

**PLANNING AND ZONING MEETING
109 E. BROADWAY
ASHLAND, MO. 65010
TUESDAY, SEPTEMBER 26, 2017**

REGULAR MEETING:

Chairman Wren called the meeting to order Tuesday, September 26, 2017 at 7:00 p.m. at 109 E. Broadway, Ashland, Missouri. Commissioners in attendance were Ernie Wren, Fred Klippel, Greg Batson, Alderman Liaison Jeffrey Sapp, Jerrod Bryan, Randy Burhans, Cynthia Wills and Paul Beuselink. Commissioners absent were Nikki Courtney, James Branson and Brad Williamson.

Also present were City Administrator Lyn Woolford and Administrative Assistant Megan Young.

Chairman Wren called for a motion to approve the September 26, 2017 agenda.
Commissioner Bryan made a motion to approve the September 26, 2017 agenda.
Seconded by Commissioner Batson. Motion carried unanimously.

Commissioner Burhans asked the previous minutes be changed to read "Motion made by Commissioner Burhans to approve the conditional use contingent that the city attorney determines that a variance is not needed for a sidewalk, and a variance is obtained from the board of adjustment for the stormwater runoff, if needed."

Chairman Wren called for a motion to approve the Amended previous minutes dated September 12, 2017. Motion was made by Commissioner Bryan to approve the previous minutes dated September 12, 2017. Seconded by Commissioner Wills. Motion carried unanimously.

Public Comments: None.

NEW BUSINESS:

1. Site Plan – Lot 4 of Nichols Court for Hayley Lombard
Chairman Wren said it looks like all conditions have been met. Wes Bolton, from Allstate Consultants, stood and said they reviewed the plan and had 2 caveats, stormwater drain easement and a deed of future homeowners that this is private utilities. Commissioner Beuselink asked about private utilities. There was discussion between Commissioner Beuselink, Surveyor C. Stephen Heying (representing property owner) and Mr. Bolton on public line vs private line. Commissioner Wills commented on Allstate Consultants notes regarding landscaping. She asked about additional landscaping. Mr. Heying said they had no planned plantings. Mr. Bolton stated there was no required plantings in the city ordinances. Commissioner Bryan asked Mr. Woolford if the city was okay with the agreement on the

developer putting in drainage easements? Mr. Woolford stated yes, we would make that part of the approval. Commissioner Beuselinck asked about ingress and egress into the property and the easement on stormwater? He asked about tenants driving across to the other property. Mr. Nichols stated he owned all the property and there would not be a problem.

Motion made by Commissioner Bryan to approve the development plan for Lot 4 of Nichols Court with considerations that the drainage easements will be required on the swales on Lots 1 & 2 to ensure the swales remain in place and the City will accept private utilities but will require an agreement between the lot owner and the City stating the lot owner will be responsible for maintenance of these utilities as suggested by Allstate Consultants. Seconded by Commissioner Klippel. Chairman Wren called for a vote. Commissioner Batson-aye, Commissioner Burhans-aye, Commissioner Beuselinck-abstained, Commissioner Wills-aye, Commissioner Klippel-aye, Commissioner Bryan-aye. Motion carried.

2. Cartwright Business & Technology Park Final Major Subdivision Plat

Andy Greene with Crockett Engineering stood to answer any questions on the Final Plat, Phase 2, which includes the re-plat of 15 to 16 different lots. They are also requesting approval for the construction plans. Commissioner Bryan had a question regarding the September 21 letter from Allstate Consultants asking about the drainage easement. Mr. Greene stated the plans were revised today. Commissioner Bryan asked if this has been cleared up? Mr. Bolton stated yes. Commissioner Bryan asked if it was the same for sheet 4? Mr. Bolton stated, yes it has been addressed as well. Mr. Woolford suggested one condition, that the end of Baldrige Ave. and Strategic Planning Dr. have turnarounds. Mr. Woolford said there has been discussion with the Fire Dept. having room to turn around at the end of those streets. Mr. Greene stated Columbia has 38 ft turnarounds vs the 48 ft the Fire Dept. is asking for. Mr. Greene said they have changed the Construction Plan to 48 ft. Motion made by Commissioner Klippel to approve the Cartwright Business & Technology Park Final Major Subdivision Plat and let them proceed. Seconded by Commissioner Wills. Motion carried unanimously.

3. Cartwright Business & Technology Park Phase 2 Construction Plans

Mr. Woolford and Mr. Bolton said there were no concerns by the City. Commissioner Beuselinck made a motion to approve the Cartwright Business & Technology Park Phase 2 Construction Plans. Seconded by Commissioner Bryan. Motion carried unanimously.

OLD BUSINESS: None.

DISCUSSION: None.

City Administrator's Report:

City Administrator Lyn Woolford presented the commission with the progress of training. He asked that they review Chapters 6, 9 & 11 of the city code. He stated Chapter 12 will be reviewed at a later time because it is so large. Mr. Woolford stated a webinar has been scheduled for the October meeting and the commissioners can have discussion on that.

Commissioners' Report:

Commissioner Beuselinck commented on his abstention on a vote. He said he was not here for any discussion and that's why he abstained.

Commissioner Wills commented that we all want what's best for the city and we should add more to the ordinances for landscaping and play/family areas in the city. Chairman Wren said that is something that needs to go before the Board of Aldermen. Commissioner Bryan stated Columbia has requirements for that, so we would need to add that to the ordinances. Mr. Woolford said Chapter 6, Section 2.4, states the commissioners can make a request for development of the city. Commissioner Beuselinck commented he had heard from an engineer in Columbia that they do the minimum required for city ordinances. Commissioner Bryan stated if an ordinance is made, it is required. Chairman Wren asked if Commissioner Wills wanted to add that to the October agenda? Mr. Woolford said after the 1st of the year the city Comprehensive Plan will be reviewed.

Commissioner Klippel stated these are the best plans he has seen come across the table, and gave thanks to Mr. Bolton for such good reviewing.

Chairman Wren stated after the last P & Z meeting, he gave a lot of thought about the Roberts' Rules of Order. He wants to find a good fit or balance for the P & Z Commission. He said everyone really needs to raise their hand and give their name so we can get everyone's comments. He is open to making the process better and easier. He thanked them for their support.

Chairman Wren called for a motion to adjourn, September 26, 2017, Planning and Zoning Meeting. Commissioner Klippel made a motion to adjourn, September 26, 2017, Planning and Zoning Meeting. Seconded by Commissioner Bryan. Motion carried.

Minutes prepared by Megan Young