

**AGENDA**

**The City of Rolla  
Planning & Zoning Commission  
3<sup>RD</sup> FLOOR CONFERENCE ROOM  
901 North Elm Street  
Tuesday, September 19, 2023 at 5:30 PM**

**SPECIAL CALL MEETING**

**Commission Members:**

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

- I. APPROVE MINUTES:** Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, August 15, 2023
  
- II. REPORT ON RECENT CITY COUNCIL ACTIONS:** NONE
  
- III. NEW BUSINESS:**
  - 1. SUB23-03:** Final Plat of Deer Crossing East VI, a Minor Subdivision to subdivide one lot into three residential lots at 511 Christy Drive
  
- IV. PUBLIC HEARING:** NONE
  
- V. OLD BUSINESS:** NONE
  
- VI. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE, OR STAFF:** NONE
  
- VII. CITIZEN COMMENTS:**

**NEXT MEETING DATE:** **Tuesday, October 10, 2023**

**MINUTES**  
**ROLLA PLANNING AND ZONING COMMISSION MEETING**  
**ROLLA CITY HALL COUNCIL CHAMBERS**  
**TUESDAY, AUGUST 15, 2023**

**Presiding:** Russell Schmidt, Chairperson

**Commission Members Present:** Monty Jordan, Janece Martin, Kevin Crider, Nathan Chirban, Steve Davis

**Commission Members Absent:** Monte Shields, Robert Anderson

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

**II. REPORT ON RECENT CITY COUNCIL ACTIONS:**

1. **SUB23-02:** Final Plat of Ozark Terrace, 3<sup>rd</sup> Addition, a minor subdivision to subdivide one residential lot into two lots at 514 Keeton Rd
2. **ZON23-05:** Rezoning of a portion of 514 Keeton Rd from the R-1, Single-family district to the R-2, Two-family district
3. **TXT23-01:** Amendment to Chapter 42, Sections 42.141 Definitions and 42.233.01-42.233.03, pertaining to zoning regulations of Marijuana businesses

**III. NEW BUSINESS:** NONE

**IV. PUBLIC HEARING:**

1. **ZON23-06:** Rezoning from the C-1, Neighborhood Commercial district to the C-3, Highway Commercial district at 708 N Main Street

**Coots** presents the staff report. He reminds the Commission this case is only to rezone the property and the applicant should not be considered.

**Chirban** asks why the C-3 property to the south was approved. Coots states since it borders 6<sup>th</sup> Street, which is a heavily traveled street, this rezoning was probably not inappropriate.

**Schmidt** asks if anyone representing the applicant would be willing to speak.

**Bryce Crowley**, located at 901 North Pine Street, suite 110, is legal counsel for the Rolla Mission. He approaches the Commission with an agreement letter with the Mission from the City. **Crowley** mentions there is a preexisting business on the property that is desiring to be rezoned to the C-3 district as it is a multi-use building. The Rolla Mission is located here, and does offer a case management program to help patrons gain employment. This function is a commercial use within the business structure.

He states the current ordinance allows for the C-3 district to have a Conditional Use Permit (CUP), while the R-3 district does not. The applicant chose to rezone to the C-3 District to eventually obtain a CUP to keep the City and the Mission from needless litigation. He presents the agreement letter with the City provided to the Mission. He mentions this request is the Mission acting in good faith to uphold this agreement.

**Schmidt** mentions that with the proposed zoning code, the C-3 district may not exist. **Crowley** states he understands this, as the C-3 district could be absorbed into the C-2 district, as well as the CUP being removed from all Commercial districts. However, the current code does allow the C-3 district to have a CUP. He states the proposed code has no bearing on this request, and the current code allows for this.

**Schmidt** comments that this request would need to pass through the City Council as well. In the meantime, the C-3 district may be eliminated before this rezoning could be approved. **Crowley** states he understands that, but the applicant is trying for an amicable solution to avoid litigation. Since the property is a current non-conforming use, the applicant understands this rezoning will not fix that use, and that issue would be resolved by the City Council.

**Chirban** comments that the applicant is requesting the C-3 zoning instead of the R-3, because the R-3 district does not allow for a CUP. **Crowley** confirms this. **Chirban** asks for clarification as he believes this to be incorrect. **Coots** states that both the current and proposed zoning code have conditional uses for overnight shelters in the R-3 district. **Crowley** states that the case management use in the Mission is a commercial use not fit for the R-3 district, as well as the parcel being adjacent to other C-3 zoned lots.

**Schmidt** mentions that the property does not abut a major thoroughfare, which is a requirement for the C-3 district. **Crowley** states if the proposed zoning code passes, the lot will be rezoned to the C-2 district, which does not have the major roadway restriction. **Schmidt** comments that if the request is approved, and both the church and the Mission relocated elsewhere, there is a property zoned highway commercial that is not adjacent to an arterial road. **Crowley** states that while the lot is zoned C-3 now, it may be changed to C-2, which does not have such requirements and restrictions.

**Schmidt** asks if a representative is present to those opposing.

**Joann Stiritz**, PO Box 242 in Rolla, expresses concern about issues about homeless shelters being pushed through. She comments the commercial zone being requested is for retail and the applicant is asking to rezone to a district that will be combined into the C-2 district if the proposed code passes. She questions why the zoning issue is being dealt with before other issues have been addressed.

**Schmidt** opens the public hearing.

**Stewart Baur**, resides at 925 Murry Lane in Rolla, and is also a representative from the Hope Lutheran Church at 612 North State Street. He asks why this rezoning request is being brought forward now, if the desired district is proposed to be eliminated. He also expresses concern about the long-term effects this may have on the area. He implores the Commission to table the case until the zoning code has passed.

**Dale Wands**, residing at 606 Penny Lane, asks the reasoning behind this rezoning. **Schmidt** states that an applicant has applied for a rezoning. **Wands** expresses concern about considering a rezoning request with no reasoning or correlation. He states there needs to be a purpose to rezone. **Schmidt** mentions the Commission has seen similar cases before. **Wands** states he would be opposed to a rezoning if he had no indication what the applicant plans to develop it for. He worries what use could go into the lot if it was zoned C-3.

**Davis** states the City will be granting a stay for the Mission to be operating as is, with the stipulation that the Mission rezone from C-1 to C-3 or R-3. **Wands** asks why the City would grant them a stay. **Davis** suggests it is because changes are still being made to the zoning code, and this agreement allows them to operate while this process continues. **Wands** comments that with this agreement letter, the City is stating the Mission does not meet code. **Schmidt** states these are legal issues the Commission cannot comment on at this time.

**Schmidt** closes the public hearing.

**Schmidt** states the Commission is at an impasse because the board does not know what the zoning will be if the code passes. The current C-3 regulations state the property needs to be on an arterial road and this lot does not meet that. **Martin** asks if the Commission can make a recommendation based upon what the future code may be. **Coots** states the Commission can only make a decision based upon the current code as it is written. **Jordan** asks if the new code passes and is in effect, will the City Council base their opinion on a recommendation presented to them under the old code. **Coots** states if the new code is in effect, the question would then be if the request is appropriate under the C-2 district, since the C-3 district would no longer exist.

**Chirban** states it is frequent that an applicant will apply to rezone and develop a property and then no changes happen. There is no guarantee that the entity that files for the application may be the one who develops the property. **Coots** states the office receives speculative rezoning requests often. **Chirban** comments the Commission should consider what zone best fits the property, not what entity intends to develop there. **Coots** confirms this. He also states that the C-3 district does not require a property to be next to an arterial road. This could be a reason to deny, but the Commission does not have to deny based solely upon this restriction.

**Schmidt** asks if there are R-3 functions that would not be compatible with the nearby uses, such as the existing daycare. **Coots** states that daycares are allowed in the R-3 district, so any use in this district would be compatible. **Martin** asks if this is the same for the C-3 district. **Coots** states a daycare center is a commercial use also allowed in the C-3 district. **Martin** asks if a C-3 development next to churches and other government buildings would cause traffic, safety and pedestrian issues. **Coots** mentions since a daycare could be allowed in the C-3 district, it is difficult to prohibit a use based solely upon traffic issues. He mentions there are some uses that have distance requirements from daycares, but any use that does not have this restriction, would be compatible.

**Chirban** asks at what level is it determined if a use allowed in the C-3 district, but had a distance limitation, could be approved in that lot. **Coots** states this would be enforced at a staff level, when applying for a building permit or business license. **Schmidt** asks how the distance requirement is enforced with preexisting buildings. **Coots** comments that any C-3 use that had a buffer requirement imposed upon it could not be allowed in the property simply because it is zoned C-3.

**Martin** comments that under the present code, the request is not appropriate, as the parcel is not on arterial roadway. She mentions she would not recommend approval for the R-3 district either. Her opinion is to deny or table the case to a later date. **Crider** suggests the Commission vote on the C-3 zoning, which the applicant requested. **Martin** comments the request borders on spot zoning. **Schmidt** mentions that similar cases have been approved, and those properties have caused issues. He did not understand the need for the C-3 district, as the property is currently zoned C-1, for their commercial use. **Jordan** expresses concern that the only reason for this rezoning is to gain access to a CUP.

*A motion was made by Monty Jordan, seconded by Kevin Crider, to recommend the City Council deny the rezoning request from C-1 to C-3 due to the subject property not being adjacent to an arterial roadway, the concern that future uses of a C-3 development may not be appropriate in the neighborhood, and the request appears to be spot zoning. A roll call vote on the motion showed the following: Ayes: Chirban, Crider, Davis, Jordan, and Martin. Nays: None. The motion passes unanimously.*

**V. OLD BUSINESS: NONE**

**VI. OTHER BUSINESS / REPORTS FROM COMMITTEE OR STAFF: NONE**

**VII. CITIZEN COMMENTS: NONE**

**Meeting adjourned: 6:41 p.m.**

**Minutes prepared by: Sarah West**

**NEXT MEETING:**

**Tuesday, September 12, 2023**



Report to:

**Planning and Zoning  
Commission**

Case No.: SUB 23-03

**Meeting Date:** September 12, 2023

**Subject:** Deer Crossing East IV: A Minor Subdivision to subdivide one residential lot into three lots at 511 Christy Drive

**Background:** The applicant seeks to subdivide a 40 acre property into three lots. The property does have one existing house, which would be located on one of the lots. The subdivision would create very large residential lots. Stormwater fees and sidewalks had previously been deferred for this lot, due to the size. All required fees are proposed to be paid prior to finalizing this subdivision.

**Application and Notice:**

Applicant/Owner - John Renick  
Public Notice - <https://www.rollacity.org/agenda.shtml>  
City Council Date - September 18, 2023

**Property Details:**

Current zoning - R-1, Single-family  
Current use - Single-family and vacant/undeveloped  
Land area - Lot 19A: 24.62 acres; Lot 19B: 5.61 acres; Lot 19C: 10.25 acres

**Public Facilities/Improvements:**

Streets - The subject property has frontage on Southview Drive, a collector road; and access to Christy Drive and Mossman Lane, local streets. Lot 19B is proposed to be provided with a private access easement over the existing driveway from Christy Drive; however the lot does have frontage on Southview Drive to provide the required frontage.

Sidewalks - Sidewalks are not located adjacent to the property. Sidewalks will be required to be constructed.

Utilities - The subject property should have access to all needed utilities, although utilities for the existing house are proposed to be provided by private utility easements over existing service lines.

**Comprehensive Plan:** The Comprehensive Plan designates the subject property as being appropriate for Low Density Residential uses.

**Discussion:** The proposed plat appears to meet all zoning and subdivision requirements, if all staff comments are addressed. A revised plat will be needed prior to final approval by City Council.

**Findings:**

1. The proposed minor subdivision would subdivide one residential lot into three lots.
2. The plat appears to be in compliance with all applicable zoning, subdivision, and other requirements, if all comments in the staff comment letter are addressed.

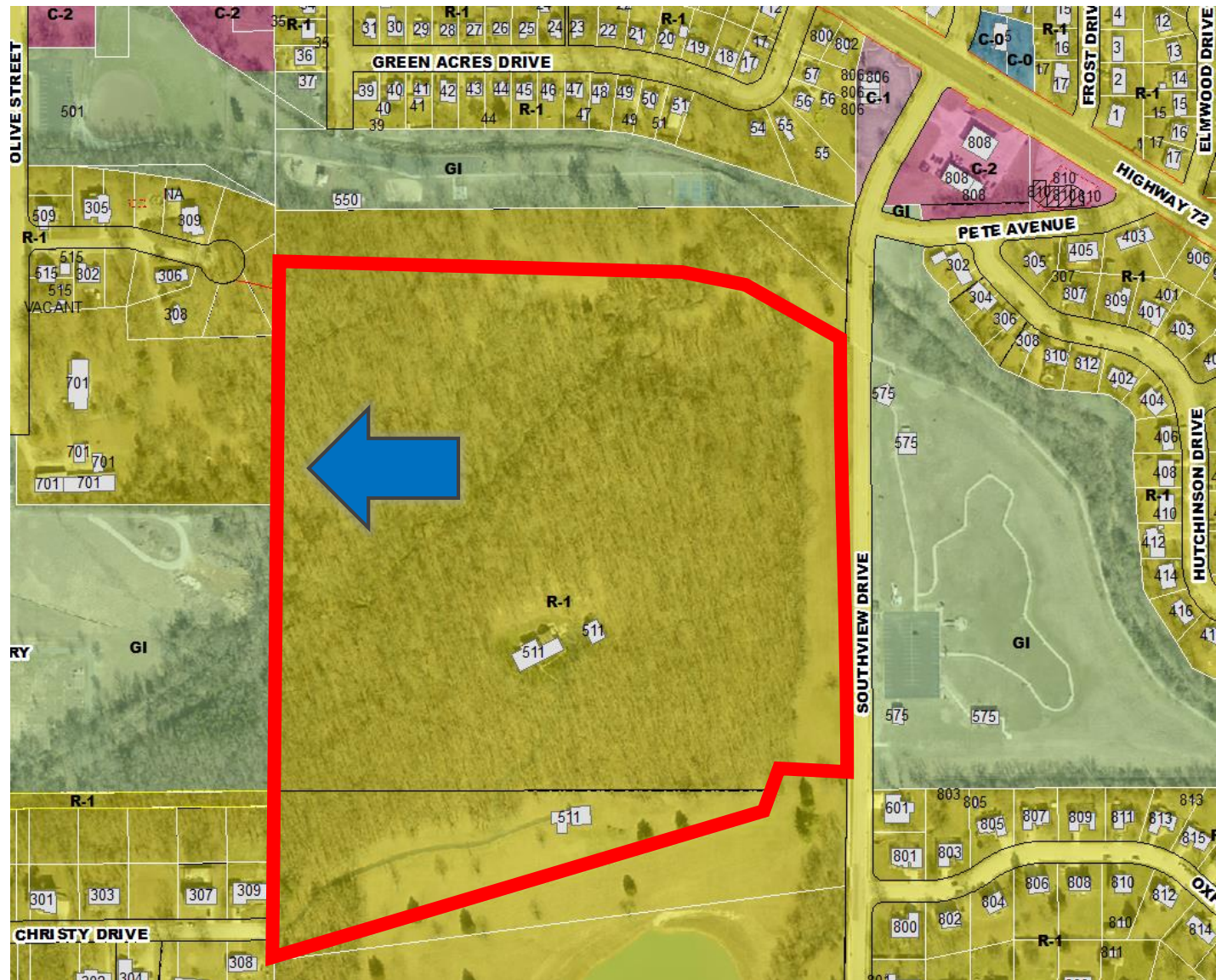
**Alternatives:**

1. Find the request meets all applicable requirements and recommend the City Council approve the request.
2. Find that the request could meet all applicable requirements with the imposition of reasonable conditions and recommend that the City Council conditionally approve the request.
3. Find that the request does not meet all applicable requirements and recommend that the City Council deny the request.
4. Find that additional information and discussion is needed prior to making a recommendation and table the request to a certain date.

**Prepared by:** Tom Coots, City Planner

**Attachments:** Area Map, Application, Revised Plat; Staff Comment Letter; RMU Comment Memo





**Project Information:**

Case No: SUB23-03  
 Location: 511 Christy Drive  
 Applicant: John Renick  
 Request:  
 Minor Subdivision to subdivide into three residential lots



**For More Information Contact:**

Tom Coots, City Planner  
 tcoots@rollacity.org

(573) 426-6974  
 901 North Elm Street  
 City Hall: 2<sup>nd</sup> Floor  
 8:00 – 5:00 P.M.  
 Monday - Friday



## SUBDIVISION APPLICATION

### Contact Information:

**Property Owner:**

John Renick

Name(s)

511 CHRISTY DRIVE

Mailing Address

Rolla, MO 65401

City, State, Zip

573-368-1854

Phone

johnrenick@aol.com

Email

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

Name

Mailing Address

City, State, Zip

Phone

Email

### Property/Request Information:

- Request:** \_\_\_\_\_ Sketch Plat  
 \_\_\_\_\_ Major Subdivision  
 \_\_\_\_\_ X Minor Subdivision  
 \_\_\_\_\_ Replat  
 \_\_\_\_\_ Subdivision Variance  
 \_\_\_\_\_ Vacation of ROW/easement

511 Christy Drive

Property Address/Location

R-1 Residential

Property Zoning

1

3

Number of existing and new lots proposed

Deer Crossing East VI

Name of Subdivision

### APPLICATION CHECKLIST:

Applicant Checks Boxes

- Completed Application Form**
- Agent Letter** (If Applicable)
- Filing Fee** - \$300 (Major Subdivision); \$100 (Minor Subdivision/Replat); \$350 (Subdivision Variance) + Recording Fee (\$44 or \$69)
- Improvement Plans** (Final Plats only; 1 paper copy and pdf version)
- Plat** (5 paper copies and pdf version) or **Vacation Exhibit**
- Letter of Request** (Subdivision Variance only)

City Staff Verifies

### OFFICE USE ONLY:

Case No: SUB 23-03

DRC Meeting Date: 9.5.23

PC Hearing Date: 9.12.23

Submission Date: 8/22/23

Advertise By: \_\_\_\_\_

CC Hearing Date: 9.18.23/10.2.23

# INFORMATION:

(Optional) **Sketch Plats** must include the following information (Section 42-32.1):

1. Proposed subdivision name, contact information for property owner, north arrow, scale, date.
2. Location map, general dimensions of property lines, existing easements, ROW's, buildings, cemeteries, watercourses, flood areas, contours, ect.
3. Name, location, dimensions of existing streets; name, width, classification or proposed streets and alleys.
4. Existing utilities and stormwater management facilities on and adjacent to property.
5. Location, dimensions, and configuration of proposed lots.
6. Location and general layout of proposed water and sewer lines.

**Preliminary Plats** must include the following information (Section 42-32.2):

1. Legal description and boundary line.
2. Name and location of adjoining existing subdivisions, streets, ROW widths, alleys, property lines, ect.
3. Proposed streets with width, centerline, grade, length; dimensions of easements and alleys, ect.
4. Existing property lines, buildings, and utilities.
5. Arrangement, location, dimensions of proposed lots with area, line bearings, angles, and setbacks.
6. Location, dimensions, and area of land to be dedicated or reserved for common ownership.
7. Contour lines, water courses, ravines, culverts, bridges, ponds, ect.
8. Proposed sewer lines, storm sewer lines, drainage facilities, bridges, ect. and easements

**Final Plats** must include the following information (Section 42-32.3):

1. Items shown on Preliminary Plat except contours, land features, street grades, and utilities.
2. Plat restrictions and restrictive covenants regarding building permits.
3. Dedication deed for easements, streets, alleys, parkland, ect.
4. Access limitation and improvement acceptance notes.
5. Planning and Zoning Commission and City Council approval.
6. City and County tax release.
7. Surveyors and Records Certificate.

Note: A Major Subdivision must include a Preliminary Plat. A Major Subdivision is a subdivision which creates (5) or more lots and/or requires the extension of streets.

**Vacations** of rights-of-way or easements must include a Vacation Exhibit which shows property lines, buildings, utilities or public infrastructure within 30 feet of the area to be vacated. Property lines and building locations must be based on a survey. Utility locations may be from field observations, GIS, utility companies, and/or field markings.

## Acknowledgement and Authorization:

The owner(s) understand and agree that the application will be placed on hold until a complete application and all required items on the checklist are received. The owner(s) understand and agree to permitting employees of the City of Rolla to enter the subject property for purposes of posting a yard sign(s), retrieving the yard sign(s), taking photographs of the property/building(s), and investigating the property for pertinent information related to the request. Should ownership of the property change after the application is submitted, authorization is required from the new owner to continue with the review of the request, or the request will be withdrawn from consideration. The undersigned understands that refunds may be provided if the request is withdrawn prior to the Planning Commission hearing, less any costs already incurred.

Property Owner(s):

Applicant/Agent (If Different From Owner)

  
\_\_\_\_\_  
Sign Print

\_\_\_\_\_  
Sign Print

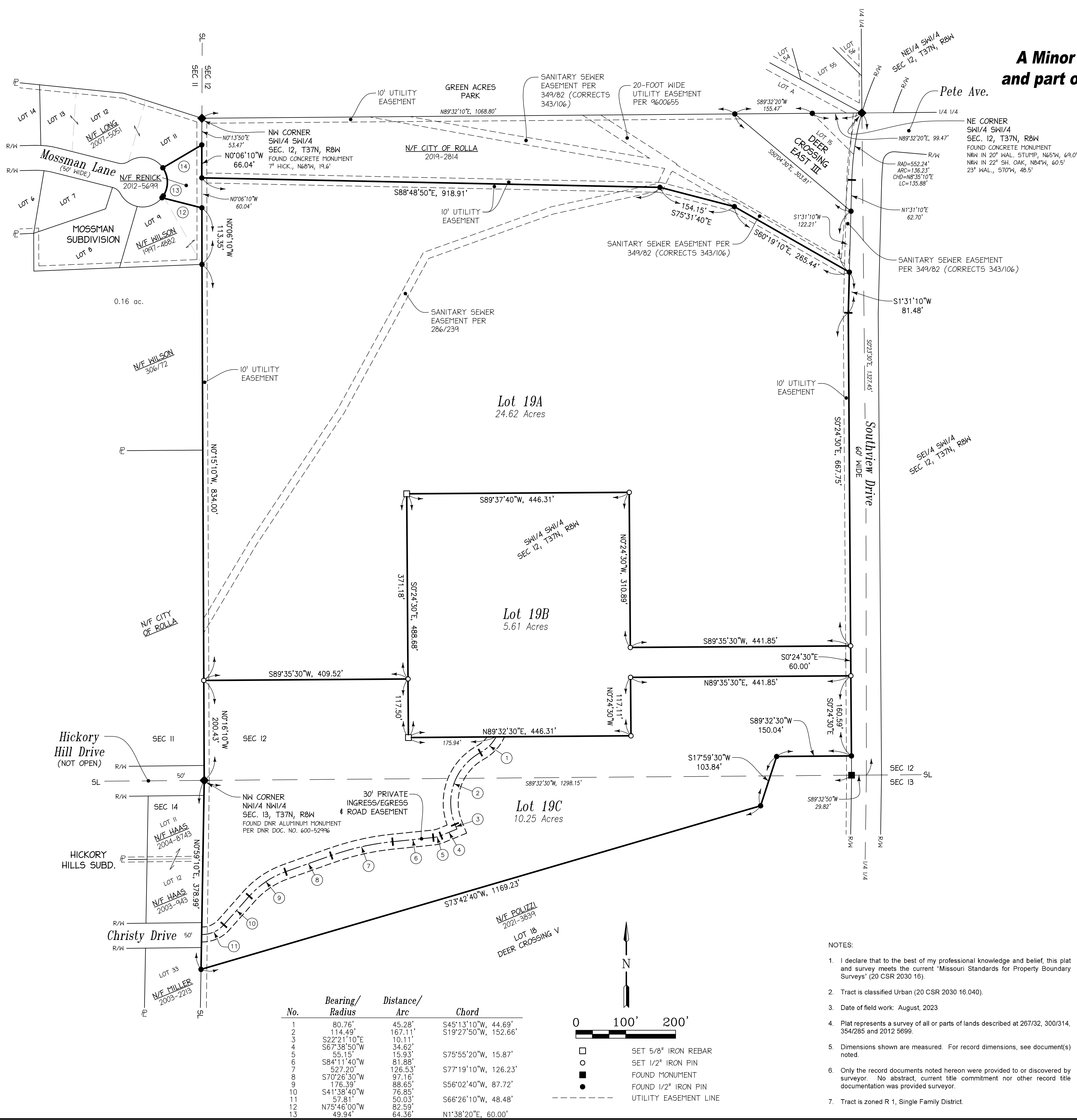
  
\_\_\_\_\_  
Sign Print

\_\_\_\_\_  
Sign Print

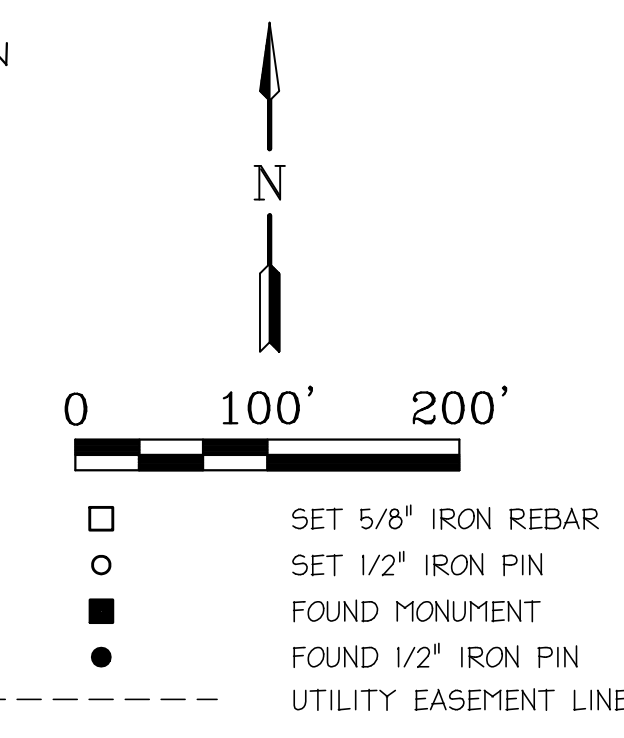


# Final Plat of DEER CROSSING EAST VI

**A Minor Subdivision, being a Replat of all of Lot 19 of DEER CROSSING EAST V  
and part of Lots 9 & 10 of MOSSMAN SUBDIVISION; Rolla, Phelps County, Missouri**



No.	Bearing/ Radius	Distance/ Arc	Chord
1	80.76°	45.28'	S45°13'10"W, 44.69'
2	114.49°	167.11'	S19°27'50"W, 152.66'
3	S22°21'10"E	10.11'	
4	S67°38'50"W	34.62'	
5	55.15°	15.93'	S75°55'20"W, 15.87'
6	S84°11'40"W	81.88'	
7	S27°20'	126.53'	S77°19'10"W, 126.23'
8	S70°25'30"W	97.16'	
9	176.39°	88.65'	S56°02'40"W, 87.72'
10	S41°38'40"W	76.85'	
11	S7°81'	50.03'	S66°26'10"W, 48.48'
12	N75°45'00"W	82.59'	
13	49.94°	64.36'	N1°38'20"E, 60.00'



- NOTES:**
- I declare that to the best of my professional knowledge and belief, this plat and survey meets the current Missouri Standards for Property Boundary Surveys (20 CSR 2030.16).
  - Tract is classified Urban (20 CSR 2030.16.040).
  - Date of field work: August, 2023
  - Plat represents a survey of all or parts of lands described at 267/32, 300/314, 354/265 and 2012 5699.
  - Dimensions shown are measured. For record dimensions, see document(s) noted.
  - Only the record documents noted hereon were provided to or discovered by surveyor. No abstract, current title commitment nor other record title documentation was provided surveyor.
  - Tract is zoned R 1, Single Family District.

**DESCRIPTION**

All of 19 of DEER CROSSING EAST V, Rolla, Missouri, containing 40.32 acres, more or less.

A fractional part of Lots 9 and 10 of Mossman Subdivision, Rolla, Missouri more particularly described as follows: Commencing at the Northeast Corner of the Southeast Quarter of the Southeast Quarter of Section 11, Township 37 North, Range 8 West, thence South 0°13'50" West, 53.47 feet along the East line of said Southeast Quarter of the Southeast Quarter to the northeast corner of Lot 10 of the aforesaid Mossman Subdivision, the true point of beginning of the hereinafter described tract: Thence South 0°06'10" East, 128.08 feet along said East line of the Southeast Quarter of the Southeast Quarter and along the East line of said Lot 10 of Mossman Subdivision; thence North 75°48'00" West, 82.59 feet to a cul-de-sac with a radius of 50.00 feet; thence counterclockwise around said cul-de-sac an arc length of 64.36 feet to the northwest corner of the aforesaid Lot 10 of Mossman Subdivision; thence North 59°56'50" East, 90.55 feet along the northerly line of said Lot 10 to the true point of beginning. Above described tract contains 0.16 acre, more or less.

**DEDICATION**

John B. Renick and Sharon K. Renick hereby certify that they are the owners of the property described and shown hereon, which property is located within the subdivision jurisdiction of the City of Rolla, that it has caused this property to be platted as shown hereon and that said property shall be known and designated as "DEER CROSSING EAST VI." The owners hereby freely adopt this plan of subdivision and dedicate to public use forever the park tract and all easements shown upon this plat.

Dedicators do further grant to all political subdivisions and public and franchised utility companies providing utility services to the land described on this plat the right to install and maintain electrical, water, telephone, cable television, sanitary sewer, storm sewer, gas and fiber optic lines within and along those places which are designated as utility easements on this plat.

DATED: \_\_\_\_\_, 2023

John B. Renick  
Sharon K. Renick  
"DEDICATORS"

STATE OF MISSOURI )  
                                  ) SS.  
COUNTY OF PHELPS )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2023 before me appeared John B. Renick and Sharon K. Renick, husband and wife, to me known to be the persons described in and who executed the same as their free act and deed. IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal in the county and state aforesaid, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.  
My Commission Expires: \_\_\_\_\_

NOTARY PUBLIC \_\_\_\_\_

**SPECIAL PLAT RESTRICTION AND RESTRICTIVE COVENANT AS TO THE ISSUANCE OF BUILDING OR CONSTRUCTION PERMITS**

The undersigned owners of the tract of land herein platted do hereby impose upon said property and do hereby make the following restrictive covenant: No construction may be commenced upon the above described property until all necessary building and construction permits have been issued by the City of Rolla, Missouri and that it is understood by the undersigned that no such permits shall be issued for any lots herein platted until the completion of all public improvements appertaining to such lots or until a cash bond equal to the reasonable costs of completing such public improvements has been received and approved by the City of Rolla, Missouri. The above mentioned public improvements shall be completed pursuant to the agreement between the undersigned and the City of Rolla, Missouri for the completion of such improvements as required by this article of the City Code of Rolla, Missouri.

I, SYLVESTER FARRIS FURSE, IV, do hereby certify that this plat was prepared under my supervision from an actual survey of the land herein described prepared by Archer-Elgin Surveying and Engineering, LLC, dated \_\_\_\_\_ and signed by Sylvester Furse, L.S. No. 2011017288 and that corner monuments and lot corner pins shown hereon were placed under the personal supervision of Sylvester Furse, L.S. No. 2011017288 in accordance with this article of the City Code of Rolla, Missouri.

**COUNTY & CITY TAX RELEASE**

I hereby certify that all property taxes levied by the County of Phelps and the City of Rolla against the real estate described on this plat have been paid in full for 2020 and all prior years.

Faith Ann Barnes  
Collector of Revenue  
Phelps County, Missouri

**RECORDER'S CERTIFICATE**

This plat was filed for record in my office on this \_\_\_\_\_ day of \_\_\_\_\_, 2021. Plat filed at Cabinet \_\_\_\_\_, Number \_\_\_\_\_.

Robin Kordes  
Recorder of Deeds  
Phelps County, Missouri

**IMPROVEMENT ACCEPTANCE**

Approved subject to construction of improvements in accordance with development plans on file with the City of Rolla. This plat meets current subdivision codes of the City of Rolla.

Darin Pryor, PE  
Director of Public Works

Rodney Bourne, PE  
General Manager  
Rolla Municipal Utilities

Floyd Jernigan  
Parks Director

**PLANNING & ZONING APPROVAL**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Russell Schmidt, Chairperson  
Planning & Zoning Commission

Steve Flowers  
Community Development Director

**ACKNOWLEDGMENT OF APPROVAL BY CITY COUNCIL**

This is to acknowledge that the City Council of the City of Rolla, Missouri has, by ordinance duly adopted, approved this plat and has authorized the same to be filed for record in the Office of the Recorder of Deeds, Phelps County, Missouri.

Louis J. Magdils IV  
Mayor, City of Rolla

Attest:

Lorri Thurman  
City Clerk

CM Archer Group, P.C. dba:

## ARCHER-ELGIN

surveying architecture

CM Archer Group, P.C. E: 2020222612-D, L.S: 2004017577-D, A.2016017179

310 East 6th Street  
Rolla, Missouri 65401  
Phone: 573-364-6362  
Fax: 573-364-4782  
www.archer-elgin.com

REVISIONS		Final Plat of DEER CROSSING EAST VI Rolla, Phelps County, Missouri	
		John Renick P.O. Box KK; Rolla, Missouri 65402	
DRAWN BY	MEP	SCALE	1"=100'
CHECKED	SFF	DATE	Aug. 21, 2023
			J5255



September 8, 2023

John Renick  
511 Christy Drive  
Rolla, MO 65401

RE: Deer Crossing East VI Minor Subdivision

Dear applicant(s),

Staff has reviewed the submitted application for a Minor Subdivision. The following comments must be addressed and revised plans submitted (if applicable):

**Community Development – Planning and Zoning**

Tom Coots, City Planner

[tcoots@rollacity.org](mailto:tcoots@rollacity.org)

(573) 426-6974

Please note that due to the tight turnarounds to meet the desired meeting dates, it is essential that the final revised version of the plat be received by Wednesday, September 13 10:00 AM in order for the reports and plat to be available for the packet for the City Council meeting. If this is not possible, it will not be possible to conduct the final reading of the ordinance on September 18.

**Public Works (Streets, Sewer Utility, Stormwater)**

Darin Pryor, City Engineer

[dpryor@rollacity.org](mailto:dpryor@rollacity.org)

(573) 426-6953

1. These comments are in reference to the plat for Deer Crossing East VI dated Aug 21, 2023. Additional comments based on the most recent submittal may not be available prior to the date needed to maintain the desired timeline.
2. The city clerk should be Lorri Powell, not Thurman
3. A fee in lieu of stormwater detention will be required prior to recording the plat. 40.32 acres X \$500 per acre = \$20,160.00
4. A sidewalk bond will be required prior to recording the plat. The bond shall be good for 1 year. The sidewalk required along Southview Drive must be installed within 1 year of the plat being recorded. The required bond shall be for 888.3' at \$30/ft = \$26,650.20
5. After the subdivision is approved Lot 19B will have access to public sewer along South View Drive. The existing house on Lot 19B is currently served by a lateral crossing Lot 19A. Will a private sewer easement be provided across Lot 19A?

**RMU, Rolla Municipal Utility (Water Utility, Electric Utility)**

Chad Davis, Operations Manager

[cdavis@rollamunicipalutilities.org](mailto:cdavis@rollamunicipalutilities.org) (573) 364-1572

Please see the comment letter sent under separate cover.

Please revise the plans as necessary to address the comments and return a pdf file for review by no later than **September 13**. Please contact the reviewer if you have any questions.

Respectfully,

A handwritten signature in black ink, appearing to read "Tom Coots". The signature is written in a cursive style with a large initial "T" and "C".

Tom Coots  
City Planner

Cc: Archer Elgin ; Staff; file





**Business Office**  
P.O. Box 767  
102 West Ninth Street  
Rolla, Missouri 65402-0767  
(573) 364-1572  
Fax: (573) 364-1540  
[www.rollamunicipalutilities.org](http://www.rollamunicipalutilities.org)

**DATE:** September 7, 2023  
**TO:** Tom Coots, City Planner, City of Rolla  
**cc:** Rodney Bourne, General Manager; Chad Davis, Operations Manager; File  
**FROM:** Dale Brown, Engineer 1  
**SUBJECT:** September 5, 2023 DRC Agenda

---

---

**1. SUB23-03:** Deer Crossing VI; Minor Subdivision to create 3 residential lots from 511 Christy Drive.

RMU has the following comments about this proposed subdivision:

- Water Service/Metering:
  - o The property at 511 Christy Drive currently receives water service through a single water meter located at the east end of Christy Drive. RMU is uncertain as to whether this service supplies water to only the residence at 511 Christy Drive (proposed subdivision Lot 19B) or if it also supplies water to the outbuilding (located approximately 360 feet south of the residence in the proposed Lot 19C).
  - o If the outbuilding has water from the existing water meter that also supplies the residence, then the proposed subdivision changes would result in the same water meter providing water service to multiple structures on properties that are likely to be owned by different parties. If the property owners involved desire to have each structure metered separately the property owner(s) will need to install adequate infrastructure to accomplish such, possibly including new metering.
- Electric Service/Metering
  - o The property at 511 Christy Drive currently receives electric service through a single electric meter located to the southwest of the residence. RMU's observation is that this electric meter supplies the residence (located on proposed subdivision Lot 19B) and the outbuilding (located on proposed Lot 19C).
  - o If the outbuilding has an active electric service from the existing electric meter for the residence then the proposed subdivision changes could result in the same electric service providing electric to multiple structures on properties potentially owned by different parties. If the property owners involved desire to have each structure metered separately the property owner(s) will need to install adequate infrastructure to accomplish such, including new metering and separate services.
  - o Additionally, the electric service to the outbuilding is conveyed on overhead wires from the meter to the outbuilding. These wires are the ownership of the customer even though there are installed on poles owned by RMU.



- Easements
  - Water Easement(s)
    - The water service to 511 Christy Drive (Lot 19B) crosses what will become Lot 19C. Since this water line crosses another property RMU would suggest that the property owners consider if they need to establish an appropriate easement for such, with the caveat that RMU would not be a party to any such easement since the service line is the ownership and responsibility of the property owner.
  - Electric Easement(s)
    - The overhead primary electric system and transformer owned by RMU that provide service to 511 Christy drive (including the outbuilding) are currently located between the east side of the property at 309 Christy Drive to southwest of 511 Christy Drive. This infrastructure currently does not lie within a utility easement. In most cases the next step would be to request an easement for this existing infrastructure since platting is underway, but RMU has identified this line as one for potential replacement and possible reconfiguration, so it may be pertinent to develop an easement for a revised alignment.
    - The fact that this system also is the source of electric service to the outbuilding located on what will be Lot 19C adds another possible wrinkle that may need to be considered for the future configuration if there may be changes needed to implement different electric services for the residence and the outbuilding.
    - While time may be short, RMU would encourage the folks involved with this decision making to contact us sooner rather than later with thoughts on the electric service(s) so that appropriate easement(s) for RMU electric infrastructure can be incorporated into the plat assuming that will be the most efficient for all involved instead of possibly having to develop dedicated easement document(s) if necessary.