

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

October 25, 2016

7:00 p.m.

Willard City Hall

224 W. Jackson Street

PLANNING AND ZONING MEMBERS

Adam Shelledy, Chairman

Lucille Murray-Vice-Chairman

Valorie Simpson, Secretary

Mayor Corey Hendrickson

Jamie Buckley-Alderman

Terry Kathcart

Dave Helton

Randy Brown, Director of Development

www.cityofwillard.org

CITY OF WILLARD
PLANNING AND ZONING
REGULAR MEETING
October 25, 2016
7:00 P.M.

Notice posted on October 19, 2016

Notice is hereby given that the City of Willard, Planning and Zoning will conduct a regular meeting at 7:00 p.m., October 25, 2016 at Willard City Hall, 224 W. Jackson, Willard, Missouri.

1. Call the meeting to order.
2. Roll Call.
3. Agenda Amendments/Agenda Approval.
4. Approval of the Minutes from the meeting on September 22, 2016.
5. Citizen Input.
6. Discussion/Vote on Final Plat for Green Acres Subdivision.
7. Discussion/Vote on Autumn Brook 2nd Phase Preliminary Plat.
8. Discussion on New Melville Road.
9. Old Business.
10. New Business.
10. Adjourn Meeting.

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
September 27, 2016
7:00 P.M.

Staff present: Interim City Administrator, Jim Bentley; City Clerk, Jennifer Rowe; and Director of Development, Randy Brown;

Citizens present: None

Meeting opened by Vice-Chairman Lucille Murray at 7:02 p.m.

Roll Call

Present: Lucille Murray, David Helton, Valorie Simpson, and Mayor Corey Hendrickson. Absent: Alderman Buckley, Adam Shelledy and Terry Kathcart.

Agenda Amendments

The City Clerk informed the Board that the Annexation had been tabled and would be brought back to the next Planning and Zoning meeting in October. Motion was made by David Helton and seconded by Mayor Hendrickson to approve the Agenda Amendment. Motion carried with a vote of 4-0. Voting aye: Lucille Murray, David Helton, Valorie Simpson and Mayor Hendrickson.

Approval of Agenda

Motion was made by Mayor Hendrickson with a second by David Helton to approve the Agenda with changes. Motion carried with a vote of 4-0. Voting aye: Lucille Murray, David Helton, Valorie Simpson and Mayor Hendrickson.

Approval of minutes from August 23, 2016

Motion was made by Mayor Hendrickson with a second by Valorie Simpson to approve the Minutes from the August 23, 2016 Planning and Zoning Meeting. Motion carried with a vote of 4-0. Voting aye: Lucille Murray, David Helton, Valorie Simpson and Mayor Hendrickson.

Citizens Input

None

Discussion/Vote on preliminary plat revision for Robertson Estates.

Director of Development Randy Brown informed the Board that after the Commission had approved the preliminary plat for Robertson Estates with some requirements for the floodplain, the developers decided to revise the plat. Instead of the seven (7) original lots, there were now six (6). There will also be a detention area between lots four (4) and five (5). There is still a requirement to further define the floodplain studies and elevation for the area. Notice was given that the lots still affected by the floodplain may need to purchase flood insurance as well. Great River Engineering has also reviewed the storm water detention area and a buyout was requested for five thousand five hundred fourteen dollars and forty-eight cents (\$5514.48). The developers have stated there will be a two (2) foot berm along the property line to control flooding to Linn Drive as well. Valorie Simpson asked if there would be an access for the future development and Mr. Brown stated yes. She also asked if the City can ensure everything is right with the floodplain on lots four (4) and (5) if this was approved. Mr. Brown stated that the preliminary plat with seven (7) lots was approved, but the changes required him to bring it back to the Commission for an update. Ms. Simpson asked if there was anything given to the developers in writing regarding the floodplain requirements. Mr. Brown said the developers were advised but we do not have all of the information from them yet. Motion was made by

Valorie Simpson and seconded by Mayor Hendrickson to accept the preliminary plat as revised for Robertson Estates. Motion carried with a vote of 4-0. Voting aye: Valorie Simpson, Lucille Murray, David Helton and Mayor Hendrickson. Motion was made by Valorie Simpson and seconded by Mayor Hendrickson to approve the storm water buyout. Motion carried with a vote of 4-0. Voting aye: Valorie Simpson, Lucille Murray, David Helton and Mayor Hendrickson.

Old Business

The Interim City Administrator Jim Bentley discussed how his first thirty (30) days on the job has gone so far. He updated the Commission on the meeting he had with the City of Springfield regarding the sewer plans. He informed the Commission that there will be a lot of projects coming in the next few meetings. Lucille Murray asked if the City would be more attractive to businesses if the sewer was fixed, and Mr. Bentley said yes.

Director of Development Randy Brown updated the Board regarding the upcoming Annexation and Rezoning requests for two parcels on the corner of AB and EE. He also stated that Phase two (2) of Autumn Brook Preliminary Plat will be coming to the next Planning and Zoning Meeting for approval. The Commission will also need to hold a public hearing on the new Amendments to the design standards in the near future. These changes included utilities in the Right-of-way now requiring tracer wires for means of locating them.

New Business

None.

Adjourn Meeting

Motion was made by Valorie Simpson and seconded by David Helton to adjourn. Motion carried with a vote of 4-0. Voting aye: Valorie Simpson, Lucille Murray, David Helton and Mayor Hendrickson.

Meeting adjourned at 7:30 p.m.

Valorie Simpson, Secretary

Lucille Murray, Vice-Chair P&Z

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AGENDA ITEM # 7

**Discussion/Vote on Final Plat for Green Acres
Subdivision.**

Background Report for Green Acres Subdivision
Final Plat

10-19-16

Location – Northwest corner of the intersection of State Highway Z and Jackson St.

Applicant/ Current owner – Jack and Fran Minnick

119 N. State Hwy Z, Willard, Mo.

Existing Zoning – R-1

Proposed Zoning R-1

Surrounding Land Uses:

North – R-1

South- Buffered by the Ozarks Greenway Trail

East- vacant agriculture

West – R-1 PDD

History : The property owner does not want to mow seven (7) acres, so he has decided to split the property into five (5) tracts and sell four of the five for buildable lots. Planning and Zoning and Board of Aldermen have approved the Preliminary Plat, the Public Improvements have been installed, inspected and approved by the Public Works Department and the design Engineer. All necessary easements have been noted on the Final Plat. Staff is working with all parties involved to insure As- Built Drawings will be provided before final approval.

Storm water – Based on the calculation a \$2.00 per cu. ft. charge would equate to a \$1858.00 fee being paid by the owner/developer.

Staff Comments: Staff has reviewed the Final Plat document based on the requirements listed in Section 400.1190 of the Willard Municipal Code and would ask for your consideration to recommend approval with the following changes / modifications to the mylar:

1. The final plat notes 18 lots – this should be changed to 5 lots.
2. An additional 10' of R.O.W. should be shown along Z HWY.
3. The sanitary sewer easement should be labeled sanitary sewer/utility easement.

Director of Development
Randy Brown

Green Acres Subdivision

PROTECTIVE COVENANTS AND RESTRICTIONS

WHEREAS, JACK E. MINNICK AND FRAN L. MINNICK, HUSBAND AND WIFE, hereinafter referred to as "OWNER" is the owner of property located in Greene County, Missouri, described as follows:

SEE LEGAL DESCRIPTION ON ATTACHED EXHIBIT

WHEREAS, it is the desire and intention of the OWNER to impose restrictions for the benefit of all the lands in the tracts and the future owner of those lands;

Now, therefore, the OWNER hereby declares that the property described above is held, sold and conveyed and improved subject to the following limitation, restriction, condition, and covenants, shall run with the land and shall be binding on all parties having or acquiring any right, title or interest in the described lands or any part thereof.

The failure by any land owner to enforce the restriction herein contained shall in no event be deemed a waiver to the right to do so thereafter as to the same breach or as to one occurring prior to or subsequent thereto.

1. No previously constructed house, mobile or modular home may be moved to any lot.
2. No structure of a temporary character, trailer, basement, shack, garage, barn or other outbuildings shall be used on any tract at any time as a residence.
3. Each and every house constructed shall be at least TWO THOUSAND (2,000) square feet, exclusive of open or screened porches, stoops, open terraces, garages, detached garages, shop, barn, container, etc.
4. No building, permanent or portable is permitted within 25 feet of any property boundary line.
5. No noxious or offensive activity shall be carried on upon any lot, nor shall

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AGENDA ITEM # 7

Discussion/Vote on Autumn Brook 2nd Phase Preliminary Plat.

Back ground Report for Autumn Brook Subdivision Phase II

Preliminary Plat

10/14/ 16

Applicant: Willard Development Company

Tract Size : 10.11 acres – 22 proposed lots

Existing Zoning: R-1 Single Family Residence

Proposed Zoning: R-1 Single Family Zoning

Surrounding Land Uses : North – Undeveloped R-2

South -- R-1 Single Family

East – R-1 Single Family

West – R-1 – School /City

History: The owners of the property submitted the original preliminary plat for Autumn Brook subdivision in 2004/ 2005. This subdivision plan was approved at that time by the City. Public Improvements were then constructed for Phase I and a final plat for 24 buildable lots was submitted and approved. The owner has completed the build out of Phase I and is requesting to build additional homes adjacent to the north of Becky Street. Due to the length of time since the original submittal, the Preliminary Plat has expired. The potable water, sanitary sewer and storm water facilities are in place for Phase II. The sidewalk, curb and gutter and street paving improvements will need to be installed before a final plat can be accepted. Staff has reviewed the Preliminary Plat based on the requirements in the Willard Municipal Code, Section 400.1180 and has communicated to the surveyor that is representing the developer correct/ add the following items before staff can recommend acceptance of the final plat,

1. Please show the intersection of Megan / Wright Street including R.O.W. lines, width and sight triangles – 400.1180 #12 (detailed construction drawings not submitted on file)
2. Please show any existing structures located on the property – 400.1180 #15
3. Please submit a draft of any covenants or restrictions that are proposed -400.1180 #17
4. Please show any existing storm sewers with size and dimensions – 400.1180 # 18
5. Please show the location of any proposed sewer house connections or laterals – 400.1180 #19

No comments have been received by Public Works at this time. These items list only what appears in need of correction or modification to any drawings required by ordinance and doesn't relieve any responsibility to the developer regarding the condition of any existing public improvements previously installed that have not been accepted by the City.

Director of Development
Randy Brown