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**PLANNING COMMISSION AGENDA**

Tuesday, September 11, 2018 at 7:00 p.m.  
Springfield City Hall  
170 North 3<sup>rd</sup> Street

1. Call meeting to order and acknowledgment of Open Meetings Act
2. Roll call
3. Approve Meeting Agenda
4. Approve Minutes of the August 14, 2018 Planning Commission Meeting
5. Public Hearings
  - A. Conditional use permit application submitted by A Step Ahead Childcare & Education Center for the expansion of their existing child care center located at 850 Park Drive and zoned Highway Commercial
  - B. Text amendment to Article 2 Definitions, Section 2.03 Definitions amending the Dwelling, Single Family definition
6. New Business
  - A. Conditional use permit application submitted by A Step Ahead Childcare & Education Center for the expansion of their existing child care center located at 850 Park Drive and zoned Highway Commercial
  - B. Text amendment to Article 2 Definitions, Section 2.03 Definitions amending the Dwelling, Single Family definition
7. Old Business
8. Reports and Recommendations
9. Adjournment

**Planning Commission Minutes  
September 11, 2018**

1. Meeting called to order at 7:00 p.m.
2. Present: Kyle Fisher, Jim Opitz, Dave Kulm, Elizabeth Chartier, Joe Parr, Sue Peplow  
Absent: Jerry Webster
3. Motion by Fisher, 2nd by Parr to approve meeting agenda. Ayes: All. Nays: None. Motion carried.
4. Motion by Parr, 2nd by Fisher to approve August 14, 2018, Planning Commission meeting minutes. Ayes: All. Nays: None. Motion carried.
5. Public Hearing
  - A. Motion by Kulm, 2<sup>nd</sup> by Chartier to open a public hearing to consider a conditional use permit application submitted by A Step Ahead Childcare & Education Center for the expansion of their existing child care center located at 850 Park Drive and zoned Highway Commercial. Ayes: All. Nays: None. Motion carried. Public hearing opened at 7:02 p.m.

Kathleen Gottsch, City Administrator, noted the original owners of the daycare did not obtain a Conditional Use Permit. The new owners, Tyler and Ashley Mohr, were notified upon purchasing the property that if the need arose to expand, a Conditional Use Permit would need to be obtained at that time. The new owners desire to occupy the vacant bay just to the north of the existing facility, which was previously used as a hair salon. An application and site plan have been submitted to the city for consideration. City and professional staff have reviewed the application and have no issues or concerns.

Tyler Mohr, current owner of A Step Ahead Childcare & Education Center, explained the intention to expand by having a single opening through the existing site directly into the new location. Mohr indicated minimal changes will be made. Existing salon style sinks will be replaced with standard sinks for use by children.

No further questions or comments were made. Motion by Kulm, 2<sup>nd</sup> by Chartier to close the public hearing. Ayes: All. Nays: None. Motion carried. Public hearing closed at 7:04 p.m.

- B. Motion by Parr, 2<sup>nd</sup> by Fisher to open a public hearing to consider a text amendment to Article 2 Definitions, Section 2.03 Definitions amending the Dwelling, Single Family definition. Ayes: All. Nays: None. Motion carried. Public hearing opened at 7:04 p.m.

Gottsch noted this was a continuation to the text amendment for accessory structures. This new amendment would allow the use of metal roofing panels on single-family dwellings, including on covered porches and accent areas. She further stated that vertical metal panels would not be allowed for walls, while horizontal metal panels would be allowed. City professional staff recommends approval.

No further questions or comments were made. Motion by Kulm, 2<sup>nd</sup> by Chartier to close the public hearing. Ayes: All. Nays: None. Motion carried. Public hearing closed at 7:04 p.m.

6. New Business

- A. Motion by Peplow, 2<sup>nd</sup> by Chartier to recommend approval of the conditional use permit application submitted by A Step Ahead Childcare & Education Center for the expansion of their existing child care center located at 850 Park Drive and zoned Highway Commercial. Ayes: All. Nays: None. Motion carried.
  - B. Motion by Kulm, 2<sup>nd</sup> by Fisher to recommend approval to the text amendment to Article 2 Definitions, Section 2.03 Definitions amending the Dwelling, Single Family definition. Ayes: All. Nays: None. Motion carried.
7. Old Business: None.
8. Reports and Recommendations: None.
9. Motion by Chartier, 2<sup>nd</sup> by Parr to adjourn. Ayes: All. Nays: None. Motion carried. Meeting adjourned at 7:10 p.m.

Andie Ledenbach  
Planning Commission Clerk