

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

November 10th, 2022 at 6:00pm

City Hall

Chairman Neal called the regular meeting of the Planning & Zoning Commission to order at 6:00pm.

### **Members Present:**

- Commissioner Kwasi
- Chairman Neal
- Alderman Sagaser
- Commissioner Little
- Commissioner Kurtz
- Commissioner Rice
- Secretary Evans
- Mayor Warwick

### **Others Present:**

- Kyle Lee, Community Development Supervisor
- Lacy Hamby, Planning & Zoning
- Stephen Rose, Code Compliance Official
- Donald Brown, City Attorney
- Mike Cribbs
- Thane Kifer
- Dan Wohnoutka
- Aishwarya Shrestha
- Christopher Lynn
- Evelyn Hale

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

**Approval of Meeting Minutes:** After reviewing the minutes from the meeting on October 13, 2022, Commissioner Little made a motion to approve as presented. Alderman Sagaser seconded the motion. The October minutes were approved.

### **New Business:**

- **Public Hearing ZC-22-08 – Zoning Change Application Fox Field Subdivision:** At 6:02pm, Chairman Neal called the public hearing to order. Kyle Lee approached the Commission. This zoning change request was initiated by staff. Request was brought to the Commission to rezone the Fox Field subdivision from “R-4” to “R-3”. Final plat was

designed for single- and two-family dwellings. Chairman Neal closed the public hearing at 6:06pm.

- **Discussion & Recommendation – ZC-22-08:** Chairman Neal opened the discussion by the Board. Commissioner Kurtz made a motion to recommend approval to the Board of Aldermen for ZC-22-08. Alderman Sagaser seconded. The motion passed.
- **Public Hearing ZC-22-09 Frisco Trails Subdivision Lots 2, 3 and 4:** At 6:08pm, Chairman Neal called the public hearing to order. Thane Kifer approached the Commission. Applicant is requesting to rezone lots 2, 3 and 4 of the Frisco Trails subdivision from “R-4” to “C-2”. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:12pm.
- **Discussion & Recommendation – ZC-22-09:** Chairman Neal opened the discussion by the Board. The Commission discussed the location of the property being a candidate for commercial zoning. Alderman Sagaser made a motion to recommend approval to the Board of Aldermen for ZC-22-09. Commissioner Little seconded. The motion passed.
- **Public Hearing FP-22-02 – Final Plat Application Simon Square Plat 3 Phase 2:** At 6:15pm, Chairman Neal called the public hearing to order. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:16pm.
- **Discussion & Recommendation – FP-22-02:** Chairman Neal started the discussion by asking Kyle Lee to address the Commission. This phase is subdividing the commercial district in the Simon Square development. Kyle verified that the request has been satisfactorily addressed. Staff received all supporting documentation that is required for submittal. Commissioner Little made a motion to recommend approval of the final plat to the Board of Aldermen for FP-22-02. Mayor Warwick seconded. The motion passed.
- **Public Hearing – Adoption of the Active Transportation Plan:** At 6:17pm, Chairman Neal called the public hearing to order. Aishwarya Shrestha, project manager with Southwest Missouri Council of Governments (SMCOG), approached the Commission. Aishwarya went over the planning process and action plan for the Active Transportation Plan. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:40pm.
- **Discussion & Recommendation – Adoption of the Active Transportation Plan:** Chairman Neal opened the discussion by the Board. Aishwarya confirmed that this plan will help the city qualify for grant funding. Commissioner Little, representative on the Transportation Committee, mentioned his support for the Active Transportation Plan. Commissioner Kurtz made a motion to recommend approval of the adoption for the Active Transportation Plan to the Board of Aldermen. Alderman Sagaser seconded. The motion passed.

- **Public Hearing – Zoning Text Amendment Stormwater Drainage Facilities Standards and Design:** At 6:51pm, Chairman Neal called the public hearing to order. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:51pm.
- **Discussion & Recommendation – Stormwater Drainage Facilities Standards and Design:** Chairman Neal opened the discussion by the Board. Commissioners discussed the substantive changes to the stormwater regulations regarding the rational method and stormwater buyouts. Commissioner Kurtz made a motion to recommend approval of the stormwater drainage facilities standards and design with edits from the Chair to the Board of Aldermen. Mayor Warwick seconded. The motion passed.

#### **Old Business:**

- **Discussion – Utility Trailer Parking:** Alderman Sagaser made a motion to table the discussion. Commissioner Little second the motion. The motion passed.
- **Discussion – “MHD” Manufactured Home Development District:** Alderman Sagaser made a motion to table the discussion. Commissioner Little second the motion. The motion passed.

**Community Development Update:** Kyle Lee mentioned the regular meeting date for December would be the 8<sup>th</sup>. Kyle stated that if the commissioners had any questions or wanted staff to address something regarding the tabled discussions prior to the upcoming meeting to reach out.

There were no citizen comments.

Commissioner Kurtz made a motion to adjourn the meeting. Alderman Sagaser seconded the motion. Chairman Neal adjourned the meeting at 7:06pm.