THE CITY OF BATTLEFIELD

PLANNING & ZONING COMMISSION

MEETING MINUTES

MONDAY JANUARY 12, 2026

1) **General Business**

Meeting called to order at 6:00 p.m. by Planning and Zoning Chairman Danny Klopfer in City Hall located at 5434 S. Tower Drive, in Battlefield, Missouri. Mr. Klopfer asked the audience to introduce themselves since we had new members of the Planning and Zoning Commission and he also asked all the members to introduce themselves before calling meeting to order.

a) Reports
   i) **Building Inspector Report**—Trey Davis gave the following report on the upcoming increase in fees for Building Permit fees which are needed and have not been done in many years. Mr. Davis explained the year end reports for 2025 and gave everyone a handout to review.
   ii) **City Administrator Report**-Interim City Administrator had no report

b) **November 10, 2025, Commission Meeting Minutes**, and request staff to post approved minutes on web site. Motion was made by Member Tim Friel to approve the minutes for November 10, 2025. Motion was seconded by Member Michelle Gipson. The vote was 7 Ayes-Ron Yancey, Kevin Britt, Michelle Gipson, Danny Klopfer, Shelley Igert, Tim Kelley Sr., Tim Friel. 0 Nays. Member Keith Wright was absent for the meeting. Motion carried.

c) **David Byrd Recognition of Service on Planning and Zoning Commission**. Mayor Mark Crabtree provided a certificate of appreciation to Mr. Byrd for his 12 years of service. Mr. Klopfer noted Mr. Byrd was retiring and thanked him for his dedication to the Commission.

2) **Public Input**

None.

Discussion followed on moving item 4 after item 2 with consensus approving the change.

3) **New Business-(Editorial Note actually 4)**

a) **Battlefield Assembly of God 5154 Hwy FF (West Bypass) Site Plan Review**

i **Review of Site Plan Requirements**.

ii **Site Plan Presentation by Owner or their Engineer**.

iii **Status of review process and first review comments.**

iv **Possible Final Review of New Site Plan and possible vote to approve with or without conditions.**

v **Discussion of Timing for revisions and City Engineer Approval to schedule special meeting**. Mr. Davis stated that Toth had begun the review process but there was a time crunch with the holiday season and offices being closed so there were comments from Toth that had to be addressed of which the only one left is the driveway spacing. Cameron from Own Engineering addressed the Commission as a representative for the Battlefield Assembly of God for the site plan application that was made and noted the driveway concerns needed to be addressed since MoDOT had been contacted about a possible change and they had not been adverse to considering another driveway. Mr. Billy Kimmons from Hood Rich was the architect for the project and explained there would be an addition to the existing building structure of over 3,000 square feet to the worship center to allow for more seating this step would be proactive in adding fire suppression to the building for added safety on the east side of the building along with the back side of the existing building. Mr. Kimmons added the stormwater study that will be done to address run off with said addition. Mr. Kimmons address the ingress egress issues with traffic coming in and out of the existing driveway and the need to make the right lane and have a total of 3 lanes total so it might be necessary to add another lane to access the parking lot to simplify traffic issues. Mr. Kimmons noted it felt like the southbound approach from the north would be more visible with a right-hand line added so there are 3 lanes to allow for ingress and egress from the location. Mr. Carter the representative from Central Assembly of God stated that pastoral changes have allowed for the mechanism to place the parent affiliate of this church to take care of this property and that allows for the extension for the Springfield Location in the SW Metro area so more attendance is expected therefore expansion needs to occur for two services for approximately 20-300 people and a technical service can occur to pipe in the service from downtown Springfield location. Mr. Carter added that the Central Assembly Church had been located in Springfield for over 100 years and the Battlefield location has been here since the early 1980's. Mr. Carter noted that more than just paint and fire suppression needs to take place on the property speaking directly about the narrow driveway on the property that now exists. It was added that another driveway right by this one exists and extends to a private home which adds to confusion for attendees. Derrick at Toth (Eng.) the City's engineering firm approached the review looking at the fact the MoDOT comments on the stormwater requested alignment of the existing Walker Road and there is the spacing issue noted in the City code with it has to be 440 ft. between driveways to be compatible with MODOT's sign distance. Mr. Klopfer asked the applicant when they reviewed our requirements before the application was submitted. Mr. Klopfer added they were updated in 2023 which is why they were changed in the first place since future projects would insist the City was following federal regulations for MoDOT funding opportunities. Mr. Klopfer reminded the commission they were here to approve the site plan, reject the plan or approve with conditions. Mr. Klopfer added the plan review for the site plan had occurred with responses from Toth Eng. For dated January 5th and January 12th. Mr. Klopfer stated he is excited to see the growth to Battlefield and is hoping to get the plans to a better place. Mr. Klopfer stated an agreement could be made to remove the old driveway. . Mr. Klopfer stated that if it were approved by planning and zoning with both driveways that would go against the city code,~~.~~ w~~W~~hich we cannot do. Mr. Klopfer stated the Planning and Zoning could deny the site plan and ask for new plans to be submitted or approve site plan with the understanding the driveway would be removed.

Motion was made by member Michelle Gipson to approve the site plan with the removal of the north driveway as discussed. Motion was seconded by Member Ron Yancey. A vote was made. 0 Nays. Member Keith Wright was absent for the vote. Motion carried.

4) Old Business -**(Editorial Note actually 3)**

a) **Recommendation to Update All Fees.** Planning and Zoning Chairman Danny Klopfer mentioned it had been several years since they had been reviewed, and an increase had been considered.

i) **Review of Updated Appendix A in Title 4** (Zoning and Subdivision Services Fee Schedule A). Planning and Zoning Chairman Danny Klopfer explained the process needed to make the amendments to the Code to the newest members of the Commission and the audience.

ii) **Review of Revision to Code Sections Permits, Fees and Inspections Chapter 505** (505.010-505.190).

iii) **Review of Wastewater Revisions Connection Fees Code Section 700.510**.

iv) Discussion as to how will package for Public Hearing and Ordinance Structuring.

v) **Set date for Public Hearing for New Fee Ordinance(s) for February 9, 2026, Planning and Zoning Meeting**. Planning and Zoning Chairman Danny Klopfer that he had discussed with City Clerk who had created separate ordinances for all the changes which are many and they would still need to find the most expedient yet acceptable way to make all the proposed changes to provide to the codifier to reflect the necessary changes in an understandable way. Discussion followed on need to hold public hearing for section IV Land Use section and need to move Appendix A from this section and move to Chapter V. Mr. Klopfer noted that there were several changes in section V to be changed and everyone had a copy of the proposed changes. Mr. Klopfer referenced section 700 for sewer connection fees since these would also need updating . Discussion occurred with members on possibly changing fee to round up to $75.00 for the hourly rate (Building Inspector rate of pay per hour reference point in formulas in item c). Motion was made by Member Tim Kelley Sr. to set the public hearing for February 9, 2026, planning and Zoning Meeting. The vote was made and the vote was 7-Ron Yancey, Kevin Britt, Michelle Gipson, Danny Klopfer, Shelley Igert, Tim Kelley Sr., Tim Friel. 0 Nays. Member Keith Wright was absent for the meeting. Motion carried.

5) **Future Agenda Items**-None.

6) **Board Member Comments, Questions & Open Discussion.** Member Tim Friel thanked the audience member for staying for the meeting. Member Tim Friel also thanked the other members for their support to do what needs to be done for the City.

7) Adjournment

Motion was made by Member Michelle Gipson to adjourn the meeting at 8:15 p.m. Motion was seconded by member Ron Yancey. The vote was 7 Ayes- Ron Yancey, Kevin Britt, Michelle Gipson, Danny Klopfer, , Shelley Igert, Tim Kelley Sr., Tim Friel. 0 Nays. Member Keith Wright was absent for the meeting. Motion carried.

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Chairman – Danny Klopfer

ATTEST:

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City Clerk-Beth Anne West, City Clerk

Reading and vote:

Minutes approved: