

**AGENDA REPORT
PLANNING AND ZONING COMMISSION MEETING
May 8, 2025**

SUMMARY

A request by A Civil Group (agent), on behalf of Mendez Properties LLC (owner), for approval of a 23-lot preliminary plat to be known as Totolmajac Villages. The preliminary plat shows division of the property into 22 cottage-style lot and a common lot and will require Board of Adjustment authorization to use “optional” development standards permitting reduced lot width, setbacks, and lot area. A concurrent request (Case # 167-2025) seeking rezoning of the property from R-1 (One-family Dwelling) to R-2 (Two-family Dwelling) has been submitted. The 5.09-acre subject site is located at 3310 Oakland Gravel Road and is presently improved with a single-family dwelling and two out-buildings.

DISCUSSION

The applicants are seeking approval of a 23-lot preliminary plat on the 5.09-acre subject site concurrently with a request (Case # 167-2025) to rezone the acreage from R-1 to R-2 such that future division of the property may occur utilizing the “optional” development standards for cottage-style lots. Approval of the “optional” development standards requires Board of Adjustment authorization which is only possible within the R-2 zoning district. The proposed preliminary plat, given the lots shown do not meet minimum lot standards for either the existing R-1 or proposed R-2 zoning, would be withheld from City Council consideration until the Board of Adjustment completes its review of an application to authorize the use of the “optional” development standards. The parcel is adjacent to R-1 zoning and single-family uses on all sides, except for its western edge where the site abuts Oakland Gravel Road.

The proposed cottage lots, if authorized to be created by the Board of Adjustment, would have reduced dimensional standards when compared to standard single-family R-1 or R-2 lots. The current minimum lot area for single-family lots in the R-1 district is 7,000 sq. ft., and in the R-2 district the standard is 5,000 sq. ft. The desired optional development standards would reduce the lot area to a minimum of 3,000 sq ft. on lots as narrow as 30-ft in width, with minimum front and rear yard setbacks of 10-feet and side setbacks of 6-ft. In practice, however; recently platted cottage lots have been well above this minimum. The proposed lots shown on the preliminary plat range in size from roughly 5,000 to 13,000 square feet.

At times, the reduced setbacks permissible in the by the optional development standards can have negative impacts on neighboring properties. However, the rear of all residential lots in the proposed preliminary plat are encumbered with drainage easements of varying widths to accommodate the planned storm sewer infrastructure. This additional “non-buildable” area may help to offset possible concerns about future development being closer to the perimeter of the subject property and the adjacent existing R-1 development. If concerns remain, BOA approval of the cottage standards can be conditioned to address any perceived impacts.

The proposed preliminary plat is inclusive of 22 single-family cottage lots and one common lot that is to be used for stormwater and tree preservation purposes. The proposed development lots are to be accessed from an internal extension of Glorietta Drive from near the northeast corner of the subject parcel. The extension enters the site and then turns west, where it connects to Oakland Gravel Road. The plat provides a 50-foot right-of-way for Glorietta Drive, which is depicted with a 28-foot pavement width, both of which are consistent with City requirements for local residential streets. It should be noted that parking on both sides of residential streets is typically allowed, unless restricted by Public Works. If parking were not restricted and allowed to occur on both sides of the street, the width of the travel lane would be reduced to less than 20-feet which is in conflict with the adopted Fire Code requirements. Addressing this issue as part of the preliminary platting process with either a “developer-

imposed” parking restriction or an increase in pavement width may be considered appropriate given the potential increase in lot density afforded by the “optional” development standards.

The proposed plat has made provision for the standard 10-foot utility easement along all lot frontages, with the easement along the north side of Glorietta being expanded to 15-feet wide to accommodate a sewer main extension serving those adjacent lots.

Oakland Gravel Road is classified on the CATSO Major Roadway Plan (MRP) as a major collector. As such, the potential for greater-than-usual levels of traffic resulting from the increased density of R-2 zoning is not anticipated to exacerbate any level of service issues on the street presently. Sidewalks presently exist along this roadway frontage and additional right of way is shown as being dedicated to ensure compliance with minimum city standards. Private residential driveways would not be permitted from Oakland Gravel Road and the plat does not propose to have lots oriented to that roadway frontage.

The site lies within the City’s Urban Service Area and all utilities and services are to be provided by the City. Adequate easements are being proposed to provide connections for utilities to all lots. There were no expressed concerns with respect to available infrastructure capacity necessary to serve the increased R-2 density.

Given the proposed preliminary plat depicts a lot arrangement that anticipates approval of the requested R-2 zoning (Case # 167-2025) and authorization to use the “cottage” optional development standards, approval of the preliminary plat without both of these actions being approved by Council and the Board of Adjustment, respectively, is not possible. If either approval is not achieved, the proposed plat would require revision to conform to the R-1 dimensional requirements. However, if both actions are approved, staff finds the proposed layout shown to be appropriate and supportive of the goals and objectives of both Columbia Imagined and the recently completed Boone County/City of Columbia Housing Study.

In the event the rezoning is approved, but the request for “optional” development standard authorization is not, the preliminary plat would require revision to ensure either compliance with the R-2 single-family or two-family lot standards. While such an outcome would reduce permissible density on the acreage, the change would not trigger a full reapproval by the Planning Commission given the reduction in lots and likely generally consistent public infrastructure alignments/dedications.

RECOMMENDATION

Approve the proposed 23-lot preliminary plat known as, “Totolmajek Villages,” pursuant to approval of the cottage “optional dimensional standards” by the Board of Adjustment.

ATTACHMENTS

- Locator Maps
- Preliminary Plat

SITE CHARACTERISTICS

Area (acres)	5.09 acres
Topography	Sloping east to west
Vegetation/Landscaping	Mostly wooded, with partial clearing on western third of parcel
Watershed/Drainage	Bear Creek
Existing structures	Single-family home & two outbuildings

HISTORY

Annexation date	1964
Zoning District	R-1 (Single-family Dwelling)
Land Use Plan designation	Neighborhood District
Previous Subdivision/Legal Lot Status	Not legal lot

UTILITIES & SERVICES

Sanitary Sewer	City of Columbia
Water	
Fire Protection	
Electric	

ACCESS

Oakland Gravel Road	
Location	N/A
Major Roadway Plan	Major Collector
CIP Projects	N/A
Sidewalk	Constructed

PARKS & RECREATION

Neighborhood Parks	Albert Oakland Park
Trails Plan	Bear Creek Trail
Bicycle/Pedestrian Plan	Green Route

Report prepared by Rusty Palmer

Report Approved by Patrick Zenner