



City of Springfield

Agenda

Planning and Zoning Commission

Britton Jobe, Chair

Natalie Broekhoven, Vice Chair

Helen Gunther

Christopher Lebeck

Betty Ridge

Bruce Colony

Bill Knuckles

Eric Pauly

Dan Scott

November 30, 2023

6:30 PM

Regional Police-Fire Training Center
2620 West Battlefield Road
Room 101, 102, and 103

1. ROLL CALL.

2. APPROVAL OF MINUTES.

2.1. November 9, 2023

3. COMMUNICATIONS.

4. CONSENT ITEMS.

5. UNFINISHED BUSINESS.

5.1. Conditional Use Permit Amendments
Citywide (Applicant: City of Springfield)

6. PUBLIC HEARINGS.

6.1. Z-29-2023 w/COD 242
5298 East Farm Road 104 (Applicant: Kurt Wouk)

7. OTHER BUSINESS.

7.1. 2024 Planning and Zoning Commission Schedule

8. ADJOURN.

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.

**City of Springfield
Minutes
Planning and Zoning Commission**

Britton Jobe, Chair

Natalie Broekhoven, Vice Chair
Helen Gunther
Christopher Lebeck
Betty Ridge

Bruce Colony
Bill Knuckles
Eric Pauly
Dan Scott

November 9, 2023

6:30pm

**Regional Police-Fire Training Center
2620 West Battlefield Road
Room 101, 102, and 103**

ROLL CALL.

Present: Commissioner Broekhoven, Commissioner Knuckles, Commissioner Gunther, Commissioner Lebeck, Commissioner Scott, Commissioner Ridge, Commissioner Colony, Commissioner Pauly. Absent: Britton Jobe

Staff in attendance: Brendan Griesemer, Interim Planning Director, Bob Hosmer, Planning Manager, Chris Hoeman, Assistant City Attorney, Daniel Neal and Andrew Menke, Senior Planners.

APPROVAL OF MINUTES.

The minutes of October 5, 2023 were approved.

COMMUNICATIONS.

City Council summary for October 2023.

Bob Hosmer noted the City Council summary for October and that Planned Development 387 and Z-27-2022 w/COD 220 have been postponed to December 14, 2023.

CONSENT ITEMS.

Relinquishment of Easement 933
2835 North Oak Grove Avenue
Applicant: A & R Property
Developers, LLC

Relinquishment of Easement 939
2000 North Lyon Avenue
Applicant: Springfield School R-12
District

Request to Acquire 544
2000 North Lyon Avenue
Applicant: Springfield School R-12
District

Planning and Zoning Commission Board Member Knuckles moved to approve CONSENT ITEMS (Relinquishment of Easement 933 (2835 North Oak Grove Avenue), Relinquishment of Easement 939 (2000 North Lyon Avenue), and Request to Acquire 544 (2000 North Lyon Avenue)) and Commissioner Member Lebeck seconded the motion and **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

UNFINISHED BUSINESS.

Z-27-2022 w/COD 220

1739, 1745 & 1755 South National Avenue and 1111, 1119, 1133 & 1141 East Sunshine Street and 1138 East University Street
Applicant: BK&M, LLC

Request to postpone to the December 14, 2023 Planning and Zoning meeting, received 48 hours in advance of the public hearing.

Planning and Zoning Commission Board Member Knuckles moved to postpone Z-27-2022 w/COD 220 to December 14, 2023 and Commissioner Scott seconded the motion and it was **postponed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

Conditional Use Permit Amendments

Citywide

Applicant: City of Springfield

Mr. Hosmer stated that this is a request to amend section 36-363 and 36-368 to allow City Council to add, modify or remove conditions to a Conditional Use Permit.

Mr. Knuckles asked what had changed.

Mr. Hosmer noted that it didn't state clearly that City Council has the authority to change, alter, or recommend different conditions or impose new conditions, noting that the Planning and Zoning Commission can make a recommendation and this text amendment clarifies the change.

Mr. Lebeck talked about an analogy to zoning but said that City Council has the authority to change that zoning.

Mr. Hosmer said that they can reject or modify it as long as it is within the same district. The commission and staff discussed different scenarios/situations on what City Council can do (make significant changes/refer back to the Planning and Zoning Commission).

Mr. Colony believes the process should not be changed and not a good idea and voiced his concerns that members of the public may or may not have the opportunity to come back if City Council could recommend a change.

Mr. Hosmer read what the substantial conformity for a planned development is and noted that if it is significantly altered and not consistent with the plan then, it must come back to the Commission and City Council.

Mr. Scott noted that he is uncomfortable with diluting the purpose and power of the Commission with this change and suggested an amendment.

Mr. Colony asked what is being improved and what is wrong with the current way it is now.

Mr. Griesemer noted that if City Council would like to add conditions, safeguards and/or restrictions, then they can do that without sending it back and doesn't delay the process.

Mr. Colony again noted his objections and gave out examples.

Mr. Lebeck asked how many times a Conditional Use Permit has been sent back in the last four years and Mr. Hosmer noted that it has happened approximately one or twice and is very infrequent.

Further discussion with staff and commission on what a Conditional Use Permit is and examples given.

Ms. Broekhoven closed the public hearing.

Planning and Zoning Commission Board Member Lebeck moved to postpone Conditional Use Permit Amendments to December 2024 and Commissioner Colony seconded the motion and it was **postponed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony. Nays: Commissioner Knuckles. Absent: Britton Jobe. Abstain: None.

PUBLIC HEARINGS.

Z-30-2023 w/COD 243

2555 North Neergard Avenue

Applicant: Barbara Lorenz

Mr. Daniel Neal stated that this is a request to rezone approximately 0.68 acres of property from GM, General Manufacturing District to IC, Industrial Commercial District and establish a Conditional Overlay District No. 243.

Mr. Knuckles noted that it seems odd that landscaping requirements are required, and Mr. Neal noted that Neergard is a collector roadway and part of the new Comprehensive Plan is charged with enhancing some of the corridors.

Mr. Lebeck clarified about the number of shrubs and trees required and Mr. Neal noted that approximately one canopy tree, one understory, ornamental or evergreen tree and 4 shrubs per 100 linear feet of street frontage.

Ms. Barbara Lorenz, 3182 W. Kob Hill Street and here to answer any questions.

Natalie Broekhoven closed the public hearing.

Planning and Zoning Commission Board Member Knuckles moved to approve Z-30-2023 w/COD 243 and Commissioner Pauly seconded the motion, and it was **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

Z-31-2023 w/COD 244

1650 South Ingram Mill Road

Applicant: J&M Tillman, LLC

Mr. Hosmer stated that this is a request to rezone approximately 1.70 acres of property from GR, General Retail District to a CS, Commercial Service District with Conditional Overlay District No. 244.

Mr. Knuckles asked what they could do on the site within the zoning classification.

Ms. Stephanie Ireland, 1908 E. Sunshine Street and representing the owner. The items that are left in the zoning are general office/warehouse combination as long as the warehouse is not over 85% of the gross building floor plan and went over the items.

Natalie Broekhoven closed the public hearing.

Planning and Zoning Commission Board Member Lebeck moved to approve Z-31-2023 w/COD 244 and Commissioner Colony seconded the motion, and it was **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

Planned Development 387

1137 & 1141 East Delmar Street

Applicant: MSU Housing, LLC and Faucett & Bates Properties, LLC

Request to postpone to the December 14, 2023 Planning and Zoning meeting.

Planning and Zoning Commission Board Member Knuckles moved to postpone Planned Development 387 to December 14, 2023 and Commissioner Lebeck seconded the motion and it was **postponed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

Vacation 829
2000 North Lyon Avenue
Applicant: Springfield School R-12 District

Mr. Hosmer stated that this is a request to vacate a portion of public alley right-of-way in the 2000 block of North Lyon Avenue.

Mr. Knuckles asked about vacating an alley where the lots are still individual lots and also did not see a requirement for the sewer to be placed in an easement.

Mr. Hosmer noted that Environmental Services has requested that a portion of the sewer be abandoned.

Mr. Pauly asked about the owners of lots 2036 and 2037 and Mr. Hosmer noted that those lots belong to the school district.

Mr. Will Hoey 550 St. Louis Street here to answer any questions and, regarding the sewer easement, there has been an easement created and filed with the city.

Natalie Broekhoven closed the public hearing.

Planning and Zoning Commission Board Member Knuckles moved to approve Vacation 829 and Commissioner Lebeck seconded the motion and it was **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

Preliminary Plat of Patel Subdivision
4808 East Parallel Lane
Applicant: Tina Patel

Mr. Menke stated that this is a request to approve a preliminary plat for a 6-lot subdivision.

Mr. Caleb Freeland, 1501 N. Meadowmere Street, applicants representative and looking to subdivide into six industrial commercial lots.

Natalie Broekhoven closed the public hearing.

Planning and Zoning Commission Board Member Knuckles moved to approve Preliminary Plat of Patel Subdivision and Commissioner Ridge seconded the motion and it was **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

OTHER BUSINESS.

Final Development Plan of Planned Development 12, 12th Amendment
1249 East Kingsley Street
Applicant: East Wichita Development, LLC

Mr. Neal stated that this is a request to approve the Final Development Plan of Planned Development No. 12, Amendment 12, on approximately 1.8 acres of property for a new five- story hotel.

Mr. Geoff Butler, 4449 E. Valley Road, is the location of the closed Zio's restaurant and wants to build a hotel on the site.

Natalie Broekhoven closed the public hearing.

Planning and Zoning Commission Board Member Knuckles moved to approve Final Development Plan of Planned Development 12, 12th Amendment and Commissioner Pauly seconded the motion, and it was **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Pauly, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: None. Absent: Britton Jobe. Abstain: None.

Subdivision Variance 355

1007, 1019 & 1027 East Kearney Street

Applicant: Conan Li and Hiland Dairy Foods Company, LLC

Mr. Menke stated that this is a request to approve a variance from Section 36-251(4) of the Subdivision Regulations, Section 98-118(3) of City Code, and Public Works Design Standards Chapter 10.

Mr. Knuckles asked for the history of the current location and building, and Mr. Menke noted that the driveways were up to current standards.

Mr. Bruce Gorman noted that the standards would have changed from that time, and this is in MoDot's jurisdiction.

Mr. Colony asked about the entrance from East Avenue and Mr. Gorman noted another approach from Kearney Street and that the two smaller approaches would be closed.

Mr. Rick Wilson, 1835 S. Stewart Avenue and representing the two owners. He noted that there is a bare piece of ground that only gets mowed and does not have any other purpose and one of the owners is willing to sell it and Hiland Dairy is interested in expanding their parking and wants to resub-divide to two lots instead of four.

Mr. Colony asked if the parking lot entrance would serve the Cox clinic and Mr. Wilson reaffirmed it will be parking for the clinic with fencing between the lots.

Mr. Knuckles asked what would happen if the variances went away, what kind of access would be allowed, and Mr. Wilson said that the building would need to be demolished so the site could be served and meet regulations.

Natalie Broekhoven closed the public hearing.

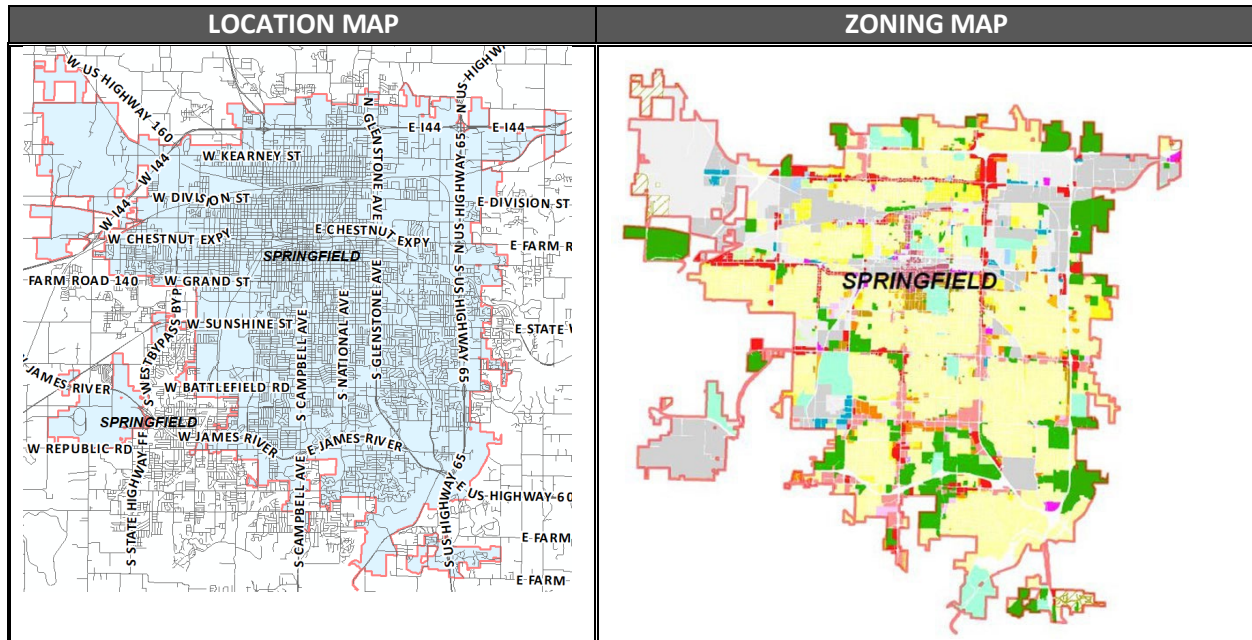
Planning and Zoning Commission Board Member Knuckles moved to approve Subdivision Variance 355 and Commissioner Gunther seconded the motion and it was **passed** with the following vote: Ayes: Commissioner Ridge, Commissioner Broekhoven, Commissioner Gunther, Commissioner Scott, Commissioner Lebeck, Commissioner Colony, Commissioner Knuckles. Nays: Commissioner Pauly. Absent: Britton Jobe. Abstain: None.

ADJOURN.

DEVELOPMENT REVIEW STAFF REPORT

Case Number:	Conditional Use Permit Text Amendment
Location:	Citywide
Total Acres:	N/A
Applicant:	City of Springfield
Existing Land Use:	N/A
Neighborhood Meeting:	N/A
Planning and Zoning Commission:	November 30, 2023
City Council:	January 8, 2024
Public Notification:	Legal in Daily Events
Staff:	Michael Sparlin, Senior Planner
Staff recommendation:	Staff recommends approval
Proposed motion:	I move to approve as submitted in the staff report (All commission motions are made in the affirmative).
Required Vote:	A majority of those present (5 members are a quorum).

Request to amend section 36-363 and 36-368 to allow City Council to add, modify or remove conditions to a Conditional Use Permit.



DEVELOPMENT REVIEW STAFF REPORT

PLANNING AND ZONING COMMISSION AUTHORITY:

Sec. 36-367. – Amendments

(7) Findings by the commission.

(a) *Text amendments.* If the request is for an amendment of the text of this article, the recommendation of the planning and zoning commission may consider:

1. Whether the proposed text amendment is consistent with the Springfield Comprehensive Plan;
2. Whether the proposed text amendment is consistent with the intent and purpose of this article;
3. The areas of the city that are most likely to be affected by the proposed text amendment and the manner in which those areas will be affected;
4. Whether the proposed text amendment is necessitated by a change in conditions in the zoning districts affected and the nature of such changed conditions;
5. Information submitted at the public hearing.

COMPATIBILITY WITH COMPREHENSIVE PLAN:

Increased use flexibility that promotes redevelopment and revitalization will need to be balanced by regulatory codes that promote and emphasize quality design and construction that is pedestrian focused and has a greater experience factor. The city's guiding principle of Quality of Place emphasizes the need for more public and private amenities and features. Future code changes will need to support the implementation of planning that promotes the development of places with a wide array of convenient services in proximity to amenity-rich, attractive, inviting, integrated corridors and districts that are within walking distance of neighborhood, trails, parks, and mixed-use centers with diverse housing options.

DEPARTMENT COMMENTS:

The proposed text amendment is supported by city departments.

DEVELOPMENT REVIEW STAFF REPORT

STAFF ANALYSIS AND RECOMMENDATION:

1. At their November 17, 2022 meeting, the Plans and Policies Committee voted to recommend that City Council initiate amendments related to Conditional Use Permits (CUP). City Council initiated these amendments to the Zoning Ordinance on March 6, 2023.
2. The Planning and Zoning Commission held at public hearing on this text amendment. Commission postponed this case to seek more comment. No further comment has been received to date.
3. The Planning and Zoning Commission postponed this text amendment on March 23, 2023 to ensure that the proposed language would allow City Council to modify or remove conditions of a CUP. The proposed language has been edited to reflect the intent of this amendment.
4. The Planning and Zoning Commission postponed this text amendment to December 2024. After further review by staff, it was determined that Planning and Zoning Commission does not have the authority to postpone City Council initiated text amendments and is required to make its recommendation within 30 days of the public hearing according to Section 36-367(6) which reads:

Recommendations. Within 30 days after the public hearing, except when the applicant requests the amendment be tabled or there is a tie vote by the commission, the planning and zoning commission shall make one of the following recommendations in connection with each proposed change in zoning district classification or the text of this article:

- (a) *Recommend against the proposed change in the zoning district classification or the text of this article.*
 - (b) *Recommend a change in the zoning district classification or the text of this article.*
 - (c) *Recommend a change in the zoning district classification together with recommendations which, in the judgment of the planning and zoning commission, will protect adjacent property and ensure that the proposed amendment is consistent with the purpose and intent of this article.*
5. Staff is proposing amendments to allow City Council to add, modify or remove conditions to a Conditional Use Permit. The discretionary conditional use permit procedure is designed to enable the Planning and Zoning Commission and the City Council to impose conditions upon such uses and structures that are designed to avoid, minimize or mitigate potentially adverse effects upon the community or other properties in the vicinity of the proposed use or structure.
 6. The current language has been interpreted that City Council does not have the ability to impose conditions. These amendments will ensure that the intent of the conditional use permit process is realized by City Council's ability to impose conditions upon such uses and structures that are designed to avoid, minimize or mitigate potentially adverse effects upon

DEVELOPMENT REVIEW STAFF REPORT

the community or other properties in the vicinity of the proposed use or structure. The proposed amendment is similar to language in section 36-367 (11) for zoning and text amendments; 36-367 (11) (a) *Actions of City Council. When the planning and zoning commission has recommended a change in the zoning district classification or the text of this article together with recommendations for additional requirements pursuant to subsection 36-367(6)(c), the city council shall have discretion to either accept, reject, or make other or additional requirements.*

7. The City Council still has the ability to remand items back to Commission for further review if needed but this allows the Council the authority to impose additional conditions or other additional requirements. However, by City Code if changes are proposed to site plans there will be a two-week layover to allow applicants/designers to make any changes to site plans and to allow staff to review and to comment as to the proposed changes meeting or not meeting city standards.
8. The proposed text amendment is consistent with the Springfield Comprehensive Plan; The ability of City Council to respond to potentially adverse impacts of certain uses is consistent with the Comprehensive Plan's guiding principle of Quality of Place.
9. The proposed text amendment is consistent with the intent and purpose of this article; The proposed amendment meets the intent of the conditional use permit process as defined by the Zoning Ordinance.
10. The areas of the city that are most likely to be affected by the proposed text amendment and the manner in which those areas will be affected are citywide.
11. The proposed text amendment is not necessitated by a change in conditions in the zoning districts affected and the nature of such changed conditions. Rather, this amendment was necessitated by Council having the ability to add or amendment conditions to a CUP.
12. The Growth and Development Advisory Committee (GDAC), Downtown Springfield Association (DSA), Commercial Club and all Registered Neighborhood Associations were notified of these amendments and public hearing dates.

DEVELOPMENT REVIEW STAFF REPORT

STAFF RECOMMENDATION:

1. Staff recommends approval of the text amendment based on its compatibility with the *Comprehensive Plan*.

PLANNING AND ZONING OPTIONS:

The planning and zoning commission shall make one of the following recommendations in connection with each proposed change in zoning district classification of this article:

1. Recommend against the proposed change in the text amendment.
2. Recommend a change in the text amendment.
3. Recommend a change in the text amendment together with recommendations which, in the judgment of the planning and zoning commission, will ensure that the proposed amendment is consistent with the purpose and intent of this article.

DEVELOPMENT REVIEW STAFF REPORT

PROPOSED AMENDMENT:

Note: Language to be added is underlined, language to be removed is ~~stricken~~ and existing language is black.

Sec. 36-363. Conditional use permits.

- (1) *Purpose.* The conditional use permit procedure is designed to provide the planning and zoning commission and the city council with ~~an the~~ opportunity for discretionary review of requests to establish or construct uses or structures which may be necessary or desirable in a zoning district, but which may also have the potential for a deleterious impact upon the health, safety and welfare of the public. The purpose of the reviews is to determine whether the proposed location of the use or structure is appropriate and whether it will be designed and located so as to avoid, minimize, or mitigate any potentially adverse effects upon the community or other properties in its vicinity. The discretionary conditional use permit procedure is designed to enable ~~the planning and zoning commission and~~ the city council, after considering any recommendations of the planning and zoning commission, to impose conditions upon such uses and structures that are designed to avoid, minimize ~~or~~ mitigate potentially adverse effects upon the community or other properties in the vicinity of the proposed use or structure, and to deny requests for a conditional use permit when it is apparent that a proposed use or structure will or may cause harm to the community or injury to the value, lawful use and reasonable enjoyment of other properties in the vicinity of the proposed use or structure.
- (2) *Authorized conditional uses.* The ~~planning and zoning commission may recommend, and the~~ city council, after considering any recommendations of the planning and zoning commission, may authorize the establishment of those conditional uses that are expressly authorized to be permitted as a conditional use in a particular zoning district or in one or more zoning districts. No conditional use shall be authorized unless this article specifically authorizes such conditional use to be granted and unless such grant complies with all of the applicable provisions of this article.
- (3) *Contents of application.* An application for a conditional use permit shall be filed with the department of planning and development. The application shall contain the following information as well as such additional information as may be prescribed by rule of the planning and zoning commission or the director of planning and development.
 - (a) The applicant's name and address and his legal interest in the subject property.
 - (b) The owner's name and address, including trustees, and, if different than the applicant, the owner's signed consent to the filing of the application and authorization for the applicant to act in his behalf.
 - (c) The street address (or common description) and a copy of the deed of record or legal description of the property as prepared by and certified by a land surveyor or attorney.
 - (d) The zoning classification and present use of the subject property.
 - (e) A description of the proposed conditional use.

DEVELOPMENT REVIEW STAFF REPORT

- (f) The names and addresses of all owners of real property, as shown on the records of the county assessor, adjacent to, or within 185 feet of the subject property. The names and addresses shall be compiled by an abstract company, title company, county assessor's office, City of Springfield, or attorney at law.
 - (g) A site plan, pursuant to section 36-360, site plan review, of this article.
 - (h) A statement as to why the proposed conditional use will comply with the applicable standards in subsection (10) [of this section].
 - (i) A statement as to how the proposed conditional use is to be designed, arranged and operated in order to ensure that development and use of neighboring property in accordance with the applicable district regulations will not be prevented or made unlikely, and that the value, use and reasonable enjoyment of such property will not be impaired or adversely affected.
 - (j) An identification of any potentially adverse effects that may be associated with the proposed conditional use, and of the means proposed by the applicant to avoid, minimize or mitigate such effects.
- (4) ~~Planning and zoning commission hearing on conditional use permit application. After the director of planning and development, or designee, has certified to the planning and zoning commission that a conditional use permit application is complete and does not contain or reveal violations of this article or other applicable regulations, the planning and zoning commission shall hold a public hearing on the application. Notice of this hearing shall be given in the manner and form required by section 36-368, publication and posting of notices, of this article. After this hearing, the planning and zoning commission may recommend that the city council grant or deny the conditional use permit application. When recommending that the council grant a conditional use permit application, the planning and zoning commission may recommend that the council impose conditions, safeguards, and restrictions upon the premises benefitted by the conditional use that the planning and zoning commission believes necessary to comply with the standards set out in subsection (10) of this section to avoid, minimize, or mitigate any potentially adverse or injurious effect of such conditional uses upon other property in the neighborhood, and to carry out the general purpose and intent of this article. A public hearing on an application for a conditional use permit shall be held and notice thereof given in the manner and form required by section 36-368, publication and posting of notices, of this article. No public hearing on a conditional use permit application shall be held unless the director of planning and development, or his duly designated delegate, has certified to the planning and zoning commission that the application is complete and does not contain or reveal violations of this article or other applicable regulations.~~

After its public hearing on the conditional use permit application is concluded, the planning and zoning commission shall transmit to the city council its recommendation containing specific findings of fact on the proposed conditional use without unreasonable delay and in all cases, within 30 days from the close of the hearing. The executive secretary of the planning and zoning commission shall maintain complete records of all actions of the commission and the city council with respect to applications for conditional use permits.

DEVELOPMENT REVIEW STAFF REPORT

- ~~(5) *Conditions and restrictions.* In granting a conditional use, the planning and zoning commission may recommend, and the city council may impose such conditions, safeguards and restrictions upon the premises benefitted by the conditional use as may be necessary to comply with the standards set out in subsection (10) of this article [section] to avoid, or minimize, or mitigate any potentially adverse or injurious effect of such conditional uses upon other property in the neighborhood, and to carry out the general purpose and intent of this article. Such conditions shall be set out in the ordinance approving the conditional use permit.~~
- ~~(6) *Decisions and records.* The planning and zoning commission shall, after the public hearing is concluded, transmit to the city council its recommendation containing specific findings of fact on the proposed conditional use without unreasonable delay and in all cases, within 30 days from the close of the hearing. The secretary of the planning and zoning commission shall maintain complete records of all actions of the commission and the city council with respect to applications for conditional use permits.~~
- (56) *City council hearing on conditional use permit application.* After receipt of the planning and zoning commission's recommendation and report on the conditional use permit application, the city council shall hold a public hearing on the application. Notice of this hearing shall be given in the manner and form required by section 36-368, publication and posting of notices, of this article. At this hearing, the city council shall consider the application, together with the planning and zoning commission's recommendations on the application. After this hearing, the council may grant or deny the conditional use permit application. When granting a conditional use permit, the city council shall consider any conditions, safeguards, or restrictions that the planning and zoning commission recommended for imposition on the premises benefitted by the conditional use. However, the city council may modify or delete any such conditions, safeguards, and restrictions recommended by the planning and zoning commission. The city council may also add any conditions, safeguards, and restrictions not recommended by the planning and zoning commission that the city council believes necessary for the conditional use to comply with the standards set out in subsection (10) of this section to avoid, minimize, or mitigate any potentially adverse or injurious effect of such conditional uses upon other property in the neighborhood, and to carry out the general purpose and intent of this article. All conditions imposed by the City Council on the conditional use shall be set out in the ordinance approving the conditional use permit.
- (67) *Effect of issuance of a permit for a conditional use.* The issuance of a conditional use permit shall not authorize the establishment or extension of any use nor the development, construction, reconstruction, structural alteration or moving of any building or structure, but shall merely authorize the preparation, filing and processing of applications for any permits or approvals, which may be required by the codes and ordinances of the city, including, but not limited to, a building permit, a certificate of occupancy or subdivision approval.
- (78) *Period of validity.*
- (a) No conditional use permit shall be valid for a period longer than 18 months from the date on which the city council grants the conditional use permit, unless within such 18 months period:

DEVELOPMENT REVIEW STAFF REPORT

1. A building permit is obtained and the erection or alteration of a structure is started;
or
2. An occupancy permit is obtained and the conditional use commenced.

The city council may grant one additional extension not exceeding 18 months, upon written application, without notice or hearing provided such grant is approved by city council prior to the expiration of the original 18-month period. No additional extension shall be granted without complying with the notice and hearing requirements for an initial application for a conditional use permit. This additional extension shall be considered to have begun on the date of expiration of the original conditional use permit regardless of when this additional extension is granted by city council.

- (b) When a conditional use is discontinued or abandoned for a period of 12 consecutive months (regardless of any reservation of an intent not to abandon or to resume such use), such use shall not thereafter be reestablished or resumed unless a new conditional use permit is granted by city council consistent with this section. The burden of proof shall be on the property owner to show that the conditional use has not been discontinued or abandoned for a period of 12 consecutive months or longer.

(89) *Amendments.* Amendments or changes as to the use authorized by the conditional use process must follow the same process as the original conditional use application. Expansions or additions to structures associated with conditional uses may be approved by the director of planning and development without further conditional use authorization under the following circumstances:

- (a) Said proposed expansion is limited to a structural addition to an existing or proposed building not to exceed ten percent of the gross building floor area within the existing structure to be expanded.
- (b) Said proposed expansion is limited to one time subsequent to the original conditional use authorization.
- (c) Said proposed expansion is reviewed and approved by the director of planning and development with the determination that such expansion does not violate any of the conditions set forth in the original conditional use authorization, does not require further imposition of new conditions and does not adversely impact surrounding properties.

(9) *Limitation on applications for conditional use permit. If the city council denies an application for a conditional use permit, an applicant for the conditional use permit may not file another conditional use permit application for the same subject property, absent a substantive change to the application that was denied, until at least six months after the city council's denial of the initial application.*

- (10) *Standards.* An application for a conditional use permit shall be granted only if evidence is presented at the public hearing which establishes the following:

Sec. 36-368. - Publication and posting of notices.

- (3) City council. Prior to holding a public hearing on any rezoning, conditional use permit, or request to amend the text of the zoning ordinance, the council shall give written notice thereof in the same manner as is required for notices of public hearings before the planning and zoning commission by subsection (2).

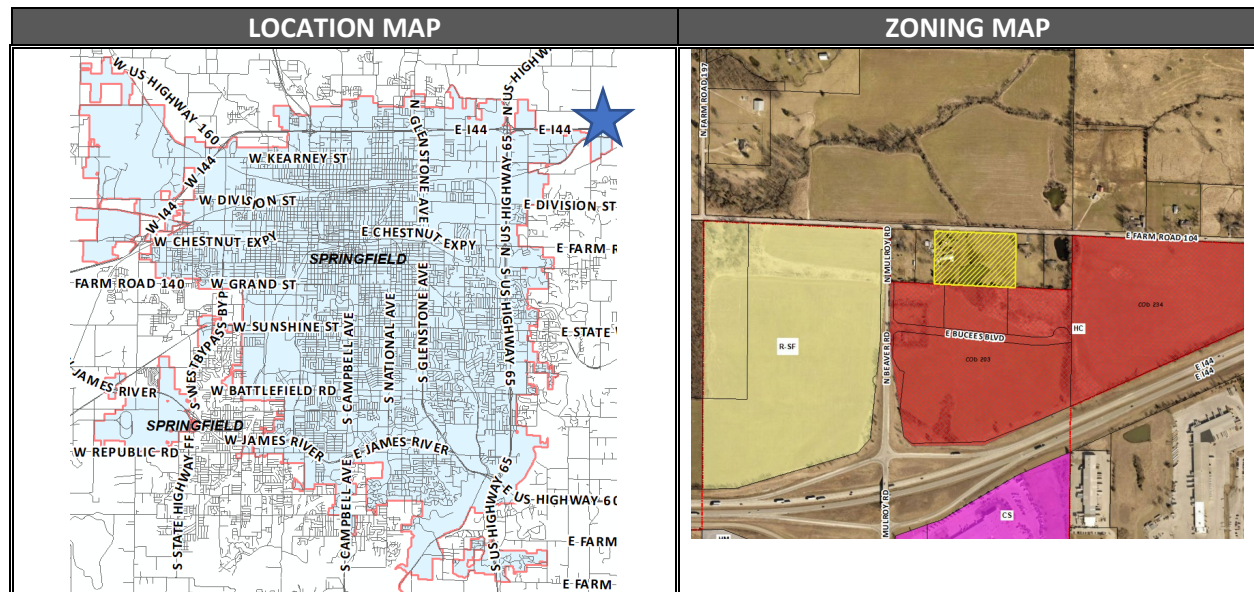
DEVELOPMENT REVIEW STAFF REPORT

PROJECT INFORMATION

Case Number:	Z-29-2023 with Conditional Overlay District No. 242
Location:	5298 E. Farm Road 104
Total Acres:	5.5 acres
Applicant:	Kurt Wouk
Existing Land Use:	Single-family residence and agricultural uses
Neighborhood Meeting:	September 13, 2023
Planning and Zoning Commission:	November 30, 2023
City Council:	December 11, 2023
Public Notification:	Mail, posted property, and legal in Daily Events
Staff:	Daniel Neal, Senior Planner
Staff recommendation:	Staff recommends approval
Proposed motion:	I move to recommend approval of rezoning case Z-29-2023 with Conditional Overlay District No. 242 as set forth in Attachment 1. (All commission motions are made in the affirmative).
Required Vote:	A majority of those present (5 members are a quorum).

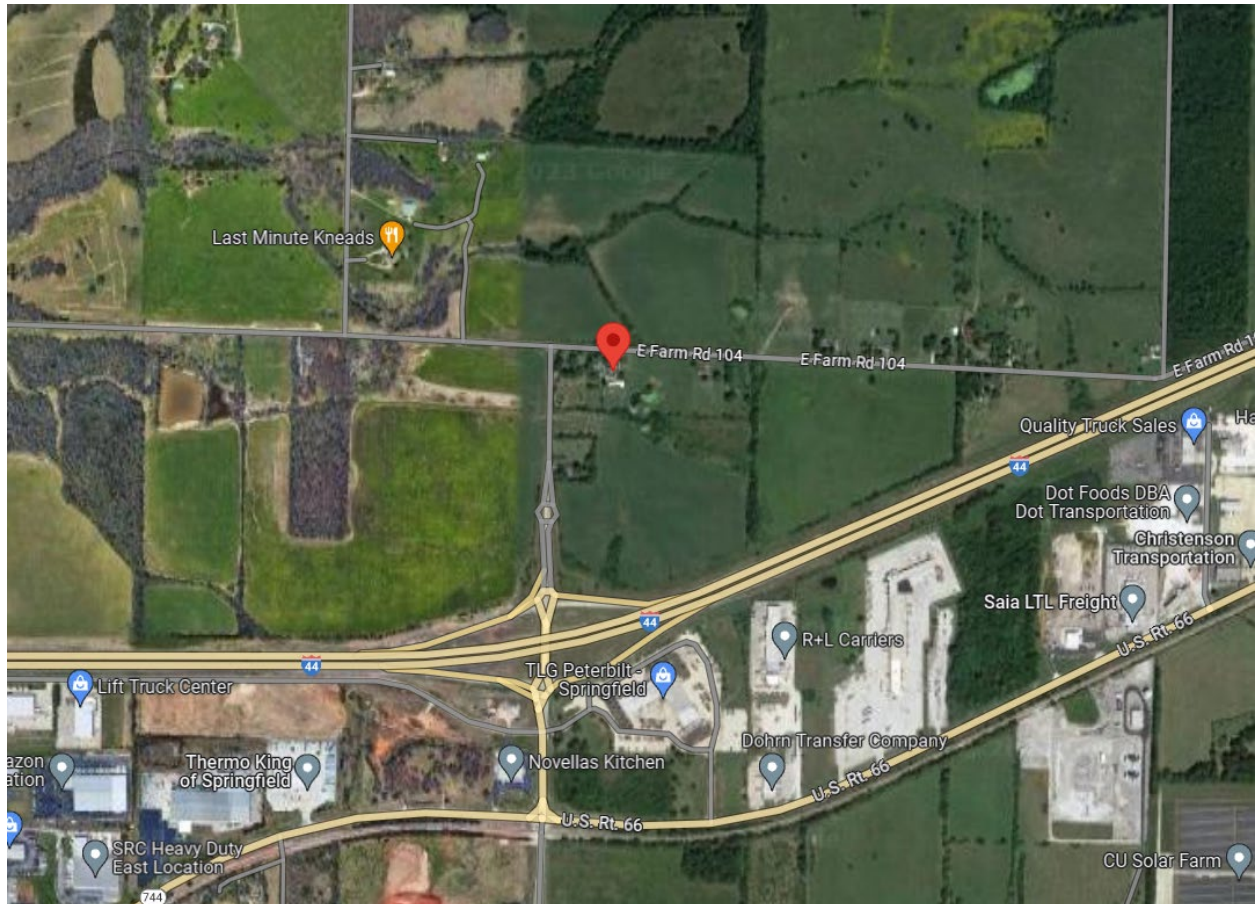
PROJECT SUMMARY:

Request to rezone approximately 5.5 acres of property generally located at 5298 East Farm Road 104 from County R-1, Suburban Residence District to HC, Highway Commercial District and establishing Conditional Overlay District No. 242.



DEVELOPMENT REVIEW STAFF REPORT

GOOGLE AERIAL OF LANDMARKS, BUSINESSES, AND ATTRACTIONS:



GOOGLE MAPS STREET VIEW:



DEVELOPMENT REVIEW STAFF REPORT

PROPERTY HISTORY:

The subject property was recently annexed by City Council at their meeting on November 20th.

PLANNING AND ZONING COMMISSION AUTHORITY:

Sec. 36-367. – Amendments

(7) Findings by the commission.

(a) Rezoning. If the application is for a reclassification of property to a different zoning district classification on the zoning map, the report of the planning and zoning commission may consider:

1. Whether the proposed zoning district classification is consistent with the Springfield Comprehensive Plan;
2. Whether there are any changed or changing conditions in the area affected that make the proposed rezoning necessary;
3. Whether the range of uses in the proposed zoning district classification are compatible with the uses permitted on other property in the immediate vicinity;
4. Whether adequate utility and sewer and water facilities exist or can be provided to serve the uses that would be permitted on the property if it were rezoned;
5. The impact the uses, which would be permitted if the property were rezoned, will have upon the volume of vehicular and pedestrian traffic and traffic safety in the vicinity;
6. Whether the proposed rezoning would correct an error in the application of this article as applied to the subject property;
7. Whether a reasonably viable economic use of the subject property will be precluded if the proposed rezoning is denied; and
8. Information submitted at the public hearing.

ZONING ORDINANCE REQUIREMENTS:

CODE ITEM	REQUIREMENTS FOR HC
Use Limitations	(a) Streets through adjacent residential areas shall not be used to provide principal access for truck traffic to any nonresidential use in this district except on streets classified as expressways, arterials, or collectors. (b) No motor vehicle repair or maintenance work shall take place outdoors within 150 feet of the boundary of any residential district. (c) All sales, display or outdoor storage areas that would be routinely disturbed because of the nature of the activity being conducted or because of vehicular traffic, except those areas of nurseries and garden centers where living plants are located, shall be paved or otherwise improved with an all-weather, dust-free surface. (d) All uses shall operate in accordance with the noise standards contained in section 36-485, noise standards. (e) No use shall emit an odor that creates a nuisance as determined by chapter 2A, article X, Springfield City Code.

DEVELOPMENT REVIEW STAFF REPORT

	(f)Uses on parcels not served by public water and public sewer shall meet the requirements of subsection 36-303(22).
Maximum Structure Height	None, except that all structures shall remain below a 30-degree bulk plane as measured from the boundary of any R-SF or R-TH district.
Minimum Open Space	Not less than 20 percent

COMPATIBILITY WITH COMPREHENSIVE PLAN:

PLACETYPE:

The *Comprehensive Plan's Land Use & Development* chapter identifies the subject property as the Business Flex placetype. This placetype includes areas with an eclectic mix of light industrial, office, storage, warehouse, and distribution centers, complemented by the occasional commercial sales and services. Business Flex areas are located on secondary roadways, where good street connectivity and access to major roadways and distribution routes can be easily accessed. Located in expanded areas adjacent to higher, more intense industrial uses and city corridors, Business Flex provide support services, sales, service, and supply of goods to consumers and contractors, where high visibility road frontage is not a priority. Planning for this placetype focuses on ensuring Business Flex operations have sufficient land available to expand and grow, while not dominating corridors where high visibility, retail frontage is prioritized.

Placetypes are not as rigid as zoning districts and allow for supporting or ancillary uses which complement and enhance its sense of place; as an extension of this, a single placetype is not likely to be defined by a single zoning district or even a collection of closely related zoning districts (e.g. industrial districts), but rather a mix of tangentially related zoning districts which together form a cohesive sense of place when developed with similar character, scale, and form.

Primary Land Uses:

- Maker spaces, artisan, and innovation spaces
- Personal and outdoor storage
- Light industry
- Warehousing and distribution facilities

Supporting Land Uses:

- Parks, greenways and open space
- Sports complexes and recreational facilities
- Urban agriculture
- Office, hospitality, retail sales and service

DEVELOPMENT REVIEW STAFF REPORT

- Universities, colleges, and vocational schools Government, healthcare and institutional facilities
- Airport, railroad, and freight facilities

Characteristics

Transportation and Infrastructure

- Access management is improved for vehicles through curb cut consolidation and cross-access between commercial properties, reducing traffic conflicts and backups.
- Electric vehicle charging facilities are integrated and incentivized into development plans.
- As technology, trends, and funds permit, utilities are buried or consolidated along rear property lines, reducing conflicts with street trees, pedestrian infrastructure, and viewsheds.
- Best management practices for stormwater management are required in development projects and within public rights-of-way, such as permeable paving, rain gardens, green roofs, native landscaping, and other low impact design strategies.
- Pedestrian and bicycle infrastructure, and micro-mobility are integrated.

Urban Design- Building and Site Typology

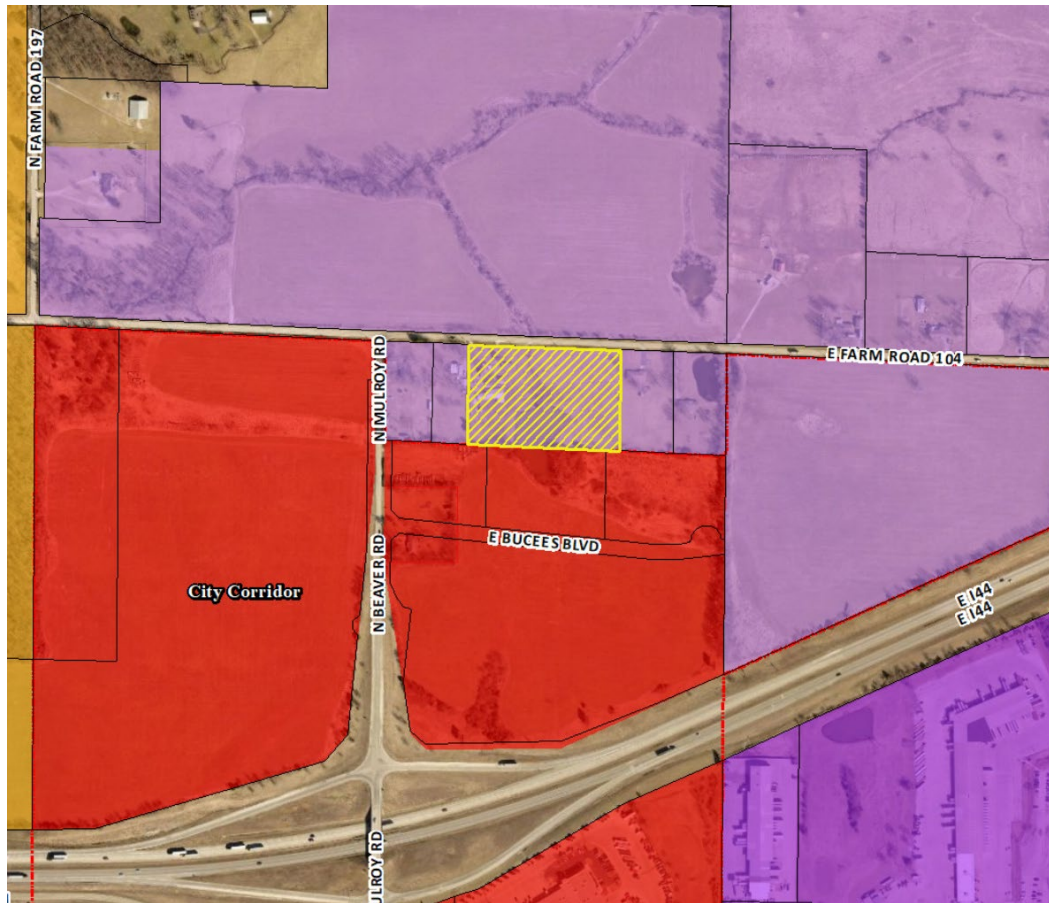
- Perimeter landscaping screens surface parking lots that accommodate the high number of employees, vehicles, delivery, and large truck traffic.
- Outside storage, auto oriented, or light industrial uses are screened from view from the right-of-way.
- Use of quality materials, construction methods, workmanship, and design should be incorporated into new development and redevelopment.
- A mix of building heights is supported through structured site and building design strategies to soften the impact on adjacent lower intensity residential development.
- Lighting, landscaping, signage, mail, and delivery accommodations should also be proactively incorporated into the site design.
- Design should discourage the placement of mechanical equipment along major roadways or should be completely screened, along with trash receptacles, and recycling bins.

Transitions

- Appropriate site design, parking access, massing, building orientation, screening, buffering, and separation standards are adopted and used to mitigate adjacent incompatible uses.
- Commercial and smaller office uses within the placetype are directed to its perimeter to provide a gradual transition into surrounding placetypes.

DEVELOPMENT REVIEW STAFF REPORT

FUTURE PLACETYPE MAP:



PLACETYPES	LAND USES													
	Single-Family Detached	Single-Family Attached	Multi-Family	Parks & Open Space	Sports Complexes & Recreational Facilities	Urban Agriculture	Office & Hospitality	Neighborhood Commercial	Maker, Artisan & Innovation Spaces	Public & Private Schools & Places of Worship	Universities, Colleges & Vocational Schools	Government, Healthcare & Institutional Facilities	Personal Storage, Outdoor Sales & Service	Light Industry
Residential Neighborhood	●	○	◇	○	◇	◇	○	○	○	○	○	○	○	○
Mixed Residential	●	●	○	○	◇	◇	○	○	○	○	○	○	○	○
Downtown	●	●	○	○	○	○	○	○	○	○	○	○	○	○
Mixed-Use	○	○	○	○	○	○	○	○	○	○	○	○	○	○
City Corridor	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Institutional & Employment Center	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Business Flex	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Industry & Logistics	○	○	○	○	○	○	○	○	○	○	○	○	○	○
Urban Green Space & Recreation	○	○	○	○	○	○	○	○	○	○	○	○	○	○

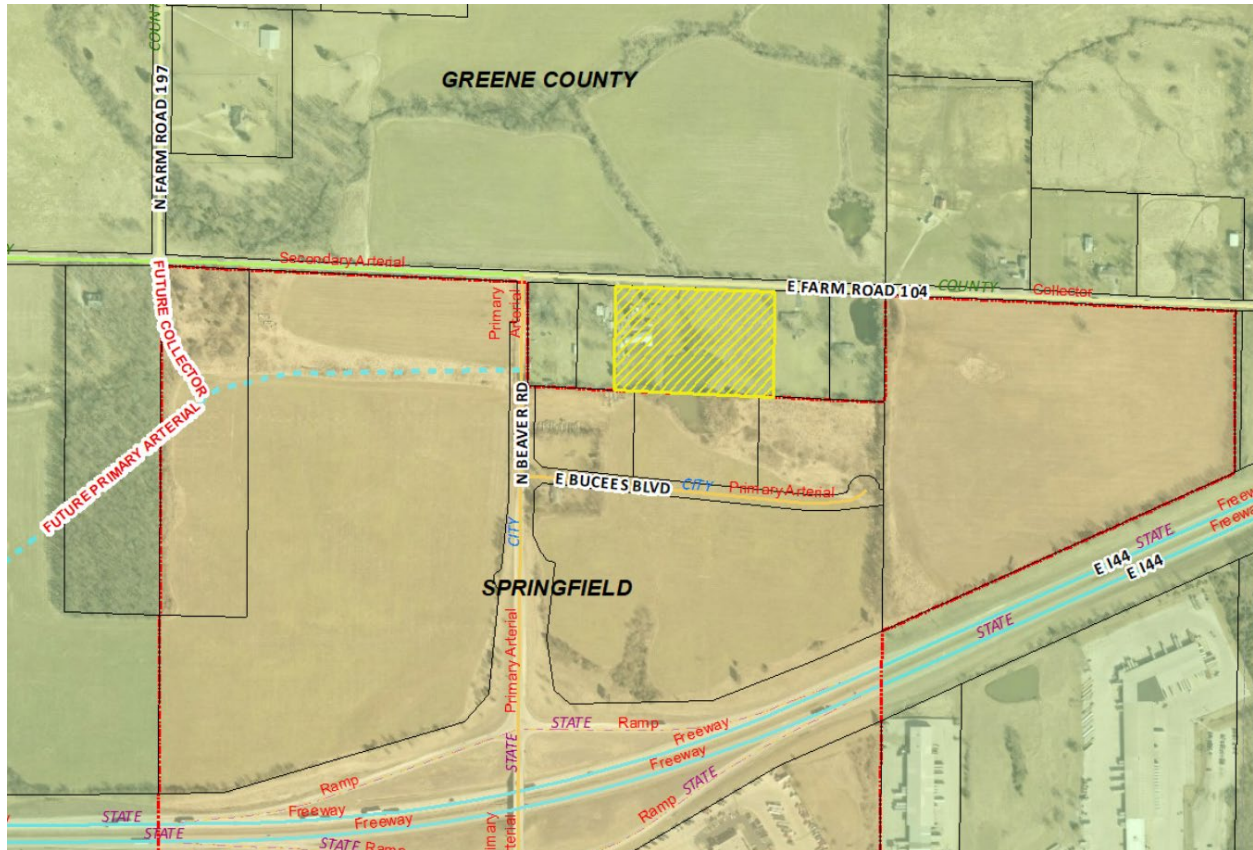
● **Primary Land Use:**
More prominent and play a pivotal role in characterizing that placetype

○ **Supporting Land Use:**
Less prevalent and serve to support the primary land use.

◇ **Low Intensity Supporting Land Use:**
Less prevalent and serve to support the primary use at neighborhood scale

DEVELOPMENT REVIEW STAFF REPORT

MAJOR THOROUGHFARE MAP:



SURROUNDING ZONING, LAND USES AND PLACETYPES:

	NORTH	SOUTH	EAST	WEST
ZONING	County R-1	HC	County R-1	County C-1
LAND USE	Agricultural/ undeveloped	Retail uses and common area/detention	Single-family residence	Single-family residence
PLACETYPES	Business flex	City Corridor	Business flex	Business flex

DEVELOPMENT REVIEW STAFF REPORT

DEPARTMENT COMMENTS:

DEPARTMENT OF BUILDING DEVELOPMENT SERVICES:

No comments.

CITY UTILITIES:

No issues with the proposed rezoning.

DEPARTMENT OF ENVIRONMENTAL SERVICES WASTEWATER MANAGEMENT DIVISION:

No objection to rezoning; however, we have the following critical issues regarding connecting to public sewer:

1. Public sewer is located on the property to the south and is adjacent to this property. There is a trunkline connection fee of \$0.048 per sq. ft. of property connecting to public sewer. The area of this property according to the Greene County Assessor's office is 239,144 sq. ft. Based on that the trunkline fee would be \$11,478.93 in addition to any sewer impact or other fees. If the owner has a more accurate area, this could be used instead of the Assessor's information. This fee would be added to the sewer impact permit fee when building permits are issued.
2. This property is also not in a sewer district. Before a sewer permit could be issued, the property owner would need to sign and execute a special sewer connection agreement. These are required for sewer connections that are not in sewer districts. According to city code, no person shall connect to sanitary sewer located outside of a sewer district without obtaining a special connection agreement. This agreement does not relieve the property owner from special assessments for future sanitary sewer districts and/or joint sanitary sewer district connection fees (City Code Section 120-249 & Section 120-250). The city code can be viewed here: https://library.municode.com/mo/springfield/codes/code_of_ordinances. Contact me at 417-864-1934 if you have any questions.
3. A sewer impact permit fee will be required for all new connections or building sites. This fee is based on the size and number of proposed water meter(s) according to city code no. 120.246. Specify the size and number of the proposed water meter(s) on the utility plan.
4. When building plans are submitted, specify the point of connection to public sewer on the utility plan.

FIRE DEPARTMENT:

No issues with the proposed rezoning.

DEPARTMENT OF PUBLIC WORKS TRAFFIC ENGINEERING DIVISION:

TRAFFIC REPORT

	Street Name	Street Classification	Jurisdiction	ROW from Centerline (ft.)	Traffic Count	On-Street Parking	Sidewalk
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DEVELOPMENT REVIEW STAFF REPORT

				Required	Existing	(vehicles per day)		Required	Existing
Street 1	E. Farm Road 104	Collector	County	30	20	NA	No	Yes	No

ACCESS - There are currently two driveway access points onto the property from E. Farm Road 104. All new or modified driveway approaches shall comply with current City of Springfield standards for the street classification.

TRAILS, BUS STOPS, AND ADDITIONAL INFORMATION - There are no Greenway Trails near the property. There are no bus stops along E. Farm Road 104 near the property.

IMPROVEMENTS - No improvements are required for this rezoning. A traffic study will be required for this property at the time of development.

DEPARTMENT OF PUBLIC WORKS STORMWATER ENGINEERING DIVISION:

SITE DESCRIPTION & DRAINAGE PATTERN

The 5.5 acre property drains North across E Farm Road 104. No existing detention or water quality Stormwater Control Measures are present. The property is in the **South Dry Sac** drainage basin. The property **is not** located in a FEMA designated floodplain. Staff **is not** aware of flooding problems in the local or downstream area. The city **is not** aware of a sinkhole or other Karst feature at this location. The property **does not have a stream buffer on site**. A fee in lieu of on-site stormwater detention **will be dependent on further analysis of the surrounding stormwater infrastructure and downstream impacts**

Please note that development of the property will be subject to the following conditions at the time of development:

All chapter and section references below are to the City's Flood Control and Water Quality Protection Manual Version April 2022.

DETENTION AND DISCHARGE REQUIREMENTS

1. The existing pond on site is a farm pond and does not contain any Stormwater Control Measures. Any development or redevelopment that increases runoff, through the increase in impervious surface, current detention requirements must be met per Chapter 3 Sec. 2.3.3. The only exception to building detention is a Fee in Lieu of detention application per the City of Springfield Code and the manual dependent on approvable by the Director of Public Works. The site drains through a culvert in E Farm Road 104 but there is not a drainage easement for the culvert or the drainage channel on the northside of the road.

2. City of Springfield only allows three acceptable methods of discharge for stormwater if a property has been modified to increase the amount, location, or character of discharge per Chapter 2 Sec 4.1.4. If none of the three options are available then the development must be

DEVELOPMENT REVIEW STAFF REPORT

modified so that the amount, location, or character of discharge is not changed, or a downstream easement must be obtained.

- (1) To a Public Right-of-way.
- (2) A recorded drainage easement, continuing to a public right-of-way or public drainage system.
- (3) A certified natural watercourse.

WATER QUALITY REQUIREMENTS

1. Water Quality is required for new development projects or redevelopment projects, with new or increased impervious surfacing, within the city limits of Springfield that disturb 1 acre or greater. Including projects less than 1 acre that are part of a larger common plan of development or sale that will disturb 1 or more acres over the life of the project. Chapter 10 Sec. 2.0.

2. A land disturbance permit will be required with disturbing 1 acre or greater per Chapter 4 Section 5 of the City's Flood Control and Water Quality Protection Manual.

FLOODPLAIN

N/A

NATURAL CHANNEL & STREAM BUFFERS

N/A

SINKHOLES & KARST FEATURES

N/A

ADDITIONAL STORMWATER REQUIREMENTS

1. Operation and maintenance agreements are required for any permanent stormwater control measures. O&M will need to be approved during the process and will be reviewed by ES-Water Quality per Chapter 12 Sec. 3.0.

a. As-builts of the detention and water quality improvements are required. we would like the following as-built notes on the plans:

The Engineer of record is required to submit an as-built certification of the stormwater control measures upon completion of the project. The contractor shall coordinate with the Engineer to identify the list of stormwater control measures requiring certification and coordinate during construction to allow the Engineer to make any observations necessary during construction to certify the measures.

STAFF ANALYSIS AND RECOMMENDATION:

1. The applicant is requesting to rezone approximately 5.5 acres of property generally located at 5298 East Farm Road 104 from County R-1 to HC, Highway Commercial and establishing Conditional Overlay District No. 242. The applicant is proposing an RV park.
2. Staff has determined that we cannot start the rezoning or major subdivision process until the voluntary annexation of the property has been completely finished.

DEVELOPMENT REVIEW STAFF REPORT

3. The *Comprehensive Plan's Land Use & Development* chapter identifies the subject property as the Business Flex placetype. This placetype includes areas with an eclectic mix of light industrial, office, storage, warehouse, and distribution centers, complemented by the occasional commercial sales and services. The property is proposed to allow HC, Highway Commercial District uses so this would allow for office, retail, personal service and automotive or RV service-related uses.
4. Business Flex areas are located on secondary roadways, where good street connectivity and access to major roadways and distribution routes can be easily accessed. East Farm Road 104, a collector roadway, is less than 400 feet from Beaver (previously Mulroy) Road which is a primary arterial. This property appears to meet the access recommendations.
5. Located in expanded areas adjacent to higher, more intense industrial uses and city corridors, Business Flex provide support services, sales, service, and supply of goods to consumers and contractors, where high visibility road frontage is not a priority. The HC uses have the ability to support the uses in this area while not dominating or needing high visibility.
6. Planning for this placetype focuses on ensuring Business Flex operations have sufficient land available to expand and grow, while not dominating corridors where high visibility, retail frontage is prioritized. This area is located along E. Farm Road 104 which is a collector roadway and while adjacent to the new Buc-ee's development will not have direct access to N. Beaver Road which is the primary arterial in this area. This site will be visible but the uses should not dominate the corridor.
7. The Highway Commercial District is consistent with the goals and objectives of the Business Flex placetype.
8. The applicant is proposing a Conditional Overlay District to prohibit some objectionable uses and a traffic study at the time of development.
9. The subject property is located in an area that has other retail and industrial and warehousing uses that take advantage of easy access to Interstate 44.
10. The subject property has access to City Utilities infrastructure, and any necessary extension of such services can be provided via City Utilities' extension policy, though new easements may be necessary to accommodate this.
11. There are changing conditions in the area affected that make the proposed rezoning necessary. This area has seen an increase in new development and this rezoning is consistent with the redevelopment that is happening in this area.
12. The range of uses in the proposed HC district are compatible with the uses permitted on other property in the immediate vicinity;
13. There are adequate utility and sewer and water facilities existing or can be provided to serve the uses that would be permitted on the property if it were rezoned;

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14. The impact the uses, which would be permitted if the property were rezoned, is not expected to significantly increase the volume of vehicular and pedestrian traffic or reduce traffic safety in the vicinity. This application requires a traffic study at the time of development.
15. The proposed zoning will not correct an error in the application of this article, but rather will provide a viable use of the property subject to the provisions of the zoning district.
16. A reasonably viable economic use of the subject property will not be precluded if the proposed rezoning is denied.

STAFF RECOMMENDATION:

1. Staff recommends approval based on the proposal's general conformance to the Comprehensive Plan's Business Flex Placetype and on the finding of facts above.

PLANNING AND ZONING OPTIONS:

The planning and zoning commission shall make one of the following recommendations in connection with each proposed change in zoning district classification of this article:

1. Recommend against the proposed change in the zoning district classification.
2. Recommend a change in the zoning district classification.
3. Recommend a change in the zoning district classification together with recommendations which, in the judgment of the planning and zoning commission, will protect adjacent property and ensure that the proposed amendment is consistent with the purpose and intent of this article.

DEVELOPMENT REVIEW STAFF REPORT

ATTACHMENT 1

CONDITIONAL OVERLAY DISTRICT PROVISIONS NO. 242

The requirements of Section 36-422. of the Springfield Zoning Ordinance shall be modified herein for development within this district to include the following:

1. The following uses shall be prohibited:
 - a. Cemeteries,
 - b. Household Resource Recovery collection centers,
 - c. Manufactured or mobile home and trailer sales and service,
 - d. Marijuana cultivation, dispensary and infused products manufacturing,
 - e. Overnight or transient shelters, and
 - f. Conditional uses per Section 36-422.
2. Off-site improvements related directly to the intensity of development shall be required at the time of development. To determine the off-site improvements needed for the intensity of development, a traffic impact study (TIS) that is in a format acceptable to the City shall be submitted at the time of development. Development shall be approved only after the TIS is approved by the City Traffic Engineer, and only after the off-site improvements determined necessary by the TIS are incorporated into the approved site plan, public improvement plan, or other permits (as applicable). These off-site improvements shall be constructed at no cost to the City and in accordance with the requirements in Section 36-250 and applicable section of the Public Works Design Standards. All public improvements must be constructed and approved, or funds escrowed for such permits, prior to the issuance of any building permits.

Attachment 2
AFFIDAVIT OF NEIGHBORHOOD NOTIFICATION AND MEETING SUMMARY

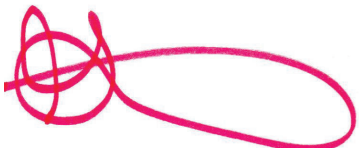
1. Request change to zoning from: County residential to Highway Commercial
(existing zoning) (proposed zoning)
2. Meeting Date & Time: Tuesday September 12, 2023 4 pm - 6:30 pm
3. Meeting Location: 5298 E Farm Road 104
4. Number of invitations that were sent: twelve
5. How the mailing list was generated: City
6. Number of neighbors in attendance (attach a sign-in sheet): 0
7. List the verbal comments and how you plan to address any issues:
(City Council does not expect all the issues to be resolved to the neighborhood's satisfaction; however, the developer must explain why the issues cannot be resolved).

No one came

8. List or attach the written comments and how you plan to address any issues:

None

I, Geoffrey H. Butler (print name), attest that the neighborhood meeting was held on September 12, 2023 (month/date/year), and is at least twenty-one (21) days prior to the Planning and Zoning Commission public hearing and in accordance with the attached "Neighborhood Notification and Meeting Process."



Signature of person completing affidavit

Geoffrey H. Butler AIA

Printed name of person completing affidavit

2024

January						
Su	M	Tu	W	Th	F	Sa
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February						
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March						
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April						
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30						

July						
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August						
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September						
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29	30					

October						
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27	28	29	30	31		

November						
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December						
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29	30	31				

PnZ
 Landmarks
 BOA
 Council

2nd PnZ
 2nd Landmarks
 Holiday



**OFFICIAL NOTICE
PLANNING AND ZONING COMMISSION
2024 SCHEDULE**

NOTICE is hereby given to all citizens and interested parties that the Planning and Zoning Commission of the City of Springfield, Missouri. Meetings are scheduled for 6:30pm in the Temporary City Council Chambers (Police South District Station), Rooms 101, 102, & 103 at 2620 West Battlefield Road

REGULAR MEETINGS

First Meeting	Second Meeting
January 11, 2024	January 25, 2024
February 15, 2024	February 29, 2024
March 14, 2024	March 28, 2024
April 11, 2024	April 25, 2024
May 9, 2024	May 23, 2024
June 13, 2024	June 27, 2024
July 11, 2024	July 25, 2024
August 8, 2024	August 22, 2024
September 12, 2024	September 26, 2024
October 10, 2024	October 24, 2024
November 7, 2024	November 21, 2024
December 19, 2024	None

A handwritten signature in blue ink, reading 'Brendan Griesemer', written over a horizontal line.

Brendan Griesemer, Executive Secretary
Planning and Zoning Commission
City of Springfield