



CITY OF ROCK HILL

827 N. Rock Hill Road ♦ Rock Hill, MO 63119 ♦ (314)968-1410 ♦ Fax (314)968-4843

REVISED AGENDA ROCK HILL PLANNING AND ZONING COMMISSION MEETING WEDNESDAY, SEPTEMBER 3, 2025 6:30 P.M.

1. Call to order
2. Roll Call
3. Approval of the June 4, 2025 meeting minutes
4. Approval of the agenda for the September 3, 2025 meeting
5. Public Comment *Each person addressing the commission shall give his/her name, address, and organization or firm represented, if any. He/she shall speak for a period not to exceed three (3) minutes. Additional time may be granted by the presiding officer of the Commission.*

OLD BUSINESS

1. Reconsideration of a Request for approval to amend Title V, Chapter 520 of the Rock Hill Municipal Code pertaining to Sign Regulations.

NEW BUSINESS

1. Site plan and architectural review of a new single-family home at 1200 Oday Avenue
2. Request for approval of “Rock Hill Quarry Plat 2” at 2601 McKnight Road
3. Request for approval to amend Title IV of the Rock Hill Municipal Code pertaining to Short-Term Rentals

ADJOURNMENT

Posted at City Hall Thursday, August 28, 2025

CITY OF ROCK HILL
Planning & Zoning Commission
Meeting Minutes
Wednesday, June 4, 2025

1. Meeting Called to Order by David Lancaster at 6:30 PM
2. Commission Members Attendance

Present:

Jeff Schimek
Jeff Took, Board Liaison

Wyndell Hill
David Lancaster

Arthur Mitchell
Ellen Rottjakob, City Planner

Absent:

Corey Gibbar
Bridget Geiss

Rehman Kahn

Mark McCarthy

3. Approval of the Meeting Minutes from the April 2, 2025 meeting:

A motion was made to approve the Minutes for the April 2, 2025, meeting.

Main Motion: Jeff Took

Seconded: Jeff Schimek

Vote: Unanimous Aye

Motion: Pass

4. Approval of the Agenda for the June 4, 2025, meeting:

A motion was made to approve the Agenda for the June 4, 2025 meeting.

Main Motion: Jeff Schimek

Seconded: Jeff Took

Vote: Unanimous Aye

Motion: Pass

5. Public Comment: none

6. Request for approval of a Boundary Adjustment Plat for part of lot 10 in block 4 of Mentor Place (208 W. Thornton Ave. and 225 Lithia Ave.).

Brendan May, representing the owner of 208 W. Thornton Ave, appeared before the Commission to request approval of a boundary adjustment plat for part of lot 10 in block 4 of Mentor Place (208 W. Thornton Ave. and 225 Lithia Ave.). The property owner is requesting that his rear southern boundary be moved approximately 27.5 feet to the south. The reason for the adjustment is the existence of an existing fence and shed on the 208 W. Thornton property. The requested adjustment increases the size of 208 W. Thornton by approximately 2083 square feet. The adjusted property line follows the line of an existing 4-foot-tall fence and adjusts the boundary to reflect what the boundary has been for at least the past 10 years.

If the boundary adjustment is approved, both lots will still meet the minimum lot size for the "A" Residence District, no new lots will be created, and the homeowner at 225 Lithia is aware of the request.

The Commission discussed the Boundary Adjustment Plat request.

A motion was made to recommend approval of the boundary adjustment plat for part of lot 10 in block 4 of Mentor Place (208 W. Thornton Ave. and 225 Lithia Ave.).

Main Motion: Jeff Schimek

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Seconded: Jeff Took
Vote: Unanimous Aye
Motion: Pass

**** Note – the boundary adjustment plat is for part of lot 9 in Block 4 of Mentor Place.
Lot 10 was motioned in error.**

7. Request for approval to amend Title IV, Chapters 400 and 410 of the Rock Hill Municipal Code pertaining to Subdivision Regulations.

City Planner Ellen Rottjakob gave background on the request to amend the Subdivision Regulations and that it is essentially a cleanup of the code pertaining to Subdivision Regulations. When McKelvey Homes applied for subdivision plat approval for The Enclave at Warson Pointe, staff discovered that the subdivision procedures in Chapter 410 don't include Planning & Zoning Commission review. The Planning & Zoning Commissions review of subdivision plats is referenced in Chapter 400 Administration, but only the review of final plats.

The requested changes Revised both Chapter 400 and 410 to ensure that Planning & Zoning Commission reviews and makes recommendations on both preliminary and final subdivision plats. The text amendment also includes an updated fee schedule and definitions schedule.

A motion was made to recommend approval to amend Title IV, Chapters 400 and 410 of the Rock Hill Municipal Code pertaining to Subdivision Regulations.

Main Motion: Jeff Schimek
Seconded: Jeff Took
Vote: Unanimous Aye
Motion: Pass

8. Request for approval to amend Title V, Chapter 520, of the Rock Hill Municipal Code pertaining to Sign Regulations.

City Planner Ellen Rottjakob explained the request to amend the Subdivision Regulations. The City's sign review procedures were amended at some point to give the Planning & Zoning Commission the responsibility of reviewing and approving all signage. City staff is able to review sign permit applications and has been doing so for some time in order to ensure an efficient review process for applicants. The proposed changes reflect how the sign permit application and procedure currently work.

The purpose of the proposed amendment is to remove the requirement that the Planning & Zoning Commission review all sign permit applications and establish the City Administrator (or his/her designee) as the staff person authorized to review and approve applications for individual sign permits. The Planning & Zoning Commission will still be responsible for review and approval of master and common signage plans that don't fully conform to the sign code, in conjunction with the Commission's review of a related development or site plan.

A motion was made to recommend approval to amend Title V, Chapter 520, of the Rock Hill Municipal Code pertaining to Sign Regulations.

Main Motion: Jeff Schimek
Seconded: Wyndel Hill
Vote: Unanimous
Motion: Pass

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9. Adjournment – The meeting adjourned at 7:06 p.m.



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Planning and Zoning Commission Staff Report

TO: Rock Hill Planning & Zoning Commission Members

FROM: Ellen Rottjakob, AICP, City Planner

DATE: September 3, 2025

SUBJECT: Record Plat Request for Approval - Rock Hill Quarries Plat 2

The applicant, Bruce Dresser with the Rock Hill Quarry Company, is requesting approval to consolidate multiple existing lots of record into two (2) lots, Lot A and Lot B. The City of Rock Hill processes this type of request as a Boundary Adjustment Plat. The purpose of this request is to accommodate the closure of the quarry as well as future redevelopment expected on Lot B.

Record Plat/Boundary Adjustment

The Rock Hill Quarry property is 76.695 acres. The majority of the property is located in Ladue, with a small portion along McKnight Road in Rock Hill. The proposed plat entitled “Rock Hill Quarries Plat 2” intends to consolidate the existing parcels into two (2) lots. Lot A, which includes the small portion within Rock Hill, will be 49.658 acres. On the attached highlighted plat, the municipal boundary is highlighted in green. Lot A will be for the purpose of future redevelopment.

Lot B will be 27.037 acres. This lot is for the landfill, which is scheduled to be closed, then capped, within the next 2 years.

Staff Input

The request is in compliance with all applicable City of Rock Hill Ordinances. Staff recommends that the Planning and Zoning Commission forward “Rock Hill Quarries Plat 2” to the Board of Aldermen with a positive recommendation.

Respectfully submitted,

Ellen Rottjakob, AICP
City Planner



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Instructions for Filing an Application for a Record Plat

1. The petitioner must submit the following:
 - Completed application
 - Plans
 - \$340 plus \$30 a lot for preliminary plat review, \$150 plus \$20 a lot for final plat approval, \$250 for plat boundary adjustment.
2. The Petitioner or an authorized representative should attend the meeting to answer any questions regarding the petition.
3. If you need additional assistance, please contact Ellen Rottjakob, Planning & Zoning Administrator, at 314-488-6043 or ellen@shockeyconsulting.com.

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Application for Record Plat**PART A: PARTIES OF INTEREST**Petitioner's Name: Bruce Dresser, Landfill Manager Rock Hill Quarry CompanyAddress: 1233 Rock Hill Road, Ladue, MO 63124Phone Number: 314-968-2336

Fax Number: _____

Email: brucedresser@yahoo.comAuthorized Agent's Name: George M. Stock, P.E.Address: 257 Chesterfield Business ParkwayPhone Number: 636-530-9100

Fax Number: _____

Email: george.stock@stockassoc.comInterest in the project (Engineer, Attorney, Architect) Engineer

Property Owner's Name (if different): _____

Address: _____

Phone Number: _____ Fax Number: _____

Email: _____

PART B: SITE DESCRIPTIONProposed Subdivision Name: Rock Hill Quarries Plat Two

(The name shall not duplicate or be alike in pronunciation of the name of any plat theretofore recorded in the City)

Legal Address of Each Parcel to be Consolidated**Locator Number**

1. 1200 N Rock Hill Road	1324 N Rock Hill Road
2. 1233 R N Rock Hill Road	2577 S McKnight Road
3. 1341 N Rock Hill Road	2601 S McKnight Road

(if needed, please attach property information for additional parcels on separate sheet)

PROPOSED LOT ONELot size to nearest tenth of an acre: ADJ RHQ Tract 49.7Zoning: ^E _____

Description of Change: _____

Resubdivided into larger lot, being Adjusted Rock Hill Tract



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PROPOSED LOT TWO

Lot size to nearest tenth of an acre: Lot B

Zoning: Ladue Zoning H

Description of Change:

Resubdividing Existing Lots into Lot B

(If needed, please attach property information for additional parcels on separate sheet)

PART D: CHECK LIST

- ☒ Electronic copies of plans must be submitted initially for staff review.
- ☒ The boundaries of the property, the lines of all proposed streets and alleys with their widths and names and any other areas intended to be dedicated to public use.
- ☒ The lines of adjoining streets and alleys, with their widths and names.
- ☒ All lot lines, building lines and easements with figures showing their dimensions.
- ☒ All dimensions, both linear and angular, necessary for locating boundaries, of the subdivided area, including lots, streets, alleys, easements and building line setbacks, and any other similar public or private uses. The linear dimensions shall be expressed in feet and decimals of a foot.
- ☒ Radii, arcs and chords, points of tangency, central angles for all curvilinear streets, and radii for all rounded corners.
- ☒ Permanent survey monuments, at angle points, points of curves in streets and at such other points as shall be required by the City Engineer, or at related points approved by the City Engineer. Such monuments shall be either stone or concrete not less than four (4) inches square at the top and six (6) inches square at the bottom and thirty (30) inches long.
- ☒ Title and description of property subdivided, showing its location and extent, point of compass, scale of plan, name of subdivider, certificate and seal of registered civil engineer or surveyor that the plan represents a survey made by him/her and that the results of the survey are correctly shown thereon.
- ☐ Any private restrictions shall be shown on the plat and the plat shall contain proper acknowledgements of owners and holders of mortgages accepting the platting and restrictions.
- ☒ If any street or public place is to be dedicated to public use the person submitting the plat shall also furnish a certified copy of an abstract or certificate of title made by a responsible title examiner, showing that the title to the land is fully vested in the person making the dedication.
- ☒ A certificate shall accompany the final plat showing that all taxes due and payable have been previously paid.

PART F: SIGNATURES

Date

Signature of Petitioner

Date

Signature of Owner

