

CITY OF WILLARD, MO  
PLANNING AND ZONING MINUTES

July 1, 2025

Staff present: Planning and Zoning Director: Mike Ruesch, Planning Assistant: Tammy Nephew, City attorney: Anna Yenes

Vice-Chairman Jeff LaMontia led the **PLEDGE OF ALLEGIANCE**

**CALL THE MEETING TO ORDER**

Vice-Chairman Jeff LaMontia called the meeting to order at 6:00 P.M.

**ROLL CALL**

Roll call conducted by the Secretary Valorie Simpson. Present: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell  
Not present: Marianne Hill, Josh Breeze, David Keene, Gary Walker

**AGENDA AMENDMENTS/APPROVAL**

Motion made by Sam Baird to add section 400.515 PDD to the agenda as item 11 seconded by Burnis Coleman. Voting Aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion Carried 6-0

**APPROVAL OF MINUTES June 3, 2025**

1. Motion was made by Sam Baird, to amend the minutes to say May 20, 2025 seconded by Steve Cobb. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0.

**NEW MEMBER APPOINTMENT**

2. Celeen Thedell was introduced to the board.

## **CITIZENS INPUT**

None

## **PUBLIC HEARING and PRESENTATION**

Vice-Chairman LaMontia opened the public hearing 400.520

### **3. AN ORDINANCE REVISING SECTION 400.520 of the CITY CODE ACCESSORY USES AND STRUCTURES**

Mike Ruesch spoke that this change is to move chickens out of accessory uses and putting it under 400.570 Animals and adding Accessory Dwelling Unit (ADU) and Accessory Structures constructed in an Agricultural (AG) Zoning District.

Hearing no comment from the public, Vice-chairman LaMontia closed the Public Hearing.

Vice-Chairman LaMontia opened the Public Hearing 400.570

### **4. AN ORDINANCE REVISING SECTION 400.570 of the CITY CODE ANIMALS**

Mike Ruesch spoke that chickens will now be under the animal ordinance.

Hearing no comment from the public, Vice-chairman LaMontia closed the Public Hearing.

Vice-Chairman LaMontia opened the Public Hearing 400.120

### **5. AN ORDINANCE REVISING SECTION 400.120 OF THE CITY CODE DEFINITIONS**

Mike Ruesch spoke that Accessory Dwelling Unit (ADU) definition is being added.

Hearing no comment from the public, Vice-chairman LaMontia closed the Public Hearing.

Vice-Chairman LaMontia opened the Public Hearing 400.521

### **6. ADD SECTION 400.521 ACCESSORY DWELLING UNIT (ADU)**

Mike Ruesch spoke at length about how it would work.

Hearing no comment from the public, Vice-Chairman LaMontia closed the Public Hearing.

## **DISCUSSION AND VOTE**

### **7. AN ORDINANCE REVISING SECTION 400.520 OF THE CITY CODE ACCESSORY USES AND STRUCTURES**

400.520 B. Permitted Accessory Uses and Structures description. B.1 Adding Accessory Dwelling Units (ADU) and Accessory Structures in an Agriculture (AG) Zoning District. Added Habitable spaces.... Removing all of C.p 1-20 raising chickens. Removed F 1-3 and added F 1-7 Added G. Table A Graduated Accessory Structure Height

Motion made by Sam Baird Baird to approve 400.520 seconded by Burnis Coleman. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0.

### **8. AN ORDINANCE REVISING SECTION 400.570**

Chickens are being added under 400.570 Animals 3 a.

Steve Cobb made the motion to approve 400.570 seconded by Jeff LaMontia. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0.

### **9. AN ORDINANCE REVISING SECTION 400.120 OF THE CITY CODE DEFINITIONS**

Adding ACCESSORY DWELLING UNIT (ADU) definition. A habitual attached or detached secondary structure located on the same lot and subordinate in use to the principle structure. An attached ADU shall be defined as an additional to an existing home with it own exterior entrance not accessible from the primary residence.

Valorie Simpson made the motion to approve Section 400.120 adding ACCESSORY DWELLING UNIT (ADU) definition seconded by Sam Baird. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0.

### **10. ADD SECTION 400.521 ACCESSORY DWELLING UNITS (ADU)**

There was a lot of questions about how accessory structure would work. It has to be less than 80% of primary residence, can't have the same entrance to the primary residence. Additions cannot be counted as an accessory structure (ADU) unless it have has a separate entrance. There was a discussion of lot splits. There is a chart with graduated structure height as well as a graduated increase in accessory size by lot. It must also be

able to meet lot line requirements. They must have separate utilities and there is additional parking requirements.

Changes made to C.4 ii That the ADU maybe inspected for health and safety as required by appointment with the property owner.

Motion made by Sam Baird to approve 400.521 with changes C. 4 ii seconded by Burnis Coleman. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0.

## **11. AN ORDINANCE CHANGING SECTION 400.515 PLANNED DEVELOPMENT DISTRICT (PPD)**

Jeff LaMontia spoke about the need to add Home Owner's Association (HOA) and common spaces requirements.

Changes:

Removed G. PDD-C Planned Development District Commercial.

Add sentence P. 5 All open space and landscaping shall be maintained regularly, all landscaping will be owned and maintained by the HOA Homeowners Association or designated party.

X is now W, Final Plat Approval. W 1. The development shall have Two (2) years from the approval of the development agreement to pull building permits and begin construction of homes. W 1-i. If phased construction is planned, building permits shall be pulled within two (2) years of the date of approval of development phase. All subsequent phases shall be submitted covering portions of the approved development plan as defined above. W 2 If the development plan in final platting have not been completed within the time line set in this section, then the development plan shall be resubmitted to the city for extension. Extension of the development plan shall be forwarded and review by the Planning Commission and Board of Aldermen according the same procedure for original adoption. one extension may be granted the board. If granted, an extension will be for a maximum one (1) year. if an extension and approved is not granted, the original development plan approval shall be null and void. It shall not be the responsibility of the City to notify the applicant of an expired development plan.

Motion made by Sam Baird to approve 400.515 with changes seconded by Burnis Coleman. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0

## **NEW BUSINESS**

Mike Ruesch spoke about looking into an ordinance pertaining to large lots in the older part of town that doesn't have street frontage into a (flag lot).

Mike Ruesch spoke about a Mixed Use (MU) development that is now on hold until the city can find a way to upgrade Lift Station B or come up with another plan.

### **UNFINISHED BUSINESS**

Mike Ruesch spoke about Master Transportation and how he'll be working on that with a committee for the next couple of months. He would like invite all Planning and Zoning members to join.

### **ADJOURN**

Motion made by Sam Baird to adjourn at 8:23 with a second by Steve Cobb. Voting aye: Vice-Chairman Jeff LaMontia, Valorie Simpson, Steve Cobb, Burnis Coleman, Sam Baird, Celeen Thedell. Motion carried 6-0

Submitted by Valorie Simpson, Secretary

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Jeff LaMontia, Vice-Chairman

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Valorie Simpson, Secretary

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Rebecca Hansen, City Clerk