

**CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Monday, April 11, 2022 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: Mark Hidritch, Mark Kluesner, Mark Piontek, Tom Holdmeier, Sandy Lucy, John Borgmann, Chuck Watson, Samantha Cerutti Wacker, Carolyn Witt, Mike Wood, Sal Maniaci

- 2) **Approval of Minutes from February 10, 2022**-Motion made to approve by John Borgmann, seconded by Mark Hidritch and passed without dissent.
- 3) The applicant is requesting approval of a Special Use Permit for an Indoor Gun Range at 1807 E. Fifth Street(Renewal of expired SUP)



Sal Maniaci-Alright, thank you. Yes, this first application tonight is for a renewal of a Special Use Permit for an indoor gun range at 1807 East Fifth Street is the address we have on file and the applicant said that that may be a mistake, but we can work that out with our Engineering Department if it is but it is Nick's Gun and Pawn here. In 2019 the Planning and Zoning Commission and City Council actually approved a Special Use Permit forward indoor gun range here. Our city code requires all Special Use Permits to become operational or get occupancy within one year of approval or else it expires. And since they didn't do that since 2019, obviously it expired. At that time there was actually a proposal. This was all one lot here to the west and they had proposed an expansion and that's where the gun range is going

to go. The only thing that changes with this application is that it's actually going to be a rehab of this facility and it will all take place in the existing building. So there'll be no new construction. So that's why in the application there is no site plan. There's not one needed since it's going to be all done inside the existing facility and doesn't change the parking requirements with the C-2 Commercial. So again here it is, C-2 General Commercial there is residential to the back. That is pretty typical for fifth Street corridor. Where you have one layer of commercial and especially in this portion of the Fifth Street corridor, it's a mix of light industrial, it's hard to see because it's a little transparent but that across the street is light gray. That's

M-1 Light Industrial. You have the commercial uses and actually there's a mixture of multi-family like industrial and commercial all up and down these few blocks of Fifth Street. And since the use again are a recommendation isn't changing since it's going to be completely done indoors screened from neighboring properties and all nuisance and sound ordinances are in place just like they would be for any other use. So our recommendation is still approval for the renewal of this use. And just for you all up here at the time when we did this, there was no neighbors that were contesting this at all.

John Borgmann-And that was building addition?

Mark Hidritch-Right. The gun range.

Mark Kluesner-So they wouldn't be sent out another letter at this point in time?

Sal Maniaci-We actually did anyway, we talked about that but we decided we'll just send it out anyway.

Samantha C. Wacker-No feedback or anything?

Sal Maniaci-I didn't get any phone calls.

Tom Holdmeier-Good. That's good to do it again. Any other questions, comments and anyone in the audience that would like to speak on this? If you would come on up, just introduce yourself.

Dr. J. Freeman-Hello, I'm happy to be here with you and I will make myself available to answer any questions that you have.

Chuck Watson-The only question I had and it's not really that much, but it said the hours are going to be the same as titan. What are your hours and stuff?

Dr. J. Freeman-Good question sir. The current hours are Wednesday through Friday 10:00 a.m. To 6:00 p.m. And Saturday from 10:00 AM to 3:00 PM. We may adjust the hours going into the summer time. We did that last year, also expanding into Tuesday. We're also considering taking the Saturday hours from 10:00 to 3:00 to 10:00 to 6:00. But right now it would remain the same.

Samantha C. Wacker-Dr. Freeman, what is the demand for this in the community if you know?

Dr. J. Freeman-I think that's a good question. I can only give you my nonscientific observations at this point. There are no other indoor gun ranges for radius of approximately 20 miles. The closest is in St. Clair. We have a request on a higher degree of frequency, people coming in wanting for safety classes, how to use firearms, how to do it for self-protection, how to qualify for range qualifications for concealed carry, that type of thing. And right now nothing like that exists in the community. So this is an opportunity to provide that service to them. We could do it in the existing facility. The only reason they didn't go forward is basically economics. At the time that Nick Watts, the prior owner had approved or sought the approval we went into an economic period in the gun industry where there was extremely high demand, there was shortages of ammunition and firearms that couldn't be obtained and opening a firearm shooting range with no ammunition just bluntly didn't make any sense. So we're coming out of that, we're starting to see a change in that market space where it's becoming more readily available and we think that the industry would support it.

Samantha C. Wacker-So you're going to be offering classes and things of that nature at your facility?

Dr. J. Freeman-Yes.

Tom Holdmeier- Thank you. Any further questions or comments?

Mark Kluesner-Doctor, would you have any extracurricular activities going on there? Like on weekends? Like any kind of shooting tournaments or anything like that?

Dr. J. Freeman-We really haven't thought about that. The one thing that I could see possibly happening like that would be merit badges for Boy Scouts. So back when I got started doing my own range master and firearms shotgun certifications is for that purpose is to restore Boy Scouts. So that's something I personally would like.

Mark Kluesner-Okay, thank you.

Tom Holdmeier- Any other questions or comments?

Samantha C. Wacker- I guess the question, what is your capacity as far as like let's say that everybody in Washington wants to come out and come to your facility and shoot some guns. How many people can you accommodate with what your plans are?

Dr. J. Freeman-We're looking right now at two or three lanes, very limited. So if the demand is there as the prior application was the land next to the building is still available and open for expansion. So if that is the case, I come back to you guys and say guess what? It's time to build a new building and expand the business.

Samantha C. Wacker-So for right now it's like 2-3 lanes is what then that's what the plan is?

Dr. J. Freeman-It's 2-3 lanes in each lane. Typically accommodate anywhere from 1 to 3 people cycling always safety being first we don't want guns being moved, we don't want live ammunition changing around. We always want to keep it in the lane facing down range so we try to limit the number of people as any gun range would with 1 to 3 people per stall.

Mark Hidritch-And then how much time usually is a lane, half hour to an hour per shooter?

Dr. J. Freeman-Yes.

Mark Hidritch-Thank you.

Tom Holdmeier-Any other questions or comments? Thank you. Good luck. Anybody else in the audience that would like to speak? If not, no further discussion.

Mark Kluesner-First to approve.

Mark Hidritch-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved

4. **File No. 22-0402 & 0403**-The applicant is requesting approval of a preliminary plat for Highland Meadows Plat 6 & 7



Sal Maniaci-So this is the continuation of the last application you saw at our last meeting about the annexation for this area. Previously as the Jasper Farm we annexed this portion this highlighted portion to the east. And now they've come back with the preliminary plat to fill that. After discussions with the applicant and kind of figuring out what their process was it was their idea and we agreed that it would be easiest to separate this into two plats even though they are side by side. So again these are the three parcels. I've got an X here you have the senior community district and Riverbend Estates is where the extension would be. You have this, it's kind of hard to see on this map but it's yellow or darker color. That's what we brought in as R-1C, Single Family Attached for duplexes. And then this portion that connects to Sofia is the R-1D, Single Family Residential for traditional single family homes. I'll kind of get into why there's two plats here, the first of which is just this lot A, it is 11 acres again where this purple is to create an actual a separate lot for the next phase of Riverbend Estates and actually plat High Street all the way down to that southern property line. Two weeks ago City Council approved a development agreement with the applicant to actually get High Street built. Since it is on our Comprehensive Plan and we had some incentive to get that done per our specs and per our location, staff proposal and Council approved to work into a development agreement with the applicant where the city would actually pay to build High Street to the edge of the property line and then the developer would connect the side streets and pay for that portion. The reason that being is that there is no, since we are putting the improvements here, there's no reason for a letter of credit for this or an escrow that would typically require for a final plat. And so they are ready to get this lot platted on its own, do a final plat next week already and then the other side of it will still have to go through the traditional review and so to give them the ability to plat lot A and develop it and get it sold or recorded they could be separated into plat six, they separated plat six and plat seven. So again this plat six has a lot A, 11 acres, it has all the appropriate easements, it has access to the future High Street here and there's really no concern and we are recommending approval of the plat six. And on plat seven here is the actual the main development with all single family residential. You have Sophia Drive coming east connecting east to Autumn Leaf which obviously in our comprehensive plan has been something and noted for well over 10 years since Autumn Leaf was constructed and we had the signs here, that future connection coming. That connection is finally being made and not only gives another way in and out of the subdivision, but it loops a waterline and just provides emergency services better access to that subdivision. You have Greta Court here which will be a short cul-de-sac but it'll be 30 ft. wide because it's less than 10 units but it does have the 96 ft. cul-de-sacs as required. And then again here on Walter Way, this is the single family attached. All these lots are larger, there over 12,000 square feet which allow them to build two units on one with a shared wall and then to the south here this is the R-1D, all of these lots are 7,500 square feet and above matching the zoning requirements. They have all the appropriate easements on there. I know there's a lot going on that just with the topo as well. Our engineering department has reviewed that for how stormwater will be diverted from this. The stormwater is handled as part of the Highlands Meadows development as a whole. So there's no need to provide a separate detention basin in this plat. And that has been reviewed by our engineering department. Again the roadways here, this is 35 ft. wide so that matches the existing Sophia everything with High Street is to the specs that were agreed upon with our development agreement. One thing that city staff wanted in that development agreement is that there should be no driveways on High Street. It's a major thoroughfare and will be a connector to the East West Parkway. Eventually we wanted all the residential streets to come off of there rather than driveways and so this plat meets that requirement. So we recommend approval of plat seven as well.

Tom Holdmeier- Questions or comments by board? Thank you.

Sandy Lucy-This is nice to see.

Sal Maniaci-And our inventory of lots is really low right now, so it's good to get some more lots recorded and moving.

Samantha C. Wacker-So Sal as High Street is built down there are there going to be sidewalks continuing on High Street?

Sal Maniaci-On one side, yes. Because our major, our code does require major streets have sidewalks at least on one side.

Samantha C. Wacker-Okay, that's what I thought but just wanted to check.

Mike Wood-Is there any plan to connect into Meadowlake Farms?

Sal Maniaci-No, Meadowlake street's really don't have the capability with any right-of-way there. And so our Comp Plan doesn't have a connection. Our comprehensive plan has an east west connection from Pottery kind of like with an outer road here in this general region. I think we may have had maybe a little bit further south, but this will satisfy it kind of an outer road for the highway. This will satisfy the connection here. In the future I could see maybe a connection back out to Pottery, but nothing through Meadowlake.

Tom Holdmeier-Any other questions or comments? Anyone in the audience. There's no further discussion or comments. File no. 22-0402 is for plat six. Okay, we'll address that first. If somebody wants to make a motion.

Samantha C. Wacker-Motion to approve.

John Borgmann-Second.

Tom Holdmeier- Okay. All those in favor?

All-Aye.

Tom Holdmeier- Any opposed? So moved. Then the next one is 22-0403 plat seven.

Sandy Lucy-Motion to approve.

John Borgmann-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed. So moved. Great. Thanks.

Kurt Unnerstall-The folks that built phase one and two of Riverbend, they're planning to build on their when they get their approvals, but they'll just need to have curb cuts on plat six but it's not going to be driveway, driveway, driveway. So it'll be a road and the road out.

Sandy Lucy-Like they've done on the other one.

Kurt Unnerstall-Like they did on the other one, right. Because the fire department obviously needs to get access to the property and then they'll loop it back out. So I just want everybody to know that we've got to have curb cut on lot six eventually we're not showing it because it's a raw piece of ground when their engineers engineered they'll come in before all of you and get approval of what they want to do there.

John Borgmann-So Kurt I know they won't take up that full 11 acres. Do you know what else is going on?

Kurt Unnerstall- No, they plan on doing it in two phases again. So it's really yeah I mean I don't know two more buildings if the number of units you know I think they did 48 or 46.

John Borgmann- 48 in the existing one.

Kurt Unnerstall-And there's 48 about 7.5 acres. But they're going to have more green space here. So whether they put it like incorporate like a little mini park you know all those all those people are senior housing. So I would think that they might look at some kind of a with the number of residents will probably have roughly what close to 100 some residents they might do like a little mini park back there or something.

John Borgmann-So as far as you know that's the only development for that?

Kurt Unnerstall-Right. No they're planning on just kind of mirror imaging what they did before that's what their intent is. Thanks.

5. Code Amendment-PD-Planned Development Districts-

Sal Maniaci-After some conversations we had internally as everyone was aware in 2017 we redid our zoning code and a lot of it was just updates to make sure it met all modern recommendations and state statute and all that. But we used to have the R-4 and C-4. We changed that to P.D.C. and P.D.R. or the planned districts. And the intent of that is because everyone was on the same page. The intent is for a developer who wants to according to something that doesn't necessarily meet the exact requirements of R-3 or

R-2. There's something a little unique about their proposal that they're asking for a planned district where they submit a plan up front with their zoning request so that's kind of the risk that comes into it. They have all the engineering and everything done up front and say hey the density may be higher here or the setbacks may be different but they make an argument because of this situation because of what we're doing there's whatever stipulations they have they're making arguments to why they're asking for that and staff Planning and Zoning and City Council get to make a recommendation on approving that as is and that plan is actually approved with the ordinance. So it's very specific to that piece of property. And actually looking at some of the other PDR's we've done you know the code that was adopted from P.J.A.V. I think they took this from another community which you know it's perfectly fine that happens a lot. The whole section of their P.D.R. their planned residential when it came to density it required the density of the development to match a underlying district. So essentially you had to pick another zoning district and match that density. Well that defeats the intent of what we're trying to do here because if someone is saying hey we need it to be a little bit more dense here and you're matching an underlying district you're already going against your code. It did have some density bonuses that you could add in with 10%, 5% for different things but at the end of the day I really thought that this the way this was written didn't really leave open the opportunity for a developer to truly come in and propose a unique planned district. It would really end up having, there was not really an incentive to go from R-3 to PDR and the way it was written. And actually if you look at Locust Valley and the Shoe Factory neither of them that those density requirements now City Council can approve the ordinance that they approve so that's not like we did anything wrong but it really you're just kind of striking out all of this in that review. And we thought you know what the intent of it is to be a case by case basis and not have it happen all the time. It still has to be on five acres or an acre and a half for residential, five acres for commercial. But it allows for a case by case basis. So in this proposal, I struck out this PDR density requirement and you have this calculation where it's the density shall be based on the dwelling units per net acre for the entire site and just added this new paragraph about the density of the planned residential development shall be approved per submitted plan. The Planning and Zoning Commission and the City Council shall determine if the proposed density exceeds what is necessary and appropriate for the surrounding area or if it fails to comply with the general standards set forth in section G. The other part of that is that section G here, density and dimensional regulations and performance standards. It really talks about the project not creating a detriment to the surrounding area. It kind of already has these stipulations. So, I think we have the right when reviewing it, say, hey, what you're proposing, the density is creating inadequate or unsafe vehicular access. It is the peak hour, we have the ability to say it doesn't meet these performance standards on a case by case basis, there's no reason for us to calculate the density whenever we have these performance standards that we individually are on a case by case basis can review, so that is what we are proposing. We don't have someone on the wings waiting to submit a

project. This wasn't something we're kind of revising, we just thought before something else comes in, we should probably get this to really match what the intent was. The last thing I changed on this common open space requirements again, that goes hand in hand with the density side of it, I think we can review that on a case by case basis. If we say you need to add open space, we already have 5% open space requirement for any parking if there's over 30 parking stalls, you have to have 5% open space, that would still apply because our parking plan is still part of the overall zoning code. And so again, I thought that is really not something we'd probably end up striking that out more often than we implemented it. And if we wanted to implement it, we could require it again, as a case by case. And then lastly this highlighted portion or there's two more the buffer requirements like a good example, again, the Shoe Factory, that was an existing building built up to the property line, there was no way for them to put buffers, but the code didn't have a section in there for Planning and Zoning Commission to say in this circumstance, the buffer doesn't need to be there. So I just wanted to make it clear that the Planning and Zoning Commission has the authority to waive that if they submit. And then on the last one, the density shall be set per approved plan because one last time it reiterated, it had 18 units per acre as the maximum. So after all that, after you set up the base density, our code still had a max of 18 per acre, which is not any more than what R-3 allows. So again, it completely contradicted itself with the whole point of what we're trying to do. And so actually Darren, John and I were sitting after a meeting one day flipping through here and realized we'd probably 98% of the time if we got a PDR, we would be saying, oh yeah, you're not going to meet that. They'll have to ask for a variance from that with this ordinance. And so it's like, let's just make it as a case by case basis as well. And that's what it was before hand with the R-4, you submit a plan and we review it and we can have, there's a sketch plan that it's reviewed early with city staff beforehand. We come back with comments. They come back with a preliminary drawing that goes to Planning & Zoning and City Council comments can be made, they can finalize it and then resubmit a final drawing, that is all still in there. And I think that that process and of itself is enough is adequate for appropriate review of what's going to come forward.

Samantha C. Wacker-So Sal the only thing I agree with what you're trying to do in the spirit of it. I just had a few linguistic concerns from a lawyer perspective. When in the first part in the section A on density when you're saying the density of a planned residential development shall be approved per the submitted plan. I was troubled by that language because it made it if you could twist that if you're a developer and say well you don't have the authority not to approve this because its per my submitted plan. So I think we could word that better because the intention is as you said to do this on a case by case basis. So my thought was that we could say that the density of a development shall be reviewed on a case by case basis per development and shall be set per each approved plan or something to that effect. Does that make sense to you? I was asking Mark, I'm putting the other lawyer on the spot.

Mark Piontek-I'm ok with that.

Samantha C. Wacker-So okay and then I think that probably should mirror the same thing in the P.D.C. Section Sal. That other section A under P.D.C or the mixed use I think mixed use wherever else you have it. Yes PD.

Sal Maniaci-That's a good idea.

Samantha C. Wacker-And then the other one was just on those buffer requirements. I also agree that we should have the ability to waive them. But I think again maybe they should be reviewed on a case by case basis and may be waived per approved plan.

Mark Piontek-And those are really waived by the City Council not by Planning and Zoning.

Samantha C. Wacker-Okay. Maybe upon recommendation of Planning and Zoning or no?

Mark Piontek-Planning and Zoning recommends waiver and Council says no Planning and Zoning doesn't recommend waiver and the Council says we're going to do it anyway. You just have inconsistencies.

Tom Holdmeier-They make the ultimate decision.

Samantha C. Wacker-Of course we are an advisory board.

Tom Holdmeier-Any other comments?

Sal Maniaci-Mark, I'll make those changes and make sure they're in the packet for you to review before Wednesday.

Tom Holdmeier-Do you want a motion on this or?

Samantha C. Wacker-I would move to approve per the suggested changes.

Carolyn Witt-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved. Now I think we just have to hear from our fearless leader.

6) **Comp Plan Review**

Sal Maniaci-I'm not going to go into the depths like I did at City Council so I'll spare you the full presentation. But we were \$37,000 over budget. So I really dug in at Council. So I mean half of you are on the committee so I just wanted to update the ones that are not and wanted to give you an update. We did interview four different firms for the Comprehensive Plan. And we went through, scored them individually and actually did so without talking to each other after each interview we didn't sit around and talk about what we thought of it really. We just scored it and moved on and then compiled them and averaged the scores out. And after reviewing all of the scores H3 Studios was the one that came up top. And so after a recommendation of the committee, city staff had four additional meetings with them to nail down a scope of exactly what they would provide. And so we had a lot of conversations with them and the reason really for the delay was not even Planning & Zoning, Comprehensive Plan related, it was more the economic development strategy which we really got into which we don't have to go into today. However, this is really what we talked about. So we have four studies on record right now really more than but these are the four that we're going to kind of roll into one. We have obviously the Comprehensive Plan that has a 2013 date, there was a Workforce Analysis done in 2014 and Economic Development Strategy done in 2015 and then a Downtown Revitalization Plan that I think was done with a grant with downtown in 2011. And so we kind of went through or sent all those documents to H3 Studios and said what can we do to really marry these together? When you're having one group may be doing all the analysis and then give us different documents. We're going to have one Comprehensive Plan, a major 10 year plan and then one Economic Development and Workforce Analysis that is going to be a separate document but going to use the data that actually so they work together and have similar goals but obviously one just more geared towards economic development. And so there's two articles of this. Article one is going to be the Comprehensive Plan. It does include the obvious technical tasks where they do map production to make it work with the G.I.S. existing physical and regulatory analysis. So not only looking at existing conditions but the regulatory look at our actual city code and say are there sections of your code that contradict what your comprehensive plan is aiming to go. And so I think that would be an important step. Community engagement being all four steps of these where they're going to get input from how we've been doing in the technical task from the community visioning of where, what we want to see over 10 years, the draft plan when they actually come up with goals and recommendations, they say here's our draft plan will get public input at that point and then before we do a final adoption there will be fourth opportunity for public input. But obviously this is broken down into four phases, the community visioning and goal setting, that's really where they'll take that first round of input, sit with city staff and really come up with what goals and objectives we want to accomplish over 10 years but what we really appreciated, it's going to break it down into short, medium and long term

goals and then also what department will be responsible for those. And so every year, Darren sits down with each department head and they come up with a list of goals during their review, their employer review and this can actually set those goals for the next 10 years if we wanted it to and say here's what the Comp Plan says for your department, this is actually the timeline of when you should get it done. Whether it's one to three years and all the way for long term step by step. Right now, we have a really good list of goals and objectives in our comprehensive plan. It doesn't have a great implementation strategy to say here's our actionable items you can do to actually get that done. And that is what we really liked about H3 is they have a chart at the end where it says here's the action, here's the goal that it attributes to, here's the department that it's relating to and then just like you see in like a restaurant menu online, it's got how many dollars spent, so you can kind of gauge how expensive and so it breaks it all down on their and then again the draft plan, they're going to draft it all together for us before they adopt anything, will have a chance to review that before anything is set in stone and then the actual adoption activities, getting that recorded, getting it through Planning and Zoning Commission, City council and then create that final document and that strategy. That's chart of here's how you're going to implement this over the next so many years. And again, Article two, this was more we really got into the Economic Development Strategy because the more we got into realizing what we really needed, it kind of brought that price up a little bit. That's really why the delay. We had a lot of meetings with them on this part, but it's going to really get into the demographic and housing trends. The land needs, we need for what we're looking for, but it's going to tie the goals and objectives from the Comprehensive Plan and tell us how it relates to any hurdles we have with economic development. I know it's going to come back and say we don't have the housing supply for the workforce we have, but it will be good to have that on paper and actually give us some detailed information about here's based on your average wage and your skill set here is the type of housing you should really be going after. Because they're going to do another study and say, in 2014 that study we had done it was almost equal. We had 33% of our nighttime population, of people, of our citizens who live in the city limits, we're leaving every day and going east. So assumedly in St. Louis we actually had a 33% of people coming in from the west. And so it almost balanced out every day. And then with our hospital and our shopping center and everything our daytime population actually goes over 20,000 every day. So we're bringing people in and so we're not a bedroom community. We are having a larger daytime population, but there's still 33% of people who live here who are working outside. So maybe there's a target industry that's more office oriented, office development oriented, that we're not targeting, that we could come in and then also on the opposite side of that, the people who are working here who are coming in every day, what type of housing stock do we do not have that we could provide. That's all what they're going to give us that information on just the housing and demographic trends. Then they're going to get into the target industry sectors for retention, expansion attraction because of a grouping of businesses that we have in our community, maybe there is a distribution chain that we have a leg up on because of maybe two companies that both use the same supplier and we could have that third supplier come in, maybe that as a target sector for we're not working on. So they're going to identify those for us and give us some goals and objectives on how to attract those. They're going to have specific downtown Washington as part of this kind of a focus area because obviously you're downtown is going to be a major economic driver for your community, not just on what it can bring for your sales tax and property values downtown, but what it does for your quality of life if you're bringing a bunch of new employees here that they have a vibrant downtown. Evaluate and project the Washington area labor force. So we really have an idea of what our skill sets are more and more. I'm hearing from what I'm submitting what we call RFI's to companies, they have site selectors who they hire, who just go all over the state or the region and say, hey, we're looking for this much land. We're going to build, we're going to invest this much and they want a list of properties they could build on. It used to strictly just ask us questions about the land. Now that's lower. It's all about give us all the information you have on your workforce. We don't have anything that is recent and accurate on our existing workforce. So hopefully this will give us documentation we can give to a potential employer to show them what maybe we have a specific skill. I would imagine we have a higher

percentage of skill set that other communities don't, especially in, I mean 22% of our workforce around is in skilled manufacturing and the state's only at 9%. So maybe the fact that we have that skill set, maybe not enough people, but we do have a higher percentage of that skill set could give us a sector that we're not targeting right now that we could. And then lastly come up with an actual strategy. Again, these goals and objectives, tangible items, action steps of what we could do and so that's going to be kind of a separate article of that. So again, the reason we went with H3, they did provide an in depth review of existing conditions, projected needs based on professional surveying and community input. We really like they had a deep understanding of our community, they came in with a large group and they had local people, so they had, it's one of the sub-contractors I guess you can call them on their is Horn Architects. So when it comes into housing design and housing needs, they have a local architect who knows what would fit into our community based and then also have some professional input on, different housing designs that could maybe meet a different demand. They had Lochmueller Group who was doing multiple traffic studies in the area already. Franklin County has hired them, I know some private developers hired them that is a benefit for that they are familiar with the area, they're already going to have a leg up on some studies that we can tap into and build on. And again H3 is also currently doing Unions Comprehensive Plan, so they've already kind of started to look at the local workforce. So there's a lot of things in our meeting that really made us comfortable and again, it's not just urban planners, they got urban planners, they got architects, they got transportation engineers and then Bob Lewis is the Certified Economic Developer consultant on the project so they have kind of four subcontractors all working together for these two documents. And then not that I mean you guys just care that we get it done right but we do have a plan to break this budget down because we had about \$85,000 budgeted this year. It came in at \$134,000. Again, hence my very detailed presentation last week but we're going to break it down. And actually so about \$15,000 of it we're going to go to the private civic industrial corporation groups and say hey for this should give us a long term strategic plan for economic development that I would assume they would see value in and asked for some of that money. They actually broke out for us \$17,000, they're anticipating strictly being Lochmuellers bill. So we said okay well let's take that from the transportation sales tax and then they're going to give us information or a study on how to make sure we stay on top of MS4 and D.N.R. and being compliant with our storm water needs and showing that we have that worked into our infrastructure plan for the next 10 years. And so we calculated estimated value out of our storm water and wastewater plan to make sure we're compliant with MS4. And so if unless we really have any opposition to this, our plan is to bring a budget amendment and contract to council next week and then we can start the process.

Tom Holdmeier-Questions?

John Borgmann-I would just like to let the commission know too, that this is affecting the fire service hugely too in a way. So this is the Fire Department is also going into contract with ESCI which is an organization that works for the International Association of Fire Chiefs and we're going to be doing a 10 year comprehensive plan long range plan also, that's not only going to look at the city but look at the entire area that we service which includes the community Fire protection district and looking at the whole area as a whole so that as we grow, the district actually shrinks. But yet we have the facilities in place because we don't want to be playing catch up. When we start to start any expansion or you have all this community development going on. We have to be in a position where we can provide the service. So this is all kind of happening at the same time, which is a good thing for the city and that's being a shared expense between the city and the fire district.

Tom Holdmeier-Any other questions, comments? Thank you.

Sal Maniaci-I'm excited to do it. You only do this every 10 years and it's going to be a big project.

Mike Wood-So what's the timeline to get completed.

Sal Maniaci-So I have 12 months on there. They originally told us they could do it in nine, but I think that was because I told them that's what I wanted. The more we looked at it there's no reason that it has to be implemented January 1 of 2023 as long as it's implemented in 2023 for 10 years, starting our 10

year process. So if it's signed next week we can get the process going. They have, I can say that they have an 18 page scope of our work with a very detailed schedule because after four meetings they could tell we really wanted to know why it was so expensive. So they broke it down. This meeting is going to be \$400. This meeting is going to be \$350 and so on, so it's 19 pages of, they will break down the cost. So it has a lot of, it's not even though they're still going to do a lot online, they're going to do a lot in person meetings and if they have a transportation idea from Lochmueller, they even said they do like a pop up study said, hey, if they're recommending, this is the first thing comes to mind like a road or where you may be at a bike lane, they can actually go in and put in like cones and show you what it would look like and invite the public to come put their input on what they think about how it fits into that area.

Samantha C. Wacker-So one of the other things that I Lochmueller has connections with grants and things that we might be able to tap into. I was part of this and I was part of this years ago when we hired the other firm that did the work of and H3 really, I mean they, there was a reason, I think really across the board we all rated them very highly independently rated them highly based on what they brought forward. They seem to have the best connection as far as understanding our community. They seem to have the most value added and just also you know when we're spending dollars of this nature I think it's nice to keep a portion of that local and so just the connection with the local firm was important.

John Borgmann-Do we need a recommendation from this committee?

Sal Maniaci-It can't hurt for the minutes. I don't have anything for Tom to sign but well I do now that I can, I can get it. I can print it before you leave today because you're not going to be around. So if I, if I get a motion tonight, I can get that letter.

John Borgmann-I make a motion that we approve the start. Go ahead with this process.

Samantha C. Wacker-I would second that motion.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved. Good.

Sal Maniaci-Thank you guys.

Sandy Lucy-We were doing this in 2013 and here it is 2022. So we're ready to do the next one. So anyway, first of all, our new Mayor is here this evening. Doug hit the ground, right. Anyway, but he's hit the ground running today was his first day at City Hall. And you were here maybe longer than you thought you were going to be kind of. But I've been trying to make the circuit of all the different boards and commissions over the past month. And I really want to thank you all for serving our community on this board and I know many of you served on other boards, but this isn't always the easiest board to serve on. It can be controversial and I recognize that. And yet year after year we continue to have really good discussion. Really good dialogue. You all do your homework. You work hard and you really always try to do what's best for our community. And I have so appreciated that you've made my job easier. And I'm so grateful for all your efforts and not just on this board as well. I mean Washington is made up of volunteers, volunteers, volunteers. And so we have people all across the city who give up their time and talent to help us to develop this community. And I couldn't have enjoyed the last 12 years more. I loved every day of it. And it's just that I'm on a new chapter now and I have to get over this. But anyway, I know I'm handing it off all kind of tied up in a bow. And I'm, I'm just looking forward to where we can take it next. And so I know the community will continue to grow. I know it will continue to thrive. I'm very, very confident and just want to say thank you. So I really appreciate all your efforts and Kurt I am so excited to see that plat. I mean, we've heard all about this and here it is tonight. So anyway, it's just nice to see the development coming. So anyway, so thank you very much and be good to Doug. He's going to be, that's where you'll sit. Anyway, so thank you. And just, I'm going to still be in town. **Everyone**-Thank you.

Carolyn Witt-Thank you. We have had extraordinary leadership. Leadership with a very subtle touch. It has not been like you will do this. It's been very well tactfully, but lovingly given to us.

Sandy Lucy-One of the things and I know many of you may have said this, but in winding out of here, I just feel this tremendous love from this community, even from strangers who come up to me and something magical must have happened during these 12 years. I'm not really sure what it was, but people are saying things to me that I just feel genuinely loved by this community and it is, that's why I cry. So anyway, but it's just really, it's been it's been very rewarding for me.

Tom Holdmeier-Any other discussion? Questions, comments? I'll entertain one last motion.

John Borgmann-Motion to adjourn.

Carolyn Witt-Second.

Tom Holdmeier-All those in favor?

All-Aye

Tom Holdmeier-Any opposed? So moved. Thank you, everybody.

Motion to adjourn the meeting at 7:48 p.m.



Thomas R. Holdmeier

Chairman

Planning & Zoning Commission

Meeting adjourned at 7:48 p.m.