



## **MEETING MINUTES**

### **City of Berkeley City Plan Commission**

**Wednesday, November 8, 2023**

**1:00 P.M.**

Virtual Zoom Meeting, 8425 Airport Road, St. Louis, MO 63134

Note: The agenda for this meeting was posted and is in compliance with the Open Meetings Law.

Members Present: Kevin Spraggins, Mayor Deinbo, Carolyn Crimes, DeBorah White

Staff present: Elliot Liebson-Director of Planning & Economic Development, Col. Art Jackson-Police Chief, Joanna Campbell-Public Works Secretary, Dalton Mertens-Economic Development Coordinator

---

### **CALL TO ORDER / DECLARATION OF QUORUM**

The Plan Commission members met in a virtual setting on Wednesday, November 8, 2023; Chairman Spraggins called the meeting to order at 1:01 pm. Quorum was established.

### **MINUTES**

Approval of September 27, 2023 City Plan Special Meeting Minutes.

Chairman Spraggins made the **MOTION** to approve the minutes. Commissioner White **SECONDED** the motion. A voice vote was taken, and the minutes were unanimously *approved* with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

### **PUBLIC COMMENT:**

None

### **OLD BUSINESS**

None

### **NEW BUSINESS:**

#### **Case # 23-22 – Brownleigh (Boeing) Tract Lot Consolidation**

Chairman Spraggins brought forth Case 23-22. Sinan Alpaslan was present for the case. Director of Planning & Economic Development Elliot Liebson presented the case stating that Boeing was needing consolidate 68 parcels in the tract to build the proposed manufacturing facility. St. Louis County shows the site divided into eight (8) parcels, but this is incorrect. There will be no changes to the Site Development Plan because of this lot consolidation. This was to help to eliminate issues with ownership. Mr. Alpaslan stated that they were working on areas south of Scudder Road to create access to the site. The road configuration will remain the same. The project will be completed in two phases with the start date of December 2023 and scheduled to be completed in 2026.

Chairman Spraggins made the **MOTION** to recommend Case 23-22 to the City Council. Commissioner White **SECONDED** the motion. A voice vote was taken, and the motion was unanimously *approved* with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

## PLAN COMMISSION MEETING MINUTES OF NOVEMBER 8, 2023

---

### **Case # 23-23 – Special Use Permit for 8620 Frost Avenue**

Chairman Spraggins brought forth Case 23-20. Franchett Swopes was present as the applicant and stated she had purchased the property approximately 30 days previously. Applicant is wanting to open a sit-in and carry-out café which serves brunch/breakfast and lunch, and to accommodate 15-20 people if occupancy allows. She is wanting to do some renovations by removing a wall to add seating space and improving the overall property. She is looking to add a gate access to the rear of the property. She has also been cleaning the property from trash and debris. The name of the business will be HK's Café & Bistro. If security is necessary, then it will be accommodated. Commission stated that the nearby apartments could pose an issue with security. Police Chief Art Jackson verified that the applicant was keeping the property clean. The Police Department will continue to do its due diligence to enforce Crime Free Housing with the apartments near to this property as well as the situation with the unhoused population that frequents that area. The number one priority of the Police Department and the applicant is the safety of the residents and customers. Hours of operation will be 7:00 AM – 9:00 PM seven days a week. Chairman stated that due to the high traffic area, the exterior will need to be made and that security cameras are required per the City's Ordinance, and that the special use conditions set would need to be followed.

Chairman Spraggins made the **MOTION** to recommend Case 23-23 to the City Council. Commissioner Crimes **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

### **Case # 23-24 – Special Use Permit for 8529 Airport Road**

Chairman Spraggins brought forth Case 23-20. Halo Mtu was present as the applicant and stated she was wanting to move her business to this location for the better location and expansion. She is wanting to add more booths for rental. This business would be just for eyelashes and makeup. Commission brought up the issue if a license is required for this type of business. Mr. Liebson stated he would look into it, but proposed an amendment to Condition #5 to ensure that if a license is necessary, the applicant would need to obtain one. Hours of operation would be 9:00 AM – 7:00 PM Monday through Sunday. Applicant will install a security system.

Chairman Spraggins made the **MOTION** to amend Condition #5 to read, *"The owner/operator of this facility needs to possess a current State of Missouri Certification and/or License as necessary. A copy of which should be provided to the city."* Commissioner White **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

Chairman Spraggins made the **MOTION** to amend Condition #1 to read, *"Hours of Operation shall be 9:00 AM – 7:00 PM, Monday through Sunday."* Mayor Deinbo **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

Chairman Spraggins made the **MOTION** to recommend Case 23-24 to the City Council. Commissioner Crimes **SECONDED** the motion. A voice vote was taken, and the motion was unanimously **approved** with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

### **OTHER BUSINESS**

None

## PLAN COMMISSION MEETING MINUTES OF NOVEMBER 8, 2023

---

### **CONCLUDED**

The next regularly scheduled meeting of the City Plan Commission is held on **WEDNESDAY, DECEMBER 13, 2023 AT 1:00 PM.**

### **ADJOURNMENT**

No further business came before the Commission. Chairman Spraggins made the **MOTION** to adjourn. Mayor Deinbo **SECONDED** the motion. A voice vote was taken, and the motion was unanimously *approved* with a voice vote 4:0; Spraggins, Deinbo, Crimes, White.

Chairman Spraggins adjourned the meeting at 2:15 PM.

---

Respectfully submitted by:  
Joanna Campbell, Public Works Secretary  
Recording Secretary

---

Approved for submittal by:  
Kevin Spraggins  
Chairman