

MINUTES
PLANNING COMMISSION
October 24, 2019
7:00 P.M. – COUNCIL CHAMBER

CITY CLERK
2019 OCT 28 AM 9:50

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current Term of Office</u>
MEMBERS PRESENT:	Reba Hebert	(43-06)	01/29/22
	Donna Jean Boyer	(19-01)	07/22/23
	Karen Quintana Planalp	(03-00)	08/04/24
	Allison Tschannen	(04-00)	07/15/24
	Ben Burtnett	(16-03)	02/12/23
	Bob Bucher	(17-04)	06/15/23
	Lauren Catron	(19-08)	07/17/22
	Ted Hauser	(40-14)	12/14/19
MEMBERS ABSENT:	Phillip Vaughn	(19-10)	08/05/23
STAFF PRESENT:	Ted Elo, Assistant City Attorney Nic Hutchison, City Planner Patrick Ruiz, Assistant City Planner Reed Schwartzkopf, City Engineer Rebecca Shipp, Executive Administrative Assistant		

Call to Order –Hebert called the meeting to order at 7:11 pm.

ROLL CALL: Quintana Planalp – present, Tschannen – present, Catron – present, Burtnett-present, Bucher-present, Hauser-present, Vaughn-absent, Herbert-present, Boyer-present.

Quorum is present. Five members constitute a quorum.

Hebert admitted certified copies of Chapters 11, 26 and 31 of the Code of Ordinances into evidence.

Hebert read the rules of conduct.

Postponements/adjustments to the agenda –

None

Unfinished business –

None

Minutes of the Meeting, September 26, 2019 –

Catron made a motion to approve the minutes. Quintana Planalp seconded.

VOTE: Quintana Planalp – yes, Tschannen –yes, Catron-abstain, Burtnett – yes, Bucher-abstain. Hauser – yes, Hebert –yes, Boyer-yes.

Ayes – 6, Nays – 0, Abstain – 2 Minutes approved.

New Business-

ITEM #1 Minor Subdivision – A request for approval of a minor commercial subdivision entitled Rogers Subdivision located at 3715 N Belt Highway as requested by Benne Rogers.

Minor Subdivisions are approved or denied by the Planning Commission

Staff recommendation: approval

Hutchison gave the staff report.

No one spoke in favor of the item.

No one spoke in opposition of the item.

Discussion was held among commissioners regarding work currently being conducted on the property.

Hauser made a motion to approve the request. Boyer seconded.

VOTE: Quintana Planalp – yes, Tschannen –yes, Catron-yes, Burtnett – yes, Bucher-yes, Hauser – yes, Hebert –yes, Boyer-yes.

Ayes – 8, Nays – 0, Abstain – 0 Motion approved.

ITEM #2 Minor Subdivision – A request for approval of a minor commercial subdivision entitled CapStJoe Northside 1st Addition Subdivision located at 4803 St. Joseph Avenue as requested by Whitney Lanning.

Minor Subdivisions are approved or denied by the Planning Commission

Staff recommendation: approval

Hutchison gave the staff report.

Quintana Planalp asked if a daycare was going to be located on the property.

Hutchison responded it would be a HeadStart Facility.

Burnett asked if there was a sewer line to the lot.

Hutchison responded yes.

Quintana Planalp stated her concern regarding safety as the property butts up against 59.

Hutchison responded it would be addressed during the development phase. Hutchison stated as far as the platting process goes, that's outside of the purview.

No one spoke in favor of the item.

No one spoke in opposition of the item.

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

VOTE: Quintana Planalp – yes, Tschannen –yes, Catron-yes, Burnett – yes, Bucher-yes, Hauser – yes, Hebert –yes, Boyer-yes.

Ayes – 8, Nays – 0, Abstain – 0 Motion approved.

Hutchison gave a preview of next month's meeting.

The meeting adjourned at 7:11 pm.

Minutes respectfully submitted,

Rebecca Shipp

cc: Paula Heyde, City Clerk
Planning Commission Members
J. Bruce Woody, City Manager
Clint Thompson, Planning & CD Director
Ted Elo, Assistant City Attorney
Brady McKinley, Civil Engineer
Mark Townsend, Technology Associate Director