



PLANNING COMMISSION MINUTES

Regular Meeting
Monday, January 6, 2020
4:00 p.m.

1. CALL TO ORDER AND FLAG SALUTE

Chair Whalen called the meeting to order at 4:01pm and led the flag salute.

2. ROLL CALL

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

Absent: none. There is one position currently vacant.

Staff Present: Clerk Trisha Summers

3. ADDITIONS, DELETIONS TO AGENDA

None

4. CITIZEN PARTICIPATION

None

5. APPROVAL OF MINUTES

A. November 4, 2019 minutes

Motion "to approve November 4, 2019 minutes." (Sweat/LaVergne)
Passed 6,0

B. December 2, 2019 minutes

Motion "to approve December 2, 2019 minutes." (Balsley/Sweat)
Passed 6,0

6. REGULAR AGENDA

A. Election of Officers for 2020

Chair Whalen explained that with the start of a new year, there are openings for Chair and Vice Chair once again. The process was explained to commissioners and the nominations were opened.

Ryan LaVergne nominated Jacquelyn Whalen for 2020 Chair. She accepted the nomination and there were no other nominations for Chair. A vote was called for Jacquelyn Whalen for Chair and vote passed 6,0.

Ryan LaVergne nominated Tom Boyle for 2020 Vice Chair. He accepted and there were no other nominations for Vice Chair. A vote was called for Tom Boyle for Vice Chair and vote passed 6,0.

B. Work Plan Topics

Chair Whalen asked the commissioners if there were other topics that they would like to see added to the current work plan for 2020. After discussion, it was decided that a complete review of the zoning code, a review of the vacant buildings code from staff before it goes to council and tree regulations be added to the work plan. Chair Whalen will look into the possibility of presenting the additions to council during their retreat.

It was also discussed to add a section to the meeting agenda for work that is in process to allow the Commission to be made aware of updates on the items that they have worked on and turned over to staff for completion.

C. Accessory Dwelling Units

The Commission discussed Accessory Dwelling Units (ADU) and what they wanted them to look like in the city. Discussion about whether or not they were needed and what their physical appearance would be ensued. At the next meeting, the focus will be on more detail about specifications, setbacks, etc.

Commissioners were asked to look at the information provided from MRSC and be familiar with the material and also review what other cities have adopted to help in the discussion.

7. COMMISSIONER REPORTS

Chair Whalen

- Thank you for electing me Chair again for 2020!
- Have a look at the Development Status report that was handed out earlier.
- Check the city website for land use notices to stay aware of happenings.

Vice Chair Boyle

- Appreciate the nomination and voting me as your Vice Chair.
- Do we have any applications for our open commissioner spot?

Commissioner White

- Nothing to add

Commissioner Sweat

- Updated on Civil Service Commission

Commissioner Balsley

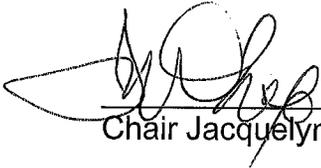
- Sorry for missing the meeting last month due to sickness.
- Updated on Tree Lighting event. Thanks to Commission and Council for their help with this event.

Commissioner LaVergne

- Sorry for being out at the last meeting.
- Looking forward to a new year and new commissioner coming on board.

8. ADJOURNMENT

The meeting was adjourned at 6:03 PM.



Chair Jacquelyn Whalen

