

**PLANNING AND ZONING
MEETING MINUTES
March 22, 2016**

The Planning and Zoning Commission met for their regular meeting on March 22, 2016 at 6:00 p.m. at Marshfield City Hall, 798 S. Marshall in Marshfield, MO.

PUBLIC HEARING – A Public Hearing was called to order at 6:00 p.m. upon the application of Friends of Hidden Waters for a Conditional Use. Chairman Bill Tierney asked if anyone wanted to speak for or against the application. Kathy Mukaluk, Treasurer for Friends of Hidden Waters, stated that the Friends of Hidden Waters Park would like to turn the existing house on the edge of the park property into a Park Visitor/Education Center. With no other citizens wishing to speak, the Public Hearing was closed at 6:01 p.m.

PUBLIC HEARING – A Public Hearing was called to order at 6:01 p.m. upon the application of Marshfield Senior Center for a Conditional Use. Chairman Bill Tierney asked if anyone wanted to speak for or against the application. Harold Legan with Marshfield Senior Center requested that a Conditional Use be granted for construction of new Senior Center at 427 W. Washington St. With no other citizens wishing to speak, the Public Hearing was closed at 6:02 p.m.

PUBLIC HEARING – A Public Hearing was called to order at 6:02 p.m. upon the application of Heart and Home for Children, Inc. for a Conditional Use. Kellie Farmer requested a Conditional Use be granted for a children's foster home at 310 N. Marshall St. With no other citizens wishing to speak, the Public Hearing was closed at 6:03 p.m.

CALL TO ORDER – Chairman Bill Tierney called the meeting to order at 6:04 p.m. Present were Chairman Bill Tierney, Vice Chair Steve Deckard, Margaret Boone, Susan McCarver, Mike Weaver, Van Revell, Alderman Rob Foster and Mayor Robert Williams. Absent: None

Staff Present was Deputy City Administrator Sam Rost and Building Inspector Britt Hume.

MISSION STATEMENT – Chairman Bill Tierney read the mission statement.

MINUTES – Mike Weaver made a motion to approve the minutes of February 23, 2016. Margaret Boone seconded the motion. The motion passed with eight ayes. Voting aye:

Tierney, Deckard, Boone, McCarver, Weaver, Revell, Foster and Williams. Nay: None.
Absent: None.

REZONING REQUESTS:

- **PROPOSED REZONING OF 1240 SPUR DRIVE R-1 to B-3. WEBSTER ELECTRIC COOPERATIVE, INC.**

Mark Sprecker, representing Webster Electric and speaking for Curtis Holland who could not attend the meeting, asked that the property be rezoned to B-3 in accordance with the City Comprehensive Plan and in relation to the neighboring properties. Rob Foster made a motion to recommend approval of the rezoning request to the Board of Aldermen. Van Revell seconded the motion. The motion passed with eight ayes. Voting aye: Tierney, Deckard, Boone, McCarver, Weaver, Revell, Foster and Williams. Nay: None. Absent: None.

CONDITIONAL USE REQUESTS:

- **CONDITIONAL USE REQUEST FOR A PARK VISITOR CENTER LOCATED A 720 HUBBLE DRIVE.**

Deputy City Administrator Sam Rost explained that a Conditional Use is required by the City Zoning Code for the requested Park Visitor Center. Steve Deckard made a motion to approve the Conditional Use Request for a Park Visitor Center at 720 Hubble Drive. Mike Weaver seconded the motion. The motion passed with eight ayes. Voting aye: Tierney, Deckard, Boone, McCarver, Weaver, Revell, Foster and Williams. Nay: None. Absent: None.

- **CONDITIONAL USE REQUEST FOR CONSTRUCTION OF A SENIOR CENTER LOCATED AT 427 W. WASHINGTON ST.**

Deputy City Administrator Sam Rost explained that a Conditional Use is required by the City Zoning Code for the requested Senior Center. Margaret Boone made a motion to approve the Conditional Use Request for construction of a Senior Center at 427 W. Washington St. Susan McCarver seconded the motion. The motion passed with eight ayes. Voting aye: Tierney, Deckard, Boone, McCarver, Weaver, Revell, Foster and Williams. Nay: None. Absent: None.

- **CONDITIONAL USE REQUEST FOR A CHILDREN'S HOME LOCATED AT 310 N. MARSHALL ST.**

City Building Inspector Britt Hume explained that for Heart and Home for Children, Inc. to be compliance with State regulations they had to be in compliance current City zoning and building codes. City staff had performed an inspection of the building and there were a few minor issues to be addressed from the building code standpoint, as well as needing a Conditional Use to be in compliance with zoning code. The Commission questioned existing parking, the number of children that would stay at the home and their length of stay. Kelli Farmer, of Heart and Home for Children Inc., explained the day to day operation of the home, the need for

a foster care facility for emergency basis and that the children could be either long or short term residents of the home. The Commission questioned the ages of children staying at the home and what would be done concerning security for the children and for the neighborhood. Ms. Farmer explained the children would be screened via a questioning process before coming to the home and staff would also provide counseling. Irene Morelock, Executive Director of the home, explained that staff were trained in de-escalating potential problems and that parents looking for their children that have been taken into foster care will not be provided with the address of the home. Ms. Morelock also stated that problem children can be moved to other facilities if necessary. Discussion was held concerning what contingencies should be stated for approval. Rob Foster made a motion to approve the Conditional Use Request contingent on the Conditional Use applying only to Heart and Home for Children, Inc. as long as they owned and operated the property as described by Ms. Farmer and staff. Steve Deckard seconded the motion. The motion passed with eight ayes. Voting aye: Tierney, Deckard, Boone, McCarver, Weaver, Revell, Foster and Williams. Voting nay: None. Absent: None.

PLATS & REPLATS: None

DISCUSSION ON DEVELOPMENT OF PROPERTY LOCATED AT W. MCVAY & S. BUFFALO – Tim Busch spoke on his desire to build two duplexes on a lot located at this location after a re-plat was made of the property. He stated that if he divided the property with an east to west line then he would need a variance granted because the lots would be 4' feet short the minimum lot width requirement and that he would like to divide the property with a north to south line with a 25' foot easement across the north side of the east lot so the west lot has access. Phil Joyce, who owns an adjacent lot, stated that he believed a deeded right of way existed across the north half and west side of the subject lots. Discussion was held concerning access and land locking of some of the adjacent lots and the existing private drive on the east side of the subject lots. The Commission recommended that Mr. Busch research the project more and discuss with City staff before going further with the re-plat.

LONG TERM ZONING OF W. JACKSON STREET – Phil Joyce read a statement expressing his desire to see W. Jackson St. zoned for businesses in the future. He stated that there were currently many businesses along Jackson St. and it would be good for business owners and for the City to have W. Jackson zoned for business rather than residential. Sam Rost explained to the Commission that the Board of Aldermen had referred to the Planning and Zoning Commission for their recommendation as to what the length of W. Jackson St. should be zoned. The Commission discussed the Comprehensive Plan's projection for residential zoning along W. Jackson, the need for more defined zoning districts, the current existing spot zoned properties on W. Jackson and that spot zoning needed to cease in the City of Marshfield. Phil Joyce questioned that since more than half of the properties along Jackson are rentals, then wouldn't that

be considered commercial use. Mayor Williams stated that it was not considered commercial but residential. Mayor Williams stated that criteria for a specific zoning district for W. Jackson St. needs to be developed. David Robertson, who lives on W. Washington St., stated that the current zoning of W. Jackson St. is good as is, and that public input should be allowed beyond the required 185' limit set by City Code. Mr. Robertson also said that there was no need for more business buildings as there were too many empty ones already in the City and the need to stop spot zoning. Don Stockton, a resident of W. Jackson, stated that there wasn't very many businesses on W. Jackson. Mr. Stockton asked what the current Comprehensive Plan called for. Chairman Tierney explained that the current Comprehensive Plan calls for residential zoning along W. Jackson St. Mr. Stockton expressed that the current zoning should not change. Donna Lewis, resident of W. Jackson St., stated to the Commission that spot zoning should stop in the City of Marshfield.

DISCUSSION ON CITY SIGN ORDINANCE REVISION – Dan Difranco, owner of 417 Satellite, spoke to the Commission concerning his desire to see the temporary sign ordinance changed to permit the placing of business signs on properties where his company has made an installation. Building Inspector Britt Hume explained the current sign ordinance permits construction and real estate signs with applicable display periods. Discussion was held concerning display periods, number of signs erected, and whether a building permit would be required to meet the definition of construction. The Commission also discussed the regulations pertaining to garage sale signs, security signs, and lawn mowing company signs. Mr. Difranco stated that the placement of his signs has been effective advertising. The Commission requested that the sign ordinance be looked into further and brought back to the next meeting.

ZONING CODE AMENDMENTS:

- **ZONING CODE AMENDMENT CASE NO. 2014-01 DISCUSSION**

Proposed Amendments to Section 410-110 Parking Requirements – To allow vehicle parking within the designated front yard setback area in all districts.

Steve Deckard explained to the Commission that the City of Ozarks parking requirements address many current situations in the City of Marshfield and suggested the adopting of drawings that illustrate parking requirements. Jackson street parking was discussed as well as hard surfacing types and when required. The Commission agreed that Van Revell would revise the City of Ozark's parking requirements to fit the City of Marshfield and bring back to next meeting.

DISCUSSION ON COMPREHENSIVE PLAN: Discussion was held concerning annexing requirements and that the Comprehensive Plan could cover future City limit projections. Discussion was held concerning current zoning in relation to the Comprehensive Plan and spot zoning verses blanket zoning. Mayor Williams reiterated the need to define more zoning districts with definitions. Mayor Williams updated the Commission on the square improvements, Jackson St. resurfacing, Activity Center site selection and the ongoing City/Mo-Dot meetings. He also shared with the Commission

that numerous area organizations have joined together the Community Foundation of the Ozarks and would be issuing a grant to help a city with economic development. He mentioned that the City of Marshfield was in a good position to receive the grant.

FUTURE AGENDA ITEMS: Temporary sign ordinance, development of W. McVay & S. Buffalo property and parking requirements.

ADJOURN – With no other business before the Commission, Margaret Boone made a motion to adjourn at 7:57 p.m. Mike Weaver seconded the motion. The motion passed with eight ayes. Voting aye: Tierney, Deckard, Boone, McCarver, Weaver, Revell, Foster and Williams. Nay: None. Absent: None.

Minutes taken by: Britt Hume, Building Inspector

Bill Tierney, Chairman