

**CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING
405 JEFFERSON STREET, WASHINGTON, MISSOURI
COUNCIL CHAMBERS -- GROUND LEVEL
Wednesday, September 13, 2023 @ 7:00 P.M.**

- 1) Announcement of Meeting / Call to Order/ Roll Call / Pledge of Allegiance.
- 2) Approval of Minutes from July 10, 2023
- 3) **File No. 23-0901**-610 W. Second Street-Short Term Rental
- 4) **File No. 23-0902**-202 Stafford Street-Short Term Rental
- 5) Other Discussion: Comprehensive Plan Update
- 6) **Adjournment**

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

**CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Monday, July 10th, 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 Piontek, Tom Holdmeier, John Borgmann, Jeff Patke, Chuck Watson, Chad Briggs, Carolyn Witt, Mike Wood, Sal Maniaci

Absent: Mayor Hagedorn

- 2) **Approval of the Minutes from the June 12th, 2023 meeting-** Motion made by John Borgmann, seconded by Carolyn Witt, passed without dissent.
- 3) **File No. 23-0603-1780 High Street-PDR Preliminary Plan Review –**

Sal Maniaci-So, this is our second review of this project. The subject property on the southern portion of High Street. Actually the High Street connection is now connected to Autumn Leaf, but it's currently zoned R-1C for Single Family Attached to the request in the PDR. So, last month we reviewed the sketch plan that staff had reviewed. And the way of a Planned Residential works is it allows the public to comment on the sketch as well as the preliminary plan. And if you were here last month or if you saw in the minutes, there were no comments or changes from the public, staff or from P&Z Commission. But still the next step is required to get them into the preliminary development plan approval. But again, just a little refresher you can see here we have got commercial zoning to the north. That property has actually since been annexed here as C-2 Commercial. And then you have the what used to be Senior Community District, which now would be the matching PDR in the area. So, here is the sketch plan that was reviewed again, 25 units. You have all single story. You have a four unit, two-six units, a traditional duplex, another four and then a three giving you 25 units and they'll have to be parking on only one side of the street as it's the 30 ft. street. And then with garages and driveways, they definitely have enough parking. They have two per unit that is required for the current code. Well, and actually, since this is PDR, Council and P&Z Commission can recommend whatever parking is required. Again, here is the rendering of the structure, this is obviously a two unit. But you can see as it would get the same architectural style, whether it's two six or three for the individual buildings. And then here is the preliminary development plan. So when you submit the development plan, it just has an additional checklist of items, you have to get some more details of utility hookups. The rendering was actually required for this instead of the first the sketch plan, but they just already had it submitted, but we sent them the checklist, they have updated this and have met the requirements

of the section of codes. So, staff again recommends approval of the preliminary development plan for this portion of review and ready to move on to the Council review.

Tom Holdmeier-Questions or comments by board members?

John Borgmann-Do you know what side of the street parking will be allowed on?

Sal Maniaci-I would assume they can choose that when they get their development plans, they have to show when they sign it. It would make sense that they would limit it on the driveway side because you can fit more on the other side. But they can choose either way. Our code just requires that when it's 30 ft, you have to pick one side.

John Borgmann-I just was curious if they had indicated anything.

Tom Holdmeier-Any other questions or comments by board? If not, anyone in the audience that would like to speak on this? There's no further comments, I'll entertain a motion.

Chad Briggs-Motion to approve

Chuck Watson-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

Sal Maniaci-I am assuming it was a motion was to approve?

Tom Holdmeier-Yes.

4) **File No. 23-0701**-Rezoning 2549 E. Fifth Street from R-1A, Single Family to R-3, Multi-Family

5) **File No. 23-0702**-Annexation-Ed Schmelz

Sal Maniaci-I'm going to do the presentation for four and five together since the annexation is part of this project as well. But this requested rezoning tonight is for it totals about 35 acres on East Fish Street just north of Hillerman's Hoffman development there and you can see it actually is buffered by the creek. Pretty much the entire north and east side as well. It currently is four parcels. And you'll see here, these two parcels are in the city limits and these two are not. Here is a look at the current zoning in the area and the subject property. So the subject property again, half of it is in the city limits on that western side, you can see it's zoned R-1, Single Family Residential and then the back half is again outside the city limits does not currently have zoning. It is primarily surrounded by commercial zoning. There is one house here that is still operational as a single family home, but it also does have a home occupation permit as well for a home business. So even in this area, Fifth Street, you can see there's a lot of mixed use up and down the corridor, especially once you get from Old Highway 100 down. This property on the corner is zoned R-3, Multi-family has never been developed, but that first lot into Brookview is actually zoned for multi-family. There is multi-family to the north of the intersection of Old 100 here for that very small apartment building. And then this C-1 is actually some senior housing that I would say is now non-conforming. They're in that zoning that would actually fall more into the multi-family senior housing district than in its current zoning. So, there are similar kind of uses. Obviously, the Willows is multi-family as well. It is condoned out but in the style of town homes, I mean, it's, it's a multi-family development on a single on a denser lot. So, at that time, they went through a planned development. And then I just want to give a little bit of history here this lot I'm highlighting it's hard to see the red on red there, but just above the Willows in 2019 Planning and Zoning Commission and City Council reviewed that site and approved a planned residential for an apartment building there. The reason it went planned residential instead of regular unplanned R-3 is because they wanted a little bit higher density than what was allowed there. They said to

make it feasible. We did recommend approval, I think it was four over and they showed the parking that could fit and, and everything. It went through P&Z and all the way through the two reviews at Council. But planned residential actually have two years or else they expire and since it never was built, that has, since it expired. I just wanted to point out that similar uses have been proposed and approved in the area. And again, so has a lot of access opportunity on East Fifth Street. With the length here, obviously, there's some significant topography change. I'll show a topo map here in a second. But really they have that main options there on Fifth Street. Again, here, I just kind of wanted to show what is really the developable area. These are the flood maps that we have overlaid. They're not obviously perfect. We get them from USGS and then overlay them in our maps. We always require the developer to have their surveyor and engineer obviously overlay these, but they're probably as close as we can get them. But I just wanted to show what was developable when you hear 35 acres and if you just do the simple math on the max amount of units based on acreage count, it doesn't mean that's typically what developers going to build on a multi-family because they're only going to be able to utilize the open area. But the hatched area is what it is actually, the flood way is not buildable. And then this blue and orange is the 100-500 that they can get permits in. So just wanted to point that out as well and then the topo so obviously, we're all aware of the big hill on Fifth Street as you go down kind of valleys out at the bottom here, there is an actual valley in the middle of the property where they're proposing some detention and you can see a peak and a peak here. So, it actually does, it's less steep over on this further side. But you can see as I'm assuming this is a bluff right here, which is why you see those lines all bunched together. So I just wanted to point that out as well. There's currently a home on the property that they plan to utilize. But tonight we're just here to talk about the zoning. Here is a development plan that they did submit a very preliminary development plan. I put in my staff report. We're really not here tonight to comment or be able to vote on the layout of this plan. But the applicant was willing to kind of throw forward what their preliminary plans were in the sense of, having diverse housing options and having, it's not just apartment buildings, but you have town homes all the way back up to traditional apartment buildings so you can kind of see it's a differing development that I think that we currently have even proposed or have existing the city limits and then the amenities with the pickle ball courts, dog park and the pool. Again, when you're unplanned it's just the validity of the zoning, we can't hold them to this, but when the developer is willing to put their word to it and share it, we wanted to put it into the packet. So again, I'll just kind of wrap up with our recommendation given the fact that our comprehensive plan has two objectives in there for providing not only diverse housing options, but also higher density housing options for that workforce housing and as well as the life cycle, I think as you can see we've had some multi multiple housing developments come to us this past few months, a lot of single family developments out of town we just approved tonight. One that is geared towards seniors and this one I think would be more towards kind of the entry workforce, young professional, the kind of people who are looking for those amenities and not wanting to own yet. And so I think that kind of gives us another check on the full life cycle of housing. That is probably the hardest when you're looking for property that is appropriate for that type of zoning. It's probably the most difficult inner city limits because we do try and encourage transitional between commercial and residential closer to the highway where you're not back into putting this right into a single family subdivision. So we think this is a pretty appropriate area for this type of zoning with the fairly intensive uses. The nursery of course to the south. But I mean, it's a high intensity commercial use with not just commercial shoppers but with their trucks coming in and out and then also there's the tow lot to the north. I know that has relocated, but that still is zoned

for that. They can still utilize that for that use. And then there's been a history of this same use being proposed in the area and approved. So, I do think it's an appropriate zoning kind of transitioning buffering from anything with the creek. You have Fifth Street, which is a pretty high traffic count corridor that is already a buffer from Brookview. It's a wide buffer there. And you got a lot of commercial there. So we are recommended approval of the rezoning as well as the annexation to match the R-3 rezoning. And then with the development plan, we've already sat down with that plan with our site review team. We've obviously already had some first round of comments about water, utility, fire and all that. But we will continue to review those and make sure it meets all the minimum requirements of code.

Tom Holdmeier-So, questions by board members?

John Borgmann- Well, I do. I'm in favor of the zoning and the annexation, but I can see in the preliminary plat, I'm a little concerned with the density and only one way in and one and one way out.

Sal Maniaci-It does have two.

John Borgmann-Well, it does have two if you can go to that map. So, where the drainage ditch is that blue area there in the middle where the proposed detention is, there's 140 units behind the east.

Sal Maniaci-We're not commenting on the development plan.

John Borgmann-I understand that but my concern is and that's why we can vote for the annexation and vote for the rezoning but if we don't have a plan to have two ways in two ways out now is the time to get that figured out and not after they go through the trouble of developing the site.

Sal Maniaci-And the applicant is talking to Hoffman Hillerman. I know that he can bring that up about the possible access to that point there because that is right of way down there. But we have met with them. I mean, it meets our fire code currently.

John Borgmann-I agree. So, my point is Quail Run is the only subdivision we've got in the city that has anything close to that and there's 125 homes in there. And that was a mistake. And this commission has worked very diligently over the years prior to even when I was here to make sure we had two ways in and two ways out. We did that on Autumn Leaf. It took us 10 years, but now we have a connection there. Windy Hills has got the same problem but there's a stub there that if things ever would change at least we have it planned into the development. One Hundred West apartments has two entrances, but they have 150 units out there and they have two ways in and two ways out. And I just want to make sure that everybody understands that I'm not opposed to it, but I am opposed to having that much density and only one way in and one way out.

Sal Maniaci-I mean, as we do have the access requirements in the code that they would have to meet and that's what we would review with the final plans. The fire code requires one access point for every 100 units. 99 units, once you hit 100 and above, that's what the fire code says.

John Borgmann-But that's an interpretation too because the way this map lays out that second access doesn't do anything for those 140 units on the back side on the east side of that.

Sal Maniaci-But again, that it would be an interpretation during the site review. I totally understand. I didn't want anyone to get hung up on the layout tonight when it's really just in the validity.

John Borgmann- And I don't want to get that way either. But I think since they provided it, I think we need to provide comment now.

Sal Maniaci-Yes, absolutely.

John Borgmann-Because if this comes back to us again, I can guarantee you, I will vote against it.

Tom Holdmeier-Any other comments, questions?

Mark Kluesner-Have you been doing any study on the water retention with the steep grade? Will everything go down to the creek?

Sal Maniaci-So, they will have to again with the site plan review and the final construction drawings, they'll have to submit actual calculations that there's not going to be any increase in runoff on neighboring properties. So, I think they probably do have a benefit that they can show they can run off into the creek but they're going to have to have some detention on site because again, they have to show that they're causing any detriment to surrounding properties. They are proposing some type of detention in this location, but that is all reviewed as part of their building plan permit.

Tom Holdmeier-Questions, comments by Board?

Mike Wood-I know traffic's not part of it as well, but I think it's going to put more stress on that Highway 100/5th Street intersection up there with that many people in there, that intersection gets backed up now already and I don't know how, what the safety of it is. I know we can't necessarily do anything about that, you know, I mean, we're just talking to annexation and everything else, but that came to my mind too with putting that many units up there and putting that stress on that section up there.

Chuck Watson-And the intersection of Hoffman Hillerman's and coming out of the Willows and the car wash and stuff right there also, you know, because everything backs up from the highway and now you've got all that.

Sal Maniaci-We've already identified that with MoDOT about possibly adding a turn lane and fixing that light there. They're doing some improvements to actually going to do some resurfacing improvements. So that has been brought up with MoDOT by improving their intersection at least.

Jeff Patke-The right-hand turn lane from Fifth Street heading south has already been in the works. So, there'll be a right hand turn, right now the right hand turn and a straight lane share. And in the new proposal, it will be a right hand turn straight and a left-hand turn lane.

Chuck Watson-Will they lengthen the left-hand turn lane.

Jeff Patke-I don't think it can be because you get back and see where the bank with the park hotel. So that stack up lane is not available any further back.

Chuck Watson-If that's the stack up that is what ends up being a big problem too because of that.

Tom Holdmeier-Questions, comments by Board?

Rocco Gonzalez-I mean, I just would say to Sal's point, it seems like a really good fit. I mean, having driven past that it's really a hard place to work with. So I guess utilizing all the different options as well as the amenities proposed, I feel like it makes a lot of sense.

Sal Maniaci-I think the last thing I wanted to mention is the PDR that is an option is typically when people want to have variances to our code. And in this, they're saying we can meet your sections of that. And so that's why, so there's no reason to go to PDR when we sat down with them. If you can meet the R-3 standard, that would be the better way to go. And that PDR is typically saved for again, when you want more density of something unique and peculiar about the site that you can't meet the code. It's typically meant for to actually get variances from the code.

Tom Holdmeier-Any other questions by board members? Comments? Anyone in the audience that would like to speak on this?

Cameron Lueken-Wunderlich Survey and Engineering. Good to see you guys again. So, we're excited about this opportunity. So, the developer is with me here tonight, Ed Schmelz, he's done a couple other successful developments in town. One Hundred West that John mentioned, he developed the Shoe Factory and he's got various other properties around town. So can kind of what he's seeing, he's seeing the need for like what Sal mentioned, the life cycle workforce housing and the great thing about this property, it's close to a lot of things in the community. It's on the east side of town. So, if anyone would want to commute, it's on the east side of town. It's surrounded by commercial, surrounded by a lot of natural features as we go through this, you can as you mentioned, as you drive by, you know as you drive by, you're not going to notice a lot of change because it's going to be kind of tucked down and hidden off Fifth Street. So, it's going to be a, we think it's going to be a great community for the folks that live here. So, this mission that the goal really tonight is about annexation and rezoning and there's about 19.4 acres on the east side of this track that we're going to propose to zone and annex as R-3. We're going to, there's on the west side, there's about 16 acres that's going to go from R-1A to R-3 and on the in totality we provided that layout and right now, what we're looking at is about 196 multi-family units consisting of different types of things. We'll get into here in a minute. There's the limits of the property. And basically, this is a county map kind of shows you where the existing city limits are. That's the 19.4 acres on the east side. That's basically that sits basically north of Hillerman's parking lot and maintenance facility. As you look at the zoning map as Sal alluded to it's primarily zoned or the surrounding areas is primarily zoned by C-2, which is pretty unique. If you think about the history of this site you had Fifth Street to the north here, large plant, the waste water treatment plants right here. Fifth Street connects to the south, connecting the old Fifth Street and new 100. So, there's the annexation limits of what will be annexed that will be rezoned. And this is a sketch plan that we submitted to the city. It's a little bit, got a little bit cleaned up, a little bit easier to see. And as Mark questioned about the detention, as mentioned, the detention basin here would go in the middle. Obviously, we have to meet all the codes as we go through the administrative review related to that. It's kind of unique in the case. This property is we're at the confluence of Du Bois Creek and Bush Creek. This is Bush Creek by Patriot Towing right there. It runs around and it combines with Du Bois over here to the east. So right there they come together and run underneath the Old Hwy 100 you might say. So, in this case, there happens to be, I don't know that there's a residential structure below this development I don't know that there is. So that's good. I guess what I'm saying, Mark, it is very unique, right? So, at the end, of the day, we'll meet the code. As far as density Sal alluded a little bit, it is 35.5 acres. We are proposing about 196 units there that density equates when you do the math about 5.5 mil or so per acre. When you look at R-1A it's about four. I'm just comparing the different zoning districts that could be there. When you look at R-1A, it's about four, R-1B could be seven, R-1D is five, R-2 is seven and then R-3 is 21. But because of the topography, because of the flood, because of all the different issues here and because of Ed's goal set in providing a community, he's proposing developments around five units per acre. So, it's going to be a very green development which leads to my next slide here. So, when you look at how it all lays out, this map kind of shows you really well about how it's all going to kind of lay. So, everything that's not pavement or roof When you do the math on it, there's about 26 acres that's going to remain as green space. So that equates to about 73% of the site's going to remain as green space. So, it's just this is 100 West here in town., that's going to be that B building that's down here in the corner, those B buildings there. So, the higher buildings, the multi-story buildings are back in the corner kind of tucked down north of Hillermann's. We think that's a good location for it because of just you're back

down in the lower elevation further east, it just works out better down there, you might say. So, that's a 16 unit A building. This is a C building, this is the F building and then like the dog park and playground and pickle ball court and just a pavilion. So, in conclusion, rezoning 16 acres to R-3 annexed about 19.4. It's similar to an R-1D density about 26 acres of green space, about 73% of the entire property. So, as I mentioned, we're just here to talk about the zoning, the annexation, but I want to give you kind of overview of what Ed's wanting to do. Any questions for me or Ed at this time?

Tom Holdmeier-Any questions. Thanks. Anyone else that would like to speak on this?

Mark Kluesner-I'd like to say that Ed's latest developments in Washington have looked really nice. Very nice. Thank you.

Tom Holdmeier-Any other questions, comments by board discussion? If not I'll entertain a motion. We're just doing the first one. We're just doing file number annex a motion. No 23 0701. Rezoning first.

Carolyn Witt-First.

Chuck Watson-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved. Moving on to file number 23 0702. Annexation.

Carolyn Witt-First.

Chuck Watson-Second.

Tom Holdmeier-All those in favor?

All-Aye.

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

Sal Maniaci-Both of these will go to Council on the 17th.

6) Public hearing on adjusting the parking minimums for apartments.-

Sal Maniaci-All right. And as we talked about last week, now actually hosting the public hearing. So, we talked about the amendment to our parking requirement for apartments. Now that we've actually had a couple of them be developed in the city limits and we've done this for a couple of our uses. We've actually reduced some of our parking minimums on developments, retail was the biggest one that we reduced by about 20% a couple of years ago. One, it is good for our storm water retention requirements as we get under more scrutiny from MS-4, the less runoff the property has from pavement and what they call dirty runoff from affluence the better. And I think it is a little bit more developer friendly that they, one don't have to build as much, but two don't have to retain as much water. And, and if we get into the full MS-4, that if they, if they would require us to be like Saint Louis County they would have to actually filter that water and have a whole bunch of extra requirements in the detention. So, this is just we want, we don't want to be over parked or we don't have to be basically. I apologize this slide is not in color, but your packet was in color. But this is the section 400.265 under dwellings apartment. Currently, we have two spaces for each dwelling unit and what we talked about last month would be requiring 1.5 spaces for each one bedroom unit and two spaces for each two bedroom unit. And above that is actually what we found that they do in Saint Peter's and O'Fallon similar developments. And then when we looked up Saint Charles, they split the middle with 1.75 just straight across the board. And so one, this actually requires a developer to give us a little more information upfront types of units, number of bedrooms which I think would be good to know in general. And then two, I think it

achieves the goal of making sure we're not over parked. So, this would be our proposal tonight and allow it for public comment.

Tom Holdmeier-Any questions or comments by Board?

Mark Piontek-I have one question. So when you say two spaces for each two bedroom unit and above, does that mean if it's a three bedroom unit, it's still two spaces?

Sal Maniaci-That was my intention, which is what we currently have.

Tom Holdmeier-Any other questions, comments by Board? Anyone in the audience that would like to speak on this? If there's none, I'll entertain a motion.

John Borgmann-Motion to approve.

Rocco Gonzalez-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed. So moved.

7) Adjournment

Motion to adjourn the meeting at 7:33 p.m., first and second, passed without dissent.

Thomas R. Holdmeier

Chairperson

Planning & Zoning Commission

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: September 13, 2023

Re: File #23-0901– Short Term Rental – 610 W Second Street

Synopsis: The applicant is requesting approval Special Use Permit for a Vacation Rental Dwelling located at 610 W Second Street

| Adjacent Land Use /Zoning Matrix | | |
|----------------------------------|-------------------|-----------------|
| | Existing Land Use | Existing Zoning |
| North | Single Family | R-2 Overlay |
| South | Single Family | R-2 Overlay |
| East | Single Family | R-2 Overlay |
| West | Single Family | R-2 Overlay |

Analysis:

The applicant is requesting a special use permit to utilize 610 W. Second for Vacation Rental Dwelling. The structure is currently a single family home in an R-2 Overlay Zone District. Given the recently passed regulations, they are in the correct zone to apply for the special use permit and they are also more than 150 ft. away from any existing Vacation Rental Dwellings (see buffer exhibit). The special use permit would allow the applicant to accept lodgers for periods of 30 days and less. The home will be required to receive a new occupancy inspection to meet the requirements for short-term lodging.

Staff feels the proposed use is insignificant to the surrounding area and should not detriment the neighborhood. There are other vacation rentals in the area given it's location in the Overlay District, but not close enough where it disqualifies it. The subject property also has an alley and garage for off-street parking. Staff believes the proposal is compatible with other uses in the area.

Recommendation:

Staff recommends approval of the Special Use Permit to operate a Vacation Rental Dwelling at 610 West Second Street





Legend

- Short_Lodging
- PARCELS_WITH_OWNER

Zoning

ZONING

- C-1
- C-2
- PD-R
- R-2 O
- R-3



CITY OF WASHINGTON, MISSOURI

Department of Planning and Engineering Services

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23-0901

SPECIAL USE PERMIT APPLICATION

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

Please Print:

Street Address: 610 West Second Street

Lot: _____ Subdivision: _____ PID# _____

Applicant Name: Marlin Heidmann Phone: 636-359-2484

Address of Applicant: 2604 Cardinal Crest St. Washington, MO 63090

Owner: Matt and Marlin Heidmann Phone: 636-359-2484

Owner's Address: 2604 Cardinal Crest Ct. Washington, MO 63090

Current Zoning: Overlay Proposed Zoning: _____

It is proposed that the property be put to the following use: Short term rental

Lot Size: Frontage 50' (feet) Depth 100' (feet) Number of Stories 1.5

Number of Units: 1 Number of Off-Street Parking Spaces: 2

Include with this Special Use Permit Application:

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


Signature of Applicant

8/9/2023

Date

Marlin Heidmann

Applicant Name Printed

SPECIAL USE PERMIT EVALUATION CRITERIA

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

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

No Change in use or appearance

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

No change to existing structures

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

6 short term rentals per year. No impact on surrounding area

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

No impact on traffic volume

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

No added noise level

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

No excessive impact on public services

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

Property to be improved with exterior siding, porch and railings

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

No additional nighttime lighting

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

Landscape improvements including privacy fencing, plantings and turf improvements

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

No change in the amount of hard-surfaced areas.

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: September 13, 2023

Re: File #23-0902– Short Term Rental – 202 Stafford Street

Synopsis: The applicant is requesting approval Special Use Permit for a Vacation Rental Dwelling located at 202 Stafford Street

| Adjacent Land Use /Zoning Matrix | | |
|----------------------------------|-------------------|-----------------|
| | Existing Land Use | Existing Zoning |
| North | Single Family | R-2 Overlay |
| South | Single Family | R-2 Overlay |
| East | Vacant | R-2 Overlay |
| West | Single Family | R-2 Overlay |

Analysis:

The applicant is requesting a special use permit to utilize 202 Stafford Street for Vacation Rental Dwelling. The structure is currently a single-family home in an R-2 Overlay Zone District. Given the recently passed regulations, they are in the correct zone to apply for the special use permit, and they are also more than 150 ft. away from any existing Vacation Rental Dwellings (see buffer exhibit). The special use permit would allow the applicant to accept lodgers for periods of 30 days or less. The home will be required to receive a new occupancy inspection to meet the requirements for short-term lodging.

Staff feels the proposed use is insignificant to the surrounding area and should not detriment the neighborhood. There are other vacation rentals in the area given its location in the Overlay District, but not close enough where it disqualifies it. The subject property is also more than 150 ft away from application #23-0901, at 610 W. Second Street allowing both to be approved. It is also is a corner lot allowing for twice as much off street parking than a typical single family home and the applicant owns the vacant property to the west allowing for even more off street parking not in front of another owner's home. Staff believes the proposal is compatible with other uses in the area.

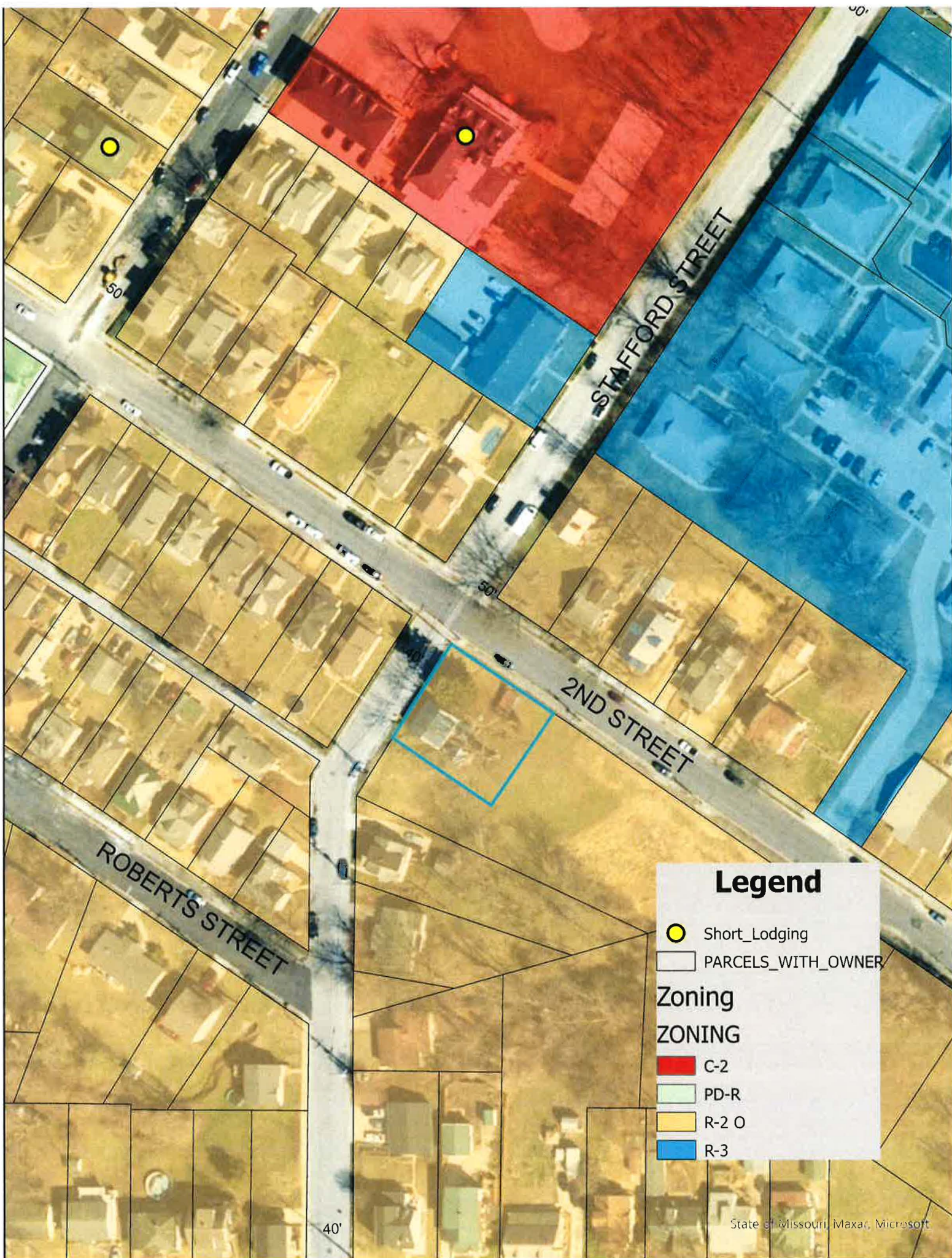
*If the owner does not submit a lodging tax form two quarters in a row, this permit will be revoked and the buffer removed

Recommendation:


Staff recommends approval of the Special Use Permit to operate a Vacation Rental Dwelling at 202 Stafford Street









Legend


 Short_Lodging


 PARCELS_WITH_OWNER


Zoning

ZONING

 C-2

 PD-R

 R-2 O

 R-3

23-0902

CITY OF WASHINGTON, MISSOURI
Department of Planning and Engineering Services
405 Jefferson Street • Washington, MO 63090
636.390.1010 Phone • 636.239.4649 Fax

SPECIAL USE PERMIT APPLICATION

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

Please Print:

Street Address: 202 Stafford Street

Lot: _____ Subdivision: _____ PID# 10-5-15.0-3-099-102

Applicant Name: John Caton Phone: 847-830-5862

Address of Applicant: 400 E Center Ave, Lake Bluff, IL 60044

Owner: John Caton Phone: 847-830-5862

Owner's Address: 400 E Center Ave, Lake Bluff, IL 60044

Current Zoning: Overlay Proposed Zoning: No change

It is proposed that the property be put to the following use: Short term rental

Lot Size: Frontage 90' (feet) Depth 100' (feet) Number of Stories 2

Number of Units: 1 Number of Off-Street Parking Spaces: 0

Include with this Special Use Permit Application:

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

John Caton
Signature of Applicant

08/09/2023

Date

John Caton

Applicant Name Printed

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

No change in appearance.

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

No additional nighttime lighting.

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

No change in landscaping.

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

No change in the amount of hard-surfaced areas.

" EXHIBIT A "

Part of the Southwest 1/4 of Section 15, Township 44 North, Range 1 West in the City of Washington, Franklin County, Missouri and described as follows:

Beginning at an angle iron at the Southeast corner of Stafford Street and West Second Street, thence with the South line of West Second Street, thence South $55^{\circ}46'27''$ East 100.00 feet to a 5/8" iron rod with a cap stamped P.L.S. 1615, thence leaving West Second Street, thence South $33^{\circ}59'26''$ West 90.00 feet to a 5/8" iron rod with a cap stamped P.L.S. 1615, thence North $55^{\circ}46'27''$ West 100.00 feet to a 5/8" iron rod with a cap stamped P.L.S. 1615 to a 5/8" iron rod with a cap stamped P.L.S. 1615 on the East line of Stafford Street, thence with said East line, North $33^{\circ}59'26''$ East 90.00 feet to the POINT of BEGINNING, and containing 0.207 acres or 9,016.9 sq. ft.



PLAT OF SURVEY
PART OF THE SOUTHWEST 1/4
SECTION 15, TOWNSHIP 44 NORTH, RANGE 1 WEST
CITY OF WASHINGTON
FRANKLIN COUNTY, MISSOURI

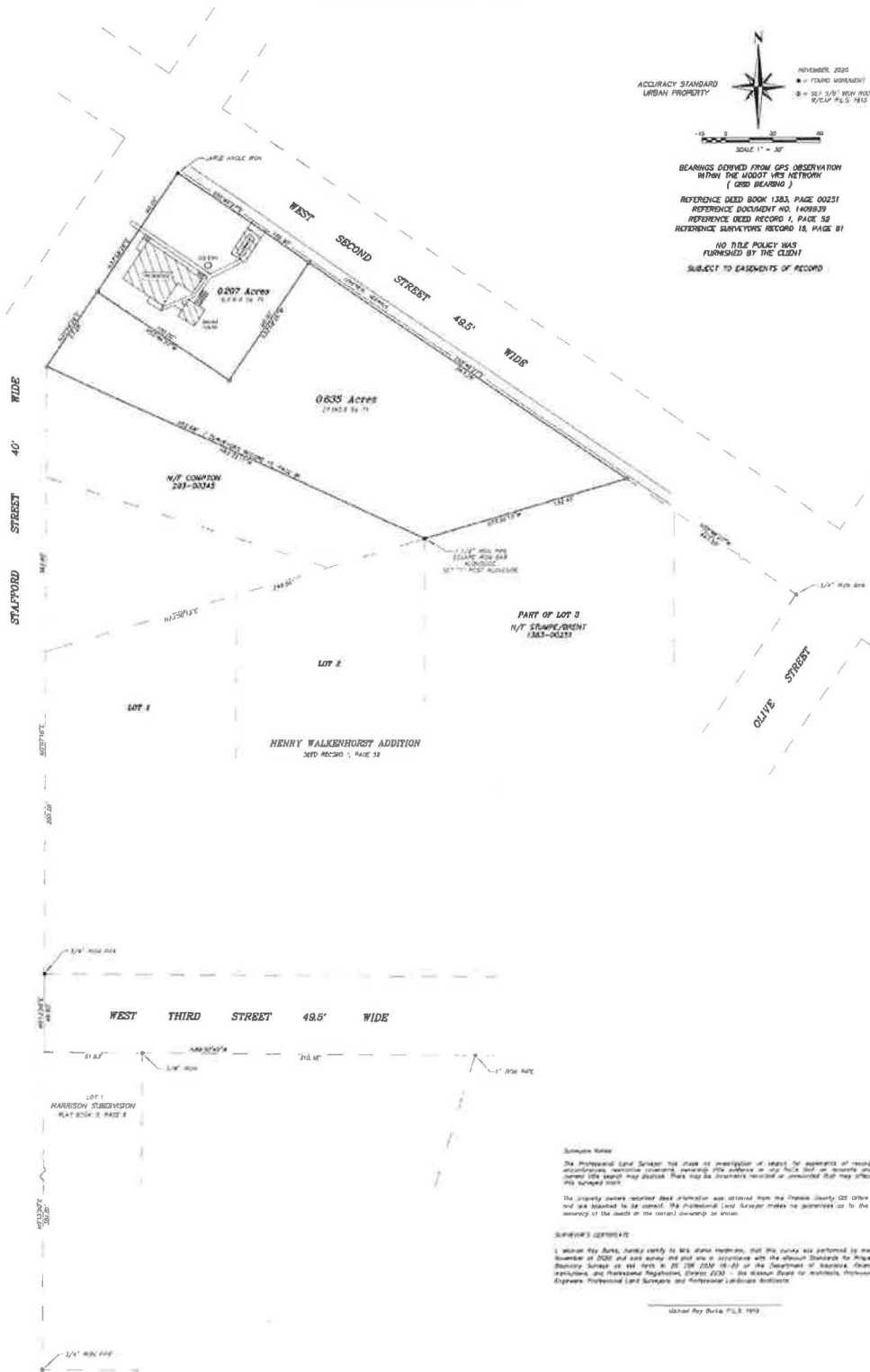
NOVEMBER, 2020
 BY: TERRY BURKE
 ACCURACY STANDARD
 URBAN PROPERTY
 SCALE 1" = 30'

BEARINGS OBTAINED FROM GPS OBSERVATION
 WITHIN THE MODOT VES NETWORK
 (GNS BEARING)

REFERENCE DEED BOOK 1383, PAGE 00251
 REFERENCE DOCUMENT NO. 140939
 REFERENCE DEED RECORD 1, PAGE 52
 REFERENCE SURVEY RECORD 18, PAGE 81

NO TITLE POLICY WAS
 FURNISHED BY THE CLIENT

SUBJECT TO EASEMENTS OF RECORD



Surveyor's Note

The Professional Land Surveyor has taken all reasonable steps to ensure the accuracy of this survey. The surveyor is not responsible for any errors or omissions in this survey. The surveyor is not responsible for any errors or omissions in this survey.

The property owner has acknowledged the accuracy of this survey. The property owner has acknowledged the accuracy of this survey.

SURVEYOR'S CERTIFICATE

I, TERRY BURKE, being duly sworn, do hereby certify that the survey was performed by me or under my direct supervision and that I am a duly Licensed Professional Land Surveyor in the State of Missouri. I am duly Licensed Professional Land Surveyor in the State of Missouri.

Witness my hand and seal this 11th day of November, 2020.

TERRY BURKE
 Professional Land Surveyor
 Franklin County, Missouri

Michael Ray Burke, P.L.S., 1989

Boundary survey in the Southwest 1/4
 Section 15, T. 44 N., R. 1 W.
 City of Washington
 Franklin County, Missouri

Ordered by: Martin Heidmann
 Property address: 203 Stafford Street
 Washington, Missouri 63090



PLC NO. 11032020
BURKE AND ASSOCIATES, INC.
LAND SURVEYORS
 7541 HIGHWAY 100
 WASHINGTON, MISSOURI 63090