

MINUTES  
Regular Meeting  
Cameron Missouri Planning & Zoning Commission  
September 14, 2015

**Item 1: Call to Order**

Chairman O'Donnell called the meeting to order at 6:00pm.

**Commissioners Present:**

Chairman Michael O'Donnell  
Mark Garges  
Tom Hamlet  
Stan Hendrix

**Commissioners Absent:**

Delvin Jackson  
George Pratt

**Others Present:**

Tim Hamilton

Chris Johnson – Cameron Newspaper

*Chairman O'Donnell entertained a motion to amend the agenda to include Item B under New Business for a Commercial Site Plan review for Clinco. Motion made by Mr. Garges to amend the agenda and include the Clinco Site Plan Review as Item B; seconded by Mr. Hendrix. On voice vote the motion carries as follows: ayes – 4, nays – 0, abstentions – 0, absent – 2.*

**Item 2: Approval of Minutes**

**August 10, 2015 Minutes**

*Chairman O'Donnell entertained a motion to approve the minutes of the August 10, 2015 meeting. Motion made by Mr. Garges to approve the minutes of the August 10, 2015 meeting; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 4, nays – 0, abstentions – 0, absent – 2.*

**Item 3: Public Participation**

None

**Item 4: New Business**

**A: Commission Member Prospect**

Larry Rader has applied to be appointed to the open position on the Planning and Zoning or Board of Adjustments Board. Mr. Rader was formally a planning and zoning commissioner in the City of Hamilton from 1996-2001.

Chairman O'Donnell suggested that Mr. Rader be a *float*/alternate commissioner on both Boards so Mr. Rader can be utilized as needed.

Chairman O'Donnell would like Mr. Rader to attend all Planning and Zoning meetings and Board of Adjustment meetings if appointed as an alternate commissioner so he knows what is going on at all times.

Appointing Mr. Rader as an alternate member will not fill the empty seat but will allow him to serve as needed.

A focus should still be placed on looking for another member to serve on either Board or as an alternate.

Mr. Hendrix expressed a concern about appointing Mr. Rader as an alternate commissioner for the two Boards and would like to fill the vacancy on Planning and Zoning.

Mr. Garges stated that he would like to do what is best for both Boards.

Chairman O'Donnell stated that he would like to fill both Boards; however, he also wants to fulfill the needs of the public.

Mr. Hendrix stated that he does not like the idea of having an alternate because they are not allowed to have input or decision making but are required to attend all meetings and have the responsibility to make a decision if the entire Board is not present.

The Board discussed their options and stated that if the Board was not full during a meeting, the alternate member would be participating in the discussion. The alternate member would only not participate if the full Board was in attendance.

Chairman O'Donnell reiterated that the empty positions on both Boards need to be filled as soon as possible.

*Mr. Garges made a motion to recommend Mr. Rader to City Council as an alternate member to both Planning and Zoning and Board of Adjustments; seconded by Mr. Hendrix. On voice vote the motion carries as follows: ayes – 4, nays – 0, abstentions – 0, absent – 2.*

#### **B: Commercial Site Plan Review – Additional Building at Clinco**

Clinco has made a request to build another facility for recycling at their current location. The new facility will be 30'x40' and will be located approximately 20' to the south of the current pavement. The site is currently zoned M-1 and meets all setback requirements.

If a drainage study is not required, a letter must be received from the engineer stating so. A building permit will also be required before any construction can begin.

Chairman O'Donnell asked if there would be a concrete drive in front of the new building.

Tom Clemens, Clinco representative, stated that there would be a 70'x70' concrete pad.

Chairman O'Donnell asked if gravel would be placed between the existing building and the new building.

Mr. Clemens stated that there will probably be a small area of grass between the two buildings.

Mr. Clemens stated that they should hear back from the engineer within the next week on storm water.

Chairman O'Donnell stated that before construction begins, the storm water plan will need to be reviewed by City Staff if required.

*Mr. Hamlet made a motion to approve the site plan for the construction of a recycling center at Clinco; seconded by Mr. Garges. On voice vote the motion carries as follows: ayes – 4, nays – 0, abstentions – 0, absent – 2.*

#### **Item 5: Old Business**

**A: Public Hearing – Article 23, Section 7-A-4 Sign Regulation for Non-Residential Uses**

~ Public Hearing Continued ~

During the August meeting, the Board asked Mr. Hamilton to prepare an aerial map of the First Baptist Church to help explain the current requirement for signage of non-residential uses in a residential district. With the current regulations, the First Baptist Church is allowed only one building sign that is 6 sq. ft. and one freestanding sign 20 sq. ft. There is currently no setback for the freestanding sign.

Mr. Hamilton recommended that the signage ordinance be amended to read "50 square feet maximum total signage per legal lot of record. All future lots created must meet the dimensional requirements of the residential district they are located prior to issuance of a permit."

Mr. Hamilton stated that the assumption was a free standing sign would always have two sign faces.

Chairman O'Donnell wanted to clarify that per legal lot, there owner could potentially have one 10'x5' and a combination of signs to equal a total of 50 sq. ft.

Mr. Hamilton stated that per legal lot, the limit would be any combination of signs that did not exceed the 50 sq. ft. maximum.

Chairman O'Donnell asked what defined a lot.

Mr. Hamilton stated that the zoning regulations define a lot as anything located within a property line. Lots listed in property descriptions as *Lot 1, Lot 2 and Lot 3* do not physically exist on the ground and are only used for surveying purposes. Since the Baptist Church has a separate lot listed as a separate parcel number, they have two different zoning lots.

The Board asked how the School District would fit into this definition.

Mr. Hamilton stated that he would have to do some research to see.

Mr. Hendrix stated that he believes the list of parameters for the number of signs seemed reasonable. The parameters would allow for a sufficient number of signs.

Mr. Hamilton stated that the Board can always revisit the issue if other issues are presented in the future.

Chairman O'Donnell stated that the revised parameters allow the owners to split up the square footage and have multiple signs within their allotted space.

Mr. Hamilton stated that depending on how the ordinance was written, the allotted signage would not include entrance and exit signs. The property owners would be allowed one entry and one exit sign per driveway as they are directional signs.

Chairman O'Donnell asked Mr. Hamilton to place the new regulation in ordinance form and bring back to the Board for review before it is given to City Council for approval.

The Public Hearing will continue to stay open until after the ordinance is approved.

## **B: Public Hearing – Comprehensive Plan**

### **~ Public Hearing Continued ~**

Mr. Hamilton provided chapter 2 of the Comprehensive Plan to the Board for review.

Chairman O'Donnell stated that there were some incorrect areas in the Fire Department section and he will get them corrected and send them to Mr. Hamilton.

Mr. Hamilton will also get with the Chamber of Commerce to update the Chamber section. Events, number of members and including the Economic Development board are a few areas that will be updated.

Mr. Hamilton will provide Chapter 3 to the Board in October.

**C & D: Public Hearing – Article 20, CM-P Commercial & Manufacturing Planned District; Article 19: M-1 Zoning**

**~ Public Hearing Continued ~**

Mr. Hamilton stated that the Board may want to consider a separate “Heavy” Industrial district.

Chairman O’Donnell asked if the current M-1 businesses fit into the proposed CUP uses discussed at the August meeting.

Mr. Hamilton stated that the current businesses would most likely need to go through the application process to get a CUP if they want to expand their business.

Chairman O’Donnell stated that he does not want to drastically change something that will affect an established business without their input or knowledge.

Chairman O’Donnell also stated that he did not want to limit the current business and make them jump through hoops to expand or rebuild.

After discussion, the Board determined that they would like to amend the CM-P district uses to include the discussed conditional use permits.

Mr. Hamilton will revise the bill and bring it back to the October meeting.

**Item 6: Miscellaneous/Updates**

**A: Crossroads Corporate Center**

Mr. Hamilton has sent in the application to the State for review. He will keep the Board updated.

**B: Board of Adjustments**

A fence variance will be discussed by the Board of Adjustments on September 21, 2015.

**C: Breed Specific Ordinance**

A Public Hearing has tentatively been scheduled for October to discuss the Breed Specific Ordinance.

**D: Un-Zoned Property**

A Public Hearing has been tentatively scheduled for November to discuss.

**E: CUP – Dog Grooming at 524 N. Chestnut**

City Council has passed the first reading for the CUP for a dog grooming license at 524 N. Chestnut.

**Item 8: Adjourn**

*Chairman O’Donnell entertained a motion to adjourn. Motion made by Mr. Hendrix to adjourn; seconded by Mr. Garges. On voice vote the motion carries as follows: ayes – 4, nays – 0, abstentions – 0, absent – 4.*

Meeting adjourned at 7:08 pm.

Next scheduled meeting of the Cameron Planning and Zoning is October 12, 2015.

Minutes submitted by:

*Chris Martin*  
*Secretary Recorder*  
*Cameron, MO 64429*

Minutes of the September 14, 2015 Cameron Planning and Zoning Commission approved on Oct 12, 2015

  
\_\_\_\_\_  
Chairman Michael O'Donnell