



**1. ROLL CALL**

The Planning Commission meeting was called to order at 5:30 PM with the following members present:  
Richardson [01/01]  Hamilton [01/01]  Carr (Vice Chair) [01/01]  Wells [01/01]  Peterson [00/01]  Bisbee [01/01]  Roberts-Ropp [01/01]  Swearer [01/01]  Vacant [00/01]

Planning Staff present were: Jim Seitnater, Interim Director of Planning & Development; Amy Allison, Senior Planner; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician.

**2. APPROVAL OF MINUTES**

The minutes of the December 20, 2018 meeting were approved on a motion by Hamilton, seconded by Bisbee, passed unanimously.

**3. CORRESPONDENCE & STAFF REPORTS**

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Richardson, passed unanimously.

**4. PUBLIC HEARINGS**

a. None.

**5. NEW BUSINESS**

a. Introduction of Commissioner Jackson Swearer

Seitnater Jim introduced Jackson Swearer, new Planning Commission member.

b. Resolution of Dates

Motion by Hamilton seconded by Wells to approve the Resolution of Dates, passed unanimously.

c. Election of Officers for 2019

Chair - Bisbee nominated Carr as Chair. Hamilton seconded the motion which passed unanimously by acclamation.

Vice-Chair - Richardson volunteered to serve as Vice-Chair. Carr seconded the motion which was passed unanimously by acclamation.

d. 2019 Planning Department Work Plan

Allison reviewed the 2019 Planning Development Work Plan included in the agenda packet. The items are strategies from the Comprehensive Plan and include the Housing Action plan, Historic Preservation Action Plan and the Land Bank Work Plan.

A few of the items are language changes to zoning and supplemental regulations. Another project is the possible creation of a C-6 zone for commercial areas in the downtown and core of the city. ETJ (Extra-Territorial Jurisdiction) is another topic that will be reviewed along with other possible

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alternatives to that option. Staff currently reviews projects within three miles of the city limits; with an ETJ action can take place. Annexation or specific areas of interest are other alternatives to ETJ. Richardson suggested that staff give a short presentation about some of these issues to the newly formed Building Trades Committee. Hamilton liked the idea of the building trades classes working on infill housing rather than on only larger higher end homes.

**6. OLD BUSINESS**

- a. None.

**7. UPCOMING CASES**

- a. ZV18-000006 Board of Zoning Appeals – 3900 Lakeview Dr. – Request for a second detached garage.  
Barlow said this is a very large property. Based on how this case turns out, there has been another property owner with a similar request.

**8. ADMINISTRATIVE CASES**

- a. SIT18-000015 - 1520 N Plum St – Front-Yard Parking Lot at USD 308 Administration Building.  
Allison said 19 parking spaces are planned for the proposed parking lot in front of the building.  
The parking lot will not extend all the way to the sidewalk.

**9. COUNCIL ACTION ON CASES**

- a. None

**10. OPEN COMMENTS FROM AUDIENCE**

- a. None.

**11. ANNOUNCEMENTS**

- a. Seitnater said a new public relations officer has been hired and will begin January 14.
- b. Seitnater said interviews will begin for the Planning Director. He asked Carr and Bisbee if they would come to the phone interviews.

**12. ADJOURNMENT** - The meeting adjourned at 5:55 PM.

Respectfully Submitted

Charlene Mosier, Planning Technician  
Approved this 22nd day of January 2019

Attest: *Amy Allison*