



MEETING MINUTES (APPROVED)

PLAN COMMISSION

Location: via Videoconference (Zoom)

Wednesday, February 28, 2024 at 5:00pm

The Plan Commission held its regular session on Wednesday, February 28, 2024 via Videoconference (Zoom). The meeting commenced at 5:02 pm and adjourned at 6:20 pm.

Call to Order – (5:02 pm) Chairwoman Holly called the meeting to order.

1. Roll Call

Present

Al Fleischer Jr.

Charles Gascon

Mark Harvey

Ellen Hartz

Margaret Holly

Patricia McQueen

Tori Gonzalez

Jeff Hales (Council Liaison)

Staff Present

Mary Kennedy, Planner

John Wagner, Director of Planning &
Development

John Mulligan, City Attorney

2. Approval of Minutes

- a. December 6, 2023 – Ms. Kennedy stated that she did not have notes of who made the first motion at the December 6, 2023 meeting related to TXT-23-04. Commissioner Fleischer stated he had made that motion. With this correction, the December 6, 2023 minutes were approved.
- b. December 27, 2023 – Chair Holly shared minor grammatical corrections to the minutes with staff prior to the meeting. With those corrections, the December 27, 2023 minutes were approved.
- c. January 24, 2024 – The minutes were approved with no corrections.

3. Public Comments – None

4. Old Business – None

5. New Business

a. Comprehensive Plan Implementation

Commissioner Gascon, Chair of the Comprehensive Plan Committee, led a discussion about the actions that are assigned to the Plan Commission. Most of the actions that identify the Plan Commission as a “Lead Coordinator” also identify the Department of Planning & Development as a “Lead Coordinator.” Many actions involve updates to the zoning code and encouraging development that align with the comprehensive plan.

There was discussion about when it's appropriate for staff and the Code Review Committee to begin working on revising sections of the zoning code to align with the comprehensive plan. One approach is in to work incrementally on sections of the code that are most urgent to address, in the meantime until a consultant is on board to do the full code update. There was concern that the full code update could take a long time, upwards of 1-2 years, and that it's important that development in the meantime not be stalled.

Commissioner Harvey noted that the code update process is also a great time to engage with the private subdivisions in University City, with topics related to allowable housing types, such as accessory dwelling units (ADUs). Commissioner McQueen also reminded the group that the comprehensive plan identifies "Supporting Entities" for each action. The Commission on Senior Issues is a "Supporting Entities" for the accessory dwelling units action.

There was some discussion about getting funds approved through the City Manager and City Council for the zoning code update, and when is best to begin writing an RFP. Commissioners and staff agreed it best to address code updates comprehensively with the support of a consultant; this would be the best use of commissioners' and staff time, and would result in a better, more cohesive product. Staff would begin work to request funds for hiring a consultant to update the zoning code. Then, an RFP would be put together to begin receiving bids for this work.

Commissioner Gascon motioned to recommend to City Council approving funding in the upcoming fiscal year for hiring a consultant to rewrite the City's Zoning Code. Commissioner McQueen seconded the motion. The motion passed with 7 ayes to 0 nays.

Commissioner Gonzalez suggested that the City ask other community members to get involved in the zoning code update process such as by serving on a committee. Commissioner McQueen also suggested that an effort should be made to engage the other boards and commissions in the City in the code update and to kick off comprehensive plan implementation in general.

6. Other Business – none

7. Reports:

- a. Council Liaison Report: Council Member Hales reported that he recently toured Crescent Plumbing and it's coming along very well. He will also be touring the Avenir site. He also shared with the Commission that he plans to run for Missouri State House of Representatives this fall.
- b. Staff Updates: Dr. Wagner shared that an offer of employment has been made for the planner position so that should be finalized soon.
- c. Housing & Third Ward Revitalization Task Force Report: Commissioner McQueen reported that the planning process will now wrap up in June. The consultants will be in town March 20-22 for community engagement. She also shared a reminder that when celebrating Black History Month, we should not view it only through the lens of exploitation and oppression, as that minimizes its importance.

8. Adjournment – The meeting was adjourned at 6:20 pm.