

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



MEETING AGENDA AND PACKET

PLANNING AND ZONING COMMISSION

Regular Meeting

June 28, 2011

7:00 PM-Willard City Hall

224 W. Jackson Street

PLANNING AND ZONING MEMBERS

Mayor Tom Keltner
Aldermen Cyndi Trapp
City Clerk Dale Duvall
Charles Gugel
Lucille Murray
Valorie Simpson
Robert Taylor

Randy Brown, Director of Development

www.cityofwillard.org

CITY OF WILLARD
PLANNING AND ZONING
REGULAR MEETING
June 28, 2011
7:00 P.M.

Notice posted on June 23, 2011

Notice is hereby given that the City of Willard, Planning and Zoning will conduct a regular meeting at 7:00 p.m., June 28, 2011, at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:

CALL THE MEETING TO ORDER

1. Roll Call
2. Amendments to Agenda/Approval of Agenda
3. Approval of minutes from the special meeting on December 7, 2010.
4. Approval of the preliminary plat for Freedom Bank
5. Adjourn Meeting

REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:

Dale Duvall
224 West Jackson
P O Box 187
Willard, MO 65781

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS.

Dale Duvall, City Clerk

CITY OF WILLARD
PLANNING AND ZONING
SPECIAL MEETING
December 7, 2010
7:00 P.M.

Board present: Charlie Gugel, Valorie Simpson, Lucille Murray, Pat Lloyd and City Clerk, Dale Duvall. Mayor Jamie Schoolcraft and Robert Taylor were not present.

Staff present: Director of Development, Randy Brown; City Clerk, Dale Duvall; Deputy City Clerk, Kendra Adams and City Attorney, Sativa Boatman-Sloan.

Guest present: None

Chairman, Valorie Simpson called the meeting to order.

Roll Call

City Clerk, Dale Duvall called roll call: Lucille Murray-present; Charlie Gugel-present; Valorie Simpson-present; Pat Lloyd-present; Mayor Schoolcraft----; Robert Taylor ----; Dale Duvall-present.

PUBLIC HEARING TO CONSIDER AND RECOMMEND TO THE BOARD OF ALDERMEN, CHANGES TO THE CITY OF WILLARD MUNICIPAL CODE BOOK, TITLE IV, LAND USE, CHAPTER 400: LAND DEVELOPMENT REGULATIONS

Attorney Sativa Boatman Sloan opened the public hearing.

There were no public comments.

Attorney Sativa Boatman Sloan closed the public hearing.

PUBLIC HEARING TO CONSIDER AND RECOMMEND TO THE BOARD OF ALDERMEN, THE ZONING CLASSIFICATION FOR THE ANNEXED LAND OWNED BY WILLARD R-II SCHOOL DISTRICT TO BE USED FOR A TRANSITION HOUSE.

Attorney Sativa Boatman Sloan opened the public hearing.

There were no public comments.

Attorney Sativa Boatman Sloan closed the public hearing.

Agenda Amendments/Approval of Agenda

Motion by Lucille Murray with a second by Dale Duvall to approve the agenda. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

Approve the Minutes of the Regular Meeting on November 23, 2010

Valorie Simpson asked that the minutes be changed to read that the conditional use permit operating hours would be 6am-6pm. **Motion** made by Dale Duvall with a second made by Valorie Simpson to approve the minutes with the above noted change. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Abstained; Mayor

Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. Four votes aye. One abstention due to absence. Motion carried.

Discussion/Recommendations of the rezoning request from Willard R-II School

District. Randy Brown spoke to the members explaining that the land that was annexed recently needed to be assigned a zoning district per the code book. The School was requesting that the zoning be changed to R-1. **Motion** by Lucille Murray with a second by Dale Duvall to approve the rezoning to R-1. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

Discussion/Recommendations of the proposed ordinance changes:

a. Land Development Regulations Ordinance #121228. Valorie Simpson and Pat Lloyd asked for and received clarification from Randy Brown and Dale Duvall on some of the changes that were proposed in the ordinance. **Motion** made by Dale Duvall with a second by Valorie Simpson to recommend to the BOA the changes to the ordinance with a change in section 400.600 to read "the Board of Aldermen if there is not City Administrator." Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

b. Signs Ordinance #121228A. Motion made to table this item to be able to look at other cities ordinances relating to signs and bring suggestions back to planning and zoning,. **Motion** made by Dale Duvall with a second by Valorie Simpson to table the item. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

c. Park/Recreational Development, Dedication or Fee In Lieu Of Ordinance #121228B. **Motion** made by Lucille Murray with a second by Pat Lloyd to table this ordinance to look at what other cities are doing in regards to commercial and residential land development in relation to park land.. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

d. Floodplain Management Ordinance #121228C. **Motion** made by Pat Lloyd with a second by Lucille Murray to recommend the ordinances to the BOA with the proposed changes. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

e. Land Development Regulations Ordinance #121228D. Motion made by Pat Lloyd to recommend that the BOA not pass the ordinance with the proposed changes. There was no second, Motion dies. After much discussion, Valorie asked if staff could bring somebody in that works for the state licensing bureau that can discuss in more depth how the state licenses are issued for childcare businesses. Valorie also asked if the code book could be reworded to follow state regulations. This matter will be looked into

further by staff and brought back for discussion. **Motion** made by Valorie Simpson with a second by Dale Duvall to recommend the ordinance as is with a maximum limit of four (4) children per home daycare in an R-1 district. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Nay; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. Four votes aye. One vote nay. Motion carried.

f. Amendment to the Land Development Regulations Ordinance #121228E. **Motion** made by Pat Lloyd with a second by Valorie Simpson to recommend the ordinance with the proposed changes. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Nay; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. Four votes aye. One vote nay. Motion carried.

g. Farm Animals Ordinance #121229F. **Motion** made by Valorie Simpson with a second by Lucille Murray to recommend that the ordinance be voted down and to send it the BOA for their decision and vote. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor---; Dale Duvall-Aye. All votes aye. Motion carried.

Old Business -None

Adjourn Meeting

Motion made by Lucille Murray with a second by Pat Lloyd to adjourn the meeting. Lucille Murray-Aye; Charlie Gugel-Aye; Valorie Simpson-Aye; Pat Lloyd-Aye; Mayor Schoolcraft---; Robert Taylor-Aye; Dale Duvall-Aye. All votes aye. Motion carried.

City Clerk, Dale Duvall

City of Willard

224 West Jackson, P.O. Box 187 • Willard, MO 65781 • Phone 417-742-3033 • Fax 417-742-3080



6-21-11

To: Mayor Tom Keltner
From: Randy Brown

RE: Freedom Bank Project

Dear Mayor,

I have reviewed the new preliminary plat for the proposed ATM Square Subdivision and would like to offer the following comments, the plat conforms to the Willard Municipal Code requirements, with the exception of the storm water detention facilities. I have attached comment letters from David Gartner and MO DOT who have also reviewed the plat. All of the items MO DOT had comments on will be addressed by Olson. Providing the offsite storm water plans have been submitted and reviewed prior to the P/Z meeting I would recommend approval of the Preliminary Plat.

As we have previously discussed MO Dot has agreed to allow a street connection to AB HWY. Mo DOT has asked the City for a letter protecting their interest in future developments, concerning traffic improvements at the intersection of AB and 160. Please see the attached letter that would satisfy Mo DOT concerns. If you and the Board of Aldermen are in agreement I would like to ask the Board for authorization for your signature. MO DOT will not issue any permits for the street until they receive this letter.

Sincerely,

Randy Brown

Director of Development

Gardner Engineering
5548 N. Farm Road 79
Willard, MO 65781
417-343-0246 Bus / 417-742-0468 FAX

**Engineering Review of Preliminary Plat dated June 1, 2011
As Submitted by Olsson Associates**

for

Freedom Bank of Southern Missouri
at Highway 160 and Highway AB

In the City of Willard, Missouri

Owner
Schallert Brothers Seed Company
Purdy, MO 65734

Developer
Freedom Bank of Southern Missouri
Cassville, MO 65625



REVIEW OF PRELIMINARY PLAT DATED JUNE 1, 2011:

- 1) The Preliminary Plat as submitted meets the requirements as set forth in Section 400.1180 (B.) for items to be shown on the Preliminary Plat with the exception of Section 400.1180 (B.) (18.) for stormwater detention facilities. The proposed offsite stormwater detention basin location is being submitted on a separate document along with the proposed offsite drainage easement locations.
- 2) The required items Section 400.1180 (B.) (17.) and Section 400.1180 (B.) (20.) for covenants and title search respectively are also being submitted on a separate statement.
- 3)

Randy Brown

From: Dawne.Gardner@modot.mo.gov
Sent: Friday, June 17, 2011 1:07 PM
To: develop@cityofwillard.org
Cc: jrasmussen@oaconsulting.com
Subject: Fw: FREEDOM BANK Preliminary Plat - ADDITIONAL COMMENTS

Okay....sorry, but I have just a few more comments that came my way. This is it, I promise.

- Eliminate the stop bar on Proctor and stripe a crosswalk
- Include a sidewalk closure (TA-25) in the traffic control plans.
- **The top of the ramp on the south side needs a 5'X5' level landing**
- With the drive thru being on the east side of the building, it has the potential to have traffic backed up into the driveway. To prevent this situation, you might consider the drive thru be located on the west side of the building.

Dawne Gardner, AICP
Transportation Planning Specialist
MoDOT - Springfield District

----- Forwarded by Dawne M Gardner/D8/MODOT on 06/17/2011 01:03 PM -----

From: Dawne M Gardner/D8/MODOT
To: <develop@cityofwillard.org>, jrasmussen@oaconsulting.com
Date: 06/17/2011 01:01 PM
Subject: RE: FREEDOM BANK Preliminary Plat

Randy -

Our only comment is that as designed, traffic on Proctor Road can make a left turn into the first entrance. A concrete median strip in the center of Proctor road is the only way to restrict this movement.

Please let me know if you have additional questions.

Dawne Gardner, AICP
Transportation Planning Specialist
MoDOT - Springfield District

From: "Randy Brown" <develop@cityofwillard.org>
To: <Dawne.Gardner@modot.mo.gov>
Date: 06/17/2011 08:34 AM
Subject: RE: FREEDOM BANK Preliminary Plat

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



06-28-11

Missouri Department of Transportation
District 8
Attn: Leo Cologna
3025 East Kearney
P.O. Box 868
Springfield, Mo.65801

Dear Mr. Cologna,

It is the City of Willard's understanding that the proposed development southeast of the intersection of US 160 and State Hwy AB (as more defined in exhibit A) will add additional traffic to the current MO DOT system.

It is the City's stance that all future development associated with this proposed development will require a traffic study to be submitted to MO DOT for review and approval prior to acceptance by the City.

It is further defined that improvements as identified in said traffic study will be required to be designed, approved and constructed prior to any future development, issuance of any building permit, or final platting.

It is the City's intent to provide MO DOT joint control of all existing and future access to this development. The City of Willard also will insure that no future development within the US 160 corridor will be allowed to move forward without the review and approval by MO DOT.

Sincerely,

Mayor Tom Keltner