

**PLANNING & ZONING MEETING
109 E. BROADWAY
ASHLAND, MO 65010
TUESDAY, SEPTEMBER 8, 2015**

AGENDA

1. Call the Meeting to Order at 7:00 PM.
2. Approval of the Agenda September 8, 2015. Action _____
3. Approval of the Previous Minutes, August 11, 2015. Action _____
4. New Business: Parkside Subdivision; Complete Streets
5. Old Business:
6. Discussion: Chapters 9 & 12 revisions
7. Mayor's Report:
8. City Administrator's Report:
9. Guest Comments:
10. Commissioners' Report:

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

Megan Young
Administrative Assistant

**PLANNING AND ZONING MEETING
109 E. BROADWAY
ASHLAND, MO. 65010
TUESDAY, AUGUST 11, 2015
DRAFT**

PUBLIC HEARING:

The Planning and Zoning Commission held a Public Hearing, and Chairman Batson opened the hearing at 7:03 p.m., to seek public comments on:

1. Proposed Rezoning from County A-1 to City G-C, General Commercial for Knipp Farms, LLC.

Public Questions/Comments: Mike Martin questioned the purpose to the rezoning. Alderman Campbell commented on the future expansion of the City of Ashland within the next 5-10 years. Mr. Martin questioned the growth of Ashland and that he hasn't seen any plans for that growth. Mr. Martin also asked about Dept. of Natural Resources (DNR) approval for the City of Ashland's new Sewer Facility. Mayor Rhorer stated that the Sewer Facility final plans are presently at DNR awaiting approval, and the City of Ashland expects them to be approved shortly. Mayor Rhorer also commented that the Sewer Facility would take time to build, and would have several phases planned.

No further public comments.

Chairman Batson closed the Public Hearing at 7:25 p.m.

PUBLIC HEARING:

The Planning and Zoning Commission held a Public Hearing, and Chairman Batson opened the hearing at 7:26 p.m., to seek public comments on:

2. Proposed Rezoning from County A-1 to City G-C, General Commercial for The Baptist Home properties. Present to answer any questions Steve Long, The Baptist Home, Steven Jones, The Baptist Home, and Brian Harrington, Allstate Consultants.

Public Questions/Comments: Steve Long, The Baptist Home, did a small speech on the phases and types of residences and residents to be expected to live on The Baptist Home properties. Commissioner Beuselinck asked if roads on The Baptist Home property will be private. Steve Long said yes. Alderman Campbell asked if The Baptist Home would be using local labor and materials for resources. Steve Long said yes. Alderman Klippel asked since The Baptist Home is in rural areas do the residents complain about the surrounding farms/farmers? Steven Jones, The Baptist Home, said they have several large properties in rural areas in Missouri and have not received any complaints. He stated when The Baptist Home starts building, it generally assists the local towns to improve the areas near The Baptist Home.

No further public comments.

Chairman Batson closed the Public Hearing at 7:39 p.m.

PUBLIC HEARING:

The Planning and Zoning Commission held a Public Hearing, and Chairman Batson opened the hearing at 7:40 p.m., to seek public comments on:

3. City of Ashland's adoption of the 2015 Comprehensive Transportation Plan.

Public Questions/Comments: There were no public comments.

Chairman Batson closed the Public Hearing at 7:41 p.m.

REGULAR MEETING:

1. Chairman Batson called the meeting to order Tuesday, August 11, 2015 at 7:42 p.m. at 109 E. Broadway, Ashland, Missouri. Commissioners in attendance were Brad Williamson, Fred Klippel, Paul Beuselinck, James Branson, Greg Batson, Nikki Courtney and Jeffrey Sapp.

Also present were Mayor Gene Rhorer, City Administrator Josh Hawkins, City Attorney Fred Boeckman, Alderman George Campbell and Administrative Assistant Megan Young.

2. Chairman Batson called for a motion to approve the August 11, 2015 agenda. Commissioner Beuselinck asked that future agendas have the time of the meeting added. Commissioner Sapp made a motion to approve the August 11, 2015 agenda. Seconded by Commissioner Beuselinck. Motion carried unanimously.

3. Chairman Batson made a motion to approve the previous minutes dated July 14, 2015. Motion was made by Commissioner Branson to approve the previous minutes dated July 14, 2015. Seconded by Commissioner Williamson. Motion carried unanimously.

4. NEW BUSINESS:

A). Proposed Rezoning from County A-1 to City G-C, General Commercial for Knipp Farms, LLC.

There were no comments from the Commissioners. Chairman Batson asked for a motion. Commissioner Sapp made a motion to approve the rezoning request as submitted. Seconded by Commissioner Courtney. Motion carried unanimously.

B). Proposed Rezoning from County A-1 to City G-C, General Commercial for The Baptist Home properties.

Chairman Batson asked questions about the 2nd access/egress road from The Baptist Home. Wanted to know if there had been discussion on a road between Ashland and The Baptist Home and who would maintain it. Mayor Rhorer stated The Baptist Home would build the road and the City of Ashland would accept and maintain the road. The Commissioners discussed possible revenue sources with The Baptist Home. Chairman Batson asked for a motion. Commissioner Sapp made a motion to approve the rezoning request as submitted. Seconded by Commissioner Williamson. Motion carried unanimously.

C). OFFICERS ELECTIONS:

Ballots were handed out to the Commissioners with Commissioners names for the election of a new Vice Chairman. Ballots were marked and collected by Administrative Assistant Megan Young for a count.

Vice Chairman Planning and Zoning

Commissioner Batson	Brad Williamson
Commissioner Williamson	James Branson
Commissioner Branson	Brad Williamson
Commissioner Sapp	James Branson
Commissioner Klippel	Brad Williamson
Commissioner Courtney	Paul Beuselinck
Commissioner Beuselinck	Nikki Courtney

Brad Williamson	3
James Branson	2
Paul Beuselinck	1
Nikki Courtney	1

Vice Chairman Brad Williamson

5. OLD BUSINESS: City of Ashland’s adoption of the 2015 Comprehensive Transportation Plan. City Administrator Josh Hawkins explained that in order for the City of Ashland to adopt the 2015 Comprehensive Transportation Plan, the Planning and Zoning Commission must officially accept the plan. Chairman Batson asked for any revisions or comments from the commissioners. There were none. Chairman Batson called for a vote. Commissioner Sapp made a motion to accept the 2015 Comprehensive Transportation Plan. Seconded by Commissioner Courtney. Motion carried unanimously.

6. DISCUSSION: None.

7. Mayor’s Report:

Mayor Gene Rhorer thanked the commissioners and commented on the approval vote and how much it meant to the future of the City of Ashland.

8. City Administrator’s Report:

City Administrator Josh Hawkins informed the commissioners that due to rain earlier in the summer, APAC is 6-8 weeks behind on their street resurfacing schedule. APAC should start in September. The tennis court refurbishment at the park won’t be until next year. City Engineer Scott Vogler is working on a storm water ordinance. 1st quarter Sales Tax for the City is down, not a big deal, just disappointing. City Administrator Hawkins spent last week in Conway, AR at a Community Development Institute course getting a lot of good information. The next joint meeting with the Board of Aldermen will be at the end of September. The Ash St. project will be discussed at the next joint meeting.

Guest Comments: None

Commissioners' Report:

Commissioner Klippel reminded everyone that Wednesday was the first day of school and to watch their speed limits.

Chairman Branson called for a motion to adjourn, August 11, 2015, Planning and Zoning Meeting. Commissioner Sapp made a motion to adjourn, August 11, 2015, Planning and Zoning Meeting. Seconded by Commissioner Klippel. Motion carried.

Minutes prepared by Megan Young

CITY OF ASHLAND, MO

**P&Z COMMISSION
PROJECT COVER SHEET**

Parkside Subdivision
(PROPERTY NAME)

DATE: August 31, 2015
OWNER/OPERATOR: James G. Nichols
ARCHITECT: N/A
ENGINEER: N/A
LAND SURVEYOR: C. Stephen Heying Surveying
REMEDATION EXPERT: N/A
LOCATION: Corner of Ash Street and North College Avenue

SITE SIZE: Lot 1 13,370 sq. ft.
Lot 2 12,000 sq. ft.
Lot 3 12,000 sq. ft.

ZONING: R-2

REQUESTED ACTION:

- | | | | |
|-----------------------|-------------------------|----------------------------------|--------------------------|
| <input type="radio"/> | Zoning Application | <input type="radio"/> | Minor Subdivision |
| <input type="radio"/> | Re-zoning Application | <input checked="" type="radio"/> | Plat |
| <input type="radio"/> | Remodel/Renovation | <input type="radio"/> | Sign Variance |
| <input type="radio"/> | Site Plan – Preliminary | <input type="radio"/> | Plan Update/Revision |
| <input type="radio"/> | Site Plan – Final | <input type="radio"/> | Standard Update/Revision |

GENERAL DESCRIPTION:

Subdivision of an existing property into three lots

APPLICABLE STANDARDS/CODES:

Section 9.295 Area Regulations, minimum lot size and width

UNIQUE ASPECTS/CONCERNS/ISSUES IN THIS PROJECT/SURROUNDING LAND USES:

R-2 zoning minimum lot size 12,000 sf (meets requirements)
R-2 zoning minimum lot width 90 ft (lot width on lot 2 & 3 is shown at 60 ft. does not meet requirements)
Existing plat lot widths are 75 ft by scale

STAFF RECOMMENDATION:

MECO Engineering and City staff have reviewed the proposed plat. The plat does not meet minimum lot widths.

Recommend DENIAL of request.

Boone County Internet Parcel Map

Prepared by the Boone County Assessor's Office, (573) 886-4262



Boone County Assessor's Office

126ft

Map Generated: 9/3/2016 3:10:11 PM

ATTENTION!!

DISCLAIMER; READ CAREFULLY: These maps were prepared for the inventory of real property based on the utilization of deeds, plans, and/or supportive data. In addition, map files are frequently changed to reflect changes in boundaries, lot lines and other geographic features resulting from changes in ownership, development and other causes. The existence, dimension, and location of features, as well as other information, should not be relied upon for any purpose without actual field verification. The County of Boone makes no warranty of any kind concerning the completeness or accuracy of information contained on these maps and assumes no liability or responsibility for the use or reuse of these maps by persons not affiliated with Boone County. Use of these maps by any person not affiliated with Boone County constitutes agreement by the user to assume full liability and responsibility for the verification of the accuracy of information shown on these maps.



Development Review Application

- I. CONFERENCE** A pre-application conference with the Community Development Director is required before an application will be accepted for review. If you require additional information concerning application procedures, or need to schedule an appointment for a pre-application conference, please contact Ashland City Hall at (573) 657-2091.

Conference Date: N/A CDD Staff Signature: _____

- II. APPLICATION TYPE** Please select the type of application from the options listed below:

- Site Plan Review
- Conditional Use
- Rezoning
- Subdivision Plat
- Subdivision Plat (Minor)

- III. REQUIRED SUBMITTALS WITH COMPLETED APPLICATION** (only provide checked items)

- Property survey
- Notarized letter of authorization from the property owner, if the applicant is not the owner.
- Names and addresses of all owners of record for all real property located within 185' of the property for which the change is requested.
- Advertising & Notification Charges: \$100 (*you will be billed if advertising/notification costs are exceeded*)
- Site Plan / Drawing (5 signed and sealed copies). These 5 plans must be Standard Size D (24"x36"). A reduced 11"x17" copy and a PDF disc are also required. The plan shall include the following information.
 - Title Sheet that may include the survey.
 - Site Plan
 - Paving/grading/drainage plan
 - Utilities sheet (including all existing utilities)
 - Detail sheet(s)
 - Building elevations
 - Sign locations (Sign design shall be approved on a separate permit)
 - Adjacent zoning and land uses
- Soil Survey
- Stormwater Calculations
- Traffic Study
- Preliminary or Final Plat
 - a. Preliminary plats requires (5) 18"x24" or (5) 24"x36" signed and sealed copies for P&Z and Board of Aldermen review. A reduced 11"x17" copy and a PDF disc are also required.
 - b. Final plats require an executed mylar, (5) 18"x24" or (5) 24"x36" signed and sealed copies for P&Z and Board of Aldermen review. A reduced 11"x17" copy and a PDF disc are also required.
- Other: Drive & Garage Easement/Description
- Application Fee: \$200 (See page 3)

IV. SUBMITTAL INFORMATION The undersigned hereby applies to the CITY OF ASHLAND, MISSOURI, for development review as outlined below and in the attached documents:

1. Physical Address: 211 Ash St.
Parcel ID #: 2316001241011001.00 01
Project Name: Parkside Subdivision

2. Applicant / Agent Name (Please Print): C. Stephen Heying
Address: 1202 N. Madison Phone #: 573-442-3455
Columbia, MO 65203 Fax #: 573-442-3455
E-Mail: ashlandbrdman@yahoo.com

3. Current Owner Name (Please Print): James G. Nichols
Address: P.O. Box 365 Phone #: 573-424-1818
Ashland, MO 65010 Fax #: _____
E-Mail: _____

Attach a notarized letter of authorization if owner is not the applicant

Applicant's Signature: _____

----- Office Use Only Below This Line -----

4. Project Schedule:

	Date	Notes
Application:	<u>7-22-15</u>	_____
City Staff Review:	<u>8-25-15</u>	_____
Planning & Zoning:	_____	_____
Board of Aldermen 1st Reading:	_____	_____
Board of Aldermen 2nd Reading:	_____	_____
Final Revisions / As-Built Received:	_____	_____

5. Property Information

Verified Parcel ID#: / / / / /
Subdivision: _____
Metes & Bounds: _____

Parcel Size: _____ Total Square Footage of Existing Structures: _____
Current Zoning: _____ Future Land Use (Comp Plan): _____
Existing Use: _____ Proposed Use: _____

A Description for Proposed Drive & Garage Easement

Commencing at the southeast corner of Lot 1 in Block 7 in the Town of Ashland, as shown by the survey recorded in Book 66, Page 108 of the Records of Boone County, Missouri; thence, along the south line of said Lot 1 and the south line of Lot 2 in Block 7, S 88°-42'-10" W ~ 120.00 feet to the southwest corner of the property described in the Warranty Deed recorded in Book 3036, Page 3 of the Records of Boone County, Missouri; thence, along the west line of said property, N 00°-00'-10" E ~ 43.90 feet to the Point of Beginning.

Thence, continuing along the west line of said property, N 00°-00'-10" E ~ 75.28 feet; thence S 88°-03'-50" W ~ 6.52 feet; thence S 01°-56'-10" E ~ 22.40 feet; thence, S 06°-14'-00" E ~ 52.98 feet to the Point of Beginning, containing 290 square feet (or 0.007 Acres) in Boone County, Missouri.



Planning & Zoning Commissions Checklist For: *Final Plat*

Ref. 11.165 Final Plat Requirements

- Number of copies, required scale, required signatures:** The original of the final plat, bearing the seal and signature of a registered land surveyor, along with seven (7) black line or blue line copies of said plat shall be submitted to the Planning Commission's representative at least fourteen (30) working days prior to the meeting of the Planning Commission at which the final plat is to be considered. The final plat shall be drawn on linen tracing cloth-Cronaflex, Mylar or similar material, on sheets 22 inches by 36 inches, and shall be drawn at a scale of not less than 1 inch equals 100 feet (1' equals 100'). Said scale shall be drawn on the plat

- Information required on final plat**
 - Date, name and location of the subdivision, name of owner, graphic scale, reference bearing and north point.

 - Length and bearing of each boundary line of the property as determined by survey. The relative location of the boundary lines and adjacent lines and corporate boundaries, tract boundaries, right-of-way lines of streets, street names, easements and other rights-of-way. All boundary lines and other site lines with accurate dimension, bearings, or deflection angles and radii, arc and central angles of all curves. All lot lines shall be dimensioned. All angles, points and points of curves shall be dimensioned to lot lines, all in accordance with survey standards of the Missouri Department of Natural Resources as provided hereinafter.

 - Name of the subdivision and the names of adjacent subdivisions. The names of streets to conform wherever possible to extensions of existing streets, and numbers of lots and block numbers. Name and location of any park or other proposed public property. In case of branching streets, the line of departure shall be indicated.

 - The description and location of all monuments with the permanent references to same. All easements of any nature shall be designated.

 - Location of all buildings set back lines on all lots shall be designated.

 - Legal description of the property subdivided, and the acreage of the subdivision to the nearest one-tenth (1/10) of an acre.



Planning & Zoning Commissions Checklist For: *Final Plat*

Ref. 11.175 Lots and block numbers

- Lots shall be arranged in numerical order. In tracts containing more than one block, the blocks shall be likewise placed in numerical order. In the case of a re-subdivision of lots, said lots shall be numbered in numerical order. In the case of any re-subdivision of lots in any block, such re-subdivided lots shall be designated by their original number prefixed with the term most accurately describing such division, such as: W ½ of Lot 3, etc. or they shall be designated numerically, beginning with the number following the highest lot number in the block.

Ref. 11.180. Dedicated property and owner's certification

- Certification that the owner is the legal owner and has given consent to the subdivision and irrevocable dedication of street rights-of-way, easements and all other lands intended for public use.

Ref. 10.075 Content of subdivision regulations

- The regulation may include requirements as to the extent and the manner in which the streets of the subdivision or any designated portions thereto shall be graded and improved as well as including requirements as to the extent and manner of the installation of all utility facilities, and compliance with all of these requirements is a condition precedent to the approval of the plat. The regulations or practice of the Board of Aldermen may provide for the tentative approval of the plat previous to the improvements and installations; but any tentative approval shall not be entered on the plat. The regulations may provide that, in lieu of the completion of the work and installations previous to the final approval of a plat, the Board may accept a bond in an amount and with surety and conditions satisfactory to it, providing for and securing the actual construction and installation of the improvements and utilities within a period specified by the Board and expressed in the bond; and the Board may enforce the bond by all appropriate legal and equitable remedies. The regulations may provide, in lieu of the completion of the work and installations previous to the final approval of a plat, for an assessment or other method whereby the Board is put in an assured position to do the work and make the installations at the cost of the owners of the property within the subdivision. The regulations may provide for the dedication, reservation or acquisition of lands and open spaces necessary for public uses indicated on the city plan and for appropriate means of providing for the compensation, including reasonable charges against the subdivision, if any, and over a period of time and in a manner as is in the public interest.

City Staff Member

Complete Streets policy

(a) Purpose.

The purpose of this policy is to set forth guiding principles and practices for use in all transportation projects, where practicable, economically feasible, and otherwise in accordance with applicable law, so as to encourage walking, bicycling, and other non-motorized forms of transit, in addition to normal motorized transit, including personal, freight, and public transit vehicles. All uses must be designed to allow safe operations for all users regardless of age or ability. The ultimate goal of this policy is the creation of an interconnected network of Complete Streets that balances the needs of all users in pleasant and appealing ways in order to achieve maximum functionality and use.

(b) Application and scope.

(1) This policy requires the city administrator to include complete street elements in the design, construction and maintenance of public transportation projects, improvements and facilities. The city administrator or board of aldermen may exempt a project from this policy provided one or more of the following conditions are met:

(i) Non-motorized use of the roadway under consideration is prohibited by law. In this case a greater effort may be necessary to accommodate bicyclists and pedestrians elsewhere within the right of way or within the same transportation corridor.

(ii) The cost of inclusion would be excessively disproportionate to the need or probable use. Excessively disproportionate is defined as exceeding twenty percent of the cost of the larger transportation project. This twenty percent figure should be used in an advisory rather than an absolute sense.

(iii) The street has severe topographic or natural resource constraints.

In all cases where an exemption has been granted, the city administrator or other appropriate official shall document the decision and the invoked exemption condition(s) in the project plan.

(2) This policy requires consideration of complete streets elements by the Planning and Zoning Commission, in appropriate circumstances. Accordingly, the city strongly

encourages all developers and builders to obtain and comply with, as appropriate, these standards.

(3) This policy is intended to cover all development and redevelopment in the public domain within Ashland. This includes all public transportation projects such as, but not limited to, new road construction, reconstruction retrofits, upgrades, resurfacing, and rehabilitation. This also includes privately built roads intended for public use. As such, compliance with these principles may be factored into decisions related to the city's participation in private projects and whether the city will accept possession of privately built roads constructed after the passage of this ordinance. The city administrator, on a case-by-case basis, may exclude routine maintenance from these requirements.

(4) The city understands that special considerations and designs are necessary to accommodate older adults and disabled citizens. Accordingly, the city will ensure that those needs are met in all complete streets designs. All public compliant transportation projects involving complete streets elements, where practicable, shall be compliant with the Americans with Disabilities Act (ADA) to help meet those special considerations.

(c) Guiding principles and practices.

(1) "Complete street" defined. A complete street is designed to be a transportation corridor for all users: pedestrians, cyclists, transit users, and motorists. Complete streets are designed and operated to enable safe continuous travel networks for all users. Pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move from destination to destination along and across a network of complete streets. Transportation improvements, facilities and amenities that may contribute to complete streets and that are considered as elements of a "complete street" include: street and sidewalk lighting; pedestrian and bicycle safety improvements; access improvements, including compliance with the ADA; public transit facilities accommodation including, but not limited, to pedestrian access improvement to transit stops and stations; street trees and landscaping; drainage; and street amenities.

(2) The city will strive, where practicable and economically feasible, to incorporate "complete streets" elements into all public transportation projects in order to provide appropriate accommodation for bicyclists, pedestrians, transit users and persons of all

abilities, while promoting safe operation for all users, in comprehensive and connected networks in a manner consistent with, and supportive of, the surrounding community.

(3) The city will incorporate complete streets principles into all public strategic plans, upon subsequent updates. The principles, where practicable, shall be incorporated into other public works plans, manuals, rules, regulations, operational standards, and programs as appropriate and directed by the city administrator. The principles shall be incorporated into appropriate materials and resources no later than two years after the adoption of this ordinance.

(4) It shall be a goal of the city to foster partnerships with the State of Missouri, Boone County and neighboring communities in consideration of functional facilities and accommodations in furtherance of the city's complete streets policy and the continuation of such facilities and accommodations beyond the city's borders.

(5) The city recognizes that complete streets may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time. The city will attempt to draw upon all possible funding sources to plan and implement this policy and shall investigate grants that may be available to make complete streets elements more economically feasible.

(6) The city recognizes that the elements comprising a complete street are only effective when appealing and pleasant to use and will ensure improvements meet those standards.

(d) Study/analysis to be undertaken as part of public transportation project.

During the planning phase of any public transportation improvement project, a designee of the city administrator (which may be the street superintendent, the city's design engineer, or other person or firm deemed appropriate by the city administrator) shall conduct a study and analysis relating to the addition and incorporation of complete streets elements into the project.

The study and analysis shall include cost estimates, whether the elements could be incorporated in a safe and legal manner, the degree that such improvements or facilities may be utilized, the benefit of such improvements or facilities to other public

transportation improvements, whether additional property is required, physical or area requirements or limitations and any other factors deemed relevant.

Such study and analysis shall be submitted to the city administrator for consideration in the design and planning of the public transportation project. The city administrator shall incorporate complete streets elements in each public transportation project to the extent that such is economically and physically feasible.

(e) Administration.

(1) The city administrator shall be responsible for the overall implementation and execution of the complete streets principles and practices.

(2) The city administrator shall collaborate with appropriate staff to adopt a complete streets checklist for use on all public transportation projects. The city encourages all developers and builders to obtain and use this checklist.

(3) When available, appropriate, and monetarily feasible, the city shall support staff professional development and training on non-motorized transportation issues through attending conferences, classes, seminars, and workshops.

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 amended by deleting Section 106 in its
entirety and replacing it with the following:

9.106 Review Plans and Documents Submission, Review Required

Any property owner who proposes to develop land within any district, shall submit a set of
Review Plans and Documents to the City. Such Review Plans and Documents shall be required
when land in district R-1 is subdivided for single family residences but not when an individual
lot in District R-1 is developed for a single family residence. Review Plans and Documents shall
include the following elements:

- A. Meet the standards of the City of Ashland's long range plan.
- B. Comply with all applicable local, state and federal ordinances, rules, statutes, laws,
regulations and requirements.
- C. North arrow and scale. All site plans are to be drawn to a standard engineer's scale. All
items shown on the review plan, including, but not limited to, street, driveways, and buildings
shall be drawn to scale. The actual scale used will depend on the development and shall be
subject to approval of the City Engineer. All sites submitted for review shall be surveyed by a
Missouri licensed land surveyor.
- D. Topography and Contours. Existing topography with contours at 5-foot intervals, and
delineating any land areas within the 100-year floodplain. Finished grades or contours for
entire site (5 or 1-foot contour intervals may be required depending on the site).
- E. Proposed location of buildings and other structures, parking areas, drives, walks,
screening, drainage patterns, public streets and any existing easements. Location, width and
limits of all existing and proposed sidewalks. Location, size and radii of all existing and
proposed median breaks, turning lanes, streets, roadways and parking lots.
- F. All adjacent public street right-of-way, existing and proposed, with centerline location.
All adjacent public street and private drive locations, widths, curb cuts and radii (existing and
proposed).
- G. Location of all required building and parking setbacks.

- H. Location, dimensions, number of stories and area in square feet of proposed buildings.
- I. Area of land on review plan in square feet or acres.
- J. Limits, location, size and material to be used in all proposed retaining walls.
- K. Location, height, candle power and type of outside lighting fixtures for buildings and parking lots. Illumination Plan overlaid on review plan.
- L. Location, size, type of material and message of all proposed monument or detached signs.
- M. Storm water collection, detention, and erosion control plans and calculations.
- N. Analysis of the capacity of the existing sanitary sewer receiving system.
- O. Building elevations: Elevations of all sides of proposed buildings, including notation indicating building material to be used on exteriors and roofs. Location, size and materials to be used in all screening of rooftop mechanical equipment.
- P. Landscaping and screening: Landscape plan calling out size, species, location and number of all proposed landscape material. Notation of all areas to be seeded or sodded. Location, size and materials to be used for all screening and outside trash enclosure areas.
- Q. Traffic Impact Analysis (TIA). A TIA may be required by the City Administrator whose decision is appealable to the Planning and Zoning Commission whose decision is appealable to the City Council. In addition, the Planning and Zoning Commission and City Council on their own motion may require a TIA. Elements which will be considered in the determination of requiring a TIA, include, but are not limited to:
 - 1. Areas of existing high traffic congestion
 - 2. Proposed development of a size, i.e., building square footage, number of employees, that a significant increase in area traffic is expected.

The Review Plans and Documents 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 review plans and documents 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 review plan and documents based on whether the plans and documents meet the requirements of this section. The Planning and Zoning Commission shall approve, approve conditionally or disapprove the review plan and documents. If the Commission disapproves the review plans and documents, it shall provide written reasons for disapproval. Review plans and documents disapproval decisions made by the Planning and Zoning Commission may be appealed to the Board of Adjustment as outlined in 10.160.

Section 2. Chapter 9 of the Ashland City Code is hereby amended as follows:

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

9.107. Modifications to Approved Site Plans and Development Plans

Minor Site Plan and Development Plan Modifications.

Minor modifications to a previously approved site plan or development plan may be necessary to accommodate site constraints or facilitate practical site construction. A developer may request that these minor site plan or development plan modifications be reviewed by the Administrative Officer or designee in lieu of submitting a revised site plan or development plan to the Planning and Zoning Commission. The Administrative Officer or designee may approve such proposed site plan or development plan modifications if they are determined to be minor in nature and are found to be in full compliance with all applicable local, state, and federal ordinances, rules, statutes, laws, regulations and requirements. The Administrative Officer or designee may require revised drawings for City review prior to approval. All approved minor site plan or development plan modifications shall be included on the set of as-built construction drawings submitted to the City prior to the conclusion of the project.

Minor site plan or development plan modifications are intended to be technical, dimensional adjustments based upon field conditions and shall not include the following:

- a.) Changes to the property use shown on the original approved site plan or development plan.
- b.) The addition of more than 500 square feet of new impervious surface.
- c.) Increases in building floor area.
- d.) Construction of additional structures.
- e.) Changes to buildings, parking areas, drive aisles, etc which significantly impacts the general site layout.
- f.) Any change to sewer and stormwater

2) Major site plan and development plan modifications.

All proposed modifications which are not found to be minor site plan or development plan modifications by the Administrative Officer or designee shall be classified as major site plan or development plan modifications. Major site plan or development plan modifications shall require review and approval by the City's Planning and Zoning Commission. Developers wishing to request a major site plan or development plan modification shall submit a revised site plan or development plan to the City's Planning and Zoning Commission for review and consideration for approval. The review and approval procedure for major site plan or development plan modifications shall be the same as the site development plan review process shown in section 9.106.

...

9.373. Travel Trailer Parks:

Travel Trailer Parks may be permitted in those zoning districts which include it as a “permitted use” in Chapter 9. The following additional standards shall apply.

A. *Required Plans.* A site development plan in accordance with Chapter 9, Section 9.106 shall be provided.

...

Section 3. 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

COUNCIL BILL NO. 2015-000

ORDINANCE NO.

AN ORDINANCE TO AMEND CHAPTER 9, PLANNING AND ZONING, OF THE CODE OF THE CITY OF ASHLAND AS IT PERTAINS TO FENCES

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.

9.340. Fences and Walls: Any fence or wall erected within the City shall meet professionally accepted building standards and the regulations cited below.

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D. Residential fences and walls.

...

All residential fences shall be constructed of approved materials listed within this section. Fences ~~which face public right-of-ways~~ shall be erected with the finished side facing out. Barbed wire or similar materials shall not be allowed within any residential district. Undeveloped residential properties may be fenced upon approval of the fence location and material by the Administrative Official or designee.

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

Dated this ____ day of _____, 2015.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified as to correct form:

Fred Boeckmann, City Attorney

AN ORDINANCE TO AMEND CHAPTER 12, ARTICLE VI AND APPENDIX F,
STORMWATER MANAGEMENT REGULATIONS

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

Section 1. Chapter 12, Article VI of the Ashland City Code is hereby amended as follows:

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

12.525 Stormwater Management Plan

A stormwater management plan is designed to safely manage the stormwater runoff following the rainstorms that exceed the maximum allowable release rate and the capacity of the stormwater drainage system and/or the storm sewer by detention of the excess stormwater runoff. It is also designed to manage the quality of stormwater runoff during development through erosion and sedimentation controls. The plan shall provide or be accompanied by maps at a minimum scale of one (1) inch is less than or equal to two hundred (200) feet and other descriptive material, including the basis of computation, showing the following:

...

7. Provide stormwater management system design calculations as follows:

- a. Design storms used.
- b. Calculated hydrographs of inflow and outflow of design storms for the project site under natural and undeveloped conditions.
- c. Hydrographs of the runoff from the design storm for the project site under developed conditions.
- ~~d. For all detention basins, a plot or tabulation of storage volumes with corresponding water surface elevations and of the basin overflow rates for those water surface elevations.~~
- d. For all detention basins, the submitted shall include the following:
 - (1) Rainfall hyetograph plotted in inches per hour as ordinates, and time from beginning of storm as abscissas
 - (2) Maximum outflow rates, in cubic feet per second, and minimum storage volumes as determined in consultation with the City Engineer

(3) Complete plans for grading, storm sewers, and inlets, outflow structures, dams, emergency spillways, and other appurtenances

(4) Slope, type, size and complete flow calculations for outlet structures, spillways, and other waterways

(5) Stage-storage curves for proposed detention facilities plotted in units of detention facility water surface elevation (and depth) as ordinates, and cumulative volume of storage as abscissas

(6) Stage-storage curves for outlet works plotted in units of detention facility water surface elevation (and depth) as ordinates, and discharge rate in cubic feet per second (cfs) as abscissas

(7) Inflow and outflow hydrographs plotted in units of cubic feet per second of inflow and outflow as ordinates, and time from start of storm as abscissas. The inflow and outflow hydrographs shall be plotted and labeled to show total storage requirements and time to empty the detention facility

...

Section 2. Chapter 12, Appendix F of the Ashland City Code is amended by adding the following:

SECTION 9 DETENTION STORAGE

Frequently, undeveloped upper reaches of watersheds can use detention facilities to correct runoff problems or to restrict runoff from development to that which existed prior to the change in land use. Because of the proximity of future development in the City to receiving streams and the general lack of suitable sites, on-site detention storage will probably find limited use.

When desired by the developer or as required by the City to control runoff, detention storage facilities shall be designed by a Registered Professional Engineer experienced in such design. Prior to design of detention facilities, the developer and the developer's engineer shall consult with the City Engineer who will stipulate parameters to be used in establishing the allowable release rate and review siting of the facility.

The List of References in this manual contains several references covering design of detention facilities. These and other references covering state-of-the-art design should be used as appropriate.

Where appropriate, state and federal laws pertaining to dams shall control and shall take precedence to the extent that the detention facilities may be classified as "dams" thereunder.

A. General Provisions

1. Detention/retention facilities shall have 1,000 acres or less area tributary to the facility.
 2. Dams which are greater than 10 feet in height but do not fall into State or Federal requirement categories shall be designed in accordance with the latest edition of SCS Technical Release No. 60, "Earth Dams and Reservoirs," as Class "C" Structures.
 3. All lake and pond developments must conform to local, State, and Federal regulations. Legal definitions and regulations for dams and reservoirs can be found in the Missouri Code of State Regulations, Division 22.
- B. Release Rate: The maximum release rate from any development shall be the existing undeveloped rate for the 25 year storm.
- C. Detention Basin Size: Owners/engineers may utilize methodology outlined in (SCS, 1986). A Type II rainfall distribution shall be the required storm hyetograph. Maximum detention storage shall be based upon the allowable release rate and upon the developed condition for the site. Basin volume shall be sized for the 25 year storm.
- D. Primary Outlet Works: The primary outlet shall be designed to meet the following requirements:
- 1 The outlet shall be designed to function without requiring attendance or operation of any kind or requiring use of equipment or tools, or any mechanical devices.
 2. All discharge from the detention facility when inflow is equal to or less than the 25 year inflow shall be via the Primary Outlet.
 3. The design discharge rate via the outlet shall continuously increase with increasing head and shall have hydraulic characteristics similar to weirs, orifices or pipes.
 4. For dry detention basins, the design shall allow for discharge of at least 80% of the detention storage volume within 24 hours after the peak or center of mass of the inflow has entered the detention basin.
 5. Ponds shall be designed with a non-clogging outlet such as a reverse-slope pipe, or a weir outlet. A reverse-slope pipe draws from below the permanent pool extending in a reverse angle up to the riser and establishes the water elevation of the permanent pool. Because these outlets draw water from below the level of the permanent pool, they are less likely to be clogged by floating debris.
 6. No orifice shall be less than 3 inches in diameter. (Smaller orifices are more susceptible to clogging.)

- E. Emergency Spillways: The emergency spillway may either be combined with the outlet works or be a separate structure or channel meeting the following criteria:
1. Elevation: Emergency spillways shall be designed so that their crest elevation is 0.5 feet or more above the maximum water surface elevation in the detention facility attained by the 25 year storm.
 2. Capacity: In cases where the impoundment/emergency spillway is not regulated by either State or Federal agencies, the emergency spillway shall be designed to pass the 100 year storm with 1 foot of freeboard from the design state to the top of dam, assuming zero available storage in the basin and zero flow through the primary outlet. This design provides an added level of protection in the event of a clogged primary outlet or a subsequent 100 year storm event that occurs before the flood pool from the initial storm event recedes to the principal outlet elevation.
- F. Wet Bottom Basins/ Retention Facility: For basins designed with permanent pools:
1. Minimum Depth: The minimum normal depth of water before the introduction of excess storm water shall be 4 feet plus a sedimentation allowance of not less than 5 years accumulation.
 2. Depth for Fish: If the pond is to contain fish, at least one-quarter of the area of the permanent pool must have a minimum depth of 10 feet plus sedimentation allowance.
 3. Side Slopes: The side slopes shall conform as closely as possible to regarded or natural land contours, and should not exceed 3 horizontal to 1 vertical. Slopes exceeding this limit shall require erosion control and safety measures and a geotechnical analysis.
- G. Dry Bottom Basins/ Detention Facility: for basins designed to be normally dry:
1. Interior Drainage: Provisions must be incorporated to facilitate interior drainage to outlet structures. Grades for drainage facilities shall not be less than 2% on turf. Concrete swales, with a minimum gradient of 1.0%, may be used as needed to conduct storm water from turf bottom areas to the outlet structure.
 2. Side Slopes: The side slopes of dry ponds should be relatively flat to reduce safety risks and to help to lengthen the effective flow path. Slopes shall not be steeper than 3 horizontal to 1 vertical.
- H. Other Storage: All or a portion of the detention storage may also be provided in underground or surface detention areas, including, but not limited to, oversized storm sewers, vaults, tanks, swales, etc.

- I. Access: Provisions shall be made to permit access and use of auxiliary equipment to facilitate emptying, cleaning, maintenance, or for emergency purposes.
- J. Underground Storage: Underground detention facilities shall be designed with adequate access for maintenance (cleaning and sediment removal). Such facilities shall be provided with positive gravity outlets. Venting shall be sufficient to prevent accumulation of toxic or explosive gases.

Section 3. This Ordinance shall be in full force and effect from and after its passage and approval.

Dated this ____ day of _____, 2015.

Gene Rhorer, Mayor

Attest:

Darla Sapp, City Clerk

Certified as to correct form:

Fred Boeckmann, City Attorney