

**MINUTES OF THE PLANNING AND ZONING
COMMISSION MEETING**

BRENTWOOD CITY HALL VIRTUAL MEETING

**DATE: February 10, 2021
6:00 PM**

Acting Chairman Shipley called the meeting to order at 6:00 PM.

Roll Call: Sheri Bilderback, Mark Favazza, Rebecca Jacobs, Jeff Moore, Hart Nelson, John Nuernberger, Lisa Schuering and Tom Shipley.

APPROVAL OF MINUTES

Meeting minutes for January 13, 2021 were approved by acclamation.

OLD BUSINESS

Case #21-01 – Site Development Plan Approval for property at 8419 Manchester Road (Professional Office Building)

Chairman Shipley asked if all items discussed at the January Site Plan Subcommittee meeting have been addressed particularly landscaping requirements as noted in the PDS reviews and additionally, if contact had been made with residents to address any remaining concerns.

Mr. Craig Schluter, representing the petitioner Navigate Realty LLC, stated items discussed at the Site Plan Subcommittee meeting have been incorporated into the final site plan presented to the Commission this evening. Contact was made with neighboring residents who have been involved in the process, and he believes their questions and comments have also been addressed.

Ms. Koerkenmeier noted majority of the revisions were made prior to the Site Plan Subcommittee meeting and were presented to the Committee at the Jan 27th meeting. Remaining items have been included as conditions of site plan approval. The Site Plan Subcommittee is recommending to the Commission to grant the exceptions to the setbacks along the north and west property lines of the subject property and that the developer be required to provide a cross-access easement across his property to support future redevelopment of the property to the east. She added the petitioner has agreed to the cross-access easement as it is noted and depicted on the site plan.

Chairman Shipley asked if the Commissioners had any further questions or comments. He asked if any meeting attendees had questions or comments. Hearing none, Chairman Shipley called for a motion from the Commission.

Motion by Mr. Nelson, seconded by Ms. Bilderback, to approve the site plan application with the following conditions:

- 1) A cross access easement as depicted on the site plan shall be executed by property owner and recorded in the office of the St. Louis County Recorder and a copy of the recorded instrument provided to the City of Brentwood.
- 2) An exception of the front (ROW) setback along Helen Avenue (west property line) of 15' to allow a front (ROW) setback of 10' be granted.
- 3) An exception of the rear setback along the north property line of 6' to allow a rear setback of 19' be granted.

Roll Call: 7 - ayes, 0 – nay, Sheri Bilderback-yes, Mark Favazza– yes, Rebecca Jacobs– yes, Jeff Moore- yes, Hart Nelson– yes, John Nuernberger– yes, and Lisa Schuering– yes.

Ms. Koerkenmeier informed the Commission the petitioner would like to begin construction to allow them to complete project this fall and asked if Mr. Schluter was requesting the Commission consider a recommendation to the Board to entertain a 1st and 2nd Reading of the Ordinance at the February 16th Board of Aldermen meeting.

Mr. Schluter asked the Commission to consider this recommendation as their company is an existing company and is occupying space they currently lease. Due to leasing and construction schedule they desire to begin construction as soon as possible.

Motion by Mr. Nuernberger, seconded by Mr. Nelson, that due to there being no objections from neighboring property owners, the Commission recommends to the Board consideration of a 1st and 2nd Reading of the Ordinance approving the site plan at the February 16th Board meeting. Motion approved by acclamation.

NEW BUSINESS

None

ALDERMANIC REPORT

None

CITY PLANNER'S REPORT

Ms. Koerkenmeier announced Mike Daming has resigned from the Commission due to his family relocating from Brentwood. This leaves the Chairman position vacant. Per the code requirements establishing the Planning and Zoning Commission, Vice-Chairman Tom Shipley shall serve as Acting Chairman. She noted the code also states that nominations for officers is to occur in May and election of officers is to occur in June.

The Commission concurred to have Mr. Shipley serve as Chairman until upcoming election. Mr. Shipley agreed to serve. The Commission also concurred to have Secretary John Nuernberger preside as Chairman if Mr. Shipley is unable to attend meeting.

Commissioners also asked Ms. Koerkenmeier to check on appointments to the Commission regarding terms and if reappointments are anticipated in May.

FEBRUARY 24TH MEETING SITE PLAN REVIEW SUBCOMMITTEE APPOINTMENTS

None

RATIONALE FOR THE BOARD OF ALDERMEN

None

OTHER BUSINESS

None

ADJOURNMENT

Motion to adjourn all in favor; stand adjourned 6:17 PM.