

# **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**

**November 28, 2023**

**6:00 p.m.**

**Willard City Hall**

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

### **PLANNING AND ZONING MEMBERS**

**Valorie Simpson, Secretary**

**Mayor Sam Baird**

**Jeff LaMontia**

**Burnis Coleman**

**Derrick Estell (Chairman)**

**Alderman David Keene (Vice-Chairman)**

**Joshua Breeze**

**Terry Kathcart**

**David Kinsman**

**Steven Cobb**

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



Agenda Item #3

## **Welcome to the Planning and Zoning Commission**

- 1. Terry Kathcart**
- 2. David Kinsman**
- 3. Steven Cobb**

# APPLICATION FOR APPOINTMENT TO BOARD

NAME: (Please Print) Terry Kathcart DATE OF APPLICATION: 7 Nov 2023

ADDRESS: 704 Sidney, Willard 65781

PHONE NUMBER: 417-353-6782

Do you live within the city limits of Willard?  YES  NO

If YES, how long have you been a resident of Willard? 18 years

Please choose the areas of most interest:

Planning & Zoning  Park Advisory Board  Economic Development Task Force  
 Tree Board

Have you served in this capacity before?  YES  NO

If YES, please explain: P&Z chair

Please describe why you would like to serve:

I believe in Willard and its future growth

Please describe any education or experience that would assist you in serving:

I served on P&Z (Willard) 10+ years

I certify that the above information is correct. I understand that appointments are recommended by the Mayor to the Board of Aldermen for approval and that I may be asked to provide additional information.

Signature: Terry Kathcart

Date: 7 Nov 2023

**Thank you for your interest and desire to serve your community!**

Return this completed application to the City Clerk by mail at: PO Box 187, Willard, MO 65781

By fax at: (417) 742-3080 or drop off at Willard City Hall, 224 W. Jackson St.

# APPLICATION FOR APPOINTMENT TO BOARD

NAME: (Please Print) David Kinsman DATE OF APPLICATION: 11/07/2023

ADDRESS: 104 E Robberson St Willard

PHONE NUMBER: 573-337-9626

Do you live within the city limits of Willard?  YES  NO

If YES, how long have you been a resident of Willard? 8+ yrs

Please choose the areas of most interest:

Planning & Zoning  Park Advisory Board  Economic Development Task Force

Tree Board

Have you served in this capacity before?  YES  NO

If YES, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Please describe why you would like to serve:

\_\_\_\_\_  
\_\_\_\_\_

Please describe any education or experience that would assist you in serving:

\_\_\_\_\_

*I certify that the above information is correct. I understand that appointments are recommended by the Mayor to the Board of Aldermen for approval and that I may be asked to provide additional information.*

Signature: David Kinsman

Date: 11/07/2023

**Thank you for your interest and desire to serve your community!**

Return this completed application to the City Clerk by mail at: PO Box 187, Willard, MO 65781

By fax at: (417) 742-3080 or drop off at Willard City Hall, 224 W. Jackson St.

# APPLICATION FOR APPOINTMENT TO BOARD

NAME: (Please Print) Steven W Cobb DATE OF APPLICATION: 11-17-2023

ADDRESS: 603 S. Main Willard mo

PHONE NUMBER: 417-844-6571

Do you live within the city limits of Willard?  YES  NO

If YES, how long have you been a resident of Willard? 46 YEARS

Please choose the areas of most interest:

Planning & Zoning  Park Advisory Board  Economic Development Task Force

Tree Board

Have you served in this capacity before?  YES  NO

If YES, please explain:

\_\_\_\_\_  
\_\_\_\_\_

Please describe why you would like to serve:

I'm Retired and Am willing to serve the city

Please describe any education or experience that would assist you in serving:

worked in the construction industry

*I certify that the above information is correct. I understand that appointments are recommended by the Mayor to the Board of Aldermen for approval and that I may be asked to provide additional information.*

Signature: Steven W Cobb

Date: 11-17-23

**Thank you for your interest and desire to serve your community!**

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By fax at: (417) 742-3080 or drop off at Willard City Hall 224 W. Jackson St

# CITY OF WILLARD, MISSOURI

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Agenda Item #5

## Agenda Amendments/Agenda Approval

CITY OF WILLARD  
PLANNING AND ZONING  
REGULAR MEETING  
November 28, 2023  
6:00 P.M.

Notice posted on November 21, 2023

Notice is hereby given that the City of Willard, Planning and Zoning Commission will conduct a regular meeting at 6:00 p.m., November 28, 2023, 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. Welcome Terry Kathcart, David Kinsman, and Steven Cobb to the Planning and Zoning Commission.
4. Appointment of a Chairperson to the Planning and Zoning Commission. Discussion/Vote.
5. Agenda Amendments/Agenda Approval.
6. Approval of the Minutes from the meeting August 22, 2023.
7. Citizen Input.
8. New Business.
9. Unfinished Business.
10. Adjourn.

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

Dona Slater  
224 W. Jackson  
Willard, Missouri 65781  
(417) 742-5302

# CITY OF WILLARD, MISSOURI

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Agenda Item #6

## Approval of the Minutes from the August 22, 2023, Regular Session



CITY OF WILLARD, MISSOURI  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
AUGUST 22, 2023  
6:00 P.M.

Staff present: City Inspector, Randy Brown; Planning and Zoning Assistant, Tammy Nephew; and City Clerk, Dona Slater.

Citizens present: Keith Moore of Generations Village, Kim Holaday, Douglas Hamilton, Grant Pyrah, Charles Smith, and John Little of Flintrock.

Meeting was opened by Secretary Valerie Simpson at 6:00 p.m.

**Roll Call**

Present: Valorie Simpson, Alderman David Keene, Derrick Estell, Jeff LaMontia, Joshua Breeze, and Mayor Sam Snider. Absent: Burnis Coleman.

**Agenda Amendments/Agenda Approval**

The Agenda was amended to add new agenda item #8 Appointment of a Vice-Chairperson to the Planning and Zoning Commission.

Motion was made by Jeff LaMontia and seconded by Alderman Keene to approve the amended agenda.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Valorie Simpson, Alderman David Keene, Jeff LaMontia, Joshua Breeze, and Mayor Sam Snider.

**Approval of the Minutes from the Regular Meeting June 27, 2023**

Motion was made by Alderman David Keene and seconded by Derrick Estell to approve the minutes from June 27, 2023.

Motion carried with a vote of 6-0. Voting aye: Valorie Simpson, Alderman David Keene, Jeff LaMontia, Joshua Breeze, Derrick Estell, and Mayor Sam Snider.

**Citizen Input**

None.

**Welcome Joshua Breeze to the Planning and Zoning Commission.**

Joshua Breeze gave a summary of his background and desire to serve his community. The Commission members welcomed him.

**Appointment of a Chairman to the Planning and Zoning Commission. Discussion/Vote.**

Terry Kathcart resigned as Chairman. Discussion was made. Derrick Estell was asked if he would serve as Chairman, and he agreed.

Motion was made by Valorie Simpson and seconded by Mayor Sam Snider to appoint Derrick Estell as Chairman for a one (1) year term.

Motion carried with a vote of 5-0. Voting aye: Valorie Simpson, Alderman David Keene, Joshua Breeze, Jeff LaMontia, and Mayor Sam Snider. Derrick Estell abstained.

**Appointment of a Vice-Chairperson to the Planning and Zoning Commission. Discussion/Vote.**

Discussion was made to appoint a Vice-Chairperson. Alderman David Keene agreed to serve as Vice-Chairman.

Motion was made by Valorie Simpson and seconded by Joshua Breeze to appoint Alderman David Keene as Vice-Chairman for a one (1) year term.

Motion carried with a vote of 5-0. Voting aye: Derrick Estell, Valorie Simpson, Joshua Breeze, Jeff LaMontia, and Mayor Sam Snider. Alderman David Keene abstained.

**Public Hearing to consider the replating request for Generations Village and accepting the Final Development Plan.**

The Public Hearing was opened by Mayor Sam Snider at 6:08 p.m. No one wished to speak. Mayor Snider closed the Public Hearing at 6:08 p.m.

**Generations Village Site Development Plan. Discussion/Vote.**

City Inspector Randy Brown stated that the concept was brought to the City two years ago. The Planning and Zoning Commission and Board of Aldermen supported the project, and it has finally all come together. The developers are present. Mr. Estell said the Cochran Plan Review comments were not satisfied regarding the water main. Mr. Brown said the City did get a revision and Cochran and the Public Works department did approve and sign off on this. The roads will remain private, and the development will maintain them. This is item #F on the Development Plan.

Motion was made by Valorie Simpson and seconded by Jeff LaMontia to approve the Generations Village Site Development Plan.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Jeff LaMontia, Valorie Simpson, Joshua Breeze, Alderman David Keene, and Mayor Sam Snider.

**Generations Village Written Planned Development. Discussion/Vote.**

Mr. Brown said the property was purchased as part of Northbrook Apartments and there was no written plan. Now the City requires a Written Development Plan. City Attorney Ken Reynolds has approved the Plan. Ms. Simpson stated that the cottages need front porches. When this concept was originally brought to the Planning and Zoning Commission, they were told there would be porches that neighbors could sit on and visit, but the cottage built does not have a porch large enough to sit on.

Motion was made by Valorie Simpson and seconded by Jeff LaMontia to approve the Generations Village Written Planned Development.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Jeff LaMontia, Valorie Simpson, Joshua Breeze, Alderman David Keene, and Mayor Sam Snider.

**Generations Village Re-plat. Discussion/Vote**

Mr. Brown said Generations Village consists of four (4) lots and they are requesting to combine this into one (1) lot. He recommends sending this to the Board of Aldermen.

Motion was made by Valorie Simpson and seconded by Joshua Breeze to approve the re-plat of Generations Village.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Jeff LaMontia, Valorie Simpson, Joshua Breeze, Alderman David Keene, and Mayor Sam Snider.

**Public Hearing to consider an Amendment to the Final Development Plan for Stone Creek Phase II.**

The Public Hearing was opened by Mayor Snider at 6:22 p.m.

John Little, of Flintrock, said they took over from Kim Haase. There was confusion in how the Plan was written. He would like to amend the Plan to clear up the language. He will put a mix of brick, stone, and cedar on the corners and rear of the seven (7) houses in question. Ms. Simpson stated the original Plan said no vinyl on the seven (7) houses at the entrance to the development. Mr. Brown said there has been confusion in understanding the Final Plat and Development Plan. The previous City Administrator had asked for four (4) of the houses to be all brick to improve the appearance of the development. This was verbally understood by the original developer. Three houses whose backs face Hughes Road are pretty much complete. Mr. Little said they are being told by the City how the houses must be built, and he doesn't know why they are being asked to put up brick when other developers are not. Ms. Simpson stated the developer made the agreement and that the City did not tell them to do this. Mayor Snider asked if the new

developer reviewed the original Plan. Mr. Little said yes but that Kim Haase was supposed to fix it. Ms. Simpson said this only affects seven (7) houses and that they need something that looks like the front of the house but not vinyl. Mayor Snider asked if the Planning and Zoning Commission does approve the amendment, would there be any added amenities to the development with the cost savings from not using brick. Mr. Little said it would be how it was originally platted. Sidewalks will be added later.

Ms. Simpson asked if the developer was going to do upkeep or improvement to Molly's Trail. Mr. Little said he was unaware of Molly's Trail. She would like them to repair the trail. She asked if they were going to mow the grass and he stated they would mow next week.

Mayor Snider asked if they are adding brick on the corners or front of the houses. Mr. Little said they read the Plan as this is up to the developer. Ms. Simpson asked if they could put something on the back of the houses that look like what is on the front but not vinyl. Mr. Little said this seems reasonable.

Ms. Simpson said that at Logan and Hughes six (6) feet from the hammerhead doesn't meet the setback. Mr. Brown said the platted in easement does meet the requirements for setbacks.

Ms. Simpson asked if they will be putting up privacy fences. Mr. Little said no.

Mr. Estell asked if a Certificate of Occupancy had been issued. Ms. Nephew said no.

Mayor Snider closed the Public Hearing at 6:55 p.m.

**Amendment to the Final Development Plan for Stone Creek Phase II. Discussion/Vote.**

Motion was made by Valorie Simpson and seconded by Jeff LaMontia to **deny** the Amendment to the Final Development Plan for Stone Creek Phase II.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Jeff LaMontia, Valorie Simpson, Joshua Breeze, Alderman David Keene, and Mayor Sam Snider.

**New Business**

Randy Brown will be meeting with Leonard Smith of Hogwild on Thursday, August 24, 2023 at City Hall.

**Unfinished Business**

None.

**Adjourn.**

Motion was made by Valorie Simpson and seconded by Alderman David Keene to Adjourn the meeting.

Motion carried with a vote of 6-0. Voting aye: Valorie Simpson, Derrick Estell, Alderman David Keene, Jeff LaMontia, Joshua Breeze, and Mayor Sam Snider.

Meeting Adjourned at 7:59 p.m.

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Valorie Simpson, Secretary

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Derrick Estell, Chairman

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Dona Slater, City Clerk