

Planning & Zoning Commission Meeting Minutes

Thursday, February 25, 2016 @ 6:00pm
City Hall

Mayor Best called the meeting to order at 6:03pm.

The following members were present:

- Commissioner Neal
- Mayor Best
- Commissioner Lollar
- Secretary Meadows
- Commissioner Grabowski
- Commissioner Little

Others present were:

- Sydney Allen, Planning & Zoning Administrator
- Don Brown, City Attorney
- Tracy Slagle, Deputy City Administrator
- Jerry Hamby, Public Works Director
- Michael Dublin, Creative Real Estate Solutions

* Elections – Chairman, Vice Chairman, & discuss terms and reappointments

- The Mayor stated that there are now two vacancies on the Planning & Zoning Commission and also that a new Chairman and Vice Chair is needed. The Mayor appointed Alexis Neal as Chairman and Duncan Meadows as Vice Chairman. The group discussed the importance of keeping a diverse group of people as Planning & Zoning Commissioners. It is important to have the opinions of people from different organizations, career fields, and backgrounds. The Mayor and the Commission members will think of good candidates to recommend for the vacant positions.

* Approval of Agenda - After the Commission reviewed the agenda; Mayor Best made a motion to approve the agenda as presented. Vice Chair, Duncan Meadows, seconded the motion. The agenda was approved.

* Minutes – The Commission reviewed the minutes from the regular meeting held on November 19th, 2015. Mayor Best made a motion to approve the minutes from November 19th, 2015. Jim Grabowski seconded the motion. The minutes were approved as presented.

* Ordinance Amending Bolivar Municipal Code By Amending Section 410.550 – The Commission discussed that they agree that people who are applying for a Planning & Zoning related case should be present or send a representative to the public hearing for the case. The

proposed change to the ordinance stated that the Commission would have the right to deny the case if a representative was not present. After discussion, the Commission asked that the wording be changed to allow them to table the case as well. This way, the applicant would not have to start from the very beginning the next time they were going to apply to the Planning & Zoning Commission. Commissioner Lollar made a motion to have the City Attorney change the language to add the possibility of tabling and then send the recommendation to the Board of Alderman. The Mayor seconded the motion. The motion was passed with all ayes.

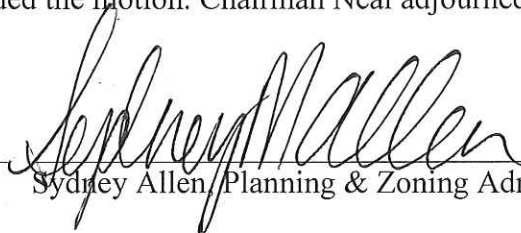
* Comprehensive Plan Update – The Commission and Sydney Allen have been discussing the possibility of updating the Comprehensive Plan for several months. In an effort to serve the public in the best way possible, it was decided that the Commission would spend the next several months reviewing the plan to get a better idea of what has been accomplished since its adoption in 2010. In the meantime, the Commission will work with Sydney to continue to update the current zoning code so that it is up to date with the ideas and direction laid out in the Comprehensive Plan. This process is not something that happens quickly but the Commission and Sydney decided that they want to fully review and assess the current Comprehensive plan to their best ability before starting and update and creating a new document. Sydney recommended that the Commission look at the plan in sections and discuss the goals of each section at length to determine where the City stands in completing those goals. The Commission will be reviewing section 3.3 for the next meeting scheduled for March 17th.

* Vice Chairman, Duncan Meadows, addressed the Commission before the meeting was adjourned. He stated that he was concerned that the Commission would not have the opportunity to hear from the Building Inspector and the Code Enforcement Officer anymore and that he thought their updates brought value and insight to their positions. He stated that although it may not be the Commissions job to help them get their respective codes changed or updated, he thought it was the Commissions job to help improve the community and their updates were helpful in doing so. Tracy Slagle, Deputy City Administrator, told the Commission that both employees could give updates and presentations at the Commission's request and understood the importance of knowing what obstacles they are experiencing in their positions.

* Adjournment – Without any further business to discuss, the Mayor made a motion to adjourn the meeting. Commissioner Little seconded the motion. Chairman Neal adjourned the meeting at 6:45pm.



Alexis Neal, Chairman



Sydney Allen, Planning & Zoning Admin