



**CITY OF VALLEY PARK  
BOARD OF ADJUSTMENT MEETING  
VIA VIDEO CONFERENCING (ZOOM)  
AT 7:00 P.M. ON APRIL 23, 2020  
VALLEY PARK CITY HALL, 320 BENTON  
STREET, VALLEY PARK, MISSOURI 63088**

**\*\*\*\* AGENDA\*\*\*\***

- 1. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPOINTMENT/RESIGNATION OF MEMBERS**
- 4. PUBLIC HEARING – 55 CRESCENT AVENUE VARIANCE REQUEST**
- 5. VARIANCE REQUEST – 55 CRESCENT AVENUE**
  - a. SETBACK VARIANCE OF 9.59 FEET**
  - b. SETBACK VARIANCE OF 7.13 FEET**
  - c. CONSTRUCTION OF SCREEN FENCE VARIANCE**

4/22/2020 12:00 PM

Posted on \_\_\_\_\_ at \_\_\_\_\_ by \_\_\_\_\_

**NOTICE OF PUBLIC HEARING** Notice is hereby given that a public hearing will be held by the Board of Adjustment of the City of Valley Park, Missouri at 7:00 p.m. Thursday, April 23, 2020 and then again by the Board of Aldermen of the City of Valley Park, Missouri at 7:00 p.m. Monday, May 4, 2020. Because of the COVID-19 Pandemic and National Emergency Declaration, this meeting will only available to the general public via on-line broadcast. Pursuant to Sec. 610.015, elected officials may participate by being physically present at city hall or via teleconference. This public hearing will be broadcast from the Council Chambers of City Hall, 320 Benton Street, Valley Park, Missouri to consider the following applications related to the following properties: A variance request for 47, 51 and 55 Crescent Avenue for the purpose of a Fire Station:

**A variance of 9.59 feet from the required north front yard setback of 35 feet (Section 405.130.D.4.a).**

**A variance of 7.13 feet from the required east front yard setback of 35 feet (Section 405.130.D.4.a).**

**A variance from Section 405.210.G to allow for the construction of a screen fence beyond the front building line and into the north front yard setback.**

**At said hearing interested parties and citizens shall have an opportunity to be heard. Any questions or inquiries should be directed to Dusty Hosna, City Clerk, at 636-861-1385 during regular office hours.**

**\*610.015. Votes, how taken. — Except as provided in section 610.021, rules authorized pursuant to Article III of the Missouri Constitution and as otherwise provided by law, all votes shall be recorded, and if a roll call is taken, as to attribute each "yea" and "nay" vote, or abstinence if not voting, to the name of the individual member of the public governmental body. Any votes taken during a closed meeting shall be taken by roll call. All public meetings shall be open to the public and public votes and public records shall be open to the public for inspection and duplication. All votes taken by roll call in meetings of a public governmental body consisting of members who are all elected, except for the Missouri general assembly and any committee established by a public governmental body, shall be cast by members of the public governmental body who are physically present and in attendance at the meeting or who are participating via videoconferencing. When it is necessary to take votes by roll call in a meeting of the public governmental body, due to an emergency of the public body, with a quorum of the members of the public body physically present and in attendance and less than a quorum of the members of the public governmental body participating via telephone, facsimile, internet, or any other voice or electronic means, the nature of the emergency of the public body justifying that departure from the normal requirements shall be stated in the minutes. Where such emergency exists, the votes taken shall be regarded as if all members were physically present and in attendance at the meeting.**

# MEMORANDUM

Re: Review of a Variance Request for a fire station located 55 Crescent Avenue  
Date: 03/05/2020  
To: Dusty Hosna  
From: Anna Krane, AICP  
CC: John Brancaglione

Pursuant to your request for review of the new fire station located at the addresses above, we have provided the following analysis and recommendations. This report includes analysis for the requested variances.

## **Background**

The subject properties are located at the intersection of Crescent Avenue and Valley School Drive and zoned R-1 Single-Family Residential District. The Valley Park Fire District is proposing to re-configure the three lots into two lots. The properties addressed 51 Crescent and 47 Crescent will be consolidated and then the boundary between the new lot and the existing lot addressed 55 Crescent will be adjusted. The purpose is to allow for the construction of a new fire station, adjacent to the existing fire station. Review of the subdivision plat and conditional use permit are contained in a separate memo.

## **Variance Review**

Three variances are required for the proposed fire station. The property is a corner lot and therefore, front yard setbacks are required along Crescent Avenue (north property line) and along Valley School Drive (east property line). In the R-1 Zoning District, the required minimum front yard setback is 35 feet (Section 405.130.D.4.a). Solid fences are also not permitted beyond the front building line (Section 405.210.G).

The proposed fire station building is located 25.41 feet from the north property line and 27.87 feet from the east property line. A screen fence is proposed at the northern corner of the building, extending into the front yard setback. Based on the submitted site plan the following variances are being requested:

1. A variance of 9.59 feet from the required north front yard setback of 35 feet (Section 405.130.D.4.a);
2. A variance of 7.13 feet from the required east front yard setback of 35 feet (Section 405.130.D.4.a); and
3. A variance from Section 405.210.G to allow for the construction of a screen fence in the north front yard setback.

# MEMORANDUM

Chapter 405, Article XIII of the City Land Use Code outlines regulations for submission, review, and decision of a variance request. Specific considerations for review are listed to guide the analysis of a variance request in order to facilitate the mitigation of potential impacts. The variance review considerations are listed below (A-D) with our analysis of each criterion.

- A. *The particular physical surroundings, shape or topographical conditions of the property involved would result in a severe practical difficulty or extreme hardship upon or for the owner, lessee, or occupant, if the provisions of this Chapter were literally enforced.*
  - » The property has considerable changes in grade and existing drainage areas that are unique to the property in question. The conditions of the property are not created by actions of the owner or applicant. To allow for the efficient movement of emergency vehicles in and out of the site and building, the grade must be relatively flat around the apparatus bay portion of the structure. The proposed building is also located in an area to minimize changes to existing grade. This location causes portions of the building to extend into the front yard setbacks. The existing residential buildings on the other side of Crescent Avenue are also located closer to the front property line than the required 35 feet.
- B. *The request for a variation is not based exclusively upon the desire of the owner, lessee, occupant or applicant to secure a greater financial return from the property.*
  - » The requested variances are not intended to increase financial return on the property. The proposed building is being constructed by the Fire District and will continue to be owned and operated by the Fire District.
- C. *The granting of the variation will not be materially detrimental or injurious to other property or improvement in the neighborhood in which the property is located.*
  - » The requested variances will not impact other property or improvements.
- D. *The proposed variation will not impair an adequate supply of light to adjacent property, substantially increase the congestion in the public streets, increase the danger of fire, endanger the public safety, or substantially diminish or impair property values within the neighborhood.*
  - » The requested variances will not impair supply of light to adjacent property, increase congestion in public streets, increase the danger of fire, endanger public safety, or diminish adjacent property values.

# MEMORANDUM

## Conclusion

The proposed building and site design integrate the facility into the existing land and mitigate potential negative impacts to traffic patterns, neighborhood character, and stormwater runoff. The requested variances are necessary to complete the design. We recommend that the Board of Adjustment uses the analysis above along with any testimony and information submitted by the applicant or presented at the meeting to complete the review as required by the City Code below.

Section 405.1020 states that the Board of Adjustment shall make a determination on each of the following conditions and enter the finding into the record. A variance may be granted if the Board of Adjustment finds that all of the conditions are met.

- A. *The variance requested arises from such condition which is unique to the property in question and which is not ordinarily found in the same zone or district; and is not created by an action or actions of the property owner or applicant.*
- B. *Literal interpretation of the provisions of this Chapter would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this Chapter.*
- C. *The special conditions and circumstances do not result from the actions of the applicant.*
- D. *Granting the variance requested will not confer on the applicant any special privilege that is denied by this Chapter to other lands, structures, or buildings in the same district.*
- E. *In granting a variance, the Board of Adjustment may impose such conditions, safeguards and restrictions upon the premises benefited by the variance as may be necessary to reduce or minimize any potentially injurious effect of such variance upon other property in the neighborhood, and to carry out the general purpose and intent of these regulations.*

**VALLEY PARK PLANNING & ZONING COMMISSION**  
**Monday, March 9, 2020**

**CALL TO ORDER:** Meeting called to order at 7:00pm by Chairman Mike Cyr

**ATTENDANCE:** Mike Cyr, Chairman  
Alderwoman Betty Halker  
Alderman Randy Bowen  
Rich Schmitt  
Alva Roberts  
Dave Fowler  
Mayor, Chandra Webster

**NON MEMBERS IN ATTENDANCE:**

Emily Kalla, City Attorney  
Gil DeNormandie, Building Commissioner  
Alderman Mike White  
Alderwoman Stephanie Reynolds  
Alderman Ed Walker

Pledge of Allegiance led by Chairman Mike Cyr.

**3. Approval of Minutes**

Motion to approve minutes of 2/20/20 meeting made by Alva Roberts , 2<sup>nd</sup> by Randy Bowen..  
Motion passed

**4. Public Hearing – Conditional Use Permit – 47.51 and 55 Crescent**

Public hearing opened at 7:05. Paul Boyer, architect for Valley Park Fire District described new fire house which would replace existing House #2 on Crescent Avenue. Project would include demolishing existing house on property. Property is 6.08 acres and new structure would use 4.03 of the lot. Existing fire house would remain on balance of lot.

Jeff Whitaker spoke on ADA sidewalks on Valley Park side of Crescent. None are planned per architect.

Lora Clark expressed concern about entrance to Twin Oaks Park and traffic issues there. Fire truck traffic would only enter from Crescent side and exit onto Valley School Drive.

Public hearing closed at 7:17pm.

**5. Public Hearing – Planned Development Amendment – Meramec Valley Plaza**

Public hearing opened at 7:18pm Tom Mauer, property owner and Bill Berthold, Pitzmen Surveying addressed board requesting boundary adjustment. Dusty Hosna, City Clerk,, stated that this request was for an amendment to a planned development which is why it came back to P&Z for action.

No speakers. Public hearing closed at 7:22pm

6a. Site Plan Review – 900 block of Benton – Bergfeld Recreation

Charlie Bergfeld spoke on plans to use property as office and display space for playground equipment. Wants to convert house to office space. Wants to have outdoor displays allowed before buying property. Dave Fowler moved to table discussion until future plans presented to board. 2<sup>nd</sup> by Alva Roberts. Motion passed.

6b. Conditional Use Permit – Site Plan Review – 47, 51 & 55 Cescent Avenue

Dave Fowler wanted more information on setbacks and location of generator and fuel tank. Also asked about site lighting on northwest side of developement. Architect stated photometrics study had not been completed but assured they would meet city requirements.

Dusty Hosna advised that Board of Adjustment decision on development was contingent on approval of P&Z.

Dave Fowler moved to approve site plan and conditional use permit contingent on approval of variances from the Board of Adjustment. 2<sup>nd</sup> by Alva Roberts. Rich Schmitt and Randy Bowen abstained. Motion passed.

6c. Planned Development Amendment – Meramec Valley Plaza

Discussion on reasoning for request. Tom Mauer explained the reason for splitting out this property was due to flexibility with refinancing. Also stated that there would not be any dedicated parking for separate building but would have a cross access parking agreement for any future development. Rich Schmitt made motion to approve request. 2<sup>nd</sup> by Randy Bowen. Mike Cyr – no, Rich Schmitt – yes, Alva Roberts – yes, Dave Fowler – yes, Randy Bowen – yes, Betty Halker- yes. Motion passed.

Rich Schmitt made motion to adjourn. 2<sup>nd</sup> by Dave Fowler. Motion passed.

Meeting adjourned at 8:00pm.

Respectfully submitted by

Mike Cyr  
Chairman

# CEDC

CIVIL ENGINEERING  
DESIGN CONSULTANTS

**TO:** City of Valley Park  
320 Benton Street  
Valley Park, MO 63088

<b>DATE:</b>	02/19/20	<b>JOB NO.</b>	1976
<b>ATTENTION:</b>	Mr. Dusty Hosna		
<b>RE:</b>	Valley Park Fire Station		
	47, 51 & 55 Crescent Avenue		
	Valley Park, MO 63088		

**WE ARE SENDING YOU:** ☒ Attached ☐ Under Separate cover via Courier the following items:

- ☐ Shop Drawings      ☐ Prints      ☒ Plans      ☐ Samples      ☐ Specifications  
☐ Copy of Letter      ☐ Change Order      ☐ \_\_\_\_\_

Copies	Date	No.	Description
1	02/19/20	SD1-SD3	Site Development Plan
1		L1-L2	Planting Plan
1			Boundary and Topographic Survey
1			Legal Description
1			Letter of Request to Planning Commission
1			List of Property Owners w/in 200 ft.
1			Conditional Use Permit Application

**THESE ARE TRANSMITTED** as checked below:

- ☒ For Approval      ☐ Approved as Submitted      ☐ Resubmit \_\_\_\_\_ copies for approval  
☐ For Your Use      ☐ Approved as noted      ☐ Submit \_\_\_\_\_ copies for distribution  
☒ As requested      ☐ Returned for corrections      ☐ Return \_\_\_\_\_ corrected prints  
☐ For review and comment      ☐ \_\_\_\_\_  
☐ FOR BIDS DUE \_\_\_\_\_ 20 \_\_\_\_\_ ☐ PRINTS RETURNED AFTER LOAN TO US

**REMARKS:**

Dusty,  
Attached are the supporting materials for our request for a Conditional Use Permit for the new Valley Park Fire Station. If you can provide the notice for the meeting, we will mail those out.

Please don't hesitate to contact me should you have any questions or require anything further.

Thank you.

**COPY TO:**

  
 Paul K. Boyer, P.E.



# MEMORANDUM

Re: Review of a Conditional Use Permit  
Request for a fire station located at 47,  
51, and 55 Crescent Avenue

To: Dusty Hosna

Date: 03/05/2020

From: Anna Krane, AICP  
CC: John Brancaglione

Pursuant to your request for review of the new fire station located at the addresses above, we have provided the following analysis and recommendations. This report includes analysis for the proposed Conditional Use Permit as well as site plan review.

## **Background**

The subject properties are located at the intersection of Crescent Avenue and Valley School Drive and zoned R-1 Single-Family Residential District. The Valley Park Fire District is proposing to re-configure the three lots into two lots. The properties addressed 51 Crescent and 47 Crescent will be consolidated and then the boundary between the new lot and the existing lot addressed 55 Crescent will be adjusted. The purpose is to allow for the construction of a new fire station, adjacent to the existing fire station. Under the R-1 Zoning Regulations, fire protection and related activities are permitted with a Conditional Use Permit.

## **Subdivision Review**

Subdivision Regulations are contained in Chapter 410 of the City's Code. The regulations do not specifically address lot consolidation and therefore, lot consolidation falls under a Minor Subdivision Plat per Section 410.110. Minor Subdivision Plats are reviewed by staff for compliance and then forwarded to the Planning and Zoning Commission as an informational item.

The total area of the three lots combined is 264,956 square feet or 6.08 acres. The proposed lot configuration would create one lot measuring 175,448 square feet and containing the new fire station and a second lot measuring 89,508 square feet and containing the existing fire station. Both proposed lots are larger than the minimum required lot size and conform to all other lot standards of the R-1

# MEMORANDUM

Zoning District. The proposed lot lines will not create non-conforming situations for the existing fire station building.

Review of the proposed plat was completed using the proposed site plan documents and not a proposed plat document. The applicant does need to file an official proposed plat with the appropriate signature blocks to the City before official approval may be granted.

## Conditional Use Permit Review

Article X, Section 405.610 of the City Land Use Code outlines regulations for submission, review and adoption of a Conditional Use Permit. Specific criteria for review are listed to guide the analysis of a proposed conditional use in order to facilitate the mitigation of potential impacts. Section 405.610.B.3 states that “the burden of proof shall rest with the applicant to provide any necessary evidence required by the Commission to clearly indicate that the proposed conditional use shall meet the following criteria.” The CUP criteria is listed below (A-H) with our analysis of each criterion. As part of the CUP application, the applicant provided a letter stating how they believe the proposed development meets the following criteria.

- A. *The proposed conditional use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.*
  - » The proposed fire station conforms to all applicable provisions with the exception of some yard regulations. The proposed building is located beyond the front yard setback on both street frontages and the site design includes a screen fence beyond the front face of the building. The applicant is requesting variances for these three items. The variances are analyzed in a separate memo. The requested variances do not change the proposed use or operation of the use.
- B. *The proposed conditional use at the specified location will contribute to and promote the welfare or convenience of the public.*
  - » The proposed station will allow the Fire District to continue providing service to the area. The new location and site layout are more efficient than the existing and will allow the Fire District to provide the necessary response time.
- C. *The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.*
  - » The property is currently owned by the Fire District and vacant. The surrounding neighborhood is already located adjacent to the existing fire station. There will not be

## MEMORANDUM

substantial changes due to the proposed new station that will cause negative impacts to other property values.

- D. *The location and size of the conditional use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to:*
- i. *The location, nature and height of buildings, structures, walls, and fences on the site, and*
    - » The proposed site and building are designed to fit with the existing contours of the site. The property has significant grade change from the high point at the north east corner down to the low point at the south west corner. Using the grade change allows the building to have one-story along the frontages and two-stories facing the interior and back of the property. The proposed building will conform to the height requirements of the R-1 Zoning District.
    - » With the building sunk into the hill and oriented toward the corner of the site, the scale of the larger structure will be reduced. The fence located in the front yard along Crescent Avenue is necessary to provide screening of equipment. The proposed location and size along with the nature of the operation will be noticeable in the area; however, the use is a necessary service and the site design will mitigate many of the potential impacts.
  - ii. *The nature and extent of proposed landscaping and screening on the site.*
    - » The station is designed with the apparatus bays and driveway at the front of the property and the parking lot in the rear. This configuration allows for a large landscaped front yard along both street frontages, which is more consistent with the adjacent residential development style. The site will also be landscaped to conform with City requirements.
- E. *Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations.*
- » Article VII, Section 405.370.B.2 Off-street Parking and Loading Requirements states that fire stations shall provide one (1) parking space per employee and volunteer on the maximum shift. The proposed parking and loading areas will provide the required parking for service vehicles as well as employee and visitor vehicles.

## MEMORANDUM

F. *Adequate utility, drainage, and other such necessary facilities have been or will be provided.*

- » The applicant is proposing new utilities and service connections in conformance with requirements and standards of the City. There will be a new stormwater detention/bioretention basin constructed south of the parking area

G. *Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.*

- » The proposed fire station is located on a corner. The site is designed to support a flow of traffic that will prevent hazards and congestion. The apparatus bay will be entered from Crescent Avenue and will exit onto Valley School Drive, allowing for quick and efficient transition of trucks and emergency vehicles in and out of the site. A one-way entrance drive from Crescent Avenue is proposed for the parking area, with two-way access from Valley School Drive. Again, this access allows for efficient site circulation.

H. *The proposed uses are deemed consistent with good planning practice and are not inconsistent with the goals, objectives, and policies of the Comprehensive Plan; can be operated in a manner that is not detrimental to the permitted developments and uses in the district; can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area; are deemed essential or desirable to preserve and promote the public health, safety, and general welfare of the City.*

- » The Comprehensive Plan calls for low density residential and public/semi-public future land uses on the subject properties. The proposed fire station is consistent with the future land uses. The proposed station will replace the existing station and will allow the Fire District to continue to provide service to the surrounding area. The proposed use and location is consistent with good planning practices and will be operated in a manner that is compatible with the surrounding permitted uses. The fire station is desirable to preserve and promote the general welfare of the City.

### Conclusion

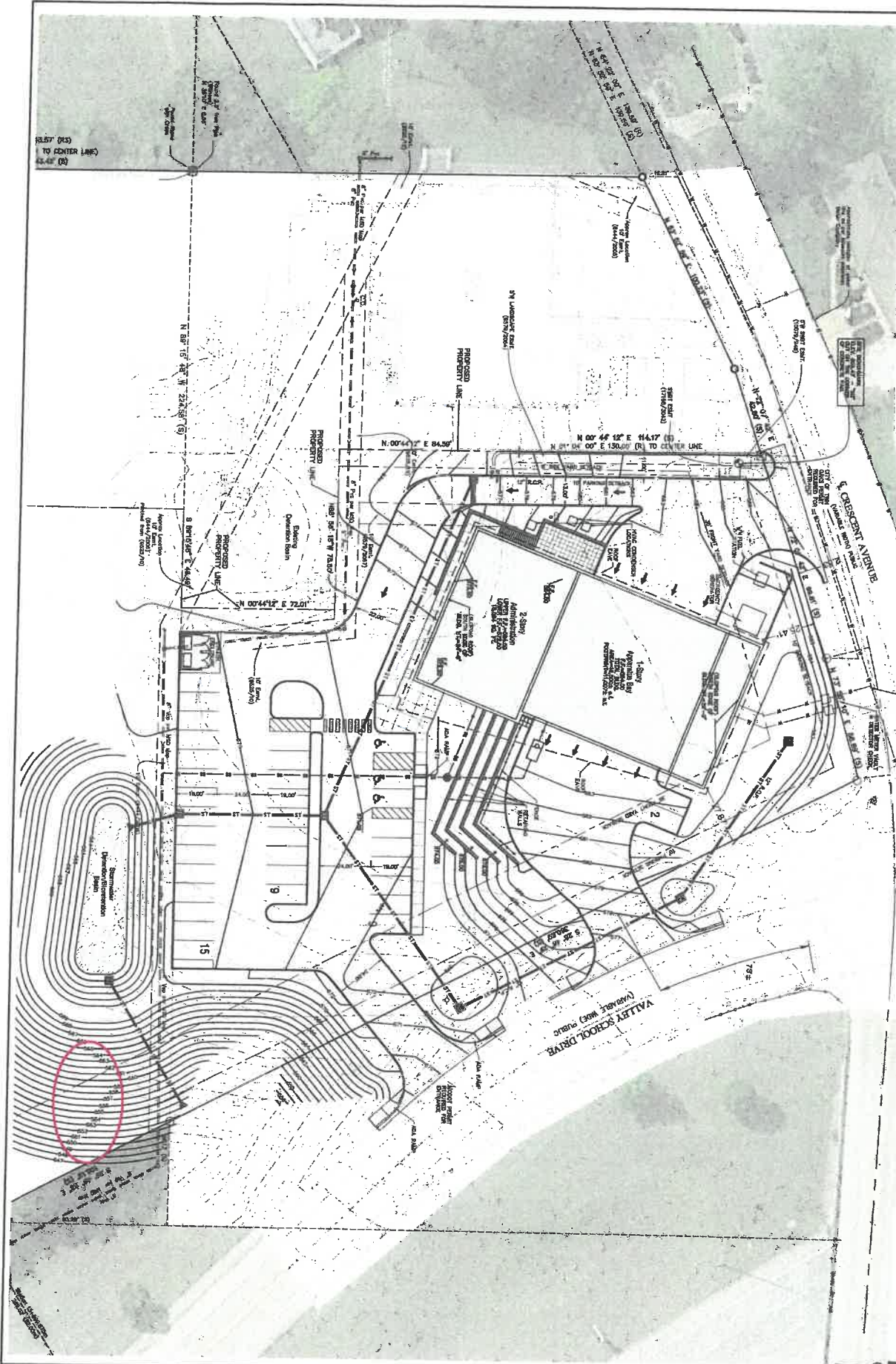
The proposed fire station is an appropriate use for the subject property. The proposed building and site design integrate the facility into the existing land and mitigate potential negative impacts to traffic patterns, neighborhood character, and stormwater runoff. Based on the analysis provided above, we recommend approval of the Conditional Use Permit.

There appears to be an error in the contour line labels along the south east area of the site and proposed bioretention area. The engineer shall correct the labels and provide an updated site plan.

# Site Development Plan

## Valley Park Fire Protection District

PART OF LOTS 12, 13 AND 62 OF THE AMENDED PLAT OF QUINCY'S SUBDIVISION,  
A PLAT RECORDED IN PLAT BOOK 8, PAGE 132  
CITY OF VALLEY PARK, ST. LOUIS COUNTY, MISSOURI



A New Facility for  
**VALLEY PARK FIRE PROTECTION DISTRICT**  
47, 51 & 55 Crescent Avenue, Valley Park, MO 63088

**CEDC**  
CIVIL ENGINEERING  
DESIGN CONSULTANTS  
10820 Brentwood Office Drive  
Suite 200  
St. Louis, Missouri 63127  
314.729.3400  
Fax 314.729.3404  
www.cedc.net

Project No. 10000  
No. Description Date  
C.D. 1/1/00  
S.D. 1/1/00  
C.D. 1/1/00

**SD3**

Site Development Plan