

CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Monday May 8, 2023 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: Rocco Gonzalez, Mark Kluesner, Mark Piontek, Tom Holdmeier, John Borgmann, Mayor Hagedorn, Chuck Watson, Chad Briggs, Carolyn Witt, Mike Wood, Sal Maniaci

Tom Holdmeier-I believe the Mayor just has a few comments before we start with the meetings.
Mayor Hagedorn-I apologize for missing last meeting you guys, which was, of course Samantha's last. And I owe you an explanation as to why she's not here and Rocco is. I believe very strongly in a successor and I tell my staff this all the time. Are you training your replacement? Ok. I know on a Board like this we probably have 100 and 50 years of experience right here, would you guess? Ok. But at, at some point, I'm not going to be mayor and you're going to have somebody else new that might be tomorrow. Ok. But quite frankly, if that happens, the city will cook right along because the council will appoint a new mayor. OK. And you guys are all still here. OK. This wealth of experience that this community has. Ok. And Samantha brought the same thing to the table. I think for me, when I'm appointing people to our boards and commissions, it's difficult to find a very qualified candidate like Rocco. And I know Samantha served what, 23 years or something like that a long time and she did a fabulous job, but she was gracious enough to wear. She's on a different committee. One, not as active, but that doesn't mean she's gone. Ok, if we need her, does anyone here think that she wouldn't come back again because she would. But now Rocco's here, he's brand new. Like I was, I learned from all of you. I ask you to please let Rocco learn from your experience too. And at some point in the time in the future, he'll be able to train someone else new. So that was my thinking, you know, if you want to argue about, the sequence of it and when to do it, I understand our special use permit is, is in front of us. And right now that's a pretty hot topic. But believe me, there are going to be more that we face in the future that are just as, just as tough and it's going to need all of our experience to solve those problems. And that's why I brought Rocco on board. So, and if you guys have any questions or disagreements and want to talk about it, I'd be welcome to, to talk to you about it. So that was my reasoning. Thank you.

- 2) **Approval of the Minutes from the April 12, 2023 meeting-** Motion made by John Borgmann, seconded by Chad Briggs, passed without dissent.

Tom Holdmeier-We need to probably vote for my position and Samantha was the co-chair. So can we do it at this meeting or should we do it at the next meeting?

Sal Maniaci-Mark, should that be an actual item on an agenda?

Mark Piontek-It should.

Tom Holdmeier-So, appointment of chair and vice chairman at the next meeting.

3) **File No. 23-0501-Annexation-Stone Bridge Development**

Sal Maniaci-Alright. Yes, thank you. So I'm going to do one presentation for both of these and then we can accept two different motions. But this is, it's exciting. It is the first preliminary plat and first development that includes our East West Parkway, which I'll get into a little bit. So, that's definitely a long time coming. You have to excuse my Photoshop skills here a little bit. I tried to show the plat from the Creek at Koch Farms. This has been preliminary plat and then the final plat has actually been submitted to go to Council on May 15th. But I just wanted to show how close it is to this development and that it does directly join it in city limits. But the area in question that is being annexed is mostly outlined in blue here. The exhibit is a little bit different but this is the existing parcels and obviously the plat will change that but they are requesting to annex as R-1D Single Family Residential which is what is adjoining. Pretty much most of what's been developed over the last three or four years in this area is all R-1D Single Family Residential, which allows for minimum lot size down to 7,500 square feet. So it is compatible and with the surrounding properties and, and fits into the proposed existing neighborhood and new neighborhood. You can see here is the 19.7 acres that is actually to be annexed into the city limits. In the legal description in the top right corner is what we published as well. And then again, here I just wanted to emphasize the area in the zoning. And then I wanted to point out as, as how it fits into our Comprehensive Plan. So since the, 1990's when, I guess three plans ago, we do it every 10 years. The East West Parkway was proposed as the next outer road, Outer Ring for the development. As you are aware, Fifth Street used to be Highway 100 as development continued, South Highway 100 was built and that was our East West Corridor. And so you had both to get traffic around town. And now as we've continued to grow south again, our long term plan is to have the East West Parkway. All the way through here is kind of our third tier of a major thoroughfare and the portion that is being constructed with this is right here where this bend is. You can see that actually, that property line right there still exists. So it's that portion right there. So a decent chunk for a first phase. And then here is the preliminary plat, it's separated into two pages. You can see East West Parkway. The reason you see so much land on the southern side is the city actually purchased that for future development and grading. Even as we were aware when this was first designed in the nineties, there is a quite the elevation change. And so to get around that hill without having a big rock bluff this has to have that bend in it and then that remnant property will actually be retained under city ownership until the property to the south is developed. And then we can work with the next developer on it. But East West Parkway is actually an 80 ft. right of way with a 40 ft. road and that is to allow for future expansion. The whole point of the East West Parkway is that eventually as the city grows even further past south of that, we would have the right of way to have a turn lane in between. So you could actually have a three lane road. And then we have a stone bridge court which is the first road off here. It'll actually be a cul de sac street because of this drainage basin in this area. They weren't able to connect it without putting in a cult or bridge. And so you do have the first street in this subdivision is actually just kind of separated from the rest of the subdivision. You can see here, it

does have the two This is more of an eyebrow, but it does meet the radius required of a cul de sac and then a 30 ft. street with another 96 ft. radius. Because this is less than 10 lots. They are permitted to do a 30 ft street with this turnaround so that's what you see here. And then the second page of this plat does show the continuation of East West Parkway right of way all the way to this portion to the edge of the property line. Actually construction will stop at this point, but we will have it graded out for future connection. And then you can see this will actually be the main lane will be the main entrance into this side division on the southern side. I'll kind of point out where it will plan to connect. But then obviously, you have this side street as well. That does have more than 10 homes on it, obviously. So it's a 35 ft. street with that 96 ft. cul de sac and then you do have homes that are accessing the main road here or lots that are accessing the main road as well. That was one condition with the development agreement between the city and the developer that they weren't able, they are not able to have driveways directly off of East West Parkway, which is why this is designed this way with no lots here. It actually fits in with the way the creek lays, they can have those deeper lots. And then that way we can keep this as a major thoroughfare in the future with our major road as the comp plan states and with no drivers coming off of it and that's all I have. We recommend approval of it. I think that my standard conditions of approval for all plats were attached to my staff report. The main one being regional storm water detention has not been identified as part of this plat. But that is common whenever it's a first phase, they can submit calculations to our engineering department. And if they have to amend the plat to make room for storm water attention, then they'll have to send it back to you. But if they can retain in the creek without changing the lot lines, then they can move forward, which I believe is what they're planning on doing.

Tom Holdmeier-So, questions, comments by Board.

John Borgmann-So going back to these original acreage, it's going to be the 19 acres. Why is that parcel look so different than the one you have that's in the blue line outline?

Sal Maniaci-Because this is an existing parcel.

John Borgmann-So the entire parcel isn't.

Sal Maniaci-No, that's the closest thing I could highlight on our GIS because that's how it exists today. But their survey actually drew out this is the boundary of the improvements that are going in.

John Borgmann-Second question, can you go back to the master plan map and show again where that outer road East West Parkway is going to go because I see that coming off of Bieker Road right here.

Sal Maniaci-Yes, right here.

John Borgmann-Ok. Very good.

Sal Maniaci-So, someone can correct me on this about 10 years ago the Special Road District realigned Beiker Road. See this S turn it was realigned to straighten out with the intention of our four-way intersection. East West Parkway will come right through the middle, which is where they're proposing it.

John Borgmann-So then next question I see on these preliminary plan for Stone Bridge that we have a 12% grade on Mathias Close.

Sal Maniaci-Yes, and that does match what they can get up to say maximum, right? Just like the we allowed 12% as well in Overlook.

John Borgmann-And the cul de sac length along with that eyebrow is under our total length?

Tom Holdmeier-Any other questions or comments by board members? **Mark Kluesner**-So I'm sure that there's no opposition for this. Is there?

Sal Maniaci-No, we didn't receive any opposition. I think the property already closed to the new developer prior to the application.

Tom Holdmeier-So, all right. Thank you. Any other questions or comments by board. Is there anyone in the audience that would like to speak on this? If not, I'll entertain a motion. Yes, we'll do number three the annexation.

Carolyn With-I'll move we approve.

Mark Kluesner-2nd.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

Moving on to item number four, the plat.

Mike Wood-I'll move approval with the recommendations from staff or whatever we're calling those the conditions of staff on the stormwater. **John Borgmann**-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

4) **File No. 23-0502-Preliminary Plat-Stone Bridge Development**

Mike Wood-I'll move approval with the recommendations from staff or whatever we're calling those the conditions of staff on the stormwater.

John Borgmann-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

5) **An ordinance Repealing Section 400.235-Special Use Permits-See attached Ordinance**

Sal Maniaci-So yes, and this is what we discussed last month. It's not specifically pertaining to anything with short term lodging. It's just introducing, the allowance that special use permits can be revoked in the future, which is something we've had issues with in the past rather than just ticketing over and over again. This way. If there's an issue, we can bring it back to P&Z and Council for revocation.

Tom Holdmeier-Any questions, comments by board.

Mike Wood-Is there, I mean, it says that the council can decide whether or not to refer to Planning and Zoning and then if there's a hearing, would that be the only hearing that would be, then the council then wouldn't perform a hearing, would they? So there could be a hearing at the planning and zoning level and a hearing at the council level and with the hearing officer is their decision final or does it go back to the council to accept.

Mark Piontek-The hearing officer is going to do is take the evidence. They're not going to make any decision one way or the other.

Tom Holdmeier-Any other questions, comments by board members. Anyone in the audience that would like to speak on this, if not I'll entertain a motion.

John Borgmann-Motion to approve.

Chuck Watson-Second.

Tom Holdmeier-All those in favor?

All-Aye,

Tom Holdmeier-Any opposed? So moved.

6) **Other Business**-Discussion Short Term Rentals

Sal Maniaci-All right. Yes. So after last month's the recommendation from the commission was to provide two more maps. So the same maps would separate them into two different maps to allow the commission to see what the buffers would look like without being overlaid. And so those were both links that were in your packet. The first one of which is for 150 ft. buffers. And then I did ask engineering to remove the buffers in C-3 because that would not, it would not be obtained to them. And so, we would, that was the first one, the 150 ft and you can see here it's about a half a block in most cases. And gets you obviously all the surrounding property owners and then the 300 ft. is more same thing with more. So an entire city block obviously not all our blocks are exactly the same. But in most cases, I think again, the best examples here on High Street this. This one here is pretty much dead center of the block and you can kind of see what it covers. I think from, my recommendation would be, that 300 ft. in a lot of cases is probably too large because if there is one on High Street here, you're eliminating this entire block across Rand and I don't know if these people on Rand even know that this one exist over here. It's across the street and across the alley. And so I think that in my opinion, that may be a little bit too extreme for a buffer. In this case, this would only get you again using that example, all the properties basically directly adjoining it and, you know, on these narrow lots, one or two houses down, you can kind of see here, you know, this even this case, you'd still open up this entire street here on Stafford this side of the street. And then there was a request for additional data as well, specifically, I believe for average daily. Well, you know what daily rates were or how much we were collecting on that and then trying to derive occupancy. Luckily we found this, we got this third party website sent to us because I was, we were trying to figure out by our quarterly taxes and this average daily rate can change every day, you know, it's going to be more expensive this time of year than it is in February. So I couldn't really derive from that. What that would, what we would actually be in the occupancy ratings. But here is our average occupancy 43%. It makes sense and the winners are lowest, falls our highest. So you kind of see here, other than that that's all we have, I think per the moratorium ordinance Planning & Zoning should make a recommendation tonight. And I think, the options are either the two buffers or we go back and revise a actual district set by boundaries. So I think those are kind of your two offers right now.

Tom Holdmeier-Question comments by board.

Rocco Gonzalez-So this question. So with this average occupancy of the Air BNB's or the short term rentals, do we know what I guess the average occupancy is for those kind of neighbors or districts in general? **Sal Maniaci**-No, this has given us a basic overview of the city. I wouldn't be able to get the information per, per individual without getting their calendar, each property owner's calendar of when they rent, which they don't have to share with us. They submit their h quarterly tax rates and just like sales tax, it is an honor system. I mean, we can't, if someone's paying cash, especially there's no way for us to track that. So, this is just what we got from this free uh website. And I will say typically we don't make recommendations on how well or not a business is doing. I will kind of throw that out there. This was requested information that we were able to get. But we won't typically say, you know, you shouldn't put a business here because a similar business isn't doing, you know, isn't as busy across the street. So I was a little skeptical of what this information may provide, to be quite honest in what decision it would change.

John Borgmann-So, I thought it was interesting if you go back to that other slide that had a map on it that has the, the bullets with the dollar amounts in it. Some of those were down at Elijah McLean's in that building.

Sal Maniaci-They have nine rooms there.

John Borgmann-Right, But those, those to me aren't really short term. I mean, they are, but they're more like they're not more like a hotel, right? So I was curious if that would maybe be skewing that percentage there.

Sal Maniaci-That's how they book it. So, Elijah's will let you book via Air BNB and VRBO. So, this is going to pull the data the same. Ok, same thing with Sirens. So, they are listed on one of those main six websites, two or three are probably the most popular. It's going to show up on this free third party one and our data that we're paying for that's more for the tax rate, but that data as well as long as it's listed on there. So that's why you do see active listings 53. Well, there's going to be a handful of those that are hotels that we're not counting as are active and, there may still, obviously the ones we haven't gotten to yet are still going to be shown on here that are doing it illegally.

Tom Holdmeier-So do you have information on this?

Tyann Marcink-Missouri House Vacation Rentals. So Sal you can search by property type, you can remove hotel rooms and even private rooms if you'd like. The other thing that this data does not show is if a property doesn't have at least three reviews. So, any new properties are not going to show up within this data. So, the new River Siren apartments, the Schmelz's placed over by the the bridge, two of my properties. I mainly book on VRBO and Direct. They don't show up on here because they don't have Airbnb reviews. I think it's at least three of them before they'll show up on this. So keep that in mind with this data,

John Borgmann-So that occupancy rate of 44% or whatever that was that's really, probably not a true representation.

Sal Maniaci-When I changed it, it went from 41 to 39. When I took off hotel rooms it went from 41 to 39.

John Borgmann-Because to me that's a low rate. I was surprised that we didn't have more, a higher percentage of those being occupied throughout the year. I don't know. Maybe I just, maybe thought there would be more, you know.

Sal Maniaci-I think you, I mean that's most weekends, you know, 300 a week a year.

Rocco Gonzalez-You're basing that on seven days. That's what that most people are only coming for a weekend.

Tyann Marcink-So that this site is scraping Air B N B only. So any bookings that come through VRBO or direct, which we alone were 40% Direct, they're not going to show up on this. So, keep that in mind when you're looking at this type of data.

Sal Maniaci-Now see I thought this was all data.

Mike McFatrich-I live at 1514 First Parkway here in Washington. And since this seems to have evolved into a free form discussion, add 10% add 15% you're still a very low occupancy rate with regard to looking at how you want to manage short term rentals. When I was here before I'm neither opposed nor in favor of short term rentals. I think it's a nice, I think it's a necessity. I think it's important for the community. But I do think that in the current economic environment as well as just the notion of supply and demand. If you just open this up free form, then you're going to have more short term rentals. So, if you understand supply and demand, what's the result of increased supply, potentially a decrease price in terms of rental and allowing being more to certain types of people and engage in short term and using those short term rentals. So again, I

think it's important for you to think about and not, you know, I think it's important to think about the number as well as the distance. I think that you should seriously consider how many short term rentals is enough? How many is too many? Just an observation.

Tom Holdmeier-Any other questions, comments by board?

Mark Kluesner-Yes, I have a question. So, based on uh Mike's evaluation there, what would be a good percentage of vacation rentals to have in this size town?

Sal Maniaci-Well, it was our recommendation not to pick a percentage but let the buffer automatically push out because once you have the buffer, once you're buffered out, you wouldn't, you'd hit a max anyway. I mean, we talked about 0.5% is what some other communities have had, but that would allow us another 100 short term rentals. I mean, you got we have over 6,000 units, residential units and 35 of them are short term lodging, give or take. I mean, that is a very, very low percentage. So if people want to start talking about percentage, I think you're, we're not anywhere close to what other communities would have as the, at their percentage, they're just concentrated in one area.

Mark Piontek-So, your recommendation would be the 150 ft buffer.

Sal Maniaci-Yes, whether they are R-2 or a district, we from the get go of our first presentation with this was, this could be a step one and this could be amended again, especially when the Comp Plan is completed this fall. And so I think a good compromise of a step one could be 150 ft. buffer in the R-2 Overlay only and staff can keep track of every application we get in to say, ok, how many have we been requested outside of that district? And that this could be looked at again. But, I mean, haven't made much other progress in the last four months other than hearing a lot of the same thing.

Mark Piontek-And that's only going to effect the R-2 Overlay?

Sal Maniaci-Correct. It would be a special used permit and everything in pink and they have to be 150 ft. from the existing buffers. And then I think as we get, if it starts being too restrictive and we, it can be comments to P&Z and Council again in the future.

Mark Piontek-And then the light blue, there would be no buffer?

Sal Maniaci-Correct.

Mike Wood-And no special use permit either?

Sal Maniaci-Correct. And that's how it is today. Same thing in this dark blue because that's C-2 Overlay. They're already permitted in commercial districts because it's just like a transient. It could be a one room hotel, you know, a transient overnight guest. If it's commercially zoned.

Tom Holdmeier-Any other questions, comments?

Mike Wood-If we do that tonight, then what's going to be the next step for this process?

Sal Maniaci-You could make a recommendation to send a council that it's, let's say 150 ft. buffer and only permitted as a special use permit in R-2 Overlay. Then that would go to Council in June. It would not go in May and that would take two meetings.

Mike Wood-Well, exactly. I mean, as much time as we spent on it to throw it in the Council's lap.

Tom Holdmeier-Any other questions, comments?

Mike Wood-I'll, I'll make the recommendation we go with the 150 ft. buffer and the R-2 Overlay special use permit.

Chuck Watson-I'll second that.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

Sal Maniaci-And while we're here we talked about, sorry, let me pull up. I know Mark mentioned we can't ask for the insurance, additional insurance, but let me pull up. We had some other things on there.

Mark Piontek-We don't ask any business unless they're on city property.

Sal Maniaci-Right now it's 60 days or less and then so I think I'd like a recommendation to have the specify it 30 days or less that it's specifically non owner occupied and that required one parking space for each bedroom. Can you get that as a separate recommendation?

Mike Wood-So moved.

John Borgmann-2nd.

Tom Holdmeier-All those in favor?

All-Aye

Mark Kluesner-What are we voting on?

Mike Wood-This is also included in the recommendation it's for 30 days or less. It's non owner occupied. And the requirement is that you have one park parking space for each bedroom.

Mark Kluesner-All right. I'm a little behind on this because I missed the last meeting.

Sal Maniaci-So we right now single family residential requires just two parking spaces. But if someone has a house that has six bedrooms, obviously they're going to need more parking for that if they're renting it out as such. There were, when we were doing our research on this, there were a number of other communities who had that same requirement that if it's short term lodging, you have to have a parking space for each bedroom. And obviously we inspect it annually. So we can, if they add a bedroom, we can look into it. So now if they have a bed with a eight bunk beds, you know, it's still ok. That's an occupancy concern. Not a parking concern.

Tom Holdmeier-Anything else?

Mike Wood-So well, and I think it's important that too is that they're not an owner occupied too. It makes a big, big, big difference if they're owner occupied

Sal Maniaci-We do have a definition in our code already as bed and breakfast if it's owner occupied. So we just were defining it the same across. So now if it's a bed and breakfast and they are owner occupied, then it's a special use permit still in all residential districts.

Mike Wood-And we had one of those, you remember that one down South was also occupied. They were just going to do their basement off that, which made a huge difference on improving that one that it was only occupied. I thought.

Tom Holdmeier-Any further discussions, questions? I think that's all you need.

Sal Maniaci-Yes. Just so we know we still have to advertise this in the paper because I wasn't sure if we were going to have a recommendation tonight. So, we will have a public hearing on this at Council on June 5th. That's the next available Council meeting. So we'll do June 5th as a public hearing.

And then I would like to remind everyone before we wrap up. That May 17th is our next public forum for the Comprehensive Plan. It will be in the lower level of the city auditorium. They are worried about that building not having air conditioning upstairs if it's a hot day, so we will move that downstairs should still be plenty of room even if we have the same turnout. There's been some good updates to that and I think would be great to have everyone there. It is from 6 to 8 PM. So great. That's all we got.

Tom Holdmeier-So, just let me say, I know we're trying to balance things out here and I think, you know, we have some good ideas but this is can be changed in the future. So it's not a permanent with so many things that come up, we have changes all the time. So we feel there's too

many and it's really affecting our community. We can make changes. If there's not enough, we might be able to open it up more.

Sal Maniaci-Thank you and this was a very highly discussed topic at both public forums. The committee and the first public forum for our Comp Plan and our consultant knows that this is something that they want to address. And so I would believe that they would have some additional recommendations when we have the final draft of that done. We've been aiming for August. We've pushed one of the meetings back, so maybe September now just has to be done in 2023 which we can definitely do. But I think we'll have some recommendations from them on what could be made additional regulations. So, I think we just kind of have to wait for that.

7) **Tom Holdmeier**-If there's no further discussion, I'll entertain one last motion.

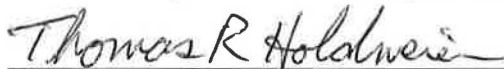
Chuck Watson-Motion to adjourn.

Tom Holdmeier-All those in favor?

All-Aye.

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

Motion to adjourn the meeting at 7:40 p.m., first and second, passed without dissent.



Thomas R. Holdmeier
Chairperson
Planning & Zoning Commission