

## PLANNING COMMISSION MINUTES

**DATE:** November 9, 2015

**TIME:** 4:30 p.m.

**PRESENT:** Chairperson Davis, Vice-Chair Hahn, Commissioners Boettcher, Porter, Buelow, Ballard, M. Olson, and P. Shortridge

**ABSENT:** L. Olson

**STAFF PRESENT:** City Planner Mark Moeller; City Planner Carlos Espinosa

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The meeting was called to order at 4:30 p.m. by Chairperson Davis.

### Approval of Minutes – October 12, 2015

The minutes for October 12, 2015 were approved without changes upon motion by Commissioner M. Olson and second by Commissioner Buelow.

### Public Hearing – Final Plat – Emerald Valley Subdivision

Chairperson Davis opened the public hearing and asked if the petitioner would like to describe the project. Gail Lemmer stated that the project involves splitting 26 acres in ½ to facilitate development of single-family homes. The intent is that each new parcel would have a house and a garage on it.

Next, Chairperson Davis called on Mr. Moeller to present the staff report. Mr. Moeller reviewed the item with the Commission and stated that staff recommended approval with the five conditions noted in the staff report.

After the presentation, Chairperson Davis asked if there was anyone who would like to speak regarding the item. There being no one desiring to speak, Chairperson Davis closed the public hearing.

Next, Chairperson Davis stated that she had been out to the area and that it was quite mushy. As such, she was concerned about the stormwater drainage. Ms. Davis also asked if the access easement would still be valid if the property were sold. Mr. Moeller responded that stormwater drainage is a consideration with the plat and that one of staff's recommended conditions is for a grading management plan submitted to the City Engineer prior to any development. Mr. Moeller also confirmed that the access easement would run with the property and would still be valid if the property were sold.

Next, Ms. Davis asked about language banning stock cars in the subdivision. Ms. Lemmer explained that was a private covenant agreed upon by Brezas, Van Horns, and the Lemmers due to concerns about noise.

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There being no further questions, Commissioner Boettcher made a motion to approve the item. The motion was seconded by Commissioner Ballard and approved unanimously.

### Development Code Update

Jeff Miller from HKGI presented the document in the Commission's packets. Mr. Miller asked if there were any surprises from the notes on the stakeholder meetings.

Various Commissioners noted that the list of input from Council members was shorter than other groups, and that it was important to ensure that Council is involved in the process. Mr. Miller noted that one reason the list was smaller was due to the shorter time frame for the Council input meeting. Mr. Miller agreed that it's important for Council to be involved and noted that there will be a joint Council and Planning Commission meeting/workshop scheduled in early 2015.

Commissioner Shortridge noted that it will be important to examine how the Downtown National and Local Historic Districts relate to one-another and the proposal for design standards in the greater downtown area. Mr. Shortridge stated that it may be beneficial to align the districts to the greatest extent possible.

Chairperson Davis asked about the audience for the final document. Mr. Miller stated that the code will continue to be a technical document necessitating administration by City staff, but it will be made easier to understand and interpret by adding updated definitions, consolidating land uses into a reference table, and providing illustrations.

Various Commissioners asked about the relevance of the Comprehensive Plan. Mr. Miller stated that the document from 2007 remains a good guide for the development update. Various Commissioners agreed.

There being no further discussion on this topic, Mr. Miller stated that a more general public meeting was originally scheduled for December, but that conversation with staff indicated it may be better to wait until after the first of the year. Mr. Miller also asked about the Commission's input regarding the meeting.

There was consensus among Commissioners to postpone the public meeting until after the first of the year given the holidays, and fact that the consultants will have completed more work on the code by then, thus providing the public more to react to. There was also consensus among Commissioners that the meeting should be open house style with a number of stations related to difference topics – similar to a recent public input meeting for the bridge project. In addition, the meeting should be held on a weekday from 4:00 to about 6:30 with opportunities for the public to provide input without verbally asking questions (e.g. comment cards).

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**Other Business**

Chairperson Davis asked if the Planning Commission and the Board of Adjustment could schedule a joint meeting to learn more about how the two groups function. Mr. Espinosa stated that would be a possibility and that he would bring information about the function of the Board of Adjustment to the next meeting.

Commissioner M. Olson asked if the Commission wanted to entertain recommending a moratorium on downtown residential development. There was consensus from the Commission for staff to return with information about how a moratorium process would work.

**Adjournment**

There being no further business to come before the Commission, the meeting was adjourned at 6:45 p.m.



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Carlos Espinosa  
City Planner