

# **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**

**February 27, 2024**

**6:00 p.m.**

**Willard City Hall**

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

### **PLANNING AND ZONING MEMBERS**

**Terry Kathcart, Chairman**

**Alderman David Keene, Vice-Chairman**

**Valorie Simpson, Secretary**

**Mayor Sam Baird**

**Jeff LaMontia**

**Burnis Coleman**

**Joshua Breeze**

**David Kinsman**

**Steven Cobb**

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

# CITY OF WILLARD, MISSOURI

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Agenda Item #3

## Agenda Amendments/Agenda Approval

**CITY OF WILLARD  
PLANNING AND ZONING  
REGULAR MEETING  
February 27, 2024  
6:00 P.M.**

Notice posted on February 21, 2024, 3:30 p.m.

Notice is hereby given that the City of Willard Planning and Zoning Commission will conduct a regular meeting at 6:00 p.m., February 27, 2024, at the Willard City Hall, 224 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 January 23, 2024.
5. Citizen Input.
6. Future Use Survey Results
7. Building Code Adoption:
  1. 705.365 Inflow and Infiltration (I&I). Discussion/Vote
  2. 500.010-500.100 Building Codes. Discussion/Vote
  3. 400.510 Planned Development. Discussion
8. New Business.
9. Unfinished Business.
10. Adjourn.

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

Dona Slater  
224 W. Jackson  
Willard, Missouri 65781  
(417) 742-5302

# CITY OF WILLARD, MISSOURI

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Agenda Item #4

**Approval of the Minutes from the regular meeting  
January 23, 2024.**

CITY OF WILLARD, MISSOURI  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
January 23, 2024  
6:00 P.M.

Staff present: Interim City Administrator, Donna Stewart; Planning and Development Director, Mike Ruesch, and City Clerk, Dona Slater.

Citizens present: Alderman Troy Smith

The Meeting was opened by Chairman Terry Kathcart at 6:00 p.m.

**Roll Call**

Present: Terry Kathcart, Valorie Simpson, Jeff LaMontia, Joshua Breeze, Steve Cobb, Alderman David Keene, and Mayor Sam Baird. Not present: Burnis Coleman and David Kinsman.

**Agenda Amendments/Agenda Approval**

Motion was made by Valorie Simpson and seconded by Mayor Sam Baird to approve the agenda.

Motion carried with a vote of 7-0. Voting aye: Valorie Simpson, Jeff LaMontia, Joshua Breeze, Terry Kathcart, David Kinsman, Steve Cobb, and Mayor Sam Baird.

**Approval of the Minutes from the Regular Meeting November 28, 2023**

Mayor Baird requested the Minutes be amended to show why Commission members abstained from votes at the last meeting.

Motion was made by Valorie Simpson and seconded by Mayor Sam Baird to approve the minutes from November 28, 2023, as amended.

Motion carried with a vote of 7-0. Voting aye: Valorie Simpson, Jeff LaMontia, Joshua Breeze, Steve Cobb, Mayor Sam Baird, Alderman David Keene, and Terry Kathcart.

**Introduction of Mike Ruesch, Planning and Development Director**

Mayor Baird introduced Mike Ruesch to the Commission. Mr. Ruesch gave a short biography of himself. He stated he has served as an Alderman. Ms. Simpson asked where he had served, and he said in Utah. He has been looking at a lot of things and will be bringing them to the Planning and Zoning Commission. Mr. Kathcart said he understands the duties of Economic Development have been moved to the Planning and Development Director.

**Citizen Input**

None.

**Moving Forward: Discussion with Planning and Zoning Commission and City staff regarding planning aspects and vision related to Willard's Comprehensive Plan**

Mr. Kathcart said he would like an open forum discussion about moving Willard forward.

Ms. Stewart said she has had Mr. Ruesch read the 2019 Comprehensive Plan. She said she is excited at how the vision of the Comprehensive Plan is coming together. The City has been working on easements for the pipeline to Springfield. Mr. Ruesch said we may be ready for the pipeline in 2025. Ms. Stewart said the moratorium on new connections will be lifted when the pipe goes in, and the lagoon is closed. She said the next step is how to provide water to new developments. We need to look at a new well, either an elevated tower or ground storage. She shared a report by Public Works Director, Justin Sorgen, that was given to the Board of Aldermen outlining the current status of Willard's water system.

Ms. Simpson asked for an update on the 94 Lift Station and why there is an odor sometimes. Ms. Stewart said the lawsuit with Hamilton & Dad is still in process and the odor is not the fault of the system. Mr. Ruesch said the enzymes work better when the weather is warmer so the odor should clear up as the temperatures go up.

Mr. Kathcart asked about the chat dust from the the quarry. Mr. Bodenhamer said the quarry has a new owner. Mr. Ruesch said he will check into this. Ms. Simpson said Willard has an Ordinance that the trucks from the quarry must be covered.

Mr. Ruesch handed out a flow chart regarding the Comprehensive Plan. He would like to have a staff development meeting with utilities, developers, the fire chief, etc., so all issues can be brought up. He is taking a hard look at fees and policies. His intention is to let development push things. Ninety percent (90%) of development is looking ahead, what do we need ten or twenty years from now. He said Willard needs to decide what its vision is and get fees to accomplish this vision. He said we need to promote the downtown and to highlight the Frisco Trail to developers. He is hoping to build relationships with developers and builders. Ms. Simpson stated that we really need to look at the downtown area and what we can do with zoning.

Mr. Kathcart said they are closing the future land use survey this month and asked if they can have a report at the February meeting. Mr. Ruesch said he will make that happen.

**New Business**

None.

**Unfinished Business**

Mayor Baird said the brew pub was hoping to open this summer but have found foundation problems with the Mural building that they are working on.

**Adjourn.**

Motion was made by Valorie Simpson and seconded by Terry Kathcart to Adjourn the meeting.

Motion carried with a vote of 7-0. Voting aye: Valorie Simpson, Jeff LaMontia, Joshua Breeze, Mayor Sam Baird, Terry Kathcart, Alderman David Keene, and Steve Cobb.

Meeting Adjourned at 6:55 p.m.

\_\_\_\_\_  
Valorie Simpson, Secretary

\_\_\_\_\_  
Terry Kathcart, Chairman

Attest: \_\_\_\_\_  
Dona Slater, City Clerk

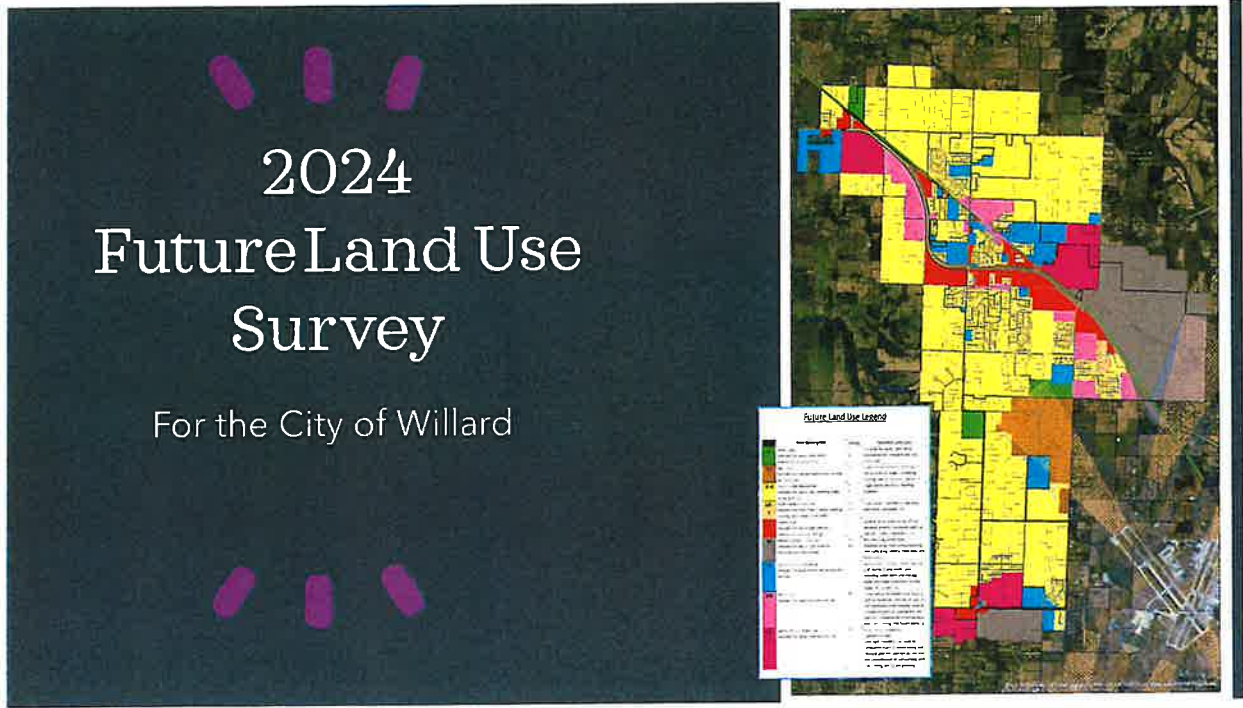
# CITY OF WILLARD, MISSOURI

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Agenda Item #6

## Future Use Survey Results



According to the United States Census Bureau, Willard's population as of 2021 is 6,385.

We received 151 responses (2% of the population) over a 6-month period.



## Q 1. What types of new development would you most like to see in The City of Willard?

	Total	Percentage
Small/local businesses	103	69%
Entertainment (i.e. restaurants, recreation, community spaces)	95	63%
Shopping centers, retail chains, and/or grocery stores	90	60%
Single family housing	41	27%
Warehousing, manufacturing and/or industrial	26	17%
Multi-family residences (i.e. apartments, condominiums, senior housing)	15	10%

### Other:

- I actually love the fields, farms, and forests in Willard. I want more of those areas to be protected instead of turned into subdivisions. That's what I love about Willard bi prefer to keep that stuff in Springfield. I'm willing to drive so I can enjoy nature where I live.
- Nice Restaurants
- Dispensary
- Green space, recreation, parks
- Larger and more popular chains are going to do better for the revenue. If land isn't going to be sold along the highway, then larger revenue options are the best bet
- More chain shopping like Walmart, target, Lowes, homedepot, and restaurants like chilis, cheddars, etc..
- No land development, we like Willard because it's small let's keep it that way
- No mega stores
- none
- SAFE, INCLUSIVE SPACES that are NONreligious, MORE &USEFUL greenspace
- Walmart
- Walmart neighborhood market

## Q 2. What efforts do you believe are most important to improve the economy in The City of Willard?

	Total	Percentage
Attract more shopping and restaurants	97	64%
Cultivate a "small business-friendly" reputation	86	57%
Improve local job opportunities for residents	72	48%
Reduce governmental red tape	44	30%
Encourage redevelopment of existing developed areas	43	29%
Encourage more permanent residents	35	23%

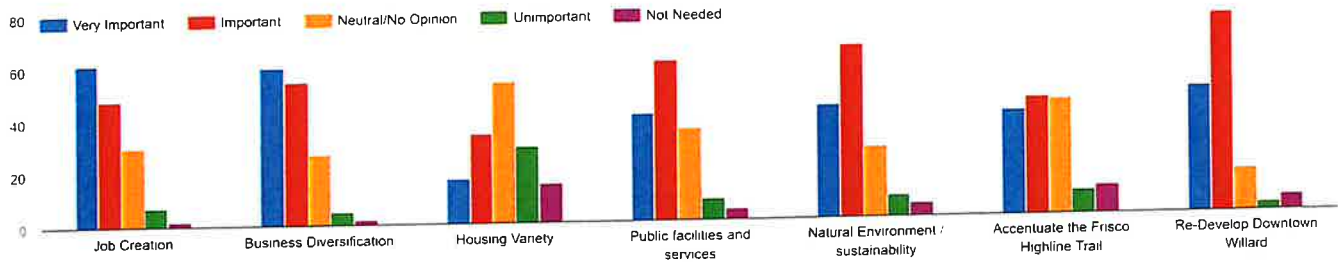
### Other:

- A sewage treatment plant.
- attaching an environmentally friendly mindset to any new development
- Fix existing infrastructure before growing. We're already having problems with sewage. Hughes road is too narrow and rough for existing traffic.
- Get in alderman that don't have hidden agendas
- Honestly keep the town small, the more short term people you bring in with flash and pop the more of us who want to call Willard our forever home will start looking to move
- Quit running businesses that are interested in the area off. Willard has had many opportunities to increase the tax growth to help pay for infrastructure and public facilities.
- Stop building low income housing. Its absolutely gutted this city.
- Tax incentives to bring in larger commercial businesses
- There isn't a need for more restaurants in Willard, find something that makes people want to stay in Willard, rather than drive to Springfield . Would keep them eating and playing inside the city. Otherwise, people are drawn to do food near their entertainment venues, likely inside Springfield.

### Q 3. How important should these priorities be for Willard?

	Very Important	Important	Neutral	Unimportant	Not Needed
Job Creation	62	50	30	7	2
Business Diversification	60	57	27	5	2
Housing Variety	17	34	55	30	15
Public Facilities & Services	41	62	35	9	4
Natural Environment / sustainability	43	68	27	8	5
Accentuate the FriscoHighline Trail	41	45	45	9	11
Re-Develop Downtown Willard	48	77	17	3	6

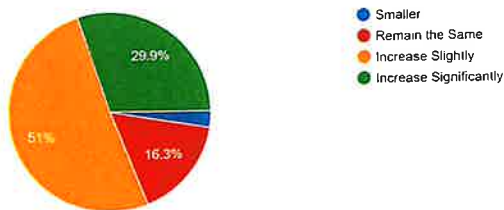
How important should these priorities be for Willard?



### Q 4. What do you feel would be the ideal population of Willard in 20 years?

	Total	Percentage
Smaller	4	3%
Remain the Same	24	16%
Increase Slightly	76	51%
Increase Significantly	45	30%

What do you feel would be the ideal population of Willard in 20 years?  
147 responses



**Q 5. In the future, what kind of housing/neighborhood developments would you like to see in Willard?**

	Total	Percentage
Traditional (i.e. detached, single family residential homes)	119	79%
Dense Traditional (i.e. duplexes)	13	9%
Clustered Housing (i.e. compact single/multi-family with reserved green space)	33	22%
Mixed Use (i.e. lofts above small businesses)	40	26%
Multi-Family (i.e. apartments, townhomes, condos)	17	11%

**Other:**

- Affordable senior housing
- Don't change anything Willard is at a perfect balance right now
- Encourage the retaining agricultural land
- Higher income single family.
- Multi family with garden like the red barn in Fayetteville Mo
- No more housing
- No more new homes are needed
- None until our infrastructure can support what we have plus future growth
- Our housing growth needs to cease until we have our sewer issues fixed
- People who own the land in the outlying areas don't promote growth, we need as a city to make use of the land we do have. Will need to go taller.
- retirement homes
- senior, 55+ housing
- upper and single family homes

## Q 6. What type of new businesses would you like to see added to the community?

	Total	Percentage
Dine-In Restaurants	118	78%
Retail Stores (i.e. Aldi's, Tractor Supply Company, Petco, etc.)	106	70%
Local retail businesses	86	57%
Service-based Commercial (i.e. Hotel/Motel, mechanics, barber, etc.)	49	33%
Professional Services (i.e. Architects, Engineers, IT, Lawyers, etc.)	48	32%
Convenience/Fast Food	41	28%
Manufacturing/industrial	34	22%
Health Services	28	19%
Willard does not need any more economic development	3	2%

### Other:

- "NO" Wal-Marts would kill al local businesses
- Better Internet service providers.
- Entertainment venues
- Human development like someplace that helps bring new homeowners & gardeners together or a place to bring in people who can repair stuff (like clocks, shoes, clothes) and those who need their services & might also like to learn how.
- Spa
- Things that bring in job turnover rates. It gives high schoolers, a place to start, as well as the stay-at-home mom demographic and opportunity to work small hours at large places.
- Walmart
- Willard needs at least a solid anchor store that would keep more money on Willard.
- Yes we do not need any business, we have a small amount of everything that is able to thrive. Start adding more business and they will begin to struggle

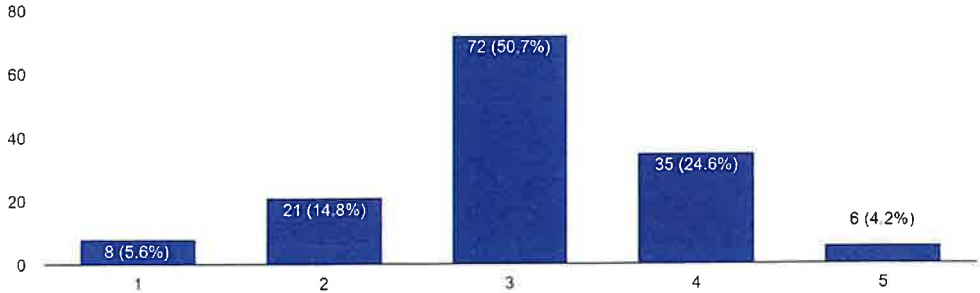
# Future Land Use Map

**Q 7. Looking at the proposed future land use map, how satisfied are you with the overall layout of uses?**

	Total	Percentage
1. Not Satisfied	8	5%
2. Somewhat not satisfied	21	14%
3. Neutral	72	50%
4. Somewhat Satisfied	35	24%
5. Very Satisfied	6	4%

Looking at the proposed future land use map above, how satisfied are you with the overall layout of uses?

142 responses



**Q 8. Again, looking at the proposed future land use map above, do you have any other comments or concerns?**

- A spot for a sewage treatment plant.
- Add more green space
- allow for more commercial and multi-family types.
- Annex non-city areas surrounded by city on at least three sides
- Building in high flood zones is not fair to current homeowners who prefer older homes.
- City staff and business owners are going to have to communicate well about tax allowances, land use, and what the businesses can pay for instead of the city. City infrastructure.
- Concerns regarding dense commercial/apartment area off of 160 near Green Hills
- Concerns with approving zoning for multi family housing next to single family homes
- consider more C (commercial) scattered among single-family homes - ensure adequate commercial and light industrial properties that are NOT available for housing.
- did not view map in office. Can not make out writing on map not useful for question. Since moving main road around Willard we have lost more local business. We use to have 3 set down restaurants for breakfast, lunch and dinner 7 days a week. NOW we have none. Are town has not grown in the direct in needs to. You have to go to Ash Grove or Springfield for that. I prefer to support our local stores/shops before traveling back to Springfield. Willard has regressed not prospered in the 44 years that have lived here.
- Existing infrastructure is already strained. Miller rd from New Melville to Hughes is too narrow and too much traffic. Hughes road from AB all the way to 94 is much too narrow, in horrid condition, and should be improved already. Adding more traffic from the new subdivisions will make this problem significantly worse.
- Further development should include planned growth in parks or greenspace access
- Give good ingress/egress to businesses from Hwy 160 while maintaining the good flow of traffic
- Goes too far north
- High density mixed use is too high. Commercial needs to be the focal point
- I am concerned about traffic if the intersection of jeb and berry ln is connected to a commercial development in the future. I am okay with the land along 160/new melville being zoned commercial as long as it doesn't connect into the neighborhood at jeb and berry.
- I believe Willard needs to improve on bigger businesses and improve street conditions throughout town. The improvement on Miller a couple of years ago was great, Willard needs to see more improvements like this. Business wise Willard needs bigger business opportunities such as a Walmart neighborhood market. I do not believe that Willard would gain anything from more small mom and pop shops that will last up to an year and then leave. If this is available to do I would talk to the city council from Republic, because they definitely got something right. I'm not saying that Willard needs to be like Republic, but they do have a good business plan for a town.
- i could not read the maps even with a magnifying glass
- I do NOT want a marijuana facility here.

- I feel like Willard is looking too much into housing, and not enough into supporting business growth in Willard. I would like to see Willard start to support more economic growth for businesses, especially sit down restaurants and retail stores.
- I was surprised to see the MU-2 district near AB and EE
- I would like to see just a bit more green space. You could easily add some in the yellow spaces.
- I would love more areas protected for wildlife, land not to be developed at all
- If we are going to keep building homes here in Willard, we need more grocery and restaurant options. Apple Market is overpriced and is not a one stop shop type of store. We need more restaurants to keep people here in Willard. The majority of residences, including my own, go to Springfield and Republic for everything because Willard lacks the basic need.
- I'm considering selling my house because the way willard is headed. Low income housing and lack of infrastructure makes me hesitant to stay in my own home town(i.e sewage/water)
- I'm still concerned for the lack of acreage available for commercial use. If we want to continue to grow and be comparable to other Springfield suburbs (Republic, for example) we would need additional square footage to allow for more larger businesses.
- It looks as if the proposed map is intending to make some established farm land residential single family land.
- It's hard to see but there could always be a few tweaks
- Leave all land alone, if it's empty do not develop on it
- Like to see Mom n pop sit down restaurant
- More Green Space
- More high end single residential homes. Less high density housing
- More people more problems. I wish we had never slapped up all these spec houses and apartments.
- Need "step-down" zoning between higher intensity uses and lower intensity uses. Minimize spot zoning.
- Need more green space.
- No government funded housing. Fewer duplexes, apartments, and low income housing.
- No more apartments or duplexes. Schools can not support this
- No more multi-family (apartments). Willard should stay family oriented for families to purchase there own homes.
- Not enough allowance for new business growth, need to invest in parks.
- Our community will not thrive or even survive until we can fix our infrastructure problems. Fixing our sewer issue should be first on the agenda
- Over development of suburban neighborhood/dense population
- Please consider providing safe passage to the trail system for those who live on the other side of 160. Please consider making Willard bike and walker friendly with side walks and bike lanes
- Price of land
- Questioning the large agricultural area south of town.
- Remove Giant Mulch Mounds behind Rec Center. This is a huge eye sore and waste of land that could be used to facilitate more sports other than baseball.
- Side walk from rec center to fire station or conjoined neighborhood to the north
- Sidewalks should be considered for all new developments.



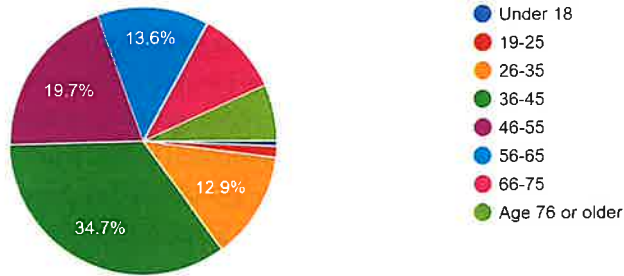
- Storm water runoff to the south of 160. Sewage processing with growth.
- The multi use area on the south side should remain single/agricultural
- Too many multi-family
- very little commercial space on the N side of 160
- Walmart neighborhood market, more entertainment & businesses
- Way too much area designated for Mixed use & higher density mixed use. we need more single family residences to create more tax revenue Apartments, etc. do not generate taxes but place a burden on residences of Willard by those individuals using the services but not paying for them thru property tax payment
- We are a family with small children. I would like to see Jackson Park developed and other parks added. I would specifically like to see an Aldi here. We live right off Jackson Street so if downtown gets developed, there needs to be consideration for the traffic at Z and Jackson. People already speed through the stop sign and we've had our mailbox ran over. I worry about traffic increasing in front of our house with small children. A way to slow traffic there would be appreciated.
- We need to develop new attitudes that are not consumer centered. it is unsustainable. More community (that is not religious) gathering will help and having more options that showcase doing instead of collecting more stuff. Relationships between economic levels will help both ends of the spectrum. you plan very little for MFR. Also, green space needs to be incorporated in EVERY use- if not for a park at least for an environmental buffer from heat. Food forests could bring people together and feed hungry people. We could also teach people about the connectivity of our little Willard in the larger natural picture-how this area is on the migratory path of many species of birds and monarch butterflies. By keeping greenspace everywhere we will serve ourselves, these species and keep the earth at large healthier. Growth does not have to be measured in \$VSD and population. We can measure growth in our positive impact upon the world and be an example of doing so for every developing small town. What you propose has already been done and is not unique. How about trying something different?
- While I live outside of city limits and development zones indicated, Willard is the school district we are in and most frequented municipal.
- Why is Jackson Street Park colored blue, for government/institutional use, instead of as green space?
- Yes. Infrastructure

### Q 9. What is your Age Range?

145 responded

	Total	Percentage
Under 18	1	1%
19-25	2	1%
26-35	19	13%
36-45	51	35%
46-55	29	29%
56-65	20	13%
66-75	15	10%
Age 76 or older	10	7%

What is your age  
147 responses

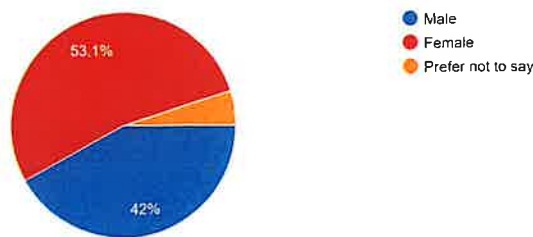


### Q. 10. What is your Gender?

143 responded

	Total	Percentage
Male	61	42%
Female	77	53%
Prefer not to say	7	5%

What is your gender?  
143 responses

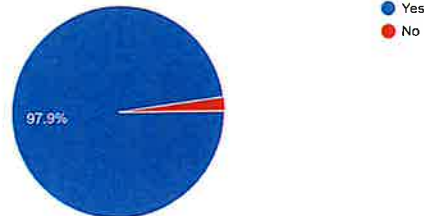


## Q 11. Do you identify as a member of the Willard Community?

141 responded

	Total	Percent
Yes	140	98%
No	3	2%

Do you identify as a member of the Willard Community?  
141 responses



## Q 12. Do you have any other comments or concerns you would like to leave for The City of Willard?

- 3 or 4 bedroom homes are a must
- Another helpful tip for the future development of Willard. A functioning intelligent government. Not the sideshow we have all seen.
- Because of the actions of my elected officials, willard has become an extension of North springfield, left behind by other bedroom communities like nixa and republic. low income housing has absolutely gutted our community and our city council gleefully approves more so they have more tax dollars to squander while our sewage and water system is near total ruin. I don't want a fucking micro brewery, I want clean drinking water
- Certainly has grown in population since we established a business here in 1990's which is good and shows commitment by councilmen to development of the town. With the new highway growth it should accelerate rapidly.
- Concerned about the schools and school system. I have multiple children going to school in Willard. Would like to see more business growth and support of the schools through sponsorship, etc.
- contact me if you would like ideas or if you'd like me to flesh out what I have suggested. Janine Clark-Barry 619 JFK DR Willard MO 65781 417-742-0464 janine.clark.barry@gmail.com
- Development will be the key to whether this city will die or flourish. Thank you for allowing input.
- Don't mess with a good thing!  
Don't over develop, keep natural spaces, use what's already available and make it better  
Eliminate the "good ole boy" government. DO NOT build anymore apartments, duplexes, low income housing. There's enough trash in this city. Keep the poors out.
- Fix the recycling center!!!

## Q 12. Do you have any other comments or concerns you would like to leave for The City of Willard (cont)?

- Fix the streets. Enforce the speed limit on the crazy dangerous drivers in residential areas
- Fix the trash service problem, increase recycling. Provide sit down restaurant options that are open on a Monday Night! Residential neighborhoods need road repairs. Don't build in flood plains! No more Dollar General stores.
- Flatten the roundabouts and make them pretty. Right now they serve only as a visual obstruction to the flow of traffic - a nuisance.
- I believe if Willard city council pulls together and works hard Willard will be a great place to live.
- I believe we have enough lower income / transitional type housing -- apartments, duplexes, etc.
- I do not believe more apartments is what the town needs. There have been attempts to have land owners sell for apartment building and that does not feel like the Willard culture we all love. It is concerning as a resident to hear of this happening
- I have lived around Willard for 50 years and graduated from and then worked at the school for 15 years. I currently work with other City Administrators / Mayors / City Council members / County Commissioners. The best thing you could do is listen to Steve Bodenhamer's advice. The online quarrels you have on social media are embarrassing and clearly show one reason why the City of Willard continues to have issues. I know this one comment won't change anything, but I hope those that lead the city will put away their pride and start looking at what is best for the whole, not a few. And, if you can't handle the personal criticisms, then you should not be in public office, right or wrong, it comes with the position.
- I really would not like to see motels, just beautify mainly what we have here. except add a Walmart
- I think adding improvement with infrastructure, especially when it comes to the sewage should be TOP priority
- I think its a little late to be sending out a questionnaire. Many opportunities have been missed over the years. I'm happy with out small businesses. I don't think the young people moving into the area are pleased with it.
- I would like to see a reduction in roadway parking on roads that are very narrow. Mostly older development roads. There is should never be a situation in which 2-way traffic should halt due to parked car
- If you want to be a bedroom city, be a bedroom city, but don't expect people to stay. That doesn't exist anymore, people want to go outside and play and have social media lives within the community they live in. If you aren't a social media worthy city, they'll leave.
- I'm glad there is a mix of men and women on the board of aldermen. Thank you!
- Improve the roads before adding anything new.
- Incorporate, if this is the right term, the Meadows Subdivision, as to allow us to use a "Willard, MO" address. We are Willard people and would like to see a change in this area, to avoid having to use a Springfield label.
- Increase law enforcement allocation funds
- It is vital for the tax paying citizens for big business to come into Willard for many reasons.
- Keep lot sizes larger. Dense housing and cookie cutter homes are an eyesore

- **Q 12. Do you have any other comments or concerns you would like to leave for The City of Willard (cont)?**

- Keep politics out of Willard
- Limit the amount of sub division development on our older farms in the area.
- More Sidewalks
- More small town additions like an Aldi's, Freddy's, local café
- My comment for this survey is, I would like Willard to increase in some things slightly but I do not want Willard to get as big as Springfield. In Willard I find it a much safer environment and enjoy having a small community. Yet I don't believe we should increase the size of Willard nor make it more of a popular place. I want people to see Willard as a safe community and environment unless like Springfield Missouri.
- My wife and I identify as neighbors of Willard. We are in unincorporated Greene County. As we are not residents, I do not feel qualified to influence the direction of the town and therefore, am only replying to this question. We like our current status and wish it to not change. IE: We do not wish to be absorbed into either Willard or Springfield. If one or the other becomes inevitable, we prefer to be a part of Willard.
- Need more green space if we want our population to grow, increase.
- New business will help current business. Sales tax revenue is badly needed.
- no
- No more storage facilities
- On the corner of Knight and Miller @ Dollar General the road on the right lane on Knight when turning right it needs to have pavement black topped southwest corner because just gravel does not last very long and creates a pot hole of sorts. Because it is a very sharp turn you have to make to get on Miller.
- One good anchor store
- One Walmart and Walgreens, and more small shops.
- Please continue to work on fixing the wrongs our past administrations have committed. Please focus on fixing our sewer issue so that we can draw in larger businesses that will aid in paying taxes into our city so that we might develop further. Please be more transparent in the issues facing our city. Please quit allowing large residential developments to be built when our streets are in disrepair and our sewage is costing us millions a year to be pumped out with no end in sight. Please focus on revamping our downtown, making it a draw for tourism and businesses. Highlight the Frisco Trail, as it is a draw around the midwest for bikers and runners that will come into our town and support our small businesses. Please look at amending city laws so that people right outside the city limits whose kids go to willard and pay taxes to the schools and support our businesses can vote in local elections that affect them.
- Please focus on infrastructure improvements to sustain commercial retail (tax growth) development.
- Problems in the city are not as serious as those on social media would have you believe. The stalemate with former mayor has been resolved. It's time to hire people and move on with city business.

● **Q 12. Do you have any other comments or concerns you would like to leave for The City of Willard (cont)?**

- Put some women in charged and get rid of old men that don't want changes in Willard. Look at republican, nixa, ozark then look at willard
- Reduce the amount of subdivision housing. Too many houses on .5 acre lots.
- Remove Giant Mulch Mounds behind Rec Center. This is a huge eye sore and waste of land that could be used to facilitate more sports other than baseball.
- Restore the economic development department. Future revenue is THE way to solve Willard's problems, and eliminating a dedicated economic development department is foolish.
- Sidewalks should be considered for all new developments.
- Some development is good, but people live here for the small town feel. Adding too many apartments would not be ideal. I would prefer single family homes or duplexes.
- Stop hiring elders from local area! There opinions are ruining this town-and growth
- Stop trying to grow Willard into something big like Springfield or Republic. Think about how miserable it is to go to Springfield or Republic and ask yourself why on earth would we want to do that to Willard?
- Thank you for asking for the community's opinion
- The town needs to grow in a steady manner and at a rate that public services can handle the growth.
- The trail system is one of the best features in Willard please consider making it accessible for the entire town. Please also consider businesses ruddy will give middle and high school aged kids something to do. Ie skatepark, arcade, etc
- There needs to be some type of ross or tjmax and walmart. I always have to go in Springfield and i hate driving so far. I would rather stay near my house in Springfield
- This city has already built on a flood zone or giving permission and Passing faulty inspection causing our neighborhood to flood majority, please respect us and our homes.
- We need bicycle or walking paths on high traffic roads. For example: AB, Hughes, etc.
- will zoning be changed - or will Willard be basically "residential" and special use permits required for anything different?
- Willard government is an embarrassment. Quit squabbling, quit trying to squeeze more out of the existing roads, sewers, etc.
- Willard needs a lot of help. I take ALL of my \$'s to Springfield. It's a shame that Willard could of progressed as much as Republic and has now been left in the dust. Moved to the Willard school district 16 years ago. Have been anything but impressed ever since. School and city.
- Willard needs to focus more on the bigger picture. The small town politics and bickering is creating an awful image for the town. Step up or step out. Get over trying to keep the small town feel and get a Walmart in along with a treatment plant. Sending your money to Springfield when you could be using that to pay for a plant is craziness. Additionally, the alderman and the mayor need to respect city staff and the hard work and dedication they put into their work. The citizens have noticed the blatant disrespect and unprofessionalism by the council as a whole.

- **Q 12. Do you have any other comments or concerns you would like to leave for The City of Willard (cont)?**

- Willard needs to start growing or it will become a dying community to Strafford and Republic. I am proud to be a resident of Willard, but it is time to make change to encourage and develop growth in Willard.
- Good luck filling those vacant positions



Agenda Item #7

## **Building Code Adoption**

- 1. 705.365 Inflow and Infiltration (I&I)  
Discussion/Vote**
- 2. 500.010-500.100 Building Codes. Discussion/Vote**
- 3. 400.510 Planned Development. Discussion**





Agenda Item #7-1

## Building Code Adoption

1. 705.365 Inflow and Infiltration (I&I)  
Discussion/Vote

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

#### **Section 705.360 Installation.**

- A. Backflow prevention devices required by these rules and regulations shall be installed at a location and in a manner approved by the Water Purveyor and shall be installed by and at the expense of the water consumer. In addition, any backflow prevention device required by this Article shall be installed at a location and in a manner approved.
- B. Backflow prevention devices installed on the service line to a consumer's water system shall be located on the consumer's side of the water meter, as close to the meter as is reasonably practical, and prior to any other connection.
- C. Pits or vaults shall be of watertight construction, be so located and constructed as to prevent flooding and shall be maintained free from standing water by means of either a sump pump or a suitable drain. Such sump pump or drain shall not connect to a sanitary sewer nor permit flooding of the pit or vault by reverse flow from its point of discharge. An access ladder and adequate natural or artificial lighting shall be provided to permit maintenance inspection and testing of the backflow prevention device.

#### **Section 705.365 Inflow & Infiltration**

**To prevent and reduce inflow and infiltration into the sanitary sewer from ground water per contract with federal, state & local regulations.**

The connection of roof drains, porch drains, driveway drains, parking lot drains, street drains, footing drains and surface or ground water sump pumps to the Public Sewer Collection System is strictly prohibited.

#### **Inspection & Prevention**

Under the direction of the Director, the public works department shall be authorized to monitor and inspect for compliance of roof drains, pumps, footing drains, foundation sump pumps and other equipment to prevent inflow & infiltration of ground water into the sanitary sewer. A rotational inspection program shall be used to inspect and document all sewer connections. This may require access to private property, two (2) Public Works employees shall notify the individual of their intent to inspect for compliance. The inspection shall be documented, and any violations corrected within the defined timeframe.

#### **Refused Access Per Section 710.560**

If an official who has a duty to perform under this Code and who has presented appropriate credentials has been refused access to private or public property, or any building, structure or land or any part thereof, and if such official has probable cause to believe that there may be a violation of this Chapter or that this Code authorizes the official to conduct an inspection and/or collect one (1) or more samples in order to verify compliance with this Chapter or any permit or order issued under this Chapter, or to protect the overall public health, safety and welfare of the community, then upon application by the City Attorney to the Municipal Court Judge and a showing of the above, the Municipal Court Judge of the City shall issue a suitably restricted administrative warrant authorizing an official of the City to search the specific location subject to the warrant and to collect samples as may be necessary to determine compliance with this Code. Any such warrant shall only be served at reasonable hours and only by the Director or his/her authorized representative in the company of a uniformed Police Officer of the City.

For ongoing violations, the Director or his/her authorized representative may serve upon the user a written notice of violation. Within the time specified in the notice, the user shall submit an explanation of the violation and a plan for the immediate and satisfactory correction and prevention thereof, including specific required actions, to the Director. Submission of this plan in no way relieves the user of liability for any violation occurring before or after receipt of the notice of violation.

**Failure to Comply**

Failure to comply with the notice of violation can be subject to sections **710.600 Prosecution of Violation & 710.610-Penalties** of municipal code.

Any amendment to this code shall be recorded in the annual sewer report and sent to the regional sewer administrator per Section 205 of our wastewater contract.

# **CITY OF WILLARD, MISSOURI**

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



Agenda Item #7-2

## **Building Code Adoption**

### **2. 500.010-500.100 Building Codes. Discussion/Vote**

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

## Article I International Building Code

### Section 500.010 **Adoption Of International Building Code. (IBC)** **[Ord. No. 170213A § 2, 2-27-2017]**

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Building Code/~~2012~~-2018, including Appendices A, C, D, E, F, G, H, I and J as published by the International Code Council, be and is hereby adopted as the Building Code of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.015** of this Chapter.

### Section 500.015 **Additions, Insertions And Changes.** **[Ord. No. 170213A § 2, 2-27-2017]**

- A. The International Building Code/~~2012~~ 2018 adopted by Section **500.010** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Building Code/~~2012~~, 2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
  1. Section 101.1 Insert: "The City of Willard."
  2. Fee "as adopted by City of Willard."
  3. Section 114.4 Violation Penalties. Is hereby amended to add an additional sentence to the end of the paragraph as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
  4. Section 114.3 is amended to add an additional sentence to the end of the paragraph as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
  5. Delete Section 1608.2 in its entirety and add in its place a new Section 1608.2 to read as follows: "1608.2 Ground Snow Load: The ground snow load for the City of Willard, Missouri, shall be a minimum of twenty (20) pounds per square foot."
  6. Section 1612.3 Insert: "City of Willard."
  7. Section 1612.3 Insert: "as adopted by the City of Willard."
  8. Section 423 is amended to include the following addition: Section 423.4.3 Group E Occupancy Campuses: Where a Group E Occupancy building having an aggregate occupant load of 50 or more is added to an existing Group E occupancy campus, a storm shelter complying with ICC 500 and capable of housing the total occupant load of all the Group E Occupancy buildings on campus shall be installed when the

additional building increases the floor area of the classrooms, vocational rooms, and offices of the campus by more than 25%.

## Article II International Residential Code

### Section 500.020 **Adoption Of International Residential Code.(IRC)** **[Ord. No. 170213A § 2, 2-27-2017]**

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Residential Code/~~2012~~-2018, including Appendices A, B, C, D, E, G, H, J, K, M, N and Q as published by the International Code Council, be and is hereby adopted as the Residential Code of the City of Willard for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of one- and two-family dwellings and town houses not more than three (3) stories in height in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.025** of this Chapter.

### Section 500.025 **Additions, Insertions And Changes.** **[Ord. No. 170213A § 2, 2-27-2017]**

- A. The International Residential Code/~~2012~~ - 2018 adopted by Section **500.020** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Residential Code/~~2012~~-2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
1. Section R101.1 Insert: "The City of Willard."
  2. Section R103 "Department of Building Safety." Delete in its entirety. Insert, in lieu thereof, the following: "Refer to Section 103 of the International Building Code."
  3. Section R113.4. Add a sentence to the end of the paragraph to read as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."
  4. Insert the following values in Table R301.2(1):

1 Ground	20
· snow load	
2 Wind speed	90-115
·	
3 Seismic	E
· design	
· category	

- 4 Damage from weathering Severe
- 5 Frost line depth 18 inches
- 6 Damage from decay Moderate/Heavy
- 7 Winter design temperature 9°
- 8 Flood hazard "as adopted by the City of Willard"

Insert the following values in Table R301.2(1):

Ground Snow Load	20 PSF
Wind Speed (mph)	115 MPH
Seismic Design Category	C
Weathering	Severe
Frost Line Depth	18 Inches
Termite	Moderate to Heavy
Decay	Slight to Moderate
Ice Shield Underlayment Required	Yes
Flood Hazard	As adopted by City of Willard
Air Freezing Index	659
Winter Design Temp	9°F
Air Freezing Index	1500 or less
Mean Annual Temp	56°F
Elevation	1237 feet
Latitude	37°N, 93°W
Winter Heating	11°F
Summer Cooling	92°F
Altitude Correction Factor	0.96
Indoor Design Temperature	70°F
Wind Velocity Heating	15 mph if site specific speed unknown
Wind Velocity Cooling	15 mph if site specific speed unknown
Coincident Wet Bulb	74°F
Daily Range	M

R501.3.5 Add the following exception: No protection required when there is no mechanical equipment located in a crawl space.

6. Chapter 11 of the 2012 International Residential Code shall be replaced by the 2006 International Residential Code Chapter 11.



~~7. Delete Section P2503.5.2 item 2 in its entirety.~~

~~8. Delete Section P2503.6.~~

~~9. Section E3902.2 Add the following exception: GFCI is not required if garage door opener receptacle is a single dedicated receptacle and not a duplex.~~

~~10. Delete entire Section E4002.14.~~

1. Storage areas accessible from the exterior of the residence shall meet the requirements for dwelling/garage opening/penetration protection. R302.5 in the 2018 IRC.
2. Delete Section R302.13 Fire Protection of floors, in its entirety.
3. Amend Section R313 'Automatic Fire Sprinkler Systems' by deleting sub-section R313 in its entirety and enacting a new subsection which said new subsection shall read as follows: R313 Automatic Fire Sprinkler Systems. A builder of five or more connected units shall comply with the design and installation requirements of the 2012 International Residential Code suppressant separation as provided in Section R317 of the 2006 IRC or Section P2904 of the 2012 IRC at the builder's or purchaser's cost and option.
4. Repeal Section R315, Carbon monoxide alarms, subsection R315.3, as follows, where required in existing dwellings, in its entirety, and provide a new subsection R315.3 as follows:
5. R315.3 alterations and addition. When alterations or additions requiring a permit occur, or when one or more sleeping rooms are added or created in existing dwellings, the individual dwelling unit shall be equipped with carbon monoxide alarms as required for new dwellings.

Exceptions:

- a. Work involving the exterior surfaces of dwellings such as the replacement of roofing or siding, or the addition or replacement of windows or doors, or the addition of a porch or deck, are exempt from the requirements of this section.
  - b. Installation, alteration, or repairs of plumbing or mechanical systems are exempt from the requirements of this section.
6. **R401.3.1 Foundation Elevation.** The foundation stem wall / slab elevation shall be a minimum of eighteen (18) inches above the street curb top of elevation.
  7. Repeal Section R403, Footings, subsection R403.1.3.1 in its entirety, and provide a new subsection R403.1.3.1, as follows:
    - a. R403.1.3.1 Footings with stem walls. Footings shall be provided with a minimum of two No. 4 bars equally placed approximately eight inches apart horizontally and between two and four inches above the bottom of the footing. If the footing is wider than 24 inches, a third No. 4 bar shall be added and all three shall be equally spaced across the width of the footing, beginning at least two inches from each outer edge.
    - b. Stem walls shall be provided with a minimum of two horizontal No. 4 bars, to be located approximately three (3) inches from the exterior surface of the wall and spaced approximately eighteen (18) inches apart vertically with the top and bottom bars within six (6) inches of the top and bottom of the stem wall. If the stem wall is taller than three feet, additional bars shall be added such that the spacing between the horizontal bars is not greater than eighteen (18) inches. Vertical No. 4 bars shall be used to adequately support the horizontal reinforcement



8. Repeal Section R504, Decks subsection 507.3.1 and 507.3.2 and provide new subsection 507.3.1 and 507.3.2 as follows:
  - a. Exterior footings shall be placed not less than 12 inches below the undisturbed ground surface.
  - b. 18" below finished grade.
  - c. 18" square or 18" round diameter
  - d. Post size shall be 6 x 6 and a maximum height shall be 14'0". :b56;
  - e. Exception: landings and decks less than 30" in height can use 4 x 4 post.
9. Repeal Section 802.11 Roof Tie-Down subsection
10. Section 802.11.1 in its entirety and provide a new subsection R802.11.1 as follows:
11. 802.11.1 Uplift resistance, by adding the following: All rafters and trusses spaced not more than 24 inches on center shall be attached to their supporting wall assemblies by mechanical fasteners.
12. **Chapter 11 Energy Efficiency.** Repeal the language and all related references to this Chapter in the code and provide new language as follows:
13. **Section N1101 Certificate.** A permanent certificate shall be posted completed by the building or registered design professional. The certificate shall list the predominant R-values of insulation installed in or on the ceiling/roof, walls, foundation (slab, basement wall, crawlspace wall and/or floor), and ducts outside conditioned spaces; U-factors for fenestration; and solar heat gain coefficient (SHGC) of fenestration. Where there is more than one (1) value for each component, the certificate shall list the value covering the largest area. The certificate shall list the type and efficiency of heating, cooling and service water heating equipment.
14. **Section N1102 Ducts.** Supply and return air ducts in attics shall be insulated to a minimum of R-8, and in other areas a minimum of R-6.
15. **Section N1103 Minimum Insulation And Fenestration Requirements By Component.** Unfinished areas and areas without heating or cooling shall be exempt from the requirements.

Fenestration U-Factor = 0.35 (skylights are excluded)

Skylight U-Factor = 0.55

Glazed Fenestration SHGC = 0.40  
(applies to all glazing)

Ceiling R-Value = R-38

Wood Frame wall R-value = R-13

Floors = N/A

Floor cantilevers = R-19

Basement wall when finished = R-13

Slab = N/A

Crawl Space = R-10

16. **M1411.3 Condensate Disposal.** Amend as follows: Condensate shall not discharge into a building drain or sewer line, street, alley, or other area where it would cause a nuisance.
17. **M1501.1 Outdoor Discharge.** Exception 2. Mechanical exhaust from bathroom exhaust fans may be permitted to exhaust through the soffit provided that the duct shall terminate at the soffit pane with an approved mechanical louver or vent and the adjoining soffit space, for a distance of four (4) feet on either side of the penetration, shall be solid non-vented material.
18. **G2412.1 Scope.** Amend as follows: This Section shall govern the design, installation, modification, and maintenance of piping systems. The applicability of this code to piping extends from the point of delivery to the connections with the appliances and includes the design, materials, components, fabrication, assembly, installation, testing, inspection, operation, and maintenance of such piping system. The utility company gas meter location shall be in accordance with the requirements of the utility company.
19. **G2414.5.3 Copper Or Copper-Alloy Tubing.** Repeal this Section in its entirety.
20. **G2417.4.1 Test Pressure.** Delete in its entirety and provide new language as follows: The test pressure of the piping system for 2-pound gas pressure shall be twenty (20) psi.
21. **G2417.4.2 Test Duration.** Amend as follows: The test duration shall be not less than fifteen (15) minutes.
22. **Chapter 25 – Plumbing**
  - a. Delete Section P2503.5.2 item 2 in its entirety.
  - b. Delete Section P2503.6
  - c. Residential Service Upgrades.
23. **P2603.6 Pipe Tracing.** All water service piping and building sewer piping shall be installed with a tracer wire attached to the pipe from the point of connection to the water meter or sewer lateral to the point of entrance of the building.
24. **P2905 Heated Water Distribution Systems.** Delete this Section in its entirety.
25. **P3303.1.5 Sump Pump Requirement Discharge.** Add the new Section as follows: A crawl space sump pump shall be installed unless an exception is granted by the Code Official. The sump pump shall not discharge into a building drain or sewer line.
26. **Chapter 39 – Electrical**
27. All structures used for residential purposes, requiring a service upgrade or modification, shall mandate the following electrical system improvements:
28. GFI receptacles in the kitchen(s) and bathroom(s) shall be installed if outlets are in existence at the time of the service upgrade.
29. Approved hard-wired, dual powered, interconnected smoke detectors shall be installed and located as per the adopted building code.
30. The kitchen shall be provided with a minimum of two (2) 20 amp GFCI Circuits
31. All apparent hazards shall be corrected.
32. If a fire occurs, or other similar incident that damages any part of the electrical system within a residential structure, in addition to all damaged systems being repaired, it is mandated that all apparent hazards within the structure be corrected. Hard-wired, dual-powered, interconnected smoke detectors shall be installed and located as per the adopted building codes. If the service portion of the

- electrical system is damaged or upgraded as a result of a fire or other incident, it shall require that all items listed in paragraph E (1) of this section shall be provided.
33. A total partial upgrade of the electrical system may be required, if in the opinion of the Code Official, or his designee, the condition of the existing electrical system constitutes a potential threat to the safety and welfare of current or future occupants.
  34. Amend Section E3902, Ground-fault and arc-fault circuit-interrupter protection, subsection E3902.2, Garage and accessory building receptacles, as follows:
  35. E3902.2 Garage and accessory building receptacles. All 125-bolt, single phase, 15-or20- amp receptacles installed in garages and grade-level portions of unfinished accessory buildings used for storage or work areas shall have ground fault circuit-interrupter protection for personnel.
  36. Exception: The receptacle adjacent to and used solely for the purpose of providing power for the garage door opener does not have be GFCI protected.
  37. Amend Section E3902, Ground-fault and arc fault circuit-interrupter protection, as follows:
  38. E3902.12 Arc-fault circuit-interrupter protection. All branch circuits that supply 120+volt, single-phase, 15-and 20-ampere bedroom circuits
  39. Repeal Section E4002, Receptacles, subsection E4002.14, Tamper-resistant receptacles, in its entirety.
40. **Sec. 36-1303. Adoption Of Appendices.** Only the following appendices, listed among others in the 2018 International Residential Code, are adopted.

**Appendix A.** Sizing and Capacities of Gas Piping

**Appendix B.** Sizing of Venting Systems Serving Appliances Equipped with Draft Hoods, Category-I Appliances, and Appliances Listed for use with Type B Vents

**Appendix C.** Exit Terminals of Mechanical Draft and Direct-Vent Venting Systems

**Appendix D.** Recommended Procedure for Safety Inspection of an Existing Appliance Installation

**Appendix E.** Manufactured Housing used as Dwellings.

**Appendix G.** Piping Standards for Various Applications

**Appendix I.** Private Sewage Disposal

**Appendix J.** Existing Building and Structures

**Appendix P.** Sizing of Water Piping System



## Article III Electrical Code

### Section 500.030 **Adoption Of The National Electric Code.(NEC)** **[Ord. No. 170213A § 2, 2-27-2017]**

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the National Electric Code (NEC)/~~2011~~-2017, be and is hereby adopted and known as the Electric Code of the City of Willard. For the purpose of establishing rules and regulations for the design, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of electrical systems in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.035** of this Chapter.

### Section 500.035 **Additions, Insertions And Changes.** **[Ord. No. 170213A § 2, 2-27-2017]**

- A. The National Electric Code (NEC)/2017 adopted by Section **500.030** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the National Electric Code (NEC)/2017, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
1. ~~Add to Section 90.9, Scope and Administration "See Section 500.010 of the Code of Ordinances of the City of Willard reference to Chapter 1 International Building Code."~~
  2. ~~Delete Subsection 230.70(A)(1) in its entirety and insert, in lieu thereof, the following: "230.70(A)(1) The new service disconnecting means shall be installed at a readily accessible location outside of the building at or near the electrical provider's equipment meter base."~~
  3. ~~Delete Article 406 Section 406.12.~~
  4. ~~Delete Article 406 Section 406.13.~~

It shall be unlawful for any person to install, or permit the installation of, any electrical wiring, equipment, or apparatus within the corporate limits of the City of Willard, unless the same shall be installed to conform with the standards and provisions of the 2017 NEC, the latest approved edition of the Electrical Service Standards of City Utilities of Springfield, and all other applicable City codes and ordinances. In the event of a conflict between these documents the most stringent or restrictive shall govern. or an administrative interpretation may be made by the Director of Building Development Services to resolve such conflicts.

#### ***210.8 Ground-Fault Circuit-Interrupter Protection for Personnel***

***Dwelling Units.*** All 125-volt, single-phase, 15- or 20-ampere receptacles installed in locations specified in 210.8(A)(1) through (10) shall have ground-fault circuit-interrupter protection for personnel.

1. Garages and accessory buildings that have a floor located at or below grade level and are: not intended as habitable rooms; and, limited to storage areas, work areas, and areas of similar use
  - a. Exception to (2): A single receptacle installed solely for electrical supply of a garage door opener.

### **210.12 Arc-Fault Circuit-Interrupter Protection**

**Dwelling Units.** All 120-volt, single phase, 15- and 20-ampere branch circuits supplying outlets or devices installed in dwelling unit bedrooms, shall be protected by any of the means described in 210.12(A)(1) through (6).

### **210.52 Dwelling Unit Receptacle Outlets.**

#### **Basements, Garages, and Accessory Buildings.**

**Basements.** In each separate, unfinished portion of a basement, framed, interior walls for separate rooms constitute finished areas and, therefore, must have branch circuits as required by Article 210, and any required smoke detectors. All wiring must be protected from physical damage by the wall framing or the wall must be covered with sheetrock applied to at least one side of the wall.

### **230.11. Residential service upgrades and repairs.**

In all structures used for residential purposes, a service upgrade or modification must include:

1. GFI receptacles in kitchen(s) and bathroom(s) if outlets are in existence at the time of the service upgrade.
2. Approved hard-wired, dual-powered, interconnected smoke alarms installed and located per the adopted building code;
3. A minimum of two (2) 20 amp grounded small appliance branch circuits in kitchens.
4. Carbon monoxide detectors installed according to R315.1 where the structure has an attached garage or fuel-fired appliances; and,
5. Corrections to all apparent hazards.

**Damage repair.** If a fire or other similar incident damages any part of the electrical system within a residential structure, the system, in addition to all damaged systems, must be completely repaired and:

1. All apparent hazards within the structure must be corrected.
2. Hard-wired, dual-powered, interconnected smoke detectors and carbon-monoxide detectors must be installed and located per the adopted building codes.
3. A total or partial upgrade of the electrical system may be required if, in the opinion of an electrical expert in the Department of Building Development Services, the condition of the existing electrical system constitutes a potential threat to the safety and welfare of current or future occupants.

### **230.70 General.**

#### **Location.**

**Readily Accessible Location.** The service disconnecting means shall be installed at a readily accessible location either outside of a building or structure or inside nearest the point of entrance to the service conductors. The maximum length of conduit between the meter back and service disconnect shall not exceed 36 inches, unless otherwise authorized by the Department of Building Development Services.

### **230.72 Grouping of Disconnects.**

**General.** The two to six disconnects as permitted in 230.71 shall be grouped. The term "grouped" as used in this sub-article is defined as being within two feet of each other, on the same wall, with no intervening obstructions exceeding eight inches in depth from the wall surface, unless otherwise authorized by the Department of Building Development Services prior to installation. Each disconnect shall be marked to indicate the load served.

Article IV  
**International Plumbing Code**

**Section 500.040 Adoption Of International Plumbing Code.(IPC)**  
**[Ord. No. 170213A § 2, 2-27-2017]**

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Plumbing Code/~~2012~~ -2018, including Appendices E and F, as published by the International Code Council, be and is hereby adopted as the Plumbing Code of the City of Willard for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of plumbing systems in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.045** of this Chapter.

**Section 500.045 Adoptions, Insertions and Changes.**  
**[Ord. No. 170213A § 2, 2-27-2017]**

The International Plumbing Code/~~2012~~ – 2018 adopted by Section **500.040** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Plumbing Code/~~2012~~, 2018, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

Section 101.1 Insert: "City of Willard."

Delete Sections 103.1, 103.2 and 103.3 in their entirety and insert, in lieu thereof, the following statement: "See Chapter 1 of the International Building Code/~~2012~~, 2018"

106.6.3 "Fee Refunds" Delete the text in its entirety and insert the following statement: "See 109.6 of the International Building Code/~~2012~~, 2018."

Delete the text of Section 108.4 in its entirety and add a statement, in lieu thereof, which shall read: "See Section **500.150** of the Code of Ordinances of the City of Willard."

108.5 by deleting the last sentence of that Section and adding, in lieu thereof, the following: "Any person who shall continue any work on the system having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section **500.150** of the Code of Ordinances of the City of Willard."

**305.4.1 Sewer depth.** Building sewers that connect to private-sewage-disposal systems shall be installed a minimum of 18 inches below finished grade at the point of septic-tank connection. Building sewers shall be installed not less than 12 inches below grade.

**312.1 Required tests.** The permit holder shall make the applicable tests prescribed in Sections 312.2 through 312.10 to determine compliance with the provisions of this code. The permit holder shall give reasonable advance notice to the code official when the plumbing work is ready for tests. The code official, or the code



official's duly authorized representative, may witness or require verification of these tests. The equipment, material, power, and labor necessary for the inspection and test shall be furnished by the permit holder and he or she shall be responsible for determining that the work will withstand the test pressure prescribed in the following tests. Plumbing-system piping shall be tested with either water or, for piping systems other than plastic, by air. After the plumbing fixtures have been set and their traps filled with water, the entire drainage system shall be submitted to final tests. The code official shall require the removal of any cleanouts, if necessary, to ascertain whether the pressure has reached all parts of the system.

Delete "Exceptions: 2 of Subsection 403.2, Separate facilities," in its entirety, and add the following: "2. Separate facilities shall not be required in structures or tenant spaces with a total occupant load, including both employees and customers, of forty-nine (49) or less and which do not serve food or beverages to be consumed within the structure or tenant space."

*403.2 Separate facilities.* Where plumbing fixtures are required, separate facilities shall be provided for each sex.

Exceptions:

1. Except for mercantile uses, occupancies which do not serve food or beverages to be consumed within the structure or tenant space, do not require separate facilities when the total occupant load, including both employees and customers, does not exceed 49.

~~In addition, add the following: "4. Separate facilities shall not be required in structures or tenant spaces that serve food or beverages to be consumed within the structure or tenant space with a total occupant load, including both employees and customers, of fifteen (15) or less."~~

In Section 410.3 Substitution, add the following: "Exception: In all use groups except Use Group A, where the occupant load is less than forty-nine (49), a two- or five-gallon water dispenser or water cooler may be substituted for the required drinking fountain."

*Section 504.7 Required pan.*

Exceptions:

1. A pan will not be required if the floor is concrete and a floor drain is adjacent to the device or the floor is a slab-on-grade, concrete floor.
2. A pan will not be required on a water heater changeout if the pre-existing conditions did not contain a pan.

**604.8 Water pressure-reducing valve or regulator.** An approved water-pressure-reducing valve conforming to ASSE 1003 with strainer shall be installed to reduce the pressure in the building water distribution piping to 80 psi (552 kPa) static or less.

*606.3 Access to valves.* Ready access shall be provided to all required full-open valves and shutoff valves.

*608.1 General.* A potable water supply system shall be designed, installed, and maintained in such a manner so as to prevent contamination from non-potable liquids, solids or gases being introduced into the potable and public water supply through cross connections or any other piping connections to the system. Backflow preventer applications shall conform to Table 608.1, except as specifically stated in Sections 608.2 through 608.17.10, and Missouri Department of Natural Resources regulations for backflow prevention in effect at the time of installation; where requirements differ the requirement that provides the highest level of protection shall govern. Installation of a backflow preventer is required as a condition for new systems not governed by the residential code and for permitted modifications to an existing system not governed by the residential code where more than four drainage fixture units, as defined in Table 709.1, are installed; the drainage fixture unit valve for a pot sink or three compartment sinks shall be defined as three fixture units. This backflow preventer shall be installed as close as possible to the point where the potable water service enters the building or as approved by the water purveyor. No branch lines or taps will be allowed between the



water meter and the backflow preventer. Backflow preventers shall be tested and tagged prior to final plumbing inspection.

*608.17.4.2 Location.* All required automatic fire sprinkler and standpipe system backflow preventers shall be located in accordance with the requirements of the water purveyor. Location of backflow preventers shall be such that ready access for service and testing is achieved.

*608.18 Protection of individual water supplies.* An individual water supply shall be located and constructed so as to be safeguarded against contamination in accordance with standards established by the Springfield-Greene County Health Department, the water purveyor, and/or the Missouri Department of Natural Resources, for all site requirements related to protection of individual, water-supply systems. The more restrictive provisions specified for health, safety, and welfare shall apply whenever a conflict exists.

*802.1.7 Food utensils, dishes, pots-and-pans sinks.* Sinks, in other than dwelling units, used for the washing, rinsing, or sanitizing of utensils, dishes, pots, or pans; or, service ware, used in the preparation, serving, or eating of food, shall discharge indirectly through an air gap or an air break to the drainage system. The drainage system includes the grease interceptor.

*903.1 Roof extension.* Open vent pipes that extend through a roof shall be terminated not less than 12 inches above the roof. Where a roof is to be used for assembly or as a promenade, observation deck, sunbathing deck, or similar purposes, open vent pipes shall terminate not less than 7 feet (2134 mm) above the roof.

*918.3 Where permitted.* Individual, branch, and circuit vents shall be permitted to terminate with a connection to an individual or branch-type-air-admittance valve in accordance with Section 918.3.1 only with approval from the code official or the code official's duly authorized representative, prior to design or installation. Stack vents and vent stacks shall be permitted to terminate to stack-type-air-admittance valves in accordance with Section 918.3.2 only with approval from the code official or the code official's duly authorized representative prior to design or installation. The use of air-admittance valves shall be permitted only in the remodel of existing buildings and shall not be permitted in new structures and building additions, except for island fixtures, unless otherwise approved by the code official or the code official's duly authorized representative, prior to design or installation. Requests for approval shall be submitted separately in writing.

*1003.3 Grease interceptors.* Grease interceptors shall comply with the requirements of Sections 1003.3.1 through 1003.3.8 and the requirements and guidelines of the City of Springfield Fats, Oils, and Grease ("FOG") Management Plan, based on the anticipated conditions of use, and shall be subject to the approval of Clean Water Services.

*1003.3.1 Grease interceptors and automatic grease removal devices required.* A grease interceptor or an automatic, grease-removal device shall be required to receive the drainage from fixtures and equipment with grease-laden waste located in food preparation areas, such as in restaurants, hotel kitchens, hospitals, school kitchens, bars, factory cafeterias, daycare centers, and clubs. Fixtures and equipment shall include: mop sinks; kitchen floor drains and sinks; culinary sinks; hand sinks; pot sinks; prerinse sinks; soup kettles or similar devices; wok stations; floor drains or sinks into which kettles are drained; automatic hood wash units and dishwashers without prerinse sinks. Grease interceptors and automatic grease removal devices shall receive waste only from fixtures and equipment that allow fats, oils, or grease to be discharged. Where the lack of space or other constraints prevent the installation or replacement of a grease interceptor, one or more grease interceptors shall be permitted to be installed on or above the floor and upstream of an existing grease interceptor.

*1003.3.2 Food waste disposers restriction.* A food-waste disposer shall discharge to a grease interceptor through a solids separator.

*1003.3.3 Additives to grease interceptors.* Dispensing systems that dispense interceptor performance additives to a grease interceptor shall not be installed. Systems that discharge emulsifiers, chemicals or enzymes to grease interceptors are prohibited.

*1003.3.7 Gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems.* The required capacity of gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be determined by multiplying the peak drain flow into the interceptor in



gallons per minute by a retention time of 30 minutes. Gravity grease interceptors shall be designed and tested in accordance with IAPMO/ANSI Z1001. Gravity grease interceptors with fats, oils, and greases disposal systems shall be designed and tested in accordance with ASME A112.14.6 and IAPMO/ANSI Z1001. Gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be installed in accordance with manufacturer's instructions. Where manufacturer's instructions are not provided, gravity grease interceptors and gravity grease interceptors with fats, oils, and greases disposal systems shall be installed in compliance with ASME A112.14.6 and IAPMO/ANSI Z1001. Concrete grease interceptors are prohibited.

*1003.11 Sampling manhole.* A sampling manhole shall be installed for all required interceptors in accordance with City of Willard Public Works standard details to monitor the entire building, or to monitor individual tenant space as determined by Clean Water Services.

Section 903.1 Insert: "12".

## Article V International Mechanical Code

### Section 500.050 **Adoption Of International Mechanical Code. (IMC)** [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Mechanical Code/~~2012~~-2018, including Appendix A, as published by the International Code Council, be and is hereby adopted as the Mechanical Code of the City of Willard for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of mechanical systems in the City of Willard; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.055** of this Chapter.

### Section 500.055 **Additions, Insertions And Changes.** [Ord. No. 170213A § 2, 2-27-2017]

The International Mechanical Code/~~2012~~ 2018 adopted by Section **500.050** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Mechanical Code/~~2012~~,2018 or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

Section 101.1 Insert: "City of Willard."

Delete Sections 103.1, 103.2 and 103.3 in their entirety and insert, in lieu thereof, the following statement: "See Chapter 1 of the International Building Code/~~2012~~.2018

Section 106.5.3. Delete the text and add the sentence to read as follows: "See Section 109.6 of the International Building Code."

Delete the text of Section 108.4 in its entirety and add a new sentence which shall read as follows: "The penalties are set forth in Section **500.150** of the Code of Ordinances of the City of Willard."

Amend Section 108.5 by deleting the last sentence of that Section and adding, in lieu thereof, the following: "Any person who shall continue any work on the system having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable for a fine as prescribed in Section **500.150** of the Code of Ordinances of the City of Willard."

*307.2.1 Condensate disposal.* Condensate from all cooling coils and evaporators shall be conveyed from the drain-pan outlet to an approved place of disposal. Such piping shall maintain a minimum horizontal slope in the direction of discharge of not less than one-eighth unit vertical in 12 units horizontal (1 percent slope). Condensate shall not discharge into a street, alley, crawl space, or other areas to cause a nuisance.

*502.14 Motor vehicle operation.*

Exception: 4. If it can be shown, subject to the approval of the code official having jurisdiction, that the area of motor vehicle operation in an existing building was previously used as a motor vehicle operation area, a properly listed and labeled exhaust hose not greater than eight (8) feet in length may be used, provided it is connected to the vehicle while in operation and securely attached to a permanent opening through the exterior surface of the building.

*506.3.2.5 Grease duct test.* Prior to the use or concealment of any portion of a grease-duct system, a leakage test shall be performed. Ducts shall be considered to be concealed where installed in shafts or covered by coating or wraps that prevent the ductwork from being visually inspected on all sides. The permit holder shall be responsible to provide the necessary equipment and perform the grease-duct-leakage test. The grease duct shall be tested by drawing a vacuum on or pressurizing the installed, in place, grease duct to a minimum of 4 inches water column (995 pa, 0.144 psi). The test shall be witnessed by the code official or the code official's duly authorized agent. The grease duct will pass inspection if the pressure or vacuum applied holds for 15 minutes with zero leakage. Measurement shall be made with a digital manometer or pressure gauge with an accuracy of 0.5 percent. The measurement device shall be connected to the test cover of the hood and duct connection and shall be readily accessible for reading.

*509.2 Domestic Uses.* Cooking appliances required by section 505.6 to have a domestic, cooking-exhaust system shall be provided with a UL 300 A listed fire suppression system.

## Article VI International Fuel Gas Code

### Section 500.060 **Adoption Of International Fuel Gas Code. (IFGC)** [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Fuel Gas Code/~~2012~~-2018 including Appendices A, B, C and D, as published by the International Code Council, be and is hereby adopted as the Fuel Gas Code of the City of Willard for the control of building and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.065** of this Chapter.

### Section 500.065 **Additions, Insertions And Changes.** [Ord. No. 170213A § 2, 2-27-2017]

- A. The International Fuel Gas Code/~~2012~~ - 2018 adopted by Section **500.060** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Fuel Gas Code/2012, or where there



is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

1. Section 101.1 Insert: "City of Willard."
2. ~~Delete Section 103 in its entirety.~~ ~~-(Department of inspection)~~
3. ~~Delete Section 106.6.1. (if work begins without a permit)~~
4. ~~Delete Section 106.6.3.(Fee Refunds)~~
5. Section 108.4, delete the text of this Section in its entirety and add one (1) new sentence to read as follows: "See Section **500.150** of the Code of Ordinances of the City of Willard."
6. Section 108.5, delete the text of this Section in its entirety and add one (1) new sentence to read as follows: "See Section **500.150** of the Code of Ordinances of the City of Willard."

## Article VII International Fire Code

### Section 500.070 **Adoption Of International Fire Code.(IFC)** **[Ord. No. 170213A § 2, 2-27-2017]**

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Fire Code/~~2012~~, **2018**, including Appendices B, C, D, E, F and G, as published by the International Code Council, be and is hereby adopted as the Fire Code of the City of Willard for the control of buildings, structures and premises as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.075** of this Chapter.

### Section 500.075 **Additions, Insertions And Changes.** **[Ord. No. 170213A § 2, 2-27-2017]**

- A. The International Fire Code/~~2012~~, **2018** adopted by Section **500.070** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Fire Code/~~2012~~, **2018**, or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.
1. Section 101.1 Insert: "City of Willard."
  2. Delete in its entirety Sections 103.2 and 103.3. Renumber Sections 103.4 and 103.4.1 to 103.2 and 103.2.1, respectively.
  3. Delete Section 109.4 in its entirety and add, in lieu thereof, the following: "Section 109.4 Violation Penalties. Persons who shall be found guilty of violating a provision of this code or failing to comply with any of the requirements thereof or who erect, install, alter or repair any structure in violation of the approved construction documents or directive of the Code Official, or of a permit or certificate issued under the provisions of this code, shall be punished as set forth in Section **500.150** of the Code of Ordinances of the City of Willard."

4. Section 111.4 "Failure to Comply" Delete the text in its entirety and add, in lieu thereof, the following: "Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be punished in accordance with Section **500.150** of the Code of Ordinances of the City of Willard."
5. Section 505.1 Add four (4) new sentences to the end of the paragraph which shall read as follows: "Address number size shall be increased by a minimum of two (2) inches for each fifty (50) feet the building is set back from the street, highway or road. If the building is not visible from the street, highway or road, the address shall be posted at the intersection of the driveway and the main road by separate signage. If separate signage is used, numbers shall be installed so there is not less than three (3) feet nor more than five (5) feet from ground level to the numbers. If the property has a rear access drive or road, the address shall be posted on the rear of the building or at the roadway."
6. **506.1.1 Locks.** Amended to read as follows: An approved lock shall be installed on gates or similar barriers and a Knox Box will be required.
7. **912.4.1 Locking Fire Department Connection Caps.** Delete in its entirety and insert as follows. All water based fire protection systems shall be provided with locking caps approved by the Fire Department on the Fire Department connection.
8. **5704.2.9.6.1 Locations Where Above Ground Tanks Are Prohibited.** Insert: as determined by the Fire Official.
9. **5706.2.4.4 Locations Where Above Ground Tanks Are Prohibited.** Insert: as determined by the Fire Official.
10. **Appendix B.** Fire Flow Requirements For Buildings.
11. **Appendix C.** Fire Hydrant Locations And Distribution.
12. **Appendix D.** Fire Apparatus Access Roads.
13. **Appendix E.** Hazard Categories.
14. **Appendix F.** Hazard Ranking.

#### Section 500.080 Adoption of the International Energy Conservation Code (IECC)

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Energy Conservation Code, as published by the International Code Council, be and is hereby adopted as the Energy Conservation Code of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.095** of this Chapter.

## Article VIII Existing Buildings Code

### Section 500.090 **Adoption Of The International Existing Buildings Code.(IEBC)** [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Existing Buildings Code/~~2012~~, 2018 including Appendices A and B, as published by the International Code Council, be and is hereby adopted as the Existing Buildings Code/~~2012~~ 2018 of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.095** of this Chapter.

### Section 500.095 **Additions, Insertions And Changes.** [Ord. No. 170213A § 2, 2-27-2017]

A. The International Existing Buildings Code/~~2012~~ 2018 adopted by Section **500.090** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Existing Buildings Code/~~2012~~, 2018 or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

1. Section 101.1 Insert: "City of Willard."
2. Section 1301.2 Insert: "as adopted by the City of Willard."
3. **108.2 Schedule Of Permit Fees.** Insert: Section 500.110.
4. **707.1 Minimum Requirements.** 2012 International Energy Code.
5. **810.1 Minimum Requirements.** 2012 International Energy Code.
6. **907.1 Minimum Requirements.** 2012 International Energy Code.

## Article IX International Property Maintenance Code

### Section 500.100 **Adoption Of International Property Maintenance Code.(IPMC)** [Ord. No. 170213A § 2, 2-27-2017]

A certain document, one (1) copy of which is on file and open for public inspection in the office of the City Clerk of the City of Willard, Missouri, being marked and designated as the International Property Maintenance Code/~~2012~~, 2018 as published by the International Code Council, be and is hereby adopted as the Property Maintenance Code of the City of Willard for the control of buildings and structures as herein provided; and each and all of the regulations, provisions, penalties, conditions and terms of said code are hereby referred to, adopted and made a part hereof, as if fully set out in this Chapter, with the additions, insertions, deletions and changes, if any, prescribed in Section **500.105** of this Chapter.



**Section 500.105 Additions, Insertions And Changes.**  
**[Ord. No. 170213A § 2, 2-27-2017]**

A. The International Property Maintenance Code-~~2012~~ 2018 adopted by Section **500.100** is hereby amended by substituting the following Sections or portions of Sections for those Sections or portions of Sections with corresponding numbers of the International Property Maintenance Code/~~2012~~, 2018 or where there is no corresponding Section in the code, the following Sections shall be enacted as additions to the code.

1. Section 101.1 Insert: "The City of Willard."
2. Section 106.4 "Violation Penalties" Add a new last sentence which shall read as follows: "See Section **500.150** of the Code of Ordinances of the City of Willard."
3. **Section 202 Definitions**
4. **VACANT STRUCTURE.** A structure not continuously and lawfully occupied by any person or persons.
5. **301.3 Vacant structures and land.** All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure, and sanitary condition as provided herein so as not to cause or contribute to, area blight or adversely affect the public health or safety.
6. **Section 301.4 Discharge of solids, liquids, or gases.** No solid, liquid, or gas may be discharged onto or from property in a manner that creates a nuisance on the property of origin or adjacent public or private property.
7. Subsections 302.4 Weeds and 302.8 Motor Vehicles are deleted in their entirety.
8. Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors, and skylights, shall be maintained weather resistant and watertight. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Surfaces designed for stabilization by oxidation are exempt from this requirement.
9. **Section 303.14** Insert: "March 15th" and "September 15th."

**Section 304.2.1 Exterior finish.**

10. All exterior finishes, including cladding and siding, must be well maintained. There shall be no exposed substrate, building wrap, or insulation.
11. **Section 304.3** Premises identification is deleted in its entirety.
12. **Section 304.14** Insect screens. During the period from April 1 to November 1, each year, every door, window, and other outside opening required for ventilation of habitable rooms, food preparation, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved, tightly-fitting screens of minimum 16 mesh per inch (16 mesh per 25mm), and every screen door for insect control shall have a self-closing device in good working condition.

**Section 305 Interior Structure**

13. **305.3 Interior surfaces.** Interior surfaces, including Windows and doors, shall be maintained in a functional, clean, and sanitary condition. Peeling, chipping, flaking or abraded paint shall be repaired, removed or covered. Cracked or loose plaster, decayed wood, and other defective surface conditions shall be corrected.

**Section 306 Component Serviceability**

14. **306.1.2** Use of Cellar or Basement as Habitable Room.

15. 1. No cellar or basement space shall be used as a habitable room and no basement space may be used as a dwelling unit unless:
16. 1.1 The floor and walls are impervious to leakage of underground and surface runoff water and are fully insulated against moisture intrusion and dampness.
17. 1.2 The total window area in each room is equal to at least the minimum window area size as required in Section 402.
18. 1.3 Such required minimum window area is located entirely above the grade of the ground adjoining such window area; and
19. 1.4 The total operable-window area in each room is equal to at least the minimum as required under Section 403, except where there is supplied some other device affording adequate ventilation, which is approved by the director of the Department of Building Development Services in writing.
20. 2. Notwithstanding the provisions of this section, any basement or cellar space may be used for living, eating, cooking, or sleeping if, for each such use, there are other facilities complying with this article available within the same dwelling for the occupants thereof. The intent of this subsection is to allow any basement or cellar space to be used as a habitable room if it is supplemental to, or in addition to, a dwelling unit or habitable room complying with this article.
21. Section 308.2.1 Rubbish storage facilities. The owner of every occupied premises shall supply approved covered containers for rubbish and the owner of the premises shall be responsible for the removal of rubbish and garbage. Rubbish and garbage shall be removed from the premises at least every fourteen days.

#### **Section 602 Heating Facilities**

22. Section 602.3 Heat supply. Every owner and operator of any building who rents, leases, or lets one or more dwelling units or sleeping units on terms, either expressed or implied, shall furnish a heat source permitted by City Code to the occupants thereof during the period from September 15<sup>th</sup> to March 15<sup>th</sup> each year capable of maintaining a minimum temperature of 68 degrees F (20°C) in all habitable rooms, bathrooms, and toilet rooms.
- ~~23. Section 602.3 Insert: "September 15th" and "March 15th."~~
24. Section 602.4 Insert: "September 15th" and "March 15th."
25. Section 606.1 "General" Add a new sentence to the end of the paragraph which shall read as follows: "All elevators shall be inspected and approved by the State Fire Marshal's Elevator Inspectors on an annual basis."

# **CITY OF WILLARD, MISSOURI**

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



Agenda Item #7-3

## **Building Code Adoption**

### **3. 400.510 Planned Development. Discussion**



The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.

**Section 400.510 "PUD-R" Planned Development District. Single Family  
[Ord. No. 020227 §1(5.12), 2-27-2002; Ord. No. 070108C §1, 1-8-2007]**

*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.

- A. *Purpose.* The intent of the Planned Unit Development Residential ("PUD-R") 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 "PUD-R" districts. Suitability of such tracts for the "PUD-R" 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 overcrowding of land, to avoid undue concentration of population, to preserve features of historical significance, to facilitate the adequate provision of transportation, water, sewerage, schools, and 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.~~ Residential (PUD-R) Zones have been established to encourage creative and efficient planning and development of land within our community by providing greater flexibility in the placement of buildings and structures on the land, the consolidation and preservation of community-valued view corridors, open spaces and trails, and the clustering of residential units. Proposed developments should be designed to maximize the integration of improvements into the natural and proposed landscape, thereby minimizing the visual impact on both view corridors/viewsheds as well as from property to property within the community. These PUD provisions are intended to create more attractive and desirable environments within the residential areas of the City.
- B. **REZONE APPROVAL PROCESS:**

**Application For Zone Change:** Any person desiring to develop property under the provisions of this article shall first file an application for a zone change on the standard form provided by the City.

**Sketch Plan:** The zone change application shall include a Sketch plan, and supporting text materials which describe the proposed land uses, density and the proposal's relationship to the City general plan, as well as elevations of proposed buildings within the development. Though the City strongly encourages Sketch Plans to be approved at the time of zoning approval, the applicant may request to defer the conceptual plan design approval to a later date. Deferred conceptual plans will have a time limitation of eighteen (18) months. Approval process for deferred conceptual plans will be required to follow subsections 1 2 and 3 of this section.

1. **Public Hearing By Planning Commission, With Review And Recommendation:** The Planning Commission will schedule a public hearing to consider the proposed zone change and shall review the conceptual plan, supporting text materials and staff comments for compliance with applicable general plan policies. The Planning Commission shall also make recommendations concerning the zone change request which will be forwarded to the City Council.
2. **Review by City Council:** The City Council will receive the recommendations of the Planning Commission and schedule a public meeting to consider official action on the zone change request.
3. **Decision Of City Council:** The City Council may approve, modify and approve, or deny the zone change request. (Ord. 2018-02, 1-10-2018; amd. Ord. 2022-55, 10-12-2022)



**C. PERMITTED USES:**

"Home occupations", as defined in section 400.540 of this title.

Mobile homes or recreational vehicle developments.

Multiple-family residential uses.

Single-family residential uses.

Townhouse and condominiums (20,000 square foot lot and 4 unit minimum).

Any combination of the above uses, or other uses that may be determined by the Planning Commission to be compatible and in harmony with each other according to the designated and approved development.

**D. GENERAL REQUIREMENTS:**

1. **Application And Plan:** The applicant will submit an application for a zone change on the standard zone change application form of the City, along with a site development plan, as outlined in this article, for a Planned Unit Development - Residential Zone change.
2. **Planning Staff Review:** Prior to the review of the Preliminary Development plan and text by the Planning Commission, the applicant shall schedule a meeting with the planning department. **Staff Developer Meetings will be held on Wednesdays and require a week scheduling notice.** Upon receiving an appointment notice, the planning department will invite all necessary staff and other agencies for the scheduled applicant meeting. After the Staff Developer Meeting, the staff shall furnish to the applicant any comments regarding the zone change request that may help the applicant in preparing the request for submission. Staff shall hold such meetings with the applicant as are deemed necessary for proper review.
3. **Preliminary Development Plan:** All requests shall be accompanied by a colored site development plan and written text for the entire property proposed to be developed.
4. **Ownership:** A planned unit development shall be in single or corporate ownership at the time of application, or the subject of an application filed jointly by all owners of the property.
5. **Open Spaces:** Preservation, maintenance and ownership of open spaces within the development shall be accomplished by:
  - a. Dedication of land as a public park or parkway system; or
  - b. Granting to the City a permanent open space easement on or over the said private open spaces to guarantee that the open space will remain perpetually in common use, with ownership and maintenance being the responsibility of a homeowner's association established with articles of association and bylaws which are satisfactory to the Board of Aldermen; or
  - c. Creating and complying with bylaws which provide for the payment of common expenses for the upkeep of the common areas and facilities.

**E. CONTENT OF WRITTEN TEXT/SITE PLAN:**

1. **Use Of Land:** The applicant shall prepare a site plan and written text that show and clearly explain the projected use of land including percentages of land devoted to various types of land use, such as building coverage, parking area, landscaped area, etc.
2. **Buildings:** The text shall indicate the type, character and proposed height of all buildings. The plot plan, elevations and perspective drawings shall be prepared by the applicant to help the Planning Commission and City Council better understand the proposal. (Elevations may not be required when applying for a residential - single lot development.)
3. **Density:** The density in terms of dwelling units per gross acre of land shall be indicated.
4. **Common And Open Spaces:** The location of any proposed school sites, churches, parks and other common or open spaces shall be identified.



5. **Phasing Plan:** A phasing plan, if the development is proposed to be developed in phases, shall be submitted.
6. **Topography:** Topography at contour intervals of two feet (2') shall be submitted unless waived by the planning staff.
7. **Landscape Plan:** A landscape plan showing the general location of lawn area, shrubs, trees and fencing shall be submitted. (This may be part of the site or plot plan.)
8. **Developable Area Reserved For Landscaping:** The amount of developable land area reserved for landscaping shall be indicated (with a minimum of 20 percent of the site area developed as landscaping).
9. **Utilities Underground:** All utilities shall be underground unless otherwise approved by the Planning Commission. Transformer equipment shall be screened from the streets and from adjacent properties.
10. **Refuse Storage Areas:** Refuse storage areas shall be screened so that materials stored within these areas shall not be visible from access streets, freeways and adjacent properties. Storage or refuse areas shall not be located within required building setbacks nor within utility easements.
11. **Lighting Plan:** The plans submitted shall include a general lighting plan indicating location of lights to be installed on site. Design shall follow **Section 400.1370**
12. **Turning Spaces:** Safe and convenient turning space shall be provided for cars, sewer vehicles, refuse collection vehicles, fire-fighting equipment, etc., at the end of private drives and dead end streets.
13. **Traffic Conditions:** The effect of the development on traffic conditions on abutting streets shall be shown.
14. **Layout:** The layout of the site with respect to locations and dimensions of vehicular and pedestrian entrances, exits, driveways and walkways.
15. **Off Street Parking:** The arrangement and adequacy of off street parking facilities & guest Parking per **Article IX**
16. **Offsite Improvement Guarantees:** See **section 400.1460**
17. **Planning Objectives:** The text material shall set forth planning objectives to be accomplished through the development of the project, and show that the requested PUD-R zoning is in conformance with the City general plan and complies with the requested zoning designation.
18. **Public Improvements:** All public improvements shall comply with **Section 400.1430**
19. **Improvements:** Location, grades, widths, and type of all improvements proposed for all streets.
20. **Line Locations:** A plan showing the location of all water, sewer and drainage lines in and through the project.
21. **Deed Restrictions; Covenants:** Copies of any deed restrictions, restrictive covenants, bylaws, architectural controls or other requirements that may be appurtenant to the proposed development.
22. **Signage:** The size, location, design and nature of signs, if any, and the intensity and direction of area flood-lighting shall be detailed in the text materials.
23. **Grading And Drainage Plan:** A grading and drainage plan shall be submitted with the site development plan.
24. **Geotechnical Report:** A geotechnical report identifying any possible flood, slope, faulting, soils or other related hazards on the site shall be submitted with the application

F. 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 "PUD-R" 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 "PUD-R" District may vary from and be either more or less restrictive than the requirements of other district regulations in this Article.
- I. **Effect Of Planned Development District Approval.** Approval of a "PUD-R" Zoning District shall constitute an amendment to the zoning ordinance. Designation of a property as a "PUD-R" 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 "PUD-R" followed by an identifying number.

~~Uses And Densities Permitted. The development plan shall specify both for the project as a whole and/or for sub-areas within the project, as appropriate, these 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.~~

- J. **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.
- K. **Procedure.** Zoning Applications for "PUD-R" District designation shall be processed; submitted pursuant to a three-step review process as specified in this Section. The process shall include:
1. Staff Developer Meeting Attended
  2. A preliminary development plan; and
  3. A final development plan.

~~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.~~

## L. Application for Preliminary Development Plan

Application of Preliminary Development Plan shall follow Sections 400.510.D, E & L for design factors. In addition developers may

**Building Coverage:** The land coverage by all buildings shall not exceed fifty percent (50%) of the net lot or parcel acreage.

**Minimum Lot Size:** The minimum lot size in single-family residential subdivisions with private individual lots (no common area within lots) is five thousand (5,000) square feet; provided, that at least twenty percent (20%) of the total project is developed and maintained as common open landscape or recreation area.

**Bonus Density:** The density of a planned unit residential - single lot development shall conform to the density limitations of the general plan, except that the City Council upon recommendation of the Planning Commission may approve a density greater than the general plan designation where the following findings are made:

1. The proposed dwellings are platted for individual ownership of the dwelling units, and
2. The density and building scale of the proposed units are similar in scale to an adjoining developed parcel or is considered in scale with the surrounding area and fits harmoniously into the neighborhood, as determined by the Board Of Aldermen but in no case shall exceed eight (8) dwelling units per acre. To be considered for density increases, the applicant will include, as part of the development design, any of the following credits:
  - a. **Landscaping Along Periphery Of Development:** If a common area landscaped strip between twenty feet (20') and twenty five feet (25') is created along the periphery of the development (which is beyond the 50 percent requirement of parcel coverage for non-structures), and surrounds at least sixty seven percent (67%) of the development, an increase of one dwelling unit per acre shall be added to the minimum density for the development.
  - b. **Tree Lined Streets:** Tree lined streets for all streets (internal and periphery) to provide shade for sidewalks and to reduce solar heat gain. If all streets within the development, on both sides of the streets, will have a landscape strip between the curb and sidewalk planted with shade trees at forty foot (40') spacing or less, with trees that are of twenty four inch (24") box containers with a minimum of one and one-half inch (1 1/2") caliper, an increase of one dwelling unit per acre shall be added to the minimum density for the development.
  - c. **Landscaped Open Spaces:** For every ten percent (10%) of landscaped open space incorporated into the development (which is beyond the 50 percent requirement of parcel coverage for non-structures), and not receiving density increases through other provisions of this section, may receive an increase of one dwelling unit per acre which shall be added to the minimum density for the development.
  - d. **Increased Recreational Facilities:** Additional designated recreational amenities, above the requirements as already set forth for planned unit development, may receive an increase in density, as approved by the Planning Commission and Board of Aldermen on a case by case basis.
3. **Setbacks:** The setbacks for all Planned Unit Developments - Residential will be as follows, unless an approved setback alternative plan is granted by the Planning Commission and approved by the City Council:
  - a. **Front Yard:** Front yard setbacks shall be a minimum of twenty feet (20'). The street side of corner lots, shall be the same as the front yard setback.
  - b. **Building, Parking Required:** The front yard setback area shall not be used for long term parking of any motor vehicles, or for required additional visitor parking, except for the driveway directly in front of the garage or carport of the dwelling unit.
  - c. **Side Setbacks:** Side yard setbacks on interior lot lines shall be a minimum of five feet (5') on one side and ten feet (10') on the opposite side for all dwellings, with a minimum of fifteen feet (15') between homes. Side yard setbacks on exterior lot lines (boundary lines) shall be a minimum of ten feet (10').
  - d. **Rear Setbacks:** Rear yard setbacks shall be a minimum of ten feet (10').



4. **Parking Requirements:** The parking requirements of chapter 16 of this title shall apply.
  5. **Signs And Advertising:** The requirements of Article X of this code shall apply, except that in large residential planned unit developments (those containing more than 200 dwelling units), the Planning Commission may approve an overall sign scheme for the project which may exceed the restrictions.
  6. **Height Restrictions:** No building shall be erected to a height greater than thirty five feet (35') unless specifically approved as part of the zone change approval.
  7. **Size Requirement:** Each Planned Unit Development Zone shall contain a minimum of twenty thousand (20,000) square feet and four (4) dwelling units.
  8. **Landscape Requirement:** All planned unit developments shall have a minimum of fifty percent (50%) of the developable site area developed and maintained as landscaped or natural open space. Floodways unless altered (LOMAR) and slopes that exceed a specific percentage are not considered developable. The applicant of the requested PUD-R Zone shall show what areas are to be landscaped and what areas are to be left in a natural state. The Board of Aldermen shall determine if the proposed landscaped areas and the areas proposed to be left in a natural state will satisfy the fifty percent (50%) landscape or natural open space requirement. In any event, all landscaped and open green space areas shall be kept in a weed free condition. All proposed structures, future structures, roads and parking areas are excluded from the calculations used to satisfy this requirement.
  9. **Time Limitations:** Building permits for construction within Planned Unit Development Residential - Single Lot Zones must be obtained within eighteen (18) months of the approval of a zone change to planned unit development - single lots. If eighteen (18) months elapsed without the issuance of building permits for the construction of the approved plans within the Planned Unit Development Zone, all conceptual and preliminary plan approvals shall be deemed null and void, unless an extension is granted. The applicant shall request an extension on an approved development plan prior to the expiration of the eighteen (18) month time limit. The Planning Director may approve a six (6) month extension on an approved development plan. In the case that a second six (6) month extension is needed, the applicant shall request a second extension on the approved development plan prior to the expiration of the first six (6) month extension time limit. The Board of Aldermen will approve or deny the requested second extension on the development plan. In the case that an approved development plan does expire, the zoning of the property shall remain a planned unit development, but no construction will be allowed on the property until a new plan is submitted and approved by the Planning Commission and the Board of Aldermen.
  10. **Recreation Or Playground Areas:** In developments with five (5) or more units, there shall be provided usable recreation or playground areas with a total minimum area of one thousand (1,000) square feet for five (5) units and an additional two hundred (200) square feet for each unit over five (5) units. No side measurement of each usable recreation or playground area shall be less than twenty feet (20') in width/length. At least fifty percent (50%) of the usable area shall be in the form of open playground and green space.
- M. **Public Hearing.** After giving the notice required by Section 400.360 of the Willard Land Development Regulations, a public hearing on the proposed ~~sketch~~ **Preliminary Development Plan** shall be set, advertised and conducted by the Planning Commission. An invitation shall also be sent by mail, addresses and postage shall be provided by the developer, to all property owners within 185' from ~~the edges of the development, 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:~~
- N. **Planning Commission Submittal**-Upon completion ~~of the Staff Developer Review of the sketch plan review,~~ and **submittal of the zoning application**, 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 "PUD-R" District. The Planning commission may refuse or accept proposed submittal per Section 400.510.F.1-6
- O. **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: **may Approve with or without modifications, Deny, or Refer Preliminary Development Plan back to the Planning Commission for further consideration.**

**P. Installation of Approved Utilities according to the Preliminary Development Plan**

1. All utilities and infrastructure shall be installed and inspected for compliance to city codes or
  - a. Per **section 400.1430** the developer may bond for infrastructure of the development to delay installation. In no case will the Final Development Plan or Final Plat be approved without the installation of all defined utilities.
2. As built drawings shall be submitted and approved to be in accordance with city statute.
3. Per **section 400.1450** a warranty bond in the amount approved by the board of aldermen to guarantee that the developer will correct all defects in such improvements or facilities that occur within two (2) years after the offer of dedication of such facilities or improvements is accepted by the City.
- 4.

~~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.~~

~~1. 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.~~
- ~~e. 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 traffieways 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:~~
- ~~e. 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 data.~~
- ~~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;~~
  - ~~e. 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.~~

Q. **Public Hearing.** After giving the notice required by **Section 400.360** of the Willard Land Development Regulations, a public hearing on the proposed Final Development Plan shall be set, advertised and conducted by the Board of Aldermen within forty-five (45) days of action. Within thirty (30) days following the conclusion of the public hearing, unless a delay is requested by the applicant.

Q. **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 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 Final Development Plan is found to be in compliance the Board of Aldermen shall approve the Plan. The Board of Aldermen's action shall constitute final approval of the final development plan.

~~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.

R. **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.

- S. **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.
- T. **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.
- U. **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.

#### RESIDENTIAL - MULTIPLE FAMILY DEVELOPMENT STANDARDS:

#### V. Multifamily PUD-R shall follow sections D, E, and L for design along with the following:

1. The density and building scale of the proposed units are similar in scale to an adjoining developed parcel or is considered in scale with the surrounding area and fits harmoniously into the neighborhood, as determined by the City Council but in no case shall exceed a twenty five percent (25%) dwelling units per acre increase as stated in the general plan
2. **Setbacks:** The setbacks for all planned unit developments - multiple family will be as follows, unless an approved setback alternative plan is granted by the Planning Commission and approved by the City Council:
  - a. **Front Yard:** Front yard setbacks shall be a minimum of twenty feet (20'). The street side of corner lots, shall be the same as the front yard setback.
  - b. **Building, Parking Required:** The front yard setback area shall not be used for long term parking of any motor vehicles, or for required additional visitor parking, except for the driveway directly in front of the garage or carport of the dwelling unit.
  - c. **Side And Rear Setbacks:** Side and rear setbacks on interior lot lines shall be a minimum of ten feet (10') for all dwellings.
3. **Group Dwellings:** In group dwellings, no two (2) buildings may be located closer together than ten feet (10') for one- story buildings, fifteen feet (15') for two-story buildings, and twenty feet (20') for approved three-story (or more) buildings.
4. **Two-Story Buildings:** For two-story (or more) buildings, the side and rear setbacks shall be at least twenty five feet (25') along the boundary of a Single-Family Zone, and twenty feet (20') along the boundary of other zones.

#### W. PLAN REVIEW CONFERENCE:

A. **Required:** Following the approval of the Planned Unit Development - Residential Zone change and upon request for issuance of any building permit therein, the developer and contractor and the planning staff shall meet together to review the requirements of the zone change and to make sure that the developer and contractor are aware of the conditions under which the zone change was granted.



**B. Plans Stamped And Signed:** At the plan review conferences, the plans will be stamped and signed by the staff, developer and contractor as the official set of construction plans from which the work will be performed.

**C. Changes or Modifications:** Any changes or modifications to the approved plan for development during the period of construction shall first be re-submitted to the planning staff for approval and if deemed significant and at the discretion of the staff, returned to the Planning Commission for their review and recommendations and to the Board of Aldermen for a public meeting to consider official action on the zone change as provided for in section S. of this article.

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**SHORT TERM RENTAL DEVELOPMENT STANDARDS:**

