CALL TO ORDER

Chairman Roger Ellis called the meeting to order at 7:00 PM. Following the Pledge of Allegiance, Chairman Ellis welcomed the audience; explained the procedures for speakers; and explained the functions of the Planning and Zoning Division, the Planning and Zoning Commission and the County Council. He explained to the audience that the Planning & Zoning Commission will make a recommendation on rezoning applications heard during the meeting, which will then be submitted to the St. Charles County Council for their final decision. The vote by the Commission on preliminary plats is final. Only a recommendation for denial on those applications would be heard by the County Council.
Chairman Ellis introduced the following documents into the record: The Unified Development Ordinance of St. Charles County (UDO), including zoning maps; and the 2030 Master Plan for St. Charles County, which includes the 2030 Future Land Use Plan Map.

**CHANGES TO THE AGENDA**

NONE

**PUBLIC HEARINGS**

**REZONING REQUEST - OAK VIEW FARMS DRIVE**

- **Application No:** RZ20-07
- **Property Owner:** Hyman H. Kaye Revocable Trust
- **Current Zoning:** A, Agricultural District (5-acre minimum lot size)
- **Requested Zoning:** RR, Single-Family Residential District (3-acre minimum lot size)
- **2030 Master Plan:** Recommends Rural Residential (3-acre minimum lot size)
- **Parcel Size:** 84.20 acres
- **Location:** On the west side of Busdieker Drive, approximately 300 feet south of Foristell Road; near the City of New Melle
- **Council District:** 2
- **Account No.:** 608880A000

Robert Myers, Planning and Zoning Division Director, described the subject property and the surrounding land uses. This rezoning request is for a parcel of 84.20 acres in size. This acreage includes the parcel of 83.20 acres located on the west side of Busdieker Lane, and the 300-foot portion of Busdieker Lane leading from the property to Foristell Road. The applicant requesting this rezoning has also submitted a preliminary plat for a subdivision consisting of 25 lots with a minimum lot size of 3 acres. Similar lot sizes of 3 acres are found in the Auburn Meadows Subdivision located directly to the west and north of this property. Auburn Meadows was platted on February 1, 2005 when County Zoning allowed three-acre parcels in Agricultural zoning districts. St. Charles County increased the minimum lot size in the Agricultural District from 3 to 5 acres when the RR, Rural Residential District was created in January of 2006 (Ord 06-002). The 2030 Land Use Plan for this area of St. Charles County recommends Rural Residential land uses with a 3-acre minimum lot size.

The Planning and Zoning Division staff recommends that Planning & Zoning Commission recommend approval of this zoning request from A, Agricultural District (5-acre minimum lot size), to RR, Residential District, (3-acre minimum lot size). In recommending approval, staff finds the proposed zoning to be consistent with the 2030 Land Use Plan.

For the record, Robert Myers stated that eight written communications were received in opposition of this rezoning request from Alice Freese Molitor, Nancy Aberasturi and Leslie Jones, Chris Cuddihee, Dave Muehling, Elaine Sweeten, Jenell Bruno, Mike and Kara Dempsey, and Paul Molitor.

Chairman Ellis asked if the Commission had any questions for the Planning & Zoning staff. There were no questions.
Chairman Ellis opened the public hearing and asked if the property owner or their representative wished to come forward.

Thomas J. O'Toole Jr. Jr., representative for the developer, and Dale Bax, engineer with Bax Engineering were both sworn in.

Thomas J. O'Toole Jr. stated that he is an attorney and is representing the applicant, Greystone Holdings LLC, for both the rezoning request and the preliminary plat application for Oak View Farms. Mr. O'Toole Jr. stated that the average size of the lots in the proposed development is 3.16 acres. He pointed out that there is a new drainage berm on the proposed plat to address storm water runoff concerns. The design speed will be 45 miles-per-hour, which complies with St. Charles County’s site distance requirements. He noted that in the County’s 2030 Master Plan, clustering is encouraged as a primary use in Rural Residential areas. Mr. O'Toole Jr. stated that the nearby Meinershagen Tract, which was recently rezoned to RR, Single Family Residential District and was approved for 28 homes, has very similar lot sizes to this proposed development. The proposed development complies with Missouri Zoning Laws by maintaining the character of the Zoning District and using the land appropriately within the vision of St. Charles County from both the current 2030 Land Use Plan and prior Land Use Plans from 2020 and 2025. A drainage berm has been placed within lots 6 through 11 that is similar to what is found in Contour Farming. Mr. O'Toole Jr. stated that 3-acre lots do not create an inordinate amount of water runoff. The difference between the current zoning for 5-acre lots versus the proposed zoning for 3-acre lots would be seven to eight additional homes, which would have very little impact on traffic population.

Chairman Ellis asked if there were any questions for the applicant’s representatives. There were no questions.

Chairman Ellis asked if there was anyone in the audience who wished to speak regarding this application.

Arnie C. Dienoff was sworn in. Mr. Dienoff stated that he is an advocate for those who don't know how to participate in governance or come to these meetings and fight for themselves. He stated that they fought and defeated this rezoning attempt four months ago before this Commission. The current zoning for this property allows 5-acre tracts, which would be 16 homes. The applicant is requesting 3-acre tracts and wants to build 25 homes. He stated that this property is two miles from the Rural Residential line in the County’s Comprehensive Plan. Mr. Dienoff believes that the developer is trying to get a free pass and go against the County’s Comprehensive Plan. The lack of public utilities such as water and sewage disposal that were mentioned by the developer are of the utmost discussion. Mr. Dienoff stated that he feels that this developer is trying to find a way around the political system and persuade the Planning & Zoning Commission to give them a stamp of approval. He asked the Planning & Zoning Commission recommend denial of this rezoning request.

Chairman Ellis asked the Commission if they had any questions for Arnie Dienoff. There were no questions.

Chairman Ellis asked if there was anyone else in the audience who wished to speak regarding this application. There were no further speakers.

Chairman Ellis closed the public hearing and asked the applicant to return to the podium.

Thomas O'Toole Jr. and Dale Bax returned to the podium.

Chairman Ellis asked if there would be a homeowner’s association for this subdivision.
Thomas O’Toole Jr. responded that there will be a Homeowner's Association.

Chairman Ellis asked who would be responsible for maintaining the proposed berms on Lots 6 through 11.

Thomas O’Toole Jr. responded that the berms will be on individual lots and the homeowners of those lots will be responsible.

Kevin Cleary asked for the size and the height of the berm.

Dale Bax responded that he is trying to provide a means of stormwater management to offset the runoff that Ms. Freese-Molitor is experiencing on her property, and to prevent any runoff issues to other properties in the area. The final design for this diversion berm is incomplete. These types of diversion berms are built to control stormwater runoff and keep erosion down on properties in areas with steep terrains. The final design will still have to be determined based upon the amount of water going to the diversion berm. The final design will have more than one relief/drainage point, as to not concentrate the diverted water towards any one particular area or property. Mr. Bax stated that while he is unable to provide any dimensions at this time, all calculations will be sent final approval.

Tracy Boehmer asked where Mr. Bax where he anticipates the stormwater flowing once this berm is in place.

Dale Bax responded that the existing terrain and contours of the property direct the stormwater in the southwest direction toward Ms. Freeze-Molitor's property. The stormwater runoff will continue to be directed in the same direction, but they are going to add additional measures to help control the runoff a little bit more so that Ms. Freese-Molitor will not experience erosion or damage to her property.

Chairman Ellis stated that he is concerned about the maintenance of this berm 10 or 20 years from now.

Dale Bax said the berm will be planted in grass and will have outfall standpipes like you typically would see in farm applications. This would be private. They would be maintained by the individual homeowners, and once vegetation is established, he does not expect very much maintenance will be required because it is going to be grass that will be mowed and maintained as part of the lots.

Chairman Ellis asked if anyone else had any questions for the owner's representative or engineer. There were no further questions.

Mr. O’Toole Jr. stated that this berm will be used to slow the storm water down so that it gets absorbed into the subject tract and minimally displaces runoff on abutting properties. He stated that in rebuttal to Arnie Dienoff’s prior comments, the proposed zoning is more restrictive than the Agricultural Zoning District and there are no free passes being sought from the Commission. His client will be more restricted in developing 3-acre lots here than he would building 5-acre lots. He is not sure what comprehensive plan Mr. Dienoff referring to, this request is clearly in compliance with the County’s Master Plan Envision 2030. Mr. O’Toole Jr. requested that both his PowerPoint presentation and the Master Plan Envision 2030 be made part of the record.

Chairman Ellis closed the public hearing and called for discussion from the Commission.

Tom Kuhn stated that he was surprised that no one came to speak in opposition of this application given the tone of the opposition letters received.

Tracy Boehmer agreed with Tom Kuhn’s statement.
Kevin Cleary stated that while he understands that the County’s Master Plan calls for this area to be developed with three-acre lots sometime over the next two decades, he would like to see more organic development in this area as well. He stated that 16 homes on 5-acre minimum lots seems like a fairly good amount of homes for this area to him.

Robert McDonald stated he appreciates the addition of the berm, but he remains very concerned about the storm water runoff.

There being no further discussion, Chairman Ellis entertained a motion to recommend approval of Application No. RZ20-07.

Terry Hollander made a motion for approval, and Kevin Cleary seconded the motion.

The vote on the motion was as follows:

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<thead>
<tr>
<th>Kevin Cleary</th>
<th>- No</th>
<th>Tom Kuhn</th>
<th>- Yes</th>
<th>Roger Ellis</th>
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<tr>
<td>Tracy Boehmer</td>
<td>- Yes</td>
<td>Robert McDonald</td>
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Application No RZ20-07 was recommended for Approval

The Vote Count was 6 Yeas, 2 Nays and 0 Abstentions.

**PLATS**

I. **PRELIMINARY PLAT FOR THE HYMAN KAYE TRACT - OAK VIEW FARMS DRIVE**

- Application No: PRE20-14
- Property Owner: Hyman H. Kaye Revocable Trust
- Engineer/Surveyor: Bax Engineering Company
- Developer: Greystone Holdings, LLC
- Existing Zoning: A, Agricultural District (5-acre minimum lot size)
- Requested Zoning: RR, Single-Family Residential District (3-acre minimum lot size)
- Proposed lots: 25
- Parcel Size: 84.20 acres
- Location: On the west side of Busdieker Drive, approximately 300 feet south of Foristell Road; near the City of New Melle
- Council District: 2
- Account No.: 608880A000

Robert Myers, Director of Planning & Zoning, stated the property (60880A000) is 83.203 acres in size and the owner/developer is proposing twenty-five (25) individual lots with a minimum lot size of three (3) acres. 20 lots access Busdieker Drive from a new cul-de-sac street. The proposed new street must meet the County’s private road standard which includes paving of the street.
The remaining 5 lots in the subdivision will take access directly from Busdieker Drive. The applicant will be required to upgrade Busdieker Drive to the County’s private road standard which will include paving the street.

Although public water supply is not required for subdivisions with 3 acre lots, the applicant will be installing a public water system that will source its water from Public Water Supply District #2. This will include the installation of fire hydrants that meet the required standards of the New Melle Fire Protection District. This will be developed during the subdivision improvement phase of the subdivision.

Although the County’s stormwater standards do not require stormwater detention for lots 3 acres or greater in area, the applicant has added a drainage berm in the southwest area of the plat spanning across Lots 6 through 11 which will require engineering review prior to subdivision improvement plan approval. The purpose of this berm is to intersect stormwater flowing southwest and direct it eastward to the tributary of upper Dardenne Creek bordering this tract to the southeast. During the subdivision improvement plan stage, the engineer will be required to document that this berm will function as intended and comply with the stormwater standards of the County.

Comments on the preliminary plat from the Fort Zumwalt School District and the New Melle Fire Department have been forwarded to the developer to include in their design.

The Planning and Zoning Division advises that this preliminary plat meets the minimum technical requirements of Chapter 410 of the Unified Development Ordinance.

For the record, staff did receive one letter in opposition regarding this preliminary plat.

Chairman Ellis asked if the Commission had any questions for the Planning & Zoning staff.

There being no questions for staff, Chairman Ellis asked if the property owner or representative wished to come forward.

Thomas O'Toole Jr., attorney and applicant’s representative, was sworn in. He stated half of the property is going to the creek and the other half of the water is being slowed by a drainage berm. Mr. O'Toole Jr. reminded the Commission there will not be a significant material difference between the street access to this development whether its 3 or 5 acres.

Dale Bax displayed the typography map of this plat and said the property is a rolling farm field and does have a sizeable drainage channel running to the southeast from northeast and is governed by St. Charles County as a natural watercourse. A 25-foot buffer has been added from the top of the creek bank which is a no-disturb area. Lot 21 will take access from the other cul-de-sac on Busdieker Road and will have to apply for a special permit from St. Charles County to build a driveway to cross that waterway. Dale Bax verified as a new St. Charles County requirement for residential streets, 25-foot-wide roads will have to be built. Lots will be served by public water but do not have sanitary sewer. Dale Bax verified a soil test has been done and a report confirming that 3 acres are more than adequate to support a septic system. Being aware of the stormwater runoff concerns, Dale Bax stated that if an engineering component could be found to help control the runoff, he would certainly take those into consideration. The stormwater issue is taken seriously and some form of an engineering swale or berm to control the storm waters will be used. In the development, the existing pond will be removed and the previously proposed pond between Lots 9 and 10 has been removed.

Chairman Ellis asked if there were any questions for the applicant's representative.

Tracy Boehmer asked if a culvert will be built under the driveway for Lot 21, and what will be done to keep the water running in the right direction.
Dale Bax stated that they would not impede the waterflow that is existing. He said the final design will determine whether it will be a box culvert or a large storm pipe and would be designed to carry a driveway over the top of the drainage channel to meet the County’s stormwater requirements.

Chairman Ellis asked if the developer will install the culvert or the homeowner.

Dale Bax stated that would be homeowner’s responsibility but could be negotiated in the contract stage of the purchase of that lot.

Tracy Boehmer asked about the soil composition and the high level of clay as expressed in the opposition letters.

Dale Bax said St. Charles County Soil and Water Conservation District evaluated the property and noted there are 4 different types of soil, predominantly silty, but the soil is adequate for a septic system on as little as 1.3 acres so the development will be upholding the St. Charles County 3-acre requirement in lieu of the 1.3 acres that the state indicates is adequate. He stated that they will do what the St. Charles County Development Review Department requires of them.

Tracy Boehmer asked when the berm is being done and will topsoil be added to the area.

Dale Bax stated he would like vegetation on the berm that will help absorb and reduce the flow of water.

Tracy Boehmer asked if the landscaping around the berm be left up to the homeowner.

Dale Bax responded that the builder recommends that the topsoil be stripped and stockpiled off to the side of the homes during construction and used to finish top coating the yards to plant grass on.

There being no further questions Dale Bax, Chairman Ellis asked if there was anyone in the audience who wished to speak regarding this application.

Arnie C. Dienoff was sworn in. Arnie Dienoff stated that the 8 people who wrote letters in opposition to the rezoning application did not attend due to the Covid virus. He stated that this development has water issues that affect the Molitor Farm and with the recent rezoning approval of adding 25 homes, would take away the absorption rate. He questioned the development as follows:

- Who will be liable if the berm breaks and causes damage to homes or to adjoining farms?
- Why are there no vegetation plans in the final plan?
- Will the Commission impose a mandatory escrow condition to confirm that the developer will follow through?
- Is there a letter of credit in place from a bank to ensure the berm will be built to specifications of County Code?
- With the removal of three ponds, what assurances are there that there will be no flooding?
- Is a 3-acre lot sufficient enough to meet septic requirements and County code?
- There is no open/green space. Will tree preservation requirements be met?
- Was a letter sent to the Francis Howell School District to ensure they can accommodate extra students from this development?
- Was there a letter sent to the fire protection district to ensure they can meet the demands of a new subdivision?
- Busdiecker Road needs attention and should be upgraded.
Arnie Dienoff stated that he would like for protections for the surrounding property owners and potential homeowners to be put into place before this subdivision plat is approved.

There being no other speakers, Chairman Ellis asked the applicant to return to the podium.

Thomas O'Toole Jr. returned to the podium and stated that this is not the developer's first development, and that he is aware of St. Charles County requirements and will follow them. The stormwater runoff rate will be the least impactful pursuant to the letter of the law.

Dale Bax stated St. Charles County will not allow anyone to develop a subdivision (commercial, residential, industrial) without providing any form of escrow, and escrows will be placed when plans are approved and given approval to start construction.

Dale Bax stated the 3 small ponds Mr. Dienoff was referring to was at a different project at Meinershagen Tract and three small ponds have never been a discussion for this project. Regarding the green space, 3-acre tracts will provide that and the only trees that will be taken down will be at the entrance along northern property line to build the roadway to get into the development. Letters have been received from both the Fire District and the School District. The proposed cul-de-sac meets turning radius requirements. He stated Busdieker Road is currently a gravel road and it will be upgraded per County requirements.

Chairman Ellis asked if the berm will be built piecemeal as homes are built.

Dale Bax answered in the negative and said it would be built with the development.

Kevin Cleary asked for the minimum and maximum size of homes in this development.

Dale Bax stated these will be custom homes and will vary in size and will meet County requirements. They will not be “cookie cutter” homes.

There being no discussion, Chairman Ellis entertained a motion to recommend approval of Application PRE20-14.

Craig Frahm made a motion for approval, and Tracy Boehmer seconded the motion.

The vote on the motion was as follows:

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<tr>
<th>Tracy Boehmer</th>
<th>- Yes</th>
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Application No PRE20-14 was recommended for Approval

The Vote Count was 6 Yeas, 2 Nays and 0 Abstentions.
II. PRELIMINARY PLAT FOR TWIN SILO’S - 2510 CHURCH ROAD

Application No: PRE20-15
Owner/Developer: Charlestowne Crossing, LLC
Engineer/Surveyor: Bax Engineering Company
Zoning: A, Agricultural District (5-acre minimum lot size)
Proposed Lots: 12
Parcel Size: 72.39 acres
Location: On the south side of Church Road, approximately 2,000 feet east of Blase Station Road
Council District: 6
Account No.: T210500001

Robert Myers, Director of Planning & Zoning, stated that this request is for preliminary plat approval to subdivide 72.39 acres located at 2510 Church Road. The current zoning on this parcel is A, Agricultural District which requires a minimum of five (5) acres per homesite. All of the proposed lots meet this minimum requirement with the average lot size noted at 5.76 acres. Since sewer and water services are not available in this area, each homeowner will be responsible for their own well and septic system.

Approval as a minor plat would have been possible had all improvements been private. But, in this case, approval by the Planning and Zoning Commission is required since the owner is requesting public streets for the subdivision. Staff has determined that that this plat meets all requirements of the Unified Development Ordinance, including the installation of streets and dedication of public right of way.

Although 2016 FEMA flood maps designate a portion of the property as floodway fringe, the developer has previously removed this floodplain area through a formal Letter of Map Amendment (LOMA) issued by FEMA.

The Planning and Zoning Division advises that this preliminary plat meets the minimum technical requirements of Chapter 410 of the Unified Development Ordinance.

For the record, staff did receive one letter in opposition regarding this preliminary plat.

Chairman Ellis asked if the Commission had any questions for the Planning & Zoning staff.

There being no questions for staff, Chairman Ellis asked if the property owner or representative wished to come forward.

Shawn Leusse, owner was sworn in. Dale Bax, engineer was also sworn in.

Dale Bax provided a description of Charlestown Crossing development. He that the property has been a farm with a farmhouse and silos. The barn and house have been demolished, but the silos will be used for monumentation. Referring to Land Use Map, he stated that all of the lots are minimum of 5 acres with 24-foot-wide public roads. There is a jurisdictional waterway that is being upheld at a 25-foot setback from neighboring property to the west that is a drainage channel which will be deemed a natural watercourse. The lots will be served by individual wells as there is no public water or public sanitary sewer. The sealed revisions will include a 1.9-acre lake where water will enter and exit from and improve the quality of the water. In this process, water will enter through storm pipes and with sediment settling to the bottom of the lake and water exiting in the western direction. The lot owners will be able to use
the lake. Dale Bax noted that an underground pipeline crossing the property by Wood River that carries crude oil, but it is not a high-pressure pipeline and will not be disturbed.

Chairman Ellis asked if there were any questions for the applicant.

Kevin Cleary asked how deep the wells would be.

Shawn Leusse said they would be in the neighborhood of 80 foot deep.

Terry Hollander asked if Church Road is above flood level.

Dale Bax responded that a portion of Church Road on western property line where the drainage channel crosses is within the floodway fringe.

There being no further questions for the applicant, Chairman Ellis asked if there was anyone in the audience who wished to speak regarding this application.

Wayne Boschert was sworn in. Wayne Boschert stated he is a farmer and is President of Orchard Farm Drainage Association. Wayne Boschert said he has many concerns about drainage and specifically about the ditch which has been there since 1908. He stated anyone who lives on Church Road knows what the water can do and it’s also a busy road used for agriculture. He summarized that Church Road is not a good place for a subdivision and wishes the County would realize it has a jewel of farm ground there.

Richard Boschert was sworn in. Richard Boschert stated he farms west of the development. He pointed out, one quarter of mile of the development, there is a railroad and when it rains it backs up into the fields. He mentioned There is only a 30-inch pipe under the railroad that all the water goes through. When it rains heavily, it only takes a small amount of water to back up into the fields and with possibly more houses being added with his development, there will be more runoff. He also concurred with Wayne Boschert, that it is prime farmland and hates to see it be developed.

Joseph Andrew Walker was sworn in. Andy Walker stated that the property his wife and sister own have had problems with water drainage ditch. He explained crops are killed by the runoff and by adding more homes to the area will only make matters worse.

Arnie C. Dienoff was sworn in. Arnie Dienoff questioned if the City was informed, since this development is only 2,000 feet from the corporate limits of the City. He suggested neighboring government entities should keep an open line of communications. Arnie Dienoff provided a list of concerns as follows:

- The Commission should add an escrow condition to plat approval in the event the developer damages the pipeline.
- Regarding the 1.9-acre lake, he suggested adding a condition to install a filter which would capture the sediment and debris and improve water quality.
- Building 12 homes will take away prime farmland.

There being no further audience speakers, Chairman Ellis asked for discussion from the Commission.

Terry Hollander stated his concerns about the drainage ditch and asked how the homes would be affected by this.

Dale Bax stated all of the homes would be built away from that ditch and all of the homes are placed above the base flood elevation.
Kevin Cleary asked where the water would drain to.

Dale Bax stated it would drain to the exact same drainage pattern that it is doing today. It is not possible to take water from the west and push it to the east.

Chairman Ellis asked if there would be a homeowner’s association.

Dale Bax answered in the affirmative.

Thomas Kuhn asked if anything would be planted outside the development.

Shawn Leusse said there will be some entrance landscaping done, and every lot will get one tree.

Tracy Boehmer asked how high above the floodplain this development would be.

Dale Bax responded that the base flood elevation is at 438 feet, but the streets are at 446 and 448 feet, therefore the development is 6 foot above the base flood elevation. The development has no plans to build in the floodplain.

Kevin Cleary asked Dale Bax what his thoughts are regarding building on prime farmland.

Dale Bax understands the emotional attachment to the land but there are farms all over.

Diane Saale asked how often does Church Road flood.

Dale Bax responded that he does not know the frequency of flooding on Church Road. In the last flood, there was no water on Church Road.

There being no further discussion, Chairman Ellis entertained a motion to approve Application No. PRE20-15.

Tracy Boehmer made a motion of approval; and Kevin Cleary seconded the motion.

The vote on the motion was as follows:

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Application No PRE20-15 was Denied.

The Vote Count was 0 Yeas, 8 Nays and 0 Abstentions.

7. **TABLED AND/OR CONTINUED ITEMS**

I. **PRELIMINARY PLAT FOR COTTLEVILLE HILL - 5225 GUTERMUTH ROAD**

<table>
<thead>
<tr>
<th>Application No:</th>
<th>PRE20-11</th>
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</thead>
<tbody>
<tr>
<td>Owner/Developer:</td>
<td>Variety Homes, LLC</td>
</tr>
<tr>
<td>Engineer:</td>
<td>Pickett, Ray &amp; Silver</td>
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</tbody>
</table>
Current Zoning: R1A, Single-Family Residential District, with Floodway Fringe Overlay District
Requested Zoning: R2, Two-Family Residential District, with Floodway Fringe Overlay District
Proposed Dwelling Units: 18
Parcel Size: 3.47 acres
Location: On the north side of Gutermuth Road, approximately 950 feet southwest of Motherhead Road; adjacent to the City of Cottleville and near the City of St. Peters
Council District: 3
Account No.: 553800A000

This item remained tabled at the request of the applicant.

APPROVAL OF THE MINUTES FROM THE MAY 20, 2020 REGULAR MEETING
Chairman Ellis asked for a motion to approve the minutes from the May 20, 2020 regular meeting.
Tracy Boehmer made such motion, and the motion was seconded by Craig Frahm.
The minutes were approved by unanimous voice acclamation.

OTHER BUSINESS
I. PLANNING AND ZONING DIVISION UPDATES
   1) Robert Myers stated that next month’s P&Z Commission meeting will likely be held at the regular location in St. Charles, at the County Executive Building.

ADJOURNMENT OF MEETING
Kevin Cleary made a motion to adjourn the meeting. The motion was seconded by Craig Frahm and was approved by unanimous acclamation. The meeting adjourned at 8:47p.m.

Respectfully submitted by:

______________________________     ________________________________
Roger Ellis, Chairman              Tom Kuhn, Secretary