

**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.

A handwritten signature in cursive script that reads "Thomas R. Holdmeier". The signature is written in black ink and is positioned above a horizontal line.

Thomas R. Holdmeier
Chairperson
Planning & Zoning Commission