

Planning and Zoning Commission Meeting

June 23, 2026 - 7 p.m.

New Haven Public Works Facility

205 Industrial Drive

New Haven, MO

Agenda

1. Call to Order
2. Roll Call
3. Approval of minutes, April 28, 2026 meeting, pages 1-2
4. Uses Permitted Upon Review – Auto Sales
 - a. Location: 9461 Highway 100, parcel id# 04-7-35.0-4-003-075.010 (0.316 acres)
 - b. Applicant, Brett Shaiper, requesting approval of the land use for automobile sales, pages 3-11
5. Miscellaneous
 - a. Comprehensive Plan RFP, pages 12-16
 - b. Comprehensive Plan Committee
6. Adjourn

Planning & Zoning Commission Meeting

April 28th, 2026

New Haven Public Works Facility

Meeting called to order by Rob Haussmann at 7:02pm

Roll Call of Members Present: Alan Bell, Ed Shivers, Todd Blanc, Rob Hausmann, & (Via Phone) Phil McKernan

Members Absent: Austin Madden, Commission has 3 vacancies

Staff Members Present: Sarah Skeen, Deborah Williams, & Nick Reed

Others Present: Steve Bertrand- Alderman Ward 2, David Luecke- Mayor, & SISBRO Energy and Norther Star, LLC-Applicant.

Motion to Approve Minutes from February 24, 2026: Alan Bell, 2nd, Todd Blanc

Public Hearing: Public hearing held to discuss ordinance to amend chapter 405 of the municipal code of the city of New Haven, Missouri by repealing existing section 405.725 in its entirety and enacting a new section 405.725 relating to lighting.

Public Comment: None

Motion to close Public Hearing: Alan Bell, 2nd, Todd Blanc

Discussion: The commission decided to pass the ordinance on the board of Alderman for review and final approval. Sarah Skeen to prepare a letter for Phil McKernan to review and sign for board of Alderman recommendation. Board of Alderman meeting to be held on May 11, 2026.

Site Plan Review: Site plan review for 9344 Highway 100, parcel ID number 12- 1-0 1.0 -0- 0 99-00 9.100, 5 acres. Applicant Northern Star Homes LLC, requesting approval of site plan for gas station with drive-through convenience store in C-1 zoning district. Sarah Skeen explained this was the initial phase of the site plan review. The city engineer review produced feedback that was minor and easily corrected with some items needing more work. Nothing found that would require immediate denial. Northern Star Homes LLC brought physical site plans for review and explained proposal for gas station/convenience store with six gas pumps. Approval received from MoDOT for the entrances. Questions were raised about details involving the drive-through and items sold. Northern Star Homes LLC said they will serve made to order food & drink. The drive-through itself will have two separate lanes one lane can function for ordering other can pass around/pick up. Menu board/speaker located on back of the building. The pickup window will be on the east side of the building; this will be a dual window/door to help service dual drive-through. Note that surrounding businesses' driveways were not considered only MoDOTS approval. Sarah Skeen noted minor easements that will need to be added to the site plan. Other concerns expressed: Parking Compliance-Commission could not verify required parking count because restaurant vs. retail square footage and some floor plan dimensions were unclear. Applicant stated seating is limited and agreed to confirm parking compliance; commission requested a clear parking calculation/breakdown chart be added to demonstrate code compliance. Outdoor seating- Clarified outdoor seating is covered with roof/railing but not fully enclosed. Landscaping requirement- Discussed code

requiring landscaped planting strips/islands within the off-street parking facility totaling at least 5% of the parking facility area (separate from perimeter strip requirements). Applicant expressed concern about redesigning parking to add internal islands; indicated they would review the code and either incorporate landscaping within the parking area or pursue a variance if needed. Lighting/photometrics- Photometrics had not yet been submitted; noted the topic is especially salient given the concurrent lighting ordinance work. ADA layout- Recommendation made to reconsider/move ADA spaces to ensure an accessible route; discussion noted tradeoffs with drive-through lane geometry and building protection features. Geotechnical evaluation- Noted as not completed; applicant indicated it would be done during grading and that substantial dirt movement is expected (concern raised about voids/sinkholes).

Utilities- Public works review emphasized concerns around water, sewer, and storm. Sewer main/location shown on drawings may not match actual alignment; noted as likely not affecting the project materially but should be corrected. Water main shutdown constraints discussed: utility staff stated shutdown should be limited (no longer than half a day; later clarified up to ~4 hours), and coordination would be required. Potential need for cut-in valves vs. extended shutdowns was raised. Fire protection- Discussion about adding a fire hydrant on/near the site due to lack of nearby hydrants; applicant noted cost but acknowledged it may be required/beneficial. Commission suggested applicants/City coordinate with the fire department for review; Nick Reed indicated he would reach out.

Motion approved to move the site plan forward with conditions/comments to be addressed, without returning to Planning & Zoning; and sending it for Board of Aldermen approval: Alan Bell, 2nd, Rob Hausmann

Uses Permitted Upon Review: 9344 Highway 100, applicant SIS BRO Energy requesting approval for drive through convenience store in a C-1 zoning district.

Motion to approve Uses Permitted Upon Review Application: Ed Shivers, 2nd, Alan Bell.

Motion to Adjourn: Todd Blanc, 2nd, Alan Bell

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Deborah Williams", with a stylized, flowing script.

Deborah Williams, City Clerk

CITY OF NEW HAVEN

WWW.NEWHAVENMO.ORG

101 FRONT STREET

PO BOX 236

NEW HAVEN, MO 63068



PHONE 573-500-2530

INFO@NEWHAVENMO.ORG

FAX 573-237-4696

Uses Permitted Upon Review and Approval Application

Please print or type

Applicant Information:

Name: Brett Shaiper Date: 6-2-26

Address: 5910 Vedder Rd

City: New Haven State: MO Zip Code: 63068

Phone: 636-466-1618 Email: RSidemotors@gmail.com

Property Information for Use:

Property Address: 9461 Hwy 100 New Haven, MO 63068

Property Tax ID # 04-7-350-4-003-075010

Total Acreage: 0.316 Present Zoning Classification: C-1 Legal Description: _____

Present Use: Fast Food Franchise Proposed Use: Automobile Sales

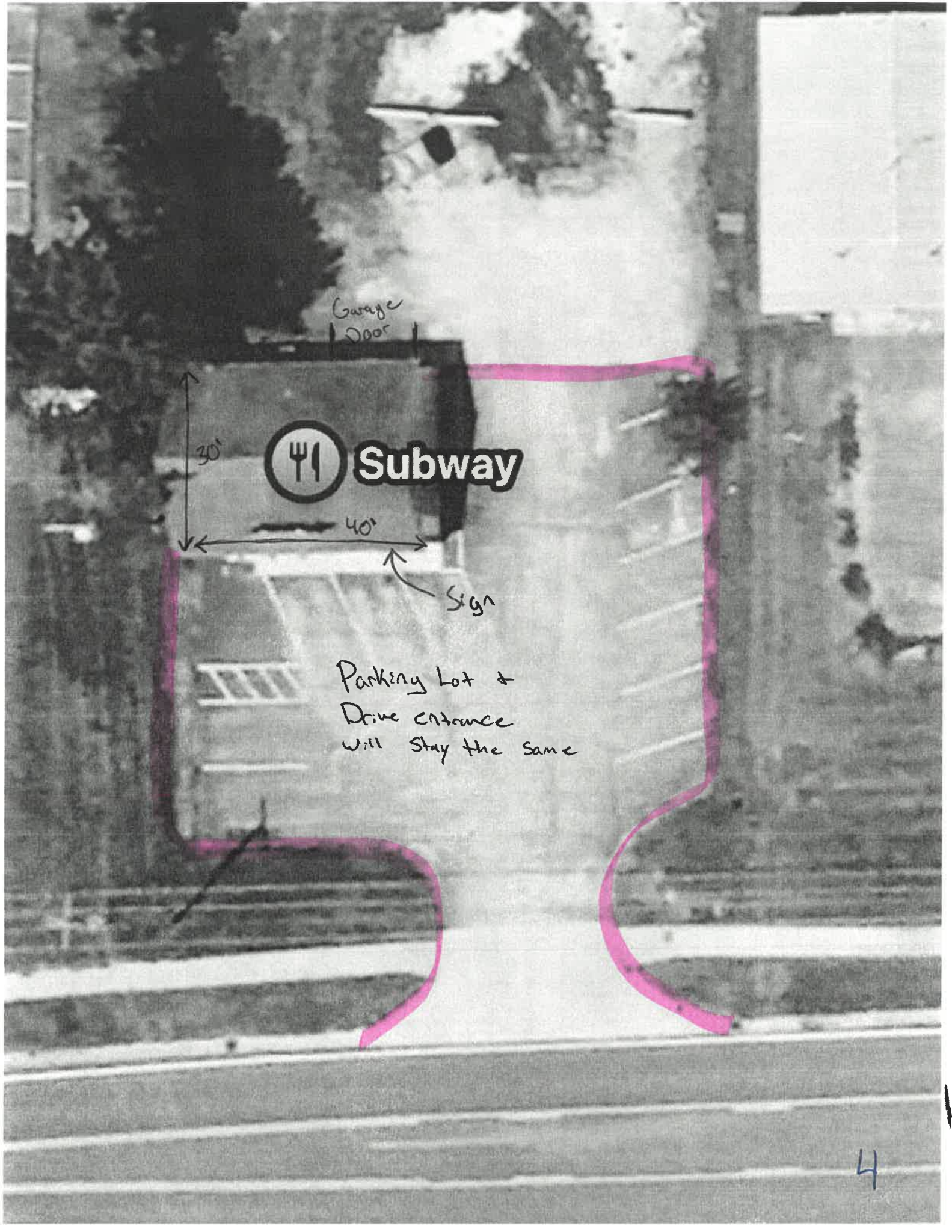
You must submit the following:

1. A completed application form
2. A site plan drawn to scale showing the following:
 - a. The legal description of the property
 - b. The exterior property line
 - c. The location, size, and use of all existing and/or proposed structures
 - d. The location of all easements, right of way, and setbacks
 - e. The location of existing and/or proposed parking spaces and drive entrances
 - f. The location of existing and/or proposed screening fences and signage
 - g. The location of existing sanitary and storm sewers, water mains, culverts, and other underground structures
 - h. Any other information which would be helpful to the Planning and Zoning Commission in consideration of this application

Please note: The City reserves the right to require additional information if necessary for evaluation of the permit application

Please Sign and Date:

Applicant(s) Signature: Brett Shaiper Date: 6-2-26



Garage
Door

30'

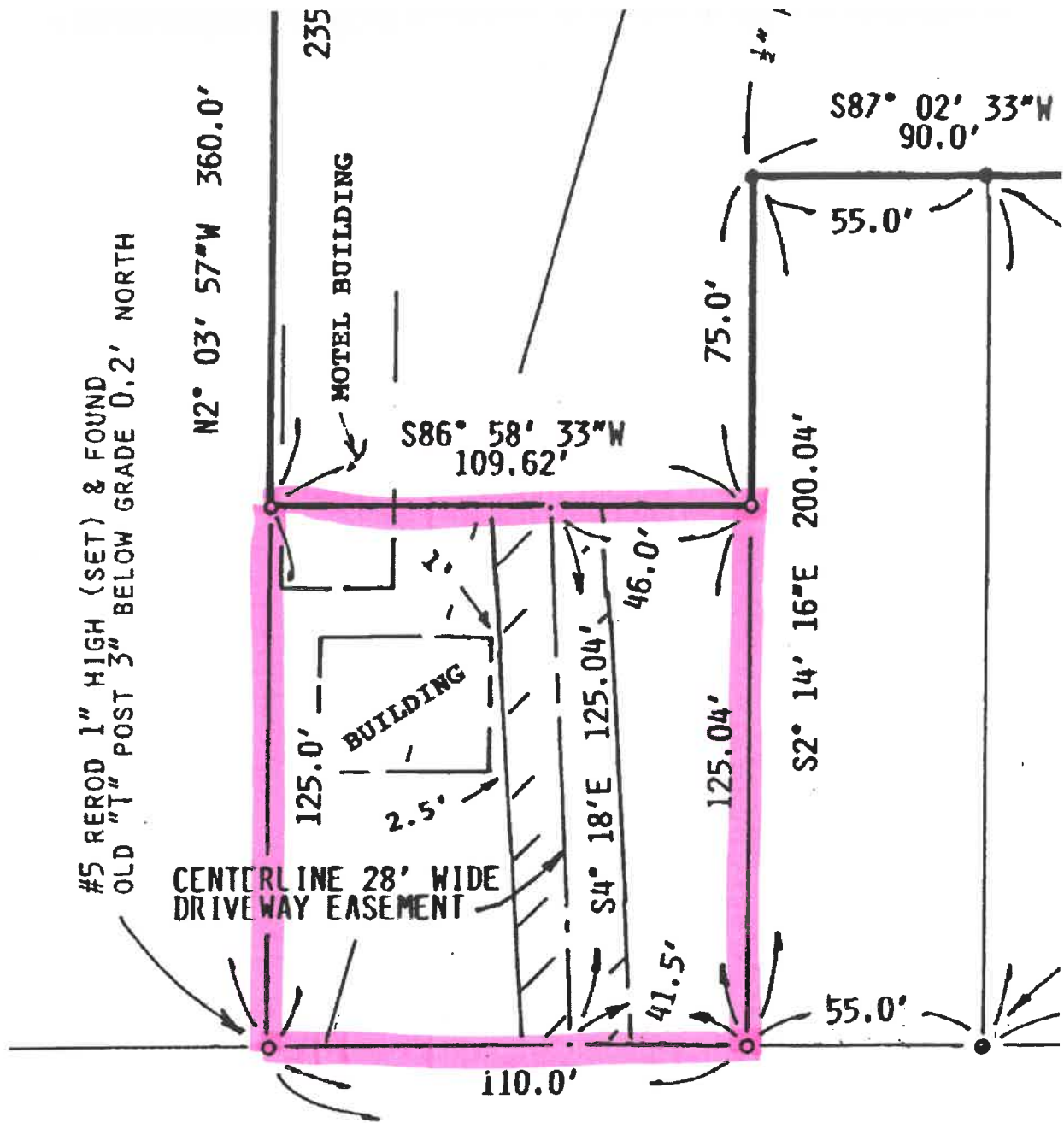


Subway

40'

Sign

Parking Lot &
Drive entrance
will stay the same



9461 Highway 100, C-1 Zoning District
04-7-35.0-4-003-075.010

Use Permitted Upon Review – Automobile Sales



Chapter 405. Zoning Regulations

Article V. Use Regulations By Zoning District

Section 405.190. Zoning District "C-1" General Commercial.

[Ord. No. 918 §2, 5-1-2008; Ord. No. 1030 §1, 3-12-2012; Ord. No. 1051 §2, 3-11-2013; Ord. No. 1127 §1, 9-14-2015; Ord. No. 1286, 7-8-2019; Ord. No. 1428, 3-13-2023; Ord. No. 1486, 5-12-2025]

A. *Permitted Uses.* All buildings and land within a "C-1" zoning district shall be limited to the following uses:

1. All non-residential uses permitted in the "R-3" Multi-Family District.
2. Ambulance service offices or garages.
3. Amusement enterprises.
4. Banks and savings and loan companies.
5. Barbershops and beauty shops.
6. Car wash establishments.
7. Dance halls.
8. Dental laboratories.
9. Department stores.
10. Drug stores.
11. Feed and seed stores.
12. Fuel outlets.
13. Furniture repair and upholstery shops.
14. Golf courses — miniature and practice range.
15. Grocery stores and supermarkets.
16. Guest house. A residential dwelling, either owner-occupied or non-owner occupied, that exists as of the effective date of this Section and which is used as temporary lodging for hire by travelers, tourists and other overnight guests. The length of stay shall not exceed ten (10) days in any thirty (30) day period. A guest house shall be considered a commercial activity and shall be subject to all ordinances and regulations governing commercial activity in the City.
Exception: A guest house that is located within fifty (50) feet, exclusive of public rights-of-way, of a residentially zoned property shall be subject to review and approval by the Planning and Zoning Commission.
17. Heating, air conditioning and plumbing shops.

18. Interior decorating and furniture sales.
19. Ice plants.
20. Laboratories.
21. Laundry and dry cleaning establishments employing not more than five (5) persons.
22. Liquor stores.
23. (Reserved)
24. Music, radio or television shops.
25. Offices and clinics.
26. Paint stores.
27. Printing.
28. Restaurants (other than drive-through).
29. Retail and wholesale shops.
30. (Reserved)
31. Medical marijuana dispensary facility.
32. Microbusiness dispensary facility.

Any other use which is determined by the Planning Commission to be of the same general character as the above mentioned.

Uses Permitted Upon Review And Approval By The Planning And Zoning Commission.

1. Automobile sales.
2. Boat sales.
3. Cabinet shops.
4. Farm implements sales and services.
5. Funeral homes and mortuaries.
6. Home occupations.
7. Mobile homes sales.
8. Nurseries and garden supplies.
9. Residential uses.
10. Restaurants (drive-through).
11. Storage buildings.

Special Use Permit Required.

1. Bus terminals.
2. Communication tower.
3. Fireworks stands.
4. Hospitals.
5. Lumberyards.
6. Motels and hotels.
7. Payday and title loan businesses.
8. Service stations or gas stations including repair garages.
9. Theaters.

33. Museums.

- B. *Coverage.* Main and accessory buildings shall not cover more than thirty percent (30%) of the site.
- C. *Water Supply And Sewage System.* Each lot within a "C-1" zoning district shall be served by a public water supply and a public sewer system.
- D. *Parking Regulations.* Off-street parking and loading space shall be provided in accordance with the requirements set forth in Article **X** of this Chapter.
- E. *Dimensional Requirements.* Minimum width, depth and minimum lot size shall be provided in accordance with the requirements set forth in Article **VI** of this Chapter.

Chapter 405. Zoning Regulations

Article X. Off-Street Parking and Loading Requirements

Section 405.710. Off-Street Parking Criteria.

[Ord. No. 918 §2, 5-1-2008; Ord. No. 1051 §6, 3-11-2013]

A. The minimum number of required spaces shall be determined by the following criteria: (In addition, a developer shall evaluate his/her own needs to determine if they are greater than the minimum specified in this Chapter.)

1. Uses permitted in an "A-1", "R-1a", "R-1b", "R-1c" or "R-3" zoning district.
 - a. *Single-family residential dwellings.* Two (2) parking spaces per dwelling unit.
 - b. *Two-family residential dwellings.* Two (2) parking spaces per dwelling unit.
 - c. *Multi-family residential dwellings.* Two (2) parking spaces per dwelling unit.
 - d. *Churches.* One (1) parking space for each four (4) seats in the principal place of assembly.
 - e. *Home occupation.* As determined by the Planning and Zoning Commission.
 - f. *Public buildings.*
 - (1) *Schools.* One (1) space for each staff member and employee. In case of secondary schools, one (1) additional parking space for each eight (8) students in grades 9 — 12 shall be provided.
 - (2) *Community centers, libraries, galleries and museums.* Ten (10) parking spaces and one (1) additional parking space for each three hundred (300) square feet of floor space.
 - (3) *Stadiums.* One (1) parking space for each three (3) spectator seats.
 - g. *Hospitals.* One (1) parking space for each employee and one (1) additional parking space for each four (4) patient beds.
 - h. *Golf courses.* Forty (40) parking spaces.
2. Uses permitted in a "C-1", "C-2" or "C-3" zoning district.
 - a. *Single-family residential dwellings.* Two (2) parking spaces per dwelling unit.
 - b. *Two-family residential dwellings.* Two (2) parking spaces per dwelling unit.
 - c. *Multi-family residential dwellings.* Two (2) parking spaces per dwelling unit.
 - d. *Public buildings.*
 - (1) *Schools.* One (1) space for each staff member and employee. In case of secondary schools, one (1) additional parking space for each eight (8) students in grades 9 — 12

shall be provided.

- (2) *Community centers, libraries, galleries and museums.* Ten (10) parking spaces and one (1) additional parking space for each three hundred (300) square feet of floor space.
- (3) *Stadiums.* One (1) parking space for each three (3) spectator seats.
- e. *Rooming houses and boarding houses.* Two (2) parking spaces and (1) additional space for each roomer or boarder.
- f. *Retail business and service establishments.* One (1) space for each company vehicle and one (1) space for each two hundred fifty (250) square feet of gross floor area.
- g. *Service stations.* Two (2) parking spaces for each gas pump and three (3) spaces for each grease rack.
- h. *Restaurant, cafe, nightclub or similar establishment.* One (1) parking space for every two (2) employees and one (1) additional space for each one hundred (100) square feet of gross floor area.
- i. *Office building, banks and similar institutions.* One (1) parking space for each two hundred (200) square feet of gross floor area.
- j. *Auto sales and garages.* One (1) parking space for each employee and four (4) spaces for each maintenance stall.
- k. *Pool halls, bowling alleys and similar recreational facilities.* One (1) parking space for each two hundred (200) square feet of gross floor area.
- l. *Funeral homes.* One (1) parking space for each two hundred (200) square feet of gross floor area.
- m. *Motels and hotels.* One (1) space for each employee and one (1) parking space for each rental unit.
- n. *Theaters.* One (1) space for every two (2) seats.
- 3. Uses permitted in an "I-1" or "I-2" zoning district.
 - a. *Manufacturing industries.* One (1) parking space for each employee on the largest shift and one (1) space for each company vehicle.
 - b. *Wholesale, retail and commercial storage.* One (1) parking space for each employee and one (1) space for each company vehicle stored at the site.



REQUEST FOR PROPOSALS

2027-2037 COMPREHENSIVE PLAN

City of New Haven
101 Front Street
New Haven, MO 63068
573-500-2530

REQUEST FOR PROPOSALS – COMPREHENSIVE PLAN

Date – June 8, 2026
City of New Haven
Request for Proposals – Comprehensive Plan

The City of New Haven is seeking proposals from qualified planning firms to complete a new 10 Year Comprehensive Plan for 2027-2037. Proposals must be sealed and clearly marked “**Comprehensive Plan**” and mailed to:

City of New Haven
101 Front Street, P.O. Box 236
New Haven, Missouri, 63068
Attention: Sarah Skeen – City Comprehensive Plan.

Interested parties must submit one (1) digital and five (5) hard copies of the proposal to the City. All proposals must be submitted by 1pm on July 10th, 2026, to:

Electronic proposals with subject line **Comprehensive Plan Proposal** can be emailed by such time to sarah.skeen@newhavenmo.org. All submitted materials will be made available for public review immediately following the submittal deadline.

Anticipated RFP Timeline

Submittal Deadline/Bid Opening:	1pm, Friday July 10 th , 2026
Staff Review of Firms:	July 10 th – July 17 th , 2026
Planning and Zoning Presentations/Q&A:	7pm, Tuesday July 28 th , 2026
Recommendations to Board of Aldermen:	7pm, Monday August 10 th , 2026
Approval of Final Contract:	September 2026
Comprehensive Plan Adoption	July 2027

Background

The City of New Haven is located on the southern bank of the Missouri River in Franklin County, Missouri, a first-class county with nearly 105,000 residents as of the 2020 Census. New Haven, a fourth-class city, had more than 2,400 residents in 2020, with a median age of 37 and a median household income of \$71,306. The City covers approximately 3 square miles, includes 1,050 households, and operates under a City Administrator form of government, with legislative authority vested in the Mayor and four-member Board of Aldermen.

Local government services include police protection, emergency management, water, wastewater, natural gas, building code enforcement, trash and recycling service, compost center, street maintenance, stormwater maintenance, snow removal, and parks and recreation services (managed through a dedicated Park Board), including several parks, ball fields, and a municipal pool.

In 2006, the City hired The Lang Gang, Inc. to complete the current Vision 2020 Comprehensive Plan¹. This included recommendations for code amendments including the adoption of two overlay districts (Highway 100 corridor and the Historic District). The City adopted the Downtown Strategic Plan¹ in June 2015 with the guidance of the Downtown Revitalization and Economic Assistance for Missouri (DREAM) Initiative. In 2019, the Downtown Community Improvement District was established imposing a ½% sales and use tax to fund downtown improvements. This revenue funds the promotion and marketing of Downtown New Haven as a destination and assists Downtown New Haven, Inc and the City in the production and management of special events in the District, as well as assists, implements, and/or maintains the Downtown Site Plan Improvements as described in the 2015 Dream Initiative's Downtown Strategic Plan, Goal No. 4¹.

¹The Vision 2020 Comprehensive Plan and the Downtown Strategic Plan can be found on the city website – www.newhavenmo.org

Comprehensive Plan Contents

The City of New Haven Comprehensive Plan would include assembling and analyzing data regarding all of the existing conditions within the City of New Haven. This data will be used to develop policies, strategies, actions, and an implementation plan to guide future development and decision making within the community within a 10-year timeframe. Firms are encouraged to visit New Haven to collect data in preparation of developing proposals. In addition, the City would like to incorporate the following specialized content into the comprehensive plan:

1. *Economically Sustainable Land Use/Zoning*

- a. Document existing land use, develop future land use plan, with an appropriate balance of commercial and residential uses and mixed use where appropriate. This plan should also consider the future sites of public facilities such as parks, etc.
- b. This plan should include policies and action steps for implementation to guide future development and land use decisions, including proposals and policy for land annexation.

REQUEST FOR PROPOSALS – COMPREHENSIVE PLAN

- c. New zoning districts with consideration given to retrofit the principles of “New Urbanism” in the City’s current footprint through manageable Form Based Codes.
- d. Ability to include long range goals for all departments including but not limited to public works, parks and recreation, and an economic development strategy.

2. Master Street Plan/Transportation

- a. A street plan with a focus on the location of current and future arterials and collector routes to promote connectivity within the community incorporating complete/livable street elements and corridors.
- b. Strategies for incorporating evolving transportation technology and innovations into future development.

3. Development Scenarios

- a. The plan should evaluate multiple development scenarios most fitting for community expansion and growth over the next 10-20 years. These scenarios should evaluate the cost/benefit of a variety of future growth patterns, including industrial growth vs. commercial growth, low density vs. high density residential growth.
- b. The plan should include an impact analysis of development on current water and wastewater facilities.
- c. The development plan should include an updated land use/zoning map that can be integrated into GIS.

4. Downtown Revitalization

- a. The plan should include policies and action steps for implementation of the Dream Initiative, expanding current efforts to obtain additional public and private reinvestment in Downtown.

5. Additional Requirements

- a. Organize and facilitate both in-person and online public comment periods
- b. Organize and facilitate planning meetings with the Planning and Zoning Commission, City Staff, and Board of Aldermen
- c. Create Goals and Objectives prioritized from data collection and analysis
- d. Develop a reasonable timeline for implementation of Goals and Objectives
- e. Provide examples of final product that can be easily utilized by the public
- f. Provide references from past projects with similar scope of work
- g. Schedule of Project to be able to launch new comprehensive plan by July 1st, 2027

REQUEST FOR PROPOSALS – COMPREHENSIVE PLAN

- h. Provide a reasonable project cost, itemized by task

Notwithstanding any provision hereof to the contrary, all alternative bids and proposals will be considered.

Evaluation Criteria

The steering committee will evaluate the initial review based on a variety of factors including, but not limited to:

- Firm's experience with projects of similar size, scope, and complexity
- Firm's experience in meeting similar project goals
- Firm's experience in incorporating active public participation in similar projects
- Firm's ability to carry out the proposed scope of the plan within the identified budget
- Firm's proposed project budget
- Firm's proposed project timeline
- Firm's references

For any questions, call Sarah Skeen, City Administrator, at 573-500-2577 or email sarah.skeen@newhavenmo.org

The City retains the right to amend the request for qualifications at any time. Should a change in this RFP be necessary, such change will be posted as an amendment to this RFP under the open bids section of the City's website at www.newhavenmo.org

Please note: The City will not reimburse recipients of the RFP for costs incurred in preparing proposals, meetings with City staff, and presentations to the selections committee and / or Board of Aldermen, if any.

The City reserves the right to reject any and all proposals, to waive any informalities, and to negotiate directly with any respondent.