

Planning and Zoning Commission Meeting

August 25, 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
 - a. July 28, 2026 meeting, pages 1-2
4. Commission Discussion
 - a. Comprehensive Plan Consultant Selection
5. Miscellaneous
6. Adjourn

Planning & Zoning Commission Meeting

July 28th, 2026

New Haven Public Works Facility

Meeting called to order by Phil McKernan at 7:03pm

Roll Call of Members Present: Alan Bell, John Cassidy, Ed Shivers, Austin Madden, Larry Nolte, Phil McKernan, Rob Hausmann, Todd Blanc

Members Absent: Eric Heimos

Staff Members Present: Sarah Skeen- City Administrator, Deborah Williams- City Clerk, and Nick Reed- Building Inspector

Others Present: David Luecke-Mayor, Steve Bertrand -Alderman

Motion to Approve Minutes from June 23rd, 2026: Austin Madden, 2nd, Alan Bell

Public Hearing:

Chapter 405, Sections 405.140-180 and Section 405.420, Home Occupations- No Public Comment.

Chapter 405, Section 405.190, C-1 (General Commercial) Zoning District- No Public Comment.

Title IV Land Use, Appendix A, Planning & Zoning Fee Schedule- No Public Comment.

Motion to Close Public Hearing: Todd Blanc, 2nd Ed Shivers

Commission Discussion: Text Amendments

Chapter 405, Sections 405.140-180 and Section 405.420, Home Occupations- Sarah Skeen detailed minor tweaks to the Home Occupation ordinance following a consultation with the city Attorney. Regarding the R-2 two-family residential zoning district will be edited to repeal the "uses permitted upon review" section, as home occupations were the only item listed there. Noted that a previous mention of modular housing in the R-2 section was an error and would be removed. The ordinance will be streamlined to remove the "Definition" and "Purpose of Regulation" subsections, as no changes are being made to those existing parts of the code. Business license requirements for home occupations are being removed to align with state statutes, which prohibit cities from requiring them for home-based businesses. The commission agreed to remove the 25% floor area limit for home occupations, as the Building Inspector, Nick Reed, noted it was too intrusive to enforce and measure inside residents' homes. Nuisance regulations regarding noise, smells, trash, and outdoor storage remain in place to protect neighborhood welfare.

Motion to approve amendments to Chapter 405, Sections 405.140-180 and Section 405.420, Home Occupations and send to Board of Aldermen for final approval: Rob Hausmann, 2nd Austin Madden.

Chapter 405, Section 405.190, C-1 (General Commercial) Zoning District- No discussion.

Motion to approve changes to Chapter 405, Section 405.190, C-1 (General Commercial) Zoning District and send to Board of Aldermen for final approval: Todd Blanc, 2nd Alan Bell.

Title IV Land Use, Appendix A, Planning & Zoning Fee Schedule- Revised fee schedule, noting that most fees had not been updated since 2013. A new fee for annexation was introduced at \$250 to cover the staff work and public hearing requirements, bringing it in line with zoning changes and special use permits. The Board of Adjustment variance and interpretation fees were consolidated since they involve the same administrative process. Condominium plot reviews were merged with subdivision plot reviews to eliminate duplication. Residential occupancy inspection fees were set at \$40, and a new commercial inspection fee was established at \$50 to reflect the higher level of expertise required. Street excavation permits were updated to ensure the city recovers costs for staff time spent inspecting and fixing mistakes made during excavation. Initially proposed a \$500 fee for Planned Unit Developments but noted the attorney suggested it was far too low to cover engineering review costs. Commission discussed increasing the fee to \$1,500 to ensure cost recovery, noting that developers of large projects are unlikely to be deterred by this amount compared to higher fees in nearby cities. Commission decided to set the PUD fee at \$1,500 for the first five acres, with an additional provision to bill the developer for actual engineering and staff costs incurred beyond five acres.

Motion to approve changes to Title IV Land Use, Appendix A, Planning & Zoning Fee Schedule with additional changes to Planned Unit Developments and send to the Board of Aldermen for final approval: Austin Madden, 2nd Alan Bell

Miscellaneous: Alan Bell expressed concern about the physical layout of the meeting room, suggesting that the current shape makes it difficult for everyone to feel part of the group. Commission discussed various table configurations, including a round table or shifting the tables to face the public spectators differently.

Motion to Adjourn at 7:30 p.m.: Austin Madden, 2nd Ed Shivers

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Deborah Williams", with a long horizontal flourish extending to the right.

Deborah Williams, City Clerk