



# **Planning & Zoning Commission Meeting**

**Monday, June 14, 2021 at 6:00 pm**

## **CENTRALIA CITY HALL COUNCIL CHAMBERS**

114 S. Rollins Street, Centralia, MO 65240

### **1. ROLL CALL**

Chairperson Susan Aleshire, Don Bagley, Dale Hughes, Mayor Chris Cox, David Wilkins, Lynn Behrns, Phil Hoffman answered roll call.

Absent: Landon Magley and Brian Maenner.

Also in attendance were City Administrator Heather Russell, Public Works/Utilities Director Mike Forsee, Jana & Mark Clark, Robert Hudson, Terri Motley, Matt Fadler, Linda & Don Bormann and James Smith with the Fireside Guard.

### **2. PLEDGE OF ALLEGIANCE**

Chairperson Aleshire lead the committee members and the audience in reciting the Pledge of Allegiance.

### **3. REVIEW & APPROVAL OF PRIOR MEETING MINUTES**

Lynn Behrns moves the commission approve the minutes of the January 21, 2021 and May 18, 2021 meetings.

David Wilkins seconds the motion.

The motion carried by unanimous voice vote.

#### **a. Minutes - January 21, 2021**

Lynn Behrns made a motion to approve the minutes from the January 21, 2021 and May 18, 2021 meetings. David Wilkins seconded the motion. The motion carried with unanimous voice vote.

## **ACTION AGENDA**

### **4. PUBLIC HEARING**

Voluntary Annexation - 23151 N Jefferson Street - Dubes

Chairperson Aleshire opened the Public Hearing portion of the meeting at 6:06 p.m.

Hearing no comments she closed the Public Hearing at 6:07 p.m.

#### **a. Voluntary Annexation of 23151 N Jefferson Street**

### **5. COMMISSION RECOMMENDATION**

Voluntary Annexation - 23151 N Jefferson Street - Dubes

City Administrator Russell reviewed emails from Mr. & Mrs. Dubes and Boone County

Planning and Zoning regarding the annexation. Dale Hughes asked about combustible dust particles. Per City Administrator Russell the dust particle size is minimal and not of concern. Phil Hoffman made a motion to approve the annexation. David Wilkins seconded the motion. The motion carried by unanimous voice vote.

## **6. AS MAY ARISE**

City Administrator Russell requests the next meeting be Monday, July 12 at 6:00 p.m. to discuss North Pointe subdivision with 27 proposed homes.

Don Bormann commented from the gallery, he did not get up to address the Planning & Zoning Commission directly.

## **7. ADJOURN**

David Wilkins made a motion to adjourn the meeting. Dale Hughes seconded the meeting.

The motion passed by unanimous voice vote.

The meeting adjourned at 6:13 p.m.

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Contact: Heather Russell, City Administrator ([heather@centraliamo.org](mailto:heather@centraliamo.org)) (573) 682-2139 | Agenda published on 05/19/2021 at 2:26 PM

## **Minutes of the Planning and Zoning Commission for 6:31 p.m., Thursday November 12, 2020.**

The meeting was called to order by Chairperson Susan Aleshire at 6:30 p.m.

### **I. Roll Call**

Don Bagley, Chris Cox, Phil Hoffman, Susan Aleshire, Dale Hughes, Landon Magley, Lynn Behrns, Brian Maenner, and David Wilkins answered roll call.

Absent:

Also in attendance were City Administrator Heather Russell, Public Works/Utilities Director Mike Forsee, Linda Bormann, Don Bormann, Lindsey Magley, Linda Johnnessee, Rita Ferguson, Sharon Eisele, Mary Green, Rick Douglas, Jack & Bonny Crigler, Margaret Parker, Roxie Douglas, Stan Fadler, Ruth Robb, Dale Bedsworth, Sandy Harlan, Mike Rodgers, Lindsey Ingebritson, Terry Trim, and James Smith with the Centralia Fireside Guard.

### **II. Pledge of Allegiance**

Susan Aleshire led everyone in the Pledge of Allegiance.

### **III. Approval of Minutes of Previous Meetings – October 8, 2020**

Chris Cox made a motion to accept the minutes as presented. Dale Hughes seconded the motion. The motion carried by unanimous voice vote.

### **IV. Review by P&Z Commission for Subdivision Sketch Plat**

#### **a. Public Hearing**

The public hearing was opened at 6:33 p.m.

Susan stated that there were two items presented to the committee this past week that will prevent them from approving the sketch plat this evening. Chris Cox then read an email from Cydney Mayfield, City Attorney, explaining why the committee must reject the sketch plat.

Barbara Adams, 602 Emerald - Asked when the law referenced in Cydney's email was instated. Mayor Cox stated he was not sure but that he thought it is was this year. Barbara then asked Heather Russell if this is the first she has heard of it and Heather answered yes, and it's why the city has legal counsel to look these things over.

Stan Fadler, 802 N Allen – Stan stated that it sounds like the committee has already made up their minds to pass this. Mayor Cox explained the City's Comprehensive plan.

Lindsey Magley, 644 Spaulding Dr. – Asked for clarification on number of homes and entrances. Stated she is all for developing but is concerned that there are 85 houses being proposed to be built. Lindsey is concerned about the amount of traffic this development would bring to that area

with there only being one entrance. Russell clarified that with only one entrance only 18 houses can be built until there are more entrances.

Stan Fadler, 802 N Allen – Asked about the no left turn on Allen St. that is being proposed because it would cause more traffic in the senior housing complex. Russell stated that was comment made by the engineer and the city was not in favor of it.

Ruth Robb, 708 N Allen – Concerned with the number of houses being proposed and the traffic it would bring to the neighborhood. She is concerned for the senior citizens that walk in the area.

Chaz Baker, 806 N Allen – Wanted to make sure the city is as concerned with the International Fire Code as much as they are with the state law.

Rita Ferguson, 700 N. Jefferson – Concerned with drainage. Chris Cox answered that it has been looked over by an engineer and will be included in the feasibility study.

Rick Douglas, 509 Emerald – Gave a presentation to the commission and audience in reference to street, drainage, sanitary sewer and traffic concerns.

Don Bormann, 101 Singleton – Surveyor representing Green Gables. Discussed plats and the subdivision process in Missouri. Don also discussed the street pattern of the subdivision and suggested changes. Some discussion with the audience followed.

Chris Cox talked about the phases of the plan and that they would be approved in phases.

Lindsey Magley asked what the next step is if the houses are approved, have they thought about the intersections at McDonalds, Allen and street lighting. Susan Aleshire reiterated part of the city attorney's email. Some discussion followed.

Darren Adams, 814 Lockport Dr. – Stated he has proven that he cares for Centralia and looks for this project to move forward. Darren asked who the engineer was who looked at this plan and if there have been any other engineers look at other plans. Lynn Behrns stated he is not aware of any. Darren made statements as to the importance of bringing more homes into Centralia and the effect on local businesses. Darren discussed other exits on his plat and changes he has made to his plan. Chris Cox added comments about the city's changes in processing requests. There was some discussion on the remoteness of the entrances and questions were asked of Darren by the audience.

Barbara Adams stated she has been in this town for over 50 years and her husband had started many developments in town and has seen quality. Many houses in town are in disrepair and people do not have anywhere to move. Made statements that the city is landlocked, and development is needed. Some discussion followed.

The public hearing was closed at 7:47 p.m.

b. Commission Recommendation

Lynn Behrns made comments to Don Bormann's statement about funneling traffic away from Allen. Lynn stated it would not make a big change but would need a utility easement.

Lynn also stated that he could see a point if the city at some point is going to make street improvements. Disagrees with Don with the right of way behind Green Gables, Lynn feels that the area is large enough for a sewer.

Chris cox made a motion to reject the sketch plat presented by Darren Adams due to it being incomplete. Landon Magley seconded the motion. The motion carried by unanimous voice vote.

V. Discussion Regarding Sign Regulations in B-2 and M-1 Districts

Heather Russell stated in 2016 the planning and zoning passed an ordinance in B1 making it possible for signs in B2 that can be 100 ft tall. Minutes from the planning and zoning in 2016 stated they would look at sign height in the future. Lynn Behrns stated the only request he was aware of was an instance where McDonalds wanted to erect 120-130 ft sign; they relented. Linda Bormann asked what Heather Russell is wanting to do and discussed the 2016 sign presentation. Heather Russell clarified that B-2 is being discussed and will affect areas close to the highway.

Heather Russell stated that it was brought to her attention and she wanted to bring it to the commission's attention. There was some discussion that followed that involved growth and planning for the city.

Lynn Behrns stated back in 2004 he wrote a complete change to chapter 29, 35 pages, brought to P&Z during a mini recession. It was tabled and given to an ad hoc committee and sat for 10 years. He stated it was about why signs need to be regulated. Some discussion on the history. Suggested that the whole thing be looked at, not piecemeal, and involve the chamber of commerce.

VI. As May Arise

Heather Russell stated she has drafted an ordinance for medical marijuana, and it is under review by the city attorney.

VII. Adjourn

Chris Cox made a motion to adjourn. David Wilkins seconded the motion. The motion carried by unanimous voice vote. The meeting adjourned at 8:14 p.m.

The meeting was called to order by Chairperson Susan Aleshire at 6:31 p.m.

I. Roll Call

Chris Cox, Phil Hoffman, Susan Aleshire, and Lynn Behrns answered roll call.

Absent: Dale Hughes, Landon Magley, Don Bagley, David Wilkins and Brian Maenner.

Also in attendance were City Administrator Heather Russell, Public Works/Utilities Director Mike Forsee, Clint Dubes, Don Bormann and James Smith with the Fireside Guard.

II. Pledge of Allegiance

Susan Aleshire led everyone in the Pledge of Allegiance.

There were not enough members of the committee present to conduct official business and the meeting was adjourned.

III. Adjourn

Phil Hoffman made a motion to recess until June 14<sup>th</sup> at 6:00 pm. Lynn Behrns seconded the motion. The motion carried by unanimous voice vote. The meeting recessed at 6:35 p.m.

## **NOTICE OF TWO PUBLIC HEARINGS REGARDING PROPOSED ANNEXATION**

A Public Hearing will be held before the Centralia Planning and Zoning Commission during its meeting beginning at 6:30 p.m. on Tuesday, May 18, 2021 in the City Hall Council Chambers, 114 S. Rollins, Centralia, Missouri 65240. A second Public Hearing will be held at the same location before the Centralia Board of Aldermen during a special meeting at 6:30 p.m. on Monday, June 14, 2021.

The hearings concern the proposed voluntary annexation into the City of Centralia, Missouri, of the two adjacent properties shown on the maps below and described a real estate in Boone County, Missouri:

Tract 1 situated in Section 10, Township 51, Range 11, Centralia, Boone County, Missouri, being of a survey recorded in Book 3573 at Page 0064 described as follows:

23151 N Jefferson Street with a legal description of track #1 of a survey recorded in Book 1147, Page 956; located in the northeast corner of the northwest quarter of section 10, township 51 north, range 11 west, Boone County, Missouri, containing 4.42 acres. Parcel number 04-200-10-00-005-.01



Tract 2 situated in Section 10, Township 51, Range 11, Centralia, Boone County, Missouri, being of a survey recorded in Book 2397 at Page 0180 described as follows:

23151 N Jefferson Street with a legal description of a tract of land located in the Northeast corner of the Northwest Quarter (NW  $\frac{1}{4}$ ) of Section Ten (10), Township Fifty-on (51) North, Range Eleven (11) West, in Boone County, Missouri, being Tract No. 2 of survey recorded in Book 1147, Page 956, records of Boone County Missouri. Parcel number 04-200-10-00-005-.00



The proposed voluntary annexation is requested by Andrea and Clint Dubes. At these public hearings any interested person, corporation, or political subdivision may present evidence regarding the proposed annexation. Comments concerning the proposed annexation and zoning will also be received during regular business hours, at the City Administrator's Office at City Hall, 114 S. Rollins, Centralia, Missouri not later than 5:00 p.m., Tuesday, May 18, 2021, for the Planning and Zoning Commission meeting and 5:00 p.m. Monday, June 14, 2021, for the meeting of the Board of Aldermen.

Furthermore, any objection to the proposed annexation should be filed, in writing, with the Board of Aldermen of the City of Centralia, Missouri, at City Hall, 114 S. Rollins, Centralia, Missouri no later than fourteen days after the date of the public hearing before the Board of Aldermen, being 5:00 p.m. on Monday, June 28, 2021.



PETITION REQUESTING ANNEXATION OF LAND TO  
THE CITY OF CENTRALIA, MISSOURI

That **K & K Wood Products, Andrea J. Dubes and Clinton T. Dubes**, husband and wife, a single person/ a corporation, hereinafter referred to as Petitioners, hereby present their petition requesting annexation to the Board of Aldermen of the City of Centralia, Missouri, with this petition stating and alleging the following:

1. That Petitioner, **Andrea J. Dubes and Clinton T. Dubes, (K&K Wood Products LLC)**, owner of all fee interests of record in and to the following described tract of real estate in Boone County, Missouri:

A portion of the parcel of property conveyed to K & K Wood Products LLC, by warranty deed [or however the property was acquired] dated 11/13/2009, and recorded in Book 3573, Page 0064, and to Clinton T. and Andrea J. Dubes in Book 2937, Page 0180 Records of Boone County, Missouri described as:

A tract of land situated in Section, Township, Range, Centralia, Boone County, Missouri, being more particularly described as follows:

**23151 N. Jefferson St.  
Section 10, Township 51, Rge 11  
PT NE NW (TR2 SUR 1147-956)  
(PT SUR 392-259)**

**23151 N. Jefferson St.  
Section 10, Township 51, Range 11  
PT NE NW (TR 1 SUR 1147-956)**

2. That said real estate is not now a part of any incorporated municipality.
3. That said real estate adjoins and is contiguous and compact to the existing corporate limits of the City of Centralia, Missouri.
4. That Petitioners request that said real estate be annexed to and be included within the corporate limits of the City of Centralia, Missouri, as authorized by the provisions of Section 71.012, Revised Statutes of Missouri.

5. That Petitioners request that: (1) the City of Centralia, Missouri, cause the required notice to be published; (2) the Board of Aldermen of the City of Centralia, Missouri, conduct the public hearing required by law; and (3) the Board of Aldermen of the City of Centralia, Missouri, thereafter adopt an ordinance extending the limits of the City of Centralia, Missouri, to include the above described real estate.

Date: 4-9-21

[Signature]  
Owner- Clinton T Dubes

[Signature]  
Owner -Andrea J Dubes

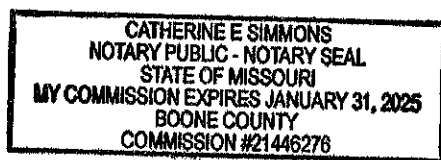
OWNER and PETITIONERS

STATE OF MISSOURI     )  
  ) ss.  
COUNTY OF BOONE     )

On this 9<sup>th</sup> day of April, 2021 year, before me personally appeared [ Petitioner's Name], to me known to be the persons described in and who executed the foregoing instrument, and who acknowledged that they executed the same as their free act and deed.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at my office in Centralia, Boone County, Missouri the day and year first above written.

(SEAL)



[Signature]  
Notary Public  
State of Missouri  
Commissioned in Boone County

My commission expires: Jan 31, 2025

My commission number: 21446276

**From:** Heather Russell, City Administrator  
**To:** Planning & Zoning Commission  
**CC:** Cydney Mayfield, City Attorney  
**Date:** May 18, 2021  
**Re:** Proposed Annexation

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## **Proposed Voluntary Annexation of 23151 N Jefferson St.**

### **Staff Comments:**

City Staff have reviewed the annexation request.

The City currently provides water service to this address.

Sewer service is not available in the area at this time, but the property is large enough that it would not be a violation of the City Code to allow for the lagoon to remain operational on the property. When sewer is available in this area, the City would be able to require connection at that time.

Electric is currently services by Boone Electric Cooperative. After speaking with the engineers at Boone Electric, they are willing to turn the service over to the City at no charge or cost. The estimated cost to provide electricity to this location is \$33,275.07.

### **Comments from Boone County Inspector:**

The Boone County Inspector recommended that the Dubes' talk to the City regarding annexation. A copy of the email correspondence is attached to this memo.

### **PUBLIC HEARING:**

The notice of a public hearing for this voluntary annexation was published in the Centralia Fireside Guard at least 15 days prior to this public hearing as required by City Code. During the public hearing, comments may be heard. A second public hearing will be held before the Centralia Board of Aldermen on June 14, 2021 at 6:30 p.m.

### **COMMISSION RECOMMENDATION:**

The Planning and Zoning Commission will make a recommendation regarding approval of the voluntary annexation of the property located at 23151 N Jefferson.

The Commission will consider both tracts of land at the same time, and a recommendation from the Commission would look like:

**I make a recommendation to approve the voluntary annexation request made by Clint & Andrea Dubes for Tract 1 and Tract 2 located at 23151 N Jefferson Street and request that the City Administrator relay this approval to Centralia Board of Aldermen on June 14, 2021.**

# Electricity to 23151 N Jefferson

| Description                | Quantity | Itemized Cost (\$)      | Total Cost (\$)      |
|----------------------------|----------|-------------------------|----------------------|
|                            |          | Estimated Cost per Item | Estimated Total Cost |
| 40' class 4 poles          | 8        | \$245.00                | \$1,960.00           |
| 6' crossarms               | 10       | \$21.15                 | \$211.50             |
| Crossarm braces (per pair) | 10       | \$6.08                  | \$60.80              |
| 8' Fiberglass Pupi Arms    | 2        | \$221.00                | \$442.00             |
| 336 ACSR                   | 6500     | \$1.89                  | \$12,285.00          |
| 1/0 URD                    | 150      | \$1.00                  | \$150.00             |
| 2" PVC                     | 200      | \$1.46                  | \$292.00             |
| 2" PVC 90 Elbow            | 2        | \$4.00                  | \$8.00               |
| AEJ                        | 1        | \$145.00                | \$145.00             |
| Anchor Rod Adapter         | 1        | \$13.40                 | \$13.40              |
| 7' Extension Rod           | 1        | \$57.47                 | \$57.47              |
| 3/8 Guy Wire               | 25       | \$0.50                  | \$12.50              |
| Guy Strand Fish            | 1        | \$26.14                 | \$26.14              |
| 3/8 Guy Wrap               | 2        | \$2.20                  | \$4.40               |
| Pole Top Pin               | 11       | \$6.21                  | \$68.31              |
| Cross Arm Pins             | 11       | \$6.21                  | \$68.31              |
| Machine Bolts 5/8 x 14     | 10       | \$1.23                  | \$12.30              |
| Machine bolts 5/8 x 12     | 22       | \$1.07                  | \$23.54              |
| Dead End shoes             | 10       | \$12.17                 | \$121.70             |
| Dead End bells             | 10       | \$8.24                  | \$82.40              |
| Big Sky Insulator          | 30       | \$3.39                  | \$101.70             |

|                                 |          | Itemized Cost (\$)      | Total Cost (\$)      |
|---------------------------------|----------|-------------------------|----------------------|
| Description                     | Quantity | Estimated Cost per Item | Estimated Total Cost |
| 50 KVA 480 Volt Transformer     | 3        | \$927.00                | \$2,781.00           |
| 25 KVA 120/240 Volt Transformer | 2        | \$425.00                | \$850.00             |
| Equipment Use                   | 1        | \$7,438.40              | \$7,438.40           |
| Total Wages & AEB               | 1        | \$ 6,059.20             | \$6,059.20           |
| <b>Subtotal</b>                 |          |                         | <b>\$33,275.07</b>   |