

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 25, 2019

7:00 p.m.

Willard City Hall

224 W. Jackson Street

PLANNING AND ZONING MEMBERS

Alderman Whitman

Terry Kathcart, Chairman

Valorie Simpson, Secretary

Mayor Corey Hendrickson, Vice-Chairman

Dave Helton

Jose Casanova

Pat Lloyd

James McKee

Randy Brown, Director of Development

www.cityofwillard.org

CITY OF WILLARD
PLANNING AND ZONING
REGULAR MEETING
June 25, 2019
7:00 P.M.

Notice posted on June 19, 2019

Notice is hereby given that the City of Willard, Planning and Zoning will conduct a regular meeting at 7:00 p.m., June 25, 2019 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:
PLEDGE OF ALLEGIANCE

1. Call the meeting to order.
2. Roll Call.
3. Agenda Amendments/Agenda Approval.
4. Approval of the Minutes from the Meeting February 26, 2019 the Work Study on May 09, 2019 and the Meeting May 28, 2019.
5. Citizen Input.
6. Discussion/Vote to appoint Chairman, Vice-Chairman and Secretary.
7. Public Hearing for 2019 Comprehensive Plan adoption.
8. Discussion/Vote to adopt the 2019 Comprehensive Plan.
9. Discussion/Vote to accept the Longview Subdivision Sewer Relocation and Easement.
10. Public Hearing for Robertson Estates Phase 2 Sketch Plan.
11. Discussion/Vote for Robertson Estates Phase 2 Sketch Plan.
12. Discussion/Vote for Northbrooke Lot 4 & 5 Replat.
13. New Business.
14. Unfinished Business.
15. Adjourn.

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

Jennifer Rowe
224 W. Jackson
Willard, Missouri 65781
(417)742-5302

CITY OF WILLARD, MISSOURI
PLANNING AND ZONING
REGULAR MEETING
FEBRUARY 26, 2019
7:00 P.M.

Staff present: City Administrator, Brad Gray; Director of Development, Randy Brown; and City Clerk, Jennifer Rowe.

City Attorney Ken Reynolds was not present.

Citizens present: Donald Hancock, Mr. Sayer,

Meeting opened by Chairman Terry Kathcart at 7:00 P.M.

Terry Kathcart led the pledge of allegiance.

Roll Call

Present: Jose Casanova, David Helton, Valorie Simpson, Terry Kathcart, Alderman Whitman and Mayor Hendrickson. Bob Horn was absent.

Approval of Agenda

Motion was made by Valorie Simpson with a second by Terry Kathcart to approve the Agenda. Motion carried with a vote of 6-0. Voting aye: Jose Casanova, David Helton, Valorie Simpson, Terry Kathcart, Alderman Whitman and Mayor Hendrickson.

Approval of minutes from January 22, 2019 Meeting.

Motion was made by Valorie Simpson with a second by Alderman Whitman to approve the Minutes from the January 22, 2019 Planning and Zoning Meeting. Motion carried with a vote of 5-0. Voting aye: Jose Casanova, David Helton, Valorie Simpson, Terry Kathcart and Alderman Whitman. Mayor Hendrickson abstained.

Citizens Input

None.

Discussion/Vote on Lot Split for Cardinal Hills.

Director of Development Randy Brown discussed the lot split and the property. Discussion was made on the plans to build a large shop in the backyard which would be allowed with the addition of the new space added to his lot. Mr. Brown stated that the development requests that the builder place composite shingle roof and match the house siding. Motion was made by Valorie Simpson and seconded by Mayor Hendrickson to approve the Lot Split for Cardinal Hills. Motion carried with a vote of 6-0. Voting aye: Jose Casanova, David Helton, Valorie Simpson, Terry Kathcart, Alderman Whitman and Mayor Hendrickson.

Discussion/Vote on the Preliminary Planned Development for Gauge Crossing.

Mr. Brown discussed the Preliminary Planned Development request. Discussion was made on the comments received from the plan review, and from the Fire Protection District. Mr. Brown stated that the City Attorney would like verbiage added to the CCR's to provide coverage if the HOA fails. Discussion was made on the floodplain and the stormwater requirements. Discussion was again made on the Architectural Committee and HOA. Valorie Simpson questioned the 29-foot road width and requested it to be changed to 31 feet to reduce the risk of congestion in that area. Discussion was then made on the small lots and small homes. Motion was made by Mayor Hendrickson with a second by Jose Casanova to approve the Preliminary Planned Development with Staffs recommendations and with the understanding that the City Attorney and Developer will work out the CCR's. Motion carried with a vote of 5-1. Voting aye: Jose Casanova, David Helton, Terry Kathcart, Alderman Whitman and Mayor Hendrickson. Valorie Simpson voted nay due to the road width not being 31 feet.

Public Hearing on the text amendment to the Willard Municipal Code.

Mayor Hendrickson opened the public hearing regarding the text amendment to the Willard Municipal Code at 7:50 p.m. No citizens wished to speak so Mayor Hendrickson closed the public hearing at 7:51 p.m.

Discussion/Vote to accept the text amendment to the Willard Municipal Code.

Mr. Brown discussed the text amendment to Chapter 515.040 regarding Swimming Pool locations. Discussion was made regarding the request that was denied due to the side yard setback requiring 15 feet. Mr. Brown stated that pools area also listed under Accessory Structures, where the side yard set back is only 7 feet. Staff request a change to Chapter 515.040 Locations to decrease the side yard setback to 7 feet to match the Accessory building code. Discussion was then made on above ground and in-ground pools. Motion was made by Valorie Simpson and seconded by Terry Kathcart to accept the text amendment to the Willard Municipal Code. Motion carried with a vote of 6-0. Voting aye: Jose Casanova, David Helton, Valorie Simpson, Terry Kathcart, Alderman Whitman and Mayor Hendrickson.

New Business

Mr. Brown updated the Commission on the sewer project. He informed them that the new lift station is up and running and exceeding the engineers estimates on the pumping rate. The sewer contract for B Lift Station has also been awarded and excavation has begun at that site.

Unfinished Business

Mr. Gray informed the Commission that he requested information from SMOG regarding other overlay districts for Staff to review and compare to Willards. This will be brought back to a Planning and Zoning Meeting in the near future.

Adjourn Meeting

Motion was made by Mayor Hendrickson and a second by Alderman Whitman to adjourn. Motion carried with a vote of 6-0. Voting aye: Jose Casanova, David Helton, Valorie Simpson, Terry Kathcart, Alderman Whitman and Mayor Hendrickson.

Meeting adjourned at 7:55 P.M.

Valorie Simpson, Secretary

Terry Kathcart, Chairman

CITY OF WILLARD, MISSOURI
PLANNING AND ZONING
WORK STUDY
MAY 9, 2019
7:00 P.M.

Staff present: City Administrator, Brad Gray; Director of Development, Randy Brown; and City Clerk, Jennifer Rowe.

City Attorney Ken Reynolds was not present.

Citizens present: SMCOG Representatives and MSU Students.

Commission Present: David Helton, Valorie Simpson, Terry Kathcart, Alderman Whitman and Mayor Hendrickson. Bob Horn and Jose Casanova were absent.

Work Study opened by Chairman Terry Kathcart at 7:00 P.M.

Mayor Hendrickson led the pledge of allegiance.

Brandon Jenson (SMCOG), Krista Evans (MSU Professor) and the MSU students presented the 2019 Comprehensive Plan to the Commission.

Work Study adjourned at 8:20 P.M.

Valorie Simpson, Secretary

Terry Kathcart, Chairman

CITY OF WILLARD, MISSOURI
PLANNING AND ZONING
REGULAR MEETING
May 28, 2019
7:00 P.M.

Staff present: City Administrator, Brad Gray; Director of Development, Randy Brown; and City Clerk, Jennifer Rowe.

City Attorney Ken Reynolds was not present.

Citizens present: Tina Horn.

Meeting opened by Chairman Terry Kathcart at 7:00 P.M.

Terry Kathcart led the pledge of allegiance.

Roll Call

Present: Jose Casanova, Bob Horn, David Helton, Terry Kathcart, Alderman Whitman and Mayor Hendrickson.
Valorie Simpson was absent.

Approval of Agenda

City Administrator Brad Gray requested a new item #4 for the Resignation of Bob Horn from the Planning and Zoning Commission. Motion was made by Mayor Hendrickson with a second by David Helton to approve the Amended Agenda. Motion carried with a vote of 6-0. Voting aye: Jose Casanova, Bob Horn, David Helton, Terry Kathcart, Alderman Whitman and Mayor Hendrickson.

Resignation of Bob Horn.

Bob Horn informed the Commission that he must step down as he had moved outside the City Limits of Willard. Mayor Hendrickson thanked Bob for his service on the Commission.

The Meeting was ended at this time as there were no longer enough members of the Planning and Zoning Commission to conduct a meeting.

Valorie Simpson, Secretary

Terry Kathcart, Chairman

CITY OF WILLARD, MISSOURI

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AGENDA ITEM #9

Discussion/Vote to accept the Longview Subdivision Sewer Relocation and Easement.

Background Report for the Sewer Relocation Longview Subdivision

Date - June 5, 2019

Location- 693 E SIMPSON Lot #10

Applicant- Bill Turner

History – When the owner/ developer replotted the lots in the subdivision from 100 ft. wide to 80 ft. wide it left the sewer line that crosses lot #10 to fall approximately in the center of the lot resulting in a smaller usable lot space on lot #10. Most of the sanitary sewer lines, including this one was already installed when the owner purchased the property. It was brought to the owners attention at the time of final plat review and the owner thought that his builder could design a floor plan to fit the smaller lot. After discussion and review it was decided by the owner and builder to relocate this section of the sanitary sewer. By process, this requires a request to vacate a portion of the sanitary sewer easement and provide a new easement for the proposed new lines. New plans have been designed and submitted to the City for review as part of this process as well as new easements have been established by legal description.

Staff Comments - The Willard Municipal Code Section 400.090 – Subdivision H. & J. provides the guidelines for this procedure. I have included those for your reference along with other pertinent documents for your review. Staff would ask for your consideration to recommend approval of this easement relinquishment and acceptance of the new sanitary sewer easement to the Board of Aldermen. If you have any questions, feel free to contact me at develop@cityofwillard.org or 742-5308 prior to the meeting.

Randy Brown
Director of Development

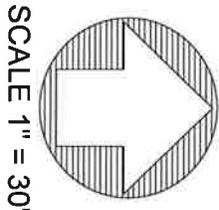
Chapter 400. Land Development Regulations

ARTICLE I. General Provisions

Section 400.090. General Regulations — Subdivision.

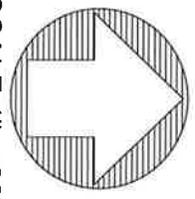
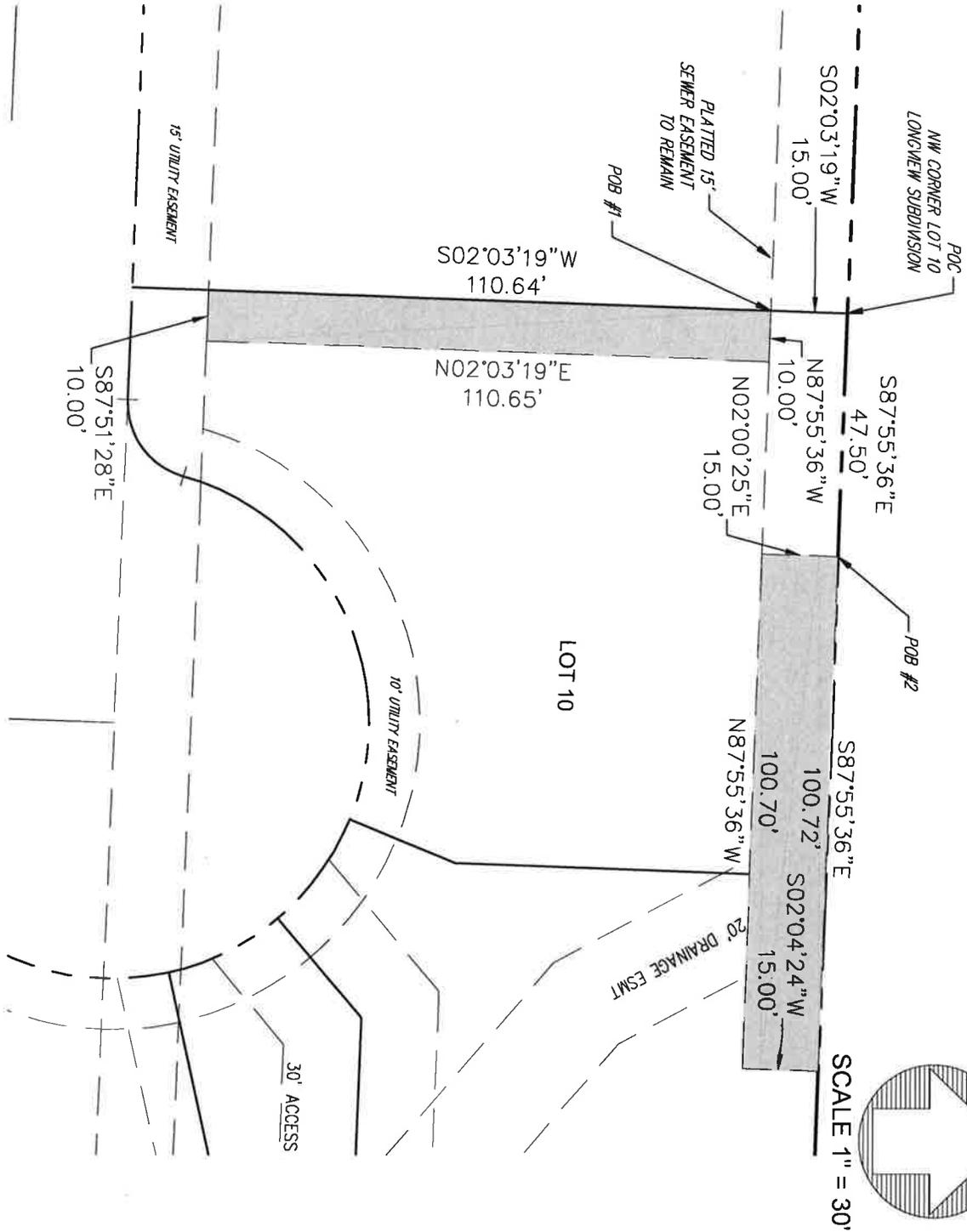
[Ord. No. 020227 §1(1.9), 2-27-2002]

- A. *Application.* Except as hereinafter specified, these regulations shall apply to all land development within the City of Willard, including:
The division of any tract of land into two (2) or more tracts or lots.
1. Any simple land development, as defined in Article XI.
 2. Any land offered for sale, lease or development involving real property consisting of an undivided interest in common with other purchasers in a portion of a parcel of real property, together with a separate interest in space in a building or other improvements (example, condominium development).
 3. The dedication or vacation of any public street, alley or easement.
 4. Resubdivision of any tract of land or portion of a tract, vacant or improved.
 5. Development of any subdivision for which a plat has been recorded in the office of the Greene County Recorder of Deeds prior to the effective date of this Chapter, where development or improvements have not commenced within two (2) years after the effective date of this Chapter.
 6. Construction on any tract that changes the pattern of stormwater runoff, the traffic pattern to the site and/or utility service to the site.
- B. *Exemptions.* The following divisions of land are exempt from these regulations:
1. Transfer of interests by inheritance or pursuant to court order.
 2. Transfers of remainders resulting from the exercise of eminent domain or the threat thereof.
 3. Foreclosure of a deed of trust or other security instrument.
 4. The sale or exchange of parcels of land between owners of adjoining property if additional lots are not created.
- C. *Land Development And Plat.* No land shall be developed or platted within the incorporated area of the City except in conformance with the provisions of this Chapter.
- D. *Plat Recording.* The Greene County Recorder of Deeds shall not record a plat of any subdivision within the corporate boundaries of Willard unless the plat has been approved in accordance with the provisions of this Chapter. In the event any such unapproved plat is recorded, it shall be



NOTE: THIS DRAWING HAS BEEN PREPARED ONLY AS AN EXHIBIT TO ILLUSTRATE NEW EASEMENTS TO BE DEDICATED BY RECORDED INSTRUMENTS AND IS NOT TO BE CONSTRUED TO REPRESENT A PROPERTY BOUNDARY SURVEY.

 <p>LEE Engineering & Associates, L.L.C. 1200 E. Woodhurst Dr., Suite D200 Springfield, Missouri 65807 417-886-9100 (phone) 417-886-9336 (fax) dlee@leeengineering.biz</p> <p><i>"Engineering with Integrity"</i></p>	<p>Missouri State Certificate of Authority Engineering #2005015504 Land Surveying #2009020050</p>	<p>SEWER EASEMENT RELINQUISHMENT</p> <p>LONGVIEW SUBDIVISION</p>		<p>DATE: 05/31/2019</p>
				<p>PROJECT NO.: 1809</p>



SCALE 1" = 30'

NOTE:

THIS DRAWING HAS BEEN PREPARED ONLY AS AN EXHIBIT TO ILLUSTRATE NEW EASEMENTS TO BE DEDICATED BY RECORDED INSTRUMENTS AND IS NOT TO BE CONSTRUED TO REPRESENT A PROPERTY BOUNDARY SURVEY.

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				05/31/2019
				PROJECT NO.:
				1809

Longview Subdivision Sewer Easement Relinquishment

Commencing from the Northwest corner of Lot 10 in Longview Subdivision, a platted subdivision in the city of Willard, Greene County, Missouri; thence, South $87^{\circ} 55' 36''$ East along and with the North line of said subdivision, a distance of 47.50 feet to the East line of a platted sewer easement; thence, South $02^{\circ} 00' 05''$ West along and with said East line, a distance of 15.00 feet to the POINT OF BEGINNING; thence, South $02^{\circ} 00' 25''$ West continuing along and with said East line, a distance of 92.73 feet to the South line of said easement; thence, Southwesterly along and with a 50.00-foot radius curve to the left having a chord bearing of South $31^{\circ} 45' 59''$ West along and with said South line, a chord length of 20.15 feet, an arc distance of 20.29 feet; thence, North $02^{\circ} 00' 25''$ East along and with the West line of said easement, a distance of 110.23 feet to the South line of the platted sewer easement; thence, South $87^{\circ} 55' 36''$ East along and with said South line, a distance of 10.00 feet to the POINT OF BEGINNING; containing 1001 square feet, more or less.

Longview Subdivision Sewer Easement

Point of Beginning #1

Commencing from the Northwest corner of Lot 10 in Longview Subdivision, a platted subdivision in the city of Willard, Greene County, Missouri; thence, South $02^{\circ} 03' 19''$ West along and with the West line of Lot 10, a distance of 15.00 feet to the POINT OF BEGINNING #1; thence, South $02^{\circ} 03' 19''$ West along and with said West line, a distance of 110.64 feet to the North line of a platted 15 foot utility easement; thence, South $87^{\circ} 51' 28''$ East along and with said North line, a distance of 10.00 feet; thence, North $02^{\circ} 03' 19''$ East departing said North line, a distance of 110.65 feet to the South line of a platted 10 foot sewer easement; thence, North $87^{\circ} 55' 36''$ West along and with said South line, a distance of 10.00 feet to the POINT OF BEGINNING; containing 1106 square feet, more or less.

Point of Beginning #2

Commencing from the Northwest corner of Lot 10 in Longview Subdivision, a platted subdivision in the city of Willard, Greene County, Missouri; thence, South $87^{\circ} 55' 36''$ East along and with the North line of Lot 10, a distance of 47.50 feet to the POINT OF BEGINNING #2; thence, South $87^{\circ} 55' 36''$ East along and with said North line, a distance of 100.72 feet; thence, South $02^{\circ} 04' 24''$ West departing said North line, a distance of 15.00 feet; thence, North $87^{\circ} 55' 36''$ West, a distance of 100.70 feet to the East line of a platted 15 foot sewer easement; thence, North $02^{\circ} 00' 25''$ East along and with said East line, a distance of 15.00 feet to the POINT OF BEGINNING; containing 1511 square feet, more or less.

CITY OF WILLARD, MISSOURI

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AGENDA ITEM # ~~8~~ 11

Discussion/Vote for Robertson Estates Phase 2 Sketch Plan.

Back ground Report for Robertson Estates Phase 2 Sketch Plan

Date – June 7, 2019

Location – 309 S Farmer Rd.

Applicant – Taylor Robertson / Bill Turner

Tract Size – 16.80 acres

Existing Zoning – R-1

Proposed Zoning – Planned Development District

Surrounding Land Uses –

North – R-1 Single Family

South – Willard Public School

West – Undeveloped R-1 currently used as agriculture

East – property is bounded by Farmer Rd. existing R-1 on the east side of Farmer Rd.

History – The parent property was divided back in 2015 /2016 creating one (1) single family tract and six (6) duplex lots with the remaining approximate seventeen (17) acres being left for future development. The owner wishes to sell the property to a developer who is proposing a thirty-four (34) lot single -family planned Development. The proposed lots are only eighty (80) feet wide and do not conform with the traditional R-1 lot width requirement of a hundred (100) feet, there a zoning change is required from R-1 to R-1 Planned Development District.

Utilities are available for this site.

Water – Public works replaced the 4” main with a 10”. It is located on the east side of Farmer and will require a road bore to extend it into the property.

Sewer – Sanitary sewer is existing and runs thru the property east and west and north and south. The line that runs north and south will be retired and a new line constructed to accommodate the proposed lot layout.

Stormwater – The northern portion of the property currently lies within a designated FEMA Floodplain. We currently have drafts for the updated maps that show most of the area being taken out of the floodplain. These maps will be adopted in late 2020 however staff is recommending that any structures that fall within the perimeter of the existing mapped flood zones be elevated no less than the 1 ft above BFE. Precautionary measures should be taken and consideration should be given to the property owners to the north to protect their property from adverse effects of the drainage from this development.

Streets / Sidewalk – Street/ Sidewalk construction will adhere to all Willard Design Standards which will be addressed at the time of construction plan review and approval. Minimum ROW requirement is (50) feet. Minimum sidewalk width is five (5) feet. A wood chip walking trail is being proposed around the common area.

Staff Comments – Comments were received from the Willard Fire Protection District and CJW Engineers and have been included for your review. Staff has reviewed the proposed sketch plan and ask for your consideration to recommend approval with the following conditions- lots 33

and 34 should be removed from the plat and all pertinent Fire Department recommendations should be followed. Feel free to contact me if you have any questions prior to the meeting.

Randy Brown
Director of Development



Providing Transportation and Engineering Solutions

5051 S. National, Ste. 7A
Springfield, MO 65810
Phone: 417.889.3400
Fax: 417.889.3402
www.GoCJW.com

Randy Brown
Director of Development
City of Willard
224 W Jackson St
Willard, MO, 65781

June 13, 2019

RE- Robertson Subdivision – Planned Development

Mr Brown,

The following are comments from a review of the Robertson Subdivision – Planned Development Rezoning.

There was a document turned in to the City that is titled "PD Zoning Report for Robertson Subdivision". I believe this title should be "PD-XXX", zoning for the proposed Robertson Subdivision land. With the XXX replaced with the next sequential PD number from the City of Willard.

The Planned Development is a self-defined zoning for this particular property. As such there needs to be enough information in the PD language to allow staff to evaluate future development of the land to make sure it is in compliance.

If approved the zoning will control any development on this land both now and in the future.

With this in mind, the rezoning to Planned Development must be approved prior to the approval of the Sketch Plan otherwise the Sketch Plan would be invalid as it would not meet the current land zoning for this property.

This review letter will deal with the rezoning of the property first and then the Sketch Plan.

The attached PD language includes most of the City of Willard required elements for a Planned Development. There are a few exceptions

1. The attached PD language does not have a minimum lot width included.
2. Item 1B of the attached PD language discusses a reduction in the density of development of this land. This development does not reduce the density of development of this land. This land contains a large area of flood prone land that should not be developed. If you think of the land logically and say I am going to use the same amount of ground to develop that I would under current R-1 zoning but have the PD will smaller lots then it is not possible that this PD would reduce the density of development. **If you define density as number of homes built on the property.**

3. The PD says "all allowable uses in the City of Willard's R-1 zoning".
R-1 Allowable Uses are as follows, (**this is for reference purposes**):

1. Single-Family Detached Dwelling, one per lot
2. Single-Family detached modular dwellings, one per lot
3. Family day care homes
4. Residential Group Homes.
5. Schools, etc
6. Churches
7. Parks or playgrounds
8. Home occupations
9. Government Buildings?
10. Public utilities and Buildings?
11. Truck patches with no retail
12. Nurseries and Greenhouses
13. Type I and Type II wireless facilities?

The review of the latest Sketch plat for this rezoning.

1. **The City of Willard's regulations say that streets shall be extended in all four cardinal directions.**

This is normally done to provide connectivity and access to adjoining properties. This particular property has a flood plain to the north so a street extension in that direction would be costly and therefore could be logically removed from the requirements.

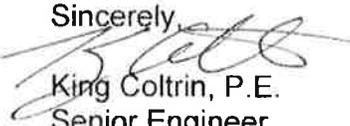
To the south is school property. The City should inquire of the school district whether or not they would like a stub street extended to their property. If the school does not want a street extended to their property, then that street could be removed from the required infrastructure for this project.

The "Proposed Street" should be extended all the way through the property to the adjoining property to the west.

2. City regulations say lots are a minimum of 100 feet wide, this PD has not defined the width yet, so the sketch plat layout does not meet the requirements for lot width.
3. The lots numbered 32 and 33 do not meet the City of Willard's requirements that lots front on a street. These lots would be difficult to assign addresses, or have 911 response. The two lots have an undefined driveway and surface to access the lots.

If you have any questions or comments, please feel free to contact me either by email or on my cell phone at 417-849-2165.

Sincerely,


King Coltrin, P.E.

Senior Engineer

King@gocjw.com



CJW Transportation Consultants, LLC
Providing Transportation and Engineering Solutions

Parcel ID	Owner Name	Parcel Address	Last Sale
0726104011	PICKENS, GERALD	216 FARMER RD S	11/30/2009
0726104012	VAUGHN, SAMUEL ETAL	218 FARMER RD S	05/22/2018
0726104069	WILLARD UNITED METHODIST...	304 FARMER RD S	02/02/1999
0726104070	FIRST BAPTIST CHURCH OF ...	102 WILLEY ST W	12/30/2005
0726201002	HUGHES, RANDOLPH DEAN	204 WILLEY ST W	10/09/2007
0726201010	SEYL, MERRILL H	213 LYNNE DR S	07/05/2002
0726201017	DODSON, JAMES A ETAL TR	302 WILLEY ST W	09/12/2002
0726201019	IRMEN, GERALD	310 WILLEY ST W	02/14/2012
0726201039	WILLARD PUBLIC SCHOOL R2	403 409 FARMER RD S	08/21/1953
0726201045	GRANT, CHARLES E TRUSTEE	US HWY 160 W	10/02/2002
0726201054	REDINGER, SANDRA M	207 LYNNE DR S	01/03/2007
0726201058	SHIVER, JOEL D	210 WILLEY ST W	07/08/2011
0726201081	SHIVER, JOEL D	WILLEY ST W	07/08/2011
0726201085	GUDDE, CARY D	211 LYNNE DR S	05/23/2012
0726201086	BRABO, STEPHEN	208 LYNNE DR S	05/24/2016
0726201090	SMITH, JAMES M	309 FARMER RD S	10/27/2016
0726201096	HAMBHEY CONSTRUCTION LLC	211 FARMER ST S	06/26/2018
0726201097	HAMBHEY CONSTRUCTION LLC	213 FARMER ST S	06/26/2018
0726201098	HAMBHEY CONSTRUCTION LLC	215 FARMER ST S	06/26/2018
0726201099	ROBERTSON, TAYLOR D ETAL	FARMER ST S	10/07/2016



Subdivision Case No. : _____
Application Date: _____
Application Fee: Residential-\$100.00
Commercial-\$100.00
PDD- \$100.00

**CITY OF WILLARD, MO
SKETCH PLAN FOR
MINOR/MAJOR SUBDIVISION**

We, the undersigned, request the City of Willard, Missouri Planning and Zoning Commission to approve the sketch plan for the proposed minor/major subdivision as described in the attachment to this application, and attest to the truth and correctness of all facts and information for the proposed subdivision presented in this application.

General Description of Property Location: All that described as "Reserved" in the Final Plat of Robertson Estates Phase 1, as recorded in the Book AAA Page 503 of the Greene County Deed Records.

Property Owner's Name Taylor D. Robertson, ETAL

If corporation, Corporate Official: _____

Mailing Address 309 S. Farmer Road, Willard, MO 65781-9501

Telephone Number _____

Fax Number _____

PROPERTY OWNER'S SIGNATURE(S):


(If corporation, signature of corporation official)



CITY OF WILLARD, MISSOURI

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AGENDA ITEM #~~10~~ 12

Discussion/Vote for Northbrooke Lot 4 & 5 Replat.

Background Report for North Brooke Lot #5
Replat of lot #4 & #5

Date :June 4, 2019

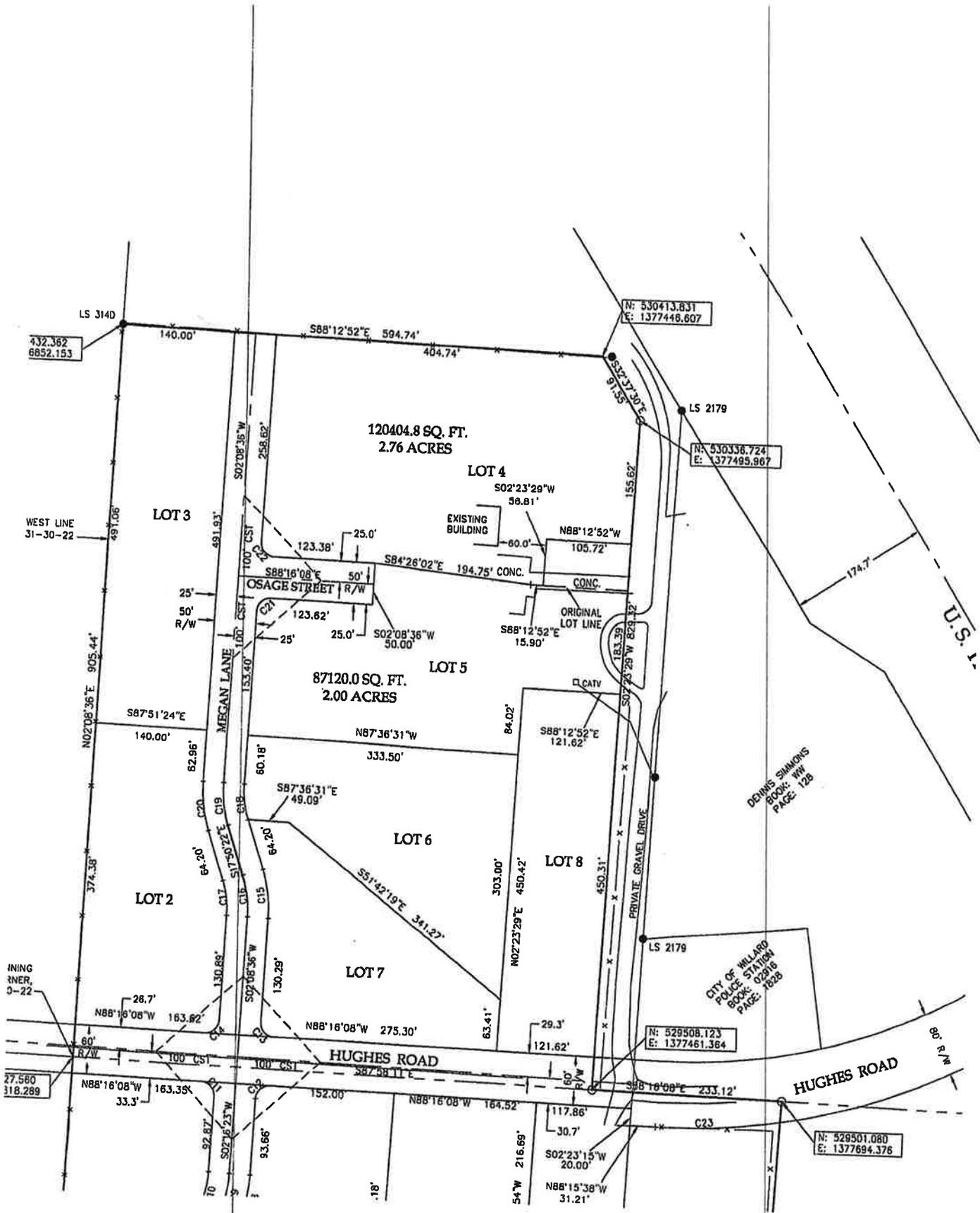
Location: 778-780 Osage

Applicant: Kim Haase

Tract size: Lot #5- 1.86 acres Lot #4- 2.6 acres

History – An application to construct a 24 unit apartment building on lot #5 was submitted in mid March by Mr. Haase. Plans were sent to Chris Straw for building code compliance and also the Willard Fire Protection District. During the review process it was noted that lot #5 was not large enough to accommodate a 24 unit building as the plans were proposed. (Reference- Willard Municipal Code Section 400.440 Multi- Family Residence District A. – 12 DWELLING UNITS PER ACRE) Internal staff discussions with the Public Works Director and City Administrator and City attorney led me to have more discussions with CJW about the requirements and guidelines pertaining to the North Brooke Subdivision. After review from the consultant the building permit was denied as proposed and the developer was told that his options were to resubmit new building plans or submit survey documents that would propose a replat of the existing lot to accommodate the necessary square footage for a 24 unit building.

Staff comments: Please find the enclosed documentation from King Coltrain (CJW) and Chris Straw for your review. Feel free to contact me with any questions by e-mail at develop@cityofwillard.org or 417 742-5308.



432.362
6852.153

N: 530413.831
E: 1377448.607

N: 530336.724
E: 1377495.907

N: 529508.123
E: 1377461.384

N: 529501.080
E: 1377694.376

120404.8 SQ. FT.
2.76 ACRES

87120.0 SQ. FT.
2.00 ACRES

LOT 3

LOT 4

LOT 5

LOT 2

LOT 6

LOT 8

LOT 7

DENNIS SIMMONS
BOOK: 118
PAGE: 128

CITY OF HILLARY
POLICE STATION
BOOK: 02916
PAGE: 7828

U.S. 1

HUGHES ROAD

HUGHES ROAD

LS 3140

LS 2179

LS 2179

WEST LINE
31-30-22

MINING
RNER,
3-22

27.560
318.289

N02°08'36"E 905.44'

S87°51'24"E 140.00'

N88°16'08"W 163.82'

N88°16'08"W 163.35'

S88°12'52"E 594.74'

S02°23'29"W 58.81'

S02°08'36"W 50.00'

N87°36'31"W 333.50'

S51°42'19"E 361.22'

N88°16'08"W 275.30'

N88°16'08"W 164.52'

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123.82'

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Providing Transportation and Engineering Solutions

5051 S. National. Ste. 7A
Springfield, MO 65810
Phone: 417.889.3400
Fax: 417.889.3402
www.GoCJW.com

Randy Brown
Director of Development
City of Willard
224 W Jackson St
Willard, MO, 65781

April 3, 2019

RE- Northbrooke Lot 5 Apartments, Review using City of Willard Codes.

Mr Brown,

1. Lot 5 of the Northbrooke develop contains 1.86 acres.
2. Under the City's R-3 zoning that allows up to 12 units per acre, Lot 5 may have a maximum of 22 units.
3. Per section 400.440 Multi-family dwellings are required to have 3,000 square feet per dwelling unit. For 22 units this is 66,000 square feet. This regulation appears to be met.
4. Minimum lot width and depth are both met.
5. Maximum Structure height is 35 feet. I do not have the building plans. Please verify the building height.
6. The Front Yard, Rear Yard and Side Yards all appear to be met.
7. Parking required. Using 18 two bedrooms and 4 one bedrooms the required parking would be 62 stalls. It appears the development is short of parking. More lots will need to be added to meet the requirements.
8. After a layout is submitted that meets the parking the designer should show the open space ratio for the project. By code this must be 20% or larger.
9. Section 400.680 defines the required landscaping between the parking lot and the public right of way.
10. I see a temporary trash dumpster location. The final location must be screened from view.
11. Since Osage Street will not be extend east to Rocky Lane then the City should consider an easement to provide connectivity for trails or sidewalks connecting Megan Lane and the land to the east of this project. This would also enhance first responders' access and safety.

If you have any questions or comments please feel free to contact me either by email or on my cell phone at 417-849-2165.

Respectfully,

King Coltrin, P.E.
Senior Engineer
King@gocjw.com



Randy Brown

From: jscott5407@aol.com
Sent: Thursday, March 28, 2019 4:38 PM
To: Randy Brown
Subject: Re: DANCO LOT 5 24 UNIT APARTMENT

Hey Randy.

Lot 5, Northbrooke Planned Unit Development has a total area of 81,121 sq. ft.. Total impervious surface is 31,379 sq. ft. which gives an impervious surface ratio of 38.92% when all anticipated development for Lot 5 is complete.

Total on site parking provided is (48) including (2) accessible parking spaces, and excludes the six spaces in the Megan Lane ROW. This provides two spaces per residential unit of on site parking.

Kindest Regards,

Jim Scott
js@scottarchitecture.net
417-889-4222

-----Original Message-----

From: Randy Brown <develop@cityofwillard.org>
To: jscott5407@aol.com <jscott5407@aol.com>
Sent: Tue, Mar 26, 2019 2:57 pm
Subject: DANCO LOT 5 24 UNIT APARTMENT

Hi Jim, can you please send me the total lot square footage for lot number 5? Also I will need the square footage for the parking lot area – (not including the 6 spaces requested as part of the City Street -Osage). Also the exact number of parking spaces proposed- (not including the 6 requested in the city street – Osage) Also the total amount(sq. ft.) of green space- green space does not include buildings ,parking lots, sidewalks, etc. Thanks for your help - RB

Randy Brown

To: jscott5407@aol.com
Subject: Lot 5

Mr. Scott, In addition to the Fire Department comments and Mr. Straws' comments I would offer the following comments for your consideration- Based on the total square footage 81,121 and the R-3 Guidelines allowing 12 units per acre, the tract will only accommodate 22 units. The off-street parking requirements listed in Article IX Section 400.790 require one space per bedroom plus one additional space per unit. Based on the information provided and plan review a total of 60 parking spaces would be needed – Three Accessible spaces would be required. ALL refuse areas should be screened from view. The landscaping plan as required in 400.740 requires .5 canopy or understory per unit- 11 and one ornamental or evergreen per dwelling – 22. The Fire Sprinkler plans are considered deferred and should be approved by you first and then sent to the City. Please let me know if you have any questions or comments.

Randy Brown
Director of Development

Chris Straw Consulting, LLC

1338 S. Fremont, Springfield, Missouri 65804

Phone: Cell: (417) 650-5194 Home office: (417) 865-2074

Email: strawchris5@gmail.com

Date: March 26, 2019

City of Willard, Missouri

ATT: Mr. Randy Brown, Director of Development

PO Box 187

Willard, Missouri 65781

SUBJECT: 24 Unit Apartment Project
DANCO Apartments Building A
Northbrooke Planned Development
Willard, Missouri

Randy,

These plans have been reviewed for compliance with the City Code, adopted building codes, zoning ordinances, and design standards. This review does not relieve the developer or his agents of any responsibility for compliance with all applicable requirements, or address or overrule the requirements of other jurisdictions or agencies, unless specifically noted otherwise." This service will not include the review of any civil design documents.

Willard Municipal Code:

1. Need to provide address numbers on the building in accordance with Section 505.1.
2. Need to verify with the Director of Development that the project is in compliance with the Planned Development.

2012 International Building Code:

The review of this project is based on the addendum dated March 19, 2019 that changes the use group to R2 with 8,089 square feet.

1. On sheet A3 the wall WO-6 is shown with 5/8-inch fire code sheetrock on both sides of the wall. Is the specified OSB on top of or under the sheetrock? Detail WO-5 is shown correctly.
2. On sheet A6 a door mark 12 is specified. Where is this door located?
3. On sheet A6 the windows meet the egress requirement, but they must be equipped with a window control device per section 1013.8 of the code and the device must comply with ASTM F2090.
4. The title sheet indicates an elevation drawing. No building elevations have been included for review.

5. In order to classify the corridor and stairs as exterior the open side requirements must meet section 1026.3 of the code. Additional information is needed to confirm compliance.
6. On sheet A7 the UL L514 is specified which is 2 by wood with resilient channels at 24 inches on center. A different UL design is needed to reflect the wood trusses being used.
7. Need to provide a UL design number for the rated roof ceiling design.
8. On sheet S2 detail 4 how will the 2 x 10 floor joist receive structural support?
9. The engineered wood trusses and sprinkler drawings shall be considered a deferred submittal which must be reviewed and approved by the design professional before submitting to the city for review.
10. Per Section 1704.2.1 the third-party special inspector shall submit a letter of qualifications to the building department for approval, regarding the Section 1705 and specifically Tables 1705.3 Concrete and Table 1705.6 Soils.
11. No apparent issues were found on the plumbing, mechanical and electrical plans.

Respectfully,

A handwritten signature in black ink, appearing to read "Chris Straw", with a long, sweeping horizontal line extending to the right.

Chris Straw

Planning and Development

From: Christopher Straw <strawchris5@gmail.com>
Sent: Monday, April 01, 2019 7:31 PM
To: Randy Brown
Subject: Re: FW: DANCO LOT 5 24 UNIT APARTMENT

Randy,

I have reviewed the attached documents and find that the items in question have been answered and found acceptable.
Chris Straw

On Mon, Apr 1, 2019 at 2:15 PM Randy Brown <develop@cityofwillard.org> wrote:

Chris , please take a look at Jim 's response's to your comments and reply accordingly – thanks for your help RB

From: jscott5407@aol.com <jscott5407@aol.com>
Sent: Friday, March 29, 2019 3:25 PM
To: Randy Brown <develop@cityofwillard.org>
Cc: kim.haase@gmail.com
Subject: Re: DANCO LOT 5 24 UNIT APARTMENT

Please find attached Addendum #2, and the Elevation sheet A9. I believe this covers all of Chris's comments.

Jim Scott

-----Original Message-----

From: Randy Brown <develop@cityofwillard.org>
To: jscott5407@aol.com <jscott5407@aol.com>
Sent: Fri, Mar 29, 2019 8:22 am
Subject: RE: DANCO LOT 5 24 UNIT APARTMENT

Thanks Jim, can you copy me on your responses to Chris's comments?

From: jscott5407@aol.com <jscott5407@aol.com>
Sent: Thursday, March 28, 2019 4:38 PM
To: Randy Brown <develop@cityofwillard.org>
Subject: Re: DANCO LOT 5 24 UNIT APARTMENT

Willard Fire Protection District Plan Review Form

Business Name: Lot 5 Northbrook Subdivision _____ Telephone: _____

Address: Osage Street

Contact: _____ Telephone: _____ or _____

Fire Department Access:

- ✓ Height and width clearance
- ✓ Turning radius
- ✓ Fire lane restrictions- Same as other lanes striped thru the middle of driving lane
- ✓ Fire lane obstructions- See special note section
- ✓ Driveway grade
- ✓ Knox Box----- Will be installed same as other location

Fire Protection Systems:

- ✓ Hydrant Location Located on Osage next to a parking space. ____
- ✓ Distance Noted on the plans the hydrant is in front of a parking space. A minimum of 60 inches of clearance will need to be maintained in front of the hydrant. If this is not possible that parking space will be required to be striped as fire no parking zone. ____
- ✓ Sprinkler systems –required, will need to see shop plans
- ✓ Firewalls
- ✓ FDC access Location pre-determined on plans _____
- ✓ Wooden staircase clause (must be protected by sprinkler systems)
- ✓ Alarm Bell Decibel Rating A horn/siren and strobe must be used located above the FDC ____
- ✓ 8" or larger water main

Construction Materials:

- ✓ No restricted construction materials (i.e. shake shingles and siding) _____

- ✓ Live load and dead load on the roof

Special note

As of now Osage does not dead end, unable to clearly distinguish on the plans if this is going to change. If the road is closed on the end before the future parking is established, an approved turnaround must be built.