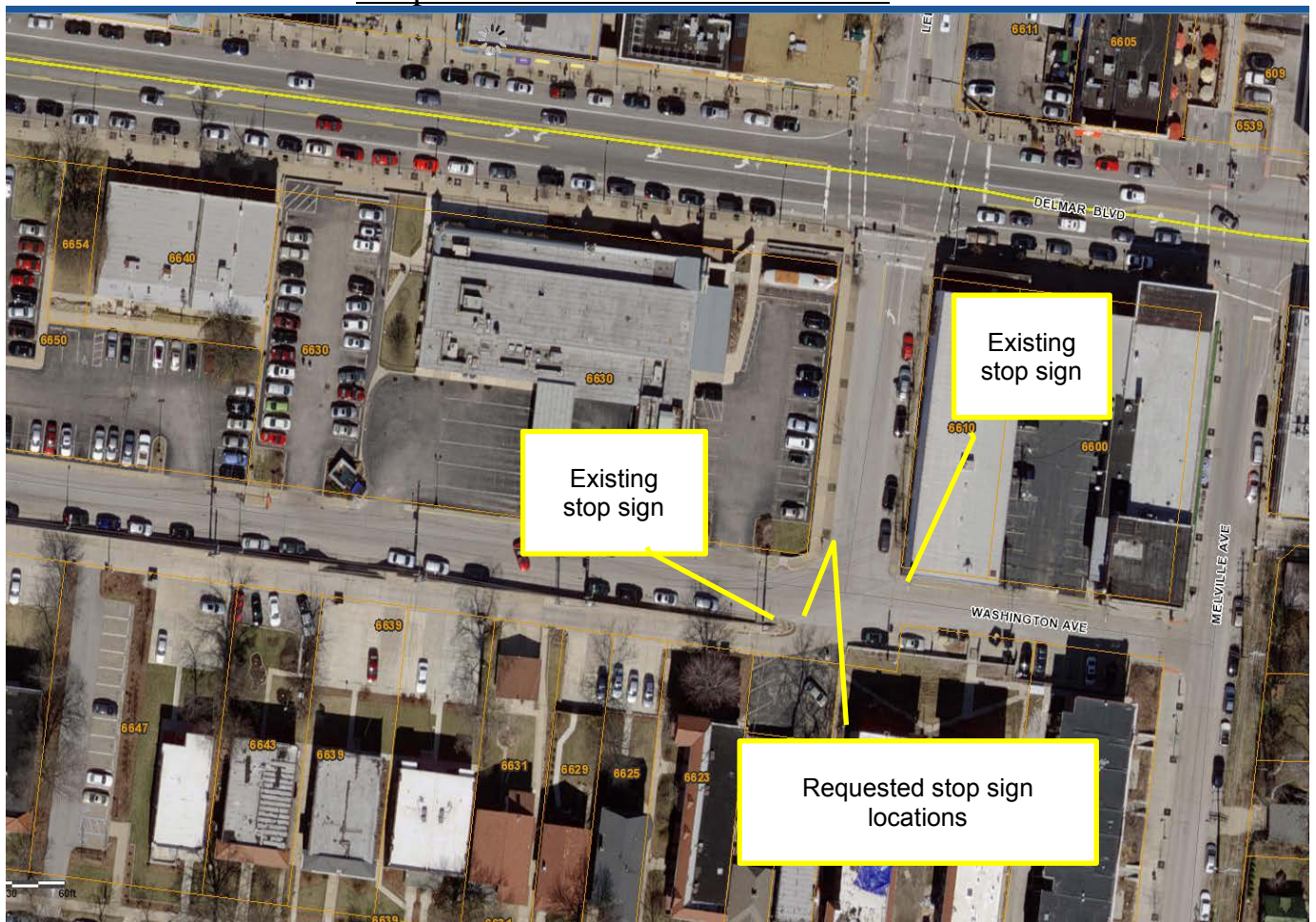
## STAFF REPORT

MEETING DATE: July 12, 2017  
APPLICANT: City Of University City  
Location: Loop South Street at Leland Avenue  
Request: All Way Stop  
Attachments: Traffic Request Form

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### Existing Conditions:

#### Loop South Steet and Leland Avenue



At the intersection of Loop South and Leland; there are no stop signs for traffic on Leland southbound and there is no stop sign for the roadway that intersects with Loop South in the northbound direction as well. Loop South in the eastward direction has a stop and Washington Ave has a stop in the westward direction.

**Request:**

With the current approval of Loop South from one way to two-way traffic for the entire length of the street, staff would like to implement an all way stop for all roads at this intersection for safety of vehicles and pedestrians.

**Conclusion/Recommendation:**

It is recommended that the Traffic Commission approve an all way stop of the intersection of Loop South Street and Leland Avenue.



## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Map Amendment - Rezoning from PD-M – Planned Development – Mixed-Use District to PD-R – Planned Development – Residential District (Assisted Living & Memory Care Facility)  
Address: 6668 Vernon (at Kingsland Avenue)

**AGENDA SECTION:** New Business

**COUNCIL ACTION:** Passage of Ordinance required for Approval

**CAN THIS ITEM BE RESCHEDULED? :** Yes

**BACKGROUND REVIEW:** The Plan Commission recommended approval of the proposed Map Amendment at their August 23, 2017 meeting. This agenda item requires a public hearing at the City Council level and passage of an ordinance. The first ordinance reading and public hearing should take place on September 11, 2017. The second and third readings and passage of the ordinance could occur at the subsequent September 25, 2017 meeting.

*Please note that the submittal of a Preliminary Development Plan is required to accompany a map amendment request for a Planned Development Zoning District. The Preliminary Development Plan is being simultaneously considered at the September 11, 2017 City Council meeting under a separate agenda item (Resolution). One staff report was prepared for both requests and is attached to both City Council agenda items.*

**Attachments:**

- 1: Transmittal Letter from Plan Commission
- 2: Staff Report
3. Draft Ordinance and Exhibits

**RECOMMENDATION:** Approval





**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

August 29, 2017

Ms. LaRette Reese  
Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Rezoning from PD-M – Planned Development – Mixed-Use District to PD-R – Planned Development – Residential District (Assisted Living & Memory Care Facility) and Approval of a Preliminary Development Plan for 6668 Vernon (at Kingsland Avenue)

Dear Ms. Reese,

At its regular meeting on August 23, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, the Plan Commission considered the above referenced application by Kingsland Walk Senior Living c/o Paul Boyer, Civil Engineering Design Consultants Inc.

By a vote of 5 to 0, the Plan Commission recommended approval of the application subject to the conditions in Attachment A of the staff report.

Sincerely,

A handwritten signature in black ink, appearing to read "Cirri Moran". The signature is fluid and cursive, with a large loop at the end.

Cirri Moran, Chairperson  
University City Plan Commission





Department of Community Development
6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

STAFF REPORT

MEETING DATE: August 23, 2017
FILE NUMBER: PC 17-09
COUNCIL DISTRICT: 2
Location: 6668 Vernon Avenue
Applicant: Kingsland Walk Senior Living, LLC (c/o Paul Boyer, Civil Engineering Design Consultants, Inc.)
Property Owner: Kingsland Walk Development LLC
c/o Bruce Bartlett
222 South Central Avenue, Suite 110
St. Louis, MO 63105
Request: Rezoning from PD-M – Planned Development – Mixed Use to PD-R – Planned Development – Residential District (Assisted Living and Memory Care Facility)

COMPREHENSIVE PLAN CONFORMANCE
[x] Yes [ ] No [ ] No reference

STAFF RECOMMENDATION

[ ] Approval [ x ] Approval with Conditions in Attachment A [ ] Denial

ATTACHMENTS:

- A. Conditions of Approval B. Map C. Application Documents
D. Preliminary Development Plan

Existing Zoning: "PD-M" – Planned Development Mixed Use
Existing Land Use: Vacant
Proposed Zoning: "PD-R" Planned Development Residential
Proposed Land Use: Assisted Living and Memory Care Facility

Surrounding Zoning and Land Use

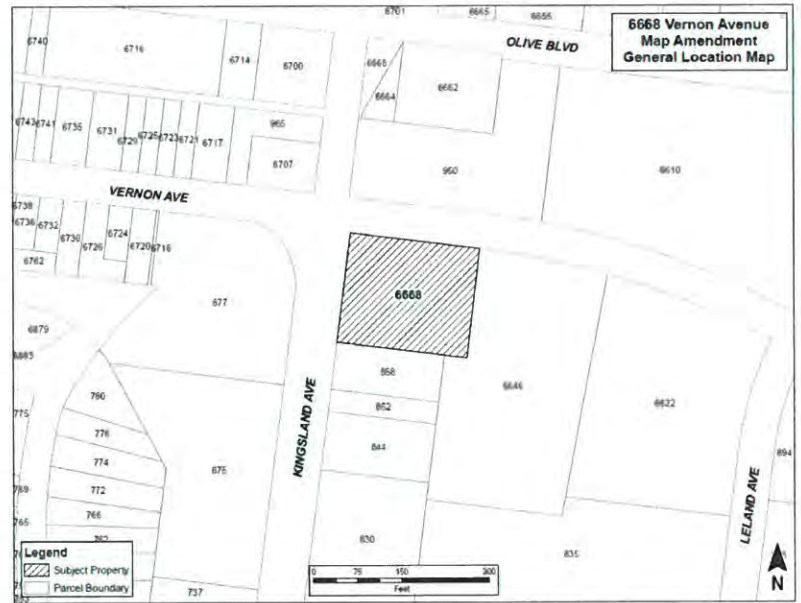
North: IC-Industrial Commercial District Commercial/Industrial
East: IC-Industrial Commercial District Commercial, Day care facility
South: HR – High Density Residential Vacant office
West: IC-Industrial Commercial District Retail and office uses

Existing Property

St. Louis County Locator ID: 18H431221. The subject property is approximately 0.96 acres in area and occupied by a vacant industrial structure in poor condition. It is located at the southeast corner of Vernon and Kingsland avenues.

### Background

The subject property has been under redevelopment consideration for approximately 12 years. In 2005, it was part of a larger rezoning petition that included the three contiguous parcels to the south (844, 852, and 858 Kingsland Avenue). That petition and a preliminary development plan were approved to allow for the construction of a 30 unit apartment building in a PD-R Planned Development Residential District. The project did not move forward and the preliminary development plan expired. A second map amendment request and preliminary development plan for the same four properties were approved in 2011. The property was rezoned to PD-M - Planned Development Mixed Use to allow for the construction of two five-story mixed use buildings, a garage and surface parking. The project did not move forward and the preliminary development plan expired.



The subject property is within the Parkview Gardens neighborhood, a mostly residential area bounded by Delmar Boulevard on the south, Olive Boulevard on the North, Kingsland Avenue on the west, and Skinker Boulevard on the east. The subject property is also located in the northwest section of the study area for the Parkview Gardens Neighborhood Redevelopment and Sustainability Plan.

### Applicant's Request

The current request is to rezone the subject property from PD-M Planned Development – Mixed Use to PD-R – Planned Development Residential in conjunction with approval of a preliminary development plan for an assisted living and memory care development.

The proposed development includes a four story 58,624 square foot building. There will be 68 units to provide assisted living and memory care. The preliminary development plan depicts the L-shaped building sited on the south and eastern portions of the parcels, with parking to the north (front) of the building. 23 parking spaces are provided. The building setbacks are: front (Vernon) = 45.5', front/side (Kingsland) = 5', side (east) = 18.8' and rear (south) 15' (to building face)/9' to balcony. Two curb cuts are proposed: Vernon Avenue, approximately 90' east of the western property line and a right in/right out from Kingsland Avenue approximately 80' from the southern property line. A 14' wide service entrance is proposed at the eastern edge of the parcel. A mix of deciduous bushes, evergreens, street trees and grasses are depicted on the preliminary site plan.



## **Planned Development “PD” Districts**

The purpose of “PD” Planned Development Districts, as set forth in Section 400.720 of the Zoning Code, is “to provide a means of achieving greater flexibility in development of land in a manner not always possible in conventional zoning districts; to encourage a more imaginative and innovative design of projects; to promote a more desirable community environment; and to retain maximum control over both the design and future operation of the development.” The Code further states, “The city council, upon review by the plan commission, may, by an ordinance adopted in the same manner as a rezoning is approved, authorize a planned development district when the proposed development or use of a specific tract of land or area warrants greater flexibility, control and density than is afforded under the general regulations of standard zoning districts.”

It is important to note that the purpose for allowing flexibility through Planned Developments is to create developments that adapt better to site conditions and the relation to surrounding properties otherwise not possible under traditional district regulations, thus resulting in developments that are more compatible and consistent with surrounding neighborhoods.

The relationship of planned development districts to the zoning map is set forth in Section 400.730 of the Zoning Code, which states in paragraph A, “The “PD” designation, as detailed in this section, is a separate use district and may be attached to a parcel of land through the process of rezoning and zoning map amendment.” However, in addition to the rezoning of a parcel of land, development plan approval is required. Section 400.730, paragraph B states, “It is the intent of this chapter that no development or redevelopment of the property encompassed by the “PD” designation take place until an acceptable development plan has been reviewed and approved in conformance with the requirements of this section, Article XIV, “Amendments,” of this chapter and applicable sections of Chapter 405, “Subdivision and Land Development Regulations,” of the University City Municipal Code.”

## **Process – Required City Approvals**

Plan Commission. Section 400.3180 of the Zoning Code requires that Plan Commission review a request for a map amendment and forward its recommendation to City Council. A public hearing will be conducted at the City Council level.

Section 400.830.B requires that Plan Commission simultaneously review the preliminary development plan for the proposed planned development district and submit its recommendation to City Council.

City Council. Section 400.850 of the Zoning Code requires that the map amendment and preliminary development plan be reviewed by City Council. The preliminary development plan is considered by a City Council resolution. Simultaneously, the rezoning request to the appropriate “PD” district shall be considered by an ordinance of City Council.

## **Analysis**

The proposed uses in the Kingsland Walk Development include 68 assisted living and memory care units, support services, and parking. The proposed uses can be accommodated in the Planned Development – Residential District zoning. It is staff’s opinion that at this development is appropriate for this site. According to market studies prepared for the applicant, there is a demand in University City for additional senior living facilities. The proposed development will be compatible with surrounding residential areas to the south and southeast, and complimentary to commercial and public spaces.

Section 400.760 of the Zoning Code establishes the permitted uses within a "PD-R" District. The specific permitted land uses shall be established in the resolution adopted by the City Council governing the particular PD-R District. Specific uses may include those uses designated as permitted, accessory, or conditional uses in any of the residential districts.

#### Minimum Site Size

The minimum site size for developments in any planned development district is one (1) acre. The Zoning Code states that the minimum site size may be waived by the City Council upon report by the Plan Commission; if it is determined that the uses proposed is desirable or necessary in relationship to the surrounding neighborhood; or, if the city council should determine such waiver to be in the general public interest. The subject site is .96 acre or just slightly below the site size.

The development is in close proximity to other medium to high density multi-family dwellings to the east and south. It would be compatible with the existing pattern of development and surrounding uses. Also, the proposed development could be an impetus for further redevelopment of properties centering this intersection. Staff recommends that the minimum site size be reduced to .96 acres for this planned development.

#### Density and Dimensional Regulations

Density and dimensional regulations for PD-R Planned Development-Residential Use District developments are set forth in Section 400.780 of the Zoning Code and is to be compatible with nearby existing developed areas. The density for the proposed development is 83 units per acre. The density is below the maximum allowed 87 units per acre for elevator apartment buildings set forth in the Zoning Code and is compatible with the neighborhoods to the south and east.

Site coverage is not addressed in the "PD-R" regulations. However, common open spaces for "PD-R" developments are provided in Section 400.1150. The required open space for the development is 6,257 square feet, and a total of 13,844 square feet is proposed (including balconies).

#### Building Setbacks and Buffers

Required building setbacks or buffers shall be as specifically established in the governing ordinances and resolutions for PD-R Developments on a case by case basis. The residential neighborhood to the south and east has platted front yard setbacks of 10 feet and 12.5 feet while many of the buildings in the Delmar Loop have no setbacks and are located on the property line. The proposed development will be a dense development within close proximity to Metcalfe Park, mass transit routes on Vernon and Olive, and the Delmar Loop. The proposed development is also within close proximity to Ackert Walkway. In promoting the pedestrian-friendly environment and character near the site, it is staff's opinion that the proposed building locations relative to the two right-of-ways, Kingsland Avenue and Vernon Avenue, are reasonable for this site and compatible with surrounding development.

Where a PD-R development abuts a commercial or industrial use or district, a thirty (30) – foot wide buffer is required with landscaping and screening. The building to the east is a child care center. It is a one-story building, but is taller than a typical one-story building. The building to the east is setback from the northern portion of the subject property by over 10 feet. A play area serving the child care center provides an additional 40 feet of buffering from the southern portion of the subject property. A sight-proof fence is currently located along the

eastern property line on the property to the east. Based on the location of the commercial building to the east, it is staff's opinion that the proposed location of the buildings are reasonable and appropriate as shown on the preliminary development plan. In order to reduce the potential visual impact of the proposed development on the property to the east, additional screening should be considered along the perimeter.

#### Building Height

The proposed building is four stories. There is no maximum building height typically established for elevator apartment buildings. Being located at the intersection of two major roads, the subject site is an ideal node for dense development. The neighborhoods to the south and east are predominately three-story apartment buildings. In the Delmar Loop, near Kingsland and Delmar, are four- and six-story buildings. The commercial building to the east is taller than typical one-story buildings. It is staff's opinion that the proposed building height is reasonable and appropriate for this location.

#### Landscaping/Screening

The Preliminary Development Plan shows landscaping around the perimeter of the property along the street and the building. Between the eastern section of the development and the child care center to the east, additional landscaping should be explored prior to submittal of the final development plan.

#### Vehicular Access/Circulation

Vehicular access to the development is provided by two curb cuts – one on Kingsland Avenue and one on Vernon Avenue. All surface parking will also be accessible through these two curb cuts. One curb cut is proposed onto Vernon Avenue for a service road for trash removal. Based on the location of the service road, it seems that access for trucks could be problematic. Proper space for turn-around area should be provided for safe access of garbage trucks into and out of the service road.

#### Parking

Section 400.2140 of the Zoning Code establishes required parking for convalescent and nursing homes. 1 space is required for every three patients based on designed maximum capacity. There will be 68 patients, and 23 parking spaces are required. The development meets the minimum parking requirements.

#### Building Design

The site is located to the northwest of the portion of the Parkview Gardens neighborhood that is designated a national historic district. The exterior of the proposed buildings should be designed and constructed using color and materials that are compatible with the Parkview Gardens neighborhood to the southeast and south. Brick accents are proposed for façade of the lower portions of the building. The window size and style should also be considered and compatible with those in the Parkview Gardens neighborhood.

#### Sustainability

Permeable pavers are proposed for the parking lot. Additional sustainability measures should be incorporated into the proposed construction where possible, such as cool roofing shingles.

**Public Involvement**

A public hearing is required before this matter is considered by City Council. A public hearing notice will be published in a newspaper 15 days prior to the meeting date and mailed to property owners within 200 feet of the subject property, exceeding the required distance of 185 feet. A sign will also be posted on the subject property with information about the public hearing. Any member of the public will have an opportunity to express any concerns by writing in or attending the Plan Commission meeting.

**Staff Recommendation**

Based on the preceding considerations, staff recommends 1) approval of the Zoning Map Amendment from PD-M Planned Development-Mixed Use to PD-R Planned Development-Residential; and 2) approval of the Preliminary Development Plan with conditions as set forth in Attachment A.



ATTACHMENT A  
Kingsland Walk Senior Living, LLC – Preliminary Development Plan

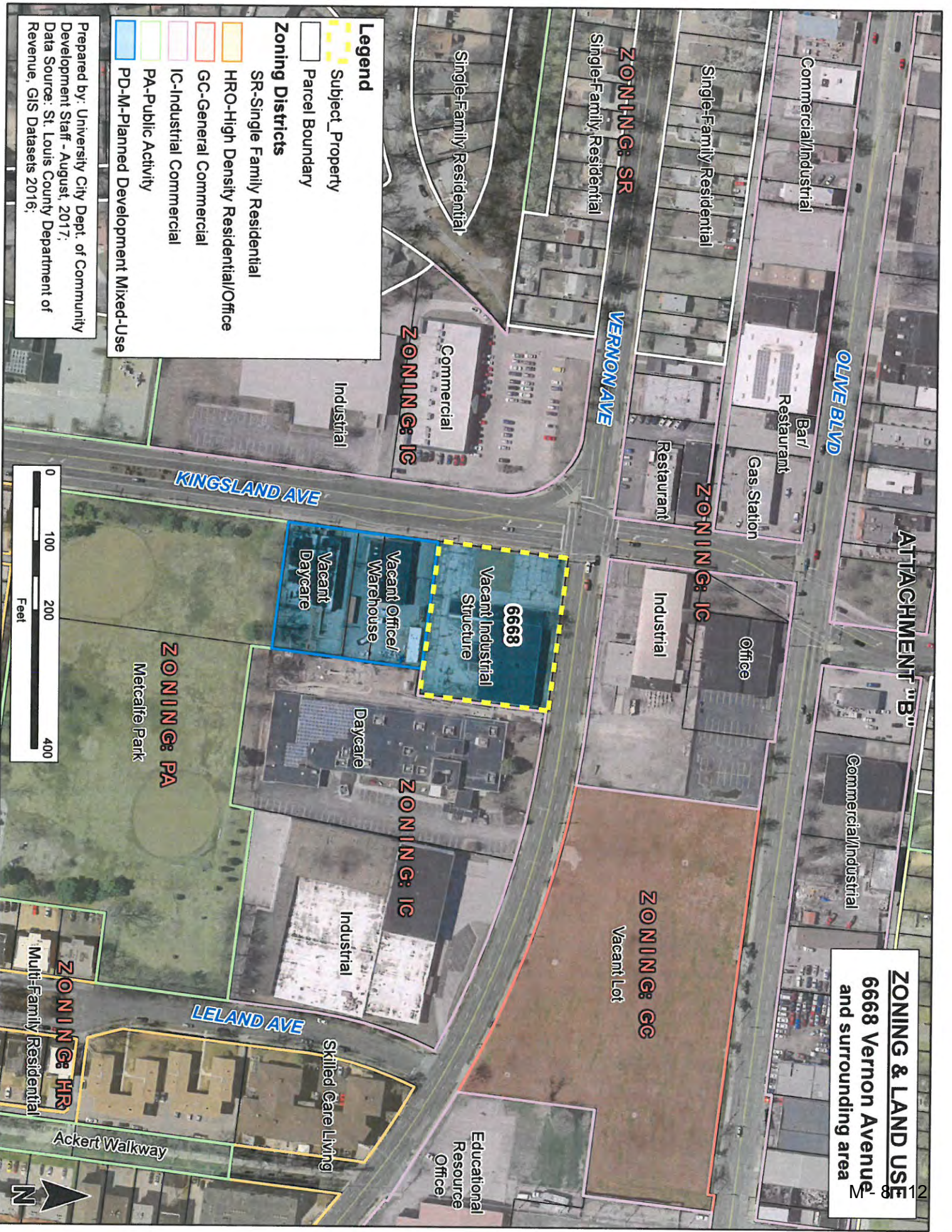
1. The building and property shall be developed, constructed and maintained in compliance with the plans submitted on August 7, 2017 with the approved application. The height and mass shall be restricted to that shown on the preliminary development plan.
2. The specific uses shall be limited to residential as depicted on the preliminary development plan.
3. The minimum site size required is reduced to .96 acres per Section 400.770 of the Zoning Code.
4. The maximum number of dwelling units permitted shall be limited to 68.
5. The minimum number of parking spaces to be provided is 23.
6. Sustainability measures shall be incorporated into the development where possible, as well as the building operations and management. These may include consideration of alternative interior finish materials, recycling, and site management practices (pollution prevention during construction), and developing a plan to water plantings until established.
7. The proposed building shall be primarily of brick construction materials and in architectural design as approved by the Department of Community Development. The exterior of the proposed buildings should be designed and constructed using color and materials that are compatible with the Parkview Gardens neighborhood to the southeast and south.
8. Curb cuts on Vernon Avenue and Kingsland Avenue shall be located and constructed as approved by St. Louis County Department of Highways and Traffic.
9. A detailed landscape plan shall be submitted to the Director of Community Development for approval, in conjunction with a review by the City Forestry Supervisor.
10. Lighting of all exterior areas shall comply with the requirements of the Zoning Code, and shall be designed to be compatible with surrounding areas by shading to direct light away from abutting uses.
11. A detailed construction traffic control and parking plan should be submitted to the Director of Community Development for approval. Said plan shall set forth details pertaining to worker and resident parking during all phases of the

proposed construction. It shall further detail solutions to public property maintenance issues such as street cleaning and traffic diversion. Said plan shall be finalized prior to the issuance of a building permit. It shall be the applicant's responsibility to obtain those approvals in written form in a timely manner prior to issuance of the building permit.

12. Approval of the preliminary development plan shall be valid for a period of two years from the date of City Council approval. A final development plan shall be submitted within the said two-year period.



**ZONING & LAND USE**  
**6668 Vernon Avenue**  
 and surrounding area



- Legend**
- Subject\_Property
  - Parcel Boundary
- Zoning Districts**
- SR-Single Family Residential
  - HRO-High Density Residential/Office
  - GC-General Commercial
  - IC-Industrial Commercial
  - PA-Public Activity
  - PD-M-Planned Development Mixed-Use

Prepared by: University City Dept. of Community Development Staff - August, 2017;  
 Data Source: St. Louis County Department of Revenue, GIS Datasets 2016;







August 7, 2017

Mr. Raymond Lai, AICP  
Deputy Director of Community Development  
Department of Community Development  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

Regarding: Project Report for Kingsland Walk Senior Living  
6668 Vernon Avenue, University City, MO 63130

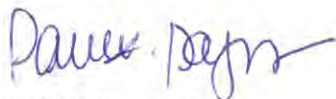
Dear Mr. Lai,

On behalf of Kingsland Walk Development, LLC we are petitioning for a rezoning and site plan approval for a new senior development called Kingsland Walk Senior Living to be located at 6668 Vernon Avenue in University City, Missouri.

Kingsland Walk Senior Living is a new 68 unit assisted living and memory care development. There will be a total of 70 beds with two of the memory care units allowing for double occupancy. The site is located on 0.96 acres at the southeast corner of Kingsland and Vernon Avenues in University City, Missouri. An existing structure on the site will be removed to make room for the new building. The new structure will be four stories and will house resident units along with all the support spaces commensurate with a modern senior care facility. Residents will be provided with full food service and a full array of senior care services will also be offered.

Included with our request is the anticipated timeline for the development process and a copy of the Real Estate Contract. We look forward to presenting our petition and beginning the process for a new senior living development in University City. Thank you in advance for your consideration.

Sincerely,



Paul K. Boyer, P.E.  
Civil Engineering Design Consultants, Inc.







# Department of Community Development

6801 Delmar Boulevard • University City, Missouri 63130 • 314-505-8500 • Fax: 314-862-3168

17-06423

AUG 07 2017

Department of Community Development  
City of University City  
6801 Delmar Boulevard  
University City MO 63130

## APPLICATION FOR ZONING MAP AMENDMENT:

Property: 6668 Vernon Avenue / Southeast corner of Vernon & Kingsland Avenues

Address / Location / Site of Building

1. Current Zoning District (Check one):

CC  GC  HR  HRO  IC  LC  LR  MR  PA  PD  SR

PD-M

2. Proposed Zoning District (Check one):

CC  GC  HR  HRO  IC  LC  LR  MR  PA  PD  SR

PD-R

3. State proposed use:

Proposed Assisted Living and Memory Care Facility

4. Describe existing premises:

Vacant industrial structure with parking lot

5. Describe proposed construction (please attach additional narrative):

Proposed 4-story assisted living and memory care facility (see attached Project Report for additional information)

6. State applicant's name, address and daytime telephone number:

Kingsland Walk Development LLC

c/o Mr. Bruce Bartlett

222 South Central Avenue, Suite 110

St. Louis, MO 63105

Ph. (314) 725-3939

7. Applicant's interest in the property (check one):

Owner  Tenant  Under contract to purchase  Under contract to lease

Other (specify):

8. State name and address and daytime telephone number of owner, if other than applicant:

(same as applicant)

Other (specify):

The undersigned hereby makes application for a Site Plan Review and requests the authorization of the City Council to proceed with the activities described in this application.

8-7-17  
Date

Bruce Bartlett, Manager  
Applicant's Signature and Title

Bruce Bartlett, Manager

### FOR OFFICE USE ONLY

Date: \_\_\_\_\_ Application first received of \_\_\_\_\_

Application fee in the amount of \$ \_\_\_\_\_ Receipt # \_\_\_\_\_



## Kingsland Walk Timeline

Step	Action Item / Stage in Process	Approximate Date
1	Release underwriter to prepare loan application for a HUD insured 232 mortgage	6/15/2017
2	Submit CON application	6/30/2017
3	Working session with University City staff	6/30/2017
4	Engage all third party reports for mortgage underwriting	7/1/2017
5	Working session with University City Planning Commission	7/27/2017
6	Formal presentation to the University City Planning Commission- recommendation anticipated	8/24/2017
7	CON application hearing	9/11/2017
8	Public hearing and first reading introducing bill to the University City Council	9/11/2017
9	Internal review and Loan Committee completed for mortgage underwriting.	9/21/2017
10	Final approval from University City Council	9/25/2017
11	Modified Firm Application submitted to HUD LEAN queue.	12/5/2017
12	HUD/LEAN Review. PRU in constant communication to ensure questions being addressed and progress is ongoing. LEAN loan committee occurs in this timeframe as well.	12/5/2017
	<b>Conditional Firm Commitment is Issued.</b> HUD is approving the key elements of the development, market conclusions, and encouraging plans / costs to be produced for the next stage of review. <u>HUD will not offer ANY INVITATIONS to competing projects in market area.</u>	
13		12/5/2017
14	Submit plans to MSD and beginning permitting process	1/20/2018
15	Completed A/E construction drawings	12/5/2017
16	Contractor bidding completed	4/20/2018
	LEAN completes review of updated information and issues <b>Firm Commitment</b> . PRU in constant communication to ensure questions being addressed and progress is ongoing.	
17		12/5/2017
18	<b>Firm Commitment issued</b> , internally reviewed, and prepare for rate lock.	12/5/2017
19	Building permit process complete	7/15/2018
	Address all special conditions, finalize any cost or plan changes, legal teams work to close promptly. Can range from 30 to 60 days depending on changes required. <b>LOAN CLOSED.</b>	
20		12/5/2017
21	Construction start	7/22/2018
22	Construction completion	7/22/2019
23	License inspection & opening	8/22/2019



## REAL ESTATE SALE CONTRACT

Effective Date: June 26, 2017

**1. Parties and Property.**

Kingsland Walk RE, LLC, Buyer, agrees to purchase from the undersigned Seller, the following real property located at 6668 Vernon Avenue, St. Louis, MO (legal description on Seller's title to govern) being all the real property Seller owns at said address.

**2. Inclusions and Exclusions.**

The purchase price includes all existing improvements on the property and appurtenances, fixtures and equipment.

**3. Purchase Price.**

The total purchase price is **\$1,800,000.00**.

**4. Closing and Possession.**

The "Closing" is the exchange of the deed for the purchase price. The closing of this sale shall take place within thirty (30) days of Buyer obtaining all permits, authorizations and loan approval as required for the proposed development of an assisted living community, or on any other date that both parties agree, at Integrity Title Solutions, LLC. Title will pass when the sale is closed. Possession of the property and keys to be delivered to Buyer at closing. Seller warrants that the property will be vacated as of time of possession and delivered to Buyer in its present condition, ordinary wear and tear excepted.

**5. Adjustments and Closing Costs.**

Adjustments, charges and closing costs are agreed to be paid by the parties as follows:

Buyer shall pay for (where applicable):

- title insurance premiums;
- hazard insurance premium;
- flood insurance premium if required by lender;
- appraisal fees and survey;
- title company charges (including closing, recording and escrow fees) customarily paid by buyer;
- any charges imposed by lender, for example: points, loan discount fees, VA funding fees, and any other loan expenses.

Seller shall pay for (where applicable):

- existing loans on property;
- title company charges (including closing, releasing and escrow fees) customarily paid by Seller;
- municipal or Conservation District inspection fee;
- special taxes and special subdivision assessments levied before closing.
- Gas or other appropriate utility inspection;
- agreed upon repairs.





Buyer and Seller shall have prorated and adjusted between them on the basis of thirty (30) days to the month as the date of closing (Seller to pay for last day):

- general taxes (based on assessment and rate for current year, if both are available; otherwise based on previous year);
- subdivision upkeep assessments and monthly condominium fees;
- flat rate utility charges (including water, sewer, and trash);
- other \_\_\_\_\_

**6. Title and Survey.**

Seller shall transfer title to buyer by Warranty Deed, subject to the following: (a) Zoning regulations; (b) Leases and occupancy of tenants existing on the date contract is executed by Buyer, and disclosed to Buyer in writing before execution of contract by Leases and occupancy of tenants existing on the date the contract is executed by Buyer, and disclosed to Buyer in writing before execution of contract by Buyer; (c) General taxes payable in the current year and thereafter; (d) Any lien or encumbrance created by or assumed by Buyer in writing or any easement accepted by Buyer in writing; (e) Subdivision, use and other restrictions, rights of way and utility easements, all of record, which do not adversely affect the use of the property as it exists for residential purposes at the time of the contract.

If improvements or repairs have been performed within six (6) months prior to closing, Seller shall furnish reasonable security against mechanics liens or evidence of payment of bills satisfactory to title company to issue mechanics lien coverage to Buyer (or to Buyer's satisfaction if coverages is not requested).

**7. Remedies Upon Default**

If either party defaults in the performance of any obligation of this contract, the party claiming a default shall notify the other party in writing of the nature of the default and his election of remedy. The notifying party shall provide the defaulting party with a deadline for curing the default.

If the default is by Seller, Buyer may either release Seller from liability upon Seller's release of the earnest money and reimbursement to Buyer for all direct costs and expenses, as specified in Buyer's notice of default (in lieu of making any claim in court), or may pursue any remedy at law and in equity, including enforcement of sale. Buyer's release of Seller does not relive Seller of his liability to brokers under the listing contract.

In the event of litigation between the parties, the prevailing party shall recover, in addition to damages or equitable relief, the cost of litigation including reasonable attorney's fees. This provision shall survive closing and delivery of Seller's deed to Buyer.

**8. Loss.**

Risk of loss to the improvements on the property shall be borne by Seller until title is transferred. If any improvements covered by this contract are damaged or destroyed, Seller shall immediately notify Buyer in writing of the damage or destruction, the amount of insurance proceeds payable, if any, and whether Seller intends, prior to closing, to restore the property to



its condition at the time of the contract. In the event Seller restores the property to its prior condition before scheduled closing, Buyer and Seller shall proceed with closing. In the event the property is not to be restored to its prior condition by Seller before closing, Buyer may either (a) Proceed with the transaction and be entitled to all insurance money, if any, payable to Seller under all policies insuring the improvements, or (b) rescind the contract, and thereby release all parties from liability hereunder. Buyer shall give written notice of his election to Seller or listing agent within ten (10) days after Buyer has received written notice of such damage of destruction and the amount of insurance proceeds payable, and closing will be extended accordingly, if required. Failure by Buyer to so notify Seller shall constitute an election to rescind the contract. A rescission hereunder does not constitute a default by Seller.

**9. Time is of the Essence.**

Time is of the essence in the performance of the obligations of the parties.

**10. Binding Effect.**

This contract shall be binding on and for the benefit of the parties and their respective heirs, personal representatives, executors, administrators or assigns.

**11. Governing Law.**

This contract shall be considered a contract for the sale of real property and shall be construed in accordance with the laws of the state of Missouri, including the requirement to act in good faith.

**12. Entire Agreement.**

This contract constitutes the entire agreement between the parties hereto and there are no other understandings, written or oral, relating to the subject matter hereof. The contract may not be changed, modified or amended, in whole or in part, except in writing signed by all parties.

**13. Access to Property**

Sellers agrees to permit inspections of the property by building inspectors, contractors, termite inspectors, engineers and appraisers selected by Buyer as provided for in the contract, or inspections required by Buyer's lender, upon reasonable advance notice to Seller. Buyer may also be present during inspections and "walk through".

**YOUR SIGNATURE BINDS YOU TO ALL OF THE TERMS OF THIS CONTRACT.**

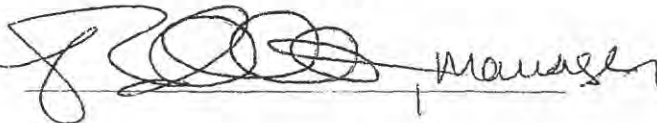
**Accepted:**

BUYER:

KINGSLAND WALK RE, LLC

a Missouri limited liability company,

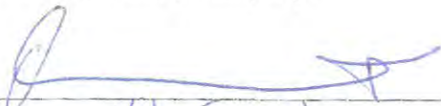
By:





Printed Name: Bruce Bartlett  
Title: Manager  
Date: June 26, 2017

SELLER:  
KINGSLAND WALK DEVELOPMENT, LLC  
a Missouri limited liability company,

By:   
Printed Name: Vito Granata  
Title: Manager  
Date: 6/26/17

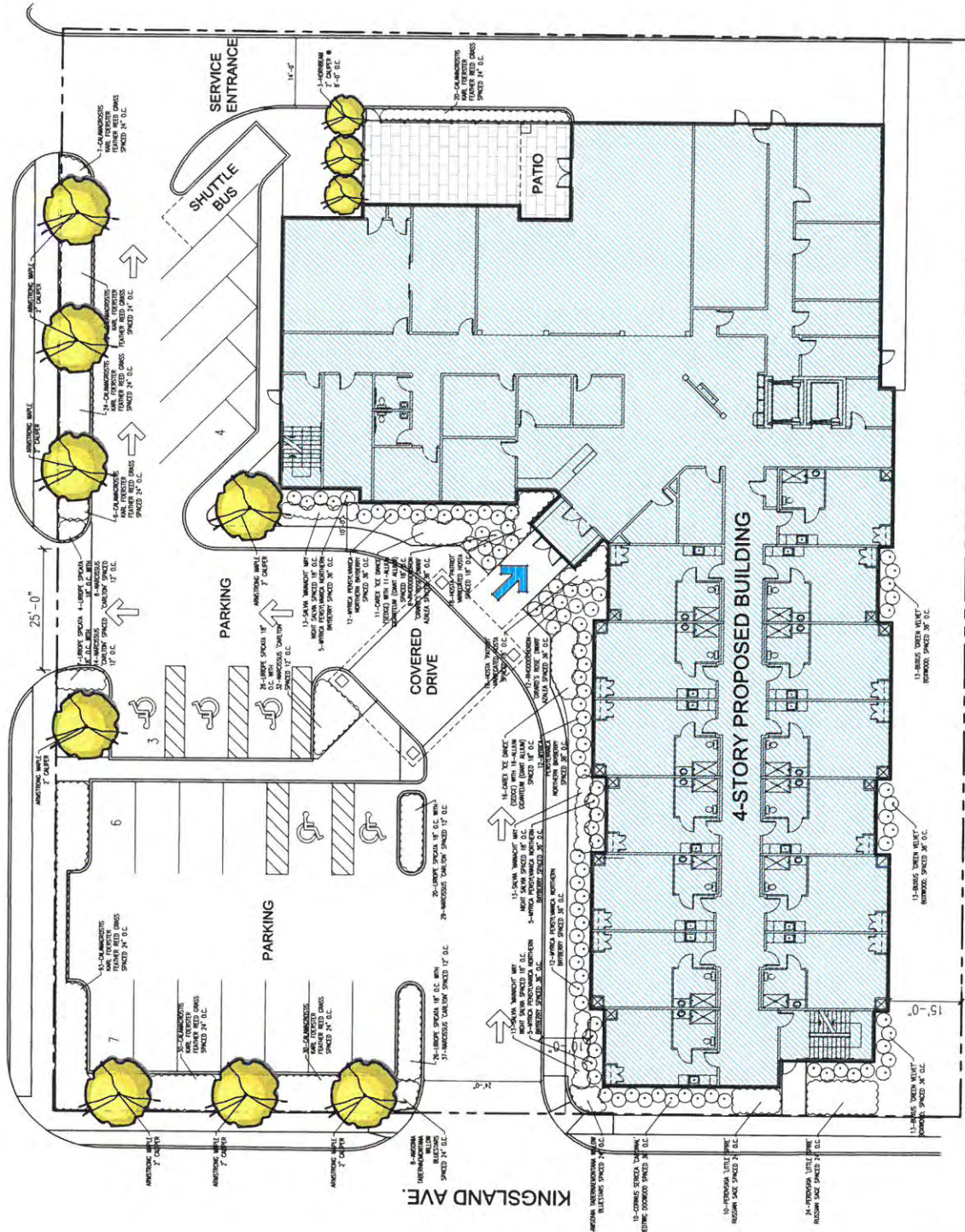












# KINGSLAND WALK

SAINT LOUIS, MO

SAINT LOUIS DESIGN ALLIANCE  
 6014 DELMAR BLVD.  
 SAINT LOUIS, MO 63112  
 314.863.1313  
 www.slda.com



JUNE 25, 2017







● CONCEPTUAL RENDERING  
SCALE: NTS

# KINGSLAND WALK

SAINT LOUIS, MO

SAINT LOUIS DESIGN ALLIANCE  
6914 DEL MAR BLVD.  
314.883.1313  
www.sldak.com  
SAINT LOUIS, MO 63112









● CONCEPTUAL RENDERING  
SCALE: NTS

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SAINT LOUIS, MO 63112  
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SAINT LOUIS, MO 63112









○ CONCEPTUAL RENDERING  
SCALE: NTS

# KINGSLAND WALK

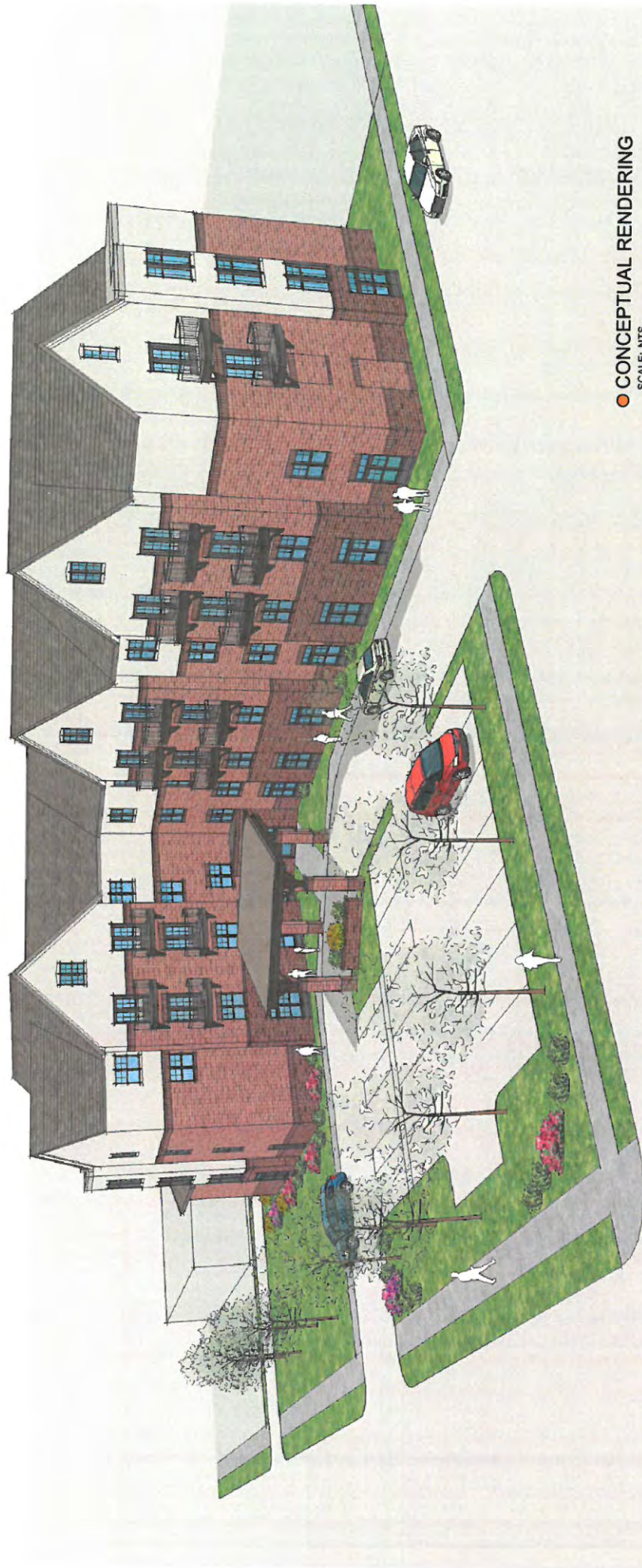
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● CONCEPTUAL RENDERING  
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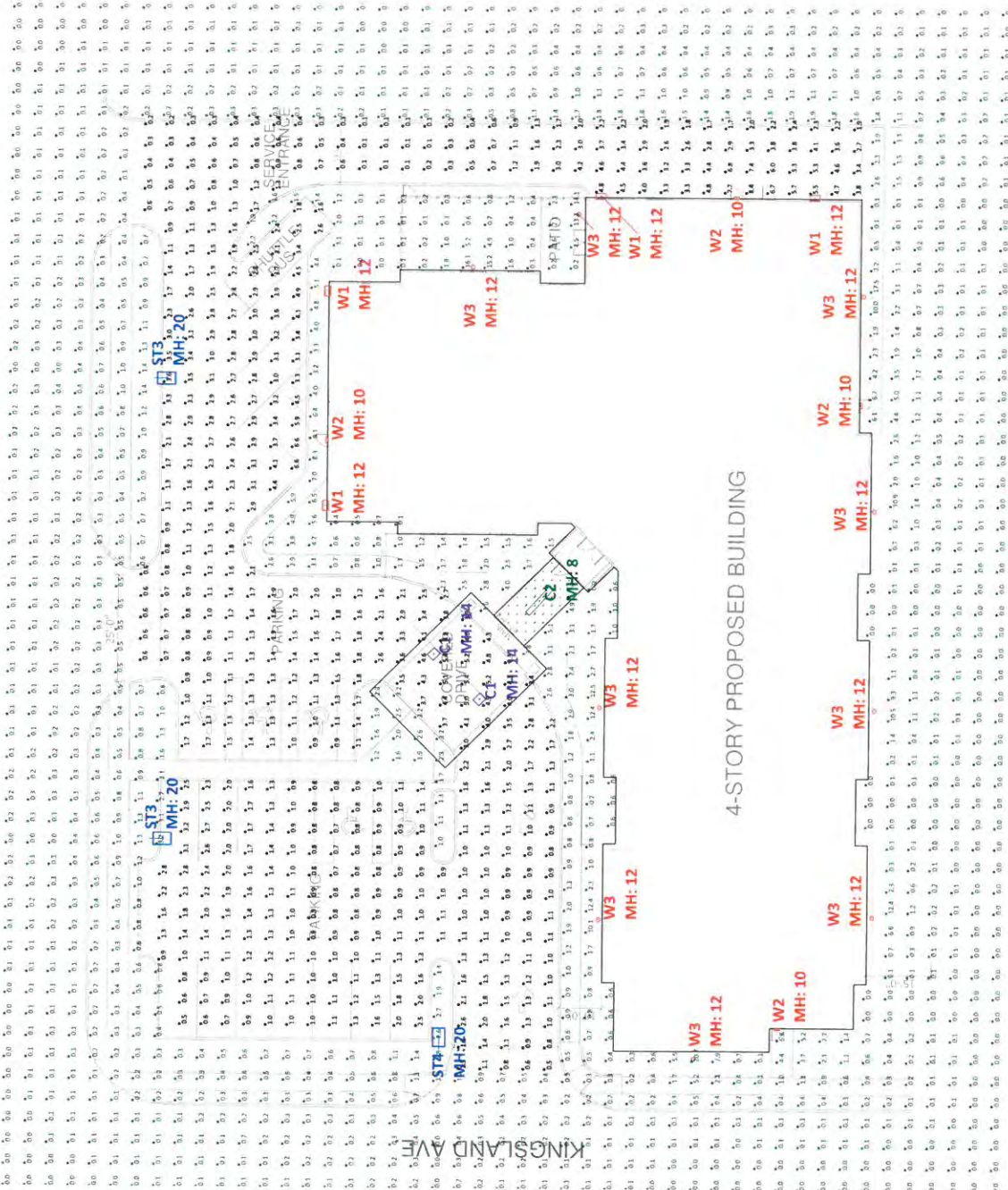




# Kingsland Walk Development - Photometric Plan



SCALE: 1 INCH = 25'-0" R (11 x 17 PAGE)





Date: 8/1/2017



**H. E. WILLIAMS, INC.**

Job Name: Kingsland Walk Site - Exterior Lighting  
 Filename: 43169.AGI Prepared By: Travis Howell  
 Prepared For: Matt Jarbo/Jenna Stokes - RLG

Luminaire Schedule				
Symbol	Qty	Label	Description	LLF
ST3	2	ST3	VA1-LB3-730-T3-F-5-xxx-OPTIONS-xxx-xxx	0.900
ST4	1	ST4	VA1-LB3-730-T4-F-5-xxx-OPTIONS-xxx-xxx	0.900
C1	2	C1	VG1-L65-730-T5-XE-xxx-OPTIONS-DIM-UNV	0.900
C2	1	C2	AVX-4-L36-830-WPC-OPTIONS-xxx-xxx	0.900
W1	4	W1	VWPH-L60-730-TFT-xxx-CGL-OPTIONS-DIM-UNV	0.900
W2	4	W2	VWMH-L20-730-T3-xxx-CGL-OPTIONS-DIM-UNV	0.900
W3	9	W3	Pathways_ C75WLBVU203KWLD8WL	0.870

Calculation Summary						
Label	Avg	Max	Min	Max/Min	Avg/Min	Units
Covered Walkway_CalcPts	7.57	13.5	3.1	4.35	2.44	Fc
Pavement_CalcPts	1.85	8.4	0.1	84.00	18.50	Fc
Perimeter_CalcPts	0.54	20.7	0.0	N.A.	N.A.	Fc



**PROJECT NOTES:**

- POLE MOUNTING HEIGHT: SHOWN
- ASSUMED PAVEMENT REFLECTANCE: 0.01% - BUILDING: 0.3%
- SPACING: VARIES - CALCULATION GRIDS @ 0'-0" GRADE
- FIXTURE SYMBOL SIZE INCREASED TO SHOW LOCATION

H.E. Williams Inc. - 831 W. Fairview Ave. - Carthage, MO. 64838 - [www.hewilliams.com](http://www.hewilliams.com) - Phone: (417)358-4065 - Fax: (866) 358-1282 - Email: [apps@hewilliams.com](mailto:apps@hewilliams.com)

DISCLAIMER:  
 CALCULATIONS HAVE BEEN PERFORMED ACCORDING TO IESNA & CIE STANDARDS AND GOOD PRACTICE. SOME DIFFERENCES BETWEEN MEASURED VALUES AND CALCULATED RESULTS MAY OCCUR DUE TO TOLERANCES IN CALCULATION METHODS, TESTING PROCEDURES, COMPONENT PERFORMANCE, MEASUREMENT TECHNIQUES AND FIELD CONDITIONS SUCH AS VOLTAGE AND TEMPERATURE VARIATIONS. INPUT DATA USED TO GENERATE THE ATTACHED CALCULATION SUCH AS ROOM DIMENSIONS, REFLECTANCES, FURNITURE AND ARCHITECTURAL ELEMENTS SIGNIFICANTLY AFFECT THE LIGHTING CALCULATIONS. IF THE REAL ENVIRONMENT CONDITIONS DO NOT MATCH THE INPUT DATA, DIFFERENCES WILL OCCUR BETWEEN MEASURED VALUES AND CALCULATED VALUES.  
 THE ATTACHED CALCULATION REPORTS SHOULD AT NO TIME BE USED FOR ACTUAL ARCHITECTURAL SITE PLANS DUE TO VARIATIONS CREATED DURING ELECTRONIC DATA TRANSFERS.  
 CALCULATION REPORTS ARE FOR GENERAL LIGHTING RECOMMENDATIONS AND ARE NOT INTENDED FOR USE AS ACTUAL CONSTRUCTION DRAWINGS.





**ATTACHMENT 3**

INTRODUCED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BILL NO. 9328

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF PROPERTY AT 6668 VERNON AVENUE FROM “PD-M” PLANNED DEVELOPMENT-MIXED USE DISTRICT TO “PD-R” PLANNED DEVELOPMENT-RESIDENTIAL DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.

WHEREAS, Chapter 400 of the University City Municipal Code divides the City in to several zoning districts, and regulates the character of buildings which may be erected in each of said districts, and the uses to which the buildings and premises located therein may be put; and

WHEREAS, the City Plan Commission examined a request (PC 17-09) for an amendment of the Official Zoning Map of the City to change the classification of the a property located at 6668 Vernon Avenue from Planned Development – Mixed Use (“PD-M”) to Planned Development – Residential (“PD-R”); and

WHEREAS, Chapter 400 of the University City Municipal Code, relating to zoning, requires a minimum site size of one acre for any planned development district; and

WHEREAS, said minimum site size may be waived by the City Council upon report by the City Plan Commission if it is determined that the use proposed is desirable or necessary in relationship to the surrounding neighborhood, or if the City Council should determine such waiver to be in the general public interest; and

WHEREAS, the City Plan Commission has determined that the proposed use is desirable or necessary in relationship to the surrounding area and a waiver of said minimum site size of one acre to .96 acre is in the general public interest; and

WHEREAS, the City Plan Commission, in a meeting at the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130 on August 23, 2017, considered said request for map amendment and recommended to the City Council that it be enacted into an ordinance; and

WHEREAS, notice of a public hearing to be held by the City Council in the City Council Chambers at City Hall at 6:30 p.m., on September 11, 2017, was duly published

in the St. Louis Countian, a newspaper of general circulation within said City on August 27, 2017 and sent by certified mail to property owners within 200' of the subject property; and

WHEREAS, said public hearing was held at the time and place specified in said notices, and all suggestions or objections concerning said amendment of the Official Zoning Map of the City were duly heard and considered by the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:

Section 1. Chapter 400 of the University City Municipal Code, relating to zoning, is hereby amended by repealing the Official Zoning Map illustrating the zoning districts established pursuant to Section 400.070 thereof, and enacting in lieu thereof a new Official Zoning Map, thereby amending the Official Zoning Map so as to change the classification of the property located within the city limits of University City at 6668 Vernon Avenue from Planned Development – Mixed Use (“PD-M”) to Planned Development – Residential (“PD-R”).

Section 2. Said property at 6668 Vernon, approximately .96 acre, is more fully described with a legal description, attached hereto, marked Exhibit “A” and made a part hereof.

The above described tract has St. Louis County locator number of:  
6668 Vernon Avenue – 18H431221

Section 3. The new Official Zoning Map of the City is attached hereto, marked Exhibit “B”, and incorporated herein by this reference thereto.

Section 4. By Resolution No. \_\_\_\_\_, the City Council approved a preliminary development plan for 6668 Vernon Avenue, known as “Kingsland Walk Senior Living”, and authorized the preparation of a final development plan. A final development plan and plat (if applicable) must be approved by the City Council prior to the issuance of any building permits in connection with the development. The type of development authorized is set forth in the Preliminary Development Plan.

Section 5. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty incurred by the violation of Chapter 400, nor bar the prosecution of any such violation.

Section 6. Any person, firm, or corporation violating any of the provisions of this ordinance shall, upon conviction thereof, be subject to the penalties provided in Chapter 400, Article 9, Division 5 of the University City Municipal Code.

Section 7. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
INTERIM CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

DRAFT

## EXHIBIT A – LEGAL DESCRIPTION FOR REZONING – KINGSLAND WALK SENIOR LIVING

PARCEL IS 18H431221, 6668 VERNON AVENUE

The land referred to in this Commitment is described as follows:

Parcel 1: Lots 1 and 2 in Block 5 of Vernon Place, according to the plat thereof recorded in Plat Book 7, Page 49, of the St. Louis County Records, excepting therefrom the West 10 feet of Lot 1 conveyed to City of University City by deed recorded in Book 705, Page 500.

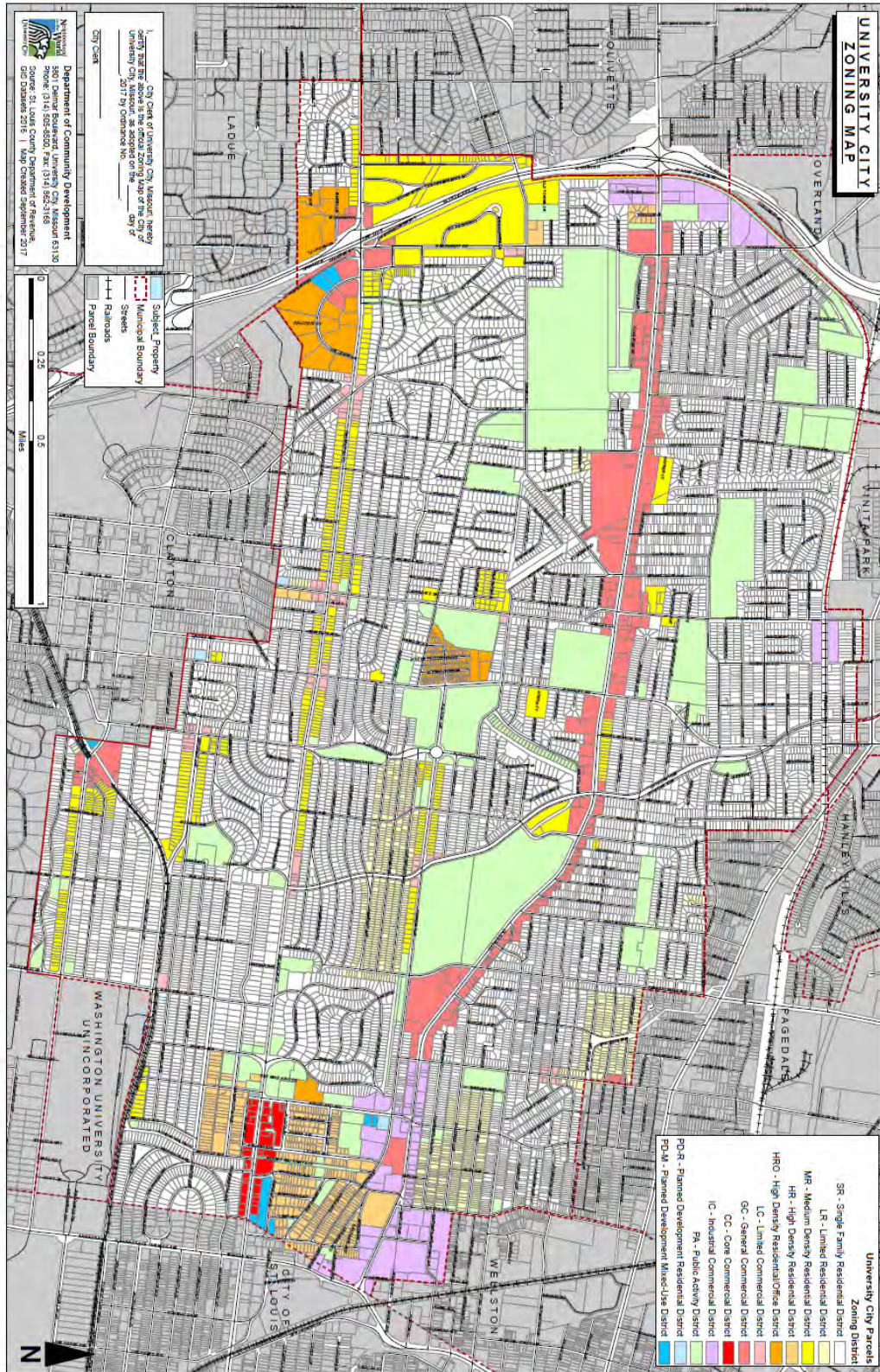
Parcel 2: A parcel of ground in United States Survey 378, St. Louis County, Missouri, being all of Lots 3, 4, 5, 6, and 7 in Block 5 of Vernon Place and part of Lot 17 of Clemens Extension of Olive St. Addition, said parcel described as beginning at the Northeastern corner of said Lot 7; thence Westwardly 150 feet along the Southern line of Vernon Avenue, 60 feet wide, to the Northwestern corner of said Lot 3; thence Southwardly 127.14 feet along the Western line of Lot 3 to the Southwestern corner; thence Westwardly 73.17 feet along the Southern line of Lots 1 and 2 in Block 5 of Vernon Place to the Eastern line of Kingsland Avenue, 80 feet wide; thence Southwardly 60 feet along the Eastern line of Kingsland Avenue; thence Eastwardly 185.53 feet and parallel with the Southern line of Lots 1 to 6 in Block 5 of Vernon Place to the Western line of property described in deed to Catherine Lamb, recorded in Book 50 page 425, of the St. Louis County Records; thence Northwardly 60 feet along the Western line of said Lamb property to the Southern line of said Lot 6; thence Eastwardly 37.67 feet along the Southern line of Lots 6 and 7 to the Southeastern corner of Lot 7; thence northwardly 127.12 feet along the Eastern line of Lot 7 to the point of beginning, according to a survey made by Pitzman's Co. of Surveyors & Engineers on October 30, 1952.

Parcel 3: Part of Lot 17 of the Clemens Extension of Olive St. Addition, in U.S. Survey 378 Township 45 North Range 6 East, described as follows: Beginning at a point in the Western line of property conveyed to Calco Realty Company Inc. by deed recorded in Book 3988 page 424 of the St. Louis County Records with its intersection with the most Southern line of property conveyed to Southwestern Bell Telephone Company by deed recorded in Book 3652 page 599 of the St. Louis County Records, said point being 60 feet South of the Southern line of Lot 6 in Block 5 of Vernon Place; thence North 7 degrees 50 minutes East 60 feet to a corner of said Southwestern Bell Telephone Company property; thence South 82 degrees 27 minutes East 37.67 feet to the most Eastern line of said Southwestern Bell telephone Company property; thence South 7 degrees 50 minutes West 60 feet to a point; thence Westwardly in a straight line, 37.67 feet to the point of beginning.





# EXHIBIT B





## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Map Amendment – rezone 7128-7138 Forsyth Boulevard from “MR” – Medium Density Residential District to “PA” – Public Activity District (PC 17-04)

**AGENDA SECTION:** New Business

**COUNCIL ACTION:** Passage of Ordinance required for Approval

**CAN THIS ITEM BE RESCHEDULED? :** No

**BACKGROUND REVIEW:** The Plan Commission recommended approval of the proposed Map Amendment at their July 26, 2017 meeting. This agenda item requires a public hearing at the City Council level and consideration for the passage of an ordinance. The first reading and public hearing should take place on September 11, 2017. The second and third readings and passage of the ordinance could occur at the subsequent September 25, 2017 meeting.

**Attachments:**

- 1: Transmittal Letter from Plan Commission
- 2: Staff Report
3. Draft Ordinance and Exhibits

**RECOMMENDATION:** Approval







Attachment 1

**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

August 29, 2017

Ms. LaRette Reese, Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Zoning Map Amendment – 7128-7139 Forsyth Boulevard (PC 17-04)

Dear Ms. Reese,

At its regular meeting on July 26, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130, the City Plan Commission considered the application by Pastor Richard Hanneke with Our Lady of Lourdes Parish to rezone 7128-7138 Forsyth Boulevard from “MR” – Medium Density Residential District to “PA” – Public Activity District.

By a vote of 5 to 0, the Plan Commission recommended approval of said Map Amendment to the University City Official Zoning Map.

Sincerely,

A handwritten signature in black ink, appearing to read "Cirri Moran". The signature is fluid and cursive, with a large loop at the end.

Cirri Moran, Chairperson  
University City Plan Commission



Department of Community Development
6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

STAFF REPORT

MEETING DATE: July 26, 2017
FILE NUMBER: PC 17-04
COUNCIL DISTRICT: 1
Location: 7128-7138 Forsyth Boulevard
Applicant: Our Lady of Lourdes Parish (Richard Hanneke, Pastor)
Property Owner: St. Louis County Catholic Church Real Est.
Request: Zoning Map Amendment (rezoning) from "MR" - Medium Density Residential District to "PA" - Public Activity District

COMPREHENSIVE PLAN CONFORMANCE
[x] Yes [ ] No [ ] No reference

STAFF RECOMMENDATION

[x] Approval [ ] Approval with Conditions [ ] Denial

ATTACHMENTS

A. Map B. Application Documents

Existing Zoning: "MR" - Medium Density Residential District
Existing Land Use: Two-Family and Multi-Family Dwellings
Proposed Zoning: "PA" - Public Activity District
Proposed Land Use: Accessory use for the church and elementary school, parking lot, and dumpster enclosure

Surrounding Zoning and Land Use:

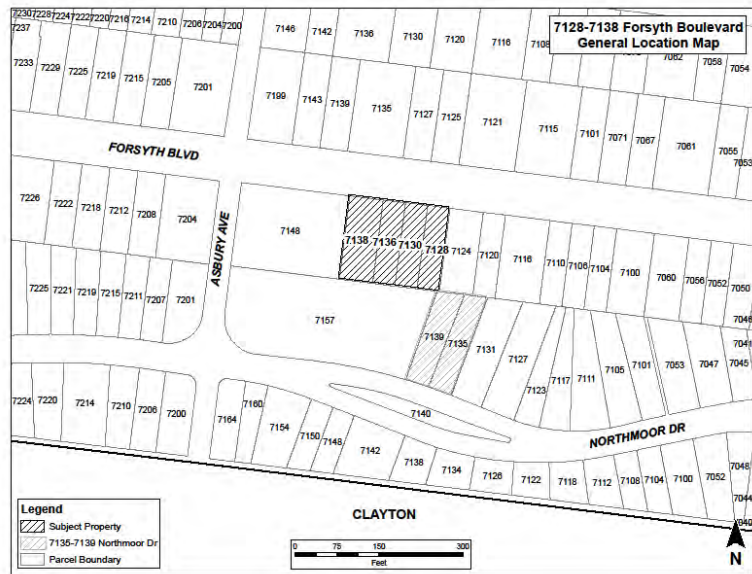
North: SR-Single Family Residential District Single-family residential
East: MR-Medium Density Residential District Multi-family residential
Southeast: SR-Single Family Residential District Single-family residential
South: PA-Public Activity District School and Single-family residential
West: PA-Public Activity District Church
MR-Medium Density Residential District Multi-family residential

Existing Property / Background

The subject property consists of four contiguous parcels in the "MR" District, approximately 0.6 acre in total area, located east and northeast of Our Lady of Lourdes Church and Elementary

School at the northeast corner of Forsyth Boulevard and Asbury Avenue. Occupying the site are an existing two-story, four-unit multi-family residential building, and three two-family dwellings, all constructed between 1921 and 1940. The topography of the site is generally flat.

The subject site is directly adjacent to Our Lady of Lourdes Church and Elementary School to the west and south which is currently zoned “PA” – Public Activity District.



A companion Map Amendment application (PC 17-05) is being considered in conjunction with this rezoning request. It is for rezoning the two parcels directly southeast of this subject site from “SR” District to “PA” District.

**Applicant’s Request**

The applicant is requesting that the subject properties be rezoned from “MR” – Medium Density Residential District to “PA” – Public Activity District. Their intent is to raze the four existing residential buildings and to allow expansion of the adjacent “PA” District to accommodate additional accessory parking areas for the existing church and elementary school use next door. As this request is merely for a change of zoning, a preliminary site plan is not required nor is part of the staff review.

**Process – Required City Approvals**

Plan Commission. Section 400.3180 of the Zoning Code requires that Map Amendment applications be reviewed by Plan Commission after receipt of staff review report. The Plan Commission shall report a recommendation to the City Council for their consideration.

City Council. Sections 400.3190 and 400.3200 of the Zoning Code require that a public hearing be held by the City Council before making a final decision, subsequent to receiving a recommendation from Plan Commission.

**Analysis**

At issue is the appropriateness of rezoning the subject properties from “MR” – Medium Density Residential District to “PA” – Public Activity District, rather than consideration of a specific land use or site design.

The existing two-family and multi-family residential buildings on the subject site are permitted in the “MR” District. While the proposed land use map in the 2005 Comprehensive Plan Update depicts the four subject parcels as multi-family residential, it is staff’s opinion that “PA” District would be an appropriate zoning classification for this property and would be reasonable and compatible with surrounding residential uses. The intended additional areas would further alleviate the need for more off-street parking for the existing church and elementary school.

The purpose of the existing “MR” – Medium Density Residential District is to “*protect and conserve areas of predominantly multi-family apartments, built at a medium density, and provide for the construction of new medium density residential developments commonly referred to as townhouse apartments and garden apartments.*” The purpose of the proposed “PA” – Public Activity District is to “*accommodate those uses and groupings of uses which have a distinctly public character and to encourage the retention of certain properties in a relatively undeveloped state, such as public recreation uses or semi-public cemeteries.*” In staff’s opinion, the proposed “PA” District would be appropriate at this location and would provide a reasonable transition between the abutting “PA” District and “MR” District.

If this rezoning request is approved, any future site design and development of the property for permitted uses will be subject to subsequent site plan review and approval process, and compliance with City regulations e.g. density, landscaping, setbacks, and buffers to ensure compatibility with the adjacent church, elementary school, single-family, and multi-family uses.

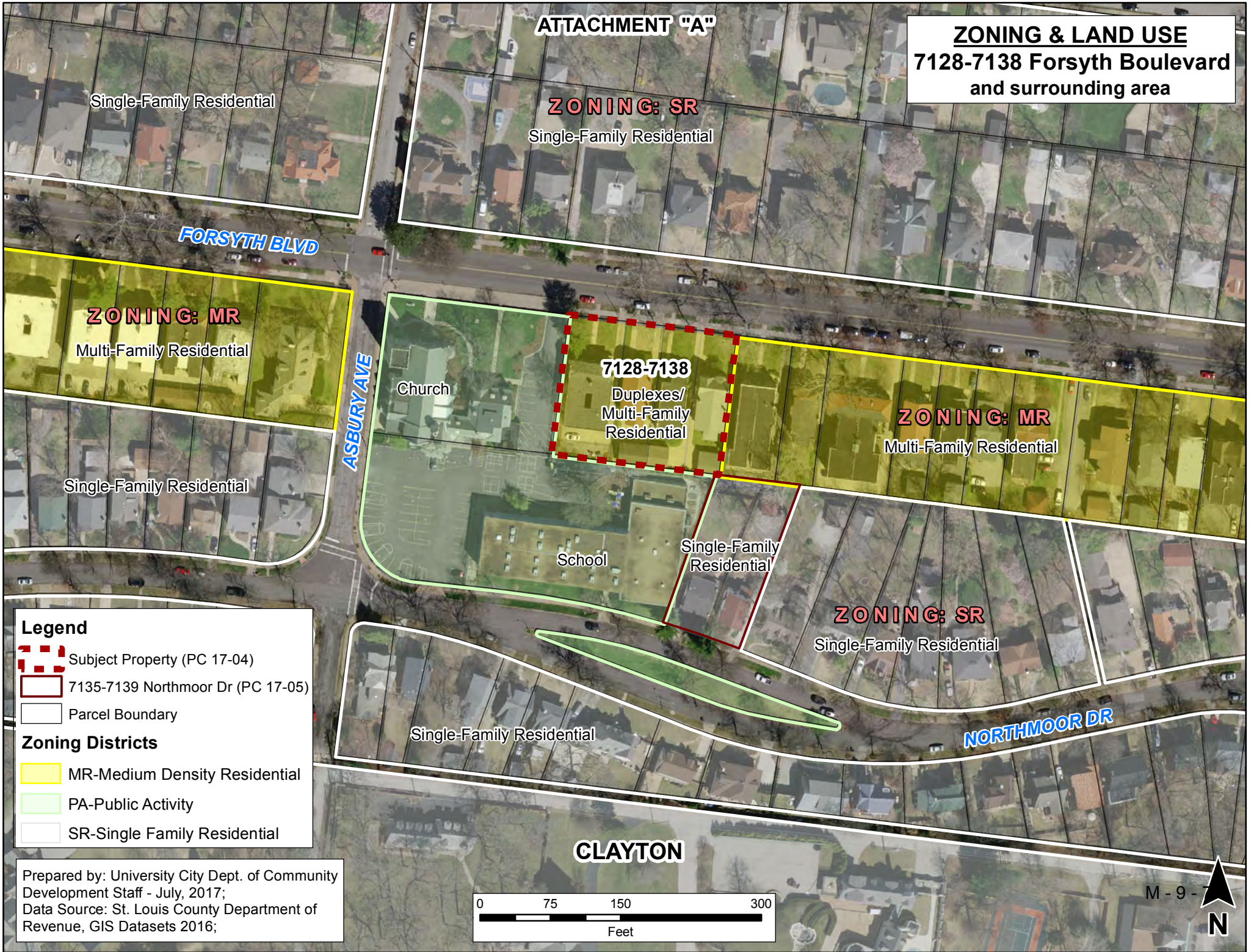
### **Conclusion/Recommendation**

Based on the preceding considerations, staff is of the opinion that the requested rezoning is appropriate and reasonable, and would not create a detrimental impact on the surrounding area. Thus, staff recommends approval of the Zoning Map Amendment from “MR” – Medium Density Residential District to “PA” Public Activity District.



**ATTACHMENT "A"**

**ZONING & LAND USE**  
**7128-7138 Forsyth Boulevard**  
**and surrounding area**



**ZONING: SR**  
Single-Family Residential

Single-Family Residential

**FORSYTH BLVD**

**ZONING: MR**  
Multi-Family Residential

**7128-7138**  
Duplexes/  
Multi-Family  
Residential

Church

**ZONING: MR**  
Multi-Family Residential

Single-Family Residential

School

Single-Family  
Residential

**ZONING: SR**  
Single-Family Residential

Single-Family Residential

**NORTHMOOR DR**

**CLAYTON**

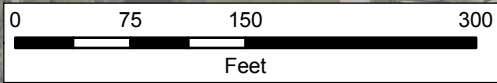
**Legend**

- Subject Property (PC 17-04)
- 7135-7139 Northmoor Dr (PC 17-05)
- Parcel Boundary

**Zoning Districts**

- MR-Medium Density Residential
- PA-Public Activity
- SR-Single Family Residential

Prepared by: University City Dept. of Community Development Staff - July, 2017;  
Data Source: St. Louis County Department of Revenue, GIS Datasets 2016;







**Department of Community Development**  
6801 Delmar Boulevard University City, Missouri 63130 ☎314-505-8500

## **APPLICATION FOR ZONING MAP AMENDMENT**

### **General Information**

Article XIV of the Zoning Code describes the zoning amendment process. The zoning code is accessible through the City's website at [www.ucitymo.org>government>citycode/charter](http://www.ucitymo.org/government/citycode/charter). An application for map amendment may be submitted by the City Council, Plan Commission, Board of Adjustment or any person with financial, contractual or proprietary interest in the property to be considered for the amendment.

### **Submission Requirements**

At least 30 days prior to a Plan Commission meeting, this application, a \$200 fee and the following shall be submitted to the Department of Community Development:

1. Legal description of property
2. Scaled map of the property, clearly showing the boundaries of property; its current and proposed zoning district classification; and the current zoning classification of adjacent property.

### **City Staff and Plan Commission Review**

Once an application has been deemed complete, an analysis by City staff will be conducted and a staff report developed. The application and staff report will then be submitted to Plan Commission for consideration at the next possible meeting. This group generally meets on the 4<sup>th</sup> Wednesday of the month. Plan Commission will vote on the application and report its recommendation to City Council.

### **Public Hearing and Notification**

After Plan Commission action, a public hearing will be scheduled for the next possible City Council meeting. Notice of the hearing must be provided 15 days in advance of the hearing date. Property owners within 200' of the subject area will be notified of the proposed zoning change.

### **City Council Action**

After holding a public hearing, City Council will make a decision on the application. Amendments to the Zoning Code are presented in the form of an ordinance and require three readings in two separate meetings. The bill (ordinance) is introduced at one City Council meeting, and has a second and third reading at a subsequent City Council meeting. City Council generally meets on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month.

1. Address/Location/Site of Building  
7138, 7136, 7130 & 7128 Forsyth Boulevard

2. Applicant Name, Address, and Daytime Telephone Number:

Our Lady of Lourdes Parish, 7148 Forsyth Blvd., St. Louis, MO 63105 314-726-6200

3. Applicant's Interest in Property:  Owner  Tenant  Under contract to purchase  
 Under contract to lease  Other Church Parish

**If applicant is not owner, attach a letter from the property owner authorizing the application for Map Amendment. The letter must include name, address, and daytime phone number of owner.**

4. Current Zoning District:  SR  LR  MR  HR  HRO  
 LC  GC  CC  IC  PA  PD

5. Proposed Zoning District:  SR  LR  MR  HR  HRO  
 LC  GC  CC  IC  PA  PD

6. Proposed Use of Property:

Accessory use for the Church, parking lot and dumpster enclosure

7. Describe existing premises and property description:

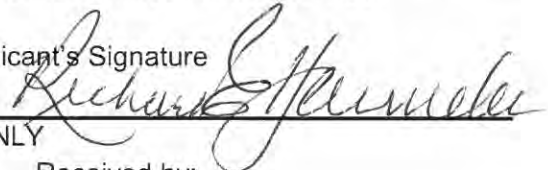
Used for multiple tenant residence, including accessory buildings for vehicle garage & storage

The undersigned hereby makes application for a Zoning Map Amendment and requests authorization of the City Council to proceed with the activities described in this application. The applicant certifies that the information contained in the application is accurate.

Date 6/29/2017

RICHARD HANNERE / PASTOR  
Applicant's Printed Name and Title

Applicant's Signature



FOR OFFICE USE ONLY

Date First Received:  
Amendments Received (if applicable):  
Application Fee Received:

Received by:  
Received by:



**BUESCHER DITCH & ASSOCIATES, INC.**

2 East Fifth Street, P.O. Box 621, Washington, Missouri 63090

Telephone: 636-239-6255 FAX: 636-239-7681

E-mail: [mditch@buescherditch.com](mailto:mditch@buescherditch.com)

Our Lady of Lourdes  
Zoning Map Amendment  
Property Description

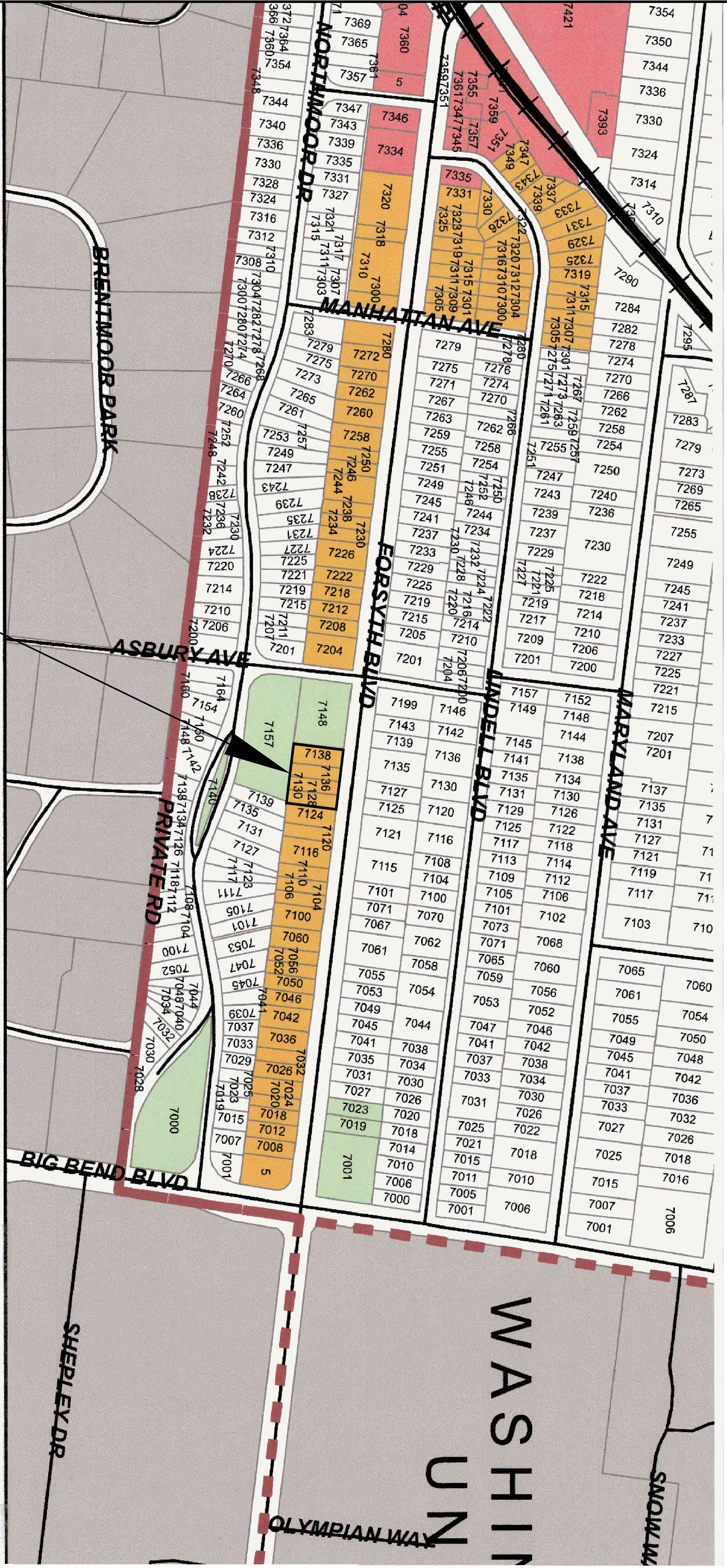
#7128 Forsyth Boulevard – Lots 17 & 18 of Northmoor, a subdivision recorded in Plat Book 13, Pages 38 & 39 of the St. Louis County Records.

#7130 Forsyth Boulevard – Lots 19 & 20 of Northmoor, a subdivision recorded in Plat Book 13, Pages 38 & 39 of the St. Louis County Records.

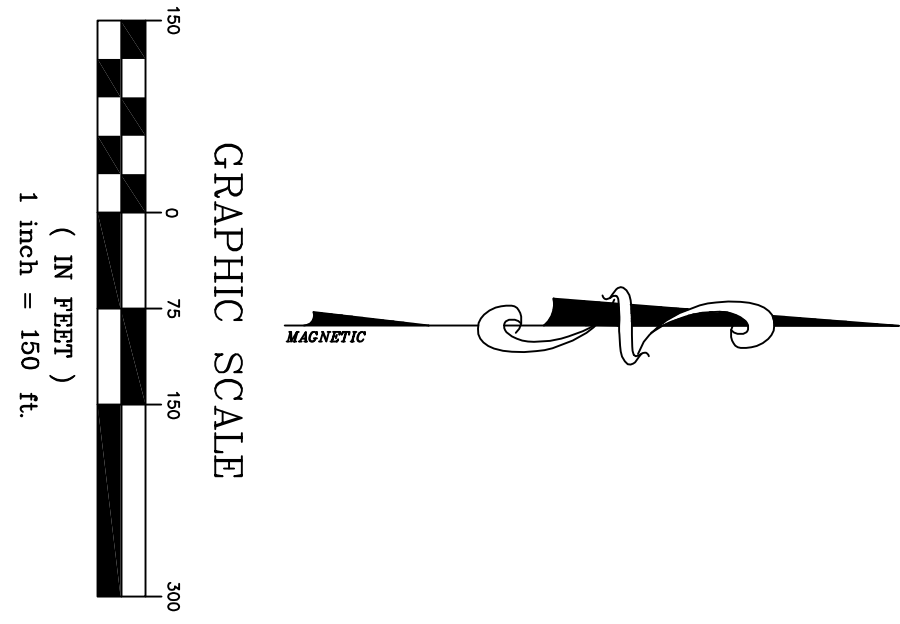
#7136 Forsyth Boulevard – Lots 21 & 22 of Northmoor, a subdivision recorded in Plat Book 13, Pages 38 & 39 of the St. Louis County Records.

#7138 Forsyth Boulevard – Lots 23, 24 & 25 of Northmoor, a subdivision recorded in Plat Book 13, Pages 38 & 39 of the St. Louis County Records.





ZONING MAP AMENDMENT FOR  
 PROPERTY KNOWN AS:  
 7138, 7136, 7130, AND  
 7128 FORSYTH BOULEVARD,  
 CURRENT ZONING: "MR" – MEDIUM DENSITY RESIDENTIAL DISTRICT  
 PROPOSED ZONING: "PA" – PUBLIC ACTIVITY DISTRICT



University City Parcels Zoning District	
	SR - Single Family Residential District
	LR - Limited Residential District
	MR - Medium Density Residential District
	HR - High Density Residential District
	HRC - High Density Residential/Office District
	LC - Limited Commercial District
	GC - General Commercial District
	CC - Core Commercial District
	IC - Industrial Commercial District
	PA - Public Activity District
	PD - Planned Development District
	PD-M - Planned Development Mixed-Use District

This document shall remain the property of Buescher Ditch and Associates, Inc. (BDA) and may not be used by any other party without the written consent of said BDA.

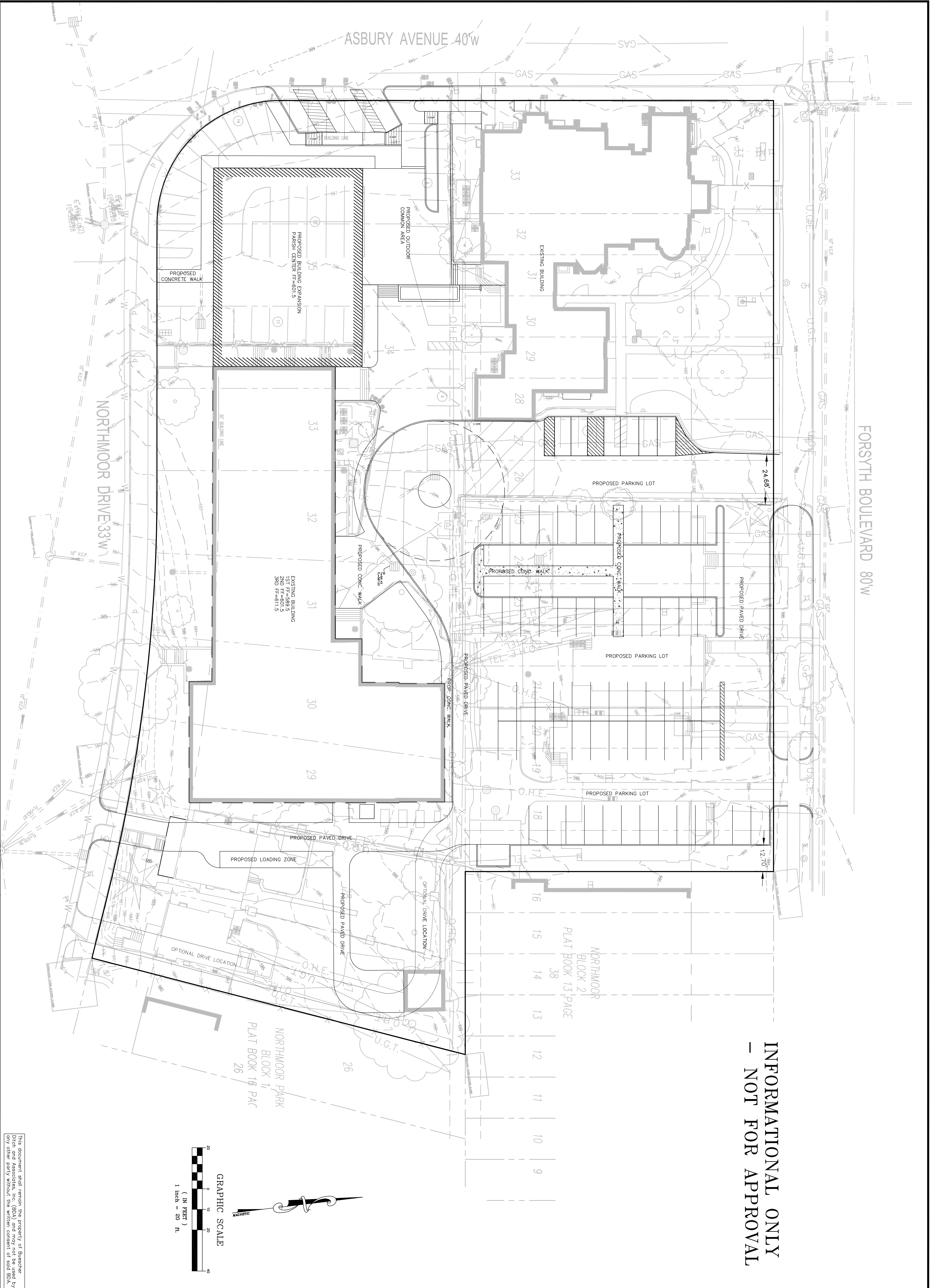
ZONING MAP AMENDMENT PLAN  
 OUR LADY OF LOURDES  
 FORSYTH BOULEVARD & ASBURY AVENUE  
 CITY OF UNIVERSITY CITY, MISSOURI

BUESCHER DITCH & ASSOCIATES, INC.  
 2 East Fifth Street, P.O. Box 621, Washington, Missouri 63090  
 Telephone: 1-636-239-6255 Fax: 1-636-239-7681  
 E-mail: www.buescherditch.com  
 P.E. Corporation No. 2001010603  
 P.L.S. Corporation No. 2001010600

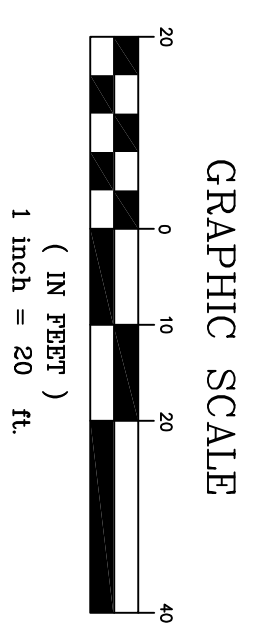
No.	DATE	REVISION DESCRIPTION

MARK A. DITCH	PROJECT ENGINEER
MARK A. DITCH	DRAWN
6/29/2017	DATE
13022	PROJECT NUMBER
PRELIMINARY SITE PLANNING	FILE NAME
	DATE
	SCALE
	CHECKED





**INFORMATIONAL ONLY**  
**— NOT FOR APPROVAL**



**PRELIMINARY SITE PLAN**  
**OUR LADY OF LOURDES**  
**FORSYTH BOULEVARD & ASBURY AVENUE**  
**CITY OF UNIVERSITY CITY, MISSOURI**

**BUESCHER DITCH & ASSOCIATES, INC.**  
 2 East Fifth Street, P.O. Box 621, Washington, Missouri 63090  
 Telephone: 1-636-239-6255 Fax: 1-636-239-7681  
 E-mail: www.buescherditch.com  
 P.E. Corporation No. 2001010603  
 P.L.S. Corporation No. 2001010600

This document shall remain the property of Buescher Ditch and Associates, Inc. (BDA) and may not be used by any other party without the written consent of said BDA.

MARK A. DITCO PROJECT ENGINEER
6/18/2017 DATE
13022 PROJECT NUMBER
PRELIMINARY SITE PLANNING FILE NAME
SHEET 07
DRAWN CHECKED

No.	DATE	REVISION DESCRIPTION

INTRODUCED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BILL NO. 9329

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF FOUR PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT 7128-7138 FORSYTH BOULEVARD FROM “MR” – MEDIUM DENSITY RESIDENTIAL DISTRICT TO “PA” PUBLIC ACTIVITY DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.

WHEREAS, Chapter 400 of the University City Municipal Code divides the City in to several zoning districts, and regulates the character of buildings which may be erected in each of said districts, and the uses to which the buildings and premises located therein may be put; and

WHEREAS, the City Plan Commission examined a request (PC 17-04) from Our Lady of Lourdes Parish (c/o Richard Hanneke, Pastor) for an amendment of the Official Zoning Map of the City to change the classification of the four (4) properties located within the City limits of University City at 7128-7138 Forsyth Boulevard from Medium Density Residential District (“MR”) to Public Activity District (“PA”); and

WHEREAS, the City Plan Commission, in a meeting at the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130 on July 26, 2017, considered said request for map amendment and recommended to the City Council that it be enacted into an ordinance; and

WHEREAS, due notice of a public hearing to be held by the City Council in the City Council Chambers at City Hall at 6:30 p.m., on September 11, 2017, was duly published in the St. Louis Countian, a newspaper of general circulation within said City on August 27, 2017; and

WHEREAS, said public hearing was held at the time and place specified in said notice, and all suggestions or objections concerning said amendment of the Official Zoning Map of the City were duly heard and considered by the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:



Section 1. Chapter 400 of the University City Municipal Code, relating to zoning, is hereby amended by repealing the Official Zoning Map illustrating the zoning districts established pursuant to Section 400.070 thereof, and enacting in lieu thereof a new Official Zoning Map, thereby amending the Official Zoning Map so as to change the classification of the four (4) properties located within the city limits of University City at 7128-7138 Forsyth Boulevard from Medium Density Residential District (“MR”) to Public Activity District (“PA”).

Section 2. Said properties at 7128-7138 Forsyth Boulevard, totaling approximately 0.62-acre, are more fully described with legal descriptions, attached hereto, marked Exhibit “A” and made a part hereof.

The above described tracts having St. Louis County locator numbers of:

7128 Forsyth Boulevard	19J540767
7130 Forsyth Boulevard	19J540778
7136 Forsyth Boulevard	19J540789
7138 Forsyth Boulevard	19J540790

Section 3. The new Official Zoning Map of the City is attached hereto, marked Exhibit “B”, and incorporated herein by this reference thereto.

Section 4. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty incurred by the violation of Chapter 400, nor bar the prosecution of any such violation.

Section 5. Any person, firm, or corporation violating any of the provisions of this ordinance shall, upon conviction thereof, be subject to the penalties provided in Chapter 400, Article 9, Division 5 of the University City Municipal Code.

Section 6. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

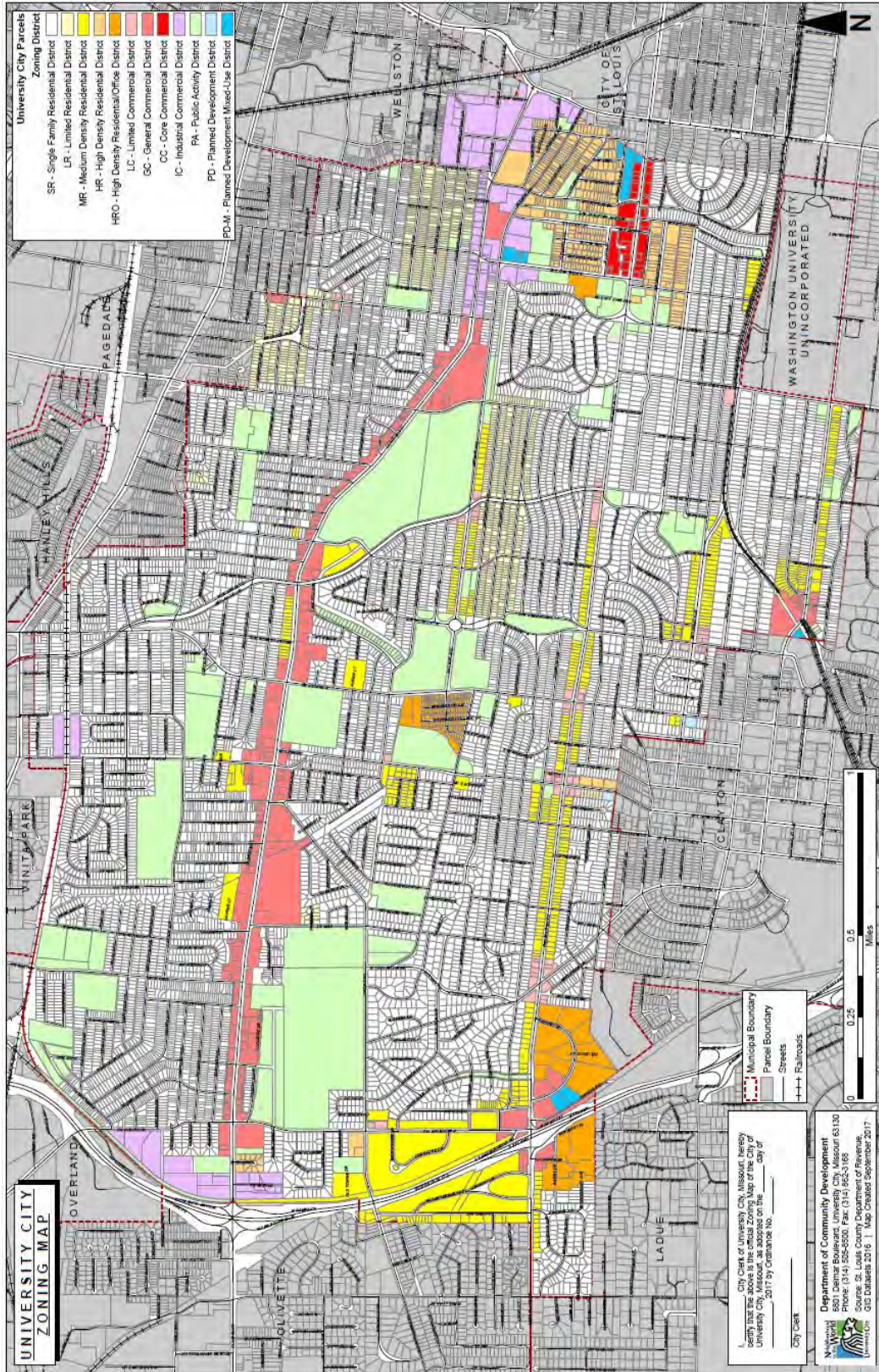
**EXHIBIT A – LEGAL DESCRIPTION FOR REZONING – 7128-7138 FORSYTH BOULEVARD**

Tracts of land being Lots 17, 18, 19, 20, 21, 22, 23, 24, and 25 in Block 2 of Northmoor, a subdivision recorded in Plat Book 13, Pages 38 and 39 of the St. Louis County Records, in the City of University City, St. Louis County, Missouri and more particularly described as follows:

Beginning at the Northwest corner of above said Lot 25, said point being on the Southerly line of Forsyth Boulevard, 80 feet wide; Thence South  $83^{\circ}03'06''$  East along the Southerly line of said Forsyth Boulevard a distance of 180.00 feet to the Northeast corner of the above said Lot 17; thence South  $06^{\circ}56'54''$  West along the Easterly line of said Lot 17 a distance of 150.00 feet to the Northerly line of Lot 28 in Block 1 of Northmoor Park, a subdivision recorded in Plat Book 16, Pages 26 and 27 of the St. Louis County Records; Thence North  $83^{\circ}03'06''$  West along the Northerly line of said Northmoor Park a distance of 180.00 feet to the Southwest corner of aforementioned Lot 25 of Northmoor; Thence North  $06^{\circ}56'54''$  East along the Westerly line of said Lot 25 a distance of 150.00 feet to the point of beginning and containing 27,000 square feet (0.62-acre) more or less.

DRAFT

# EXHIBIT B





## Council Agenda Item Cover

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**MEETING DATE:** September 11, 2017

**AGENDA ITEM TITLE:** Map Amendment – rezone 7135-7139 Northmoor Drive from “SR” – Single Family Residential District to “PA” – Public Activity District (PC 17-05)

**AGENDA SECTION:** New Business

**COUNCIL ACTION:** Passage of Ordinance required for Approval

**CAN THIS ITEM BE RESCHEDULED? :** No

**BACKGROUND REVIEW:** The Plan Commission recommended approval of the proposed Map Amendment at their July 26, 2017 meeting. This agenda item requires a public hearing at the City Council level and consideration for the passage of an ordinance. The first reading and public hearing should take place on September 11, 2017. The second and third readings and passage of the ordinance could occur at the subsequent September 25, 2017 meeting.

**Attachments:**

- 1: Transmittal Letter from Plan Commission
- 2: Staff Report
3. Draft Ordinance and Exhibits

**RECOMMENDATION:** Approval





**Plan Commission**

6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

August 29, 2017

Ms. LaRette Reese, Interim City Clerk  
City of University City  
6801 Delmar Boulevard  
University City, MO 63130

RE: Zoning Map Amendment – 7135-7139 Northmoor Drive (PC 17-05)

Dear Ms. Reese,

At its regular meeting on July 26, 2017 at 6:30 pm in the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130, the City Plan Commission considered the application by Pastor Richard Hanneke with Our Lady of Lourdes Parish to rezone 7135-7139 Northmoor Drive from “SR” – Single-Family Residential District to “PA” – Public Activity District.

By a vote of 6 to 0, the Plan Commission recommended approval of said Map Amendment to the University City Official Zoning Map.

Sincerely,

Cirri Moran, Chairperson  
University City Plan Commission



Department of Community Development
6801 Delmar Boulevard, University City, Missouri 63130, Phone: (314) 862-6767, Fax: (314) 862-3168

STAFF REPORT

MEETING DATE: July 26, 2017
FILE NUMBER: PC 17-05
COUNCIL DISTRICT: 1
Location: 7135-7139 Northmoor Drive
Applicant: Our Lady of Lourdes Parish (Richard Hanneke, Pastor)
Property Owner: St. Louis County Catholic Church Real Est.
Request: Zoning Map Amendment (rezoning) from "SR" - Single-Family Residential District to "PA" - Public Activity District

COMPREHENSIVE PLAN CONFORMANCE
[x] Yes [ ] No [ ] No reference

STAFF RECOMMENDATION

[x] Approval [ ] Approval with Conditions [ ] Denial

ATTACHMENTS

A. Map B. Application Documents

Existing Zoning: "SR" - Single-Family Residential District
Existing Land Use: Single-Family Dwellings
Proposed Zoning: "PA" - Public Activity District
Proposed Land Use: Accessory use for the church and elementary school, playground, access drive, and existing storage building

Surrounding Zoning and Land Use:

North: MR-Medium Density Residential District Multi-family residential
East: SR-Single Family Residential District Single-family residential
South: SR-Single Family Residential District Single-family residential
West: PA-Public Activity District Church and Elementary School

Existing Property / Background

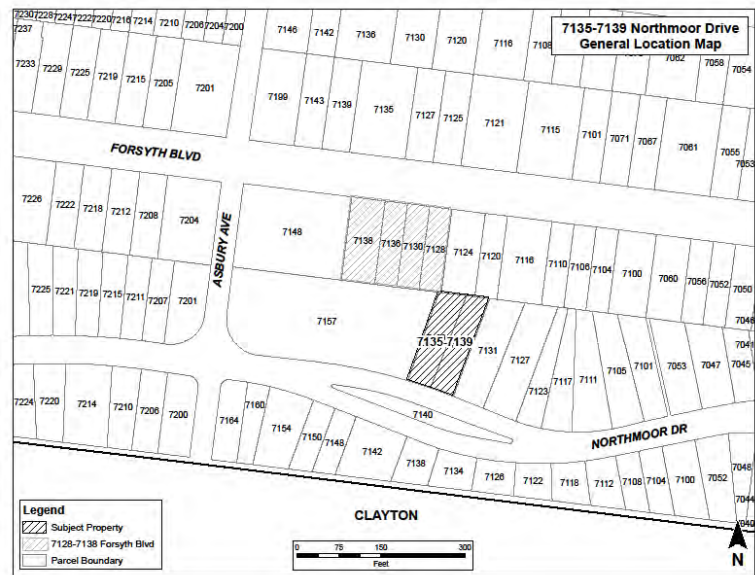
The subject property consists of two contiguous parcels in the "SR" District, approximately 0.4 acre in total area, located east of the Our Lady of Lourdes Elementary School at the northeast corner of Northmoor Drive and Asbury Avenue. Occupying the site are both an existing 1.5-



story and two-story single-family residence, both constructed in 1926. The topography of the site is generally flat with a gradual slope from northwest to southeast.

The subject site is directly adjacent to Our Lady of Lourdes Church and Elementary School to the east which is currently zoned “PA” – Public Activity District.

A companion Map Amendment application (PC 17-04) is being considered in conjunction with this rezoning request. It is for rezoning the four parcels directly northwest of this subject site from “MR” District to “PA” District.



### Applicant’s Request

The applicant is requesting that the subject properties be rezoned from “SR” – Single-Family Residential District to “PA” – Public Activity District. Their intent is to raze the two existing single-family residences to allow expansion of the adjacent “PA” District to accommodate additional accessory parking areas for the existing church and elementary school use next door. As this request is merely for a change of zoning, a preliminary site plan is not required nor is part of the staff review.

### Process – Required City Approvals

Plan Commission. Section 400.3180 of the Zoning Code requires that Map Amendment applications be reviewed by Plan Commission after receipt of staff review report. The Plan Commission shall report a recommendation to the City Council for their consideration.

City Council. Sections 400.3190 and 400.3200 of the Zoning Code require that a public hearing be held by the City Council before making a final decision, subsequent to receiving a recommendation from Plan Commission.

### Analysis

At issue is the appropriateness of rezoning the subject properties from the “SR” – Single-Family Residential District to “PA” – Public Activity District, rather than consideration of a specific land use or site design.

The existing single-family residences on the subject site are permitted in the “SR” District. While the proposed land use map in the 2005 Comprehensive Plan Update depicts the two subject parcels as single-family residential, it is staff’s opinion that “PA” District would be an appropriate zoning classification for this property and would be reasonable and compatible with surrounding residential uses. The intended additional areas would further alleviate the need for more off-street parking and access for the existing church and elementary school.

The purpose of the existing “SR” – Single-Family Residential District is to “*protect and conserve areas of predominantly single-family detached dwellings, while at the same time allowing for the construction of new dwelling units if in substantial conformance with the character of surrounding single-family dwellings.*” The purpose of the proposed “PA” – Public Activity District is to “*accommodate those uses and groupings of uses which have a distinctly public character and to encourage the retention of certain properties in a relatively undeveloped state, such as public recreation uses or semi-public cemeteries.*” In staff’s opinion, the proposed “PA” District would be appropriate at this location and would provide a reasonable transition between the abutting “PA” District and “SR” District.

If this rezoning request is approved, any future site design and development of the property for permitted uses will be subject to subsequent site plan review and approval process, and compliance with City regulations e.g. density, landscaping, setbacks, and buffers to ensure compatibility with the adjacent church, elementary school, single-family, and multi-family uses.

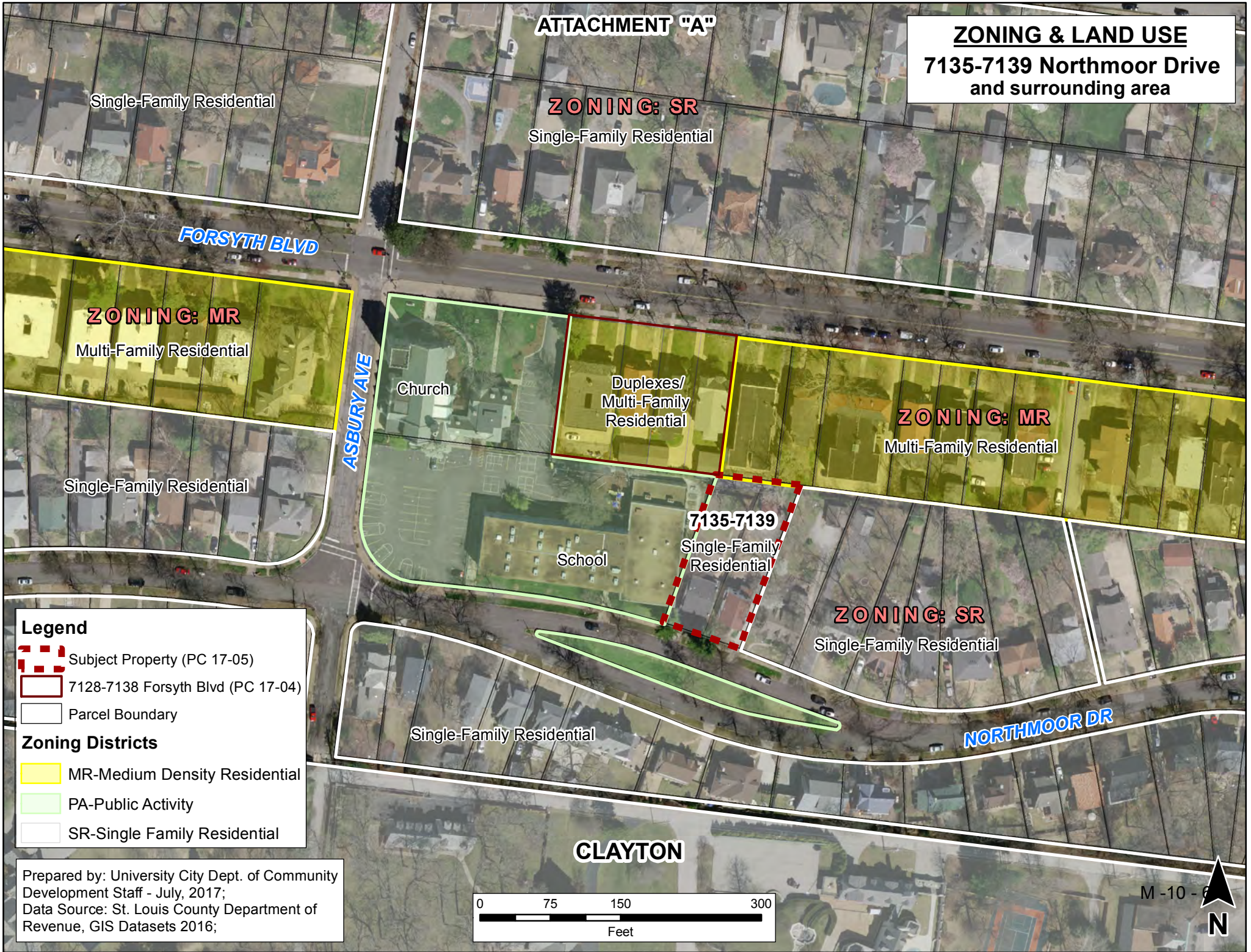
### **Conclusion/Recommendation**

Based on the preceding considerations, staff is of the opinion that the requested rezoning is appropriate and reasonable, and would not create a detrimental impact on the surrounding area. Thus, staff recommends approval of the Zoning Map Amendment from “SR” – Single Family Residential District to “PA” – Public Activity District.



**ATTACHMENT "A"**

**ZONING & LAND USE**  
**7135-7139 Northmoor Drive**  
**and surrounding area**



**ZONING: SR**  
Single-Family Residential

Single-Family Residential

**FORSYTH BLVD**

**ZONING: MR**  
Multi-Family Residential

Church

Duplexes/  
Multi-Family  
Residential

**ZONING: MR**  
Multi-Family Residential

Single-Family Residential

**ASBURY AVE**

**7135-7139**  
Single-Family  
Residential

School

**ZONING: SR**  
Single-Family Residential

Single-Family Residential

**NORTHMOOR DR**

**CLAYTON**

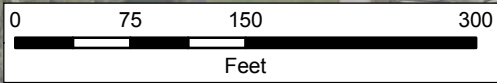
**Legend**

- Subject Property (PC 17-05)
- 7128-7138 Forsyth Blvd (PC 17-04)
- Parcel Boundary

**Zoning Districts**

- MR-Medium Density Residential
- PA-Public Activity
- SR-Single Family Residential

Prepared by: University City Dept. of Community Development Staff - July, 2017;  
Data Source: St. Louis County Department of Revenue, GIS Datasets 2016;







**Department of Community Development**  
6801 Delmar Boulevard University City, Missouri 63130 ☎314-505-8500

## **APPLICATION FOR ZONING MAP AMENDMENT**

### **General Information**

Article XIV of the Zoning Code describes the zoning amendment process. The zoning code is accessible through the City's website at [www.ucitymo.org>government>citycode/charter](http://www.ucitymo.org>government>citycode/charter). An application for map amendment may be submitted by the City Council, Plan Commission, Board of Adjustment or any person with financial, contractual or proprietary interest in the property to be considered for the amendment.

### **Submission Requirements**

At least 30 days prior to a Plan Commission meeting, this application, a \$200 fee and the following shall be submitted to the Department of Community Development:

1. Legal description of property
2. Scaled map of the property, clearly showing the boundaries of property; its current and proposed zoning district classification; and the current zoning classification of adjacent property.

### **City Staff and Plan Commission Review**

Once an application has been deemed complete, an analysis by City staff will be conducted and a staff report developed. The application and staff report will then be submitted to Plan Commission for consideration at the next possible meeting. This group generally meets on the 4<sup>th</sup> Wednesday of the month. Plan Commission will vote on the application and report its recommendation to City Council.

### **Public Hearing and Notification**

After Plan Commission action, a public hearing will be scheduled for the next possible City Council meeting. Notice of the hearing must be provided 15 days in advance of the hearing date. Property owners within 200' of the subject area will be notified of the proposed zoning change.

### **City Council Action**

After holding a public hearing, City Council will make a decision on the application. Amendments to the Zoning Code are presented in the form of an ordinance and require three readings in two separate meetings. The bill (ordinance) is introduced at one City Council meeting, and has a second and third reading at a subsequent City Council meeting. City Council generally meets on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of the month.

1. Address/Location/Site of Building  
7139 & 7135 Northmoor Drive

2. Applicant Name, Address, and Daytime Telephone Number:

Our Lady of Lourdes Parish, 7148 Forsyth Blvd., St. Louis, MO 63105 314-726-6200

3. Applicant's Interest in Property:  Owner  Tenant  Under contract to purchase  
 Under contract to lease  Other Church Parish

**If applicant is not owner, attach a letter from the property owner authorizing the application for Map Amendment. The letter must include name, address, and daytime phone number of owner.**

4. Current Zoning District:  SR  LR  MR  HR  HRO  
 LC  GC  CC  IC  PA  PD

5. Proposed Zoning District:  SR  LR  MR  HR  HRO  
 LC  GC  CC  IC  PA  PD

6. Proposed Use of Property:

Accessory use for the Church, playground, access drive, and existing storage building

7. Describe existing premises and property description:

Used for single family residence, including accessory buildings for vehicle garage & storage

The undersigned hereby makes application for a Zoning Map Amendment and requests authorization of the City Council to proceed with the activities described in this application. The applicant certifies that the information contained in the application is accurate.

Date 6/29/2017

Richard Hanweke / Pastor

Applicant's Printed Name and Title

*Richard Hanweke*  
Applicant's Signature

FOR OFFICE USE ONLY

Date First Received:  
Amendments Received (if applicable):  
Application Fee Received:

Received by:  
Received by:



**BUESCHER DITCH & ASSOCIATES, INC.**

2 East Fifth Street, P.O. Box 621, Washington, Missouri 63090

Telephone: 636-239-6255 FAX: 636-239-7681

E-mail: [mditch@buescherditch.com](mailto:mditch@buescherditch.com)

Our Lady of Lourdes  
Zoning Map Amendment  
Property Description

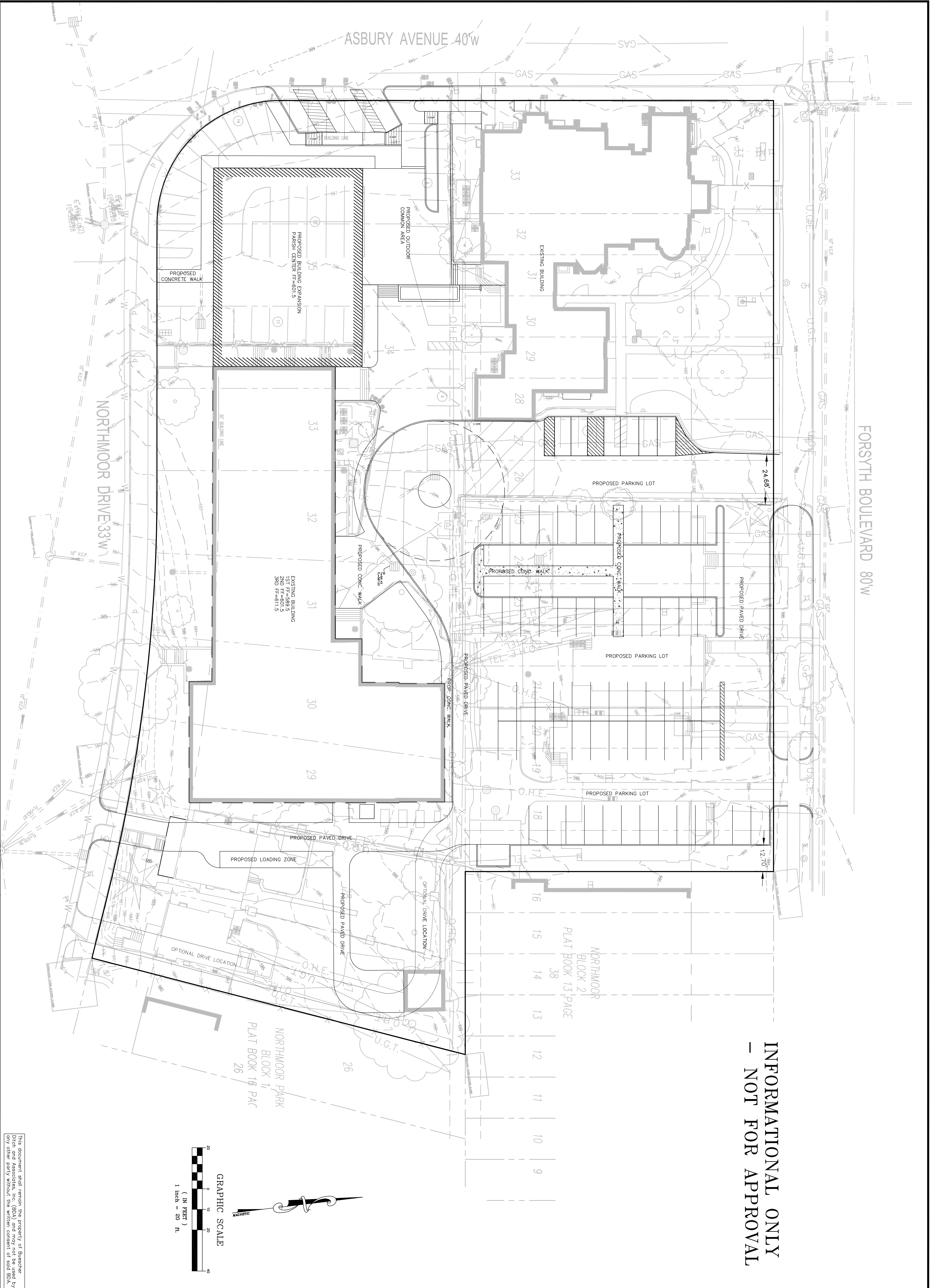
#7135 Northmoor– Lot 27 in Block 1 of Northmoor Park, a subdivision recorded in Plat Book 16, Pages 26 & 27 of the St. Louis County Records and that part of a 7 ½ foot wide alley vacated by Ordinance No. 5998 of the City of University City recorded in Book 10415, Page 948, lying north of Lot 27.

#7139 Northmoor– Lot 28 in Block 1 of Northmoor Park, a subdivision recorded in Plat Book 16, Pages 26 & 27 of the St. Louis County Records.









**INFORMATIONAL ONLY**  
**— NOT FOR APPROVAL**

**PRELIMINARY SITE PLAN**  
**OUR LADY OF LOURDES**  
**FORSYTH BOULEVARD & ASBURY AVENUE**  
**CITY OF UNIVERSITY CITY, MISSOURI**

**BUESCHER DITCH & ASSOCIATES, INC.**  
 2 East Fifth Street, P.O. Box 621, Washington, Missouri 63090  
 Telephone: 1-636-239-6255 Fax: 1-636-239-7681  
 E-mail: www.buescherditch.com  
 P.E. Corporation No. 2001010603  
 P.L.S. Corporation No. 2001010600

No.	DATE	REVISION DESCRIPTION

MARK A. DITCO  
 PROJECT ENGINEER  
 LICENSE NUMBER  
 6/18/2017  
 DATE  
 13022  
 PROJECT NUMBER  
 PRELIMINARY SITE PLANNING  
 FILE NAME  
 SHEET OF  
 DRAWN  
 CHECKED

This document shall remain the property of Buescher Ditch and Associates, Inc. (BDA) and may not be used by any other party without the written consent of said BDA.

INTRODUCED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

BILL NO. 9330

ORDINANCE NO.

AN ORDINANCE AMENDING CHAPTER 400 OF THE MUNICIPAL CODE OF THE CITY OF UNIVERSITY CITY, MISSOURI, RELATING TO ZONING DISTRICTS ESTABLISHED PURSUANT TO SECTION 400.070 THEREOF, AND ENACTING IN LIEU THEREOF A NEW OFFICIAL ZONING MAP, THEREBY AMENDING SAID MAP SO AS TO CHANGE THE CLASSIFICATION OF TWO PROPERTIES LOCATED WITHIN THE CITY LIMITS OF UNIVERSITY CITY AT 7135-7139 NORTHMOOR DRIVE FROM "SR" – SINGLE-FAMILY RESIDENTIAL DISTRICT TO "PA" PUBLIC ACTIVITY DISTRICT; AND ESTABLISHING PERMITTED LAND USES AND DEVELOPMENTS THEREIN; CONTAINING A SAVINGS CLAUSE AND PROVIDING A PENALTY.

WHEREAS, Chapter 400 of the University City Municipal Code divides the City in to several zoning districts, and regulates the character of buildings which may be erected in each of said districts, and the uses to which the buildings and premises located therein may be put; and

WHEREAS, the City Plan Commission examined a request (PC 17-05) from Our Lady of Lourdes Parish (c/o Richard Hanneke, Pastor) for an amendment of the Official Zoning Map of the City to change the classification of the two (2) properties located within the City limits of University City at 7135-7139 Northmoor Drive from Single-Family Residential District ("SR") to Public Activity District ("PA"); and

WHEREAS, the City Plan Commission, in a meeting at the Heman Park Community Center, 975 Pennsylvania Avenue, University City, Missouri, 63130 on July 26, 2017, considered said request for map amendment and recommended to the City Council that it be enacted into an ordinance; and

WHEREAS, due notice of a public hearing to be held by the City Council in the City Council Chambers at City Hall at 6:30 p.m., on September 11, 2017, was duly published in the St. Louis Countian, a newspaper of general circulation within said City on August 27, 2017; and

WHEREAS, said public hearing was held at the time and place specified in said notice, and all suggestions or objections concerning said amendment of the Official Zoning Map of the City were duly heard and considered by the City Council.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF UNIVERSITY CITY, MISSOURI, AS FOLLOWS:

Section 1. Chapter 400 of the University City Municipal Code, relating to zoning, is hereby amended by repealing the Official Zoning Map illustrating the zoning districts established pursuant to Section 400.070 thereof, and enacting in lieu thereof a new Official Zoning Map, thereby amending the Official Zoning Map so as to change the classification of the properties located within the city limits of University City at 7135-7139 Northmoor Drive from Single-Family Residential District (“SR”) to Public Activity District (“PA”).

Section 2. Said properties at 7135-7139 Northmoor Drive, totaling approximately 0.35-acre, are more fully described with legal descriptions, attached hereto, marked Exhibit “A” and made a part hereof.

The above described tracts having St. Louis County locator numbers of:	
7135 Northmoor Drive	19J541900
7139 Northmoor Drive	19J541944

Section 3. The new Official Zoning Map of the City is attached hereto, marked Exhibit “B”, and incorporated herein by this reference thereto.

Section 4. This ordinance shall not be construed so as to relieve any person, firm or corporation from any penalty incurred by the violation of Chapter 400, nor bar the prosecution of any such violation.

Section 5. Any person, firm, or corporation violating any of the provisions of this ordinance shall, upon conviction thereof, be subject to the penalties provided in Chapter 400, Article 9, Division 5 of the University City Municipal Code.

Section 6. This ordinance shall take effect and be in force from and after its passage as provided by law.

PASSED and ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

CERTIFIED TO BE CORRECT AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

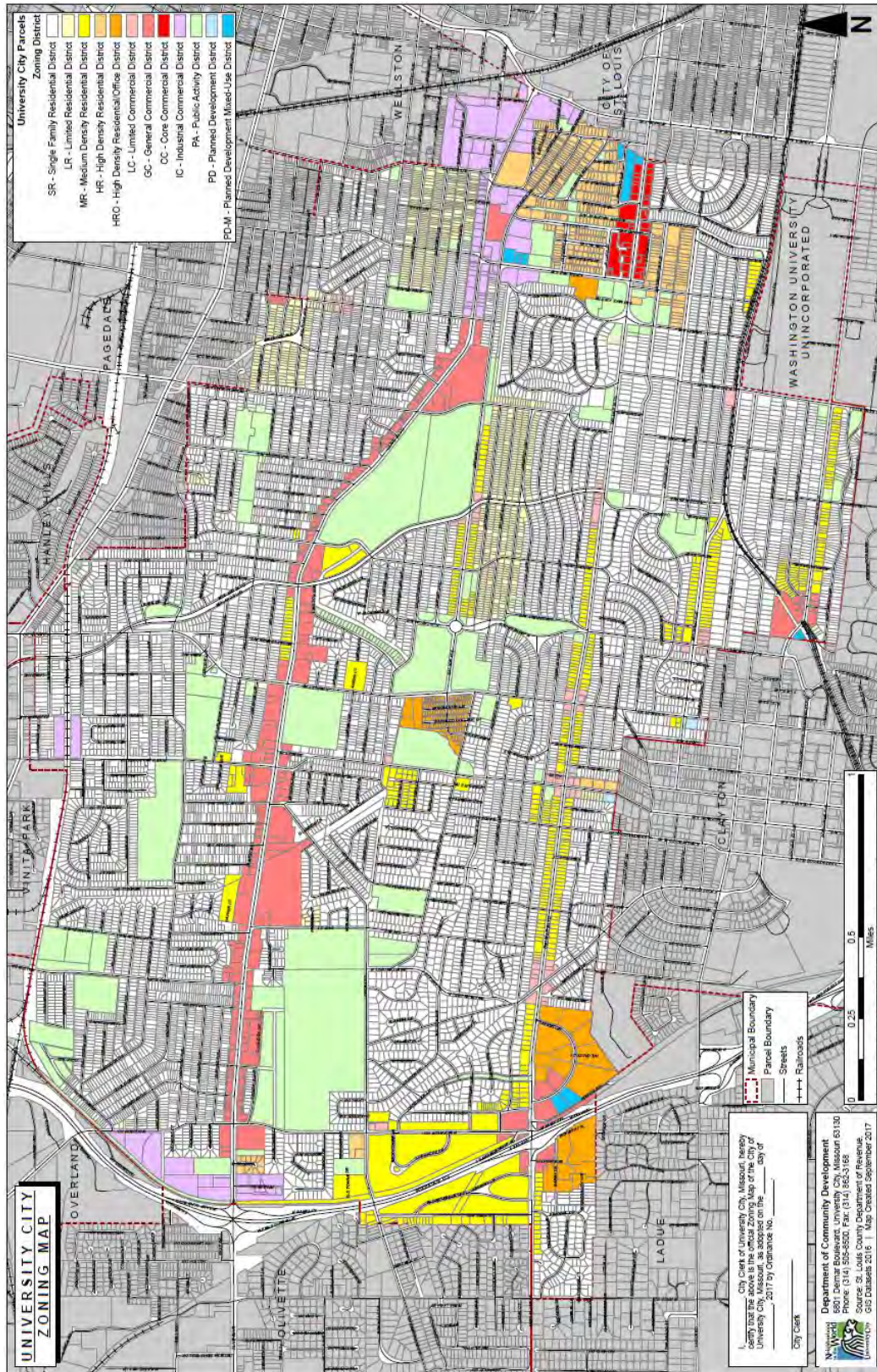
**EXHIBIT A – LEGAL DESCRIPTION FOR REZONING – 7135-7139 NORTHMOOR DRIVE**

Tracts of land being Lots 27 and 28 in Block 1 of Northmoor Park, a subdivision recorded in Plat Book 16, Pages 26 and 27 of the St. Louis County Records, in the City of University City, St. Louis County, Missouri and more particularly described as follows:

Beginning at the Southeast corner of above said Lot 27, said point being on the Northerly line of Northmoor Drive, variable width; Thence along the Northerly line of said Northmoor Drive the following courses and distances: North  $69^{\circ}03'06''$  West 30.89 feet to a point of curvature to the left, said curve having a radius of 814.46 feet; thence along said curve an arc distance of 49.11 feet to the Southwest corner of above said Lot 28; Thence North  $17^{\circ}57'17''$  East along the Northwesterly line of said Lot 28 a distance of 166.82 feet to the Southerly line of Lot 17 in Block 2 of Northmoor, a subdivision recorded in Plat Book 13, Pages 38 and 39 of the St. Louis County Records; Thence South  $83^{\circ}03'06''$  East along the Southerly line of said Northmoor a distance of 93.00 feet to the Northeast corner of aforementioned Lot 27 of Northmoor Park; Thence South  $21^{\circ}25'24''$  West along the Southeasterly line of said Lot 27 a distance of 187.62 feet to the point of beginning and containing 15,080 square feet (0.35-acre) more or less, inclusive of 7-1/2 foot wide alley lying in the northern portion of the above described area, vacated by Ordinance Number 5998 of the City of University City, a certified copy of which is recorded in Book 10415, Page 948 of the St. Louis County Records.



# EXHIBIT B







The University City Commission on Human Relations  
University City, Missouri 63130

July 6, 2017  
The Honorable City Council  
6801 Delmar Boulevard  
University City, Missouri 63130

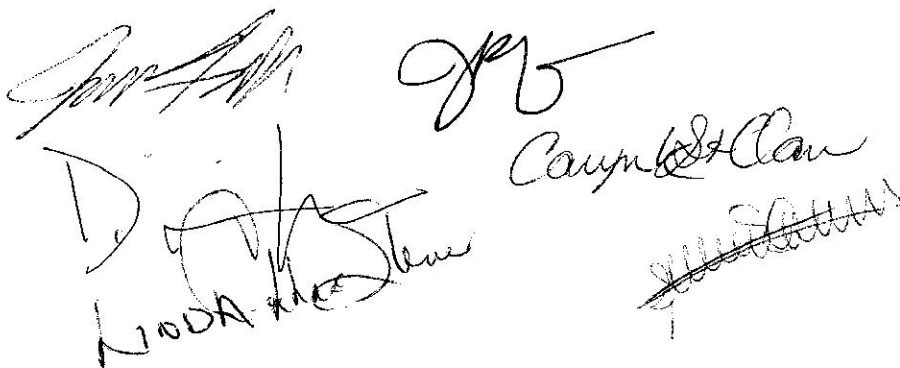
Dear Council Member Welsch:

On behalf of The University City Commission on Human Relations we would like to thank you for taking the time to review our concerns. We would like to go on record showing we strongly recommend that you oppose the Metropolitan St. Louis Sewer District (MSD) project proposed to construct two large storage sewer tanks in University City in the general vicinity of Hafner Court/Hafner Place, located North of Olive Blvd and South of Canton Ave.

University City is about history, diversity, inclusion and its eclectic community is what makes University City unique. Waste water towers would destroy families, destroy tradition, and make University City and undesirable choice for families and individuals to choose as the place where they would want to live and raise their children.

Waste water towers do not make good sense for health reasons, economic reasons, and for environmental reasons. Waste water towers are essential a poor choice for our area and we would hope you would support us and work with the citizens of University City and maybe come up with a mutually beneficial alternative. Thank you again for reviewing our concerns.

Sincerely,  
Chairperson  
Charmaine Glenn  
The University City on  
Human Relations



Handwritten signatures of other council members, including one that reads "Coun...".



**Historic Preservation Commission  
February 16, 2017 Meeting Minutes  
(Approved on July 20, 2017)**

The Historic Preservation Commission (HPC) held a meeting in the Heman Park Community Center located at 975 Pennsylvania Avenue, University City, Missouri on Thursday, February 16, 2017. The meeting commenced at 6:30 pm.

**1. Roll Call**

**Voting Members Present**

Donna Marin, Chairperson  
Esley Hamilton, Vice-Chairperson  
Mark Critchfield  
Sandy Jacobson  
Donna Leach

**Voting Members Absent**

Bill Chilton

**Non-Voting Members Present**

Michael Glickert, Council Liaison

**Staff Present**

Andrea Riganti, Director of Community Development  
Zach Greatens, Planner

**2. Approval of Minutes**

**2.a. January 19, 2017 Historic Preservation Commission meeting minutes**

A motion was made by Ms. Leach to approve the January 19, 2017 meeting minutes as written. The motion was seconded by Ms. Jacobson and carried unanimously.

**3. Old Business – None**

**4. New Business**

**4.a. File Number: HPC 17-03 – 560 Trinity Avenue – design review for construction of a proposed multi-level parking garage in the Civic Complex Historic District (Local Historic District)**

Mr. Greatens provided a brief overview of a map and pictures of the property and summarized the review criteria from the Zoning Code.

The applicant, Mr. Greg Trost with The Lawrence Group, was present to explain the proposal. He stated that changes had been made based on HPC comments from the January meeting and to reflect compatibility with the neighborhood. The site is currently a 70-space surface parking lot shared by 560 Music Center and Castlereagh Apartments. The proposed garage was in compliance with the setback and height requirements. Mr. Trost provided images of examples of the bricks used in surrounding buildings. He explained the proposed

landscaping which will include perennials, evergreens, dogwood, and columnar hornbeams along the eastern side of the garage. He stated that the parking garage serve three buildings, 560 Music Center, Castlereagh Apartments, and COCA. The previous design had included photovoltaic cells on the roof level, which have since been removed from the project. The channel glass façade that was presented in January was eliminated. Instead they've introduced a terra cotta baguette cladding. The spacing of the baguettes would maintain the required openness. The cable rail along the east and west sides was remaining as previously presented. In the northeast corner, a fabric material is proposed for that façade. The final material is still in development. The terra cotta would wrap the northwest corner. Mr. Trost shows pictures of the product. It had been used at the Danforth science building and at SIUE. He provided samples of the terra cotta baguettes and showed a planting palette for the proposed landscaping.

#### Questions / Comments and Discussion by Historic Preservation Commission

- The changes were well received and the presentation was improved from what was presented in January. The proposed planting is also improved and more contextual with other plantings in the area. Perhaps larger trees should be included along Washington Avenue, such as oaks. The columnar hornbeams on the east side are appropriate.
- Mr. Trost stated that large shade trees were not proposed in front due to concerns expressed about traffic and visibility.
- More information about the proposed fabric along the northeast façade is needed. What is it composed of? How does it weather? There was concern about potential fading, depending on the material used. Mr. Trost stated that products such as this are typically coated in PVC or vinyl. Mr. Trost stated it would be on the north façade so it would not fade over time.
- Why would the terra cotta baguette system not be used throughout to include the northeast corner? Mr. Trost stated this was due to cost.
- Fabrics such as this often move, such as on a windy day. Mr. Trost stated it would be attached to the garage building.
- Commission members stated that the proposed terra cotta baguette system is better than the previously proposed channel glass. Although there are some concerns about the proposed fabric, it was also still better than the previously proposed glass.
- Commission members stated they would like to see the same terra cotta façade on the northeast corner.
- Would it be possible to increase the height of the garage? Staff explained the maximum height requirements and why a variance would not be recommended.

#### Public Comments

Ms. Cirry Moran, 6652 Kingsbury – Ms. Moran stated her concerns were not with the proposed garage but with the planned expansion of COCA. HPC members had not seen the COCA expansion proposal and it would not be a good idea to make a decision on the garage without having seen the COCA plans. She was concerned about parking capacity and that the proposed garage would not result in that many additional spaces. She also expressed concern about parking during large events that are held at the same time among COCA, 560 Music Center, and nearby churches, and potential traffic spillover into the adjacent neighborhoods. COCA had stated in a recent article in the newspaper that they were



expecting 19,000 new subscribers with their proposed expansion. She was concerned about the Loop Trolley also and stated there were currently many unknown impacts.

#### Questions / Comments and Discussion by Historic Preservation Commission

- HPC members discussed if it was possible to postpone a vote on the garage until the COCA project was reviewed.

#### Public Comments

Mr. Jeff Ryan, Christener Architects (architect for proposed COCA expansion – Mr. Ryan stated that the proposed garage should not be tied to the COCA expansion. The design for the COCA expansion would be more sensitive to the original Mendelson building (original building on COCA site). The design for the COCA expansion was not going to be connected to or sensitive to the design of the proposed garage.

Staff stated that as they understood, the garage project was moving forward regardless of what happens with the proposed COCA expansion.

Mr. Steve Condrin, Washington University – Mr. Condrin stated that the proposed garage would serve three buildings (560 Music Center, Castlereagh Apartments, COCA) and even if COCA does not expand, they will use the proposed garage.

#### Questions / Comments and Discussion by Historic Preservation Commission

- Will the HPC have an opportunity to review the COCA expansion? Staff confirmed that HPC review would be required.
- Commissions members stated they would like to see the garage project move forward.
- The view of the garage from Delmar is critical. Commission members stated they were not in full support of the proposed fabric in the northeast corner because the material on the north side would be critical to the view from Delmar.
- It was stated that one of the positive attributes of University City is the variety in the types of buildings. The garage example was contextual. It was HPC's task to address aesthetics and stated that the proposed garage looked appropriate and would be a fit in this area. The fabric on the northeast side should be revised. Overall it was a good-looking building.

#### Public Comments

Ms. Kathy Freeze, 6669 Kingsbury – Ms. Freeze stated she was concerned about potential traffic. She stated she would like to see colors of the proposed plantings and the landscaping plan should have more native species.

Ms. Melissa Kreishman, 6916 Waterman – Ms. Kreishman stated that the proposed garage was a nice design and fit in contextually. She stated the garage does not need to relate to the Mendelson building (COCA).

Mr. Trost stated they were still reviewing if concrete would be cast-in-place or pre-cast. It was yet to be determined.

Commission members asked if it would be possible to for the property owner and/or applicant to review if future expansion of the garage would be possible. Mr. Trost stated that would be a future decision.

A motion was made by Ms. Jacobson to approve the plans as presented, with the amendment that uniform cladding be used on all façades. The motion was seconded by Mr. Hamilton and carried unanimously.

## **5. Other Business**

### **5.a. Public Comments**

There were no further public comments.

## **6. Reports**

### **6.a. Council Liaison Report**

Mr. Glickert stated that a microbrewery and restaurant had been approved at the corner of Olive Boulevard and North and South Road. There was recently a groundbreaking for Urban Sprouts Child Development Center at 6757 Olive Boulevard, the former McCarthy Spice building. There was also a proposal pending for a restaurant specializing in craft beer in The Loop. Sole and Blues was also planning to move to the former Subway restaurant location.

### **6.b. Department Report: Update from staff – None**

## **7. Adjournment**

The meeting adjourned at 7:45 pm.

Meeting minutes of the Board of Trustees for the University City Public Library for  
June 14, 2017

Members Present: Joy Lieberman, Edmund Acosta, Dorothy Davis, Luise Hoffman, Joan Greco-Cohen, Rosalind Turner, Rubina Stewart-McCadney

Members Absent: LaTrice Johnson, Deborah Arbogast

City Council Liaison: Mayor Shelley Welsch

Library Staff: Patrick Wall – Director, Christa Van Herreweghe, Cynthia Scott

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The meeting was called to order in the Board Room of University City Public Library, 6701 Delmar Blvd, University City MO 63130, at 5:17 pm by Dorothy Davis, President.

Minutes – The minutes from the May 10, 2017 meeting were approved.

Correspondence –

1. Email from a group requesting use of the auditorium for a fundraiser (action from board required).
2. Regional Arts Commission grant notification letter - \$12,000.
3. Letter from Secretary of State appointing Kathleen Gallagher to Wolfner Advisory Council.

Friends' Report – The Friends did not meet this month. Trivia Night was not as well attended as in the past, but still profitable.

Council Liaison Report –

- . June 27<sup>th</sup> – budget approval
- . Search for new City Manager has begun
- . MSD proposal for waste water tanks – Tuesday 6/20, 6:30pm - public meeting to address concerns – Mandarin House Banquet Center. Searching all options for as little intrusion as possible, if project does go through.
- . Starlight concerts and summer band concerts have started
- . Fair U City was last weekend – 350 children – 21,000–22,000 people. Proceeds go to the U City Community Foundation.

Librarian's Report – The written report was reviewed.

Discussion Items – The next video in the ALA series, Board Self-Evaluation, was viewed. Strategic Plan progress was discussed.

Action Items –

- . Renewal of the MALA delivery contract was approved.
- . The Ethics Resolution was approved.
- . Request from MENSA chapter to use auditorium for fundraiser – This request was approved for this one time while the policy is being reviewed.

President's Report -- None

There being no further business, the meeting was adjourned at 6:36pm.



**Plan Commission  
July 26, 2017 Meeting Minutes  
(Approved 8/23/17)**

The Plan Commission held their regular meeting at the Heman Park Community Center located at 975 Pennsylvania Avenue, University City, Missouri on Wednesday, July 26, 2017. The meeting commenced at 6:30 pm.

**1. Roll Call**

**Voting Members Present**

Cirri Moran (Chairperson)  
Rosalind Williams  
Michael Miller  
Andrew Ruben  
Cynthia Head  
Judith Gainer (arrived at 6:50 p.m.)

**Voting Members Absent (excused)**

Ellen Hartz

**Non-Voting Council Liaison Absent (excused)**

Rod Jennings

**Staff Present**

Andrea Riganti, Director of Community Development  
Raymond Lai, Deputy Director of Community Development  
Andrew Stanislav, Planner

**2. Approval of Minutes**

**2.a. April 26, 2017 Plan Commission meeting**

A motion was made by Mr. Miller to approve the April 26, 2017 meeting minutes. The motion was seconded by Ms. Williams and carried unanimously.

**3. Public Hearings - None**

**4. Hearings – None**

**5. Old Business – None**

**6. New Business**

**6.a. Zoning Map Amendment PC 17-04 – Proposed zoning map amendment of existing two-family and multi-family buildings from “MR” Medium Density Residential District to “PA” Public Activity District – Our Lady of Lourdes Parish – 7128-7138 Forsyth Boulevard**



Mr. Lai explained the proposal and showed slides of the site and surrounding properties. The proposal was for a rezoning of parcels occupied by four two-family and multi-family buildings abutting the Our Lady of Lourdes Church and Elementary School property from “MR” Medium Density Residential District to “PA” Public Activity District. The proposed rezoning would provide additional space for accessory uses of the church and elementary school to include parking, a playground, dumpster enclosure, and access drive. In tandem to this is PC 17-05, the next rezoning request.

The applicant, Pastor Hanneke, provided a description and background of the proposed rezoning, including the parish’s presence in the community for over 100 years. This proposed rezoning would allow the church to provide universal accessibility to the facilities, increase the educational space, add additional gathering spaces beyond the cafeteria and gymnasium, and additional parking. It would also meet the space needs of the future of the parish and that it would alleviate current traffic issues for the neighborhood. A meeting with neighbors initiated by Our Lady of Lourdes was held about the proposal with no reported opposition.

#### Questions / Comments and Discussion by Plan Commission:

- Any issues with historic preservation given the construction dates of the buildings in the 1920s, and also if the church congregation size was decreasing as with the trend of other parishes? Pastor Hanneke stated that the parish size has remained consistently between 800 and 850 parishioners and that the student body of the elementary school has remained between 230 and 270 students since 1971, although the number of baptisms has gradually increased. He further stated that many new parishioners are young families with children.
- Are the buildings currently occupied? Pastor Hanneke stated that all tenants have a one-year lease and are aware of the parish’s long-term plans. A one-year notice to tenants will be provided before they must vacate. He also stated that the properties subject to a related zoning map amendment application (PC 17-05) along Northmoor Drive are currently vacant.

The Commission asked staff’s opinion on the proposed rezoning. Mr. Lai stated that staff recommended approval as the proposed “PA” District is reasonable with the surrounding uses and continued to note that design issues would be addressed at a later stage in the process.

The Commission inquired if the site plan provided with this application for information purposes only will be reviewed by the Commission at a later date. Ms. Riganti stated that the site plan will not be reviewed by Plan Commission but will be presented to City Council.

Public Comment – None

A motion was made by Ms. Williams to recommend approval of the proposed Zoning Map Amendment. The motion was seconded by Ms. Head and carried unanimously by a vote of 5-0 (Ms. Gainer not yet arrived). The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

**6.b. Zoning Map Amendment PC 17-05 – Proposed zoning map amendment of existing single-family residences from “SR” Single-Family Residential District to “PA” Public Activity District – Our Lady of Lourdes Parish – 7135-7139 Northmoor Drive**

Mr. Lai described the proposal and showed slides of the site and its surrounding properties. The proposal was for a rezoning of two single-family residences abutting the Our Lady of Lourdes Church’s Elementary School property from “SR” Single-Family Residential District to “PA” Public Activity District. Mr. Lai further explained that this proposed rezoning was in tandem to the previous proposed rezoning agenda item (PC 17-04).

Ms. Moran stated that the applicant did not need to describe the proposal as it is similar to the preceding agenda item (PC 17-04).

Questions / Comments and Discussion by Plan Commission:

- Some Commission members were concerned with the preservation of mature trees. Pastor Hanneke stated that only three trees were proposed for removal.
- Commission members asked for an explanation for the location of the alternate “loop” access drive in the site plan away from the elementary school building. Pastor Hanneke stated that the location of the access drive nearest the building has the potential to become a safety hazard as it is near the entrance to the gym, and the alternate location further from the entrance to the gym is preferred.
- Has there been a traffic review yet? Pastor Hanneke stated that this has not been completed yet. He further noted that traffic can be controlled for drop-off and pick-up times during school hours but would encourage parishioners to be mindful at other times. The parish would prefer those exiting east to use Forsyth and those exiting west to use Northmoor to the traffic light at Asbury Avenue and Forsyth Boulevard. Ms. Riganti stated that traffic systems would be presented to the Public Works and Parks Department for review.
- The condition and grading of the proposed greenspace was a concern as it related to the current grading and the frontage along Northmoor. Mark Ditch, civil engineer for the Church, stated that there would not be much grading at the property lines.

Public Comment - None

Mr. Lai stated that staff recommended approval as the proposed “PA” District is reasonable and compatible with the surrounding uses and continued to note that design issues would be addressed at a later stage in the process.

A motion was made by Mr. Miller to recommend approval of the proposed Zoning Map Amendment. The motion was seconded by Mr. Ruben and carried unanimously by a vote of 6-0. The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

**6.c. Zoning Map Amendment PC 17-06 – Proposed zoning map amendment of vacant elementary school building from “PA” Public Activity District to “HR” High Density Residential District – Screaming Eagle Development, LLC – 1351 N Hanley Road**

Mr. Lai explained the proposal and showed slides of the site and its surrounding properties. The proposal was for a rezoning of the former Nathaniel Hawthorne Elementary School from “PA” Public Activity District to “HR” High Density Residential District. The site plan provided with the application is solely for informational purposes and is not a requirement for rezoning. Mr. Lai noted that at their meeting on July 20, 2017, the University City Historic Preservation Commission endorsed the nomination of the existing school building to be placed on the National Register of Historic Places.

The applicant, Matthew Masiel of Screaming Eagle Development, provided a description and background of the proposed rezoning. The proposed rezoning would allow for an adaptive reuse of the now vacant school building into market-rate apartments and new townhomes, as well as preserve a historic building. Mr. Masiel explained that the subject property is currently under contract and that the proposed redevelopment includes 37 one- and two-bedroom units in the former school building with ten new townhomes to be located on the northern portion of the site, all of which will be market-rate units. He mentioned that the amount of impervious parking surfaces in total will be reduced from its current condition while the remaining parking surfaces will be resurfaced with added accessibility to the proposed new townhomes. Mr. Masiel also described his intention to connect with the community by proposing to extend the walking trail in Millar Park around the subject site.

#### Questions / Comments and Discussion by Plan Commission:

- Will asphalt be removed from behind the school as well as the circle drive in the front? Mr. Masiel stated that asphalt will be removed behind the school, while the circle drive near the east property line will remain as it is a financial burden to remove and it will help ease traffic from the neighboring church. There is an easement with the neighboring Lutheran Church on the circle drive.
- Will the mosaics in the school remain or be removed, specifically those near the water fountains? Mr. Masiel stated that he intends to preserve as much as possible.
- There was discussion regarding the existing playground equipment and if it was to be retained for the playground present on the site plan or removed and donated. Mr. Masiel stated that he does not intend to keep the existing playground equipment and that some portions are damaged, although he would be happy to donate the existing equipment. He further stated that upon considering the lack of three-bedroom units in the plan, the presence of families with children residing at the subject is not expected. The space on the site plan occupied by the playground would probably become an outdoor kitchen or pavilion amenity.
- Some Commission members questioned the intent of seeking a nomination for the National Register of Historic Places per the staff report. Mr. Masiel stated that this designation would help to preserve the historic character of the building with historic tax credits. He noted that his business frequently utilized the federal historic tax credit incentive to financially help offer a higher-quality product and to provide decreased rents. It was also stated that the timeline of the project is dependent on the designation on the National Register of Historic Places in order to receive tax credits.
- Is the front driveway loop in the right-of-way or privately owned? Mr. Lai and Ms. Riganti explained that it is not a public street and is under the school district, although it may appear public because of the intersection and similar pavement as North Hanley Road. Mr. Masiel

noted that he is under contract for two parcels, the subject parcel of the former Nathaniel Hawthorne School and the parcel of the driveway directly east of the subject parcel.

- Commercial use development was suggested for this driveway parcel as the neighborhood is lacking commercial space. Mr. Masiel stated that he does not believe this parcel is large enough to accommodate commercial development.
- Concerns regarding the extended Millar Park walking path around the subject site were discussed, specifically regarding safety, crowding, traffic and parking, and operational hours. Mr. Masiel stated that there is an existing sidewalk from Carleton Avenue north through the subject site and the proposed expansion of the walking path would link with this sidewalk. The proposed parking areas would also be gated to prevent public parking. Mr. Masiel also noted that the “dusk” closing time for Millar Park and the walking path was a valid point to consider and that additional options for handling this matter would need to be developed.

Public Comment - None

Mr. Lai stated that staff recommended approval as the proposed “HR” District is appropriate at this location along a major arterial roadway (North Hanley Road) and would provide a transition between “SR” and other “PA” zoned properties nearby. The current “PA” zoning for the site was established most likely due to the former school.

A motion was made by Mr. Miller to recommend approval of the proposed Zoning Map Amendment. The motion was seconded by Ms. Gainer and carried unanimously. The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

**6.d. Final Development Plan Amendment PC 17-07 – Proposed amendment to the final development plan for a partial redevelopment of a property in the “PD” Planned Development District – Rosemann & Assoc. – 8348-8350 Delcrest Drive (Crown Center for Senior Living)**

Ms. Riganti explained the significance and procedure associated with the “PD” Planned Development zoning classification through a flow chart. She stated that this zoning classification was designed to allow for flexibility in the site plan and design so the development can better fit a property. Additionally, the “PD” District zoning and the preliminary plan cannot exist without the other.

Ms. Riganti described the uniqueness of the application in that the proposed site plan is to be considered an amendment to the previous Final Development Plan per the Zoning Code. The existing “PD” District zoning is still in place although the development plan has changed. Ms. Riganti further explained the proposal and showed slides of the site and its surrounding properties.

The applicant, Jarrett Cooper with Rosemann and Associates, was present, along with Nikki Goldstein with Crown Center and David Lang, their legal counsel, to provide a more detailed description and background of the proposed rezoning. Ms. Goldstein explained that the subject property currently has 275 senior residents aged 62 and above. She described the

services Crown Center provides as an independent senior living facility to its residents as well as other seniors in the community. She stated that the purpose of this redevelopment is to remain relevant in the realm of senior living as the proposed building for demolition is obsolete. Residents of Crown Center are of limited income as the property operates with a U.S. Department of Housing and Urban Development (HUD) agreement.

David Lang, a former volunteer board member of Crown Center and legal counsel for the proposed redevelopment, explained that the Tallin building, proposed for demolition, has existed for 50 years under a HUD Section 202 loan while the more recent Weinberg building has Federal Housing Administration (FHA) financing. He further explained that the renovation cost of the Tallin building was more significant than anticipated, rendering the new construction of a replacement building more feasible after review by a consultant. The proposed new building could also accommodate safety concerns and more modern living amenities, including a sprinkler system, air conditioning, updated mechanical systems, and universal accessibility. Mr. Lang explained that the new building was to be constructed in phases around the existing Tallin building to minimize the relocation of current residents and the disruption of services to this senior community.

Jarrett Cooper stated that the development team felt that this proposed redevelopment approach is the best option among the many options studied to achieve what they need without relocating tenants and disrupting the Crown Center community. He further described the phasing of the new buildings as well as the existing conditions of the site. Mr. Cooper noted staff's comments from the preceding Sketch Plan meeting on July 10, 2017 at City Hall addressing the proposed setbacks, especially on the north and west sides of the property, including the amount of space available to serve as a buffer and suggestions of landscaping.

#### Questions / Comments and Discussion by Plan Commission:

- The Commission asked about the height of the proposed new building and why it was lower than the current building. Mr. Cooper stated that the proposed building would be four stories of residential above one level of parking, which is lower than the existing building so that it fits better with most surrounding buildings of similar height and is more comfortable for seniors.
- The Commission inquired about the financing of the redevelopment given the history of federal funding sources. Mr. Lang stated that the HUD Section 202 loan is expiring, which requires subsidized rents, but the new building will have some market-rate units.
- How many current residents are in the Tallin building? Ms. Goldstein stated that there are 126 apartments in the Tallin building with 15 units currently vacant. There are 118 apartments in the Weinberg building. It was decided not to fill the vacant units until the plans for the future of Crown Center are finalized. Mr. Lang and Ms. Goldstein further explained that with the proposed new building, their intention would be to have 64 units occupied within the next two years in order to transition residents to the new building.
- Will the monthly rent for the apartments increase or will it remain the same? Mr. Lang stated that this was still being considered in regards to a Section 8 contract although no significant increase is expected.

- Will the unit types and amenities remain similar to what is being proposed? Mr. Land stated that they are still considering the unit mix but anticipate mostly one-bedroom units with some two-bedroom units. He added that new amenities would include covered parking and updated common and outdoor areas.
- Is there an age restriction? Mr. Lang stated that all units, including the proposed market-rate units, are restricted to seniors of age 62 and above.

Ms. Riganti stated that staff recommended approval of the proposed amendment to the Final Development Plan with conditions. She stated that the height, massing, and use are appropriate, while staff has concerns regarding the buffering and screening along the north property limits. A larger buffer than proposed is required between zoning districts but this issue can be reconciled. She further stated that a variance would not be approved because there is no topographical hardship presented by the site, and from a land use perspective there is no hardship endured by relocating residents to render a variance.

- If the property to the north is redeveloped in the future, is there an opportunity to recommend larger buffering on that property? Ms. Riganti stated that while this is a possibility, the property owner to the north may also request a decreased buffer like Crown Center and that this redevelopment should not bind the future development potential of the north property. She further stated that the ordinance requires a 30-foot buffer in this instance; however, the “PD” District zoning classification could have some allowance through recommendation by the Plan Commission to City Council for final determination.
- The Commission determined that since the property boundary of the subject is the southern edge of the service drive to the north, and since the ground level will be parking, there would not be a lack of privacy although they recommended conifer type trees in company of deciduous trees to provide a thick green visual buffer.
- Commission members discussed the quality of life for the residents in this proposed building, and that any screening on the ground level would only affect the parking space and service drive.
- Some Commission members were concerned with safety in relation to the practicality of construction. Mr. Cooper explained that the means and methods of construction is not in their firm’s scope for this proposal although they have spoken to some construction managers that approved a tighter workspace of 10 feet.
- Why is the proposed building to the west so far back? Mr. Cooper stated that this was to maximize the efficiency of the proposed parking and residential spaces. A central court space will be created while the existing amount of parking will be maintained.

The Commission asked for staff’s recommendation. Ms. Riganti briefly restated staff’s opinion and concerns with the proposal and invited Mr. Cooper to explain their decision on this orientation of the site plan. Mr. Cooper stated that moving the west building to the south would result in the loss of a few parking spaces, re-orienting the buildings into a “T” shape as opposed to the proposed “L” shape, and that this proposed orientation was most efficient. The close proximity to the Weinberg building and resulting sight lines were also less desirable.



- Would keeping the eight-story Weinberg building negate the logic of the proposed new five-story building? Mr. Cooper stated that they wished to transition to a newer, more contemporary development and that the second tower is still in compliance and would not be demolished for many years.
- The Commission stated that the site design and cost of relocating residents are the present issues, especially regarding the tension on the proposed ten-foot setback to the north. Ms. Riganti stated that these issues are why this development was presented to the Plan Commission, as but for the yellow portion of the site plan (indicating existing buildings on the site) there would be no issue to accommodate the proposed building within the required setbacks.
- Why can't the building in phase II be constructed first and moved south of its current position? Mr. Lang stated that relocating 125 residents would be a significant expense and they were concerned that residents and other users of their services would no longer feel connected to the Crown Center community.
- Some Commission members questioned the number of residents to be relocated as a result of the proposed buildings. Mr. Cooper stated that the numbers would differ depending on if the Tallin building was emptied during construction.
- Is it possible for the displaced residents to return upon completion? Ms. Goldstein stated that she appreciated the Commission's attention to the aesthetic aspects of the proposed buildings but noted that the bigger concern is relocating seniors. She stated that the amenities such as a new stove for example and overall newer unit finishes would increase the quality of life for the seniors.

Public Comment - None

A motion was made by Ms. Williams to recommend approval of an additional condition to staff's recommendation that staff seek a landscaping plan that provides a visual screen from the service drive to the north that is to include a combination of evergreen and deciduous trees. The motion was seconded by Mr. Miller and carried unanimously.

A motion was made by Mr. Ruben to recommend approval of the proposed Final Development Plan Amendment including the additional condition of a landscape plan as stated. The motion was seconded by Ms. Head and carried unanimously. The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

**6.e. Major Subdivision – Preliminary Plat - PC 17-08 – Proposed subdivision of a 0.518 acre tract of land into five lots in the “MR” Medium Density Residential District for attached single-family and townhouse dwellings – Magnolia Townhomes, LLC – 7634 Delmar Boulevard and 565 N Central Avenue**

Mr. Lai explained the proposal and showed slides of the site and its surrounding properties. The proposal was for the subdivision of a 0.518 acre tract of land into five lots in the “MR” Medium Density Residential District for attached single-family and townhouse dwellings. The proposed subdivision would allow for each of the five dwellings on individual lots. Mr. Lai also noted that a recent text amendment approved by City Council allows for this type of

subdivision. The ongoing construction is based on the site plan previously approved by City Council with all dwellings on one large site without individual lots.

The applicant, Mark Mehlman with Magnolia Townhomes, LLC, was present, while the project surveyor, Eric Kirby, provided a more detailed description and background of the proposed subdivision. Mr. Kirby stated that given the project has previous been approved for construction, this process for the proposed subdivision is more procedural in nature. He stated that they would like to take advantage of the new opportunity that the new text amendment provides for selling the units as individual condominiums.

#### Questions / Comments and Discussion by Plan Commission:

- Would you have changed your site plan in hindsight? Mr. Kirby stated that they probably would not have made any changes given the tight nature of the current site plan.

Lot lines on the site plan were difficult to identify. Mr. Lai demonstrated the proposed lot boundaries for each of the five lots for the Commission members.

- The Commission inquired about the individual lot sizes, particularly in reference to the previously vacated alley to west of the subject as well as in terms of real estate taxes. Mr. Kirby stated that this additional land to the subject site has been incorporated into the proposed area of lot one and that they alley would no longer be active. He further explained that they are currently working on the tax aspect to the lots since some lots are larger and are crossed by an easement for driveway space and parking.

The setbacks and attached nature of the dwellings were verified for some Commission members by Mr. Kirby.

Public Comment - None

A motion was made by Mr. Ruben to recommend approval of the proposed Major Subdivision – Preliminary Plat. The motion was seconded by Mr. Miller and carried unanimously. Mr. Lai explained that the next step would involve the improvement plans to the Department of Public Works and Parks for review and approval before having the Final Plat presented to the Plan Commission.

## **7. Other Business**

### **7.a. Work Session – Kingsland Walk Senior Living - Proposed Zoning Map Amendment / Development Plan – 6668 Vernon Avenue from PD-M Planned Development – Mixed-Use District to Amended PD-R Planned Development Residential District for an assisted living and memory care facility**

Ms. Riganti provided an overview of the proposed development and showed slides of the site and surrounding properties. The Commission was reminded about the “PD” District zoning classification procedure explained earlier. No vote is required this evening.

The applicant, Mr. Paul Boyer with Civil Engineering Design Consultants, Inc., and the project architect, David Mastin, provided a summary of the project for the Plan Commission members. The proposal was for a four-story assisted living and memory care facility with 49 assisted living units. Mr. Boyer explained that a market study had been completed which proved significant unmet demand for this service in this area that allows residents to age in place. He noted that this proposal was lacking from the ordinance requirements by two parking spaces as well as some setback issues. Mr. Boyer continued to explain that these units are intended to be market-rate units and provided more details of the proposal with a presentation.

#### Questions / Comments and Discussion by Plan Commission

- Will anything occupy the space of the fifth floor dormers? Mr. Boyer stated that the dormers will not be used as a fifth floor.
- Mr. Boyer presented a brick and stone veneer option for the proposed façade to gain the opinion of the Commission. The Commission was split over a preferred preference.
- Mr. Boyer noted that the subject property is 0.96-acre, which is less than the one-acre requirement for a site in the “PD” Planned Development District. Commission members suggested the acquisition of the two derelict properties to the south of the subject property, which are owned by Washington University and the developer of this proposal, respectively. Mr. Mastin stated he would discuss with the developer.
- Has Washington University been approached? Mr. Boyer and Mr. Mastin explained that they were not sure if something could be worked out or the intended use Washington University had anticipated for that property.
- The Commission stated that they favored a contiguous development parcel and asked whether the developer would consider a swap of property with Washington University to achieve this. It was suggested that this may alleviate the tightness of the development on the corner lot. Mr. Mastin stated that this was a good idea and would potentially further investigate this matter. He further stated that the current floorplan fits right given the number of potential residents and probably would not revise even if a property swap was possible. He also noted that the proposed landscaping and improvements would transform this corner of the intersection.
- Some Commission members suggested adding a right-of-way from the property to the Metcalfe Park for resident access.
- The parking issue was a concern and discussed in relation to the number of employees working each day and in terms of visitors and parking capacity for holidays.
- Some Commission members inquired about the occupancy of the property in terms of individuals or couples residing in the 49 units. Mr. Mastin stated that the provider of care recommended individuals for assisted living as it encompasses 99 percent of their business. He further stated that the memory care units will not be offered to couples, and individual occupancy of the property is mostly a marketing decision.
- The Commission recalled the previous iteration of the development plan for the Kingsland Walk development, which was previously proposed as a higher density mixed-use development, and noted the push then for green practices and sustainability (e.g. white roof, native plantings, natural drainage). The Commission suggested to staff that the new Kingsland Walk site plan be reviewed by the Green Practices Commission.

- Some Commission members asked about the pricing for residents to live at the property, which was suggested to be about \$2,500 per month with additional services added, in the mid-range market rate of assisted living. The developer explained this proposed pricing and noted that this proposed development would not receive government subsidies.

The Commission briefly restated the issues of event parking and the suggestion of a property swap with Washington University, but noted that this proposed development would be good for this corner lot.

**7.b. Public Comments** - There were no public comments.

## **8. Reports**

**8.a. Code Review Committee Report** – None

**8.b. Comprehensive Plan Committee Report**

Mr. Lai explained that the Comprehensive Plan Update project is in its final stage of the planning process but has been delayed due to staffing capacity reason. He further stated that the project should return to normal once staff responds to the consultant's questions regarding comments of a previous draft and that an updated schedule will become available soon.

**8.c. Council Liaison Report** - None

**8.d. Department Report**

Mr. Lai provided an update on the recently approved text amendment to the Zoning Code regarding subdivisions as well as two recently approved conditional use permits on Delmar Boulevard, involving a new karaoke venue and bubble tea location. Mr. Lai and Ms. Riganti also introduced Andrew Stanislav, the new city planner, and Tong Zhang, the planning intern.

## **9. Adjournment**

The meeting adjourned at 9:00 pm.



**Plan Commission  
August 23, 2017 Meeting Minutes**

The Plan Commission held their regular meeting at the Heman Park Community Center located at 975 Pennsylvania Avenue, University City, Missouri on Wednesday, August 23, 2017. The meeting commenced at 6:30 pm.

**1. Roll Call**

**Voting Members Present**

Cirri Moran (Chairperson)  
Michael Miller  
Cynthia Head  
Judith Gainer  
Ellen Hartz

**Voting Members Absent (excused)**

Rosalind Williams  
Andrew Ruben

**Non-Voting Council Liaison Present**

Rod Jennings

**Staff Present**

Andrea Riganti, Director of Community Development  
Raymond Lai, Deputy Director of Community Development  
Andrew Stanislav, Planner

**2. Approval of Minutes**

**2.a. July 26, 2017 Plan Commission meeting**

A motion was made by Mr. Miller to approve the July 26, 2017 meeting minutes. The motion was seconded by Ms. Gainer and carried unanimously.

Before the remaining agenda items were addressed, Chairperson Ms. Moran issued an apology on behalf of the Plan Commission to Dan Wald, property owner of 8400 Delmar Boulevard adjacent to the north of 8348-8350 Delcrest Drive (Crown Center for Senior Living). It was PC #17-07 that was reviewed for a Final Development Plan Amendment at the previous Plan Commission meeting on July 26, 2017. Ms. Moran stated that she was dismayed at the City Council meeting on August 14, 2017, when Mr. Wald stated that he was not notified of the Final Development Plan Amendment agenda item for the July 26, 2017 Plan Commission meeting. Ms. Moran stated that the Plan Commission did not ask the representatives of Crown Center if they had spoken with neighboring properties prior to the meeting and that it is incumbent upon the Plan Commission to make sure they hear all sides of any proposed project. She stated that there was no excuse in their deficiency and hoped Mr. Wald would accept their apology.

**3. Public Hearings**



### **3.a. Conditional Use Permit PC 17-10 – 1011 East Park Industrial Drive and 6425 Maple Avenue – Proposal for the manufacturing of sporting firearms with offices and storage and assembly areas in the “IC” – Industrial Commercial District**

Ms. Moran provided a brief description of the proposed project and stated that the public hearing notice requirements have been met. She indicated the Findings-of-Fact required for Condition Use Permit consideration. She stated that this is not the final step in the review process, and Plan Commission will forward their recommendation to City Council.

Mr. Lai explained the proposal and showed slides of the site and surrounding properties. The proposal was for a Conditional Use Permit to allow the manufacturing of sporting firearms with offices and storage and assembly areas to occupy a portion of existing space at the Universal Sewing Supply campus in the Cunningham Business Park area of the “IC” Industrial Commercial District.

David Samuels, one of the applicants, provided a background of the proposed project as well as his personal background and experience. He stated that Universal Sewing Supply has been in its current location for 40 years with 48 employees. The proposed conditional use to allow the manufacturing of sporting firearms, along with office, storage, and assembly areas, would occupy existing space within the Universal Sewing Supply campus. Hendrix and Hunter, the company of the proposed project, will manufacture pump action rifles with the intent of selling to collectors for a retail price of approximately \$2,500. They anticipate producing about 100 cases over the next 18 months.

Scot Towner, also an applicant as well as the designer and engineer of Hendrix and Hunter, presented slides that described the typology and quality of firearms the proposed company intended to produce. He stated that their target market includes collectors and enthusiasts, noting the high quality of the product such as hand-finishes and assembly. Mr. Towner further described the products as intended as an art or collectible item versus tactical or security use. Hendrix and Hunter must obtain a license from the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) in which there are specific security measures that must be followed. Mr. Towner stated that the facility has multiple levels of security, including 24/7 off-site monitored cameras. There is good police presence near the facility and access must be given in order to obtain entry. There are no exterior perspectives that allow a view of the interior, and little to no foot traffic is expected since there will not be a retail component at this location. There will also be no on-site testing of the products and no ammunition will be kept at the facility. Mr. Towner further noted that this would be a small business with between five and ten employees. Employees will have the skills of a machinist, artist, or technical background, and they would like to produce 100 rifles within about 18 months which would help the business to determine the market for the product.

#### Questions / Comments / Discussion by Plan Commission:

- Does “sporting firearm” mean deer hunting or really art to hang in a cupboard? Mr. Towner stated that a number of the rifles are bought with the intention to live in a gun safe or cupboard as an exhibit; however, the rifle is a licensed and regulate firearm with applications

for hunting. Some consumers may occasionally take the rifle to a gun range. He also anticipated about five out of 100 guns would be routinely used with the rest as collectors' items.

- Do the bullets load one at a time? Mr. Towner said yes and illustrated the process of loading the rifle using the presentation slides. He stated that the rifle will hold six rounds per time and that the slide action and level action guns are of 19<sup>th</sup> Century design. This style of gun became obsolete as military advancements increased the loading capacity in new styles.
- Will there be ammunition at the proposed location and where will you sell your product? Mr. Towner stated that there will be no ammunition at this location as testing the product testing is located at another site outside of the city. He further stated that the products would mostly be sold through a dealer given the regulations on gun sales, noting that each product needs to be serialized per the ATF.
- What are the proposed hours of operation? Mr. Towner stated that the hours of operation would be between 9:00 a.m. and 4 p.m., but noted that this may be adjusted to 6 p.m. The hours between 9:00 a.m. and 4:00 p.m. are the hours that the ATF would perform random inspections.
- Will there be sales on the Internet since there will be no foot traffic at the proposed site? Mr. Towner stated that there may be some visitors to at the proposed site by appointment only; however, there will not be a showroom or retail component at this location. Their intended marketing would be through word-of-mouth.
- Are your sales wholesale or retail? Mr. Towner stated that they intend for their sales to be wholesale and clarified for the Commission that the \$2,300 to \$2,500 price range is the retail and not the wholesale pricing.
- In terms of security, these are not tall buildings but they appear sturdy. Will there be any enhancements on the building's walls? Mr. Towner stated that the building's walls are brick and 30 inches thick. He demonstrated the location of the proposed business in relation to the entire site on an aerial image on the slides.
- Are there skylights on the roof and is the roof secure? Mr. Towner stated that the building has skylights and 20-foot ceilings. He stated that he cannot say that it is burglar proof; however, an internal room of the facility with no external access, functioning similarly to a tool room in a machine shop, serves as a secured area for the business to store their products and equipment in concrete floor-bolted safes. This area does not have a skylight and there is security monitoring this room.
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Ms. Moran asked the public in attendance to identify if they lived within the immediate vicinity of the proposed project. (No one answered). Ms. Moran stated that she drove the subject area the Saturday prior to this meeting and saw only one sign posted along East Park Industrial Drive. She also noted that while the public notification outreach does not seem adequate, she understands staff's burden.

Staff explained to Ms. Moran that three individual signs had been posted on East Park Industrial Drive, Maple Avenue, and Sutter Avenue. A week prior to this meeting the notification signs were checked by staff and the two signs missing along Maple Avenue and Sutter Avenue were replaced. Staff also stated that a map defining the properties within the 200-foot notification radius of the subject property can be shown to the Commission to confirm where notification letters have been sent. Ms. Riganti advised that a motion may be

made later in the meeting following other agenda items regarding public hearing notifications.

- Will there be employee background checks? Mr. Towner stated that there will be background checks as well as tests for substance abuse.
- Where would your potential future showroom be located? Mr. Towner stated that the future showroom size and location would depend on the scale of success of the business, and that ammunition would also not be available in the potential showroom. He also stated that this would never be a retail outlet.
- Will only finished products be stored in the safes and who has access? Mr. Towner stated that there will be four to five six-foot tall safes that will be bolted to floor. As soon as the product is in process it will be stored in the safe, along with tools and other equipment. He further stated that not everyone working for the Hendrix and Hunter will have access codes to the safes and that this secure room that will house the safes is entirely inside the existing secure building.

Public Hearing speakers:

- 1) Naomi Silver, 7434 Wellington Ave. – stated that she is a 3<sup>rd</sup> Ward resident, west of the proposed location for Hendrix and Hunter. She took issue with the applicants describing the proposed firearm products to be manufactured as fine art. Ms. Silver stated that she appreciated the company's location in the St. Louis area, but the risks outweigh the benefits. She calculated that 100 guns sold at the retail price of about \$2,500 per gun, over 18 months, the business license fee in the second year of operation that city would receive \$7,500. She further stated that the proposed five to ten employees are not guaranteed to be University City residents.
- 2) Kevin Taylor, 3<sup>rd</sup> Ward Resident, P.O. Box 300530 – questioned where the findings-of-fact document can be located and how it was created. He stated that he toured the proposed facility for Hendrix and Hunter with Councilmembers Smotherson and Jennings prior to this meeting. Mr. Taylor stated that drunk driving and security risk factors were not addressed for the proposed brewery in University City and does not see why the proposed rifle manufacturing business should be reviewed with such scrutiny. He suggested that a potential future police station be located southwest of the subject site along Olive Boulevard, and questioned the Commission if they would view this proposal any differently in his proposed scenario. Mr. Taylor stated that the Plan Commission has to look beyond their morals and determine if the proposed use generates revenue and fits with the City's Comprehensive Plan. He stated that America is made of small businesses and the City should encourage diversity and entrepreneurship in manufacturing. He also questioned if anyone knew what activity or use was ongoing in the subject buildings currently before this meeting and suggested the potential for skilled employees from outside University City to be attracted here because of these unique and diverse opportunities. He suggested the proposal just needed good conditions imposed for regulation purposes.

- 3) John Bierman, 7600 Cornell Ave. – stated that he is an attorney though he does not specialize in land use. He requested clarification as to why a Conditional Use Permit was required in this case given the similarity of the proposed use to other Permitted Uses in the “IC” Industrial Commercial District, such as a machine shop. He stated that if there was no prohibition of firearm manufacturing in the City’s Zoning Code, than it should be approved. He further reiterated the intended use and intent of the rifle to be used by collectors and enthusiasts and is slow in firing and not a high caliber rifle. Mr. Bierman stated that he understands the Commission’s concerns relating to security at the facility; however, the product is highly regulated and will be difficult to access without permission. He encouraged the Commission to recommend this proposal for approval as the City’s Zoning Code does not prohibit the manufacturing of firearms.
- 4) Councilmember Rod Jennings, 1412 Purdue Ave. – Mr. Jennings stated that he is a 3<sup>rd</sup> Ward resident, gun enthusiast, and he is against the illegal possession of firearms. He and Councilmember Smotherson toured the facility with the property owners for two hours prior to this meeting with Mr. Taylor. He stated that he noticed the presence of security cameras around the facility, the presence of City police at night, and the extremely thick walls of the existing buildings. Mr. Jennings further stated that he observed numerous alarms and a steel cage access to the manufacturing area. The proposed guns are older in style and not what street criminals typically use. Research into the market of firearms shows the heavy regulations, and he does not believe that there will be any negative impacts on the City or the surrounding neighborhood. He stated that Hendrix and Hunter is a responsible and good business, and that gun manufacturing is not new to our area, including Missouri and Illinois. He and City Councilmember Smotherson agreed the proposal is manufacturing and not detrimental.

Questions / Comments / Discussion by Plan Commission continued:

- Would potential expansion of the proposed business include the production of hand guns? Mr. Towner stated that future products would involve the proposed rifle with variations in terms of the raw materials used which would increase the price and quality of the product.
- Do you have a rebuttal to any of the public hearing comments? Mr. Towner stated that he did not have any rebuttals and that only one public hearing comment was in opposition to the proposed use.

Ms. Moran asked for staff’s recommendation. Mr. Lai explained staff’s recommendation for approval of the application, including a highlight description of the proposed conditions in Attachment “A” of the staff report. Mr. Lai stated that the proposed use was compatible with the site and surrounding uses, including the residential uses to the west provided that appropriate conditions are imposed. It would not create a detrimental impact on these properties. The CUP application was circulated through all appropriate City departments for comments, and the applicant had provided responses specifically to the Department of Public Works and Parks and the Police Department. Mr. Lai noted that since no showroom

is proposed, and future showroom proposal would have to be brought back to Plan Commission for review.

Ms. Riganti responded to Mr. Bierman's public hearing comment, stating that the Zoning Code does not explicitly prohibit nor permit the proposed use. She explained that staff determines if the proposed use is "like enough" to the permitted uses of the zoning district. Staff determined that the proposed use could have controversy and was not "like enough" to the permitted uses of the "IC" District, and that such use shall be considered a conditional use if its potential impact is uncertain. It would provide an opportunity for conditions to be imposed before the application moves forward in the approval process.

- Mr. Miller motioned to consider adding an amendment to the conditions for an agreement on the landscaping plan, particularly along Sutter Avenue. Ms. Gainer seconded the motion. By a vote of 1-4, the motion failed.
- Mr. Miller motioned to approve the CUP with conditions in Attachment "A" as proposed by staff. Ms. Hartz seconded the motion which was subsequently passed unanimously.

Mr. Bierman added that he does not think the applicant should be subject to pursuing a Conditional Use Permit because of anticipated controversy. He stated that the proposed use is light manufacturing and machining as a "permitted use," although he has not seen the recommended conditions yet at this time. He appreciated that the community was able to voice their concerns and opinions regarding Hendrix and Hunter's proposal. His client, the applicant, would reserve the right to challenge the need for a CUP later.

#### **4. Hearings – None**

#### **5. Old Business – None**

#### **6. New Business**

##### **6.a. Zoning Map Amendment PC 17-09 – Proposed zoning map amendment from "PD-M" Planned Development-Mixed Use District to "PD-R" Planned Development-Residential District (Assisted Living & Memory Care Facility) – Kingsland Walk Senior Living, LLC (c/o Paul Boyer, Civil Engineering Design Consultants, Inc.) – 6668 Vernon Avenue (at Kingsland Avenue)**

Ms. Moran explained that the Commission has previously reviewed the applicant's proposed preliminary sketch plan and reminded the Commission members of the process for approval.

Ms. Riganti explained the significance and procedure associated with the "PD" Planned Development zoning classification through a flow chart. She stated that this zoning classification was designed to allow for flexibility in the site plan and design so the development can better fit a property. Additionally, the "PD" District zoning and the preliminary plan cannot exist without one other.



Ms. Riganti explained the proposal and showed slides of the site and surrounding properties. The proposed rezoning would provide a more appropriate fit for the proposed senior housing development than the property's current zoning.

The applicant, Mr. Paul Boyer with Civil Engineering Design Consultants, Inc., and the project architect, David Mastin, provided a summary of the project. The proposal was for a four-story assisted living and memory care facility with 49 assisted living units. Mr. Boyer explained that a market study had been completed which proved significant unmet demand for this type of service in this area that allows residents to age in place. Mr. Boyer noted the inclusion of Commission suggestions from the July Work Session, including two additional parking spaces to meet the parking requirement. He also noted the potential inclusion of a concrete median along Kingsland Avenue as suggested preliminarily by St. Louis County to prevent south-bound traffic from entering the development. The applicants reviewed drawings and details of the proposed development with a presentation. Mr. Mastin indicated that they will work with the City Forester on proposed landscaping.

Mr. Mastin continued to note the tremendous need in University City for an assisted living facility. He further described some architectural elements of the proposed development, including the location of balconies, façade materials, and landscape plan. He further clarified that the parking requirements in the site plan are correct and are not reflected in the renderings.

#### Questions / Comments / Discussion by Plan Commission:

- What are the demographics of residents in assisted living facilities? Mr. Mastin stated that the demographics of residents would involve those who need assistance with daily living and are mentally adept. He stated that there is no age restriction.
- Have you contacted the neighbors to the east? Mr. Mastin stated that they have contacted them and had planned to meet with them the following morning. He stated that they are aware of the most important details of these plans and they have no expressed dismay as of yet.
- Would you consider a recreational partnership with the daycare next door? Mr. Mastin stated that they would consider a partnership and agreed that the potential intergenerational activities would be a benefit.
- Have you spoken with Washington University regarding the adjacent property to the south? Mr. Mastin stated that the meeting for the following morning was with Washington University representatives.

Ms. Riganti clarified for the Commission that Washington University owns the properties adjacent to the subject property to the east, which is the daycare facility, and the south.

- Will the access to the site along Vernon Avenue serve as both an entrance and an exit? Mr. Boyer stated that they have not gotten final confirmation from St. Louis County yet as of this time but they would like to keep full access along Vernon if the Kingsland access point will be right-in/ right-out only.

- Will the service entrance be accessible for public use? Mr. Boyer stated that the public can exit from this point but may not enter.
- Can there be a sign along Kingsland that says right-turn only at the entrance to the development? Mr. Boyer stated that they can erect a sign at that location.
- Do you have an agenda for your meeting with Washington University, and are you going to try to get the parcel to the south of the subject site? Mr. Mastin stated that there was no set agenda for the meeting but they would like to discuss opportunities for a better arrangement of property for both parties.
- Will the façade material be brick or a type of faux-brick? Mr. Mastin stated that the brick used for the façade will be conventional brick.

Ms. Riganti stated that staff recommended approval as the proposed “PD-R” District is reasonable and compatible with the surrounding uses. She stated that although the subject site is marginally less than the required one acre lot size for the “PD-R” District, she commended the development team for their ability to incorporate all of the necessary elements, including parking and landscaping. She stated that curb-cuts will be addressed at a later stage in the review process and ultimately it is the jurisdiction of St. Louis County. The development team previously met with the Green Practices Commission and included some recommendations.

The Commission inquired if the acquisition of the adjacent parcel to the south would alleviate the tightness of the proposed development. Ms. Riganti stated that there could be additional landscaping along that side of the development but acquiring that property cannot be made a condition. Mr. Mastin also stated that they would use the additional space, if required, as a landscaping buffer but did not know what the remainder of the site could be used for at this time.

Public Comments – None

A motion was made by Ms. Gainer to recommend approval of the proposed Zoning Map Amendment with the attachments, including the preliminary development plan. The motion was seconded by Mr. Miller and carried unanimously by a vote of 5-0. The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

Ms. Moran proposed a brain-storming session be held by the Plan Commission regarding public notifications to adjacent property owners and through various channels of notification. She stated that their duty is to hear all sides of a proposal and they need to be creative without increasing the burden on staff. Ms. Head suggested coordinating a strategy via email rather than an extra meeting. Ms. Moran suggested a subcommittee be formed to meet with staff regarding suggestions. Ms. Moran, Ms. Hartz, and Ms. Gainer will be on the subcommittee and agreed to coordinate further following this meeting.

## **7. Other Business**

### **7.a. Public Comments**

There were three speakers:

- 1) Dan Wald, 8420 Delmar Blvd. – Mr. Wald, the owner of the property to the north of Crown Center at 8350 Delcrest Drive, stated that he was unaware of the Crown Center proposal for a Final Development Plan Amendment (PC 17-07) and its review before the Plan Commission in July. He stated that he was concerned for the sightlines of his tenants north of the Crown Center property, given the proposed ten-foot setback from the property line. He stated that he never received notification from Crown Center and they are currently erecting a fence 20-feet from his building for security reasons. He stated that he did not understand what the benefit to the City was from Crown Center since they are tax exempt and are 100 percent occupied by low-income seniors. He further stated that he was concerned he will lose a contract he has to sell his property to a potential hotel developer because of the close proximity of the Crown Center redevelopment. The potential hotel developer and Crown Center were to meet the following day to discuss the issue. Mr. Wald stated that the public notification issue needs to be rectified.
- 2) Ben Senturia, 7031 Waterman – Mr. Senturia stated that he is the Vice Chair of the Comprehensive Plan Advisory Committee (CPAC) in which he serves with Ms. Moran. He described the history of the comprehensive planning process in which a consultant was hired and various iterations of comments have been relayed as a result of their dissatisfaction. He stated that he understand this is not an easy process but it must continue. Mr. Senturia requested that the Plan Commission come to terms with what needs to be done as a next step and to notify them of what the status is, given the amount of hours spent working on this plan update. Ms. Moran stated that she will work with staff on this.
- 3) Councilmember Paulette Carr, 7901 Gannon Ave. – Ms. Carr stated that she is the 2<sup>nd</sup> Ward Councilmember. She discussed the Crown Center Final Development Plan Amendment in regards to Mr. Wald's notification. She stated that Plan Commission is advisory to City Council. In City Council decisions, she had to consider the law, facts, and her discretion. Something cannot be turned town because of a personal opinion; the law needs to be followed. She stated that Ms. Riganti was perfectly clear of the procedure regarding the Crown Center amendment and it is not a variance request for the Board of Adjustment. Ms. Carr explained a personal example of public notification she experienced in Michigan. She stated to the Commission that when things do not feel comfortable, they had every right to postpone. She stated that no one asked for the Board of Adjustment and only for a landscape plan. Ms. Carr noted that this particular case was for the convenience of Crown Center, and Crown Center owed it to inform the neighboring property owners, and the City should take additional consideration. The Plan Commission should have postponed their decision as this appears to be a taking of Mr. Wald's property. Ms. Carr stated that Ms. Riganti was correct in assuring the law and discretion was considered in this case, but The Commission did not ask for the missing facts to be provided. Ms. Carr further noted that she takes Plan Commission's recommendation seriously.

## **8. Reports**

### **8.a. Code Review Committee Report – None**

### **8.b. Comprehensive Plan Committee Report**

Ms. Riganti stated that staff will meet with Ms. Moran for guidance and suggestions for a process to continue, and to resume bi-weekly or monthly progress updates.

### **8.c. Council Liaison Report - None**

### **8.d. Department Report**

Ms. Riganti announced that Mr. Lai has accepted a position in Decatur, Illinois, and his last day as Deputy Director of Community Development for University City will be September 8, 2017. She thanked him on behalf of the City for his dedication and hard work. Mr. Lai thanked the Commission members, both present and past, and stated that he appreciated the opportunity to work during the past six and a-half years for University City.

## **9. Adjournment**

The meeting adjourned at 8:50 pm.

**Plan Commission**  
**August 23, 2017 Meeting Minutes**

The Plan Commission held their regular meeting at the Heman Park Community Center located at 975 Pennsylvania Avenue, University City, Missouri on Wednesday, August 23, 2017. The meeting commenced at 6:30 pm.

**1. Roll Call**

**Voting Members Present**

Cirri Moran (Chairperson)  
Michael Miller  
Cynthia Head  
Judith Gainer  
Ellen Hartz

**Voting Members Absent (excused)**

Rosalind Williams  
Andrew Ruben

**Non-Voting Council Liaison Present**

Rod Jennings

**Staff Present**

Andrea Riganti, Director of Community Development  
Raymond Lai, Deputy Director of Community Development  
Andrew Stanislav, Planner

**2. Approval of Minutes**

**2.a. July 26, 2017 Plan Commission meeting**

A motion was made by Mr. Miller to approve the July 26, 2017 meeting minutes. The motion was seconded by Ms. Gainer and carried unanimously.

Before the remaining agenda items were addressed, Chairperson Ms. Moran issued an apology on behalf of the Plan Commission to Dan Wald, property owner of 8400 Delmar Boulevard adjacent to the north of 8348-8350 Delcrest Drive (Crown Center for Senior Living). It was PC #17-07 that was reviewed for a Final Development Plan Amendment at the previous Plan Commission meeting on July 26, 2017. Ms. Moran stated that she was dismayed at the City Council meeting on August 14, 2017, when Mr. Wald stated that he was not notified of the Final Development Plan Amendment agenda item for the July 26, 2017 Plan Commission meeting. Ms. Moran stated that the Plan Commission did not ask the representatives of Crown Center if they had spoken with neighboring properties prior to the meeting and that it is incumbent upon the Plan Commission to make sure they hear all sides of any proposed project. She stated that there was no excuse in their deficiency and hoped Mr. Wald would accept their apology.

**3. Public Hearings**

### **3.a. Conditional Use Permit PC 17-10 – 1011 East Park Industrial Drive and 6425 Maple Avenue – Proposal for the manufacturing of sporting firearms with offices and storage and assembly areas in the “IC” – Industrial Commercial District**

Ms. Moran provided a brief description of the proposed project and stated that the public hearing notice requirements have been met. She indicated the Findings-of-Fact required for Condition Use Permit consideration. She stated that this is not the final step in the review process, and Plan Commission will forward their recommendation to City Council.

Mr. Lai explained the proposal and showed slides of the site and surrounding properties. The proposal was for a Conditional Use Permit to allow the manufacturing of sporting firearms with offices and storage and assembly areas to occupy a portion of existing space at the Universal Sewing Supply campus in the Cunningham Business Park area of the “IC” Industrial Commercial District.

David Samuels, one of the applicants, provided a background of the proposed project as well as his personal background and experience. He stated that Universal Sewing Supply has been in its current location for 40 years with 48 employees. The proposed conditional use to allow the manufacturing of sporting firearms, along with office, storage, and assembly areas, would occupy existing space within the Universal Sewing Supply campus. Hendrix and Hunter, the company of the proposed project, will manufacture pump action rifles with the intent of selling to collectors for a retail price of approximately \$2,500. They anticipate producing about 100 cases over the next 18 months.

Scot Towner, also an applicant as well as the designer and engineer of Hendrix and Hunter, presented slides that described the typology and quality of firearms the proposed company intended to produce. He stated that their target market includes collectors and enthusiasts, noting the high quality of the product such as hand-finishes and assembly. Mr. Towner further described the products as intended as an art or collectible item versus tactical or security use. Hendrix and Hunter must obtain a license from the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) in which there are specific security measures that must be followed. Mr. Towner stated that the facility has multiple levels of security, including 24/7 off-site monitored cameras. There is good police presence near the facility and access must be given in order to obtain entry. There are no exterior perspectives that allow a view of the interior, and little to no foot traffic is expected since there will not be a retail component at this location. There will also be no on-site testing of the products and no ammunition will be kept at the facility. Mr. Towner further noted that this would be a small business with between five and ten employees. Employees will have the skills of a machinist, artist, or technical background, and they would like to produce 100 rifles within about 18 months which would help the business to determine the market for the product.

#### Questions / Comments / Discussion by Plan Commission:

- Does “sporting firearm” mean deer hunting or really art to hang in a cupboard? Mr. Towner stated that a number of the rifles are bought with the intention to live in a gun safe or cupboard as an exhibit; however, the rifle is a licensed and regulate firearm with applications



for hunting. Some consumers may occasionally take the rifle to a gun range. He also anticipated about five out of 100 guns would be routinely used with the rest as collectors' items.

- Do the bullets load one at a time? Mr. Towner said yes and illustrated the process of loading the rifle using the presentation slides. He stated that the rifle will hold six rounds per time and that the slide action and level action guns are of 19<sup>th</sup> Century design. This style of gun became obsolete as military advancements increased the loading capacity in new styles.
- Will there be ammunition at the proposed location and where will you sell your product? Mr. Towner stated that there will be no ammunition at this location as testing the product testing is located at another site outside of the city. He further stated that the products would mostly be sold through a dealer given the regulations on gun sales, noting that each product needs to be serialized per the ATF.
- What are the proposed hours of operation? Mr. Towner stated that the hours of operation would be between 9:00 a.m. and 4 p.m., but noted that this may be adjusted to 6 p.m. The hours between 9:00 a.m. and 4:00 p.m. are the hours that the ATF would perform random inspections.
- Will there be sales on the Internet since there will be no foot traffic at the proposed site? Mr. Towner stated that there may be some visitors to at the proposed site by appointment only; however, there will not be a showroom or retail component at this location. Their intended marketing would be through word-of-mouth.
- Are your sales wholesale or retail? Mr. Towner stated that they intend for their sales to be wholesale and clarified for the Commission that the \$2,300 to \$2,500 price range is the retail and not the wholesale pricing.
- In terms of security, these are not tall buildings but they appear sturdy. Will there be any enhancements on the building's walls? Mr. Towner stated that the building's walls are brick and 30 inches thick. He demonstrated the location of the proposed business in relation to the entire site on an aerial image on the slides.
- Are there skylights on the roof and is the roof secure? Mr. Towner stated that the building has skylights and 20-foot ceilings. He stated that he cannot say that it is burglar proof; however, an internal room of the facility with no external access, functioning similarly to a tool room in a machine shop, serves as a secured area for the business to store their products and equipment in concrete floor-bolted safes. This area does not have a skylight and there is security monitoring this room.
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Public Hearing speakers:

- 1) Naomi Silver, 7434 Wellington Ave. – stated that she is a 3<sup>rd</sup> Ward resident, west of the proposed location for Hendrix and Hunter. She took issue with the applicants describing the proposed firearm products to be manufactured as fine art. Ms. Silver stated that she appreciated the company's location in the St. Louis area, but the risks outweigh the benefits. She calculated that 100 guns sold at the retail price of about \$2,500 per gun, over 18 months, the business license fee in the second year of operation that city would receive \$7,500. She further stated that the proposed five to ten employees are not guaranteed to be University City residents.
- 2) Kevin Taylor, 3<sup>rd</sup> Ward Resident, P.O. Box 300530 – questioned where the findings-of-fact document can be located and how it was created. He stated that he toured the proposed facility for Hendrix and Hunter with Councilmembers Smotherson and Jennings prior to this meeting. Mr. Taylor stated that drunk driving and security risk factors were not addressed for the proposed brewery in University City and does not see why the proposed rifle manufacturing business should be reviewed with such scrutiny. He suggested that a potential future police station be located southwest of the subject site along Olive Boulevard, and questioned the Commission if they would view this proposal any differently in his proposed scenario. Mr. Taylor stated that the Plan Commission has to look beyond their morals and determine if the proposed use generates revenue and fits with the City's Comprehensive Plan. He stated that America is made of small businesses and the City should encourage diversity and entrepreneurship in manufacturing. He also questioned if anyone knew what activity or use was ongoing in the subject buildings currently before this meeting and suggested the potential for skilled employees from outside University City to be attracted here because of these unique and diverse opportunities. He suggested the proposal just needed good conditions imposed for regulation purposes.

- 3) John Bierman, 7600 Cornell Ave. – stated that he is an attorney though he does not specialize in land use. He requested clarification as to why a Conditional Use Permit was required in this case given the similarity of the proposed use to other Permitted Uses in the “IC” Industrial Commercial District, such as a machine shop. He stated that if there was no prohibition of firearm manufacturing in the City’s Zoning Code, than it should be approved. He further reiterated the intended use and intent of the rifle to be used by collectors and enthusiasts and is slow in firing and not a high caliber rifle. Mr. Bierman stated that he understands the Commission’s concerns relating to security at the facility; however, the product is highly regulated and will be difficult to access without permission. He encouraged the Commission to recommend this proposal for approval as the City’s Zoning Code does not prohibit the manufacturing of firearms.
- 4) Councilmember Rod Jennings, 1412 Purdue Ave. – Mr. Jennings stated that he is a 3<sup>rd</sup> Ward resident, gun enthusiast, and he is against the illegal possession of firearms. He and Councilmember Smotherson toured the facility with the property owners for two hours prior to this meeting with Mr. Taylor. He stated that he noticed the presence of security cameras around the facility, the presence of City police at night, and the extremely thick walls of the existing buildings. Mr. Jennings further stated that he observed numerous alarms and a steel cage access to the manufacturing area. The proposed guns are older in style and not what street criminals typically use. Research into the market of firearms shows the heavy regulations, and he does not believe that there will be any negative impacts on the City or the surrounding neighborhood. He stated that Hendrix and Hunter is a responsible and good business, and that gun manufacturing is not new to our area, including Missouri and Illinois. He and City Councilmember Smotherson agreed the proposal is manufacturing and not detrimental.

Questions / Comments / Discussion by Plan Commission continued:

- Would potential expansion of the proposed business include the production of hand guns? Mr. Towner stated that future products would involve the proposed rifle with variations in terms of the raw materials used which would increase the price and quality of the product.
- Do you have a rebuttal to any of the public hearing comments? Mr. Towner stated that he did not have any rebuttals and that only one public hearing comment was in opposition to the proposed use.

Ms. Moran asked for staff’s recommendation. Mr. Lai explained staff’s recommendation for approval of the application, including a highlight description of the proposed conditions in Attachment “A” of the staff report. Mr. Lai stated that the proposed use was compatible with the site and surrounding uses, including the residential uses to the west provided that appropriate conditions are imposed. It would not create a detrimental impact on these properties. The CUP application was circulated through all appropriate City departments for comments, and the applicant had provided responses specifically to the Department of Public Works and Parks and the Police Department. Mr. Lai noted that since no showroom

is proposed, and future showroom proposal would have to be brought back to Plan Commission for review.

Ms. Riganti responded to Mr. Bierman's public hearing comment, stating that the Zoning Code does not explicitly prohibit nor permit the proposed use. She explained that staff determines if the proposed use is "like enough" to the permitted uses of the zoning district. Staff determined that the proposed use could have controversy and was not "like enough" to the permitted uses of the "IC" District, and that such use shall be considered a conditional use if its potential impact is uncertain. It would provide an opportunity for conditions to be imposed before the application moves forward in the approval process.

- Mr. Miller motioned to consider adding an amendment to the conditions for an agreement on the landscaping plan, particularly along Sutter Avenue. Ms. Gainer seconded the motion. By a vote of 1-4, the motion failed.
- Mr. Miller motioned to approve the CUP with conditions in Attachment "A" as proposed by staff. Ms. Hartz seconded the motion which was subsequently passed unanimously.

Mr. Bierman added that he does not think the applicant should be subject to pursuing a Conditional Use Permit because of anticipated controversy. He stated that the proposed use is light manufacturing and machining as a "permitted use," although he has not seen the recommended conditions yet at this time. He appreciated that the community was able to voice their concerns and opinions regarding Hendrix and Hunter's proposal. His client, the applicant, would reserve the right to challenge the need for a CUP later.

#### **4. Hearings – None**

#### **5. Old Business – None**

#### **6. New Business**

##### **6.a. Zoning Map Amendment PC 17-09 – Proposed zoning map amendment from "PD-M" Planned Development-Mixed Use District to "PD-R" Planned Development-Residential District (Assisted Living & Memory Care Facility) – Kingsland Walk Senior Living, LLC (c/o Paul Boyer, Civil Engineering Design Consultants, Inc.) – 6668 Vernon Avenue (at Kingsland Avenue)**

Ms. Moran explained that the Commission has previously reviewed the applicant's proposed preliminary sketch plan and reminded the Commission members of the process for approval.

Ms. Riganti explained the significance and procedure associated with the "PD" Planned Development zoning classification through a flow chart. She stated that this zoning classification was designed to allow for flexibility in the site plan and design so the development can better fit a property. Additionally, the "PD" District zoning and the preliminary plan cannot exist without one other.

Ms. Riganti explained the proposal and showed slides of the site and surrounding properties. The proposed rezoning would provide a more appropriate fit for the proposed senior housing development than the property's current zoning.

The applicant, Mr. Paul Boyer with Civil Engineering Design Consultants, Inc., and the project architect, David Mastin, provided a summary of the project. The proposal was for a four-story assisted living and memory care facility with 49 assisted living units. Mr. Boyer explained that a market study had been completed which proved significant unmet demand for this type of service in this area that allows residents to age in place. Mr. Boyer noted the inclusion of Commission suggestions from the July Work Session, including two additional parking spaces to meet the parking requirement. He also noted the potential inclusion of a concrete median along Kingsland Avenue as suggested preliminarily by St. Louis County to prevent south-bound traffic from entering the development. The applicants reviewed drawings and details of the proposed development with a presentation. Mr. Mastin indicated that they will work with the City Forester on proposed landscaping.

Mr. Mastin continued to note the tremendous need in University City for an assisted living facility. He further described some architectural elements of the proposed development, including the location of balconies, façade materials, and landscape plan. He further clarified that the parking requirements in the site plan are correct and are not reflected in the renderings.

#### Questions / Comments / Discussion by Plan Commission:

- What are the demographics of residents in assisted living facilities? Mr. Mastin stated that the demographics of residents would involve those who need assistance with daily living and are mentally adept. He stated that there is no age restriction.
- Have you contacted the neighbors to the east? Mr. Mastin stated that they have contacted them and had planned to meet with them the following morning. He stated that they are aware of the most important details of these plans and they have no expressed dismay as of yet.
- Would you consider a recreational partnership with the daycare next door? Mr. Mastin stated that they would consider a partnership and agreed that the potential intergenerational activities would be a benefit.
- Have you spoken with Washington University regarding the adjacent property to the south? Mr. Mastin stated that the meeting for the following morning was with Washington University representatives.

Ms. Riganti clarified for the Commission that Washington University owns the properties adjacent to the subject property to the east, which is the daycare facility, and the south.

- Will the access to the site along Vernon Avenue serve as both an entrance and an exit? Mr. Boyer stated that they have not gotten final confirmation from St. Louis County yet as of this time but they would like to keep full access along Vernon if the Kingsland access point will be right-in/ right-out only.



- Will the service entrance be accessible for public use? Mr. Boyer stated that the public can exit from this point but may not enter.
- Can there be a sign along Kingsland that says right-turn only at the entrance to the development? Mr. Boyer stated that they can erect a sign at that location.
- Do you have an agenda for your meeting with Washington University, and are you going to try to get the parcel to the south of the subject site? Mr. Mastin stated that there was no set agenda for the meeting but they would like to discuss opportunities for a better arrangement of property for both parties.
- Will the façade material be brick or a type of faux-brick? Mr. Mastin stated that the brick used for the façade will be conventional brick.

Ms. Riganti stated that staff recommended approval as the proposed “PD-R” District is reasonable and compatible with the surrounding uses. She stated that although the subject site is marginally less than the required one acre lot size for the “PD-R” District, she commended the development team for their ability to incorporate all of the necessary elements, including parking and landscaping. She stated that curb-cuts will be addressed at a later stage in the review process and ultimately it is the jurisdiction of St. Louis County. The development team previously met with the Green Practices Commission and included some recommendations.

The Commission inquired if the acquisition of the adjacent parcel to the south would alleviate the tightness of the proposed development. Ms. Riganti stated that there could be additional landscaping along that side of the development but acquiring that property cannot be made a condition. Mr. Mastin also stated that they would use the additional space, if required, as a landscaping buffer but did not know what the remainder of the site could be used for at this time.

Public Comments – None

A motion was made by Ms. Gainer to recommend approval of the proposed Zoning Map Amendment with the attachments, including the preliminary development plan. The motion was seconded by Mr. Miller and carried unanimously by a vote of 5-0. The recommendation will be forwarded to City Council for a public hearing and consideration of final approval.

Ms. Moran proposed a brain-storming session be held by the Plan Commission regarding public notifications to adjacent property owners and through various channels of notification. She stated that their duty is to hear all sides of a proposal and they need to be creative without increasing the burden on staff. Ms. Head suggested coordinating a strategy via email rather than an extra meeting. Ms. Moran suggested a subcommittee be formed to meet with staff regarding suggestions. Ms. Moran, Ms. Hartz, and Ms. Gainer will be on the subcommittee and agreed to coordinate further following this meeting.

## **7. Other Business**

### **7.a. Public Comments**

There were three speakers:

- 1) Dan Wald, 8420 Delmar Blvd. – Mr. Wald, the owner of the property to the north of Crown Center at 8350 Delcrest Drive, stated that he was unaware of the Crown Center proposal for a Final Development Plan Amendment (PC 17-07) and its review before the Plan Commission in July. He stated that he was concerned for the sightlines of his tenants north of the Crown Center property, given the proposed ten-foot setback from the property line. He stated that he never received notification from Crown Center and they are currently erecting a fence 20-feet from his building for security reasons. He stated that he did not understand what the benefit to the City was from Crown Center since they are tax exempt and are 100 percent occupied by low-income seniors. He further stated that he was concerned he will lose a contract he has to sell his property to a potential hotel developer because of the close proximity of the Crown Center redevelopment. The potential hotel developer and Crown Center were to meet the following day to discuss the issue. Mr. Wald stated that the public notification issue needs to be rectified.
- 2) Ben Senturia, 7031 Waterman – Mr. Senturia stated that he is the Vice Chair of the Comprehensive Plan Advisory Committee (CPAC) in which he serves with Ms. Moran. He described the history of the comprehensive planning process in which a consultant was hired and various iterations of comments have been relayed as a result of their dissatisfaction. He stated that he understand this is not an easy process but it must continue. Mr. Senturia requested that the Plan Commission come to terms with what needs to be done as a next step and to notify them of what the status is, given the amount of hours spent working on this plan update. Ms. Moran stated that she will work with staff on this.
- 3) Councilmember Paulette Carr, 7901 Gannon Ave. – Ms. Carr stated that she is the 2<sup>nd</sup> Ward Councilmember. She discussed the Crown Center Final Development Plan Amendment in regards to Mr. Wald's notification. She stated that Plan Commission is advisory to City Council. In City Council decisions, she had to consider the law, facts, and her discretion. Something cannot be turned town because of a personal opinion; the law needs to be followed. She stated that Ms. Riganti was perfectly clear of the procedure regarding the Crown Center amendment and it is not a variance request for the Board of Adjustment. Ms. Carr explained a personal example of public notification she experienced in Michigan. She stated to the Commission that when things do not feel comfortable, they had every right to postpone. She stated that no one asked for the Board of Adjustment and only for a landscape plan. Ms. Carr noted that this particular case was for the convenience of Crown Center, and Crown Center owed it to inform the neighboring property owners, and the City should take additional consideration. The Plan Commission should have postponed their decision as this appears to be a taking of Mr. Wald's property. Ms. Carr stated that Ms. Riganti was correct in assuring the law and discretion was considered in this case, but The Commission did not ask for the missing facts to be provided. Ms. Carr further noted that she takes Plan Commission's recommendation seriously.

## **8. Reports**

### **8.a. Code Review Committee Report – None**

### **8.b. Comprehensive Plan Committee Report**

Ms. Riganti stated that staff will meet with Ms. Moran for guidance and suggestions for a process to continue, and to resume bi-weekly or monthly progress updates.

### **8.c. Council Liaison Report - None**

### **8.d. Department Report**

Ms. Riganti announced that Mr. Lai has accepted a position in Decatur, Illinois, and his last day as Deputy Director of Community Development for University City will be September 8, 2017. She thanked him on behalf of the City for his dedication and hard work. Mr. Lai thanked the Commission members, both present and past, and stated that he appreciated the opportunity to work during the past six and a-half years for University City.

## **9. Adjournment**

The meeting adjourned at 8:50 pm.

## **Proposition P Revenue**

Council Discussion, City Manager Action Items and Directives

Submitted by Steve McMahon, Second Michael Glickert

### **Subject Overview**

The City will receive revenue from Proposition P. Proposition P imposed a one-half of one percent sales tax for the purpose of providing funds to improve police and public safety in St. Louis County and each of the municipalities within St. Louis County.

The sales tax is projected to raise \$34 million would be distributed among according to population size. It is estimated that University City may receive \$800,000- \$1,700,000 in revenue

### **Objectives**

The purpose of this document is to start the discussion among Council and the public, provide directives to the City Manager as to the how such revenue will be utilized and create best practices as to how to ensure accountability and transparency to ensure public trust in the allocation of such funds for public safety.

### **Action Items**

1. Facilitate public input as to allocation of revenue with a town hall meeting;
2. Determine the general categories to which such revenue may be allocated;
3. Determine a process for identifying public safety needs to be addressed;
4. Explore establishing an advisory board/commission consisting of city representatives involved in public safety (Police, Fire, Public Works), residents and Council liaison to advise Council identifying needs and allocating funds; and
5. Establish accounting practices to track the allocation of such funds to ensure public confidence in the use of such funds for public safety.

### **Council Directive(s) of City Manager**

Council is directing the City Manager work with his staff to identify public safety needs to which Proposition P revenue could be allocated and to work with staff to develop accounting practices related to the allocation of such revenue. Council will determine whether the establishment of an advisory commission/board to advise council on allocation of funds to obtain public input as to the allocation of such funds is desirable.

