

# Agenda

## PLANNING AND ZONING MEETING NOTICE

Notice is hereby given that the Planning and Zoning Commission of the City of Seligman, Missouri, will conduct a Regular meeting beginning at 7:00 P.M. on July 21st, 2025, at City Hall, 29144 Main Street, Seligman, MO 65745.

***\*\*Discussion will be held on agenda items only\*\****

### **AGENDA**

Approve Minutes from June 16th, 2025

Member Attendance - Discuss member who have been absent the last few months

RV Park – (Ron Corn Park)

Conditions or regulations required (to include but not limited to facilities, lot sizes, equipment, amenities, lighting, solid waste location, vehicles, parking)

Definitions in code discussion

Sidewall definition, how measured

Permit required when discussion

Before permanent foundation or footing is constructed

Billboard advertisement permitted use

Property owner wants to change the zoning of a R-1 property to commercial and install a billboard to advertise

Audience – (3 minutes permitted)

None

*News Media may obtain copies of this notice by contacting the City clerk at Seligman City Hall, 29144 Main St., Seligman, MO 65745, 417-662-3600 phone, 833-277-7002 fax*

***Posted July 16th, 2025 at City Hall (\_\_\_ 4:30pm \_\_\_)***

# 6/16/25 MEETING MINUTES



Call to Order      7:06pm

Present      Tanis, Brown, McKinney, Bloodmoon, Avers, Tabor

Absent      Henson, Smith, Bermingham

Minutes Approval      Minutes reviewed, Motion to approve the minutes. Brown, Second Tabor, Aye All  
Nay None

## Regular Agenda (*Tentative*)

- Chairman position - must be a citizen member
  - Discussion of why and who can be the chairman.
  - Motion to elect Mike Brown as the Chairman. Tanis, Second Bloodmoon, Aye All Nay None
- Additional seats
  - Since Mike Brown is the Chairman a new Vice Chairman needs to be elected.
  - Motion to elect Tom Tabor as the Vice Chairman. Avers, Second Brown, Aye All Nay Tabor
- RV Park - Proposed by Ron Corn
  - Reviewed Ron Corn's site map and park rules.
  - Discussed the zoning district in code that RV parks would be permitted in.
  - Motion to recommend adding Recreational parks to the C-2 permitted uses, a special use permit is required along with an agreement of the conditions and regulations the City requires in order to operate, exact language to be recommended by the City attorney.  
McKinney, Second Tanis, Aye All Nay None

## Audience

- None

## Next Month items -

- Member Attendance - absent members from the last few months

Adjourn - Motion to Adjourn at 7:26pm - Motion Brown, Second Tanis, Aye All Nay None

\*Ron Corn plans to revise this

## Butler Holler Campground

7 SPOTS +/-

1. Only one RV per site, ~~or two tents~~. A maximum of 6 persons are allowed to stay in one campsite.

2. Campsite occupancy is only allowed for maximum of 90 days within one calendar year.

3. 10 years old or newer RV/Camper is required to stay in campground.

*All RV's must be self contained, toilet + shower.*

4. Absolutely no dumping of household trash, waste water, gray water, rubbish, or any other waste material or liquid. All waste must be disposed of properly within trash receptacles and/or waste dump station.

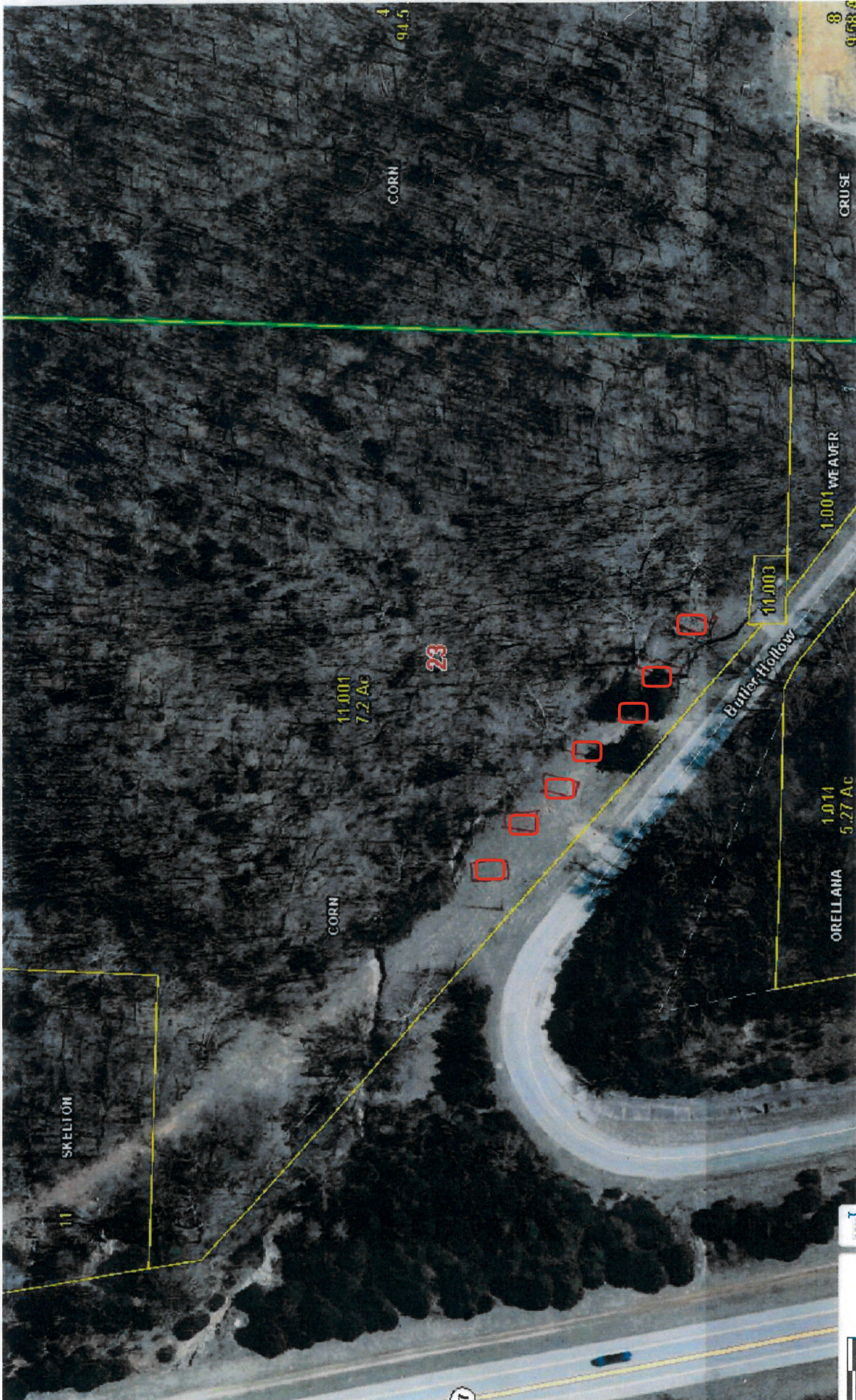
5. All pets must be physically restrained in pens, cages, or on a 6-foot leash at all times. All pet waste must be removed and disposed of by pet owners.

6. All campers or visitors to campground must be respectful of others.

7. All persons must abide by quiet times from 10 pm to 6 am.

8. Leave site as good or even better than you found it.





4 94.5

CORN

CRUSE

1.004 WEAVER

11.003

Butter Hollow

11.001  
7.2 AC

23

CORN

1.014  
5.27 AC

ORELLANA

11 SKELTON

11

Scale



SECTION 405.340: "C-2" GENERAL COMMERCIAL DISTRICT

- A. Intent and Purpose of District. The "C-2" General Commercial District is intended for the purpose of allowing basic retail, service, and office uses as in a "C-1" District, except there are setback and parking requirements.
- B. District Regulations. In District "C-2", no structure or land shall be used, and no structure shall be altered, enlarged, or erected which is arranged, intended, or designed for other than one (1) of the uses listed below in Subsection (C).

C. Permitted Uses.

All uses allowed in "C-1" District.

Automobile sales and repair.

Farm and lawn and garden equipment sales and repair.

Storage buildings.

Boat, RV and manufactured home sales.

Car wash.

Laundromat.

Taverns and nightclubs.

Plumbing and heating sales and storage.

Wholesale sales and warehouses.

Communications Tower

Recreational Vehicle Park (A recreational vehicle park shall be permitted only upon the issuance of a special use permit. The owner, operator and occupants of a recreational vehicle park shall develop and use the park in strict compliance with the conditions imposed by the permit.)

Any other uses which the Board of Aldermen may allow under a special use permit under Article V of this Chapter.

D. Intensity of Use Regulations.

1. No requirements for commercial uses in this district, except to meet fire regulations.
2. Fifteen thousand (15,000) square feet of lot area shall be required for building.

E. Height Regulations. No building shall exceed forty-five (45) feet in height.

F. Yard Regulations.

1. Front yard. The front yard shall be a minimum of fifty (50) feet in depth measured from the front lot line or measured sixty-five (65) feet from the centerline of any collector or local street

or measured seventy-five (75) feet from the centerline of any State highway, whichever front yard setback would be greater.

2. Side yard. None required, except adjacent to residential land uses, then the side yard shall be twenty (20) feet. Existing uses otherwise complying shall not be required to provide a side yard.

3. Rear yard. None required, except adjacent to residential land uses, then the rear yard shall be twenty-five (25) feet. Existing uses otherwise complying shall not be required to provide a rear yard.

4. Landscaping and screening. A solid or semi-solid fence at least six (6) feet high in a side or rear yard shall be provided adjacent to any adjoining residential district; however, in the event the adjacent residential district and the commercial development are separated by a public right-of-way, no landscaping or screening shall be required.

G. Parking Regulations. Off-street parking is not required in this district for existing structures. Any new structures shall have at least one (1) parking spot for each five hundred (500) square feet or fraction thereof of floor space.

H. Square Footage and Foundations. No structure, except accessory use buildings, shall be allowed in this district unless it meets the following minimum requirements:

1. It shall have at least eight hundred (800) square feet of floor area.

2. Its width cannot be less than forty percent (40%) of its length or its length cannot be less than forty percent (40%) of its width.

3. It must have a permanent foundation.

# Special Use Permit Terms\*

Acceptable terms of the permit to be considered by the Planning and Zoning Commission before returning a recommendation to the Board of Aldermen

## Draft City Agreement items:

NOW, THEREFORE, CITY AND PROPERTY OWNER, agree as follows:

CITY shall furnish water and sewer service to the RV Park in the same manner as all other customers of the City.

In consideration of the installation of the master water meter and furnishing water, PROPERTY OWNER shall comply with all rules of the RV Park and ensure all third parties shall comply with the rules of the RV Park. Said RV Park rules are attached hereto and incorporated herein by reference as Exhibit A.

PROPERTY OWNER shall pay all service line expenses from the City's master meter to each individual water source in RV Park and shall not be subject to individual billing for each service connection separately.

PROPERTY OWNER shall pay all service line expenses from the City's main line to each individual sanitary septic access point in RV Park and shall not be subject to individual billing for each service connection separately.

PROPERTY OWNER shall ensure all service lines are maintained in good condition and make all necessary repairs to ensure minimal water loss and to protect public health and safety.

PROPERTY OWNER shall pay the water costs attributed to the use indicated on the master meter, subject to the monthly charges by the City of Seligman. Failure to pay shall be a breach of this agreement.

PROPERTY OWNER shall install a back flow prevention device that is approved by the CITY and the Missouri Department of Natural Resources and shall provide all maintenance to ensure the device is operating properly at all times. This device shall be inspected yearly in accordance with the City's Cross connection control general policy and Missouri Code of State regulations, Title 10 - Division 60 - Chapter 11 – Backflow Prevention.

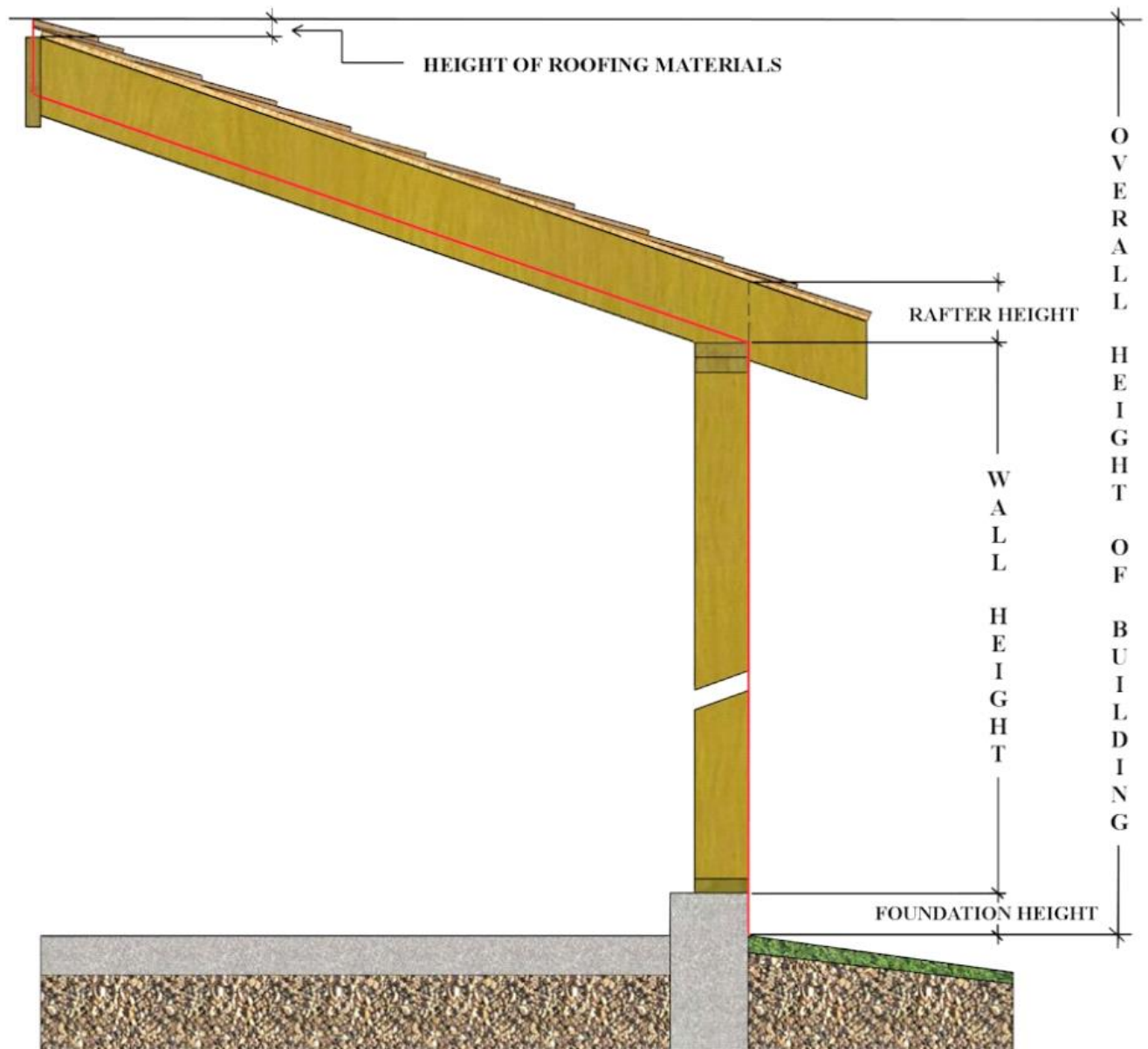
PROPERTY OWNER shall agree to limit stays at the RV Park to 90 consecutive days in one calendar year.

This Agreement shall immediately terminate if PROPERTY OWNER transfers any right, title and interest in the RV Park, in any manner to any other person(s) or entities.

CITY reserves the right to terminate this Agreement after sixty (60) days written notice to PROPERTY OWNER at 7989 Berry Ave, Seligman, MO 65745.

# Sidewall Height

Republic - measured from the bottom of the bottom plate to the top of the top plate.





### SECTION 405.570: BUILDING PERMIT

- A. Prior to the erection or external alteration of any structure, including structures for agricultural uses, an application for a building permit shall be prepared on forms provided and shall be submitted to the Zoning Administrator accompanied by a plot plan in duplicate, drawn to shape and location of the building to be erected, required setbacks, points of ingress and egress, driveways, circulation aisles, parking lots, individual parking spaces, service areas, and other information as may be necessary to provide for the enforcement of this Chapter.

It shall be unlawful for any person to commence erection or external alteration of any structure prior to approval of the application for a building permit by the Zoning Administrator.

1. Every application for a building permit shall be subject to a filing fee of Seventy Five dollars (\$75.00), filing fees shall not be accepted until all the requested documentation received in this Chapter.
2. A record of the application, plans, and permits shall be valid for a period of one hundred eighty (180) days, in accordance with the permit.
3. Expiration of the permit, thirty (30) days prior to the expiration of the permit, the Zoning Administrator shall mail a notice of expiration and extension request form to the applicant.
4. Extension of the building permit shall be requested in writing prior to permit expiration, if a written extension request is sent to the Zoning Administrator showing that circumstances beyond the control of the permittee have prevented work from progressing, only one (1) extension, not to exceed ninety (90) days, may be granted provided no changes have been made or will be made in the original plans. No filing fee is required
5. Permits shall expire after two hundred and seventy (270) days, no extensions shall be granted.
6. Permit application is complete once the structure is enclosed and protected from the elements with exterior fixtures and exterior finish complete.

## Zoning Committee

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From: Douglas Johnson (dcjchiropractic@gmail.com)

To: cityofseligman@yahoo.com

Date: Thursday, July 17, 2025 at 05:13 PM CDT

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To Whom It May Concern,

On behalf of the Cassville Industrial Development Committee, I would like to extend our sincere thanks for including us on the agenda for the upcoming Planning and Zoning meeting scheduled for July 21st. We appreciate the opportunity to present and discuss our proposed project.

Attached to this email, you will find a document outlining a mock-up of the project in question. This visual serves to provide additional context regarding our plans for the property. We believe this change will benefit both the development of the area and the broader community, and we look forward to the chance to explain our vision in further detail during the meeting.

Please do not hesitate to reach out if any further information or documentation is needed ahead of the meeting.

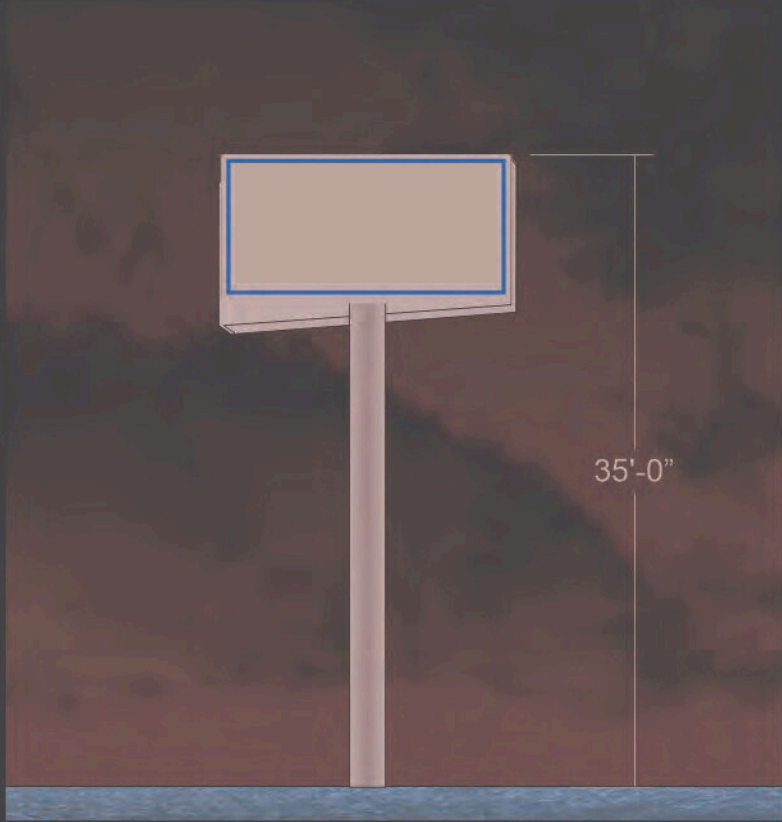
Thank you once again for your time and consideration.

Sincerely,

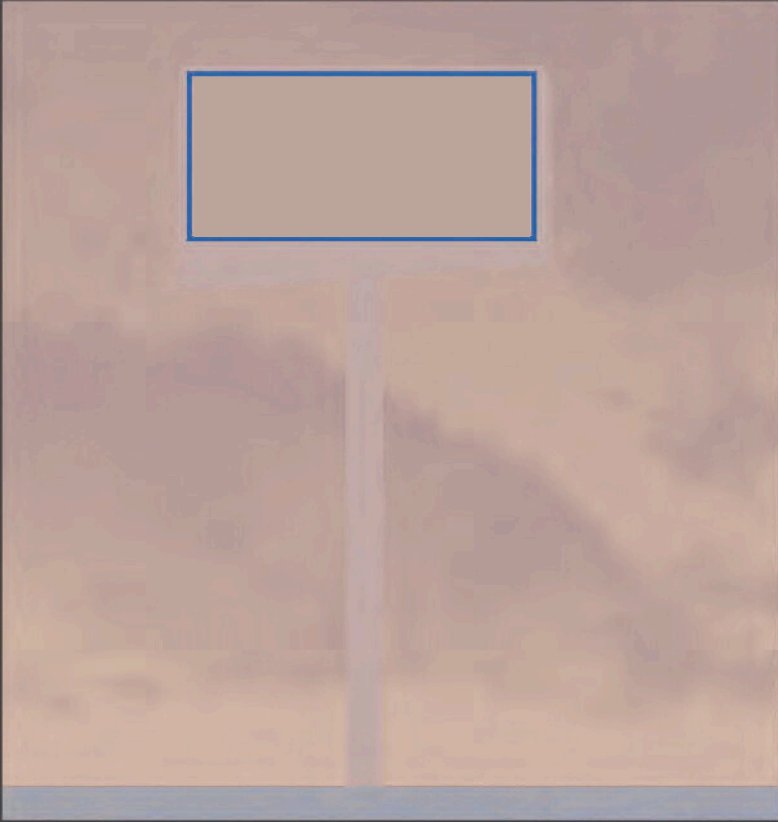
Dr. Chad Johnson,  
President - Cassville IDC



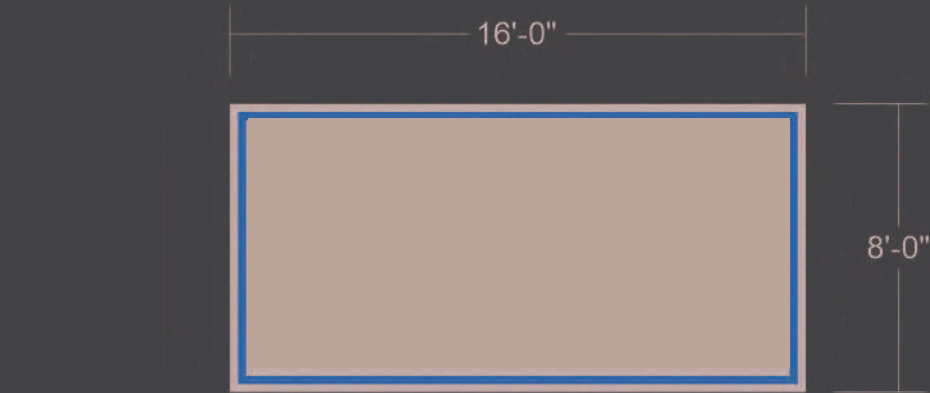
Billboard Specs.pdf  
302.5 KB



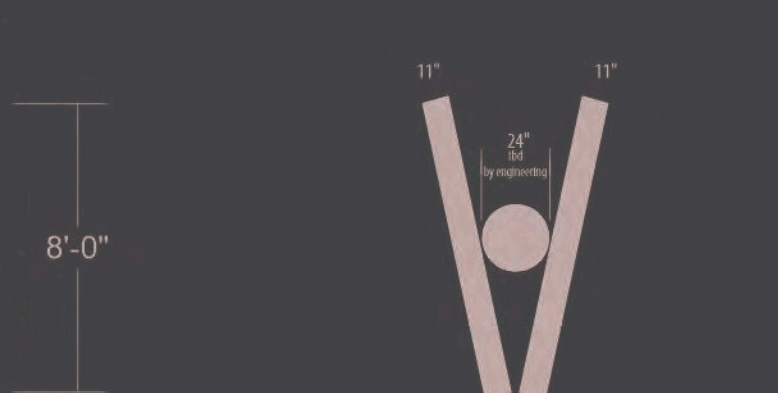
PROPOSED VIEW SCALE: 3/32" = 1'



ILLUMINATED VIEW SCALE: NTS



ELEVATION VIEW SCALE: 3/16" = 1'



CUSTOMER CASSVILLE IDC

PROJECT MANAGER BILL ADAMS

DESIGNER MATT WEAVER

DRAWING NUMBER 0407-25-PYLO-3

LOCATION CASSVILLE, MO

DATE REVISED 04.07.25

ELEVATION AS SHOWN

A

B

C



EXAMPLE VIEW SCALE: NTS



# 7/21/25 MEETING MINUTES - DRAFT



Call to Order          7:02pm

Present                Brown, McKinney, Bermingham, Tabor (Late 7:16pm), Smith, Henson

Absent                Bloodmoon, Tanis, Avers, Tabor (until 7:16pm)

Minutes Approval   Minutes reviewed, Motion to approve the minutes. McKinney, Second Smith, Aye All Nay None Absent Tabor

## Regular Agenda (Tentative)

- Member Attendance
  - Discussion with members about being absent, or at least stating in the group meeting notification chat that they won't be present.
- RV Park - Proposed by Ron Corn
  - Conditions or regulations required
  - Motion to postpone definitely until the August 18 meeting. McKinney, Second Bermingham, Aye All Nay None
- Definitions in code discussion
  - Sidewall definition, how measured
  - Motion to recommend adding "Sidewall Height - measured from the bottom of the bottom plate to the top of the top plate." to Section 405.120 (B) of the City Code. Motion Bermingham, Second Henson, Aye All Nay None
- Permit required when discussion
  - Before permanent foundation or footing is constructed, concrete poured.
  - Discussion about three recent permits situation where foundation or slab construction began before the permit was requested, two permits were halted due to foundation issues.
  - Motion to recommend building permits be required before concrete is poured or foundation work begins, exact language to be recommended by the City attorney. Brown, Second Bermingham, Aye All Nay None
- Billboard advertisement permitted use, zoning district change
  - Property owner (Industrial Development Group) wants to change the zoning of a R-1 property to C-2 and install a double sided digital billboard to advertise.
  - Noted comments: Close to Seligman Sign, so SW corner of lot, final height yet to be determined.
  - Permitted use will need to be added to C-2, and request the Board of Alderman opinion on special use condition.
  - Motion to recommend adding billboards to the C-2 permitted uses, a special use permit is required along with an agreement of the conditions and regulations the City requires in order to operate, exact language to be recommended by the City attorney. Motion Smith, Second Henson, Aye All Nay None

## Audience

- None

## Next Month items

- RV Park Discussion (Special Use requirements, City Agreement, Park Rules)

Adjourn - Motion to Adjourn at 7:55pm - Motion McKinney, Second Bermingham, Aye All Nay None