MINUTES

PLANNING AND ZONING COMMISSION MEETING

COLUMBIA CITY HALL COUNCIL CHAMBER

701 EAST BROADWAY, COLUMBIA, MO

MAY 24, 2018

COMMISSIONERS PRESENT

COMMISSIONERS ABSENT

Mr. Rusty Strodtman Mr. Anthony Stanton

Ms. Sara Loe Ms. Tootie Burns

Ms. Lee Russell

Ms. Joy Rushing

Mr. Brian Toohey

Mr. Dan Harder

Mr. Michael MacMann

I) CALL TO ORDER

MS. LOE: I'm going to call the May 24, 2018, Planning and Zoning meeting to order.

Ms. Burns, may we have a roll call, please.

MS. BURNS: Yes. We have seven; we have a quorum.

MS. LOE: Thank you, Ms. Burns.

II) APPROVAL OF AGENDA

MS. LOE: Mr. Zenner, are there any adjustments or additions to the agenda?

MR. ZENNER: No, there are not, ma'am.

MS. LOE: Thank you. Can I get a thumbs up on the agenda?

(Unanimous vote for approval.)

MS. LOE: Thank you.

III) APPROVAL OF MINUTES

MS. LOE: Everyone should have received a copy of the May 10 meeting minutes in advance. Are there any comments, corrections, or changes to the minutes? Can I get a thumbs-up approval of the minutes?

(Unanimous vote for approval.)

MS. LOE: Thank you.

IV) TABLING REQUESTS

MS. LOE: All right. We have several tabling requests in front of us this evening. So, we're going to move into those.

Case No. 18-85

A request by Engineering Surveys & Services (agent) on behalf of Central Bank of Boone County to vacate alley right-of-way generally located between 203 East Walnut Street and 115 North Providence, and designated as an alley on the M-DT Regulating Plan of the UDC. (A

request to table this item to the June 7, 2018 Planning Commission meeting has been received. This is the applicant's second tabling request.)

MS. LOE: May we get a staff report, please?

MR. ZENNER: Yes, you may, Ms. Loe. This is an item that we had tabled at our last Planning Commission meeting intending that we would have had a resolution to an outstanding staff comment that had been submitted late. In response to that outstanding staff comment came another comment that the applicant wanted to have an opportunity to discuss with our solid waste utility in regards to turning radii that's being required with the corresponding case to this, which is 18-86. As a result of the delay in being able to schedule a meeting with our utility folks, they were -- they are requesting an additional tabling -- this is their second tabling request -- to complete the meeting with our utility provider as well as to potentially amend the easement documents that have -- that will be being submitted in conjunction with the following case, which is 18-86. We are supporting the tabling request here to allow for the staff and the applicant to continue to work through some outstanding issues.

MS. LOE: Are there any questions for staff on this request? Mr. MacMann?

MR. MACMANN: I think I'm going to answering it by reading more carefully, so, thank you, no.

MS. LOE: All right. Would we have public comment on the tabling request?

MR. ZENNER: No. This is a tabling -- this is a request to table, so there is no public comment.

MS. LOE: Okay.

MR. ZENNER: Commission can take a vote.

MS. LOE: All right. So, motion?

MS. BURNS: I move to table Case No. 18-85.

MS. RUSSELL: To June 7th; do you want to add that?

MS. BURNS: To June 7, 2018.

MS. RUSSELL: Second.

MS. LOE: Thank you. Mr. MacMann?

MR. MACMANN: Go ahead and say what you're going to say.

MS. LOE: No.

MR. MACMANN: Okay. I have -- when we're there, before we vote, I have a question for staff.

MS. LOE: I think we're there. Is there any discussion on this motion?

MS. RUSSELL: Yeah.

MR. MACMANN: That's where I wanted to be. Mr. Zenner, is June 7th going to be enough time?

MR. ZENNER: That is the request that the applicant has made. It is my understanding when the request was presented, I was told that if they aren't able to resolve their differences at that point, they will either choose to withdraw or they will proceed forward with the design as it has been prepared, knowing that there may be disagreement amongst the City staff with that proposed solution.

MR. MACMANN: All right. It's their money. Thank you.

MS. LOE: Any additional questions? All right. We have a motion and a second. Ms. Burns, may we have a roll call, please?

MS. BURNS: Yes.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. LOE: Thank you. Recommendation for tabling will be forwarded.

Case No. 18-86

A request by Engineering Surveys & Services (agent) on behalf of Central Bank of Boone County for the dedication of a street easement for a new alley on Lots 311 and 312 in the Original Town of Columbia, and generally located on the south side of Ash Street, approximately 130 feet west of Providence Road. The dedication is located within the M-DT Regulating Plan area of the UDC. (A request to table this item to the June 7, 2018, Planning Commission meeting has been received. This is the applicant's second tabling request.)

MS. LOE: May we have a staff report, please?

MR. ZENNER: Yes. Again, I apologize. I had corrected the case number on this on the slide and it showed up not corrected. So this is 18-86. This is the corresponding case to the alley vacation that was in 18-85. As I have stated previously, this case or this particular action is required in order to complete the proposed revisions to the M-DT Regulating Plan by the new dedication of a replacement alley for the proposed alley to be removed. Again, we are working with our utility staff and the applicant are trying to resolve some outstanding issues as it relates to easement width and design. They're trying to negotiate a solution and they are requesting the additional time in order to complete that meeting. The applicant would like to pursue either moving forward with the application as it has been submitted with their proposed easement if they are unable to resolve the differences with our utility department, and the June 7th meeting is the chosen date that they would like to work toward having that occur at. We are recommending approval of the action to table to the 7th.

MR. LOE: Thank you, Mr. Zenner. Any questions for staff? Any comments by -- Ms. Russell?

MS. RUSSELL: In the case of 18-86, I move to table this request until June 7th, 2018 meeting.

MS. LOE: Is there a second?

MR. TOOHEY: I'll second.

MS. LOE: Mr. Toohey seconds. Any discussion on this motion? Seeing none, Ms. Burns, may we have a vote.

MS. BURNS: Yes.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. LOE: Thank you. Recommendation for tabling will be forwarded.

Case No. 18-104

A request by Brush & Associates (agent) on behalf of James Harris (owner) to rezone a 0.61-acre parcel of property from PD (Planned District) to A (Agricultural District). The subject site is located south of St. Charles Road and approximately 700 feet east of Dorado Drive and is a portion of the former Terebinths PUD. The owner intends to combine the subject parcel with an adjourning ten-acre tract to the south, subject to the annexation into the City for use as a large single-family residence and farm. (The applicant is requesting that this item be tabled to the June 7, 2018, Planning Commission meeting.)

MS. LOE: May we have a staff report, please?

MR. ZENNER: Yes, you may, Ms. Chairman. This is associated with the next case, which is proposed to be tabled, as well, which 18-105, which is the corresponding annexation immediately to the south of the subject tract. Due to errant information that was provided to us by the applicant in relationship to the zoning of the annexation parcel and publication of that errant information, the applicant has sought to request tabling of this rezoning, which was properly advertised from PUD -- or PD to A so it can be heard in connection with the annexation and permanent zoning request to the south of it which is the subject of Case 18-105. Staff is supporting the request to table this item to the June 7th agenda. We have properly advertised the proposed permanent zoning and annexation of the ten-acre tract, which is currently zoned R-S in the county and is proposed to be zoned A inside the City. That advertising does meet the advertising requirements and would allow us then to move the two projects together. So June 7th is what we are supporting for a tabling request on this case, 18-104.

MS. LOE: Thank you, Mr. Zenner. Any questions for staff? Mr. MacMann?

MR. MACMANN: I have a motion. In the matter of Case 18-104, Terebinths Subdivision, a tabling, I move that we table until date certain 7 June, 2018.

MS. RUSSELL: Second.

MS. LOE: Thank you. Second by Ms. Russell. Any discussion on that motion? No. Ms. Burns, may we have a vote?

MS. BURNS: Yes.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. LOE: Thank you. Again, that recommendation for tabling will be forwarded. And that brings us to our last tabling.

Case No. 18-105

A request by Brush & Associates (agent) on behalf of James Harris (owner), seeking annexation of ten-acre property just south of St. Charles Road and approximately 700 feet east of Dorado Drive. The applicant is seeking annexation in order to connect to City sewer services, and intends to combine this parcel with the adjacent lot to the north to create one single-family

home/farm lot. The parcel is currently zoned Boone County R-S, and is seeking City of Columbia A (Agricultural District) zoning upon annexation. (The Applicant has requested that this item be tabled to the June 7, 2018, Planning Commission meeting.)

MS. LOE: May we have a staff report, please?

MR. ZENNER: Yes, you may. I sound like a broken record today. This is the subject parcel that is associated with Case No. 18-104, which is immediately to the north. Requested tabling is due to a advertising error and the necessity to ensure that the appropriate advertising for the requested permanent zoning is properly processed. That ad has been placed. The error occurred due to misinformation provided by the applicant. The request to table to the June 7th will allow for the appropriate 15 days' worth of notice and will also allow for 18-104 to be concurrently heard at the same time on the same agenda. We are recommending support of the June 7th tabling.

MS. LOE: Thank you, Mr. Zenner. Mr. MacMann?

MR. MACMANN: If there is no discussion, I have a motion.

MS. LOE: Any discussion? Seeing none, Mr. MacMann.

MR. MACMANN: In the case of 18-105, Harris annexation, I move to table to date certain to 7 June, 2018.

MS. LOE: Thank you for that motion. Any second?

MS. RUSSELL: Second.

MS. LOE: Ms. Russell seconds that. Any discussion on that motion? Seeing none. May we have a vote, please, Ms. Burns?

MS. BURNS: Yes.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. LOE: Okay. We've made it through the tabling. Do we need a break?

MR. MACMANN: I move for a 15-minute break.

V) SUBDIVISIONS

Case No. 18-102

A request by A Civil Group (agent) on behalf of McGary Properties, LLC, and the McGary Family Trust, for approval of a three-lot final minor plat to be known as McGary Subdivision, Plat 3. The 5.1-acre subject property is zoned A (Agriculture) and addressed 4217, 4301, and 4305 St. Charles Road. A design adjustment from Section 29-5.1(f)(1)(v) of the Unified Development Code to allow the platting of a tier lot with a stem less than thirty (30) feet in width in the A District is requested.

MS. LOE: Before I ask staff for their report, I'd like to ask any Commissioner who has had any ex parte prior to this meeting related to Case 18-102, to please disclose that now so all Commissioners have the same information to consider on behalf of this case in front of us. Seeing none. May we have

a staff report, please?

Staff report was given by Ms. Rachel Bacon of the Planning and Development Department.

Staff's recommendation: The proposed plat has been reviewed by staff and is found to comply with the provisions of the UDC with the exception of the requested design adjustment. Staff supports the design adjustment and subsequent approval of the plat. Staff proposes the following motions for approval of this request:

- 1. Approval of the design adjustment to Section 25-5.1(f)(1)(v), to permit creation of a stem lot with less than 30 feet of stem width in the A district, and
 - 2. Approval of the McGary Subdivision Plat 3.

MS. LOE: Thank you for the report. Are there any questions for staff? Seeing none. This is -- even though this is not part of our public hearing portion of the meeting, if there is anyone that would like to come forward and offer some information on this matter, we would welcome that. Please give us your name and address for the record.

MR. MURPHY: Commissioners, my name is Kevin Murphy; I'm with A Civil Group, offices at 3401 Broadway Business Park Court. We -- I'm here on behalf of the McGary family in two different capacities that owns these properties. Basically, they want to codify to make these lots of legal status so either they or their heirs, if they decide to sell these in the future, they are legal lots for, you know, the future owners to be able to make improvements on, and then not have to go through this process in the future and delay potential additions or other building permit items on these lots. It addressed these lots are basically the way they sit. Again, as pointed out by staff, the rear lot line of Lot 1 is adjusted, a minor adjustment to it. But as they said, these lots could be sold as they are. Again, the McGarys are spending the money to bring these into legal lot status and with that dedicating additional right-of-way along St. Charles Road and utility easements, as well. I guess that's all I have. If you have any questions, I'd be happy to answer them.

MS. LOE: Any questions? Mr. MacMann?

MR. MACMANN: Just a follow up on the design -- excuse me -- a follow up on the design adjustment. The lack of willingness to go -- to expand the stem to 30 feet was because it encroaches on lot -- on the lower-left lot, Lot No. 3; is that -- I'm trying to understand why we need to keep it so narrow.

MR. MURPHY: Yes. That was a portion of it. There is one single drive that accesses the three houses to the rear that kind of snakes through there. These are, again, following the existing lots as they are. As staff pointed out, the reason for that extra width is for larger vehicles that are not going to be present on these properties. It encroaches on an easement and further into that Lot 3, as well. I think there might be -- again, there would -- it would make it an additional nonconformity, I believe, as far as side yard setbacks. There are already some nonconformities as they sit -- the houses. Both the house -- I think both of the houses on the left -- on the west side of the property may be nonconforming —

MR. MACMANN: They're too close.

MR. MURPHY: -- in to the side yard setback and --

MR. MACMANN: But they're --

MR. MURPHY: It's just their desire to follow those lines. It was easier, cheaper for us to do that.

MR. MACMANN: All right. I just kind of wanted -- I'm familiar with the property. I had a shop next to it until recently. I'm just -- was trying to figure out why we went with 22 rather than 30. That's the only question I have.

MS. LOE: Thank you.

MR. MURPHY: Thank you.

MS. LOE: Any questions, discussion among Commissioners? Ms. Russell?

MS. RUSSELL: I'd be happy to make a motion or two.

MS. LOE: I think we might need two on this one.

MS. RUSSELL: In regards to Case 18-102, the McGary Subdivision Plat 3, final minor plat design adjustment, I move to approve the design adjustment to Section 29-5.1(f)(1)(v) to permit creation of a stem lot with less than 30 feet of stem within the A District.

MS. RUSHING: Second.

MS. LOE: Okay. Second was --

MS. RUSHING: Rushing.

MS. LOE: -- Ms. Rushing. Sorry. Any discussion on that motion. Seeing none. Ms. Burns, may we have a vote.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. RUSSELL: Okay. The second half in the case of 18-102, McGary Subdivision Plat 3, final minor plat and design adjustment, I move to approve the McGary Subdivision Plat 3.

MS. RUSHING: Second.

MS. LOE: Second by Ms. Rushing. Any discussion on this motion? Seeing none. Ms. Burns, may we have a vote.

MS. BURNS: Yes.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. LOE: Thank you. So two motions to be forwarded for approval or recommendation is for approval. Thank you.

VI) PUBLIC HEARING

Case No. 18-107

A request by Randall Y. Herring (partner), on behalf of Missouri Property Associates II, LLC (owner) for approval of a conditional use permit (CUP) to authorize establishment of a hair salon at 607 Jackson Street. The subject site is presently zoned M-OF (Mixed-use Office) district and the improved with a nonresidential structure.

MS. LOE: Before I ask for a staff report, I would like to ask any Commissioner who has had any ex parte prior to this meeting related to Case 18-107 to please disclose that now so all Commissioners have the same information to consider on behalf of the case in front of us. Seeing none. May we have a staff report, please?

MR. ZENNER: Yes, you may, Ms. Chairman.

Staff report was given by Mr. Pat Zenner of the Planning and Development Department. Staff recommends approval of the proposed conditional use permit to allow establishment of a hair salon (barber and beauty shop), a "Personal Services General" use, upon the subject site.

MS. LOE: Thank you, Mr. Zenner. Are there any questions for Mr. Zenner? Mr. MacMann?

MR. MACMANN: Thank you. Just real quick. I see that you had five folks respond to -- in the meeting or show up. Was Ridgeway Neighborhood one of those folks?

MR. ZENNER: No. The applicant, who is here this evening, Mr. Herring is in the back row, his wife, and then the actual three salon operators —

MR. MACMANN: Oh, okay.

MR. ZENNER: -- were the total of the five. No neighborhood representatives showed up.

MR. MACMANN: They're relatively active. I was just wondering if they would have a concern with its placement. And given the facts that Mugs Up is across the street, and I'm sure will have much greater traffic than you will ever have. My next question was as follows, and I'll say this to you to have it on the record. Does the applicant understand that other conditional uses would have to be applied for separately?

MR. ZENNER: It is my understanding that he does.

MR. MACMANN: All right. That's the only questions that I have. Thank you.

MS. LOE: Thank you. Any additional questions? If not, we're going to open up the public hearing portion of this.

PUBLIC HEARING OPENED

MS. LOE: If there is anyone that would like to come forward and provide us with any comments, enlighten us of any matters on this case, that would be welcome. Please give us your name and address for the record. Can you come up to the microphone just so we can get it.

MR. HERRING: My name is Randall Herring; I live at Fulton at 1507 Forest Avenue. And I just think it's the -- when I originally -- the for rent sign in the building, the lady approached me and asked me would you put a beauty salon here, and I said I don't know, I'd have to check with the City. And so I went through the proper channels and that's why I'm here tonight. And I think it's a great idea. It -- that -- the thing I like best about the studies, it says it will add jobs in the community. So, I mean, that's three or four more jobs in that area.

MS. LOE: So you're exploring this option for a potential tenant?

MR. HERRING: Uh-huh.

MS. LOE: Okay. Are there any questions -- Ms. Russell?

MS. RUSSELL: How many chairs are you looking at having?

MR. HERRING: Well, there's only three ladies and I think that's all they're figuring on doing.

MS. RUSSELL: Okay. Thank you.

MR. HERRING: It's probably got room for maybe one or two more, but there's, like, five offices in there.

MS. RUSSELL: Okay. Thank you.

MS. LOE: Any additional questions? I don't see any. Thank you, Mr. Herring.

MR. HERRING: Thank you.

PUBLIC HEARING CLOSED

MS. LOE: Commission, discussion? Ms. Russell?

MS. RUSSELL: Well, it was nice to have this excuse to look at this property and go to Mugs Up, but I'd like to make a motion. In the Case of 18-107, 607 Jackson Street, the conditional-use permit, I move to approve the establish [sic] a hair salon, barber and beauty shop, a personal services general use only upon the subject site.

MR. MACMANN: I'll second that.

MS. LOE: Mr. MacMann, second. Any discussion on this motion? Seeing none. Ms. Burns?

MS. BURNS: Yes.

Roll Call Vote (Voting "yes" is to recommend approval.) Voting Yes: Mr. Harder, Mr. MacMann, Ms. Rushing, Ms. Russell, Mr. Toohey, Ms. Burns, Ms. Loe. Motion carries 7-0.

MS. BURNS: Seven to zero, motion carries.

MS. LOE: Thank you. Recommendation for approval will be forwarded to City Council. All right. That closes our public hearing section.

VII) PUBLIC COMMENTS

MS. LOE: Are there any comments of the public? No, I don't see any coming forward.

VIII) STAFF COMMENTS

MS. LOE: Any comments from staff tonight?

MR. ZENNER: You never can get away without having comments from me. Your next meeting is going to be on June 7th, same time, same back channel. We will be in our work session at 5:30 p.m. and do have presentation scheduled at this point from our sustainability manager along with the chairman of the Climate Action Task Force. Please come and be informed. You do have a number of items that are coming up on your June 7 agenda. It looks worse than it really is. We have a couple of tabled items, that's everything under Public Hearings and the Public Hearings and Subdivisions. There is one extra item underneath that that I'll get to, but you do have two standard subdivision actions that will be on the docket. Bear Ridge, which is a preliminary plat, and then we will have Christian Fellowship Plat No. 1, and this is the Christian Fellowship that is off of Scott Boulevard back in the Kings Grant Subdivision.

They are looking for final plat approval and a design adjustment associated to their tract that the church and the school are currently sitting on precipitated by the need to obtain a building permit for additional temporary classroom space that will be being added to the site due to their growing enrollment. The public hearings that we have scheduled are our two tabled items from this evening as it relates to the Regulating Plan amendments. One is the alley vacation and elimination off of the M-DT Regulating Plan and the other is a dedication of the replacement alley, which would be via an easement. And then the final three items that would be on the agenda for June 7th are our rezoning request and annexation for the Harris property there off of St. Charles Road, and associated with that is the final plat to combine the 0.61 acres and the ten-acre tract of land together to make it a single almost 11-acre parcel of property for that single-family farm home site that is desired. Just so we can put ourselves in context as to where we are, the Bear Ridge Subdivision is there located off of Blue Ridge Road. This is a project that does have a substantial number of lots that are within the FPO overlay, however, none of the lots are encroaching upon the floodway, though several of them are within the floodplain, which as allowed by our most recent text amendment, is compliant with the City Code. The second graphic is the Christian Fellowship plat and you will notice that the school currently is located on the front portion of that property and the back portion is what is being merged together to create one legal lot in order to be able to allow for the building permits to be issued for the future temporary classroom space, as well as some infrastructure expansion that's necessary to support them. And then, of course, our graphics that we have seen previously regarding the M-DT amendments with Central Bank of Boone County. Then our Terebinths or the Harris rezoning request that we tabled and the annexation, which is on the right-hand side of the screen. And then, of course, the single subdivision plat that would combine the two with the stem lot access out to St. Charles Road. The history behind the 0.61-acre parcel is that it was created by a deed transfer out of the Terebinths property, out of the Terebinths Subdivision property. It is not considered a legal lot. However, the access that is provided to the 0.61 acres is existing as it can be seen here on the graphic. There is existing driveway with a cul-de-sac or with a turn-around here. This stem is greater than the 20 feet required, however, less than the 33 or the 30, and we will discuss at greater depth as it relates to the request. You can't get blood out of a turnip is my summary to that. The property that was platted or deeded to Mr. Harris did not include and didn't -- would never have assumed that we would have had a larger right-of-way requirement or stem-lot requirement at the time that the property was transferred, which was before the Code was adopted. So we're working through this problem right now with the applicant, as well as a design professional. But those are the six cases that will be on the agenda. Six or it is seven cases -- I apologize. Seven cases on the June 7th agenda. Other than that, we are going to continue to work on issues for the comprehensive plan, as we discussed this evening in work session and we'll be bringing back a report to you shortly as it relates to some of the steps that we are leading toward, as well as some other interesting information. We don't have anything else to add this evening, and we thank you for your attention and your attendance.

MS. LOE: Thank you, Mr. Zenner.

IX) COMMISSION COMMENTS

MS. LOE: Any comments of the Commission? Mr. MacMann?

MR. MACMANN: I have a comment and a motion. So, interrupt me if you have a comment before I make my motion. I just want to say that vis-a-vis the Jackson Street property, I'm generally pleased that things worked there. We've got a transition that should work well. We're providing some jobs. I hope Ridgeway is fine with it. I'm sure they would have let some of us know if that wasn't the case, but I was -- that kind of -- that fit really well. I like that.

X) ADJOURNMENT

MR. MACMANN: With that in mind, I move that we adjourn.

MS. LOE: Ms. Russell is the second. Thank you.

(The meeting was adjourned at 7:50 p.m.)