

# CITY OF FRONTENAC



**MINUTES OF THE CITY OF FRONTENAC**  
**PLANNING AND ZONING COMMISSION**  
**FRONTENAC CITY HALL,**  
**10555 CLAYTON ROAD**  
**TUESDAY, JANUARY 23, 2024, 6:00 PM**

A. **CALL TO ORDER:** The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Chairperson Kim Tompras.

B. **ROLL CALL:** All members present were:

Bob Bauer	Elizabeth Hartwig
Chris Kehr	Steve Taffee
Kim Tompras	Kin Watkins
Aldersperson Tom O'Brien	

Mr. Hyams was absent.

Aldersperson Mullis and Kilker were present.

Building Consultant, Ellen Rottjakob; Building Commissioner David Fairgrieve; City Administrator, Scott Schaefer; City Attorney, Edward Sluys; and City Clerk, Leesa Ross were also in attendance.

C. **APPROVAL OF AGENDA:**

Chairperson Tompras asked for a motion to approve tonight's meeting agenda.

Motion to approve the agenda was made by Mr. Kehr and a second was made by Mr. Watkins. All commission members voted "Aye"; the motion passed unanimously.

D. **APPROVAL OF MINUTES:** August 1, 2023

Chairperson Tompras asked for a motion to approve the minutes from August 1, 2023.

Motion to approve the minutes of August 1, 2023 was made by Mr. Kehr a second was made by Mr. Watkins. All commission members voted "Aye"; the motion passed unanimously.

E. **CHAIRPERSON'S COMMENTS:**

Chairperson Tompras made no comments at this time.

F. **COMMISSION MEMBER COMMENTS:**

No commission members made comments at this time.

G. **PUBLIC COMMENTS:**

No comments were made at this time.

H. **CITY ADMINISTRATOR COMMENTS:**

Mr. Schaefer passed out the 2050 Comprehensive Plan to the commission members. Mr. Kehr asked about parts of the 2050 Comprehensive Plan which were not codified. It was determined to be codified and the section Mr. Kehr was questioning is in Section 405.020, ordinance 2023-2019.

I. **OLD BUSINESS:** None

J. **NEW BUSINESS:**

1. **PZ013024-01**: An Ordinance making text amendments to the City of Frontenac Code of Municipal Ordinances, pertaining and incidental too the “R-1” One Acre Residence District and “R-2” Residence District Regulations, as recommended in t “Frontenac 2050 Comprehensive Plan Update”, adopted on May 3, 2023.

Mr. Tim Breihan of H3 Studio was present. Mr. Kehr stated he had several questions regarding the changes which were proposed.

In Section 405.105 1(a)(5), his concern was about the type of screening and the need for it to go to ARB. Mr. Fairgrieve stated four-season screening is required. Discussion among the committee occurred and Mr. Kehr asked should it say “screening” and not “landscaping”. Mr. Kehr said he requests changes in all the sections, to say “landscaping or screening” be provided. Mr. Sluys stated there will also be changes in 405.105 Sections C(1)(a)(5) and C(1)(b)(6), in both the R-1 and R-2 district, also to change a typo that says “effecting” instead of “effective”

**MOTION**: Mr. Kehr made a motion to amend Sections 405.105 C(1)(a)(5) and C(1)(b)(6) to say, “provide landscaping or screening”, and to change the word “effecting” to “effective” and was seconded by Mr. Bauer. All commission members voted “Aye”. Motion passed unanimously.

There was discussion by the commission regarding Section 405.161 on the green scape requirement, changing the green space percentage from 60% to 65%. There was discussion by the commission, but there was no recommended change to this section, at this time.

Mr. Kehr stated he would like to discussion Section 500.020, regarding the water quality changes going from 1,000 square feet to 500, at a max, before a land disturbance permit is needed. His

concern was the additional costs to residents. There was discussion by the commission and Mr. Fairgrieve. Mr. Kehr stated he is not in favor of the change and wanted to know has it been a problem. Mr. Fairgrieve stated he has not had any problems or complaints. Ms. Rottjakob asked did EDM, the city's storm water engineer, weigh in on this issue. Mr. Breihan stated this issue was driven by general feedback heard during the comp plan process, and the general concerns that lots were being over built. Ms. Tompras stated the accessory buildings drove this issue.

**MOTION:** Mr. Kehr made a motion to leave Section 500.020 (3) at 1000 square feet and 10% and make the same amendment to change Section 500.020 (4) to 1000 square feet instead of 500 feet and a second was made by Alderperson O'Brien. All the commission members voted "Aye". Motion was passed unanimously. This would revert back to the original ordinance.

Mr. Kehr stated he would like to discuss Section 506.310, water criteria, regarding the 2000 square feet versus 1000 square feet. Mr. Breihan stated the issue was similar to the previous discussion based on general feedback, with the perception of lots being overbuilt. Mr. Fairgrieve stated this will reduce by half any redevelopment which falls under water quality, and won't just effect tear downs, but any construction, in any situation. Mr. Kehr, asked how often sections a, b and c are, used and are these needed. Mr. Fairgrieve provided additional comments, as did Mr. Schaefer. Mr. Kehr stated he feels there are no pressing needs, and feels this will increase construction costs for some people.

**MOTION:** Mr. Kehr made a motion to change sections of 506.310 to replace the language of 2000 square feet to 1000 square feet, and Mr. Bauer seconded the motion.

**ROLL CALL VOTE:** Mr. Kehr, "Aye"; Mr. Taffee, "Aye"; Ms. Tompras, "Nay", Mr. Watkins, "Nay"; Ms. Hartwig, "Aye"; Alderperson O'Brien, "Aye"; Mr. Bauer, "Aye". The vote passed by a vote of 5-2. Motion passed.

Mr. Sluys stated if that change is made, the exception which states "if except as otherwise approved by the Building Commissioner and Zoning Administrator" should be removed.

Mr. Kehr made a motion to remove "if except as otherwise approved by the Building Commissioner and Zoning Administrator" and was seconded by Mr. Taffee. All commission members presented voted "Aye". The vote was unanimous. Motion passed.

**MOTION:** A motion was made by Mr. Kehr and a second made by Mr. Watkins to approve the proposed ordinance with amendments to the Board of Alderpersons, the City of Frontenac Code of Ordinances, pertaining and incidental to the "R-1" one-acre residence district and R-2" residence district regulations, as recommended in the "Frontenac 2050 Comprehensive Plan Update". Adopted on May 3, 2023. All the commissioners presented voted "Aye". Motion was unanimous. Motion passed.

Mr. Schaefer stated a mailer was sent to every household for the public hearing on Tuesday, January 30, at the Board of Alderpersons meeting at 6:00 p.m. He said the commercial regulations are upcoming.

Aldersperson O'Brien requested Mr. Breihan get the data on the city, regarding the change of greenspace from 60% to 65%.

**K. ANNOUNCEMENT OF NEXT MEETING:**

The next meeting will be set on Tuesday, February 27, 2024 at 6:00 p.m.

**L. VOTE TO ADJOURN:**

Chairperson Tompras asked for a motion to adjourn the meeting.

A motion by was made by Mr. Bauer and a second was made by Mr. Kehr to adjourn the meeting. All Commission members voted "Aye". The motion passed unanimously.

The meeting adjourned at 7:20 p.m.