PLANNING COMMISSION MINUTES - AMENDED

COUNCIL CHAMBERS MONDAY, FEBRUARY 3, 2025 6:00 PM

Meeting Items

1. Call to Order/ Approve Agenda

   Chair Chuck Ackman called the regular meeting to order at 6:00 p.m. Kari Casper administered the Oath of Office to our returning members, Samantha Green and Ed Migilio, as well as our newest member, Tina Wilson. In attendance at the meeting were commissioners, Samantha Green, Barton Jackson, Ed Migilio, Michael Salt, Tina Wilson as well as Harry Davis, Planning Manager, Leslie McGillivray-Rivas, Planner I, and Kari Casper, Administrative Assistant II.

2. Routine Business

A. Election of Officers for 2025

   Tina Wilson nominated Chuck Ackman to continue to serve as Chair of the Planning Commission. A motion was made by Tina Wilson, seconded by Ed Migilio to have Chuck Ackman serve another term. As for the Vice Chair, Harry Davis did mention that Steve White (in his absence) would like to continue to be Vice Chair. Samantha Green then nominated Barton Jackson for Vice Chair. A motion was made by Tina Wilson seconded by Samantha Green to have Barton Jackson serve as Vice Chair of the Planning Commission. Both motions carried unanimously.

B. Review and Approval of By-laws

   Chair Ackman asked that the planners clean up Section 1. The discussion centered around the words "regular or regularly" scheduled meetings. After much discussion, the commission asked Harry Davis to clean up the wording and possibly remove the word regular or regularly. Tina Wilson asked that staff change the wording from a fraction to a percentage of the attendance.

3. Approval of the Minutes

   Motion by Samantha Green, seconded by Michael Salt to approve the meeting minutes as presented. The motion passed unanimously.

4. Public Hearings

A. Resolution 2024-XXX Approve the Preliminary Plat for Eastman Disbursal Addition at 301 Central Ave

   This matter remains open from the last meeting. Harry Davis stated that the applicant is reviewing and updating their application. He stated that the applicant had waived the deadlines. Chair Ackman opened up the public hearing at 6:15 and no one was in the audience, and so he closed it again at 6:15. As a result, a motion was made to continue this public hearing over to the next Planning Commission meeting by Michael Salt, seconded by Samantha Green. The motion carried unanimously.

5. Requests to be Heard

None.

6. Items for Discussion

A. Planning Commission Operational Basics

Harry Davis began a PowerPoint presentation that had been originally prepared by the City Attorney, Scott Riggs. Davis went over the Open Meeting Law, Gift Law, Conflicts of Interest, Data Practices, and Meeting Procedures. No action was taken on this item.

B. 2025 Work Plan

Commissioner Green wanted to add that she is passionate about high density.

7. Board & Commissions Updates & Reports

Chair Ackman suggested that this item be removed from the agenda. He stated that historically there was a member from the Planning Commission who attended the Economic Development Authority's meetings to give a report; however, that is no longer happening, so we should remove this item.

8. Adjournment

A motion was made to adjourn the meeting at 6:41 by Michael Salt, seconded by Samantha Green. The motion carried unanimously.

By: ______________________

Kari Casper, Recording Secretary