



CITY OF JACKSON
ZONING BOARD OF ADJUSTMENT MEETING AGENDA

Thursday, May 22, 2025 at 5:30 PM

City Hall, 101 Court Street, Jackson, Missouri

Regular Members

Jason Liley
Kenneth White
Wade Bartels
Brent Wills

Kevin Schaper, Chairman

Larry Miller, Staff Liaison

Alternate Members

Lynette Moore
Vacant Position
Vacant Position

CALL TO ORDER

1. Oath of Office
2. Election of Chair and Vice Chair for the 2025-2026 year.

ROLL CALL

APPROVAL OF MINUTES

3. Approval of the March 27, 2025 minutes.

PUBLIC HEARINGS AND ACTION ITEMS

4. Request for a variance from the minimum off-street parking requirements for a medical clinic at 2432 E Main Street to allow 48 parking spaces where 81 are required, as submitted by Verity Properties, LLC.

ADMINISTRATIVE CASES

OTHER ITEMS

ADJOURNMENT

This agenda was posted at City Hall on May 16, 2025, at 12:00 PM.

JOURNAL OF THE BOARD OF ADJUSTMENT
CITY OF JACKSON
MARCH 27, 2025, 5:30 PM
JACKSON CITY HALL

Chairman Kevin Schaper, Jason Liley, Brent Wills, Ken White, and Wade Bartels were commissioners present. City staff member Larry Miller, Building and Planning Manager, was present. There were no citizens present.

Chairman Kevin Schaper called the meeting to order, explained the board's procedure, and called roll.

APPROVAL OF MINUTES

Approval of the minutes from the)
February 27, 2025, regular meeting)

The minutes of the previous meeting were unanimously approved on a motion by Commissioner Brent Wills, seconded by Commissioner Wade Bartels.

VARIANCE HEARINGS & NEW ACTION ITEMS

Consider a variance request to exceed the)
restriction limiting the number of access)
drives on a single street-facing side of a lot)
by allowing five parking spaces with direct)
access from the street at 614 E Adams)
Street, submitted by the)
Reorganized School District R-II of)
Jackson Missouri.)

Mr. Miller reported the dates of application and notifications for this hearing and briefly described the variance that Jackson R-II requested. He explained that the school wants to add five parking spaces directly off E. Adams Street. He showed the commission on the Board Chamber TV's where this property was located and where the extra parking spaces were going. Mr. Miller said the school's representative could not make the meeting.

Chairman Kevin Schaper asked the Board If they had any questions for Mr. Larry Miller. Seeing none and since no one from the public was in attendance, Chairman Kevin Schaper closed the hearing.

Commissioner Brent Wills motioned to approve the request for a variance, and Commissioner Ken White seconded the motion, which was unanimously approved.

A vote was called, and the variance was approved.

Vote: 5 aye, 0 nays, 0 abstentions, 0 absent

ADMINISTRATIVE ITEMS

None

OTHER ITEMS

None

ADJOURNMENT

Motion to adjourn)

Finding no further business, the meeting adjourned on a motion by Commissioner Wade Bartels, seconded by Commissioner Jason Liley, and unanimously approved.

A vote was called, and the variance was approved.

Vote: 5 aye, 0 nays, 0 abstentions, 0 absent

Respectfully submitted,

Kevin Schaper
Chairman

Attested by:

Larry Miller
Building & Planning Inspector



VARIANCE REQUEST APPLICATION

City of Jackson, Missouri

APPLICATION DATE: April 17, 2025

PROPERTY ADDRESS (Other description of location if not addressed):

2432 E. Main Street, Jackson, MO 63755

CURRENT PROPERTY OWNERS (all legal property owners as listed on current deed, including trusts, LLCs, etc):

Property Owner Name(s): Verity Properties LLC

Mailing Address: P.O. Box 568

City, State ZIP: Jackson, MO 63755

PROPOSED PROPERTY OWNERS (if property is to be transferred, name(s) in which property will be deeded):

Proposed Property Owner(s): _____

Mailing Address: _____

City, State, ZIP: _____

CONTACT PERSON HANDLING APPLICATION:

Contact Name: Megan Eli

Mailing Address: 315 Park Central East

City, State ZIP: Springfield, MO 65806

Contact's Phone: (417) 861-2761

Email Address (if used): elim@bufstudio.co

CURRENT ZONING: (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> R-1 (Single-Family Residential) | <input checked="" type="checkbox"/> C-1 (Local Commercial) |
| <input type="checkbox"/> R-2 (Single-Family Residential) | <input type="checkbox"/> C-2 (General Commercial) |
| <input type="checkbox"/> R-3 (One- And Two-Family Residential) | <input type="checkbox"/> C-3 (Central Business) |
| <input type="checkbox"/> R-4 (General Residential) | <input type="checkbox"/> C-4 (Planned Commercial) |
| <input type="checkbox"/> MH-1 (Mobile Home Park) | |
| <input type="checkbox"/> O-1 (Professional Office) | <input type="checkbox"/> I-1 (Light Industrial) |
| <input type="checkbox"/> CO-1 (Enhanced Commercial Overlay) | <input type="checkbox"/> I-2 (Heavy Industrial) |
| | <input type="checkbox"/> I-3 (Planned Industrial Park) |

CURRENT USE OF PROPERTY: Business

PROPOSED USE OF PROPERTY: Business

LEGAL DESCRIPTION OF TRACT (attach a copy of the most current property deed):
LOT 1 GREEN MEADOWS COMMERCIAL PARK NO 6 24/75

REASON FOR REQUEST: State the reason(s) why you believe the requested variance is necessary and compliance with the zoning code creates an undue hardship that denies all beneficial use of the property. Undue hardship must be related to condition of the property, not a condition of the owner or to a financial consideration. Attach additional page(s) as needed.

The existing parking lot has 48 spaces. Per the City's Zoning Code, the medical clinic function requires 81 spaces based on the more stringent calculation method, which accounts for both the new infill area and the existing clinic. An alternative calculation also present in the code—4 spaces per 1,000 SF of building area—would only require 47 spaces. Since the code mandates using the higher requirement (81 spaces), but the site cannot accommodate any additional parking, we are requesting a variance to allow the use of the less stringent 47-space requirement.

DRAWINGS: Attach a scaled plat of the tract(s) showing the entire lot, the location and size of all buildings / structures on the lot. If any buildings are to be less than the standard minimum setbacks, include these distances on the drawing. Any approved special use permit will be based on this building layout. Changes to the layout will require a new special use permit.

SURROUNDING PROPERTY OWNERS: A map of the property location and a map and list of all owners of property within 185' of the property in question will be incorporated as part of this application by the City. The 185' distance is exclusive of rights-of-way. The City will prepare this map based on the most current tax information published by the Cape Girardeau County Assessor.

PRIOR VARIANCE HISTORY:

Have there been any prior applications for Board of Adjustment action for this property? If so, please include the date of

previous application. YES ☐ NO ☒ Date: _____

Prior Variance Approved? YES ☐ NO ☐

Description of prior variance request: _____

SITE PLAN:

Attach a site plan of the property in question. The site plan does not need to be prepared by a surveyor, but must be adequate to clearly show the following information. This site plan must include the proposed construction, all existing structures on the property, all streets, alleys, easements, property lines, etc. Please include dimensions (measurements) of all structures and measurements from the structure in question to other structures and to all property lines. For a height variance, also include the proposed height from the lowest adjacent grade and highest adjacent grade. Show the location of all unusual physical features of the property that pertain to the problem. Measurements for the distance, setback, height, or size to be varied must be accurate. Construction cannot exceed the varied distance, size, or height approved by the Board of Adjustment. *ATTACHED TO THE END OF THIS DOCUMENT*

PHOTOS:

Include photos of the property if they help explain the problem and/or reason for the need for a variance.

PERMISSION TO VISIT PROPERTY:

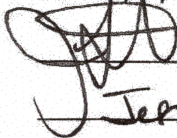
The owner hereby gives permission for members of the Board of Adjustment and/or city staff to enter within the boundaries of the real estate listed herein to examine the location(s) and property conditions involved in the proposed variance.

Yes ☒

No ☐

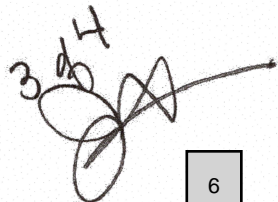
OWNER SIGNATURES:

I state upon my oath that all of the information contained in this application is true. (Signatures of all persons listed on the current property deed and the authorized signer(s) for any owning corporation or trust.)

 LLC Manager for Verity Properties LLC
Jennifer L. Horn

Please submit this application along with \$50.00 non-refundable application fee to:

Building & Planning Manager
City of Jackson
101 Court Street
Jackson, MO 63755
573-243-2300 ext.29 (ph)
573-243-3322 (fax)
permits@jacksonmo.org

3 d 4


April 22, 2025

To the City of Jackson, MO Board of Adjustment Members:

We are requesting a variance to the parking requirements outlined in the City's Zoning Code as it pertains to the existing clinic and proposed infill space located within the same building. The site currently provides 48 parking spaces, which has historically been sufficient to accommodate both the existing clinic and its adjacent tenants without issue.

Per the City's Zoning Code, medical and dental clinics are subject to the following parking calculation:

- One (1) space per practicing doctor (4 doctors = 4 spaces)
- Plus one (1) space per two (2) regular employees (18 employees = 9 spaces)
- Plus either four (4) spaces per 1,000 square feet of floor area (8,400 SF = 34 spaces) *or* four (4) spaces per examination room (17 exams = 68 spaces) - whichever yields the greater requirement

Using the more stringent method of four (4) spaces per exam room, the total number of required spaces for the combined clinic and infill space is 81. In contrast, applying the alternative calculation of four (4) spaces per 1,000 square feet would result in a requirement of only 47 spaces.

Given that the current site cannot physically accommodate more than the 48 existing spaces, we respectfully request a variance to allow use of the less restrictive standard—four (4) spaces per 1,000 square feet—resulting in a required total of 47 spaces.

Rationale for Variance Request:

- **Site Constraints:** The lot size and configuration prohibit the addition of any new parking spaces.
- **Historical Sufficiency:** The current 48-space lot has consistently met the parking demand of both the existing clinic and multiple former tenants of the infill suite.
- **Overly Conservative Requirement:** The requirement of four (4) spaces per exam room does not reflect practical usage. Exam rooms are typically occupied by no more than three individuals at a time, and it is uncommon for each person to arrive in a separate vehicle. Visitors often arrive with a companion, sharing a single vehicle and therefore a single parking space.
- **Redundant Calculations:** Staff and physician parking needs are already addressed separately in the code's baseline requirements. As such, allocating additional spaces per exam room for them is duplicative. A more accurate estimate would be one (1) space per exam room, which would cover the patient and any visitors they bring with them. This approach would yield a requirement of only 30 spaces; well below even the 47 spaces we are requesting approval for.

For these reasons, we believe that the request to apply the less stringent calculation method is both reasonable and appropriate for the operational demands of this facility.

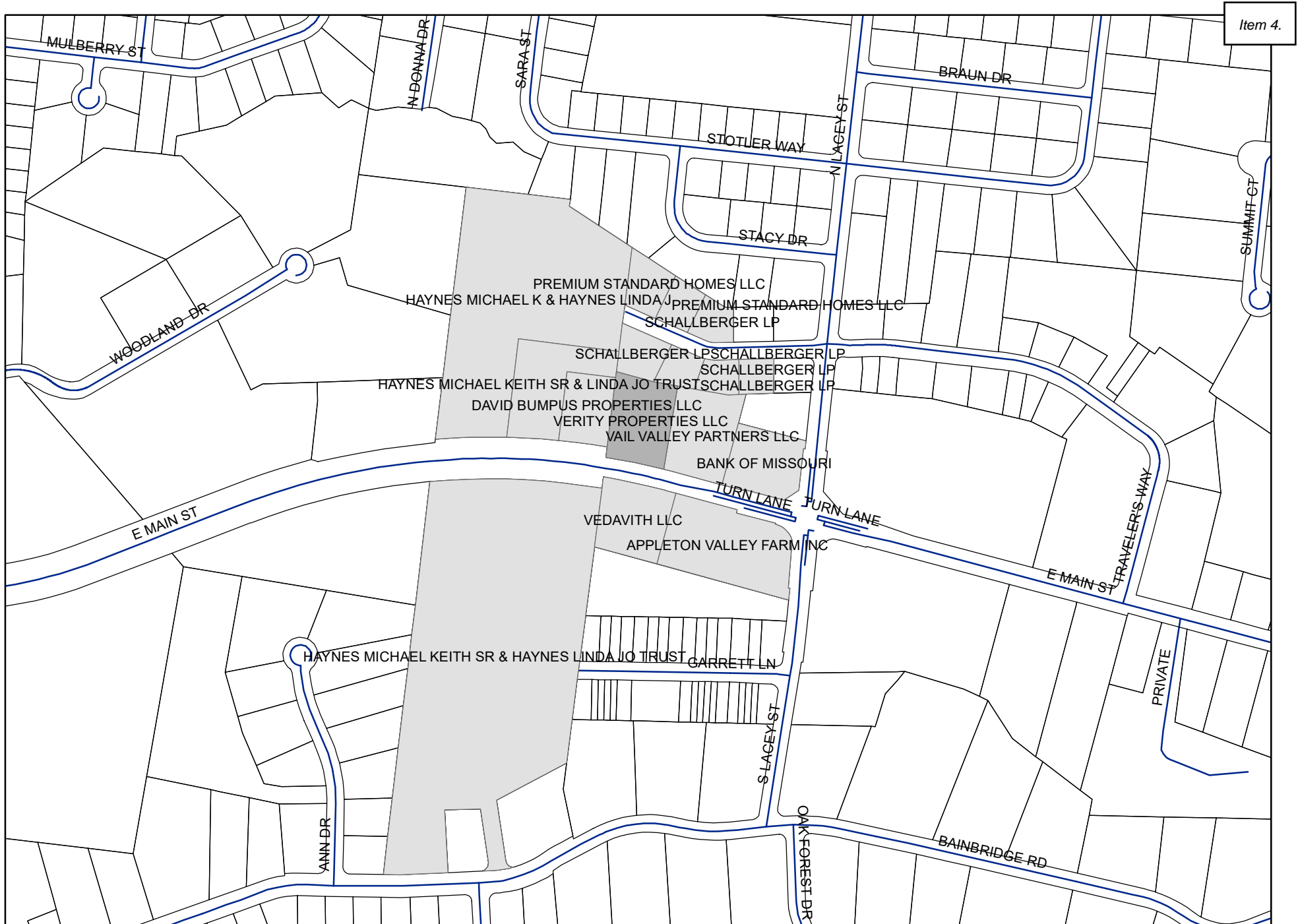
Respectfully submitted,



Megan Eli, Project Architect, BUF Studio



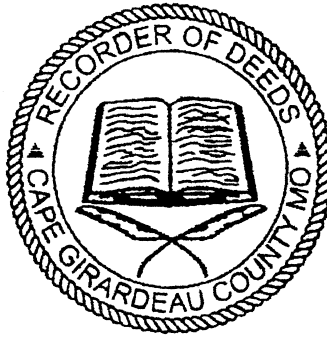




Item 4.

185' Map

eRecorded
DOCUMENT #
2024-10371



ANDREW DAVID BLATTNER
RECORDER OF DEEDS
CAPE GIRARDEAU COUNTY, MO
eRECORDED ON
12/31/2024 11:43:28 AM
REC FEE: 27.00
PAGES: 2

WARRANTY DEED

This Warranty Deed made and entered into this 26 day of December, 2024, by and between **Green Meadows Partners, LLC, a Missouri Limited Liability Company**, hereinafter referred to as **GRANTOR**, and **VERITY PROPERTIES LLC, a Missouri Limited Liability Company**, of the County of Cape Girardeau, State of Missouri, hereinafter referred to as **GRANTEE**. The mailing address of the Grantee is:

PO Box 568, Jackson, MO 63755

WITNESSETH: The Grantor, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable consideration paid to the Grantor, the receipt of which is hereby acknowledged, does by these presents Grant, Bargain, and Sell, Convey and Confirm unto the Grantee the following described lots, tracts or parcels of land lying, being and situated in the County of Cape Girardeau and State of Missouri, to-wit:

All of Lot No. 1 of Green Meadows Commercial Park No. 6, a subdivision in the City of Jackson, County of Cape Girardeau, Missouri, as shown by plat filed for record in Plat Book 24 at Page 75 in the land records of Cape Girardeau County, Missouri.

SUBJECT TO the Green Meadows Commercial Park Protective Covenants and Design Standards recorded in Book 1025 at Page 521 in the land records of Cape Girardeau County, Missouri.

ALSO SUBJECT TO the "Limited Supplement of Green Meadows Commercial Park Protective Covenants and Design Standards" recorded on May 21, 2008 in Document No. 2008-06401 in the land records of Cape Girardeau County, Missouri.

TO HAVE AND TO HOLD the premises aforesaid, with all and singular the rights, privileges, appurtenances and immunities thereto belonging or in anywise appertaining, unto the said Grantee and unto its successors and assigns **FOREVER**, the said Grantor hereby covenanting that it is lawfully seized of an indefeasible estate in fee in the premises herein conveyed; that it has good right to convey the same; that the said premises are free and clear of any encumbrances done or suffered by it or those under whom it claimed title; and that it will warrant and defend the title to said premises unto the said Grantee, and unto its successors and assigns forever, against the lawful claims and demands of all persons.

IN WITNESS WHEREOF, the said Grantor has hereunto set its hand the day and year first above written.

GRANTOR:

Green Meadows Partners, LLC, a Missouri
Limited Liability Company

BY: *Donald E. Harris*
Donald E. Harris, General Manager

STATE OF Florida)
) ss.
COUNTY OF Walton)

On this 26th day of December, 2024, before me personally appeared **Donald E. Harris, General Manager of Green Meadows Partners, LLC, a Missouri Limited Liability Company**, to me known to be the person described in and who executed the within Warranty Deed in behalf of said limited liability company and acknowledged to me that he executed the same for the purposes therein stated.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year first above written.



MICHAEL STUART ARNHOLTZ
Commission # HH 572449
Expires July 17, 2028

M. C.
Notary Public
My commission expires:

2412072