

Planning Commission



Minutes of the Thursday, November 20, 2014 Meeting

Members of the Planning Commission

Woods Burnett

Chairman

Leonard Carter, Jr.

Bob Clark

Richard Fletcher

Timothy V. Key

JoAnn McKie

Larry Watts

REGULAR MEETING

1. **Call to Order** – The regular meeting of November 20, 2014, having been duly publicized, was called to order by Chairman Woods Burnett at 7:00 p.m.
2. **Roll Call** – Members present were Chairman Burnett and Commissioners Len Carter, Bob Clark, Richard Fletcher, Tim Key and JoAnn McKie. Commissioner Larry Watts was absent. Also in attendance were Scott Sterling, AICP, Interim Director of Planning and Development, and Christine DeCamp, AICP, Planner.
3. **Approval of Minutes** – The minutes of the Regular Meeting of September 18, 2014 were approved as written.
4. **Confirmation of Agenda** – There were no changes to the agenda.
5. **Election of Officers for 2015** – Commissioner Clark nominated Commissioner Fletcher to serve as Planning Commission Vice-Chairman for 2015. Commissioner Carter seconded the nomination.

Chairman Burnett nominated Commissioner Watts to serve as Planning Commission Vice-Chairman for 2015. Commissioner Fletcher seconded the motion.

There were no additional nominations. Commissioner Fletcher was elected Vice-Chairman for 2015 on a 3-2 vote.

Commissioner Fletcher nominated Chairman Burnett to serve an additional one year term as Planning Commission Chairman. Commissioner McKie seconded the nomination.

Chairman Burnett nominated Commissioner Watts to serve as Planning Commission Chairman for 2015. The motion failed for lack of a second.

There were no additional nominations. Chairman Burnett was elected Chairman for 2015 on a 5-0 vote, with Chairman Burnett abstaining.

6. **Consideration of 2015 Meeting Schedule** – The 2015 Planning Commission meeting schedule was adopted as presented.
7. **Comprehensive Plan Consultant RFP** – Mr. Sterling briefly reviewed proposed parameters for the 2015 Comprehensive Plan update as outlined in Staff Memorandum 14-41 and a draft RFP to secure a consultant to support the process.

Commissioners asked questions and provided comment on the following: project timetable; project budget; consultant selection process; Commissioners' role in the selection process; the importance of citizen input and the creativity needed to collect that input; statutory comprehensive plan requirements; and the value of sub-area plans (ex. Downtown, Exit 1) to complement the updated comprehensive plan.

Commissioners accepted Mr. Sterling's report as information. Commissioners Burnett, Clark, Fletcher and Key expressed a willingness to participate in the consultant selection process as time allows. All Commissioners asked to be kept informed of selection process dates and topics.

8. **Staff Reports** – Mr. Sterling:
 - Referenced the October monthly report as well as supplemental reading material included in the Commission agenda packet;
 - Updated Commissioners on the status of two NADC text amendments that were considered by the Planning Commission in September. Application RZT 14-001, related to swimming pool setbacks and several other minor amendments, were passed on first and second reading at the November 17 City Council meeting and is expected to be adopted on third reading on December 1. Application RZT 14-002, related to steep slope development, has not yet been scheduled for City Council action.
9. **Adjourn** – With no objection, Chairman Burnett adjourned the meeting at 8:07 p.m.

Respectfully Submitted,

Scott Sterling, AICP
Interim Director of Planning and Development
Secretary to the Planning Commission