

## P&Z Committee

# Meeting Minutes for May 4, 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 Cryts, Tim Ens, Sandy Reiss,  
Chris Dickmeyer & Chris Sitton (Karen Panther left following approval of agenda & minutes)

**\*Excused Absences:** Jennifer Coffey & Denise Goetz

**\*Unexcused Absences:**

**\*Guests:** William S. Bauer and Rebecca Loeffler

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

## New Business

1. Member Resignation: Samantha Munie
2. May's Meeting: Walk thru of Main Street and East Winfield/Fairgrounds, etc.  
Sarah asked everyone to provide their notes and photos and place them on Dropbox
3. P & Z Work Day: May 14 and 15  
Prior to work day; an anonymous person planted a few flowers in the flower bed. The group agreed that all flowers planted prior to work day should be reused. Robin, Sarah and a city employee to buy all materials need by May 13. Group will meet on Saturday at 9am to begin work...
4. Accessory Buildings and Fee Structure  
Sarah reviewed City's fee structure and suggested amendments and additions. Also reviewed accessory buildings proposed ordinance. Sarah to present to the board at next meeting.
5. Dropbox  
Karen stated that everyone has been sent an invitation to join Dropbox
6. *ADDITIONS* ( Ryan): Tree City USA  
Tree City USA visited with Tim and Ryan regarding possible grant opportunity to essentially map out the trees and create an action plan on how to care for trees.

[illegible]

## Old Business

1. Historic Preservation Commission Presentation  
Set new meeting date – tentative June 2<sup>nd</sup> – many commissioners would not be able to attend, several need to review calendar.
2. Historic District Sign Ordinance (ie. Colors and additional info) (TABLED 4.6.16) Review Historic Preservation ordinance and any amendments to make including sign section *TABLED AGAIN*
3. Winfield Welcome Sign and Land Lease  
Robert Bothe has signed a letter of commitment for a 20x20 sq ft block of property in southeast corner (near the Advanced Cash/Car Dealership). Robin to meet with MODOT regarding permit.
4. Emergency Response Plan  
Chris Sitton reviewed progress. Asked for feedback and handed out copies of emergency plan as-is today
5. Commissioner's action items and review

*Set next meeting date and time – June 1st, 2016 @ 6:30 pm*

Adjourn@ 8:09 pm	Motion Chris Dickmeyer	2 <sup>nd</sup>	Chris Sitton	Y	<b>ALL</b>	N <b>NONE</b>
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