

PLANNING AND ZONING COMMISSION MEETING**July 14, 2015****7:00 P.M.**

The City of New Melle Planning & Zoning Commission meeting was called to order at 7:00 p.m. The meeting was held at the New Melle City Hall, located at 145 Almeling Street.

Present at roll call were: Chairman Pete Schepis, Commissioners Roger Brink, Janet Karrenbrock, Alderman Don Hendrich, and Mayor West. Commissioners Kern and Birk were absent.

APPROVAL OF AGENDA AND MINUTES

A motion was made by Alderman Hendrich, seconded by Mayor West to accept the amended agenda by adding under New Business: #4 Approve Special Planning and Zoning Meeting for July 23, 2015 and #5 Discussion of Building Inspector Barclay's salary and duties. Motion passed unanimously.

A motion was made by Alderman Hendrich, seconded by Mayor West to accept the June 16, 2015 minutes as written. Motion passed unanimously.

OPEN FORUM

City Clerk Hotfelder stated that Mike Trost had contacted City Hall regarding the leasing of the former Frazier Leonard Art Studio for his marketing business. He needed to know what action was necessary by P&Z or the Board to obtain a Business License. City Clerk Hotfelder will research and get back with Mr. Trost.

OLD BUSINESS

Alderman Hendrich introduced Christi Riecke and reported that she would like to be appointed to the Planning and Zoning Commission. A motion was made by Mayor West and seconded by Alderman Hendrich to approve the appointment and recommend same to the Board of Aldermen. Motion passed unanimously.

NEW BUSINESS

The approval of the preliminary plat for Estates of Hickory Grove Plat II was tabled to the Special Meeting on July 23, 2015.

Perry and Joanie Sullivan were not present for the meeting as they submitted a request for rezoning to R1-A.

The Commission noted that the building permit for the Quarry Wine Garden was now expired and will notify the owner, Joe Nusrala, per the procedure outlined in the City's ordinance. A discussion was held on the possible outcome and agreed that Building Inspector Barclay would issue the Stop Work Order and send him the notification by certified mail.

Mayor West made a motion, seconded by Alderman Hendrich to approve the Special Planning and Zoning Commission Meeting for July 23, 2015. Motion passed unanimously.

Chairman Schepis stated that Building Inspector Barclay would like to be reimbursed for those duties not specifically outlined in his agreement with the City. Attorney Martin suggested that the agreement be renegotiated and that future duties could be compensated through that agreement.

BUILDING INSPECTOR REPORT

The report submitted by Bob Barclay was reviewed by the Commission.

ROAD COMMITTEE REPORT

There was no report.

CODE ENFORCEMENT ITEMS

City Clerk Hotfelder will submit the following to St. Charles County for Code Enforcement:

1. Corner Lot on Hwy Z next to Nicole Park – Gerry Wolf
2. Bedo property located on Fiddlecreek

Chairman Schepis stated that the next meeting is scheduled for July 23, 2015 at 7:00 p.m.

ADJOURNMENT

A motion was made by Alderman Hendrich and seconded by Mayor West to adjourn the meeting at 7:47 p.m. Motion passed unanimously.

Respectfully submitted,

Karen Hotfelder, City Clerk