

**City of Lafayette**  
**Planning Commission Meeting Minutes**  
**Thursday August 15, 2024, at 6:30 p.m.**

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1. **CALL TO ORDER:** Chair Kerr called to order at 6:30 p.m.

2. **FLAG SALUTE:** Chair Kerr lead flag salute.

3. **ROLL CALL:** Chair Kerr called the Roll:

**Present:** Chair Ron Kerr, Stephen Belding, Jon Meola, Scott Adamson, Roger Webb  
**City Staff Present:** Jasmine Garcia, Community Development Clerk, Jim Jacks, City Planner

**Not Present:** David Rogers

**Others:** Russell Burrows, Jack Shepherd, Daniel Danicic, Grant Bowerman

4. **CITIZEN INPUT ON NON-AGENDA ITEMS:**

None.

5. **PUBLIC HEARING:**

a. *SUB 2024-01- Finley Court*

Chair Kerr opened the public hearing at 6:32pm. Chair Kerr and City Planner Jacks read the planning commission procedures. Chair Kerr asked if there were any objections to the audience. Resident Grant Bowerman stated they were not opposed but they were the only one to receive the notice. Commissioner Webb asked staff had a record of the mailings. Community Development Clerk Garcia stated she keeps a record and signs it verifying it was mailed and she only received one return mail. There were no further objections. There was no ex-parte contact from the Planning Commission. City Planner Jacks goes over his staff report. Commissioner Adamson stated his concerns with the single fire hydrant across the street and was concerned about the street width. City Planner Jacks stated there is a condition of approval stating the developer will need to be up to the Fire Code and be approved by the Fire Chief or Fire Marshall that will address those issues. Chair Kerr asked the applicant for comment. The applicant stated they support the decision of the Planning Commission. Resident Bowerman stated their issue with the development of increasing traffic on Bridge Street, and how there are a lot of cars speeding down that street. Chair Kerr stated that the developer created a street so that the six homes will not open off Bridge Street. Commissioner Belding stated that he sees the Deputy parked on Bridge monitoring the speed of traffic. Commissioner Webb mentioned the Transportation Grant that City Administrator Dross applied for to help with Bridge Street. City Planner Jacks stated that the concerns the resident had would be better said to City Council. Community Development Clerk Garcia gave the resident the future City Council meeting for the resident to attend. Resident

Bowerman stated their concerns with the 200-year-old Black Walnut, Pine, and Fur trees on the lot. Applicants Engineer Daniel Danicic stated they are going to work with an arborist, but they are trying to keep the trees around the perimeter if possible. Applicant Jack Shepard stated they have spoken to the neighbors, and they have mixed emotions about the tree, they like the tree but also concerned over the large branches that overhang on their houses. Chair Kerr closes the hearing at 7:18pm. Commissioner Adamson moved the Planning Commission approve the application, adopting the findings and conditions contained in the staff report, and direct the staff to prepare a Planning Commission Order for the Planning Commission Chairperson's signature based upon the decision of the Planning Commission. Commissioner Belding seconded; the motion passed unanimously.

**6. APPROVAL OF MINUTES:**

*a. July 18, 2024, Planning Commission Meeting*

Commissioner Webb moved to approve the July 18, 2024, Planning Commission Meeting Minutes. Commissioner Meola seconded; the motion passed unanimously.

**7. WORK SESSION:**

*a. None*

**8. NEW BUSINESS:**

*a. Recommendation to City Council regarding Park Development*

Chair Kerr opened the discussion regarding Park Development in the City of Lafayette. City Planner Jacks breaks down the process on how to purchase park land. Jacks discussed past discussions regarding the Meadowbrook subdivision and the land that was potentially going to be used as a park and explained why it was never purchased. Chair Kerr wanted to know how we can get our parks to be like the larger cities. City Planner Jacks stated we need to amend the development code to include a requirement that states subdividers dedicate a certain amount of land to the city for Park purposes. Commissioner Belding conveys concern regarding the funding not being adequate but agrees with Jacks and stated it could deter developers from coming to Lafayette. There was discussion regarding the grants available for jurisdictions to apply for and the processes. Commissioner Belding asked City Planner Jacks why the City of Lafayette has not applied for these grants. City Planner Jacks stated that they do not know and that is something the City Council has to direct the City Administrator to do. Jacks adds

if the City Council has been directing the City Administrator to do other things so the City Administrator will be busy following the direction they were given. Chair Kerr stated they would like city staff to train on grant applications. Commissioner Belding asked for the Planning Commission to meet with the City Council again to discuss the Park Plan. Community Development Clerk Garcia stated there was a park survey that was presented to the community about Commons, Veterans, and Terry Park and what the residents would like them to become. She stated that there were 350 surveys that were returned, and residents still have until October 4<sup>th</sup> to turn in their surveys. City Planner Jacks discussed what criteria would be reasonable to require from developers dedicating land for the city to use for parks. Jacks stated that most City Councils will have goals. The Planning Commission discussed the possibility of a school in Lafayette and the process.

**9. COMMISSIONER COMMENTS:**

Commissioner Adamson asked Community Development Clerk Garcia to find out if the City Council has goals and if so to email the Commissioner. Commissioner Meola mentioned the traffic plan that was discussed with the City Council last work session. City Planner Jim Jacks explained in detail the process for the Transportation System Plan (TSP). Commissioner Webb discussed the stops signs that have been appearing throughout the city and how he met with City Administrator Dross and Mayor Malcomson and wanted to know what the process was to stop that. City Planner Jacks stated the process and that was a City Council issue. Commissioner Webb also asked if the City had funds to purchase easement rights to a property outside of the Urban Growth Boundary (UGB) for a hiking trail and asked Community Development Clerk Garcia to ask City Administrator Dross if that was something that could be done. City Planner Jacks stated that since it is outside city limits, to verify the zoning to ensure the easement can be used for what Commissioner Webb is requesting.

**10. NEXT MEETING:**

*a. September 19, 2024*

City Planner Jacks discussed the National Flood Insurance program that is administered by Federal Emergency Management Agency (FEMA) that allows development in floodplains.


**11. ADJOURNMENT:**

Commissioner Belding moved to adjourn the meeting. Commissioner Webb seconded; the motion passed unanimously.

Minutes approved on the ~~19<sup>th</sup>~~ <sup>17<sup>th</sup></sup> day of ~~September~~ <sup>OCTOBER</sup> 2024.

CERTIFIED:

ATTESTED:

  
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Ron Kerr, Chair    17 OCT 2024

  
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Kennedee Richardson, City Recorder