

MINUTES  
CITY PLAN COMMISSION/ARCHITECTURAL REVIEW BOARD  
February 20, 2024  
CITY HALL CHAMBERS/ZOOM MEETING

The City Plan Commission/Architectural Review Board of the City of Clayton, Missouri, met on the above date at 17:30 hours at the CITY HALL CHAMBERS/via ZOOM meeting. Upon roll call, the following responded:

PRESENT

Steve Lichtenfeld  
Carolyn Gaidis  
Bridget McAndrew  
Helen DiFate  
David Gipson, City Manager

ABSENT

Bob Denlow  
Kami Waldman

ALSO IN ATTENDANCE

Ryan Helle, Planner  
Anna Krane, Planning Director  
Stephanie Karr, City Attorney

MINUTES

Regular meeting of 02/05/2024

Carolyn Gaidis made a motion to approve as submitted. Bridget McAndrew seconded the motion. The motion carried unanimously.

NEW BUSINESS

**1. 111 Topton Way – Site Plan Review – Residential Addition**

Consideration of a request by Stephen Bourgeois, Applicant, on behalf of Pham Dao & Phu Tran, Owners, for site plan review of a residential addition.

Ryan Helle provided a summary of the staff report with a recommendation to approve with the following condition:

- a. Outstanding review comments from the City’s contracted SWPPP reviewer shall be addressed as part of the Building Permit submission.

Stephen Bourgeois, Applicant, and Pham Dao & Phu Tran, Owners, were present. PC-ARB discussed the item with the applicant. Carolyn Gaidis made a motion to approve as with the following condition:

- a. Outstanding review comments from the City’s contracted SWPPP reviewer shall be addressed as part of the Building Permit submission.

Bridget McAndrew seconded the motion. The motion carried unanimously.

**2. 111 Topton Way – Site Plan Review – Residential Addition**

Consideration of a request by Stephen Bourgeois, Applicant, on behalf of Pham Dao & Phu Tran, Owners, for review of design and materials associated with a residential addition.

Stephen Bourgeois, Applicant, and Pham Dao & Phu Tran, Owners, were present. PC-ARB discussed the item with the applicant. Carolyn Gaidis made a motion to approve as submitted. Bridget McAndrew seconded the motion. The motion carried unanimously.

ADJOURNMENT

The meeting adjourned at 18:01.