

The City of New Melle Planning & Zoning Commission meeting was called to order at 7:00 p.m. by Mayor West. The meeting was held at the New Melle City Hall, 145 Almeling St., New Melle, MO 63365.

Present at roll call were: Commissioner Birk, Commissioner Riecke, Commissioner Kern, Mayor West and Alderman Hendrich. Chairman Schepis was absent.

### **APPROVAL OF AGENDA**

A motion was made by Alderman Hendrich, seconded by Commissioner Kern to approve the agenda. Motion passed unanimously.

### **APPROVAL OF MINUTES**

A motion was made by Alderman Hendrich, seconded by Commissioner Riecke to accept the July 5, 2016 minutes. Motion passed unanimously.

### **OPEN FORUM**

Commissioner Kern stated that the City of New Melle Code Book on the website seemed to have the wrong dates for the updated Planning and Zoning ordinances. City Clerk Hotfelder will review and correct, if necessary.

### **OLD BUSINESS/DISCUSSION**

#### **NEW BUSINESS**

1. City Clerk Hotfelder reported that she had checked with the St. Charles Election Authority and had found that the Wards were divided equally. There is no need to redistrict the wards at this time.
2. Commissioner Kern made a motion, seconded by Alderman Hendrich to hold a Work Session on the third Thursday of every other month at 7 p.m. beginning August 18, 2016. Motion passed unanimously.
3. The Rezoning Application for the property at 4711 Hwy Z must be submitted by the current owners of the property rather than the potential buyers.

#### **BUILDING INSPECTOR REPORT**

A discussion was held on the inspection of yards after building is completed to ensure proper lawn and landscaping codes are met.

#### **ROAD COMMITTEE REPORT**

1. Janet Karrenbrock reported that the street at 3635 Schutzen St. was caving in due to water damage caused by drainage. Cochran Engineering will inspect the area and make a recommendation. She also reported that she is aware that the City of Wentzville has received grants for reimbursement of street repairs from St. Charles County.

#### **CODE ENFORCEMENT ITEMS**

1. The Greenwood Group and #88 and #90 St. Charles St. still remain open but are being extended due to progress.

The next meeting is scheduled for September 6, 2016 at 7:00 p.m. Chairman Schepis will be absent for the meeting.

### **ADJOURNMENT**

A motion was made by Commissioner Kern and seconded by Commissioner Birk to adjourn the meeting at 7:53 p.m. Motion passed unanimously.

Respectfully submitted,

Karen Hotfelder, City Clerk