



## **Planning & Zoning Commission Meeting Minutes**

August 19th, 2021 at 6:00pm  
City Hall

Chairman Neal called the regular meeting of the Planning & Zoning Commission to order at 6:01pm.

### **Members Present:**

- Commissioner Little
- Alderman Sagaser
- Chairman Neal
- Commissioner Evans
- Commissioner Rice
- Secretary Meadows

### **Others Present:**

- Kyle Lee, Community Development Supervisor
- Lacy Hamby, Planning & Zoning
- Tracy Slagle, City Administrator
- Donald Brown, City Attorney
- Dick Dixon
- Miriam Maze
- Matt Maze
- Steve Hubbert

**Approval of Agenda:** After reviewing the agenda, Alderman Sagaser made a motion to approve the agenda. Commissioner Little seconded. The agenda was approved.

**Approval of Meeting Minutes:** After reviewing the minutes from the meeting on July 15th, 2021, Secretary Meadows made a motion to approve as presented. Alderman Sagaser seconded the motion. The July minutes were approved.

### **New Business:**

- **Public Hearing ZC-21-03 Zoning Change Application – 315 N Albany Ave:** At 6:03pm, Chairman Neal called the public hearing to order. Dick Dixon, applicant on behalf of Intervention Ministries, approached the Commission. Intervention Ministries decided to stop operation of the thrift store that was at this location. Potential buyer wanted to continue to serve the public, but use regulations would require a zoning change. Miriam Maze, potential buyer, approached the Commission regarding the

opportunity that would allow them to expand their business. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:09pm.

- **Discussion & Recommendation – ZC-21-03:** Chairman Neal started the discussion by asking Kyle Lee to address the Commission. Kyle confirmed that the zoning change would allow the desired use of the property. Kyle made the comment that the building is suited for commercial use and conversion to residential could be costly. Commissioner Little and Alderman Sagaser stated the history of the property has been commercial use. Secretary Meadows made a motion to recommend approval of the zoning change to the Board of Aldermen for ZC-21-03. Alderman Sagaser seconded. The motion passed.
- **Discussion & Approval/Denial LS-21-01 - Lot Split Application 1104 N Market Ave:** Chairman Neal started the discussion by asking Kyle Lee to address the Commission. Kyle verified that staff reviewed the application and it meets the regulations. There were no citizens present to speak on the matter. Secretary Meadows made a motion to approve the lot split. Commissioner Little seconded the motion. The motion passed.

#### Old Business:

- **Public Hearing - Adoption of Amendments to the Comprehensive Plan:** At 6:26pm, Chairman Neal reopened the public hearing. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:28pm.
- **Discussion & Recommendation – Adoption of Amendments to the Comprehensive Plan:** Chairman Neal started the discussion by addressing the latest round of edits that were received by the Commission. The Comprehensive Plan was made available for public viewing prior to public hearing. Commissioner Little addressed concern regarding the future water supply. The Commission decided there were revisions to be made before adoption of the Comprehensive Plan. Chairman Neal reopened public hearing to adjourned to September 16<sup>th</sup>.
- **Public Hearing – Adoption of Amendments to the Comprehensive Plan:** At 6:52pm, Chairman Neal reopened the public hearing. There were no citizens present to speak on the matter. Chairman Neal adjourned the public hearing at 6:53pm.
- **Discussion – Accessory Structure Setbacks:** Kyle Lee approached the Commission. Staff provided some aerial views of accessory structures that are currently non-compliance with regulations. Staff explored looking into surrounding communities to see what their ordinances had regarding accessory structure setbacks. Alderman Sagaser recommended there be no less than a five-foot setback on the side and rear to allow enough footage to maintain around structure. Secretary Meadows agreed five feet would



345 S. Main Ave, PO Box 9, • Bolivar, Missouri 65613  
Telephone (417)326-2489 • Fax (417) 777-3212  
[www.bolivar.mo.us](http://www.bolivar.mo.us)

---

be sufficient. Alderman Sagaser made a recommendation to change the side yard to five feet in all residential zoning districts for accessory residential buildings.

- There were no citizen comments.

Alderman Sagaser made a motion to adjourn the meeting. Commissioner Little seconded the motion. Chairman Neal adjourned the meeting at 7:24pm.