



**PLANNING AND ZONING COMMISSION
MEETING
1 GOVERNMENT CTR, BALLWIN, MO 63011
MONDAY, AUGUST 05, 2024 at 7:00 PM**

AGENDA

- 1. Call to Order**
- 2. Approval of Minutes**
 - a. Minutes of the July 1, 2024 Planning & Zoning Commission Meeting
- 3. Agenda Items**
 - a. SUE 24-06 - Petition for a Special Use Exception for a restaurant with front yard parking at 15575 & 15577 Manchester Road
- 4. Adjourn**

***NOTE:** Due to ongoing City business, all meeting agendas should be considered tentative. Additional issues may be introduced during the course of the meeting.*

***ADA NOTICE:** Residents of Ballwin are afforded an equal opportunity to participate in the programs and services of the City of Ballwin regardless of race, color, religion, sex, age, disability, familial status, national origin or political affiliation. If one requires an accommodation, please call (636) 227-8580 V or (636) 527-9200 TDD or 1-800-735-2466 (Relay Missouri) no later than 5:00 p.m. on the third business day preceding the hearing. Offices are open between 8:00 a.m. and 5:00 p.m. Monday through Friday.*



THE MINUTES ARE PREPARED IN SUMMARY TO REFLECT THE OVERALL DISCUSSIONS, NOT VERBATIM QUOTES.

The meeting was called to order by Chairman Grant Alexander at 7:00 p.m.

ROLL CALL

Present

- Alderman David Siegel
Chairman Grant Alexander
Commissioner Derek Beiter
Commissioner Victoria Winfrey
Commissioner Zach Carter
Commissioner Scott Brinker
City Attorney Robert Jones
City Planner Lynn Sprick

Absent

- Mayor Tim Pogue
Commissioner Janet Carr
Commissioner Bill Hinds
Commissioner Michael Swain

MINUTES

The minutes from the June 3, 2024 Planning & Zoning Commission Meeting were submitted for approval. A motion to approve as submitted was made by Alderman Siegel and seconded by Commissioner Beiter. The motion was approved unanimously.

AGENDA ITEMS

SUB-24-05 Petition for a Special Use Exception for a restaurant with front yard parking at 15005 Manchester Road

Lynn Sprick summarized the Petition. Jared Kane (for the Petitioner) spoke. Chairman Alexander asked for an overview of the business. Jared Kane said there will be seven (7) tables with fourteen (14) seats, with business hours 10am-9pm, serving lunch and dinner. Commissioner Siegel asked if the business will use delivery services. Jared Kane answered yes. Commissioner Siegel asked how many existing restaurants are in the development. Lynn Sprick answered there are three (3) existing, Jersey Mike's would be the fourth. Commissioner Winfrey asked the number of employees. Jared Kane answered twelve to twenty (12-20) total with a maximum of eight (8) people per shift.



Meeting Minutes

July 1, 2024 7:00 PM

1 GOVERNMENT CTR. BALLWIN, MO 63011

Chairman Alexander asked what the parking requirement is for this business. Lynn Sprick answered one (1) space is required per two hundred (200) square feet of floor area.

Alderman Siegel asked how many storefronts are vacant in the development. Lynn Sprick answered she believes it will be fully occupied with the addition of Jersey Mike's.

There was discussion about traffic on Holloway, entering and exiting the development.

Chairman Alexander opened the public hearing. Noone came forward to speak in favor or opposition of the Petition. Chairman Alexander closed the public hearing.

Chairman Alexander motioned to recommend approval of the Special Use Exception. Commissioner Beiter seconded the motion, which was approved unanimously.

There was discussion regarding the responsibilities of a Planning & Zoning Commissioner.

Chairman Alexander motioned to adjourn the meeting.

Commissioner Beiter seconded the motion and the meeting adjourned at 7:23 p.m.

DRAFT



SPECIAL USE EXCEPTION PETITION

CITY OF BALLWIN	}	FEE:	with site plan review	\$ 1,500.00
	}		without site plan review	\$ 750.00
COUNTY OF ST. LOUIS	}	PAID:	<u>pd</u>	
STATE OF MISSOURI	}	NUMBER:	<u>SUE-24-06</u>	

TO THE BOARD OF ALDERMEN
CITY OF BALLWIN

Type of Special Use Exception: Restaurant

Code Section under which petition is being filed: Article XIV

Now comes (*print name of Petitioner*) _____
and states to the Board of Aldermen:

I. That he, she, it, they, has (have) the following legal interest in the tract of land and/or premises located within the corporate limits of Ballwin, Missouri, described in Section II of this petition.

A. State Legal Interest: Tenant

B. Documentation of Legal Interest must accompany this petition.

II. That the legal description of the property/premises, for which a Special Use Exception is desired, is enclosed.

III. That a survey or drawing of the property/premises, for which a Special Use Exception is requested, is enclosed, and said drawing is to a scale of 100 feet or less to the inch.

IV. That the street address of said property is: 15575, 15577 Manchester rd.

V. That the area (acres or square feet) of said property is: 3,150 sqft

VI. That the zoning classification of said property is: C-1

VII. That the present use of said property is: Vacant

VIII. That the intended use of said property is: Dessert Shop

IX. That the proposed Special Use Exception does not violate any private deed restrictions on said property.

X. That all information provided herein is true and a statement of fact.

I, the Petitioner, do hereby request an Ordinance of the Board of Aldermen approving and granting the herein described Special Use Exception.

PETITIONER: Mohammad Ayyash, omar Ayyash.

AUTHORIZED SIGNATURE: [Signature]

AUTHORIZED SIGNATURE (PRINTED): Mohammad Ayyash, omar Ayyash

ADDRESS: 3213 Forest Lane Ct.

CITY/STATE/ZIP: Saint Louis, MO, 63129

TELEPHONE NO. 314-680-4762

I, (print name of Petitioner) _____, do hereby designate _____ as my agent for purposes of presenting this petition, negotiating with the City of Ballwin on all issues relative to this petition, and corresponding and communicating with representatives of the City of Ballwin relative to this petition.

AGENT'S SIGNATURE: _____

AGENT'S NAME (PRINTED): _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE NO. _____

Subscribed and sworn before me this 14 day of June, 2024.

[Signature]
Notary Public

Megan Laura Freeman

My Commission Expires
11/15/2026





Petition Number: SUE-24-06

Public Hearing Date: August 5, 2024

Petitioner: Mohammad & Omar Ayyash
3213 Forest Lane Court
St Louis, Missouri 63129

Project Name: Melt n Dip

Requested Action: Special Use Exception for a restaurant with front yard parking
[per Appendix A, Article XIV, Section 1 (14) & (20)]

Location: 15575 & 15577 Manchester Road

Existing Zoning: C-1 Commercial District

Surrounding Zoning: North - C-1 Commercial District
East - C-1 Commercial District (MRD Overlay)
South & West - Ellisville City Limits, C-3 Commercial

Project Description: Restaurant with front yard parking



Figure 1 - Aerial view of the site and surrounding properties. Source: St Louis County



Figure 2 - Street view of the development. The proposed restaurant location is indicated by a red arrow.



Project description:

This Petition is for a Special Use Exception for the establishment of a restaurant with front yard parking at 15575 & 15577 Manchester Road. The property is located on the northwest corner of Manchester Road and Highview Drive in a commercial development known as Farber Center. The property is currently zoned C-1 Commercial District. The properties to the north and east are also zoned C-1 (in addition, the property to the east has a MRD overlay), the properties to the south and west are zoned C-3 and are inside of Ellisville's City Limits. The Petitioner plans to open a restaurant franchise known as Melt n Dip, specializing in desserts. The proposed floor plan includes a total of forty (40) seats inside the 2,976 square foot space. No outdoor seating is proposed at this time.

Staff analysis:

This Petition is for a Special Use Exception for a restaurant with front yard parking at 15575 & 15577 Manchester Road. The basis for this request is outlined in Appendix A, Article XIV, Section 1(20), which permits restaurants as a special use exception. This Petition meets the specified zoning requirements for a special use exception. In addition, a special use exception is necessary for the implementation of front yard parking along public right of way. This requirement is specified in Appendix A, Article XIV, Section 1(14), which dictates that parking within any front yard is subject to special use exception approval. This regulation applies to all allowed uses in the C-1, C-3, PA and S-1 districts, as well as for all nonresidential uses in the R-1A, R-1, R-2, R-3, R-4, R-5 and PSD Districts.

The proposed restaurant would be located in an existing development, known as Farber Center. The spaces were occupied most recently by a barber shop and an AT&T store. No exterior or site changes, with the exception of signage, are proposed at this time.

When reviewing a Special Use Exception, the Planning & Zoning Commission and Board of Aldermen shall determine whether such exception:

- a. Will substantially increase traffic hazards or congestion.

A new tenant in this existing development will naturally result in an increase in traffic. However, it's important to note that the spaces are currently vacant within an already approved development.

The development originally satisfied parking requirements during its construction phase and is now recognized as an existing, legally non-conforming aspect of the site.



b. Will adversely affect the character of the neighborhood.

The proposed development should not adversely affect the character of the neighborhood. It is situated within an established commercial area designated as commercial in the City's Comprehensive Plan.

c. Will adversely affect the general welfare of the community.

The proposed development should not adversely affect the welfare of the community.

d. Will overtax public utilities.

The proposed development should not overtax public utilities.

e. Will adversely affect public safety and health.

The proposed development should not adversely affect public safety and health.

f. Is consistent with good planning practice.

The proposed development would meet all current special use exception requirements and is consistent with good planning practice.

g. Can be operated in a manner that is not detrimental to the permitted developments and uses in the district.

The proposed development should not be detrimental to the permitted developments and uses in the district.

h. Can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area.

The proposed development should be operated in a manner that is visually compatible with the permitted uses in the surrounding area.

Staff recommendation:

This Petition is for a Special Use Exception for the establishment of a restaurant with front yard parking at 15575 & 15577 Manchester Road. The restaurant would occupy two (2) spaces in an existing development. Staff has no concerns about the approval of this Petition.



Melt n Dip Business Plan

1. Executive Summary

- **Business Name:** Melt N Dip
- **Location:** 15575,15577 Manchester Rd. Ballwin, MO 63011
- **Mission Statement:** To delight customers with premium-quality desserts made with Belgian chocolate and beverages in a cozy and inviting atmosphere.

2. Business Description

- **Products and Services:**
 - Desserts: Cakes, Crepes, Waffles, etc.
 - Gelato: Various flavors.
 - Coffee: Specialty coffee drinks using premium beans.
 - Smoothies: Fresh fruit and yogurt blends.

- Milkshakes: Classic and gourmet flavors.
- Crepes and Waffles: Sweet and savory options, made-to-order.
- **Unique Selling Proposition (USP):**
 - Exclusive use of premium Belgian chocolate in all chocolate-based products.
 - Emphasis on quality, freshness, and variety.

3. Market Analysis

- **Target Market:**
 - Demographics: Families, young adults, tourists, chocolate enthusiasts.
 - Psychographics: Customers who value quality ingredients and unique dessert experiences.
- **Competitive Analysis:**
 - Identify local dessert shops, cafes, and ice cream parlors.
 - Assess their offerings, pricing, and customer reviews.
- **Marketing Strategy:**
 - Social media campaigns highlighting the use of Belgian chocolate.
 - Local partnerships (e.g., hotels, event planners) for catering and events.
 - Loyalty programs and referral discounts.

4. Operations Plan

- **Location:** Nestled in the heart of Ballwin, Missouri, lies the perfect spot for a delightful dessert shop. Surrounded by lush green parks and a vibrant community, The shop's inviting storefront, adorned with whimsical signage and warm lighting, promises a haven of indulgence and sweetness. Inside, the aroma of freshly baked treats fills the air, drawing customers in to explore our delightful treats. With its cozy seating and cheerful ambiance, this location in Ballwin captures the essence of a welcoming neighborhood spot where friends gather to savor delectable desserts and create sweet memories together.
- **Production:** At Melt N Dip we offer the best variety of our freshly baked crepes/waffles made with heart and freshly picked fruits for our amazing smoothies.



- **Suppliers:** Partnerships with suppliers of Belgian chocolate and other ingredients.
- **Staffing:** Staffing roles in a dessert shop typically encompass a diverse range of responsibilities to ensure smooth operations and exceptional customer experiences. The team typically includes a head pastry chef or baker who oversees recipe development, production, and quality control of desserts. Pastry cooks and bakers work alongside, preparing and baking various sweet treats like cakes,

waffles, Crepes using our traditional belgian Chocolate according to the chef's recipes. Front-of-house staff such as servers and cashiers greet customers, take orders, and handle transactions with efficiency and warmth. Additionally, a manager oversees daily operations, including scheduling, inventory management, and ensuring adherence to health and safety regulations. Each role contributes uniquely to creating a welcoming environment where customers can indulge in delicious desserts while enjoying excellent service.

5. Marketing Plan

- **Brand Identity:** Logo, cozy colors that resembles chocolate colors



- **Promotion:** Launch event, seasonal promotions.
- **Online Presence:** Website, social media platforms (Instagram, Facebook, etc.).
- **Community Engagement:** Sponsorships, local events, charity partnerships.



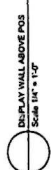
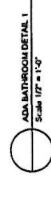
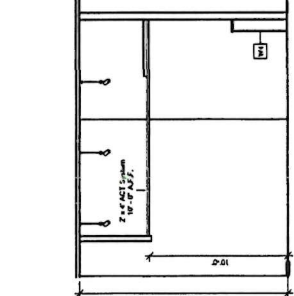
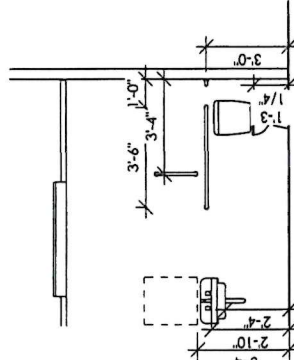
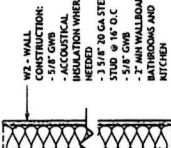
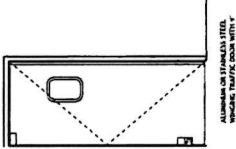
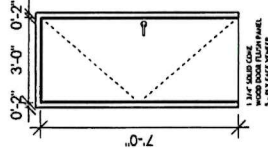
MELT 'N DIP
15575 Manchester Rd, Ballwin, MO 63011

Sheet Name	Sheet Number
General Plan	A101
ADA Notes	A102
Architectural Plan	A103
Equipment Layout	A104
Interior Elevations	A105

SCALE VARIES
NOTES

A101

1. REMOVE ALL PLUMBING FITTINGS INDICATED TO BE REMOVED AND CAP BELOW SLAB IN WALL OR ABOVE CEILING. MAINTAIN ALL ELECTRICAL OUTLETS AND WIRING IN WALLS AND EXPOSED WIRING ON WALL SURFACES WHICH ARE TO REMAIN. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE TERMINATION OF WIRES, CAP ALL CONDUITS BELOW SLAB, IN WALL OR ABOVE CEILING.
2. ALL ELECTRICAL WORK SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE GOVERNING AUTHORITIES. ALL LIFE SAFETY SYSTEMS SHALL REMAIN FUNCTIONAL (E.G. FIRE ALARM, GENERAL LIGHTING, SMOKE DETECTORS, ETC.). ALL OTHER LIFE SAFETY SYSTEMS SHALL BE REMOVED. PROVIDE DUST PROTECTION FOR ADJACENT AREAS AND SECURE ALL DEMOLITION AREAS WITH CHANNEL LOCKS TO PROTECT OTHERS' FORM ENTERING THE AREA.
3. CAP ALL MECH. ELECTRICAL, MECHANICAL, AND PLUMBING UTILITIES THAT SERVICE THE AREA. SUCH CAPPING SHALL BE IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE (NEC) AND THE GOVERNING AUTHORITIES. FEDERAL AND LOCAL REQUIREMENTS, OWNERS' DUMPSTERS MAY NOT BE USED.
4. ALL WORK SHALL BE REMOVED FROM THE SITE DAILY TO A SANITIZED DUMPSTER/FACILITY WHICH MEETS FEDERAL AND LOCAL REQUIREMENTS. ON-ROAD OR OFF-ROAD DUMPSTERS SHALL NOT BE USED.
5. COORDINATE ALL SECURITY AND CONSTRUCTION WITH OWNER PRIOR TO COMMENCEMENT OF DEMOLITION.
6. COORDINATE ALL NON-REMOVED (RELOCATED ITEMS, FURNITURE, AND FIXTURES) DURING DEMOLITION AND CONSTRUCTION.
7. VERIFY THAT DUTY EXPRESS IS MAINTAINED FOR ALL OCCUPIED AREAS OF BUILDING SITE THROUGHOUT DEMOLITION.
8. ALL COLLARS ARE TO REMAIN, UNLESS OTHERWISE NOTED.
9. ALL COLLARS ARE TO BE RELOCATED TO THE EXISTING FIELD CONDITIONS.
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11. THE CONTRACTOR SHALL ALSO NOTIFY THE ARCHITECT IMMEDIATELY IF ANY WORK INDICATED IN THE CONTRACT DOCUMENTS CANNOT BE PERFORMED DUE TO EXISTING FIELD CONDITIONS.
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SCALE VARIES
ARCH Floor Plan

A103

Wall and Countertop Finish Notes

Label Number	Notes
1	GWB Light Paint Color - Sherwin Williams - Fusion 7101
2	Smooth Veneer wall surface
3	Stainless Steel Backsplash, SKU #100779719, Floor & Decor

Lighting Fixture Schedule

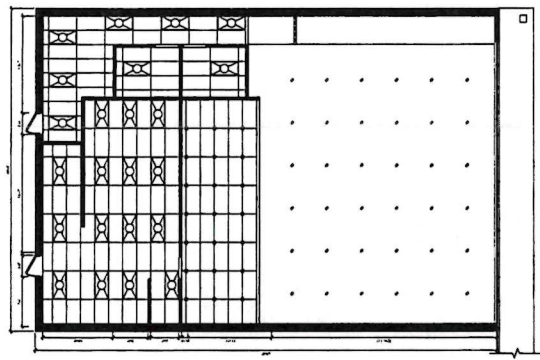
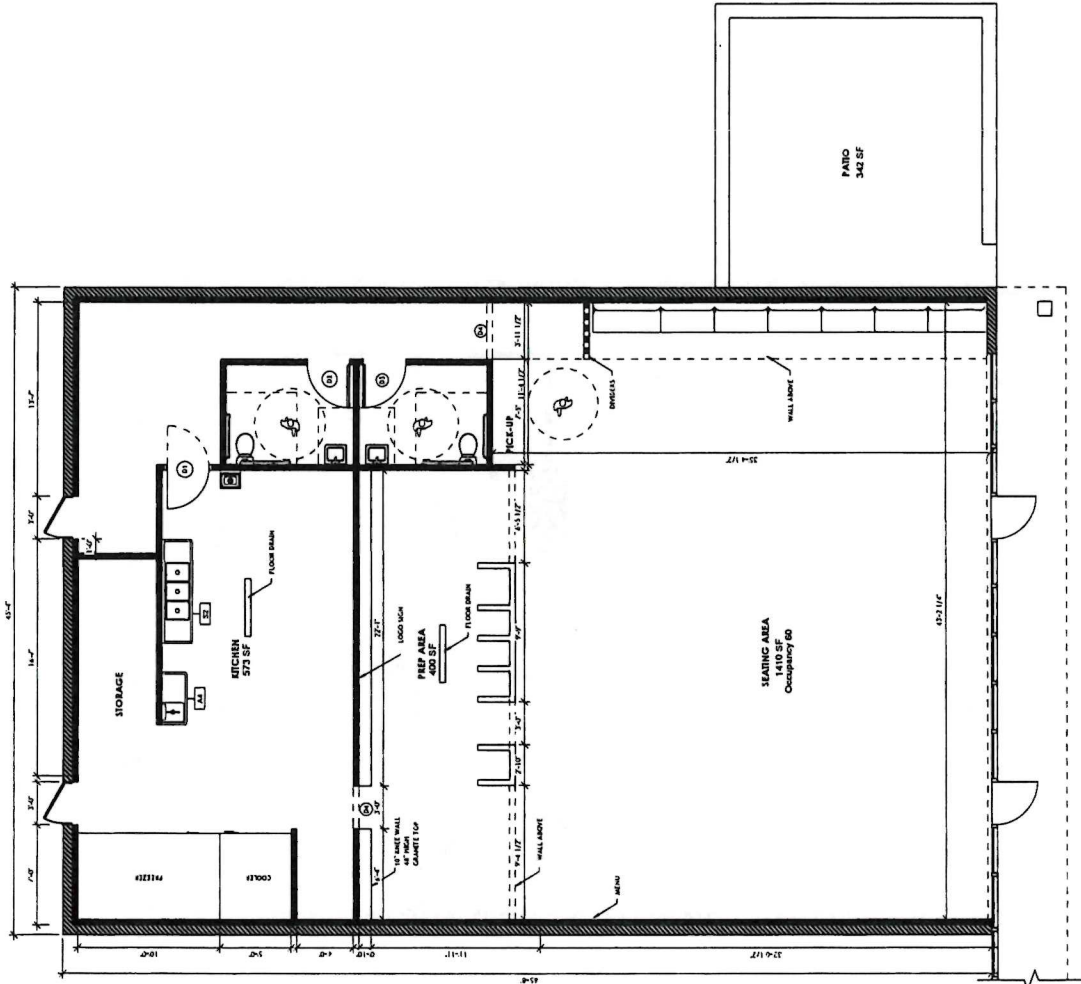
Mark	TYPE	Lamp	Count
LJ1	Troffer Light - 2x2 Parabolic - 2'x2'(2 Lamp) - 120V	T-12	2
LJ2	Troffer Light - 2'x4 Parabolic - 2'x4'(2 Lamp) - 120V	T-12	12
LJ3	Recessed Lamp - Round - LED, 4" Trimmed Downlight	LED	26
LJ4	Lighting-Exit Sign-Chloride-44R, Series-SM, Wall Mount, 44L1R	LED	2
LJ5	Lighting-Track-Cooper-Halo, 809, LED, 809, 1600Tm, 14,03W	LED	65

Door Schedule

Mark	TYPE	W	H
D1	SWINGING TRAFFIC DOOR	3'-0"	7'-0"
D2	3/4" SOLID CORE - 36" X 84"	3'-0"	7'-0"
D3	3/4" SOLID CORE - 36" X 84"	3'-0"	7'-0"
D4	FRAMELESS OPENING 36" X 84"	0'-0"	0'-0"

Room Schedule

Room Name	Area	Floor Finish	Ceiling Finish
SEATING AREA	1410 Sq	Brown Stain color	Exposed decking dark painting
KITCHEN	537 Sq	Grey Quarry Tile 6" x 6"	Acoustic Ceiling 2x4
PREP AREA	400 Sq	Grey Quarry Tile 6" x 6"	Acoustic Ceiling 2x4



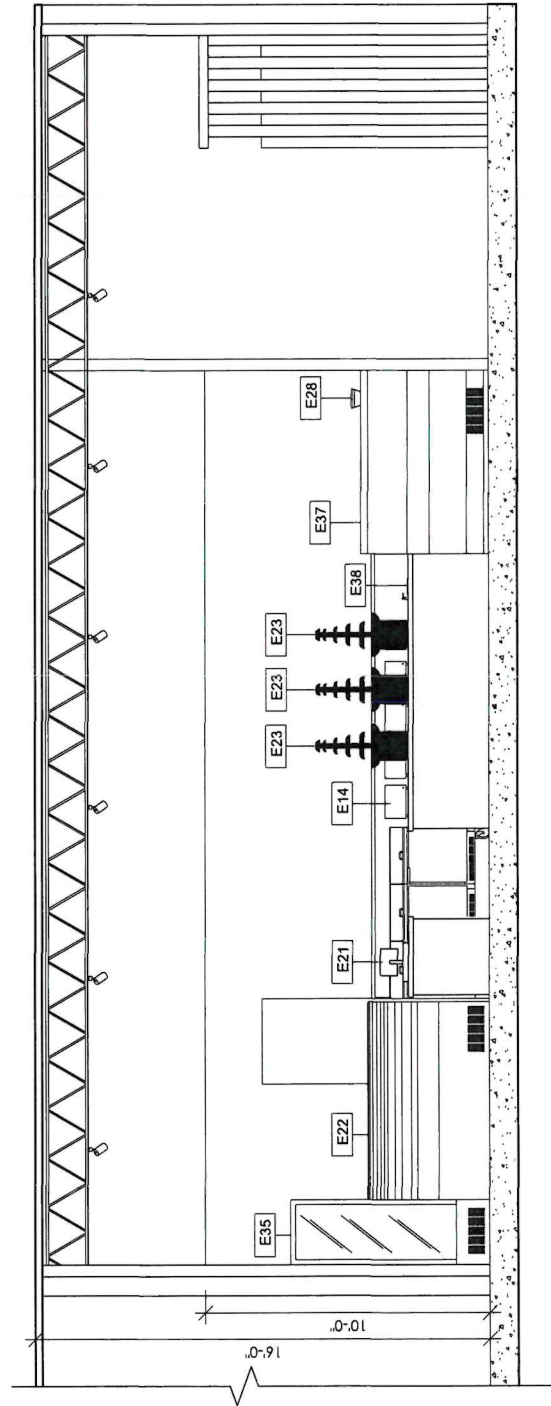
Acoustic Ceiling Plan
Scale: 1/8" = 1'-0"

Arch Floor Plan
Scale: 1/8" = 1'-0"



SCALE VARIES
NOTES

A105



SECTION
Scale: 1/2" = 1'-0"



PUBLIC HEARING

Notice is hereby given that on Monday, August 5, 2024 at 7:00 pm, a Public Hearing will be held by the Planning & Zoning Commission in the City Government Center Board Room at 1 Government Center, Ballwin, Missouri 63011. The Commission will consider the following Petition:

SUE-24-06 - Petition for a Special Use Exception for a restaurant with front yard parking at 15575 & 15577 Manchester Road

Additional information on this Petition is available at the City Government Center or by calling 636-227-2243