



AGENDA

Planning, Zoning, and Historic Preservation Commission

Monday, August 7, 2023 5:30 pm

City Hall Chambers

326 Grant St. / Carthage MO 64836

Call to Order

Minutes of Previous Meeting Monday, May 1, 2023

Public Hearing

1. Request for a Special Use Permit to operate a one licensed operator beauty shop at property located at 1330 Glenwood Place.
2. Request to Rezone property located at 815 W Central Avenue from 'D' Local Business and 'B' Second Dwelling to one Zoning Classification of 'E' General Business.

Staff Report

New Business

Old Business

1. Discuss Comprehensive Plan Amendments

Next Meeting:

Adjourn

Commission Members

Voting Members:	Chairman	Jim Hunter	1514 S River	417-850-5355
	Vice Chairman	Jim Swatsenbarg	601 Howard	417-358-1690
	Secretary	Joshua Anderson	1205 S Main	417-793-2196
	Member	Alan Bull	614 E Centennial	417-388-2309
	Member	Bill Barksdale	1314 S Garrison	417-388-2464
	Member	Robin Harrison	721 E 10th	417-483-8835
	Member	Matt Smith	1022 E Chestnut	417-437-2281

Non-Voting Members:	Mayor	Dan Rife	City Hall	417-237-7003
	City Administrator	Greg Dagnan	City Hall	417-237-7003
	Asst. City Administrator	Traci Cox	City Hall	417-237-7003
	Councilmember	Mark Elliff	1511 Grand Ave	417-359-3662

Staff:	Public Works Director	Zeb Carney	Public Works Department	417-237-7010
---------------	-----------------------	------------	-------------------------	--------------

Public Works Department 623 E Seventh Carthage MO 64836 Tele: (417) 237-7010 Fax: (417) 237-7011 Email: pwd@carthagemo.gov

Planning, Zoning, & Historic Preservation Commission

Meeting Minutes

May 1, 2023/ 5:30 PM / City Hall Council Chambers

Members Present: Jim Hunter, Jim Swatsenbarg, Alan Bull, Robin Harrison, Matt Smith & Josh Anderson

Members Absent: Bill Barksdale

Staff & Council: Greg Dagnan, Zeb Carney, & Julie Tilley

Presenters: Jason Eckhart

The meeting was called to order at 5:31pm by Jim Hunter, Chairman

Approval of Previous Meeting Minutes

- **Motion by Jim Swatsenbarg to approve the previous meeting minutes, seconded by Robin Harrison - All present voted in favor, minutes were approved**

Staff Reports

- **Greg Dagnan mentioned that there was a business interested in applying for the newly passed 353 Tax Credits, however, the business has decided to move in a different direction**

Public Hearings

- **n/a**

New Business

- **n/a**

Old Business

- **Discuss the amendments to the 2009 Comprehensive Plan**
 - **General discussion was had regarding the verbiage of the original and amended Comprehensive Plan**
 - **Jim S. had a number of comments to review on the 2009 Comprehensive Plan and the amended plan, these items were reviewed and discussed**
 - **Jim H. asked if in order to more thoroughly review the amendments to the plan it would be necessary for the commission to more thoroughly review the original 2009 Comprehensive Plan.**

Josh A. moved to table the comprehensive plan review until everyone has time to review the original 2009 plan, seconded by Robin Harrison - further discussion was had and it was determined that the city staff would review and correct the text of the amended plan.

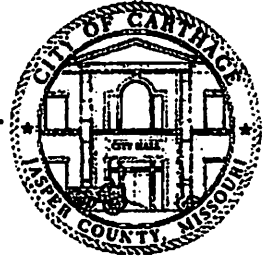
Josh A. amended the motion to table the comprehensive plan review but have the city staff review and make any corrections they see necessary to the amended plan before the next P,Z, & HP meeting, seconded by Robin Harrison - All voted in favor, the motion passed.

At 7:15pm Jim Swatsenbarg moved to adjourn the meeting, seconded by Josh Anderson - All present voted in favor, the meeting was adjourned.

The next meeting is scheduled for Thursday, June 15, 2023 at 5:30pm in the City Council Chambers

SPECIAL USE PERMIT PETITION

You must provide all requested information on the application. Blanks may delay processing of your petition. (write 'n/a' if information is not applicable to proposal).



Date: 5/31/23

Filing Fee: \$100.00

Type of Special Use: (be as specific as possible and cite Zoning Ordinance provision listing use as permitted special use)

Small salon nails and hair

Note: The City's Zoning Ordinance and Comprehensive Plan may be viewed at the City Clerks Office or the Public Works Department

Modification of previously issued Special Use Permit:

☐

Yes

☒

No

Property Address: 1330 Glenwood Pl Carthage MO 64836

Location/Legal description:

Sunrise meadows edition Lot 17

Total site area: 7 1/2 acre sq. ft.

Zoning District(s) and land area within each:

Present Land Use(s):

Pending
Owner: Brittany Parish

Address: 1415 Grand Ave Tele: 417 758 3185

City: Carthage State: MO Zip Code: 64836

Email Address: swagnail7@gmail.com Fax: _____

Petitioner: Brittany Parish Relationship to Owner: _____
(person to whom all correspondence will be sent)

Address: _____ Tele: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____ Fax: _____

Proposal: *(Attach Special Use Permit Petition Statement of Justification)*

Other information: One operator salon
(additional relevant information about the site or proposal you wish to note or cite)

The undersigned property owner(s) hereby authorize the filing of this petition (and any subsequent revisions thereto), and authorize(s) on-site review by authorized staff.

Signature: Brittany Parish Date: 5/6/23

Signature: _____ Date: _____

Signature: _____ Date: _____

The undersigned petitioner hereby certifies that, to the best of his or her knowledge and belief, all information supplied with this application is true and accurate.

Signature: Brittany N. Parish Date: 5/6/23

Return form to: Public Works Department

Office Use Only:	Date Received: <u>6/6/23</u>	Hearing date: <u>7/3/2023</u>	Approved: ☐ Yes ☐ No
Permit Required:	☒ Yes ☐ No	Permit type: _____	(if applicable)

DESCRIPTION
ALL OF LOTS NUMBERED FIFTEEN (15), SIXTEEN (16), SEVENTEEN (17) AND EIGHTEEN (18) IN SUNRISE MEADOWS ADDITION TO THE CITY OF CARTHAGE, JASPER COUNTY, MISSOURI, ACCORDING TO THE RECORDED PLAT THEREOF.

BASIS OF BEARINGS
BEARINGS ARE BASED ON GRID NORTH OF THE MISSOURI COORDINATE SYSTEM OF 1983 MISSOURI WEST ZONE.

CLASS OF PROPERTY
URBAN

TYPE OF SURVEY
RESURVEY

SOURCE DOCUMENTS
DESCRIPTION PROVIDED BY CLIENT

FENCE NOTE
FENCE LOCATIONS SHOWN BETWEEN DIMENSION POINTS ARE APPROXIMATE AND THE ACTUAL FENCE MAY MEANDER FROM THE LOCATIONS SHOWN ON THE PLAT HEREIN. INTERIOR FENCES MAY NOT BE SHOWN.

NOTES
NO UTILITIES SHOWN AS A PART OF THIS SURVEY.
SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RECORDS, OR OTHER FACTS WHICH AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
NO FLOOD DETERMINATIONS HAVE BEEN EXAMINED AS A PART OF THIS SURVEY.

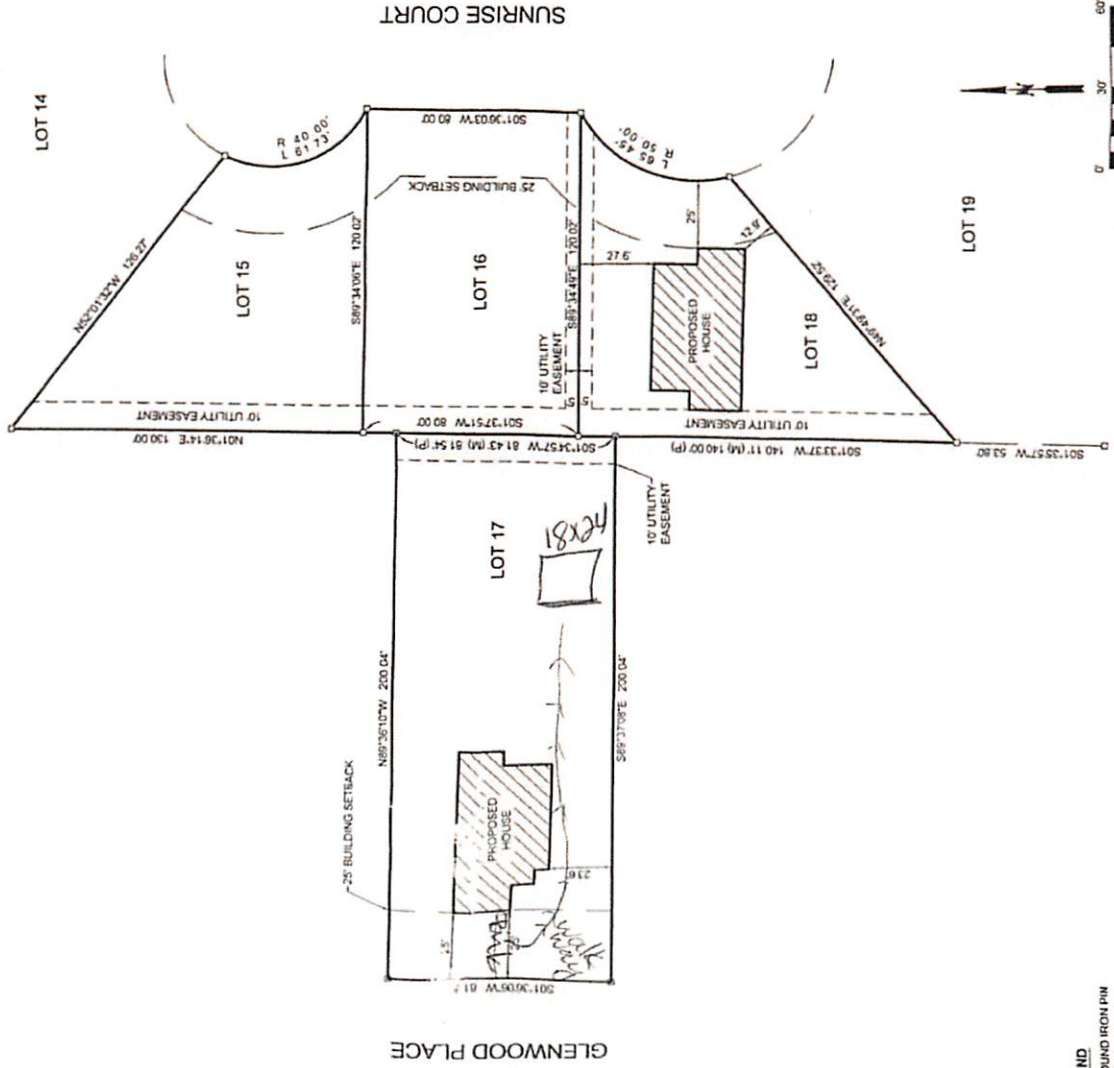
THIS SURVEY HAS BEEN PERFORMED BASED ON KNOWLEDGE AND INFORMATION IN ACCORDANCE WITH COMMONLY ACCEPTED PROCEDURES CONSISTENT WITH THE CURRENT MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS AND IS NOT A GUARANTEE OR WARRANTY, EITHER EXPRESSED OR IMPLIED. DECLARATION IS MADE TO THE ORIGINAL PURCHASER OF THE PROPERTY THAT THE SURVEYOR HAS CONDUCTED THE SURVEY IN ACCORDANCE WITH THE MISSOURI SURVEYING ACT AND THE "SURVEY AFFIDAVIT" OR SIMILAR DOCUMENT, STATEMENT, OR MECHANISM TO OBTAIN TITLE INSURANCE FOR ANY SUBSEQUENT OR FUTURE GRANTEEES.

CERTIFICATE OF AUTHORITY LICENSE NUMBER LS-2014011548 EXPIRATION 12/31/2022



MJSURVEYING, LLC
PH 417.623.2525
2224 S. MAIN ST.
JOPLIN, MO 64804
www.MJSurveyingLLC.com

DRAWN	DATE	DATE	SHEET	PROJECT
AMM	8/25/2022	8/25/2022	1	22276
APPROVED				
ALA				



SURVEY NOT VALID UNLESS SIGNED IN BLUE INK

LEGEND
□ FOUND IRON PIN
(M) MEASURED
(P) PLAT

SPECIAL USE PERMIT PETITION

STATEMENT OF JUSTIFICATION

For each of the five criteria listed below, provide a statement that explains how any existing conditions, proposed development features, or other relevant facts would allow the Planning, Zoning and Historic Preservation Commission to reach a recommendation, and attach any additional documents or materials that provide supporting factual evidence. The considerations listed under each required criteria are simply suggestions. Applicant should address any additional considerations potentially raised by the proposed development.

Important: Applicant bears the burden of presenting sufficient factual evidence to support findings of fact that allow the Commission to reasonably reach a recommendation. If the applicant fails to meet that burden, the Commission has no choice but to recommend denying the petition.

1. The proposed development will not materially endanger the public health or safety.

Considerations: Quiet Street no high traffic one client at a time

- Traffic conditions in the vicinity, including the effect of additional traffic on streets and street intersections, and sight lines at street intersection and curb cuts.
- Provision of services and utilities, including sewer, water, electrical, garbage collection, and fire protection.
- Soil erosion and sedimentation.
- Protection of public, community, or private water supplies, including possible adverse effects on surface waters or groundwater

2. The proposed development will comply with all regulations and standards generally applicable within the zoning district and specifically applicable to the particular type of special use or class of special uses. Yes and also with

3. The proposed development will not substantially injure the value of adjoining property, or is a public necessity. missouri state board of Cosmetology

Considerations: No everything will be well kept up along with my whole property

- The relationship of the proposed use and the character of development to surrounding uses and development, including possible conflicts between them and how these conflicts will be resolved.
- Whether the proposed development is so necessary to the public health, safety, and general welfare of the community as a whole as to justify it regardless of its impact on the value of adjoining property.

4. The proposed development will be in harmony with the area in which it is located.

Considerations: yes my clients will have portion of my driveway during business hours

- The relationship of the proposed use and the character of development to surrounding uses and development, including possible conflicts between them and how these conflicts will be resolved.

5. The proposed development will be consistent with the City's Comprehensive Plan.

Considerations: yes

- Consistency with the Plan's objectives for the various planning areas, its definitions of the various land use classifications and activity centers, and its locational standards.

Signature: Brittany h Parish

Date: 5/6/23

SPECIAL USE PERMIT PETITION REVIEW PROCESS

It is strongly recommended that any person considering seeking a Special Use Permit first contact the Public Works Department staff, who will explain the review process, applicable requirements and standards, potential issues, and provide the necessary forms.

Review of Special Use Permit petitions occurs in accordance with defined cycles that accommodate comprehensive review by the City, a public hearing and review by the Planning, Zoning and Historic Preservation Commission, and public notice of hearing.

- Request a Special Use Permit Application from the Public Works Department
- Applicant completes the application and returns it to the Public Works Department
- Public Works Department staff reviews the application and directs any concerns to the applicant
- The applicant makes payment for the filing fee at Public Works Department
- The request is placed on the next Planning, Zoning and Historic Preservation Commission Agenda
- Applicant is notified of Hearing date. Notice of Public Hearing is published in the Carthage Press
- The Public Works Department notifies property owners within 185' of property requesting the Special Use Permit of the Public Hearing date.
- City Clerk posts agenda no less than 24 hours prior to the meeting
- Planning, Zoning and Historic Preservation Commission conducts hearing and votes on recommendation to City Council regarding approval or denial of request
- Upon an approval at Council, a Council Bill is prepared for first reading for the next Council meeting
- Council Bill goes through a second reading
- Special Use Permit is issued through City Clerk's office and permit is sent to Applicant

Note: The Planning, Zoning and Historic Preservation Commission meet on the first Monday of each month. The City Council meet on the second and fourth Tuesday of each month.

185' Property Ownership Map

1330 Glenwood Place



Date created: 6/14/2023
Last Data Uploaded: 6/14/2023 2:39:05 AM

Developed by  **Schneider**
GEOSPATIAL

1330 Glenwood Place



1330 Glenwood Place
(North side)



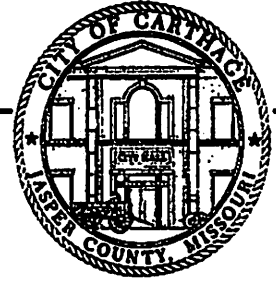
1330 Glenwood
(South side)



REZONING REQUEST

You must provide all requested information on this application. Blanks may delay processing your request. (write 'n/a' if information not applicable)

"America's Maple Leaf City"



Date: 06/26/2023

Filing Fee: \$100.00

Owner: Choate Investments

Address: 10350 Daisy Road

Tele: 417-793-2349

City: Carthage

State: MO

Zip Code: 64836

Email Address: hurricane3@gmail.com

Fax: _____

Applicant: Jason Choate

(person to whom all correspondence will be sent)

Relationship to Owner: Owner

Address: 10350 Daisy Road

Tele: 417-793-2349

City: Carthage

State: MO

Zip Code: 64836

Email Address: hurricane3@gmail.com

Fax: _____

Property Location: 815 West Central Avenue

Legal Description:

GAMMON PK LOTS 1 TO 8 INC & LOTS 17 TO 24 INC & ALL VAC ALLEYS LYING BETWEEN SD LOTS & ALL VAC ALLEY LYING W & ADJ LOT 17

Parcel ID 14200420007001000

Section 4, Township 28, Range 31

(attach separate sheet if necessary)

Adjacent Zoning and Land Use:

	Existing Land Use	Zoning
North	<u>Housing - zoned as a mix of single and multifamily housing</u>	<u>A/B</u>
South	<u>Mixed usage; Zoned for local and general business</u>	<u>D/E</u>
East	<u>Housing and vacant; zoned as multifamily and local business</u>	<u>B/D</u>
West	<u>General Business - Casey's Convenience Store</u>	<u>E</u>

Note: The City's Zoning Ordinance may be viewed at the Public Works Department

Present Use of Property: Car Wash under construction; remaining land is vacant with mixed zoning in place
Proposed Use of Property: Mixed-use including retail store, car wash and multifamily housing; Class E allows all

Current Zoning: Local Business/2nd Dwelling

Zoning Requested: General Business (Class E)

Request initiated by: ☐ Denied permit ☐ Change of land use ☒ New development


Owner's Signature


Applicant's Signature

Return Form to: Public Works Department

Office Use Only: Date Received: <u>7/21/2023</u>	Hearing date: <u>8/7/2023</u>	Approved: ☐ Yes ☐ No
Filing Fee: <u>\$100</u> <u>PP. CK. #1014</u>		

REZONING REVIEW PROCESS

It is strongly recommended that any person considering a Rezoning request to first contact the Public Works Department staff, who will explain the review process, applicable requirements and standards, potential issues, and provide the necessary forms.

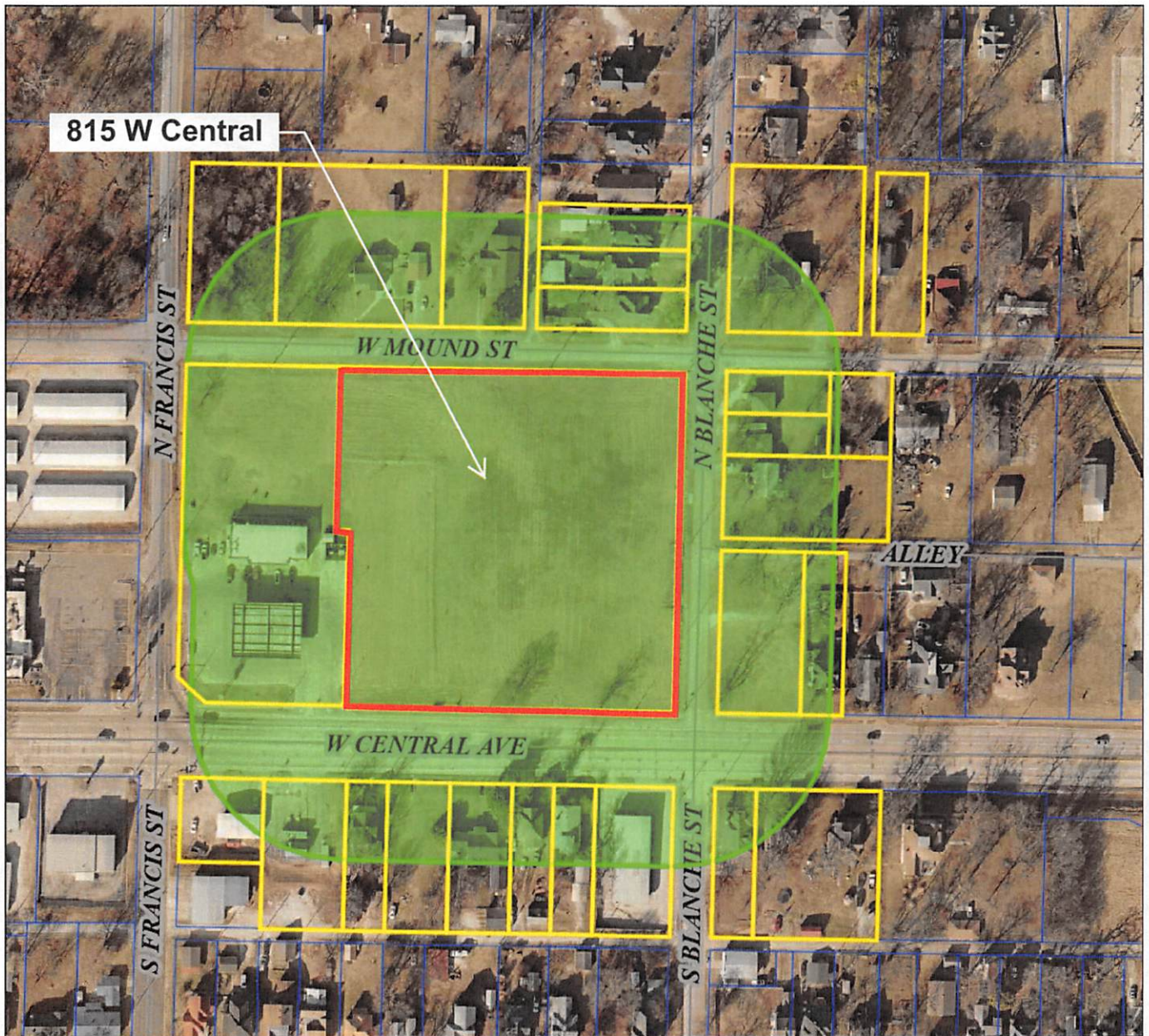
When an owner/contractor submits a Building Permit Application and through the plan review process it is determined by the Building Inspector that the proposed structure does not comply with the zoning requirements for that district, the permit is denied and the applicant is informed of their options. All property annexed into the City shall automatically be classified as lying and being in district "A", if other zoning is desired it must go through the Rezoning review process.

Review of a Rezoning request occurs in accordance with defined cycles that accommodate comprehensive review by the City, a public hearing and review by the Planning, Zoning and Historic Preservation Commission, and public notice of hearing.

- Request Rezoning Application from the Public Works Department
- Applicant completes application and returns it to the Public Works Department
- Public Works Department staff reviews the application and directs any concerns to the Applicant
- Once the Applicant pays the filing fee, the Rezoning Request is placed on the next Planning, Zoning and Historic Preservation Commission Meeting Agenda
- Applicant is notified of hearing date
- Notice of Public Hearing Date is published in Carthage Press
- The Public Works Department notifies adjoining property owners within 185' of the property designated for rezoning of the Public Hearing Date
- City Clerk posts agenda no less than 24 hours prior to meeting
- Planning, Zoning and Historic Preservation Commission conducts hearing and votes on recommendation to City Council regarding approval or denial of request
- Upon an approval, a Council bill is prepared for first reading at next Council meeting
- Council Bill goes through a second reading by Council
- City Clerk notifies all agencies of rezoning

Note: The City Council meet the second and fourth Tuesday of each month. The Planning, Zoning and Historic Preservation Commission meet on the first Monday of every month.

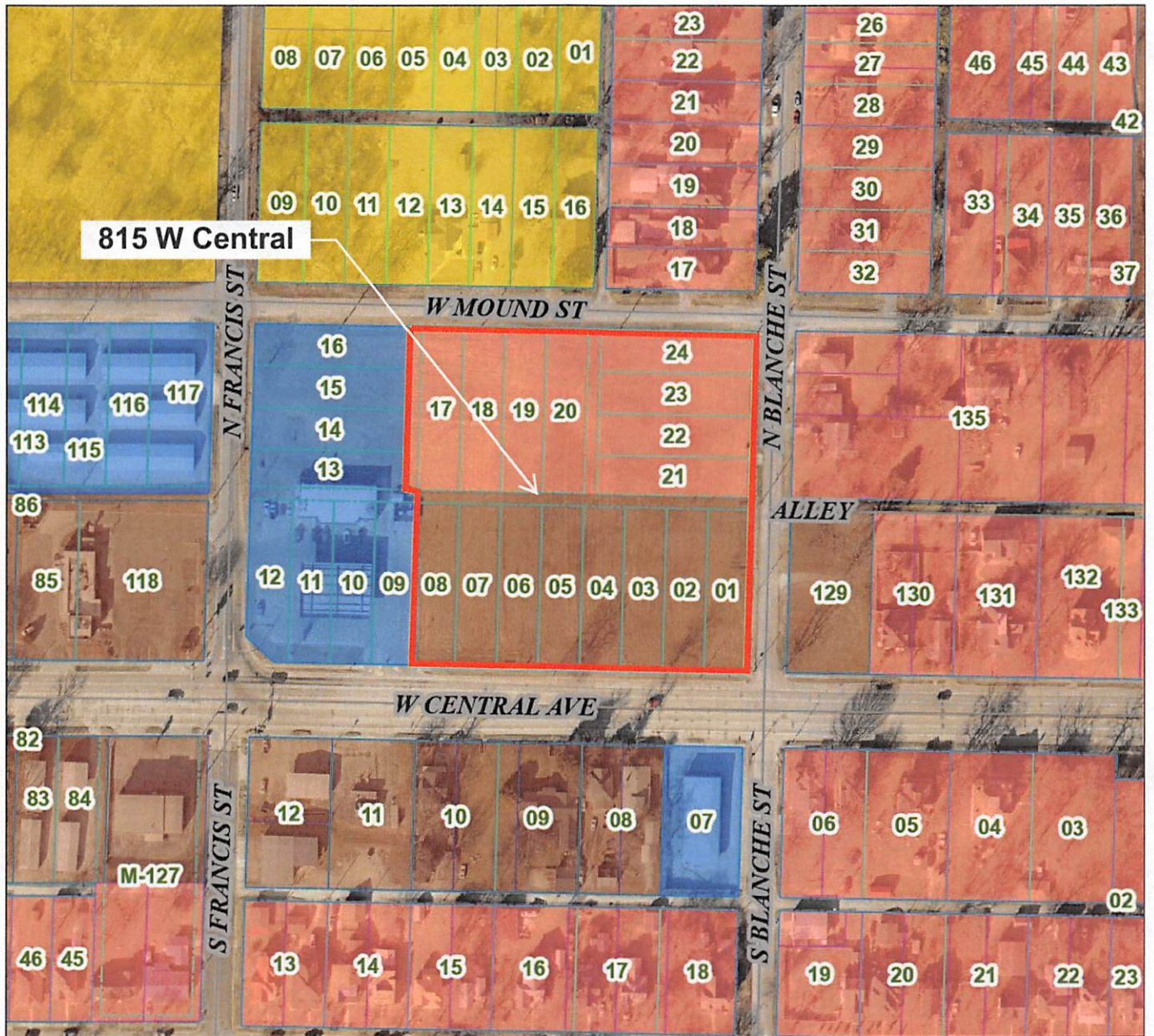
185' Property Ownership Map 815 W Central



Date created: 7/24/2023
Last Data Uploaded: 7/24/2023 1:33:42 AM

Developed by  **Schneider**
GEOSPATIAL

815 W Central / Current Zoning Overview



Date created: 7/24/2023
Last Data Uploaded: 7/24/2023 1:33:42 AM

Developed by  Schneider
GEOSPATIAL

- 'A' First Dwelling
- 'B' Second Dwelling
- 'D' Local Business
- 'E' General Business

815 W Central / Proposed Zoning 'E' General Business



Date created: 7/24/2023
Last Data Uploaded: 7/24/2023 1:33:42 AM

Developed by  Schneider
GEOSPATIAL

- 'A' First Dwelling
- 'B' Second Dwelling
- 'D' Local Business
- 'E' General Business