

**PLANNING AND ZONING COMMISSION  
AGENDA  
TUESDAY, OCTOBER 22, 2019  
7:00 P.M.**

- 1. CALL TO ORDER:**
- 2. ROLL CALL:**
- 3. APPROVAL OF MINUTES**
  - 1. Planning & Zoning Meeting – September 24, 2019**
- 4. PUBLIC HEARINGS:**
- 5. PUBLIC PARTICIPATION-SPEAKER CARDS**
- 6. NEW BUSINESS:**
  - 1. Site Plan review, Lot 2B Route 66 Business Parkway**
- 7. OLD BUSINESS:**
  - 1. PZ2018-22: Consideration of the Text Amendment to the Subdivision Ordinance.**
- 8. COMMITTEE REPORTS:**
  - 1. BOARD OF ALDERMEN**
  - 2. BOARD OF ADJUSTMENT**
- 9. OTHER BUSINESS:**

## **10. ADJOURNMENT**

### **This Meeting is Open To The Public**

**Note: The Planning and Zoning Commission will consider and act upon these matters listed above and any such others as may be presented at the meeting and determined appropriate for discussion at that time.**

**CITY OF PACIFIC  
RECORD OF PROCEEDINGS**

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**REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION  
AT THE PACIFIC CITY HALL, 300 HOVEN DRIVE  
SEPTEMBER 24, 2019**

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The Planning and Zoning Commission Meeting was called to order by Chairman Bruns at 7:00 P.M. on September 24, 2019, at Pacific City Hall, 300 Hoven Drive, Pacific, Missouri.

The roll call was taken with the following results:

**PRESENT**

Chairman Bruns  
Commissioner Miles  
Commissioner Graham  
Commissioner Bates  
Commissioner Eversmeyer  
Commissioner Brocato

**ABSENT**

Alderman Rahn  
Commissioner Smith  
Commissioner Koelling

City Engineer Hodge, Kim Barfield and Rae Cowsert were also in attendance.

**APPROVAL OF MINUTES**

**A. Planning & Zoning Meeting – August 27, 2019**

A motion was made by Commissioner Brocato and seconded by Commissioner Bates to approve the minutes. A voice vote was taken and the motion was approved 6-0.

**PUBLIC HEARINGS:**

1. **PZ2019-13: A Public Hearing to consider a Text Amendment to the Municipal Code Title IV: Land Use for the City of Pacific.**

Chairman Bruns opened the public hearing and asked if it was posted. Engineer Hodge stated yes it had been posted. Engineer Hodge stated she did not write a staff report for this proposed Text Amendment. Chairman Bruns stated she feels the only change is on the use of Metal Panels. She stated she does not have a problem with architectural metal panels being used on a project. Chairman Bruns said she feels something should be expanded on regarding the siding. Chairman Bruns asked about continuing the

public hearing. City Clerk Kim Barfield said the language should be changed. Chairman Bruns stated they could address the language in the motion and then vote. There being no further comments, Chairman Bruns closed the public hearing.

### **SPEAKER CARDS**

None

### **NEW BUSINESS:**

- 1. PZ2019-13: Consideration of a Text Amendment to the Municipal Code Title IV: Land Use for the City of Pacific.**

A motion was made by Commissioner Eversmeyer and seconded by Commissioner Bates to approve the amendment with the following change; expand #2 to read “as approved by administration or Planning and Zoning Board”. A vote was taken with the following results: Ayes, Commissioner Brocato, Commissioner Graham, Commissioner Bates, Commissioner Eversmeyer, Chairman Bruns, Commissioner Miles; Nays, none. The motion was approved 6-0 and will be presented to the Board of Aldermen at the next meeting.

### **OLD BUSINESS**

- 1. PZ2018-21: Consideration of the Text Amendment to the Zoning Ordinance.**

Chairman Bruns stated she spoke with Administrator Roth earlier in the day and he stated he would like to have the two items continued so he can review further and present them at the October 22 meeting. Engineer Hodge stated she still wanted to go over some of the changes which were being requested by herself, Scott Wagner, and Robert Brueggemann after their review. Chairman Bruns stated she is open to having another workshop on these items if necessary. She would rather everything be addressed correctly and not have to come back in a few months due to something being missed.

- 2. PZ2018-22: Consideration of the Text Amendment to the Subdivision Ordinance.**

A motion was made by Commissioner Eversmeyer and seconded by Commissioner Miles to continue both PZ2018-21 and PZ2018-22 until the October 22 meeting. A voice vote was taken with the motion being approved 6-0.

### **COMMITTEE REPORTS**

- A. Board of Aldermen**

Alderman Rahn was not in attendance.

**B. Board of Adjustment**

Rae Cowsert stated there is a hearing scheduled for a Variance request on side yard set-backs for October 2.

**OTHER BUSINESS**

None

**ADJOURNMENT**

There being no further discussions, Chairman Bruns asked for a motion to adjourn. A motion was made by Commissioner Brocato and seconded by Commissioner Bates. A voice vote was taken and the meeting was adjourned at 7:50 p.m.

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**Jerry Eversmeyer, Secretary**

# MEMORANDUM

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Steve Roth  
City Administrator

636-271-0500 ext. 213  
sroth@pacificmissouri.com

October 18, 2019

Dear Planning and Zoning Commission members,

The following constitutes my staff report for the October 18, 2019 meeting.

## **1. Site Plan Review, Lot 2B, Route 66 Business Parkway**

This is the first site plan we received since the Board of Aldermen adopted Ordinance 3100, which provides for administrative approval of site plans, provided they meet requirements of the Municipal Code. This plan as submitted is generally in compliance, though with some deficiencies as noted in the below report. I've also attached a checklist for Commission reference.

### **Code conflicts / deficiencies**

The location of the building on the lot and the conflict with the City's building exteriors standards are two of the primary conflicts to be addressed.

- Section 410.075.B.2 The building does not front on Route 66 Business Parkway. Rather, the building is situated to essentially face the side lot line (west), with the side of the building (south façade) facing the street and the rear wall (east elevation) facing Osage Street, to some degree. A loading dock is proposed on the south façade.
- Section 400.220. The building is within 500 feet of Osage Street and is subject to the exterior building materials requirement of this ordinance. Metal siding is not permitted, which is proposed here.

A landscaping buffer or visual screen (fence) may be considered as a way to address the above conflicts.

### **Other conflicts**

- No geo-tech report provided. (Ord. 3100)
- The driveway entrance is in excess of the 35-ft maximum permitted. (400.235.A.4.C)
- Landscaping and screening plan not in compliance. (400.230)
- Vertical curbing required for parking lots and interior islands. Curbing either absent or not clearly noted on plan. (400.235.A.5.A.3)
- The south loading docks appear to require trucks to stage on Route 66 Business Parkway and back into the docks. Not ideal. (400.235.B)
- Trash enclosure is shown but no detail given. (400.230.D.2)

### **Discussion**

- Landscaping and screening. Staff recommends that a substantial landscaping screen or visual screen be installed on the property frontage, if the building location on the lot is to be approved. The loading dock location more or less on the lot frontage is not ideal and needs to be buffered.

- With respect to the general landscaping plan, the following is taken from the provided Landscaping Plan, with deficiencies noted:

LANDSCAPING REQUIREMENTS

*LOT AREA = 107,158SF*

*TREES & SHRUBS REQUIRED =  $\frac{1 \text{ TREE \& } 2 \text{ SHRUBS}}{5,000 \text{ SF LOT AREA}} \times 107,158 \text{ SF} = 21 \text{ TREES \& } 44 \text{ SHRUBS}$*

*PARKING LOT AREA = 39,939 SF*

*INTERIOR LANDSCAPING REQUIRED = 2.5% X PARKING LOT AREA = 2.5%(39,939 SF) = 998 SF*

*INTERIOR LANDSCAPING PROPOSED = 1,022 SF*

*PARKING LOT INTERIOR TREES REQUIRED =  $\frac{1 \text{ TREE X } 998 \text{ SF}}{200 \text{ SF}} = 5 \text{ TREES}$*

*PARKING LOT INTERIOR TREES PROPOSED = 2 TREES*

*TOTAL NUMBER OF TREES REQUIRED: 26 TREES*

*TOTAL NUMBER OF TREES PROVIDED: 13 TREES*

*TOTAL NUMBER OF SHRUBS REQUIRED: 44 SHRUBS*

*TOTAL NUMBER OF SHRUBS PROVIDED: 22 SHRUBS*

Staff finds that the above plan as presented is in general compliance with the spirit and intent of the Code, as we understand it. However we would defer to the Commission for further discussion.

- Parking lot curbing / trash enclosures. Staff recommends the Plan be in compliance with Municipal Code
- Driveway entrance. A much wider entrance was permitted in the development to the immediate west (Insulite Glass Building). Staff has no objection to the driveway entrance as proposed here.
- Geo-tech report. This should be provided.
- Loading / staging on the street. This is not ideal though is not uncommon in other areas of the City. Staff has no strict objection to this, but would caution that future use of the vacant ground facing Osage Street (east of Dollar General) may be impacted by truck use of the roadway proposed here.

**Summary / recommendation**

Staff believes that the adjacent Insulite Glass development in general meets the spirit and intent of the City's zoning and land development regulations, and we find that this project is in the same general category. However, the building configuration on the lot should be subject to further discussion. If approved as presented, the south and rear wall (facing east / southeast) would be all metal and in staff's opinion should be subject to significant landscaping or screening buffers.

With respect to vertical curbing, trash enclosures and other more "routine" code issues, we recommend the plan be brought into compliance with these requirements as a condition of approval.

## 2. Bill 4013, Subdivision Regulations.

I understand that this bill was subject to some discussion at the Sept. 24 meeting, though no action was taken. The Public Works Commissioner has indicated a desire to review this more fully, and I would concur. I would also like to have more time on this. If changes are recommended through this review process, then staff would recommend a new public hearing be held to consider any revised recommendation. This could be done as early as Nov. 26 if the Commission desires, or could wait for a further meeting. I would defer to the Commission for further discussion and direction on these points.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Steve Roth".

Steve Roth  
City Administrator

City of Pacific		
PUD checklist		
Route 66 Business Park		
Legal Description		Lot 2b Route 66 Business Park Plat 2
Parcel ID		30Z310394
Zoning		M-1
Permitted use?		Yes
Zoning District Dimensional Requirements		
Minimum Lot Area	10,000 sf	Yes
Minimum Lot Width	50 ft*	Yes
Minimum Lot depth	100 ft	Yes
Maximum site coverage	<85%	Yes
Front setback	25	No
Side setback	0	Yes
Rear setback	0	Yes
Maximum height	3 stories / 50 ft	Yes
Minimum floor area	None	Yes
Performance standards	<5% open storage	Yes
Plan submittal requirements		
Applicant / owner signatures	Yes	
15 copies	Yes	
All necessary data / drawings	Yes	
Professional seal	Yes / not signed	
Location map	Yes	
Current / proposed zoning	Yes	
Title block	Yes	
Proposed use / setbacks	Yes	
Location and size of building	Yes	
Legal description/ area	Yes	
Height / stories	Yes	
Building elevations	None	
Easements	OK	
Utilities	Yes	
Sanitary / storm	OK	
Contour lines / floodplain	Yes	
Site coverage data	Yes	
Floor area to site area	Yes	
Parking space data	Yes	
Lighting plan	No	
Trash enclosure	Yes / no detail	
Landscaping	Yes / deficient	
Other agency approvals	No	

Outboundary	Yes
Building data	Yes
Tree locations	Yes
Cross sections / FFE	No
Ingress / egress	Yes
Sanitary / storm plan	Yes
Water source	Yes
Supplemental regulations	
Accessory utility uses and facilities compliance	?
Sanitary sewers	Yes
Storm drainage	OK
Minimum design / development standards	
Standards for buildings on major roadways and downtown	Not met
Landscaping and screening	Yes / deficient
Off-street parking and loading	Yes
Hard surface	Yes
Schedule compliance	Yes
Required spaces	1 per employee; 1 per 3,000 sf warehouse
Provided spaces	54
Dimensional requirements	
Stall depth	Yes
Aisle width	Yes
Construction standards compliance	
8 inch rock / 2 inch asphalt	Exceeds
Straight back / vertical curbing	No / discuss
Striping	Yes
10-ft front setback	Yes
10-ft side and rear (if applicable)	n/a
Loading compliance	Discuss
Accessible spaces compliance	4 shown

