

**PLANNING AND ZONING COMMISSION MINUTES
SEPTEMBER 20, 2022**

The Planning and Zoning Commission met on Tuesday, September 20, 2022 at 5:15 p.m. in the Council Chambers in City Hall, 18 East 4th Street, Fulton, Missouri. Joan Berry Morris, Chair of the Commission, called the meeting to order at 5:15 p.m. Roll call was noted by the Deputy City Clerk, and the members present were: Brooke Bartlett, Lewis Beaty, Les Hudson, Ken McSwain, Joan Berry Morris, Ron Oldani, and Jeremy Washington. Absent was member Michael Eibel. Also present were Mike West, Council Liaison; Dennis Houchins, Planning and Protective Services Director; Laure Long, Deputy City Clerk; Kyle Bruemmer, City Engineer; Michael Shine, Public Information Officer; and Scott Hanson via videoconferencing.

COMMENTS FROM VISITORS:

There were none.

APPROVAL OF MINUTES:

Motion was offered by Les Hudson and seconded by Ken McSwain to approve the September 7, 2022 minutes as presented. Motion carried with seven members of the commission voting in favor, and one member (Eibel) absent.

ELECTION OF OFFICERS:

Commission Chair, Joan Berry Morris opened the floor for nominations for the position of Commission Chair.

Ron Oldani and Ken McSwain nominated Joan Berry Morris as Chair.

Motion was offered by Les Hudson and seconded by Ken McSwain to close nominations. Motion carried with seven members of the commission voting in favor, one member (Eibel) absent, and Joan Berry Morris was elected Chair by acclamation.

Commission Chair Morris opened the floor for nominations for the position of Secretary.

Les Hudson nominated Ron Oldani as Secretary.

Motion was offered by Ken McSwain and seconded by Les Hudson to close nominations. Motion carried with seven members of the commission voting in favor, one member (Eibel) absent, and Ron Oldani was elected Secretary by acclamation.

SUBDIVISION DISCUSSION AND RECOMMENDATION:

Scott Hanson (via videoconferencing) provided an overview of revised Chapter 102 Subdivisions. Hanson referred to the City of Fulton Land Subdivision Process handout and overviewed and explained each step. Step 1 entails the preliminary plat process, step 2, Improvement Plans, and step 3, Final Plat.

After the review, discussion was had among the commission. Ron Oldani referenced page 5, item D, P&Z review. Oldani would like to see the 60 day Planning and Zoning Commission preliminary plat review time shortened to 30 days. He feels the extra time could discourage developers and potentially hurt future developments.

Scott Hanson explained 60 days was chosen as a standard best practice and that it allows for delays, holidays, or staff absences.

Kyle Bruemmer said it doesn't take his department very long to review everything as long as staff is present, and feels a 30 day period is sufficient.

After much discussion, motion was offered by Ron Oldani and seconded by Jeremy Washington to change the Planning and Zoning Commission preliminary plat review time, to not to exceed 45 days from the date of filing rather than 60 days. Motion carried with seven members of the commission voting in favor, and one member (Eibel) absent.

Ron Oldani referenced page 19, item A. The commission expressed confusion on the meaning of the final sentence in the paragraph. After much discussion, motion was offered by Joan Berry Morris and seconded by Ron Oldani to eliminate the last sentence "In no case shall land be subdivided in such a manner that adjoining property be denied access" under item A. Motion carried with seven members of the commission voting in favor, and one member (Eibel) absent.

Joan Berry Morris left the meeting at 6:08 p.m.

Ron Oldani referenced Two-Way Both Side Parking in Table A on page 20. Oldani thinks 36 feet is too wide and that 30 feet is plenty of space for the minimum road width.

Kyle Bruemmer explained that 36 feet was suggested for 10 feet for each lane and 8 feet for each side of parking.

Motion was offered by Ron Oldani to change the Two-Way Both Side Parking Minimum Road Pavement Width from 36 feet to 30 feet.

Kyle Bruemmer said he looked at the standards and guidelines of engineering and thinks 32 feet would be acceptable.

Oldani expressed concern with the streets being too wide for snow plows to effectively do their job. Oldani also thinks people will drive faster with wider streets.

Brooke Bartlett expressed concern with lowering the width and streets being too narrow, and feels it could create a safety issue.

After much discussion, Ron Oldani amended his motion to change the Two-Way Both Side Parking Minimum Road Pavement Width from 36 feet to 32 feet. Motion was seconded by Ken McSwain and motion carried with five members of the commission voting in favor, one member opposed (Oldani), and two members (Eibel and Morris) absent.

Motion was offered by Ron Oldani and seconded by Ken McSwain to change the Two-Way Both Side Parking Minimum Right-of-Way Width from 58 feet to 54 feet. Motion carried with six members of the commission voting in favor, and two members (Eibel and Morris) absent.

Motion was offered by Les Hudson and seconded by Ken McSwain to recommend passage of the proposed changes to Chapter 102 Subdivisions by the City Council. Motion carried with six members of the commission voting in favor, and two members (Eibel and Morris) absent.

ANNEXATION PROCEDURES DISCUSSION AND RECOMMENDATION:

Dennis Houchins explained after confirming with Tom Riley, Attorney, and Courtney Doyle, Assistant Deputy Director of Administration/City Clerk, no changes can be made and the city has to follow Section 120-11 Zoning Classification Following Annexation per State Statute.

Motion was offered by Ken McSwain and seconded by Jeremy Washington to recommend passage of Section 120-11 Zoning Classification Following Annexation by the City Council. Motion carried with six members of the commission voting in favor, and two members (Eibel and Morris) absent.

OTHER BUSINESS:

The next Planning and Zoning Commission public hearing and meeting is scheduled for October 12, 2022.

ADJOURNMENT:

Motion to adjourn was offered by Ken McSwain and seconded by Les Hudson, and the meeting adjourned at 6:31 p.m.

Laure Long
Deputy City Clerk