

**PLANNING & ZONING MEETING  
109 E. BROADWAY  
ASHLAND, MO 65010  
TUESDAY, DECEMBER 9, 2014**

**PUBLIC HEARING:**

The Planning and Zoning Commission will be holding a Public Hearing to seek public comments for revisions to Chapter 9 & Chapter 11.

**AGENDA**

1. Call the Meeting to Order:
2. Approval of the Agenda December 9, 2014. Action \_\_\_\_\_
3. Approval of the Previous Minutes, November 11, 2014. Action \_\_\_\_\_
4. New Business:
  - A). Chapter 9 Revision**
  5. 1<sup>st</sup> Motion \_\_\_\_\_ 2<sup>nd</sup> Motion \_\_\_\_\_
  6. Action \_\_\_\_\_
  - B). Chapter 11 Revision**
  7. 1<sup>st</sup> Motion \_\_\_\_\_ 2<sup>nd</sup> Motion \_\_\_\_\_
  8. Action \_\_\_\_\_
9. Old Business:
10. Discussion:
11. Mayor's Report:
12. City Administrator's Report:
13. Guest Comments:
14. Commissioners' Report:

If you are unable to attend, please call Ashland City Hall at 573-657-2091 or email [policeclerk@ashlandmo.us](mailto:policeclerk@ashlandmo.us)

Megan Young  
Administrative Assistant

**PLANNING AND ZONING MEETING  
109 E. BROADWAY  
ASHLAND, MO. 65010  
TUESDAY, NOVEMBER 11, 2014  
DRAFT**

**REGULAR MEETING:**

1. Chairman Branson called the meeting to order Tuesday, November 11, 2014 at 7:00 p.m. at 109 E. Broadway, Ashland, Missouri. Commissioners in attendance were Brad Williamson, Fred Klippel, Paul Beuselinck, Scott Miller, James Branson, Greg Batson and Nikki Courtney.

Also present were Mayor Gene Rhorer, City Administrator Josh Hawkins, City Treasurer Jessica Kendall, and Administrative Assistant Megan Young.

2. Chairman Branson asked for changes to be made to the Agenda. New Business, Parts B & C to be moved to Discussion, since there will be no motions required for these items at this meeting. Chairman Branson called for a motion to approve the November 11, 2014 agenda with changes. Commissioner Beuselinck made a motion to approve the November 11, 2014 agenda with changes. Seconded by Commissioner Batson. Motion carried unanimously.

3. Chairman Branson made a motion to approve the previous minutes dated October 14, 2014. Motion was made by Commissioner Batson to approve the previous minutes dated October 14, 2014. Seconded by Commissioner Williamson. Motion carried unanimously.

**4. NEW BUSINESS:**

**A). McDonald's Site Plan**

Earl Hacker and Randy Alewine from Blackstone Environmental gave a presentation for the McDonald's Site Plan and answered all questions asked by the Commissioners.

1st Motion to approve the Site Plan was made by Commissioner Beuselinck.

2nd Motion to approve the Site Plan was made by Commissioner Miller.

Action: Motion carried unanimously.

**5. OLD BUSINESS:** None.

**6. DISCUSSION:**

City Administrator Josh Hawkins explained that Chapter 9 and Chapter 11 revisions were for discussion only, and explained the public hearing and administrative processes regarding ordinance revision approval. These items will be added to the next Planning & Zoning meeting.

**7. Mayor's Report:**

Mayor Gene Rhorer asked everyone to come to the City of Ashland's Appreciation Dinner on December 5th. Mayor Rhorer also stated that the Board of Aldermen take the considerations of the Planning & Zoning Commission very seriously.

**8. City Administrator's Report:**

City Administrator Josh Hawkins asked for suggestions for considering ordinances for development, i.e. zoning overlays, future plats, quality of life improvements, etc. Mr. Hawkins asked the Commissioners to sign the letter in support of the Ash Street improvements. Mr. Hawkins suggested at a future meeting a discussion for all conditional use permits to have an expiration date.

**Guest Comments:** None.

**Commissioners' Report:**

Chairman Branson welcomed new Commissioner Nikki Courtney.

Commissioner Beuselinck wished everyone a Happy Veteran's Day, and thanked all veteran's for their service. Commissioner Beuselinck said that the packet sent out to the P & Z Board was unclear as to what they were supposed to do with the information regarding the McDonald's Site Plan. Mayor Rhorer suggested an "objective" be added to the agenda to assist the Commissioners in future decisions.

Commissioner Courtney asked for a copy of City of Ashland's Long Range Plan. Mr. Hawkins said it was in several formats, but we would get a copy to her.

Chairman Branson called for a motion to adjourn, November 11, 2014, Planning and Zoning Meeting. Commissioner Beuselinck made a motion to adjourn, November 11, 2014, Planning and Zoning Meeting. Seconded by Commissioner Klippel. Motion carried.

Minutes prepared by Megan Young

AN ORDINANCE TO AMEND CHAPTER 9, PLANNING AND ZONING, OF THE CODE OF THE CITY OF ASHLAND

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF ASHLAND, MISSOURI, AS FOLLOWS:

Section 1. Chapter 9 of the Ashland City Code is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

**9.106. Site Plan Submission, Review Required**

Any property owner who proposes to develop ~~development proposed on~~ land within any district, except R-1, as ~~described herein~~ shall have submit a site plan submitted to the City's Planning and Zoning Commission for review and consideration for approval City. Such site plans shall: ~~Site plans submitted for developing lands within the aforementioned districts shall:~~

- a) Meet the standards of the City of Ashland's Long Range Plan.
- b) Comply with all regulations for surface water drainage control and floodplain management.
- c) Comply with any and all applicable local, state and federal ordinances, rules, statutes, laws, regulations and requirements.
- d) ~~Be submitted at least Thirty (30) calendar days prior to the Planning and Zoning Commission meeting. (amended Council Bill No. 2006-059, 1-02-2007) (amended Council Bill No. 2008-010, 2-18-2008)~~

~~The Planning and Zoning Commission shall provide written reasons for disapproving submitted site plans on a case-by-case basis. Site plan disapproval decisions made by the Planning and Zoning Commission can be appealed to the Board of Adjustments as outlined in 10.160.~~

The site plan shall be submitted to the City Clerk at least thirty (30) days before the Planning and Zoning Commission meeting at which it will be considered for approval. The City Clerk shall forward the site plan to appropriate city staff and consultants who shall review and make a recommendation to the Planning and Zoning Commission for approval or disapproval of the site plan based on whether the plan meets the requirements of this section. The Planning and Zoning Commission shall approve, approve conditionally or disapprove the site plan. If the Commission disapproves the site plan, it shall provide written reasons for disapproval. Site plan disapproval decisions made by the Planning and Zoning Commission may be appealed to the Board of Adjustment as outlined in 10.160.

...

**9.365.3** Parking and Loading Design Standards, General. All parking and loading areas provided shall meet the following minimum improvement and maintenance requirements:

Location: Onsite for all residential and nonresidential uses. Provided that minimum requirements are met onsite for nonresidential uses, the Administrative Officer may authorize additional or overflow parking as needed, offsite and within one thousand (1000) feet of the use. Parking for non-residential uses shall be located a minimum of six feet from any adjoining property that is either used for residential purposes or located in a residential zoning district.

...

Section 2. This Ordinance shall be in full force and effect from and after its passage and approval.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Gene Rhorer, Mayor

Attest:

\_\_\_\_\_  
Darla Sapp, City Clerk

Certified as to correct form:

\_\_\_\_\_  
Fred Boeckmann, City Attorney

AN ORDINANCE TO AMEND CHAPTER 11, SUBDIVISION REGULATIONS, OF THE CODE OF THE CITY OF ASHLAND

BE IT ORDAINED by the Board of Aldermen of the City of Ashland, Missouri, as follows:

Section 1. Chapter 11 of the Ashland City Code is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

**11.015. Definitions**

For the purpose of interpreting this Ordinance, certain terms are defined as follows:

...

~~Council: The City Council of Ashland, Missouri.~~

City Plan: The comprehensive plan of the City of Ashland, Missouri, whether in whole or in part, as adopted by the Planning Commission, approved by the ~~City Council~~Board of Aldermen and duly recorded in the office of the County Recorder of Boone County, Missouri. It may consist of several maps, data, and other description matter, for the physical development of the City or any portion thereof; including any amendment, extension, or additions thereto adopted by the ~~City Council~~Board of Aldermen indicating the general locations of major streets, parks, schools or other public open spaces, public building sites, routes for public utilities, zoning districts or other similar information.

...

Planning Commission Representative: The City ~~Engineer, planning consultant, and any other person so designated by the Mayor~~Clerk of the City of Ashland, Missouri~~for matters pertaining to the subdivision of land.~~

...

**11.130. Approval**

No plat of a subdivision shall be recorded unless ~~and until it shall have~~has been submitted and approved by the ~~Planning Commission and City Council~~Board of Aldermen in accordance with the regulations set forth in this ~~regulation~~chapter and so certified by the City Clerk.

...

### 11.145. No contract of sale

No person, firm or corporation, proposing to make or have made a subdivision within the City of Ashland, Missouri, shall enter into any contract for the sale of, or shall offer to sell any subdivision or any part thereof, until ~~said~~ the person, firm or corporation has obtained from the ~~Planning and Zoning Commission~~ Board of Aldermen approval of the final plat of the proposed subdivision and such approval has been made a matter of public record.

### 11.150. Procedure

#### 1. Pre-application procedure

Not less than 30 days before preparing and submitting the preliminary plat to the Planning and Zoning Commission, the developer or designated agent shall consult with the ~~Planning Commission Representative~~ representative of the Planning and Zoning Commission, to ascertain the location of proposed highways, primary or secondary thoroughfares, collector streets, parkways, parks, playgrounds, school sites and other community facilities or planned developments and to acquaint ~~said~~ the developer with the Planning and Zoning Commission's requirements. The geographic scope of this review shall include the whole contiguous property held in common ownership for which whole or partial subdivision platting is desired by the subdivider, as well as the surrounding property which might reasonably be affected by subdivision of the subject property. (amended Council Bill No. 2007-049, 12-04-2007)

#### 2. Preliminary Plat

The developer shall ~~prepare~~ submit a preliminary plat of the proposed subdivision, which shall conform to the requirements set forth in Section 11.155, at least ~~thirty~~ Thirty (30) calendar days prior to the meeting of the Planning Commission at which approval of ~~said~~ the plat is requested. However, the plat will not be placed on the agenda of a Planning Commission meeting until the review process described in subsection 3 has been completed. (amended Council Bill No. 2006-055, 12-19-2006) (amended Council Bill No. 2008-010, 2-18-2008)

#### 3. Review of preliminary plat

The preliminary plat shall be examined by the Planning Commission's ~~representative~~ Representative to determine whether it complies with the City Plan of Ashland, Missouri. ~~In "addition", said representative shall determine whether the plat complies with the standards and requirements of this chapter and hereinafter prescribed. Finally, said representative shall examine the plat to determine compliance with any other government and public utility regulations. If a plat fails to comply with any requirement, the Planning Commission Representative shall return it to the developer with an explanation of the deficiencies. Any required modifications to the plat must be made and submitted to the Planning Commission Representative for reexamination. After the plat has been approved by the Planning Commission Representative, the original signed plat must be delivered to the City Clerk by noon on the day of the Planning Commission meeting at which approval of the plat is requested. The Planning Commission Representative shall make a~~

recommendation to the Planning Commission for approval or disapproval based on whether the plat complies with all ordinance requirements. The Planning Commission shall review and approve, approve conditionally or disapprove the preliminary plat. The reason for any disapproval shall be stated on the record of the Planning Commission. The preliminary plat shall then be forwarded to the Board of Aldermen for its consideration by ordinance. The Board of Aldermen may overrule a disapproval of the Planning Commission.

#### 4. Final Plat

Following approval of the preliminary plat, ~~by the Planning Commission,~~ the developer shall file with the Planning Commission the final plat of the proposed subdivision. The final plat shall be reviewed by the Planning Commission Representative to determine whether it complies with all provisions of this chapter and with all other government and public utilities regulations. If the plat fails to comply with any requirement, the Planning Commission Representative shall return it to the developer with an explanation of the deficiencies. Any required modifications to the plat must be made and submitted to the Planning Commission Representative for reexamination. After the plat has been approved by the Planning Commission Representative, the original signed plat must be delivered to the City Clerk by noon on the day of the Planning Commission meeting at which approval of the plat is requested. The Planning Commission Representative shall make a recommendation to the Planning Commission for approval or disapproval based on whether the plat complies with all ordinance requirements. The final plat may include all or any part of the land proposed for subdivision on the approved preliminary plat. The developer shall be required to complete improvements, or to post security for the completion of such improvements as hereinafter required, for that portion of the preliminary plat for which final plat approval is requested.

#### 5. Approval, or disapproval and modification by Planning Commission and Board of Aldermen

~~The approval of the Planning Commission or its refusal to shall approve or disapprove said plat shall take place within 60 days from and after the submission of the plat for final approval, unless the owner or developer agrees in writing to an extension of this time period. In the event If the Planning Commission takes no action on a final plat within the allotted time, said the~~  
~~final plat shall be deemed to have been approved and the certificate of said the Planning Commission stating the date of the submission of the plat for approval and as to said Planning Commission's failure to act thereon within the allotted time shall be sufficient in lieu of the written endorsement or evidence of approval herein required. The basis for the Planning Commission's refusal to approve any plat submitted shall be stated upon the record of the Planning Commission. The final plat shall then be forwarded to the Board of Aldermen for its consideration by ordinance. The Board of Aldermen may overrule a disapproval of the Planning Commission.~~

...

#### **11.265. Sidewalks generally**

Sidewalks shall be constructed and installed in compliance with the city street and storm sewer specifications and design standards and all applicable design standards and specifications now or hereafter promulgated by the director of public works or adopted by the ~~City Council~~Board of Aldermen, on both sides of all streets unless otherwise specified in this chapter.

...

Section 2. This Ordinance shall be in full force and effect from and after its passage and approval.

Dated this day of , 2014.

\_\_\_\_\_  
Gene Rhorer, Mayor

Attest:

\_\_\_\_\_  
Darla Sapp, City Clerk

Certified as to correct form:

\_\_\_\_\_  
Fred Boeckmann, City Attorney

Transportation Planning for a Growing Community:

Nixa, MO case study

Prepared for the City of Ashland Planning and Zoning Commission by

Josh M. Hawkins, Ashland City Administrator

December 4, 2014



The purpose of this communication is to provide some perspective on the planning process in Ashland based on my experiences growing up in Nixa, Missouri. The parallels between Ashland and Nixa are similar and the repercussions of failing to manage rapid growth in my hometown can still be seen today. Nixa has since implemented some solutions to the traffic congestion and increased population density, namely the installation of turning lanes and sidewalks or non-vehicle transit lanes connecting schools to neighborhoods, which will be highlighted in this document. Growth is a common theme in our daily work at the City of Ashland. Managing it, controlling it, encouraging it or just reacting to it has invoked many conversations between the staff and volunteers and leadership in the community. The Regional Planning Commission will be facilitating our transportation planning process and I would encourage the discussion of design standards and traffic patterns be considered if the community would like to fully flesh out their options in transportation going forward.

**HISTORICAL POPULATION**

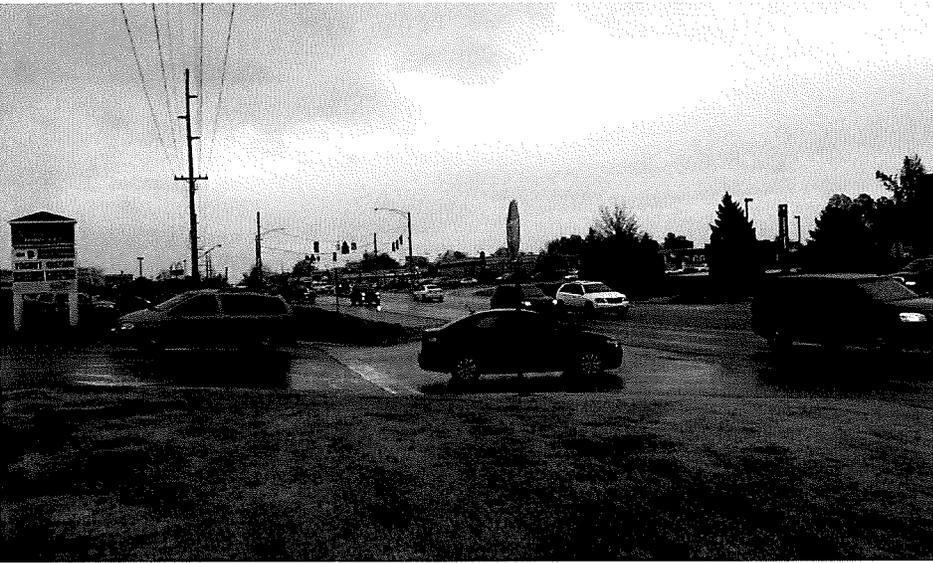
	<b>ASHLAND</b>	<b>NIXA</b>
<b><u>1980</u></b>	<b>1,021</b>	<b>2,662</b>
<b><u>1990</u></b>	<b>1,252</b>	<b>4,707</b>
<b><u>2000</u></b>	<b>1,869</b>	<b>12,124</b>
<b><u>2010</u></b>	<b>3,707</b>	<b>19,303</b>

Nixa grew for similar reasons Ashland is growing today: people looking for a smaller alternative to a larger city with a good school system while still enjoying a somewhat convenient commute to work. It has been discussed how much Ashland has changed since tripling in size in the past 15 years. Notice that when Nixa tripled in size during the 1990's that going from 4,707 people to 12,124 created an entirely new community. Traffic overwhelmed the transportation infrastructure, the schools began adding to existing buildings while buying land to build new schools and the City scrambled to keep up with the increased stress on infrastructure and demand for basic public safety, public works and recreational services.

It is crucial that our community be aware of the effects a rapidly increasing population will have on our community, both in terms of city services and lifestyle changes in the community. The most glaring change in lifestyle with an increasing population is traffic congestion and traffic patterns.

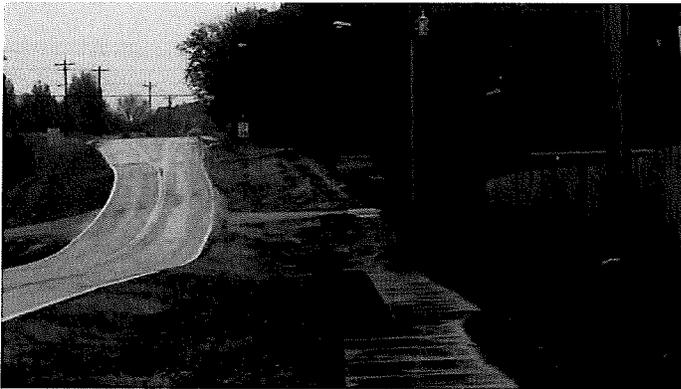
**TRAFFIC**

The photos below demonstrate Nixa traffic on a Saturday afternoon around 1:00 PM. This is not rush hour. The congestion is evident in what a population of over 20,000 (including county residents and nearby smaller towns, Nixa serves well over 25,000 residents on a daily basis) traveling on roads designed for less than 10,000 people. The additions of turning lanes have been critical in assisting traffic flow.



## SIDEWALKS AS TRANSPORTATION ALTERNATIVES

Ashland's density creates a problem during rush hour as we have many commuters driving in from the surrounding area to drop-off their kids to school and then access Highway 63 along with Ashland residents doing the same or simply commuting from their home in the City. The fact that Broadway offers the most convenient access to 63 creates congestion problems. Nixa installed sidewalks not only as a health benefit but also a tool for short distance commuters to refrain from driving when it was not needed. Almost all schools connect to their surrounding neighborhoods; this encourages students to walk to school safely. The key word is "connectivity" and not just having sidewalks just to say we have them. The sidewalk policy should have a purpose.



## STREET AND INTERSECTION DESIGN

When implementing transportation planning it is important to remember that options are usually limited based on existing right-of-ways, cost of construction and whether or not something is practical for the intended use. Installing sidewalks in every neighborhood is a noble goal but if it is not feasible, perhaps wider streets are a solution:



Butterfield Drive in Nixa (pictured above) is a collector road in a residential subdivision which connects highly traveled Gregg Road to the east, which is home to two different elementary schools with Nicholas Road to the west, where Nixa High School is located just north of Butterfield Drive. This design leaves the road wide enough to stripe two bike/pedestrian lanes, one on each side of the street. The connecting cul-de-sacs do not have sidewalks but the heavily traveled road allows a safe route to connecting sidewalks on the two high-traffic arterial roads which run parallel on each side of the neighborhood. *Connectivity* has been achieved without the cost of installing a sidewalk. This design also allows snow plowing without blocking sidewalks not to mention adds a safety dimension with the amount of traffic Butterfield Drive receives, specifically during peak school pick-up and drop-off hours.

## APPLYING THIS TO ASHLAND

The City would need subdivision design and street design requirements to achieve desired widths. Utilizing the Henry Clay fitness trail should be considered in achieving connectivity with the neighborhoods near and south of the elementary schools and connecting all the way north to the middle and high schools as well as the park and the neighborhoods north of downtown, including the Avenue of Flags and the Ashland Optimist Complex.



This intersection is similar to Broadway and Main Street. This is Main Street and Highway 14 in Nixa, where a four-way stop was in place since the City's founding in the 1800's. The north side of the intersection buffered a retail parking lot and a church parking lot on either side of Main Street. Thus they had room to add the right-hand turning lane onto Highway 14 as seen in the lower left corner of the picture.

The Broadway and Main Street intersection in Ashland does not have similar space as the intersection pictured above. A stop light without a turning lane may eventually be the only solution to traffic flow at our intersection as the congestion increases over the years. It would be in the best interest of our community for us to evaluate the Main Street and Broadway intersection during the transportation planning process.

Evaluating our current intersections and how they will be impacted by future growth is critical along with evaluating the potential impact to all existing and planned infrastructure. I would encourage P&Z to ask questions and possibly develop a checklist for proposed developments which address stress on infrastructure going forward, again, this should be done at your discretion and not just because I am recommending you do so. As a group we should explore all ideas for effectively managing our community's growth.

**DETENTION BASINS: THEY CAN BE AESTHETICALLY PLEASING:**



*Note the turning lane in the road*

**PLANNING AND ZONING: WHY IT WORKS IN GROWING COMMUNITIES**



This strip mall was built in a rural area on the west side of Nixa during the construction boom of the 1990's. It is still empty and no commercial development is imminent around this neighborhood. Sometimes enterprises fail, the City cannot dictate whether a development will or

will not succeed but the community can dictate what uses go in which neighborhood and whether or not the project should have aesthetic standards or if it should contribute sidewalks or traffic studies to help evaluate the impact on the surrounding neighborhoods and whether or not the proposal follows the comprehensive plan.

In conclusion, this document is intended to help the community understand the importance of careful planning for our growing city. As the city grows, traffic will become more congested and although our solutions may be limited in options it is our duty to carefully examine every potential solution to help make our city a safe, convenient place to live and work. More children will be walking to school, greater emphasis will be added storm water run-off while trying to create an aesthetically pleasing streetscape and landscaping standard to help our residents' property values.

The key is to have very serious discussions about what our community is, what is becoming and what we want it to be. Our policies should have a purpose and benefit the entire community, from children and students to senior citizens and everyone in between.