

NOTICE OF MEETING  
September 30, 2019  
P & Z Meeting Minutes

Directors present were Kenneth Vornsand, Luther Powell, Bill Buller, and Mary Williams. Kaye Maglitto was absent. City staff present: Steven Hill, Director of Community Development, Marissa Quintanilla, City Secretary, Robert Evans, City Manager, and Larry Foerster, City Attorney.

1. Call meeting to order.

Kenneth Vornsand called the meeting to order at 5:32 p.m.

2. NEW BUSINESS

a. Consider and approve minutes from the past meeting; April 10, 2019

Motion was made by Luther Powell to approve the minutes from the past meeting April 10, 2019. Mary Williams seconded the motion. Motion passed unanimously.

b. Discuss Board members and responsibilities

Steven Hill stated that three Board members term expired at the end of last month. Mr. Hill stated that the Board needed to discuss if the Board wanted to keep members, or nominate new members. Mr. Hill stated that as far as the responsibilities go, he understands that this is a voluntary Board, where the members donate their time and expertise, knowledge and vision of the City and what the City requires. Mr. Hill stated that the Board needs to have a set time and day to meet on a regular basis. Mr. Hill stated that when meetings are scheduled and there is no quorum, it delays any items on the P & Z agenda, which in turn delays them going before Council and the end result is angry citizens. Mr. Vornsand asked if staff had spoken with the board members whose terms had expired to see if they wanted to volunteer for another term. Mr. Hill stated he has not. Mr. Hill stated Mr. Buller, Mr. Powell, and Ms. Williams were the terms that had expired. Mr. Vornsand stated that as the three members whose term had expired were at the meeting, he felt they were willing to serve another term. The board agreed. Mr. Vornsand also stated that he did agree with the board meeting on a regular basis. Mr. Evans suggested meeting a week prior to the City Council meeting, so any items needing to be recommended and approved by Council could be brought up the following week.

c. Discuss nominations for vacancies

This item was discussed with item 2b.

d. Discuss regular meeting schedule

This item was discussed with item 2b. Motion was made by Luther Powell to have the board meet on the second Wednesday of every month at 5:30 p.m. Mary Williams seconded the motion. Motion passed unanimously.

e. Discuss subdivision regulations

Item 2e and 2f were discussed together.

f. Discuss the Board's role in plats and plan approval

Larry Foerster stated that the Home Rule Charter a specific way that the Council gives the Planning and Zoning task. Mr. Foerster stated that this was done by ordinance which requires two readings. Mr. Foerster stated that we needed the boards input on the subdivision regulations which staff has been working on. Mr. Foerster stated that staff wanted to know if the board wanted to participate in the review process for all site planning and all subdivision plats, and plans. Mr. Foerster stated that the new law is now requiring cities to expedite the approval of

these plans. Mr. Foerster stated that if there is no planning commission the law states that the City has to act within 30 days, if there is a planning commission the commission has the first opportunity act on and review the plan and approve or disapprove it. Then in the next 30 days the Council can act on it. Mr. Foerster stated we are lining up a method by which we can get the timeline done as quickly and reasonably as we can. Mr. Foerster stated that advantage of having the planning commission involved is that it gives the City more time to process the plans. Mr. Evans stated that with this would also mean more work for the board. The Board continued to talk about reviewing plats and plans. Mr. Hill suggested that at the next meeting after the regulations have been passed, the board have an educational session regarding the new regulations. The board agreed. Motion was made by Bill Buller to include the Planning and Zoning Commission in the plats, and plan approval process. Mary Williams seconded the motion. Motion passed unanimously.

3. ADJOURN

Motion was made by Luther Powell to adjourn. Motion passed unanimously. The meeting adjourned at 6:25 p.m.

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Marissa Quintanilla, City Secretary