

# AGENDA

**CITY OF CENTRALIA, MISSOURI**  
**Planning and Zoning Commission**  
**Thursday, October 26, 2017**  
**6:00 P.M.**  
**City Hall Council Chambers**

- I. Roll Call
- II. Pledge of Allegiance
- III. Approval of Minutes of Previous Meetings – *October 5, 2017*
- IV. Request for a Conditional Use Permit for Warehouse Use (Self-Service Storage Facility) at 425 N. Collier St.
  - A. Public Hearing
  - B. Commission Decision
- V. AS MAY ARISE
- VI. ADJOURN

## **Minutes of the City of Centralia, Missouri Planning and Zoning Commission Meeting of Thursday, October 5, 2017.**

The meeting was called to order at 6:00 p.m. by Chairman, LeeAllen Smith presiding.

ROLL CALL – Commissioners Present: LeeAllen Smith (Chair), Don Bagley (Vice-Chair), Mayor Tim Grenke, Robert Hudson, Dale Hughes, Harvey Million, David Wilkins and Street Foreman, Phil Hoffman. Also present were City Administrator Matt Harline, and James Smith of the Centralia Fireside Guard. Absent: Alderman Jim Lee.

### Pledge of Allegiance

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

### Minutes

Minutes from the previous meeting (September 7, 2017) were presented to the Commission. **Bagley made a motion to approve the minutes as submitted. The motion was seconded by Wilkins and approved by unanimous voice vote.**

### Amendments Section 31-44.1 of the Centralia City Code concerning Wireless Tele-communication Towers in the City of Centralia

Public Hearing: Smith opened the public hearing for comment. No one from the public approached. Harline noted the City Code required any proposed changes in the Zoning Code had to be reviewed in public hearing by the Planning & Zoning Commission and advertised in the Centralia Fireside Guard. Harline noted that a notice was published in the Guard on September 20<sup>th</sup> advertising this hearing and the subsequent hearing before the Board of Aldermen on October 16<sup>th</sup>. Harline said this was largely the same as discussed at the P&Z meeting last month and noted that a detailed memo had been sent out that noted what those differences were. Million asked what the differences are in the new draft. Harline replied that this version adds the requirement that if a conditional use permit is needed than the applications for the telecommunications tower must go through the Board of Aldermen in addition to the Planning and Zoning Commission. Bagley asked if this keeps them out of certain zoning districts. Harline said we cannot outright ban them, but with this ordinance we would could hold them to our zoning codes, for example the height restriction in R-1 is 35 feet. Seeing no other comments Smith closed the public hearing.

Smith said that this is largely the same as last time when we made a recommendation. Harline explained that the ordinance has the change explained and is ready for the Commission's recommendation to the Board of Aldermen. **Million made a motion that the ordinance presented to the Planning and Zoning Commission tonight be sent to the Centralia Board of Alderman with a recommendation to pass it essentially as written. The motion was seconded by Wilkins. Voting in favor: Smith, Bagley, Grenke, Hudson, Hughes, Million, Wilkins and Hoffman. Opposed: None. The motion passes.**

### As May Arise

Harline reported that he had spoken several times with the Regional Planning Commission Staff and the Comprehensive Plan is still in progress. Smith asked for an estimated time when the Commission would see it. Harline said he felt confident that it would be ready by Thanksgiving. Harline noted that it had been set back by a CDBG project.

### Adjourn

**Wilkins made a motion to adjourn that was seconded by Hughes and approved unanimously by voice vote.** The meeting adjourned at 6:08 p.m.

**From: Matt Harline, City Administrator**  
**To: Planning & Zoning Commission**  
**CC: Charles Thompson, City Attorney**  
**Date: October 26, 2017**  
**Re: General Meeting Notes**



**Item IV – Request for a Conditional Use Permit for Self-Service Storage Facility at 425 N. Collier St.**

The applicant, Anchor City Storage, LLC, proposes to construct and operate a self-service storage facility on the property just east of the former Forrest Chevrolet car dealership and current auto storage garage. This property is in the B-2 Highway Commercial District. The applicants have not yet submitted plans for the construction but they plan to have them for the meeting. They have contracts to purchase the existing building at the Southwest corner of Southgate and Collier (425 N. Collier), as well as the property to the south, all the way south to Switzler. They plan to use the existing building as a small office building with several storage units to the south.

- Currently the property to the East is used to store privately owned vehicles.
- The block to the South (across Switzler) is Zoned M-1 (Industrial) and includes an automobile repair shop and a self-service storage facility.
- The properties on the block to the East includes an abandoned automobile repair shop, a storage building a vacant parcel and a car wash.
- The City Cemetery is located on the property to the North.

The Commission recently sent a proposal to the Board of Aldermen, which was adopted into the City Zoning Code, to clarify that self-service storage facilities should be listed as a Conditional Use in B-2 and a permitted use in M-1 zoning districts in Centralia. The applicants originally proposed a similar project on Highway 22 east of the current Forrest Chevrolet. They withdrew that request and have now submitted a new application.

With the Conditional Use Permit process, the Commission is allowed to consider the following criteria under Section 31-27 B:

In addition to other information required to be submitted as a part of the application for issuance of a conditional use permit as provided in Section 31-65, an applicant for a conditional use permit in District "B-2" shall submit plans or information concerning the operation of the proposed use, including:

- a. Number of employees.
- b. Sufficiency of and site location of parking, fencing, storage and handling of materials and products,
- c. Method and frequency of shipping operations,

- d. Generation and emission of noise, vibrations, odors, dust, smoke, gases, or other effects of operations which may be noxious, unwholesome, unhealthy or offensive, and
- e. Exterior appearance of all structures, fences and the site.

Limitations relating to the above listed items may be made a part of any stipulated conditions, if a conditional use permit is granted

The Commission for any Conditional Use shall consider the following:

The Planning and Zoning Commission or the Board of Adjustment shall grant or deny an application for issuance of a conditional use permit and may grant a conditional use permit with stipulated conditions deemed necessary to carry out the provisions and intent of this Chapter, after giving due consideration and regard to the following standards:

- a. The proposed conditional use is in compliance with all provisions of the applicable zoning district.
- b. The proposed conditional use will be in conformance with the character of the adjacent area within the same zoning district in which it is located. In making such a determination, consideration may be given to the location, type and height of buildings or structures and the type and extent of landscaping and screening on the site.
- c. Off-street parking and loading areas, if applicable, are provided in accordance with the applicable standards set forth in the Sections that are in Article XIV of this Chapter.
- d. Adequate utilities, drainage, and other such facilities are provided.
- e. Adequate access is provided and is designed to prevent traffic hazards and minimize traffic congestion.
- f. The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- g. The conditional use will not be injurious to the use and enjoyment of other property in the adjacent area for the purposes already permitted nor substantially diminish and impair property values within the adjacent area.
- h. The establishment of the conditional use will not impede the normal and orderly development and improvement of property in the adjacent area for uses permitted in the applicable zoning district.

Notice of the Public hearing was advertised in the Centralia Fireside Guard on Wednesday, April 26th. A sign was placed on site and all property owners within 185 feet have been notified. As of the writing of this memo, no written comment had been received. I had had inquiry from Mr. Randolph without objection.

After the public hearing and discussion by the Commission considering the proposal a motion in support should be made something:

**I move that the request for a Conditional Use Permit for a Self-Storage facility at 425 N. Collier Street be approved and that the City Administrator draft a notice to that effect.**

If they feel that there is a need for additional screening, height restrictions on signage or other restrictions are necessary and reasonable they could add a phrase that begins...

***“with the following conditions or restrictions”:***

If any Commissioner believes that the proposal described in the motion is not congruous with the surrounding area, or that a full rezoning to M-1 (Industrial) with all the other uses that go along with that rezoning and with the required additional process, or for some other use more appropriate, then that Commissioner should vote “nay”, those in favor of the proposal should vote, “aye.” If a written objection is received by the Commission on the form available at the meeting, or if the Commission votes against the proposal, the applicant may withdraw the application, amend and resubmit the application, or appeal the decision to the Board of Adjustment.

DATE RECEIVED: \_\_\_\_\_



**APPLICATION FOR CONDITIONAL USE PERMIT  
TO CENTRALIA PLANNING AND ZONING COMMISSION**

**APPLICANT:**

NAME: Anchor City Properties (Michelle, Nelson & Brice Gibler)  
ADDRESS: 13,000 Route D, Centralia, MO 65240  
PHONE #: (573) 819-6240

**ALL PROPERTY OWNERS (If Different From Applicant):**

NAME: Forrest Properties selling the 2 parcels to Anchor City Properties on or before 11-6-2017.  
ADDRESS: Phillip + Deborah Crump on or before 11-26-17  
PHONE #: \_\_\_\_\_

**REQUESTED CONDITIONAL USE:**

Requesting Conditional Use Permit to construct self-service storage units on 2 parcels in B2 zone.  
Permit request includes two vacant parcels east of the former Forrest Chevrolet garage.  
The professional services of architect Steve Nuhn have been secured to declare use of land, approve composition of materials, and provide a design of the layout of buildings.

**SITE FOR REQUESTED CONDITIONAL USE:**

STREET ADDRESS: 400 N Rollins & adjacent parcel to the south  
LEGAL DESCRIPTION:  
Parcel #1: 400 North Rollins, Centralia OT BLK 3, LOTS 3 & 4, 04-219-00-01-013.00 01  
Parcel #2: (adjacent to above parcel) Centralia OT BLK 3, LOTS 5,6,7,8, 04-219-00-01-012.00 01  
Parcel #3 04-219-00-01-013-0101 (425 N Collier St)

**CURRENT ZONE DISTRICT OF SITE: B2**

**ATTACH SITE PLAN AND SPECIAL LICENSES, EXHIBITS OR ANY OTHER EVIDENCE THAT IS APPROPRIATE (SEE SECTION 31-65C(11) OF THE CITY CODE FOR STANDARDS USED IN ASSESSMENT FOR CONDITIONAL USE PERMIT).**

APPLICANT SIGNATURE: Brice Gibler DATE: OCT 6, 2017

## NOTICE OF PUBLIC HEARING

A Public Hearing will be held before the Centralia Planning and Zoning Commission beginning at 6:00 p.m., Thursday, October 26, 2017 in the City Hall Council Chambers, 114 South Rollins, Centralia, Missouri 65240.

The purpose of this hearing will be to receive public comment on a request by for a conditional use permit to **construct and operate a Warehouse use – specifically a Self-service storage facility**, at 425 N. Collier, Centralia, Missouri 65240, indicated by a star on the map below:

