

**Planning and Zoning Commission Minutes  
Aurora City Hall  
City Council Chambers  
2 W. Pleasant  
Aurora, Missouri  
Tuesday, September 20, 2022 - 6 P.M.**

9/20/2022 - Minutes

1. CALL TO ORDER

6:00 P.M.

2. ROLL CALL

Chairman Dennis Baker

Vice Chairwoman Regina Payne

Mayor Jason Lewis

Commission Member Justin Cox

Commission Member David Cox

Commission Member Linda Barton

Vacancy

All members present except for Commission Member Justin Cox. Quorum satisfied.

3. APPROVAL OF MINUTES

3.I. Approval Of Minutes From Meeting Held August 16, 2022

Commission Member Barton made a motion to approve the minutes from the meeting held on August 16, 2022. Vice Chairwoman Payne seconded the motion. Motion passed with all members voting aye.

4. NEW BUSINESS

4.I. Public Hearing - Sign Designs, Special Use Permit Request

Assistant City Manager and Community Development Director, Carrie Howlett addressed the Commission with Special Use Permit Request for Access Family Care along with the Contractor Sign Designs, both present for any questions. The current property zoning for Access Family Care is C-O, which does not permit any lit or flashing signs without special consideration by the Planning and Zoning Commission and City Council. There is a current sign in that location that was a lighted sign but hasn't been functional. Requesting to put in a new sign that is lit and has a digital message board. Notices were sent out per state statute and no response from any property owners within 185 feet. John Hipple with Sign Designs spoke about the sign and the brightness and that it is auto adjust so that during the day, it is bright enough to see but at night, it dims so that it isn't too bright for vehicle traffic.

The Planning and Zoning Commission opened the hearing for public comment, inquiring of any citizens present that would like to speak regarding the Access Family Care sign. No parties present for public comment. Meeting closed for public comment.

Chairman Baker addressed the Commission regarding Finding of Fact, which was determined as follows. The request serves the convenience and general welfare of the public as the proposed sign will provide health and safety information to the public. The request does not make an adverse impact on the neighborhood as abutting properties are like zoned or vacant and the proposed use is an improvement. The request does not adversely affect surrounding property values. The request will serve the neighborhood by providing healthcare information. The request protects the neighborhood interest as the commercially zoned are will be enhanced. The request does not alter the character or nature of the development of the neighborhood. The request will be in basic harmony with the various elements and objectives of the Master Plan as continuous development of the commercial area is included in the Comprehensive Plan. The request complies with the requirements established for the special use as the process outlined in City Code was followed and appropriate documentation has been provided.

Commission Member Barton made a motion to approve Special Use Permit for Access Family Care and Sign Designs. Mayor Lewis seconded the motion. Motion passed to approve Special Use Permit. All members voted the following:

AYE: Baker, Payne, Lewis, D. Cox, Barton

NAY: None

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

Assistant City Manager and Community Development Director, Carrie Howlett addressed the Commission about Planning and Zoning Commission continued training. MML has webinars that would help the Commission learn about any new changes. These continued training webinars would be during regularly scheduled monthly meetings as long as the agenda isn't long. Potentially in the future joint continued training meetings with other boards to learn and refresh on new changes such as the Parliamentary procedures and Sunshine Law. The Commission thought it would be a great idea for continued training.

#### 4.III. Discussion - Comprehensive Plan Implementation

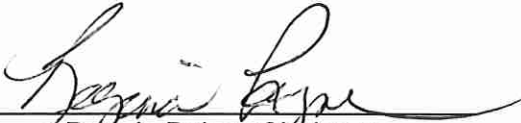
Assistant City Manager and Community Development Director, Carrie Howlett addressed the Commission about the Comprehensive Plan. Serves as a road map for the City of Aurora for the next 20 years. The Planning and Zoning Commission is to use this as a guide as the city continues to move forward and requests are being brought for approval. May do one section of the plan at a time so it is implemented as we move forward and be an active Planning and Zoning Commission in the planning part. Once the Comprehensive Plan is adopted, it will help with grant funding as well.

#### 5. PUBLIC COMMENT/DISCUSSION

None

#### 6. ADJOURNMENT

Commission Member Barton made a motion to adjourn at 6:37 P.M. Vice Chairwoman Payne seconded the motion. Motion passed with all members voting aye.

  
~~Dennis Baker, Chairman~~  
Regina Payne, Vice Chairwoman

ATTEST:

  
Kamy Kulow, City Clerk