

MINUTES
Regular Meeting
Cameron Missouri Planning & Zoning Commission
January 13, 2014

Item 1: Call to Order

Chairman O'Donnell called the meeting to order at 6:03pm.

Commissioners Present:

Chairman Michael O'Donnell	Edward Schmidt
Mark Garges	George Pratt
Tom Hamlet	Delvin Jackson
Stan Hendrix – left at 7:10pm	

Commissioners Absent:

None

Others Present:

Clyde Han	Chris Johnson – Cameron Newspaper
Mark Gaugh	

Item 2: Approval of Minutes

December 9, 2013 Minutes

Chairman O'Donnell entertained a motion to approve the minutes of the December 9, 2013 meeting. Motion made by Mr. Schmidt to approve the minutes of the December 9, 2013 meeting; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 7, nays – 0, abstentions – 0, absent – 0.

Item 3: Public Participation

Citizen Input

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

Item 4: Unfinished Business

A: Subdivision Code

During previous meetings, there has been discussion about the requirements for notification when a new subdivision is brought before the Board. Currently, there is no mention of a notification in the ordinance. In the amendments of Article 32, it mentions notifying neighbors of a zoning change and includes rules for posting and letter requirements.

Mr. Hamlet expressed his thoughts by saying that anyone impacted by a zoning/variance change should be notified by a letter at the beginning of the project so everyone has a chance to state their concerns before a decision is made.

Mr. Han stated that anyone can bring a subdivision idea/plat before the Board for review and approval.

Mr. Hamlet stated that he is more concerned about notifying the parties involved when a variance is involved. If there are no requested variances, notification would not be necessary.

Mr. Hamlet would like to give everyone a chance to voice their opinions and issues with a project prior to review and final approval. That way, the problems are not brought to the Board in the middle or end of the approval process or drawn out over a long period of time.

Mr. Han stated that if the subdivision code is changed to add a required notification to individuals in the area, the City would either need to absorb the cost of notification and publication or attach an upfront fee for a subdivision review.

Mr. Han suggested adding a sentence to the subdivision code which says the zoning officer will place a "zoning action pending" sign on the property at the very beginning of the process so everyone is notified and aware that some action is in process.

This way, the public will have time to voice their opinions and attend meetings if desired.

Mr. Pratt asked how many days prior to the meeting would the sign be posted.

Mr. Han stated that the signs are usually posted ten days prior to the meeting.

Chairman O'Donnell stated that Board of Adjustments Article 28 addresses signage requirements.

Chairman O'Donnell recommends putting this verbiage in the subdivision code.

Mr. Han will put the requested change into ordinance form and bring it to the February meeting.

A Public Hearing will be held for the requested change at the February meeting.

B: Conflicting Language in Code

At the December meeting, the Board discussed section J, Field Crops, Article 14-2 should have been removed from R-2, Two Family Residential District when the zoning ordinance was modified in May 2011.

Chairman O'Donnell stated that the way the ordinance reads now, individuals can grow plants in a greenhouse but not sell them on the property.

Mr. Han stated that his interpretation of the ordinance is that individuals can grow things for personal use but cannot sell them out of their back yard. The commercial aspect is removed. Mr. Han recommends removing item J completely.

Chairman O'Donnell stated that this was just an oversight in May 2011 when the article was reorganized and that field crops should have been removed.

Mr. Hendrix stated that the items in section J are commercial items and asked if commercial activities should still exist or to completely remove item J.

After discussion, the Board determined that the items in J need to be moved into K, conditional use.

Mr. Han will draft a new ordinance and bring it back to the February meeting.

It has also been discovered that there is a missing definition for *professional office* in Article 4 of the zoning ordinance.

Chairman O'Donnell looked at Columbia's code and definition of professional office. They list the specific professions under professional or business use.

Chairman O'Donnell stated that there should be a definition for professional office and added to commercial districts. If the Board would also like to add this definition to residential districts it would be a CUP.

The Board would like to spend more time coming up with a definition and adding it into the appropriate articles.

Chairman O'Donnell and Mr. Han will work on a definition. Discussions will continue at a later date.

C: Comprehensive Plan Workshop

Chairman O'Donnell contacted Mr. Rinehart with MODot and provided him with the December minutes which included the discussion on the Hwy 36, I-35 and Bob F. Griffin Road exchange. The steps the Board came up with for future development were also included.

The week of January 6th, MODot had a special meeting to discuss road improvements for Cameron and the areas designated for improvement.

Chairman O'Donnell asked MODot to bring the proposal back to the Board to review the results. As of the time of the meeting, the results were not received.

Chairman O'Donnell stated that when the results are received, he would like to invite the property owners back to a meeting to discuss the proposals.

If the results are received in time for the February meeting, a meeting will be coordinated with the property owners and Michael Rinehart.

Zoning Districts

The Board has been discussing adding additional zoning districts both inside and outside the City limits to prepare for growth and development in Cameron. The Board will not be changing current zoning areas but may add some to the Comprehensive if they feel it is necessary. Zoning districts of discussion include; airport, reservoir, parks, detention institution, heavy industrial, short term emergency housing and RV parks to name a few.

After the Comprehensive Plan is updated with the zoning districts, the City will let the Grand River Township know of the plans. This way, they will know what Cameron plans to do for future development.

The Board would like to add three districts to the Comprehensive Plan:

1. Reservoir
2. Airport
3. Provision for short-term housing

The Board also wants to make sure and keep detention institutions in the update.

Reservoir: After discussion, the Board wants to include everything around the reservoir in the reservoir district. They suggested including ½ mile around the reservoir in the new zoning area. Mr. Han marked the area on the *working zoning map*.

Airport: Mr. Han discussed height requirements and flight paths. Areas were drawn out on the *working zoning map* to address the flight areas – up to a mile radius. The Board discussed zoning the areas as agricultural or commercial.

Detention Institutions: The original *Future Land Use Plan* in December 1999 zoned the area as commercial-institutional. The Board would like to keep the current classification.

Mr. Han will place the designated areas on a smaller map and provide a copy to the Board.

Item 5: New Business

None

Item 6: Future

None

Item 7: Miscellaneous/Updates

Board of Adjustments

The Board of Adjustments will have a meeting on January 15, 2014 to review applicants and vote on a new Board member.

Item 8: Adjourn

Chairman O'Donnell entertained a motion to adjourn. Motion made by Mr. Hamlet to adjourn; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 6, nays – 0, abstentions – 0, absent – 1.

Meeting adjourned at 8:15 pm.

Next scheduled meeting of the Cameron Planning and Zoning is February 10, 2014.

Minutes submitted by:

*Chris O'Donnell
Secretary Recorder
Cameron, MO 64429*

Minutes of the January 13, 2014 Cameron Planning and Zoning Commission approved on March 10, 2014



Chairman Michael O'Donnell