

**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