

**OFFICIAL MINUTES**

Chairperson Tanner Aiken called the meeting of the City Planning Commission to order on Tuesday January 7, 2020, at 6:00 PM in the Chambers Room #310 on the third floor of the City & County Government Center. Members present were Ashley Biggar, Greg Fargen, Gregg Jorgenson, Jason Meusburger, Jacob Mills, Lee Ann Pierce, Eric Rasmussen and Tanner Aiken. James Drew was absent. Also present were City Planner Staci Bungard and Community Development Director Mike Struck.

**Item #1 – Roll Call**

**Item #2 – (Rasmussen/Pierce) Motion to approve the agenda. All present voted aye. MOTION CARRIED**

**Item #3 – (Meusburger/Biggar) Motion to approve the December 2, 2019 Planning Commission minutes. All present voted aye. MOTION CARRIED.**

Jacob Mills recused himself.

**Item #4a** – Prairie Hills LLC has submitted a Final Plat of Lots B1, 5 & 6, Block 6, Prairie Hills Addition.

(Fargen/Meusburger) Motion to approve the Final Plat. All present voted aye. **MOTION CARRIED.**

Jacob Mills returned to the commission.

The meeting was adjourned at 6:21 p.m.

  
Staci Bungard, City Planner

  
Tanner Aiken, Chairperson

**OFFICIAL SUMMARY**

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**Item #4a** – This is a final plat to create two residential lots and one lot for common area in “The Landing” development. The lots represent the foundation permits of the homes.

**Item #5a** – Bungard reviewed the 2019 Draft Annual Report. The Joint Jurisdiction Zoning Ordinance is currently being worked on and should be implemented by end of year 2020. The Design Guidelines/Overlay District process is currently being worked on by staff. The Connectivity Index continues to be in progress and worked on. The Residential Parking study was complete in 2019.

Rasmussen wondered if the board had made any action on the Parking Study results. Struck recalled that there wasn't any motion. Due to recent implementation of parking for complexes of 25 units or more, it was decided that nothing should be changed yet because there hasn't been enough time to see the effect of those changes.

Fargen asked if there were areas other than 6<sup>th</sup> Street that were being looked at during discussion with the Design Guidelines Manual/Overlay District. Struck stated that there are a couple of other areas, the gateways to the City.

Pierce recalled that the Comprehensive Plan had recommendations that the Commission was supposed to look at annually. She wondered if staff looked at these recommendations. Struck explained that staff looks at the Comprehensive Plan regularly and they have found areas that will need some updating.

The meeting was adjourned at 6:21 p.m.

  
Staci Bungard, City Planner

  
Tanner Aiken, Chairperson