

**CITY OF LEBANON
BOARD OF ADJUSTMENT MEETING
THURSDAY, JUNE 11, 2026, 5:30 PM
CITY HALL, STANLEY H. ALLEN COUNCIL CHAMBERS, 401 SOUTH JEFFERSON
“TENTATIVE AGENDA”**

1. Call to Order, Roll Call, and Declaration of Quorum
2. Approval of Minutes
 - a. April 30, 2026, Regular Meeting Minutes
3. Public Hearing
 - a. Request for a height variance from 45 ft. to 66 ft. located at the 1200 Block of Ice Cream Way
4. Board Action
 - a. Board Action on a request for a Height Variance from 45 ft. to 66 ft. located at the 700 Block of Ice Cream Way
5. Adjournment

CITY OF LEBANON
BOARD OF ADJUSTMENT REGULAR MEETING MINUTES
APRIL 30, 2026

BE IT REMEMBERED that the Board of Adjustment of the City of Lebanon, Missouri, met in Regular Session on April 30, 2026, at 5:30 PM in the Council Chambers at City Hall located at 401 South Jefferson.

CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM

Upon roll call, the following Officers were present: Rick Adams, Ryan Ritchel, David Schneider, Matt Starnes, and Juliann White. Absent: John Sommer.

David Schneider, serving as an alternate, filled the seat in the absence of John Sommer.

A quorum was declared.

Staff members and others in attendance: Code Administrator Christina Wagner, Compliance Specialist Kim Schomaker, City Counselor Chris Allen, City Clerk Lacey Brackett, and Deputy City Clerk Melissa Richardson.

APPROVAL OF MINUTES

April 9, 2026, Regular Meeting

Juliann White moved and Matthew Starnes seconded that the Board approve the minutes as presented. Motion carried as follows: Yea: (5) Rick Adams, Ryan Ritchel, David Schneider, Matthew Starnes, Juliann White; Nay: (0) None; Abstain: (0) None; Absent: (1) John Sommer.

City Counselor Chris Allen addressed the Board regarding the re-ratification items presented for consideration. He explained that the re-ratification was required pursuant to code provisions Chapter 48-325 (d) mandating a supermajority vote and clarified the number of members necessary to be present for official action to be taken at future meetings. Counselor Allen further noted that while a quorum is established with three (3) members present, only minutes may be approved under those circumstances.

BOARD ACTION

Consider the re-ratification of the previously approved Variance Request to construct a 1,200-square-foot accessory structure located at 410 Highway YY

David Schneider moved, and Rick Adams seconded, that the Board approve the re-ratification of the previously approved variance request to construct a 1,200 square-foot accessory structure located at 410 Highway YY. Motion carried as follows: Yea: (5) Rick Adams, Ryan Ritchel, David Schneider, Matthew Starnes, Juliann White; Nay: (0) None; Abstain: (0) None; Absent: (1) John Sommer.

Consider the re-ratification of the previously approved Variance Request to construct a 1,500-square-foot shop located at 1515 Millcreek Road

Juliann White moved, and Matthew Starnes seconded, that the Board approve the re-ratification of the previously approved variance request to construct a 1,500 square-foot shop located at 1515 Millcreek Road. Motion carried as follows: Yea: (5) Rick Adams, Ryan Ritchel, David Schneider, Matthew Starnes, Juliann White; Nay: (0) None; Abstain: (0) None; Absent: (1) John Sommer.

Consider the re-ratification of the previously approved Variance Request for Non-Conforming lots located at the 500 Block of Chestnut and the 300 Block of Lincoln Avenue

Juliann White moved, and Matthew Starnes seconded, that the Board approve the re-ratification of the previously approved variance request for non-conforming lots located at the 500 Block of Chestnut and 300 Block of Lincoln. Motion carried as follows: Yea: (5) Rick Adams, Ryan Ritchel, David Schneider, Matthew Starnes, Juliann White; Nay: (0) None; Abstain: (0) None; Absent: (1) John Sommer.

Meeting Rules and Procedures

Compliance Specialist Kim Schomaker reviewed the rules and procedures outlined in the Board of Adjustment Reference Guide provided by the City Clerk's office. She explained the processes the Chair and Board would follow during public hearings and board action items. Chairman Ryan Ritchel discussed procedures and asked questions to clarify his role and responsibilities as Chair.

Adjournment

Chairman Ryan Ritchel declared the meeting adjourned at 6:30 pm.

Attest:

Code Administrator Christina Wagner

Chairman Ryan Ritchel

Minutes Approved



To: Board of Adjustment

Proposed for the Meeting Date of: June 11, 2026

Staff Informational Sheet

Topic: Request for a height variance from 45 ft. to 66 ft. located at the 1200 Block of Ice Cream Way

CIP Number:

Spent Year To Date:

Budget Amount:

Funding Source:

Subject Matter:

Request for a height variance from 45ft to 66ft located at 1200 Blk of Ice Cream Way.

Background (problem/explanation):

The variance is for the building infrastructure, i.e. (RTU) rooftop unit enclosures.

Staff Recommendation:

Staff sees no issue with this request. The owners are meeting the requirements for the neighborhood's requested barrier separation.

Submitted By: Kim Schomaker, Compliance Specialist

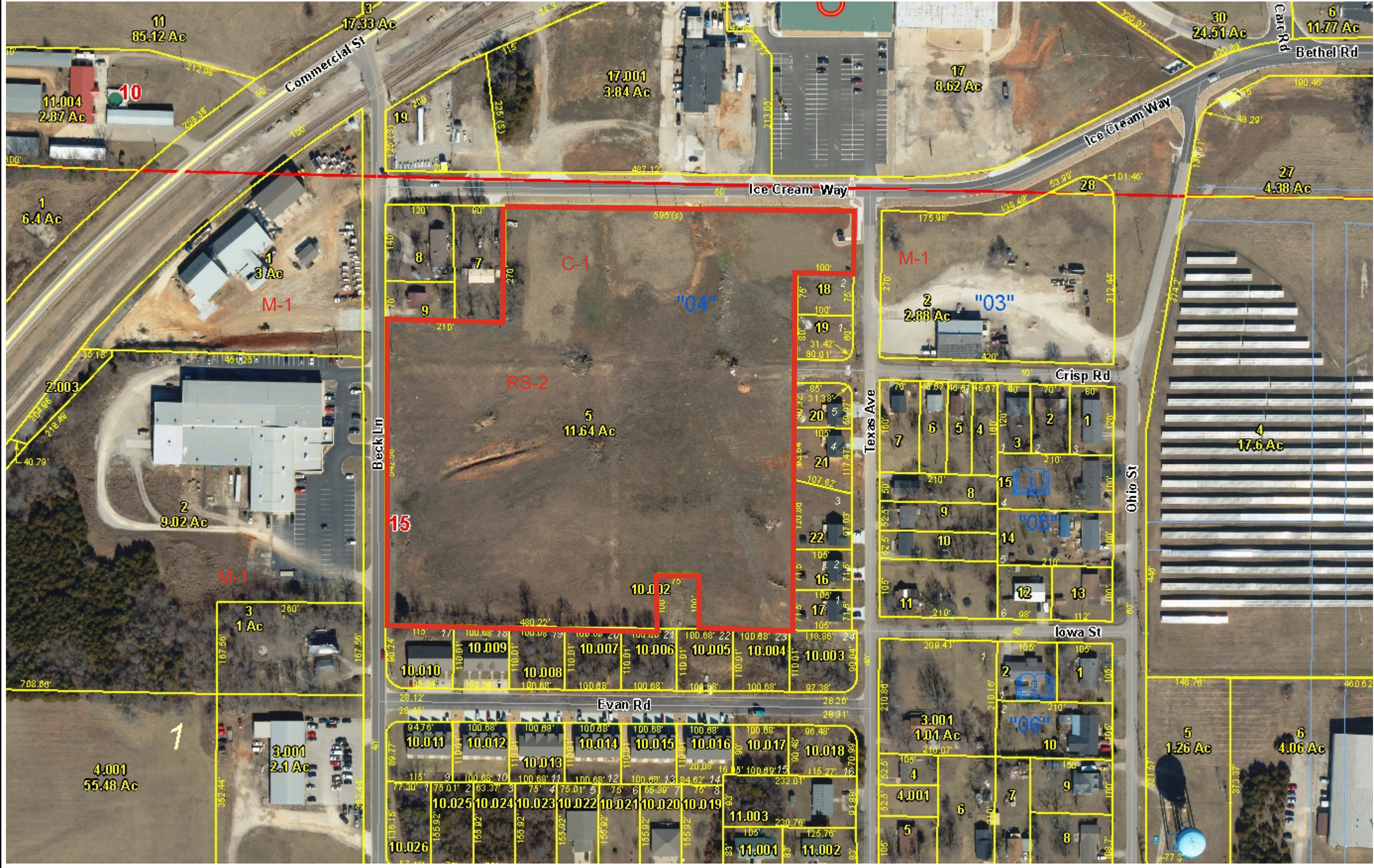
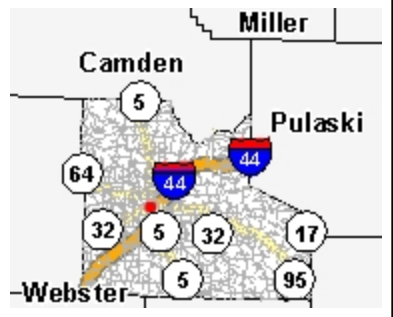
Department: Code Administration

Date: 05/19/2026

ATTACHMENTS:

1. GIS Map- 1200 Blk Ice Cream Way -height Variance
2. ICF BTS_Proposed Elevations_2026-05-06

1200 Blk of Ice Cream Way



- Legend**
- Road
 - Interstate
 - State Highway
 - Street
 - Parcel
 - Lot Line
 - Corporate Limit Line
 - Section
 - County Boundary

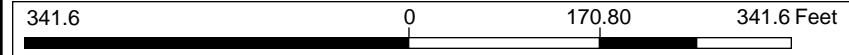
Height Variance Area

1 in. = 171ft.

Notes

Top is zoned C-1 Commercial

Bottom is zoned RS-2 Residential

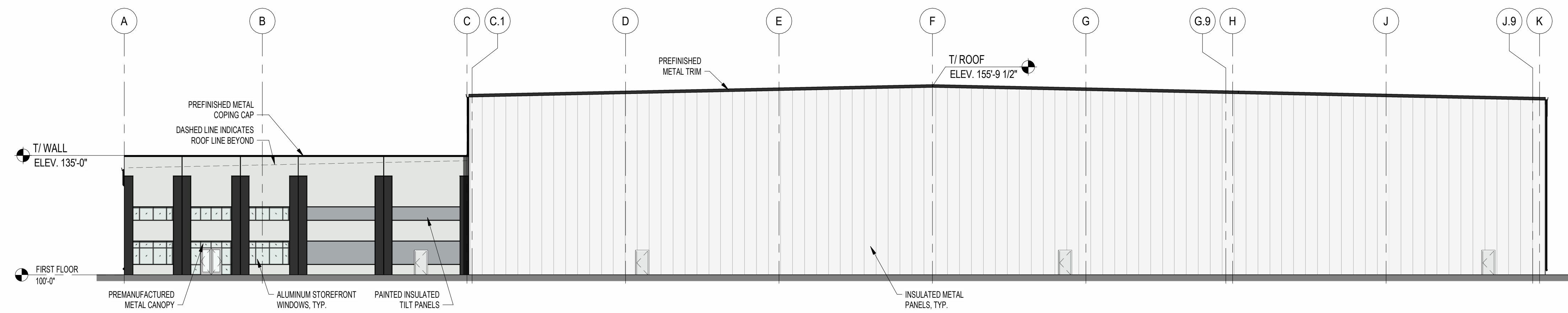


This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

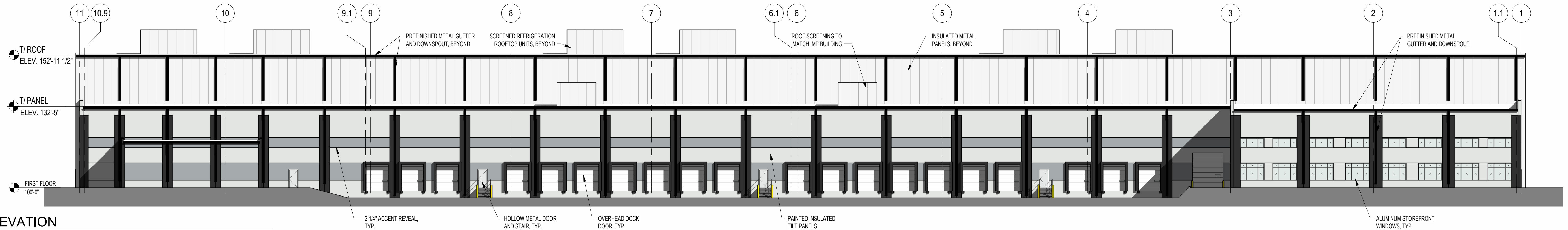
THIS MAP IS NOT TO BE USED FOR NAVIGATION

ICE CREAM FACTORY - NEW FACILITY | LEBANON, MO 65536

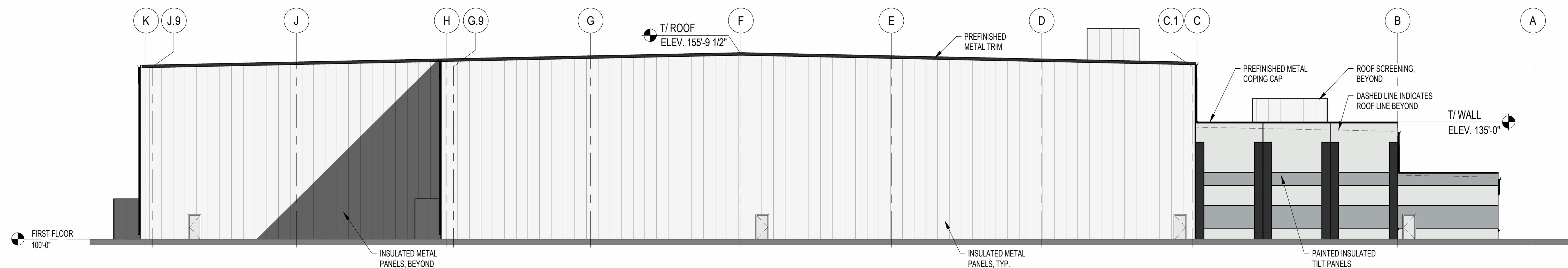
PROJECT NUMBER: GAP2023 | DATE: 05-06-2026



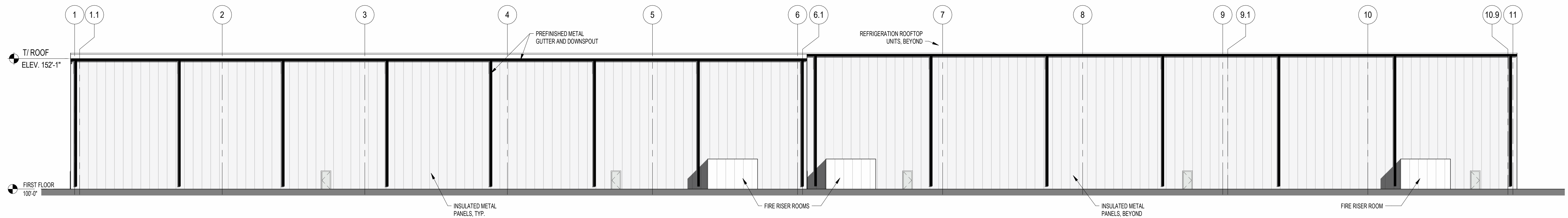
1 WEST ELEVATION
A2 1" = 20'-0"



2 NORTH ELEVATION
A2 1" = 20'-0"



3 EAST ELEVATION
A2 1" = 20'-0"



4 SOUTH ELEVATION
A2 1" = 20'-0"