

# PLANNING AND ZONING COMMISSION

## MINUTES OF THE MEETING OF APRIL 27, 2015

**MEMBERS PRESENT:** Tim Kundiger, Chairperson  
Dave Holloman, Vice Chairperson  
Francis DeMott  
Bob Gilmore  
Patty Horgan  
Earl Ward

**MEMBERS PRESENT:** Ron Close  
Brian Sullivan,  
Michael Swartz

**OTHERS PRESENT:** Troy Graham, Director of Planning and Community Services  
Andrea Holtzman, Administrative Assistant, Public Works

The Pittsburg Planning and Zoning Commission met on Monday, April 27, 2015, at 6:00 p.m., in the Municipal Court Room of the Law Enforcement Center. Chairperson, Tim Kundiger, called the meeting to order at 6:00 p.m. with six (6) members present. Mr. Kundiger led the flag salute.

The first order of business was approval of the minutes of the meeting of February 23, 2015. In this regard, Bob Gilmore moved, seconded by Earl Ward, that the minutes be approved as submitted. Motion carried unanimously.

The first order of business under Other Business was the review of the Planning and Zoning By-laws. There was a brief discussion regarding clarifying who was the Zoning Administrator. Troy Graham stated that is his position. Bob Gilmore asked if the Planning and Zoning Commission should be reviewing the Comprehensive Plan annually. It was decided this should be reviewed annually and would be done at the next meeting. It was agreed that the Commission would like both an electronic copy of the meeting packets containing the cases and items on the agenda every month as well as a hard copy by mail as normal.

There was a brief discussion regarding spelling errors and which edition of Robert's Rules was going to be followed. It was decided to have the reference to Robert's Rules removed and also in Article 6; number 3 to reword the statement to reflect THE Commission as a whole will fill all subcommittee vacancies.

There being no further discussion, Bob Gilmore moved, seconded by Francis DeMott to table the approval of the by-laws until the appropriate changes were made.

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Under New Business, was the review of parking regulations for RP-3, Planned Medium Density Residential, RP-4, Planned Apartment House, and all Commercially Zoned areas. Troy Graham brought some regulations from other cities. There was some discussion regarding the size of parking stalls.

After the brief discussion, Bob Gilmore moved, seconded by Dave Holloman to approve the changes in the parking regulations per the mark ups Mr. Graham brought to the Commission. This motion passed unanimously.

It was stated the ordinance will need to be rewritten and a public hearing will need to be held to change this ordinance and the changes will need to go before the Governing Body for final approval.

Also under New Business, There was a brief discussion regarding having the landscaping ordinance that currently applied to commercial properties also apply to RP-3 and RP-4 developments.

In this regard, Francis DeMott moved, seconded by Patty Horgan to approve to hold a public hearing regarding this change to the ordinance. This motion passed unanimously.

There being no further business, Francis DeMott moved, seconded by Bob Gilmore to adjourn the meeting at 7:21 p.m. Motion passed unanimously.

Respectfully submitted,

Andrea Holtzman  
Public Works Administrative Assistant