

# 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**

**August 24, 2021**

**7:00 p.m.**

**Willard City Hall**

**224 W. Jackson, Willard, MO**

### PLANNING AND ZONING MEMBERS

**Alderman Baird**

**Terry Kathcart, Chairman**

**Valorie Simpson, Secretary**

**Mayor Samuel Snider**

**Jose Casanova, Vice-Chairman**

**Mike McCroskey**

**Jeff LaMontia**

**Burnis Coleman**

**Randy Brown, Director of Development**

[www.cityofwillard.org](http://www.cityofwillard.org)

CITY OF WILLARD  
PLANNING AND ZONING  
REGULAR MEETING  
August 24, 2021  
7:00 P.M.

Notice posted on August 19, 2021

Notice is hereby given that the City of Willard, Planning and Zoning will conduct a regular meeting at 7:00 p.m., August 24, 2021 at the Willard Community Building, 220 W. Jackson, Willard, MO.

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 June 22, 2021.
5. Citizen Input.
6. Discussion/Vote to appoint Chairman, Vice-Chairman and Secretary.
7. Public Hearing on ATM Square Phase 3 Preliminary Plat and Development Plan.
8. Discussion/Vote on ATM Square Phase 3 Preliminary Plat and Development Plan.
9. New Business.
10. Unfinished Business.
11. 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

June 22, 2021

7:00 P.M.

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

City Attorney Ken Reynolds was not present.

Citizens present: Michael Stalzer and Michael Long.

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

**Roll Call**

Present: Mayor Snider, Jose Casanova, Valorie Simpson, Terry Kathcart and Alderman Baird. Absent: Burnis Coleman, Mike McCroskey and Jeff LaMontia.

**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 5-0. Voting aye: Jose Casanova, Valorie Simpson, Terry Kathcart, Alderman Baird and Mayor Snider.

**Approval of the Minutes from the Meeting May 25, 2021.**

Motion was made by Valorie Simpson and seconded by Alderman Baird to approve the Minutes from the Meeting May 25, 2021. Motion carried with a vote of 5-0. Voting aye: Jose Casanova, Valorie Simpson, Terry Kathcart, Alderman Baird and Mayor Snider.

**Citizen Input.**

None.

**Discussion/Vote to appoint Chairman, Vice-Chairman and Secretary.**

Terry Kathcart stated that he had a request to postpone elections as there were changes to Commission Members happening soon. This will allow everyone a chance at a seat if they want it. Motion was made by Valorie Simpson and seconded by Jose Casanova to postpone elections until the July 2021 Planning and Zoning meeting. Motion carried with a vote of 5-0. Voting aye: Jose Casanova, Valorie Simpson, Terry Kathcart, Alderman Baird and Mayor Snider

**Discussion/Vote on ATM Square Sketch Plan Phase 3.**

Mr. Brown discussed the sketch plan for ATM Square Phase 3. Discussion was made on previous meetings and requests made. He introduced Michael Stalzer, representative for the developer. Discussion was made on proposed development and current CCR's filed with county stating no residential will be added. Discussion was then made on sidewalks, the water line, and right of way. Mr. Stalzer told the commission that most of these changes will happen during the Preliminary Plat and Planned Development stage. He agrees that removing the language stating no residential will be added in the CCR's and filing new CCR's with the County was needed first.

Discussion was then made on stormwater and the floodplain.

The Commission requested the sidewalk be extended from the east side of the last lot, all the way down New Melville to Barwick. They also would like to see the sidewalk pushed north toward Proctor Road connecting the multi-family. Mr. Brown stated that a West Ridge had agreed to finish the sidewalk to existing sidewalk on Arrowhead for connectivity as a show of good faith for the City, and this was possible for ATM as well with New Melville. Discussion was then made on the density and how it is controlled. Code allows for 12 units per acre, and this development is 2 ½ acres.

Mr Brown stated that he informed the developer that the current 6 inch water line from Proctor to New Melville would need to be upgraded to an 8 inch line between lots 6 and 7. If the City wanted to go to 10 inch lines, the City would

potentially assist with cost. He stated the fire department is concerned about fire hydrants and capacity in this new development.

Mr. Kathcart stated that for the Preliminary Planned Development, the water line, sidewalk, and right of way on Watson all needs to be addressed. The Engineers had stated that there needed to be a right of way dedication and relinquishment to straighten out the curve on Watson through lot 4.

Mr. Brown requested a schedule of completion for the floodplain in relation to the Final Development plan.

Discussion was also made on a cap for the number of allowed units being set at 21, as there seems to be a lack of parking for the amount of proposed units currently. Mr. Stalzer stated this would be set in the Preliminary development plan.

Motion was made by Valorie Simpson and seconded by Jose Casanova to approve the sketch plan for ATM Square Phase 3 contingent on the CCR's being updated to remove the language about no residential being allowed, and bring a copy to the City once filed with County. Motion carried with a vote of 5-0. Voting aye: Jose Casanova, Valorie Simpson, Terry Kathcart, Alderman Baird and Mayor Snider

#### **Discussion/Vote on HOA Covenants and Restrictions.**

Mr. Brown stated that Planning Assistant Abby Brixey had done research on the code and compared it to the example HOA Guidelines for Deerfield. Discussion was made on the requirements in the code for CCR's for developments. He stated there are no minimum standards for developing CCR's and he feels an example would help new developers as they come in. He was unsure if there was appetite to encourage an ordinance to enforce it with all new development if the City requires an HOA for the development. Alderman Baird stated it should be a guideline, but not a standard. Mr. Brown stated the only required verbiage so far is that the City is protected if the HOA fails. It is City Code that when an HOA fails, the City takes over maintenance and places liens on each property in that development until a new HOA is formed and takes over. Discussion was made on the City not being allowed to enforce HOA guidelines. Motion was made by Valorie Simpson and seconded by Terry Kathcart to present the list to future developers as a guideline for creating their CCR's. Motion carried with a vote of 5-0. Voting aye: Jose Casanova, Valorie Simpson, Terry Kathcart, Alderman Baird and Mayor Snider

#### **Discussion on Air BnB.**

Mr. Brown stated that staff had received a few requests regarding requirements with Air BnB's in Willard. Ms. Brixey has presented a lot of research of other cities as well as current code for Willard. He stated that in 2005, an Ordinance was passed for Bed and Breakfasts allowing them to be run with a Conditional Use permit. There is also a section in the code that prohibits boarding and lodging houses as home occupations, so the codes seem to contradict themselves. Mr. Brown stated that more research will be done and brought back at a later date. Alderman Baird stated he feels we should allow it but require a permit just to keep track of what is going on in Willard.

#### **New Business.**

Mr. Brown informed the Commission that Ron Crighton had reached out to him regarding the property at AB and EE. They are looking at possibly subdividing the 20 acres into one 10-acre Commercial lot, and two 5-acre residential lots. They are requesting information on water hookup and plan to have septic tanks on the property for sewer. Mr. Brown stated that once an application comes in, it will come back in front of the Commission for approval.

#### **Unfinished Business.**

None.

#### **Adjourn.**

Motion was made by Jose Casanova and seconded by Valorie Simpson to adjourn. Motion carried with a vote of 5-0. Voting aye: Jose Casanova, Valorie Simpson, Terry Kathcart, Alderman Baird and Mayor Snider

Meeting adjourned at 8:40 p.m.

## Chapter 400. Land Development Regulations

### Article V. Zoning District Regulations

#### Section 400.510. "PD" Planned Development District.

[Ord. No. 020227 §1(5.12), 2-27-2002; Ord. No. 070108C §1, 1-8-2007]

- A. *Authority.* Upon enactment of an ordinance by the Board of Aldermen, a development plan for a Planned Development District may be approved in any district in the City of Willard, subject to the procedures and standards in this Section.
- B. *Purpose.* The intent of the Planned Development ("PD") District is to encourage more creative and imaginative design than generally is possible under conventional zoning regulations. It is intended to permit, upon application and upon approval of site and use plans, the creation of "PD" districts. Suitability of such tracts for the "PD" District designation shall be determined by and shall be made in accordance with the Comprehensive Plan and designed to lessen congestion in the streets, to secure safety from fire, panic and other dangers, to promote health and the general welfare, to provide adequate light and air, to prevent the over-crowding of land, to avoid undue concentration of population, to preserve features of historical significance, to facilitate the adequate provision of transportation, water, sewerage, schools, parks, other public requirements and with a reasonable consideration being given to, among other things, the character of the district and its peculiar suitability for particular uses and with a view to conserving the land throughout the City.

The procedures herein established are intended to substitute procedural protections for substantive regulations in recognition of the fact that traditional density, bulk, spacing and use regulations, which may be useful in protecting the character of substantially developed areas, may impose inappropriate and unduly rigid restrictions upon the development or redevelopment of parcels which lend themselves to an individual, planned approach. In addition, a development plan should be designed to ensure that the following general goals will be achieved.

1. The proposed development may differ from the provisions of the other zoning districts of this Chapter, but are congruent with the spirit and intent of this Chapter and the Willard Comprehensive Plan.
2. The development will efficiently utilize the available land and will protect and preserve, to the extent possible, natural features of the land such as trees, streams and topographic features.
3. The development shall provide for harmonious and coherent site and building design that creates a sense of place.
4. The development will be located in an area in which transportation, Police and fire protection, other public facilities and public utilities, including sewerage, are or will be available and adequate for the uses proposed; provided however, that the applicant may make provision for such facilities or utilities which are not presently available.
5. In determining whether a proposed "PD" District should be approved, the Planning and Zoning Commission and the Board of Aldermen should consider the extent to which the

proposed development plan is consistent with the Willard Comprehensive Plan and the other adopted plans and policies of the City.

6. To achieve these purposes, the requirements for a "PD" District may vary from and be either more or less restrictive than the requirements of other district regulations in this Article.
- C. *Effect Of Planned Development District Approval.* Approval of a "PD" District shall constitute an amendment to the zoning ordinance. Designation of a property as a "PD" District in accordance with an approved development plan shall supersede all existing and prior zoning classifications. Such property shall for zoning purposes be identified by the letters PD followed by an identifying number.
  - D. *Uses And Densities Permitted.* The development plan shall specify both for the project as a whole and/or for subareas within the project, as appropriate, those principal and accessory uses and development densities that are to be permitted. The Planning and Zoning Commission may recommend to the Board of Aldermen and the Board of Aldermen may include or exclude uses from the development plan or include uses with attached conditions as appropriate to achieve the intent of these provisions. In making its determination of the uses and development densities to be permitted within the "PD" District, the Planning Zoning Commission and the Board of Aldermen may consider the compatibility and relationship of uses within the project, the compatibility and relationship of permitted uses adjoining or in proximity to the "PD" district, the appropriateness of permitted uses for the area in general and their overall impact on the community and the consistency of the permitted uses with the Willard Comprehensive Plan and other adopted plans and policies.
  - E. *Application.* An application for approval of a development plan may be filed by the owner of, or any person having a contractual interest in, the property which is the subject of the application.
  - F. *Procedure.* Applications for "PD" District designation shall be processed pursuant to a three-step review process as specified in this Section. The three-step process shall include:
    1. A sketch plan;
    2. A preliminary development plan; and
    3. A final development plan.
  - G. *Sketch Plan.* Prior to filing a preliminary development plan, the applicant shall prepare a sketch plan of the proposed planned development for review by the Director of Development and such other City department heads as may be desirable. The Director of Development shall coordinate sketch plan review of the proposed planned development and shall organize a meeting wherein any person who lives or owns real property within one hundred eighty-five (185) feet of any property being brought into a planned development district may inquire of the developer of the planned development district as to his/her vision of how the planned development district will effect its surrounding neighbors and to keep an open line of communication between the developer and the neighbors of the planned development district. An invitation shall also be sent by mail, postage paid, to all neighborhood association officers if there is a recognized neighborhood association. This meeting shall be at a time and place mutually agreeable to both the developer and the City of Willard. The developer shall pay for all costs associated with the meeting herein required. Upon completion of the sketch plan review, the Director of Development shall forward to the Planning and Zoning Commission for public hearing with written comments with respect to the proposed planned development and shall also provide such recommendations as may inform and assist the applicant in preparing an application for approval of a "PD" District.
  - H. *Public Hearing.* After giving the notice required by Section **400.360** of the Willard Land Development Regulations, a public hearing on the proposed sketch plan shall be set, advertised and conducted by the Board of Aldermen within forty-five (45) days of action or failure to act by the

Planning and Zoning Commission. Within thirty (30) days following the conclusion of the public hearing, unless a delay is requested by the applicant, the Board of Aldermen shall either:

1. Refuse to approve the sketch plan;
2. Shall refer the sketch plan back to the Planning and Zoning Commission for further consideration of specified matters; or
3. Shall approve the sketch plan with or without modifications.

I. *Preliminary Development Plan.*

1. *Purpose and effect.* The preliminary development plan is intended to provide the applicant with an opportunity to submit a plan showing the basic concept, character and nature of the entire proposed planned development without becoming involved in the preparation of detailed development plans or engineering drawings. In order to permit the City and the applicant to proceed with some assurance, approval of the preliminary development plan binds the applicant and the City with respect to the following development constraints:

- a. Categories of uses to be permitted;
- b. Overall maximum density of residential uses and intensity of non-residential uses;
- c. General location of vehicular and pedestrian circulation systems;
- d. General location and extent of public and private open space;
- e. General location of residential and non-residential land uses; and
- f. Staging of development.

2. *Application.* Upon completion of the sketch plan requirements, an application for a preliminary development plan may be submitted. Twelve (12) copies of applications for approval of a preliminary development plan shall be submitted to the Director of Development.

The application for a preliminary development plan shall be in such form and shall contain such information and documentation as shall be prescribed from time to time by the Director of Development in written rules but shall in all instances contain at least the following information and documentation, which information and documentation, taken together, shall constitute a preliminary development plan:

- a. The applicant's name and address and his/her interest in the subject property.
- b. The owner's name and address, if different than the applicant, and the owners signed consent to the filing of the application.
- c. The names and addresses of all professional consultants advising the applicant with respect to the proposed planned development.
- d. The legal description of the subject property.
- e. The zoning district classification and present use of the subject property.
- f. One (1) or more maps at a scale of not less than one (1) inch to two hundred (200) feet delineating the existing physical characteristics of the site, including:
  - (1) Topography at contours not more than five (5) feet;
  - (2) Slopes of fifteen percent (15%) or more;

- (3) Property boundary lines and dimensions; available utilities; and easements, roadways, rail lines and public rights-of-way crossing and adjacent to the subject property.
  - (4) Watercourses, drainage ways, sinkholes, ground water recharge areas, ponds, lakes and bodies of water;
  - (5) A generalized description of vegetation and tree cover;
  - (6) Marshes and floodplains, including the delineation of the 100-year floodplain, where applicable;
  - (7) Drainage patterns;
  - (8) Other physical features that may affect the development of the property that the applicant may wish to delineate.
- g. A map depicting both the existing development of the subject property and appropriate adjacent property and showing the approximate location of existing streets, property lines, easements, water mains and storm and sanitary sewers.
- h. A written statement, with supporting graphics, generally describing the overall concept of the proposed planned development, the market which it is intended to serve and its relationship to the Willard Comprehensive Plan; the uses included and any limitations upon uses; a description of the general architectural design or theme to be employed; building types and prototypical site layouts, if appropriate; any proposed agreement, dedications or easements; any proposed private covenants and restrictions; and any other information required by this Article or pertinent to a determination of compliance with this Article.
- i. One (1) or more maps at a scale of not less than one (1) inch to two hundred (200) feet and a written description of the proposed planned development describing the following features of the project:
- (1) A general land use plan with a description of the type, location and nature of land use within each area of the development;
  - (2) A proposed traffic circulation concept which illustrates both external and internal trafficways related to the development, including proposed right-of-ways, travel lanes and other transportation improvements;
  - (3) A generalized layout and description of water service, sanitary sewerage, utilities, refuse collection, management of stormwater runoff and similar essential services;
  - (4) A generalized landscape plan for the development, including the buffer and perimeter areas;
  - (5) A delineation and description of the minimum open space areas, including the buffer and perimeter area;
  - (6) A description of screening and berming adjacent to existing residential areas; and
  - (7) A sign plan that coordinates the size, location, illumination and relation to surrounding uses of signs within the proposed planned development.
- j. A tabulation of the following information:
- (1) The approximate total number of dwelling units proposed by type of structure and approximate number of bedrooms for multi-family units;



- (2) The approximate total square feet of building floor area proposed for non-residential uses by general type of use;
  - (3) The total land area, expressed in acres and as a percent of the total development area, proposed to be devoted to residential and non-residential uses, by type of structure; streets; and off-street parking and loading areas; and
  - (4) The proposed number of off-street parking and loading spaces for each proposed type of land use.
- k. If the planned development is proposed for construction in phases during a period extending beyond a single construction season, a proposed and tentative schedule for the development of such phases shall be submitted, stating the approximate beginning and completion date for each phase, the proportion of the total public and private open space and the proportion of each type of proposed land use to be provided or constructed during each such phase; and the overall chronology of development to be followed from phase to phase. All public improvements directly related to each phase shall be completed at the time the phase is developed and improvements serving the proposed planned development as a whole and any adjoining area in the planned development shall be completed in a sequence assuring full utility of the planned development as a whole and all areas within the planned development. All public improvements shall also be completed so that future public improvements required by this Article and other applicable ordinances of the City are not compromised or rendered unduly difficult.
- l. Evidence that the applicant has sufficient control over the subject property to effectuate the proposed planned development, including a statement of all legal, beneficial, tenancy and contractual interests held in or affecting the subject property and including a current certified abstract of title or commitment for title insurance.
- m. A traffic impact analysis indicating the relationship of the proposed development to traffic and road use and plans in the immediate surrounding area.
3. *Public notice and hearing before Planning and Zoning Commission.* After giving the notice required by Section **400.360** of the Willard Land Development Regulations, a public hearing on the development plan shall be set, advertised and conducted by the Planning and Zoning Commission within twenty-eight (28) days of the filing of a complete application in accordance with the provisions of this Section.
4. *Action by Planning and Zoning Commission.* Within sixty (60) days following the conclusion of the public hearing, unless a delay is requested by the applicant, the Planning and Zoning Commission shall transmit to the Board of Aldermen its recommendation that the preliminary development plan either be approved, be approved subject to modifications or not be approved; otherwise the plat is deemed approved by the Commission. In considering the preliminary development plan and formulating its recommendation, the Planning Commission shall be guided by the standards made applicable to proposed planned developments by Subsection **(B)**.

The failure of the Planning and Zoning Commission to act within sixty (60) days following the conclusion of such hearing, or such longer period as may be agreed to by the applicant, shall be deemed a recommendation for the denial of the preliminary development plan as submitted.

5. *Public notice and hearing before Board of Aldermen.* After giving the notice required by Section **400.360** of the Willard Land Development Regulations, a public hearing on the proposed development plan shall be set, advertised and conducted by Board of Aldermen within forty-five (45) days of action or failure to act by Planning and Zoning Commission in accordance with the provisions of this Section.

6. *Action by Board of Aldermen.* Within thirty (30) days following the conclusion of the public hearing, unless a delay is requested by the applicant, the Board of Aldermen shall either refuse to approve the preliminary development plan; shall refer it back to the Planning and Zoning Commission for further consideration of specified matters; or shall, by ordinance duly adopted, approve the preliminary development plan with or without modifications to be accepted by the applicant as a condition of such approval; provided however, that if such plan is approved with modifications, no application for approval of a final development plan shall be filed or considered until the applicant has filed with the Director of Development his/her written consent to such modifications. In the event the Board of Aldermen shall fail to act within the time limit herein specified, the preliminary development plan shall be deemed finally denied. Within seven (7) days of the Board of Aldermen's action or its failure to act as above provided, the Mayor or his/her designee shall mail notice thereof to all parties entitled thereto.
7. *Action by applicant.* When a preliminary development plan has been approved or approved with modifications acceptable to the applicant, the applicant shall proceed to file a final development plan in accordance with the provisions of Subsection (J) below.
8. *Effect of preliminary development plan approval.* Unless the applicant shall fail to meet time schedules for filing a final development plan or plans or shall fail to proceed with development in accordance with the plans as approved or shall in any other manner fail to comply with any condition of this Section or any approval granted pursuant to it, a preliminary development plan which has been approved or approved with modifications which have been accepted by the applicant shall not be modified, revoked or otherwise impaired, pending the application for approval of a final development plan or plans, by any action of the City without the consent of the applicant.
9. *Standards for approval of a preliminary development plan.* A preliminary development plan shall contain at least the following provisions:
  - a. *Intensity of development.* The preliminary development plan shall contain provisions to regulate the intensity of development within the planned development district. Such provisions may apply to the project as a whole or to subareas within the project.
    - (1) For non-residential development, the intensity of development may be regulated:
      - (a) By specifying a floor area ratio (FAR) or ratios;
      - (b) By specifying maximum square footage or gross leasable area;
      - (c) By specifying setbacks, height and bulk restrictions; or
      - (d) By a combination of such restrictions for the project as a whole or for components or subareas within the project. In addition, non-residential preliminary development plans may specify performance standards to be imposed on the project and restrictions regarding the location and nature of industrial, commercial and other non-residential activities. In making its determination regarding the intensity of development and appropriate performance standards, the Planning and Zoning Commission and the Board of Aldermen may consider the character and scale of similar development, the character and scale of surrounding development and the area in general, the real or anticipated impact on public facilities and services.
    - (2) The maximum number of dwelling units permitted shall be computed based on the requirements of Subsection (D). The permitted number of dwellings units may be distributed in any manner over the residential portion of the project consistent with the intent and provisions of this Section. The preliminary development plan shall specify distribution of residential density for the project as a whole or for subareas within the project. In making its determination regarding the distribution of residential

densities, the Planning and Zoning Commission and the Board of Aldermen may consider the compatibility of residential densities with other uses within the district as well as outside the district, the impact of residential densities on public facilities and services.

- b. *Uses permitted.* For non-residential development the specific uses shall be listed. For residential uses the types of dwellings shall be listed.
- c. *Bulk, area and height requirements.* The preliminary development plan shall specify bulk, area and height restrictions for the project as a whole or for sub-areas and/or components of the project. In making its determination regarding such restrictions, the Board of Aldermen may consider the character and scale of the proposed development as it relates to other uses and structures both within the district and outside the district and the general character and scale of similar development within the area of the proposal.
- d. *Public facilities.* The preliminary development plan shall specify conditions, restrictions and standards relating to the timely provision of necessary public facilities. In making its determination regarding such conditions, restrictions and standards, the Board of Aldermen may consider the adequacy of existing facilities, the timely provision of adequate facilities, the impact of the proposed development on existing and/or planned facilities and the overall cost to the community.
- e. *Access to public thoroughfares.* The preliminary development plan shall specify the location and general design of ingress and egress to the project along with any proposed access restrictions. The Board of Aldermen may impose such access standards and restrictions as are necessary to protect the integrity and function of the City's thoroughfare system and to insure the safe and efficient circulation of vehicles and pedestrians within the "PD" District. In making its determination regarding such access standards and restrictions, the Board of Aldermen may consider the classification and function of the thoroughfare system, existing and projected volumes, the condition and design of the affected thoroughfares, the effect of the proposed development on traffic flow and circulation patterns and the consistency with the Willard Comprehensive Plan and other adopted plans and policies.
- f. *Off-street parking and loading requirements.* Unless specifically modified by the preliminary development plan, the off-street parking and loading requirements imposed by this Article shall apply. Reductions in off-street parking and loading standards may be approved only if it can be demonstrated that parking demand will be less due to design and/or occupancy characteristics of the project and/or the availability of public transportation.
- g. *Sign requirements.* The sign plan shall be approved only if the general intent of the sign regulations, Article X, regarding size, location, illumination, structural integrity and relation to surrounding uses is satisfied.
- h. *Landscaping and perimeter treatment.* The preliminary development plan shall specify the design and arrangement of landscaping on all open space areas in the "PD" District and on all buffer and perimeter areas provided to mitigate the impact of the project upon adjoining properties and/or to achieve an appropriate transition between land uses and densities. The Board of Aldermen may impose such standards and requirements for perimeter treatment it deems necessary to protect adjoining properties from adverse effects and to achieve an appropriate transition of land uses and densities.

J. *Final Development Plan.*

- 1. *Purpose.* The final development plan is intended to particularize, refine and implement the preliminary development plan. A final development plan may be submitted for the entire

planned development or in phases as approved in the preliminary development plan. When approving the preliminary development plan, the Planning and Zoning Commission and the Board of Aldermen may permit review and approval of the final development plan in its entirety or for specified portions of the project. Planning and zoning review and approval shall be granted only if the preliminary development plan offers sufficient detail and assurances to adequately safeguard the public interest or review procedures normally required by other regulations would offer adequate review to safeguard the public interest.

2. *Application.* Upon approval of the preliminary development plan, the applicant shall submit an application for final development plan approval to the Director of Development. The application for final development plan may include the entire area included in the approved preliminary development plan or one (1) or more stages or units thereof in accordance with a staging plan approved as part of the preliminary development plan. The application shall contain a plan which refines, implements and is in substantial conformity with the approved preliminary development plan and shall contain such information and documentation as shall be prescribed from time to time by the Planning and Zoning Commission but shall in all instances contain at least the following information and documentation, which information and documentation, taken together, shall constitute a final development plan:
  - a. The applicant's name and address and his/her interest in the subject property.
  - b. The owner's name and address, if different than the applicant, and the owner's signed consent to the filing of the application.
  - c. A legal description of the property for which final development plan approval is sought.
  - d. The date on which preliminary development plan approval was granted.
  - e. A preliminary plat of subdivision that includes a survey certified by a registered land surveyor. A survey shall be required even if a plat is not necessary.
  - f. A tabulation of the following information with respect to the area included in the final development plan:
    - (1) The total number of dwelling units proposed by type of structure and number of bedrooms for multi-family;
    - (2) The total square feet of building floor area proposed for non-residential uses by general type of use;
    - (3) The total land area, expressed in acres and as a percent of the total development area, proposed to be devoted to residential uses by type of structure; non-residential uses; public and private open space; streets; and off-street parking and loading areas; and
    - (4) The proposed number of off-street parking and loading spaces for each proposed type of land use.
  - g. A landscape plan specifying the design, description and arrangement of landscaping for all open space, buffer and perimeter areas in the "PD" District, including materials and techniques to be used. A statement and plan of the proposed treatment of the buffer and perimeter areas of the proposed planned development, including materials and techniques to be used. The plan shall be approved only if the general intent of the screening regulations, Article VIII, and landscaping and buffer yard regulations are satisfied.
  - h. When the proposed planned development or stage thereof includes provisions for public or private open space or service facilities, a statement describing the provision that is to

- be made for the dedication or care and maintenance of such open space or service facilities. If it is proposed that such open space be owned or maintained by any entity other than a governmental authority, copies of the proposed articles of incorporation and bylaws of such entity shall be submitted.
- i. Copies of any restrictive covenants that are to be recorded with respect to property included in the final development plan.
  - j. Utility plans indicating placement of water mains, sanitary and storm sewerage, gas, electric and telephone lines and related facilities.
  - k. A statement summarizing all changes which have been made in any document, plan, data or information previously submitted, together with revised copies of any such document, plan or date.
  - l. Proof of recording any easements and restrictive covenants prior to the sale of any land or structure or portion thereof within the planned development and of the establishment and activation of any entity that is to be responsible for the management and maintenance of any public or private common open space or service facility.
  - m. All certificates, seals and signatures required for the dedication of land and recordation of documents.
  - n. Such other and further information as the Planning and Zoning Commission and Board of Aldermen shall find necessary to a full consideration of the entire proposed planned development or any stage or unit thereof.
3. *Substantial conformity defined.* A final development plan shall be deemed not to be in substantial conformity with an approved preliminary development plan if it:
- a. Increases by more than five percent (5%) from the maximum density approved in the preliminary development plan, except that in no event shall the maximum density exceed the density permitted for the underlying district by Subsection (D);
  - b. Increases by more than five percent (5%) the maximum floor area to be devoted to any residential or non-residential use;
  - c. Increases height by more than five percent (5%);
  - d. Decreases by more than five percent (5%) the area approved for public and private open space or changes the general location of such areas;
  - e. Relocates approved circulation elements to any extent that would decrease the ability of such elements to function efficiently, adversely affect their relation to surrounding lands and circulation elements or would reduce their effectiveness as buffers or amenities;
  - f. Significantly alters the arrangement of land uses within the planned development;
  - g. Violates any provision of the codes and ordinances applicable to the proposed planned development; or
  - h. Departs from the preliminary development plan in any other manner which the Planning and Zoning Commission or Board of Aldermen shall, based on stated findings and conclusions, find to materially alter the plan or concept for the proposed planned development.
4. *Action by the Planning and Zoning Commission.* When the Planning and Zoning Commission's approval has been granted in the preliminary development plan, within thirty

(30) days following the submission of a complete application for the final development plan or such longer period as may be agreed to by the applicant, the Planning and Zoning Commission shall review the plan with respect to its conformity to the approved preliminary development plan; with respect to the merit or lack of merit of any departure of the final development plan from substantial conformity with the preliminary development plan; and with respect to compliance of the final development plan with any conditions imposed by approval of the preliminary development plan and with the provisions of this Article and all other applicable Federal, State and City codes, ordinances and regulations. If the Planning and Zoning Commission finds that there is substantial conformity between such plans and shall further find the final development plan to be in all other respects complete and in compliance with any conditions imposed by approval of the preliminary development plan and with the provisions of this Article and all other applicable, Federal, State and City codes, ordinances and regulations, it shall forward it to the Board of Aldermen for final approval.

If the Planning and Zoning Commission shall find that the final development plan lacks substantial conformity to the preliminary development plan but merits approval notwithstanding such lack of conformity, it shall transmit such plan to the Board of Aldermen together with its recommendation that the final development plan be approved.

In any case, where the Planning and Zoning Commission finds that the final development plan lacks substantial conformity to the preliminary development plan and does not merit approval, it shall transmit such plan to the Planning and Zoning Commission, together with its recommendation that the final development plan not be approved.

5. *Action by Board of Aldermen.* Within forty-five (45) days following the submission by the applicant or referral from the Planning and Zoning Commission of a complete application for the final development plan or such longer period as may be agreed to by the applicant, the Board of Aldermen shall review the plan with respect to its conformity to the approved preliminary development plan; with respect to the merit or lack of merit of any departure of the final development plan from substantial conformity with the preliminary development plan; and with respect to compliance of the final development plan with any conditions imposed by approval of the preliminary development plan and with the provisions of this Article and all other applicable Federal, State and City codes, ordinances and regulations.

If the Board of Aldermen finds that there is substantial conformity between such plans and shall further find the final development plan to be in all other respects complete and in compliance with any conditions imposed by approval of the preliminary development plan and with the provisions of this Article and all other applicable, Federal, State and City codes, ordinances and regulations, it shall approve the final development plan. The Board of Aldermen's action shall constitute final approval of the final development plan.

If the Board of Aldermen shall find that the final development plan lacks substantial conformity to the preliminary development plan but merits approval notwithstanding such lack of conformity, the final development plan shall be approved subject to its recommendations.

In any case, where the Board of Aldermen finds that the final development plan lacks substantial conformity to the preliminary development plan and does not merit approval, it shall not be approved. The failure of the Board of Aldermen to act within the aforesaid time period shall be deemed a denial of the final development plan as submitted.

- K. *Building And Other Permits.* Upon, but not before, receiving notice that the final development plan has been approved and upon application by the applicant, all appropriate officials of the City may issue building and other permits to the applicant for development, construction and other work in the area encompassed by the approved final development plan; provided however, that no such permit shall be issued unless the appropriate official is first satisfied that the requirements of any codes or ordinances of the City have been met which are applicable to the permit sought.
- L. *Adjustments To Plan During Development.* During the construction of a planned development, the Board of Aldermen may authorize minor adjustments to the final development plan when such adjustments appear necessary in light of technical or engineering considerations first discovered

during actual development. Such minor adjustments must be brought to the Board of Aldermen's attention and must be voted on to be approved and made a part of the final development plan.

- M. *Amendments To Final Development Plan.* In addition to the minor adjustments authorized by Subsection (K) above, an approved final development plan may be amended, varied or altered in the same manner and subject to the same limitations as any other regulation established by this Article. In addition, an approved final development plan may be amended or altered pursuant to the procedures established by this Section for its original approval.
- N. *Compliance With Final Development Plan.* The construction and operation of a planned development shall be in compliance with the approved final development plan at all times.



City of Willard

Subdivision Case No. 20210726  
Application Date 7-26-2021  
Application Fee \$250.00 + \$2.50 per lot Residential  
\$335.00 + \$3.35 per lot Commercial  
\$300.00 + \$6.00 per lot PDD

**APPLICATION  
MAJOR SUBDIVISION – PRELIMINARY PLAT**

We, the undersigned, request the City of Willard, Missouri Planning and Zoning Commission and Board of Aldermen to approve the preliminary plat attached to this application, and attest to the truth and correctness of all facts and information for the proposed plat presented in this application.

Name of Preliminary Plat: ATM Commercial Subdivision Phase 3

Is a subdivision variance being submitted with this application? Yes \_\_\_\_\_ No X

If yes, applicant is to submit a subdivision variance application with this preliminary plat application.

Property Owner's Name ATM Square LLC

If corporation, Corporate Official: Matt W Kelley

Mailing Address P.O. Box 712 Willard, MO 65781

Telephone Number (417) 846-5360 Fax Number \_\_\_\_\_

**PROPERTY OWNER'S SIGNATURE(S):**

Matt W Kelley, Managing Member  
(If corporation, signature of corporation official)

Developer's Name: (If different from property owner)  
\_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number \_\_\_\_\_



Randy,

We have completed our review of the revised preliminary plat for ATM Commercial Subdivision, Phase 3 (PD) in Willard. All items contained in our comment letter have been satisfactorily addressed on the revised plat except as follows:

Item 2 – Proposed Letter of Map Revision (LOMAR) will remove the current floodplain from R1 Lot 8 if approved by FEMA. A timetable for this approval is unknown.

Item 5 – The names of the existing subdivisions to the west of proposed Lots 1 and 3 are not indicated on the plat. Per Greene County Assessor's GIS, these subdivisions are ATM Commercial Subdivision Phases 1 and 2.

Item 17 – This item has to do with indication of significant features within 500 feet of the property (400.1180.B.14.). The engineer has stated that "This has been done to the best of our knowledge. The drawing scale is effected by the 500' limit. To keep all of the labels legible we would ask to not show to the 500' limit." We request City's response to this item.

Let us know if you have any questions.

Sincerely,  
Allgeier, Martin and Associates, Inc.

John K. Forrester, P.E.



**Project Name:** Planned Development District and Accompanying *ATM Commercial Subdivision Phase 3*, approximately 15.85-acre tract identified as Lots 1-8 on the attached preliminary plat in the City of Willard, Missouri.

**Submitted By:** ATM Square, LLC (Owner / Developer)

**Meeting Date:**

---

#### ISSUE IDENTIFICATION

A development plan called *ATM Commercial Subdivision Phase 3* has been submitted for approval as a Planned Development District (PD). The property consists of approximately 15.85 acres of ground located on the West side of the 23-acre parent tract formally known as the *ATM Square Subdivision*. The property is bordered on the North by Hwy 160 and on the South by New Melville Road. The *ATM Commercial Subdivision Phase 3* PD allows for the creation of three commercial lots (Lots 1-3), one multi-family residential lot (Lot 4), and four single-family residential lots (Lots 5-8).

#### DISCUSSION AND ANALYSIS

The *ATM Commercial Subdivision Phase 3* development plan provides for an arrangement of lots that combines commercial, multi-family, and single-family residential uses. This allows for the ground to be utilized in the most effective way and provides for the immediate need for additional housing in the Willard market, while also providing for future commercial growth. The density levels for the residential uses are at or below the density levels allowed for in City Code. The overall density of multi-family will be 8.4 units per acre, which is well below the 12 units per acre allowed by City code and the single-family residential lots are .34 acres which is also in line with City guidelines, which equates to 3 homes per acre. In order to accomplish the unique development scheme and arrangement, the development plan allows for these different "zonings" and uses to be adjoined and lot dimensions that slightly differ from the minimum standards under traditional R-1 zoning requirements. The purpose of this development is to design a distinct subdivision with the intent of enhancing a sense of community and pride of ownership. The primary target market for the residential development component will be young professional families and retired couples seeking upscale rental options or an opportunity to purchase a quality home with a quiet neighborhood setting. We feel as though these particular demographics are seeking communities like Willard that have excellent school systems and community resources nearby, such as the Frisco Trail and Stockton Lake.

The City's adopted Planned Development District regulations provide for these variations based on a determination and finding by the Planning and Zoning Commission and City Council that the development satisfies the criteria outlined in City Code Section 400.510 "Planned Development District."

#### PURPOSE AND INTENT

The diversity of zonings and arrangement of commercial, multi-family, and residential lots within the development site would be impossible to accomplish without the opportunity to plan the development in accordance with the Planned Development District provisions. We feel as though the proposed variations are warranted in order to facilitate the goals of this development, which are viewed as providing a clear public benefit in ways that are not typical of traditional developments. This development has been designed to adhere with the overall Willard Comprehensive Plan.

#### I. DESIGN

The design utilizes all of the available space in the most efficient manner possible and maintains all of the natural features that currently exist including the large trees on the East side of the development and the natural slope of the ground. The arrangement of residential lots along New Melville continues the look and feel of a residential neighborhood that already exists and the location of the multi-family ground at the end of Watson Street also fits in well with Bristol Manner and Willard Heights Apartments being in close proximity. The commercial lots are well located with access off of Proctor Road and either have road frontage or good visibility from Hwy 160.

#### II. TRANSPORTATION / UTILITIES

The development is centrally located in the main residential and commercial district of Willard. The commercial lots are directly accessed off of Proctor Road, which will intersect Hwy AB to the West and Miller Road to the East. Both Hwy AB and Miller Road intersections provide for a full break in access which allow for traffic to move North or South along both roads and also provide easy access to traffic lights on Hwy 160. The multi-family portion of the development will be accessed solely by Watson Street which then intersects New Melville Road. A traffic study provided by CJW assumes an added 154 trips per day from the 21 multi-family units. The study found that the intersection of New Melville and Watson will still operate at a level of service A and suggested no additional improvements were needed. The single-family portion of the development will provide driveways that access New Melville Road directly and will allow traffic to move either East or West along New Melville. The traffic study provided by CJW assumed an additional 38 trips per day generated from the 4 residential homes and found that the intersection of Hwy AB and New Melville Road will still operate at a level of Service A and suggested no additional improvements were needed. The development is located approximately ¼ mile from Hwy 160, a major highway linking Willard to Springfield and Interstate I-44. The location of the property will be easily accessible for emergency vehicles and has all utilities available on site for the development.

### III. PARKING

All of the parking for this development will be handled off-street as governed by the CCR's for this development.

### IV. USES AND DENSITY LEVELS

Density levels are always a topic of discussion with any development that contains a residential housing component and the densities provided within this development either meet or fall below those provided in City Code. The single-family portion will have a density of 3.0 homes per acre and only vary slightly from code with lot widths that are at maximum 3.13 feet below the designated dimensions in Code. The multi-family density is 8.3 units per acre, which is well below the 12 units allowed per Code. The use of Lot 4 has been predetermined within this PD and will have a maximum of 7 triplexes and a total of 21 units.

Lots 1-3 as governed by this Development Plan will be strictly for commercial use. The inclusion of the extension of Proctor Road and the recent improvements to Hwy 160 by MODOT will help attract good retail businesses to this development and the Willard area. Lots 1 and 2 are smaller commercial lots with excellent visibility and Hwy 160 frontage. Lot 3 is a much larger, 8.42-acre lot, with frontage along Proctor Road and good visibility from Hwy 160. The intent with providing multiple lot sizes is to allow for a large commercial user along with smaller retail businesses. All construction plans and building types will be governed by the City of Willard and the Hwy 160 corridor building regulations.

Lot 4 as governed by this Development Plan will be strictly for multi-family residential use. It is the intent of the developer to attract good quality market renters that are looking for an up-scale option in the Willard market. This will be partially accomplished through the building requirements as outlined in this document. The triplexes are required to have all hard surface exteriors using one or more of the following materials: wood, brick, stone, stucco, or cement products. Individual triplex units shall have a minimum of 800 square feet and a maximum of two bedrooms.

Lots 5-8 as governed by this Development Plan will be strictly for single-family residential use. It is the intent of the developer to attract good quality homeowners to the Willard market. The homes will have a minimum main level square footage of 1,500 square feet and will have all hard surface exteriors using one or more of the following materials: wood, brick, stone, stucco, or cement products. The homes will have a variety of architectural floorplans and designs with the intent that no two homes will look alike.

### V. IMPACT OF DEVELOPMENT

Given the similar density and nature of housing that is surrounding this site, we believe that this development is compatible with the surrounding areas. Single-family residential housing is located directly West and South of this project across and along New Melville. Multi-family housing is located directly East of the development off of Excalibur along with Bristol Manner and Willard Height Apartments being in very close proximity to the West. A variety of commercial development is located to the East and West on Proctor Road with businesses such as Freedom Bank, Mid-Missouri Bank, CAR-X, Edward Jones, Farm Bureau Insurance, Willard Vet

Hospital, Willard Express Lube, and Jarvis Family Eye Center in close proximity. This development provides for many positive economic opportunities for Willard and will hopefully fulfill a need for future development and growth.

#### VI. MAINTENANCE OF COMMON AREAS

No Common Areas are present within the development.

The maintenance of the existing detention area on Lot 3 will remain the responsibility of the developer until the property is sold and then it will become the responsibility of the new owner.

#### VII. PHASING

This development will NOT be phased and will include the full public improvements to allow for the final platting of Lots 1-8. Once all public improvements have been completed, we estimate a total buildout period of two years for the residential portion of the development. The commercial portion is more difficult to discern a buildout time since it is strictly reliant upon businesses seeking a commercial location in the Willard market and more specifically at this site.

#### VIII. VARIANCE FROM STANDARD CODE

- Street Width – The proposed continuation of Watson Street provides for a 29-foot-wide road which is 2 feet narrower than the standard width of 31 feet. The addition to Watson Street is less than 200 feet and cul-de-sacs upon entry into Lot 4.
- Lot Dimensions – The width of the residential lots vary slightly from standard code and the largest difference is Lot 5, which is 96.87 feet wide and 3.13' below the minimum standard. This was necessary to allow for four lots and to lineup the water line easement directly between Lots 6 and 7.
- No Buffer Zone Between Residential and Commercial Lots – The PD would allow for single family residential lots to adjoin a commercial lot which is not standard with City Code. Residential Lot 8 will adjoin Commercial Lot 3 to the East. A typical buffer zone would be required which is why this is being submitted as a planned development. This variance is mitigated by the fact that the southern portion of this commercial lot is the detention basin for Lot 8 and the commercial development to the Northwest lying along Proctor Road including Freedom Bank, CAR-X, and an office complex. This detention area provides for an existing approximate 370-foot span of open ground that would act as a natural buffer to any commercial building.

Michael Stalzer, P.E.  
1658 W. Riverside St.  
Springfield, MO 65807

RE: Response to Comments ATM Phase III Preliminary Plat

1. The property description does not correlate with the proposed property boundary indicated (400.1180.B.5.) Additionally, Point of Beginning should be indicated on the plat drawing. Some of the bearings/distances around the perimeter of the development are not legible.  
*The property description has been updated and the POB has been shown on the Plan. All B&D's are legible.*
2. Lot 8 is partially located in the proposed limits of the floodplain. Necessary steps should be implemented to remove the floodplain from this lot.  
*After the Hec-Ras model has been updated the floodplain line will not go across Lot 8. We are awaiting additional survey information so that we can complete the analysis.*
3. The Right-of-Way at the end of the existing portion of Watson Street shall be adjusted to coincide with the proposed extension of Watson Street. This will involve a vacation of ROW on Sawyer Charitable Remainder Unitrust tract and a property dedication from Austin Family Trust.  
*We have shown the adjusted ROW at the end of Watson Street and will contact Sawyer Unitrust and Austin Family Trust about the ROW changes needed.*
4. The jog in the boundary along the west side of the property at the point of crossing of Proctor Road is not consistent with the property description (400.1180.B.10.).  
*The Property Description has been updated.*
5. The name of the subdivision(s) along the west side of the property shall be indicated (400.1180.B.11.).  
*The subdivision name has been added.*
6. The existing easement for the waterline that cuts through the R1 and R3 tracts shall be indicated (400.1180.B.13.).  
*The existing water line easement has been added and notated on the plan.*
7. The existing detention easement on Lot 3 should be noted and clearly indicated (400.1180.B.13.).  
*Additional notation has been added to the plan and the easement line has been darkened up.*
8. Existing drainage easements should encompass that portion of the stormwater piping and riprap pads from Gauge Crossing that are on Lot 3 (400.1180.B.13.).  
*There was not an easement on the final plat for Gauge Crossing. I have added 2 easements for the riprap.*
9. A 10' utility easement shall be provided along the front and rear of each lot.  
*10' Utility Easements have been added to the front and rear property lines of all lots.*

10. How will the discharge from Lot 4 detention basin be routed since the proposed basin abuts the existing detention basin on Lot 3?  
*An outlet control Structure and pipe will be located away from the south toe of slope of the existing detention pond berm and daylight at existing grade. This will also be added at the time of design and after the Hec-Ras analysis has been done.*
11. The existing waterline along New Melville Road is not indicated (400.1180.B.14.).  
*Existing Water line has been extended across New Melville.*
12. A delineation of existing versus proposed infrastructure (water and sewer) shall be indicated (400.1180.B.14.).  
*The legend is up to date and there are labels delineating the proposed and existing water and sewer.*
13. What are the plans for compliance with stormwater detention requirements for Lot's 1 – 3 and Lot's 5 – 8 ?  
*The detention for Lots 1-3 will be the responsibility of the purchaser of the lot. So Lots 1-3 will have individual detention but by others. Mr. Kelly will do a storm water buyout for the detention on Lots 5-8. We will analyze the impact of the buyout to ensure that it will not create problems downstream.*
14. ADA ramps shall be included in the public ROW on Proctor Road to connect the sidewalk along the west side of Lot 3 to the proposed sidewalk on the north side of Proctor Road (400.1180.B.16.a.).  
*Ada Ramps have been added to the Plat.*
15. Proposed stormwater improvements along Proctor Road shall be indicated (400.1180.B.16.a.). It appears that two separate drainageways will cross Proctor Road and will require some form of culvert system to transport stormwater.  
*There are two locations that we have added proposed culverts that will be sized at design. All other storm water along Proposed Proctor Road will be collected by existing inlets unless additional inlets are deemed necessary at design.*
16. The lot number for Lot #4 is not legible (400.1180B.16 B.).  
*The Lot number has been adjusted.*
17. The names, location and dimensions of all existing streets, roads, railroads, public sewers, aqueducts, watermains and feeder lines, gas, electric, oil transmission lines, watercourses, detention areas, drainage easements and other significant features within 500 ft. of the property to be subdivided shall be indicated. (400.1180.B.14 )  
*This has been done to the best of our knowledge. The drawing scale is effected by the 500' limit. To keep all of the labels legible we would ask to not show to the 500' limit.*



Michael Stalzer, P.E.





**AMENDMENT TO THE DECLARATION OF  
COVENANTS, CONDITIONS, AND RESTRICTIONS**

This Amendment to the Declaration of Covenants, Conditions, and Restrictions ("Declaration") that established a planned subdivision known as ATM Commercial Subdivision is executed on the date set forth below by the owner and developer, ATM Square, LLC ("Declarant").

**RECITALS:**

- A. Certain real property in Greene County, Missouri, known as ATM Commercial Subdivision was subjected to certain covenants, conditions, and restrictions pursuant to a Declaration recorded December 18, 2012 at Book 2012 and Page 056026-12 in the Greene County Recorder's Office.
- B. This amendment shall be binding against the property described in EXHIBIT A and any subsequent replat, annexation, or supplement thereto;
- C. This amendment is intended to permit additional uses and zoning types to be allowed in the subdivision and also provide that the City of Willard must approve any future amendments to the Declaration.
- D. Pursuant to Article I, Section 1.2, the owner, ATM Square LLC, representing a majority of the voting rights has approved this Amendment.

NOW, THEREFORE, the Declarant hereby amends the Declaration as follows:

Article I, Section 1.2 of the Declaration is hereby amended to read as follows:

1.2 Purpose: Modifications: In the event that the Declarant or property owners wish to modify the said covenants of the ATM Commercial Subdivision, all modifications must be approved by a majority of the then property owners based upon the following voting calculations: property owners owning two acres or less receive one vote, property owners owning more than two but less than five acres receive two votes, property owners owning more than five acres but less than ten acres receive three votes, and property owners owning more than ten acres receive four votes. **All modifications must be approved by the City of Willard prior to final approval and recordation in the Greene County Recorder's Office.**

Article IX, Section 9.2 of the Declaration is hereby amended to read as follows:

9.2 Duration, Modification, and Repeal: This Declaration may be terminated or modified at any time by a written instrument executed by a simple majority of the property owners at the time of modification or repeal based upon the voting requirements set forth in Section 1.2 and the approval of the City of Willard.

Article VI, Section 6.1 of the Declaration is hereby amended to read as follows:

6.1 Uses and Operation: General Requirements: This subdivision is intended to be a multi-use development and shall permit commercial, multi-family, and single-family residential uses. The operation of the Declarant and each property owner should neither interfere with the owners

nor degrade the environment. Specification of use and operation must be included in the applications made in accordance with Article VII of this Declaration.

Article VI, Section 6.2 is hereby amended to read as follows:

6.2 Uses and Operation: Specific Uses PROHIBITED:

- A. Junk yard, salvage, and similar enterprises
- B. Adult related businesses such as nightclubs, adult video stores, adult book stores or liquor stores
- C. Stockyards, slaughterhouse, distillation of bones, fat rendering, soap manufacturing, wood scouring and cleaning, cotton textile sizing, scouring, leaching, dyeing and similar uses, varnish manufacture, creosote and products manufacture
- D. The production of corrosive and noxious chemicals, including, but not limited to acids, acetylene gas, ammonia, chlorine and bleaching compounds
- E. Dumping, disposal, incineration, reduction of garbage or refuse except that created on the premises


IN WITNESS WHEREOF, the Declarant, has executed this Amendment to the Declaration as of the 26<sup>th</sup> day of July, 2021 in accordance with Article I of the Declaration.

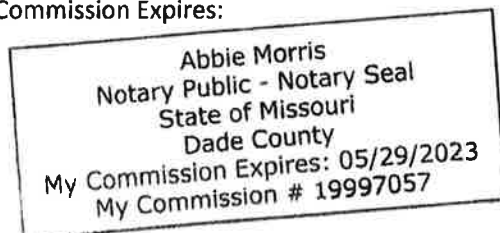
  
\_\_\_\_\_  
ATM Square, LLC  
Matt W Kelley, Managing Member

ACKNOWLEDGEMENT

STATE OF MISSOURI  
COUNTY OF GREENE

On this 26<sup>th</sup> day of July, 2021, before me appeared Matt W Kelley to me personally known, who, being by me duly sworn, did state that he is the managing member of ATM Square, LLC and that said instrument was signed and sealed on behalf of said company, by the authority of the Operating Agreement of said company and that he acknowledged said instrument to be the free act and deed of said company.

  
\_\_\_\_\_  
Abbie Morris Notary Public  
Greene County, Missouri  
My Commission Expires:







***ATM PHASE III***  
***TRAFFIC IMPACT ASSESSMENT***

PREPARED FOR

Mr. Matt Kelley  
Freedom Bank of Southern Missouri  
502 S State Highway AB, Willard, MO 65781

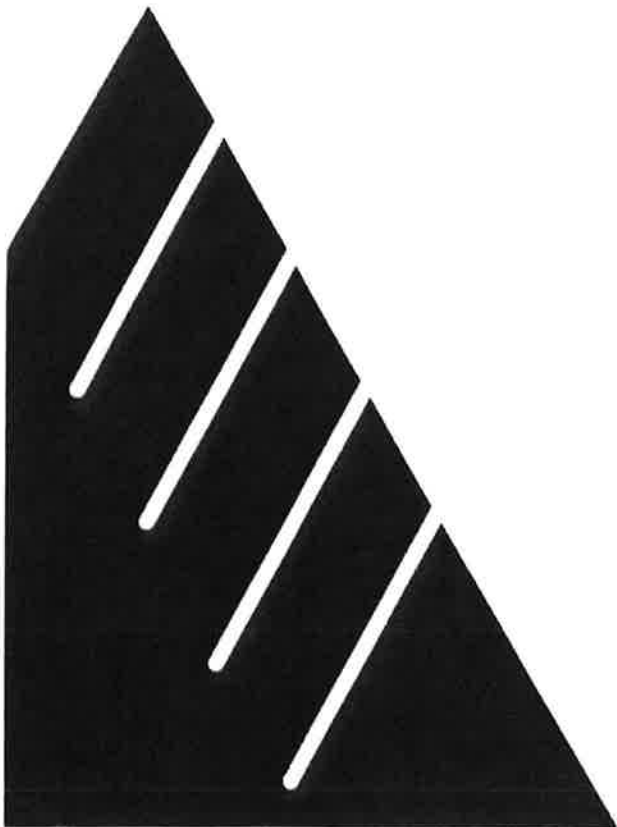


July 14, 2021

PREPARED BY:



**CJW** 



# EXECUTIVE SUMMARY

## PROJECT

A residential development has been proposed for an existing parcel in Willard, Missouri that has State Highway Ab to its west and New Melville Road along its southern border. The development will be utilized for the construction of 21 Multifamily housing dwelling units and 4 Single Family dwelling units. It is anticipated that the property will utilize Watson Street as the primary access.

## RESULTS

The results of the study showed that in the existing condition, the intersection of State Highway AB & New Melville Road operates at a level of service A overall. The intersection of Watson Street & New Melville Road operates at a level of service A overall.

A review of the 2023 peak hour intersection analysis revealed that the intersection of State Highway AB & New Melville Road will operate at a level of service A overall. The intersection of Watson Street & New Melville Road will operate at a level of service A overall.

## RECOMMENDATIONS

**Roadway Improvements 2023** – After reviewing the affected intersection, it has been determined that no improvements are necessary.

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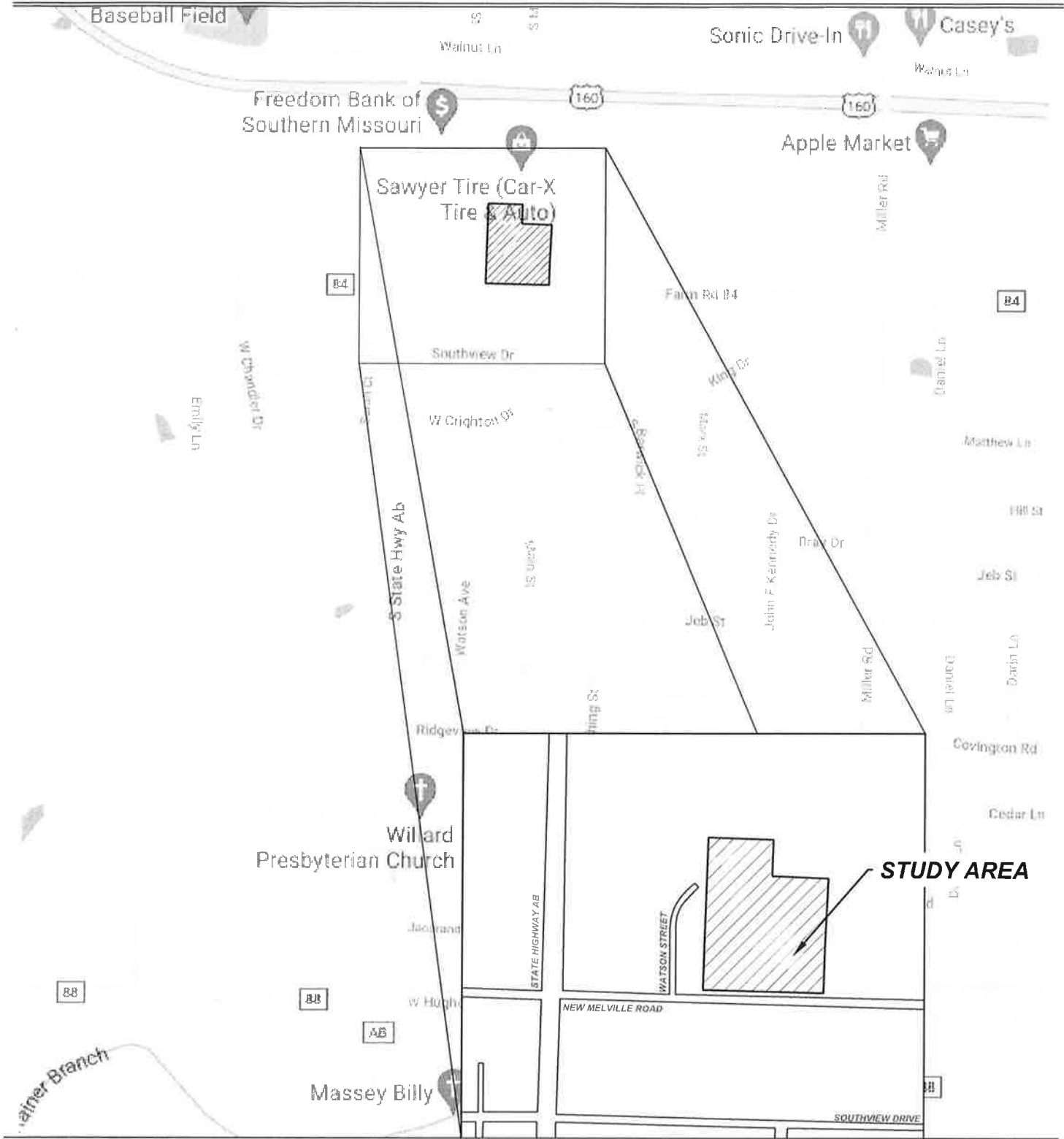
# **INTRODUCTION**

## **PURPOSE OF STUDY**

A residential development has been proposed for an existing parcel in Willard, Missouri that has State Highway AB to its west and New Melville Road run along its southern border. **Exhibit 1** illustrates the location of the proposed development. The purpose of this study is to determine the potential impact to the transportation network due to potential development and identify any necessary improvements (lane additions and/or traffic control modifications) to the adjacent and nearby road system to mitigate the impact and maintain a satisfactory level of service, adequate safety, and access for the proposed development.

## **STUDY OBJECTIVES**

The objective of this study is to evaluate development access points and traffic impacts on the public roadway network adjacent to the site of the proposed development. This report will identify possible traffic related concerns that could arise due to the proposed development and recommend any needed improvements based on comprehensive data attained in the field and traffic projections.



NORTH



Springfield Office:  
Tel: 417.889.3400  
Fax: 417.889.3402

www.GoCJW.com

CJW PROJECT No. 21119



# AREA CONDITIONS

## TRANSPORTATION NETWORK STUDY AREA

### AREA ROADWAY SYSTEM – EXISTING

**Exhibit 2** illustrates the existing roadway system with AM & PM peak hour traffic volumes for the adjacent roadways. The roadways analyzed within the study have the following characteristics:

STATE HIGHWAY AB – (West of the development) State Highway AB is a north/south roadway. The roadway provides full access to residential & commercial properties in Willard, Missouri. It is a two-lane roadway with typical lane widths of 12 feet. Traffic volumes at State Highway AB recorded 6,030 vehicles per day, 543 vehicles in the AM peak hour, and 441 vehicles in the PM peak hour. State Highway AB is classified as a Primary Arterial by the Ozarks Transportation Organization's (OTO) Major Thoroughfare Plan. The roadway is under the jurisdiction of the Missouri Department of Transportation and is posted with a 45 mph speed limit near the development.

NEW MELVILLE ROAD – (South of the development) New Melville Road is an east/west roadway. The roadway provides full access to commercial properties in Willard, Missouri. It is a two-lane roadway with typical lane widths of 12 feet. Traffic volumes at New Melville Road recorded 430 vehicles per day, 39 vehicles in the AM peak hour, and 39 vehicles in the PM peak hour. New Melville Road is classified as a Collector by the OTO Major Thoroughfare Plan. The roadway is under the jurisdiction of the Greene County Highway Department west of State Highway AB and under the jurisdiction of the City of Willard east of State Highway AB. It is posted with a 45 MPH speed limit west of State Highway AB and a 30 MPH speed limit east of State Highway AB.

WATSON STREET – (Primary Access of the development) Watson Street is a north/south roadway. The roadway provides full access to residential properties in Willard, Missouri. It is a two-lane roadway with typical lane widths of 12 feet. Traffic volumes at Watson Street recorded 70 vehicles per day, 5 vehicles in the AM peak hour, and 6 vehicles in the PM peak hour. Watson Road is classified as a Local Road by the OTO Major Thoroughfare Plan. The roadway is under the jurisdiction of the City of Willard and while unposted, it is assumed to have a 30 MPH speed limit near the development.

### AREA ROADWAY SYSTEM – FUTURE

WATSON STREET – Watson Street will provide full access onto New Melville Road to the subject property and will provide full ingress/egress to all development traffic.

**Exhibit 2** illustrates the existing roadway system and the existing AM & PM peak hour traffic volumes for the adjacent roadways.

Traffic is typically analyzed in the peak hour condition, which allows an analysis of the "worst-case scenario" due to the nature of traffic in the study area and projected land uses, the PM peak hour was determined to be the most applicable period for analysis.



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# Existing Traffic

## EXISTING CAPACITY

Due to the type of development proposed at this property, a capacity analysis of the existing road system was conducted to analyze intersection operations during the AM & PM peak hour.

## EXISTING LEVEL OF SERVICE

The capacity was analyzed using Synchro Traffic modeling software, which is based on procedures and techniques outlined in the *HIGHWAY CAPACITY MANUAL*, 2010 Edition which is published by the Transportation Research Board to determine operational level of service (LOS) and lane requirements. The quality of traffic flow is estimated based on calculations of delay to vehicles on each approach at an intersection. A grading system has been developed in the *Highway Capacity Manual* related to delay per vehicle which defines the quality of flow from Level A for free flowing conditions through Level F representing extreme congestion with excessive delays. Levels of traffic service are quantifiable measures of traffic flow that are represented by such factors as speed and delay time, traffic interruptions, safety, driving comfort and convenience. Level of service (LOS), vehicular delay and volume-to-capacity are key “measures of effectiveness” (MOEs) in the analysis of intersections.

The thresholds that define LOS are based on the type of traffic control used at an intersection; i.e., whether it is signalized or unsignalized. For signalized intersections, the average control delay per vehicle is estimated for each movement and aggregated for each approach and the intersection as a whole. At intersections with partial (side-street) stop control, the delay for each minor movement and approach is determined with no report for the intersection as a whole (since motorists on the main road are not required to stop and are assumed to operate under free-flow conditions). LOS is directly related to control delay. Highway designers strive for a minimum LOS of “C” as design criteria for operations during peak hour conditions, but a LOS E is acceptable during the peak hour. **Table 1** shows the LOS for the existing traffic volumes and lane geometrics for the AM & PM peak hour.

**Table 1: Existing Peak Hour Measures of Effectiveness**  
Summary of Intersection Capacity Analysis & Geometric Configuration

INTERSECTION N/S	E/W	# of Lanes	Traffic Control	AM Delay	AM LOS	PM Delay	PM LOS
<b>State Highway AB &amp; New Melville Road</b>			<b>TWSC</b>	<b>1.2</b>	<b>A</b>	<b>0.8</b>	<b>A</b>
	Eastbound Left / Through / Right	1	Stop	14.1	B	11.5	B
	Westbound Left / Through / Right	1	Stop	11.1	B	12.0	B
	Northbound Left / Through / Right	1	Free	0.0	A	0.1	A
	Southbound Left / Through / Right	1	Free	0.3	A	0.2	A
<b>Watson Street &amp; New Melville Road</b>			<b>OWSC</b>	<b>0.9</b>	<b>A</b>	<b>0.9</b>	<b>A</b>
	Eastbound Left / Through	1	Free	0.5	A	0.5	A
	Westbound Through / Right	1	Free	0.0	A	0.0	A
	Southbound Left / Right	1	Stop	8.4	A	8.7	A

# 2023 Projected Traffic

## SITE TRAFFIC

### 2023 PROPOSED TRIP GENERATION

Traffic generated to and from the development was estimated based upon data provided in "Trip Generation, 10<sup>th</sup> Edition," an informative report published by the Institute of Transportation Engineers (2017). The ITE Trip Generation Report is recognized by land use and traffic planners as the most authoritative text available for estimating the trip generation of various types of land development. Traffic volumes for future development are estimated in terms of "Trip Ends" for each land use. A Trip End is defined as a one-way trip to or from the subject property that has the property as either its origin or destination. In determining trip generation, the average rate as given by the ITE Trip Generation Report was used. Average daily trip generations have been calculated for the proposed development. For the purpose of this study, the criterion above was used to compute the trips generated. The number of trips was subsequently used to determine the impact on adjacent roadways.

**Table 2** summarizes the average daily, AM, and PM peak hour traffic generated to and from the property for the proposed development, based on the expectations previously stated.

**Table 2: 2023 Average Daily, AM, & PM Trip Generation**

LAND USE	ITE		VARIABLE	24-HOUR	AM PEAK		PM PEAK	
	CODE	SIZE		WEEKDAY	IN	OUT	IN	OUT
Single Family Detached Housing	210	4	Dwelling Units	38	1	2	2	1
Multifamily Housing (Low-Rise)	220	21	Dwelling Units	154	2	7	7	4
<b>TOTAL NEW TRIPS</b>				<b>191</b>	<b>3</b>	<b>9</b>	<b>9</b>	<b>5</b>

Full Trip Generation Table including the PM Peak Hour Rate and Percent Entering / Percent Exiting can be viewed in the 2023 Appendix.

**2023 PROPOSED TRIP DISTRIBUTION**

For the purpose of this study a directional distribution of traffic was compiled in order to accurately describe the traffic patterns the development is projected to create. The directional distribution is used to distribute the traffic generated by the proposed development onto the roadway network.

**Table 3** summarizes the expected Phase I AM & PM new trip directional distribution of traffic to and from the site as used in the study.

**Table 3: 2023 New Trip Directional Distribution**

LOCATION			AM Peak New Trip Traffic Distribution		PM Peak New Trip Traffic Distribution	
Roadway	From	To	% IN	% OUT	% IN	% OUT
Watson Street			75% / 75%		79% / 79%	
State Highway AB	North of	New Melville Road	49% / 49%		47% / 47%	
State Highway AB	South of	New Melville Road	45% / 45%		45% / 45%	
New Melville Road	West of	State Highway AB	3% / 3%		4% / 4%	
New Melville Road	State Highway AB	Watson Street	97% / 97%		86% / 86%	
New Melville Road	East of	Watson Street	26% / 26%		23% / 23%	

**Exhibit 3** illustrates the new trip directional distribution of traffic entering and exiting the study area for the AM & PM peak hour as shown in **Table 3**.



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## 2023 TOTAL FUTURE TRAFFIC

### 2023 BUILD CONDITION (TOTAL TRAFFIC CONDITIONS)

Using the existing traffic grown annually at 1.5% for 2 years, the estimated generated trip ends from **Table 2** and the assumed directional distribution of traffic from **Table 3**, it is possible to estimate the traffic on each of the impacted roads. **Tables 4, 5, & 6** represent the two-way traffic anticipated at full build out during the day, AM, and PM Peak Hour respectively onto each roadway segment.

**Table 4: 2023 Daily Projected Traffic Volumes**

Roadway	From	To	Daily Traffic	
			Existing	2023 Projections with the Proposed
Watson Street			70	17
State Highway AB	North of	New Melville Road	6,030	6,330
State Highway AB	South of	New Melville Road	5,590	5,870
New Melville Road	West of	State Highway AB	430	440
New Melville Road	State Highway AB	Watson Street	370	520
New Melville Road	East of	Watson Street	380	430

**Table 5: 2023 AM Peak Hour Projected Traffic Volumes**

Roadway	From	To	AM Traffic	
			Existing	2023 Projections with the Proposed
Watson Street			5	14
State Highway AB	North of	New Melville Road	543	569
State Highway AB	South of	New Melville Road	503	528
New Melville Road	West of	State Highway AB	39	40
New Melville Road	State Highway AB	Watson Street	33	47
New Melville Road	East of	Watson Street	30	35

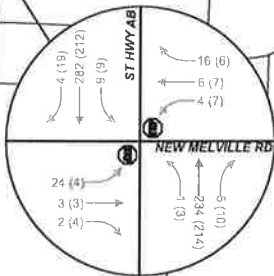
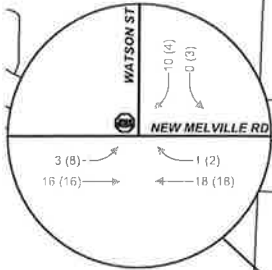
**Table 6: 2023 PM Peak Hour Projected Traffic Volumes**

Roadway	From	To	PM Traffic	
			Existing	2023 Projections with the Proposed
Watson Street			6	17
State Highway AB	North of	New Melville Road	441	464
State Highway AB	South of	New Melville Road	428	450
New Melville Road	West of	State Highway AB	39	40
New Melville Road	State Highway AB	Watson Street	30	46
New Melville Road	East of	Watson Street	34	39





LEGEND			
←	←	STOP SIGN CONTROL	TURNING MOVEMENT
←	←		



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## **2023 Traffic Analysis**

### **SITE ACCESS**

Access to the development is being proposed through the existing Watson Street. Additionally, the single family houses will have direct access to New Melville Road. Roadway access point capacity must be analyzed thoroughly in order to ensure that the roadway network adequately handles future traffic demands based on the additional development trip generation.

### **CAPACITY AND INTERSECTION UTILIZATION AT STUDY ROADWAYS AND INTERSECTIONS**

#### **PROPOSED PHASE I PEAK HOUR LEVEL OF SERVICE (NO BUILD)**

A capacity analysis of the road system was conducted assuming no improvements would be made in order to analyze intersection operations during the AM & PM peak hours and determines the condition of the future roadway infrastructure with a no-build option. The capacity was analyzed using Synchro Traffic modeling software, which is based on procedures and techniques outlined in the HIGHWAY CAPACITY MANUAL, 2010 Edition which is published by the Transportation Research Board to determine operational level of service (LOS) and lane requirements.

**Table 7** illustrates the AM & PM peak hour level of service for the intersection based upon the construction of the development and no roadway improvements.

**Table 7: Peak Measures of Effectiveness (No Roadway Improvements)**  
Summary of Intersection Capacity Analysis & Geometric Configuration

INTERSECTION N/S	E/W	# of Lanes	Traffic Control	AM Delay	AM LOS	PM Delay	PM LOS
<b>State Highway AB &amp; New Melville Road</b>			<b>TWSC</b>	<b>1.4</b>	<b>A</b>	<b>1.0</b>	<b>A</b>
	Eastbound Left / Through / Right	1	Stop	14.6	B	11.8	B
	Westbound Left / Through / Right	1	Stop	11.5	B	12.1	B
	Northbound Left / Through / Right	1	Free	0.0	A	0.1	A
	Southbound Left / Through / Right	1	Free	0.3	A	0.4	A
<b>Watson Street &amp; New Melville Road</b>			<b>OWSC</b>	<b>2.2</b>	<b>A</b>	<b>2.3</b>	<b>A</b>
	Eastbound Left / Through	1	Free	1.1	A	2.5	A
	Westbound Through / Right	1	Free	0.0	A	0.0	A
	Southbound Left / Right	1	Stop	8.4	A	8.6	A

**Table 8: Intersection Improvements: Turn Lane Warrants<sup>1</sup>**

Intersection	Direction	Turn Lane	Warranted?	Storage Length (ft)	Taper Length (ft)
<b>State Highway AB &amp; New Melville Road</b>	Northbound	Right	No	-	-
<b>State Highway AB &amp; New Melville Road<sup>2</sup></b>	Southbound	Left	No	-	-
<b>State Highway AB &amp; New Melville Road<sup>2</sup></b>	Westbound	Right	No	-	-
<b>State Highway AB &amp; New Melville Road<sup>2</sup></b>	Westbound	Left	No	-	-
<b>Watson Street &amp; New Melville Road<sup>2</sup></b>	Eastbound	Left	No	-	-
<b>Watson Street &amp; New Melville Road<sup>2</sup></b>	Westbound	Right	No	-	-

<sup>1</sup> All turn lane warrants can be viewed as individual charts in **Appendix II**.

<sup>2</sup> The turn lane did not meet the minimum requirements necessary to perform the warrant. Therefore, no chart is shown in **Appendix II**.

**PROPOSED PHASE I PEAK HOUR LEVEL OF SERVICE (BUILD)**

The analysis of the proposed intersections in a no build condition revealed satisfactory levels of service at every intersection. Turn lane warrants, which can be viewed above in **Table 8**, were conducted to determine if any intersection would require either a designated left or right turn lane. At this time, none of the turn lane warrants met the requirements needed for a turn lane. Due to these factors, peak measures of effectiveness of the affected intersections remain unchanged from **Table 7**.

## 2023 Findings & Recommendations

- **Sight Distance at the Proposed Entrances** – Careful consideration should be given to sight distance obstructions when planning any future development or aesthetic enhancements, such as berms, fencing, or landscaping, to ensure that these improvements do not obstruct the view of entering and exiting traffic at the development entrance with public roads. It is generally recommended that all improvements higher than 3.5 feet above the elevation of the nearest pavement edge be held back at least 20 feet from the traveled roadway.
- **Watson Street** – Watson Street will serve as a full access roadway, providing full ingress and egress to the development.

### SUMMARY OF NEEDED IMPROVEMENTS

**Roadway Improvements 2023** – After reviewing the affected intersection, it has been determined that no improvements are necessary.

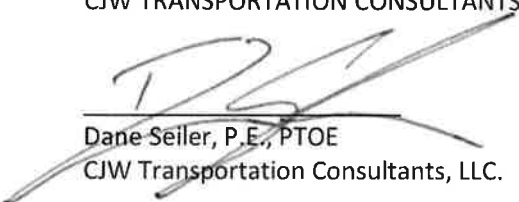
### SUMMARY OF INTERSECTION ANALYSIS

A review of the 2023 peak hour intersection analysis revealed that the intersection of State Highway AB & New Melville Road will operate at a level of service A overall. The intersection of Watson Street & New Melville Road will operate at a level of service A overall.

We trust this traffic study satisfactorily answers questions concerning the traffic impact on the proposed development. If you need additional information, please contact me.

Respectfully submitted,

CJW TRANSPORTATION CONSULTANTS, LLC

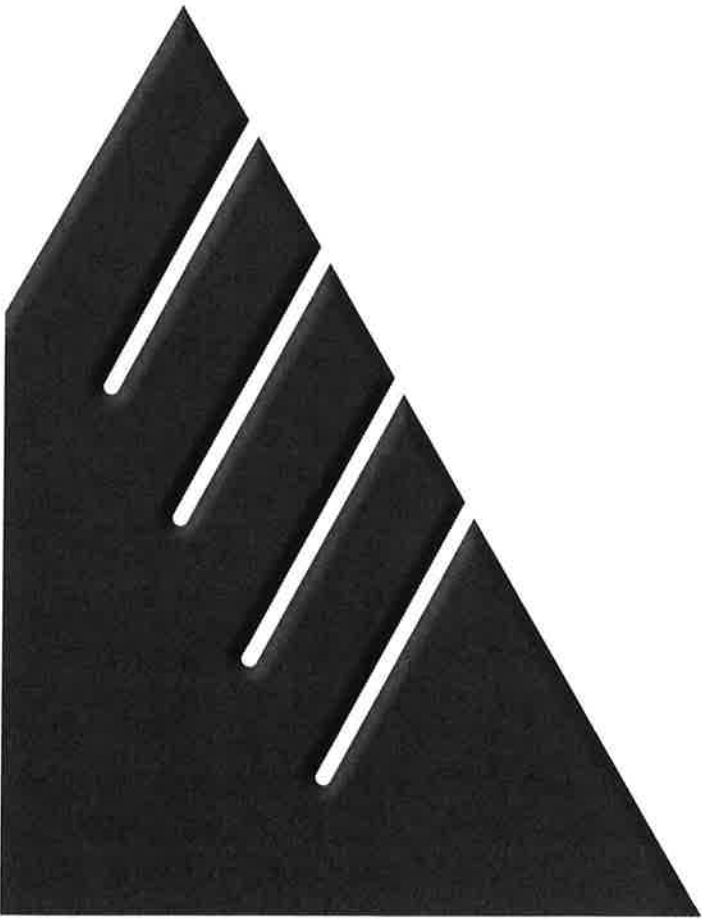
  
Dane Seiler, P.E., PTOE  
CJW Transportation Consultants, LLC.

  
Justin Orf, E.I.  
CJW Transportation Consultants, LLC.

***APPENDIX I - EXISTING TRAFFIC***

**PREPARED BY:**

**CJW** 



Intersection: State Highway Ab & New Melville Road N/S Street: State Highway Ab

Observer: JO Date: 6/23/2021

AM Count E/W Street: New Melville Road

Time	EB			WB			NB			SB		
	L	T	R	L	T	R	L	T	R	L	T	R
7:00-7:15	9	0	0	0	0	0	0	57	1	0	53	0
7:15-7:30	6	1	2	0	0	4	1	82	1	3	90	2
7:30-7:45	3	1	0	0	2	1	0	40	1	5	89	2
7:45-8:00	5	1	0	0	1	1	0	46	1	0	39	0
8:00-8:15	3	0	0	0	2	3	0	27	2	3	30	0
8:15-8:30	5	2	0	3	0	2	0	28	0	0	29	0
8:30-8:45	0	2	0	2	1	3	0	24	0	1	21	1
8:45-9:00	4	0	1	1	0	5	1	34	0	1	30	2
Peak Hour	23	3	2	0	3	6	1	225	4	8	271	4
PHF	0.64	0.75	0.25	#DIV/0!	0.38	0.38	0.25	0.69	1.00	0.40	0.75	0.50

Intersection: State Highway Ab & New Melville Road N/S Street: State Highway Ab

Observer: JO Date: 6/23/2021

PM Count E/W Street: New Melville Road

Time	EB			WB			NB			SB		
	L	T	R	L	T	R	L	T	R	L	T	R
4:00-4:15	2	1	1	2	2	1	0	35	0	0	44	4
4:15-4:30	1	0	1	2	1	4	1	53	1	1	40	2
4:30-4:45	1	2	0	2	0	0	0	65	2	2	56	11
4:45-5:00	0	0	1	2	3	1	1	42	1	3	58	3
5:00-5:15	3	1	2	0	2	1	2	48	2	2	41	0
5:15-5:30	0	0	1	1	2	2	0	51	1	0	49	4
5:30-5:45	4	2	1	0	1	3	2	59	0	5	37	4
5:45-6:00	3	0	2	3	2	3	1	53	1	3	37	2
Peak Hour	4	3	4	5	7	4	3	206	6	5	204	18
PHF	0.33	0.38	0.50	0.63	0.58	0.50	0.38	0.79	0.75	0.42	0.88	0.41

Intersection: Watson Street & New Melville Road

N/S Street: Watson Street  
 E/W Street: New Melville Road

AM Count

Observer: EM

Date: 6/24/2021

Time	EB		WB		SB	
	L	T	T	R	L	R
7:00-7:15	0	2	2	0	0	0
7:15-7:30	1	4	6	0	0	0
7:30-7:45	0	3	2	1	0	1
7:45-8:00	0	4	4	0	0	0
8:00-8:15	0	1	3	0	0	2
8:15-8:30	1	3	0	0	0	2
8:30-8:45	1	2	3	0	1	1
8:45-9:00	0	1	3	0	0	0
Peak Hour	1	12	15	1	0	3
PHF	0.25	0.75	0.63	0.25	#DIV/0!	0.38



Intersection:

Watson Street & New Melville Road

N/S Street:  
E/W Street:

West By-Pass  
Sunshine Street

PM Count














Observer: EM

Date: 6/24/2021

Time	EB		WB			SB	
	L	T	T	R	L	R	
4:00-4:15	0	1	3	0	0	0	
4:15-4:30	0	3	4	0	0	0	
4:30-4:45	1	4	3	2	1	0	
4:45-5:00	0	1	4	0	2	0	
5:00-5:15	0	4	4	0	0	0	
5:15-5:30	0	2	4	0	0	0	
5:30-5:45	0	6	5	0	0	0	
5:45-6:00	0	5	2	0	0	0	
Peak Hour	1	12	15	2	3	0	
PHF	0.25	0.75	0.94	0.25	0.38	#DIV/0!	

Lanes, Volumes, Timings  
 3: St Hwy Ab & New Melville Road

AM Peak  
 07/02/2021

													
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR	
Lane Configurations		↔			↔			↔			↔		
Traffic Volume (vph)	23	3	2	0	6	12	1	225	4	8	271	4	
Future Volume (vph)	23	3	2	0	6	12	1	225	4	8	271	4	
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Frt		0.991			0.912			0.998			0.998		
Flt Protected		0.960									0.999		
Satd. Flow (prot)	0	1772	0	0	1699	0	0	1859	0	0	1857	0	
Flt Permitted		0.960									0.999		
Satd. Flow (perm)	0	1772	0	0	1699	0	0	1859	0	0	1857	0	
Link Speed (mph)		45			30			45			45		
Link Distance (ft)		397			840			983			300		
Travel Time (s)		6.0			19.1			14.9			4.5		
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	
Adj. Flow (vph)	25	3	2	0	7	13	1	245	4	9	295	4	
Shared Lane Traffic (%)													
Lane Group Flow (vph)	0	30	0	0	20	0	0	250	0	0	308	0	
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No	
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right	
Median Width(ft)		0			0			0			0		
Link Offset(ft)		0			0			0			0		
Crosswalk Width(ft)		16			16			16			16		
Two way Left Turn Lane													
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	
Turning Speed (mph)	15		9	15		9	15		9	15		9	
Sign Control		Stop			Stop			Free			Free		

Intersection Summary

Area Type: Other  
 Control Type: Unsignalized  
 Intersection Capacity Utilization 35.1% ICU Level of Service A  
 Analysis Period (min) 15

Lanes, Volumes, Timings  
7: New Melville Road & Watson Street

AM Peak  
07/02/2021














Lane Group	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕		↘	
Traffic Volume (vph)	1	14	15	1	0	3
Future Volume (vph)	1	14	15	1	0	3
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Fr <sub>t</sub>			0.992		0.865	
Fit Protected		0.997				
Satd. Flow (prot)	0	1857	1848	0	1611	0
Fit Permitted		0.997				
Satd. Flow (perm)	0	1857	1848	0	1611	0
Link Speed (mph)		30	30		30	
Link Distance (ft)		840	393		270	
Travel Time (s)		19.1	8.9		6.1	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	1	15	16	1	0	3
Shared Lane Traffic (%)						
Lane Group Flow (vph)	0	16	17	0	3	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Left	Left	Right	Left	Right
Median Width(ft)		0	0		12	
Link Offset(ft)		0	0		0	
Crosswalk Width(ft)		16	16		16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15			9	15	9
Sign Control		Free	Free		Stop	

Intersection Summary

Area Type: Other  
 Control Type: Unsignalized  
 Intersection Capacity Utilization 13.3%      ICU Level of Service A  
 Analysis Period (min) 15

Lanes, Volumes, Timings  
3: St Hwy Ab & New Melville Road

PM Peak  
07/02/2021

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	4	3	4	5	7	4	3	206	6	5	204	18
Future Volume (vph)	4	3	4	5	7	4	3	206	6	5	204	18
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.951			0.968			0.996			0.989	
Fit Protected		0.982			0.986			0.999			0.999	
Satd. Flow (prot)	0	1740	0	0	1778	0	0	1853	0	0	1840	0
Fit Permitted		0.982			0.986			0.999			0.999	
Satd. Flow (perm)	0	1740	0	0	1778	0	0	1853	0	0	1840	0
Link Speed (mph)		45			30			45			45	
Link Distance (ft)		397			840			983			300	
Travel Time (s)		6.0			19.1			14.9			4.5	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	4	3	4	5	8	4	3	224	7	5	222	20
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	11	0	0	17	0	0	234	0	0	247	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type: Other

Control Type: Unsignalized

Intersection Capacity Utilization 24.7% ICU Level of Service A

Analysis Period (min) 15

Lanes, Volumes, Timings  
 7: New Melville Road & Watson Street

PM Peak  
 07/02/2021



Lane Group	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↔	↔		↔	
Traffic Volume (vph)	1	13	16	2	3	0
Future Volume (vph)	1	13	16	2	3	0
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Fr <sub>t</sub>			0.986			
Fit Protected		0.997			0.950	
Satd. Flow (prot)	0	1857	1837	0	1770	0
Fit Permitted		0.997			0.950	
Satd. Flow (perm)	0	1857	1837	0	1770	0
Link Speed (mph)		30	30		30	
Link Distance (ft)		840	393		270	
Travel Time (s)		19.1	8.9		6.1	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	1	14	17	2	3	0
Shared Lane Traffic (%)						
Lane Group Flow (vph)	0	15	19	0	3	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Left	Left	Right	Left	Right
Median Width(ft)		0	0		12	
Link Offset(ft)		0	0		0	
Crosswalk Width(ft)		16	16		16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15			9	15	9
Sign Control		Free	Free		Stop	

Intersection Summary

Area Type:	Other
Control Type:	Unsignalized
Intersection Capacity Utilization	13.3%
Analysis Period (min)	15
	ICU Level of Service A



***APPENDIX II – 2023 TRAFFIC CONDITIONS***



**PREPARED BY:**

**CJW** 













# 2023 Turn Lane Warrant:

## State Highway AB & New Melville Road Right Turn Lane:

### 940.9.8 Right Turn Lane Guidelines for Two-Lane Roadways , State Highway AB & New Melville Road, Northbound Right

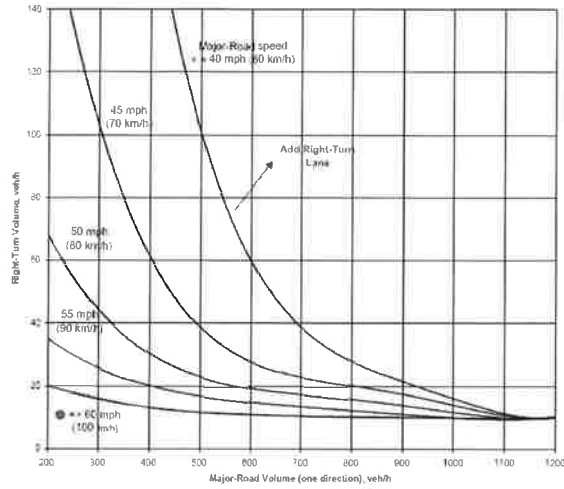


Figure 940.9.8 Right Turn Lane Guidelines for Two-Lane Roadways

The following data are required

**Note: Right Turn lane Not Warranted**

















1. Advancing Volume (veh/hr) - The advancing volume is to include the right-turn, left-turn and through movements in the same direction as the right turning vehicle **227 veh/hr**
2. Right Turning Volume (veh/hr) - The right turning volume is the number of advancing vehicles turning right **10 veh/hr**
3. Operating Speed (mph) - The greatest of anticipated operating speed, measured 85th percentile speed or posted speed **45 MPH**

Note, Right turn lane is not needed for right turn volume less than 10 vph. However, criteria other than volume, e.g. crash experience, may be used to justify a right turn lane.

If the combination of major road approach volume and right-turn volume intersects above or to the right of the speed trend line corresponding the major road operating speed, then a right-turn lane is appropriate.

Lanes, Volumes, Timings  
3: St Hwy Ab & New Melville Road

AM Peak  
07/02/2021

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	24	3	2	4	6	16	1	234	5	9	282	4
Future Volume (vph)	24	3	2	4	6	16	1	234	5	9	282	4
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fr't		0.991			0.918			0.997			0.998	
Flt Protected		0.960			0.993						0.998	
Satd. Flow (prot)	0	1772	0	0	1698	0	0	1857	0	0	1855	0
Flt Permitted		0.960			0.993						0.998	
Satd. Flow (perm)	0	1772	0	0	1698	0	0	1857	0	0	1855	0
Link Speed (mph)		45			30			45			45	
Link Distance (ft)		397			840			983			300	
Travel Time (s)		6.0			19.1			14.9			4.5	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	26	3	2	4	7	17	1	254	5	10	307	4
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	31	0	0	28	0	0	260	0	0	321	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

Intersection Summary

Area Type:	Other
Control Type:	Unsignalized
Intersection Capacity Utilization	34.4%
Analysis Period (min)	15
	ICU Level of Service A

Lanes, Volumes, Timings  
7: New Melville Road & Watson Street

AM Peak  
07/02/2021















Lane Group	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↔		↘	↘
Traffic Volume (vph)	3	16	18	1	0	10
Future Volume (vph)	3	16	18	1	0	10
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Frt			0.994		0.865	
Frt Protected		0.993				
Satd. Flow (prot)	0	1850	1852	0	1611	0
Frt Permitted		0.993				
Satd. Flow (perm)	0	1850	1852	0	1611	0
Link Speed (mph)		30	30		30	
Link Distance (ft)		840	393		270	
Travel Time (s)		19.1	8.9		6.1	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	3	17	20	1	0	11
Shared Lane Traffic (%)						
Lane Group Flow (vph)	0	20	21	0	11	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Left	Left	Right	Left	Right
Median Width(ft)		0	0		12	
Link Offset(ft)		0	0		0	
Crosswalk Width(ft)		16	16		16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15			9	15	9
Sign Control		Free	Free		Stop	

Intersection Summary

Area Type:	Other
Control Type:	Unsignalized
Intersection Capacity Utilization	13.4%
Analysis Period (min)	15
	ICU Level of Service A

Lanes, Volumes, Timings  
 3: St Hwy Ab & New Melville Road

PM Peak  
 07/02/2021

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (vph)	4	3	4	7	7	6	3	214	10	9	212	19
Future Volume (vph)	4	3	4	7	7	6	3	214	10	9	212	19
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fr't		0.951			0.959			0.994			0.989	
Flt Protected		0.982			0.983			0.999			0.998	
Satd. Flow (prot)	0	1740	0	0	1756	0	0	1850	0	0	1839	0
Flt Permitted		0.982			0.983			0.999			0.998	
Satd. Flow (perm)	0	1740	0	0	1756	0	0	1850	0	0	1839	0
Link Speed (mph)		45			30			45			45	
Link Distance (ft)		397			840			983			300	
Travel Time (s)		6.0			19.1			14.9			4.5	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	4	3	4	8	8	7	3	233	11	10	230	21
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	11	0	0	23	0	0	247	0	0	261	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		0			0			0			0	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Sign Control		Stop			Stop			Free			Free	

**Intersection Summary**

Area Type: Other










Control Type: Unsignalized

Intersection Capacity Utilization 27.6% ICU Level of Service A

Analysis Period (min) 15

Lanes, Volumes, Timings  
 7: New Melville Road & Watson Street

PM Peak  
 07/02/2021

						
Lane Group	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Volume (vph)	8	16	18	2	3	4
Future Volume (vph)	8	16	18	2	3	4
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00
Fr <sub>t</sub>			0.988		0.923	
Fit Protected		0.983			0.979	
Satd. Flow (prot)	0	1831	1840	0	1683	0
Fit Permitted		0.983			0.979	
Satd. Flow (perm)	0	1831	1840	0	1683	0
Link Speed (mph)		30	30		30	
Link Distance (ft)		840	393		270	
Travel Time (s)		19.1	8.9		6.1	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Adj. Flow (vph)	9	17	20	2	3	4
<b>Shared Lane Traffic (%)</b>						
Lane Group Flow (vph)	0	26	22	0	7	0
Enter Blocked Intersection	No	No	No	No	No	No
Lane Alignment	Left	Left	Left	Right	Left	Right
Median Width(ft)		0	0		12	
Link Offset(ft)		0	0		0	
Crosswalk Width(ft)		16	16		16	
Two way Left Turn Lane						
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15			9	15	9
Sign Control		Free	Free		Stop	
<b>Intersection Summary</b>						
Area Type:	Other					
Control Type:	Unsignalized					
Intersection Capacity Utilization	17.9%			ICU Level of Service A		
Analysis Period (min)	15					

## PUBLIC NOTICE

Notice is hereby given that the Willard Planning and Zoning Commission shall meet on August 24, 2021 at 7:00 p.m. and the Willard Board of Aldermen shall meet on September 13, 2021 at 7:00 p.m. at the Willard Community Building, 220 W. Jackson, to conduct a public hearing to consider a Preliminary Plat and Development Plan for ATM Commercial Phase 3 Planned Development District. The parcel involved is # 0726402109, further identified as West New Melville Road by the Greene County Assessor. The Board will take public comments at this meeting. If you are unable to attend this meeting, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for ATM Commercial Phase 3 Planned Development District to Jennifer Rowe, City Clerk at:

City of Willard  
P.O. Box 187  
Willard, MO 65781  
(417) 742-5302  
[clerk@cityofwillard.org](mailto:clerk@cityofwillard.org)

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 the information above.