

**VILLAGE OF INNSBROOK
PLANNING AND ZONING
MEETING MINUTES
Wednesday, October 04, 2023, 5:00 PM**

AGENDA

- 1) CALL TO ORDER
- 2) OPENING CEREMONY
 - a. Pledge of Allegiance
- 3) ROLL CALL
- 4) ADOPTION OF AGENDA
- 5) **PUBLIC HEARING**
 - a. Amended Innsbrook Estates Plat 104
- 6) PUBLIC COMMENTS/GUEST SPEAKERS/PRESENTATIONS
- 7) APPROVAL OF MINUTES
 - a. September 06, 2023 Regular Session
- 8) CHAIRMAN'S REPORT/APPOINTMENTS
- 9) COMMITTEE REPORTS
 - a. Transportation Advisory Commission (TAC)
 - b. Village Planner (Streiler Planning)
- 10) UNFINISHED BUSINESS:
 - a. Special Use Permit - Wags and Whiskers; 13620 State Highway M
- 11) NEW BUSINESS:
 - a. Amended Innsbrook Estates Plat 104
- 12) COMMISSIONER ANNOUNCEMENTS
- 13) ADJOURNMENT

MINUTES

The Wednesday, October 04, 2023 regular meeting of the Village of Innsbrook Planning and Zoning Commission was at Village Hall, 1835 Highway F, Innsbrook, Missouri, in person as well as Zoom Video Conference, and called to order at 5:00 PM (CST) with Chairman Huddleston presiding. Chairman Huddleston led the Pledge of Allegiance.

Upon roll call, Commissioners Bernie Cosby, Allen Huddleston, Cheri Joyce, Brandon Pfeiffer, and Virgal Woolfolk were present. Commissioners Jerry Rust and John Simon were absent. Chairman Huddleston announced a quorum was present. Others in attendance in person included Village Administrator/Clerk - Carla Ayala, Village Planner – Todd Streiler, Keith Thompson - Innsbrook Corporation, Katie Joyce – Wags & Whiskers, Dennis Frazier – Frazier Land Surveying, Michael & Kathy Caton [42 S. Lionshead], Dan Reuter [2381 Alpine Grove], Mike Lyles [877 Redfox], Lynda Baker [1188 Turnberry], and Tracy Muse [13633 State Hwy M]. All other visitors attended this meeting via videoconference. Those attendees included, but were not limited to, Parker, Les Kauble, Donna West and Mike Wally.

ADOPTION OF AGENDA

Motioned by Commissioner Pfeiffer, seconded by Commissioner Woolfolk to approve the meeting agenda. Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote.

PUBLIC HEARING

Chairman Huddleston opened the public hearing to hear public comments regarding the Plat Application from Innsbrook Corporation for the amendment to Innsbrook Estates Plat 104. The Commission has received all necessary documents and all fees required to be in compliance with the plat application from Innsbrook Corporation. Public Notice has been published in the Warren County Record, at Village Hall and on the Village website. All neighboring property owners have been notified of this public hearing by Certified Mail. There were zero written comments received by the Village. No one in attendance voiced their concerns verbally. The public hearing was closed.

PUBLIC COMMENTS/GUEST SPEAKERS

There were no public comments from those in attendance.

APPROVAL OF MINUTES

Motioned by Commissioner Pfeiffer, seconded by Commissioner Woolfolk to approve the September 06, 2023 Planning and Zoning regular meeting minutes. Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote.

CHAIRMAN'S REPORT AND APPOINTMENTS

Chairman Huddleston did not have anything to report at this time.

COMMITTEE REPORTS

- a. Transportation Advisory Commission (TAC) – Commissioner Cosby was recognized to give a report.
- b. Village Planner (Streiler Planning) - The report of the Village Planner was received.
 - Dollar General – Conducted site visits and inspections for the Village.
 - Comprehensive Plan – Preparing the schedule and getting GIS maps of the Village.

UNFINISHED BUSINESS:

- a. Special Use Permit; Wags and Whiskers; 13620 State Highway M – Ms. Katie Joyce held a discussion with the Commissioners regarding the site plan amendment submitted to the Village. The Village Planner did a cursory review of the concept plans for Wags and Whiskers and sent a summary to Wags and Whiskers on September 27, 2023. As of this time the Village has not received a response to the letter. A modified site plan was handed out to the Commissioners showing an additional parking stall on the plan. The Commissioners stated that the letter dated July 31, 2023 from the Missouri Department of Natural Resources (DNR) has inaccuracies and they would like to wait until DNR reviews and corrects all of the inaccuracies before voting on this issue. Tracy Muse [13633 State Hwy M] is a neighboring property owner and voiced concern with the lagoon. The location, odor, possible contamination of ground water and nearby creek were the main concerns. Commissioner Pfeiffer voiced his concern about the lagoon design as well as the proposed pump and haul operation. Motioned by Commissioner Pfeiffer, seconded by Commissioner Woolfolk, to postpone review of the Special Use Permit until the November 01, 2023 meeting. By roll call vote, Commissioner Cosby – “Aye”, Commissioner Huddleston - "Aye", Commissioner Joyce - "Aye", Commissioner Pfeiffer – “Aye”, Commissioner Rust - Absent, Commissioner Simon - Absent, and Commissioner Woolfolk - "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote.

NEW BUSINESS:

- a. Amended Innsbrook Estates Plat 104 – Motioned by Commissioner Woolfolk, seconded by Commissioner Joyce, to recommend approval to the Board of Trustees, of the preliminary plat of Innsbrook Estates Plat 104. Mr. Keith Thompson reported that with the annexation of the 10.34 acres, they were able to refigure two lots into that annexed area. The Village Planner explained due process and informed the Commissioners that Innsbrook Corporation met all the requirements for approval. By roll call vote, Commissioner Cosby – “Aye”, Commissioner Huddleston - "Aye", Commissioner Joyce - "Aye", Commissioner Pfeiffer – “Aye”, Commissioner Rust - Absent, Commissioner Simon - Absent, and Commissioner Woolfolk - "Aye". Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Motioned by Commissioner Woolfolk, seconded by Commissioner Joyce, to recommend approval to the Board of Trustees, of the final plat of Innsbrook Estates Plat 104. Commissioner Cosby has an issue with paragraph number two on the plat plan regarding utility easements. By roll call vote, Commissioner Cosby – “No”, Commissioner Huddleston - "Aye", Commissioner Joyce - "Aye", Commissioner Pfeiffer – “Aye”, Commissioner Rust - Absent, Commissioner Simon - Absent, and Commissioner Woolfolk - "Aye". Motion passed and approved with a 4 "Aye", 1 "No", 0 Abstain vote.

COMMISSIONER ANNOUNCEMENTS

Commissioners did not have anything further to discuss at this time.

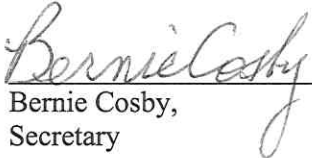
ADJOURNMENT

Motioned by Commissioner Joyce, seconded by Commissioner Woolfolk, to adjourn the regular meeting. Motion passed and approved with a 5 "Aye", 0 "No", 0 Abstain vote. Meeting adjourned at 6:57 PM.

I hereby certify that these are the original minutes of the regular meeting of the Planning and Zoning Commission held on Wednesday, October 10, 2023.

Date Minutes Approved: 2/7/24

Carla Ayala, Village Administrator/Clerk


Bernie Cosby,
Secretary


Attest: Carla Ayala,
Village Administrator/Clerk

(seal)

