

CITY OF LEBANON  
ZONING AND PLANNING COMMISSION REGULAR MEETING MINUTES  
OCTOBER 9, 2025

BE IT REMEMBERED that the Zoning and Planning Commission of the City of Lebanon, Missouri, met in Regular Session on October 9, 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, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich. Absent: Randy Randolph.

A quorum was declared.

Staff members and others in attendance: Code Administrator Christina Wagner, Planning and Zoning Manager Mark Scott, City Administrator Troy Schulte, and Deputy City Clerk Melissa Richardson.

Approval of Minutes

September 11, 2025, Meeting Minutes

Shirley Tarwater moved and Randy Wall seconded that the Commission approve the minutes as presented. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

Public Hearing

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

Request a Preliminary Plat of Tower Property Subdivision located at 831 Tower Road.

Planning and Zoning Manager Mark Scott shared that this was a request for Tower Property Subdivision from Lebanon acreage from one lot to two lots.

Request a Plat Preliminary Resubdivision of Lots 1,2, and 3 of Block 2 Clough's 1st Addition.

Planning and Zoning Manager Mark Scott presented the preliminary resubdivision of Lots 1, 2, and 3 in Block Two of Clough's First Addition. After discussion, it was confirmed that the easements had been properly identified.

Request Conditional Use for Short-Term Rental in an RS-2 District, Located at 253 Donalee Avenue.

Planning and Zoning Manager Mark Scott explained that this was a request regarding a short-term rental property. He noted that the Lebanon R-3 property encroached on the 1,000-foot

vicinity map and fell within the parking lot area. The property owner, Thomas Quinn, stated that he did not believe there were codified rules addressing this matter and indicated that he was seeking longer-stay clients, such as companies sending temporary workers to the area. Board Member Michael Holmes asked whether owner, Thomas Quinn, planned to implement a vetting process beyond the standard checks conducted by short-term rental companies.

Request a Plat of Brackett Subdivision located at 304 Bluebird Lane.

Planning and Zoning Manager Mark Scott explained that this was two parcels, and the owner was changing the property line to suit his needs. RS-1 setbacks were maintained and property had to be properly platted from two lots into one lot.

Request a Plat of Donnelly's Addition No. 3 located at 808-826 N Adams Ave.

Chairman Jeff Stokes spoke on this matter, as he serves on the Cemetery Board. The Lebanon Cemetery owns property on either side of the plats and is interested in purchasing two lots from the landowners for cemetery use. The family raised concerns about the surveying markers on the property, and after discussion, it was determined that the survey/plat had not been conducted properly. As a result, the matter was postponed.

Request a Rezone of Donnelly's Addition No. 3 Lots 2, 4, 6, and 8 from RS-2 to RU-2.

Planning and Zoning Manager Mark Scott stated the Request for a Rezone of Donnelly's Addition No. 3, Lots 2, 4, 6 and 8 from RS-2 to RU-2, is now contingent on whether the Request for a Plat of Donnelly's Addition No. 3 located at 808-826 N Adams Ave is platted properly.

Request a Plat of Lebanon acreage from one lot to 2 lots located at the 700 block of Mountrose Street.

Planning and Zoning Manager Mark Scott explained that this plat divides one lot into two on Lebanon property in the 700 block of Mountrose Street. Citizen John Andrews asked whether the City plans to widen streets in the area, given the proposed park development. City Administrator Troy Schulte confirmed that the roads will be widened and utilities relocated as needed. He also stated that 10 acres on the western side will be dedicated to park development, while the eastern portion will be used for stormwater retention and ponding, with construction planned to begin this fall.

Request a Plat of St Louis Apple located at 1055 St Louis St.

Planning and Zoning Manager Mark Scott stated that the property needs to be properly platted. Board Member Joe Berkich suggested that the plat be labeled as a "replat," noting that without this designation, it could be difficult to locate at the recorder's office. The original legal description of the property is: "Original Lebanon, Block 4, Lot 5 & 25' of Lot 4, 74' x 101.97' (1055 St. Louis)."

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, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

Commission Action

Request a Preliminary Plat of Tower Property Subdivision located at 831 Tower Road.

Randy Wall moved and David Wheeler seconded that the Commission approve a Request for a Plat of Tower Property Subdivision located at 831 Tower Road. Motion carried as follows: Yea: (6) Michall Holmes, Chris Meckem, Jeff Stokes, David Wheeler, Randy Wall, Travis Townsend; Nay: (2) Shirley Tarwater, Joe Berkich; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Plat Preliminary Resubdivision of Lots 1,2, and 3 of Block 2 Clough's 1st Addition.

Joe Berkich moved and Chris Meckem seconded that the Commission approve a Request for a Plat Preliminary Resubdivision of Lots 1,2, and 3 of Block 2 Cloughs 1st Addition. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Conditional Use for a Short-Term Rental in an RS-2 District, Located at 253 Donalee Avenue

Randy Wall moved and Travis Townsend seconded that the Commission approve a Request for a short-term rental in an RS-2 District, Located at 253 Donalee Avenue. Motion carried as follows: Yea: (6) Chris Meckem, Jeff Stokes, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (2) Michall Holmes, Shirley Tarwater; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Plat of Brackett Subdivision located at 304 Bluebird Lane.

Shirley Tarwater moved and Travis Townsend seconded that the Commission approve a Request for a Plat of Brackett Subdivision located at 304 Bluebird Lane. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Plat of Donnelly's Addition No. 3 located at 808-826 N Adams Ave.

Randy Wall moved and Joe Berkich seconded that the Commission approve a Request for a Plat of Donnelly's Addition No. 3 located at 808-826 N. Adams Ave. Motion Failed as follows: Yea: (0) None; Nay: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Rezone of Donnelly's Addition No. 3 Lots 2, 4, 6, and 8 from RS-2 to RU-2.

Joe Berkich moved and Shirley Tarwater seconded that the Commission approve a Request for a Rezone of Donnelly's Addition No. 3 Lots 2, 4, 6, and 8 From RS-2 to RU-2 contingent on the plat of Donnelly's Addition being correctly amended to reflect the proper property lines. Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Plat of Lebanon acreage from one lot to 2 lots located at the 700 block of Mountrose Street.

Shirley Tarwater moved and Travis Townsend seconded that the Commission approve a Plat

Request of Lebanon acreage from one lot to two located at the 700 block of Mountrose.  
Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

Request a Plat of St Louis Apple located at 1055 St Louis St.

Shirley Tarwater moved and Randy Wall seconded that the Commission approve a Request for a Request to Plat located at 1055 St. Louis St to amend it as a "replat" of the original legal name, which is as stated " Original Lebanon, Block 4, Lot 5 & 25' of Lot 4, 74' x 101.97 (1055 St. Louis)." Motion carried as follows: Yea: (8) Michall Holmes, Chris Meckem, Jeff Stokes, Shirley Tarwater, David Wheeler, Randy Wall, Travis Townsend, Joe Berkich; Nay: (0) None; Abstain: (0) None; Absent: (1) Randy Randolph.

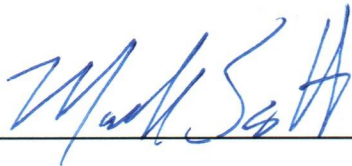
Commission and Staff Discussion

None.

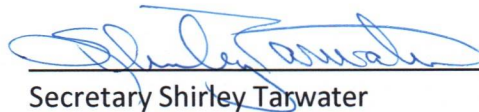
Adjournment

Chairman Stokes declared the meeting adjourned at 6:37 p.m.

ATTEST:



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Planning and Zoning Manager Mark Scott



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Secretary Shirley Tarwater

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November 13, 2025

Minutes Approved