

AGENDA

CITY OF CENTRALIA, MISSOURI

Planning and Zoning Commission

Thursday, April 9, 2015

7:00 P.M.

City Hall Council Chambers

- I. ROLL CALL
- II. Approval of Minutes of Previous Meetings
- III. Request to Vacate a Portion of East Southland Street
 - A. Consideration of Request for Vacation
 - B. Recommendation to Board of Alderman
- IV. Final Plat of Cobblestone Lake Estates Subdivision - Update
- V. Discussion of Comprehensive Plan Update
- VI. As May Arise
- VII. Adjourn

Minutes of the City of Centralia, Missouri Planning and Zoning Commission Meeting of Thursday, November 13, 2014.

The meeting was called to order at 7:00p.m.

I. ROLL CALL – Commissioners Present: Don Bagley (Acting Chair), Guy Lee, Harvey Million, Dale Hughes, Mayor Tim Grenke, Mark Mustain, Don Bormann, LeeAllen Smith, Jim Lee, Absent: City Attorney, Merritt Beck and City Administrator, Matt Harline present.

II. Approval of Minutes of Previous Meetings

As the Chair of the Planning and Zoning Commission had resigned it was decided by acclamation to table the minutes until a chair had been elected.

III. Electing Officers for the Planning and Zoning Commission

Beck noted that Patt Olsen who had been the chair resigned and Harvey Million was appointed to fill the unexpired term. For that reason we will need to elect a new chair. Beck and Harline explained that the City Code called for annual election of officers, Beck explained that the Code makes it clear that the chair has to be elected from among the members appointed from the general public, not the city members Beck continued that we had always selected all the officers from the non-city members.

A motion was made by Jim Lee to elect Lee Allen Smith as the Chair of the Planning and Zoning Commission. The motion was seconded by Bormann and approved unanimously by voice vote.

A motion was made by Bormann to elect Don Bagley as the Vice-Chair of the Planning and Zoning Commission. The motion was seconded by Grenke and approved unanimously by voice vote.

A motion was made by Grenke to elect Dale Hughes as the Secretary of the Planning and Zoning Commission. The motion was seconded by Bagley and approved unanimously by voice vote.

(Approval of the Previous Minutes) Chairman Lee asked for comments or corrections to the previous minutes. There were none and a motion to approve the minutes of the. **Dale Hughes made a motion to approve the minutes of the July 10, 2014 meeting that was seconded by G. Lee and approved unanimously by voice vote.**

IV. Considering Final Plat of Cobblestone Lake Estates Subdivision

Harline noted that he had sent out a memo explaining the staff comments on the final plat as submitted. The Electric, Water/Sewer and Street/Sanitation Departments were all brought in to review the plat. The plat was essentially the same as the original preliminary plan.

Harline and Beck reported that the ownership and fate of Lot 48 needed to be specifically

noted on the plat document and amended to correct the date in the Covenants of the Subdivision. Beck noted that the Planning and Zoning Chair needed to be changed too.

Harline addressed the need for a turnaround bulb. Harline reported that Street and Sanitation Supervisor Phil Hoffmann requested a turnaround due to the fact that otherwise trash and recycling trucks would have to back down the street almost 140 feet. Beck said he felt this had been done in the previous phase and in fact Hampton Drive had one. Bormann said he felt the turnaround was warranted.

He noted that one detail had been caught by Bormann. Harline noted the proposed drainage easement between lots 37 and 38 was shown as being 16 feet wide and we typically require 20' easements. Mustain asked if there was a drainage easement in Plat 1 or 2. Beck and others noted that there appeared to be two easements, and they were 20 feet. Mustain said he thought the previous one had come in designed as 16' easements because Dave Peavler does a lot for work in Columbia, and that is their standard easement. Bormann and others said that it should be consistent with the rest of the subdivision and the city standard.

Harline mentioned that of all these the only the temporary turnaround had been discussed. Hughes pointed out school buses might need the turn around. Grenke mentioned emergency vehicles needed a turnaround as well. Harline noted that on

Harline noted that during the discussion with Darren Adams (one of the property owners) a water easement on lot 29 should probably be required and 10' not 5' as discussed with Mr. Adams. Harline noted that Adams owned the property to the north that was currently platted as the Dan-Mar-Dale Subdivision, but it would probably not be developed as platted. This would allow for a good looped water service and with a 10' easement on the property to the north, this would allow for a standard 20' easement.

Grenke asked about the property to the north. Bormann discussed the low-water crossing in the platted lot. The low-water crossing was less than ideal and a full bridge would not be affordable. Beck gave some history on the area noting that Dan-Mar-Dale was platted before there were much in the way of subdivision regulations. At the time the streets were not even paved. The owners paid for asphaltting of the Southland Street.

Harline explained that the lake was discussed and the time of original platting and Bormann noted that even the new configuration of Dan-Mar-Dale was discussed.

Harline noted that in an agreement already signed between the City and the Owners in 2009, \$436 would be placed in an account toward the construction of Gano Chance Road along the southern border of the subdivision.

1. Lot 48 is common area not to be sold off
2. Covenants reflect the correct date for the platting of lot 48 and keeping the language that the lot will be owned and maintained by Association

3. The drainage between lots 37 & 38 would be a 20' easement, 10' on each
4. Temporary turnaround north of the plat on the adjoining property
5. Dedicate a utility easement on the north 10' of lot 29.
6. Edit the document to reflect the new Chair of P&Z and Heather Russell is the City Clerk.

Harline asked for a motion to approve the plat conditional upon the acceptance of the amendments proposed above. Beck asked if he still planned to have the Board of Alderman approve the plat at the meeting on Monday.

A. Recommendation to Board of Aldermen

Chairman Smith asked for a motion to approve the proposed Final Plat of Cobblestone Lake Estates Plat 3 with the aforementioned conditions. Bormann made the motion that was seconded by G. Lee and approved unanimously by voice vote.

V. As May Arise

Harline noted that he had not forgotten about Lynn Behrns efforts to redo the City's Comprehensive Plan. Harline said he would like to see some community input. Smith suggested Behrns help with revision.

Smith asked to have the Pledge added to the agenda for the next Planning and Zoning meeting.

Guy Lee made a motion to adjourn that was seconded by Grenke and approved unanimously by voice vote. The meeting adjourned at 7:42p.m.

April 1, 2015

To Whom It May Concern:

I Darren Douglas Adams request that the City of Centralia and the Planning & Zoning to vacate the road and the right away on Southland St., approximately 900ft from east of the property line and west down Southland St.

Sincerely,

A handwritten signature in blue ink, appearing to read "Darren Douglas Adams", with a stylized flourish extending to the right.

Darren Douglas Adams

Boone County Internet Parcel Map

Prepared by the Boone County Assessor's Office, (573) 886-4262



ATTENTION!!

DISCLAIMER: READ CAREFULLY: These maps were prepared for the inventory of real property based on the utilization of deeds, plans, and/or supportive data. In addition, map files are frequently changed to reflect changes in boundaries, lot lines and other geographic features resulting from changes in ownership, development and other causes. The existence, dimension, and location of features, as well as other information, should not be relied upon for any purpose without actual field verification. The County of Boone makes no warranty of any kind concerning the completeness or accuracy of information contained on these maps and assumes no liability or responsibility for the use or reuse of these maps by persons not affiliated with Boone County. Use of these maps by any person not affiliated with Boone County constitutes agreement by the user to assume full liability and responsibility for the verification of the accuracy of information shown on these maps.

W 900' APPX E

From: Matt Harline, City Administrator
To: Planning & Zoning Commission
CC: Merritt Beck, City Attorney
Date: April 8, 2015
Re: General meeting notes



The Planning and Zoning Commission meeting.

Item III. **Request to Vacate a Portion of East Southland Street**

Darren Adams, the property owner of the remaining property in the Dan-Mar-Dale Subdivision, has requested the vacation of the eastern 900 feet of the Southland Street right-of-way. His intention is combine and split the existing lots into two large lots for the purpose of building two single family homes.

The extension of Southland Street to its eastern terminus would require construction of a bridge over the unnamed stream that heads northeast out of town. The cost to build that bridge is too expensive for any private developer to build and expect a reasonable amount of return on investment. Moreover Southland Street is not a good candidate for a collector/major residential street and any stream crossing would become a major route through the east side of town if Centralia grows that direction. City staff would not have any objections to vacating the street east of Lot 4 – Block 2 of Dan-Mar-Dale; **provided that all utility easements remained in place.**

Access to the property in question would be from an extension of Lockport Drive north from the Cobblestone Lake Estates Plat 3. The cul-de-sac would be approximately 550 – 600 feet from the intersection with Hampton Drive. The length and position of the cul-de-sac bulb is not a concern to City staff provided it is of an acceptable radius for refuse collection and emergency vehicles.

In general the Staff is not opposed to the request. However losing the potential for street connecting to the east from Cobblestone Lake Estates and Dan-Mar-Dale is a concern. The P&Z Commission is tasked with planning for the City's future growth, development by making recommendations on the land uses and the road system. Streets connecting subdivisions allow for alternate routes for emergency vehicles, promote efficient travel and reduce congestion on main collector streets like Gano Chance Road. If the property to the east of the current City Limits ever develops, and it is wise to prepare as if it will happen, having a good system of roads benefits the public welfare. For example, earlier this week, Connie Sample, the area Postmaster, was in City Hall discussing efficient mail delivery and how development affects her job.

The Commission is charged with the duty of reviewing all requests for vacation of right-of-way in Section 2-81 J. of the Centralia City Code:

Approve or disapprove submissions as provided for in Section 89.380, RSMo., as follows: No street or other public facilities, or no public utility, whether publicly or privately owned, when the location, extent and character thereof have been included in the recommendations and proposals of the Comprehensive City Plan, shall be constructed or authorized until the location, extent and character thereof have been submitted to and approved by the Commission. In case of disapproval, the Commission shall communicate its reasons to the Board of Aldermen, and the Board of Aldermen, by vote of not less than two-thirds (2/3) of the entire Board, may overrule the disapproval and, upon the overruling, the Board of Aldermen or the appropriate City Officer may proceed with the construction or authorization. The acceptance, widening, removal, extension, relocation, narrowing, vacation, abandonment, change of use, acquisition of land for, sale or lease of any street or other public facility is subject to similar submission and approval, and the failure to approve may be similarly overruled. The failure of the Commission to act within sixty (60) days after the date of official submission to it shall be deemed approval.

Staff recommends approval of the vacation of Southland Street with the condition that an alternate stub street to the east is provided connecting to Lockport Drive in either the current Dan-Mar-Dale Subdivision or the proposed Cobblestone Lake Estates Plat 3.

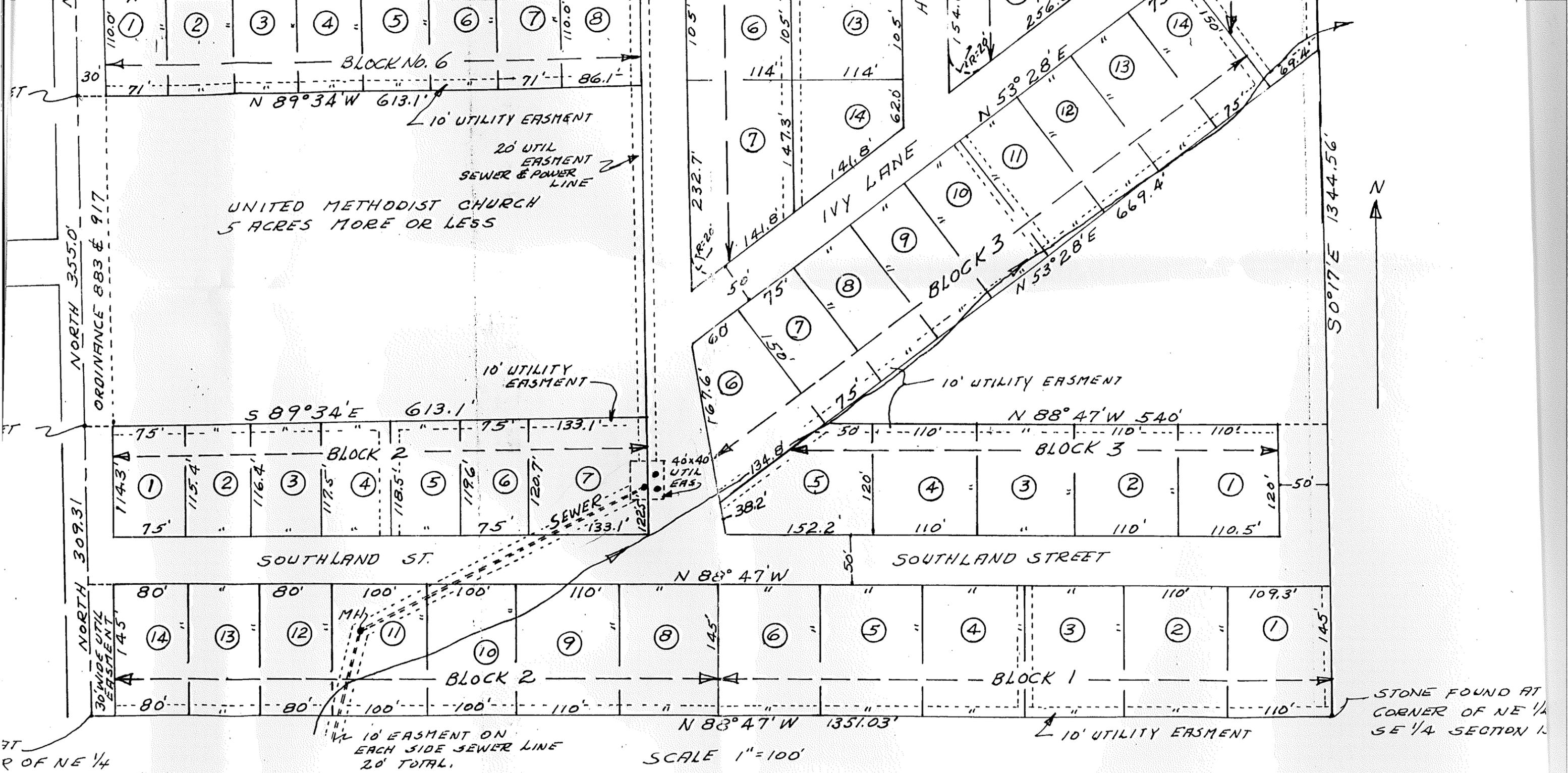
Item IV. Final Plat of Cobblestone Lake Estates Subdivision Plat 3 – Update
A separate memo is attached.

Item V. Discussion of Comprehensive Plan Update

I would like to take a different approach to the Comprehensive Plan Update than Lynn Behrns had been taking. I would like to have some public discussion including developing Subcommittees that would include P&Z members and members of the public. I'd like to hold a meeting or two each on four major topic areas:

- Land Use and Multi-modal Transportation
- Utilities, Public Works and the Environment
- Community Facilities
- Financial Resources

I would like to work with the Mayor and P&Z Chair to develop recommended participants, but I would like to encourage volunteers from the community to participate. I see the committees being 5 – 7 members with a final plan being approved by the Commission and accepted by the Board of Aldermen in time to impact the FY-2017 Budget.



PT
R OF NE 1/4
SECTION 15-51-11

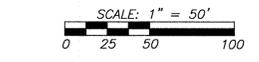
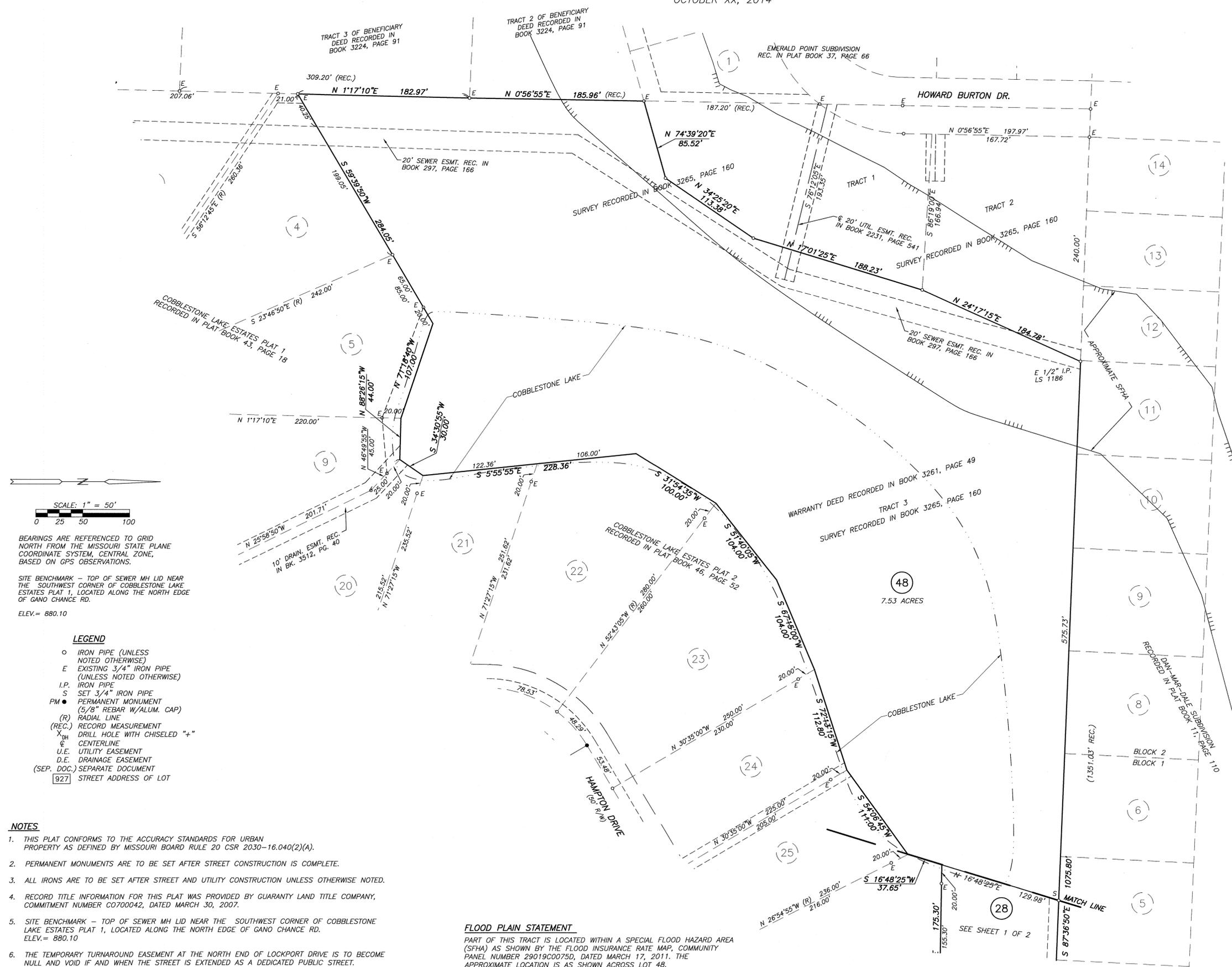
STONE FOUND AT
CORNER OF NE 1/4
SE 1/4 SECTION 15

FINAL PLAT COBBLESTONE LAKE ESTATES PLAT 3

OCTOBER XX, 2014



JOB #14207.01
 FINAL PLAT - COBBLESTONE LAKE ESTATES PLAT 3



BEARINGS ARE REFERENCED TO GRID NORTH FROM THE MISSOURI STATE PLANE COORDINATE SYSTEM, CENTRAL ZONE, BASED ON GPS OBSERVATIONS.

SITE BENCHMARK - TOP OF SEWER MH LID NEAR THE SOUTHWEST CORNER OF COBBLESTONE LAKE ESTATES PLAT 1, LOCATED ALONG THE NORTH EDGE OF GANO CHANCE RD.
 ELEV. = 880.10

- LEGEND**
- IRON PIPE (UNLESS NOTED OTHERWISE)
 - E EXISTING 3/4" IRON PIPE (UNLESS NOTED OTHERWISE)
 - I.P. IRON PIPE
 - S SET 3/4" IRON PIPE
 - PM PERMANENT MONUMENT (5/8" REBAR W/ALUM. CAP)
 - (R) RADIAL LINE
 - (REC.) RECORD MEASUREMENT
 - ⊕ DRILL HOLE WITH CHISELED "+" CENTERLINE
 - U.E. UTILITY EASEMENT
 - D.E. DRAINAGE EASEMENT (SEP. DOC.) SEPARATE DOCUMENT
 - [927] STREET ADDRESS OF LOT

- NOTES**
- THIS PLAT CONFORMS TO THE ACCURACY STANDARDS FOR URBAN PROPERTY AS DEFINED BY MISSOURI BOARD RULE 20 CSR 2030-16.040(2)(A).
 - PERMANENT MONUMENTS ARE TO BE SET AFTER STREET CONSTRUCTION IS COMPLETE.
 - ALL IRONS ARE TO BE SET AFTER STREET AND UTILITY CONSTRUCTION UNLESS OTHERWISE NOTED.
 - RECORD TITLE INFORMATION FOR THIS PLAT WAS PROVIDED BY GUARANTY LAND TITLE COMPANY, COMMITMENT NUMBER C0700042, DATED MARCH 30, 2007.
 - SITE BENCHMARK - TOP OF SEWER MH LID NEAR THE SOUTHWEST CORNER OF COBBLESTONE LAKE ESTATES PLAT 1, LOCATED ALONG THE NORTH EDGE OF GANO CHANCE RD. ELEV. = 880.10
 - THE TEMPORARY TURNAROUND EASEMENT AT THE NORTH END OF LOCKPORT DRIVE IS TO BECOME NULL AND VOID IF AND WHEN THE STREET IS EXTENDED AS A DEDICATED PUBLIC STREET.

FLOOD PLAIN STATEMENT
 PART OF THIS TRACT IS LOCATED WITHIN A SPECIAL FLOOD HAZARD AREA (SFHA) AS SHOWN BY THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NUMBER 29019C0075D, DATED MARCH 17, 2011. THE APPROXIMATE LOCATION IS AS SHOWN ACROSS LOT 48.

I HEREBY CERTIFY THAT I SURVEYED THE DESCRIBED PROPERTY AND SUBDIVIDED IT AS SHOWN ON THIS PLAT IN ACCORDANCE WITH THE CURRENT MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS.

SURVEY AND PLAT BY
 ALLSTATE CONSULTANTS

STATE OF MISSOURI
 JAMES R. JEFFRIES
 NUMBER LS-2538
 10/29/14
 DATE
 PLS-2500

From: Matt Harline, City Administrator

To: Planning & Zoning Commission

**CC: Designed Innovations LLC
Merritt Beck, City Attorney**

Date: April 8, 2015



Re: Update On Recommendations From The Planning And Zoning Commission Meeting Of Thursday, November 13, 2014 At 7:00 Pm

The Planning and Zoning Commission reviewed the Final Plat of Cobblestone Lake Estates Plat 3 at their meeting on November 13, 2014. The Commission felt that Plat 3 largely followed the design of the Preliminary Plat of the entire Cobblestone Lake Estates development submitted in 2008. After lengthy discussion the Commission recommended approval of the plat with six amendments. Further discussion took place at regular meeting of the Board of Aldermen on Monday, November 17, 2014. The Board determined that before final approval of the plat could be given, six final items will need to be addressed. These items were conveyed to Designed Innovations in a memo very similar to this one that was dated December 9, 2015.

The status if these items is show in bold italics below.

1. The final version of Plat 3 shall specifically note that Lot 48 is common area, specifically a "perpetual lake easement" that is described as the "Lake Easement" in Paragraph 45 and further as the Lake Area in Paragraph 46 on Pages 17 – 20 of the Declaration of Covenants recorded on July 6, 2009, in Book 3517, Page 63 of the Records of Boone County, Missouri and shall remain in the ownership of the Cobblestone Lake Estates Homeowner's Association.

Designed Innovations, LLC (DI) is in the process of incorporating the homeowner's association and getting the organization legally established.

2. ~~The Covenants of the Association under Paragraph 43 shall be edited to reflect that Lot 48 was platted in November of 2014 to make certain that there is no confusion about the identity of the 'Common Area Lot' described in the Definitions in article/section 1. (no longer applicable)~~

The recognition of the homeowner's association by the State of Missouri and the filing of this Plat when approved will accomplish the essence of this requirement.

3. The final version of Plat 3 shall reflect that the Chairman of the Planning and Zoning Commission for the City of Centralia, Missouri at the time of approval is Lee Allen Smith and the City Clerk is Heather Russell.

Edits have been made.

4. The final version of Plat 3 shall show the drainage easement between Lots 37 and 38 as a 20' (twenty foot) easement instead of the 16' shown on the version submitted.

A twenty (20) foot easement is shown on the edited plat.

5. The final version of Plat 3 shall show a 10' (ten foot) utility easement along the northern edge of Lot 29. An additional 10' (ten foot) wide utility easement from the adjoining property to the north shall be provided as well to allow for a standard 20' utility easement.

A ten (10) foot easement already exists on the recorded plat of the Dan-Mar-Dale Subdivision.

6. A temporary turnaround bulb shall be constructed on the adjoining property to the north of the subdivision property at the northern terminus of Lockport Drive to the same specifications as the previous turnaround used in Plat 2. The owner of the property to the north is also involved in the group that owns the property under review in this plat so we do not think this an overly burdensome.

The City does not yet have a copy of a version of Plat3 that shows the turnaround, but the current plans are to build a permanent cul-de-sac bulb with adequate turning circle.

In addition to these items noted during the meeting, The City Attorney and City Administrator noted these minor edits that should be made:

- The Plat document refers in several places to Plat Book 43 Page 18, but it is actually Plat Book 43 Page 19. This needs to be fixed in each place including in the legal description or Certification.
- The directions on the map (picture) part of the Plat starting at the northwest corner of lot 27 and heading north incorrectly labels that line S and E when N and W are the correct directions. These should be fixed on the map/picture.
- In the legal description or Certification there appears to be one place where a direction may need to be fixed as well.
- The Cobblestone Lake Estates Neighborhood Association that is described in Paragraph 39 of the Covenants recorded in 2009 was required to be formed and incorporated in the State of Missouri by December 31, 2012 in Paragraph 47 of the Covenants. During a search of the Secretary of State's web site the City could not find proof that this Association has been incorporated. Proof of this incorporation needs to be provided to the City.

The typographical changes have been or will be made. The association is being formed. In addition, the payment of escrow on the construction of Gano Chance seems to be on schedule. 23 lots have paid in \$10,028.