



Town of Sedalia

Planning Board Meeting / Town Hall

January 18th, 2024 / 7:00 PM

Minutes

Call to Order: Meeting was called to order at 7:07 pm by Planning Board Vice-Chair Marian Jeffries.

Prayer and Meditation: Time was allotted for a moment of silence.

Pledge of Allegiance: Time was allotted for Pledge of Allegiance.

Roll Call: Members present included Marian Jeffries (Vice-Chair), Robert Jones, Alfred Walker, Jay Riehle, and Brenda Walker.

A. MOTION to approve the agenda was made by Planning Board Member Riehle and seconded by Planning Board Member Walker. Motion carried.

B. MOTION to approve the minutes from the previous meeting was made by Planning Board Member Riehle and seconded by Planning Board Member Jones. Motion carried.

DISCUSSIONS/REPORTS

I. Town Sign Regulations- Update /Amend Ordinance

The discussion about the appliance sign at 6101 Burlington Road continues...

It has been confirmed by the Town Council that there is nothing in the town's ordinances that prevents a sign of that size and nature from being set up in a residential/agricultural area. However, the Town is looking to see what actions need to take place, to prevent this from happening in the future.

Member Alfred Walker noticed that the business in question is not located at the location of the sign/property, to which Vice-Chair Marian Jeffries agreed, noting that that was part of the problem. "The Council is basically trying to make sure that people just don't start sticking signs up talking about different things... So that we can have some control [over what/how things are being advertised]."

The agreed upon choice of action for the Board was to add an ordinance that addresses size and nature of a permitted sign, how many signs can be on one person's property, and then establish a permit system the coincides with the established ordinance.

There was an understanding that the biggest issue with the sign was its location, with Member Brenda Walker stating that she "[Doesn't] think [the Town] should allow billboards within the town limits, period." The Board agreed that the Town would have no issue with the sign being erected on commercial property, but they don't want to set a

precedent that would allow residents to be paid by companies to advertise their businesses in residential areas.

It was decided by the Planning Board Members that they would adjust Section 6-1.5 of the Town's Development Ordinance (2021) to include:

- **Informational, Commercial, and Directional signs of all sizes need to be approved by the Town Council, on a permit basis.**
- **Sign limits on public and private properties.**
- **An established permit system for business promotion within Town limits.**
- **More specific speech regarding the type of zoning in which these changes should be held, "In all zoning districts, the requester would need to have a drawing specifying dimension of the sign and apply for a permit."**

II. Flood Damage Prevention Ordinance - Review/update

The Planning Board continued their review of the Flood Damage Prevention Ordinance, starting at the "Substantial Damage" provision on page 8.

It is recommended by Town Assistant Shari Bryant that the tow add a third point to the Substantial Damage provision, which states "Substantial damage also means flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 20% of the market value of the structure before the damage occurred." Although this addition is optional, this provision is necessary for flood insurance policy holders in the community to collect Increased Cost and Compliance (ICC) Funds.

The Board agreed that this addition would be beneficial for the town.

It is noted by Town Assistant Shari Bryant that the town could receive up to 20 'Cost of Restoring the Structure' (CRS) points for adopting text for the "Substantial Improvement" provision that either:

- 1) *Chooses a timeframe that includes cumulative damage sustained over a period of time exceeding one-year (5-10 years recommended)*
- 2) *Choosing a percent improved that is less than 50% of the market value of the structure (CRS recommends 30%)*

The Board agreed to the necessity of adopting text that includes this wording.

Under the "Technical Bulletin and Technical Fact Sheet," it is stated that "It should be noted that 'Technical Bulletins and Technical Fact Sheets' provide guidance on the minimum requirements of the NFIP regulations. State or community requirements that exceed those of the NFIP take precedence. Design professionals should contact the community officials to determine whether more restrictive State or local regulations apply to the building or site in question. All applicable standards of the State or local building code must also be met for any building in a flood hazard area."

Member Jones Agreed that it is necessary for residents to receive some type of guidance, especially if [they] don't understand the language." Member Jay agreed, adding "If stuff like that happens to an individual or a family, they're [going to] need all the guidance they can get."

Member Brenda Asked if this provision would "Go back to what was the minimum requirement in place when the house was built, or was this established at a later time?" To which Member Jones answered, "I think you would have to go with the current value of the property... [because] it would cost more to replace it or bring I back up to code." Also, pointing out the part of the recommendation where it stated, "All applicable standards of the State or local building code must also be met for any building in a flood hazard area."

The Board agreed to its necessity.

It was suggested that Section A. "Lands to Which This Ordinance Applies," add more specific language: *"This ordinance shall apply to all areas within the jurisdiction, including Extra-Territorial Jurisdiction (ETJs) as allowed by law, or Community Name."*

The Board agreed to leave it.

It was suggested that Section B. "Floodplain Development Application, Permit and Certification Requirements," reestablish a part of the ordinance that had since been removed from the 2008 Flood Damage Prevention Ordinance that stated, *"This certification of the plot plan by a registered land surveyor or professional engineer."*

The Board agreed to its necessity.

Section 3. Part 3 "Certification Requirements" had two state recommended additions:

- 1) *An Elevation Certificate (FEMA Form 086-0-33) is required prior to the actual start of any new construction. It shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder prior to the beginning of construction. Failure to submit the certification or failure to make required corrections shall be cause to deny a floodplain development permit.*
- 2) *An Elevation Certificate (FEMA Form 086-0-33) is required after the reference level is established. Within seven (7) calendar days of establishment of the reference level elevation, it shall be the duty of the permit holder to submit to the Floodplain Administrator a certification of the elevation of the reference level, in relation to NAVD 1988. Any work done within the seven (7) day calendar period and prior to submission of the certification shall be at the permit holder's risk. The Floodplain Administrator shall review the certificate data submitted. Deficiencies detected by such review shall be corrected by the permit holder immediately and prior to further work being permitted to proceed. Failure to submit the certification or failure to make required*
- 3) *corrections shall be cause to issue a stop-work order for the project.*

The Board agreed to its necessity.

The Planning Board will continue going over the Flood Damage Prevention Ordinance during the next Planning Board Meeting on

Citizens Comment

*Alfred Walker, 339 Sedalia Road, commented that the potential resident that is proposing to use a tiny home temporarily while her home is being built will have a 1-acre lot and will need well and septic for the home. Vice-Jeffries responded it is unclear if she owns the land or plans to purchase it. Also, the tiny home may be on wheels and have mobile septic, etc.

*Alfred Walker, 339 Sedalia Road, asked if it is clear what the Town's responsibilities will be with the proposed ETJ. He commented that code enforcement is stretched already. Vice-Chair Jeffries responded the Town is working on the steps outlined by its consultant, Paul Kron. She added it can have pros and cons. Planning Board Member Richmond commented the Town wants to have some control over development in the area outside of its boundaries but will need to determine the pros and cons of it.

Announcements

All regular scheduled meetings are held at the Sedalia Town Hall and begin at 7:00 pm.

- The next Town Council Agenda meeting will be held on January 29th.
- The next Town Council meeting will be held on February 5th.
- The next Planning Board meeting will be held on February 15th.

Meeting adjourned.

Marian Jeffries, Vice-Chair

Date