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**Planning & Zoning Commission Meeting Minutes**  
September 14th, 2023 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
- Secretary Evans
- Commissioner Kurtz
- Commissioner Little
- Commissioner Rice
- Alderman Sagaser
- Chairman Neal
- Mayor Warwick

**Others Present:**

- Kyle Lee, Community Development Director
- Donald Brown, City Attorney
- Tyler Lear
- Aishwarya Shrestha

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

**Approval of Meeting Minutes:** After reviewing the minutes from the meeting on August 10, 2023, Commissioner Little made a motion to approve as presented. Alderman Sagaser seconded the motion. The August minutes were approved.

**New Business:**

- **Public Hearing ZC-23-12 Zoning Change Application – Tyler & Dakotah Lear:** At 6:02pm, Chairman Neal called the public hearing to order. Tyler Lear approached the Commission. Applicant is requesting to rezone two acres of the property from “I-1” to “R-4” to build multiple-family duplexes. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:05pm.

- **Discussion & Recommendation – ZC-23-12:** Chairman Neal opened the discussion by the Board. The Commission discussed the location of the property. It is located in an area that has multiple-family dwellings and abuts the Frisco Highline Trail. Commissioner Kurtz made a motion to recommend approval to the Board of Aldermen for ZC-23-12. Secretary Evans seconded. The motion passed.
- **Public Hearing – Adoption of the Transportation Plan:** At 6:12pm, Chairman Neal called the public hearing to order. Aishwarya Shrestha, project manager with Southwest Missouri Council of Governments (SMCOG), approached the Commission. Aishwarya mentioned that the City of Bolivar’s Active Transportation Plan was chosen to receive the 2023 Excellence in Regional Transportation Award from the National Association of Development Organizations (NADO). Aishwarya went over the need, planning process, and action plan for the Transportation Plan. There were no citizens present to speak on the matter. Chairman Neal closed the public hearing at 6:32pm.
- **Discussion & Recommendation – Adoption of the Transportation Plan:** Chairman Neal opened the discussion by the Board. Mayor Warwick made a motion to adopt the resolution that hereby adopts and approves the Transportation Plan. Alderman Sagaser seconded. The motion passed. Chairman Neal read Resolution No. 2023-03 that adopted the Bolivar Transportation Plan.
- **Discussion – Trailer Parking:** Chairman Neal opened the discussion by the Board. Kyle Lee approached the Commission. Commissioners mentioned that they would like to see a change in the regulation. Kyle asked the Commission for direction on draft language. Trailer length and location of parking and storing of trailers were discussed. Mayor Warwick made a motion that staff prepares draft language and set the zoning text amendment for public hearing at the regular October meeting to change the ordinance to allow one trailer of any type to be parked on a paved surface in front of the principal structure. Furthermore, that it is within an acceptable distance from the public roadway as determined by staff. Alderman Sagaser seconded the motion. The motion passed.

**Community Development Update:** Kyle Lee approached the Commission. The Economic Development Partnership (EDP) commissioned a housing study that was funded by the City of Bolivar. The housing study has been completed. Highlights include significant increase of jobs in the area and that unemployment is at least one percent under the United States average. Kyle mentioned the recommendation of smaller lot widths within the study. The housing study also recommended the construction of fifty to seventy-five residential structures per year for the next three to five years.

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 7:14pm.