



City of Springfield

Agenda

Administrative Review Committee

July 2, 2026

3:30 PM

Via Zoom/ Development Review
Conference Room 199
840 Boonville Avenue
Springfield, Mo 65802

1. ROLL CALL.

2. MINUTES FROM LAST MEETING.

2.1. June 18, 2026

3. HEARINGS.

3.1. ARC2026-00030
3356 S CAMPBELL AVE ~ CIP Campbell & Walnut Lawn Chipotle sign relocatio ~ ARC
Applicant: MARK STILES
Work Type: 09.Relocate detached sign

4. JOIN ZOOM MEETING.

Meeting ID: 912 8621 5381
Passcode: 334931

In accordance with ADA guidelines, if you need special accommodations when attending this meeting, please notify the Planning and Development office at 417-864-1611 as soon as possible to accommodate your needs.

June 18, 2026
MINUTES OF THE Administrative Review Committee (ARC)
Springfield, Missouri

The Administrative Review Committee met in regular session in Development Review Conference Room #199 and/or via Zoom.

ARC2026-00027

2710 N WESTGATE AVE

Applicant: GARRETT ENGINEERING, LLC

Work Type: 01.Land Development Code Unclear

ATTENDANCE: Bob Hosmer, Chad Zickefoose and Kellie Foster (zoom). Staff: Chris Hoeman

REPRESENTATIVE: Eric Roberts, Josh Burris, Norman Roberts, Logan Roberts and Joe Roberts

PUBLIC:

Staff/Rep: Discussion and approval of landscaping and site plan modifications for a new manufacturing building, particularly addressing buffer requirements for a property adjacent to county land. The project is being reviewed under the *old* zoning code because it was submitted before the new code's effective date of April 7, 2026.

Staff/Rep: The old code mandates landscaping for manufacturing properties adjacent to single-family or lower-classified districts and a key challenge is the property's adjacency to county land on its north and east sides. The city's code lacks specific provisions for such "silos" (county property) regarding landscaping requirements.

Staff: Bob referenced 36-482(11) which outlines buffer yard requirements for different zoning classifications. Given the heavy manufacturing zoning bordering county land (which has no direct city zoning equivalent), a buffer yard is deemed necessary on the north and east sides for the proposed building. A tree survey was completed, with potential credit for trees preserved and discussed the role of existing landscape material in fulfilling buffer requirements. It was considered and agreed to limit the required buffer yard to the area from the east end of the proposed building back to the street, rather than extending it along the entire property line while other areas could remain natural.

Staff/Rep: Concerns were raised about proposed parking located within a "transmission easement area" on the north side of the property and the proximity of the parking lot to the driveway was also questioned, leading to suggestions to reduce some parking spots (e.g., the north four spots) or reconfigure the layout to create more separation. Options for adding parking elsewhere (east or north side of the building) were considered.

ARC ACTION:

Bob motioned to allow proportional landscaping on the north side, ensuring proper landscaping counts extend to the northeast corner of the building and permitting other areas/sections of the property to remain as natural areas. Chad seconded the motion. 3/0 Approved

Chad motioned to approve the June 4, 2026 minutes. Bob seconded the motion. 3/0 Approved

Result: Approved