

Notice of Meeting & Tentative Agenda



City of Jefferson Planning and Zoning Commission

Thursday, June 9, 2016 ~ 5:15 P.M.

City Council Chambers, John G. Christy Municipal Building, 320 East McCarty Street
Enter through Main Lobby

All interested parties will be given a chance to be heard.

TENTATIVE AGENDA

1. **Call to Order and Introductions**
2. **Procedural Matters**
 - Determination of quorum and designation of voting alternates
 - Call for cases
 - Receive and review requests for continuance
 - Receive requests for reordering the agenda
 - Format of hearing
 - List of exhibits
3. **Adoption of Agenda (as printed or reordered)**
4. **Approval of Regular Minutes of April 14, 2016**
5. **Communications Received**
6. **New Business/Public Hearings**

Case No. P16005 – Zoning Code Text Amendment, Cemeteries. Request filed by planning division staff to amend the text of Chapter 35, Zoning, Section 35-28 Land Use Matrix and Section 35-92 Definitions, with respect to the following:

 1. Establishment of Cemetery as a Special Exception use in the RS, RA, RD, and N-O zoning districts and change from a Permitted to a Special Exception use in the RC district.
 2. Amending the Definition of Cemetery to include related accessory structures and inclusion of funeral homes when operated within the boundaries of a cemetery.

The complete text of the amendment is available for review at the Department of Planning and Protective Services, 320 E. McCarty Street, or may be viewed at the Planning and Zoning Commission webpage at: www.jeffersoncitymo.gov.
7. **Other Business**
 - A. **Informational Presentation on the Capitol Avenue and East High Street Rezoning and Overlay District Plans.**
 - B. **Scheduled Reports**
 - Environmental Quality Commission
8. **Adjourn**

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Individuals should contact the ADA Coordinator at (573) 634-6570 to request accommodations or alternative formats as required under the Americans with Disabilities Act. Please allow three business days to process the request.

Please call (573) 634-6410 with questions regarding agenda items.

MINUTES

JEFFERSON CITY PLANNING AND ZONING COMMISSION

April 14, 2016

5:15 p.m.

COMMISSION MEMBERS PRESENT

Bunnie Trickey Cotten
Bob George
Chris Jordan, Chairman
Michael Lester
David Nunn
Dale Vaughan
Chris Yarnell, Vice Chairman
Ron Fitzwater, Alternate
Blake Markus, Alternate

ATTENDANCE RECORD

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5 of 7

COMMISSION MEMBERS ABSENT

Jack Deeken
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ATTENDANCE RECORD

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COUNCIL LIAISON

Carlos Graham

STAFF PRESENT

Janice McMillan, Director of Planning & Protective Services
Eric Barron, Senior Planner
Bryan Wolford, Associate City Counselor
Anne Stratman, Administrative Assistant
Sonny Sanders, Senior Transportation Planner
Alex Rotenberry, Transportation Planner

Mr. Chris Jordan, Chairman, Planning and Zoning Commission Chairman, requested to address a letter to the editor authored by another Chris Jordan that appeared in last Sunday's News Tribune. He wanted to bring to everyone's attention that did not receive an email or note from him that the letter was not written by him. He stated that he is the Planning and Zoning Commission Chairman, a former City employee, and is in the real estate industry in the Jefferson City community. He stated that he has his own views about development, consultants and City staff and did not opt to put those views in the newspaper, and that he has asked the News Tribune to put his comments regarding this matter in the paper in the next few days. He wanted to bring this to light as he is the Chairman and did not think that it would be appropriate for his name to be associated with the comments that were in Sunday's paper. With that being said the other Mr. Jordan does have rights to his opinions and those are out there for anyone to view.

1. Call to Order and Introduction of Members, Ex-officio Members and Staff

The Chairman, six regular members and two alternates were present. A quorum was present.

Designation of Voting Alternates

The Chairman announced that all regular members and Alternates Mr. Fitzwater and Mr. Markus are eligible to vote.

2. Procedural Matters and Procedures Explained

Mr. Barron explained the procedures for the meeting. The following documents were entered as exhibits. Mr. Barron advised that copies of the exhibits are available through the City Clerk or the Department of Planning and Protective Services:

The City Code of the City of Jefferson, as amended
Comprehensive Plan and Land Use Map
Copies of applications under consideration

A list of property owners to whom notices were sent

Affidavit of publication of the public notice in the newspaper
Rules of Procedure, Planning & Zoning Commission

Mr. Barron submitted the following items for the record:

Staff reports

Minutes of proceedings

Copies of drawings, plans, and/or renderings under consideration

Letters or memoranda from staff

Materials submitted by the public or applicants pertaining to the cases under consideration

3. Adoption of Agenda

Ms. Cotten moved and Mr. Nunn seconded to adopt the agenda as printed. The motion passed 8-0 with the following votes:

Aye: Cotten, Fitzwater, George, Lester, Markus, Nunn, Vaughan, Yarnell

4. Approval of Minutes from the Regular Meeting of March 10, 2016

Mr. Fitzwater moved and Mr. George seconded to approve the minutes of the Regular Meeting of March 10, 2016 as written. The motion passed 8-0 with the following votes:

Aye: Cotten, Fitzwater, George, Lester, Markus, Nunn, Vaughan, Yarnell

5. Communications Received

No correspondence was received.

6. New Business/Public Hearings

Case No. P16003 – 1050 South Country Club Drive, Rezoning and Comprehensive Plan Amendment. Request filed by the Scheperle Family, property owner, on behalf of James Lage Construction, applicant, for a rezoning of 34.5 acres from C-1 Neighborhood Commercial to RS-2 Single Family Residential and an associated amendment to the Development Plan Map of the Comprehensive Plan. The property is located on the west side of South Country Club Drive 350 feet north of Old Lohman Road and is described as part of the Southwest Quarter of Section 8 and part of the Northwest Quarter of Section 17, Township 44 North, Range 12 West, Jefferson City, Missouri (Central Missouri Professional Services, Consultant).

Mr. Barron described the proposal and explained that the applicant intends to develop the property as a single family residential subdivision, and is proposing a rezoning of the property from its current C-1 Neighborhood Commercial designation to RS-2 Single Family Residential in order to proceed with the subdivision platting process. He stated that an amendment to the Comprehensive Plan Development Plan map to show the property as intended for low density residential use, rather than its current designation of commercial, is proposed in order to support the plan to develop the property in a single family residential manner.

Mr. Brian McMillian, Central Missouri Professional Services, 2500 E. McCarty Street, spoke regarding this request. Mr. McMillian distributed a visual depicting the area to be rezoned. Mr. McMillian explained that the current property owners intend to sell the property to Mr. Jim Lage. He stated that Mr. Lage will develop this as a residential subdivision similar to his development at the corner of Route C and Vieth Drive.

No one spoke in opposition to this request and no correspondence was received.

Mr. Barron gave the Planning Division staff report.

Mr. Nunn moved and Mr. Lester seconded to recommend approval of the request to designate the property as Low Density Residential on the Development Plan Map of the Comprehensive Plan to the City Council. The motion passed 8-0 with the following votes:

Aye: Cotten, Fitzwater, George, Lester, Markus, Nunn, Vaughan, Yarnell

Mr. Nunn moved and Mr. George seconded to recommend approval to rezone the property from C-1 Neighborhood Commercial to RS-2 Single Family Residential to the City Council. The motion passed 8-0 with the following votes:

Aye: Cotten, Fitzwater, George, Lester, Markus, Nunn, Vaughan, Yarnell

Case No. P16004 – 1105 Lafayette Street, Special Exception Permit. Request filed by Boys and Girls Club of Jefferson City for a Special Exception Use Permit to operate a Neighborhood Center / Community Activity Building in an RS-2 / RS-4 zoning district. The property is located on the east side of Lafayette Street at the intersection of Franklin Street and is described as part of outlots 26 and 82 and part of vacated Franklin Street right of way. (Central Missouri Professional Services, Consultant).

Mr. Barron described the proposal and explained that The Boys and Girls Club of Jefferson City is planning to construct a new facility to replace their old facility located 727 East Elm Street, which was acquired by the Missouri Department of Transportation as part of the Highway 50 / Lafayette Street Interchange project. He stated that the proposed site is on property being transferred to The Boys and Girls Club by Lincoln University, and is located adjacent to the new Parks and Recreation/Lincoln University Wellness and Recreation Center. Mr. Barron explained that the property is zoned single family residential, and is located on the border of an RS-2 and RS-4 district. He stated that rather than pursue a rezoning of the property to a category that permits the use outright, which might establish a district that would conflict with the surrounding community, institutional, and single family uses, a special exception permit for a Neighborhood Center/Community Activity Building is being requested. Mr. Barron explained that the plans consist of a 18,400 square foot two story building. He stated that the building would share a parking lot with the Recreation and Wellness Center, and would gain access via a driveway through the shared parking lot.

Councilman Graham explained that in order for The Boys and Girls Club to apply for grants they have to own their own property. He stated that Lincoln University is deeding The Boys and Girls Club this piece of property with the understanding that if they do not decide to build there, the property will revert back to Lincoln University.

Mr. Brian McMillian, Central Missouri Professional Services, 2500 E. McCarty Street, spoke regarding this request. Mr. McMillian distributed a visual depicting the site of the proposed Boys and Girls Club. Mr. McMillian explained that the old facility on East Elm Street was displaced by the new Lafayette Street Interchange. He stated that the original location was proposed at the intersection of Locust Street and E. Atchison Street. Mr. McMillian explained that the opportunity came along for Lincoln University to partner with the City's Parks and Recreation Department at the current site on Lafayette Street. He stated that a separate building for The Boys and Girls Club will be constructed on this site where they can use the gym and recreational facilities but remain as a separate entity. Mr. McMillian explained that there is adequate parking on site for both facilities however overflow parking is available at Jefferson City High School. He stated that peak time parking will be around 6:00 and 7:00 p.m. when parents are arriving to pick up their children. Mr. McMillian explained that the entrance was relocated farther to the southwest where there is better site distance and a well-lighted crosswalk is proposed. He stated that few children will be walking to the facility as most of the children will be bussed there.

Mr. Jim Vossen, 826 Boonville Road, spoke regarding this request and mentioned that several students will be walking from Thorpe Gordon to The Boys and Girls Club. He explained that they are also proposing a teen center for high school students.

No one spoke in opposition to this request and no correspondence was received.

Mr. Barron gave the Planning Division staff report.

Ms. Cotten moved and Mr. Yarnell seconded to recommend approval of a special exception use permit for a neighborhood center/community activity building to the City Council. The motion passed 8-0 with the following votes:

Aye: Cotten, Fitzwater, George, Lester, Markus, Nunn, Vaughan, Yarnell

Ms. Cotten, Mr. Markus and Mr. Yarnell left at 5:50 p.m.

7. Other Business

A. CAMPO Regional Bicycle and Pedestrian Plan

Mr. Sanders gave a report on the activities of the Bicycle and Pedestrian Plan. He mentioned that several positive things have been implemented even before the plan is finished, such as: (1) wayfinding and bike lanes connecting two greenways; (2) MoDOT striping bike lanes on Dunklin Street; (3) safety education program; and (4) city ordinance updates pertaining to bike lanes, riding, and lights/reflectivity. Mr. Sanders explained that a pedestrian, bicycle and transit safety assessment is planned for Missouri Boulevard on May 26 beginning at West Main Street and extending to the west of Highway 179.

B. Comprehensive Planning Support – Report from Staff

Ms. McMillan gave a brief report on the transportation planning process and CAMPO's responsibilities. One recommendation from the recent Transportation Planning Review Process was to add staff to support comprehensive and transit planning. Ms. Katrina Williams was hired to assist with the metropolitan transportation plan update and comprehensive planning support.

C. Update on Capitol Avenue/East High Street Plans

Mr. Barron reported that neighborhood meetings are scheduled for April 21, 26, and 28 at 5:30 p.m. in the Council Chambers.

D. Discussion of Possible Amendments to Zoning Code

Mr. Barron discussed a proposed amendment on cemetery use.

E. Scheduled Reports

--Environmental Quality Commission

No report was given since the Commission did not meet in March.

8. Adjourn. There being no further business, the meeting adjourned at 6:20 p.m.

Respectfully Submitted,

Eric Barron, Assistant Secretary

Jefferson City
Planning & Zoning Commission

June 9, 2016

**Case No. P16005
City Staff**

Zoning Text Amendment Pertaining to Cemeteries

BILL NO.

SPONSORED BY COUNCILMAN GRAHAM

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF JEFFERSON, MISSOURI, AMENDING CHAPTER 35, THE ZONING CODE, PERTAINING TO CEMETERIES.

WHEREAS, It appears that the procedures set forth in the zoning code relating to zoning code text amendments have in all matters been complied with.

NOW, THEREFORE, BE IT ENACTED BY THE COUNCIL OF THE CITY OF JEFFERSON, MISSOURI, AS FOLLOWS:

Section 1. Exhibit 35-28.(Land Uses Authorized in Zoning Districts) Section 2.A.1 Cemetery, is amended as follows:

Exhibit 35-28: Land Uses Authorized in Zoning Districts		Zoning Districts															
Use Category	Specific Use Type	RU	RS-1	RS-2	RS-3	RS-4	RD	RA-1	RA-2	N-O	RC	C-O	C-1	C-2	C-3	M-1	M-2
		2. Institutional & Civic															
A. Cemetery	1. Cemetery - Not less than 20 acres is required for establishment or enlargement	SE	SE	SE	SE	SE	SE	SE	SE	SE	P SE	-	-	-	-	-	-

Section 2. Section 35-92 (Definitions) is hereby amended with the addition of a definition for cemetery as follows:

Cemetery: Land used or dedicated to the burial of the dead, including related accessory structures such as crematoriums, mausoleums, necessary sales facilities, and maintenance facilities. Mortuaries and Funeral Homes shall be included when operated within the boundary of such cemetery.

Section 3. This ordinance shall be in full force and effect from and after its passage and approval.

Passed: _____

Approved: _____

Presiding Officer

Carrie Tergin, Mayor

ATTEST:

APPROVED AS TO FORM:

City Clerk

City Counselor

Potential Zoning Code Amendment
Staff Analysis - Cemetery Use
4-14-16 Planning and Zoning Commission Meeting

Authorized Districts for Cemeteries

Currently listed in the Zoning Code as:

- Special Exception Use in the RU Rural District
- Permitted Use in the RC Conservation District

Cemeteries located in Jefferson City and current zoning

- | | |
|---|------------|
| 1. Hawthorn Gardens – 4205 Horner Road | Zoned RS-1 |
| 2. Longview Cemetery – 204 Scott Station Road | Zoned RS-1 |
| 3. Resurrection Cemetery – 3015 W. Truman Blvd. | Zoned RS-1 |
| 4. Riverview Cemetery – 2600 W. Main Street | Zoned RS-2 |
| 5. St. Peters Cemetery – 1200 W. Main Street | Zoned RA-2 |
| 6. Woodland/Fairview/National Cemetery – 1000 E. McCarty Street | Zoned RA-2 |

Staff Proposal:

1. Expand the list of authorized districts to list as a Special Exception Use in all RS, RA, RD, and N-O districts. Change from Permitted to Special Exception Use in the RC district.
2. Define cemetery as follows: Land used or dedicated to the burial of the dead, including related accessory structures such as crematoriums, mausoleums, necessary sales facilities, and maintenance facilities. Mortuaries and Funeral Homes shall be included when operated within the boundary of such cemetery.

Action:

No action required by the Planning and Zoning Commission at the April meeting. If there are no major objections or concerns, staff will advertise a public hearing and place the item as a staff initiated zoning code amendment on the next Planning and Zoning Commission meeting agenda.