The City of Olivette Planning and Community Design Commission (Commission) conducted a live stream virtual meeting on May 21, 2020, at 7:00 PM. Rob Jurgiel presiding as Acting Chair called the meeting to order. Commission Member Jodie Rich served as Acting Secretary. The meeting was live streamed via Zoom Meeting https://us02web.zoom.us/j/86231760992.

1. ROLL CALL:
On roll call, the following members were present via live stream: Brad Abel, Bryan Lewis, Rob Jurgiel, Jodie Rich, Michael Saunders, and Carol Waggoner.
Also in attendance were: Mayor Missy Waldman, Director of Planning and Community Development Carlos Trejo, and Planner/GIS Coordinator Jonathan Roper.
A quorum being presented, Mr. Jurgiel declared the meeting in session for the transaction of business.

2. NEW BUSINESS:
A. 27 Covington Lane
Staff noted the petition for two off-street parking variation at 27 Covington Road. Staff noted an existing driveway encroachment onto the neighboring property. The improvements would remove the off-street parking area encroachment. Off-street parking areas have a 5-ft setback from the side or rear property line. The new off-street parking area would be less than 1-ft from the property line but would be fully on the subject lot. The driveway would be less than 10-ft in width. Noted impediments is an air conditioner unit, basement windows, and retaining wall.
Chairman Jurgiel asked if there were public comment related to 27 Covington Lane. There were none.
Motion by Ms. Waggoner to authorize a variance in accordance with Section 400.1410 A subparagraph (2.e), permitted the off-street parking area to contain a 0-ft setback from the western side property line at 27 Covington Road, as presented today and as presented in the Memorandum from the Department of Planning and Community Development dated May 21, 2020, subject to any staff conditions noted therein. Mr. Lewis seconded the motion.
The roll call vote:
Commissioner Lewis-Yes
Commissioner Abel-Yes
Commissioner Saunders-Yes
Commissioner Rich-Yes
Commissioner Waggoner-Yes
Acting Chairman Jurgiel-Yes
Conditions of approval include the following:
1. GRADING. Staff shall be provided an opportunity to require additional grading changes to the site, as necessary to control/limit Stormwater runoff on the site and to adjacent properties. Any revised changes in the field to provide revised plans while building permits are active.
2. FINAL PLAN SUBMISSION. Building Permit Plans shall be in compliance with the Commission reviewed plans consisting of site design plans provided by Poynter Landscape, with a revision date of 2-19-2020, subject to any required modifications noted herein.
Motion passed 6-0.

B. 709 Mansfield Drive

Staff noted the petition for Community Design, Site Plan, and Concept Stormwater Management Plan Review for a 1,400 square foot residential addition to a 2-story residential home at 709 Mansfield Drive. Staff noted the design of the addition complied with the Guidelines. Staff noted stormwater management.

Jim Bulejski, Architect and Petitioner, discussed the plans with the Commission.

Commission discussion ensued regarding stormwater impact. Notably that there is a hill to the rear that carries towards the property and the impact on the subject property and adjacent properties. Also noted the size of the addition, being 1,400 sf., on an existing 2-story new home.

Motion by Mr. Saunders to consider a petition for Site Plan, Concept Stormwater Management Plan, and Community Design Review for a residential addition at 709 Mansfield Drive as presented in the Memorandum from the Department of Planning and Community Development dated May 21, 2020, subject to any staff conditions noted therein. Ms. Waggoner seconded the motion.

The roll call vote:

Commissioner Saunders-Yes
Commissioner Abel-No
Commissioner Rich-Yes
Commissioner Lewis-Yes
Commissioner Waggoner-Yes
Acting Chairman Jurgiel-Yes

Conditions of approval include the following:

1. **FRONT LIMIT EXPOSED FOUNDATION.** Limit front foundation exposure to no more than 8”.

2. **ADDRESS STAFF STORMWATER CONCERNS.** Add stormwater management technique to reduce stormwater sheet flow south towards the neighboring home.

3. **GRADING.** Staff shall be provided an opportunity to require additional grading changes to the site, including adjusting the proposed top of foundation and location of detention areas, as necessary to control/limit Stormwater runoff on the site and to adjacent properties. Any revised changes in the field to provide revised plans while building permits are active.

4. **FINAL PLAN SUBMISSION.** Building Permit Plans shall be in compliance with the Commission reviewed plans consisting of architectural plans provided by Jim Bulejski Architects, dated April 6, 2020, and site improvement plans provided by Volz, Inc. dated of April 15, 2020, subject to any required modifications noted herein.

5. **LIMIT EXPOSED FOUNDATION.** Any exposed portions of the foundation wall along Mansfield Drive and the side elevation along the south in which the foundation wall exceeds a height of one foot (1’) above the approve finished grade shall have an exterior finish cover equal to that of the overall exterior elevation finish. Building plans submitted at the time of building permit application are to be reflective of this condition.

Motion passed 5-1.

C. 449 Beauwood Court

Staff noted the petition for Community Design and Concept Stormwater Management Plan Review for a new home at 449 Beauwood Court. Staff noted the garage projection, concrete exposure on the front, grading, stormwater management, and the design of the right side of the building.
Ryan Meeks, THD Design (site designer), (Petitioner’s representative), discussed the plans with the Commission. Mr. Meeks discussed the front foundation exposure, the grading and stormwater detention, and the right side elevation.

Mr. Fred Brooks, 441 Beauwood Court, addressed the Commission.

The north side right elevation was found non-compliant with the Guidelines by the Commission and the wall needs a redesign.

Location of stormwater detention and impact on the neighbor to the south.

The item was deferred.

D. 1152 Hilltop Drive

Staff noted the petition for Community Design Review, Site Plan Review and Concept Stormwater Management Plan Review for a new single family home at 1152 Hilltop Drive. Staff noted the retaining wall along the north property line, the stormwater detention, the swale in the rear and the location of releasing water, the amount of masonry on the front and sides, and the side elevation articulation.

Andy Cohen, Kennerly Custom Homes, Petitioner, discussed the plans with the Commission. He noted the ADA compliance with the connections and the choice for the location of the streetscape, building location, and sidewalks.

Motion by Mr. Saunders to consider new single family home at 1152 Hilltop Drive as presented in the Memorandum from the Department of Planning and Community Development dated May 21, 2020, subject to any staff conditions noted therein. Ms. Waggoner seconded the motion.

The roll call vote:

Commissioner Saunders-Yes
Commissioner Abel-Yes
Commissioner Rich-Yes
Commissioner Lewis-Yes
Commissioner Waggoner-Yes
Acting Chairman Jurgiel-Yes

Conditions of approval include the following:

1. **Front Masonry.** Masonry raised on both sides of the garage door.
2. **Garage.** Garage door height raised from 7-ft to 8-ft.
3. **Side Masonry.** Brick return on the sides by 2-ft.
4. **Landscaping.** Additional landscaping across the front porch.
5. **ADDRESS STAFF STORMWATER CONCERNS.** Place midpoint of swale further towards the rear property line.
6. **FINAL STORMWATER SITE IMPROVEMENT PLAN.** At the time of application for a building permit, the Petitioner shall submit a final Stormwater Site Improvement Plan for review. Final site improvements to include construction specifications for Stormwater detention and grading plan. Fees shall be paid for required inspections by the City’s Stormwater Consultant. Cost per inspection is $250. Additional inspections shall be conducted by staff.
7. **LIMITATION OF TOP OF FOUNDATION.** The top of foundation elevation be limited to no more than 599.7. Staff shall be provided an opportunity to require additional grading changes to the site, including adjusting the proposed top of foundation and location of detention areas, as necessary to control/limit Stormwater runoff on the site and to adjacent properties. Any revised changes in the field to provide revised plans while building permits are active.
8. **FINAL PLAN SUBMISSION.** Building Permit Plans shall be in compliance with the Commission reviewed plans consisting of architectural plans provided by DL Design, dated 03/27/2020, and site improvement plans provided by Vance Engineering, Inc. with a revised date of 04/23/2020, subject to any required modifications noted herein.

9. **VERIFICATION OF SETBACKS.** Verification of the proposed building setbacks, the location of the footing forms, and an estimation of the overall residential building height based on the elevation of the footing forms are to be provided by a registered surveyor of the State of Missouri to the Building Division before the pouring of the building footings.

10. **LIMIT EXPOSED FOUNDATION.** Any exposed portions of the foundation wall along Hilltop Drive and the side elevation along the north and south in which the foundation wall exceeds a height of one foot (1’) above the approve finished grade shall have an exterior finish cover equal to that of the overall exterior elevation finish. Building plans submitted at the time of building permit application are to be reflective of this condition.

Motion passed 6-0.

Public Comment. Staff read a question provided on Zoom chat by a Barb whom inquired about stormwater and a sidewalk on the City Hall Redevelopment site.

3. **DISCUSSION ITEMS:**
   A. **Stormwater Management**
      This item was deferred.
   B. **City of Olivette Comprehensive Plan**
      This item was deferred.
   C. **OTHER BUSINESS:**
      A. **Meeting Minutes**
         The meeting minutes for May 7, 2020, were not acknowledged.
      B. **Reports**
         Mr. Trejo provided updates on planning and development activities.
         Mayor Waldman noted activities of the City Council. Mayor Waldman.

**ADJOURNMENT:**
- Acting Chair Jurgiel asked if there were any further questions or comments. Being no further question or comments, the meeting was adjourned at 9:26 PM

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Acting Secretary Jodie Rich

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Acting Chair Rob Jurgiel
Adopted: 2020 xx-xx