

**CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING
405 JEFFERSON STREET, WASHINGTON, MISSOURI
COUNCIL CHAMBERS -- GROUND LEVEL
Monday, April 8th, 2024 @ 7:00 P.M.**

- 1) Announcement of Meeting / Call to Order/ Roll Call / Pledge of Allegiance.
- 2) Approval of Minutes from February 12th, 2024
- 3) File No. 24-0401-Special Use Permit-331 Olive Street-Short Term Rental
- 4) File No. 23-0202-Special Use Permit-RV Park-Updated Site Plan
- 5) R-2 Overlay Code Amendment
- 6) Public Hearing-Comprehensive Plan-Short Term Goals
- 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, February 12, 2024 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, Carolyn Witt, Mark Kluesner, Mark Piontek, Tom Holdmeier, Jeff Patke, John Borgmann, Chuck Watson, Sal Maniaci, Sarah Skeen

Absent: Mike Wood, Chad Briggs

- 2) **Approval of the Minutes from the December 11th, 2023 meeting-** Motion made by John Borgmann, seconded by Chuck Watson, passed without dissent.

- 3) **Chapter 420-Stormwater Management Standards Codes Revision**

Sal Maniaci-I will introduce Charles Stankovic, City Engineer, to run through these with you.

Charles Stankovic-Good evening. So, it's quite a lot in there. So, basically, I'll give you some of the background. So, we're looking at updating our stormwater codes, Chapter 420, in response to DNR coming in back in '22. And they audited us and found us deficient in a lot of categories for our permitting through MS4. So, they have a bunch of requirements. One of those is to update our codes to cover these three areas that's in the letter. Illicit discharges, post construction BMP's, and then construction projects, stormwater runoff, silt, things like that. So, that's the three areas that we're modifying in the code for the most part. So, the first one was the grading permit. And that tackles the construction projects, kind of outlines what the. Right now, in our code, the grading permit is just like a one line. Just says, you need a grading permit if you have more than 2ft of elevation change or more than 50 cubic yards of fill brought in or moved. So, now we're really spelling out and kind of make it more like a land disturbance based on how much square footage that they're disturbing and then setting up inspection parameters, what kind of controls they have to have plans submitted, those sorts of things. So, it's really just spelling that out. DNR wants to see that there's enforcement, so there's enforcement tied to that based on fines and giving them written notice and how many days they have to correct the deficiencies. So, that's kind of one of the areas. The other area was the illicit discharge. So, that sets up anything in the city that's not stormwater or clean water going into the storm drains can be a violation. And then what the enforcement is for illicit discharges to the stormwater system. And then the last one is the post construction BMP's. So, right now we have flood control. So, a lot of times you'll see the basins that are out there. That's typically what they use for flood control. This sets up having water quality as well as flood control. So, all the water that's on a site that gets developed that's greater than one acre has to have the water be treated in some way. Whether that's extended detention, that's bioretention basin, that's different swales and trenches that filter and help the sediment settle and it's not getting to the streams and the rivers. So, that's kind of big picture what all the code

changes are really trying to hone in on. I don't know if you guys made it through and have some questions.

Tom Holdmeier-Made it through, but I don't know if I have questions.

John Borgmann-I actually read it too, but I don't think. I guess the only question I have in just thinking about this and talking about it and this is from the fire service side. There are occasions when we have water runoff from a fire scene that usually goes into the storm sewers. So, is that something that DNR is looking at?

Charles Stankovic-So, in that illicit discharge one, there's specific wording that says all the exceptions that are not illicit discharges and emergency firefighter operations are not. Now, if you guys are just spilling water training or something, you kind of have to watch it a little bit. But anything for actual firefighting operations, you're good.

John Borgmann-Very good.

Chuck Watson-One question I had was, so the discharge into like storm drain and things like that, I mean, is that all self policed by the contractors? Whoever and stuff like that. And followed up by you guys?

Charles Stankovic-As far as when it's a construction site or just in general?

Chuck Watson-When it's a construction site.

Charles Stankovic-So, there's requirements in there for them to self inspect, and the inspections are every 14 days. They have to submit to us inspections or after rain events within 72 hours. But the city will also be doing inspections, and if there's ever public complaints or if anyone sees anything, we'll follow up on that as well.

Chuck Watson-So, if there's public complaints, does it go into fines and things like that, then?

Charles Stankovic-Yes, if there's a violation, we send them a written notice. I think it's set up for seven days or a specified time amount. If the violation is something that's going to take longer than seven days to correct, we can kind of work on that. And then if they don't correct in that time frame, then the fines and the different things come into play.

Tom Holdmeier-I'm assuming this is pretty common language used by other cities or communities.

Charles Stankovic-Yes, this is taken from a couple different communities kind of put together for what'll know, we think will work for Washington.

Mark Kluesner-Well, Chuck's question had a lot to do with mine, and mine is simple. Who actually makes these inspections? Is it our building department?

Charles Stankovic-That would be out of our engineering department, our infrastructure inspector for the most part. I can do them and anyone else in the engineering, maybe our building inspectors, if it works out, but typically not.

Mark Kluesner-I guess, if they're schooled on all that.

Charles Stankovic-Yes, there's training.

Tom Holdmeier-All right, thank you. Any other questions or comments?

Sal Maniaci-So, when we had the audit back in 22, there's been a number of steps to make us get into compliance. And obviously with these changes, since they're in the Chapter 400, these specific code changes have to go to Planning and Zoning first.

Tom Holdmeier-Have you had a lot of instances where this may have occurred in the past few years that you can think of?

Charles Stankovic-I think the biggest change will be construction sites. We always have places where they're deficient in their stormwater runoff and silt getting into the stormwater system. So that'll be the biggest area. And then also the post construction water quality. That's going to something that developers have to an added cost and extra work that they have to do on their end.

Jeff Patke-I think more than anything, it's the fact that our inspectors go there, see a problem, make the developer aware of it, and in a few instances, we've had an issue and we don't have a backbone to back it up. When do we write a stop work order on them. When do we, you know, that kind of thing. It's kind of do this, but if you don't do it, then what happens? And this clarifies a lot of that.

Chuck Watson-Well, up into this point in time, it's like they sit there and post their, whatever, notifications for the city, DNR and all those kinds of things when they're doing a construction site and all that kind of stuff. And so in the past, I imagine a lot of that was covered by what they thought was DNR, but now the city is going to be covered at the same.

Charles Stankovic-They'll still have to get a DNR permit and all that because they're over an acre. So, I mean, that is covered, like you said, right now, but this kind of helps us as the city, be the enforcer and really follow up on that.

Tom Holdmeier-There's nothing else. Thanks.

Charles Stankovic-And I guess the only other note is there probably will be. I don't know how this works. There'll probably be a few other small changes along the way. Do I have to bring that back?

Sal Maniaci-Anything in chapter 400 has to go.

Charles Stankovic-Okay. So, this is kind of the first draft. I'm still kind of working through DNR. They have a few tweaks and stuff. So this will probably be back in front of you guys before it's finalized final. But this is the bulk of the changes.

Sal Maniaci-We'll have, actually a couple with International Building Code. There's going to be some other changes to Chapter 400 we're kind of compiling and figuring we may as well do them all at once when we do the official change.

John Borgmann-So, this is really just the first chance for us to look at it. No decision will be made tonight. And then he goes back and fine tunes it.

Sal Maniaci-I didn't know if you were going to council next, but.

Charles Stankovic-No, I got small changes, but this will be the bulk of it. So, it gives you guys an opportunity. It also makes it kind of a public hearing in case people want to come in and comment or whatever.

Sal Maniaci-We did notice this as a comment period tonight.

Tom Holdmeier-Great, thanks. Is there anyone that would like to comment on this, if not entertain a motion, if there's not further discussion, do we want a motion on this?

Sal Maniaci-Mark would be a motion to accept in the minutes or just to approve the changes as submitted so far?

Mark Piontek-I think you probably want to do that. All at once. Okay. So I don't think you really need to do anything tonight.

4) Other Business-Comprehensive Plan Discussion

Sal Maniaci-Yes. I kind of just want to leave it to an open discussion. We sent you the link for the download. I apologize if you weren't able to get it, but hopefully everyone is able to get that straightened out. The original link expired, the WE Transfer and so then we had to set up a share file. So, that is close to a final draft. Our steering committee did have comments and changes, some clarification stuff. We sent those comments to them a week after the steering committee and then we should have them back. We've been expecting reviews every two weeks, so I would assume sometime this week I'll get the actual draft that we will post a public hearing on in March unless there's significant changes.

John Borgmann-My only comments, I guess, on it so far is when we're putting this out for public comment and for us to discuss. Are we going to have some kind of a workshop that we can, as a commission discuss some of these things? For instance, the land use plan. That was the first yellow marker that I threw in there on page five- two, because the maps in there are so small, it's not even a half a page of an eight and a half by eleven and you lose all the detail. And I was just wondering, is it your plan to have a workshop where we could have these maps enlarged and go through some of this stuff and digest it? I mean, those of us that have been on the steering committee have seen it. But I think there's a lot of information in here that before we adopt it, we need to be 100% on board with everything that's in here. Is this truly what we want to shoot for?

Sal Maniaci-That is a good idea. We could easily do that if everyone's available at 06:00 before your next meeting, do an hour workshop prior to, because they were already going to be here at that meeting. So, I could have them come early and go through and that way we can have almost like a question sent to them ahead of time, which I think would be helpful.

John Borgmann-Well, I think it's just important that we look at the seven action items and make sure we're all clear on what that really means, what code changes we're going to have to do and what work we're going to have to do as a commission to make that happen and the timelines and just to digest it a little bit. I've been looking at this for over a year, but some of these other commissioners haven't had that opportunity yet.

Sal Maniaci-And we don't anticipate adopting it in March. It would be two public hearings. So, we could have a workshop, a public hearing that night, and then changes can be made until April or the next meeting, or we can always have special meetings, but I know we've been talking about the schedule at the last steering committee meeting, actually, Darren, city administrator, asked the consultant, can we just spread this out a little bit or slow it down and add a month in here just so we could make sure everyone's happy with the implementation strategy? And then there were some changes, obviously, from the steering committee. I think it's also important, and their presentation explains this, that a lot of it seems like very big picture, kind of almost pie in the sky, like, how are you ever going to get that done in ten years? But the idea is also, it's almost a longer range plan. Longer than ten years. And you have goals that you can say, okay, this is an example of what we'd like to see, and then you can make small chips at that. So just because there are seven objectives under a goal, you don't have to hit all of those objectives to achieve that goal. He did a good job of explaining those are different objectives. To achieve that goal, you don't have to do all of them, which I actually liked better. It kind of broadens it. For example, if you saw the streetscapes, I think are pretty ambitious. And actually, Darren and I spoke to them the week after

the steering committee, and we asked to at least have a version of this where it's only Jefferson and Fifth for that, because that's where they're kind of identifying as a neighborhood district with a new overlay that would be very doable, especially with grants and that sort of thing. So, obviously, we won't make those in a vacuum. We would show those different options with the final draft, but things like that. But, there are a lot of recommended code changes.

John Borgmann-Well, and I like the way they did this time compared to ten years ago, and we actually have steps to follow, and that's one of the things we wanted. But I just want to make sure that I don't want to adopt this document without some thought going into it as a commission, because I think there's important things that we're going to have our work cut out for us over the next year or two, that we're not just going to be coming here and approving stuff.

Sal Maniaci-For example, one of the very ambitious action items, but it got brought up at every public forum that the people present, the citizens present, prioritized having some type of secondary education in the city limits, some type of higher education, whether it's workforce training or an actual college presence, trade school. They have action items in there within the first three years, or actually, I think the first two years to 18 months, I think is what it said to identify the land of where that would go, what partner that would be. That's great, but that's ambitious. We don't want to fall behind on your goals right away.

Chuck Watson-When you're talking about. John was talking about those various maps. Is there any way that you guys can apply those in a PDF that's about 36 x 48 size, that if there was a link on wherever that could be accessed, so that if you want to download it, you could sit there and mark it up and those kind of things and stuff, too. Again, it's like John says, by the time you start zooming into some of those things, you really lose detail compared to when we had those three foot by four foot things there to make all these right, all those things that we could sit there.

John Borgmann-And what really brought that to my attention was a land use plan, Sal, and that's the first one that's got like 15 keys to it. And there's no way you can tell what those different colors are and the hash marks and things like that in it. So that's one for sure. I don't know that we have to get that kind of detail, maybe necessarily on the parks.

Chuck Watson-I was thinking more of like that in the commercial mix use type things and stuff like that.

Sal Maniaci-Right. Because in the presentations at the steering committee, he pulls them out into different slides.

Chuck Watson-Right. I mean, the parks and things are just good for a general area but those you'd like to get a little bit more detail as far as what areas you're really referring to or what the outlines are really covering.

John Borgmann-The other thing that I gleaned out of that, too. Again, after reading through it and getting some citizens comments, I've been kind of talking to some folks about it. And that's our parking downtown. I noticed it a couple of weeks ago. We wanted to go down to The Landing for dinner on a Friday night at 530. And I don't know what was going on downtown, but you could not find a place to park.

Sal Maniaci-It's typical Friday now.

Carolyn Witt-It's the entertainment district.

John Borgmann-He mentions that in here about a parking strategy.

Sal Maniaci-So, the downtown specific goals and objectives were brought to the downtown board and they did endorse this draft and obviously prioritized some type of parking strategy. And they realized, too, before you ever get anything like that funded, you're going to have to have some type of third party strategy consultant brought in. So, yeah, that is definitely something that was brought up and that is something that the TIF district could pay for. We could work into the next budget.

John Borgmann-That's something that we have to think about, too. Where we go, where we go and what we do with that. So those are just some of the major points that I saw going through it that I want to make sure the commission is aware of everything.

Tom Holdmeier-How do you feel about the zoning changes and handling it, implementing it?

Sal Maniaci-The last Comprehensive Plan identified Fifth Street as a need to make it more pedestrian friendly. Had some recommended code changes that we did, but they didn't really have any teeth, like allowing people to build up to the street but not requiring it. This is actually setting. We always have setbacks that the minimum. Now this is setting actually a building line that is requiring it. And I think that's going to change a lot as you redevelop Fifth and Jefferson. So, it actually gives them some more actionable steps there. So, I'm definitely comfortable with the proposed code changes. I think they're doable to a degree. We even talked about it, talks about architectural guidelines and those much more specific code changes. I think we can take smaller bites at that. I don't think we're to the point where we can say we need to have architectural review guidelines downtown, but maybe we can start just like historic preservation, added backlit signs can no longer be in the downtown district. You can start adding things like that. I'm definitely happy with the draft we have now. I think it's doable. We're going to have to probably make some major changes. I mean, there's going to be overlays over overlays, which I know gets confusing. So, we'll probably have to just dissolve some overlay districts and draw new ones. But that's not a big deal. It's the time to do it. When you're having all these maps drawn up,

Rocco Gonzalez-I'm curious. It's my first Comprehensive Plan, but with the actual dashboard development, how exactly do we envision? I know I saw the different images and different examples because I think that's going to be really helpful. Based off of who I've been talking with, with my citizens just about how some awareness as we do those little bite sizes, understanding where we are and all the summoning goals I think will be super critical for how we are just transparent.

Sal Maniaci-That's a question I've had for them as well, because obviously when our contract is done with them, they're not going to be hosting our dashboard. And so it'll have to be something that we can work into our existing website, which we've brought up with IT. Shouldn't be a big deal. The reason it hasn't been drafted yet is that we are actually in the process of switching from WordPress to a different website. The city is getting an app and new website at once. It's under design right now. So yes, we'll have to figure out a way to add that dashboard on there, but it shouldn't be a big deal. But yeah, that was a big point when we interviewed different consultants, we didn't just want it to be a PDF. We wanted something where you could show the goals and objectives almost like they showed examples of other cities, other dashboards they had.

Rocco Gonzalez-And honestly, it would give me just as like a newer commissioner, just what direction of where we are going, where we've been. I think it just tell a good story.

John Borgmann-I thought it was good. If you look at the short term implementation action items, planning is really a lot of the primary implementers in this whole process. And I see us getting more involved in this document.

Sal Maniaci-So, we asked them to identify which department was responsible. It's a lot of planning and economic development, obviously, but yeah, I thought about that too. We may need some subcommittees to get some of these.

John Borgmann-That kind of leads to my next question is, is the city staff going to be able to handle the stuff that we as a commission feel we need to do out of this?

Sal Maniaci-Yes, I think so. We've been comfortable with know Darren and I have reviewed received prior to hiring Sarah. Like I said, we've been taking nibbles at a lot of this stuff. We're not going to overnight switch to form based code, which is kind of that architectural style and very strict zoning laws. But we can take a better approach to how we envision what Jefferson and Fifth Street is going to look like.

John Borgmann-I just want to make sure we've done this work. We've put a lot of time into it that we just don't fold it up and set it on a shelf, not look at it.

Sal Maniaci-Shortly after adoption, we'll have a lot of workshops on code changes. Sarah's already got a working document of code changes she's interested in, even not related to the comp plan. We'll have quite a bit to do. That's good. We had a light agenda that'll be focus our time on that.

Tom Holdmeier-That's where it's been the past. I mean we've had 47 widening forever. I bet that's 40 years and it's probably be 20 more at least.

Sal Maniaci-Well, and honestly, having it identified, a lot of these goals and objectives, I mean it's an adopted plan that you've got public input on. And if we're going to ask the voters to renew a transportation sales tax, a lot of these goals in there can't be done without that. So, it gives you some ammunition to help support that if you wish.

Chuck Watson-Now this is just a draft.

Sal Maniaci-Yes.

Chuck Watson-Okay. When you have your other documents, stuff like that, they're going to be more with where the links are more. If it's like your index and things like that. If you clicked on 1.4, is it going to automatically jump down to 1.4.

Sal Maniaci-It should because we've asked it to be even the PDF to be interactive.

Chuck Watson-That's what I'm wanting to make sure.

Sal Maniaci-That was part of what we asked for that final, have that dashboard that kind of lives online and then an interactive table of contents. Because as you know now, our existing one is just even, I think it's over 300 pages when you get all the newspaper clippings.

Tom Holdmeier-Any other questions? Comments?

Sal Maniaci-Continue to send me any comments because we have been compiling them, sending them periodically to our consultant. And like we said, I'll verify about that workshop, but we can send them kind of questions up front that we want to dive into at that workshop.

Rocco Gonzalez-Have we thought, I know we obviously have a consultant, but any type of. I don't know because I'm looking at the different goals. There are various nonprofits that are leading experts in the region of things like transportation, walkable freeways or things like that.

Have we looked at maybe other kind of nonprofit partners that whenever consulting is done, implementation has happening and then we actually can have more ongoing relationships?

Sal Maniaci-Well, I mean, the Chamber and Downtown are technically two nonprofits who are very involved in this. Some of the goals are identified as kind of their target, but other than that, we haven't necessarily identified. I think what we want to do, we didn't do a good enough job last time is having kind of regular updates of the comp plan you're supposed to do by state statute. We had our five year public hearing. We did do that, but supposed to be able make changes and adapt things as they go.

Rocco Gonzalez-I just feel like in general, with all the different connections we do have being close to St. Louis, we can talk offline, but I feel like there's a lot of cool opportunities with all the various schools we have where there are key organizations that solely do that work and then they could help us a little bit as well.

Tom Holdmeier-Like Greenway. And they have helped us in the past.

Rocco Gonzalez-That'd be great because I know their vice president. They're really good people.

Tom Holdmeier-Anything else?

Chuck Watson-So last Monday there was that Council meeting with the trash vendor. Okay, so the people that you've got recycling and you've got a trash can. Okay. So recycling is a 96 gallon container and if they supply trash bin that's another 96 gallon container. As we're getting lots smaller and houses smaller, is there going to be a need to sit there and require a certain minimum size for a garage? Because many of the new subdivisions are also having covenants that the trash cans need to be inside. And so it's like we're getting to a point that you can't put two cars in there and have a trash can. Have two trash cans along the side. They've got to pull a vehicle out to get a trash can out.

Sal Maniaci-And so fire code has a garage. Something to look into. I didn't know because of fire hazard.

Chuck Watson-We're getting to a point almost of a catch 22 for the people that we're supplying 96 gallon trash cans because it's easy for them to mechanically pick these things up. But at the same time, with the covenants that everybody's getting, that they're wanting trash cans inside, not visible from the street is the way it's worded. They're starting to get into a catch 22 about some of those things. Just a thought. I don't know if it's covered anything right now.

Sal Maniaci-Because when you're reviewing a building permit from the planning zoning side, you're just looking at the site plan.

Chuck Watson-Exactly. We're saying that we're physical lot size and you're going to build a house within whatever, setbacks and stuff like that.

Sal Maniaci-But it wouldn't be a change to Chapter 400 it would be a change to Chapter 500, which is the building code. So, I mean, I can bring it up with our building inspector too and see if he's had issues. Something we can keep an eye on. Making my allegation, I guess, to change.

Chuck Watson-Right. Like I said, we're starting to get to almost a catch 22 for some of these people and stuff.

John Borgmann-I've seen some of them build an outside fenced in area. Sure. Which looks nice from the street.

Chuck Watson-As long as they can't see it. And that's what, again, it's like in the subdivision next to us they're not wanting those either because they've got a standard fence that everybody is using the same type of fence. It's the metal fence that you can see through.

Tom Holdmeier-I think the public will drive that too. That they know they want to be able to get things in their garage. They're going to demand a bigger garage.

Sal Maniaci-I can bring it up at our next site plan meeting and see if our building department wants proposal code change.

Jeff Patke-Well, to your point, Chuck, if we continue to allow 6000 square foot lots, you can't put a house in the garage to fit two cars in the trash can in. And that's your catch. To your point. I don't want to be overreached as far as what size house and garage you have to build. No, but I understand your point.

Tom Holdmeier-Any other questions? Comments? Sal, do you have anything else?
Sal Maniaci-No.

Tom Holdmeier-I'll entertain one last motion then.

Chuck Watson-Motion to adjourn.

Carolyn Witt-Second.

Tom Holdmeier-All those in favor.

All-Aye

Tom Holdmeier-So moved.

Motion to adjourn the meeting at 7:35 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: April 8, 2024

Re: File #24-0401–Kaitlyn Bueke Short Term Rental Dwelling

Synopsis: The applicant is requesting approval Special Use Permit for a Short-Term Rental Dwelling located at 331 Olive 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-1B
West	Single Family	R-20

Analysis:

The applicant is requesting a special use permit to utilize 331 Olive Stret 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. The rear boundary of the lot is 60 feet from the nearest buffer boundary. This buffer belongs to 516 West Third Street. The home has a one car garage and a 50-foot driveway that can accommodate three car tandem parking with an additional 60 feet of on-street parking 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.

If approved, there will be a 150-foot buffer surrounding the lot in which no other properties may be allowed to operate as a short-term rental unless the owner of 331 Olive Street does not comply with the conditions of the permit.

Recommendation:

Staff recommend approval of the Special Use Permit to operate a Short-Term Rental Dwelling at 331 Olive Street.

Recommendation:

Staff recommend approval of the Special Use Permit to operate a Short-Term Rental Dwelling at 331 Olive Street.



#24-0401

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: 331 Olive Street, Washington MO 63090

Lot: N/A Subdivision: TRACTS PID# 10-5-22.0-2-099-134

Applicant Name: Kaitlyn Beuke Phone: 6366758559

Address of Applicant: 330 Olive Street, Washington MO 63090

Owner: Kaitlyn Beuke; Kaitlyn Randolph maiden name with County Phone: 6366758559

Owner's Address: 330 Olive Street, Washington MO 63090

Current Zoning: R-2 Overlay Proposed Zoning: Special Use STR

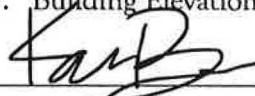
It is proposed that the property be put to the following use: Short term and vacation rental

Lot Size: Frontage 60/90 (feet) Depth 149/ 126 (feet) Number of Stories 1

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

March 12th, 2024

Date

Kaitlyn Beuke

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.

Olive street is located convenient to downtown and is an ideal locaiton for visitors to engage in local activities, events, and patron local businesses. This home is suitable for family visitors and would provide much in-demand short term rental space for

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.

According to the Airbnb website, there are no other full home vacaiton rentals in the general viscinity. There are single room rentals (American Bounty on Front Street) and an apartment style rental (Elbert house on 3rd), neither of which would

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

There are no planned events to be hosted on the proposed proerty, rather we propose use of the property as a short term rental to support visitors attending events hosted in the downtown area.

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

Olive Street intersects front street at the north end and Dubois on the south. Additional traffic volume is not expected as a result of property use as a short-term rental.

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

This is a single family home in a residential area close to downtown. There is not a expected increase in noise or activity related to the proposal.

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 additional hazards or excessive strain on public services or systems are expected.

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

The general appearance will not be impacted-- the property will be regularly maintained and tenants will park off street in the driveway or garage of the property.

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.

There will be no impact to lighting from the proposed use.

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 expected impact. The property will be regularly maintained and kept in clean and appealing condition.

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 expected impact to hard surface areas from the proposal.



April 8, 2024

Planning and Zoning Commission
405 Jefferson Street
Washington, MO 63090

RE: 1550 W. Main Street-Special Use Permit-RV Park

Dear Planning and Zoning Commission:

At the regular meeting of the City Council, held on Monday, February 12, 2024, the Council reviewed and recommended approval of an extension of the above-mentioned Special Use Permit. As stated in their email to the Planning Department, the owners, Gregg and Brittany Gross, were requesting an extension of the Special Use Permit because they have been delayed in their efforts to finish the project "due to doubled projected cost and financing".

They have recently submitted an amendment to their original proposal with changes to the type of hard surface material used for the driveway and parking pads. Instead of paving the interior with concrete, the owners want to use gravel, and keep the entrances as concrete with an addition of a trench drain on the Westlink Drive entrance. Otherwise, the original design will remain the same.

Sincerely,

A handwritten signature in black ink that reads "Sarah Skeen". The signature is written in a cursive, flowing style.

Sarah Skeen
City Planner/GIS Specialist

To: Planning and Zoning Commission

From: Planning and Engineering Department Staff

Date: April 8, 2024

Re: File #23-0202

Synopsis: The applicant is requesting approval of an amended Special Use Permit for a RV Park on property located at the corner of Westlink Drive and West Main Street

	Existing Land Use	Existing Zoning
North	Industrial Plants	M-2
South	Miller Post Nature Reserve	AG
East	Miller Post / Single Family	AG / R-1A
West	Industrial Plant	M-2

Analysis:

The Applicant has submitted an application for an amended Special Use Permit located at 1550 W Main Street, at the intersection of West Main Street and Westlink Drive. According to Section 400.205, City Council can approve, after review from Planning and Zoning Commission Special Uses.

According to this Section, "Special uses are those types of uses which tend to be problematic because they: (1) have a tendency to generate significant traffic volumes and/or turning movements; (2) have operational characteristics that may have a detrimental impact on adjacent or nearby properties; or (3) have other characteristics which may impact public health, safety, or welfare; but can be approved if such uses meet the criteria established herein. Special uses also include public and quasi-public uses affected with the public interest. In order to ensure that detrimental impacts are avoided or mitigated to a satisfactory level, special uses must be reviewed and may be approved in accordance with the provisions of this Article."

"In considering whether or not such application for a special use permit should be granted, it shall be the duty of the Commission and the Council to give consideration to the effect of

the requested use on the health, safety, morals and general welfare of the residents of the area in the vicinity of the property in question and the residents of the City generally. In considering the special use, the Commission and the Council may consider, among other factors, the following:

- 1. The compatibility of the proposal, in terms of both use and appearance, with the surrounding neighborhood.*
- 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.*
- 3. The frequency and duration of various indoor and outdoor activities and special events, and the impact of these activities on the surrounding area.*
- 4. The capacity of adjacent streets to handle increased traffic in terms of traffic volume, including hourly and daily levels.*
- 5. The added noise level created by activities associated with the proposed use.*
- 6. The requirements for public services where the demands of the proposed use are in excess of the individual demands of 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.*
- 7. Whether the general appearance of the neighborhood will be adversely affected by the location of the proposed use on the parcel.*
- 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.*
- 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.*
- 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 runoff and heat generation."*

Given the above criteria, staff has the following comments:

1. The proposed use, being adjacent to both industrial and recreational uses, appears compatible with the surrounding neighborhood. RV Parks require a special use permit in every zone district under City Code. The proposed location with access to recreational facilities, in close proximity of downtown, while still being on an industrial truck route makes this location much more ideal than others.
2. The proposed construction of 35 pads, a bath house, and a check in facility does not create a scenario that is more intensive than the surrounding industrial uses. In fact the development serves as a decent transition from industrial to residential uses.
3. The development will be required to adhere to noise and nuisance codes just as any other use with quiet hours after 10 p.m. The frequency of the proposed activities will not appear to impact the surrounding area. There is a 30 ft. buffer between the existing homes and the proposed development.
4. Staff does not believe that the proposed use will generate more traffic than any of the surrounding properties. West Main Street and Westlink Drive are both

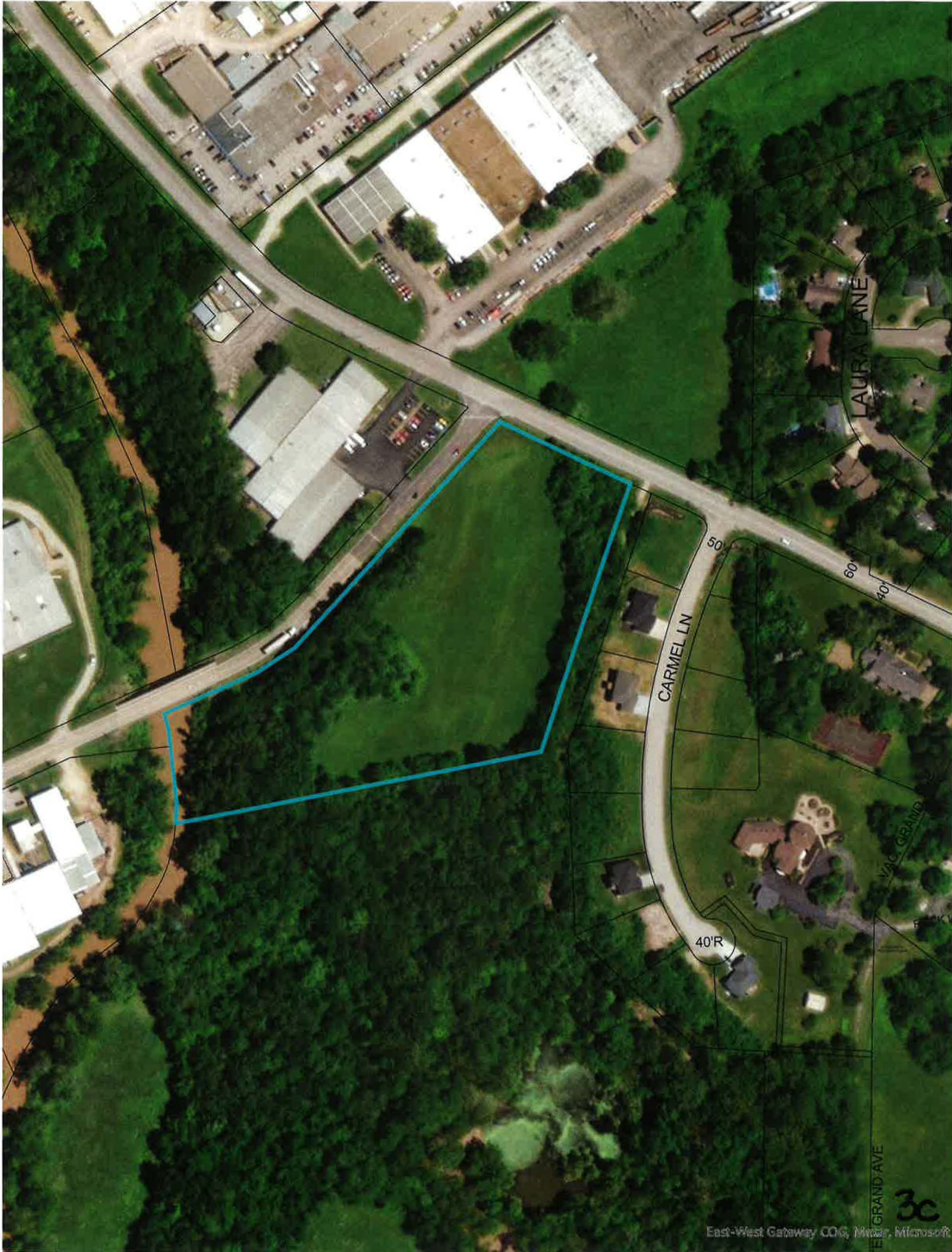
designated as industrial truck routes, allowing for the capacity for RVs. There are also two access points proposed, with the main one being on Westlink Drive.

5. The proposed use does not create a noise level we believe will be any more intrusive than an industrial use.
6. There is no reason to believe the proposed use will place a stress on public services in the area and the police and fire protection can accommodate the use.
7. With being between industrial, recreational, and residential uses, we believe this type of short-term lodging does not impact the appearance of the neighborhood.
8. There is no lighting proposed that will affect the neighborhood.
9. There is no proposed landscaping that will affect the neighborhood. Much of the landscaping is being proposed to maintain.
10. The site plan was reviewed by City Staff and the applicant is in discussions with our engineering staff for stormwater runoff plans. With access to the creek and river nearby, it should be a fairly straightforward system of retention. The amount of proposed hard surface is also less than would happen with industrial zoning in the area.

Given the above analysis, staff believes the proposed special use will not detrimentally affect the neighborhood.

Recommendation:

Staff recommends approval of the Special Use Permit to operate 1550 W Main Street as an RV Park



LAURA LANE

CARME LN

VAC GRAND

GRAND AVE



WEST MAIN ST

ROAD

WEST LING DR

CARWELL ST

HAZELWOOD DR

MAIN ST

OAKWOOD DRIVE

NORTH PARK DR

VETERANS DR.

FAIRBANKS ST

30

Maxar

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. Legal Description: Parcel: 10-5-160-0-020-068180

Please Print:
Street Address: Westlink Drive and West. Main St.

Lot: _____ Subdivision: Miller's Place PID# _____

Applicant Name: Gregg and Brittany Grass Phone: 636-667-0441

Address of Applicant: 15 Lexington Ln. Washington, MO 63090

Owner: Gregg and Brittany Grass Phone: 314-226-5867

Owner's Address: 15 Lexington Ln. Washington, MO 63090

Current Zoning: Agricultural Proposed Zoning: _____

It is proposed that the property be put to the following use: RV Park

Lot Size: Frontage 6.41 Acres (feet) Depth _____ (feet) Number of Stories N/A
(Lot Size: 279,612 sq. ft.)

Number of Units: 30-40 Number of Off-Street Parking Spaces: 13-14
Spaces

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)

Brittany Grass 1-23-23
Signature of Applicant Date

Brittany Grass
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.

This property does not touch any residential properties. It only touches the nature reserve.

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.

This property has sufficient space and size for proposed business.

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

This property is by a nature reserve and the city park. It is also next to industrial.

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

This property is on Westlink Drive which leads to industrial businesses.

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

Site is near industrial park, nature reserve open to the public and city park.

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.

Proposed business should not require any excess in demands of police or fire protection, or any fire hazards.

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

Property has trees surrounding site. Only the corner tip is open. Property faces the industrial park.

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.

Proposed business should not impact any adjacent properties with night 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.

Property is currently an open field with surrounding trees.

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.

This site can accommodate all needs for proposed business. Site is a gradually sloping site with water run-off to the creek. Noise level should not increase much due to being near industrial sites, nature reserve and city park.



April 8, 2024

Planning and Zoning Commission
405 Jefferson Street
Washington, MO 63090

RE: Two-Family Residence District (R-2) Code Changes

Dear Planning and Zoning Commission:

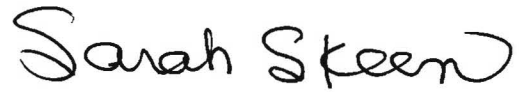
The purpose of the R-2 and R-2 Overlay District is to allow for development of two-family dwelling units as in-fill. The R-2 Overlay District, specifically, is designated in the older neighborhoods just outside of the downtown core; West of MacArthur Street, East of High Street, and North of 8th Street, where there are some vacant lots or lots with dilapidated homes needing re-investment.

Currently the code allows single family homes to be built on a 6,000 sq ft lot but only allows for two-family homes to be built on lots greater than 12,000 sq ft. In addition, lot coverage maximum is currently set at 35%, including accessory structures. The majority of lots in the R-2 Overlay District are under 12,000 sq ft and with the current code, would prevent two family dwellings to be built. In addition, the lot coverage maximum of 35% limits the footprint of the building and again, would prevent two family dwellings from being built as infill in town.

A survey of the current housing stock illuminates a disconnect between the current setback and lot size requirements and the setbacks of existing two-family homes on smaller lots. Most of the older homes are set back at 10 feet or less, whereas newer homes are set back at 25 feet. In an effort to bring the original character of the neighborhood back, the front yard setback should be 10 feet minimum. Bringing new development closer to the street, and ideally the sidewalk, will allow for the new development to be more in line with the walkable feel of the older neighborhoods.

The current restrictions defeat the purpose of the zoning district and prevents these neighborhoods from the much-needed investment from developers and current homeowners. Staff is recommending changes to the current R-2 Two-Family Residence District Code to allow for minimum lot sizes of 6,000 sqft for both single and two-family dwellings, reducing the setback from 25 feet to 10 feet, and eliminating the 35% maximum lot coverage.

Sincerely,

A handwritten signature in black ink that reads "Sarah Skeen". The letters are cursive and fluid, with a large initial 'S'.

Sarah Skeen
City Planner/GIS Specialist

Section 400.080. R-2 Two-Family Residence District. [R.O. 1992 § 400.080; Ord. No. 16-11557, 8-15-2016, effective 3-1-2017]

- A. Intent And Purpose. The purpose of the R-2 District is to protect and preserve areas of low, medium, and higher density single-family residential development in certain areas while allowing for development of two-family dwelling units as in-fill within other parts of areas of the City of Washington designated in this district on lots of not less than six thousand (6,000) ~~twelve thousand (12,000)~~ square feet. The regulations set forth in this Section or set forth elsewhere in this Chapter, when referred to in this Chapter, are the regulations in the R-2 Two-Family Residence District.
- B. Permitted Uses. The permitted uses in the R-2 Two-Family Residence District are those as provided for in Section 400.120 of this Article. In addition, the following use is permitted:
1. Single-family dwellings on property located in the R-2 Overlay District. The R-2 Overlay District only includes properties located north of Ninth Street excluding properties located on Hill Street, Alberta Street and West Seventh Street.
 2. Temporary real estate offices or sales offices subject to the provisions of Article IV, Section 400.165.
- C. Accessory Uses, Buildings, And Structures. A permitted accessory use is any use or structure which complies with the definition of "accessory use" contained in Article II, Definitions, and as further provided for in Article IV, Supplementary Regulations, Section 400.150. In addition, the following are permitted accessory uses:
1. Home occupations.
- D. Special Uses. Certain additional uses may be permitted in the R-2 Two-Family Residence District as provided for in Section 400.120 of this Article and subject to the provisions of Article V of this Chapter. Additional provisions apply to certain uses as listed below:
1. Single-family dwellings not located within the boundaries as identified in Section 400.080(B)(1). A map illustrating the affected changes is on file in the City offices.
 2. Mobile home parks are subject to the provisions of Article IV, Section 400.160.

3. Any use substantially similar to the special uses listed Section 400.120(D) in terms of the effect of the proposed use upon surrounding properties may be permitted, provided that in determining whether such proposed use is substantially similar to the expressed special uses, there shall be taken into consideration any objectionable characteristics of the proposed use, including, but not limited to, the emission of odor, dust, smoke, gas fumes, noise or vibration, as well as the criteria set out in Article IV, Section 400.195; provided further, however, that any such substantially similar special use shall be consistent in all other respects with the provisions of this Chapter.
4. Agricultural uses such as field crops, truck gardening; berry or bush crops; tree crops, flower gardening; orchards; aviaries and apiaries; grazing, breeding and raising of livestock; provided, that all buildings and enclosures for the feeding, breeding or milking, but not including pasturing and grazing of such animals are located not less than two hundred (200) feet from any lot line; including a greenhouse but not including a salesroom or roadside stand.

E. Parking Requirements.

1. Number Of Required Spaces. The regulations governing the number of required parking spaces with respect to various uses allowed within this zoning district are set out at Article VI of this Chapter.
2. Additional Parking Requirements.
 - a. Off-street parking for non-residential uses in residential districts must be approved by the special use procedure described in Article V of this Chapter.
 - b. The required parking spaces for residences shall be located in the side and rear yard and in the front yard on a driveway only.
 - c. All vehicles, except those defined in Subsection (C) of this Section, shall be permitted to park in this district. No vehicle may park in a front yard, except in a driveway providing access to a garage, carport or other permitted parking area for a dwelling. Vehicles may be parked anywhere in a side or rear yard. Driveways and parking areas shall be an improved surface of either asphalt or concrete.

d. The total number of vehicles, including allowed recreational vehicles on a premises, shall not exceed five (5) for any one (1) residential unit.

3. Parking of commercial vehicles are subject to the provisions of Article VI, Section 400.260 and parking for mobile homes are subject to the provisions as set forth in Article VI, Section 400.160.

F. Area Requirements.

1. Minimum depth of front yard: ~~twenty-five (25) feet~~. Ten (10) feet.

2. Minimum width of side yard: six (6) feet.

3. Minimum depth of rear yard: twenty-five (25) feet.

4. Minimum Lot Area:

Location	Proposed Occupancy	Square Footage
R-2 Overlay [as identified in Section 400.080(B)(1)]	Single-family dwelling	6,000
R-2	Single-family dwelling	10,000 6,000
R-2	2-family dwelling	12,000 6,000

5. Minimum width of lot: fifty (50) feet.

6. Yards, Generally.

a. Every part of a required yard shall be open to the sky, unobstructed except for accessory buildings in a rear yard, and except for the ordinary projections of sills, belt courses, cornices and ornamental features, roof overhangs, planter boxes and similar items, not to extend more than twelve (12) inches into any required yard.

b. There shall be no storage of household items, outdoor furniture or appliances, building materials, automotive or vehicle parts or of any material within a front yard or in front of the main building.

c. In the event that a lot is to be occupied by a group of two (2) or more related buildings to be used for non-residential purposes, there may be more than one (1) main building on the lot; provided, however, that open

space between buildings that are parallel, or within forty-five degrees (45°) of being parallel, shall have a minimum distance between buildings of thirty (30) feet for one-story buildings, forty (40) feet for two-story buildings, and fifty (50) feet for three-story buildings.

7. Where a lot of record on the date of the passage of the ordinance (July 18, 1988) adopting these regulations has less area or width than required within this zoning classification, the lot may be utilized according to the provisions applicable to this district, provided that the requirements concerning minimum depth of front yard, minimum width of side yard and minimum depth of rear yard are met.
8. ~~Lot Coverage. The maximum lot coverage shall not exceed thirty-five percent (35%), including accessory structures.~~

G. Height Requirements.

1. The maximum building height is thirty-five (35) feet or two and one-half (2 1/2) stories.
2. Single-family and two-family dwellings may be increased in height by not more than ten (10) feet when the side and rear yards are increased over the yard requirements of this district by not less than ten (10) feet, but they shall not exceed three (3) stories in height.

H. Location And Orientation Of Dwelling Requirements.

1. Prior to the issuance of a building permit for construction, plans shall be approved by the City of Washington.
2. In addition to all other requirements for plan approval, the site plan and elevation/construction plan shall show the following:
 - a. Location of existing dwelling(s) and other structures on the lot(s); and
 - b. Orientation of building to site, street and surroundings.
3. Where the dwellings and structures are proposed to be constructed on a corner lot, construction plans shall not be approved and no building permits shall be issued until the City designates the permitted orientation of all dwellings and structures on the lot; provided, however, that prior to issuing a building permit, the City shall inspect the lot site and view the dwellings and structures in the surrounding area.

Implementation Plan

7.3. Short-Term Implementation Action Items

Short-term implementation action items are the strategies from the Implementation Matrix that have been identified for completion within a zero (0) to three (3) year timeframe. In this section, each short-term implementation strategy is presented according to the City of Washington department that will have primary responsibility for completion. Where necessary, sub-tasks are provided for strategies that should be completed in multiple parts, and the primary implementor and partner(s) are indicated for each sub-task.

Finally, each strategy and—as applicable—sub-task, has an indicated timeframe for implementation, measured in months or years from the adoption of the Comprehensive Plan.

It is recommended that the short-term implementation action items be utilized by each City department with implementation responsibility to establish annual department budgets and work plan priorities for at least the next three (3) years.

Short-Term Implementation Action Items

Action Item / Sub-Tasks	Primary Implementor (City Department)	Implementation Partner / Partners	Implementation Timeframe (From Date of Plan Adoption)
-------------------------	---------------------------------------	-----------------------------------	---

Economic Development Department Priorities

<p>1.1: Enhance Downtown with more dining, shopping, and lodging to support residents, tourists, and regional day-trippers.</p> <p>SUB-TASKS:</p> <p>1.1.1: Update the City of Washington's Zoning Code, as described in Early Action Item 7.1.2.</p> <p>1.1.2: Develop a Downtown Master Plan and 5th Street Master Plan and Comprehensive Parking Strategy, as described in Early Action Item 7.1.4.</p> <p>1.1.3: Develop Downtown Form-Based Code and 5th Street Form Based Code, as described in Early Action Item 7.1.4.</p> <p>1.1.4: Develop and update a tenenting and business retention and attraction plan specific to Downtown.</p> <p>1.1.5: Continue to market Downtown in conjunction with Missouri Main Street Coalition, Missouri Weinstrasse, AMTRAK, and other resources.</p>	<p>Economic Development</p> <p>Planning</p> <p>Planning</p> <p>Planning</p> <p>Economic Development</p> <p>Economic Development</p>	<p>Planning Downtown Washington Inc. Division of Tourism</p> <p>Economic Development</p> <p>Economic Development</p> <p>Economic Development</p> <p>Downtown Washington Inc.</p> <p>Downtown Washington Inc. Division of Tourism</p>	<p>Ongoing</p> <p>1 year</p> <p>18 months</p> <p>3 years</p> <p>Ongoing</p> <p>Ongoing</p>
<p>1.4: Establish an annual calendar of community events in Washington (weekly concert series, expanded seasonal events, etc.).</p>	<p>Economic Development</p>	<p>Chamber of Commerce Parks and Recreation Planning</p>	<p>Ongoing</p>
<p>1.5: Continue to market quality of life in promotional materials to site selectors, industries, and future workforce.</p>	<p>Economic Development</p>	<p>(n/a)</p>	<p>Ongoing</p>
<p>1.6: Create a public relations and marketing program designed to attract private investors and development talent committed both to realizing the strategic plan and, conversely, to resist public and private actions and investments that are not compatible with the plan.</p>	<p>Economic Development</p>	<p>Chamber of Commerce</p>	<p>1 year</p>
<p>2.1: Continue the City's annual business retention and expansion program, with a focus on maintaining and supporting existing industrial development.</p>	<p>Economic Development</p>	<p>(n/a)</p>	<p>Ongoing</p>
<p>2.2: Continue collaboration with the Missouri Partnership and Greater St. Louis Inc. to market Washington to new and existing businesses; the City's residents; the resident workforce; and members of the workforce who do not live in Washington.</p>	<p>Economic Development</p>	<p>(n/a)</p>	<p>Ongoing</p>
<p>2.3: Maintain and routinely update relevant data and maps to be consistently prepared and available for inquires and marketing campaigns to attract new businesses and employees.</p>	<p>Economic Development</p>	<p>(n/a); planning</p>	<p>Ongoing</p>

Implementation Plan

Short-Term Implementation Action Items

Action Item / Sub-Tasks	Primary Implementor (City Department)	Implementation Partner / Partners	Implementation Timeframe (From Date of Plan Adoption)
Economic Development Department Priorities (continued)			
2.4: Target industrial clusters for additional employer and workforce expansion focused on Washington's strengths and needs toward a goal of economic diversity and resilience to recessions.	Economic Development	(n/a)	Ongoing
2.5: Partner with one or more technical schools to establish a high-tech, emerging market training and educational school in Washington.	Economic Development	Chamber of Commerce Downtown Washington Inc. Identified Technical School(s) Washington School District	18 months
SUB-TASKS:			
2.5.1: Continue existing and commence new discussions with potential technical college partners, as described in Early Action Item 7.1.3.	Economic Development	Chamber of Commerce Washington School District	Ongoing
2.5.2: Identify one (1) or more technical college partners and execute the partnership agreement(s), as described in Early Action Item 7.1.3.	Economic Development	Identified Technical School(s) Washington School District	6 months
2.5.3: Establish a temporary location in an existing program space in Washington, as described in Early Action Item 7.1.3.	Economic Development	Chamber of Commerce Downtown Washington Inc. Identified Technical School(s) Washington School District	18 months
2.5.4: Establish a permanent location in a new or purpose-renovated facility in Washington, as described in Early Action Item 7.1.3.	Economic Development	Chamber of Commerce Downtown Washington Inc. Identified Technical School(s) Washington School District	5 years
2.6: Continue participation in and sponsorship of Connect Washington, the collaboration with Washington's educational network to ensure students have broad opportunities to explore their career passions and interests through experiences in the city's businesses and industries prior to graduating.	Economic Development	Chamber of Commerce Washington School District	Ongoing
2.8: Grow new mixed-use high-tech, innovation, advanced manufacturing industries, and incubator space with a new zoning overlay district.	Economic Development	Planning	1 year
SUB-TASKS:			
2.8.1: Update the City of Washington's Zoning Code, as described in Early Action Item 7.1.2.	Planning	Economic Development	1 year
2.8.2: Actively market Washington's mixed-use high-tech, innovation, and advances manufacturing opportunities to businesses and professional organizations.	Planning	Economic Development	1 year
2.10: Identify future land use and support continued growth and revitalization for retail, office, and mixed-use developments.	Economic Development	Planning	2 years

Implementation Plan

Short-Term Implementation Action Items

Action Item / Sub-Tasks	Primary Implementor (City Department)	Implementation Partner / Partners	Implementation Timeframe (From Date of Plan Adoption)
-------------------------	---------------------------------------	-----------------------------------	---

Economic Development Department Priorities (continued)

2.11: Take the economic development strategies "on the road" to demonstrate that Washington is at the forefront of economic growth and innovation and assure that Washington is "top-of-mind" among relevant leader organizations.	Economic Development	Chamber of Commerce	6 months
4.2: Facilitate the creation of new entry-level and workforce housing through zoning regulations; consider the use of incentives for workforce housing development. SUB-TASKS:	Economic Development	Planning	2 years
4.2.1: Update the City of Washington's Zoning Code, as described in Early Action Item 7.1.2.	Planning	Economic Development	1 year
4.2.2: Market workforce housing opportunities to local and regional homebuilders	Economic Development	(n/a)	6 months
4.2.3: Study the feasibility of, revenue sources, and regulatory processes for affordable and workforce housing incentives.	Economic Development	(n/a)	2 years
4.3: Define and maintain a sustainable balance of owner-occupied and rental housing, including short-term rentals, throughout the City of Washington. SUB-TASKS:	Economic Development	Planning	2 years
4.3.1: Update the City of Washington's Zoning Code, as described in Early Action Item 7.1.2.	Planning	Economic Development	1 year
4.3.2: Define the desired balance of owner-occupied and rental housing, and specify preferred geographical locations for each.	Economic Development	Planning	1 year
4.3.3: Work with City Council and the Planning & Zoning Commission to build consensus around decision-making and approvals.	Economic Development	Planning	2 years
4.4: Continue high-quality, infill housing and housing redevelopment in underutilized areas in and immediately surrounding Downtown Washington.	Economic Development	Planning	Ongoing
4.5: Facilitate the preservation, enhancement, definition, and identity of Washington's existing residential neighborhoods. SUB-TASKS:	Economic Development	Planning Engineering	3 years
4.5.1: Update the City of Washington's Zoning Code, as described in Early Action Item 7.1.2.	Planning	Economic Development	1 year
4.5.2: Incorporate the recommendations of the Streets and Roads Plan; Parks, Trails, and Open Space Plan; and Bicycle and Pedestrian Plan into Washington's Capital Improvement Plan(s).	Economic Development	Engineering	1 year 2 years 3 years

Implementation Plan

Short-Term Implementation Action Items

Action Item / Sub-Tasks	Primary Implementor (City Department)	Implementation Partner / Partners	Implementation Timeframe (From Date of Plan Adoption)
-------------------------	---------------------------------------	-----------------------------------	---

Economic Development Department Priorities (continued)

4.6: Facilitate the construction of new senior housing in Washington.	Economic Development	Planning	2 years
SUB-TASKS:			
4.6.1: Update the City of Washington's Zoning Code, as described in Early Action Item 7.1.2.	Planning	Economic Development	1 year
4.6.2: Specify preferred geographical locations and/or identify preferred development sites.	Economic Development	Planning	1 year
4.6.3: Market senior housing opportunities to local and regional homebuilders and/or issue project Requests for Proposals.	Economic Development	Planning	2 years
6.12: Promote the use and implementation of renewable energy and resources within the City.	Economic Development	Planning	2 years

Planning Department Priorities

3.2: Redevelop 5th street into a pedestrian-friendly multi-use corridor that serves as the new entrance into Downtown.	Planning	Economic Development Engineering	9 years
SUB-TASKS:			
3.2.1: Develop a Downtown Master Plan and 5th Street Master Plan and Comprehensive Parking Strategy, as described in Early Action Item 7.1.4.	Planning	Economic Development	18 months
3.2.2: Develop Downtown Form-Based Code and 5th Street Form Based Code, as described in Early Action Item 7.1.4.	Planning	Economic Development	3 years
3.2.3: Incorporate the recommendations of the Streets and Roads Plan into Washington's Capital Improvement Plan(s).	Engineering	Economic Development	6 years 7 years 8 years 9 years
3.4: Develop a comprehensive Downtown parking strategy to provide shared parking facilities in strategic locations.	Planning	Economic Development Downtown Washington Inc.	18 months
4.1: Continue the development of high-end residential housing and subdivisions.	Planning	(n/a)	Ongoing
5.1: Improve the aesthetic and wayfinding of major roads within Washington.	Planning	Engineering Chamber of Commerce	3 years
SUB-TASKS:			
5.1.1: Incorporate the recommendations of the Streets and Roads Plan into Washington's Capital Improvement Plan(s).	Planning	Engineering	1 year 2 years 3 years
5.1.2: Develop an updated, City-wide signage and wayfinding strategy.	Engineering	Chamber of Commerce	2 years

Short-Term Implementation Action Items

Action Item / Sub-Tasks	Primary Implementor (City Department)	Implementation Partner / Partners	Implementation Timeframe (From Date of Plan Adoption)
-------------------------	---------------------------------------	-----------------------------------	---

Parks and Recreation Department Priorities

6.6: Expand recreational programming for youth. SUB-TASKS:	Parks and Recreation	<i>Partners to be Identified</i>	1 year
6.6.1: Identify and pursue strategic partnerships with Four Rivers YMCA, School District of Washington, N-Sports, and private schools.	Parks and Recreation	<i>Partners to be Identified</i>	1 year
6.11: Work with the Urban Forestry Council to plan for ecosystem health along major rivers and creeks in Washington by actively cleaning creeks of debris, maintaining and protecting native landscapes, and enforcing the riparian buffer zone to reduce the impact of flooding in the City.	Parks and Recreation	Urban Forestry Council Washington in Bloom	3 years 4 years 5 years 6 years 7 years

Engineering Department Priorities

5.2: Add designated bicycle and pedestrian facilities—including sidewalks, bike lanes, shared lanes, and side paths—on main roads to allow safer travel to work, shopping areas, schools, and other community amenities.	Engineering	Planning	3 years
5.3: Expand infrastructure in future development areas to attract new businesses and residential development, including outside current City limits. SUB-TASKS:	Engineering	Economic Development Planning MODOT	1 year 2 years 3 years
5.3.1: Update the city infrastructure plan to coordinate with the land use projections of the Comprehensive Plan Update; coordinate with funded and/or planned MODOT road improvements.	Engineering	Economic Development Planning MODOT	1 year
5.3.2: Prioritize infrastructure projects and update the Capital Improvement Plan as necessary for the next three (3) years.	Engineering	Economic Development Planning	1 year 2 years 3 years
5.5: Coordinate with MoDOT to expand MO Highway 47 to four (4) lanes south of Steutermann Road / Bieker Road to Union and St. Clair, Missouri. SUB-TASKS:	Engineering	Economic Development MODOT	1 year 2 years 3 years
5.5.1: Complete "Phase 1" of the East-West Parkway, as described in Early Action Item 7.1.1	Engineering	Economic Development	1 year 2 years 3 years 4 years 5 years
5.10: Work with utility and telecom providers to enhance the availability, reliability, and performance of electric and broadband internet service.	Engineering	Economic Development	1 year 2 years 3 years
6.2: Achieve MS4 stormwater compliance requirements and facilitate opportunities to enhance Washington's natural areas through stormwater improvements.	Engineering	(n/a)	1 year

Implementation Plan

Short-Term Implementation Action Items

Action Item / Sub-Tasks	Primary Implementor (City Department)	Implementation Partner / Partners	Implementation Timeframe (From Date of Plan Adoption)
-------------------------	---------------------------------------	-----------------------------------	---

Administration Department Priorities

5.13: Renew the transportation sales tax and commit funding to road construction, specifically the planned improvements to Highway 100. SUB-TASKS:	Administration	Engineering Economic Development Planning MODOT	1 year
5.13.1: Develop a preliminary capital improvement plan to expand MO Highway 100 to four (4) lanes from High Street west to Vossbrink Drive.	Engineering	Economic Development Planning MODOT	6 months
6.7: Consider the establishment of an economic development tax and dedicate an allocation of revenue for ongoing parks improvement and maintenance.	Administration	Economic Development Parks and Recreation Planning	1 year
7.1: Develop a new fiscal plan for the funding and implementation of Comprehensive Plan goals. SUB-TASKS:	Administration	(n/a)	1 year
7.1.1: Establish an Outcome Reporting System, as described in Early Action Item 7.1.1	Administration	Economic Development	6 months

Division of Tourism Priorities

5.8: Work with Amtrak to maintain two (2) daily round-trips routes between St. Louis and Kansas City through Washington.	Division of Tourism	Economic Development Chamber of Commerce AMTRAK	1 year
--	---------------------	---	--------

Fire Department Priorities

5.11: Study and consider the construction of one (1) or two (2) new fire stations, either east of City limits at Highway 100 and St. John's Road, and/or south of City limits on Highway A.	Fire Department	Planning	1 year
---	-----------------	----------	--------

Emergency Management Department Priorities

6.9: Periodically review and update the City emergency management and hazard mitigation plan and procedures to deal with the impact of natural disasters such as flooding, drought, extreme heat, and wind and account for changing conditions in climate, intensity, risk, and impact.	Emergency Management	Planning Engineering	1 year 3 years 5 years 7 years 9 years
6.10: Encourage pervious surface coverage, green infrastructure, and robust landscaping in commercial and residential districts to provide shade and address stormwater runoff to minimize the impact of extreme weather to public and private property in the city and reduce the urban heat island.	Emergency Management	Planning Engineering	1 year 2 years 3 years

Figure 5.0 Future Land Use Plan

City of Washington Map Key




















-  Existing Municipal Boundary
-  Proposed Annexation Boundaries
-  Type I – Residential – Countryside (R-C)
-  Type I – Residential – Countryside (R-C) Annex
-  Type II – Residential – Suburban (R-S)
-  Preferred Locations for Multi-Family Housing
-  Type III – Downtown Mixed-Use Neighborhood (DT-MU)
-  Type IV – Neighborhood Mixed-Use District (N-MU)
-  Type V – General Mixed-Use District (G-MU)
-  Type V – General Mixed-Use District (G-MU) Annex
-  Type VI – Downtown District (DT)
-  Type VII – Civic / Institutional District (CV)
-  Type VIII – Industrial / Manufacturing District (IM)
-  Type VIII – Industrial / Manufacturing District (IM) Annex
-  Type IX – Airport District
-  Type IX – Airport District Annex
-  Type X – Mixed-Use Innovation Overlay (MUID)
-  Type XI – Riparian / Conservation Areas
-  Type XII – Parks & Recreation Areas

Figure 6.1.1 Streets and Roads Plan

City of Washington Map Key













-  Creeks & Streams
-  Water Bodies
-  Existing Municipal Boundary
-  Proposed Annexation Boundaries
-  Highway 100 Improvements
-  Highway 47 Improvements
-  5th Street / Jefferson Street Improvements
-  Old Highway 100 Improvements
-  South Point Road Improvements
-  New Street Connections
-  East-West Parkway
-  Highway A Improvements

Figure 6.2 Parks, Trails & Open Space Plan

City of Washington Map Key




























-  Creeks & Streams
-  Water Bodies
-  Existing Municipal Boundary
-  Proposed Annexation Boundaries
-  Highway 100 Improvements
-  Highway 47 Improvements
-  5th Street / Jefferson Street Improvements
-  Old Highway 100 Improvements
-  South Point Road Improvements
-  New Street Connections
-  East-West Parkway
-  Highway A Improvements

Figure 6.3 Bicycle and Pedestrian Plan

City of Washington Map Key

-  Creeks & Streams
-  Water Bodies
-  Existing Municipal Boundary
-  Proposed Annexation Boundaries
-  Civic / Institutional Properties
-  Parks
-  Conservation Overlays
-  Roads
-  Existing Greenways
-  Proposed Greenways
-  Designated Bike Lanes
-  Side Path
-  Bike Boulevards
-  Shared Lanes
-  Bike Shoulders