

CITY CLERK

MINUTES
PLANNING COMMISSION
November 21, 2019
7:00 P.M. – COUNCIL CHAMBER

2019 NOV 22 PM 1:47

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs attended-mtgs absent)	<u>End of Current</u> <u>Term of Office</u>
MEMBERS PRESENT:	Reba Hebert	(44-06)	01/29/22
	Donna Jean Boyer	(20-01)	07/22/23
	Karen Quintana Planalp	(04-00)	08/04/24
	Allison Tschannen	(05-00)	07/15/24
	Ben Burtnett	(17-03)	02/12/23
	Bob Bucher	(18-04)	06/15/23
	Lauren Catron	(20-08)	07/17/22
MEMBERS ABSENT:	Phillip Vaughn	(19-11)	08/05/23
	Ted Hauser	(40-15)	12/14/19
STAFF PRESENT:	Ted Elo, Assistant City Attorney Patrick Ruiz, Assistant City Planner Jake Fischer, Assistant City Engineer Rebecca Shipp, Executive Administrative Assistant		

Call to Order –Hebert called the meeting to order at 7:01 pm.

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

Minutes of the Meeting, October 24, 2019 –

Burtnett made a motion to approve the minutes. Catron seconded.

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

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

Hebert read the rules of conduct.

Postponements/adjustments to the agenda – None

Unfinished business – None

New Business-

**ITEM #1 Zoning District Change – A request for approval of a change of zoning from R-1A, Single Family Residential District to C-3, Commercial District for the property located at 1112 N 26th Street as requested by Steven Craig.
Zoning District Changes move on to City Council
Staff recommendation: approval**

Ruiz gave the staff report.

Quintana Planalp asked a question regarding barrier placement on the northern and western side.

Hebert responded the lot outlined in red in the photo is where the parking area will be. There is no longer a residential structure only a storage structure remains. The buffer will be placed between the house to the north and the parking area. The applicant owns the property to the west.

Bucher stated there is no house on the property outlined in red. The house has been demolished.

Larry Reder-1114 N 26th spoke in support of the item. Reder stated he understands there will be a split block wall between his driveway and the parking lot. Reder stated he is in support of the request.

No one spoke in opposition of the item.

Catron stated the additional parking spots are much needed.

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

**VOTE: Quintana Planalp – yes, Tschannen –yes, Catron-yes, Burtnett – yes, Bucher-yes, Hebert –yes, Boyer-yes.
Ayes – 7, Nays – 0, Abstain – 0 Motion approved.**

**ITEM #2 Minor Subdivision – A request for approval of a minor commercial subdivision entitled Wollenman’s First Rodeo at Deluxe located at 4500 Packers Avenue as requested by Robert Wollenman.
Minor Subdivisions are approved or denied by the Planning Commission
Staff recommendation: approval**

Ruiz gave the staff report.

Quintana Planalp asked if traffic was going to be rerouted.

Ruiz responded none which he was aware of.

Bucher stated he was familiar with the property and the applicant. The request for the minor subdivision is merely procedural in that there are currently two lot being combined into one lot.

No one spoke in favor of the item.

No one spoke in opposition of the item.

Bucher made a motion to approve the request. Quintana Planalp seconded.

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

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

Hebert reminded Commissioners next month's meeting will be held on December 19th.

Herbert announced Hauser's term ends mid-December. Hebert thanked Hauser for his service, guidance and dedication to the Board and asked Commissioners to keep him in their thoughts.

Burtnett made a motion to name Catron as Vice Chairman. Tschannen seconded.

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

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

Hebert informed Commissioners Hutchison has been working on the St. Joseph Riverfront Planned Unit Development document. A draft copy has been placed at their chair for review.

The meeting adjourned at 7:23 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