

CITY OF JACKSON MAYOR & BOARD OF ALDERMEN STUDY SESSION Tuesday, September 06, 2022 at 6:30 PM Board Chambers, City Hall, 101 Court St.

AGENDA

DISCUSSION ITEMS

- 1. Discussion of the American Rescue Plan Act (ARPA) Funds
- 2. UJRO Design Committee's signage proposal
- 3. Memorandum of understanding for Savers Farm Subdivision, Phases 8 & 9
- 4. Update on the Emergency Operations Plan
- 5. Update on the East Main Street Sidewalk Connection Project
- 6. Governor's Transportation Cost Share Program grant opportunity
- 7. Adoption of 2021 International Residential Code (IRC) Appendix AQ: Tiny Houses
- 8. Previously tabled items (unspecified)
- 9. Additional items (unspecified)

Posted on 09/02/2022 at 04:00 PM.

MEMO



- **TO:** Mayor Hahs and Members of the Board of Aldermen
- FROM: Janet Sanders, Building & Planning Manager
- **DATE:** August 31, 2022

SUBJECT: Memorandum of Understanding – Savers Farm Subdivision Phases 8 & 9

City staff has developed a draft Memorandum of Understanding for the development of the two phases of Savers Farm Subdivision proposed within the city limits. As you know, the remainder of Savers Farm Subdivision and access to the subdivision are outside the city limits.

The developer has returned the draft Memorandum of Understanding with their mark-ups and it is attached here for your review.

Other mark-ups are related to preferences of the developer. Staff needs guidance on what will be acceptable to the Board of Aldermen in order to reach a final version of this document to present for Board approval.

Please note that the marked-out references to sewer are because there is an accessible city sewer main that can be used to serve this development. At the time the draft was developed by staff, it was still believed that sewers would need to be private.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is made and entered into this ______ day of ______, 2022, by and between *CITY OF JACKSON, MISSOURI, a municipal corporation*, hereinafter referred to as "City," and the *CAPE LAND & DEVELOPMENT, LLC*, hereinafter referred to as "Developer," WITNESSETH:

WHEREAS, the Developer is developing subdivisions known as Savers Farm Subdivision Phase 8 and Savers Farm Subdivision Phase 9 within the City; and

WHEREAS, City street access and certain City utilities are not available within a reasonable distance of these locations, and

WHEREAS, the Developer desires to develop streets and utilities to serve the development; and

WHEREAS, the City desires to cooperate with the Developer to facilitate development of this property; and

WHEREAS, the parties have reached certain agreements concerning the aforesaid project and desire to memorialize the agreement between them in writing.

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein and other good and valuable consideration, the adequacy and sufficiency of which are hereby acknowledged, it is mutually covenanted and agreed as follows:

1. The Developer will plat and develop residential subdivisions within the city limits of Jackson, Missouri, known as Savers Farm Subdivision Phase 8 and Savers Farm Subdivision Phase 9 in accordance with all laws and regulations of the City of Jackson, other than as specifically modified herein. 2. The Developer will construct a private sewage collection and disposal system to adequately serve all lots in the subdivisions, and will provide for ongoing ownership, operation, and maintenance of the sewage collection and disposal system and appurtenant fixtures.

3. The Developer will construct an electric system and street lighting system to adequately to serve the required street lighting system and all lots in the subdivisions with 200 amp service. Electric supplier will be Ameren UE or other public electric utility as regulated by the Missouri Public Service Commission.

4 The Developer will construct a publicly accessible private two-lane street system, designed to serve large emergency vehicles, fully loaded trash trucks, fully loaded concrete trucks, and other heavy equipment used for construction and maintenance of utilities and residential properties.

5. The Developer is not responsible for developing any two-lane bridges or side walks in Phase 8 and Phase 9.

6. The Developer will ensure unrestricted access during construction of Phase 8 and 9 to these subdivisions through the area outside city limits for provided city services, other utility and emergency services, and the public. Developer is not responsible for any access once the subdivision has been constructed and/or developed.

7. The City will have no responsibility for current or future ownership, operation, operational costs, upgrade, repair, or maintenance of the sewer system, street system, electric system, street lighting system, and stormwater infrastructure. The City shall have no responsibility for snow plowing, street sweeping, and removal of dirt, mud, or debris. Dissolution of a homeowner's association responsible for ongoing maintenance of these or other facilities will not commute any of these responsibilities to the City of Jackson.

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8. The Developer will have no responsibility for future ownership, operation, operational costs, upgrade, repair, or maintenance of the street system, electric system, street lighting system, and stormwater infrastructure after Developer transfers the lots in Phase 8 and Phase 9 Savers Farm HOA. to the 7. This Memorandum of Understanding will be recorded with the Cape Girardeau Recorder of Deeds under the names of Savers Farm Subdivision Phase 8 and Savers Farm Subdivision Phase 9 and shall be referenced in private subdivision restrictions for each subdivision.

8. This Memorandum of Understanding contains the entire agreement of the parties and can be altered, amended, or modified only by written instrument executed by both parties. This Memorandum of Understanding sets forth the entire agreement between the parties and no custom, act, forbearance, or words or silence at any time, gratuitous or otherwise, shall impose any additional obligation or liability upon either party or waive or release either party from any default or the performance or fulfillment of any obligation or liability or operate as against either party as a supplement, alteration, amendment, or change of any terms or provisions set forth herein unless set forth in a written instrument duly executed by such party. The failure of either party to exercise any rights or remedies shall not release the other party from its obligations hereunder.

9. This Memorandum of Understanding shall be governed by and construed in accordance with the laws of the State of Missouri.

10. This Memorandum of Understanding shall be binding upon and shall inure to the benefit of the undersigned parties and their respective heirs, legal representatives, distributees, successors, and assigns.

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11. In case any one or more of the provisions contained in this Memorandum of Understanding shall for any reason be held invalid, illegal, or unenforceable in any respects, such invalidity, illegality, or unenforceability shall not affect any other provision hereof, and this Memorandum of Understanding shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

12. The rights and remedies provided by this Memorandum of Understanding are cumulative and the use of any one right or remedy by either party shall not preclude or waive its right to use any or all other available remedies. Said rights and remedies are given in addition to any other rights the parties may have by law, statute, ordinance, or otherwise.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding as of the day and year first above written.

CITY:

CITY OF JACKSON, MISSOURI

Dwain Hahs, Mayor

ATTEST:

Liza Walker, City Clerk

CAPE LAND & DEVELOPMENT, LLC:

Brandon O. Williams Sole Memeber





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Item 3.



Item 3.



Missouri Department of Transportation

Southeast District Mark Croarkin, District Engineer

2675 North Main Street Sikeston, Missouri 63801 573.472.5340 Fax: 573.522.6455 1.888.ASK MODOT (275.6636)

August 15, 2022

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

RE: 2022 Transportation Alternatives Program

Dear Mrs. Bergmark:

Thank you for participating in this round of the Transportation Alternatives Program. The City of Jackson's application was carefully considered by the Southeast District's selection committee, comprised of our Regional Planning Commission and Metropolitan Planning Organization staff.

Congratulations! Your project was selected to receive funding at the requested amount with a total project cost of \$550,038.00 with a total federal funding of \$352,024.32 (64% of \$550,038.00). The official statewide award will be announced on September 30, 2022, as noted in the program guide.

The program agreements will be emailed to the city for signatures once a project number is assigned and the agreements are drafted. Please execute the agreements along with a city ordinance.

If you have any questions, please contact me at 573-380-1658 or by e-mail at christopher.crocker@modot.mo.gov.

Sincerely,

Christopher Crocker Area Engineer

npf



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www.modot.org



City of Jackson

ΜΕΜΟ ΤΟ:	The Honorable Mayor Dwain Hahs and Members of the Board of Aldermen
FROM:	Rodney Bollinger, Director of Administrative Services
DATE:	August 30, 2022
SUBJECT:	East Jackson Boulevard Safety Lighting Project Governor's Transportation Cost Share Program

The purpose of the Governor's Transportation Cost Share Program is to build partnerships with local communities to pool efforts and resources to deliver road and bridge projects. This program is funded with a \$75 million General Revenue appropriation from the General Assembly. Applications opened August 19 and will accepted through September 30. The program provides financial assistance to public and private applicants for public road and bridge projects satisfying a transportation need. Projects will be based on the following criteria:

- Economic Impact
- Transportation Need
- Applicant's Share of Total Project
- Project Readiness

The City staff is proposing to make application for the East Jackson Boulevard Safety Lighting Project. Four previous attempts for grant funding have failed.

Project description: The lighting project will be located on East Jackson Boulevard, from its intersection with K-Land Drive in an easterly direction to Center Junction (Interstate 55). Lights will be installed on both sides of the highway.

Length:	2.3 Miles (12,282 feet)
Number of LED Lights:	125
Height:	40'
Post color:	Black
Cost:	\$1M +

Participation and funding: The City's financial participation is 50% of the total cost to construct the project. The source of local funds is a portion of the City's ARPA allocation.

Expected benefits: The infrastructure will help transform this corridor through Jackson into a well-lit facility that enhances the travel experience for all. The lighting project will improve access and provide increased safety for motorists. Whether it's a family trying to find their vacation destination, a truck driver navigating to and from the sand plant west of Jackson, or an employee returning home from work, a well-lit highway is essential. And the right poles will do more than provide light, they will accent the avenue or highway on which they stand.

Enhanced nighttime economic activity: Public street lighting supports economic growth by increasing the amount of time that people can spend on economic activities such as jobs, entertainment, and meals away from home at night. Research indicates that improved lighting can in fact increase street use after dark which would likely translate into enhanced economic activity. Many more people are willing to be out-of-doors after dark, there is a greater confidence in home and community and a general willingness to see things in a more positive way. Good well-planned lighting on East Jackson Boulevard can make it easier for people to use it after dark.

Status of plans: The plans, specifications, and bid documents are 100% complete and the project is ready to bid out upon MoDOT's obligation of funding after the grant selection process.

Previous grant applications submitted:

April, 2005 - Missouri Department of Transportation (Transportation Enhancement Program)
December, 2008 - Federal Highway Administration (Stimulus Project)
July, 2016 - Missouri Department of Transportation (Missouri Moves Cost Share Program)
May, 2017 - Missouri Department of Transportation (Cost Share Program)

Thanks for your time and consideration of the information. Please contact me should you have any questions regarding this matter.

MEMO



TO: Mayor Hahs and Members of the Board of Aldermen

FROM: Janet Sanders, Building & Planning Manager

DATE: August 30, 2022

SUBJECT: Tiny Houses

Our department has been approached by a resident who would like to install a tiny home on an existing residential lot. We do not have a code that prohibits tiny homes, and the only square footage limitation for dwellings comes from the International Residential Code which requires 120 square feet of habitable space per person. A tiny house that meets all aspects of the 2015 International Building Code could currently be constructed on any existing lot, where it could meet the standard setback and lot coverage requirements, or as part of a Special Use Permit for a community unit plan.

However, the construction design of most tiny homes does not meet certain requirements of the 2015 International Residential Code related to stairway design, emergency egress, and ceiling heights.

If the Board of Aldermen desires to allow tiny homes as a living option within the city which have the typical tiny home features of lower ceilings, loft sleeping, and ship ladder stairways, the attached Appendix AQ from the 2021 International Residential Code would need to be adopted. If this appendix is adopted, staff recommends excluding Section AQ106 (Energy Conservation) since we have not adopted any edition of the International Energy Code.

Attached is the 2021 International Residential Code Appendix AQ. Appendices for Tiny Houses did not come into existence until the 2018 version of the ICC Codes.

Tiny Houses meet the ICC and city zoning definitions for dwelling units and do not meet the definitions for manufactured homes unless built on a chassis.

APPENDIXAQ TINY HOUSES

The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.

User note:

About this appendix: Appendix AQ relaxes various requirements in the body of the code as they apply to houses that are 400 square feet in area or less. Attention is specifically paid to features such as compact stairs, including stair handrails and headroom, ladders, reduced ceiling heights in lofts and guard and emergency escape and rescue opening requirements at lofts.

SECTION AQ101 GENERAL

AQ101.1 Scope.

This appendix shall be applicable to *tiny houses* used as single *dwelling units*. *Tiny houses* shall comply with the 2015 International Residential Code except as otherwise stated in this appendix.

SECTION AQ102 DEFINITIONS

AQ102.1 General.

The following words and terms shall, for the purposes of this appendix, have the meanings shown herein. Refer to Chapter 2 of the 2015 International Residential Code for general definitions.

EGRESS ROOF ACCESS WINDOW. A *skylight* or roof window designed and installed to satisfy the emergency escape and rescue opening requirements of Section <u>R310.2</u>.

LANDING PLATFORM. A landing provided as the top step of a stairway accessing a loft.

LOFT. A floor level located more than 30 inches (762 mm) above the main floor, open to the main floor on one or more sides with a ceiling height of less than 6 feet 8 inches (2032 mm) and used as a living or sleeping space.

TINY HOUSE. A dwelling that is 400 square feet (37 m²) or less in floor area excluding lofts.

SECTION AQ103 CEILING HEIGHT

AQ103.1 Minimum ceiling height.

Habitable space and hallways in *tiny houses* shall have a ceiling height of not less than 6 feet 8 inches (2032 mm). Bathrooms, toilet rooms and kitchens shall have a ceiling height of not less than 6 feet 4 inches (1930 mm). Obstructions including, but not limited to, beams, girders, ducts and lighting, shall not extend below these minimum ceiling heights.

Exception: Ceiling heights in *lofts* are permitted to be less than 6 feet 8 inches (2032 mm).

SECTIONAQ104 LOFTS

AQ104.1 Minimum loft area and dimensions.

Lofts used as a sleeping or living space shall meet the minimum area and dimension requirements of Sections AQ104.1.1 through AQ104.1.3.

AQ104.1.1 Minimum area.

AQ104.1.2 Minimum horizontal dimensions.

Lofts shall be not less than 5 feet (1524 mm) in any horizontal dimension.

AQ104.1.3 Height effect on loft area.

Portions of a *loft* with a sloped ceiling measuring less than 3 feet (914 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the loft. See Figure AQ104.1.3.

Exception: Under gable roofs with a minimum slope of 6 units vertical in 12 units horizontal (50-percent slope), portions of a *loft* with a sloped ceiling measuring less than 16 inches (406 mm) from the finished floor to the finished ceiling shall not be considered as contributing to the minimum required area for the *loft*.



For SI: 1 foot = 304.8 mm.

FIGURE AQ104.1.3 HEIGHT EFFECT ON LOFT AREA

AQ104.2 Loft access and egress.

The access to and primary egress from *lofts* shall be of any type described in Sections AQ104.2.1 through AQ104.2.5. The loft access and egress element along its required minimum width shall meet the loft where its ceiling height is not less than 3 feet (914 mm).

AQ104.2.1 Stairways.

Stairways accessing *lofts* shall comply with this code or with Sections AQ104.2.1.1 through A!104.2.1.7.

AQ104.2.1.1 Width.

Stairways accessing a *loft* shall not be less than 17 inches (432 mm) in clear width at or above the *handrail*. The width below the *handrail* shall be not less than 20 inches (508 mm).

AQ104.2.1.2 Headroom.

The headroom above stairways accessing a *loft* shall be not less than 6 feet 2 inches (1880 mm), as measured vertically, from a sloped line connecting the tread landing or landing platform *nosings* in the center of their width and vertically from the landing platform along the center of its width.

AQ104.2.1.3 Treads and risers.

Risers for stairs accessing a *loft* shall be not less than 7 inches (178 mm) and not more than 12 inches (305 mm) in height. Tread depth and riser height shall be calculated in accordance with one of the following formulas:

- 1. 1. The tread depth shall be 20 inches (508 mm) minus four-thirds of the riser height.
- 2. 2. The riser height shall be 15 inches (381 mm) minus three-fourths of the tread depth.

AQ104.2.1.4 Landings.

Intermediate landings and landings at the bottom of stairways shall comply with Section <u>R311.7.6</u>, except that the depth in the direction of travel shall be not less than 24 inches (610 mm).

AQ104.2.1.5 Landing platforms.

The top tread and *riser* of stairways accessing *lofts* shall be constructed as a *landing platform* where the *loft* ceiling height is less than 6 feet 2 inches (1880 mm) where the stairway meets the *loft*. The *landing platform* shall be not less than 20 inches (408 mm) in width in depth measured horizontally from and perpendicular to the *nosing* of the landing platform. The landing platform riser heigh to the loft floor shall be not less than 16 inches (406 mm) and not greater than 18 inches (457 mm).

AQ104.2.1.6 Handrails.

Handrails shall comply with Section R311.7.8.

AQ104.2.1.7 Stairway guards.

Guards at open sides of stairways, landings and landing platforms shall comply with Section R312.1.

AQ104.2.2 Ladders.

Ladders accessing lofts shall comply with <u>Sections AQ104.2.1</u> and <u>AQ104.2.2.2</u>.

AQ104.2.2.1 Size and capacity.

Ladders accessing *lofts* shall have a rung width of not less than 12 inches (305 mm), and 10-inch (254 mm) to 14-inch (356 mm) spacing between rungs. Ladders shall be capable of supporting a 300-pound (136 kg) load on any rung. Rung spacing shall be uniform within $^{3}/_{8}$ inch (9.5 mm).

AQ104.2.2.2 Incline.

Ladders shall be installed at 70 to 80 degrees from horizontal.

AQ104.2.3 Alternating tread devices.

Alternating tread devices accessing *lofts* shall comply with <u>Sections R311.7.11.1</u> and <u>R311.7.11.2</u>. The clear width at and below the *handrails* shall be not less than 20 inches (508 mm).

AQ104.2.4 Ship's ladders.

Ship's ladders accessing *lofts* shall comply with <u>Sections R311.7.12.1</u> and <u>R311.7.12.2</u>. The clear width at and below *handrails* shall be not less than 20 inches (508 mm).

AQ104.2.5 Loft guards.

Loft guards shall be located along the open sides of *lofts*. *Loft* guards shall be not less than 36 inches (914 mm) in height or one-half of the clear height to the ceiling, whichever is less. Loft guards shall comply with Section <u>R312.1.3</u> and <u>Table R301.5</u> for their components.

SECTION AQ105 EMERGENCY ESCAPE AND RESCUE OPENINGS

AQ105.1 General.

Tiny houses shall meet the requirements of <u>Section R310</u> for emergency escape and rescue openings.

Exception: *Egress roof access windows* in *lofts* used as sleeping rooms shall be deemed to meet the requirements of <u>Section R310</u> where installed such that the bottom of the opening is not more than 44 inches (1118 mm) above the *loft* floor, provided the egress roof access window complies with the minimum opening area requirements of <u>Section R310.2.1</u>.

SECTION AQ106 ENERGY CONSERVATION

AQ106.1 Air leakage testing.

The air leakage rate for *tiny houses* shall not exceed 0.30 cubic feet per minute at 50 Pascals of pressure per square foot of the *dwelling unit* enclosure area. The air leakage testing shall be in accordance with the testing methods required in <u>Section N1102.4.1.2</u>. The *dwelling unit* enclosure area shall be the sum of the areas of ceilings, floors and walls that separate the conditioned space of a *dwelling unit* from the exterior, its adjacent unconditioned spaces and adjacent *dwelling units*.

AQ106.1.1 Whole-house mechanical ventilation.

Where the air leakage rate is in accordance with <u>Section AQ106.1</u>, the *tiny house* shall be provided with wholehouse mechanical ventilation in accordance with <u>Section M1505.4</u>.

AQ106.2 Alternative compliance.

Tiny houses shall be deemed to be in compliance with <u>Chapter 11</u> of this code and <u>Chapter R4</u> of the *International Energy Conservation Code*, provided that the following conditions are met:

- 1.—1.The insulation and fenestration meet the requirements of <u>Table N1102.1.2</u>.
- 2.—2. The thermal envelope meets the requirements of Section N1102.4.1.1 and Table N1102.4.1.1.
- 3. 3.Solar, wind or other renewable energy source supplies not less than 90 percent of the energy use for the structure.
- 4. 4.Solar, wind or other renewable energy source supplies not less than 90 percent of the energy for service water heating.
- 5.—5.Permanently installed lighting is in accordance with Section N1104.
- 6. Mechanical ventilation is provided in accordance with <u>Section M1505</u> and operable fenestration is not used to meet ventilation requirements.