

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 October 20th, 2025, at City Hall, 29144 Main Street, Seligman, MO 65745.

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

AGENDA (tentative)

- Call to Order: Chairman (Mike Brown)
- Minutes - Approve Minutes from September 15th, 2025
- 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)
 - Discussion / Review / Feedback
- Permit required before foundation work
 - Code Change is live
 - City Attorney corrected section language to include:
 - Permanent foundation definition update 405.120
 - Foundation inspections before and after the pour 405.570 (B)
 - Violation language 405.570 (C)
 - Discussion / Review / Feedback
- Tiny Home Article (MML)
 - Turning a blighted trailer park into a tiny home subdivision
 - Discussion / Review / Feedback
- Building Permit Application - Emergency Contact
 - Add emergency contact information to the application
 - Add emergency contact information to the permit on site
 - Discussion / Review / Feedback
- Survey requirement
 - Add language to the permit section of City code requiring a survey to be provided at time of application.
 - Discussion / Review / Feedback
- Skirting Requirements
 - Require certain types of skirting for manufactured homes.
 - Discussion / Review / Feedback
- Permit Board (central location)
 - Require if more than one residence is built / subdivision
 - Discussion / Review / Feedback
- 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 October 16th, 2025 at City Hall (___ 4:30pm ___) by _____

9/15/25 MEETING MINUTES - Draft



Call To Order: 7:02

Present: Avers, Brown, McKinney, Bloodmoon, Smith, Bermingham, and Tabor arrived few minutes late

Absent: Tanis, Henson

Minutes approval: Minutes reviewed, Motion to approve. Mckinney, Second Bloodmoon
All Yay Nay None

RV park motion to extend to Oct. 2025 meeting because Corn was not present by Bloodmoon, Seconded by McKinney All Yay Nay None

Permit foundation discussion to be rescheduled for Oct. 2025 meeting due to needing City Attorney recommendation

Billboard Discussion: Motion to approve the original specification that Industrial Development Group submitted to be 35 feet tall, sign to be 16 feet wide with 8 feet tall screen by Bloodmoon, Seconded by McKinney All Yay Nay None

Tiny home Article: Suggested to change the discussion from tiny home to just residential verbiage and to discuss in more detail at Oct. 2025 meeting

Audience: None

Next month Items:

Permit foundation discussion

RV park discussion

Tiny home discussion

Adjourn: Motion to adjourn at 7:56 Motion Tabor Seconded by McKinney All Yay Nay None

SECTION 405.570: BUILDING PERMIT

A. Prior to the erection of a new structure; the expansion of an existing structure; any external alteration affecting structural integrity, load-bearing elements, or the building envelope; or any permanent foundation work, 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 the erection of a new structure; the expansion of an existing structure; any external alteration affecting structural integrity, load-bearing elements, or the building envelope; or any permanent foundation work, prior to approval of a building permit application 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 required under this Chapter has been submitted.
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.

B. Where a building permit is issued for foundation or concrete work prior to the erection of a structure, the City shall conduct inspections at the following stages:

1. After formwork and rebar are in place but prior to the concrete pour; and
2. After completion of the concrete pour but before backfilling or concealment.

No further construction shall proceed until all required inspections have been completed and approved.

- C. Any structure or structural component, including but not limited to posts, columns, framing members, foundation systems, or concrete slabs, which has been erected, installed, or poured pursuant to a permit and remains unincorporated into a completed structure for more than six (6) months from the date of installation or pour shall be deemed a public nuisance. The Zoning Administrator shall provide written notice of violation and afford the permit holder thirty (30) days to remedy or remove the condition before any enforcement or abatement action is taken, unless an extension is granted for good cause.

Turning A Blighted Trailer Park Into A Tiny Home Subdivision

Housing has been a complex issue for most communities in recent years. Demand has outpaced supply, especially in rural communities such as Kirksville, Missouri. Traditionally, city governments have not served as home developers. But with no clear solutions emerging, the City decided it was time to try something outside the box.

Several years of brainstorming, analyzing and planning culminated in a bold effort: the city of Kirksville oversaw the dramatic transformation of a dilapidated trailer park into a brand-new subdivision of “tiny” homes.

“The condition of the trailer park or our housing issues didn’t just happen; it occurred over time, and we knew this



Aerial view of the clearing of an old trailer park and a new tiny home subdivision being constructed.

project wasn’t going to be easy, but if we were able to make it work, it would be well worth the investment,” said City Manager Mari Macomber.

Over the last few years, the city of Kirksville took a comprehensive look at residential housing. This included conducting a Housing Needs Assessment in 2022 that found that the rate of new

housing development lagged behind the rate of people moving into the community. While housing demand exists at all price points, there is a notable shortage of lower-priced options. The study also identified substantial blight in multiple areas. On paper, some of those units seemed to fit the price range for low- to moderate-income buyers, but they needed so

much rehabilitation that they effectively became unaffordable. Many of the most blighted areas were trailer parks.

City staff began exploring ways to tackle these overlapping issues. Their research sparked conversations with local partners to identify shared goals. One idea emerged early: Could the City acquire a blighted trailer park and partner with a local organization to build new homes on the site?

The Construction Trades program at the Kirksville Area Technical Center has a long history of building homes in Kirksville while serving as a hands-on learning opportunity for students. The program includes both high school-aged and adult students, giving them valuable construction experience. The program had already developed homes on all the remaining buildable land owned by the school district.

The school district needed new sites for construction, and the City needed a developer. It was a perfect match.

One of the original goals was to expand housing diversity. The “tiny homes” concept emerged to create something new and more affordable. The school district embraced the idea, seeing it as an opportunity for students to gain experience in all aspects of construction.



Left: Caption Staff with the City of Kirkville’s Public Works Department level and prepare the ground for construction at Dogwood Subdivision. Middle: Members of the Kirkville Area Technical Center’s Construction Trades Program begin construction on the homes.

“This opportunity for the students is priceless,” said Jesse Wolf, director of the Kirkville Area Technical Center. “When building one large home, there are tasks that students miss out on or lose interest in because of the volume of work. With this project, we have four houses that allow the groups to compete, get experience in all facets of building a home, and receive quick gratification from a job well done.”

City staff then identified the most suitable location. They evaluated several blighted trailer parks and contacted

property owners to assess their interest in selling. The Dogwood Trailer Court at 909 W. Gardner St. stood out. Nearby new home construction made it an ideal spot, and improving this site would uplift the whole neighborhood. Since the park had only a few residents, the project would cause minimal displacement. The City reached an agreement with the owner, relocated a few trailers, and demolished the rest.

To fund the estimated \$1 million project, the City applied for grants. The Missouri Department of Economic

Development awarded \$396,240 through its Community Revitalization Grant Program. The balance of the funds came from the City’s transportation, capital and utility funds.

After the land was transferred in the summer of 2024, public works staff prepared the site for development.

The school district committed to constructing four tiny homes, each between 700 and 800 square feet. These homes include two bedrooms, one bathroom, a living room, and a kitchen

– modest in size but comparable to homes built in the 1950s. They include low-maintenance yards with room for add-ons, such as a shed.

The school district poured the four foundations that summer and began construction in September 2024. Vince McQueen, the Construction Trades instructor since 2009, led the effort – his final project before retiring at the end of the school year. His classes, with 32 students split between morning and afternoon sessions, began by framing the homes and continued through each phase of construction.

After completion, the school district will sell the homes. Since the crux of this project was the creation of affordable homes for purchase, covenants will be created to ensure they are owner-occupied and not converted into rental units. Interest from the public has been strong, both in the project and in purchasing the homes.

Additional utility work will begin soon, along with neighborhood beautification efforts, including the planting of street trees and the installation of sidewalks. The subdivision was named “Dogwood Subdivision” in honor of the original trailer park name and Missouri’s state tree that will be planted throughout the area. It is a new beginning for land that urgently needed revitalization.

As for what comes next, future development in the subdivision remains open. The City plans to continue building more homes and is seeking interested partners to help make this happen.

Overall, this has been a transformative project for the community. It serves as a strong example of how local entities, such as city governments and school districts, can collaborate to create meaningful change. It also highlights the valuable role state support can play in helping small Missouri communities and how fresh ideas can pave the way to real solutions. 🍃

Austin Miller is the communications director for the city of Kirksville, 201 S. Franklin St., Kirksville, MO 63501. He can be contacted at: (Phone) (660) 627-1225 (Fax) (660) 665-0940 or kirksville.gov.

New items

Emergency Contact - Add emergency contact spot on the application, as well as the permit posted on site. *(In case someone other than the inspector needs to contact the owner / builder.)*

Require Survey - Lots of discussion lately about how the lots lines are verified and methods used.

A survey of the boundaries of the lot on which the improvement is proposed to be located, or have on file with the City one (1) copy of a certified and recorded plat.

Block Skirting - Previously this was a requirement by agreement with a home owner to replace a manufactured home with a new unit and replace the block skirting that was on the old unit, this was also part of a zoning district change.

Skirting. All double-wide modular and manufactured housing units shall be skirted with concrete masonry blocks. All skirting shall be located on a poured cement footing of a minimum of four (4) inches in depth and ten (10) inches in width and said skirting shall completely enclose the under portion of any manufactured housing unit. All single-wides shall be skirted with block and masonry, metal or vinyl.

Permit Board - Consider requiring a permit board or central location for information when multiple homes are built.



Block skirting Article

The Pros and Cons of Different Types of Mobile Home Skirting

By Alberto Piña / April 24, 2023

When you decide on a home to buy, it's good to know the pros and cons of different types of mobile home skirting.

Skirting is a useful technique for preventing critters and other elements from invading the space under a mobile home. It also prevents pipes from freezing during the winter. Given the variety of mobile home skirting ideas available, skirting also improves the appeal of the home. Additionally, it conceals wheels or axles and, most importantly, it will result in significant energy bill savings. But, then comes the decision of picking the right skirting material for you. That is exactly what we will help you with today. We're going to explain the pros and cons of different types of mobile home skirting.

Vinyl: The Most Common Mobile Home Skirting Option

Due to its affordability, vinyl skirting is the most preferred choice among homeowners.

Pros:

- Mildew resistant.
- Easy and quick installation.
- Can blend in and can match your home's vinyl.
- Ease of maintenance.

Cons:

- Easily damaged by weed eater string.
- Can be flimsy during storms.
- Becomes brittle from sun exposure.

Metal Skirting: A Premium Option for Mobile Homeowners

Since metal skirting is so durable, many people choose it for their homes.

Pros:

- Has a long life and won't rust, decay or rot.
- Depending on the type used, they can be relatively inexpensive.
- Aesthetically pleasing, giving a clean and updated appearance.
- Extremely durable against pests, weather, and debris.

Cons:

- Can be dented if you aren't cautious near it.
- Some types can be vulnerable to rust.

Concrete: A Strong Skirting Option for Your Mobile Home

Concrete skirting is a strong option that can withstand animals and weather conditions.

Pros:

- Durable and long-lasting.
- Has a clean and uniform appearance.
- Does a great job keeping the heat in the home and the cold out.

Cons:

- More expensive than most options.

More difficult to install than others. (Couldn't be added later on.)
You still won't be meeting "permanent" building installation requirements.

Brick & Cinderblock Skirting

Brick and cinderblock are appealing alternatives even though they may not be as inexpensive as vinyl.

Pros:

Gives your mobile home a more permanent and fixed appearance.
Heavy and durable.
Depending on your handiness, cinderblock skirting can be a DIY project.

Cons:

Takes more time and a level of difficulty to install.
More expensive than other options.

Wood Skirting

Skirting made of wood can give your home a very unique look, but there are factors to consider.

Pros:

You have customization options. (Picking your type of wood and color.)
Usually very affordable and there is easy access to materials.

Cons:

Can retain moisture, cause mold spores to grow, and rot.
You may have to keep up with painting or staining.
Not a great option in terms of longevity.

What's the Best Choice for Mobile Home Skirting?

As you may already know, there is no "one size fits all" choice when it comes to choosing a skirting option for your mobile home. Each skirting material has advantages and disadvantages, so you must decide what matters to you most before making a choice.

It's common to make a choice solely on aesthetics; after all, this is the exterior of your home, and you want it to look a certain way. Just be sure to check that the skirting around your crawl space home has access points for potential under-home repairs and provides adequate air ventilation.