

**City of Wildwood, Missouri
Record of Proceedings**



Town Center Update Team Meeting

Tuesday, February 11, 2020
Wildwood City Hall, 16860 Main Street, Wildwood, Missouri 63040
Meeting #15 Minutes

The Town Center Update Team meeting was called to order by Moderator Dr. Jones, at 6:32 p.m., on Tuesday, February 11, 2020, at Wildwood City Hall, 16860 Main Street, Wildwood, Missouri.

I. Welcome and Opening Remarks by Chair Loyal and Pledge of Allegiance

Dr. Jones welcomed the Team Members and thanked them for their attendance this evening, then led the attendees in the Pledge of Allegiance.

Given Chair Loyal's prior commitment this evening, he was unable to attend; therefore, Director Vujnich recommended Team Member Hoffmann to be Acting Chair. A motion was made to said recommendation by Team Member Helfrey, seconded by Council Member Stephens, with a voice vote taken that unanimously approved the motion.

II. Review and Action on Draft Minutes from December 10, 2019 and January 14, 2020 Meetings

Dr. Jones questioned if there were any changes or comments the Team Members had regarding the minutes from the 12/10/2019 Meeting. Hearing none and with consensus of the Team, Dr. Jones declared these Meeting Minutes approved.

Regarding the minutes from 1/14/2020 and, again, with consensus of the Team, Dr. Jones declared these Meeting Minutes approved.

III. Public Comments and Input Led by Moderator (Dr. Jones)

Dr. Jones opened the floor to the audience for any public comment, which there were none at this time. He noted another opportunity would be available later in the meeting and concluded this Public Comment Session.

IV. Explanation of Meeting Materials by Department of Planning and Parks

Director Vujnich first introduced the newest member of the Team, Kevin Lux, who was appointed to fill a vacancy, and welcomed him. He then provided a brief explanation of the items in the packet, as they relate to the discussion on tonight's agenda: as typical, the timeline and chart representing discussion and the formal actions taken by the Team, the updated summary of the list of land use activities permitted or conditioned by the district designations of the Regulating Plan, with changes recommended by the Team, since January's meeting, and then the updated Town Center Development Manual, relative to the Neighborhood Design Standards, the 4th major component of the Team's review process.

Per request of Council Member McCutchen, Roll Call was taken at this time, with the following results:

Present Team Members: Rowton, Lux, Marion, Weiss, Risdall, Broyles, Kohn, Helfrey, and Hoffmann, and Council Members McCutchen and Stephens.

Absent Team Members: Curtis, Edwards, Brewer, Hood, Sedlak, and Lee and Chair Loyal.

Staff in attendance: Director of Planning Vujnich, Senior Planner Gaston, and Economic Development Manager Jacquin.

V. Continued Review and Discussion of the List of Land Use Activities and Possible Modifications

Before discussion began on this item, Council Member Stephens asked about the scheduling of the remaining street issues, which Director Vujnich stated the traffic analysis would be received in March from the development entity of the multifamily project at Generations Drive and Turkey Tract Road, and, along with Director of Public Works, Rick Brown, and Economic Development Manager, Julian Jacquin, the Team could be updated then relative to these collector streets.

Per the previous three (3) meetings' discussions, Director Vujnich summarized the changes to date, noting the modifications to the Regulating Plan, then the Team's review moved on to the List of Land Use Activities. Modifications included, specifically, *Restaurants, including fast-food, but with drive-thru facilities* – not adding it to Workplace – and consolidating three (3) separate uses: *Park & Open Spaces; Public and Private Areas; Scenic Areas; and Wildlife Refuges*, into one (1): *Park & Open Spaces; Scenic Areas*. If one were to reference the factors between the Downtown and Workplace Districts, there is a lot of shared commercial uses amongst them, but it was questioned what differentiates them. Principally, Downtown District allows a larger footprint on the ground floor than the Workplace District [i.e. 40,000 sf vs 10,000 sf respectively], with the intent of the Downtown District not being replicated in the Workplace District, the latter being closer to residential and more pedestrian in nature. With respect to commercial areas, the map is used to reflect the more intense uses in the Downtown District, while the Workplace District areas are, again, closer to residential along Manchester Road and State Routes 100 and 109 [i.e. Village Plaza]. There are some exceptions to this pattern, one of which is Schnuck's Wildwood Crossing; while it is close to residential, it is zoned Downtown District, given the intensity of commercial activities approved by St. Louis County, prior to the incorporation of the City.

Discussion continued on to the ongoing review of the Land Use Activities Chart, which Director Vujnich explained more of them were conditional than not, and an effort was made to consolidate, where possible, those uses that are very similar in nature [i.e. bakeries and shops are defined as retail]. Therefore, the Department expanded the table, indicating current and proposed activities, as well as current and new district classifications [i.e. permitted, conditional, non]. Necessitating these aforementioned revisions, Director Vujnich mentioned

the Architectural Review Board reviewed its guidelines back in 2018, at which time it was questioned why certain activities were not allowed, thus they were updated. A summary of ARB's review has been provided, as part of the Team's packet information for several months. Acting Chair Hoffmann added input from the ARB's founded inconsistencies and corrections to the Guidelines.

Referring back to the Land Use Activities Chart, Team Member Helfrey asked for clarification on the Research Laboratories & Facilities and why this activity is allowed in the Downtown District, yet not in the Workplace District. Director Vujnich explained that, although they are not huge tax generators, the Team could consider adding them to the Workplace District. At this time, Economic Development Manager Jacquin spoke with regard to groups and individuals he is has been in contact regarding the potential of opening businesses in Wildwood. Most recently, the interest has been life sciences incubators, a Cortex hub, and other businesses focused on work/home-life balance. Providing an allowance for these uses would be appropriate in the Downtown and Workplace Districts. In conclusion, he stated the City is growing, yet not in the sense of large-space businesses, but more in the vicinity of 3,000 sf building sizes.

A motion was made by Team Member Helfrey seconded by CM Liaison McCutchen, to add Research Laboratories & Facilities to the new Workplace District as conditional. Dr. Jones requested a roll call vote, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Weiss, Risdall, Marion, Broyles, Kohn, Helfrey, and Hoffmann, and Council Members McCutchen and Stephens.

Nays – none

The motion passed [11/0].

Team Member Helfrey requested further clarification in regard to Bakeries and Stores, Shops & Open-Air Markets, as to which categories they are placed. Director Vujnich noted they would be inclusive of retail businesses, under a single category.

Council Member McCutchen requested Stores & Shops for Retail Purposes, shown as permitted Neighborhood General Districts, be changed to conditional, given the housing in the area. Director Vujnich indicated the Department would not have any objection to it. She put same in the form of a motion, seconded by Team Member Helfrey. Dr. Jones requested a roll call vote, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Weiss, Risdall, Marion, Broyles, Kohn, Helfrey, and Hoffmann, and Council Members McCutchen and Stephens.

Nays – none

The motion passed [11/0].

Council Member Stephens questioned why taverns and sewage facilities were changed to conditional, which Director Vujnich noted was being recommended to add a second layer of review for these types of uses. Team Member Hoffmann stated the requirements for wastewater treatment plants stipulate that DNR, MSD, and St. Louis County participate in any such consideration; however, Director Vujnich noted that MSD's western jurisdictional extent ends approximately at State Route 109, so beyond it, the City is the review authority. There are a few exceptions, being the expansion areas for sanitary sewers, such as St. Louis Community College's Wildwood Campus and Wildwood Square.

Council Member Stephens then moved to the Housing category, noting multi-family and single-family attached units were made permitted, when previously not allowed at all, in the Neighborhood Edge District, thus he made a motion to remove them, which was seconded by Council Member McCutchen. Dr. Jones requested a roll call vote, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Weiss, Risdall, Marion, Broyles, Kohn, Helfrey, and Hoffmann, and Council Members McCutchen and Stephens.

Nays – none

The motion passed [11/0].

Council Member Stephens then moved to Other Housing and then requested an explanation for Bed & Breakfasts not being included in the Downtown and Workplace Districts. Director Vujnich explained that, in these districts, they would be considered hotels. Team Member Helfrey mentioned Bed & Breakfasts are typically established in existing structures, which was her rationale for making them conditional in all the neighborhood districts, as well in the Pond Historic District. Again, they are conditional, in lieu of permitted, for the added layer of review for appropriateness [i.e. access, parking, wastewater treatment, and utilities].

Council Member Stephens made a motion to include Bed & Breakfasts as a conditional use in the Downtown District, which was seconded by Team Member Broyles. Team Member Helfrey motioned to amend the original motion to allow them in the Workplace District, as well, seconded by Team Member Risdall and agreed to by Maker of the Motion. Council Member McCutchen stated this type of use is characteristic of a historic area and should only be allowed in the Pond Historic District. Hearing no further discussion, Dr. Jones requested a roll call vote on the amendment, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Weiss, Risdall, Marion, Broyles, Kohn, Helfrey, and Hoffmann, and Council Member Stephens.

Nays – Council Member McCutchen

The motion passed [10/1].

Dr. Jones requested a roll call vote on the original motion, as amended, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Weiss, Risdall, Marion, Broyles, Kohn, Helfrey, and Hoffmann, and Council Member Stephens.

Nays – Council Member McCutchen

The motion passed [10/1].

Council Member McCutchen motioned for removal of Libraries as a conditional use in the Neighborhood General District; however, it failed for lack of second. Discussion turned to back to MSD’s coverage area, schools were briefly mentioned, and accessory dwelling units, all of which Director Vujnich again provided an explanation of required review by particular authorities in these permitted use instances.

Council Member Stephens motioned to approve the Land Use Activities Chart, with the modifications made to date, inclusive of all aforementioned changes to be reflected in a final update indicating changes made, as well as a clean version. The motion was seconded by Team Member Marion, then Dr. Jones requested a roll call vote, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Marion, Weiss, Risdall, Broyles, Kohn, Helfrey, and Hoffmann, and Council Members McCutchen and Stephens.

Nays – none

The motion passed [11/0].

VI. Introduction of Town Center Plan’s Neighborhood Design Standards (4th Major Component)

Dr. Jones so noted the next item for review was the Neighborhood Design Standards [NDS], which Director Vujnich provided a brief summary as they currently exist and rationales for progression from one district to another other. The standards are included as part of the overall Town Center Development Manual [TCDM] and provided to the Team in a ‘recipe’ format, listing allowable building types [mixed-use, retail, housing, etc.], lot sizes [depth and width], and building standards [height, build-to lines regarding placement of structure, frontage, and block dimension] specific to each district. Façade and site standards, specifying requirements regarding pedestrian amenities, parking, garden walls, stormwater management, are defined for each district, as well. All these requirements take into account walkability, the essence of New Urbanism – the philosophy of blending the new with the old, within a pedestrian friendly environment. Director Vujnich added that, although the ARB’s TCDM was revised, the Council formed TCUT, before the updated manual could be officially approved.

Team Member Marion motioned, seconded by Team Member Broyles, to remove Permitted Land Uses from the NDS, as this section should simply reference the Land Use Activities Chart; thereby, not duplicating verbiage in both and reducing confusion. Team Member Helfrey made reference to Building Types, so once the motion was questioned during a roll call vote by Team Member Lux, Team Member Marion withdrew and restated the motion for clarification. **Again, Dr. Jones requested a new roll call vote, which was taken with the following results:**

Ayes – Team Members Rowton, Lux, Marion, Weiss, Risdall, Broyles, Kohn, Helfrey, and Hoffmann, and Council Member Stephens.

Nays – Council Member McCutchen

The motion passed [10/1].

Team Member Rowton suggested Director Vujnich summarize the rationales of each section contained in and specific to each district, which include Building Types and Building, Façade, and Site Standards. These standards specify lot sizes, parking requirements, building sizes and first-floor interior height, public space, and block configurations, all of which define the streetscape. With regard to the Downtown District, it has the most intensive land use category in all of Wildwood.

In the Workplace District, commercial area buildings are pushed forward toward the street with parking to the side and/or rear, and require greater side and rear setbacks with alley access. The Workplace District, as represented on Regulating Plan, begins the transition towards its residential neighbors. To mention a few such businesses, The Grove [first and former City Hall] has majority of parking to rear and shared with CrossFit and another office building to the south. Exceptions to the parking include Three French Hens [old Hill Beahan Lumber] has parking in front, yet this property is historic, and Cherry Hill Square, which was approved under St. Louis County. Butler Securities, repurposing another historic building, was approved by Wildwood, which required new parking to the rear.

Council Member McCutchen questioned why Wildwood Square ended up with parking in front. Director Vujnich explained the grade change between the abutting streets and the site necessitated walls, so the buildings were situated to accommodate for the engineering of this site. Being that the majority of tenants in this retail center are restaurants, the required parking was extensive. Similarly, the same was done across the highway at the bank facility, with the drive-thru area screened with a garden wall. Director Vujnich noted, in the absence of a building at the street build-to line, a wall structure of masonry materials is utilized to provide the appearance of a building, being at the street, while screening vehicles.

Moving on to the Neighborhood General District, Director Vujnich mentioned this designation being a transitional zone from the Downtown-Workplace Districts to residential zoning. There cannot be a stand-alone commercial building, yet the first floor of a building can be

commercial and contingent upon residential units on the 2nd-3rd floors above it i.e. live/work units. This category has specifications based on the type of residential, allowing for apartments, row houses [must be served only by rear-access alleys]; houses, which can include outbuildings, such as an accessory dwelling and/or mother-in-law-type units. He went on to explain the specific sizes, setbacks, block sizes for each of these housing types.

Discussion on the range of setbacks being a minimum/maximum, difference between a house and a cottage, and a zero-lot-line house was broached by Council Member Stephens and Team Members Marion and Helfrey. Director Vujnich stated setbacks are dependent upon the housing type selection for the proposed development. However, the site-specific ordinance can currently vary the TCDM, per a Planned Residential Development Overlay; thus, the setbacks can be altered from and could be lesser than the underlying zoning district designation(s). The option to designate particular standards to not allow such variability can be made by a provision noted in the NDS, as a function of this Team's review. Houses and cottages, the latter being an Andres-Duany term for a dwelling of a much smaller size, are not defined differently by the City – they are both single-family detached units. Director Vujnich then explained the zero-lot-line concept by way of a diagram on the overhead camera, depicting a dwelling at the lot's boundary on one side, while adhering to a setback on the opposite side of the property.

For consistency purposes between the neighborhood districts, Team Member Helfrey made a motion to require front-accessed garages to be setback a minimum distance of fifteen (15) feet from the front of the dwelling. The motion was seconded by Council Member McCutchen, then Dr. Jones requested a roll call vote, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Marion, Weiss, Risdall, Broyles, Kohn, Helfrey, and Hoffmann, and Council Members McCutchen and Stephens.

Nays – none

The motion passed [11/0].

Council Member Stephens requested the following items be included on the next agenda with regard to the Neighborhood General District:

- Height of apartment buildings
- Side and rear setbacks
- Public Space shall not include detention ponds [i.e. stormwater basins]

Council Member McCutchen, with assistance from Director Vujnich, motioned to prohibit an allowable range for side-yard setback distances and require them be a minimum of eight (8) feet, with a twenty-five (25) foot rear-yard setback, for the Neighborhood General District for House types. The motion was seconded by Council Member Stephens. Vote was tabled

per a motion made by Team Member Rowton, seconded by Team Member Marion. Dr. Jones requested a roll call vote, which was taken with the following results:

Ayes – Team Members Rowton, Lux, Marion, Weiss, Risdall, Broyles, Kohn, Helfrey, and Hoffmann, and Council Member Stephens.

Nays – Council Member McCutchen

The motion passed [10/1] and further action on the Town Center Development Manual will be considered at the next meeting on March 10th.

VII. Questions/Comments from Team Members about Information Provided to Date - None

VIII. Final Public Comments and Input - None

IX. Other Items - None

X. Next Meeting Dates

Senior Planner Gaston noted the next meeting is scheduled for March 10, 2020 and, for the forward-thinkers on the Team, the meeting after it would be April 14, 2020, in keeping with the second Tuesday of the month; however May's meeting has yet to be determined, being there may be public input sessions, as well.

XI. Closing Remarks and Adjournment by Dr. Jones

There being no further business to conduct, Council Member Stephens motioned to adjourn, which was seconded by Acting Chair Hoffmann. Hearing no objections, Dr. Jones declared the meeting adjourned at 8:38 p.m.