

URBAN AREA PLANNING COMMISSION
Meeting Minutes – August 9, 2023, at 12:00 PM
Ridge Conference Room and MS Teams

COMMISSIONERS:

Eric Heesacker
Mark Collier (Chair)
Loree Arthur
Lois MacMillan
Susan Tokarz-Krauss - Late
L. Ward Nelson (Vice Chair)
Scott Lindberg - Absent
Vacant

City/Staff/Council Liaisons:

Bradley Clark (Director)
Mark Trinidad – (Principal Planner)
Jason Maki (Associate Planner)
Donna Rupp (Associate Planner)
Gabby Sinagra (Assistant Planner)
Amber Neeck (Housing & Neighborhood Specialist)

Guests:

Justin Gerlitz, Gerlitz Engineering Consultants
Wade Elliott, Assistant Public Works Director
John Chmelir, Fernwood Properties

I am. I started. We do anticipate Commissioner Tokarz-Krauss, so I don't see her logged in yet. I was under the impression in person today. I believe we do, yeah. Not used to seeing you all. Yes, still have no one online just yet. Chair, it's 6:00 maybe a few more seconds to see if anyone logs in on Teams, but right now we do not have anyone on Teams.

I'm comfortable if you want to open the meeting. So at this time we open the meeting of August 9th, 6:00 for the Urban Planning Commission. It's been a couple of meetings since I've been here, so if we get rusty, we'll be okay. My name's Mark Collier. We'll take the roll, just going from top to bottom.

1. Roll

Commissioner Heesacker.

Here.

Commissioner Nelson.

Present.

Commissioner MacMillan.

Present.

Commissioner Arthur.

Here.

Commissioner Tokarz-Krauss? Absent.

Collier is here. Mr. Lindbergh is excused and the other seat is vacant. We have a quorum. That's the roll.

2. Introductions

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Do we have any introductions?

Chair, we have no introductions.

3. Public Comment

Okay. Public comment is an opportunity for the public to address the commission on items not related to public hearing or action item. Intent is to provide information that's pertinent to the city's jurisdiction. Each speaker would be given three minutes to address the commission as a body, not as individuals. Commission may consider items brought up during this time later in our agenda, during matters from commissioners and staff. Do we have anyone who would like to speak in public comment on something not on the agenda? Nobody's there. Back to item one roll, Commissioner Tokarz-Krauss is present.

4. Approval of Minutes

a. None.

Approval of the minutes for the last meeting, do I have a motion? Everybody speak at once. It says none.

Correct. Chair, we have no minutes.

Good. There shouldn't be a motion for no minutes.

5. Findings of Fact

a. None.

Findings of Facts are none.

6. Public Hearing

a. 401-00104-23 ~ Hamilton Ln, Zone Map Amendment, SE Corner of Hamilton & Jerrine St., UAPC Recommendation ~ Staff Report, Donna Rupp
Public hearing. So, at this time we open the public hearing to consider the application for project number 401-00104-23, Hamilton Lane zone Amendment, southeast corner of Hamilton and Jerrine, the UAPC recommendation. So with that ... That's right. I knew that. I said I was rusty. Begin the hearing with staff report followed by presentation by the applicant. Statements by persons in favor of the application, statements by persons in opposition to the application, and an opportunity for additional comments by the applicant and staff.

After that has occurred, the public comment portion will be closed. The matter will be discussed and acted upon by the commission. Objections, is there anyone present who wishes to challenge the authority of the commission to hear this matter? Seeing none. Abstentions, conflicts of interest, do any commissioners wish to abstain from participating in this hearing or declare a potential conflict of interest? Seeing none. Prior ex parte contacts by commissioners, any commissioners who wish to disclose discussions, contacts, or other ex parte information they have received prior to the meeting regarding the application. Mr. Heesacker?

So, in my county position, I did attend a pre-application conference with the applicants and with city staff, but the zone amendment was brought up but there was no discussion on that topic.