

**City of Bellefontaine Neighbors
Planning & Zoning Commission Minutes
August 10, 2020**

The meeting was called to order at 7:01 pm by Chairman Barrett.

Present: City Engineer Klein, Inspector Raben, Members Borzymowski, Duhadway, Lane and White.
Excused: Member Gordon, Alderman Jim Christian

Members were asked if there were any changes to the minutes of the P&Z meeting July 13, 2020. There were no changes. Motion to approve the minutes was made by Duhadway, seconded by White. The motion passed unanimously.

Application for Subdivision of 10223 Lewis & Clark (Wire Craft property)

Mr. Jim Hennessey, Owner, was expected to be present but did not appear, possibly due to weather. A short discussion of the proposed subdivision was held. Member Duhadway stated the information supplied on the document "Application for Subdivision Permit" wasn't adequate, especially in that the purpose of the proposed subdivision isn't requested. City Engineer Klein said he was not able to talk with the owner. He had concerns about a proper firewall in the existing building where the new property line was proposed and number/type of exits from the building. He also had concerns that the existing entrances to the parking lot may be insufficient or out of date. The south exit at Comet had a stoplight, allowing those leaving to turn north or south safely. The north exit did not have a stoplight, forcing any vehicle leaving to go south only. Barrett stated the two exits served the property sufficiently when two retailers occupied the property years ago. Wire Craft has very few employees and entrance/exit will not affect them very much. New Spring Church (occupying the main building with Wire Craft) could have many more attending services but would still be less than the shopping center had when it was in full operation. Member Lane asked what was the reason behind subdividing the property. It was stated that was one of the questions that P&Z wanted to ask the owner.

An informal discussion was held about a proposed firehouse to be located at 800 Chambers Road (Knights of Columbus property). Engineer Klein stated he had finally made contact with Chief Goldstein to discuss the matter the preceding Friday. Engineer Klein tried to make a case for putting the firehouse on the north side of Chambers to the Chief. The reasons included less earthwork required since a good portion of the north side is already at street level (the K of C property is lower elevation, including the location shown in FGM Architects conceptual site plan). Plowing of snow on the sloped driveway in winter could be critical to maintain response. Sharing the same entrance as the Knights of Columbus could also compromise quick response if a call for service were to be received at the same time as a K of C event. Barrett stated he had received information about the provisional deed to the property dated in 1956 requiring a sports field on it ("...shall be used only for and perpetually for park and recreational purposes.") and an easement through the property granted to MSD in 1988. A location map of MSD's facilities in and near the property was obtained earlier in the day.

An informal discussion of enforcing the building maintenance code was held. Barrett forwarded a document "Building Complaint Process" ahead of the meeting based on discussions & review with Judy Mantych in the Building Department. He didn't know what steps & personnel are involved in registering, enforcing & resolving building complaints (i.e., due process) and the discussion with Judy was very helpful. Member Lane stated that most board members may not be aware of the steps

involved either. Barrett stated that municipal court had not been held since February 26th in compliance with St. Louis County Covid-19 instructions, contributing to less enforcement. It was also noted that most violators summoned to court (before Covid) did not appear in court. Conversely, most citizens comply with the citation before they must appear in court. After further discussion, Chair stated he would inquire as to when the municipal court would restart, and whether any other municipalities have restarted their courts. This is to remind the Board this is a much-needed function for enforcement. Inspector Raben stated based on conversations he has had with our Judge, the court adjustments may extend until the end of this year, and possibly into the beginning of 2021.

Informal discussion continued pertaining to how the Board of Aldermen perceives our function as the Planning and Zoning Commission. Member White suggested holding a conversation with interested Board members to improve understanding of our responsibilities, expectations and function.

An informal discussion was held concerning the city's alcohol/liquor ordinances. Barrett had obtained documentation for the alcohol license for the Conoco station at 949 Chambers, Arch 94 LLC, and found it to be in compliance with the ordinance which breaks down types of licenses according to the percentage of alcohol in the products to be sold. Arch 94 LLC is allowed to sell products of any alcohol content (including beer, wine & hard liquor) and is allowed for Sunday sales as well. Based on a visual observation of the other products for sale there, it would appear they also comply with the city's requirement that at least \$5000 worth of non-alcohol products be offered for sale in the same establishment. It was noted that the city's code does not specifically address container size; sales of "airplane size" bottles of alcohol are not regulated.

There were two questions asked for updating:

- Is a food truck ordinance going to be introduced at some point?
- Will a resolution be made to update Chapter 3 Alcoholic Beverages?

Barrett indicated he would pass those questions on to Jim Christian as time permits.

Barrett asked if there were any further discussion. There was none. Chair asked for a motion to adjourn and Member Borzymowski made the motion, seconded by Member Duhadway. Chair adjourned the meeting at 8:46 pm.

Respectfully submitted,

Wanda Lane

Recommendations:

1. Recommend to the board restarting municipal court as soon as allowable. Consider special procedures like having those summoned wait in parking lot while individuals are called in to appear on a one-by-one basis.
2. Follow up with Alderman Christian concerning ordinances pertaining to food trucks and updating ordinances concerning alcohol sales.