

CITY OF WILLARD, MISSOURI  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING  
APRIL 16, 2024  
6:00 P.M.  
224 W. JACKSON ST., WILLARD, MO

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

Attendees: Larry Jones

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 Burnis Coleman

Not present: Mayor Sam Baird

**Agenda Amendments/Agenda Approval**

Motion was made by Valorie Simpson and seconded by Burnis Coleman 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 Burnis Coleman.

**Approval of the Minutes from the Regular Meeting March 26, 2024**

Motion was made by David Keene and seconded by Terry Kathcart to approve the minutes from March 26, 2024.

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

**Citizen Input**

None.

**Highway 160 Corridor. Discussion**

Mr. Ruesch said this is an overlay zone with design standards for commercial businesses. ATM Square will be coming in for a final plat soon. He wants to define what the overlay needs. It is currently pretty vague. It talks about design and appearance. He wants to give the developers an idea of what we want. We want buildings to be dressed up with no sheet metal facing highway 160. He asked if the Commission likes the way the zone is currently written. Mr. Kathcart asked how we can address the fact that the back of the ATM Square businesses will face highway 160. Ms. Simpson said we can make them turn the buildings to face 160. She said she would like to see a little stronger language and expand a little bit on what we want. Signage was discussed. The consensus of the Commission is they would like to see cluster signs. Mr. Ruesch will adjust the language and define off-premises signs. He asked how they would like to address auto businesses that will have vehicles sitting around. Mr. Cobb said they could use fences. Ms. Simpson said they could use landscaping. Mr. Kathcart asked if we need a provision for temporary banners such as campaign signs. Mr. Ruesch said they are allowed with permission of the owners. Mr. Kathcart and Ms. Simpson said the intent

was not to outlaw banners but to not have blinking, electric signs on wheels. Ms. Simpson said she would like better wording describing what we are looking for and would like to see more buildings like the one at Edward Jones. Mr. Cobb said he doesn't want such strong language that we chase businesses away. Mr. Ruesch said if the businesses want to come, they will regardless of the language. Exterior facades were discussed. He said developers will submit architectural designs in color.

### **Mixed Use. Discussion**

Mr. Cobb asked about the maintenance of walking trails. Mr. Ruesch said this falls on the city. Mr. Cobb would like the trails to be concrete. Mr. Ruesch said he will scratch asphalt from the Mixed-use District for trails. Mr. Kathcart said if it becomes cost prohibitive, developers will not put in trails. If trails are installed by Willard standards, then the city can take them over, otherwise they must be maintained by the HOA. Ms. Simpson referred to page 5 section K that refers to section L and said there is no section L. Mr. Ruesch said he thinks bonus density is section L. 7,000 square foot lots will be ok. Mr. Ruesch gave a list of approved plants for parks. Additional sidewalks (on both sides of the streets) have been added to the bonus density program. He said the flow will start with a staff developer meeting, then recommended as a conceptual plan to the Planning Commission, if approved it will go to the Board of Aldermen and if they approve it will go to construction drawings. It will come back to the Planning Commission for the final plat. Mr. Ruesch will finalize this Mixed-Use District and take it to the Board of Aldermen for approval.

### **Homeowner's Association (HOA). Discussion**

Mr. Ruesch said he will try to set up quarterly, city wide meetings with the presidents of the Home Owner's Associations (HOA). Ms. Nephew has put together a spreadsheet of all HOAs in Willard with contact information. He has put together a template that can be used to set up HOAs. They cannot dissolve without approval from the city. Mr. Kathcart said there is a national website for HOAs. Mr. Ruesch said the State of Missouri has a good website as well. The consensus of the Commission is to move forward with the meetings.

### **New Business**

Mr. Ruesch said there is a lot in the pipeline that will be coming to the Commission such as landscaping, variances and changes in the R1 zone. Storage units have been taken out of the city code. He would like to reinsert this. He will also be looking at the animal ordinances and dedicated land.

### **Unfinished Business**

Mr. Ruesch said the Inflow and Infiltration has been totally restructured by the attorney's office. He will submit it to the Board of Aldermen at their next meeting.

### **Adjourn.**

Motion was made by Burnis Coleman and seconded by Terry Kathcart to adjourn the meeting.

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

The meeting Adjourned at 7:13 p.m.

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Valorie Simpson, Secretary

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Terry Kathcart, Chairman

Attest: \_\_\_\_\_  
Dona Slater, City Clerk