

CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Wednesday, September 13th, 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: Mark Piontek, Tom Holdmeier, Mayor Hagedorn, John Borgmann, Chuck Watson, Carolyn Witt, Mike Wood, Sal Maniaci

Absent: Rocco Gonzalez, Mark Kluesner, Chad Briggs

- 2) **Approval of the Minutes from the July 10th, 2023 meeting-** Motion made by John Borgmann, seconded by Chuck Watson, passed without dissent.
- 3) **File No. 23-0901-610 W. Second Street-Short Term Rental- Sal Maniaci-** So good evening. It's good to see everyone and we were off last month. So, it's been a while. And before I get started, I just want to update, I'm sure everyone's been paying attention, but since the moratorium was lifted in August and Council adopted the revised ordinances on Short Term Rentals. Essentially, there was some back and forth for a month but they ended up going with P&Z's recommendations. So, there are 150 ft buffer R-2 Overlay only as a Special Use Permit and they are not permitted in the other residential districts. Some of the things we did talk about with parking, we didn't codify because the thought was parking can be conditional. Everyone's different. Some of them have alleys, especially in our R-2 Overlay. It can be very different from block to block. So, other than that, they pretty much accepted, they did accept P&Z recommendations. So, with that, I'll get into our first one tonight where both of these are short term rentals. 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. 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. Staff recommends approval of the Special Use Permit to operate a Vacation Rental Dwelling at 610 West Second Street
Marlin Heidmann-And I currently live at 2604 Cardinal Crest Court. However, we purchased this property as our primary residence. We are in the process of renovating it. It's 100 year old

home and we do have our demo permit and we've been doing some beautiful work. Our intention is to live in it as our primary property. And then we're creating a, we have a separate entrance to the basement area. So, we're creating like a little studio apartment for some of the events that happened just in the downtown district. We have parking. Kind of more of a bed and breakfast. I would look at it as a family owned residence to stay and kind of get a little flavor of being downtown and being able to walk. Probably blues fest, wine fest, things like that and definitely be doing background investigation for people that would come and stay or just word of mouth. So, if you have any questions, I'm happy to answer them.

John Borgmann-Do you have the egress requirements for that?

Marlin Heidmann-Yes. There's a separate entrance and exit, it's separate from the home and it also has all the requirements for the city.

Tom Holdmeier-Questions, comments buy Board. Anyone else that would like to speak on this? Any further discussion?

Carolyn Witt-I move we approve.

Chuck Watson-Second.

Tom Holdmeier-All those is favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved.

Sal Maniaci- And because of the change in schedule, I did have to send out multiple letters. This will not go on the 18th. This will go October 2nd to City council. We didn't have enough time to put it in the paper. So, we did update the letters to reflect that.

4) File No. 23-0902-202 Stafford Street-Short Term Rental

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

Tom Holdmeier-Any questions or comments by Board?

Stephen Caton-I'm the resident there at 202. And yes, I'm seeking approval to for a short term rental. When I purchased this home I believe it was made to be a short term rental. And I would like the opportunity to be able to rent it out when I go visit family out of state.

Tom Holdmeier-Any questions or comments by Board? If not I'll entertain a motion.

John Borgmann-Motion to approve.

Mike Wood-Second.

Tom Holdmeier-All those in favor?

All-Aye.

Tom Holdmeier-Any opposed? So moved..

- 5. Other Business-Comprehensive Plan Update- Sal Maniaci**-Comprehensive Plan Update-Sal Maniaci-I just wanted to give a very brief update. First of all, we did send a notice to the Commission and the Committee and Council. We did have council approve a draft version of that Economic Development Strategy. We didn't want anyone to think we were hopping a step in getting that approved that was strictly for grant purposes. They needed that adopted by a resolution because they're EDA deadline or end of fiscal year is the same as ours. So, in order to award a grant in September, they, they have to have that. So, I appreciate everyone's understanding with that. We will have a full review obviously of both documents. Our next public forum, the third and final actually is September 26th 6 p.m. in the lower level of the auditorium. So, we have sent that out. The invitation to obviously our Boards and Commissions. I sent it to the school districts again as well. Both high schools in the school district and then as well as the Chamber of Commerce. So, we're hoping to get as much final feedback as possible because this will kind of be the final draft to the public, the proposal from our consultant and then everything else after that will be done by Committee, Planning and Zoning and City Council. So ideally what will happen is we'll have our public forum on the 26th. They will have a draft to our Committee in October. It will be on P&Z in November and then adopted by Council in December would be if everything goes according to plan. There's there's nothing written in stone that it has to be done in the year 2023 but obviously having the 23 to 33 plan, that was our goal all along. It is on a Tuesday this time because of the leagues in there, so we had to move it. We've been trying to keep it on Wednesdays. That's the only update I have on the Comp Plan. So, we've had a couple of meetings with the consultant, just kind of making adjustments here and there. Some easy things that we have topographically. We don't think this is the best idea for a large sports complex, that kind of thing. We've asked them to move around and bring to the public forum. I mean we need to get done in October, November because putting the Comp Plan is one thing but the internal goals and objectives for each department, that was a big thing. We told the consultant that we need. Every year the City Administrator sits down with department heads and comes up with goals. The idea is we would have goals, one through three, three through five, five through seven, all the way through. And so there's kind of a timeline to achieving all the objectives we can in the Comp Plan.
- John Borgmann**-Sal, do you know, did they look at the ESCI report that the fire department did at all? Were they given any of that information?
- Sal Maniaci**-Not unless Tim did it and gave it to him himself. So, if you want to send, if you have that easy access before me without me contacting Tim, you can send it to me otherwise.
- John Borgmann**-I'll talk to Tim later and another meeting with him and find out because I think they should have that. There's definitely some influence there. Well, absolutely. Because each department and then stuff that's not going to come up in a public forum.
- Tom Holdmeier**-Any other questions, discussion on that item? If not, I'll entertain one last motion.
- Chuck Watson**-Motion to adjourn.
- Carolyn Witt**-Second.
- Tom Holdmeier**-All those in favor?
- All-Aye.

Tom Holdmeier-Any opposed? So moved.

6) Adjournment

Motion to adjourn the meeting at 7:15 p.m., first and second, passed without dissent.



John Borgmann

Co-Chairperson

Planning & Zoning Commission