4.2.2018

City of Duquesne, Mo

Planning and Zoning Commission Minutes (Draft)

7:00 PM Call to order: President Ray Brown

**In Attendance:**

Ray Brown, President (2018)

Gary Jackson (2022)

Chris Ellsworth, Board of Alderman Representative (2018)

Kenan Klein (2022)

**Absent:**

Val Carter (2012), Excused

Tom Johnston (2019), Excused

**Agenda Approval**: Ellsworth/Klein, Passed 4-0

**March Minutes approval**; Ellsworth/Brown, Passed 4-0

Building Permit Language (Engineering Fees) Ellsworth reported that after some research he finds that our building permit application does not have language in it that explains that the applicant may incur additional fees. The general feeling was that we should make the possibility of additional fees available in a separate page, which would be stapled, to the front of the Building Application. Some but not all examples might be engineering, legal, clerical, inspection, and publication. The amounts and types will be discussed in the Board of Alderman meeting. An additional section should deal with a demolition fee to spell out how the demolition must occur and also deal with possible asbestos issues. (Chapter 260). In reviewing all types of city fees with comparable cities Chris stated that we are at the bottom of the scale and we need to adjust our fee structure for all city matters and this would be brought up in the next Board of Alderman meeting. In the matter of rezoning, it was found that almost all other cities require the applicant to reimburse the city for any mailing notifications or publication fees. Chris reports that at the bottom of many of the applications, the last page states that if the applicant does not show up at the P&Z to give testimony, then the recommendation is automatically not forwarded to the Board of Alderman. The consensus was that this should be included.

Gamboa asked if we should not require a deposit for these various fees as we do for engineering fees on commercial properties. Ellsworth said we already have in our code that a certificate of occupancy would not be issued if all fees were not paid so that would not be necessary.

With regards to the Board of Adjustment, the filling fee in every city was a minimum of $500.00 and many required a $500.00 additional escrow amount to cover and future costs. If the escrow account becomes depleted, the city is allowed to ask for additional money for the escrow account.

Gamboa asked if the application would spell out that if an applicant choose to use his own engineering firm, that would not exempt him from being responsible for payment of any fees generated for the project by the cities engineering firm. Ellsworth said that the application would spell out that the applicant is responsible for all fees generated by the application.

Brown asked if we should take any action on this information. Ellsworth said that the Board of Alderman will take this up on Monday, but he wanted the P&Z to be aware of it and to have the chance to give input.

**Public Comments** opened at 7:14PM

Gary Heilbrun gave a heads up on the possible parking lot proposal for the property on 2424 Duquesne Road by Jasper Products. This property is already zoned C-2. This may not have to be re-zoned for construction to begin. He passed around a drawing made by Jasper Products engineering firm. They also had a firm do a storm water plan, which would be subject to review by the Cities engineers. Ellsworth asked if they had addressed the driveway issue. He was very concerned about their exiting large trucks on to a two-lane road. Heilbrun had not received a response as yet. He said if they did not respond and sent trucks through there, then we would start citing them. Gamboa asked how we were going to do that since we are not strictly enforcing the roundabout. David Weaver said we do not have a truck sign on the east entrance to the city. It has been knocked down. Heilbrun said that sign or no sign, it’s the law and should be enforced. Gamboa said we should put the sign back up and it should be large and should state the amount of fine. Mack’s creek law was brought up as a reason we cannot charge over a certain amount (250.00) as a fine and that we cannot keep the money for the fine. Gamboa said he does not feel that keeping the money is the issue. It’s the law. The trucks are tearing up our roads and he does not care if the money goes to the state. Heilbrun said that the Mack’s Creek law is being re-addressed in May. He also said that our Police coverage is devoted more to 7th street as it has a higher traffic count.

David Weaver updated the Suber Mitchel development, which is doing exceptionally well. He said he had not heard any negative comments about the development. He said that the company asked to be able to address any issues directly if anyone has issues. Gamboa said the only thing he noticed was that the 20th street culverts (one on their property and one on the Benson property) were not draining properly. Ellsworth said that they would be responsible, as their construction has caused them to not drain at the rate prior to the construction.

Kerry Divine mentioned that Joplin is having a hearing on re-zoning the Patterson house on Duquesne Road for apartments. David Weaver mentioned that the college is looking at partnering for more student housing which is needed. He said the Apartments at 7th and Duquesne are doing extremely well which might encourage further development.

**Next Meeting:** May 7th, 2018 7PM

**Motion to adjourn:** 7:40 PM Klein/Gamboa passed 4-0

**Speakers:**

Gary Heilbrun, 4015 E. 25th Street David Weaver,1435 Van Winkle

Kerry Divine, 314 Morgan Ct.

Submitted By: Rick Gamboa