

**PLANNING & ZONING MEETING  
109 E. BROADWAY  
ASHLAND, MO 65010  
TUESDAY, APRIL 14, 2015**

**AGENDA**

1. Call the Meeting to Order:
2. Approval of the Agenda April 14, 2015. Action \_\_\_\_\_
3. Approval of the Previous Minutes, March 10, 2015. Action \_\_\_\_\_
4. New Business:
5. Old Business:
- 6. Discussion: Comprehensive Transportation Planning Project**
7. Mayor's Report:
8. City Administrator's Report:
9. Guest Comments:
10. Commissioners' Report:

If you are unable to attend, please call Ashland City Hall at 573-657-2091 or email [policeclerk@ashlandmo.us](mailto:policeclerk@ashlandmo.us)

Megan Young  
Administrative Assistant

**PLANNING AND ZONING MEETING  
109 E. BROADWAY  
ASHLAND, MO. 65010  
TUESDAY, MARCH 10, 2015  
DRAFT**

**PUBLIC HEARING:**

The Planning and Zoning Commission held a Public Hearing, and Chairman Batson opened the hearing at 7:00 p.m., to seek public comments on:

**1. Conditional Use Permit for increasing the Day Care facility at 408 Meadow Lane.**

Public Questions/Comments: Delia Lipscomb of 409 Meadow Lane was present and gave her concerns regarding street parking of daycare parents on Meadow Lane. Also, she believes there is not enough yard space for the kids.

No further public comments.

Chairman Batson closed the Public Hearing at 7:34 p.m.

**REGULAR MEETING:**

1. Chairwoman Batson called the meeting to order Tuesday, March 10, 2015 at 7:35 p.m. at 109 E. Broadway, Ashland, Missouri. Commissioners in attendance were Greg Batson, Paul Beuselinck, James Branson, Fred Klippel, Jeffrey Sapp and Brad Williamson. Commissioners absent were Scott Miller, and Nikki Courtney.

Also present were City Administrator Josh Hawkins, City Planner Ed Siegmund and Administrative Assistant Megan Young.

2. Chairman Batson called for a motion to approve the March 10, 2015 agenda. Commissioner Beuselinck made a motion to approve the March 10, 2015 agenda. Seconded by Commissioner Sapp. Motion carried unanimously.

3. Chairman Batson made a motion to approve the previous minutes dated February 10, 2015. Motion was made by Commissioner Branson to approve the previous minutes dated February 10, 2015. Seconded by Commissioner Williamson. Motion carried unanimously.

**4. NEW BUSINESS:**

**A). Conditional Use Application, 408 Meadow Lane.**

Alyssa Huskey, Owner - Children's Garden, Lisa Huskey, Business Manager - Children's Garden, and City Planner Ed Siegmund - Mid-Missouri Regional Planning Commission were present.

Ms. Huskey gave a presentation for the parking situation on Meadow Lane, and also some explanations on why they would like to increase the children in the daycare. She cited community needs that they are unable to meet with the current quota of children. Ed Siegmund referred to the Staff Report he presented, and asked the Commissioners to remember that this is a residential neighborhood and not zoned as commercial.

Several of the commissioners asked Ms. Huskey questions about parking on the street, daycare staff, operating hours, fire code safety and state licensing requirements.

1st Motion to approve permit with conditions in Staff Report was made by Commissioner Beuselinck.

2nd Motion to approve permit with conditions in Staff Report was made by Commissioner Branson.

Action: Conditional Use Permit was approved as stipulated in the Conditions for Consideration as noted in the Staff Report from City Planner Ed Siegmund of the Mid-Missouri Regional Planning Commission. The Conditions for Consideration are as follows:

Staff recommends any approval subject to compliance with all applicable codes and ordinances and the following conditions:

1. The Conditional Use Permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest.
2. The applicant must maintain residency at this address.
3. The hours of operation of the child care home shall be limited to between 6:00 a.m. and 9:00 p.m., Monday through Friday, except that up to five children may be cared for overnight.
4. The maximum number of children, that may be cared for in the home at any one time during regular daytime operation shall be ten.
5. The Conditional Use Permit shall maintain a valid license for a Child Care Home from the Missouri Department of Health and Senior Services.
6. Access to adjacent properties or driveway entrances shall not be blocked at any time.
7. The applicant or an assistant must be available to escort children to and from the parents cars in the event that parking is not available.

This recommendation is to approve a Licensed Day Care Home at this location with suggested conditions (1-7) is given. This will match the current State License for the facility, and allow for care of up to 10 children not related to the operator.

Motion carried as follows: Commissioner Greg Batson - aye, Commissioner Beuselinck - aye, Commissioner Branson - aye, Commissioner Klippel - aye, Jeffrey Sapp - abstained and Commissioner Williamson - aye.

**5. OLD BUSINESS:** None.

## **6. DISCUSSION:**

Ed Siegmund and Katrina Williams from the Mid-Missouri Regional Planning Commission were present. Katrina Williams gave a presentation on the Transportation Planning Project. She handed out several maps which covered the following items: Sidewalks in Ashland, the Pednet Audit and functional classification (capacity & traffic flow). Ed said they needed a couple of commissioners to serve on the Transportation Planning Project, it would be 3 meetings, then at the end of April there would be a public discussion and review. Commissioners Batson and Beuselinck volunteered.

## **8. City Administrator's Report:**

City Administrator Josh Hawkins said the city budget and finances look good, Ashland is in a good position. We will do 5 overlays on the streets this year, we will look at the tennis court, widening the fitness trail at the city park, and the Ash St. sidewalk project next year. We will be welcoming two new aldermen soon, and now that the city finances are stable, we can do more city planning.

**9. Guest Comments:** Delia Lipscomb of 409 Meadow Ln, spoke about the streets needing upgraded, she had an overlay put on her street and now she has water runoff going into her basement. She has had to put out sandbags. City Administrator Josh Hawkins asked for her phone number and will give it to the Maintenance Department to look at.

**10. Commissioners' Report:** None.

Chairman Batson called for a motion to adjourn, March 10, 2015, Planning and Zoning Meeting. Commissioner Beuselinck made a motion to adjourn, March 10, 2015, Planning and Zoning Meeting. Seconded by Commissioner Klippel. Motion carried.

Minutes prepared by Megan Young