



PLANNING COMMISSION MINUTES

Regular Meeting
Monday, December 2, 2019
4:00 p.m.

1. CALL TO ORDER AND FLAG SALUTE

Chair Whalen called the meeting to order at 4:00pm and led the flag salute.

2. ROLL CALL

Present: Chair Whalen, Commissioners White, Boyle and Sweat.

Absent: Commissioner Balsley and Vice Chair LaVergne

Staff Present: Clerk Trisha Summers

Motion "to excuse Commissioner Balsley and Vice Chair LaVergne from today's meeting" (Boyle/Sweat) **Passed 4/0**

3. ADDITIONS, DELETIONS TO AGENDA

Chair Whalen advised Commission that she has not had time to proofread the minutes from November 4, 2019 meeting so they aren't included in this packet.

4. CITIZEN PARTICIPATION

None

5. APPROVAL OF MINUTES

A. November 4, 2019 minutes

Minutes not ready to be approved at this time.

6. REGULAR AGENDA

A. Lessons Learned as a result of Commission's 11/4/19 Meeting

Chair Whalen reviewed the November 4th meeting with Commissioners and asked if the meeting schedule is still working and how members would like packets in advance of the meeting. It was decided that members would like their packets one week before their meetings for review and that the 4-6 time frame is working for everyone.

B. Commissioner Contact Information and Preferences

Chair Whalen passed out a current contact sheet for all commissioners and asked them to go through and make notes as to what they would like their primary method of contact to be. The information was given back to the Clerk and will be compiled into an updated document.

C. Commissioner's Work Plan for Year 2020

Chair Whalen asked for input from commissioners regarding any subject matter they would like to see added to their 2020 work plan. Commissioner Boyle would like to have Chapter 17 of the Milton Municipal Code added for a review of procedures associated with notifications of projects.

D. Accessory Dwelling Units

Discussion continued on Accessory Dwelling Units (ADU) and how to begin work on the code. Commissioners were encouraged to look into other codes and bring back the "what" they envision ADU's to be to next meeting.

E. Election of Officers

Commissioners decided to hold election next month when all members are present.

7. COMMISSIONER REPORTS

Chair Whalen

- It has been an honor to be the 2019 Chair and looking forward to 2020.
- Best of Luck to Jim Gillespie as he moves from Commissioner to Councilmember.

Commissioner Boyle

- The tree lighting is 12/7, wear your Planning Commission name tags and come and mingle at this wonderful community event.
- The last council meeting audio regarding the closed record meeting was a good listen. Encouraged commissioners to listen.

Commissioner White

- Nothing to add

Commissioner Sweat

- Updated on Civil Service Commission

8. ADJOURNMENT

The meeting was adjourned at 5:39 PM.



Chair Jacquelyn Whalen

