Introduced by		
First Reading	Second Reading	
Ordinance No	Council Bill No.	<u>B 114-13</u>
AN ORDIN		
consenting to the establishment of private street; authorizing the City of use permit with Veterans Uninstallation and maintenance of professions of the Chapel Plaza Court rightwhen this ordinance shall become	/ Manager to execute a ted Home Loan to allo ivate street signs in a p of-way; and fixing the	a right ow the portion
BE IT ORDAINED BY THE COUNCIL OF THE FOLLOWS:	E CITY OF COLUMB	IA, MISSOURI, AS
SECTION 1. The City Council hereby of street to be known as "Veterans United Drive, together with the assignment of a new street a Court to 2101 and 2011 Veterans United Drive	" as shown on Exhibit address for 2101 and	A attached hereto,
SECTION 2. The City Manager is hereby with Veterans United Home Loan to allow the in signs in a portion of the Chapel Plaza Court r permit shall be substantially as set forth in "Exhereof as fully as if set forth herein verbatim.	stallation and maintena ight-of-way. The form	and content of the
SECTION 3. This ordinance shall be in passage.	n full force and effect	from and after its
PASSED this day of		2013.
ATTEST:		
City Clerk	Mayor and Presiding	Officer

APPROVED AS TO FORM:
City Counselor

# RIGHT OF USE PERMIT

KNOW ALL MEN BY THESE PRESENT that on this	day of		the
City of Columbia, a municipal corporation, in consideration	of the sum of ten dollars	(\$10.00) and	other
considerations to it paid, does hereby permit Veterans Unit	ed Home Loan their heir	s and/or assig	ns
(hereinafter referred to as "Permittee") to install or have inst	talled private street signs	within the pu	blic
right of way on Chapel Plaza Court.			

- 1. This permit is for the exclusive purpose of maintenance and placement of standard private street name signs in the public right of way on Chapel Plaza Court.
- 2. The purpose of the private street name signs shall be to identify the properties located at 2101 and 2011 Chapel Plaza Court (current address) as 2101 and 2011 Veterans United Drive (new address, assigned by the Community Development Director with consent of the City Council).
- 3. Permittee will be responsible for the costs of any future repairs, maintenance or replacements which is the result from Permittee's use under this Right of Use Permit.
- 4. Signs shall be fabricated, installed and maintained by the City of Columbia Public Works Department. The permittee shall pay all installation and maintenance costs, including the cost of replacement as necessary.
- 5. Signs shall be a standard height, lettering, placement and design for street signs and shall read "Veterans United Drive" in black letters on a white background.
- 6. If the signs are abandoned, all rights herein granted shall cease and terminate and Permittee shall have no further right of interest therein except that, upon abandonment, Permittee remains responsible for all of the sign structures left in place and any costs to remove them or store them or to otherwise clean up the right of way.
- 7. If at any time construction, repair, modification or relocation of the signs or any utility existing in the right-of-way at the time this permit is granted, is necessary which would require the relocation of the sign or any of its components, the Permittee shall bear the expense of sign relocation.
- 8. The Permittee agrees by exercising its rights under this permit that if the sign or any of its components is damaged in anyway, whether negligently or intentionally by the construction, repair, modification or relocation of any utility existing in the right of way at the time this permit is granted it will repair or replace the sign at their own cost and hold the City of Columbia harmless for any of the costs associated with the repair or replacement or any other costs associated with the damage to the facilities.
- 9. This permit shall remain in effect until canceled by the City of Columbia, which shall be obligated to notify Permittee six (6) months in advance of the cancellation.

IN WITNESS WHEREOF, the said Party of the First Part has caused these presents to be signed by its officers the day and year first written above.

City of Columbia, Missouri

Veterans United Home Loan

# By:\_\_\_\_\_\_\_ Mike Matthes City Manager Attest: By:\_\_\_\_\_\_ Sheela Amin City Clerk Approved as to form: By:\_\_\_\_\_\_ City Counselor



Source: Community Development - BSD

Agenda Item No:

To: City Council

From: City Manager and Staff

Council Meeting Date:

May 6, 2013

Re: Veterans United Home Loans - Request for Unique Address & Right of Use Agreement

# **EXECUTIVE SUMMARY:**

On March 18, 2013 the City Council directed staff to prepare the necessary agreement to establish a unique address at what is presently the flagship offices of Veterans United Home Loan. The company, housed in two buildings currently assigned the addresses 2101 and 2011 Chapel Plaza Court, has requested that the driveway approaches be designated "Veterans United Drive" for purposes of assigning the new addresses 2101 and 2011 Veterans United Drive.

### DISCUSSION:

Address assignment is an administrative process that normally requires no Council action; typically addresses are changed at the request of property owners that either: 1) May be building new buildings or spaces; 2) Want to correct obsolete addresses; or 3) Have to change addresses as a result of a street name change. In this particular case Veterans United does not request that a street name be changed but it asks that a private street identity be created for its Chapel Plaza Court location. The name would signify the company's importance as a major employer in the City and region. To make it effective, Council may direct staff to assign the requested addresses and approve the attached right of use permit which authorizes private street name signs in the public right of way of Chapel Plaza Court.

A unique address can be assigned to name the private driveway that provides access to the Veterans United buildings "Veterans United Drive." The City of Columbia does have a number of "private streets" within the City limits and on occasion does assign addresses on private driveways, notably for large apartment complexes where only several buildings face a public street. While there is no formal process for authorizing a private street or drive, staff believes the Veterans United request can be accommodated by entering a right of use agreement allowing Veteran's United to erect appropriate street signs at the intersections of "Veterans United Drive" and Chapel Plaza Court, the latter a public street right of way. The street signs would be similar in height, size and lettering to conventional street signs except they would be black letters on a white background to signify a "private street."

Staff is aware that not all occupants of the 2101 building desire a change in address. The building is a condominium that houses multiple businesses whereas 2011 is owned and occupied by Veterans United. To avoid changing an unaffiliated business address to an address with the Veterans United name, Council could direct a change only of the 2011 Chapel Plaza Court building. The placement of a private street sign would only be at the south driveway entrance to the 2011 building, which would become 2011 Veterans United Drive.

Once named, "Veterans United Drive" would be entered on the City's official street map and street list, which includes private streets and drives and identifies them as such. The right of use agreement provides that the City would furnish and maintain the street signs and Veterans United would pay the associated costs. The signs would be removed at company cost if the company no longer desired and needed the address.

This is a unique request and a novel solution; it would be a problem if this kind of street address were a common request. It has been suggested that Council establish a threshold for the minimum number of employees a business may have before it is entitled to a unique address.

# **FISCAL IMPACT:**

This action would have no fiscal impact or a minimal fiscal impact if the City takes on any responsibility for maintaining the sign. City address guidelines suggest that private street signs be publicly maintained for continuity within a public right of way.

# **VISION IMPACT:**

http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php

None.

# **SUGGESTED COUNCIL ACTIONS:**

If Council favors the request, it may approve an ordinance authorizing a right of use agreement and direct staff to assign the addresses 2101 and 2011 Veterans United Drive. Alternatively, the Council could direct that only the 2011 address be changed since that building is owned by Veterans United whereas the 2101 building is a condominium building that houses multiple businesses.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply  Program Impac		act	Mandates	andates	
City's current net FY cost	\$0.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Epands an existing program?	No	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs: Resources Required		Vision Impact?	No		
One Time	\$0.00	Requires add'I FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	



Source: Community Development - BSD

To: <u>City Council</u> From: <u>City Manager and Staff</u> har

Agenda Item No: REP 40-13

Council Meeting Date:

March 18, 2013

Re: Veterans United Home Loans - Request for Unique Address

### **EXECUTIVE SUMMARY:**

Veterans United Home Loans has requested an address change for the company's flagship offices located at 2101 Chapel Plaza Court. Specifically, the company would like an address with the company name in it. Staff has denied the request because it cannot create a fictitious street address, or rename a City street without following the procedure specified in Chapter 24-16 of the Code of Ordinances (i.e., petition of adjacent property owners, Planning & Zoning Commission public hearing unless there is unanimous consent among abutting property owners). In discussions with Veterans United, the company has indicated it does not desire or propose to change the name of Chapel Plaza Court but it would still appreciate an address of "One Veterans United Drive" if that could be accommodated. If Council so desires, it could approve the requested address by designating a private driveway through the Veterans United Drive."

### **DISCUSSION:**

One of the ways a unique address can be assigned is to name the private driveway that provides access to the Veterans United buildings "Veterans United Drive." The City of Columbia does have a number of "private streets" within the City limits and on occasion does assign addresses on private driveways, notably for large apartment complexes where only several buildings face a public street. While there is no formal process for authorizing a private street or drive, staff believes the Veterans United request can be accommodated by entering a right of use agreement allowing Veteran's United to erect appropriate street signs at the intersections of "Veterans United Drive" and Chapel Plaza Court, the latter a public street right of way.

An alternative recognized in the municipal code is the platting of the drive as a private street. "Private streets" are not permitted in the subdivision code unless part of a planned district and only if a separate lot is created for the street. Since the Chapel Plaza Drive location is zoned O-P Planned Office, the Community Development Director could amend the plan to permit the platting of the existing private drive as a private street. The disadvantage of this approach, in addition to its expense, is that the platting action would likely have to be undone if Veterans United left the property and future owners or tenants desired an address change.

The "right of use" approach is preferred to a more permanent creation of a private road because it is a reversible process. The restrictions on private roadways in the subdivision regulations are intended to discourage the creation of private roadways as the sole access to property, especially multiple lots. The present request would simply be the naming of an existing driveway, not the creation of the driveway, and the business already has frontage on a public street, Chapel Plaza Court. A right of use agreement could stipulate that the building address would revert to the original address upon owner request and the street signs would be fabricated and erected, and ultimately removed, at Veteran's United's cost.

Once named, "Veterans United Drive" would be entered on the City's official street map and street list, which includes private streets and drives and identifies them as such.

This is a unique request and a novel solution; it would be a problem if this kind of street address were a common request.

Though a street number "One" is desired by the company, street numbers in the ones are reserved for the streets nearest Broadway and Garth Avenue which are the "zero" axes for street numbering north-south and east-west, respectively. The street number should remain the same as it exists today for ease of way finding.

# FISCAL IMPACT:

This action would have no fiscal impact or a minimal fiscal impact if the City takes on any responsibility for maintaining the sign. City address guideline suggests that private street signs be publicly maintained for continuity within a public right of way.

# **VISION IMPACT:**

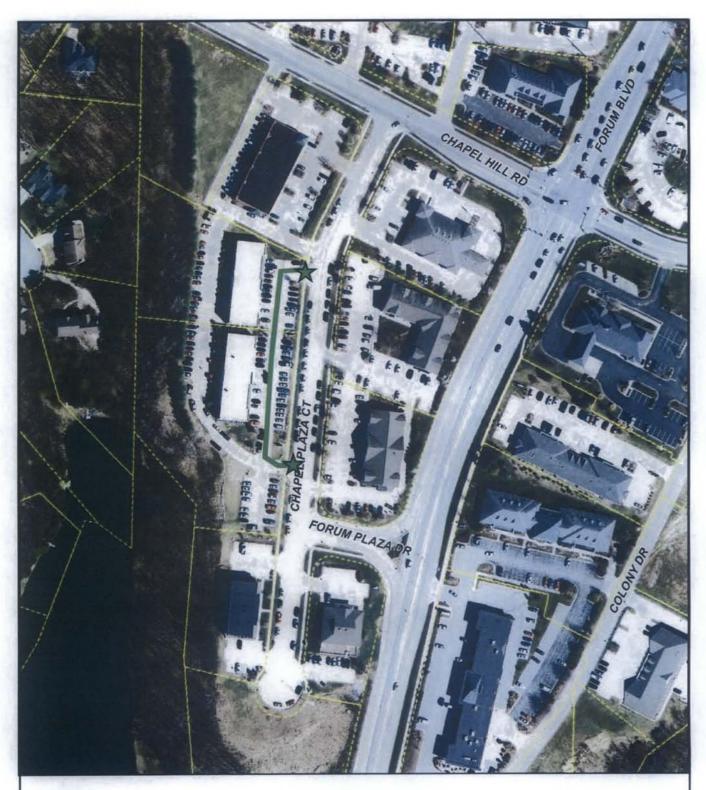
http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php

None.

# **SUGGESTED COUNCIL ACTIONS:**

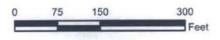
Council may direct the staff to draft an appropriate resolution or ordinance and right-of-use agreement.

		FISCAL and \	VISION NOTES	<b>S:</b>	
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?	No No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Epands an existing program?	No	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year	ar net costs:	Resources Rec	uired	Vision Impact?	No
One Time	\$0.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	





# Proposed "Veterans United Drive"



1 inch = 150 feet

New Street Signs





2011 Orthophoto Souce: Boone County Assessor

