

MINUTES
Regular Meeting
Cameron Missouri Planning & Zoning Commission
May 12, 2014

Item 1: Call to Order

Chairman O'Donnell called the meeting to order at 6:05pm.

Commissioners Present:

Chairman Michael O'Donnell
Tom Hamlet
Stan Hendrix
George Pratt
Edward Schmidt

Commissioners Absent:

Mark Garges
Delvin Jackson

Others Present:

Clyde Han
Drew Bontrager – Public Works Director

Skip Kincaid – Davey Resource Group
Chris Johnson – Cameron Newspaper

Item 2: Approval of Minutes

April 14, 2014 Minutes

Chairman O'Donnell entertained a motion to approve the minutes of the April 14, 2014 meeting. Motion made by Mr. Hamlet to approve the minutes of the April 14, 2014 meeting; seconded by Mr. Schmidt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Item 3: Public Participation

Citizen Input

Mr. Han reported that no letters or emails were received during the month of April.

Item 4: Unfinished Business

A: Tree Ordinance – Public Hearing

Chairman O'Donnell entertained a motion to enter Public Hearing. Motion made by Mr. Pratt to enter Public Hearing; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Public Hearing

Skip Kincaid with Davey Resource Group was present to discuss the proposed tree ordinance. The City of Cameron received a grant from the Missouri Department of Conservation. Through the grant, the City was able to hire Mr. Kincaid who has been instrumental in revising the tree ordinance. The City was also able to catalog all of the public trees in the City.

The Tree Ordinance was revised to update it to standards and also added new language. By updating and approving the ordinance, Cameron will be able to qualify for a Tree City USA. This is a recognition program and will show that Cameron manages our trees in an appropriate way.

Adopting the Tree Ordinance will also allow Cameron to apply and hopefully be successful in receiving future grants.

Mr. Kincaid stated that with the revised ordinance, private property owners would need to receive a permit from the City to remove trees that could possibly damage electrical lines.

The ordinance would also require the replanting of public trees that have been removed due to development or death.

Mr. Hamlet asked how issues are handled between land owners when tree branches stretch over boundary lines.

Mr. Han stated that this would be a civil matter between the property owners and would need to be settled between them.

Mr. Kincaid stated that the City can intervene if necessary to "keep the peace." The language in the ordinance allows for the City's rights to manage public trees by pruning.

The City will have the right to prune both public and private trees that hinder traffic, sidewalks and electrical lines.

There will also be a "Tree Specifications Manual" which will include specifications for tree trimming and maintenance. This will be a companion document to the Tree Ordinance.

Mr. Pratt asked who the ordinance would be driven by.

Mr. Kincaid stated that the Tree Board will be responsible for keeping the ordinance up to date; however, the City and Public Works Department would be responsible for making sure the ordinance is being followed.

Chairman O'Donnell stated that this gives the City and property owners the ability to manage their trees.

Mr. Bontrager stated that the electric and water department have reviewed the proposed ordinance and are ok with it.

Mr. Kincaid stated that there would also need to be a Tree Board which will be a subcommittee of the Planning & Zoning Commission. Other citizens can be added to the Tree Board if necessary.

The Tree Board would assist with grant applications, help with Arbor Day activities and review the ordinance and recommend updates if necessary.

Chairman O'Donnell expressed concern by having the Tree Board a subcommittee of Planning & Zoning and would like to explore options of recruiting other members to make up the Board.

Mr. Bontrager stated that the Tree Board only needs to meet four times a year at a minimum. The Board would only be used if there was a concern or a change to the specifications in the Ordinance or manual.

Mr. Kincaid stated that the meeting does not need to be long. The City only needs to be able to show that the Tree Board met. Placing the Tree Board on the agenda four times a year would satisfy the requirement.

Chairman O'Donnell stated that when the Planning & Zoning Board reviews subdivision plats, there needs to be attention paid to the caring of trees and replacing them if they are removed.

Chairman O'Donnell stated that as soon as the Public Hearing is closed, the content in the Ordinance must stay the same. If a paragraph is added or changed, the public hearing would need to be reopened.

Chairman O'Donnell entertained a motion to leave Public Hearing. Motion made by Mr. Hamlet to leave Public Hearing; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Leave Public Hearing

Mr. Hamlet made a motion to allow City staff to proceed with the Tree Ordinance; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

The final draft of the Tree Ordinance will be presented to the Board in June.

B: Tether Ordinance – Public Hearing

Chairman O'Donnell entertained a motion to enter Public Hearing. Motion made by Mr. Hendrix to enter Public Hearing; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Public Hearing

Mr. Han represented the Tether Ordinance to the Board. A committee was formed to review a request for a tether ordinance for public safety. Public education was a main point when developing the ordinance. Citizens will have six months to comply with the ordinance after it goes into effect.

Mr. Han stated that the only change was some renumbering.

The Board suggested the fixing of a few other numbering issues and small changes were made to clean and clear up the ordinance.

Chairman O'Donnell entertained a motion to leave Public Hearing. Motion made by Mr. Hendrix to leave Public Hearing; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Leave Public Hearing

Mr. Hamlet made a motion to recommend to City Council the approval of the Tether Ordinance with the discussed revisions; seconded by Mr. Schmidt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

C: Comprehensive Plan Workshop

Chairman O'Donnell stated that he has asked the Economic Development Committee and the Park Board for a list of long range plans to include in the Comprehensive Plan update. Nothing has been received as of the meeting.

During previous meetings and numerous discussions, the zoning district revisions have been mapped out and will be included in the revision.

The proposed road plans at Bob F. Griffin Road and Hwy 36, I-35 and the west entrance of Hwy 36 have also been discussed with business and land owners. Chairman O'Donnell and the Board feel that there was great feedback from business and land owners and with help with Michael Rinehart from MODot, a plan has been developed which will also be included in the revision.

The proposed highway improvements at Bob F. Griffin Road & Hwy 36 include the Diverging Diamond, ramp extensions and widening of the on and off ramps and a Fly-over to be completed in the future.

Chairman O'Donnell stated that the Chung's attended the MOKAN meeting which was held in April. The improvements at Bob F. Griffin and Hwy 36 were discussed and written down on MOKAN's list.

The Bridge project at Hwy 36 and A Highway was also written down.

Chairman O'Donnell stated that road revisions to the west entrance of Hwy 36, reconfiguring and extending, is already in the Comprehensive Plan; however, it needs to be included in the Public Hearing.

Chairman O'Donnell also stated that the Chung's have shown interest in creating a transportation district.

Chairman O'Donnell encouraged them to get together with the other business owners to see if a transportation district is something they would like to pursue. The City Manager and Terry Rumrary, EDOC director, are willing to provide more information and help with the paperwork if needed.

Mr. Han stated that MODot has also offered their assistance in creating a transportation district if asked.

Chairman O'Donnell stated that the Comprehensive Plan is ready to be presented to the community and move to City Council for approval.

MODot's maps need to be incorporated into the plan along with plans to permit temporary uses in areas for temporary homes in case of a natural disaster.

A Public Hearing will be held in August.

Mr. Han will leave the Comprehensive Plan on the agenda for June.

Item 5: New Business

A: Commissioner's Terms

Mr. Schmidt and Mr. Hendrix's terms are up in June. Mr. Han asked if they were willing to continue to serve on the Board.

Both commissioners expressed their interest to continue to serve.

Mr. Pratt moved to submit Mr. Schmidt and Mr. Pratt's names to Council for approval to serve on the Planning & Zoning Commission for another four years; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Item 6: Future

A: Field Crops & Subdivision Notification

Mr. Han reported that the field crops revision and subdivision notification change passed readings by Council.

B: Multiple Dogs

Mr. Han stated that there will be a request for a conditional use permit on multiple dogs in June.

Item 7: Miscellaneous/ Updates

None

Item 8: Adjourn

Chairman O'Donnell entertained a motion to adjourn. Motion made by Mr. Hamlet to adjourn; seconded by Mr. Hendrix. On voice vote the motion carries as follows: ayes— 5, nays— 0, abstentions— 0, absent — 2.

Meeting adjourned at 7:30 pm.

Next scheduled meeting of the Cameron Planning and Zoning is June 9, 2014.

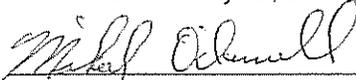
Minutes submitted by:

Chris O'Donnell

Secretary Recorder

Cameron, MO 64429

Minutes of the May 12, 2014 Cameron Planning and Zoning Commission approved on July 14, 2014



Chairman Michael O'Donnell