



City of Columbia, Missouri

Meeting Minutes

Planning and Zoning Commission

Thursday, February 23, 2017
5:30 PM

Work Session

Conference Room 1-B
Columbia City Hall
701 E. Broadway

I. CALL TO ORDER

Present: 9 - Tootie Burns, Dan Harder, Sara Loe, Joy Rushing, Lee Russell, Anthony Stanton, Rusty Strodtman, Brian Toohey and Michael MacMann

II. INTRODUCTIONS

Mrs. Thompson and Mr. Caldera from the Law Department were introduced. Commissioners introduced themselves.

III. APPROVAL OF AGENDA

Amended agenda adopted. Added discussion regarding Commissioner Responsibilities and moved the Unified Development Code discussion under "New Business".

IV. APPROVAL OF MINUTES

Adopted January 19 minutes without modification.

V. NEW BUSINESS

A. Planning Commissioner Responsibilities

Mr. Zenner introduced the special guests from the City's Legal Department - Nancy Thompson and Jose Caldera. Mrs. Thompson introduced herself and Mr. Caldera to the Commission. Mr. Caldera will be filling the legal department vacancy previously held by Mr. Moehlman. Mr. Caldera introduced himself and gave a brief overview of his legal experience. Each Commission introduced themselves.

Following introductions, Chairman Strodtman proceeded to explain what precipitated the request for the work session training. He noted that he and several Commissioners desired to obtain a better understanding of how the Commission should conduct itself regarding matters such as ex parte communication, Sunshine Law requirements, and meetings between Commissioners and Council members.

Mrs. Thompson provided an overview of the Commission's role and responsibilities within the greater regulatory structure. She noted that the Commission's role was advisory and it was essential that members remain open-minded in all matters brought before it. She placed emphasis on remaining objective and not having predetermined an outcome prior to all evidence relating to a case being presented. She stressed that the public hearing was all about gathering the facts needed to make the recommendation. She noted that ex parte communication can

sometimes make remaining open-minded difficult and could result in the Commission being more susceptible to legal challenge. Mrs. Thompson agreed that disclosure of potential information obtained in ex parte meetings would be best practice for the Commission since it ensures all Commissioners have access to the same information to formulate decisions.

There was additional discussion on the other topics Chairman Strodtman indicated where of general concern as well as back and forth discussion from other Commissioners. When asked if the Commission could get together socially, Mrs. Thompson replied that they could and would not be required to post such a gathering provided there was no official business being conducted. She noted that this type of activity occurs with the Council and there is not a violation of the Sunshine Law.

Chairman Strodtman thanked Mrs. Thompson and Mr. Caldera for attending the meeting and looked forward to additional legal training in the future. He also indicated appreciation for having Mr. Caldera attending future work session and regular meetings.

B. Unified Development Code - Council Public Hearings

Mr. Zenner gave a brief overview of where the UDC was within the Council's public hearing process. He informed the Commissioners of the upcoming Saturday February 25 work session. Mr. Zenner said he anticipated more than two speakers at the meeting given its extended time frame and potential for Council discussion regarding potential amendments. Mr. Zenner noted that following the February 25 meeting there would be two more hearings - March 6 and March 20. He welcomed any Commissioners to attend the meeting to monitor progress and to silently support its current recommended provisions.

There was general Commission discussion regarding the UDC and what was being talked about it around town regarding it. There was also comment on the strategies that may be employed to facilitate changes to it. Several Commissioners indicated that they intended to be in attendance at the Saturday meeting to offer comments.

C. January 2017 Building Permit Report

Mr. Zenner provided the January 2017 building permit reports to the Commissioners for information purposes. He explained the calendar year to date (CYTD) spreadsheets. Mr. Zenner noted that if the Commission desired more detailed information regarding the permit reports he would be happy to ask a representative from the BSD Division to join our next meeting.

VI. OLD BUSINESS

A. Planning Commission Pending Projects 2017

Due to the lack of time there was no discussion on Planning Commission pending projects for 2017.

VII. NEXT MEETING DATE - March 9, 2017 @ 5:30 pm (tentative)**VIII. ADJOURNMENT**

Meeting adjourned approximately 6:55 p.m.

Members of the public may attend any open meeting. For requests for accommodations related to disability, please call 573-874-7214. In order to assist staff in making the appropriate arrangements for your accommodation, please make your request as far in advance of the posted meeting date as possible.