

CITY OF LEBANON
ZONING AND PLANNING COMMISSION MEETING
THURSDAY, JUNE 12, 2025, 6:00 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. May 8, 2025, Regular Meeting
3. Public Hearing
 - a. Request for a Conditional Use to operate a Short-Term Rental at 1701 Tower Road
 - b. Request for a Final Plat of Tower Property Subdivision (831 Tower Road)
4. Commission Action
 - a. Commission Action on a Request for a Conditional Use to operate a Short-Term Rental at 1701 Tower Road
 - b. Conditional Use Request for a Final Plat of Tower Property Subdivision (831 Tower Road)
5. Election for Chairman and Secretary
6. Commission and Staff Discussion
7. Adjournment

CITY OF LEBANON
ZONING AND PLANNING COMMISSION REGULAR MEETING MINUTES
MAY 8, 2025

BE IT REMEMBERED that the Zoning and Planning Commission of the City of Lebanon, Missouri, met in Regular Session on May 8, 2025 at 6:00 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: Michall Holmes, Chris Meckem, Carrie Plassmeyer, Randy Randolph, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall.
Absent: (1) Travis Townsend.

A quorum was declared.

Staff members and others in attendance: Planning and Zoning Manager Mark Scott, Compliance Specialist Kim Shoemaker, and Deputy City Clerk Melissa Richardson.

APPROVAL OF MINUTES

April 10, 2025, Regular Meeting

Wall moved and Meckem seconded that the Commission approve the minutes as presented. Motion carried as follows: Yea: (8) Holmes, Meckem, Plassmeyer, Randolph, Stokes, Tarwater, Wall, Wheeler. Absent: (1) Townsend.

PUBLIC HEARING

Plassmeyer moved and Tarwater seconded that the Commission move out of Regular Session and into Public Hearing. Motion carried as follows: Yea: Holmes, Meckem, Plassmeyer, Randolph, Stokes, Tarwater, Wall, and Wheeler. (1) Absent, Townsend.

REQUEST FOR A FINAL PLAT OF REPLAT OF LOT 1 AND THE EAST HALF OF LOT 2 IN BLOCK OF HOUGH'S ADDITION

Planning and Zoning Manager Mark Scott stated the property was for a Final Plat of Replat of Lot 1 and the East half of Lot 2 in Block of Hough's Addition

Jeff Stokes, stated there might be a landlock issue concerning Lot 4, which is located behind Lot 1 and the East half of Lot 2 in Block of Hough's Addition

Planning and Zoning Manager Mark Scott said he would look into the concern brought forward.

REQUEST FOR FINAL PLAT OF BOWLMOR LANES-ROUTE 66 SUBDIVISION

Planning and Zoning Manager Mark Scott stated the property was a request for a final plat of

Bowlmor Lanes-Route 66 Subdivision

Wheeler moved and Wall seconded that the Commission move out of Public Hearing and back into Regular Session. Motion as follows: Yea: (8) Michall Holmes, Chris Meckem, Carrie Plassmeyer, Randy Randolph, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall; Nay: (0) None; Abstain: (0) None; Absent: (1) Travis Townsend.

COMMISSION ACTION

Commission Action on a Request for a Final Plat of Replat of Lot 1 and the East Half of Lot 2 in Block of Hough's Addition

Carrie Plassmeyer moved and Chris Meckem seconded that the Commission approve a Request for a Final Plat of Replat of Lot 1 and the East Half of Lot 2 in Block of Hough's Addition. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Carrie Plassmeyer, Randy Randolph, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall; Nay: (0) None; Abstain: (0) None; Absent: (1) Travis Townsend.

Commission Action on a Request for Final Plat of Bowlmor Lanes-Route 66 Subdivision

Shirley Tarwater moved and Randy Wall seconded that the Commission approve a Request for Final Plat of Bowlmor Lanes-Route 66 Subdivision. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Carrie Plassmeyer, Randy Randolph, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall; Nay: (0) None; Abstain: (0) None; Absent: (1) Travis Townsend.

COMMISSION AND STAFF DISCUSSION

None

Adjournment

Chairman Stokes declared the meeting adjourned at 6:05 p.m.

ATTEST:

Secretary

Planning and Zoning Manager Mark Scott

Minutes Approved



To: Zoning and Planning Commission

Proposed for the Meeting Date of: June 12, 2025

Staff Informational Sheet

Topic: Request for a Conditional Use to operate a Short-Term Rental at 1701 Tower Road

CIP Number:

Spent Year To Date:

Budget Amount:

Funding Source:

Subject Matter:

Request a conditional use for a short term rental in a RS-1 district.

Background (problem/explanation):

This is zoned RS-1 residential, a conditional use is required for a short term rental located in a RS-1 district.

Located at 1701 Tower Road, Lebanon, MO

Staff Recommendation:

Planning and zoning sees no issues.

Submitted By: Mark Scott, Planning and Zoning Manager

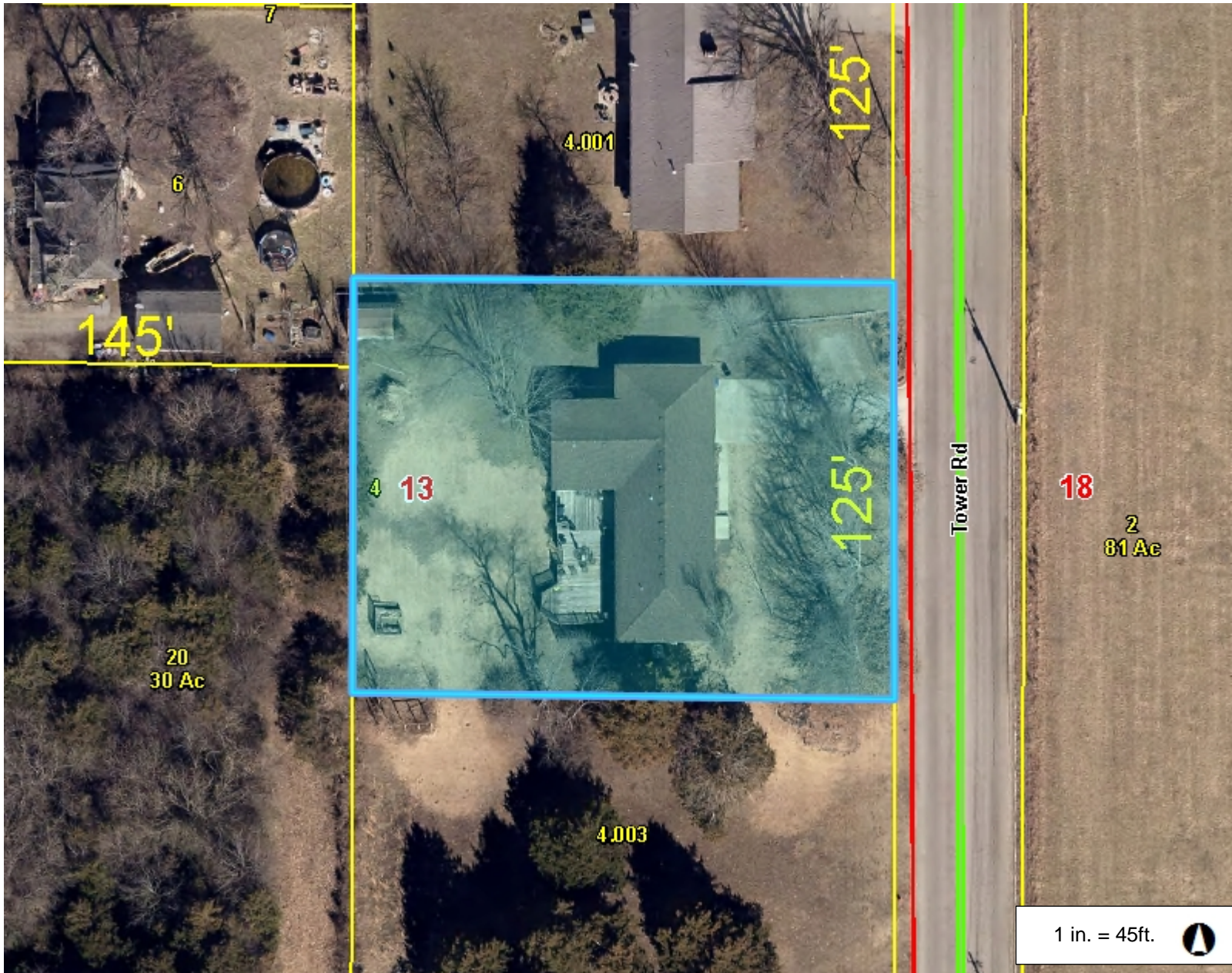
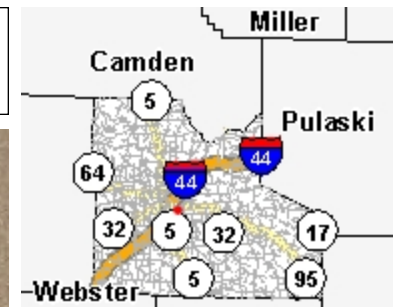
Department: Code Administration

Date:

ATTACHMENTS:

1. 1701 Tower Rd GIS Map Depiction

Laclede County, MO



Legend

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

Notes

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



To: Zoning and Planning Commission

Proposed for the Meeting Date of: June 12, 2025

Staff Informational Sheet

Topic: Request for a Final Plat of Tower Property Subdivision (831 Tower Road)

CIP Number:

Spent Year To Date:

Budget Amount:

Funding Source:

Subject Matter:

Request a plat of Tower Property Subdivision

Background (problem/explanation):

This is zoned M-1 light industrial district Sec.48-42. Property must be properly platted for any new construction. Plat to 2 lots, located at 831 Tower Road, Lebanon, Missouri.

Staff Recommendation:

Planning and Zoning sees no issues.

Submitted By: Mark Scott, Planning and Zoning Manager

Department: Code Administration

Date:

ATTACHMENTS:

1. Tower Property plat
2. 831 Tower Rd GIS map depiction

Tower Property Subdivision

A SUBDIVISION IN THE CITY OF LEBANON
BEING A PART OF THE NORTHEAST QUARTER OF THE NORTHEAST
QUARTER OF THE SOUTHEAST QUARTER OF SECTION 12,
TOWNSHIP 34 NORTH, RANGE 16 WEST
LACLEDE COUNTY, MISSOURI

DEDICATION

Whereas, Tower Property, LLC, a Missouri Limited Company, is the owner of the premises described on this plat, herein called the "Dedicator" and

Whereas, Dedicator desires to subdivide the land as shown on this plat with said subdivision to be named:

"Tower Property Subdivision"

Utility easements as shown on this plat are dedicated to public use as such.

Paul DeVasure _____ Date _____
Managing Member

Lonita DeVasure _____ Date _____
Managing Member

NOTARY CERTIFICATE

State of _____ }
County of _____ } SS.

On this _____ day of _____, 2025, before me personally appeared Paul and Lonita DeVasure of Tower Property, LLC, known to me to be persons who executed the within final plat and acknowledged to me that he/she executed the same for the purposes therein stated.

In testimony whereof, I have hereunto set my hand and affixed my official seal in the county and state aforesaid, the day and year first above written.

Notary Public

My Commission expires:

(Notary Seal)

MAYOR'S CERTIFICATE

I, Jared Carr, Mayor of the City of Lebanon, Missouri, do certify that this plat of:

"Tower Property Subdivision"

was duly submitted to the city council of the City of Lebanon, having been approved by the Planning and Zoning Commission of said city and was approved by the city council at a meeting held on the _____ day of _____, 2025 by ordinance no. _____

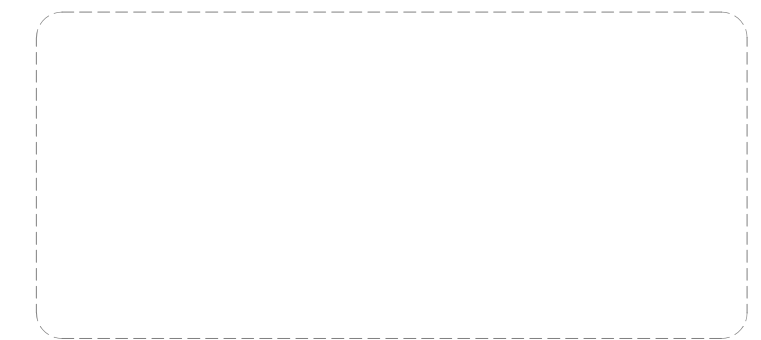
Attest: _____
Jared Carr _____ Lacey Brackett
Mayor, City of Lebanon City Clerk, City of Lebanon

COUNTY & CITY TAX RELEASE

I hereby certify that all property taxes levied by the County of Laclede and the City of Lebanon against the real estate described on this plat have been paid in full for 2024 and all prior years.

Toni Morris _____ Date _____
Collector of Revenue
Laclede County, Missouri

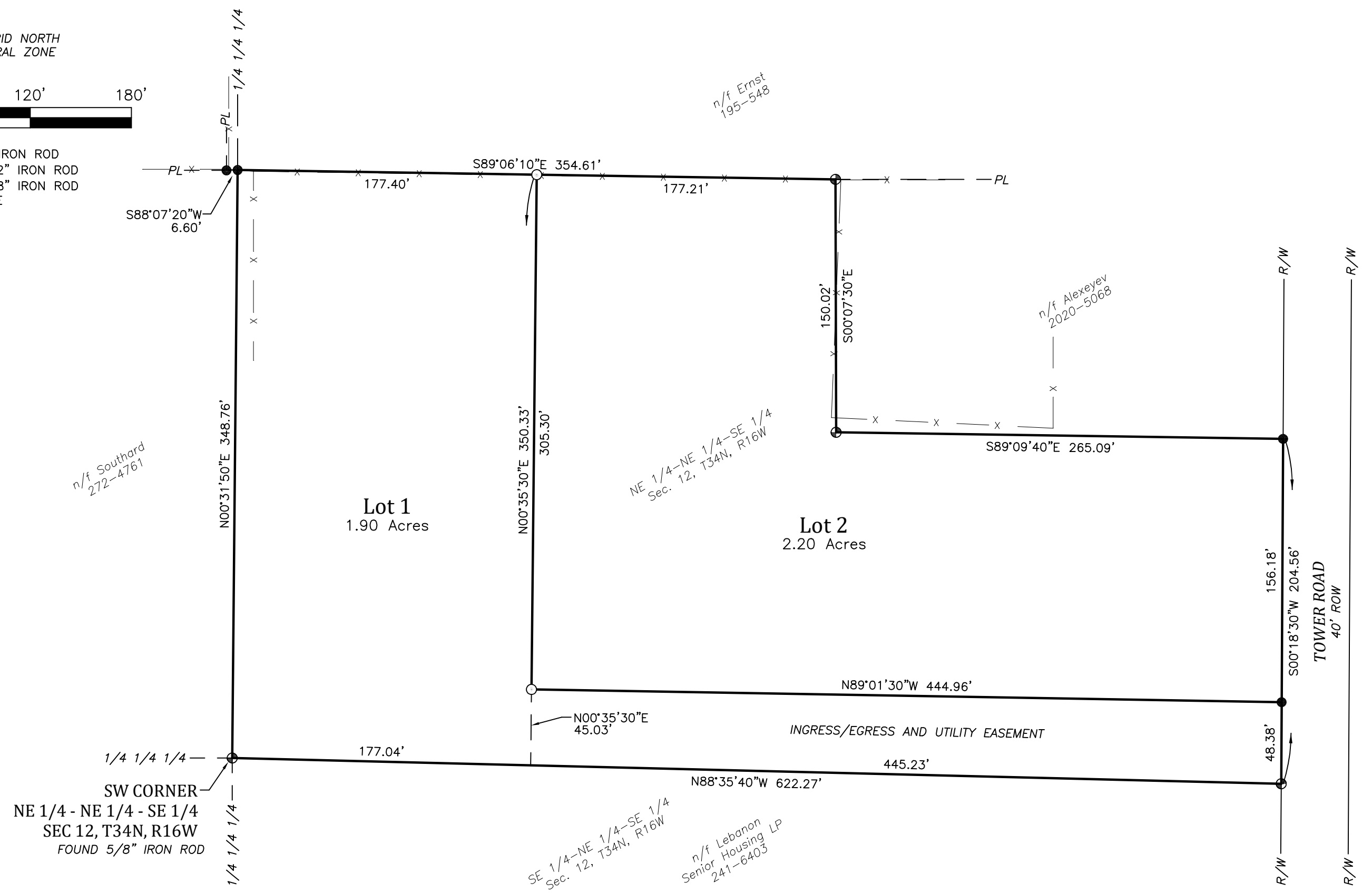
RECORDER'S CERTIFICATE



STATE PLANE GRID NORTH
MISSOURI CENTRAL ZONE



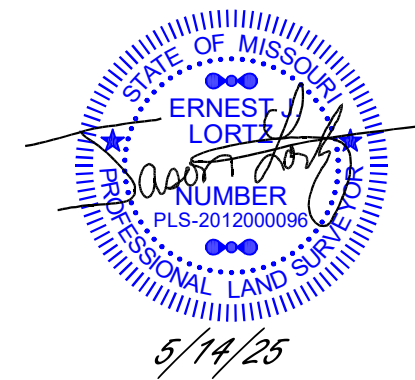
- SET 1/2" IRON ROD
- FOUND 1/2" IRON ROD
- ⊕ FOUND 5/8" IRON ROD
- x — FENCE LINE



INGRESS/EGRESS AND UTILITY EASEMENT. THE INGRESS/EGRESS IS INTENDED TO ACCESS LOT 1 AND NOT TO BE OPENED TO THE PUBLIC.

DESCRIPTION

A fractional part of the Northeast Quarter of the Northeast Quarter of the Southeast Quarter of Section 12, Township 34 North, Range 16 West of the Fifth Principal Meridian, Laclede County, Missouri, described as follows: Beginning at the Southwest corner of the Northeast Quarter of the Northeast Quarter of the Southeast Quarter of said Section 12; thence North 0°31'50" East, 348.76 feet along the West line of said Northeast Quarter of the Northeast Quarter of the Southeast Quarter to the South line of a parcel described in Laclede County Deed Records at Book 195, Page 548; thence South 89°06'10" East, 354.61 feet along said South line to the Northwest corner of a parcel described in Laclede County Deed Records at Book 2020, Page 5068; thence South, 0°07'30" East, 150.02 feet along the West line of said Book 2020, Page 5068 parcel to its Southwest corner; thence South 89°09'40" East, 265.09 feet along the South line of said Book 2020, Page 5068 parcel to the West right of way of Tower Road; thence South 0°18'30" West, 204.56 feet along said West right of way to the South line of the aforesaid Northeast Quarter of the Northeast Quarter of the Southeast Quarter; thence North 88°35'40" West, 622.27 feet along said South line to the Point of Beginning.



SURVEYOR'S DECLARATION

I, Jason Lortz, did perform an original survey of the lots shown hereon at the request of Paul and Lonita DeVasure during the month of May 2025. This survey was completed in accordance with the Current Missouri Minimum Standards for Property Boundary Surveys for Urban Property.

SURVEYOR'S NOTES

1. Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants or any other facts that an accurate and current title search may disclose.
2. Record Title Reference: Tract is the lands described in Book 2025 Page 1194.
3. Only the record documents noted hereon were provided to or discovered by surveyor. No abstract nor other record title documentation was provided to surveyor.
4. There may be structures and improvements located on this tract which are not shown.

LORTZ SURVEYING
P.O. Box 767 • 231 W. Commercial Street Lebanon, Missouri 65536
Phone 417-991-8115 • www.lortzsurveying.com • LS: 2012028494

Survey in the
NE 1/4 - NE 1/4 - SE 1/4
Sec. 12, T34N, R16W
Laclede County, Missouri

Paul and Lonita DeVasure
Laclede County, Missouri

Drawn by SIM	Scale 1" = 60'	Survey No.
Checked by EJL	Date 5/14/2025	L-2526



To: Zoning and Planning Commission

Proposed for the Meeting Date of: June 12, 2025

Staff Informational Sheet

Topic: Commission Action on a Request for a Conditional Use to operate a Short-Term Rental at 1701 Tower Road

CIP Number:

Spent Year To Date:

Budget Amount:

Funding Source:

Subject Matter:

Request a conditional use for a short term rental in a RS-1 district.

Background (problem/explanation):

This is zoned RS-1 residential, a conditional use is required for a short term rental located in a RS-1 district.

Located at 1701 Tower Road, Lebanon, MO

Staff Recommendation:

Planning and zoning sees no issues.

Submitted By: Mark Scott, Planning and Zoning Manager

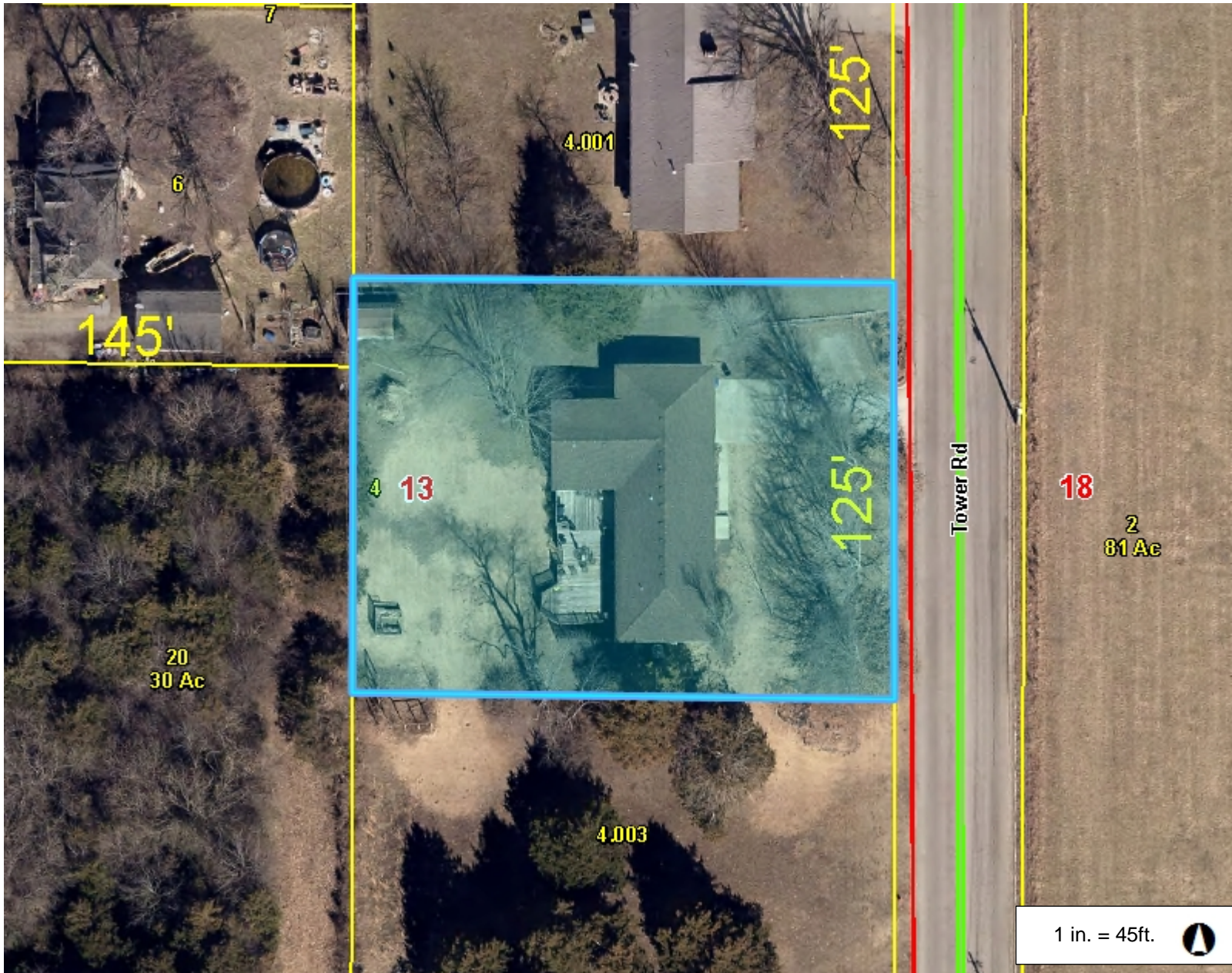
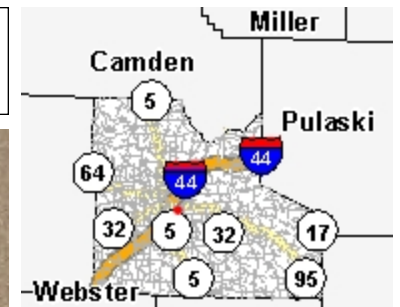
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Legend

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Topic: Conditional Use Request for a Final Plat of Tower Property Subdivision (831 Tower Road)

CIP Number:

Spent Year To Date:

Budget Amount:

Funding Source:

Subject Matter:

Request a plat of Tower Property Subdivision

Background (problem/explanation):

This is zoned M-1 light industrial district Sec.48-42. Property must be properly platted for any new construction. Plat to 2 lots, located at 831 Tower Road, Lebanon, Missouri.

Staff Recommendation:

Planning and Zoning sees no issues.

Submitted By: Mark Scott, Planning and Zoning Manager

Department: Code Administration

Date:

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2. 831 Tower Rd GIS map depiction

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Whereas, Dedicator desires to subdivide the land as shown on this plat with said subdivision to be named:

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Utility easements as shown on this plat are dedicated to public use as such.

Paul DeVasure _____ Date _____
Managing Member

Lonita DeVasure _____ Date _____
Managing Member

NOTARY CERTIFICATE

State of _____ }
County of _____ } SS.

On this _____ day of _____, 2025, before me personally appeared Paul and Lonita DeVasure of Tower Property, LLC, known to me to be persons who executed the within final plat and acknowledged to me that he/she executed the same for the purposes therein stated.

In testimony whereof, I have hereunto set my hand and affixed my official seal in the county and state aforesaid, the day and year first above written.

Notary Public

My Commission expires:

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I, Jared Carr, Mayor of the City of Lebanon, Missouri, do certify that this plat of:

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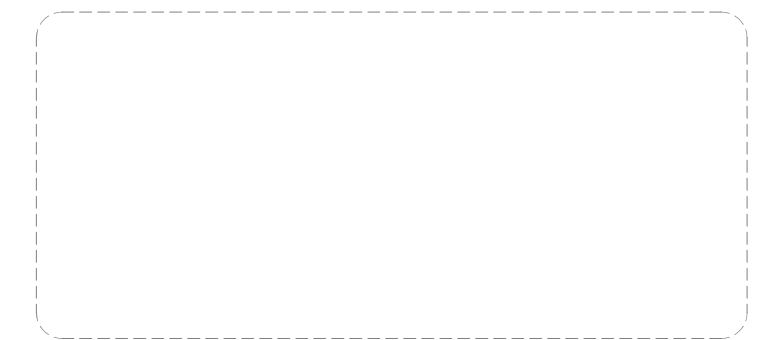
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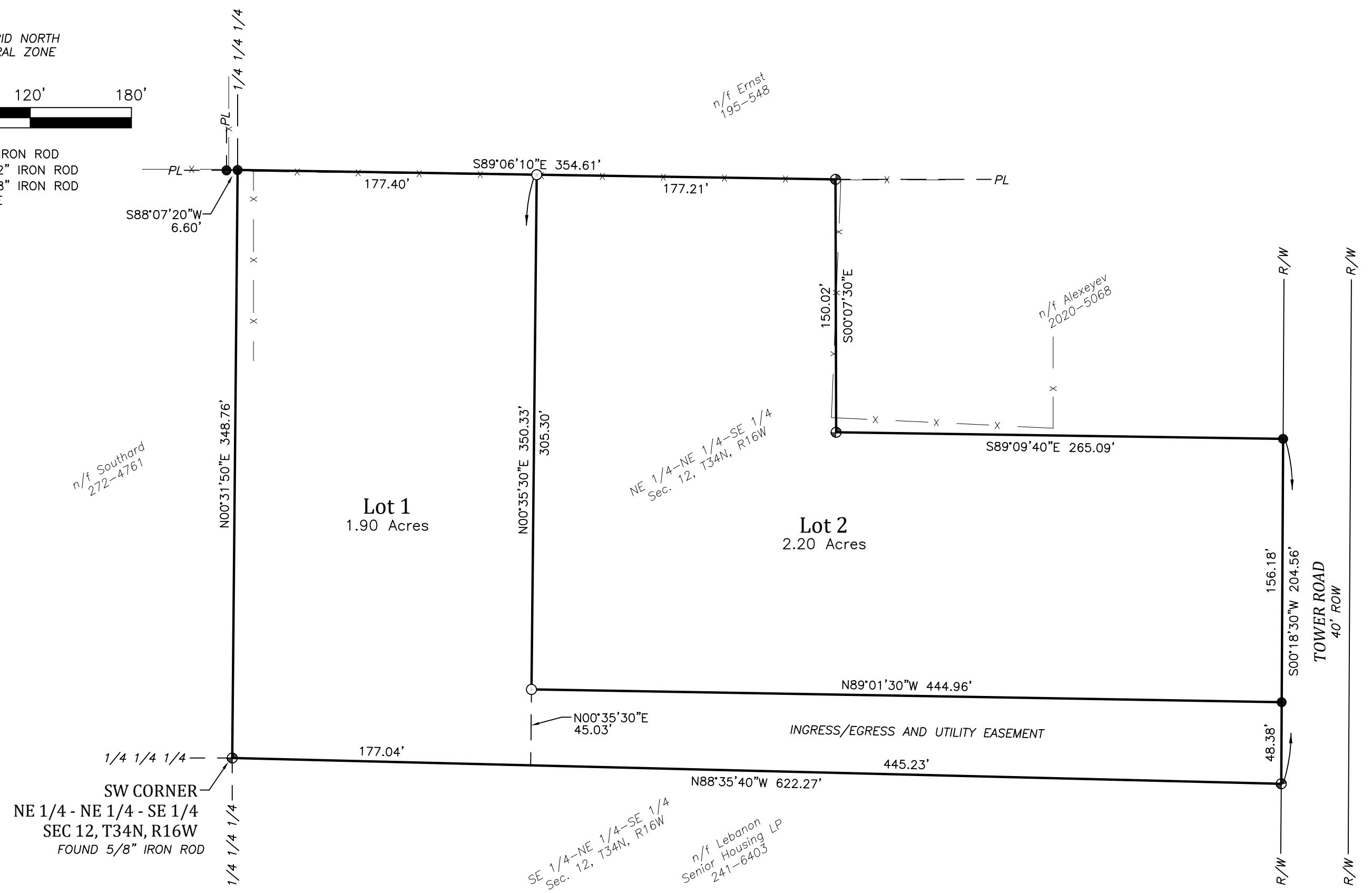
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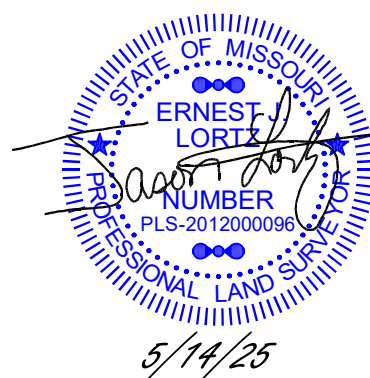
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LORTZ
SURVEYING, LLC

Survey in the
NE 1/4 - NE 1/4 - SE 1/4
Sec. 12, T34N, R16W
Laclede County, Missouri

Paul and Lonita DeVasure
Laclede County, Missouri

Scale 1" = 60'
Date 5/14/2025
Survey No. L-2526

Drawn by SIM
Checked by ELL

