



# Planning Commission Work Session

MINUTES

JUNE 1, 2010

6:03 PM – 7:11 PM

CONFERENCE ROOM

<b>FACILITATOR</b>	Chairman Robert Whiteley
<b>NOTE TAKER</b>	Judy Merrill
<b>ATTENDEES</b>	Robert Whiteley, Tena Campbell, Nathan Miller, Eric Hazen, Tyler Bodrero, Troy Moyes, and Judy Merrill

## Item 1

### DISCUSSION OF MEETING FORMAT

Robert asked about the next agenda. Troy told him the next meeting had only one application. Judy identified it as a rezone from A-1 to R-1, owned by the Dablings, located at 2154 West 2700 South.

Robert welcomed Tyler as the newest commissioner and had him give an overview of his experience and background.

Robert then referred to the City Council's decision to change their meeting schedule by having one regular meeting a month and one work session a month. If an applicant needed their item expedited, the Council could close a portion of their work session and move into a regular meeting if they followed the appropriate notice requirements. Tena added that the vote for this change was a split decision but passed with the condition that the Council review it after three months. At that time, they could change it back or choose a different option. Tyler stated that the new meeting schedule involved some mechanical problems but should fulfill the needs of the City without disrupting necessary processes. He suggested waiting on implementing the same type of schedule until the Council went through the development process, which would allow the Commission to watch and decide if it was a better format. Nathan felt the economy would force them to cancel a lot of meetings anyway without the high volume of requests, so he did not see a need to change their schedule. Robert referred to his research of their agendas over the past six months and stated that staff would have approved about half the items if the recent amendments had been in place at that time. Tena asked Troy if staff would know whether there were any items for the following agenda by the date of each Commission meeting. Troy said yes, because the deadline for applications for the next meeting date was always 5pm the day of the current meeting. Based on that information, Tena suggested the Commission decide at each meeting whether to set a regular meeting or work session for the following date, rather than making a formal change to their schedule. Troy believed that would be confusing and that their meeting schedule needed more consistency. If they changed the schedule to a regular meeting once a month, they could still hold a second regular meeting per month in order to review and make recommendations on time-sensitive applications and then move into their full work sessions. Tena pointed out that tabling an item would mean they were tabling it for a month. Troy stated those would be the exception rather than the rule, and the Commission could hold special sessions as they had in the past. Robert asked if everyone preferred the new format, and Eric and Nathan said yes. Tena asked about the legalities of such a change mid year. Troy offered to check with the City Recorder about the proper approval process. Robert asked if commissioners would receive the same pay for work sessions. Troy advised him that they would, since commissioners were working just the same as if they were attending regular meetings. Robert asked if everyone was willing to hold work sessions in the chambers. Tena related the Council's discussion on that subject. Nathan suggested they start in the chambers but move to the conference room if they needed to review large maps and such. Everyone agreed. Tena asked about the need to record their meetings if commissioners split into different groups. Troy said he would just need to plan ahead. Robert pointed out that the Council's change in schedule meant that commissioners had even less Council meetings to attend for their reporting assignments. He then related the mayor's statement to him that the Council would hold their regular meetings on the second Tuesdays of each month and their work sessions on the fourth Tuesdays. He suggested the Commission hold their regular meetings on the first Tuesdays of each month and their work sessions on the third Tuesdays, so they could forward their recommendations for the Council to consider the very next Tuesday. Tena asked if they would hold another work session if there were no items to review at their regular meetings. Robert wanted the flexibility to cancel or hold work sessions. They decided to begin the new schedule June 15, since there was only one item, by considering the rezone and then breaking out into work session.

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## Item 2

### SETTING GOALS

Robert said it seemed as though there were always needs to update Title X due to new issues. He suggested the creation of various committees to research different aspects of the Ordinance and recommend amendments to Title X that would address specific needs. Another possible committee could be Antelope Drive. With its completion later this year, it might draw businesses, and the road needed a small master plan for such commercial development. Another committee could plan SR193. Tena asked if these small master plans could create overlays like the town center. Troy explained that it would not require the same legal requirements as the town center since they would not involve RDAs. Robert recommended having two commissioners in each group as committee chairs, and those commissioners would develop goals, objectives, and solicit committee members. The chairman of each committee would make sure they had necessary resources and motivation. Nathan suggested a committee for developing open space and a transportation plan. He recommended six committees with each commissioner serving on two. Tena worried about the time commitment involved in serving on two committees, which could restrict their ability to invest the appropriate amount of energy. Tyler asked if the City administration or staff requested them to address these needs. Robert advised him that staff asked for the Commission to invest more time into Title X. He also ran these ideas past the mayor as well. Troy suggested committees with 10 members. Tena recommended having a brain-storming session at their next work session to identify these committees and choose which groups commissioners wanted to develop. Robert preferred holding a regular meeting at 6pm with a work session immediately afterwards. Tena suggested he contact those commissioners not in attendance so they could prepare for this assignment. Commissioners discussed attending and reporting on Council meetings. Troy assured everyone that he would keep them updated on the Council meetings. Tena asked about the online video streaming of these meetings. Troy told her the City website would be switching to a new website on June 15, and they would start archiving those videos at that time.

## Item 3

### SETTING OBJECTIVES

No Discussion. TENA ADJOURNED.