



**MINUTES OF THE
PLANNING AND ZONING COMMISSION MEETING
1 GOVERNMENT CTR ♦ BALLWIN MO 63011
NOVEMBER 2, 2020**

Chairman Weaver called the meeting to order at 7:00 p.m. Members in attendance were:

PRESENT

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

ABSENT

Planning Technician Shawn Edghill
City Attorney Robert E. Jones

Approval of Minutes

A motion was made by Commissioner Bolte to accept the minutes of the August 3, 2020 meeting as submitted. Commissioner Alexander seconded the motion, which received unanimous approval from the Commission members present.

SUE 20-07 – Special Use Exception (Site Development Plan)

Dunkin Donuts/Baskin Robbins, 14924 Manchester Road
Petitioner: Mr. Ben Stegmann, 16100 Swingley Ridge Rd, #210, Chesterfield MO 63017

SUE 20-08 – Special Use Exception (Site Development Plan, Front Yard Parking, Car Wash)

Tommy's Express Car Wash, 14918 Manchester Road
Petitioner: Mr. Bill Dowling, 5 Bridle Ln, Frontenac MO 63031

Mr. Patrick Bennett, civil engineer and principal of Civil & Environmental Consultants, addressed the Commission, requesting approval for the proposed developments. He introduced Mr. Bill Dowling, franchisee of Tommy's Express Car Wash; Ben Stegmann with Cypress Real Estate, property owner of the parcels; and Julie Nolfo, traffic consultant with Lochmueller Group.

Mr. Bennett described the site and proposed developments. The intent is for the Tommy's Express Car Wash development to take the lead and prepare the site for the Dunkin Donuts/Baskin Robbins development. There will be one access point from Manchester Road, which is right-in/right-out. The other access point to the development is from Ballpark Dr., at the southeast corner of the development. There will be 16 total parking spaces, three traditional and 13 for vacuuming. There will be 16 queueing spaces prior to the pay station for the car wash, and then another 6-7 between the pay station and the car wash bay. There have also been provisions for pedestrian movement within the development. The proposed Dunkin Donuts/Baskin Robbins site has 19 parking spaces and an approximate queueing length of 8 cars.

Ms. Julie Nolfo, traffic operations engineer with Lochmueller Group, said that the two existing full access points to the site will be consolidated into one right-in/right-out, which has approval from MoDOT. The traffic study was conducted focusing on two current time periods, weekday afternoon and Saturday mid-day. Historical data from 2016 was also used, reflecting pre-Covid traffic patterns, as well as full use of Olde Towne Plaza and the Ballwin Athletic Association fields. Mayor Pogue asked if the studies accounted for cross-connectivity to the properties to the west. Ms. Nolfo said they did not.

Mr. Bill Dowling, of Dowling Enterprises, addressed the Commission regarding the proposed Tommy's Express Car Wash. He stated that his company is family-owned and will participate in the daily operations of the business. Mr. Dowling said the environmentally friendly car wash reclaim system uses approximately 22 gallons, and none of the water goes into the storm system. Mr. Dowling said with their efficient system, they can wash up to 200 cars/hour, which will prevent long queues. Mayor Pogue asked how many employees would be on site. Mr. Dowling said there would be 15-20 total employees, 5-6 during peak times.

Mr. Ben Stegmann with Cypress Real Estate addressed the Commission regarding the proposed "post-Covid" Dunkin Donuts/Baskin Robbins development. Mr. Stegmann stated that the rear building will remain and the façade will be upgraded. He said the needs of the BAA will be addressed as well. With regards to cross-access, the neighbors to the west do not want cross access as they feel it will interfere with their loading dock, but the biggest issue is topography. Mayor Pogue said that a cross access easement to the west has already been granted. Mr. Stegmann said that the grade is too steep to create a working cross access without creating a lot of problems.

City Attorney Jones asked if all three parcels currently lots of record. Mr. Stegmann said the front two are, but he is not sure about the rear building. Mr. Bennett explained the breakdown of the parcels.

Secretary Zimmerman asked about signage for the area of the crosswalk where pedestrians will have to walk in front of cars exiting the drive-thru. Mr. Stegmann said there will be signage to watch for pedestrians. Secretary Zimmerman asked if there will be a rear entrance. Mr. Stegmann said there will most likely be one for employees and trash removal, but not for customers.

Mayor Pogue said that he has major concerns with traffic flow, parking, and the location of the vacuums along the main entrance. Ms. Nolfo said that while there is a lot happening, Dunkin Donuts is not like a typical fast food restaurant with constant traffic. Mr. Dowling said he will look into relocating the two vacuum spaces closest to Manchester. Mayor Pogue said even with moving or eliminating the two vacuum spaces closest to Manchester does not relieve the congestion of the site. Chairman Weaver asked how much use the vacuums get. Mr. Dowling said they are used periodically.

Commissioner Alexander asked if the drive-thru lane could be moved and accessed from Manchester. Mr. Stegmann and Ms. Nolfo said that would cause a problem if for some reason the line got backed up, as it would block Manchester Rd.

Mayor Pogue asked about product delivery. Mr. Bennett said that deliveries would be made via a box truck, not a semi. Chairman Weaver said that Dunkin Donuts should have control over when the deliveries would take place; Mr. Bennett agreed.

Commissioner Bolte asked how debris is filtered out in the recycled water for the car wash. Mr. Dowling said that in the reclaim system the water goes through several filters before entering the reservoir that is used for undercarriage and tire cleaning. A septic company comes periodically during off hours to remove the sediment.

Secretary Zimmerman asked where employees will park. Mr. Bennett said there is ample parking at the south end of the parcel. Alderman Roach asked about landscaping setbacks. City Attorney Jones said it shows the landscaping setbacks on the submitted plans.

Mayor Pogue asked if the Dunkin Donuts/Baskin Robbins is proposing outdoor seating. Mr. Stegmann said there will not be outdoor seating.

Commissioner Bolte asked about the power pole that is currently where the Manchester Road access will be located. He is concerned it will impede sight lines. Mr. Barrett said that the pole will be relocated in cooperation with Ameren Missouri. If necessary, the electric will be run underground. Ms. Nolfo said that MoDOT will not approve a plan that has sight distance limitations.

Secretary Zimmerman asked about clearance for emergency vehicles. City Attorney Jones said he doesn't see any issues.

Chairman Weaver opened the public hearing and asked if anyone wished to speak in favor of Petition SUE 20-07. No one came forward. Chairman Weaver asked if anyone wished to speak in opposition to the petition. No one came forward and Chairman Weaver closed the public hearing.

Chairman Weaver opened the public hearing and asked if anyone wished to speak in favor of Petition SUE 20-08. No one came forward. Chairman Weaver asked if anyone wished to speak in opposition to the petition. No one came forward, and Chairman Weaver closed the public hearing.

Commissioner Bolte expressed his concerns about traffic congestion within the proposed development.

Chairman Weaver made a motion to recommend approval of Petition SUE 20-07 to the Board of Aldermen, with the provision that the petitioner grant a cross-access easement to the west of the property, and the petitioner resubdivide the lots as necessary. Secretary Zimmerman seconded the motion, and a voice vote was taken with the following result: Aye – Weaver, Zimmerman, Carr, Alexander, Silker, Winfrey, Pieknik, Pogue, Roach; Nay – Bolte. The motion passed, 9-1.

Chairman Weaver made a motion to recommend approval of Petition SUE 20-08 to the Board of Aldermen, with the provision that the petitioner resubdivide the lots as necessary. Secretary Zimmerman seconded the motion, and a voice vote was taken with the following result: Aye – Weaver, Zimmerman, Carr, Alexander, Silker, Winfrey, Pieknik, Pogue, Roach; Nay – Bolte. The motion passed, 9-1.

SUE 20-09 – Special Use Exception (ATM)

Chase ATM, 14660 Manchester Road

Petitioner: Mr. John Brannin, 3753 Suffolk Dr, Tallahassee FL 32309

Ms. Micki Wehmeier of Aligned Studio Architects, addressed the Commission, requesting approval for the proposed ATM site. Chase is proposing to use the existing location, which is on the west side of Maple Ln, across from the former Steak n' Shake. The current concrete platform will be demolished. The drive lane next to the ATM will be wider and safer, and a new light standard will be installed. The SUE that was in place for the previous bank's ATM has expired, necessitating this petition.

Commissioner Bolte asked if the proposed ATM and island is smaller. Ms. Wehmeier said that it is four feet wide; the previous one was six feet wide. Secretary Zimmerman asked how long construction would take. Ms. Wehmeier said that it is prefab, so it will go quickly.

Commissioner Carr asked if there were any problems with the previous ATM. City Attorney Jones said that it was removed a long time ago, but he is not aware of any concerns. Alderman Roach said that the site has good visibility and lighting.

Chairman Weaver opened the public hearing and asked if anyone wished to speak in favor of Petition SUE 20-09. No one came forward. Chairman Weaver asked if anyone wished to speak in opposition to the petition. No one came forward, and Chairman Weaver closed the public hearing.

Mayor Pogue made a motion to recommend approval of Petition SUE 20-09 to the Board of Aldermen. Secretary Zimmerman seconded the motion, which received unanimous approval from the Commission members present.

SUE 20-10 – Special Use Exception (Amended Site Development Plan)

Panera Bread, 14646 Manchester Road

Petitioner: Mr. Rashad Palmer, 3630 S Geyer Rd, St Louis MO 63127

Mr. Dan Cook of Panera addressed the Commission, requesting approval for the revised site plan. The building has been rotated clockwise to now face Manchester Road. This will provide easier ingress/egress from Manchester Road, especially from the drive-thru. The building has been moved back from Manchester to provide a larger patio seating area. A second drive-thru lane will be added for rapid pickup orders.

Secretary Zimmerman asked if there will be designated curbside pickup parking spaces. Mr. Cook said that is unknown at this time, but rapid pickup parking spaces will be maintained for customers who want to come inside to pick up orders. Secretary Zimmerman asked how many seats will be available on the patio. Mr. Cook said that there will be approximately 20-30.

Mayor Pogue asked about live music. Mr. Cook said there will be no live music; just what is piped in to the restaurant.

Secretary Zimmerman asked if there has been a traffic study. Mr. Cook said he didn't believe so. Commissioner Bolte said that he has concerns about the western access point creating a traffic problem on Maple Ln. Mr. Cook asked if the Commission would be amenable to making it an egress/right out only. Commissioner Bolte said if that change were made he would be more inclined to recommend approval.

Secretary Zimmerman asked if deliveries will take place in the smaller parking area. Mr. Cook said yes. Secretary Zimmerman asked about employee parking. Mr. Cook said that there would be about 15 employees at peak times. Secretary Zimmerman asked if there will be directional signage for the drive-thru. Mr. Cook said yes. Secretary Zimmerman asked if the drive-thru queue overflow would end up in the former Hobby Lobby parking lot. Mr. Cook said it would be in the drive lane between the parking lots.

Chairman Weaver opened the public hearing and asked if anyone wished to speak in favor of Petition SUE 20-09.

Mr. Mike Schmidt, 217 Solley Dr, came forward and thanked them for addressing the lighting issue. He has concerns regarding the noise from the drive-thru and delivery hours.

Chairman Weaver asked if anyone wished to speak in opposition to the petition.

An unidentified representative came forward on behalf of Jim Alabach/Manchester Rd Associates. He stated there were numerous issues. He read from an easement restriction agreement dated 1999.

Commissioner Alexander asked if it is within the Commission's purview to review the agreement referenced by Mr. Alabach's representative. City Attorney Jones said that it is a contractual matter between the property owners. The Commission should base their decision on the petition before them.

No one else came forward, and Chairman Weaver closed the public hearing.

Mayor Pogue made a motion to recommend approval of Petition SUE 20-10 to the Board of Aldermen. Alderman Roach seconded the motion, which received unanimous approval from the Commission members present.

Other Business

The only item on the agenda for the December meeting is the Capital Improvement Plan Budget.

Commissioner Bolte announced he would be moving from the area sometime after the first of the year and that it has been his pleasure to serve on the Planning and Zoning Commission.

Adjournment

Chairman Weaver 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 9:05 p.m.

J. Mark Weaver, Chairman
Planning & Zoning Commission

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