



PLANNING COMMISSION MINUTES

Regular Meeting
Wednesday, August 14, 2019
7:00 p.m.

1. CALL TO ORDER AND FLAG SALUTE

Chair Whalen called the meeting to order at 7:00pm and Commissioner White led the flag salute.

2. ROLL CALL

Present: Chair Whalen, Vice Chair LaVergne, Commissioners Gillespie, Sweat and White.

Absent: Commissioners Balsley and Boyle

Staff Present: Trisha Summers, City Clerk

Motion "to excuse Commissioners Balsley and Boyle from tonight's meeting" (Gillespie/LaVergne) **Passed 5/0**

3. ADDITIONS, DELETIONS TO AGENDA

Vice Chair Whalen asked to have Election of Officers added as item 6A. Chair LaVergne has stepped down as Chair so elections of new Chair and Vice Chair need to be done.

4. CITIZEN PARTICIPATION

Christine Phillips, 19th Ave Ct- asked to have the July 10th meeting minutes edited to correctly reflect her comments. Minutes need to be corrected to remove the school listed as not being allowed in the single-family zoning district.

Kevin Ringus, 19th Ave Ct- apologized to the Commission about a comment that he made at the July 10th meeting about the group's productivity.

5. APPROVAL OF MINUTES

A. July 10, 2019 minutes

Motion "to approve minutes for July 10, 2019 as amended."

(Gillespie/Sweat)

Passed 5/0

6. REGULAR AGENDA

A. Election of Officers

Chair LaVergne thanked the Commission for allowing him to serve as Chair but has decided to step down due to his busy career and family responsibilities. Mr. LaVergne would like to continue as a commissioner.

Vice Chair Whalen called for nominations for Chair.

Chair LaVergne nominated Vice Chair Whalen and she accepted; no others were nominated.

A vote was taken and the motion to elect Jacquelyn Whalen as the Chair for the remainder of 2019 passed 5/0.

Chair Whalen called for nominations for Vice Chair.

Commissioner Gillespie nominated Commissioner LaVergne as Vice Chair and he accepted; no others were nominated.

A vote was taken and the motion to elect Ryan LaVergne as Vice Chair for the remainder of 2019 passed 5/0.

B. Improving the Planning Commission Protocols

Chair Whalen opened the conversation regarding materials presented at the last meeting: *Improving Planning Commission Protocols, Improving the Resources and Tools of a Planning Commissioner, Improving the Commission's Communication with our Mayor, Staff, and Community*. Ms. Whalen briefed the Commissioners on items that had been edited in those documents as part of the discussion at the July 10th meeting.

The discussion on how the Commission could better communicate via the Commission's Subcommittee with Mayor, Council, and Staff in order to build cohesion, keep all parties informed, and identify the resources needed to accomplish the Work-Plan included considering changing the Commission's meeting schedule. Vice-Chair LaVergne offered to survey Commissioners via an e-mail - routed through Clerk Summers' email - to learn about alternative days and times for regular commission meetings that members could attend.

Chair Whalen will contact the Mayor and keep Commissioners aware of the plan to present next steps to Council.

C. Salvation Slavic Baptist Church

Chair Whalen passed out letter to Commissioners from Public Works Director, Nick Afzali regarding the Salvation Slavic Baptist Church. In discussing what, or how, the Commission would like to comment about the Church's development application, Mr. Afzali's closing statements in his letter noted that the Church's development application will not come before the Planning Commission as part of the City's formal process of review and decision regarding the conditional use permit [CUP]. Ms. Whalen encouraged Commissioners to attend the hearing and present comment to the Hearing Examiner. She cautioned for the necessity that Commissioners define their comments as their own thoughts and not as if they were speaking on behalf of the Milton Planning Commission.

D. Vacant Building Regulations

Chair Whalen researched and found Dangerous Buildings, MMC Chapter 15.03, and requested that it be included in the agenda in the packet as a way to respond to the Attorney's comment that most cities deal with the topic of vacant buildings in their nuisance regulations, rather than the approach that the Commission had worked from. Commissioners would like guidance from Council as to whether they would like to leave chapter 15.03 as is or if they would like some of the work that the attorney supports on the vacant building draft to be added to this existing code.

Commissioners agreed to search the Milton Municipal Code for existing regulations in the future before starting work that was assigned on their work plan so as not to duplicate their efforts.

E. Accessory Dwelling Units

Motion "to table the topic of Accessory Dwelling Units until the September 11, 2019 meeting." (White/LaVergne) **Passed 5/0**

7. COMMISSIONER REPORTS

Chair Whalen

- Thank you for your confidence in me as Chair, it's a position that I don't take lightly and I'm happy to step up and Chair for the remainder of 2019.
- National Night Out was a great success, growing each year.
- Would Commissioners like anything changed or added to their Orientation notebooks? Think about it and let me know at our next meeting.

Vice Chair LaVergne

- Thank you for allowing me to continue as your Vice Chair.
- Will be volunteering at Milton Days driving golf carts this Saturday 8-12.
- Chair will send email to recap this meeting to absent members.

Commissioner Sweat

- Gave Civil Service Update

Commissioner Gillespie

- Thanked Chair Whalen for finding the Dangerous Building code.

Commissioner White

- No report.

8. ADJOURNMENT

The meeting was adjourned at 8:56 PM.



Chair Jacquelyn Whalen