

PLANNING COMMISSION MINUTES

DATE: October 12, 2020

TIME: 4:30 p.m.

PRESENT: Chairman Buelow, Commissioners Boettcher, Hahn, Hall, Olson, and Paddock

ABSENT: Commissioners Marks, Ballard, and Shortridge

STAFF PRESENT: City Planner Carlos Espinosa, Assistant City Planner Luke Sims

The meeting was called to order at 4:30 p.m. by Chairman Buelow.

Approval of Minutes – September 14, 2020 and September 28, 2020

The minutes from the Planning Commission meetings of September 14, 2020 were reviewed. Commissioner Hahn moved to approve the minutes. Commissioner Olson seconded the motion and the minutes were approved unanimously via roll call vote (roll call vote sheet attached to these minutes as Appendix A).

The minutes from the Planning Commission meetings of September 28, 2020 were reviewed. Commissioner Paddock recommended a typo be adjusted related to the word road and asked to confirm that the description related to “toe of bluff” was correct. Mr. Espinosa confirmed this to be the case. Commissioner Olson moved to approve the minutes as amended. Commissioner Hahn seconded the motion and the minutes were approved unanimously via roll call vote (roll call vote sheet attached to these minutes as Appendix A).

Discussion – UDC Amendments

Mr. Espinosa provided an overview of the proposed amendments to the Unified Development Code to update as issues or improvements arise.

Mr. Espinosa walked through the first proposed change, which would bring failed votes in-line with state statute by making failed votes to approve being failed a failed vote, provided that Commissioners would establish their reasons during the meeting. Commissioner Hahn asked if it mattered at which point the Commissioners state their reasons for a failed motion. Mr. Espinosa responded that it could occur during discussion of the motion or item.

Commissioner Hall asked to clarify if without stating reasons for the vote, the vote would be invalid. Mr. Espinosa responded that this would not be the case. Commissioner Hahn mentioned that in his time on the Commission, he has observed that the Commission has reviewed based on criteria and that this change is essentially clarifying that the Commission would have to state specific reasons why the proposal is not meeting the criteria.

Commissioner Boettcher mentioned that he believed the Commission has no longer been presenting negative opinions like they have in the past. Commissioner Paddock mentioned that City Staff is usually very clear in the criteria the Commission should measure and act against. Commissioner Paddock wanted to clarify that if a board or commission voted and

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there were not sufficient votes to approve – and therefore the item failed – and there were no reasons given, how would that be addressed. Mr. Espinosa responded that reasons would need to be stated if that were the case and those voting would have to clarify. Chairman Buelow noted that the reasons would have to be stated in the minutes. Commissioner Hahn asked if there were instances where this has come up in the past. Mr. Espinosa responded that it is in relation to the Comprehensive Plan Amendments and not related to every vote.

Mr. Espinosa provided an overview of the language change for performance standards which relates to changes when the Unified Development Code was created in 2017 to clarify that the City, not the Commission, takes action.

Mr. Espinosa mentioned that the historic design guidelines and mixed use district guidelines should be followed in concert but when in conflict, the historic design guidelines supersede the zoning district standards. The change clarifies that this applies to historic districts and historic sites.

Mr. Sims provided an overview of the proposed re-zoning along the Huff Street corridor. Commissioner Olson asked to clarify that the extended area would primarily affect Mugby Junction. Mr. Sims said that it is the primary business not currently in compliance. Commissioner Hall asked to clarify if the Newman Center would be a permitted use. Mr. Sims responded that it would continue to be permitted with standards as it is in the R-2 district as well. Commissioner Paddock asked to clarify how the coffee shop and, before that, the ice cream shop came to be in that location in a residential district. Mr. Sims responded that City Staff would have to do some research to determine how that came to be and would return with that information. General discussion of past business uses in that location ensued. Mr. Sims asked to clarify if there was consensus from the Commission to proceed and begin reaching out to property owners along the corridor. General consensus was indicated by the Commission.

Other Business

Chairman Buelow mentioned that the upcoming Highway 43 public meeting was upcoming and encouraged Commissioners to attend.

Adjournment

On a motion from Commissioner Olson and second by Commissioner Hahn, the Commission unanimously voted in favor of adjournment at 4:48pm.



Luke Sims
Assistant City Planner

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APPENDIX A
Roll Call Vote Sheet

NAME	Approval of Minutes from September 14, 2020	Approval of Minutes from September 28, 2020
Brad Ballard	Not Present	Not Present
Dale Boettcher	Aye	Aye
Brian Buelow	Aye	Aye
Ed Hahn	Aye	Aye
Dan Hall	Aye	Aye
Amy Jo Marks	Not Present	Not Present
Lavern Olson	Aye	Aye
Todd Paddock	Aye	Aye
Peter Shortridge	Not Present	Not Present