

MINUTES  
PLANNING COMMISSION  
November 18, 2021  
5:30 P.M. Regular Meeting  
Council Chambers – City Hall

CITY CLERK  
2021 NOV 19 PM 3:28

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs. attended-mtgs absent)	<u>End of Current Term of Office</u>
<b>MEMBERS PRESENT:</b>	Ben Burtnett	(33-09)	02/12/23
	Bob Bucher	(33-04)	06/15/23
	Houston Roberts	(04-00)	08/04/24
	Donna Jean Boyer	(40-03)	07/22/23
	Reba Kendall	(64-08)	01/29/22
	Tim Doyle	(16-06)	12/14/24
<b>MEMBERS ABSENT:</b>	Lauren Catron	(33-17)	07/17/22
	Josh Knight	(10-04)	08/05/23
	Allison Tschannen	(16-11)	07/15/24
<b>STAFF PRESENT:</b>	Zack Martin, City Planner Ted Elo, Assistant City Attorney Brady McKinley, Public Works Assistant Director Kimberly Schutte, Historic Preservation Planner		

**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:** Roberts-present, Tschannen-absent, Catron-absent, Burtnett-present, Bucher-present, Doyle-present, Knight-absent, Kendall-present Boyer-present. Quorum is present. Five members constitute a quorum.

Burtnett made a motion to approve the minutes of the October 28, 2021 meeting. Bucher seconded.

**VOTE:** Kendall stated that the minutes were adopted. No vote held.  
**Minutes approved.**

Martin informed Commission there were no adjustments or postponements to the agenda.

**OLD BUSINESS**

None

**NEW BUSINESS**

**ITEM #1                    Zoning District Change – A request for approval of a change of zoning from C-2, Downtown Business District to R-4, Apartment Residential District for property located at 906 Sylvania as requested by Jason Beeman.**

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.

Jason Beeman, 1125 Charles, indicated his support and offered to answer any questions.

Kendall closed the item for public comment.

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

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

**ITEM #2                    Zoning District Change – A request for approval of a change of zoning from C-3 Commercial district to R-1B Single Family Residential district for property located at 2921 Pear as requested by Stephen Browning.**

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.

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

**VOTE: Roberts-yes, Burnett-yes, Bucher-yes, Doyle – 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 subdivision entitled Bluescope Buildings North America located at 2314 Lower Lake Road, 5406 Industrial Road, and parcel 05-7.0-36-002-000-006.000, as requested by Mitch Sanders.**

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

Martin gave the staff report.

No discussion was held among Commissioners.

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.

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

**VOTE: Roberts-yes, Burtnett-yes, Bucher-yes, Doyle – yes, Kendall – yes, Boyer – yes.  
Ayes – 6, 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 Bluescope Buildings North America 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.

Burnett made a motion to approve the item. Roberts seconded.

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

**ITEM #5 Major Subdivision – A request for approval of a preliminary plat for a major subdivision entitled Auxier Development located at 3906 Pickett Road, as requested by Jeremy Auxier.**

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.

Jeremy Worth, 3906 Pickett, spoke neither in favor of nor in opposition to the item.

Kendall closed the item for public comment.

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

**VOTE: Roberts-yes, Burnett-yes, Bucher-yes, Doyle – yes, Kendall – yes, Boyer – yes.  
Ayes – 6, 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 Auxier Development as provided in Section 26-71(a).**

Approved or denied by the Planning commission  
Staff recommendation: approval

Martin gave the staff report.

No discussion was held among Commissioners.

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.

Burnett made a motion to approve the item. Roberts seconded.

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

**ITEM #7 Major Subdivision – A request for approval of a preliminary plat for a major subdivision entitled Biozyme Inc Plat 2 located at 1202 Bluff view 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.

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

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

**ITEM #8 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 Inc Plat 2 as provided in Section 26-71(a).**

Approved or denied by 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.

Burnett made a motion to approve the item. Roberts seconded.

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

Martin gave a preview of items on December's agenda.

Martin informed the Commission about the Comprehensive Planning charette to be held on November 23.

The meeting adjourned at 6:17 pm.

Minutes respectfully submitted,

Kim Schutte

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