

CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Monday, June 13, 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, Mayor Doug Hagedorn, John Borgmann, Chuck Watson, Samantha Cerutti Wacker, Mike Wood, Sal Maniaci

Absent: Carolyn Witt

- 2) **Approval of Minutes from May 10, 2022**-Motion made to approve by Mark Hidritch, seconded by John Borgmann and passed without dissent.

- 3) **File No. 22-0501**-The applicant is requesting approval of a Special Use Permit for a short-term rental at 2134 Matilda Court.

Sal Maniaci-This is the item that was tabled last month for short term lodging. Just kind of recap. This is a request to allow for again short term lodging which is defined by anything less than 30 days at 2134 Matilda Court again here is in Cricket Creek subdivision off of Steutermann Road. You can see here all of its R-1A Single Family Residential but one slide I did add from last time these are just you can see all of our active short term lodging. At the very bottom there's a blue dot just because I wanted to zoom out so you can see where the subject property is. I kind of see how they cluster on the north side of the city really. We do have one licensed on the south side of 100 but technically that is Super Eight Hotel because hotels also are qualify as short term lodging obviously. So but I know someone asked that last month so I thought I'd add that map today. And that's it. If you have any additional questions.

Tom Holdmeier-Questions, comments from board?

Doug Hagedorn-Pat and his wife, we could do absolutely no better than to have these two people get our approval tonight.

Tom Holdmeier-Would you like to come up and introduce yourself?

Michelle & Patrick Reddington-Applicant-Hi I'm Michelle Reddington and this is my husband Patrick. Do you want to know a little about us?

John Borgmann-I think at the last meeting we had some concerns about maybe some of the code issues whether or not that had been updated and bedroom window egress and things like that.

Sal Maniaci-There was a building permit that was gotten from them inspected by our building department.

John Borgmann-It meets all the criteria?

Sal Maniaci-Correct.

Samantha C. Wacker-I think the question that we had I guess they're the concern that I know that I raised at the last one was not directed to these applicants specifically more the location of the property and with it being in the middle of a residential subdivision. Is that an appropriate use that was again not directed at these applicants because nothing is not personal. It's more just in terms of globally from a city perspective, is this an appropriate use in this location? That's my concern.

Tom Holdmeier-If you go back, I think we do have some that are out even though it's the north side, we do have some.

John Borgmann-I know there's some over in Deer Run.

Samantha C. Wacker-That we've approved? No, we didn't approve one in Deer Run. It came before us and it was denied because it was not an appropriate use for the location.

Sal Maniaci-So Deer Run and Lake Washington were approved in the same month. I want to say back in like 2018. And Deer Run was denied at P&Z they withdrew before they went to council. So it never went to council and then the same with Lake Washington. I think there was I don't even know if it got to a vote. The neighbors were pretty adamant about not being in favor of it. So they withdrew as well.

Tom Holdmeier-My point was east and west. I think we have some outline neighborhoods. That's what my point was. Not that.

Sal Maniaci-And I did notice today there is one that's not shown on here on River Place. Not that it's anywhere close, but it's there's one that has a river view here that I know we approved. So I'll have to update that on the map.

Tom Holdmeier-Any other questions comments by board members?

Mike Wood-Are you living in the upper level and just want to rent the bottom out? Is that what the idea is?

Michelle Reddington-Yes.

Chuck Watson-And did you say you've had that lower level inspected?

Michelle Reddington-Absolutely Blake Marquart came back twice and double checked everything.

Patrick Reddington-The house has been totally rehabbed on the electric and electronic fire and alarm and carbon monoxide detectors. The whole house is wired the same. No stand alone fire smoke detectors and it is a separate unit apartment as well as a fully two bedroom one bath, two very nice little living rooms, bathroom and kitchen area completely separate from the rest of the home upstairs.

Michelle Reddington-With concrete code steps that go all the way around sloping safely. All the windows are standard sized.

Tom Holdmeier-Any other questions comments?

Samantha C. Wacker-And this is R-1A correct?

Sal Maniaci-Correct.

Samantha C. Wacker-It's not a two family?

Sal Maniaci-Correct. Yes. It's single family subdivision, which is why they would need to get a Special Use Permit regardless even if it was like, we haven't had a request here in a while, but I've gotten phone calls about traveling nurses, you know that kind of thing. If it's over 30 days it's not a short term lodging but in single family it still needs some type of Special Use Permit.

Mark Hidritch-John I guess since Blake checked that out, he would know about the windows. I mean that was one of our questions.

John Borgmann-She answered some of that with a 9.5 ft. pour that makes a difference too.

Mike Wood-I thought I remembered that it was somebody that was moving in and they weren't quite in there yet and they were going to rent it out until they moved into town or something. That's what I remember about it.

Chuck Watson-That was part of it.

Mike Wood-Is that part of it? Okay.

Michelle Reddington-I've lived in the residents for almost 20 years. We've been married eight years. There are in within Cricket Creek, there are some houses that are being rented out by people that would not be a short term. I have the advantage to when I have family in town. My daughter's getting married in the fall. I can be very selective with dates and holidays and things like that and because I live in the residence and I have a daughter, of course I'm going to make sure there's nothing crazy going on down

there and I'll have the right to be able to make that decision. Do you know what I mean? I live in a very well established neighborhood and all my neighborhood neighbors know me.

Tom Holdmeier-Any other questions, comments by board?

Samantha C. Wacker-How much of the neighborhood I mean if you have the ability to check how much of it is rentals versus owner occupied?

Sal Maniaci-We can't, I mean I don't know because it's all single family regardless. I mean the Fair Housing Act.

Samantha C. Wacker-No, I understand but as far as I mean there has to be an occupancy inspection if there's a renter that comes in?

Sal Maniaci- We just don't have the data mined even go through and know on our map this is marked as rental, this is mark owner occupied. So that is something we could do based on occupancy inspection. Sounds like something I can get an intern to do.

Patrick Reddington-I also have also have a rental on Macarthur Street. It's a single family home that I ran out to a long term tenant. It is also inspected but if I get my inspection within six months can bypass as long as it's within six months of the reinspection date.

Samantha C. Wacker-So what I'm just struggling with is not again nothing to do with the two of you. It's the property, it's the location of the property itself. That's my only concern.

Patrick Reddington-It is again, it's a like I said, it's got plenty of parking also in the driveway and also it's a cul-de-sac so the traffic would be minimal. One in three people, four tops is all it can house. So we're not looking at a parking problem. We're actually dealing with a camper problem. But parking actually in front of the home. So it wouldn't be much of a distraction. And it usually between a one person maybe a week and up to four people max on our Airbnb.

Michelle Reddington-But it wouldn't be four cars. Typically are potential client would either have traveling nerves capabilities, business people coming in town looking for a little bit more homely environment with wifi without, you know, doors slamming shut in a hotel. So it's kind of where we're at and it's just something that I think the city could use. And it also brings a little more business to the area.

Tom Holdmeier-Any other questions, comments,?

Mayor Hagedorn-Pat and Michelle this was really helpful and I have to agree with your guys point about person such as traveling nurses, manufacturing fields, pilots. Guys, we're growing our housing situation. We're not in dire straits, but there's a lot of folks that are considering moving or in the process of moving who need a place to stay here. You know, I understand where you guys are coming from. But to get a nice place where you feel safe in the new community and these guys will certainly provide that. I think that's a real benefit to all of us. Not as a long term solution for us, but you know, places like this will get us through until we can build more affordable houses for new people in town.

Tom Holdmeier-Any other questions or comments? Thank you. Is there anyone else in the audience that would like to speak? If not, I'll entertain a motion.

Mike Wood-I'll make a motion.

John Borgmann-Second.

Tom Holdmeier-1st and second. All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

Sal Maniaci-I just want to mention, sorry. So a letter went out today. So we didn't have a quorum on the 21st for Council and so we have to postpone the next meeting until July 5th. So I apologize. It's just we didn't have a quorum. So, we sent another letter to the neighbors and we put it in the paper today. So

this next meeting instead of June 21st will be July 5th at 7 p.m. same time. Same place. But a letter did go out today so everyone should get that.

- 4) **File No. 22-0601**-The applicant is requesting approval of a Special Use Permit for a short-term rental at 1448 E Eighth Street.

Sal Maniaci-Okay so again another request for short term lodging. This one is on the north side of Highway 100 or in the eastern section of town. You can see here in this area, it's at the corner of East Eighth and Camp Street. So it does have the advantage of being a corner lot and it does kind of double their street frontage there. If they were to have a you know additional parking needs. You can see here for the zoning it is R-1B Single Family Residential, so still single family, just that little bit higher density. And then again here, I know it's hard but I wanted to zoom out as far as I could. It is highlighted down here, it's east Eighth so there are kind of some a little bit closer than this circumstance. You know obviously the cluster is closer to downtown. But we do have this is American Inn and again there is one here on River Place that is not shown And then we have one here on Third Street that was approved just last year. And so again with our traditional recommendation with these you know these home away Airbnb, staff typically feels that the proposed use is still residential nature and Airbnb s and home stays have historically proposed little to no significant detriment to the surrounding properties. You know we have yet to really have many complaints on these. We have about 43 if this gets approved and the one previously that just got approved. Still has to follow obviously occupancy inspections in this case annually rather than tenant by tenant. And then the same noise ordinance. They have to follow just as any other long term tenant or our homeowner. So we do recommend approval of this as well with the standard stipulations of inspections and all normal building codes.

Tom Holdmeier-Any questions comments of Sal from the board?

Mark Hidritch-Is that garage going to be used for all street parking as well or is that?

Sal Maniaci-So they will have to answer if the garage is available itself but there is a driveway so there is off street parking regardless but I don't know if the garage is going to be kept for personal use that is common with these Airbnb is that they keep it for their own storage but allow the driveway. So the applicant is here tonight.

Tom Holdmeier-We'll call you up in a minute. Any other questions comments?

Chuck Watson-So it says number of units. It just basically they're renting out the entire house?

Sal Maniaci-That's what it said in the application. One unit.

Tom Holdmeier-Any other questions or comments by the board. If you would come on up. Please introduce yourself.

Lora Petty-For the permit application. I'm Lora Petty, recently married. So this is Mitch, my husband, thank you for having us.

Tom Holdmeier-Any questions or Mark you want to?

Mark Hidritch-It was just that garage, is that going to be used for all street parking or is it storage?

Lora Petty-It will be available for off street parking. It won't be a problem.

Mark Hidrtich-Okay.

Lora Petty-There's actually one part of it is for a car and the other part is for storage. So it's kind of the best of both worlds. Thank you.

Mike Wood-You have two stories. How many bedrooms? How many baths? How many tenants are you looking to put in there?

Lora Petty-No more than six. So we have two very small bedrooms downstairs. This is a charming older home and then upstairs is one large bedroom, 1 ½

baths. But we're looking at strictly like one family that sort of.

Mike Wood-Right, because you only have one unit in there. You're not looking to say somebody's getting these two bedrooms, somebody else is going upstairs.

Lora Petty-Right.

John Borgmann-It looks very nice by the way.

Samantha C. Wacker-It's very cute.

Lora Petty-You all have seen it.

Samantha C. Wacker-Yes, we tend to drive by the homes, we try to inspect the properties.

Lora Petty-Were trying so hard. It's fun. It's like a dollhouse. You know when you're not going to live in it, you don't have to worry about it. It's fun taking out dead trees and planting flowers.

Mayor Hagedorn-How long have you owned the property?

Lora Petty-Not very long. About 30 days. We have another piece of property that we own. We live on Grayson Ridge Drive in Richfield. So that's our primary resident. We will be close by landlords.

Tom Holdmeier-Any other questions or comments by board?

Lora Petty-Alright, thank you very much.

Tom Holdmeier-Anyone else?

Jackie Gilmore-I actually was here to comment on another topic, another short term that you were going to go over tonight. But it turns out this one that I didn't know about is right across the street from our house. So my concerns are the same for this as they are for the one that's going to be two doors down.

Samantha C. Wacker-Just to stop you for a second and apologize Point out on the map here where you are at. What's your address?

Jackie Gilmore-You see where Lincoln is where Camp is we are without crawling up. Okay there's two driveways, not those two but then the next two driveways that are together we are the one to the left. Okay that's 1425.

Samantha C. Wacker-Okay. So thank you. I just wanted to clarify where you are in relation to this.

Jackie Gilmore-And then the other one was two doors towards Camp Street on our side and I guess our concern was there's not a lot of parking on the street, you can fit a car in front of your house. We do have a long driveway right there but I guess whether or not there's going to be a lot of car parking issues sounded, you know all of that. How is the city ordinance is going to be enforced? I guess it was our concern, you know with is there going to be people in and out in and out all the time? And like how was it, are the owners going to continually maintain the properties? You know if there's you know renters that or out in the backyard because we do have fairly good sized backyards. And I guess just you know, overall I wanted to come tonight to find out information not necessarily to oppose it but to learn what I could about it I guess calm my fears, so to speak. You know, I want to to try to get some answers.

Sal Maniaci-I'll be able to answer at least two of them for the maintenance and the stays that can be up to them because short term lodging does allow nightly stays, however, most of them do have a two night three night minimum so that's up to them. As for the ordinances this does have parking on Eighth Street and on Camp and it has obviously the driveway and garage so obviously people can park in front of someone else's home. We do have a current ordinance that no one is allowed to park in front of a home that they do not own past 10 p.m. That is enforced on an on call basis. So that 1050 number actually that we mentioned earlier for campers. That's the non emergency number. So that's how parking issues are enforced after 10 PM.

Jackie Gilmore-We don't want to be those people.

Sal Maniaci-I get it and sometimes it takes one time. So parking, it can be enforced. And then for the noise ordinance when you talked about aspect enforcement that is also the same as just like any other home that there's a house party just rental or not. There's a noise ordinance that has to be followed that is enforced by the police department.

Mike Wood-I would tell you this the concerns you brought forward are many of the same concerns that other neighbors have brought to our attention when these have come before us and to our knowledge there hasn't been a problem with any of them but I appreciate your concern because I think I have the same ones that there was going in my neighborhood. I kind of want to know you know what is the deal? That's why I asked the question about how many people so he's going to try to limit it to, you know it's not going to be multi families, it's going to be a family that comes in. Probably spends two or three days. I mean if you think about it that way they're going to enjoy their property, they're going to enjoy the surrounding areas in Washington.

Jackie Gilmore-Because our houses are pretty close to our neighbors and Keith Coulter and us we can wave at each other through a bedroom window. So you know the houses are pretty close.

Samantha C. Wacker-So maybe we can bring the applicant back up to address some of these things and may clarify some of your concerns?

Jackie Gilmore-Like I said I was here tonight because I wanted to get information for myself and know more about what have you got.

Mike Wood-Have you gotten your questions answered though because I don't want you to sit down and then go home and say I wish I would have done this or wish I had done that or they didn't answer this.

Samantha C. Wacker-I am going to ask some questions of the applicant that maybe will clarify what she brought up. I think.

Jackie Gilmore-I mean I would think that if you purchase a property you'd want to screen your app, your renters or whatever.

Mike Wood-You don't want to come in there and tear it up at the cost.

Mark Hidritch-Well as far as maintaining the property, if they don't maintain it, they won't rent it out because nobody's going to rent something that's not well maintained.

Mike Wood-And they have a yearly inspection as well too.

Sal Maniaci-Just one more thing. You mentioned another one on Eighth Street that was coming?

Jackie Gilmore-We had gotten a letter about it and it's two doors down, 1448.

Samantha C. Wacker-That is 1448. That's this property.

Sal Maniaci-So there's only one going in.

Jackie Gilmore-Well the House two doors down. They bought it over a month ago. Yes we haven't that that's their property. Yeah I there is not another one. I formally apologize but still I'm pretty close but like I said we just wanted to know more about what this all entails because we haven't come across it yet before. So we've on the house for 17 years, so this was kind of new to us.

Mark Hidritch-And I'm sure Laura will come back up and answer any questions that you have, like Mike said you want we want you to feel comfortable

Mike Wood-We want you to agree with us, we can't guarantee agreement but we want you to feel comfortable anyway that you got your questions answered.

Jackie Gilmore-That's fine. I appreciate it. And thank you for hearing me.

Tom Holdmeier-So why don't you all come back up.

Samantha C. Wacker-So to clarify, are you using the Airbnb service to market this?

Lora Petty-Okay.

Samantha C. Wacker-Can you explain a little bit because I understand it, but I don't know if this lady does, how does the Airbnb work, explain about the background checking and the process that they use for vetting.

Lora Petty-So I'm actually a super host already. I have a house in Myrtle Beach. That means I get five star reviews and I've been doing that consistently for the last five years in Myrtle Beach in my townhouse down there. I have my next door neighbors or my off site managers and they have done an excellent job and you're concerned about noise. My managers down there, we share a wall. We've never in the last five years had a problem. So most people are very respectful. I've been fortunate everyone has been very respectful of my property. I've had no damage. so.

Samantha C. Wacker-Well an Airbnb does some background.

Lora Petty-They do, they do a background check, their identity is confirmed, their email, their bank account, everything is confirmed that they pay you know a reasonable amount to come in and use your property and they don't damage I guess. And so far everyone has been who they say they are. We will have eventually the doorbell that has the camera which will identify the coming and going. So we'll be aware if we think we've rented to four people and 20 pile in we can drive over there and find out what's going on.

Samantha C. Wacker-Because as you said, you live here in town?

Lora Petty-We live here in town.

Samantha C. Wacker-You will be managing this yourself?

Lora Petty-We will okay so we will we will be the managers of this property because we reside so close, we will clean it. We will have it inspected annually. Outside it basically needs to look like a display home people that pay money to come stay at someone else's house expect everything that they would have at home except for it has to be nice and that's what we're trying to provide for them.

Samantha C. Wacker-And who's your target market?

Lora Petty-Our target market would be those folks coming in town for festivals, for the fairs, for the wineries and for the sightseeing since it's short term. Traveling nurses, except for they may bounce over that 30 day mark. So that would be I don't know how that will work with and plus Mercy has decreased their traveling nurse population substantially. Yeah so I think mostly it will be folks coming into the area for the Washington activities and the Augusta activities and some of the outlying areas here. Yeah you'll have to come in. Your letter is wonderful. We've had you sent the letter out and they're all coming to check us out and introduce themselves and get down low on the property. So we've just had them come in and look around and a lot of them had been there before. Some of them have and it's been fun getting to know the neighbors. It's been really fun. The gentlemen that is mowing our lawn used to do it back in the sixties when he was a teenager and he wanted to mow. He only got paid \$3. Do you have any other questions?

Samantha C. Wacker-I think you answered my question. Do my questions help clarify what you needed to know?

Tom Holdmeier-Feel free to visit after the meeting. Thank you very much. Any other questions comments? Anybody else in the audience or board members? If not I'll entertain a motion.

Mark Hidritch-First.

John Borgmann-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-So moved. July 5th. Yes, July 5th at 7:00 p.m. City hall you have a city council meeting.

Sal Maniaci-I apologize if there was a vacation planned.

5) **File No. 22-0602-Scheer Properties LLC-Preliminary Plat**

Sal Maniaci-Okay so we received a preliminary plat. It's really just a two lot subdivision, Sheer Landscaping which I'm sure a lot of you are familiar with. It's actually right at the end of W.W. Industrial Park Drive. This is kind of where our city limits start to get a little wonky on 100. So this is the last property in the city limits on Highway 100 until you get closer to the industrial park. I've got an aerial up, you can see it better on TV than you can here but you can see in the back they have built this shed already in the past few years that was warehousing for their own business. Not exactly what it was, Scheer Landscaping or something else. They also owned but it was done primarily with the same owner. They are now interested in selling off that back piece. They have a buyer for that and someone to know how could we legally cut that off and then have right-of-way access and be able to sell that as its own textile parcel. Again here's the zoning you can see we have the commercial zoning across the street even though this is kind of the church row. Those are all zoned commercial. We got those three churches there. And then you have the multi family to the south. Everything here is zoned heavy industrial, on industrial park. And then you can see where there's no color, it's outside the city limits. Here's the plat that was submitted. So the property line cuts it pretty much down the middle here. You can see the outline of the building so they're not creating any setback issues. In M-2 there's no minimum lot size so there's not a concern there. The main thing that came up was we wanted to make sure it met the minimum requirements for the subdivision code and then access to that building because typically how this would work in normal circumstances that you have a piece of property the improvements aren't there yet you get it subdivided, you do a preliminary plat, put the improvements in or get an escrow and then do a final plan. It is a little bit different in this situation that the improvements are sort of there but not complete to code. And so we are stacked in the position ready to recommend approval of the preliminary plat. And then we will just hold the final plat until all the improvements are in. It is a little bit of an odd shaped a lot because of the fact that our code requires 60 ft. of right away frontage for as long as wide as the building set back. So in M-2 the building setback is 25 ft. And so yes the main lot is back here but it kind of has this flagpole that comes off on this eastern property line and then it gets wide at the bottom because they need 60 ft. They do show here it is noted that it says a 26 ft. fire lane is noted on the plant. And then they also show the 20 ft. wide, because it doesn't see kind of meanders west. There's a retaining wall here and then it gets closer to the west down to the parking lot and then they have a utility easement because there is water and sewer to this building. It is an actual um public extension and not just a lateral that comes off of W.W. Industrial Drive. And so they do show the appropriate easements. As far as the plat goes and meeting the minimum subdivision requirements. We have no issues with that. I did have a couple of items to be addressed and we've passed this forward to the applicant as well. Prior to the final plat obviously the 26 ft. filing has to be in place. It's close in some spots but it's not fully 26 ft. And again if this were to be a blank piece of property we would allow them to move forward, get that in place or put it into escrow and then come forward later, and then also approved from the fire department that it meets hydro spacing. When it was built, they didn't get a separate occupancy permit because it was part of their existing occupancy on Scheer Landscaping. And so I'm going to be honest, I don't think we've ever done a separate occupancy inspection because of that reason. So before you know, actually, when I made this slide, I said, these both need to be addressed before the final plat. That second item we're going to let them know now because they need to get it addressed technically that fire hydrant could go in prior to occupancy. But regardless the fire lane, the water lines there, so they have the capacity to do it now and then they just need to widen that fire lane right where that retaining wall is. If you drove out there, it gets probably closer to 20 ft. Their surveyor went out there and said that they think they can actually adjust that wall, which I thought they just build it on the east side, but they are making the

improvements needed, they said, so we're ready to recommend approval of the preliminary plat. They can call our engineering department when the improvements are done or they can just put an escrow in for that. Those improvements and then we can do a final plat at Council.

Tom Holdmeier-Questions, comments?

John Borgmann-Always got questions. Parking requirements?

Sal Maniaci- It is based on the manufacturing use. So our manufacturing use is based on employee count. And so that's how it is in our industrial park. So they on their occupancy they put an employee count on there and then we verify it at that point.

John Borgmann-And that would limit if there's not enough parking. My concern is access to that and having the access to the building after looking at it. Like we talked already when I called you. That's why I was wondering about the parking requirements.

Samantha C. Wacker-Do we know what type of use they're proposing?

Sal Maniaci-I believe warehousing. So they said they have a buyer for it which is why this is, it's been built for a while. And so I think that's why they're expediting this. And so again if we're going to treat this like the building wasn't there you get the plat done then you do site plan, we look at the park and look at all of it. So we're moving forward we'll treat it the same way where with occupancy will say the site plan is done but you still need to verify parking. You know they'll have to show that they didn't create a stormwater problem just like we would have done it in site plan.

John Borgmann-So two other questions by doing the egress like this. The actual egress to the front lot has to come through the back lot because of that right-of-way drive?

Sal Maniaci-Yes.

John Borgmann-So are there any legal requirements that need to be met to make sure that easement to that front lot is allowed?

Sal Maniaci-It calls out a cross access easement for the grantee being eight to eight a.

John Borgmann-Okay.

Sal Maniaci-Grantor to grantee, so that's in place.

John Borgmann-Okay then the last item then is address for signage of some sort so we know what that building address is?

Sal Maniaci-And so that will be what we do during occupancy as well. Well designate it an address. We never do addresses until final plat typically because we want to know exactly what the lot layout is in this case we know but look at that. What I typically do is I send out a draft address, how does this look and I send it to 911, fire and police and if they approve it then we all agree on the address and to make sure you know makes sense for everyone if there is a call but then before occupancy can be given they have to have some type of signage.

John Borgmann-It looks like when you look at it and looking at the plat the address big sign that's out there now is actually right in the middle of that, right on the far west edge of that 60 ft. front edge there right there.

Sal Maniaci-So I mean that's those are all items that they address for occupancy. So if it is I mean our parking calculation is determined based on they can say we got X amount of square footage of office and then we calculate how much parking is needed. An X amount of square footage of warehousing and then they do all that as part of the site plan and occupancy.

John Borgmann-So these kind of things always make me nervous.

Sal Maniaci-This one is a little backwards with it already being done.

Mike Wood-And I assume the sales contingent upon the replatting?

Sal Maniaci-I would assume that this was an amended. They want to wait a month and per code we don't have to send letters or put in the paper 24 hours to actually amend an agenda. And to be honest

they sent this, this was on our site plan over six months ago. They just didn't get the application until this week.

Chuck Watson-You mentioned stormwater runoff and stuff like that. I mean since this is a splitting this and stuff like that I mean is that going to be all part of the final?

Sal Maniaci-They got a building permit for it. So I would assume that engineering looked at that point but it's just because we're going through this final platting process. All of the public utilities are checked at that point before we issue a final plat there's a final plat application there's no fee but we look at water, sewer, stormwater and parking. All of that is on there and we that's the only time we actually go and inspect. We don't inspect on preliminary plat because historically it's raw ground. That's when we go out and say, okay, you don't have stormwater issue, you have fire access, you have everything there and then we put it on council for final plat and if there have for some reason in between primary and final, it changes too much. That's when we send it back to P&Z.

Chuck Watson-But does the front plot front lot, I mean is that all going to be independent now of any type? I mean is that going to any of the water running off from the up there I mean it's going to be affected by that. I mean is the two now being separate incur something on the upper lot that now before, I mean previously it was all you know.

Sal Maniaci-Yes, they're running off onto their own property. No, I mean that because that's I wouldn't assume so because they have their own it was an existing condition that they've had when they bought it. And so for them to someone to come into City hall and say, hey there is a storm water issue, you have to prove that the property owners. did something to change the situation and this is all pretty much existing. So okay, otherwise it becomes a civil matter between two property owners.

Tom Holdmeier-Any other questions, comments? there's nothing else and no one in the audience wants to speak on this I'll entertain a motion.

I'll make a motion with the proposed things that Sal mentioned they need to come up with.

Tom Holdmeier-There's a first.

Mike Wood-I'll second it.

Tom Holdmeier-Second. All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved. Okay, thank you.

Sal Maniaci-And again this actually will go to Council next week because we don't need to do a public hearing. But again it'll just be primary plat unless by tomorrow they call and we get inspected. We have time to put a final plat ordinance together, but I doubt that.

6) Other Business-Update on Comprehensive Plan-

Sal Maniaci-Comp Plan-Yes, so we have our steering committee set. The Mayor, Darren, Tom and I went through and kind of have, I think there's seven members who are all have some type of representation from either city board or city department and then seven members at large. There are community members. Out of the I think actually 15, so I think it's seven and eight and I'm still waiting on one more confirmation. That actual steering committee kind of has like a rules and regulations, little bylaws that we have gotten from H3. We're getting that out next week a little bit more wiggle room because they won't meet until late August early September they're throwing out some dates. That group will meet together only three times in person, but at each step, so kind of pre, during and post and then they'll have intermittent meetings where they're going to ask members of steering committee to come to public hearings. Kind of help run things. But it's not, if you talk to anyone on there, it's not necessarily a big commitment where they have to come to everything, there's only three times that they have to be there really to get their input. Other than that, I think H3 is really going to rely on sending draft the

email, letting people in the committee send back comments electronically and then again when we meet in person we are going to have our first workshop. So I apologize I had to change it again because of this being a new holiday. I understand it wasn't on people's calendars, it is kind of snuck up on all of us but with the city of observing Juneteenth on Monday the 20th, we're going to have everything on the 21st. We didn't have a quorum, so we pushed the meeting back to Monday the 20th. City Hall will be closed but we will still be having council only problem is H3 wasn't available that night.

Samantha C. Wacker-So are we still having the workshop on the 21st?

Sal Maniaci-We will not be having on the 21st because council won't be available and so I didn't want to have to do it to separately, so we're going to commandeer the workshop, the normal workshop on the 5th, on July Fifth at 5:30. And we'll have city council and P&Z go through the exercise and actually they'll be the first group to go through the exercise, will also have a stakeholder committee and department heads go through it on the 12th. And so that's kind of the kickoff. They want to get three different groups. They have this workshop to go through the existing Comp Plan, the goals and objectives, go through kind of wish list items and then determine what you want to carry over. They have said they're going to try and keep it to an hour but I'm putting an hour and a half on there. I think we ask more questions and maybe most people. So I would I would bank on five. Well we have to, that's why I put 5:30 because there's a council meeting at 7:00. I want everyone to be able to participate if they can if not since we are doing the workshop with City staff and the stakeholder committee on the 12th, if that works better for you, you can come to that, it's just I don't want to get the room too crowded. And so it'd be nice to have as many people as we could on the fifth. But again, since I kind of pull the rug here, if we need to move it, if you need to come on the 12th, it's not a huge deal. And then we'll have more meetings, more public hearings for the next 10 months. So there's going to be a lot of opportunities. They are working on the questionnaire right now, we saw a draft of it. A lot of good questions we're going to start I would assume that will give us kind of a final draft that we can send out to everyone if there's a topic that we're not covering, but it's comprehensive but not overwhelming in a way that it's, you're not going to get people to respond and they're going to do a business and a general resident one. So it's good.

John Borgmann-What time on the 12th?

Sal Maniaci-The 12th is we're having two of them. So at 2:30 is the one with city staff and all department heads and then and then at 4:00 is with our stakeholders group. And that we tried to cover retail, restaurant, industry, tourism, you know, we kind of try to get stakeholder from each facet and in Washington. Hopefully we'll get some good input there as well.

Tom Holdmeier-And Economic Development is in conjunction.

Sal Maniaci-But still we're still going to be two different reports, actual studies, but they're going to be done coherently and so they work together. The goals and objectives bounce off each other. That's one thing we don't have right now. So that'll be really good. I'm excited about it.

John Borgmann-I will not be there on the fifth, I'll be attending on the 12th.

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

Samantha C. Wacker-First to adjourn the meeting.

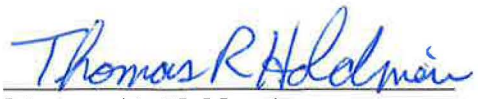
John Borgmann-Second.

Tom Holdmeier-All in favor?

All-Aye

Tom Holdmeier-Any opposed? So moved to adjourn the meeting.

Motion to adjourn the meeting at 7:50 p.m.



Thomas R. Holdmeier
Chairman
Planning & Zoning Commission