

**CITY OF OLIVETTE
PLANNING AND COMMUNITY DESIGN COMMISSION
MEETING MINUTES
NOVEMBER 3, 2016**

The City of Olivette Planning and Community Design Commission met on November 3, 2016, at 7:00 PM in the Olivette Council Chambers addressed as 9473 Olive Boulevard, Olivette, Missouri. Sanford Goldman presiding as Chair called the meeting to order. Commission Member Brophy served as the acting secretary.

1. ROLL CALL:

On roll call, the following members were present: Bradley Abel, Richard Brophy, Sanford Goldman, Nathan Gould, Rob Jurgiel, Jodie Rich, and Carol Waggoner. Rob Jurgiel entered the meeting at 7:12PM.

Also in attendance were: City Councilmember Missy Waldman, City Attorney Paul Martin, Director of Planning and Community Development Carlos Trejo, and Planner/GIS Coordinator Jonathan Roper.

A quorum being present, Mr. Goldman declared the meeting in session for the transaction of business.

2. ELECTION OF OFFICERS:

- A.** In accordance with Section 125.060 of the Olivette Municipal Code, the Commission shall elect from among its own members a Chair, a Vice Chair and a Secretary who shall each serve for a one (1) year term and may be re-elected.
- Ms. Waggoner nominated Mr. Goldman as Chair. Mr. Jurgiel seconded the nomination.
 - Mr. Gould nominated Ms. Waggoner as Vice Chair. Mr. Brophy seconded the nomination.
 - Mr. Goldman nominated Mr. Brophy as Secretary. Mr. Jurgiel seconded the nomination.
 - On a voice vote, the nominations passed 6-0.

3. OLD BUSINESS:

- A. Text Amendment: Chapter 440 Communication Towers
Ordinance to amend communication tower facilities in all zoning districts.**

Mr. Trejo noted the proposed text amendment does the following:

- Complies with the ROW Usage Ordinance
- Repeals/Amends Chapter 440 Communications Towers to Communication Facilities
- Provide for the appropriate location and development of communications facilities to serve the City's residents and businesses;
- Minimize adverse visual impacts of facilities through design, siting, screening, and camouflaging techniques;
- Maximize the use of existing and new facilities so as to minimize the need to construct new or additional facilities;
- Comply with applicable state and federal laws and regulations regarding communications facilities.

Commission, staff, and City Attorney discussion on the proposed modifications.

Andrea Bunch of Black and Veatch Corporation spoke about location and design features.

Mr. Gould motioned to approve a recommendation to the City Council an ordinance to amend Chapter 440 Communication Towers to authorize the placement of antennas in all zoning districts as presented in the Memorandum from the Department of Planning & Community Development dated November 3, 2016, and amended to include the cumulative area of cabinets on one pole may not exceed thirty-six square feet, and subject to any staff conditions noted therein. Mrs. Waggoner seconded the motion. On a voice vote, the motion passed 7-0.

4. DISCUSSION ITEMS:

- A. Olivette Residential And Redevelopment Guidelines**
The Olivette Residential and Redevelopment Design Guidelines were adopted by the City Council in 2006, under Ordinance 2329. The Commission is seeking to update the Guidelines and forward to the City Council for consideration and adoption. Attached are the current Guidelines as adopted by the City Council, and draft revisions for consideration.

Commission discussion on the guidelines.

B. Review Procedures

The Commission drafting revisions to the various review procedures under Title IV Land Use Code, including Community Design Review, Site Plan Review, and Concept Stormwater Management Plan Review.

Deferred

C. Stormwater Management

Staff is preparing revisions to Chapter 422 Stormwater Management for Commission consideration.

Deferred

5. REPORTS:

- A.** Mr. Trejo provided updates regarding business activity, licensing, and development activity.
B. City Councilperson Waldman provided updates on City Council activity.

6. **OTHER BUSINESS:**

A. Minutes from the October 27 meeting were deferred.

7. **ADJOURNMENT:**

A. Mr. Goldman asked if there were any further questions or comments. Being none, the meeting adjourned at 8:10 PM.

Acting Secretary Richard Brophy

Chair Sanford Goldman

Adopted: 2016 11-17