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**Planning & Zoning Commission Meeting Minutes**  
**July 26<sup>th</sup>, 2018 @ 6:00pm**  
**City Hall**

Chairman Neal called the meeting to order at 6:05pm.

**Members Present:**

- Commissioner Little
- Alderman Sagaser
- Commissioner Lollar
- Chairman Neal
- Commissioner Ofori-Yeboah

**Others Present:**

- Tracy Slagle, City Administrator
- Jerry Hamby, Public Works Director
- Sydney Allen, Planning & Zoning Administrator

**Agenda Approval:**

After reviewing the agenda, Alderman Sagaser made a motion to approve the agenda. Commissioner Little seconded the motion. The agenda was approved as presented.

**Minutes Approval:**

After reviewing the meeting minutes from June 21<sup>st</sup>, 2018, Commissioner Little made a motion to approve. Alderman Sagaser seconded the motion. The minutes were approved as presented.

**New Business:**

- **Public Hearing – Zoning Text Amendment – Section 410.030 – Definitions of Custodial Group Home and Group Home:** Chairman Neal opened the public hearing at 6:09pm. There were no citizen comments. Chairman Neal closed the public hearing at 6:10pm.
- **Public Hearing – Zoning Text Amendment – Section 410.350 – Required parking spaces for medical and dental clinics or offices.** Chairman Neal opened the public hearing at 6:10pm. There were no citizen comments. Chairman Neal closed the public hearing at 6:10pm.
- **Public Hearings Discussion:** After the public hearings were closed, Sydney explained that the Commission has already discussed both matters thoroughly and have voted to recommend them to the Board of Alderman. The public hearings are necessary before the Board of Alderman can vote to pass the ordinances. Alderman Sagaser made a motion to recommend the approval of the changes to Section 410.030. Commissioner Lollar seconded. The motion passed with all aye votes. Alderman Sagaser made a motion to

recommend the approval of a change to Section 410.350. Commissioner Lollar seconded the motion. The motion passed with all aye votes.

- **Discussion - Comprehensive Park Plan:** Alexis explained that the Board of Alderman started discussing the parks because of requests to donate benches and other items to City parks. They suggested that there should be a specific process for donating and that there should be guidelines for the aesthetics of benches and other equipment that get placed in the parks. The Board also specifically addressed the need for ADA compliant bathrooms and equipment and how the City could incorporate those things into the parks. The group discussed options regarding new playground equipment and where the best location would be for the new location to make it accessible. The group also discussed the different options for benches at the parks. Tracy Slagle stated that each park has a different kind of look. For example, Dunnegan Park seems to be using more environmentally aesthetic colors for products as opposed to bright colors. Regarding donations, the group agreed that it would be the most impactful if the benches that need to be replaced the most, get replaced first. Then if there is ever a point when all existing benches are in good condition, donated benches will be added to the parks. Alderman Sagaser stated that he thinks that donors should have a choice between two different styles of benches. Chairman Neal stated that she would like to invite folks from the Friends of Dunnegan Park to attend the next meeting to discuss their future plans for the park. Sydney and Jerry stated that they will visit with Dee from Motor Monkeys to discuss ADA equipment and its possible placement at Dunnegan Park. They will report back at the next meeting.

#### **Old Business:**

- **Discussion – “R-4” Multi-Family Dwelling District:** Sydney explained to the Commission that Mayor Warwick found a study done by the City of Springfield relating to density issues and concerns. Sydney had Ryan, her intern, review the study. The study was put together by a group of Springfield citizens to determine a set of criteria that must be met when development is proposed to be larger than the density regulations permit. Ryan used the criteria to score 4 different properties in Bolivar that are zoned for multi-family development. The 4 properties scored low when using Springfield’s criteria and didn’t warrant approval for higher density. The Commission liked the idea of having a set of criteria that would be necessary to meet if a developer wanted to be able to build a higher density complex than what is allowed in the regulations. Sydney said she would work on creating criteria that Bolivar could use when looking at the projects.
- **Discussion – Sidewalks:** Sydney provided the group with a short handout with discussion points for sidewalks in commercial areas. She explained that while it seems feasible to require all new developments to construct sidewalks, it could create a street with gaps of sidewalk that are not connected. It would also imply that the City would then come and construct the sidewalks that would be needed to fill in the gaps on the properties that are already developed. Sydney stated that Springfield Avenue is a

complex situation in regards to sidewalks because of the limited space and the storm water drainage that is currently present. It would take a lot of land acquisition and storm water engineering to prepare the area for the installation of sidewalks. She showed the Commission an alternate route that can be used by pedestrians to access businesses on Springfield Ave and stated that the City would continue to work and promote using that alternate route. The Commission discussed ideas about funding and ways the City could encourage property owners to construct sidewalks. Chairman Neal asked what the focus should be moving forward. Jerry Hamby stated that he would like to look at the sidewalks from South Street, north to the square to determine the missing links and ways to make that section of Springfield Ave more accessible. He also stated that the biggest setback in constructing sidewalks at the City is the manpower and shortage of laborers to do sidewalk projects. Sydney stated that if sidewalk projects were a high priority and they were located on MoDOT ROW, she could bring the projects to the Transportation Advisory Committee at the district level in an attempt to get the projects on a statewide project list.

- There were no Citizen Comments
- Commissioner Lollar made a motion to adjourn the meeting. Alderman Sagaser seconded the meeting. Chairman Neal adjourned the Planning & Zoning Commission meeting at 7:38pm.