

CITY OF LEBANON
ZONING AND PLANNING COMMISSION REGULAR MEETING MINUTES
JUNE 12, 2025

BE IT REMEMBERED that the Zoning and Planning Commission of the City of Lebanon, Missouri, met in Regular Session on June 12, 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, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich. Absent: Chris Meckem, Randy Randolph, Jeff Stokes.

A quorum was declared.

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

Approval of Minutes

May 8, 2025, Regular Meeting

Joe Berkich moved, and Randy Wall seconded that the Commission approve the minutes as presented. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Randy Randolph, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (3) Chris Meckem, Randy Randolph, Jeff Stokes.

Public Hearing

Joe Berkich moved, and Randy Wall seconded that the Commission move out of Regular Session and into Public Hearing. Motion carried as follows: Yea: (6) Michall Holmes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (3) Chris Meckem, Randy Randolph, Jeff Stokes.

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

Planning and Zoning Manager Mark Scott shared that this was a Conditional Use to operate a Short-Term Rental.

Acting Secretary Shirley Tarwater explained to those at the meeting why they had received a letter and could share any concerns they might have.

Norma Rayfield is concerned about traffic coming in and out of the neighborhood, and if she could be liable if something happens on her property.

Request for a Final Plat of Tower Property Subdivision

Planning and Zoning Manager Mark Scott stated that the property was a Conditional Use Request for a Final Plat of Tower Property Subdivision.

There were no public comments.

Randy Wall moved and Joe Berkich seconded that the Commission move out of Public Hearing and back into Regular Session. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Randy Randolph, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (3) Chris Meckem, Randy Randolph, Jeff Stokes.

Commission Action

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

Randy Wall moved and David Wheeler seconded that the Commission approve a Request for a Conditional Use to operate a Short-Term Rental at 1701 Tower Road. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Randy Randolph, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (3) Chris Meckem, Randy Randolph, Jeff Stokes.

Commission Action for a Final Plat of Tower Property Subdivision.

Randy Wall moved and Joe Berkich seconded that the Commission approve a Request for a Final Plat of Tower Property Subdivision (831 Tower Road). Motion Failed as follows: Yea: (0) None; Nay: (8) Michall Holmes, Chris Meckem, Randy Randolph, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Abstain: (0) None; Absent: (3) Chris Meckem, Randy Randolph, Jeff Stokes.

Election for Chairman and Secretary

Chairman

Commission Member Shirley Tarwater nominated Jeff Stokes for Chairman. Randy Wall moved to cease nominations. No other nominations were received; therefore, Jeff Stokes was elected Chairman by acclamation.

Secretary

Commission Member Joe Berkich nominated Shirley Tarwater for Secretary. Travis Townsend moved to cease nominations. No other nominations were received; therefore, Shirley Tarwater was elected Secretary by acclamation.

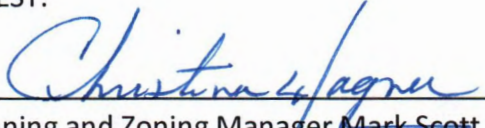
Commission and Staff Discussion

Planning and Zoning Manager Mark Scott stated the next meeting is July 17, 2025.

Adjournment

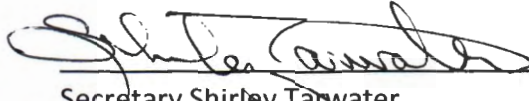
Acting Chairwoman Tarwater declared the meeting adjourned at 6:27 p.m.

ATTEST:



Planning and Zoning Manager Mark Scott

Christina Wagner



Secretary Shirley Tarwater

July 17, 2025

Minutes Approved