AGENDA

The City of Rolla
Planning & Zoning Commission
Rolla City Council Chambers, 901 North Elm Street
Tuesday, April 13th, 2021

Commission Members: Chairperson Don Brown, Russell Schmidt, Walte Bowe, Robert Anderson, Jody Eberly, Kevin Crider, Janece Martin, Monte Shields, Steven Shields

I. APPROVE MINUTES:
   Review of the Minutes from the Planning and Zoning Commission meeting held on March 9, 2021.

II. REPORT ON RECENT CITY COUNCIL ACTIONS:

   1. SUB21-01 DCM Holdings: A minor subdivision to reorganize portions of two platted subdivisions into two commercial lots located at 608 W. 6th Street and 623 W. 7th Street. The first ordinance reading was conducted by City Council on April 5th, 2021. The second reading is being postponed until revised plat is received.

   2. Major Thoroughfare Plan Resolution: Resolution for an amendment to the Major Thoroughfare Plan for the University Avenue realignment. This request was approved by City Council on March 15, 2021.

III. OLD BUSINESS: NONE

IV. PUBLIC HEARING NONE

   1. ZON21-01: Rezoning for a property located at 512 East 18th Street from M-2, Heavy Manufacturing to C-3, Highway Commercial.

V. NEW BUSINESS NONE


VI. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE, OR STAFF: NONE

VII. CITIZEN COMMENTS:

NEXT MEETING DATE: Tuesday, May 11th, 2021
MINUTES
ROLLA PLANNING AND ZONING COMMISSION MEETING
ROLLA CITY HALL COUNCIL CHAMBERS
TUESDAY, MARCH 9th, 2021

Presiding: Don Brown, Chairperson
Commission Members Present: Russell Schmidt, Walte Bowe, Janece Martin, Kevin Crider, Steven Shields
Commission Members Absent: Robert Anderson, Jody Eberly, Monte Shields
City Officials in Attendance: Tom Coots, City Planner, Madelyn Brown, Administrative Assistant, Steve Flowers, Community Development Director/Building Codes, Darin Pryor, Engineering

I. APPROVE MINUTES: Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, February 9th, 2021. Chairperson Don Brown approved the minutes as printed and distributed.

II. REPORT ON RECENT CITY COUNCIL ACTIONS:
   1. CUP21-01, 4060 HyPoint North: A request for a conditional use permit to allow an “Arsenals and Munitions Storage” use in the M-2, Heavy Manufacturing District at 4060 HyPoint North. This request was approved by City Council on February 15th, 2021.

III. NEW BUSINESS:
   1. SUB21-01; DCM Holdings: A request for a minor subdivision to reorganize two platted subdivisions into two commercial lots located at 608 West 8th Street and 623 West 7th Street.

   Tom Coots explains that there are two buildings that exist in the area, the larger building is currently unoccupied but formerly a Ford dealership and the smaller building houses a fitness gym. The minor subdivision request would combine several platted lots, a portion of a lot, and a former alley, and create two commercial lots. This would allow for the existing buildings to be sold on separate lots. The lots are currently zoned as C-2, General Retail District. Small adjustments will be needed to the survey prior to recording, but all else appears to comply.

   Russ Schmidt asks if the sign located on the plan facing the north sign is existing. Coots confirms that the sign is existing. Steven Shields asks what the concrete wall is intended for. The Surveyor confirms that it is just a 4x4 monument that is used as a marker.

   Don Brown asked if there were any further questions from commissioners.
Seeing none, **Brown** entertained a motion.

*A motion was made by Janice Martin, seconded by Steven Shields to recommend approval of the request for a minor subdivision to reorganize portions of two platted subdivisions into two commercial lots located at 608 West 6th Street and 625 West 7th Street. A roll call vote on the motion showed the following: Ayes: Bowe, Martin, Schmidt, Steven Shields, Crider. Nays: None. Absent: Anderson, Eberly, Monte Shields. The motion passes unanimously.*

IV. **PUBLIC HEARING:**

1. **Major Thoroughfare Plan Resolution:** Amendment to the Major Thoroughfare Plan for the University Drive realignment.

Prior to the introduction of the item, **Don Brown** asked for motion to appoint **Walte Bowe** as the Secretary of the Planning and Zoning Commission. The proposed resolution requiring the signature of both the Chairperson and the Secretary and the previously appointed secretary, **Robert Anderson**, having been absent from the meeting.

**Coots** explains that the Major Thoroughfare Plan component of the Comprehensive plan developed in 2000, updated in 2005. The Rolla West Plan was added as an element in 2006. There was discussion at the previous Planning and Zoning Commission about the direction that should be taken when revising the Major Thoroughfare Plan. Since then, it was decided that it would be best to focus on the University Drive alignment and save any other changes for another time.

In 2015, the TDD Move Rolla Transportation plan was introduced, which was responsible for the recent Highway 72 extension and pedestrian bridge. The University Drive realignment will shift south to the proposed alignment. The proposed amendment would also change the status of University Drive from a collector road to an arterial road to better match the function of the proposed road.

In order for the University Drive realignment project to commence, the Major Thoroughfare Plan must be amended. Bids for the project have already been opened and may soon be accepted, so the next step is getting approval to amend the plan.

**Brown** asks if the commissioners have any questions for **Coots** or **Darin Pryor**. Seeing none, Brown opens the Public Hearing. There were no questions or comments from the audience. **Brown** closes the Public Hearing and entertains a motion.

*A motion was made by Russ Schmidt, seconded by Janece Martin, to adopt a resolution to approve the Major Thoroughfare Plan and recommend that the City Council also approve the amendment. A roll call vote on the motion showed the following: Ayes: Bowe, Martin, Schmidt, Steven Shields, Crider. Nays: None. Absent: Anderson, Eberly.*
Monte Shields. The motion passes unanimously. The resolution was signed by Brown and Bowe.

V. OLD BUSINESS: NONE

VII. OTHER BUSINESS / REPORTS FROM COMMITTEE OR STAFF: NONE

VII. CITIZEN COMMENTS: NONE

Meeting adjourned: 5:53 p.m.
Minutes prepared by: Madelyn Brown

NEXT MEETING: April 13th, 2020
Meeting Date: April 13, 2021

Subject: Map Amendment (rezoning): 512 E 18th Street from the M-2, Heavy Manufacturing district to the C-3, Highway Commercial district

Background: The applicant leases the property and has sub-leased the property for commercial uses. However, at that time the sub-leaser was informed that the commercial use would require a rezoning to be able to continue. That particular use ceased operations a few months ago.

The applicant seeks to use the building for an indoor batting cage and baseball training facility. The facility is not planned to be open to the public at this time, rather, a team or group would rent the entire facility for exclusive use or would have exclusive access at certain times or days.

The property is currently served by a partially paved driveway and parking area. Ordinarily, a change in use would require that the parking and paving be paved. In this case, the applicant has verified that the area is mostly paved but partially covered in gravel to fill potholes.

Application and Notice:
- Applicant - Andrew Almany
- Owner - Patricia Ransdall
- Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Rolla Daily News; signage posted on the property; information available on city website
- City Council Date - April 19, 2020

Property Details:
- Current zoning - M-2, Heavy Manufacturing to C-3, Highway Commercial
- Current use - Vacant
- Proposed use - Indoor batting cages and baseball training
- Land area - About 28,000 sq. ft.

Public Facilities/Improvements:
- Streets - The subject property has frontage on 18th Street, an arterial road.
- Sidewalks - No sidewalks are currently located adjacent to the subject property. Sidewalks may be required if the property is re-developed.
- Utilities - The subject property should have access to all needed public utilities.
- Drainage - The property is already fully developed.

Comprehensive Plan: The Comprehensive Plan designates the subject property as being appropriate for Community Commercial uses.
Discussion: The subject property is located in an area in transition from more manufacturing and industrial uses to more commercial uses. The area used to be more isolated, but 18th Street/Walnut now connects across the railroad tracks. With the additional visibility, the area was designated as appropriate for commercial uses in the 2000/2005 Comprehensive Plan – a departure from the previous plans. Three other formerly industrial properties have been rezoned to allow for commercial uses.

The industrial zoning allows for many uses which would not be compatible near the adjacent residential areas. Commercial zoning would allow for a transition to more compatible and expected uses for the area. Ideally, the entire area south of 18th Street and most areas west of the railroad tracks would be rezoned from the M-2 zoning.

The requested C-3, Highway Commercial zoning would allow for the planned batting cage use. The C-2, General Retail district would also allow for the proposed use in addition to further limiting the commercial uses allowed.

Rezoning Approval Criteria:
A rezoning application must be reviewed to ensure that the following criteria are considered:
1. Consistency with the intent of the adopted Comprehensive Plan;
2. Changed or changing conditions in the neighborhood;
3. Compatibility with the uses permitted in the immediate vicinity;
4. Adequacy or availability of utility service and facilities;
5. Impacts on vehicular and pedestrian traffic safety;
6. Correction of an error in the application of this Article;
7. Viability of economic uses of the subject property if the proposed rezoning is denied; and
8. Relevant information submitted at the public hearing.

Findings:
1. The requested commercial zoning is consistent with the Comprehensive Plan.
2. Other properties in the area have been zoned to the C-3 district from industrial zoning.
3. Industrial zoning allows for incompatible uses for the area; Commercial zoning would allow for more compatible and expected uses.
4. The subject property is part of a larger area which should also be considered for rezoning from the M-2 district.

Alternatives:
1. Find the request meets the criteria for approval and recommend the City Council approve the request for a map amendment (rezoning) of the subject property.
2. Find that some form of commercial zoning meets the criteria for approval and recommend the City Council approve the request for a map amendment (rezoning) of the subject property to the C-2, General Retail or C-1, Neighborhood Commercial districts.
3. Find that the proposed map amendment (rezoning) is not an appropriate use for the property and recommend that the City Council deny the request.
4. Find that additional information and discussion is needed prior to making a recommendation and table the request to a certain date.

Prepared by: Tom Coots, City Planner
Attachments: Public Notice Letter, Application, Letter of Request
# Land Use Application

**Contact Information:**
- **Property Owner:** Patricia Randell
  - Name(s)
  - 503 Wildwood Lane
  - Waynesville, MO 65583
  - Phone: 573-528-4161
  - Email: sprandell@earthlink.net
- **Agent/Applicant (If Different Than Property Owner):**
  - Andrew Almany
  - Name
  - 203 Ave Ct.
  - St James, MO 65401
  - Phone: 314-435-0157
  - Email: almany7@gmail.com

**Property/Request Information:**
- **Request:**
  - ✓ Rezoning
  - Planned Unit Development
  - Conditional Use Permit
  - Annexation
  - Text Amendment
- **Property Address/Location:**
  - 512 E 18th St, Rolla, MO 65401
- **Property Zoning (Current and Proposed):**
  - Current: M-2
  - Proposed: C-3
- **Development:**
  - Batting Cages & Training Facility
  - Proposed Development/Project/Amendment

## Application Checklist:
- Completed Application Form [☐]
- Agent Letter (If Applicable) [☐]
- Filing Fee - $375 (Rezoning/CUP); $475 (PUD); $300 (CUP/PUD Amendment); $62.50 (Annexation for advertisement) [X]
- Legal Description (Unplatted and Irregular Lots Only) [☐]
- Site Plan (If Applicable) [☐]
- Letter of Request/Project Report (If Applicable) [☐]

## Office Use Only:
- **Case No:** 2021-01
- **DRC Meeting Date:** 3.16.21
- **PC Hearing Date:** 4.13.21
- **Submission Date:** 3.3.21
- **Advertise By:** 3.18.21
- **CC Hearing Date:** 4.19.21
INFORMATION:

Rezonings (Map Amendments) are reviewed to meet the following criteria:
1. Consistency with the intent of the Rolla Comprehensive Plan.
2. Changed or changing conditions in the neighborhood.
3. Compatibility with other properties in the immediate vicinity.
4. Adequacy of utility service and facilities.
5. Impact on vehicular and pedestrian traffic safety.
6. Correction of an error in the application of the zoning regulations.
7. Viability of economic use of the subject property if rezoning is denied.
8. Relevant information received at the public hearing.

PUD’s (Planned Unit Developments) are reviewed to meet the following goals:
1. Implementation of the Rolla Comprehensive Plan.
2. Efficient use of land to protect/preserve natural features of the land.
3. Harmonious and coherent site and building design to create a sense of place.
4. Direction of development to existing or proposed transportation and utility facilities.

CUP’s (Conditional Use Permits) are reviewed to meet the following standards:
1. Compliance with zoning district regulations.
2. Impact to traffic or pedestrian safety and mitigation.
3. Not dominating the immediate neighborhood.
4. Provision of adequate parking facilities.
5. Adequacy of utilities and drainage facilities.
6. Compatibility with surrounding vicinity.

Annexation requests must include a notarized petition that includes the following statements:
1. That all property owners or agents have signed the application.
2. That the property is not part of any incorporated municipality and is contiguous to the city of Rolla limits.
3. That the applicants request to be annexed as authorized by RSMo. Section 71.012.

Text Amendment requests must include a letter/report with includes the following:
1. Reasons for amending the codes and demonstrating that the request serves the general welfare and preserves the community interest.
2. Proposed modifications with proposed language in underline and language to be removed in strikethrough.

Acknowledgement and Authorization:
The owner(s) understand and agree that the application will be placed on hold until a complete application and all required items on the checklist are received. The owner(s) understand and agree to permitting employees of the City of Rolla to enter the subject property for purposes of posting a yard sign(s), retrieving the yard sign(s), taking photographs of the property/building(s), and investigating the property for pertinent information related to the request. Should ownership of the property change after the application is submitted, authorization is required from the new owner to continue with the review of the request, or the request will be withdrawn from consideration. The undersigned understands that refunds may be provided if the request is withdrawn prior to the Planning Commission hearing, less any costs already incurred.

Property Owner(s):

[Signatures]

[Print Name]

Applicant/Agent (If Different From Owner)

[Signature]

[Print Name]

[Signature]

[Print Name]
Project Information:
Case No: ZON21-01
Location: 512 E 18th Street
Applicant: Patricia Ransdall
c/o Andrew Almany
Request: Rezoning from the M-2, Heavy Manufacturing district to the C-3, Highway Commercial district

Public Hearings:
Planning and Zoning Commission
April 13, 2021
5:30 PM
City Hall: 1st Floor
City Council
April 19, 2021
6:30 PM
City Hall: 1st Floor

For More Information Contact:
Tom Coots, City Planner
tcoots@rollacity.org
(573) 426-6974
901 North Elm Street
City Hall: 2nd Floor
8:00 – 5:00 P.M.,
Monday - Friday
Who and What is the Planning and Zoning Commission?

The Planning and Zoning Commission is an appointed group of citizens from Rolla who are charged with hearing and deciding land use applications, such as zoning and subdivisions. The Commission takes testimony and makes a recommendation to the City Council.

What is a Rezoning (Map Amendment)?

A Rezoning is a request to change the zoning of a property from one zoning district to another. Usually a rezoning would allow for a property to be used differently than in the past, or may allow for development or redevelopment.

What is Zoning?

The City of Rolla has adopted zoning regulations that divide the city into separate areas that allow for specified uses of property. For example, generally only residential uses are allowed in residential zones; commercial uses in commercial zones; etc..

How Will This Impact My Property?

Each case is different. Adjacent properties are more likely to be impacted. Please contact the Community Development Office at (573) 426-6974 if you have any questions.

What If I Have Concerns About the Proposal?

If you have any concerns or comments, please try to attend the meeting. You may learn details about the project at the meeting. You will be given an opportunity to ask questions or make comments.

You do have the right to gather signatures for a petition. If a petition is received by 30% of the land owners (by land area) within 185 feet of the subject property, such request would require approval of 2/3 of the City Councilors. Please contact the Community Development Office for a property owner list.

What If I Cannot Attend the Meeting?

Please try to attend the meeting if you have any questions or concerns. However, if you are unable to attend the meeting, you may provide written comments by letter or email. These comments will be presented to the Board.

What If I Have More Questions?

Please contact the Community Development Office if you have any additional questions.

LEGAL DESCRIPTION

All that part of the Northwest Quarter of the Southwest Quarter of Section 1, Township 37 North, Range 8 West of the 5th P.M. in Rolla, Missouri, described as follows: Commencing at the Southeast corner of Block 15, Schuman’s Addition to Rolla, Missouri; thence North 89 degrees -33’ – 20” East, 107.4 feet along the North line of 17th Street extended to the true point of beginning of the tract hereinafter described: thence continuing North 89 degrees – 33’ – 20” East, 141.27 feet along the North line of 17th Street extended to the West right-of-way of Burlington-Northern Railroad; thence North 23 degrees – 21’ – 40” East, 217.45 feet along said West right of way; thence North 66 degrees – 38’ – 20” West, 40.0 feet along the South right-of-way of Old St. Louis-Springfield Road; thence North 23 degrees – 21’ – 40” East, 79.67 feet; thence South 23 degrees – 20’ – 40” West, 262.32 feet to the true point of beginning. Above tract contains .75 acres +/-.

Less and except the following:

A fractional part of the Northwest Quarter of the Southwest Quarter of Section 1, Township 37 North, Range 8 West of the 5th P.M. described as follows: Commencing at the Southeast Corner of Block 15 of Schuman’s Addition, Rolla, Missouri; thence North 89 degrees – 12’ – 50” East, 107.53 feet to the southeast corner of a parcel described in Phelps County Deed Records at Document No. 2007-4856, the true point of beginning of the hereinafter described tract: Thence North 22 degrees – 52’ – 50” East, 45.35 feet along the easterly line of said Document No. 2007-4856 parcel; thence South 77 degrees – 41’ – 50” East, 131.38 feet to the westerly right of way of the Burlington Northern-Santa Fe Railroad; thence South 22 degrees – 51’ – 10” West, 12.29 feet along said westerly right of way to the northeast corner of a parcel described in Phelps County Deed Records at Document No. 2007-5448; thence South 89 degrees – 00’ West, 141.24 feet along the North line of said Document No. 2007-5448 parcel to the true point of beginning. Above described tract contains 0.09 acre, more or less, per plat of survey J-1074, revised April 16, 2014, by Archer-Elgin Surveying and Engineering, LLC.
March 4, 2021

Letter of Intent: 512 E. 18th Street

To Whom It May Concern:

512 E. 18th street is a 28,749 square foot lot with a 4,000 square foot lot manufactured steel building on the lot. Our intent for the building is to provide a baseball/softball hitting facility for both local members of the city of Rolla and to also bring in individuals outside of Rolla as well.

The training facility will host 3 operational batting cages and will operate 24/7 via key code access. The building will have minimal staffing and will be monitored 24/7 by Central Dispatch here in Rolla, MO. The business will be managed by Three-Two Enterprises, LLC.

Our goal for this project is to not only supply a much-needed facility to the members of the community but to also strong business to the City of Rolla.

Sincerely,

Andrew Almany & Duane Spurgin
Meeting Date: April 13, 2021

Subject: Drury Development Addition: Final Plat for Minor Subdivision to subdivide property located at 2004/2006 N Bishop into two commercial lots.

Background: The subject property is currently one large tract with several commercial uses on the same property. Currently, a restaurant, motel, telecommunications towers, and billboard are located on the property. The applicant seeks to subdivide the property into two commercial lots, with the restaurant on one lot, and the motel and other uses on the other lot so they can be sold separately. The lots may then be redeveloped or further developed.

The property is zoned C-2, General Retail as well as M-2, Heavy Manufacturing. There may be a need for rezoning portions of the property depending on how it is redeveloped.

Application and Notice:
Applicant/Owner- Graham Ruopp (Drury Development Corporation)
Public Notice - Information available on city website
City Council Date - April 19, 2021

Property Details:
Current zoning - C-2, General Retail and M-2, Heavy Manufacturing
Current use - Commercial (Steak and Shake restaurant and Pear Tree Inn motel)
Proposed use - Not disclosed
Land area - Lot 1: 1.74 acres; Lot 2: 6.81 acres

Public Facilities/Improvements:
Streets - The subject property has frontage on Bishop Ave, an arterial road.
Sidewalks - Sidewalks are no located adjacent to the property. Sidewalks may be required if the property is redeveloped.
Utilities - The subject property should have access to all needed utilities.
Drainage - Drainage will be reviewed at the time of development, if redeveloped.

Comprehensive Plan: The Comprehensive Plan designates the subject property as being appropriate for Community Commercial uses.

Discussion: The proposed plat appears to meet all zoning and subdivision requirements. Lot 2 would not have frontage on Bishop Ave, but would be accessed through an access easement. Commercial lots are not required to have road frontage. The plat will allow for the existing buildings to be sold on separate lots. The plat would also grant several easements that were needed for existing utilities.
Findings:
1. The proposed minor subdivision would create two commercial lots.
2. The subdivision will allow for the existing buildings to be sold on separate lots and may allow for further development or redevelopment.
3. The plat appears to be in compliance with all applicable zoning, subdivision, and other requirements.

Alternatives:
1. Find the request meets all applicable requirements and recommend the City Council approve the request.
2. Find that the request does not meet all applicable requirements and recommend that the City Council deny the request.
3. Find that the request could meet all applicable requirements with the imposition of reasonable conditions and recommend that the City Council conditionally approve the request.
4. Find that additional information and discussion is needed prior to making a recommendation and table the request to a certain date.

Prepared by: Tom Coots, City Planner
Attachments: Application, Plat, Area Map
Project Information:
Case No: SUB20-01
Location: 2004/2006 N Bishop
Applicant: Drury Development Corporation
Request: Minor Subdivision to create two commercial lots

For More Information Contact:
Tom Coots, City Planner
tcoots@rollacity.org
(573) 426-6974
901 North Elm Street
City Hall: 2nd Floor
8:00 – 5:00 P.M.
Monday - Friday
Final Plat of
DRURY DEVELOPMENT ADDITION
A Minor Subdivision, being a Fractional Part of Lot 2 NW/4,
Section 1, T37N, RBW; Rolla, Phelps County, Missouri