

**NOTICE OF OPEN REGULAR MEETING
Cameron Planning and Zoning Commission**

Monday, September 9, 2013

6:00 p.m.

City Hall

AGENDA

1. Call to Order. Michael O'Donnell, presiding
2. Approval of (Corrected) Minutes; July 8, 2013 (attached)
3. Approval of Minutes; August 12, 2013
4. Public Participation
 - a. Citizens Input / Ideas – No letters or emails submitted
5. Unfinished Business
 - a. Comprehensive Plan
 - b. Rick Spencer – Final plat – Casas De Emily
6. New Business
7. Future
8. Miscellaneous / Updates
 - a. Parking area for trails.
9. Next scheduled meeting, Monday, October 14, 2013.
10. Adjourn

MINUTES
Regular Meeting
Cameron Missouri Planning & Zoning Commission
July 8, 2013

Item 1: Call to Order

Chairman O'Donnell called the meeting to order at 6:03pm.

Commissioners Present:

Chairman Michael O'Donnell	George Pratt
Mark Garges	Stan Hendrix
Tom Hamlet	Edward Schmidt

Commissioners Absent:

Delvin Jackson

Others Present:

Clyde Han
Chris Johnson – Cameron Newspaper

Item 2: Approval of Minutes

June 10, 2013 Minutes

Chairman O'Donnell requested that the phrase *Lower Level City Hall* be removed from the minutes. Chairman O'Donnell also requested that the statement on page 4 of the June 10, 2013 minutes be changed to read, "Chairman O'Donnell stated that the Storm Water review has been ongoing for many months and has been updated to benefit the City and developers. The updated code is now more consistent with other communities and the State."

Chairman O'Donnell entertained a motion to approve the minutes of the June 10, 2013 meeting. Motion made by Mr. Hendrix to approve the minutes of the June 10, 2013 meeting; seconded by Mr. Garges. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 1.

Item 3: Public Participation

Citizen Input

Mr. Han provided the Board with a letter from a citizen about ideas for economic development and tourism in Cameron.

Item 4: Unfinished Business

A: All Weather Surface Parking

Chairman O'Donnell updated the Board on the recommendation of approval on the Property Maintenance Code in regards to all weather parking. The revised code will most likely pass at the next City Council meeting; however, there is some uncertainty by a council member if there should even be all weather surface parking. This will probably be a topic of discussion with Council in the future.

B: Comprehensive Plan

Mr. Han provided the Board with aerial zoning maps from Google that reach one mile outside city limits. For the August meeting, Mr. Han will connect all of the maps together so the Board can see everything as a whole instead of in sections.

Mr. Han stated that after a little research, it was concluded that the prisons are zones R-2 (single family/duplex) and the reservoir does not have a specified zoning district.

Chairman O'Donnell asked the Board to look over the maps and specified zoning districts and determine if a new district should be adopted or current zoning areas re-zoned.

Chairman O'Donnell stated that he spoke to the Park Board at their June meeting and they are on board with the proposed revision to the Comprehensive plan and will place the topic on the agenda.

Once all the pieces are placed together for the revision, the Board will compile everything in an outline style form with supplemental information to present to Council.

Item 5: New Business

A: Site Plan Review: 601 Baldwin Road

An application has been made for a 2,010 foot addition to the former Ma & Pa's restaurant. 1,440 sq. ft. of the additions will be located in the form of a new entrance, bathrooms and an enlarged dining area on the north side. The remaining 570 sq. ft. is a proposed 10' x 57' expansion on the east side of the building.

The building requires 69 parking spaces. The proposed parking layout has 74 spaces. Travel lanes are required to be 12 ft. wide for one way travel and the plans show a 25 ft. wide travel lane.

There will be no increase in impervious surface from parking or building in regards to storm water.

Mr. Pratt made a recommendation to approve the site plan review for the expansion at 601 Baldwin Road; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 1.

Item 6: Future

A: Rick Spencer

Mr. Han stated that Rick Spencer has provided a preliminary plat and storm water plan for the proposed subdivision located at 4th and West Street.

Mr. Han asked the Board if Mr. Spencer could provide the preliminary plat and final plat at the same time or if the Board would like to see them separately.

Chairman O'Donnell stated that it would be best if the Board looks at the two plats at different times so there is enough time to completely review and catch any errors before construction begins. This way any problems could be fixed.

Mr. Han stated that he will put everything together for the presentation at the August meeting.

Item 7: Miscellaneous/Updates

A: Cameron School District – Modular Classroom

Mr. Han stated that the School District is just replacing a modular classroom and cannot justify requiring the School to get another conditional use permit or variance for the replacement. City Manager Mark Gaugh agreed with the determination so no variance or CUP will be sought.

B: Multiple Dogs – 720 W. 5th Street

The conditional use permit for multiple dogs located at 720 W. 5th Street has passed two of the three readings at City Council.

C: Board of Adjustments

The Board was provided a copy of the Board of Adjustment minutes from the variance for Co-Op to construct two new grain bins.

D: Ethics Workshop

On Wednesday, July 12, 2013, an ethics workshop will be held at City Hall and everyone is encouraged to attend.

E: Commercial Site Plan Reviews

Mr. Han stated that building permits are good for six months after the permit is issued. Mr. Han has been applying the same timeframe for site plan reviews and if the project has not been started in six months, he is proposing that the site plan be re-reviewed by the Board before construction can begin.

Mr. Hendrix made a motion to give a builder six months to begin construction after the site plan is approved. If construction does not begin within six months, the site plan must come back to Planning & Zoning for another review; Seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 1.

F: Storm Water

Mr. Han will check with Drew Bontrager when the revised Storm Water Code will go to City Council.

G: Other

Mr. Hamlet asked Mr. Han to pass along a concern about tree limbs and trash strewn along Griffin Road. Mr. Han will notify the Public Works department.

Item 8: Adjourn

Mr. Hendrix made a motion to adjourn; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent –1.

Meeting adjourned at 6:34 pm.

Next scheduled meeting of the Cameron Planning and Zoning is August 8, 2013.

Minutes submitted by:

*Chris O'Donnell
Secretary Recorder
Cameron, MO 64429*

Minutes of the July 8, 2013 Cameron Planning and Zoning Commission approved on _____, 2013

Chairman Michael O'Donnell

MINUTES
Regular Meeting
Cameron Missouri Planning & Zoning Commission
August 12, 2013

Item 1: Call to Order

Chairman O'Donnell called the meeting to order at 6:01pm.

Commissioners Present:

Chairman Michael O'Donnell	Stan Hendrix
Mark Garges	Edward Schmidt
Tom Hamlet	Delvin Jackson – arrived 6:07pm
George Pratt	

Commissioners Absent:

None

Others Present:

Clyde Han	Dennis Clark
Mark Gaugh	Rick Spencer
Bill Rose-Heim	Rick Bashor
Ronnie Jack	Chris Johnson – Cameron Newspaper

Item 2: Approval of Minutes

June 10, 2013 Minutes

Chairman O'Donnell entertained a motion to approve the corrected minutes of the June 10, 2013 meeting. Motion made by Mr. Hendrix to approve the minutes of the June 10, 2013 meeting; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 1.

July 8, 2013 Minutes

Chairman O'Donnell requested that an incorrectly placed statement be removed from Item 2.

Chairman O'Donnell entertained a motion to approve the corrected minutes of the July 8, 2013 meeting. Motion made by Mr. Schmidt to approve the minutes of the July 8, 2013 meeting; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 1.

Item 3: Public Participation

Citizen Input

Mr. Han reported that no letters or emails were received during the month of June.

3rd Street Residents – Clayton Laybourne

Clayton Laybourne, resident at 1217 W. 3rd Street – Cameron, was present to express his concern as a homeowner about the proposed subdivision located at 4th Street and West Street.

Mr. Laybourne expressed concerns about water pressure, sewer usage, street, curb, gutter, sidewalks and property values.

Mr. Laybourne stated that the streets are currently very narrow and worries about the increase in traffic and people parking their vehicles in the road. He would also like to see sidewalks so residents have a place to walk so they can stay out of the street.

There was also a concern that there may be flooding due to the large driveways and not having sufficient curb and guttering to allow for the additional run-off.

Property values were also a concern as Mr. Laybourne worries that duplex units will reduce the value.

Mr. Laybourne asked the Board to consider allowing only single family homes, curb/guttering and sidewalks mandatory for the proposed subdivision.

Cleo Ann Laybourne was also present and expressed concerns about low water pressure and how it could possibly be lower with multiple new homes.

Chairman O'Donnell addressed the concerns and stated that the area is currently zoned R-2, Two Family Residential District, and the proposed subdivision fits in that category.

Chairman O'Donnell stated that in R-2 zoning, as long as the builder/developer complies with all the rules and ordinances, they can build in the area. A plat with a designated name for the subdivision would have to be submitted and approved.

To change the zoning from R-2 to R-1, single family, a request would have to be made to ask for R-1 zoning. The change would be difficult as there would need to be public hearings and meetings, along with Council vote.

Chairman O'Donnell stated that Planning & Zoning is a recommending Board to City Council and they will have the final vote to accept or turn down the recommendation.

Chairman O'Donnell also stated that before the preliminary plat was brought to the Board, Mr. Spencer requested that curb, gutter and sidewalks be waived as a requirement.

After a lengthy discussion, the Board determined that the way the property laid, curb, gutter and sidewalks would not be consistent and instead be non-connected pieces in the subdivision. Therefore, the Board voted to waive the requirement.

In response to the storm water issue, Chairman O'Donnell stated that the area was required to meet City storm water code. A storm water plan was submitted and reviewed by an independent party and has also undergone review by the City's third party engineer.

Chairman O'Donnell stated that the water supply issue would need to be discussed with the water department.

Chairman O'Donnell stated that the Board follows the zoning code book and uses the guidance to make a recommendation to City Council.

Chairman O'Donnell and the Board thanked everyone for their comments.

Item 4: Unfinished Business

A: Comprehensive Plan

Michael Rinehart, Area Engineer from MODot, was present to discuss the proposed highway improvements for the City of Cameron. Mr. Rinehart spent a little over an hour describing Missouri roads and the plans for improvement in and around Cameron as monies become available.

Mr. Rinehart stated that Missouri has more roads than Kansas, Nebraska and Iowa and also has less revenue for repairs per year; \$1.4 billion vs. \$700 million respectively.

Miles traveled by vehicles has increased steadily every year; however, the increase is not as steep, possibly because of the economy.

Missouri funding for road improvements has peaked and is slowly declining. It was expressed that there are funding problems in the State of Missouri.

Mr. Rinehart stated that MODot has great communication and coordination with the City of Cameron. IDecker has been wonderful to work with and will get the Cameron project completed as soon as possible.

Mr. Rinehart stated that 47% of freight is moved by truck in the State of Missouri. There are events that can happen across the country that could increase traffic in other areas: i.e. flooding and construction. There has been a 29% increase in truck traffic from 2005-2012 and most of the volume increase comes from the east.

Mr. Rinehart discussed the issue of 36 Highway. Currently, 36 Hwy is a continuous highway until Cameron where the speed limit slows to 55 mph and comes into contact with a stoplight. This impacts traffic flow and slows down delivery speeds for truck drivers.

Ideas were discussed including placing a bridge over 36 Hwy or mechanically stabilized earth walls. The earth walls would only go over what needs to be bypassed and would allow existing businesses to stay where they are. This would promote future development and initiate better traffic flow.

Mr. Rinehart also proposed an idea to connect Route A to the Reservoir Road and put in an interchange at Grand and 36 Hwy.

Chairman O'Donnell stated that the concept was already in the comprehensive plan and needed further tweaking for it to become a reality in the future.

Chairman O'Donnell stated that the footprints need to be laid to plan for the future so other developments do not get built in a place where a future roadway could go.

Mr. Rinehart stated that funding is on a slight decline. During the last round of funding disbursements, Cameron was successful in receiving some transportation alternative funds. A pedestrian access will be put on 69 Hwy extending north to Wal-Mart and will be ADA compliant.

The interchange at Bob Griffin Road and 36 Hwy was also discussed in terms of safety. The area currently has a high incident rate where 31 of the 62 accidents were rear endings.

Mr. Rinehart stated that flashing indicator lights and flags/reflectors were a possibility as a temporary fix to help warn drivers of slower traffic speeds before a permanent solution is developed.

Mr. Rinehart also reported that MODot regularly inspects bridges across the State of Missouri. The bridge on 69 Hwy is still in good repair and will not see improvements in the near future.

The *twin* bridges over I-35 both need re-decked and signals added at both ends. The project would be an approximate \$2.4 million project.

The bridge over BB Hwy is in fair condition. Mr. Hendrix expressed concerns about future development at the hospital and how the increased traffic could make the bridge too small.

It was also reported that the *Grand Bridge* over I-35 was also in fair condition.

Mr. Rinehart stated that if MODot is aware of the long term vision of the City of Cameron, cost-effective decision can be made for improvements.

Mayor Dennis Clark stated that the City is anxious to work with MODot for future development and improvement.

Chairman O'Donnell asked if Mr. Rinehart would be willing to come back after the Board and City has time to process all of the new information and participate in a work session to determine the best course of action for the City of Cameron.

Mr. Rinehart stated that he would be happy to come back and help in any way needed.

Mr. Rinehart will provide the topic points of the presentation to the Board for reference.

B: Rick Spencer – Preliminary Plat: *Casas De Emily*

Rick Spencer submitted his preliminary plat for review for his proposed subdivision *Casas De Emily*.

Mr. Han reported that staff has reviewed the Storm Water plan received back from TranSystems.

TranSystems reported that the Storm Water plan did pass and runoff will actually decrease by a small degree.

There will need to be an eight foot utility easement.

Mr. Garges stated that in the future, he would like the engineer report on storm water before the meeting.

Mr. Han stated that there is an agreement between the developer and owner that the purchase is contingent upon approval of the plat.

Chairman O'Donnell asked if the buyer would have to purchase the land before the final plat is presented.

Mr. Han stated that certification of the final plat must be achieved before it is presented to Council and the land must be purchased by the developer.

Mr. Pratt asked if the letter from TranSystems had been discussed with the developer in relation to the order of development. I.e: The developer cannot disturb more than ½ acre at a time.

Mr. Spencer stated that he had not seen the letter but does not plan to build multiple structures at a time.

The Board discussed in depth the storm water results and the preliminary plat.

The sewer department has verified the forced sewer main and determined it is included in the utility easement.

Chairman O'Donnell requested that property owner's names on existing properties be corrected on the plat. Mr. Han stated that he will get them corrected.

Chairman O'Donnell also requested that the determination of R-2 zoning and the name of the subdivision be added to the plat.

Chairman O'Donnell asked if each home/duplex would have a tube towards the ditch from the driveway.

Mr. Han stated that they would.

Mr. Spencer stated that the homes would be built on high enough elevations to connect to city streets if they are improved at a later date.

Chairman O'Donnell stated that the preliminary plat meets all Planning and Zoning rules and regulations and the city staff checklist was provided.

Chairman O'Donnell reminded Mr. Han and Mr. Spencer that the utility easement would need to be granted and also added to the checklist.

Mr. Han stated that he will make the requested changes and double check the names of the other owners in the area.

After review of the preliminary plat, Chairman O'Donnell observed that sidewalks, curb and gutters would not benefit the area. They would be chopped up and not connect to each other.

Mr. Schmidt made a motion to approve the preliminary plat of Casas De Emily based on review of the engineer's storm water review, city review and the preliminary plat; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 6, nays – 1, abstentions – 0, absent – 0.

Item 5: New Business

None

Item 6: Future

A: Public Water Supply District

Mr. Han reported that the Public Water Supply District is looking into building a warehouse. Currently they are working through the storm water issues.

Mr. Han stated that he has reviewed the preliminary plat and has asked for some revisions.

The Public Water Supply District has asked for a special meeting so the project is not delayed.

The consensus of the Board was to look at the plat at the next regularly scheduled meeting.

Item 7: Miscellaneous/Updates

A: Trash Along Griffin Road

During the July meeting, Mr. Hamlet brought forth a concern about trash and tree limbs strewn along Griffin Road.

Mr. Han passed the concern to Mr. Bontrager, Public Works Director, and was notified that Clinco will pick up the trash.

B: Comprehensive Plan

Mr. Han asked the Board if all requested information from the July meeting in regards to the zoning information requested for work on the Comprehensive Plan was provided.

Mr. Han has put together a large map of Cameron with a one mile radius outside city limits.

Chairman O'Donnell stated that the requested information was provided and asked the Board to review all the information and determine what, if any, zoning districts need to be added.

Chairman O'Donnell also asked the Board to think about designating a zoning district for disaster situations; i.e. temporary housing, so codes do not have to be met for a short period of time after the disaster occurs. This will allow the City to get back on their feet without worrying about meeting codes.

Item 8: Adjourn

Mr. Hamlet made a motion to adjourn; seconded by Mr. Schmidt. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 0.

Meeting adjourned at 8:53 pm.

Next scheduled meeting of the Cameron Planning and Zoning is September 9, 2013.

Minutes submitted by:

Chris O'Donnell
Secretary Recorder
Cameron, MO 64429

Minutes of the August 12, 2013 Cameron Planning and Zoning Commission approved on _____, 2013

Chairman Michael O'Donnell

AGENDA ITEM

Unfinished Business (5a)

To: Cameron Planning and Zoning
Fr: Clyde Han
Dt: Wednesday, September 04, 2013
Re: Comprehensive Plan workshop and update

Chairman O'Donnell will lead the discussion;

Topics include:

1. Review of our 10 current Zoning Districts. They are;
R-1 = Single Family Residential,
R-2 = Two Family Residential,
R-3 = Multi Family Residential,
R-4 = Mobile Home Residential,
A-1 = Agricultural District,
C-1 = Central Commercial,
C-2 = General Commercial,
C-N = Neighborhood Commercial,
M-1 = Light Manufacturing,
CM-P = Commercial and Manufacturing Planned.

2. Consideration of new additional zoning districts to allow future growth.
 - a. Airport
 - b. Parks
 - c. Reservoirs and Floodplain
 - i. Flood Drainage, Flood Fringe, Floodway Overlay
 - d. Transportation / Heavy Industrial – high traffic, noise, lighting, odors, 24/7 operations, high water and sewer usage.
 - e. Institutions
 - i. Schools
 - ii. Medical
 - iii. Detention facilities
 - f. Planned Office District
 - g. Intermediate Business District
 - h. Office Park District
 - i. General Industrial District
 - j. Emergency Housing – Short term (2 yr)

AGENDA ITEM

Unfinished Business 5b

To: Cameron Planning and Zoning
Fr: Clyde Han
Dt: Tuesday, September 03, 2013
Re: Subdivision Final Plat – Casas De Emily

Rick Spencer has submitted his Final Plat for review.

Changes requested and provided for on "Final Plat;

- Two name changes on neighboring properties.
- Dedicated "Utility Easements" on south lot lines of 1, 2, & 3.
- R-2 zoning designation in title block

One other item corrected for the Final Plat is the "Building Setback" line on the south lot line of lot 1.

Attached you will find:

Chairman O'Donnell's request for 10 other items by email.

Final Plat

Combined staff review checklist.

Subdivision Ordinance for Council.

Clyde,

Here is what I want for the next P&Z Meeting.

1. Water main size and flow.
2. When the platted area annexed to city.
3. When the R-2 was issued to area.
4. When the R-1 Zoning was added to City Code
5. A written statement from water and sewer department on OK for Platte.
6. A written statement on Electrical Dept.
7. A copy of statement from Engineer that storm water meets City Ordinance.
8. Copy of Articles that show P&Z has authority for variances.
9. Copy of streetscape and sidewalk ordinances.
10. Procedure to downzone.

I may think of more will let you know.

Thanks,

Mike O.

Answers:

1. Water main size and flow.
 - a. **8" main (PVC) loops 3rd, Oak and 4th. Flows = 4th & Oak 43psi @ 1024 gpm; 3rd & West 39psi @ 1027 gmp. (residual is 31 psi both locations -Tested 4/28/11**
2. When the platted area annexed to city.
 - a. **East 1/3 of lots 7 & 11 were annexed in 1919, remainder annexed 11/17/69 (ord. #3020)**
3. When the R-2 was issued to area.
 - a. **Short answer 6/7/94; On 2/21/66 all residential was R-1 (1 & 2 Family) 11/17/69 when annexed no zoning was designated; R-1 assumed by default. 6/7/94 Ord. #4218 restructured zoning districts all R-1 became R-2. 8/1/95 first request to down zone from R-2 to R-1 (Country Club Square).**
4. When the R-1 Zoning was added to City Code.
 - a. **(I think the answer you are looking for is 6/7/94; R-1 became Single Family, R-2 became One & Two Family, R-3 & R-4 were added) 2/21/66 Ord. #2955; R-1 became one & two family. Prior to 1966 "Residential District" was called Zone A.**
5. A written statement from water and sewer department on OK for Platte.
 - a. **Attached Exhibit A**
6. A written statement on Electrical Dept. OK.
 - a. **Attached Exhibit B**
7. A copy of statement from Engineer that storm water meets City Ordinance.
 - a. **Attached Exhibit C; copy of TanSystems report, our 3rd party engineer.**
8. Copy of Articles that show P&Z has authority for variances.
 - a. **Attached Exhibit D; Section 10-7 through 10-9 of City Code Chapter 10; Subdivisions.**

9. Copy of streetscape and sidewalk ordinances.
 - a. **Attached Exhibit E; We have no Streetscape and Sidewalk "ordinance", the City adopted, RESOLUTION 2010-10**

10. Procedure to downzone.
 - a. **Attached Exhibit F; Article 32 Amendments, of our Zoning Ordinance**

EXHIBIT A



The Water and Sewer
Mains Serving the area
West of West St. between
3rd and 4th St to Oak St
are ample. I see no problems
with either Water or Sewer
or the 4" force main.

John Caswell
City of Cameron

800.892.7957

800.4571

EXHIBIT B

Mike

After reviewing the plans for the Rick Spencer project I have no issues with the electrical easements.

Jay Erdman

Electric Superintendent

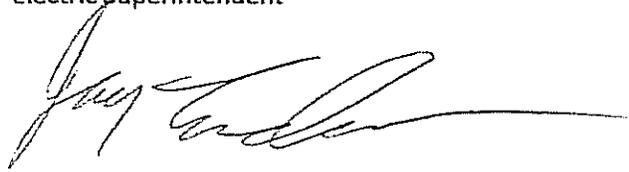
A handwritten signature in black ink, appearing to read "Jay Erdman", with a long horizontal flourish extending to the right.



EXHIBIT C

TranSystems

2400 Pershing Road
Suite 400
Kansas City, MO 64108
Tel 816 329 8600
Fax 816 329 8601

www.transystems.com

August 7, 2013

Mr. Drew Bontrager, P.E.
Public Works Director – City of Cameron
101 West Second Street
Cameron, MO 64429

**RE: Review of Revised “Casas De Emily Subdivision Storm Water Management Plan”,
(Snyder & Associates Engineering and Planners, July 2013)**

Dear Mr. Bontrager,

TranSystems has reviewed the revised information forwarded to our office regarding the above referenced project and subsequent reply letter from Snyder & Associates Engineering and Planners dated July 31, 2013.

Upon review of all documents received, we believe the intent of the Cameron, Missouri Storm Water Management and APWA 5600 Storm Drainage & Facilities criteria are met.

Please note:

1. The hydrologic and hydraulic design calculations indicate a net decrease in runoff when comparing the existing to proposed site. Calculations of proposed lots 1, 6, and the south half of 8 and 9 indicate a net runoff increase that drains to a downstream pond with other lots that show a runoff decrease.
2. The proposed drainage swales will use temporary erosion control measures until vegetation is established.
3. A maximum of 0.5 acres may be disturbed at any given period. Disturbed lots will be seeded prior to disturbing another lot.

Please let us know if you need further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Joe Lavender".

Joseph A. Lavender

Exhibit D

Sec. 10-7. - Variances generally.

Where the planning commission finds that extraordinary hardships may result from strict compliance with this chapter, the commission may vary the regulations in this chapter so that substantial justice may be done and the public interest secured, provided that such variation shall not have the effect of nullifying the intent and purpose of the comprehensive city plan or this chapter. (Code 1970, § 20-7)

Sec. 10-8. - Modifications for large developments.

The standards and requirements of this chapter may be modified by the planning commission in the case of a plan and program for a new town, a complete community or a neighborhood unit which, in the judgment of the commission, provides adequate public spaces and improvements for the circulation, recreation, light, air and service needs of the tract when fully developed and populated and which also provides such covenants or other legal provisions as will ensure conformity to and achievement of the plan. (Code 1970, § 20-8)

Sec. 10-9. - Conditions for grant of variances or modifications.

In granting variances and modifications, the planning commission may require such conditions as will, in its judgment, secure substantially the objectives of the standards or requirements so varied or modified. (Code 1970, § 20-9)

Exhibit E

RESOLUTION 2010-10

A RESOLUTION ADOPTING A STREETSCAPE POLICY TO IMPROVE NEIGHBORHOODS

WHEREAS, the Street Committee, has reviewed and recommends this policy as way to improve neighborhoods through physical improvements that include, curb, gutter, sidewalks, drive approaches and street trees of property owners in the City of Cameron, Clinton and DeKalb Counties, Missouri; and **WHEREAS**, this policy is supported by the 2030 Comprehensive Plan and the 2010 Visioning Plan of Council; and

WHEREAS, the City Council wishes to adopt a policy that creates a minimal of ½ mile of streetscape improvements per year.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cameron, Clinton and DeKalb Counties, Missouri that the Streetscape policy shall be adopted as attached and made a part hereof. Passed and approved this 19th day of July 2010.

Neighborhood Streetscape Program – Policy

Mission: Establish a first of its kind partnership between property owners and the City of Cameron that enhances our neighborhood streetscapes. This program will create a shared opportunity to enhance our existing neighborhood street presences. The partnership will maximize private investment dollars by sharing half of the material costs and using public labor and equipment at no cost to the partner. The program is designed to implement the recommendations of the Cameron 2030 Comprehensive Plan by enhancing the functional and aesthetic values of existing neighborhoods and part of the 2010 Vision of Council. The program emphasizes being very flexible to allow for a process that results in good decisions rather than just "following policy."

Program Description: The program will allow property owners to replace and or repair existing curbs, gutter, drive approaches and sidewalks. Program will also install new curbs, gutter, drive approaches, sidewalks and street trees in existing neighborhoods that enhances existing neighborhoods. Property owners and the City will agree upfront what the project limits will be and the cost established prior to improvements. The owners cost is for half the material and the City will provide all labor and equipment. Owner may choose to finance up to 75% of their cost with the City by a lien guarantee that must be paid back within 5 years with a 5% annual interest.

Commitment: In Fiscal Year 2010, to begin an annual and ongoing process to provide incremental increases of a minimum of ½ mile of new streetscape improvements

Policy Criteria:

1. City furnishes all labor.
2. City furnishes ½ the cost of material: concrete/tube/inlets/wire/trees.
3. Citizen(s) furnishes ½ the cost of material: concrete/tube/inlets/wire/trees.
4. If not all citizens participate, the City has the option and flexibility to fund projects deemed to be of significant value to the community.
5. Decisions will be made by a structured process that includes sequential approval from the Street Safety Committee and City Manager.
6. If citizens don't agree with decisions, they can appeal, in a timely fashion, to Council in open session. However, overall public good is the primary factor in determination of the final decision.
7. Factors determining the decision making process will include: storm water impact, aesthetics, traffic count, future infrastructure work, needs of the greater community and other factors as determined by the City staff.
8. Citizen funding, if necessary, would be made possible by the City accepting a 25% down payment and placing a lien against the property for a maximum of 5 years at 5% annual interest. Other down payment amounts may be arranged with Council authority. Any lien amounts due will be attached to the City real estate tax bill.

City Accountability: The City of Cameron will commit publicly to install an annual minimum of ½ mile of streetscape.

Time Frame: One year subject to annual review based upon feedback from the community.

Exhibit F

“ARTICLE 32. AMENDMENTS”

1. The City Council, may by ordinance, by its own motion or on application amend, supplement, change, modify or repeal the boundaries or zoning designation of districts herein established, regulations or restrictions under the procedures herein provided and following referral thereof to the Planning and Zoning Commission in accordance with this Article.

2. Applications for district changes shall be filed in writing with the City Clerk, who shall place the application before the City Council after determining that it is in proper form as provided herein. All applications, except those proposed by the City Council of the City Planning and Zoning Commission, shall be accompanied by a publication fee of seventy-five (75) dollars, to be returned to the applicant only if such publication is not made. A copy of the application shall remain on file with the City Clerk for public inspection until final action thereof.

3. The City Council or the City Planning and Zoning Commission may provide forms for applications and may require applicants to provide plats and other documents or other information it may determine to be of value in acting upon the application. The City Council and the Planning and Zoning commission may request the opinion and recommendations of other City Boards and officers upon applications.

4. Upon receipt of an application in proper form, the City Council shall refer it to the Planning and Zoning Commission. The City Council may by resolution delegate the duty of such receipt and referral to the City Clerk or similar official. The Planning and Zoning Commission shall return the application to the city council with its recommendations relating thereto and showing the number of votes for and against its action, and may include a summary of the reasons expressed for and in opposition thereto. The City Council may set a date by which the recommendation shall be returned, no less than thirty (30) days from the date of such setting, and the City Council may proceed without receipt of such recommendations in the absence of receipt by such date.

5. The City Council may reject an application without referring it to the Planning and Zoning Commission and without publishing a notice of hearing if the application is made within two (2) years of the Council's rejection of a previous application seeking an amendment for the same or a larger or smaller included tract.

6. In the event that a neighborhood group wishes to down zone from an "R-3" or "R-2" District to an "R-1" District, they may do so by obtaining signatures from sixty-six (66) percent of the landowners in the area to be rezoned. (No small than one lineal block will be considered for such down zoning.) Upon the receipt of such petition, the City Council shall, by its own motion, refer the petition to the Planning and Zoning Commission for its review and recommendation in accordance with the other provisions of this Article. Upon a down zoning, property owners within the affected area shall have twelve (12) months to purchase a permit to build a duplex.

7. No amendment, supplement, or change of the regulations, restrictions or boundaries of districts shall become effective until after the Planning and Zoning Commission has held a public hearing in relation thereto, at which time, parties in interest and citizens shall have an opportunity to be heard. At least fifteen (15) days notice of the time and place of such hearing shall be published in a newspaper of general circulation in the City of Cameron. The City Council may provide for the posting of notices of the hearing on the tract and for other means of notifying the public or interested person of the proceedings.

8. The Planning and Zoning Commission shall have the power to continue public hearings by a majority vote.

9. It shall be the duty of the Zoning Officer to notify, by mail, all property owners within an area determined by lines drawn 185 feet distant from the boundaries of the district proposed to be changed, supplemented, modified or altered at least fourteen (14) days in advance of the public hearing affecting such area.

10. In the case of a protest against any proposed amendment, supplement, change, modification, or repeal duly signed and acknowledged by the owners of ten (10) percent or more, either of the area of the land (exclusive of streets, and alleys) included in such proposed amendment, supplement, change modification or repeal, or within an area determined by lines drawn parallel to and 185 feet distant from the boundaries of the district proposed to be changed, such amendment, supplement, change,

modification or repeal shall not become effective except by the favorable vote of three-fourths (3/4) of all the members of the City Council.

11. The Zoning Officer shall place a sign, not less than three (3) square feet per face, upon the front yard, or as close as practicable thereto, of the subject property. Said sign shall contain the message "Zoning Action Pending"; shall show the telephone number of City offices; and shall be placed not less than ten (10) days prior to the public hearing. Unauthorized removal, damage, or vandalism to said sign shall not invalidate the notification provision of this article.

CHECK LIST: FINAL PLAT

Project: Casas De Emily

Date: 9/4/13

Dept.	Component	Y/N N/A N/R	Combined city staff comments for Planning and Zoning review.
Zoning	10 paper, 1 digital copy <u>30 days prior to P&Z</u> ; scale; North arrow; date.	Y	
Zoning	Tract Boundary Lines with dimensions.	Y	
Public Works	Streets: R/W lines; names; dimensions; profiles; existing streets.	Y	
Zoning	Lots: Property lines; dimensions; number; <u>building setback lines</u> (corner lots=2 front & 2 rear yd's.)	Y	
Public Works	Street Corners: Angles, radii, arcs. Sidewalks: 5-foot width, both sides of street.	N/R	Not required; Variance granted by P&Z
Utilities Director (City Manager)	Easements: Location; dimensions; purpose; 16 ft. min. width; <u>between every other lot.</u>	Y	
Public Works	Monuments: Location; description. Show Point of Beginning.	Y	
Zoning	Adjoining Property: Names of owners of un platted land; subdivision names.	Y	
Zoning	Certification: By civil engineer or registered land surveyor; seal.	Y	
Zoning	Title/deed: Include copy; cert. that applicant is landowner; <u>notarized signatures of all landowners.</u>	Y	
Zoning	Dedication: Streets, R/W, and infrastructure for public use; <u>notarized signatures of all landowners.</u>	N/A	No "Public Improvements" infrastructure already in place. No new additional required by P&Z
Zoning	Petition to accept public improvements/Cert. of Compliance: Inspected; <u>as-built</u> ; legal description; <u>notarized signatures.</u>	N/A	No "Public Improvements" infrastructure already in place. No new additional required by P&Z
Public Works	Storm Water: "As-built" plan certified by registered professional.	Pending	Will need prior to final inspection for first dwelling.
Utilities Director & Public Works	Maintenance guarantee; 50%; 24 months; (Cash, bond, insurance, bank letter of credit)	N/A	No "Public Improvements" infrastructure already in place. No new additional required by P&Z

Reviewed by: Mark Gaugh - City Manager / Utilities Director; Drew Bontrager - Public Works Director; Clyde Han - City Inspector / Zoning Officer.

Date: Wednesday, September 04, 2013.

City Staff Approved: X

City Staff Denied: ___

FINAL PLAT CHECKLIST

COMMENTS

Subdivision Name = Casas De Emily

Combined staff comments 9/5/13

	Y/N	
1 Conforms to Preliminary plat.	Y	
2 Primary control points.	Y	
3 Tract boundaries, R/W lines for streets, easements, property lines, and lots.	Y	
4 Name and R/W width of streets and other R/W.	Y	
5 Location, dimensions and purpose of any easement, including storm water retention area.	Y	
6 Lot number and size.	Y	
7 Purpose for which sites, other than residential lots are dedicated or reserved.	N/A	
8 Setback lines	Y	
9 Location and description of monuments.	Y	
10 Name of record of owners of adjoining unplatted land.	Y	
11 Reference adjoining platted land	Y	
12 Certification by surveyor or engineer as to accuracy of survey and plat.	Y	
13 Certification of title showing that applicant is the landowner.	Y	
14 Subdivision "as-built" for public infrastructure: Water, Sewer, Gas, Electric, Street, Curb & Gutter.	N/R	
15 Storm water "as-built" plan certified by a registered professional	N/A	Required before Final insp for 1st home
16 Statement by owner dedicating streets, R/W and any sites for public uses.	N/A	
17 Title, scale, north arrow and date.	Y	

Bill No. _____

Ordinance _____

AN ORDINANCE APPROVING THE FINAL PLAT FOR CASAS DE EMILY, A SUBDIVISION IN CAMERON, CLINTON COUNTY, MISSOURI, AND THE FILING OF THE PLAT THEREOF

WHEREAS, a request for approval of the final plat of Casas De Emily Subdivision has been submitted to the Cameron Planning and Zoning Commission; and

WHEREAS, the Cameron Planning and Zoning Commission, having duly considered same, recommend approval of the plat "Casas De Emily" zoned R-2 One and Two Family dwellings by the City Council;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CAMERON, CLINTON AND DEKALB COUNTIES, MISSOURI, AS FOLLOWS:

Section 1. The Mayor is hereby authorized to sign the final plat of Casas De Emily Subdivision, approving said document on behalf of the City.

Section 2. The City Clerk is hereby directed to attest to the Mayor's signature.

Section 3. This ordinance shall be in full force and effect from and after the date of its passage and approval.

Read three times, passed and approved this _____ day of _____, 2013.

Mayor Dennis M. Clark

ATTEST:

City Clerk

AGENDA ITEM

Miscellaneous Updates (Item 8)

To: Cameron Planning and Zoning
Fr: Clyde Han
Dt: Thursday, August 29, 2013
Re: Trailhead parking.

Cameron City crews are constructing trails on the east side of Reservoir # 2 north of McElwain.

I have been contacted regarding constructing a temporary gravel parking area off McElwain as part of an Eagle Scout project. Several issues are raised in regards to the proposal.

1. City Zoning Article 24 Off-Street Parking and Loading Requirements; Section 1 (D) Paved Commercial Parking Required: In addition to the provisions of Sec. 7- 347.1, Access Management, which requires that any portion of a driveway constructed within the street right-of-way shall be paved with concrete, that part of any driveway, parking, loading and vehicle circulation area located upon private property shall be paved with Portland cement concrete or asphaltic concrete in all commercial districts, all industrial districts and the "R- 3", Multi-Family Residential zoning district. This subsection shall not apply to those lawful parking areas established prior to April 18, 2006.
2. Although the area is in the "City Limits" there is no Zoning designation.
3. Article 24 Off-Street Parking and Loading Requirements; has no calculations nor acknowledges "Trails, Parks, Playgrounds or Reservoirs".

Questions for the Commissioners are;

1. Assuming this is an over site in our Zoning and City Codes, and is a major component to our "Comprehensive Plan"; in the past when a "Use" is not listed it has not been allowed; technically would "Trails, Parks, Playgrounds or Reservoirs" be permitted?
2. Although no zoning is specified the "use" would be "Recreational"; our recreational parking computations address parking based on "Members" for Golf Courses and "Seats" for Theater, Auditorium and Sports Stadium. Clearly none of these apply, so how many parking spaces would be required?
3. Would a "Variance" be required for an application not acknowledged, in an un-zoned area with no parking requirements?

The scouts are asking that they be allowed to construct a "Temporary" parking area so the public can safely access the new trails. The City will submit the required plan and storm water reviews. The City will also pave the parking area.