

# PLANNING AND ZONING COMMISSION

## MINUTES OF THE MEETING OF MARCH 28, 2011

**MEMBERS PRESENT:** Connie McGeorge, Chairperson  
Laura Klusener, Vice Chairperson  
Ron Close  
Gary Falchetto  
Frank Slapar  
Brian Sullivan  
Joel VanBecelaere

**MEMBERS ABSENT:** Mike Creel  
Francis DeMott

**OTHERS PRESENT:** Jim Askins, 610 E Jefferson, Pittsburg  
Bruce Remsberg, PEC, 902 S. Broadway, Pittsburg  
Ralph McGeorge, 2301 N. Rouse, Pittsburg  
Andrea Turner, Administrative Assistant  
Todd Kennemer, Asst. Director of Public Works

The Pittsburg Planning and Zoning Commission met on Monday, March 28, 2011, at 7:00 p.m., in the Municipal Court Room of the Law Enforcement Center. Ron Close led the flag salute then Chairperson Connie McGeorge called the meeting to order at 7:00 p.m. with seven (7) members present.

**The first order of business was the approval of the minutes of the meeting of February 28, 2011.** Gary Falchetto moved, seconded by Frank Slapar, that the minutes be approved as submitted. Motion carried unanimously.

**The first order of business under Presentation of Requests and Petitions was to review a site plan submitted by Miller's, Inc. to relocate their parking lot and add onto their existing building located at 610 E. Jefferson Street.** Chairperson Connie McGeorge opened the **PUBLIC HEARING** by stating the request and then asked the applicant to comment on behalf of said request. Jim Askins and Bruce Remsberg were present to speak on behalf of the request. Mr. Askins explained that Miller's, Inc. was growing rapidly and was in need of more space. They are preparing for the next phase of their expansion, which includes adding onto their existing facilities. To do this, the parking lot needs to be relocated. Mr. Askins then explained that PEC has prepared the plans and Miller's, Inc. is hoping to start construction in May.

Bruce Remsberg explained the drainage plan and showed the easement that has been dedicated to the drainage of this new parking lot. He explained that all drainage will run toward Miller's property and into the existing drainage that was created back in 2009. Mr. Remsberg explained the current drainage system was designed for a larger flow than proposed drainage would create.

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Ron Close inquired about the size of the piping in the current drainage system. Bruce explained that the current piping is a forty-eight inch pipe that leads into a thirty-six inch pipe.

Joel VanBecelaere inquired if drainage would need to be addressed again if there were any future expansions. Mr. Askins responded by stating that it would not as all future expansions would be going over the existing parking.

In reviewing the Plan Approval Checklist, Todd Kennemer stated that screening for this property would need to drop to three feet at the front side setback and lighting would need to be directed so it does not shine onto the adjoining residential properties.

There being no further discussion, Joel VanBecelaere moved, seconded by Ron Close, to **APPROVE** the site plan. Motion passed unanimously.

**UNDER NEW BUSINESS**, Todd Kennemer provided the Commission with a rough draft ordinance and some ideas he had pulled from other cities for the purpose of getting a landscaping ordinance adopted by the Planning and Zoning Commission. He also provided photos from a local grocery store and a doctor's office as examples. Mr. Kennemer walked through a proposed point system with both the example properties. He also explained he would like to look at two more local businesses to see how they compare with the proposed point system.

Joel VanBecelaere felt this proposal was a good starting point and would like to look at the City's parking requirements as well as he felt the parking requirements could impact the point system to the landscaping ordinance.

Gary Falcetto inquired about the origination of the value of points assigned to each item. Mr. Kennemer explained that these particular numbers were from the Edmond, OK ordinances. He stated that these were just suggested numbers and would need to be tweaked by the Commission to fit Pittsburg.

Laura Klusener inquired who would be responsible for maintaining the landscaping and if it would be written in the ordinance and how it would be enforced. Mr. Kennemer explained that the owner would be responsible for the maintenance and the City's Codes Enforcement Division would be in charge of enforcement.

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Joel VanBecelaere inquired what the fine would be for violations and what the process would be to assure prosecution of violators. He also inquired about the number of times a violator could be prosecuted for the same offense and if the fines could be added to the owner's property taxes if not paid. Mr. Kennemer stated he would look into it and report back to the Commission.

Ron Close stated that he felt signage and parking should both be included in this ordinance as well as they too could affect the landscaping of a property.

Brian Sullivan stated that due to zoning issues exclusions to the ordinance would also need to be determined.

Laura Klusener suggested that City staff present the proposed regulations to some businesses coming into Pittsburg to get their thoughts about the new regulations.

Ron Close suggested that a special meeting be held on Monday, April 4, 2011, at 7:00 p.m., for the purpose of reviewing staff's findings to further establish the landscaping ordinance and parking requirements. The Commission agreed.

There being no further business to be discussed, Joel VanBecelaere moved, seconded by Ron Close, that the meeting adjourn. Motion carried unanimously and the meeting adjourned at 8:30 p.m.

Respectfully submitted,

Andrea Turner  
Administrative Assistant