



City of Odessa, Missouri
Planning and Zoning Commission
Odessa Community Building | 601 W. Main Street
Thursday, August 20, 2026 | 6:00 p.m.
Regular Agenda

CALL TO ORDER

Matt Modlin, Chairman

ROLL CALL

Jenny Neel, Community Development Coordinator

APPROVAL OF MINUTES

July 23, 2026-Regular Meeting Minutes

PUBLIC COMMENTS

NEW BUSINESS

None

ELECTION OF OFFICERS

Planning Commission Chair, Matthew Modlin
Appointed _____

Planning Commission Secretary, Steve Nance
Appointed _____

OLD BUSINESS

PARKING-Continued discussion on parking and driveways

NEXT MEETING

Thursday, September 17 , 2026

ADJOURN

Agenda posted at the following locations:
City Hall, 228 S 2nd Street
City's Website: <https://www.cityofodessamo.com>
Emailed to The Odessan
August 17, 2026

A quorum of the Board of Alderman may be in attendance however, no Board votes will be taken.



City of Odessa, Missouri
Planning and Zoning Commission
Odessa Community Building | 601 W. Main Street
Rescheduled Meeting ~ Thursday, July 23, 2026 | 6:00 p.m.
Meeting Minutes

CALL TO ORDER

Shawn Davis, City Administrator, called the meeting to order at 6:00 p.m.

ROLL CALL

Jenny Neel, Community Development Coordinator, called the roll and confirmed a quorum.

Seth Howerton	Present (via Zoom)	Bill Hunt	Present
Carl Crabtree	Present	Steve Nance	Present

OTHERS IN ATTENDANCE

Shawna Davis, City Administrator
Jenny Neel, Community Development Coordinator
Mike Plachte, Board of Aldermen

PUBLIC IN ATTENDANCE

None

APPROVAL OF MINUTES

Commissioner Crabtree moved to approve the May 21, 2026 minutes as submitted; seconded by Commissioner Hunt.

Motion carried 4-Ayes, 0-Noes.

PUBLIC COMMENTS (Non-Agenda Items)

None

NEW BUSINESS

REPLAT / RP-03-2026 / PARCEL # 14-7.0-36-4-002-113.000 & 23-1.0-01-1-001-008.000 / LOT 6 & Lot 7 / BARNETT SUBDIVISION/ 408 E. MAIN ST.

Staff Presentation

The staff report includes the replat application, location map and survey.

Staff recommends approval of the proposed replat.

Applicant Presentation

None

Discussion

Neel explained that the applicant plans to build a detached garage. Our code would not allow a detached garage on his second lot, nor would it allow him to combine his lots into one lot without a variance. The applicant is moving his lot line back so he can build his garage on the same lot as his house. Commissioner Nance asked if there are any utilities back where the applicant plans to build. Neel responded that there are no utilities back there.

Motion was made by Commissioner Crabtree to recommend REPLAT/RP-03-2026, seconded by Commissioner Howerton, and carried with the following vote: 4-Ayes, 0-Noes.

Motion carried to **RECOMMEND** 4-Ayes, 0-Noes.

ELECTION OF OFFICERS & OLD BUSINESS

Motion was made by Commissioner Nance to amend the agenda to remove the Election of Officers and remove Old Business, seconded by Commissioner Hunt and carried with the following vote: 4-Ayes, 0-Noes.

ADJOURN

With no further business to come before the commission, a motion was made by Commissioner Hunt, seconded by Commissioner Howerton, to adjourn the meeting at 6:10 p.m. Motion carried 4-Ayes, 0-Noes.

Approved:

Matt Modlin, Chairman

ATTEST

Jenny Neel, Recording Secretary

ARTICLE III. OFF-STREET PARKING AND LOADING

Sec. 50-575. Purpose and Intent

The purpose of this Article is to: 1. Ensure adequate off-street parking and loading facilities for all land uses; 2. Promote safe and efficient vehicle circulation; 3. Reduce congestion on public streets; 4. Minimize conflicts between vehicles and pedestrians; 5. Protect adjacent residential areas from adverse impacts of parking areas; 6. Establish uniform standards applicable throughout the City.

The requirements of this Article shall apply to all zoning districts unless expressly modified by another provision of this Chapter.

DIVISION 1. GENERAL PARKING STANDARDS

Sec. 50-576. Applicability

- (A) Off-street parking and loading facilities shall be provided for all uses established, enlarged, expanded, or substantially altered after the effective date of _____, of this Article.
- (B) All parking spaces shall remain available for parking purposes and shall not be reduced below the requirements of this Article.
- (C) No parking area shall be used for materials or vehicle storage, display, sales, or repair activities unless specifically authorized by this Chapter.
- (A) Sec. 50-577. Location of Parking Areas. All parking areas shall be located on the same lot as the principal use unless otherwise permitted herein.
- (B) Off-site parking may be approved by conditional use permit when located within:
 - 1. **Two hundred (200) feet** from the lot lines of the principal use to the closest parking stall within the parking area, exclusive of street and alley widths; and
 - 2. Direct access to a public street
- (C) Parking areas shall not be located within a public right-of-way.
- (D) Parking areas shall not obstruct visibility triangles at intersections.

Sec. 50-578. Minimum Parking Space Dimensions

(A) Standard Parking Space - Each parking space shall contain a minimum rectangular area measuring:

1. Nine (9) feet in width; and
2. Twenty (20) feet in length.

(B) Accessible parking spaces shall comply with all applicable ADA requirements.

(C) Adequate maneuvering and drive aisle space shall be provided.

Sec. 50-579. Driveway and Access Standards

(A) Driveways shall comply with City construction standards.

(B) Residential driveway ingress and egress widths shall not exceed twenty-seven (27) feet unless otherwise approved by the City Engineer.

(C) Commercial and industrial driveway widths shall be determined based upon traffic generation and engineering standards.

(D) Ingress and egress points shall be designed to minimize conflicts with adjacent streets and properties.

Sec. 50-580. Parking Surface Requirements

(A) All parking areas and driveways shall be surfaced with an all-weather dustless surface.

(B) Approved surfacing materials shall include:

1. Cement concrete;
2. Asphalt pavement;
3. Interlocking concrete pavers.

(C) Minimum pavement specifications shall be as follows:

All off-street parking and loading areas, except those required for single-family and duplex uses, shall be surfaced with:

1. Five (5) inches of concrete;
2. Six (6) inches of asphalt;
3. Three (3) inches of asphalt combined with eight (8) inches of aggregate base and subgrade base.

Off-street parking areas serving single-family and duplex residences shall be graded and paved with an approved asphalt, concrete or paver brick over an approved base.

(D) Parking areas shall be maintained to prevent:

1. Dust;
2. Mud;

3. Gravel migration;
4. Standing water; and
5. Deterioration that creates hazards.

Sec. 50-581. Lighting

- (A) Lighting intensity shall be designed so as not to create glare or interference with adjacent residential districts or public streets.
- (B) Light fixtures shall be shielded and directed downward where adjacent to residential districts.
- (C) The City may require shielding, re-aiming, reduction in intensity, or other corrective measures, as determined by the City Engineer when lighting creates a nuisance or safety hazard, as determined by the Chief of Police.

Sec. 50-582. Landscaping and Screening

- (A) Parking lot areas containing more than six (6) spaces, adjacent to residential property shall provide screening consisting of:
 1. Decorative fencing;
 2. Masonry wall;
 3. Evergreen hedge; or
 4. Earth berm.
- (B) Screening height shall be not less than five (5) feet and not more than six (6) feet at the time of installation.
- (C) Parking lot landscaping shall be maintained in healthy condition year-round.

Sec. 50-583. Loading Areas

- (A) Any nonresidential use requiring delivery or loading activity shall provide adequate off-street loading space for the primary operations of the use.
- (B) Loading areas shall not obstruct:
 1. Public streets;
 2. Sidewalks;
 3. Fire lanes; or
 4. Any parking spaces.
- (C) Tractor-trailer loading activity is prohibited where the loading activity is within 100 feet of any residential district lot line.

DIVISION 2. REQUIRED PARKING BY LAND USE

Sec. 50-584. Minimum Off-Street Parking Requirements

Land Use	Minimum Parking Requirement
Single-family dwelling	2 spaces per dwelling unit
Dwelling with 4+ bedrooms	3 spaces per dwelling unit
Duplex	2 spaces per unit
Multifamily dwelling	2 spaces per unit
Guest/communal parking (4+ units)	1 space per 4 units
Hotel/motel	1 space per guest room
Boarding/rooming house	1 space per 2 occupants
Office	1 space per 300 sq. ft.
Retail/commercial/entertainment/recreation	1 space per 250 sq. ft.
Restaurant	1 space per 100 sq. ft. dining area
Church/auditorium	1 space per 5 seats
Medical office	4 spaces per doctor plus employee parking
Industrial/Public facilities	Sufficient spaces for employees, customers, and fleet vehicles typical for the use
Nursing home	1 space per 6 beds plus employee parking
Hospital	1 space per 4 patient beds, 1 per staff or visiting doctor, 1 per 3 employees, plus adequate parking for emergency vehicles.

(A) Any uses not specifically listed shall provide for sufficient spaces for employees, customers, and fleet vehicles typical for the use.

(B) Shared parking arrangements may be approved by the Zoning Administrator where peak demand for the uses occurs at different times.

(C) The Zoning Administrator may approve reductions where documented evidence demonstrates lower parking demand.

DIVISION 3. DISTRICT-SPECIFIC STANDARDS

Sec. 50-585. Residential Districts

(A) Required parking for single-family dwellings shall be located on an approved driveway surface.

Sec. 50-586. Commercial Districts

- (A) Outdoor display areas and storage shall not occupy parking spaces.
- (B) All servicing of vehicles and assembly of equipment carried on as an incidental part of operation shall be conducted within a completely enclosed building.

Sec. 50-587. Industrial Districts

- (A) Unpaved parking areas may be permitted for industrial uses exceeding thirty-five (35) acres when:
 - 1. Located 3,960 feet or more from any residential zoning district;
 - 2. Located 1,250 feet or more from any C-1 or C-2 district; and
 - 3. Dust mitigation measures are implemented.
- (B) Truck circulation areas shall be subject to additional engineering review to verify adequate vehicle maneuverability, pavement design, traffic circulation, and protection of public infrastructure.
- (C) All servicing of vehicles and assembly of equipment carried on as an incidental part of operation shall be conducted within a completely enclosed building.

Sec. 50-588. Commercial Residential Transitional (CRT) District

- (A) Parking areas shall provide enhanced screening as described in Sec 50-454.

DIVISION 4. MAINTENANCE

Sec. 50-589. Maintenance

Parking and loading areas shall be maintained in safe and usable condition at all times.