

City of Pleasant Hope

5492 Highway H, Pleasant Hope MO 65725

Planning and Zoning Commission Meeting-Monday, Feb.3, 2014

1. **Call to Order**-Chair Cathy Carleton called the meeting to order at 6:30 pm
2. **Roll Call**- Members present; Justin Adams, Cathy Carleton, John Homer, Anna Nold, and Jacque Wingard. Absent; Rebecca Pearson
3. **Approval of Agenda**-John Homer moved to approve agenda, Justin Adams 2nd, all in favor, none opposed
4. **Approval of minutes**-Minutes from the last meeting on Nov. 6, 2013 were read, Cathy called for a motion to approve, Jacque made the motion and Justin 2nd, all in favor, none opposed.
5. **Comments or questions from public**-
Business owner Lester Bivens asked if the cottage industry categories have been approved for Pleasant Hope zoning ordinances. *Yes, the zoning was approved by the city council with the addition of Cottage 1 and Cottage 2 industry amendments.
6. **Approval of zoning ordinances** by the city council was on Jan. 20, 2014. The information is available online, according to John, at www.cityofpleasanthope.com.
7. **New members for planning and zoning commission**- At this time, we have been unsuccessful in recruiting new members for the commission. Current members will continue to try and find interested residents.
8. **Cottage Industry Application Procedure**- Cathy presented options for businesses interested in this category in commercial or residential zoning areas.
 - a. Cathy suggested modifying the current business license application to have an option for **cottage 1** or **cottage 2** industries.
 - b. Jacque offered the idea of adding these options to the **"Type of Business"** line on the application. Current options are **Retail, Wholesale or Manufacturing**.
 - c. **Applying would include the following procedures;**
Apply for business license, If cottage 1 or 2 category is checked by applicant the City of Pleasant Hope will contact chair of Planning & Zoning, Chair of Planning & Zoning will contact the business owner to attend a meeting to clarify the type of business, public hearing to discuss the zoning issue at hand, the fee for posting the public hearing in the local newspaper would be paid by business owner.
 - d. The planning and zoning commission would like to have a Zoning coordinator to oversee the implementation of the zoning. We will check with local cities to find out if they have a firm or individual who contracts out for this job. Or, perhaps a person in our city with insurance or realtor experience would be helpful.
9. **Future Responsibilities of the commission**- Section 400.080 of the Pleasant Hope land use code states the powers and duties of the commission. In addition;
 - a. Help recruit a board of adjustment
 - b. Serve to review amendments & make recommendations to the city council on conditional use permits
 - c. Apply for grants for improvement projects in the city
10. **Election of officers**- We are waiting to elect officers until after the city council alderman positions are filled in the April 1, 2014 election. **Our next meeting is planned for Mon., April 7, 2014 at 6:30 pm.**
11. **Adjourn**- Meeting was adjourned by Cathy Carleton at 7:58 pm.

_____date_____

Cathy Carleton-Chair

_____date_____

Anna Nold-Secretary