

CITY OF WASHINGTON, MISSOURI
PLANNING & ZONING COMMISSION MEETING MINUTES
Monday, August 10, 2015 @ 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, Missouri.

- 1) The meeting was called to order, Pledge of Allegiance, and the following roll call was taken:
Present: Tony Gokenbach, Greg Skornia, Tom Holdmeier, John Borgmann, Mayor Sandy Lucy
Absent: Kevin Cundiff, Gayle Hachman, Samantha Cerutti Wacker, Carolyn Witt
Also Present: Dan Boyce, Mark Piontek, Kurt Unnerstall, Andrea Straatmann, Cameron Lueken, John Fischer
- 2) Approval of the Minutes from June 15th, 2015
Motion to approve the minutes from the Monday, June 15th, 2015 meeting of the Planning & Zoning Commission, motion made by John Borgmann, seconded by Greg Skornia, passed without dissent.

3) **File No. 15-0701-Applicant is seeking Preliminary Plat approval. See Letter below.**

August 5, 2015

Planning & Zoning Commission

City of Washington

Washington, MO 63090

RE: Hanover Place

Preliminary Plat Approval

A Development Plan was approved for this site on June 15, 2015. This preliminary plat would approve all proposed infrastructure work.

Street

* *Street name signs shall be provided. (490.030I)*

Water & Sewer

* *Sanitary sewer laterals shall be indicated.*

Stormwater

* *Calculations shall be provided to indicate proper capacity for all swales, inlets, and pipes (490.035D). Both the 10 year and 100 year storms shall be analyzed.*

* *It shall be confirmed that the existing Cooperative Agreement concerning the KC detention facility would allow the necessary changes.*

Miscellaneous

* *All drawings and calculations shall bear the seal of a Missouri Registered Professional Engineer.*

* *A cross section indicating the height for the retaining wall shall be provided.*

* *Inspection fees shall be paid prior to final plat approval. (490.050G8)*

* *All utility lines and storm water drainage swales shall be located in easements.*

As stated, the Development Plan for this site has been approved. And the currently submitted plan indicates that a proposed duplex will be replaced with two detached homes. And, per City Code 470.040, staff has determined that this change is not substantial. Concurrence with this determination is requested.

Sincerely,

Daniel E. Boyce P.E.

City Engineer

cc: KJU Unnerstall

Dan Boyce-There is an approved Development Plan. They are asking for permission to construct the infrastructure. There is a sanitary sewer line that runs across the property. They want to abandon that line and replace with a line that goes southward, eastward, southward and connects up again. They

have submitted calculations that they can maintain flow through that line. There is also a stormwater line that runs the same way. They also want to abandon that and replace with new line. Currently there are 2 inlets on the west and the east. The inlets are going to remain and adding 4 area inlets. The rate of runoff is going to be higher. There is a stormwater basin at the Knights of Columbus property which a lot of the area feeds to. They are going to enhance the existing basin; they are going to increase its capacity. About a foot and a half of height.

Greg Skornia-Is there a landowner on Ninth Street that has a gazebo built over a stormwater inlet?

Dan Boyce-Yes, but everything works fine with it being there.

John Borgmann-Is the current stormwater basin on the Knights of Columbus property?

Dan Boyce-Yes, there is a Construction Operation and Maintenance Agreement. What has to be done is beyond the scope of that agreement. We will have to get a letter from the Knights of Columbus for their permission to get this done. I talked with Mr. Schroeder with the Knights of Columbus and he indicated that there should be no problem getting that.

John Borgmann-Does that need to be met before we approve? What about the Apple Blossom Condos?

Dan Boyce- You can have a contingency on that before approving. It doesn't affect Apple Blossom at all.

Here is the list of things can receive approval on these contingencies:

- *Need more info on sanitary sewer line.*
- *Sanitary Sewer laterals need to be indicated.*
- *Need letter of Cooperative Agreement with the Knights of Columbus.*
- *Calculations shall be provided to indicate proper capacity for all swales, inlets, and pipes (490.035D). Both the 10 year and 100 year storms shall be analyzed.*
- *There needs to be a 10 ft. stormwater drainage easement at perimeter of property.*
- *All drawings and calculations shall bear the seal of a Missouri Registered Professional Engineer.*
- *A cross section indicating the height for the retaining wall shall be provided.*
- *And the currently submitted plan indicates that a proposed duplex will be replaced with two detached homes. And, per City Code 470.040, staff has determined that this change is not substantial. Concurrence with this determination is requested.*

Greg Skornia-Concurrence. If you are going to have ¾" lines out of individual homes you think you would need a 1" line.

John Borgmann-What is the length of the cul-de-sac?

Kurt Unnerstall-It is 340 ft. Mark, how does the easement process when we tie onto city's utilities without an easement? I don't know how to get a recorded easement on land that I do not own?

Dan Boyce-What I said was that if you are going to be working on neighbor's properties you are going to need a recorded easement to do the work?

Kurt Unnerstall-I have the utility easement and the roadway easement that give me the rights to do the work on the property.

Mark Piontek-Are the utilities within the utility easement?

Dan Boyce-We have not been able to find a utility easement.

Mark Piontek-Existing utilities?

Dan Boyce-Everything to the west that he is doing the work on is his property.

Cameron Lueken-We will be doing an easement for the limits of construction and present it to the property owner as a grantor/grantee format and have the City as the beneficiary of it and everyone is covered.

Mark Piontek-If there is not an existing utility easement, yes that is the way to do it.

Tom Holdmeier-Any further questions or comments? I will entertain a motion. First motion made by Sandy Lucy and seconded by Greg Skornia, passed without dissent with contingencies.

4. File No. 15-0702, Highland Meadows, Plat 2. Applicant is seeking Preliminary Plat approval. Plans submitted July 28, 2015 at 3:40 p.m. Review letter will be provided either before or at the Planning & Zoning meeting.

Dan Boyce-They want to develop part of the area that has been annexed. In order to do this they have to extend High Street along the frontage of Lot 2 and partial frontage of Lot 3. The staff's contention is that our code says that the street needs to be built on the entire frontage of the lot. See letter below for explanation of what is needed for approval.

August 5, 2015

*Planning & Zoning Commission
City of Washington
Washington, MO 63090*

Re: Highland Meadows, Plat 2

Street

- * Major designation per our Comprehensive Plan*
- * Every lot shall abut on a street 490.070C3*
- * Lot parcel having its principal frontage upon a street 400.010*
- * Per above, extend along lot frontage*
- * Floodplain Development Permit, Chapter 495*

Storm

- * Detention for impervious area required*

Water

- * Fire hydrants, flow 490.036D Subsequent Development 490.036 & Building Code & NFPA*
- * Along full frontage*

Sewer

- * Floodplain Development Permit required*
- * Shall be located in an easement*

Miscellaneous

- * All plans and calculations shall bear the seal of a Missouri Registered Engineer*

Sincerely,

Daniel E. Boyce, P.E.

City Engineer

cc: KJ Unnerstall

Cameron Lueken/Wunderlich Engineering & Surveying-Presentation of PowerPoint.

We are trying to extend High Street to the South for the buyer that the applicant has. It is about 900 ft. The code does say that the street needs to be built along the frontage of the lot. How do we work with the developers and the City in mind to get this done.

John Borgmann-If the street is only extended the 900 ft. we are not going to have adequate room to have access to and from lot 3?

Kurt Unnerstall-When Lot 3 comes in to be platted. The contract they have, they wanted 2 lots. There Phase 2 is going to be a 3 story building with total access all around it. We wish we had more time to work with City staff on how to get High Street funded. The numbers don't work pass the point where I am extending. The South side of the creek has high demand of residential and when that happens we can figure out how to extend the street at that time.

John Borgmann-The concern I have with Lot 3 is the same as we have at the end of Marbach, Homestead Hickory View which is almost identical to this because you have little access to that lot.

Kurt Unnerstall-The difference between Marbach Drive and High Street is that High Street is part of the City's Comprehensive Plan and you control the right of way. We show High Street to Lot 3. If we would have come in and eliminated the lot line between 2 and 3 we would have only stopped the street further up. We brought it down to where it is to have good access to Lot 3. Quoting the code, under 409.090 under Subdivision Developments, we meet the requirements.

Tony Gokenbach-Are you re-subdividing the lots?

Kurt Unnerstall-I have no idea what the developer plans to do at this time. In the 90's the Jasper's gave the City an easement through the farm but it wasn't platted. It was left in a corridor. We understand that we have to pay for the street to get access to both of those lots but beyond that we can't understand why the rest?

Cameron Lueken-The City already has the easement and that is why we do not show it on the plat. We extended High Street a minimum lot width of 60 ft. and we meet the requirements.

Dan Boyce-Do you own this land on both sides?

Kurt Unnerstall-Yes but it is an advantage to the City.

Dan Boyce-This is a problem we are kicking down the road. This all needs to be resolved now instead of later. They are requesting a variance to not build the street.

Kurt Unnerstall-I am not requesting a variance.

Dan Boyce-You could combine the lots and you would still have to build the street along the frontage of the entire lot.

Kurt Unnerstall-I disagree

Sandy Lucy-How does the traffic going to move in the development?

Kurt Unnerstall-When the lots are developed and you want a second way in and out of the lots you have the ability to request that.

John Borgmann-Could you come down to the point where you would not need a floodplain permit and do 2/3 the lot? So then your development would be better to have the access for the second way in.

Cameron Lueken-The plan that we have seen the developer has an L shaped building with one entrance.

John Borgmann-How far south could you come before you would have to build the culvert?

Cameron Lueken-Probably about 2/3 the way. Another \$20,000.

John Borgmann-So let's say that the back of the buildings are going to face High Street,

Cameron Lueken-The front of the building would face High Street. So there is parking on the North side and East side.

Mark Piontek-How did you determine how far to extend the street down Lot 3?

Cameron Lueken-The min lot width is 60 ft. So we went 60 ft. past the Northern part of the lot.

Dan Boyce-How does this street get built in the future? If somebody wants to plat a lot what do we have tell them they have to build the street?

Cameron Lueken-You have an easement and you have the right to assess the people.

Kurt Unnerstall-There is a City code that says that you can build any street less than 1000 ft. and assess the people.

After some discussion the following was recommended:

Dan Boyce-You can recommend denial based on it doesn't meet City code and pass it on to Council. Or you can recommend approval on a contingency with a variance that they do not want to build the street and send it on to Council.

Greg Skornia-Are you dedicating the right of way connecting to where it stops 60 ft. south of the north lot line of Lot 3? Is the right of way contingent to the end of the property?

Kurt Unnerstall-It stops there now but if you would like for me to extend it I would not have a problem with that.

Greg Skornia-I would think that would solve the problem. This plat doesn't tell you when you are building a road it says where you are going to be building.

Dan Boyce-No, the preliminary plat approves the infrastructure that has to be built.

Greg Skornia-If we are showing what is going to be built, that is what I am saying. It doesn't say when it is going to be built it is showing what is going to be built.

Tom Holdmeier-John do you see a problem to us having access to Lot 3 with the development?

John Borgmann-Having trouble with that right now. If you move forward with this and stop at Lot 3, your owner has no choice than to arrange the property so that everything goes to that one entrance. If that street could come down to a point that you would not have to build a culvert it would give the owner of the lot the opportunity to do another entrance into a developed lot. Could we have the developer of that lot come and we do a plan review for that lot? We could say then that we need a

second entrance in and then we have a street there to accommodate coming through a parking lot and coming back out at a second entrance so you have two entrances. You may lose three parking spaces. I think that may head off some problems.

Kurt Unnerstall-We believe that everything we have presented here tonight meets Preliminary Plat requirements. We can show you the right of way to the end of lot 3 to eliminate any concerns you may have and that you will have control of that street. We can also show you a phasing plan that the street, if you actually want it engineered, you are talking a bridge or box culvert and a road design across that creek to get it all the way to the end of lot 3. Those are substantial costs that this developer or any developer is going to want spend because that street is a major arterial roadway. My argument is that the city has control over lot 2 and 3 to make access to lot 3 is back to lot 2. If they come in at the north part of lot 3 they can loop around and come out at lot 2. If you look at the body of land on High Street by coming down on lot 3 you are already picking up half of the land mass with a 40 ft. arterial roadway.

John Borgmann-Do we know for sure that the owner of lot 2 and 3 are going to develop both of those lots at the exact same time and go through plan review with the city.

Dan Boyce-Do we discuss costs here or does this need to go to City Council?

Tom Holdmeier-We are not concerned with costs.

Tony Gokenbach-This is in the city limits? So what obligation does the city have with having to build on to High Street any further? Would it become the City's problem?

Mark-Yes it is in City limits. It has been part of the City's Comprehensive Plan for a couple of years now where High Street would continue to extend to the South and sometime loops over to Hwy. A.

Kurt Unnerstall-I would like to come up with a compromise. If we make the Preliminary Plat and Final Plat contingent upon lot 2 and 3 having road access interconnecting.

John Borgmann-That would be fine.

Mark Piontek-How do you propose to show that on the Preliminary and Final Plat?

Kurt Unnerstall-We can make it part of the restrictions that get recorded on the plat.

Cameron Lueken-It is a contingency that can be put on the face of the Preliminary Plat and Final Plat. If that accessibility is not met in the process to meet the fire departments concern about lot 3 then we go back and have to possibly extend High Street to the South to meet the accessibility.

Mark Piontek-Once you have recorded your Final Plat it is done unless you are showing a cross access Easement across both parcels on the Plat you can't go back later and add it.

Cameron Lueken-To record that Plat, Kurt has to post a bond. If Kurt would post a Letter of Credit further to the south ensuring the accessibility requirements of the Fire Department, then if it is not built you have that Letter of Credit to utilize to build High Street. Maybe me, Dan and Mark could meet to discuss this.

John Borgmann-Do we have time to table this until next month?

Kurt Unnerstall-No.

Sandy Lucy-When can you all meet to work this out?

Kurt Unnerstall-So if I show High Street to the end of Lot 3 and I post a bond with the cost to build it to lot 3 we meet the Preliminary and Final Plat? However, I do not feel that I am financially obligated to go past what I am showing you.

Mark Piontek-In order to get you Final Plat approval you need to either build the improvements or post a bond. So what if you would post the bond for the street right of way all the way to the south end of lot 3 but stop the pavement where you are proposing to for now. Then we could come back and we have that money sitting there to fund the balance of the road to extend to the south end of lot 3 but we don't use for a period of so many years in the expectation and the hope that something else happens either to the south or the east that would require that road to be built.

Kurt Unnerstall-I don't have a problem if you want me to plat the bottom line of lot 3 and post a bond for the cost of it.

Dan Boyce-Does the bond include the drainage structure?

Mark Piontek-Whatever the improvements are and whatever is required.

John Borgmann-That sounds like a workable solution.

Mark Piontek-It is possible when they come back with their Development Plan for lot 3 they have to show where their proposed driveway etc. It is conceivable at that point that we could tell them that if they have to have a driveway that they would have to extend the road at that time.

Dan Boyce-Stormwater detention-is there going to be a fund payment?

Tom Holdmeier-I don't see it as an issue.

After some further discussion the following was decided.

Dan Boyce-So this is what I understand:

The right of way for High Street will extend to the south end of lot 3.

To create a Final Plat for this subdivision financial assurance for the entire street and drainage structure plus infrastructure that is required.

Professional sealed drawings

Street Lighting

Kurt Unnerstall-For the public record, Jim Briggs the City of Washington, with this street as an arterial roadway, me as a developer is required to build a 35 ft. of width, the additional 5 ft. the City will pick up the cost. From 6 inch to 7 inch the City will pick up.

Dan Boyce-He has talked to me but ultimately it is up to the City Council

Sandy Lucy-Please set up a meeting between Jim and myself.

Kurt Unnerstall-You will have costs for this on your desk tomorrow.

Once again the-The right of way for High Street will extend to the south end of lot 3.

To create a Final Plat for this subdivision financial assurance for the entire street and drainage structure plus infrastructure that is required.

Professional sealed drawings.

Street Lighting.

John Borgmann, motion to approve, seconded by Toney Gokenbach, passed without dissent.

Dan Boyce-Still reviewing codes with PGAV. Next step is to meet with whole committee.

Motion made and seconded to adjourn meeting at 9:28 p.m. Passed without dissent.

The next meeting of the Planning & Zoning Commission will be September 14, 2015 at 7:00 p.m.

Thomas R. Holdmeier
Chairman