



City of  
**Woodson Terrace**  
Missouri

4323 Woodson Road  
Woodson Terrace, MO 63134  
Office: 314-427-2600  
Fax: 314-427-0571

**MINUTES**

Planning and Zoning Committee  
Woodson Terrace City Hall  
June 17<sup>th</sup>, 2025

**CALL TO ORDER**

A meeting of the Planning and Zoning Committee was held at the City of Woodson Terrace on Tuesday, June 17<sup>th</sup>, 2025, at City Hall, 4323 Woodson Road.

Chair Marie Swaim presided and called the meeting to order at 7:00 P.M.

All rose and recited the Pledge of Allegiance.

**ROLL CALL**

Committee Present

John Belford

Ken Carpenter

Marie Swaim

Caroline Martin

Chris Mueller

Stephen Stewart

Also present were:

City Administrator Doug Zaiz

City Clerk Sarah Piel

City Collector Lindsey Buxman Serna

City Engineer Vijay Bhasin

Dwight Barker - Ran Management

Dylan Walker – Houston Engineering

Committee Absent

Joan Willey

**APPROVAL OF  
MINUTES**

Marie Swaim asked for a motion to approve the minutes from May 13, 2025.

Alderman Martin made the motion, seconded by Alderman Stewart. The Committee unanimously approved the minutes from May's Planning & Zoning meeting; Motion Carried.

**HOUSTON  
ENGINEERING**

Dylan Walker from Houston Engineering presented to the committee the proposed site/development plan for a gas station / convenience store located at 4193 Woodson Rd. This location is considered "C-3" and needs a conditional use permit. Mr. Walker presented slides including the building layout with labels pointing out the underground fuel tanks, ADA parking spots, the enclosed 12x12 dumpster, 3 fuel pumps with 6 fueling positions, the proposed utility layout siting the plans for a kitchen wastewater to 500gal grease trap, an existing water meter by Missouri American Water, and existing overhead electric by Ameren.



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**HOUSTON  
ENGINEERING**

Mr. Walker talked about the proposed drainage plan and erosion control plan. He also presented landscaping plans to include hedges for privacy screening from the adjacent residential properties and also advised they would be willing to replace the property owners' fence if they would like to give even more privacy. They gave multiple examples of existing development sites of exterior and interior. Mr. Walker and Mr. Barker gave examples of benefits of this development including financial and community benefits. All documents are available at City Hall with City Clerk.

The Alderman had some discussion and questions.

City Engineer Vijay Bhasin gave his report. A copy is on file with City Clerk. It included that more information was needed including: a list of items being sold at the store, hours and operations the name and address of the operator. Additional documents that will be required for this to be recommended will include:

Approval from MSD for drainage cum run off study of this site

Approval from the local Fire Marshall

Approval from State of Missouri for gasoline/diesel dispensing systems

Approval from St. Louis County Health Department for food storage/ dispensing

Approvals from MoDot for construction work in street right of way

Mr. Bhasin advised that the staff is requesting tabling the subject until adequate information and amended documents to the items requested are provided.

Dwight Barker advised that this is not the standard procedures. The documents the city is requesting are usually provided as the process proceeds. This first step should be approved and we have provided all documents the ordinance says was needed for approval for the CUP. Mr. Bhasin advised this is "how our city handles Conditional Use Permits."

Marie Swaim advised that once the additional information is provided, we will meet again. Some discussion followed.

**ADJURNMENT**

Marie Swaim made a motion to table this project pending additional information, Alderman Belford seconded. With all in favor. Motion carried.

With nothing further, meeting adjourned at 7:44pm

Respectfully Submitted,  
Sarah Piel, City Clerk



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