

Planning and Zoning Commission Minutes
Regular Meeting – August 9, 2012
Peculiar City Hall, Council Chambers @ 7:00pm

Present: Mr. Tim Conway, Mr. Donald Turner (BOA Liaison), Mr. Neill Cox, Mr. Jerry Ford, Mrs. Kimberly Mallinson, Codes Administrator John Schmidt.

Acting Chairman Conway called the meeting to order at 7:20 p.m.

Acting Chairman Conway asked all to stand and say the “Pledge of Allegiance” and asked for Member Roll call as:

Commissioner Dougherty	Absent
Commissioner Cox	Aye
Commissioner Conway	Aye
Commissioner Ford	Aye
Commissioner Mallinson	Aye
Commissioner Turner	Aye

Turner mentioned that Vassar had turned in her resignation as a planning commissioner. Mr. Ford nominated Conway as Acting Secretary of the Commission, seconded by Mr. Cox - Commission approved unanimously. Mr. Conway asked if there were any changes to the July 12th Planning and Zoning minutes and hearing no changes, a motion was made by Jerry Ford to approve the July minutes and Cox seconded the motion. Turner asked that item 7 of the agenda be changed to vote for a Secretary for the Planning Commission, item 8 for the 1250 square feet, item 9 for commissioner’s comments, and 10 for adjournment. Conway made a motion to consider the agenda, that was seconded by Cox and it was approved unanimously. Cox nominated Tim Conway and Ford seconded the motion. Cox discussed the 1250 square foot requirement for builders and said that to the extent builders’ covenants require a greater square footage they should override the 1250 square foot minimum requirement. Further research on the 4 stair requirement was questioned and 1-7 stairs was discussed as being able to cover the requirement for California split level requirements. Mayor Jungmeyer said 1250 square feet on a 2-1/2 story house with a first floor area of 500 square feet appears to be too small a requirement. Schmidt said that the 1250 square feet issue required a recommendation. Jim Antonides said the actual figure could be 850 to 900 square feet. Garages and other nonliving space if included would be up to 1250 square feet and beyond in the smaller houses according to Ty Erickson, Codes Officer. Turner said that the 1250 square feet should include a maximum of 7 steps for additional floor space that could be included in the main living area. Cox recommended and motioned on keeping 1250 square foot living space and any living area within 7 steps above the first floor as the area. Turner seconded the motion and it was unanimously recommended by the board. He said we need to be proactive on commercial requirements and bring that to the next meeting. Mallinson mentioned that split levels had living space in lower areas of houses as well.

Ford said that the City will need to be attentive and try to get approvals within 90 days for Commercial Development along 211th Street. Mayor Jungmeyer thanked the Planning Commissioners for their service. He added that Jim Antonides was to be nominated for service on the Planning and Zoning Board as well. A more streamlined approach to building permits was suggested by Ford. Standardized ways of doing building permits within 30 days was discussed by Cox. There would be some things that are special uses and other things which are clearly not. The Board of Alderman might need a middle ground to consider commercial uses according to the Mayor. PUD also may need reconsideration according to Cox. Antonides said that we had been disadvantaged over certain areas for commercial as to what belongs in each category. Turner said that streamlining processes for C1 needs to be developed. Interim Special Use permit reviews are necessary and applicants are not proactive for obvious reasons at times according to Schmidt. Mayor said we are looking for recommendations. Turner discussed C1, C2, and CP. Certain areas should be able to get a building permit and should be ready to go. The church went on hold for quite a while according to Turner. Schmidt explained that he had asked the engineer to be proactive, getting a process down on one page. Mayor said that the process had been difficult in that the representative of the church was unsure of what he wanted approval for. Cox said we have all these things available to make the process work better and the Mayor agreed. Turner mentioned 5 years for the master plan, explore/research SUP, C1, C2, and decide on C3 or CP.

There was no further business; Acting Chairman motioned to adjourn, seconded by Commissioner Ford, motion passed unanimously. Meeting adjourned at 9:00 pm. Minutes were prepared by John Schmidt, City Codes Administrator.