

P&Z Commission Meeting Minutes for July 8, 2015

***Meeting called to order**

***Roll call – Sign in sheet**

***Approval of Agenda**

***Approval of Meeting Notes**

ATTENDANCE: Sarah Long, Tim Ens, Ryan Ruckel, Tom Eisenhart, Robin Cryts, Karen Panther,
David Alley, Sandy & Darryl Reiss

New Business

- Introduction – Robin Cryts, Alderman from Ward 1; As of 08JUL15 will be alderperson serving on Planning and Zoning Commission
- Permit/Special Requests –None
- Citizen Concern(s)—None
- Review Concrete Bids (Tim)
 - 3 Concrete Bids received for work in Darla Estates (with 2 curb inlets), sidewalk expansion on Highland to Sandra Way, and Harry’s Way-Highland Intersection.
 - S&C – \$30,100 but did not include all requested work, including missing 2 curb inlets; VGP – Approximately \$58,000 but bid is not clear and will require follow-up by Tim Ens regarding type of concrete and cost of curb inlets; Weidel & Sons – Approximately \$30,000 and includes all work, but Tim to clarify type of concrete and pricing as bid not clear.
 - Upon review, recommended Weidel & Sons due to cost comparison with other bids and cost if done internally and type of concrete to be used in high traffic areas. Action Item: Tim to send reference names to Karen for review. Request completion by Monday, July 13th to present to board. If any concerns regarding references, will review further.
- Zoning Ordinance – (Ryan)
 - Current Planning and Zoning Ordinance will annex all new land and classify as residential. Not efficient, recommend review and rewrite of this ordinance. Will need to provide within 7-10 days to Mayor for legal review as annexation of Southwest Business Park/Estates is being reviewed and want to avoid zoning commercial property as residential.
 - Action Item: Sarah to provide rewrite to Ryan within 7-10 days
- Board of Adjustment (Ryan)
 - Per RsMO 89, if Planning and Zoning exist, Board of Adjustment (BOA) must also exist for appeals and reviews. May need to research adding this type of ordinance as well as creating BOA for Winfield. Further research needed
- Posting Meeting Dates on Winfield’s Website
 - Concern regarding Sunshine Law for Open Meetings.
 - Action Item: Karen to provide list of 2015 meeting dates to City Clerk and post on City’s board outside City Hall.

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➤ Committee Reports:

Grants:

- Per Ryan, working with DNR and BRPC for grants for upcoming sewer project. Approximately \$50,000 may be available to assist in studies, reviews for project.

Ordinances:

- Will be review ordinances throughout year

Parks and Planning:

- Reviewed meeting held on June 17, 2015. Question regarding building codes and renewing business licenses each year – Should building be re-inspected each year for safety purposes? Per Tim, updated building codes within last year to more contemporary standards. In past years, not consistent with inspections/codes and using codes from early 1970's. As new business, clean-up from flood occurs, buildings are being inspected. Reminder that inspections can only see what is visible, cannot look behind walls, ceilings, etc.
- Revitalization plan for Downtown-Eastern Winfield. Reviewed possible objectives to complete this. Old Monroe's Comprehensive plan has list of action items – attempt to create something similar for this plan with clear steps to achieve over 7-10 year period.
- Action Item: Sarah to create ranking list by July 15th and supply at City Hall for commissioners to fill out by next meeting.

➤ Additions/Deletions:

- Denise Goetz – Proposed use of pipe supplied by her for culvert near fairgrounds. Through discussion deemed bridge as more acceptable, aesthetically pleasing to eye. Action Item: Denise to provide approximate cost of bridge materials.

Old Business

- Special request: 305 W Elm – Small engine repair service truck
 - Sarah has left voicemail; Tim has spoken with residents regarding property. No action needed.
- Multi-Use Definition
 - A combination of various zoning classifications (mixed use)

Set next meeting date and time Wednesday, August 5th @ 6:30pm