

CITY OF FRONTENAC



MINUTES OF THE CITY OF FRONTENAC
PLANNING AND ZONING COMMISSION
REGULAR MEETING
VIA VIDEO-CONFERENCING
TUESDAY, NOVEMBER 30, 2021, 6:00 PM

A. **CALL TO ORDER:** The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m. by Mr. Kin Watkins, Chairperson.

B. **ROLL CALL:** The other members present were:

Kin Watkins	Bob Bauer
Elizabeth Hartwig	Kim Jackman Tompras
Chris Kehr	Steve Taaffe
Alderson Tom O'Brien	Chris Hyams arrived at 6:05 p.m.

Building Consultant, Ellen Rottjakob; Building Commissioner, Jared Reid; City Administrator, Jaysen Christensen; City Clerk, Leesa Ross; and City Attorney, Edward Sluys were also in attendance.

C. **APPROVAL OF AGENDA:**

Chairperson Watkins asked for a motion to approve tonight's meeting agenda.

Motion to approve the agenda was made by Mr. Kehr and was seconded by Ms. Hartwig. All commission members voted "Aye"; the motion passed unanimously.

D. **APPROVAL OF MINUTES:**

No motion was made to approve meeting minutes.

E. **CHAIRMAN'S COMMENTS:**

Chairperson Watkins thanked the members for participating. He also wished everyone had a wonderful Thanksgiving and best wishes in the holiday season.

F. **COMMENTS BY COMMISSION MEMBERS:**

No comments were made by any commission members.

G. **PUBLIC FORUM (PRESENTATION OF REMARKS AND/OR PETITIONS)**

No comments were given at this time.

H. ZONING ADMINISTRATOR’S REPORT:

No comments were made by Mr. Reid or Ms. Rottjakob.

H. UNFINISHED BUSINESS:

None

I. NEW BUSINESS:

1. **PZ07113021-01**: Request approval of a preliminary subdivision plat for the property located at 10316 Anzeiger Drive. Zoned R-2

Ms. Rottjakob stated the applicant is Mark Manlin who is proposing to consolidate lots which will be 62 ½ feet wide. A single-family residence has been demolished and there are plans to develop a new single-family residence. There was one single family home on the lot prior to demolition.

2. **PZ07113021-02**: Request approval of a preliminary subdivision plat for the property located at 10408 Anzeiger Drive. Zoned R-2

Ms. Rottjakob stated the applicant for this project is also Mark Manlin. This parcel is 50 feet wide. She said it is impossible to make it a 75-foot lot. She said both lots are non-confirming lots. If approved by the Planning & Zoning Commission, there will be a recommendation for approval that will need to go to the Board of Alderpersons.

Mr. Watkins asked for approval of both items in one motion.

MOTION: Mr. Kehr made a motion and Mr. Bauer made a second for the approval and referral to the Board of Alderpersons of a preliminary subdivision plat for the properties located at 10316 Anzeiger Avenue and 10408 Anzeiger Avenue, zoned R-2. All Commission members present voted “Aye”. Motion passed by a vote of 8-0.

J. ANNOUNCEMENT OF NEXT MEETING:

There was discussion about the upcoming meeting date. Due to staff members vacations on December 28, Mr. Watkins suggested holding the meeting on Tuesday, January 4, 2022. All members stated they were available for a meeting on that date.

Ms. Rottjakob stated that the Barry Simon project may come in soon, and if so, a meeting may be called to review that proposal.

K. **ADJOURNMENT:**

MOTION: A motion was made by Mr. Kehr and a second was made by Ms. Hartwig to adjourn the meeting. All Commission members voted “Aye”. The motion passed unanimously.

The meeting adjourned at 6:13 p.m.