

BOONE COUNTY PLANNING & ZONING COMMISSION
BOONE COUNTY GOVERNMENT CENTER – COMMISSION CHAMBERS
801 E. WALNUT ST, COLUMBIA, MISSOURI
(573) 886-4330

Minutes

7:00 P.M.

Thursday, September 18, 2025

I. CALL TO ORDER

Chairperson Harris called the meeting to order at 7:00 p.m. with a quorum present.

II. ROLL CALL:

- a. Members Present:

Boyd Harris, Chairperson	Centralia Township
Eric Kurzejeski, Vice Chairperson	Missouri Township
Gregory Martin, Secretary	Katy Township
Kevin Harvey	Rock Bridge Township
Christy Schnarre	Bourbon Township
Jeffrey Ehimuh	Columbia Township
Ken Butler	Perche Township
Joe LaRose	Rocky Fork Township
Jeff McCann	County Engineer
- b. Attending by Phone:

Randall Trecha	Cedar Township
Robert Schrieber	Three Creeks Township
- c. Staff Present:

Bill Florea, Director	Uriah Mach, Planner
Andrew Devereux, Planner	

III. APPROVAL OF MINUTES

Minutes from the August 21, 2025, meeting were approved as presented by acclamation.

IV. CHAIRPERSON STATEMENT

Chairperson Harris entered the following statement into the record:

September 18, 2025, meeting of the Planning and Zoning Commission is now called to order.

The Boone County Planning & Zoning Commission is an advisory commission to the County Commission. The commission is made up of individuals representing each township of the county and the county engineer.

The Planning and Zoning Commission makes recommendations to the County Commission on matters dealing with land use. Tonight's agenda includes two subdivision plats.

The following procedure will be followed:

The agenda item will be announced, followed by a report from the planning department staff. The Planning and Zoning Commission will then make a motion to either approve or deny the agenda item.

All items that are recommended approval are forwarded to the County Commission where they will consider the items on Tuesday, October 7th at 9:30 AM.

V. PLATS

Plats 1 & 2 were placed on consent agenda.

1. **Nichols Ridge Plat 1. A-2. S27-T51N-R13W. Bourbon Township. Elizabeth Lockwood Revocable Trust, owner. Derek Forbis, surveyor.**

The following staff report was entered into the record:

The subject property is located off of N Highway NN, north of the intersection of N Highway NN and W Creed Road. The proposal is to divide 11.52 acre into a three-lot minor subdivision. An existing house and onsite wastewater lagoon are present on the western portion of the property. The zoning is A-2 and is surrounded by A-2 zoning on all sides.

There is an existing driveway that provides access to the existing dwelling to N Highway NN on proposed lot 1. Access for lots 2 and lots 3 will be shared along a side property line. The applicant has not submitted a request for a waiver from the traffic study requirement. Approval of the three-lot minor plat will result in two additional traffic sources. This is unlikely to significantly impact transportation resources in the area. Granting a waiver from the traffic impact study is appropriate in this case.

The property is located within Public Water Supply District #10 service area. Boone Electric provides power service. The Boone County Fire Protection District provides fire protection in the area. The nearest station, Station #6, is approximately 7.5 miles away.

An existing onsite wastewater lagoon serves the single-family dwelling on proposed lot 1. The applicant has submitted an onsite sewer exhibit showing potential lagoon locations to serve future residential development on lots 2 and 3. The applicant has not submitted a request for a waiver from the sewer cost benefit analysis. There is no public sanitary sewer system available nearby. Approval of a three-lot minor is unlikely to warrant construction of a public sanitary sewer system. Granting a waiver to the sewer cost benefit analysis is appropriate in this case.

The property scored 38 points on the rating system

Staff recommends approval of the plat and granting of waivers.

2. **Lots 9 & 10 Lake Capri Subdivision Block 2. A-R. S10-T49N-R12W. Rocky Fork Township. Darrell & Eve Flake, owners. Michael Klasing, surveyor**

The following staff report was entered into the record:

The subject property is located at the corner of Highway HH and Hickory Drive, approximately 1 mile east of Route B. The subject property is 5.03 acres in size and composed of two platted lots, lots 9 & 10 of Lake Capri Subdivision Block 2. This plat reconfigures the property to modify the existing lots. There is a single-family dwelling, a detached garage, and a pool on the property.

The property zoned Agriculture-Residential (A-R) and the surrounding zoning is as follows:

North: Agriculture 2 (A-2)

South: A-2

East: A-2

West: A-2.

The A-R zoning of the subject tract was rezoned in May of 2025 from A-2. The A-2 is original 1973 zoning.

The property is in the Rocky Fork Township.

The subject property has frontage on State Highway HH and on Hickory Drive, with access on Hickory Drive. Both are publicly dedicated, publicly maintained roads. The applicant has requested a waiver to the traffic study requirement, as one additional driveway access to this property should not overwhelm Hickory Drive.

The subject property is in Public Water Service District #4 service area and is served by a 6" water line. Central wastewater treatment by the Boone County Regional Sewer District is available directly across Hickory Drive. Connection to the central sewer is required, as this proposal severs the existing house from its wastewater system. Boone Electric Cooperative provides electrical service for the property, and it is in the Boone County Fire Protection District, with the nearest station being Station 16 approximately 1 mile away.

The property scored 76 points on the rating system.

Staff recommends approval of the plat and granting the requested waiver.

Chairperson Harvey made, and Commissioner McCann seconded a motion to the items on consent agenda as recommended:

Boyd Harris – Yes	Eric Kurzejeski – Yes
Greg Martin – Yes	Randal Trecha – Yes
Kevin Harvey – Yes	Robert Schreiber – Yes
Christy Schnarre – Yes	Jeffrey Ehimuh – Yes
Ken Butler – Yes	Joe LaRose - Yes
Jeff McCann – Yes	

Motion to approve the items on consent agenda passes unanimously

Chairperson Harris stated that the plats eligible to go before the County Commission will do so on Tuesday, October 7, 2025 at 9:30 AM.

VI. OLD BUSINESS

1. Update on Commission Action

Director, Bill Florea updated the Commission on the actions of the County Commission:

The Rezoning request by D Who Land LLC, Jordan Parker & Matthew Krogman to rezone to Planned Single-Family Residential and to revise a Review Plan for Five Pines were approved with the recommended conditions.

The Final Development Plan for CKL Property at 7400 I-70 Drive SE was approved as recommended.

The following plats were accepted:

- Trevor & Ambers Ranch Plat 1
- Clear Creek Estates Plat 2

VII. NEW BUSINESS

1. Boone County Master Plan Recognition

Bill Florea: Planner, Andrew Devereux attended the Bi-State American Planning Association Conference earlier this week and has an announcement.

Andrew Devereux: Our consultant, the i5 Group submitted the updated Boone County Master Plan for an award and the Master Plan received the Outstanding Plan award for 2025 from the Missouri Chapter of the American Planning Association. I received the award on behalf of Resource Management and the County Commission. Staff congratulates the Planning and Zoning Commission on the award because they were all recognized for their work as well.

Chairperson Harris: For the time that I have been on this Commission the Master Plan is one of the best things we have done.

2. Update on Regulatory Revisions

Bill Florea: Commission Kurzejeski had asked for an update on regulatory revisions. You all remember that the City and County jointly did an affordable housing study about two years ago and there were recommendations. This winter, I am hoping to get some things before the Commission, what we are calling Affordable Housing First Steps; it won't be anything radical but there are things that can make a big difference in affordability.

They are primarily procedural changes but there are also some policy changes; some of those procedural changes will be converting some of the discretionary permits to administrative approval with criteria. For example: variances quite often hang people up, especially for existing conditions; if someone has property with an existing structure on it that is unplatted and the structure happens to be within the setback they have to get a variance from the Board of Adjustment before they can submit the plat to bring before the Commission for approval. That is an extra month to six weeks of time. Those are pretty routine decisions and not something that should necessarily have to go to a Board.

Being the Administrator, I don't want to take on too much authority because that is why we have citizen boards, but decisions that are routinely approved and there is very little chance of controversy can be

appropriately delegated to the administrator. If it is going to be a conflict like the building is going to be in a utility easement then that could be a problem; if it isn't in the easement, perhaps it could be approved with the As Is Where Is condition that lets it stay where it is as long as it stays in good shape but if it is damaged by more than 75% then they rebuild in compliance with the regulations. That is the condition that the Board of Adjustment normally puts on those approvals. Those are the kinds of things we are trying to make administrative decisions to reduce time.

Others are more substantial policy changes like accessory dwelling units in all residential districts; not only the primary home but a secondary home on the property as well. We have to be careful and write some protections because we don't have the infrastructure everywhere to do this. An example is Sunrise Estates, they've got relatively small homes on large lots so you would think that would be the perfect place for this. But there is still a level of substandard infrastructure out there so that may not be the best place until the infrastructure is updated.

Another item is maximum lot sizes in A-R and residential zones. We are all familiar with minimum lot sizes but the maximum lot sizes would force the property owner to develop at certain densities and not waste that land that should be closer to the population centers and closer to the utilities. Developing land zoned R-S into five or ten acre lots, where there is available infrastructure, is wasteful and adds to the cost of development.

This is a work in progress, we will be bringing these things back to the Commission; we are in the brainstorming stage right now.

In the longer-term, with the new Master Plan, we need to update all of our development regulations; Subdivision Regulations, Zoning Regulations and Roadway Regulations. The Subdivision Regulations were last updated in 1995, the last time the Roadway Regulations were updated was in 2004 and the Zoning Regulations have had continual updates but we haven't gone back retrospectively and looked at them critically. We would do a comprehensive review of all of those regulations through the lens of the new Master Plan. I have talked to the County Commission about packaging all of those together and in 2027 requesting a budget to hire a consultant to help us look at all of those regulations as a package. That way we can make sure they are consistent with each other, they complement each other and they are all consistent with the Master Plan. We will develop a proposed budget and scope of work to present to the Commission as a 2027 budget request.

Commissioner Kurzejeski: If I hear you correctly, regarding the Subdivision Regulations, that wouldn't be until 2027 even though we were kind of close after ten years and I thought we were going to get to wrap those up after the Master Plan.

Bill Florea: We were close but now with the Master Plan we are not so close anymore. It doesn't make sense to adopt those and in a year go back and re-look at them when we review the other regulations at the same time. I would prefer to do it all at once.

For the remainder of 2025 and first 3 quarters of 2026 staff is engaged in building, testing, and implementing our new software system for permit processing; that is labor intensive. Staff time is pretty hard to come by.

Commissioner Kurzejeski: So, we will have go back through the public hearing process?

Bill Florea: Yes.

Commissioner Kurzejeski: We've been seeing the cottage lots which I think is a good idea but I don't know that we have the regulatory structure in place. Is staff comfortable as developers explore this concept?

Bill Florea: The more diverse the housing types are within a development, theoretically the more affordable it is going to be because the variety is there. I am comfortable with the cottage lot concept, I would rather not have to do it through a planned development because that takes some of the benefit out of it; we can have a good set of standards, so we get quality development and allow that flexibility for the developer; the more work an engineer has to do to create this development ends up costing the homeowner.

Chairperson Harris: Commissioner Kurzejeski was correct, we were really close except for a few issues that needed to be hammered out. Staff has to budget for a consultant, a resolution to that you have a new set of guidelines by mid 2028?

Bill Florea: Yes.

Chairperson Harris: Even if it is not until the 2027 budget that we hire a consultant there would be the potential for some things to get out of the gate that weren't really good things. Is there any way that we have the time or the ability to address a couple of those points with some stop-gaps to give that a little parameter and control?

Bill Florea: I would like to consider that.

Commissioner Kurzejeski: We've already gone through everything else and if we adopt just one private road stop-gap measure and leave everything else alone.

Bill Florea: I think the road thing, while it seems we were almost there, is going to be a paradigm shift for the development community. We were close but on the back side of that we have to educate and administer which means training the consultants and how the new regulations work, and us learning how to make them work, which may sound easy but it is disruptive to the workflow.

VIII. ADJOURN

Being no further business, the meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Secretary
Greg Martin, Secretary

Minutes approved on this 16th day of October, 2025