



CITY OF WARRENSBURG, MISSOURI  
PLANNING AND ZONING COMMISSION MINUTES  
June 1, 2020

**1. Call to Order**

The meeting was called to order by Chair Mark Karscig at 5:30 PM via a video conference call.

**2. Roll Call**

Roll was called and members Bob Steinkuehler, Bryan Jacobs, Andy Kohl, Casey Lund, Steve Westhead, Shari Bax, and Mark Karscig were present. Members Jeff Terry and Dewayne Jackson were absent. Also present were Barbara Carroll, Director of Community Development, and Kristin Dyer, City Planner.

**3. Minutes of Previous Meetings**

Members reviewed the minutes. Kohl moved to approve the minutes from the March 2, 2020 meeting. Bax seconded. Approved 6-0 with Lund abstaining.

**4. Requests and Petitions Presented – None.**

**5. Motions, Resolutions, and Recommendations**

- 5.I A Final Plat of Mary Depp's Addition-Replat of Lots 32, 33, and 34, Block 6 620, 622, & 626 W. Market St.

Carroll summarized the staff report and explained the one staff condition of approval did not necessitate a change on the plat itself but would be included in the ordinance to City Council. Kohl questioned who owns the underlying land in an alley or right-of-way. Carroll stated the adjacent owners have fee simple interest in the underlying land and it revert back to where it came from when vacated by the City. There was some discussion about adjacent land uses and the specific alley being vacated. Kohl moved to approve the minor plat with the following condition:

- 1. The two existing buildings are required to be demolished prior to the plat being recorded so that no new non-conforming situations are created by the plat. The survey will need to be revised before the mylar is printed.

Steinkuehler seconded. Approved 6-0 with Lund abstaining. Karscig read and completed the Findings and Recommendation sheet.

**6. Other Business and Appearances by the Public - None**

- 6.I Appearance by Jim Skelton  
613 Burkarth Road

Carroll stated Mr. Skelton contacted staff via email and asked for his name and item to be removed from the agenda. Carroll read the email aloud to commissioners. No further discussion or action was taken.

- 6.II FY21 Budget Request

Carroll stated that staff was preparing the FY21 budget and three options were included in the staff report for commissioner training in the coming budget year. Those options were summarized. Carroll recommended the online training option as training and travel were being cut or severely restricted due to anticipated lower revenues from the impact of the COVID-19 shelter in place order. There was a discussion about the importance of training, budget projections, and whether staff would be able to attend the conference in-person or virtually and bring information back to the Commission. Steinkuehler moved to request \$225 for webinar training. Kohl seconded. Approved 6-0 with Lund abstaining.

#### 7. Comments of Commissioners and Staff

Steinkuehler asked staff what was going on with the Casey's construction site. Carroll explained the concrete contractor informed staff that all Casey's projects would go to have a two week shut down due to supply chain issues related to COVID-19.

Carroll stated there would be a need for a July meeting.

#### 8. Adjournment

Steinkuehler moved to adjourn the meeting. Bax seconded. Approved 6-0 with Lund abstaining. The meeting adjourned at 5:48 p.m.

Date:

7/6/2020

Chair

