

CITY OF WILLARD, MISSOURI
PLANNING AND ZONING COMMISSION
REGULAR MEETING
FEBRUARY 27, 2024
6:00 P.M.

Staff present: Interim City Administrator, Donna Stewart, Planning and Development Director, Mike Ruesch, Planning Assistant, Tammy Nephew, and City Clerk, Dona Slater.

Attendees: Larry Whitman

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

Pledge of Allegiance

Mr. Kathcart led the Pledge of Allegiance.

Roll Call

The City Clerk conducted the Roll Call.

Present: Terry Kathcart, Valorie Simpson, Jeff LaMontia, Joshua Breeze, Steve Cobb, Alderman David Keene, David Kinsman, and Mayor Sam Baird.

Not present: Burnis Coleman.

Agenda Amendments/Agenda Approval

Motion was made by Terry Kathcart and seconded by Valorie Simpson to approve the agenda as written.

Motion carried with a vote of 8-0. Voting aye: Valorie Simpson, Jeff LaMontia, Joshua Breeze, Terry Kathcart, David Kinsman, Steve Cobb, Alderman David Keene, and Mayor Sam Baird.

Approval of the Minutes from the Regular Meeting January 23, 2024

Valorie Simpson requested the Minutes be amended by removing Mr. Bodenhamer's name because he was not at the meeting.

Motion was made by Mayor Sam Baird and seconded by Valorie Simpson to approve the minutes from January 23, 2024, as amended.

Motion carried with a vote of 8-0. Voting aye: Valorie Simpson, Jeff LaMontia, Joshua Breeze, Steve Cobb, Mayor Sam Baird, Alderman David Keene, David Kinsman, and Terry Kathcart.

Citizen Input

None.

Future Land Use Survey Results

Mr. Ruesch and Ms. Nephew presented slides of the results of the survey to the Commission. Mr. Ruesch said he would like the Commission's opinion on having the Future Use Survey drawn up as a Future Master Plan. A new survey could be put out to citizens every three to five years and update the Future Plan. This would also help developers. Out of 150 survey respondents, 103 said we need small local businesses, entertainment, shopping centers, and grocery stores. Ms. Simpson said she agrees with the survey that we need more green spaces and parks. Willard has open and developable land. Mr. Kathcart said the city has prime real estate on the highway 160 corridor. Mr. Ruesch said we can do a better job of spotlighting what is here. Mr. Kathcart said we need to get people to stop talking about what Willard was and talk about moving Willard forward.

Building Code Adoption

1. 705.365 Inflow and Infiltration (I&I). Discussion/Vote

Mr. Ruesch said according to our contract with Springfield for wastewater, we are required to have an Inflow and Infiltration Plan. He is attempting to produce this plan. Forty percent (40%) of the water sent to Springfield is groundwater. A plan will reduce the amount of groundwater sent to Springfield and will save the city money. Homes will be inspected by Public Works employees, and they will inform the homeowner if something needs to be fixed. He has not forwarded this plan to the City Attorney yet.

Motion was made by Mayor Sam Baird and seconded by Valorie Simpson to move forward with the I&I Code policy changes pending the review and amendments of the City Attorney.

Motion carried with a vote of 8-0. Voting aye: Terry Kathcart, Alderman David Keene, Valorie Simpson, Jeff LaMontia, Joshua Breeze, Mayor Sam Baird, David Kinsman, and Steve Cobb.

2. 500.010-500.100 Building Codes. Discussion/Vote

Mr. Ruesch said we are currently on 2012 Building Codes, and he is looking to adopt the 2018 Building Codes. He said there will be amendments. He will draft a letter to design professionals and contractors in the area stating that as of a certain date we will be on the 2018 Building Codes and the changes to design and inspections they will be required to show. This will update our standards to what other cities are using.

Mayor Sam Baird left the meeting at 7:39 p.m.

Motion was made by Alderman David Keene and seconded by Steve Cobb to adopt and amend changes to the Building Code.

Motion carried with a vote of 7-0. Voting aye: Alderman David Keene, Valorie Simpson, Jeff LaMontia, Joshua Breeze, David Kinsman, Terry Kathcart, and Steve Cobb.

3. 400.510 Planned Development. Discussion

Mr. Ruesch said that the Planned Development the City currently has gives the developer the opportunity to have smaller lot sizes and that is it. They would give a little bit of open space back and most of the time the space is unbuildable or drainage detention. The Ordinance allows them to establish an HOA, and maintain it themselves, or they can dedicate it back to the city to maintain. This is a rezone. A Planned Development Ordinance will be beneficial for the city. Developers will have to show details. The current Ordinance needs to be changed. Zoning will not be approved until the final plat goes to the Board of Aldermen. Ms. Simpson stated that final plats must come back to the Planning and Zoning Commission for approval before they can be presented to the Board of Aldermen. Ms. Simpson said backyards need to be bigger than ten feet and no mobile homes are allowed inside the city limits. She also said there are no regulations on Air BnBs.

New Business

Mr. Ruesch will bring fee schedules to the Commission. He is proposing to change permitting and raise fees. Mr. Kathcart asked what the current fees are, but Mr. Ruesch didn't have them with him. Mr. Ruesch will be talking to an engineer about studies that have been done. He is looking at changing a lot of codes and will be bringing them to the Planning and Zoning Commission.

Unfinished Business

None.

Adjourn.

Motion was made by Valorie Simpson and seconded by Jeff LaMontia to Adjourn the meeting.

Motion carried with a vote of 7-0. Voting aye: Valorie Simpson, Jeff LaMontia, Joshua Breeze, Terry Kathcart, Alderman David Keene, Steve Cobb, and David Kinsman.

The meeting Adjourned at 8:12 p.m.

Valorie Simpson, Secretary

Terry Kathcart, Chairman

Attest: _____
Dona Slater, City Clerk