

# Planning and Zoning Commission Minutes

Aurora City Hall  
City Council Chambers

2 W. Pleasant  
Aurora MO 65605

Tuesday, March 21, 2023 - 6PM

3/21/2023 - Minutes

1. CALL TO ORDER

600 PM

2. ROLL CALL

Chairman Dennis Baker - *Present*

Vice Chairwoman Regina Payne - *Present*

Mayor Jason Lewis - *Present*

Commission Member Justin Cox - *Present*

Commission Member David Cox - *Present*

Commission Member Linda Barton - *Absent*

Commission Member William Gold - *Present*

*Quorum Satisfied*

3. APPROVAL OF MINUTES

3.1. Approval Of Minutes From Meeting Held February 21, 2023

*Mayor Lewis made a motion to approve the minutes from the meeting held February 21, 2023. Motion seconded by Commission Member J. Cox. Motion passed with all members voting aye.*

4. NEW BUSINESS

4.1. Review/Approve Final Plat & Site Plans - South Point Ridge

*Director Howlett presents the final plat and final site plan of South Point Ridge from developer, Greg Jenkins of TJCC Properties. Mr. Jenkins is present at the meeting. The land consists of 17 residential lots including multiple 4-plexes as well as single family homes. Director Howlett points out the lots titled "public space" will be dedicated green space for the City. This was due to difficulties with topography and construction. The public space will possibly be used as open green space or pocket parks as required in the City Master Plan. Director Howlett informed the Commission that the final plat and site plans for South Point Ridge have been reviewed by City Staff, as well as engineers. The original deficiencies have since been addressed and corrected. Along with Director Howlett, the City Manager, City Department Heads, and major utility companies were in attendance at a previous pre-development meeting.*

*Director Howlett addressed the Commission and stated that originally, the plans showed sidewalks being on both sides of the street. However, due to placement of utilities and meeting city code on street sizes, a variance is being requested to allow sidewalks to be placed on just one side of the street instead of bilaterally. Developer Greg Jenkins explains that if sidewalks stay in place as originally planned, then it is inevitable that*

*the sidewalks will be torn up every time a repair or upgrade to the utilities is made. City staff and engineers are confident that single sidewalks would be acceptable without shifting plans too far from original application.*

*Director Howlett advises that City staff recommends approval of the final plat and site plans for South Point Ridge.*

*Mayor Lewis inquires about the intent on the green space. Director Howlett stated that pocket parks are part of the City's Master Plan and that the final outcome is yet to be determined. However, she further adds that the use request will return to the Planning and Zoning Commission for approval.*

*Mayor Lewis addressed developer Greg Jenkins, asking if Mr. Jenkins is prepared to meet the requirements of the City as this development progresses. Greg Jenkins followed up and stated that he has no concerns on complying with the City's requests.*

*Mayor Lewis made a motion to recommend to City Council to approve the final plat and final site plans for South Point Ridge. Vice Chairwoman Payne seconded the motion. Motion passed with all members voting the following:*

*AYES: Baker, Payne, Lewis, J. Cox, D. Cox, Gold*

*NAYES: None*

#### 4.II. Planning And Zoning Commission Training

*Director Howlett presented the final training video for the Commission. Certificates will be handed out shortly to all Commissioners who have completed the training. For those Commissioners that have missed certain videos, they will be emailed to the Commissioner for a chance to complete training and receive a certificate. Video for this evening is titled "Procedural Requirements" for the Planning and Zoning Commission.*

#### 4.III. Discussion - Planning And Zoning Scheduled Meeting Dates

*Discussion held regarding regularly scheduled Planning and Zoning Meeting dates. Due to new commitments Director Howlett has obtained, she is asking the Commission to entertain meeting on the first Tuesday of each month, rather than the 3rd Tuesday.*

*Mayor Lewis motioned to change the Planning and Zoning Commission regularly scheduled meetings to the first Tuesday in each month starting May 2, 2023. Commission Member J. Cox seconded the motion. Motion passed with all the members voting the following:*

*AYES: Baker, Payne, Lewis, J. Cox, D. Cox, Gold*

*NAYES: None*

#### 5. PUBLIC COMMENT/DISCUSSION

*None*

#### 6. ADJOURNMENT

*Mayor Lewis made a motion to adjourn the meeting, time noted 6:35pm. Motion seconded by vice Chairwoman Payne. Motion passed with all members voting aye.*

Regina Payne

~~Dennis Baker~~, <sup>Vice</sup> Chairman  
Regina Payne

ATTEST:

Crystal Abbott

Crystal Abbott, Administrative Assistant