

**MINUTES  
PLANNING AND ZONING COMMISSION  
CITY OF TOWN AND COUNTRY  
MAY 16, 2018**

**OPEN STAFF REVIEW**

Commission members and City staff held an open staff review meeting at 6:30 P.M.

Present at the meeting were Chairman Cima, Alderman Meyland-Smith, Commissioners Kuchan, Mueller, Omell, Sulewski and Wirth. Mayor Dalton, Commissioners Bolazina and Kreikemeier were absent.

Ryan Spencer, Planner, was present.

In City Attorney Steve Garrett's absence, Attorney Ed Sluys was present to represent the City.

The Commission discussed the agenda items. No votes were taken.

**REGULAR MEETING**

The regular meeting of the Planning & Zoning Commission of the City of Town and Country was held at 7:00 P.M. on Wednesday, May 16, 2018, at the Municipal Center, 1011 Municipal Center Drive.

**PLEDGE OF ALLEGIANCE**

Commissioner Mueller led the Pledge of Allegiance.

**ROLL CALL**

The following members were present for the 7:01 P.M. roll call: Chairman Cima, Alderman Meyland-Smith, Commissioners Kuchan, Mueller, Omell, Sulewski and Wirth. Mayor Dalton, Commissioners Bolazina and Kreikemeier were absent.

Ryan Spencer, Planner, was present.

Attorney Ed Sluys was present to represent the City.

**MINUTES – 04/18/18**

Alderman Meyland-Smith moved to approve the minutes, seconded by Mr. Kuchan.

Chairman Cima called for corrections or amendments.

Alderman Meyland-Smith moved to amend the minutes, as follows:

(New language bolded and underlined) (Deleted language shows as strikethrough)

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Skip Kincaid, Hansen's Tree Service, explained he was hired by the City to review the property and the discrepancies in the two natural resource studies **(SCI study completed in 2012 and the Loomis study completed in 2017)**.

Mr. Kuchan seconded the motion and a voice vote carried unanimously.

Hearing no further corrections the minutes of 04/18/18, as amended, were unanimously approved by voice vote.

**NEW BUSINESS**

1. **Conditional Use Permit** – A request has been submitted by Ann and Jack Cahill, owners, for approval of a Conditional Use Permit for an accessory structure (pergola), located at 13 Muirfield Lane, in the Suburban Estate (SE) Zoning District

Chairman Cima noted that the applicants submitted a withdrawal letter to City staff.

2. **Conditional Use Permit** – A request has been submitted by John Rahal and Laurie Marchel, owners, for approval of a Conditional Use Permit for an accessory structure (gate), located at 12826 Topping Manor Drive, in the Suburban Estate (SE) Zoning District

Kurt Stellhorn, Next Level Metal, was present on behalf of the request.

Mr. Stellhorn described the project as the installation of two gates for a circular driveway. He explained the gates have already been installed as they were unaware a Conditional Use was needed but since that time the gates have been welded open until receiving the proper approval. He also added that the gates have no power and, from his understanding, that the homeowners do not have a desire to install a locking mechanism.

In response to Mr. Kuchan, Mr. Stellhorn stated that he believes the homeowners would like them to close and function as a gate.

Ms. Mueller asked if an inquiry had been made to surrounding neighbors. In response, Mr. Stellhorn stated they have not been able to reach any of the adjacent neighbors for comments.

Alderman Meyland-Smith suggested continuing the agenda item for the property owners to appear and answer questions from the Commission.

Chairman Cima called for public comment.

Hearing none, Dr. Omell moved to continue the agenda item to June 20, 2018, seconded by Mr. Sulewski.

The roll call vote was: AYE, Chairman Cima, Alderman Meyland-Smith, Commissioners Kuchan, Mueller, Omell, Sulewski and Wirth; NAY, none; ABSTAIN, none; ABSENT, Mayor Dalton, Commissioners Bolazina and Kreikemeier.

The motion to continue carried unanimously.

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**OTHER BUSINESS****REPORT FROM BOARD OF ALDERMEN ON ACTION BY THE BOARD**

Alderman Meyland-Smith reported on the following item:

- Record Plat Amendment for Morrell Manor Subdivision received first reading at the Board of Aldermen meeting. He stated that a number of residents came to the meeting and voiced their opposition. He also mentioned that legal counsel advised that a super majority was not required in this case, even though a recommendation for denial was made by Planning & Zoning. Finally, he stated the next meeting for the item is on Tuesday, May 29, 2018.

**ADJOURN**

On motion of Ms. Mueller, seconded by Dr. Omell, the Commission unanimously voted to adjourn the meeting at 7:20 P.M.



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Paul Wirth, Secretary