

City of Lafayette
Planning Commission Meeting Minutes
May 14, 2020 at 7:00 p.m.

1. **CALL TO ORDER:** Marian Chasse called the meeting to order at 7:01pm
2. **ROLL CALL:** Community Development Clerk Danielle Oliveira called the Roll
 - a. **Present:** Marian Chasse Chair (in person); Lee Gilgan; Doreen VanTyne; Brienne Carpenter (attended by phone)
 - b. **Absent:** Michal Karl, Jeff Bosworth, Ron Kerr
 - c. **City Staff Present:** Preston Polasek, City Administrator; Kevin Perkins, Asst. City Administrator; Danielle Oliveira, Community Development Clerk; Jim Jacks, City Planner
 - d. **Others:** Chris Goodell, AKS and Rand Waltz, AKS

3. **APPROVAL OF MINUTES:** November 21, 2019, February 20, 2020 and April 30, 2020 meeting minutes.
Brienne Carpenter motioned to approve the November 21, 2019 minutes. Doreen VanTyne seconded; motion passed unanimously.

Brienne Carpenter abstained from voting on the February 20, 2020 meeting minutes due to not being in attendance of that meeting.

Lee Gilgan referencing the February 20, 2020 minutes, stated, while he has clients in the City he has not advocated or represented them in any matters that he has advocated for in the Commission. If the commission were to discuss any of those matters, he would have to abstain and turn down representing clients on those matters. He wants to make clear that while he has mentioned client's issues, he has not represented them in those matters and he would not advocate for their sign permits being approved either.

Marian Chasse tabled the minutes until there is a quorum to vote.

Lee Gilgan noted that the February 20, 2020 meeting minutes are heavy with direct quotations and asks that staff redrafts the minutes with the format that has been used historically with the City.

April 30, 2020 meeting minutes, Brienne noted misspelling of her name in meeting minutes. Lee motioned to approve the minutes as amended. Doreen seconded; the motion passed unanimously.

4. **PUBLIC COMMENT ON ITEMS NOT ON THIS AGENDA.**

None.

5. **PUBLIC HEARINGS:** Continued Public Hearing from April 30, 2020.
 - A. **Comprehensive Plan Map and Zone Map Amendment (CPC/ZC 2020-01)**

B. Annexation (ANX 2020-01)

C. Subdivision (SUB 2020-01)

Marian Chasse opened the public hearing at 7:08pm.

Marian Chasse and Jim Jacks read the hearing information and procedures into the record. Marian asked the Planning Commission to declare any conflicts to ex parte contact; none were declared.

Jim Jacks entered into the record letters from Carol and Lorene Paddock sent on May 11, 2020, May 13, 2020 and May 14, 2020. He then read the staff report which summarized the April 30, 2020 Public Hearing.

Brienne Carpenter asked if it was necessary to forward the subdivision application to City Council with the recommendation of approval or if the application could be forwarded to City Council for discussion of a park. Discussion ensued about options the Planning Commission has in regards to sending the subdivision application on to City Council.

Jim Jacks continued with the staff report.

Marian Chasse suggested Planning Commission review the Comprehensive Plan Map, Zone Map Amendment and the Annexation to ensure they get completed, then continue discussion about the Subdivision.

Brienne Carpenter motioned the Planning Commission recommend the City Council approve the Comprehensive Plan Map changes.

Doreen VanTyne seconded the motion; the motion passed unanimously.

Brienne Carpenter motioned the Planning Commission recommend the City Council approve the Zone Map Amendments consistent with the Comprehensive Plan Map Amendment.

Doreen VanTyne seconded the motion; the motion passed unanimously.

Brienne Carpenter motioned the Planning Commission recommend to the City Council the approval of the Annexation. Lee Gilgan seconded the motion; the motion passed unanimously.

The Commission discussed the want for a centrally located park within the subdivision. Lee Gilgan noted that the opportunity for a park to be centrally located within a large block of homes may not come again for some time.

Jim Jacks explained the UGB can be expanded for park purposes only. Discussion about park location and options continued.

Applicant Chris Goodell, ASK, commented the subdivision will be built in phases. He noted the project includes 16 acres of open space, 3.88 acres of which are an open meadow that can be dedicated to the City.

Lee Gilgan stated the 3.88 acres the applicant is offering to dedicate to the City may be a more efficient way to include park land, rather than asking the applicant to redesign the subdivision. Discussion about a park within the subdivision and how to phrase the Planning Commission's recommendation to City Council continued.

Chris Goodell suggested the Commission forward a recommendation of approval to the City Council with a condition that the City Council consider whether or not a public park is desired on this property.

Jim Jacks explained the subdivision staff report includes proposed conditions for possible access to the Rock property. He suggested that the conditions for the Rock property be separate from the language for the park properties.

Lee Gilgan motioned to recommend the approval of the subdivision to City Council conditioned upon finding ways to place a centrally located park, public space, or recreational area. Doreen VanTyne seconded the motion; the motion passed unanimously.

Jim Jacks continued with the subdivision staff report on the Rock property. He explained options for conditions of approval for access to the Rock property through the subdivision. Discussion continued.

Brienne Carpenter asked if emergency access could be granted without a utility easement. Discussion ensued on options for emergency access for the Fire Department.

Lee Gilgan recommended leaving access available for emergencies and finding a way to approve the easement for regular access and utilities once all conditions of development are met.

Preston Polasek, City Administrator, stated that conditions of development would be placed on any property that is not within the City limits. He explained the applicant's proposed transportation and utility access over the City's emergency access easement allows for possible future development. The easement proposed will allow for one driveway to one potential home, not a through City street.

Jim Jacks suggested a motion for the Planning Commission to recommend the City Council approve the subdivision subject to the conditions set forth in the April 30, 2020 staff report, as well as recommend they allow private access and utility easement to the Rock property subject to the conditions of approval in the May 14, 2020 staff report.

Brienne Carpenter moved the motion. Lee Gilgan seconded the motion; the motion passed unanimously.

The Public Hearing was closed at 9:00pm

6. NEW BUSINESS: None

7. **OLD BUSINESS:** None

8. **NEXT MEETING:** June 18, 2020, if necessary.

9. **ADJOURNMENT**

Chair Marian Chasse adjourned the meeting at 9:00pm.

Minutes approved on 30 day of Sept, 2021.

CERTIFIED:


Michael Kari, Chair, vice

ATTESTED:


Danielle Oliveira, Community Development Clerk