

# **CITY OF WILLARD, MISSOURI**

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



## **MEETING AGENDA AND PACKET**

### **PLANNING AND ZONING COMMISSION**

**Regular Meeting**

**October 26, 2021**

**7:00 p.m.**

**Willard City Hall**

**224 W. Jackson, Willard, MO**

### **PLANNING AND ZONING MEMBERS**

**Alderman Baird, Vice-Chairman**

**Terry Kathcart, Chairman**

**Valorie Simpson, Secretary**

**Mayor Samuel Snider**

**Jose Casanova**

**Mike McCroskey**

**Jeff LaMontia**

**Burnis Coleman**

**Randy Brown, Director of Development**

**[www.cityofwillard.org](http://www.cityofwillard.org)**

CITY OF WILLARD  
PLANNING AND ZONING  
REGULAR MEETING  
October 26, 2021  
7:00 P.M.

Notice posted on October 20, 2021

Notice is hereby given that the City of Willard, Planning and Zoning will conduct a regular meeting at 7:00 p.m., October 26, 2021 at the Willard City Hall, 224 W. Jackson, Willard, MO.

The tentative agenda of this meeting includes:  
PLEDGE OF ALLEGIANCE

1. Call the meeting to order.
2. Roll Call.
3. Agenda Amendments/Agenda Approval.
4. Approval of the Minutes from the Meeting August 24, 2021.
5. Citizen Input.
6. Public Hearing on Conditional Use Permit for Chet Cornelison.
7. Discussion/Vote on Conditional Use Permit for Chet Cornelison.
8. Discussion on Stor-Mor Portable Buildings.
9. New Business.
10. Unfinished Business.
11. Adjourn.

REPRESENTATIVES OF THE NEWS MEDIA MAY OBTAIN COPIES OF THIS NOTICE BY CONTACTING:

Jennifer Rowe  
224 W. Jackson  
Willard, Missouri 65781  
(417)742-5302

CITY OF WILLARD, MISSOURI  
PLANNING AND ZONING  
REGULAR MEETING  
August 24, 2021  
7:00 P.M.

Staff present: City Administrator, Brad Gray; and, City Clerk, Jennifer Rowe.

City Attorney Ken Reynolds was present.

Citizens present: Corey Hendrickson, John Forrester, Steve Hill, Ed Welsh and Matt Kelley.

Meeting opened by Chairman Terry Kathcart at 7:00 P.M.

**Roll Call**

Present: Mayor Snider, Jeff LaMontia, Valorie Simpson, Terry Kathcart and Alderman Baird. Absent: Burnis Coleman, Mike McCroskey and Jose Casanova.

**Approval of Agenda**

Motion was made by Valorie Simpson with a second by Alderman Baird to approve the Agenda. Motion carried with a vote of 5-0. Voting aye: Mayor Snider, Jeff LaMontia, Valorie Simpson, Terry Kathcart and Alderman Baird

**Approval of the Minutes from the Meeting June 22, 2021.**

Motion was made by Terry Kathcart and seconded by Jeff LaMontia to approve the Minutes from the Meeting June 22, 2021. Motion carried with a vote of 5-0. Voting aye: Mayor Snider, Jeff LaMontia, Valorie Simpson, Terry Kathcart and Alderman Baird.

**Citizen Input.**

None.

**Discussion/Vote to appoint Chairman, Vice-Chairman and Secretary.**

Chairman: Motion was made by Valorie Simpson and seconded by Jeff LaMontia to nominate Terry Kathcart as Chairman. Motion carried with a vote of 4-0. Voting aye: Mayor Snider, Jeff LaMontia, Valorie Simpson and Alderman Baird. Terry Kathcart abstained.

Vice-Chairman: Motion was made by Valorie Simpson and seconded by Terry Kathcart to nominate Alderman Baird as Vice-Chairman. Motion carried with a vote of 5-0. Voting aye: Mayor Snider, Jeff LaMontia, Valorie Simpson, Terry Kathcart and Alderman Baird.

Secretary: Motion was made by Terry Kathcart and seconded by Alderman Baird to nominate Valorie Simpson as Secretary. Motion carried with a vote of 4-0. Voting aye: Mayor Snider, Jeff LaMontia, Terry Kathcart and Alderman Baird. Valorie Simpson abstained.

**Public Hearing on ATM Square Phase 3 Preliminary Plat and Development Plan.**

City Attorney Ken Reynolds opened the Public Hearing on ATM Square Phase 3 Preliminary Plat and Development Plan at 7:06 p.m. No citizens wished to speak so Attorney Reynolds closed the Public Hearing at 7:06 p.m.

**Discussion/Vote on ATM Square Sketch Plan Phase 3 Preliminary Plat and Development Plan.**

Mr. Gray stated that his request would be to table this item after some discussion due to a few issues needing worked out before approval. He then discussed the CCR's with changes needed, placement of fill around the development, Sanitary Sewer line and water capacity, and the floodplain. Discussion was made on widening Watson to account for the increased traffic to 31 feet instead of leaving it at 29 feet.

Motion was made by Valorie Simpson and seconded by Terry Kathcart to table the Preliminary Plat and Development Plan for ATM Square Phase 3 until a later meeting. Motion carried with a vote of 5-0. Voting aye: Mayor Snider, Jeff LaMontia, Valorie Simpson, Terry Kathcart and Alderman Baird

**New Business.**

None.

**Unfinished Business.**

Mr. Gray informed the Commission that the extra maps in front of them were showing what areas of the fill dirt that needed to be moved within ATM Commercial Phase 3. This was due to it being within the floodplain. They would be adding erosion control to that area as well.

Mr. Kathcart stated he was ready to move this along and get more Commercial business within Willard. Mr. Kelley then stated that the City has been wonderful to work with and he appreciates all of the help. He will make sure and get the floodplain area corrected.

**Adjourn.**

Motion was made by Terry Kathcart and seconded by Valorie Simpson to adjourn. Motion carried with a vote of 5-0. Voting aye: Mayor Snider, Jeff LaMontia, Valorie Simpson, Terry Kathcart and Alderman Baird

Meeting adjourned at 7:23 p.m.

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Valorie Simpson, Secretary

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Terry Kathcart, Chairman

Conditional Use Permit Request  
Background Report

**Date:** 10/15/2021

**Applicant:** Chet Cornelison

**Address:** 306 E Jackson St

**Parcel ID:** 88-0726108087

**Current Zoning:** C-2

**Current Use:** Vacant/Office

**Conditional Use Requested:** Short Term Rental Apartment - 2<sup>nd</sup> Floor

**Background:** The owner has submitted plans and has received approval to remodel & reconstruct the existing building to incorporate a 2<sup>nd</sup> floor addition that would add approximately 900 sq ft of additional space to his existing building which would allow for future growth. After giving much thought into the idea of leasing office space he has requested to make the second floor into an apartment and operate through a platform such as AirBnB for short term rental. Based on the adopted building codes staff has determined there are no issues with the mixed use. The issue is the current zoning on the property is C-2 which does not allow short term rentals, therefore staff has directed the owner to apply for a conditional use permit as outlined in Section 400.330 of the Willard Municipal Code.

Staff has reviewed the Conditional Use standards outlined in section 400.330 G- and has determined that all of the conditions can be met. Staff would ask for your consideration to recommend approval of a Conditional Use Permit to Board of Aldermen with the following additional conditions to be added to the permit:

1. The owner of a short-term rental shall not rent the unit for receptions, parties, weddings or similar events.
2. The owner shall not rent the unit for more than 7 consecutive days.
3. The owner shall apply for renewal of the conditional use permit annually along with a business license.
4. The owner shall conspicuously in the unit post the following information:
  - a. Name & Contact information of the person responsible for day-to-day operations
  - b. The certificate of occupancy and business license
  - c. The restrictions on noise levels in accordance with Willard Municipal Code 400.1530
  - d. Any applicable parking restrictions
  - e. Trash collection schedule

If you have any questions feel free to contact me at City Hall.

Randy Brown  
Director of Development



City of Willard

Application Date 9/22/2021  
Application Fee \$100.00  
Paid w/ck#3838

**APPLICATION  
CONDITIONAL USE PERMIT**

We, the undersigned, request that the City of Willard, Missouri Board of Aldermen approve a conditional use permit for the tract of land as described in this application. We attest to the truth and correctness of all facts and information presented with this application and agree to pay all advertising and mail notification costs for the public hearings as required by the *Willard Land Development Regulations*. The City of Willard is authorized to prepare and publish all required legal advertising, and mail notifications, the cost of which is to be billed to the name listed below.

Legal Description of Property (attach additional sheet if necessary) See Attachment

Street Address of Property 306 E Jackson St., Willard, MO 65781

Current Zoning Classification of Property C2

Current Use of Property Office space

Conditional Use Requested Two Bedroom furnished Apartment upstairs,  
used as an Air bnb.

Property Owner's Name Chester (Chet) and Amy Cornelison

If Corporation, Corporate Official and Seal Cornelison Properties, LLC

Mailing Address 7298 W. Farm Road 112, Springfield, MO 65802

Telephone Number 417-547-3800 Fax Number 417-742-3404

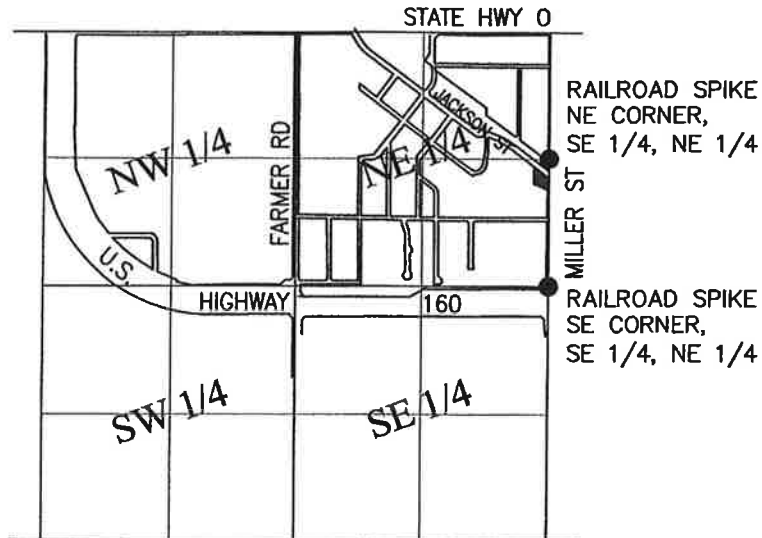
PROPERTY OWNER'S SIGNATURE: 

Applicant's Name (if different than property owner): \_\_\_\_\_

I hereby certify that I am authorized to represent all of the property owners of the above described tract in this application. A power of attorney is attached.

Name \_\_\_\_\_

SEC. 26, T-30-N, R-23-W  
GREENE COUNTY, MISSOURI



LOCATION MAP

SCALE: 1"=2000'

DESCRIPTION

PLAT BOOK AAA, PAGE 385

A TRACT OF LAND LOCATED IN THE SE 1/4 OF THE NE 1/4 OF SECTION 26, T-30-N, R-23-W, WILLARD, GREENE COUNTY, MISSOURI; COMMENCING AN EXISTING RAILROAD SPIKE AT THE SE CORNER OF SAID SE 1/4 OF THE NE 1/4; THENCE N02°15'32"E, 893.77 FEET ALONG THE EAST LINE OF SAID SE 1/4 OF THE NE 1/4; THENCE N87°52'45"W, 30.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF MILLER ROAD; THENCE N02°15'32"E, 89.89 FEET ALONG SAID WEST RIGHT-OF-WAY LINE FOR THE POINT OF BEGINNING; THENCE N64°45'15"W, 159.92 FEET; THENCE N02°15'32"E, 188.41 FEET TO THE INTERSECTION WITH SOUTH RIGHT-OF-WAY LINE OF JACKSON STREET; THENCE S50°45'10"E, 175.55 FEET ALONG SAID SOUTH RIGHT-OF-WAY LINE TO THE INTERSECTION WITH SAID WEST RIGHT-OF-WAY LINE OF MILLER ROAD; THENCE S02°15'32"W, 142.27 FEET ALONG SAID WEST RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING. CONTAINING 0.53 ACRES SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

ACCESS EASEMENT NO. 1

A TRACT OF LAND LOCATED IN THE SE¼ OF THE NE¼ OF SECTION 26, T-30-N, R-23-W, WILLARD, GREENE COUNTY, MISSOURI; COMMENCING AN EXISTING RAILROAD SPIKE AT THE SE CORNER OF SAID SE¼ OF THE NE¼; THENCE N02°15'32"E, 893.77 FEET ALONG THE EAST LINE OF SAID SE¼ OF THE NE¼; THENCE N87°52'45"W, 30.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF MILLER ROAD; THENCE N02°15'32"E, 89.89 FEET ALONG SAID WEST RIGHT-OF-WAY LINE FOR THE POINT OF BEGINNING; THENCE N64°45'15"W, 129.63 FEET; THENCE N84°22'03"W, 20.92 FEET; THENCE N02°15'32"E, 30.00 FEET; THENCE S69°01'49"E, 148.05 FEET TO THE WEST RIGHT-OF-WAY LINE OF MILLER ROAD; THENCE S02°15'32"W, 34.36 FEET ALONG SAID WEST RIGHT-OF-WAY LINE TO THE POINT OF BEGINNING. CONTAINING 4057 SQ. FT. MORE OR LESS.

ACCESS EASEMENT NO. 2

ALL THAT PART OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF SECTION 26, TOWNSHIP 30 NORTH, RANGE 23 WEST, CITY OF WILLARD, GREENE COUNTY, MISSOURI, DESCRIBED AS FOLLOWS: COMMENCING AT AN EXISTING RAILROAD SPIKE AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER OF THE NORTHEAST QUARTER; THENCE N02°15'32"E ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER OF THE NORTHEAST QUARTER, 893.77 FEET; THENCE N87°52'45"W, 30.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF MILLER ROAD; THENCE N02°15'32"E ALONG SAID WEST RIGHT-OF-WAY LINE, 89.89 FEET; THENCE N64°45'15"W, 129.63 FEET; THENCE N84°22'03"W, 20.92 FEET FOR THE POINT OF BEGINNING; THENCE N84°22'03"W, 24.63 FEET; THENCE N02°15'32"E, 213.11 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF JACKSON STREET; THENCE S50°45'10"E, ALONG SAID SOUTH RIGHT-OF-WAY LINE, 37.56 FEET; THENCE S02°15'32"W, 163.79 FEET; THENCE N69°01'49"W, 5.71 FEET; THENCE S02°15'32"W, 30.00 FEET TO THE POINT OF BEGINNING. CONTAINING 5923 SQUARE FEET MORE OR LESS. SUBJECT TO ANY EXISTING EASEMENTS OR RESTRICTIONS OF RECORD.

NOTES:

SURVEYOR HAS MADE NO INVESTIGATION FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS WHICH A CURRENT TITLE SEARCH MAY DISCLOSE.

SURVEYOR'S CERTIFICATION:

If Corporation, Corporate Official and Seal Cornelison Properties, LLC

Mailing Address: 7298 W. Farm Road 112, Springfield, MO 65802

Telephone Number 417-547-3800 Fax Number 417-742-3404

Applicant's Signature: Chester D. Cornelison

Indicate the applicant's legal interest in the property: OWNER

**BILL LEGAL ADVERTISING AND MAIL NOTIFICATION COSTS TO:**

Name Chet Cornelison, Cornelison Properties, LLC

Address 7298 W. Farm Road 112, Springfield, MO 65802

Attach to the conditional use permit application written responses to the following questions:

1. Provide evidence how the proposed conditional use will comply with the applicable standards in the *Willard Land Development Regulations*, Article III, Section 400.330 (see Attachment A).
2. If the proposed conditional use is a telecommunication tower, also provide information as required in the *Willard Land Development Regulations*, Section 400.600 and Section 400.330(H) (see Attachment B).  
**N/A**
3. Indicate how the proposed conditional use is to be designed, arranged and operated in order to ensure that development and use of neighboring property in accordance with the applicable zoning district regulations will not be prevented or made unlikely, and that the value, use and reasonable enjoyment of such property will not be impaired or adversely affected.
4. Identify any potentially adverse effects that may be associated with the proposed conditional use, and the means proposed to avoid or minimize such effects.
5. Indicate the hours of operation of the proposed conditional use.

Attach a site plan as required by the *Willard Land Development Regulations*, Article XIV, Section 400.1160.



**APPLICATION CHECKLIST  
CONDITIONAL USE PERMIT  
City of Willard, Missouri**

This checklist is provided to help you make sure that you submit everything that is required for a complete conditional use permit application. The application must be complete or this case will not be processed. Applications must be filed with the City Clerk's Office by 4:00 p.m. at least 30 working days before the date of the Planning and Zoning Commission hearing at which the application will be considered. Contact the City Clerk at the telephone number below for filing deadlines and meeting dates.

<b>APPLICATION FORM:</b>	
<input checked="" type="checkbox"/>	Provide the legal description of the tract of land for which a conditional use permit is requested. Attach this on an additional sheet if necessary.
<input checked="" type="checkbox"/>	List the street address of the property.
<input checked="" type="checkbox"/>	List the current zoning classification of the property and indicate the current use of the property.
<input checked="" type="checkbox"/>	Describe the proposed conditional use.
<input checked="" type="checkbox"/>	Attach answers to Questions 1, 3, 4, and 5 for all conditional uses. See Attachment A for information to be provided for Question 1.
<input checked="" type="checkbox"/>	If the proposed conditional use is a telecommunication tower, also attach answers to Question 2. See Attachment B for information to be provided for Question 2.
<input checked="" type="checkbox"/>	List the property owner's name, address, and telephone number. If a corporation, list the corporate official and include the corporate seal.
<input checked="" type="checkbox"/>	Property owner must sign the application.
<input checked="" type="checkbox"/>	If the applicant is different than the property owner, list the applicant's name, address and telephone number. If a corporation, list the corporate official and include the corporate seal. The applicant must provide a power of attorney with the application.
<input checked="" type="checkbox"/>	Identify the applicant's legal interest in the property.
<input checked="" type="checkbox"/>	The applicant must sign the application form.
<input checked="" type="checkbox"/>	List the name and address for billing the legal advertising and mail notices for the public hearings.
<b>APPLICATION FEE:</b>	
<input checked="" type="checkbox"/>	Include the \$100.00 application fee. Applicant also responsible for advertising and notification costs for public hearing.
<b>PROPERTY OWNERS NOTIFICATION:</b>	
<input checked="" type="checkbox"/>	Provide a list of property owners' names and addresses within 185 feet of the subject property that has been compiled from the records of the Greene County Assessor's Office or prepared by a title company authorized to issue title policies in the State of Missouri.
<input checked="" type="checkbox"/>	Provide an addressed, stamped (not metered) business envelope for every property owner listed on the property owners' list.
<b>SITE PLAN:</b>	
<input checked="" type="checkbox"/>	Submit fifteen (15) copies of a site plan for the proposed conditional use with your application. See <i>Willard Land Development Regulations</i> , Article XIV, Section 400.1160, for site plan contents.
<b>Note: The Planning and Zoning Commission shall not forward its recommendation to the Board of Aldermen when the applicant or applicant's agent does not appear at the hearing before the Commission to provide evidence regarding the request for a conditional use permit. Final action on any case shall not be taken until the applicant has reimbursed the City of Willard for all advertising and notification costs.</b>	

**Submit Applications To:**  
Willard City Hall  
224 W. Jackson, PO Box 187  
Willard, MO 65705  
(417) 742-3033

1. Provide evidence how the proposed conditional use will comply with the applicable standards in the *Willard Land Development Regulations*, Article III, Section 400.330 (see Attachment A).

**See attached illustration. We will provide designated parking and guidelines that comply with the Willard Land Development Regulations.**

2. If the proposed conditional use is a telecommunication tower, also provide information as required in the *Willard Land Development Regulations*, Section 400.600 and Section 400.330 (H) (see Attachment B).

N/A

3. Indicate how the proposed conditional use is to be designed, arranged and operated in order to ensure that development and use of neighboring property in accordance with the applicable zoning district regulations will not be prevented or made unlikely, and that the value, use and reasonable enjoyment of such property will not be impaired or adversely affected.

**We will use the platform on Air BnB with very strict time of day quiet hours and cleanliness guidelines.**

4. Identify any potentially adverse effects that may be associated with the proposed conditional use, and the means proposed to avoid or minimize such effects.

**Adverse effects could be rowdiness and cleanliness. We will monitor it on a daily basis. We as the owner, have the ability to rate the client on the Air BnB platform for future rental consideration.**

5. Indicate the hours of operation of the proposed conditional use.

**7 days a week**

G. *Conditional Use Standards.* A conditional use permit shall be granted only if evidence is presented at the public hearings that the conditional use will comply, to the extent applicable with the following standards:

1. The conditional use will be consistent with the policies and intent of the Willard Comprehensive Plan and the Willard Land Development Regulations.
2. The conditional use will not increase flood or water damage hazard to adjoining properties.
3. The conditional access roads or entrance and exit drives will be designed and provided to prevent traffic hazards and to minimize traffic congestion at the site.
4. Adequate access roads or entrance and exit drives will be designed and provided to prevent traffic hazards and to minimize traffic congestion at the site.
5. Street right-of-way and pavement width in the vicinity of the conditional use is or will be adequate for traffic reasonably expected to be generated by the proposed use.
6. Glare of stationary or vehicular lights from the conditional use will not adversely affect the character of the neighborhood and if such lights will be visible from a residential district, measures to shield or direct lights to mitigate glare are proposed.
7. The conditional use will not have any substantial adverse effect upon the use or enjoyment of adjacent and nearby property or conditions affecting the public health, safety and welfare.
8. The conditional use will be designed, constructed and operated so as not to interfere with the development and use of adjacent property in accordance with the applicable zoning district regulations.
9. In the case of existing structures to be converted to a use requiring a conditional use permit, the structure shall meet all fire, health, building, plumbing and electrical requirements of the City of Willard.
10. The conditional use otherwise complies with all applicable regulations of this Chapter.

## Chapter 400. Land Development Regulations

### ARTICLE III. Administration and Review

#### Part 5. Review

#### Section 400.330. Conditional Use Permits.

[Ord. No. 020227 §1(3.21), 2-27-2002]

- A. *Purpose.* The conditional use permit procedure is intended to provide the Planning and Zoning Commission and the Board of Aldermen with discretionary review of requests to establish or construct uses or structures which may be necessary or desirable in a zoning district, but which may have the potential for negative or deleterious impact on the health, safety and welfare of the public. The purpose of the review is to determine whether the proposed location of the use or structure is appropriate and whether it will be designed, located and operated so as to avoid, minimize or mitigate adverse impacts upon the community and other properties in the vicinity. The Board of Aldermen may impose conditions upon such uses and structures that are intended to avoid, minimize or mitigate adverse impacts upon the community and other properties in the vicinity. The Board of Aldermen may deny requests for a conditional use permit when it is evident that a proposed use or structure will or may cause harm to the community or injury to the value, lawful use and reasonable enjoyment of other properties in the vicinity.
- B. *Conditional Uses Authorized.* The Planning and Zoning Commission may recommend and the Board of Aldermen may authorize the establishment of those conditional uses that are expressly permitted as a conditional use in a particular zoning district. No conditional use shall be authorized unless such conditional use to be granted complies with all of the applicable provisions of this Chapter.
- C. *Application For Conditional Use Permit.* An application for conditional use permit containing the following information shall be filed with the City Clerk:
1. Applicant's name and address and legal interest in the property.
  2. The owner's name and address if different than the applicant.
  3. Street address or common description and legal description of the property.
  4. Zoning classification and present use of the property.
  5. Description of the proposed conditional use.
  6. Statement as to why the proposed use will comply with the applicable standards in Subsection (G).
  7. Statement identifying any potentially adverse effects and how the proposed conditional use will be designed, arranged and operated in order to ensure that the conditional use will not cause harm to the community and that the value, use and reasonable enjoyment of property in the vicinity will not be adversely affected.

8. Site plan in accordance with the requirements of Article **XIV**.
9. Any additional information as may be required in accordance with the requirements of the zoning district in which the conditional use is proposed to be located.

D. *Commission Action On Conditional Use Permit.*

1. The Commission shall hold a public hearing on an application for conditional use permit. Notice of hearing shall be made in accordance with the provisions of Section **400.360(B)**.
2. Upon conclusion of the public hearing, the Commission shall transmit to the Board of Aldermen its recommendation containing specific findings of fact on the proposed conditional use and any conditions, safeguards and restrictions that the Commission recommends be imposed to ensure compliance with the standards set forth in Subsection **(G)** to avoid, minimize or mitigate potentially adverse effect of the conditional use on the community and properties in the vicinity. The record of Commission action shall be sent to the Board of Aldermen within thirty (30) days of the Commission's decision.

E. *Board Of Aldermen Action On Conditional Use Permit.*

1. The Board of Aldermen shall hold a public hearing on an application for conditional use permit. Notice of hearing shall be made in accordance with the provisions of Section **400.360(B)**.
2. The Board of Aldermen may, by ordinance, authorize the issuance of a conditional use permit for such use as recommended by the Commission or may reverse or modify such decision by a majority vote of the full Board of Aldermen. In authorizing said conditional use permit, the Board of Aldermen may impose additional conditions or restrictions as it may determine necessary to ensure compliance with the standards set forth in Subsection **(G)** to avoid, minimize or mitigate potentially adverse effect of the conditional use on the community and properties in the vicinity. All such conditions or restrictions shall be set out in the ordinance approving the conditional use permit.

F. *Permit Validity Time Period.* Any conditional use permit authorized shall be validated within six (6) months from the date of approval by the Board of Aldermen or such conditional use permit shall be nullified. The conditional use permit shall be considered validated if a building permit is obtained and the erection or alteration of a structure is started or if an occupancy permit is obtained and the conditional use is commenced. The Board of Aldermen may grant one (1) additional extension of time not exceeding six (6) months, without notice or hearing. Requests for time extension shall be made by filing an application with the City Clerk before the expiration date. If the applicant fails to submit the request for time extension within the specified period, an application for conditional use permit shall be filed in accordance with the provisions of Subsection **(C)** through Subsection **(E)**.

G. *Conditional Use Standards.* A conditional use permit shall be granted only if evidence is presented at the public hearings that the conditional use will comply, to the extent applicable, with the following standards:

1. The conditional use will be consistent with the policies and intent of the Willard Comprehensive Plan and the Willard Land Development Regulations.
2. The conditional use will not increase flood or water damage hazard to adjoining properties.
3. The conditional use will not generate noise that exceeds the sound levels that are typical of uses permitted in the district.
4. Adequate access roads or entrance and exit drives will be designed and provided to prevent traffic hazards and to minimize traffic congestion at the site.
5. Street right-of-way and pavement width in the vicinity of the conditional use is or will be adequate for traffic reasonably expected to be generated by the proposed use.

6. Glare of stationary or vehicular lights from the conditional use will not adversely affect the character of the neighborhood and if such lights will be visible from a residential district, measures to shield or direct lights to mitigate glare are proposed.
7. The conditional use will not have any substantial adverse effect upon the use or enjoyment of adjacent and nearby property or conditions affecting the public health, safety and welfare.
8. The conditional use will be designed, constructed and operated so as not to interfere with the development and use of adjacent property in accordance with the applicable zoning district regulations.
9. In the case of existing structures to be converted to a use requiring a conditional use permit, the structure shall meet all fire, health, building, plumbing and electrical requirements of the City of Willard.
10. The conditional use otherwise complies with all applicable regulations of this Chapter.

H. *Conditional Use Permits For Towers.*

1. *Purpose.* The purpose of these restrictions is to:
  - a. Minimize the adverse effects of towers on aesthetic and property values through careful design, siting and vegetative screening;
  - b. Avoid potential damage to adjacent properties from tower failure and falling ice through engineering and careful siting of tower structures;
  - c. Lessen traffic impacts on local streets; and
  - d. Maximize use of existing towers to reduce the number of towers needed.
2. *Applicability.* In addition to the provisions and restrictions listed above for a conditional use permit, the following requirements for conditional use permit shall also apply to all zoning districts where towers are permitted as a conditional use and to all zoning districts where towers are permitted as a principal or accessory use where:
  - a. The tower exceeds one hundred (100) feet in height; or
  - b. The tower is on a building, exceeds twenty (20) feet in height as measured from the top of the building and the combined height of the building and tower exceeds one hundred (100) feet.
3. *Exemptions.* An antenna and tower for the following uses are exempt from these requirements and are permitted uses in any district if accessory to a permitted use and if they comply with the applicable regulations of the district in which situated:
  - a. Ham radios.
  - b. Citizen band radios.
4. *Approval standards.* All applications for a conditional use permit for a tower shall comply with the following requirements. Site includes all property described by the legal description submitted with the conditional use permit application and may be only part of a larger parcel.
  - a. Structures shall be set back from adjoining residential-zoned property, property or streets sufficient to:
    - (1) Contain on-site substantially all ice-fall or debris from tower failure;
    - (2) Preserve the privacy of adjoining residential zoned property. The site is of sufficient size to comply with this standard if:
      - (a) Accessory structures comply with the setback standards in the zoning district;

- (b) The tower base is set back from adjoining residential-zoned property, public property or a street by a distance equal to fifty percent (50%) of the height of the tower up to one hundred (100) feet, plus one (1) foot for each foot over one hundred (100) feet in height, unless the tower is designed for collocation of at least two (2) additional carriers, in which case the setbacks for structures in the zoning district where the tower is located shall be complied with or the distance between the tower base and guy wire anchors, whichever is greater;
    - (c) The tower is set back from adjoining land in other districts by the rear yard setback required in the adjoining district;
    - (d) Guy wire anchors are set back at least twenty-five (25) feet from an adjoining residential-zoned property, public property or a street; and
    - (e) Guy wire anchors are set back at least the rear yard setback from adjoining land in other districts.
  - b. Set back requirements for towers shall be measured from the center of the tower to the property line of the parcel on which it is located. The tower shall be set back from other on- and off-site towers and supporting structures far enough so one (1) tower will not strike another tower or support structure if a tower or support structure fails.
  - c. The tower shall have the least practicable adverse visual effect on the environment.
  - d. Existing on-site trees and shrubs shall be preserved to the maximum extent practicable.
  - e. Traffic associated with the facility shall not adversely affect adjoining streets. Vehicular access shall be limited to a major street if the site adjoins both a major and local street.
  - f. Adequate off-street parking shall be provided to accommodate workers, employees, invitees and others who may be on location on account of the location of the tower.
  - g. The applicant shall demonstrate that the planned equipment cannot be accommodated on an existing or approved tower or location.
5. *Application contents.* An application for approval of a conditional use permit for a new tower shall include the following in addition to the application requirements of Subsection (C):
- a. A site plan drawn to scale and identifying the site boundary; tower(s); guy wire anchors; existing and proposed structures; vehicular parking and access; existing vegetation to be retained, removed or replaced; and uses, structures and land-use designations on the site and adjoining parcels;
  - b. A plan drawn to scale showing proposed landscaping, including species type, size, spacing and other features; and
  - c. Evidence that the planned transmission facilities cannot be accommodated on an existing or approved tower and that the planned tower cannot be accommodated on an existing or approved tower site. The Board of Aldermen may consider expert testimony to determine whether other towers or sites could accommodate the planned facilities and whether fees and costs associated with the use of an existing or planned tower or site is reasonable.
6. *Conflict with FCC or FAA regulations.* In the event there is a conflict between these regulations and Federal Communications Commission (FCC) or Federal Aviation Administration (FAA) regulations, the FCC or FAA regulations shall govern.

# PUBLIC NOTICE

Notice is hereby given that the Willard Planning and Zoning Commission shall meet on October 26, 2021 at 7:00 p.m. and the Willard Board of Aldermen shall meet on November 8, 2021 at 7:00 p.m. at Willard City Hall, 224 W. Jackson, to conduct a public hearing to consider the application for Conditional Use for Chester (Chet) and Amy Cornelison. The parcel involved being located on 306 E Jackson, Willard, MO, further identified by Greene County Assessor as Parcel #0726108087. The Board will take public comments at this meeting. If you are unable to attend this meeting, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for Conditional Use to Jennifer Rowe, City Clerk at:

City of Willard  
P.O. Box 187  
Willard, MO 65781  
(417) 742-5302  
[clerk@cityofwillard.org](mailto:clerk@cityofwillard.org)

If you have special needs, which require accommodation, please notify City personnel at City Hall. Accommodations will be made for your needs. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at the information above.



Address Search Real Property Search Owner Search Advanced Map Search

- enter a parcel id -



Select your measure tool from the measurement panel. (area or distance). Then single click on the map to start, single click again to end each line, double click to finish and get the measurement result.

## List of Property Owners

1. **Cornelison Properties:** 306 E Jackson St Willard, MO 65781  
Mailing Address: 7298 W Farm Road 112 Springfield, MO 65802
2. **405 Beam Family Trust:** 405 E Beam St Willard, MO 65781  
Mailing Address: PO Box 2911 Springfield, MO 65801
3. **Ozark Greenways Inc:** W Jackson St Willard, MO 65781  
Mailing Address: PO Box 50733 Springfield, MO 65805
4. **Coco Investments LLC:** 408 E Jackson St Willard, MO 65781  
Mailing Address: 2063 E Kahler Ct Springfield, MO 65804
5. **William Edward Stokes Trust:** 302 S Miller Rd Willard, MO 65781  
Mailing Address: 5014 N Farm Rd 125 Springfield, MO 65803
6. **Walter R Fouraker:** 304 S Miller Rd Willard, MO 65781  
Mailing Address: 304 S Miller Rd Willard, MO 65781
7. **George Carden LLC:** E Jackson St Willard, MO 65781  
Mailing Address: 3901 W State Hwy O Springfield, MO 65803
8. **Morris Loan & Investment Co:** 304 E Jackson St Willard, MO 65781  
Mailing Address: 3078 S Delaware Ave Springfield, MO 65804
9. **Connie J Condict Trust:** 302 E Jackson St Willard, MO 65781  
Mailing Address: 2063 E Kahler Ct Springfield, MO 65804
10. **Willard Consolidated School:** 110 S Mill Rd Willard, MO 65781  
Mailing Address: PO Box 98 Willard, MO 65781





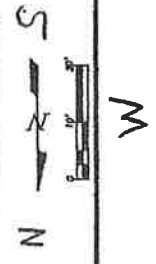
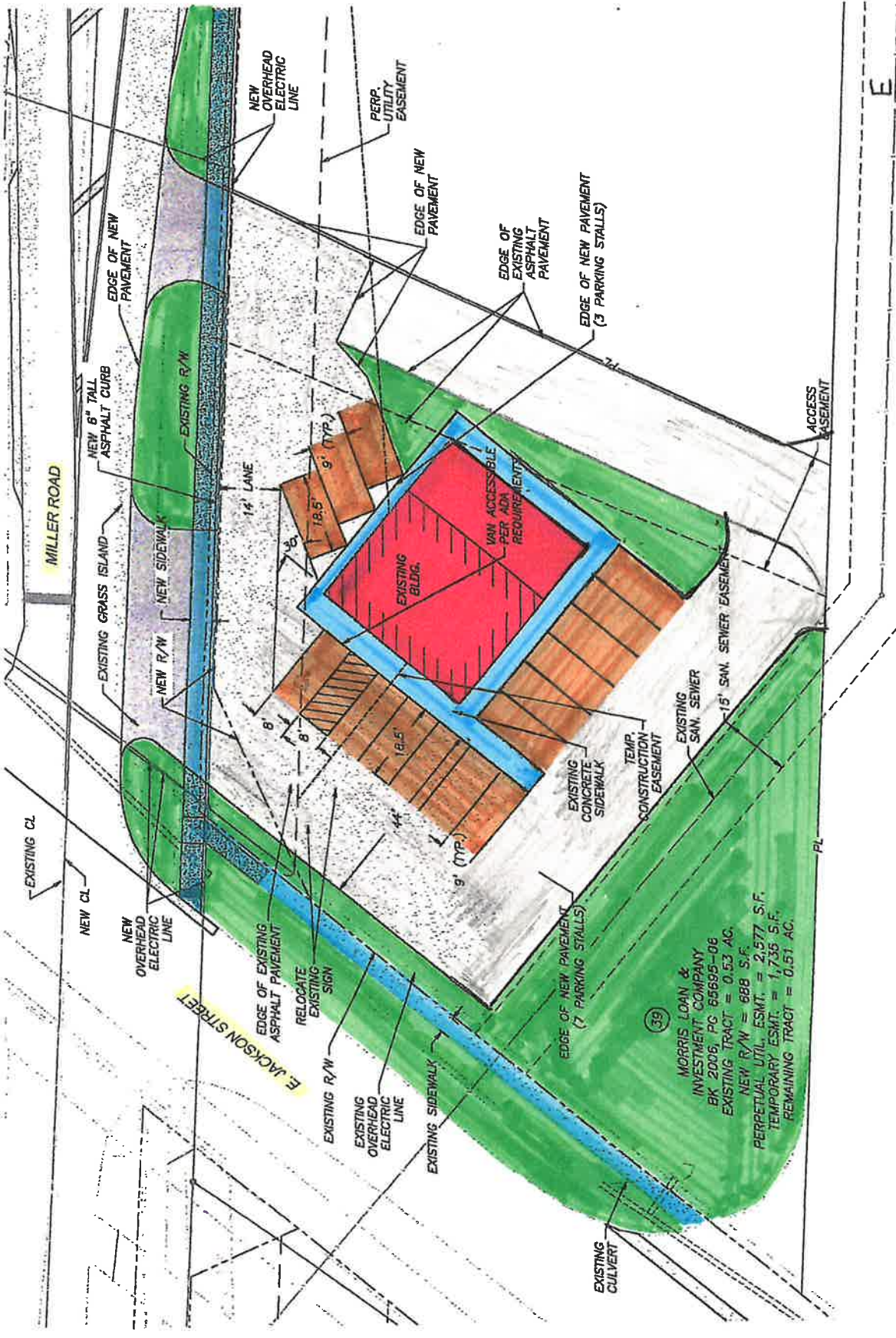


**CRN**  
CHET CORNELISON  
REGISTERED PROFESSIONAL ENGINEER  
STATE OF MISSOURI  
LICENSE NO. 000000000



CITY OF WILLARD MISSOURI  
MILLER ROAD IMPROVEMENTS - STB-5944(80)

DATE: FEB 14, 2018  
JOB NUMBER: 2011  
SHEET



**CORNELISON PROPERTIES, LLC - CHET CORNELISON - STATE FARM**



