

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

BOARD OF ALDERMEN

Regular Meeting

July 08, 2019

7:00 p.m.

Willard City Hall

224 W. Jackson Street

Mayor

Corey Hendrickson

Board Members

Clark McEntire

Donna Stewart

Sam Baird – Mayor Pro-Tem

Samuel Snider

Larry Whitman

Jon Jones

www.cityofwillard.org

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING**

**July 08, 2019
7:00 P.M.**

Posted June 28, 2019.

Notice is hereby given that the City of Willard, Missouri, Board of Aldermen will conduct a meeting at **7:00 p.m.** July 08, 2019 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

The tentative agenda of this meeting includes:
PLEDGE OF ALLEGIANCE

Call the meeting to order

- 1. Roll Call.**
- 2. Agenda Amendments/Approval of Agenda.**
- 3. Consent Agenda:**

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- a. Minutes from regular meeting June 24, 2019.
 - b. Outstanding Invoices, draft and Check Paid Invoices for June 2019/July 2019.
 - c. City Administrator and Department Head Reports.
- 4. Discussion/Vote on current Outstanding Invoices, draft and Check Paid Invoices for June 2019/July 2019.**
 - 5. Ceremonial Matters:**
 - A. Presidential Fitness Awards.**
 - 6. Citizen Input.**
 - 7. Discussion on Dog Tethering Code.**
 - 8. Discussion/Vote to approve changing of street signs.**
 - 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 to accept the Robertson Estates Phase 2 Sketch Plan.**
- 12. Ordinance accepting the Replat of Lots 4 and 5 of Northbrooke. (1st Read)
Discussion/Vote.**
- 13. New Business.**
- 14. Unfinished Business.**
- 15. Recess Open Session.**
- 16. Open Executive Session.**
- 17. Close Executive Session.**
- 18. Adjourn Meeting.**

THE TENTATIVE AGENDA OF THIS MEETING INCLUDES A VOTE TO CLOSE PART OF THE MEETING PURSUANT TO RSMO SECTION 610.021 # (3) and (13) PERSONNEL.

IF YOU HAVE SPECIAL NEEDS, WHICH REQUIRE ACCOMMODATION, PLEASE NOTIFY CITY PERSONNEL AT CITY HALL. ACCOMMODATIONS WILL BE MADE FOR YOUR NEEDS. REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING THE CITY CLERK AT 417-742-5302.

Jennifer Rowe
City Clerk



AGENDA ITEM #3

Consent Agenda

"A Consent Agenda allows the Board of Aldermen to consider and approve routine items of business without discussion. Any member of the Board of Aldermen, the City Staff or the Public may request removal of any item from the Consent Agenda and request that it be considered under the Regular Agenda if discussion or debate of the item is desired. Items not removed from the Consent Agenda will stand approved upon motion by any Board member, second and unanimous vote to "approve the Consent Agenda as published or modified."

- a. Minutes from regular meeting June 24, 2019.
- b. Outstanding Invoices, draft and Check Paid Invoices for June 2019/July 2019.
- c. City Administrator and Department Head Reports.

**CITY OF WILLARD
BOARD OF ALDERMEN
REGULAR MEETING**

**June 24, 2019
7:00 p.m.**

Staff present: City Administrator, Brad Gray; City Clerk, Jennifer Rowe; and Finance Director, Carolyn Halverson.

The City Attorney Ken Reynolds was not present.

Citizens in attendance: Mindy Latham, Michael Smith, Terry Kathcart and Doris Kathcart.

Pledge of Allegiance.

The Pledge of Allegiance was led by Mayor Hendrickson.

Call to Order.

Mayor Hendrickson called the meeting to order at 7:02 p.m.

Roll Call.

The City Clerk conducted the Roll Call. Alderman McEntire-present, Alderman Snider-(arrived late), Alderman Stewart-present, Alderman Whitman-present, Alderman Baird-present, Alderman Jones-present, and Mayor Hendrickson-present.

Agenda Amendments/Agenda Approval.

Motion was made by Alderman Stewart and seconded by Alderman McEntire to approve the Agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Stewart, Whitman, Baird and Jones.

Consent Agenda.

Motion was made by Alderman Whitman and seconded by Alderman Jones to approve the Consent Agenda. Motion carried with a vote of 5-0. Voting aye: Aldermen McEntire, Stewart, Whitman, Baird and Jones.

Alderman Snider arrived at 7:07 p.m.

Discussion/Vote to approve current May/June 2019 Outstanding Invoices, Check and Draft Paid Invoices.

Motion was made by Alderman Baird and seconded by Alderman Stewart to approve the current May/June 2019 Outstanding Invoices, Check and Draft Paid Invoices. Motion carried with a vote of 6-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman, Baird and Jones.

Citizen Input.

None.

Discussion/Vote to appoint Pat Lloyd and James McKee to the Planning and Zoning Commission.

Mayor Hendrickson discussed the two applications received for the Planning and Zoning Commission. Discussion was made on their backgrounds. Motion was made by Alderman Baird and seconded by Alderman McEntire to appoint Pat Lloyd and James McKee to the Planning and Zoning Commission. Motion carried with a vote of 6-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman, Baird and Jones.

New Business.

City Administrator Brad Gray informed the Board that Chief was nominated as Man of the Year for the Springfield Business Journal. He was one out of 20 chosen.

Alderman Snider stated that he had received a complaint from a resident on Pheasant about the parade route and road closing with little notification ahead of time.

Unfinished Business.

Mr. Gray discussed Food Trucks and how they were being addressed currently.

Alderman Baird asked for an update on the Speed Limit reduction request for Deerfield Subdivision.

Adjourn.

Motion was made by Alderman Whitman and seconded by Alderman McEntire to Adjourn. Motion carried with a vote of 6-0. Voting aye: Aldermen McEntire, Snider, Stewart, Whitman, Baird and Jones.

The meeting was adjourned at 7:18 p.m.

Jennifer Rowe, City Clerk

Corey Hendrickson, Mayor of Willard

Public Works Report

June 2019

Water

- The water department spent the month on routine operations including collecting water samples, monthly meter reading, daily monitoring of the four wells and maintenance of the chlorine monitoring equipment and the well houses.
- Repaired water leaks at Chandler and Southview and on Farm Rd. 104.
- Completed repairs at four locations where waterlines had been exposed due to flooding.
- The pump motor for Willard well 2 was damaged and had to be replaced. Initial indications from Flynn Drilling is that it was damaged by lightning.
- Completed 165 utility locates.

Sewer

- Inspected sewer lines behind the Willard Intermediate School. Identified approximately 200 ft. of 6" line that needs to be replaced.
- Installed riser rings on 7 manholes and 1 cleanout in the B lift station service area that were sitting below ground level.
- **Lift Station 94 Status** – No change. We are waiting on the completion of the B equalization basin before installing the new pumps in Regional.
- **Lift Station B Flow Equalization Project Status** – The project is approximately 80% complete. All concrete work has been completed. The contractor is installing the manhole and grading. The perimeter fence still needs to be installed also.

Streets

- **Miller Road Widening Project Status** – Bids were rejected, and the project will be re-bid in late July.
- Repaired flood damage on Southview and New Melville.
- Cleaned out storm sewer at 404 Covington
- Repaired hole at JFK and Barwick caused by a hole in the culvert.
- Cleaned out ditches on Farm Rd. 103. And at several locations in town
- Patched asphalt at several locations where we had repaired water leaks earlier this spring.
- Mowed right of way
- Completed 119 Service Orders.

Equipment Usage and Repairs

June 2019

Equipment No.	Description	June 1 Miles/Hours	June 30 Miles/Hours	Monthly Usage	Service and Repairs	YTD Repair Cost
1	2013 Ford F-150	68,119	69,260	1,141		\$ 23.73
2	2004 Chevy 1 Ton Dump	131,284	132,142	858	\$64.37	\$ 310.54
3	2003 Chevy 1 Ton Utility - Sewer	161,619	162,825	1,206		\$ 38.61
4	1998 Dodge 1/2 Ton FB	127,304	127,371	67		
5	2001 Chevy 1500	102,645	103,035	390		\$ 23.73
6	2000 Chevy 3/4 Ton FB	145,109	145,109	-		\$ 8.99
7	1993 Ford 1 Ton Utility - Water	93,177	93,195	18		\$ 7.60
	2005 International 3200 Dump	20,458	20,516	58		\$ 395.15
	2017 Chevy Silverado	17,183	17,499	316		\$ 23.73
	Water Van	382	384	2		
	1998 Chevy S-10	155,189	155,235	46		
	Case Backhoe	2,481	2,547	66		
	60XT Case Skid Steer			-		
	Kubota RTV 1100	780	782	2		
					\$64.37	\$ 832.08

Description of Repair/Service

PD#1	2013 Dodge Charger (old #4)	
PD#2	2013 Dodge Charger	oil, filter, rotate tires and replace right rear rotor
PD#3	2013 Dodge Charger	
PD#4	2017 Ford Explorer	
PD#5		
PD#6	2013 Dodge Charger	
PD#7	2017 Ford Explorer	
PD#8	2008 Harley Davidson	
	Emergency Generator	

Parks and Recreation - Director's Report – June 2019

Department Tasks

Budget planning-

June is hectic as always, but revenue really starts to pick up due to summer camp and aquatics being a major draw. I am still in the process of outlining next year's revenue and expenses

Event/Program Planning

Freedom Fest 2019 is larger in terms of vendor revenue than 2018. We have many food trucks, and foods from all over the world are represented. We marketed the event more aggressively, and we have focused on communication about parking and shuttle routes on social media.

2019 Capital Improvement Projects

The Rec Center planting is complete. The roof at the Rec Center has been repaired and has not leaked since the repair.

Baseball Storage/Additional Storage at Rec Center: As mentioned in a previous report, we are exploring expanding the Pole Barn to encompass storage as well. Update—This project will need to be a published bid, the one contractor I had out was way over what we had budgeted.

Camp Sites @ Highline are in progress, again, staff time and ground conditions are the main delay, however, one site has been installed, and is marked with a white stake at the Trail. I am working on improving signage.

Much of the Disc Golf course is underwater, however, I am still working on directional signs for the course.

Maintenance

The pole barn has lost a portion of its roof, (about 25%, some structure damage to roof). We have discussed doing this in house (time constraints) but if we contract it out, this project will need to be a sealed bid.

Insurance will cover \$14,000, and with the \$10,000 budget for Rec Center and Baseball storage, so we have to work within that range. The initial contractor bid around \$60,000 to double the size of the building.

I am currently seeking bids to either or replace a broken AC unit. It is nearing 18 years old.

We will have to decide if we would like to repair it (cost dependent on amount of refrigerant required) or replace it. I am seeking bids for both options. Repair could get us a year or two, but 15-18 (we are at years seems to be the industry life expectancy. Bids for replacement so far range from \$12,000-\$20,000 so this project will need to be a published bid as well.

Upcoming Programs / Events

Soccer and Volleyball: Registration Begins in August

Baseball: 188

Ongoing Programs

Youth dance has been one of our most successful programs, senior exercise programs have shown some growth as well. The senior Wednesday lunch is showing a decrease in numbers; we are working on promoting more effectively. Adult Fitness programs (Fitness: Zumba, Tiger Tone, Cardio Blast) fluctuate, with Zumba being the most successful by far.

Pool is OPEN!

We are aiming a senior specific aqua fitness class to begin in July.

Planning and Development Report
July 8, 2019

Ongoing Projects-

HWY 160 Improvements- Staff attended a preconstruction meeting on June 27, 2019 at the MO DOT District office in Springfield. Staff has been informed that extra fill will be placed behind McDonalds on property owned by Conco. This area will be more visible and marketable when the filling is complete. APAC has been awarded the contract and clearing and grading will start the 2nd week of July with a completion date of 12-2020.

ATM Commercial Subdivision Phase 2 Gauge Crossing Subdivision- Staff is nearing completion in the review process with the City consultant.

Capacity Improvements – Contract # 1- Staff is anticipating a final pay request for the remainder of the retainage to be released to the contractor.

Lift Station B- 95% completed

Longview Subdivision- Work continues on several homes nearing completion in the subdivision. Staff has an agenda item included in the packet pertaining to this subdivision relating to the sanitary sewer. Homes have been started on 20 out of the 24 lots in the subdivision.

First Baptist Church- All inside work has been completed. Staff has conducted a final inspection and has approved all aspects of the inside construction. A temporary use permit has been requested and approved by the Planning Department. The outside work is primarily associated with the parking lot and grading, landscaping issues. The Fire Department was present for the fire alarm testing procedures.

Transportation Alternative Program Sidewalk Grant – The surveyors have started gathering topographic information for the project. We are awaiting word from the engineers on the preliminary plans.

North Brook Apartments- Staff presented a replat of lot #4 and #5 to the Planning and Zoning Commission on June 25 and received unanimous approval.

Robertson Estates- Staff presented a sketch plan for 33 lots to the Planning and Zoning Commission. Several citizens were present and voiced concerns for stormwater and sewer. The developer's engineer was present to address the citizen comments. The commission voted to recommend approval of the sketch plan as submitted. Please see attached P/Z minutes

West Ridge- Staff is working with representatives of the Floyd Family Trust on a 17-lot single family planned development located west of Whispering Oaks Subdivision, fronting Farm Rd 68.

Floodplain Map Meeting – Staff attended a meeting with Greene County staff and SEMA at the Community building to present the proposed FEMA FLOODPLAIN Maps to the public. The

meeting was held at the Willard Community Building on Thursday June 6th2019 at 6:00pm-8:00pm. The City of Ash Grove was present as well. A light turnout was received but most everyone I spoke to will benefit from the proposed map revisions.

Liberty Utilities/Empire Electric- Work continues around town.
Staff is working on the F.O.G. Inspection Program. Letters have been mailed out to the FSE's and a packet of information has been provided to them. Inspections have started and are ongoing. To date 8 out of 24 facilities have been inspected.
Staff continues to assist other departments as needed.
Staff currently has twenty-four (24) R-1 building permits open.

Planning Assistant- Please find the attached monthly update from Abby.

If you have any questions, please contact me at City Hall or develop@cityofwillard.org
Randy Brown, Director of Development

Planning and Development:

21 permits were issued this month, total fees collected is \$12,209.90. Estimated value of work being done is \$660,000.

4 Reroofs

4 single family homes

4 Accessory buildings

1 Residential Remodel - Fire damage

2 Firework Tents

2 food trucks

3 Privacy fences

1 Permit extension

Permits issued for the year: 87

Total Fees collected: \$42,114.75

Total value of work: \$2,153,400

Mapping:

A resident requested flood maps of his property with the current maps, and the preliminary 2020 maps.

Resolution was made with Greene County and 911 communications office with some addressing issues.

Maps were obtained, created or printed for various meetings this month.

Prosecuting Clerk:

376 Open cases without dispositions

217 Open cases with dispositions, still pending payments

139 Probation cases

28 Deferred cases

CITY CLERK: (Informational only) JUNE 2019

- ~Issued 5 Business Licenses
- ~Assisted other departments with grant paperwork and research.
- ~Completed all Agendas, packets, Proclamations, Resolutions, Ordinances and typed Minutes for BOA, BOADJ, P&Z, ECDTF, Traffic Committee and Tree Board.
- ~Updated website with new information.
- ~Assisted with gathering and writing articles for the Newsletter.
- ~Maintained updated "streetlight outage" list and ensured Liberty was notified.
- ~Handled citizen complaints and directed to the appropriate department heads.
- ~Attended Clerks Division Board Meeting in Joplin.
- ~Ensured public notices were completed and sent to the paper.
- ~Completed Sunshine requests as received.
- ~Mailed reminders on Liquor Licenses for Willard and completed new Licenses.
- ~Posted Job opening and handled all incoming applications and resumes, directing to the appropriate department head.

EMERGENCY MANAGEMENT: (Informational only) JUNE 2019

- ~Met with County Mitigation planner to go over Mitigation Goals.
- ~Attended Greene County TEPW (Training & Exercise Planning Workshop)
- ~Worked severe weather, monitored for damage, kept WEBEOC updated.
- ~Working on finalizing plans for Table Top Exercise with County.
- ~Applied for Walmart grant for Chromebooks and weather alert radios.

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

<u>I. COURT INFORMATION</u>		Municipality: Willard Municipal Court	Reporting Period: Jun 1, 2019 - Jun 30, 2019	
Mailing Address: 224 W JACKSON ST, WILLARD, MO 65781				
Physical Address: 224 W JACKSON ST, WILLARD, MO 65781			County: Greene County	Circuit: 31
Telephone Number:		Fax Number:		
Prepared by: JESSICA TRUITT		E-mail Address:		
Municipal Judge: Kristoffer Barefield				
<u>II. MONTHLY CASELOAD INFORMATION</u>				
		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations/informations) pending at start of month		18	291	121
B. Cases (citations/informations) filed		1	27	8
C. Cases (citations/informations) disposed				
1. jury trial (Springfield, Jefferson County, and St. Louis County only)		0	0	0
2. court/bench trial - GUILTY		0	0	0
3. court/bench trial - NOT GUILTY		0	0	0
4. plea of GUILTY in court		2	30	15
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)		0	11	0
6. dismissed by court		0	0	0
7. <i>nolle prosequi</i>		1	6	1
8. certified for jury trial (not heard in Municipal Division)		0	0	0
9. TOTAL CASE DISPOSITIONS		3	47	16
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]		17	271	113
E. Trial de Novo and/or appeal applications filed		0	0	0
<u>III. WARRANT INFORMATION (pre- & post-disposition)</u>				
<u>IV. PARKING TICKETS</u>				
1. # Issued during reporting period	24	1. # Issued during period	0	
2. # Served/withdrawn during reporting period	20	<input checked="" type="checkbox"/> Court staff does not process parking tickets		
3. # Outstanding at end of reporting period	362			

MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Willard Municipal Court	Reporting Period: Jun 1, 2019 - Jun 30, 2019
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V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)	Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs, witness fees, and board bill/jail costs.	
Fines - Excess Revenue	\$0.00	No Data Available
Clerk Fee - Excess Revenue	\$0.00	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited \$0.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$0.00	Bond Refunds \$14.00
Bond forfeitures (paid to city) - Excess Revenue	\$0.00	Total Disbursements \$14.00
Total Excess Revenue	\$0.00	
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		
Fines - Other	\$0.00	
Clerk Fee - Other	\$0.00	
Judicial Education Fund (JEF) <input type="checkbox"/> Court does not retain funds for JEF	\$0.00	
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00	
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$0.00	
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$0.00	
Law Enforcement Training (LET) Fund surcharge	\$0.00	
Domestic Violence Shelter surcharge	\$0.00	
Inmate Prisoner Detainee Security Fund surcharge	\$0.00	
Sheriffs' Retirement Fund (SRF) surcharge	\$0.00	
Restitution	\$0.00	
Parking ticket revenue (including penalties)	\$0.00	
Bond forfeitures (paid to city) - Other	\$0.00	
Total Other Revenue	\$0.00	

CITY OF WILLARD, MISSOURI

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



AGENDA ITEM #8

Discussion/Vote to approve changing of street signs.

KIME STREET



JACKSON STREET



FARMER ROAD



MILLER ROAD



TIGER DRIVE



TIGER ALLEY



ROAR ROAD





AGENDA ITEM #9

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

Sponsored by the Director of Development.

Background Report for the Sewer Relocation Longview Subdivision

Date - June 26, 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

considered invalid and the Board of Aldermen shall institute proceedings to have the plat stricken from the records of the County pursuant to applicable State Statutes.

E. *Sale Of Land.* No owner or designated agent of any land located within a subdivision shall transfer, sell, agree to sell or negotiate to sell any land by reference to, exhibition of or by the use of a plan or plat of a subdivision before such plan or plat has been approved and recorded in the manner prescribed herein. The description of such lot or tract by metes and bounds in the instruments of transfer or other documents used in the process of selling or transferring shall not exempt the transaction from the provisions of this Chapter.

F. *Permits.* No development permit or certificate of occupancy shall be issued for any lot, parcel or tract of land which was created after the effective date of this Chapter and which is not in conformance with the provisions of this Chapter.

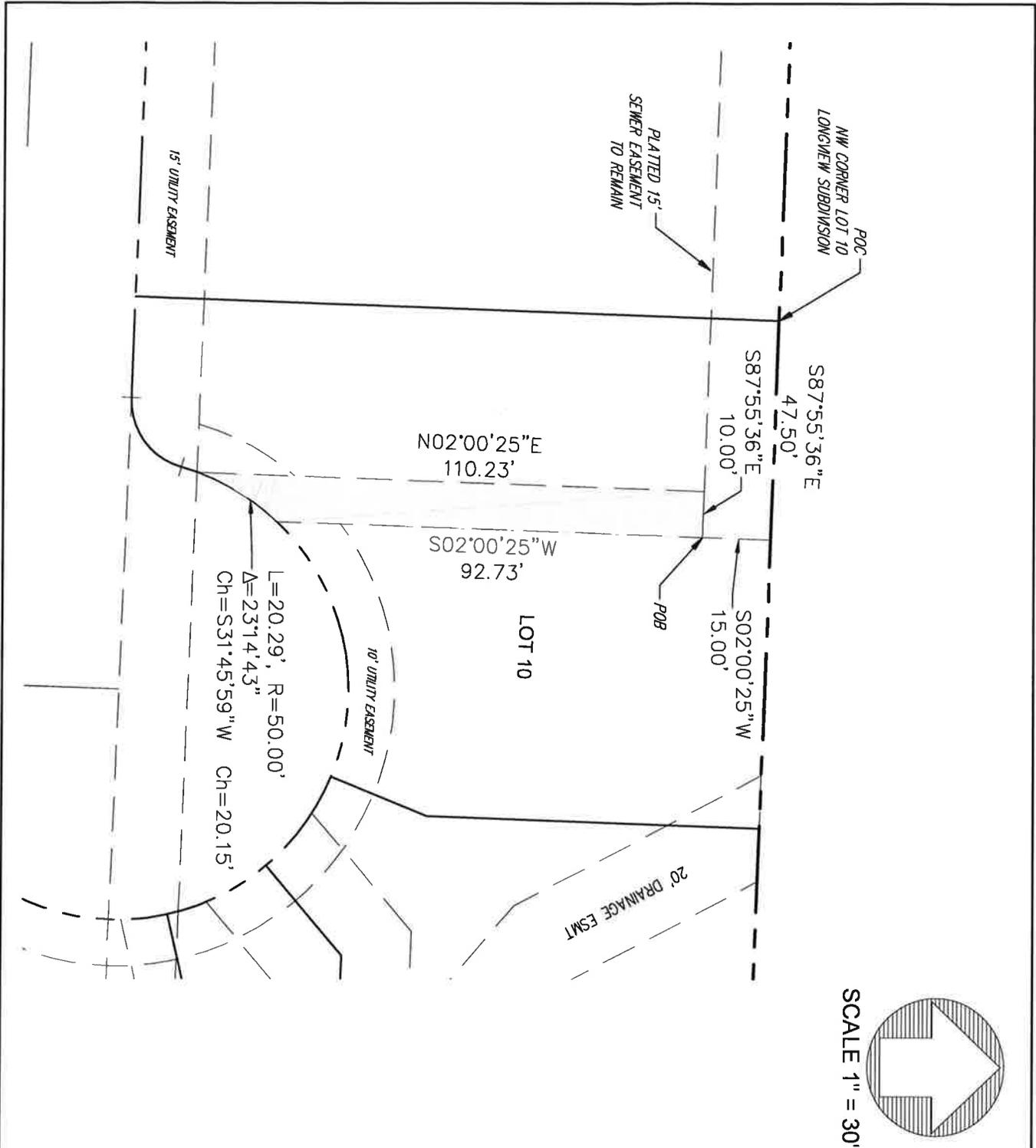
G. *Excavation And Construction.* No excavation of land or construction of any public or private improvements shall take place or be commenced except in conformity with the provisions of this Chapter.

H. *Revision Of Plat After Approval.* No changes, erasures, modifications or revisions shall be made on any plat of a subdivision after final approval has been given by the Board of Aldermen and endorsed in writing on the plat, unless the plat is first resubmitted to the Planning and Zoning Commission and the Board of Aldermen in accordance with the procedures proscribed herein.

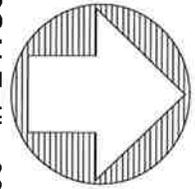
I. *Application To Areas Outside Corporate Limits.* Where City water, sewer or any other public improvement may be extended to areas outside of the corporate limits of Willard, such improvement shall be installed in conformity with the applicable provisions of this Chapter and Chapter 405, Design Standards for Public Improvements.

J. *Vacation Of Plats.*

1. Any plat or any part of any plat may be vacated by the owner, at any time before the sale of any lot therein, by a written instrument, to which a copy of such plat shall be attached declaring the same to be vacated.
2. Such instrument shall be approved by the Board of Aldermen in like manner as plats of subdivisions. The Board of Aldermen may reject any such instrument that abridges or destroys any public rights in any of its public uses, improvements, streets or other public rights-of-way.
3. Where lots have been sold, the plat may be vacated in the manner herein provided by all the owners of lots in such plat joining in the execution of such instrument.



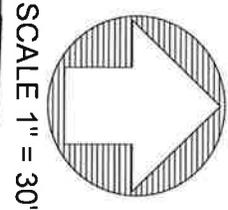
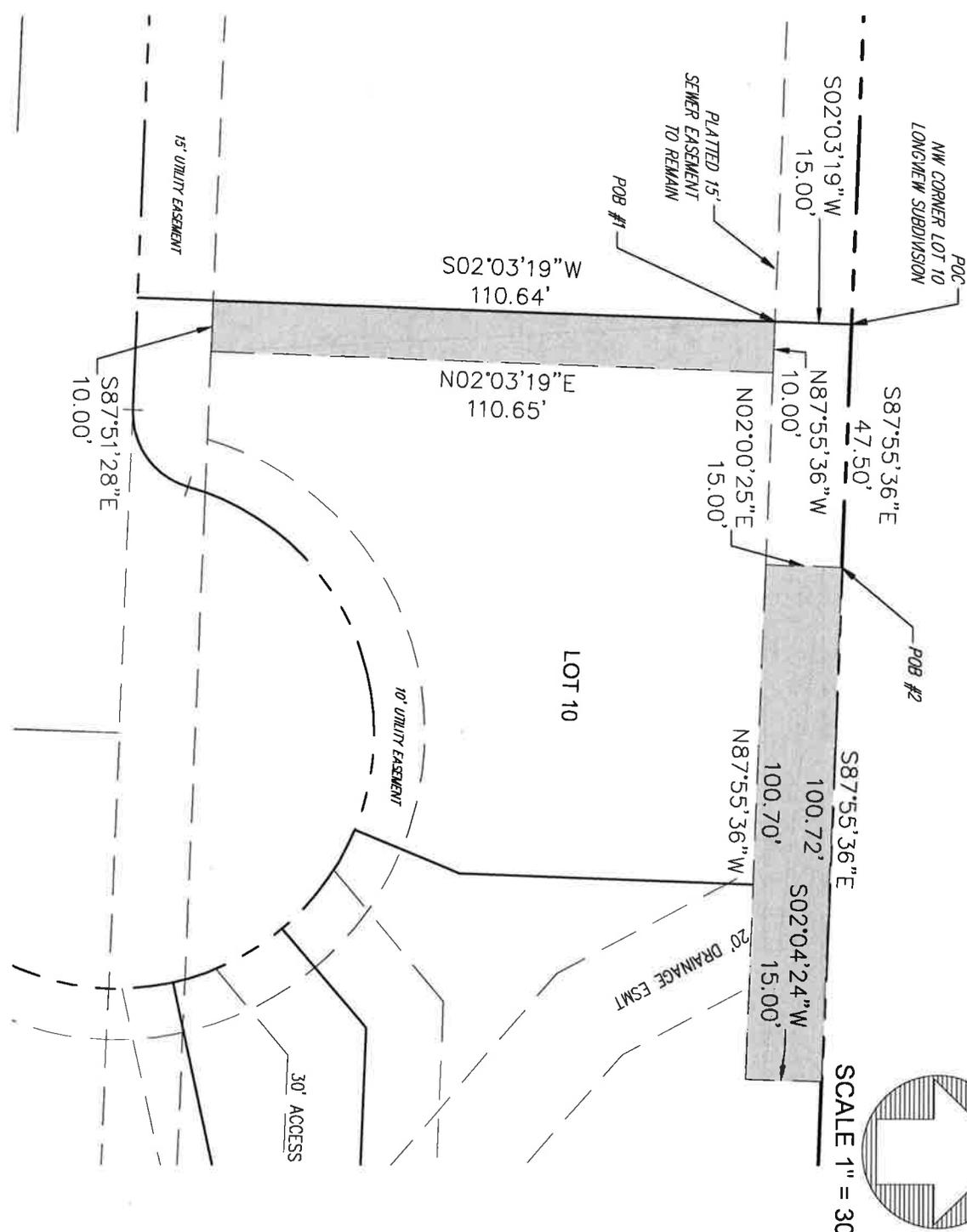
SCALE 1" = 30'



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.

 <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 #2005075504 Land Surveying #2009028050</p>	<p>SEWER EASEMENT RELINQUISHMENT</p> <p>LONGVIEW SUBDIVISION</p>		DATE:
				05/31/2019
				PROJECT NO.:
				1809



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>	Missouri State Certificate of Authority Engineering #2005045504 Land Surveying #2009028050	SEWER EASEMENT LONGVIEW SUBDIVISION		DATE: 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

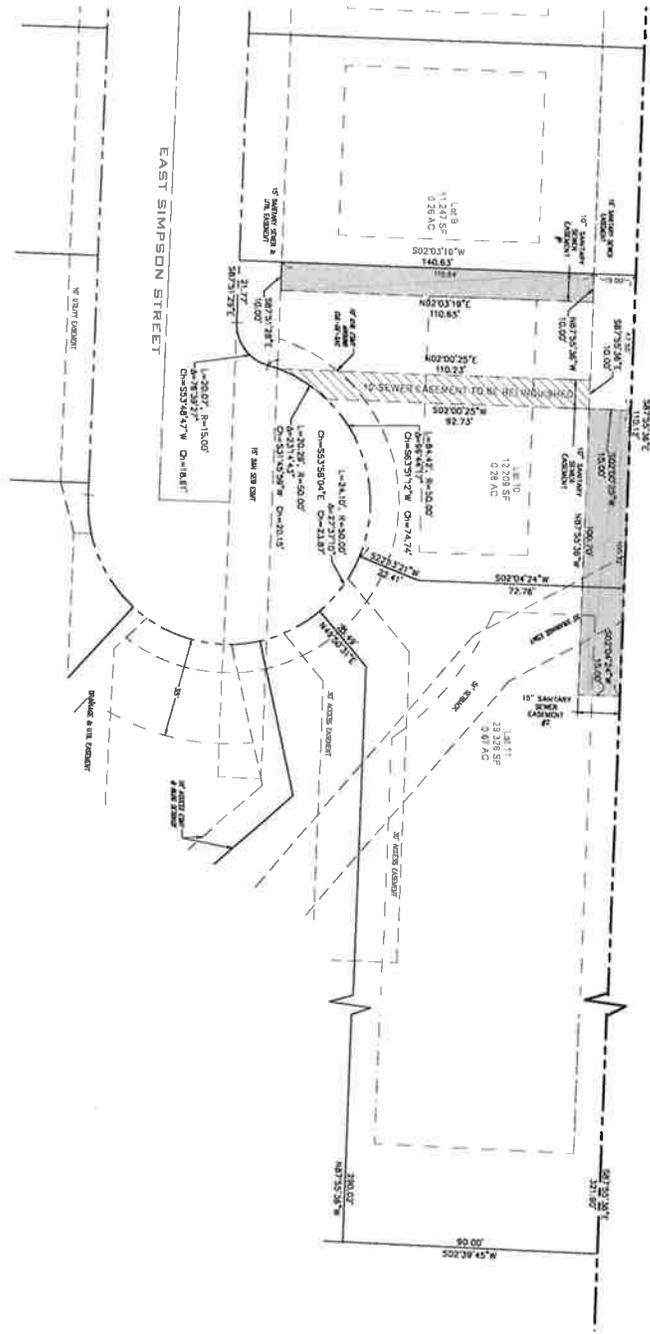
Point of Beginning #1

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° 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° 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° 51' 28" East along and with said North line, a distance of 10.00 feet; thence, North 02° 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° 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

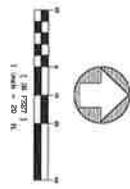
Commencing from the Northwest corner of Lot 10 in Longview Subdivision, a platted subdivision in the city of Willard, Greene County, Missouri; thence, South 87° 55' 36" East along and with the North line of Lot 10, a distance of 47.50 feet to the POINT OF BEGINNING #2; thence, South 87° 55' 36" East along and with said North line, a distance of 100.72 feet; thence, South 02° 04' 24" West departing said North line, a distance of 15.00 feet; thence, North 87° 55' 36" West, a distance of 100.70 feet to the East line of a platted 15 foot sewer easement; thence, North 02° 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.

EASEMENT REVISION EXHIBIT
FOR
LONGVIEW SUBDIVISION
SECTION 36, T30N, R23W
WILLARD, GREENE COUNTY, MISSOURI



VICINITY MAP
NOT TO SCALE

LEGEND
 ALLOCATED EASEMENT TO BE REINSTATEMENT
 NEW EASEMENT NOT TO BE REINSTATEMENT



NO.	DATE	BY

EASEMENT REVISION EXHIBIT FOR
LONGVIEW SUBDIVISION
SECTION 36, T30N, R23W
WILLARD, GREENE COUNTY, MISSOURI

LEE Engineering & Associates, L.L.C.
1200 E. Woodhurst Dr., Suite D200
Springfield, Missouri 65807
417-886-9100 (phone)
417-886-0336 (fax)

LEE ENGINEERING & ASSOCIATES, L.L.C.
"Engineering with Integrity"

DATE: 2018-06-28
SCALE: 1" = 40'
PROJECT: _____



AGENDA ITEM #11

Discussion/Vote to accept the Robertson Estates Phase 2 Sketch Plan.

Sponsored by the Director of Development.

Back ground Report for Robertson Estates Phase 2 Sketch Plan

Date – June 26, 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- 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.

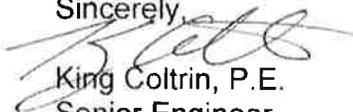
To the south is school property. The City should inquire of the school district whether or not they would like a stub street extended to their property. If the school does not want a street extended to their property, then that street could be removed from the required infrastructure for this project.

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



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	HAMBAY CONSTRUCTION LLC	211 FARMER ST S	06/26/2018
0726201097	HAMBAY CONSTRUCTION LLC	213 FARMER ST S	06/26/2018
0726201098	HAMBAY 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

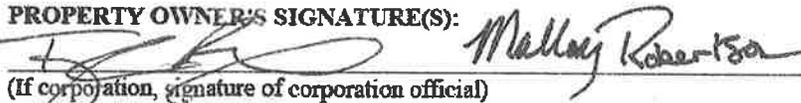
If corporation, Corporate Official: _____

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)



AGENDA ITEM #12

Ordinance accepting the Replat of Lots 4 and 5 of Northbrooke. (1st Read) Discussion/Vote.

Sponsored by the Director of Development.

First Reading: 07/08/2019

Second Reading: _____

Council Bill No.: 19-23

Ordinance No.: 190708A

AN ORDINANCE

AN ORDINANCE TO ACCEPT THE REPLAT OF LOTS 4 AND 5 OF NORTHBROOKE SUBDIVISION AS A SUBDIVISION IN THE CITY OF WILLARD GREENE COUNTY, MO.

WHEREAS, on June 12, 20016, the Board of Aldermen of the City of Willard, Missouri, approved the Final Plat of Northbrooke, as a subdivision of the City of Willard; and

WHEREAS, the Developers desire to replat part of lot 4 with lot 5 to create a large enough lot for building; and

WHEREAS, on June 25, 2019, the Planning and Zoning Commission of the City of Willard, Missouri, reviewed the Replat of Northbrooke and voted to recommend approval to the Board of Aldermen of the City of Willard.

NOW THEREFORE, BE IT HEREBY ORDAINED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section 1: That the replat of Northbrooke Subdivision in Willard, Greene County Missouri, as shown by the replat filed with the City Clerk of the City of Willard, Missouri, is hereby accepted and approved and declared as a subdivision of the City; that the replat of said property comprises the following real estate to-wit:

ALL OF LOT 5 OF THE REPLAT OF LOTS 4 AND 5 OF THE FINAL PLAT OF NORTHBROOKE, A RESIDENTIAL PLANNED DEVELOPMENTS DISTRICT IN THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, RECORDED IN PLAT BOOK "ZZ", PAGE 245.

SUBJECT TO ALL RIGHTS OF WAY AND EASEMENTS OF RECORD.

Section 2: Upon compliance with all the requirements of this ordinance, the City Clerk is hereby authorized to endorse the Board of Aldermen's approval upon the replat pursuant to Section 445.030, RSMo.

Section 3: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

READ TWO TIMES AND PASSED AT A MEETING OF THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI ON THE _____ DAY OF _____, 2019.

APPROVED BY: _____, Mayor

ATTEST: _____, City Clerk

Approved as to form: _____, City Attorney

MEMBERS OF THE BOARD OF ALDERMEN:

1ST READ:

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

SAM BAIRD

JON JONES

YES

NO

ABSTAINED

MEMBERS OF THE BOARD OF ALDERMEN:

2ND READ:

CLARK MCENTIRE

SAMUEL SNIDER

DONNA STEWART

LARRY WHITMAN

YES

NO

ABSTAINED

SAM BAIRD

JON JONES

DRAFT

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

Date : June 26, 2019

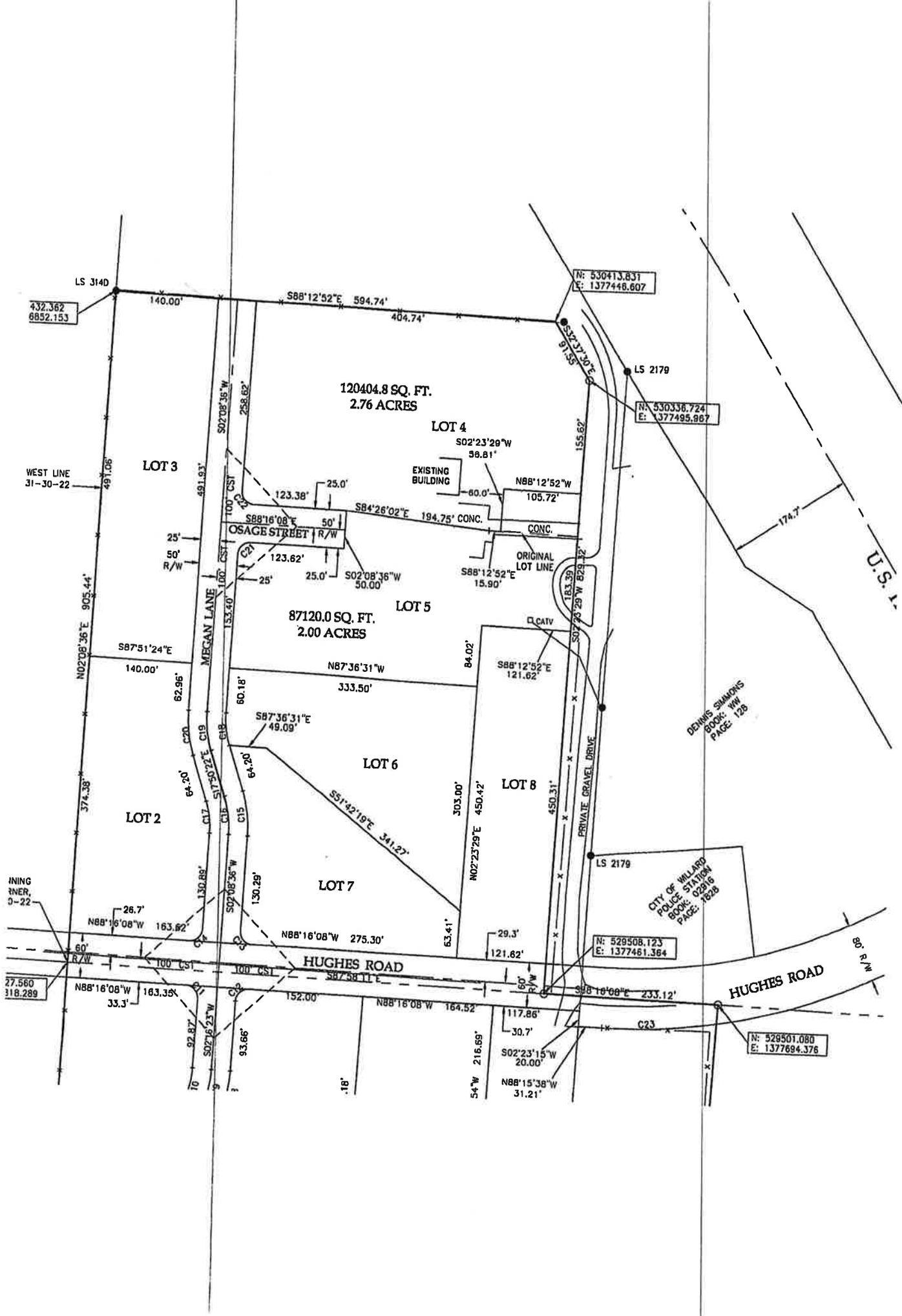
Location: 778-780 Osage

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

LS 3140

LOT 3

120404.8 SQ. FT.
2.76 ACRES

LOT 4

N: 530413.831
E: 1377448.607

LS 2179

NA 530336.724
E: 1377495.967

WEST LINE
31-30-22

EXISTING BUILDING

OSAGE STREET R/W

ORIGINAL LOT LINE

U.S. 1

87120.0 SQ. FT.
2.00 ACRES

LOT 5

LOT 6

LOT 8

LOT 2

LOT 7

CITY OF WILLARD
POLICE STATION
BOOK: 02916
PAGE: 182B

DEWIS SIMMONS
BOOK: 1111
PAGE: 128

HUGHES ROAD

HUGHES ROAD

INING
TNER,
0-22

27.560
318.289

N: 529508.123
E: 1377461.364

N: 529501.080
E: 1377684.376



Providing Transportation and Engineering Solutions

5051 S. National. Ste. 7A
Springfield, MO 65810
Phone: 417.889.3400
Fax: 417.889.3102
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.