

November 2, 2009

Chairperson Carter called the regular meeting of the Fort Calhoun Planning Commission to order at 7:00 P.M. Monday, November 2, 2009. Notice of the meeting was given in advance thereof by publication or posting, said forms of notice being designated methods for giving notice, an affidavit of publication or a certification of posting being attached to these minutes.

The agenda packets were distributed to the Chair and Board Members on October 30, 2009. Meetings are open to the public. Chairperson Carter announced a copy of the open meetings law is posted continually for public inspection on the wall in the Council Chambers/Library.

The following answered roll: Ralph Carter, Eric Herbert, Rich Johnson, Carmine Pane, and Sam Ruma.

Planning Consultant Chris Solberg, AICP, with TSA was present.

Member Johnson made a motion seconded by Member Ruma to approve the October 5, 2009 minutes as published. With members Herbert, Johnson, Pane, Carter, and Ruma voting "Aye", motion carried.

**Public Hearings: None**

**Committee Reports:**

- Capital Improvement Committee: Nothing to report.
- Housing and Code: A new Unkempt Property Final Inspection form that will be completed by maintenance personnel upon notification by the property owner, that the property is compliant, was reviewed and recommended to City Council for approval.
- Downtown Design Standards: Nothing to report.
- Land Use Committee: Nothing to report.

**Unfinished Business:**

- Member Herbert made a motion seconded by Member Pane to table the Downtown Design Guidelines document until they receive an updated copy to review. With members Johnson, Pane, Carter, Ruma, and Herbert, motion carried.
- A draft ordinance amending the regulations on Bed and Breakfast was provided on October 8, 2009, and a draft ordinance amending the regulations on Residential in Town Center (TC) District was provided on October 14, 2009, to the Planning Committee for review. Misinterpretation of Item No. 2 Bed and Breakfast Regulation Amendment caused some confusion during discussion, that the amendment to Bed and Breakfast regulations included residential living in TC. After clarification that the agenda item for Residential Living in TC District was left off the agenda in error, Member Carter suggested both items be tabled until next month.
- City Council rejected the request for approval of the Comprehensive Plan Maps at the October 19, 2009 meeting, requesting Maintenance Personnel review; provide input and data to correct the street, water, and sewer maps. Member Carter stated that requesting other divisions of the city to review the maps and provide input will be implemented in the process going forward.

**New Business:**

- Gary Tinkham has a client that would like to consolidate three tax lots into one, and then sometime in the next few years, plat them again. According to our current Subdivision Regulations, a lot is limited to only one instance of administrative adjustment, platting and/or consolidation. Mr. Tinkham stated this is very misleading, and what this really means is, you cannot administratively subdivide lots. He requested the commission to add Minor Platting procedures to the regulations. He provided a copy of the Subdivision Minor Plat process used by the City of Omaha, and said it works very well for them. This is a simple process which would allow anyone to come in and submit a preliminary and a final plat at the same time, which cuts the processing time down to a couple of months, rather than several. Planning Consultant Chris Solberg stated that he has seen this process work very well for Springfield as well. The Land Use Committee will draft an amendment to the regulations, and submit it to the committee.
- After review and discussion with the committee, it was unanimous to amend the Planning By-Laws by establishing a maximum timeframe for oral communication by the public and the committee. City Staff will provide amendments for review to the committee for the next meeting.

Chairperson Carter noted the following permits issued October 1, 2009 through October 31, 2009:

- **Building:**
  - Eldon Johnson (315 E. Calhoun Dr.) Masloskie Construction installing siding.
  - Gordon Mallory (407 N. 15<sup>th</sup> St.) new roof.
  - Mary Anne Jaworski (221 S. 13th St.) prebuilt 8'x12'x9' shed.
  - Classic Homes % Matt McGowan (617 S.17th St.) New S-F residence – 3 bedrooms, unfinished basement, 13'x10' covered rear-deck, 1 fireplace, and no hot tub.
- **Electrical/Plumbing:** NONE
- **Fence:** NONE
- **Sign:** NONE

**Public Comments:** None

**Future Agenda Requests:** Recommendation made by Chairperson Carter to Rich Johnson and Carmine Pane, to continue their term appointments for 2010 – 2012.

**Adjourn:** Member Pane made a motion seconded by Member Herbert to adjourn, with all members voting "Aye", the meeting adjourned at 7:55 P.M.