

AGENDA

CITY OF CENTRALIA, MISSOURI

Planning and Zoning Commission

Wednesday, February 19, 2014

7:00 P.M.

City Hall Council Chambers

- I. ROLL CALL
- II. Approval of Minutes of Previous Meetings
- III. Continued Review of Possible Amendments to Subdivision Regulations
- IV. As May Arise
- V. Adjourn

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MEMORANDUM

From: Lynn P. Behrns
To: Planning & Zoning Commission Members
Date: February 17, 2014

Enclosed is the agenda for the next meeting of the Planning and Zoning Commission on Wednesday, February 19, 2014 at 7:00 p.m. If you are unable to attend, please call me as soon as possible.

- Item II. Draft minutes for the minutes of the meeting of January 9 and notes from the work session of January 30 are enclosed.

- Item III. Merritt and Don Bormann and I have been preparing what we hope is an almost final draft of the revised subdivision regulations. We have corrected several typos and incorporated past comments and suggestions. Because of the size, I will deliver the drafts to each of you on Tuesday.

Meeting of the Planning and Zoning Commission for Thursday, January 9, 2014.

The meeting was called to order by Chairman Patt Olsen at 6:00 p.m. Present were Guy Lee, Dale Hughes, Mayor Grenke, Don Bormann, and Mark Mustain. Also attending was Lynn Behrns.

Hughes moved approval of the minutes of December 5, 2013. Guy Lee seconded the motion. The question was called. All members present voted "aye". There were no "nay" votes, and the motion carried.

The Commission continued discussion of amending and updating Centralia's Subdivision regulations. Behrns distributed a new version of the Subdivision Chapter through Section 30.1-10. The revisions includes changes suggested at the last meeting and sections which were fully revised by Bormann. Behrns also distributed a new set of later sections as rewritten by Bormann. Behrns said that for the rewritten sections, the order of subsections was considerably changed; and for those sections, it was less confusing to show just the new language, rather than show strike-throughs and underlines. Bormann's new versions are intended to make the "process" of applying for and securing subdivision approval more clear.

Commission members decided to make a few further small changes to the first sections. They also discussed several matters of major substance. Bormann and Behrns debated the need for and timing of formal public hearings. Behrns argued for maximizing the opportunity for public comment. Bormann noted that, unlike zoning matters, Commissions can take less consideration of public opinion; subdivision proposals which follow the terms and standards of the regulations must be approved. Commission members eventually decided that the best place for public hearings was at the sketch plat stage for both major and minor subdivisions. No further formal hearings would be required for either the Commission or Board of Aldermen at the Preliminary Plat or Final Plat stages.

The Commission also spent time on an important new requirement for traffic studies for larger subdivisions. This parallels a requirement of Boone County. The new language would also require that a developer be required to make and pay for improvements to streets and roads not actually owned by the developer. These could include enlarged and reconstructed connections to primary streets and construction of the half of a perimeter street on the side of an adjoining property owner. Commission agreed that such requirements would not apply to future phases of subdivisions which have already received preliminary plat approval. So that adjacent owners did not get a free ride, Commissioners asked that Behrns write additional provisions to require reimbursement of an initial developer if the adjacent property subdivides within five years. The language would be similar to that which already requires cost sharing on sanitary sewers.

The Commission reviewed the new version through Section 30.1-10. At the next meeting, Behrns will present a corrected update of the sections covered this evening and the review will continue from there.

Commission members agreed to next meet at 6:00 p.m. on Thursday, January 30.

Bormann moved the meeting be adjourned. Hughes seconded the motion. All present aye and the motion was passed.

The meeting adjourned at about 7:20 p.m.

Meeting of the Planning and Zoning Commission for Thursday, January 30, 2014.

The meeting was called to order by Chairman Patt Olsen at 6:00 p.m. Present were Don Bagley, Mayor Grenke, James Lee, Don Bormann, and Mark Mustain. Also attending were Lynn Behrns, Merritt Beck, Darren Adams, and James Smith. It was determined that only two of the members present were not City officials or employees. Therefore the meeting lacked a quorum for official business. Attendees agree to proceed with the meeting as a work session, but take no votes or official actions.

Behrns passed out a new draft of the proposed amended Subdivision Regulations. The first 17 pages included the suggestions adopted at the meeting of January 9. The remaining pages include sections had been replaced with those drafted by Bormann. These have major reconfigurations of requirements and standards, but few actual changes in the procedures or requirements. These were complex enough that Behrns did not attempt to mark to the new draft with addition and deletions.

Adams told the commissioners that he and other developers were concerned about unanticipated expenses being assessed against subdivisions which were already in development—such as Mystic Ridge, Southwest Country Estates, and Cobblestone Lake Estates. Behrns and Bormann stressed that new City requirements for traffic plans and costs passed along to developers were intended only apply to new subdivisions approved after the Subdivision Chapter is amended. Once a preliminary plat and improvement plan have been approved, the timing and number of phases will not bring about new costs (except when state or federal requirements have been changed in the interim).

Behrns noted that staff would have to prepare a new application form for those persons seeking a lot split, since that section describes the criteria for lot splits somewhat differently.

Adam asked the commissioners to abandon one proposed development expense and reconsider an existing provision. The new draft would specify that a subdivision developer would have to pay almost the full expense of constructing a street along the perimeter of the subdivision. Only some of the costs of the “outside” curbs and sidewalks would be waived, unless the street was built for traffic beyond that generated by the subdivision. At the preceding meeting, the commission had agreed that if someone developed a boarding subdivision within five years, that second developers might have to reimburse some of the street costs. This same arrangement is now required for some extensions fo sanitary sewer mains. Adams said he disagreed with this; that construction of the sewer was solely the option of the first developers and it was irrelevant that anyone else was connecting other lines after the first main was turned over to the public. Adams also disagreed with the suggestion that developers pay for the material for new water mains. Like the costs for perimeter streets, this expense would have to be passed along to the purchasers of the new subdivision lots. Ad ams thought that this could make the lots less attractive to someone comparing new houses or business structures in Centralia to those in Columbia and other nearby cities. Behrns said that many of those entities already require those costs to be borne by developers. Commissioners discussed the issue, but did not suggest that the draft provisions be changed. Adams said that he planned to pursue his ideas when the new regulations comes to public hearing before the Commission and the Board of Aldermen.

Bormann noted that his draft added new categories of streets, with variations of width and thickness requirements. These categories are similar to those used by Columbia and Boone County. Commission thought that the new categories could remain, so Behrns will have to add formal definitions of those categories in Section 30.1-2.

Other matters discussed included: whether to require more than a 125-foot offset when street do not line up for through traffic, and the minimum width of easements.

Behrns will prepare a clean draft, incorporating the matters discussed and distribute it prior to the next meeting. After one more pass through the Commission, Behrns thought the new Subdivision regulations would be ready for public hearings.

Members decided that next meeting would be on Wednesday, February 19, at 7:00 p.m. At that meeting, minutes of the January 9 meeting and notes from this evening's meeting could be approved.

The meeting ended at about 7:35 p.m.

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