



**Plan Commission**

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

Roll Call MEETING OF THE PLAN COMMISSION  
**VIA VIDEOCONFERENCE**  
**Thursday, August 26, 2021**  
**6:00 p.m.**

**IMPORTANT NOTICE REGARDING**  
**PUBLIC ACCESS TO THE PLAN COMMISSION MEETING & PARTICIPATION**

**Plan Commission will Meet Electronically on August 26, 2021**

On March 20, 2020, City Manager Gregory Rose declared a State of Emergency for the City of University City due to the COVID-19 Pandemic. Due to the current order restricting gatherings of people and the ongoing efforts to limit the spread of the COVID-19 virus, the August 26, 2021 meeting will be conducted via videoconference.

**Observe and/or Listen to the Meeting** (your options to join the meeting are below):

**Webinar** via the link below:

<https://us02web.zoom.us/j/81854744623?pwd=cWYza1ZkcVlzL3ExUDdWQIA4TFhGQT09>

Passcode: 582019

**Audio Only Call**

iPhone one-tap : US: +19292056099,,81854744623#,,,,\*582019# or +13017158592,,81854744623#

US: +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free)

Webinar ID: 818 5474 4623

**Citizen Participation**

Those who wish to provide a comment during the “Public Comment” and/or “Public Hearing” portions of the agenda: may provide written comments or request video participation invites to the Director of Planning & Development ahead of the meeting. Please specify which case and portion of the agenda you wish to comment.

ALL written comments or video participation invites must be received **no later than 12:00 p.m. the day of the meeting.** Comments may be sent via email to: [ccross@ucitymo.org](mailto:ccross@ucitymo.org) or mailed to the City Hall – 6801 Delmar Blvd. – Attention Clifford Cross, Director of Planning & Development. Such comments will be provided to the Plan Commission prior to the meeting. Comments will be made a part of the official record and made accessible to the public online following the meeting.

Please note, when submitting your comments or invites, a **name and address must be provided.** Please also note if your comment is on an agenda or non-agenda item, and a name and address are not provided, the provided comment will not be recorded in the official record.

The City apologizes for any inconvenience the meeting format change may pose to individuals, but it is extremely important that extra measures be taken to protect employees, residents board/commission members and elected officials during these challenging times.

# AGENDA

## PLAN COMMISSION

1. Roll Call
2. Approval of Minutes – July 28, 2021
3. Public Comments – (Limited to 3 minutes for individual’s comments, 5 minutes for representatives of groups or organizations.)
4. Old Business
  - a. None
5. New Business
  - a. **Conditional Use Permit – PC 21-15**  
**PUBLIC HEARING**  
**Applicant:** Quick Trip Corporation  
**Request:** Approval of a Conditional Use Permit For the Establishment and Operation of a Convenience Store / Gas Station at the property commonly known as 7579 Olive Boulevard.  
**Address:** 7579 Olive  
**(VOTE REQUIRED)**
6. Other Business
  - a. Sub-Committee Assignments
  - b. Appointments Due to Vacancy
7. Reports
  - a. Council Liaison Report
8. Adjournment



**Department of Planning and Development**

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

## PLAN COMMISSION MEETING

Via Video Conference  
6:30 pm; Wednesday, July 28, 2021

The Plan Commission held a regularly scheduled meeting via video conference on Wednesday July 28, 2021. The meeting commenced at 6:32 pm and concluded at approximately 7:14 pm.

### 1. Roll Call

**Present**

Margaret Holly  
Charles Gascon  
Ellen Hartz  
Al Fleischer Jr.  
Victoria Gonzalez

**Absent**

Patricia McQueen  
Mark Harvey

**Staff Present**

Clifford Cross, Director of Planning and Development

2. **Call to Order** – (6:32 pm.) Chairwoman Holly called the meeting to order.

3. **Approval of Minutes** – June 23, 2021 – The minutes were approved allowing for minor corrections changes at 6:34 pm.

### 4. Public Comments

There were no public comments for non-agenda items from the public

### 5. Old Business

- a. None

### 6. New Business

- a. **Major Subdivision – Preliminary / Final Plat - PC 21-13**  
Applicant: One Family Church – Noted as Tivoli Building, L.L.C  
Request: Approval of a Major Subdivision For a Condominium Conversion  
Address: 6350 Delmar Boulevard  
(VOTE REQUIRED)

Consideration of the proposed request began at approximately 6:35 pm. Mr. Cross briefly introduced the request and clarified the applicant was Tivoli Building, L.L.C. Mr. Cross indicated this action pertained to the previously approved conditional use permit

and was part of the formal process to remain consistent with the code. At approximately 6:43 pm. Commissioner Gascon made a motion to recommend approval of the Final plat contingent upon staff's recommendation. The motion passed by a 5-0 vote.

b. **Major Subdivision – Preliminary/Final Plat – PC 21-14**

**Applicant:** Fischer & Frichtel

**Request:** Approval of a Final Plat

**Address:** 801 Swarthmore

*(VOTE REQUIRED)*

Consideration of the proposed major subdivision began at approximately 6:44 pm. Mr. Cross explained this was the formal process of consolidating the lots as part of the formal process to remain consistent with the code. He indicated the applicant was making this request to consolidate 3 tracts into 1 tract. At approximately 6:50 pm. Commissioner Fleischer Jr. made a motion to recommend approval of the Major Subdivision – Final Plat contingent upon staff's recommendation. The motion passed by a 5-0 vote.

**7. Other Business**

Mr. Cross updated the Commission on the need to work on future amendments that would need to be considered. He indicated that he would be working with the subcommittees on updates and proposals. He also updated the Commission on the status of the Comprehensive Plan and that the visioning process would begin soon and future updates would be provided. The discussion pertaining to other business concluded at approximately 6:59 pm.

**8. Reports**

There was no Council Liaison Report.

There were no general reports but general discussion pertaining to future meeting formats and appointments. Mr. Cross indicated that the subcommittees would need to be created pertaining to code updates. He also clarified that meetings would most likely continue to be conducted via zoom due to the increase in Covid cases. He indicated he would provide updates to Commission. Various Commission members expressed their support of the proposed continued zoom format.

**9. Adjournment**

Chairwoman Holly adjourned the meeting at approximately 7:14 pm.



## Department of Planning and Development

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

### STAFF REPORT

MEETING DATE: August 26, 2021  
FILE NUMBER: PC 21-15  
COUNCIL DISTRICT: 3  
Location: 7579 Olive Boulevard  
Applicant: Quick Trip Corporation  
Property Owner: The City of University City  
Request: Convenience Store / Gas Station

#### COMPREHENSIVE PLAN CONFORMANCE

Yes     No     No reference

#### STAFF RECOMMENDATION

Approval     Approval with Conditions in Attachment A     Denial

#### ATTACHMENTS:

A. Application Packet

Existing Zoning: GC – General Commercial  
Existing Land Use: Vacant  
Proposed Zoning: No change – “GC” District  
Proposed Land Use: No change – Commercial

#### Surrounding Zoning and Current Land Use:

North: GC & SFR: Single-Family Residential,  
(Single-Family & Commercial - FLU)  
East: GC: Commercial, (Commercial- FLU)  
South: GC: Commercial (Institution - FLU)  
(Commercial & Mixed-Use/TOD Development – FLU)  
West: GC: Commercial/Office,  
(Commercial & Mixed-Use/TOD Development – FLU)

*(TOD = Transit Oriented Development)*

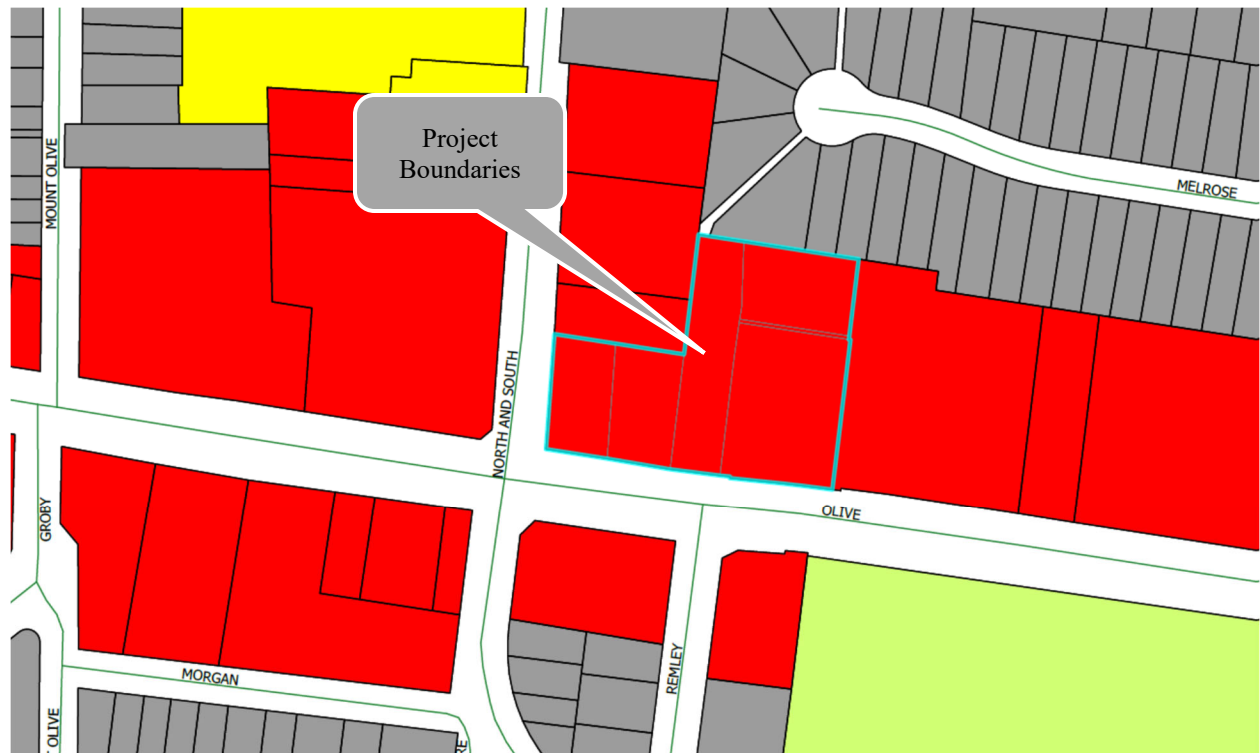
### Existing Property

The various lots associated with the proposed development consists of 6 vacant lots on an approximate 2.02-acre site. Surrounding zoning includes Commercial and Single-Family Residential.

### Parcel Location



### Surrounding Zoning

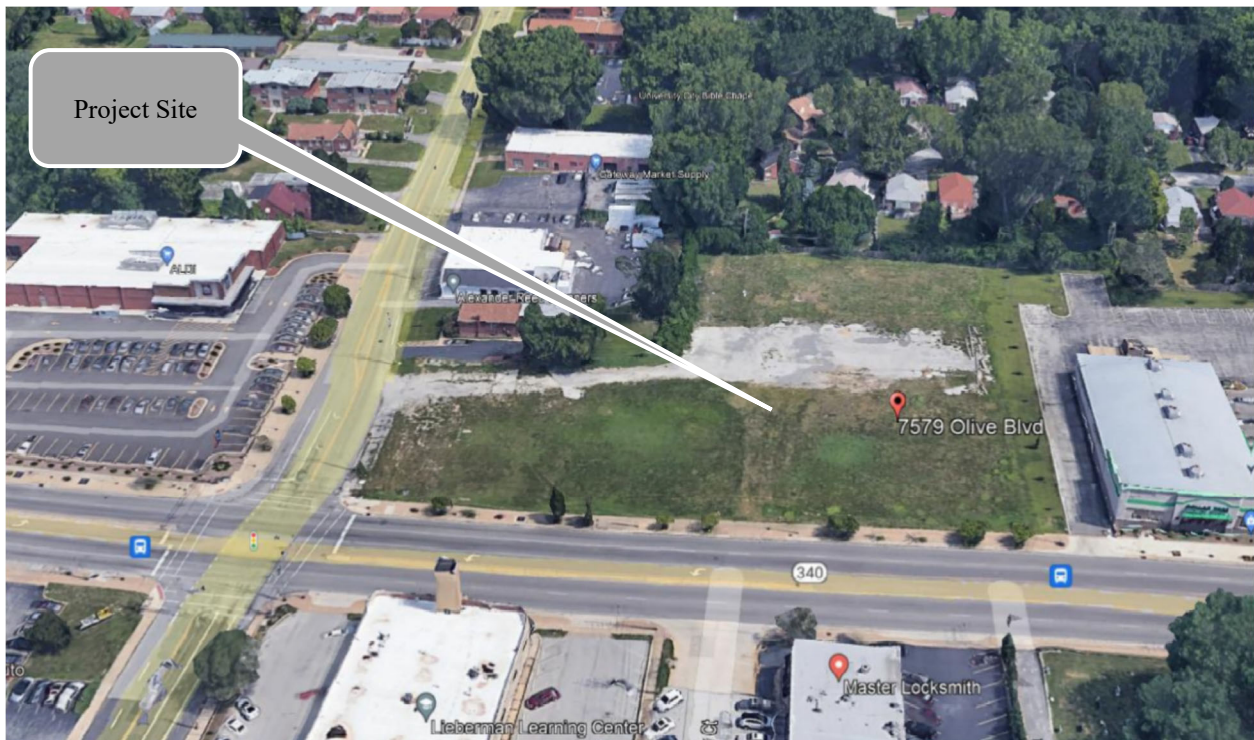




## Aerial Overhead



## Aerial Angle



## **Applicant's Request**

The applicant is requesting a Conditional Use Permit for a "Convenience Store / Gas Station Facility". The proposed development consists of an approximate 4993 square foot building, with 6 fueling stations containing 12 pumps and 47 on-site parking spaces. Both Convenience Stores and Gas Stations are listed as requiring a Conditional Use Permit in accordance to section 400.510 of the Code. As a result, the combination of the proposed use is similar in nature to both defined uses meeting the intent of the district's uses and therefore determined to be eligible for approval via the Conditional Use Permit process.

## **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.

## **Other Processes**

Traffic Commission - The review criteria for a C.U.P. includes the impact of projected vehicular traffic volumes and site access with regard to the surrounding traffic flow, pedestrian safety, and accessibility of emergency vehicles and equipment. In its capacity as an advisory commission on traffic related matters as per Section 120.420 of the Municipal Code, the Traffic Commission may be concerned with the parking and traffic impact of the project. It is staff's understanding traffic patterns have been analyzed and there are no concerns with increased traffic flows resulting from the development.

## **Analysis**

The potential "Convenience Store / Gas Station" use would appear to have minimal impact on the surrounding neighborhood and uses based upon the surrounding commercial uses to the east, west and south of the property. Furthermore, surrounding residential uses to the north will be buffered and not impacted by traffic entering the project site. As a result, the proposed developments impact is consistent with the trend of development because of the existing uses surrounding the site and its service-oriented nature to existing traffic patterns along Olive Boulevard.

In evaluating the parking requirements section 400.2140 (Schedule of Off-Street Parking Requirements) requires the number of parking spaces, for gasoline stations that provide additional retail services, to be similar to convenience stores. Furthermore, convenience stores parking schedule requirements are deferred to those requirements associated with grocery stores. As a result, the required number of parking spaces are based upon a 1 space per 200 square foot requirement for the retail portion of the proposed use. Based upon the approximate 4,993 square foot retail portion the required number of parking spaces is 25. The applicant is proposing 47 on-site parking spaces that exceeds the total number of required spaces by approximately 47%.



Public Works & Parks: NA

Fire Department: NA

Police Department: NA

### **Public Involvement**

A public hearing at a regular Planning 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 185 feet of the subject property. Staff also provided courtesy notices to all additional property owners within 500 feet of the proposed project boundaries.

### **Review Criteria**

When evaluating a Conditional Use Permit the applicant is required to ensure that the following criteria is being met in accordance to the provisions set forth in Section 400.2710 of the Zoning Code. The Criteria is as follows;

1. The proposed use complies with the standards of this Chapter, including performance standards, and the standards for motor vehicle-oriented businesses, if applicable, as contained in Section **400.2730** of this Article;
2. The impact of projected vehicular traffic volumes and site access is not detrimental with regard to the surrounding traffic flow, pedestrian safety, and accessibility of emergency vehicles and equipment;
3. The proposed use will not cause undue impacts on the provision of public services such as police and fire protection, schools, and parks;
4. Adequate utility, drainage and other such necessary facilities have been or will be provided;
5. The proposed use is compatible with the surrounding area;
6. The proposed use will not adversely impact designated historic landmarks or districts; and
7. Where a proposed use has the potential for adverse impacts, sufficient measures have been or will be taken by the applicant that would negate, or reduce to an acceptable level, such potentially adverse impacts. Such measures may include, but not necessarily be limited to:
  - a. Improvements to public streets, such as provision of turning lanes, traffic control islands, traffic control devices, etc.;
  - b. Limiting vehicular access so as to avoid conflicting turning movements to/from the site and access points of adjacent properties, and to avoid an increase in vehicular traffic in nearby residential areas;

- c. Provision of cross-access agreement(s) and paved connections between the applicant's property and adjacent property(ies) which would help mitigate traffic on adjacent streets;
- d. Provision of additional screening and landscape buffers, above and beyond the minimum requirements of this Chapter;
- e. Strategically locating accessory facilities, such as trash storage, loading areas, and drive-through facilities, so as to limit potentially adverse impacts on adjacent properties while maintaining appropriate access to such facilities and without impeding internal traffic circulation;
- f. Limiting hours of operation of the use or certain operational activities of the use (e.g., deliveries); and
- g. Any other site or building design techniques which would further enhance neighborhood compatibility.

#### **Findings of Fact (Section 400.2720)**

The Plan Commission shall not recommend approval of a conditional use permit unless it shall, in each specific case, make specific written findings of fact based directly upon the particular evidence presented to it supporting the conclusion that the proposed conditional use:

1. Complies with all applicable provisions of this Chapter;
2. At the specific location will contribute to and promote the community welfare or convenience;
3. Will not cause substantial injury to the value of neighboring property;
4. Is consistent with the Comprehensive Plan, neighborhood development plan (if applicable), the Olive Boulevard Design Guidelines (if applicable), and any other official planning and development policies of the City; and
5. Will provide off-street parking and loading areas in accordance with the standards contained in Article **VII** of this Chapter

#### **Staff Recommendation**

Based on the preceding considerations, staff recommends approval of the application. The proposed use is consistent with the district zoning and surrounding parcels. This use would appear to have no other negative effects on the surrounding area.



## Department of Community Development

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

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

1. Address/Location of Site/Building: 7579 Olive Blvd, University City, MO 63130
2. Zoning District (check one):  
 SR    LR    MR    HR    HRO    GC    LC    CC    IC    PA    PD
3. Applicant's Name, Corporate or DBA Name, Address and Daytime Telephone: \_\_\_\_\_  
Gwen Keen, Real Estate Project Manager, QuikTrip Corporation  
2255 Bluestone, St. Charles, MO 63303      (314) 795-4803, (636) 627-0003
4. Applicant's Interest in the Property:  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:  
City of University City  
\_\_\_\_\_  
\_\_\_\_\_
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.).  
It is our belief the plans submitted meet all of the provisions of the University City  
Zoning Code.  
\_\_\_\_\_
  - b) At the specific location will contribute to and promote the community welfare or convenience.  
Our plans have been designed with the community welfare in mind and the services  
provided at the store and fuel canopy provide a essential service of convenience to  
the citizens of University City.  
\_\_\_\_\_

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

The property is already zoned for commercial development and it's our position there is no injury to the value of the neighboring property.

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

The design and layout of the overall development has been completed with the Comprehensive Plan in mind as we looked to the neighboring properties for guidance.

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

The plans for this location provide off-street parking and a loading area in accordance with the standard contained in the University City Zoning Code.

\*\* 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.

August 4, 2021

Date

*Gwen Keen*

Gwen Keen, Real Estate Project Manager

Applicant's Signature and Title

QuikTrip Corporation

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.

QuikTrip is requesting a Conditional Use Permit in order to build a convenience store and a fuel canopy at 7579 Olive Boulevard in University City, MO.

QuikTrip Corporation is a privately held company headquartered in Tulsa, Oklahoma. Founding in 1958, QuikTrip has grown to operate over 850 stores in eleven states. With over 24,000 employees, Fortune has ranked QuikTrip on the list of Best Companies to Work For for fourteen years. QuikTrip gives back to the communities it serves, donating 5% of net profits to charitable organization. QuikTrip is a designated Safe Place for at risk women and children.

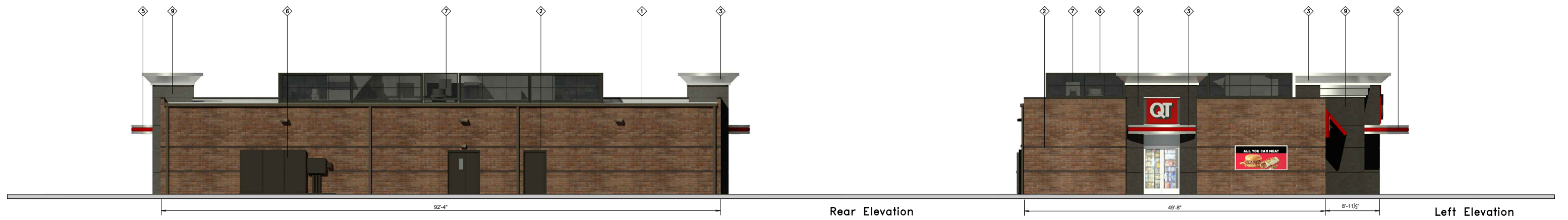
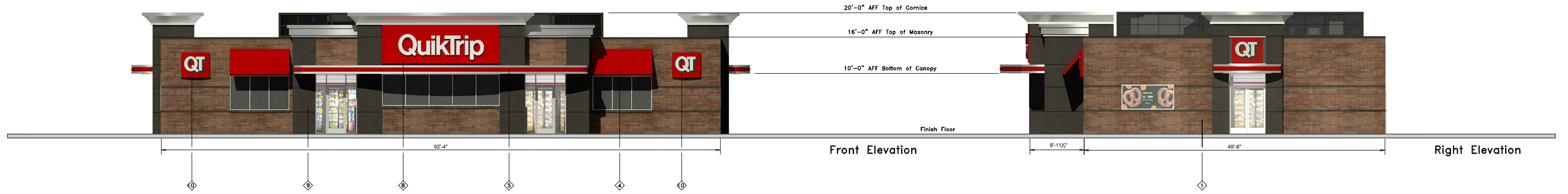
The following is a detailed description of our proposed operation:


- Location will consist of a convenience store approximately 5,000 square feet, and a fuel canopy with 6 dispensers.
- Location will operate 24 hours a day, 7 days a week.
- This location will employ 12+ employees, both full and part time schedules.
- The store will offer various food, beverage and grocery items. Food products will include pre-packaged, grab n' go and fresh prepared food on site. Beverages will include pre-packaged and fresh prepared on site. Alcohol pre-packaged products will be offered as well.
- Location will utilize a security system that monitors the site both on-site and off-site.

QuikTrip believes this is an ideal site for a new QuikTrip store location. Olive Boulevard, which is also a state highway, carries a high volume of traffic through the city. QuikTrip draws from this traffic as a convenience store is not an end destination, but a stop a consumer typically makes on the way to various other destinations such as work, school, daily errands, or social activities. It is a corner location with a lighted intersection along a commercial corridor serving the University City's residents.









**QuikTrip.**

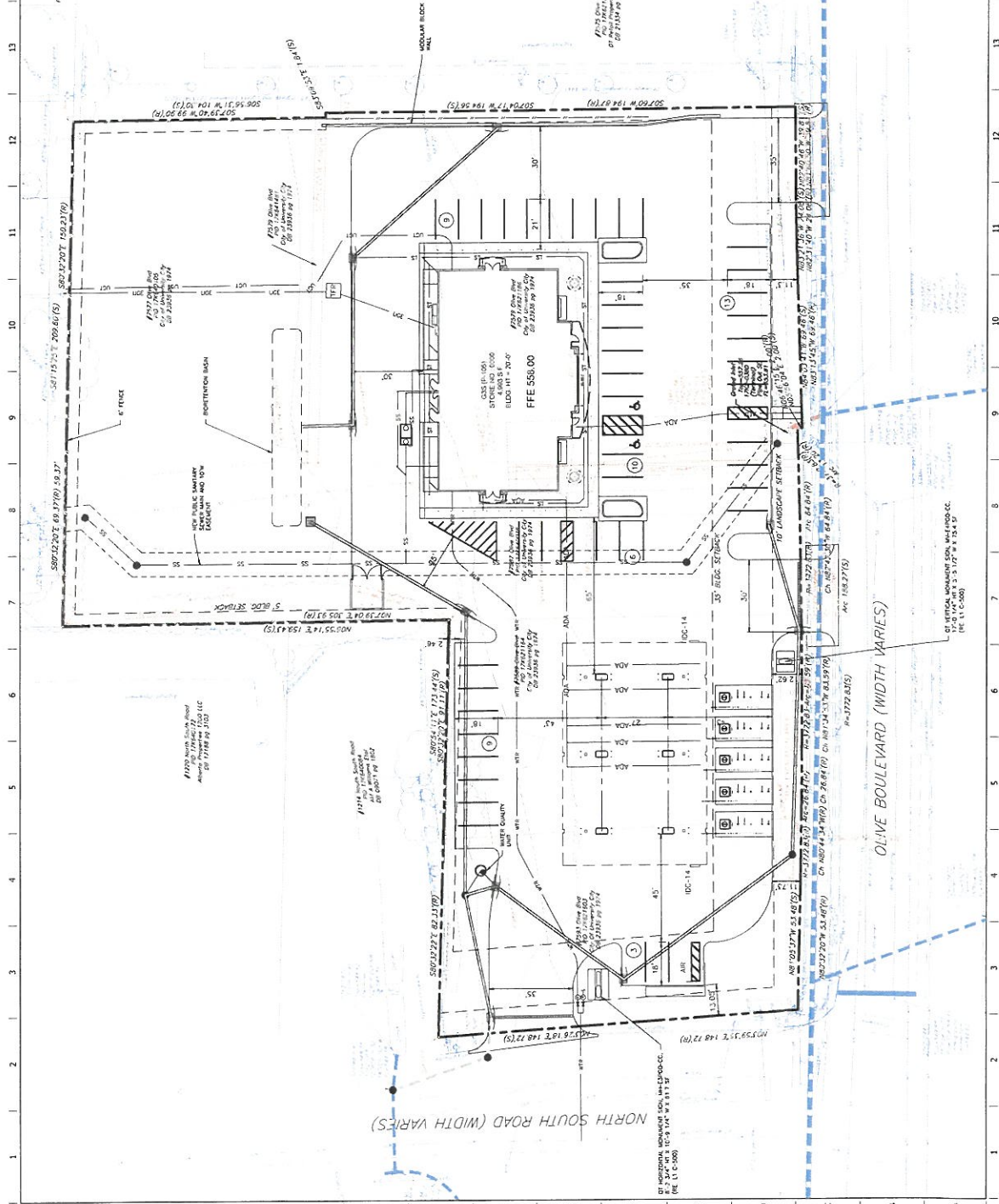
4705 South 129th East Ave.  
Tulsa, OK 74134-7008  
P.O. Box 3475  
Tulsa, OK 74101-3475  
(918) 615-7700

Store #	G3S Elevation	Address:	City, State:
Serial #	Scale: N/A	Issue Date:	Drawn By: JK
		Rev/Notes:	

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#	FINISH	MANUFACTURER	SPECIFICATION
1	BRONZESTONE	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK
2	MIDNIGHT	INTERSTATE BRICK	ATLAS STRUCTURAL BRICK
3	BRUSHED ALUMINUM	REYNOLDBOND	FASCIA
4	QT RED	SHERWIN-WILLIAMS	STANDING SEAM AWNING
5	RED POLYCARBONATE	ALLEN INDUSTRIES	ILLUMINATED BAND
6	QT BROWN	SHERWIN-WILLIAMS	METAL PAINT
7	BLACK	ALL COURT FABRICS	POLYPRO 95 MESH
8	CL-60R	ALLEN INDUSTRIES	SIGNAGE
9	GRANITE	ISTO	A190G EPS
10	IDB-20	ALLEN INDUSTRIES	ILLUMINATED SIGNAGE

PROJECT NO. 4189			ORIGINAL ISSUE DATE: DATE: _____ DESCRIPTION: _____ DRAWN BY: _____ CHECKED BY: _____ EXAMINED BY: _____ APPROVED BY: _____ PROJECT TITLE: _____ SHEET NO. 1
7533 OLIVE BLVD. UNIVERSITY CITY, MO 63130			



01. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
 R. S. 3142-003 10'-0" 14'-0" W. S. 817.5'  
 (P. 1, 1, 0-000)

02. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
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03. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
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05. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
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09. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
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10. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
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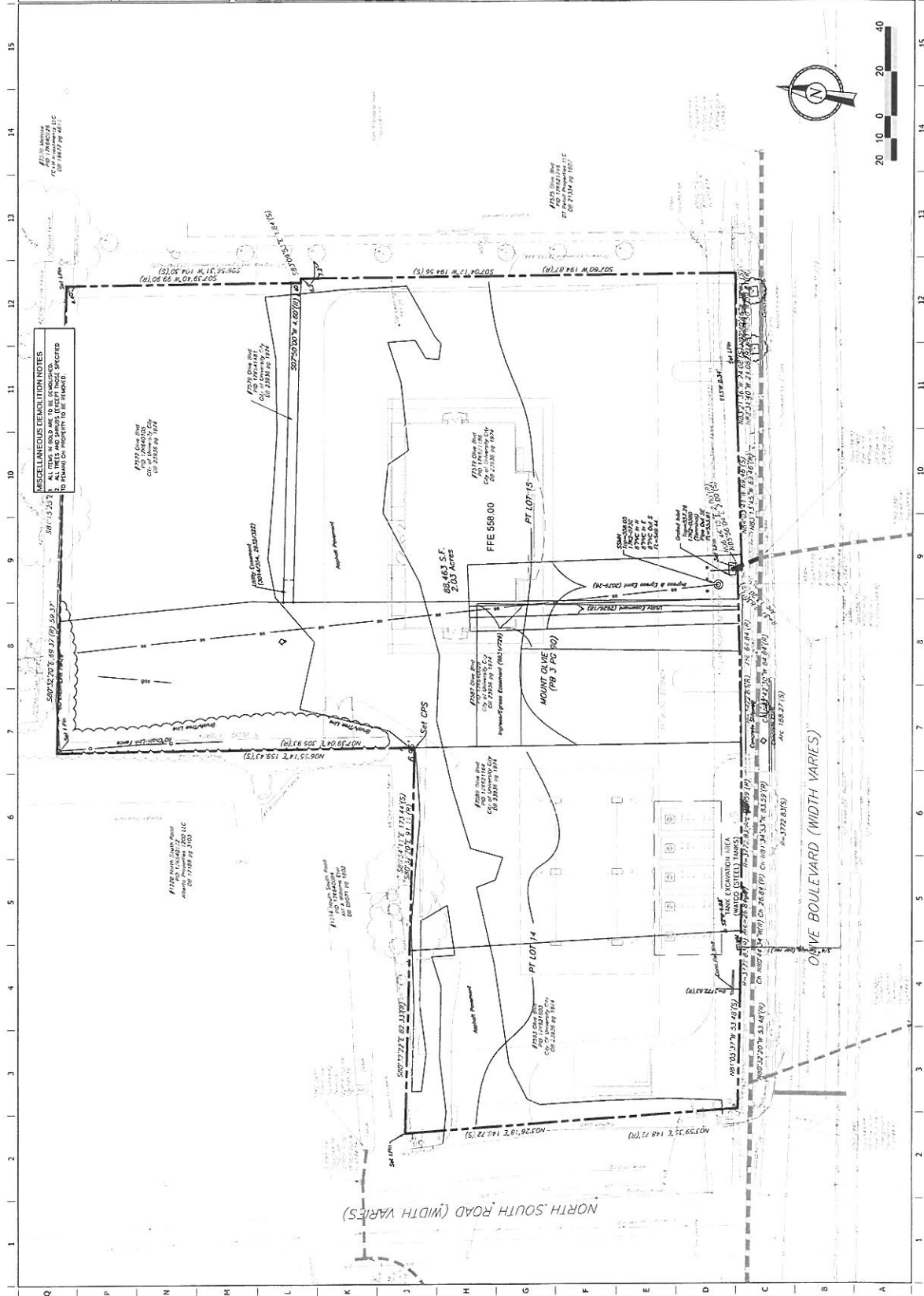
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14. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
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15. REVISIONAL, MONUMENT SURV. AND E-PROP.-CC.  
 R. S. 3142-003 10'-0" 14'-0" W. S. 817.5'  
 (P. 1, 1, 0-000)

<b>QuikTrip No. 4189</b> 7593 OLIVE BLVD. UNIVERSITY CITY, MO 63130			PREPARED BY: [ ] CHECKED BY: [ ] DATE: [ ]	ORIGINAL ISSUE DATE: [ ]
PROJECT NO. 4189				



**SITE LEGEND**  
 BOUNDARY LINE  
 CONCRETE CURB AND DITCHES  
 MOUNTABLE CURB WITH CURB PROFILES  
 PARKING SPACE INDICATOR  
 AREA LIGHT  
 MULTIPLE PRODUCT DISPLAYS  
 WITH 10'x10' COLUMNS AND  
 TRANSFORMER  
 FUEL SYSTEM ACCESS WAYWAY

