



Planning & Zoning Commission Meeting Minutes

Thursday, March 17th, 2016 @ 6pm

City Hall

Chairman Neal called the regular meeting of the Planning & Zoning Commission to order at 6pm.

The following members were present:

- Chairman Neal
- Commissioner Lollar
- Alderman Sagaser
- Vice Chair Meadows
- Commissioner Grabowski
- Commissioner Little

Others present were:

- Sydney Allen, Planning & Zoning Administrator
- Jerry Hamby, Public Works Director
- Lacy Hamby, City of Bolivar Intern
- Donald Brown, City Attorney
- Michael Dublin
- Jim Ludden, Fire Chief
- Erin Ludden (and kids)

Approval of Agenda:

- After review of the agenda, Alderman Sagaser made a motion to approve as presented. Vice Chair Meadows seconded the motion. Agenda was accepted with all ayes.

Approval of Meeting Minutes

- After review of the meeting minutes from the meeting held on February 19th, 2016, Commissioner Grabowski made a motion to approve the minutes as presented. Meadows seconded the motion. The minutes were approved with all ayes.

New Business

Old Business


- Recommend/appoint 2 new members: Sydney Allen stated that one vacancy will be filled by Michael Dublin and he will be a voting member once he is sworn in at the next Board of Alderman meeting. Sydney asked the group to keep thinking about new member possibilities and to send any recommendations to her or Mayor Best.

- **Manufactured Home Regulations:** The Commission continued the discussion regarding the proposed new requirements for the new Manufactured Home Subdivision. The first discussion point was the minimum size requirement for a subdivision. To try and be as consistent with the other residential zoning districts, the Commission agreed that a minimum of 2 acres was fair and would allow developers the opportunity to look at property inside and outside of the city limits. It was also decided that the parking requirements would be the same for this subdivision as all other single-family residential districts within the City, and the same with landscaping requirements.

The group discussed that they would like to see permanent stairs or porches at all means of egress and that walkways would also need to be installed from the structure to the driveway. There will be no requirements for trash; the landowners will be responsible for their own trash service like the other neighborhoods in town. The Commission asked Sydney to research and look back in previous minutes to determine if a decision was ever made regarding the age of manufactured home that would be allowed to be brought in. Sydney is also going to research how other cities handle axels and if skirting is necessary if the structure is required to be on a permanent foundation.

- **Comprehensive Plan Review – Section 3.3:** The Commission discussed that there were a lot of good points in the Comprehensive Plan regarding parks. Chairman Neal discussed the lack of sidewalks in the community and the need for a complete network of sidewalks. She stated that the walkability level in the City was low and that there was room for improvement. The Commission agreed. Vice Chair Meadows suggested that the Commission start to look at the Keeling Spring Park and see if there is a possibility to enhance the park. The group also discussed the lack of walking space at Dunnegan Park and mentioned that a pedestrian only path would be extremely beneficial to the community and other users. The YMCA trail plan was discussed and Sydney agreed to contact the YMCA to try and get a copy of that plan. She will also bring more information about the Keeling Spring Park property to the next meeting.

With no citizen comments, Vice Chair Meadows made a motion to adjourn the meeting. Commissioner Lollar seconded. Chairman Neal adjourned the meeting at 7:09pm.



Alexis Neal, Chairman



Sydney Allen, Planning & Zoning Admin