

MINUTES
ROLLA PLANNING AND ZONING COMMISSION MEETING
ROLLA CITY HALL COUNCIL CHAMBERS
TUESDAY, OCTOBER 8, 2019

Presiding: Don Brown, Chairperson
Commission Members Present: Walt Bowe, Jody Eberly, Janece Martin, Russell Schmidt, Monte Shields, Steven Shields
Commission Members Absent: Robert Anderson
City Officials in Attendance: Steve Flowers, *Community Development Director*, Tom Coots, *City Planner*, Madelyn Brown, *Administrative Assistant*

I. APPROVE MINUTES: Review of the Minutes from the Planning and Zoning Commission meeting held on Tuesday, September 10th, 2019. **Don Brown ruled the minutes approved.**

II. REPORT ON RECENT CITY COUNCIL ACTIONS:

1. A request to approve the rezoning of 1701 Farrar Drive from R-2, Two-Family to R—3, Multi-Family. **On October 7, 2019, the City Council conducted the final reading of this ordinance and approved it.**

(J&R Services)

III. PUBLIC HEARING:

1. Vacation of a portion of the right-of-way of 6th Street adjacent to 607 North Main Street.

(Bahr)

Tom Coots opened by explaining that the applicant is requesting a vacation to vacate a portion of the right-of-way of 6th Street adjacent to 607 North Main Street. They would like to bring the property line back 7 inches to keep it out of the right-of-way. Currently, the property is for sale. Upon surveying the lot, it was determined that the lot line was approximately 7 inches over the existing buildings along 6th Street. By vacating this 7 inches, it would put the building upon their property. **Coots** highlighted that there were no objections by utility providers, and no utilities in the area need to be vacated. Public Works believes that the right-of-way is wide enough, and the encroachment has existed for many years. **Brown** pointed out that the Bahr's own the property to the East. He asked if this vacation only applied to one lot and if the applicant would need to apply for a variance for this property. **Coots** explained that there is currently no need for a variance and confirmed that the vacation is only for one of the lots. Since there were no other questions or comments, **Don Brown** opened the Public Hearing. There were no comments from the audience; **Brown** asked for a motion to be made.

A motion was made by Monte Shields, seconded by Russell Schmidt to approve the request to vacate a portion of the right-of-way of 6th Street adjacent to 607 North Main Street. A roll call vote

on the motion showed the following: Ayes: Bowe, Eberly, Martin, Schmidt, Monte Shields, Steven Shields. Nays: None. The motion passes unanimously.

IV. NEW BUSINESS:

1. A discussion will be held to arrange a training session for Planning & Zoning Commissioners.

(City of Rolla)

2. Discussion about the upcoming meeting for the Schuman/Ber-Juan Neighborhood Plan Meeting.

(Coots)

A discussion was held to discuss the commissioner's availability to join The Board of Adjustment for a training session, which will serve as a brief refresher course. **Brown** suggested looking into MRPC's training sessions. **Brown** asked if there was any new business that needed to be discussed. **Coots** mentioned that he is currently planning a meeting in November to meet with citizens that live in the Schuman/Ber-Juan area. **Brown** asked **Coots** what his goals were and what the main objective of this meeting was. **Coots** explained that the purpose of this meeting is to speak to members of the community about the Schuman/Ber-Juan area and address any concerns they may have to take into consideration for area improvement and redevelopment plans. The first meeting will set the basis for future conferences, which will be held as needed.

VI. REPORT FROM THE CHAIRPERSON, COMMITTEE, OR STAFF: NONE

VII. OTHER BUSINESS / CITIZEN COMMENTS: NONE

Meeting adjourned 6:00 p.m.

Minutes prepared by Madelyn Brown

PLANNING & ZONING COMMISSION ACTION OCTOBER 8, 2019

The motion passes / fails to recommend to the City Council to approve / deny the request to vacate a portion of the right-of-way of 6th Street adjacent to 607 North Main Street.

MOTION: *Shields*

SECOND: *Russell*

	YES	NO	ABSENT	ABSTENTION
ANDERSON			X	
BOWE	X			
EBERLY	X			
JORDAN			X	
MARTIN	X			
SCHMIDT	X			
MONTE SHIELDS	X			
STEVEN SHIELDS	X			
BROWN (tie)				