

FILE COPY

**MINUTES
Regular Meeting
Cameron Missouri Planning & Zoning Commission
May 13, 2019**

Item 1: Call to Order

Chairman O'Donnell called the meeting to order at 6:02pm

Commissioners Present

Chairman Mike O'Donnell
Debbie Hahn
Stan Hendrix
George Pratt
Tom Hamlet

Commissioners Absent:

Delvin Jackson
Mark Garges

Others Present:

Tim Wymes
Jimmy Potts (Newspaper)

Item 2: Oaths of Office – Administered by City Clerk

City Clerk Blades sworn in Debbie Hahn, Tom Hamlet, Mike O'Donnell, George Pratt, and Stan Hendrix.

Item 3: Approval of Minutes

Mr. Hendrix made a motion to approve the minutes of the April 22, 2019 meeting; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Item 4: Public Participation

None.

Mr. Hendrix made a motion to amend the agenda to start with New Business; seconded by Ms. Hahn. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions – 0, absent – 2.

Item 5. New Business

a. Conditional use permit (public hearing) 517 S. Walnut

Mr. Hamlet made a motion to go into public hearing; seconded by Ms. Hahn. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Tim stated a conditional use permit is being requested to operate an Art Studio, Cre8 Family Time Studio. The Art Studio host art classes and birthday parties. A public notice was ran in the newspaper, a sign was posted in the yard and letters were sent out in the mail in the surrounding area. No oppositions were given. City staff does not have a problem with the application due to the history of the building.

Chairman O'Donnell stated two conditional use permits were previously made for that building. Have they expired?

Tim stated all conditional use permits have expired.

Sandee Manz, owner of Cre8 Family Time Studio, stated the business host art classes and birthday parties for children. Sandee has been in business 2 years in Cameron, previously located at the Old Middle School. Since she has opened her business there have been 600 kids come to the studio.

Chairman O'Donnell stated the site is zoned R2 – Two Family Residential. To justify the need for the conditional use permit the closest thing the business can be tagged to is a Photo Studio. Discussion held.

Mr. Hendrix stated his immediate concern is off street parking as on street parking is not allowed. Stan asked if the studio activities were for both kids and adults, how many parking spaces are available, and if the studio would be used as a babysitting service.

Ms. Manz stated the business is geared toward children however adult classes will take place in the fall. Babysitting is not available however once a month she hosts Kids Night Out from 6pm – 8pm. Typically 10-12 kids will be at the studio at a time. The parking lot has 6 spaces.

Discussion held including; time/day of operation and parking.

Elaine Gerstenberger stated her family welcomes the business and believes Cameron needs this type of creativity. The location is perfect and the City can benefit from her work.

Brittany Lowenstein stated she has worked close with Ms. Manz with the Rose Lowenstein Foundation. When birthday parties are held many parents will car pool. You may have 12 kids but a lot less cars.

The conditional use permit includes the following; No off street parking. Hours are Monday through Sunday 9:00am to 6:00pm. Noise is limited as expected in a residential area. The conditional use permit is terminated if the business is sold or if the business moves to another location.

Mr. Pratt made a motion to leave public hearing; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Mr. Hendrix made a motion of recommendation to City Council to grant the conditional use permit with changes made; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Recommendation will go before City Council on June 1 however Ms. Manz can operate until the Council meeting. Tim will update the conditional use permit and will send back to the board.

b. Conditional use permit (public hearing) 602 W. Third

Mr. Hamlet made a motion to go into public hearing; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Tim stated Meredith Suhr wants to open a dog training and obedience class. She will have one on one interaction with animals and their owner. A public notice was ran in the newspaper, a sign was posted in the yard and letters were sent out in the mail to the surrounding area. Concerns about the business were received. Tim explained this is not a kenneling operation and a maximum of 2 dogs will be on the property at all times. The concerned citizens did not have a problem with the operation. No oppositions were presented.

Chairman O'Donnell stated there are no provisions on the code under R2 for this usages, the only way to justify the permit would be putting it under a kennel usage.

Tim read the kennel definition from the book. The permit is acceptable under the usage.

Mr. Hendrix asked to see a copy of the letter that was presented to the property owners, wanting to make sure everyone had a clear understanding and was verified correctly. A copy of the letter was provided from Tim.

Meredith Suhr stated she will train 1 dog at a time with their owner and the dog will never be left. Meredith works a full time job and will only work on Saturdays at this time. Once a foundation is able to be set for the business Meredith will look at purchasing a building to hold group sessions.

Discussion held including; time/day of operations and where training will take place.

The conditional use permit includes the following; hours Monday through Saturday by appointment only, 11:00am – 7:00pm. The conditional use permit is terminated if the business is moved to another location. All training is conducted 1 animal at a time.

Mr. Hendrix made a motion to leave public hearing; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Mr. Hamlet made a motion of recommendation to City Council to grant the conditional use permit with changes made; seconded by Mr. Pratt. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Recommendation will go before City Council on June 1. Tim will update the conditional use permit and will send back to the board.

c. **Gabrielson Truck Repair and Tow – Site Plan – 1001 Bob Griffin Road**

Tim received a site plan for a new facility at 1001 Bob Griffin Road. The site has water and electricity. The City is currently working on getting sewer and utilities. The business is a truck repair and semi-tractor trailer repair business operation. City staff has been back and forth with engineers and have approved the site plan. A building permit cannot be issued yet as utilities are not there. The building is an 8000 sqft building, meets off street parking, west parking lot is gravel for storage. Storm water was reviewed by a third party, TranSystem, and was approved.

Chairman O'Donnell stated through revision the parking lot changes allow them to do a hard surface for parking and gravel in the back for storage. This is a large lot with a huge tree line through the area. No fence is required until residential development comes up on the premises.

Matt Gabrielson, owner and Jody Case with Case Contracting were present for any questions.

Discussion held.

Chairman O'Donnell stated the City has approved utilities, water and electricity is already present. Need to make sure the sewer will have an easement if it goes across the property, protection between client and the City. P&Z cannot hold up the project because the City is holding up utilities, it is the City's responsibility to complete their due diligence. A permit will not be given until sewer is completed.

Mr. Hendrix made a motion to approve the site plan as presented; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

d. **Public Hearing – Zoning Amendment Continued (public hearing)**

Tim was instructed to separate the ordinance for Kennel and Pharmacy.

Discussion held.

Mr. Hendrix made a motion to close public hearing; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Ms. Hahn made a motion of recommendation to City Council to approval the Kennel Ordinance and Pharmacy Ordinance; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

e. **Medical Marijuana Discussion**

Tim provided a copy of a draft ordinance from another municipality, Article 17 and 18 usages, legalization of medical marijuana. The rough draft included definition terms and hours of operations.

Discussion held.

Item 6. Old Business

a. **Article 34 Airport Height and Hazards (public hearing) Communication Towers Continued**

Tim stated a meeting is set up for Friday, May 17, to go over changes. The information will be available at the next meeting.

Ms. Hahn made a motion to continue public hearing to the next meeting; seconded by Mr. Hamlet. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

b. **Walnut and Grand**

Tim stated the final design has been submitted, the only thing that changed is the layout of the building. The site plan meets all requirements. City staffed has reviewed and approved the site plan with the new changes.

Chairman O'Donnell asked if there should be an easement for the sewer line

Tim stated he will check with Zac if an easement is needed

Chairman O'Donnell stated an 8 inch water line will be put in, bored under the highway from the hotel for a sprinkler system. A fire hydrant will also be added to the side of the street.

Tim stated the City will be taking care of the fire hydrant and water line

Chairman O'Donnell stated the board needs a paper that comes from every direction, a checklist of all items and a site plan that plates all things needed to be checked. The board needs to know what work will be completed.

Ms. Hahn made a motion to approve the Walnut and Grand site plan as presented; seconded by Mr. Hendrix. On voice vote the motion carries as follows: ayes – 5, nays – 0, abstentions -0, absent – 2.

Item 7: Other Matter

Chairman O'Donnell stated the contractors will be starting on the Public Safety Building in the next couple weeks.

Item 8: Adjourn

Mr. Hamlet made a motion 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 8:23 pm.

Next scheduled meeting of the Cameron Planning and Zoning is June 10, 2019.

Minutes submitted by:
Katherine Hahn
Secretary Recorder
Cameron, MO 64429

Minutes of the March 22, 2018 Cameron Planning and Zoning Commission approved on _____, 2019

Mike O'Donnell
Chairman Mike O'Donnell