

**DRAFT PLANNING AND ZONING MINUTES**  
**July 11, 2011**

**Item 1a Meeting called to order.**

The meeting was called to order at 6:30 p.m. by Commissioner Mark Mais. Commissioners present were Dick Snelson, Darron Acklin, Shawn Battlagler, Mark Mais, and Kevin Lambeth. Also present was Rick Hess, Battlefield City Administrator.

**Item 1b Approval of previous Commission meeting minutes May 9, 2011.**

Shawn Battlagler made a motion to approve the May 9, 2011 minutes as presented. Motion seconded by Darron Acklin. The minutes were opened for discussion. There were no items brought up for discussion. Roll call vote with Dick Snelson aye, Darron Acklin aye, Shawn Battlagler aye, Mark Mais aye, and Kevin Lambeth aye. Motion carried.

**Item 2a Public Input, Larry LaFollette**

Mr. LaFollette asked the Commission to allow him to complete his residential subdivision on Geranium Lane in the Cloverdale Addition based on a letter from the City Engineer dated September 26, 2008. The Commission did not have any background information on this development since the property was apparently platted in 1959 without the installation of public improvements. The Commission took no action on this item because Mr. LaFollette's request was beyond the authority granted to the Planning & Zoning Commission. The Commission requested the Board of Alderman to get the opinions from the City Engineer and City Attorney before making a decision. Accepting public improvements that are constructed less than standard may be a liability issue for the City.

**Item 2b Public Input, Ron Whetsten**

Mr. Whetsten spoke to the Commission about his need to acquire a variance for the setbacks to an accessory structure he would like to build on his property. Mr. Whetsten was requesting 3ft in lieu of the required 10ft. The process was discussed and that it would ultimately be the Board of Adjustments to grant or deny a variance. The Commission took no action on this item because there was no site plan for the proposed accessory structure. The Commission informed Mr. Whetsten that he might want to investigate his proposed location to make sure the area is not encumbered with an existing utility easement.

**Old Business**

**Item 3a Review, discuss, and make recommendations to possible esthetic regulations for commercial developments.**

The Commission discussed the proposed esthetic and sign regulations. Rick said he would have a final draft for the Commission to review at the next meeting. Due to the long advertising requirements, Rick suggested setting a date for a Public Hearing so he would have a timeline for getting them advertised. Kevin Lambeth made a motion to hold a Public Meeting in September for the proposed esthetic regulation and the proposed sign regulations. The motion was seconded by Darron Acklin. The motion opened to the floor for discussion. The Commission requested input from both the City Engineer and City Attorney over these items to make sure they concur with the proposed changes. With no further discussions, a vote was taken. Roll call vote with Dick Snelson aye, Darron Acklin aye, Shawn Battlagler aye, Mark Mais aye, and Kevin Lambeth aye. Motion carried

**Item 3b Review, discuss, and make recommendations to possible changes in the City's sign regulations.**

See Comments in item 3a above.

**Item 3c Open**

There was no open discussion of Old Business items.

**New Business**

**Item 4a Update on existing and/or proposed developments within the City of Battlefield.**

Rick Hess informed the Commission that since there is a Neighborhood Market being built on Republic Road, he would anticipate Price Cutter to put a hold on their proposed development within the City.

**Item 4b Open**

Shawn Battlagler suggested adding a member or two to the P&Z Commission. Having to cancel a meeting due to lack of member quarm can cause a hardship for residents of the City. Rick informed the Commission that he would review the volunteer applications and provide a name(s) of potential members at the next meeting.

