

**CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Monday, March 11, 2019 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: Carolyn Witt, Mark Hidritch, Mark Piontek, Tom Holdmeier, Sandy Lucy, John Borgmann, Chuck Watson, Samantha Cerutti Wacker, Sal Maniaci

Absent: Tony Gokenbach, Mark Kluesner

- 2) **Approval of Minutes from February 11, 2019-Motion made to approve, seconded and passed without dissent.**
- 3) **Case No. 19-0303-**The applicant is requesting to rezone 823 E. First Street from R1-C, Single Family Residential to C-1, Commercial-
Sal Maniaci- The applicant is requesting to rezone 823 E. First Street from R-1B Single Family Residential to C-1 Light Commercial.



The property is located on a block that consists of residential uses, however it is situated along Highway 47 and is in close proximity to commercial uses. Given that the property is located on the border between residential and commercial uses, a light commercial zone district would be most appropriate. All the commercial uses around the subject property are also zoned R-1C single family residential so the requested zoning is in order with the general area. If approved and developed, the owner will be required to place screening between adjacent residential uses and provide on-site parking for the use. All standard-zoning requirements will be reviewed during site development. Staff recommends approval of the request to rezone 823 E First Street from R-1B Single Family Residential to C-1 Light Commercial.

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

- 4) **Case No. 19-0304**-The applicant is requesting to rezone 415 Cedar Street from R-1B, Single Family Residential to R-3, Multi-Family Residential



Sal Maniaci-The applicant is requesting to rezone 415 Cedar Street from R-1B Single Family Residential to R-3 Multi Family Residential. The property consists of a vacant doctor's office that was originally grandfathered in to the existing zone district. The applicant is wishing to repurpose the building to a multi-family dwelling. Cedar and Elm Street both consist of a mix of single, two-family, multi-family and commercial uses. Cedar Street in particular has a number of homes that are zoned R-1B Single Family Residential but are occupied by two or more families. Given that, the subject property was previously a commercial use adjoining residential uses and that it is unlikely that the existing structure will be developed as a single family home staff believes the requested rezoning to utilize the property as multi-family is not inappropriate for the area. Even if the structure were to be demolished and a new apartment building constructed, the lot size would only allow 4 units in total. An apartment building of that size given its proximity to downtown is not out of the ordinary. Required on street parking will be evaluated during the site review process. Staff recommends approval of the request to rezone 415 Cedar Street from R-1B Single Family Residential to R-3 Multi- Family Residential.

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

5) **Case No. 19-0305**-The applicant is requesting approval of a Preliminary Plat of Lot 1 of Walmart Boundary Adjustment Plat



Sal Maniaci-The applicant has submitted a preliminary and final plat request to re-subdivide “Lot 1 of the Walmart Boundary Adjustment Plat” into lots A and B. Lot A will consist of the existing JC Penney’s and parking lot and Lot B will be a new lot in the north-western corner of the plat. Each lot meets the required subdivision requirements of the C-2 zone district and has adequate right-of-way frontage. The plat continues to show the existing access easement across the lot that allows traffic to traverse the lots. An additional easement has been added to extend the sewer line from the west to Lot B. Since both already have road frontage and water access, the only public infrastructure that is required to be extended is the sewer line. A performance guarantee has been submitted and will be attached to the final plat ordinance to ensure the infrastructure is put in to place. A building permit for Panda Express has been approved for this location, however issuance has been placed on hold until a final plat is approved. Staff recommends approval of preliminary plat for the re-subdivision of “Lot 1 of Walmart boundary adjustment”.

John Borgmann-Does this effect the parking for JC Penney?

Sal Maniaci-No and in the future if JC Penney would expand they would have to prove to us that they have enough parking or we will not issue an occupancy.

John Borgmann-Will the green space stay?

Sal Maniaci-No, it will be used. It is not a public street so they can do what they want.

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

6) **Code Amendment**-Section 400.120-Special Use Permits-Indoor Shooting Range has been added.

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

7) **Discussion of Small Telecommunication Cells**-The goal is that you have a month to review this. These are cell towers that fit on utility poles. The state now considers small cell telecommunications a public utility just as electric or cable. They can go in or out our right-of-way. They can also be used on commercial property if it is considered a small cell. If it is in a residential or historic district you can impose a sort of zoning limitations. The antenna cannot be more that 6 cubic feet in volume and the equipment can be buried or pole mounted can not be larger than 28 cubic feet.

John Borgmann-Can it be used for wi-fi also?

Sal Maniaci-Yes that is a good idea.

Mark Piontek-It is strictly telecommunications. It would not be for wi-fi. With the new law you are not allowed to regulate these things any longer.

Sal Maniaci-I do not need a motion. We can review next month. If you have any changes we can do them then otherwise we will send it on to Council.

8) **Discussion of Master Plan-**

Sal Maniaci-2018 was our five year point. We will starting annual updates starting next year.

Comprehensive Plan Five Year Check In

Attached to this month's packet is a copy of the Comprehensive Plan's Implantation Strategy. Based on commission member's reports, I have highlighted the objective's that I believe The Planning and Zoning Commission can have a direct impact on achieving.

There are many objectives that this commission has been vital in implementing and achieving the past 5 years and I'm proud of the progress we've made. The areas highlighted are a mix of objectives we have made progress on or deserve some more focus. The goal of this exorcise is to remind the commission of some objectives to keep in mind when making decisions. Some areas of focus are detailed below:

Transportation and Infrastructure

1. **Objectives 2.2 and 2.3 : Sidewalks.** — Access to and the expansion of pedestrian and bicycle facilities was highly rated in the 2013 Comprehensive Plan. The Commission has the authority to require sidewalks during the preliminary plat process. This tool could be utilized more often to achieve this goal.

2. **Objective 4.4: Development in concurrence with the Major Street Plan.** — I believe the Commission has done a good job remembering to incorporate future connections in preliminary plat recommendations. An area we could improve is in requiring east/west connection to be more direct. A connection between two developing neighborhoods is always great, but doing so with a collector street instead of many local access streets is ideal.

3. **Objectives 7.4 and 7.5: Stormwater and Utility Infrastructure Expansion:** This objective requires placing the responsibility of infrastructure expansion on the developer while still meeting future connections needs. I think City Staff and the Commission have been successful in achieving this goal and should continue to keep this in mind when making future recommendations.

Aesthetics

1. **Goal #5: "Review the type and appropriate use of building materials and their applicability to different areas within the community"** - Other than the Historic Preservation Commission regulations, the P&Z Commission has not made any steps in achieving this. However, there is an argument that this has not been a priority in most of our developments over the past 5 years.

2. **Objective 6.3: Utility Burial.** — Allowing utility burial downtown often requires a redevelopment and subdivision re-platting. The Commission has been helpful in achieving this goal.

Land Use

1. **Objectives 1.1 - 1.3: Entry Level Housing** — I believe this is an area that the commission has made some of the most progress. We have amended our single family districts to allow smaller lot sizes, amended our multi-family district to allow higher densities, and have recommended the approval of many multi-family developments nearing commercial districts. I would encourage the commission to continue to keep this objective in mind when reviewing multifamily requests over the next 5 years.

2. **Objectives 2.1- 2.4: Future Land Use Management** — The commission often utilizes the future land use map when making decisions on rezoning requests and manages potential conflict between residential and commercial uses. When Franklin County zoning requests are within 1.5 miles of our City limits The Commission makes a formal recommendation. A periodic review of the future land use map could be useful to determine if anticipating zoning trends have differed over the last 5 years.

3. **Objectives 7.2 and 7.3: Life Cycle Housing**—The commission has been and should continue to work with the development community to promote a variety of housing styles. In 2017 we clarified our Planned Residential district to allow for more unique development options.

4. **Objective 8.1— Zoning Code Review** — The Commission has achieved this by completing an overview of our zoning code in 2017 and created a zoning matrix to better place uses in different zone districts. This has proven to be a living document and has been amended as needed.


Civic Improvement

1. **Objectives 5.2-5.4 — Comprehensive Plan Review** — These are objectives that have received very little focus over the past 5 years. The Commission and the Community could benefit from a subcommittee that tracks progress of the comprehensive plan objectives and reports to the commission annually.

Action Items

1. **Update the Major Street Plan**
2. **Review the Future Land Use Map for changing trends**
3. **Establish a subcommittee to track progress over the next 5 years.**

Motion made to adjourn at 9:15, seconded and passed without dissent.

Approved: 
Thomas R. Holdmeier, Chairman

Next meeting of the Planning & Zoning Commission will be held April 8, 2019