

P&Z Committee

Meeting Minutes for January 7, 2016

*Meeting called to order

*Roll call – Sign in sheet

*Approval of Agenda

*Approval of Meeting Minutes

***Present:** Sarah Long, Karen Panther, Ryan Ruckel, Robin Crytes, Tim Ens, Bev Dickmeyer, Tom Eisenhart, Denise Marshall, Jennifer Coffey & Chris Dickmeyer

***Excused Absences:** Judy Gilbert

***Unexcused Absences:** Sandy & Darryl Reiss, David Alley, Samantha Munie

***Guests:** from OUR LLC: Adam Sherman, Justin Dirks, Myles Keough

Additions / Deletions: (any additions will be added following New Business)

New Business

1. ELECTIONS: **CHAIRPERSON** Sarah Long **SECRETARY** Karen Panther

2. Adam Sherman from OUR, LLC/Winfield City welcome sign
OUR LLC presented the Commission with a booklet that contained information about their organization and various suggestions for City Murals and City Welcome Sign. (Attachment: A)
They will be taking the suggestions that the members of Commission suggested and resubmitting, along with references. There was considerable discussion with the Commission regarding the visibility/locations of murals. In addition, the Commission is tasked with finding a proposed location for the City's Welcome sign (K Panther & J Coffey) to seek permission for an easement. This will require to also seek referral and an ok from the State of Missouri (K Panther).

➤ RESPECT/CONFIDENTIALITY

Sarah reminded the group that we all need to remember to be respectful to our guests and to others in the group and to remember to main confidentiality

- In addition, if you are going to be absent, you need to call Karen Panther at 636-288-8335. If no call is received, you will be marked as an unexcused absent. You will note that the minutes will reflect attendance including unexcused absence.
- Sarah would like to develop a welcome packet that discusses the ABCs of Planning and Zoning. She has found a booklet that would cost approximately \$8 as a download.
Motion: T. Eisenhart 2nd: Jen Coffey Approved
- Sarah mentioned to the Commission that there may be special meetings required in which there is still a lot of work to be done.
- Sarah asked if there was any one that would be interested in moving over to the Board of Adjustments
- Resignations must be done in writing.
- It was learned that Judy Gilbert has sent a letter of resignation due to health. We wish her well.

3. Business Sign Ordinance

Karen mentioned to the group that we need to move forward and put in place a sign ordinance but we need to get something in place about a sign ordinance for historic district. Karen mentioned that Rhonda Caswell's sign along with an antler sign is still up. Several members stated that it had been taken down the week before. **NOTE:** This is not true—the sign is still up (attachment B)

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4. Land Lease

Ryan has tasked Karen Panther and Jen Coffey to seek out information along the Hwy 79 corridor heading north .

5. 5 & 10 year City Plan

Sarah will be inviting business owners from the City in a formal letter to the next P & Z meeting to go over the 2016 plan and to have a survey that asks the top 3 challenges and what gaps do the owners see that is needed to put the City back on track

6. Alleys

Karen asked if there has been any consideration to review the status of old alleys and to revert the alleys back to the prospective land owner nearest the suggested alleys. Ryan Ruckel said that there are things being looked into.

Old Business

1. Fence Ordinance needs to be amended and approved to send to the City Council

Once again, there was considerable discussion about the fencing ordinances/

A proposed amendment to Fence Ordinance 154 was reviewed (attachment c & d)

Motion: Ryan Ruckel 2nd: Robin Cryts Approved

2. ***P & Z membership application – status***

Karen wanted to know if the City Council had approved the P & Z application and guidelines, A P & Z application should be printed and available at City Hall and submissions must be sent to the Mayor for review. If satisfactory, Mayor will bring to the Board for membership approval. It is recommended that interested potential commissioners attend P & Z meetings prior to being approved by the Board.

*Set next meeting date and time – February 3, 2016 @ **6: 30 pm***

Remember to call if you are going to miss a meeting

Adjourn

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