

**AGENDA**  
**AURORA PLANNING AND ZONING COMMISSION**

**REGULAR SESSION**  
**AURORA CITY HALL, COUNCIL CHAMBERS**  
**Tuesday, June 17, 2014 at 7:00 PM**

**I. Call to order**

- II. Roll Call:**
- |                    |                         |
|--------------------|-------------------------|
| Commission Member: | Vacant (2016)           |
| Commission Member: | Heidi Ryan (2017)       |
| Mayor:             |                         |
| Commission Member: | Leslie Horner (2017)-   |
| Vice Chairperson:  | Rita Engeldinger (2017) |
| Commission Member: | Eddie Breeding (2014)-  |
| Chairperson:       | Regina Payne (2015)-    |
| Secretary:         | Kathie Needham-         |

**III. Approval of Minutes**

- A. Approval of minutes  
Minutes from meeting held on April 29, 2014 at 7:00 p.m.

**IV. Old Business**

- A. Re-consider draft ordinance for vehicles that are not in operating condition and make recommendation to city council.

**V. New Business**

- A. Public Hearing – Front Street Vacate (AFB) Make recommendation to city council
- B. Consider board appointment for Doris Colwell and make recommendation to city council. Board term would expire in May 2016 to allow for staggering of board terms.
- C. Review Special Use Permit and make recommendation to city council
- D. Discussion on definition of personal services in regards to the Home Occupation Ordinance and make a recommendation to city council

**VI. Public Comment/Discussion**

**VII. Department Report**

**VIII. Adjournment**

*Posted June 13, 2014 by Kathie Needham, City Clerk*

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**PRESENTED BY:** Chairman Payne

**SUBJECT:** Approval of Minutes from April 29, 2014

**AGENDA NO.** III

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**AGENDA DESCRIPTION**

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Approval of Minutes from meeting held on April 29, 2014

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**Notes:**

**MINUTES**  
**AURORA PLANNING AND ZONING COMMISSION**

**REGULAR SESSION**  
**AURORA CITY HALL, COUNCIL CHAMBERS**  
**Tuesday, April 29, 2014 at 7:00 PM**

**I. Call to order**

Chairman Payne called the meeting to order at 7:00 p.m.

<b>II. Roll Call:</b>	Commission Member:	Vacant (2014)
	Commission Member:	Heidi Ryan (2017) - present
	Mayor:	
	Commission Member:	Vacant (2017)-
	Vice Chairperson:	Rita Engeldinger (2017) - present
	Commission Member:	Eddie Breeding (2014)- present
	Chairperson:	Regina Payne (2015)- present
	Secretary:	Kathie Needham- present

**III. Approval of Minutes**

A. *Approval of minutes from meeting held on April 1, 2014 at 7:00 p.m.*

Commissioner Ryan moved to approve the minutes from the April 1, 2014 meeting as submitted. Commissioner Breeding seconded the motion. All members voted in favor of the motion.

**IV. New Business**

A. *Consider board appointment for Leslie Horner and make recommendation to city council. Board term would expire in May 2017 to allow for staggering of board terms.*

Commissioner Ryan made the motion to approve board membership for Leslie Horner with a term expiration of May 2017 and recommended her appointment to city council. Commissioner Breeding seconded the motion. Motion passed with all members voting in favor.

B. *Consider Eddie Breeding's board reappointment and make recommendation to city council. New term would expire in May 2018.*

Chairman Payne made the motion to approve board membership for Eddie Breeding with a term expiration of May 2018 and recommended his appointment to city council. Commissioner Ryan seconded the motion. Motion passed with all commissioners voting in favor.

C. *Consider draft ordinance for vehicles that are not in operating condition and make recommendation to city council.*

Recommendations of the board were incorporated into the draft policy however the suggested \$100 permit fee was not. It was felt that citizens would have a problem coming up with the money to purchase the permit. On the other hand some will simply not come in and operate illegally.

Sections of the code were combined and would allow an individual to keep an unlicensed vehicle for a maximum six-month period with a permit. Language was also added to restrict the number of allowed unlicensed vehicles to one.

Staff would give the code enforcement officer an up to date listing of permit holders so he will know what vehicles are legal and which ones are not. If a vehicle is found that does not have a license they will be ticketed and taken to court.

Commissioner Ryan made the motion to approve the draft changes and to make a recommendation to council for approval. Vice Chair Engeldinger seconded the motion. Motion passed with all members voting aye.

D. *Consider draft ordinance for group homes and make recommendation to city council.*

**Group Homes**

There are two definitions included in the Group Homes ordinance. One definition is titled, "Group Homes, Limited." These homes are included in a State Statute that states, "For the purpose of any zoning law, ordinance or code, the classification single family dwelling or single family residence shall include any home in which eight or fewer unrelated mentally or physically handicapped persons reside, and may include two additional person acting as houseparent's or guardians." The Statute does allow for the regulation of these homes in single-family neighborhoods in two ways, through density and appearance. The other definition is titled, "Group Homes, General." These homes have more than eight persons living in the facility. A Special Use Permit will be required for these homes.

**Transitional Living Facilities**

"Transitional Living Facilities" are included in the Definition section of the ordinance. A Special Use Permit will be required for these facilities.

The following definitions were presented and recommended:

**GROUP HOMES:** Any residential home in which eight (8) or less unrelated mentally or physically handicapped persons reside further, and pursuant to Section 89.020 RSMO, such home may include two (2) additional persons acting as hour parents or guardians

who need not be related to each other or to any of the mentally or physically handicapped persons residing in the home.

A. **Group Home, General:** A residential home providing 24-hour care in a protected environment for more than eight persons with physical or mental disabilities and any number of care givers.

B. **Group Home, Limited:** A residential home providing 24-hour care in a protected environment for eight (8) or less unrelated persons with mental or physical disabilities; further, and pursuant to Section 89.020 RSMO, such home may include two (2) additional person acting as hour parents or guardians who need not be related to each other or to any of the mentally or physically handicapped persons residing in the home.

**GROUP RESIDENTIAL:** The use of a site for occupancy by groups of more than five persons, not defined as a family, on a weekly or longer basis. Typical uses include fraternity or sorority house, dormitories, residence halls, and boarding or lodging houses. The term "group residential" does not include "group homes."

**TRANSITIONAL LIVING FACILITY:** A state licensed group-care home for juvenile delinquents, halfway houses providing residence, rehabilitation and counseling to person on release from a more restrictive custodial confinement, and residential rehabilitation treatment centers which also may provide outpatient rehabilitation for alcohol and other drug abuse.

The following sections were recommended to be added to the present code:

Section 400.341: Group Home (Limited or General)

Group Homes shall be subject to the following standards only when located in an A-1 or R-1 district.

- (1) Spacing: A Group Home to be located within a residential zoning district shall not be located within 1,320 feet of another Group Home, measured as the shortest distance between any portion of the structure in which persons reside.
- (2) Exterior Appearance: There shall be no alteration of the exterior of the Group Home that shall change the character thereof as a single-family residence. There shall be no alteration of the property on which the Group Home is located that will change the character thereof as property within a single family dwelling district.

- (3) Neighborhood Character: A Group Home constructed in an A-1 or R-1 district shall be constructed to be compatible with the architectural character of the neighborhood in which it is located.

**Section 400.343: Group Home, General**

A Special Use Permit is required for a Group Home, General.

**Section 400.344: Transitional Living Facility**

A Special Use Permit is required for a Transitional Living Facility. This facility can only be located within a commercial zone.

Commissioner Ryan made the motion to recommend to city council to adopt the Special Use Permit and Zoning for Group Homes with the stipulation that Transitional Living Facilities be placed only in a commercial zone. Chairman Payne seconded the motion. Motion passed with the following commissioners voting aye:

AYE: Ryan, Breeding, Payne

NAYES: Engeldinger

Commissioner Ryan made the motion to approve the definitions as submitted to include Group Homes, Group Residential and Transitional Living Facilities and to recommend passage of these definitions to city council. Chairman Payne seconded the motion. Motion passed with all commissioners voting aye.

Chairman Payne made the motion to approve adding Section 400.341 (Group Home (Limited and General)) and recommend its passage to city council. Commissioner Ryan seconded the motion. Motion passed with all commissioners voting aye.

Commissioner Ryan made the motion to approve adding Section 400.343 (Group Home General) and recommend its passage to city council. Commissioner Breeding seconded the motion. Motion passed with all commissioners voting aye.

Commissioner Breeding made the motion to approve adding Section 400.344 (Transitional Living) as amended and recommend its passage to city council. Commissioner Ryan seconded the motion. Motion passed with all commissioners voting aye.

**V. Public Comment/Discussion**

None

**VI. Department Report**

None

## **VII. Adjournment**

Chairman Payne made the motion to adjourn at 8:00 p.m. Commissioner Breeding seconded the motion with all members voting in favor.

### **APPROVED:**

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Regina Payne, Chairman

### **ATTEST:**

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Kathie Needham, City Clerk, MMC/MPCC

*Posted April 25, 2014 by Kathie Needham, City Clerk*

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Reconsider draft ordinance for non-operating vehicles

**AGENDA NO. IV (A)      OLD BUSINESS**

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**AGENDA DESCRIPTION**

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Re-consider draft ordinance for vehicles that are not in operating condition and make recommendation to city council.

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**Notes:**

# Memo

**To:** Planning and Zoning  
**From:** Mike Randall, City Manager  
**Date:** 5/20/2014  
**Re:** Bill No. 2014-3000 re: Parking and Storing of Motor Vehicles which are not in Operating Condition.

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On May 12, 2014, the City Council voted to table Bill No. 2014-3000 concerning the Parking and Storing of Motor Vehicles which are not in Operating Condition. This Bill contained language recommended by the Planning and Zoning Commission. Therefore, this issue has been referred back to the Planning and Zoning Commission under "Old Business."

One of the concerns mentioned during the meeting was the lack of a specific mention of a fine amount. Therefore, the attached draft Bill contains new language that specifies a fine of "not less than one dollar and not more than five hundred dollars." This particular fine amount is the same as that listed for a "nuisance for which no penalty is otherwise established (Section 220.080). Another change specifically lists vehicles in violation as a "nuisance."

Some of the other concerns mentioned, in my opinion, relate to enforcement. For example, would an unlicensed vehicle in visually good condition fall under the same provisions in the ordinance as an unsightly (perhaps rusty) vehicle? In my opinion, requiring the Code Enforcement Officer or the Building Inspector to make subjective evaluations concerning the condition of a vehicle puts them in a potentially difficult position. A vehicle's condition might fall anywhere within a maintenance spectrum. Therefore, application of the ordinance provisions uniformly seems to be the fairest way to enforce its provisions. In short, the current ordinance, in force since 1998, before any changes were recommended, does not make special exceptions and was designed to be applied uniformly.

# Missouri Department of Revenue

Jay Nixon, Governor  
John R. Mollenkamp, Acting Director  
[Home](#) » [Motor Vehicle Licensing](#)

## Historic License Plates

To qualify for historic vehicle registration, a *motor vehicle* (passenger vehicle, truck, motorcycle, or RV) must be 25 years old or older, owned solely as a collector's item, and used for exhibition and educational purposes. [Click here if the vehicle is not already titled in your name in Missouri.](#)

A vehicle that is registered as a historic vehicle may be driven:

1. To and from exhibitions and educational events without any mileage limitation;
2. To repair facilities within a 100 mile limit; and
3. Up to 1,000 miles per year for personal use.

The owner is responsible for keeping a log of the miles driven for personal use each calendar year. The log must be kept in the vehicle when the vehicle is being driven on any state road.

Historic vehicle registration is a permanent registration and cannot be transferred. If you sell or dispose of the vehicle, you must remove the plates from the vehicle at that time. See below for special guidelines for relinquishment of Year of Manufacture license plates.

There are three kinds of historic vehicle registrations (license plates):

- [Historic License Plates](#)
- [Personalized Historic License Plates](#)
- [Year of Manufacture License Plates](#)

### Historic License Plates:

To apply for Historic License Plates, you must submit the following items to our [central office in Jefferson City](#):

1. A completed [Application for Missouri Historic or Personalized Historic License Plates \(Form 570\)](#);
2. A [paid personal property tax receipt](#) (original or copy) or a [statement of non-assessment](#) from your county of residence (or city of St. Louis) for the previous year;
3. A current [insurance identification card](#) (original or copy) or other [proof of financial responsibility](#);
4. A copy of the vehicle's title or registration receipt;
5. A registration fee of \$25.25 (this is a one-time fee); and
6. A \$3.50 processing fee.

## Personalized Historic License Plates

To apply for Personalized Historic License Plates, you must submit the following items to our central office in Jefferson City:

1. A completed Application for Missouri Historic or Personalized Historic License Plates (Form 570);
2. A paid personal property tax receipt (original or copy) or a statement of non-assessment from your county of residence (or city of St. Louis) for the previous year;
3. A current insurance identification card (original or copy) or other proof of financial responsibility;
4. A copy of the vehicle's title or registration receipt;
5. A registration fee of \$25.25 (this is a one-time fee);
6. A \$15 personalized plate fee; and
7. A \$3.50 processing fee.

Be sure to mark the "Personalized Historic" box on the Form 570 and enter your configuration choices. You may submit up to six choices. Click here to check the availability of your chosen plate configurations before you submit the form. Currently, historic plates cannot be reserved online. Personalized Historic License Plates expire (annual or biennial), and both the annual \$15 personalized plate fee and annual \$3.50 processing fee are charged at the time of renewal.

## Year of Manufacture License Plates

The owner of any historic vehicle possessing a **license plate issued by the state of Missouri that is over 25 years old** in which the year of issuance of such plate is consistent with the model year of the vehicle may register such plate as a Year of Manufacture historic vehicle license plate as set forth in section 301.131, RSMo, provided the plate configuration does not conflict with the current numbering system. If you already have an old Missouri license plate (or set), you may e-mail the plate configuration to [mybmail@dor.mo.gov](mailto:mybmail@dor.mo.gov) and ask our staff to verify if it is available as a Year of Manufacture registration.

To apply for Year of Manufacture license plates, you must submit the following items to our central office in Jefferson City:

1. A completed Application for Missouri Historic or Personalized Historic License Plates (Form 570);
2. A **picture** of the license plate you wish to use for the Year of Manufacture registration;
3. A paid personal property tax receipt (original or copy) or a statement of non-assessment from your county of residence (or city of St. Louis) for the previous year;
4. A current insurance identification card (original or copy) or other proof of financial responsibility;
5. A copy of the vehicle's title or registration receipt;
6. A registration fee of \$25.25 (this is a one-time fee);
7. A \$3.50 processing fee.

Be sure to mark the "Year of Manufacture" box on the Form 570.

When selling a historic vehicle with a Year of Manufacture registration, the new owner may use the Year of Manufacture license plate(s) on the vehicle if the previous owner provides a relinquishment letter, and standard Year of Manufacture requirements (above) are met. There is no limit to the number of times the plate may be re-used as long as a notarized relinquishment letter is provided.

If you have additional questions about historic vehicle registration, you may send an e-mail to [mvbmail@dor.mo.gov](mailto:mvbmail@dor.mo.gov).

**AN ORDINANCE OF THE CITY OF AURORA, MISSOURI, AMENDING CHAPTER 250 "JUNKED, WRECKED, ABANDONED PROPERTY", ARTICLE II "ABANDONED PROPERTY", SECTION 250.160 "PARKING AND STORAGE OF MOTOR VEHICLES WHICH ARE NOT IN OPERATING CONDITION" OF THE MUNICIPAL CODE**

*WHEREAS*, the City of Aurora, Missouri (the "City"), is a city of the third class and political subdivision of the State of Missouri, duly created, organized and existing under and by virtue of the constitution and laws of the State of Missouri; and

*WHEREAS*, the City of Aurora having reviewed the current ordinance and the basis for the proposed changes, determined there is a need to amend Section 250.160 "Parking and Storage of Motor Vehicles which are not in Operating Condition"; and

***NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF AND FOR THE CITY OF AURORA, MISSOURI, AS FOLLOWS:***

**SECTION ONE:** The City Council hereby amends Section 250.160 "Parking and Storage of Motor Vehicles which are not in Operating Condition" to read as follows:

**SECTION 250.160: PARKING AND STORING OF MOTOR VEHICLES WHICH ARE NOT IN OPERATING CONDITION**

**A. Findings.**

1. The parking or storing of motor vehicles which are not in an operating condition on driveways, tracts and lots within the City creates potential safety hazards, ~~and~~ may limit access to emergency vehicles, and is a public nuisance.

2. The storing or parking of motor vehicles which are not in an operating condition on driveways, tracts, or lots in districts zoned for residential use, damages the residential character of those districts and may adversely affect the property values of adjacent residences.

**B. Definitions.** For the purposes of this Section, the following terms, phrases, words and their derivation shall have the meanings given in this Section.

**MOTOR VEHICLE:** Every vehicle which is self-propelled.

**MOTOR VEHICLE WHICH IS NOT IN AN OPERATING CONDITION OR NON-OPERATING CONDITION VEHICLE:**

1. Any vehicle missing any part vital to its operation, such as its engine, transmission, tires, wheels and required safety equipment;

2. Any vehicle missing any substantial portion of its exterior body parts, including but not limited to, its hood, trunk, and front and side body work;

3. Any van, truck or trailer box either connected or disconnected from the chassis and which is not connected to an engine; or

4. Any vehicle not displaying a currently effective license or registered number plate or plates, including any registration decal required by the laws of Missouri and/or the County and/or the City and issued to the owner of any such vehicle to be displayed on the vehicle registered.

**OWNER OR PERSON IN POSSESSION:** Any individual, partnership, joint venture, corporation or other business or legal entity that owns or is in temporary possession of a motor vehicle.

**C. Applicability--Severability Clause.**

1. Nothing in this Chapter shall be construed to abrogate or impair the powers of the courts or any department of the City to enforce any provisions of its ordinances or regulations; nor to prevent or punish violations thereof; and the powers conferred in this Chapter shall be in addition and supplemental to the powers conferred by any other ordinance.

2. In the event that any part or portion of this Section is declared invalid the

remainder of its provisions shall not be affected, but such remaining provisions shall continue in full force and effect.

D. ~~Parking And Storing Of Vehicles Which Are Not In An Operating Condition In Districts "R-1", "R-2", "R-3", "MHP" and "PRD".~~ Subject to the exception of auto sales lots and repair garages lawfully operating in any district zoned "C-1", "C-2", "C-3" and subject to the exception of a licensed car, truck or trailer box connected to a chassis and auto sales lots and repair garages lawfully operating in any district zone "M-1", "M-2".

1. It is unlawful for the owner or person in possession of any motor vehicle to park or place said vehicle upon a driveway, lot, plot, tract, or city right-of-way ~~within any district zoned "R-1", "R-2", "R-3", "MHP" or "PRD"~~ (except in an enclosed structure or a weather-resistant fabric) while said vehicle is not in an operating condition. The provisions of this Section shall not apply to owners who have temporarily (not exceeding forty-eight (48) hours) placed their motor vehicles in a non-operating condition while working on said vehicles on their premises. In no event (except those listed in item 3) shall an owner or person in possession maintain a motor vehicle on his/her premises in a non-operating condition for a period in excess of forty-eight (48) hours unless such vehicle is placed in an enclosed structure or within a weather-resistant fabric. Weather-resistant fabric may only be used for one vehicle in lieu of an enclosed structure when the vehicle is located to the side or the back of the house and only for a maximum period of six months with a permit issued by the City of Aurora. The weather-resistant fabric must be opaque and cover the entire vehicle.

2. The Code Official, or designee for the City, shall serve notification, in accordance with the currently adopted International Property Maintenance Code, if he finds a violation of this Section.

3. When an inoperable vehicle that is for sale has been parked upon a parcel within the city limits the vehicle must have a for sale sign placed on the front windshield stating the date it was placed on the parcel for sale. That vehicle cannot sit on the parcel in excess of thirty (30) days at which time the vehicle must be removed from the parcel and cannot again be replaced on this parcel in an inoperable condition for any purpose.

E. ~~Parking And Storing Of Vehicles Which Are Not In An Operating Condition In Districts Zoned "C-1", "C-2", "C-3".~~

~~1. Subject to the exception of auto sales lots and repair garages lawfully operating in any district zoned "C-1", "C-2", "C-3", it is unlawful for the owner or person in possession of any motor vehicle to park or place said vehicle upon a driveway, lot, plot, tract, or city right-of-way within any district zoned "C-1", "C-2", "C-3" (except in an enclosed structure or weather-resistant fabric) while said vehicle is not in an operating condition. The provisions of this Section shall not apply to owners who have temporarily (not exceeding forty-eight (48) hours) placed their motor vehicles in a non-operating condition while working on said vehicles on their premises. In no event (except those listed in item 3) shall an owner or person in possession maintain a motor vehicle on his premises in a non-operating condition for a period in excess of forty-eight (48) hours unless such vehicle is placed in an enclosed structure or within a weather-resistant fabric. Weather-resistant fabric may only be used in lieu of an enclosed structure when the vehicle is located to the side or the back of the house or business location. The weather-resistant fabric must be opaque and cover the entire vehicle.~~

~~2. The Code Official, or designee for the City, shall serve notification, in accordance with the currently adopted International Property Maintenance Code, if he finds a violation of this Section.~~

~~3. When an inoperable vehicle that is for sale has been parked upon a parcel within the city limits the vehicle must have a for sale sign placed on the front windshield stating the date it was placed on the parcel for sale. That vehicle cannot sit on the parcel in excess of thirty (30) days at which time the vehicle must be removed from the parcel and cannot again be replaced on this parcel in an inoperable condition for any purpose.~~

F. ~~Parking And Storing Of Vehicles Which Are Not In An Operating Condition In Districts~~

Zoned "M-1", "M-2".

~~1. Subject to the exception of a licensed van, truck or trailer box connected to a chassis and auto sales lots and repair garages lawfully operating in any district zoned "M-1", "M-2", it is unlawful for the owner or person in possession of any motor vehicle to park or place said vehicle upon a driveway, lot, plot, tract, or city right-of-way within any district zoned "M-1", "M-2" (except in an enclosed structure or weather-resistant fabric) while said vehicle is not in an operating condition. The provisions of this Section shall not apply to owners who have temporarily (not exceeding forty-eight (48) hours) placed their motor vehicles in a non-operating condition while working on said vehicles on their premises. In no event (except those listed in item 3) shall an owner or person in possession maintain a motor vehicle on his premises in a non-operating condition for a period in excess of forty-eight (48) hours unless such vehicle is placed in an enclosed structure or within a weather-resistant fabric. Weather-resistant fabric may only be used in lieu of an enclosed structure when the vehicle is located to the side or the back of the house or business location. The weather-resistant fabric must be opaque and cover the entire vehicle.~~

~~2. The Code Official, or designee for the City, shall serve notification, in accordance with the currently adopted International Property Maintenance Code, if he finds a violation of this Section.~~

~~3. When an inoperable vehicle that is for sale has been parked upon a parcel within the city limits the vehicle must have a for sale sign placed on the front windshield stating the date it was placed on the parcel for sale. That vehicle cannot sit on the parcel in excess of thirty (30) days at which time the vehicle must be removed from the parcel and cannot again be replaced on this parcel in an inoperable condition for any purpose.~~

G. Penalties.

A. Penalties for violation of this Section shall be in accordance with the International Property Maintenance Code Section 106.4.

B. Any person violating any provision of this Code regarding the parking and storing of motor vehicles which are not in operating condition shall be punished by a fine not less than one dollar (\$1.00) nor more than five hundred dollars (\$500.00).

**SECTION TWO:** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**SECTION THREE:** This ordinance shall be in full force and effect after its second reading.

***PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF AURORA,  
MISSOURI ON THIS 28th DAY OF MAY 2014.***

**APPROVED:**

\_\_\_\_\_  
David L. Marks, Mayor

**ATTEST:**

\_\_\_\_\_  
Kathie Needham, City Clerk MMC/MPCC

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Public Hearing – Request from AFB to vacate Front Street

**AGENDA NO.** V (A)      **NEW BUSINESS**

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**AGENDA DESCRIPTION**

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Public Hearing – Request from AFB to vacate Front Street  
Make recommendation to city council

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**Notes:**



**City Of Aurora Building & Zoning Department  
P&Z Application**

Date of Application: 5/7/14

<b>Project Title &amp; Type</b>	<b>Title as it Appears on Plans</b>
<input type="checkbox"/> Annexation, Zoning & Concept Plan	<input type="checkbox"/> Board of Adjustments
<input type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Exception to Subdivision Regulations
<input type="checkbox"/> Special Use Permit	<input type="checkbox"/> Zoning Code Amendment
<input type="checkbox"/> Rezoning & Concept Plan	<input checked="" type="checkbox"/> Vacation of Easement
<input type="checkbox"/> Minor Subdivision	<input type="checkbox"/> Vacation of Right of Way
<input type="checkbox"/> Final Plat	<input type="checkbox"/> Other <u>Vacation of "Front" Street</u>

**Information**

Applicant's Name: AFB International Project Location: \_\_\_\_\_

Applicant's Address: 3 Research Park Existing Use: Abandon easement  
St. Charles, MO 63304 Proposed Use: \_\_\_\_\_

Phone/Fax/Mobile: 417-678-5988 Existing Zoning: \_\_\_\_\_

Relationship to Owner: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

**Legal Description of Property**  
 The entire width of a portion of Front Street road easement that appeared on the original city plat dated 1892 but removed from subsequent city plats on property now owned by AFB International. The easement lies on the SW corner of AFB property and north of the continuous line forming the northern edge of the Burlington Railroad right of way.

**Persons In Interest**

Property Owner(s) Name	Address	Zip	Phone/Fax/Mobile
<u>AFB International,</u>	<u>St. Charles, MO</u>	<u>63304</u>	<u>636-634-4100</u>

**Mortgagees**

\_\_\_\_\_

**Options**

\_\_\_\_\_

Consultants Name	Address	Zip	Phone/Fax/Mobile



## City Of Aurora Building & Zoning Department P&Z Application

### Contact Person

Identify one person to serve as the contact for the Building & Zoning Department during the review process. This will be the only person notified by the Building & Zoning Department of meeting schedules. It will be his/her responsibility to notify the other parties who may be involved in the project.

Name DAN WHITE Address 117 N Morgan Ave Phone/Fax 678 5988

### Owners Certification

I Certify that I am the person in interest and the information and exhibits herewith are true and correct to the best of my knowledge and that in filing this application, I am acting with the knowledge and consent of all persons in interest. Without the consent of persons in interest, the requested action cannot lawfully be accomplished.

Name \_\_\_\_\_ Address \_\_\_\_\_ Phone/Fax \_\_\_\_\_

### Staff Use Only

Application Accepted

Date: 5/8/14

Property Owners within 185 feet of Property Notified

Time: 11 AM

Application requirements Complete

Received By: [Signature] Fees Received: \_\_\_\_\_

Pre-application conference was held with/on \_\_\_\_\_

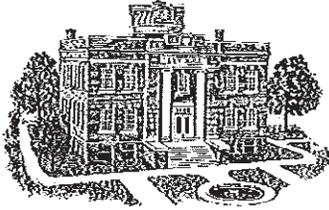
### Fees Table

Plan Review	\$ 68.00 per hour
Plat Review	\$160.00 plus \$10.00 per lot
Minor Subdivision	\$ 50.00
Rezoning Fees	\$100.00 per application
Special Use Permit	\$100.00 per application
Board of Adjustment	\$100.00 per application

Mailed 5-20-14

Address within 185' AFB International "Vacating Front St."

Service Vending Co. Inc.	PO Box 604 Aurora, Mo. 65605
Elmer R. & Margaret L. Lindeman	501 W Tyndall St. Aurora, Mo. 65605
Linda A. Lee	204 W Locust St. Aurora, Mo. 65605
Sandra A. Buntin	PO Box 248 Marionville, Mo. 65705
Rosa M. Gracia	PO Box 234 Marionville, Mo. 65705
Milky Way Leasing	PO Box 9266 Springfield, Mo. 65801
Mid Missouri Bank	1619 Independence Springfield, Mo. 65804
MFA Inc.	201 Ray Young Dr. Columbia, Mo. 65201
Catherine Huellhorst Trust	516 S Carnation Ave. Aurora, Mo. 65605



# CITY OF AURORA

May 21, 2014

To Whom It May Concern:

This letter is to inform you that a public hearing has been called by the Planning and Zoning Commission to consider a request from AFB International, to vacate Front Street.

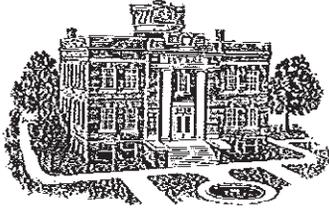
As a property owner within 185 feet (exclusive of streets and alleys) of this property, you are hereby notified of this Public Hearing. If you wish to have any input into this hearing, either for or against the request, you may do so at this hearing. If you cannot attend the hearing but want to voice an opinion, you can send a letter to the Planning and Zoning Commission at the Aurora City Hall, P.O. Box 30, Aurora, MO 65605.

The Public Hearing will be held on the third floor, Council Chambers at City Hall on, Tuesday, June 17th, 2014 at 7:00 p.m.

If you have any questions concerning this request, please contact me at 417-678-5121 ext 32.

Thank You,

Trent White  
Building Inspector



# CITY OF AURORA

May 21, 2014

To Whom It May Concern:

This letter is to inform you that a public hearing has been called by the Planning and Zoning Commission to consider a request from AFB International, to vacate Front Street.

As a property owner within 185 feet (exclusive of streets and alleys) of this property, you are hereby notified of this Public Hearing. If you wish to have any input into this hearing, either for or against the request, you may do so at this hearing. If you cannot attend the hearing but want to voice an opinion, you can send a letter to the Planning and Zoning Commission at the Aurora City Hall, P.O. Box 30, Aurora, MO 65605.

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If you have any questions concerning this request, please contact me at 417-678-5121 ext 32.

Thank You,

Trent White  
Building Inspector

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Consider board appointment for Doris Colwell and make recommendation to city council

**AGENDA NO. V (B)      NEW BUSINESS**

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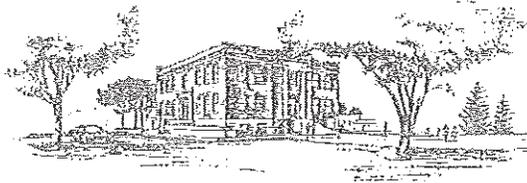
**AGENDA DESCRIPTION**

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Consider board appointment for Doris Colwell and make recommendation to city council. Board term would expire in May 2016 to allow for staggering of board terms.

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**Notes:**



City of Aurora  
Board and Commission Appointment  
Application Form

Name: <u>Doris L. Colwell</u>	Date: <u>May 1, 2014</u>
Home Address: <u>1110 E. Church St</u>	
E-Mail Address: <u>dcolwell@CenturyLink.net</u>	
Home Telephone: <u>1 (417) 678-3183</u>	Work Telephone: _____
Occupation: <u>Retired</u>	Best Time to Call: _____ am/pm
Do you own commercial property and/or operate a business in Aurora? <u>no</u>	
Work/Business Name: <u>None</u>	
Work/Business Address: <u>None</u>	
Length of Residency in Aurora: <u>1952</u>	
Are you now, or have you ever served on a board, commission or committee for the City of Aurora or any other community? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
If yes, please give name of board, commission and/or committee and dates served: <u>Council</u>	
Have you ever resigned from a committee, if so what committee: <u>no</u>	
Have you ever been convicted of a felony or misdemeanor? If so for what <u>no</u>	

(Application continued on back page)

BOARD OR COMMISSION PREFERENCE(S): Refer to last page for list of Boards, Commissions and Committees (Please list <u>no more than three</u> boards, commissions or committees in order of preference)		
1	P+Z	2
		3

Applicants for all city boards and commissions **cannot** be in arrears for any city taxes? Are you current on your city taxes?       Yes       No

**Narrative Statement.** Please provide a brief statement indicating the basis for your desire to be appointed to this board or commission including the strengths you feel you could bring to the position for which you are applying. Information may include education, professional experience and community activities pertinent to the position for which you are applying.

I understand that my attendance at all regularly scheduled meetings is critical even if I am an alternate member and that the City Council may appoint a replacement for members who are chronically absent from regular meetings. I also understand that this application is considered a public record and that my application may be subject to a background check.

Applicant's Signature:

Doris L. Colwell

All applications are kept on file for one year. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. It is suggested that you regularly attend the Board or Commission meetings in which you are interested in applying for. The Board or Commission will have to interview each interested candidate before making their recommendation to the City Council.

- Mail or deliver your completed application to: City of Aurora, Attn: City Clerk, P.O. Box 30, Aurora, MO 65605

\* Application must be completely filled out in order to be considered \*

**THANK YOU FOR YOUR INTEREST IN THE CITY OF AURORA**

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Review Special Use Permit and make recommendation to council

**AGENDA NO.** V (C)      **NEW BUSINESS**

---

**AGENDA DESCRIPTION**

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Review Special Use Permit and make recommendation to council

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**Notes:**

SECTION 400.350: SPECIAL USE PERMIT

A. Certain non-conforming or conditional uses may be located in Districts "R-1", "R-2", "R-3", Planned Residential Development and "C-O" and "C-2" by written permission of the City Council after written notice to all landowners within one hundred eighty-five (185) feet of the proposed use, followed by a public hearing; provided that in their judgment such use will not seriously injure the appropriate use of neighboring property, and will conform to the general intent and purpose of this Chapter and, further provided, that such uses shall comply with the height, area and other regulations of the districts in which they may be located, as well as any additional restrictions as may be ordered.

B. Conditional uses are those types of uses which due to their nature are dissimilar to the normal uses permitted within a given zoning district. Within the various zoning districts specific uses may be permitted only after additional requirements are complied with as established within this Article.

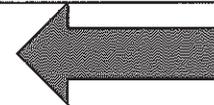
1. Application. An application (an original and four (4) copies) for a special use permit shall be filed with the Zoning Official. The application shall include the following:

- a. Plan showing existing and proposed building locations, parking areas, location and type of outdoor lighting, interior drives and landscaped buffer strips.
- b. Topography and existing utilities, abutting the streets, alleys or easements, and the square footage of land within the plot.
- c. Name of owner of land to be utilized.
- d. Description of architecture and exterior materials to be utilized.

Depending on the type of project proposed, the following additional documents and information might also be required with the application:

- Traffic study
- Adequate public facilities report
- Stormwater management plan
- Fiscal impact study
- Water and sewer impact study
- Environmental inventory

Not from Joplin Permit



Within five (5) days of filing of such application, the applicant shall place a sign on the lot or street in a conspicuous location. Said sign shall be of a type which will withstand the elements, not less than two and one-half (2½) feet by three (3) feet in size, with the following wordage clearly lettered not less than two (2) inches in height:

This property is being considered for a special use permit by the Planning Commission for (type or Use) use. Written objections must be filed with the above Commission by (Date).

Said sign shall remain on the property until final disposition of the application.

2. Additional requirements. The Planning Commission shall approve or disapprove a special use in accordance with the requirements deemed reasonable and necessary. **Standards for Issuance of a Special Use Permit shall include, but not be limited to, the following:**

a. The location and size of the proposed use in relation to the site and to adjacent sites and uses of property, and the nature and intensity of operations proposed thereon.

b. Accessibility of the property to police, fire, refuse collection and other municipal services; adequacy of ingress and egress to and within the site; traffic flow and control; and the adequacy of off-street parking and loading areas.

c. Utilities and services, including water, sewer, drainage, gas, and electricity, with particular reference to location, availability, capacity and compatibility.

d. The location, nature, and height of structures, walls, fences, and other improvements; their relation to adjacent property and uses; and the need for buffering or screening.

e. The adequacy of required yard and open space requirements and sign provisions.

f. The general compatibility with adjacent properties, other properties in the district, and the general safety, health, comfort and general welfare of the community.

In granting a special use, the City may impose such conditions, safeguards and restrictions upon the premises to reduce or minimize any potential injurious effect of such special uses upon other property in the neighborhood, and to carry out the general purpose and intent of these regulations.

3. Processing of application. On receipt of an application for a conditional use, the Zoning Official shall forward copies of the application and accompanying information to affected public or governmental agencies and the Planning Commission. The Planning Commission shall request and consider reports from such public or governmental agencies before determination. Within sixty (60) days after the receipt of the application, the Planning Commission shall submit a report and determination to the City Council, which shall include a finding that the use will or will not:

- a. Serve the convenience and general welfare of the public.
- b. Serve the neighborhood in some degree.
- c. Protect the neighborhood interest.
- d. Alter the character or nature of the development of the neighborhood.
- e. Be in basic harmony with the various elements and objectives of the master plan.
- f. Comply with the requirements established for that conditional use.

4. Determination. The Planning Commission shall forward the report and recommendation to the City Council.

The Planning Commission shall recommend a time limitation on the conditional use permit.

**A. Sunset:** A special use permit shall expire, upon public hearing, unless a building permit is taken within 12 months to effectuate such specially permitted use; or if no building permit is required, evidence of use is filed with building inspector.

**B. Abandonment:** Once a specially permitted use ceases or is abandoned for a period of more than 12 months, the special use permit shall expire upon public hearing; except that the special use permit for an auto salvage yard shall automatically expire if the state license for operating the auto salvage yard lapses for a period of time more than six months.

**C. Home Occupation:** A special use permit for a home occupation shall not be transferable to a new owner of the real estate.

**D. Expiration as a condition of the Permit:** A special use permit shall expire on the date specifically stated in the conditions listed on each permit.

Said conditional use permit shall be renewable at the discretion of the Planning Commission and the City Council.

Any landowner has the right to request a conditional use. All approved conditional uses are subject to the express limitations and requirements established in these zoning regulations. Any lessening or subverting of those limitations and requirements constitutes a variance and must be treated accordingly. (Ord. No. 85-1897 App. B §V, 11-11-85; Ord. No. 95-2192 §I, 6-13-95; Ord. No. 97-2286 §1, 8-26-97; Ord. No. 2000-2436 §I, 6-27-00; Ord. No. 2007-2773 §1, 10-23-07)

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Discussion on definition of personal services in regards to the Home Occupation Ordinance.

**AGENDA NO. V (D)      NEW BUSINESS**

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**AGENDA DESCRIPTION**

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Discussion on definition of personal services in regards to the Home Occupation Ordinance. Make recommendation to City Council.

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**Notes:**

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Public Comment/Discussion

**AGENDA NO. VI**

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**AGENDA DESCRIPTION**

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Public Comment/Discussion

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**Notes:**

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Staff Report

**AGENDA NO.** VII

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**AGENDA DESCRIPTION**

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Staff Report

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**Notes:**

**AURORA PLANNING AND ZONING COMMISSION  
COMMUNICATION**

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**DATE:** June 17, 2014

**SUBJECT:** Adjournment

**AGENDA NO. VIII**

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**AGENDA DESCRIPTION**

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Adjournment

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**Notes:**