

**CITY OF PACIFIC
PLANNING & ZONING MINUTES
January 13, 2026 at 7:00 p.m.**

Call to order: The meeting of the Planning & Zoning Commission was called to order by Chairman Bruns at 7:00 PM on Tuesday, January 13, 2026. The Public was able to attend in person.

Roll Call: Chairman Bruns, Commissioner Koelling, Commissioner Goodmon, Commissioner Summers, Commissioner Love, Commissioner Aycok, Commissioner Wymer, Commissioner Marhanka.

Absent:

City Staff: Alderman Lesh, City Engineer and Zoning Officer Girondo, City Administrator Litterell, Building Department Clerk Bauguess.

Approval of Minutes: Regular meeting on November 25, 2025.

Motion made by Commissioner Goodmon, seconded by Commissioner Love to approve. A voice vote was taken with an affirmative result. Opposed: none.

Public Comment-

Public Hearing-

- A. **PZ 2025-17: Conditional Use Permit, Rhea Rose & Diana Han, applicant.** *A public hearing to consider an application for a Conditional Use Permit (CUP) at 1505 Cypress Drive, Pacific, MO 63069 (Franklin County Parcel #19-6-14.0-1-007-090.600). The applicant has submitted a request for a Conditional Use Permit (CUP), for obtaining the zoning entitlement to operate a short term rental on the property in question.*

City Engineer and Zoning Officer Girondo presented the staff report. Anne Carroll, 710 Scenic View Drive

Union, MO. representing Missouri House, spoke on behalf of the applicant. She explained that the applicants are photographers who frequently visit the area for work at Purina Farms and are interested in purchasing a home to use during visits and as a short-term rental. The proposed rental would require a two-night minimum stay, allow a maximum of eight occupants, and include driveway improvements to accommodate up to four vehicles. Mrs. Carroll stated that trash service would follow the City's regular schedule. She mentioned noise-monitoring devices would be installed inside the home to track decibel levels (without recording audio), with alerts sent if noise exceeds allowable levels for more than 15 minutes. She noted that dogs would be allowed but must remain on a leash in unfenced areas, dog poop would be picked up, and dog waste bags would be provided on-site. She added that all safety codes would be followed and intend to respect the surrounding neighborhood. Mrs. Carroll also stated that Missouri House has operated short-term rentals in Franklin County since 2017 and in Branson since 2007. Commissioner Koelling asked if the rental would be limited to Purina Farms visitors. Ms. Carroll responded no, that it would also be available for weddings and families. Commissioner Love asked about the proposed eight-occupant maximum. Mrs. Carroll stated this was based on a four-bedroom layout. Commissioner Love noted that one bedroom is under 100 square feet and would only qualify for one occupant, and that the basement room lacks an egress window and cannot be considered a bedroom, reducing the allowable occupancy to seven. Mrs. Carroll stated the applicants are open to adjusting the maximum occupancy. Commissioner Love also

referenced a prior application for another property and asked about sound insulation planned for the garage, where dog crates may be placed. Mrs. Caroll confirmed this and stated the dogs would generally be well-behaved, as they are primarily associated with Purina Farms events. Commissioner Love expressed concern that the City's 11:00 PM noise restriction may be too late for a subdivision of this size. Marci DeArriba Kiel, 3936 McRee Avenue, St. Louis, MO, representing the applicants. Mrs. DeArriba Kiel noted that renters would be required to sign rules and guidelines prior to their stay, which could address noise concerns. Commissioner Love asked whether Mrs. Caroll would serve as the local contact in the event of issues. Mrs. Caroll confirmed that she would be the point of contact for the city. Brandy Heine, 883 Cypress Dr. Mrs. Heine starts off by asking the board if the noise-monitoring device would be affected with noise outside. Chairman Bruns states that she believes it will cover the noise outside too. She stated that her primary concerns included increased and unknown traffic, noise impacts, and the possibility that allowing one short-term rental could lead to additional rentals in the neighborhood, reducing the availability of homes for families. Commissioner Love asked Zoning Officer Girondo whether a Conditional Use Permit could be revoked if the operation became a nuisance or caused ongoing issues. Mr. Girondo responded that he could not give a definitive answer but believed that revocation may be possible. Chairman Bruns stated that a workshop should be scheduled to further discuss short-term rentals and consider potential adjustments to the regulations, with the City Attorney in attendance. The Board discussed the matter and agreed that a workshop meeting should be set up as soon as possible. Alderman Lesh noted that any changes to the ordinance would require a recommendation from the Planning and Zoning Board through a text amendment and public hearing before being forwarded to the Board of Aldermen. Chairman Bruns directed Building Department Clerk Bauguess to contact the City Attorney to arrange the workshop meeting.

New Business-

- A. **PZ 2025-17: Conditional Use Permit, Rhea Rose & Diana Han, applicant.** *A public hearing to consider an application for a Conditional Use Permit (CUP) at 1505 Cypress Drive, Pacific, MO 63069 (Franklin County Parcel #19-6-14.0-1-007-090.600). The applicant has submitted a request for a Conditional Use Permit (CUP), for obtaining the zoning entitlement to operate a short term rental on the property in question.*

Motion by Commissioner Wymer, second by Commissioner Goodmon to recommend approval of PZ 2025-17. Ayes: Commissioner Koelling, Commissioner Marhanka, Commissioner Love. Nays: Commissioner Goodmon, Commissioner Summers, Commissioner Wymer, Commissioner Aycock, Chairman Bruns. Abstain: 0. Motion Denied.

Mrs. DeArriba Kiel stated that she understands concerns about approving a short-term rental potentially opening the door to additional rentals in residential areas. She noted that several cities, including Washington, Missouri, have addressed this by establishing a minimum separation radius. She explains under such an approach, once a property is approved, another short-term rental within a specified distance would not be eligible for a Conditional Use Permit that will help prevent oversaturation. Chairman Bruns responded that this is precisely why a workshop is being proposed to ensure the city addresses all concerns and develops clear, well-considered standards for short-term rentals moving forward.

Old Business-

Committee Reports-

a. Board of Aldermen

Alderman Lesh provided updates from the previous meeting, noting that the request for 1722 Hwy N to subdivide the property remains tabled and is still awaiting an easement. He reported

that the Conditional Use Permit for 2806 W. Osage Street for a used car dealership has been approved.

Chairman Bruns asked whether the 1722 Hwy N request remains unresolved. Alderman Lesh confirmed that it does, stating the applicant is still attempting to obtain the required easement. He added that Mr. Smith had previously addressed the Board and indicated that no agreement or access rights to Smith Lane had been established with the applicant.

b. Board of Adjustment-

Building Department Clerk Bauguess stated that the meeting will be held at the end of the month on January 28 at 5:30 PM.

c. Zoning Officer

City Engineer and Zoning Officer Girondo reported that inquiries continue to come in and that he remains in communication with the Building Department regarding updates. He noted that several items are anticipated for future agendas and that staff remains busy.

Miscellaneous

Commissioner Love handed out a short-term rental consent form. Chairman Bruns noted that Commissioner Love had conducted research and found the form online as an example of a neighbor consent statement. She stated that the information was helpful and should be further discussed during the upcoming workshop. Chairman Bruns directed Building Department Clerk Bauguess to collect the packet from Commissioner Love, have copies printed for each commissioner, and distribute it electronically as well.

Motion made by Commissioner Goodman, seconded by Commissioner Wymer to Adjourn. A voice vote was taken with an affirmative result.

Meeting adjourned at 7:30 p.m.