NOTICE OF OPEN MEETING

AGENDA

PLANNING AND ZONING COMMISSION

City of Moberly

City Council Chambers – Moberly City Hall

101 West Reed Street February 26, 2024

6:00 PM

Data/time nested

Date/ time posted

- I. Roll Call
- II. Approval of Agenda
- III. Approval of Minutes
 - 1. Approval Of The Planning and Zoning Commission Meeting Minutes For October 30, 2023
- **IV.** Public Hearing Items
 - 2. Notice of Public Hearing for a conditional use permit application submitted by Robert and Jaclyn Cross for a Short Term Housing Rental located at 800 Gilman Street.
 - 3. Notice of Public Hearing for a site plan review application submitted by Dustin McCormick for a new commercial building located at 1620 N Buchanan Street.
- V. Other Business
- VI. **Adjournment**

The public is invited to attend the Planning and Zoning and Work Session meetings. Representatives of the news media may obtain copies of this notice by contacting the City Clerk. If a special accommodation is needed as addressed by the Americans with Disabilities Act, please contact the City Clerk twenty-four (24) hours in advance of the meeting.

MINUTES OF PUBLIC HEARING October 30, 2023 6:00 P.M.

The Planning and Zoning Commission for the City of Moberly met on Monday, October 30, 2023 at 6:00 p.m. in the Council Chambers of City Hall. The meeting was called to order by Chairperson, Sam Tadrus.

Members Present: Connie Asbury

Mike Skubic Sam Tadrus Austin Kyser Bob Riley David Byland Lorna Miles Gary Duncan

Members Absent: **Don Burton**

Rich Duley Tim Brubaker

City Staff Attending: Tom Sanders, Director of Community Development

Aaron Decker, Building Inspector Carla Beal, Administrative Assistant

Visitors: **Devon Snodgrass**

Mackenzie Riley

Carl Kelly

Sherwood Mann

A roll call was taken, and eight (8) members of the Commission were present, with three (3) members absent.

Sam Tadrus asked if everyone had reviewed the October 30, 2023 agenda. David Byland made a motion to approve the agenda. Connie Asbury seconded the motion. Agenda was approved.

Sam Tadrus asked if everyone had reviewed the September 25, 2023 minutes. Mike Skubic asked that the minutes be revised as he was not present for the meeting. Connie Asbury made a motion to approve the minutes with the revision being made that Mike mentioned. David Byland seconded the motion. Minutes were approved.

Sam Tadrus read the second item on the agenda; a site plan review and conditional use permit submitted by Crockett Engineering on behalf of Mackenzie Riley for improvements to the site located at 1008 W Hwy 24. This property is currently zoned B-3 (General Commercial District).

Sam asked if there was anyone present to answer questions on this item. Devon Snodgrass with Crockett Engineering came to the podium and mentioned Mackenzie Riley was in the audition to answer questions as well. Devon explained that they were wanting to build a car wash on this location. Sam Tadrus asked about traffic backup on Hwy 24. Devon stated there will be three bays with enough space to have three cars deep as well as other space on the lot. Sam asked about sewer access and Devon stated there is no access to city sewer, so they are working with Kelly Automotive about using their private line that leads to the city sewer on the east side of the Kelly property. Gary Duncan asked if they could go under Hwy 24 to connect to the city sewer. Tom stated it would be very costly as they would have to meet MoDOT specs for going under the highway. David Byland asked if the water main would be large enough and Tom stated there is a 12" main down Buchanan to the east and a 16" main down Spark to the south. There was a brief discussion.

Sam asked if there were any other questions or concerns and if there was anyone in the audience with any questions or concerns. There being none, Austin Kyser made a motion to approve the motion. Bob Riley seconded the motion. Sam asked for a vote, all voted yes. The motion was approved.

Carl Kelly came to the podium and asked if this was being approved with the stipulation of his approval of the sewer usage. Sam stated the private sewer was a separate matter between Mr. Kelly and Mr. Riley. The Commission was approving his application for the site plan review and was recommending the approval of his application for the conditional use permit to City Council.

Sam Tadrus read the third item on the agenda; a Text Amendment application submitted by City of Moberly for clarification and relocation of regulations related to Driveway construction in residential neighborhoods. Sam asked who would be explaining this item. Tom stated he would let Aaron Decker explain this item. Aaron stated after talking with contractors that are doing new in-fill housing, there need to be some new guidelines on driveways in the residential areas. Aaron has researched other communities and found that they are stating a minimum of 12' driveway and a percentage of the property frontage facing the street. Aaron is suggesting 40' of frontage or 30' in width, which ever is less. He is also suggesting moving this from chapter 40 of the code book to chapter 46. By putting it in chapter 46 they can apply to the Board of Adjustment to ask for a variance. There was a brief discussion.

Sam asked if there were any other questions or concerns and if there was anyone in the audience with any questions or concerns. There being none, Bob Riley made a motion to approve the motion. Austin Kyser seconded the motion. Sam asked for a vote, all voted yes. The motion was approved.

Sam asked if there was any other business to come forward, there being none, Connie Asbury made a motion to adjourn. Austin Kyser seconded the motion. Sam asked for a vote, all voted yes. The motion was approved. The meeting was adjourned.

Item 2.

Meeting Feb 216th

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CITY OF MOBERLY, MISSOURI PROCEDURES MANUAL

CITY OF MOBERLY CONDITIONAL USE PERMIT APPLICATION

Zoning Administrator City of Moberly 101 West Reed Street Moberly, MO 65270-1551 (660) 263-4420 (660) 263-9398 (fax)	For Office Use Only Deposit: Date Filed: Date Advertised: Date Notices Sent: Public Hearing Date:
APPLICANT INFORMATION:	
Applicant: Nobyt + Jacyn Cross Address: 800 Gi man St Owner: Rublet + Jacyn Cross Address: 00 G. man St PROPERTY INFORMATION:	Phone: (10-247-0243 Zip: 65270 Phone: (10-247-0243 Zip: 65270
Location of Property: 800 Gilman St M Legal Description: Gilman Rd Survey Lot, 3	Moberly' Part 86 5E'14:
resent Zoning Classification: R 1 resent Use of Property: Resent Use of Property:	Acreage: 0.27
roposed Land Use Activity: Primary Naid Centar above Oxarage Cara rticle, Section and sub-section (if applicable) allowing for said Short term rended	age house - special use to be applied for:

CITY OF MOBERLY, MISSOURI

PROCEDURES MANUAL

ADJACENT ZONING AND LAND USE:

	Land Use	Zoning			
North	Residential	R-1			
South	Residential	R-1			
East	Residential	R-2			
West	Residential	R-1			
Should this special use be valid only for a specific time period? Yes No					
f Yes, what length of time?					
			Ī		

DOES THE PROPOSED CONDITIONAL USE MEET THE FOLLOWING STANDARDS? IF YES, ATTACH A SEPARATE SHEET EXPLAINING WHY.	Yes	No
The proposed conditional use complies with all applicable provisions of the regulations, including intensity of use regulations, yard regulations and use limitations?	7	
The proposed conditional use at the specified location will not adversely affect the welfare or convenience of the public?		V
The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located?		V
The location and size of the conditional use, the nature and intensity of the operation involved or conducted in connection with it, and the location of the site with respect to streets giving access to it have been planned so that the conditional use will not dominate the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations?		\checkmark
Off-street parking and loading areas will be provided in accordance with the standards set forth in the zoning regulations, and such areas will be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect?	\checkmark	Ħ
Adequate utility, drainage, and other such necessary facilities will be provided?	$\sqrt{}$	
Adequate access roads or entrance and exit drives will be provided and designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys?	\checkmark	
Adjoining properties and the general public will be adequately protected from any hazardous or toxic materials, hazardous manufacturing processes, obnoxious odors or unnecessarily intrusive noises?	$\sqrt{}$	

CITY OF MOBERLY, MISSOURI PROCEDURES MANUAL

ATTACHMENTS REQUIRED:

- 1. A site plan as specified in Section of the Zoning Regulations as well as any other information, which would be helpful to the Planning and Zoning Commission in consideration of the application. No Site Plan needed
- 2. List of property owners located within:
 - A. 185 feet of the property if the proposed Special Use is located within the city's corporate limits;
 - B. 1,000 feet of the property if the proposed Special Use is adjacent to the city's corporate limits.

Applicant's Signature

CITY OF MOBERLY, MISSOURI PROCEDURES MANUAL

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City of Moberly!

Memorandum

To: Planning and Zoning Commission

From: Planning Staff

Subject: 800 Gilman St Short Term Housing Rental Conditional Use

Meeting: February 26, 2024

Public Hearing to consider:

Notice of Public Hearing for a conditional use permit application submitted by Robert and Jaclyn Cross for a Short-Term Housing Rental located at 800 Gilman Street. This property is currently zoned R-1 (Single-Family Residential District).

Comments:

Location: 800 Gilman St

Zoning Compatibility: Use is compatible with the district. Requires Conditional Use Intended Use: Main residence is still their primary residence. The carriage house that was finished many years ago, is seeking use as a Short-Term Housing Rental on platforms such as AirBnb and VRBO.

<u>Landscaping design:</u> Property is in current compliance with parking and landscaping.

<u>Public areas:</u> There is adequate off-street parking for an additional one or two cars besides the owners' vehicles.

<u>Submission requirements:</u> Site Plan Review waived when associated with Residential homes and short-term housing rentals. Conditional Use for the property has been submitted in accordance with zoning regulations.

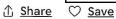
City Staff Review:

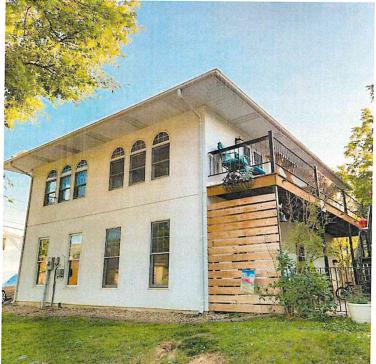
The City Staff Review did not yield any additional concerns with the operation of the carriage house as a short-term housing rental.

City staff recommend acceptance and approval of the Conditional Use for the property associated with 800 Gilman St.

Text Amendment approvals do require additional approval by the City Council for acceptance as an ordinance into the Code of Ordinances in Moberly, MO.

Respectfully Submitted Aaron Decker





Carriage House Retreat









Entire rental unit in Moberly, Missouri

3 guests · 1 bedroom · 1 bath

Guest & favorite

5.0

8 Reviews



Dedicated workspace

A room with wifi that's well-suited for working.

Great location100% of recent guests gave the location a 5-star rating.

Free cancellation before 4:00 PM on January 6

Cozy retreat located in central Missouri! Perfect for a couples getaway!

Our unique and peaceful carriage house is located minutes away from one of the largest municipal parks in the state - Rothwell Park. Also close to Coopers Oak Winery, Moberly Aquatic Center, Archery Rang...

Show more >

\$87 night

CHECK-IN 1/20/2024	снескоит 1/25/2024			
GUESTS				
1 guest	~			

Reserve

You won't be charged yet

<u>\$87 x 5 nights</u>	\$434
Cleaning fee	\$35
Airbnb service fee	\$66

This is a rare find. Robert's place is usually fully booked.

Total before taxes



\$535

Report this listing

What this place offers

Kitchen

্কি Wifi

子 Dedicated workspace

Free parking on premises

50" HDTV with Amazon Prime Video, Disney+, Hulu, Netflix, Roku

Free washer – In unit

Free dryer – In building



Central air conditioning



Private patio or balcony



Security cameras on property

Show all 54 amenities

5 nights in Moberly

Jan 20, 2024 - Jan 25, 2024

		Jan	uary 2	024					Feb	ruary 2	2024
Su	Мо	Tυ	We	Th	Fr	Sa	Su	Мо	Τυ	We	Th
	7	2	3	4	5	6					1
7	8	9	10	11	12	13	4	5	6	7	8
14	15	16	17	18	19	20	11	12	13	14	15
21	22	23	24 (25	26	27	18	19	20	21	22
28	29	30	31				25	26	27	28	29



Guest favorite

One of the most loved homes on Airbnb based on ratings, reviews, and reliability

Overall	rating
5	

Cleanliness

5.0

Accuracy

Check-in

5.0

Communication

5.0

Location

Value 5.0













CITY OF MOBERLY, MISSOURI SITE PLAN REVIEW

Return Form To:
Zoning Administrator
City of Moberly
101 West Reed Street
Moberly, MO 65270-1551
(660) 263-4420
(660) 263-9398 (fax)

For Office U	se Only
Filing Fee: _	

Deposit:

Dated Filed:

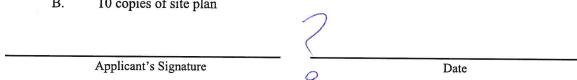
(000) 203-2326 (12)	.,	
APPLICANT INFO	ORMATION:	
Applicant: Dustin M	cCormick	Phone: (660) 651-5694
Address: 1525 S Wi		Zip: 65270
Owner: Dustin McC	ormick	Phone: (660) 651-5694
Address: 1525 S Wi	lliams	Zip: 65270
PROPERTY INFO	PRMATION:	
Address of Property	1620 N Buchanan St.	
Legal Description: J	. A. D. PARKMOBERLY: LOT 4B	
Present Zoning Class	sification: B-3 Acre	age: 1.2
Present Use of Prope	erty: Vacant Lot	
Proposed Use of Pro	perty: Commercial - DMC Concrete, LLC	
ADJACENT ZONI	NG AND LAND USE:	
	Land Use	Zoning
North	Vacant Lot	B-3
South	Commercial Building	B-3
East	Same as South above	Same as South above
West	Single-Family/Commercial Building	B-3

Does expla	the proposed site plan meet the following criteria? If yes, attach a separate sheet ining why (To be completed by the applicant).	Yes	No
1.	Does the proposal conform with the provisions of the City's Zoning regulations?	Х	
2.	Will the development be compatible with the surrounding area?	Х	
3.	Does the proposal conform with the provisions of the City's Subdivision Regulations?	N/A	
4.	Does the proposal conform to the goals, objectives and policies of the Comprehensive Plan?	Х	
5.	Does the proposal conform with the customary engineering standards used in the City?	Х	
6.	Are the streets, paths, walkways, and driveways located such that they enhance safety and minimize any adverse traffic impact on the surrounding area?	Х	
7.	Have the proposed buildings, structures, walkways, roads, driveways, open space (if any), and parking lots been located to preserve existing off-site views and create desirable on-site views, conserve natural resources and amenities including prime agricultural land, minimize any adverse flood impact, ensure that proposed structures are located on suitable soils, minimize any adverse environmental impact, and minimize any present or future cost to the City and private providers of utilities in order to adequately provide public utility services to the site.	X	

ATTACHMENTS REQUIRED:

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Λ.	Site Plan	VENIER	CHECKHSL

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CITY OF MOBERLY, MISSOURI SITE PLAN CHECKLIST

Return Form To:			For Office Use Only:			
Zoning Administrator		r	Date Filed:			
City of Moberly Date						
			Filing Fee:	iling Fee:		
		Deposit:				
(660) 263-4420						
$(660)^{2}$	263-939	8 (fax)				
1.			oject: DMC Concrete, LLC			
2.			Project: 1620 N Buchanan			
3.			ner: Dustin McCormick	PARAMON OF		
4.			son who Prepared the Site Plan: Steve Nuhn Arc	hitect		
5.	Instru	ctions				
	The f	Callaryi	as abaddist is to be completed by the 7-viv-	Administrator The	Cita Diam abali	ا ا
			ng checklist is to be completed by the Zoning			
			ata, details and supporting information, which and prepared by an architect or landscape architect.			
			engineer licensed in the State of Missouri. The			
			ze and complexity.	number of pages sur	omitted will dep	bend on the
	prope	,5 41 5 51	zo and complexity.			
	A.	Site	Plan Content Requirements: Does the Site Plan	comply with or show	v the following?	
					<u>Yes</u>	<u>No</u>
			N			
		1.	Name and address of the owner of record, deve	eloper,	AD-	
			and seal of the engineer, architect or landscape	architect.	AD AD AD	
		2.	Name and address of all owners of record of al	hutting	¥	
		۷.	parcels.	Jutting	AD	
			parcois.		11-	
		3.	All existing lot lines, easements, and rights-of-	-wav		
		٥.	Include area in acres or square feet, abutting la	nd uses	A A	
			and structures.		AU	
					-	-
		4.	The location and use of all existing and propos	ed		
			buildings and structures within the developmen	nt,		
			including all dimensions of height and floor are			
			show all exterior entrances and all anticipated			
			additions and alterations, and typical elevations		20	
			and building materials.		AU_	

	The leasting of all present and proposed public and	Lieu of	Yes	<u>No</u>
5.	The location of all present and proposed public and private ways, driveways, sidewalks, ramps, curbs and fences. Location type and screening details for all w disposal containers shall also be shown.	i	AD	
6.	The location of required parking areas including park stalls, setbacks and loading and service areas.	cing	AB	
7.	The location, height, intensity, and bulb type (e.g., fluorescent, sodium incandescent) of all external light fixtures. The direction of illumination and methods eliminate glare onto adjoining properties.		AB	
8.	The location, height, size, materials, and design of al proposed signage.	1 Wally	AD	
9.	A landscape plan showing all existing open space, treforest cover and water sources, and all proposed chart to these features including the size and type of plant material. Water sources will include ponds, lakes, be streams, wetlands, flood plains, and drainage retention areas.	nges rooks,	AD	
10.	The location of all existing and proposed utility systematic including:	ems		
	a. Sewer lines and manholes;		AN	()[
	b. Water lines and fire hydrants;		AN	
	c. Telephone, cable and electrical systems; and		AD	
	d. Storm drainage system including existing and proposed drain lines, culverts, catch basins, her walls, end walls, hydrants, manholes, and drain swells.		AD	
11.	Plans to prevent the pollution of surface or groundwa the erosion of soil both during and after construction excessive run-off, excessive raising or lowering of the water table, and flooding of other properties, as appli		Bio Retention SHI Fence	
12.	Existing and proposed topography shown at not more two-foot contour intervals. All elevation shall refer tunited States Geodetic Survey (U.S.G.S.) datum. No building shall be located in the 100-year flood plain.	to	AP	

13.	Existing and proposed zoning district boundaries adjacent	<u>1 es</u>	110
	to the site's perimeter shall be drawn and identified on the plan.	AD	
14.	Traffic flow patterns within the site, entrances and exits, loading and unloading areas, curb cuts on the site and within 100 feet of the site.	Mo Dot ds	
15.	A detailed traffic study for mixed use and multi-tenant developments, or for developments in heavy traffic areas, if required by the Zoning Administrator, to include:		
	 The projected number of motor vehicle trips to enter or exit the site, estimated for daily and peak hour traffic level. 	NA	
	b. The projected traffic flow pattern including vehicular movements at all major intersections likely to be affected by the proposed use of the site; and		
	c. The impact of this traffic upon existing abutting public and private ways in relation to existing road capacities. Existing and proposed daily and peak hour traffic levels, as well as road capacity levels, shall also be given.		
Desig	gn Standards:		
1.	Does the building rooftop have at least two of the following features: Parapets concealing flat roofs and roof top equipment; overhanging eaves; sloped roofs; and three or more roof slope planes?	Als	
2.	Are roof mounted equipment, including ventilators and satellite dishes, screened from view (100 percent opacity) or isolated so as to not be visible from ground level of any adjacent public thorough-fare or residentially-zoned area, up to a maximum of 300 feet away and is the appearance of the roof screens coordinated with the building to maintain a unified appearance?	AD	
3.	Are all electrical and mechanical equipment located adjacent to the building and visible from any adjacent public thoroughfare or residentially-zoned area screened from view (100 percent opacity), up to a maximum of 300 feet away and are such screens and enclosures treated as integral elements of the buildings appearance?	Screened	

B.

			Yes	No
4.	tran and sub nec are	sept for meters, electric and telephone service pedestals, asformers, three-phase feeder lines, subtransmission transmission lines (34.5kv and above), electrical stations and such other facilities as the utility may deem essary to install utilizing "overhead" type construction, all telephone and cable television lines, electrical vices and distribution lines placed underground?	AD	
5.		all gas meters in any front yards, located within three of the building foundation?	AD	
6.	con	the form and proportion of buildings consistent or apatible with the scale, form and proportion of existing elopment in the immediate area?	Ad	
7.	desi	estrian access shall be an integral part of the overall ign of each multifamily, commercial, and industrial elopment.		
	a.	Does the pedestrian access provide safe and convenient access to and from off-street parking areas?		
	b.	Does the pedestrian access connect with abutting properties and developments so as to create an alternative means of transportation for residents of the city?		
	c.	Are sidewalks at least 5 feet in width provided along all sides of a lot abutting a dedicated public or private street?	fee in lieu	of
	d.	Is there a continuous internal pedestrian sidewalk provided from the perimeter public sidewalk to the principal customer entrance(s)?		
	e.	Does the internal sidewalk feature landscaping, benches, and other such materials and facilities for no less than 50 percent of its length?		
	f.	Are sidewalks provided along the full length of the building along any facade featuring a customer entrance and along any facade abutting a public parking areas?	AB	

	g.	Are sidewalks located at least five feet away from	Yes	<u>No</u>
	ъ.	the building facade to provide planting areas for landscaping along the foundation of the building?		
	h.	Are internal pedestrian sidewalks distinguished from driving surfaces through the use of special pavers, bricks, or scored concrete to enhance pedestrian safety and the attractiveness of the sidewalks?		
8.	throu	hitectural design should create visual interest agh the use of different textures, complementary rs, shadow lines and contrasting shapes.		
	a.	Will the buildings have a variation of detail, form, and siting to provide visual interest?		
	b.	Are loading docks, trash enclosures, outdoor storage and similar facilities and functions incorporated into the over-all design of the building and the landscaping so that the visual and acoustic impacts of these functions are reduced to as great an extent as possible and are out of view from adjacent properties and public streets?		
	c.	Do building facades 100 feet or greater in length incorporate recesses and projections along at least 20 percent of the length of the building facade?	Awning @	
	d.	Do windows, awnings, and arcades total at least 60 percent of the facade length abutting any public street?		X_
	e.	Does any building facade 100 feet or greater in length abutting a residential district, have an earth berm of at least six feet in height installed between the building facade and the abutting residential district and is the earth berm landscaped with evergreen trees at intervals of at least 20 feet on center, or in clusters?		×
9.	minii	mum Exterior Building Material Standards: Does a num of 50% of each exterior wall consist of one or of the following materials?:		
	a.	Masonry: Masonry construction, which includes solid cavity faced or veneered-wall construction, or similar materials.		_X
	b.	Glass Walls: Glass walls shall include glass curtain walls or glass block construction.		×

		Yes	<u>No</u>
3 .	Wood other than exposed plywood paneling.		
1.	Concrete finish or pre-cast concrete panel (tilt wall) that has exposed aggregate, hammered, sandblasted or covered with a cement-based acrylic coating.		√
Э.	Metal panels with a depth of one inch or more; or a thickness of U.S. Standard 26 gauge or more.	AD	

City of Moberly!

Memorandum

To: Planning and Zoning Commission

From: Planning Staff

Subject: 1620 N Buchanan Site Plan Review

Meeting: February 26, 2024

Public Hearing to consider:

Notice of Public Hearing for a site plan review application submitted by Dustin McCormick for a new commercial building located at 1620 N Buchanan Street. This property is currently zoned B-3 (General Commercial District).

Comments:

Location: 1620 N Buchanan St

Zoning Compatibility: Use is compatible with the district. **Intended Use:** Storage and office for DMC Concrete business.

<u>Landscaping design:</u> Dumpster Screening is provided. Adjacent to commercial, no other buffering required. The plan is to keep and maintain existing green space that is not needed for driving areas and minimize disturbance to the site. Provided stormwater runoff basin for increased hard surfacing through the development of the lot.

<u>Public areas:</u> (46-177) Parking – Adequate parking is provided currently. The owner indicated on site plan that they plan to contribute a fee-in-lieu of for sidewalks instead of installation of sidewalks.

Submission requirements: Site Plan Review associated with Improvements all submitted.

City Staff Review:

The City Staff Review did not yield any additional concerns based on the complete site plan application. The use is compatible and will improve the area. All public areas and development items are included except the elevation views of the building, which are intended to be submitted with the building plans.

City staff recommend approval of the Site Plan Review as presented.

Text Amendment approvals do require additional approval by the City Council for acceptance as an ordinance into the Code of Ordinances in Moberly, MO.

Respectfully Submitted Aaron Decker

