

MINUTES
PLANNING COMMISSION
February 24, 2022
5:30 P.M. Regular Meeting
Council Chambers – City Hall

CITY CLERK
2022 FEB 25 PM 4:43

	<u>Name</u>	<u>Members' Term Attendance</u> (mtgs. attended-mtgs absent)	<u>End of Current Term of Office</u>
MEMBERS PRESENT:	Bob Bucher	(37-04)	06/15/23
	Tom Richmond	(02-00)	07/17/22
	Brett Hausman	(02-00)	08/05/23
	Tim Doyle	(20-06)	12/14/24
	Patt Lilly	(02-00)	01/29/27
	Ben Burtnett	(34-12)	02/12/23
	Allison Tschannen	(19-12)	07/15/24
MEMBERS ABSENT:	Houston Roberts	(06-02)	08/04/24
	Donna Jean Boyer	(42-05)	07/22/23
STAFF PRESENT:	Zack Martin, City Planner Brady McKinley, Assistant Director, Public Works Rebecca Shipp, Executive Administrative Assistance		

Call to Order –Tschannen called the meeting to order at 5:31pm.

Tschannen read the rules of conduct.

ROLL CALL: Roberts-absent, Tschannen-present, Richmond – present, Burtnett-present, Bucher-present, Doyle-present, Lilly – present, Hausman – present, Boyer-absent. Quorum is present. Five members constitute a quorum.

Bucher made a motion to approve the minutes of the January 27, 2022 meeting. Doyle seconded.

VOTE: Tschannen – yes, Richmond – yes, Burtnett – abstain, Bucher-yes, Doyle – yes, Lilly – yes, Hausman -yes.

Ayes – 6, Nays – 0, Abstain – 1 Minutes approved.

Martin informed Commission there were no adjustments or postponements to the agenda. Martin stated two documents have been placed at each commissioner's seat. The first document is a comment form received after the information packets were emailed. The second document is a letter from the applicant regarding agenda item #1.

OLD BUSINESS

ITEM #1 Election of Officers

Bucher made a motion to nominate Tschannen as Chairman and Doyle as Vice Chairman of the Planning Commission for 2022. Burtnett seconded.

VOTE: Tschannen – yes, Richmond – yes, Burtnett – yes, Bucher-yes, Doyle – yes, Lilly – yes, Hausman -yes.

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

NEW BUSINESS

ITEM #2 Zoning District Change – A request for approval of a change of zoning from C-3 Commercial District to R-1A Single-Family Residential District for property located at 3215 S 40th Terrace, 3221 S 40th Terrace, 3503 S 40th Terrace, 3505 S 40th Terrace, 3510 S 40th Terrace, 3510 S 41st Terrace, 3516 S 41st Terrace, 3520 S 41st Terrace, 3604 S 41st Terrace, 3612 S 41st Terrace, 3807 Easton Road, 3941 Easton Road, 3945 Easton Road, 3961 Easton Road, 4002 McCarthy, 4006 McCarthy, 4115 McCarthy, and 4107 Preston Drive as requested by the City of St. Joseph.

Zoning District Changes move on to City Council

Staff recommendation: approval

Martin gave the staff report.

Tschannen opened the item for public comment.

Patricia Elder -4107 Preston Drive, spoke in favor of the item.

No one spoke in opposition to the item.

Tschannen closed the item for public comment.

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

VOTE: Tschannen – yes, Richmond – yes, Burtnett – yes, Bucher-yes, Doyle – yes, Lilly – yes, Hausman -yes.

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

ITEM #3 Amendments to Chapter 31 of the Code of Ordinances Amendment of Chapter 31 and any and all other chapters necessary to amend language regarding definitions, regulations for existing zoning districts as well as consolidating, clarifying, and streamlining existing zoning information, regulations and use tables.

Ordinance amendments are forwarded to the City Council.

Staff recommendation: approval

Martin gave the staff report.

Discussion was held between commissioners and staff regarding the item.

Tschannen opened the item for public comment.

No one spoke in favor of the item.

No one spoke in opposition to the item.

Tschannen closed the item for public comment.

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

VOTE: Tschannen – yes, Richmond – yes, Burtnett – yes, Bucher-yes, Doyle – yes, Lilly – yes, Hausman -yes.

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

Martin gave a preview of items on March’s agenda. Martin stated there would be an Open House Monday, February 28, 2022 to review the draft of the Comprehensive Plan. The open house will be held at the Remington Nature Center from 5:30 to 7:30pm.

The meeting adjourned at 6:02 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