



**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  
Wednesday, December 14, 2022  
6:30 p.m.**

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

**Plan Commission will Meet Electronically on Wednesday, December 14, 2022**

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 December 14, 2022 meeting will be conducted via videoconference.

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

**Webinar**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86871219858?pwd=cXZuZFNYRE9CQzdkUFJGNW5UMnBFZz09>

Passcode: 844558

Or One tap mobile:

US: +13017158592,,86871219858#,,,,\*844558# or +13052241968,,86871219858#,,,,\*844558#

Or Telephone: Dial(for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 646 931 3860 or +1 929 205 6099 or +1 564 217 2000 or +1 669 444 9171 or +1 669 900 6833 or +1 689 278 1000 or +1 719 359 4580 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847

Webinar ID: 868 7121 9858

Passcode: 844558

International numbers available: <https://us02web.zoom.us/j/86871219858?pwd=cXZuZFNYRE9CQzdkUFJGNW5UMnBFZz09>

**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 Acting Director of Planning and 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: [jwagner@ucitymo.org](mailto:jwagner@ucitymo.org) or mailed to the City Hall – 6801 Delmar Blvd. – Attention John L. Wagner, Director of Planning and 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 – Approval of the August 24, 2022, September 28, 2022 and October 26, 2022 Plan Commission meeting minutes.
3. Public Comments – (Limited to 3 minutes for individual’s comments, 5 minutes for representatives of groups or organizations.)
4. Other Business
  - a. Comprehensive Plan Update: planning NEXT
5. Old Business
  - a. **7701 Canton Avenue** – Informal review of revised site plan
5. New Business
  - b. **Final Development Plan – FDP-05.**  
Applicant: U-City, LLC  
Request: Approval of a Final Development Plan for Lot B, Market at Olive North, Plat 4  
Address: Lot B, Market at Olive North, Plat 4  
(VOTE REQUIRED)
  - c. **Map Amendment – REZ 22-11.**  
*PUBLIC HEARING*  
Applicant: U-City, LLC  
Request: Map Amendment to rezone 7.81 acres of land near 8601 Olive Boulevard, Phase IV of the Market at Olive development, from “PD-C” Planned Development Commercial District and “SR” Single-family Residential District to Planned Development Commercial District (PD-C), and to further consider approval of a Preliminary Site Development Plan for the proposed commercial development.  
Address: Lot C of Market at Olive North, Plat 4  
(VOTE REQUIRED)
  - d. **Conditional Use Permit – CUP 22-13 – Informal Review**  
Applicant: Washington University – St. Louis  
Request: Allow “Schools, private; including college or university-level facilities” in the University City Civic Complex Historic District on lots less than 0.45-acre in area.
  - e. **Text Amendment – TXT 22-04.**  
Applicant: City of University City  
Request: Amend §400.030 of the City’s Zoning Ordinance, Definitions, to change the definition of “Dormitory.”  
(VOTE REQUIRED)

**7. Reports**

- a. Council Liaison Report
- b. Plan Commission By-Laws
- c. Third Ward Housing Task Force Update

**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; August 24, 2022

The Plan Commission held its regular session via video conference on Wednesday, August 24, 2022. The meeting commenced at 6:31 pm and concluded at approximately 8:45 p.m.

**Call to Order – (6:31 pm.)** Chairwoman Holly called the meeting to order.

### 1. Roll Call

#### **Present**

Margaret Holly  
Mark Harvey  
Al Fleischer Jr.  
Ellen Hartz  
Patricia McQueen  
Charles Gascon

#### **Absent**

Victoria Gonzalez

#### **Staff Present**

John Wagner, Director of Planning and Development  
John Mulligan, City Attorney  
Jeff Hales City Council Liaison

### 2. Reports.

Council Liaison Report – Councilmember Hales updated the Commission on meetings with FEMA and the clean-up effort and commended the City Staff on the response to the July flood.

### 3. Approval of Minutes

Minutes from the July 27, 2022 Plan Commission meetings were approved, with minor corrections. Minutes were amended to reflect Mr. Gacon's comments. Mr. Gascon wanted it to be on the record that he was not recommending this abatement and was not in favor of it because the city had not given the Plan Commission enough information.

Mr. Harvey moved that the minutes be approved as amended.  
Motion passed unanimously.

### 4. Old Business – None



## 5. New Business

- a. Consolidation Plat – SUB 22-09.  
Applicant: 170 and Olive Holdco, LLC  
Request: Approval of Lot Consolidation Plat for Lots 6 and 7 of Phase II.  
Address: 8630 Olive Boulevard  
(VOTE REQUIRED)

Chair Holly introduced the agenda item and Dr. Wagner provided a summary of the Staff Report and the City's position.

Caroline Saunders was present, representing Market at Olive. She explained why the lot consolidation was necessary.

Ms. Holly asked if there were further questions. She asked for a motion to approve the consolidation. Mr. Fleischer so moved. Ms. Holly called for a vote.

The motion passed unanimously.

- b. Record Plat and Right-of-Way Dedication Plat – SUB 22-10.  
Applicant: U-City, LLC  
Request: Approval of a Record Plat and Right-of-Way Dedication Plat for Phase IV  
Address: Northwest corner of the intersection of Olive Boulevard and Woodson Road.  
(VOTE REQUIRED)

Chair Holly introduced the agenda item and Dr. Wagner provided a summary of the Staff Report and the City's position.

Mr. Mulligan asked, and Dr. Wagner confirmed, that a revised plat was sent earlier that day to replace the one in the packet.

Caroline Saunders and George Stock, representing Market at Olive, were available for questions.

There was a brief discussion regarding timing of the plat, the use of eminent domain to acquire the properties and the potential widening of Woodson Road.

Ms. Holly asked for a motion to approve the plat consolidation. Ms. McQueen so moved. Ms. Holly asked if there were questions. Ms. Holly called for a vote. The motion was approved unanimously.

- c. Right-of-Way Dedication Plat – SUB 22-11.  
Applicant: University Heights Subdivision  
Request: Approval of Right-of-Way Dedication Plat  
Address: Trinity Avenue, adjacent to City Hall  
(VOTE REQUIRED)

Chair Holly introduced the agenda item and Dr. Wagner provided a summary of the Staff Report and the City's position.

Myra Vandersall spoke in favor of the dedication.

Discussion ensued.

Ms. Holly asked for a motion to approve the dedication. Mr. Fleischer so moved. Ms. Holly called for a vote. The motion was passed with two abstentions.

d. Conditional Use Permit – CUP 22-07.

*PUBLIC HEARING*

Applicant: Bougie Bites STL, LLC

Request: to allow a food truck to operate temporarily at 7001 Olive Boulevard in the "GC" General Commercial District.

Address: 7001 Olive Boulevard

*(VOTE REQUIRED)*

Chair Holly introduced the agenda item and Dr. Wagner provided a summary of the Staff Report and the City's position.

Latoya Thompson was present and answered questions during the discussion.

Mr. Mulligan presented a history of food trucks in University City.

Ms. Holly opened the public hearing.

Alison Carson spoke in full support of Ms. Thompson's CUP.

Ms. Holly asked for a motion to approve the CUP. Ms. Hartz so moved.

Discussion occurred, with the following conditions added:

- (1) 12 AM (midnight) closing time for the food truck.
- (2) The food truck shall be parked so as not to interfere with construction and shall maintain two (2) customer parking spaces.
- (3) The CUP on the property would be valid for one year with a potential of a six-month extension from city staff. It will be valid from the date of planning commission approval.
- (4) Under no circumstances will the food truck operate on the site after the restaurant opens.

A motion was made by Mr. Harvey to amend the motion on the floor with addition of the three conditions mentioned above.

Ms. Holly called for a vote. It passed unanimously.

Ms. Holly asked for a motion to approve the CUP with the amended conditions. She then asked for discussion. There was a lengthy discussion. Miss Holly asked for a vote to approve the CUP. The motion passed with 5 in favor and 1 opposed.

**6. Other Business.**

None

## **7. Reports**

1. Comprehensive Plan Update. The comprehensive plan steering committee is set to have a September kickoff meeting with the consultants on Tuesday, September 13. Ms. McQueen mentioned that the third Ward task force is beginning to meet the third Monday of the month in person beginning September 19. They plan to hire a consultant.
2. Election of officers. Ms. Holly was nominated to be chair; Ms. McQueen was nominated to be vice chair and Ms. Hartz was nominated to be the alternate. Vote was taken and these officers were unanimously approved.
3. Mr. Harvey commended the sanitation staff and FEMA for the cleanup after the flood. He said it was miles ahead of what happened after the flood of 2008.

## **8. Adjournment.**

Chairwoman Holly adjourned the meeting at 8:45 pm.

DRAFT



## 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; September 28, 2022

The Plan Commission held its regular session via video conference on Wednesday, September 28, 2022. The meeting commenced at 6:32 pm and concluded at approximately 9:27 p.m.

Call to Order – (6:32 pm.) Acting Chairwoman McQueen called the meeting to order.

## 1. Roll Call

### Present

Al Fleischer Jr.  
Ellen Hartz  
Patricia McQueen  
Charles Gascon

### Absent

Victoria Gonzalez  
Margaret Holly  
Mark Harvey

### Staff Present

John Wagner, Director of Planning and Development  
John Mulligan, City Attorney  
Jeff Hales City Council Liaison

## 2. Approval of Minutes

None – approval of August and September meeting minutes will be approved at a later meeting.

Commissioner Gascon moved that the agenda items be re-ordered. b. moved to after e. Ms. McQueen asked for a vote on the motion. Motion passed unanimously. 4-0. Motion approved.

## 3. Public Comments – (Limited to 3 minutes for individual's comments, 5 minutes for representatives of groups or organizations.) There were no comments from the public.

## 4. Old Business – None

## 5. New Business

- a. Text Amendment – TXT 22-03.  
Applicant: City of University City  
Request: Add “Schools, private; including college or university-level facilities, provided that such buildings shall be located upon sites containing 0.45 or more acres when located in the University City Civic Complex Historic District.” to list of Conditional Uses in the “PA” Public Activity District, §400.690 of the City’s Zoning Ordinance.  
(VOTE REQUIRED)

Dr. Wagner provided a summary of the Staff Report and the City’s position.

Two representatives of Washington University were present for comments and questions, as was Stacey Wehe representing Washington University.

Ms. Wehe provided a short presentation to the Commission.

Commissioner Gascon asked several questions.

Dr. Wagner reported that this proposal went before the code review committee on September 12<sup>th</sup> and passed 4 – 0.

A discussion ensued.

Commissioner Gascon thought the text amendment was too narrow in scope.

Motion:

Amend §400.690 of the City’s Zoning Ordinance A(12) to read:

“Schools, private; including college or university-level facilities.” (the remainder of the existing part is deleted: “~~provided that such buildings shall be located upon sites containing two and one-half (2½) or more acres.~~”

Amend Section §400.700 of the City’s Zoning Ordinance to read:

Density and Dimensional Regulations.

A. Minimum Lot Size.

1. Permitted and conditional uses. Lot area and lot dimensions shall be adequate to provide the minimum setbacks required by this Section and required parking, as established under Article VII "Off-Street Parking and Loading Requirements", but in no instance shall a lot be less than two (2) acres in area, except as provided for in paragraph (2) below, provided that in the University City Civic Complex Historic District, in no instance shall a lot be less than 0.45-acre in area.

Commissioner Gascon moved as stated by Mr. Mulligan.

Measure passed unanimously. 4 – 0 motion. Motion approved.

b. Conditional Use Permit – CUP 22-08.

*PUBLIC HEARING*

Applicant: Wallis Companies, dba Wallis Petroleum, LC

Request: to allow a gasoline station and convenience store at 7360 Forsyth Boulevard in the “GC” General Commercial District

Address: 7360 Forsyth Boulevard

*(VOTE REQUIRED)*

Acting Chairwoman McQueen outlined the C.U.P review criteria, §400.2710.

Dr. Wagner provided a summary of the Staff Report and the City’s position.

Kevin Kamp of Civil and environmental Consultants was present on behalf of the applicant. Discussion occurred. Mark Jordan from Wallis Company provided additional details regarding the application.

Discussion ensued.

Public hearing opened. Ms. Tracy Whelpley asked two questions regarding the site’s operating hours and whether a traffic study was done. The public hearing closed at 7:53 pm.

Commissioner McQueen asked Dr. Wagner if this sets any precedents. The response was ‘no’.

Additional discussion followed.

Commissioner Gascon asked about lighting, signage and hours. Any changes to signage size should come back to the Commission.

Commissioner Gascon moved to approve the CUP with the conditions noted in the Staff Report, with the addition that signage other than what is in the application should come back to the Plan Commission for approval.

Motion passed unanimously, 4 – 0. Motion approved.

c. Conditional Use Permit – CUP 22-09.

*PUBLIC HEARING*

Applicant: 170 and Olive Holdco, LLC

Request: to allow a reduction of up to 20% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 9 of the Market at Olive, Plat 2, in the “PD-C” Planned Commercial District

Address: Lot 9 of the Market at Olive, Plat 2

*(VOTE REQUIRED)*

Dr. Wagner provided a summary of the Staff Report and the City’s position.

Caroline Saunders and David Hutkin presented their report on behalf of the Applicant.

8:16 pm Public hearing opened. No speakers. Closed at 8:17.

Commissioner McQueen asked for a motion to approve the CUP reduction of 10.75% or 10 spaces. Commissioner Gascon so moved.

Discussion ensued. Motion passed unanimously, 4 – 0.

d. Conditional Use Permit – CUP 22-10.

*PUBLIC HEARING*

Applicant: 170 and Olive Holdco, LLC

Request: to allow a reduction of up to 20% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot 10 of the Market at Olive, Plat 2, in the “PD-C” Planned Commercial District

Address: Lot 10 of the Market at Olive, Plat 2

*(VOTE REQUIRED)*

Dr. Wagner provided a summary of the Staff Report and the City’s position.

8:31 opened public hearing. No speakers. Closed at 8:32 pm.

Commissioner McQueen asked Dr. Wagner if this sets a precedent. He stated that it does not.

Caroline Saunders spoke for the developer.

Discussion ensued.

Commissioner McQueen asked for a motion to approve the CUP reduction of 12.77% or 6 spaces. Commissioner Gascon so moved. Motion passed unanimously, 4 – 0.

e. Final Development Plan – FDP 22-03.

Applicant: 170 and Olive Holdco, LLC

Request: Approval of a Final Development Plan for the Market at Olive, Phase Two Development.

Address: 8630 Olive Boulevard

*(VOTE REQUIRED)*

Dr. Wagner provided a summary of the Staff Report and the City’s position.

Caroline Sanders spoke for the developer.

Commissioner McQueen asked for a motion to approve the FDP.

Commissioner Fleischer so moved.

Commissioner Hartz proposed an Amendment: Landscape plan must be approved by Director of Planning and Development. Passed 4 – 0 Unanimously. Amendment approved.

Commissioner McQueen called for a vote on the motion. Motion passed with the Staff Report conditions, with the Landscape Plan amendment included. Passed unanimously, 4 – 0.

f. Map Amendment – REZ 22-07.

**PUBLIC HEARING**

Applicant: U-City, LLC

Request: to rezone 2.28 acres of land from Planned Development Commercial District (PD-C), General Commercial District (GC) and Single-family Residential District (SR), to Planned Development Commercial District (PD-C) and to further consider approval of a Preliminary Site Development Plan and Final Site Development Plan for the proposed commercial development.

Address: Lot A and Common Ground, Market at Olive North  
(VOTE REQUIRED)

Dr. Wagner provided a summary of the Staff Report and the City's position.

George Stock presented a short power point on behalf of the Applicant.

Public hearing opened at 9:06 pm. Justin Lurk. Representative of Chick-fil-A spoke in favor of the application. Hearing closed at 9:07 pm.

Commissioner McQueen asked for a motion to approve REZ 22-07 plan development commercial district. Gascon so moved. Vote passed unanimously. 4 – 0. Motion approved.

Motion to approve the preliminary site development plan. Mr. Gascon asked about the drive-through. (*The Final Development Plan was not considered this evening at the request of the Applicant.*)

Commissioner McQueen asked for a motion to approve the Planned Development Commercial District (PD-C). Mr. Gascon so moved.

Vote was requested. Passed unanimously, 4 – 0.

6. Other Business.

None

7. Reports.

None

8. Adjournment.

Acting Chairwoman McQueen adjourned the meeting at 9:27 pm





**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, October 26, 2022

The Plan Commission held its regular session via video conference on Wednesday, October 26, 2022. The meeting commenced at 6:31 pm and concluded at approximately 9:28 p.m.

**Call to Order** – (6:31 pm.) Chairwoman Holly called the meeting to order.

### 1. Roll Call

#### **Present**

Al Fleischer Jr.  
Victoria Gonzalez  
Mark Harvey  
Ellen Hartz  
Margaret Holly  
Patricia McQueen  
Charles Gascon (*joined at 6:37 p.m.*)

#### **Absent**

None

#### **Staff Present**

John Wagner, Director of Planning and Development  
Mary Kennedy, City Planner  
John Mulligan, City Attorney  
Jeff Hales, City Council Liaison

### 2. Approval of Minutes

Approval of the August 24, 2022 and September 28, 2022 Plan Commission meetings were postponed to the next meeting.

### 3. Public Comments

There were no public comments.

### 4. Old Business – None

### 5. New Business

#### 1. **Comprehensive Plan Update**

An update on the process and purpose of the comprehensive plan process was presented by Sarah Kelley, Planning NEXT.

#### 2. **Conditional Use Permit – CUP-22-11**

*PUBLIC HEARING*

Applicant: U. City, LLC

Request: To allow a reduction of up to 20% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance for Lot A of the Market at Olive, Plat 4, in the "PD-C" Planned Commercial District.

Address: Lot A, Market at Olive, Plat 4

(VOTE REQUIRED)

Ms. Kennedy gave the staff report.

George Stock, consulting engineer for University City, was present.

Public Hearing opened at 7:25 PM. No one spoke. Hearing was closed at 7:26 PM.

A discussion occurred. Topics covered included Alfred Avenue remaining a private drive; the inclusion of "yield to pedestrians" signage; and sidewalk striping at three locations: (1) at the intersection of the east-west access drive and Woodson Road, (2) at the pedestrian crossing from the east-west access drive into the subject property, and (3) within the subject property to designate pedestrian crossing within the parking lot.

Ms. Holly called for a motion to approve CUP-22-11 as written. Mr. Harvey so moved.

Additional discussion ensued.

Mr. Gascon moved to amend CUP-22-11 to reflect the actual reduction in parking as requested by the applicant, rather than the standard "up to 20% reduction." A vote was taken by the Plan Commission 7-0. The amendment was approved.

The approved amendment reads: "To allow a reduction of up to 8.5% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance for Lot A of the Market at Olive, Plat 4, in the "PD-C" Planned Commercial District.

Ms. Holly asked for a motion to approve CUP-22-11. The motion was approved by a vote of 7-0.

### **3. Final Development Plan – FDP-22-04**

Applicant: U. City, LLC

Request: Approval of a Final Development Plan for Lot A, Market at Olive, Plat 4

Address: Lot A, Market at Olive, Plat 4

(VOTE REQUIRED)

Ms. Holly called for a motion to approve the Final Development plan as written, with conditions.

Mr. Fleischer so moved.

Mr. Fleischer moved to amend the motion to read "Lot A and Common Ground 2". The amended motion was approved by a vote of 7-0.

A discussion ensued.

Mr. Gascon moved to amend the plan to require that the final landscape plan be reviewed and approved by the Director of Planning and Development. The amended motion was approved by a vote of 7-0.

A discussion occurred about access to the shared access drive in Common Ground 2 by delivery vehicles. Ms. Holly moved to amend the staff report to include the following condition: "Condition 6. There will be no interference by pick-up delivery, or service vehicles servicing the businesses on Lots A or B with pedestrian or vehicular traffic in the common ground." The amended conditions were approved by a vote of 5-2.

Ms. Holly asked for a motion to approve FDP-22-04. The motion was approved by a vote of 7-0.

**4. Map Amendment – REZ-22-09**

Applicant: U. City, LLC

Request: Map Amendment to rezone 1.50 acres of land near 8601 Olive Boulevard from "GC" General Commercial District and "SR" Single-Family Residential District to Planned Development Commercial District (PD-C), and to further consider approval of a Preliminary Site Development Plan for the proposed commercial development.

Address: Lot B of Market at Olive, Plat 4  
(VOTE REQUIRED)

Mr. Gascon asked if there could be a change in the order of business so that there could be a discussion about the related CUP for parking reduction first. All members of the commission agreed. (CUP-22-12, agenda item below, was then discussed prior to REZ-22-09).

Ms. Kennedy gave the staff report.

Mr. Stock was present and available for questions.

Public hearing was opened at 8:50 PM. No one spoke. The public hearing was closed at 8:51 PM.

Ms. Holly called for a motion to approve REZ-22-09. Mr. Harvey so moved.

A discussion ensued.

Ms. Holly called for a vote. The proposed Map Amendment and Preliminary Site Development Plan were approved by a vote of 7-0.

**5. Conditional Use Permit – CUP-22-12.**

*PUBLIC HEARING*

Applicant: U. City, LLC

Request: To allow for a reduction of up to 20% in the number of off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance, for Lot B of Market at Olive Plat 4, in the "PD-C" Planned Development Commercial district.

Address: Lot B, Market at Olive Plat 4

*(VOTE REQUIRED)*

Ms. Holly opened the hearing at 8:59 PM. No one spoke. She closed the hearing at 9:00 PM.

Several questions were asked and discussion ensued.

Ms. Holly asked for a motion to approve CUP-22-12. Ms. Hartz so moved.

A discussion ensued.

Mr. Gascon moved to amend CUP-22-12 to reflect the actual reduction in parking as requested by the applicant, rather than the standard "up to 20% reduction." A vote was taken by the Plan Commission 7-0. The amendment was approved.

The approved amendment reads: "To allow a reduction of up to 16.4% in the number of required off-street parking spaces, as required by Section 400.2140 of the Zoning Ordinance for Lot B of the Market at Olive, Plat 4, in the "PD-C" Planned Commercial District.

Further discussion ensued.

Ms. Holly moved to amend the CUP-22-12 to include code compliance with regard to bicycle racks. The motion was approved by a vote of 7-0.

Ms. Holly asked for a motion to approve CUP-22-12. The motion was approved by a vote of 7-0.

**6. Map Amendment – REZ-22-10.**

*PUBLIC HEARING*

Applicant: D3 Commercial Realty Group, LLC

Request: Map Amendment to rezone 7.39 acres of land from 8610 to 8660 Olive Boulevard, from "IC" Industrial Commercial District to Planned Development Commercial District (PD-C), and to further consider approval of a Preliminary Site Development Plan for the proposed commercial development.

Address: 8610 to 8660 Olive Boulevard

*(VOTE REQUIRED)*

This Map Amendment and Preliminary Site Development Plan were pulled from the agenda by the applicant.

**7. Other Business**

**i. 7701 Canton Avenue Work Session**

Staff provided an update that the work session would be held at the next Plan Commission Meeting.

**ii. November Plan Commission Meeting**

A discussion ensued regarding the date of the next Plan Commission Meeting. The Commission decided it would coordinate via email to determine the meeting date.

**8. Reports**

- i. **Council Liaison Report** – Mr. Hales expressed very strong appreciation for Dr. Wagner and his staff for the tireless work that they have done since the flood in July.
- ii. **Third Ward Housing Task Force Update.** Ms. McQueen reported that the task force has had five meetings and that they are moving forward but progress is slow.

**9. Adjournment.**

The meeting was adjourned at 9:28 PM.

DRAFT



## Department of Planning and Development

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

### MEMORANDUM

TO: Plan Commission

FROM: John Wagner, Ph.D., Director of Planning and Development

DATE: December 14, 2022

SUBJECT: REZ 22-01 ("The Preserve at Canton")

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On March 23, 2022, the Plan Commission recommended approval of a Map Amendment petition to change the zoning designation from Public Activity (PA) to Limited Residential (LR), to allow for the proposed townhome development known as "The Preserve at Canton." The proposal included 111 units and widened the right-of-way to 50' to accommodate a 30'-wide street and 10' on either side of the street for sidewalk and tree lawn.

The Applicant has further reduced the number of dwelling units to 100, provided additional renderings of the proposed townhomes, and provided additional clearance around the cellular tower.

With the reduced number of dwelling units to 100, the proposed plan is well within the density permitted in the LR district for townhomes, per Section 400.220(D):

*"The maximum allowable density is twelve (12) dwelling units per net acre. However, the allowable density may be restricted to a lesser amount as established in the conditional use permit."*

Gross acreage: 10.93

Net acreage: 9.29 (15% reduction for dedicated land for street rights-of-way)

Maximum permitted dwelling units: 111 (9.29 x 12 units per net acre).

The applicant is proposing to maintain the location of the two access points as previously presented. Please see the attached drawings—revised preliminary site plan and renderings.

#### **Staff Recommendation**

Staff is recommending that the proposal be placed on an agenda for public hearing when the applicant is ready to proceed.

Attachments:

1. Revised Preliminary Plan and Renderings.



**THE PRESERVE**  
AT CANTON





**THE PRESERVE**  
AT CANTON





**THE PRESERVE**  
AT CANTON





THE PRESERVE  
AT CANYON





**THE PRESERVE**  
AT CANTON





**THE PRESERVE**  
AT CANTON





THE PRESERVE  
AT CANTON





THE PRESERVE  
AT CANTON









**Department of Community Development**

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

**STAFF REPORT**

MEETING DATE: December 14, 2022

FILE NUMBER: FDP-22-05

COUNCIL DISTRICT: 3

Applicant: U. City, LLC  
Location: Lot B, Market at Olive (Phase IV)  
Request: Final Development Plan approval

Existing Zoning: PD-C Planned Development Commercial District

Proposed Zoning: NA

Existing Land Use: Vacant

Proposed Land Use: Retail/restaurant building with drive-thru

**Surrounding Zoning:**

North: **SR** – Single-Family Residential  
East: **PD-C** – Planned Development Commercial District  
South: **PD-C** – Planned Development Commercial District  
West: **PD-C** – Planned Development Commercial District

**Comprehensive Plan Conformance:**

Yes       No       No reference

**Staff Recommendation:**

Approval       Approval with Conditions       Denial

**Attachments:**

- A. Final Development Plan
- B. Building Elevations
- C. Landscape Plan
- D. Photometric Plan



## **Existing Property**

The subject property is referred to as Lot B in Phase IV of the Market at Olive Development. The 1.50-acre tract was recommended for Map Amendment and Preliminary Development Plan approval from GC – General Commercial and SR – Single-Family Residential to PD-C – Planned Development Commercial by the Plan Commission on October 26, 2022.

## **Applicant's Request**

The applicant is requesting that the final development plan be approved to allow for the construction of a 7,700 square foot multi-tenant retail building with drive-thru, as shown on the attached plans.

## **Analysis**

The attached plans have been modified slightly to address concerns of the Plan Commission from the Map Amendment petition. Those modifications include:

1. Detailed landscape plans are provided, which have been reviewed by staff and meet the city's landscaping requirements.
2. Detailed photometric plans are provided, which have been reviewed by staff and meet the city's lighting requirements.
3. Bicycle parking is provided and meets the city's requirements for the minimum number of spaces.
4. The applicant has demonstrated that it meets the criteria set forth in §400.780(D)(2), allowing site coverage greater than 70%.
5. Striped pedestrian crossing marks and yield signs have not yet been included at the three locations discussed at the October 26, 2022 Plan Commission meeting: (1) at the intersection of the east-west access drive and Woodson Road, (2) at the pedestrian crossing from the east-west access drive into the subject property, and (3) within the subject property to designate pedestrian crossing within the parking lot.

The proposed Final Development Plan complies with §400.870, which states that final plan shall be in substantial compliance with the approved preliminary development plan. Modifications and refinements, resulting from the final design process, may be approved. In no event shall any modification of the development plan result in the following:

6. A change in the use or character of the development;
7. An increase in building or site coverage or increase in building height;
8. An increase in the intensity of use (e.g., number of dwelling units);
9. An increase in vehicular traffic generation or significant changes in traffic access and circulation; and
10. A reduction in approved open space or required buffer areas.

---

## **Conclusion/Recommendation**

Staff has determined that the Final Development Plan for Lot B of Phase IV of the Market at Olive Development meets the requirements of Section 400.870 of the Zoning ordinance and recommends approval of the plan with the following conditions:

1. Pedestrian crossings shall be striped and yield signs provided, as described in the above report and as recommended by the Plan Commission on October 26, 2022.
2. There will be no interference by pick-up delivery or service vehicles servicing the businesses on Lots A or B with pedestrian or vehicular traffic in the common ground.

# MARKET AT OLIVE NORTH- LOT B

A TRACT OF LAND BEING LOT B OF MARKET AT OLIVE PLAT 4 RECORDED IN PLAT BOOK 370 PAGES 516-517  
UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI

## FINAL DEVELOPMENT PLAN

257 Chesterfield Business Parkway  
St. Louis, MO 63005 PH: (636) 530-9100  
530-9100 FAX: (636) 530-9100  
e-mail: general@stockassoc.com  
Web: www.stockassoc.com

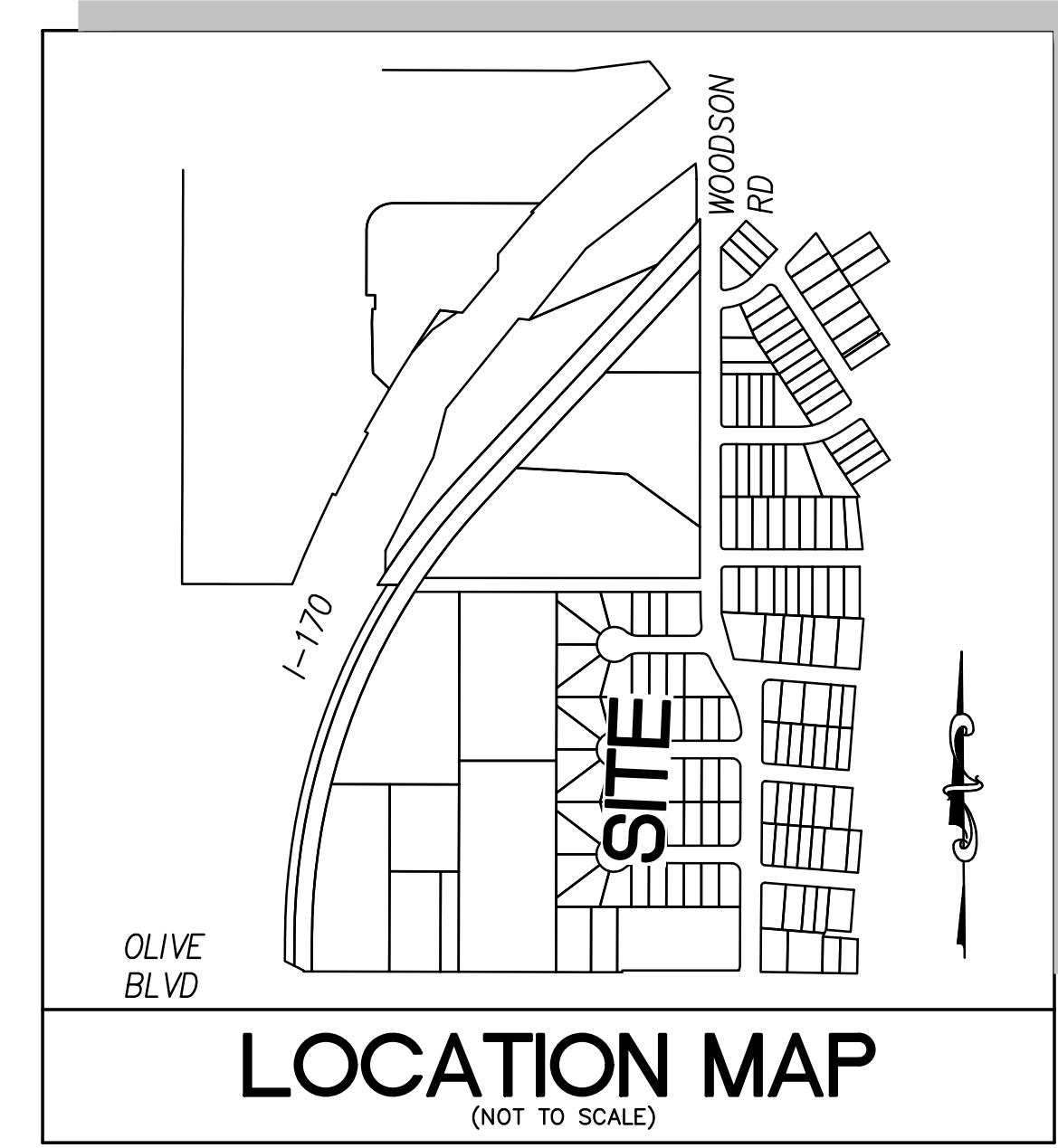
**STOCK & ASSOCIATES**  
Consulting Engineers, Inc.

PREPARED BY:

FINAL DEVELOPMENT PLAN FOR:

**MARKET AT OLIVE NORTH-  
LOT B**

UNIVERSITY CITY, MISSOURI



### SHEET INDEX

- C1.0 TITLE SHEET
- C2.0 EXISTING CONDITIONS/DEMOLITION PLAN
- C3.0 SITE PLAN
- C4.0 SITE & GRADING PLAN
- C5.0 SITE UTILITY PLAN

LEGEND	
	BENCH MARK
	FOUND IRON ROD
	FOUND IRON PIPE
	RIGHT OF WAY MARKER
	UTILITY POLE
	SUPPORT POLE
	UTILITY POLE WITH LIGHT
	LIGHT STANDARD
	ELECTRIC METER
	ELECTRIC MANHOLE
	ELECTRIC PEDESTAL
	ELECTRIC SPICE BOX
	ELECTRIC BREAKER
	GAS DRIP
	GAS METER
	GAS VALVE
	TELEPHONE MANHOLE
	TELEPHONE PEDESTAL
	TELEPHONE SPICE BOX
	CABLE TV PEDESTAL
	FIRE HYDRANT
	FIRE DEPARTMENT CONNECTION
	WATER MANHOLE
	WATER METER
	WATER VALVE
	POST INDICATOR VALVE
	CLEAN OUT
	STORM MANHOLE
	GRATED MANHOLE
	STORMWATER INLET
	GRATED STORMWATER INLET
	SANITARY MANHOLE
	TREE
	BUSH
	TRAFFIC SIGNAL
	PARKING METER
	STREET SIGN
	SPRINKLER
	MAIL BOX

ABBREVIATIONS	
C.O.	CLEANOUT
DB	DEED BOOK
E	ELECTRIC
FB	FINISH GRADE AT BOTTOM OF WALL
FL	FLOWLINE
FT	FEET
FND.	FOUND
G	GAS
M.H.	MANHOLE
N/F	NOW OR FORMERLY
PL	PLAT BOOK
PS	PAGE
P.V.C.	POLYVINYL CHLORIDE PIPE
R.B.	RADIAL BEARING
R.C.P.	REINFORCED CONCRETE PIPE
SO.	SQUARE
T	TELEPHONE CABLE
TW	TOP OF WALL
TBR	TO BE REMOVED
V.C.P.	VETRIPIED CLAY PIPE
W	WATER
(R/W)	RIGHT-OF-WAY WIDTH

### SITE COVERAGE

PROPOSED SITE COVERAGE=72.67%  
1.09 AC BUILDING/DRIVES/PARKING  
1.50 ACRES TOTAL  
1.09 AC/1.50 AC= 72.67%

### SITE INFORMATION

- OWNER = U CITY LLC
- CITY = UNIVERSITY CITY
- FIRE DISTRICT = UNIVERSITY CITY FIRE DEPARTMENT
- SEWER DISTRICT = METROPOLITAN ST. LOUIS SEWER DIST.
- WATER SERVICE = MISSOURI AMERICAN WATER
- GAS SERVICE = SPIRE ENERGY
- ELECTRIC SERVICE = AMEREN MISSOURI
- PHONE SERVICE = AT&T
- FLOOD MAPS = 29189C0211K
- EXISTING ZONING = PD-C PLANNED DEVELOPMENT COMMERCIAL
- SITE AREA = 1.50 AC (LOT B)  
11.72 ACRES (ENTIRE MARKET AT OLIVE PLAT 4)

### PARKING CALCULATIONS

BUILDING E (LOT B)	
REQUIRED PARKING:	
RESTAURANT	
1 SPACE PER 75 SQUARE FEET GROSS FLOOR AREA	
5,200 SQ FT/75=69.33 SPACES	
SPACES REQUIRED:	69 SPACES
RETAIL	
1 SPACE PER 200 SQUARE FEET GROSS FLOOR AREA	
2,500 SQ FT/200=12.5 SPACES	
SPACES REQUIRED:	13 SPACES
TOTAL	82 SPACES
(LESS 10% REDUCTION FOR TRANSIT)	(8)
TOTAL REQUIRED BY CODE:	74 SPACES
* PER CUP 22-12 REQUIRED PARKING REDUCED BY 16.2% TO 62 SPACES	
PROPOSED PARKING:	
TOTAL	62 SPACES
INCLUDING 3 ADA SPACES (1 VAN ACCESSIBLE)	

LOT B Description

A tract of land being part of Lots 1-5 of Block 1 of St. Patrick Courts, as recorded in Plat Book 48 Page 33, and part of Lots 1 and 2 of the Subdivision of CHARLES H. GIERS ESTATE, Section 4 & 5, Township 45 North, Range 6 East, according to the plat thereof recorded in Plat Book 6 on page 3 in Township 45, North, Range 6 East of the Fifth Principal Meridian, University City, St. Louis County, Missouri being more particularly described as follows:

Commencing at the southwest corner of Lot 2 of Market and Olive as recorded in Plat Book 369 Page 124, of the St. Louis County records, said point also being located on the north right-of-way line of Olive Boulevard, variable width; thence along said right-of-way line South 87 degrees 54 minutes 10 seconds East, 34.45 feet, and North 88 degree 49 minutes 30 seconds East, 6.00 feet, to the northwest corner of a tract of land to be dedicated to Missouri Department of Transportation; thence leaving said right of way line, along proposed dedication, North 88 degrees 59 minutes 09 seconds East, 233.25 feet and North 89 degrees 49 minutes 17 seconds East 2.50 feet to the POINT OF BEGINNING of the herein described tract; thence leaving said proposed dedication the following courses and distance: North 00 degrees 27 minutes 35 seconds East, 250.41 feet; South 89 degrees 59 minutes 31 seconds East, 26.24 feet; North 00 degrees 31 minutes 21 seconds East, 23.02 feet; South 89 degrees 37 minutes 36 seconds East, 198.24 feet; South 00 degrees 24 minutes 53 seconds West, 7.00 feet; thence South 47 degrees 43 minutes 16 seconds East, 14.07 feet; and South 89 degrees 23 minutes 43 seconds East, 7.00 feet, to the west line of a tract to be dedicated to St. Louis County Missouri; thence along said St. Louis County Missouri proposed dedication: South 00 degrees 01 minute 32 seconds West, 248.85 feet and South 20 degrees 51 minutes 47 seconds West, 6.40 feet, to the north line of above said dedication to Missouri Department of Transportation; thence along the north line of the Missouri Department of Transportation proposed dedication South 89 degrees 49 minutes 17 seconds West, 241.66 feet to the POINT OF BEGINNING. Containing 65,321 square feet or 1.500 acres, more or less.

257 Chesterfield Business Parkway, St. Louis, MO 63005  
636.530.9100 - Main | 636.530.9130 - Fax  
www.stockassoc.com | general@stockassoc.com

**ST. LOUIS COUNTY BENCHMARK**  
BENCHMARK#14511 N41688 Elev = 567.33  
Cut "L" on the northeast corner of the easternmost of two traffic signal control boxes situated southwest of the intersection of Olive Boulevard with McKnight Road from the south and Woodson Road from the north, roughly 51' west of centerline McKnight Road and 41' south of centerline Olive Boulevard.

GENERAL NOTES:  
1) Basis of Bearings Missouri State Plane Grid North

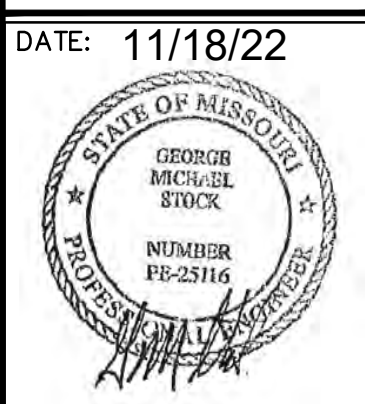


### UTILITY NOTE

UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS, RECORDS AND INFORMATION, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER OR LOCATION OF THESE FACILITIES, STRUCTURES AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319 RSMo.

STOCK AND ASSOCIATES CONSULTING ENGINEERS, INC. AND THE UNDERSIGNED ENGINEER HAVE NO RESPONSIBILITY FOR SERVICES PROVIDED BY OTHERS TO IMPLEMENT THE IMPROVEMENTS SHOWN ON THIS PLAN AND ALL OTHER DRAWINGS WHERE THE UNDERSIGNED ENGINEER'S SEAL APPEARS. THE CONSTRUCTION MEANS AND METHODS ARE THE SOLE RESPONSIBILITY OF THE OWNER AND CONTRACTOR. STOCK AND ASSOCIATES CONSULTING ENGINEERS, INC. HAS NO RESPONSIBILITY TO VERIFY FINAL IMPROVEMENTS AS SHOWN ON THIS PLAN UNLESS SPECIFICALLY ENGAGED AND AUTHORIZED TO DO SO BY THE OWNER OR CONTRACTOR.

PREPARED FOR:  
SENECA & CHAPMAN VENTURES LLC  
1600 S. BRENTWOOD BLVD., SUITE 625  
ST. LOUIS, MO. 63144  
ATTN: MR. LARRY CHAPMAN-PRINCIPAL



DATE: 11/18/22

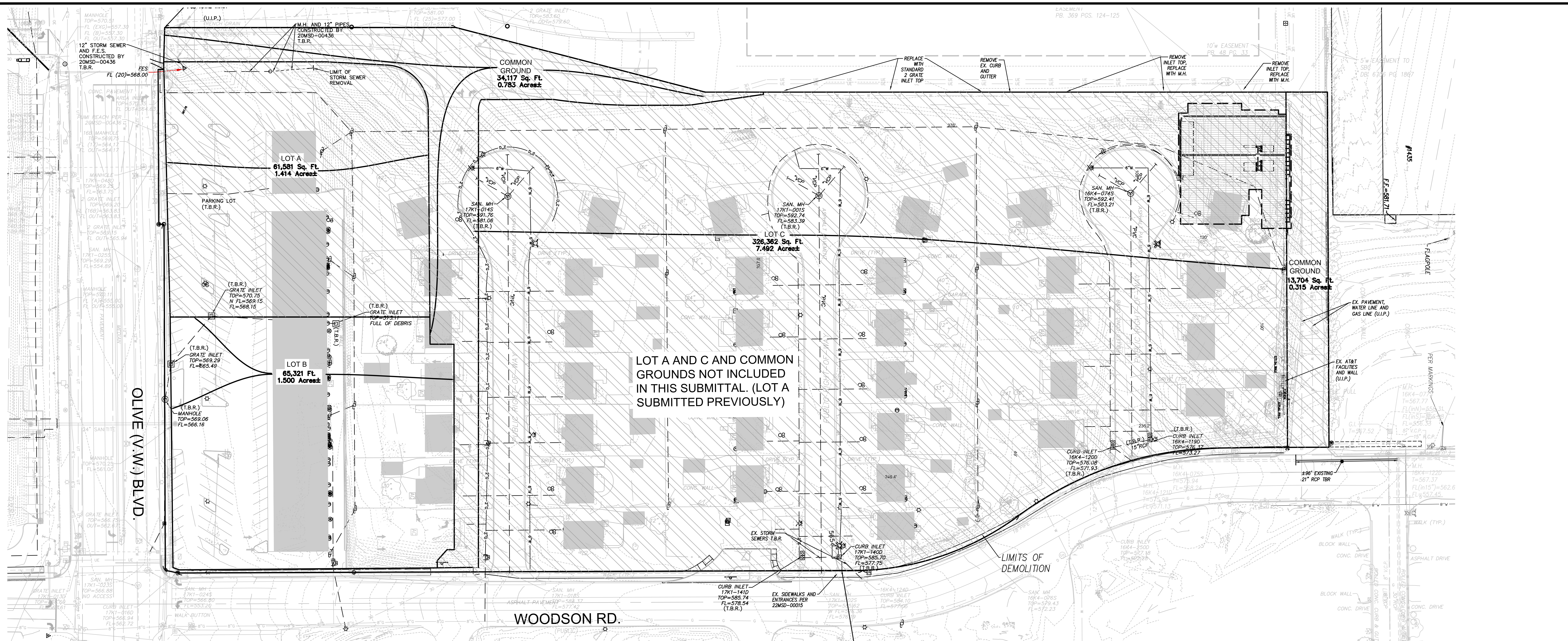
REVISIONS:

DATE:	BY:	DESCRIPTION:
11/18/2022	A.M.C.	DATE PLOT
P-XXXX-XX	XX	DATE PLOT
XX	XX	DATE PLOT

TITLE SHEET

SHEET NO.: C1.0



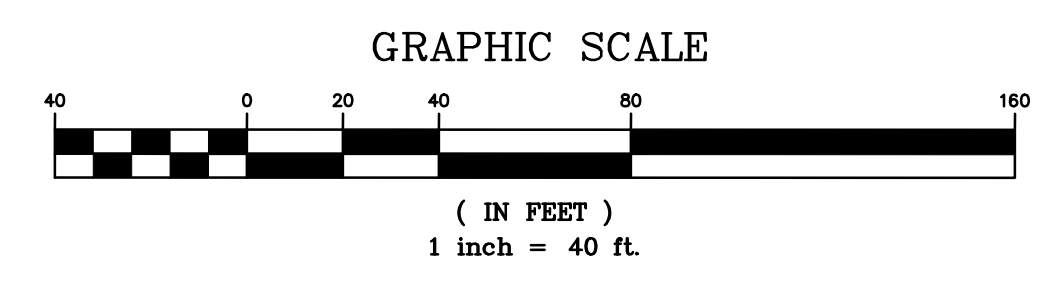


LOT A AND C AND COMMON  
GROUNDS NOT INCLUDED  
IN THIS SUBMITTAL. (LOT A  
SUBMITTED PREVIOUSLY)

**DEMOLITION LEGEND**

BUILDING DEMOLITION

- DEMOLITION NOTES**
1. ALL TREES THAT ARE NOT NOTED TO BE REMOVED (TBR) AND LOCATED OUTSIDE AND ADJACENT TO THE DISTURBED AREAS (AS INDICATED ON DEMO PLAN) SHALL REMAIN AND BE PROTECTED. SEE LANDSCAPE DRAWINGS AND SPECIFICATIONS FOR TREE PROTECTION DETAILS.
  2. DEMOLITION INCLUDES ALL MATERIAL WITHIN THE LIMITS OF CONSTRUCTION LINE SHOWN ON PLANS, UNLESS OTHERWISE NOTED ON SHEET INCLUDING BUT NOT LIMITED TO BUILDING SERVICE LINES, FOOTINGS AND FOUNDATIONS, SIDEWALKS, DRIVEWAYS AND OTHER MISCELLANEOUS IMPROVEMENTS.
  3. CONTRACTOR IS RESPONSIBLE TO FIELD LOCATE ALL EXISTING UNDERGROUND UTILITIES AND/OR IRRIGATION SYSTEMS ADJACENT TO THE PROPERTY PRIOR TO ANY DIGGING OR EARTH MOVING.
  4. THE CONTRACTOR SHALL STAY WITHIN THE LIMITS OF DISTURBANCE AS SHOWN ON THE PLANS AND MINIMIZE DISTURBANCE WITHIN THE WORK AREA WHEREVER POSSIBLE.
  5. THE CONTRACTOR SHALL COORDINATE WITH OWNER AND UTILITY SERVICE PROVIDERS THE DISCONNECTION AND REMOVAL OF ALL UTILITY SERVICES TO THE EXISTING STRUCTURES SHOWN TO BE DEMOLISHED.
  6. UTILITY RELOCATIONS TO BE COORDINATED WITH UTILITY PROVIDER.



**UTILITY NOTE**

UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS, RECORDS AND INFORMATION, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER, OR LOCATION OF THESE FACILITIES, STRUCTURES AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319 RSMo..

PREPARED BY:  
**STOCK & ASSOCIATES**  
Consulting Engineers, Inc.

257 Chesterfield Business Parkway  
St. Louis, MO 63105 PH: (636) 530-9300  
500-9300 FAX: (636) 530-9300  
e-mail: general@stockinc.com  
Web: www.stockinc.com

FINAL DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-  
LOT B**

UNIVERSITY CITY, MISSOURI

DATE: 11/18/22



GEORGE M. STOCK E-25116  
CIVIL ENGINEER  
CERTIFICATE OF AUTHORITY  
NUMBER: 000996

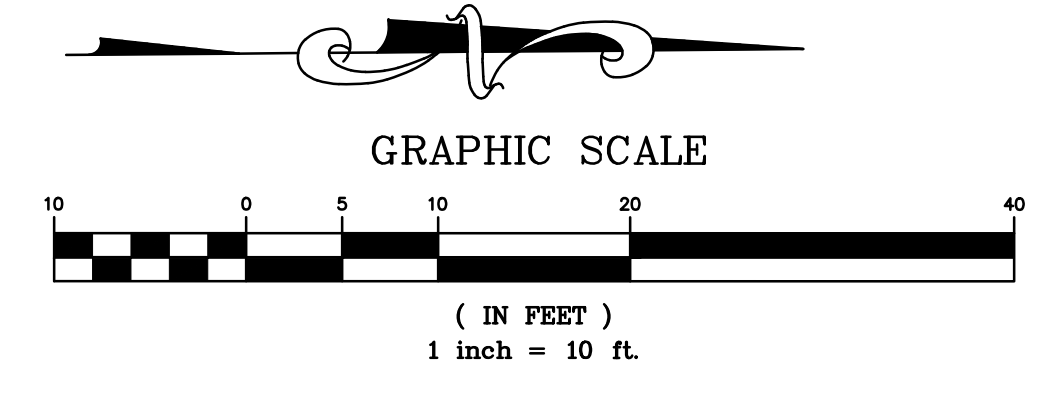
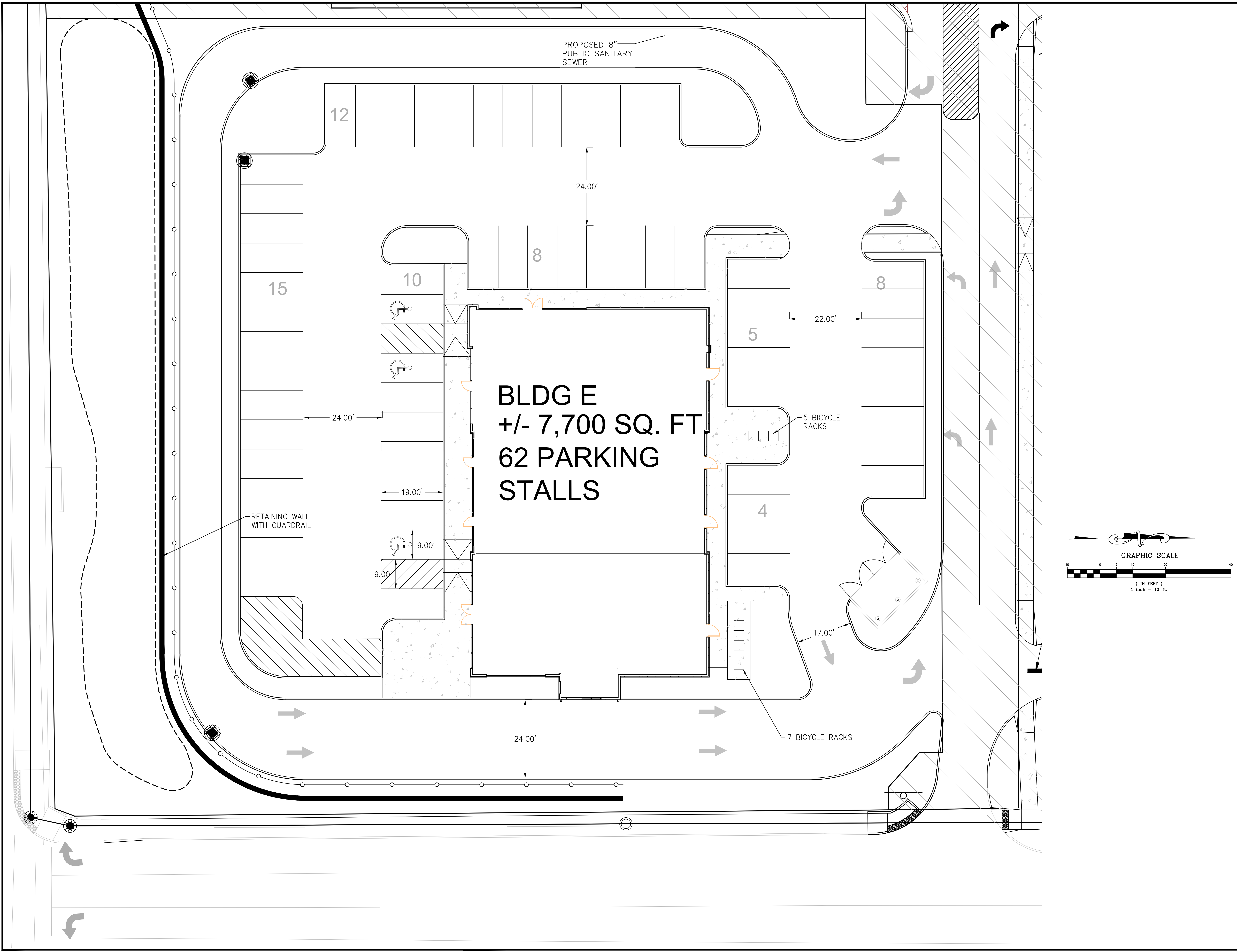
REVISIONS:

DRAWN BY: A.M.G.	CHECKED BY: G.M.S.
DATE: 11/18/2022	JOB NO: 217-6193
KKS P # P-XXXX-XX	BASE MAP # XX
SLC MAT # XXXX	MAT SUP. XX-XXX-XX
M.D.N.R. # XX	

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**EXISTING  
CONDITIONS/  
DEMOLITION PLAN**

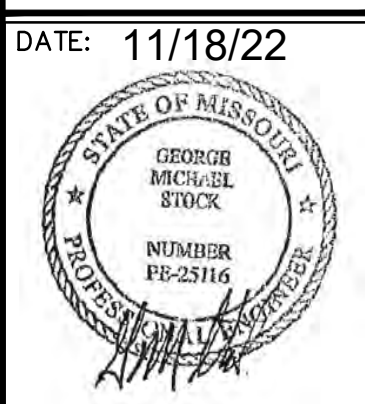
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**C2.0**





PREPARED BY:  
**STOCK & ASSOCIATES**  
 Consulting Engineers, Inc.  
 257 Chesterfield Business Parkway  
 St. Louis, MO 63105 PH: (636) 530-9300  
 530-9300 FAX: (636) 530-9300  
 e-mail: general@stockassoc.com  
 Web: www.stockassoc.com

FINAL DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-**  
**LOT B**  
 UNIVERSITY CITY, MISSOURI



DATE: 11/18/22  
 GEORGE M. STOCK  
 CIVIL ENGINEER  
 CERTIFICATE OF AUTHORITY  
 NUMBER: 000996

REVISIONS:

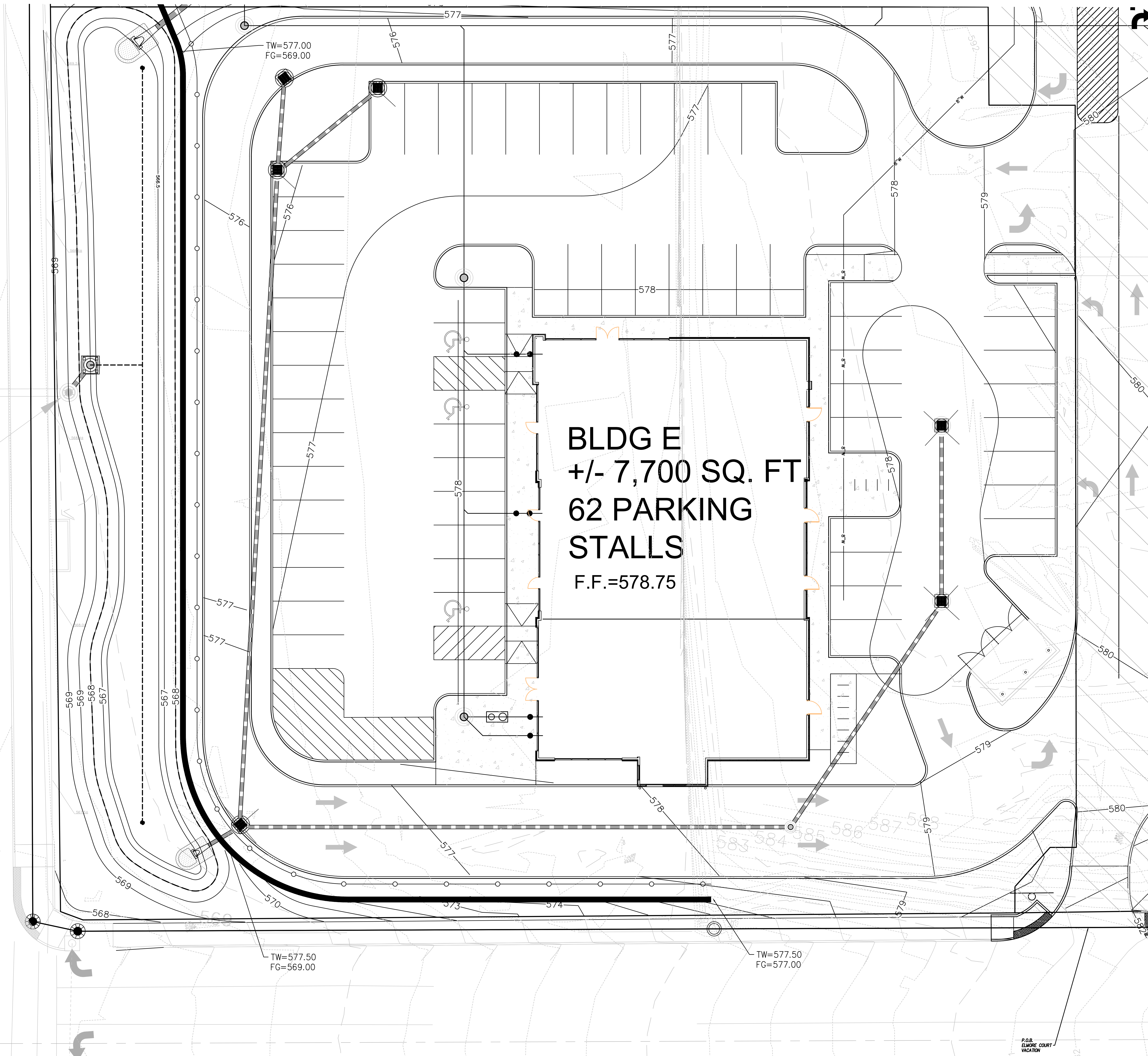
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M.D.N.R. # XX	

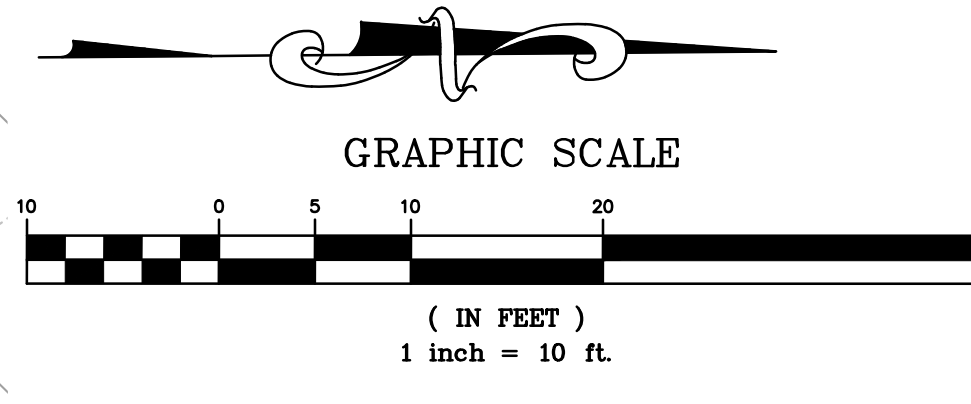
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**SITE PLAN**  
 SHEET NO.:  
**C3.0**



OLIVE (N.W.) BLVD.



**BLDG E**  
**+/- 7,700 SQ. FT**  
**62 PARKING**  
**STALLS**  
**F.F.=578.75**



PREPARED BY:  
**STOCK & ASSOCIATES**  
 Consulting Engineers, Inc.  
 267 Chesterfield Business Parkway  
 St. Louis, MO 63105 PH: (636) 530-9300  
 530-9300 FAX: (636) 530-9300  
 e-mail: general@stockassoc.com  
 Web: www.stockassoc.com

FINAL DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-**  
**LOT B**  
 UNIVERSITY CITY, MISSOURI

DATE: 11/18/22



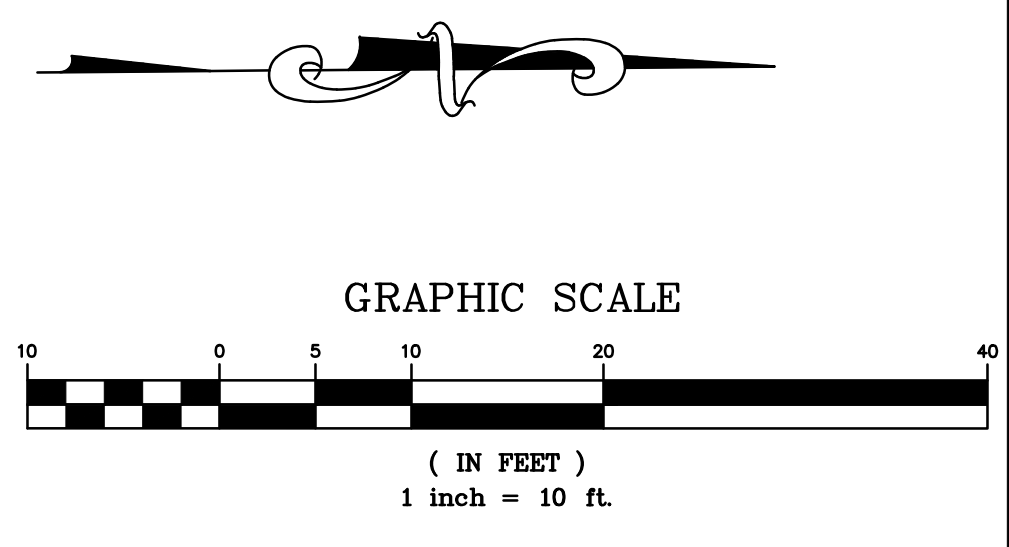
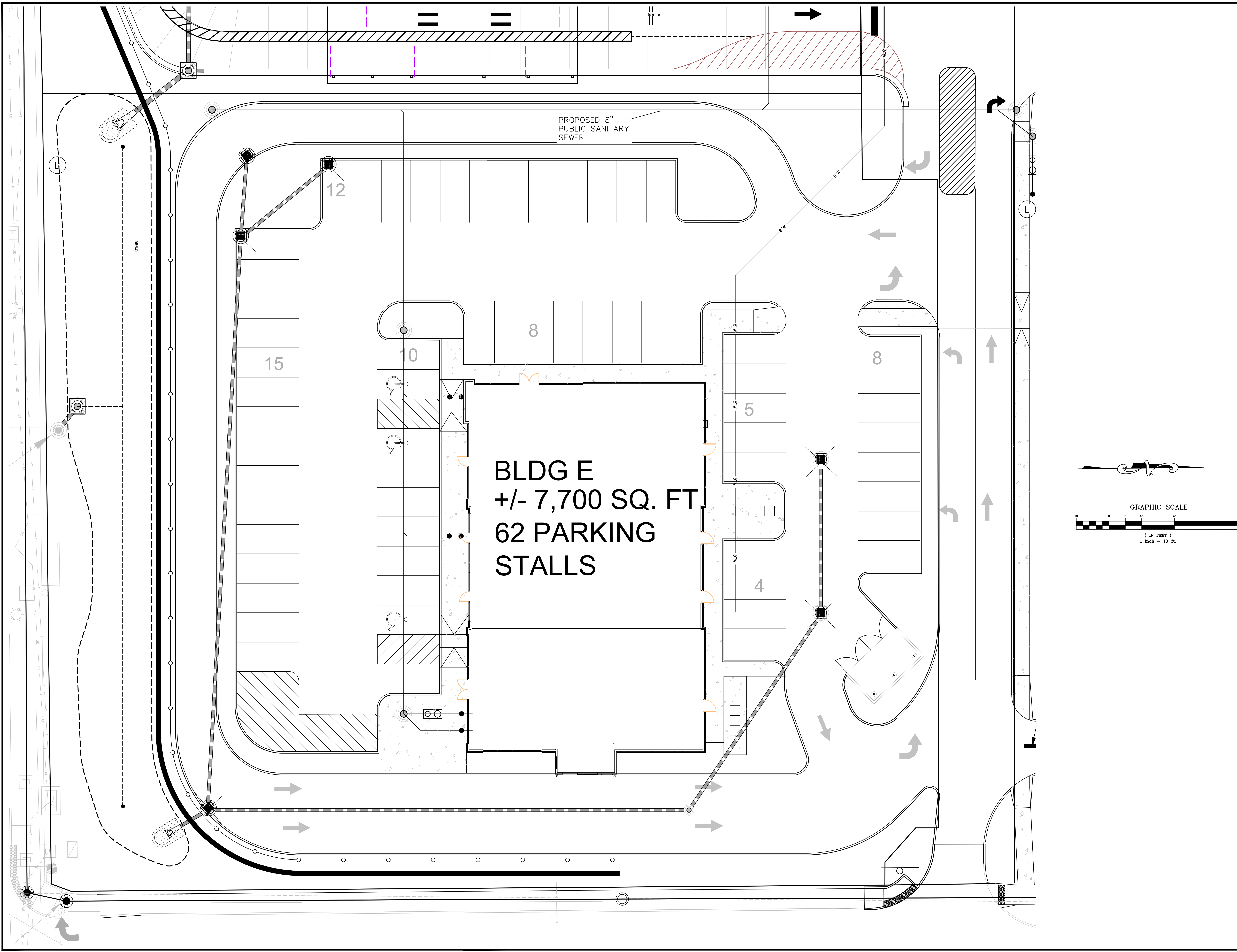
GEORGE M. STOCK E-25116  
 CIVIL ENGINEER  
 CERTIFICATE OF AUTHORITY  
 NUMBER: 000996

REVISIONS:

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KEY: P # P-XXXX-XX	BASE MAP # XX
S.L.C. MAT # XXXX	MAT SUP. XX-XXX-XX
M.D.N.R. # XX	

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**SITE & GRADING PLAN**  
 SHEET NO.:  
**C4.0**



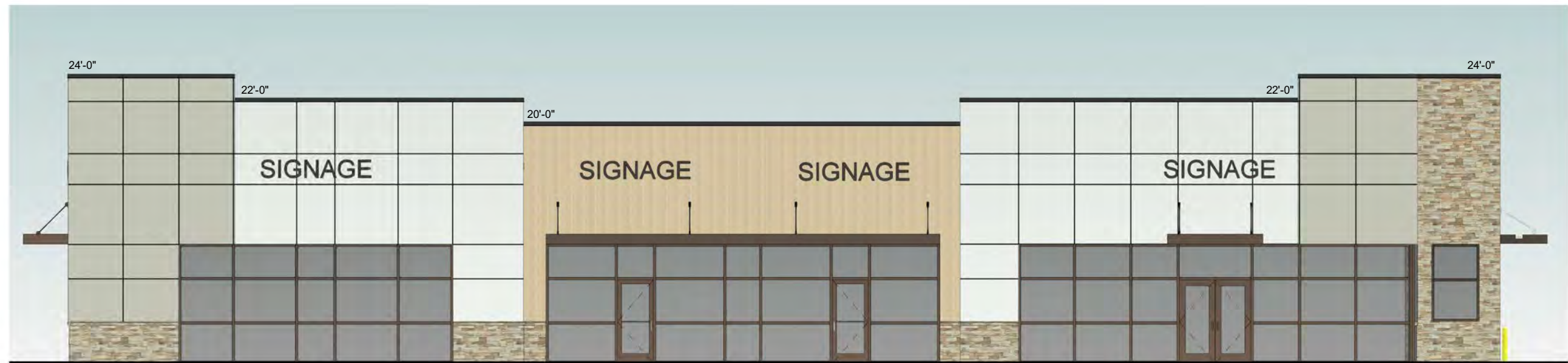


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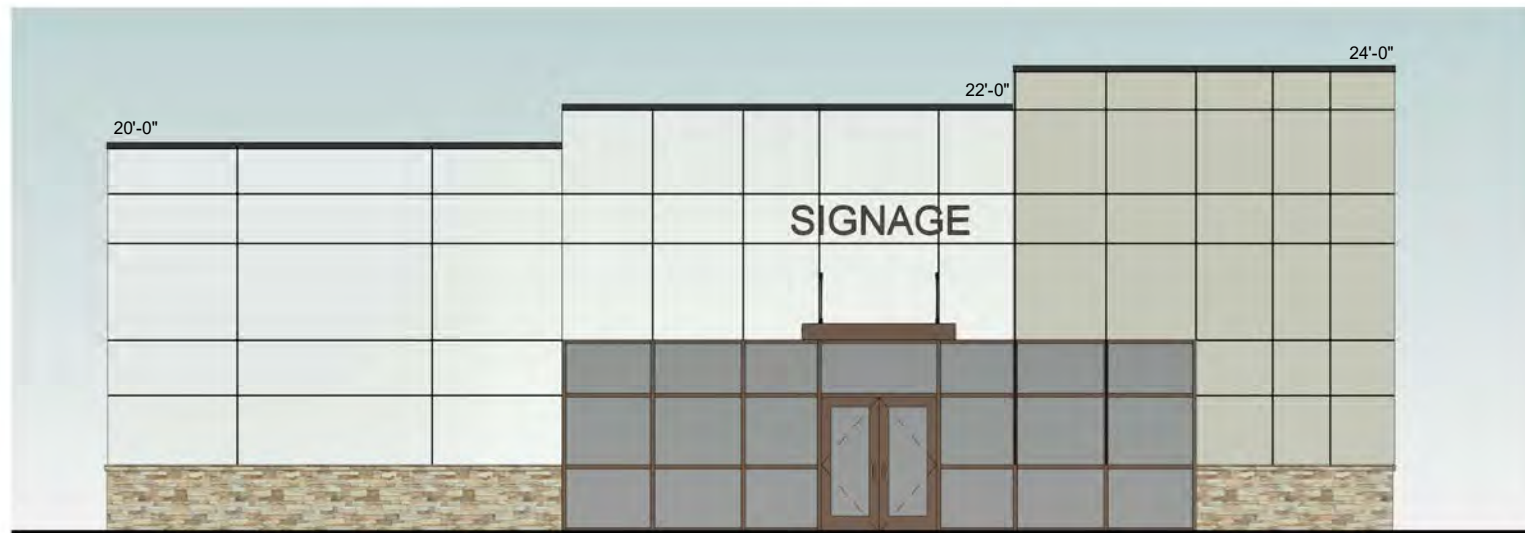
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S.L.C. MAT # XXXX	MAT SUP. XX-XXX-XX
M.D.N.R. # XX	
SHEET TITLE: <b>SITE UTILITY PLAN</b>	
SHEET NO.: <b>C5.0</b>	





SOUTH ELEVATION



WEST ELEVATION



EAST ELEVATION



NORTH ELEVATION

**BUILDING E**

MARKET AT OLIVE  
UNIVERSITY CITY, MO 63132

EXTERIOR  
ELEVATIONS &  
MATERIALS

27122407.00

11/15/2022

**SENECA**  
COMMERCIAL REAL ESTATE

**HUTKIN**  
PROPERTIES  
GROUP, LLC

gray





SOUTHEAST PERSPECTIVE

**BUILDING E**

MARKET AT OLIVE  
UNIVERSITY CITY, MO 63132

SOUTHEAST  
PERSPECTIVE

27122407.00

11/15/2022

**SENECA**  
COMMERCIAL REAL ESTATE

**HUTKIN**  
PROPERTIES  
GROUP, LLC

gray



SOUTHWEST PERSPECTIVE

**BUILDING E**

MARKET AT OLIVE  
UNIVERSITY CITY, MO 63132

SOUTHWEST  
PERSPECTIVE

27122407.00

11/15/2022

**SENECA**  
COMMERCIAL REAL ESTATE

**HUTKIN**  
PROPERTIES  
GROUP, LLC

gray



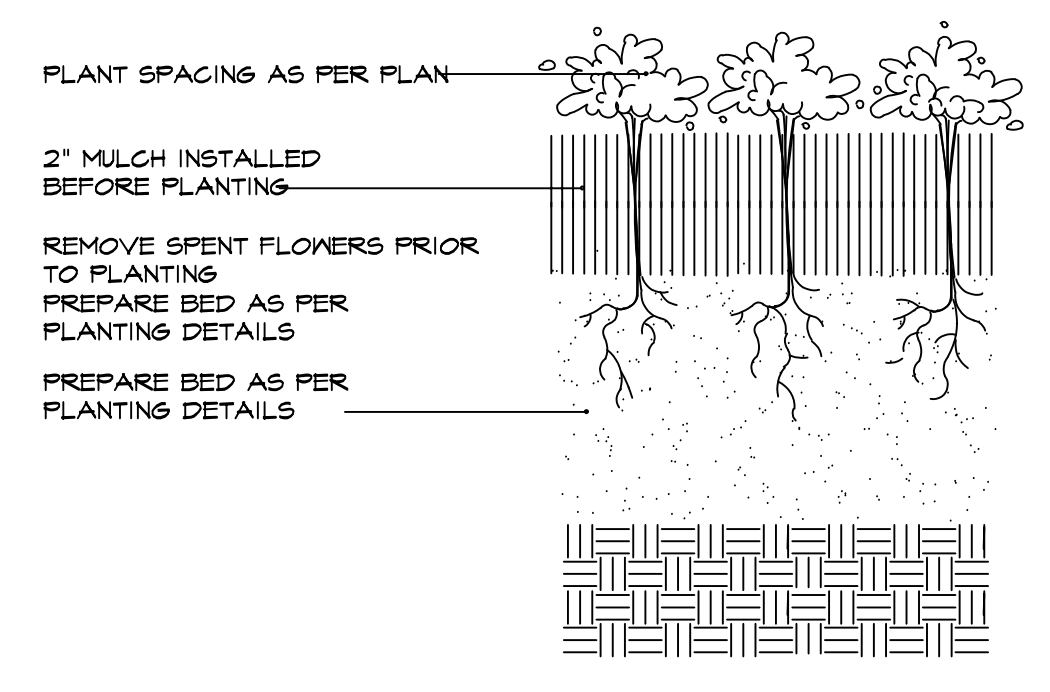
REVISIONS	BY

**Landscaping TECHNOLOGIES**  
 67 Jacinto Creek Drive  
 St. Louis, MO 63105  
 (636) 490-1250  
 MISSOURI ARCHITECTURAL CORPORATION #2022000192

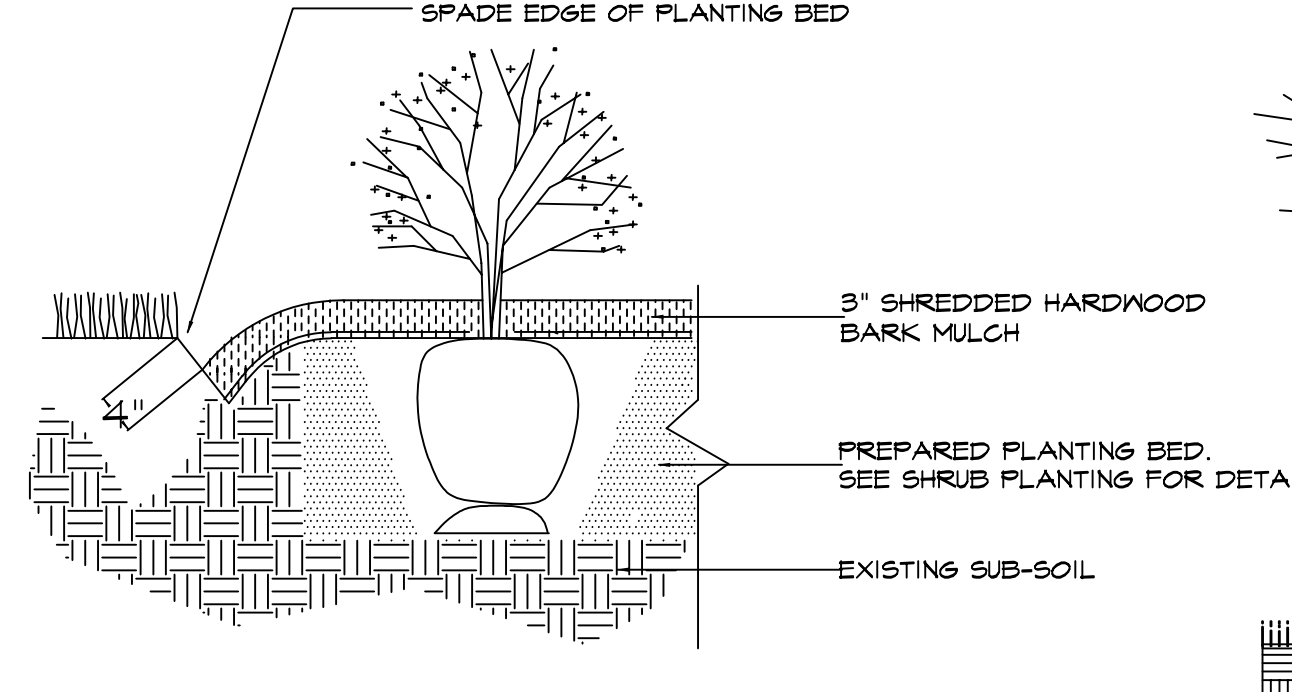
**REGISTERED LANDSCAPE ARCHITECT**  
 RANDALL N. WARDIS  
 MISSOURI LANDSCAPE ARCHITECT #000019  
 DATE: 9/22/2022

**PLANTING PLAN FOR THE PROPOSED Market at Olive North UNIVERSITY CITY, MISSOURI**

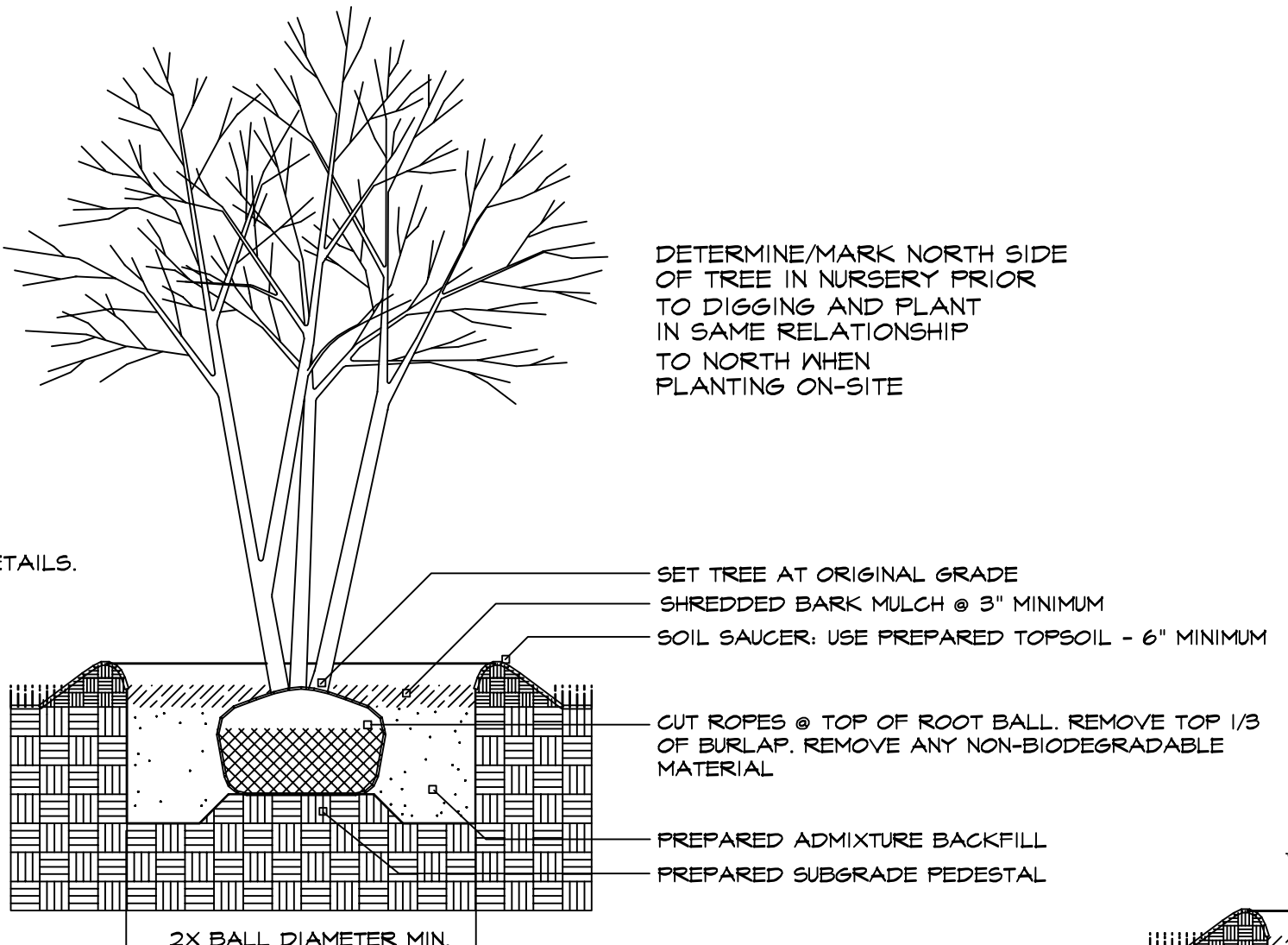
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 CHECKED: RNM/EL  
 DATE: 8/22/2022  
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 JOB No: 2022-160  
 SHEET: **L-1**  
 OF TWO SHEETS



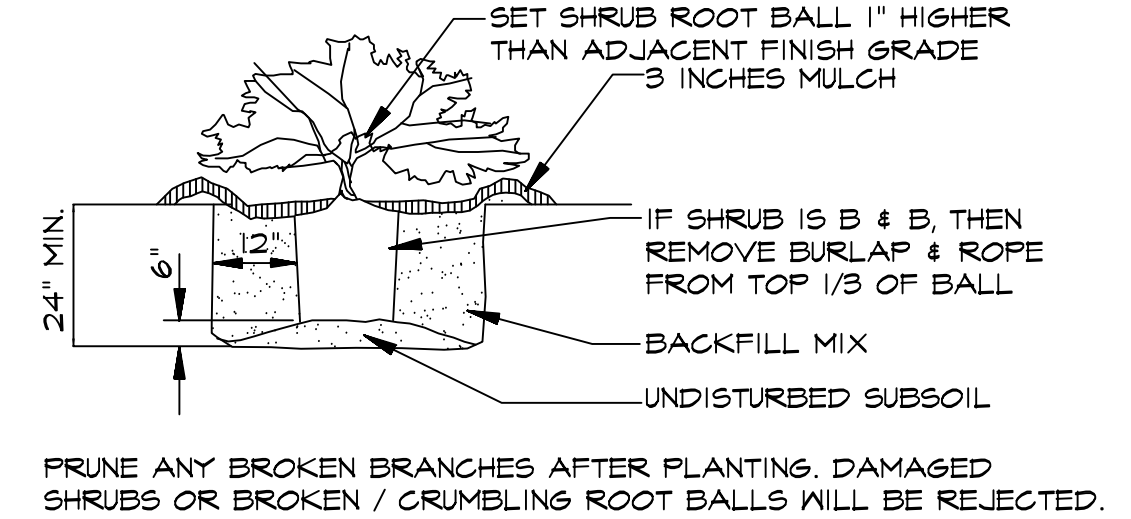
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N.T.S.



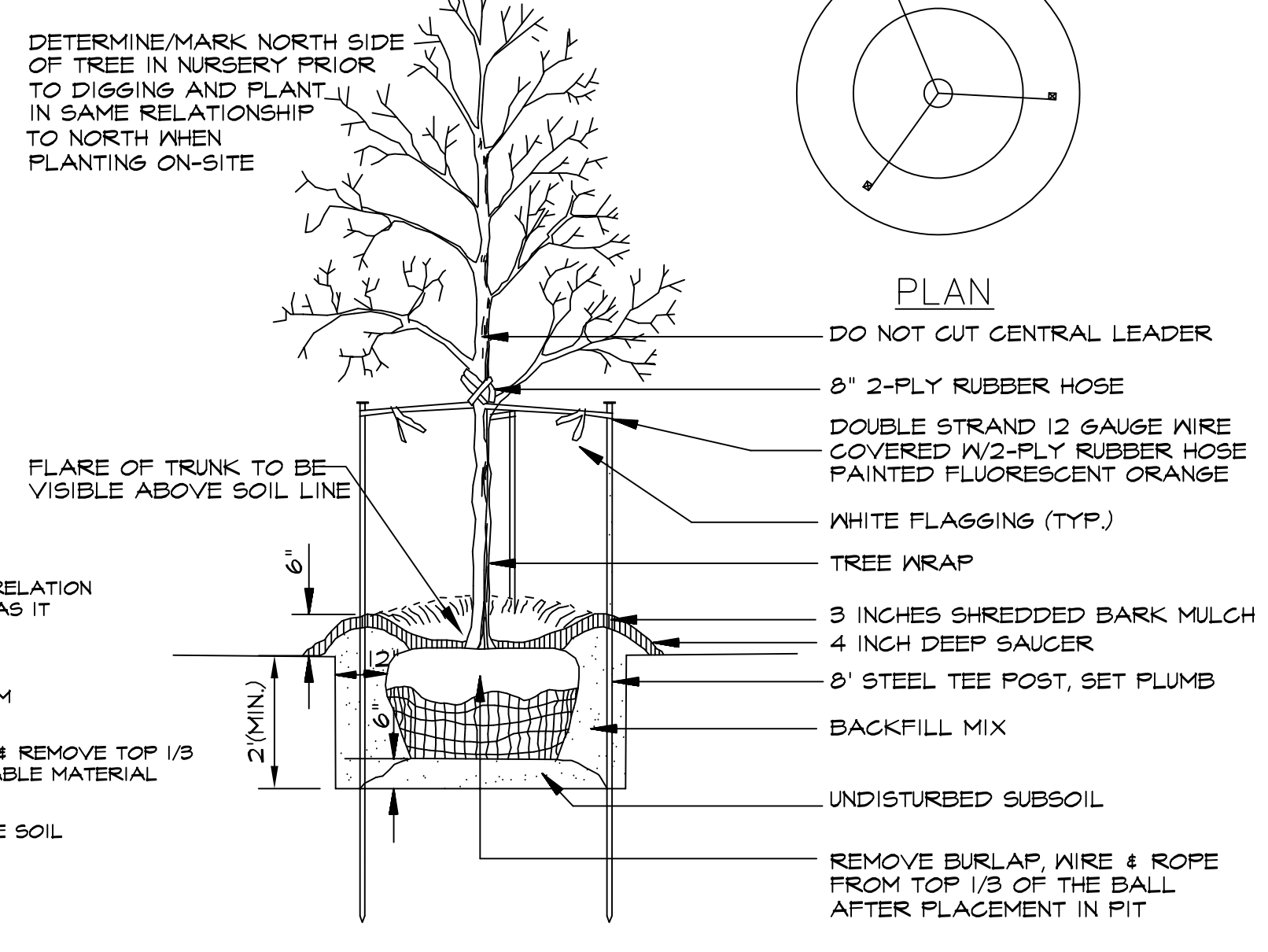
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N.T.S.



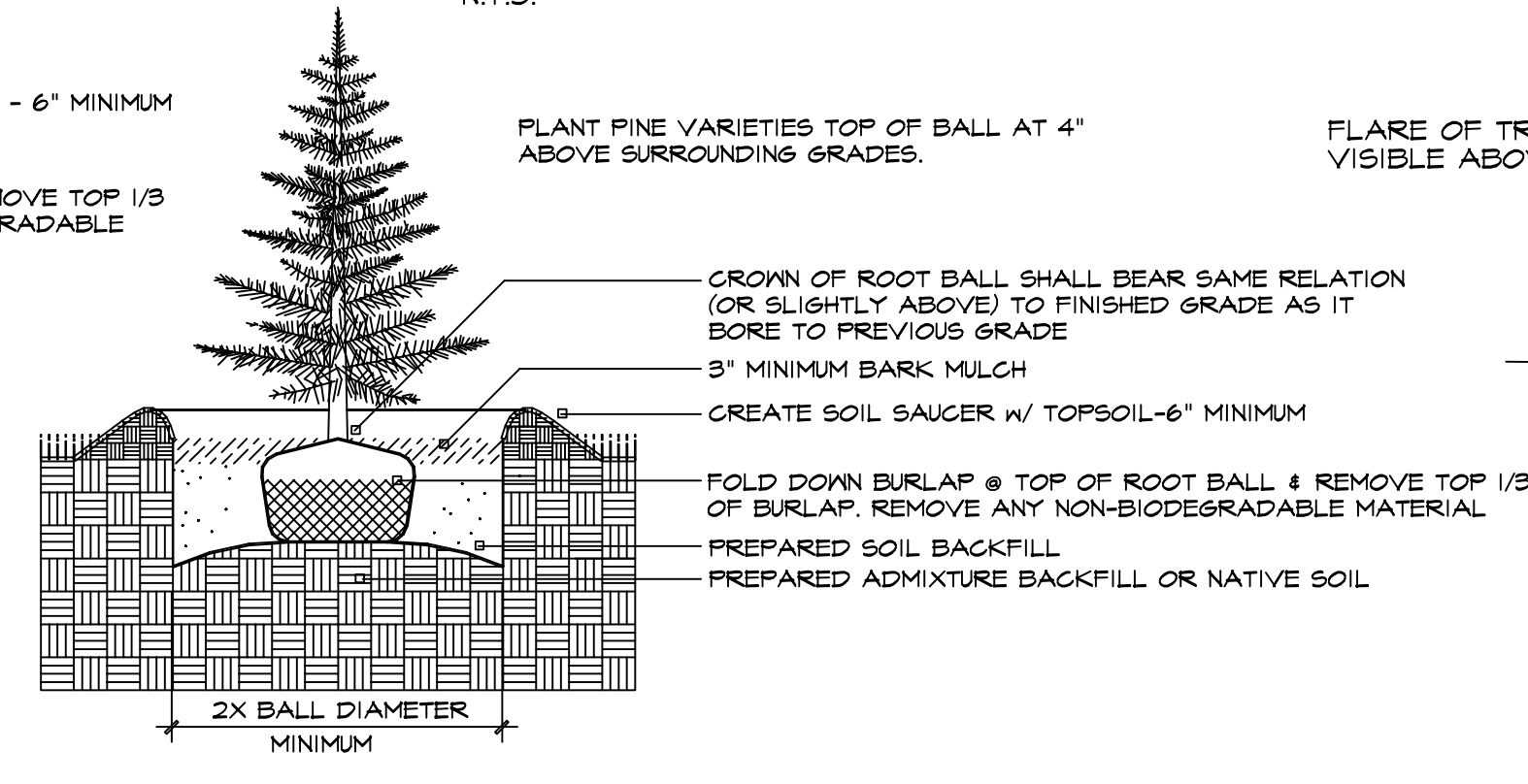
**MULTI-STEM TREE PLANTING**  
N.T.S.



**SHRUB PLANTING**  
N.T.S.



**DECIDUOUS TREE PLANTING**  
N.T.S.



**EVERGREEN TREE PLANTING**  
N.T.S.

**LANDSCAPE REQUIREMENTS:**

- REQUIRED MINIMUM PLANT SIZES:  
 EVERGREEN TREES 6' HGT.  
 DECIDUOUS CANOPY TREES 2 1/2" CALIPER  
 DECIDUOUS ORNAMENTAL TREES 1 1/2" CALIPER  
 ALL SHRUBS 24" HGT.
- WHERE A PARKING LOT ABUTS A STREET, THE ENTIRE FRONTAGE SHALL CONTAIN ONE (1) CANOPY TREE AND FOUR (4) SHRUBS FOR EACH THIRTY (30) FEET OF FRONTAGE, THEREFORE, ALONG OLIVE BLVD. WITH 286 LIN. FT. FRONTAGE, TEN (10) CANOPY TREES AND THIRTY NINE (39) SHRUBS ARE REQUIRED AND PROVIDED, ALONG OLIVE BLVD. WITH 523 LIN. FT. LF FRONTAGE, EIGHTEEN (18) CANOPY TREES AND SEVENTY (70) SHRUBS ARE REQUIRED AND PROVIDED. NOTE: SEE SHEET L-2 FOR STREET TREE LAYOUT AND LANDSCAPING DETAIL.
- AT PARKING LOTS, ONE (1) CANOPY OR ORNAMENTAL TREE SHALL BE PLANTED FOR EVERY 400 SQ. FT. OF THE TOTAL OF ALL INTERIOR LANDSCAPE AREAS, WITH A TOTAL OF 4,262.26 SQ. FT. OF INTERIOR LANDSCAPE AREAS, ELEVEN (11) TREES ARE REQUIRED AND FIFTEEN (15) ARE PROVIDED.
- ALL GROUND-MOUNTED EQUIPMENT SHALL BE SCREENED FROM VIEW USING 6' HIGH SOLID WALL OR DENSE LANDSCAPING.
- ALL LANDSCAPE AREAS EXCEEDING 300 SQ. FT. SHALL BE PROVIDED AN AUTOMATIC, UNDERGROUND IRRIGATION SYSTEM (By Others).
- NO AREAS WITHIN THESE PLANS ABUTS A RESIDENTIALLY ZONED PROPERTY AND, THEREFORE, NO BUFFERYARD PLANTING IS REQUIRED.

**PLANT SCHEDULE**

TREES	QTY	COMMON / BOTANICAL NAME	SIZE
ARM	3	Armstrong Red Maple / <i>Acer rubrum</i> 'Armstrong'	2.5" Cal
ALE	2	Athens Lacebark Elm / <i>Ulmus parvifolia</i> 'Emer 1'	2.5" Cal
ABM	4	Autumn Blaze Maple / <i>Acer x freemanii</i> 'Jeffersred'	2.5" Cal.
GL	7	Greenspire Littleleaf Linden / <i>Tilia cordata</i> 'Greenspire'	2.5" Cal.
RPO	3	Regal Prince Oak / <i>Quercus warei</i> 'Long' TM	2.5" Cal.
NO	8	Willow Oak / <i>Quercus phellos</i>	2.5" Cal.
SHL	1	'Skyline' Locust / <i>Gleditsia triacanthos</i> 'Skyline'	2.5" Cal.
EVERGREEN TREES	QTY	COMMON / BOTANICAL NAME	SIZE
EMARB	7	Emerald Arborvitae / <i>Thuja occidentalis</i> 'Emerald'	6'-7'
FLOWERING TREES	QTY	COMMON / BOTANICAL NAME	SIZE
JTL	5	Ivory Silk Japanese Tree Lilac / <i>Syringa reticulata</i> 'Ivory Silk'	1.5" Cal
MRB	3	Merlot Redbud / <i>Cercis x 'Merlot'</i>	1.5" Cal
SERV	2	'Autumn Brilliance' Serviceberry / <i>Amelanchier X grandiflora</i> 'Autumn Brilliance'	1.5" Cal
SHRUBS	QTY	COMMON / BOTANICAL NAME	SIZE
ALV	4	Allegheny Leatherleaf Viburnum / <i>Viburnum rhytidophyllum</i> 'Allegheny'	24"-30"
EY	10	Everlow Yew / <i>Taxus x media</i> 'Everlow'	24"-30"
FAW	57	Fine Wine Weigela / <i>Weigela florida</i> 'Bramwell' TM	24"-30"
LLHYD	43	Little Lime Hydrangea / <i>Hydrangea paniculata</i> 'Little Lime'	24"-30"
FORBS	QTY	COMMON / BOTANICAL NAME	SIZE
CI	555	Copper Iris / <i>Iris fulva</i> 'Louisiana'	2 qt. @ 18" OC
GAX	555	Golden Alexander / <i>Zizia aurea</i>	2 qt. @ 18" OC
PFRM	254	Party Favor Rose Mallow / <i>Hibiscus lasiocarpus</i>	1 gal @ 30" OC
SMW	546	Swamp Milkweed / <i>Asclepias incarnata</i>	2 qt. @ 24" OC
ANNUALS/PERENNIALS	QTY	COMMON / BOTANICAL NAME	SIZE
SCD	18	Strawberry Candy Daylily / <i>Hemerocallis x 'Strawberry Candy'</i> TM	1 gal
NATIVE GRASSES	QTY	COMMON / BOTANICAL NAME	SIZE
530	1,153	Brown Fox Sedge / <i>Carex vulpinoidea</i>	Plug at 18" OC
1,153	742	Great Green Bulrush / <i>Scirpus atrovirens</i>	Plug at 18" OC
742	685	Morning Star Sedge / <i>Carex grayi</i>	Plug at 18" OC
685		Palm Sedge / <i>Carex muskingumensis</i>	Plug at 18" OC

OLIVE BLVD.

BLDG E  
 +/- 7,700 SQ. FT.  
 63 PARKING STALLS

WOODSON RD.

**PLANTING PLAN**  
SCALE: 1"=20'-0"



REVISIONS	BY

**Landscaping TECHNOLOGIES**

67 Jacobs Creek Drive  
St. Louis, MO 63114  
(636) 490-1250  
www.landscapingtechnologies.com

REGISTERED PROFESSIONAL LANDSCAPE ARCHITECT  
MISSOURI ARCHITECTURAL BOARD #000000019  
RANDALL R. HARDSIS  
MISSOURI LANDSCAPE ARCHITECT #0000019  
DATE: 9/22/2022

**PLANTING PLAN FOR THE PROPOSED Market at Olive North UNIVERSITY CITY, MISSOURI**

DRAWN  
R. HARDSIS  
CHECKED  
RMM/ML  
DATE  
8/22/2022  
SCALE  
AS SHOWN  
JOB No.  
2022-160  
SHEET

**L-2**

OF TWO SHEETS

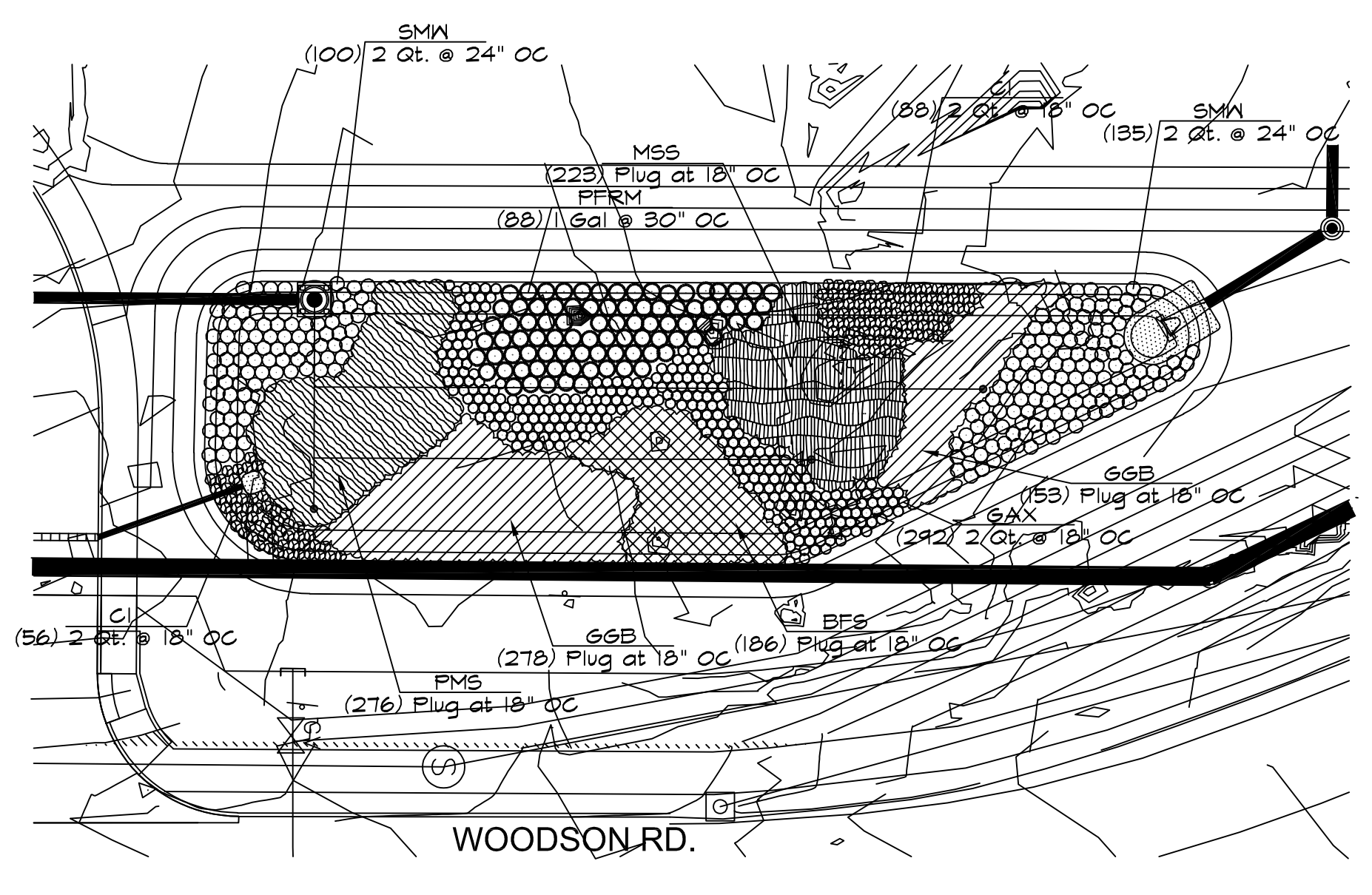
### LANDSCAPE GUIDELINE SPECS:

- GENERAL:**
- Base map information is accurate as of the date of drawing printed in this package.
  - It shall be the landscape contractor's responsibility to:
    - Verify all existing and proposed features shown on the drawings prior to commencement of work.
    - Report all discrepancies found with regard to existing conditions or proposed design to the landscape architect immediately for a decision.
    - Stake the locations of all proposed plant material and obtain the approval of the owner's representative or landscape architect ten (10) days prior to installation.
  - The contractor shall be in compliance with all codes applicable to this work.
  - Clean all planting beds of debris, rock, building material, etc. prior to adding / spreading topsoil or mulch.
  - All annual and/or perennial beds are to be rototilled at a depth of 12" and amended with peat moss or organic material prior to planting. All grass and/or weeds shall be killed / removed from new planting beds of any kind.
  - Remove all debris and rock in parking lot islands shall be removed / disposed and new topsoil provided to a depth of 8" with a berm 4" higher than the adjacent curbing.
  - All natural vegetation shall be maintained where it does not interfere with construction or the permanent plan of operation. Every effort possible shall be made to protect existing structures or vegetation from damage due to equipment usage. Contractor shall at all times protect all materials and work against injury to public. The landscape contractor shall be responsible for any coordination and sequencing with other site related work being performed by other contractors. It shall be the responsibility of the contractor to determine or verify the existence of and exact location of the above (Call utility location services in municipality).
  - Plant material are to be planted in the same relationship to grade as was grown in nursery conditions. All planting beds shall be cultivated to 6" depth minimum and graded smooth immediately before planting of plants. Plant groundcover to within 12" of trunk of trees or shrubs planted within the area.
  - Plant material shall be typical in shape and form for species specified. Plants planted in groupings and masses shall also be matched. Container grown plant material shall not be root-bound and balled-and-burled material shall have root balls as dictated by American Standard for Nursery Stock.
  - Items shown on this drawing take precedence over the material list. It shall be the landscape contractor's responsibility to verify all quantities and conditions prior to commencement of this plan. No substitutions of types or size of plant materials will be accepted without written approval from the landscape architect.
  - Provide single-stem trees unless otherwise noted in plant schedule.
  - All plant material shall comply with the recommendations and requirements of ANSI Z601 "American Standards for Nursery Stock".
  - It shall be the contractor's responsibility to provide for inspection of the plant material by the Landscape Architect (or Owners Representative) prior to acceptance. Inspections may take place before, during or after installation. Plants not conforming exactly to the plant list will not be accepted and shall be replaced at the landscape contractor's expense.
  - All bids are to have unit prices listed. The Owner has the option to delete any portion of the contract prior to signing the contract or beginning work. This will be unit price contract; quotes shall be valid for 12 months.
  - Should auger equipment be utilized in excavating any plant pits, vertical sides of plant pits shall be thoroughly scarified to avoid creation of "polished side walls" prior to plant material installation.
  - All excess topsoil, rocks, debris and/or tainted soils shall be removed by the general contractor prior to point project is turned over to the landscape contractor to commence landscape installation.
  - Keep all plant material (except turf) a minimum of 36' clear of fire hydrants.
  - All tags, nursery stakes, labels, etc. shall be removed by the landscape contractor at completion of all landscape installation.
  - Landscape contractor shall be in compliance with all federal, state and local laws / regulations relating to insect infestation and/or plant diseases.
  - All substitutions of plant material shall be submitted to landscape architect for approval.
  - These protection fencing is to be installed prior to any grading operations and inspected daily / maintained in place until completion of the project.
  - No parking storage of materials or any other construction activities are to occur within tree protection areas.
- PRUNING:**
- Lightly prune trees at time of planting. Prune only the crossover limbs, intermingled leaders and/or any broken branches. Some interior twigs and lateral branches may be pruned. However, do not remove the terminal buds of branches that extend to the edge of the crown.
  - All pruning shall comply with ANSI A300 standards.
- INSURANCE:**
- The landscape contractor shall submit certificates of insurance for workers compensation and general liability.
- MULCH:**
- All mulch to be shredded oak bark mulch at 3" depth (after compaction) unless otherwise noted. Mulch shall be clean and free of all foreign materials, including weeds, mold, deleterious materials, etc.
  - No plastic sheeting or filter fabric shall be placed beneath shredded bark mulch beds. Mirafix fabric shall be used beneath all gravel mulch beds. Lap fabric 6" over adjacent coverages.
  - Edge all beds with spike-cut edge unless otherwise noted.

- MAINTENANCE:**
- Landscape Contractor shall provide a separate proposal to maintain all plants, shrubs, groundcover, perennials and annuals for a period of 12 months after acceptance.
  - Contractor shall ensure that only competent and trained personnel shall provide such services and that such services be provided in a timely manner.
  - Watering of seeded or sodded lawns shall begin immediately and shall continue to be provided continuously for the following 12 hours. Regardless, the landscape contractor shall be responsible for all landscape maintenance until project turnover.
- SIGHT TRIANGLES:**
- No landscape material or other obstructions shall be placed or be maintained within the sight distance area so as to impede the vision between a height of thirty inches (30") and ten feet (10') above the adjacent streets or paving surfaces.
  - Sight triangles at the intersection of a public street and a private access way (except for single family residences) shall also be formed by measuring from the point of intersection of the street frontage curbs and the entrance curb lines a distance of 35' and connecting the points so established to form the sight triangle area.
- TOPSOIL:**
- Topsoil mix for all proposed landscape plant material (excluding turf areas) shall be five (5) parts well-drained screened organic topsoil to one (1) part Canadian sphagnum peat moss as per planting details. Rototill topsoil mix to a depth of 6" minimum and grade smooth.
  - Provide a soil analysis, as requested, made by an independent soil-testing agency, outlining the % of organic matter, inorganic matter, deleterious material, pH and mineral content.
  - Any foreign topsoil used shall be free of roots, stumps, weeds, brush, stones (larger than 1"), litter or any other extraneous or toxic material. Landscape contractor shall be fully responsible for correcting all negative soil issues prior to plant installation. Killing and removal of all weeds shall be the responsibility of the landscape contractor as part of the task.
  - Landscape contractor to apply pre-emergent herbicide to all planting beds upon completion of planting operations and before application of weed-control blanket.
  - Install siltation controls prior to commencement of any grading operations. Inspect and maintain all siltation fences on a weekly basis until vegetation is established.
- PLUG PLANTING NOTES:**
- All plugs to be 4-1/2" deep X 2" diameter minimum.
  - Plugs are to be planted in a hole dug with a trowel, spade or planting bar with all quantities and conditions prior to commencement of this plan. Plugs shall be planted through erosion control blanket where appropriate.
  - Obtain plugs from a reputable nursery.
  - Water plugs upon completion of planting so that soil is moist but not saturated.
  - If planting is delayed more than six hours after delivery, store plugs in the shade, protect from weather and mechanical damage and keep them moist and cool. All plugs shall be planted within 24 hours after delivery.
- WARRANTY:**
- All plant material (excluding ground cover, perennials and annuals) are to be warranted for a period of 12 months after complete installation of all landscape material at 100% of the installed price. All plant material deemed unhealthy, unsightly or having undue amounts of dead branches by the landscape architect shall be replaced under this warranty.
  - Any plant material found to be defective shall be removed and replaced within 30 days of notification or in growth season determined to be best for that plant.
  - Only one replacement per tree or shrub shall be required at the end of the warranty period, unless loss is due to failure to comply with the warranty. Landscape contractor shall not be liable due to acts of God or vandalism.
  - Lawn establishment period will be in effect once the lawn has been mowed three times. Plant establishment period shall commence on the date of acceptance and 100% completion.
  - A written guarantee shall be provided to the owner per conditions outlined in #1 above.
- TURF:**
- All disturbed lawn areas to be seeded with a mixture of Turf-Type grass (300# per acre) and bluegrass (18# per acre). Lawn areas shall be unconditionally warranted for a period of 90 days from date of final acceptance. Bare areas less than one square foot per 350 square feet shall be replaced.
  - Seed and fertilization operations shall occur between May 1 and June 15th or between September 1 and October 15th unless directed by others in writing AND irrigation system is operating.
  - Granular or pelleted fertilizer consisting of 50% water-insoluble slow release nitrogen, phosphorus and potassium in a 12-12-12 composition.
  - The turf contractor shall be responsible for protection of finished grade, restore and repair any erosion or water damage and obtain owners' approval prior to seeding or sod installation.
  - Landscape contractor shall offer an alternate price for sod in lieu of seed. Sod shall be cut at a uniform thickness of 3/4". No broken pieces, irregular pieces or torn pieces will be accepted.
  - Any points carrying concentrated water loads and all slopes of 15% or greater shall be sodded.
  - All sod shall be placed a maximum of 24 hours after harvesting.
  - Recondition existing lawn areas damaged by Contractor's operations including equipment, material storage and movement of vehicles.
  - Sod contractor to ensure sod is placed below sidewalks and all paved area elevations to allow for proper drainage.

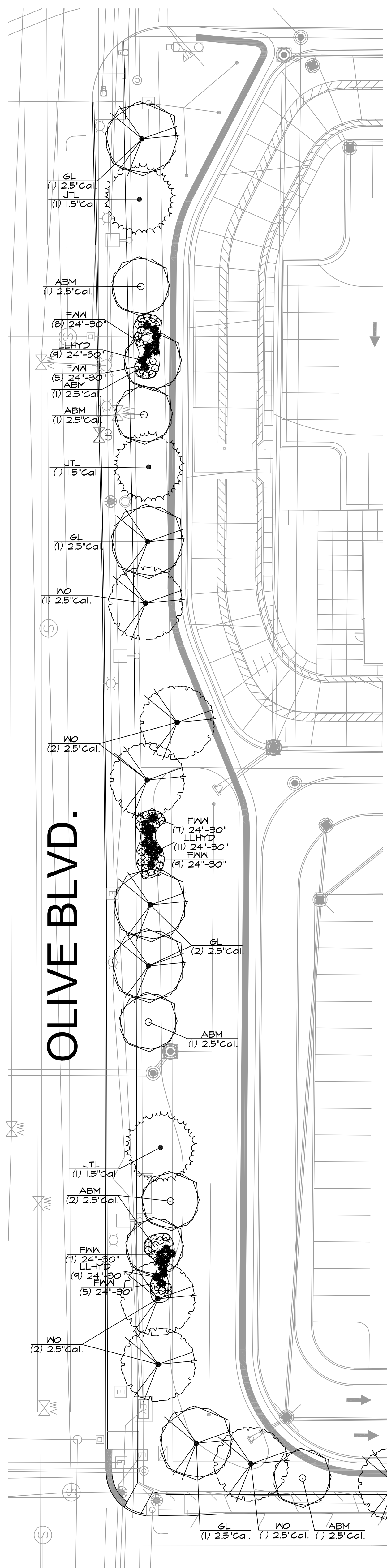
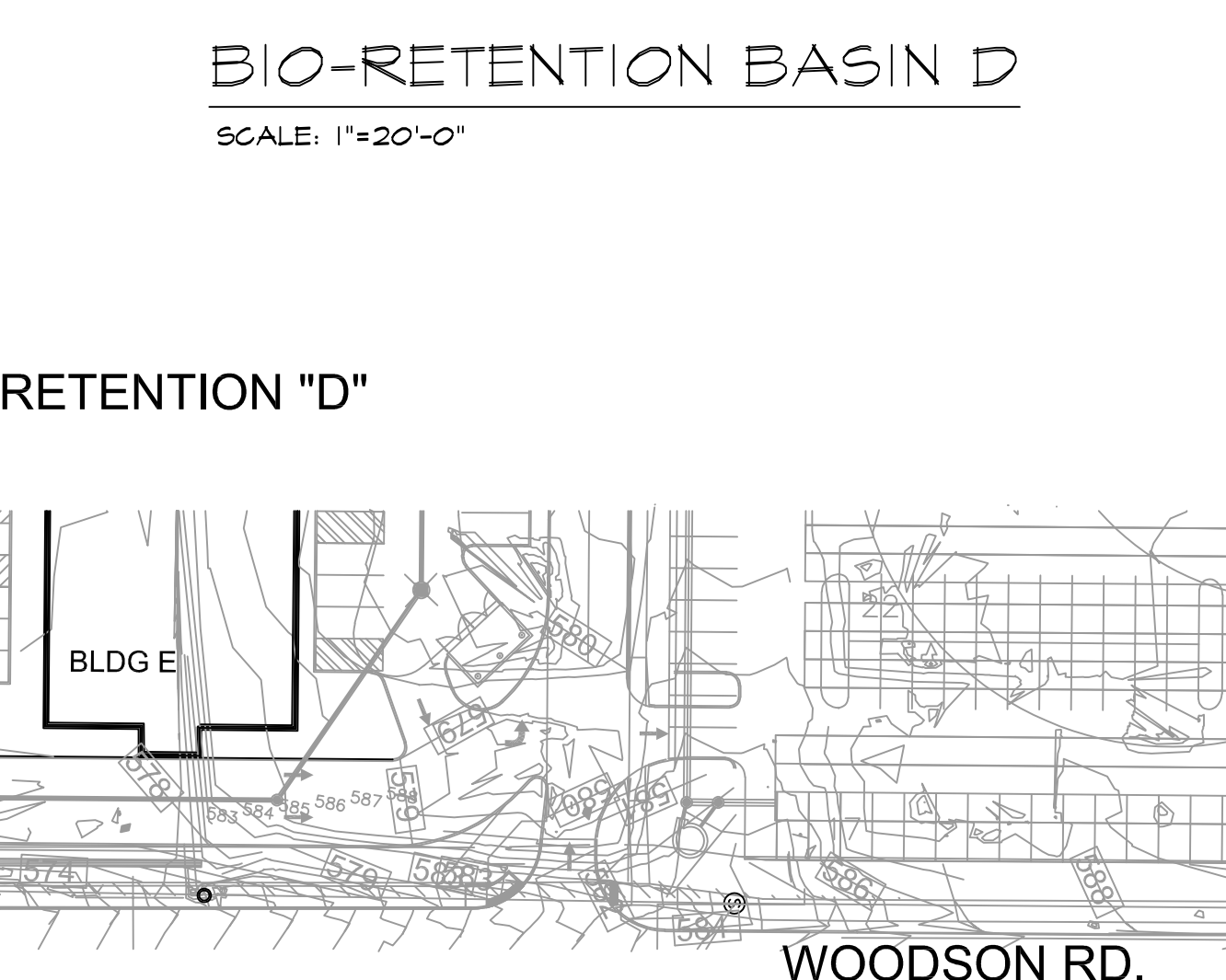
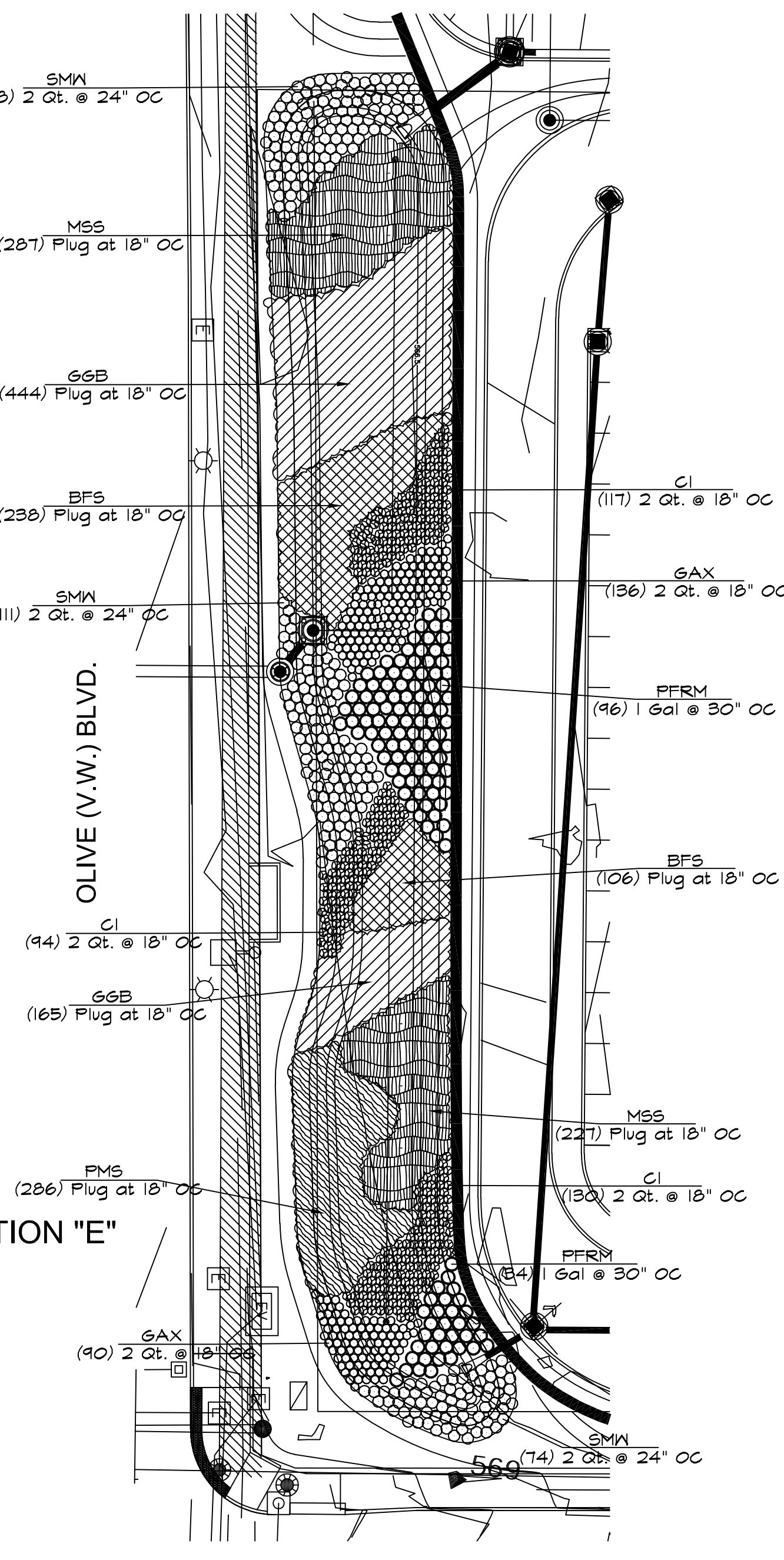
**PLEASE NOTE:**

- ALL PLANTING BEDS TO BE EDGED w/ SPADE-CUT EDGE UNLESS OTHERWISE NOTED.
- ADJUST TREE LOCATIONS FOR LIGHT STANDARDS AND UNDERGROUND UTILITIES.
- NO TREES OR OTHER OBSTRUCTIONS SHALL BE LOCATED WITHIN 6 FEET OF FIRE HYDRANTS.
- ALL SHRUBS/PERENNIALS WITHIN SIGHT TRIANGLE ZONES TO BE MAINTAINED AT A MAXIMUM HEIGHT OF TWENTY FOUR INCHES (2 FEET). ALL TREES TO BE MAINTAINED WITH A CLEAR HEIGHT FROM GRADE OF TEN (10) FEET.



WATER AVAILABILITY	REQUIRED PLUG SIZE	MINIMUM SPACING	WATER REQUIREMENT	WATER REQUIREMENT	MAXIMUM MULCH
NO AVAILABILITY TO WATER AFTER	LATE FEB - EARLY APR	2.25" x 1.75" LARGER	WATER EACH PLUS IMMEDIATELY	1" (60 MIN) EVERY 4 DAYS	1.5" FOR PLUGS
MANUAL WATERING WITH STANDARD SPRINKLER	LATE FEB - EARLY APR	4.5" x 3.5" LARGER	1" (60 MIN) EVERY 4 DAYS	1" (60 MIN) EVERY 4 DAYS	1.5" FOR PLUGS
AUTOMATIC IRRIGATION (WATER HOSE REGULATOR LESS THAN TWO MONTHS AFTER PLANTING)	LATE FEB - EARLY APR	2.25" x 1.75" LARGER	1" (60 MIN) EVERY 5 DAYS IN SUMMER	1" (60 MIN) EVERY 5 DAYS IN WINTER	1.5" FOR PLUGS

- BIO-RETENTION MAINTENANCE PROCEDURES:**
- ADD 2-4 INCHES OF MULCH (SEE CIVIL DRAWG FOR TYPE) TO THE ENTIRE NEWLY PLANTED RAISED GARDEN/RETENTION AREA. DO NOT COVER THE GRASS OF THE PERENNIALS. REPLENISH THE MULCH AS NEEDED.
  - AVOID FINE CUT OR LIGHTER WEIGHT MULCHES AS THEY FLY IN NET CONDITIONS.
  - PRUNE ANY DEAD, DISEASED OR DAMAGED PLANTS AS SOON AS THE PROBLEM IS NOTICED. DEADHEAD PLANTS AS NEEDED AND DIVIDE PERENNIALS EVERY 2-4 YEARS AS NEEDED. LEAVE STEMS AND SEED HEADS STANDING IN FALL/WINTER TO ADD VISUAL INTEREST AND TO PROVIDE FOOD AND COVER FOR BIRDS.
  - PRUNE THE FOLIAGE OF PERENNIALS WHEN THEY DIE BACK FOR THE WINTER AND ORNAMENTAL SPRINGS BEFORE NEW GROWTH BEGINS. THE SPRINGS AND NEED NEED DIVIDED UNTIL PLANTS ARE ESTABLISHED. THEREAFTER, REMOVE OR SHED NEEDS AS NECESSARY.
  - HAND WEED DIVERSELY UNTIL PLANTS ARE ESTABLISHED. THEREAFTER, REMOVE OR SHED NEEDS AS NECESSARY.
  - WATER THE GARDEN DURING ITS ESTABLISHMENT AND EXTENDED DRY PERIODS. ONE INCH OF WATER PER WEEK IS RECOMMENDED.
  - DO NOT USE LAWN FERTILIZERS NEAR GARDEN AREA AS THIS WILL STIMULATE WEED GROWTH.
  - DO NOT USE LAWN FERTILIZERS NEAR GARDEN AREA AS THIS WILL STIMULATE WEED GROWTH.
  - SUPERVISION OF LOCAL FIRE DEPARTMENT (NATIVE PLANTS THRU FIRE MANAGEMENT).
- NOTE:**
- ALL NATIVE GRASS PLUGS ARE TO BE A MINIMUM 4.5" DEEP X 2" DIAMETER
  - CONTRACTOR TO PROVIDE SIGNED AND SEALED SHOP DRAWINGS TO BE APPROVED BY THE PROJECT ENGINEER AND MSD. CONTACT MSD AT 314.241.2272
  - DURING CONSTRUCTION, THE BIO-RETENTION AREAS MAY TRAP SEDIMENT. FINAL CONSTRUCTION AND PLANTING OF THE BIO-RETENTION AREAS SHALL BE COMPLETED AFTER SILT AND DEBRIS IS REMOVED.
  - HEAVY EQUIPMENT SHALL BE KEPT OFF OF THE SOIL MIX DURING CONSTRUCTION OPERATIONS TO AVOID COMPACTING, FOOT TRAFFIC AND PRE-SOILING TO AID NATURAL COMPACTION IS ALLOWABLE.
  - SOILS SHALL FALL IN THE RANGES OF S5 AND T1.
  - SEE CIVIL DRAWINGS FOR CROSS-SECTIONAL DETAILS OF MULCH AND SOIL MIXTURE.



**WOODSON RD.**

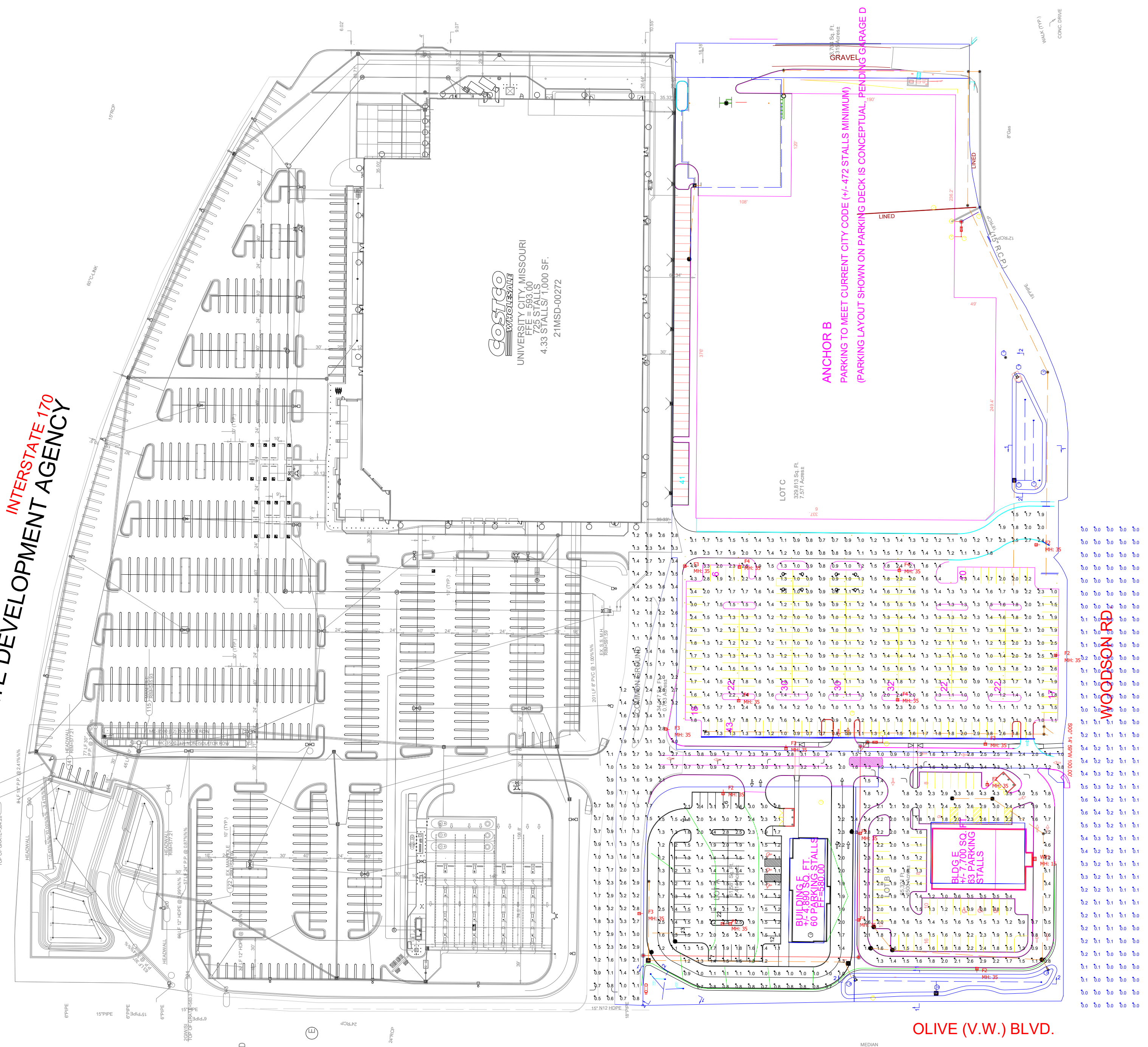
**SIGHT TRIANGLE (Typ)**

**NOTE:**

- MSD BASE 17K1
- PH 22MSD-00301
- ZIP CODE: 63130



BI STATE DEVELOPMENT AGENCY  
INTERSTATE 170



POLE FIXTURES MOUNTED 35' ABOVE GRADE INCLUDING BASE LIGHT LEVELS CALCULATED ON THE GROUND

Calculation Summary						
Label	CalcType	Units	Avg	Max	Min	Avg/Min
LOTS E & F	Illuminance	Fc	1.75	6.2	0.4	4.38
PARKING DECK	Illuminance	Fc	1.47	4.4	0.7	2.10
SHARED DRIVES	Illuminance	Fc	1.99	4.0	0.5	3.98
SPILL LIGHT	Illuminance	Fc	0.09	0.6	0.0	N.A.

Luminaire Schedule							
Symbol	Qty	Label	Arrangement	Lum. Watts	Total Watts	LLF	Description
	1	F1	BACK-BACK	172	344	0.900	PRV-XL-PA3A-740-U-5WQ - TWIN
	5	F2	SINGLE	303	1515	0.900	PRV-XL-PA4B-740-U-T4W-HSS
	5	F3	SINGLE	303	1515	0.900	PRV-XL-PA4B-740-U-T3
	6	F4	SINGLE	303	1818	0.900	PRV-XL-PA4B-740-U-5WQ
	1	WP1	SINGLE	113	113	0.912	GWC-AF-02-LED-E1-SL3

DESIGN IS BASED ON CURRENT INFORMATION PROVIDED AT THE TIME OF REQUEST. ANY CHANGES IN MOUNTING HEIGHT OR LOCATION, LAMP WATTAGE, LAMP TYPE, AND EXISTING FIELD CONDITIONS, THAT EFFECT ANY OF THE PREVIOUSLY MENTIONED, WILL VOID CURRENT LAYOUT AND REQUIRE A CHANGE REQUEST AND RECALCULATION.



**Department of Community Development**

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

**STAFF REPORT**

MEETING DATE: December 14, 2022

FILE NUMBER: REZ 22-11

COUNCIL DISTRICT: 3

Applicant: U. City, LLC

Location: Lot C and Common Ground 1, Market at Olive North (IV) – Near 8601 Olive Blvd

Request: Zoning Map Amendment from Planned Development Commercial District (PD-C) and Single-Family Residential District (SR), to Planned Development Commercial District (PD-C) and to further consider approval of a Preliminary Site Development Plan

Existing Zoning: Planned Development Commercial District (PD-C) and Single-Family Residential District (SR)

Proposed Zoning: Planned Development Commercial District (PD-C)

Existing Land Use: Vacant land; single-family homes to be demolished

Proposed Land Use: Large retail development

Surrounding Zoning:

North: **IC** – Industrial Commercial

East: **SR** – Single-Family Residential /  
**GC** – General Commercial District

South: **PD-C** – Planned Development Commercial District

West: **PD-C** – Planned Development Commercial District

COMPREHENSIVE PLAN CONFORMANCE

Yes     No     No reference

PLAN COMMISSION RECOMMENDATION

Approval     Approval with Conditions in Resolution     Denial

ATTACHMENTS

- A. Map Amendment Application
- B. Preliminary Site Development Plan
- C. Building Elevations

## Applicant's Request

The Applicant, U. City, LLC, is requesting that the subject property be rezoned from Planned Development Commercial District (PD-C) and Single-family Residential District (SR) to Planned Development Commercial District (PD-C), and to further consider approval of a Preliminary Site Development Plan.

The proposed rezoning and preliminary site development plan is for Lot C of Market at Olive Phase IV, a 7.5-acre site which includes a 148,095-square foot retail store, as well as Common Ground 1 of Market at Olive Phase IV (0.3 acres). The retail building will be served by a two-level parking deck, which is described in more detail below in the analysis section of this report.

## Background

The Market at Olive development plans have evolved over the approximately three and a half years since the Redevelopment Plan was adopted by the City Council in June 2019. Redevelopment Area 1 (RPA1), synonymous with the "Market at Olive" development, is the commercial redevelopment at Olive Boulevard and I-170. In the most recent and final iterations, Market at Olive encompasses four phases as described in the below list.

- Phase I: the Costco site north of Olive Blvd. (Status: Construction Complete)
- Phase II: the area south of Olive Blvd, west of McKnight Rd and includes four lots with retail/restaurant buildings fronting Olive Blvd. (Status: Rezoning & Final Development Plan Approved)
- Phase III: the area at the southeast corner of Olive Blvd and I-170, which has yet to be presented to the Plan Commission, but is expected to include a grocery store with two smaller restaurant/retail buildings fronting Olive Blvd. (Status: Not Yet Submitted)
- Phase IV: the area at the northwest corner of Olive Blvd and Woodson Rd, which contains three lots:
  - Lot A: 4,930 square-foot fast-food restaurant with drive-thru (Status: Rezoning and Final Development Plan Approved)
  - Lot B: 7,700 square-foot multi-tenant retail building with drive-thru (Status: Rezoning Approved, Final Development Plan Proposed)
  - Lot C: subject property, proposed 148,095-square foot retail store (Status: Rezoning and Preliminary Site Development Plan Proposed)

In 2020, prior to the sale of the Market at Olive development area, Novus Companies proposed to rezone the areas within Redevelopment Project Area 1 now referred to as Phase II, Phase III, and Phase IV of Market at Olive to Planned Development Commercial (PD-C). As part of this proposal for Phases II through IV, Novus had proposed to develop the subject property (Phase IV Lot C) into a retail building with 86,000 square feet, divided into three tenant spaces. The Plan Commission recommended approval of the Novus proposal on December 23, 2020, but the City Council decided not to take action on the rezoning until Novus had gained control of the property. No further action was taken on the rezoning proposal for the site and the Market at Olive development area was sold in 2021 to the current development group.

The proposed development of Lot C is consistent with the intent of the overall Market at Olive development plan, but differs from what was originally proposed on this site in 2020.

## Existing Property

The existing property where the retail store is proposed is just north of Olive Boulevard, with frontage along Woodson Road, and is known as Lot C of Market at Olive Phase IV. Demolition of the remaining single-family homes that were acquired for the proposed development is currently underway at the time of writing. To the south of the subject site and with direct frontage

on Olive Blvd, are the two smaller commercial lots in Phase IV, one of which will be developed into a drive-thru fast-food restaurant (Lot A), and the other into a multi-tenant retail building with drive-thru (Lot B).

The existing site slopes from north to south, and similarly to the Costco site, the three Phase IV sites will be elevated from the street level and reinforced with a retaining wall. Lot C is proposed to be further elevated above Lots A and B. The elevation of the commercial developments generally allows for level access to the building from the parking areas, which is described in detail in the analysis section of this report.

## Analysis

### Land Use and Zoning

The purpose of “PD”, Planned Development Districts, as set forth in Section 400.720 of the Zoning Code, is to allow for flexibility to create developments that better adapt 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 proposed use as retail store providing for the sale of consumer goods normally found in a shopping center, is a permitted use within General Commercial (GC) district and is therefore an appropriate use in the PD-C district. The subject site is designated as single-family and commercial per Map 23 of the 2005 Comprehensive Plan. Below is a summary of the surrounding land uses and zoning districts, as well as “Proposed Land Use” (PLU) designations per Map 23 of the 2005 Comprehensive Plan.

	<i>Land Use</i>	<i>Zoning</i>	<i>PLU Designations</i>
<i>West</i>	<i>Regional commercial (Costco)</i>	<i>PD-C</i>	<i>Institution; Industrial/Utility; and Mixed-Use/Transit Oriented Development</i>
<i>East</i>	<i>Single-family homes, retail/restaurant on Olive Blvd</i>	<i>SR, GC</i>	<i>Single-Family and Commercial</i>
<i>North</i>	<i>Equipment supply company (Wiese USA)</i>	<i>IC</i>	<i>Industrial/Utility</i>
<i>South</i>	<i>Retail and fast-food restaurants with drive-thrus</i>	<i>PD-C</i>	<i>Commercial, Institution, Mixed-Use/Transit Oriented Development</i>

### Density & Dimensional Regulations

Density and dimensional regulations for PD-C Planned Development Commercial developments are set forth in Section 400.780 of the Zoning Code, which also states that the approval of a development plan may provide for exceptions from the regulations associated traditional zoning districts as may be necessary to achieve the objectives of the proposed development.

The PD-C District establishes the following dimensional regulations:

1. Site coverage – Total site coverage in PD-C districts is limited to 70% but may be allowed to increase to 90% if the development plan can demonstrate compliance with four or more of the performance criteria detailed in §400.780(D)(2). The applicant proposes site coverage of 88.99% and has demonstrated compliance with 6 out of the 11 criteria (bolded below, with descriptions in blue of how the design meets the criteria).
  - a. **Incorporate storm drainage detention/retention facilities as a site amenity**



*(bioretention basins will be planted and provide visual interest along Woodson)*

- b. **Install storm drainage detention facilities underground** *(two underground basins are provided—one at the northwest corner of the site near the loading area, and one at the southeast corner of the site underneath the parking deck)*
  - c. **Resolution or mitigation of existing off-site storm drainage problems (e.g., drainage channel erosion)** *(due to downstream problems, the detention on this site is designed as if the current site is all grass; proposed runoff rates will be less than an all-grass site and significantly less than the existing conditions)*
  - d. Increasing parking lot landscaping by fifty percent (50%) more than otherwise required
  - e. **Submitting for approval developments on tracts that are five (5) or more acres in size** *(site is greater than 5 acres)*
  - f. **Design of principal access to the development tract at an approved location that allows for shared access by an adjacent property** *(main access drive from Olive Blvd is shared with Costco and frontage lots)*
  - g. Construction of separate-grade pedestrian and bicycle paths
  - h. **Providing for screened loading and unloading areas** *(loading dock is in a protected area, only visible from the back of the existing property to the north and the back of the Costco building)*
  - i. Providing for mixed-use developments that include community facilities that further the goals, objectives and policies of the Comprehensive Plan
  - j. Demonstration of a development using innovative architectural, site planning and land use design and of such quality as to set an excellent example for subsequent development or redevelopment projects
  - k. Any other performance criteria that further the goals, objectives and policies of the Comprehensive Plan and that, in the opinion of the Plan Commission and City Council, warrant the approval of development bonuses.
2. **Signage.** Currently, no signage has been proposed for the site. No special exceptions or deviations from the signage section of the Zoning Code are requested nor recommended.
3. **Perimeter Buffer Requirements.** Where a PD-C district abuts a residential district, a minimum 50' buffer is required between the two districts, with landscaping requirements in accordance with Article V, Division 6 of the Zoning Code. This requirement applies to the development (per code definition of "abutting"), but Woodson Road lies between the proposed commercial and the existing residential, separating the two districts by about 60'. Landscaping requirements for buffers include a minimum 10'-wide landscaped area with at least one evergreen tree per 20' of lineal feet of common property line, a mix of canopy trees and shrubs, and a site-proof fence at the property line. Given constraints at the northeast corner of the site, the fence requirement shall be waived, as long as the applicant can demonstrate effective screening with trees and shrubs along the eastern property line.

#### Additional Density & Dimensional Regulations

The PD-C District does not establish its own regulations for all density and dimensional characteristics, but simply states that approval of the development plan may provide for such exceptions from the regulations associated with traditional zoning districts as may be necessary

to achieve the objectives of the proposed development. The regulations set forth in General Commercial (GC), the associated traditional zoning district for the subject development, can be used as a frame of reference to evaluate the proposed design.

1. Building Height. In the GC District, principal buildings are generally not to exceed 35'. Certain building elements are exempted from this maximum height, such as chimneys, ornamental towers, and mechanical equipment which are usually required to be placed above the roof level. The proposed retail store will have a general height of 26' from the finished floor of the building, with periodic decorative parapets to create visual interest reaching 32', and one ornamental tower at the southwest corner reaching 50'. The proposed building heights comply.

However, given the existing slope of the site and the need for the main level parking to be at the same elevation as the building entrance, the experience of the building height is quite different at various points on the site. On the north and east sides of the building, the foundation walls will be extended/exposed. Standing on the sidewalk at the northeast corner of the site, the experience of the building height will be more like 49' feet, due to the exposed/extended foundation walls. Landscape screening and building design elements along the north and east sides of the site shall be utilized to mitigate the visual impact of the perceived building height from the northeast corner. The proposed building elevations include some design elements (windows, decorative panels, and metal awnings) at this corner to reduce the perceived scale of the building and to vary the design of the façade.

2. Building Setbacks. There are two minimum building setback requirements in the GC District—right-of-way setback and property line setbacks. The proposed building location complies with both setback regulations.

### Pedestrian Access

The topography of the existing site and the proposed grading of the site create limitations on providing accessible pedestrian paths which comply with ADA requirements. Staff is continuing to work with the applicant to find feasible opportunities to improve pedestrian safety and access *within* the site and *to* the site from public sidewalks and from other establishments in the Market at Olive development.

- Staff believes the proposed development could significantly increase pedestrian activity to the site, especially from the neighborhoods to the east and northeast. Without safe pedestrian facilities, such as a crosswalk and sidewalks on the east side on Woodson, it is likely that many pedestrians will unsafely shortcut by crossing Woodson farther north. Staff urges the applicant to work with both the city and county to explore feasible improvements to ensure pedestrian safety and access.
- The proposed design provides sidewalk along the west side of Woodson. Streetlights and street trees along this portion of the public sidewalk are recommended to improve pedestrian security.
- The internal pedestrian paths provided for Lot C do not connect in the southwest portion of the site. The applicant shall work with city staff to find solutions to create a continuous pedestrian path around the perimeter of the parking area.

### Building Access

The development will also be required to meet the bicycle parking requirements per §400.2150.

### Building Design

As the applicant further develops the building and site design, the Olive Boulevard Design

Guidelines shall be reviewed and addressed.

### Parking

The proposed development will feature two levels of parking. The main-level parking will be at the same elevation as the entrance to the retail store and will be accessed directly from Woodson Road and from the shared drive adjacent to Costco. The lower-level parking will be directly below the main-level and will be accessed from the new drive to the south of this parcel. Customers utilizing lower-level parking will enter the store via a lower-level lobby and elevator area.

Per Ordinance No. 7191, adopted September 12, 2022, the parking requirements for large retail stores over 45,000 square feet with warehouse/distribution space are calculated differently than smaller retail stores. The proposed development meets the minimum parking requirements, providing 498 spaces.

### Vehicular Access/Circulation

Four access points to the site are proposed. The main-level parking area will be accessed directly from Woodson Road, and from the shared Costco drive on the west side of the site. There will be two access points to the lower-level parking area, both from the shared access drive to the south of the site. The south access drive, which also serves Lots A and B, limits traffic coming from Woodson to only left turns into the site. It is unclear whether the site's direct access point on Woodson allows left turns.

A traffic study was conducted for the entire Market at Olive development in 2020, recommending improvements to Olive Boulevard which have since been completed. However, the proposed development on Lot C has changed significantly since the traffic study was conducted, nor did the study analyze impacts to Woodson Road at Alfred Avenue (which will become a commercial access drive for trucks and service vehicles). Staff believes further study is required from the applicant to assess the impacts to Woodson Road based on the new design.

### Landscaping Plan

A landscaping plan was not provided with the preliminary development plan submittal. The applicant will be required to submit a plan meeting the city's landscaping standards along with a future Final Development Plan submittal.

### Photometric Plan

A photometric plan was not provided with the preliminary development plan submittal. The applicant will be required to submit a plan meeting the city's lighting standards along with a future Final Development Plan submittal.

### Comprehensive Plan

It is staff's opinion that the proposed development is consistent with the goals and objectives of the University City Comprehensive Plan Update of 2005. Applicable sections from the Plan Update that support this opinion include:

Chapter 3, of the Comprehensive Plan Update of 2005, under Commercial, as a general policy, states, *"The City will support the redevelopment of Olive Boulevard for commercial and mixed uses."*

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### **Conclusion/Recommendation**

Based on this report's analysis Staff recommends approval of the Applicant's proposed Map Amendment and Preliminary Site Development Plan with the following conditions:

1. The use associated with this development shall be for a regional retail store, with approximately 148,095-square feet with a two-level parking deck.
2. The applicant shall work with city staff to study solutions to improve pedestrian access both within and to the site, and provide or make future accommodations for improvements such as:
  - a. Pedestrian lighting for sidewalk along the west side of Woodson Road.
  - b. Crosswalk on Woodson Road near the northeast corner of the subject property.
  - c. Sidewalk along the east side of Woodson Road.
  - d. Sidewalk along the west and south sides of the parking area so that pedestrian access is continuous around the perimeter of the parking area.
  - e. To accommodate the above improvements, the applicant shall work with city staff to find opportunities to adjust other standards in the Zoning Code, which shall be presented to the Plan Commission in the Final Development Plan.
3. Further analysis of the proposed development's impact to Woodson Road, given the changes proposed since the 2020 traffic impact study, as discussed in the report above.
4. As part of the Final Development submittal, the below items shall be provided:
  - a. Response to condition #2.
  - b. Revised building elevations which fully illustrate the exposed foundation walls visible on the north and east sides of the building in relation to the grade at the right-of-way.
  - c. Bicycle parking spaces as required per § 400.2145 shall be provided as part of the Final Development submittal.
  - d. A detailed landscape plan demonstrating compliance with the §400.1190(A)(1) and §400.2040. The requirement for a fence on the east property line is waived.
  - e. A detailed photometric meeting the city's lighting standards shall be provided along with the Final Development Plan submittal.
5. The buildings and property shall be developed, constructed, and maintained in compliance with the plans submitted and attached. The footprint and general layout are subject to the plans dated November 21, 2022.
6. A detailed construction traffic control and parking plan should be submitted to the Director of Planning & 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.



Department of Community Development

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

APPLICATION FOR ZONING MAP AMENDMENT:

Address / Location / Site of Building

1. Current Zoning District (Check one):

CC GC HR HRO IC LC LR MR PA PD SR

2. Proposed Zoning District (Check one):

CC GC HR HRO IC LC LR MR PA PD SR

3. State proposed use:

Retail

4. Describe existing premises:

Currently under demolition

5. Describe proposed construction (please attach additional narrative):

See Attached

6. State applicant's name, address and daytime telephone number:

Larry Chapman, VP of CRG Services Management (as manager for U. City, L.L.C.)

1401 S. Brentwood, Suite 625, St. Louis, MO 63144; 314-370-6801

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:

n/a

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.

11-21-22 Date

Applicant's Signature and Title

FOR OFFICE USE ONLY

Date: Application first received of

Application fee in the amount of \$ Receipt #

## Market at Olive North- Lot C and Common Ground 1 Zoning Amendment

### 5. Describe proposed construction

The proposed building is a +/- 148,095 square foot building with an attached two-level parking deck. The upper level of the parking deck will be at the same elevation as the building finish floor level. Vehicular traffic will get to this level directly from Woodson or from the shared drive adjacent to Costco.

The lower-level parking will have access to a lower-level lobby and elevator area. Vehicular traffic can enter the lower parking level from the new drive to the south of this parcel.

Additional surface parking will be provided to the west of the building. Exact parking numbers will depend on the final garage design, but a minimum of 498 spaces will be provided in accordance with the city code per the text amendment recently passed.

The building will height will generally be 26' above finish floor, with a higher tower element at the southwest corner. Due to the varied topography of the site, the east and north side of the building will have exposed/extended foundation walls.

The building will have ADA sidewalk access from Woodson Rd.

Stormwater management will be provided by an underground storage system below the garage lower level, a bioretention basin and a Stormtech system.

### Site Coverage

The proposed site coverage is 88.99%. City code allows for up to 90% coverage if at least four (4) of the performance criteria are met. This site meets the following eight (8) criteria:

- a. Incorporate storm drainage detention/retention facilities as a site amenity; *The bioretention basin will be planted and will provide visual interest along Woodson*
- b. Install storm drainage detention facilities underground; *Two underground basins are provided*
- c. Resolution or mitigation of existing off-site storm drainage problems (e.g., drainage channel erosion); *Due to downstream problems, the detention on this site is designed as if the current site is all grass. Proposed runoff rates will be less than an all grass site and significantly less than the actual existing conditions.*
- e. Submitting for approval developments on tracts that are five (5) or more acres in size; *Site is more than 5 acres*
- f. Design of principal access to the development tract at an approved location that allows for shared access by an adjacent property; *Main access drive off of Olive is shared with Costco and frontage lots*
- h. Providing for screened loading and unloading areas; *Loading dock is in a protected area, only visible from the back of the existing property to the north and the back of the Costco building.*

j. Demonstration of a development using innovative architectural, site planning and land use design and of such quality as to set an excellent example for subsequent development or redevelopment projects; *Innovative architectural and site design are providing the best use of the site*

k. Any other performance criteria that further the goals, objectives and policies of the Comprehensive Plan and that, in the opinion of the Plan Commission and City Council, warrant the approval of development bonuses. *This development will provide significant revenues in accordance with comprehensive plan*



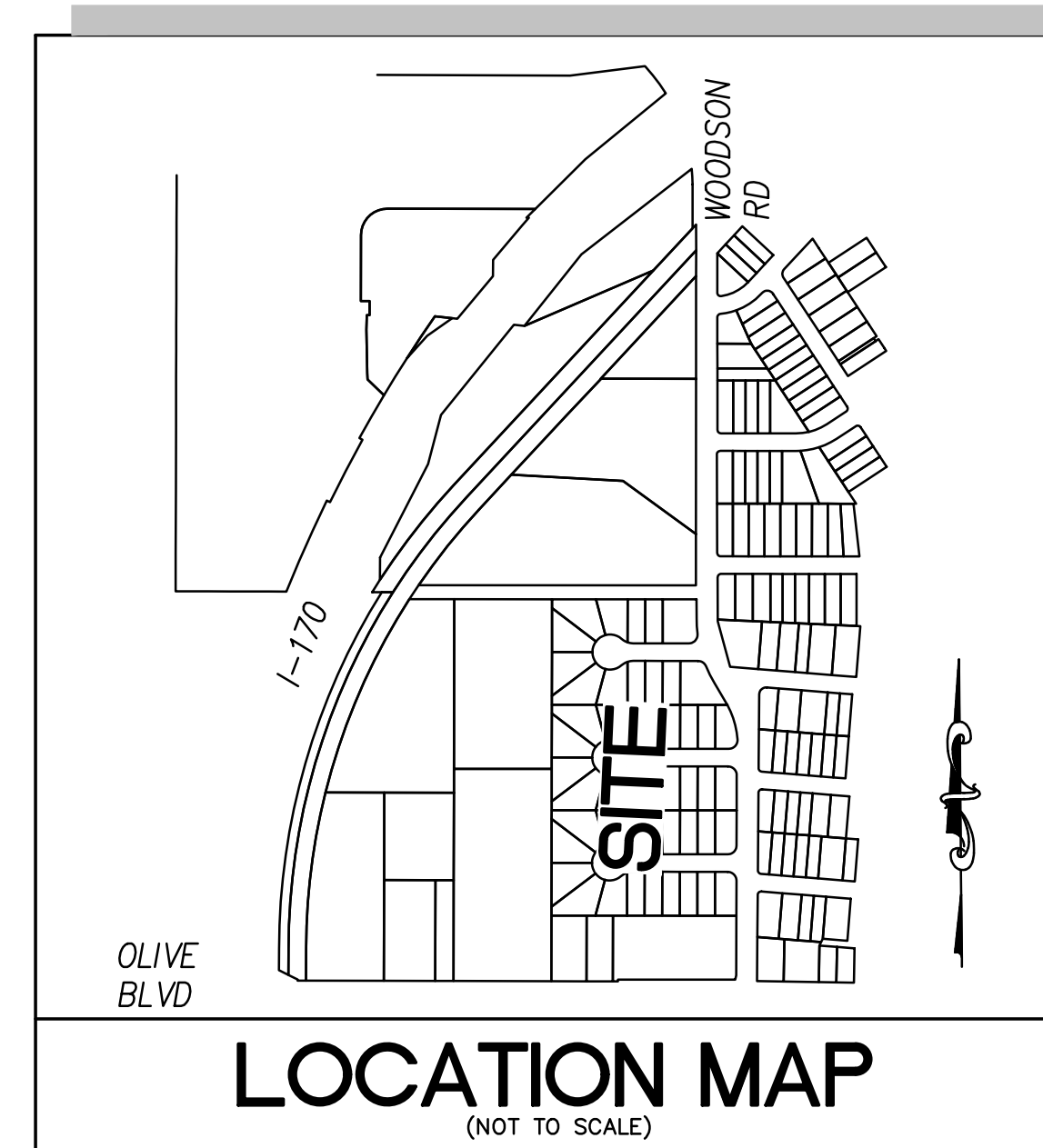
# MARKET AT OLIVE NORTH- LOT C AND COMMON GROUND 1

A TRACT OF LAND BEING LOT C AND A TRACT OF LAND BEING COMMON GROUND 1 OF MARKET AT OLIVE PLAT 4  
RECORDED IN PLAT BOOK 370 PAGES 516-517  
UNIVERSITY CITY, ST. LOUIS COUNTY, MISSOURI

## PRELIMINARY DEVELOPMENT PLAN

LEGEND	
	BENCH MARK
	FOUND IRON ROD
	FOUND IRON PIPE
	RIGHT OF WAY MARKER
	UTILITY POLE SUPPORT POLE
	UTILITY POLE WITH LIGHT
	LIGHT STANDARD
	ELECTRIC METER
	ELECTRIC MANHOLE
	ELECTRIC PEDESTAL
	ELECTRIC SPICE BOX
	ELECTRIC BREAKER
	GAS DRIP
	GAS METER
	GAS VALVE
	TELEPHONE MANHOLE
	TELEPHONE PEDESTAL
	TELEPHONE SPICE BOX
	CABLE TV PEDESTAL
	FIRE HYDRANT
	FIRE DEPARTMENT CONNECTION
	WATER MANHOLE
	WATER METER
	WATER VALVE
	POST INDICATOR VALVE
	CLEAN OUT
	STORM MANHOLE
	GRATED MANHOLE
	STORMWATER INLET
	GRATED STORMWATER INLET
	SANITARY MANHOLE
	TREE
	BUSH
	TRAFFIC SIGNAL
	PARKING METER
	STREET SIGN
	SPRINKLER
	MAIL BOX

ABBREVIATIONS	
C.O.	CLEANOUT
DB	DEED BOOK
E	ELECTRIC
FL	FLOWLINE
FT	FEET
FND.	FOUND
G	GAS
M.H.	MANHOLE
N/F	NOW OR FORMERLY
PL	PLAT BOOK
PS	PAGE
P.V.C.	POLYVINYL CHLORIDE PIPE
R.B.	RADIAL BEARING
R.C.P.	REINFORCED CONCRETE PIPE
SC	SQUARE
T	TELEPHONE CABLE
TBR	TO BE REMOVED
V.C.P.	VETRIFIED CLAY PIPE
W	WATER
(86'W)	RIGHT-OF-WAY WIDTH



## SHEET INDEX

C1.0	TITLE SHEET
C2.0	EXISTING CONDITIONS/DEMOLITION PLAN
C3.0	SITE PLAN
C4.0	SITE & GRADING PLAN
C5.0	SITE UTILITY PLAN

## SITE COVERAGE

PROPOSED SITE COVERAGE=88.99%
6.95 AC BUILDING/DRIVES/PARKING
7.81 ACRES TOTAL
6.95 AC/7.81 AC= 88.99%

## SITE INFORMATION

OWNER	= U CITY LLC
CITY	= UNIVERSITY CITY
FIRE DISTRICT	= UNIVERSITY CITY FIRE DEPARTMENT
SEWER DISTRICT	= METROPOLITAN ST. LOUIS SEWER DIST.
WATER SERVICE	= MISSOURI AMERICAN WATER
GAS SERVICE	= SPIRE ENERGY
ELECTRIC SERVICE	= AMEREN MISSOURI
PHONE SERVICE	= AT&T
FLOOD MAPS	= 29189C0211K
EXISTING ZONING	= SR SINGLE FAMILY RESIDENTIAL
PROPOSED ZONING	= PD-C PLANNED DEVELOPMENT COMMERCIAL
SITE AREA	= 7.492 AC (LOT C)
	= 0.135 AC (COMMON GROUND 1)
	= 11.72 ACRES (ENTIRE MARKET AT OLIVE PLAT 4)

## PARKING CALCULATIONS

ANCHOR B (LOT C)	
REQUIRED PARKING:	
LARGE FORMAT RETAIL	
RETAIL SPACE	
1 SPACE PER 250 SQUARE FEET FLOOR AREA	
116,365 SQ FT/250=465.46 SPACES	
SPACES REQUIRED:	465 SPACES
WAREHOUSE/DISTRIBUTION SPACE	
1 SPACE PER 1000 SQUARE FEET FLOOR AREA	
32,830 SQ FT/1000=32.83 SPACES	
SPACES REQUIRED:	33 SPACES
TOTAL REQUIRED	498 SPACES

PROPOSED PARKING:	MINIMUM*	498 SPACES
INCLUDING 9+* ADA SPACES PER ADA STANDARDS		
*NUMBER OF PROVIDED PARKING STALLS PENDING GARAGE DESIGN		
MINIMUM OF 498 STALLS TO BE PROVIDED PER CITY CODE		
PROVIDED ADA STALLS TO BE INCREASED AS NEEDED TO MEET ADA STANDARDS		

## ST. LOUIS COUNTY BENCHMARK

BENCHMARK#14511 N141088 Euv = 567.33  
Cut "L" on the northeast corner of the easternmost of two traffic signal control boxes situated southwest of the intersection of Olive Boulevard with McKnight Road from the south and Woodson Road from the north, roughly 51' west of centerline McKnight Road and 41' south of centerline Olive Boulevard.

GENERAL NOTES:  
1) Basis of Bearings Missouri State Plane Grid North

## UTILITY NOTE

UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS, RECORDS AND INFORMATION, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER OR LOCATION OF THESE FACILITIES, STRUCTURES AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319 RSMo.

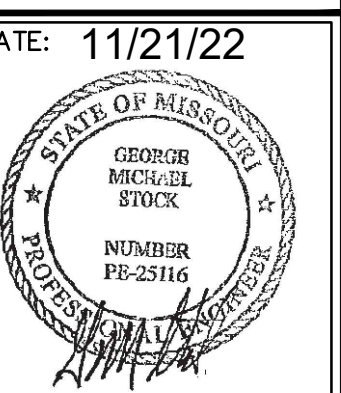


PREPARED FOR:  
SENEGA & CHAPMAN VENTURES LLC  
1600 S. BRENTWOOD BLVD., SUITE 625  
ST. LOUIS, MO. 63144  
ATTN: MR. LARRY CHAPMAN-PRINCIPAL

PREPARED BY:  
**STOCK & ASSOCIATES**  
Consulting Engineers, Inc.  
267 Chesterfield Business Parkway  
St. Louis, MO 63005 PH: (636) 530-9300  
530-9300 FAX: (636) 530-9300  
e-mail: general@stockinc.com  
Web: www.stockinc.com

PRELIMINARY DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-  
LOT C AND COMMON GROUND #1**

UNIVERSITY CITY, MISSOURI



DATE: 11/21/22  
GEORGE M. STOCK E-25116  
CIVIL ENGINEER  
CERTIFICATE OF AUTHORITY  
NUMBER: 000996

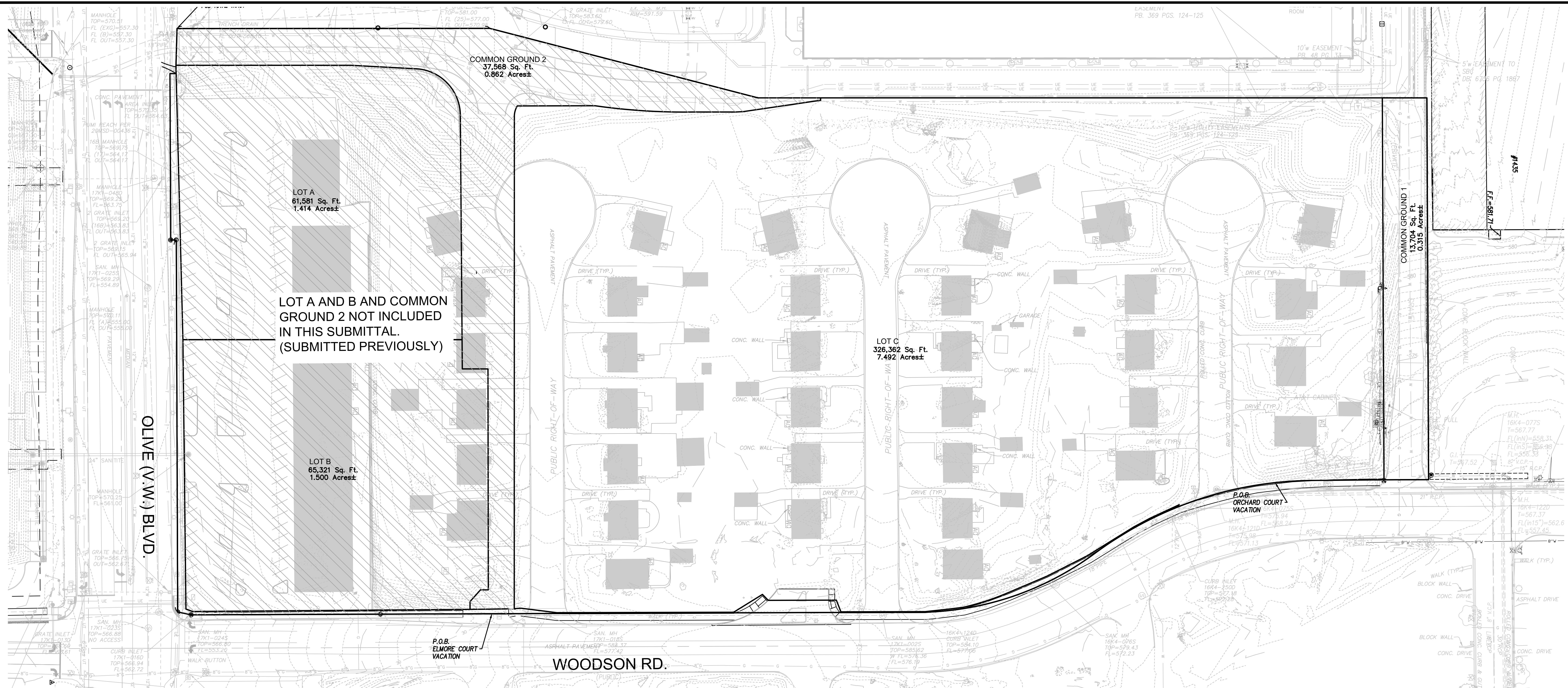
REVISIONS:

DATE	BY	DESCRIPTION
11/21/2022	GM.S.	ISSUE FOR PERMIT

TITLE SHEET

SHEET NO.: C1.0





LOT A  
61,581 Sq. Ft.  
1.414 Acres

LOT A AND B AND COMMON  
GROUND 2 NOT INCLUDED  
IN THIS SUBMITTAL.  
(SUBMITTED PREVIOUSLY)

LOT B  
65,321 Sq. Ft.  
1.500 Acres

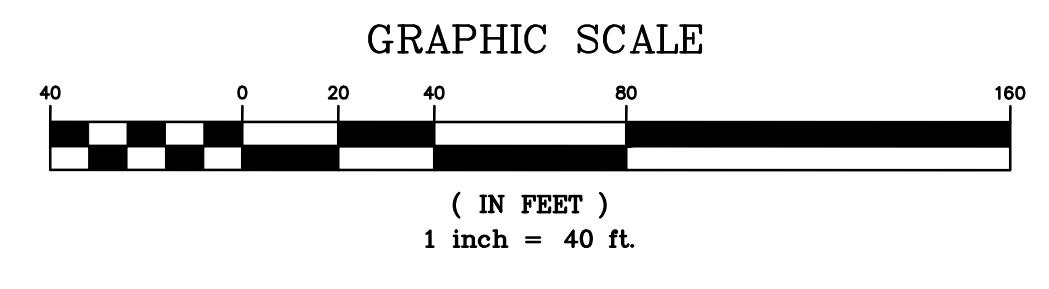
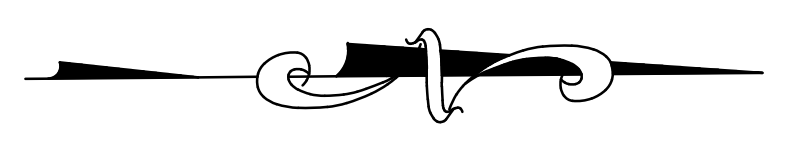
LOT C  
326,362 Sq. Ft.  
7.492 Acres

COMMON GROUND 1  
13,704 Sq. Ft.  
0.315 Acres

COMMON GROUND 2  
37,568 Sq. Ft.  
0.862 Acres

OLIVE (N.W.) BLVD.

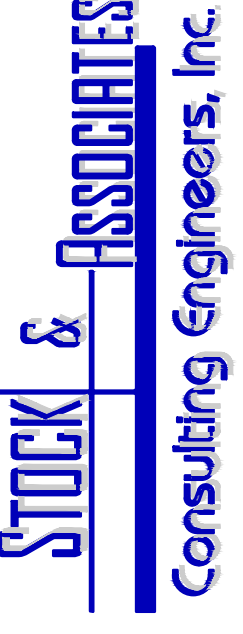
WOODSON RD.



**UTILITY NOTE**

UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS, RECORDS AND INFORMATION, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER, OR LOCATION OF THESE FACILITIES, STRUCTURES AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319 RSMo..

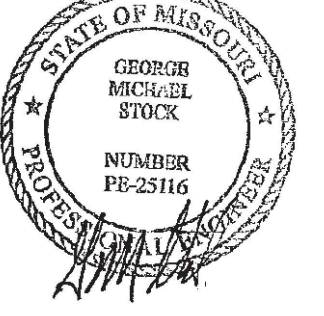
PREPARED BY:



PRELIMINARY DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-  
LOT C AND COMMON GROUND #1**

UNIVERSITY CITY, MISSOURI

DATE: 11/21/22



GEORGE M. STOCK E-25116  
CIVIL ENGINEER  
CERTIFICATE OF AUTHORITY  
NUMBER: 000996

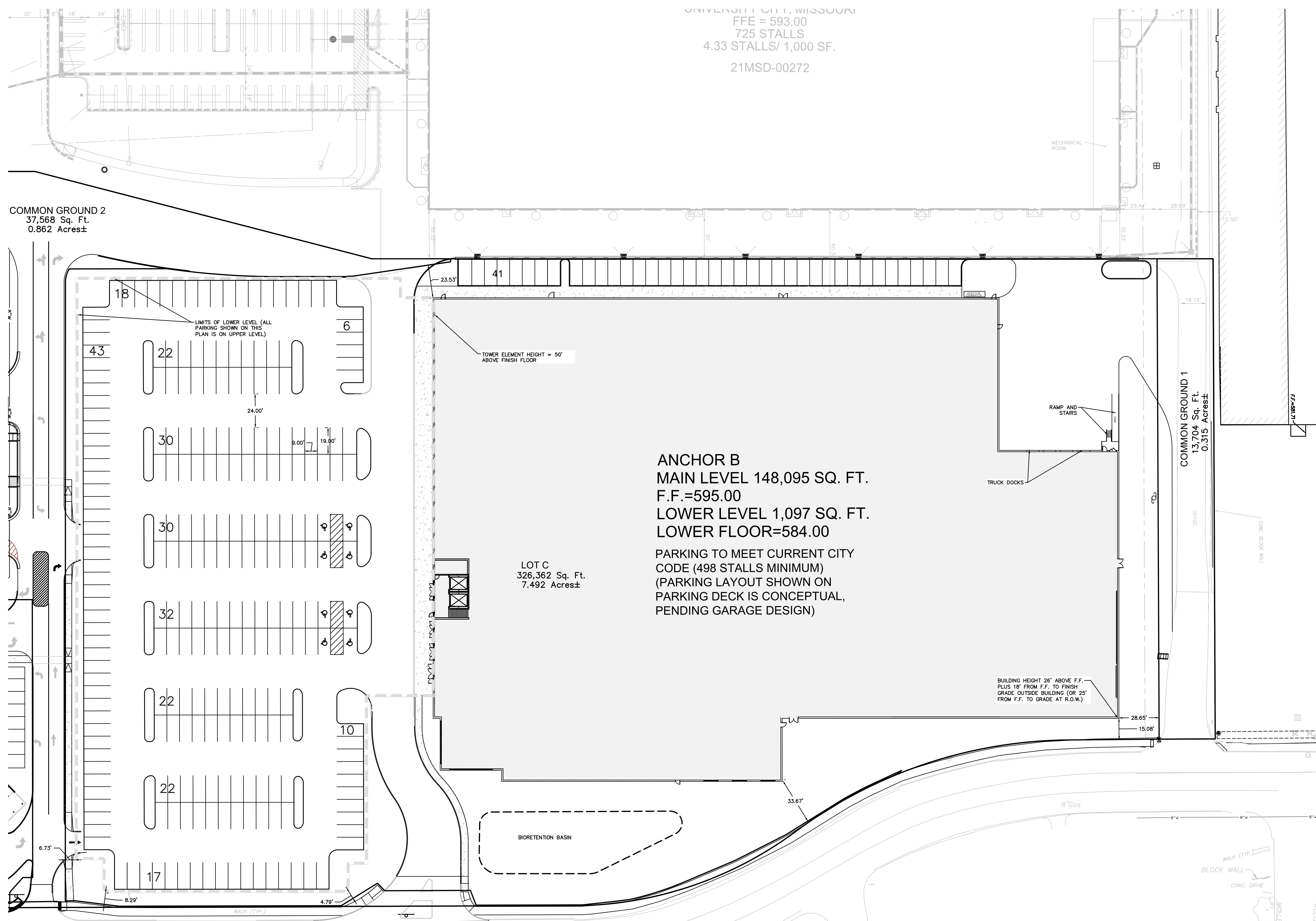
REVISIONS:

DRAWN BY: A.M.G.	CHECKED BY: G.M.S.
DATE: 11/21/2022	JOB NO: 217-6193
KEY: P # P-XXXX-XX	BASE MAP # XX
S.L.C. MAT # XXXX	MAT SUP. XX-XXX-XX
M.D.N.R. # XX	

SHEET TITLE:  
**EXISTING  
CONDITIONS/  
DEMOLITION PLAN**

SHEET NO.:  
**C2.0**





UNIVERSITY CITY, MISSOURI  
 FFE = 593.00  
 725 STALLS  
 4.33 STALLS/ 1,000 SF.  
 21MSD-00272

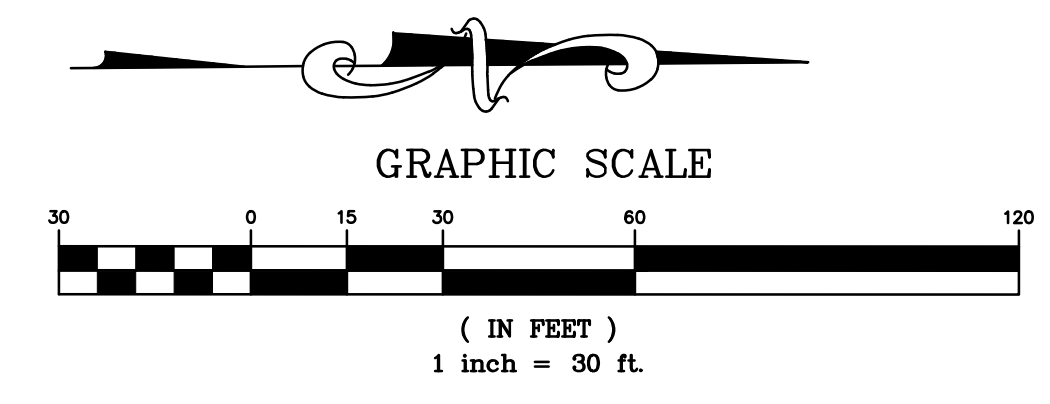
COMMON GROUND 2  
 37,568 Sq. Ft.  
 0.862 Acres±

**ANCHOR B**  
 MAIN LEVEL 148,095 SQ. FT.  
 F.F.=595.00  
 LOWER LEVEL 1,097 SQ. FT.  
 LOWER FLOOR=584.00  
 PARKING TO MEET CURRENT CITY  
 CODE (498 STALLS MINIMUM)  
 (PARKING LAYOUT SHOWN ON  
 PARKING DECK IS CONCEPTUAL,  
 PENDING GARAGE DESIGN)

LOT C  
 326,362 Sq. Ft.  
 7.492 Acres±

BUILDING HEIGHT 26' ABOVE F.F. -  
 PLUS 18' FROM F.F. TO FINISH  
 GRADE OUTSIDE BUILDING (OR 25'  
 FROM F.F. TO GRADE AT R.O.W.)

WOODSON RD.



PREPARED BY:  
**STOCK & ASSOCIATES**  
 Consulting Engineers, Inc.  
 257 Chesterfield Business Parkway  
 St. Louis, MO 63105 PH: (636)  
 530-9100 FAX: (636) 530-9100  
 e-mail: general@stockassoc.com  
 Web: www.stockassoc.com

PRELIMINARY DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-  
 LOT C AND COMMON GROUND #1**

UNIVERSITY CITY, MISSOURI

DATE: 11/21/22

GEORGE M. STOCK E-25116  
 CIVIL ENGINEER  
 CERTIFICATE OF AUTHORITY  
 NUMBER: 000996

REVISIONS:

DRAWN BY: A.M.G.	CHECKED BY: G.M.S.
DATE: 11/21/2022	JOB NO: 217-6193
KEY: P # P-XXXX-XX	BASE MAP # XX
S.L.C. MAT # XXXX	MAT SUP. XX-XXX-XX
M.D.N.R. # XX	

SHEET TITLE:  
**SITE PLAN**

SHEET NO.:  
**C3.0**



**WHOLESALE**  
 UNIVERSITY CITY, MISSOURI  
 FFE = 593.00  
 725 STALLS  
 4.33 STALLS/ 1,000 SF.  
 21MSD-00272

DB. 2912 PG. 629

10'w ELEC. EASEMENT  
 DB. 3051 PG. 133

INGRESS/EGRESS  
 EASEMENT  
 PB. 369 PGS. 124-125

10'w EASEMENT  
 PB. 48 PG. 133

COMMON GROUND 2  
 37,568 Sq. Ft.  
 0.862 Acres±

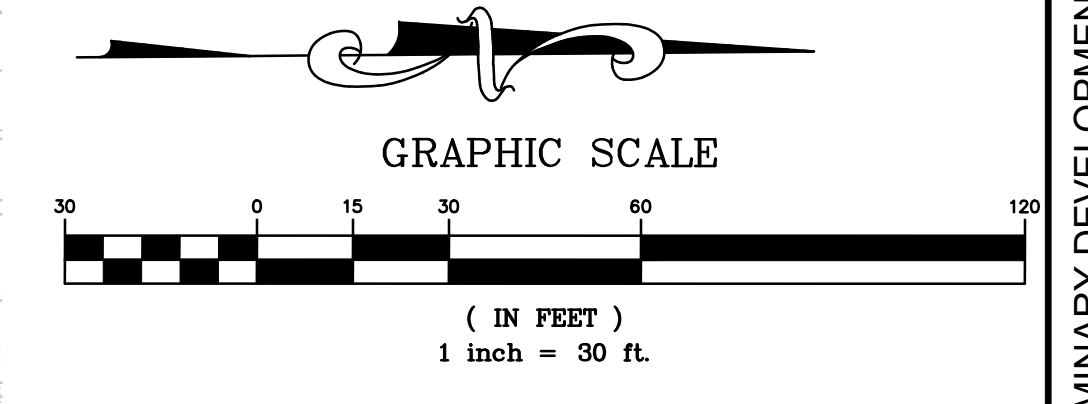
COMMON GROUND 1  
 13,704 Sq. Ft.  
 0.315 Acres±

**ANCHOR B**  
 MAIN LEVEL 148,095 SQ. FT.  
 F.F.=595.00  
 LOWER LEVEL 1,097 SQ. FT.  
 LOWER FLOOR=584.00

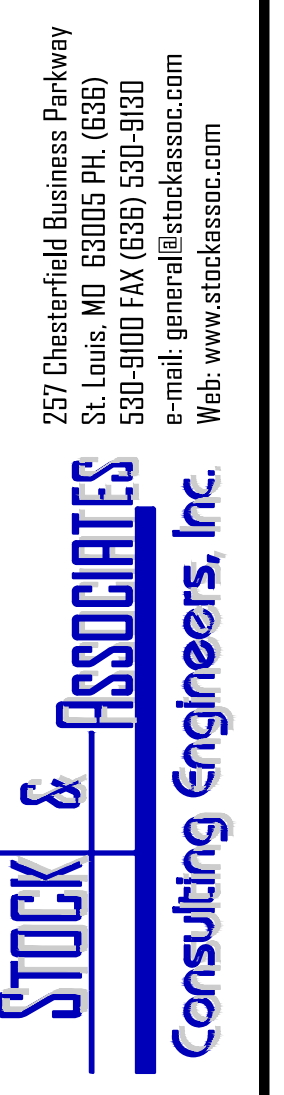
LOT C  
 326,362 Sq. Ft.  
 7.492 Acres±

AT GRADE ENTRANCE  
 DRIVE UP TO MAIN LEVEL

**WOODSON RD.**



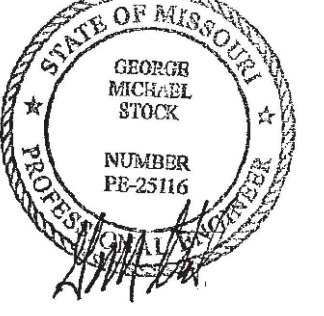
PREPARED BY:



PRELIMINARY DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-  
 LOT C AND COMMON GROUND #1**

UNIVERSITY CITY, MISSOURI

DATE: 11/21/22



GEORGE M. STOCK E-25116  
 CIVIL ENGINEER  
 CERTIFICATE OF AUTHORITY  
 NUMBER: 000996

REVISIONS:

DRAWN BY: A.M.G.	CHECKED BY: G.M.S.
DATE: 11/21/2022	JOB NO: 217-6193
KEY: P # P-XXXX-XX	BASE MAP # XX
S.L.C. MAT # XXXX	MAT SUP. XX-XXX-XX
M.D.N.R. # XX	

SHEET TITLE:  
**SITE &  
 GRADING PLAN**  
 SHEET NO.:  
**C4.0**





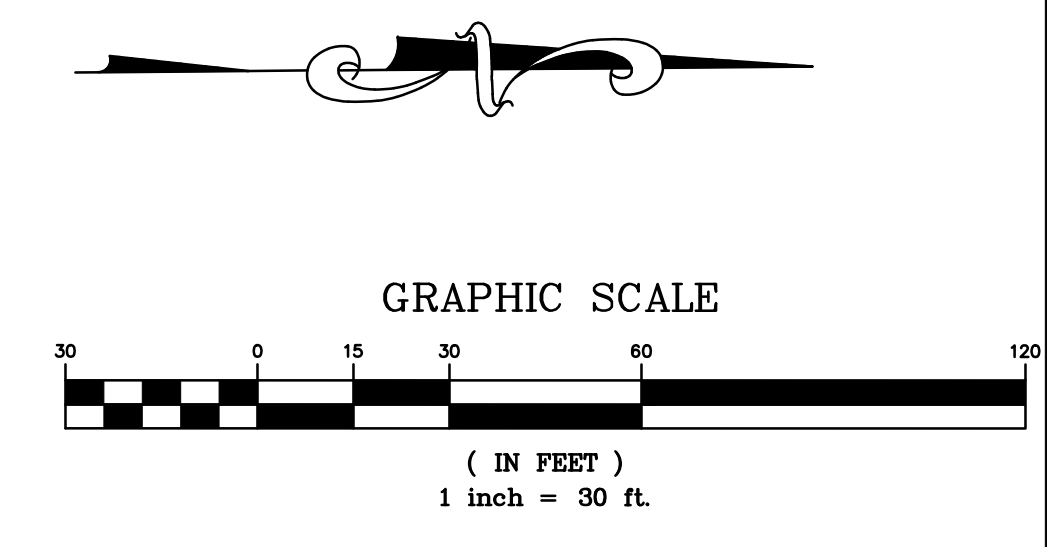
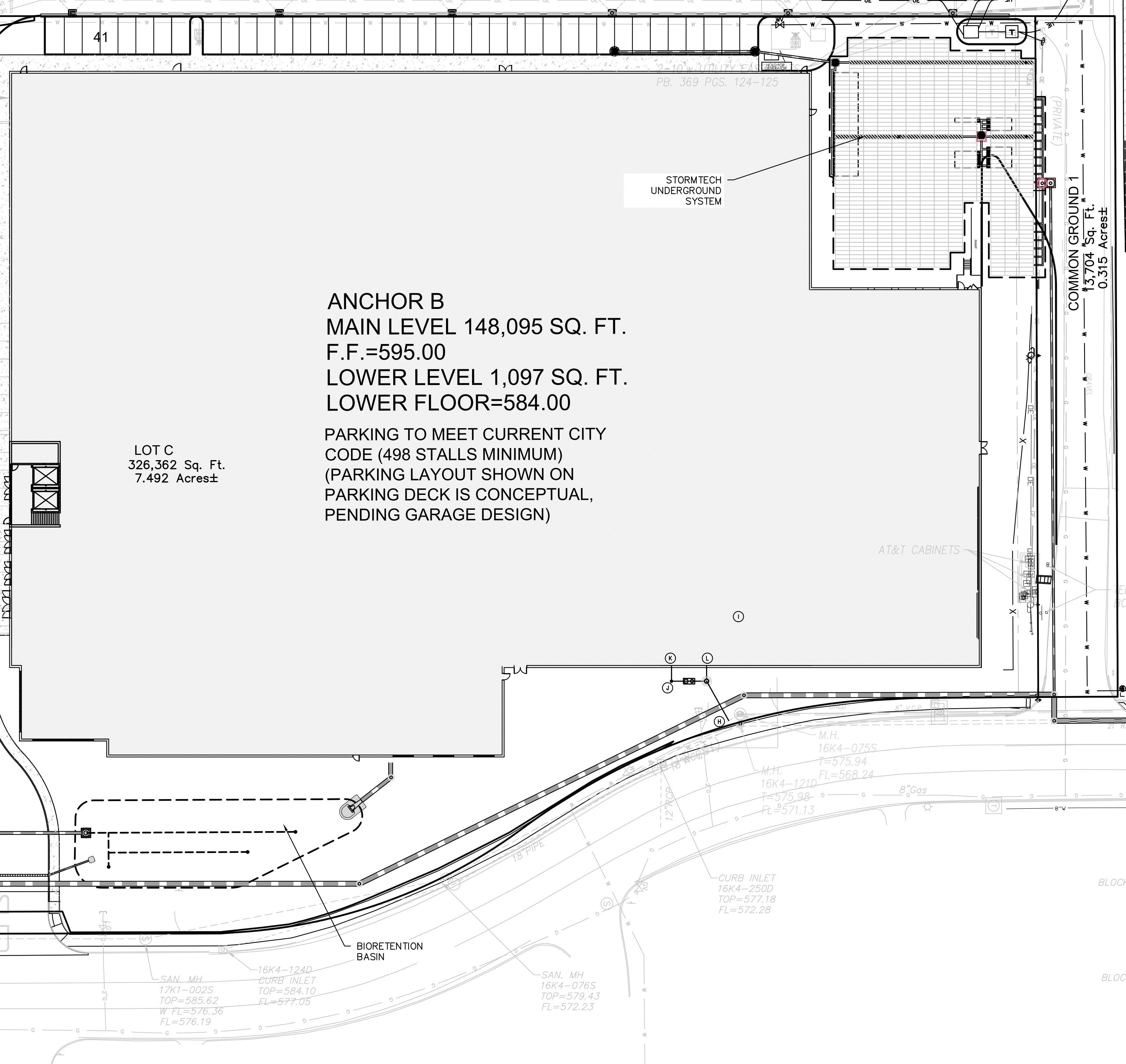
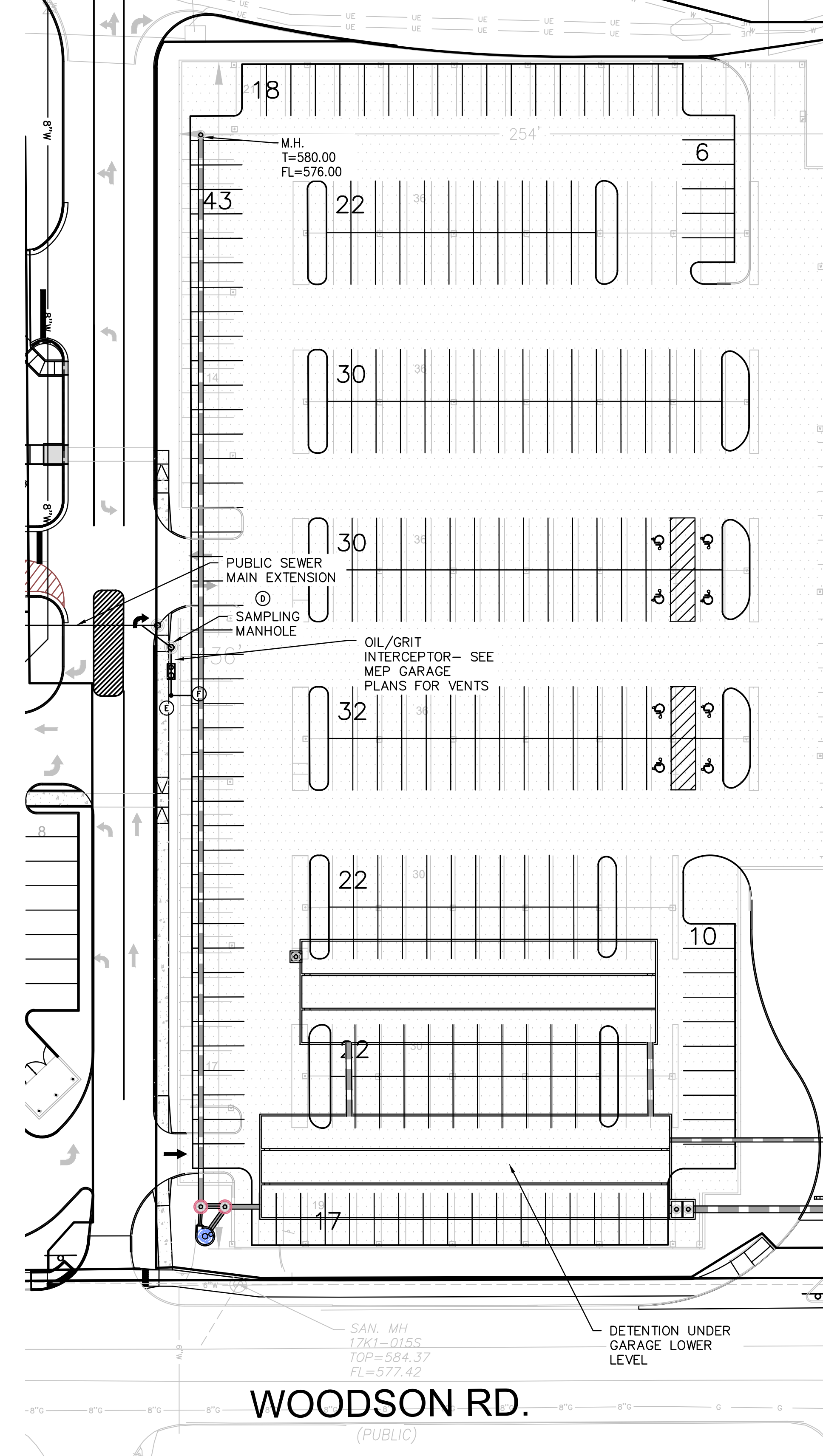
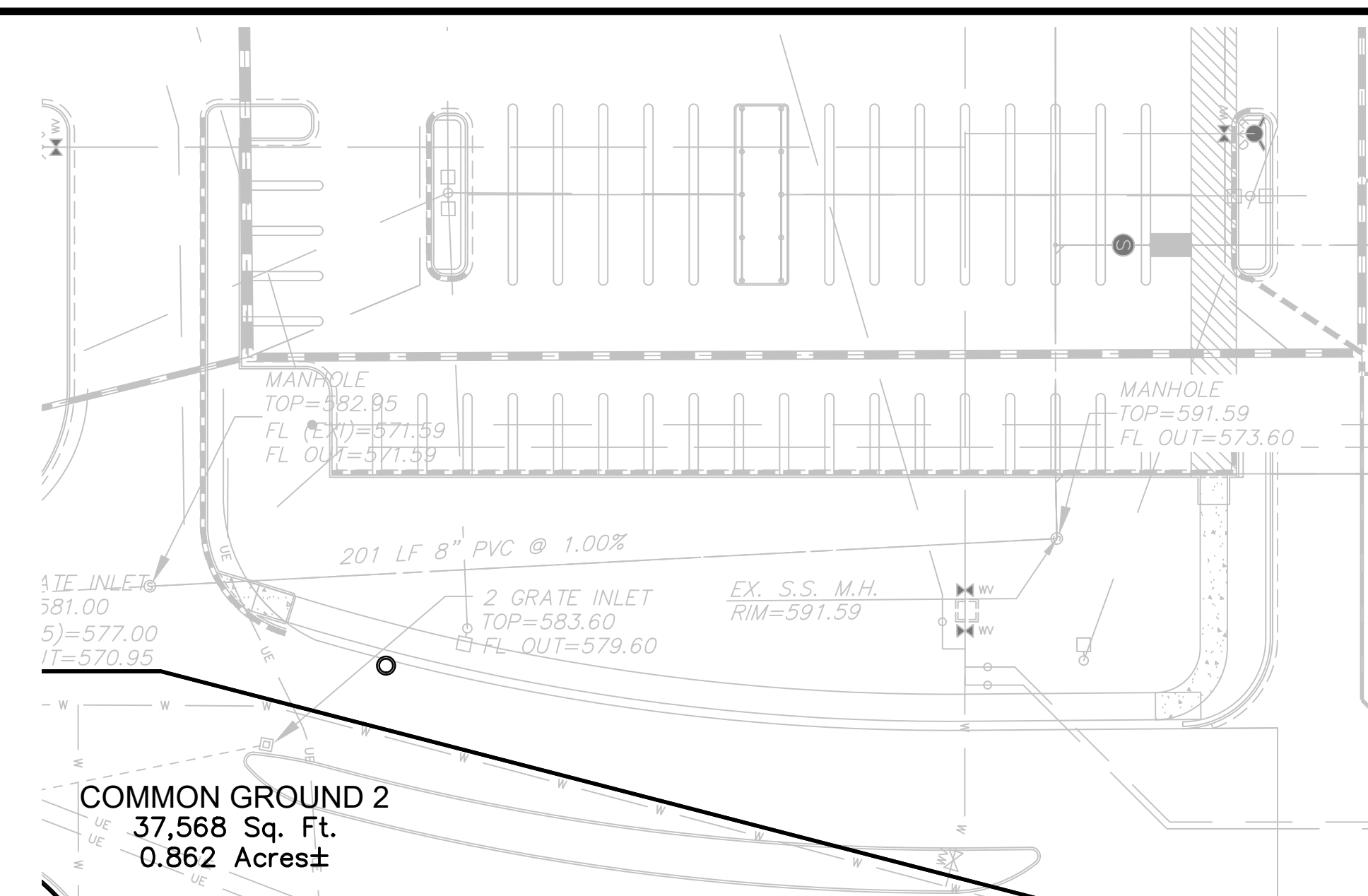
UNIVERSITY CITY, MISSOURI  
 FFE = 593.00  
 725 STALLS  
 4.33 STALLS/ 1,000 SF.  
 21MSD-00272

10' W ELEC. EASEMENT  
 DB. 2912 PG. 629

10' W ELEC. EASEMENT  
 DB. 3051 PG. 153

10' W EASEMENT  
 PB. 45 PG. 133

INGRESS/EGRESS  
 EASEMENT  
 PB. 369 PGS. 124-125



PREPARED BY:  
**STOCK & ASSOCIATES**  
 Consulting Engineers, Inc.

257 Chesterfield Business Parkway  
 St. Louis, MO 63105 PH: (636) 530-9300  
 530-9300 FAX: (636) 530-9300  
 e-mail: general@stockassoc.com  
 Web: www.stockassoc.com

PRELIMINARY DEVELOPMENT PLAN FOR:  
**MARKET AT OLIVE NORTH-  
 LOT C AND COMMON GROUND #1**

UNIVERSITY CITY, MISSOURI

DATE: 11/21/22

GEORGE M. STOCK E-25116  
 CIVIL ENGINEER  
 CERTIFICATE OF AUTHORITY  
 NUMBER: 000996

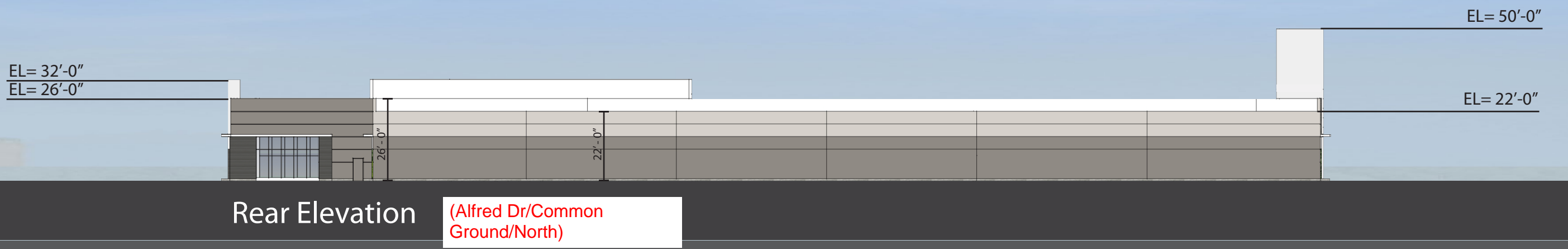
REVISIONS:

NO.	DATE	DESCRIPTION

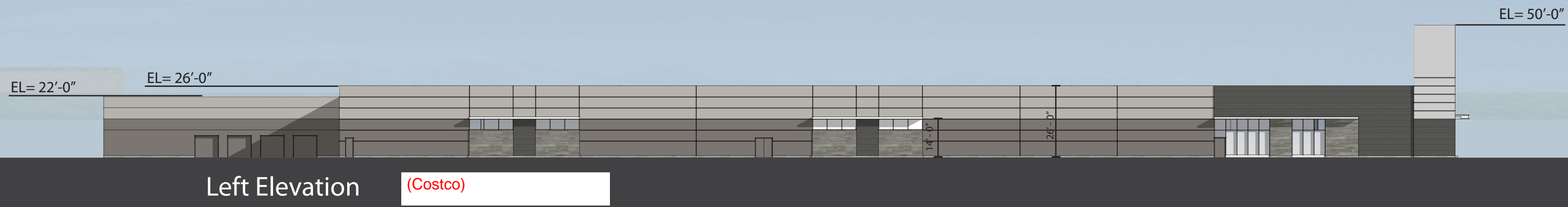
DRAWN BY: A.M.G. CHECKED BY: G.M.S.  
 DATE: 11/21/2022 JOB NO: 217-6193  
 KES: P # BASE MAP: P  
 P-XXXX-XX HAT SUP: XX  
 S.L.C. HAT # HAT SUP: XX-XXX-XX  
 XXXX  
 M.D.N.R. # XX  
 SHEET TITLE: **SITE UTILITY PLAN**  
 SHEET NO.: **C5.0**



Note: These elevations are intended to show general shape of building above finish floor. They do not reflect actual building colors, or site grading and exposed/extended foundation walls.



Note: These elevations are intended to show general shape of building above finish floor. They do not reflect actual building colors, or site grading and exposed/extended foundation walls.



Left Elevation (Costco)



Right Elevation (Woodson)



## Department of Community Development

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

### STAFF REPORT

MEETING DATE: December 14, 2022

FILE NUMBER: CUP 22-13

COUNCIL DISTRICT: 1

Applicant: Washington University – St. Louis

Request: Allow “Schools, private; including college or university-level facilities” in the University City Civic Complex Historic District on lots less than 0.45-acre in area.

\* *This item was originally scheduled for a public hearing at this Plan Commission meeting. At the request of the Applicant, this petition is before the Commission this evening for an informal review in order to gather additional input from the Commission and community.*

Washington University – St. Louis is interested in purchasing the buildings at 6900 Washington Avenue and 6901 Delmar Boulevard. To accommodate the request, a Text Amendment to the Zoning Ordinance “PA” District was approved by the Plan Commission on September 28, 2022; it has yet to be discussed at the City Council, pending additional details concerning the Conditional Use Permit application. See details below.

The Applicant has provided an Attachment A with detailed information regarding the proposal. Two of the primary concerns with the request are parking and traffic circulation. The Applicant plans to continue with the Conditional Use Permit process at a later Plan Commission meeting, at which time notice of the meeting will be sent to residents again.

The Plan Commission approved the following Text Amendment on September 28, 2022:

#### Amend §400.690 Conditional Uses:

12. “Schools, private; including college or university-level facilities.” ~~provided that such buildings shall be located upon sites containing two and one-half (2½) or more acres.~~

#### Amend Section §400.700 Density and Dimensional Regulations:

##### A. Minimum Lot Size.

1. Permitted and conditional uses. Lot area and lot dimensions shall be adequate to provide the minimum setbacks required by this Section and required parking, as established under Article VII “Off-Street Parking and Loading Requirements”, but in no instance shall a lot be less than two (2) acres in area, except as provided for in paragraph (2) below, ~~provided that in the University City Civic Complex Historic District, in no instance shall a lot be less than 0.45-acre in area.~~

*(Text in blue are sections that were deleted from §400.690(12) and added, respectively, to §400.700(A)(1) at the September 28<sup>th</sup> meeting.)*

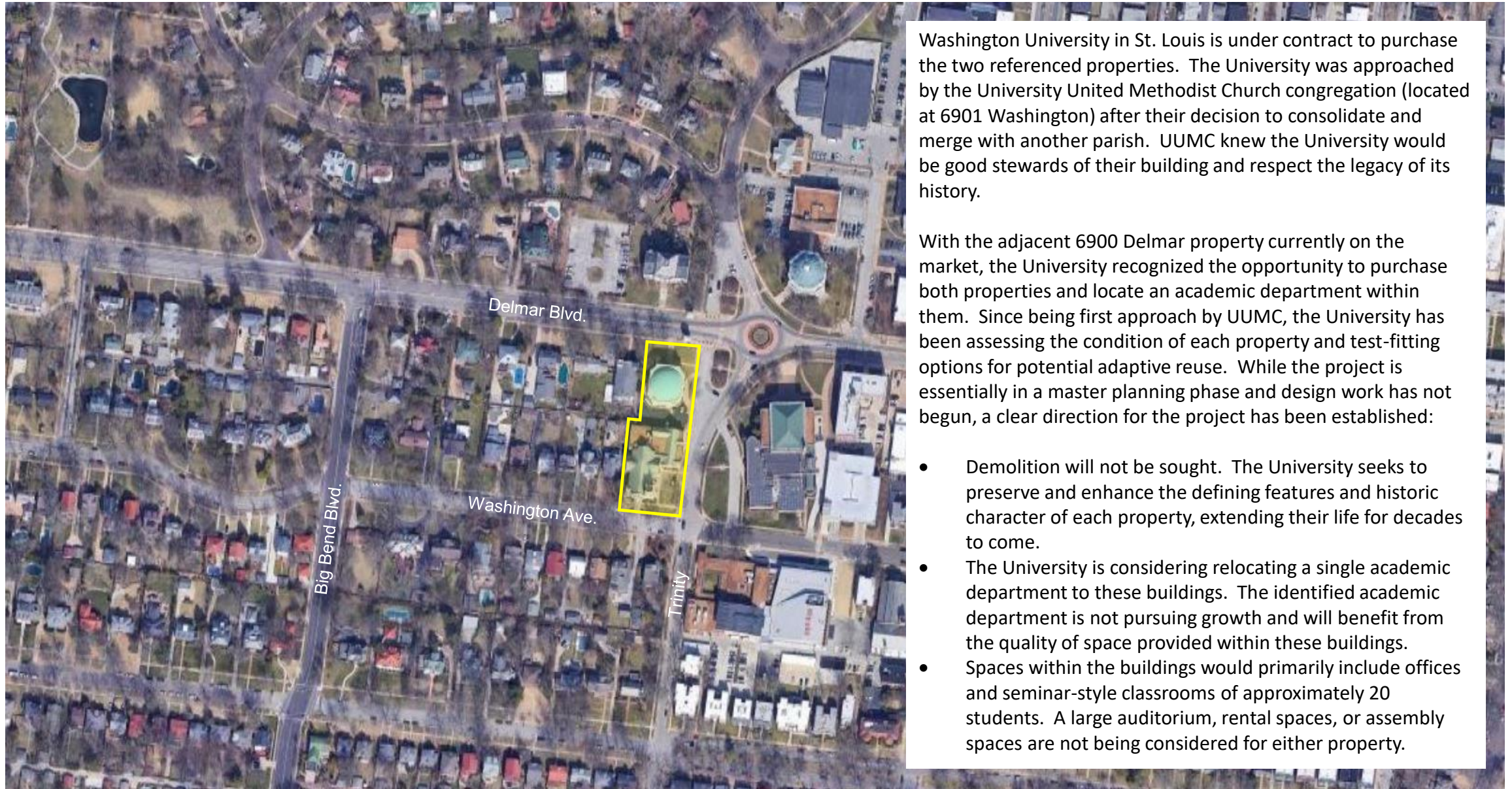


**Attachment A**

6900 Delmar Blvd. & 6901 Washington Ave.

CUP Application

## Project Introduction



Washington University in St. Louis is under contract to purchase the two referenced properties. The University was approached by the University United Methodist Church congregation (located at 6901 Washington) after their decision to consolidate and merge with another parish. UUMC knew the University would be good stewards of their building and respect the legacy of its history.

With the adjacent 6900 Delmar property currently on the market, the University recognized the opportunity to purchase both properties and locate an academic department within them. Since being first approach by UUMC, the University has been assessing the condition of each property and test-fitting options for potential adaptive reuse. While the project is essentially in a master planning phase and design work has not begun, a clear direction for the project has been established:

- Demolition will not be sought. The University seeks to preserve and enhance the defining features and historic character of each property, extending their life for decades to come.
- The University is considering relocating a single academic department to these buildings. The identified academic department is not pursuing growth and will benefit from the quality of space provided within these buildings.
- Spaces within the buildings would primarily include offices and seminar-style classrooms of approximately 20 students. A large auditorium, rental spaces, or assembly spaces are not being considered for either property.



# Project Introduction





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.

a) Complies with all applicable provisions of the University City Zoning Code.

The following sections of University City's Chapter 400 Zoning Code apply to this project:

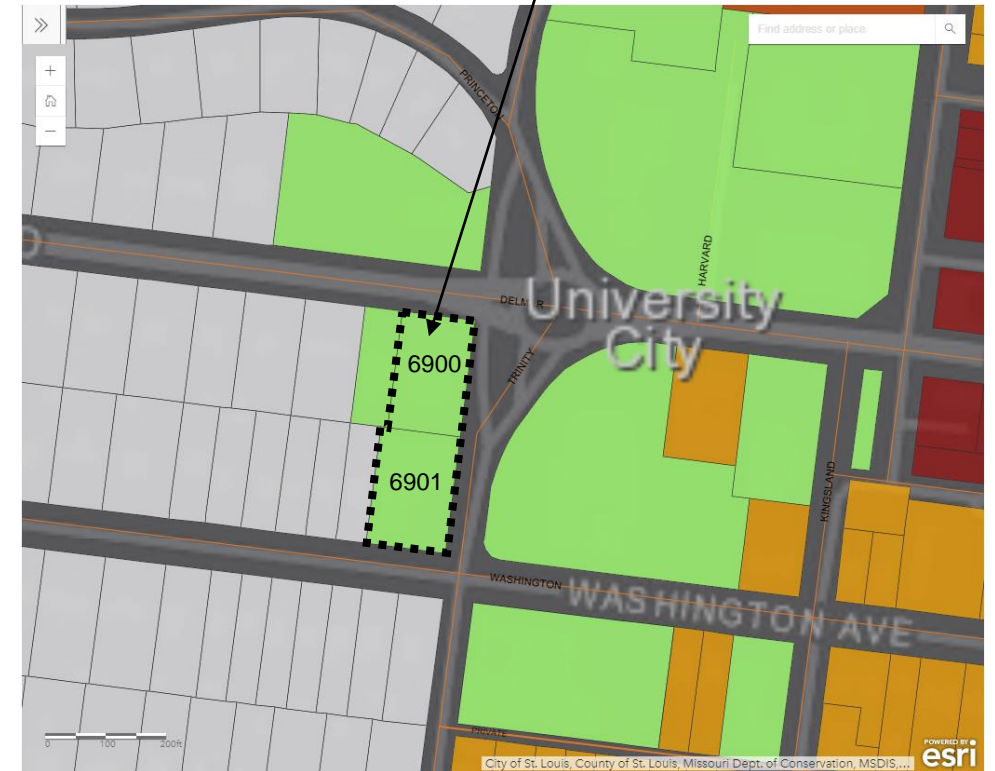
#### Article IV District Regulations

##### Division 10 "PA" Public Activity District

- Both parcels are currently zoned PA, Public Activity.
- The lot sizes are as follows:
  - 6900 Delmar Blvd. = 0.48 acres
  - 6901 Washington Ave = Approximately 0.65 acres (Note: The University City website does not include lot size information for this parcel. The acreage provided is based on the site survey most recently performed for the property.)
- Per Section 400.690, the proposed used is an allowable Conditional Use.
  - "Schools, private; including college or university-level facilities, providing that such buildings shall be located upon sites containing two and one-half (2-1/2) or more acres."
  - A text amendment has been proposed for the Civic Complex Historic District that would reduce the minimum lot size requirement for PA parcels within this district. The text amendment process is currently under review by the City.
  - Note: It's worth noting that any potential buyer for these properties will need to pursue the same process. These highly urban lots are far from meeting the City-wide PA minimum lot size requirement; furthermore, the other PA lots within the civic complex plaza do not meet the current lot size requirements.
- Section 400.700 Density and Dimensional Regulations
  - Section A Minimum Lot Size. This section identifies a minimum lot size of 2 acres for all permitted and conditional uses. This requirement is superseded by the section above and would be modified by the proposed text amendment.
  - Section B Building Setback Requirements. The existing buildings have non-conforming setbacks. These non-conforming setbacks will be maintained and not altered in any way through this project. No new building construction is proposed.
  - Section C Building Height Limitations. Elements of the existing buildings exceed the building height limitations. These elements will not be altered as part of this project. No new building construction is proposed.
- Section 400.710 Other Development Standards.
  - Section B – As required in this section, a detailed landscaping plan will be submitted as part of the site plan review process.

6900 Delmar Blvd. &  
6901 Washington Ave

Both Zoned: PA Public Activity  
but abutting some single-family residential



<https://www.ucitymo.org/833/Zoning-Map>

- Single Family Residential
- Multi-Family Residential
- Public Activity

# Setbacks

The following Public Activity Parcel Setbacks apply:

- 15'-0" Minimum Street Right-of-Way Setback
- 0'-0" Property Line Setback\*
- 35'-0" Height Restriction

\*Unless abutting a residential district, in which case, a 25'-0" setback is required.

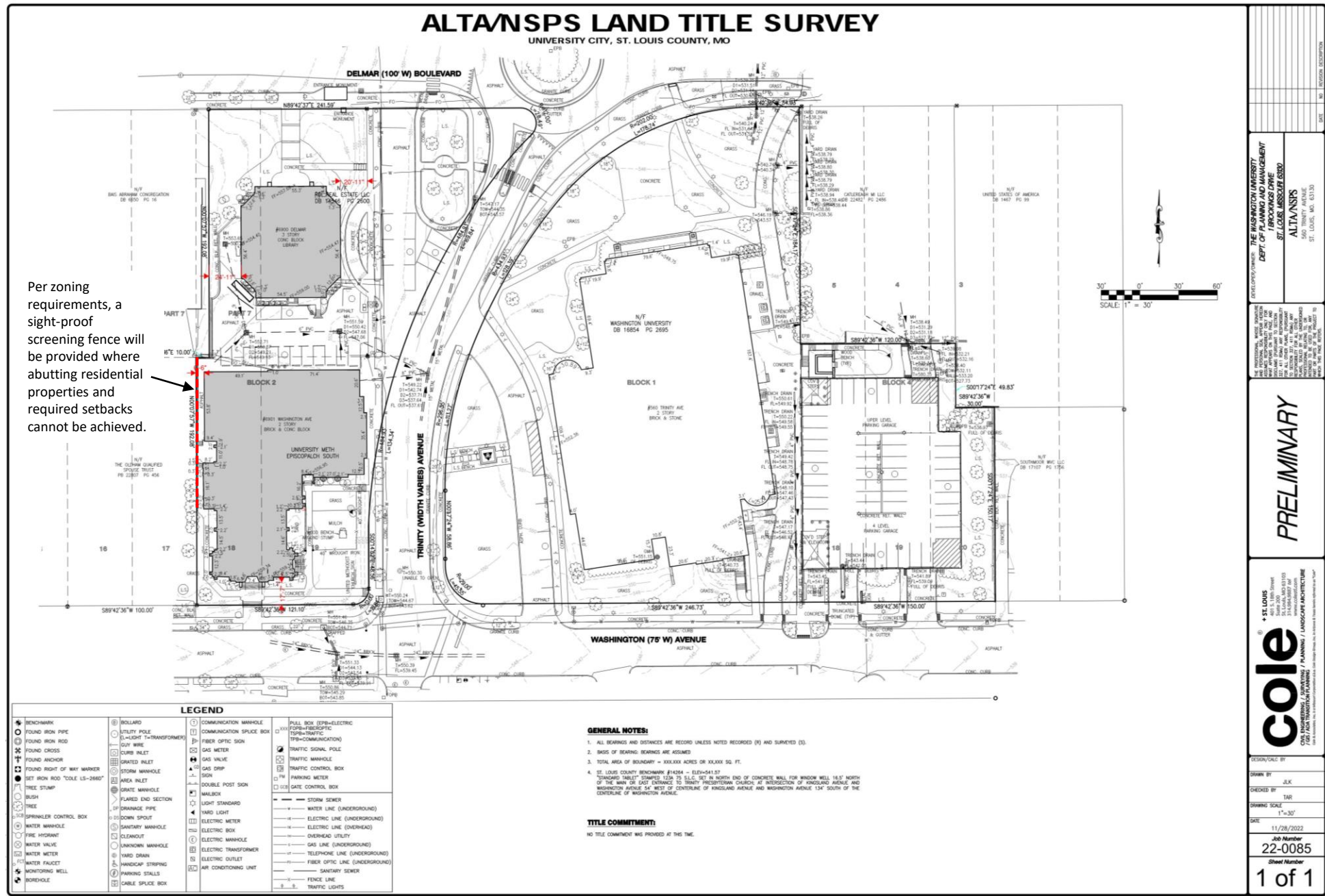
\*If a building is setback from the property line, then it must be setback at least 5'-0".

The 6900 Delmar building is currently compliant with setback regulations, with the exemption of the height restriction. (The building is setback from the street right-of-way by over 20'-0" and from the parcel to the west by over 20'-0".)

The 6901 Washington Building currently has a myriad of non-conforming setbacks.

- It is setback from the Street ROW by less than 12'-0" at its widest point.
- It borders a residential property and is currently setback from that property by 6'-6".
- The church exceeds the height restriction.

Since building additions are not occurring, this project will maintain all current non-conformances.



Per zoning requirements, a sight-proof screening fence will be provided where abutting residential properties and required setbacks cannot be achieved.

LEGEND			
<ul style="list-style-type: none"> <li>⊕ BENCHMARK</li> <li>⊙ FOUND IRON PIPE</li> <li>⊙ FOUND IRON ROD</li> <li>⊙ FOUND CROSS</li> <li>⊙ FOUND ANCHOR</li> <li>⊙ FOUND RIGHT OF WAY MARKER</li> <li>⊙ SET IRON ROD "COLE LS-2860"</li> <li>⊙ TREE STUMP</li> <li>⊙ BUSH</li> <li>⊙ TREE</li> <li>⊙ SPRINKLER CONTROL BOX</li> <li>⊙ WATER MANHOLE</li> <li>⊙ FIRE HYDRANT</li> <li>⊙ WATER VALVE</li> <li>⊙ WATER METER</li> <li>⊙ WATER FAUCET</li> <li>⊙ MONITORING WELL</li> <li>⊙ BOREHOLE</li> </ul>	<ul style="list-style-type: none"> <li>⊙ BOLLARD</li> <li>⊙ UTILITY POLE</li> <li>⊙ FOUND CROSS</li> <li>⊙ CURB INLET</li> <li>⊙ GATED INLET</li> <li>⊙ STORM MANHOLE</li> <li>⊙ AREA INLET</li> <li>⊙ GRATE MANHOLE</li> <li>⊙ FLARED END SECTION</li> <li>⊙ DRAINAGE PIPE</li> <li>⊙ DOWN SPOUT</li> <li>⊙ SANITARY MANHOLE</li> <li>⊙ SLEIGHT</li> <li>⊙ UNKNOWN MANHOLE</li> <li>⊙ YARD DRAIN</li> <li>⊙ HANDICAP STRIPING</li> <li>⊙ PARKING STALLS</li> <li>⊙ CABLE SPICE BOX</li> </ul>	<ul style="list-style-type: none"> <li>⊙ COMMUNICATION MANHOLE</li> <li>⊙ COMMUNICATION SPICE BOX</li> <li>⊙ FIBER OPTIC SIGN</li> <li>⊙ GAS METER</li> <li>⊙ GAS VALVE</li> <li>⊙ GAS DRIP</li> <li>⊙ SIGN</li> <li>⊙ DOUBLE POST SIGN</li> <li>⊙ MAILBOX</li> <li>⊙ LIGHT STANDARD</li> <li>⊙ YARD LIGHT</li> <li>⊙ ELECTRIC METER</li> <li>⊙ ELECTRIC BOX</li> <li>⊙ ELECTRIC MANHOLE</li> <li>⊙ ELECTRIC TRANSFORMER</li> <li>⊙ ELECTRIC OUTLET</li> <li>⊙ AIR CONDITIONING UNIT</li> </ul>	<ul style="list-style-type: none"> <li>⊙ PULL BOX (EPR)-ELECTRIC</li> <li>⊙ FIBER OPTIC</li> <li>⊙ TSPB-TRAFFIC</li> <li>⊙ TYP-COMMUNICATION</li> <li>⊙ TRAFFIC SIGNAL POLE</li> <li>⊙ TRAFFIC MANHOLE</li> <li>⊙ TRAFFIC CONTROL BOX</li> <li>⊙ PARKING METER</li> <li>⊙ GATE CONTROL BOX</li> <li>⊙ STORM SEWER</li> <li>⊙ WATER LINE (UNDERGROUND)</li> <li>⊙ ELECTRIC LINE (UNDERGROUND)</li> <li>⊙ ELECTRIC LINE (OVERHEAD)</li> <li>⊙ OVERHEAD UTILITY</li> <li>⊙ GAS LINE (UNDERGROUND)</li> <li>⊙ TELEPHONE LINE (UNDERGROUND)</li> <li>⊙ FIBER OPTIC LINE (UNDERGROUND)</li> <li>⊙ SANITARY SEWER</li> <li>⊙ FENCE LINE</li> <li>⊙ TRAFFIC LIGHTS</li> </ul>

**GENERAL NOTES:**

- ALL BEARINGS AND DISTANCES ARE RECORD UNLESS NOTED RECORDED (R) AND SURVEYED (S).
- SIZE OF BEARING BEARINGS ARE ASSUMED.
- TOTAL AREA OF BOUNDARY = XXXXX ACRES OR XXXXX SQ. FT.
- 95 SOUTH COUNTY BENCHMARK #4384 - ELEVATION 411.01 "STANDARD TABLE" STAMPED 1228 775 S.L.C. SET IN NORTH END OF CONCRETE WALL FOR WINDOW WELL 16.5' NORTH OF THE MAIN OR EAST ENTRANCE TO TRINITY PROTESTANT CHURCH AT INTERSECTION OF KINGSLAND AVENUE AND WASHINGTON AVENUE 54' WEST OF CENTERLINE OF KINGSLAND AVENUE AND WASHINGTON AVENUE 134' SOUTH OF THE CENTERLINE OF WASHINGTON AVENUE.

**TITLE COMMITMENT:**  
NO TITLE COMMITMENT WAS PROVIDED AT THE TIME.

DEVELOPER/OWNER: THE WASHINGTON UNIVERSITY DEPT. OF PLANNING AND MANAGEMENT ST. LOUIS, MISSOURI 63102  
 ALTA/NSPS  
 ST. LOUIS, MO 63130  
 PRELIMINARY  
 COLE ARCHITECTS / ENGINEERING / SURVEYING / PLANNING / LANDSCAPE ARCHITECTURE  
 11/28/2022  
 22-0085  
 1 of 1



## Article V Supplementary Regulations

- All setback and lot size requirements are addressed above.
- Accessory buildings and structures will not be introduced on this project.
- Division 6 Landscaping and Screening Requirements
  - Section 400.1180 Planting Specifications. Detailed landscaping information will be submitted as part of the Site Plan review and approval process. In developing the site plan, the project team will comply with the requirements of this Division.
  - Section 400.1190 Screening Between Non-Residential and Residential Zoning Districts. The western extent of the property at 6901 Washington Ave abuts a residential district. Due to the close nature of the building to the property line, a landscape buffer is not possible. A sight-proof screening fence, 8'-0" in height will be constructed.
  - Section 400.120 Screening of Building Mechanical or Electrical Equipment. To the extent possible, major mechanical equipment will be located within each building. Due to the unique roof structures of these buildings, rooftop equipment will not be used. In the event ground-mounted equipment is required, it shall be screening in accordance with the provisions of this section.
  - Section 400.1210 Screening of Rubbish, Garbage and Dumpster Containers. Trash containers are currently located along the western edge of the shared parking lot between 6900 and 6901. Due to the limited site area, they will remain in this location but screened from view in accordance with the requirements of this section.
- Division 7 Fence Regulations
  - With the exception of fences required for screening, no fences will be introduced on this project.
- All other requirements of this article will be met.

a) *How the specific location will contribute to and promote the community welfare or convenience.*

The University seeks to preserve and enhance the defining features and historic character of each property, extending their life for decades to come. Their objective is stewardship of the properties, and their intended use will maintain the vitality of the civic complex, with occupants using these buildings primarily between 9:00 AM and 5:00 PM, Monday through Friday. This usage pattern will contribute to the 24-hour life cycle of the civic complex but avoid contributing to parking challenges during evening and weekend hours. Additionally, the surface parking lot that is being proposed to support this project will be made available for public use after-hours, assisting in relieving parking challenges during evenings and weekends, especially when special events are held by neighboring institutions.

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

(See answer above.)

Additionally, the Church has facilitated several conversations with surrounding neighborhood groups. Neighborhood conversations have been highly productive with several neighborhood suggestions already being incorporated into the site plan. While the neighborhood has additional questions, the project team will continue to engage them as the design evolves. Through all neighborhood meetings, the neighborhood has expressed overwhelming support for the University to purchase these properties and trust that the University will be a good steward of the properties.

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

The parcels are both located within the University City Civic Complex Historic District. The proposed project complies with all municipal requirements for this historic district as outlined in University City Zoning Code, specifically in relation to Article VI Historic Landmarks and Districts, Division 7 University City Civic Complex Historic District.

The project complies with the spirit of these regulations by virtue of the fact that:

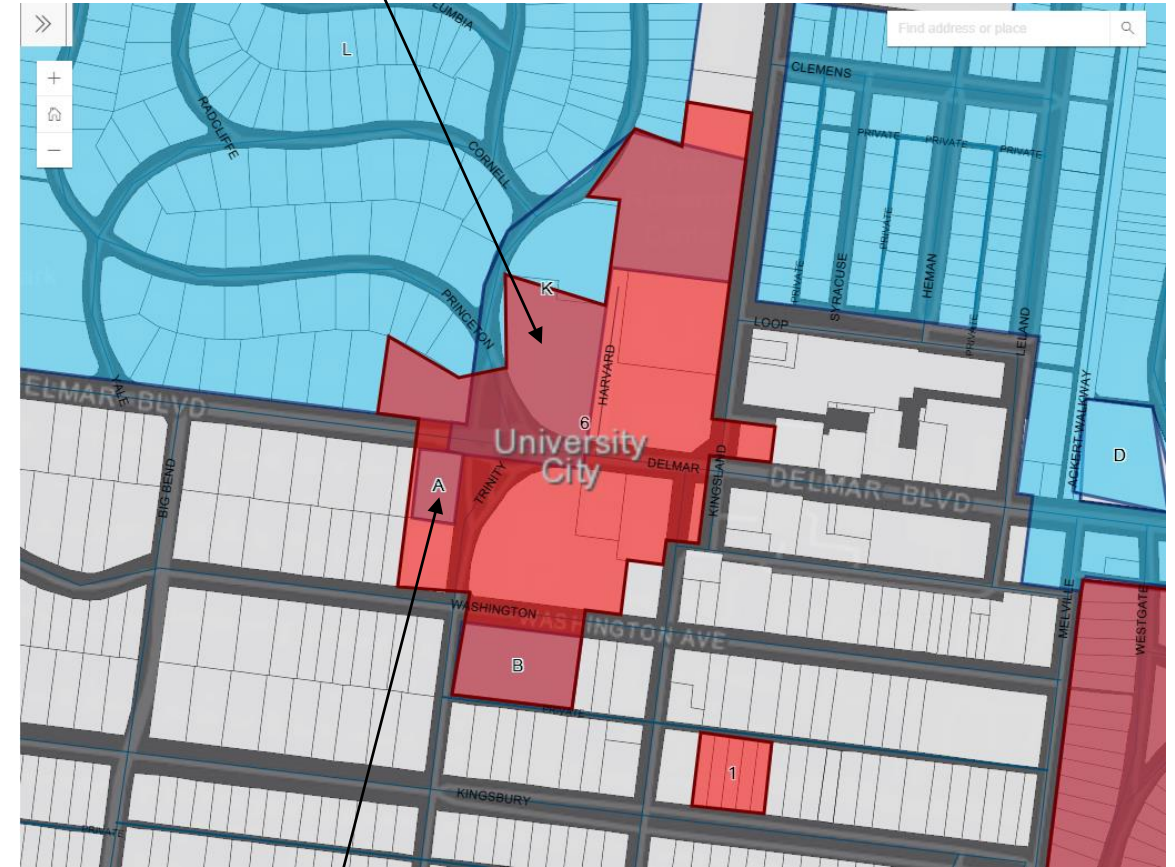
- Demolition is not being sought.
- Building additions are not being proposed.
- The only exterior alterations being proposed are those that will ensure the weather-tightness and longevity of the building including repairs to existing roofs, tuckpointing as needed, and restoration of existing windows.

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

See the following page for detailed parking calculations and a preliminary site plan identifying the parking strategy.

The Civic Plaza District (in red) is a National Historic District.

The district's underlying concept is "a group of buildings of strongly geometric shapes, each different but united by materials, scale, and formality."



A. The Assumption Greek Orthodox Church is listed on the National Register of Historic Places (1977).



# Parking

Per University City Municipal Code, Section 400.2010, locations for off-site parking must meet the following requirements:

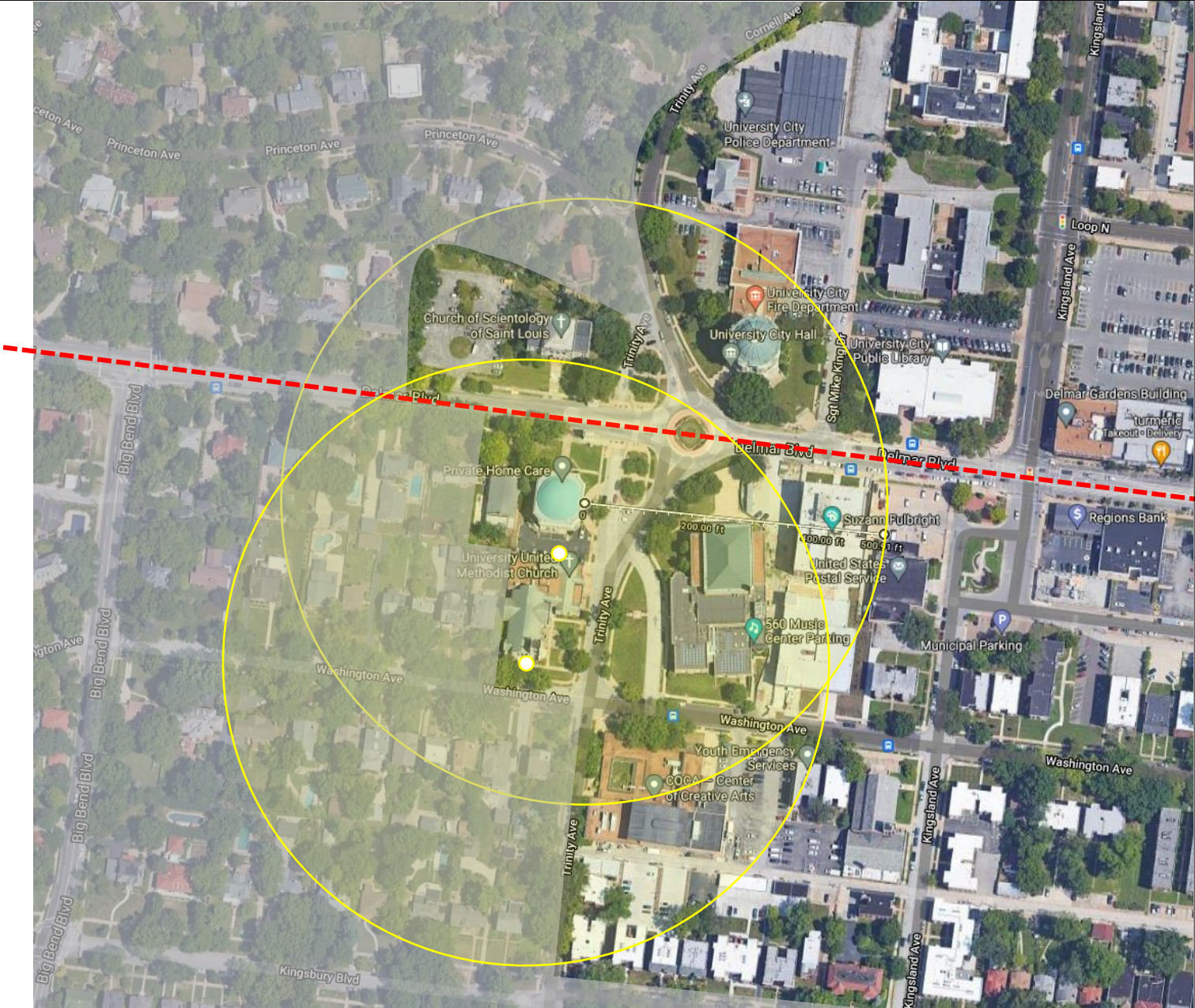
- All off-site parking must be within 500' from the nearest primary entrance to the principal building being served
- Off-site parking shall not be located so as to cause persons to cross an arterial street (Delmar is defined explicitly as such).
- The route to off-site parking must ensure ADA parking spaces are provided an ADA compliant route to the nearest ADA entrance.

These requirements result in extremely limited options for parking for these buildings. Due to this, the project intends to reuse the shared parking lot between the two buildings and construct a new surface parking lot immediately to the west of the 5560 Music Building. This approach is allowable because all parcels have the same owner.

Per Section 400.2010 of Zoning Code:

If parking is to be located elsewhere than on the lot on which the principal use is located, then the off-site property to be utilized for parking shall be in the same possession (either by deed, or by easement, or long-term lease which has a term equal to or exceeding the projected life or term of lease of the facility bound by covenants filed in the office of the St. Louis County Recorder of Deeds) as the owner of the principal use, except as provided for in Section 400.2130. In addition, the owner of property used for off-site parking shall be bound by covenants filed in the office of the St. Louis County Recorder of Deeds requiring such owner, successors, and assigns to maintain the required number of off-street parking spaces during the existence of such principal use utilizing the property for parking.

**It is worth noting, that anyone purchasing these buildings will be required to comply with these requirements. Because the University owns the 560 Music Building, the solution this project proposes is the only solution possible that meets all current zoning requirements.**



Single Family Residential District      ● 500' Radius      - - - Arterial Street



# Parking Space Requirements

## Section 400.2140 Schedule of Off-Street Parking Space Requirements

Use	Minimum Parking Requirements
Amusement centers (indoor)	1 space for each 50 square feet devoted to amusement devices, virtual reality games, restaurants and bar areas
Amusement centers (outdoor)	1 space for each 200 square feet of enclosed building space devoted to customer service and administration; plus 1 space for every 3 persons that the outdoor facilities are designed to accommodate when used to the maximum capacity
Animal hospitals, veterinary clinics, boarding facilities, and grooming facilities	1 space for each 200 square feet of floor area
Art galleries and studios	1 space for each 500 square feet of floor area
Automobile and truck sales, rental, and leasing	1 space for each 400 square feet of floor area of sales and showroom area
Banks and other financial institutions	1 space for each 200 square feet of floor area (see also drive-through facilities)
Barber and beauty shops and/or nail salons or spas (as a principal use)	1 space for each 200 square feet of floor area or 1 space for each styling station, nail station or massage room, whichever is greater
Billiard parlors	(see Amusement centers, indoor)
Bingo halls	(see Places of public assembly)
Bowling alleys	(see Sports and recreational facilities)
Car wash, full-service (as a principal use, with or without automated washing equipment)	8 spaces; plus 10 stacking spaces for each washing bay
Car wash, full-service (as an accessory use, with or without automated washing equipment)	3 stacking spaces for each washing bay
Car wash, self-service	4 stacking spaces for each washing bay; plus 1 parking space per washing bay for drying vehicles; plus 2 stacking spaces for each vacuuming station which is separated from the stacking lanes to the washing bays
Clubs and lodges	1 space for every 3 persons based on design occupancy load per the University City Building Code
Convalescent and nursing homes	1 space for every 3 patients based on designed maximum capacity
Convenience stores	(see Grocery store)

Day-care centers	1 space for every 5 individuals cared for as authorized by State licensing
Dormitories	2 spaces for every 3 beds based on the designed maximum capacity
Drive-through facilities (except as otherwise specified in this Section)	5 stacking spaces for each customer service station, including drive-up service windows, drive-up automated teller machines (ATM), drive-up banking service lanes, but not including drive-up public telephones. Parking circulation aisles shall not be utilized to satisfy this requirement.
Dwellings, multifamily (including elevator, garden, and townhouse buildings)	1.5 spaces for each dwelling unit, except that 2 spaces shall be provided for each dwelling unit containing 2 or more bedrooms; plus visitor parking for dwellings with 6 or more dwelling units, at the rate of 1 parking space for each 6 dwelling units or fraction thereof for the first 30 dwelling units and 1 space for each additional 20 dwelling units
Dwellings, single-family (including attached single-family, detached single-family, and patio dwellings)	2 spaces for each dwelling unit
Dwellings, two-family	2 spaces for each dwelling unit, except that 1.5 spaces may be provided for each dwelling unit in unified developments containing at least 8 two-family or attached single-family dwellings and subject to approval under the planned development procedure
Funeral homes or mortuaries	1 space for each 75 square feet of parlor or chapel area or 1 space for every 5 fixed seats, whichever is greater, but no less than 20 spaces for each parlor or chapel
Furniture or appliance stores	1 space for each 400 square feet of floor area
Gasoline stations	2 spaces; Gasoline stations offering other retail goods for sale, in enclosed space accessible by the customer, shall also comply with the parking requirements for convenience stores. Gasoline stations providing vehicle repair or maintenance services shall also comply with the parking requirements for vehicle repair or service facilities. Gasoline station having accessory car-wash facilities shall provide vehicle-stacking spaces in accordance with car wash, full-service
Gymnasiums	(see Sports and recreation facilities and Places of public assembly)
Hotels or motels	1.1 spaces for every rental unit; plus spaces as required herein for affiliated uses such as restaurants, meeting rooms or banquet facilities
Laundromats, self-service	1 space for each 200 square feet



# Parking Space Requirements (cont'd.)

## Section 400.2140 Schedule of Off-Street Parking Space Requirements

Manufacturing, warehousing and wholesale uses	1 space for each 1,000 square feet of floor area or 2 spaces for every 3 employees, whichever is greater; plus 1 space for each vehicle customarily used in the operation of the use or stored on the premises; plus spaces as required herein for affiliated uses such as office or retail sales area
Movie theaters	(see Places of public assembly)
Offices, other than dental and medical offices, or offices associated with banking or other financial institutions	1 space for each 300 square feet of floor area, including the basement if used or adaptable to office use
Offices, dental and medical (including outpatient medical clinics, surgery centers, MRI centers, chiropractor offices, and similar uses)	1 space for each 200 square feet of floor area, including the basement if used or adaptable to office use
Places of public assembly (including auditoriums, banquet halls, gymnasiums with spectator seating, meeting rooms, reception halls, sports facilities with spectator seating, theaters, and similar uses)	1 space for every 3.5 seats in the main assembly room (1 seat equals 2 feet of bench length); or where no fixed seating is provided, 1 space for each 50 square feet of floor area, exclusive of kitchen, restrooms and storage areas; plus spaces as required herein for affiliated uses
Places of worship	1 space for every 3.5 seats in the main assembly room (1 seat equals 2 feet of bench length)
Plumbing, heating, and air-conditioning equipment sales or service	1 space for each 300 square feet of floor area devoted to sales area; plus 1 space for each vehicle customarily used in the operation of the use or stored on the premises
Restaurants, bars, and taverns	1 space for each 75 square feet of gross floor area (GFA)
Restaurants, providing drive-through service only	8 stacking spaces for each service window; plus 2 spaces for each customer service window
Restaurants, providing carry-out service only	1 space for each 200 square feet of floor area
Retail stores, retail specialty shops, grocery, and service establishments not elsewhere specified in this Section	1 space for each 200 square feet of floor area
Schools, elementary, junior high, and middle schools (public or private)	1 space for every 20 students based on building design capacity
Schools, high schools	1 space for every 7 students based on building design capacity
Schools, business, professional, or technical schools	1 space for every 3 students based on program capacity
Senior living facilities	0.75 spaces per dwelling unit
Sports and recreational facilities:	
Bowling alleys	5 spaces for each bowling lane; plus spaces otherwise required for any additional uses such as restaurants, bars, and indoor amusement centers
Gymnasiums without spectator seating	1 space for each 100 square feet of floor area (not applicable to gymnasiums associated with schools)

Ice and roller skating rinks	1 space for each 100 square feet of skating area; plus spaces otherwise required for spectator seating
Racquet sport courts, including handball, racquetball, squash, and tennis courts	3 spaces for each court; plus spaces otherwise required for spectator seating
Recreation centers, general purpose	1 space for each 300 square feet of floor area
Swimming pools	1 space for each 75 square feet of pool area, including patio areas; plus spaces otherwise required for spectator seating
Vehicle repair or service facilities	4 spaces for each service/repair bay or station; plus 1 space for each vehicle customarily used in the operation of the use or stored on the premises
Warehousing, self-service storage	5 spaces for the first 5,000 square feet of storage area; plus 1 space for each additional 5,000 square feet of storage area

# Parking Calculations

The following parking calculations apply to this project:

	Metric (Per Zoning Code)	Area (NSF per Program)	Notes	
<b>Offices</b> "Offices, other than dental and medical offices, or offices associated with banking or other financial institutions"	1 space for each 300 square feet of floor area	5,460 NSF	All faculty and staff offices, office support spaces (including office suite reception areas) have been included within this square footage.	<b>= 18.2 Spaces</b> →
<b>Educational Spaces</b> "Schools, business, professional, or technical schools"	1 space for every 3 students based on total program capacity	99 Students (Total Capacity)	Per Zoning Code, this calculation encompasses the parking needs for all educational spaces and educational support spaces in this building for this academic department.	<b>= 33 Spaces</b> →

**Additional Parking Considerations:**

–

There are 15 FTE (full-time equivalent) employees, inclusive of faculty and staff, employed by the Department. Staff will arrive in the morning, as part of regular commuter traffic, work within the building all day, and leave in the evening.

–

Courses are primarily held during the Fall and Spring semesters, Monday – Friday from 9 AM to 5 PM, with peak academic hours of 10 AM to 3 PM.

Of the 99 total students, 29 are majors or minors in the department and will be within the buildings for extended periods of time. The remaining 70 students take a single elective course and will be at the building infrequently.

In addition to the nearby public transportation bus stop, the University will provide a shuttle directly to the building. Based on historic shuttle usage on campus, it is expected that a majority of students will use the shuttle. Freshmen are not allowed to have cars on campus and of the students allowed to have cars on campus, approximately 50% of them actually do.

**Total Requirement = 51.2 Spaces**

Per Zoning Code, a 10% reduction of parking requirements is allowable if there is nearby public transportation. There is a bus stop at Washington and Trinity, which is well within the 500' requirement.

- Section 400.2130 of Zoning Code: Exception For Uses Located Near Transit Stations And Stops. For uses located within five hundred (500) feet of a public transit station or stop, the off-street parking requirements may be reduced by ten percent (10%). The Loop Trolley stops and stations shall not be included in this exception.

**Total Requirement with Allowable 10% Reduction = 46 Spaces**



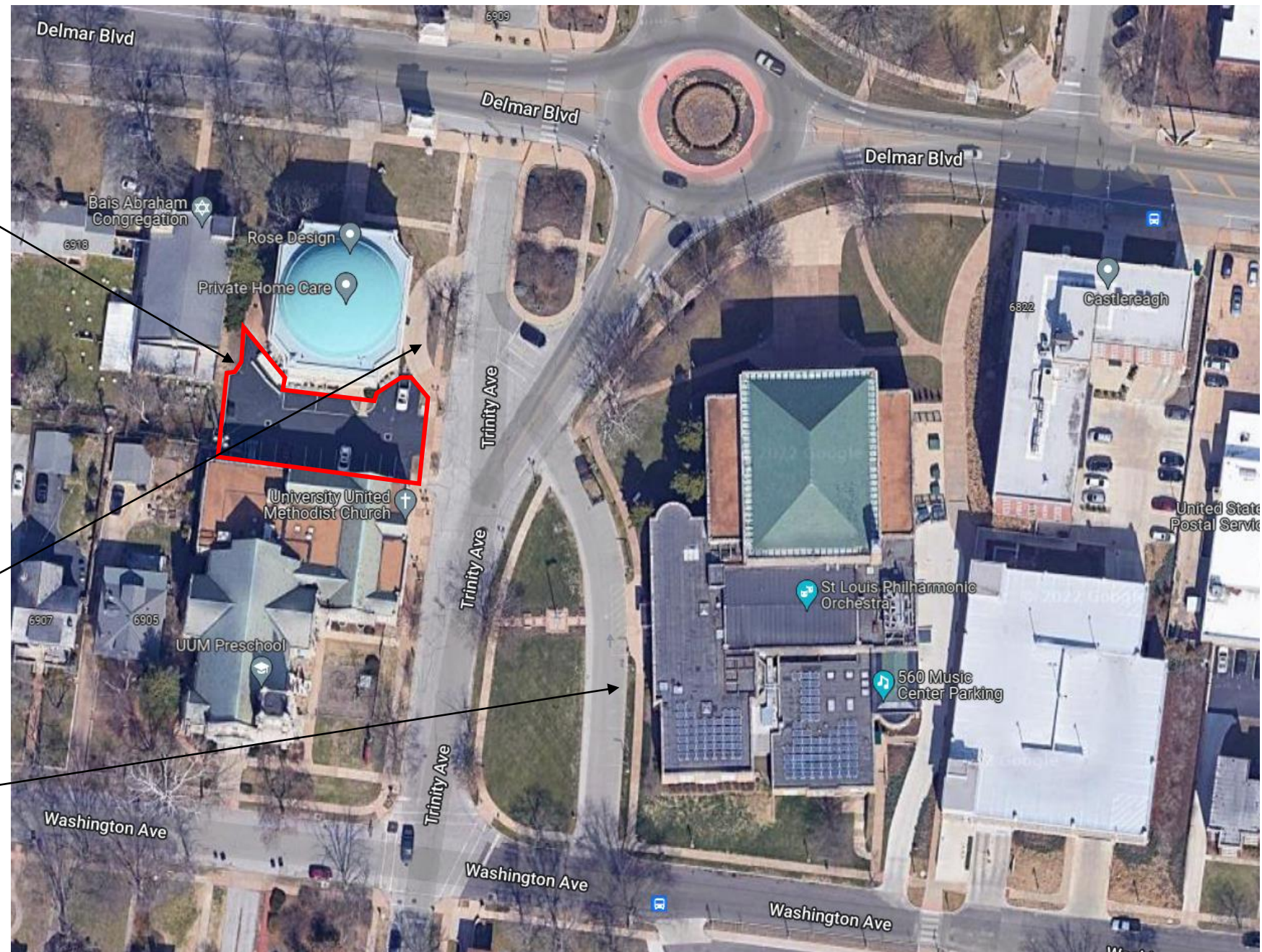
## Site Plan - Existing

Currently, 6900 & 6901 have a shared parking lot with a total of 15 parking spaces.

This parking lot previously accommodated church staff, commercial tenants in 6900, and until 2020 it supported the UUM Preschool which operated out of 6901. With the preschool driving heavy peak traffic demands in this area, pick-up and drop-off traffic was accommodated through street parking, the 560 drive lane, and the Trinity "spur road" out of necessity.

The 6900 building does have an existing drop-off along Trinity. The size and turning radius of this drop-off does not accommodate truck traffic. The width of the drive lane does not accommodate parking while allowing one-way traffic. There is no marked parking here.

For reference: The 560 drive lane includes marked parking for 5 ADA spaces and 4 temporary drop-off spaces (with a posted 30-minute time limit).





# Site Plan – Proposed (Preliminary Scenario)

## Disclaimer:

1. Site plan is preliminary, created to test parking capacity to meet municipal zoning requirements for the site.
2. Site plan requires review by Historic Preservation Commission and Traffic Commission.
3. A traffic study is underway, but yet to be completed.

A site plan has been created to test the carrying capacity of the site and opportunities to improve the flow of vehicular traffic while increasing pedestrian safety. A future detailed site plan review will occur as part of the University City municipal review process.

## Existing Parking:

- (15) Spaces @ 6900 / 6901
- (5) ADA Spaces + Temporary Drop-off @ 560
- (8) Spaces @ Trinity Spur Road

## Proposed Parking:

- (15) Spaces @ 6900 / 6901
- (51) Spaces @ 560

**A total of 66 parking spaces is accommodated.**

## Parking Loss:

- (-8) Spaces @ Trinity Spur
- (-5) ADA Spaces @ 560

**A Net Addition of 53 Spaces to the site (from the existing condition) is possible.**

Reminder: 46 spaces will be required for this project.

Note: A variety of parking configurations that meet the required 46 spaces can be achieved on this site and within the parameters of University City's municipal code. A range of options were reviewed with neighborhood community groups, with this plan being the preferred approach.





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 operations, 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.*

(See project introduction section at beginning of this memo.)

- 15 FTE (Full-time equivalent) employees will work at the site. The 15 FTE's will be spread across the two buildings.
- The buildings core hours will be 9:00 AM – 5:00 PM, Monday through Friday.

1. *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.*

A comprehensive traffic study is underway, but not yet available. A traffic engineer has been consulted to provide guidance on trip generation, with that assessment included to the right.

The trip generation represents an improvement over the previous condition where peak traffic congestion (occurring during the simultaneous arrival of commercial tenants and preschool drop-off and pick-up) aligned with traditional neighborhood commuter traffic. In this new scenario, peak traffic demands will occur mid-day during the week.

1. *Legal description of the property(s) proposed for the Conditional Use Permit, when the proposed use involves a substantial addition of new construction.*

(Not applicable.)

### Traffic Trip Generation - Summary

Land Use	AM Commuter Peak Hour <sup>1</sup>			Weekday Midday Peak Hour <sup>2</sup>			PM Commuter Peak Hour <sup>3</sup>		
	In	Out	Total	In	Out	Total	In	Out	Total
<b>Adaptive Re-Use of 6900 Delmar &amp; 6901 Washington</b>	26	1	<b>27</b>	24	24	<b>48</b>	1	26	<b>27</b>

- 1.) 15 Faculty arriving + 10 students + 1 shuttle arriving and departing
- 2.) 23 Students + 1 shuttle arriving and departing
- 3.) 15 Faculty departing + 10 students + 1 shuttle arriving and departing



# Department of Community Development

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

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

1. Address/Location of Site/Building: 6900 Delmar Blvd & 6901 Washington Ave.

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: \_\_\_\_\_

Authorized Representative: Stacey Wehe, AIA, Managing Principal, Christner Architects.

621 North Skinker, Suite 220; St. Louis MO 63130 Phone: (314) 561-4448

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

Owner Under Contract has identified an Authorized Representative to file Application.

\* Please Note: Zoning Code Section 34-131.1 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:

Owner Under Contract:  
The Washington University  
Campus Box 1058  
One Brookings Drive  
St. Louis, MO 63130  
Attention: Steve Condrin,  
Assistant Vice Chancellor for  
Real Estate  
(314) 935-5963

Owner (6901 Washington):  
Chairman of the Board of Trustees  
Grace United Methodist Church  
6199 Waterman  
St. Louis, MO 63112  
Attention: Ted Dearing, Dearing  
Batten & Bauer LLC  
(314) 863-2700

Owner (6900 Delmar):  
RDI Real Estate, LLC  
6900 Delmar Blvd.  
St. Louis, MO 63130  
Attention: Dan Rossini,  
Northstar Group  
(314) 568-4023

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.).

See attachment A.

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

See attachment A.

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

See attachment A.

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

See attachment A.

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

See attachment A.

See attachment A.

\*\* 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 \$114 must accompany this application.

12/5/2022

Date

Applicant's Signature and Title

Stacey Wehe, Managing Principal  
Christner Architects

The Washington University  
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. K:\wpoffice\wpdata\f-cupfrm.doc





# Washington University in St. Louis

Real Estate

December 5th, 2022

Department of Community Development  
6801 Delmar Blvd.  
University City, MO 63130

**Re: Letter Identifying Authorized Representative**

To Whom It May Concern:

This letter is being submitted on behalf of the properties located at 6900 Delmar Boulevard and 6901 Washington Avenue. An application for Conditional Use Permit is being submitted for the referenced properties.

The Washington University is under contract to purchase these properties. Pursuant to University City Zoning Code Section 34-131.1, The Washington University identifies Stacey Wehe, AIA, Managing Principal of Christner Architects, as its Authorized Representative. The Washington University gives permission to its Authorized Representative to file this application on our behalf.

Sincerely,

Stephen C. Condrin  
Assistant Vice Chancellor for Real Estate

cc: Mary Campbell, Associate Vice Chancellor for Real Estate  
Brian Newman, Project Manager, Office of the University Architect/Capital Projects



## Department of Community Development

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

### STAFF REPORT

MEETING DATE: December 14, 2022

FILE NUMBER: TXT 22-04

COUNCIL DISTRICT: N/A

Applicant: City of University City

Request: Amend §400.030 of the City's Zoning Ordinance, Definitions, to change the definition of "Dormitory."

#### Proposed Amendment to Section 400.030 Definitions:

##### **Current definition of "Dormitory"**

Any premises providing group sleeping or living accommodations for four (4) or more unrelated persons associated with an institution.

##### **Proposed definition of "Dormitory"**

A building or portion thereof which contains living quarters for students, staff or members of an accredited college, university, boarding school, theological school, hospital, religious order, or comparable organization; provided that said building is owned and managed by said organization.

A dormitory currently is a conditional use in the following University City Zoning Districts:

- "SR" – Single-Family Residential
- "LR" – Limited Residential
- "MR" Medium Density Residential
- "HR" High Density Residential
- "HRO" High Density Residential/Office
- "LC" Limited Commercial
- "PA" Public Activity

This amendment could affect other zoning code provisions, the property maintenance code and the building code. Further amendments to these codes could be warranted after additional research.

## BY-LAWS OF THE CITY PLAN COMMISSION OF UNIVERSITY CITY, MISSOURI

### Article I

#### AUTHORITY AND OBJECTIVES

Section 1. Powers & duties of the Plan Commission (hereinafter referred to as “the Commission”) are set forth in Article VIII of the Charter of University City, Article I Section 120.020 and Article IV, Sections 120.070 through 120.090, and Title IV of University City Government Code.

**Commented [MH1]:** Instead of repeating section of Code (thus requiring updates of these bylaws for any changes), simply refer to appropriate sections.

Section 2. Rules of the Commission must conform to the provisions of Missouri State Law. Specifically, the Commission must act in accord with the Sunshine Law and its rules for public and private meetings and adequate notice of meetings, which generally refers to Missouri Open Meetings and Records Act as found in Sections 610.010 through 610.035 of the Revised Missouri Statutes. The Sunshine Law pertains to e-mail messages that are transmitted or re-transmitted among the members of public governmental bodies. Any member of a Commission that transmits and e-mail to at least three other members of the body so that when counting the sender, a majority of members are copied, a copy of the e-mail or the member forwarding the business-related e-mail to additional member(s), which would constitute the majority, shall be sent to the Director of Community Development for appropriate storage and retention.

### Article II

#### MEMBERSHIP

The Plan Commission shall consist of seven (7) citizen members, appointed by the City Council in accordance with Section XII of the University City Council Rules of Order and Procedure (27 June 2011) and duly sworn according to Missouri state statute. In addition, one member of the City Council to be designated by the Council, the city Manager, the Director of Community Development and his/her designee, and the Zoning Administrator of University City shall be ex-officio members and shall have no vote upon matters coming before the Commission. If there are less than seven citizen members, the definition of quorum remains unchanged (Article V, Section 3.)

**Commented [MH2]:** The Council Rules already define this. We don't need to repeat

### Article III

#### OFFICERS AND THEIR DUTIES

Section 1. Officers of the Commission shall be Chair, Vice-Chair, and Designated Alternate.

Section 2. The Chair shall preside at all meetings and hearings of the Plan Commission and shall have the duties normally conferred by parliamentary usage on such officer, including the appointment of all committees. The Chair shall preside at all meetings of the Commission. In the absence or inability of the Chair, the Vice-Chair shall preside. In the absence of both the Chair and Vice-Chair, the Designated Alternate shall preside.

**Commented [MH3]:** "Public affairs" isn't really defined, so delete. Enumerate the responsibilities off each officers.

### ARTICLE IV

#### ELECTION OF OFFICERS

Section 1. The election of the Chair, Vice-Chair and Designated Alternate of the Plan Commission shall be held at the first regular meeting each calendar year. Nominations shall be made from the floor and the election shall follow immediately thereafter.

Section 2. A candidate receiving a majority vote of the quorum present shall be declared elected and shall serve for one (1) year or until his/her successor shall take office.

Section 3. Vacancies in the Offices of Chair, Vice-Chair, and Designated Alternate shall be filled for the unexpired portion of the term at the next meeting at which a quorum is present, using the regular election procedure.

**Commented [MH4]:** Don't really need to articulate all of these.

### ARTICLE V

## MEETINGS

Section 1. The regular meetings of the Plan Commission shall be held on the fourth Wednesday of each month, unless otherwise agreed to by a vote of the majority of the entire commission. The Commission may, by majority vote of the quorum present, dispense with any regular meeting. If there is no business to conduct, a meeting may be cancelled by the Director of Community Development with the consent of the Chair. A schedule of regular meetings will be determined during the preceding year by the Commission and printed in the City Calendar, City website and on the City marquees.

Section 2. Special meetings of the Plan Commission may be called by the Chair, or during his/her absence, by the Vice-Chair, or by any two (2) voting members of the Commission. The Director of Community Development shall prepare a notice of a special meeting and shall make a diligent effort to notify each Commissioner, either by telephone, mail, or e-mail, of such special session. If a majority of the Commission does not attend the special meeting, then discussion may be held at the discretion of the Chair but matters to be voted upon must wait until a quorum is present at another special or regular meeting. Minutes will not be made of any Commission meeting when a quorum is not present.

Section 3. A majority of the appointed and sworn members of the Commission shall constitute a quorum. All efforts should be expended to ensure that a quorum of Commissioners is present at all meetings. Commissioners attending a meeting via audio or video conference are deemed present for purposes of participating in a roll call vote to the same effect as Commissioners who are in physical attendance at the meeting. If, at any time during a meeting, one or more of the elements of a video conference becomes compromised (e.g., if any participants are unable to see, hear, or fully communicate), then the video conference participant is deemed immediately absent and this absence should be reflected in the minutes. If the audio or video conference fails during the act of voting, the voting shall stop until all of the components of the conference attendance are restored, and the audio/video conference participant's presence is again noted in the minutes. If the audio/video conference cannot be restored during voting, the participant will be deemed immediately absent and will not participate in the vote. Commission meeting minutes shall reflect the Commissioner, if any, participating via audio/video conference.

Section 4. If meeting is virtual/hybrid all commissioners not physically present a meeting location on the agenda shall have their camera on and face visible to the chair to be considered present. Audio-only participation by a commissioner shall only occur when video-access is not available and must be approved by Chair in advance of the meeting. Commissioners may turn camera off from time to time during the meeting for brief periods. However, the Chair may, at his/her discretion, determine that commissioner to be absent for the agenda item(s) of business under consideration. Virtual participants should have their camera on when they are addressing the commission, unless otherwise approved by the chair. Audio-only is always acceptable for citizen comments.

Section 5. The Director of Community Development shall make a good faith effort to notify all members of the Plan Commission not less than five (5) days in advance of meetings, of the purposes of the meeting and shall furnish a copy of the agenda and of the Minutes of the prior meeting.

Section 6. Except as otherwise provided by the Charter or by these bylaws, the proceedings of the Commission shall be guided by Robert's Rules of Order, as Revised. The presiding officer shall preserve the decorum and shall decide all questions of order, subject to appeal to the Commission. As per Robert Rules of Order, Newly Revised, 11<sup>th</sup> Edition, the minutes of the meetings of the Plan Commission "shall be a record of what was done at a meeting, not what was said by the members."

Section 7. At regular meetings of the Plan Commission, the order of business shall be as follows (this may be changed by majority vote of the Commission):

- Call to Order
- Roll Call

**Commented [MH5]:** Need to consistently refer to (and capitalize) either "special meeting" or "special session." Standardized on "special meeting."

**Commented [MH6]:** Long discussion about this topic: how to police? 65 seconds? The conclusion was to give the Chair discretion. If a member missed critical information, they will be precluded from voting on the matter.

**Commented [MH7]:** We have clearly not adhered to this for some time. Sunshine Law only requires 24 hour notice of public meetings, so we can be flexible.

**Commented [MH8]:** This is covered by state statute. WE don't need to repeat.

**Commented [MH9]:** This is merely establishing consistent capitalization patterns



- Public Comments on Non-agenda Items
- Approval of Minutes
- Old Business
  - Staff Report
  - Applicant Presentation (10 minutes)
  - Public Hearing (if required, 3-minute limit for each speaker)
  - Commission Questions for Staff or Applicant
  - End Applicant Comments
  - Motion
  - Discussion
  - Ask for Any New Factual Information from Applicant (3-minute limit)
  - Vote
- New Business (inclusive of text amendments)
  - Staff Report
  - Applicant Presentation (10 minutes)
  - Public Hearing (if required, 3-minute limit for each speaker)
  - Commission Questions for Staff or Applicant
  - End Applicant Comments
  - Motion
  - Discussion
  - Ask for Any New Factual Information from Applicant (3-minute limit)
- Other Business
- Reports
  - Code Review Committee
  - Comprehensive Plan Committee
  - Council Liaison
  - Staff
  - Housing and Third Ward Revitalization Task Force

## ARTICLE VI

### ATTENDANCE

Section 1. Members of the Plan Commission shall attend regular and special meetings unless their absence is excused for cause. If Commissioners know in advance that they cannot attend a specific Commission meeting, they must inform the Chair and the Director of Community Development.

Section 2. No Commissioner may leave the meeting while in session without acknowledgement from the presiding officer. If/when a conflict of interest exists on an agenda item, the Commissioner with the conflict shall recuse himself/herself until the vote is concluded.

Section 3. The City Council shall be advised in writing of any member who, without notification of the Chair and the Director of Community Development, has failed to attend three (3) consecutive regular meetings of the Plan Commission, or has failed to attend five (5) meetings during a period of twelve (12) consecutive months.

## ARTICLE VII

### COMMITTEES

Section 1. The Chair shall appoint members of all standing committees by the next regular meeting following the annual election of the Chair and may in his/her discretion remove any person, at any time, from a committee or as the Chair thereof.

**Commented [MH10]:** Lots of conversation here about what constitutes a "good cause". Notification should go to both the Chair & Director of Community Development (easy enough to copy on email/text) so that tracking can be done (See Section 3)

Section 2. Each Standing Committee shall consist of a Chair and at least two (2) other members as appointed by the Chair of the Plan Commission. If a majority of Committee constitutes a quorum of the Commission constitutes a majority of the Commission, the University City Open Meetings and Records Policy (Chapter 150.040 of University City Code) shall apply, specifically with regard to public notice of meetings and public participation.

Section 3. The Chair of the Plan Commission shall be an ex-officio member of all committees. He/she shall only vote upon committee matters when a majority of committee members is not present.

Section 4. There shall be appointed by the Chair of the Plan Commission Standing Committees for the consideration of the following matters and making recommendation thereof to the Plan Commission:

1. Comprehensive Plan Committee: This committee shall provide guidance and assist in the preparation and review of the City's Comprehensive Plan and its updates.
2. Code Review Committee: This committee shall consider and review all proposed text amendments to Chapters 400 (Zoning Code) and Chapter 405 (Subdivision and Land Development Regulations) of the University City Code of Ordinances

Section 5. The Chair of the Plan Commission may establish Ad Hoc Committees and appoint members for such purposes as necessary or as may be authorized by the Plan Commission. The duration of Ad Hoc committees is to be determined by the Chair of the Plan Commission.

Adopted On: August 24, 2011

Revised On: \_\_\_\_\_, 2022

\_\_\_\_\_  
Margaret A. R. Holly, Chair  
University City Plan Commission

**Commented [MH11]:** Since we already said (Section 1) that the members shall be appointed "...by the next regular meeting following the annual election of the Chair," a one year term is already defined.