City of Springfield

Agenda

Administrative Review Committee

December 18, 2025	**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. November 13, 2025

3. HEARINGS.

3.1. ARC2025-00034
3299 N VERNON RD ~ Hawkins Mill - Phase 1A, Preliminary Plat ~ ARC
Applicant: AMANDA BOTH
Work Type: Right of Way Reduction

3.2. ARC2025-00035
1423 N BEVERLY AVE ~ Beverly Sidewalk ~ ARC
Applicant: CHAD ZICKEFOOSE
Work Type: Fee-in-lieu of sidewalk

4. JOIN ZOOM MEETING.

4.1. 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.

November 13, 2025
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.

ARC2025-00031

3601 E CHESTNUT EXPY

Applicant: BARRETT FISK DESIGN BUILD LLC

Work Type: Substitutions for required open space

ATTENDANCE: Martin Gugel, Justin Crighton, and Chad Zickefoose. Staff: Chris Hoeman, Samantha Payne (zoom).
REPRESENTATIVE: Barrett Fisk
PUBLIC:
Staff: Went over the request - Applicant is seeking clarification and approval for a modified landscaping plan after their building permit application was deemed incomplete due to insufficient detail on the required landscape buffer yard around the entire perimeter of the property.
Rep: Was flagged as incomplete by reviewer Daniel Neal, specifically concerning the required landscaping buffer yard and requested to submit a modified plan for ARC review. The property was purchased after being rezoned for highway commercial use by a previous owner who had proposed a much larger development covering the entire site.
Staff: Stated that ARC has limited power; it can typically only reduce required landscaping in exchange for offsets like permeable paving or green roofs, not simply by acknowledging an existing natural buffer, suggests that the applicant resubmit their site plan, clearly identifying the undeveloped northern area as "do not disturb," "no build area," or a "natural vegetated buffer." This revised plan should potentially illustrate the existing trees and shrubs within this identified buffer zone and clearly labeling this area as undisturbed natural vegetation would likely satisfy the reviewer at the planning level, as long as it's understood that any future development of this specific section would necessitate a new landscape plan.
Rep: Affirmed that they do not intend to develop this naturally lower, less desirable area.
ARC ACTION:
ARC concluded that no formal action (motion to approve a reduction) was necessary as the applicant wasn't requesting a true "reduction" but rather recognition of an existing natural state. The ARC case was closed with "no action."
Chad motioned to approve the November 6, 2025 minutes. Martin seconded. 3/0 **Approved**

Result: Other