

**CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING
405 JEFFERSON STREET, WASHINGTON, MISSOURI
COUNCIL CHAMBERS -- GROUND LEVEL
Monday, December 11th, 2023 @ 7:00 P.M.**

- 1) Announcement of Meeting / Call to Order/ Roll Call / Pledge of Allegiance.
- 2) Approval of Minutes from October 9th, 2023
- 3) **File No. 23-1201**-Annexation Stone Bridge Phase II
- 4) **File No. 23-1202**-Preliminary Plat-Stone Bridge Phase II
- 5) **File No. 23-1203**-335 Rand Street-Short Term Rental
- 6) **Other Business**-Comprehensive Plan Projected Review and Adoption Schedule
- 7) 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, October 9th, 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, Mayor Hagedorn, John Borgmann, Chuck Watson, Chad Briggs, Carolyn Witt, Mike Wood, Sal Maniaci, Sarah Skeen

Absent: Tom Holdmeier

- 2) **Approval of the Minutes from the September 13th, 2023 meeting- With a minor change a** Motion made by Mike Wood, seconded by Chuck Watson, passed without dissent.

Actually, just real quick before I get started, I'm introduced via e-mail and she's been at plenty of meetings, but I want to formally introduce our new city planner, Sarah Skeen. Today is her first day. We had historic preservation and now PNZ, so full day on her first day. But she's been with the city for about a year and a half. Very happy to have her transition to this role. Has had some training in city planning and then went back to continued education. Just finished a degree in ArcGIS. Now we'll have a second person on staff who can fully do a lot of our mapping. She's still going to school for more government classes. I don't stop. Yeah, she doesn't stop. Very happy to have her. I'm still going to be at all the meetings, at least well into the new year and we'll slowly transition. I was saying that small agendas here and there in the future will completely take over, but any large projects, I'm still here. I'll be a part of the process.

3. **File No. 23-1001-Rose Terrace Plat II-Preliminary Plat- John Borgmann-Okay.** Would anyone in the audience like to speak on this? Commission members? I just have one comment, I guess, about it. To me, and I've known Norman for years, but it seems like it's taking out of the character of the neighborhood a little bit because any new house that gets built in there is going to look completely different in today's the way they do them. I hate to see these large lot subdivisions get divided down, and now you put up another new house that's 50 years difference in the timeline and what that does to the neighborhood. But that's just my opinion with it. No other comments or discussions? I'll entertain a motion.
- Rocco Gonzalez-**The only question, I guess, around the other lots there, I guess, what is the average acreage? I don't know. This is going from three to about one-half. I feel like to your point, it could make sense just to see. I don't think it's going to be like we shouldn't approve it, but maybe... What is it? Not heritage, historic, some type of convening with that commission, just so they can understand how maybe to keep it more aligned to the region.
- Carolyn Witt-**To address that, it's not in a historic district. And that puts us in a position then we can't mandatory review it, unfortunately, because we would be an advisory commission to be able to tell them, Have you thought about whatever design you choose to build? Because they're

starting from scratch. I have seen new things that look good that fit with the historic, but we're not in a position to really... I'd love it if you get a building permit, even though we are not required to review it, if you could share the design guidelines to maybe just give them some suggestions to have something that would fit in with... It goes the extreme because the house that's... The one that was a Mullenhoff, I think, was the doctor, and the Johnson's enlarged it, the White House that's back there. Then there's that two-story brick that's very historic. Then, of course, you've got the Verdine mansion, which was the mayor. I think, Hershel. I might like. But you're right. You would like to see something. I mean, you can build new. I've seen a lot of tear-downs in Kirkwood, and some of them are done very well that fit the neighborhood, and others that were very jarring because...

Sal Manici-I will point out, though, I mean, there are some large lots there, but to the left and to the right are pretty similar to what they're asking.

Mark Kluesner-Yeah, the whole area looks similar.

Sal Maniaci-Actually, the next largest, similar, you got 2.9, 4.9, 4 acres a little bit further east for Dr. Verdine. But the lot to the right and the lot to the left are actually pretty similar to what they'd be creating. I understand.

John Borgmann-The lot size is about the same, but it's the esthetics of the look.

Sal Maniaci-If they're going to build 25 feet off the street or match the existing, it's an interesting piece of code where we allow people to match their neighbors. But the intent of that was to allow them to get closer to match their neighbors if their neighbors are closer to the street, not to force them to go all the way back.

But you'll get a builder who want to do that.

Chuck Watson-Which two lots over. I mean, if you sat there and looked, I mean, that house for what their name is pretty far back, but the next one over is like front to back. It's like right in the middle. There's a whole variety of depths from the from the street overall.

John Borgmann-Any other comments?

Mark Kluesner-I think that the good thing about this, if they're going to divide it, I think they're doing it in the right spot because it's right next to the entrance. The driveway is a long driveway that goes all the way around the back of the house, and it looks like a good dividing line. Will also make the lots all about the same. But as far as matching that house, that house is very unique. It's going to be hard to match that. But there are some other houses around here that look just as nice, but not the same style at all. Now, if you face the house and look directly to the right, there's just a story and a half basic house there that the Rufflesburg. They also own that. There's not going to be any changes to the right, but to the left, even if they did the same thing, that house is pretty basic. I think it's still fine.

Carolyn Witt-Well, and Tommy Myers is new. Very nice. I mean, it's newer than... It's a very nice-looking home. I don't know who owns it now. I just know he built that.

Mark Kluesner-I think the big thing would be set back, so they all set back about the same.

John Borgmann-Any other discussion? If not, I'll entertain a motion.

Chuck Watson-Motion to approve.

Carolyn Witt-Second.

John Borgmann-Motion by Chuck. Second by, Carolyn, to approve. All those in favor?

All-Aye.

John Borgmann-All those opposed? So moved.

4. **File No. 23-1002-601 W. Fifth Street- Special Use Permit-Food Stand Sal Maniaci**-We received an application for a special use permit for a roadside stand. Just a little background on this permit in general, for the existing roadside stands can go on any private property 10 times in a calendar year as long as they have a business license. And then any time it's more than 10 times in a calendar year, they have to get a special use permit to make sure that it's not taking away too much parking or blocking a fire lane and that thing. And so the applicant is requesting the special use permit, so it can be more of a permanent stand in this location. And then I will just one more thing to add is what we've learned through this process and staff has now changed. We had separated roadside stand versus food truck process, and the food truck process always had to get the fire safety form done and inspection done. When the roadside stands came up to city clerk in my office, it was two different processes. We didn't hand them that application. Now we have changed our process upstairs. Whether it is a roadside stand for 10 times, special use permit, or traditional food truck that's in a vending district, they will both now have to do that process.

That is something we have changed since this application has come in. I just want to let you know that. I'll pull up the application at the end because I have shared that with the applicant. But the subject property 601 West Fifth Street, commonly known as a Sandbar or Sharp Corner, it does have some parking on the front, but as well as in the rear. One thing to point out is that it is also owned. The lot is owned by the same management, same property owner as the property to the west. And the code is clear about bars and nightclubs are able to share parking as long as you get permission from your neighboring properties or it's the same owner. That is one thing to point out with. That was a question that was brought up with staff. Well, if they take away parking, is that becoming an issue? That particular use can have a shared parking agreement as long as within 300 feet. Really, you can count the parking up and down that strip mall there as well. That was talked about during our site plan meeting as well. But as you can see here, it's zoned C2 overlay. It is in our commercial district. That's our Fifth Street corridor mixed-use overlay district that allows for residential and commercial uses. Then this is the site plan I actually worked with them when they came in to just show the general idea of where they're going to put it on our GIS map. It's a stationary food trailer, not a mobile food truck. This trailer itself takes up an 8 by 10 parking space. By itself, looking at that, staff reviewed it and said, Yep, there's no reason we feel that it is a detriment to the surrounding community. It's just an additional commercial use. A lot of bars have foods and kitchens. This is just adding food options just outside. One thing that happened in between while they were doing their 10 times beforehand, there was a fire in this location, and that's when Chief and I talked about this food safety form that we were only doing for food trucks, not for roadside stands. What we are recommending is approval, but just with the condition that they get that form approved by the Washington Fire Department, which we require them to make sure it's 10 feet off from the building. I'm going to actually show you what is all on it. Again, Chief actually, or the fire department, put this together when we wrote the new law for the vending districts. Now we're just going to apply it to vending districts and roadside stands, special use permits. But if they

have friers, if they have a hood suppression test, that all that information that they have to fill out to the fire department to stay operational. This will be something attached to their business license that when they renew their business license, they'll make sure and say, Yep, we're still inspected. We still are clear with the health department, that thing. We do recommend approval, and I think, especially now that we have this additional step that full disclosure staff just wasn't adding on to these roadside stands. I'd be happy to answer any questions now.

John Borgmann-The only question I have is the 10-foot spacing. Does that take into account the size of the parking space there also? If it has to be 10 feet away from the building?

Sal Maniaci-It would be literally two parking spaces.

John Borgmann-It would be two parking spaces instead of one.

Sal Maniaci-With the square footage of the building, we did the math at site plan. I think the square footage of the bar itself needs 14 spaces and they have that on their own lot already. But with that section of code that allows shared use parking with permission from the property owner, again, this is the same property, they can utilize those. That's why one or two parking spaces isn't going to change. Actually, if you go by today, they already have some permanent, well, some seating there in the parking space anyway that would take away from that.

John Borgmann-Is there anyone in the audience that would like to speak on that.

Mark Kluesner-I do have one other question. Will you still be able to drive through there and enter and exit off of Stafford Street and come through Fifth around the back corner.

Sal Maniaci-Nothing they're proposing is to block. Are you talking about here? In between here? They're not proposing to block any of that off. It's just in this area here.

John Borgmann-Is there any other comments or questions? If not, I'd entertain a motion.

Carolyn Witt-I move we approve.

Chuck Watson-Second.

John Borgmann-First by Carolyn, second by Chuck to approve. All those in favor?

All-Aye.

John Borgmann-Opposed? Okay. So moved.

5. **Other Business**-I do want to thank everyone who came to our last public forum for the comp plan. This was my favorite one that we've had. It was much more interactive with the stickers. I got to see some more results right away, just sticking around and helping them load everything into the car. It was really interesting. We are supposed to have a draft of that the first week in October. Second week, I'm hoping I get it by Friday. Because with the schedule, they know the plan is to have a public hearing on it in November at this commission. Actually, this is my first time, because we do these every 10 years, and I've been here seven. This is my first time going through this process. I actually was under the assumption that P&Z approved it and city council adopted it. City council can review it, but the Planned Zoning Commission is actually the end all for comprehensive plans and then sends it off to the county to be recorded. We are going to send it or have it before you at your next two meetings and council in between. And so that way we'll have multiple times to review before having it adopted in 2023. So it is still hitting that 2023. Actually, we requested that they send that draft to the full committee so that people have time because they said they do it different ways in different cities. They actually distribute it at the meeting. I said, no, let's give them as much time as possible to look it over, and then we'll have

one more steering committee meeting with the... That's something we have paid for with their staff. We can have as many steering committee meetings in between now and the end of the year with just our steering committee to comment and create and send back comments to them. That's not a problem.

6. Adjournment

Motion to adjourn the meeting at 7:20 p.m., first and second, passed without dissent.

**John A. Borgmann
Co-Chairperson
Planning & Zoning Commission**

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: December 11, 2023

Re: File #23-1201 – Voluntary Annexation – Vic Hoerstkamp

Synopsis: The applicant is requesting to annex approximately 18.72 acres off Bieker Road. Exhibit attached

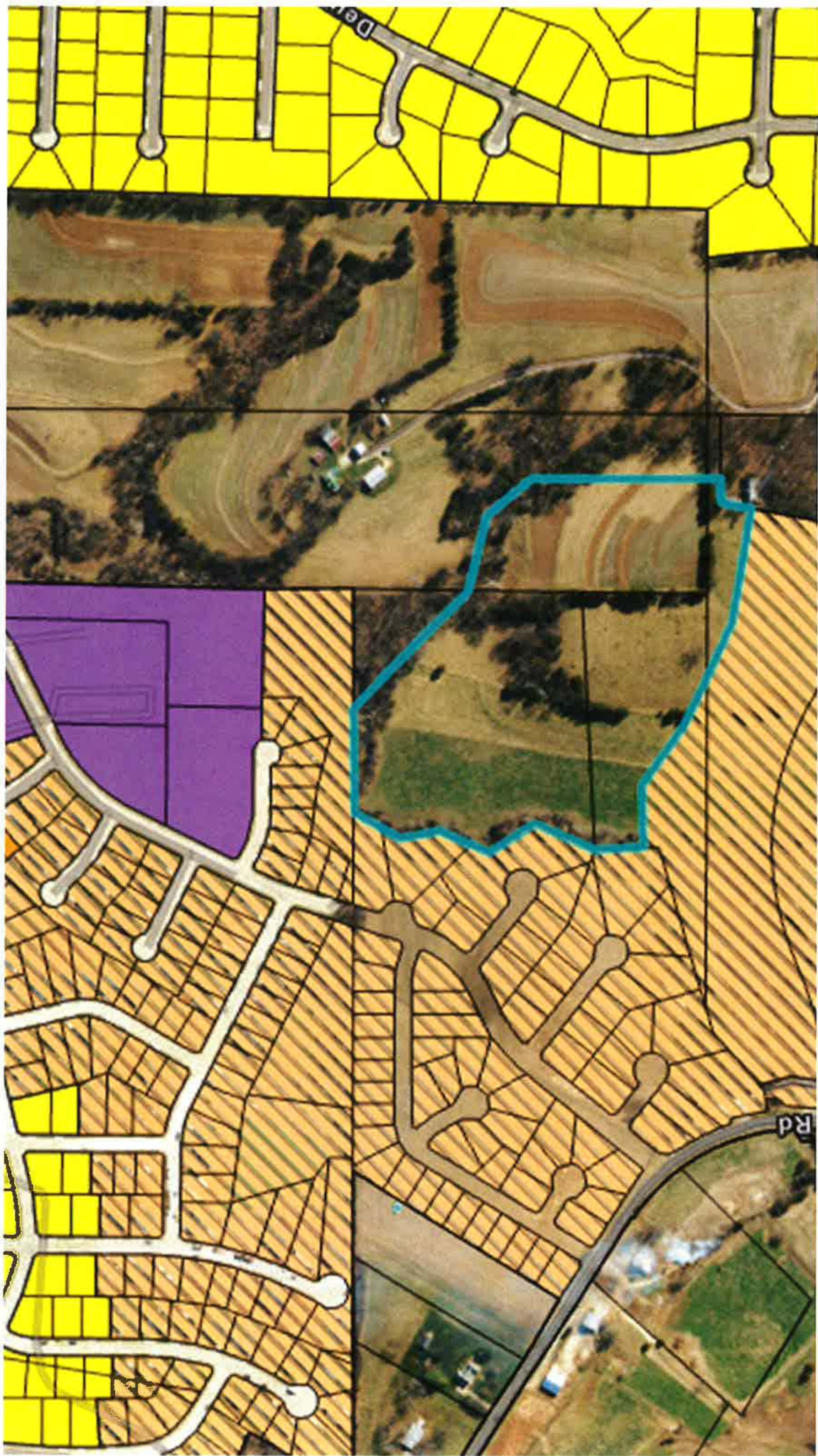
Adjacent Land Use /Zoning Matrix		
	Existing Land Use	Existing Zoning
North	Single Family Under Construction	R-1D
South	Single Family Under Construction	R-1D
East	Vacant Land	N/A
West	Single Family Under Construction	R-1D

Analysis:

The applicant has submitted an application to annex 18.72 acres as shown with an attached survey and legal description. The application requests that the newly annexed property be zoned R1-D Single Family Residential. The future land use map of this specific area proposes residential uses as it develops. The proposed zoning of R1-D matches the vision of the comprehensive plan and the density requirements of this district are compatible with the surrounding area. The property to the north, south, and west have been developed as single-family lots approximately 7,500 square feet in size under the R1-D zone district.

Recommendation:

Staff recommends approval of the proposed annexation as well as the proposed zoning designation of R1-D Single Family Residential.





ANNEXATION EXHIBIT "A"



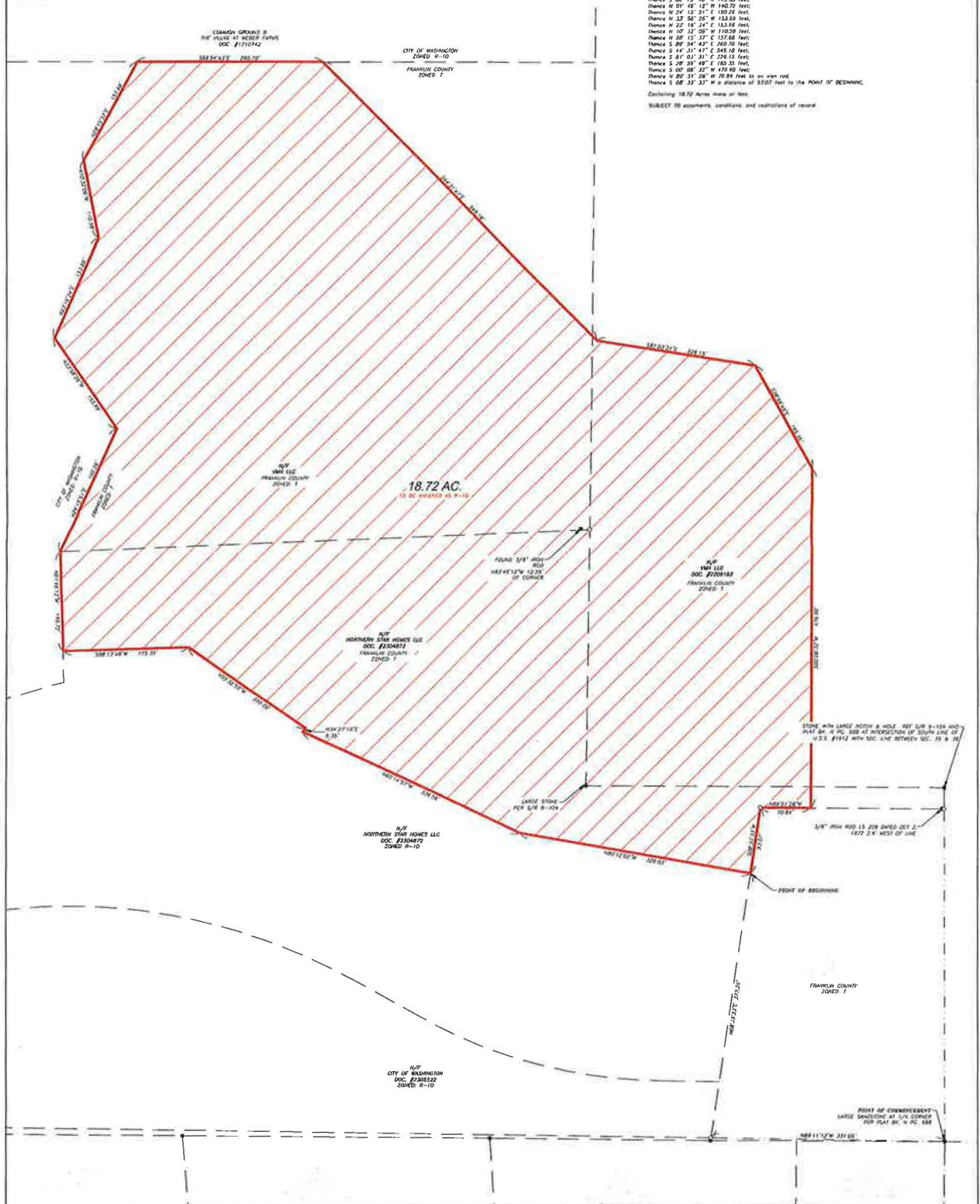
 = TO BE ANNEXED AS R-10

DESCRIPTION OF 18.72 AC. TRACT TO BE ANNEXED TO PROPOSED ZONING "R-10"

A tract of land part of the Northeast Quarter of Section 35, Township 44 North, Range 1 West of the 5th P.M., being more fully described as follows:

Commencing at a stone at the Southeast corner of the Northeast Quarter of Section 35;
 Thence N 89° 11' 12" W 231.29 feet to an iron rod;
 Thence N 89° 12' 15" E 172.29 feet to the right of BEGINNING;
 Thence N 01° 14' 57" W 316.54 feet;
 Thence N 34° 27' 16" E 6.25 feet;
 Thence S 80° 12' 48" W 175.45 feet;
 Thence N 01° 48' 12" E 140.75 feet;
 Thence N 24° 15' 51" E 199.26 feet;
 Thence N 12° 50' 25" W 153.53 feet;
 Thence N 22° 18' 34" E 153.55 feet;
 Thence N 10° 12' 05" W 110.50 feet;
 Thence N 20° 15' 37" E 127.88 feet;
 Thence S 89° 54' 43" E 340.70 feet;
 Thence S 44° 31' 47" E 549.18 feet;
 Thence S 81° 01' 31" E 276.15 feet;
 Thence S 28° 39' 49" E 145.33 feet;
 Thence S 00° 00' 32" W 475.00 feet;
 Thence N 89° 51' 28" W 70.84 feet to an iron rod;
 Thence S 00° 33' 33" W a distance of 23.02 feet to the POINT OF BEGINNING.

Containing 18.72 Acres more or less.
 SUBJECT TO assessments, conditions, and restrictions of record.



1 OF 1

ANNEXATION EXHIBIT "A"

A TRACT OF LAND BEING PART OF
 THE N.E. FRACTIONAL 1/4 OF SECTION 35,
 ALL IN T44N, R1W OF THE 5TH P.M.,
 IN FRANKLIN COUNTY, MISSOURI

WUNDERLICH
 SURVEYING & ENGINEERING INC.

512 EAST MAIN STREET
 UNION, MO 63084 (616) 583-0400
 WSETEAM.COM

WUNDERLICH SURVEYING & ENGINEERING, INC.
 MISSOURI STATE SURVEYOR'S EX. #00000000
 CEA SURVEYING LICENSE #00000000
 LAND SURVEYING LICENSE #00000000



CITY OF WASHINGTON, MISSOURI
Department of Planning and Engineering Services
405 Jefferson Street • Washington, Missouri 63090
636.390.1010 phone • 636.239.4649 fax

VERIFIED PETITION FOR ANNEXATION

By completing this document, the undersigned is verifying the following:

1. The undersigned is the owner of all fee interest in that real property described in Exhibit "A", a copy of which is attached hereto and incorporated herein by reference.
2. Said property described in Exhibit "A" is contiguous and compact to the existing corporate limits of the City of Washington, Missouri.
3. The undersigned hereby petitions the City Council of the City of Washington, Missouri, for voluntary annexation of the real property described in Exhibit "A".
4. The undersigned hereby requests the City Council of the City of Washington, Missouri, zone the real property described in Exhibit "A" as R1D

The following describes the fee involved with a voluntary annexation request, and the conditions of a refund, as called out in the City of Washington Codes:

SECTION 400.170: VOLUNTARY ANNEXATION PETITIONS FEES & PROCEDURES

A. Any request for voluntary annexation submitted to the City of Washington, Missouri, pursuant to Section 71.012 of the Revised Statutes of Missouri shall be accompanied by a cost deposit of two hundred dollars (\$200.00) for processing said request. Please make check payable to the City of Washington.

B. If the request for voluntary annexation is not approved by the City Council, the cost deposit shall be refunded to the applicant. If the request for voluntary annexation is withdrawn by the applicant, the cost deposit shall be forfeited to the City. If the request for voluntary annexation is contingent on the occurrence of one (1) or more events and these events do not transpire due to action or inaction by others than the City Council and the voluntary annexation is not approved by the City Council, then the cost deposit shall be forfeited to the City. (Ord. No. 00-8783 §1, 4-3-00)

NORTHERN STAR HOMES, L.L.C. &
VMH L.L.C., C/O VIC HOERSTKAMP, MEMBER

Applicant Name (print)

Applicant signature

Address & Phone P.O BOX 1654, WASHINGTON, MO 63090 PHONE 636-390-2111 EXT. 23

STATE OF MISSOURI)
) SS
COUNTY OF FRANKLIN)

On this 17th day of November, 2023, before me appeared Vic Hoerstkamp, to me personally known to be the person described in and who executed the foregoing instrument and acknowledged that they executed the same as their own free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal, in the County and State aforesaid, the day and year last above written.

Lorie A. Freitag
Notary Public

LORIE A. FREITAG
NOTARY PUBLIC - NOTARY SEAL
STATE OF MISSOURI
MY COMMISSION EXPIRES MARCH 16, 2026
FRANKLIN COUNTY
COMMISSION #14854781

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: December 11, 2023

Re: File #23-1202– Preliminary Plat – Stone Bridge Plat 2

Synopsis: The applicant is requesting approval of Stone Bridge Plat 2 – a 51 lot subdivision

Adjacent Land Use / Zoning Matrix		
	Existing Land Use	Existing Zoning
North	Single Family Under Construction	R-1D
South	Single Family Under Construction	R-1D
East	Vacant Land	N/A
West	Single Family Under Construction	R-1D

Analysis:

The applicant has submitted a preliminary plat on newly annexed 18.72 acres that was previously the Koch Farm and a portion of the Kleekamp Farm. The plat consists of 51 single-family lots and two proposed streets, Lane Spring Road, and Nat's View.

The plat shows an extension of Koch Cattle Drive, which is a part of Stone Bridge Plat 1. Lane Spring Road will intersect Koch Cattle Drive, and Nat's View will intersect Lane Spring Road. Lane Spring Road is a cul-de-sac street with more than 10 homes accessing it, so it is shown to be 35 ft. wide within 50 ft. ROW. Nat's View is also a cul-de-sac street, but since it will have less than 10 homes accessing it, it is allowed to be 30 ft. wide within 50 ft. ROW and parking will be limited to one side of the street. Koch Cattle Drive is stubbed out for future connection. This road is less than 450 ft and does not need a temporary turnaround.

The plat meets all easement, lot size and access requirements set forth in the City Code. The property is zoned R-1D Single Family Residential allowing for lots as small as 7,500 sq. ft.

Recommendation:

Staff recommends approval of preliminary plat for Stone Bridge Plat 2 under the following conditions:

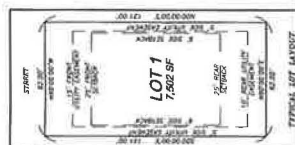
1. Improvements must be completed per approved construction plans prior to a final plat being approved or a performance guarantee must be approved accompanied by a letter of credit or escrow.

WORLDWIDE SURVEYING & ENGINEERING INC.
512 EAST MAIN STREET
UNION, MO 63084 (636) 563-8400
WWW.WSETEAM.COM
MONITORING, SURVEYING & ENGINEERING, INC.
10000 N. 10TH AVE. SUITE 100
DENVER, CO 80231

PRELIMINARY PLAN
STONE BRIDGE PHASE 2
A TRACT OF LAND BEING PART OF
THE N.E. FRACTIONAL 1/4 OF SECTION 35,
ALL IN T44N., R1W OF THE 5TH P.M.,
IN FRANKLIN COUNTY, MISSOURI

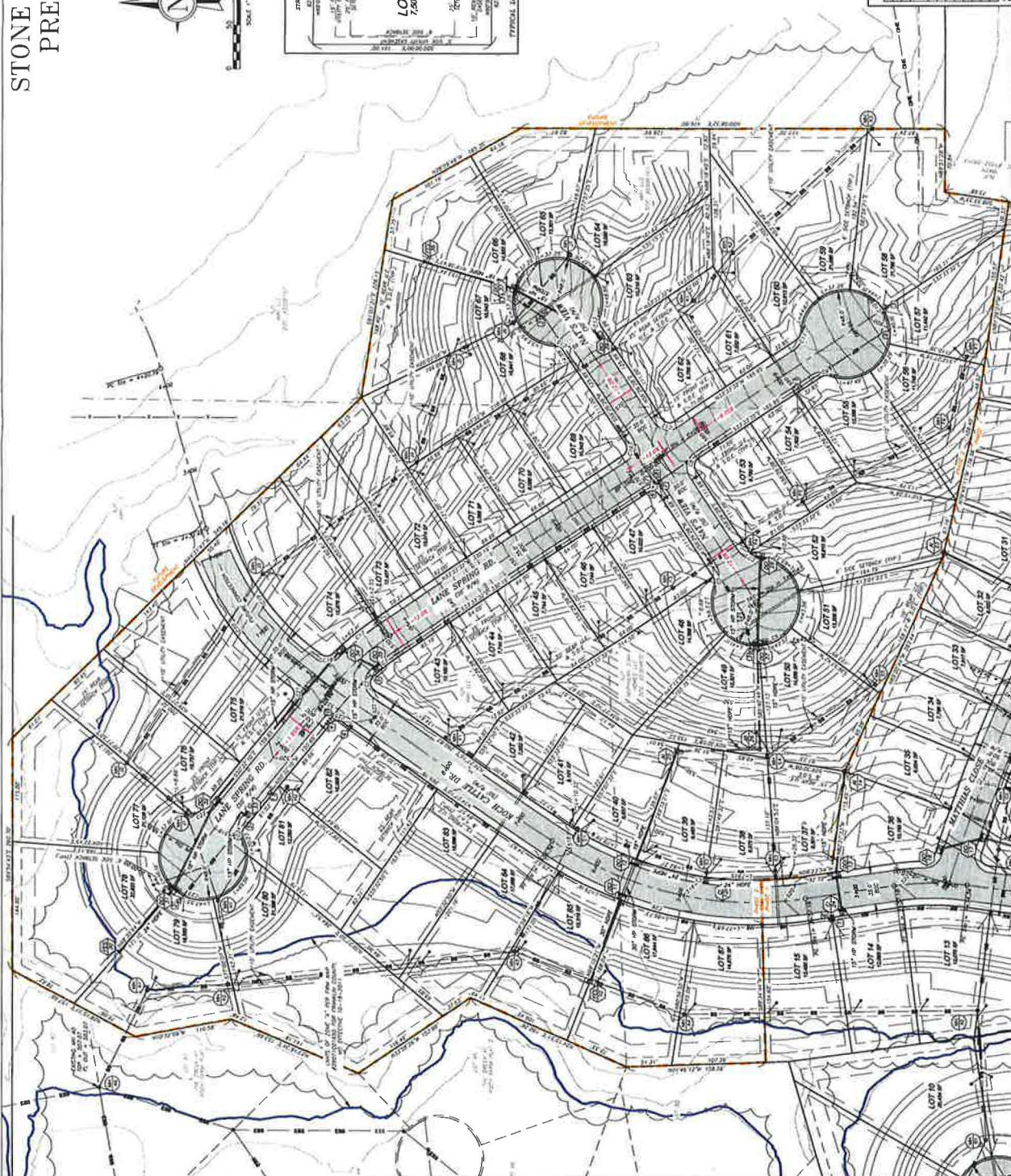


2 OF 4
NOT FOR CONSTRUCTION

[illegible]

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SAMPLE	NUMBER OF STUDENTS	CURVE LENGTH		MINIMUM	ARC LENGTH
		MINIMUM	MAXIMUM		
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37	114	0.3137282	0.6233	83.02	81.68
38	114	0.3137282	0.6233	83.02	81.68
39	114	0.3137282	0.6233	83.02	81.68
40	114	0.3137282	0.6233	83.02	81.68
41	114	0.3137282	0.6233	83.02	81.68
42	114	0.3137282	0.6233	83.02	81.68
43	114	0.3137282	0.6233	83.02	81.68
44	114	0.3137282	0.6233	83.02	81.68
45	114	0.3137282	0.6233	83.02	81.68
46	114	0.3137282	0.6233	83.02	81.68
47	114	0.3137282	0.6233	83.02	81.68
48	114	0.3137282	0.6233	83.02	81.68
49	114	0.3137282	0.6233	83.02	81.68
50	114	0.3137282	0.6233	83.02	81.68
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52	114	0.3137282	0.6233	83.02	81.68
53	114	0.3137282	0.6233	83.02	81.68
54	114	0.3137282	0.6233	83.02	81.68
55	114	0.3137282	0.6233	83.02	

[illegible]

STONE BRIDGE PHASE 2 PRELIMINARY PLAT



W & S ENGINEERING & SURVEYING, INC.
UNION, MO 65084
TEL: 661-561-8400
WWW.WSETEAM.COM
REGISTERED PROFESSIONAL ENGINEER
STATE OF MISSOURI, LICENSE NO. 000000000000

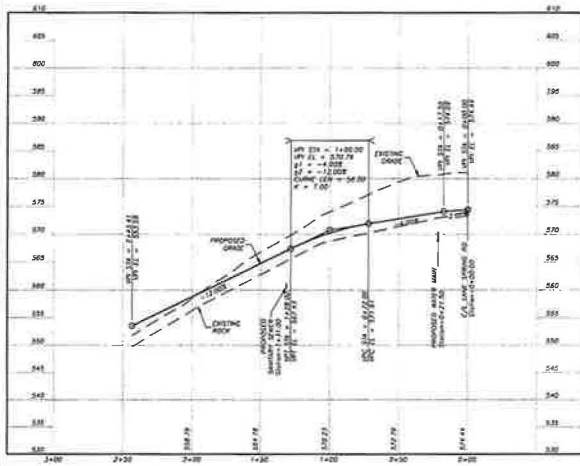
PRELIMINARY PLAT
STONE BRIDGE PHASE 2
A TRACT OF LAND BEING PART OF
THE N.E. FRACTIONAL 1/4 OF SECTION 35,
ALL IN T44N, R1W OF THE 5TH P.M.,
IN FRANKLIN COUNTY, MISSOURI



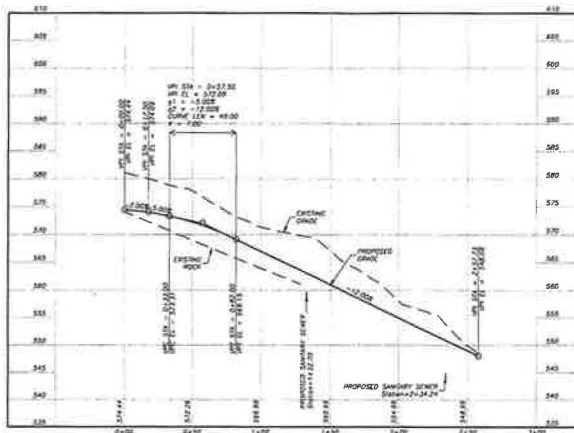
11-20-2023
DESIGNED BY: [Signature]
CHECKED BY: [Signature]
F.E. or Registered Surveyor
of Engineering, Inc.

THIS BOOK IS FOR DESIGN
ONLY AND NOT FOR CONSTRUCTION
UNLESS SO INDICATED BY THE
DESIGNER'S SIGNATURE

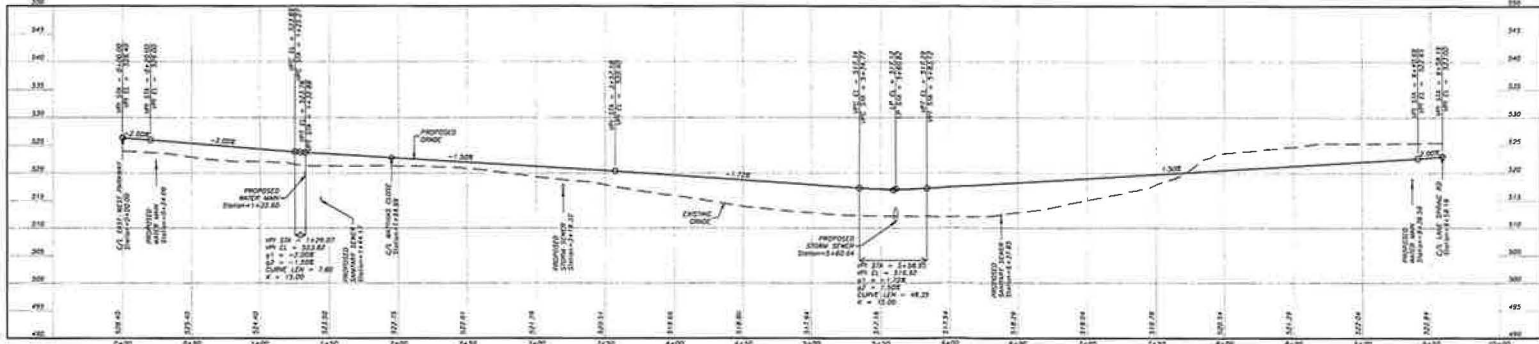
3 OF 4
NOT FOR CONSTRUCTION



NAT'S VIEW WEST PROFILE
1"=40.00' Horiz.
1"=10.00' Vert.



NAT'S VIEW EAST PROFILE
1"=40.00' Horiz.
1"=10.00' Vert.



KOCH CATTLE DR PROFILE
1"=40.00' Horiz.
1"=10.00' Vert.

[illegible]

23-1202

CITY OF WASHINGTON, MISSOURI
Department of Planning and Engineering Services
405 Jefferson Street • Washington, Missouri 63090
636.390.1010 phone • 636.239.4649 fax

PRELIMINARY PLAT APPLICATION

Date: 11-22-2023

Applicant Information:

Name: Northern Star Homes, LLC. Phone: 314-544-6331

Address: P.O. Box 1654 Washington, MO 63090

Do you own the subject property? ☒ Yes ☐ No

If not, please provide ownership information here:

Name: Northern Star Homes, LLC. (owner by contract) Phone: 314-544-6331

Address: P.O. Box 1654 Washington, MO 63090

Name of Proposed Subdivision: Stone Bridge Phase 2

Number of Lots Proposed: 51 Zoning District(s): R1D

Two copies of a detailed plat of the subject property must accompany this request.

Fee: Seventy-five dollars (\$75.00) for the first two lots, plus seven dollars (\$7.00) for each lot in excess of two. This fee must be paid to the City of Washington at the time this application is filed.

APPLICANT'S SIGNATURE:



APPLICANT/COMPANY NAME (Printed):

Northern Star Homes, LLC

LANDOWNER SIGNATURE(s):



LANDOWNER NAME (Printed):

Northern Star Homes, LLC.
VMH LLC. (same ownership)

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: December 11, 2023

Re: File #23-1203 –Sara and Marcus Melita Short Term Rental Dwelling

Synopsis: The applicant is requesting approval Special Use Permit for a Short-Term Rental Dwelling located at 335 Rand Street

Adjacent Land Use /Zoning Matrix		
	Existing Land Use	Existing Zoning
North	Single Family	R-20
South	Single Family	R-20
East	Single Family	R-20
West	Single Family	R-20

Analysis:

The applicant is requesting a special use permit to utilize 335 Rand Street for Short Term Rental Dwelling. The structure is currently a single-family home in an R-2 Single- and Two-Family Overlay District. The special use permit would allow the applicant to accept lodgers for periods of 30 days or less. Since the lot boundary is greater than 200 feet south from the nearest Short-Term Rental at 312 High Street, the dwelling is outside the 150 ft buffer. The lot is a corner lot and has plenty of on-street parking to accommodate lodgers without infringing on the parking for other residents.

The home will be required to receive a new occupancy inspection to meet the requirements for short-term lodging. The proposed use is insignificant to the surrounding area and should not detriment the neighborhood.

This home has been operating as a short-term rental and was discovered with the 3rd party software, Granicus. At the time, the business owners were not registered with the City but after making contact with the owners, they submitted the special use permit so that they can bring their business into compliance with the city code.

Recommendation:

Staff recommend approval of the Special Use Permit to operate a Short-Term Rental Dwelling at 335 Rand Street.



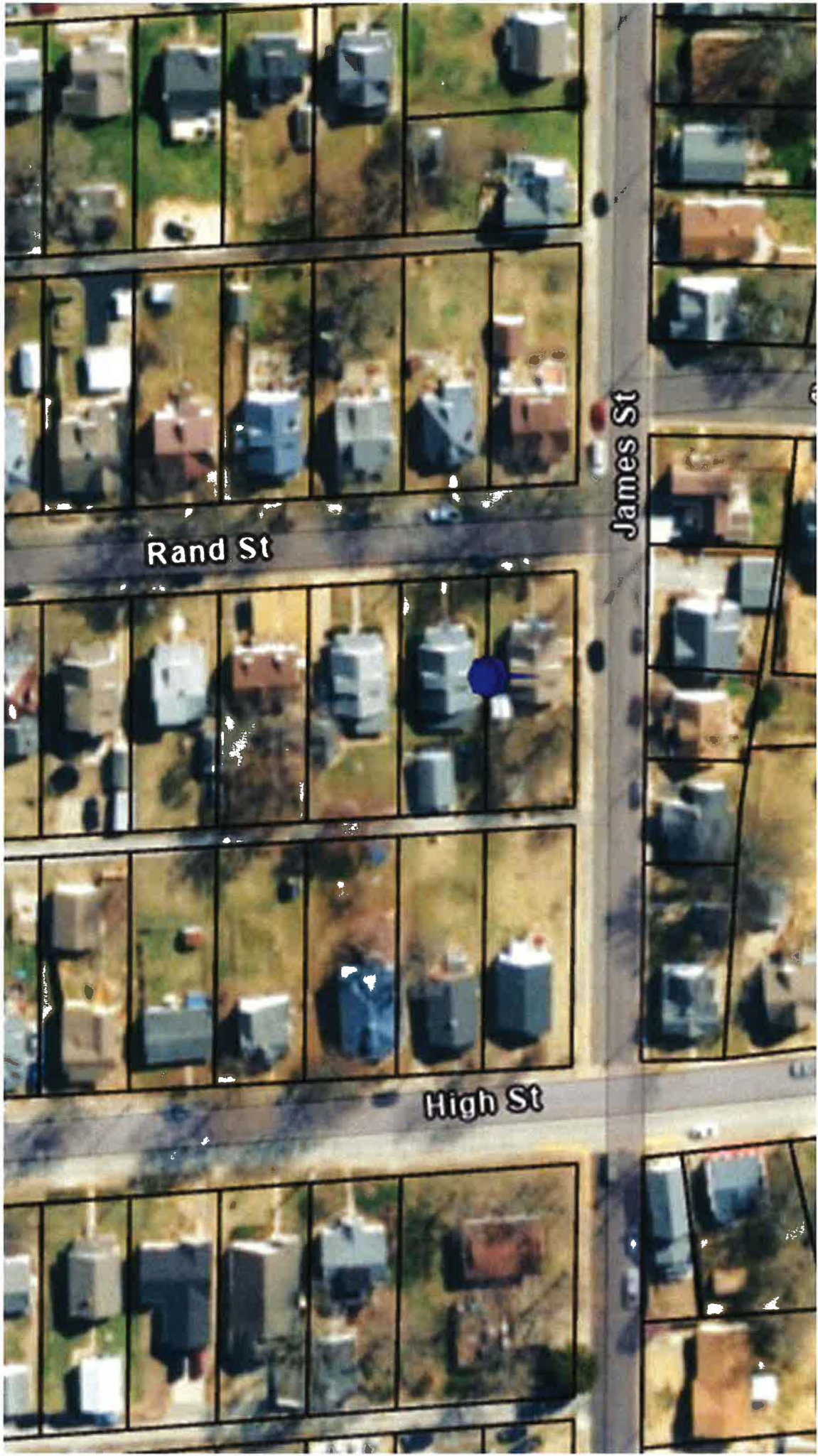
335 Rand Street

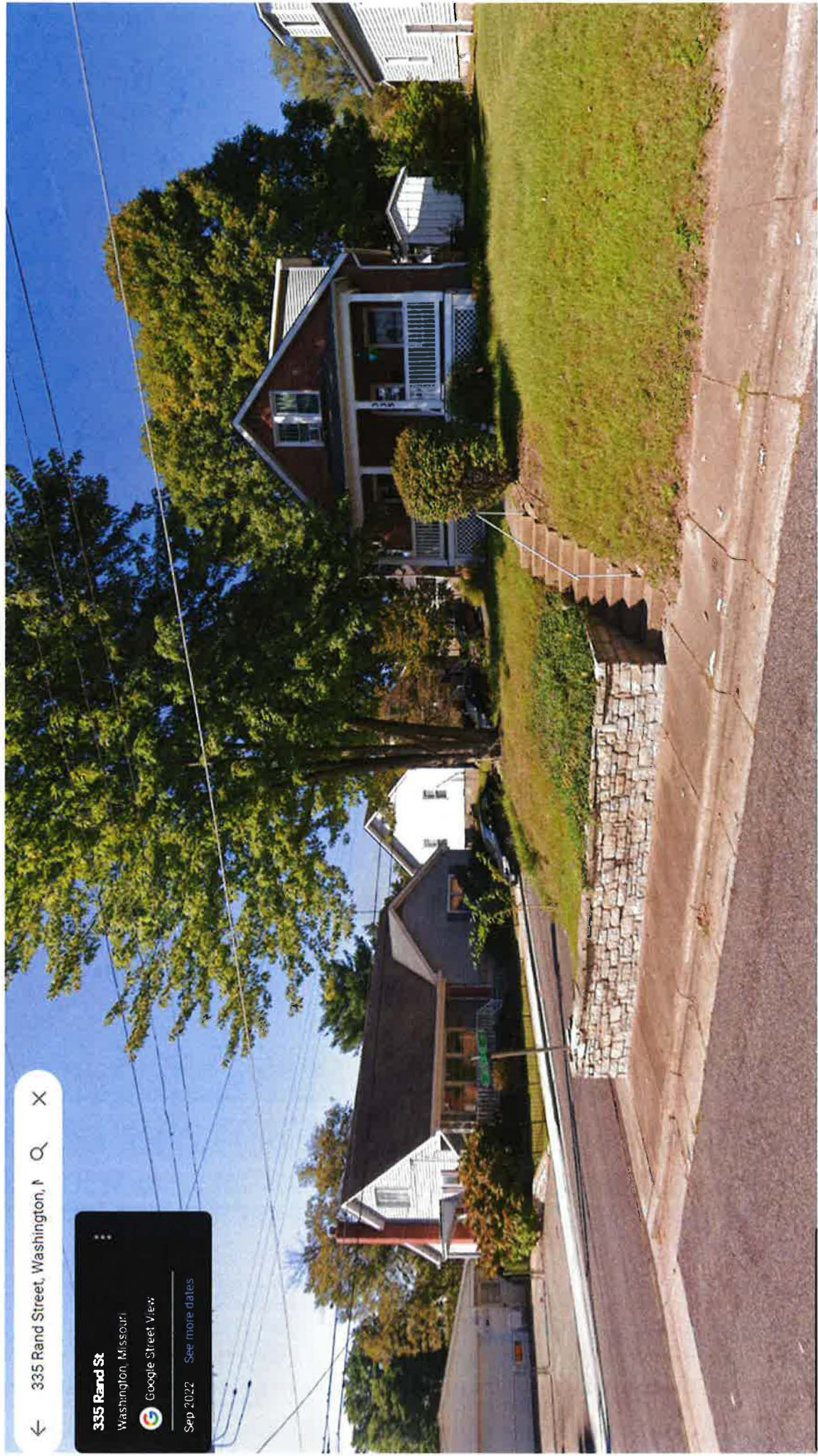
Special Use Permit
Short Term Rental

Zoning: R2-O

Distance to 150 foot buffer: 50 ft

Ample on-street parking






← 335 Rand Street, Washington, MO 🔍 ✕

335 Rand St

Washington, Missouri

 Google Street View

Sep 2022 See more dates



23-1203

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: 335 Rand St.

Lot: 20 Subdivision: Mcleans PID# _____

Applicant Name: Sara Melita Phone: 636-485-6700

Address of Applicant: 1916 Elizabeth Ln. Pacific, MO 63069

Owner: Sara & Marcus Melita Phone: 636-485-6700

Owner's Address: 1916 Elizabeth Ln. Pacific, MO 63069

Current Zoning: residential Proposed Zoning: special use

It is proposed that the property be put to the following use: short term lodging

Lot Size: Frontage 6621 sq ft (feet) Depth _____ (feet) Number of Stories 1.5

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

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)

Sara Melita 11/22/23
Signature of Applicant Date

Sara Melita
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.
Home will not be modified at all.

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.
Same size house as other surrounding homes

3. The frequency and duration of various indoor and outdoor activities and special events, and the impact of these activities on the surrounding area.
No special events or parties are allowed

4. The capacity of adjacent streets to handle increased traffic in terms of traffic volume, including hourly and daily levels.
No increased traffic volume

5. The added noise level created by activities associated with the proposed use.
None

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.
None

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

No

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.

None

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.

Standard front & back yard with landscaping. Fenced back yard

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.

None

Projected Review and Adoption Schedule

GrowWashMO 2034 Comprehensive Plan Update

November 7, 2023

1. **Issue of Final Review Draft and City Department Distribution**
Wednesday, December 6, 2023
2. **City Department Review Period**
Wednesday, December 6 through Wednesday, December 20, 2023
(2 weeks)
3. **Steering Committee Distribution**
Monday, January 8, 2024
4. **Steering Committee Review Period**
Monday, January 8 through Wednesday, January 17, 2024
(1-1/2 weeks)
5. **Final Steering Committee Meeting and Plan Endorsement**
Wednesday, January 17, 2024
6. **Notice of Public Hearing (10 business days prior)**
Monday, January 29, 2024
7. **Public Posting Period**
January 29 through February 12, 2024
(10 business days)
8. **Planning & Zoning Commission First Reading / Public Hearing (Second Monday)**
Monday, February 12, 2024
9. **City Council Resolution (Third Monday)**
Monday, February 19, 2024
10. **Adoption by Planning & Zoning Commission (Second Monday)**
Monday, March 11, 2024