JOURNAL OF THE PLANNING & ZONING COMMISSION
CITY OF JACKSON, MISSOURI
WEDNESDAY, DECEMBER 10, 2025, 6:00 P.M.
REGULAR MEETING
CITY HALL BOARD CHAMBER, 101 COURT STREET, JACKSON, MISSOURI

The Planning and Zoning Commission of the City of Jackson met in regular session in the Board Chamber of City Hall at 6:00 p.m. on Wednesday, December 10, 2025, with the following members present:

Present:
Harry Dryer, Chairman
Tony Koeller, Secretary
Michelle Weber
Russ Wiley
Tina Weber
Travis Niswonger
Angelia Thomas
Heather Harrison

Absent:
Bill Fadler

Aldermen:
Mike Seabaugh
Steve Stroder
Eric Fraley (Absent)

Building & Planning Manager Larry Miller, James King, and Mike Haynes were also present.

Call to Order

Chairman Harry Dryer called the meeting to order at 6:00 p.m. Secretary Tony Koeller called the roll, and a quorum was present.

Approval of Minutes

1. Approval of Minutes – September 10, 2025 Meeting
The minutes of the September 10, 2025, meeting were reviewed.

Action: Commissioner Michelle Weber made the motion, seconded by Secretary Tony Koeller, to approve the minutes as submitted.
Result: Motion carried unanimously.

New Business

2. Land Exchange Certification – 5176 & 5178 Caney Fork Street

Staff Report: Larry Miller reported the request to approve a land exchange certification for approximately 0.05 acres, transferring it from 5176 Caney Fork Street to 5178 Caney Fork Street. The property is zoned R-3 (Two-Family Residential). The request is intended to allow proper placement of a duplex due to terrain constraints and an existing retaining wall while maintaining required setbacks and lot area.

Applicant Remarks: James King addressed the Commission and explained that the slope and retaining wall prevent the traditional placement of two separate structures. The land exchange allows the duplex to be centered on the lot line while remaining compliant with zoning requirements.

Commission Questions: None from the Commission.

Action: A motion was made by Secretary Tony Koeller and seconded by Commissioner Travis Niswonger to approve the land exchange certification.

Roll Call Vote:
Harrison—Yes
Thomas—Yes
T. Weber—Yes
Koeller—Yes
Dryer—Yes
M. Weber—Yes
Wiley—Yes
Niswonger—Yes

Result: Motion carried unanimously.

3. Land Exchange Certification – DNH Subdivisions (Straightway Farm Service, Inc.)

Staff Report: Larry Miller reported the request to approve a land exchange certification for approximately 0.29 acres, transferring it from Lots 8 and 9 of DNH 2nd Subdivision to Lot 1 of DNH 3rd Subdivision. The adjustment enlarges Lot 1 while maintaining adequate frontage for all affected lots.

Applicant Remarks: The applicant was not present.

Commission Questions: None from the Commission.

Action: Commissioner Tina Weber made a motion, seconded by Commissioner Russ Wiley, to approve the land exchange certification.

Roll Call Vote:
Thomas—Yes
T. Weber—Yes
Koeller—Yes
Dryer—Yes
M. Weber—Yes
Wiley—Yes
Niswonger—Yes
Harrison—Yes

Result: Motion carried unanimously.

4. Land Exchange Certification – 2216 Bainbridge Road & 2431 East Main Street

Staff Report: Larry Miller reported the request to approve a land exchange certification transferring approximately 0.02 acres to correct an existing parking lot encroachment identified through a survey.

Applicant Remarks: Michael Haynes explained that the land exchange is intended to correct the encroachment and avoid future property disputes.

Commission Questions: None from the Commissioners.

Action: Commissioner Heather Harrison made a motion, seconded by Commissioner Tina Weber, to approve the land exchange certification.

Roll Call Vote:
T. Weber—Yes
Koeller—Yes
Dryer—Yes
M. Weber—Yes
Wiley—Yes
Niswonger—Yes
Harrison—Yes
Thomas—Yes

Result: Motion carried unanimously.

5. Text Amendment – Chapter 65 (Privacy Fences and Buffer Areas)

Staff Report: Larry Miller reviewed a proposed text amendment to Chapter 65 of the City Code to clarify privacy fence height requirements, buffer area standards, and resolve conflicting code

provisions. The amendment establishes timelines for installation and opacity, as well as maintenance requirements for screening.

Commission Discussion: Commissioners discussed clarifying language related to required opacity and installation timing. Staff proposed minor revisions for clarity.

Action: A motion was made by Secretary Tony Koeller and seconded by Commissioner Tina Weber to recommend approval of the text amendment with the discussed revisions.

Roll Call Vote:
Koeller—Yes
Dryer—Yes
M. Weber—Yes
Wiley—Yes
Niswonger—Yes
Harrison—Yes
Thomas—Yes
T. Weber—Yes

Result: Motion carried unanimously.

6. Text Amendment – Chapter 65 (Home Occupations)

Staff Report: Larry Miller reviewed a proposed text amendment to bring City regulations into compliance with recent Missouri state law regarding home occupations. The amendment includes definitions, regulations, and administrative provisions.

Commission Discussion: Commissioners expressed concerns regarding enforcement and administrative impacts. Additional staff review was requested.

Action: A motion was made by Secretary Tony Koeller and seconded by Commissioner Tina Weber to table the request until the January 2026 meeting for further staff review.

Result: Motion carried unanimously.

Adjournment

Secretary Tony Koeller moved to adjourn without further business, seconded by Commissioner Heather Harrison. The motion carried, and the meeting was adjourned at approximately 7:30 p.m.

Respectfully submitted,

Tony Koeller
Planning and Zoning Commission Secretary

Attest:

Larry Miller
Building and Planning Manager

NOTE: ACTION (IF ANY) ON LAND EXCHANGE CERTIFICATIONS, COMPREHENSIVE PLAN, AND MAJOR STREET PLAN IS FINAL APPROVAL; ALL OTHER ACTION TAKEN BY THE PLANNING AND ZONING COMMISSION SERVES AS A RECOMMENDATION TO THE BOARD OF ALDERMEN AND NOT AS FINAL APPROVAL OF THE ITEMS CONSIDERED AT THIS MEETING