

I. Call to Order

Members Present: Mike O'Brien, Chair; Amy Houghton, Vice-Chair; Terry Zigmund, Secretary; Abby Bleything; Sarah van Ryckevorsel; Tommie Murray

City Staff Present: Jessie Baker, Eric Vorwald

Guests Present: Kristine Lott, Mayor; Kate Coffey; Doug Weston

Call to Order by: Mike O'Brien

Meeting Start Time: 6:35pm

Minutes Recorded by: Eric Vorwald

II. Changes to the Agenda

None

III. Public Comment

Kate Coffey indicated that she was in attendance to listen in on the conversation and provided comments on the memo from the Housing Commission related to Census data on vehicle availability for renters and owners.

IV. Approve Previous Meeting Minutes

Decision: 5 - 0

Motion by: Terry

Second: Amy

V. Municipal Planning Grant Authorization

Decision: 5 - 0

Motion by: Abby

Second: Amy

Eric provided an introduction of the Municipal Planning Grant program. He also provided background on grant awards from the previous four years. He referenced a memo in the agenda which included a description of the intended project noting that the grant funds, if awarded, would support a City-wide equity audit and high-level equity plan. Several questions were asked regarding what the equity plan and if examples from other communities existed. Additional detail on what an equity plan would include was also

provided as well as information on other funding that was being pursued by the City to support this work.

VI. General Project Updates

Eric provided the Planning Commission with an overview of several projects that were going on in the City. He stated this item was on the agenda to provide more detail on these efforts than is typically covered under “city updates.” He referenced a memo in the agenda that included various projects. Eric provided details on each item in the memo including the Unified Planning Work Program funding, the appeal for 133 Elm Street, Manseau Street parking meeting, and updates on funding for sidewalk scoping. The members asked various questions about these projects and then continued with inquiries about other projects or properties in the City. These included the St. Stephen Church property, Lot 7D development, and specific developments that have been approved throughout the City. Eric noted there was no action required on this item and that it was just for informational purposes.

VII. General Policy Discussion on Parking Reforms

Eric referenced a memo included in the agenda and that the intent of this item was to focus the discussions related to parking on the City’s adopted goals and policies including the Master Plan, the Transportation Master Plan, and the City’s Strategic Vision Statement. Eric provided an overview of several specific items in the memo and answered several questions about the information. The Planning Commission had a brief discussion about the administrative relief that is incorporated into the existing parking regulations. Several questions about timing for considering amendments were discussed in relationship to the parking study being conducted through the UPWP. Ultimately, the Planning Commission agreed that a more detailed discussion should occur at an upcoming meeting to better understand the details of the existing regulations and to be able to dedicate time to this discussion.

VIII. Department and City Updates

No additional updates were provided.

IX. Other Business

Eric noted that the next meeting is scheduled for October 8th. He also indicated that he was interested in beginning a more comprehensive review of the amendments to the land use regulations that he has been compiling. He indicated that he would have a discussion with the Chair about future meetings to begin these discussions and would provide hard-copies of the amendments to the membership so the document could be reviewed collectively.

X. Adjourn

Motion by: Amy

Second: Terry

Meeting End Time: 8:14pm