

**CITY OF COTTLEVILLE  
PLANNING AND ZONING MEETING MINUTES  
SEPTEMBER 5, 2023**

The Planning and Zoning Commission held their regular session meeting at City Hall located at 5490 Fifth Street Cottleville, Missouri.

Chairman Smith called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

Amy C. Lewis, City Clerk called roll and those present at roll call were:

Chairman Todd Smith	Present
Stephen East	Present
Terry Hogan	Absent
Jim Hennessey	Absent
Alderman Guccione	Present
Mayor Bob Ronkoski	Present
Pat Kelly	Present

There were five (5) members present and two (2) absent.

**Chairman & Commission Members Announcements**

None.

**Approval of Minutes**

Stephen East moved to approve the minutes from August 7, 2023. Mayor Ronkoski seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

**Old Business**

None.

**New Business**

A. Consideration of Cottleville Trails 1B Record Plat.

Pat Kelly moved to approve item A above. Alderman Guccione seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

B. Consideration of Cottleville Trails 2B Record Plat.

Alderman Guccione moved to approve item B above. Pat Kelly seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

C. A Public Hearing and Consideration of a Conditional Use Permit for an Office of a Medical Dentist at the Northeast Corner of Cottleville Parkway and Weiss Road.

Mayor Ronkoski moved to open public hearing item C. Pat Kelly seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

Larry Walker with Bax Engineering spoke to the Commission regarding the request above, which was previously reviewed and approved by the Commission in May 2022. Due to lack of activity, mainly due to the concrete storm water pipes and structures that are on back order the approved Conditional Use Permit has expired, therefore this is a request for a new one or an extension. Rich Francis, City Administrator stated they have a grading permit and the shipping delays have delayed the project making it even more difficult to meet the City's tight 6-month construction deadline requirement.

Matt Bauer, property owner, stated as soon as the storm water pipes and structures arrive construction will proceed, and he hoped if winter cooperates, construction could be completed in 6 months.

Debra Brook, 404 Mannington spoke to the Commission regarding the soil erosion near their back yard along with tall grass and gushing water during rainstorms. She stated she has provided a video of such to Mr. Rich Francis, City Administrator. She further stated the tall grass should be addressed by the City's code enforcement throughout the project and that it attracts dead animals, snakes and mosquitos.

Tamara Gossett, 412 Mannington Drive spoke to the Commission regarding mud run off after rainstorms that flows into their back yards.

Tammy Scott, 402 Mannington spoke to the Commission regarding brush behind their house. Mrs. Scott stated she should not have to email or call the City to get the property owner to stay on top of their own property maintenance.

Larry Walker, 408 Mannington stated he can see out his 2<sup>nd</sup> floor window the storm water that flares out and goes over top of the sewers into their yards.

Kate Bauer, property owner, stated MO-AWC, a gas leak from Fast Lane and a vacated pipeline has also caused delays and budget increases.

Mr. Francis stated, staff will meet with the property owners and require them to address the erosion, tall grass and weeds immediately.

Pat Kelly moved to close public hearing item C. Alderman Mike Guccione seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

Stephen East moved to approve item C contingent upon staff approval and concerns are addressed including:

- 1. The 8 foot concrete sidewalk shall be constructed across the entire frontage of the property. It shall connect to the existing walkway at Weiss Road*
- 2. Landscape area around the building shall be irrigated*
- 3. All HVAC equipment shall be screened*
- 4. The new sidewalk shall be constructed with the same setback from curb as the other side of Cottleville Parkway*
- 5. Either prepare a record/easement plat depicting easements for the adjacent property owner to connect to the proposed water and sanitary sewer or extend the utilities to the east property line.*
- 6. Ensure all open areas on the rear perimeter are screened by landscaping*

7. *A record plat will be required for the dedication of right of way on Cottleville Parkway*

Alderman Mike Guccione seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions.

**Board and Commission Reports:**

Nothing at this time.


**Additional Discussion**

Nothing at this time.

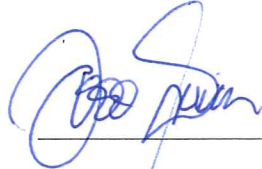
**Adjournment**

Alderman Mike Guccione moved to adjourn the meeting. Mayor Ronkoski seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions. 7:26 p.m.

Respectfully Submitted,

  
Amy C. Lewis  
City Clerk, MRM CMC

Approval Date: 10.2.23

  
Chairman Todd Smith

**CITY OF COTTLEVILLE  
PLANNING AND ZONING WORK SESSION MINUTES  
SEPTEMBER 5, 2023**

The Planning and Zoning Commission held their work session meeting at City Hall located at 5490 Fifth Street Cottleville, Missouri.

Todd Smith called the work session meeting to order at 6:30 p.m.

Amy Lewis, City Clerk called roll and those present at roll call were:

Chairman Todd Smith	Present
Stephen East	Present
Terry Hogan	Absent
Jim Hennessey	Absent
Alderman Guccione	Present
Mayor Bob Ronkoski	Present
Pat Kelly	Present

There were five (5) members present and two (2) absent.

**Regular Meeting Agenda Item Comments**

Rich Francis, City Administrator reviewed the agenda items with the Commission at this time which included; a conditional use permit for an office of a medical dentist at the northeast corner of Cottleville Parkway and Weiss Road which has expired after being approved back in May. Mr. Francis reported they have had some delays with infrastructure but plan to erect the building on Lot 2. He further stated he has prepared a list of conditions for approval which are the same as last time.

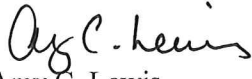
Stephen East reported he and his son in law have meet with neighboring residents near the future Cottle Village to ease their concerns regarding screens.

Mr. Francis reported 11 new parking spaces are soon to be constructed near the Post Office on Chestnut Street.


**Adjournment**

Chairman Smith moved to adjourn the work session meeting. Mayor Ronkoski seconded the motion. Motion was carried by affirmative votes of five (5) members. There were no nay votes and no abstentions. 6.58 p.m.

Respectfully Submitted,

  
Amy C. Lewis  
City Clerk, MRCC, CMC

Approval Date: 10.2.23

  
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Chairman Todd Smith