

## **AGENDA**

### **CITY OF CENTRALIA, MISSOURI**

#### **Planning and Zoning Commission**

**Thursday, June 1, 2017**

**6:00 P.M.**

**City Hall Council Chambers**

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes of Previous Meetings – *April 20, 2017*
- IV. Amending Section 31-42 of the Centralia City Code, to Allow for Construction of a Replacement Sign in the B-T Planned Trailer Court District of the City of Centralia, Missouri.
  - A. Public Hearing
  - B. Commission Recommendation
- V. Inquiry About Placing a Telecommunications Tower on Singleton Street.
- VI. Inquiry About A Possible Zoning Change on North Columbia Street.
- VII. As May Arise.
- VIII. Adjourn

**From: Matt Harline, City Administrator**  
**To: Planning & Zoning Commission**  
**CC: Charles Thompson, City Attorney**  
**Date: June 1, 2017**  
**Re: General Meeting Notes**



**Item IV. Amending Section 31-42 of the Centralia City Code, to Allow for Construction of a Replacement Sign in the B-T Planned Trailer Court District.**

The new owners of the Trailer Court on MO HWY 22 would like to erect a new sign. The Centralia City Code for zoning district B-T specify that a sign can be put up as part of the plan. As this is essentially a planned district, changes to that plan need to follow the existing law. Currently the Code requires a change to the original plan. This language has not changed since the original ordinance was adopted in 1961. Unfortunately the language gives no option for making a minor amendment like installing a larger sign, and there is no record in the City's file of there ever being a sign in the original plan or any amendment, that I can find. The previous sign has been removed and a new sign in a similar place has been requested.

**Section 31-42 Use regulations.** [Ord. No. 738 § 13, 1-9-1961; Ord. No. 2302 § 1, 6-21-2004]

In District "B-T", no building, structure, land or premises shall be used, and no building or structure shall be erected, constructed, reconstructed or altered, except in conformance with the final development plan and except for the following uses:

A. For use as a trailer court (sometimes referred to as a mobile home court) upon which two (2) or more mobile homes or manufactured homes occupied for dwelling or sleeping purposes are located, regardless of whether or not a charge is made for such accommodation. Any mobile home or manufactured home placed after June 21, 2004, in such a trailer court shall have been built after December 31, 1983.

B. Accessory uses customarily incident to the above use; **provided, that there shall be no billboards and that there shall be only one (1) sign showing the name of the place of business and the service offered there.** Such sign or structure shall be of permanent construction and the design shall be submitted as a part of the preliminary and final development plan.

Notice of the Public hearing was advertised in the Centralia Fireside Guard on Wednesday, April 26<sup>th</sup>. We have received no comments specifically in favor or opposed to the proposal, although owner of the mobile home court is interested in moving forward with installing the sign as soon as possible. City staff has approved the sign permit, pending the adoption of language in our Zoning Code allowing for it to be constructed.

**Staff recommendation:** Staff recommends that an amendment be made to the Code allowing for a new sign to be erected in B-T Planned Trailer Court District. If after the public hearing the Commission agrees a motion could be made to **"Request staff draft an ordinance using the language proposed at this meeting to allow for construction of a replacement sign in the B-T Planned Trailer Court District to be considered for adoptions by the City Board of**

**Aldermen at their next meeting.”**

**Item V. Inquiry about Placing a Telecommunications Tower on Singleton Street.**

A request about building a “utility pole” style telecommunications tower with microwave antennae Mobilite, similar to the application sent last fall. I forwarded the email string between myself and the representative from Mobilite. I believe the application is better, but I do not think that the City should allow the applicant to skirt the Conditional Use Permit process. Our attorneys have looked at the discussion and believe that we do have some remaining authority specifically to require the following subsections of 31-44.1: D. 2. a. and c., D. 8., 9. and 10., and E. 1. 2. 3. and 4. We can also use the CUP application information contained in Section 31-65 of the code.

Another option would be to request/require Mobilite to simply attach their apparatus to an existing street light pole, and I believe that they are willing to look at this, but it is not their preference. Electric Foreman Jeff Armontrout is skeptical about allowing them on electric poles, and the closest pole to the location that they desire is an electric pole, but we have not discussed street light poles. The City of Columbia is pursuing this strategy of forcing them to attach to existing street light poles. MPUA has been fighting language that would give telecommunications providers access by right to our poles for attaching such structures.

## **Minutes of the City of Centralia, Missouri Planning and Zoning Commission Meeting of Thursday, April 20, 2017.**

The meeting was called to order at 6:00 p.m.

ROLL CALL – Commissioners Present: LeeAllen Smith (Chair), Don Bagley, Harvey Million, Dale Hughes, Mayor Tim Grenke, Alderman Jim Lee and Street Foreman, Phil Hoffman, Absent: Alderman David Wilkins – one vacancy (a quorum was present). Also present were City Attorney Charles Thompson, City Administrator Matt Harline, Brice Gibler, Darren Adams, Don Bormann and James Smith of the Fireside Guard.

### Pledge of Allegiance

Chairman Smith led those present in reciting the Pledge of Allegiance.

### Minutes

Minutes from the previous meeting (October 27, 2016) were presented to the Commission. **Hughes made a motion to approve the minutes as amended. The motion was seconded by Jim Lee and approved by unanimous voice vote.**

### Amending Section 31-27 B and 31-29, of the Centralia City Code, to add Self-service Storage Facilities as a conditional use in B-2 Highway Business and as permitted use in M-1 Industrial Districts in the City of Centralia, Missouri.

Harline said that the purpose of this is to decide where the proper place for self-service storage in the City of Centralia should be, it is not explicitly stated in the City Code.

Public Hearing: **Chairman Smith opened the public hearing.** No one came forward. Harline read from the City Code for the record from Section 31-27 B the subsections applicable

*24. Storage in bulk of, or warehouse for, such materials as clothing, drugs, dry goods, food, furniture, glass, groceries, hardware, household goods, liquor, lubricating oil, millinery, paints, paint materials, pipe, rubber, shop supplies, tobacco, turpentine, varnish and wines, all when incidental to sale at retail on the premises...*

*28. Any retail business or use of a similar character to those listed above and not included in District "B-1"; provided, that such use is not noxious or offensive by reason of vibration, noise, odor, dust, smoke or gas.*

Harline added that there is already an existing allowed use for storage and warehousing. Harline noted that there are at least four existing uses that would be considered legal non-conforming uses. Harline said that the staff would be happy with either choice, permitted or conditional use in B-2, but he would like it clarified in the City Code.

Bormann asked if Kenny Coolley had been granted a conditional use permit for his storage units on Switzler and Harline replied that those were in M-1 as were the ones owned by Grimes who had added units.

**Smith closed the public hearing.**

Lee asked what the zoning currently was at the entrances to town. Harline replied that it was a mixture and displayed the zoning map for the Commission to see. Harline noted the B-2 and M-1 on the northwest, and mixed on the east and residential to the south. Harline noted that they

had driven through Southern Illinois and saw a prominent example of self-storage in one small town and it was okay. Harline said that it might be considered a good thing to maintain attractive entrances to town. Harline restated the choice of the Commission. **Lee made a motion to recommend that the Board of Aldermen add “Self-service Storage” as a conditional use in B-2 Highway Business Zoning district and as a permitted use in M-1 Industrial Zoning District. Hoffman seconded the motion and it was approved by unanimous voice vote.**

Request to Vacate and Easement South of West Singleton Street between South Columbia Street and the COLT RR Right of Way

Smith asked for a staff report. Harline said that the City had received a request from the property owner to the south to vacate this right of way and declare the property surplus to the north of the easement to allow for development of 420 West Singleton. Harline noted that the right of way was no longer useful as a street and the plans to have a train depot for the dinner train on that property had been abandoned. Harline noted that the City had been asked to move the power line and that was cost prohibitive and would require cooperation from the other utilities as well. Harline noted that there were two decisions; vacating the easement – with possibly giving both halves to the adjacent property owner to the south and declaring a portion of the sliver of City property surplus and available for transfer. Harline showed the other utilities on the property.

Bormann spoke for the applicant (Boyd Harris) and said that they were in the process of getting the area surveyed. Bormann noted that the sidewalk was not in the 80 foot right of way for Singleton Street and was in fact on the sliver of land owned by the City and they were not interested in the sidewalk or the steep bank. Bormann noted that additional survey work needed to be done to define the easement to be vacated and sliver of land to be declared surplus.

Lee asked if Boyd had a specific project in mind to which Bormann replied that he wanted to build one or two houses. Bormann noted that between the sewer line through the middle of the property and the water line and the power line that it might be difficult to get two houses on the property. Bormann asked and Harline confirmed that the property was zoned R-3. Bormann noted that Harris could build a four-plex but did not want to do that.

Bormann said that the owners would work with the City to come up with a reasonable description of what parcel of land they owner would like to have declared surplus. Hoffman noted that there was also some fiber optic lines in there along the sidewalk on Singleton. Bormann noted that Columbia Street was actually a fifty-foot easement, but how it got that width is not exactly clear; there is not vacation of right of way.

**Hughes made a motion to vacate the right-of-way easement south of West Singleton Street between South Columbia Street and the COLT RR right-of-way with all of the easement being given to the adjacent to the property at 420 West Singleton Street. Bagley seconded the motion and it was approved by unanimous voice vote.**

Request to vacate street easement south of East Southgate Street between Fullenwider Street and the alley parallel and between Fullenwider Street and North Columbia Street.

Harline reported that the city had a right of way easement that exceeds the City’s needs. Harline stated that if a line parallel to the centerline and thirty feet to the south of Southgate were retained, a trapezoidal section could be vacated. Harline noted that there is very little use in using that right of way because of the constriction in the current right of way to the west and the fact that widening the road and adding additional traffic to Hwy 124 at the intersection with Southgate would not be a good idea. Harline said that he would contact the property owner to the north about the proposed

vacation of right of way. Harline noted that there was not any rational for giving away right of way to the North of Southgate. Harline said that a representative of the property owner was present.

Darren Adams spoke in favor of the proposal stating that it actually didn't allow any more buildings as they had four lots, but they could face two lots onto Southgate and make it more aesthetically pleasing. Adams added that the right of way was of little use to the City. Adams stated that the easement to the east is sixty feet. Harline said that the right of way expanded to 80 feet according to the Assessor's map. Harline reviewed on the map displayed the alignment of the right of way. Harline explained that without the vacated easement the house would have to be set back much farther and the driveway would have to be built to the street. Bagley noted that there was no legal argument for vacating any land to the north and Harline agreed. Bormann also agreed that there was excess right of way. **Lee made a motion to vacate a portion of the right-of-way easement for Southgate Street that is 30 feet from the center of the existing roadway and parallel to the existing street along the land immediately adjacent to the parcel owned by Mr. and Mrs. Torreyson at 424 North Fullenwider Street. Hughes seconded the motion and it was approved by unanimous voice vote.**

The dedicated right-of-way easement is an irregular shape that is approximately 100 feet across at the northwest corner of the Torreysons' property. The right-of-way to the west for Southgate is 50 feet or less, with the street shifted to the south of the dedicated right-of-way. To the east the right-of-way expands to 80 feet in width from a point east of Columbia Street all the way to Jefferson St. The likelihood of obtaining the necessary right-of-way for a full 60 foot width west of the site for the purpose of widening Southgate Street is slim, and even less that we could secure a full 80 foot easement. It is doubtful that this would ever be a high priority.

#### Signs in "B-T" Planned Trailer Court District

Harline noted that the current ordinance made no allowance for building a new sign in a Planned Trailer Court District. Harline said that this proposal would have to be noticed and go through a public hearing process. Thompson noted that the original plat which would be the equivalent of the plan made no allowance for the sign and the current code made no allowance for a new sign outside of adopting a new plan. Bormann asked why they didn't just submit a new plan. Harline and Thompson noted in answer to questions that redoing the plan would be the equivalent of a rezoning and would require substantial work from the owner.

**Bagley made a motion that the Board of Aldermen to hold a hearing to address the issue of allowing for constructing a new sign in the "B-T" Planned Trailer Court District. Million seconded the motion and it was approved by unanimous voice vote.**

#### Comprehensive Plan Update

Harline made a quick report about the Comprehensive Plan noting that over 400 surveys has been received and the next step would be to reconvene the complete committee and then bring it to the Planning and Zoning Commission. Harline suggested wrapping up the surveys around May 8<sup>th</sup>.

#### As May Arise

Harline asked how many of the members could make a May 11 meeting and most indicated that they could.

Adjourn

**Bagley made a motion to adjourn that was seconded by Hoffman and approved unanimously by voice vote.** The meeting adjourned at 7:20 p.m.

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**Section 31-42 Use regulations.**

[Ord. No. 738 § 13, 1-9-1961; Ord. No. 2302 § 1, 6-21-2004]

In District "B-T", no building, structure, land or premises shall be used, and no building or structure shall be erected, constructed, reconstructed or altered, except in conformance with the final development plan and except for the following uses:

**A.**

For use as a trailer court (sometimes referred to as a mobile home court) upon which two (2) or more mobile homes or manufactured homes occupied for dwelling or sleeping purposes are located, regardless of whether or not a charge is made for such accommodation. Any mobile home or manufactured home placed after June 21, 2004, in such a trailer court shall have been built after December 31, 1983.

**B.**

Accessory uses customarily incident to the above use; provided, that there shall be no billboards and that there shall be only one (1) sign showing the name of the place of business and the service offered there. Such sign or structure shall be of permanent construction and the design shall be submitted as a part of the preliminary and final development plan. **The original sign or its replacement may be replaced with one sign provided it meets all additional requirements of the Centralia City Code.**

**Section 31-43 Height, yard and area regulations.**

[Ord. No. 738 § 13, 1-9-1961]

In a District "B-T", the height of buildings and the minimum dimensions of trailer spaces, parking areas and open spaces shall be as follows:

**A.**

*Height.* No building, **sign** or trailer erected, structurally altered, placed or parked shall exceed two (2) stories or twenty (20) feet in height.

**B.**

*Rear Yard.* The depth of the rear yard shall be not less than thirty percent (30%) of the depth of the lot; provided, such depth need not be more than a total of twenty (20) feet.

**C.**

*Front Yard.* There shall be a front yard not less than twenty (20) feet in depth.

**D.**

*Side Yards.* There shall be a side yard on the side of the lot where driveway space is provided of not less than fifteen (15) feet, and on the opposite side of not less than three (3) feet. On lots where the abutting property is in District "R-1", "R-2", "B-1" or "B-2", the opposite side yard shall be not less than ten (10) feet. On corner lots in a District "B-T", the opposite side yard shall be not less than five (5) feet.

**E.**

*Vision Clearance.* On any corner lot no wall, fence, sign or other structure, or no plant growth of a type which would interfere with traffic visibility across the corner, shall be permitted or maintained higher than three (3) feet above the median line street level within fifteen (15) feet of the intersection of the street right-of-way lines.

**F.**

*Drives.* Each lot shall be equipped with a drive not less than ten (10) feet in width, so that the vehicles in the area may be removed from the street to a point at least as far back as the front of the structure on the lot, and all drives shall be on the same side of the lots throughout the entire district.

(1) Display Ad  
2 columns by about 3"  
Run once on April 26, 2017

NOTICE OF PUBLIC HEARING  
REGARDING AMENDING ZONING CODES – SIGNS IN B-T PLANNED TRAILER  
COURT DISTRICT

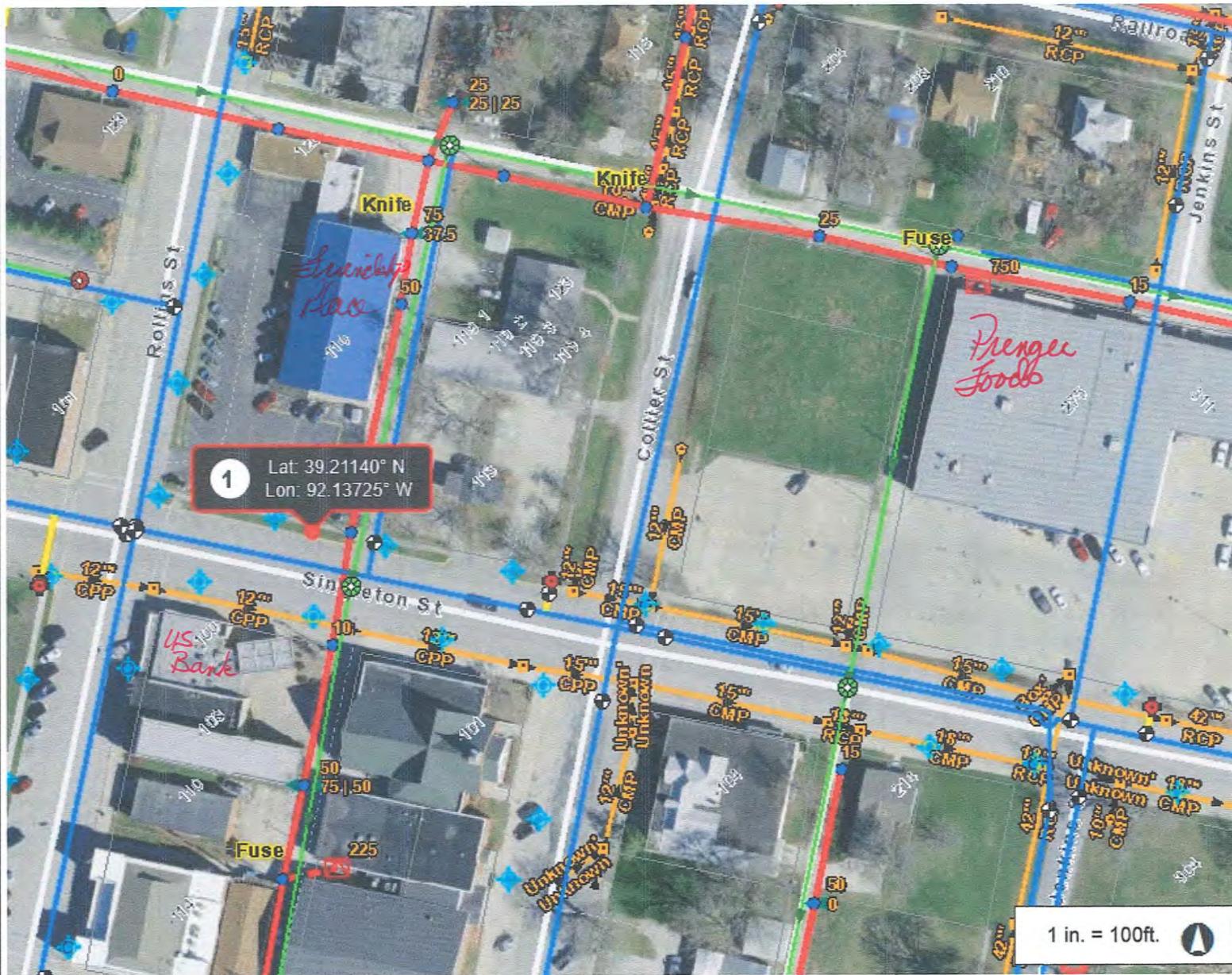
A Public Hearing will be held before the Centralia Planning and Zoning Commission during its meeting beginning at 6:00 p.m. on Thursday, May 11, 2017 in the City Hall Council Chambers, 114 S. Rollins, Centralia, Missouri 65240.

A second Public Hearing will be held at the same location before the Centralia Board of Aldermen during its regular meeting at 7:00 p.m. on Monday, May 15, 2017.

The purpose of this hearing will be to receive public comment on a proposal to amend the Centralia City Code, Section 31-42, regarding construction of signs in B-T PLANNED TRAILER COURT DISTRICT.

Further information on the proposal is available at the office of the City Administrator, Centralia City Hall. Comments will be received at the hearings or in writing at the City Administrator's Office during regular business hours until 5:00 p.m., Thursday, Thursday, May 11, 2017 for the Planning and Zoning Commission meeting and 5:00 p.m. Monday, May 15, 2017 for the meeting of the Board of Aldermen

# Centralia, MO



## Legend

- Edit Cemetery Space
- Manhole**
- Other
- Manhole
- Flush Tank
- Lamp Hole
- Lift Station
- Gravity Main
- Force Main
- Lagoon
- Fire Hydrant
- Water Valve
- Network Structure
- Water Main
- Water Lateral Line
- Street Light Stand Alone
- Street Light-Primary Pole
- Power Pole**
- <all other values>
- Ameren
- CPL
- Century Link
- Ground Feature**
- Cab
- J-Box
- Pad Mount

## Notes

200.0 0 100.00 200.0 Feet

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION