

MINUTES
PLANNING COMMISSION
June 24, 2021
5:30 P.M. Regular Meeting

CITY CLERK
2021 JUL 26 AM 8:51

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current Term of Office</u>
MEMBERS PRESENT:	Josh Knight	(08-01)	08/05/23
	Bob Bucher	(35-04)	06/15/23
	Donna Jean Boyer	(36-02)	07/22/23
	Reba Kendall	(60-07)	01/29/22
	Allison Tschannen	(13-09)	07/15/24
	Tim Doyle	(12-05)	12/14/24
	Lauren Catron	(32-13)	07/17/22
MEMBERS ABSENT:	Karen Quintana Planalp	(18-03)	08/04/24
	Ben Burtnett	(28-09)	02/12/23
STAFF PRESENT:	Ted Elo, Assistant City Attorney Zack Martin, City Planner Brady McKinley, Assistant Public Works Director Jake Fisher, Interim City Engineer Rebecca Shipp, Executive Administrative Assistant		

Call to Order –Kendall called the meeting to order at 5:30pm.

Kendall entered Chapters 11, 26 and 31 of the Code of Ordinances into evidence.

ROLL CALL: Quintana Planalp-absent, Tschannen-absent, Catron-present, Burtnett-absent, Bucher-present, Doyle-present, Knight-present, Kendall-present, Boyer-present. Quorum is present. Five members constitute a quorum.

Martin informed the Commission of adjustments to item #3 and item #10.

Kendall read the rules of conduct.

Doyle made a motion to approve the minutes of the May 27, 2021 meeting. Bucher seconded.

VOTE: Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 6, Nays – 0, Abstain – 0 Minutes approved.

NEW BUSINESS

ITEM #1 Major Subdivision – A request for approval of a preliminary plat for a major commercial subdivision entitled Heath located at 5012 and 5102 S 169 Highway, as requested by Scott Gann.

Major subdivisions are forwarded to the City Council.
Staff recommendation: approval with conditions

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

Scott Gann -3010 SE Galvin Road, spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Doyle made a motion to approve the item. Boyer seconded.

**VOTE: Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 6, Nays – 0, Abstain – 0 Motion approved.**

**ITEM #2 Authorization to enter into a Subdivision Improvement Agreement -
Approval of an application to waive the requirement of Section 26-70(a) and permit the
applicant to enter into a subdivision improvement agreement for Heath as provided in Section
26-71(a).**

Approved or denied by the Planning Commission
Staff recommendation: approval

No discussion was held between commissioners regarding the item.

Kendall opened the item for public comment.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Boyer made a motion to approve the item. Catron seconded.

**VOTE: Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 6, Nays – 0, Abstain – 0 Motion approved.**

**ITEM #3 Major Subdivision – A request for approval of a preliminary plat for a
major commercial subdivision entitled KARS Addition located at 6801 Memorial Highway and
6911 Memorial Highway, as requested by Richard and Kathy Shuster.**

Major subdivisions are forwarded to the City Council.
Staff recommendation: approval with conditions

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Tschannen joined the meeting at 5:43pm

Kendall opened the item for public comment.

Richard Shuster -3089 SE Barnett, spoke in favor of the item.

Kathy Swinney – 1404 W Joseph, spoke in opposition to the item.

Discussion was held between commissioners and staff regarding the item.

Discussion was held regarding clarification of the request.

Kendall closed the item for public comment.

Bucher made a motion to approve the item. Knight seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes

Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #4 Authorization to enter into a Subdivision Improvement Agreement - Approval of an application to waive the requirement of Section 26-70(a) and permit the applicant to enter into a subdivision improvement agreement for KARS Addition as provided in Section 26-71(a).

Approved or denied by the Planning Commission
Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Boyer made a motion to approve the item. Bucher seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes

Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #5 Major Subdivision – A request for approval of a preliminary plat for a major commercial subdivision entitled Biozyme East located at 4621 Easton Road, as requested by Robert Norton.

Major subdivisions are forwarded to the City Council.

Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Boyer made a motion to approve the item. Knight seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes

Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #6 Authorization to enter into a Subdivision Improvement Agreement - Approval of an application to waive the requirement of Section 26-70(a) and permit the applicant to enter into a subdivision improvement agreement for Biozyme East as provided in Section 26-71(a).

Approved or denied by the Planning Commission

Staff recommendation: approval

Martin gave the staff report.

Kendall opened the item for public comment.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Catron made a motion to approve the item. Tschannen seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #7 Zoning District Change – A request for approval of a change of zoning from R-2, Two Family Residential District to C-3, Commercial District for the property located at 2103 Lafayette Street as requested by City of Saint Joseph.

Zoning District Changes move on to City Council

Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

Curtis Howard – 3020 Summit Avenue, spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Boyer made a motion to approve the item. Bucher seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #8 Zoning District Change – A request for approval of a change of zoning from C-1, Neighborhood Shopping District to C-3, Commercial District for the property located at 904 S 22nd Street as requested by Mike Spiking and Curtis Howard.

Zoning District Changes move on to City Council

Staff recommendation: approval

Martin gave the staff report.

Kendall opened the item for public comment.

Curtis Howard – 3020 Summit Avenue, spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Discussion was held between commissioners and applicant.

Tschannen made a motion to approve the item. Boyer seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #9 Zoning District Change – A request for approval of a change of zoning from M-2, Heavy Manufacturing District to R-1B, Detached Single Family Residential District for the property located at 2215 Garfield Avenue as requested by Marty Lyle, agent for Lily and Sparky, LLC.

Zoning District Changes move on to City Council
Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

Marty Lyle – 10807 County Road 145, Rosendale, spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Bucher made a motion to approve the item. Tschannen seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #10 Zoning District Change – A request for approval of a change of zoning from M-2, Heavy Manufacturing District to C-3, Commercial District for the property located at 1901 St. Joseph Avenue as requested by Haroun Alhambra.

Zoning District Changes move on to City Council
Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Discussion was held between commissioners and staff regarding the item.

Doyle made a motion to approve the item. Knight seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes

Ayes – 7, Nays – 0, Abstain – 0 Motion approved.

ITEM #11 Zoning District Amendment – A request for approval to repeal the Riverside Business Park Precise Plan and adopting a revised Riverside Business Park Precise Plan to update uses and expand use groups to accommodate growth and development within the P-8, Riverside Business Park Precise Plan for property generally located south of Pickett Road on both sides of Riverside Road, as requested by Patt Lilly on behalf of St. Joseph Business Park Corporation.

Zoning District Changes move on to City Council

Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Kendall opened the item for public comment.

Brad Lau – 3003 Frederick, spoke in favor of the item.

No one spoke in opposition to the item.

Kendall closed the item for public comment.

Discussion was held between commissioners and staff regarding the item.

Bucher made a motion to approve the item. Boyer seconded.

VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – no, Kendall-yes, Boyer-yes
Ayes – 6, Nays – 1, Abstain – 0 Motion approved.

ITEM #12 Discussion of amending rules of conduct adopted by the Planning Commission.

Discussion was held between commissioners and staff regarding changing the rules of conduct to state:

1. Give your name and complete address.

2. No one may speak more than five minutes at a time without permission from the Chairperson.
3. No one may speak a second time on a question until every person who wants to speak has done so.
4. No one may speak more than twice on the same item.
5. All submissions of evidence, i.e., photos, drawings, will be retained by the Planning Commission and will become a part of the permanent file.

Tschannen made a motion to accept the changes made to the rules of conduct. Doyle seconded.

**VOTE: Tschannen – yes, Catron-yes, Bucher-yes, Doyle-yes, Knight – yes, Kendall-yes, Boyer-yes
Ayes – 7, Nays – 0, Abstain – 0 Motion approved.**

Discussion was held between commissioners and staff regarding the placement of minutes within the packet.

Martin gave a preview of items of July's agenda.

The meeting adjourned at 7:03Morga pm.

Minutes respectfully submitted,

Rebecca Shipp

cc: Paula Heyde, City Clerk
Planning Commission Members
Bryan Carter, City Manager
Clint Thompson, Planning & CD Director
Ted Elo, Assistant City Attorney
Brady McKinley, Public Works Assistant Director
Mark Townsend, Technology Associate Director