

Southampton Neighborhood Association - Policies

Policy 100 - Standing Committees

(Adopted May 12, 2021 and Thereafter Amended)

Policy 101 - Property & Land Use Committee

Section 1 Overview. The Southampton Neighborhood Association Property & Land Use Committee will serve to evaluate any property or land use within the bounds of the Southampton Neighborhood and make a recommendation to the Executive Board and/or General Membership to support, oppose, or seek conditions for any proposed use requiring a variance, Conditional Use Permit (CUP), excise permit(s), etc.

Section 2. Chairperson. The chairperson shall be appointed by the President of the Southampton Neighborhood Association. The chairperson may appoint the remainder of the committee. The chairperson shall be responsible for scheduling all meetings of the committee. The chairperson shall serve as a member of the Association's Executive Board but will be allowed only one vote if already serving on the board in another capacity.

Section 3. Duties of the Committee. The Property and Land Use Committee shall:

1. Regularly monitor City of St Louis meeting agendas for Excise Hearing, Conditional Use Hearing and/or the Board of Adjustment for any agenda items within the boundaries of the Southampton Neighborhood Association.
2. Receive all requests for letters of support for Conditional Use Permits, zoning variances, rezoning and similar matters within the Southampton Neighborhood.
3. Develop and implement a written process for evaluating all property and land use matters, including, but not limited to Conditional Use Hearings and Board of Adjustment Hearings. This process shall be used to make any recommendations to the Executive Board and General Membership. This process may include:
 - A. Solicitation of input from all member and non-member neighbors (residents, property owners, business owners, etc.) within a determined radius of the property/land use being evaluated.
 - B. Solicitation of input from all members of the Association.
 - C. Solicitation of information from the property-business owner applying for the Conditional Use, Zoning Variance, Excise License, etc. through a standard questionnaire.
 - D. Conduct meetings as needed to facilitate question and answer opportunities for interested members and non-member neighbors.

Policy 200 - Financial Policies

(Adopted May 12, 2021 and Thereafter Amended)

Section 1. Membership and Product Payments. On-line credit card payments are processed by the processing company recommended by our membership software

Southampton Neighborhood Association - Policies

company and provides both a discount and technical support. Rechargeable credit card readers from the processing company are available for use in off-site locations by up to two elected officers. Elected officers process manual payments and make deposits to the checking account.

Section 2. Packages. When packages need to be delivered to SNA, the approved US Post Office address can be used: Southampton Neighborhood Association, 3232 Clifton Avenue #5183, St. Louis, MO 63139.

Section 3. Active Membership List & Admin App. The active membership list is maintained by the Treasurer. Every Board member will download and use our software's Admin App to use when roll call votes are required in our member meetings.

Section 4. Debit Cards, Business Accounts, Credit Cards. Individual debit cards are approved for use by the President and by the Treasurer. Accounts can be set up at local businesses using this card and with the approval of either the President or the Treasurer. Credit cards are not approved for use.

Section 5. Business Checks. The business checkbook is maintained by the Treasurer. In an emergency single checks can be obtained from the bank and used. All officers are to maintain a current signature card at the bank.