

City of Duquesne, MO
Planning & Zoning Commission
Meeting Minutes (DRAFT)
August 7th, 2017; 7:00 P.M.

Meeting called to order at 07:00 P.M. by President Ray Brown

In Attendance:

Ray Brown, President (2018)
Val Carter, Vice President (2017)
Chris Ellsworth, Board of Aldermen Representative (2018)
Mickey Sherman (2019)
Gary Jackson (2017)
Tom Johnston (2019)
Steven Williams, Secretary (2018)

Absent:

None

Approve Agenda:

President Ray Brown stated that "Minor Sub-Division Application for Clarence Garman 3801 E. 7th St, Duquesne, MO" will be added to the agenda after the public hearing.

Tom Johnston made a motion to approve the agenda as amended and was seconded by Chris Ellsworth.

Ayes: Carter, Ellsworth, Sherman, Jackson, Johnston, Williams **Nays:** None

The Motion Passed.

Public Hearing:

Public Hearing was called to order at 7:02 P.M. by President Ray Brown.

Proposed Ordinance amending Title IV: Land Use, Chapter 420: Subdivision Regulations, by adding new Sub-section F. Engineering Costs, to require application for a lot split, minor subdivision or lot consolidation to pay all engineering costs incurred by the city in approval process.

Brandi Miller (Duquesne, MO City Clerk): Brandi stated that all lot splits, lot consolidations, and minor subdivisions are required to be reported to the Planning and Zoning Commission by the city engineer (Allgeier Martin) or the City Clerk, and after she is not inclined she has been going to the city engineer, Allgeier Martin for a second opinion. The new ordinance will now require Brandi to report to the Mayor or his/her designee to be reviewed and he/her will determine if the application will need to be sent to the city engineer. The new ordinance will also state that if the city engineer has to be involved in the process that any cost that is billed to the city must be reimbursed by the applicant.

Mickey Sherman inquired why the city council members are not involved in this process. Brandi Miller stated that, that would be a question for city attorney Mike Talley, but her understanding is that lot split, minor subdivision or lot consolidation applications do not have to be seen by city council.

Mayor Gary Heilbrun stated that the city council has never been involved in these types of applications in the past.

Public Comments:

Rick Gamboa (4005 E. 20th St): Inquired if the applications will say that applicants will have to pay the costs that are accrued by the city if any. Brandi Miller stated that the applications will need to be updated to say that. The city currently has an application for these types of requests but they do not say that at this time.

Tom Johnston inquired that if an applicant put in for a lot split, minor subdivision or lot consolidation and then found out that the city engineer would need to be involved and that that would require reimbursement if he would have the right to revoke his application. Brandi Miller stated yes, there would be communication between the city and the applicant.

No other Public Comments

Public hearing was closed at 7:08 P.M. by President Ray Brown.

Commission comments:

None.

Tom Johnston made a motion to send a recommendation to the city council to pass the proposed ordinance as written and was seconded by Val Carter.

Ayes: Carter, Ellsworth, Jackson, Johnston, Williams **Nays:** Sherman

The Motion Passed.

Minor Sub-Division Application for Clarence Garman 3801 E. 7th St, Duquesne, MO:

Brandi Miller (Duquesne, MO City Clerk): Addressed the Commission on the application that she received on August 7th, 2017. The commission advised that at this time there is nothing to vote on, so at this time there will be no action taken.

July Meeting Minutes:

Tom Johnston made a motion to approve the July Meeting Minutes and was seconded by Chris Ellsworth.

Ayes: Carter, Ellsworth, Sherman, Jackson, Johnston, Williams **Nays:** None

The Motion Passed.

Accessory Building Issue:

Val Carter addressed the Commission with a proposed ordinance for accessory buildings.

Tom Johnston made a motion to send the proposed ordinance to city council to be reviewed and then sent to city attorney Mike Talley and was seconded by Val Carter.

Ayes: Carter, Ellsworth, Sherman, Jackson, Johnston, Williams **Nays:** None

The Motion Passed.

Setback Variance Request (ABC Supply 3632 E. 20th St):

Mark Miller (Liberty Roofing and Construction, Carl Junction, MO): Addressed the commission of the project at ABC Supply. Mark stated that the plan at this point is to build a wall to hold the gravel used to form a fenced in product storage yard. The wall will also slow the release of water that will leave the new project area. ABC Supply is asking for a variance to build said product storage yard in right of way for E. 20th St.

Rick Gamboa (4005 E. 20th St): Inquired if the water would exit onto the property to the east. Rick stated that by city code the owners are just required to keep water runoff from exiting the property at a higher rate than it would have if they wouldn't have built the product storage area.

Val Carter inquired if the wall would hold the water in the gravel until it would be able to slowly release into another location. Mark stated yes.

Chris Ellsworth stated the engineered drawings are in front of the city engineers (Allgeier Martin) at this time but they have not been able to review it yet. So any decision that the commission was to make will need to be contingent on approval from the city engineer (Allgeier Martin).

Tom Johnston inquired if the wall would be built first before the fence was put up. Mark stated yes, the wall will be built and the pipes for water to exit the site will be put in, then the gravel will be moved where it will need to go then the fence will be put up.

Chris Ellsworth made a motion to recommend the temporary variance contingent on the approval of the storm water plan by the city engineer (Allgeier Martin), the retaining wall going up as agreed, and with an expiration date of December 31st, 2020 or the widening of E. 20th St whichever comes first to the city council, and was seconded by Val Carter.

Ayes: Carter, Ellsworth, Sherman, Jackson, Johnston, Williams **Nays:** None

The Motion Passed.

Public Comments:

None

Schedule Next Meeting Date and Time:
September 7th, 2017 at 7:00 P.M.

Adjourn:

Chris Ellsworth made a motion to adjourn and was seconded by Val Carter.

Ayes: Carter, Ellsworth, Sherman, Jackson, Johnston, Williams **Nays:** None
The Motion Passed.

The Planning and Zoning Commission meeting concluded at 8:22 P.M.

DRAFT MEETING MINUTES