

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
PLANNING AND ZONING COMMISSION
ON
MONDAY, SEPTEMBER 23, 2013 AT 7:30 A.M.**

I. CALL TO ORDER

Chairman Purifoy called the meeting to order at 7:32 a.m.

Present:

William Purifoy, Chairman
Jean Krivan
Catherine Wile

Robert G. Croyle, Vice Chairman
Gerald Teel

Absent:

Eric Herleth
Andrew Newton

Others Present:

Karen Glynn, City Administrator
Steve Smith, Dir of Public Wrks/Bld Official
Mr. Loren Smith, City Attorney
Councilman John Glover
Kelly Johnson, City Secr./Dir of Finance

II. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF OFFICERS (CHAIRMAN AND VICE CHAIRMAN)

Loren Smith, the City Attorney, said this process is done every year.

Motion was made by Jean Krivan and seconded by Gerald Teel to nominate Bill Purifoy as Chairman. The motion carried 5-0.

Motion was made by Jean Krivan and seconded by Catherine Wile to nominate Bob Croyle as Vice-Chairman. The motion carried 5-0.

III. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE JUNE 6, 2013 MINUTES

Motion was made by Bob Croyle and seconded by Jean Krivan to approve the minutes of June 6, 2013 as submitted. The motion carried 5-0.

IV. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE JULY 16, 2013 MINUTES

Motion was made by Gerald Teel and seconded by Catherine Wile to approve the minutes of July 16, 2013 as submitted. The motion carried 5-0

V. WORKSHOP TO REVIEW AND DISCUSS A WORKPLAN AND POSSIBLE RECOMMENDATIONS TO THE MAYOR AND CITY COUNCIL FOR AMENDMENTS TO THE CURRENT SUBDIVISION AND ZONING ORDINANCES

Chairman Purifoy said the last time the subdivision and zoning ordinances had thoroughly been reviewed was back in 1990.

Karen Glynn, City Administrator, said city council has given charge to the Planning & Zoning Commission to review the city's zoning and subdivision ordinances to ensure that the code is clear, concise, and understandable for both the staff and people that come and want to develop and build in the city. She said all of this while the city maintains its infrastructure.

Karen Glynn suggested to the commission that they may want to divide into smaller groups and one group tackle the subdivision ordinances and the other group tackle the zoning ordinances.

Loren Smith, City Attorney, was asked about the tree ordinance and why it was not in the zoning ordinances. He said they suggested that it probably is better not being in the zoning ordinances because of the procedures that are required to amend it. He said the procedures are that it has to go before the Planning & Zoning Commission and then a recommendation has to be made to council. He said typically it takes more time and costs more, making it harder for a variance.

Many items were discussed among the commission and they agreed the areas of concern were the following:

1. Cul-de-sac Lots / Replats
2. Drainage / Impervious Cover
3. Trees
4. Pre-Develop – What They Submit
5. Variances
6. Other Items – Secondary Items

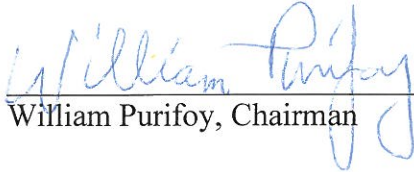
The commission decided to have staff and the city attorney develop concepts and the language for the items listed and bring it back to the commission for further discussion.

The commission will meet again from 7:30 a.m. to 9:30 a.m. on October 17, 2013.

VI. ADJOURN

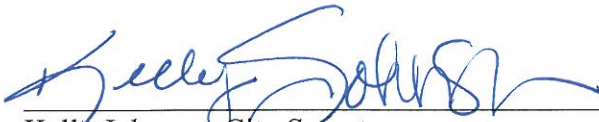
Chairman Purifoy announced the closing of the Planning and Zoning Meeting at 9:06 a.m.

Approved and accepted on October 17, 2013



William Purifoy, Chairman

Attest:



Kelly Johnson, City Secretary