



**NOTICE OF PUBLIC MEETING
NOVEMBER 18, 2024 – 7:00 P.M.
BOARD OF ALDERMEN MEETING
TENTATIVE AGENDA**

- I. MEETING CALLED TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF NOVEMBER 4, 2024 MINUTES
- V. CITIZEN COMMENTS
- VI. TREASURER’S REPORT
- VII. PRESENTATION
 - a. Construction Inspection Process – Frank Sturgill, St. Louis County
- VIII. RESOLUTIONS
 - R36-24 A RESOLUTION AUTHORIZING THE EXECUTION OF A LIMITED ENGAGEMENT LETTER WITH STIFEL NICOLAUS FOR UNDERWRITING SERVICES
- IX. PUBLIC HEARING – GLENDALE CHRYSLER SUP AMENDMENTS
- X. ORDINANCES FOR FIRST READING
 - B25-24 AN ORDINANCE AUTHORIZING THE ISSUANCE OF A MODIFIED SPECIAL USE PERMIT TO MERLO AUTOMOTIVE GROUP, INC. FOR THE EXPANSION OF A NEW CAR SALES DEALERSHIP AND USED CAR SALES AGENCY IN CONJUNCTION THEREWITH AT 10070 MANCHESTER ROAD AND A REPAIR GARAGE AND OFFICE SPACE AT 10058 MANCHESTER ROAD AND A VEHICLE STORAGE LOT AT 10088 MANCHESTER ROAD
- XI. ORDINANCES FOR SECOND READING AND FINAL APPROVAL
 - B22-24 AN ORDINANCE AMENDING SECTIONS 400.010, 400.140 AND 400.190 OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GLENDALE, MISSOURI, REGARDING CHANGES IN DEFINITIONS IN THE ZONING CODE RELATED TO THE CITY’S REVISED ARCHITECTURAL REVIEW GUIDELINES AND AMENDMENTS TO THE R-1 AND R-2 AREA REGULATIONS
 - B23-24 AN ORDINANCE AMENDING SECTION 535.150 OF THE GLENDALE MUNICIPAL CODE PERTAINING TO ARCHITECTURAL REVIEW GUIDELINES
 - B24-24 AN ORDINANCE AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT FOR FIREFIGHTER

TRAINING WITH THE WEST COUNTY EMS AND FIRE
PROTECTION DISTRICT

XII. REPORTS

XIII. ADJOURNMENT

Frank Johnson
City Administrator

Posted 5:00 P.M. November 15, 2024



**MINUTES
BOARD OF ALDERMEN MEETING
NOVEMBER 4, 2024 –7:00 p.m.**

CALL TO ORDER

A meeting of the Board of Aldermen of the City of Glendale was held on Monday, November 4, 2024. Mayor Wilcox presided and called the meeting to order at 7:02 p.m.

PLEDGE OF ALLEGIANCE

Mayor Wilcox led the Pledge of Allegiance.

ROLL CALL

Aldermen Present

Aldermen Absent

Alderman Nauman
Alderman Roberts
Alderman Capshaw Cushing
Alderman Kayser
Alderman Roettger

Alderman Lane

Also present were: Frank Johnson, City Administrator; Jim Hetlage, City Attorney; Terry Jones, Public Works Superintendent; Jeff Beaton, Police Chief; Dan Lawrence, Finance Director; Matt Hawkins, Fire Captain; and Gabby Macaluso, Deputy City Clerk.

APPROVAL OF AGENDA

Moved by Alderman Roettger, seconded by Alderman Capshaw Cushing and unanimously carried, to approve the agenda as submitted.

APPROVAL OF MINUTES

Moved by Alderman Roettger, seconded by Alderman Kayser and unanimously carried, to approve the regular meeting minutes of October 21, 2024.

CITIZEN COMMENTS

Resident and City Forester Andrew Haskenhoff stated before the Board of Aldermen that he would like to see sidewalks added to Brownell Ave.

PRESENTATIONS

Keith Slusser with Fick, Eggemeyer and Williamson Certified Public Accountants (FEW) reported on the City’s FY2023-24 Audit. He noted that the he did most of the field work in September, but the completion and presentation of the audit doesn’t occur until November when the Missouri Local Government Employees Retirement System (LAGERS) releases their actuarial evaluation. FEW had an unmodified opinion on the audit, which he notes is desirable.

RESOLUTIONS

R34-24 – Election of Officers

Resolution 34-24 was introduced, a resolution calling for the election of officers to serve the City of Glendale, Missouri, as mayor and Aldermen from each of the City’s three wards; setting terms of office, declaring

filing dates and time for such municipal offices, and establishing dates and polling hours for the Election Day.

City Administrator Frank Johnson reported that this is a standard resolution that the City needs to pass to file for the 2025 municipal election.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing and unanimously carried to approve Resolution 34-24.

R35-24 – Contract with CJ Saliga & Co.

Resolution 35-24 was introduced, a resolution authorizing a contract with CJ Seliga & Co. for the purchase and installation of a new HVAC unit for the public works building located at 721 Bismark Ave.

City Administrator Frank Johnson reported that the existing HVAC unit at the public works building is of a significant age, is no longer operating optimally and required expensive recent repairs. CJ Seliga & Co. provided the most cost-effective bid which includes the removal of existing equipment, installation of new equipment, and warranties on parts and labor.

Moved by Alderman Nauman and seconded by Alderman Roettger and unanimously carried to approve Resolution 35-24.

Public Hearing – Zoning Code Amendments

Mayor Wilcox opened the public hearing regarding zoning amendments to sections of the Glendale Municipal Zoning Code at 7:12. City Administrator Frank Johnson explained that the amendments are necessary for the zoning code to align with the proposed new Architecture Review Board (ARB) guidelines, which are before the Board of Aldermen for approval.

Changes include updates to definitions and terms, most significantly the terms Floor Area Ratio (FAR) and the impervious surface limits. Adding these terms will make them applicable to all properties, not just those before the ARB for project review. Current properties will be grandfathered in, so new standards are applicable to new construction or additions to existing structures.

Mayor Wilcox asked for public comment and resident Laurie Harper of 1018 Glenbrook expressed appreciation for the ARB's work on putting together the new guidelines. She asked if someone were to install a pool or new basketball court, would it impact the impervious surface limitations of the property?

Mr. Johnson explained that it would impact the impervious surface limitations and that the City is working with its engineer to establish

some updated grading permit requirements that would address property modifications like pools and paved surfaces.

Ms. Harper asked if the Lochmueller Group’s stormwater master plan implementation is continuing. Mr. Johnson explained that three of the projects proposed in the master plan have been included in the proposed street and stormwater bond projects. The list of projects have also been sent to the Metropolitan Sewer District (MSD) for review and some have been identified by MSD as projects eligible for funding moving forward.

Ms. Harper also asked if the monitoring of compliance with the new ARB guidelines for construction projects would be addressed by the City if the new guidelines were approved. Mr. Johnson noted that the construction permits and inspections are still going through St. Louis County and the City’s code enforcement officer will enforce property code violations.

Alderman Roberts asked Ms. Harper if she had other concerns about the ARB guidelines. She noted the issues with 993 Glenbrook’s construction with a builder who didn’t comply with approved plans. She wants adherence to the new ARB guidelines to be a priority.

There were no other public comments, and Mayor Wilcox declared the public hearing closed at 7:20 p.m.

ORDINANCES FOR FIRST READING

Bill 22-24 – Municipal Code Amendments (Assigned Ord. No. 22-24)

Bill 22-24 was introduced, an ordinance amending sections of 400.010, 400.140, and 400.190 of the municipal code of ordinances of the City of Glendale, Missouri, regarding changes in definitions in the zoning code related to the City’s revised architectural review guidelines and amendments to the R-1 and R-2 area regulations.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing, and not unanimously carried, to approve the first reading of Bill 22-24 by title only.

City Administrator Frank Johnson reported that the zoning code changes consist of technical changes. The most substantial changes include the definition of Floor Area Ratio (FAR) and impervious surface limits. FAR would now include space conditioned to serve as a living space.

The code changes also establish that the FAR and impervious surface limits apply to the R-1 and R-2 zoning districts. Impervious surface limits would apply to the property itself, patios, swimming pools, etc.

Mayor Wilcox requested a roll call vote for the first reading of Bill 22-24 because the reading was not unanimously approved. The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“No”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	Absent
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

Bill 23-24 – Zoning Code Amendments Pertaining to Architectural Review Guidelines (Assigned Ord. No. 23-24)

Bill 23-24 was introduced, an ordinance amending section 535.150 of the Glendale Municipal Code pertaining to Architectural Review Guidelines.

Moved by Alderman Nauman and seconded by Alderman Capshaw Cushing, and not unanimously carried, to approve the first reading of Bill 23-24 by title only.

City Administrator Frank Johnson reported that the proposed ordinance would adopt the new Architectural Review Board guidelines as part of the City’s zoning code. He recommends that projects currently under ARB review would be subjected to the current guidelines. Mr. Johnson notes that ARB chairman John Fernhoff is at the meeting in case the board members have questions.

Mayor Wilcox asked Mr. Johnson to outline some of the bigger changes. Mr. Johnson noted the following elements.

- The ARB would require more detailed plans for proposed projects. Material samples would be required for siding, roofs and other elements that diverge from the existing design.
- Neighborhood characteristics would be a factor in project approval. The ARB will consider architectural trends in the neighborhoods.
- Scale definition would be achieved through Floor Area Ratio (FAR), height requirements, impervious surface cover limits.
- Site design guidelines would include property grading, overall sight design, drainage, and stormwater flow and mitigation on site.
- Landscape design must account for tree protections, especially for heritage trees.
- Architectural design requirements discourage front-facing garages and limit driveway width.

ARB Chairman Fernhoff was recognized to speak. He explained that the City needs more limits to guide architectural review of new construction and additions to preserve neighborhood character. He noted that he wishes the City could hire a full-time construction inspector to monitor

building projects to ensure compliance with the ARB guidelines during construction. He also stresses that the guidelines are a living, breathing document that can be changed as necessary.

Alderman Roberts asked if the City received feedback from the Home Builders Association (HBA). Mayor Wilcox noted that he met with the HBA and they understood the City’s concerns about the scale of new homes needing to be compatible with the neighborhood’s trends and lot sizes. Mayor Wilcox noted that the HBA did have concerns about the FAR, but they were on-board with water mitigation efforts.

City Forester Andrew Haskenhoff was recognized to speak. He expressed concerns about water mitigation requirements in the proposed new guidelines being too stringent and problematic for the Home Builders Association. He also voiced concerns about the potentially negative impact of water mitigation practices on trees. He asked when the tree study is applicable to projects and Mr. Johnson explained that they may be waived for projects involving additions by the City Administrator, but they are required for new construction.

Alderman Kayser voiced concerns regarding unintended consequences of requiring rear-facing garages and the need for longer driveways to access them as it related to creating more impervious surfaces and stormwater issues.

ARB member Reed Voorhees was recognized to speak. He stressed that the ARB always works with builders to create high-quality projects.

Mayor Wilcox requested a roll call vote for Bill 23-24 because it was not unanimously approved. The vote thereon was as follows:

Alderman Nauman	“Yes”
Alderman Roberts	“No”
Alderman Capshaw Cushing	“Yes”
Alderman Lane	Absent
Alderman Kayser	“Yes”
Alderman Roettger	“Yes”

Bill 24-24 – Intergovernmental Agreement for Firefighter Training (Assigned Ord. No. 24-24)

Bill 24-24 was introduced, an ordinance authorizing the execution of an intergovernmental agreement for firefighter training with the West County EMS and Fire Protection District.

City Administrator Frank Johnson reported that the ordinance renews an existing agreement with the West County EMS and Fire Protection District for training at a tower facility. The agreement helps Glendale firefighters meet training hour requirements.

Moved by Alderman Nauman and seconded by Alderman Roettger and unanimously carried to approve the first reading of Bill 24-24 by title only.

DISCUSSION – Streets, Sidewalks and Stormwater Bond Options

City Administrator Frank Johnson noted that at the previous Board of Aldermen meeting, members requested a slightly modified option that includes sidewalk work along Venneman Ave. He presented this new option, noting the total cost would be approximately \$18 million. This excludes the sidewalk work along E. Essex Ave. to Berry Rd. and sidewalks along Brownell Ave. The estimated cost per household would be slightly higher than \$258 per year per average single-family home. The modified option, referred to as Option 1B, is summarized as:

- Includes all street and stormwater improvement projects
- Includes repair/replacement work to existing sidewalks and construction of new sidewalks along Chelsea Ave., Alexandra Ave., and Venneman Ave.
- Excludes costs to construct new sidewalks along E. Essex Ave. between N. Sappington Rd. and N. Berry Rd.
- Excludes cost to extend sidewalk along south side of Brownell Ave to Idlewild Place.
- Total Cost: \$18,178,000

Alderman Nauman asked why the Brownell Ave. sidewalks were excluded from the project. Public Works Superintendent Terry Jones said to trim costs from the overall bond issue. He noted that the Brownell Ave. sidewalk project could be accomplished as a Capital Improvement Project.

Moved by Alderman Nauman and seconded by Alderman Roettger, and unanimously carried to approve Streets, Sidewalks and Stormwater Bond Option 1B.

CITY ADMIN. REPORT

Mr. Johnson explained that he continues to work with St. Louis County to understand their permitting and inspection process more clearly. He will present these findings with the Board of Alderman. Other updates include:

- City newsletters should be arriving in mailboxes soon. Digital copies will go out later in the week.
- Recruitment for the Communications Coordinator position continues.
- H3 provided a draft update of the City’s comprehensive plan. The next step will be the Steering Committee meeting to get their feedback on the plan.

- Special Use Permit Amendment on behalf of the Glendale Chrysler will be before the Board of Aldermen for consideration at the November 18 meeting.

ALDERMEN COMMENTS

Alderman Capshaw Cushing and Alderman Roberts thanked the ARB for their work on the new guidelines.

Alderman Nauman noted that he was contacted by a resident on Glenbrook concerned about creeping bamboo and the lack of an ordinance banning it. He said we would reach out to Mr. Jones about solutions and drafting new guidelines.

ADJOURN

Moved by Alderman Nauman, seconded by Alderman Capshaw Cushing, and unanimously carried to adjourn the meeting at 8:33 p.m.



Internal Memorandum

Office of the City Administrator

**To: Honorable Mayor Mike Wilcox
 Members of the Board of Aldermen**

**From: Frank Johnson, City Administrator
 Steve Chamberlin, City Treasurer & Dan Lawrence, Finance Officer**

Subject: October Treasurer's Report

Date: November 14, 2024

Cash and Investment Balances:

The City's cash position remains stable through the end of October with a cash and investment balance as of October 31, 2024, of \$4,954,631. Of this figure, \$4,425,274 is available for operations of the city. A month ago, the figure was \$4,380,545 with a comparable number on October 31, 2023, of \$4,084,207.

The increase in funds available for operations during October is normal. This situation was caused by the collection of quarterly trash bills of over \$157,000. Capital Improvement expenditures were somewhat modest with the only large purchase being a dump truck for Public Works at a cost of \$56,800.

The City's cash and investment position increases in December and January and generally declines from February through November as a normal occurrence until property tax collections start back up again in December.

General Fund Revenues and Expenditures:

During the month of October, the General Fund received \$403,640 in revenues and had \$381,444 in expenditures causing a monthly surplus of \$22,196. A year ago the figures were \$379,334 in revenues and \$363,337 in expenses for a surplus of \$15,997. Please see below for further details as well as the enclosed all funds totals document.

REVENUES

General Fund	October-24		Year to Date	
	2024	2023	2024	2023
Sales Tax	103,406	97,495	418,759	399,134
Gross Receipts-Electric	54,088	58,465	207,650	203,092
Gross Receipts-Telephone	7,465	8,073	27,180	27,652
Gross Receipts-Gas	9,852	9,858	71,361	38,094
Gross Receipts-Water	26,532	23,565	96,819	90,363
Court Revenues	7,351	3,228	21,842	11,941

EXPENDITURES

General Fund	October-24		Year to Date	
	2024	2023	2024	2023
Administration	48,071	51,051	214,307	196,367
Court	9,269	7,507	37,590	32,834
Police Department	133,504	129,910	631,686	597,624
Fire Department	132,084	116,691	664,547	581,418
Public Works	58,516	58,177	223,937	219,656

Notes:

- Through four months, revenues in all categories have been received as budgeted.
- The year-to-date expenditures are higher in the Police Department due to work comp insurance (\$18,000 vs \$25,905) and overtime (\$17,492 vs \$25,410).
- The year-to-date expenditures are higher in the Fire Department due to work comp insurance (\$31,382 vs 43,399) and regular Salaries (\$292,651 vs \$329,834) as the department is now fully staffed.
- Gross Receipts-Gas includes a one-time \$31,584 deposit during September 2024 that should have been received March 2024. This was caused by an accounting software error by Spire.

Pension Fund Revenues and Expenditures:

The City's contribution to the Fire and Police Pension Fund is funded by property tax, which for FY 2025 is budgeted to generate \$539,900. This is substantially greater than FY 2020 and earlier year figures of approximately \$135,000 as the passage of Prop E during the June 2020 election will greatly increase the property tax revenues available to the Pension Plan. All full-time employees have been enrolled in the MO Lagers plan as of January 1, 2021. The employee (4% of salary) and City contributions (various rate depending on department) are paid monthly to MO Lagers. For October, the employee withholding was \$7,517 with a City contribution of \$22,976. On April 1, 2021, MO Lagers took over the legacy portion of the Glendale retirement plan for retirees as well. The underfunded balance in the legacy portion of the plan is paid through semi-annual payments of \$118,728 beginning May 1, 2021. Also beginning January of 2021, transfers to the General Fund from the Pension Fund are recorded for the Police and Fire portion of the City Lagers expense.

The Pension Fund's assets held at PNC of \$5,540,348 was transferred to MO LAGERS on March 9, 2021.

Park and Stormwater Revenues and Expenditures:

The ½ cent Park and Stormwater sales tax (collected on a point-of-sale basis) typically generates approximately \$160,000 a year. Of this amount, \$96,000 is budgeted to pay for the annual maintenance expense for Glendale's portion of the Aquatic Center for 2022 and 2025 as well as additional costs for an expanded parks and recreational agreement with the City of Kirkwood. Also budgeted for FY 2025 is the annual transfer of \$60,000 to the Capital Improvement Fund for the stormwater portion of street projects in the CIP Fund.

Capital Improvement Fund Revenues and Expenditures:

The Capital Improvement Fund has four sources of funding – a ½ cent sales (collection based on population) as well as a portion of the Fire Safety sales tax, transfers from the Park and Stormwater Fund, occasional sales of surplus equipment, and grant revenue from STP street projects. Through four months of the fiscal year sales tax revenue is \$183,110 compared to \$181,883 for the prior year. There were four significant Capital Improvements during October and they are listed below.

- Completion of Streets Master Plan Engineering-\$9,892.
- Thermal Imaging Camera for Fire Dept.-\$5,825.
- Completion of Dwyer and Hillard street improvements-\$98,309.
- Dump Truck for Public Works-\$56,800.

\$1,000 to \$5,000 Purchases:

There were 3 items that fell into this category during October 2024, and they are listed below.

- Gulf States Distributors-\$2,525 Ammunition for Police Dept.
- Meyer Electric-\$5,000 Repair of Cable box on Sappington hit by impaired driver.
- Breckenridge Materials-\$1,248 Street repair on Oakway.

If you have any questions regarding this report, please let me know. Thank you.

**CASH AND INVESTMENT BALANCES
GENERAL FUND**

AS OF OCTOBER 31, 2024

CASH: CHECKING	\$225,139.65	3.03%	
PETTY CASH	<u>\$500.00</u>		
TOTAL CASH			<u>\$225,639.65</u>
INVESTMENTS:			
DEMAND DEPOSITS:	<u>\$277,025.56</u>		
CERTIFICATES OF DEPOSIT:	<u>\$4,451,965.59</u>		
TOTAL INVESTMENTS			<u><u>\$4,728,991.15</u></u>
TOTAL: ALL FUNDS, CASH & INVESTMENTS			<u><u>\$4,954,630.80</u></u>

CITY OF GLENDALE
GENERAL FUND INVESTMENTS AS OF OCTOBER 31, 2024

FACILITY	AMOUNT	PURCHASE DATE	MATURITY DATE	RATE	YIELD
BUSEY BANK-CREDIT CARD ACCT. Acct#67-0002654	2,168.78	10/15/2009	N/A	3.03%	3.03%
BUSEY BANK-ARP FUNDS ACCT. Acct#10-0757898	274,856.78	8/27/2021	N/A	3.03%	3.03%
	<u>\$277,025.56</u>				
<u>TOTAL BANK INVESTMENT</u>					
MOSIP C.D, Account					
MOSIP Term Investment	\$500,000.00	8/28/2024	11/26/2024	5.13%	5.13%
MOSIP Term Investment	\$500,000.00	8/28/2024	8/27/2025	4.30%	4.30%
MOSIP Term Investment	\$655,000.00	10/29/2024	3/27/2025	4.54%	4.54%
MOSIP Term Investment	\$650,000.00	7/31/2024	7/10/2025	4.73%	4.73%
MOSIP Cash	\$1,668,852.61	8/14/2014	N/A	4.89%	4.89%
Total MOSIP	\$3,973,852.61				
Cadence Bank #87300012044350	\$235,000.00	7/9/2024	6/9/2025	5.00%	5.00%
Lindell Bank & Trust #1180000324	\$243,112.98	5/24/2024	12/24/2024	5.25%	5.25%
<u>TOTAL CD INVESTMENTS</u>	<u>\$4,451,965.59</u>				

Cash and Investments	Balance		
	31-Oct-24	30-Sep-24	Change
General Fund	4,425,274.00	4,380,545.00	44,729.00

General Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	403,639.54	379,334.09	1,614,613.44	1,514,381.48
Expenses	381,443.56	363,337.38	1,772,068.00	1,627,898.14
Surplus(Deficit)	22,195.98	15,996.71	(157,454.56)	(113,516.66)

Sewer Lateral Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	9,443.00	9,351.52	37,987.19	37,826.95
Expenses	(245.00)	10,113.75	8,405.00	20,325.00
Surplus(Deficit)	9,688.00	(762.23)	29,582.19	17,501.95

Sanitation Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	55,849.20	53,846.08	224,235.11	216,752.16
Expenses	54,519.59	53,667.84	220,112.29	213,075.08
Surplus(Deficit)	1,329.61	178.24	4,122.82	3,677.08

Pension Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	235.89	676.73	2,933.76	2,276.08
Expenses	40,793.01	37,646.81	169,549.20	160,443.94
Surplus(Deficit)	(40,557.12)	(36,970.08)	(166,615.44)	(158,167.86)

Prop P Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	32,201.28	31,914.97	135,641.51	137,059.21
Expenses	34,166.66	32,500.00	136,666.64	130,000.00
Surplus(Deficit)	(1,965.38)	(585.03)	(1,025.13)	7,059.21

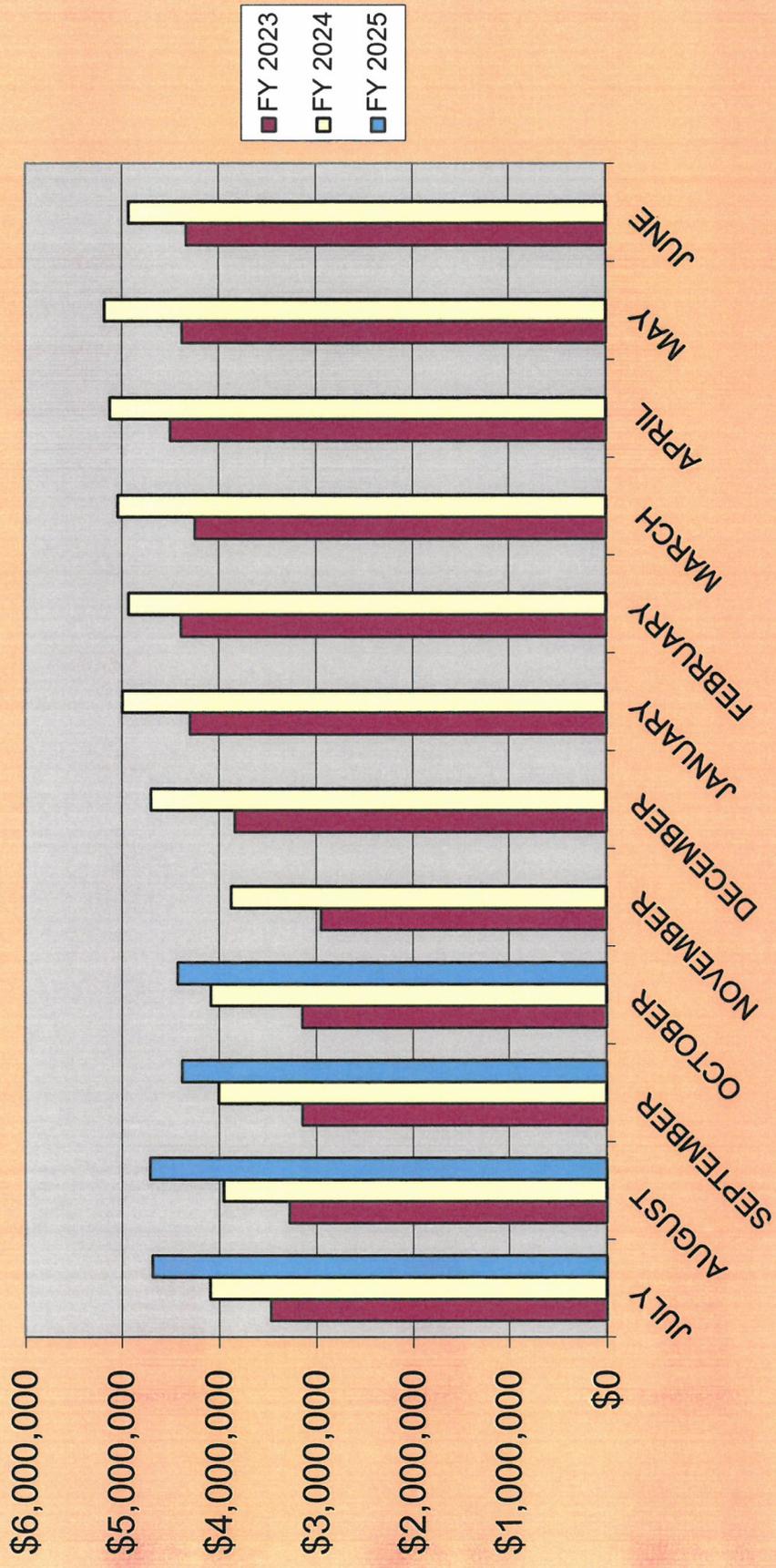
Parks and Stormwater Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	17,061.70	11,607.80	69,157.53	54,426.58
Expenses	0.00	0.00	0.00	35,841.96
Surplus(Deficit)	17,061.70	11,607.80	69,157.53	18,584.62

ARP Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	696.64	2,694.44	2,931.62	10,545.08
Expenses	0.00	0.00	0.00	0.00
Surplus(Deficit)	696.64	2,694.44	2,931.62	10,545.08

Capital Improvement Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	44,886.04	41,636.92	184,310.28	211,366.07
Expenses	174,124.83	438,097.52	626,277.46	618,781.00
Surplus(Deficit)	(129,238.79)	(396,460.60)	(441,967.18)	(407,414.93)

Debt Services Fund	October-24		Year to Date	
	2024	2023	2024	2023
Revenues	270.31	811.01	3,327.89	2,727.65
Expenses	0.00	0.00	79,500.00	84,900.00
Surplus(Deficit)	270.31	811.01	(76,172.11)	(82,172.35)

CITY OF GLENDALE CASH BALANCE



APPLY TO CLEAN DRY SURFACE
AFFIX TO FRONT WINDOW TO ALLOW VISION FROM STREET

AUTHORIZED SIGN NO. 2

KEEP POSTED AT ALL TIMES
RECORD OF INSPECTIONS

RESIDENTIAL PERMIT NO. # _____

Required inspection requests should be called 24 hs. in advance.
The permittee shall be responsible for the maintenance of this sign until final inspections are completed.

St. Louis County Revised Ordinances, Chapter 1101, 1102, 1103, 1108

Department of Public Works, Division of Code Enforcement
41 S. Central Avenue - Clayton, MO 63105

To schedule inspections (314) 615-4677

Information No. (314) 615-5184
T.D.D. No. (314) 615-3748

St. Louis County
Director of Public Works

THIS NOTICE IS NOT TO BE REMOVED EXCEPT BY INSPECTOR

1. Footing & Location	10. Mechanical Rough-In
2. Foundation	11. Building Framing
3. Ground Rough-In Plumbing	12. Building Dry-Wall or Lath
4. Plumbing Rough-In	13. Plumbing Final
5. Electrical Rough-In	14. Mechanical Final
6. Temp. Conn. Of Electrical Service	15. Electrical Final
7. Water Service	16. Fire Inspec. Final (Contact District)
8. Sewer Connection	17. Building Final
9. Fire Inspection (Contact District)	18. Temporary Occupancy

**BUILDING INSPECTOR ONLY SHALL REMOVE THIS SIGN FOR
ISSUANCE OF OCCUPANCY PERMIT**

A RESOLUTION AUTHORIZING THE EXECUTION OF A LIMITED ENGAGEMENT LETTER WITH STIFEL NICOLAUS FOR UNDERWRITING SERVICES

WHEREAS, the City of Glendale intends to issue bonds to finance improvements to the streets, sidewalks and stormwater infrastructure, if approved by voters; and

WHEREAS, the City has determined that Stifel Nicolaus & Company (“Stifel”) is highly qualified to underwrite municipal bonds and wishes to engage Stifel for preliminary advisement and bond placement services in preparation for issuing bonds; and

WHEREAS, it is understood that a limited engagement agreement with Stifel will not restrict the City from issuing bonds through any other underwriter to finance the City’s fire station and city hall improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF GLENDALE, MISSOURI, AS FOLLOWS:

SECTION ONE: The Board of Alderman hereby authorizes the execution of a limited engagement agreement with Stifel Nicolaus & Company to perform bond underwriting services based on the limited engagement letter attached hereto as Exhibit A.

SECTION TWO: This resolution shall become effective upon its passage.

This Resolution passed and approved this 18th day of November 2024.

ATTEST:

Michael A. Wilcox
Mayor

Frank Johnson
City Administrator/City Clerk



Internal Memorandum

Office of the City Administrator

To: Mayor and Board of Aldermen

From: Frank Johnson, City Administrator

Subject: Glendale Chrysler Vehicle Storage Lot Plan and Special Use Permit Modification

Date: November 15, 2024

Chapter 400.420(5)(a) permits operation of a new car dealership via the issuance of a Special Use Permit by the Board of Aldermen. Issuance and amendment of Special Use Permits is subject to review by the Plan Commission prior to consideration by the Board of Aldermen. In addition, Chapter 410.060 requires the owner or operator of a parking lot to submit any plans for the construction, maintenance, change, operation or improvement to the Plan Commission for its recommendation to the Board of Aldermen.

Glendale Chrysler has requested to modify the lot located at 10088 Manchester Road to resurface it as an additional vehicle storage lot for the dealership and, concurrently with that, amend the SUP so that it is included. The proposed improvement plans, including landscaping and photometrics, and an approval letter from MSD are included with the Board packet. The plans have been reviewed and approved by the City Engineer as well.

The proposed amended SUP is also included in your packet. The changes to the SUP are minor compared to the previous revisions considered last summer, and address the following:

- Adding a vehicle storage lot at 10088 Manchester Road as a permitted use in the relevant sections of the SUP.
- Noting that the vehicle storage lot will be constructed according to the submitted plans.
- Prohibiting the performance of automobile service work at 10088 Manchester.
- Section M has the most substantial changes. It relates both to the timing of the striping of the previous lots and the striping of the new lot, essentially providing deadlines as to when the work must be completed.

The City has traditionally handled requests from Glendale Chrysler by first soliciting input from the Plan Commission concerning their suggestions and recommendations. From the Plan Commission, the project with suggested conditions and modifications, if any, then goes on to the Board of Aldermen, who conduct a public hearing and then adopt the SUP by ordinance. As previously noted, the vehicle storage lot improvements require Plan Commission review, per 410.060.

Special Use: Operation of a new car dealership in the C-2 Commercial district is allowed as a special use granted by the Board of Aldermen. Before such special use can be issued, the Board of Aldermen must first determine that such use will not:

- a. Substantially increase traffic hazards or congestion.
- b. Substantially increase fire hazards.
- c. Adversely affect the character of the neighborhood.
- d. Adversely affect the general welfare of the community.
- e. Overtax public utilities.

Under the City Code, the Plan Commission shall investigate and report as to the effect of the proposed special use on any of the above criteria. The Board of Aldermen may set certain conditions on the Special Use Permit as may be necessary to reasonably ensure that operation of such use will not in the future violate the criteria above and ensure that such use shall not create a nuisance or any undue noise, smoke, noxious odors, light or dirt, or other conditions that adversely affect the character of the adjacent neighborhood, or affect the value and enjoyment of the adjacent residential district.

Plan Commission Recommendation

The Plan Commission reviewed the vehicle storage lot plan and proposed amendments to the SUP at their meeting on Wednesday, Nov. 13. They voted unanimously to approve the vehicle storage lot and the SUP with the following conditions:

- Install stop signs at the exits to Glendale Gardens Drive from the vehicle storage lot at 10088 Manchester Road and the dealership service lot at 10070 Manchester Road.
- Extend landscaping south along the vehicle storage lot's eastern frontage on Kenmore Dr.

GENERAL NOTES

- SAFETY NOTICE TO CONTRACTOR: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR SHALL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS OF THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
THE CONTRACTOR SHALL ALSO BE SOLELY RESPONSIBLE FOR THE SAFETY FOR THE GENERAL PUBLIC AND PASSEBY WITH RESPECT TO WORK ZONE AREAS, MEANS AND METHODS AND PEDESTRIAN SAFETY.
ALL EXCAVATIONS, WHETHER THEY ARE FOR RETAINING WALLS, UTILITY TRENCHES OR FOOTING EXCAVATIONS, SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) "CONSTRUCTION STANDARDS FOR EXCAVATIONS".
- BOUNDARY, PROPERTY LINES, EASEMENTS AND TOPOGRAPHIC SURVEY BY STOCK & ASSOCIATES CONSULTING ENGINEERS.
- ALL UTILITIES, STRUCTURES AND UNDERGROUND FACILITIES HAVE BEEN PLOTTED FROM BEST AVAILABLE RECORDS. THEREFORE, THE RELATIONSHIP BETWEEN PROPOSED WORK AND EXISTING FACILITIES, STRUCTURES AND UTILITIES MUST BE CONSIDERED APPROXIMATE, AND IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE THEIR LOCATION AND THE EXISTENCE OF ANY NOT SHOWN. THE CONTRACTOR HAS THE RESPONSIBILITY TO NOTIFY ALL UTILITY COMPANIES, PRIOR TO CONSTRUCTION, TO HAVE EXISTING UTILITIES FIELD LOCATED, UNCOVERED AND DEPTHS VERIFIED TO AVOID CONFLICTS.
- THIS PLAN IS SUBJECT TO ALL LOCAL, STATE AND FEDERAL REGULATIONS. THERE HAS BEEN NO WETLAND DELINEATION, GEOTECHNICAL OR ENVIRONMENTAL DATA PROVIDED TO THIS ENGINEER PRIOR TO DESIGNING THIS PLAN.
- THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF ANY CONFLICTS WITH PROPOSED IMPROVEMENTS.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE HE HAS THE LATEST SET OF IMPROVEMENT PLANS. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR COORDINATING ALL PERMIT PLAN SETS AND ANY SUBSEQUENT PLAN ISSUANCES.
- IMPROVEMENTS SHALL BE STAKED IN THE FIELD BY THE CONTRACTOR AND REVIEWED BY THE ARCHITECT AND OWNER PRIOR TO INSTALLATION. CONTRACTOR SHALL REVIEW OTHER SITE-RELATED SHEETS BY OTHER DESIGNERS (LANDSCAPING, ARCHITECT, ETC.) IN ADDITION TO CIVIL SHEETS FOR COORDINATION PURPOSES. ANY CONFLICTS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER IMMEDIATELY.
- THE CONTRACTOR SHALL MAINTAIN A COMPLETE SET OF RECORD DRAWINGS AT THE JOB SITE AND MARK THEREON ANY CHANGES AS THE WORK PROCEEDS. THE CONTRACTOR SHALL SUBMIT COMPUTER GENERATED, LEGIBLE RECORD DRAWINGS TO THE ENGINEER PRIOR TO FINAL INSPECTION AND ACCEPTANCE.
- ALL WORK WITHIN PUBLIC RIGHT-OF-WAY SHALL BE TO CITY OF GLENDALE OR MODOU STANDARDS, WHERE APPLICABLE.
- ALL MATERIALS AND METHODS OF CONSTRUCTION TO MEET THE CURRENT STANDARDS AND SPECIFICATIONS OF ST. LOUIS COUNTY, WHERE APPLICABLE.
- THE CONTRACTOR SHALL COORDINATE AND/OR OBTAIN ALL NECESSARY LOCAL, STATE, AND FEDERAL PERMITS RELATED TO CONSTRUCTION OF THE IMPROVEMENTS.
- PRIOR TO BEGINNING ANY WORK, THE CONTRACTOR SHALL CONTACT THE OFFICE OF THE OWNER FOR SPECIFIC INSTRUCTIONS RELEVANT TO THE SEQUENCING OF WORK.
- ALL WORK MUST BE PERFORMED WITHIN EXISTING OR ACQUIRED EASEMENTS. AGENCY APPROVAL OF THESE PLANS DOES NOT AUTHORIZE OR CONDONE WORK OUTSIDE OF THE EASEMENTS.
- THE DEVELOPER OR OWNER IS ADVISED THAT UTILITY COMPANIES MAY REQUIRE COMPENSATION FOR RELOCATION OF THEIR FACILITIES WITHIN THE PUBLIC RIGHT-OF-WAY. THE DEVELOPER OR OWNER SHALL ALSO BE MADE AWARE OF EXTENSIVE DELAYS IN UTILITY COMPANY RELOCATIONS AND ADJUSTMENTS WHICH MAY OCCUR. ST. LOUIS COUNTY SHALL BEAR NO RESPONSIBILITY FOR UTILITY RELOCATION OR ADJUSTMENT COSTS OR ASSOCIATED DELAYS.
THE DELAYS DUE TO UTILITY RELOCATION AND ADJUSTMENTS WILL NOT CONSTITUTE A CAUSE TO ALLOW OCCUPANCY PRIOR TO COMPLETION OF ROAD IMPROVEMENTS.
- THE CONTRACTOR SHALL VERIFY PROPOSED AND COORDINATE PROPOSED SERVICES AND LOCATIONS OR RELOCATIONS WITH ALL UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE TO OBTAIN ALL UTILITY PERMITS, UNLESS SPECIFICALLY MENTIONED OTHERWISE.
- ALL PROPOSED UTILITIES TO BE LOCATED UNDERGROUND, UNLESS STATED OTHERWISE.
- ALL HYDRANTS, POWER POLES OR OTHER OBSTRUCTIONS SHALL HAVE A MINIMUM TWO FOOT SETBACK FROM FACE OF CURB OR EDGE OF SHOULDER OF THE ULTIMATE PAVEMENT SECTION AS DIRECTED BY ST. LOUIS COUNTY DEPARTMENT OF TRANSPORTATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONFIRMING THIS REQUIREMENT PRIOR TO CONSTRUCTION. ANY LOCATION WHICH DOES NOT MEET THIS REQUIREMENT SHALL BE BROUGHT TO THE ENGINEER'S ATTENTION IMMEDIATELY. THE CONTRACTOR SHALL ASSUME ALL LIABILITY IF CONFLICTS ARE NOT BROUGHT TO THE ENGINEER'S ATTENTION FOR A DETERMINATION HOW TO PROCEED PRIOR TO CONSTRUCTION.
- ALL TRAFFIC CONTROL DEVICES SHALL COMPLY WITH THE CURRENT EDITION OF THE MANUAL FOR UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AND M&DOT, WHERE APPLICABLE.
- ALL AFFECTED OFF-SITE PROPERTY OWNERS SHALL BE GIVEN NOTICE 48 HOURS IN ADVANCE OF ANY WORK AFFECTING THEIR PROPERTY AND/OR PROPERTY ACCESS.
- ACCESS TO PRIVATE PROPERTIES SHALL BE MAINTAINED AT ALL TIMES. EXISTING COMMERCIAL ENTRANCES MAY HAVE ACCESS RESTRICTED TO 1/2 OF THE ENTRANCE AT A TIME, UNLESS OTHERWISE APPROVED IN THIS PLAN SET.
- NO SIDEWALK SHALL BE REMOVED WITHOUT CONFIRMING ADEQUATE PEDESTRIAN FACILITIES WILL EXIST DURING CONSTRUCTION. PROJECT NEEDS TO PROVIDE CONTINUOUS PEDESTRIAN ACCESS DURING CONSTRUCTION, UNLESS APPROVED ELSEWHERE. FOR SIDEWALK REMOVAL/REPLACEMENT VERIFY THERE IS ADEQUATE PEDESTRIAN ACCESS AROUND SITE, OR PROVIDE TEMPORARY PEDESTRIAN ACCESS.
- IF A PEDESTRIAN DETOUR PLAN IS NOT INCLUDED IN THIS PLAN SET, THE CONTRACTOR SHALL BE RESPONSIBLE FOR CREATING A DETOUR PLAN AND SUBMITTING SAID PLAN TO THE ENGINEER AND AGENCIES FOR REVIEW AND APPROVAL.
- ALL SIDEWALKS, CURB RAMPS, RAMPS, ACCESSIBLE PARKING SPACES SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT APPROVED "AMERICANS WITH DISABILITIES ACT ACCESSIBILITY GUIDELINES" (ADAAG) ALONG WITH THE GRADES, CONSTRUCTION MATERIALS, SPECIFICATIONS, AND SIGNAGE. IF ANY CONFLICT OCCURS BETWEEN THE ABOVE INFORMATION AND THE PLANS, THE ADAAG GUIDELINES SHALL TAKE PRECEDENCE, AND THE CONTRACTOR, PRIOR TO ANY CONSTRUCTION, SHALL NOTIFY THE ENGINEER. THE CONTRACTOR SHALL VERIFY THESE IMPROVEMENTS WITH THE ENGINEER PRIOR TO INSTALLATION.
- THE CONTRACTOR SHALL BE MADE AWARE THAT CERTAIN EXCEPTIONS TO ADA REQUIREMENTS MAY BE APPLICABLE. UNLESS SPECIFICALLY NOTED WITHIN THIS PLAN SET, THE CONTRACTOR SHALL ASSUME THAT NO EXCEPTION WILL APPLY.
- ALL SIDEWALKS (THICKNESS AND WIDTH) AND CURB RAMPS TO BE CONSTRUCTED IN ACCORDANCE WITH ADA AND ST. LOUIS COUNTY STANDARDS.
- ANY DISTURBED OFF-SITE PROPERTY (I.E. BUSHES, TREES, FENCES, MAILBOXES, ETC.), WHICH MAY NOT BE LABELED, SHALL BE REPLACED IN-KIND AT THE DEVELOPER'S EXPENSE.
- SIGNAGE SHALL BE IN ACCORDANCE WITH CITY OF GLENDALE SIGN ORDINANCE(S).
- EXCAVATIONS IN THE PUBLIC RIGHT-OF-WAY, FOR ANY REASON RELATED TO THIS JOB SITE, WILL REQUIRE AN EXCAVATION PERMIT.
- ALL SIGNS SHALL CONFORM TO THE CITY OF KIRKWOOD SIGN ORDINANCE REQUIREMENTS. SIGN LOCATIONS AND SIZES CANNOT BE APPROVED WITH THE SITE IMPROVEMENT PLANS. A SEPARATE APPLICATION MUST BE MADE TO THE DEPARTMENT OF COMMUNITY DEVELOPMENT.
- THE CONTRACTOR SHALL RESTORE OFFSITE CONSTRUCTION AREAS TO AN EQUAL OR BETTER CONDITION THAT EXISTED PRIOR TO THE COMMENCEMENT OF WORK.
- ALL EXCAVATIONS, GRADING, OR FILLING SHALL HAVE A FINISHED GRADE NOT TO EXCEED A 3:1 SLOPE (33%). STEEPER GRADES MAY BE APPROVED BY THE DESIGNATED OFFICIAL IF THE EXCAVATION IS THROUGH ROCK OR THE EXCAVATION OR THE FILL IS ADEQUATELY PROTECTED (A DESIGNED HEAD WALL OR TOE WALL MAY BE REQUIRED). RETAINING WALLS THAT EXCEED A HEIGHT OF FOUR (4) FEET SHALL REQUIRE THE CONSTRUCTION OF SAFETY GUARDS AS IDENTIFIED IN THE APPROPRIATE SECTION(S) OF THE ADOPTED BOCA CODES AND MUST BE APPROVED BY THE CITY BUILDING DEPARTMENT. PERMANENT SAFETY GUARDS WILL BE CONSTRUCTION IN ACCORDANCE WITH THE APPROPRIATE SECTION(S) OF THE ADOPTED BOCA CODES.
- ALL PUBLIC ROADS MUST BE KEPT CLEAR OF MUD AND DEBRIS AT ALL TIMES. FAILURE TO DO SO WILL BE CAUSE FOR THE CITY TO SUSPEND WORK.
- CONTRACTOR SHALL COORDINATE THE DISCONNECTION, SEALING AND/OR REMOVAL OF UTILITIES WITH THE RESPECTIVE COMPANY.
- THE SEWER CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COSTS ASSOCIATED WITH THE FIELD VERIFICATION OF THE SEWER GRADES, OR REMOVAL AND REPLACEMENT OF THE SEWER PIPE OR ASSOCIATED APPURTENANCES.
- EXISTING TOPOGRAPHY AND BOUNDARY BY STOCK AND ASSOCIATES CONSULTING ENGINEERS, INC.
- SUBJECT PROPERTY LIES WITHIN ZONE "X" (AREAS OF MINIMAL FLOOD HAZARD) AS INDICATED ON FLOOD MAPS 29189C0308K, EFFECTIVE DATE OF FEBRUARY 4, 2015.
- GRADING AND DRAINAGE PER CITY OF GLENDALE, ST. LOUIS CO. AND M.S.D. STANDARDS AND SPECIFICATIONS.
- TRASH ENCLOSURE SHALL BE CONSTRUCTED TO MATCH BUILDING MATERIAL.

PREPARED FOR:
10088 MANCHESTER ROAD LLC
10088 MANCHESTER RD.
ST. LOUIS, MO. 63122
ATTN: MS. JENNI BELDING – GENERAL MANAGER

STORM SEWER NOTES

- THE DEVELOPER SHALL PROVIDE ADEQUATE STORM WATER SYSTEMS IN ACCORDANCE WITH ST. LOUIS COUNTY AND M.S.D. STANDARDS.
ALL MATERIALS AND METHODS FOR CONSTRUCTION OF SEWERS SHALL MEET REQUIREMENTS OF M.S.D. "STANDARD CONSTRUCTION SPECIFICATIONS FOR SEWERS AND DRAINAGE FACILITIES", LATEST EDITION AND SHALL INCLUDE ALL SUBSEQUENT CHANGES MADE THERETO.
- SEWERS DESIGNATED AS 'COMMON' SHALL BE THE RESPONSIBILITY OF THE SUBDIVISION TRUSTEES REGARDING MAINTENANCE.
A DRAINLAYER PERMIT SHALL BE OBTAINED FROM THE ST. LOUIS COUNTY DEPARTMENT OF PUBLIC WORKS FOR INTERNAL (PRIVATE) STORM SEWERS.
A PERMIT SHALL BE OBTAINED FROM THE ST. LOUIS COUNTY DEPARTMENT OF PUBLIC WORKS FOR ROOF DRAIN CONNECTIONS.
- MAINTENANCE OF THE SEWERS DESIGNATED AS 'PUBLIC' SHALL BE THE RESPONSIBILITY OF THE METROPOLITAN ST. LOUIS SEWER DISTRICT UPON DEDICATION OF THE SEWERS TO THE DISTRICT.
- PRIOR TO OBTAINING A CONSTRUCTION PERMIT FROM THE METROPOLITAN ST. LOUIS SEWER DISTRICT, THE CONTRACTOR WILL BE REQUIRED TO PROVIDE THE DISTRICT WITH A COPY OF AN EXECUTED CERTIFICATE OF INSURANCE INDICATING THAT THE PERMITTEE HAS OBTAINED AND WILL CONTINUE TO CARRY COMMERCIAL GENERAL LIABILITY AND COMPREHENSIVE AUTO LIABILITY INSURANCE. THE REQUIREMENTS AND LIMITS SHALL BE AS STATED IN THE "RULES AND REGULATIONS AND ENGINEERING DESIGN REQUIREMENTS FOR SANITARY AND STORM WATER DRAINAGE FACILITY", SECTION 10.090 (ADDENDUM).
- ALL STORM WATER SHALL BE DISCHARGED AT AN ADEQUATE NATURAL DISCHARGE POINT.
- INTERIM STORM WATER DRAINAGE CONTROL IN THE FORM OF SILTATION CONTROL MEASURES ARE REQUIRED FOR THIS PROJECT.
- GAS, WATER, AND OTHER UNDERGROUND UTILITIES SHALL NOT CONFLICT WITH THE DEPTH OF HORIZONTAL LOCATION OF EXISTING OR PROPOSED SANITARY AND STORM SEWERS. ANY CONFLICT SHALL BE BROUGHT TO THE ENGINEER'S ATTENTION IMMEDIATELY.
- CONTRACTOR TO START LAYING PIPE AT DOWNSTREAM STRUCTURE AND WORK UPSTREAM. ANY AND ALL POSSIBLE CONFLICTS SHALL BE VERIFIED PRIOR TO COMMENCEMENT OF CONSTRUCTION.
- FOR SEWER PIPE (STORM, SANITARY AND COMBINED WITH A DESIGN GRADE LESS THAN ONE PERCENT (1%), VERIFICATION OF THE PIPE GRADE WILL BE REQUIRED FOR EACH INSTALLED REACH OF SEWER, PRIOR TO ANY SURFACE RESTORATION OR INSTALLATION OF ANY SURFACE IMPROVEMENTS. THE CONTRACTOR'S FIELD SUPERVISOR WILL BE REQUIRED TO PROVIDE DAILY DOCUMENTATION VERIFYING THAT THE AS-BUILT PIPE GRADE MEETS THE DESIGN GRADE THROUGH THE SUBMITTAL OF SIGNED CUT SHEETS TO THE INSPECTOR UPON REQUEST.
- FIELD SURVEYED VERIFICATION MUST BE MADE UNDER THE DIRECTION OF A LICENSED LAND SURVEYOR OR REGISTERED ENGINEER. THE CONTRACTOR WILL BE REQUIRED TO REMOVE AND REPLACE ANY SEWER REACH HAVING AN AS-BUILT GRADE WHICH IS FLATTER THAN THE DESIGN GRADE BY MORE THAN 0.1%. SEWERS WITH GRADES GREATER THAN THE DESIGN GRADE MAY BE LEFT IN PLACE, PROVIDED NO OTHER SEWER GRADE IS REDUCED BY THIS VARIANCE IN THE AS-BUILT.
- IF A STRUCTURE LID/COVER IS LOCATED WITHIN PAVEMENT, SIDEWALK OR PEDESTRIAN PATH, THE LID SHALL BE LOCKING, REGARDLESS OF WHAT IS SHOWN ON THE PLANS. ADDITIONALLY, THE CONTRACTOR SHALL ENSURE FULL ADA COMPLIANCE.
- MSD ALSO RESERVES THE RIGHT TO REQUIRE THE CONTRACTOR TO REMOVE AND REPLACE ANY SEWER (AT ANY TIME PRIOR TO CONSTRUCTION APPROVAL) FOR WHICH THE AS-BUILT GRADE DOES NOT COMPLY WITH THE GRADE TOLERANCE STATED IN THE ABOVE PARAGRAPH(S).
- THE SEWER CONTRACTOR SHALL BE RESPONSIBLE FOR ANY COSTS ASSOCIATED WITH THE FIELD VERIFICATION OF THE SEWER GRADE, OR REMOVAL AND REPLACEMENT OF THE SEWER PIPE.
- ALL CONCRETE SHALL BE REINFORCED, AND CONFORM TO A.S.T.M. DESIGNATION C76 CLASS III UNLESS NOTED OTHERWISE.
- TYPE "C" BEDDING IS REQUIRED FOR PIPES IN ROCK.
- ALL TRENCHES UNDER AREAS TO BE PAVED AND UNDER EXISTING PAVING SHALL BE GRANULAR FILLED WITH 3/4" MINUS CRUSHED LIMESTONE ONLY. BACKFILL SHALL BE PLACED IN ACCORDANCE WITH MSD STANDARD CONSTRUCTION SPECIFICATIONS.
- ALL TRENCH BACKFILLS UNDER PAVEMENT WITHIN PUBLIC RIGHT-OF-WAY SHALL BE GRANULAR BACKFILLED. TRENCH BACKFILLS UNDER PAVED AREAS, OUTSIDE OF PUBLIC RIGHT-OF-WAYS SHALL BE GRANULAR BACKFILL, ALSO IN LIEU OF GRANULAR BACKFILL; COMPACTED EARTH BACKFILL, COMPACTED TO 90 PERCENT OF THE MODIFIED AASHTO T-190 COMPACTION TEST (A.S.T.M. D-1557) FOR THE ENTIRE DEPTH OF THE FILL. ALL TESTS SHALL BE PERFORMED UNDER THE DIRECTION OF AND VERIFIED BY A LICENSED ENGINEER CONCURRENT WITH GRADING AND BACKFILL OPERATIONS.
- JETTING IS NOT AN ACCEPTABLE METHOD OF ACHIEVING BACKFILL COMPACTION. ALL BACKFILL MATERIAL SHALL BE MECHANICALLY COMPACTED TO AT LEAST 96% OF THE MATERIAL'S STANDARD PROCTOR MAXIMUM DRY DENSITY.
- SOILS ENGINEER WILL VERIFY THAT ALL COMPRESSIBLE MATERIAL HAS BEEN REMOVED PRIOR TO FILL PLACEMENT AND THAT ALL FILL, UNDER SANITARY AND STORM SEWER LINES CONSTRUCTED ABOVE ORIGINAL GRADE, HAS BEEN COMPACTED TO 95% OF "MODIFIED PROCTOR". FILL IS TO BE PLACED IN A MAXIMUM OF 9" LIFTS. TESTS SHALL BE TAKEN AT A MAXIMUM OF 50 FOOT INTERVALS ALONG THE ROUTE OF THE PIPE. AT A MAXIMUM OF 2 FEET VERTICALLY, AND LATERALLY OFFSET ON EACH SIDE OF THE PIPE AT A DISTANCE EQUAL TO THE DEPTH OF FILL OVER THE PIPE. A COPY OF THESE RESULTS SHALL BE SUBMITTED TO MSD PRIOR TO CONSTRUCTION.
- STRUCTURES NOTED TO BE ADJUSTED TO FINISH GRADE SHALL BE ADJUSTED BY EITHER REMOVAL OR PLACEMENT OF GRADE RINGS, BRICK WORK OR MORTAR BEDDING BY SUCH METHODS AS APPROVED BY MSD STANDARD CONSTRUCTION SPECIFICATIONS.
- ALL YARD DRAINS AND ASSOCIATED LANDSCAPE DRAINAGE STRUCTURES SHALL BE INSTALLED PER MANUFACTURERS RECOMMENDATIONS.
- IN CERTAIN LOCATIONS, WATERTIGHT POLYPROPYLENE (PP) OR HIGH DENSITY POLYTHENE (HDPE) MAY BE ALLOWED TO BE SUBSTITUTED FOR REINFORCED CONCRETE PIPE (RCP) WITH THE APPROVAL OF THE OWNER, ENGINEER, CITY OF CHESTERFIELD, ST. LOUIS COUNTY AND MSD. THE CONTRACTOR SHALL SUBMIT A REQUEST TO THE ENGINEER (IN WRITING) FOR CONSIDERATION PRIOR TO ORDERING OF ANY MATERIAL.
- MANHOLES MAY BE RAISED USING COURSES OF BRICK OR APPROVED GRADE RINGS), PROVIDED THE TOTAL ADJUSTMENT OF THE MANHOLE DOES NOT EXCEED 12 INCHES INCLUDING EXISTING RINGS OR COURSES OF BRICK. FOR MANHOLES WHICH EXCEED THE MAXIMUM OF 12 INCHES, THE TRANSITION SECTION OF THE STRUCTURE SHALL BE REMOVED AND THE BOTTOM SECTION RAISED USING THE SAME MATERIAL AS THE EXISTING STRUCTURE. MANHOLES MAY BE LOWERED BY REMOVING THE TRANSITION SECTION, AND LOWERING THE EXISTING BOTTOM SECTION BY SAWCUTTING THE EXISTING CAST-IN-PLACE CONCRETE, REMOVING THE REQUIRED COURSES OF BRICK, OR BY REMOVING THE PRE-CAST RISER SECTION AS APPROPRIATE.

MSD ADDITIONAL NOTES

- a. STANDARD CONSTRUCTION 2023 VERSION:**
- ALL STORM AND SANITARY SEWER STRUCTURES AND APPURTENANCES TO BE DEDICATED TO MSD, OR TO BE PRIVATE UNDER MSD INSPECTION, SHALL CONFORM TO THE METROPOLITAN ST. LOUIS SEWER DISTRICT, STANDARD CONSTRUCTION SPECIFICATIONS FOR SEWERS AND DRAINAGE FACILITIES, 2023. THAT WILL INCLUDE STANDARD DETAILS SHOWN THEREIN, AND SHALL INCLUDE ALL SUBSEQUENT CHANGES MADE THERETO AND SHALL ALSO INCLUDE THE FOLLOWING:
- PART 2 - MATERIALS OF CONSTRUCTION**
- SECTION G PIPE**
- CORRUGATED POLYPROPYLENE PIPE
 - PIPE FOR GRAVITY SEWER INSTALLATIONS SHALL BE INSTALLED IN ACCORDANCE WITH ASTM D2321. CONSOLIDATION BY WATER (JETTING OR PULDING) SHALL NOT BE USED. CONSOLIDATION SHALL BE IN ACCORDANCE WITH MSD STANDARD CONSTRUCTION SPECIFICATIONS FOR TRENCH BACKFILL. PRICE FOR COMPACTED BACKFILL SHALL BE INCLUDED IN PIPE UNIT COST.
 - FOR USE IN SANITARY AND COMBINED SEWER INSTALLATIONS, A REPRESENTATIVE FROM THE PIPE MANUFACTURER SHALL VISIT THE SITE WITHIN THE FIRST 100 FEET OF PIPE INSTALLATION. COORDINATION OF THIS SITE VISIT SHALL BE ARRANGED BY THE CONTRACTOR. THE CONTRACTOR SHALL PROVIDE THE MSD INSPECTOR AT LEAST 24 HOURS' NOTICE OF THE PLANNED DATE AND TIME OF THE MANUFACTURER'S SITE VISIT.
- FOLLOWING THE SITE VISIT, THE CONTRACTOR SHALL BE REQUIRED TO PROVIDE A LETTER FROM THE PIPING MANUFACTURER SUMMARIZING THEIR OBSERVATIONS. AT A MINIMUM, THE LETTER SHALL:
- INDICATE THE DATE THE INITIAL SECTION OF PIPE WAS INSTALLED; AND
 - VERIFY THAT THE INSTALLATION OCCURRED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDED PROCEDURES.
- e. TRENCH WIDTH SHALL BE IN ACCORDANCE WITH MANUFACTURER'S INSTALLATION RECOMMENDATIONS. DISTRICT STANDARD PAYLINE WIDTHS BASED ON THE NOMINAL INSIDE PIPE DIAMETER SHALL APPLY.**

PERMITTEE NOTE:
THE PERMITTEE SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION AND EROSION CONTROL OF THE PROJECT AREA. THE PERMITTEE SHALL USE WHATEVER MEANS NECESSARY TO CONTROL EROSION AND SILTATION INCLUDING, BUT NOT LIMITED TO, STAKED STRAW BALES AND/OR SILTATION FABRIC FENCES (POSSIBLE METHODS OF CONTROL ARE DETAILED ON THE PLANS). CONTROL SHALL COMMENCE WITH GRADING AND BE MAINTAINED THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE WORK BY THE CITY OF ST. LOUIS AND THE OWNER. THE PERMITTEE'S RESPONSIBILITIES INCLUDE ALL DESIGN AND IMPLEMENTATION AS REQUIRED TO PREVENT EROSION AND THE DEPOSITING OF SILT. THE CITY OF ST. LOUIS MAY AT THEIR OPTION DIRECT THE PERMITTEE IN HIS METHODS AS DEEMED FIT TO PROTECT PROPERTY AND IMPROVEMENTS. ANY DEPOSITING OF SILT OR MUD ON NEW OR EXISTING PAVEMENT SHALL BE REMOVED IMMEDIATELY. ANY DEPOSITING OF SILT OR MUD IN NEW OR EXISTING SEWERS OR SWALES SHALL BE REMOVED AFTER EACH RAIN AND AFFECTED SEWERS CLEANED TO THE SATISFACTION OF THE METROPOLITAN ST. LOUIS SEWER DISTRICT AND THE OWNER.

VEHICLE STORAGE LOT

A TRACT OF LAND BEING LOT B OF SCHWARTZ PINKUS MANOR AS RECORDED IN PLAT BOOK 188 PAGE 36
LOCATED IN SECTION 31, TOWNSHIP 45 NORTH, RANGE 6 EAST OF THE 5TH PRINCIPAL MERIDIAN
CITY OF GLENDALE, ST. LOUIS COUNTY, MISSOURI

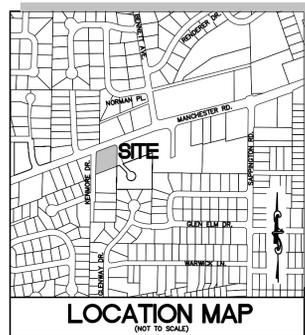
IMPROVEMENT PLANS

LEGEND

	BENCH MARK		FIRE HYDRANT
	FOUND IRON ROD		FIRE DEPARTMENT CONNECTION
	FOUND IRON PIPE		WATER MANHOLE
	RIGHT OF WAY MARKER		WATER METER
	UTILITY POLE SUPPORT POLE		WATER VALVE
	UTILITY POLE WITH LIGHT		POST INDICATOR VALVE
	LIGHT STANDARD		CLEAN OUT
	ELECTRIC METER		STORM MANHOLE
	ELECTRIC MANHOLE		GRATED MANHOLE
	ELECTRIC PEDESTAL		STORMWATER INLET
	ELECTRIC SPLICE BOX		GRATED STORMWATER INLET
	GAS DRIP		SANITARY MANHOLE
	GAS METER		TREE
	GAS VALVE		BUSH
	TELEPHONE MANHOLE		TRAFFIC SIGNAL
	TELEPHONE PEDESTAL		PARKING METER
	TELEPHONE SPLICE BOX		STREET SIGN
	CABLE TV PEDESTAL		SPRINKLER
			MAIL BOX

ABBREVIATIONS

C.O.	-	CLEANOUT
DB.	-	DEED BOOK
E.	-	ELECTRIC
FL.	-	FLOWLINE
FT.	-	FEET
FND.	-	FOUND
G.	-	GAS
M.H.	-	MANHOLE
N/F.	-	NOW OR FORMERLY
P/B.	-	PLAT BOOK
P.C.	-	PAGE
P.V.C.	-	POLYVINYL CHLORIDE PIPE
R.B.	-	RADIAL BEARING
R.C.P.	-	REINFORCED CONCRETE PIPE
SO.	-	SQUARE
T.	-	TELEPHONE CABLE
V.C.P.	-	VETRIFIED CLAY PIPE
W.	-	WATER
(86'W)	-	RIGHT-OF-WAY WIDTH



PERTINENT DATA

OWNER	=	10088 MANCHESTER ROAD LLC
ADDRESS	=	10088 MANCHESTER ROAD
SITE ACREAGE	=	±0.757 AC.
LOCATOR No.	=	22M620231
FIRE DISTRICT	=	GLENDALE
SEWER DISTRICT	=	METROPOLITAN SEWER DISTRICT
WATER SERVICE	=	MISSOURI-AMERICAN WATER CO
GAS SERVICE	=	LACLEDE GAS CO
ELECTRIC SERVICE	=	AMEREN UE ELECTRIC
PHONE SERVICE	=	AT&T
ZIP CODE	=	63122
FLOOD MAP	=	29189C0307K

OWNER NOTE:

ONCE THE CONTRACTOR DELIVERS THE PROPERTY TO THE OWNER, THE OWNER SHALL BE RESPONSIBLE TO MAINTAIN ANY CONTROL MEASURE THAT IS TO REMAIN AS A PERMANENT STRUCTURE TO CONTROL SILTATION AND EROSION.

MISSOURI DEPARTMENT OF NATURAL RESOURCES PERMIT NO. N/A FOR LESS THAN 1 ACRE OF DISTURBANCE

GENERAL NOTES:

1) Subject property is Zoned C-2
Note: The above zoning provided by the City of Glendale, and to verify the client should obtain a zoning endorsement from their title company.

Front: There shall be a front yard in a "C-2" District of not less than thirty-five (35) feet. Where a lot is located at the intersection of two (2) or more streets, there shall be a front yard on each street side of such corner lot or lot not less than thirty-five (35) feet. No main building or accessory building shall project beyond the front yard line on either side.

Side: There shall be a side yard in a "C-2" District of not less than ten (10) feet.

Rear: There shall be a rear yard in a "C-2" District having a minimum depth of fifty (50) feet in that portion of the "C-2" zone which has a depth of two hundred fifty (250) feet south of Manchester Road and a rear yard having a minimum depth of thirty (30) feet in that portion of the "C-2" District which has a maximum depth of one hundred seventy-five (175) feet south of Manchester Road. There shall be a rear yard having a minimum depth of twenty-five (25) feet in that portion of the "C-2" District which has a maximum depth of one hundred twenty feet (120) south of Manchester Road. Any property in this zone abutting any residential property shall have either a wall or fence along the rear of such lot or a screening belt ten (10) feet in width along the rear of the lot which shall be planted with trees and shrubbery. Such wall or fence or planted belt shall provide a screen of such height and character as is necessary to screen the commercial usage from such residential area; the plans for such screening shall be submitted to the Plan Commission for its advice and must be approved by the Board of Aldermen in accordance with the provisions of this Chapter before such property can be used for such purposes. No structures or buildings of any kind shall be erected in such rear yard.

Height: No building shall exceed 35'

2) Subject property lies within Flood Zone X (Areas of minimal flood hazard) according to the National Flood Insurance Rate Map Number 29189C0307K with and effective date of 02/04/2015.

3) Utilities shown hereon are shown from record and/or survey information. Any location, size and type information should be considered as approximate only. It is the Contractors responsibility to call Dig-Rite to verify utility locations.



MISSOURI ONE-CALL: 1-800-344-7483
ST. LOUIS COUNTY: (314) 615-0215
SIGNALS & LIGHTING:

SHEET INDEX

C1.0	TITLE/SPECIFICATION SHEET
C2.0	STORMWATER POLLUTION PREVENTION PLAN
C3.0	DEMOLITION PLAN AND SITE & GRADING PLAN
C4.0	SEWER PROFILES, HYDRAULICS & CONSTRUCTION DETAILS
C5.0	DIFFERENTIAL RUNOFF MAPS
C6.0	PHOTOMETRIC PLAN
L1.01	LANDSCAPE PLAN

STORMWATER MANAGEMENT FUTURE DISTURBANCE NOTE:

ON-SITE LAND AREA DISTURBED = ±0.74 Acres

EXISTING:
0.26 Ac. x 4.20 c.f.s./Ac. = 1.09 c.f.s.
0.40 Ac. x 3.54 c.f.s./Ac. = 1.42 c.f.s.
0.08 Ac. x 1.70 c.f.s./Ac. = 0.14 c.f.s.

TOTAL = 2.65 c.f.s.

PROPOSED:
0.58 Ac. x 3.54 c.f.s./Ac. = 2.05 c.f.s.
0.16 Ac. x 1.70 c.f.s./Ac. = 0.27 c.f.s.

DIFFERENTIAL = 2.32 c.f.s. - 2.65 c.f.s. = 0.33 c.f.s. [DECREASE]

OFF-SITE LAND AREA DISTURBED = ±0.025 Acres

EXISTING:
0.01 Ac. x 3.54 c.f.s./Ac. = 0.04 c.f.s.
0.015 Ac. x 1.70 c.f.s./Ac. = 0.03 c.f.s.

TOTAL = 0.07 c.f.s.

PROPOSED:
0.005 Ac. x 3.54 c.f.s./Ac. = 0.02 c.f.s.
0.02 Ac. x 1.70 c.f.s./Ac. = 0.03 c.f.s.

DIFFERENTIAL = 0.05 c.f.s. - 0.07 c.f.s. = 0.02 c.f.s. [DECREASE]

ANY FUTURE LAND DISTURBANCE AND/OR INCREASE IN IMPERVIOUS AREA ON THIS SITE MAY REQUIRE ADDITIONAL STORM WATER MANAGEMENT PER MSD REGULATIONS IN PLACE AT THAT TIME (INCLUDING TOTAL LAND DISTURBANCE AND/OR IMPERVIOUSNESS ADDED ON THIS PLAN).

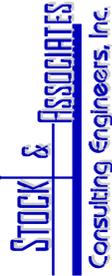
LIMITS OF DISTURBANCE:

THE CONTRACTOR SHALL STAY WITHIN THE LIMITS OF DISTURBANCE AS SHOWN ON THE PLANS AND MINIMIZE DISTURBANCE WITHIN THE WORK AREA WHEREVER POSSIBLE.

NOTE:

DISTURBANCE LESS THAN 1.0 AC. THEREFORE NO WATER QUALITY IS REQUIRED.

PREPARED BY:



SITE IMPROVEMENT PLANS FOR:

VEHICLE STORAGE LOT

10088 MANCHESTER ROAD
GLENDALE, MO 63122



09/03/24
GEORGE M. STOCK E-25116
CIVIL ENGINEER
CERTIFICATE OF AUTHORITY
NUMBER: 000996

REVISIONS:

- MSD COMMENTS 2024-08-09
- CITY COMMENTS 2024-09-03

DRAWN BY:	CHECKED BY:
J.E.B.	G.M.S.

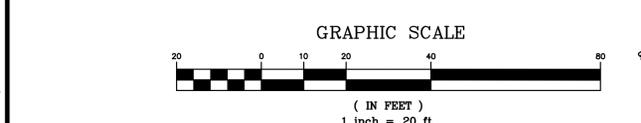
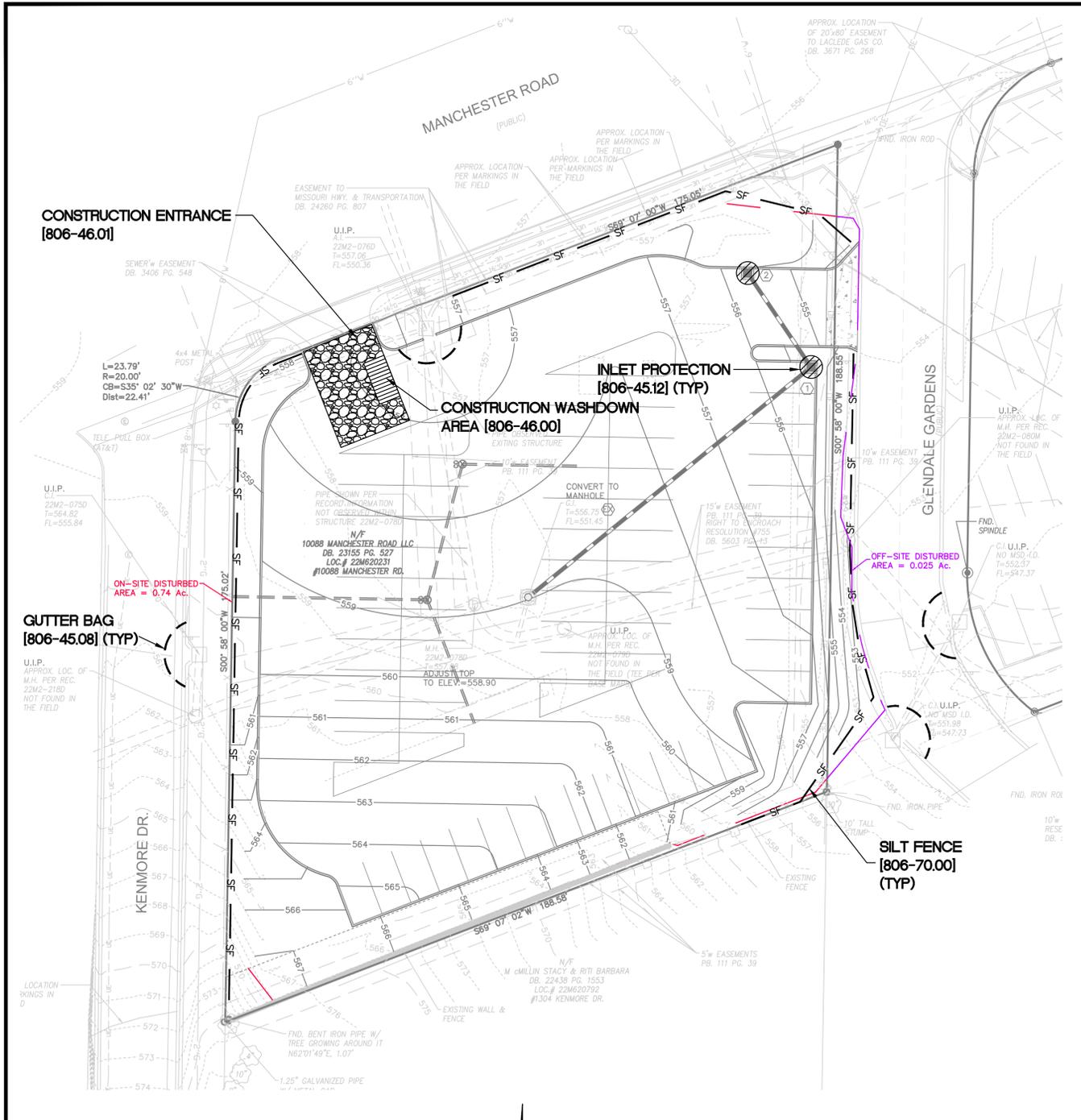
DATE:	JOB NO.:
07/09/24	222-7306.1
M.S.D. P #:	BASE MAP #:
24MSD-00261	22M2
S.L.C. H&T #:	H&T S.U.P. #:
N/A	N/A
M.D.N.R. #:	
N/A	

SHEET TITLE:

TITLE/SPECIFICATION SHEET

SHEET NO.:

C1.0



- SILTATION CONTROL LEGEND**
- INLET PROTECTION [806-45.12]
 - SILT FENCE [806-70.00]
 - CONSTRUCTION ENTRANCE [806-46.01]
 - CONSTRUCTION WASHDOWN AREA [806-46.00]
 - GUTTER FILTER BAG [806-45.08]

- SWPPP NOTES**
- INTERIM STORMWATER DRAINAGE CONTROL IN THE FORM OF SILTATION CONTROL MEASURES ARE REQUIRED.
 - THE DEVELOPER IS REQUIRED TO PROVIDE ADEQUATE STORMWATER SYSTEMS IN ACCORDANCE WITH ST. LOUIS COUNTY, CITY AND MSD STANDARDS.
 - ALL CONSTRUCTION SHALL BE PER MOST CURRENT DETAILS LOCATED IN THE ST. LOUIS COUNTY DESIGN CRITERIA MANUAL AND/OR THE SEDIMENT AND EROSION CONTROL MANUAL.
 - ANY LAND CLEARING, CONSTRUCTION, OR DEVELOPMENT INVOLVING THE MOVEMENT OF EARTH SHALL BE IN ACCORDANCE WITH THE STORMWATER POLLUTION PREVENTION PLAN, AND THE PERSON ISSUED A LAND DISTURBANCE PERMIT ASSUMES AND ACKNOWLEDGES RESPONSIBILITY FOR COMPLIANCE WITH THE CITY OF OLIVETTE CODE AND THE APPROVED STORMWATER POLLUTION PREVENTION PLAN AT THE SITE OF THE PERMITTED ACTIVITY.
 - PRIOR TO ANY MAJOR LAND DISTURBANCE ACTIVITY, A LAND DISTURBANCE PERMIT FROM THE STATE OF MISSOURI DEPARTMENT OF NATURAL RESOURCES WILL BE REQUIRED.
 - ALL WORK WITHIN CITY OF OLIVETTE RIGHT OF WAY SHALL BE TO CITY STANDARDS.
 - INTERIM STORM WATER DRAINAGE CONTROL IN THE FORM OF SILTATION CONTROL MEASURES ARE REQUIRED.
 - THE DEVELOPER IS REQUIRED TO PROVIDE ADEQUATE STORM WATER SYSTEMS IN ACCORDANCE WITH CITY OF OLIVETTE AND M.S.D. STANDARDS.
 - ALL DISTURBED EARTH AREAS WITHIN CITY OF OLIVETTE RIGHT-OF-WAY SHALL BE SODED.
 - ADDITIONAL SILTATION CONTROL SHALL BE INSTALLED AS REQUIRED BY THE CITY OF OLIVETTE.
 - SEDIMENT SHALL BE WASHED FROM ALL VEHICLES AT WASH DOWN STATION PRIOR TO LEAVING THE SITE. NO TRACKING OF MUD ONTO PUBLIC ROADS SHALL BE ALLOWED.

INLET PROTECTION - FABRIC DROP AND DROP IN FILTER

GENERAL DESCRIPTION: A woven fabric barrier located around an area that is open to the sky or a drop in elevation to prevent sediment from entering the storm sewer. It is designed to prevent sediment from entering the storm sewer. It is designed to prevent sediment from entering the storm sewer. It is designed to prevent sediment from entering the storm sewer.

WHEN BMP IS TO BE INSTALLED: Immediately after placement of soil to be backfilled or immediately after placement of soil to be backfilled or immediately after placement of soil to be backfilled.

INSTALLATION/CONSTRUCTION PROCEDURES:

- Use heavy duty woven fabric.
- Use heavy duty woven fabric.
- Use heavy duty woven fabric.

SILT FENCE

GENERAL DESCRIPTION: A woven fabric barrier located around an area that is open to the sky or a drop in elevation to prevent sediment from entering the storm sewer. It is designed to prevent sediment from entering the storm sewer. It is designed to prevent sediment from entering the storm sewer.

WHEN BMP IS TO BE INSTALLED: Immediately after placement of soil to be backfilled or immediately after placement of soil to be backfilled or immediately after placement of soil to be backfilled.

INSTALLATION/CONSTRUCTION PROCEDURES:

- Use heavy duty woven fabric.
- Use heavy duty woven fabric.
- Use heavy duty woven fabric.

CONSTRUCTION WASHDOWN AREA

GENERAL DESCRIPTION: An area located at construction entrance designed to wash sediment from tires and undercarriage of entering vehicles and prevent sediment from being tracked into existing storm sewer.

WHEN BMP IS TO BE INSTALLED: Before or immediately adjacent to exit paths from upgraded construction sites.

INSTALLATION/CONSTRUCTION PROCEDURES:

- Grade and compact area for drainage under washdown pit.
- Grade and compact area for drainage under washdown pit.
- Grade and compact area for drainage under washdown pit.

CONCRETE WASTE MANAGEMENT

GENERAL DESCRIPTION: Control measures designed to reduce the frequency of dust, thereby preventing pollutants from affecting site surroundings. Examples for construction activities include vegetative cover and barriers, mulch, and other dust control measures.

WHEN BMP IS TO BE INSTALLED: Routinely, especially in advance of and during periods of dry weather.

INSTALLATION/CONSTRUCTION PROCEDURES: See conditions for effective use above.

CONCRETE WASHOUT

GENERAL DESCRIPTION: Control measures designed to reduce the frequency of dust, thereby preventing pollutants from affecting site surroundings. Examples for construction activities include vegetative cover and barriers, mulch, and other dust control measures.

WHEN BMP IS TO BE INSTALLED: Routinely, especially in advance of and during periods of dry weather.

INSTALLATION/CONSTRUCTION PROCEDURES: See conditions for effective use above.

257 Chesterfield Business Parkway
St. Louis, MO 63015 PH: (636) 530-9100 FAX (636) 530-9100
e-mail: general@stockandassociates.com
Web: www.stockandassociates.com

STOCK & ASSOCIATES
Consulting Engineers, Inc.

10088 MANCHESTER ROAD
GLENDALE, MO 63122

PREPARED BY: [Signature]

SITE IMPROVEMENT PLANS FOR: **VEHICLE STORAGE LOT**

STATE OF MISSOURI
GEORGE MICHAEL STOCK
PROFESSIONAL ENGINEER
NUMBER PG-25116

09/03/24
GEORGE M. STOCK E-25116
CIVIL ENGINEER
CERTIFICATE OF AUTHORITY
NUMBER: 000996

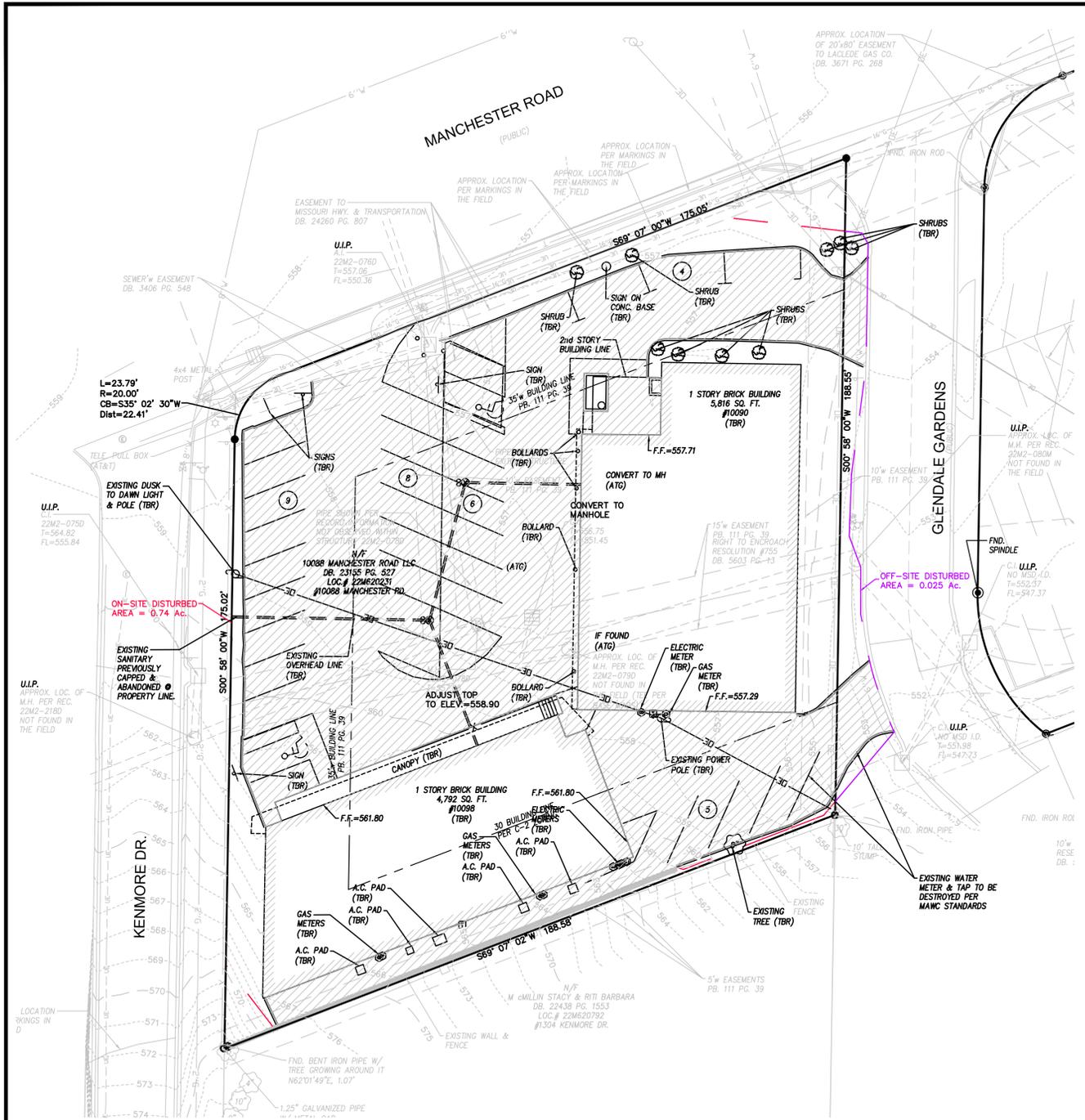
REVISIONS:

- MSD COMMENTS 2024-08-09
- CITY COMMENTS 2024-09-03

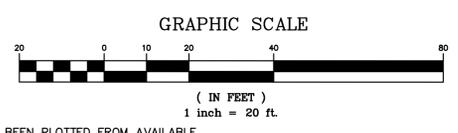
DRAWN BY: J.E.B.	CHECKED BY: G.M.S.
DATE: 07/09/24	JOB NO: 222-7306-1
M.S.D. # 24MSD-00261	BASE MAP # 22M2
S.L.C. H&T # N/A	H&T S.U.P. # N/A
M.D.N.R. # N/A	

SHEET TITLE: **STORMWATER POLLUTION PREVENTION PLAN**

SHEET NO.: **C3.0**



SITE DEMOLITION PLAN

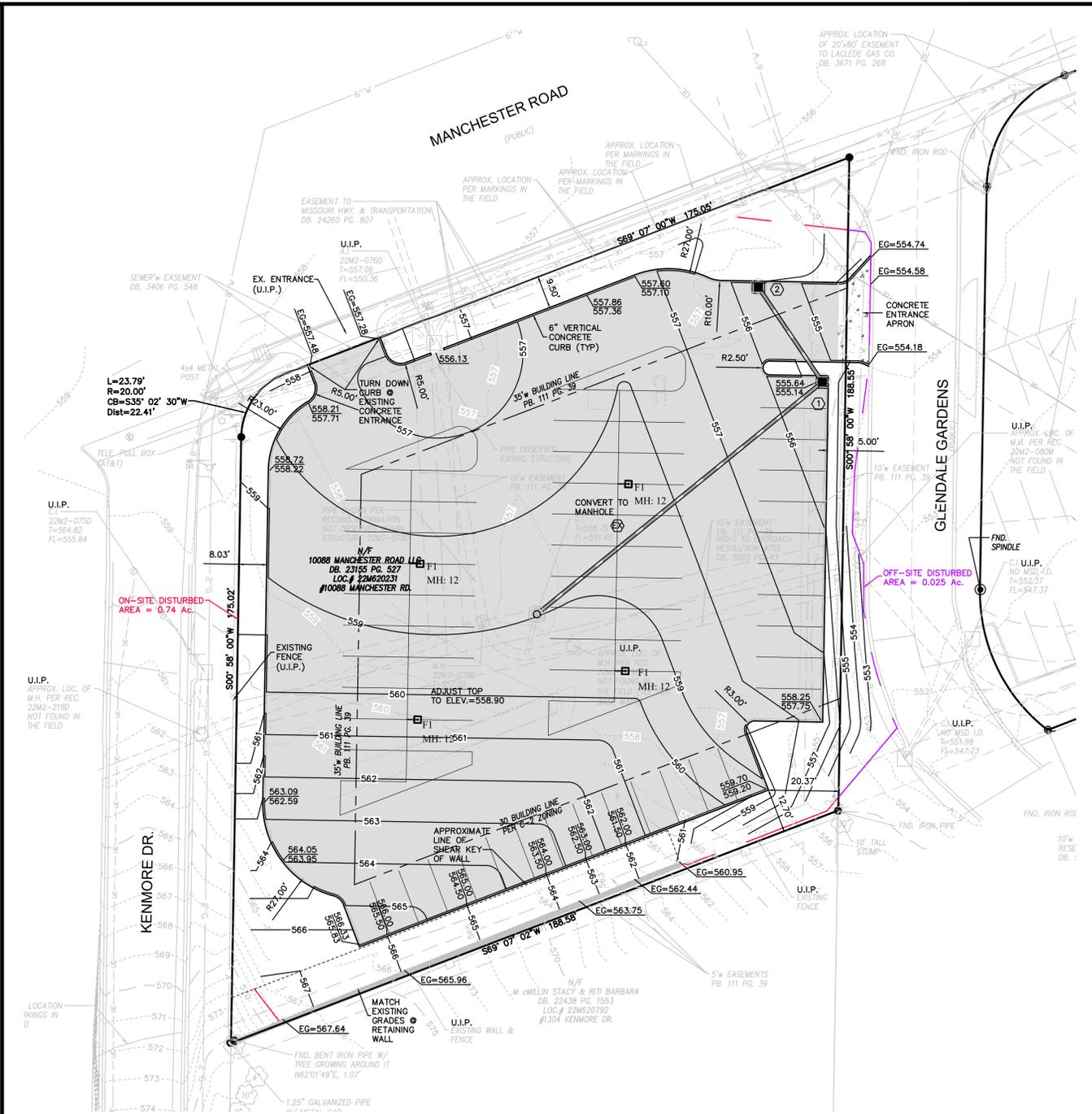


UTILITY NOTE

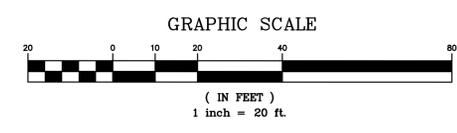
UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS, RECORDS AND INFORMATION, AND THEREFORE DO NOT NECESSARILY REFLECT THE ACTUAL EXISTENCE, NON-EXISTENCE, SIZE, TYPE, NUMBER, OR LOCATION OF THESE FACILITIES, STRUCTURES AND UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE ACTUAL LOCATION OF ALL UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES, EITHER SHOWN OR NOT SHOWN ON THESE PLANS. THE UNDERGROUND FACILITIES, STRUCTURES, AND UTILITIES SHALL BE LOCATED IN THE FIELD PRIOR TO ANY GRADING, EXCAVATION OR CONSTRUCTION OF IMPROVEMENTS. THESE PROVISIONS SHALL IN NO WAY ABSOLVE ANY PARTY FROM COMPLYING WITH THE UNDERGROUND FACILITY SAFETY AND DAMAGE PREVENTION ACT, CHAPTER 319 RSMO.

DEMOLITION NOTES

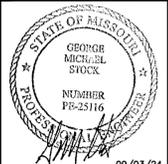
- ALL TREES THAT ARE NOT NOTED TO BE REMOVED (TBR) AND LOCATED OUTSIDE AND ADJACENT TO THE DISTURBED AREAS (AS INDICATED ON DEMO PLAN) SHALL REMAIN AND BE PROTECTED. SEE LANDSCAPE DRAWINGS AND SPECIFICATIONS FOR TREE PROTECTION DETAILS.
- DEMOLITION INCLUDES ALL MATERIAL WITHIN THE LIMITS OF CONSTRUCTION LINE SHOWN ON PLANS, UNLESS OTHERWISE NOTED ON SHEET.
- CONTRACTOR IS RESPONSIBLE TO FIELD LOCATE ALL EXISTING UNDERGROUND UTILITIES AND/OR IRRIGATION SYSTEMS ADJACENT TO THE PROPERTY PRIOR TO ANY DIGGING OR EARTH MOVING.
- THE CONTRACTOR SHALL STAY WITHIN THE LIMITS OF DISTURBANCE AS SHOWN ON THE PLANS AND MINIMIZE DISTURBANCE WITHIN THE WORK AREA WHEREVER POSSIBLE.
- THE CONTRACTOR SHALL COORDINATE WITH OWNER AND UTILITY SERVICE PROVIDERS THE DISCONNECTION AND REMOVAL OF ALL UTILITY SERVICES TO THE EXISTING STRUCTURES SHOWN TO BE DEMOLISHED.
- UTILITY RELOCATIONS TO BE COORDINATED WITH UTILITY PROVIDER.



SITE & GRADING PLAN



NOTE:
NO NEW WATER LINE OR SANITARY SERVICES ASSOCIATED WITH THIS PROJECT.



09/03/24
GEORGE M. STOCK E-25116
CIVIL ENGINEER
CERTIFICATE OF AUTHORITY
NUMBER: 000996

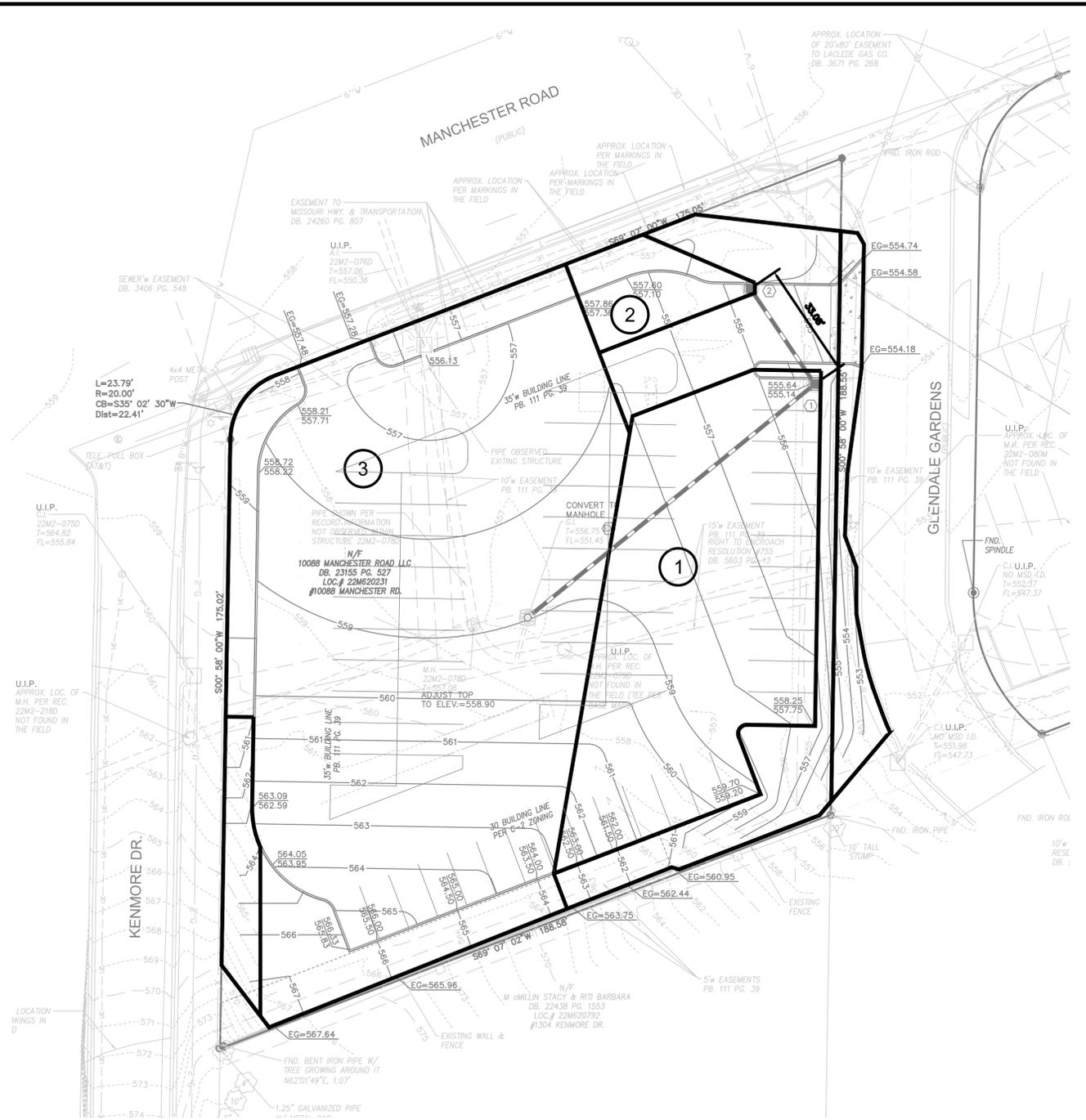
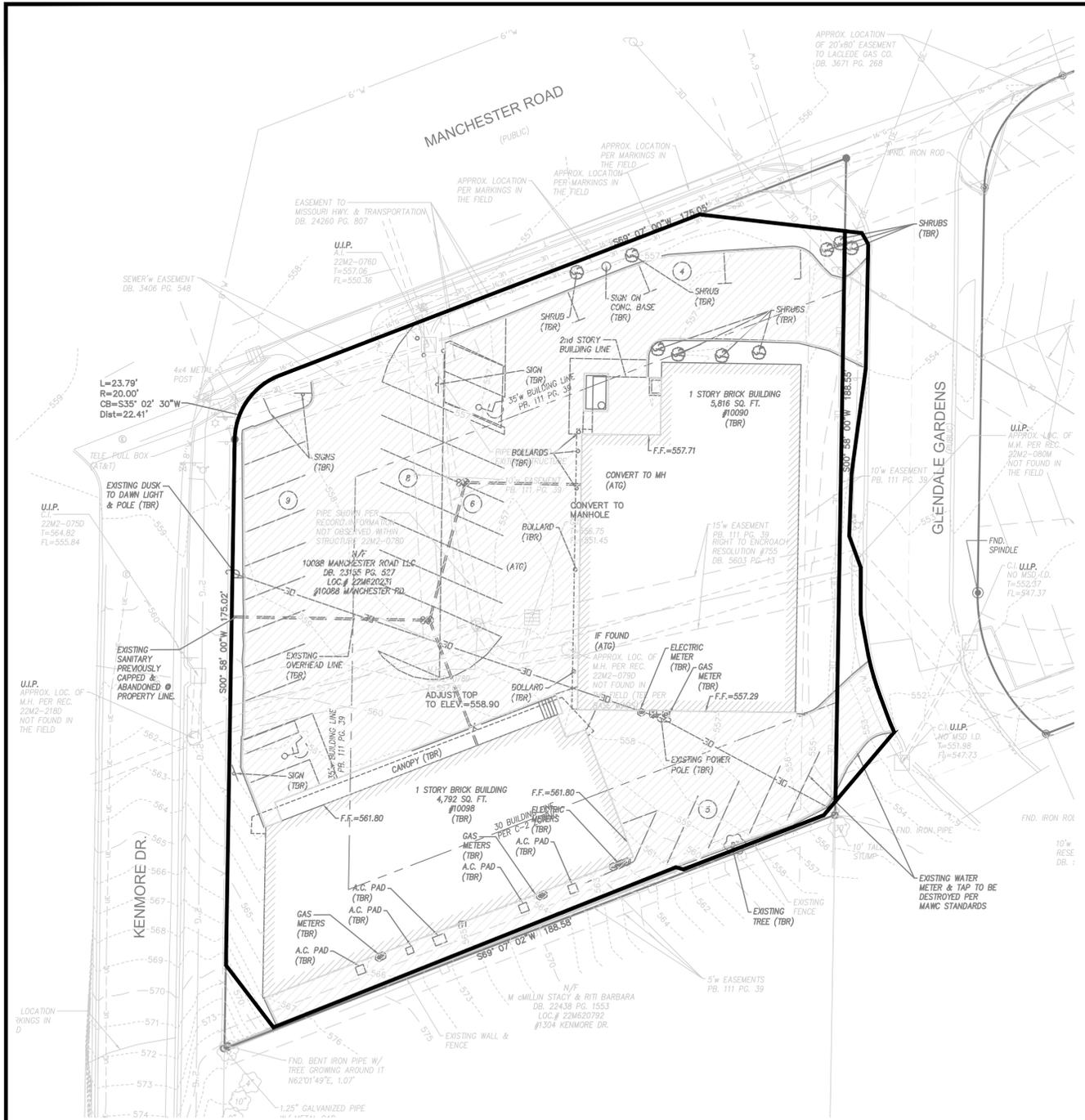
REVISIONS:

- MSD COMMENTS 2024-08-09
- CITY COMMENTS 2024-09-03

DRAWN BY: J.E.B.	CHECKED BY: G.M.S.
DATE: 07/09/24	JOB NO: 222-7306.1
M.S.D. P.#: 24MSD-00261	BASE MAP #: 22M2
S.L.C. H&T #: N/A	H&T S.U.P. #: N/A
M.D.N.R. #: N/A	

SHEET TITLE:
DEMOLITION PLAN AND SITE & GRADING PLAN

SHEET NO.:
C3.0



GRAPHIC SCALE



(IN FEET)
1 inch = 20 ft.

PRE-DEVELOPED RUNOFF: 15-YR. 20-MIN

EXISTING (ON-SITE):
0.26 Ac. x 4.20 c.f.s./Ac. = 1.09 c.f.s.
0.40 Ac. x 3.54 c.f.s./Ac. = 1.42 c.f.s.
0.08 Ac. x 1.70 c.f.s./Ac. = 0.14 c.f.s.

TOTAL = 2.65 c.f.s.

EXISTING (OFF-SITE):
0.01 Ac. x 3.54 c.f.s./Ac. = 0.04 c.f.s.
0.015 Ac. x 1.70 c.f.s./Ac. = 0.03 c.f.s.

TOTAL = 0.07 c.f.s.

GRAPHIC SCALE



(IN FEET)
1 inch = 20 ft.

POST-DEVELOPED RUNOFF: 15-YR. 20-MIN

PROPOSED (ON-SITE):
0.58 Ac. x 3.54 c.f.s./Ac. = 2.05 c.f.s.
0.16 Ac. x 1.70 c.f.s./Ac. = 0.27 c.f.s.

DIFFERENTIAL = 2.32 c.f.s. - 2.65 c.f.s. = 0.33 c.f.s. [DECREASE]

PROPOSED (OFF-SITE):
0.005 Ac. x 3.54 c.f.s./Ac. = 0.02 c.f.s.
0.02 Ac. x 1.70 c.f.s./Ac. = 0.03 c.f.s.

DIFFERENTIAL = 0.05 c.f.s. - 0.07 c.f.s. = 0.02 c.f.s. [DECREASE]

1 0.17 ACRES @ 3.54 C.F.S./AC. = 0.60 C.F.S. (TRIBUTARY TO #1)

2 0.02 ACRES @ 3.54 C.F.S./AC. = 0.08 C.F.S. (TRIBUTARY TO #2)

3 0.08 ACRES @ 1.70 C.F.S./AC. = 0.14 C.F.S.
0.35 ACRES @ 3.54 C.F.S./AC. = 1.24 C.F.S.
TOTAL = 1.38 C.F.S. (TRIBUTARY TO EXISTING AREA INLET NO MSD I.D.)

PREPARED BY:
STOCK & ASSOCIATES
Consulting Engineers, Inc.
257 Chesterfield Business Parkway
St. Louis, MO 63015 PH: (636) 530-9100 FAX (636) 530-9100
e-mail: general@stockassoc.com
Web: www.stockassoc.com

SITE IMPROVEMENT PLANS FOR:
VEHICLE STORAGE LOT
10088 MANCHESTER ROAD
GLENDALE, MO 63122



09/03/24
GEORGE M. STOCK E-25116
CIVIL ENGINEER
CERTIFICATE OF AUTHORITY
NUMBER: 000996

REVISIONS:

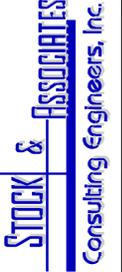
- MSD COMMENTS 2024-08-09
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DATE: 07/09/24	JOB NO: 222-7306.1
M.S.D. P # 24MSD-00261	BASE MAP # 22M2
S.L.C. H&T # N/A	H&T S.U.P. N/A
M.D.N.R. # N/A	

SHEET TITLE:
DIFFERENTIAL RUNOFF MAPS

SHEET NO.:
C5.0

PREPARED BY:



SITE IMPROVEMENT PLANS FOR:

VEHICLE STORAGE LOT

10088 MANCHESTER ROAD
 GLENDALE, MO 63122



09/03/24
 GEORGE M. STOCK E-25116
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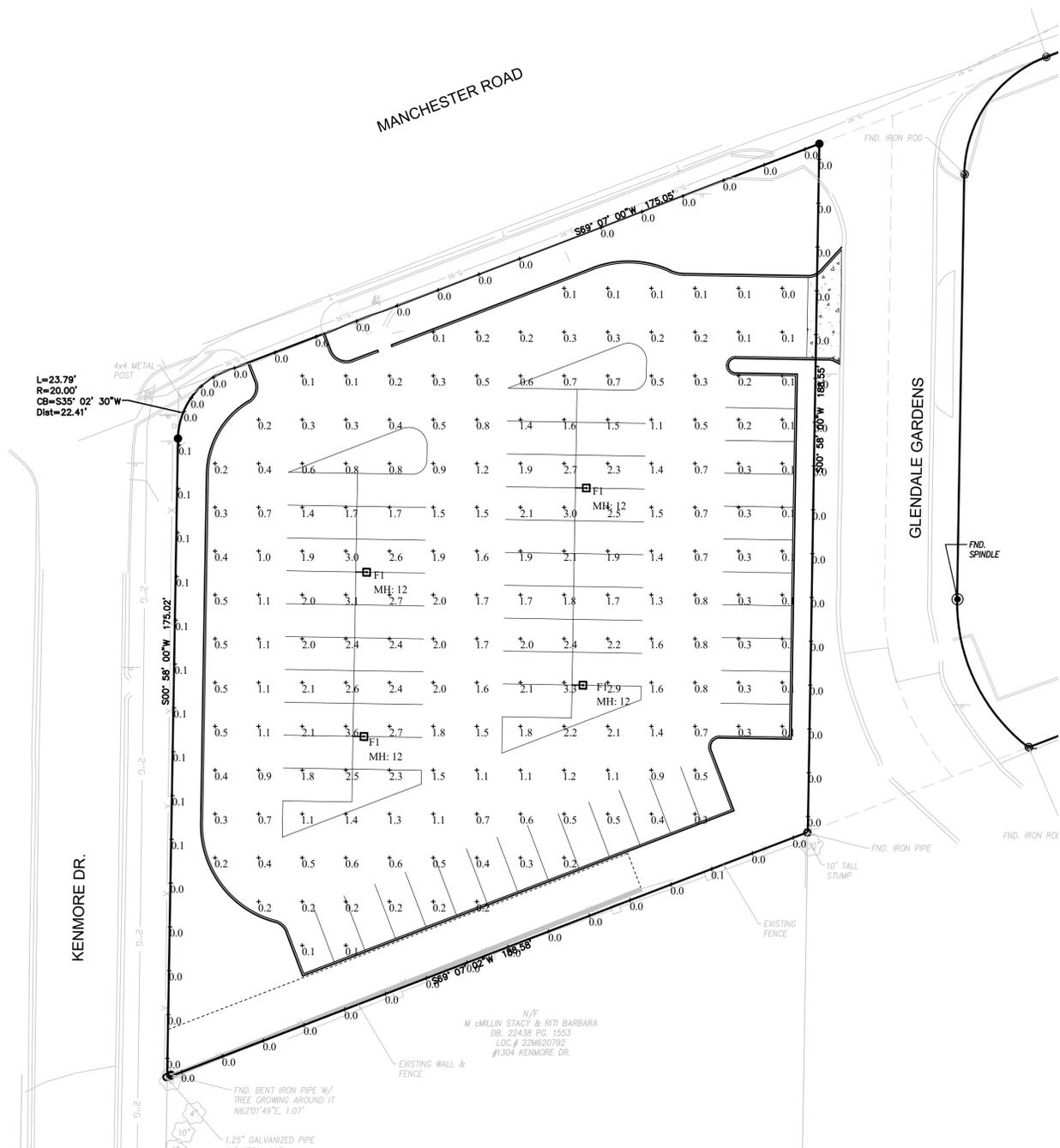
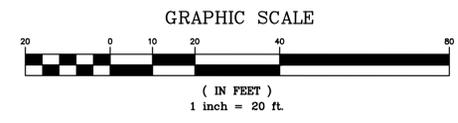
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S.L.C. H&T # N/A	H&T S.U.P. # N/A
M.D.N.R. # N/A	

SHEET TITLE:
 PHOTOMETRIC PLAN

SHEET NO.:
 C6.0



FIXTURES MOUNTING HEIGHT INCLUDES BASE
 LIGHT LEVEL CALCULATED ON THE GROUND

Calculation Summary							
Label	Calc Type	Units	Avg	Max	Min	Avg/Min	Max/Min
PROPERTY LINE	Illuminance	Fc	0.02	0.1	0.0	N.A.	N.A.
SITE	Illuminance	Fc	1.04	3.6	0.0	N.A.	N.A.

Luminaire Schedule							
Symbol	Qty	Label	Arrangement	LLF	Lum. Watts	Total Watts	Description
	4	F1	Single	0.900	54	216	PRV-PA1A-740-U-5WQ

DESIGN IS BASED ON CURRENT INFORMATION PROVIDED AT THE TIME OF REQUEST.
 ANY CHANGES IN MOUNTING HEIGHT OR LOCATION, LAMP WATTAGE, LAMP TYPE, AND
 EXISTING FIELD CONDITIONS, THAT AFFECT ANY OF THE PREVIOUSLY MENTIONED, WILL
 VOID CURRENT LAYOUT AND REQUIRE A CHANGE REQUEST AND RECALCULATION.



Jerald Saunders - Landscape Architect
MO License # LA-007

Consultants:

GLENDALE CHRYSLER JEEP DODGE RAM

10088 MANCHESTER ROAD
GLENDALE, MISSOURI

Revisions:

Date	Description	No.
11/7/24	City Comments	1

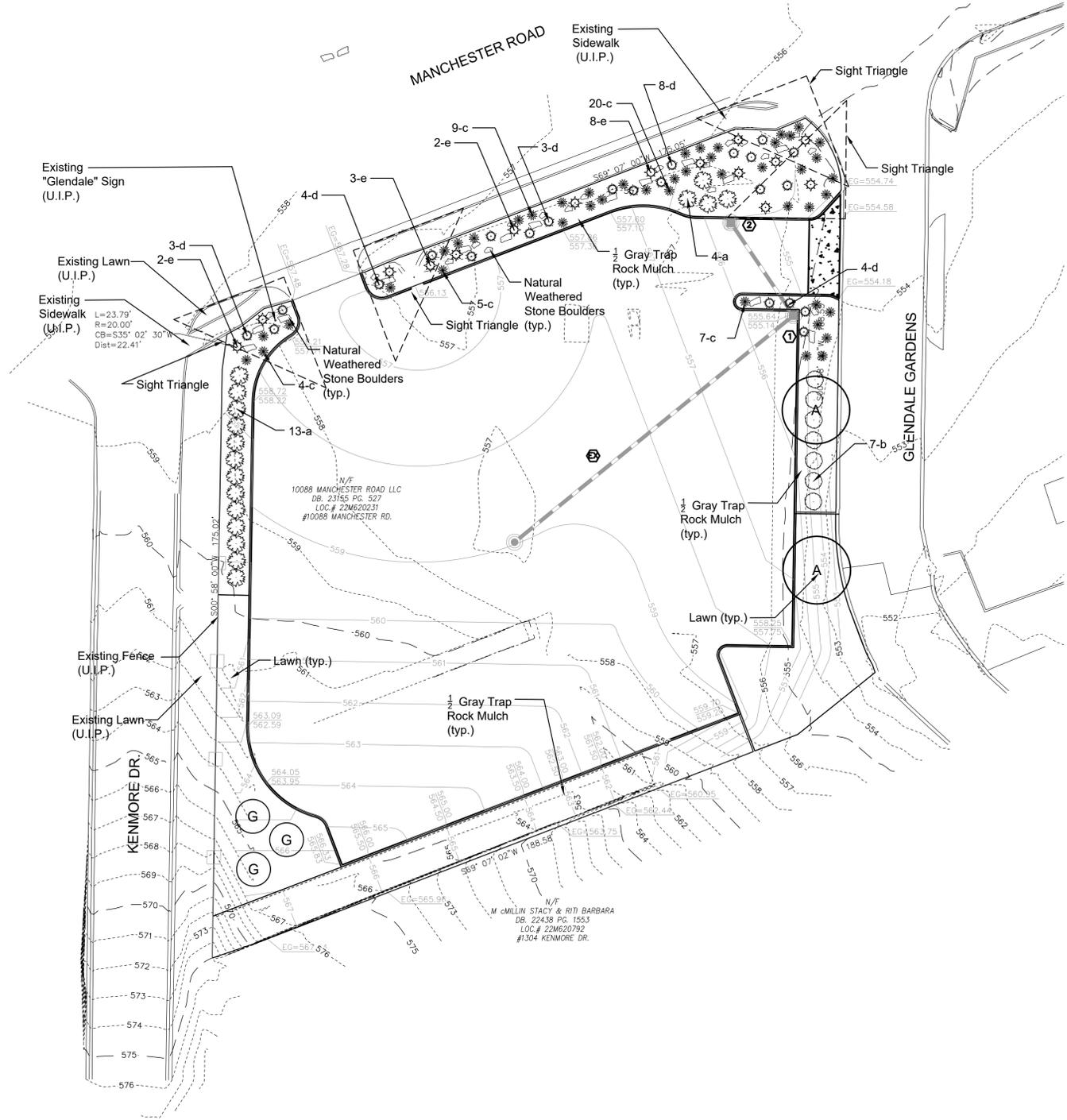
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Checked: RS

LOOMIS ASSOCIATES
landscape architects + planners
750 spint 40 park drive, chesterfield, missouri 63005
t. 636-519-8666
www.loomis-associates.com

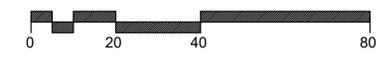
Loomis Associates Inc.
Missouri State Certificate of Authority #: LAC#0000191

Sheet Title:	LANDSCAPE PLAN
Sheet No:	L1.01
Date:	10/09/24
Job #:	813.093

PLANTING SCHEDULE					
ID	QUANTITY	BOTANICAL NAME	COMMON NAME	SIZE	REMARKS
TREES					
A	2	<i>Quercus x warei</i> 'Nadler'	Kindred Spirit Oak	2.5"	B & B
G	3	<i>Thuja</i> "Green Giant"	Green Giant Arborvitae	6' tall	B & B
SHRUBS-ORNAMENTAL GRASSES-PERENNIALS-ANNUALS-GROUNDCOVER					
a	17	<i>Weigela florida</i> 'Alexandra'	Wine & Roses Weigela	18"	
b	7	<i>Rhus glabra</i> 'Gro-low'	Grow-Lo Sumac	18"	
c	45	<i>Sporobolus heterolepis</i>	Prairie Dropseed	1 gal.	
d	22	<i>Pennistetum alopecuroides</i> 'Hameln'	Dwarf Fountain Grass	3 gal.	
e	15	<i>Thuja occidentalis</i> "SMNTOBAB"	"Tater Tot" Arborvitae	12"	
	32	Weathered Stone Boulders	To match current Jeep frontage		



LANDSCAPE PLAN
SCALE 1"=20'



Project	Catalog #	Type
Prepared by	Notes	Date



Lumark

Prevail Discrete LED

Area / Site Luminaire

Product Features



Product Certifications



Interactive Menu

- Ordering Information [page 2](#)
- Mounting Details [page 3, 4](#)
- Optical Configurations [page 5](#)
- Product Specifications [page 5](#)
- Energy and Performance Data [page 6](#)
- Control Options [page 8](#)

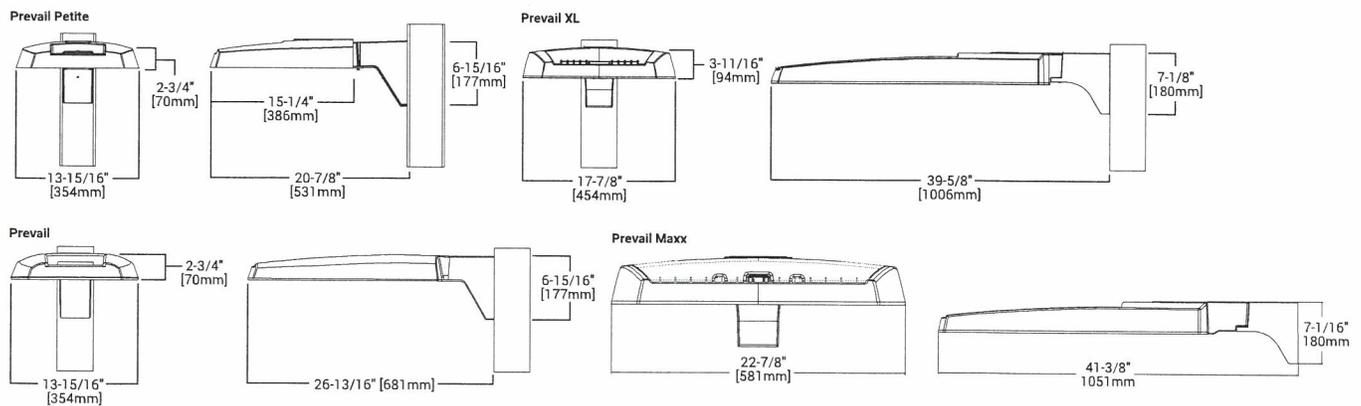
Quick Facts

- Direct-mounted discrete light engine for improved optical uniformity and visual comfort
- Lumen packages range from 4,300 - 68,000 nominal lumens (30W - 550W)
- Replaces 70W up to 1,000W HID equivalents
- Efficacies up to 157 lumens per watt
- Standard universal quick mount arm with universal drill pattern

Connected Systems

- WaveLinx PRO Wireless
- WaveLinx LITE Wireless

Dimensional Details



NOTES:
 1. Visit <https://www.designlights.org/search/> to confirm qualification. Not all product variations are DLC qualified.
 2. IDA Certified for 3000K CCT and warmer only.

Energy and Performance Data

Power and Lumens

[View PRV-P IES files](#)

[View PRV IES files](#)

[View PRV-XL IES files](#)

Product Family		Prevail Petite				Prevail				Prevail XL				Prevail Maxx			
Light Engine		PA1A	PA1B	PA1C	PA1D	PA1A	PA1B	PA2A	PA2B	PA3A	PA3B	PA4A	PA4B	PA6A	PA6B	PA6C	PA6D
Power (Watts)		31	53	72	93	54	74	113	151	172	234	245	303	274	366	457	544
Drive Current (mA)		375	670	930	1200	670	930	720	970	750	980	785	970	600	800	1000	1200
Input Current @ 120V (A)		0.26	0.44	0.60	0.78	0.45	0.62	0.93	1.26	1.44	1.95	2.04	2.53	2.30	3.05	3.83	4.54
Input Current @ 277V (A)		0.12	0.20	0.28	0.35	0.21	0.28	0.41	0.55	0.62	0.85	0.93	1.12	0.99	1.30	1.62	1.94
Input Current @ 347V (A)		0.10	0.17	0.23	0.29	0.17	0.23	0.33	0.45	0.52	0.70	0.74	0.90	0.78	1.05	1.32	1.60
Input Current @ 480V (A)		0.07	0.13	0.17	0.22	0.12	0.17	0.24	0.33	0.39	0.52	0.53	0.65	0.58	0.76	0.95	1.14
Distribution																	
Type II Roadway	4000K/5000K Lumens	4,505	7,362	9,495	11,300	7,605	9,896	15,811	19,745	24,718	30,648	34,067	39,689	41,611	52,596	61,921	67,899
	BUG Rating	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4	B3-U0-G4	B4-U0-G5	B4-U0-G5	B4-U0-G5
	Lumens per Watt	147	139	132	121	141	134	141	131	144	131	139	131	152	144	135	125
	3000K Lumens ¹	4,103	6,705	8,647	10,291	6,926	9,012	14,399	17,982	22,511	27,912	31,025	36,145	37,896	47,900	56,392	61,837
Type II Roadway w/ HSS	4000K/5000K Lumens	3,727	6,091	7,855	9,349	6,006	7,815	12,487	15,594	19,521	24,204	26,094	31,334	32,874	41,553	48,919	53,642
	BUG Rating	B0-U0-G1	B0-U0-G2	B0-U0-G2	B1-U0-G2	B0-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G3	B1-U0-G3	B1-U0-G4	B1-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B2-U0-G5
	Lumens per Watt	121	115	109	100	111	106	111	103	113	103	107	103	120	114	107	99
	3000K Lumens ¹	3,394	5,547	7,154	8,514	5,470	7,117	11,372	14,201	17,778	22,043	24,502	28,545	29,939	37,843	44,552	48,853
Type II Urban	4000K/5000K Lumens	4,496	7,347	9,476	11,277	7,597	9,886	15,795	19,724	24,692	30,616	34,031	39,647	41,372	52,294	61,565	67,509
	BUG Rating	B1-U0-G1	B2-U0-G2	B2-U0-G2	B3-U0-G3	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3	B4-U0-G4	B4-U0-G4	B4-U0-G4	B4-U0-G4	B4-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5
	Lumens per Watt	146	139	131	121	141	134	141	131	144	131	139	131	151	143	135	124
	3000K Lumens ¹	4,095	6,691	8,630	10,271	6,919	9,003	14,384	17,963	22,488	27,882	30,992	36,107	37,678	47,625	56,068	61,481
Type II Urban w/ HSS	4000K/5000K Lumens	3,253	5,316	6,856	8,160	5,297	6,893	11,013	13,753	17,217	21,347	23,728	27,644	28,951	36,594	43,082	47,241
	BUG Rating	B1-U0-G1	B1-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G1	B1-U0-G2	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G3	B2-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B3-U0-G5
	Lumens per Watt	106	101	95	87	98	93	97	91	100	91	97	91	106	100	94	87
	3000K Lumens ¹	2,963	4,841	6,244	7,431	4,824	6,277	10,029	12,525	15,680	19,441	21,609	25,176	26,366	33,327	39,235	43,023
Type III	4000K/5000K Lumens	4,443	7,261	9,364	11,145	7,575	9,857	15,749	19,667	24,621	30,527	33,932	39,532	41,155	52,020	61,242	67,155
	BUG Rating	B1-U0-G1	B1-U0-G2	B2-U0-G2	B2-U0-G2	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
	Lumens per Watt	145	138	130	119	140	133	141	130	143	130	138	130	150	142	134	123
	3000K Lumens ¹	4,046	6,612	8,528	10,150	6,899	8,977	14,343	17,911	22,423	27,802	30,903	36,002	37,480	47,375	55,774	61,159
Type III w/ HSS	4000K/5000K Lumens	3,406	5,566	7,179	8,543	5,592	7,277	11,626	14,519	18,176	22,536	25,049	29,183	30,159	38,121	44,879	49,212
	BUG Rating	B0-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G3	B2-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
	Lumens per Watt	111	105	100	91	104	98	103	96	106	96	102	96	110	104	98	90
	3000K Lumens ¹	3,102	5,069	6,538	7,781	5,093	6,627	10,588	13,222	16,553	20,524	22,813	26,578	27,466	34,717	40,872	44,818
Type IV Wide	4000K/5000K Lumens	4,348	7,106	9,164	10,906	7,484	9,738	15,560	19,431	24,325	30,161	33,525	39,057	41,207	52,086	61,320	67,240
	BUG Rating	B1-U0-G2	B2-U0-G2	B2-U0-G2	B2-U0-G3	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5	B4-U0-G5
	Lumens per Watt	142	135	127	117	139	132	139	129	141	129	137	129	151	142	134	124
	3000K Lumens ¹	3,960	6,471	8,346	9,932	6,816	8,869	14,170	17,696	22,153	27,468	30,531	35,570	37,528	47,435	55,845	61,236
Type IV Wide w/ HSS	4000K/5000K Lumens	3,318	5,422	6,993	8,323	5,420	7,053	11,268	14,072	17,617	24,843	24,279	28,286	30,005	37,926	44,650	48,961
	BUG Rating	B0-U0-G1	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G2	B1-U0-G3	B1-U0-G3	B1-U0-G4	B2-U0-G4	B2-U0-G4	B2-U0-G5	B2-U0-G5	B3-U0-G5	B3-U0-G5	B3-U0-G5
	Lumens per Watt	108	103	97	89	100	95	100	93	102	106	99	93	110	104	98	90
	3000K Lumens ¹	3,022	4,938	6,369	7,580	4,936	6,423	10,262	12,816	16,044	19,892	22,111	25,760	27,326	34,540	40,664	44,589
Type V Square Wide	4000K/5000K Lumens	4,497	7,349	9,478	11,280	7,831	10,190	16,281	20,332	25,453	31,559	35,079	40,868	42,947	54,285	63,909	70,079
	BUG Rating	B3-U0-G1	B3-U0-G2	B4-U0-G2	B4-U0-G2	B3-U0-G2	B4-U0-G3	B4-U0-G3	B5-U0-G3	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5	B5-U0-G5
	Lumens per Watt	146	139	131	121	145	138	145	135	148	135	143	135	157	143	136	129
	3000K Lumens ¹	4,095	6,693	8,632	10,273	7,132	9,280	14,827	18,517	23,180	28,741	31,947	37,219	39,112	49,438	58,203	63,822

NOTES:

1. For 3000K or HSS BUG Ratings, refer to published IES files



Metropolitan St. Louis Sewer District

2350 Market Street
St. Louis, MO 63103
Phone 314.768.6200
www.stlmsd.com

APPROVAL DATE: 08/13/2024
MSD Reference No.: 24MSD-00261

Stock & Associates Consulting Engineers, Inc
Josh Barcus
257 Chesterfield Business Pkwy
Chesterfield, MO 63005

PROJECT NAME: Vehicle Storage Lot - 10088 Manchester Rd.

Site Address: 10088 MANCHESTER RD GLENDALE 63122

Plans for the above referenced project have been approved. Please log into
<https://aca-prod.accela.com/STLMSD/Default.aspx> to view / download approved plans.

Permits are not ready for pickup upon receipt of this letter. Please have the licensed and bonded drainlayer call to ensure permits have been generated and are ready for pickup before obtaining online or in person.

Permits will be required as follows:

2 Modify Structure Permit(s)

Prior to the issuance of the required permit(s) the following deposits must be paid and documents executed by the Project Developer:

- As-Built Deposit in the amount of \$0.00.
- Construction Deposit in the amount of \$0.00, and Construction Deposit Agreement.
- Lift Station Deposit in the amount of \$0.00.
- BMP Deposit in the amount of \$0.00, and BMP Construction Deposit Agreement.
- Conditional Deposit in the amount of \$0.00.

Please refer to Chapter 8 of the District's "Rules and Regulation and Engineering Design Requirements for Sanitary Sewage and Stormwater Drainage Facilities" for an explanation of these requirements. Questions regarding the deposits or agreement should be directed to Construction Management at 314-335-2072.

Construction Permitting General Information

1. Please log into <https://aca-prod.accela.com/STLMSD/Default.aspx> to view / download / obtain permits (if any).
2. Permits will only be issued to and paid for by a licensed and bonded drainlayers for all work related to sewer construction.
3. The Construction permit fee is \$195.00 and must be paid at the time of the issuance of permits. The Construction Inspection fee is \$5.80 per lineal foot of sanitary/combined sewer and \$4.20 per lineal foot of storm sewer.
4. The House Connection Permit and Misc. MSD Inspection fees are \$75.00 for each connection or point of inspection.
5. All fees must be paid prior to issuance of the permits. Please refer to Chapter 10 of the District's "Rules and Regulations and Engineering Design Requirements for Sanitary Sewage and Stormwater Drainage Facilities" for additional information regarding the Construction Permits.
6. Questions regarding Permits should be directed to the Permit Section at 314-768-6272.
7. The approved plans will remain active for one year. If permits have not been applied for within the year a new set of plans will have to be submitted for approval.

NOTE:

1. THIS APPROVAL IS SUBJECT TO STATE HIGHWAY REGULATIONS AND U.S. ARMY CORPS OF ENGINEERS REQUIREMENTS WHERE APPLICABLE.
2. If MSD Permits are required, no occupancy permits are to be issued until MSD grants construction approval on this work.

John C. Grimm, P.E.

Program Manager - Development Review

AN ORDINANCE AUTHORIZING THE ISSUANCE OF A MODIFIED SPECIAL USE PERMIT TO MERLO AUTOMOTIVE GROUP, INC. FOR THE EXPANSION OF A NEW CAR SALES DEALERSHIP AND USED CAR SALES AGENCY IN CONJUNCTION THEREWITH AT 10070 MANCHESTER ROAD AND A REPAIR GARAGE AND OFFICE SPACE AT 10058 MANCHESTER ROAD AND A VEHICLE STORAGE LOT AT 10088 MANCHESTER ROAD

WHEREAS, the City of Glendale has, by Chapter 400 of the Municipal Code, divided the city into districts and established regulations governing the use of land and the location of buildings therein, and

WHEREAS, Section 400.420 of Chapter 400 of the Municipal Code of the City of Glendale, Missouri, provides that the Board of Aldermen by Special Use Permit, may authorize the location and operation of a new and used car dealership and in conjunction therewith a repair garage, and an outdoor new and used car sales and display lot within the C-2 Commercial District of the City; and

WHEREAS, Chrysler Corporation (formerly referred to as Chrysler Motors Corporation) was previously issued a Special Use Permit by ordinance No. 1359, and as amended by Ordinance Nos. 1442, 1473, 6-79 and 5-88, for the location of a New Car Dealership, Repair Shop, Body and Paint Shop and used Car Sales Lot in the C-2 Commercial District and storage in the S-1 District on the property located at 10070 Manchester as more fully described below; and

WHEREAS, Merlo Automotive Group, Inc., a wholly owned subsidiary of the Chrysler Corporation, was previously sold to H. Carlo Merlo and Shirley A. Merlo and the special use permit for 10070 Manchester Road, as amended from time to time, was transferred to the new ownership; and

WHEREAS, Merlo Automotive Group, Inc., previously applied for and was issued a special use permit by Ordinance Number 07-14 for a repair and body shop located at 10058 Manchester Road; and

WHEREAS, Merlo Automotive Group, Inc., currently operates a new and used car dealership and a repair shop located at 10070 and 10058 Manchester Road under special use permits pursuant to Ordinance Number 16-23; and.

WHEREAS, Merlo Automotive Group, Inc. has filed an application for a modification to its existing special use permits to allow for the construction of a vehicle storage lot upon a 0.757 +/-

acre parcel located at 10088 Manchester Road to the west of and adjacent to its existing dealership;
and

WHEREAS, the application for a modified special use permit for 10058, 10070 and 10088 Manchester Road was referred to the City Plan Commission for review, and, at its November 13, 2024 meeting, the City Plan Commission issued its recommendation to approve the issuance of the proposed modified special use permit subject to conditions;

WHEREAS, the Board of Aldermen called a Public Hearing on such proposed modified special use permit for the 18th day of November, 2024, and a notice of such Public Hearing was published on the City's website on November 1, 2024, published on October 26, 2024, in the St. Louis Countian, a newspaper of general circulation in the City of Glendale, and copies of such notice were mailed via First Class Mail to all property owners shown by the City's tax records within three hundred (300) feet of the boundaries of the subject property;

WHEREAS, a Public Hearing was held before the Board of Aldermen of the City of Glendale on November 18, 2024, at 7:00 P.M. with respect to this application.

WHEREAS, the Board of Aldermen of the City, after due and careful deliberation, has concluded that the issuance of said modified special use permit would meet the requirements of the Zoning Code of the City of Glendale, Missouri and would not: (a) substantially increase traffic hazards or congestion; (b) substantially increase fire hazards; (c) adversely affect the character of the neighborhood; (d) adversely affect the general welfare of the community; or (e) overtax public utilities.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF GLENDALE, MISSOURI, AS FOLLOWS:

SECTION ONE:

The Board of Aldermen of the City of Glendale, after due and careful deliberation, does hereby conclude that the issuance of an amended special use permit for Merlo Automotive Group, Inc. ("Permitee") for the use of the premises at 10058, 10070 and 10088 Manchester Road, for purposes of operating a new car dealership and in conjunction therewith a repair shop, new and used car sales and display lot, vehicle storage, and a car wash for use solely by the dealership, subject to compliance with the conditions set forth in Section Three below, meets the requirements of the Zoning Code of the City of Glendale, Missouri and would not (a) substantially increase traffic hazards or congestions; (b) substantially increase fire hazards; (c) adversely affect the character of the neighborhood; (d) adversely affect the general welfare of the community; or (e) overtax public utilities.

SECTION TWO:

Subject to the conditions hereinafter provided, the Special Use Permit issued by Ordinance Number 16-23 is hereby voided and reissued in amended form to Permittee, and such corporation is authorized to continue to operate a new car dealership and in conjunction therewith, a repair shop and new and used car sales and display lot, vehicle storage and a car wash for use solely by the dealership on the following terms and conditions at 10058, 10070 and 10088 Manchester Road:

- (A) To continue to locate and operate a new car dealership and in conjunction therewith a repair shop, new and used car sales and display lot, office space, and in connection with the operation of such dealership to construct a 70' x 74' addition to its facility to house the dealership's expanded service and repair operations, a new 50' x 75' car wash, and a new 7' Bufftech Galveston style fence in Sierra Blend color, pursuant to the detailed final development plan as submitted to the City for 10070 and 10058 Manchester Road, Glendale, Missouri 63122 stamped as "Received" by the City on August 17, 2023, and to construct a vehicle storage lot upon the 0.757 +/- acre parcel at 10088 Manchester Road pursuant to the vehicle storage lot improvement plans as submitted to the City for 10088 Manchester Road, Glendale, Missouri 63122 stamped as "Received" by the City on _____, 2024.

SECTION THREE:

The Special Use Permit herein granted shall be conditioned upon and shall become and remain in force and effect only under the following terms and conditions:

- (A) The special use permit granted herein shall run to Permittee and said special use permit may not be transferred or assigned to any subsequent owner or tenant of said premises without the express approval of the Board of Aldermen of the City of Glendale, which approval shall not be unreasonably withheld. No such transfer will be approved, however, unless it is to a new car agency enfranchised by the manufacturer of such cars for the operation of a new car agency.
- (B) The used car business and repair shop, as authorized herein, in conjunction with said enfranchised new car dealership, shall, at all times be owned, operated, and managed by the person, firm or corporation operating said new car dealership.
- (C) No signs of any nature shall be erected or installed on the subject property except in compliance with Chapter 530 of the Glendale City Code, unless specifically authorized by variance under 530.120 of the Glendale City Code.

- (D) All lights not necessary for reasonable security lighting of the area shall be extinguished no later than the hour of 10:00 p.m. official local time and shall not be relighted until the following daylight hours. Any addition, removal, or replacement of exterior light fixtures on the subject property shall require approval by the City of Glendale Building Commissioner to ensure that such change will not adversely impact adjoining properties.
- (E) Any public address system on the exterior portion of any of the buildings on the dealership premises shall not be directed toward any of the abutting residential property to the south and shall not be used to transmit or broadcast music. The public address system shall only be used for the purpose of calling employees and/or other people on the dealership premises.
- (F) The south 75 feet of the eastern 418 feet of 10070 Manchester shall be an undeveloped greenspace buffer zone. Said buffer zone shall be professionally landscaped with trees, bushes, and shrubs to provide significant visual screening of the dealership from the residential properties to the south.

Permittee shall maintain the grass, plants, and trees in the buffer zone. Maintenance includes, but is not limited to, regular mowing, mulching, dead-wooding of trees, and removing or replacing invasive, diseased, dying, or dead plants and trees as needed. Removal and replacement of trees in the buffer zone requires approval of the Building Commissioner or his or her designee. Selection of replacement trees shall consider factors such as visual screening effectiveness, maximum height, suitability to local climate and soil conditions, and a good faith effort of replacing lost caliper inches in aggregate where suitable as determined by the Building Commissioner.

- (G) In addition to regular landscape maintenance of the existing plants and trees in the buffer zone, Permittee shall install the following trees in the locations identified on the site plan stamped as "Received" by the City on August 17, 2023: two (2) 2.5" caliper red oaks, two (2) 2.5" caliper red maples, two (2) 2.5" caliper valley forge elms, eleven (11) 8' tall white pines, and fifteen (15) 8' tall green giant arborvitaes.

No storage of materials or parking of vehicles is allowed in the buffer zone. Permittee shall take steps to restrict vehicle access to the buffer zone to prevent vehicles from being parked in the greenspace.

Permittee will ensure that the buffer zone remains generally free of trash and other debris material.

- (G) Within 180 days of the issuance of the special use permit issued under Ordinance 16-23, Permittee was required to install and shall continue to be obligated to maintain in good repair a 7' tall Bufftech Galveston style fence, Sierra Blend in color along the eastern 418 feet of the southern boundary line of the 10070 Manchester property. Permittee shall install industrial grade weed block material and gravel between the new Bufftech fence and the property owners' fences immediately adjacent to the Bufftech fence.
- (H) Permittee shall maintain in good repair a 6' solid privacy fence along or near the west 250 feet of the south property line and the west property line of Permittee's property adjacent to Glendale Gardens.
- (I) Permittee is authorized to install a car wash for use by Permittee's employees when servicing vehicles or preparing a vehicle for sale. The car wash is prohibited from installing blowers or mechanical dryers and shall use no announcing or automated voice system. Non-employees, customers, and prospective customers are prohibited from using the car wash. The automated and non-automated car wash bays shall only be operated with their car wash bay doors closed. The automated car wash bay shall be programmed only to function while both automated garage doors are closed. The car wash shall be operated in compliance with the applicable St. Louis County Noise Ordinance at all times. The hours of operation of the automated car wash bay shall be restricted to Monday through Saturday and no earlier than 7:00 a.m. and no later than 8:00 p.m., official local time.
- (J) No body shop or paint shop work may be performed within service bays located on 10058 or 10070 Manchester Road. Other than the services outlined as prohibited by this section, the services that are permitted to take place within the service bays at 10058 and 10070 Manchester Road are those services that are commonly performed in a general automotive repair garage, including electric vehicle services. No automobile service shall be performed on the vehicle storage lot at 10088 Manchester Road.
- (K) Except for those vehicles awaiting immediate repair on the premises, no wrecked, damaged, or inoperable vehicles shall be stored on the subject property.
- (L) All car repair and garage work must be performed within the buildings designated for car repairs on the subject properties as identified on the approved site plan stamped as "Received" by the City on August 17, 2023.

- (M) The new and used vehicles displayed on said premises shall be stored or parked in neat and regular lines or aisles with painted/striped stalls in a manner that complies with applicable building and fire codes. Vehicles stored on the vehicle storage lot shall be parked in the designated parking spaces as set out in the vehicle storage lot improvement plans as submitted to the City for 10088 Manchester Road, Glendale, Missouri 63122 stamped as “Received” by the City on _____, 2024. All striping of the vehicle display areas along Manchester Road and customer and service bay parking areas on the property were required to be repainted/restriped within 180 days of the issuance of the special use permit issued under Ordinance 16-23 and shall periodically be repainted/restriped to be clear and visible. All striping of the vehicle storage areas upon the property at 10070 Manchester Road shall be repainted/restriped within the latter of 60 days after completion of the MSD sewer project being constructed upon the property or May 31, 2025. The vehicle storage area at 10088 Manchester Road shall be striped and painted in accordance with the vehicle storage lot improvement plans as submitted to the City for 10088 Manchester Road, Glendale, Missouri 63122 stamped as “Received” by the City on _____, 2024, within thirty days of the lot being paved, and such lot shall not be used for storage of vehicles after it is paved until the parking spaces have been properly painted and striped.
- (N) Customer Parking shall be provided for auto sales at a rate of three and one-third spaces for every 1,000 square feet of gross floor area utilized for sales and showroom.
- (O) Service bay parking shall be provided at a rate of 2 spaces for every 1 service bay.
- (P) All fire lane locations, markings, bollards, and signage shall be provided, maintained, and enforced as required by the Glendale Fire Department. No parking shall be allowed within designated fire lanes. Plans shall be provided to the Glendale Fire Department for review and approval indicating the fire lane to be striped and demonstrating the ability of the Glendale Fire Department apparatus to navigate around the primary building at 10070 Manchester after the building additions are constructed. Said plans must be received and implemented prior to the issuance of final occupancy permits for the car wash and service bay additions.
- (Q) For the purposes of supplementing real-time security and assisting the Glendale Police Department in protecting the dealership and community, Permittee shall provide for the installation and ongoing cost of license plate reader cameras in locations and numbers mutually agreed upon with the Chief of Police and Building Commissioner.

- (R) All refuse, trash, and any other items being temporarily stored pending disposal or disposed of will be stored in covered containers suitably screened. Dumpsters must be at least 5 feet from any building and not block any egress point or fire lane.
- (S) The existing primary structure at 10070 Manchester may be remodeled and expanded in accordance with the drawings submitted to the City of Glendale as the final development plan stamped as “Received” by the City on August 17, 2023, which drawings are incorporated herein by reference.
- (T) Approval of the final development plan for 10070 Manchester and the improvement plans for 10088 Manchester Road are contingent upon approval of plans by St. Louis Metropolitan Sewer District (MSD). Documentation of said approval shall be provided to the Building Commissioner.
- (U) Any future proposed buildings or change in the buildings shown on the attached drawings or their use requires approval of an amended Special Use Permit.
- (V) All conditions set forth in Section Three shall be subject to periodic compliance reviews by the City, and breaches of this Special Use Permit addressed in the manner outlined in Section Four. The Building Commissioner or his designee is authorized to inspect the outdoor areas of Glendale Chrysler at any time.

SECTION FOUR:

This Special Use Permit shall remain in full force and effect so long as Permittee shall comply with all the terms and conditions thereof. In the event that Permittee shall breach any of these conditions, Permittee shall be given a written notice of such breach by the City of Glendale, delivered to any person in charge of the office of Permittee. If such condition is not corrected within a reasonable time and in any event within thirty (30) days of the delivery of such notice, it is agreed that the City of Glendale shall have the right to close down the operations, under the Special Permit, until such time as Permittee shall comply with all terms and conditions of said permit or permits.

SECTION FIVE:

The permit issued hereby shall become effective and be in full force at such time as the City of Glendale has received an acknowledgement from Permittee accepting the terms of this ordinance.

SECTION SIX:

This Ordinance shall be effective immediately on its passage and approval.

This Ordinance passed and approved this 2nd day of December, 2024.

Michael A. Wilcox
Mayor

ATTEST:

Frank Johnson
City Administrator/City Clerk

AN ORDINANCE AMENDING SECTIONS 400.010, 400.140 AND 400.190 OF THE MUNICIPAL CODE OF ORDINANCES OF THE CITY OF GLENDALE, MISSOURI, REGARDING CHANGES IN DEFINITIONS IN THE ZONING CODE RELATED TO THE CITY'S REVISED ARCHITECTURAL REVIEW GUIDELINES AND AMENDMENTS TO THE R-1 AND R-2 AREA REGULATIONS

WHEREAS, the Architectural Review Board has established Guidelines which have been reviewed and approved by the Board of Aldermen of the City of Glendale, Missouri; and

WHEREAS, the Architectural Review Board, the Board of Aldermen and City staff have worked together to established revised Architectural Review Guidelines to be used by the Architectural Review Board for its review and approval of proposed new construction and substantive additions to buildings within the City, and, as part of the preparation of the revised Guidelines, the Architectural Review Board recommends amendment of certain defined terms and amendment to certain requirements in the City's Zoning Code to ensure consistency; and

WHEREAS, the proposed amended definitions in the revised Architectural Review Guidelines include words, terms and phrases that are included in the definitions found in Section 400.010 of the zoning provisions of the Municipal Code, and the City deems it appropriate to amend such definitions in the City's zoning code as well as in the Architectural Review Guidelines to ensure uniformity; and

WHEREAS, the proposed amended definitions and proposed amendments to the area regulations in the R-1 and R-2 zoning districts stated below were reviewed and recommended for approval by the City's Planning Commission at its meeting on October 9, 2024, a public hearing for the proposed amendment to Sections 400.010, 400.140, and 400.190 was properly noticed and conducted at the Board of Aldermen meeting on October 21, 2024, and the Board of Alderman has determined that the proposed amendments to Sections 400.010, 400.140 and 400.190 of the Municipal Code are in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF GLENDALE, MISSOURI, AS FOLLOWS:

SECTION ONE. Section 400.010 of the Glendale Municipal Code shall be amended by adding certain new definitions as follows:

Section 400.010 Definitions.

BALCONY: A platform enclosed by a parapet or a railing projecting from a wall or a building.

COVERAGE, LOT: The percentage of lot area covered by all buildings, structures on the lot (footprint) divided by the lot area. Buildings include any structure or part of a structure covered by a roof including, but not limited to, residences, unenclosed porches, garages, gazebos, sheds, breezeways, carports, etc. An area not to exceed 300 square feet of an unenclosed front porch shall be deducted from the lot area coverage. The area of lot coverage is calculated from the constructed footprint at grade of all buildings.

EAVE HEIGHT / ROOF PLATE HEIGHT: The height of the eave of the roof or the roof plate

measured from the Grade Plane / Average Grade Elevation for the structure.

FLOOR AREA, ADJUSTED GROSS: The total described by the sum of the horizontal plane of the floors of a building at each floor measured to the exterior walls of a building or structure and adjusted as follows:

- a. All living space with ceiling heights of sixteen (16) feet or greater shall be counted at two hundred percent (200%).
- b. Basements as defined herein, including garages located below the first floor of a single-family home shall not be counted.
- c. Unenclosed porches, terraces and steps shall not be counted.
- d. Detached garages shall not be counted, but any conditioned space above a detached garage shall be counted.
- e. The floor area of all other attached garages shall be counted at fifty percent (50%).
- f. The conditioned portion of a half-story shall be counted. For purposes of computing floor area for a half story, any portion of the floor area measuring less than five (5) feet from the finished floor to the finished ceiling (such as spaces enclosed in a roof attic) shall not be included in the computation of floor area.

STRUCTURAL ALTERATIONS: Any change in the supporting members of a building, such as bearing walls or partitions, columns, beams or girders, or any substantial change in the roof or in the exterior walls.

SECTION TWO. Section 400.010 of the Glendale Municipal Code shall further be amended by amending the following definitions:

Section 400.010 Definitions.

BASEMENT: A story partly underground but having at least one half (1/2) of its height below the average level of the adjoining ground. A basement shall be counted as a story for the purposes of height measurement if the vertical distance between the ceiling and the average level of the adjoining ground is more than five (5) feet.

BUILDING, HEIGHT OF: The vertical distance measured from the Average Grade Elevation of the proposed finished grade (the Grade Plane) to the highest ridgeline height for pitched roofs, the highest coping height for flat roofs, or the highest deck line for mansard roofs, as defined and illustrated in Chapter 5 of the Architectural Review Guidelines. This measurement shall include flat, mansard, gable, hip and gambrel roofs, and all other architectural features of the building. The ordinary elevation of chimneys and flues may extend above the allowed building height, as regulated by the Building Code.

FLOOR AREA: The horizontal area of a floor of a building measured from the exterior face of exterior walls of building, without deduction for hallways, closets, thickness of walls, columns, or other features.

FLOOR AREA RATIO (F.A.R): The total Gross Floor Area of the building determined by adding the Adjusted Gross Floor Area for each of the stories including second floor areas open to

the floor below and 50% of the attached garage, divided by the total lot area. Floor area for the first and full second floor shall be measured from the exterior of the building. See Chapter 5 of the Architectural Review Guidelines for more detailed description of F.A.R. calculation and proofs of measure requirements.

GRADE PLANE / AVERAGE GRADE ELEVATION: The Grade Plane / Average Grade Elevation (AGE) is calculated by recording the grade elevation at points 6' away from the building using the building corners and the midpoints of the side yard facades for reference, adding such elevations together and dividing by six $((A1+A2+A3+A4+A5+A6) \div 6 = \text{Grade Plane / Average Grade Elevation})$.

STORY, HALF: A space under a sloping roof which has the line of intersection of roof decking and wall face not more than five (5) feet above the top floor level, and in which space not more than two-thirds ($\frac{2}{3}$) of the floor area is finished off for use. The portion of a "half-story" containing any conditioned space shall be counted in the calculation of adjusted gross floor area.

SECTION THREE. Section 400.140 of the Glendale Municipal Code shall be repealed in its entirety and a new Section 400.140 establishing area regulations for the R-1 Zoning District shall be adopted to read as follows (new language underlined):

Section 400.140 Area Regulations.

A. Front Yard.

1. Except as provided in Section 400.070 there shall be a front yard having a depth of not less than thirty-five (35) feet.
2. Where a lot has double frontage, the required front yard shall be provided on both streets.
3. Where a lot is located at the intersection of two (2) or more streets, there shall be a front yard on each street side of such corner lot; except, that the width shall be not less than ninety-five (95) feet and the buildable width shall not be less than fifty (50) feet.
4. When the owner of a lot of record located at the intersection of two (2) streets requests to construct a main building, or construct an addition to an existing main building on a lot of record, the building line for such main building or addition shall be established on the side street from the side property line by calculating twenty-five percent (25%) of the front lot line width; but in no case shall this building line be less than twelve (12) feet from the side property line. The front building line for an interior lot of record shall be established as the average of the front building lines of the two (2) main buildings on either side of the lot of record under consideration; however, if building lines are delineated on the side street of a subdivision plat of record, such lines shall be the prevailing and required building lines.

B. Side Yard.

1. Except as provided in Section 400.070, there shall be a side yard on each side of a building having a width of not less than ten (10) feet.
2. The side yard on each side of a building on a lot of record which is less than one hundred (100) feet in width, shall have a side yard of ten percent (10%) of the width of the lot at the building line, but shall not be less than six (6) feet.

C. Rear Yard. Except as provided in Section 400.070, there shall be a rear yard having a depth of not less than thirty (30) feet.

D. Intensity Of Use Of Lot. Every lot shall have an area of not less than ten thousand (10,000) square feet and a minimum width of eighty (80) feet; except, that if a lot of record has less area than herein required, that lot may be used only for a single-family dwelling.

E. Floor Area Ratio. On all lots zoned R-1, the floor area of residential dwellings shall not exceed a floor area ratio (F.A.R.), as defined in Section 400.010 of the Zoning Regulations, of 0.30, except when an applicant can demonstrate that the subject property presents unique circumstances and the applicant has taken extraordinary design measures to ensure neighborhood compatibility.

F. Impervious Area. No more than 55 percent of the total lot may be covered by impervious material. No more than 45 percent of the required Front Yard Setback may be covered by impervious material.

SECTION FOUR. Section 400.190 of the Glendale Municipal Code shall be repealed in its entirety and a new Section 400.190 establishing area regulations for the R-2 Zoning District shall be adopted to read as follows (new language underlined):

Section 400.190 Area Regulations.

A. Front Yard.

1. Except as provided in Section 400.070, there shall be a front yard having a depth of not less than thirty (30) feet.

2. Where a lot has a double frontage, the required front yard shall be provided on both streets; except, that such provision shall not apply to frontages on Venneman Avenue running east and west between Sappington Road on the east and Venneman Avenue on the west, which shall be considered rear yard.

3. Where a lot is located at the intersection of two (2) or more streets, there shall be a front yard on each street side of a corner lot, except, that the width of such lot shall not be less than eighty (80) feet and that the buildable width of such lot shall not be reduced to less than forty (40) feet.

4. When the owner of a lot of record located at the intersection of two (2) streets requests to construct a main building, or construct an addition to an existing main building on a lot of record, the building line for such main building or addition shall be established on the side street from the side property line by calculating twenty-five percent (25%) of the front lot line width; but in no case shall this building line be less than twelve (12) feet from the side property line. The front building line for an interior lot of record shall be established as the average of the front building lines of the two (2) main buildings on either side of the lot of record under consideration; however, if building lines are delineated on the side street of a subdivision plat of record, such lines shall be the prevailing and required building lines.

B. Side Yard.

1. Except as provided in the following paragraph and in Section 400.070, there shall be a side yard on each side of a building having a width of not less than seven (7) feet.

2. The side yard on each side of a building on a lot of record having a width of sixty-five (65) feet

or less, shall have a width of not less than six (6) feet.

C. Rear Yard. Except as provided in Section 400.070, there shall be a rear yard having a depth of not less than thirty (30) feet.

D. Intensity Of Use Of Lot. Every lot shall have an area of not less than seven thousand five hundred (7,500) square feet, and a minimum width at the building line of sixty-five (65) feet; except, that if any lot of record which has less area than herein required that lot may be used for a permitted use.

E. Floor Area Ratio. On all lots zoned R-2, the floor area of residential dwellings shall not exceed a floor area ratio (F.A.R.), as defined in Section 400.010 of the Zoning Regulations, of 0.30, except when an applicant can demonstrate that the subject property presents unique circumstances and the applicant has taken extraordinary design measures to ensure neighborhood compatibility.

F. Impervious Area. No more than 55 percent of the total lot may be covered by impervious material. No more than 45 percent of the required Front Yard Setback may be covered by impervious material.

SECTION FIVE. It is hereby declared to be the intention of the Board of Aldermen that the sections, paragraphs, sentences, clauses, phrases and words of this ordinance are severable, and if any section, paragraph, sentence, clause, phrase or word(s) of this ordinance shall be declared unconstitutional or otherwise invalid, such unconstitutionality or invalidity shall not affect any of the remaining sections, paragraphs, sentences, clauses, phrases and words of this ordinance since the same would have been enacted by the Board of Aldermen without incorporation in the ordinance of any such unconstitutional or invalid portion of this ordinance.

SECTION SIX. This Ordinance shall be in full force and effect from and after its passage by the Board of Aldermen and approval by the Mayor.

Read two times and finally passed by the Board of Aldermen of the City of Glendale, Missouri, this __ day of November, 2024.

Michael A. Wilcox
Mayor, City of Glendale

ATTEST:

Frank Johnson
City Administrator/City Clerk

Glendale Architectural Review Board

Neighborhood Design Guidelines

Executive Summary

The City of Glendale has always prided itself in offering high quality housing opportunities. The Architectural Review Board is charged with improving the architectural integrity of housing in the community by assuring compatibility of new and renovated homes with existing neighborhoods and ensuring that proposed designs preserve the order, function, green space, and beauty of our streets.

Our community is home to a wide variety of architectural styles. There are homes of varying size and scale, blended within Glendale's streets and blocks and most manage to co-exist harmoniously. There are definite patterns of public and private space in the city's streets and yards, and patterns of land use for walking, driving, and parking, for play and for social life. The most important characteristics of a successful design will include:

- Respect for the patterns of Neighborhood Qualities as they are recognized at each project site.
- Preservation of the great qualities of Glendale streetscape.
- Considerate planning of a home's functions on the site, including drives and parking, organization of public and private family spaces, pedestrian movement, and creating welcoming entries that are easy to access.
- Good management of stormwater, utilities, and respect for the lay of the land as a site connects to streets and neighboring home sites.
- Good stewardship and development of land, lawn, and landscape assets.
- Architecture is developed with integrity of expression, where the whole and the parts of the design work together to create a unified home presented to the street and to neighbors on all sides.
- Sensible use of quality building materials.

The review of a project will consider issues of Context and Scale that are relevant to the specific location of the project site. This includes understanding the Neighborhood Qualities of the project location, and the relative size of the project with respect to its existing neighbors. Assessing a good fit with neighborhood Context and Scale will involve both subjective judgments and objective measurements. Criteria that the Board considers are further detailed in **Sections 2 and 3**.

Performance requirements are reviewed by the Board evaluating the Site Design, the Landscape Design, and the Architectural Design of a proposed project. Criteria used by the Board in determining approval are outlined in **Sections 4, 5, and 6**. The guidelines presented in these sections will help applicants and their architects, engineers, and builders to prepare a design that is compliant with relevant standards, best practices, and neighborhood concerns.

The purpose of these enclosed documents is to give guidance to parties that want to present proposals to build in Glendale. We welcome homeowners and builders who want to create a better Glendale, preserving great qualities and enhancing our neighborhoods with creative ideas for living. We are excited to see each and every proposal from our current and future neighbors!

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Section 1 – Submittal Procedures and Requirements

Applications to the Architectural Review Board (ARB) shall be submitted to the City Administrator. Applications for new construction projects shall include all of the following content. Applications for additions to existing homes shall include the following content unless specific requirements are shown by the applicant to not be applicable to the proposed project and are modified or waived by the City Administrator.

1A – Procedure Outline

1. The applicant submits a complete application to the City Hall Administration Office 21 calendar days in advance of the next scheduled ARB meeting, as defined in Sections 535.060 and 535.070 of the municipal code (viewable online here: <https://ecode360.com/29355791>). The applicant may also request a pre-application meeting with the City Administrator.
2. The applicant will be notified by the City Administrator or the Deputy Clerk if their application is accepted and the scheduled date for the ARB meeting. The applicant’s designated representative must appear at the ARB meeting. Failure to appear will result in being removed from the ARB’s meeting agenda. If the application is missing required information or submittals, additional application materials must be submitted 7 days in advance of a scheduled ARB meeting, or the application will be delayed.
3. At the meeting, the ARB may ask questions of the applicant and/or its representative and will discuss its observations regarding the strengths or weaknesses of the proposed design.
4. Following review and discussion, the ARB will:
 - a. Approve the application with no comments.
 - b. Approve the application with conditions set by the ARB for compliance.
 - c. Postpone approval of an application with recommendations for improvement of unsatisfactory design conditions. The applicant may then revise its design and schedule the revised application for the next ARB meeting. The ARB will review the changes implemented by the applicant and make a motion to approve or deny the application.
 - d. Deny the application as inappropriate for the Glendale community. If an application is denied, the applicant must wait at least one year before re-submitting the same or substantially similar application.
5. The applicant may appeal decisions by the ARB according to the procedures defined in Sections 535.130 and 535.140 of the Municipal Code.
6. Having been granted municipal approval by the ARB and the City Administrator, the applicant may proceed with the building permit approvals process facilitated by the St. Louis County Building Department.

1B – Definitions

This document references various terms that are more fully defined in “Appendix A – Architectural and Landscape Definitions”, which is available on the City’s website at <https://www.glendalemo.org>. For Zoning definitions, see Section 400.010 of the City’s Municipal Code, which is available at <https://ecode360.com/GL3308>.

1C – Submittal Requirements

1. Completed Application Form
2. Existing Conditions Site Survey (1" = 20' minimum scale)
 - a. Show all existing site conditions, buildings, paved areas, trees and landscaping, and servicing utilities on the subject property. Note the first-floor elevation of existing buildings.
3. Site Demolition Plan (1" = 20' minimum scale)
 - a. This may be incorporated into the Existing Conditions Plan, if the drawing is presented legibly.
4. Architectural Floor Plans (1/4" = 1' minimum scale)
 - a. Limit reduced size exhibits to not more than 50 percent.
 - b. Show all levels (including finished/unfinished basements) and detached structures (such as garages).
 - c. Fully dimensioned and all room functions indicated, but need not be construction plans.
 - d. Include a Roof Plan, accurately showing geometry, roof slopes, and gutter and downspout drainage, and coordinate with the Site Grading and Drainage Plan.
5. Proposed Site Plan – Geometrics, Grading, and Drainage (1" = 10' minimum scale)
 - a. Half size reductions are not permitted. The drawing should legibly convey all aspects of the site plan.
 - b. Show all site improvements, existing-to-remain and proposed. Include buildings, walls, retaining walls, patios, pavement, walks, and ground-based equipment. Provide key setting out dimensions. Dimension proposed buildings and structures to the property lines. Label materials for paving/walks.
 - c. Show adjacent neighbor properties to each side and rear of the subject property. Include the full site for side adjoining parcels. Show rear adjoining parcels to the extent of building facades on the rear neighbor's lot. Adjoining property geometrics do not need to be surveyed and can be created using St. Louis County GIS data or other online mapping tools.
 - d. Show property boundaries, set back lines, easements, and right-of-way lines.
 - e. Show location of proposed site servicing utility lines and physical utility items.
 - f. Graphically show existing and proposed trees.
 - g. Show existing and proposed contours with a 1' contour interval.
 - h. Show downspout locations serving roof areas of the proposed buildings. Show how downspout drainage flow is collected and piped/conveyed to discharge points. Include over-land drainage discharge patterns, drainage swales, detention basins, and flow direction. Coordinate with the architectural plans and elevations.
 - i. Show drainage detention structures such as gravel pits, trench drains, flow well structures, etc. and their overflow discharge points. Show all piping into drainage detention structures.
 - j. Provide complete drainage differential discharge calculations showing the engineered basis of pre- and post-development stormwater flow off of the site. No development shall result in an increase of stormwater discharge volume from the site.
 - k. Show Erosion Control measures and tree protection barriers.
 - l. Items "h" through "k" above may be presented as a separate Grading and Drainage Plan, provided that the Site Geometrics Plan graphics are used as a background.

6. Pervious and Impervious Area Coverage Plan

- a. Illustrate all impervious improvements and diagram the impervious areas in comparison to pervious areas. Indicate types of site area coverage by shading and/or patterns with a legend of materials.
- b. Measure and show in a schedule areas of each type of coverage. Provide calculations of pervious and impervious areas and the ratio of impervious coverage.

7. Landscape Design Submittal Requirements

To be considered for approval, all projects must have the following components to satisfy the landscape design requirement:

a. Arborist Report

- i. Title Page – site address, arborist name and certification number, date of inspection.
- ii. Tree Protection Plan (TPP)
 1. Project title or name, owner name, and firm name or individual preparing the plan.
 2. North arrow, graphic and written scale.
 3. Scaled base plan using current information from the site development plan depicting line of disturbance, existing and proposed grades, location of all improvements, existing/proposed utilities, and sewers.
 4. Graphic depiction of all existing trees to remain and to be removed including location, types and Diameter Breast Height (DBH) size of 6" or greater.
 5. Graphic depiction of the accurate drip line canopy showing the extent of the Critical Root Zones (CRZ) and Structural Root Zones (SRZ).
 6. Graphic depiction of the proposed Tree Protection Zones (TPZ) and location of tree protection fencing.
 7. Identification of any areas of invasive plant removals recommended for removal.
- iii. Tree Report Summary
 1. Common and Scientific name of the tree and DBH at 4.5' above grade.
 2. Comments on the vitality, structure, and form of the tree.
 3. Tree number (to correspond with the TPP).
 4. Assessment of value/significance and recommended action to be taken.
 5. Reason for proposing removal or trimming of tree.

b. Landscape Plan (1/8" = 1' minimum scale)

- i. Use the Site Geometric Plan as the background for the Landscape Plan.
- ii. Title block – project title or name, owner name, name of firm or individual preparing plan.
- iii. Landscape Planting Plan
 1. Current information from the site development plan, including existing and proposed grades and final arrangements of all buildings and structures.
 2. Location of all lot lines, building setbacks, and easements as depicted on the site development plan.
 3. North arrow, graphic and written scale.
 4. Graphic legend depicting existing vegetation and proposed conditions.
 5. Location of all improvements such as walks, patios, driveways, and walls.
 6. Location of all existing and proposed utilities and sewers.
 7. Graphic depiction of all existing trees including location, types and caliper inch as measured at a DBH of 4.5' above grade.

8. Graphic depiction of the accurate drip line canopy showing the CRZ.
 9. Tabulation of all existing trees to be saved or preserved, removed, or impacted.
 10. Graphic depiction, plant schedule, and planting details of all proposed trees, landscape plantings, shrubs, lawn areas, and groundcovers. Botanical and common names should be listed on plans.
 11. Graphic depiction indicating limits of ground disturbance and all associated areas of lawn to be seeded or sodded upon project completion.
8. FAR Illustration Plan (1/8" = 1' minimum scale)
- a. Present a diagrammatic illustration of the plan areas as measured in CAD-based takeoff or as calculated by dimensions. Note the measured or calculated area of each floor plan level, show the boundary of each measured area graphically, and indicate how each area is assessed for FAR.
 - b. Account for all floor areas and classify as defined by the Zoning Code (i.e. conditioned space, enclosed porches, attached or detached garage, two-story living space, etc.).
9. Color Photos of Adjoining Properties
- a. Color photos of existing and neighboring properties. Include rear yard and neighboring rear yards.
10. Aerial Photo Plan
- a. Submit an illustration compositing the proposed development with buildings shaded black and pavements shaded grey, superimposed to scale onto an aerial photo image showing the project Street in its entirety.
11. Composite Street Elevation
- a. Provide a colored elevation of the street façade at ¼"=1' scale superimposed on a photographic montage showing the adjoining neighbors to each side of the property. The exhibit must accurately depict the height, width, materials, style, roof slopes, and massing of the proposed design in relation to the neighboring houses and accurately show the relationship of the first-floor level of each existing neighbor in comparison to the proposed first-floor level of the design.
 - b. The ARB may request a three-dimensional perspective rendering on a case-by-case basis.
12. Building Elevations
- a. Minimum scale ¼"=1'. Reduced size exhibits shall be limited to not more than 50 percent.
 - b. Provide building elevations of all principal facades, and all facades of detached structures.
 - c. All building materials shall be noted.
 - d. The line of grade shall be accurately shown and coordinated with the Grading Plan.
 - e. Graphically indicate on the elevation drawings the "Grade Plane" or Average Grade Elevation as defined in Section 5 of these guidelines. Note basements as a Story Below Grade or a Building Story based on the Average Grade Line.
 - f. Dimension the roof height on each elevation, from the Average Grade Elevation (Grade Plane) to the Roof Height, as defined in Section 3 of these guidelines.
13. Colored Illustration
- a. A 3-dimensional rendering or a colored building elevation of the principal street façade.
 - b. For additions, illustrate the most prominent façade whether side or rear.
14. Materials and Samples
- a. The applicant is required to bring physical samples of the building materials to the ARB meeting.

Section 2 – Defining Context

Each application submitted to the ARB will be reviewed within the Context of the neighborhood within which it is located. Understanding how a neighborhood is identified, recognizing its patterns of planning and design, and working within these patterns are keys to neighborhood conservation and the preservation of the high quality of our community.

2A – Understanding the Neighborhood

A neighborhood is a place with a particular character and boundary. It is given presence by the specific characteristics of streets, trees, sidewalks, driveways, front yards, house setbacks, massing, scale, and street configurations. From place to place in Glendale, there is rich diversity in these neighborhood qualities.

A neighborhood may not be definable by boundaries on a map. However, by examining the Glendale map, the patterns of land use, organization, lot size, and lot geometry offer some clues about the Neighborhood Qualities that define the Glendale community. For example, concentrations of narrow lots on orderly rectangular street grids can be observed in the neighborhoods West and East of Sappington Road while larger and more varied lot sizes and a less rigid street grid characterizes the neighborhoods East and West of Berry Road. The width of these lots has important implications on land use, arrangement of driveways, neighborhood parking patterns, the preservation of front yard space, etc.

Several neighborhoods are anchored by prominent institutions that command an identity by association, such as the Lutheran and Methodist churches and North Glendale Elementary School on Sappington Road, and the churches anchoring the Southwest corner of Glendale at Berry Road and Lockwood Avenue. These large buildings interrupt the suburban scale of street spaces and offer public access to outdoor spaces that enhance and enrich Glendale neighborhoods. The commercial and civic character of Sappington Road, a main connector street, is unmistakable, hosting City Hall, the Police and Fire Departments, churches, a school, and retail businesses.

By contrast, Berry Road has a different and more domestic character, even though it is a major connector like Sappington Road, offering the community its main access to Interstate 44. The northern edge of Glendale supports commercial development fronting Manchester Road, a busy arterial commercial street linking many communities from east to west. The Southern edge is defined by West Lockwood Avenue and primarily features golf course frontage and a community center with a park, offering recreation and a biking lane. Meanwhile, the organic irregularity of Shady Grove Creek winds through Glendale's mid-section creating a natural corridor supporting wildlife and creating many irregular and unique home environments that are almost rural in character.

Despite these understandable patterns of municipal organization, the qualities that are most useful for understanding neighborhood conservation are probably best understood by observing the immediate surroundings of the Block and the Street. This is the walkable scale at which a resident might know or be familiar with their neighbors or the drivable scale at which they would travel to and from their home to the main arterial streets serving the community. Designing for neighborhood compatibility requires the design professional to visit the applicant's site and take a close look at what is already there. A compatible design will complement the neighborhood patterns found. It requires a desire to understand the neighborhood and prioritize its existing qualities over novelty or preconceived design solutions.

2B – Understanding the Block

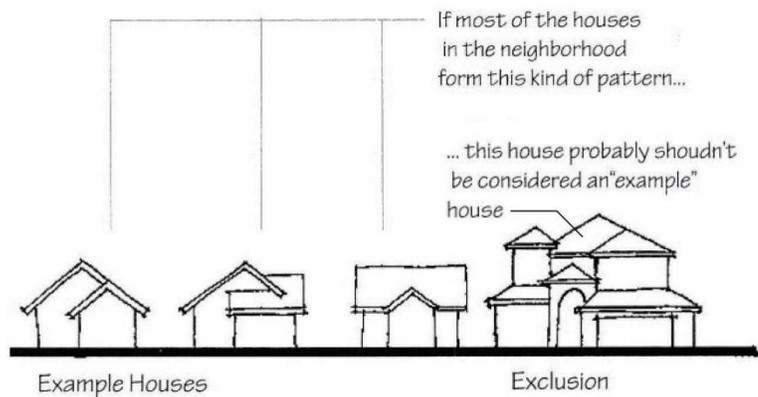
The extents of the Block that a property exists within may take careful observation. A Block may be defined by the nearest corners in each direction up the Street. It should also include houses located behind the property, as they will be affected by a project as surely as the neighbors on the street. Applicants should carefully assess the area of influence around the proposed residence.

Blocks will typically host groupings of houses that share similar characteristics, often indicating that the homes were built during an original period when the neighborhood was first established. These “Example Houses” represent positive neighborhood character that the ARB is charged with preserving and enhancing in the new projects that it approves. Applicants and their design professionals should identify and understand Example Houses in the neighborhood as the members of the ARB must consider the pattern of Example Houses to perform a meaningful review and ensure a new home fits well in its Block and Neighborhood.

Example Houses present patterns in the following design features:

- Comparative scale, height and size of the houses.
- Composition of form, shapes and slopes of roofs and dormers, and complexity of façade planes.
- Use and composition of materials.
- Street setback, side yard size, and massing relationship to neighboring houses.
- Arrangement of entries and porches and location (or lack of) of sidewalks
- Arrangement and size of driveways, the location of garage parking, open parking on site, and street parking.

Specific homes may vary from the established design patterns in a neighborhood – they may be more massive compared to neighboring homes or have a different pattern for garage and vehicle parking. Sometimes, there are sound or even unavoidable reasons for such exceptions. These variants should not, however, then become the basis of design for projects that seek to preserve the characteristics of a neighborhood and should not be considered as precedents defining the quality of a neighborhood. The ARB will evaluate applications accordingly in the light of its given mission to preserve the Neighborhood Quality and character of Glendale.

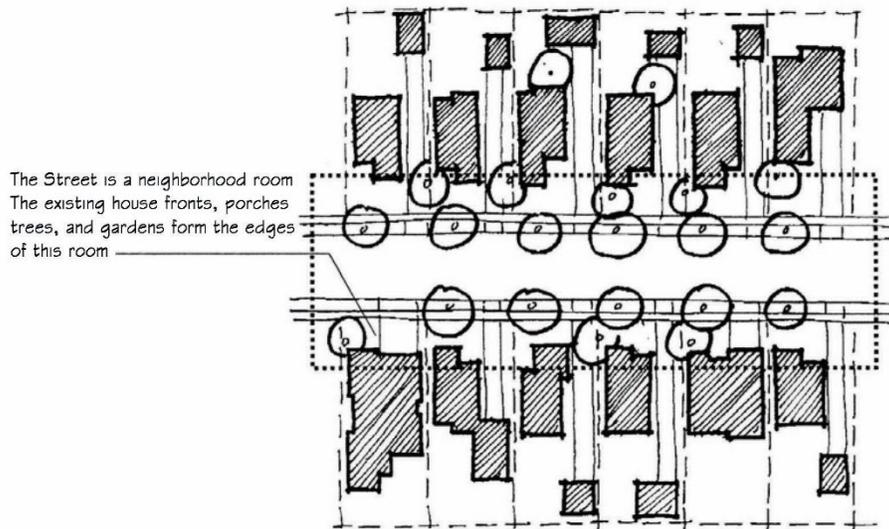


2C – Understanding the Street

A Street is a community of rooms. The rooms are the front yards of the houses that are organized along the street. The walls of these “rooms” are primarily the facades of the houses, though fences, hedges, and garden beds are also often prominent markers. These “rooms” are public space, though their use may be semi-public depending upon how a resident manages their property. A good design proposal should strengthen the harmony

and structure of the Street. While a specific house design does not have to look like everything else on the Street, the design of the house and the site should reinforce and complement the existing streetscape.

The Glendale Municipal Code sets minimum requirements for the setback dimension of the main façade of the house from the street property line. However, following the minimum setback does not always result in a successful design solution that preserves the quality of the Street context. There is often a more important setback to respect – the one that is created by the existing Example Houses on the street. A good design respects the predominant setback pattern that has been established by existing houses. Similarly, side yards have a minimum dimension in the code, but the street pattern will indicate what size side yards may be appropriate and feel best to residents. Preserving the side yard pattern can help maintain neighborly relationships and avoid crowding adjacent homes with a new design.



The perceived height of houses is created not only by the number of stories and dimensioned height of roofs and facades, but other factors as well. The elevation of the first-floor entry into the house will have a prominent effect on how well a house fits into the streetscape. Designs should propose a compatible first floor elevation that fits into the contours of the street topography and avoids creating a dominant situation with respect to neighboring houses.



2D – Neighbors

Every applicant should submit a design that respects its neighbors. The design of a new house or addition should try to transition its forms to the scale and form of the adjacent homes and avoid dominating or overshadowing the neighbors. Take notice of the compositional elements of the houses on the street and work to create relationships between the new structure and the existing houses. Proposed designs shouldn't tower over neighbors or block the sun.



Consider the following characteristics of neighboring houses and design in response to them to be a good neighbor:

- Note how front yards and driveways are organized and where garages are typically located. Where are vehicles parked? How are houses typically approached by cars and pedestrians? Notice and reinforce these patterns.
- What is the pattern of street trees and front yard trees in neighboring yards?
- Consider how neighboring houses are massed in the composition of a new house or addition.
- Notice the scale and architecture of front entries – consider ways to reinforce the patterns evident.
- Notice characteristic roof forms. Are roof eaves level or do they follow gabled roof ends? What secondary roof forms are common, and how many roof masses are typical in other houses on the street?
- Consider the size and proportions of windows and the style of trim around openings. These elements should be designed to relate to neighboring homes.
- Observe the façade materials that are common in neighboring houses and their composition and material transitions in materials.
- Are there special or unique features in repeating neighboring homes that may be adapted or applied to the design being proposed?

2E – Identifying Style

Glendale neighborhoods host a wide variety of architectural styles. Therefore, style in design is less of a defining factor for neighborhood identity. Nevertheless, style should not be totally ignored when designing a new home if it is to preserve the quality of a neighborhood. A divergent or unique expression of architectural style may feature other qualities that help it fit in with neighbors, such as sensitivity to scale, similarity of massing, appropriate selection of materials, etc.

It is not necessary to design a new house in the same style as its neighbors. It is necessary to create harmony in the juxtaposition of homes reflecting differing taste and style. Take a drive around Glendale neighborhoods and notice the wide variety of styles ranging from traditional to contemporary, realistically colonial to modern, craftsman to clapboard. Applicants can also find a collection of exemplary and varied house designs within Glendale in “Appendix B – House Style Examples.”

Section 3 – Defining Scale

Each application submitted to the ARB must comply with measurable limitations to its Scale. The size of new and renovated homes is a major concern of Glendale residents. No homeowner wants their home to be dominated or overshadowed by a neighboring property. Understanding how the ARB measures the size of a project and its conformity to the community’s measured limits is important to the success of an application.

3A.1 – Setbacks, Front Yard, Side Yards, Rear Yard

Setbacks for Front, Side, and Rear Yards are defined in detail in Chapter 400 of the municipal Zoning Code and vary based on whether the property is in the R-1 or R-2 district. Applicants can access the Zoning Code and review the relevant Sections online at <https://ecode360.com/29353932>.

3A.2 – Context Setbacks

As described in Section 2C, there is often an as-practiced front yard setback defined by the existing location of Example Houses with respect to the Street. This is considered as the “Context Setback” in these Guidelines, and it may in some cases differ from the required setback in the Zoning Code. Where the predominant setback of existing Example Houses creates such a Context Setback in the Front Yard, the ARB may consider both such a Context Setback as well as the required setback in the Zoning Code when evaluating the applicant’s project.



3B – Lot Coverage Limit

No more than 55 percent of the total lot may be covered by impervious material. No more than 45 percent of the required Front Yard Setback may be covered by impervious material.

3C – Floor Area Ratio

For all lots zoned R-1 or R-2, including Lots of Record, the Floor Area Ratio (FAR) limit is 0.30.

FAR is calculated by dividing the total Floor Area of a house by the total area of the lot. “Floor Area” is defined as the sum of the gross horizontal areas of each floor of a house that are under air, i.e. provided with heat and/or air conditioning. This includes interior balconies, mezzanines, elevator shafts, and stairwells. Living space with a ceiling height of 16’ or greater is counted at 200 hundred percent, and attached garages are counted at 50 percent. Finished/unfinished basements, detached garages, and unenclosed porches are excluded from the FAR and not counted. However, any conditioned space above a garage, whether attached or detached, shall be counted.

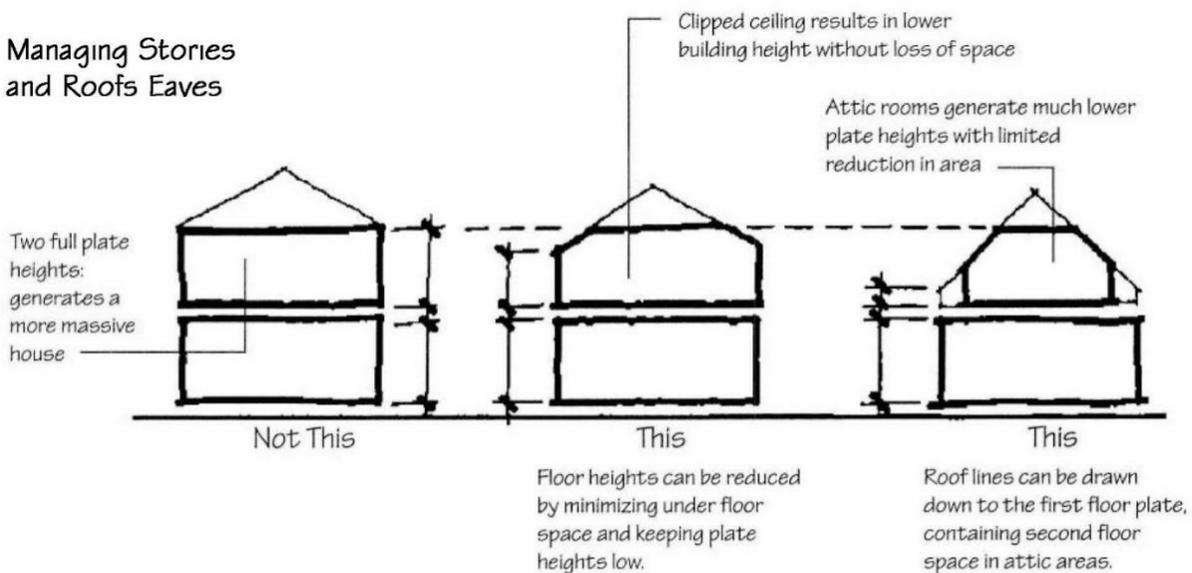
3D.1 – Building Height Limits

The massing and height of a building form both directly affect how its Scale is perceived within the neighborhood. The Zoning Code sets a limit of 35’ and 2-1/2 stories on building heights within the community for all Residential and Commercial Zoning Districts, excepting specific public buildings that are described in Section 400.070 of the Code.

3D.2 – Eave Height

In addition to the building height, applicants are also encouraged to limit the eave height (also known as the roof plate height) to no more than 25’ in height from the Average Grade Elevation. This is in recognition that there is a difference between overall building height, as measured at the highest roof ridge line, and the façade and roof eave heights that are the main Scale elements in a house design. How does this translate into the design of houses? A typical story height might measure 8’ to 10’. Two and one-half stories would result in a roof plate/eave height of 20’ to 25’, with the balance of the allowable 35’ height available to work out roof pitches above the eave line.

Managing Stories and Roofs Eaves



3D.3 – Neighbor Adjacency Considerations

Managing the massing of facades and roofs is critical to creating a design that fits into the Neighborhood. The sections presented above describe Scale and Form characteristics that result in good Neighborhood design. The location of gable-end roofs must be carefully considered in the massing of a project as it relates to neighbors on either side.



Controlling the height of roof eaves can help harmonize a two-story design with one story neighbors.

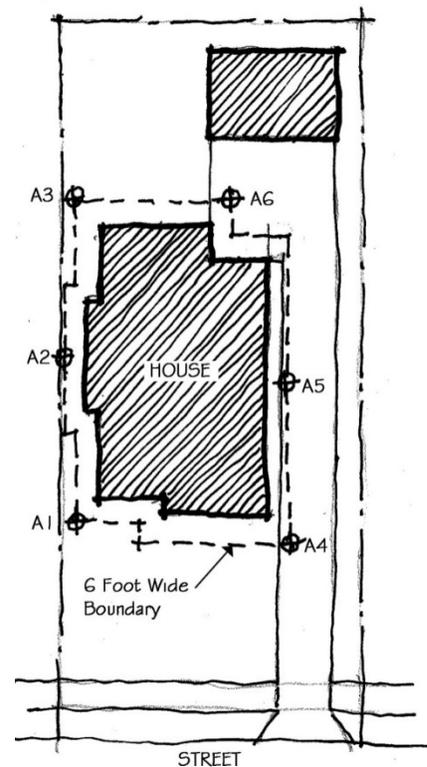
3D.4 – Average Grade Elevation

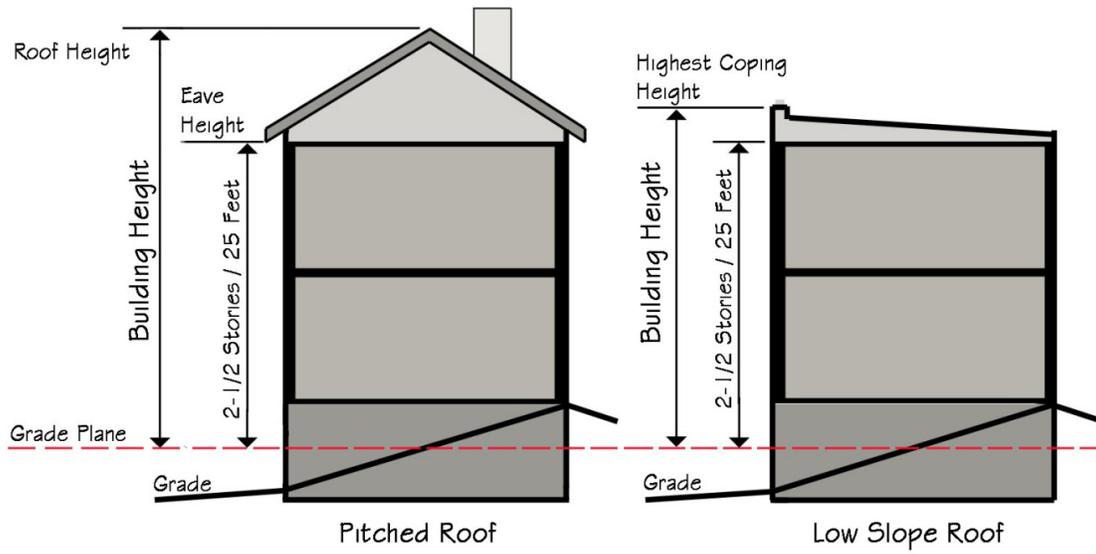
Measuring roof height accurately and fairly requires determination of the Average Grade Elevation (AGE). This is defined in the Zoning Code as the Grade Plane (Section 400.010). Referring to the diagram below, Average Grade Elevation is calculated by recording the grade elevation at points 6' away from the building using the building corners and the midpoints of the side yard facades for reference. Then use the following formula to calculate the Grade Plane from which building height will be measured:

$$AGE = (A1+A2+A3+A4+A5+A6) \div 6 = \text{Grade Plane}$$

3D.5 – Measuring Building Height

The Building Height is defined as the dimension between the Grade Plane (calculated by finding the Average Grade Elevation) and highest point of the coping of a flat roof or to the deck line of a mansard roof, or to the height of the highest gable (ridge line) of a pitched or hip roof (Section 400.010). The diagram on the following page illustrates measurements of Building Height.





3E – Proofs of Measure

An applicant’s design professional will illustrate the measurement of limits for the applicant’s project on the drawings submitted for approval. These will include the following at a minimum:

1. Dimensioning of all setbacks on an appropriate Site Plan Drawing.
2. Illustration of the Floor Area calculation on Floor Plans or provision of plan diagrams illustrating the area measurements. Where areas are taken from a digital CAD plan, show the boundaries of measurement areas and label the area stated by the software.
3. For determination of the grade plane, label the six required grade points on an appropriate site plan or site diagram, and show the calculation by formula on the drawings.
4. Building height shall be dimensioned on Building Elevations and/or Sections. The Grade Plane shall be shown graphically on the drawings, as well as the grade line at the building façade. The roof height elevation at the highest ridgeline, or highest coping or mansard roof deck line elevation shall be shown graphically and dimensioned from the Grade Plane accordingly.
5. The Scale of the proposed building as viewed from the Street will be illustrated in comparison to the immediate neighboring structures located on each side of the subject property. This may be done diagrammatically or by using a photographic composite with the proposed Street elevation of the project design. The exhibit will show the vertical relationship of the façade and eave heights of the proposed design to those of its immediate neighbors.

The graphic below shows an example of the floor area calculations with floor plan illustrations.

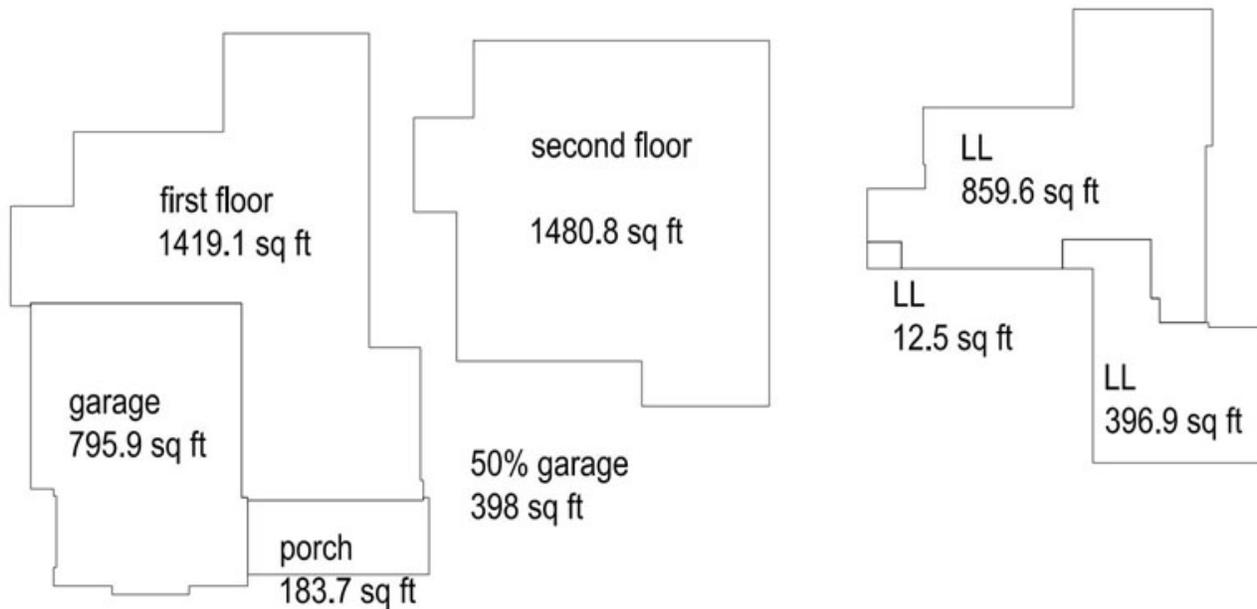
FLOOR AREA RATIO:

Lot Area	12,300 sq ft
House First Floor	1419.1 sq ft
House Second Floor	1480.8 sq ft
House Total	2899.9 sq ft
Attached Garage (50%)	398 sq ft
Total Floor Area	3297.9 sq ft
Floor area Ratio	26.6%

Lower Level Finished	859.6 sq ft
Lower Level Unfinished	409.4 sq ft
Garage	775.2 sq ft
Front Porch	173.6 sq ft
House Height	34'-4 $\frac{1}{2}$ "

Maximum FAR is 30% or 3500 sq ft which ever is greater

30% of 12,300 sq ft is 3690 sq ft



Section 4 – Site Design Guidelines

This section is to provide qualitative design guidelines, not to simply present a checklist, which is provided in Section 1. Site plans shall show the following characteristics of the proposed design.

4A – Project Site Characteristics

Good design will take advantage of existing topography and fit a new home into the contour of the existing site. Planning the elements of the site should be thought through in three dimensions, respecting topographical features and limits, and avoiding the enforcement of a preconceived two-dimensional plan.

Site Grading Encouraged:



4B – Aerial Photo Plan

Submit an illustration compositing the proposed development with buildings shaded black and pavements shaded grey, superimposed to scale onto an aerial photo image (such as may be obtained from Google Maps or Google Earth) showing the project Street in its entirety, from end to end. This exhibit will allow the applicant and ARB to see and understand the density, parking patterns, and building adjacency patterns of the project context.

4C – Building Location

The location of all buildings and structures must be clearly documented on Site Plan Drawings.

1. Illustration of yard setbacks and relationship of building to setback lines.
2. All buildings and structures shall be dimensioned to property lines/corners.
3. Illustration of yards and buildings, to include complete plan of adjacent neighbor sites. Neighboring sites do not need to be surveyed but may be drawn based on county property record illustrations and field measuring of the adjacent property facades as they face the subject property.

4D – Grading Design

A complete grading plan is required with 1' contours, with structure drainage discharge points, and surface drainage patterns illustrated, at the appropriate scale of 1"=10'. This drawing shall not be submitted in a half size or reduced scale exhibit. Grading design shall achieve the following:

1. Design new contours to connect to existing contours at the property lines. Do not propose off-site grading solutions. Provide retaining walls as needed to meet existing grades at the property boundaries. Indicate top and bottom elevations of all retaining walls.

2. Avoid overland discharge of stormwater onto neighbors’ properties. Direct drainage from structures and impervious pavements to swales, area drains served by drain piping, curbed or swaled pavements discharging to streets, or stormwater detention areas to prevent concentrated roof downspout stormwater flow from discharging across neighboring properties.
3. Set the finished floor elevation of the first floor/entrance story to avoid “mounding” up to the ground level floor. The entry floor should be at a mediating elevation between the neighboring houses on either side.
4. Grade maintainable slopes. Do not exceed slope of 1’ vertical in 3’ horizontal.
5. Do not raise or lower the grade within the critical root zone of trees that are designated to remain.

4E – Pervious and Impervious Surfaces

Site plan drawings shall document the pervious and impervious areas of the site and shall provide a table showing the calculation of impervious ratio and Lot Coverage as described by Section 3.

Table Example

IMPERVIOUS LOT COVERAGE CALCULATIONS			
	AREA (SF)	ACRES	PERCENTAGE
TOTAL LOT	XX,XXX	X.XX	
Existing Impervious Area	X,XXX	X.XX	XX.XX%
Proposed Impervious Area	X,XXX	X.XX	XX.XX% <i>(No more than 55% per Section 3B)</i>
Change	X,XXX	X.XX	XX.XX%
FRONT YARD SETBACK	XX,XXX	X.XX	
Existing Impervious Area	X,XXX	X.XX	XX.XX%
Proposed Impervious Area	X,XXX	X.XX	XX.XX% <i>(No more than 45% per Section 3B)</i>
Change	X,XXX	X.XX	XX.XX%

4F – Site Utility Servicing

Site plan drawings shall document the location of all underground stormwater piping, site utilities, utility service entrances, and mechanical equipment. The direction of overland stormwater flow will be indicated on the drawings using arrows, shading, or other notation to clarify the flow direction resulting from the grading design.

1. Drainage Utility Drawing, showing grading contours, structure drainage downspouts, underground storm utility piping, over-land storm drainage patterns and flow, stormwater detention structures, municipal stormwater structures on or in immediate proximity to the site and that are intended to accept stormwater flow from the proposed project, stormwater calculations, and the ARB’s specified expression of water volumes, differential discharge, etc. as defined in Section 4G.
2. Utility drawing showing all underground utilities, site located equipment such as air conditioning compressors, municipal lighting equipment or telecom/data service station points, overhead power service, easements and rights-of-way, and major existing and proposed trees.
 - a. Pop-up emitters shall be located so that stormwater released will have some pervious yard space within which to dissipate. Location limits are as follows:
 - i. Minimum of 10’ from public sidewalks and streets.
 - ii. Minimum of 10’ from a neighbor’s property line, but as far interior to the site as practical; always maximize the distance over which stormwater discharge may dissipate and be absorbed by overland drainage.
 - b. Do not discharge a pop-up emitter to flow over a sidewalk surface. Extend drain piping below sidewalk and discharge on grade down-slope from the walk surface.

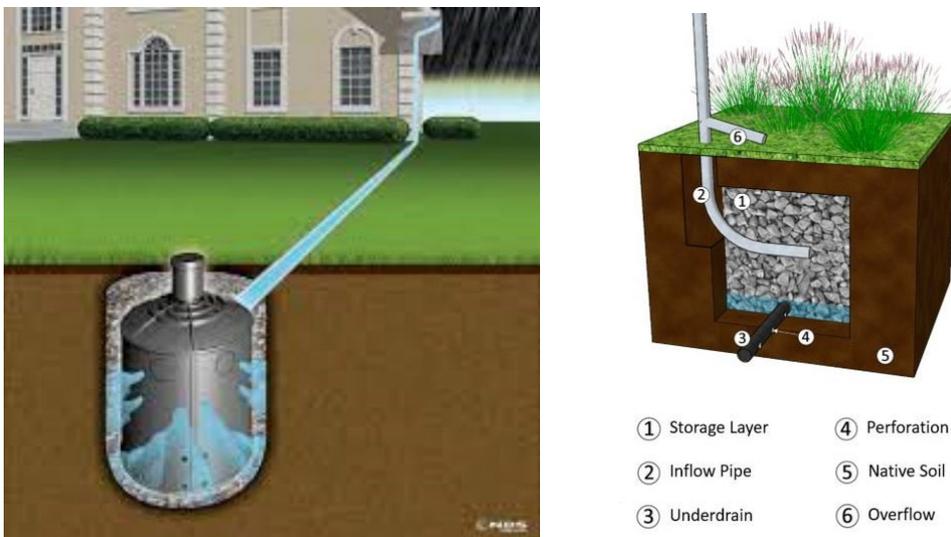
4G.1 – Stormwater Mitigation

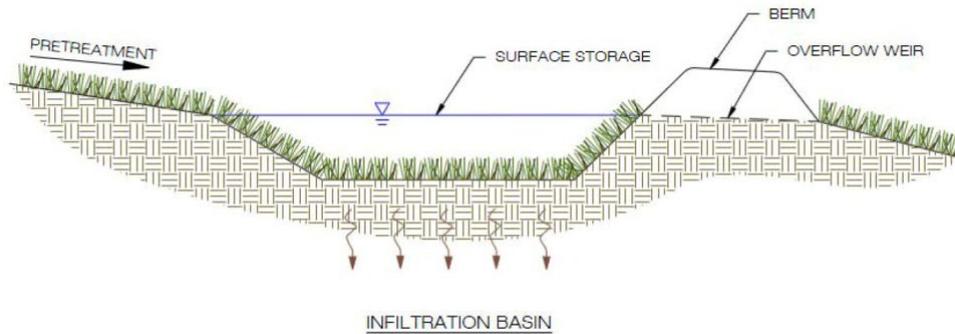
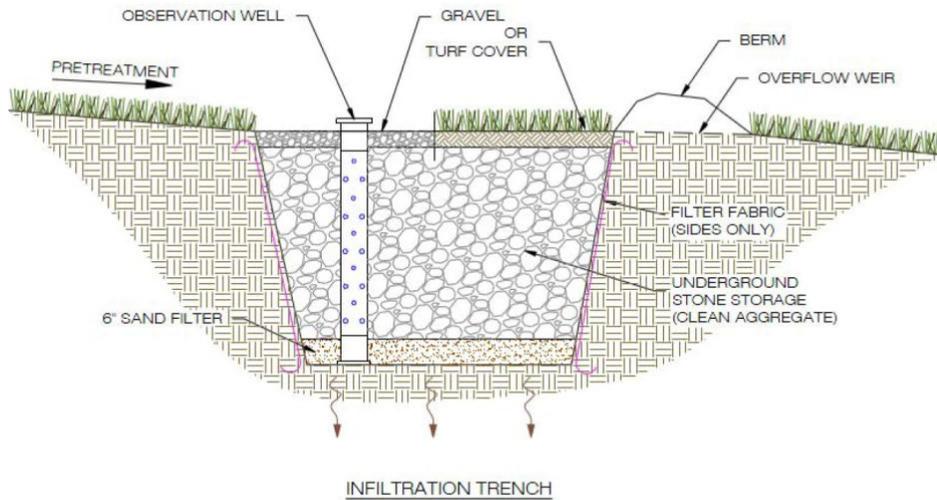
Every project design will need to address stormwater mitigation. Mitigation measures may include the following design features: (The following list is an example of what would be considered. The applicant may deviate from this list with other stormwater mitigation devices, so long as they meet the prescribed stormwater volume holding and stormwater delaying requirements.)

1. Infiltration Pit

An infiltration pit is a below grade device that captures and holds the required stormwater volume, and then allows this stormwater to soak into the surrounding soils. This can be a pit, trench, or basin as illustrated below.

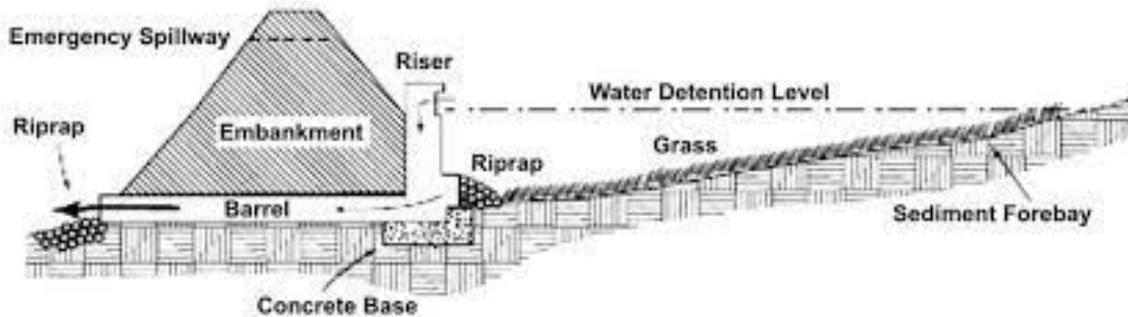
Illustration of underground water volume infiltration pits/trench/basin





2. Bio-detention basin

A Bio-detention basin is an above ground basin that captures and holds the required stormwater volume in an above grade pond and then allows stormwater to be released slowly over a prescribed period. This type of pit's stormwater volume is modeled in the basins above grade area. The slow release of the stormwater is controlled by a low flow pipe that is designed to release stormwater at a rate no greater than the modeled stormwater area as grass. The basin must contain native plantings complying with publication MSD Landscape Guide for Stormwater Best Management Practice Design, Rev. 2, May 2012, or any more recent versions.



4G.2 – Project Categories for Stormwater Mitigation Calculations

Projects can be categorized into two groups for the purposing of calculating stormwater requirements:

Group 1: Building Additions

Any project where the existing residence is substantially remaining, and new building additions are to be constructed, that creates an increase in the stormwater differential as compared to the existing conditions of the site, shall provide stormwater mitigation that can hold and delay the runoff of the differential stormwater volume. On the next page is an example for how the applicant should present the differential stormwater runoff calculations.

Differential Stormwater Runoff Calculations (15-Year, 20-Minute Storm)

Capture areas for the entire property. The totals must equal property total area as recorded on the survey, shown on St. Louis County records, and as documented in pervious area calculation table.

EXISTING	AREA (SF)	ACRES	P.I.	FLOW (CFS)
ROOF	X,XXX	X.XX	4.20	X.XXX
PAVEMENT	X,XXX	X.XX	3.54	X.XXX
PERVIOUS / GREEN	X,XXX	X.XX	1.70	X.XXX
TOTALS	X,XXX	X.XX	N.A.	X.XXX

PROPOSED	AREA (SF)	ACRES	P.I.	FLOW (CFS)
ROOF	X,XXX	X.XX	4.20	X.XXX
PAVEMENT	X,XXX	X.XX	3.54	X.XXX
PERVIOUS / GREEN	X,XXX	X.XX	1.70	X.XXX
TOTALS	X,XXX	X.XX	N.A.	X.XXX

Total Change in Flow (CFS) for Entire Property

Proposed CFS - Existing CFS = X.XXX CFS

This project has an INCREASE / DECREASE in stormwater amount of X.XXX CFS.

Group 2: New Building Construction

Any project where a new residence will be constructed on an undeveloped property or on a property where an existing building is to be removed, the entirety of the stormwater from the roof area of the new building and the roof area of the new detached garage (if applicable) will need to be captured and stormwater mitigation shall be provided. The following page provides an example for how the applicant should present the stormwater runoff calculations.

Stormwater Runoff Calculations (15-Year, 20-Minute Storm)

Capture areas for both building and garage.

PROPOSED	AREA (SF)	ACRES	P.I.	FLOW (CFS)
ROOF (BUILDING)	X,XXX	X.XX	4.20	X.XXX
ROOF (GARAGE)	X,XXX	X.XX	4.20	X.XXX
TOTALS	X,XXX	X.XX	N.A.	X.XXX

Conversion of Stormwater Flow in CFS (Cubic Feet Per Second) to Volume in CF (Cubic Feet)

$$X.XX \text{ CFS} \times 60 \times 20 = X.XX \text{ CF}$$

This is the volume that will need to be stored. The stormwater calculations shall be provided by a Professional Engineer licensed to practice in the State of Missouri.

Section 5 – Landscape Design Requirements

5A – Guideline Objectives

The Guidelines in this Chapter are intended to provide applicants with a detailed basis for the ARB's evaluation of landscape design. It is intended that all projects satisfy the following objectives, which the Guidelines support.

1. Protect and enhance the visual appeal of the City of Glendale.
2. Contribute to high-quality site development.
3. Conserve water resources by using sustainable design techniques.
4. Promote plant species that are low water-use and regionally appropriate.
5. Improve water quality.
6. Improve air quality through the preservation and protection of mature tree canopy coverage.

5B – Tree Protection, Preservation, and Replacement

This Section's purpose is to set forth preservation measures to protect against the unnecessary removal of existing canopy coverage. When tree removal is deemed necessary, this Section will also provide a set of guidelines for proposed tree plantings to promote a healthy succession plan for future tree canopy coverage.

1. Tree Protection Requirements

- a. Contractor shall stake clearing limits to coordinate the locations for tree protection measures and tree protection fencing installation.
- b. Contractor shall build and maintain temporary fences of brightly colored, plastic tree protection fencing and signage so that construction workers can clearly see zones from where equipment must be kept clear. Signage will indicate "DO NOT ENTER," "DO NOT REMOVE," or other messages that communicate the importance of tree protection fencing. Tree protection fence must be maintained at all times. It cannot be removed at any time during the construction. Upon completion of construction, all barriers, fencing, and debris shall be removed from the site by the contractor.
- c. No clearing or grading shall begin in any area of construction site where tree preservation measures have not been completed.
- d. No construction equipment can be operated within tree protection zone (TPZ) of the trees that are to be protected. Access to fenced preservation areas by construction equipment, materials, or individuals that may cause harm to protected trees is prohibited.
- e. Boring or tunneling methods, including hand trenching, shall be used, to the extent reasonably practicable, when utilities are to be located in the critical root zone, since many critical roots are close to the surface.
- f. Contractor will be prohibited from cutting into tree's roots, compacting the soil over roots, or changing the ground level around the tree during construction. Root pruning, a tree protection measure, must be completed by qualified experts (forester or arborist) prior to any construction.
- g. Attachment of any signage or fencing to any tree is strictly prohibited.

2. Protection of Heritage Trees

- a. Removal of Heritage Trees within City limits is strongly discouraged. A permit to remove a Heritage Tree may be considered on a case-by-case basis by the ARB upon a certified arborist documenting the Heritage Tree in question to meet any of the following standards:

- i. Posing an immediate threat to health, safety, or property.
- ii. Dead or diseased, and has been documented as such.
- iii. Currently damaging public property, creating a public safety hazard.
- iv. Currently damaging improvements on private property.
- v. Interfering with existing public utilities.
- vi. Located within the footprint of the proposed new building or addition.
- vii. Removed to preserve an existing tree grove of five or more tree species of the Heritage Tree in question, and of sound health, as determined by a certified arborist.

3. Tree Replacement

- a. A replacement tree is required for each tree removed in accordance with a site development plan submittal from the Approved Tree List.
 - i. Replacement ratio – For every 10 caliper inches removed, one replacement tree from the Approved Tree List should be installed. For example, if one 10-inch caliper tree and one 20-inch caliper tree are removed, three new trees should be planted onsite.
 - ii. Replacement tree location – Replacement trees planted within an easement shall be located so as not to interfere with the use of that easement and shall not be planted under any present/planned overhead utility or above any present/proposed underground utility.
 - iii. Tree Mitigation Fund
 1. If an applicant demonstrates to the satisfaction of the ARB a site cannot support the total number of replacement trees required, the applicant will provide a monetary contribution to the Tree Mitigation Fund established to support Citywide tree maintenance and replacement efforts.
 2. For residential projects, the applicant will contribute \$120 per caliper inch of replacement trees that could not be accommodated on the site, not to exceed \$2,400 per residential site.
 3. For non-residential project sites, the applicant will contribute \$120 per caliper inch of replacement trees that could not be accommodated on the site.

5C – Approved Tree List.

Canopy tree selection should complement the surrounding neighborhood. Tree species that have been identified to thrive in our climate are listed in “Appendix C – Approved Tree List”, which is available on the City’s website at <https://www.glendalemo.org>. The list heavily favors Missouri native species, while also providing flexibility for the selection of approved cultivars and non-natives appropriate for our region.

5D – Landscape Design

This Section’s purpose is to provide a set of guidelines to form an appropriate landscape design composition when providing a complete set of site development plans.

1. Selection and Installation of Landscape Plantings

- a. All planting materials used shall be of good quality and meet American Standard for Nursery Stock (ANSI Z0.61-2014) standards for minimum acceptable form, quality, and size for species selected, and capable to withstand the seasonal temperature variations of Missouri, as well as the individual site microclimates. The use of species native to Missouri shall be encouraged. Size and density of

plant material, both at the time of planting and at maturity, are additional criteria that shall be considered when selecting plant material. Where appropriate, the use of drought- and salt-tolerant plant material is preferred.

2. Installation

- a. All landscaping materials shall be installed in accordance with the current planting procedures established by ANSI Z0.61-2014. All plant materials shall be free of disease and shall be installed so that soil of sufficient volume, composition, and nutrient balance are available to sustain healthy growth.

3. Design Standards

- a. Landscape plans, as described, shall be prepared by a landscape design professional and evaluated and approved based on the following design criteria:
 - i. Plant material shall be placed intermittently against long expanses of building walls, fences, and other barriers to create a softening effect and to help break up long expanses of blank walls with little architectural detail.
 - ii. Planting beds may be mulched with shredded hardwood, granite mulch, river rock, or similar materials. Lava rock is not permitted.
 - iii. Plant material placement should be designed to reduce the energy consumption needs of the development.
 - iv. Designs should take into account and make an effort to implement stormwater treatment and low-impact design standards, where appropriate.
 - v. Deciduous trees, where appropriate, should be placed on the south and west sides of buildings to provide shade from the summer sun.
 - vi. Evergreens and other plant materials should be concentrated on the north and west sides of buildings to dissipate the effect of winter winds.
 - vii. Diversity is encouraged among required plantings to not only provide visual interest but reduce the risk of losing a large population of plants due to disease.
 - viii. No plant material exceeding 3' in height above the elevation of the street pavement is allowed within the sight distance triangle.

Section 6 – Architectural Design Requirements

6A – Guideline Objectives

The Guidelines in this chapter are intended to provide applicants with a detailed basis for the ARB’s evaluation of architectural design. It is intended that all projects satisfy the following objectives, which the Guidelines support.

1. Provide for compatibility with existing Neighborhood characteristics.
2. Respect the Street – The Street is a part of the public domain and its characteristics must be understood, illustrated, and respected. Design for the Street must include a sensible approach to controlling traffic and property access, parking patterns, and the continuity of walks, driveways, lawns, and landscaping.
3. Respect Private Space – Private Space is comprised of yards, driveways, and outdoor functional areas such as patios and decks. The Private Space of neighbors must be respected and preserved. Controlling adjacency, yard patterns, massing of building structures, and landscape massing all contribute to enhancing Private Space.
4. Buildings are Three Dimensional – From the Street, a building will be viewed from a wide range of angles, and this must be taken into consideration. An architectural Style cannot be applied to a front facade only, with none of the fine qualities of that design included in the side and rear facades.
5. Architectural Style – Our neighborhoods are very diverse and feature a wide variety of architectural styles. Applicants should ensure that their designs present a Style cohesively and comprehensively, and that their chosen style is compatible and complementary to the Street domain and Neighbors.
6. Scale and massing of proposed buildings must be appropriate for Neighbors and the Street, must comply with measurable limits, and should harmonize rather than contrast with other properties on the Street.
7. Details and articulation of form should preserve Human Scale and convey Style consistently.
8. Additions should be designed to provide compatibility of style and character with the existing home as remodeled and should preserve beneficial public-private space relationships to neighbors. Compatibility can be achieved by controlling massing, scale, composition, and detail, and is not strictly a matter of stylistic expression.

The following Guidelines define specific requirements for various aspects of architectural design that meet these objectives.

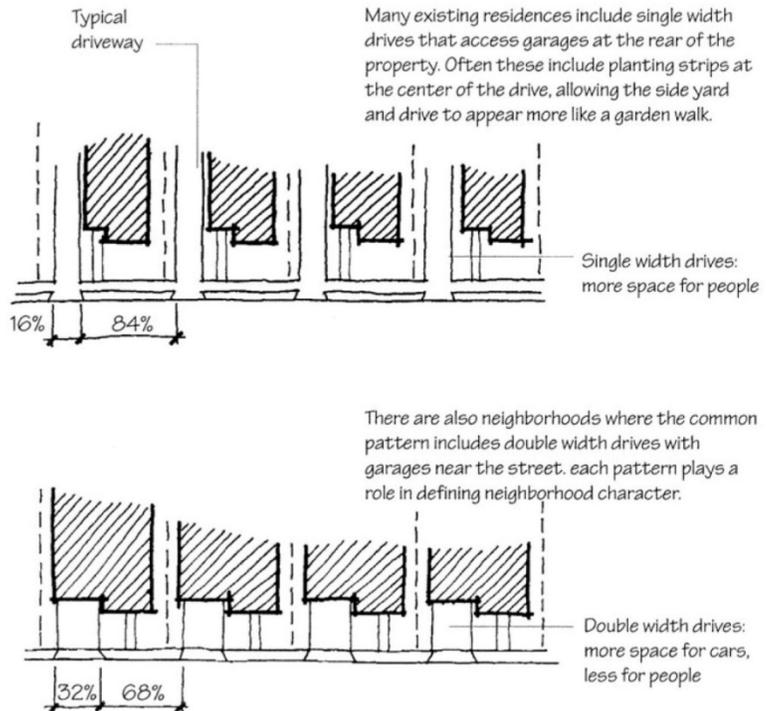
6B – Site Design: Driveways, Parking, and Garages

1. Vehicle Access Patterns and Street

Presence

The location of driveways and car parking should be consistent with example houses on the Street.

Design solutions should strive to not interrupt the street pattern. Garage placement will determine the location and impact of driveways on the Neighborhood.



2. Driveway Scale and Materials

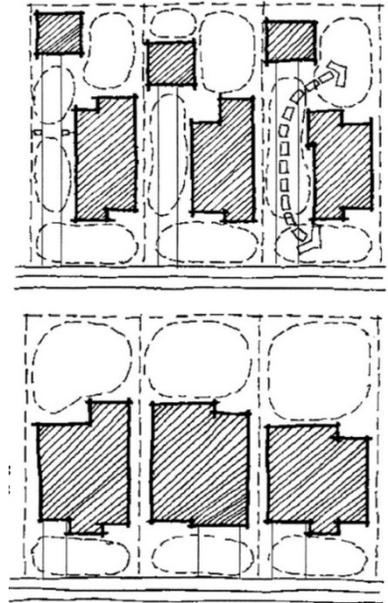
Driveway width should be the minimum required to support the garage configuration proposed with the project. Wherever possible, narrow the driveway width to minimize its impact on front yards and maintain the pattern of driveways on the Street.

- a. Provide a minimum of 9' in paved width.
- b. Maximum driveway width for lots wider than 65':
 - i. The driveway width within the front yard setback shall not exceed 25 percent of the width of the street frontage of a lot, and in no case shall be greater than 18' wide.
 - ii. For circular drives, the combined width of both entrances shall not exceed 25 percent of the lot width. Neither entrance shall exceed the maximum 18'-wide limit. The impervious front yard area limit shall not be exceeded.
- b. Maximum driveway width for lots 65' or less:
 - i. The driveway for rear entry garages on lots 65' wide or less shall not exceed 10' wide in the front and side yards.
 - ii. The driveway may exceed 25 percent of the lot width but shall be no greater than 16' wide where the driveway accesses a front entry garage, carport, or uncovered car parking space in front of the house.
 - iii. Circular driveways are not allowed.
- c. Driveway entries shall be located no closer than 30' to any intersecting street right-of-way.
- d. All paved driveways and turn-around areas shall be located at least 3' from any adjacent property line.
 - i. The ARB may make an exception to this requirement for lots 65' wide and narrower.

- e. Acceptable materials include:
 - i. Concrete, integrally colored or pattern stamped concrete.
 - ii. Permeable, flexible pavements such as concrete unit pavers, vegetative unit paver systems. Clay bricks not designed for pavement applications are not acceptable.
 - iii. Asphalt is permitted.
 - iv. Crushed stone compacted and having a minimum depth of 4" is permitted but not preferred. The first 10' of driveway extending into the site from the Right-of-Way line shall not be constructed of crushed stone.

3. Garage Locations

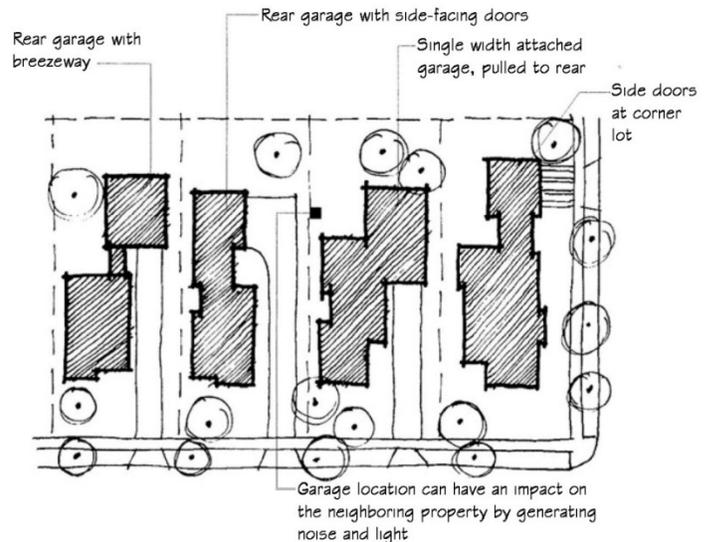
In general, garage locations should be consistent with the pattern seen in Example Houses located on the Street and within the Block. This will result in positive relationships between houses and outdoor spaces. Where the pattern is for rear yard, detached garages, then new garages should also occur in rear yards. Applicants are encouraged to identify and follow the pattern in the Neighborhood and on the Street.



Detached garages generate more complex and often more useful exterior space. Attached garages tend to increase the size of a house and since street access is required, tend to dominate the choices for location of other parts of the house. This can result in a house that separates front yards and rear yards and generates a more private outdoor space. However, the resulting side yards become small and have little utility, they also generate negative impacts on neighbors and may not conform to other criteria in this guidebook.

4. Low-Impact Attached Garages

When an attached garage is located towards the rear of the house, it does not dominate the street front of the residence, and can provide opportunities to create diverse side yard, driveway, and patio spaces. This garage placement can help with managing difficult topography, the positioning of public and private spaces, and preservation of front yard spaces on the Street that are less encumbered by cars.



5. Limits on Front Yard, Front Entry Attached Garages

This section applies only to attached residential garages, which have the vehicle entry facing the front yard. Oversized garages, front entry garages, and double width garage doors can call negative attention to a home if they become too dominant to the facade. A priority of the City is to ensure that the garage is not the primary architectural feature of any elevation, and that the garage does not detract from the general streetscape.

- a. The width of an attached garage with an entrance facing the front yard shall not exceed 35 percent of the overall width of the facade of the principal structure (inclusive of the garage).
- b. Garage width is defined as that portion of the exterior elevation that, by virtue of its exterior architectural treatment, is clearly discernible as space designed for parking of automobiles and similar vehicles.
- c. A front entry garage may not be a central feature of the façade and must be asymmetrical to one side or the other of the main living space. The front face of an attached garage shall not project more than 7' beyond the living space enclosure of the front elevation.
- d. No more than two garage doors (single car width) may be installed facing any one street for new residential construction. Should the applicant deem three doors necessary, the applicant must demonstrate that all other possibilities have been examined and every attempt to mitigate the impact must be taken. The following mitigation approaches will be considered:
 - i. The garage door facades shall not project beyond the residential portions of the main façade.
 - ii. Provide a façade recess separating the doors into a pair of two doors in one façade plane and a single door in the other façade plane.
- e. All proposed garages shall have windows on the sides and rear to maintain the residential qualities and scale of the community. A row of view panels (windows) should be included along the top panel of the garage doors. If windows are not provided, the door design shall feature high quality detail and construction or other architectural treatment acceptable to the ARB. Flush panel garage doors are not allowed.
- f. Front entry, basement-level garages will not be allowed unless topographical conditions of the property dictate consideration.

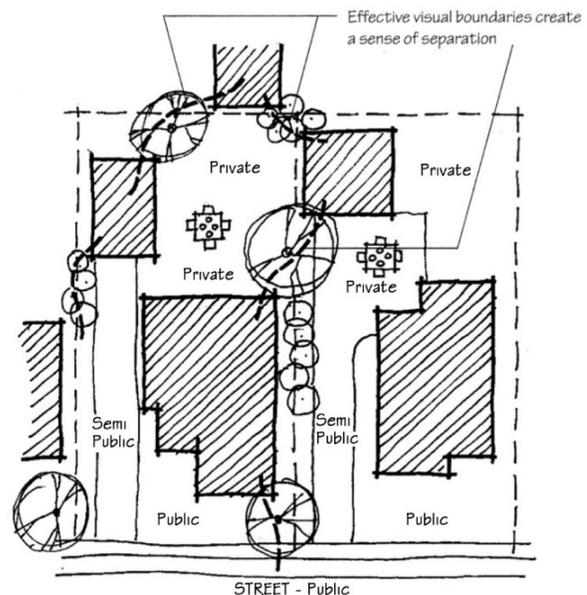
6C – Compatibility with Neighbors

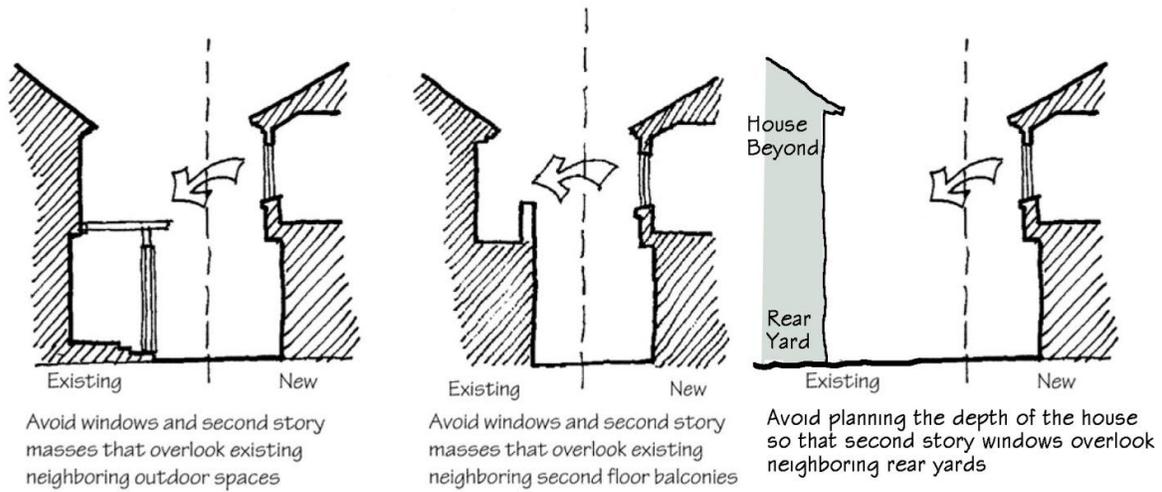
While every house must serve the needs of its owners, it will also shape the spaces and character of the houses next door. The ARB is charged with insuring that new houses and additions to existing houses do not detract from or unduly impact their neighbors.

1. Design for Privacy

While privacy cannot be guaranteed from site to site, patterns of public, semi-public, and private spaces in a neighborhood can be respected. Applicants are encouraged to preserve the flow of public to private spaces set by example houses on the Street.

Privacy is best achieved by creating a sense of separation at the property boundaries. Architectural elements such as trellises, lattice work, low site walls, site furniture, etc. can create effective boundaries. Landscaping with trees and hedges can be effective separations. Often, sensitive massing and planning of buildings and their outdoor spaces can create the needed levels of privacy.

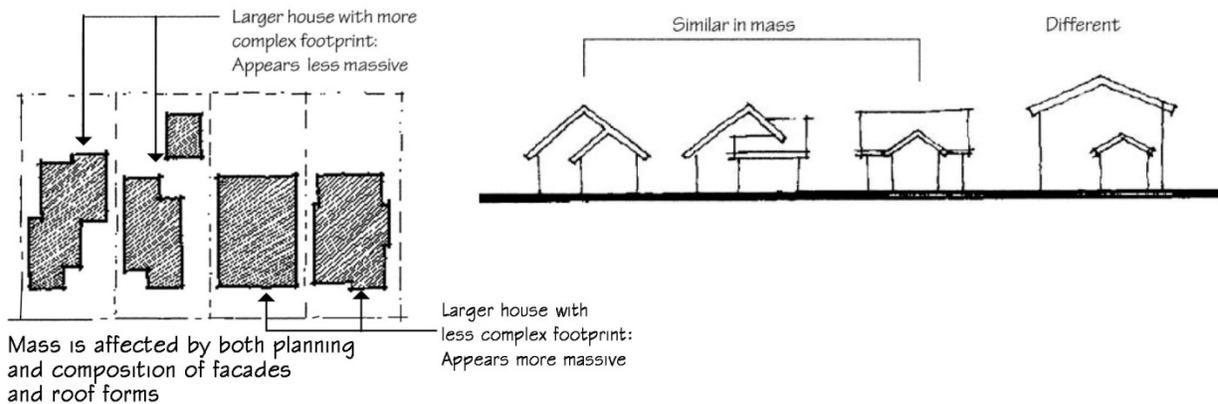




2. Massing and Comparative Scale

Massing refers to the physical size and shape of the building volume; mass follows the functional configuration of space in the home. Elements of building massing should relate to the size and shape of the adjacent Example Houses. Certain measurements of mass are controlled by Zoning ordinance limits previously detailed. However, massing is also comparative between houses on the Street, and designs proposed for a house should not present massing that is in high contrast to its neighbors.

Mass and scale can be reduced by managing story heights within the design. A primary element can incorporate a lower roof-plate height at the exterior wall to reduce the height of perimeter walls. This can reduce mass in a design to be compatible with smaller scale neighbors.



3. Sunlight and Shadowing

Preserving sunlight and access to sunshine for neighboring homes is encouraged by these guidelines. While sunlight on side yard facades cannot be guaranteed through the application of the setbacks and building height limits presented here, applicants should consider their neighbor’s access to sunlight as seriously as their own desire for it in the design of their own homes. Attention to eave heights, roof form, setbacks, façade massing, and the use and location of either deciduous or evergreen trees should be carefully considered.



6D – Architectural Design

In addition to design for compatibility with the neighborhood and surrounding houses, the Architectural Design of each project should consider Style, Unity of Expression, balance of Scale in the relationship of the elements of the design, and the use of materials. As noted previously, the quality of Glendale neighborhoods is enhanced by the wide variety of architecture that has been created over the years.

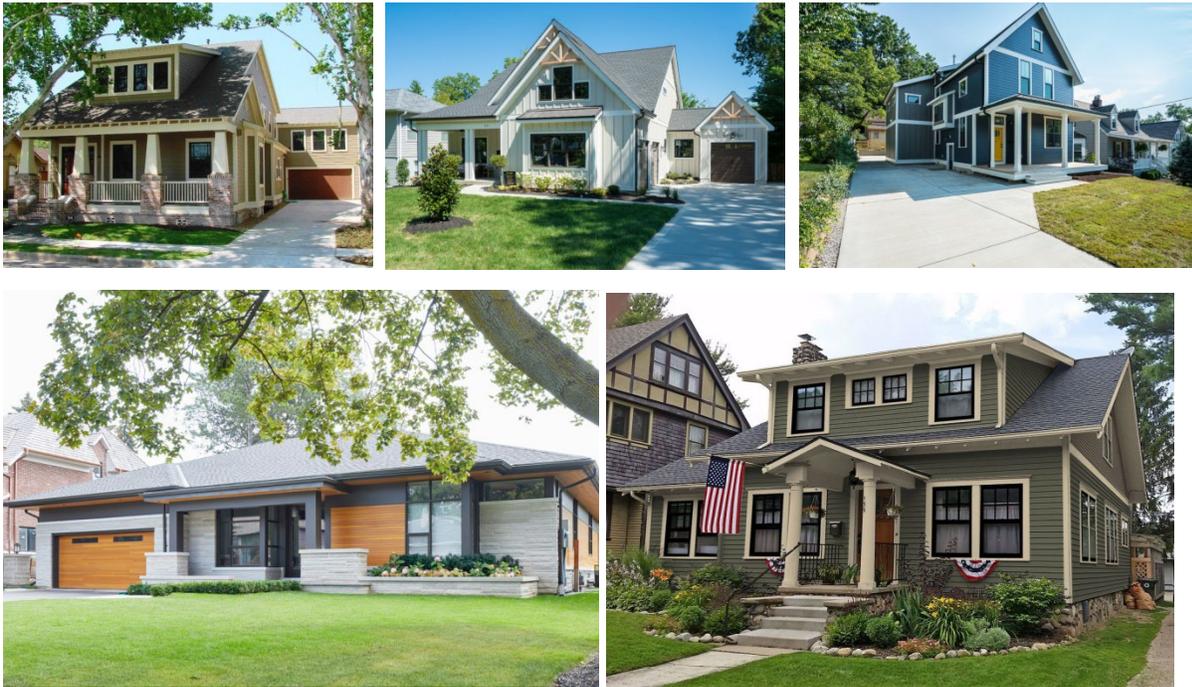
1. Style

No single architectural style should be superimposed upon buildings, and each should reflect its own individual style. While style is a matter of preference for each applicant and is typically not the basis of approval by the ARB, any style expressed and implemented in a design can be a matter of commentary by the ARB. Monotonous design should be avoided. Variation of detail and form should be used to provide visual interest and create a scale that is appropriate to the neighborhood and the street. The selection and detailing of materials should be relevant to the architectural style being expressed. Evaluation of the appearance of a project shall be based on the quality of its design and relationship to surroundings. Additions should relate to the existing building in scale, details, colors, and material. Compatibility will be valued over conformity concerning style and architectural design. Variance in style from a seemingly monolithically styled neighborhood isn't necessarily discouraged, however, the ARB will review drastic variations in style more critically to ensure proposal has been developed thoughtfully as an enhancement to the neighborhood rather than a distraction or detriment.

2. Unity of Expression

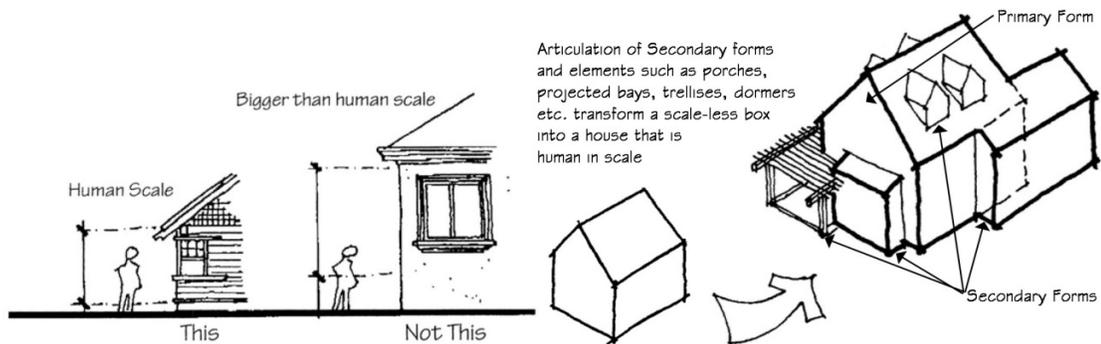
Every design should be undertaken with an understanding that buildings are perceived in three dimensions, and that the style and expression presented to the Street should extend in some way to the entire house. Each façade should be part of a cohesive whole – all sides should have a balance of architectural features. Detail, scale and massing, materials, and the design and composition of elements such as windows, doors, and trim will all be considered to ensure that each facade conveys a consistent character within the context of the design. Design solutions should reflect consideration of both interior planning and exterior form in a collective, holistic approach. Formal and informal expression and composition can coexist when attention to design and detailing is exercised throughout.

Example Designs with Unity of Expression

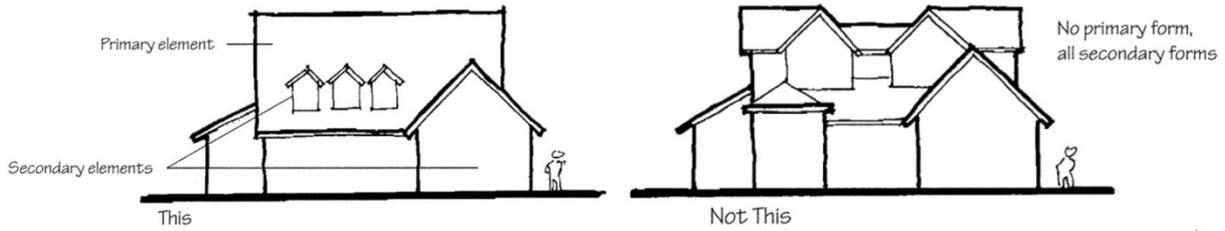


3. Scale, Proportion, and Balance

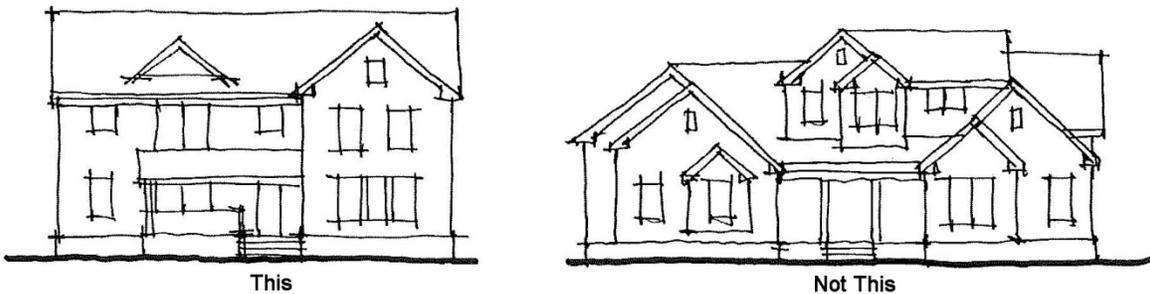
- a. **Scale relationships** are important within a design, just as they are important with respect to a neighboring property. Building components expressed in the design should have proportions and size that are appropriate to the architecture being developed. The composition and size of both primary and secondary elements in the design should be governed by proportion and balance.



- b. A project exhibits **Balance** if the parts of the design are equally distributed to create a sense of stability. Both physical and visual balance is important to the design. The quality and detail of composition and fenestration should be consistent on all facades. In a balanced design, Primary and Secondary forms and elements are established and controlled to present a clear hierarchy within the design.



- c. **Entries and porches** should be consistent with the architecture of the residence. Porches should not be the tallest element of the façade. They should instead support access at a human scale and ideally provide functional space at the entrance that fits the pattern in the neighborhood.
- d. **Articulation of facades** strongly affects the perceived scale of a house or structure. To control scale and balance, take note of the following.
 - i. There should be a clearly identifiable primary mass.
 - ii. The primary mass should be compatible with the mass and scale of other homes on the Street.
 - iii. Multi-layer setbacks with more than three wall planes are discouraged.
 - iv. More than three roof lines in the composition of the front façade are discouraged.
 - v. Roof slopes should not vary significantly from Example Houses in the neighborhood having the same style. Use dormers, porches, and porticoes to control mass and scale.



- e. **Composition of openings** – doors, windows, louver, and vents – in the facades of a house is an important determinant of scale. Every attempt shall be taken to create order and pattern in the placement and arrangement of windows, doors, and other compositional elements.



Encouraged: Primary forms, secondary forms, roof forms, materials, and compositional elements such as pilasters, railings, windows, doors, trim and their composition are designed to create balance, continuity and human scale



Discouraged: Large, flat, unarticulated facades and roof forms create monotonous architecture that is out-of-scale and incompatible with Glendale Neighborhood Quality

6E – Building Details/Features

1. Entrance Doors and Windows

Doors and windows should reflect the style of the architecture being developed. Their size and style should be consistently expressed on all exterior walls, and a good design will harmonize varied opening sizes.

The design of entrance doors should take into consideration their location and be used within the plan of the house. Main entrance doors benefit from glass view panels, stile and rail detailing, side-light windows, transoms, accent colors, and architectural trim. Secondary doors may be treated more modestly.

Windows should be selected and designed to carry out the style of the architecture in all facades. Their material, color, and configuration should be consistent, and where variation is needed for function and scale, such variety should reflect a thematic pattern in the design, and not be randomly occurring. The sill should be an appropriate material consistent with the façade material and should project beyond the face of the material below to function properly. Muntins, where employed to create divided glass lite sashes, should appear on the exterior of the glass. Shutters should be one-half the width of the sash they are adjacent to and be detailed as if they are functional whether they are fixed or operable. The composition of windows should be orderly and intentional to enhance the exterior design.

2. Trim

Trim details are critical to establishing a human scale within a design. The detailing of trim should be consistent with both the architectural style and the materials used in façade construction. Trim used for fascias, soffits and coves, banding, corners, and material changes (known as running trim) should be used to help strengthen the composition and scale of facades and should reflect a high level of craftsmanship associated with whatever architecture style is being developed. The trim around openings (standing trim) is an important detail element and should have the appropriate proportion within the design.

3. Awnings and Canopies

Awnings and canopies, where employed, should fit the character of the building, reinforce the architectural style, and be consistent with Neighborhood patterns for their use. Awnings and canopies that are applied to otherwise flat facades are discouraged.

4. Decks

Decks and porches should be designed to fit into the style of the architecture. Avoid creating decks that look “tacked on” to a house as an afterthought. Integrate the details of deck skirting, stairs, railings, roofs, and eaves into the material and design details of the facades.

5. Materials

Glendale wants to see buildings constructed in its Neighborhoods that feature durable and lasting materials.

Materials and their texture, patterns, and colors should be selected to be compatible with those used in the example houses on their Street and Block. A unique or divergent material may be acceptable, provided that its use enhances other design patterns in the neighborhood, is appropriate to the architectural style being developed, and adds quality and durability to the proposed building.

The ARB emphasizes an honest use of materials; a material should not be applied two-dimensionally as paint unless it is paint. Material use should be consistent on all facades, and should reinforce the volume, massing, and composition of surfaces in a three-dimensional design approach. Where a material used on a front façade is to be transitioned and discontinued on other facades, care must be taken to integrate the material change into the three-dimensional design of the building. **A material cannot change at an exterior building corner.** Materials should extend around building corners and changes should be made where primary and/or secondary masses intersect.



Acceptable: Brick applied around corner to pilaster width, aligned with roof pitch change. Brick base coordinates with bay window.



Encouraged: Materials reinforce volumes and massing, and change where masses intersect.



Discouraged: Brick changes to siding at corner, brick pilasters not connected to roof eaves.

Material colors and patterns provide visual interest, but too many changes in material or color can be distracting and detract from the design.

a. Acceptable Façade Materials

All proposed materials will be evaluated based on quality and appropriateness to architectural style and character, suitability to the type of building and the design, and harmony with materials used in adjoining buildings. Acceptable façade materials include the following (the list is not exhaustive, as innovative materials may always be considered):

- i. Masonry: Clay brick, integrally colored concrete masonry, natural stone, cast stone veneer, thin-set stone veneer, thin set tile products.
- ii. Cement stucco, integrally colored or painted.
- iii. EIFS synthetic stucco. The EIFS water management system is the only EIFS system to be allowed.
- iv. Siding: horizontal clap board, panel and batten, panel and reveal, board and batten, shakes or shingle. Materials shall be natural wood (painted, stained, or prefinished), engineered hardwood, cement fiber, polymer composite.

b. Unacceptable Façade Materials

The following materials **are not acceptable as façade or siding** and would require special consideration by the ARB within the context of an exceptional architectural design or as a limited use material.

- i. Vinyl Siding – Exception: Vinyl siding may be considered for additions to existing houses having vinyl siding as the primary material, or to match an existing design with a specific application of vinyl siding.
- ii. Metal siding, industrial or agricultural metal panel siding, such as ribbed or corrugated panels, commercial insulating, and composite metal panels.
- iii. Glazed aluminum curtain wall or storefront systems as a primary façade enclosure material.
- iv. Untreated, flat veneer plywood panels.
- v. Asphalt shingles **as façade or siding** – Exception: vertical surfaces of mansard roofs. In this application, shingles shall be high quality, textured, architectural grade shingles only.

c. Acceptable Roof Materials

Architectural grade fiberglass-asphalt shingles, pre-finished metal, natural slate and tile, wooden shakes, and shingles. Sheet roofing products should be used only on low-slope roofs that are not visible from the street.

d. Concrete

Smooth, plain concrete shall not be a primary façade material. Textured concrete developed with form liners, board forming, hammering, aggregate exposure, etc. may be considered as a façade material where proposed as an integral feature of an architectural design. Exposed concrete brick ledges and foundation walls below primary facade materials should be limited to no more than 12” above grade. The distance between siding and the finished grade shall be no less than 4”. Exposed concrete shall be painted.

e. Fireplaces and Chimneys

Fireplaces and chimneys projecting beyond the façade should be supported down to the foundation and enclosed with masonry (stone or brick).

6F – Additions

Projects that propose additions to existing houses should follow the Guidelines outlined above. Style, Unity of Expression, compatible Scale, Balance, and Proportions, and consistent use of materials are all important factors in designing an addition that is compatible with both the neighborhood and the existing building that is to be expanded. Care should be taken to preserve original, and period-specific details used to build the existing house and convey its style. Some additions may propose a transformative architectural style. In such cases, ensure that the transformation is complete, and that the new architecture fits into the Street and Neighborhood as described in the Guidelines. A great addition may present a contrast in architectural style as compared to the original building. Such designs must be carefully coordinated in their details and use of materials to ensure that the resulting combination of styles is not jarring and does not detract from the neighborhood.

Section 7 – Modifications and Enforcement

If a modification to the submitted and approved design becomes necessary during the design development or construction of the proposed project, the following procedures shall be followed.

1. Submittal of Modifications Required: Changes to an approved design that affect the exterior appearance in ANY way must be submitted proactively by the applicant to the City Administrator for ARB review and approval. Changes include, but are not limited to, such characteristics as the physical configuration of the building; details of standing and running trim; material selections in kind, color, texture, or extent of application; substitutions of plant species and size; and changes to grading and drainage design.
2. It is the Applicant's responsibility to be forthright and open about intended changes in design and to honestly disclose to the City the proposed modification and the reason for the requested change. Material shortages, delivery delays, change in the owner's functional program, and discovery of adverse field conditions are examples of legitimate reasons for change. There may be other reasons that the ARB would consider reasonable. Failure to fund the project fully, cost overruns, or a shortfall in the owner's budget are not considered to be reasons to justify changes to an approved design. Applicants are advised to carefully consider the size, scope, and cost of their project in full prior to submittal to the City for ARB approval. An applicant's submittal provides binding documentation of the intended design and should not be undertaken lightly without serious intent to execute the project as proposed.
3. The City of Glendale reserves the right of inspection for compliance with submitted and ARB approved design documents, and subsequently submitted construction documents that have necessarily been approved for building permit by St. Louis County.
4. The City Administrator and the ARB shall have the authority to approve or deny design modifications, whether submitted during completion of construction documents, discovered by examination of construction documents submitted to St. Louis County, submitted during construction phase activity as a substitution request, or discovered by inspection of completed or in-progress construction work.
5. Remedies
 - a. The City may issue an Enforcement Order to the Applicant notifying them of denial of a submitted or discovered design modification and directing the Applicant to implement the design as submitted and approved. The Order may direct the Applicant to confirm to the City in writing their receipt of the Enforcement Order, and their intent to comply with or appeal the order.
 - b. The Applicant may appeal the Enforcement Order to the Board of Alderman.
 - c. The City reserves the right to withhold the Occupancy Permit if an unapproved modification is discovered and not remedied by the Applicant or approved by the Board of Alderman upon appeal.

Appendix A – Definitions

The following terms should be well understood by applicants. See also, Section 400.010 Definitions in the Zoning Code for a complete list of terms.

Accessory Building: A subordinate building or a portion of the main building, the use of which is incidental to that of the main building or to the use of the premises, provided no accessory building may be used for dwelling purposes. Swimming pools are considered under the classification of accessory building.

Accessory Use: A use which is incidental to the main use of a building or land.

Structural Alterations: Any change in the supporting members of a building, such as bearing walls or partitions, columns, beams or girders, or any substantial change in the roof or in the exterior walls.

Balcony: A platform enclosed by a parapet or a railing projecting from a wall or a building.

Basement: A story partly underground but having at least one-half (1/2) of its height below the average level of the adjoining ground. A basement shall be counted as a story for the purposes of height measurement if the vertical distance between the ceiling and the average level of the adjoining ground is more than five (5) feet.

Building, Height (R-1 and R-2 zoning districts): The vertical distance measured from the Average Grade Elevation of the proposed finished grade (the Grade Plane) to the highest ridgeline height for pitched roofs, the highest coping height for flat roofs, or the highest deck line for mansard roofs, as defined and illustrated in Chapter 5. This measurement shall include flat, mansard, gable, hip and gambrel roofs, and all other architectural features of the building. The ordinary elevation of chimneys and flues may extend above the allowed building height, as regulated by the Building Code.

Caliper: The measurement of a tree taken at 6-inches above normal existing grade for trees up to 4-inches in caliper or 12-inches above normal existing grade for trees 4-inch caliper to 12-inch caliper trees. Typically used to describe the size of nursery stock or recently planted trees. For trees larger than 12-inch caliper, refer to Diameter at Breast Height method of measurement.

Coverage, Lot: The percentage of lot area covered by all buildings, structures on the lot (footprint) divided by the lot area. Buildings include any structure or part of a structure covered by a roof including, but not limited to, residences, unenclosed porches, garages, gazebos, sheds, breezeways, carports, etc. An area not to exceed 300 square feet of an unenclosed front porch shall be deducted from the lot area coverage. The area of lot coverage is calculated from the constructed footprint at grade of all buildings.

Critical root zone (CRZ): means the zone under the canopy and around the trunk of a tree that contains the tree's root structure and the space above ground within the tree's canopy drip line or beyond. The CRZ can be observed on site and is also estimated to be 1.25 feet for every one inch of tree diameter breast height or caliper. The observed or calculated CRZ that is larger will take precedence.

Diameter at Breast Height (DBH): The diameter of a tree trunk at 4.5 feet above ground for trees over 12 caliper inches. For species of trees whose normal growth pattern is characterized by multiple stems the diameter at breast height of each stem shall be measured and the average of all measurements shall constitute the diameter of the tree.

Eave Height/Roof Plate Height: The height of the eave of the roof or the roof plate measured from the Grade Plane / Average Grade Elevation for the structure.

Floor Area: The horizontal area of a floor of a building measured from the exterior face of exterior walls of building, without deduction for hallways, closets, thickness of walls, columns, or other features.

Floor Area, Adjusted Gross: The total described by the sum of the horizontal plan of the floors of a building at each floor measured to the exterior walls of a building or structure and adjusted as follows:

- a. All living space with ceiling heights of sixteen (16) feet or greater shall be counted at two hundred percent (200%).
- b. Basements as defined herein, including garages located below the first floor of a single-family home shall not be counted.
- c. Unenclosed porches, terraces and steps shall not be counted.
- d. Detached Garages shall not be counted, but any conditioned space above a detached garage shall be counted.
- e. The floor area of all other attached garages shall be counted at fifty percent (50%).
- f. The conditioned portion of a half-story shall be counted. For purposes of computing floor area for a half story, any portion of the floor area measuring less than five (5) feet from the finished floor to the finished ceiling (such as spaces enclosed in a roof attic) shall not be included in the computation of floor area.

Floor Area Ratio (FAR): The total Gross Floor Area of the building determined by adding the Adjusted Gross Floor Area for each of the stories including second floor areas open to the floor below and 50% of the attached garage, divided by the total lot area. Floor area for the first and full second floor shall be measured from the exterior of the building. See Chapter 5 for more detailed description of FAR calculation and proofs of measure requirements.

Heritage Tree: A tree which has been identified on the City's official list of approved trees with a trunk diameter of 24 inches or more when measured 4.5 feet from the existing ground.

Story, Half: A space under a sloping roof which has the line of intersection of roof decking and wall face not more than five (5) feet above the top floor level, and in which space not more than two-thirds ($\frac{2}{3}$) of the floor area is finished off for use. The portion of a "half-story" containing any conditioned space shall be counted in the calculation of adjusted gross floor area.

Tree protection plan (TPP): means drawings that graphically illustrate the existing trees on the project site, adjacent to the site and in the right-of-way. The TPP will include graphic depictions of the tree protection zones (TPZ)/tree protection fence, critical root zone (CRZ), and locations of tree protection measures (such as root pruning, aeration, etc.) to protect trees during construction or other site disruptions. A written description of tree protection measures must also be included on the drawing. Required elements of the TPP can be included on the landscape plan or submitted as a separate plan.

Tree protection zone (TPZ): means the zone around the tree that will be maintained at the original grade and original conditions over the course of the development. This zone is determined by the critical root zone (CRZ) location and must be no less than a five-foot radius from the trunk per caliper inch or DBH. Tree protection fence must be placed at the perimeter of the TPZ.

Appendix B – Architectural Style Examples







Appendix C – Approved Tree List

Tree Group: Deciduous-Large

Characteristics: Trees 50 feet or more in height at maturity with a spread approximately equal to or more than their height and trees over 75 feet in height at maturity with a spread less than their height. Size is measured by DBH.

Minimum size at planting: 2.5 caliper inch

Botanical Name	Common Name
Acer platanoides	Norway Maple
Acer saccharum	Sugar Maple (Missouri native)
Aesculus	Horsechestnut
Alnus	Alder
Carya	Hickory
Carya ovata	Shagbark Hickory (Missouri native)
Castanea	Chestnut
Celtis	Hackberry (Missouri native)
Gleditsia triacanthos var. inermis	Thornless Honey locust
Gymnocladus dioica	Kentucky Coffeetree (Missouri native)
Liriodendron tulipifera	Tulip poplar (Missouri native)
Magnolia acuminata	Cucumber Magnolia
Metasequoia glyptostroboides	Dawn Redwood
Platanus x acerifolia	London Planetree
Platanus occidentalis	American Sycamore (Missouri native)
Quercus alba	White Oak (Missouri native)
Quercus bicolor	Swamp White Oak (Missouri native)
Quercus borealis	Red Oak (Missouri native)
Quercus coccinea	Scarlet Oak
Quercus imbricaria	Shingle Oak (Missouri native)
Quercus macrocarpa	Bur Oak (Missouri native)
Quercus muehlenbergii	Chinkapin Oak (Missouri native)
Quercus phellos	Willow Oak (Missouri native)
Quercus robur	English Oak
Quercus shumardii	Shumard Oak (Missouri native)
Quercus stellata	Post Oak (Missouri native)
Quercus velutina	Black Oak
Taxodium distichum	Bald Cypress (Missouri native)
Ulmus 'Homestead'	Homestead Elm

Botanical Name	Common Name
Ulmus parvifolia	Chinese Elm
Zelkova serrata	Japanese Zelkova
Betula nigra	River Birch (Missouri native)
Fagus	Beech
Ginkgo biloba	Ginkgo (male only)
Metasequoia glyptostroboides	Dawn Redwood

Tree Group: Deciduous-Medium

Characteristics: Trees 25 to 50 feet in height at maturity with a spread equal to or greater than their height and trees over 50 feet in height at maturity with a spread less than their height. Size is measured by caliper or DBH.

Minimum size at planting: 2.5 caliper inch

Botanical Name	Common Name
Acer campestre	Hedge Maple
Acer griseum	Paperbark maple
Acer truncatum	Shantung Maple
Aesculus x carnea	Red Horsechestnut
Carpinus betulus	European Hornbeam
Carpinus caroliniana	American Hornbeam (Missouri native)
Cercidiphyllum japonicum	Katsura Tree
Cladrastis kentukea (C. lutea)	American Yellowwood (Missouri native)
Magnolia macrophylla	Bigleaf Magnolia
Nyssa sylvatica	Black Gum (Missouri native)
Ostrya virginiana	American Hophornbeam
Sophora japonica	Japanese Pagoda Tree
Tilia americana	American Linden (Missouri native)
Tilia cordata	Little Leaf Linden

Tree Group: Deciduous-Small and Columnar

Characteristics: Trees 30 feet or less in height at maturity with a spread less than one-half of their height. Size is measured by caliper or DBH.

Minimum size at planting: 2.5 caliper inch

Botanical Name	Common Name
Acer buergerianum	Trident Maple
Acer japonicum	Full Moon Maple
Acer pensylvanicum	Striped Maple
Asminia triloba	Pawpaw (Missouri native)

Tree Group: Deciduous-Small and Columnar

Carpinus betulus 'Fastigiata'	Fastigate European Hornbeam
Carpinus betulus 'Columnaris'	Columnar European Hornbeam
Carpinus caroliniana	American Hornbeam/Ironwood
Sassafras albidum	Common Sassafras (Missouri native)

Tree Group: Deciduous-Ornamental

Characteristics: Trees that can be maintained at a height of 20 feet or less and have a spread approximately equal to their height. Size is measured by caliper or height. Multi-stem tree size is determined by measuring caliper of the largest stem and adding half the size of each of the other stems together for the total.

Minimum size at planting: 2.5 caliper inch (single stem), 1.5 caliper inch (multi-stem), 8 feet tall (clump).

Botanical Name	Common Name
Amelanchier	Serviceberry (Missouri native)
Cercis canadensis	Eastern redbud (Missouri native)
Chionanthus virginicus	White Fringetree (Missouri native)
Cornus florida	Flowering dogwood (Missouri native)
Cotinus obovatus	American Smoketree (Missouri native)
Crataegus crusgalli var. inermis	Thornless Hawthorn (Missouri native)
Crataegus mollis	Downy Hawthorn (Missouri native)
Crataegus phaenopyrum	Washington Hawthorn (Missouri native)
Crataegus viridis	Green Hawthorn (Missouri native)
Magnolia stellate	Star magnolia
Magnolia virginiana	Sweet Bay Magnolia
Magnolia x loebneri	Loebner Magnolia
Magnolia x soulangiana	Saucer magnolia
Malus spp	Flowering Crabapples
Prunus spp	Flowering Cherry
Syringa reticulata	Japanese Tree Lilac
Viburnum prunifolium	Blackhaw Viburnum (Missouri Native)
Acer palmatum	Japanese Maple

Tree Group: Evergreen - Large

Characteristics: Trees with needled boughs or evergreen/semi-evergreen leaves and foliage, with a mature height of 40 to 80 feet depending upon genus and species. Size is measured by caliper or height.

Minimum size at planting: 6 feet tall

Tree Canopy Coverage: 500 square feet

Botanical Name	Common Name
Abies spp	Fir
Larix spp	Larch
Magnolia grandiflora	Southern Magnolia
Picea	Spruce
Pinus echinate	Shortleaf Pine (Missouri native)
Pinus strobus	White Pine
Pseudotsuga menziesii	Douglas Fir

Tree Group: Evergreen — Medium

Characteristics: Trees with needled boughs or evergreen/semi-evergreen leaves and foliage, with a mature height of 30 to 60 feet depending upon genus and species. Size is measured by caliper or height.

Minimum size at planting: 8 feet tall

Botanical Name	Common Name
Ilex opaca	American Holly (Missouri native)
Juniperus virginiana	Eastern Red Cedar (Missouri Native)
Juniperus virginiana 'Canaertii'	Canaerti Juniper
Tsuga Canadensis	Canada hemlock

Tree Group: Evergreen — Small

Characteristics: Trees with needled boughs or evergreen/semi-evergreen leaves and foliage, with a mature height of 15 to 25 feet depending upon genus and species. Size is measured by caliper or height.

Minimum size at planting: 6 feet tall

Botanical Name	Common Name
Arborvitae spp	Arborvitae
Ilex x attenuate 'Fosters #2'	Foster's Holly
Juniperus chinensis varieties	Upright Juniper
Juniperus scopulorum varieties	Chinese Juniper
Thuja occidentalis	American Arborvitae
Thuja orientalis	Oriental Arborvitae

AN ORDINANCE AMENDING SECTION 535.150 OF THE GLENDALE
MUNICIPAL CODE PERTAINING TO ARCHITECTURAL REVIEW
GUIDELINES

WHEREAS, Chapter 535 of the Glendale Municipal Code of Ordinances establishes the Architectural Review Board of the City of Glendale, Missouri (the “City”), and establishes regulations and guidelines for the Architectural Review Board; and

WHEREAS, in order to ensure that new construction is of high quality design and materials and generally compatible with the style and design of surrounding structures and in order to ensure that the Architectural Review Board has the tools necessary to perform its duties, the Architectural Review Board, the Board of Aldermen and City staff have worked together to establish revised Architectural Review Guidelines dated October 21, 2024, a copy of which is attached hereto as Exhibit A; and

WHEREAS, the Board of Aldermen deems it in the best interest of the City to adopt revised Architectural Review Guidelines in substantially the form attached hereto as Exhibit A and to incorporate such revised guidelines into the Municipal Code by amendment of Section 535.150.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF GLENDALE, MISSOURI, AS FOLLOWS:

SECTION ONE:

The Board of Aldermen of the City of Glendale hereby adopt the Architectural Review Guidelines dated October 21, 2024, in substantially the form attached hereto as the Architectural Review Guidelines of the City of Glendale, Missouri.

SECTION TWO:

Section 535.150 of the Glendale Municipal Code shall be repealed in its entirety and a new Section 535.150 adopting the 2024 Architectural Review Guidelines of the City shall be adopted to read as follows:

Section 535.150 Architectural Review Guidelines.

Architectural Review Guidelines established by the Board of Aldermen, as amended October 21, 2024, are incorporated herein by reference as if set out in full. Said guidelines shall be on file in the City offices. These are recommendations for consideration by the Architectural Review Board and are subject to interpretation and application by the Architectural Review Board in its consideration of future applications for new construction permits that are presented to it.

SECTION THREE:

This Ordinance shall be in full force and effect from and after its passage and approval.

This Ordinance, after being read two times, is passed and approved this ____ day of November, 2024.

Michael A. Wilcox
Mayor

ATTEST:

Frank Johnson
City Clerk



City of Glendale Fire Department

424 North Sappington Road
Glendale, Missouri 63122
Phone 314-965-7097 Fax 314-965-0157

To: Frank Johnson, City Administrator

From: Matt Hawkins, Captain/Training Officer

Date: October 29, 2024

RE: West County EMS & Fire Training Agreement

Glendale Firefighters are some the most professional and knowledgeable men and women in the region. We have well-trained individuals in fire and medical skills. Many of our firefighters also bring knowledge from other backgrounds including mechanical and construction experience.

ISO has a minimum standard for training hours. They want firefighters to receive a **minimum** of 228 hours annually. Most of our personnel exceed these numbers. ISO breaks these hours down as follows:

Driver Training:	12 hours
Officer Training:(Captains/Lieutenants)	12 hours
Hazardous Materials	6 hours
Facility Training	18 hours
Miscellaneous Firefighter Training	192 hours

A large portion of the hours are obtained in-house, either by me or another member of the crew. The reason that we need a contract such as West County, they have a training facility that lets us acquire Facility hours. A facility is defined as 3 or more story training tower, burn building, on at least 2 acres of land. The facility also helps us obtain miscellaneous training. Miscellaneous hours include live fire training. Live fire training requires a designated number of instructors and a tower designed for burning. We also get some of our driver training hours through a closed parking lot driving course through traffic cones at West County.

Currently, there are no other real options available for external training. Most of the larger fire districts have their own training facilities and are large enough to employ personnel that are dedicated almost entirely to training. West County provides these services also to other fire departments and districts such as Affton, Ladue, Frontenac, Rock Hill, Creve Coeur, Lemay, Olivette and Des Peres.

The cost to Glendale is as follows:

2025	\$7,380 (\$615 per uniformed fire services personnel)
2026	\$7,680 (\$640 per)
2027	\$8,040 (\$670 per)

AN ORDINANCE AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL AGREEMENT FOR FIREFIGHTER TRAINING WITH THE WEST COUNTY EMS AND FIRE PROTECTION DISTRICT

WHEREAS, the provisions of Sections 70.210 through 70.320 RSMo empowers municipalities and other political subdivisions to contract and cooperate with each other for a common service; and

WHEREAS, the provisions of Sections 321.220, 321.223 and 321.600 RSMo authorize Missouri fire protection districts to enter into contracts with municipalities for the operation of a common service relating to the control and prevention of fires; and

WHEREAS, personnel training is required of municipal employees within the fire department of the City of Glendale, Missouri (the “City”), to provide the level of service, education and specialized training necessary to provide quality and profession service; and

WHEREAS, West County EMS and Fire Protection District (the “Fire District”) has facilities, training officers and programs available to efficiently and effectively administer specialized training to the uniformed personnel within the City’s fire department; and

WHEREAS, the City of Glendale previously entered into an agreement with the Fire District for specialized education and training on June 17, 2019, and renewed the agreement on January 18, 2022; and

WHEREAS, the City has determined that it is in the best interest of the City for the benefit of the health, welfare and safety of the residents of the City to enter into an intergovernmental agreement with the Fire District where by the Fire District provides necessary training to the City’s uniformed fire personnel; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF GLENDALE, MISSOURI, AS FOLLOWS:

SECTION ONE:

The Board of Aldermen of the City hereby approves the West County EMS and Fire Protection District Training Agreement between the City and the Fire District in substantially the form attached hereto as Exhibit A (the “Intergovernmental Agreement”). The terms of the Intergovernmental Agreement shall be substantially similar to, and no less favorable to the City, than the terms reflected within the attached Intergovernmental Agreement.

SECTION TWO:

The Mayor and other appropriate officers, agents and employees of the City are hereby authorized to execute the Intergovernmental Agreement, in substantially the form attached hereto as Exhibit A, incorporated herein by reference, and to take such further actions and execute and deliver such other documents, certificates, and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance.

SECTION THREE:

In the event any word, words, phrase, phrases, sentence, sentences, paragraph, paragraphs, section, sections contained and appearing in this ordinance, shall be held or declared invalid, unlawful or unconstitutional for any cause or reason, then it is hereby declared that the remaining such portions and provisions of this ordinance shall be and remain unaffected thereby and shall remain in full force and effect.

SECTION FOUR:

This Ordinance shall be in full force and effect from and after its passage and approval.

This Ordinance has been read two times and adopted this __ day of November, 2024.

ATTEST:

Michael A. Wilcox
Mayor

Frank Johnson
City Administrator/City Clerk

Exhibit A

West County EMS and Fire Protection District Training Agreement

AGREEMENT made this ____ day of _____, 2024 by and between WEST COUNTY EMS AND FIRE PROTECTION DISTRICT, a fire protection district and political subdivision organized and existing under the laws of the State of Missouri, hereinafter referred to as “Fire District” and the City of Glendale, Missouri, a fourth-class city organized and existing under the laws of the State of Missouri, hereinafter referred to as “City”.

WITNESSETH:

WHEREAS, the provision of Section 70.210 through 70.320 RSMo. empower municipalities and other political subdivisions to contract and cooperate with each other for a common service; and

WHEREAS, the provisions of Chapter 79 RSMo. authorize the City to maintain a fire department and Section 67.300 RSMo. authorizes the City to provide ambulance service; and

WHEREAS, the provisions of Sections 321.220, 321.223 and 321.600 RSMo. authorize Missouri fire protection districts to enter into contracts with municipalities for the operation of a common service relating to the control and prevention of fires; and

WHEREAS, personnel training is required of municipal employees to provide the level of service, education and specialized training necessary to provide quality and profession service; and

WHEREAS, the Fire District has facilities, training officers and programs available to administer specialized training to the City.

NOW THEREFORE, in consideration of the mutual covenants, promises and conditions hereafter provided, IT IS AGREED by and between the parties hereto as follows:

Section 1. Contract for Service. The City hereby contracts with the Fire District, upon the terms and conditions hereinafter set forth, for the Fire District to provide live fire training and evaluations in the West County fire training facility in accordance with NFPA 1403.

Section 2. Fire District Services Provided

- a) Fire District will provide mutually agreed upon access to the City's fire department for use of the live fire training facility located at 13790 Manchester Road, Manchester, Missouri 63011.
- b) Fire District will schedule and provide 18 hours per calendar year of fire training at the fire training facility for each of the City's three shifts of firefighters. The cumulative training provided to the City's fire department shall be a minimum of 54 hours as provided to the City's three (3) shifts.
- c) Fire District will provide training in accordance with criteria of the National Fire Protection Association (NFPA) 1403.
- d) Fire District will provide training utilizing the appropriate and approved Fire Ground Safety Initiative (FGSI) SOG's/POM.
- e) Fire District will provide the City's liaison with daily attendance records of those participating municipal employees.
- f) The Fire District will continually review training material and techniques and conduct semi-annual evaluation of the training program and curriculum.

Section 3. The City's Responsibilities

- a) Assign at least one liaison officer to administer and oversee the administration and participation of this agreement.
- b) All personnel and municipal employees assigned to the training program shall actively participate in the training evolutions and evaluations.
- c) The City shall maintain records and schedules to ensure City participants of the training program receive the appropriate hours of training as determined by the City.
- d) The City will maintain their own personnel training records.
- e) The City liaison shall attend the semi-annual meeting associated with the agreement and an annual curriculum review.

Section 4. General terms and fees.

The fee for training services as provided in this agreement are as follows:

2025 - Six Hundred Fifteen Dollars (\$615.00)

2026 – Six Hundred Forty Dollars (\$640.00)

2027 – Six Hundred Seventy Dollars (\$670.00)

per uniformed fire service personnel, per year. Administrative uniformed personnel are considered a participant in the program and shall not be included in the fee. The Fire District will invoice the City in March of each year. Payments are due within thirty (30) days.

The City shall maintain all regular employee insurance on all participants in the training program, including, but not limited to workers compensation coverage. The Fire District shall maintain general liability coverage in such amounts no less than one million (\$1,000,000) dollars for personal injury and ten thousand (\$10,000) dollars for medical expense. Insurance coverage shall be applicable to the Fire District as a discharge of its professional duties.

The service agreement shall cover the period of January 1, 2025, through December 31, 2027. This agreement may be terminated without cause by either party at the end of any calendar year during the term of this agreement upon providing 45 days advance written notice to the other party. Upon such termination, the Fire District shall not have any obligation to provide training during subsequent years and the City shall have no further payment obligations hereunder.

The Fire District will not be responsible for the City's personnel training records.

This Agreement constitutes the entire agreement and understanding of the City and the Fire District with respect to the subject matter of this Agreement, and supersedes all offers, negotiations, and other agreements. There are no representations or understandings of any kind not set forth herein. Any amendments to this Agreement must be in writing and executed by the City and the Fire District.

This Agreement shall be construed in accordance with the laws of the State of Missouri.

If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.

This Agreement may be executed in two or more counterparts, all of which shall be considered one and the same agreement and shall become effective when one or more counterparts have been signed by the each of the parties, it being understood that all parties need not sign the same counterpart.

Nothing herein shall be deemed to waive the City's sovereign immunity.

This Agreement shall be deemed to create no third-party beneficiary rights.

Nothing contained in this Agreement shall be construed as creating or establishing a joint venture or partnership between City and the Fire District.

Agreed and approved by the West County EMS & Fire Protection District this ____ day
of _____, 2024.

Joe Beckemeyer, Secretary
Board of Directors

Agreed and approved by the City of Glendale this ____ day of _____,
2027.

Signed

Printed Name & Title



Internal Memorandum

Office of the City Administrator

TO: Honorable Mayor Mike Wilcox
and the Glendale Board of Aldermen

FROM: Frank Johnson, City Administrator

DATE: November 15, 2024

ADMINISTRATION

Communications Coordinator Job Search

- We conducted eight phone interviews this week for Alex’s replacement and will be scheduling four in-person interviews next week with the finalists.

Blueprint Glendale – Comprehensive Plan and Zoning Code Update

- The third Steering Committee meeting has been scheduled for Nov. 25, at which H3 will present the draft future land use plan for feedback from the committee. Following this meeting, H3 will use their comments to finalize the zoning code update with the goal of having a draft ready to present to the Board early next year.

Pet Tags and Licenses

- Admin and police department staff are recommending that the City repeal the requirement for pet tags for dogs and cats owned by residents. With pet microchipping now widespread, the process has become antiquated and generates more work for staff than it is worth. An ordinance to this effect will be on the agenda for the Dec. 2 meeting.

Westborough Country Club

- The City has received preliminary plans from Westborough Country Club for a new entrance on Lockwood Ave. and a new monument sign at the corner of Lockwood and Berry Rd. The club has purchased the Webster Groves Christian Church property at 1320 Lockwood and plan to tear it down to make room for the entrance and additional tennis/pickleball courts. Per Section 400.120 of the municipal code, the plans will be referred to the Plan Commission for review and then to the Board of Aldermen for approval.

POLICE DEPARTMENT

Training

- Chief Beaton and Captain Catlett attended an FBI National Academy meeting in Ballwin on Nov. 7 and the Law Enforcement Officials of Greater St. Louis meeting in Maryland Heights on Nov. 12.
- Chief Beaton attending the St. Louis Are Police Chiefs Association meeting on Nov. 14 in Bridgeton.

Recognition

- Officer Tim Brand was awarded the Glendale Police Department's Chiefs Distinguished Service Award on Nov. 11 for his dedication to traffic safety. Over a one-month period, Officer Brand conducted 105 traffic stops, wrote 85 traffic citations, gave 48 traffic warnings and made two DWI arrests.



Other Activities

1. Chief Beaton volunteered at the Missouri Special Olympics' St. Louis Area Bowling Games in Valley Park and assisted with giving pedals to participating athletes.
2. Chief Beaton attended a [Do The Right Thing](#) ceremony in Maryland Heights, Missouri. The program is designed to recognize and honor young students who make good decisions, do heroic acts and provide service to the community.

FIRE DEPARTMENT

See the attached report for a bi-weekly summary of the department runs as well as the monthly report for October.

PUBLIC WORKS DEPARTMENT

Superintendent Terry Jones will be at the meeting Monday night to answer any questions about current or future projects.

Building Maintenance

- The electrical service line leading to the city's salt storage building was compromised and in need of replacement. This service line is critical to the operation of the department because it provides power to the diesel and calcium chloride pump stations. Crews sought bids for installation of a new 20-amp circuit which came in at \$4,500. Crews evaluated the situation and decided to perform the work in-house which was successfully completed on 11-5 at an overall cost of \$250.
- Bates Electric investigated a lighting issue at City Hall on Nov. 8 and found that the dusk-to-dawn lights on the north side of the building are not turning off during daylight hours. Inspection results are pending.

- The water heater in the Public Works building is not operating and appears to be leaking. On Nov. 8, J.E. Redington Plumbing inspected the heater and determined it requires replacement. Redington replaced the water heater on Nov. 13.
- Following approval by the Board, the City awarded a contract to Seliga Heating and Cooling for the replacement of the HVAC system at the Public Works complex. Seliga plans to perform the work in approximately 2 weeks.
- On Nov. 7, crews filled a 20-yard dumpster with vegetative debris collected from recent tree removals. The dumpster will be hauled away by the city's waste hauler.

E. Essex Ave. STP Project, Phase 1

- On Nov. 6, city staff developed a page on the city's website dedicated to the project and a QR code linking to the page. The code was added to a resident notification letter, which was mailed to residents on Nov. 11. Crews also posted yard signs along the corridor with the QR code. Construction is scheduled to begin Dec 10.

E. Essex Ave. STP Project, Phase 2

- On Nov. 8, the city authorized Lochmueller Group to apply for federal aid through the East-West Gateway Council of Governments for reconstruction of E. Essex Ave between N. Sappington Rd and Devon Rd. This will be the second attempt by the city to acquire funding for this phase of the project. The application deadline is Feb 4, 2025. EWG typically announces selections in August.

Equipment Maintenance

- The City's skid steer was sounding an alarm indicating the Diesel Particulate Filter (DPF) needed maintenance. A bid was sought from the local Case dealer, Luby Equipment, who provided a bid of \$9,500 to perform the work. Facing a costly repair, crews evaluated the situation and decided to attempt the repair in-house. Over the course, Nov 5-7, crews successfully completed the work at an overall cost less than \$100.
- On 11-7, crews replaced the calcium chloride pump at the Public Works complex.

Fleet Maintenance

- Knapheide Truck is in the process of constructing the new 2 1/2 -ton dump truck for the city. This work includes removal and refurbishment of the dump body from the dump truck that is being replaced, and then installation of the refurbished body onto the new dump truck. The refurbishment requires hauling of the dump body from Knapheide Truck in St. Peters to a large sandblasting company in Wentzville.
- At the time the Contract was issued to Knapheide Truck, the city agreed to haul the dump body back and forth. On Nov. 11-12, crews spent the day traveling to St. Peters and Wentzville to load, haul, and unload the dump body at these locations. When the sandblasting work is complete in approximately two weeks, crews will perform this work again in reverse order.

Leaf Cleanup

- On Nov. 8, crews removed piles of fallen leaves from portions of Wingfield Rd., Flower Hill Dr., and Bismark Ave.

- Crews removed fallen leaves from the roadway adjacent to ROW sections along portions of Bismark Ave, Flower Hill Dr, and Wingfield Rd. on Nov. 11 and Nov. 13.

Maintenance Worker Hire

- On Nov. 14, a conditional offer of employment was extended to a potential new employee to fill the open Maintenance Worker 1 position in the Public Works Department. This person is scheduled for a pre-employment medical exam and drug screening on Nov. 18. If clear, then a formal offer of employment will be extended.

Sappington Rd. STP Project

- The City received approval from MoDOT on Nov. 6 to begin ROW negotiations. Lochmueller has already provided the city with a ROW Acquisition Contract and will be supplying the city with an estimated cost for ROW acquisitions. Once received, staff will request approval from the Board at an upcoming meeting.

Sewer Lateral Repair Program

- On Nov. 12, Tope Plumbing performed scheduled repairs to the sewer lateral line at 811 Yosemite Dr.
- An inspection of the sewer lateral line at 800 Oakway Pl. was performed on Nov. 15. Inspection results are pending.
- An inspection of the sewer lateral line at 439 N. Sappington Rd. was performed on Nov. 11. The sewer line was cleared of debris that was causing backups and then inspected. No breaks were found, and no further actions will be taken at this location. The resident will receive an invoice from the city for the cost of the work performed.

Street Maintenance

- On Nov. 7, crews traversed nearly every street in Glendale stopping along the route to fill potholes with temporary asphalt patching material. This work will continue into the following week.

REMINDERS/UPCOMING EVENTS

Board of Aldermen Meeting	Monday, November 18, 7 p.m.
Blueprint Glendale Steering Committee	Monday, November 25, 6:30 p.m.
Thanksgiving Holiday (Cit Hall Closed)	Thursday-Friday, November 28-29
Board of Aldermen Meeting	Monday, December 2, 7 p.m.
Boards and Commissions Holiday Party	Tuesday, December 17, 7 p.m.