



# Planning & Zoning Commission Meeting

Monday, April 24, 2023 at 6:30 pm

## CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

### 1. CALL TO ORDER

### 2. ROLL CALL

Commissioners: Susan Aleshire, Brian Maenner, Lynn Behrns, Dale Hughes, Phil Hoffman, Landon Magley, David Wilkins, Chris Cox

### 3. PLEDGE OF ALLEGIANCE

### 4. REVIEW & APPROVAL OF PRIOR MEETING MINUTES

#### Attachments:

- [planning-zoning-commission-meeting\\_minutes\\_2023-02-22\\_185437](#) (planning-zoning-commission-meeting\_minutes\_2023-02-22\_185437.pdf)

## ACTION AGENDA

### 5. DISCUSSION INVOLVING CHAPTER 30.1 SUBDIVISION OF LAND

- a. Section 30.1-6 Subsection C
- b. Section 30.1-13 Subsection E
- c. Section 30.1-16 Subsection D

### 6. DISCUSSION INVOLVING CHAPTER 30, SECTIONS 12 & 13

### 7. AS MAY ARISE

### 8. ADJOURN

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Contact: Tara Strain, City Administrator (tara@centraliamo.org (573) 682-2139) | Agenda published on 03/14/2023 at

4:09 PM



## Planning & Zoning Commission Meeting

### Minutes

Wednesday, February 22, 2023 at 6:30 pm

### CENTRALIA CITY HALL COUNCIL CHAMBERS

114 S. Rollins Street, Centralia, MO 65240

#### 1. CALL TO ORDER

**Minutes:**

Mayor Cox called the meeting to order at 6:31 pm.

#### 2. ROLL CALL

**Minutes:**

Commissioners Brian Maenner, Lynn Behrns, Phil Hoffman, and Chris Cox answered roll call in person. Commissioner Dale Hughes answered roll call via zoom meeting on phone.

Commissioners absent: Susan Aleshire, Don Bagley, Landon Magley, and David Wilkins. Others present: City Administrator Tara Strain, City Clerk Marilyn Dick, Public Works and Utilities Director Matthew Rusch. Citizens present: Jon Smith, Cody Smith, Don Bormann.

#### 3. PLEDGE OF ALLEGIANCE

**Minutes:**

Mayor Cox led everyone in reciting the Pledge of Allegiance.

#### 4. REVIEW & APPROVAL OF PRIOR MEETING MINUTES

**Minutes:**

Commissioner Hughes made a motion to approve the 11-07-22 meeting minutes as presented.

Commissioner Hoffman seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

### ACTION AGENDA

#### 5. Approving the Final Plat of Mystic Ridge Subdivision, Plat 2

##### a. Discussion

**Minutes:**

City Administrator Strain presented a Mystic Ridge Subdivision Final Plat 2 copy, Luebbert Engineering Response, Bormann Surveying remarks, and a summary memo for commission consideration.

## **b. Commission Recommendation**

### **Minutes:**

Administrator Strain reported the City staff reviewed the submitted final plat and agree that it meets the requirements of the policy, with the following recommended conditions: 1) No improvement work can commence until a Missouri DNR land disturbance permit has been provided to the City, 2) The Developer shall be required to set aside funds in an escrow account to be used for the construction of curb and gutter and sidewalk along the north side of Lakeview Street whenever the City is able to rebuild and widen that street and the amount of the escrowed funds shall be based on the length of the developer's residential lots bordering on Lakeview Street; 3) The Developer will set up a land subdivision bond or escrow agreement with the City; 4) The Developer will submit as-built drawings after improvements are in place, but before the City recommends acceptance of them by the Board; 5) The Developer shall provide an improvements guarantee.

Commissioner Behrns stated the City also has a one year warranty after the fact. Don Bormann advised there will be one additional condition: the original Plat was signed by Jon Smith, who has formed a new LLC. A new plat will need to be signed by the new LLC.

Discussion was held regarding naming a street Mystic Circle versus Mystic Drive.

Commissioner Maenner recommended leaving the name Mystic Drive all the way thru. City Administrator Strain will work on assigning numbers to the locations.

Commissioner Maenner made a motion to approve the Mystic Ridge Subdivision Final Plat 2 as presented, with the conditions listed above. Commissioner Behrns seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously. Vote results: Ayes: 5; Nays: 0; Absent: 4.

## **6. Utility Easement Vacation of Mystic Ridge Plat 2**

### **Minutes:**

Don Bormann reported that Mystic Ridge Plat 1 granted off site easements, but some of these were later discovered to contain errors. A request was made to vacate the existing easements and replat them to match the current plat. Commissioner Behrns asked if any would be done in phase 1; Don Bormann replied that all vacating would be in phase 2. Commissioner Hughes made a motion to approve Utility Easement Vacation of Mystic Ridge Plat 2 to be supplemented with the final plat. Commissioner Hoffman seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

Vote results: Ayes: 5; Nays: 0; Absent: 4

## **7. AS MAY ARISE**

### **a. Setting Date for Public Hearing to Update Subdivision Code**

### **Minutes:**

Discussion was held regarding setting a public hearing to update subdivision codes. The commission requested a planning meeting prior to setting a public hearing. Commissioner Behrns made a motion to set a P & Z planning meeting for March 15 at 6:30 pm.

Commissioner Hughes seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously. Vote results: Ayes: 5; Nays: 0; Absent: 4

## 8. ADJOURN

### **Minutes:**

There being no further business to discuss, Commissioner Hughes made the motion to adjourn the meeting. Commissioner Maenner seconded the motion. On a call by the Mayor for ayes and nays the motion carried unanimously.

The meeting was adjourned at 7:08 pm.