



# PLANNING & ZONING COMMISSION

APRIL 16, 2026 @ 6:00 PM  
MONETT CITY ANNEX

---

## AGENDA

### I. Call to Order

### II. Approval of the Agenda

### III. Public Comments

- A. General public comments not pertaining to agenda items are to be given 3 minutes per person. Comments pertaining to agenda items are to be discussed during the appropriate section.

### IV. Regular Business

- A. Consent Agenda
  - i. Approval of Minutes from the February 26th, 2026 Planning and Zoning Commission Meeting
  - ii. Approval of Minutes from the March 5th, 2026 Planning and Zoning Commission Meeting

### V. Old Business

### VI. New Business

- A. Consideration of a Replat of the Dar-A-Con Minor Subdivision
- B. Consideration for Recommendation of Approval of an Ordinance Implementing a New "Monett Core Conservation District" and Separating Zone "B" Multifamily into Zones of Variable Density within said District
- C. Consideration for Recommendation for Approval of the Implementation of a Vacant Building Registry
- D. Discussion on Land Disturbance Permits
- E. Discussion on a Draft Version of the Future Land Use Map for the Upcoming City Comprehensive Plan

### VII. Informational Items

- A. Potential Addition to Agenda
- B. Next regular Planning and Zoning Commission Meeting: Thursday, May 21, 2026 at 6:00pm at the Monett City Annex

### VIII. Adjournment

# **MINUTES OF THE P & Z COMMISSION MEETING**

## **February 26, 2026**

### **I. Call to order**

The meeting was called to order at 6:00 p.m.

### **II. Regular Business**

#### **A. Discussion on Vacant Building Registries**

- Community Development Director, Doug Potts discussed with the board members about setting up a new registry for vacant buildings in the city. This would allow us to know exactly how many vacant buildings there are in Monett. In the first year we would want all the buildings to be registered. Also, it was discussed possibly assessing a fee in year 2 for the vacant property.
- City Administrator Mickey Ary spoke to the board about the public safety concerns with having vacant buildings. Also, this would help clean up the city.

#### **B. Discussion on an Extension to the Legacy Lot Overlay (LLO)**

- Community Development Director, Doug Potts, spoke to the board about how the Legacy Lot Overlay is already helping to eliminate variances and is cost saving.
- Community Development Director, Doug Potts spoke about the developers who have voiced their thoughts on other areas in the city that would benefit from being in the LLO area.
- Discussion was had about expanding the Legacy Lot Overlay in the future.

#### **C. Discussion on Multifamily Zoning & Possible “B” Multifamily Overlay District**

- Community Development Director, Doug Potts stated that he and Scott Hanson had a meeting and was able to come up with a plan to help with the multifamily zoning in the possible “B” overlay district. Community Development Director, Doug Potts introduced Scott Hanson, who spoke with the board about the 3-tiered plan that they came up with that would benefit the city and homeowners.

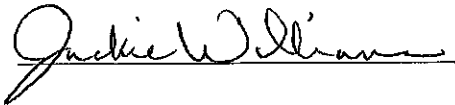
#### **D. Discussion on Updates to Dates, Time, and Location of Planning and Zoning Meetings**

- Development Assistant Andrew Miller spoke with the board about the meeting changes. We will now have Planning and Zoning meetings on the third Thursday of each month at 6:00 p.m. at the new City Annex building located at 100 S. Maple Street per new ordinance no. 9127.

- The Planning and Zoning meeting will be on the following dates at 6 p.m.
  - Thursday, March 5, 2026 – Emergency Meeting
  - Thursday, March 19, 2026
  - Thursday, April 16, 2026
  - Thursday, May 21, 2026
  - Thursday, June 18, 2026

**E. Discussion on Updating City Code regarding Planning and Zoning Petition Time Requirements**

- Development assistant Andrew Miller spoke to the board about updating the ordinance concerning timelines for certain petitions to be presented and reviewed by the Planning & Zoning commission.

A handwritten signature in cursive script that reads "Jackie Williams". The signature is written in black ink and is positioned above a horizontal line.

Jackie Williams, Deputy City Clerk



# MONETT

PRIDE AND PROGRESS

Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Meeting Minutes for the Planning and Zoning Commission Special Meeting on Thursday, March 5<sup>th</sup>, 2026

The meeting of the Planning and Zoning Commission, following proper public notice of such meeting, was called to order by Chairman Mike Wallace at 5:30pm on Thursday, March 5<sup>th</sup>, 2026 inside the Main Boardroom within the Monett City Annex, located at 100 S. Maple Street.

Persons in attendance of such meeting include Planning and Zoning Commission Chairman Mike Wallace, Commission members Gale Huffmaster, Darren Indovina, Kevin Cloud, Randal Click, Randy Burke, and Jeff Carr. Also in attendance were Community Development Director Doug Potts, Development Assistant Andrew Miller, and developer Jake Vaughn.

To begin the meeting, Chairman Mike Wallace asked for the approval of the agenda. Jeff Carr motioned to approve the agenda. Kevin Cloud seconded.

### Regarding the Updated Preliminary Plat for Phase 2 of the North Hills Subdivision:

The only agenda item to be considered was the Consideration for Approval of a Recommendation for the Updated Preliminary Plat of Phase 2 of the North Hills Subdivision. This updated preliminary plat had one minor change which required the Planning and Zoning Commission to reapprove the Preliminary Plat with said changes. Chairman Mike Wallace asked if any public comments on the matter were had. Hearing none, Chairman Mike Wallace asked if there was any discussion amongst the Commission regarding the changes. Hearing no discussions or questions from the Commissioners, Chairman Mike Wallace asked for a motion to vote upon the agenda item. Gale Huffmaster made a motion to vote upon the item. Kevin Cloud seconded the motion. The recommendation for approval was unanimously approved by the Commission.

Having no further items for discussion, Chairman Wallace sought adjournment of the meeting. Randy Burke made a motion to adjourn the meeting. Jeff Carr seconded the motion. Thus the meeting was adjourned at 5:32pm.

Attestation: 

Andrew Miller, Special Meeting Secretary

Date: 3/12/2026



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 3/12/2026  
**Re:** Replat of the Dar-A-Con Minor Subdivision

---

### GENERAL INFORMATION

On March 11<sup>th</sup>, 2026, local property owner Bruce Teter – who owns the lots that correspond to 1707 N. Central Ave. and 1709 N. Central Ave. on the north side of town – came to the Community Development Department’s office to discuss changing the boundary line between these to adjacent lots. For the sake of simplicity, we will refer to 1709 N. Central (the northern lot) as Tract A/Tract 1 and 1707 N. Central (the southern lot) as Tract B/Tract 2.

The City of Monett, among most other cities, allow for changes to individual lots/tracts of land through various processes – in Monett we utilize the Minor Subdivision process. In fact, in 2016 the previous owner of these two lots had followed this exact minor subdivision process to create the “Dar-A-Con Minor Subdivision” comprised of only these two tracts – assumedly with the intention of selling one of the two lots. Mr. Teter bought one of these lots, and more recently bought the other – now owning the entirety of the Dar-A-Con Minor Subdivision.

Mr. Teter’s intentions are change the line location that separates these two lots by moving the dividing property line approximately 38.88 feet south (this number may change between the writing of the staff report and the eventual Planning and Zoning Commission meeting). This will allow Mr. Teter to build a fourth storage building on the northern lot and maintain appropriate space between all structures in accordance with the 2018 International Building Code.

There should be no City-costing utility impact by this change as is required by the ordinances regarding Minor Subdivisions (attached for your reference to this staff report).

Of note: there are two lines in the Minor Subdivision ordinances that may appear to contradict themselves, which I hope to clarify for the Commission. Section 405.190(A) states that the *Applicability And Intent* of the article is to provide a method for subdivision where “the resulting lots shall not again be divided without replatting”. Later in the same Article, under Section 405.190(B)(2)(a)(10) the code states that “the lot to be subdivided has been previously created through the minor subdivision procedures of this Article.”

---



---

### **GENERAL INFORMATION, CONT.**

This may seem contradictory, but our department would like to emphasize that we interpret these two lines together to state the following: “when an individual intends to change the boundary between two previously-subdivided lots, said individual must utilize the Minor Subdivision procedures again, effectively replacing it with the new Minor Subdivision, with the oversight from and approval of the Planning and Zoning Commission, in accordance with all other portions of the Minor Subdivision Procedure as indicated in Section 405.190.”

Further, the City has set precedent in the past on numerous occasions of this replatting process, especially when larger commercial lots are filled out with new development. Previous replatting include the Price Cutter Market Place Minor Subdivision, part of the Jones-Thomas Subdivision, and part of the Woodland Hills Subdivision.

---

### **PROPOSAL**

Mr. Bruce Teter, owner of all properties being considered for replatting, has requested the Planning and Zoning Commission consider his Replat of the Dar-A-Con Minor Subdivision, with a proposal to modify the property line between Lots 1 and 2 to be moved approximately 38.88 feet southwards, creating no outward, substantial, or infrastructure impacts upon the City of Monett.

---

### **RECOMMENDATION**

The Community Development Department recommends that the Planning and Zoning Commission approves the request to Replat the Dar-A-Con Minor Subdivision given that no substantial changes to the original minor subdivision, no City infrastructure will need to be constructed, and all other portions of the Minor Subdivision Procedures shall be adhered to.

---

### **ATTACHMENTS**

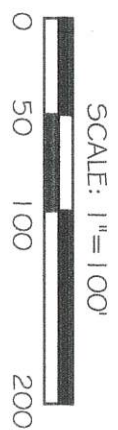
Please see the following attachments:

1. Replat Map of the Dar-A-Con Minor Subdivision
  2. Section 405.190 Minor Subdivision Procedure
  3. The paper map originals for the Dar-A-Con Minor Subdivision will be available for viewing during the Planning and Zoning Commission meeting on April 16<sup>th</sup>, 2026.
-

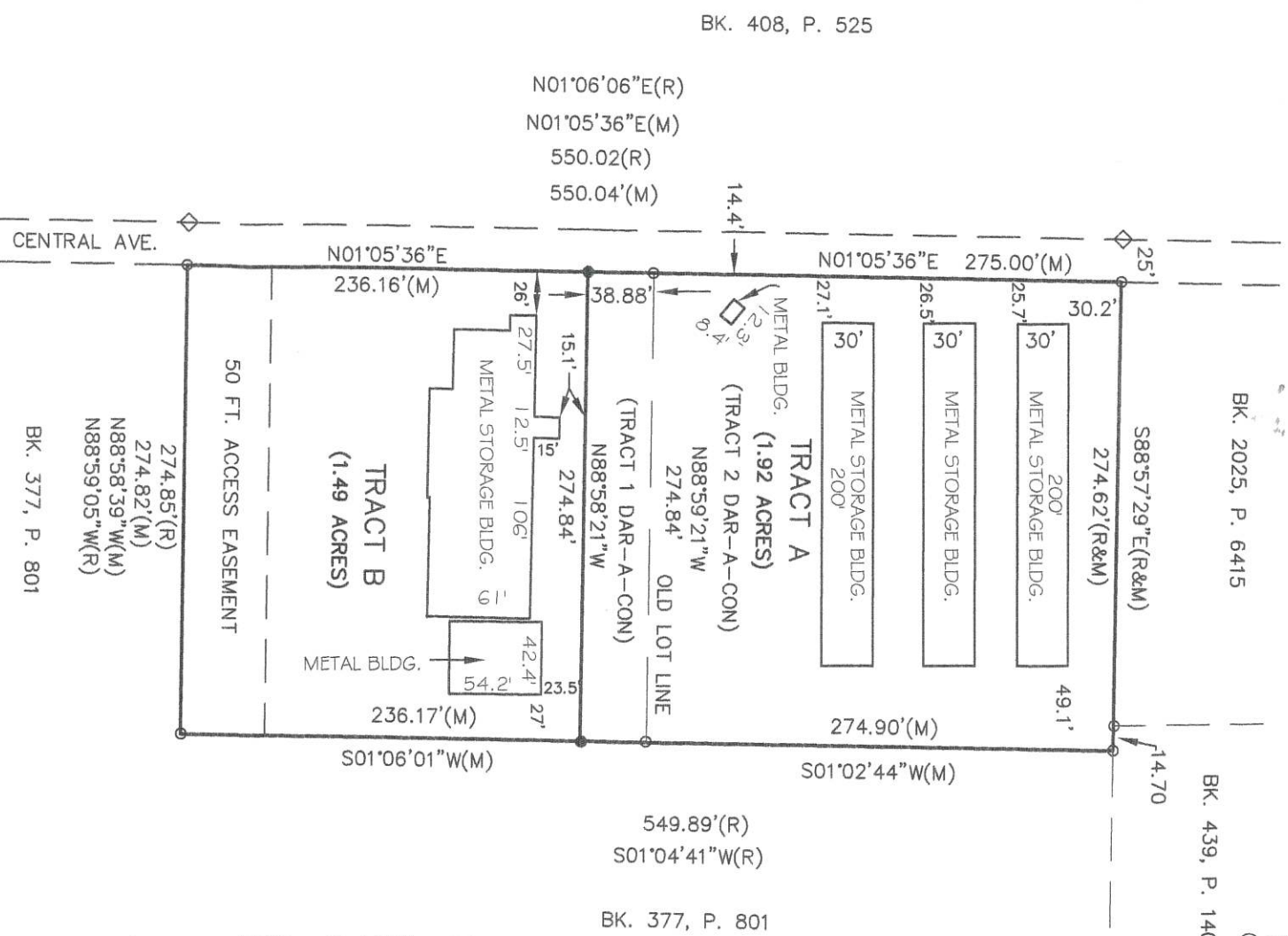
REPLAT OF TRACTS 1 & 2 OF THE DAR-A-CON  
MINOR SUBDIVISION OF THE CITY MONETT, LAWRENCE COUNTY, MO.

BASIS OF BEARINGS

THE NORTH LINE OF THE SUBJECT TRACT S88°57'29"E PER  
THE NORTH LINE OF LOT 2 OF THE DAR-A-CON MINOR SUBDIVISION.



- LEGEND
- SET IRON PIN
  - FOUND IRON PIN
  - ◇ FOUND RR SPIKE
  - (M) MEASURED
  - (R) RECORD



PROPERTY DESCRIPTION

TRACT A: TRACT 2 OF THE DAR-A-CON MINOR SUBDIVISION OF THE CITY OF MONETT, LAWRENCE COUNTY, MISSOURI AND ALSO, THE NORTH 38.88 FEET OF TRACT 1 OF SAID SUBDIVISION.

TRACT B: ALL OF TRACT 1 OF THE DAR-A-CON MINOR SUBDIVISION OF THE CITY OF MONETT, LAWRENCE COUNTY, MISSOURI EXCEPT FOR THE NORTH 38.88 FEET THEREOF.

SOURCE DEED: BOOK 456, PAGE 3679  
SUBURBAN PROPERTY CLASSIFICATION

CERTIFICATE OF OWNERSHIP

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS WITHIN THE JURISDICTION OF THE CITY OF MONETT, MISSOURI AND THAT I FREELY ADOPT THIS PLAN OF SUBDIVISION,

ROYAL ROCKET COMMERCIAL REAL ESTATE, LLC  
BRUCE A. TETER MEMBER

NOTARY PUBLIC

STATE OF MISSOURI )  
CITY OF \_\_\_\_\_ ) SS

BE IT REMEMBERED THAT ON THIS \_\_\_\_\_ DAY OF  
2026, BEFORE ME, A NOTARY PUBLIC IN  
AND FOR CITY AND STATE CAME

SAME PERSON PERSONALLY KNOWN TO BE THE SAME PERSON WHO EXECUTED THE FOREGOING INSTRUMENT OF WRITING AND DULY ACKNOWLEDGE THE EXECUTION OF THE SAME. IN TESTIMONY WHEREOF, I HAVE SET MY HAND AND AFFIXED MY NOTARIAL SEAL IN THE DAY AND YEAR ABOVE WRITTEN.

NOTARY PUBLIC  
MY COMMISSION EXPIRES \_\_\_\_\_

CERTIFICATE OF APPROVAL

I, HEREBY CERTIFY THAT THE MINOR SUBDIVISION SHOWN ON THIS SURVEY DOES NOT INVOLVE THE CREATION OF NEW PUBLIC STREETS OR ANY CHANGE IN EXISTING PUBLIC STREETS, THAT THE SUBDIVISION IS IN COMPLIANCE WITH THE CITY OF MONETT SUBDIVISION ORDINANCE AND THAT THEREFORE THIS SUBDIVISION HAS BEEN APPROVED BY THE MONETT PLANNING AND ZONING COMMISSION, SUBJECT TO BEING RECORDED IN THE LAWRENCE COUNTY REGISTRY WITHIN SIXTY (60) DAYS OF THE DATE SHOWN BELOW.

DATE \_\_\_\_\_ CHAIRMAN, PLANNING AND ZONING  
COMMISSION

SURVEYOR'S CERTIFICATE

I, SAMUEL R. GOODMAN, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT THE ABOVE SURVEY OF LAND HEREIN DESCRIBED WAS PREPARED UNDER MY SUPERVISION AND THAT THE CORNER MONUMENTS AND LOT PINS SHOWN HEREIN WERE PLACED UNDER MY PERSONAL SUPERVISION, IN ACCORDANCE WITH THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS, FOR THE CITY OF MONETT, MISSOURI.

*Samuel R. Goodman*  
SAMUEL R. GOODMAN  
RLS 2031



GOODMAN SURVEYING

REGISTERED LAND SURVEYOR  
3215 LAWRENCE 2217, PIERCE CITY, MISSOURI 65723

OWN BY	SIG.	DATE	REVISION
END BY		3/18/26	REPLATED MINOR SUBDIVISION
APRD BY		2/06/26	

FB: AC, DWG: C:GOODMAN DWG:Teter, B-26.dwg

BRUCE TETER SURVEY  
TRACTS 1 & 2 OF THE DAR-A-CON MINOR SUBDIVISION OF  
THE CITY OF MONETT, LAWRENCE COUNTY, MISSOURI

ARTICLE VII  
**Minor Subdivisions**

**Section 405.190. Minor Subdivision Procedure. [R.O. 2012 §405.200; Ord. No. A-6473 §405.200, 3-13-1997; Ord. No. A-6952 §1, 5-10-2000; Ord. No. 7208 §1, 8-20-2002]**

- A. *Applicability And Intent.* The intent of this Article is to provide for the subdivision of a tract or lot into not more than five (5) lots, including any remainder proposed to be retained by the owner, provided that public improvements are not required and the resulting lots shall not again be divided without replatting. The Planning and Zoning Commission shall approve or disapprove minor subdivisions in accordance with the provisions of this Article.
- B. *Minor Subdivision Procedure And Approval.*
1. An application for minor subdivision approval shall be submitted to the Building and Zoning Department no less than fifteen (15) days prior to the scheduled Planning and Zoning Commission meeting. The application shall be accompanied by four (4) paper copies and one (1) mylar copy of the following. **[Ord. No. 8479, 10-20-2016]**
    - a. A certified survey, signed and sealed by a registered land surveyor, of the lot(s) and the location of any structure(s) thereon, together with the exact nature, location and dimension of the proposed minor subdivision.
    - b. The minor plat shall be clearly and legibly drawn. The size of the map shall not be less than eighteen (18) inches by twenty-four (24) inches and shall be drawn to a scale of one (1) inch equals fifty (50) feet, and showing:
      - (1) Tract boundaries.
      - (2) Proposed general lot layout.
      - (3) Streets on and adjacent to the tract.
      - (4) Location of any easements.
      - (5) North point and approximate scale.
  2. The Planning and Zoning Commission shall review applications for minor subdivisions based on the following guidelines:
    - a. No minor subdivisions shall be approved if:
      - (1) More than five (5) lots will be created.
      - (2) New streets or alleys are needed or proposed.
      - (3) A vacation of streets, alleys, easements, setback lines or access control is needed or proposed.
      - (4) There is less street right-of-way than required by the City Code, unless such dedication can be made by separate instrument.

- (5) A substandard sized lot will be created.
  - (6) The subdivision will result in a lot or tract without direct sixty (60) foot frontage on a City street.
  - (7) The extension of a public water or sewer system is needed or proposed.
  - (8) The installation of drainage improvements through one (1) or more lots to serve one (1) or more other lots is needed or proposed.
  - (9) The subdivision will result in significant increases in utilities and services levels or will interfere with maintaining existing utilities and services (e.g., traffic control, street maintenance, etc.).
  - (10) The tract or lot to be subdivided has been previously created through the minor subdivision procedures of this Article.
3. The Planning and Zoning Commission shall make a determination within thirty (30) working days of the meeting at which the minor subdivision is considered. The Planning and Zoning Commission shall approve the proposed subdivision unless the proposed subdivision fails to comply with Section 450.200 or any other applicable requirement of this Article. If the subdivision is disapproved, the Planning and Zoning Commission shall provide the applicant with a written statement of the reasons for denial within ten (10) days of action by the Planning and Zoning Commission.
  4. Approval of the minor subdivision is contingent upon the survey being recorded within sixty (60) days after the date the Certificate of Approval is signed by the Planning and Zoning Commission Secretary.

C. *Certifications For Minor Subdivision.* The following certificates shall be signed and affixed to the minor subdivision survey and a certified copy shall be recorded in the Barry County Registry:

1. ***Certificate of Ownership***

I hereby certify that I am the owner of property described hereon, which property is within the jurisdiction of the City of Monett, Missouri and that I freely adopt this plan of subdivision.

\_\_\_\_\_ Owner

\_\_\_\_\_ Date

My Commission Expires: \_\_

2. ***Certificate of Approval***

I hereby certify that the minor subdivision shown on this survey does not involve the creation of new public streets or any change in existing public streets, that the subdivision shown is in compliance with the City of Monett Subdivision Ordinance and that therefore this subdivision has been approved by the Monett Planning and Zoning Commission, subject to its being recorded in the Barry County Registry within sixty (60) days of the date below.

Date \_\_\_\_\_  
\_\_\_\_\_  
Chairman, Planning and  
Zoning Commission

3. ***Certificate of Survey and Accuracy***

I, \_\_\_\_\_, hereby state that the survey of the land herein described was prepared under my supervision and that the corner monuments and lot corner pins shown herein were placed under personal supervision of \_\_\_\_\_, in accordance with the Minimum Standards for Property Boundary Surveys, for the City of Monett, Missouri.

Date \_\_\_\_\_  
\_\_\_\_\_  
Surveyor  
\_\_\_\_\_  
Registration No.

4. Legal description of subdivision and lots (to be entered on certification sheet).

Parcel: 18-4.0-19-000-000-015.000

Situs: 22932 LAWRENCE 1075

Owner and Mailing Address:

ROYAL ROCKET COMMERCIAL REAL ESTATE LLC

P O BOX 371

NIXA MO 65714

0371-0213 1998-01-01 GR: WOODWARD, WILBUR & GERRY

Legal Description:

COMM AT THE SW COR SE, THEN N149.97' E25', THEN N275.01' TO POB, THEN N275.01' E274.62' S274.94' W TO POB

Deed Acres: 1.73 Calc Acres: 0.00

Sec 19: 27 Bwp: 26 Rge: 27

NBHD: 0 Subdivision:

SCHOOL: City: Fire: Ambul:

GE:

TYPE	STRUCT VAL	LAND VAL	TOTAL VAL	TOT ASSESS
RES	\$0	\$0	\$0	\$0
AGR	\$0	\$0	\$0	\$0
COMM	\$284,700	\$12,000	\$296,700	\$94,940
VAC	\$0	\$0	\$0	\$0
TOTALS	\$284,700	\$12,000	\$296,700	\$94,940

Type	Cls	Code	Size	Depth	UnitPr	Pct	Value	Code	Size	Fact	Total
SMACRE	C		1.73	0.0	0.00	0.00	12000				

**FIELD NOTES:** BENE 450/2339 6/6/2014

Bldg No.	Struct	Yr Built	Yr Rem	Eff Yr	Stor	Bd Rm	Room	Class RateCd	Class Units	Const Units	Total Units	Base Rate	Adj Rate	Index	SqFt Cost	Base Area	Adj Area	Base Cost	Extra Feat	Replace Cost	Phy Cond	Adj Cond	Appraised Value
3C	84-STRB	2001	0	0	1	0	48	F-43/	0	39	39	3.62	3.62	3.05	11.04	6000	6000	66240.00	53747	119987.00	85	85	101990.00
4C	84-STRB	2005	0	0	1	0	0	F-43/	0	39	39	3.62	3.62	3.05	11.04	6000	6000	66240.00	41504	107744.00	85	85	91580.00
21C	84-STRB	2009	0	0	1	0	40	F-43/	0	35	35	3.62	3.62	3.05	11.04	6000	6000	66240.00	40992	107232.00	85	85	91150.00

Str#: 4	STRB	Yr: 2005	Base: 6,000	Adj: 6,000	CL: F-43
PLMB	99 OH DOORS	1 0	13608	QLEL 2 MINIMUM	1 0 1
FOND	1 SLAB	1 0 0			
FOND	6 CONCRETE	1 0 0			
EXTW	56 ENAM METAL	1 0 16			
RFTY	3 GABLE	1 0 8			
RFMT	11 ENAM. METAL(	1 0 8			
FLOR	3 CONC. ON GRA	1 0 6			
INFN	1 UNFINISHED	1 0 0			

Str#: 21	STRB	Yr: 2009	Base: 6,000	Adj: 6,000	CL: F-43
PLMB	99 OH DOORS	40 0	13440	QLEL 2 MINIMUM	1 0 1
FOND	1 SLAB	1 0 0			
FOND	6 CONCRETE	1 0 0			
EXTW	56 ENAM METAL	1 0 16			
RFTY	3 GABLE	1 0 8			
RFMT	15 ENAM. METAL(	1 0 4			
FLOR	3 CONC. ON GRA	1 0 6			
INFN	1 UNFINISHED	1 0 0			

2026 Lawrence County PRC

03/24/2026 03:23:14

Card 1 OF 1

Parcel: 18-4.0-19-000-000-015.001

Situs:

Owner and Mailing Address:

ROYAL ROCKET COMMERCIAL REAL ESTATE LLC

P O BOX 371

NIXA MO 65714

Legal Description:

PART OF SW SE, COMM AT SW COR, THEN  
149.97'N 25'E, THEN N275.01' E274.62'  
S274.94' W TO POB

Deed Acres: 1.74 Calc Acres: 0.00

Sec: 19 Twp: 26 Rge: 27

NBHD: 0 Subdivision:

SCHOOL: City: Fire: Ambul:



TYPE	STRUCT VAL	LAND VAL	TOTAL VAL	TOT ASSESS
RES	\$0	\$0	\$0	\$0
AGR	\$0	\$0	\$0	\$0
COMM	\$186,800	\$16,800	\$203,600	\$65,160
VAC	\$0	\$0	\$0	\$0
TOTALS	\$186,800	\$16,800	\$203,600	\$65,160

Type	Cls	Code	Size	Depth	UnitPr	Pct	Value	Code	Size	Fact	Total
OVR	C		0.00	0.0	12000.00	0.00	16800				

Bldg No.	Struct	Yr Built	Yr Rem	Eff Yr	Stor	Bd Rm	Room	Class RateCd	Class Units	Const Units	Total Units	Base Rate	Adj Rate	Index	SqFt Cost	Base Area	Adj Area	Base Cost	Extra Feat	Replace Cost	Phy Cond	Adj Cond	Appraised Value	EFPG					
1C	38-FACT	1976	1986	0	0	0	3	D/L	0	91	91	14.10	12.83	3.05	39.13	4962	5346	209188.98	39961	249149.98	45	45	112120.00	ELEC	4	1-2 FIX RESTROOM	1	0	528
2C	39-WHSE	1977	0	0	0	0	3	D/L	0	94	94	14.70	13.82	3.05	42.15	2808	2808	118357.20	13945	132302.20	45	45	59540.00	ADJS	4	MAXIMUM PARTITIONS	1	0	4
5C	15-CDK	1986	0	0	0	0	0	M-01	0	0	0	1.02	1.02	3.05	3.11	780	780	2425.80	0	2425.80	45	45	1090.00	IFIN	3	WD. OR CEIL. BD	1	50	8
6C	92-LITE	2005	0	0	1	0	0	NA/O	0	0	0	100.00	100.00	3.05	305.00	10	10	3050.00	0	3050.00	45	45	1370.00	IFIN	1	UNFINISHED	1	50	0
22C	39-WHSE	1978	0	0	0	0	0	D/L	0	35	35	15.06	4.07	3.05	12.41	2268	2268	28145.88	0	28145.88	45	45	12670.00	FLOR	3	CONC. ON GRADE	1	0	6
																								RMAT	11	ENAM. METAL(C)	1	0	8
																								RTYP	3	GABLE	1	0	8
																								EXTW	99				44
																								FOND	6	CONCRETE	1	0	0
																								FOND	1	SLAB	1	0	0
																								HTAC	99				7131
																								EFPG	99				5443
																								PLBG	3	AVERAGE	1	0	8

Str#: 2 WHSE Yr: 1977 Base: 2,808 Adj: 2,808 CL: D  
 EPPG 21 1-2 FIX RES 1 0 528 IFIN 1 UNFINISHED 1 50 0  
 HTAC 10 FHA 1 0 4044 IFIN 3 WD. OR CEIL. 1 50 8  
 FOND 1 SLAB 1 0 0 ADJS 4 PARTITIONS 1 0 7  
 FOND 6 CONCRETE 1 0 0 ELEC 4 MAXIMUM 1 0 5  
 EXTW 99 1 0 44 PLBG 3 AVERAGE 1 0 8  
 RTYP 3 GABLE 1 0 8  
 RMAT 11 ENAM. METAL( 1 0 8  
 FLOR 3 CONC. ON GRA 1 0 6

Str#: 5 CDK Yr: 1986 Base: 780 Adj: 780 CL: M-01

Str#: 6 LITE Yr: 2005 Base: 10 Adj: 10 CL: NA

Str#: 22 WHSE Yr: 1978 Base: 2,268 Adj: 2,268 CL: D  
 FOND 1 SLAB 1 0 0  
 FOND 6 CONCRETE 1 0 0  
 EXTW 56 ENAM METAL 1 0 16  
 RFTY 3 GABLE 1 0 8  
 RFMT 15 ENAM. METAL( 1 0 4  
 FLOR 3 CONC. ON GRA 1 0 6  
 INFN 1 UNFINISHED 1 0 0  
 QLEL 2 MINIMUM 1 0 1

## NOTICE OF PLANNING AND ZONING COMMISSION HEARING

Notice is hereby given to all interested parties that a meeting of the Planning and Zoning Commission has been scheduled for **April 16<sup>th</sup> @ 6:00pm**. The following is a tentative agenda for that meeting:

### Consideration and Review of the following

Replat of the Dar-A-Con Minor Subdivision.

Lawrence County

All of the Dar-A-Con Minor Subdivision of the City of Monett, Lawrence County, Missouri, as recorded in the Lawrence County Recorder of Deeds Book 456, Page 3679. Subject to easements, restrictions, reservations and covenants of record, if any.

Notice is further given that said Commission of the City of Monett, Missouri at the hour of **6:00 p.m. on the 16<sup>th</sup> day of April 2026** will consider said agenda. The meeting of the Planning and Zoning Commission will be held in the Main Boardroom of the Monett City Annex, located at 100 S. Maple Street. The meeting is open to the public and all interested parties may attend and be heard.

/s/ Mike Wallace

---

Chairman-Planning and Zoning Commission

**NOTICE OF PLANNING AND  
ZONING COMMISSION  
HEARING**

Notice is hereby given to all interested parties that a meeting of the Planning and Zoning Commission has been scheduled for **April 16th @ 6:00pm**. The following is a tentative agenda for that meeting:

**Consideration and Review  
of the following**

Replat of the Dar-A-Con Minor Subdivision.

Lawrence County

All of the Dar-A-Con Minor Subdivision of the City of Monett, Lawrence County, Missouri, as recorded in the Lawrence County Recorder of Deeds Book 456, Page 3679.

Subject to easements, restrictions, reservations and covenants of record, if any.

Notice is further given that said Commission of the City of Monett, Missouri at the hour of **6:00 p.m. on the 16th day of April 2026** will consider said agenda. The meeting of the Planning and Zoning Commission will be held in the Main Boardroom of the Monett City Annex, located at 100 S. Maple Street. The meeting is open to the public and all interested parties may attend and be heard.

/s/ Mike Wallace

Chairman-Planning and  
Zoning Commission

\_\_\_\_\_ **#R-16304-4-1-1tc**



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 3/25/2026, Updated 3/30/2026  
**Re:** Update following 3/19/2026 P&Z, Differences between Zones B1/B2/B3

---

### GENERAL INFORMATION

This month, the Community Development Department is presenting the last draft ordinance to the Planning and Zoning Commission prior to taking said example ordinance to the City Council for discussion and voting for approval.

Found in this packet are the same two staff reports from the March 19, 2026 Planning and Zoning Commission meeting. These two reports remained unchanged. This staff report will serve to cover any outstanding informational items to be discussed or unsettled, as well as to include the key differences between Zones B1, B2, and B3.

Again, I want to emphasize that the key distinction is that inside the bounds of the MCCD, the “raising” of a Zone from B1 to B2, etc. would remain similar to a typical rezoning – a process handled by the Planning and Zoning Commission. This allows for more oversight of multifamily developments (above traditional duplexes) and would lead to structured, appropriate growth of the multifamily in our town.

It was briefly mentioned during the 3/19/2026 meeting of discussing extending the boundaries of this overlay district. This is certainly an option in the future. The initial goal of the MCCD was to produce a method for protecting the older parts of Monett and likewise implement the capping of unrestricted multifamily at the duplex level. We acknowledge that there are still concerns over the lack of protection for multifamily development outside these bounds. While we are certainly not intending to let these concerns go unhandled, the longer-term plan is to implement these zoning changes into the new City’s Comprehensive Plan being considered this year in 2026. In the meantime, we hope to pass the MCCD and roll out extensions where necessary and appropriate.

As for the differences between Zones B1, B2, and B3, the core difference is in the number of dwelling units allowed per acre. There are also changes to maximum building height and parking, among other residual modifications (all stemming from dwelling unit per acre consequences).

---

---

**GENERAL INFORMATION, CONT.**

With regards to dwelling units per acre (DU/A), or “density”:

- B1 single-family: minimum lot size of 5,600 sq ft
- B1 duplex: allows for a maximum of seven (7) DU/A, or ~6,222 sq ft lot size
  
- B2 single-family: minimum lot size of 6,000 sq ft
- B2 two-family: minimum lot size of 3,000 sq ft per dwelling unit
- B2 three(+)-family: allows for a maximum of ten (10) DU/A, or 4,356 sq ft per dwelling unit
  
- B3 single-family: minimum lot size of 6,000 sq ft
- B3 two-family: minimum lot size of 3,000 sq ft per dwelling unit
- B3 three(+)-family: allows for a maximum of fifteen (15) DU/A, or 2,904 sq ft per dwelling unit

With regards to building height:

- B1 allows for a maximum of 20 feet of building height
- B2 allows for a maximum of 35 feet of building height
- B3 allows for a maximum of:
  - 35 feet of building height for single-family and duplex residences
  - 45 feet of building height for three(+)-family residences

With regards to parking:

- B1 requires two (2) parking spaces per dwelling unit
- B2 requires two (2) parking spaces per dwelling unit
- B3 requires:
  - For units limited to housing for elderly: two (2) parking spaces per dwelling unit
  - For one-bedroom units: two (2) parking spaces per bedroom
  - For two-bedroom units: one and one-half (1.5) parking spaces per bedroom
  - For three or more bedroom units: one (1) parking space per bedroom

With regards to setbacks, the setbacks of B-1 zones do not change and are equivalent to the setback requirements of our current regulations. However, for B2 and B3, the setbacks increase minorly as the building height increases. And lastly, for B3 exclusively, when a B3 area abuts a single-family zoned area, there are additional deeper rear setback requirements for the B3 lot.

There are expected minor changes to minimum road frontages and the introduction of a lot coverage maximum, both of which are effectively derived from the densities above and should create no undue consequences of their own.



---

## **PROPOSAL**

The Community Development Department is introducing a new multifamily zoning overlay district – called the “Monett Core Conservation District” – the goal of which is to implement three new tiered multifamily districts to an overlay area corresponding to approximately the core portions of the City of Monett, to rezone all multifamily areas within this area from “B” Multifamily to “B-1” Low Density Multifamily, and to introduce the possibility for property owners within this core area to rezone their property to “B-2” Medium and “B-3” High Density Multifamily through the traditional rezoning process.

---

---

## **RECOMMENDATION**

The Community Development Department recommends that the Planning and Zoning Commission recommend for approval to the City Council the introduction of the “Monett Core Conservation District”, the introduction of the various Zone additions of B-1, B-2, and B-3 to our Multifamily Regulations, and the implementation of said new Zones into the areas of the “MCCD”. We believe this is the first step to modernizing our multifamily zoning regulations, and will provide both increased protection of the core areas of Monett, as well as increased oversight over multifamily development within Monett.

---

---

## **ATTACHMENTS**

Please see the following attachments:

1. Most Recent Draft of the MCCD
  2. Previous Staff Report on the MCCD #1
  3. Previous Staff Report on the MCCD #2
-

---

BILL NO.

ORDINANCE NO.

**AN ORDINANCE CREATING A NEW OVERLAY DISTRICT BY ADDING SECTION 400.065, USE, HEIGHT AND AREA REGULATIONS OF THE MONETT CORE CONSERVATION DISTRICT (MCCD), IN ARTICLE III OF CHAPTER 400 – “B” SECOND RESIDENTIAL (MULTIPLE DWELLING) DISTRICT ZONING REGULATIONS OF THE CODE OF THE CITY OF MONETT, MISSOURI**

**WHEREAS**, a historically single-family residential area predominantly zoned “B” Second Residential (Multiple Dwelling) in the core of the City of Monett would benefit from the creation of a Monett Core Conservation District (“MCCD”) by adding a new Section 400.065 to Article III of Chapter 400, Zoning Regulations; and

**WHEREAS**, the MCCD zoning overlay district, will allow and further encourage the low-density multi-family uses within its boundaries while preserving the existing character of the single-family neighborhoods located near the historic downtown area and the Cleveland Street corridor and includes an area of long-established neighborhoods dating to the City’s founding; and

**WHEREAS**, the purpose of this Ordinance is to adopt a tiered zoning framework establishing a maximum density for multi-family residential uses which are zoned District "B" – Second Residential District within an area bounded by Sycamore Street and Honeysuckle Lane (North), Eisenhower Street (West), U.S. Highway 60 (South), and 13th Street / Kyler Street (East) while still allowing for opportunities for medium and high density uses where appropriate; and

**WHEREAS**, to accomplish this, the MCCD is comprised of a tiered multi-family zoning framework with B-1 (Low Density), B-2 (Medium Density) and B-3 (High Density) subdistricts and at the time of adoption, all property within the overlay district shall be zoned B-1 (Low Density) and property owners may request B-2 or B-3 zoning through the zoning map amendment process in Section 400.210, and

**WHEREAS**, all property within the MCCD zoned B-1 (Low Density) allows only two-family (duplex) dwellings at densities up to 7 dwelling units per acre and will minimize lot consolidations within the MCCD for the purpose of constructing new multi-family structures exceeding this density ratio; and

**WHEREAS**, there are many existing homes and vacant lots in these areas that do not meet present-day dimensional standards, resulting in hardships when owners seek to rebuild or develop, and that the lot frontage standards set forth in the Legacy Lot Overlay (LLO) set forth in Article III-C Section 400.77 Height and Area Regulations shall apply within the MCCD; and

**WHEREAS**, the MCCD overlay district provides flexibility for the use, repair, and reconstruction of existing residential lots while maintaining compatibility with surrounding development, stabilization of property values, and preserving the character of the neighborhoods; and

---

**WHEREAS**, pursuant to Section 89.020 of the Revised Statutes of Missouri and for the purpose of promoting health, safety, morals or the general welfare of the community, the City Council is empowered to regulate and restrict the height, number of stories, and size of buildings and other structures, the percentage of lot that may be occupied, the size of yards, courts, and other open spaces, the density of population, the preservation of features of historical significance, and the location and use of buildings, structures and land for trade, industry, residence or other purpose; and

**WHEREAS**, pursuant to Section 89.040 of the Missouri Revised Statutes, the City Council is empowered to enact such regulations in accordance with a comprehensive plan and designed to lessen congestion in the streets; to secure safety from fire, panic and other dangers; to promote health and the general welfare; to provide adequate light and air; to prevent the overcrowding of land; to avoid undue concentration of population; to preserve features of historical significance; to facilitate the adequate provision of transportation, water, sewerage, schools, parks, and other public requirements; and

**WHEREAS**, pursuant to Section 89.040 of the Missouri Revised Statutes such regulations shall be made with reasonable consideration, among other things, to the character of the district and its peculiar suitability for particular uses, and with a view to conserving the values of buildings and encouraging the most appropriate use of land throughout such municipality; and

**WHEREAS**, the Zoning Regulations for the Monett require a Public Hearing before the Planning Commission before consideration of recommendations to the City Council for or against amendments to the Zoning Code; and

**WHEREAS**, the Zoning Regulations for Monett, require an advertisement for the Public Hearing at least fifteen (15) days before the Zoning and Planning Commission Public Hearing for the approval of amendment to the Zoning Code; and

**WHEREAS**, the City did advertise for the Public Hearing at least fifteen (15) days before the Zoning and Planning Commission Public Hearing for the approval of amendment to the Zoning Code; and

**WHEREAS**, the Public Hearing was held before the Monett Zoning and Planning Commission on April 16<sup>th</sup>, 2026 at 6:00 PM at the Monett City Annex located at 100 South Maple in Monett; and

**WHEREAS**, after publication of the hearing and the consideration of the discussions in the public hearing and discussions of the Zoning and Planning Commission, the Zoning and Planning Commission determined that this amendment to the Monett City Code is reasonable and necessary; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MONETT, MISSOURI, AS FOLLOWS:**

**Section 1.** It is the intention of the City Council, and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Monett

---

City Code, and the sections of this ordinance may be renumbered to accomplish such intention.

**Section 2.** That Section 400.065 – Monett Core Conservation District “MCCD” Overlay be added to Article III of Chapter 400, and is hereby amended to read by adding as follows:

**Section 400.065 – Monett Core Conservation District “MCCD”**

A. **Purpose and Intent:** This Ordinance is to adopt a tiered zoning framework through the use of a zoning overlay district to establish a maximum density for multi-family residential uses which are zoned District "B" – Second Residential District within an area bounded by Sycamore Street and Honeysuckle Lane (north), Eisenhower Street (west), U.S. Highway 60 (south), and 13th Street / Kyler Street (east).

The zoning overlay district, to be known as the Monett Core Conservation District (MCCD), will allow and further encourage the low-density multi-family uses within its boundaries while preserving the existing character of the single-family neighborhoods located near the historic downtown area and the Cleveland Street corridor.

The MCCD includes an area of long-established neighborhoods dating to City’s founding. Comprised of 929 acres, approximately 407 acres (44%) within the MCCD are zoned “District B – Second Residential District.” The majority of District B parcels in the overlay area are between 40 and 50 feet wide with residential structures placed 15-25 feet (25% of the lot depth) from the property line and with minimum side yard setbacks of 7 to 10 feet.

The low-density multi-family housing within the MCCD supports the transition from commercial uses in the downtown and along the Cleveland Street corridor to residential uses while addressing vehicular and stormwater management infrastructure impacts.

The MCCD overlay district shall only apply to properties zoned District B – Second Residential District within its boundaries. Consistent with this, all property within the MCCD shall be zoned B – Low Density to allow and support two-family (duplex) dwellings at densities up to 7 dwelling units per acre. This will minimize lot consolidations within the MCCD for the purpose of constructing new multi-family structures exceeding this density ratio.

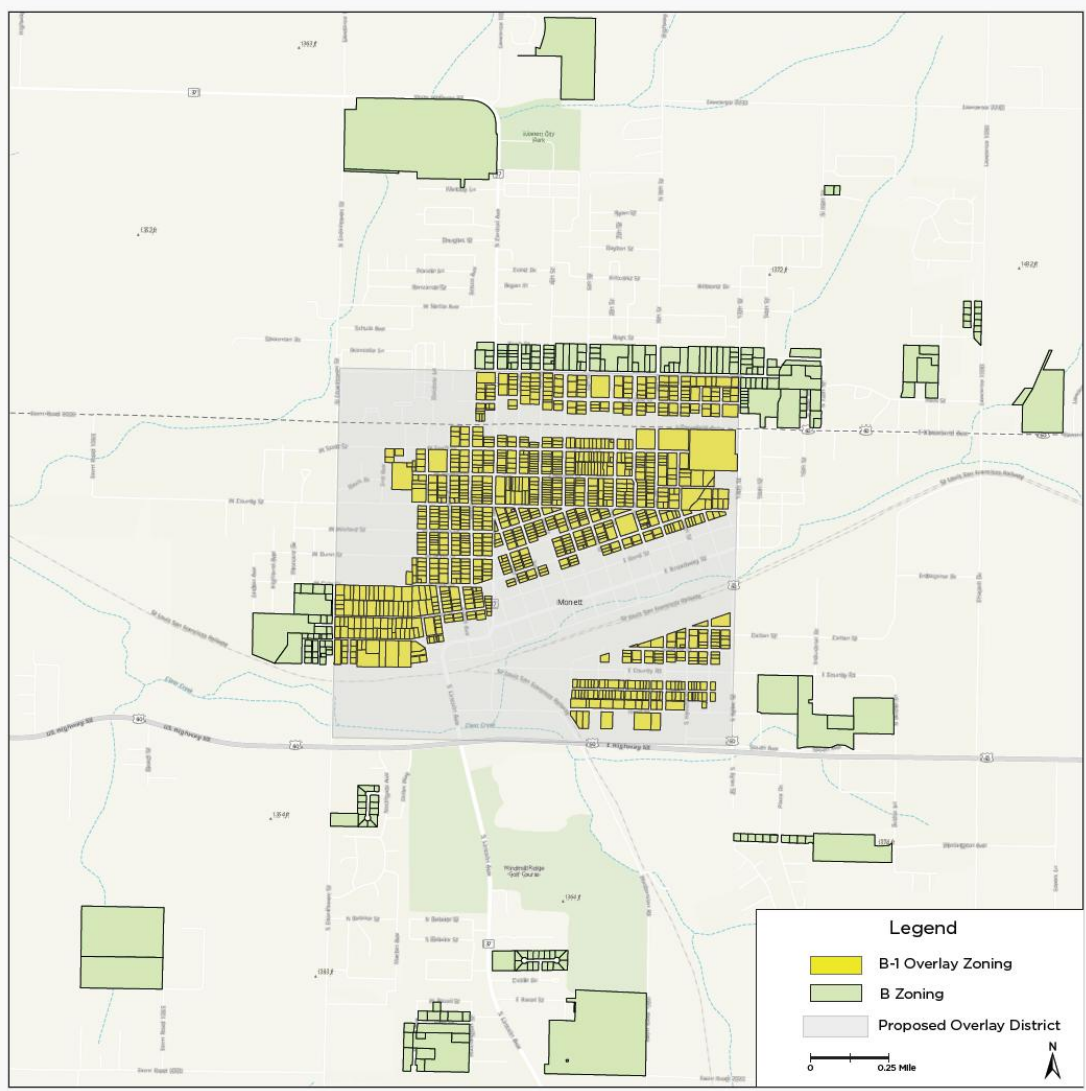
Greater residential densities are supported outside the MCCD in the standard District "B" – Second Residential District. Within the MCCD, higher densities may be allowed by the B-2 (Medium-Density Multiple Dwelling District) and the B-3 (High-Density Multiple Dwelling District) as provided through the zoning map

amendment process in Section 400.210. Amendments, Modifications, Etc., of Chapter or District Boundaries.

**B. Historic Monett Urban Conservation District Boundary Description and Map**

**A. Insert Legal Description of MCCD here**

B. The MCCD is within the boundaries of the following streets: Sycamore Street and Honeysuckle Lane (north), Eisenhower Street (west), U.S. Highway 60 (south), and 13th Street / Kyler Street (east).



---

### **C. MCCD Multi-Family Zoning Tier Structure**

The purpose of the Monett Core Conservation District is to encourage low density multi-family uses within its boundaries while still allowing for opportunities for medium and high density uses where appropriate. To accomplish this, the MCCD is comprised of a tiered multi-family zoning framework with B-1 (Low Density), B-2 (Medium-Density) and B-3 (High-Density) subdistricts. At the time of adoption, all property within the overlay district is zoned B-1. Property owners may request B-2 or B-3 zoning through the zoning map amendment process in Section 400.210. Amendments, Modifications, Etc., of Chapter or District Boundaries.

### **D. B-1 Low Density Zoning District**

- a. Purpose. The B-1 District is intended for low-density multifamily development at a ratio of 7 dwelling units per acre. This district permits housing types such as single-family detached and two-family attached (duplex) structures. It serves as a transition between single-family zones and higher-density residential or commercial areas. This mix of housing options maintains building scale through height and bulk controls and is consistent with what has been the traditional character of the neighborhoods within the MCCD for decades.
- b. Upon the date of adoption of this ordinance, all property within the MCCD shall be classified as “B-1 Low Density.”
- c. Permitted Uses. The following uses are permitted by right in the B-1 District:
  - a. All uses permitted in District A (One-Family Residential) as defined in Section 400.040.
  - b. Two-Family Dwellings (Duplexes). A building containing two dwelling units, arranged in a side-by-side manner consistent with the MCCD maximum height regulations.
- d. Accessory uses and structures. Accessory uses and structures incidental to the principal residential use including but not limited to detached garages, carports, storage sheds, home occupation offices, swimming pools, and recreation facilities for residents as subject to the accessory use regulations of Section 400.
- e. Lot Size and Building Standards. The B-1 District is subject to the following standards and limitations:

a. Setback, Area, and Height Regulations.

Residential Use	Area	Setbacks				Height
		Lot Frontage (Min)	Front From Property Line	Side From Property Line	Rear From Property Line	
<b>Single Family Detached</b>	5,600 square feet	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	20 feet. See Subsection 6 Dimensional Requirements
<b>Two-Family</b>	3,111 square feet per dwelling unit (Equivalent to 7 dwelling units per acre)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	20 feet. See Subsection 6 Dimensional Requirements

b. Maximum number of principal structures per lot: In B-1, not more than one principal building shall be located per parcel or lot of record. Each lot must have frontage on a public street. No private drives or access easements to lots without the required street frontage shall be allowed.

f. Dimensional Requirements. Development in B-1 must comply with the following:

- i. Maximum Building Height: 20 feet. Structures in B-1 are intended to be low-rise and consistent in height with existing conditions within the MCCD. Height is measured from average grade to the peak of the roof (or to the deck line of a mansard or the top of a flat roof parapet).
- ii. Lot Coverage: Maximum lot coverage by all buildings shall not exceed 40% of the lot area. Any accessory structures with a roof or any portion of the principal structure over which a roof is placed shall be included in the lot coverage calculation. The remaining 60% of the lot must remain landscaped or used for driveways/parking areas.

g. Off-Street Parking Requirements. Off-street parking in B-1 shall be provided in accordance with Chapter 400.190 (Off-Street Parking) of the Code, and meet the following minimum standards:

- i. Residential Parking: Two (2) parking spaces per dwelling unit for single-family and two-family dwellings. All parking spaces shall be located on the same lot as the dwelling(s) they serve. Parking may be in garages, carports, or on paved driveways or parking pads. On-

---

street parking shall not count toward meeting this minimum requirement.

- ii. Driveway and Layout: For one- and two-family dwellings, the driveway leading to a garage may count towards the required spaces if it is of adequate length (minimum 20 feet of driveway length from the front property line the building foundation to count as a space).

**E. B-2 Medium-Density Zoning District.**

1. Purpose. The B-2 District is established to accommodate medium-density multifamily housing. It permits apartments and townhouse developments while establishing standards to ensure such development is compatible within the MCCD. The B-2 zone is generally appropriate for sites near collector or arterial roads, around commercial centers, or as buffers between high-intensity zones and lower-density residential areas.

2. Permitted Uses. The following uses are permitted in B-2 within the MCCD:

- a. All uses permitted in B-1 meeting the requirements of this section.
- b. Apartments, condominiums, townhouses, and similar attached single-family housing developments or other buildings containing multiple dwelling units meeting the requirements of this section.

3. Accessory uses and structures. Accessory uses and structures incidental to the principal residential use including but not limited to detached garages, carports, storage sheds, home occupation offices, swimming pools, and recreation facilities for residents as subject to the accessory use regulations of Section 400.

4. Lot Size and Building Standards. The B-2 District is subject to the following standards and limitations:

5.

a. Setback, Area, and Height Regulations.

Residential Use	Area	Setbacks				Height
		Lot Frontage (Min)	Front From Property Line	Side From Property Line	Rear From Property Line	
<b>Single Family Detached Structures</b>	6,000 square feet	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	35 feet. See Subsection 8 Dimensional Requirements
<b>Two-Family Structures</b>	3,000 square feet per dwelling unit	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	35 feet. See Subsection 8 Dimensional Requirements
<b>3 or more Dwelling Unit Structures</b>	4,356 square feet per dwelling unit (Equivalent to 10 dwelling units per acre)	90 feet for corner lots. 80 feet for mid-block lots. See Subsection 6	See Subsection 7 Dimensional Requirements	See Subsection 7 Dimensional Requirements	See Subsection 7 Dimensional Requirements	See Subsection 7 Dimensional Requirements

b. No private drives or access easements to serve a B-2 zone lot shall be allowed.

c. Within the B-2 district, a ratio of 10 dwelling units per acre shall apply to lots containing or intended to contain 3 or more dwelling units. For these, a minimum of 4,356 square feet of lot area per dwelling unit is required to meet this ratio.

6. Density Standards. The B-2 District is subject to the following density standards:

- i. Density. A maximum of ten (10) dwelling units per acre are allowed in the B-2 zoning district.
- ii. Not more than one principal building shall be located per parcel or a lot of record in the B-2 district.
- iii. Each lot must have frontage on a public street. No private drives or access easements to lots without the required street frontage shall be allowed.
- iv. Minimum Lot Area: 6,000 square feet for any new lot created in B-2 intended for a detached single-family home or a two-family (duplex) structure. For lots intended for multi-family structures containing 3 or more dwelling units, each dwelling unit shall contain a minimum of 4,356 square feet of lot area.

- 
7. Lot Frontage and Width:
    - a. Each lot must have frontage on a public street. No private drives or access easements shall be allowed.
    - b. Minimum lot width of 80 feet at the front building line for any new B-2 lot. Corner lots should have at least 90 feet of frontage along the primary street to allow adequate side yard on the secondary street.
  8. Dimensional Requirements. Development in B-2 for structures containing 3 or more dwelling units must comply with the following bulk and setback standards:
    - i. Front Yard: Minimum 25-foot front setback from the front property line to any principal structure. For corner lots, the shortest street-adjacent lot dimension shall be designated the “front yard” for setback purposes; the other frontage shall adhere to the side yard requirement below.
    - ii. Side Yards: Minimum 7-foot side yard on each side of the lot for a building with a height of 20 feet or less. For buildings exceeding 20 feet in height, a minimum 10-foot side yard on each side is required. On corner lots, the side yard adjacent to the street shall be a minimum of 15 feet from the property line to provide adequate vision clearance.
    - iii. Rear Yard: Minimum 20-foot rear setback from the rear property line to any principal building. Accessory structures may be located in the rear yard but must be set back at least 5 feet from the rear lot line and not encroach into any easements.
    - iv. Maximum Building Height: Height is measured from average grade to the peak of the roof (or to the deck line of a mansard or the top of a flat roof parapet).
    - v. Lot Coverage: Maximum lot coverage by all buildings shall not exceed 40% of the lot area. At least 60% of the lot must remain as yard/open area, whether landscaped or used for driveways/parking.
  9. Off-Street Parking Requirements. Off-street parking in B-2 shall be provided in accordance with Chapter 400.190 (Off-Street Parking) of the Code, and meet the following minimum standards:
    - a. Residential Parking: Two (2) parking spaces per dwelling unit. All parking spaces shall be located on the same lot as the dwelling(s) they serve. Parking may be in garages, carports, or on paved driveways or parking pads.
    - b. Driveway and Layout: For units with attached garages and driveways intended to serve only the individual dwelling units, the driveway leading to a garage may count towards the required spaces if it is of adequate length (minimum 20 feet of driveway length from the front property line the building foundation to count as a space).

---

**F. B-3 High Density Zoning District.**

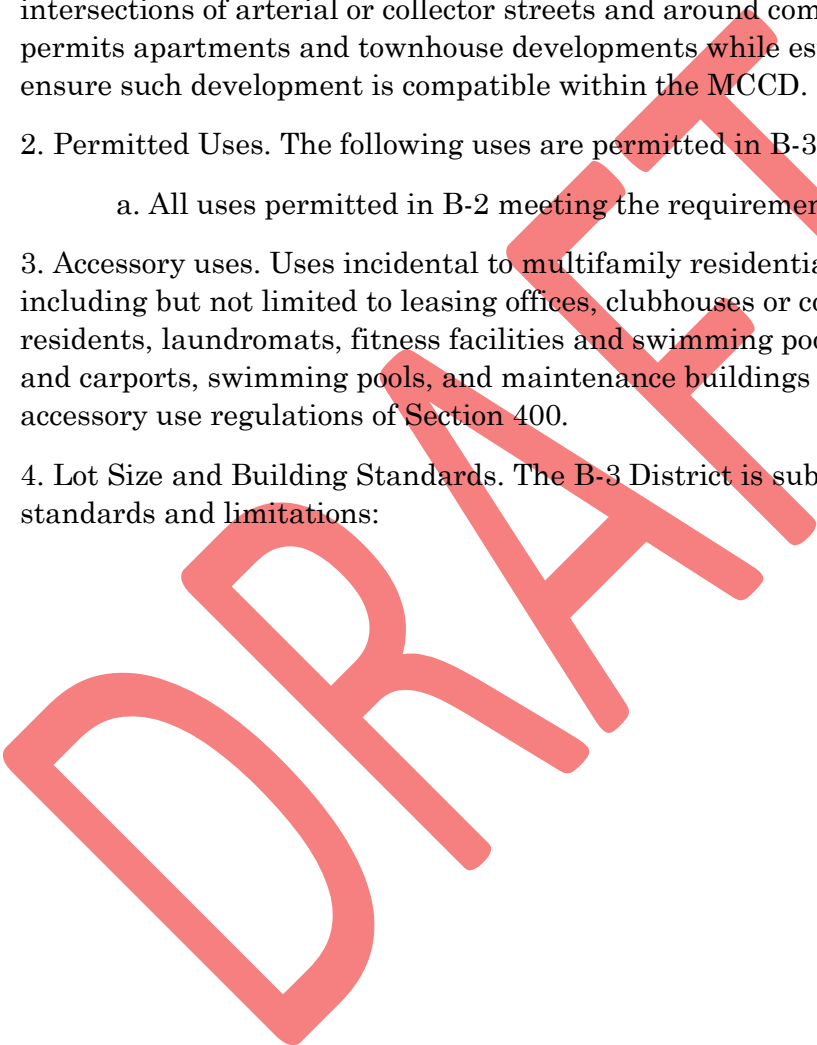
1. Purpose. The B-3 District is established to accommodate highly concentrated multiple-family residential development. This district provides for more intense land usage in areas where lower-density development is deemed neither appropriate nor economical. It is further intended for this district to provide apartment type dwellings in mid-rise structures for those persons desiring to live in such an environment. Allowing densities of up to 15 dwelling units per acre, this district may be applied to areas best suited for such intense residential usage, especially near intersections of arterial or collector streets and around commercial centers. It permits apartments and townhouse developments while establishing standards to ensure such development is compatible within the MCCD.

2. Permitted Uses. The following uses are permitted in B-3 within the MCCD:

a. All uses permitted in B-2 meeting the requirements of this section.

3. Accessory uses. Uses incidental to multifamily residential developments, including but not limited to leasing offices, clubhouses or community buildings for residents, laundromats, fitness facilities and swimming pools for residents, garages and carports, swimming pools, and maintenance buildings as subject to the accessory use regulations of Section 400.

4. Lot Size and Building Standards. The B-3 District is subject to the following standards and limitations:



a. Setback, Area, and Height Regulations.

Residential Use	Area	Setbacks				Height
		Lot Frontage (Min)	Front From Property Line	Side From Property Line	Rear From Property Line	
<b>Single Family Detached Structures</b>	6,000 square feet	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	35 feet
<b>Two-Family Structures</b>	3,000 square feet per dwelling unit	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	Same as District A (See section 400.050)	35 feet
<b>3 or more Dwelling Unit Structures</b>	2,904 square feet per dwelling unit (Equivalent to 15 dwelling units per acre)	100 feet. See Subsection 6	See Subsection 8 Dimensional Requirements	See Subsection 8 Dimensional Requirements	See Subsection 8 Dimensional Requirements	45 feet. See Subsection 8 Dimensional Requirements

b. Within the B-3 district, a ratio of 15 dwelling units per acre shall apply to lots containing or intended to contain 3 or more dwelling units. For these, a minimum of 2,904 square feet of lot area is required to meet this ratio.

c. To promote a cohesive development appearance and efficient use of parking areas, the B-3 district allows for multiple principal structures on the same lot. Each lot must have frontage and access to a public street.

5. Density Standards. The B-3 District is subject to the following density standards and limitations:

- i. Density. A maximum of fifteen (15) dwelling units per acre are allowed in the B-3 zoning district.
- ii. Minimum Lot Area: 6,000 square feet for any new lot created in B-3 intended for a detached single-family home or a two-family (duplex) structure. For lots intended for multi-family structures containing 3 or more dwelling units, each dwelling unit shall contain a minimum of 2,904 square feet of lot area.

6. Lot Frontage: Minimum lot width of 100 feet at the front building line for any B-3 lot.

---

7. Number of principal use structures per lot: Lots within B-3 may contain more than one (1) principal structure.

8. Dimensional Requirements. Development in B-3 for structures containing 3 or more dwelling units must comply with the following bulk and setback standards:

1. Front Yard: Minimum 40-foot front setback. If a B-3 development containing 3 or more dwelling units fronts on a state highway or major arterial where a larger right-of-way or future widening is a concern, the City may require a greater ~~deeper~~ front setback as a condition of rezoning to align with thoroughfare plans.
2. Side Yards: Minimum 10-foot side setback on each side for buildings up to two stories in height. For any building or portion of a building that exceeds 35 feet in height, the side setback shall be at least 15 feet on each side. Corner lot street side yards shall be a minimum of 20 feet from the property line along all street frontages.
3. Rear Yard: Minimum 20-foot rear setback. Lots containing or intended to contain 3 or more dwelling units directly abutting a single-family residential district (District A or MD), the adjacent rear yard shall be 25 feet to allow for screening.
4. Maximum Building Height: 45 feet for structures containing 3 or more Dwelling units. 35 feet for single family detached and two-family structures.
5. Maximum Lot Coverage: At least 50% of the lot must remain as any combination of yard, open space, or passive or active recreational space to serve residents comprised of pervious surfaces. On-site stormwater detention shall not count toward the yard, open space, or recreational space requirements. Paved parking, sidewalks, trash enclosure areas and other surfaces impervious to stormwater shall meet stormwater detention requirements but are not included in either building coverage or yard/ open space / recreational space percentages. Areas for landscaping or screening may be included toward yard/ open space / recreational space requirements.

**G. Off-Street Parking Requirements.**

1. For single family detached and two-family structures, off-street parking in B-3 shall be provided in accordance with Chapter 400.190 (Off-Street Parking). For structures with 3 dwelling units or more, the following shall apply:
  - i. For multi-family units limited to housing for the elderly: Two (2) spaces per dwelling unit;

- ii. For all other 3+ multifamily structures:
  1. Two (2) spaces for a one (1) bedroom unit;
  2. One and one-half (1 1/2) spaces per bedroom for two (2) bedroom unit; and
  3. One (1) space per bedroom for three (3) or more bedrooms in a multi-family dwelling.
- 2. **Location and Design:** Off-street parking should be located in either the side or rear yards. No parking shall be allowed in the required front yard setback, except for driveways that provide access. Parking lots with more than 10 spaces shall include interior landscaping per city landscape standards and shall be screened from view of adjacent lower-density residential properties by a fence or vegetative buffer.
- 3. **Garages:** If individual garages (attached or detached) are provided for units, each garage space counts toward the parking requirement. However, the overall site must meet standards of this subsection.

**Section 3.** Severability: If any provision of this ordinance is found to be invalid, the remaining provisions shall remain in full force and effect.

**Section 4.** This Ordinance shall be in full force and effect from and after the 10<sup>th</sup> day after its passage by the City Council.

**Section 4.** That should any section, sentence or clause of this Ordinance be declared invalid or unconstitutional, such declaration shall not affect the validity of the remaining sections, sentences or clauses.

**Section 6.** That the City Clerk is authorized by this Ordinance to correct any scrivener’s errors identified with in this Ordinance.

Whereupon a roll call vote was taken:

Ayes: \_\_\_\_\_

Nayes: \_\_\_\_\_

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MONETT, MISSOURI, THIS 14<sup>TH</sup> DAY OF MAY 2026.

\_\_\_\_\_  
James R. Burke, Mayor

ATTEST:

\_\_\_\_\_  
Kelley McMillan, City Clerk



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission,  
**From:** Andrew Miller, Development Assistant  
**Date:** 2/27/2026  
**Re:** General Information Regarding the Proposed New “B” Overlay

---

### GENERAL INFORMATION

City Staff would like to acknowledge that the lack of proper materials provided to the Planning and Zoning Commission during the meeting on February 26<sup>th</sup>, 2026. Due to the timelines we are required to adhere to, the first draft of this proposal had come out after packets were already provided to the Commissioners. Likewise, Staff had anticipated a more barebones presentation by Scott Hanson without going into too many of the specific portions of the plan. Rather, the Community Development Department would like to present this material through the use of multiple staff reports and informational diagrams, in such a way as to complement Mr. Hanson’s information.

For the purposes of this and following staff reports, we shall refer to the proposed overlay as the “Monett Core Conversation District”, or, more simply, “the MCCD” for short. This name is not final, but shall serve as the interim name until either modified or finalized.

City Staff acknowledges that the City is concurrently going through the monumental task of updating the City’s Comprehensive Plan which may impact the goals, purpose, and strategies that the Community Development Department is using to achieve smart growth in Monett. We are in no way describing this MCCD as a final product, as it may require modification as the Comprehensive Plan becomes formally adopted. In fact, we would rather entertain the idea of modification with these discussions, possible implementation, or if the circumstances, beliefs, or goals of the Commission or City change.

The goals of adopting changes to multifamily zoning are complex and interwoven, but instituting a new overlay district is a method to modify our multifamily districting in such a way as to promote change in our City through controlled growth, without needing to completely rewrite our zoning ordinances.



---

**GENERAL INFORMATION, CONT.**

Currently, our department is rather limited in how it can police growth, assuming all other building codes and zoning regulations are followed. Developers are generally able to build what they want within the legal, regulatory, code, and financial parameters placed upon them.

However, a full redevelopment of our multifamily zoning requirements would be nearly impossible given the implications of breaking other sections of our code that are interdependent upon it. Thus, we are utilizing this second overlay option as a way to enact real changes without hamstringing ourselves to deeply in the process.

The MCCD overlay's purpose is to facilitate the types of residential buildings being sought for our City by various groups – including the Planning and Zoning Commissioners themselves. Within this district, all “B” multifamily would be replaced by a new “B-1” – which for all intents and purposes merely removes the open-endedness of multifamily housing. Rather, these would be capped at certain types of duplexes. Other larger or denser versions of multifamily housing would not be allowed without an approval process that began at the Planning and Zoning Commission.

More specifics on the variations of these different levels of “B” to come in future staff reports.

---

There are no proposals, recommendations, or attachments to this staff report.



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 3/10/2026  
**Re:** Example of “B” Multifamily Separation Introduction

---

### GENERAL INFORMATION

*A previous staff report on the specific changes to “B” Multifamily was lost during an in-house data loss around the end of February. This staff report was written as close to the original as possible.*

On or about February 26<sup>th</sup>, 2026, our contracted City Planner Scott Hanson, in conjunction with Doug Potts and contracted City Attorney Holly Dodge, presented the Community Development Department with a representation of what a future Zone “B” Multifamily ordinance list may look like. I want to be as clear as possible stating that this is merely an example and should not be treated as the actual draft ordinance of separating Zone “B”. Rather, it should be interpreted as a starting legal definition of this “B” separation – very much still in a changing phase.

Due to the timelines surrounding the conversations with Mr. Hanson, the goal timelines for sending Planning and Zoning packets out, and the eventual Planning and Zoning Commission meetings themselves, there are reasonable chances that the working form of this document may have changed.

A reminder: this “overlay” district would begin only incorporating the central core of Monett, and could be extended in the future.

The overarching goal of our separation of “B” multifamily is to put a cap on the types of buildings available to developers within the MCCD, while introducing a method for a high degree of oversight when any buildings larger than traditional duplexes were to be built. This ensures that we do not hamstring the current developers of respectable housing, while equally putting the legal mechanisms in place for overseeing the development of larger multifamily structures (and ensuring these larger developers adhere to stricter building guidelines).

The barebones interpretation of this document is to first introduce the three levels of “B” multifamily, and then implement it in a particular area. However, the most effective tool is the coordination of new, higher-level multifamily zoning *and* the control of the Planning and Zoning Commission to determine where, when, and how these zones could be rezoned into.



---

## GENERAL INFORMATION, CONT.

As Mr. Hanson described in his presentation on February 26<sup>th</sup> (and again, we apologize for not properly preparing the Commission), the lowest level of the newest “B” multifamily would allow only:

1. Traditional Zone “A” Residential Uses
  - a. Up to 1.5 stories tall – no specific definition of 1.5 stories, but the understanding is that “the floor area of the distinct upper unit is smaller than the floor area of the distinct lower unit”
  - b. Minimum lot size: 5,600 sq ft. – useful for filling in smaller lots with homes
  - c. Lots are typically 140 ft deep – would allow for a 40 ft wide lot to be built upon
2. Traditional Zone “B” Duplexes (Only)
  - a. Up to 1.5 stories tall – no specific definition of 1.5 stories, but the understanding is that “the floor area of the distinct upper unit is smaller than the floor area of the distinct lower unit”
  - b. Minimum lot size: 6,222 sq ft. per duplex – limits how closely homes can be squished together
  - c. Lots are typically 140 ft deep – would allow for approximately 45 ft wide lots to be built upon.
3. One principal structure per lot – a key differentiating factor that brings more control over smart building practices and limits weird edge cases

The above methodology would create low density housing within our core central part of town. This would also preemptively prevent triplexes, quadplexes, larger apartment complexes, etc. in the same portions of the core town.

The specifics of the higher levels of “B” are of lesser importance than the understanding that any developer who wishes to build larger residential structures needs to go through the rezoning process with the Planning and Zoning Commission – which would effectively require an architectural proposal to be included as part of the rezoning process. This enhances oversight by the Community Development Department, the Planning and Zoning Commission, and the City Council.

---

## ATTACHMENTS

Please see the following attachments:

1. Ordinance Example on Separating “B” Multifamily – to be Updated Pending Discussion
- 

There are no formal proposals or recommendations as part of this staff report. This staff report is merely for educational purposes.

## NOTICE OF PUBLIC HEARING

NOTICE is given that public hearings will be held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett Planning and Zoning Commission at 6:00pm, or as soon as it may be called, on Thursday, April 16<sup>th</sup>, 2026, for consideration and review of the following:

### Text Amendment Introducing New Multifamily Districts and Creating a New “Monett Core Conservation District”

An Amendment of Zoning Regulations of Chapter 400, to create three new, tiered multifamily districts in Section 400.065, and to create a new overlay district, the “Monett Core Conservation District”, in Section 400.065, with a north boundary of Sycamore Street and Honeysuckle Lane, east boundary of Streets 13<sup>th</sup>/Kyler, south boundary of U.S. Highway 60, and west boundary of Eisenhower Street.

The meeting is open to the public and all interested parties may attend and be heard.

If the Planning and Zoning Commission votes to recommend approval to the City Council or the City proceeds with the request to the City Council, then there will be a second public hearing held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett City Council at 6:00pm, or as soon as it may be called, on Thursday, May 14<sup>th</sup>, 2026.

A copy of the proposed ordinance amending the text of the City’s Zoning Regulations is available for review at City Hall. Any interested party present at the hearing will be given an opportunity to be heard.

/s/ Mike Wallace

---

Chairman-Planning and Zoning Commission

**NOTICE OF PUBLIC HEARING**

NOTICE is given that public hearings will be held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett Planning and Zoning Commission at 6:00pm, or as soon as it may be called, on Thursday, April 16th, 2026, for consideration and review of the following:

**Text Amendment Introducing New Multifamily Districts and Creating a New "Monett Core Conservation District"**

An Amendment of Zoning Regulations of Chapter 400, to create three new, tiered multifamily districts in Section 400.065, and to create a new overlay district, the "Monett Core Conservation District", in Section 400.065, with a north boundary of Sycamore Street and Honeysuckle Lane, east boundary of Streets 13th/ Kyler, south boundary of U.S. Highway 60, and west boundary of Eisenhower Street.

The meeting is open to the public and all interested parties may attend and be heard.

If the Planning and Zoning Commission votes to recommend approval to the City Council or the City proceeds with the request to the City Council, then there will be a second public hearing held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett City Council at 6:00pm, or as soon as it may be called, on Thursday, May 14th, 2026.

A copy of the proposed ordinance amending the text of the City's Zoning Regulations is available for review at City Hall. Any interested party present at the hearing will be given an opportunity to be heard.

/s/ Mike Wallace  
Chairman-Planning and  
Zoning Commission

**#R-16308-4-1-1tc**

---

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 3/19/2026  
**Re:** Vacant Building Registry

---

### GENERAL INFORMATION

The Community Development Department is presenting the for consideration, comment, and recommendation, the implementation of a Vacant Building Registry (henceforth abbreviated VBR) for the City of Monett. Provided as an attachment to this staff report is a draft of said Registry in the form of an example ordinance. The Community Development Department is seeking recommendation for approval – with our without recommended modifications – in order to pass this VBR onto the City Council for approval. This staff report shall serve as part 1 of 2 staff reports, with the main focus of this report being to describe the purposes, intents, and goals of the VBR for Monett.

The City of Monett and Community Development Department are faced with the following issues:

1. Blight lowers property values, leads to deteriorating conditions, undermines the quality of life, and affects the public health, safety, and general welfare of the City
2. Vacant and unoccupied structures demand an inordinate amount of the City's administrative and ordinance enforcement resources

Thus, the City finds that the prolonged presence of vacant and abandoned structures to be unacceptable to the citizens of Monett. Therefore, the City intends to do the following:

1. Establish a program to address the deterioration and blight of City neighborhoods caused by an increasing number of abandoned, condemned, foreclosed, or distressed real properties within the City
2. To identify, regulate, and reduce the number of abandoned properties within the City

Therefore, the City's goals for the VBR are as follows:

1. To address the deterioration and blight of City neighborhoods
  2. To establish registration requirements as a mechanism for code enforcement
  3. To protect neighborhoods from becoming blighted due to the lack of adequate maintenance and security of abandoned, condemned, and foreclosed real property
-



---

## GENERAL INFORMATION, CONT.

The City plans to implement a *Vacant Building Registration and Maintenance Program* as a two-part system to achieve the above-described goals.

The Vacant Building Registry announces to vacant property owners – and all Monett residents – that the City intends to begin mitigation measures to alleviate the vacant building problem existing here in the City through a variety of means. The VBR is a request by law for owners of current or at any time newly-vacant property owners to begin communication with the City about the property owner’s plans to bring said property back into regular, working, occupied order.

This plan, encompassed by the Maintenance Program portion of the system, requires vacant property owners to follow established guidelines on the protection, security, stabilization, and revitalization of their vacant properties in accordance with the law, in conjunction with a plan agreed upon by both the property owners and the Community Development Department.

The eventual goal of this two-part system is to incentivize property owners to make their properties no longer vacant through multiple ways. There will be a second staff report with additional details and specifics, but the methods to incentivize these property owners will include the following:

- Incentivizes owners to occupying properties through the small administrative fee levied against unoccupied or abandoned properties
- Creates a local-agent requirement for non-local vacant property owners – incentivizing local ownership, thus leading to a sense of local, social responsibility
- Self-identifies ownership of vacant properties – placing pressure onto owners to avoid complaints being levied against vacant properties
- Establishes a rehabilitation-focused goal of returning these properties to habitability and a non-vacant nature through department-supported maintenance programs with actionable timeframes
- Incentivizes either transfer of ownership or demolition of vacant and abandoned properties – opening avenues for new development or removal of blight

The department acknowledges that for all non-punitive measures, there needs to be punitive measures enacted to enforce adherence to the ordinances. There are several “stick”-based reasons for property owners to become a part of the VBR and establish a program for rehabilitation, too:

- Reasonably heavy fines for non-registration to the VBR following a long period of commencement
- Levying of liens against properties for said fines for unresponsive vacant property owners
- Recommendation of properties in violation of the law to be made to the Building Board – resulting in either rehabilitation, ownership transfer, or demolition or non-recommendation by the Build Board



---

**GENERAL INFORMATION, CONT.**

Further, we want to reiterate that there are exceptions to the Vacant Building Registry that will be discussed in the second staff report. This second staff report will walk through the various portions of the ordinance, specifically.

---

---

**PROPOSAL**

The Community Development Department, in conjunction with City Staff, is proposing the implementation, following a one-year commencement period, of a Vacant Building Registration and Maintenance Program affecting all vacant and abandoned real property within the City of Monett. The Community Development Department is also seeking any proposed changes from the Planning and Zoning Commission regarding said Vacant Building Registry prior to taking this ordinance to the City Council.

---

---

**RECOMMENDATION**

The Community Development Department recommends that the Planning and Zoning Commission vote to recommend for approval this Vacant Building Registry and Maintenance Program to the City Council, based upon the understanding that the implementation of such a Vacant Building Registry will serve as a multitude of methods to incentivize property owners to:

1. Not allow their properties fall into extended vacancy or abandonment
2. Keep properties from becoming hazards to public health, safety, and general welfare for the City
3. Eliminate blight within the City through the rehabilitation-focused Maintenance Program in conjunction with the Community Development Department
4. As a last resort, turn to the demolition of said vacant, abandoned, or unsafe property

The end result of the implementation and action of such an ordinance will be a measurable reduction in blight found within the City of Monett, along with safer neighborhoods, higher property values, and a closer representation of the mission statement of the City of Monett.

---

---

**ATTACHMENTS**

Please see the following attachments:

1. Attached Draft Bill Implementing the Vacant Building Registry and Maintenance Program
  2. Additional Staff Report on specifics of the Vacant Building Registry
-

**AN ORDINANCE AMENDING MONETT TITLE V – BUILDING AND  
CONSTRUCTION BY MODIFYING ARTICLE V – PROPERTY  
MAINTENANCE CODE TO INCLUDE A NEW SECTION 500.105 –  
ESTABLISHING A VACANT BUILDING REGISTRATION AND  
MAINTENANCE PROGRAM FOR THE CITY OF MONETT, MISSOURI**

**WHEREAS**, the City of Monett has identified that vacant and abandoned buildings can contribute to neighborhood decline, create safety hazards, and impose costs on the public; and

**WHEREAS**, the City is authorized pursuant to Sections 67.398 and Chapter 89 of the Revised Statutes of Missouri to regulate vacant property, structures, and nuisances; and

**WHEREAS**, the City Council finds that the registration and regulation of vacant buildings is necessary to protect the health, safety, and welfare of the citizens of Monett;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE  
CITY OF MONETT, MISSOURI, AS FOLLOWS:**

**Section 1.** It is the purpose and intent of the City of Monett to establish a program to address the deterioration and blight of city neighborhoods caused by an increasing number of abandoned, condemned, foreclosed, or distressed real properties located within the city, and to identify, regulate, and reduce the number of abandoned properties located within the city. It is the city's further intent to establish registration requirements as a mechanism for code enforcement to protect neighborhoods from becoming blighted due to the lack of adequate maintenance and security of abandoned, condemned, and foreclosed real property. It is recognized that blight lowers property values, leads to deteriorating conditions, undermines the quality of life, affects the public health, safety and general welfare and also results in human injury and criminal activity. It is also determined that vacant and unoccupied structures demand an inordinate amount of the City's administrative and ordinance enforcement resources. As such, the city finds the prolonged presence of vacant and abandoned structures to be unacceptable to the citizens of the City of Monett.

**Section 2.** The Council does hereby amend Title V – Building and Construction by modifying Article V – Property Maintenance Code, by adding a new Section 500.105 to read as follows *Italicized*:

***Section 500.105 – Vacant Building Registration and Maintenance***

**A. Definitions:** *The following words, terms and phrases, when used in this Section shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:*

- 1. Abandoned:** *means real property that is vacant and under a current notice of default or notice of sale, or property that has been the subject of a foreclosure sale where the title was retained by the beneficiary of a deed of trust involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure or sale.*
- 2. Accessible structure:** *means a structure that is unsecured or breached in such a way as to allow access to the interior space by unauthorized persons.*
- 3. Accessible property:** *means a property that is accessible through a compromised, breached, or broken gate, fence, or other entry point by unauthorized persons.*
- 4. City:** *means the City of Monett, Missouri.*
- 5. Days:** *means consecutive calendar days.*
- 6. Deed of trust:** *means a recorded instrument that transfers ownership of a property to a third-party trustee as security for a real estate loan. This definition includes any subsequent deeds of trust.*
- 7. Deed in lieu of foreclosure or sale:** *means a recorded document that transfers ownership of a property from the trustor to the holder of a deed of trust upon consent of the beneficiary of the deed of trust.*
- 8. Default:** *means the failure to fulfill a contractual obligation, monetary or conditional.*
- 9. Evidence of vacancy:** *means any condition that, on its own, or combined with other conditions present, would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to: overgrown or dead vegetation; accumulation of newspapers, circulars, flyers or mail; past due utility notices or disconnected utilities; stagnant swimming pool water; accumulation of trash, junk, or debris; the absence of window coverings such as curtains, blinds, or shutters; the absence of furnishings or personal items consistent with residential habitation; statements by neighbors, passersby, delivery agents, or government employees that the property is vacant.*

**10. Foreclosing and foreclosure:** have the same meaning, that being the process by which a property, placed as security for a real estate loan, is prepared for sale to satisfy the debt if the borrower (trustor) under a deed of trust defaults.

**11. Initiation of the foreclosure process:** means taking any of the following actions:

- (1) Delivering a notice of default to the borrower;
- (2) Delivering the mortgagee's notice of intention to foreclose to the borrower; or
- (3) Commencing a foreclosure action on a property in a court of law.

**12. Joint liability:** means any owner or person in control of a property or subsequent owner of a property for which a notice of violation to correct building code violations has been issued shall be jointly and severally liable for the costs incurred by the city for abatement of violations on the property. Joint and several liability shall be attributed to each entity in the chain of title from the date of issuance of orders forward.

**13. Local:** means within the city limits of Monett, Missouri.

**14. Notice of default:** means a notice that a failure to fulfill a contractual obligation, monetary or conditional, has occurred.

**15. Out of area:** means outside the city limits of Monett, Missouri.

**16. Property:** means any improvements, buildings or structures or portions thereof regardless of condition.

**17. Securing:** means such measures as may be directed by the building inspector, or his/her designee, that assist in rendering the property inaccessible to unauthorized persons including, but not limited to, the repairing of fences and walls, chaining/padlocking of gates, the repair or temporary boarding of doors, windows, and other openings.

**18. Vacant:** means a property at which substantially all lawful business operations or residential occupancy has ceased. In determining whether a property is vacant, it is relevant to consider, among other factors, the condition and value of any items in the property and the presence of continuous nuisance and code violations on the property; provided that multi-family residential property containing four or more dwelling units shall only be considered vacant when the majority of all of the dwelling units become unoccupied and a majority remain unoccupied for more than six months without the property being actively listed for sale.

**19. Willful and intentional:** means the failure to register or take the necessary actions to register as required under this article after two successful attempts by the building inspector's office to notify the responsible party of their responsibility to register the property. Such

*actions shall constitute a rebuttable presumption that the responsible party has willfully and intentionally failed to register as required under this article.*

***B. Annual registration of vacant, condemned, and/or foreclosing properties required:*** *Applying to all vacant, condemned or foreclosing properties, as defined in this article, including properties owned, operated, or subsidized by public or nonprofit agencies. This article shall be in force on all existing properties within one calendar year, three hundred and sixty five (365) days of the date of passage.*

- 1. Adherence to this article does not relieve the owner or any other party of any applicable obligations set forth in any other ordinances which may apply to the property.*
- 2. Registering vacant or foreclosing properties pursuant to this article does not relieve any party of any obligation to otherwise record property information.*
- 3. Registration of an abandoned structure does not preclude the city from taking appropriate actions to secure the property; or to issue orders to repair or abate dangerous, hazardous, or unlawful conditions; or from acting to eliminate an imminent hazard to public health and safety.*
- 4. All owners must register vacant and/or foreclosing properties as defined in this article annually with the building department of the city by submitting a vacant/foreclosing property registration form provided by the city.*

*(1) The cost of the annual registration, inspection, and plan review shall be \$150.00.*

*(2) All vacant property, within 365 days of becoming and remaining vacant, shall be registered by the owner or agent on approved forms from the city.*

*(3) All foreclosing properties, within 30 days of initiation of the foreclosure process as defined in this article, must be registered by the party initiating the foreclosure process on approved forms by the city.*

*a.) This registration must certify that the property was inspected for occupancy and identify whether the property is vacant at the time of registration.*

*b.) At the time of registration with the city, the party initiating the foreclosure process must send written notice addressed to the occupant of the property that the foreclosure process has been initiated. Notice shall be sent by regular United States mail, postage pre-paid.*

5. *All owners or agents shall apply for registration on a form provided by the building department which shall include provision for the following information:*

*(1) The common name of the property, if any, the exact street address of the property, and the number of units in each building on the property.*

*(2) An identification of the owner(s) by full name, mailing address and telephone number. If the mailing address is a P.O. Box, it must also include a physical address for service of process. If the property is owned by a corporation, limited liability company, partnership, limited partnership, trust or real estate investment trust, the name, address and telephone number of any of the following shall be provided:*

*a.) For a corporation, a corporate officer and the chief operating officer;*

*b.) For a partnership, the managing partner;*

*c.) For a limited liability company, the managing or administrative member;*

*d.) For a limited partnership, a general partner;*

*e.) For a trust, a trustee; or*

*f.) For a real estate investment trust, a general partner or an officer.*

*g.) If the owner does not reside within the city, he or she shall designate a local agent who shall be authorized to receive on behalf of the owner service of any notice, order or summons issued because of a violation of this code.*

*Such agent must be an individual over the age of 18 years and must reside within the city or reside within a 60 mile radius of the city. All official notices may be served on the responsible local agent and any notice so served shall be deemed to have been served upon the owner of record. A registered agent's signature shall indicate consent to the designation.*

*h.) After receipt of the completed application, payment of the fee, and processing of the application; the owner or their authorized representative shall arrange a time for an inspection to be completed by the building inspector to determine the existing condition of the property. The owner or authorized representative shall be present during such inspection. A detailed inspection report will be created by the building inspector and a copy provided to the property owner within seven days.*

### **C. Posting**

1. **Contact information:** *Within seven days of registering the property, every owner of a vacant property shall post an exterior-facing notice in a front window furnishing the 24-hour contact name and telephone number for a person responsible for maintaining the property. The address of the contact shall also be provided on the posting. The posting shall be hung from the interior of the window.*
2. **Premises identification:** *The owner shall also post the address on front of the home within seven days of registering the property. The address must be clearly visible from the street.*

**D. Plan of Action** - *All owners of vacant buildings that are condemned, but have been deemed repairable by the building inspector, may submit a plan of action on approved forms to repair the building and premises thereof in conformance with city ordinances prior to issuance of permits. The plan of action shall include at a minimum:*

1. *The address of the vacant building or structure.*
2. *The owner's name, address and telephone number.*
3. *A timeframe in which repairs are to be completed not to extend beyond one (1) calendar year.*
4. *A detailed plan to repair any walls, floors, structure, electric, plumbing, doors, windows, etc. or other openings which are otherwise secured by any means other than conventional methods used in the design of the building or permitted for new construction of a similar type.*
5. *The property owner shall submit a plan of action to the building inspector within 90 days of the property owner's receipt of the detailed inspection report, in accordance with the guidelines set forth within this article, and such plan of action shall be submitted to, and approved by, the building inspector prior to issuance of any permits. If refused by the building inspector, an acceptable plan must be submitted in 30 days.*
6. *If no plan is submitted, the plan is not followed, or the owner fails to submit an acceptable plan to the building inspector shall recommend to the Monett Building Board that the building shall be ordered demolished within six (6) months.*
7. *If the building is going to be rehabilitated, then the building or residential structure must be heated to avoid freezing pipes, fuel gas pipe systems must be maintained gastight, safe, and in working condition, and water pipes must be maintained to avoid leaks and/or breakage.*
8. *Fuel tanks will be maintained so as not to be a hazard or will be disconnected in a manner consistent with the 2017 National Fire Protection Code.*

**E. Demolition of properties:** *All owners of vacant buildings that have been condemned who wish to demolish the structure adjudged by the building inspector to be too damaged, decayed, or cost ineffective to repair, must submit a demolition permit application with all applicable fees and a set of plans showing the demolition site, location of utilities, and all existing buildings.*

- 1. All buildings to be demolished must be demolished within six (6) months of an applicable demolition permit*
- 2. Inclement weather may delay demolition requiring an extension from the building inspector.*
- 3. Owner assumes all responsibility for asbestos testing, if needed, and for any liability resulting from the demolition of the building or the resulting debris.*

**F. Notice on sale or transfer of property:**

- 1. Every owner selling or transferring title to a vacant, condemned, or foreclosed property registered, as provided in this article, shall give notice, in writing, to the building department within 30 days of closing. This notice shall include the name, address and telephone number of the buyer and a notarized statement from the buyer that they are aware of the condition of the property, have seen the inspection report, and either plan to repair or demolish the structure.*
- 2. The new owner shall have 30 days from the date the change of ownership occurred to file a new registration with the building department if structure is still unfit for occupancy. There shall be a \$150.00 fee for this new registration and the property must be re-inspected.*

**G. Exceptions to registration:**

- 1. The property is the subject of probate proceedings or its title is otherwise the subject of current litigation, not including foreclosure proceedings. This exception shall not be applicable for more than 24 months without permission of the building inspector.*
- 2. The property has been used as a second residence by a person entitled to possession for a period of at least three (3) months within the previous nine months and the same person intends to resume residing at the property.*

3. *A property shall not be considered vacant which is being currently marketed by a licensed real estate professional hired by the former or current occupant of the property and to which water service has not been shut-off.*

**H. Notice on occupancy of property** - *Every owner of a property registered as provided in this article that becomes occupied after approval of the building inspector that the action plan for the property is complete, shall give notice in writing to the building inspector within 30 days of occupancy.*

**I. Inaccurate or incomplete registration information; violation** - *It shall be a violation of this code and unlawful for an owner or a responsible person to provide inaccurate information for the registration of vacant or foreclosing properties or to fail to provide information required by the city for the registration or to fail to register. Violators shall be punished as set forth in this article.*

**J. Boarding standards** - *The premises shall remain secure and locked. Broken windows and doors may be temporarily covered with boarding material, in accordance with Section D, boarding standards, for a time period no greater than thirty (30) business days, while arrangements are being made to replace the broken glass or broken parts of existing windows and doors. Otherwise windows and doors must be maintained in good repair and not boarded up.*

**K. Administration; violation; penalties:**

1. *Whenever an owner or agent of a structure or premises fails to abate the conditions specified in this article or any order of the Planning & Zoning Commission or City Council after appeal within the time specified therein, the owner or agent shall be fined not more than \$500.00/month. Each month of violation shall be a separate offense.*
2. *Any owner who fails to complete their approved plan of action, unless an exception is made by the building inspector, shall be fined not more than \$500.00 per month for each month of noncompliance. Each month of violation shall be a separate offense.*
3. *If the owner fails to remove the building within six (6) months, or fails to pursue removal of the building without unnecessary delay, the enforcement officer shall recommend to the Monett Building Board the*

*building to be demolished. The costs of removal may include an administration fee for the city's costs.*

**Section 3.** The new change shall take effect upon the passage of this Ordinance and fees shall only be levied three hundred and sixty-five (365) days from passage on the effective date.

**Section 4.** All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

**Section 5.** If any section, subsection, sentence, clause, or phrase of this ordinance is, for any reason, held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Whereupon a roll call vote was taken:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MONETT,  
MISSOURI, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026.

\_\_\_\_\_  
James R. Burke, Mayor

ATTEST:

\_\_\_\_\_  
Kelley McMillan, City Clerk



## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 3/19/2026, Updated 3/26/26  
**Re:** Specifics of the Vacant Building Registry and Maintenance Program

---

### GENERAL INFORMATION

Please see the earlier staff report on the generalities of the Vacant Building Registry (henceforth VBR) for reference. This staff report shall focus on key topics, portions, or specifics of the VBR and Maintenance Program, where appropriate to share. Commissioners should read through the attached ordinance itself for more minute specifics.

The VBR will go into effect immediately upon approval of the City Council following the 10-day approval period, and all existing vacant and abandoned property owners will then have a period of 365 days before enforcement of these existing vacant property owners will begin. Similarly, owners of newly vacant or abandoned property will have 365 days from the point of vacancy to register their property with the VBR or the property will be considered in violation.

To clarify a question that has arisen – No, the VBR does not apply to vacant, undeveloped, and unimproved land. There is no current requirement (and no requirement is being made) for an undeveloped property to be developed. This ordinance only focuses on buildings, specifically.

One of the main goals of the VBR is to track the following information:

1. What is a building owner doing with a vacant building?
2. Why is the vacant building vacant?
3. What will be done to correct the unexcused vacancy?

The determination of what makes a building “vacant” can be through an individual or combination of a variety of factors both described in the code and open to determination of the Community Development Department and the Building Board. As defined in the code, a building is considered vacant when “substantially all lawful business operations or residential occupancy has ceased.” However, in determining evidence of vacancy, there are many types of evidence included (and listed out in the attached draft) that could be used as evidence of vacancy:

- Overgrown or dead vegetation
- Accumulation of newspapers, circulars, flyers, or mail
- Past due utility notices or disconnected utilities



---

## GENERAL INFORMATION, CONT.

- Stagnant swimming pool water
- Accumulation of trash, junk, or debris
- The absence of window coverings such as curtains, blinds, or shutters
- The absence of furnishings or personal items consistent with residential habitation
- Statements by neighbors, passersby, delivery agents, or government agents of vacancy

These factors, as well as yet-undetermined reasons for evidence of vacancy, would be used to paint the picture of vacancy for a particular building. To be clear, these don't prove vacancy, but rather would be used to add credence to the idea that a property is vacant.

The annual cost/fee of registration on the VBR will be \$150.00 to be paid under regular terms.

Every individual vacant building will require a separate registration. Multiple habitable buildings on each property will require different registrations – such as the case of multiple different apartment buildings, duplexes, or homes on a single parcel.

Garages, sheds, and other examples of non-primary structures will be impacted by this registry and program as well. There would be a reasonable interpretation of vacancy in this regard.

If a property is not registered in the reasonable time as allotted in the ordinance, refuses to register, refuses to acknowledge or agree to a property maintenance plan, or refuses to adhere to said agreed upon maintenance plan (among other reasons), the violation may be levied against the building (and thus, the owner). This puts the onus on the owner to do *something* with the property to avoid the fees – or pay said fees.

The violation and enforcement portion of the ordinance is approximately \$500.00 per month for a property in violation. Unpaid violations would be enforced through the traditional lien process placed upon the property. The lien process is generally successful in recuperating funds levied against properties by the City in the past (when said properties are eventually sold).

When a property goes into foreclosure, the party initiating the foreclosure will need to register the property with the VBR and begin the Property Maintenance Program portion of the ordinance, even if the property is not yet vacant (before the occupant has finished the eviction process – if that so applies).

Specific exceptions include property being actively worked upon with permitted work, actively being sold by a license real estate professional with certain utilities services kept active, property being used as a second-residence by an owner who occupies the property for at least 3 months within the previous nine-month period, as well as a property currently under litigation or probate proceedings, as long as the proceedings have not exceeded 24 months. There are likely certain cases that would need to be added to these exceptions as decided by the Community Development Department.



---

## **GENERAL INFORMATION, CONT.**

Of note – the Building Board does not regularly meet, and only meets to discuss either putting a “Dangerous Building/Structure” lien upon a property, consideration of demolition, or the removal of a property from being a dangerous structure. This VBR and Property Maintenance Program would likely lead to more meetings of the Building Board. Said Board would be advised on the passage of this ordinance if it were to go into effect.

---

---

## **PROPOSAL**

The Community Development Department is proposing the introduction of a Vacant Building Registry and accompanying Property Maintenance Program as described in the attached draft ordinance. The Department is open to modifications as requested by the Planning and Zoning Commission, where reasonable.

---

---

## **RECOMMENDATION**

*Combined with previous staff report’s Recommendation*

The Community Development Department recommends that the Planning and Zoning Commission approve the recommendation of the Vacant Building Registry and accompanying Property Maintenance Program. The VBR focuses on the gathering of information and establishing a rulebook for tackling the problem of vacant buildings and all the problems that they cause, while the Property Maintenance Program establishes and agreed-upon plan between the Community Development Department and these vacant building owners to either rehabilitate a vacant building, remove a vacant building, or actively sell a vacant building to another owner willing to rehabilitate or remove said building. The implementation of this Registry and Program would begin the long process of rehabilitating the buildings in Monett and beautify its neighborhoods.

---

---

## **ATTACHMENTS**

Please see the following attachments:

1. Draft Ordinance of the Vacant Building Registry and Property Maintenance Program
  2. Previous Staff Report(s) on the VBR
-



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 1/26/2026, Updated 2/9/2026  
**Re:** Vacant Building Registry Basics

---

### GENERAL INFORMATION

In Community Development, there is a tool known as a “Vacant Building Registry”. The name, however, is a slight misnomer, as it rather functions as a tool to promote the redevelopment of vacant properties.

When a City – no matter the size – suffers from an exceptional number of vacant buildings, the City’s ultimate goal is to have these buildings reoccupied, rehabilitated, or redeveloped. Abandoned or vacant buildings, however, tend to be a comparatively high cost to municipalities for their respective tax revenue. In Cities such as Monett, where there is no City property tax, these buildings are purely a cost-heavy utility/service cost to the City. Even if the occupied use of the properties isn’t directly revenue-generating (such as residential occupation), indirect revenue is generated through sales tax revenue and other methods.

The concept of a vacant build registry began as a tool for municipalities to track their vacant buildings – such as the name implies. Generally, this registry would incorporate building owners, contact information, previous uses of the building, and perhaps the owner’s length of vacancy. These registries often come with a small administrative cost.

The following should be prefaced: the Community Development Department does not intend to introduce the Vacant Building Registry with any associated cost at this time.

As the indirect costs of vacant buildings become more clear (insomuch as their negative revenue generation), these costs would eventually be tallied as “costs” put against properties on the vacant building registry. Many Cities who have implemented vacant building registries have found an agreeable cost that offers the property owners a gentle nudge in the direction of redevelopment of the property.



---

## **GENERAL INFORMATION, CONT.**

Aggressive utilizations of this cost-transfer onto vacant buildings can have overly strong results, so the goal would be to find an digestible amount of influence that the vacant building registry would have upon the City.

This concept of “costing” building owners to sit on vacant buildings would be joined by an educational initiative from the Community Development Department, whose goal would be to educate building owners on the different possibilities they have for redevelopment.

Other concepts, like the Chapter 353 initiative for downtown building owners, are different methods to achieve the goal of non-vacant, revenue-generating buildings within the City.

Attached are copies of the ordinances belonging to Rayton, Missouri (population 29,000) and St. Clair, MO (population 5,000) regarding Vacant Building Registries. In both cases the penalties for not registering these properties or violations for not maintaining said properties are steep, but Rayton, MO does not add an annual cost to their registration, while St. Clair, MO requires a \$150.00 annual cost.

At the current time, the Community Development Department is exploring the introduction of said registry by ordinance, and is likely to have something drawn up in the coming months.

---

There are no proposals or recommendations as part of this staff report.

---

## **ATTACHMENTS**

Please see the following attachments, for your own reading on these topics:

1. A Good Community.org article on Vacant Building Registries
  2. Example of Vacant Building Registry: Rayton, Missouri City Codes
  3. Example of Vacant Building Registry: St. Clair, Missouri City Codes
  4. A Good Community.org article on Adaptive Reuse
-

The following is taken directly from *A Good Community: How to Make and Keep It*, a community development website focused on conversational-type educational pieces to explain community development topics, written primarily by the team of Nancy Thompson, AICP.

*How Vacant Building Registration Can Help Put Properties Back into Use.* (2025).  
Agoodcommunity.org. <https://www.agoodcommunity.org/vacant-building-registration.html>

## **Vacant Building Registration Provides Data, Revenue, and Incentives for Building Re-Use**

*Last Reviewed: July 15, 2025*

Vacant building registration is a tool growing in popularity in U.S. cities where unoccupied houses and businesses have become a big drain on neighborhood stability and the municipal treasury.

No one really knows how many of these ordinances are in place, but we have seen estimates as high as 1,000. We don't know of research yet on whether enforcement of these ordinances has been effective, but practitioners seem to think they are well worth pursuing.

Requiring property owners to register their empty properties with the city every year helps provide the city with better data from several standpoints.

Yes, cities can obtain data on likely vacancy from their own code enforcement officers as they drive through the city, they can purchase the post office's database that is usually pretty accurate, they can convince the utility company to alert them to very low usage of electricity, they may initiate a system for neighborhood associations to report vacancy, and they can obtain move-out data from other utilities. None of these systems are foolproof.

A much bigger data problem though is that in many states it is very common for rental properties to be purchased in the name of a Limited Liability Corporation, abbreviated as an LLC. The LLC usually is named something like the 100 Main Street LLC, and in many states the actual ownership stakes in the property cannot be discovered by the municipal government. Often the tax bills just go to an accountant or attorney, and neither of these can be held responsible legally for the condition of the building.

Therefore LLC corporations that are formed mainly for speculation or that are simply negligent feel they can safely ignore code enforcement efforts. In the best managed cities, they would be wrong in thinking this, but nonetheless, the LLC corporate form protects plenty of deadbeat building owners.



---

### **Vacant Building Registration Also Can Provide a Revenue Stream to Offset Direct Municipal Costs of Vacancy**

The first few ordinances requiring vacant building registration imposed a minor fee to cover administrative costs of processing the paperwork. Now cities seem to be getting wiser to the actual direct costs of vacant property to the city. You might be thinking we are talking about costs such as conducting "sales on the courthouse steps," or the costs of boarding up buildings or mowing lawns.

Those can be significant costs in struggling cities, but the far bigger costs are those of fighting fires and dealing with crimes that involve vacant buildings as the setting or where the stash of stolen goods is stored.

So now we are seeing annual vacant building registration fees in the thousands of dollars rather than the low hundreds. The fee in Minneapolis is now more than \$7,000 yearly, although the City waives that fee if it reaches a written restoration agreement with the property owner. Some cities are using a graduated scale in which the annual fees increase every year that the property is vacant.

We like the fee schedule imposed by Brooklyn Center, Minnesota. Not only does it scale up the longer the property is vacant, but also the fee may be reduced if there are no code violations. This leads to our final and most important reason to institute a vacant property registration process, which is obtaining code compliance and re-occupancy.

---

### **Using Registration As a Tool to Push for Re-Occupancy**

Both the data and revenue considerations pale in comparison to the importance of preventing vacancy and addressing it rapidly when it does occur, in our opinion. Vacant buildings never get better on their own, so the goal should be a speedy re-use when vacancy does occur.

Sometimes landlords are less eager for a hasty resolution than you might think likely. Some property owners are merely speculating that the land and building will eventually be worth more than they paid for it, so they are not especially motivated toward the trials and tribulations of making a property rent-worthy and then selecting and dealing with tenants.

Others are discouraged property owners. Either they are discouraged with the condition of the property and overwhelmed by either the amount of expense or amount of work they would have to incur if they were to make it an attractive rental property, or they are discouraged that the market would not provide them the amount of rent necessary to finance all expenses of the building. So sometimes owners hide in denial for a while or for years. Often when the property owners are



marginal economically, they talk themselves into thinking that eventually they will have more money and then be able to make a good profit on the real estate.

Many feel they cannot afford to invest the amount necessary to bring a good sale price, or that they could not possibly recover enough of their investment if they sold a piece of real estate in a declining neighborhood.

In still other cases, an estate owns the property. The heirs have determined that none of them want to live in or otherwise occupy the property. Perhaps there are disputes about who will pay which expenses as well. For more detail on this particular problem and some of the complications it causes, see our page on heir property that is shown in the row of photo links at the bottom of the page.

In a few other instances, the property owners are just kind of scoundrels and don't really care if they do the right thing. They certainly won't be swayed by the opinions of the neighbors. Code enforcement often doesn't work with these folks, at least until the measures taken become quite dramatic.

Regardless of the reason that the property owner is leaving the building vacant, the real goal of the municipality on behalf of both the public and the immediate neighbors should be achieving code compliance and re-occupancy. In the case of vacant commercial buildings, that re-occupancy might come with a change of use, as explained further on our [adaptive reuse](#) page.

So if the real goal is code compliance and prevention of further decline of the unoccupied building, ramping up the pressure on the owner through an annual vacant building registration fee helps provide the incentive for the owner to figure out their problem. If they are simply speculating, giving the owner a shove in the direction of selling it now without the expected windfall is great public policy.

If the issue is lack of resources, the municipality wishing to enforce its vacant building registration ordinance should be ready to offer information about programs for obtaining or financing necessary repairs. A variety of other types of information also might need to be provided for owners who appear paralyzed.

In addressing property owned by estates, for example, referrals to legal services or even family dispute mediation may be appropriate.

But for the scoundrels and speculators, the financial incentive of avoiding the annual registration fee plus hefty daily fines for violating the vacant building registration ordinance will be quite helpful in moving these property owners into code compliance or causing them to sell. Large fees will tend to pressure those accountants or attorneys who serve as owner's representatives for the anonymous real owners of an LLC to insist that the owners register.



We are in favor of making the fine for violation of the registration ordinance quite unreasonably large, and then publicizing that fact very vocally all over the city. This tool only works in the intended way, which is to inspire different behavior, if people believe that it will be enforced. Make the fine hundreds per day, if not thousands, if you can talk your city attorney into that. He or she may have legitimate concerns about how defensible that is, but make the fine as large as feasible.

Incidentally, Chicago tried to hold mortgage holders such as banks equally liable for registering the vacant properties they own, and for securing and maintaining them as well. This ended somewhat badly for the City of Chicago, as the Federal Housing Finance Agency prevailed in court. FHFA argued on behalf of Freddie Mac and Fannie Mae mortgage holders that due to various technicalities, the federal government could not be forced to comply. Not all was lost, however; the Chicago did negotiate a settlement that achieved a bit of what it was seeking from banks who were somewhere in the midst of the foreclosure process.

Not so long ago, we felt we had to say that we were partly kidding when we proposed a [vibrant downtown ordinance](#). Now that seems somewhat pale in comparison with the large fees and fines that some cities are imposing on owners of vacant property all over the city.

All in all, we like this tool because it creates quality data, opens up a new revenue stream to enable cities to address the very real costs of monitoring vacant property and responding to emergency calls associated with it, and gives property owners a substantial kick in the pants to get moving on doing something to remedy vacancy.

We just hope that cities don't get crazy with the fee they impose with the registration.



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 2/13/2026  
**Re:** Safety and Security Impacts of Vacant Building Registry

---

### GENERAL INFORMATION

One aspect of vacant buildings that had gone unmentioned in the previous staff report on Vacant Building Registries is the tie-in to property and personal security.

Although vacant buildings can cause a variety of issues, one of the particular issues caused by vacant buildings in Monett is squatting. Not a particular problem along the downtown Broadway commercial district, the older residential areas of Monett do struggle from lots of various forms of squatting.

As an example, our town residents may unfortunately pass away or need to relocate for higher levels of care, etc., and the house becomes vacant. In some situations, either the home will pay out on utilities until money runs out, or code enforcement fines eventually begin to accrue. Very sadly, sometimes these homes sit in probate or in vacancy until they are sold at a tax or bank sale. During these intermediary periods, squatters or other trespassers often may occupy the home.

For a variety of reasons, we neither allow, nor support squatting. However, we are also very hamstrung due to various higher-level laws and limitations to our authority.

With the introduction of a Vacant Building Registry, we could apply certain requirements to said listed buildings, such as requiring boarded up entryways, windows, etc. Although certainly an eyesore, other requirements could then kick in, such as a graduating scale of fines associated with leaving said buildings vacant.

I want to reiterate again that City staff at this time does not intend for the Vacant Building Registry to be a method of revenue generation. I am merely sharing possible ways it could be used. I reiterate that the goal of the Vacant Building Registry is to fill the vacancies with residents or commercial uses.



---

**GENERAL INFORMATION, CONT.**

If we look instead towards the commercial space of vacant buildings, security becomes a larger aspect. I moved to Monett from St. Louis, where large scale commercial fires of abandoned warehouses are statistically unusually common. As on the first very cold night of 2025, like every year, an abandoned warehouse complex stretching four city blocks went up in flames and completely demolished the city blocks. In searching for this information, I found two different abandoned building fires had killed multiple people within the past two weeks.

Insurance costs to keep and maintain commercial properties continues to grow. The liability aspect of insurance, especially, continues to grow at a fast pace. Ideally, this would incentivize vacant building owners to sell their properties, but it often results in these properties going uninsured and the non-vacant building owners end up paying higher prices to cover for it. Having a Vacant Building Registry would allow for our Code Enforcement and Police activities to be more focused and aware of it.

---

There are no proposals, recommendations, or attachments to this staff report.

## NOTICE OF PUBLIC HEARING

NOTICE is given that public hearings will be held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett Planning and Zoning Commission at 6:00pm, or as soon as it may be called, on Thursday, April 16<sup>th</sup>, 2026, for consideration and review of the following:

### Text Amendment Introducing a Vacant Building Registry and Property Maintenance Program for the City of Monett, Missouri

An Amendment of the Building Regulations of Chapter 500, to introduce a new Section 500.105 – which creates and implements a Vacant Building Registry and Property Maintenance Code within the bounds of all the land and real property within the City of Monett, Missouri.

The meeting is open to the public and all interested parties may attend and be heard.

If the Planning and Zoning Commission votes to recommend approval to the City Council or the City proceeds with the request to the City Council, then there will be a second public hearing held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett City Council at 6:00pm, or as soon as it may be called, on Thursday, May 14<sup>th</sup>, 2026.

A copy of the proposed ordinance amending the text of the City's Building Regulations is available for review at City Hall. Any interested party present at the hearing will be given an opportunity to be heard.

/s/ Mike Wallace

---

Chairman-Planning and Zoning Commission

**NOTICE OF PUBLIC HEARING**

NOTICE is given that public hearings will be held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett Planning and Zoning Commission at 6:00pm, or as soon as it may be called, on Thursday, April 16th, 2026, for consideration and review of the following:

**Text Amendment Introducing a Vacant Building Registry and Property Maintenance Program for the City of Monett, Missouri**

An Amendment of the Building Regulations of Chapter 500, to introduce a new Section 500.105 – which creates and implements a Vacant Building Registry and Property Maintenance Code within the bounds of all the land and real property within the City of Monett, Missouri.

The meeting is open to the public and all interested parties may attend and be heard.

If the Planning and Zoning Commission votes to recommend approval to the City Council or the City proceeds with the request to the City Council, then there will be a second public hearing held in the City Council Boardroom at the Monett City Annex at 100 S. Maple St., Monett, Missouri, by the Monett City Council at 6:00pm, or as soon as it may be called, on Thursday, May 14th, 2026.

A copy of the proposed ordinance amending the text of the City's Building Regulations is available for review at City Hall. Any interested party present at the hearing will be given an opportunity to be heard.

/s/ Mike Wallace  
Chairman-Planning and  
Zoning Commission

\_\_\_\_\_ **#R-16313-4-1-1tc**



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

---

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 3/30/2026  
**Re:** Discussion on Land Disturbance Permits

---

### GENERAL INFORMATION

As the City of Monett continues to grow and – slowly – join the ranks of larger-classed cities, there is a growing belief in the introduction of a formal Land Disturbance Permit within the City of Monett. Currently, there is no official city-level permit for land disturbance, nor is there any county-level land disturbance permits, either. All land disturbance permits in this area are currently run only at the state level. These land disturbance permits cover both State of Missouri laws as well as complying with the requirements of the Environmental Protections Agency and Clean Water Act.

Generally, while we only have the authority to enforce City-level permits, for developments the size of something like North Hills, we ensure that the developer will be following proper procedures from the Missouri Department of Natural Resources.

The reason the MO DNR handles land disturbance permits is to emphasize the impact that major effects of significant land disturbance has upon the immediate, adjacent, local, and regional lands, water, and natural resources. While all land disturbance has an impact on all surrounding property for a variety of reasons, the City needs to determine a line between regulation and laissez-faire development. Perhaps most of all, City stakeholders are concerned with protecting water quality and limiting run-off.

The State considers any land disturbance over 1 acre as qualifying in nature for a land disturbance permit, including situations where an individual project is part of a larger development over 1 acre in size (again, to reference a development such as North Hills).

While we acknowledge that the City does seek to gain from the introduction of a land disturbance permit from a revenue-generation standpoint, the goal of introducing said permit is primarily to protect the health, safety, and welfare of our community through all avenues available to the City. The introduction of a land disturbance permit would ensure that property stormwater controls, run-off management, and soil erosion best practices are adhered to through a building project.

---



---

## **GENERAL INFORMATION, CONT.**

Generally, it would be assumed that the 1-acre requirement where the MO DNR's land disturbance permit is triggered would be the same trigger used for the City's potential land disturbance permit. That way, there would be significantly less engineering calculations needed for the department to determine when a land disturbance permit is required.

At the time of writing this staff report and presentation of packets to the Commission, there are no additional or specific details about what the Monett version of a land disturbance permit may encompass, limit, or cost. Rather, a discussion will be held that allows for the Planning and Zoning Commission to have an impact upon the development of this permit. It is my understanding that our Director of Community Development, Doug Potts, will have additional information and plans to share about a land disturbance permit at the time of the meeting.

---

There are no proposals or recommendations as part of this staff report.

---

## **ATTACHMENTS**

Please see the following attachments:

1. Missouri Department of Natural Resources Webpage on Land Disturbance Permits
2. A Guide to Developing the State of Missouri's Stormwater Pollution Prevention Plan\*
3. City of Branson West Stormwater Pollution Prevention Plan\*
4. City of Joplin Land Disturbance Permit

\*Not included in Planning and Zoning packets due to size, but available for digital viewing under the *Agendas & Minutes* on the City of Monett's website.

---

The following is taken from the Missouri Department of Natural Resources website in regards to Land Disturbance Permits – quoted directly from:

<https://dnr.mo.gov/water/business-industry-other-entities/permits-certification-engineering-fees/stormwater/construction-land-disturbance>

## Construction Land Disturbance Permits

Land disturbance activities include clearing, grubbing, excavating, grading, filling and other activities that result in the destruction of the root zone and/or land disturbance activity that is reasonably certain to cause pollution to waters of the state. Land disturbance permits are required for construction disturbance activities of one or more acres or construction activities that disturb less than one acre when part of a larger common plan of development or sale that will disturb a cumulative total of one or more acres over the life of the project.

The main requirement of a land disturbance permit is developing a stormwater pollution prevention plan (SWPPP) that includes site-specific best management practices (BMPs) to minimize soil exposure, soil erosion and pollutant discharge. The SWPPP ensures the design, implementation, management and maintenance of BMPs in order to prevent sediment and other pollutants from leaving the site.

When it rains, sleets or any other forms of precipitation occurs, stormwater washes over the loose soil on a construction site, along with various materials and products being stored outside. As stormwater flows over the site, it can pick up pollutants like sediment, debris and chemicals from the loose soil and materials and move them to nearby storm sewer systems or directly into rivers, lakes or coastal waters. The department makes sure construction site operators have the proper stormwater controls in place so construction can take place in a way that protects your community's clean water and the surrounding environment. One example of protecting water quality is issuing a land disturbance permit.



## MO-RAxxxxx Land Disturbance Stormwater General Permit

Electronic Permitting ([ePermitting](#)) is an online tool that allows users to apply for and obtain a Missouri Land Disturbance Stormwater General Operating Permit (MO-RAxxxxx). The department no longer processes MO-RAxxxxx paper applications. To access ePermitting, users will first have to register an account through the [Missouri Gateway for Environmental Management \(MoGEM\)](#) online portal. Please contact the ePermitting Helpdesk with any questions.

Acreage Disturbed
1 - < 5 acres
5 - < 10 acres
10 - 25 acres
25 - < 100 acres
100 - < 500 acres
500 acres +



## MO-R100xxx Area-Wide Land Disturbance Stormwater General Permit

The Missouri Area-Wide Land Disturbance Stormwater General Operating Permit MO-R100xxx is only applicable to a city, county, state or federal agency, or other governmental jurisdiction. There is no online tool to apply for an area-wide land disturbance permit. To apply for or renew an MO-R100xxx permit, the permittee must submit [Form G – Application for Area-wide Land Disturbance Stormwater General Permit \(MOR100\) MO 780-1408](#) and the appropriate fee.

Acreage Disturbed
< 100 acres
100 - < 500 acres
500 acres +



**LAND DISTURBANCE PERMIT APPLICATION**  
 City of Joplin - Engineering Division  
 602 S. Main Street Joplin MO 64801 (417) 624-0820

<b>A. NAME OF PROJECT/DEVELOPMENT</b>	

<b>B. OWNER/DEVELOPER</b>				
NAME	CONTACT	PHONE		
		EMAIL		
ADDRESS	STREET	CITY	STATE	ZIP CODE

<b>C. ENGINEER/CONTRACTOR</b>				
NAME	CONTACT	PHONE		
		EMAIL		
ADDRESS	STREET	CITY	STATE	ZIP CODE

<b>D. PROJECT INFORMATION</b>
All submittals must be accompanied by a completed Land Disturbance Permit application and any attachments necessary to perform a complete review of the project. Any incomplete submittal may be returned without review or comment.

D.1. AREA OF LAND THIS PROJECT WILL DISTURB:	SUBMITTAL CATEGORIES REQUIRED
<input type="checkbox"/> Less than 5,000 square feet (sf).	No Land Disturbance Permit required
<input type="checkbox"/> Less than 5,000 sf, but is part of common plan disturbing 43,560 sf or more.	ESC & WQ/DET
<input type="checkbox"/> Between 5,000 & 43,560 sf (1.00000 acre).	ESC
<input type="checkbox"/> Between 5,000 & 43,560 sf, but is part of common plan disturbing 43,560 sf or more.	ESC & WQ/DET
<input type="checkbox"/> 43,560 sf or more. (Also needs MDNR Land Disturbance Permit)	ESC, WQ/DET, & MDNR

<b>D.2. IMPERVIOUS AREA EXEMPTION</b>
<input type="checkbox"/> This project is exempt from WQ/DET requirements because less than 10% of the property will have impervious cover.

D.3. ATTACHMENTS:	SUBMITTAL CATEGORY
<input type="checkbox"/> Plans	ESC, WQ/DET
<input type="checkbox"/> Erosion & Sediment Control Plan	ESC
<input type="checkbox"/> Completed Stormwater Plan Submittal Checklist (with all required attachments)	WQ/DET
<input type="checkbox"/> Drainage Report	WQ/DET
<input type="checkbox"/> Calculations	WQ/DET (& ESC upon request)
<input type="checkbox"/> Maintenance Covenant	WQ/DET
<input type="checkbox"/> Maintenance Plan	WQ/DET
<input type="checkbox"/> Stormwater Pollution Prevention Plan	MDNR
<input type="checkbox"/> Other _____	

ESC = Erosion & Sediment Control      WQ/DET = Water Quality & Detention      MDNR = MO Dept. of Natural Resources

I certify that I am familiar with the information contained in this application, and that to the best of my knowledge, such information is true, complete, and accurate. If granted this permit, I agree all construction will be in accordance with the approved plans and with current requirements of the City of Joplin, Missouri.

PERMITTEE: NAME AND OFFICIAL TITLE (TYPE OR PRINT)	PHONE
SIGNATURE	DATE SIGNED



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

---

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Andrew Miller, Development Assistant  
**Date:** 4/1/2026  
**Re:** Discussion on a Draft Version of the Future Land Use Map for Monett

---

### GENERAL INFORMATION

The City of Monett plans to renew its City Comprehensive Plan this year, to provide a pathway and guidebook for the possibilities of growth for Monett over the next twenty-year period. As part of this process, all involved bodies, boards, and staff – in addition to the public – will have opportunities to view, comment upon, and help influence the map during the appropriate sessions.

Within the next month, the Steering Committee will review the draft version of this map, and the public will also be able to view the map during an open house scheduled for May 5<sup>th</sup>.

The Community Development Department is showing the now-public draft of the map in order to discuss it with the Planning and Zoning Commission.

---

There are no proposals or recommendations as part of this staff report.

---

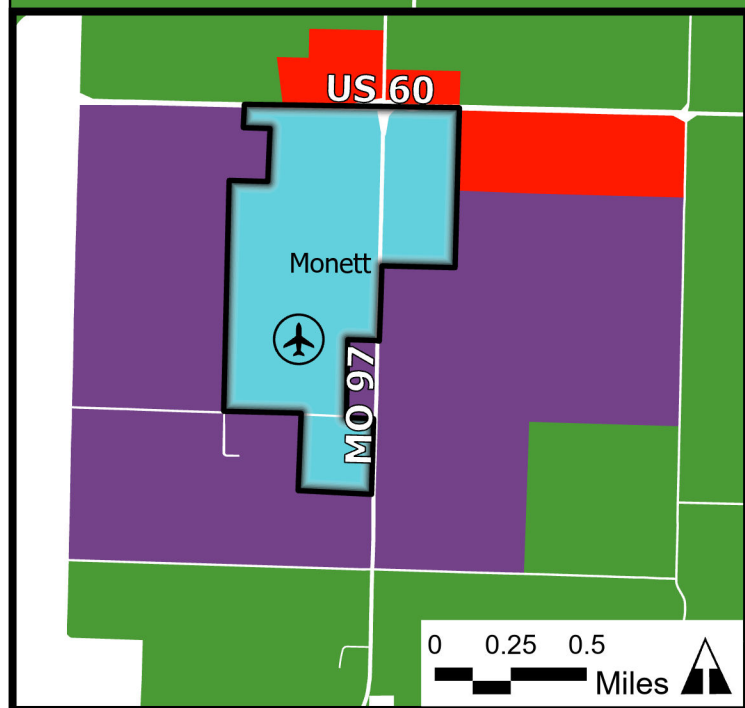
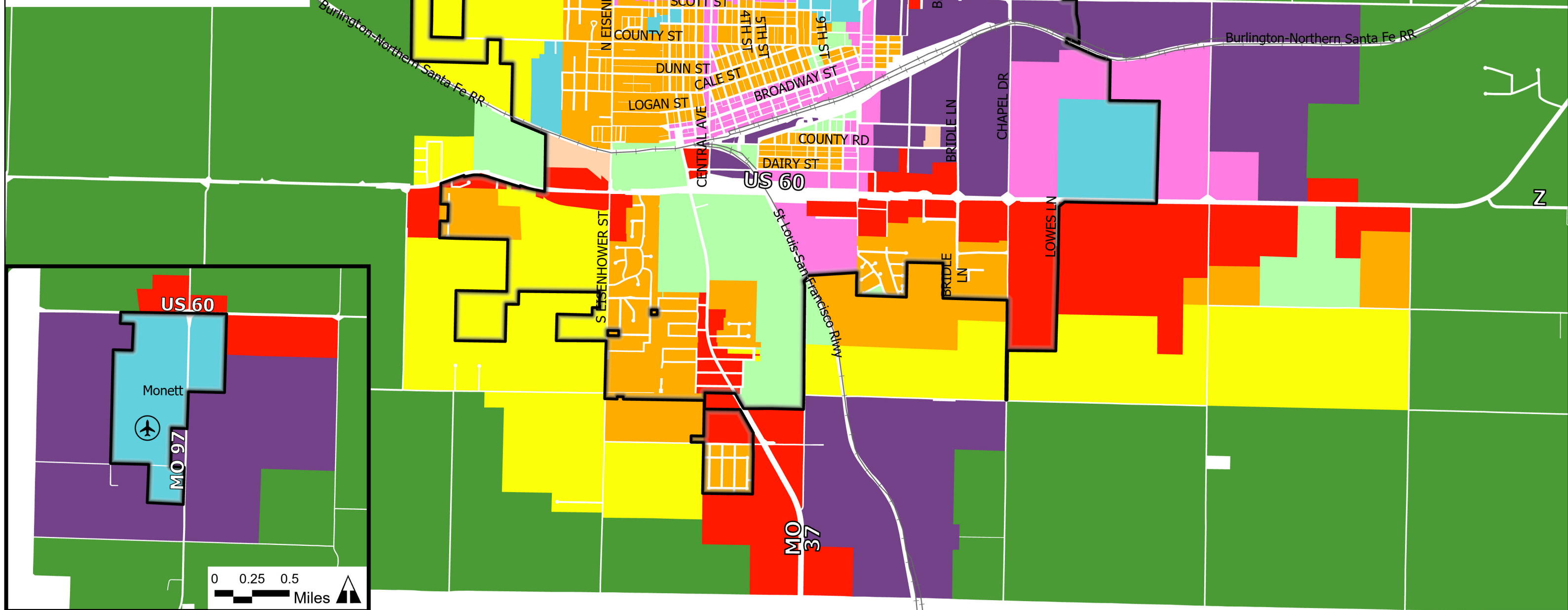
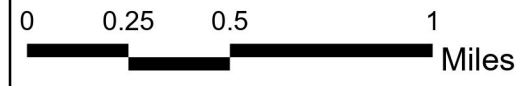
### ATTACHMENTS

Please see the following attachments:

1. Draft Version of the Future Land Use Map for Monett
  2. Descriptions of the Map Areas
-

# Monett Future Land Use

- Agriculture
- Suburban Residential
- Urban Residential
- Commercial
- Industrial
- Institutional
- Mixed Use
- Open Space
- Utility
- Railroad
- Monett Airport
- Monett City Limit



## Agriculture

The Agriculture land use classification applies to lots used primarily for agriculture and low-density residential purposes. Land classified as agriculture in the Future Land Use map should remain largely undeveloped in order to preserve prime farmland. Areas designated under this category are generally serviced by private wells and wastewater systems and, typically, are not slated for infrastructure expansion and/or improvements in the near future. Preserving and promoting agricultural uses is a significant step toward creating a self-sustaining community.

## Suburban Residential

The Suburban Residential category consists of large-lot residential subdivisions and land along the outer edges of the city. This classification is used primarily for single-family residential purposes but also includes small-scale agricultural uses. The focus of suburban residential areas is to provide low-density, semi-rural housing options for residents while preserving important agricultural land. Utilities, roads, and other infrastructure should be scheduled for expansion within the next decade.

## Urban Residential

The purpose of the Urban Residential classification is to designate areas best suited for dense residential uses including, but not limited to, small single-family lots, modular homes, patio homes, duplexes and triplexes, multifamily dwellings, and apartment complexes. This designation provides a variety of housing options for residents who are unable or unwilling to purchase a more traditional, suburban-style home. Urban Residential uses generally have adequate access to transportation networks and essential services. Utilities and other services should already exist in the area, or expansion to the area should take place within the next five years.

## Commercial

Commercial uses should be prioritized for development along major thoroughfares and near activity centers like schools or the downtown area. Small businesses that serve the needs of residents, but do not create a nuisance, should be permitted to operate in or near residential neighborhoods. Infill development of currently vacant lots should be prioritized, with careful consideration of the potential effects of the proposed business on surrounding properties.

## Industrial

Any expansion of industrial uses should be confined to the areas of Monett with existing industrial operations, particularly the eastern portion of the city and along the U.S. Highway 60 corridor. Land that is currently vacant in these industrial areas should be preserved and

prioritized for infill development of new or expanded operations. In addition, new industrial development should be centered around the existing rail facilities, focusing on logistical efficiency. Utilizing rail for transport of products and materials will help to lower shipping costs and reduce emissions.

## Institutional

Institutional uses and public services should be easily accessible by residents and visitors. Locating such uses near activity hubs like downtown or government centers is recommended, along with various services available throughout dense population centers. Vacant lots available for infill development are prime candidates for this use.

## Mixed Use

A mixed-use development contains two or more uses on a single property, though most are more commonly located within a single, shared structure. Typical uses found in a mixed-use district include commercial, transportation, and/or institutional uses at the ground level with dense residential units on upper floors; this is known as a vertical mixed-use development. Alternatively, horizontal mixed-use developments contain multiple uses that are located on the same level but within the same structure or parcel. Most historic downtowns, particularly those developed prior to the rise of automobiles, are good examples of both vertical and horizontal mixed-use developments.

## Open Space

Open Space is defined as areas intended for recreational, public, or ecological functions. This designation should be used to promote and conserve a sustainable environment by guiding growth in a way that balances development with long-term environmental health and community quality of life. Residential growth areas should encourage preservation of green space within neighborhoods while accommodating higher housing densities, and development along highways should prioritize green space and greenways to maintain an attractive and welcoming city entrance. Parks and green spaces should be supported with a plan that directs maintenance, future recreational investments, improvements, and system connectivity.

## Utility

These parcels include power substations, water treatment facilities, and critical facilities such as communication stations. It is important to ensure that all existing and future land uses, including annexation, are supported by adequate utilities, infrastructure, and services necessary for the development and operation of the community.



Randy Burke, Mayor  
Ken Gaspar, Commissioner • Darren Indovina, Commissioner  
Mickey Ary, City Administrator

www.monettmo.gov  
217 Fifth Street • Monett, Missouri 65708  
(417) 235-3763

## Staff Report

**To:** Planning and Zoning Commission  
**From:** Community Development Department  
**Date:** 3/30/2026  
**Re:** Additional Agenda Item on April 16<sup>th</sup>'s Agenda

---

### GENERAL INFORMATION

The Community Development Department is aware of a potential scenario where an agenda item may be returned to the Planning and Zoning Commission from the City Council – likely with the intentions of requiring changes or additional information. Unfortunately, at the time of writing this staff report, we cannot share what the topic will be in regards to, since this event has yet to occur.

Due to the legal nature of how these meetings occur and the timelines associated with said meetings, there will only be a one-week period between the City Council meeting and April's P&Z meeting. This does not allow the Community Development Department to include any information in the packets.

However, we plan to have all information prepared for physical presentation during the Planning and Zoning meeting on April 16<sup>th</sup>, and this will be a topic the Commission has already considered.

We intend to propose a change at the beginning of the meeting to add to the “Old Business” section of the meeting.

There will not need to be additional public notice provided.

---

There are no proposals, recommendations, or attachments in regards to this staff report.