

**City of Bellefontaine Neighbors
Planning and Zoning Commission Minutes
April 10, 2017**

The meeting was called to order by Chairman Stolte at 7:05 p.m.

Present: Chairman Stolte; members Baker, Barrett, Bogaski, Borzymowski, Wiese; City Inspector Rabin, Alderman Jordan and Mayor Doerr

Excused: City Engineer Lum

The minutes of the March 13, 2017 meeting were reviewed. A motion to approve the minutes was made by Borzymowski and seconded by Bogaski. Motion passed unanimously.

Agenda:

Ms. Michelle Dohrman was present representing St. Charles Tower. St. Charles Tower is requesting a Conditional Use Permit to erect a 150 foot monopole cell tower on the property at 800 Chambers Road. The property is currently owned by the Knights of Columbus, Santa Cruz Conference. Ms. Dohrman explained that the tower would be surrounded by a 50x50 ft. 6 ft. high chain link fence and topped with 12 gauge barbed wire. The tower is designed to accommodate three carriers at this time. The area will be secured with a combination lock. The tower will be designed to blend in with the existing power lines which run along the railroad tracks on the east end of the property. A site plan was provided for the Commission to review.

Chairman Stolte read from City Codes 29-76 and 29-97 which reference required setbacks. Ms. Dohrman said that St. Charles Tower was aware of the code and that the setbacks on the plans were within the city codes. Member Borzymowski asked if environmental and geological surveys will be conducted. Ms. Dohrman said these surveys will be conducted. There being no further discussion Chairman Stolte asked for a motion to request that the Board of Aldermen schedule a public hearing at their May 18 meeting. A motion was made by Wiese and seconded by Barrett. The motion passed unanimously with member Borzymowski excusing himself because he is a member of the Knights of Columbus.

The Commission discussed future policy when there are no items on the Planning and Zoning Commission agenda. Following the discussion, a vote was taken by the members and it passed unanimously with the following stipulations: The meeting will be cancelled no sooner than the Friday prior to the scheduled meeting, the members will not be compensated for cancelled meetings, the Commission will meet at minimum quarterly, and if there is no formal agenda, the Mayor may request a meeting to update the Commission on city business pertinent to the Planning and Zoning Commission.

There being no further business, a motion to adjourn was made at 7:35 p.m. by Bogaski and seconded by Borzymowski. The motion passed unanimously.

Respectfully submitted,

Bob Stolte

The next meeting of the Planning and Zoning Commission will be held on May 8, 2017 at 7:00 p.m.