

**CITY OF WASHINGTON, MISSOURI  
PLANNING & ZONING COMMISSION MEETING  
405 JEFFERSON STREET, WASHINGTON, MISSOURI  
COUNCIL CHAMBERS -- GROUND LEVEL  
Monday, January 14<sup>th</sup>, 2019 @ 7:00 P.M.**

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- 1)** Announcement of Meeting / Call to Order/ Roll Call / Pledge of Allegiance.
- 2)** Approval of Minutes from December 10<sup>th</sup>, 2018
- 3) Case No. 19-0101**-Lisa Brown Greife-The applicant is requesting a Special Use Permit for a Vacation Rental Dwelling located at 346/348 McLean Avenue.
- 4) Case No. 19-0102**-Big Elm LLC-The applicant is requesting approval of a preliminary plat for Highland Meadows Plat 5.
- 5) Adjournment.**

NOTE: ATTENDANCE AT THIS PLANNING AND ZONING COMMISSION MEETING BY A KNOWLEDGEABLE REPRESENTATIVE OF YOUR INTERESTS IS RECOMMENDED. ANY QUESTIONS CONCERNING YOUR REQUESTS THAT ARE NOT ANSWERED AT THIS MEETING MAY RESULT IN YOUR REQUEST BEING TABLED OR DENIED.

**CITY OF WASHINGTON, MISSOURI  
PLANNING & ZONING COMMISSION MEETING MINUTES  
Monday, December 10<sup>th</sup>, 2018 7:00 p.m.**

The regular meeting of the Planning & Zoning Commission was held on the aforementioned date and time in the Council Chambers of City Hall, located at 405 Jefferson Street in Washington, MO.

- 1) The meeting was called to order, Pledge of Allegiance, and the following roll call was taken:

**Present:** Tony Gokenbach, Carolyn Witt, Mark Hidritch, Mark Kluesner, Mark Piontek, Tom Holdmeier, Sandy Lucy, John Borgmann, Samantha Cerutti Wacker

**Absent:** Chuck Watson

- 2) **Approval of the minutes from November 12<sup>th</sup>, 2018-Motion to approve, seconded, and passed without dissent.**

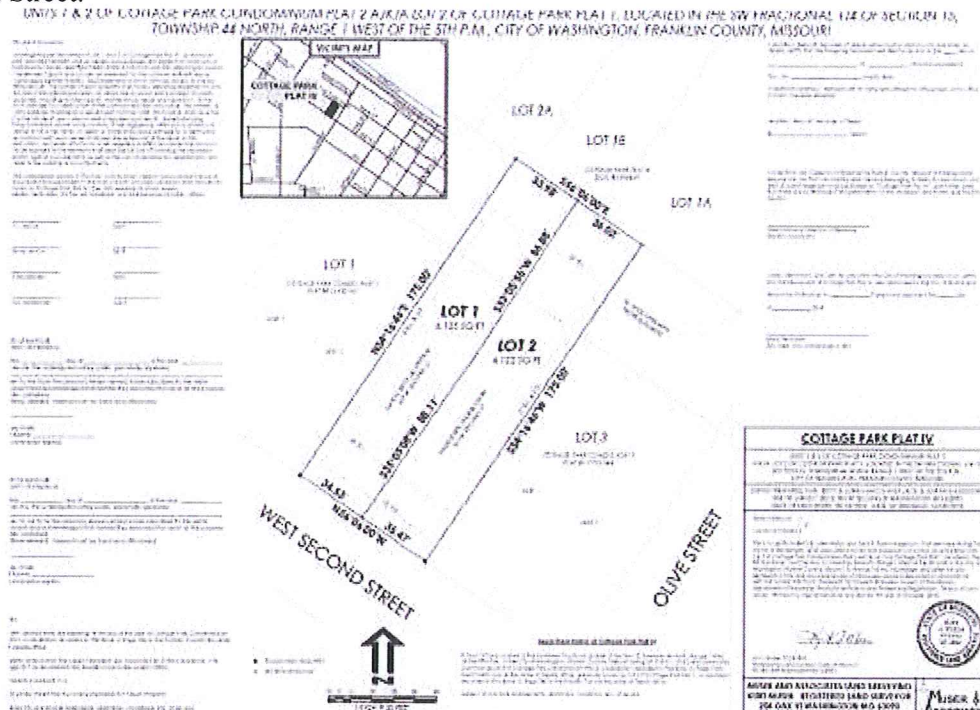
**Case No. 18-1103**-Jack Hagedorn-Applicant is requesting a rezoning from R-2 Two-Family Residential to R-1C, Single Family Attached.



**Sal Maniaci**-The applicant is requesting a rezoning from R-2 Two Family Residential to R-1C Single Family Attached. The property currently has a duplex on it. In order to subdivide the property into two lots and have a shared wall between the duplexes, it needs to be rezoned to R-1C. The proposed use will remain the same, the new zoning will just allow for a zero-lot line between the structures.

**After a short discussion, motion was made and seconded and passed without dissent.**

- 3) **Case No. 18-1104-Jack Hagedorn-Applicant** is requesting a preliminary plat for 505 & 507 W. Second Street.



**Sal Maniaci-** The applicant has also requested to rezone the property to R-1C Single Family Attached to allow for zero lot lines between each structure. This proposed plat allows subdivides the lot into Lot 1 and Lot 2 of the Cottage Park Plat IV Subdivision placing each duplex on a lot of its own. The plat shows the appropriate easements and meets the minimum lot size requirements of 6,000 square feet.

After a short discussion, motion was made and seconded and passed without dissent.



- 4) **Case No. 18-1201**-Doug Riegel-Applicant is requesting to rezone 807 W. Fifth Street from R-3 to R-1B, Single Family Residential.

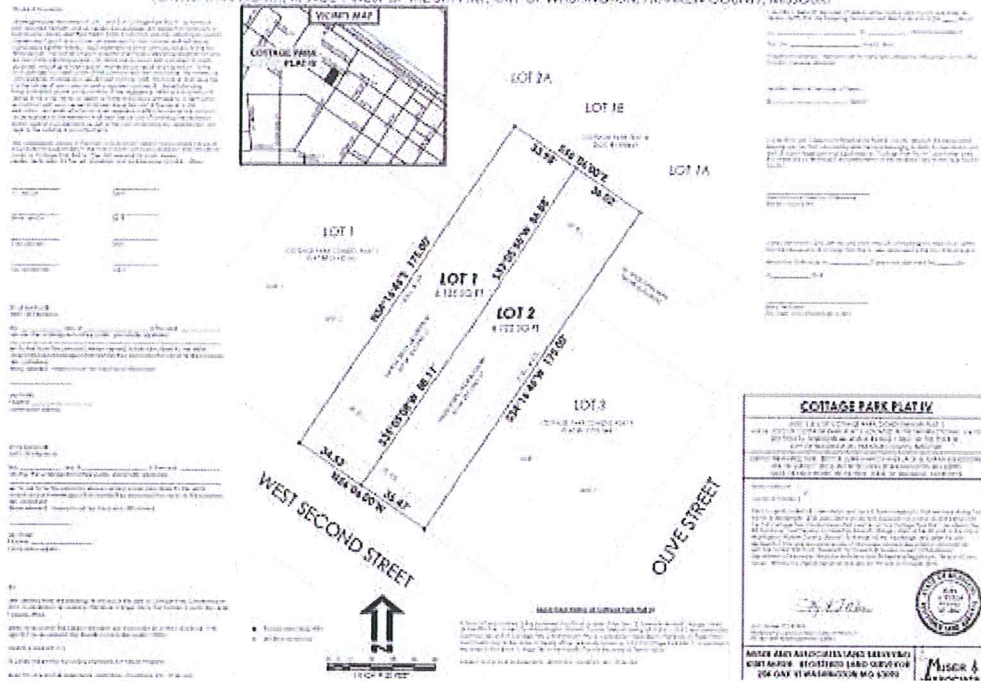


**Sal Maniaci-** The applicant is simultaneously requesting a preliminary plat to subdivide the Birchwood Plat into two lots and rezone 807 W. 5<sup>th</sup> Street as a newly created lot from R-3 Multi-Family to R-1B Single Family Residential. The newly created lot meets the minimum lot size and width requirements for the R-1B zone district. This corridor of 5<sup>th</sup> Street also has a mix of single family, multi family, and commercial zoning making the requested zoning compatible with the surrounding area. The proposal does not physically change anything in nature of the development and should not detrimentally impact the surrounding area.

**After a short discussion, motion was made and seconded and passed without dissent.**

5) Case No. 18-1202-Doug Riegel-Applicant is requesting a preliminary plat for Birchwood Plat II.

UNITS 1 & 2 OF COTTAGE PARK CONDOMINIUM PLAT II, AKA UNIT 2 OF COTTAGE PARK PLAT I, LOCATED IN THE SW 1/4 OF SECTION 10, TOWNSHIP 44 NORTH, RANGE 1 WEST OF THE 5TH P.M., CITY OF WASHINGTON, FRANKLIN COUNTY, MISSOURI



**Sal Maniaci-** The applicant is simultaneously requesting a preliminary plat to subdivide the Birchwood Plat into two lots and rezone the new smaller lot with an existing home on it to single family residential. The proposed plat meets the zoning requirements of the existing zone district for the remaining lot and the width and size requirements for the proposed lot. The existing driveway that accesses the Birchwood townhomes is entirely on Lot 1B and does not require a cross access easement. The home, that is being subdivided off and rezoned is now proposed to be on Lot 1 A. The home does have a concrete drive off of Lot 1B, however, an access easement is not required as off-street parking is not a requirement in the proposed R-1B zone district. The proposal does not physically change anything in nature of the development and should not detrimentally impact the surrounding area.

After a short discussion, motion was made and seconded and passed without dissent.



- 6) **Case No. 18-1203**-Voluntary Annexation-Ed Schmelz-Hwy 100 & Bluff Road-Applicant is requesting to annex 19.5 acres located at the intersection of Hwy 100 and Bluff Road.



**Sal Maniaci-** The applicant has submitted an application to annex approximately 19.5 acres of land adjacent to City Limits at the intersection of Highway 100 and Bluff Road. The property has access to Highway 100 and will not require any extension of City Streets to be immediately developed.

The applicant has requested that the property be brought in to City limits as R-3 Multi Family Residential. Given the property's location adjacent to a major highway and its proximity to existing commercial and industrial uses, a high density residential development could be appropriate for the area. The City's future land use map does show the area as a potential commercial development. However, staff feels that the proposed use does not hinder the implementation of the Comprehensive Plan and would argue that the proposed zoning actually helps achieve certain goals set out in the comprehensive plan to diversify the City's housing options and provide more entry level housing.

All concerns of site development pertaining to layout, density, stormwater, access, etc. will be addressed during the site plan approval process and if City code requirements are met staff believes there should not be a major detriment to the surrounding properties.

**After a short discussion, motion was made and seconded and passed without dissent.**

**Motion made to adjourn at 7:45 , seconded and passed without dissent.**

Approved: \_\_\_\_\_  
Thomas R. Holdmeier, Chairman

Next meeting of the Planning & Zoning Commission will be held January 14<sup>th</sup>, 2019

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: January 14, 2019

Re: File # 19-0101 – Lisa Brown Greife – Short Term Lodging

Synopsis: The applicant is requesting approval Special Use Permit for a Vacation Rental Dwelling located at 346/348 McLean Avenue

Adjacent Land Use /Zoning Matrix		
	Existing Land Use	Existing Zoning
North	Single Family	R-20
South	Multi Family	R-3
East	Multi Family	R-3
West	Multi Family	R-3 and R-1C

**Analysis:**

The applicant is requesting a special use permit to utilize 346/348 McLean Avenue as short term lodging. The structure is currently a two-unit apartment building located in the R-3 Multi Family zone district. The special use permit would allow the applicant to accept lodgers for periods of 30 days and less.

The proposed use is insignificant to the surrounding area and should not detriment the neighborhood. Off-street parking is also available on the subject property for each unit.

**Recommendation:**

Staff recommends approval of the Special Use Permit to operate a Vacation Rental Dwelling at 346/348 McLean Avenue



19-0101

CITY OF WASHINGTON, MISSOURI

Department of Planning and Engineering Services

405 Jefferson Street • Washington, MO 63090

636.390.1010 Phone • 636.239.4649 Fax

SPECIAL USE PERMIT APPLICATION

All applications for Special Use Permits must be submitted to the Engineering Department at least 15 working days prior to the second Monday of each month in order to be placed on the agenda for the Planning & Zoning Commission Meeting.

Please Print:

Street Address: 348 McLean

Lot: \_\_\_\_\_ Subdivision: \_\_\_\_\_ PID# \_\_\_\_\_

Applicant Name: Lisa Brown Greife Phone: 314-517-4109

Address of Applicant: 2 Catawba Place Washington MO

Owner: Lisa Brown Greife Phone: \_\_\_\_\_

Owner's Address: Same

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

It is proposed that the property be put to the following use: \_\_\_\_\_

Lot Size: Frontage \_\_\_\_\_ (feet) Depth \_\_\_\_\_ (feet) Number of Stories \_\_\_\_\_

Number of Units: 4 Number of Off-Street Parking Spaces: 5th has 9  
McLean has 4

Include with this Special Use Permit Application:

1. Application Fee of \$150.00 (make check payable to the 'City of Washington')
2. Completed Special Use Permit Application
3. Plot Plan
4. Legal Description of Property
5. Building Elevation Plan (for new construction only)

Lisa Greife  
Signature of Applicant

1-2-19  
Date

Lisa Brown Greife  
Applicant Name Printed



## SPECIAL USE PERMIT EVALUATION CRITERIA

The following criteria are used in evaluating a Special Use Permit Application. It is recommended these criteria be addressed as to their applicability to the proposed Special Use Permit request:

1. The compatibility of the proposal, in terms of both use and appearance, with the surrounding neighborhood.

NA

2. The comparative size, floor area, and mass of the proposed structure in relationship to adjacent structures and buildings in the surrounding properties and neighborhood.

NA

3. The frequency and duration of various indoor and outdoor activities and special events, and the impact of these activities on the surrounding area.

NA

4. The capacity of adjacent streets to handle increased traffic in terms of traffic volume, including hourly and daily levels.

NA

5. The added noise level created by activities associated with the proposed use.

NA

6. The requirements for public services where the demands of the proposed use are in excess of the individual demands of the adjacent land uses, in terms of police and fire protection, and the presence of any potential or real fire hazards created by the proposed use.

NA

7. Whether the general appearance of the neighborhood will be adversely affected by the location of the proposed use on the parcel.

*None*

8. The impact of night lighting in terms of intensity, duration and frequency of use, as it impacts adjacent properties, and in terms of presence in the neighborhood.

*None*

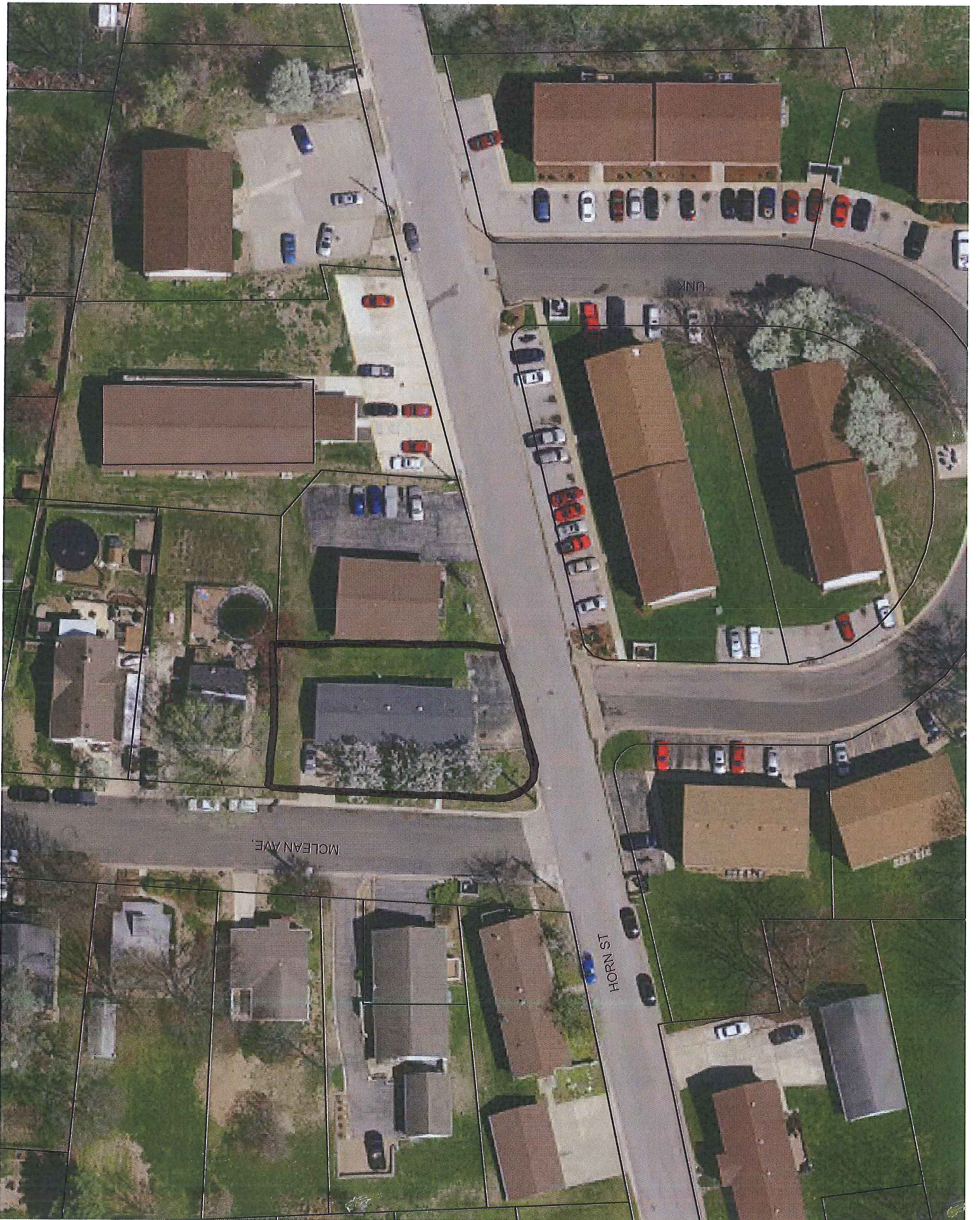
9. The impact of the landscaping of the proposed use, in terms of maintained landscaped areas, versus areas to remain in a natural state, as well as the openness of landscape versus the use of buffers and screens.

*None*

10. The impact of a significant amount of hard-surfaced areas for buildings, sidewalks, drives, parking areas and service areas, in terms of noise transfer, water run-off, and heat generation.

*None*







To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: January 14, 2019

Re: File # 19-0102

Synopsis: The applicant is requesting approval of a preliminary plat for Highland Meadows Plat 5

Adjacent Land Use /Zoning Matrix		
	Existing Land Use	Existing Zoning
North	Commercial Property	C-2
South	Vacant Land	C-2
East	Commercial Property	C-2
West	Commerical Property	C-2

**Analysis:**

The applicant is requesting approval of a preliminary plat to create 3 lots in the Highland Meadows commercial development at the intersection of High Street and Don Avenue. The plat proposes taking Lot 6 (two parcels, one 9.8 acres and one 1.9 acres) and creating Lots 6A, 6B, and 6C from north to south. Each lot will access the east side of the High Street extension and will have right-of-way frontage along completed infrastructure.

A perpetual stormwater easement is shown covering almost all of 6A and part of 6B from the original stormwater basin that was drained in 2016. This easement must remain until calculations are provided that the new detention basin in the rear of Lot 6C meet City requirements for the entire development. At that time a plat revision may be submitted removing the easement for future development.

All other appropriate utility easements and notes are shown on the plat as required. With the public infrastructure already in place neither a maintnence bond nor a performance agreement will be required in order to record the final plat.

**Recommendation:**

Staff recommends approval of the plat amendment for Highland Meadows Plat 5.







