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**MINUTES OF THE  
PLANNING AND ZONING COMMISSION MEETING  
1 GOVERNMENT CTR ♦ BALLWIN MO 63011  
MAY 4, 2020**

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This meeting was conducted via Zoom. Chairman Weaver called the meeting to order at 7:03 p.m. Members in attendance were:

PRESENT

Chairman Mark Weaver  
Secretary Lisa Zimmerman  
Commissioner Grant Alexander  
Commissioner Tracy Bolte  
Commissioner Olivia Pieknik\*  
Commissioner Chad Silker  
Commissioner Victoria Winfrey  
Alderman Kevin Roach  
Mayor Tim Pogue

City Administrator Bob Kuntz  
Planning Technician Shawn Edghill  
City Attorney Robert E. Jones

ABSENT

Commissioner Gary Carr

*\* Commissioner Pieknik was unable to get the audio portion to work and left the meeting.*

**Approval of Minutes**

A motion was made by Mayor Pogue to accept the minutes of the March 2, 2020 meeting as submitted. Secretary Zimmerman seconded the motion, which received unanimous approval from the Commission members present.

**Z 20-02 – Special Use Exception Approval for Rear Addition**

The Edge Fitness, 14850 Manchester Rd  
*Petitioner: Mr. Gerald Bedrin, 65 Harristown Rd #301, Glen Rock NJ 07452*

Mr. Gerald Bedrin addressed the Commission, requesting approval for the addition to the rear of the Olde Towne Plaza shopping center at the address of 14850 Manchester Road. An additional 4900 square feet is needed to accommodate the required floor plan of The Edge Fitness, and after researching several options, expansion to the rear of the building was the only feasible solution.

Mr. Matt Miller of TR,i Architects, stated that Metro West Fire Protection District has approved the plan; there will still be enough room for emergency vehicles to drive through the rear of the property.

Chairman Weaver asked if the addition would be contiguous to the building. Secretary Zimmerman asked if the loading dock area would be incorporated into the addition. Mr. Miller confirmed that the rear masonry wall and loading docks would be removed for the addition, which would be part of the existing building.

Commissioner Alexander asked if the roof heights will be aligned. Mr. Miller said the addition will maintain the existing roofline. Commissioner Alexander asked if the exterior material will be consistent with the rest of the plaza. Mr. Miller said that it will.

Commissioner Alexander asked if there will be an exit from the addition in the rear. He said his concern is if there's an exit door on the south side of the addition it will reduce the driving width. He encouraged the petitioner to place any exits on the east or west sides of the addition. Mr. Miller agreed.

City Attorney Jones asked City Staff about parking requirements. He asked Planning Technician Edghill if the number of parking spaces was based on a ratio for the entire shopping center, since no one tenant has a specified number of spaces. Mr. Edghill said it is an aggregate for all tenants. City Attorney Jones asked how it was determined that 30 additional spaces would be required. Mr. Edghill said that was an error on his part; he was looking at individual tenants. Mr. Edghill doesn't feel the fitness center usage necessitates additional parking spaces.

Secretary Zimmerman asked if any usage measurements have been taken on weekends. She is concerned that weekend and birthday party traffic at Defy, the trampoline park which is next to the proposed fitness center, may cause parking issues when the shopping center is at full occupancy again. Mr. Kuntz said that current situation makes any such assessment problematic. Mr. Edghill reiterated that he doesn't feel that the additional square footage will be any cause for concern as far as parking. Mr. Bedrin stated that there are almost 5 parking spaces per 1,000 square feet, and there has not been a problem, even when Marshall's and Home Goods were open. He doesn't feel that there will be an issue. Commissioner Bolte said his concern is that the area in front of the proposed fitness center is usually the most congested. Mr. Bedrin said the addition is relatively small compared to the rest of the shopping center, so he doesn't feel parking will be an issue.

Secretary Zimmerman asked if the additional square footage would necessitate more handicap-accessible parking spaces. Mr. Miller said that at a certain point the requirement becomes a ratio.

Alderman Roach asked if the parking lot can be reconfigured to create more parking spaces if needed at a later date. Planning Technician Edghill said that parking spaces are generally a standard size, and he would have to research that question. Commissioner Alexander said the lot would have to be measured to see if there would be room to insert additional spaces. Alderman Roach said that if the parking space size is not set by ordinance, if parking becomes a problem it can be addressed in the future.

Mayor Pogue said the original ordinance for the shopping center set the parking ratio at 1 space for every 200 square feet of gross building space. Planning Technician Edghill confirmed this. Mr. Bedrin said the shopping center is 288,000 square feet. City Attorney Jones said that the ordinance requires 20 handicap-accessible parking spaces where there are over 1,000 spaces in the parking lot, and for every additional 1,000 square feet, one additional handicap-accessible space is required. This means that 25 handicap-accessible spaces are required for the parking lot. Mr. Bedrin said there are 28 handicap-accessible spaces. City Attorney Jones said that is in compliance. Mr. Bedrin stated there are 1190 total parking spaces in the plaza.

Secretary Zimmerman asked about the hours of Edge Fitness. Mr. Bedrin said that he doesn't believe it's a 24-hour gym, but doesn't know the exact hours of operation. Mayor Pogue said a nearby location's hours are 5:00 am to 9:00 pm.

Chairman Weaver opened the public hearing and asked if anyone wished to speak in favor of Petition Z 20-02. The attendees were given the opportunity to speak.

**Several attendees from Boy Scout Troop 310**, who were working on their Communications merit badges, thanked the Commission for allowing them to attend the meeting. Mayor Pogue welcomed them and wished them luck on their badges.

No one else requested to speak, and Chairman Weaver asked if anyone wished to speak in opposition to the petition. No one else requested to speak and Chairman Weaver closed the public hearing.

Mayor Pogue asked City Attorney Jones if he is comfortable with the acknowledgement of the parking allowance. City Attorney Jones said he would like to know exactly how many parking spaces there are relative to the square footage. Mr. Bedrin stated that there are 4.13 parking spaces per 1,000 sq ft of gross floor area. This is fewer than the 5/1000 required by the original ordinance. City Attorney Jones said that in the ordinance amending the development plan, the actual amount of parking spaces will need to be recognized relative to the gross floor area of the shopping center.

Mayor Pogue made a motion to recommend approval of Petition Z 20-02 to the Board of Aldermen, with the provision that the ordinance include the data regarding parking as described by City Attorney Jones. Commissioner Bolte seconded the motion, which received unanimous approval from the Commission members present.

### Other Business

Chairman Weaver asked about strategies and schedules for reopening city venues. Mayor Pogue said that we are under St. Louis County's stay at home order and the County Executive has not announced a reopening date. City Attorney Jones stated that the City cannot be more lenient than the County. Chairman Weaver said he appreciates that the city parks have stayed open. Mayor Pogue said that people have been following social distancing rules and city staff have been diligent about making sure that the parks do stay open. Secretary Zimmerman asked if the pools would be opened. Mayor Pogue said the plan is to open the pool, but again it does depend on when St. Louis County lifts the stay-at-home order.

Secretary Zimmerman asked if there will be a June meeting. City Administrator Kuntz said there is a tentative June agenda, which would be the petition for St. Louis Bread Company.

### Adjournment

Mayor Pogue made a motion to adjourn the meeting. Secretary Zimmerman seconded the motion, which received unanimous approval from the Commission members present. The meeting was adjourned at 7:53 p.m.

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Mark Weaver, Chairman  
Planning & Zoning Commission