

**VILLAGE OF INNSBROOK
PLANNING AND ZONING MEETING MINUTES**

**Innsbrook Village Hall
1835 Highway F, Innsbrook, MO 63390
Wednesday, April 6, 2016, 7:00 PM**

AGENDA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) APPROVAL OF MEETING MINUTES
 - a. October 7, 2015
- 6) PUBLIC COMMENTS - Citizens who have concerns or remarks who wish to speak on Planning and Zoning matters may do so at this time.
- 7) RECOMMENDATION OF PLANNING AND ZONING TO BOARD OF TRUSTEES:
- 8) CHAIRMAN'S COMMENTS, REPORTS, APOINTMENTS
 - a. Vacancy Left by Carol McGill
 - b. Summary of Board of Trustees Meetings
- 9) UNFINISHED BUSINESS:
 - a. Septic System Regulations
- 10) NEW BUSINESS:
 - a. Boundary Adjustment Lot 16
 - b. Re-Plat Lot 1759
- 11) VOTE TO ADJOURN

MINUTES

The April 6, 2016 regular meeting of the Innsbrook Planning and Zoning Commission was held at Innsbrook Village Hall and called to order at 7:00 PM with Planning and Zoning Chairman Bob Soderholm presiding. Chairman Soderholm led the Pledge of Allegiance. A moment of silence was observed for the passing of Carol McGill. Upon Roll Call, Allen Huddleston, Jerry Rust, Bob Grah, Bob Soderholm, Mike Gambill and Bob Vogler were present. After roll call Chairman Soderholm announced that a quorum was present for the transaction of business. Also in attendance was Village Administrator/Clerk, Carla Heggemann.

APPROVAL OF AGENDA

Chairman Soderholm asked for a motion to approve the April 6, 2016 agenda. Motioned by Bob Vogler, seconded by Jerry Rust, to approve the agenda as submitted. All members present voted "Aye". Motion passed with a 6-0 vote. Motion was approved.

APPROVAL OF MINUTES

Motioned by Mike Gambill, seconded by Allen Huddleston to approve minutes from the previous Planning and Zoning Meeting held on October 7, 2015. All members present voted "Aye". Motion passed with a 6-0 vote. Motion was approved.

PUBLIC COMMENT - No one in attendance, none at this time.

RECOMMENDATION OF PLANNING AND ZONING TO BOARD OF TRUSTEES None at this time.

CHAIRMAN'S COMMENTS, REPORTS, APPOINTMENTS

- a. Vacancy Left By Carol McGill - Chairman Thomsen has been speaking to a few individuals about filling the vacancy.
- b. Summary of Board of Trustees Meetings - Carla Heggemann stated that the Board has been accomplishing routine business. Pamphlets have been sent out regarding the Out-Of-State Tax and MaryAnn Barton received a recognition from the Wright City School District.

UNFINISHED BUSINESS:

- a. Septic System Regulations - Bob Soderholm updated the Board on what he has been doing the past few months. The Village needs to adopt the State Requirements in Appendix A of the Village Zoning Regulations. Bob Soderholm has spoken with Matt Flake the Sanitarian of Warren County. After speaking with the St. Charles County Sanitarian, Bob Soderholm learned that she does the permitting and inspection process for the City of Foristell through a contract. Jeff Thomsen and Bob Soderholm presented a contract from the Village to the Warren County Commission to have the County do the permitting and inspection process. The Village has received a letter from the Warren County Commission stating that they were not interested in the contract. Bob Soderholm is now waiting for a response to an email sent to the Missouri Department of Health and Senior Services. Bob Soderholm distributed to the Commission and discussed a drafted update of Appendix A. Discussion was had on how to word the updated Appendix A.

NEW BUSINESS:

- a. Boundary Adjustment Lot 16 - After review and discussion of the boundary adjustment of Lot 16, Motioned by Mike Gambill, seconded by Jerry Rust to recommend approval of the boundary adjustment of Lot 16 to the Board of Trustees. By roll call vote, Jerry Rust - "Aye", Mike Gambill - "Aye", Bob Vogler - "Aye", Bob Grah - "Aye", Bob Soderholm - "Aye" and Allen Huddleston - "Aye". All members present voted "Aye". Motion passed with a 6-0 vote. Motion was approved.
- b. Re-Plat Lot 1759 - After review and discussion of the Re-Plat of Lot 1759, Motioned by Bob Vogler, seconded by Jerry Rust to recommend approval of the Re-Plat of Lot 1759 to the Board of Trustees. By roll call vote, Jerry Rust - "Aye", Mike Gambill - "Aye", Bob Vogler - "Aye", Bob Grah - "Aye", Bob Soderholm - "Aye" and Allen Huddleston - "Aye". All members present voted "Aye". Motion passed with a 6-0 vote. Motion was approved.

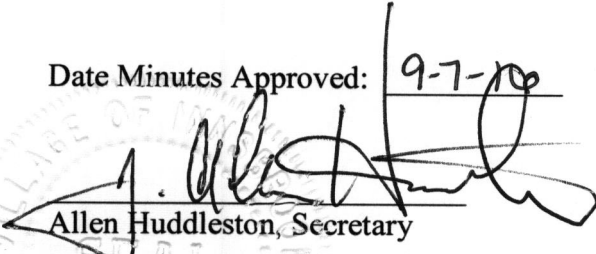
VOTE TO ADJOURN

Motioned by Mike Gambill, seconded by Allen Huddleston, to adjourn the regular meeting. All Members present voted "Aye". Motion passed with a 6-0 vote. Meeting adjourned at 7:50pm.

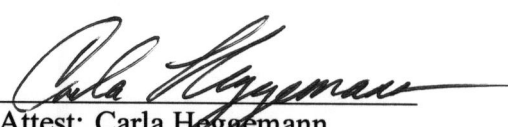
I hereby certify that these are the original minutes of the regular meeting of the Planning and Zoning Commission held on Wednesday, April 6, 2016.

Carla Heggemann, Village Administrator/Clerk

Date Minutes Approved: 9-7-16


Allen Huddleston, Secretary

(seal)


Attest: Carla Heggemann,
Village Administrator/Clerk