

AGENDA

**The City of Rolla
Planning & Zoning Commission
Rolla City Council Chambers, 901 North Elm Street
May 11, 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 April 13th, 2021

II. REPORT ON RECENT CITY COUNCIL ACTIONS:

ZON21-01: Rezoning for a property located at 512 East 18th Street from M-2, Heavy Manufacturing to C-3, Highway Commercial. **This request was approved by City Council on May 3rd, 2021**

SUB20-01, Drury Development Addition: Final Plat for Minor Subdivision to subdivide property located at 2004/2006 N Bishop into two commercial lots. **This request was approved by City Council on May 3rd, 2021**

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 625 W. 7th Street. **This request was approved by City Council on May 3rd, 2021**

III. OLD BUSINESS: **NONE**

IV. PUBLIC HEARING: **NONE**

V. NEW BUSINESS:

1. **SUB21-02, Deer Crossing East V:** A request for a minor subdivision to create two lots located at 511 Christy Drive.

2. **SUB21-03: Jared+Jared Designs Plat No. 1:** A request for a minor subdivision to create two lots located at 810 Soest Road.

VI. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE, OR STAFF:

Discussion and Presentation: Schuman/Ber Juan Neighborhood Plan (No action)

VII. CITIZEN COMMENTS: **NONE**

NEXT MEETING DATE: **June 8th, 2021**

MINUTES
ROLLA PLANNING AND ZONING COMMISSION MEETING
ROLLA CITY HALL COUNCIL CHAMBERS
TUESDAY, APRIL 13th, 2021

Presiding: Don Brown, Chairperson

Commission Members Present: Russell Schmidt, Walte Bowe, Jody Eberly, Kevin Crider, Steven Shields

Commission Members Absent: Robert Anderson, Janece Martin, Monte Shields

City Officials in Attendance: Tom Coots, *City Planner*, Madelyn Brown, *Administrative Assistant*

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

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 West 6th Street and 623 West 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 15th, 2021.**

III. OLD BUSINESS: NONE

IV. PUBLIC HEARING:

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

Tom Coots introduces the case explaining that the applicant's plan is to rezone this property from M-2, Heavy Manufacturing, to C-3, Highway Commercial in order to house an indoor Batting Cages and Baseball Training Facility. Although the areas to the West and the South are residential zones, the surrounding area is mostly zoned M-2, with nearby locations zoned C-3. According to the Comprehensive Plan, it is recommended that this region be zoned commercial. Initially, the area was an industrial area that was separated from the main part of town because 18th Street did not cross the railroad tracks, but now Rolla is more developed there are nearby neighborhoods as well as businesses.

In the Schuman/Ber Juan Neighborhood Plan, which has not yet been adopted, it was recommended that this area be rezoned for commercial uses.

Russ Schmidt asked if the driveway for the property is a public street. **Coots** says that as of now, it is hard to say who owns the driveway. It may be owned by the railroad. **Schmidt** asked if the road were to be owned by the railroad, if it would be an issue. **Brown** asks if it would be possible to get an egress off of Walnut Street. **Coots** explains that the lot does not have frontage on Walnut Street, and it would more than likely not be a problem if the road were to be owned by the railroad since it has been shared for many years. **Schmidt** asks if the levels of potential traffic raise any concern considering that it would be located next to a railroad. **Coots** says that he did not receive any concern from the Public Works Department. It is an existing driveway, and is across the street from another road. When rezoning from Industrial to Commercial, it is not likely to make much of a difference in traffic. **Schmidt** expresses more concern with traffic levels. **Brown** agrees that there may be increased levels of traffic due to the railroad and the amount of roads that intersect at weird angles.

Brown opens the Public Hearing and asks that anyone who wish to speak. Seeing none, **Brown** closes the Public Hearing.

Brown asks if there are additional comments from commissioners. **Jody Eberly** explains that she has no concern rezoning this property to C-3, but asks **Coots** if it would make more sense with the Neighborhood Plan to rezone to C-2 instead. **Coots** explains that it could be a good idea to rezone to C-2. The C-3 zoning does fit better with the current adjacent uses, but C-2 would encourage less intense uses.

No additional comments were made. **Brown** entertained a motion.

A motion was made by Russ Schmidt, seconded by Steven Shields to recommend approval of the request to rezone a property located at 512 East 18th Street from M-2, Heavy Manufacturing, to C-3, Highway Commercial. A roll call vote on the motion showed the following: Ayes: Bowe, Eberly, Schmidt, Steven Shields, Crider. Nays: None. Absent: Anderson, Martin, Monte Shields. The motion passes unanimously.

2. SUB2020-01, Drury Development Addition: Final Plat for Minor Subdivision to subdivide property located at 2004/2006 North Bishop into two commercial lots.

Coots explains that this case was applied for at the beginning of last year, but it was put on hold until they could come to an agreement with a potential buyer. The Drury Development Addition is located on the corner of I-44 and Bishop, also known as the area with Steak-n-Shake and the Pear Tree Inn. There are existing cell towers and billboards on the lot. Part of the lot is zoned C-2, while the other is zoned M-2, with the zoning cutting through the hotel. The subdivision would allow for the buildings to be sold separately. Commercial lots can be served by easements and do not need frontage.

Eberly asked if it is okay to have a lot with two different zonings. **Coots** says that it can happen. In this case, they will likely need to rezone if the property is re-developed. **Schmidt** asks how the back lot is accessed. **Coots** explains that it is through a private access easement. There is an existing drive.

Brown asks for any additional comments from the audience or commissioners. Seeing none, **Brown** entertains a motion.

A motion was made by Steven Shields, seconded by Jody Eberly to recommend approval of the final plat for a Minor Subdivision to subdivide a property located at 2004/2006 North Bishop Avenue. A roll call vote on the motion showed the following: Ayes: Bowe, Crider, Eberly, Steven Shields and Schmidt. Nays: None. Absent: Anderson, Martin, Monte Shields. The motion passes unanimously.

V. NEW BUSINESS:

Brown announces that the Annual Election of Officers is coming up in May. He hopes that **Eberly** stays on as the City Council rep, as she has done an outstanding job working with the Planning and Zoning Commission.

Coots reminds commissioners that the draft of the Schuman/Ber Juan Neighborhood Plan has been added to the City website and that if they have time, to please review plan, as the Schuman Ber Juan Neighborhood Plan may be discussed at the next meeting.

VII. OTHER BUSINESS / REPORTS FROM COMMITTEE OR STAFF:

VII. CITIZEN COMMENTS:

NONE

Meeting adjourned: 5:57 p.m.

Minutes prepared by: Madelyn Brown

NEXT MEETING:

May 11th, 2021



Report to:

**Planning and Zoning
Commission**

Case No.: SUB 21-02

Meeting Date: May 11, 2021

Subject: Deer Crossing East V: a minor subdivision to subdivide one lot into two platted residential lots located at 511 Christy Drive.

Background: The subject property consists of large lot with over 40 acres. The lot is proposed to be subdivided into two lots. The existing house would be located on one lot. The remainder is planned to be sold to the property owner to the south.

Application and Notice:

Applicant/Owner- John Renick
Public Notice - Information available on city website
City Council Date - May 17, 2021

Property Details:

Current zoning - R-1, Single-family
Current use - Residential
Proposed use - Residential
Land area - Lot 18: 3.45 acres; Lot 19: 40.32 acres

Public Facilities/Improvements:

Streets - The subject property has frontage Southview Drive, a collector street. Lot 19 is accessed from Christy Drive, a local street.

Sidewalks - Sidewalks are not located adjacent to the properties. Sidewalks will be required if/when Lot 19 is subdivided or developed. Sidewalks will be required adjacent to Lot 18 at this time.

Utilities - The subject property should have access to all needed utilities.

Drainage - Drainage will be reviewed at the time of development, if developed.

Comprehensive Plan: The Comprehensive Plan designates the subject property as being appropriate for Low-density Residential uses.

Discussion: The proposed plat appears to meet all zoning and subdivision requirements. Sidewalk will be required to be constructed or a bond provided prior to recording the plat. Some stormwater fees will be due prior to recording the plat. The parks dedication was satisfied with the previous platting.

Findings:

1. The proposed minor subdivision would subdivide one lot into two residential lots.
2. Sidewalks will be required along the frontage of Lot 18; stormwater fees will be due for Lot 18 prior to recording the plat. Lot 19 may have requirements if developed or subdivided.
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, Area Map, Plat



SUBDIVISION APPLICATION

Contact Information:

Property Owner:

John Renick

Name(s)

511 CHRISTY DRIVE

Mailing Address

Rolla, MO 65401

City, State, Zip

573-368-1854

Phone

johnrenick@aol.com

Email

Agent/Applicant (If Different Than Property Owner):

Name

Mailing Address

City, State, Zip

Phone

Email

Property/Request Information:

- Request:**
- Sketch Plat
 - Major Subdivision
 - Minor Subdivision
 - Replat
 - Subdivision Variance
 - Vacation of ROW/easement

511 Christy Drive

Property Address/Location

R-1 Residential

Property Zoning

1

2

Number of existing and new lots proposed

Deer Crossing East V

Name of Subdivision

APPLICATION CHECKLIST:

Applicant Checks Boxes

Completed Application Form

Agent Letter (If Applicable)

Filing Fee - \$300 (Major Subdivision); \$100 (Minor Subdivision/Replat);
\$350 (Subdivision Variance) + Recording Fee (\$44 or \$69)

Improvement Plans (Final Plats only; 1 paper copy and pdf version)

Plat (5 paper copies and pdf version) or Vacation Exhibit

Letter of Request (Subdivision Variance only)

N/A

N/A

N/A

City Staff Verifies

OFFICE USE ONLY:

Case No: **90821-02**

DRC Meeting Date: **4/20/21**

PC Hearing Date:

5/11/21

Submission Date: **4/7/21**

Advertise By: _____

CC Hearing Date:

5/17/21

6.7.21

INFORMATION:

(Optional) **Sketch Plats** must include the following information (Section 42-32.1):

1. Proposed subdivision name, contact information for property owner, north arrow, scale, date.
2. Location map, general dimensions of property lines, existing easements, ROW's, buildings, cemeteries, watercourses, flood areas, contours, ect.
3. Name, location, dimensions of existing streets; name, width, classification or proposed streets and alleys.
4. Existing utilities and stormwater management facilities on and adjacent to property.
5. Location, dimensions, and configuration of proposed lots.
6. Location and general layout of proposed water and sewer lines.

Preliminary Plats must include the following information (Section 42-32.2):

1. Legal description and boundary line.
2. Name and location of adjoining existing subdivisions, streets, ROW widths, alleys, property lines, ect.
3. Proposed streets with width, centerline, grade, length; dimensions of easements and alleys, ect.
4. Existing property lines, buildings, and utilities.
5. Arrangement, location, dimensions of proposed lots with area, line bearings, angles, and setbacks.
6. Location, dimensions, and area of land to be dedicated or reserved for common ownership.
7. Contour lines, water courses, ravines, culverts, bridges, ponds, ect.
8. Proposed sewer lines, storm sewer lines, drainage facilities, bridges, ect. and easements

Final Plats must include the following information (Section 42-32.3):

1. Items shown on Preliminary Plat except contours, land features, street grades, and utilities.
2. Plat restrictions and restrictive covenants regarding building permits.
3. Dedication deed for easements, streets, alleys, parkland, ect.
4. Access limitation and improvement acceptance notes.
5. Planning and Zoning Commission and City Council approval.
6. City and County tax release.
7. Surveyors and Records Certificate.

Note: A Major Subdivision must include a Preliminary Plat. A Major Subdivision is a subdivision which creates (5) or more lots and/or requires the extension of streets.

Vacations of rights-of-way or easements must include a Vacation Exhibit which shows property lines, buildings, utilities or public infrastructure within 30 feet of the area to be vacated. Property lines and building locations must be based on a survey. Utility locations may be from field observations, GIS, utility companies, and/or field markings.

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):

Applicant/Agent (If Different From Owner)

Sign  Print

Sign _____ Print _____

Sign **JOHN B. RENICK** Print

Sign _____ Print _____



Report to:

**Planning and Zoning
Commission**

Case No.: SUB 21-03

Meeting Date: May 11, 2021

Subject: Jordan + Jordan Designs Plat No. 1: a minor subdivision to subdivide one lot into two residential lots at 810 Soest Rd.

Background: The subject property contains a single-family house. The applicant seeks to subdivide the property so they may build another house. The proposed lot would have access to all needed utilities. Some modification will be needed to the sidewalk to provide for a passing zone when Lot 2 is developed.

Application and Notice:

Applicant/Owner- Jared Jordan of Jordan + Jordan Designs
Public Notice - Information available on city website
City Council Date - May 17, 2021

Property Details:

Current zoning - R-1, Single-family
Current use - Residential
Proposed use - Residential
Land area - Lot 1: 0.27 acres (11,700 sq. ft.); Lot 2: 0.31 acres (13,500 sq. ft.)

Public Facilities/Improvements:

Streets - The subject property has frontage on Soest Rd, a collector street.
Sidewalks - Sidewalks are located Soest Rd. A passing lane will be needed when Lot 2 is developed, as the existing sidewalk does not meet current standards.
Utilities - The subject property should have access to all needed utilities.
Drainage - A stormwater fee will be due prior to recording the plat.

Comprehensive Plan: The Comprehensive Plan designates the subject property as being appropriate for Low-density Residential uses.

Discussion: The proposed plat appears to meet all zoning and subdivision requirements. The proposed lot has access to all utilities. A stormwater fee will be due prior to recording the plat. A parks fee-in-lieu of dedication will be due prior to recording the plat. The property has never been platted.

Findings:

1. The proposed minor subdivision would subdivide a lot into two residential lots.
2. A stormwater fee and parks fee will be due prior to recording the plat.
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, , Area Map, Plat



SUBDIVISION APPLICATION

Contact Information:

Property Owner:
 Jordan + Jordan Designs

 Name(s)
 10300 State Route BB

 Mailing Address
 Rolla, MO 65401

 City, State, Zip
 573-458-9850

 Phone
 jordanrealty573@outlook.com

 Email

Agent/Applicant (If Different Than Property Owner):

 Name

 Mailing Address

 City, State, Zip

 Phone

 Email

Property/Request Information:

Request: _____ Sketch Plat
 _____ Major Subdivision
 _____ Minor Subdivision
 _____ Replat
 _____ Subdivision Variance
 _____ Vacation of ROW/easement

810 SOEST RD, ROLLA

 Property Address/Location

R-1 Residential

 Property Zoning

_____ 1 _____ 2

 Number of existing and new lots proposed

Jared + Jared Designs Plat No. 1

 Name of Subdivision

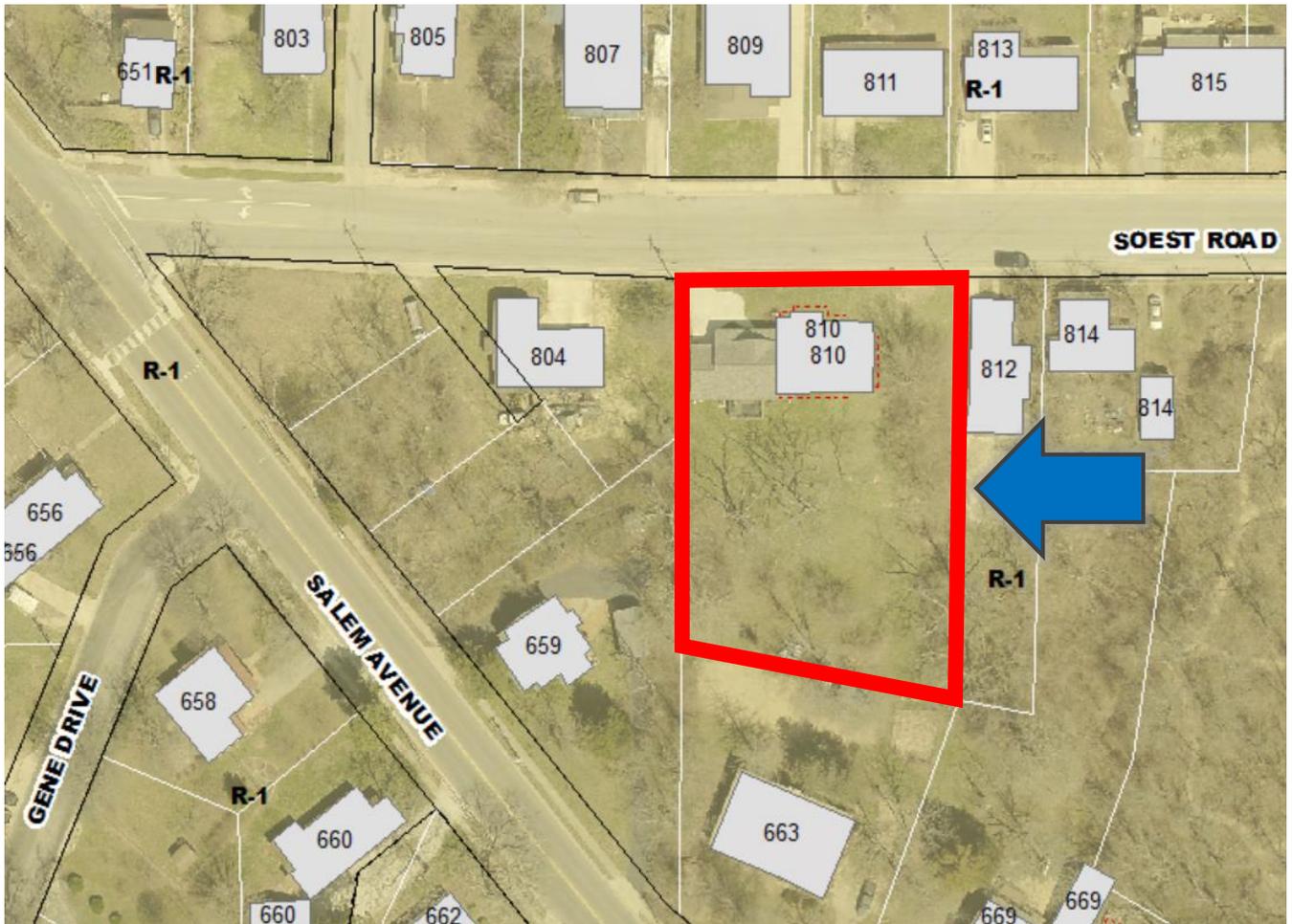
APPLICATION CHECKLIST:

Applicant Checks Boxes	<input type="checkbox"/>	Completed Application Form	City Staff Verifies
	<input type="checkbox"/>	Agent Letter (If Applicable)	
	<input type="checkbox"/>	Filing Fee - \$300 (Major Subdivision); \$100 (Minor Subdivision/Replat); \$350 (Subdivision Variance) + Recording Fee (\$44 or \$69)	
	<input type="checkbox"/>	Improvement Plans (Final Plats only; 1 paper copy and pdf version)	
	<input type="checkbox"/>	Plat (5 paper copies and pdf version) or Vacation Exhibit	
	<input type="checkbox"/>	Letter of Request (Subdivision Variance only)	
	<input type="checkbox"/>		

OFFICE USE ONLY:

Case No: _____ DRC Meeting Date: _____ PC Hearing Date: _____

Submission Date: _____ Advertise By: _____ CC Hearing Date: _____



Project Information:

Case No: SUB21-03
Location: 810 Soest Rd
Applicant: Jordan + Jordan Designs
Request:
Minor Subdivision to subdivide one lot into two lots.

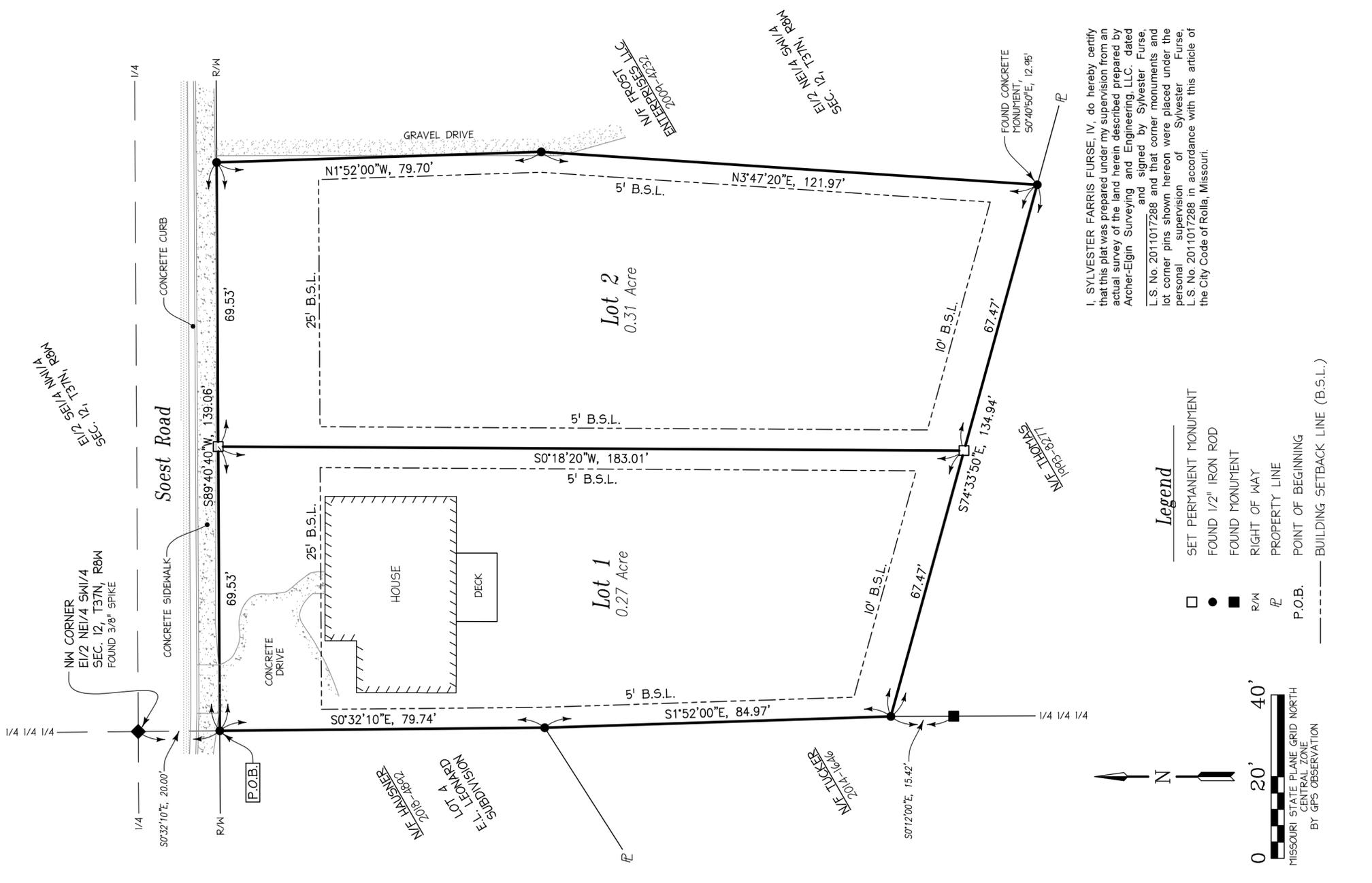


For More Information Contact:

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 JORDAN + JORDAN DESIGNS PLAT NO. 1 A Minor Subdivision in a Fractional Part of E1/2 NE1/4 SW1/4, Sec. 12, T37N, R8W; Rolla, Phelps County, Missouri



IMPROVEMENT ACCEPTANCE
Approved subject to construction of improvements in accordance with development plans on file with the City of Rolla. This plat meets current subdivision codes of the City of Rolla.

Steve Hargis, PE
Director of Public Works
Date _____

Rodney Bourne, PE
General Manager
Rolla Municipal Utilities
Date _____

Floyd Jernigan
Parks Director
Date _____

PLANNING & ZONING APPROVAL
Approved this _____ day of _____, 2021.

Don Brown, Chairman
Planning & Zoning Commission

Steve Flowers
Community Development Director

ACKNOWLEDGMENT OF APPROVAL BY CITY COUNCIL
This is to acknowledge that the City Council of the City of Rolla, Missouri has, by ordinance duly adopted, approved this plat and has authorized the same to be filed for record in the Office of the Recorder of Deeds, Phelps County, Missouri.

Louis J. Magdits IV
Mayor, City of Rolla
Date _____

Lorri Thurman
City Clerk
Date _____

COUNTY & CITY TAX RELEASE
I hereby certify that all property taxes levied by the County of Phelps and the City of Rolla against the real estate described on this plat have been paid in full for 2020 and all prior years.

Faith Ann Barnes
Collector of Revenue
Phelps County, Missouri
Date _____

RECORDER'S CERTIFICATE
This plat was filed for record in my office on this _____ day of _____, 2021. Plat filed at Cabinet _____, Number _____.

Robin Korde
Recorder of Deeds
Phelps County, Missouri
Date _____

DESCRIPTION
A fractional part of the East Half of the Northeast Quarter of the Southwest Quarter of Section 12, Township 37 North, Range 8 West of the 5th P.M. described as follows: Commencing at the Northwest Corner of the East Half of Northeast Quarter of the Southwest Quarter of said Section 12; thence South 0°32'10" East, 20.00 feet to a point on the South right of way of Soest Road, also being the northeast corner of Lot 4 of E.L. LEONARD SUBDIVISION, Rolla, Missouri, the true point of beginning of the hereinafter described tract; thence continuing South 0°32'10" East, 79.74 feet along the East line of said Lot 4 to the northeast corner of a parcel described in Phelps County Deed Records at Document No. 2014-1646; thence South 1°52'00" East, 84.97 feet along the East line of said Document No. 2014-1646 parcel; thence South 74°33'50" East, 134.94 feet; thence North 3°47'20" East, 121.97 feet; thence North 1°52'00" West, 79.70 feet to the aforesaid South right of way of Soest Road; thence South 89°40'40" West, 139.06 feet along said South right of way to the true point of beginning. Above described tract contains 0.58 acre, more or less, per plat of survey J-3646, dated April 6, 2021, by CW Archer Group, P.C.

DEDICATION
Jordan + Jordan Designs, LLC hereby certify that it is the owner of the property described and shown hereon, which property is located within the subdivision regulation jurisdiction of the City of Rolla, that it has caused this property to be platted as shown hereon and that said property shall be known and designated as "JORDAN + JORDAN DESIGNS, LLC." The owner hereby freely adopts this plan of subdivision.

Dedicators do further grant to all political subdivisions and public and franchised utility companies providing utility services to the land described on this plat the right to install and maintain electrical, water, telephone, cable television, sanitary sewer, storm sewer, gas and fiber optic lines within and along those places which are designated as utility easements on this plat.

DATED: _____, 2021
Jordan + Jordan Designs, LLC
Jared Jordan

STATE OF MISSOURI)
COUNTY OF PHELPS)
"DEDICATOR"

On this _____ day of _____, 2021 before me appeared Jared Jordan on behalf of Jordan + Jordan Designs, LLC, to me known to be the person described in and who executed the same as their free act and deed.
IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the county and state aforesaid, this _____ day of _____, 2021.
My Commission Expires: _____

NOTARY PUBLIC

- NOTES:**
- I declare that to the best of my professional knowledge and belief, this plat and survey meets the current "Missouri Standards for Property Boundary Surveys" (20 CSR 2030.16).
 - Tract is classified Urban (20 CSR 2030.16.040).
 - Date of field work: February and April, 2021
 - Plat represents a survey of all of lands described at 2020-2539.
 - Dimensions shown are measured. For record dimensions, see document(s) noted.
 - Only the record documents noted hereon were provided to or discovered by surveyor. No abstract, current title commitment nor other record title documentation was provided surveyor.
 - Tract is zoned R 1, Single Family District.

CH ARCHER-ELGIN
engineering | surveying | architecture
Corporate Authority
CH Archer Group, P.C.: E 2011022808, LS 2011022871, A-2012014618
Archer-Elgin Surveying & Engineering, LLC: E 2011022808, LS 2011022871, A-2012014618

310 East 6th Street
Rolla, Missouri 65401
Phone: 573-364-6362
Fax: 573-364-4782
www.archer-elgin.com

Final Plat of
JORDAN + JORDAN DESIGNS PLAT NO. 1
Rolla, Phelps County, Missouri
Jordan + Jordan Designs LLC
10300 State Route BB; Rolla, Missouri 65401

REVISIONS

NO.	DATE	DESCRIPTION

DRAWN BY: MEP
CHECKED: SFF
SCALE: 1"=20'
DATE: April 6, 2021
SURVEY NO.: J3646



Report to:

**Planning and Zoning
Commission**

Schuman/Ber Juan
Neighborhood Plan

Meeting Date: May 11, 2021

Subject: Discussion and Presentation of the Schuman/Ber Juan Neighborhood Plan

Background: The Schuman/Ber Juan Neighborhood Plan project started in the fall of 2019. A neighborhood meeting was held in October 2019. A survey was opened to residents, owners, and interested parties through the end of 2019. Input from the neighborhood meeting, survey, and information gathered through other means was used to prepare the draft of the neighborhood plan.

Unfortunately, the COVID-19 pandemic prevented the ability to hold additional events or meetings. The draft document was made available on the city website for several weeks after providing notice to all property owners and interested parties. A few comments were received and were incorporated into revisions as appropriate.

A neighborhood planning effort is a more detailed project than the Comprehensive Plan by providing more specific goals and actions that mostly only impacts the neighborhood. The document serves as a guide for future actions. Accomplishing the actions should also cause the goals to be accomplished. The plan is intended to provide guidance for a period of ten or more years. If adopted, the plan will become an element of the Comprehensive Plan for the city.

Discussion: Public notice and a public hearing is required to be able to adopt the plan. The Planning and Zoning Commission is not asked to act on the plan at this time.

Prepared by: Tom Coots, City Planner

Attachments: Draft Schuman/Ber Juan Neighborhood Plan