

**THE CITY OF BATTLEFIELD
PLANNING & ZONING COMMISSION
MEETING MINUTES
MONDAY, September 18, 2023**

Item 1 General Business

- a. **Meeting called to order** by Chairman Danny Klopfer at 6:00 p.m. at Battlefield, City Hall located at 5434 S. Tower Drive, Battlefield, MO 65619. The following members were present including Phillip Shatzer, Tim Kelley, Danny Klopfer, Mark Crabtree, and Densel Kimbrough. Member David Byrd was absent from the meeting. Staff present were City Administrator Tommy Vanhorn, Building Inspector Tristan Losh, City Clerk Beth Anne West, and Planner Scott Hansen from CMT (via zoom).
- b. **Permit and Inspection Report by Building Inspector Tristan Losh** updated everyone on the Police Department Remodel of the old Bank location on FF Highway and stated that cabinets are to be set and the interior is coming along with hopefully completion by October. Mr. Losh noted the curb and gutter was going in at the Old Wire Road Crossing and the Valve for the Regional Lift Station Project was being added this week. Mr. Losh also noted the lot behind Rapid Roberts for the Bill Stack project was being cleared to add a 30x40 building and the review of the plans would be done soon. Mr. Losh stated that Phase 2 of Bussell Building development would be 49 homes and that Phase 3 would have 50 homes which are set to begin soon.
- c. **City Administrator Report**-Tommy Vanhorn mentioned that last week he, Chief of Police Chris McPhail along with three Board members, the City Clerk and the Mayor all attend the MML Conference in Kansas City, Mo., so they learned a lot and we are doing a lot of the things being suggested for Economic Development and adjustment of codes and such so that is a good thing.
- d. **Approval of August 14, 2023, Commission Meeting Minutes, and request staff to post on web site.** A motion was made by Member Tim Kelley to approve the minutes as presented. Motion was seconded by Member Mark Crabtree. A vote was taken, and the vote was 5 Ayes-Densel Kimbrough, Phillip Shatzer, Mark Crabtree, Danny Klopfer, and Tim Kelley. 0 Nays. Member David Byrd was absent for the vote. Motion carried. It was mentioned that the Approved minutes from June and July meetings have not been posted to City

of Battlefield's website. City Clerk Beth Anne West stated she would make the request they be uploaded along with the most recent minutes once approved.

Item 2 Public Hearing

- a. Consider adding a section to the Zoning Code creating the proposed Complete Streets Program.
- b. Open Public Hearing Chairman Danny Klopfer opened the public hearing at 6:07 p.m.
- c. Close Public Hearing-No one came before the Board to speak for or against the measure so, Chairman Danny Klopfer closed the public hearing at 6:08 p.m.
- d. Resume Regular Meeting-Chairman Danny Klopfer resumed the regular meeting at 6:08 p.m.

Item 3 Public Input

Anthony Fabbiano-5713 Honeysuckle Lane, Battlefield, MO 65619 : Mr. Fabianno has a water drainage problem on his property he discussed with the Planning and Zoning Commission. Discussion followed. Mr. Vanhorn noted this issue might be better addressed through the Board of Aldermen, since the Planning and Zoning is about zoning issues and setting policies. Mr. Fabiano noted he lived between Dahlia and Rose streets. Mr. Fabiano noted that all honeysuckle needs work and that he had lived there over 20 years.

Item 4 Unfinished Business

Item 4a Discussion and Possible Vote to possibly modify, and/or recommend to the Board of Alderman add a section to Zoning Code adopting Complete Streets Program.

Discussion occurred on what to incorporate the requirements and the need to possibly alter the example with a new commission being created by confirming with Sara from OTO with reference to what Springfield does. Discussion on waiting to do a public hearing in October. Motion was made by Tim Kelley to approve the modification before the public hearing in October (16TH). Motion was seconded by Phillip Shatzer. A vote was taken, and the vote was 5 Ayes-Phillip Shatzer, Danny Klopfer, Mark Crabtree, Densel Kimbrough, and Tim Kelley. 0 Nays. Member David Byrd was absent for the vote. Motion carried. It was discussed to send the OTO version to the Planning and Zoning Members to review.

Item 4b Update on process of Updating Design Standards.

CMT Dallas Johnson is working on the draft form and the definitions so they are about half done hope to work on storm sewer and have by next meeting may take a couple more months then will come to Planning and Zoning to review and it would be a general overview of the material.

Item 5 New Business

Item 5a Review of Transportation and Utility Survey Completed by CMT

Presentation provided by Scott Hansen of CMT (Engineering) they looked at the Transportation and Utility polices of peer communities in the Springfield, MO region for reference to the City of Battlefield's needs. Mr. Hansen discussed the capacity impact fee, and the state statutes would be referenced.

Item 5b Discussion of possible changes to zoning code in following areas:

i. Conservation Subdivisions

Discussion followed on the change in the code section 400.280 section B referencing R-LD family low density residence district. A motion was made by Member Tim Kelley to recommend a public hearing to address this at the next meeting in October 2023 (16th). Motion was seconded by Member Mark Crabtree. A vote was taken, and the vote was 5 Ayes-Phillip Shatzer, Densel Kimbrough, Mark Crabtree, Danny Klopfer, and Tim Kelley. 0 Nays. Member David Byrd was absent for the vote. Motion approved.

ii. Commercial and Residential combination construction Zoning Code

Discussion followed on a change in the code to section 400.350 for R-3 Multi-Family Residence District. A motion was made by Member Tim Kelley to address this during a public hearing to be held at the next meeting in October 2023 (16th). Motion was seconded by Member Densel Kimbrough. A vote was taken, and the vote was 5 Ayes- Phillip Shatzer, Densel Kimbrough, Mark Crabtree, Danny Klopfer, and Tim Kelley. 0 Nays. Member David Byrd was absent for the vote. Motion approved.

iii. Park Impact, Development, Connection Fees, & Engineering Fees

Discussion followed definitions for section 400.110 regarding new development and impact fees as well as chapter 420. Consensus from Planning and Zoning members were to have this measure ready for the November meeting and hold a public hearing on this material.

iv. Agriculture Zoning

Planner Scott Hansen explained zoning calculations for various types of zoning outside of the city and how it would change if annexed. Mr. Hansen also shared how the assessor makes his determination on an undeveloped property as opposed to a property that has structures on it depending on the assessed value of said property. The determination of the tax is not based on the zoning it is based on the actual condition and/or status of the property.

Item 5c Discussion of properties to approach for annexation into Battlefield.

This was tabled until the next meeting in October.

Item 6 Future Agenda Items- Not discussed.

- a. Update Zoning Map
- b. Capital Improvement-Replacement Planning Process
- c. 604B Storm Water Grant

Item 7 Board Member Comments or questions

The motion was made by Member Phillip Shatzer to hold a Planning and Zoning Meeting on October 16, 2023, since the holiday falls on the regular meeting date. Motion was seconded by Member Tim Kelley. A vote was taken, and the vote was 5 Ayes- Phillip Shatzer, Densel Kimbrough, Mark Crabtree, Danny Klopfer, and Tim Kelley. 0 Nays. Member David Byrd was absent for the vote. Motion approved.

Item 8 Adjournment.

Motion was made by Member Densel Kimbrough to adjourn the meeting at 8:00 p.m. Motion was seconded by Member Phillip Shatzer. A vote was taken, and the vote was 5 Ayes-Phillip Shatzer, Densel Kimbrough, Mark Crabtree, Danny Klopfer and Tim Kelley. 0 Nays. Member David Byrd was absent for the vote. Motion carried.

Danny Klopfer Danny Klopfer 10-16-23 Date
Chairman



ATTEST:

Beth Anne West City Clerk Beth Anne West 10-16-2023 Date

Reading and Vote to Approve Minutes: 8 Ayes - Densel Kimbrough, Phillip Shatzer
Minutes Approved: Keith Wright, Danny Klopfer, David Byrd, Bernie Starnes,
October 16, 2023. Mark Crabtree and Tim Kelley. 0 Nays. All
4 members were present for the vote. 10-16-2023