



**CITY OF JACKSON**  
**MAYOR & BOARD OF ALDERMEN STUDY SESSION**  
**Monday, June 20, 2022 at 6:15 PM**  
**Board Chambers, City Hall, 101 Court St.**

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**AGENDA**

**DISCUSSION ITEMS**

1. Update on the Wastewater Bond Issue Education & Outreach Strategy
- [2.](#) June 8 Planning & Zoning Commission packet
- [3.](#) June 13 Park Board packet
- [4.](#) West Mary Street Bridge and Sidewalk Improvements Project – bid tabulation
- [5.](#) Asphalt Pavement Improvement Program - bid tabulation
- [6.](#) Roundabout Project at North High Street and Deerwood Drive - request for qualifications
- [7.](#) Amendment to Task Order No. 5 for the MS4 Program Support – engineering services proposal
8. Public hearing procedure
9. Fire Department Facilities Evaluation
10. Previously tabled items
11. Additional items (unspecified)

Posted on 06/17/2022 at 04:00 PM.

# ***PLANNING & ZONING COMMISSION***



## **June, 2022 Report**

SUBMITTED BY: Janet Sanders, Building & Planning Manager

DATE: June 9, 2022

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The following action was taken at the June 8, 2022, Planning & Zoning meeting:

- A public hearing was held regarding a request for a Special Use Permit for a community unit plan for a high-density mixed residential development in a C-2 General Commercial District at 957 W. Independence Street.
- A request for a Special Use Permit for a community unit plan for a high-density mixed residential development in a C-2 General Commercial District at 957 W. Independence Street was recommended for approval with special conditions including one added by P&Z restricting exterior lighting.
- A minor subdivision plat of Magnolia Meadows Subdivision is recommended for approval.
- A minor subdivision plat of a Resubdivision of Lots 28 & 30 of Deerwood Subdivision is recommended for approval.
- A preliminary plat of Savers Farm Subdivision Phase 8 is recommended for approval (remaining phases of this subdivision are in the county).

As always, if you have questions on any item, please contact me at 573-243-2300 or [jsanders@jacksonmo.org](mailto:jsanders@jacksonmo.org).

JOURNAL OF THE PLANNING & ZONING COMMISSION  
CITY OF JACKSON, MISSOURI  
WEDNESDAY, JUNE 8, 2022, 6:00 P.M.  
REGULAR MEETING  
CITY HALL COUNCIL ROOM, 101 COURT STREET, JACKSON, MISSOURI

The Planning and Zoning Commission met in regular session with Chairman Harry Dryer presiding. Also present were Commissioners Heather Harrison, Angelia Thomas, Michelle Doughten, and Eric Fraley. Absent were Tony Koeller, Tina Weber, Beth Emmendorfer, and Bill Fadler. Building & Planning Manager Janet Sanders was present as staff liaison. Assigned Alderman Joe Bob Baker was also present. Citizens present were Megan Andrews, Michelle Mangrum, Monett Kerr, Sharon Alpers, Greg Urhan (?), Greg Staggs, Chris Koehler, Melanie Balsman, and Dee Welker.

Chairman Dryer called the meeting to order, and Commissioner Harrison called roll.

### PUBLIC HEARING

Public hearing regarding a request for a )  
Special Use Permit for a community unit )  
plan for a high-density mixed residential )  
development in a C-2 General Commercial )  
District at 957 West Independence Street )  
submitted by Brennon Todt )

Chairman Dryer explained the procedure for public hearings. He then opened the hearing and asked for a staff report. Mrs. Sanders read a report detailing the dates of application and notifications.

Mr. Chris Koehler (Koehler Engineering) of 649 Mesa Lane, Jackson, was sworn in. He said he was representing the property owner. This location is south of [West] Independence Street and behind a row of lots on [North] Farmington. It has historically been a mobile home park. The new owner is cleaning it up and wants to build small economical homes and/or apartments. They are larger than tiny homes but are small footprint homes. They have presented three concepts working within the density requirements.

Dee Welker of South Hope Street came forward and was sworn in. He said he owns property on [North] Farmington. He was once interested in buying this property and wanted to do the same thing with it. He is both in favor and in opposition. Chairman Dryer asked him to speak in favor and then speak later in opposition. Mr. Welker said these owners have done a fantastic job. There is no longer trash outside the trailers. He is in favor of the small houses.

Michelle Mangrum of 832 Strawberry Lane came forward and was sworn in. She was also in favor and in opposition. She and her sister consider themselves the matriarchs of Strawberry Lane, being the last of the original property owners who lived there when the streets were still gravel and the trailer park was still decent. She said she likes everything that has been done with it so far.

Finding no others to speak in favor, Chairman Dryer asked for those wishing to speak in opposition. Mr. Welker came forward again and presented a large map of the location. He said he used to mow lots for a lot of houses. He has gradually bought most of the houses he used to mow. He said he has seen

the three proposals. He pointed out on the map that an asphalt lane used for access to some trailers is mostly off the trailer court property onto his and other adjacent properties. He said Mr. Barks used to own everything and when he sold off lots, the lots went onto the blacktop. The owners use the blacktop lane to get to their storage area. He has tried placing No Trespassing signs and timbers, which all disappear. He tried parking his backhoe there and twice someone got in it and moved it. Workers in the park have placed tons of stone on the asphalt on his property and it is now sinking. He has given some permission to use it to access certain things. He said the problem is there are two trailers 15' from the property line. Two to three years ago he got a permit for a fence. Then the trailer where Mr. Crites used to live was removed and he didn't need the fence. He said he has talked to everyone he found there working about the property line. The first time he met Mrs. Balsman, the police had been called about brush on his property. He said someone claimed he placed brush to block a resident in. He did not. He said there is a sewer easement just inside the property line. He has talked to the sewer department about it and is going to put a gate that they will have a key to. He said there is only 10' of space to drive on beside the 5' porches on the trailers. There is nowhere for these people to turn around without being on other properties.

Commissioner Harrison said she does not see these trailers on the three proposals. Mr. Welker said they are not, but they may start their development on the other side of the property and he will still have this problem.

Michelle Mangrum came forward again, this time in opposition. She said she has been there fifty years. They are the 4<sup>th</sup> lot down the street and lots 5, 6, and 7 are directly behind her. She said everything they have done is wonderful and they finally do not hear constant construction noise. She said within the last 5-6 years there was a fire in her backyard that was thought to have been started by a child 9-12 years old with a gas can. She said she was not home and was called about the fire on her property. She was told the child ran away. They have not had other issues from kids. Previously in the past there were drug dealers and police sirens at all times of day and night. They have no more of those issues since the 'riff-raff' is gone. She said all back yards on Strawberry have a fence except theirs. They have a natural boundary of bamboo which blocks their view of the trailer court except in winter. She said there are apartments on all sides of the Casey's [General Store]. Traffic backs up from the Middle School past Strawberry Lane mornings and afternoons. Even turning right onto Independence is difficult. The walking trail is heavily used, and a lot of people cross the street to Casey's, but there is no crosswalk. She said this would increase the number of units from 61 to 96. How many more cars will that cause? She is surprised no one has been injured. There have been fender benders. She said on proposal C-1 one of the apartment buildings would be close to their house and lighting would be an issue. Windows on the second story could allow people to see into yards. Car lights shine through, and Casey's has bright lights. She and her sister do not want a two-story apartment building in the southwest corner. They are both against option C-2 and would prefer C-3. Single story apartments would be more agreeable. Their concerns are lighting, noise, trash, & traffic. She said their neighbor, Mr. Shrimplin had also submitted something to the Commission. Chairman Dryer said they have a copy.

Finding no others to speak in opposition, Chairman Dryer asked Mr. Koehler if he would like to rebut. Mr. Koehler came forward. He said Mrs. Balsman is the owner's mother and may have more detailed information than he has, and he may need to defer to her. Mr. Koehler said the developer would be amenable to lighting restrictions such as one foot-candle of light. The City of Cape has these restrictions. They need some lighting so it will be a safe neighborhood. This is a work in progress. He said in response to the trash concern, there will be regular trash service and the owner will have covenants. Regarding the traffic, he referenced an industry standard of two trips per day per unit. There is already a traffic problem, and their 96 units will have a minimal impact. Mr. Koehler said financial



viability is also a concern. There is a lot of investment that goes into the project and the owner wants to keep his options open. Apartments can attract another market segment. Mr. Koehler said the road (lane) was created by Mr. Barks and he does not think anyone can shut it. They do not intend to use it in their new plan. The owner also does not want to be heavy handed and evict existing tenants but may offer them a better alternative. They plan to develop in chunks as areas become vacant. He said the owner is not present because he is on an extended mission trip.

Chairman Dryer then closed the hearing.

## OLD BUSINESS

Request for a Special Use Permit for a )  
 community unit plan for a high-density )  
 mixed residential development in a C-2 )  
 General Commercial District at 957 West )  
 Independence Street submitted by )  
 Brennon Todt )

Chairman Dryer opened the item for discussion. Commissioner Harrison asked if a special condition can be added for the lighting. Mrs. Sanders said it can and said that any Commissioner making a motion can include the condition.

Chairman Dryer recognized Melanie Balsman. She said since they bought the property they have learned about the easement. They will not encroach on Mr. Welker's property and new tenants have been told where to stay away from. However, they are looking into whether this access is grandfathered. She said it is a strange property line and the road is more on his side than theirs. They like to get along with the neighbors and will do their due diligence. She said she is aware of lighting issues. She lives on Independence and the storage units' lights across the street are very bright. Headlights from cars leaving Casey's shine into her living room window. She said speeders and very loud mufflers are also an issue.

Commissioner Doughten made a motion to approve the request with the added lighting condition. The motion was seconded by Commissioner Harrison and was unanimously approved.

Vote: 5 ayes, 0 nays, 0 abstentions, 4 absent

## NEW BUSINESS

Request for approval of a minor subdivision )  
 plat of Magnolia Meadow Subdivision )  
 submitted by Terry R. Seabaugh and Traci )  
 L. Foltz )

Chairman Dryer asked for a staff report. Mrs. Sanders reported this property is in front of the Jackson Football park, and the subdivision is to divide the house from the remainder of the property. Both lots meet the minimum size and frontage requirements.

Chairman Dryer asked if the applicant was present. No applicant was present. He opened the item for Commission discussion. Finding none, he asked if Mrs. Sanders has any issues with the subdivision. She did not. Chairman Dryer then called for a motion.

Commissioner Fraley made a motion to approve the request. The motion was seconded by Commissioner Harrison and was unanimously approved.

Vote: 5 ayes, 0 nays, 0 abstentions, 4 absent

Request for approval of a minor subdivision )  
 plat of a Resubdivision of Lots 28 & 30 of )  
 Deerwood Subdivision submitted by )  
 Gregory M. & Alison R. Staggs )

Commissioner Dryer asked for a staff report. Mrs. Sanders reported this is the combination of two existing lots. The owner has obtained a variance for a garage but must also combine the lots because an accessory building cannot be on a separate lot.

Chairman Dryer asked the applicant to come forward. Greg Staggs came forward and said he wants to build a garage to keep his ski boat. It is currently kept outside, and vandalism has become a problem.

Chairman Dryer opened the item for discussion. Finding none, he called for a motion.

Commissioner Fraley made a motion to approve the request. The motion was seconded by Commissioner Thomas and was unanimously approved.

Vote: 5 ayes, 0 nays, 0 abstentions, 4 absent

Request for approval of a preliminary )  
 subdivision plat of Savers Farm )  
 Subdivision Phase 8 submitted by Cape )  
 Land & Development, LLC )

Commissioner Dryer asked for a staff report. Mrs. Sanders reported this is a tract in the city that was formerly considered landlocked. The development of Bent Creek Subdivision many years ago did not provide for any connection to adjacent property. A couple of years ago the Board of Aldermen changed the code to allow development to be accessed by something other than a city street, which made it possible for this tract to develop. The access will be through Savers Farm Subdivision, the rest of which is in the county. She said it will have privately maintained streets and private sewer because there is no city sewer near the property. Electric will be Ameren since the city has no way to serve this property. The water will be city water. The city must have control of the water to maintain the Fire Department's ISO rating.

Megan Andrews of the Layton and Southard law firm came forward representing the developer. She said this was formerly the Drum family farm, part of which was in the city and part in the county. They want to develop the part in the city. She said until 2019 the city part could not be developed. There were multiple meetings with the city resulting in a code change to allow access via a publicly dedicated

roadway. The subdivision homeowners' association will maintain the streets. This is a 40-lot subdivision. The only access to electric is to Ameren and they will have private sewer. The developer has obtained easements to get city water to this subdivision. She said the code change was because of this property, and there was a concern that it would cause others to do the same. She said it was found that most other parcels had other access. The new code Section was 57-6.5, added in 2019. There are nine phases of Savers Farm Subdivision. She said annexation of the remainder of Savers Farm was considered and Mrs. Sanders sent letters to many properties but there was not enough interest from the residents in annexation.

Commissioner Doughten asked if the streets would maintained by an HOA fee. Ms. Andrews said streets and also street lighting will be included. She said someone has bought the remaining Litz property and access to water was obtained through that.

Commissioner Harrison confirmed with Ms. Andrews that there is one HOA for Savers Farm Subdivision, not one per phase.

Chairman Dryer asked if there is an issue with 40 lots. Mrs. Sanders replied that the city has a policy that over 40 lots requires a second entrance. It is not a code but a policy. In this case, there is no city control over the other lots in the subdivision and there are only 40 lots in the city.

Commissioner Harrison made a motion to approve the plat, seconded by Commissioner Fraley and unanimously approved.

Vote: 5 ayes, 0 nays, 0 abstentions, 4 absent

Consider a motion to add items to the )  
agenda )

Mrs. Sanders reported the Board has accepted the recommendations of the Comprehensive Plan Committee and Planning and Zoning Commission to select Houseal Lavigne Associates of Chicago, Illinois to prepare a new Comprehensive Plan. This is the same firm that prepared the last comprehensive plan. A contract will be formally approved by the Board of Aldermen later this month or early next month and then the project will begin. There will be a large push to get input from citizens, businesses, and various city boards.

Adjournment )

Commissioner Harrison made a motion to adjourn, seconded by Commissioner Doughten and unanimously approved.

Respectfully submitted,

Heather Harrison  
Acting Planning and Zoning Commission Secretary

Attest:

Janet Sanders  
Building & Planning Manager

*NOTE: ACTION (IF ANY) ON LAND EXCHANGE CERTIFICATIONS, COMPREHENSIVE PLAN, AND MAJOR STREET PLAN IS FINAL APPROVAL; ALL OTHER ACTION TAKEN BY THE PLANNING AND ZONING COMMISSION SERVES AS A RECOMMENDATION TO THE BOARD OF ALDERMEN AND NOT AS FINAL APPROVAL OF THE ITEMS CONSIDERED AT THIS MEETING.*



# CITY OF JACKSON

## PLANNING & ZONING COMMISSION MEETING AGENDA

Wednesday, June 08, 2022 at 6:00 PM

City Hall, 101 Court Street, Jackson, Missouri

Bill Fadler  
Tony Koeller  
Michelle Doughten  
Tina Weber

**Harry Dryer, Chairman**  
Joe Baker, Alderman Assigned  
Mike Seabaugh, Alderman Assigned  
Janet Sanders, Staff Liaison

Angelia Thomas  
Heather Harrison  
Beth Emmendorfer  
Eric Fraley

### CALL TO ORDER

### ROLL CALL

### APPROVAL OF MINUTES

1. Approval of minutes of May 11, 2022 meeting.

### PUBLIC HEARINGS

2. Public Hearing Regarding a Request for a Special Use Permit for a High-Density Mixed Residential Development in a C-2 General Commercial District at 957 West Independence Street submitted by Brennon Todt.

### OLD BUSINESS

3. Request for a Special Use Permit for a High-Density Mixed Residential Development in a C-2 General Commercial District at 957 West Independence Street submitted by Brennon Todt.

### NEW BUSINESS

4. Request for approval of a minor subdivision plat of Magnolia Meadows Subdivision submitted by Terry R. Seabaugh and Traci L. Foltz.
5. Request for approval of a minor subdivision plat of a Resubdivision of Lots 28 & 30 of Deerwood Subdivision submitted by Gregory M. & Alison R. Staggs.
6. Request for approval of a preliminary plat of Savers Farm Subdivision Phase 8 submitted by Cape Land & Development, LLC.

### CONSIDER A MOTION TO ADD ITEMS TO THE AGENDA

### ADJOURNMENT

This agenda was posted at City Hall on June 2, 2022 at 2:00 PM.

PLEASE OBSERVE SOCIAL DISTANCING WHEN ATTENDING THIS MEETING.

JOURNAL OF THE PLANNING & ZONING COMMISSION  
CITY OF JACKSON, MISSOURI  
WEDNESDAY, MAY 11, 2022, 6:00 P.M.  
REGULAR MEETING  
CITY HALL COUNCIL ROOM, 101 COURT STREET, JACKSON, MISSOURI

The Planning and Zoning Commission met in regular session. With no chairman due to Mike Seabaugh's election to Board of Aldermen, Secretary Tony Koeller opened the meeting. Present were Commissioners Heather Harrison, Angelia Thomas, Tony Koeller, Beth Emmendorfer, Eric Fraley and Bill Fadler present. Absent were Tina Weber and Michelle Doughten. Building & Planning Manager Janet Sanders was present as staff liaison. Assigned Aldermen Joe Bob Baker and Mike Seabaugh were also present. Citizens present were Chris Koehler, Melanie Balsman, Harold Brown, and Bob Lichtenegger.

#### ELECTION OF CHAIRMAN AND SECRETARY

Tony Koeller made a motion nominating Harry Dryer as chairman for the 2022-23 year. The motion was seconded by Bill Fadler and was unanimously approved.

Harry Dryer made a motion nominating Tony Koeller as secretary for the 2022-23 year. The motion was seconded by Bill Fadler and was also unanimously approved.

Newly elected Chairman Dryer chaired the remainder of the meeting.

Approval of the April 13, 2022 )  
regular meeting minutes )

Minutes of the previous meeting were unanimously approved on a motion by Commissioner Koeller seconded by Commissioner Harrison.

#### PUBLIC HEARING

Public hearing regarding a request for a )  
Special Use Permit for oversized signs for )  
two 75 ft. attached signs in a C-2 General )  
Commercial District at 2502 East Jackson )  
Boulevard submitted by ALDI, Inc. )

Chairman Dryer opened the hearing and explained the procedure for public hearings. Mrs. Sanders read a report detailing the dates of application and notifications.

The applicant was not present. Mrs. Sanders explained they are out of state. Their intent is to use the standard square ALDI logo sign which will be located on two sides of a tower-like portion of the building.

Commissioner Fadler asked for clarification about the driveway entrances. It was pointed out that there will be two entrances from the highway. One is shared with Alliance Bank.

Chairman Dryer asked if anyone was present to speak in favor or in opposition. Finding none, he closed the hearing.

## OLD BUSINESS

Request for a Special Use Permit for oversized signs in a C-2 General Commercial District for two 75 square foot attached signs at 2502 East Jackson Boulevard submitted by ALDI, Inc. )

Finding no further discussion, Chairman Dryer called for a motion. Commissioner Emmendorfer made a motion to approve the request. The motion was seconded by Commissioner Koeller and was unanimously approved.

Vote: 7 ayes, 0 nays, 0 abstentions, 2 absent

Request for approval of a preliminary Subdivision plat of East Main Crossroads Commercial Subdivision submitted by Michael K. and Linda J. Haynes )

Mrs. Sanders asked that the Commission make a motion, second, and vote to bring this item from the table since it was tabled at the last meeting. Commissioner Koeller made a motion to bring it from the table. Commissioner Fadler seconded the motion and it was unanimously approved. Mrs. Sanders said since it was now on the table, an action needed to be taken. She recommended formally accepting the withdrawal. Commissioner Harrison made a motion to accept the withdrawal, seconded by Commissioner Emmendorfer and unanimously approved.

## NEW BUSINESS

Request for a Special Use Permit for a community unit plan for a high-density mixed residential development in a C-2 General Commercial District at 957 West Independence Street submitted by Brennon Todt )

Mrs. Sanders reported this is a plan to transition the Independence Park mobile home park over time from mobile homes to some mixture of small-footprint homes, apartments, and mobile homes, or to eventually eliminate all the mobile homes. She said the provided drawings are optional concepts and are not definite layouts. None of the proposed layouts exceed the density allowed in a community unit plan. She said staff recommends a number of special conditions be added if the permit is approved. The Commission, and later the Board, can add, delete, or modify these recommended conditions.

Mr. Chris Koehler came forward representing the property owner and stated this is an under-utilized property the owner would like to redevelop over time. It would include small fixed homes on

foundations which are larger than ‘tiny homes’. This would be better for the city and better use of the property.

Mrs. Sanders was asked if these buildings would require permits. She said all would require building permits and must meet the building code.

Commissioner Fraley asked about the proposed time frame. Mr. Koehler responded that mobile homes would be replaced as they leave, but the owner would like to start in 6-12 months to test the market.

Commissioner Koeller asked if the result could be a mixture of apartments, small homes, and mobile homes, and Mr. Koehler said it could.

Mr. Koehler was asked if this development would be continued to the land behind [south]. He said the property owner does not own that land.

Commissioner Fadler asked about the entrances, and it was clarified that there will still be two entrances from West Independence Street.

Commissioner Koeller made a motion to set a public hearing for the next meeting. The motion was seconded by Commissioner Fraley and was unanimously approved.

Vote (to hold public hearing): 7 ayes, 0 nays, 0 abstentions, 2 absent

Request for a Land Exchange Certification )  
for transfer of 0.026 acres of property )  
from 702 Corrine Street to 630 Corrine )  
Street submitted by Harold C. & Susan J. )  
Brown )

Mrs. Sanders reported this is transfer of a sliver of property to straighten the line between two lots.

Mr. Harold Brown came forward and said the current property lines are at an angle and the line between these properties is right at the corner of his house. It is also a hill that belonged to his neighbor, but he was always the one who mowed it. The neighbor offered the property to him in the past but he never accepted. Now the neighbor is deceased, and he purchased the house. This will straighten the line between the two homes. He has a buyer for the house who is aware of this change and agreeable to either lot line location.

Commissioner Koeller made a motion to approve the request. The motion was seconded by Commissioner Harrison and was unanimously approved.

Vote: 7 ayes, 0 nays, 0 abstentions, 2 absent

Request for approval of a preliminary )  
Plat of Jackson North Industrial Park )  
Second Subdivision )



Mrs. Sanders reported this subdivision plat has also been withdrawn by the applicant. A copy of the email from the applicant requesting withdrawal was provided to the Commission. Commissioner Koeller made a motion to accept this withdrawal, seconded by Commissioner Emmendorfer and unanimously approved.

Consider a motion to add items to the )  
agenda )

## EXECUTIVE SESSION

A motion to adjourn to executive session was made by Commissioner Emmendorfer, seconded by Commissioner Fadler and unanimously approved.

Executive Session: Contract Item Discussion

Adjournment )

Commissioner Koeller made a motion to adjourn, seconded by Commissioner Fraley and unanimously approved.

Respectfully submitted,

Tony Koeller  
Planning and Zoning Commission Secretary

Attest:

Janet Sanders  
Building & Planning Manager

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## Staff Report

**ACTION ITEM:** Request for a Special Use Permit for a community unit plan for a multi-use residential development in a C-2 General Commercial District at 957 W. Independence Street

**APPLICANT:** Brennon Todt

**APPLICANT STATUS:** Property owner

**PURPOSE:** To transition from a mobile home park to an undetermined mixture of mobile homes, tiny homes, and/or apartment buildings, increasing the number of rentable residential units

**SIZE:** 6.35 acres

**PRESENT USES:** Mobile home park, partially conforming under current mobile home park setbacks and partially non-conforming (grandfathered) under former mobile home setbacks.

**PROPOSED USE:** Mixed residential use development with options for mobile homes, small single-family homes based on the footprint of a mobile home, and multiple 8-unit apartment buildings.

**SURROUNDING LAND USE:** North – C-2 General Commercial; South – R-2 Single Family Residential; East – R-2 Single Family Residential; West – R-2 Single Family Residential

**HISTORY:** This property was formerly Barks Mobile Home Park, established in the 1960s with 58-61 mobile home spaces. It was purchased by Balsman Enterprises, LLC from heirs of Wendell Barks in 2010. In 2019, it became the property of Brennon Todt. About that time, it was renamed Independence Park and the property owner began renovating the existing mobile homes. A copy of the former Barks Mobile Home Park lot layout is included in this packet.

In 2004, the City enacted a new Mobile Home Park section (Sec. 65-61-of the zoning code which increased the required setbacks for front yards, side yards, and rear yards and access frontage of each mobile home and reduced the allowable density of mobile home stands to 8 per acre. The new front, rear, and side setbacks were enforced whenever an existing home was removed, resulting in less overall density and existing pads on which another mobile home could not be placed.

Current setbacks for mobile homes:

Front yard setback (main entrance side of mobile home): 15'

Side yard setback: 8'

Rear yard setback: (opposite side of main entrance): 12'

Height: no greater than 1 story

Minimum frontage on access street in mobile home park: 45'

Maximum average density: 8 mobile home lots per acre

**TRANSPORTATION AND PARKING:** The internal circular roadway in this park is partially public and partially private. The east roadway from Independence Street to the south end of the

property is a 40' public street right-of-way of Barks Street (street probably not centered in right-of-way). The western entrance drive and rear drive are private access drives without right-of-way or known easement.

**APPLICABLE REGULATIONS:** Zoning Code (Chapter 65)

**2009 COMPREHENSIVE PLAN:** Multi-family residential use

**FLOODPLAIN INFORMATION:** A portion of this property along the western property line (located along Rocky Branch creek) is located in a floodplain and floodway as determined by the currently effective FEMA panel 29031C1043E dated 9/29/11. FEMA allows an exception reducing the elevation requirement for new or replacement mobile homes in existing mobile home parks without previous flood damage. Replacement of the mobile home park designation with a community unit plan special use permit would eliminate this exception and require all new dwellings and accessory buildings to be elevated at least 1' above the base flood elevation in a floodplain. Any encroachment into the floodway would require submission of a No-Rise Certificate and its supporting documentation from an engineer.

**PHYSICAL CHARACTERISTICS:** The property currently has one double-wide mobile home used as a home and management office with a large garage/shop. There are currently approximately 39 single-wide mobile homes with off-street parking space for 1-2 cars at each mobile home.

**COMMENTS:** See attached code section Chapter 65, Article II for mobile home park regulations. See also attached code Section 65-25 for community unit plans.

The regulations for community unit plans include a requirement that the total density not exceed the density of residential uses allowed in this C-2 zoning district which are the following:

Detached single-family dwellings: 5,000 sq. ft. per unit

Attached single-family dwellings: 5,000 sq. ft. per unit for end units and 2,000 sq. ft. for interior units.

Multiple-family dwellings: 2,500 sq. ft. per ground floor unit and 1,750 sq. ft. for each unit above the first floor.

All buildings shall not cover more than 40% of the total lot.

Based on the submitted optional site layouts the following densities are shown:

NOTE: 6.35 acres = 276,606 sq. ft.

Option C-3.0 (all mobile homes and/or tiny homes):

Detached single family dwellings (total for all 46 proposed dwellings: 46 dwellings x 5,000 sq. ft. = 230,000 sq. ft. of required lot size.

Option C-2.0 (mixture of mobile homes / tiny homes / 8-unit multi-family buildings): varies

Option C-1.0 (all 8-unit multi-family buildings): 12 8-unit multi-family buildings x 17,000 sq. ft. = 204,000 sq. ft. plus 1 single family dwelling x 5,000 sq. ft. = 209,000 sq. ft. total.

**ACTION REQUIRED:** The Commission shall vote to recommend approval or denial of part or all of this request. Special conditions can also be recommended to a special use permit as felt necessary.

City staff recommends the attached special conditions be applied. These conditions have currently been submitted to the city attorney for review.

Due to the surrounding single-family zoning, a public hearing at the P&Z level is recommended.

## PROPOSED COMMUNITY UNIT PLAN FOR 957 W. INDEPENDENCE ST.

### STAFF RECOMMENDED SPECIAL CONDITIONS:

The Commission and Board of Aldermen may choose to add, remove, or alter recommended conditions during the review of this application. Special conditions become part of the approving ordinance (if application is approved), and apply to this property throughout the special use permit. To make any future changes to these conditions, the entire special use permit process must be completed and approved with any revisions.

1. The community unit plan shall conform with Section 65-25 Community unit plan regulations.
2. The community unit plan shall remain under one ownership and no individual dwelling, collection of dwellings, dwelling lot(s) or space, or other portion of the parent property shall be sold or otherwise transferred without including the entire property included in this special use permit.
3. The optional layouts provided as part of this application are conceptual and not regulatory. Other layouts and combinations of mobile homes, single-family, attached-single-family, and multi-family dwellings which conform with Section 65-25 and the special conditions of this permit are allowed.
4. Mobile homes in this community unit plan shall be allowed to be owner-occupied or shall be rental mobile homes owned only by the holder of the special use permit.
5. Approval of this special use permit will remove the classification of this property as a Mobile Home Park and replace it with Community Unit Plan.
6. All buildings within this community unit plan shall be limited to two stories with a maximum total height of 35'.
7. All construction related to single-family homes, multi-family dwellings, mobile homes, accessory structures, and alteration to any of these shall be constructed in conformance with the city building code effective at the time of their construction.
8. All new mobile homes shall be compliant with the requirements for new installations as regulated by the Missouri Public Service Commission.
9. All newly installed older mobile homes shall have their original HUD sticker and shall be installed in accordance with all codes of the City of Jackson for mobile home installation, except as varied by this special use permit.
10. The property owner shall have permanent markers for all property corners and for the Barks Street right-of-way found or re-established by a surveyor.
11. All utility upgrades required to service this development shall be the responsibility of the property owner and shall conform with all city requirements and approvals for multi-family utility installations.
12. The following building setbacks shall be maintained:

- a. Building street / access road setbacks:
    - i. All building setbacks herein shall exclude the tongue of a mobile home.
    - ii. All building setbacks herein shall include porches, decks, and other extensions, enclosed or unenclosed.
    - iii. Multi-family buildings with front parking:
      - 1. Barks Street public street right-of-way: 20' from property line
      - 2. Private access streets: 20' from edge of private street
    - iv. Single-family dwellings with offset parking:
      - 1. Barks Street public street right-of-way: 16' from property line
      - 2. Private access streets: 16' from edge of private street
  - b. Minimum setback between buildings: 16'.
  - c. Minimum setback to exterior property lines: 20'
  - d. Exceptions:
    - i. Existing mobile homes which do not meet these setbacks shall be allowed to remain. When replaced with another mobile home or other type of dwelling, the above setbacks shall apply.
    - ii. No other setback exceptions established by the zoning code do not apply.
13. No portable or permanent structures shall be installed or maintained within the public Barks Street right-of-way.
14. All units other than the management office shall be used only for single family or multi-family residential dwellings and the following home occupations which comply with the definition of home occupations:
- a. Dressmaking or tailoring.
  - b. Home crafts, provided that no machinery or equipment is used other than that customarily used for household purposes.
  - c. Teaching, not including music instruction, limited to not more than two (2) pupils at a time.
  - d. Telephone, computer, or Internet occupations which comply with the zoning code definition of a home occupation.
  - e. Supporting office operations for a business conducted at other locations when the office operations comply with the zoning code definition of a home occupation.
  - f. Other home occupations which comply with the general requirements for a home occupation but are not within the listed allowable home occupations of the City of Jackson zoning code, with a special use permit only.
15. No construction, fill, grading, structure installation, or other work shall encroach into the floodplain or floodway shown on the currently effective FEMA map without issuance of a floodplain development permit.
16. Number of off-street parking spaces for each building shall conform with the zoning code requirement for minimum parking spaces effective at the time of the building's construction.
17. Off-street parking layout shall conform with the parking requirements of Chapter 65, with the following exception(s):

- a. Parking for any multiple-family dwelling units located along Barks Street public street right-of-way shall not be required to be set back 10' from the street right-of-way.
- 18. Installed shipping containers used for long-term storage shall require a separate special use permit in accordance with the city's zoning code.
- 19. All codes of the City of Jackson shall apply, except as varied by this special use permit.

May 31, 2022

Janet Sanders, Building & Planning Manager  
City of Jackson  
101 Court St.  
Jackson, MO 63755

Re: Special Use Permit Request for 957 West Independence Street

Dear Janet:

Thank you for the opportunity to review and comment on the above request. It is my understanding that Mr. Todt is requesting approval of a community unit plan to allow additional mobile homes, tiny homes, and/or multi-family buildings on the site of the existing mobile home park at 957 West Independence Street. In reviewing the application, I offer the following comments for consideration:

While Mr. Todt has submitted three options, it stands to reason that the City's review should focus on the most intensive option. Option C-1.0 shows 96 units, which is 35 more than what was established for the original mobile home park (a 57% increase). This equates to a density of just over 15 units per acre. There are no proposed access changes, so all of the traffic entering and exiting the development will be via West Independence Street/Missouri State Highway D. As you know, this street becomes congested in the mornings and afternoons on school days. The change in housing type plus the unit increase suggests additional school traffic. It also suggests additional pedestrian trips across Independence to the Casey's store (very common; I see it every day). There is no crossing at the West Independence Street-North Farmington Road intersection to allow pedestrians to safely cross from the south side to the north side and vice versa. I have brought this to the attention of the Southeast Metropolitan Planning Organization (SEMPO) as well as the Missouri Department of Transportation (MoDOT). SEMPO did include a north-south pedestrian crossing at this intersection in its request list to MoDOT, but I'm not sure MoDOT has made it a priority. I strongly encourage the City to consider applying for a TAP grant or Cost Share to install a crossing and add a sidewalk along the Casey's frontage. This is a safety issue, and it needs to be addressed whether Mr. Todt's project moves forward or not.

Regarding the layout in Option C-1.0, the multi-family building in the southwest corner appears to be very close to the creek. Consider its impact on the adjacent single-family residential properties to the west. This corner would change from a couple of one-story, small mobile homes to a two-story, large multi-family building that would likely sit at a higher elevation due to floodplain regulations. The creek and the vegetation along it provide a good buffer, but there is still potential for impacts (the residents already complain about noise coming from the mobile home park). No such buffer exists along the east property line. I do not know if the City Code requires a bufferyard, screening, or other mitigation measures where a multi-family use is established adjacent to single-family use. If no such measures are required by the Code, then the City should include such a requirement as a condition of approval.



None of the options contain information regarding utilities and stormwater management. I am assuming these items will be coordinated between Koehler Engineering and the City staff.

In closing, the proposed community unit plan could increase the number of units by as much as 57%. The impacts of this increase must be carefully considered. This includes the impact on traffic on West Independence Street, vehicular and pedestrian, and the impact of multi-family buildings adjacent to single-family homes.

I would like to thank the Board of Aldermen, the Planning and Zoning Commission, and the City staff for their consideration of these important issues.

Sincerely,

A handwritten signature in blue ink, appearing to read "R Shrimplin".

Ryan Shrimplin  
825 Strawberry Lane

**REZONING / SPECIAL USE PERMIT APPLICATION**

City of Jackson, Missouri

APPLICATION DATE: 4/26/2022TYPE OF APPLICATION: ☐ Rezoning ☒ Special Use Permit

PROPERTY ADDRESS (Other description of location if not addressed):

957 W. Independence St. Jackson, MO 63755**CURRENT PROPERTY OWNERS** (all legal property owners as listed on current deed, including trusts, LLCs, etc):Property Owner Name(s): Brennon TodtMailing Address: 2905 Valley Creek RdCity, State ZIP: Cape Girardeau MO 63701**PROPOSED PROPERTY OWNERS** (if property is to be transferred, name(s) in which property will be deeded):Proposed Property Owner(s): N/AMailing Address: N/ACity, State, ZIP: N/A**CONTACT PERSON HANDLING APPLICATION:**Contact Name: Brennon TodtMailing Address: 2905 Valley Creek RdCity, State ZIP: Cape Girardeau MO 63701Contact's Phone: 573-382-9636Email Address (if used): brennon.doran@gmail.com**CURRENT ZONING:** (check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> R-1 (Single-Family Residential)       | <input type="checkbox"/> C-1 (Local Commercial)              |
| <input type="checkbox"/> R-2 (Single-Family Residential)       | <input checked="" type="checkbox"/> C-2 (General Commercial) |
| <input type="checkbox"/> R-3 (One- And Two-Family Residential) | <input type="checkbox"/> C-3 (Central Business)              |
| <input type="checkbox"/> R-4 (General Residential)             | <input checked="" type="checkbox"/> C-4 (Planned Commercial) |
| <input type="checkbox"/> MH-1 (Mobile Home Park)               | <input type="checkbox"/> I-1 (Light Industrial)              |
| <input type="checkbox"/> O-1 (Professional Office)             | <input type="checkbox"/> I-2 (Heavy Industrial)              |
| <input type="checkbox"/> CO-1 (Enhanced Commercial Overlay)    | <input type="checkbox"/> I-3 (Planned Industrial Park)       |

CURRENT USE OF PROPERTY: Mobile Home Park

## PROPOSED ZONING: (check all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> R-1 (Single-Family Residential)       | <input type="checkbox"/> C-1 (Local Commercial)              |
| <input type="checkbox"/> R-2 (Single-Family Residential)       | <input checked="" type="checkbox"/> C-2 (General Commercial) |
| <input type="checkbox"/> R-3 (One- And Two-Family Residential) | <input type="checkbox"/> C-3 (Central Business)              |
| <input type="checkbox"/> R-4 (General Residential)             | <input checked="" type="checkbox"/> C-4 (Planned Commercial) |
| <input type="checkbox"/> MH-1 (Mobile Home Park)               | <input type="checkbox"/> I-1 (Light Industrial)              |
| <input type="checkbox"/> O-1 (Professional Office)             | <input type="checkbox"/> I-2 (Heavy Industrial)              |
| <input type="checkbox"/> CO-1 (Enhanced Commercial Overlay)    | <input type="checkbox"/> I-3 (Planned Industrial Park)       |

PROPOSED USE OF PROPERTY: MIXED USE OF SMALL HOMES/ MULTI FAMILY/ MOBILE HOMELEGAL DESCRIPTION OF TRACT (attach a copy of the deed or other legal description): RECORDERS OFFICESee Attached

REASON FOR REQUEST: State the reason(s) why you believe the requested use will be beneficial to the neighborhood and the City of Jackson. Attach additional page(s) as needed.

The proposed changes will bring additional options for affordable living to Jackson. Located between the park and schools, this property is well positioned to accommodate more families that desire to move to Jackson. It will further beautify the area and bring income to the city as well. Your consideration is appreciated.

**DRAWINGS (FOR SPECIAL USE PERMITS ONLY):** If one or more buildings or other structures are to be added to the property for a special use permit, attach a scaled plat of the tract(s) showing the location of all buildings. If any buildings are to be less than the standard minimum setbacks, include these distances on the drawing. Any approved special use permit will be based on this building layout. Changes to the layout will require a new special use permit.

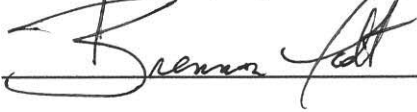
See attached.

**SURROUNDING PROPERTY OWNERS:** A map of the property location and a map and list of all owners of property within 185' of the property in question will be incorporated by the City as part of this application. The 185' distance is exclusive of right-of-ways. The City will prepare this map based on the most current tax information published by the Cape Girardeau County Assessor.

**OWNER SIGNATURES:**

Item 2.

I state upon my oath that all of the information contained in this application is true. *(Signatures of all persons listed on the current property deed and the authorized signer(s) for any owning corporation or trust.)*



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Please submit this application along with appropriate non-refundable application fee to:

Janet Sanders  
Building & Planning Manager  
City of Jackson  
101 Court Street  
Jackson, MO 63755

573-243-2300 ext.29 (ph)  
573-243-3322 (fax)  
[jsanders@jacksonmo.org](mailto:jsanders@jacksonmo.org)

**APPLICATION FEE: \$200.00**

---

ANDREW DAVID BLATTNER  
RECORDER OF DEEDS  
CAPE GIRARDEAU COUNTY, MO  
eRECORDED ON  
10/22/2019 08:30:42 AM  
REC FEE: 30.00  
PAGES: 3

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**WARRANTY DEED**

This Warranty Deed made and entered into this 21 day of October, 2019, by and between **BALSMAN ENTERPRISES LLC**, a Missouri Limited Liability Company, hereinafter referred to as **GRANTOR**, and **Brennon Todt d/b/a SEMO Cardinal Group**, of the County of Cape Girardeau, State of Missouri, hereinafter referred to as **GRANTEE**. The mailing address of the Grantee is:

2905 Valley Creek Road, Cape Girardeau, MO 63701

---

**WITNESSETH:** The Grantor, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable consideration paid to the Grantor, the receipt of which is hereby acknowledged, does by these presents Grant, Bargain, and Sell, Convey and Confirm unto the Grantee the following described lots, tracts or parcels of land lying, being and situated in the County of Cape Girardeau and State of Missouri, to-wit:

See attached Exhibit A

**TO HAVE AND TO HOLD** the premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining, unto the said Grantee and unto his heirs and assigns **FOREVER**, the said Grantor hereby covenanting that it is lawfully seized of an indefeasible estate in fee in the premises herein conveyed; that it has good right to convey the same; that the said premises are free and clear of any encumbrances done or suffered by it or those under whom it claimed title; and that it will warrant and defend the title to said premises unto the said Grantee, and unto his heirs and assigns forever, against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand the day and year first above written.

**GRANTOR:**

BALSMAN ENTERPRISES LLC, a Missouri Limited Liability Company

BY: Melanie Balsman  
Melanie Balsman, Member

STATE OF MISSOURI                     )  
  ) ss.  
COUNTY OF CAPE GIRARDEAU        )

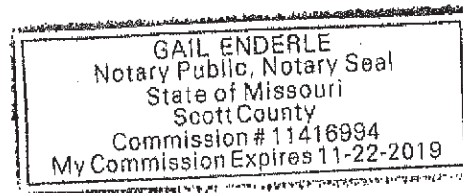
On this 21 day of October, 2019, before me personally appeared **Melanie Balsman** the Member of **BALSMAN ENTERPRISES LLC, a Missouri Limited Liability Company**, to me known to be the person described in and who executed the within Warranty Deed in behalf of said limited liability company and acknowledged to me that he or she executed the same for the purposes therein stated.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.

Gail Enderle

Notary Public

My commission expires:



1909062



## Exhibit "A"

That part of United States Private Survey No. 327, Township 31 North, Range 12 East, of the Fifth Principal Meridian, County of Cape Girardeau, State of Missouri being more particularly described as follows: Beginning at a corner on the South boundary line of Jackson and Farmington Road in a branch, from which the Southwest corner of the Pier of a bridge bears North 7 degrees West 33 links, run South 4 degrees East 8.50 chains an I.P. in the branch; thence South 86 ½ degrees East 8.78 chains to an I.P. in the Jackson and Farmington Road, from which an I.P. in the line 13 feet West; thence North 8 ½ degrees East 7.37 chains to the original corner (an iron pin); thence North 83 degrees West 10.68 chains with the South boundary line of said road to the beginning, containing 7.72 acres, more or less.

LESS AND EXCEPT Lots One (1), Two (2), Three (3), Four (4), Five (5) and Six (6) of Barks Subdivision in the City of Jackson, County of Cape Girardeau, State of Missouri, as shown by plat filed for record in Plat Book 11 at Page 25 in the land records of Cape Girardeau County, Missouri.

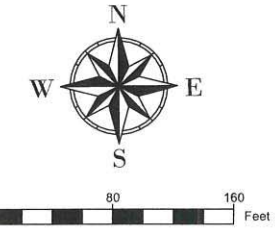
LESS AND EXCEPT that part conveyed to The City of Jackson, Missouri described in General Warranty Deed recorded in Book 225 at Page 202 in the land records of Cape Girardeau, Missouri. (end of exceptions)

ALSO, All of Lot One (1) of Barks Subdivision in the City of Jackson, County of Cape Girardeau, State of Missouri, as shown by plat filed for record in Plat Book 11 at Page 25 in the land records of Cape Girardeau County, Missouri.

AND, A strip of land 10 feet wide in U.S. Survey No. 327 in the City of Jackson, Missouri, being the West 10 feet of Barks Street, and being described as follows:  
Commence at the Northwest corner of Lot 2, Block 2 of Green's Subdivision in the City of Jackson, Missouri; thence North 82 degrees 19 minutes West 165 feet for the Point of Beginning of the tract herein described and conveyed; thence North 8 degrees 30 minutes East, parallel to the centerline of the Farmington Road as it existed on September 16, 1963, and 315 feet measured normally from Farmington Street as it existed on September 16, 1963, to the South right of way line of Missouri State Route "D"; thence North 83 degrees West along the South right of way line of State Route "D" a distance of 10 feet to a corner; thence South 8 degrees 30 minutes West, parallel to the centerline of Farmington Road as it existed on September 16, 1963, and 325 feet measured normally from Farmington Road as it existed on September 16, 1963, and continue to the point where said line intersects the North line of the Frederick property (formerly known as the Eugene Clippard property); thence South 82 degrees 19 minutes East 10 feet to the Place of Beginning. It being the intention to describe and convey the West 10 feet of Barks Street and to describe and convey the West 10 feet of the property heretofore conveyed by Wendell Barks and Clodine Barks, his wife, to the City of Jackson, by Warranty Deed dated September 16, 1963, and recorded in Book 225 at Page 202 in the land records of Cape Girardeau County, Missouri.

LESS AND EXCEPT from all of the above any part lying within Missouri State Highway D and Farmington Road.

1909062



CONCEPT: 45 - 2 BEDROOM SMALL HOMES  
ON CONCRETE FOUNDATION  
(35 @ 16'X70'  
4 @ 16'X65'  
2 @ 16'X60')

*\* Potential Option \*  
of all tiny homes /  
mobile homes*

**KE KOEHLER**  
ENGINEERING AND  
LAND SURVEYING, INC.  
MO 15 COA, LS 00002 - MO ENGINEERING COA, 2020018634  
Civil Engineering and Surveying Services - 114 Cedar Lane - Cape Girardeau, MO 63701  
Phone: 573.335.9008 - www.koehlerengineering.com

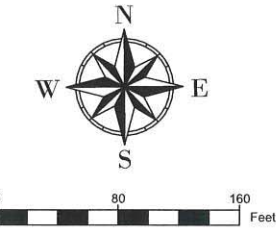
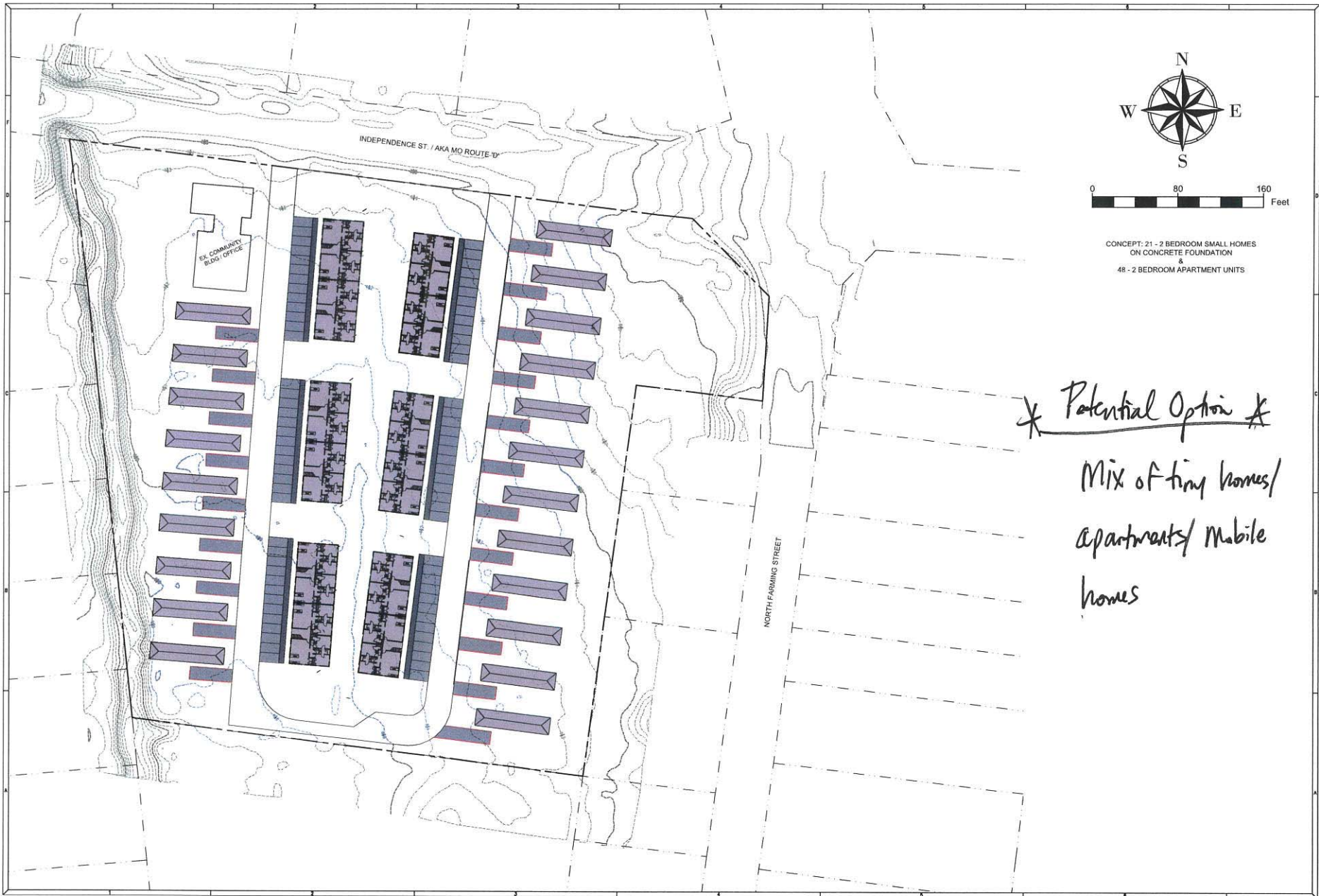
PRELIMINARY CONCEPT  
MULTI-USE  
RESIDENTIAL DEV.  
BRENNON TODT  
2005 VALLEY CREEK ROAD - CAPE GIRARDEAU, MO  
PH: 573.382.9636 - XXXXXXXXXX.COM

PRELIMINARY  
CONCEPT  
THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION  
WITHOUT THE REVIEW AND SEAL OF A PROFESSIONAL  
ENGINEER. NOT A SEAL FOR PROFESSIONAL  
ENGINEERING. THESE RULES ARE USED.

REV	DATE	DESCRIPTION

**SITE  
CONCEPT 3**  
KEL & PICT NO. 1002  
OWNER PICT NO. 1002  
DESIGNED BY: CK  
DRAWN BY: CK  
CHECKED BY: CK  
DATE: 04-20-2022  
**C-3.0**





CONCEPT: 21 - 2 BEDROOM SMALL HOMES  
ON CONCRETE FOUNDATION  
&  
48 - 2 BEDROOM APARTMENT UNITS

\* Potential Option \*

Mix of tiny homes/  
apartments/ mobile  
homes

**KE KOEHLER**  
ENGINEERING AND  
LAND SURVEYING, INC.  
MO LS COA: LS 000092 - MO ENGINEERING COA: 2020019634  
Civil Engineering and Surveying Services - 194 Cedar Lane - Cape Girardeau, MO 63701  
Phone: 573.335.0800 - www.koehlerengineering.com

PRELIMINARY CONCEPT  
MULTI-USE  
RESIDENTIAL DEV.  
BRENNON TODD GIBRARD  
2005 VALLEY CIRCLE  
PH: 573.382.9639 - XXXXXXXXXX.COM

SEAL  
REGISTERED PROFESSIONAL ENGINEER  
STATE OF MISSOURI  
No. 0000000000  
EXPIRATION DATE 12/31/2025  
THIS DRAWING IS SUBJECT TO BE RE-APPROVED  
WHENEVER THE PROJECT IS MODIFIED OR  
CHANGED. NOT VALID FOR REPRODUCTION  
WITHOUT WRITTEN PERMISSION OF THE ENGINEER.

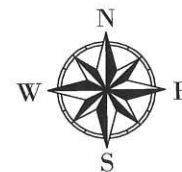
REV	DATE	DESCRIPTION

SITE  
CONCEPT 2  
WELLS PLOT NO. 0000000000  
OWNER PLOT NO. 0000000000  
DESIGNED BY: CR  
DRAWN BY: CR  
CHECKED BY: CR  
DATE: 04-25-2022  
SHEET NO.  
C-2.0



\* Potential Option \*  
of all apartment  
buildings.

\* Strictly an option, not set in stone. \*



CONCEPT: 96 - 2 BEDROOM APARTMENT UNITS



**KE KOEHLER**  
ENGINEERING AND  
LAND SURVEYING, INC.

PRELIMINARY CONCEPT  
MULTI-USE  
REDIDENTIAL DEV.  
BRENNON TODT  
29005 VALLEY CREEK ROAD - CAPE GIRARDEAU, MO  
PH-573.382.0436 - XXXXXXXX.COM

SEAL

PRELIMINARY  
CONCEPT

THIS DRAWING IS NOT TO BE REPRODUCED  
WITHOUT THE PERMISSION OF AECOM  
ENGINEERING. NOT VALID FOR PROFESSIONAL  
USE.

[illegible]

SITE CONCEPT 1	
RELS PUCT NO. 38224	OWNER PUCT NO.
DESIGNED BY CR	
DRAWN BY CR	SHEET NO.
CHECKED BY CR	
DATE 04-25-2022	C-1.0







# Highway D

# Barks Mobile 11

Item 2.

<del>15 #1</del>	61
<del>Steve</del>	49
<del>Wootie</del>	47
Bliss	45
	43
	41
Lee Myers	39
Varro	37
Todd	35
Rafel	33
Speedy Roper	31
	29
Motley	27

Shelton	58	Miller	26
	50		4
Criles	48		6
Kent Pair	46		10
Randy Young	44		12
Sutton	42		14
(Sneed)	40	Henneke	16
Kintu	38		18
Molman-Pulliam	36	Legan	20
David	34	(Sneed)	22
	32	(Sneed)	24
	30	Tina	26
Old	28	Jenkins	28

Jim Wheatley	7		56
	3		
Charles	5		57
Varro	7		
	9		
	13		
Wanda's Jim Holt	15		53
	17		
McCre	19		54
	21		
Charles Faverty	23		
Empty	25		55

## Sec. 65-25. Community unit plan.

The owner of any tract of land may request a special use permit for the use of any development of such tract for residential or for residential in combination with shopping center uses as set forth in the regulations for planned commercial districts in section 65-14. The proposed development plan shall be referred to the planning and zoning commission and shall include specific evidence and facts relating the conditions and approval enumerated in this section.

- (1) Approval by the board of aldermen shall be coordinated upon specific findings that the proposed community unit plan meets the following conditions:
  - a. That the proposed development of any C-4 Planned commercial district included as a part of the plan complies with the regulations for those districts as set forth in section 65-14.
  - b. That the buildings located in the area, other than those within a C-4 district, shall be used only for single-family dwellings, two-family dwellings, multifamily dwellings, and the usual accessory uses, such as private parking or parking garages and storage space, or for community activities, including churches and schools.
  - c. That the average lot area per family contained in the site, exclusive of any area within a C-4 district or occupied by streets, will not be less than the lot area per family required in the district in which the development is located.
  - d. That the area is adaptable to complete community development, being bounded by major thoroughfares, streets, railroads, or other external barriers, and insofar as possible without a major thoroughfare extending through the project or any other physical feature which would tend to impair the neighborhood or community cohesiveness.
  - e. That the plan will provide for the convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent areas.
  - f. That no more than twenty-five (25) percent of the gross area of the project will be devoted to a C-4 district, and that no more than fifty (50) percent of the gross area of the project located within the R-1 or R-2 district will be devoted to multiple-family dwellings.
  - g. That sufficient area is reserved for recreational and education facilities to meet the needs of the anticipated population or as designated by the city's comprehensive plan.
  - h. That property adjacent to the area included in the plan will not be adversely affected; to this end the board of aldermen may require, in the absence of any appropriate physical barrier, that uses of least intensity or a buffer of open space or screening will be arranged along the borders of the project.
  - i. That the plan is consistent with the intent and purpose of this chapter to promote public health, safety, morals, and general welfare.
- (2) If the board of aldermen approves the plan, building permits may be issued, even though the use of the land and the location and height of the buildings to be erected in the area and the yards and open space contemplated by the plan do not conform in all respects to the district regulations of the district in which it is located.
- (3) An application for a special use permit under this section may be made and processed contemporaneously with a proposed amendment of the zoning district or districts in which such site lies.

- 
- (4) A special use permit shall automatically expire upon the failure to develop the use of the land for which the special use permit has been issued if the use is not substantially developed within two (2) years after the permit has been issued.

( Ord. No. 13-73 , § 1, 11-18-13)

## Sec. 65-63. Mobile home park standards.

- (1) *Site layout.* Site layout should take the following factors into consideration:
  - a. Site planning should attempt to adapt to individual site considerations, reflect advances in site planning techniques, and be adaptable to the trends in design of mobile homes. An informal park type of site planning that conforms to terrain, existing trees, shrubs, and other natural features is preferred. A stylized pattern should be avoided.
  - b. The condition of the soil, groundwater level, drainage and topography shall not create hazards to the health and safety of the occupants. The site shall not be exposed to objectionable smoke, noise, odors, or other adverse influences, and no portion subject to unpredictable and/or sudden flooding, subsidence or erosion shall be used for any purpose which would expose persons or property to hazards.
  - c. Landscaping and soil and ground cover requirements. All areas of the mobile home park will be appropriately landscaped. Exposed ground surfaces in all parts of every mobile home park shall be paved, or covered with stone, screenings, or other solid material, or protected with a vegetative growth that is capable of preventing soil erosion and of eliminating objectionable dust. Trees and shrubs should be planted so as to provide visual buffers between mobile home lots.
  - d. Site drainage requirements. The ground surface in all parts of every mobile home park shall be graded and equipped to drain all surface water in a safe, efficient manner. Also see city storm water control ordinances and land subdivision regulations.
- (2) *Minimum size.* No mobile home park shall be developed in the City of Jackson containing less than five (5) acres.
- (3) *Area.* No building or structure shall be erected or enlarged, unless the following yards are provided and maintained in connection with such building, structure or enlargement.
  - a. *Front yard.* On each lot upon which a building or mobile home stand is constructed, there shall be a front yard of not less than fifteen (15) feet.
  - b. *Side yard.* On each lot upon which a building or mobile home stand is constructed, there shall be a side yard on each side of not less than eight (8) feet.
  - c. *Rear yard.* Every lot upon which a mobile home stand or other building is constructed shall have a rear yard of not less than twelve (12) feet.
  - d. *Restricted purposes.* Mobile/manufactured/modular homes in this park shall be used only for single-family residential purposes.
  - e. *Height.* No mobile home, building, or accessory structure shall be greater than one (1) story in height.
  - f. *Maximum average density.* No mobile home park shall be permitted an average density greater than eight (8) lots per acre.
  - g. *Minimum frontage.* Each lot on which a mobile home is set must have a minimum frontage of forty-five (45) feet on an access street in the mobile home park.
- (4) *Lot size.* The minimum lot size permitted shall be as follows: individual mobile home stands shall be on lots having an area of not less than four thousand five hundred (4,500) square feet and a width at the front lot line of not less than forty-five (45) feet.
- (5) *Percentage of lot coverage.* All structures, including accessory buildings, shall not cover more than thirty (30) percent of the area of the lot.



- (6) *Required setbacks, buffer strips and screening.* All mobile home parks shall be provided with an adequate buffer or screen to visually screen the mobile home park from adjacent property with the exception of any public streets. The buffer shall consist of a planting screen or privacy fencing as approved by the building and planning superintendent.
- (7) *Mobile home stands.* The area of the mobile home stand shall contain concrete slabs and footings to provide adequate support for the placement of the mobile home, thereby securing the superstructure against uplift, sliding, rotation and overturning. The mobile home slab shall not heave, shift or settle unevenly under the weight of the mobile home due to frost action, inadequate drainage, vibration or other forces acting on the structure. The mobile home stand shall comply with BOCA codes and other applicable city regulations.
- (8) *Sale of mobile homes.*
- a. The mobile home park shall remain a single recorded parcel of land. Lots and stands may be leased to individual occupants. Individual sale of mobile home lots or stands is prohibited.
  - b. Nothing contained in this section shall be deemed as prohibiting the sale of a mobile home located on a mobile home stand and connected to the pertinent utilities.
- (9) *Street system and parking.*
- a. *Street design.* Street design and on-street parking shall conform to the requirements of the land subdivision regulations of the City of Jackson, Missouri (chapter 57) except as modified by this section. All streets in a mobile home park shall be private and shall comply with applicable city pavement and drainage standards.
  - b. *Car parking.* Off-street parking areas shall be provided for the use of park occupants and guests. Such areas shall be:
    1. Furnished at a rate of at least two (2) spaces for each mobile home lot.
    2. Located within a distance of one hundred (100) feet from the mobile home to be serviced, unless other vehicular access is provided.
  - c. *Required illumination of park street systems.* Street lighting shall be installed in accordance with the land subdivision regulations of the City of Jackson.
- (10) *Recreation facilities.* Six (6) percent of gross land area shall be developed for recreational purposes, and such percentage shall not include setbacks, buffers, streets, rights-of-way, utility easements or storage areas.
- (11) *Park areas for nonresident uses.*
- a. No part of any mobile home park shall be used for any purpose not allowed in section 65-8. Nonresidential uses may include those required for the direct servicing and well being of park residents and for the management and maintenance of the park.
  - b. While not required, storage areas may be provided for travel trailers, campers, boats, and recreational vehicles; such equipment shall be permitted only in such areas, and the use of such storage areas is limited to park residents. Such areas shall not be visible from any public street and shall be surrounded by a six (6) foot high chain link fence or other fence as approved by the building and planning superintendent or his designee.
- (12) *Rental of mobile homes prohibited.* No mobile home in a mobile home park shall be occupied by anyone other than the owner of that mobile home.

(Ord. No. 04-25, § 2, 3-1-04)

## Staff Report

**ACTION ITEM:** Request for approval of a minor subdivision plat of Magnolia Meadows Subdivision

**APPLICANT:** Terry R. Seabaugh and Tracy L. Foltz

**APPLICANT STATUS:** Property owners

**PURPOSE:** To divide house from remainder of land.

**SIZE:** 2.261 acres

**PRESENT USES:** Residential

**PROPOSED USE:** Residential / Commercial

**ZONING:** C-2 General Commercial District

**SURROUNDING ZONING:** North – C-2 General Commercial; South – R-2 Single Family; East – R-2 Single Family and R-4 One- and Two-Family; West – C-2 General Commercial and R-2 Single Family

**HISTORY:** This property contains a single-family residential home and a shop building.

**TRANSPORTATION AND PARKING:** All required street frontage and parking already exist.

**APPLICABLE REGULATIONS:** Land Subdivision Regulations (Chapter 57); Zoning Code (Chapter 65)

**2009 COMPREHENSIVE PLAN:** Commercial use

**FLOODPLAIN INFORMATION:** Part of this property is located in a floodplain per FEMA panel 29031C0143E dated 9/29/11

**PHYSICAL CHARACTERISTICS:** The west side of the property is located in a floodplain and the floodplain location is shown on the plat.

**COMMENTS:** Property owner has been advised that if there are any existing utilities to the shop that are run from the house, those utilities will have to be separated prior to subdivision.

**ACTION REQUIRED:** The Commission shall approve or deny this request based on compliance with the Land Subdivision Regulations (Chapter 57).



## SUBDIVISION APPLICATION

### City of Jackson, Missouri

NAME OF SUBDIVISION: Magnolia meadows

DATE OF APPLICATION: 5/27/2022

TYPE OF APPLICATION: ☐ PRELIMINARY PLAT  
☐ FINAL PLAT  
☒ MINOR SUBDIVISION  
☐ RESUBDIVISION

**PROPERTY OWNERS** (all legal property owners as listed on current deed, including trusts, LLCs, etc):

Property Owner Name(s): Terry Ray Seabaugh & Traci Leefeltz

Mailing Address: 939 W Jackson Blvd

City, State ZIP: Jackson, MO 63755

ENGINEER / SURVEYING COMPANY: Richards Land Surveying

Engineer / Surveyor Contact: \_\_\_\_\_

Mailing Address: 1813 Greenbrier Dr.

City, State ZIP: Cape Girardeau, MO 63701

Contact's Phone: 573-339-7473

**CONTACT PERSON HANDLING APPLICATION:**

Contact Name: Terry Seabaugh

Mailing Address: 528 East Cape Rock Dr.

City, State ZIP: Cape Girardeau MO. 63701

Contact's Phone: (573) 986-8669

Email Address (if used): TNLSEABAUGH@gmail.com

**CURRENT ZONING:** (circle all that apply)

- |  |  |
|--|--|
| <input type="checkbox"/> R-1 (Single-Family Residential)       | <input type="checkbox"/> C-1 (Local Commercial)              |
| <input type="checkbox"/> R-2 (Single-Family Residential)       | <input checked="" type="checkbox"/> C-2 (General Commercial) |
| <input type="checkbox"/> R-3 (One- And Two-Family Residential) | <input type="checkbox"/> C-3 (Central Business)              |
| <input type="checkbox"/> R-4 (General Residential)             | <input type="checkbox"/> C-3 (Central Business)              |
| <input type="checkbox"/> MH-1 (Mobile Home Park)               | <input type="checkbox"/> C-4 (Planned Commercial)            |
| <input type="checkbox"/> O-1 (Professional Office)             | <input type="checkbox"/> I-1 (Light Industrial)              |
| <input type="checkbox"/> CO-1 (Enhanced Commercial Overlay)    | <input type="checkbox"/> I-2 (Heavy Industrial)              |


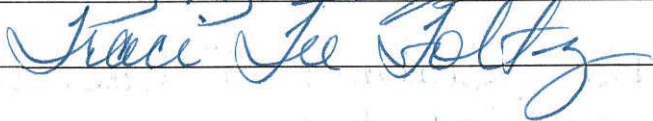
☐ I-3 (Planned Industrial Park)

Will a rezoning or a special use permit request be submitted in conjunction with the proposed development? YES ☐ NO ☒

**LEGAL DESCRIPTION OF TRACT:** Submit a copy of the most current deed for the property being divided.

**OWNER SIGNATURES:**

I state upon my oath that all of the information contained in this application is true. *(Signatures of all persons listed on the current property deed and the authorized signer(s) for any owning corporation or trust.)*

Please submit the completed application along with the applicable application fee to:

Janet Sanders  
Building & Planning Manager  
City of Jackson  
101 Court Street  
Jackson, MO 63755

Ph: 573-243-2300 ext. 29  
Fax: 573-243-3322  
Email: [jsanders@jacksonmo.org](mailto:jsanders@jacksonmo.org)



Item 2.

Magnolia Meadows Subdivision  
Location Map



THE UNDERSIGNED, TERRY R. SEABAUGH, AND TRACI L. FOLTZ, OWNERS OF A PARCEL OF LAND BEING PART OF U.S.P. SURVEY #221, TOWNSHIP 31 NORTH, RANGE 12 EAST OF THE FIFTH PRINCIPAL MERIDIAN, ALSO BEING PART OF LOTS NUMBERED NINE (9) AND TEN (10), IN BLOCK NUMBERED FOUR (4) OF WEST END ADDITION TO THE CITY OF JACKSON, MISSOURI, AS SHOWN IN PLAT BOOK #2, AT PAGE #24 OF THE LAND RECORDS OF CAPE GIRARDEAU COUNTY, MISSOURI, SAID PARCEL BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

BEGINNING at a 1/2" Iron Rod on the Southwesterly Right-of-Way Line of Missouri State Highway #72, from which the Northeast Corner of said U.S. Survey #221 bears N.88°28'40"W., a distance of 1,654.31 feet (see Document #2012-01800 of the Land Records Office of the State of Missouri, Jefferson County, Missouri); thence S.85°53'19"W., a distance of 78.51 feet to a 1/2" Iron Rod; thence departing from said Right-of-Way, S.41°53'19"W., a distance of 219.67 feet to a 1/2" Iron Rod; thence N.83°01'41"W., a distance of 301.17 feet to a 1/2" Iron Rod; thence N.06°33'53"E., a distance of 269.73 feet to a 1/2" Iron Rod; thence S.83°02'20"E., a distance of 289.65 feet to a 1/2" Iron Rod on said Southwesterly Right-of-Way Line; thence S.54°21'05"E., along said Right-of-Way, a distance of 2.37 feet to a 2 1/2" Iron Rod; thence S.55°53'19"W., a distance of 85.53 feet to the POINT OF BEGINNING. Containing 2.261 acres, more or less, in Cape Girardeau County, Missouri, dated May of 2022. Subject to existing Easements of Record if any.

HEREBY DECLARE THAT WE HAVE CAUSED SAID LAND TO BE SUBDIVIDED INTO LOTS AS NUMBERED AND DESIGNATED ON THIS PLAT, WHICH IS A TRUE AND CORRECT REPRESENTATION OF SAID SUBDIVISION, WHICH IS HEREBY NAMED "MAGNOLIA MEADOWS SUBDIVISION". THE UTILITY EASEMENT SHOWN ON SAID PLAT IS GRANTED TO THE CITY OF JACKSON, MISSOURI, IN PERPETUITY FOR PUBLIC PURPOSES, INCLUDED THE INSTALLATION, MAINTENANCE, REPAIR, REPLACEMENT, AND EXPANSION OF CITY UTILITY SYSTEMS, AND AS MAY BE AUTHORIZED BY THE CITY OF JACKSON, MISSOURI TO BE USED BY A PUBLIC OR PRIVATE UTILITY PROVIDER FOR PURPOSES RELATED TO THE INSTALLATION, MAINTENANCE, REPAIR, REPLACEMENT AND EXPANSION OF SUCH UTILITY SYSTEMS. SIGNED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

TERRY R. SEABAUGH

STATE OF MISSOURI )  
COUNTY OF \_\_\_\_\_ )

BEFORE ME, A NOTARY PUBLIC FOR SAID COUNTY AND STATE, PERSONALLY APPEARED TERRY R. SEABAUGH, AND TRACI L. FOLTZ, WHO, BEING BY ME DULY SWORN, DID SAY THAT THEY ARE THE PERSONS DESCRIBED HEREIN AND THAT THEY EXECUTED THE WITHIN RECORD PLAT ON THEIR BEHALF, AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES THEREIN STATED AS THEIR FREE ACT AND DEED.

IN WITNESS WHEREOF, I HEREUNTO SET MY HAND AND AFFIX MY OFFICIAL SEAL IN THE COUNTY AND STATE AFORESAID, THE DATE FIRST ABOVE WRITTEN.

-----  
NOTARY PUBLIC

MY COMMISSION EXPIRES: \_\_\_\_\_

I, LIZA WALKER, CITY CLERK OF THE CITY OF JACKSON, MISSOURI, HEREBY CERTIFY THAT THIS PLAT WAS APPROVED BY THE CITY OF JACKSON, MISSOURI BY ORDINANCE NO. \_\_\_\_\_ PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_ A.D.

-----  
LIZA WALKER  
CITY CLERK OF THE CITY OF JACKSON, MISSOURI

DWAIN HAHS  
MAYOR OF JACKSON, MO.

KENT PEETZ  
PUBLIC WORKS DIRECTOR

HARRY DRYER  
PLANNING AND ZONING CHAIRMAN

**VICINITY MAP**  
**NOT TO SCALE**

WEST ADAMS ST.  
S. BAST ST.  
W. JEFFERSON ST.  
DALLAS ST.  
WEST JACKSON BLVD.  
PARKER PL.  
CATY DRIVE

**PROJECT AREA**

● SET 1/2" ROD AND KAP  
 ■ FOUND IRON ROD  
 □ FOUND IRON PIPE  
 ○ CALCULATED CORNER POSITION  
 \_\_\_\_\_ SUBDIVISION BOUNDARY LINE  
 \_\_\_\_\_ NEW LOT LINE  
 \_\_\_\_\_ EXISTING LOT LINE  
 \_\_\_\_\_ ADJACENT PROP. LINE  
 \_\_\_\_\_ RIGHT-OF-WAY LINE  
 \_\_\_\_\_ APPROXIMATE FLOOD LINE  
 \_\_\_\_\_ NEAR EASEMENT LINE

## C-2 GENERAL COMMERCIAL DISTRICT

**FRONT YARD = THIRTY (30) FEET**  
**REAR YARD = TWENTY-FIVE (25) FEET**  
**SIDE YARD = NONE, EXCEPT EIGHT (8) FEET WHEN**  
**ADJACENT TO A RESIDENTIAL USE OR DISTRICT**

NUMBER OF LOTS: 2  
LARGEST LOT AREA = 78,744 SQ. FT. (1.808 AC.)  
SMALLEST LOT AREA = 19,762 SQ. FT. (0.454 AC.)  
TOTAL LOT AREA = 98,506 SQ. FT. (2.262 AC.)

DOC. #2017-10540 (MAIN REF.)  
DOC. #2019-01814 (ADJOINER)  
DOC. #2007-08842 (ADJOINER)  
DOC. #2004-07387 (ADJOINER)  
BK. #1047, PG. #668 (ADJOINER)  
BK. #1319, PG. #418 (ADJOINER)  
BK. #727, PG. #448 (ADJOINER)  
BK. #1383, PG. #125 (MODOT R.O.W.)  
PRIOR SURVEYS BY P.L.S. 1518  
PRIOR SURVEYS BY P.L.S. #1627  
PLAT BOOK #10, PAGE #26  
PLAT BOOK #2, PAGE #24  
AERIAL PHOTOGRAPHS

MAIN REFERENCE SOURCE IS: TERRY  
RAY SEABAUGH AND TRACI LEE FOLTZ,  
LOCATED IN DOCUMENT #2017-10640  
OF THE LAND RECORDS OF CAPE  
GIRARDEAU COUNTY, MISSOURI

LINE	LENGTH	BEARING
L1	78.61	S44°18'12"E
L2	2.37	N42°24'05"W
L3	85.53	N56°54'34"W
L4	81.11	S56°54'34"E
L5	40.37	S44°18'12"E
L6	4.42	S56°54'34"E
L7	91.20	S45°43'49"W

**U.S.P.S. #221**

**FLOODPLAIN INFORMATION**  
A PORTION OF THE PROPERTY FALLS  
WITHIN THE 100 YEAR FLOODPLAIN (ZONE  
AE), ZONE X\* (0.2% FLOOD RATE) AND  
ALSO ZONE X, AS INDICATED ON THE  
FLOOD INSURANCE RATE MAP NUMBER  
29031C0143E WITH AN EFFECTIVE DATE  
OF SEPTEMBER 20TH, 2011.

(NOW OR FORMERLY)  
DENNIS SIEBERT  
DOCUMENT #2007-08842

(NOW OR FORMERLY)  
CHARLES KAMP TRUST  
BOOK #727, PAGE #448

LOT #8

LOT #7  
(NOW OR FORMERLY)  
STEPHEN & MELODY MATHES  
DOCUMENT #2004-07387

(NOW OR FORMERLY)  
CITY OF JACKSON  
BOOK #1319, PAGE #418

(NOW OR FORMERLY)  
MARY KLAPROTH & PATSY SOUTHARD  
BOOK #1047, PAGE #668

(NOW OR FORMERLY)  
CHRISTOPHER & MARCELLA GREEN  
DOCUMENT #2019-01814

**U.S.P.S. #221**

### **POINT OF BEGINNING**

1/2" IRON ROD FROM WHICH THE  
NORTHEAST CORNER OF U.S.P.S.  
#221, TOWNSHIP 31 NORTH,  
RANGE 12 EAST OF THE FIFTH  
PRINCIPAL MERIDIAN, BEARS  
N.88°28'40"E., AT 1,654.31'  
(SEE DOCUMENT #2012-01800)

BEARINGS ARE REFERENCED  
TO MISSOURI GRID NORTH  
BY G.P.S. OBSERVATIONS  
(NAD 83) (EAST ZONE)

This is to certify that I, a Missouri Land Surveyor, have surveyed the property described in the above caption as shown by the annexed Plat, which Survey is true and correct and was executed to the best of my ability, in conformance with the current Minimum Standards for Property Boundary Surveys in the State of Missouri. Given under my hand and seal at Cape Girardeau, Missouri this 10th day of May, A.D. 2022.

MISSOURI LAND SURVEYOR #2017017647

FILED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022 IN  
THE OFFICE OF THE RECORDER OF DEEDS IN CAPE GIRARDEAU COUNTY  
AT JACKSON, MISSOURI. DOCUMENT NO. IN SURVEYORS PLAT BOOK NO. \_\_\_\_\_ AT  
PAGE NO. \_\_\_\_\_.

ANDREW DAVID BLATTNER, RECORDER OF DEEDS

*Item 2.*

**RICHARDS** LAND SURVEYING  
1813 GREENBRIER DR., CAPE GIRARDEAU, MISSOURI  
PHONE & FAX: (573) 339-7473

## Staff Report

**ACTION ITEM:** Request for approval of a minor subdivision plat of a Re-subdivision of Lots 28 & 30 of Deerwood Subdivision

**APPLICANT:** Gregory M. & Alison Rae Staggs

**APPLICANT STATUS:** Property owners

**PURPOSE:** To combine two lots into one.

**SIZE:** .50 acres

**PRESENT USES:** Single Family Residential

**PROPOSED USE:** Same

**ZONING:** R-2 Single Family Residential

**SURROUNDING ZONING:** R-2 Single Family Residential in all directions

**HISTORY:** In 2017, the owner obtained a 7.5' variance from the rear setback and a 3% variance from the maximum lot coverage for construction of a second level of their deck. In 2022, they obtained a 20' variance from the front setback on Oakwood Drive and a 10' variance from the side setback adjacent to Donna Lynn Drive to allow a detached garage to be built on the lot avoiding the creek that cuts through the lot. Approval of that variance was contingent upon combining the two lots into one.

**TRANSPORTATION AND PARKING:** All required street frontage and parking already exist.

**APPLICABLE REGULATIONS:** Land Subdivision Regulations (Chapter 57)

**2009 COMPREHENSIVE PLAN:** Residential use

**FLOODPLAIN INFORMATION:** This property is not located in a floodplain per FEMA panel 29031C0144E dated 9/29/11

**PHYSICAL CHARACTERISTICS:** A small creek cuts through Lot 28 but is not a mapped creek on the FEMA floodplain maps.

**COMMENTS:** The combined lot meets all minimum frontage and lot size requirements required by the Land Subdivision Regulations.

Recombination of these lots does not eliminate the 15' utility easement running between the two original lots.

**ACTION REQUIRED:** The Commission shall approve or deny this request based on compliance with the Land Subdivision Regulations.





## SUBDIVISION APPLICATION FORM

### City of Jackson, Missouri

**NAME OF SUBDIVISION:** A Resubdivision of Lots 28 and 30 of Deerwood Subdivision

**DATE OF APPLICATION:** 05-26-2022

**PROPERTY OWNERS:** (all legal property owners exactly as listed on the deed)

Names, Addresses & Phone #s: Gregory M. and Alison Rae Staggs  
1773 Deerwood Dr  
Jackson, MO 63755  
573 275 8853

**CONTACT PERSON HANDLING APPLICATION:**

Contact's Name: Alex Richbourg

Contact's Mailing Address: 195 Coker Lane  
Cape Girardeau, MO 63701

Contact's Phone: 573 335 3026

**ENGINEER / SURVEYOR:**

Company Name, Addresses & Phone #: Koehler Engineering and Land Surveying, INC  
194 Coker Lane  
Cape Girardeau, MO 63701  
573 335 3026

**TYPE OF SUBDIVISION APPLICATION:** (check all applicable items)

☐ Preliminary plat approval

☐ Final plat approval

☒ Minor subdivision approval

☐ Re-subdivision plat approval

**LEGAL DESCRIPTION OF TRACT:** (attach separate page if necessary)

**ZONING:** Indicate the current zoning district classification of the entire tract to be developed (circle all that apply):

R-1 Single Family Residential

R-2 Single Family Residential

R-3 One and Two Family Residential

R-4 General Residential

MH-1 Mobile Home Park

CO-1 Enhanced Commercial Overlay

C-1 Local Commercial

C-2 General Commercial

C-3 Central Business District

C-4 Planned Commercial District

CO-1 Enhanced Commercial Overlay

I-1 Light Industrial

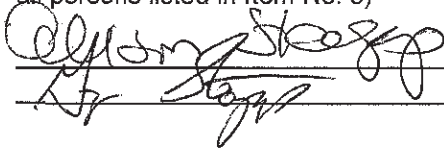
I-2 Heavy Industrial

I-3 Planned Industrial Park

Will a rezoning or a special use permit request be submitted in conjunction with the proposed development? YES ☐ NO ☒

**OWNERS' SIGNATURES:**

I state upon my oath that all of the information contained in this application is true. (Original signatures of all persons listed in Item No. 3)



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Please submit the completed application along with the applicable application fee to:

Janet Sanders  
Building & Planning Superintendent  
City of Jackson  
101 Court Street  
Jackson, MO 63755

Ph: 573-243-2300 ext. 29  
Fax: 573-243-3322  
Email: [jsanders@jacksonmo.org](mailto:jsanders@jacksonmo.org)



Resubdivision of Lots 28 & 30 of Deerwood Subdivision  
Location Map

# RECORD PLAT OF A RESUBDIVISION OF LOTS 28 AND 30 OF DEERWOOD SUBDIVISION

A PART OF FRACTIONAL SECTION 6, TOWNSHIP 31 NORTH, RANGER 13 EAST OF THE FIFTH  
PRINCIPAL MERIDIAN, CITY OF JACKSON, COUNTY OF CAPE GIRARDEAU, STATE OF MISSOURI

## SUBDIVISION DEDICATION

THE UNDERSIGNED, GREGORY M. AND ALISON R. STAGGS, HUSBAND AND WIFE, OWNERS IN FEE OF ALL OF LOTS NUMBER 28 AND 30 OF DEERWOOD SUBDIVISION, A SUBDIVISION RECORDED IN PLAT BOOK 17 PAGE 93, IN THE CITY OF JACKSON, COUNTY OF CAPE GIRARDEAU, STATE OF MISSOURI, CONTAINING 21,824 SQUARE FEET (0.50 ACRES), MORE OR LESS, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGIN AT THE NORTHEAST CORNER OF LOT 30 OF SAID SUBDIVISION, ALSO BEING A POINT ON THE EAST LINE OF SAID SUBDIVISION; THENCE WITH THE EAST LINE OF SAID SUBDIVISION, SOUTH 06°40'41" WEST, 188.00 FEET; THENCE LEAVING SAID EAST LINE, NORTH 83°19'19" WEST, 97.00 FEET; THENCE ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 20.00 FEET AND A LENGTH OF 31.42 FEET (THE CHORD OF SAID CURVE BEARS NORTH 38°19'19" WEST, 28.28 FEET); THENCE NORTH 08°40'41" EAST, 148.00 FEET; THENCE ALONG THE ARC OF A CURVE TO THE RIGHT, HAVING A RADIUS OF 20.00 FEET AND A LENGTH OF 31.42 FEET (THE CHORD OF SAID CURVE BEARS NORTH 51°40'41" EAST, 28.28 FEET); THENCE SOUTH 83°19'19" EAST, 97.00 FEET TO THE POINT OF BEGINNING.

HEREBY COMBINE SAID TRACT INTO A SINGLE LOT AS SHOWN HEREON, WHICH IS A TRUE AND CORRECT REPRESENTATION OF SAID SUBDIVISION, WHICH IS HEREBY NAMED "A RESUBDIVISION OF LOTS 28 AND 30 OF DEERWOOD SUBDIVISION", AND WE DO HEREBY ESTABLISH PERMANENT EASEMENTS AS SHOWN HEREON, AND WE DO HEREBY DEDICATE THE ABOVE SET OUT EASEMENTS TO THE PUBLIC USE FOREVER.

GREGORY M. STAGGS

ALISON R. STAGGS

STATE OF MISSOURI )  
COUNTY OF CAPE GIRARDEAU ) SS

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_, BEFORE ME, A NOTARY PUBLIC FOR SAID STATE AND COUNTY, PERSONALLY APPEARED MICHAEL K. AND LINDA J. HAYNES, HUSBAND AND WIFE, KNOWN TO ME TO BE THE PERSONS DESCRIBED HEREIN, WHO ACKNOWLEDGED THAT THEY EXECUTED THE FOREGOING INSTRUMENT AS THEIR FREE ACT AND DEED.

IN WITNESS WHEREOF, I HERETO SET MY HAND AND AFFIX MY OFFICIAL SEAL IN THE AFORESAID STATE AND COUNTY, THE DATE FIRST ABOVE WRITTEN.

MY TERM EXPIRES \_\_\_\_\_

NOTARY PUBLIC

I, LIZA WALKER, CITY CLERK OF THE CITY OF JACKSON, MISSOURI, HEREBY CERTIFY THAT THIS PLAT WAS APPROVED BY THE CITY OF JACKSON, MISSOURI.

BY ORDINANCE NO. \_\_\_\_\_ PASSED

AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

LIZA WALKER, CITY CLERK

KENT PEETZ, PUBLIC WORKS DIRECTOR

HARRY DYER, PLANNING AND ZONING COMMISSION CHAIRMAN

DWAIN HAHN, MAYOR

STATE OF MISSOURI )  
COUNTY OF CAPE GIRARDEAU ) SS

FILED FOR RECORD IN THE OFFICE OF THE RECORDER OF DEEDS OF CAPE GIRARDEAU

COUNTY, MISSOURI, IN DOCUMENT NO. \_\_\_\_\_ AT JACKSON, MISSOURI,

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_\_\_

ANDREW DAVID BLATTNER  
RECORDER OF DEEDS OF CAPE GIRARDEAU COUNTY, MISSOURI

## SUBDIVISION NOTES

### ZONING DISTRICT REGULATIONS

THE SUBDIVISION IS ZONED  
R-2 SINGLE-FAMILY RESIDENTIAL DISTRICT

### LOT SIZE

DETACHED SINGLE-FAMILY DWELLINGS SHALL BE ON A LOT HAVING AN AREA OF NOT LESS THAN EIGHT THOUSAND (8,000) SQUARE FEET AND A WIDTH AT THE FRONT LOT LINE OF NOT LESS THAN SEVENTY-FIVE (75) FEET.

CHURCHES AND SIMILAR PLACES OF WORSHIP, COMMUNITY BUILDINGS, MOSQUES, LIBRARIES, ART GALLERIES, SCHOOLS AND OTHER SIMILAR BUILDINGS, AND MUNICIPAL BUILDINGS INCLUDING POLICE AND FIRE STATIONS, SHALL BE ON A LOT HAVING AN AREA OF NOT LESS THAN ONE (1) ACRE AND WIDTH AT THE FRONT LOT LINE OF NOT LESS THAN ONE HUNDRED (100) FEET.

### PERCENTAGE OF LOT COVERAGE

ALL BUILDINGS, INCLUDING ACCESSORY BUILDINGS, SHALL NOT COVER MORE THAN THIRTY (30) PERCENT OF THE AREA OF THE LOT.

### MAXIMUM HEIGHT

SINGLE-FAMILY AND ALL BUILDINGS OTHER THAN CHURCHES AND SIMILAR PLACES OF WORSHIP, THIRTY-FIVE (35) FEET AND NOT OVER TWO AND ONE-HALF (2½) STORIES ABOVE GRADE.

CHURCHES AND SIMILAR PLACES OF WORSHIP, SEVENTY-FIVE (75) FEET FOR TOWERS AND STEEPLES AND NOT MORE THAN FORTY-FIVE (45) FEET FOR THE PRINCIPAL BUILDING.

### MINIMUM YARD REQUIREMENTS

FRONT YARD SETBACK: ON EACH LOT UPON WHICH A BUILDING IS CONSTRUCTED THERE SHALL BE A FRONT YARD OF NOT LESS THAN THIRTY (30) FEET AND NOT MORE THAN FORTY (40) FEET, EXCEPT WHERE A BUILDING LINE IS ESTABLISHED BY SUBDIVISION PLAT THE FRONT YARD SHALL BE NOT LESS THAN THE SETBACK ESTABLISHED ON THE PLAT AND NOT MORE THAN TEN (10) FEET GREATER THAN THAT SETBACK.

SIDE YARD SETBACK: ON EACH LOT UPON WHICH A DWELLING IS CONSTRUCTED THERE SHALL BE A SIDE YARD ON EACH SIDE OF NOT LESS THAN EIGHT (8) FEET. ALL BUILDINGS OTHER THAN RESIDENTIAL BUILDINGS AND RESIDENTIAL ACCESSORY BUILDINGS SHALL HAVE A SIDE YARD OF FIFTEEN (15) FEET.

REAR YARD SETBACK: EVERY LOT OR PARCEL OF LAND UPON WHICH A BUILDING IS CONSTRUCTED SHALL HAVE A REAR YARD OF NOT LESS THAN TWENTY-FIVE (25) FEET.

### AREA AND LOT INFORMATION

TOTAL SUBDIVISION AREA: 21,824 SQ. FT. (0.50 ACRES)  
TOTAL NUMBER OF LOTS: 2

SMALLEST LOT SIZE: 10,912 SQ. FT. (0.25 ACRES)  
LARGEST LOT SIZE: 10,912 SQ. FT. (0.25 ACRES)

### DEVELOPERS OF SUBDIVISION AND PLAT PREPARED FOR:

GREGORY M. AND ALISON R. STAGGS  
1773 DEERWOOD DRIVE  
JACKSON, MO 63705

### RECORD OWNERS

GREGORY M. AND ALISON R. STAGGS  
DOCUMENT 6303747319

### PLAT PREPARED BY AND ENGINEERING AND LAND SURVEYING SERVICES PROVIDED BY:

KOEHLER ENGINEERING AND LAND SURVEYING, INC.  
194 COKER LANE, CAPE GIRARDEAU, MO 63701  
(573) 335-3026

### FLOODPLAIN NOTE

NO PORTION OF THE PROPERTY FALLS WITHIN THE 1 PERCENT ANNUAL CHANCE SPECIAL FLOOD HAZARD AREAS, AS INDICATED ON THE FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 20603 OF MAE WITH AN EFFECTIVE DATE OF SEPTEMBER 28, 2011.

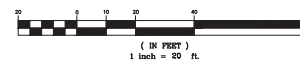
### LOT MONUMENT NOTE

ALL LOT CORNERS SET WITH 1/2" IRON RODS  
UNLESS OTHERWISE DENOTED.

## Legend

- = SET 3/4" IRON ROD
- = FOUND 3/4" IRON ROD
- = PROPERTY LINE
- - - = ADJACENT PROP. LINE
- - - = SUBDIVISION BOUNDARY LINE
- - - = BUILDING SETBACK LINE
- - - = LOT LINE TO BE REMOVED
- - - = UTILITY EASEMENT
- - - = EXISTING EASEMENT
- - - = CENTERLINE OF ROAD
- - - = ROAD RIGHT OF WAY

## GRAPHIC SCALE



THIS SURVEY OF A TRACT OF URBAN PROPERTY WAS PERFORMED IN ACCORDANCE WITH THE CURRENT STANDARDS FOR PROPERTY BOUNDARY SURVEYS IN THE STATE OF MISSOURI AS MADE EFFECTIVE JUNE 30, 2017.



NORTH ORIENTATION FROM  
MISSOURI STATE PLANE  
COORDINATE SYSTEM



## KOEHLER Professional Engineers & Land Surveyors

194 Coker Lane  
Cape Girardeau, Missouri 63701  
Ph: (573) 335 - 3026 Fax: (573) 335 - 3049  
PLS CORPORATE LICENSE NO. 000262

CREATED BY	REV/DATE	DESCRIPTION	INITIALS
CREATED BY	TRAVIS STEFFENS		
REVISED DATE	MAY 2022		
CREATED DATE	MAY 26, 2022		
CREATED BY	38279		

## Staff Report

**ACTION ITEM:** Request for approval of a preliminary plat of Savers Farm Subdivision Phase 8

**APPLICANT:** Cape Land & Development, LLC

**APPLICANT STATUS:** Property owner

**PURPOSE:** To provide an additional phase of a county subdivision on land that is already inside the city limits but only accessible from the county

**SIZE:**

**PRESENT USES:** Undeveloped land

**PROPOSED USE:** Single-family residential subdivision

**ZONING:** R-2 Single Family Residential

**SURROUNDING LAND USE:** North – out of city; South – R-2 Single Family Residential; East – R-2 Single Family Residential; West – R-2 Single Family Residential

**HISTORY:** This piece of property has been inside the city limits for many years. The property to the south developed as Bent Creek Golf Course and Bent Creek Subdivision, providing for no stubbed streets to access to this property.

In 2019, P&Z reviewed and the Board of Aldermen approved new code language in Chapter 57 to allow limited access land development. This allows a subdivision to have access other than a public city street when no city street right-of-way is available for a connection. This code language was originally developed due to the lack of access to this specific property.

**TRANSPORTATION AND PARKING:** All required street frontage and parking will be developed as part of the subdivision development and building construction.

**APPLICABLE REGULATIONS:** Land Subdivision Regulations (Chapter 57); Zoning Code (Chapter 65)

**2009 COMPREHENSIVE PLAN:** Residential use

**FLOODPLAIN INFORMATION:** This property includes an area of floodplain that will be located in the rear yard of seven lots and does not prevent an adequate buildable area for those lots.

**PHYSICAL CHARACTERISTICS:** No access available except through previous Savers Farm Subdivision phases located in the county. The adjacent undeveloped tract (different owner) is accessible through another portion of the Savers Farm Subdivision.

**COMMENTS:** This subdivision contains 40 lots.

This subdivision will have privately maintained streets and will be connected to the existing sewer system serving Savers Farm Subdivision rather than city sewer because no city sewer service is available near this location. They will also have Ameren Electric because no city electric service is available to this location. The subdivision will install city water in order for the city to maintain control over fire-fighting water supply and maintain the Jackson Fire Department's ISO rating. The developer will install a water main extension from the existing main near Greensferry Road. City sanitation and emergency services will serve these lots. City staff and administration are aware of these conditions.

**NOTE:** This application form looks different from the traditional application form because it was submitted through the Building & Planning Department's new online portal. We expect to begin to see more applications in this format.

**ACTION REQUIRED:** The Commission shall approve or deny this subdivision based on compliance with the Land Subdivision Regulations.





# Subdivision Permit Application

Date: 05/06/2022

## Applicant / Current Owner

Applicant Name: Brandon Williams  
 Address: 2985 Boutin Drive  
 City, State, Zip: Cape Girardeau, MO 63701  
 Phone: 573-382-7373  
 Email: bowconstruction@aol.com

Owner Name: Cape Land & Development, LLC  
 Address: 2985 Boutin Drive  
 City, State, Zip: Cape Girardeau, MO 63701  
 Phone:  
 Email:

## Proposed Owner / General Project Information

Owner Name: Cape Land & Development, LLC  
 Address: 2985 Boutin Drive  
 City, State, Zip: Cape Girardeau, MO 63701  
 Phone: 573-382-7373  
 Email: bowconstruction@aol.com

Site Address: Savers Farm Subd Phs 8  
 City, State, Zip:  
 Current Use:  
 Current Zoning: C-1 Local Commercial  
 Proposed Zoning: C-1 Local Commercial

Project Description:

## Annexation

Rezoning App?: No  
 Special Use App?: No

Current Use:  
 Legal:

## Rezoning / Special Use / Variance Information

Request Reason:  
 Current Use:  
 Proposed Use:

Prior Variance: No  
 Prior Request:  
 Permission to Visit: No

## Subdivision Information / Current Zoning

Subdivision Type: Preliminary Plat  
 Current Use: Vacant  
 Proposed Use: Residential Subdivision  
 Subdivision Name: Savers Farm Subdivision - Phase 8  
 Engineer Company: Strickland Engineering LC  
 Contact: Marc Mahnke / Brian Strickland  
 Mailing Address: 113 W. Main Street  
 City, State, Zip: Jackson, MO 63755  
 Phone: 573-243-4080  
 Other Permit: No  
 Legal:

R-1: ☐  
 R-2: ☒  
 R-3: ☐  
 R-4: ☐  
 MH-1: ☐  
 O-1: ☐  
 CO-1: ☐  
 C-1: ☐  
 C-2: ☐  
 C-3: ☐  
 C-4: ☐  
 I-1: ☐  
 I-2: ☐  
 I-3: ☐

Proposed Zoning

Item 2.

R-1:	<input type="checkbox"/>	C-1:	<input type="checkbox"/>
R-2:	<input checked="" type="checkbox"/>	C-2:	<input type="checkbox"/>
R-3:	<input type="checkbox"/>	C-3:	<input type="checkbox"/>
R-4:	<input type="checkbox"/>	C-4:	<input type="checkbox"/>
MH-1:	<input type="checkbox"/>	I-1:	<input type="checkbox"/>
O-1:	<input type="checkbox"/>	I-2:	<input type="checkbox"/>
CO-1:	<input type="checkbox"/>	I-3:	<input type="checkbox"/>

Land Exchange Information

Current Use:	Granting Owner:	
Request Reason:	Address:	
Granting Property:	City, State, Zip:	
Receiving Property:	Receiving Owner:	
Engineer Company:	Address:	
Engineer Contact:	City, State, Zip:	
Address:	Application For:	Combination or re-
City, State, Zip:		combination of previously
Phone:		platted lots

Additional Comments

REMAINDER OF SUBDIVISION IS OUTSIDE CITY LIMITS

I do hereby certify that the information contained herein is true and correct.

Brandon Williams	05/06/2022
Name	Date

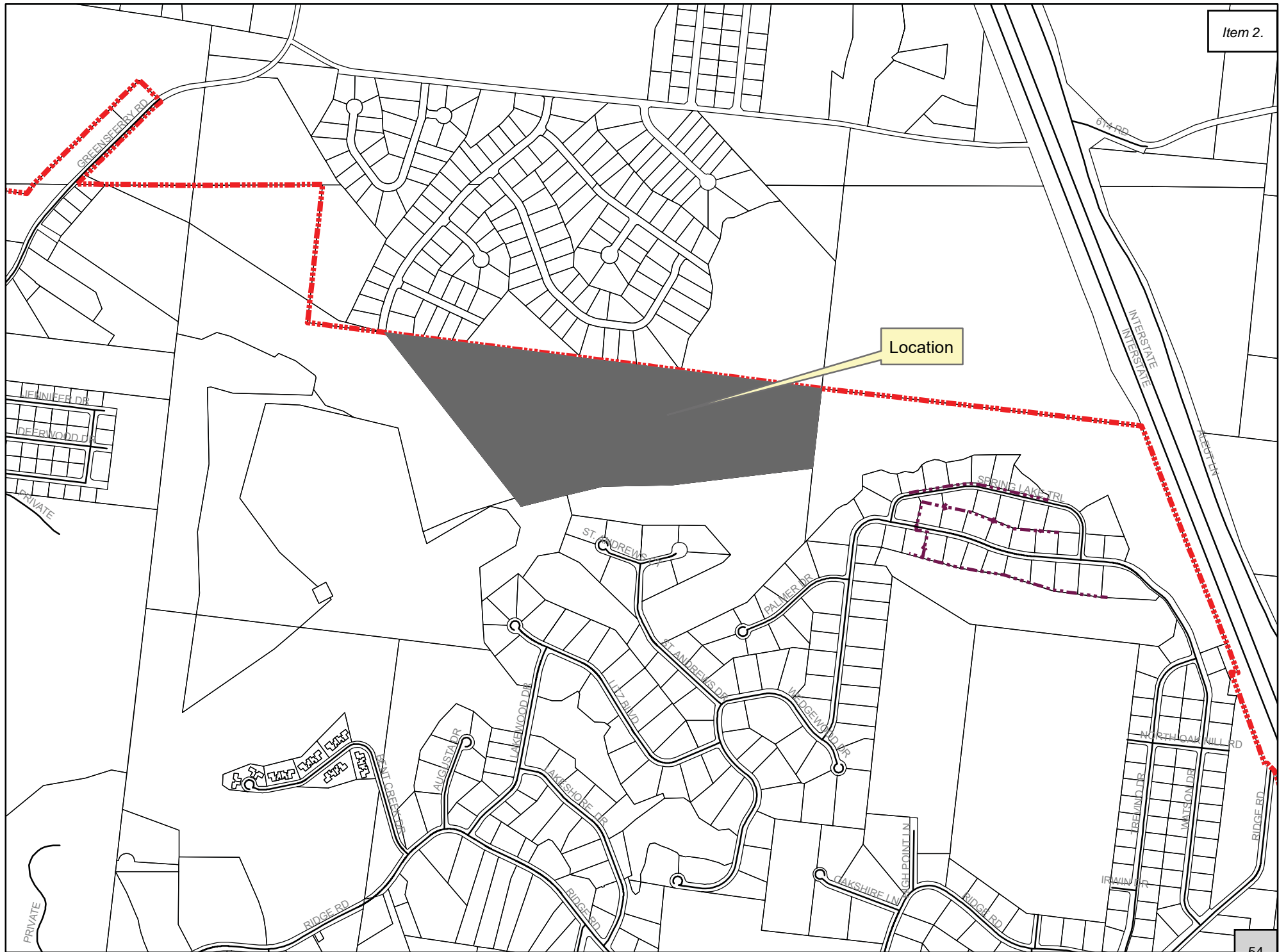


**Savers Farm Phase 8**

PART OF U.S.P. SURVEY 318, TOWNSHIP 31 NORTH, RANGE 13 EAST OF THE FIFTH PRINCIPAL MERIDIAN IN THE CITY OF JACKSON, COUNTY OF CAPE GIRARDEAU, STATE OF MISSOURI, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 48 OF SAVERS FARMS SUBDIVISION PHASE 2 AMENDED AS RECORDED IN DOCUMENT NUMBER 2017-06303 IN THE LAND RECORDS OF THE CAPE GIRARDEAU COUNTY MISSOURI RECORDER'S OFFICE; THENCE ALONG THE SOUTH LINE OF SAID LOT 48, SOUTH 83 DEGREES 09 MINUTES 20 SECONDS EAST 520.62 FEET TO THE SOUTHEAST CORNER OF LOT 107 OF SAVERS FARM SUBDIVISION PHASE 3 AS RECORDED IN DOCUMENT 2018-06450 IN THE LAND RECORDS OF THE CAPE GIRARDEAU COUNTY MISSOURI RECORDER'S OFFICE; THENCE SOUTH 83 DEGREES 23 MINUTES 33 SECONDS EAST 741.21 FEET TO A POINT ON THE SOUTH LINE OF SAID SAVERS FARM SUBDIVISION PHASE 3; THENCE ALONG THE SOUTH LINE OF SAID SAVERS FARM SUBDIVISION PHASE 3 SOUTH 82 DEGREES 37 MINUTES 10 SECONDS EAST 656.13 FEET TO THE SOUTHEAST CORNER OF SAID SAVERS FARM SUBDIVISION PHASE 3; THENCE LEAVING SAID SOUTH LINE, SOUTH 18 DEGREES 41 MINUTES 33 SECONDS WEST 61.72 FEET; THENCE SOUTH 86 DEGREES 33 MINUTES 37 SECONDS WEST 75.88 FEET; THENCE SOUTH 67 DEGREES 09 MINUTES 29 SECONDS WEST 165.59 FEET; THENCE SOUTH 22 DEGREES 14 MINUTES 29 SECONDS WEST 70.20 FEET; THENCE SOUTH 02 DEGREES 05 MINUTES 48 SECONDS EAST 78.46 FEET; THENCE SOUTH 17 DEGREES 39 MINUTES 47 SECONDS EAST 462.33 FEET TO A POINT ON THE NORTH LINE OF BENT CREEK GOLF COURSE AS RECORDED IN DOCUMENT NUMBER 2015-09634 IN THE LAND RECORDS OF THE CAPE GIRARDEAU COUNTY MISSOURI RECORDER'S OFFICE; THENCE ALONG SAID NORTH LINE, SOUTH 87 DEGREES 25 MINUTES 44 SECONDS WEST 224.17 FEET; THENCE SOUTH 76 DEGREES 25 MINUTES 44 SECONDS WEST 594.00 FEET; THENCE NORTH 38 DEGREES 12 MINUTES 46 SECONDS WEST 66.12 TO THE SOUTHEAST CORNER OF THE PARCEL RECORDED IN DOCUMENT NUMBER 2022-02685 IN THE LAND RECORDS OF THE CAPE GIRARDEAU COUNTY RECORDER'S OFFICE; THENCE CONTINUE NORTH 38 DEGREES 12 MINUTES 46 SECONDS WEST 1363.88 FEET TO THE POINT OF BEGINNING.

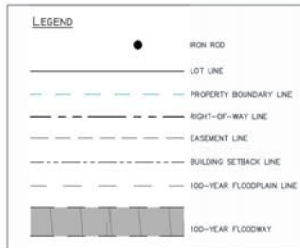
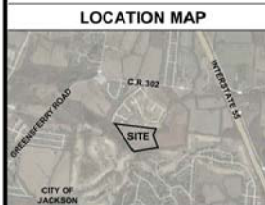
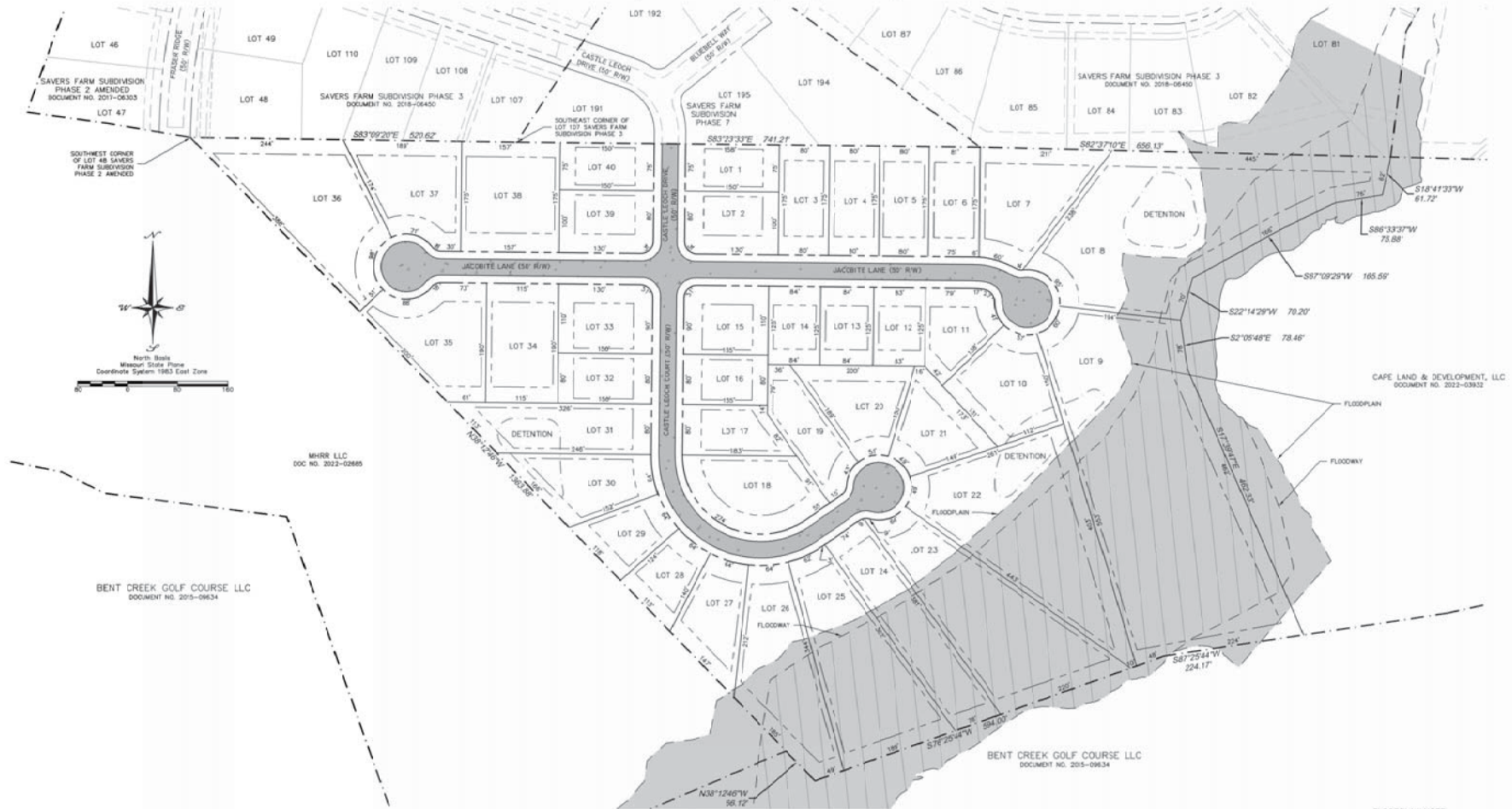
THE HEREIN DESCRIBED TRACT CONTAINS 25.75 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RIGHTS OF WAY, RESTRICTIONS AND LICENSES AFFECTING THE SAME, EITHER WRITTEN OR IMPLIED.



Savers Farm Subdivision Phase 8 (previous phases in county)  
Location Map

# SAVERS FARM SUBDIVISION - PHASE 8

Part of U.S.P. SURVEY 318, Township 31 North Range 13 East of the Fifth Principal Meridian  
in the City of Jackson and County of Cape Girardeau, Missouri.



NOTES	
ZONING: R2 SINGLE FAMILY RESIDENTIAL	OWNER & DEVELOPER: CAPE LAND & DEVELOPMENT, LLC 609 BRANDON WILLIAMS 2985 ROUTIN DRIVE CAPE GIRARDEAU, MO 63701
EASEMENT NOTES: 12' FRONT 10' REAR	PREPARED BY: STRICKLAND ENGINEERING 113 W MAIN STREET SUITE 1 JACKSON, MO 63755 (573) 243-4380
BUILDING SETBACKS: FRONT YARD SETBACK = 30' REAR YARD SETBACK = 10' SIDE YARD SETBACK = 8'	ACCURACY STANDARD: TYPE URBAN
DESIGN STANDARDS: 50' RIGHT-OF-WAY WIDTH 26" WIDE PRIVATE CONCRETE STREETS WITH CURB TO BE MAINTAINED BY THE SAVERS FARM SUBDIVISION HOMEOWNERS ASSOCIATION.	

**FLOODPLAIN NOTE:**  
A PORTION OF THE DESCRIBED TRACT IS LOCATED WITHIN A FLOOD HAZARD ZONE AS SHOWN ON THE FLOOD INSURANCE RATE MAP, COMMUNITY PANEL 29031-0144E.

<b>STRICKLAND ENGINEERING</b> CIVIL - MECHANICAL - ELECTRICAL ENGINEERING - LAND SURVEYING	113 WEST MAIN STREET P.O. BOX 159 JACKSON, MISSOURI 63755 TEL: 573-243-4380 FAX: 573-243-2191
	<b>PRELIMINARY PLAT FOR SAVERS FARM SUBDIVISION PH. 8 CASTLE LEOCH DRIVE JACKSON, MO 63755</b>
	SCALE 1" = 60'
	DATE 6-1-2022
	DRAWN BY MTM CHECKED BY RA/BS PROJECT # 22-074

# Jackson Park Board



June 13, 2022

6:00 pm

Regular Meeting | Civic Center

## Agenda

Board Members Present

Recognition Of Visitors:

Reading Of Previous Meeting Minutes

### Old Business

- 1) Hubble Ford Replacement Bridge Project
- 2) Dog Park Project
- 3) Civic Center Digital Sign
- 4) Soccer Park Field Project

### New Business

- 1) Special Event Permit Application – Independence Day 5K
- 2) Special Event Permit Application – 3 on 3 Basketball Tournament
- 3) American Rescue Funds discussion

Committee Reports

Civic Center Report

Parks & Recreation Director's Report

Adjournment

## Jackson Park Board Meeting

May 9, 2022 - Minutes

Item 3.

Meeting called to order by Darin Pettit at 6:00 PM

**Members Present:** Luke Dry, Shana Williams, Dave Seabaugh, Michelle Flath, Cathy Reiminger, Darin Pettit, Bob Lichtenegger

**Visitors:** Chris Eastridge, Katie Liley – Aldermen Representative Jeff Long – Southeast Missourian

**Reading of the minutes:** Dave made a motion to approve the April Board minutes, Michelle 2nd. Motion was approved by a vote of the Board.

### Old Business:

Hubble Ford Replacement Bridge Project

Construction is in progress with the most notable feature being the bridge footings and some sections of the bridge deck.

Dog Park Project

Tabled at the April Meeting.

Civic Center Digital Sign

Due to easement right-of-way verification being required, an extension for project completion has been approved by the Board of Aldermen

Soccer Park Field Project

Design work continues and donors are being sought to help finance the project.

### New Business:

Special Event Permit Application

Chris shared the details of a request for a concert on Saturday May 14 at the Band Shell featuring Brian Dalton. Motion by Michelle to approve the request, Dave 2nd. Motion approved by a vote of the Board.

Special Event Permit Application

Chris shared the details of a request for a concert on Saturday July 2 at the Band Shell featuring Heartless. Motion by Cathy to approve the request, Michelle 2nd. Motion approved by a vote of Board.

Special Event Permit Application

Chris shared the details of a request to hold a Food Truck Rally on Tuesday May 24 at the Swimming Pool Parking lot being sponsored by Sergio Ramos Realty Team. Motion by Michelle to approve the request, Cathy 2nd. Motion approved by 6 - 1 vote of the Board.

#### Special Event Permit Application

Chris shared the details of a request to hold a filming session on Monday May 23 at Pavilion #3 which on Union Street and the event is in conjunction with the show, Relative Race. Cathy made a motion to approve the request, 2nd by Shana. Motion approved by vote of the Board.

#### 2022 Budget Report

Chris shared the Budget Report for March 2022 and discussion followed.

#### City Park Basketball Court

Josh Lukefahr has been in conversation with several City of Jackson officials about the declining condition of the basketball court in the top of the park. The newspaper article in the Southeast Missourian from May 6 shares information on the story including that Mr. Lukefahr has launched a GoFundMe fundraising campaign. Jason to continue communication with him.

#### Election of Officers

Motion by Dave to nominate Luke Dry for president, no other nominations were received and Luke was approved.

Motion by Luke to nominate Cathy Reiminger for Vice President, no other nominations were received and Cathy was approved.

Motion to nominate Michelle Flath for secretary, no other nominations were received and Michelle was approve.

**Committee Reports:** None at this time.

#### Civic Center

Information was shared by Chris of the addition of “Kids Summer Camps” athletic events. Featuring Sports Camp, Princess Academy, Superhero Camp and Intro to Cheerleading camp. Weekend events have the meeting rooms booked up through the summer. The detached building is in discussion about the bidding process.

#### Park & Recreation Director’s Report

As printed in the agenda packet. Discussion about Park Day followed including doing more advertising and some conflict with other local events.

Motion to adjourn approved by a vote of the Board.

Minutes submitted by: Bob Lichtenegger

## **Parks & Recreation Director Report**

### **Parks**

1. The pool opened on Saturday, May 28. Swim lesson registrations were about half full following the opening weekend.
2. Bootheel Exteriors of Bertrand, Missouri was awarded a contract of \$750 per mowing event for mowing in the City Park for the remainder of 2022. It was determined that contracting out the mowing of the City Park was necessary due to having two staff members out for an extended period of time due to long-term sick leave.
3. A group of summer school students from Jackson Middle School performed volunteer hours in the City Park on Friday, June 10.
4. Potential Eagle Scout, Ryaan Biddle, completed the informational sign project at the Curtis L. Brown Pickleball Complex in Litz Park.

### **Recreation**

1. Baseball league regular season play continues.
2. The soccer league held its annual spring all-star tournament April 22-24.
3. The Rockin' the Rock Garden series kicked off with Jessie Ritter on Friday, June 3. Over 200 people were in attendance. The June 10 concert featured Jen Friend and Trevor Finlay

#### Upcoming Concerts:

June 17           Dalanie Taylor

June 24           Hurricane Ruth and Doug E. Rees

Each concert will begin at 7:30 pm in the Rock Garden.





June 14, 2022

Kent Peetz  
Director of Public Works  
City of Jackson  
101 Court Street  
Jackson, MO 63755

RE: Recommendation of Award  
Mary Street Bridge and Sidewalk Improvements  
Project No. SC20-1186

Dear Mr. Peetz,

This letter is to advise you that Cochran has reviewed the bids the City received on the above-referenced project. There were three (3) bids received. After careful consideration and analysis of the bid tabulation, it is our recommendation that the City of Jackson award the above referenced project to Putz Construction, LLC. Their bid was the lowest bid received and they appear to be a responsible firm and capable of performing the work associated with the project. A review of the required paperwork and bonds submitted with the bid revealed that everything is in compliance with the terms outlined in the Bid Proposal.

There was a minor mathematical error in Putz Constructions bid of eight cents. This error is negligible and did not affect our recommendation. The price submitted by Putz Construction, LLC was \$1,643,870.58, which is 4.6% above the engineer's estimate for the project. Industry wide, current bid results are indicating a large increase in construction costs due to higher material costs, increased labor costs, labor shortages, increased fuel costs and higher than normal inflation. Recently, these increases have resulted in costs approximately 25-35 % higher than normal, so we believe the bids in this case were competitive. From past experiences, we do not believe rebidding the project will result in lower unit prices.

The Bid Tabulation with the Engineer's estimate has been included with this letter. Please let me know if you have any questions or require any additional information.

Sincerely,

Michael D. Spalding  
Senior Project Manager

Project Name: Mary Street Bridge and Sidewalk Improvements  
 Sponsor: Jackson, Missouri  
 Cochran #: SC20-1186  
 Bid Date: June 1, 2022



Bid No.	Spec. No.	Description	Unit	Quantity	Engineer		Putz Construction		C-Hill Civil Contractors		Fronabarger Concreters	
					Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
1	2013000	Clearing and Grubbing	LS	1	\$5,000.00	\$5,000	\$15,000.00	\$15,000	\$6,500.00	\$6,500	\$10,000.00	\$10,000
2	2022010	Removal of Improvements	LS	1	\$20,000.00	\$20,000	\$45,000.00	\$45,000	\$8,750.00	\$8,750	\$45,000.00	\$45,000
3	2035000	Unclassified Excavation	LS	1	\$5,000.00	\$5,000	\$6,000.00	\$6,000	\$42,800.00	\$42,800	\$25,000.00	\$25,000
4	2035500	Embankment in Place	CY	3,000	\$15.00	\$45,000	\$25.00	\$75,000	\$24.50	\$73,500	\$30.00	\$90,000
5	3040504	Type 1 Aggregate For Base (8")(Roadway)	SY	1,024	\$10.00	\$10,240	\$15.00	\$15,360	\$13.00	\$13,312	\$12.00	\$12,288
6	3105002	Gravel (A) or Crushed Stone (B)	TON	12	\$100.00	\$1,200	\$30.00	\$360	\$58.00	\$696	\$35.00	\$420
7	4011208	Bituminous Pavement Mixture (BP-2) (Surface Course) (2")	TON	181	\$120.00	\$21,720	\$110.00	\$19,910	\$103.00	\$18,643	\$100.00	\$18,100
8	4011209	Bituminous Pavement Mixture PG64-22 (BP-1) (2")	TON	116	\$120.00	\$13,920	\$113.61	\$13,179	\$106.50	\$12,354	\$105.00	\$12,180
9	4020520	Bituminous Pavement Mixture PG64-22 (BASE) (Base)(3")(Two Lifts)	TON	346	\$120.00	\$41,520	\$81.30	\$28,130	\$85.00	\$29,410	\$75.00	\$25,950
10	6062401	Thrie Beam Rail (Curved to 13' radius)	LF	25	\$50.00	\$1,250	\$330.00	\$8,250	\$75.00	\$1,875	\$300.00	\$7,500
11	6062303	Asymmetrical Transition Section, 6.5 Ft. Posts	EA	1	\$700.00	\$700	\$1,980.00	\$1,980	\$600.00	\$600	\$1,800.00	\$1,800
12	6063025	Type A Crashworthy End Terminal (TL-2, 25')	EA	1	\$3,000.00	\$3,000	\$3,960.00	\$3,960	\$3,450.00	\$3,450	\$3,600.00	\$3,600
13	6063026	End Shoe (fishtail) for Thrie Beam Rail	EA	3	\$200.00	\$600	\$550.00	\$1,650	\$200.00	\$600	\$500.00	\$1,500
14	6085000	Concrete Approach, 7" (Remove and Replace)	SF	2,928	\$8.00	\$23,424	\$8.25	\$24,156	\$15.50	\$45,384	\$10.00	\$29,280
15	6091053	Concrete Rolled Curb and Gutter, 4" (Variable Width)	LF	200	\$25.00	\$5,000	\$35.00	\$7,000	\$47.00	\$9,400	\$35.00	\$7,000
16	6091012	Concrete Vertical Curb and Gutter (18" gutter)	LF	135	\$25.00	\$3,375	\$35.00	\$4,725	\$63.00	\$8,505	\$35.00	\$4,725
17	6091012	Concrete Vertical Curb, 6"	LF	73	\$20.00	\$1,460	\$35.00	\$2,555	\$79.50	\$5,804	\$35.00	\$2,555
18	6143020	Storm Sewer Structure (Curb Inlet)	EA	2	\$3,000.00	\$6,000	\$5,000.00	\$10,000	\$5,500.00	\$11,000	\$3,650.00	\$7,300
19	JSP	Remove, Preserve and Install or Replace Parking Bumpers	EA	11	\$200.00	\$2,200	\$150.00	\$1,650	\$220.00	\$2,420	\$175.00	\$1,925
20	6181000	Mobilization	LS	1	\$100,000	\$100,000	\$80,000	\$80,000	\$68,870	\$68,870	\$335,000	\$335,000
21	7261018	Storm Sewer 18" RCP	LF	120	\$100.00	\$12,000	\$95.00	\$11,400	\$99.00	\$11,880	\$90.00	\$10,800
Sub-Total Roadway Items						322,609.00		375,264.56		375,752.50		651,923.00

Project Name: Mary Street Bridge and Sidewalk Improvements  
 Sponsor: Jackson, Missouri  
 Cochran #: SC20-1186  
 Bid Date: June 1, 2022



Bid No.	Spec. No.	Description	Unit	Quantity	Engineer		Putz Construction		C-Hill Civil Contractors		Fronabarger Concrete	
					Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
22	JSP	Curb Stop	EA	5	\$400.00	\$2,000	\$600.00	\$3,000	\$463.00	\$2,315	\$750.00	\$3,750
23	JSP	Water Meter and Vault (3/4")	EA	5	\$2,500.00	\$12,500	\$1,800.00	\$9,000	\$1,545.00	\$7,725	\$2,500.00	\$12,500
24	JSP	Water Service Line & Connections (3/4")	EA	5	\$1,500.00	\$7,500	\$1,500.00	\$7,500	\$721.00	\$3,605	\$2,500.00	\$12,500
25	JSP	Water Service Line Bore	LF	65	\$65.00	\$4,225	\$30.00	\$1,950	\$31.00	\$2,015	\$75.00	\$4,875
26	JSP	Water Main (8" C900 PVC)	LF	356	\$60.00	\$21,360	\$75.00	\$26,700	\$113.00	\$40,228	\$100.00	\$35,600
27	JSP	8"x8" Tapping Sleeve and Valve	EA	1	\$5,000.00	\$5,000	\$4,500.00	\$4,500	\$6,695.00	\$6,695	\$4,000.00	\$4,000
28	JSP	8" Gate Valve	EA	1	\$1,500.00	\$1,500	\$3,500.00	\$3,500	\$3,090.00	\$3,090	\$2,000.00	\$2,000
29	JSP	Cut & Cap Existing Water Main & Repair Pavement	EA	1	\$1,500.00	\$1,500	\$2,000.00	\$2,000	\$1,236.00	\$1,236	\$4,000.00	\$4,000
30	JSP	Fire Hydrant Assembly including valve	EA	1	\$4,000.00	\$4,000	\$8,000.00	\$8,000	\$7,725.00	\$7,725	\$5,500.00	\$5,500
Sub-Total Water Line Items						<b>59,585.00</b>		<b>66,150.00</b>		<b>74,634.00</b>		<b>84,725.00</b>
31	JSP	Sanitary Sewer 8" PVC	LF	107	\$50.00	\$5,350	\$60.00	\$6,420	\$155.00	\$16,585	\$120.00	\$12,840
32	JSP	Connection to Existing Manhole (8")	EA	3	\$1,500.00	\$4,500	\$2,000.00	\$6,000	\$7,210.00	\$21,630	\$2,000.00	\$6,000
33	JSP	Sanitary Sewer 18" PVC	LF	49	\$90.00	\$4,410	\$115.00	\$5,635	\$258.00	\$12,642	\$300.00	\$14,700
34	JSP	Adjust to Grade Sanitary Manhole	VF	4.9	\$500.00	\$2,450	\$400.00	\$1,960	\$1,030.00	\$5,047	\$1,250.00	\$6,125
35	JSP	Sanitary Sewer Structure (4' Dia. Manhole)	EA	2	\$5,000.00	\$10,000	\$5,500.00	\$11,000	\$8,240.00	\$16,480	\$4,500.00	\$9,000
Sub-Total Sanitary Sewer Items						<b>\$26,710.00</b>		<b>\$31,015.00</b>		<b>\$72,384.00</b>		<b>\$48,665.00</b>
36	6161005	Construction Signs	SF	144.5	\$15.00	\$2,168	\$10.50	\$1,517	\$9.00	\$1,301	\$10.00	\$1,445
37	6161031	Type III Moveable Barricade with Lights	EA	11	\$400.00	\$4,400	\$264.00	\$2,904	\$231.00	\$2,541	\$225.00	\$2,475
38	6161099	Changeable Message Sign With Communication Interface, Contractor Furnished, Contractor Retained	EA	2	\$4,000.00	\$8,000	\$3,850.00	\$7,700	\$3,605.00	\$7,210	\$3,500.00	\$7,000
39	6169902	Crosswalk Sign With Arrow (W11-2)(W16-7pL)	EA	2	\$600.00	\$1,200	\$82.50	\$165	\$67.00	\$134	\$450.00	\$900
40	6200015	Pavement Marking Mid Block Crossing (24" x 72") (White Preformed Thermoplastic)	LF	210	\$12.00	\$2,520	\$28.60	\$6,006	\$22.00	\$4,620	\$25.00	\$5,250
41	6205901A	Pavement Marking 4 In. White and Yellow (High Build Waterborne) Type L Beads	LF	1,066	\$2.00	\$2,132	\$2.48	\$2,644	\$2.00	\$2,132	\$2.00	\$2,132
42	6206124A	Pavement Marking - Stop Bars 24" - Yellow (Acrylic Waterborne)	LF	25.5	\$10.00	\$255	\$14.30	\$365	\$10.50	\$268	\$25.00	\$638
43	9031200	Sign Relocation on New Post	EA	8	\$500.00	\$4,000	\$1,320.00	\$10,560	\$77.25	\$618	\$450.00	\$3,600
Sub-Total Signing/Striping/Signal Items						<b>\$24,674.50</b>		<b>\$31,860.58</b>		<b>\$18,823.25</b>		<b>\$23,439.50</b>

Project Name: Mary Street Bridge and Sidewalk Improvements  
 Sponsor: Jackson, Missouri  
 Cochran #: SC20-1186  
 Bid Date: June 1, 2022



Bid No.	Spec. No.	Description	Unit	Quantity	Engineer		Putz Construction		C-Hill Civil Contractors		Fronabarger Concreters	
					Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
44	6071066	Pedestrian Fence (42")	LF	132	\$150.00	\$19,800	\$264.00	\$34,848	\$240.50	\$31,746	\$265.50	\$35,046
45	6081012	Detectable Warning Device	SF	102	\$25.00	\$2,550	\$25.00	\$2,550	\$41.50	\$4,233	\$25.00	\$2,550
46	6086000	Concrete Sidewalk, 4" Thick	SF	6,588	\$5.00	\$32,940	\$6.25	\$41,175	\$7.15	\$47,104	\$10.00	\$65,880
47	6086000	Concrete Sidewalk, 4" (Thickened for Fence)	SF	520	\$6.00	\$3,120	\$7.50	\$3,900	\$11.50	\$5,980	\$12.00	\$6,240
48	6086000	Concrete Sidewalk, 6" Thick	SF	990	\$6.50	\$6,435	\$8.00	\$7,920	\$18.50	\$18,315	\$20.00	\$19,800
49	6086000	Concrete Sidewalk, 8" Thick	SF	590	\$7.00	\$4,130	\$12.50	\$7,375	\$25.00	\$14,750	\$22.00	\$12,980
50	6086000	Concrete Curb Ramp, 6" Thick	SF	626	\$8.00	\$5,008	\$9.75	\$6,104	\$33.00	\$20,658	\$20.00	\$12,520
51	6086100	Concrete Steps with Handrail	EA	14	\$500.00	\$7,000	\$593.00	\$8,302	\$1,075.00	\$15,050	\$550.00	\$7,700
52	7034009	Retaining Wall, 8" Type A	SF	300	\$60.00	\$18,000	\$31.25	\$9,375	\$68.00	\$20,400	\$85.00	\$25,500
53	7034009	Retaining Wall, 6" Type B	SF	400	\$60.00	\$24,000	\$32.00	\$12,800	\$58.00	\$23,200	\$80.00	\$32,000
54	7034009	Retaining Wall, 8" Type C	SF	195	\$60.00	\$11,700	\$87.00	\$16,965	\$105.00	\$20,475	\$125.00	\$24,375
55	7201001	Block Retaining Wall Type D	SF	461	\$60.00	\$27,660	\$60.00	\$27,660	\$60.00	\$27,660	\$65.00	\$29,965
56	8051000A	Seeding - Cool Season Mixtures	LS	1	\$8,000.00	\$8,000	\$8,000.00	\$8,000	\$8,750.00	\$8,750	\$7,500.00	\$7,500
Sub-Total Bicycle / Pedestrian / Landscaping / Streetscaping Items						\$170,343.00		\$186,973.50		\$258,321.20		\$282,056.00

Project Name: Mary Street Bridge and Sidewalk Improvements

Sponsor: Jackson, Missouri

Cochran #: SC20-1186

Bid Date: June 1, 2022



Bid No.	Spec. No.	Description	Unit	Quantity	Engineer		Putz Construction		C-Hill Civil Contractors		Fronabarger Concreters	
					Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
57	2061000	Class 1 Excavation	CY	460	\$40.00	\$18,400	\$35.00	\$16,100	\$20.00	\$9,200	\$17.40	\$8,004
58	2061000	Class 1 Excavation in Rock	CY	40	\$250.00	\$10,000	\$120.00	\$4,800	\$75.00	\$3,000	\$134.50	\$5,380
59	2160500	Removal of Low Water Crossing	EA	1	\$50,000.00	\$50,000	\$14,000.00	\$14,000	\$15,000.00	\$15,000	\$21,500.00	\$21,500
60	5031010	Bridge Approach Slabs	SY	177.8	\$280.00	\$49,784	\$226.00	\$40,183	\$265.00	\$47,117	\$315.00	\$56,007
61	6071066	Pedestrian Fence (72")	LF	263	\$200.00	\$52,600	\$250.00	\$65,750	\$313.00	\$82,319	\$325.00	\$85,475
62	6113021	Furnishing Type 2 Rock Blanket	TON	700	\$35.00	\$24,500	\$35.00	\$24,500	\$20.00	\$14,000	\$23.00	\$16,100
63	6113041	Placing Type 2 Rock Blanket	TON	700	\$35.00	\$24,500	\$35.00	\$24,500	\$12.00	\$8,400	\$31.50	\$22,050
64	6240103A	Permanent Erosion Control Geotextile - Class 1	SY	600	\$4.00	\$2,400	\$2.50	\$1,500	\$3.00	\$1,800	\$2.80	\$1,680
65	7032003	Class B Concrete (Substructure)	CY	176.9	\$1,500.00	\$265,350	\$1,115.00	\$197,244	\$744.00	\$131,614	\$880.00	\$155,672
66	7034221	Waterproofing membrane and sealer (under asphalt)	SY	381.3	\$80.00	\$30,504	\$42.80	\$16,320	\$35.00	\$13,346	\$57.50	\$21,925
67	7134000	Bridge Guard Rail (Thrie-Beam)	LF	250	\$260.00	\$65,000	\$265.00	\$66,250	\$168.00	\$42,000	\$265.00	\$66,250
68	7056059	30", Prestressed Concrete Adjacent Box Beam	LF	920	\$350.00	\$322,000	\$467.75	\$430,330	\$475.00	\$437,000	\$500.00	\$460,000
69	7101000	Reinforcing Steel (Epoxy Coated)(Grade 60)	LB	28,230	\$1.70	\$47,991	\$1.70	\$47,991	\$2.05	\$57,872	\$2.50	\$70,575
70	7161001	Plain Neoprene Bearing Pad	LF	80	\$50.00	\$4,000	\$39.25	\$3,140	\$57.00	\$4,560	\$92.00	\$7,360
Sub-Total Bridge Items						<u>\$967,029.00</u>		<u>\$952,606.94</u>		<u>\$867,226.60</u>		<u>\$997,977.75</u>
Total Base Bid						<u>\$1,570,950.50</u>	<u>\$1,643,870.58</u>	<u>\$1,643,870.50</u>		<u>\$1,667,141.55</u>		<u>\$2,088,786.25</u>



# City of Jackson

TO: Mayor and Board of Aldermen

CC: Jim Roach, City Administrator

FROM: Anna Bergmark, City Engineer

DATE: June 16, 2022

RE: 2022 Asphalt Pavement Improvement Program Bid Tabulations

Attached you will find the bid tabulation for the 2022 Asphalt Pavement Improvement Program. Due to uncertainty in current asphalt prices as well as the coordination required with the County, two of the roadways were bid as alternates.

Staff recommends awarding both the base bid and the two alternates to Paving Pros Inc, for \$346,960.80

2022 Asphalt Pavement Program  
 Bid Opening: June 9, 2022 10 am  
 Opened By: Anna Bergmark  
 Witnessed By: Kent Peetz

BASE BID				ENGINEER'S ESTIMATE		JOKERST		PAVING PROS	
ITEM	DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
101	Milling	9,469	SY	\$5.00	\$47,346.00	\$4.50	\$42,611.40	\$10.00	\$94,692.00
102	Excavation	209	CY	\$60.00	\$12,552.00	\$63.65	\$13,315.58	\$40.00	\$8,368.00
103	Aggregate	237	TON	\$43.00	\$10,203.90	\$35.70	\$8,471.61	\$32.00	\$7,593.60
104	Tack Coat	511	GAL	\$6.00	\$3,067.20	\$6.25	\$3,195.00	\$4.75	\$2,428.20
105	Asphalt	1,194	TON	\$107.00	\$127,715.20	\$131.76	\$157,268.74	\$101.00	\$120,553.60
BASE BID No. 1 TOTAL:					\$200,884.30	\$224,862.33		\$233,635.40	

**Alternate Bid 1 - North Farmington**

ITEM	DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
201	Milling	0	SY	\$5.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00
202	Excavation	391	CY	\$60.00	\$23,478.00	\$71.15	\$27,841.00	\$40.00	\$15,652.00
203	Aggregate	444	TON	\$43.00	\$19,083.40	\$42.13	\$18,697.29	\$32.00	\$14,201.60
204	Tack Coat	70	GAL	\$6.00	\$422.40	\$5.25	\$369.60	\$4.75	\$334.40
205	Asphalt	306	TON	\$107.00	\$32,784.80	\$89.00	\$27,269.60	\$120.00	\$36,768.00
ALT NO 1 TOTAL:					\$75,768.60	\$74,177.49		\$66,956.00	

**Alternate Bid 2 - Oak Hill**

ITEM	DESCRIPTION	EST. QTY.	UNITS	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
301	Milling	0	SY	\$5.00	\$0.00	\$0.00	\$0.00	\$10.00	\$0.00
302	Excavation	271	CY	\$60.00	\$16,260.00	\$103.61	\$28,078.31	\$40.00	\$10,840.00
303	Aggregate	307	TON	\$43.00	\$13,213.90	\$49.84	\$15,315.83	\$32.00	\$9,833.60
304	Tack Coat	49	GAL	\$6.00	\$292.80	\$5.25	\$256.20	\$4.75	\$231.80
305	Asphalt	212	TON	\$107.00	\$22,705.40	\$148.73	\$31,560.51	\$120.00	\$25,464.00
ALT NO 2 TOTAL:					\$52,472.10	\$75,210.85		\$46,369.40	

TOTAL BID PRICE (BASE BID):					\$200,884.30	\$224,862.33		\$233,635.40	
TOTAL BID PRICE (BASE BID + ALT 1):					\$276,652.90	\$299,039.82		\$300,591.40	
TOTAL BID PRICE (BASE BID + ALT 1 + ALT 2):					\$329,125.00	\$374,250.66		\$346,960.80	





# City of Jackson

TO: Mayor and Board of Aldermen

CC: Jim Roach, City Administrator

FROM: Anna Bergmark, City Engineer

DATE: June 16, 2022

RE: North High St. (HWY 61) and Deerwood Dr. Roundabout Consultant Selection

On May 11, 2022 City Staff advertised a Request for Qualifications (RFQ) for the North High Street (Highway 61) and Deerwood Drive Roundabout project. Seven companies submitted qualification packages for consideration. The selection committee rated the companies using the MoDOT required selection process and determined the Lochmueller Group would be the preferred design consultant.

I would like to request permission to proceed with negotiating a contract with the Lochmueller group for the design of the North High St. (HWY 61) and Deerwood Dr. Roundabout Project.



# City of Jackson

TO: Mayor and Board of Aldermen

CC: Jim Roach, City Administrator

FROM: Anna Bergmark, City Engineer

DATE: June 16, 2022

RE: Task Order No 5 Amendment for MS4 Program Support

Attached to this memo is a revised proposal from HR Green for Task Order No 5. The original Task Order, approved on 3/1/2021 included a scope of services that focused on reviewing the existing City Ordinances for consistency with the City's Stormwater Management Plan (SWMP), determining the cost of stormwater work currently being done by the City of Jackson, and researching funding options available to the City. The total amount approved on the original task order was \$15,950.00.

Due to DNR's determination that the City of Jackson would be under the Comprehensive Permit resulting in more significant changes to the SWMP than originally anticipated, staff requested that HR Green revise the scope of services to better fit the immediate needs. The work proposed in this revised scope of services will provide the research and recommendations that staff needs to carry out the requirements in the Comprehensive Permit. The total amount of the revised Task Order No 5 would be \$16,973.00, a net increase of \$1,023.00



▷ 16020 Swingley Ridge Road | Suite 205 | Chesterfield, MO 63017  
Main 636.519.0990 + Fax 636.519.0996

▷ [HRGREEN.COM](http://HRGREEN.COM)

June 14, 2022

Ms. Anna Bergmark, PE  
City Engineer  
City of Jackson  
101 Court Street  
Jackson, MO 63755

RE: Task Order 5 – Ordinance Review and MCM 5 Review  
HR Green Project # 171370

Dear Anna:

We have finished Task Order 4, preparation of a revised Stormwater Management Plan (SWMP) to be consistent with the new permit for your Municipal Separate Storm Sewer System (MS4) program. Thank you for the opportunity to support MS4 program.

As you requested, the attached scope of services for Task Order 5 will focus on changes to make the ordinances consistent with the new Municipal Separate Storm Sewer System permit.

We look forward to working with you.

Sincerely,

**HR GREEN, INC**

A handwritten signature in black ink, reading 'Josiah Holst'.

**Josiah Holst, PE, CFM**  
Senior Project Manager – Water Resources

A handwritten signature in black ink, reading 'Garry Aronberg'.

**Garry Aronberg, PE, CFM**  
Senior Engineer – Water Resources

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## Project Understanding

Previous task orders focused on meeting permit requirements for the MS4 program, particularly the new permit. The next task order will address updating ordinances to be consistent with the most recent MS4 permit and SWMP.

## Scope of Services

### Ordinance Review

HR Green will work with City staff to review current Ordinance Sections 21 and 55 to identify inconsistency and gaps with the MS4 permit, SWMP, and other City stormwater policies. HR Green will identify examples of ordinances that would make City Code consistent with the MS4 permit, SWMP, and City policies. Ordinance changes may refer to the MS4 permit, SWMP, and City policy documents in lieu of details embedded in ordinance.

### Identify Post-Construction Stormwater Quality Features for MCM 5

HR Green will work closely with City officials to identify post-construction water quality features to meet Minimum Control Measure 5 (MCM 5) that can be incorporated into the SWMP and ordinances. HR Green will identify existing design manuals and guidelines that can be incorporated by reference into the City's SWMP, policies, and ordinances. This task order does not include developing stand-alone City design manual or guidelines.

### Deliverables

HR Green will submit memorandum reports that detail changes to Ordinance Sections 21 and 55 to make those ordinances consistent with the MS4 permit, SWMP, and City policies. The reports will address water quality features that are required by MCM 5 of the MS4 permit. The memorandum reports will be guidance for ordinance preparation by a city attorney and changes to the SWMP by City officials.

HR Green will attend one meeting in City Hall to review deliverables. HR Green will attend other phone meetings as necessary.

This task order does not include preparation of ordinances or changes to the SWMP or changes to written City policy documents.

### Project Management, Administration, and Quality Assurance

HR Green will provide the necessary resources to manage the project, and to prepare and submit invoicing and ancillary documents on a monthly basis.



### Excluded Work

Not included in this task order is extensive record gathering in City offices, storm sewer mapping, capital improvement planning, staffing level suggestions, specific ordinance revision text, or organizational planning.

### Estimated Schedule

Task Order No. 5 will be completed on a mutually agreed schedule.

### Estimated Fee

Refer to the attached Fee Proposal for a work breakdown structure that includes a summary of estimated hours and fees by Scope of Services tasks.

HR GREEN - WORK BREAKDOWN STRUCTURE (WBS)													
PROJECT NAME: Task Order 5 Stormwater Ordinance Review													
PROJECT NUMBEF171370 - T.O. #5 - Revised													
CLIENT: City of Jackson													
CLIENT CONTACT: Anna Bergmark, PE													
PROJECT MANAGE Garry Aronberg													
TOTAL HOURS								96	4	22	70		
TOTAL LABOR COST								\$ 16,856	\$ 940	\$ 4,576	\$ 11,340		
TOTAL COSTS								\$ 16,856	\$ 117	\$ -	\$ 16,973		
% OF TOTAL LABOR COST									0.06	0.27	0.67	\$ 0.59	
Task	DESCRIPTION OF TASK	Task Start Date	Task End Date	Labor Task Total	ODC Task Total	Subs Task Total	Task Total	Staff >>>>>>>	Holst*	Aronberg*	Keeven*	EXPENSES	
								EARNED VALUE TO DATE	SR PROJ MGR	SR PROJ ENG	PROJ ENG	Mileage Auto	
												Unit	Total
171370.05-1	PROJECT MANAGEMENT, ADMINISTRATION, QUALITY CONTROL			\$ 3,668.00	\$ -	\$ -	\$ 3,668.00	\$ -	4	10	4		
171370.05-1.10	Project Management and Startup			\$ 832.00	\$ -	\$ -	\$ 832.00			4			\$ -
171370.05-1.20	Project meetings by phone			\$ 740.00	\$ -	\$ -	\$ 740.00			2	2		
171370.05-1.30	Quality Control			\$ 2,096.00	\$ -	\$ -	\$ 2,096.00		4	4	2		
171370.05-1.40				\$ -	\$ -	\$ -	\$ -						\$ -
171370.05-2	ORDINANCE REVIEW & MCM 5 REVIEW			\$ 13,188.00	\$ 117.00	\$ -	\$ 13,305.00	\$ -	0	12	66	0	117.00
171370.05-2.10	Ordinances: Identify inconsistencies between the MS4 Stormwater Management Plan and the City code. Identify stormwater sections to consolidate into Chapter 21.			\$ 972.00	\$ -	\$ -	\$ 972.00				6		\$ -
171370.05-2.20	Identify post-construction features to meet SWMP MCM 5 (stormwater quality for new development and redevelopment)			\$ 6,664.00	\$ -	\$ -	\$ 6,664.00			4	36		\$ -
171370.05-2.30	Memo reports to outline ordinance changes, SWMP changes, policy changes.			\$ 3,748.00	\$ -	\$ -	\$ 3,748.00			4	18		\$ -
171370.05-2.35	City Review & Meeting			\$ 740.00	\$ 117.00	\$ -	\$ 857.00			2	2	200	\$ 117.00
171370.05-2.40	Revisioins to address City review comments			\$ 1,064.00	\$ -	\$ -	\$ 1,064.00			2	4		\$ -