

## **Planning commission meeting 7PM Library February 21, 2017**

**Call to Order:** Chair Smith called the meeting to order at 7:03PM.

**Roll call:** Present: Salot, Sheets, Reynolds, and Smith. CA Hohnbaum, Seth Sherry

**Public Input:** None

**Old Business:**

**Recommendations from the Beautification Committee:** CA Hohnbaum shared the draft minutes from the recent Beautification Committee meeting and his staff report which outlined three recommendations from the committee for the commission to consider.

**REZONE:** CA Hohnbaum informed the planning commission that an application had been picked up to initiate a rezone process. He stated that it would be his recommendation that after hearing and participating in the previous meeting involving long term planning and comp plan development earlier in the evening, that the planning commission should consider NOT initiating any rezone processes until the comp plan was updated.

**COLOR SCHEME:** CA Hohnbaum shared from his staff report the process involving the state in order to amend the city's zoning and development code. Commissioner Salot shared that perhaps community conversation need to occur prior to making significant changes in the development code. The commission discussed the role of public outreach in the process of making changes to the zoning and development code. The commission and audience discussed the conversations that have previously occurred within the community. Planning commissioners discussed moving forward or seeking additional information to review the color scheme, design overlay and sign code prior to making a recommendation to the city council. Commissioner Sheets moved to recommend to the city council to initiate the process for changes to the zoning and development code to address the areas of the sign code and the color and design overlay. Commissioner Reynolds seconded the motion. Commissioner Salot made an inquiry of clarification that they would be recommending initiating the process but not defining yet what the potential code change would be and CA Hohnbaum responded in the affirmative. Aye: Salot, Sheets, Reynolds, Smith

Commissioner Salot moved to accept staff's recommendation to not recommend to the City Council to initiate a city process for any rezoning at this time and allow any rezone request to occur based upon an application. Commissioner Sheets seconded the motion. Aye: Salot, Sheets, Reynolds, Smith

**Planning Projects:** CA Hohnbaum shared a one page update on current planning and development projects that were ongoing as an informational piece and did not request any action from the planning commission.

The planning commission discussed the need for some public input gatherings for the various aspects of community development and planning that are occurring or about to occur. They suggested that perhaps the council may want to consider town hall gatherings and some public outreach to broaden the scope of involved citizens regarding the long term planning and development for Monroe. The planning commission did recommend that a community gathering be set by the council for the initiating of the comp plan update.

**Grants and Options:** CA Hohnbaum shared the information relating to the transportation growth management grant and requested that commissioners reviewed the criteria and if they had any ideas regarding applying for the grant to share them with him at a later date.

**Minutes:** Commissioner Salot moved to approve the minutes of February 6, 2017 as presented and the motion was seconded by Commissioner Sheets. Aye: Salot, Sheets, Reynolds, Smith

**Main Street Annual Report:** CA Hohnbaum shared the annual report which had recently been submitted to the State Main Street program and expressed his appreciation of the work done by Liz Doyle to get it done on behalf of the city.

**Other business.**

Commissioner Salot inquired about the state of readiness if there became additional federal funds to support the infrastructure needs of the community. CA Hohnbaum stated that with the recently completed master plan updates for wastewater and storm water the city was well prepared in those areas of infrastructure to provide the documentation required. However as it related to water and streets, the city did not have current documentation defining community needs and are not as prepared should funding become available from the federal government.

**Chair Smith adjourned the meeting at 7:46PM.**

Respectfully Submitted:  
Rick Hohnbaum/City Administrator/Planner

Approved by Planning Commission Action March 6, 2017

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