

- A. **Call to Order:** Chairman James Milner called meeting of the Planning Commission to order at 6:13 p.m.
- B. **Commissioners Present:**  
**Roll Call:** Board Members present: James Walker, Frank Mociwnik, Carla Butler and Brandon Allen, Darrin Brock and Lloyd Caldwell. We had quorum.
- C. **Approval of Minutes:**  
**Motion was to approve January 7, 2019 Minutes as written.**  
**Motion: Commissioner Brock**  
**Second: Commissioner Allen**  
**Vote Aye: Milner, Mociwnik, Walker, Butler, Allen, Caldwell, Brock**  
**Vote Nay: None**  
**Motion to approve January 7, 2019 Minutes as written approved.**
- D. **Public Forum: Open: 6:13pm Closed: 6:13**
- E. **Consent Agenda: None.**
- F. **Old Business: None.**
- G. **New Business:**

**7-Brew Coffee – LSD – Tech Plat Review**

Jason Young, Bates & Associates, prepared this development as a drive thru coffee establishment. The building is a 700 square foot drive through only coffee establishment. It is north of O'Reilly on Bloomington Street. It is part of a larger parcel we will be splitting. The sewer will be extended to provide sewer service without crossing property lines. He has prepared a landscaping plan and everything else required by the city.

Chairman Milner read into the record all the Tech Plat Review Committee Report comments. A copy is included with the minutes. He stressed that the sewer and water requirements of Springdale Utilities must be met before the next meeting. Mr. Young questioned why that would be necessary because there was a water o the east side of this property. He was directed to check with city staff and resolve this issue to their satisfaction. Mr. Young asked to be exempt from ADA compliant parking requirements. Chairman Milner asked that the city staff look at his proposal and, if they agree, he would have no objections. Mr. Young will comply with Larry Gregory's request to put a label on top of the map. Commissioner Brock asked Mr. Young to be sure his landscaping plans met the requirement of the city.

Chairman Milner noted that this tech plat was expecting the lot split to be accepted. If that is a much larger lot than there will be a discussion on drainage and other things. The commission is depending on the lot split being positive before all plans can be implemented. Commissioner Allen asked because the LSD is on track before the lot split, could the LSD be approved contingent on the approval of the lot split. Chairman Milner said that both the lot split and the LSD could be presented at the same meeting. It was recommended that the large tree be kept if at all possible. Mr. Young was asked to provide more green space west of O'Reilly.

**Tuscany Vines - LSD**

No discussion was held on Tuscany Vines because the City Attorney could not be present for this meeting. The ordinance passed at the last city council meeting of the rezone of this property was included in commissioners' packet.

**Motion to table any further action until after the vote of the people.**

**Motion: Chairman Milner**

**Second: Commissioner Walker**

**Voice Vote Aye: Unanimous**

**Voice Vote Nay: None**

**Motion to table any further action until after the vote of the people approved.**

H. **Planning Staff Items:** Next PC Meeting – 02/04/19.

I. **Discussions:** None.

**Motion to amend the agenda and move Planning Commission election of officers and Bylaws to end of Planning Commission Meeting.**

**Motion: Chairman Milner**

**Second: Commissioner Brock**

**Voice Vote Aye: Unanimous**

**Voice Vote Nay: None**

**Motion to amend the agenda and move Planning Commission election of officers and Bylaws to end of Planning Commission Meeting approved.**

Chairman Milner asked the Section 5, Procedures, Page 5, the order of business be changed to (C) Invocation and (D) Pledge of Allegiance.

**Motion to reverse (C) Pledge of Allegiance and (D) Invocation in Section 5, Page 5, as discussed.**

**Motion: Chairman Milner**

**Second: Commissioner Brock**

**Voice Vote Aye: Unanimous**

**Voice Vote Nay: None**

**Motion to reverse (C) Pledge of Allegiance and (D) Invocation in Section 5, Page 5, as discussed.**

Karen Davis, Planning Coordinator, said a request had been made to move Planning Commission Meetings from first and third Mondays to the first Tuesday and one meeting per month. Meetings could not be on the third Tuesday of the month because that was when City Council meetings were held. Planning Commission meetings usually begin at 6:00pm and it could be changed to 6:30pm if so desired. If a meeting falls on a holiday, the Planning Commission meeting will be moved to the following Thursday.

Commissioner Brock asked if we only had one Planning Commission a month, would we alternate Tech Plat Review and Regular Meetings. Karen clarified that Tech Plat Review would be moved to in-house meetings to staff meetings.

Chairman Milner felt that the Planning Commission had done great work in giving Tech Plat Review opportunity for the public to review their plans and understand what city staff is actually talking about Tech Plat as one of the more important things the Planning Commission does and having them in a regular rotation every two weeks allows it to go well. If we go to one meeting a month, it puts an enormous amount of pressure on two different groups. It puts a lot of pressure on the city staff to be right the first time on everything. If we found an error or an issue that we didn't like, it will be knocked down and it will be two months before anyone can resolve the issue. In addition, the Planning Commission is responsible to do rulings on staff decisions and that happens after these things happen so you end up in a place where even appealing a staff decision through the Planning Commission would take two months. Chairman Milner has reservations about making it where there is only one meeting every month.

Commissioner Brock explained we are seeing an upswing on development and he supposed there would be more projects in the next year or two than we've seen in the past year or two. The proposed change would slow down the process.

Chairman Milner explained that in the past there were staff decisions that caused problem for the Planning Commission. Information is more forth coming at the present and at times there are those who

would like to disregard staff decisions but by coming before the Planning Commission, the decisions were upheld.

Other commissioners also expressed their concerns about the change in number of meetings and that it would slow down the ability of development to move forward in the City of Lowell.

Councilwoman Linda Vannoy suggested that the commissioners table a decision until the next meeting to give everyone time to digest the proposed change.

**Motion to table a decision on changing number of monthly meetings held until the next meeting.**

**Motion: James Butler**

**Second: Brandon Allen**

**Voice Vote Aye: Unanimous**

**Vote Nay: None**

**Motion to table a decision on changing number of monthly meetings held until the next meeting approved.**

**Motion to elect James Milner as Chairman**

**Motion: James Walker**

**Second: Brandon Allen**

**Vote Aye: Milner, Caldwell, Mocivnik, Walker, Brock, Allen, Butler**

**Vote Nay: None**

**Motion to elect James Milner as Chairman approved.**

**Motion to elect Darrin Brock as Co-Chair.**

**Motion: Frank Mocivnik**

**Second: James Walker**

**Vote Aye: Butler, Mocivnik, Brock, Milner, Walker, Allen, Caldwell**

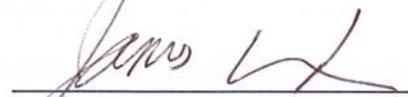
**Vote Nay: None**

**Motion to elect Darrin Brock as Co-Chair approved.**

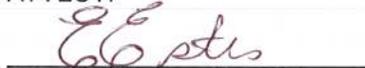
Karen Davis explained the Land Development Code gives staff authority to make decisions on lot splits in house and they will be carrying out these decisions in the future unless it is felt they need to be brought before the Planning Commission.

- J. **Adjourn:** Motion to adjourn made by Commissioner Brock; second by Commissioner Mocivnik. All were in favor. Meeting adjourned at 6:43pm.

APPROVED:

  
James Milner, Chairman

ATTEST:

  
Elizabeth Estes, City Clerk