

AGENDA

**The City of Rolla
Planning & Zoning Commission
City Council Chambers, 1st Floor
901 North Elm Street
Tuesday, July 15, 2025 at 5:30 PM**

Commission Members:

**Chairman Russell Schmidt, Secretary/Vice-Chairman Monty Jordan,
City Council Representative Nathan Chirban,
Kevin Crider, Janece Martin, Monte Shields, Steve Davis, Don Morris, VACANT**

- I. APPROVE MINUTES:** Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, June 10, 2025
- II. REPORT ON RECENT CITY COUNCIL ACTIONS:**
1. **VAC25-04:** Vacation of a portion of 11th Street generally located west of Powell Street
- III. PUBLIC HEARING:**
1. **ZON25-05:** Rezoning (Map Amendment) of 931 Meriweather Rd from R-3, Multi-family Residential to the P, Public district
- IV. NEW BUSINESS:** **NONE**
- V. OLD BUSINESS:**
1. **ZON25-04:** Rezoning (Map Amendment) of 112 W Lions Club Rd from R-1, Suburban Residential to the C-2, General Commercial district **WITHDRAWN BY APPLICANT**
- VI. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE, OR STAFF:** **NONE**
- VII. CITIZEN COMMENTS:**

NEXT MEETING DATE:

Tuesday, August 12, 2025

**MINUTES
ROLLA PLANNING AND ZONING COMMISSION MEETING
ROLLA CITY HALL COUNCIL CHAMBERS
TUESDAY, JUNE 10, 2025**

Presiding: Russell Schmidt, Chairperson

Commission Members Present: Nathan Chirban, Kevin Crider, Monty Jordan & Monte Shields

Commission Members Absent: Steve Davis, Janece Martin, Don Morris & One Vacancy

- I. APPROVE MINUTES:** Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, May 13, 2025.
The minutes are approved unanimously by a voice vote.

II. REPORT ON RECENT CITY COUNCIL ACTIONS:

1. **CUP25-01:** Conditional Use Permit to allow a church on a lot greater than one acre in the R-1, Suburban Residential district.
2. **TXT25-01:** Text Amendment to Chapter 42, Planning and Zoning of the City of Rolla Ordinances Section 42-344 through 42-346, pertaining to signage regulations.

City Planner Tom Coots presents the report.

III. PUBLIC HEARING:

1. **ZON25-04:** Rezoning (Map Amendment) of 112 W Lions Club Rd from R-1, Suburban Residential to the C-2, General Commercial district.

Chairperson Schmidt opens the public hearing at 5:32.

City Planner Tom Coots presents the staff report.

There was a discussion regarding easements, who is responsible for paving the easement and who can use, or does use the easement.

Chairperson Schmidt asks for owner comments at 5:40.

Greg Flint residing at 11620 Forest Lake Drive, Rolla shared that since he has commercial property in front of his property he would like to change his property to commercial for future use. He would like to put some commercial buildings on the property.

Chairperson Schmidt asks for citizen comments at 5:50.

Michael Weber residing at 2453 South Elm Road, Marshfield, Mo shared his concerns that if the property changed to commercial there would be a lot more traffic right by the residential houses next to this property.

There was a discussion on how much acreage the property has, who has access to the easement, how much of the easement would need to be paved for fire access and the possibility of having to put a water line in for a fire hydrant.

The public hearing was closed at 6:07.

There was a discussion on what uses could go into a C-2 zoning and if C-1 would be a better option.

The public hearing was re-opened at 6:13.

Gayle Bodenhamer residing at 1409 Timberlane Court shared she would like to continue to have a neighborhood feel to the area.

The public hearing was closed at 6:15.

A motion was made by Chirban and seconded by Crider to continue Rezoning (Map Amendment) of 112 W Lions Club Road from R-1, Suburban Residential to the C-2, General Commercial district until the next meeting on Tuesday, July 15, 2025. A roll call vote on the motion showed the following. Ayes: Chirban, Crider, Jordan and Shields. Nays: None. Absent: Davis, Martin and Morris. The motion passes.

2. VAC25-04: Vacation of a portion of 11th Street generally located west of Powell Street.

Chairperson Schmidt opens the public hearing at 6:20.

City Planner Tom Coots presents the staff report.

The public hearing was closed at 6:24 with no citizen comments.

A motion was made by Jordan and seconded by Shields to recommend City Council approves the vacation of a portion of 11th Street generally located west of Powell Street. A roll call vote on the motion showed the following. Ayes: Chirban, Crider, Jordan and Shields. Nays: None. Absent: Davis, Martin and Morris. The motion passes.

IV. NEW BUSINESS: NONE

IV. OLD BUSINESS: NONE

V. OTHER BUSINESS/REPORTS FROM THE CHAIRPERSON, COMMITTEE OR STAFF: NONE

VII. CITIZEN COMMENTS: NONE

Meeting adjourned: 6:25 p.m.

Minutes prepared by: Cindy Brown

NEXT MEETING:

Tuesday, July 15, 2025



Report to:

**Planning and Zoning
Commission**

Case No.: ZON25-05

Meeting Date: July 15, 2025

Subject: Map Amendment to rezone 931 Meriweather Rd from the R-3, Multi-family Residential district to the P, Public district

Background: The applicant is Rolla Municipal Utilities, which is a public utility provider. Although under the purview of the city, RMU operates as a separate entity from the City of Rolla. RMU recently purchased the subject property and intends to use the property for a booster pump station to maintain water pressure in the area. The pumps would be located inside a proposed building.

The P, Public zoning district is intended for governmental and public/semi-public uses. The zoning ordinance and state law requires that the Planning and Zoning Commission review certain public facilities for compliance with the Comprehensive Plan.

Application and Notice:

Applicant- Rolla Municipal Utilities (RMU)
Owner - City of Rolla
Public Notice - Letters mailed to property owners within 300 feet; Legal ad in the Phelps County Focus; signage posted on the property; <https://www.rollacity.org/agenda.shtml>
City Council Date - July 21, 2025

Property Details:

Current zoning - R-3, Multi-family Residential; to be rezoned to P, Public
Current use - vacant/undeveloped
Proposed use - Public (water utility infrastructure)
Land area - About 25,800 square feet

Public Facilities/Improvements:

Streets - The subject property has frontage on Meriweather Rd, a local street; and frontage on White Columns Drive, a collector street, however the lot is not proposed to access White Columns Drive due to terrain.
Sidewalks - No sidewalks currently exist along the White Columns Drive frontage, although a sidewalk is located on the opposite side of the street. No sidewalk is required along the Meriweather Rd frontage.
Utilities - The subject property should have access to all needed public utilities. Water infrastructure in the area is being constructed in conjunction with the booster pump station.

Comprehensive Plan: The Comprehensive Plan designates the property as being appropriate for Medium/High density residential uses. Page 87-89 of the Comprehensive Plan does provide guidance regarding the development of water infrastructure. Infrastructure which supports the existing developed areas of the city is encouraged.

Discussion: The request may be reviewed for compliance with the Comprehensive Plan and any potential mitigation to the adjacent property owners. The pump would be located inside a building, minimizing the sound. As many trees as possible will be retained on the White Columns Rd frontage and the side property lines, screening the site from view and further reducing the sound. The pump station must be located in the vicinity to tie in with the water system and provide the water pressure needed.

Review and Approval Criteria:

A rezoning application must be reviewed to ensure that the following criteria are considered:

1. Whether the proposed zoning district classification is consistent with the intent of the Rolla Comprehensive Plan;
2. Whether there are any changed or changing conditions in the neighborhood affected that make the proposed rezoning necessary or desirable from an overall community development perspective;
3. Whether the range of uses in the proposed zoning district classification are compatible with the uses permitted on other property in the immediate vicinity;
4. Whether a reasonably viable economic use of the subject property will be precluded if the proposed rezoning is denied creating an economic hardship; and
5. Relevant information submitted at the public hearing.

The Planning and Zoning Commission may approve the site plan, require specific changes to the plan, disapprove the site plan, or may defer approval to the City Council. The City Council may review the requirements made by the Planning and Zoning Commission and may overturn any requirements or disapproval by a 2/3 majority vote.

Findings:

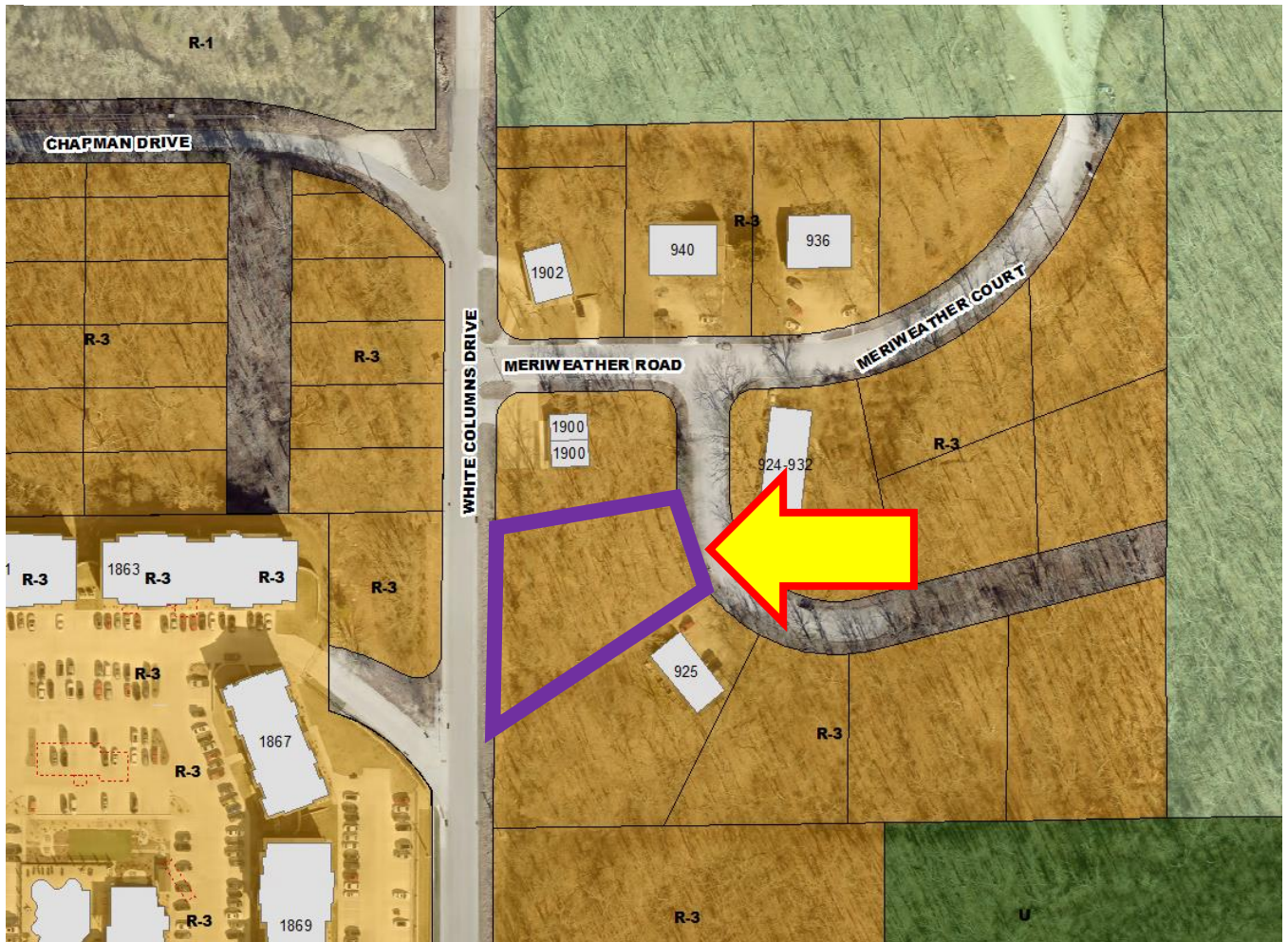
1. The Comprehensive Plan does encourage improvements of water utility infrastructure in the existing developed areas of the city.
2. The proposed water utility infrastructure improvements are necessary to provide adequate services for existing residents and potential future development in the area.
3. The development of the site should have a minimal impact on the surrounding property owners.

Potential Motions:

1. Find the request meets the criteria for approval; approve the proposed site development plan; and recommend the City Council approve the request for a map amendment (rezoning) of the subject property.
2. Find the request meets the criteria for approval; approve the proposed site development plan with specified requirements; and recommend the City Council approve the request for a map amendment (rezoning) of the subject property.
3. Find that the proposed site development plan is not acceptable as presented; disapprove the site development plan; recommend the City Council review the site plan and rezoning.
4. Find that additional information and discussion is needed prior to making a recommendation and table the request to a certain date.

Prepared by: Tom Coots, City Planner

Attachments: Public Notice Letter; Site Plan



Project Information:

Case No: ZON25-05
 Location: 931 Meriweather Rd
 Applicant: Rolla Municipal Utilities
 Request:
 Rezoning from R-3, Multi-family Residential to P, Public



Public Hearings:

Planning and Zoning
 Commission
July 15, 2025
5:30 PM
 City Hall: 1st Floor

 City Council
July 21, 2025
6:30 PM
 City Hall: 1st Floor



For More Information Contact:

Tom Coots, City Planner
tcoots@rollacity.org

(573) 426-6974
 901 North Elm Street
 City Hall: 2nd Floor
 8:00 – 5:00 P.M.
 Monday - Friday



Who and What is the Planning and Zoning Commission?

The Planning and Zoning Commission is an appointed group of citizens from Rolla who are charged with hearing and deciding land use applications, such as zoning and subdivisions. The Commission takes testimony and makes a recommendation to the City Council.

What is a Rezoning (Map Amendment)?

A Rezoning is a request to change the zoning of a property from one zoning district to another. Usually a rezoning would allow for a property to be used differently than in the past, or may allow for development or redevelopment.

What is Zoning?

The City of Rolla has adopted zoning regulations that divide the city into separate areas that allow for specified uses of property. For example, generally only residential uses are allowed in residential zones; commercial uses in commercial zones; etc..

How Will This Impact My Property?

Each case is different. Adjacent properties are more likely to be impacted. Please contact the Community Development Office at (573) 426-6974 if you have any questions.

What If I Have Concerns About the Proposal?

If you have any concerns or comments, please try to attend the meeting. You may learn details about the project at the meeting. You will be given an opportunity to ask questions or make comments.

You do have the right to gather signatures for a petition. If a petition is received by 30% of the land owners (by land area) within 185 feet of the subject property, such request would require approval of 2/3 of the City Councilors. Please contact the Community Development Office for a property owner list.

What If I Cannot Attend the Meeting?

Please try to attend the meeting if you have any questions or concerns. However, if you are unable to attend the meeting, you may provide written comments by letter or email. These comments will be presented to the Board.

What If I Have More Questions?

Please contact the Community Development Office if you have any additional questions.

LEGAL DESCRIPTION

Sylvan Hills Subdivision 1, Lot 14, City of Rolla, Phelps County, Missouri



