

MEMORANDUM



CITY COUNCIL

CITY OF BERKELEY – ECONOMIC DEVELOPMENT DIVISION

"Preserve and improve the health, safety, and welfare of our citizens, businesses and the general public in the City of Berkeley" while at the same time maintaining property values and improving the quality of life in the City of Berkeley."

TO: Planning & Zoning Commission
FROM: Joanna Campbell
Public Works Secretary
THROUGH: Economic Development Department
DATE: September 23, 2025
cc: City Manager's Office
City Clerk's Office
Public Works Secretary
Applicant
File

SUBJECT: HOTEL LOCATED AT 9600 NATURAL BRIDGE. (WARD 5)

PLAN COMMISSION REPORT CASE NUMBER PZ25-07

I. PROJECT DESCRIPTION:

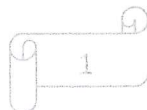
This request comes before the Commission from the owners of the 9600 Natural Bridge Hotel. The hotel is in the process of attempting to acquire a brand in order to complete renovations per brand specifications. Temporary Commercial Occupancy Permit on 05/16/25 and expires on 07/16/25. Currently the hotel is operating the Lobby, 4th Floor, 5th Floor, and 6th Floor.

II. EXISTING SITE CONDITIONS:

The existing property has been kept in relatively good condition. Not all floors are renovated, but those floors are not occupied and the temporary commercial occupancy permit does not cover them either. (SEE PHOTOS ATTACHED TO SUP APPLICATION)

III. SURROUNDING PROPERTIES:

Property is currently zoned as "C-2" General Commercial District and all surrounding properties are zoned the same.



39 **IV. ORDINANCE CONDITIONS:**

- 40
- 41 1. In accordance with Chapter 200, Title II, Public Health, Safety, and Welfare, Section 265
- 42 business, commercial entity, and/or commercial property has both interior and exterior
- 43 cameras.

44 ANSWER: Yes

45

- 46 2. The compatibility with surrounding uses and compatibility with the surrounding
- 47 neighborhood.

48 ANSWER: Business is deemed compatible.

49

- 50 3. The comparative site, floor area and mass of the proposed structure in relationship to
- 51 adjacent structures and buildings in the surrounding properties and neighborhood.

52 ANSWER: Business is deemed compatible.

53

- 54 4. The frequency and duration of various indoor and outdoor activities and special events and
- 55 the impact of these activities on the surrounding area.

56 ANSWER: The business is located in the Natural Bridge Corridor which is designed

57 for frequent in and out traffic so, this use will not have a significant impact on the

58 surrounding area.

59

- 60 5. The number of transit movements generated by the proposed use and relationship to the
- 61 amount of traffic on abutting streets and on minor streets in the surrounding neighborhood,
- 62 not in terms of the street's capacity to absorb the additional traffic, but rather in terms of
- 63 any significant increase in hourly or daily traffic levels.

64 ANSWER: The impact on traffic should be minimal as the Natural Bridge Corridor is

65 already busy.

66

- 67 6. The capacity of adjacent streets to handle increased traffic in terms of traffic volume.

68 ANSWER: The impact on traffic should be minimal as the Natural Bridge Corridor is

69 already busy.

70

- 71 7. The added noise level created by activities associated with the proposed use and the
- 72 impact of the ambient noise level of the surrounding area and neighborhood.

73 ANSWER: No significant increase in noise is expected.

74

- 75 8. In commercial districts, the negative impact on the economic viability of the commercial
- 76 area of businesses with poor appearance due to type of goods or services offered; limited
- 77 business hours or other evidence of limited use of building for commercial purposes; and
- 78 interruption of the continuity of retail sales uses and walk-in customers in commercial
- 79 areas predominately oriented to retail sales.

80 ANSWER: As this business is of similar uses as the surrounding businesses, the type

81 of use should not inherently a negative impact. It is up to the Applicant to

82 demonstrate their past experience in this type of business and show that this

83 specific Application is a benefit to the community.

84

- 85 9. The requirements for public services where the demands of the proposed use is in excess of
86 the individual demand of adjacent land uses in terms of Police and fire protection, the
87 presence of any potential or real fire hazards created by the proposed use.

88 ANSWER: There should be no increase in use of public services from this use.
89

- 90 10. The general appearance of the neighborhood will not be adversely affected by the location
91 of the proposed use on the parcel, nor will the materials used in the construction of the
92 proposed buildings of the special use be greatly dissimilar, or that the general architecture
93 of the building stand out or create a visual problem within the neighborhood.

94 ANSWER: As this business is of similar uses as the surrounding businesses, the type
95 of use should not inherently a negative impact. It is up to the Applicant to
96 demonstrate their past experience in this type of business and show that this
97 specific Application is a benefit to the community.
98

- 99 11. The impact of night lighting in terms of intensity and duration and frequency of use as it
100 impacts adjacent properties and in terms of presence in the neighborhood.

101 ANSWER: There will be no change in night lighting.
102

- 103 12. The impact of the landscaping of the proposed use in terms of maintained landscaped
104 areas versus areas to remain in a natural state, openness of landscape versus the use of
105 buffers and screens.

106 ANSWER: The lot is fully paved, and the Applicant is a tenant, and not the property
107 owner, there is no impact to landscaping, or new landscaping expected.
108

- 109 13. The impact of a significant amount of hard-surfaced areas for buildings, sidewalks, drives,
110 parking areas, and service areas in terms of noise transfer, water runoff and heat
111 generation.

112 ANSWER: Very low impact. Significantly no change.
113

- 114 14. The potential for the proposed use to remain in existence for a reasonable period of time
115 and not become vacant, or unused. Consideration should also be given to unusual single
116 purpose structures or components of a more temporary nature.

117 ANSWER: Business is located in a prime location. Applicant when initially
118 interviewed appears to have the best intentions to keep business operational. There
119 are zero businesses that are of similar type of restaurant within a visible radius
120 giving likelihood of long-term success due to low competition.
121

- 122 15. In the case of any antenna, any interference with a neighbor's vision, appearance or
123 utilization of their property.

124 ANSWER: N/A
125

- 126 16. In addition to any other requirements, all requirements outlined in FCC Ruling PRB-1 shall
127 be met for any amateur radio towers and/or antennas. Due to the City's closeness to the St.
128 Louis International Airport, any applicant shall provide a letter from the Airport Commission
129 or the FAA stating that the proposed radio tower, antenna or wave length will not interfere
130 with Airport operations and/or communications.

131 ANSWER: N/A
132

V. PLAN COMMISSION CONDITIONS:

1. The proposed names on the Special Use Permit shall be **Pandey Hotel St. Louis, LLC.**
2. The proposed name of business shall be **St. Louis Airport Hotel.**
3. **Required to give a monthly report by the end of each month to the City Manager and Public Works secretary immediately upon approval of their Special Use Permit.**
4. **Required to provide a brand decision and status of St. Louis County Real Estate Taxes paid by October 22, 2025.**
5. Hours of Operation shall be 24/7.
6. Unless noted as a non-conforming condition or noted herein, building and site shall comply with all applicable health, safety, building and sign code standards as required by the City of Berkeley.
7. The building, lot, yard, and landscaped areas shall be maintained and kept free and clear of any debris or trash.
8. The owner/operator of this facility need to possess a current State of Missouri Certification. A copy of which should be provided to the city.
9. A sign permit is required for banners, pennants, festoons, human sign, searchlights are prohibited. Business signage shall be limited to no more than 10% of window space.
10. No banners, balloons, flags, festoons, snipe signs, or directional signs are to be in the Public Right of Way.
11. No metal bars, mesh, or other durable material shall be installed over any portion of the frontage window or frontage opening in commercial buildings.
12. The exterior area shall be maintained and kept free and clear of any debris or trash or weeks.
13. Buildings and site conditions in need of repair shall be repaired or replaced per the approval of the Building Commissioner.
14. The building, lot, landscaping, and yard areas shall be maintained and kept free and clear of any debris, trash, or weeds including maintenance of all landscaped areas.
15. Only 10% of windows space shall be used for window signage. The petitioner will be permitted exterior signage as per the City's sign code.
16. The premise shall be subject to adherence to City of Berkeley annual fire inspections and life safety plans.

- 180
- 181 17. All required inspections by the City are required before issuance of occupancy permit or
- 182 business license will be issued.
- 183
- 184 18. The interior will be thoroughly inspected by City's Building Commissioner and Fire
- 185 Department, and any and all other jurisdictions, if applicable. All permits that are required
- 186 by any of said mention must be received. Once, all required inspections are completed;
- 187 apply for all necessary building/occupancy & fire safety permits from the City of Berkeley,
- 188 and other jurisdictions, after obtaining City Council's approval on this Special Use Permit.
- 189 Commercial Occupancy permit and Business License is required and shall be posted at all
- 190 times.
- 191
- 192 19. In granting such special use permits, the City Council may provide that the permit be valid
- 193 for a limited period of time not to exceed ten (10) years. Upon expiration of the time limit
- 194 specified in the permit, the holder of the permit may request the permit be reviewed by the
- 195 City Council, and the City Council may extend it for another limited period of time not to
- 196 exceed ten (10) years. The City Council shall provide that the permit be exclusive only for
- 197 the holder and non-transferable. **At this time the Planning Commission is**
- 198 **recommending that the Council grant the Special Use Permit to applicant for a period**
- 199 **of no more than two (2) years before renewal.**
- 200
- 201 20. The Special Use Permit will be revoked if for any reason the applicant ceases operations
- 202 and closes its doors to the public for a period of six (6) months or more, and not complying
- 203 with the City's Special Use Permit. The Special Use Permit shall not be assigned, or sold, or
- 204 conveyed, or operated by another without prior approval by the City Council and occupancy
- 205 permit, building permit or business license shall be issued to such assignee until such
- 206 approves is secured.
- 207
- 208 21. Any violations can be a reason for the City to revoke this permit, according to the City's
- 209 current regulations. To occupy the building and facilities the applicant must comply with all
- 210 the applicable rules and regulations pertaining to health and safety for vehicular and
- 211 pedestrian traffic, zoning, building, sign codes, fire and safety protection standards as
- 212 required by the City Fire Department, City of Berkeley, St. Louis County, State of Missouri,
- 213 and Federal rules and regulations.
- 214
- 215 22. Prior to issuance of an Occupancy Inspection and Permits, the above noted conditions, the
- 216 conditions as described in the attached Report, and the inspections as part of the normal
- 217 occupancy permit process shall be met, and as approved by the City Council. This Special
- 218 Use Permit takes effect upon the approval by City Council.
- 219
- 220 23. Must fill out and file the following with the City's Business Office/Finance Department
- 221 where applicable: Business Owner Information Sheet, Miscellaneous Service Occupation
- 222 License, Manufacturer's License, Merchant's License, Sign License, Vending Machine
- 223 License, Liquor License, and/or any other Licenses that apply.
- 224
- 225 24. Commercial occupancy and business license are required from the City of Berkeley.
- 226 Occupancy Permit and Business License shall be posted at all times. Planning Commission

shall require that business owner take no more than six (6) months to obtain an occupancy permit.

25. The City Council may, in accordance with Section 400.580, institute a rezoning. The City Council, after a public hearing, may revoke a special use permit for failure of compliance with regulations and restrictions of this Chapter or the requirements of the special use permit.

26. If the City Council determines that the public health, welfare, and safety are adequately protected in view of the foregoing criteria, then the special use permit shall be granted; but if it is negative as to any of such paragraphs, then the special use permit shall be denied.

27. No part of the business or property shall be rented or leased to outside parties other than what was described by Special Use Permit applicant. Business owner shall submit to quarterly inspections from the Planning Commission to ensure compliance with all City regulations as well as the terms and conditions of this report.

28. Upon the permanent closing of the business, business owner must remove all signage and leave property condition free of trash, debris, boxes, etc. both inside and out.

VI. STAFF ANALYSIS:

The applicant has remained compliant with the process.

A Fire Inspection was completed on 9/17/2025 that failed. The applicant has 30 days to complete all items to obtain a passed inspection.

(SEE INSPECTION REPORT)

Business does not propose any significant risk of noise violations and is compliant with current zoning regulations.

VII. PLAN COMMISSION RECOMMENDATIONS:

Recommends approval with conditions.



PLANNING & DEVELOPMENT APPLICATION

(Please check all that apply)

INITIAL FEE: \$350 (non-refundable)

☐ Preliminary (Plats)	☒ Special Use Permit
☐ Re-Approval (Plats)	☐ Zoning Change
☐ Amending (Plats)	☐ Resubdivision/Reconsolidation
☐ Site Plan	☐ Business Name/Ownership Change
☐ Lot Consolidation	☐ Variance (Land Use)
☐ Street Name (New, Change)	☐ Variance (Building Code)
☐ Street Vacation	☐ Liquor/Lottery/Financials (Money Grams/Order)
☐ Medical Marijuana (Dispensary)	☐ Medical Marijuana (Grow Facility)
☐ Medical Marijuana (Researching/Testing)	☐ Building Code Appeal
☐ Food Truck - SUP \$100.00 (City Events Only)	☐ Food Truck - Fire Inspection \$75.00
☐ Food Truck Business License \$75.00	☐ Other

REQUIREMENTS:

1. Prepare one (1) legible set of drawings and one (1) PDF High Resolution copy on a USB drive detailing interior & exterior of property.
2. Submit a completed application three (3) weeks prior to Plan Commission Meeting.
3. **DO NOT** destroy, tear down or remodel proposed business structure until 'FINAL' approval by City Council.
4. If you do not submit your application in a timely manner your request will be considered on the next meeting date.

APPLICANT(S) LEGAL NAME(S): Pandey Hotel St Louis LLC

APPLICANT IS (check one): OWNER ☒ AGENT ☐ PURCHASER OF CONTRACT ☐ TENANT ☐

APPLICANT(S) ADDRESS:

Street

City

State

Zin

PHONE: , _____

EMAIL: _____

LOCATION OF PROPOSED USE

STREET ADDRESS: 9600 Natural Bridge Rd, St Louis MO 63134

LEGAL DESCRIPTION: Multi-story lodging facility

PRESENT ZONING DISTRICT: C-2

PROPOSED ZONING DISTRICT (IF APPLICABLE): _____

PROPERTY IS PRESENTLY BEING USED AS FOLLOWS: Lodging

PROPERTY TO BE USED FOR (TYPE OF BUSINESS): Lodging

DAYS & HOURS OF OPERATION ETC: 24/7 hotel

PROPOSED NAME OF BUSINESS: St Louis Airport Hotel

APPROXIMATE SIZE OF TRACT: ACRES 3.27

SQ. FT. OF SPACE (UNDER ROOF) 114,115



IF APPLICANT IS NOT OWNER:

OWNER(S) NAME: same as applicant

OWNER(S) ADDRESS: _____
STREET
CITY STATE ZIP

PHONE: (____) ____ - ____ EMAIL: _____

I HAVE AUTHORITY TO ACT ON BEHALF OF THE OWNER:

Ma
Applicant(s) Signature

By signing this application, the owner(s) and applicant(s) attest that all information and facts provided on this form and attachments are complete and accurate and that any omission or incorrect fact or information may invalidate any notice or subsequent action taken by the City of Berkeley Board of Adjustments, City of Berkeley Planning & Zoning Commission. (All applicants and owners shall sign the application. Attach additional name/address/signature/date pages as needed.)

Applicant(s) signature: Ma Date: 5 / 26 / 2025

Owner(s) Signature: Ma Date: 5 / 26 / 2025

OFFICE USE ONLY

All items necessary for a technical review of the proposed special use permit plan have been submitted and constitute a COMPLETE APPLICATION.

Staff Signature: St Campbell Date: 6 / 3 / 2025
Date Paid: 6 / 2 / 2025 ☐ Cash ☐ Check ☐ Money Order ☒ Debit/Credit
Receipt No: 73021 Case No: online



DESCRIPTION AND EXPLANATION OF PROPOSED PROJECT:

This application is to reopen the 90-room hotel that has previously operated at this location.

Documents, drawings, site plans, etc on file with City of Berkeley

Receipt: 73021

06/03/25

Cashier: PERMITTING

Received Of: MICHAEL SHELTON

9600 NATURAL BRIDGE
BERKELEY MO 63134

The sum of: 350.00

Description
:

SUP

SPECIAL USE PERMITS

01-04-4912

350.00

350.00

Total

350.00

TENDERED:

ONLINE CREDIT 3083

350.00

Signed: _____

Site Photographs – 9600 Natural Bridge





Taxes Are Due

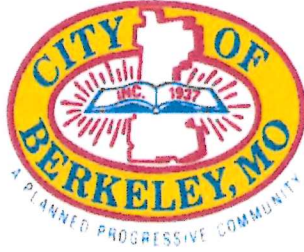
Effective 3/1/2022

Tax Year: 2022
Locator Number: 138520278
Owner Name: Pandey Hotel St Louis LLC
Property Location: 9600 Natural Bridge Rd
Subdivision:
Block Number:
Lot Number:
School Sub Code: 0151
Legal Description: Survey 49-46-6 Loc 145111-11 Brown Ed
Assessed Value: The 2022 assessed value will not be available until the end of May 2022

Real Estate Taxes Due

Locator Number: 138520278

Tax Year	Taxes	Interest	Penalties	Sewer Lateral Fee	Amount Due
2021	\$19,434.24	\$9,741.25	\$3,441.91	\$0.00	\$32,617.40
2020	\$199,589.26	\$47,969.41	\$4,949.82	\$0.00	\$252,448.51
2019	\$199,877.25	\$50,488.46	\$5,420.92	\$0.00	\$255,486.63
Total Amount Due					\$704,444.50



8425 Airport Road Berkeley, MO 63134
(314) 524- 3313 Fax (314) 264-2074

Occupancy Permit - Commercial

Permit Number 20250432

Date Issued 05/16/2025

This is to certify that permission was granted on the above date to PANDEY HOTEL ST LOUIS LLC

To occupy the structure location at 9600 NATURAL BRIDGE RD

Doing business as ST. LOUIS AIRPORT HOTEL

To be used solely for the purpose of HOTEL: TEMPORARY OCCUPANCY PERMIT FOR 60 DAYS EXPIRATION DATE: JULY 16, 2025

Permitted Use

Sq.Ft. 460000 Ward 5

Resolution No. N/A Ordinance No. N/A

Building Inspection Approved: 07/31/2023

Fire Inspection Approved: 06/26/2023

Building Inspector Fire Marshall Public Works

Notice: Use of property for any purpose other than authorized above, constitutes a violation of chapter 400 of the municipal code of the City of Berkeley, Missouri. This permit does not take the place of any license required by law and is not transferable, any changes in the use or occupancy of premises shall require a new permit.

THIS NOTICE MUST BE POSTED ON THE PREMISES AT ALL TIMES

.....
CUT HERE