AGENDA

The City of Rolla
Planning & Zoning Commission
Rolla City Council Chambers, 901 North Elm Street
Tuesday, June 13, 2023 at 5:30 PM

Commission Members:
Chairman Russell Schmidt, Vice-Chairman Monty Jordan, Secretary-Treasurer Robert Anderson,
Nathan Chirban, Kevin Crider, Janece Martin, Monte Shields, Steve Davis, Vacant

I. APPROVE MINUTES: Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, May 9, 2023

II. REPORT ON RECENT CITY COUNCIL ACTIONS:
   1. ZON23-03: Rezoning of property at the SW Corner of Richard Dr and Curtis Dr from the C-1, Neighborhood Commercial district to the R-3, Multi-family district
   2. VAC23-01: Vacation of the rights-of-way of Park Street between 2nd Street and the railroad

III. NEW BUSINESS: NONE

IV. PUBLIC HEARING:
   1. ZON23-04: Rezoning of 71 Rose Ct from the R-1, Single-family district to the R-2, Two-family district
   2. TXT23-01: Amendment to Chapter 42, Sections 42.141 Definitions and 42.233.01-42.233.03, pertaining to zoning regulations of Marijuana businesses

V. OLD BUSINESS: NONE

VI. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE, OR STAFF:
   1. Discussion: Announcement of Old Town Neighborhood Plan project and neighborhood meeting to be held June 15, 2023 at 6:00 at Eugene Northern Community Hall

VII. CITIZEN COMMENTS:

NEXT MEETING DATE: Tuesday, July 11, 2023
MINUTES
ROLLA PLANNING AND ZONING COMMISSION MEETING
ROLLA CITY HALL COUNCIL CHAMBERS
TUESDAY, MAY 9, 2023

Presiding:            Russell Schmidt, Chairperson
Commission Members Present: Monty Jordan, Janece Martin, Kevin Crider, Nathan Chirban, Monte Shields, Robert Anderson
Commission Members Absent: Steve Davis

I. APPROVE MINUTES:
Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, April 11, 2023. Chairperson Russell Schmidt approved the minutes as printed and distributed.

II. REPORT ON RECENT CITY COUNCIL ACTIONS: NONE

III. NEW BUSINESS: NONE

IV. PUBLIC HEARING:

1. **ZON23-03**: Rezoning of property at the SW Corner of Richard Dr and Curtis Dr from the C-1, Neighborhood Commercial district to the R-3, Multi-family district

Tom Coots presents the staff report. Schmidt opens the public hearing.

Debbie Castle, residing at 16800 State Route O, is the applicant. She presents her request.

Schmidt closes the public hearing.

*A motion was made by Monte Shields, seconded by Robert Anderson, to recommend approval to City Council to rezone the subject property from C-1 to R-3. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.*

2. **VAC23-01**: Vacation of the rights-of-way of Park Street between 2nd Street and the railroad

Coots presents the staff report. Schmidt opens the public hearing.

Sherry Stites, residing at 16900 County Road 1100 in Saint James, represents the County Commission. She presents her request.
Schmidt closes the public hearing.

A motion was made by Janece Martin, seconded by Monte Shields, to recommend approval to City Council to vacate the rights-of-way of Park Street between 2nd Street and the railroad. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Jordan, Martin, and Shields. Nays: None. The motion passes unanimously.

V. OLD BUSINESS:

1. **TXT22-03:** Re-adoption and revisions to Chapter 42 (Planning and Zoning) of the City of Rolla Ordinances for a complete overhaul of the zoning and subdivision codes; Re-adoption of the Zoning Map with necessary revisions for corrections and to account for changes to the zoning codes and zoning districts; and Amendments to sections pertaining to land use and zoning in Chapters 15, 20, 28, 29, 39, 40, and 41 of the City of Rolla Ordinances

A motion was made by Robert Anderson, seconded by Monty Jordan, to recommend approval to City Council for the re-adoption and revisions to Chapter 42 (Planning and Zoning) of the City of Rolla Ordinances for a complete overhaul of the zoning and subdivision codes; Re-adoption of the Zoning Map with necessary revisions for corrections and to account for changes to the zoning codes and zoning districts; and Amendments to sections pertaining to land use and zoning in Chapters 15, 20, 28, 29, 39, 40, and 41 of the City of Rolla Ordinances. A roll call vote on the motion showed the following: Ayes: Anderson, Chirban, Crider, Jordan, Martin and Shields. Nays: None. The motion passes unanimously.

VI. BUSINESS / REPORTS FROM COMMITTEE OR STAFF: NONE

VII. CITIZEN COMMENTS: NONE

Meeting adjourned: 5:51 p.m.
Minutes prepared by: Sarah West

NEXT MEETING: Tuesday, June 13, 2023
Meeting Date: June 13, 2023

Subject: Map Amendment (rezoning): 71 Rose Ct from the R-1, Single-family district to the R-2, Two-family district

Background: The applicant recently purchased the subject property and has commenced remodeling the existing structure. The semi-attached garage structure has been removed. The applicant seeks to construct an addition in the place of the former garage with a garage and dwelling unit above. Doing so would in effect convert the existing single-family dwelling into a duplex.

The current zoning regulations require a minimum lot size of 9,000 SF for building a duplex structure in the R-2 district. However, the zoning codes are currently being revised. At this moment, the proposed revisions include a reduction of the minimum lot size in the R-2 district from 9,000 SF to 5,000 SF. The lot is about 8,200 SF. The applicant intends to wait until the zoning code revisions are adopted or will seek a variance to allow for the construction of the duplex. Rezoning is the first step.

Application and Notice:
Applicant/Owner - Jonathan Thompson
Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Phelps County Focus; signage posted on the property; https://www.rollacity.org/agenda.shtml
City Council Date - June 19, 2023

Property Details:
Current zoning - R-1, Single-family to be rezoned to R-2, Two-family
Current use - Single-family
Proposed use - Two-family
Land area - About 8,200 Sq. Ft.

Public Facilities/Improvements:
Streets - The subject property has frontage on Hwy 72, a major arterial road; and Rose Ct, a local street.
Sidewalks - Sidewalks are located adjacent to the property along Hwy 72. No sidewalk is required on Rose Ct due to the length of the cul-de-sac.
Utilities - The subject property should have access to all needed public utilities.

Comprehensive Plan: The Comprehensive Plan designates the property as being appropriate for low-density residential uses.

Discussion: The subject property is located adjacent to Hwy 72, a major arterial road. Single-family uses may not be appropriate adjacent to a major roadway. The lot just west is already zoned R-2; the lot just east is zoned C-O, Commercial Office; however, both lots are still being used for single-family residential uses.
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 Comprehensive Plan does designate the subject property as being appropriate for low-density residential uses.
2. The property is located adjacent to properties zoned R-2, Two-family and C-O, Commercial Office.
3. The zoning code is currently being revised to allow for a lower minimum lot size in the R-2 district. If the revision is not approved, a variance will be required in order to construct the planned duplex.

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 the proposed map amendment (rezoning) is not an appropriate use for the property and recommend that the City Council deny the request.
3. 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, Letter of Request; Application
Project Information:
Case No: ZON23-04
Location: 71 Rose Ct
Applicant: Jonathon Thompson
Request: Rezoning from R-1, Single-family Residential to R-2, Two-family Residential

Public Hearings:
Planning and Zoning Commission
June 13, 2023
5:30 PM
City Hall: 1st Floor

City Council
June 19, 2023
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

Lot 71, Rolla Gardens, Rolla, Phelps County, Missouri
May 10, 2239

City of Rolla
Planning Department
901 N. Elm
Rolla, MO 65401

Letter of Intent: 71 Rose Court

To Whom It May Concern:

Johnathan Thompson is submitting this Letter of Intent for 71 Rose Court, Rolla, MO 65401. Currently 71 Rose Court is zoned as a R-1 residential property where there is currently a two-bedroom, one bath home. This letter is to request a rezoning from R-1 to R-2, where we would put an addition of a two-car garage with a two-bedroom one bath unit on top. The properties that surround 71 Rose Court are already zoned as R-2 properties. We would like it to be considered with the same consideration. The property already has an access to Highway 72 and this rezoning will not only provide another dwelling in the community, but it will also alleviate parking congestion on Rose Court and reduce street parking there as well. Thank you for your consideration. If you have any questions about this project, you can contact Johnathan Thompson at (573) 202-8481.

Sincerely,

[Signature]

Johnathan Thompson
City of Rolla

COMMUNITY DEVELOPMENT DEPARTMENT
901 North Elm St
Rolla, MO 65401
P.O. Box 979

573-364-5333 + www.rollacity.org/comdev

[LAND USE APPLICATION]

Contact Information:
Property Owner:
Jonathan Thompson

Name(s)
71 Rose Ct

Mailing Address
Rolla, MO 65401

City, State, Zip
573-202-3481

Phone
contactaprolee34@gmail.com

Email
Agent/Applicant (If Different Than Property Owner):

Name

Mailing Address

City, State, Zip

Phone

Email

Property/Request Information:

Request:
X Rezoning

Planned Unit Development
Conditional Use Permit
Annexation
Text Amendment

71 Rose Ct Rolla, MO 65401

Property Address/Location

R-1 to R-2

Property Zoning (Current and Proposed)

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)

Legal Description (Unplatted and Irregular Lots Only)

Site Plan (If Applicable)

Letter of Request/Project Report (If Applicable)

OFFICE USE ONLY:

Case No:

DRC Meeting Date:

Submission Date:

Advertise By:

PC Hearing Date:

CC Hearing Date:
Meeting Date: June 13, 2023

Subject: Text Amendment to Chapter 42, Sections 42.141 Definitions and 42.233.01-42.233.03, pertaining to zoning regulations of Marijuana businesses

Background: Medical Marijuana was approved in Missouri in 2019. The zoning code was amended in 2019 to include medical marijuana uses and delineate zoning districts in which such businesses are allowed. Since that time, two medical marijuana dispensaries opened in Rolla.

Adult Use Marijuana was approved in Missouri in 2022. The state laws allowed for a process for existing medical marijuana dispensaries to be converted into dispensaries which could sell both medical marijuana and adult use marijuana. Both existing dispensaries in Rolla have received the state licenses to allow the conversion and currently sell marijuana and marijuana products as allowed by state law.

The Missouri Department of Health and Senior Services, which is charged with regulation of marijuana businesses, will begin issuing licenses for additional marijuana business locations in October, 2023.

The amendments to the zoning code are intended to modify the codes to essentially treat both medical marijuana businesses and adult use marijuana businesses the same by creating a definition to combine them together.

The state statutes also require that the adult use business separation requirements be measured in a certain way. The proposed amendment clarifies how each is measured in the event that a dispensary that only sells medical marijuana is proposed. The separation distance for adult use marijuana businesses is measured as one can legally walk, rather than a straight line. This makes producing maps to show where such uses may or may not be located almost impossible. Potential sites will have to be reviewed on a case-by-case basis.

Application and Notice:

Applicant - City of Rolla
Public Notice - Phelps County Focus; https://www.rollacity.org/agenda.shtml
City Council Date - June 19, 2023
Discussion: The proposed amendment would allow for new marijuana businesses to be located in the city much the same as had been allowed for the medical marijuana businesses a few years ago. Additional businesses may be approved by the state later this year. The amendment will clarify where those businesses may locate in the city.

Findings:
1. The changes to the zoning code are needed as a result of changes to the state laws allowing adult use marijuana businesses.
2. The proposed revisions clarify that such businesses are treated the same as the medical marijuana businesses.
3. The separation requirements for adult use marijuana businesses is measured in a different way than was measured for the medical marijuana businesses.
4. Missouri DHSS will begin approving additional marijuana business licenses in October 2023.

Alternatives:
1. Find the proposed changes to the zoning code and zoning map are necessary and recommend the City Council approve the proposed zoning code and map.
2. Find the proposed changes to the zoning code and zoning map are necessary and recommend the City Council approve the proposed zoning code and map, with stated revisions.
3. Find that additional information and discussion is needed prior to making a recommendation and table to a certain date.

Prepared by: Tom Coots, City Planner
Attachments: Draft of proposed text amendment
Sec 42.454  Medical Marijuana Uses
Definitions. The following definitions apply to the Medical Marijuana Uses section:

Marijuana or Marihuana: Cannabis Indica, Cannabis sativa, and Cannabis ruderals, hybrids of such species, and any other strains commonly understood within the scientific community to constitute marijuana, as well as seed thereof and resin extracted from the plant and marijuana-infused products. Marijuana does not include industrial hemp containing a crop-wide average tetrahydrocannabinol concentration that does not exceed three-tenths of one percent on a dry weight basis, or commodities or products manufactured from industrial hemp.

Marijuana-Infused Products: products that are infused with marijuana or an extract thereof and are intended for use or consumption other than by smoking, including, but not limited to, edible products, ointments, tinctures, and concentrates.

Medical Marijuana Cultivation Facility: a facility licensed by the State of Missouri to acquire, cultivate, process, store, transport, and sell marijuana to a Medical Dispensary Facility, Medical Marijuana Testing Facility, or to a Medical Marijuana-Infused Products Manufacturing Facility.

Medical Marijuana Dispensary Facility: A facility licensed by the State of Missouri where Marijuana and/or Marijuana-Infused Products are dispensed for Medical or adult use. Dispensary Facilities may receive transaction orders at the Dispensary directly from the consumer in person, by phone, or via the internet, including from a third party as set forth in Article XIV of the Missouri State Constitution.

Medical Marijuana-Infused Products Facility: a facility licensed by the State of Missouri, to acquire, store, manufacture, transport, and sell marijuana-infused products to a Medical Marijuana Dispensary Facility, a Medical Marijuana Test Facility, or to another Medical Marijuana-Infused Projects Facility.

Medical Marijuana: Marijuana that is available only to a qualified patient under the Missouri State Constitution to receive Medical Marijuana.

marijuana that is available only by prescription and used to treat a variety of medical conditions.

Medical Marijuana Patient: a person qualifying under the Missouri State Constitution to receive Medical Marijuana.

Medical Marijuana Testing Facility: a facility certified by the State of Missouri, to acquire, test, certify, and transport marijuana.

Medical Marijuana Use means any facility or premises which is used for a Medical Marijuana Dispensary, Infused Products Facility, or Cultivation Facility.
**Medical Marijuana Use** means any facility or premises which is used for a Dispensary, Infused Products Facility, or Cultivation Facility which only provides services or produces products intended only for Medical Marijuana Patients or the primary caregiver of a Medical Marijuana Patient.

"Then existing" means any school, child day-care center, or church with a written building permit from the city to be constructed, or under construction, or completed and in use at the time the prospective state applicant for a Medical Marijuana Use first notifies the City of Rolla of the applicant’s contingent legal right to operate at the proposed location by putting the subject property under contract.

General. The following generally applies to **Medical** Marijuana Uses:

a. In determining compliance with the measured separation, the distance shall be determined by the nearest building corner of the Medical Marijuana Use applicant to the nearest building corner of any school, church or regular place of worship as measured in a straight line.

b. In determining compliance with the measured separation, the distance shall be determined by the nearest building corner of the Marijuana Use applicant to the nearest building corner of any school, church or regular place of worship as measured by the shortest path between the demarcation points that can be lawfully traveled by foot; or pursuant to guidance provided by the Missouri Department of Health and Senior Services.

c. Onsite Usage Prohibited. No marijuana may be smoked, ingested, or otherwise consumed on the premises of any Medical Marijuana Use facility during regular business hours.

d. Display of Licenses Required. The Medical Marijuana Use license issued by the State of Missouri shall be displayed in a prominent place in plain view near the front entrance of the facility.

**Medical** Marijuana Dispensaries. No Building shall be constructed, altered or used for a Medical Marijuana Dispensary without complying with the following regulations in this section subchapter:

1) No **Medical** Marijuana Dispensary shall be located within 500' (five hundred feet) of a then existing elementary or secondary school, child daycare center, or church. Measurement shall be in a method consistent with the city’s existing liquor license measurement standard.

2) "Then existing" shall mean any school, child day-care center, or church with a written building permit from the city to be constructed, or under construction, or completed and in use at the time the prospective state applicant for a Medical Marijuana Dispensary first notifies the City of Rolla of the applicant’s contingent legal right to operate at the proposed location by putting the subject property under contract.

3) Onsite Usage Prohibited. No marijuana may be smoked, ingested, or otherwise consumed on the premises of a Medical Marijuana Dispensary building.

4) Hours of Operation. All sales or distribution of Medical Marijuana and any other products sold to the public through a Medical Marijuana Dispensary shall take place between the hours of 8:00 a.m. and 8:00 p.m., Monday – Sunday. **Medical** Marijuana Dispensaries shall be secured and closed to the public after the hours listed in this subsection and no persons not employed by the Medical Marijuana Dispensary may be present in such a facility at any time it is closed to the public.

5) Display of License Required. The Medical Marijuana Dispensary license issued by the State of Missouri shall be prominently displayed in a highly visible location, easily seen by patients on the dispensary’s sales floor.

6) Site Plan Review. Any plans for a Medical Marijuana Dispensary shall meet the standard new construction requirements.
7) Spacing. No Medical Marijuana Dispensary shall be operated or maintained within 500' (five-hundred feet) of another Medical Marijuana Dispensary except when marijuana sales represent less than 5% of the dollar volume of sales at a state or federally licensed pharmacy.

Medical Marijuana-Infused Products Facility. No building shall be constructed, altered or used for a Medical Marijuana-Infused Products Facility without complying with the following regulations:

1. Distance Requirement. No Medical Marijuana-Infused Products Facility using any shall be located within 500' (five-hundred feet) of a then existing elementary or secondary school, licensed child day care center, or church.

2. Outdoor Operations or Storage. All operations and all storage of materials, products, or equipment shall be within a fully secured area inside the building structure or outdoors on the property in an area enclosed by a razor wire fence at least ten (10) feet in height, not including the razor wire.

3. Onsite Usage Prohibited. No marijuana may be smoked, ingested, or otherwise consumed on the premises of any Medical Marijuana-Infused Products Facility during regular business hours.

4. Hours of Operation. All Medical Marijuana-Infused Products Facilities shall be closed to the public, between the hours of 10:00 p.m. and 8:00 a.m. No persons not employed by the business shall be on the premises at any time without being approved entry and logged in by building security personnel and are required to obtain a visitor pass.

5. Display of License Required. The Medical Marijuana-Infused Products Facility license issued by the State of Missouri shall be displayed in a prominent place in plain view near the front desk of the facility.

6. Site Plan Review Required. Any plans for a Medical Marijuana-Infused Products Facility shall meet standard new construction requirements.

Medical Marijuana Cultivation Facility. No building shall be constructed, altered or used for a Medical Marijuana Cultivation Facility without complying with the following regulations:

1. Distance Requirement. No Medical Marijuana Cultivation Facility shall be located within 1,000' (one thousand feet) of a then existing elementary or secondary school, state-licensed child daycare center or church.

2. Outdoor Operations or Storage. All operations and all storage of materials, products, or equipment shall be within a fully secured area inside the building structure or outdoors on the property in an area enclosed by a razor wire fence at least 10 feet in height, not including the razor wire.

3. Onsite Usage Prohibited. No marijuana may be smoked, ingested, or otherwise consumed on the premises of any Medical Marijuana Cultivation Facility during regular business hours.

4. Hours of Operation. All Medical Marijuana Cultivation Facilities shall be closed to the public, between the hours of 10:00 p.m. and 8:00 a.m. No persons not employed by the business shall be on the premises at any time without being approved entry and logged in by building security personnel and are required to obtain a visitor pass.

5. Display of Licenses Required. The Medical Marijuana Cultivation Facility license issued by the State of Missouri shall be displayed in a prominent place in plain view near the front entrance of the facility.

6. Site Plan Review Required. Any plans for an indoor "Medical Marijuana Cultivation Facility" shall meet the standard new construction requirements of the "Heavy Manufacturing District" outlined in this Title. Any outdoor "Medical Marijuana Cultivation Facility" shall meet the standard requirements for any other crop, except as otherwise set forth herein. No outdoor "Medical Marijuana Cultivation Facility" shall be permitted within 1,000' (one thousand feet) of
a then existing elementary or secondary school, state-licensed child daycare center or church* or within 1,000' (one thousand feet) from any residentially zoned property.

DIVISION 9. "C-2" GENERAL RETAIL DISTRICT
Sec. 42-189.1. Uses Permitted.
(18) Medical Marijuana Dispensary Facility.

Sec. 42-189.2. Conditional uses that may be permitted by the Planning and Zoning Commission and the City Council in accordance with Section 42-234.
(8) Medical Marijuana Testing Facility.

DIVISION 10. "C-3" HIGHWAY COMMERCIAL DISTRICT
Sec. 42-192.2. Conditional Uses.
In accordance with Division 16 of this Article and with the issuance of a Conditional Use Permit, the following uses are permitted in the C-3 zoning district.
(10) Medical Marijuana-Infused Products Facility

DIVISION 11. "CC" CENTER CITY DISTRICT
Sec. 42-194.1. Uses Permitted.
(4) Medical Marijuana Dispensary Facility.

DIVISION 12. "M-1" LIGHT MANUFACTURING DISTRICT
Sec. 42-196.1 Uses Permitted.
(54) Medical Marijuana Cultivation Facility; Medical Marijuana-Infused Products Facility.