

**City of Bellefontaine Neighbors  
Planning & Zoning Commission Minutes  
April 8, 2019**

The meeting was called to order by Bob Stolte at 7:00 pm.

Present: Members Stolte, Borzymowski, Weise, Gordon, Duhadway, Barrett, Alderwoman Dailes, City Engineer Klein, Inspector Raben, Mayor Doerr

Members were asked if there were any changes to the minutes of the P&Z meeting March 11, 2019. No changes were requested; motion to accept minutes was made by Weise, seconded by Borzymowski. The motion passed unanimously.

Bob Stolte had tendered his resignation as Chairman of Planning & Zoning since the last meeting. Nominations were solicited from members for a new Chairman. Gordon nominated Mike Weise, seconded by Barrett. The motion that Weise becomes the new Chairman of Planning & Zoning passed unanimously.

A motion was made that Matt Borzymowski be nominated for the position of Vice Chairman by Gordon, seconded by Weise. The motion passed unanimously.

Barrett was asked by Stolte if he would accept position as Secretary, recording meeting minutes. Barrett agreed.

Chairman Stolte discussed conditional use permits for in-home child care applications. He stated that additional conditions can be added without forbidding them in the city. An actual application was circulated to members as reference.

Alderwoman Dailes asked if a background check could be added as a requirement. Chairman Stolte stated Planning & Zoning can only make recommendations to the Board of Alderman. The BOA can add that requirement to the ordinance pertaining to in-home child care facilities if they decide to do so.

Mayor Doerr said the Board of Alderman can add restrictions to the conditional use permit (CUP), for example, a renter can be required to obtain a signed & notarized letter from the property owner, similar to recent experiences.

Alderwoman Dailes asked if having someone with first aid training could be made a requirement. It was explained that would be the province of the Board.

Gordon asked if parking & traffic can be addressed; Engineer Klein stated it is already covered in the ordinance.

Weise asked Mayor Doerr if P&Z can recommend a number of requirements and if the Board of Alderman can approve some, all or none of them. Mayor Doerr confirmed that is the case. It is up to the BOA to alter the ordinance. Mayor Doerr stated the Police Chief will not perform background checks; those are performed by St. Louis County.

Stolte asked if Planning & Zoning would like to offer recommendations to the Board that evening for in-home child care facilities or hold off until a future meeting. Borzymowski requested time to review the matter and take it up at the next meeting. A suggestion was made for members to bring a list of recommended additions or changes to the in-home child care ordinance.

Engineer Klein provided copies of similar ordinances from Florissant and Crestwood. He also stated that renewals might be required annually. In consensus, all members agreed to hold off ruling on in-home child care applications until a later meeting.

Inspector Raben stated he received a letter from Trimarc Metals at 630 St. Cyr Road asking if the unused facility at 665 St. Cyr Road is zoned properly so that their operations could be moved to it. A brief discussion was held stating the latter facility is already zoned properly for the intended industrial use. The City Attorney may author the City's response letter.

Chairman Stolte thanked everyone for their support over the eight years he has been Chairman. Mayor Doerr thanked Bob for his eight years of service and Engineer Klein for his attention to detail.

A motion to adjourn was made by Borzymowski and seconded by Weise. The meeting adjourned at 7:40 pm.

Respectfully Submitted,

Pat Barrett