



CITY OF WILLARD

PLANNING AND ZONING REGULAR MEETING

July 07, 2026 at 6:00 PM

Willard City Hall, 224 W. Jackson St., Willard, MO

AGENDA

Update Posted on June 25, 2026 at 4:30 p.m.

The tentative agenda of this meeting includes:

PLEDGE OF ALLEGIANCE

CALL THE MEETING TO ORDER

- 1. ROLL CALL**
- 2. AGENDA AMENDMENTS/APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES**
- 4. CITIZEN INPUT**
- 5. PUBLIC HEARING**
 - A. PLAT AMMENDMENT FOR BRAYFIELD ESTATES**
 - B. 504 & 506 HIGHWAY AB REZONING FROM R-3 TO MU**
 - C. MCDONALDS WILLARD SUBDIVISION**
- 6. DISCUSSION**
 - A. PLAT AMMENDMENT FOR BRAYFIELD ESTATES**
 - B. REZONE OF PROPERTIES LOCATED AT 504 & 506 S HWY AB**
 - C. MCDONALD'S WILLARD SUBDIVISION**
- 7. NEW BUSINESS**
- 8. UNFINISHED BUSINESS**
- 9. ADJOURN MEETING**

If you have special needs which require accommodation, please notify personnel at the City Hall. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at 417-742-5302.

Courtney Myers, City Clerk



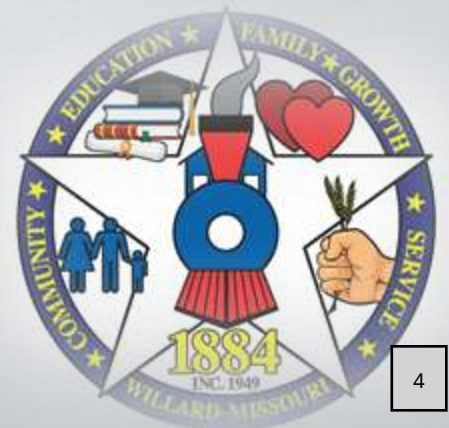
Planning and Zoning Meeting

PLAT AMMENDMENT FOR BRAYFIELD ESTATES

A PLATT AMMENDMENT FOR BRAYFIELD ESTATES LOCATED AT 504 & 506 SOUTH AB IN WILLARD MO



**AN ORDINANCE TO GRANT THE
APPLICATION TO APPROVE A PLAT
AMMENDMENT AT THE PROPERTIES
LOCATED AT 504 & 506 S STATE HIGHWAY
AB IN WILLARD, MISSOURI.**



LEGAL REQUIREMENTS PURSUANT TO §71.012

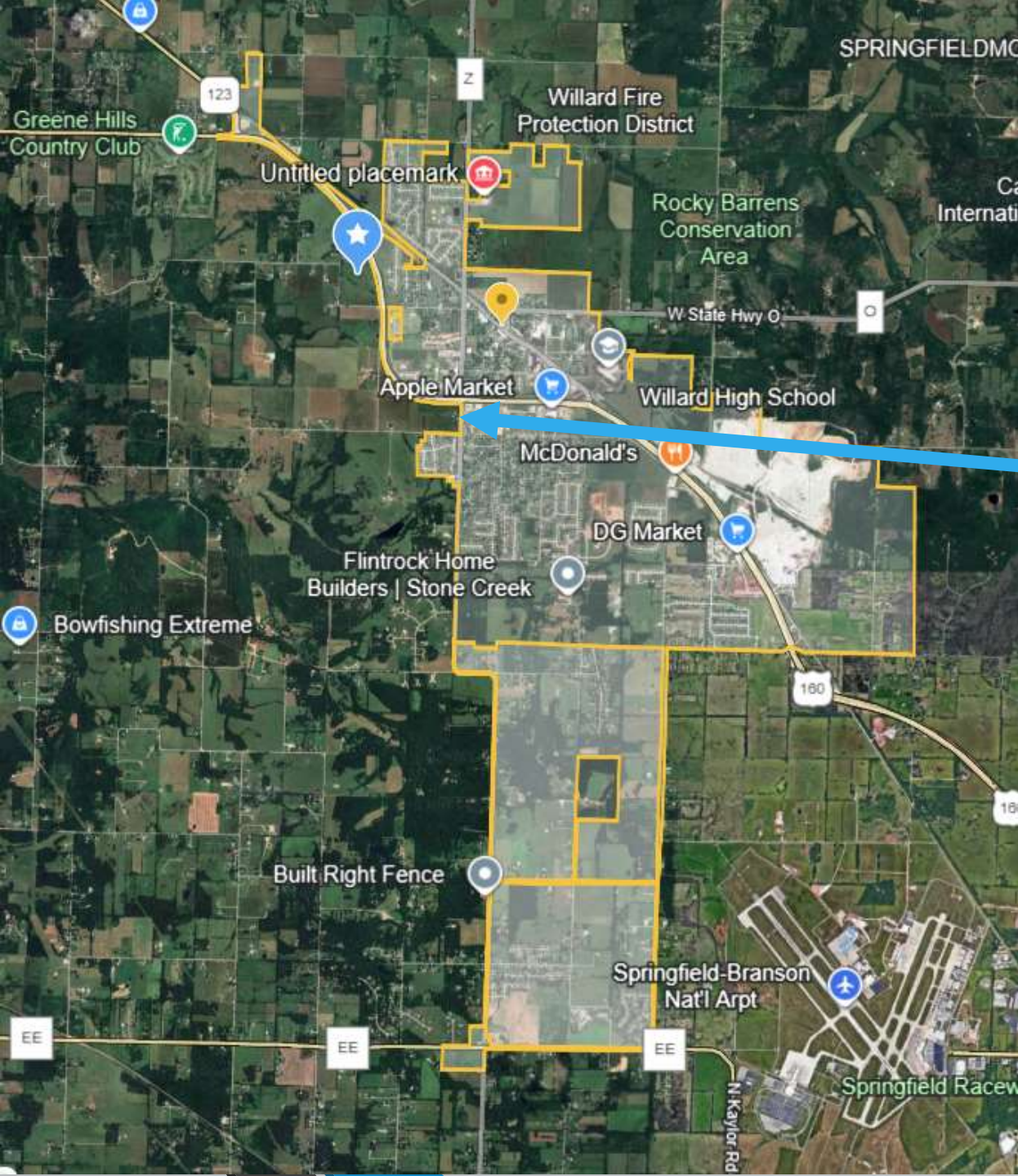
Application filed by owner May 4th ,2026

Public Hearing noticed May 13, 2026

Planning Commission Public Hearing held June 2, 2026

Board of Aldermen Public Hearing held June 8th 2026





**Location of
property in
Willard, Greene
County MO**

PROPER PUBLICATION OF THE PUBLIC HEARING

Item # A.

THE DAILY EVENTS

Established 1881

*Invoice &
Affidavit of
Publication*

NOTICE IS HEREBY GIVEN THAT THE WILLARD PLANNING AND ZONING COMMISSION

shall meet on Tuesday January 6, 2026
at 6:00 p.m. and the Willard Board of
Alders shall meet on January 12, 2026,
at 6:00 p.m. to conduct a public hearing
to Annex part of parcel 0722400036.
This parcel is on the corner of W Farm
Road 76 and State Highway 160. The
Subject Property is more particularly
described as:

NOTICE IS HEREBY GIVEN THAT THE WILLARD PLANNING AND ZONING COMMISSION

shall meet on Tuesday January 6, 2026
at 6:00 p.m. and the Willard Board of
Alders shall meet on January 12, 2026,
at 6:00 p.m. to conduct a public hearing
to Annex part of parcel 0722400036.
This parcel is on the corner of W Farm
Road 76 and State Highway 160. The
Subject Property is more particularly
described as:

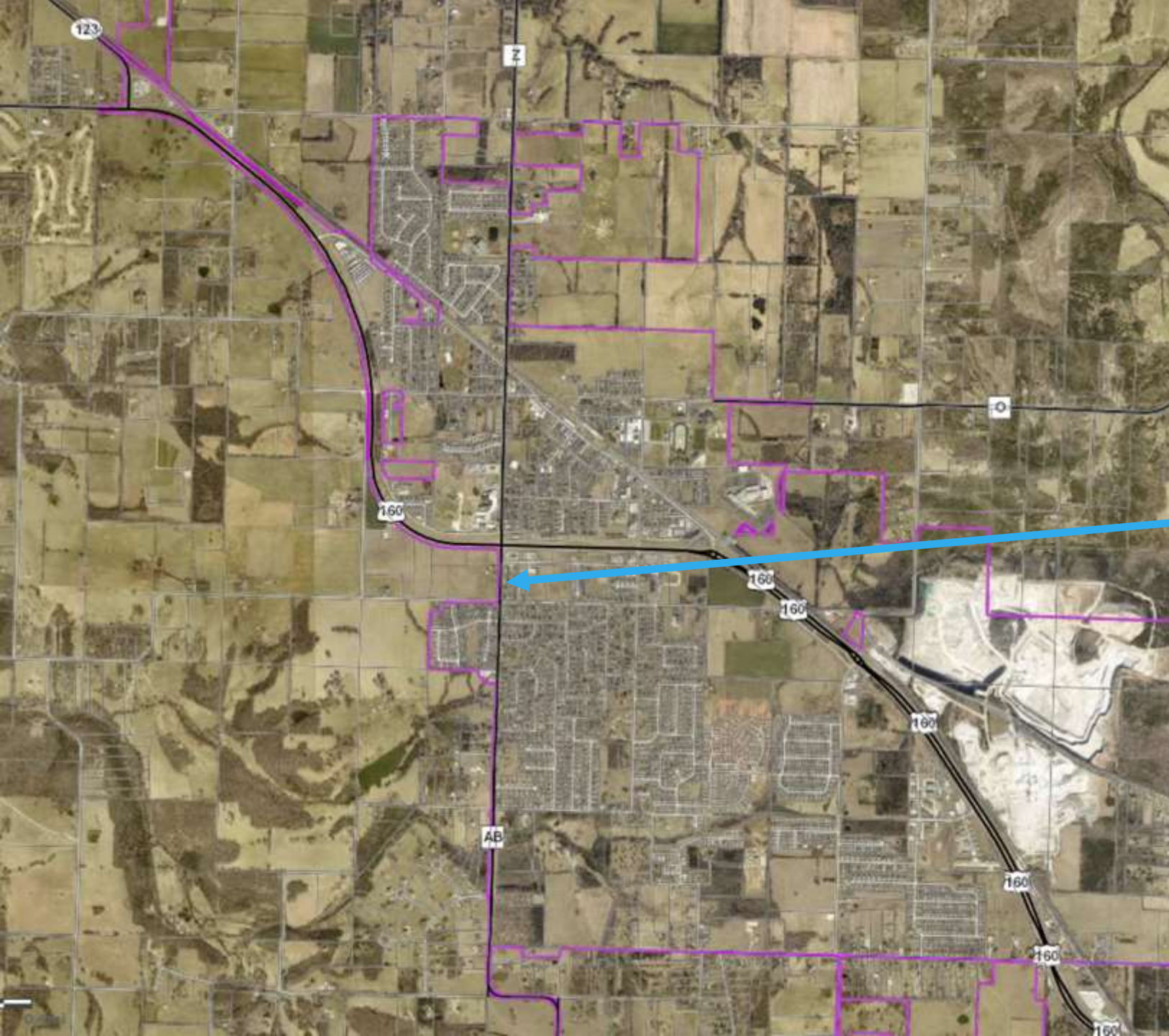
PART OF THE SOUTHEAST QUAR-
TER OF SECTION 22, TOWNSHIP
36 NORTH, RANGE 21 WEST IN
OREGON COUNTY, MISSOURI,
DESCRIBED AS FOLLOWS: BE-
GINSING AT THE SOUTHWEST
CORNER OF THE SOUTHEAST
QUARTER OF SECTION 22, TOWNSHIP
36 NORTH, RANGE 21 WEST;
THENCE 360° 00' 00" ALONG THE
WEST LINE OF SAID SOUTHEAST
QUARTER OF THE SOUTHEAST
QUARTER, 1322.99 FEET TO THE
NORTHWEST CORNER OF SAID
SOUTHEAST QUARTER OF THE
SOUTHEAST QUARTER, THENCE
84° 59' 21" E ALONG THE NORTH
LINE OF SAID SOUTHEAST QUAR-
TER OF THE SOUTHEAST QUAR-
TER, 1041.77 FEET TO THE WEST-
ERLY RIGHT-OF-WAY LINE OF U.S.
HIGHWAY 160, THENCE ALONG
THE WESTERLY RIGHT-OF-WAY
LINE OF U.S. HIGHWAY 160 THE
FOLLOWING SEVEN COURSES:
SOUTHEASTERLY THROUGH A
CURVE TO THE RIGHT HAVING A
CENTRAL ANGLE OF 08° 07' 14",
A RADIUS OF 1508.56 FEET AND A
CHORD OF 273.66 FEET BEARING
81° 57' 23" E, AN ARC DISTANCE
OF 767.67 FEET; 22° 37' 00" E, 100.50
FEET; SOUTHERLY THROUGH A
CURVE TO THE RIGHT HAVING A
CENTRAL ANGLE OF 07° 08' 16", A
RADIUS OF 1594.56 FEET AND A
CHORD OF 238.01 FEET BEARING
806° 02' 28" E, AN ARC DISTANCE
OF 718.07 FEET; 50° 29' 14" W, 34.91
FEET; N67° 34' 44" W, 122.92 FEET;
S72° 38' 17" W, 46.82 FEET; AND 802°
59' 16" W, 36.93 FEET TO THE SOUTH
LINE OF THE SOUTHEAST QUAR-
TER OF THE SOUTHEAST QUARTER
OF SAID SECTION 22, THENCE 88° 00'
52" W ALONG SAID SOUTH LINE,
1254.34 FEET TO THE POINT OF
BEGINNING.

The Commission will take public com-
ments at this meeting. If you are unable
to attend the meeting, you are welcome
to send any comments in support of,
in opposition to, or general input
regarding this request for the proposed
area change to Mike Blum, Director
of Planning and Development at:

City of Willard
P.O. Box 187
Willard, MO 65751
417-743-8300
planning@cityofwillard.org
If you have special needs, which require

accommodation, please notify City per-
sonnel at City Hall. Accommodations
will be made for your needs. Represen-
tatives of the news media may obtain
copies of this notice by contacting the
City Clerk at (417) 742-5912.
Published in The Daily Events
12/21, 2025







Item # A.





Legend

100 ft

Official Zoning Map

ZONING

(blank)	
AG	
C1	
C2	
M1	
M2	
MU	
PDD-R1	
PDD-R3	
R1	
R2	
R3	
R4	

Item # A.



Non-Conforming Parcels

Both parcels have buildings built over property lines

Non-conforming properties cannot edit or enlarge without coming back into compliance

Wanting to remodel all units

Add an onsite office





Board must find:

- Zoning conforms to Willard Conceptual Plan
- Meets the criteria for the proposed Zoning
- Brings property into Compliance



STAFF REPORT**REQUEST FOR A PLAT AMENDMENT FOR BRAYFIELD ESTATES AND REZONE
GONING FROM R-3 TO MU FOR THE PROPERTY LOCATED AT 504 & 506 HWY
AB, WILLARD, MISSOURI.****DATE:** JUNE 2ND, 2026

FACTS:**File Number:** Z-2026-011**Applicant:** Carlson Consultants**Property Owner:** Kenneth Hamilton**Location:** 504 & 506 Hwy AB**Current Parcels:** 4**Proposed Parcels:** 1**Community Plan Future Land Use Designation:** MU**Surrounding Zoning:****North:** C**South:** R-2**East:** C**West:** COUNTY

Request: The applicant, is asking for a plat amendment for Brayfield estates and a rezone from R-3 to MU. This will bring the above parcels into zoning compliance with the intent to remodel the existing apartments and adding an onsite office for the patrons.

Existing Conditions: The parcel is currently a non conforming use as is over our current density requirements and has builds built over platted property lines. This rezone will allow for the current density and not allow additional units.

Community Plan - The Community Plan Future Land Use map designates this area as **R-3** area.

DETAILED ANALYSIS:

- A. *Amendments Authorized.* The Board of Aldermen may from time to time by ordinance amend, supplement, change, modify or repeal the boundaries of the zoning districts or the regulations herein or subsequently established. The Board of Aldermen must receive the recommendation and report of the Commission before it may take any such action.
- B. *Initiation Of Amendment.* Amendments may be proposed by the Board of Aldermen, the Planning and Zoning Commission or by any person owning or having an interest in property in the City of Willard. If the Board of Aldermen initiates an amendment, the Board's proposal shall be transmitted to the Commission for the Commission's report and recommendation.
- C. *Application For Amendment.* An application for an amendment, along with pertinent data and information as may be required by the Commission, shall be submitted to the Commission at least thirty (30) working days prior to the public hearing to be held by the Commission on the application. Applications for amendments initiated by the Commission or the Board of Aldermen shall be accompanied by a motion of such body pertaining to the proposed amendment. The application shall be submitted on forms provided by the City Clerk and shall contain the following information, dependent on the type of amendment requested:
 - 1. For changes in the zoning district classification (rezoning).
 - a. Applicant's name, address, phone number and interest in the property.
 - b. Owner's name, address and phone number and, if different than the applicant, the owner's signed consent to the filing of the application and authorization for the applicant to act on the owner's behalf.
 - c. The street address of such property and if there is no street address, a sufficient description of the location of said property to enable the ordinary person to determine its location.
 - d. Legal description of the property proposed for rezoning.
 - e. The current zoning classification of the property and current use of the property.
 - f. The amendment or zoning classification requested.
 - g. The names and addresses of all property owners within one hundred eighty-five (185) feet of the subject property. The list of property owners shall be compiled from the property ownership records of the Greene County Assessor's office or by a title company authorized to issue title policies in the State of Missouri.
 - h. Such additional information that the Commission may, by rule, require.
 - i. Application fee in the amount of fifty dollars (\$300.00).
 - 2. For text amendments.

- a. The name, address and phone number of the applicant.
 - b. The Section of the text of the ordinance proposed to be amended.
 - c. The wording of the proposed amendment.
 - d. An identification of any property owned, controlled or occupied by the applicant that would benefit by the proposed amendment.
 - e. An explanation of the extent to which other properties in the City that are subject to the regulations proposed to be amended would be affected by the proposed amendment.
 - f. Application fee in the amount of fifty dollars (\$300.00).
- D. *Public Hearing Before Commission.* The Commission shall hold a public hearing on all proposed amendments in zoning district classifications or the text of this Chapter. Notice of public hearing shall be provided in accordance with the requirements of Section 400.360. The applicant or his/her agent shall present evidence to the Commission in regard to the applicant's request for the amendment.
- E. *Commission Recommendations.* Within thirty (30) days after the public hearing, except when the applicant requests the amendment be tabled, the Commission shall make one (1) of the following recommendations in connection with the proposed amendment in zoning district classification or the text of this Chapter:
- 1. Recommend against the proposal
 - 2. Recommend the proposal
 - 3. Recommend the proposal together with recommendations that, in the judgment of the Commission, will protect adjacent or other affected property and ensure that the proposed amendment is consistent with the intent of this Chapter and the Willard Comprehensive Plan.
- F. *Report Of Commission Action Taken.* The Commission shall make written findings of fact on the proposed amendment and shall submit same together with its recommendations to the Board of Aldermen. The Commission shall not, however, forward its recommendations to the Board of Aldermen when at the meeting before the Commission the applicant or his/her agent did not appear and present evidence in regard to the applicant's request for the amendment.
- G. *Public Hearing Before Board Of Aldermen.* A public hearing shall be held before the Board of Aldermen before adopting any proposed amendment, change, supplement or repeal to this Chapter. Notice of public hearing shall be made in accordance with the requirements of Section 400.360.
- H. *Evidentiary Matters Before Board Of Aldermen.*

1. No person shall present testimony to the Board of Aldermen which is substantially different from that presented to the Commission at its hearing on the matter and no exhibit will be accepted by the Board of Aldermen that has not been presented to the Commission at its hearing on the matter. However, this Subsection is not intended to prevent the introduction of new testimony, new exhibits or other new evidence when there is a clear showing, as determined by a majority of the Board of Aldermen, that the introduction of such evidence before the Commission was not in good faith, reasonably possible.
2. Should a person present testimony that is substantially or materially different from that presented to the Commission at its hearing on the matter or should an exhibit be offered that has not been presented to the Commission at its hearing on the matter, subject to the exception contained in Subsection (H)(1), any person on the opposing side of the matter before the Board of Aldermen may claim prejudice from such presentation or offering and the Board of Aldermen shall upon such a claim have sole discretion to determine whether the person claiming prejudice has in fact been prejudiced from such presentation or offering. Upon a determination that a prejudice exists, the Board of Aldermen shall refer the matter back to the Commission for a new notice and public hearing.

I. *Actions Of Board Of Aldermen.*

1. When the Commission has recommended a subdivision of parcels or the text of this Chapter together with recommendations for additional requirements pursuant to Subsection (E)(3), the Board of Aldermen shall have the discretion to accept, reject or make other or additional requirements. Any such requirements shall become a part of the ordinance changing the zoning classification of such property or the text of this Chapter. Such requirements regarding a change in zoning district classification shall be considered as an amendment to this Chapter insofar as it is applicable to such property. Such requirements shall be considered as conditions precedent to the granting of a certificate of occupancy and there shall be compliance with such requirements before a certificate of occupancy will be issued by the City Clerk for the use or occupancy of the building, land or structure on such property.
2. The Board of Aldermen shall not consider any zoning classification for a property in cases which involve a change from an existing zoning classification to another other than the zoning classification requested in the amendment application or the zoning classification expressly stated as considered by the motion of the Commission in its written report to the Board of Aldermen. If the applicant files a written request with the City Clerk prior to the final action of the Board of Aldermen stating that the applicant will pay the fees set forth for a zoning amendment application, then the Board of Aldermen may consider such different zoning classification only after referring the written request to the Commission for new public hearing and after receipt of the Commission's written report and decision and after new notice and public hearing before the Board of Aldermen.

- J. *Limitations On subdivision Applications.* No application for subdivision of any tract, lot or parcel of land shall be allowed prior to the expiration of six (6) months from the time the Board of Aldermen shall have finally acted on any application for subdivision of all or any part of the same lot, tract or parcel, unless the application previously acted upon was initiated by the Commission or the Board of Aldermen or unless the applicant can demonstrate substantial change in condition that should warrant consideration of a new application.

STAFF RECOMMENDATION:

The proposed plat amendment and rezone is needed to bring the property into zoning conformity.

Staff recommends approval of the request.

BACKUP DOCUMENTATION:

Staff Report Exhibit 1- Plat amendment and rezone Application

Staff Report Exhibit 2- Published Notice 15 days prior to hearing, Posting Notice in 3 places on property 10 days prior to hearing, 1st class mailing of owners within 185 feet.

Staff Report Exhibit 3- Community Plan Preferred Land Use

Staff Report Exhibit 4- Vicinity Maps

Staff Report Exhibit 5- Replat Exhibit

EXHIBIT 2

PUBLIC NOTICE

Notice is hereby given that the **Willard Planning and Zoning Commission** shall meet on **Tuesday June 2, 2026**, and the **City of Willard Alders** will meet on **Monday June 8, 2026**, at **6:00 p.m.** to consider the rezoning request of two City of Willard parcels of property from Multi-Family Residence District (R-3) to Mixed Use (MU). These parcels are located at 504 S State Highway AB and 506 S State Highway AB, further identified by Greene County Assessor as Parcels #0726402037 and #0726402038. The Commissions will take public comments at these meetings. If you are unable to attend these meetings, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for the proposed zone change to Michael Ruesch, Director of Planning and Development at:

City of Willard
P.O. Box 187
Willard, MO 65781
(417) 742-5310

planning@cityofwillard.org

If you have special needs, which require accommodation, please notify City personnel at City Hall. Accommodations will be made for your needs. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at the information above.

Published in The Daily Events
 5/13, 2026 (W)

EXHIBIT 3

Item # A.



EXHIBIT 4



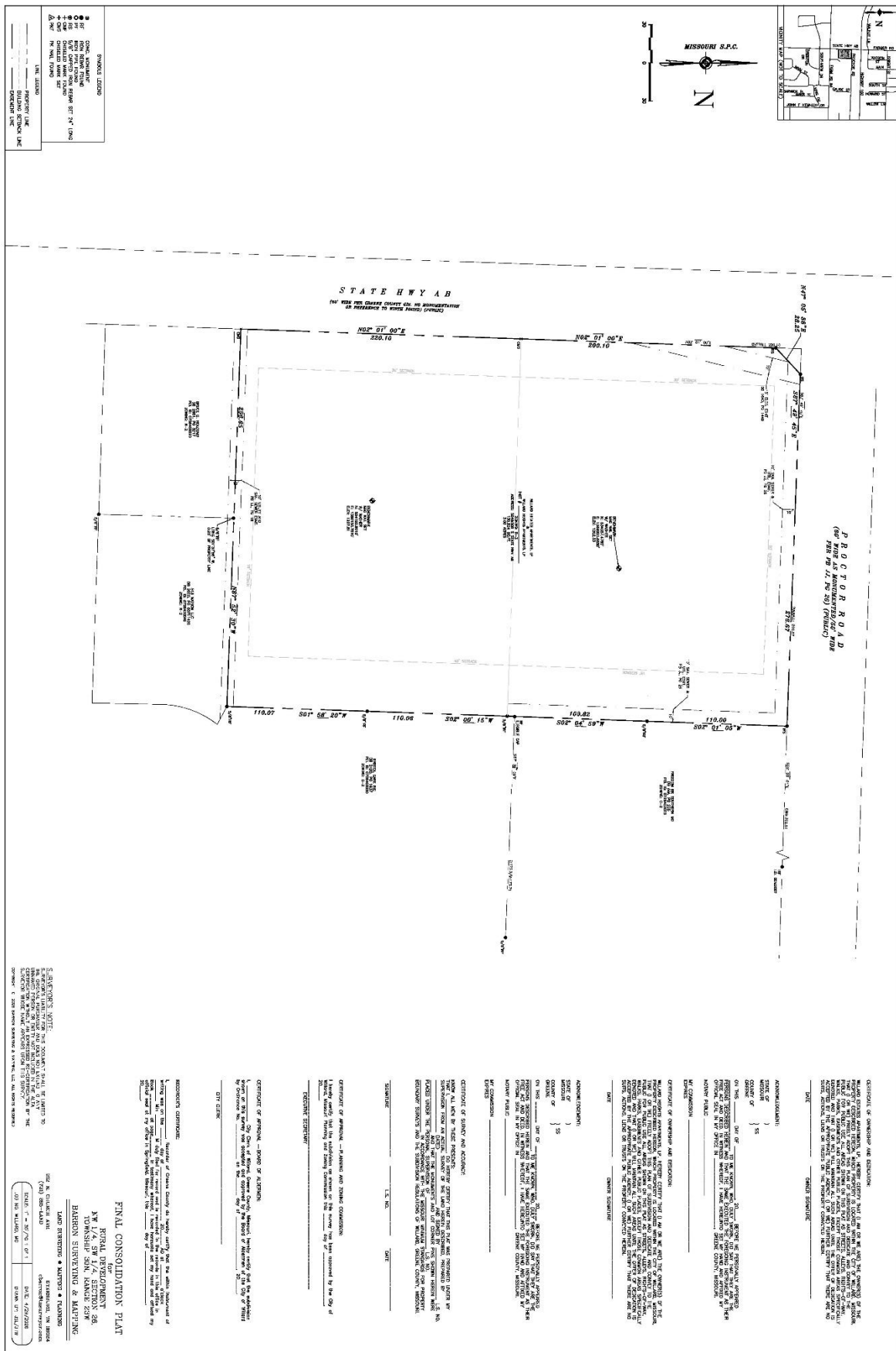


EXHIBIT 5 SEE APPLICATION PRESENTATION

RESOLUTION NO. PZ 2026-01**RESOLUTION OF THE CITY OF WILLARD, MISSOURI APPROVING PLAT AMMENDMENT FOR BRAYFIELD ESTATES LOCATED AT 504 & 506 HWY AB IN WILLARD, MISSOURI**

WHEREAS, an Application has been submitted by Carlson Consulting for Kenneth E Hamilton, Owner for approval of a subdivision of his property located at 504 & 506 Hwy AB, Willard, Missouri and legally described in Exhibit A; and

WHEREAS, The owner would like to remodel the apartments and add an office. And,

WHEREAS, 305 and 306 S AB are defined as a nonconforming use due to density of units and buildings that have been built across property lines. Nonconforming properties are not allowed to expand said uses. and,

WHEREAS, the ordinance approving the plat amendment will be invalid within 360 days if the final plat has not been approved and recorded with the Greene County Recorder of Deeds; and

WHEREAS, the Zoning Regulations for the City of Willard, Missouri, requires a Public Hearing before the Planning and Zoning Commission for the approval of a change of a plat and a Public Hearing before the Board of Aldermen; and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on June 2nd, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly for both Public Hearings; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

- Section 1: The Planning and Zoning Commission recommended approval for the tract of land, situated in 504 & 506 Hwy AB, Willard, Greene County, Missouri to be amended as provided by the maps in Exhibit B.
- Section 2: This Ordinance will become invalid within 360 days if the final plat has not been recorded with the Greene County Recorder of Deeds.
- Section 3: The Planning and Zoning Commission exercised its legislative authority to decide the request to amend the property. The Commission evaluated the application to subdivide, reviewed the evidence presented by proponents, objectors, and staff, and

determined that the approval of the subdivision request is for the public benefit and is in compliance with the Master Plan. The approval of the subdivision is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan. The Planning and Zoning Commission made additional findings of fact as noted in the Resolution from the Planning and Zoning Commission.

ADOPTED, by the Planning and Zoning Commission of the City of Willard, Missouri, this 2nd day of June 2026.

Mariann Hill, Chairperson

ATTEST:

Valorie Simpson, Secretary



Planning and Zoning Meeting

REZONE OF PROPERTIES LOCATED AT 504 & 506 S HWY AB

RESOLUTION NO. 2026-02**RESOLUTION OF THE WILLARD PLANNING AND ZONING BOARD RESOLVING TO REZONE THE PROPERTY LOCATED AT 504 & 506 HWY AB IN WILLARD MISSOURI.**

WHEREAS, an Application has been submitted by Carlson Consulting for Kenneth E Hamilton, Owner for approval of a rezone from AG to AR for property located at 200 East Hughes, Willard, Missouri and legally described in Exhibit A; and

WHEREAS, The owner would like to remodel the apartments and add an office. And,

WHEREAS, 305 and 306 S State Highway AB is defined as a nonconforming use due to density of units and buildings that have been built across property lines. Nonconforming properties are not allowed to expand said uses. and,

WHEREAS, rezoning is needed to correct the allowable density of the above parcel, and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on June 2, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

Section 1: The Planning and Zoning Commission hereby recommends approval for the tract of land, situated at 504 & 506 HWY AB, Willard, Greene County, Missouri to be zoned AR, as provided by the maps in Exhibit B.

Section 2: The Planning and Zoning Commission is exercising its legislative authority to decide a request to rezone a property. The approval of said rezone would help bring the property into zoning compliance. The Commission has evaluated the application to rezone, reviewed the evidence presented by proponents, objectors, and staff, and has determined that the approval of the rezone request is for the public benefit and is in compliance with the Master Plan. The approval of the rezone is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan.

ADOPTED, by the Planning and Zoning Commission of the City of Willard, Missouri, this 5th day of May 2026.

Mariann Hill, Chairperson

ATTEST:

Valorie Simpson_, Secretary

ORDINANCE NO. _____

ORDINANCE OF THE CITY OF WILLARD, MISSOURI APPROVING A SUBDIVISION FOR THE PROPERTY LOCATED AT 516 EAST NEW MELVILLE ROAD IN WILLARD, MISSOURI

WHEREAS, an Application has been submitted by CEC INC for the McDonalds Corporation for approval of a subdivision of the property located at 516 East New Melville Road Willard, Missouri and legally described in Exhibit A; and

WHEREAS, Exhibit A, is the proposed legal description and

WHEREAS, the recommendation of approval by the Willard Planning and Zoning Commission of this subdivision is conditioned upon the approval and recording of a final subdivision plat legally described in Exhibit A; and

WHEREAS, the ordinance approving the subdivision will be invalid within 360 days if the final plat has not been approved and recorded with the Greene County Recorder of Deeds; and

WHEREAS, the Zoning Regulations for the City of Willard, Missouri, requires a Public Hearing before the Planning and Zoning Commission for the approval of a zoning change and a Public Hearing before the Board of Aldermen; and

WHEREAS, a Public Hearing was held before the Willard Planning and Zoning Commission on July 7th, 2026 at 6:00 PM in the Willard City Hall located at, 224 West Jackson Street, Missouri; and

WHEREAS, a Public Hearing was held before the Board of Aldermen on July 10th, 2026 at 6:00 PM in the Willard City Hall located at 224 West Jackson Street, Willard, Missouri; and

WHEREAS, pursuant to §400.360.B.1, the notification of publication at least fifteen (15) days prior to hearing, posting of notice in three (3) places on property at least ten (10) days prior to hearing, and notice by first class mail to all property owners of record within one hundred eighty-five (185) feet of the property were completed properly for both Public Hearings; and

WHEREAS, all required documentation and payment of the required filing/application fees have been received by the City of Willard.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, MISSOURI, AS FOLLOWS:

Section 1: The Planning and Zoning Commission recommended approval for the tract of land, situated at 516 East New Melville Road Willard, Greene County, Missouri to be subdivided as provided by the maps in Exhibit B.

Section 2: The recommended approval of the subdivision by the Planning and Zoning Commission was conditioned upon the approval and recording of the final subdivision plat legally described in Exhibit A.

- Section 3: This Ordinance will become invalid within 360 days if the final plat has not been recorded with the Greene County Recorder of Deeds.
- Section 4: The Planning and Zoning Commission exercised its legislative authority to decide the request to subdivide the property. The Commission evaluated the application to subdivide, reviewed the evidence presented by proponents, objectors, and staff, and determined that the approval of the subdivision request is for the public benefit and is in compliance with the Master Plan. The approval of the subdivision is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan. The Planning and Zoning Commission made additional findings of fact as noted in the Resolution from the Planning and Zoning Commission.
- Section 5: The Board of Aldermen exercised its legislative authority to decide the request to subdivide the property considering the findings of fact from the Planning and Zoning Commission, the evidence presented, and the public hearings. The Board of Aldermen evaluated the application to subdivide, reviewed the evidence presented by proponents, objectors, and staff, and determined that the approval of the subdivision request is for the public benefit and is in compliance with the Master Plan. The approval of the subdivision is also based on a desire to protect adjacent property and ensure consistency with the Willard Comprehensive Plan.
- Section 6: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and signature of the Mayor and attested to by the City Clerk, except if a final plat is not filed in 360 days.

Read, this first time on this 10th day of July, 2026.

Read, this second time, passed, and truly agreed to by the Board of Aldermen of the City of Willard, Missouri this 10th day of July, 2026

Troy Smith, Mayor

ATTEST:

Courtney Myers, City Clerk

STAFF REPORT**REQUEST FOR A SUBDIVISION FOR THE PROPERTY LOCATED AT 516 EAST
NEW MELVILLE ROAD, WILLARD, MISSOURI.**

DATE: MAY 5TH, 2026

FACTS:

File Number: Z-2026-007

Applicant: CCEC INC

Property Owner: McDonalds Corporation

Location: 516 E New Melville Road

Current Parcels: 1

Proposed Parcels: 2

Community Plan Future Land Use Designation: C-2

Surrounding Zoning:

North: C-2

South: C-2

East: C-2

West: C-2

Request: The applicant requests to Subdivide approximately 1.526 acres, with the intent to possibly build a fast food establishment on the parcel.

Existing Conditions: The subject property is currently an undeveloped parcel located near intersection of Hunt Road and New Melville. The property is bordered with commercial parcels on all sides

Community Plan - The Community Plan Future Land Use map designates this area as **C-2** area.

DETAILED ANALYSIS:

- A. *Amendments Authorized.* The Board of Aldermen may from time to time by ordinance amend, supplement, change, modify or repeal the boundaries of the zoning districts or the regulations herein or subsequently established. The Board of Aldermen must receive the recommendation and report of the Commission before it may take any such action.
- B. *Initiation Of Amendment.* Amendments may be proposed by the Board of Aldermen, the Planning and Zoning Commission or by any person owning or having an interest in property in the City of Willard. If the Board of Aldermen initiates an amendment, the Board's proposal shall be transmitted to the Commission for the Commission's report and recommendation.
- C. *Application For Amendment.* An application for an amendment, along with pertinent data and information as may be required by the Commission, shall be submitted to the Commission at least thirty (30) working days prior to the public hearing to be held by the Commission on the application. Applications for amendments initiated by the Commission or the Board of Aldermen shall be accompanied by a motion of such body pertaining to the proposed amendment. The application shall be submitted on forms provided by the City Clerk and shall contain the following information, dependent on the type of amendment requested:
 - 1. For changes in the zoning district classification (rezoning).
 - a. Applicant's name, address, phone number and interest in the property.
 - b. Owner's name, address and phone number and, if different than the applicant, the owner's signed consent to the filing of the application and authorization for the applicant to act on the owner's behalf.
 - c. The street address of such property and if there is no street address, a sufficient description of the location of said property to enable the ordinary person to determine its location.
 - d. Legal description of the property proposed for rezoning.
 - e. The current zoning classification of the property and current use of the property.
 - f. The amendment or zoning classification requested.
 - g. The names and addresses of all property owners within one hundred eighty-five (185) feet of the subject property. The list of property owners shall be compiled from the property ownership records of the Greene County Assessor's office or by a title company authorized to issue title policies in the State of Missouri.
 - h. Such additional information that the Commission may, by rule, require.
 - i. Application fee in the amount of fifty dollars (\$300.00).
 - 2. For text amendments.

- a. The name, address and phone number of the applicant.
 - b. The Section of the text of the ordinance proposed to be amended.
 - c. The wording of the proposed amendment.
 - d. An identification of any property owned, controlled or occupied by the applicant that would benefit by the proposed amendment.
 - e. An explanation of the extent to which other properties in the City that are subject to the regulations proposed to be amended would be affected by the proposed amendment.
 - f. Application fee in the amount of fifty dollars (\$300.00).
- D. *Public Hearing Before Commission.* The Commission shall hold a public hearing on all proposed amendments in zoning district classifications or the text of this Chapter. Notice of public hearing shall be provided in accordance with the requirements of Section 400.360. The applicant or his/her agent shall present evidence to the Commission in regard to the applicant's request for the amendment.
- E. *Commission Recommendations.* Within thirty (30) days after the public hearing, except when the applicant requests the amendment be tabled, the Commission shall make one (1) of the following recommendations in connection with the proposed amendment in zoning district classification or the text of this Chapter:
- 1. Recommend against the proposed subdivision;
 - 2. Recommend a subdivision;
 - 3. Recommend a subdivision together with recommendations that, in the judgment of the Commission, will protect adjacent or other affected property and ensure that the proposed amendment is consistent with the intent of this Chapter and the Willard Comprehensive Plan.
- F. *Report Of Commission Action Taken.* The Commission shall make written findings of fact on the proposed amendment and shall submit same together with its recommendations to the Board of Aldermen. The Commission shall not, however, forward its recommendations to the Board of Aldermen when at the meeting before the Commission the applicant or his/her agent did not appear and present evidence in regard to the applicant's request for the amendment.
- G. *Public Hearing Before Board Of Aldermen.* A public hearing shall be held before the Board of Aldermen before adopting any proposed amendment, change, supplement or repeal to this Chapter. Notice of public hearing shall be made in accordance with the requirements of Section 400.360.
- H. *Evidentiary Matters Before Board Of Aldermen.*

1. No person shall present testimony to the Board of Aldermen which is substantially different from that presented to the Commission at its hearing on the matter and no exhibit will be accepted by the Board of Aldermen that has not been presented to the Commission at its hearing on the matter. However, this Subsection is not intended to prevent the introduction of new testimony, new exhibits or other new evidence when there is a clear showing, as determined by a majority of the Board of Aldermen, that the introduction of such evidence before the Commission was not in good faith, reasonably possible.
2. Should a person present testimony that is substantially or materially different from that presented to the Commission at its hearing on the matter or should an exhibit be offered that has not been presented to the Commission at its hearing on the matter, subject to the exception contained in Subsection (H)(1), any person on the opposing side of the matter before the Board of Aldermen may claim prejudice from such presentation or offering and the Board of Aldermen shall upon such a claim have sole discretion to determine whether the person claiming prejudice has in fact been prejudiced from such presentation or offering. Upon a determination that a prejudice exists, the Board of Aldermen shall refer the matter back to the Commission for a new notice and public hearing.

I. Actions Of Board Of Aldermen.

1. When the Commission has recommended a subdivision of parcels or the text of this Chapter together with recommendations for additional requirements pursuant to Subsection (E)(3), the Board of Aldermen shall have the discretion to accept, reject or make other or additional requirements. Any such requirements shall become a part of the ordinance changing the zoning classification of such property or the text of this Chapter. Such requirements regarding a change in zoning district classification shall be considered as an amendment to this Chapter insofar as it is applicable to such property. Such requirements shall be considered as conditions precedent to the granting of a certificate of occupancy and there shall be compliance with such requirements before a certificate of occupancy will be issued by the City Clerk for the use or occupancy of the building, land or structure on such property.
2. The Board of Aldermen shall not consider any zoning classification for a property in cases which involve a change from an existing zoning classification to another other than the zoning classification requested in the amendment application or the zoning classification expressly stated as considered by the motion of the Commission in its written report to the Board of Aldermen. If the applicant files a written request with the City Clerk prior to the final action of the Board of Aldermen stating that the applicant will pay the fees set forth for a zoning amendment application, then the Board of Aldermen may consider such different zoning classification only after referring the written request to the Commission for new public hearing and after receipt of the Commission's written report and decision and after new notice and public hearing before the Board of Aldermen.

- J. *Limitations On subdivision Applications.* No application for subdivision of any tract, lot or parcel of land shall be allowed prior to the expiration of six (6) months from the time the Board of Aldermen shall have finally acted on any application for subdivision of all or any part of the same lot, tract or parcel, unless the application previously acted upon was initiated by the Commission or the Board of Aldermen or unless the applicant can demonstrate substantial change in condition that should warrant consideration of a new application.

STAFF RECOMMENDATION:

The proposed subdivision request is compatible with the existing parcels. The surrounding area has a mixture of zoning districts including, AG, and R-1. This development will be a single-family residence which is compatible with the proposed zoning

Staff recommends approval of the subdivision request.

BACKUP DOCUMENTATION:

Staff Report Exhibit 1- Subdivision Application

Staff Report Exhibit 2- Published Notice 15 days prior to hearing, Posting Notice in 3 places on property 10 days prior to hearing, 1st class mailing of owners within 185 feet.

Staff Report Exhibit 3- Community Plan Preferred Land Use

Staff Report Exhibit 4- Vicinity Maps

Staff Report Exhibit 5- Subdivision Exhibit

McDonald's (Hughes Road Subdivision)

Application Summary

Submitted:

04/06/2026

☐ Approval NOT REVIEWED

Review Status

☐ Reviewing
 ☒ Approved
 ☒ Denied

Notes for the Applicant

Sent to the applicant when a final review is made.

Plan Reviews



Permit Overview

Permit Type

Subdivision

Status

✓ Active

Contact Email

canderson-sanders@cecinc.com

Permit/License #

z 2026-007

Reference #

d26cad20-31e7-11f1-bc04-e59e405e566c

PIN

346872919

1:17 pm (21 hours ago) → canderson-sanders@cecinc.com

You have a new message from City of Willard, MO

[View all email logs](#)

Inspections

Fee Classification

General

Term & Fees Overview

06/16/2026 - 06/15/2027

Application Status

⌚ Under Review

Fees

Major Subdivision Application	\$75.00
Major Subdivision Issuance	\$25.00
Preliminary Plat - Commercial	\$605.00
Final Plat - Commercial	\$705.00
Subtotal	\$1,410.00
Amount Paid	\$1,410.00
Total Due	\$0.00

[Full payment history](#)

EXHIBIT 2**PUBLIC NOTICE**

Notice is hereby given that the Willard Planning and Zoning Commission shall meet on Tuesday July 7, 2026, and the City of Willard Alders will meet on Monday July 13, 2026, at 6:00 p.m. to consider the approval of a Major Subdivision for a parcel of property located inside the City of Willard. This parcel is located at 516 E New Melville St, further identified by Greene County Assessor as Parcel #0725302073. The Commissions will take public comments at these meetings. If you are unable to attend these meetings, you are welcome to send any comments in support of, in opposition to, or general inquiries regarding this request for the proposed zone change to Michael Ruesch, Director of Planning and Development at:

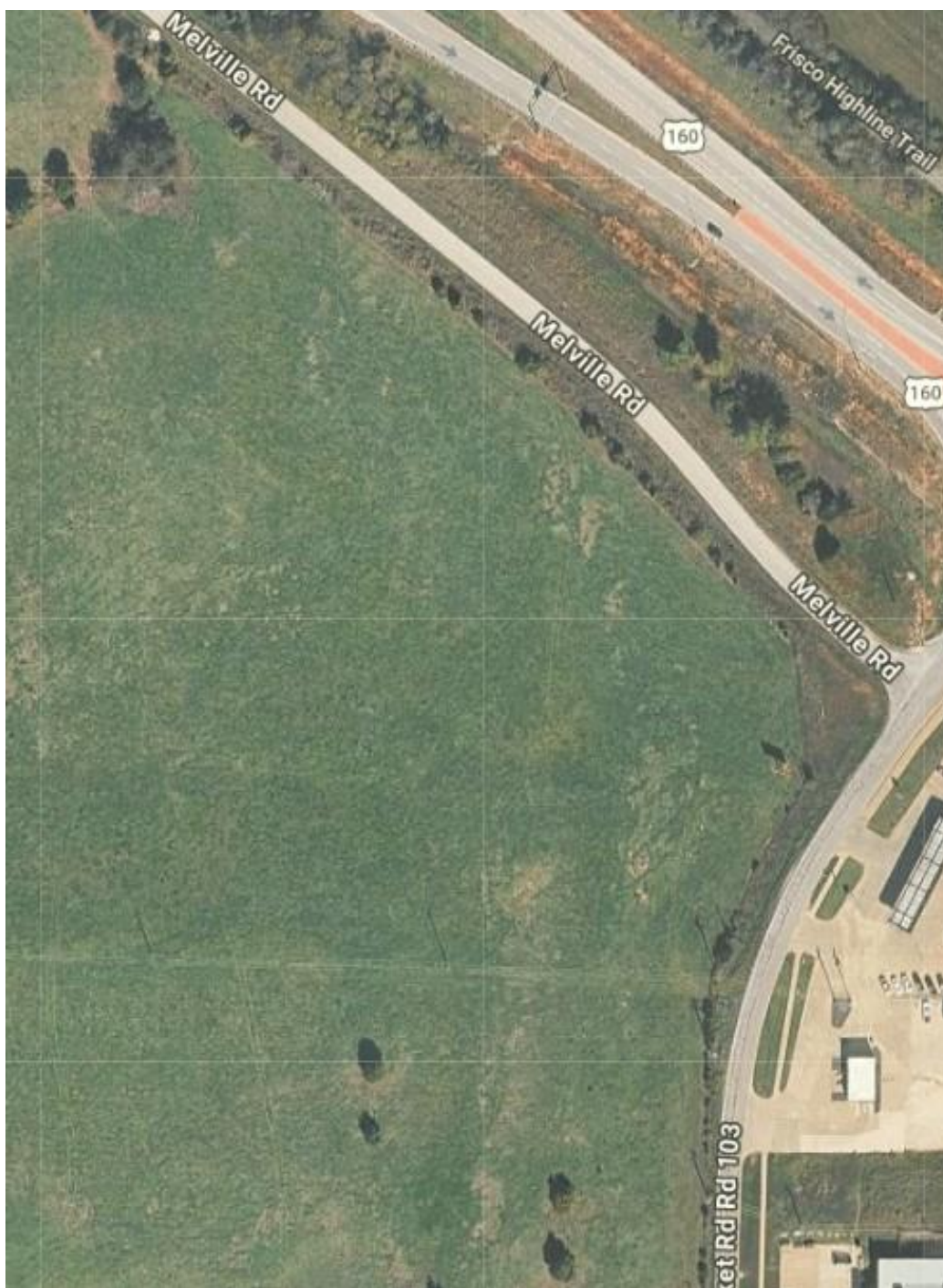
City of Willard
P.O. Box 187
Willard, MO 65781
(417) 742-5310
planning@cityofwillard.org

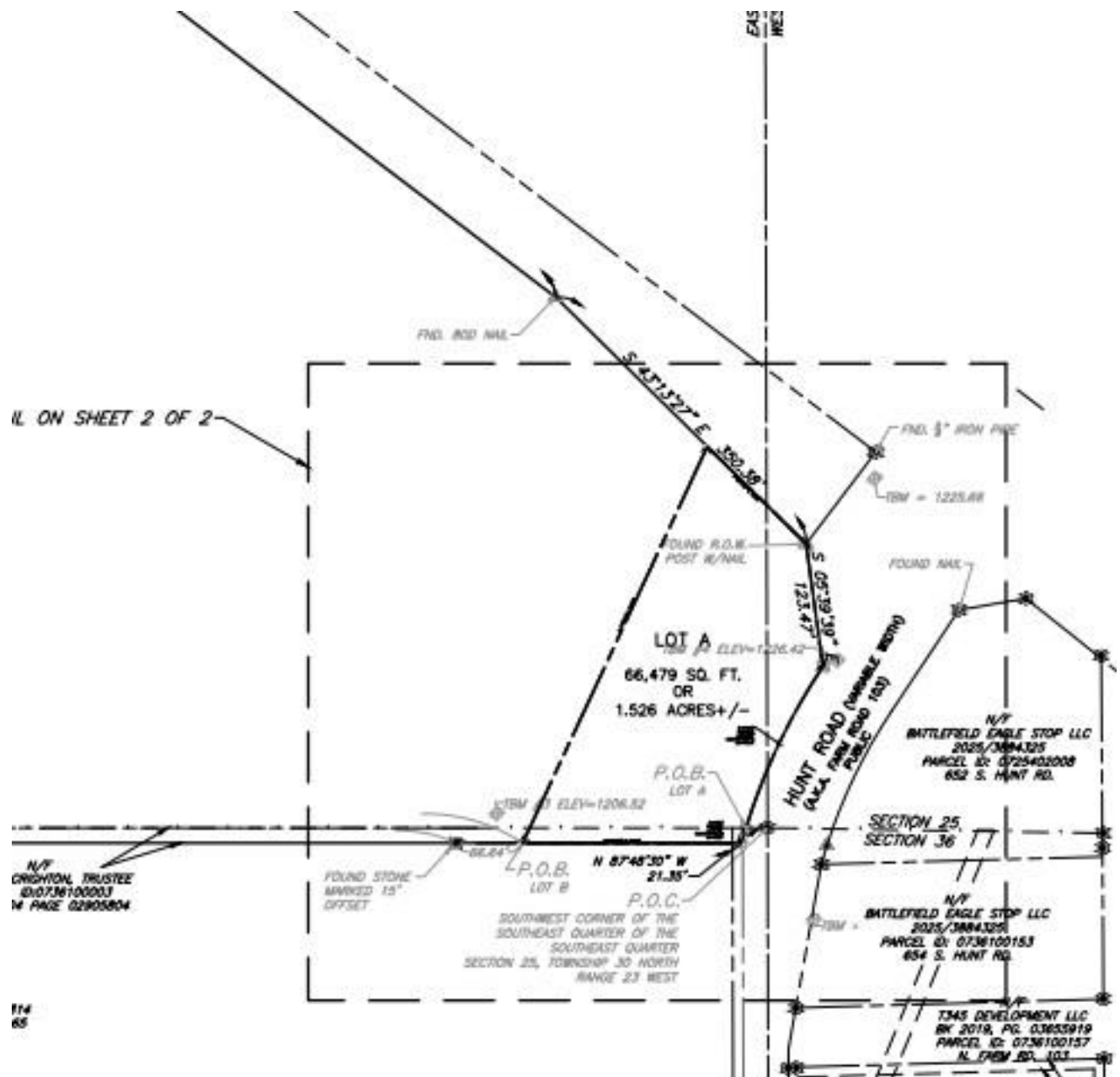
If you have special needs, which require accommodation, please notify City personnel at City Hall. Accommodations will be made for your needs. Representatives of the news media may obtain copies of this notice by contacting the City Clerk at the information above.

EXHIBIT 3



EXHIBIT 4





SURVEYOR'S CERTIFICATION:

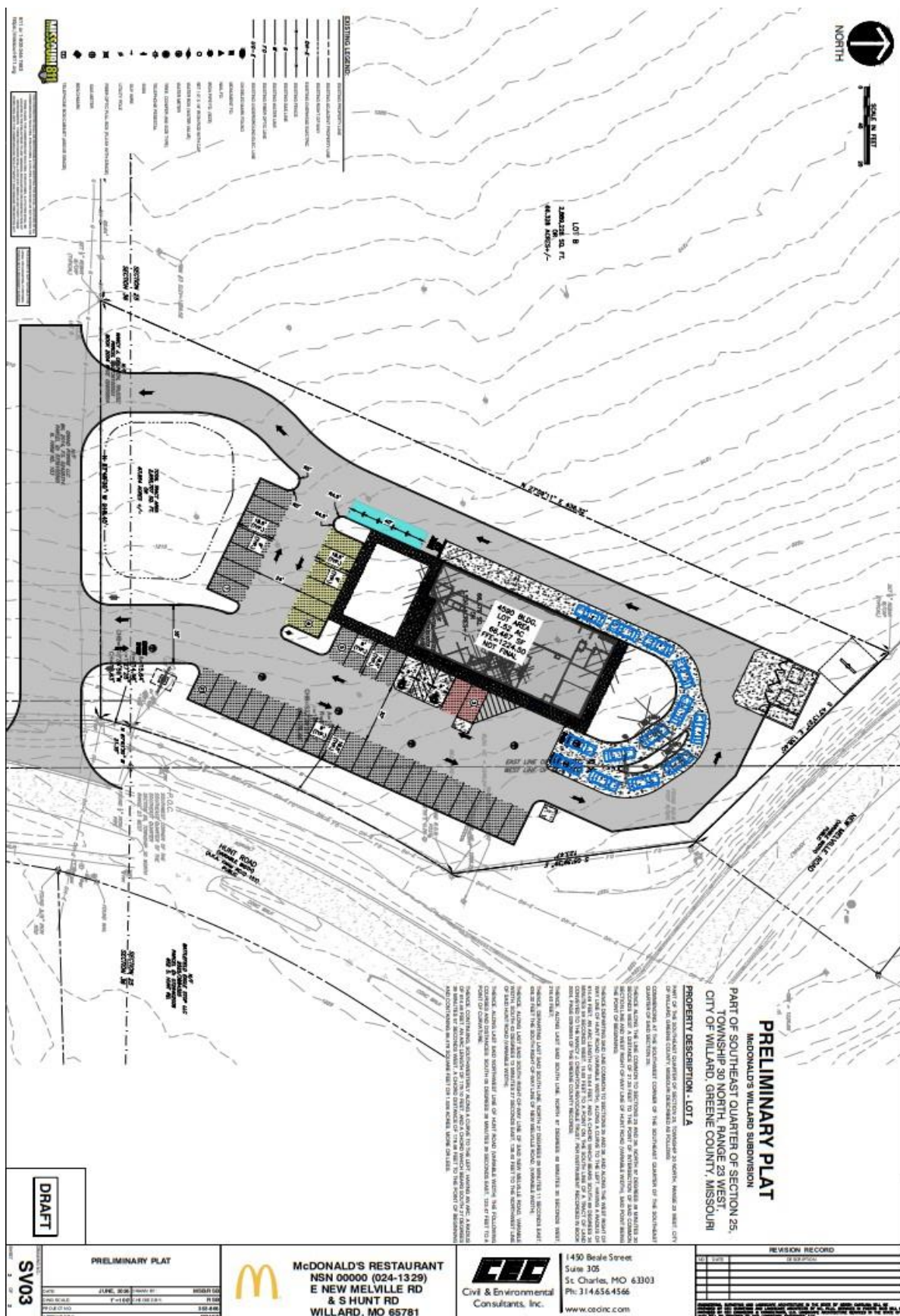


EXHIBIT 5 SEE APPLICATION PRESENTATION

Item # C.