

**CITY OF COTTLEVILLE  
PLANNING AND ZONING MEETING MINUTES  
JANUARY 14, 2024**

The Planning and Zoning Commission held their regular session meeting at City Hall located at 5490 Fifth Street Cottleville, Missouri.

Chairman Smith called the meeting to order at 7:05 p.m.

The Pledge of Allegiance was recited.

Amy C. Lewis, City Clerk called roll and those present at roll call were:

Chairman Todd Smith	Present
Stephen East	Present
Terry Hogan	Absent
Jim Hennessey	Present
Alderman Michael Guccione	Present
Mayor Bob Ronkoski	Present
Pat Kelly	Absent

There were five (5) members present and two (2) absent.

**Chairman & Commission Members Announcements**

None.

**Approval of Minutes**

Stephen East moved to approve the minutes from December 2, 2024, meeting. Jim Hennessey seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

**Old Business**

None.

**New Business**

A. A Public Hearing for a Request to Amend the PUD Final Plan for Frankie Martin's Garden (5372 St. Charles Street) to Allow for a Drive-through Coffee Truck on Premise (Cottleville Gardens, LLC Applicant).

Jim Hennessey moved to open public hearing item A. Mayor Bob Ronkoski seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

Mike Reiter, partner for Frankie Martin's Garden and Michele Johnson, manager was present for the meeting to discuss their desire to have a food truck serve coffee with a drive through at Frankie Martin's Garden. Mr. Reiter stated the coffee truck hours would be 7 days a week 6am-2pm during the nonpeak season. He further stated he would like to leave it there overnight. Mike Padella, City Administrator stated the Planning and Zoning Commission is only approving the drive through and could not grant the food truck permission to stay overnight as the city code doesn't permit that. Mr. Reiter also stated the drive isle could stack 12 cars in a single lane.

Jim Hennessey moved to closed public hearing item A. Alderman Mike Guccione seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

B. Consideration of the Request to Amend the PUD Final Plan for Frankie Martin's Garden (5372 St. Charles Street) to Allow for a Drive-through Coffee Truck on Premise (Cottleville Gardens, LLC Applicant).

Stephen East moved approve item B above contingent upon:

- 1) Add vehicle stacking count for vehicles exiting the drive thru and entering Hwy N.
- 2) Add signage at the entrance from Hwy N stating that vehicles cannot block Hwy N when attempting to enter the property.
- 3) Add comment to the Final Plan stating that "No more than one (1) drive-thru mobile vending vehicle will be on site or in operation at any given time."
- 4) Add comment to the Final Plan stating that "Drive-thru mobile vending vehicle service will only be offered during times when 'walk-up' mobile vending vehicles are not on site or in operation."
- 5) The Final Plan must show double-stacking of vehicles in the drive thru.

Todd Smith seconded the motion. Motion was carried by affirmative votes of three (3) members. There were two (2) nay votes and no abstentions.

#### **Additional Discussion**

Nothing at this time.

#### **Adjournment**

Alderman Guccione moved to adjourn the meeting. Mayor Ronkoski seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions. 7:17 p.m.

Respectfully Submitted,

Amy C. Lewis, MRCC, CMC  
City Clerk

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Chairman Todd Smith

**CITY OF COTTLEVILLE  
PLANNING AND ZONING WORK SESSION MINUTES  
JANUARY 14, 2024**

The Planning and Zoning Commission held their work session meeting at City Hall located at 5490 Fifth Street Cottleville, Missouri.

Todd Smith called the work session meeting to order at 6:30 p.m.

Amy Lewis, City Clerk called roll and those present at roll call were:

Chairman Todd Smith	Present
Stephen East	Present
Terry Hogan	Absent
Jim Hennessey	Present
Alderman Guccione	Present
Mayor Bob Ronkoski	Present
Pat Kelly	Absent

There were five (5) members present and two (2) absent.

**Regular Meeting Agenda Item Comments**

Michael Padella, City Administrator, reviewed the agenda items with the Commission at this time. Items discussed included the only agenda item which was to allow a drive-through coffee truck at 5372 Highway N. It was noted the drive-through prompted a PUD final plan amendment request. Much discussion was held regarding signage to prohibit stacking or blocking on Highway N, allowing right in and right outs only as well as prohibiting the drive through from operating during any other walk-up ordering or operations. It was noted that the applicant plans to use the coffee truck drive through during the non-peak season. Several members liked the idea but expressed traffic concerns and felt it was a bad location on Highway N for such.

**Adjournment**

Alderman Guccione moved to adjourn the work session meeting. Jim Hennessey seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions. 6:53p.m.

Respectfully Submitted,

Amy C. Lewis, CMC, MRCC  
City Clerk

Approval Date: \_\_\_\_\_

\_\_\_\_\_  
Chairman Todd Smith