

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

May 23, 2023

7:00 p.m.

Willard City Hall

224 W. Jackson, Willard, MO

PLANNING AND ZONING MEMBERS

Terry Kathcart, Chairman

Valorie Simpson, Secretary

Mayor Samuel Snider

Jose Casanova

Jeff LaMontia

Burnis Coleman

Derrick Estell

Alderman David Keene

Scott Hayes, City Planner

www.cityofwillard.org

CITY OF WILLARD, MISSOURI

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Agenda Item #3

Agenda Amendments/Agenda Approval

CITY OF WILLARD
PLANNING AND ZONING
REGULAR MEETING
May 23, 2023
7:00 P.M.

Notice posted on May 22, 2023

Notice is hereby given that the City of Willard, Planning and Zoning Commission will conduct a regular meeting at 7:00 p.m., May 23, 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. Agenda Amendments/Agenda Approval.
4. Approval of the Minutes from the Meetings April 25, 2023, and May 16, 2023.
5. Citizen Input.
6. Discussion/Vote on the Final Plat and Final Development Plan for Hoffman Hills Phase I.
7. Discussion of Future Land Use Map.
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 #4

Approval of the Minutes from the April 25, 2023, Regular Session and the May 16, 2023, Special Session

CITY OF WILLARD, MISSOURI
PLANNING AND ZONING COMMISSION
REGULAR MEETING
APRIL 25, 2023
7:00 P.M.

Staff present: Interim City Administrator, Steve Bodenhamer; City Planner, Scott Hayes; Deputy City Clerk, Cheryl Richardson, and City Clerk, Dona Slater

Citizens present: Ronnie and Gypsy Todd, Mike and Becky Arner, Bryan and Lacey Martens, and Andrew Craighead.

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

Roll Call

Present: Valorie Simpson, Terry Kathcart, Derrick Estell, Burnis Coleman, Alderman David Keene, and Mayor Sam Snider. Absent: Jose Casanova and Jeff LaMontia.

Amendment to Agenda

Motion was made by Valerie Simpson and seconded by Derrick Estell to amend the agenda by moving line item 5 after line item 6.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Valorie Simpson, Terry Kathcart, Alderman Keene, Burnis Coleman, and Mayor Snider.

Approval of Agenda

Motion was made by Valerie Simpson and seconded by Derrick Estell to approve the agenda as amended.

Motion carried with a vote of 5-0. Voting aye: Derrick Estell, Valorie Simpson, Terry Kathcart, Alderman Keene, and Burnis Coleman. Mayor Snider abstained.

Approval of the Minutes from the Meeting March 28, 2023

Motion was made by Derrick Estell and seconded by Terry Kathcart to approve the Minutes from the Regular Meeting March 28, 2023.

Motion carried with a vote of 5-0. Voting aye: Derrick Estell, Valorie Simpson, Terry Kathcart, Alderman Keene, and Burnis Coleman. Mayor Snider abstained.

Citizen Input

Ronnie Todd, 5736 N. Charlotte Ave., said this is a private road maintained by the residents. They never received notification of meetings. He also stated he has seen people doing drugs on Charlotte Ave. twice. He said the gate at lift station B is being left open 24/7. They were told at the last meeting that the gate would be kept closed. Vehicles are still speeding on the road, but they are going so fast he can't get the truck numbers. He feels property values will go down because of the speeding and it is throwing rocks in the yards. He asks the Planning and Zoning Commission to investigate the matters of speed and safety.

Mike Arner, 5751 N. Charlotte Ave., said he spoke with Justin Robinson of the Public Works department and he was not pleased with how he was received by Mr. Robinson. Mr. Arner said he believes the speed limit should be 10 to 15 miles per hour. Mr. Robinson said it is 25 to 30 miles per hour. Mr. Arner state that if they are outside of their homes the trucks slow down but if they are inside the trucks speed.

Terry Kathcart recommends the homeowners in the City limits bring the issue to the Board of Aldermen and ask the speed limit to be changed. Mr. Arner said is a short gravel road and there should be no speeding anyway. He thinks the City feels if they are out of City Limits it doesn't give a crap about them. He also said he wants a privacy fence around lift station B. Mr. Kathcart commented that there are no site plans yet.

Bryan Martens, 5738 Charlotte Ave., asked why they need to go to the Board of Aldermen to get the speed limit changed to get City employees to slow down? He thinks the City should address this issue. Mr. Kathcart said he is merely making a suggestion as this board can't address this issue. It needs to go to the Aldermen and Board.

Mayor Snider stated there is obviously a problem with City employees. If it continues the citizens need to reach out to the City Administrator, Public Works Director, or the Mayor.

Mr. Bodenhamer said he appreciates and understands their concerns. He said we have several employees and that is why we need a truck number. He told the citizens to call City Hall when the speeding happens so we can investigate. If they wait several days, it is much harder to track down the employees speeding. He stated the City does care about county residents. The debate about the road is the county said it is a private road. The plat dedicates the road to county and public. If the City annexes the road, we can provide maintenance to it.

Mr. Kathcart said he is sympathetic to resident's concerns, but this is the wrong Board as they have no power to make changes. He also thanked citizens for their input and said this is how things get done.

Discussion/Vote on Rezone of North Charlotte Ave., Parcel #0726201092

Discussion was held.

Motion was made by Valerie Simpson and seconded by Burnis Coleman to table this agenda item.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Valerie Simpson, Terry Kathcart, Alderman Keene, Burnis Coleman, and Mayor Sam Snider.

Presentation on legal restraints and considerations in the decision-making process

Mr. Hayes gave a presentation and brief history of zoning. He said Comprehensive Plans update in 20-year cycles. The City's current Comprehensive Plan is from 2019. The City needs to decide what goals we have, what goals have been met and what goals have not been met. He is in the process of updating the Future Land Map.

Discussion of the 160 overlay

Discussion was held of the 160 overlay. Mr. Hayes said the overlay is not the issue. It is how it is presented in the City's Code that is the issue. He recommends re-writing Code to make this purely administrative as it is the job of the Planning and Zoning Commission to control the land use of the City.

Discussion of 433 W. Jackson property

Andrew Craighead has reached back out to the City. He wants to put up a building across from TR Fitness and needs to know what to submit for the building. He agrees with the 160 ruling but he is not going to build if he has to see a metal façade across the street. TR Fitness has not complied with the 160 overlay. Ms. Simpson said she remembers that landscaping was an absolute must for TR Fitness. This has not been done. Mr. Hayes said he needs to have proof of what façade TR Fitness was supposed to be, but he hasn't found anything. Mr. Kathcart asked for a motion for staff to re-write the City's Code.

Motion was made by Terry Kathcart and seconded by Valerie Simpson to review the 160 overlay and re-write the Code of Section 400.500.

Motion carried with a vote 6-0. Voting aye: Derrick Estell, Valerie Simpson, Terry Kathcart, Alderman David Keene, Burnis Coleman, and Mayor Sam Snider.

Discussion of preliminary plat approval periods

Discussion was held on the need to extend the period for preliminary plat approvals.

Discussion of Future Land Use Map

Mr. Hayes stated zoning code revisions are needed. Mr. Kathcart asked Mr. Hayes where he wants to start. Mr. Hayes said he is needing feedback from citizens and board members.

New Business.

Valerie Simpson's appointment to the Planning and Zoning Commission ends this April. She must be re-appointed by the Mayor. Mr. Simpson said she is willing to serve another term.

Mr. Bodenhamer stated that land use is extremely important. The land at AB and highway 160 has recently sold. Economic Development Director Greg Williams is talking to the new owners about intelligent design. We will put together capital plans for the sewer system to lift the moratorium on lift station B in 2024.

Unfinished Business.

None.

Adjourn.

Motion was made by Burnis Coleman and seconded by Derrick Estell to Adjourn.

Motion carried with a vote of 6-0. Voting aye: Derrick Estell, Valerie Simpson, Terry Kathcart, Burnis Coleman, Alderman David Keene, and Mayor Snider.

Meeting Adjourned at 9:45 p.m.

Valorie Simpson, Secretary

Terry Kathcart, Chairman

Attest: Dona Slater, City Clerk

CITY OF WILLARD, MISSOURI
PLANNING AND ZONING COMMISSION
SPECIAL MEETING
MAY 16, 2023
6:00 P.M.

Staff present: Interim City Administrator, Steve Bodenhamer; City Planner, Scott Hayes, and City Clerk, Dona Slater.

Citizens present: Mike and Becky Arner.

Meeting opened by Chairman Terry Kathcart at 6:00 p.m.

Roll Call

Present: Valorie Simpson, Terry Kathcart, Burnis Coleman, Alderman David Keene, Jeff LaMontia and Mayor Sam Snider. Absent: Jose Casanova and Derrick Estell.

Amendment to Agenda

Motion was made by Terry Kathcart and seconded by Burnis Coleman to amend the agenda by adding line item 3, Amendments to Agenda, and adding line item 6, Public Hearing.

Motion carried with a vote of 6-0. Voting aye: Valorie Simpson, Terry Kathcart, Alderman David Keene, Burnis Coleman, Jeff LaMontia, and Mayor Sam Snider.

Public Hearing regarding amendment to Section 400.460 of the City of Willard Municipal Code (“C-1” Neighborhood Business District)

The Public Hearing was opened at 6:03 p.m.

Discussion was made regarding striking line 11 from the current Code. Mr. Bodenhamer said this is only a request to modify the approved uses in C-1.

The Public Hearing was closed at 6:07 p.m.

Discussion/Vote to recommend an amendment to Section 400.460 of the City of Willard Municipal Code (“C-1” Neighborhood Business District)

Discussion was held.

Motion was made by Terry Kathcart and seconded by Valerie Simpson to recommend an amendment to Section 400.460 if the City of Willard Municipal Code (“C-1” Neighborhood Business District).

Motion carried with a vote of 6-0. Voting aye: Jeff LaMontia, Valorie Simpson, Terry Kathcart, Alderman David Keene, Burnis Coleman, and Mayor Sam Snider.

Public Hearing regarding re-zoning of North Charlotte Ave., Greene County Parcel #0726201092 from “R-1” Single Family Residential to “C-1” Neighborhood Business District

The Public Hearing was opened at 6:15 p.m.

Mike Arner showed photos taken on his phone of flooding damage on Charlotte due to culverts being clogged. Mr. Bodenhamer said if the street is annexed into the City these issues will be addressed.

The Public Hearing was closed at 6:15 p.m.

Discussion/Vote on Rezone of North Charlotte Ave., Greene County Parcel #0726201092 from “R-1” Single Family Residential to “C-1” Neighborhood Business District

Discussion was held.

Motion was made by Alderman Keene and seconded by Burnis Coleman to approve the re-zone of North Charlotte Ave., Greene County Parcel #0726201092 from “R-1” Single Family Residential to “C-1” Neighborhood Business District.

Motion carried with a vote of 6-0. Voting aye: Valorie Simpson, Terry Kathcart, Alderman David Keene, Burnis Coleman, Jeff LaMontia, and Mayor Sam Snider.

Adjourn.

Motion was made by Terry Kathcart and seconded by Burnis Coleman to Adjourn.

Motion carried with a vote of 6-0. Voting aye: Valorie Simpson, Terry Kathcart, Burnis Coleman, Alderman David Keene, Jeff LaMontia, and Mayor Snider.

Meeting Adjourned at 6:27 p.m.

Valorie Simpson, Secretary

Terry Kathcart, Chairman

Attest: Dona Slater, City Clerk

CITY OF WILLARD, MISSOURI

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Agenda Item #6

Discussion/Vote on the Final Plat and Final Development Plan for Hoffman Hills Phase I

Final Plat and Development Plan Request Background Report

Applicant: Stephanie Stenger / Hoffman Hills Development, LLC

Address: 500 E New Melville

Parcel ID: 0736200001

Current Zoning: PD 2023-1

Background:

The applicant has requested for review and approval of the Final Plat for Hoffman Hills Phase 1 Subdivision. The developer has completed improvements for the phase 1 area which includes streets, sewer, water, gas, electric, and sidewalks. Staff has observed and reviewed sewer and water testing and our engineers have conducted a final walkthrough of the subdivision to address any corrections that needed to be made. A Final Development Plan has also been submitted which meets the requirements of Section 400.510 and can be provided for your review upon request. Further changes from the Preliminary Plans to the Final Plans are noted below:

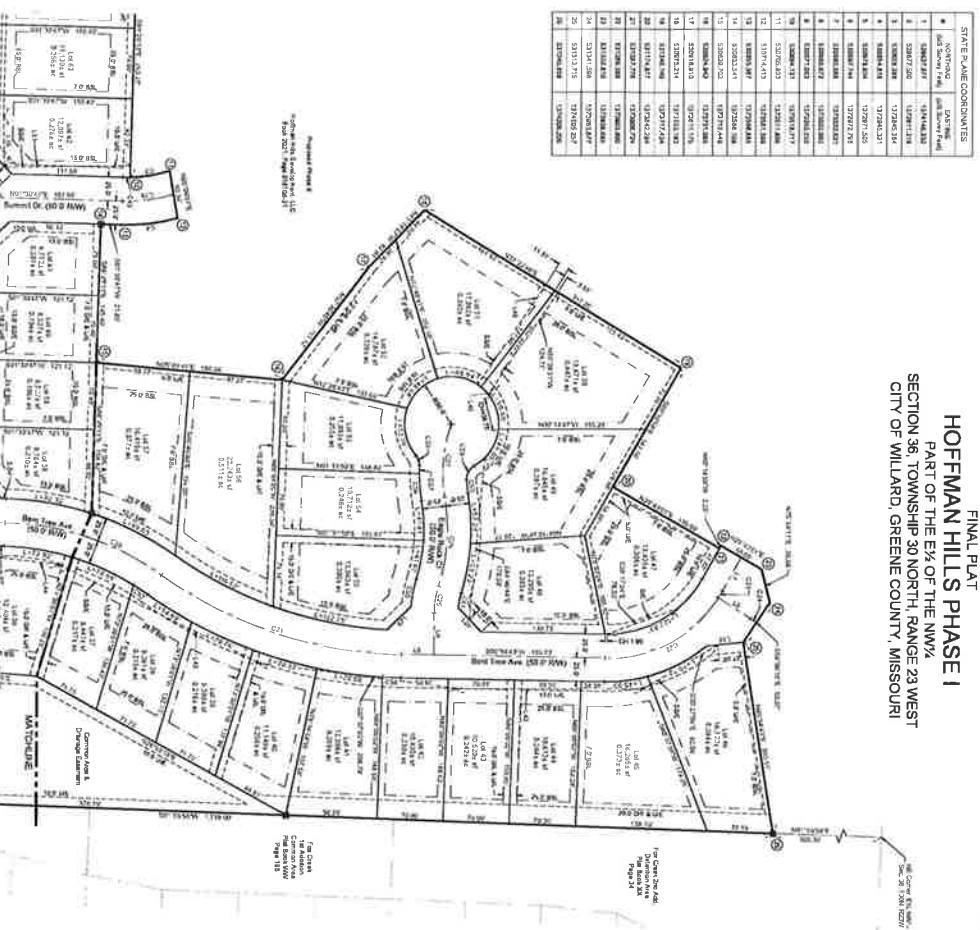
Changes from the Preliminary Plat to the Final Plat include:

1. The locations of the two stormwater basin areas, identified in the preliminary plat, were consolidated into a single detention basin located south of Osage Street in the southeast common area of Phase I.
2. Patio home lots 10 through 13 were shifted southwest along Stone Creek Road to provide room for the Phase I detention basin

Staff would recommend approval of this item.

FINAL PLAN HOFFMAN HILLS PHASE I PART OF THE E½ OF THE NW¼ SECTION 36, TOWNSHIP 30 NORTH, RANGE 23 WEST CITY OF WILLARD, GREENE COUNTY, MISSOURI

LINE TABLE	LINE TABLE
1. 0+00 to 0+50.00 2. 0+50.00 to 1+00.00 3. 1+00.00 to 1+50.00 4. 1+50.00 to 2+00.00 5. 2+00.00 to 2+50.00 6. 2+50.00 to 3+00.00 7. 3+00.00 to 3+50.00 8. 3+50.00 to 4+00.00 9. 4+00.00 to 4+50.00 10. 4+50.00 to 5+00.00 11. 5+00.00 to 5+50.00 12. 5+50.00 to 6+00.00 13. 6+00.00 to 6+50.00 14. 6+50.00 to 7+00.00 15. 7+00.00 to 7+50.00 16. 7+50.00 to 8+00.00 17. 8+00.00 to 8+50.00 18. 8+50.00 to 9+00.00 19. 9+00.00 to 9+50.00 20. 9+50.00 to 10+00.00 21. 10+00.00 to 10+50.00 22. 10+50.00 to 11+00.00 23. 11+00.00 to 11+50.00 24. 11+50.00 to 12+00.00 25. 12+00.00 to 12+50.00 26. 12+50.00 to 13+00.00 27. 13+00.00 to 13+50.00 28. 13+50.00 to 14+00.00 29. 14+00.00 to 14+50.00 30. 14+50.00 to 15+00.00 31. 15+00.00 to 15+50.00 32. 15+50.00 to 16+00.00 33. 16+00.00 to 16+50.00 34. 16+50.00 to 17+00.00 35. 17+00.00 to 17+50.00 36. 17+50.00 to 18+00.00 37. 18+00.00 to 18+50.00 38. 18+50.00 to 19+00.00 39. 19+00.00 to 19+50.00 40. 19+50.00 to 20+00.00 41. 20+00.00 to 20+50.00 42. 20+50.00 to 21+00.00 43. 21+00.00 to 21+50.00 44. 21+50.00 to 22+00.00 45. 22+00.00 to 22+50.00 46. 22+50.00 to 23+00.00 47. 23+00.00 to 23+50.00 48. 23+50.00 to 24+00.00 49. 24+00.00 to 24+50.00 50. 24+50.00 to 25+00.00 51. 25+00.00 to 25+50.00 52. 25+50.00 to 26+00.00 53. 26+00.00 to 26+50.00 54. 26+50.00 to 27+00.00 55. 27+00.00 to 27+50.00 56. 27+50.00 to 28+00.00 57. 28+00.00 to 28+50.00 58. 28+50.00 to 29+00.00 59. 29+00.00 to 29+50.00 60. 29+50.00 to 30+00.00 61. 30+00.00 to 30+50.00 62. 30+50.00 to 31+00.00 63. 31+00.00 to 31+50.00 64. 31+50.00 to 32+00.00 65. 32+00.00 to 32+50.00 66. 32+50.00 to 33+00.00 67. 33+00.00 to 33+50.00 68. 33+50.00 to 34+00.00 69. 34+00.00 to 34+50.00 70. 34+50.00 to 35+00.00 71. 35+00.00 to 35+50.00 72. 35+50.00 to 36+00.00 73. 36+00.00 to 36+50.00 74. 36+50.00 to 37+00.00 75. 37+00.00 to 37+50.00 76. 37+50.00 to 38+00.00 77. 38+00.00 to 38+50.00 78. 38+50.00 to 39+00.00 79. 39+00.00 to 39+50.00 80. 39+50.00 to 40+00.00 81. 40+00.00 to 40+50.00 82. 40+50.00 to 41+00.00 83. 41+00.00 to 41+50.00 84. 41+50.00 to 42+00.00 85. 42+00.00 to 42+50.00 86. 42+50.00 to 43+00.00 87. 43+00.00 to 43+50.00 88. 43+50.00 to 44+00.00 89. 44+00.00 to 44+50.00 90. 44+50.00 to 45+00.00 91. 45+00.00 to 45+50.00 92. 45+50.00 to 46+00.00 93. 46+00.00 to 46+50.00 94. 46+50.00 to 47+00.00 95. 47+00.00 to 47+50.00 96. 47+50.00 to 48+00.00 97. 48+00.00 to 48+50.00 98. 48+50.00 to 49+00.00 99. 49+00.00 to 49+50.00 100. 49+50.00 to 50+00.00	1. 0+00 to 0+50.00 2. 0+50.00 to 1+00.00 3. 1+00.00 to 1+50.00 4. 1+50.00 to 2+00.00 5. 2+00.00 to 2+50.00 6. 2+50.00 to 3+00.00 7. 3+00.00 to 3+50.00 8. 3+50.00 to 4+00.00 9. 4+00.00 to 4+50.00 10. 4+50.00 to 5+00.00 11. 5+00.00 to 5+50.00 12. 5+50.00 to 6+00.00 13. 6+00.00 to 6+50.00 14. 6+50.00 to 7+00.00 15. 7+00.00 to 7+50.00 16. 7+50.00 to 8+00.00 17. 8+00.00 to 8+50.00 18. 8+50.00 to 9+00.00 19. 9+00.00 to 9+50.00 20. 9+50.00 to 10+00.00 21. 10+00.00 to 10+50.00 22. 10+50.00 to 11+00.00 23. 11+00.00 to 11+50.00 24. 11+50.00 to 12+00.00 25. 12+00.00 to 12+50.00 26. 12+50.00 to 13+00.00 27. 13+00.00 to 13+50.00 28. 13+50.00 to 14+00.00 29. 14+00.00 to 14+50.00 30. 14+50.00 to 15+00.00 31. 15+00.00 to 15+50.00 32. 15+50.00 to 16+00.00 33. 16+00.00 to 16+50.00 34. 16+50.00 to 17+00.00 35. 17+00.00 to 17+50.00 36. 17+50.00 to 18+00.00 37. 18+00.00 to 18+50.00 38. 18+50.00 to 19+00.00 39. 19+00.00 to 19+50.00 40. 19+50.00 to 20+00.00 41. 20+00.00 to 20+50.00 42. 20+50.00 to 21+00.00 43. 21+00.00 to 21+50.00 44. 21+50.00 to 22+00.00 45. 22+00.00 to 22+50.00 46. 22+50.00 to 23+00.00 47. 23+00.00 to 23+50.00 48. 23+50.00 to 24+00.00 49. 24+00.00 to 24+50.00 50. 24+50.00 to 25+00.00 51. 25+00.00 to 25+50.00 52. 25+50.00 to 26+00.00 53. 26+00.00 to 26+50.00 54. 26+50.00 to 27+00.00 55. 27+00.00 to 27+50.00 56. 27+50.00 to 28+00.00 57. 28+00.00 to 28+50.00 58. 28+50.00 to 29+00.00 59. 29+00.00 to 29+50.00 60. 29+50.00 to 30+00.00 61. 30+00.00 to 30+50.00 62. 30+50.00 to 31+00.00 63. 31+00.00 to 31+50.00 64. 31+50.00 to 32+00.00 65. 32+00.00 to 32+50.00 66. 32+50.00 to 33+00.00 67. 33+00.00 to 33+50.00 68. 33+50.00 to 34+00.00 69. 34+00.00 to 34+50.00 70. 34+50.00 to 35+00.00 71. 35+00.00 to 35+50.00 72. 35+50.00 to 36+00.00 73. 36+00.00 to 36+50.00 74. 36+50.00 to 37+00.00 75. 37+00.00 to 37+50.00 76. 37+50.00 to 38+00.00 77. 38+00.00 to 38+50.00 78. 38+50.00 to 39+00.00 79. 39+00.00 to 39+50.00 80. 39+50.00 to 40+00.00 81. 40+00.00 to 40+50.00 82. 40+50.00 to 41+00.00 83. 41+00.00 to 41+50.00 84. 41+50.00 to 42+00.00 85. 42+00.00 to 42+50.00 86. 42+50.00 to 43+00.00 87. 43+00.00 to 43+50.00 88. 43+50.00 to 44+00.00 89. 44+00.00 to 44+50.00 90. 44+50.00 to 45+00.00 91. 45+00.00 to 45+50.00 92. 45+50.00 to 46+00.00 93. 46+00.00 to 46+50.00 94. 46+50.00 to 47+00.00 95. 47+00.00 to 47+50.00 96. 47+50.00 to 48+00.00 97. 48+00.00 to 48+50.00 98. 48+50.00 to 49+00.00 99. 49+00.00 to 49+50.00 100. 49+50.00 to 50+00.00



STATE PLAT CONSIDERATION

BOUNDARY DESCRIPTION

CERTIFICATE OF OWNERSHIP AND DEDICATION

ACKNOWLEDGEMENT

CERTIFICATE OF APPROVAL - PLANNING AND ZONING COMMISSION

CERTIFICATE OF APPROVAL - BOARD OF ALDERMEN

RECORDERS CERTIFICATE

CERTIFICATE OF SURVEY AND ACCURACY

REVISIONS

NO.	DATE	REVISION DESCRIPTION
1		

**FINAL PLAN
HOFFMAN HILLS PHASE I
PART OF THE E½ OF THE NW¼, SECTION 36, T-30-N, R-23-W
WILLARD, MISSOURI**

2023

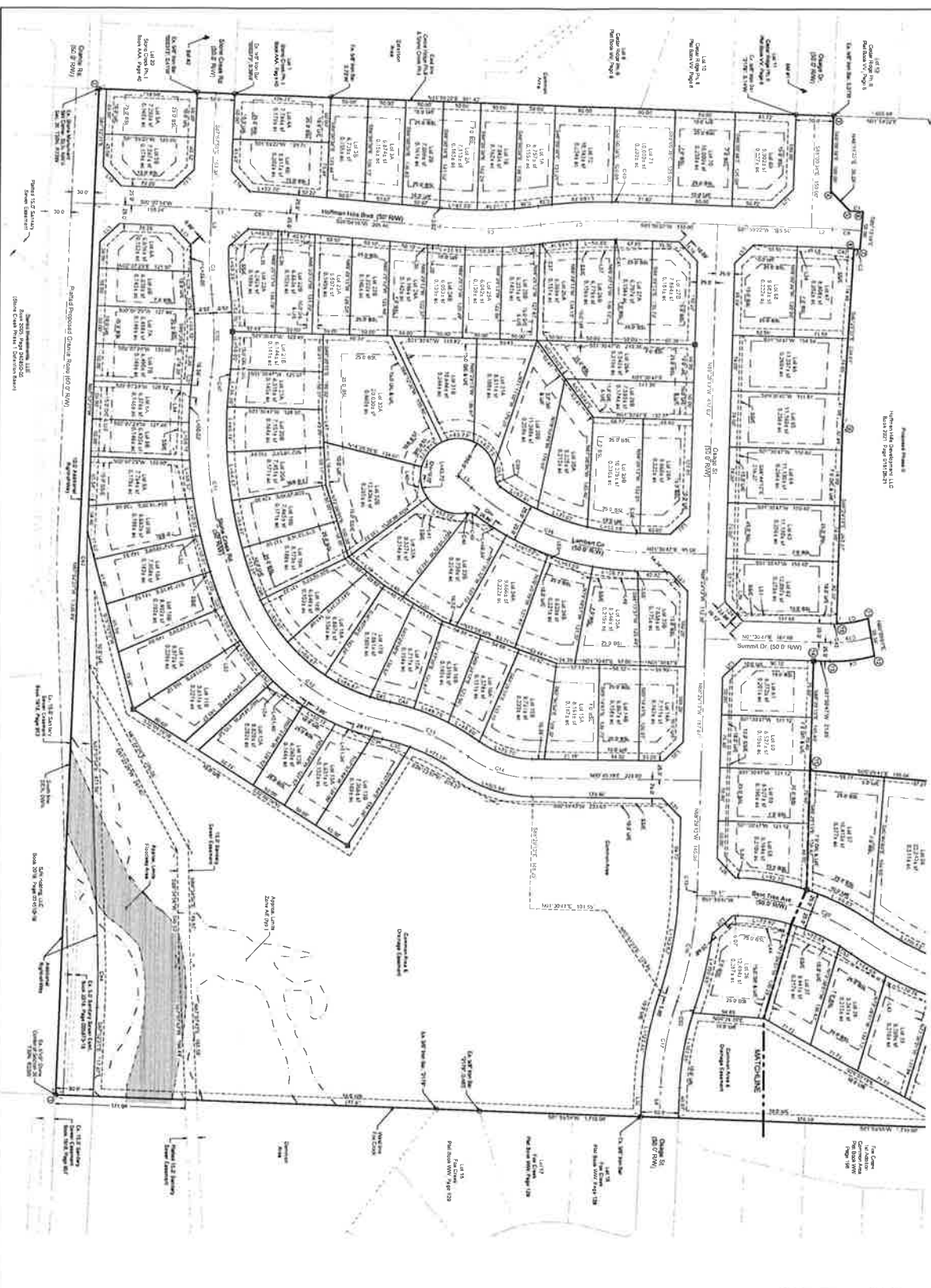
PREPARED FOR
Hoffman Hills Development, LLC
503 S. Lewis Street
Springfield, MO 65703

PREPARED BY
Olsson
503 S. Lewis Street
Springfield, MO 65703

olsson

Olsson, Inc. • Survey Station, Civil/Architectural/ES&C
503 S. Lewis Street
Springfield, MO 65703

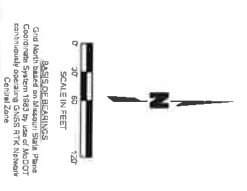
FINAL PLAT
HOFFMAN HILLS PHASE I
 PART OF THE E½ OF THE NW¼
 SECTION 36, TOWNSHIP 30 NORTH, RANGE 23 WEST
 CITY OF WILLARD, GREENE COUNTY, MISSOURI



PREPARED FOR
 Mr. & Mrs. J. R. Smith
 500 S. Main Street
 Springfield, MO 65810

PREPARED BY
 J. R. Smith
 500 S. Main Street
 Springfield, MO 65810

- LEGEND**
- Proposed Easement (See Record)
 - Easement
 - Set 1/2' from utility pole, 1'-0" from building
 - Building Setback, 1'-0"
 - Change Easement
 - Utility Easement



FINAL PLAT HOFFMAN HILLS PHASE I PART OF THE E½ OF THE NW¼, SECTION 36, T-30-N, R-23-W WILLARD, GREENE COUNTY, MISSOURI		2023	REVISIONS
WILLARD, MISSOURI	2 of 2		

